

**MARSHALL CREEK
COMMUNITY DEVELOPMENT
DISTRICT
MARCH 21, 2018**

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

March 14, 2018

Board of Supervisors
Marshall Creek
Community Development District

Dear Board Members:

A regular meeting of the Board of Supervisors of the Marshall Creek Community Development District will be held **Wednesday, March 21, 2018** 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 February 21, 2018 Meeting**
 - A. Discussion of Open Items
- 4. Engineer's Report**
 - A. Maintenance Building Update
 - B. Consideration of Change Order #11
 - C. Ratification of Requisitions #47 -#48
 - D. Boardwalk Repair Update
- 5. Operations Manager's Report**
 - A. SJCSO Off-Duty Roving Patrol Violation Report
 - B. Consideration of Authorizing Staff to Respond to SCCDD RFP for Landscape and Irrigation Maintenance Services
 - C. Ratification of Sunbelt Proposal for Guard Gates Repair
 - D. Update on Pickleball Courts
- 6. Manager's Report**
- 7. Attorney's Report**
- 8. Supervisors' Requests**
- 9. Acceptance of February 2018 Financial Report and Approval of Check Register and Invoices**
- 10. Adjournment**

Enclosed for your review is a copy of the draft minutes of the February 21, 2018 meeting and the February 2018 financials, check register and invoices.

Under the Engineer's Report we have included Change Order #11 and Requisitions # 47 - #48.

Marshall Creek CDD

March 14, 2018

Page 2

The Operations Manager's Report and SJCSO Off-Duty Roving Patrol Violation are enclosed for your review. Also enclosed is the RFP for Sweetwater Creek CDD for landscape and irrigation maintenance services for your consideration, and the proposal from Sunbelt for repairs to the guard gates.

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
Gabriel McKee
Ryan Stilwell
Hawley Smith, Jr.
Brett Sealy

Katie Buchanan
City of St. Augustine
Helen Ciesla
Kim Shine

Jennifer Gillis
Warren Bloom
Beth Grossman
Walter O'Shea

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, February 21, 2018 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 Hoffman	Chairman
Howard Entman	Vice Chairman
Kirk Kemmish	Assistant Secretary
Scott Raybuck	Assistant Secretary
Jeff Riley	Assistant Secretary

Also present were:

Janice Eggleton Davis	District Manager
Jonathan Johnson	District Counsel
Ryan Stilwell	District Engineer
Helen Ciesla	Property Manager
Beth Grossman	Assistant Property Manager
Erin Gunia	Director of Amenities & Strategic Planning
Roy Hutcherson	Director of Grounds & Engineering
Mary Heath	
Residents	

The following is a summary of the discussions and actions taken at the February 21, 2018 Marshall Creek Board of Supervisors meeting.

FIRST ORDER OF BUSINESS

Roll Call

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

SECOND ORDER OF BUSINESS

Audience Comments

- Ms. Betsy Larey inquired about the paving of Regalo Road / Shannon Road.
 - Mr. Kemmish summarized what has been done and where they are. He would like to Board to consider entering into a partnership with the

County whereby the CDD would pay to have the road paved, seeking support from the developer with the County providing Impact Fees.

- Ms. Larey addressed the design of the roadways, paving Shannon Road and the CDD paying for the work.

FIFTH ORDER OF BUSINESS

Operations Manager's Report

B. CDD Fences

- Mr. Hoffman addressed the fences noting they have options of either a wood or vinyl fence along the 725 feet of CDD property. The homeowners are responsible for their fences.
- An unidentified speaker noted the person who bought it clear cut it but now has no money to do anything with it.
- Mr. Stilwell addressed the land development code noting it requires a six foot fence. They cannot go to an eight foot fence without a variance in the St. Johns County Code being approved.
- Discussion followed on fences within Palencia with an unidentified speaker suggesting they go through the process for a variance. Mr. Stilwell noted the cost to obtain a variance could run as high as \$20,000.
- Discussion continued on the 725 feet of fence with Ms. Ciesla noting Mr. Hutcherson has suggested turning the fence so the smooth side is to the outside and installing plantings.
- Discussion continued on a variance, the process and cost - mailed notices, application fees for the minor modification to the PUD, preparation of the application, attendance at the public hearings, possible attorney costs.
- Discussion followed on whether the main concern regarding the fence is security or aesthetics. There is no irrigation source for plantings and Mr. Hutcherson would have to work with SJRWMD to try to establish temporary irrigation or manual watering would need to be done.
- Discussion followed on meeting with residents with Mr. Johnson noting it can only be one Board member unless a public notice is advertised. Mr. Hoffman suggested Dr. Entman meet with the residents to review the options.

- Mr. Stilwell will check the area Mr. Kemmish identified to determine if a variance was obtained for the higher fence.

THIRD ORDER OF BUSINESS

**Approval of the Minutes of the
January 17, 2018 Meeting**

On MOTION by Mr. Riley seconded by Mr. Raybuck, with all in favor, the minutes of the January 17, 2018 meeting were approved.

- Dr. Entman inquired if Mr. Perna is a Detective?
 - Ms. Perna noted he is.
- Mr. Riley noted Ms. Kathy Moss is identified as Ms. Cathy Wilson.

A. Discussion of Open Items

- Dr. Entman inquired if there is a status on the commercial property at the front?
 - Mr. Johnson noted he believes the closing was pushed back.

FOURTH ORDER OF BUSINESS

Engineer's Report

A. Maintenance Building Update - Ratification of Requisitions #42 - #46

- Mr. Stilwell reported the final inspection was this afternoon but he has not heard the results as yet. They are working on closing out as-builts and final punch list items to get a temporary Certificate of Occupancy.
- Mr. Stilwell outlined Requisitions #42 - #46 totaling \$182,824.27 all of which are associated with the maintenance building. They are still holding the \$71,000 of retainage.
- Mr. Raybuck noted they have approximately \$70,000 of overage on the project.

On MOTION by Dr. Entman seconded by Mr. Raybuck, with all in favor, Requisitions #42 - #46 in the amount of \$182,824.27 were ratified.

- Mr. Kemmish inquired as to the total cost of the building.
 - Mr. Stilwell noted he does not have the information with him.
- Mr. Hoffman inquired about the remaining funds in the bond re-fi fund once the building is complete.

- Ms. Davis noted it is page 29 of the financials minus requisitions #42 - #46, minus retainage, \$7,500 owed to Prosser and furnishings at \$30,000 the total is approximately \$380,000.
- Mr. Hoffman addressed an open house for the community to see the maintenance building once a CO is obtained.
 - Mr. Hutcherson noted it is planned for Saturday, April 7th.
 - Ms. Davis noted she will need to know the date and time to notice a gathering of multiple Board members.
 - Mr. Hutcherson stated April 7th from 10:00 a.m. to 1:00 p.m.
- Mr. Kemmish requested a reminder of what the CDD can spend the remaining funds on.
 - Ms. Davis noted at the bottom of page 29 are the items which were considered projects - the stormwater system, Series 2000 Bonds assessment area roadways which is now the Series 2015 Bonds assessment area, the swim and fitness center, tennis center, and the boardwalk golf cart parking.
 - Discussion continued on projects for Series 2015 Bonds assessment area with it being noted Mr. Stilwell will have to sign off on the project.

B. Boardwalk Repair Update

- Mr. Stilwell reported three bids were received. They were from Coleman Construction Group (CCG), Farrell Brothers and Hayward Construction Gorup.
- Ms. Ciesla provided a FEMA update for Hurricane Irma noting the estimated cost \$218,000.
 - All support documents have been submitted.
 - They have also submitted for the other projects totaling \$44,000 for debris removal.
- Discussion followed on the cost and funding for Hurricane Matthew and Hurricane Irma.
 - FEMA has obligated \$660,000 for Hurricane Matthew.
- Mr. Stilwell noted the bid bonds are good for 60 days.
- Mr. Hoffman outlined the bid and evaluation process for the audience.

- The bid evaluation sheet provided by Mr. Stilwell was reviewed.
- Evaluation Criteria and associated points were: Ability of Personnel - 20 points, Proposer's Experience and Available Equipment - 15 points, Understanding of Scope of Work - 20 points, Schedule - 20 points, Price - 25 points with 10 of those points being for Reasonableness of Unit Prices.
- Discussion followed on the submittals based on the criteria:
- Mr. Stilwell was asked to check references of all proposers.
- Ms. Perna outlined the process SCCDD used.
- Mr. Johnson suggested approving the ranking, having Mr. Stilwell check the references and scheduling the award of contract for the next meeting. They can continue the meeting to award once the references have been checked.
- Ms. Rose Bock addressed the Board being unprepared to discuss this item.
- The consensus is to continue the meeting for two weeks.
- Scoring
 - Personnel - 20 points for all
 - Proposer's Experience and Available Equipment - 15 points for all
 - Understanding of Scope of Work - CCG - 20 points, Farrell Brothers - 15 points, Hayward - 20 points
 - Schedule - CCG - 15 points, Farrell Brothers - 10 points, Hayward - 5 points
 - Ability to Complete on Schedule - 5 points for all
 - Price - CCG - 14.08 points, Farrell Brothers - 12.35 points, Hayward - full 15 points for the lowest price
 - Reasonableness of Unit Prices - 10 points for all
 - Coleman Construction Group - 99.08 total points
 - Farrell Brothers - 87.35 total points
 - Hayward Construction - 90 total points
 - Ranking being #1 is CCG, #2 is Hayward Construction, and #3 is Farrell Brothers
- Mr. Imad Hamameh suggested Mr. Stilwell validate the anomaly in the disposal cost.

C. Consideration of Additional Tasks for Pickleball Court Project

- Mr. Hoffman addressed the pickleball court project and the project cost being higher than anticipated.
 - Needed are construction plans, drainage plans, landscape plans, and contacting SJRWMD to move trees.
- Discussion followed on the Prosser proposal for Sitework Civil Engineering, Design and Permitting for the pickleball courts.
 - Six tasks - Tasks I and V have been completed.
 - Tasks II, III and IV are needed.
- Dr. Entman has a price of \$120,000 for the complete job including quartz lights rather than LED, with Mr. Hutcherson to do some of the work. So an estimate of around \$125,000.
- Discussion followed on the engineering cost to get the project off the ground.
 - Mr. Stilwell addressed permitting costs. He furthered noted the \$125,000 is based off of a one plan sheet conceptual drawing. There are no specifications for compaction, asphalt or walls that need wind loads, so he cannot validate that cost. The landscaping, regardless of whether Mr. Hutcherson is doing it, still needs to be added into the project cost.

On MOTION by Dr. Entman seconded by Mr. Kemmish, with all in favor, Tasks II, III, and IV-A for a cost of \$19,600 were approved.

- Mr. Stilwell noted Task VI was the structural engineering if they want the rebound wall designed, and it is not part of his scope.
- Mr. Hoffman requested Mr. Stilwell speak to Mr. Salmon regarding the design as there is a place needed for a gate in the fence to bring equipment in, and a shade area.
- Mr. Kemmish asked that Mr. Stilwell also coordinate with Mr. Salmon on the fencing at the courts and the need for the installation of a gate for ball retrieval.

D. Feasibility of Cart Path

- Mr. Hoffman addressed the cart path to Publix that came up in the residential survey. He noted Prosser has provided a map which basically shows you can do a path down either side of Palencia Village Drive presumably at some cost.
 - Mr. Stilwell noted it is a significant cost. The minimum size multi-use path that allows a golf cart is 15 feet. There is a five foot sidewalk on the west side of Palencia Village Drive. Option A would require an additional ten feet. You also have to look at the clear zone of the carts on the path and all of the trees are pretty much in the way.
 - It was noted this sidewalk is used by the kids to get to school.
 - On the east side, the CDD does own the land, but it drops off to conservation easement for the majority of the route where the cart path would go, so there would be the clearing of the vegetation and then three or four feet of fill dirt to be brought in before building.
- The consensus is it is not feasible.

FIFTH ORDER OF BUSINESS

**Operations Manager’s Report
(continued)**

D. Splash Park Improvements

- Mr. Hoffman addressed the kiddie pool area and the thought of installing a splash pad in its place followed by a larger splash pool at a later date. Ms. Ciesla provided a proposal for the work.
 - Application and permitting fees are \$2,400
 - Engineering drawings are \$2,500
 - Total cost is \$68,815 from Bliss Products.
- Mr. Kemmish noted the funds could come from Series 2015 bonds.

<p>On MOTION by Mr. Raybuck seconded by Dr. Entman, with all in favor, to move forward with the Splash Pad at a cost of \$68,815 was approved.</p>

- An unidentified speaker came to address her issues to the Board and to speak on behalf of her friends and neighbors on Promenade Point Drive. The street is covered with debris that is never removed, the empty lots are not tended to, but

the thing that drives her here today is the cul-de-sac at the end of the street and the sawgrass planted in the center. They deserve better and are unhappy about the attention they do not get from Palencia.

- Mr. Hoffman noted the vacant lots are not CDD; it is a POA issue.
- The unidentified speaker noted she has expended her own funds to have the lots mowed.
- Mr. Hoffman asked Mr. Hutcherson to address the plantings.
- Ms. Ciesla noted yesterday the landscape crew was there. The sawgrass is an ornamental grass and what is being placed there is consistent with the rest of the landscaping throughout Palencia and there are restrictions on watering.
- Numerous speakers made Ms. Ciesla's additional comments inaudible.
- Mr. Hoffman noted Ms. Ciesla and Mr. Hutcherson can look at it.
- Dr. Entman noted the one thing they can address are the Palm fronds on Promenade Point that seem to stay there for awhile.
- Discussion followed with Mr. Hutcherson noting he was not aware it has been an issue.

FIFTH ORDER OF BUSINESS

Operations Manager's Report (continued)

- Ms. Ciesla addressed second tier projects and providing objectives for the CDD Amenity Center. She provided a sketch showing remodel options.
 - Discussion followed on making the amenity center a more useable space for residents.
 - Ms. Gunia addressed the improvements to be made to the outside concession area.
 - ADA access compliance was addressed.
 - Cost estimates are not yet available for upgrades to the amenity center.

C. LED Lights

- Mr. Hoffman noted LED lights are another improvement they have been discussing and asked Ms. Ciesla to comment.
- Ms. Ciesla reported Mr. Hutcherson has installed a couple of lights up front for the Board to review.
 - The estimate to do Palencia Village Drive to the traffic circle is \$26,000.
 - It was suggested this be included in the budget for FY 2019.
- Discussion continued on LED lighting and trimming the trees around the lights.
- An unidentified speaker inquired where they are with a dog park.
 - Mr. Hoffman noted they have no land.
 - Ms. Gunia noted a member of the SCCDD Board, Mr. Scott Keiling, has taken up the project and she has provided him the information she had.
 - Dr. Entman suggested putting this item under the Interlocal Agreement to split the expense of approximately \$10,000.
- Ms. Laurelle Zamparelli noted she asked a couple of months ago about the ADA compliance for a sidewalk.
 - Mr. Hutcherson noted he still needs to look at it.
 - Discussion continued on the sidewalk at the path crossing West Village Drive.
- Ms. Ciesla reviewed the Operations Report.
- Mr. Raybuck inquired when the court construction would be completed.
 - Mr. Hoffman noted as part of the regular resurfacing they tried to resurface a couple of courts, but it was during the rainy season and some got wet and did not dry out and they had to wait.
 - Mr. Kemmish noted they were working on it this week.
 - Ms. Ciesla noted she will get with Mr. Salmon.
- **A. SJSO Off-Duty Roving Patrol Violation**
- Ms. Ciesla reviewed the roving patrol report.
- The electronic speed signs were addressed with it being noted 13,325 vehicles were registered in a 30-day period. The average speed is 20 to 21 mph.
 - On Oak Common the average peak speed has been 33 mph.

- On North Loop Parkway the average peak speed has been 38 to 43 mph.
- Discussion followed on moving the Oak Common sign with Mr. Riley noting the speeding needs to be addressed rather than just gathering data. The sign will remain.
- Mr. Riley inquired if the neighbor who complained about the speeders has had any complaints since.
- Ms. Ciesla noted she has not heard from him.
- An unidentified speaker provided his opinion of how the data should be used to dispatch officers.

B. CDD Fences
Previously addressed.

D. Splash Park Improvements
Previously addressed.

SIXTH ORDER OF BUSINESS

Business Matters

A. RFP for Disaster Support, Financial Management and Cost Recovery Services

- Mr. Hoffman noted they have a request for proposals for support for disaster support and financial management working with FEMA to make sure they are getting everything they can. He noted he is at a loss on this as their people, Mr. Stilwell, Ms. Ciesla, Ms. Mary Heath and Ms. Buchanan have done a great job. They have the obligated funds and he thinks they are doing what they can but you never know what you do not know. The question is do they need an expert to come in?
 - A notice was published that the CDD was looking for bidders.
 - Dr. Entman noted this was his proposal as there are companies whose main business is to deal with FEMA, HUD and a few other grant agencies to help file the paperwork necessary after the construction begins. There are going to be overages and little pieces that are not in what they have today. If done properly, the fees are part of the administrative expenses of job and part of the reimbursable amounts. If they can bring someone in

who knows what they are doing, the worse that can happen is they pay them a couple of thousand dollars for insurance.

- Mr. Kemmish addressed the issues with the consultants at St. Johns County.
- Discussion followed with Ms. Ciesla noting where they are at this juncture is she and Ms. Heath have identified the scope, and as she stated earlier, it is a 180 degree difference dealing with FEMA on Hurricane Irma versus Hurricane Matthew. She further noted the deadline was February 16th and all the information has been submitted. A few months ago she would have been onboard for having a consultant. With regard to the reimbursement, it is not a guaranteed reimbursement for a consultant fee.
 - Dr. Entman noted he wanted to get it published so it follows the FEMA requirements.
 - Mr. Hoffman noted he thought it was already published.
 - Ms. Davis noted what they see in the agenda package is the published notice. She noted her understanding was since they did not have Board authorization to publish an RFP that today they were going to ask for ratification of issuing the RFP.

On MOTION by Mr. Riley seconded by Mr. Raybuck, with all in favor, the issuance and publication of the RFP was ratified.

- Dr. Entman noted they are not obligated to do anything with the proposals. They are laying the groundwork so if they decide they want to do something, they will have the packages.
- Ms. Ciesla noted the CDD is not eligible for some of the services listed in the RFP. It is not updated to reference some of the processes now in place through FEMA. They probably need to look at the scope.
- Ms. Davis noted the first page is what was published and the remaining is what she has been directed to provide responders as the Project Manual request for proposal document.

SEVENTH ORDER OF BUSINESS

Manager's Report - Discussion of Series 2015A Bonds Construction Fund

Previously addressed.

- Mr. Hoffman inquired how the true-up process works with SCCDD and Ms. Davis outlined the process.
- Discussion followed on when the process should happen with it being noted it should have happened in January, but due to accounting staff changes within both management companies it is still in process.

THIRD ORDER OF BUSINESS

Approval of the Minutes of the January 17, 2018 Meeting (continued)

A. Discussion of Open Items

- Mr. Hoffman addressed Paseo Reyes Road and the traffic pattern. There is no opportunity to improve the traffic. It is not CDD property, it is the County. They can install directional signage.
 - Mr. Kemmish noted the recommendation is for mirrors at the corner of Starbucks and striping to keep cars in the proper lane.
 - Ms. Ciesla will forward the property owner the suggested plan.
 - The consensus of the Board is not to install additional signage.
- Mr. Hoffman inquired if Ramco has the virtual gate up and running?
 - Ms. Ciesla noted it is being worked on as they speak, which means hopefully it will be working tonight.
- Mr. Kemmish addressed the paving of Regalo Road and the hopes of he and Mr. Johnson being able to meet with one or more County Commissioners.
 - Mr. Johnson noted they have been trying to get a meeting with Commissioner Morris.
 - Mr. Kemmish noted he would like guidance from the Board on how far the CDD is willing to go on the project. He does have some possible funding commitments of around \$25,000 from owners of commercial areas. The County Engineer said they can probably put in \$25,000. The

significant thing on the \$450,000 is the County's insistence that it will be a feeder road and a sidewalk required. The CDD has a path along the area from CDD property to the ball field. He would like to tell them the CDD would repair the path as a useable walkway. He would like to propose to the County the CDD would pay for the project upfront and get impact fees to get the money back over the course of time. The question is do they have the funds to do that and get the impact fees back over the timeframe it would take. If the County says no, we are not going to spend the whole thing, the next proposal would be impact fees from half and the CDD and other people [commercial] pay the other half.

- Discussion continued on the paving of Regalo Road and funding the project with it being noted this is not something they can use bond funds for as it is outside of the CDD. The consensus of the Board is to propose to "loan" the funds to the County to be repaid through impact fees.

EIGHTH ORDER OF BUSINESS

Attorney's Report - Review of Legal Defense of the Board Policy, Sunshine Law, and Public Records Law

- Mr. Johnson distributed and reviewed Legal Defense of the Board Policy, Sunshine Law and Public Records Law and several articles regarding violations.
- Mr. Johnson reminded the Board that this summer when they are thinking about scheduling their Board meeting that they have the opportunity by December to consider a joint meeting with SCCDD and whether it is appropriate at that time to think about merging the Districts.
 - Mr. Hoffman inquired if it takes a vote of the community.
 - Mr. Johnson noted it requires a vote of both Boards and there is a merger agreement process. At the end of the day, it is not a 50% reduction in expenses, but you go from two District Management contracts to one, you save on legal costs, audit costs, directors and officers liability insurance, all the things that are duplicative. Candidly, the difficult thing is you now have 10 elected officials having to agree to go down to five elected officials.

- Discussion continued on getting the Districts under one roof.
- Mr. Johnson reported it is very likely legislation will pass that will bump up the reporting dates of District audits by about three months.
- Mr. Riley addressed HB11 and how costly it will be to the District.
 - Mr. Johnson noted he thinks there is a good chance it does not pass but if it does it will be a budgetary item.

TENTH ORDER OF BUSINESS

**Acceptance of the January 2018
Financial Report and Approval of
Check Register and Invoices**

On MOTION by Mr. Riley seconded by Mr. Kemmish, with all in favor, the January 2018 financials were accepted and Check Register and Invoices were approved.

NINTH ORDER OF BUSINESS

Supervisor Requests

- Mr. Riley addressed everything being done at the 11th hour. He prefers to be prepared and having meeting docs in advance. If not provided prior to the meeting, it should be placed on the next agenda. Discussion followed.

ELEVENTH ORDER OF BUSINESS

Adjournment

On MOTION by Dr. Entman seconded by Mr. Raybuck, with all in favor, the meeting was continued to March 7, 2018 for Boardwalk repair award.

Janice Eggleton Davis
Secretary

Howard Hoffman
Chairman

Fourth Order of Business

4B

MCCDD Shop

1875 North Loop Parkway, St Augustine, FL

CO 11: FPL Credit & Field Changes

Item	Quantity	Units	Unit Cost	Total	Comments
Miscellaneous Field Changes					
Install Molly Bolts @ Roll Up Door Jambs per Roy & Steve					\$ 1,315
Molly Bolts for door jambs (112 total)	1	LS	\$ 65.00	\$ 65	Nikolay
Paint Materials	1	Gal	\$ 50.00	\$ 50	Nikolay
Labor to procure, install and paint molly bolts	16	Hours	\$ 75.00	\$ 1,200	Nikolay
				\$ -	
Fire Marshal Inspection Requirements					
Concrete stoop @ rear personnel door	1	LS	\$ 450.00	\$ 450	Kroger
Flammable Wood Floor Truss Sign	1	LS	\$ 17.00	\$ 17	
Signage Labor to Procure and Install	3	Hours	\$ 75.00	\$ 225	
				\$ -	
FPL Damaged Sidewalk Repairs					
Demo/disposal of concrete at FPL damaged area	1	LS	\$ 400.00	\$ 400	Kroger
Concrete repair at FPL damage area	1	LS	\$ 550.00	\$ 550	Kroger
				\$ -	
Replace Standard Hinges with SS on Ext. Doors (5)					
Replace exterior door hinges with SS	1	LS	\$ 370.00	\$ 370	Quality Hardware
Hinge Labor	4	Hours	\$ 75.00	\$ 300	Nikolay
				\$ -	
Add Niche trim to concrete siding at both bldgs.					
Niche trim at hardi siding	1	LS	\$ 425.00	\$ 425	Manning
Niche trim labor	8	Hours	\$ 75.00	\$ 600	Steve Murray
				\$ -	
Replace Damaged rear personnel door					
Door material	1	LS	\$ 250.00	\$ 250	
Shipping	1	LS	\$ 250.00	\$ 250	
Installation Labor	4	Hours	\$ 75.00	\$ 300	
				\$ -	
Comcast Data Conduit and WP NEMA 3R encl. @ Fert Bldg					
Comcast data conduit	1	LS	\$ 800.00	\$ 800	Aqua
Nema 3R weatherproof wall switch	1	LS	\$ 400.00	\$ 400	Aqua
				\$ -	
RCI to Absorb Costs					
Credit for SS hinge replacement	-1	LS	\$ 670.00	\$ (670)	
Credit for personnel door replacement	-1	LS	\$ 800.00	\$ (800)	
Credit to zero out CO 11	-1	LS	\$ 361.00	\$ (361)	
				\$ -	

Subtotal Adds		\$ 4,821	\$ 4,821
Overhead	10%	\$ 482	
Fee	10%	\$ 482	
Bond Premium	1.5%	\$ 72	
Total Adds		\$ 5,858	

Credits

Item	Quantity	Units	Unit Cost	Total	Comments
FPL Fee Credit & Easement Prep Support					
Credit for lower payment to FPL	-1	LS	\$ 4,858.00	\$ (4,858)	paid \$3,142 to FPL
Survey/easement services for FPL easement prep	1	LS	\$ 500.00	\$ 500	Bradshaw-Niles
				\$ -	
Interior Paint Credit Requested by Roy Hutcherson					
Interior Paint Credit per Roy Hutcherson	-1	LS	\$ 1,500.00	\$ (1,500)	
				\$ -	

Subtotal Credits		\$ (5,858)	\$ (5,858)
-------------------------	--	------------	------------

TOTAL CO \$ (0)

4C.

Exhibit D
Form of Requisition

MARSHALL CREEK COMMUNITY DEVELOPMENT DISTRICT
SPECIAL ASSESSMENT BONDS, SERIES 2015A

The undersigned, a Responsible Officer of Marshall Creek Community Development District (the "District") hereby submits the following requisition for disbursement under and pursuant to the terms of the Trust Indenture from the District to US Bank, as trustee (the "Trustee"), dated as of March 31, 2015 (the "indenture"), (all capitalized terms used herein shall have the meaning ascribed to such term in the Indenture):

A Requisition Number: 47

Subject: Construction Services through February 26, 2018
(See Attached Application for Payment #9)

B Name of Payee: Rollings Construction, Inc.
500 Osceola Ave.
Jacksonville Beach, FL 32250

C Amount Payable: \$20,043.10

D Purpose for which paid or incurred (refer also to specific contract if amount is due and payable pursuant to a contract involving progress payments, of, state Costs of Issuance, if applicable):

E Fund or Account from which disbursement to be made:
Construction Fund

The undersigned hereby certifies that:

1. obligations in the stated amount set forth above have been incurred by the District,

or

this requisition is for Costs of Issuance payable from the Acquisition and Construction fund that have not previously been paid;

2. each disbursement set forth above is a proper charge against the Acquisition and Construction Fund;

3. each disbursement set forth above was incurred in connection with the Acquisition and/or Construction of the Project;
4. each disbursement represents a Cost of the Project which has not previously been paid.

The undersigned hereby further certifies that there has not been filed with or served upon the District notice of any lien, right to lien, or attachment upon, or claim affecting the right to receive payment of, any of the moneys payable to the payee set forth above, which has not been released or will not be released simultaneously with the payment hereof.

The undersigned hereby further certifies that such requisition contains no item representing payment on account of any retained percentage which the District is at the date of such certificate entitled to retain.

Attached hereto are originals of the invoice(s) from the vendor of the property acquired or the services rendered with respect to which disbursement is hereby requested.

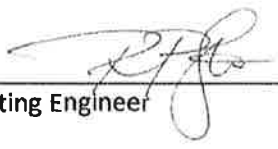
MARSHALL CREEK COMMUNITY
DEVELOPMENT DISTRICT

By: 
Responsible Officer

**CONSULTING ENGINEER'S APPROVAL FOR NON-COST OF ISSUANCE
REQUESTS ONLY**

If this requisition is for a disbursement from other than Costs of Issuance, the undersigned Consulting Engineer hereby certifies that this disbursement is for a Cost of the Project and is consistent with: (i) the applicable acquisition or construction contract; (ii) the plans and specifications for the portion of the project with respect to which such disbursement is being made; and (iii) the report of the Consulting Engineer, as such report shall have been amended or modified on the date hereof.

Ryan P. Stilwell, P.E.


Consulting Engineer

APPLICATION AND CERTIFICATION FOR PAYMENT

AIA DOCUMENT G702

PAGE ONE OF 2 Pages

TO OWNER: MCCDD C/O Prosser, Inc.
3910 Sutton Park Drive South, Suite 201
Jacksonville, FL 32224

PROJECT: CDD Maint. Shop
1890 North Loop Road
St. Augustine, Florida

APPLICATION NO: 9 - Revised

Distribution to:

||
||
||
||
||
||

FROM CONTRACTOR:
Rollings Construction, Inc.
500 Osceola Avenue
Jacksonville Beach, FL 32250

VIA ARCHITECT:
Prosser, Inc.
3910 Sutton Park Dr., #200
Jacksonville, FL 32224

PERIOD TO: 26-Feb-18

PROJECT NOS: RCI 201638

CONTRACT FOR:

CONTRACT DATE: 14-Nov-16

CONTRACTOR'S APPLICATION FOR PAYMENT

Application is made for payment, as shown below, in connection with the Contract. Continuation Sheet, AIA Document G703, is attached.

The undersigned Contractor certifies that to the best of the Contractor's knowledge, information and belief the Work covered by this Application for Payment has been completed in accordance with the Contract Documents, that all amounts have been paid by the Contractor for Work for which previous Certificates for Payment were issued and payments received from the Owner, and that current payment shown herein is now due.

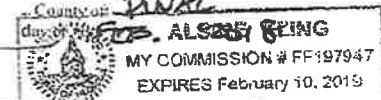
1. ORIGINAL CONTRACT SUM	\$	968,237.00
2. Net change by Change Orders	\$	67,454.00
3. CONTRACT SUM TO DATE (Line 1 + 2)	\$	1,035,691.00
4. TOTAL COMPLETED & STORED TO DATE (Column G on G703)	\$	1,035,691.00
5. RETAINAGE:		
a. 5 % of Completed Work (Column D + E on G703)	\$	51,784.55
b. 5 % of Stored Material (Column F on G703)	\$	0.00
Total Retainage (Lines 5a + 5b or Total in Column I of G703)	\$	51,784.55
6. TOTAL EARNED LESS RETAINAGE (Line 4 Less Line 5 Total)	\$	983,906.45
7. LESS PREVIOUS CERTIFICATES FOR PAYMENT (Line 6 from prior Certificate)	\$	963,863.35
8. CURRENT PAYMENT DUE	\$	20,043.10
9. BALANCE TO FINISH, INCLUDING RETAINAGE (Line 3 less Line 6)	\$	51,784.55

CONTRACTOR:

By: *[Signature]*

Date: 2/27/18

State of: FLORIDA
Subscribed and sworn to before me this 27th day of Feb. 2018.
Notary Public:
My Commission expires: 12/31/2019



ARCHITECT'S CERTIFICATE FOR PAYMENT

In accordance with the Contract Documents, based on on-site observations and the data comprising the application, the Architect certifies to the Owner that to the best of the Architect's knowledge, information and belief the Work has progressed as indicated, the quality of the Work is in accordance with the Contract Documents, and the Contractor is entitled to payment of the AMOUNT CERTIFIED.

AMOUNT CERTIFIED \$ 20,043.10

(Attach explanation if amount certified differs from the amount applied. Initial all figures on this Application and on the Continuation Sheet but are changed to conform with the amount certified.)

ARCHITECT:

By: *[Signature]*

Date: 3/8/18

This Certificate is not negotiable. The AMOUNT CERTIFIED is payable only to the Contractor named herein. Issuance, payment and acceptance of payment are without prejudice to any rights of the Owner or Contractor under this Contract.

CHANGE ORDER SUMMARY	ADDITIONS	DEDUCTIONS
Total changes approved in previous months by Owner	\$67,454.00	
Total approved this Month	\$0.00	
TOTALS	\$67,454.00	\$0.00
NET CHANGES by Change Order	\$67,454.00	

CONTINUATION SHEET

AIA DOCUMENT G703

PAGE 2 OF 2 PAGES

AIA Document G702, APPLICATION AND CERTIFICATION FOR PAYMENT, containing Contractor's signed certification is attached.

In tabulations below, amounts are stated to the nearest dollar.

Use Column I on Contracts where variable retainage for line items may apply.

APPLICATION NO: 9 - Revised
APPLICATION DATE: 26-Feb-18

PERIOD TO: 26-Feb-18

ARCHITECT'S PROJECT NO: RC1201638

A ITEM NO.	B DESCRIPTION OF WORK	C SCHEDULED VALUE	D WORK COMPLETED		F MATERIALS PRESENTLY STORED (NOT IN D OR E)	G TOTAL COMPLETED AND STORED TO DATE (D+E+F)		H % (G = C)	I BALANCE TO FINISH (C - G)	J RETAINAGE (IF VARIABLE RATE)
			FROM PREVIOUS APPLICATION (D + E)	THIS PERIOD						
	Base Contract									5%
1	General Conditions	\$57,772.00	\$54,772.00	\$3,000.00		\$57,772.00	100.00%		\$2,888.60	
2	Site Work	\$187,952.00	\$171,920.00	\$16,032.00		\$187,952.00	100.00%		\$9,397.60	
3	Concrete	\$116,810.00	\$116,810.00			\$116,810.00	100.00%		\$5,840.50	
4	Masonry	\$29,727.00	\$29,727.00			\$29,727.00	100.00%		\$1,486.35	
5	Structural & Misc. Steel	\$19,750.00	\$19,750.00			\$19,750.00	100.00%		\$987.90	
6	Carpentry	\$33,898.00	\$33,898.00			\$33,898.00	100.00%		\$1,694.90	
7	Thermal & Moisture Protection	\$4,791.00	\$4,791.00			\$4,791.00	100.00%		\$239.55	
8	Doors & Windows	\$22,815.00	\$22,815.00			\$22,815.00	100.00%		\$1,140.75	
9	Finishes	\$43,100.00	\$27,875.00	\$15,225.00		\$43,100.00	100.00%		\$2,155.00	
10	Specialties	\$8,776.00		\$8,776.00		\$8,776.00	100.00%		\$438.80	
11	Equipment	\$0.00							\$0.00	
12	Furnishings	\$12,338.00	\$12,338.00			\$12,338.00	100.00%		\$616.90	
13	Special Construction	\$217,492.00	\$217,492.00			\$217,492.00	100.00%		\$10,874.60	
14	Conveying Systems	\$0.00							\$0.00	
15	Mechanical	\$88,990.00	\$88,990.00			\$88,990.00	100.00%		\$4,449.50	
16	Electrical	\$124,026.00	\$113,091.00	\$10,935.00		\$124,026.00	100.00%		\$6,201.30	
17	Technology	\$0.00							\$0.00	
	Subtotal	\$968,237.60							\$0.00	
	Change Orders									
8	CO 1: VE Deducts	(\$32,870.00)		(\$32,870.00)		(\$32,870.00)	100.00%		(\$1,643.50)	
9	CO 2: Plan Changes required by SDC Permit Review	\$19,387.00	\$19,387.00			\$19,387.00	100.00%		\$969.35	
10	CO 3: Relo water line to avoid beam conflict	\$17,916.00	\$17,916.00			\$17,916.00	100.00%		\$895.80	
11	CO 4: FPL Conduit conflict ... REJECTED	\$0.00							\$0.00	
12	CO 5: FPL Primary Splice Box Conflict ... REJECTED	\$0.00							\$0.00	
13	CO 6: Move building & realign entrance road	\$34,857.00	\$34,857.00			\$34,857.00	100.00%		\$1,742.85	
10	CO 7: Relocate FPL hand hole	\$12,728.00	\$12,728.00			\$12,728.00	100.00%		\$636.40	
14	CO 8: Time extension CO ... No Cost	\$0.00							\$0.00	
12	CO 9: Extend water line and entrance drive	\$4,200.00	\$4,200.00			\$4,200.00	100.00%		\$210.00	
13	CO 10: Fertilizer Building utilities	\$11,236.00	\$11,236.00			\$11,236.00	100.00%		\$561.80	
14									\$0.00	
	Subtotal	\$67,454.00							\$0.00	

CONTINUATION SHEET

AIA DOCUMENT G703

PAGE 2 OF 2 PAGES

AIA Document G702, APPLICATION AND CERTIFICATION FOR PAYMENT, containing Contractor's signed certification is attached.

In tabulations below, amounts are stated to the nearest dollar.

Use Column I on Contracts where variable retainage for line items may apply.

APPLICATION NO: 9 - Revised
APPLICATION DATE: 26-Feb-18

PERIOD TO: 26-Feb-18

ARCHITECT'S PROJECT NO: RC1201638

A ITEM NO.	B DESCRIPTION OF WORK	C SCHEDULED VALUE	D WORK COMPLETED		F MATERIALS PRESENTLY STORED (NOT IN D OR E)	G		H BALANCE TO FINISH (C - G)	I RETAINAGE (IF VARIABLE RATE) 5%
			FROM PREVIOUS APPLICATION (D + E)	THIS PERIOD		TOTAL COMPLETED AND STORED TO DATE (D+E+F)	% (G + C)		
GRAND TOTALS		\$1,035,691.00	\$1,014,593.00	\$21,098.00	\$0.00	\$1,035,691.00	100.00%	\$0.00	\$51,784.55

Users may obtain validation of this document by requesting of the license a completed AIA Document D401 - Certification of Document's Authenticity

Exhibit D
Form of Requisition

MARSHALL CREEK COMMUNITY DEVELOPMENT DISTRICT
SPECIAL ASSESSMENT BONDS, SERIES 2015A

The undersigned, a Responsible Officer of Marshall Creek Community Development District (the "District") hereby submits the following requisition for disbursement under and pursuant to the terms of the Trust Indenture from the District to US Bank, as trustee (the "Trustee"), dated as of March 31, 2015 (the "indenture"), (all capitalized terms used herein shall have the meaning ascribed to such term in the Indenture):

- A Requisition Number: 48
- Subject: Professional Services from February 1, 2018 to February 28, 2018
(See Attached Invoice #39509)
- B Name of Payee: Prosser, Inc.
13901 Sutton Park Drive S.
Suite 200
Jacksonville, FL 32224
- C Amount Payable: \$1,425.00
- D Purpose for which paid or incurred (refer also to specific contract if amount is due and payable pursuant to a contract involving progress payments, of, state Costs of Issuance, if applicable):
- E Fund or Account from which disbursement to be made:
Construction Fund

The undersigned hereby certifies that:

1. obligations in the stated amount set forth above have been incurred by the District,
or
- this requisition is for Costs of Issuance payable from the Acquisition and Construction fund that have not previously been paid;
2. each disbursement set forth above is a proper charge against the Acquisition and Construction Fund;

3. each disbursement set forth above was incurred in connection with the Acquisition and/or Construction of the Project;
4. each disbursement represents a Cost of the Project which has not previously been paid.

The undersigned hereby further certifies that there has not been filed with or served upon the District notice of any lien, right to lien, or attachment upon, or claim affecting the right to receive payment of, any of the moneys payable to the payee set forth above, which has not been released or will not be released simultaneously with the payment hereof.

The undersigned hereby further certifies that such requisition contains no item representing payment on account of any retained percentage which the District is at the date of such certificate entitled to retain.

Attached hereto are originals of the invoice(s) from the vendor of the property acquired or the services rendered with respect to which disbursement is hereby requested.

MARSHALL CREEK COMMUNITY
DEVELOPMENT DISTRICT

By: _____
Responsible Officer

CONSULTING ENGINEER'S APPROVAL FOR NON-COST OF ISSUANCE
REQUESTS ONLY

If this requisition is for a disbursement from other than Costs of Issuance, the undersigned Consulting Engineer hereby certifies that this disbursement is for a Cost of the Project and is consistent with: (i) the applicable acquisition or construction contract; (ii) the plans and specifications for the portion of the project with respect to which such disbursement is being made; and (iii) the report of the Consulting Engineer, as such report shall have been amended or modified on the date hereof.

Ryan P. Stilwell, P.E. _____

Consulting Engineer





March 12, 2018
Project No: 100101.73
Invoice No: 39509

Marshall Creek CDD
Attn: Accounts Payable
210 N. University Drive
Suite 702
Coral Springs, FL 33071

Project 100101.73 MCCDD/2015 Construction Bond

Professional Services from February 1, 2018 to February 28, 2018

Task 4: Bidding & Construction

Professional Personnel

	Hours	Rate	Amount	
Principal	3.00	160.00	480.00	
Construction Project Manager	9.00	105.00	945.00	
Totals	12.00		1,425.00	
Total Labor				1,425.00
		Total this Task		\$1,425.00
		Total this Invoice		\$1,425.00

Fifth Order of Business

Marshall Creek CDD
February 1 - 28, 2018 Operations Report

Operations Management Team

- E-blasts Sent Included the Following:
 - i. On Behalf of Tennis – March 10th Tennis Mixer, Upcoming Tennis Events
 - ii. On Behalf of the Amenities Centers – Events Update, Food Truck Fridays and Magic Show, Swim Team Program, Summer Camp Information, Changes to Class Day and Times, Closure of SCCDD Pool for Repairs, Nutrition Seminars and an Evening of Art
- Coordinated With District Engineer on Distribution of Contractor Bids for Boardwalk Repair
- Coordinated With Amenities Director/Vendors on Quotes for MCCDD Splash Pad
- Worked With Comcast Representative Regarding Installation of Infrastructure for Service to District Buildings
- Continue to Work With District Engineer on Clarification of Fencing Restrictions
- Continue to Coordinate With FEMA on Monies for Boardwalk Damage From Hurricanes Matthew and Irma
- Continue to Administer SJC Off-Duty Deputies Patrols Program to Include Scheduling, Logs, and Payments

Landscape Maintenance

- Irrigation:
 - i. Repaired Broken Irrigation Main Line
 - ii. Re-located District's Irrigation Main Line/Zone Wires From Residential Back Yard Property on Promenade Pointe Drive
 - iii. Installed Irrigation and Landscape Plants at New Maintenance Building
- Tree Removal:
 - i. 8 Dead Pine Trees Due to Beetle Activity
 - ii. 3 Dead Washingtonian Palms Due to Blight
- Applied a Plant Protectant to All St. Augustine Turf
- Performed Landscape Improvements, Such As Flower Change Outs Throughout the Community
- Continue With Installation of Pine Straw Mulch Throughout Community

Engineering

- Repaired Decorative Light Fixture on Spanish Marsh Drive
- Treated Boardwalks in Cypress Crossing/Oak Common Neighborhoods for Mold
- Repaired Uneven Sidewalk Area in Cypress Crossing Neighborhood
- Cleaned, Painted and Replaced Brass Numbers on District Mailboxes
- Maintenance Issues Addressed at the Fitness Center (**SCCDD**) Included:
 - i. Repaired Leak and Unclogged Slow Draining Sink in Women's Locker Room
 - ii. Installed Coat/Handbag Hooks
- Maintenance Issues Addressed at the Amenity Center (**MCCDD**) Included:
 - i. Removed Old Mat Holders From Aerobics Mechanical Room
 - ii. Adjusted Variable Pitch Pulley and Replaced Belt on A/C Unit

Swim and Fitness Facilities

- Hosted a Successful Food Truck Friday/Magic Show Combo Night
- Began Hiring Process for Summer Lifeguards and Camp Staff
- Began Preliminary Planning For Family Yoga Classes
- Coordinated With Contractor Regarding Update to Make Snack Bar Area Useable
- Opened the SCCDD Lap Pool One Week Earlier Than Scheduled
- Put Out New Furniture at Both Center's Pool Areas
- Continue With Planning for the Upcoming Easter Eggstravaganza and 2018 Season Summer Camp
- Continue With Planning of Upcoming Projects, Including Pickle Ball and a Splash Pad

Tennis Center

- Hosted a Junior Fun Day With Approximately 25 Kids Participating in Matches and Earning Prizes
- Continue With Preparations for the Upcoming Charity Tennis Tournament (Camp Boggy Creek) Scheduled for April 13th - 15th
- Maintenance Updates - Completed Re-surfacing of Courts 5 and 6, and Replaced Bulbs on Courts 7 and 10

5A

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 Activity	Child Mischief	Adult Mischief	Warning or Citation	Day of the Week	Notes
02/02/18		3							2 written warnings, 1 verbal warning	Friday	2 written warnings for excessive speed, 1 verbal warning for registered golf cart driving on sidewalk
02/08/18		4							1 written warning, 3 verbal warnings	Thursday	2 verbal warnings for stop sign violation, 1 written warning for excessive speed
02/17/18		1							1 verbal warning	Saturday	1 verbal warning for excessive speed
02/19/18		4							1 verbal warning, 3 written warnings	Monday	1 verbal warning for excessive speed, 3 written warnings for stop sign violation
02/22/18		2							2 verbal warnings	Thursday	2 verbal warnings for vehicle equipment violations
02/25/18		3							3 verbal warnings	Sunday	3 verbal warnings for excessive speed
02/26/18		4							2 verbal warnings, 2 written warnings	Monday	2 verbal warnings and 2 written warnings for stop sign violations
02/28/18		2	1						2 written warnings, 1 verbal warning	Wednesday	2 written warnings for stop sign violation; 1 verbal warning for golf cart without tag, excessive speed and failure to yield to bicycle
February 2018 Totals	0	23	1	0	0	0	0	0			
2018 YTD total	1	40	1	0	0	0	0	0			
Month to Month Comparison											
February 2017 Totals	1	11	0	0	0	0	1	0			
February 2018 Totals	0	23	1	0	0	0	0	0			

5B.

PROJECT MANUAL
FOR
LANDSCAPE & IRRIGATION MAINTENANCE SERVICES
SWEETWATER CREEK
COMMUNITY DEVELOPMENT DISTRICT

Date of Issue: February 16, 2018
Due Date / Time: March 21, 2018 at 2:00 p.m.

PROJECT MANUAL
TABLE OF CONTENTS

1.	Invitation for Proposals.....	3-5
2.	Instructions to Proposers.....	6-11
3.	Evaluation Criteria.....	12-13
4.	Affidavit of Acknowledgments.....	14-15
5.	Proposal Forms.....	16-17
	a. Scope of Services.....	18-25
	b. Maintenance Maps/Plans.....	26-36
	c. Qualification Statement and Forms.....	37-51
6.	Proposed Landscape Maintenance Agreement.....	52-65

**REQUEST FOR PROPOSALS (“RFP”)
LANDSCAPE AND IRRIGATION MAINTENANCE SERVICES FOR
SWEETWATER CREEK COMMUNITY DEVELOPMENT DISTRICT**

AND

NOTICE OF PUBLIC MEETING TO OPEN RFP RESPONSES

St. Johns County, Florida

Request for Proposals

Notice is hereby given that **Sweetwater Creek Community Development District** (the “**District**”) will accept proposals from all qualified companies interested in providing landscape and irrigation maintenance services.

The project manual (“**Project Manual**”) will be available for public inspection and may be obtained beginning Friday, February 16, 2018 at 9:00 a.m. (EST) through Friday, March 2, 2018 at 10:00 a.m. (EST) (“**Proposal Pick-Up Time**”) at the offices of Fishkind & Associates at 12051 Corporate Boulevard, Orlando, FL 32817 or via email request to Jorgi Algard at jorgia@fishkind.com.

Firms desiring to submit proposals for this project must attend a mandatory pre-proposal meeting, on Friday, March 2, 2018 at 11:00 a.m. (EST) at the Project site, Ensenada Park: 491 Ensenada Drive, St. Augustine, FL 32095. Firms desiring to submit proposals must submit one (1) electronic copy and five (5) hard copies of the required proposal no later than Wednesday, March 21, 2018 at 2:00 p.m. (EST) at Fishkind & Associates, 12051 Corporate Blvd, Orlando, FL 32817, Attention: Jorgi Algard. As noted below, all presented proposals will be publicly opened at that specified day, time and location.

Failure to attend the mandatory pre-proposal meeting as specified will disqualify the proposer. Proposals shall be submitted in a sealed package, shall bear the name of the proposer on the outside of the package and shall clearly identify the project as “Sweetwater Creek Community Development District Landscape and Irrigation Maintenance Services Proposal.” Proposals may be either mailed or hand-delivered. No facsimile, telephonic, electronic, or telegraphic submittals will be accepted. Proposals received after the scheduled date and time for submittal may not be considered in the District’s discretion but can be claimed by the owner within ten (10) calendar days of the submittal deadline or if not retrieved within the aforementioned timeframe, may be destroyed by the District.

In order to submit a bid, each bidder must (1) be authorized to do business in Florida, and hold all required state and federal licenses, including those with the Florida Department of Transportation and St. Johns County, in good standing; (2) have at least three (3) years experience with landscape maintenance projects; and (3) attend the mandatory pre-bid meeting. All proposers should acquire a copy of the Project Manual prior to the pre-proposal meeting. Copies of the Project Manual will not be available at that meeting. The District reserves the right in its sole discretion to make changes to the Project Manual up until the time of the proposal opening, and to provide notice of such changes only to those proposers who have picked up a Project Manual.

If reasonable accommodations are needed for participation in any proposal meeting, please call the District Manager, Jill Cupps Burns, at (407) 382-3256 forty-eight hours in advance.

Any protest regarding the Project Manual, including but not limited to protests relating to the proposal notice, the proposal instructions, the proposal forms, the contract form, the scope of work, the map, the specifications, the evaluation criteria, the evaluation process established in the Project Manual, or any other issues or items relating to the Project Manual, must be filed in writing, within seventy-two (72) hours after the Proposal Pick-Up Time commences. The formal protest setting forth with particularity the facts and law upon which the protest is based shall be filed within seven (7) calendar days after the initial notice of protest was filed. Failure to timely file a notice of protest or failure to timely file a formal written protest shall constitute a waiver of any right to object or protest with respect to aforesaid plans, specifications or contract documents. Additional information and requirements regarding protests are set forth in the Project Manual and the District's Rules of Procedure, which are available from the District Manager. Any proposer who files a Notice of Protest protesting the Project Manual, a proposal rejection, or a proposal award shall post with the District at the time of filing, a protest bond payable to the District. The protest bond for protesting the Project Manual shall be in the amount of ten thousand dollars (\$10,000.00). Notwithstanding the District's operating rules, the protest bond for protesting a proposal rejection or proposal award shall be in an amount equal to ten percent (10%) of the value of the solicitation, but in no case less than ten thousand dollars (\$10,000.00). Bonds shall be by a U.S. postal service money order, certified, cashier's check or such other form of surety as the District's Staff may approve. All bonds shall be made payable to the District. Failure to post such bond within the requested time period shall result in the protest being dismissed by the District, with the proposer afforded no relief.

Rankings will be made based on the Evaluation Criteria contained within the Project Manual. Price will be one factor used in determining the proposal that is in the best interest of the District, but the District explicitly reserves the right to make such award to other than the lowest price proposal. The District has the right to reject any and all proposals and waive any technical errors, informalities or irregularities if it determines in its discretion it is in the best interest of the District to do so.

Notice of Public Meeting for Bid Opening

A special meeting of the Sweetwater Creek Community Development District will be held on Thursday, March 22, 2018 at 11:00 a.m. (EST) at 625 Palencia Club Drive, St. Augustine, FL 32095. No official action of the District's Board will be taken at this meeting, it is held for the limited purpose of opening the bids. The meeting is open to the public and will be conducted in accordance with the provisions of Florida law. A copy of the agenda for this meeting may be obtained from the District Manager, Jill Cupps Burns, Fishkind & Associates, Inc., 12051 Corporate Blvd., Orlando, Florida 32817. This meeting may be continued to a date, time, and place to be specified on the record at the meeting.

Any person requiring special accommodations at this meeting because of a disability or physical impairment should contact the District Office at (407) 382-3256 at least five calendar days prior to the meeting. If you are hearing or speech impaired, please contact the Florida Relay Service at 1-800-955-8770, for aid in contacting the District Office.

Any and all questions relative to this request for proposals shall be only directed in writing to Jorgi Algard at jorgia@fishkind.com, with e-mail copies to Jill Cupps Burns at jillc@fishkind.com and Wesley Haber at wesh@hgslaw.com. Questions must be submitted on or before 5:00pm, Friday, March 9, 2018.

**SWEETWATER CREEK
COMMUNITY DEVELOPMENT DISTRICT
REQUEST FOR PROPOSALS**

Landscape and Irrigation Maintenance Services
St. Johns County, Florida

Instructions to Proposers

SECTION 1. DUE DATE. Sealed proposals (including one (1) electronic copy and five (5) hard copies) must be received no later than March 21, 2018, at 2:00 p.m. (EST), at the offices of Fishkind & Associates, 12051 Corporate Blvd., Orlando, FL 32817. Attention: Jorgi Algard. Proposals will be publicly opened at a special meeting of the Sweetwater Creek Community Development District which will be held on Thursday, March 22, 2018 at 11:00 a.m. (EST) at 625 Palencia Club Drive, St. Augustine, FL 32095. Proposals for the District work shall be submitted in a sealed package shall bear the name of the proposer on the outside of the package and shall clearly identify the project. Proposals may be either mailed or hand-delivered. Proposals received after the time and date stipulated above will not be considered. Any proposal not completed as specified or missing the required proposal documents may be disqualified at the District's discretion. Firms or individuals submit their proposals on a voluntary basis and therefore are not entitled to compensation of any kind. The District shall not be obligated or be liable for any costs incurred by proposers prior to issuance of a contract. All costs to prepare and submit a response to this RFP shall be borne by the proposer.

SECTION 2. MANDATORY PRE-PROPOSAL MEETING. Firms desiring to submit proposals for this project must attend a mandatory pre-proposal meeting on Friday, March 2, 2018 at 11:00 a.m. (EST) at the project site, Ensenada Park: 491 Ensenada Drive, St. Augustine, FL 32095. Proposers who do not attend the pre-proposal meeting will not be eligible to submit a proposal.

SECTION 3. SIGNATURE ON PROPOSAL. The proposer must execute all District forms, affidavits, and acknowledgments for which signature and notary blocks are provided. If the proposal is made by an individual, that person's name and business address shall be shown. If made by a partnership, the name and business address of an authorized member of the firm or partnership shall be shown. If made by a corporation, the person signing the proposal shall show the name of the state under the laws of which the corporation was chartered. In addition, the proposal shall bear the seal of the corporation. Anyone signing the proposal as agent shall file with the proposal legal evidence of his/her authority to do so. All proposals must be completed in pen and ink or type written. No erasures are permitted. If a correction is necessary, draw a single line through the entered figure and enter the corrected figure above it. Corrections must be initialed by the person signing the proposal.

SECTION 4. FAMILIARITY WITH THE PROJECT. Each proposer, by and through the submission of a proposal, agrees that he shall be held responsible for having heretofore examined the project site, the location of all proposed work and for having satisfied himself from his own personal knowledge and experience or professional advice as to the character, conditions, and location of the site, the nature of the turf, shrubs, trees, palms, vegetation, weeds, sprinklers and irrigation systems, roads, sidewalks and paved paths, ground, surface and subsurface, and any

other conditions surrounding and affecting the work, any obstruction, the nature of any existing construction, and all other physical characteristics of the job, in order that the proposer may include in the prices which the proposer proposes all costs pertaining to the work and thereby provide for the satisfactory landscape maintenance thereof. The proposer agrees to accept the site in an “as is” condition, and hold its prices for the period set forth in this proposal package, regardless of any changes to the site that may occur from the time of proposal submission and through the time of contract award and the start of any work under the contract. The proposer, in preparing the proposal, shall take into consideration that work by other contractors may be in progress at or near the site and that the proposer shall not interfere with work done by such other contractors.

SECTION 5. FAMILIARITY WITH THE LAW. By submitting a proposal, the proposer is assumed to be familiar with the District’s operating rules and procedures, as well as all federal, state, and local laws, ordinances, rules and regulations that in any manner affect the provision of the requested services. Ignorance on the part of the proposer will in no way relieve it from responsibility to provide the services and fulfill such other obligations covered under the proposal in compliance with all such laws, ordinances and regulations.

SECTION 6. QUALIFICATIONS OF PROPOSER. The District contract, if awarded, will only be awarded to a responsible proposer who is qualified and has the ability to provide the services specified herein, at the sole and absolute discretion of the District. The proposer shall submit with its proposal satisfactory evidence of a history of fulfillment of similar contracts and show that it is fully prepared with the necessary organization, personnel, capital, and equipment to provide the specified services.

SECTION 7. COLLUSION. Proposers shall be disqualified and their proposals rejected if the District has reason to believe that collusion may exist among the proposers, the proposer has defaulted on any previous contract or is in arrears on any previous or existing contract, or for failure to demonstrate proper licensure and business organization.

SECTION 8. INTERPRETATIONS AND ADDENDA. Any and all questions relative to this request for proposals shall be only directed in writing to Jorgi Algard at jorgia@fishkind.com, with e-mail copies to Jill Cupps Burns at jillc@fishkind.com and Wesley Haber at wesh@hgslaw.com. Interpretations or clarifications considered necessary in response to such questions will be issued by addenda, faxed, mailed or otherwise delivered to all parties recorded as having received the Project Manual. Any inquiry or request for interpretation received before 5:00 p.m. on March 9, 2018 will be given consideration. Questions will be answered only by formal written addenda, which will be binding. No interpretations will be given verbally. All questions and answers will be distributed to all proposers. No inquiries will be accepted from subcontractors; the proposer shall be responsible for all queries. Additionally, the District reserves the right in its sole discretion to make changes to the Project Manual up until the time of the proposal opening.

SECTION 9. SUBMISSION OF PROPOSAL. Submit one (1) electronic copy and five (5) hard copies of the proposal forms for the District, along with other requested attachments, at the time and place indicated herein, which shall be enclosed in an opaque sealed envelope, marked with the project title and name and address of the proposer and accompanied by the required documents. If the proposal is sent through the mail or other delivery system, the sealed envelope shall be enclosed in a separate envelope with a notation “RESPONSE TO INVITATION FOR

PROPOSALS (Sweetwater Creek Community Development District – Landscape and Irrigation Maintenance Services) ENCLOSED” on the face of it.

SECTION 10. MODIFICATIONS AND WITHDRAWAL. Proposals may be modified or withdrawn by an appropriate document duly executed and delivered to the place where Proposals are to be submitted at any time prior to the time and date the proposals are due; provided however, additional information may be requested and/or provided to evidence compliance, make non-material modifications, clarifications or supplementations, and as otherwise permitted by Florida law. No proposal may be withdrawn after opening for a period of one hundred twenty (120) days.

SECTION 11. PROJECT MANUAL. The Project Manual, including scope of work for the District, will be available beginning Friday, February 16, 2018 at 9:00 a.m. (EST) through Friday, March 2, 2018 at 10:00 a.m. (EST) (“**Proposal Pick-Up Time**”) at the offices of Fishkind & Associates at 12051 Corporate Boulevard, Orlando, FL 32817 or via email request to Jorgi Algard at jorgia@fishkind.com.

SECTION 12. PROPOSAL FORMS. All blanks on the proposal forms must be completed in ink or typewritten. In making its proposal, each proposer represents that it has read and understands the Project Manual and that the proposal is made in accordance therewith, including verification of the contents of the Project Manual. Failure to supply any requested information and submit fully completed forms may result in disqualification. The District reserves the right to request additional information if clarification is necessary.

SECTION 13. BASIS OF AWARD/RIGHT TO REJECT. The District reserves the right to reject any and all District proposals in its sole and absolute discretion, whether or not reasonable, make modifications to the District work, and waive any informalities or irregularities in District proposals as it is deemed in the best interest of the District up until such time as a contract has been fully executed by both parties.

SECTION 14. CONTRACT AWARD AND SERVICE AGREEMENT TERM. Within fourteen (14) days of receipt of the Notice of Award of the District contract, or as otherwise extended by the District, the proposer shall enter into and execute a contract in substantially the form included within the Project Manual. The proposer is expected to commence work on or about June 1, 2018 or such other date that is designated by the District in a written Notice to Proceed, which date shall be fixed in the District’s sole discretion. Any work provided and any cost incurred by the proposer prior to receiving both the Notice of Award and the Notice to Proceed will be at the proposer’s risk unless specifically agreed to in writing by the District.

SECTION 15. CHANGES/MODIFICATIONS. The District reserves the right to order changes in its scope of work and resulting contract. The successful proposer has the right to request an equitable price adjustment in cases where modifications to the contract under the authority of this clause result in increased costs to the Contractor. Price adjustments will be based on the prices proposed by the Contractor in response to this solicitation. Any contract resulting from this solicitation may be modified upon written and mutual consent of both parties.

SECTION 16. INSURANCE. All proposers shall include as part of their proposal a current Certificate of Insurance, or equivalent information, demonstrating the company’s insurance coverage and the ability to meet at least the insurance coverage requirements set forth in the form

of contract included within the Project Manual. In the event the proposer is notified of award for the District work, it shall provide proof of Insurance Coverage requested, identifying the District, its officers, employees and agents as additional insured's, as more specifically to be stated in the contract to be executed, within fourteen (14) calendar days after notification, or within such approved extended period as may be granted.

SECTION 17. FINANCIALS. In evaluating and scoring the proposals, the District will consider the financial capability of each proposer, and as such each proposer should submit relevant information regarding financial capability. In the event the proposer is notified of award, the District may in its sole discretion require that the proposer provide sufficient proof of financial capability, including, if requested, audited financial statements from the last three years.

SECTION 18. INDEMNIFICATION. The successful proposer for the District work shall fully indemnify, defend and hold harmless the District and its officers, agents, and employees from and against all claims, damages, costs and losses arising, in whole or in part, as more fully set forth in the Contract form, to be executed.

SECTION 19. LIMITATION OF LIABILITY. Nothing herein shall be construed as or constitute a waiver of the District's limitations on liability contained in section 768.28, Florida Statutes, or other statute or law.

SECTION 20. PROPOSAL INFORMATION. All proposals should include the following information, among other things described herein:

- A. All completed and executed forms set forth in the Project Manual.
- B. A listing of the position / title and corporate responsibilities of key management or supervisory personnel (forms attached). Include resumes for each person listed, and list years of experience in present position for each party listed and years of related experience.
- C. Describe proposed staffing levels, including information on current operations, administrative, maintenance and management staffing of both a professional and technical nature, including resumes for staff at or above the project manager level.
- D. Information related to other projects of similar size and scope for which proposer has provided, or is currently providing, landscape and irrigation maintenance services (forms attached).
- E. At least three references from projects of similar size and scope. The proposer should include information relating to the work it conducted for each reference as well as a name, address and phone number of a contact person.
- F. A narrative description of the proposer's approach to providing the services as described in the scope of services provided herein.
- G. Completed proposal pricing. All responses must itemize the cost for each of the items described in the Project Manual and break out all costs, such as the number

of mowings by month, dollar value by event, etc. Unit costs for mulch and annuals, including installation, should be provided but not included in the contract amount as these services shall be rendered at the discretion of the District's Board of Supervisors.

SECTION 21. PROTESTS. Any protest relating to the Project Manual, including but not limited to protests relating to the proposal notice, the proposal instructions, the proposal forms, the contract form, the scope of work, the map, the specifications, the evaluation criteria, the evaluation process established in the Project Manual, or any other issues or items relating to the Project Manual, must be filed in writing, within seventy-two (72) hours (excluding Saturdays, Sundays, and official holidays of the State of Florida) after the Proposal Pick-Up Time commences, and any protest relating to a decision regarding a contract award or rejection of proposal(s) must be filed within seventy-two (72) hours (excluding Saturdays, Sundays, and official holidays of the State of Florida) after issuance of a notice of such a decision. Such protests must be filed to: **District Manager, Jill Cupps Burns at Fishkind & Associates, Inc., 12051 Corporate Blvd., Orlando, Florida 32817.** A formal protest setting forth with particularity the facts and law upon which the protest is based shall be filed within seven (7) calendar days after the initial notice of protest was filed. Failure to timely file a notice of protest or failure to timely file a formal written protest shall constitute a waiver of any right to object or protest relating to the aforesaid Project Manual.

SECTION 22. PROTEST BOND. Any proposer who files a Notice of Protest protesting the Project Manual, a proposal rejection, or a proposal award shall post with the District at the time of filing (within 72 hours as referenced in Section 19 above), a protest bond payable to the District. The protest bond for protesting the Project Manual shall be in the amount of ten thousand dollars (\$10,000.00). Notwithstanding the District's operating rules, the protest bond for protesting a proposal rejection or proposal award shall be in an amount equal to ten percent (10%) of the value of the solicitation, but in no case less than ten thousand dollars (\$10,000.00). Bonds shall be by a U.S. postal service money order, certified, cashier's check or such other form of surety as the District's Staff may approve. All bonds shall be made payable to the District. Failure to post such bond within the requested time period shall result in the protest being dismissed by the District, with the proposer afforded no relief.

If the person or firm protesting the award prevails, the bond shall be returned to the protestor; however, if, after completion of a formal protest hearing in which the District prevails, the bond shall be applied to payment of the costs and attorney fees incurred by the District relative to the protest. The entire amount of the bond shall be forfeited if the District determines that a protest was filed for a frivolous or improper purpose, including, but not limited to, the purpose of harassing, causing unnecessary delay, or causing needless cost for the District or other parties. No proposer shall be entitled to recover any costs of proposal preparation from the District, regardless of the outcome of any protest.

SECTION 23. EVALUATION OF PROPOSALS. The proposals shall be ranked based on the criteria presented in the Evaluation Criteria sheet(s), contained within the Project Manual. Price will be one factor used in determining the proposal that is in the best interest of the District, but the District explicitly reserves the right to make such award to other than the lowest price proposal. The District's Board of Supervisors shall review and evaluate the proposals in their individual discretion, and make any final determination with respect to the award of a final contract that is in the best interests of the District. Proposals may be held for a period not to exceed 120 days from

the date of proposal opening for the purposes of reviewing the proposals and investigating the qualifications of the proposers, prior to executing a contract agreement. During this time, all provisions of the submitted proposal must be in effect, including pricing. The District may visit the proposer's facilities as part of the evaluation process.

SECTION 24. BLACK OUT PERIOD/CONE OF SILENCE. The blackout period is defined as between the time the request for proposals is issued and the time the respective Boards award the contract. During this black out period, any attempt to influence the thinking of staff or officials related to a solicitation for goods or services, in person, by mail, by facsimile, by telephone, by electronic mail, or by any other means of communication, will result in disqualification of their award and/or contract. This does not apply to pre-solicitation conferences, contract negotiations, or communications with staff not concerning this solicitation.

SECTION 25. PRICING. Proposers shall submit their price information on the supplied forms with all blank spaces completed. Proposers shall also sign the required forms. Each line item shall be clearly stated and cover all charges including incidental expenses, applicable taxes, insurance, overhead and profit. Proposers will not be allowed to make any substitutions in materials, quantities or frequencies during the proposal process. Proposers shall guarantee that their pricing shall not increase throughout the term of the contract agreement executed.

SECTION 26. MANDATORY AND PERMISSIVE REQUIREMENTS. Notwithstanding anything else within the Project Manual, the only mandatory requirements of this Project Manual are that each proposer must be authorized to do business in Florida, and hold all required state and federal licenses in good standing. All other requirements set forth in the Project Manual shall be deemed "permissive," in that a proposer's failure to meet any requirement described in mandatory terms such as "shall," "will," "mandatory," or similar language does not automatically disqualify the proposer's proposal, but instead in the Board's discretion may result in the disqualification of a proposal or alternatively may be taken into account in the evaluation and scoring of the proposal.

SECTION 27. REFERENCE TERMS. Any headings in this document are for the purposes of reference only and shall not limit or otherwise affect the meaning thereof. Any reference to gender shall be construed to include all genders, firms, partnerships and corporations. References in the singular shall be construed to include the plural and references in the plural shall be construed to include the singular. Any reference to the "District" shall be construed to refer to the Sweetwater Creek Community Development District and the District shall be the authority for all matters concerning the District and the District's resulting contract.

SECTION 28. ADDITIONAL TERMS AND CONDITIONS. No additional terms and conditions included with the Proposal response shall be evaluated or considered and any and all such additional terms and conditions shall have no force and effect and are inapplicable to the Proposal. If submitted either purposefully through intent or design or inadvertently appearing separately in transmitting letters, specifications, literature, price lists or warranties, it is understood and agreed the general and special conditions in this solicitation are the only conditions applicable to this proposal and the proposer's authorized signature affixed to the proposal attests to this.

SECTION 29. E-VERIFY. Contractor may be required to utilize the U.S. Department of Homeland Security's E-Verify system to verify the employment eligibility of all new employees hired by Contractor or any subcontractors utilized during the term of the contract.

**SWEETWATER CREEK
COMMUNITY DEVELOPMENT DISTRICT
INVITATION FOR PROPOSAL
LANDSCAPE AND IRRIGATION MAINTENANCE SERVICES**

EVALUATION CRITERIA

Proposals for the District will be evaluated based on the following criteria:

Factor	Description	Points
1.	<p>Completeness of Proposal Completeness of response in accordance with RFP instructions and requirements. Proposal is neat, professional in appearance and bound appropriately for the document's thickness.</p>	5
2.	<p>Experience Contractual and technical experience in performing work of similar size and scope; experience working with commercial properties, community development districts, or public agencies; strength and stability of the contractor.</p>	25
3.	<p>Qualifications of Key Personnel Qualifications of staff, geographic locations of the firm's headquarters or office in relation to the project, adequacy of labor commitment, training programs for staff that are going to be assigned to this Project under this contract.</p>	25
4.	<p>Machinery, Equipment, and Manpower Contractor possesses adequate machinery, equipment, and manpower to perform the work for this Project under this contract in a high-quality manner or the ability to acquire said machinery, equipment, and manpower prior to contract start date. Contractor also has the ability to respond to emergency situations within 24 hours. Financial stability and creditworthiness of contractor will be considered. Contractor should provide Project specific information.</p>	25
5.	<p>Cost <u>12.5 Points</u> will be awarded to the Proposer submitting the lowest total bid, (i.e., the summation of the unit price extensions using quantity estimates provided, the allowances shown, plus the proposal contractor's fee) for completing the work. All other proposals will receive a percentage of this amount based upon the difference between the Proposer's bid and the low bid.) <u>7.5 Points</u> are allocated for the reasonableness of prices and balance of bid.</p>	20
Total		100

Once proposals are received for the District, the District's Board of Supervisors will review each submittal related to the District and score each proposal based on the evaluation criteria, information provided in response to reference checks, and any other information available to the District and permitted to be used under law. The District's award will be based on the proposal that is most advantageous to the District.

The District also reserves the right to seek clarification from prospective firms on any issue in a response for the District, invite specific firms for site visits or oral presentations, or take any action it feels necessary to properly evaluate the submissions and construct a solution in the District's best interest. Failure to submit the requested information or required documentation may result in the lessening of the proposal score or the disqualification of the proposal response.

Do not attempt to contact any District Board member, staff member or any person other than the appointed staff for questions relating to this RFP. Anyone attempting to lobby District representatives will be disqualified.

It is anticipated that the District's Board of Supervisors will meet to evaluate District proposals on April 5, 2018 at 1:45 p.m., but the District reserves the right to reschedule any such meeting.

AFFIDAVIT OF ACKNOWLEDGMENTS

STATE OF _____
COUNTY OF _____

Before me, the undersigned authority, appeared the affiant, _____, and having taken an oath, affiant, based on personal knowledge, deposes and states:

1. I am over eighteen (18) years of age and competent to testify as to the matters contained herein. I serve in the capacity of _____ for _____ (“**Proposer**”), and am authorized to make this Affidavit of Acknowledgments on behalf of Proposer.

2. I assisted with the preparation of, and have reviewed, the Proposer’s proposal (“**Proposal**”) provided in response to the Sweetwater Creek Community Development District proposal for landscape and irrigation maintenance services. All of the information provided therein is full and complete, and truthful and accurate. I understand that intentional inclusion of false, deceptive or fraudulent statements, or the intentional failure to include full and complete answers, may constitute fraud; and, that the District may consider such action on the part of the Proposer to constitute good cause for rejection of the proposal.

3. I do hereby certify that the Proposer has not, either directly or indirectly, participated in collusion or proposal rigging.

4. The Proposer agrees through submission of the Proposal to honor all pricing information one hundred and twenty (120) days from the opening of the proposals, and if awarded the contract on the basis of this Proposal to enter into and execute the contract in the form included in the Project Manual within fourteen (14) days after receiving a notice of award.

5. The Proposer acknowledges the receipt of the complete Project Manual as provided by the District and as described in the Project Manual’s Table of Contents, as well as the receipt of _____ the following Addendum No.’s:

6. By signing below, and by not filing a protest within the seventy-two (72) hour period after the Proposal Pick-Up Time, the Proposer acknowledges that (i) the Proposer has read, understood, and accepted the Project Manual; (ii) the Proposer has had an opportunity to consult with legal counsel regarding the Project Manual; (iii) the Proposer has agreed to the terms of the Project Manual; and (iv) the Proposer has waived any right to challenge any matter relating to the Project Manual, including but not limited to any protest relating to the proposal notice, proposal instructions, the proposal forms, the contract form, the scope of work, the map, the specifications, the evaluation criteria, the evaluation process established in the Project Manual, or any other issues or items relating to the Project Manual.

7. The Proposer authorizes and requests any person, firm or corporation to furnish any pertinent information requested by the Sweetwater Creek Community Development District, or its authorized agents, deemed necessary to verify the statements made in the Proposal, or regarding

the ability, standing, integrity, quality of performance, efficiency, and general reputation of the Proposer.

Under penalties of perjury under the laws of the State of Florida, I declare that I have read the foregoing Affidavit of Acknowledgments and that the foregoing is true and correct.

Dated this _____ day of _____, 2018.

Proposer: _____

By: _____

Title: _____

STATE OF _____
COUNTY OF _____

The foregoing instrument was acknowledged before me this ____ day of _____, 2018, by _____ of _____, who is personally known to me or who has produced _____ as identification, and did [] or did not [] take the oath.

Notary Public, State of Florida

Print Name: _____

Commission No.: _____

My Commission Expires: _____

PROPOSAL FORM
FOR
LANDSCAPE AND IRRIGATION MAINTENANCE SERVICES
FOR

SWEETWATER CREEK
COMMUNITY DEVELOPMENT DISTRICT

TO BE SUBMITTED TO:

SWEETWATER CREEK
COMMUNITY DEVELOPMENT DISTRICT
c/o Jorgi Algard
on or before March 21, 2018 at 2:00 P.M. (EST)

TO: Sweetwater Creek Community Development District

FROM:

(Proposer)

In accordance with the Request for Proposals for Landscape and Irrigation Maintenance for Sweetwater Creek Community Development District the undersigned proposes to provide all services as described in the detailed Scope and/or Specifications for the District.

All proposals shall be in accordance with the Project Manual.

**SWEETWATER CREEK COMMUNITY DEVELOPMENT DISTRICT
LANDSCAPE AND IRRIGATION MAINTENANCE SERVICES
PROPOSAL FORM**

I, _____ REPRESENTING _____ Company and/or Corporation, agree to furnish the services required in the scope/specifications at the following prices:

I. Annual Contract Proposal Amount:

A.	Current Area Total	\$ _____
B.	Amenity Area Total	\$ _____
C.	Future Area Total (not yet installed)	\$ _____
D.	Total Bid	\$ _____

NAME OF PROPOSER: _____

ADDRESS: _____

PHONE: _____ FAX: _____

SIGNATURE: _____

PRINTED NAME: _____

TITLE: _____

DATE: _____

EXHIBIT "A"
SCOPE OF SERVICES

SCOPE OF SERVICES

Sweetwater Creek CDD **Scope of Services** *Current Common Areas and Parks*

- I. Turf Management
 - A. St. Augustine
 - Mowing, weed eating, edging of curbs, walkways and asphalt paths. 34 services March – October and 6 services November – February. Edging of ornamental beds – 20 services annually.
 - B. Bahia
 - Mowing, weed eating, edging of curbs, walkways, pond banks and asphalt paths. 34 services March – October and 6 services November – February. Edging of ornamental beds – 20 services annually.
 - C. Bermuda
 - Mowing, weed eating, edging of curbs, and walkways. 34 services March – October and 6 services November – February. Edging of ornamental beds – 20 services annually.
- II. Trees and Shrubs
 - Shrubs pruned as necessary
 - Crepe myrtles cut back 1 time annually
 - Trees up to 8' to be pruned as needed
- III. Trash and Debris
 - Trash in areas to be serviced such as turf and beds to be picked up prior to service.
 - Blowing of debris to be performed following and specific to areas serviced.
 - Trash receptacles to be emptied 2 times per week on Monday and Thursday.
- IV. Irrigation Inspections
 - Irrigation inspections and adjustments to be performed monthly. Please provide cost for approved repairs including materials and labor.
- V. Flowering Annuals – Provide 4 change outs per year based on 2350 Sq. ft. and 3,000 4" plants. Change outs to include soil amendments, replenishment/replacement, and fertilization.
- VI. Turf and Ornamental Program –Provide overall applications according to the following program. Include spot treatments as necessary except for special applications listed under optional landscape/agronomic services. Provide soil sample annually.
 - A. St. Augustine Turf
 - 4 fertilizations
 - 2 pre-emergent herbicides
 - 3 insect applications

- 1 fungicide application
- B. Bahia Turf
 - 2 fertilizations
 - 2 pre-emergent herbicides
- C. Bermuda Turf
 - 3 fertilizations
 - 2 insecticide applications
- D. Zoysia Turf
 - 2 fertilizer applications
 - 1 fungicide application
- E. Trees / shrubs
 - 2 fertilizations with micros
 - Cut back Fakahatchee and treat with a miticide in February

Sweetwater Creek CDD
Scope of Services
Amenity Area

- I. Turf Management
 - A. St. Augustine
 - Mowing, weed eating, edging of curbs, walkways and asphalt paths.
34 services March – October and 6 services November – February.
Edging of ornamental beds – 20 services annually.
 - B. Bahia
 - Mowing, weed eating, edging of curbs, walkways, pond banks and asphalt paths.
34 services March – October and 6 services November – February.
Edging of ornamental beds – 20 services annually.
 - C. Bermuda
 - Mowing, weed eating, edging of curbs, and walkways.
34 services March – October and 6 services November – February.
Edging of ornamental beds – 20 services annually.

- II. Trees and Shrubs
 - Shrubs pruned as necessary
 - Crepe myrtles cut back 1 time annually
 - Trees up to 8' will be pruned as needed

- III. Trash and Debris
 - Trash in areas to be serviced such as turf and beds will be picked up prior to service.
 - Blowing of debris will be performed following and specific to areas serviced.
 - Trash receptacles will be emptied 2 times per week on Monday and Thursday.

- IV. Irrigation Inspections
 - A. Irrigation inspections and adjustments will be performed monthly. Upon approval for repairs, materials will be billed at cost; labor at \$ ____per hour.

- V. Turf and Ornamental Program –Provide overall applications according to the following program. Include spot treatments as necessary except for special applications listed under optional landscape/agronomic services. Provide soil sample annually.
 - A. St. Augustine Turf
 - 4 fertilizations
 - 2 pre-emergent herbicides
 - 3 insect applications
 - 1 fungicide application
 - B. Bahia Turf
 - 2 fertilizations

- 2 pre-emergent herbicides
- C. Bermuda Turf
- 3 fertilizations
 - 2 insecticide applications
- D. Zoysia Turf
- 2 fertilizer applications
 - 1 fungicide application
- E. Trees / shrubs
- 2 fertilizations with micros
 - Cut back Fakahatchee and treat with a miticide in February

Sweetwater Creek CDD

Scope of Services

Future Common Development

(plans for landscape installation provided in maps section)

- I. Turf Management
 - A. St. Augustine
 - i. Mowing, weed eating, edging of curbs, walkways and asphalt paths.
34 services March – October and 6 services November – February.
Edging of ornamental beds – 20 services annually.
 - B. Bahia
 - ii. Mowing, weed eating, edging of curbs, walkways, pond banks and asphalt paths.
34 services March – October and 6 services November – February.
Edging of ornamental beds – 20 services annually.
 - C. Bermuda
 - iii. Mowing, weed eating, edging of curbs, and walkways.
34 services March – October and 6 services November – February.
Edging of ornamental beds – 20 services annually.
- II. Trees and Shrubs
 - Shrubs pruned as necessary
 - Crepe myrtles cut back 1 time annually
 - Trees up to 8' will be pruned as needed
- III. Trash and Debris
 - Trash in areas to be serviced such as turf and beds will be picked up prior to service.
 - Blowing of debris will be performed following and specific to areas serviced.
- IV. Irrigation Inspections
 - A. Irrigation inspections and adjustments will be performed monthly. Upon approval for repairs, materials will be billed at cost; labor at \$_____ per hour.
- V. Turf and Ornamental Program –Provide overall applications according to the following program. Include spot treatments as necessary except for special applications listed under optional landscape/agronomic services. Provide soil sample annually.
 - A. St. Augustine Turf
 - 4 fertilizations
 - 2 pre-emergent herbicides
 - 3 insect applications
 - 1 fungicide application
 - B. Bahia Turf

- 2 fertilizations
 - 2 pre-emergent herbicides
- C. Bermuda Turf
- 3 fertilizations
 - 2 insecticide applications
- D. Zoysia Turf
- 2 fertilizer applications
 - 1 fungicide application
- E. Trees / shrubs
- 2 fertilizations with micros
 - Cut back Fakahatchee and treat with a miticide in February

Sweetwater Creek CDD

Optional Landscape and Agronomic Services

The following list of services are not included in the scope of contracted services. Additionally, they are options determined and approved by the perceived needs of the owner or their representative. Please provide pricing for services offered including materials, labor and installation.

- I. Preferred provider will have in place a maintenance management web based software system to allow consolidated remote communications, work requests, tracking, record keeping, work completion acknowledgement.
- II. Bermuda winter over seed
Application of rye grass blend in October. Mowing frequency will need to increase to 2 times per week November – March. Cost of seeding and services to be a total of \$_____.
- III. Storm clean-up
Preferred provider will be able to respond to storm related clean-up within 48 hours of safe access to the community. Labor and equipment to be billed at \$_____ per standard hour and \$_____ per overtime hour. Disposal \$_____.
- IV. Engineering services
Preferred provider will be able to provide services such as: pressure washing, painting, equipment repairs may be provided. Cost \$_____.
- V. Sod
- VI. Mulch/Pinestraw
- VII. Tree trimming and removal
- VIII. Pond treatments
- IX. Palm trimming
- X. Preventative / curative St. Augustine turf fungicide applications.
- XI. Soil amendments and supplemental applications determined by soil analysis.
- XII. Supplemental applications for control of insects such as nematodes, mole crickets
- XIII. Preventative weed application to curb/asphalt seams.
- XIV. Deer repellants.
- XV. Fire ant mound treatments.

SWEETWATER CREEK COMMUNITY DEVELOPMENT DISTRICT

MAINTENANCE MAPS/PLANS

Exhibit A - Maps

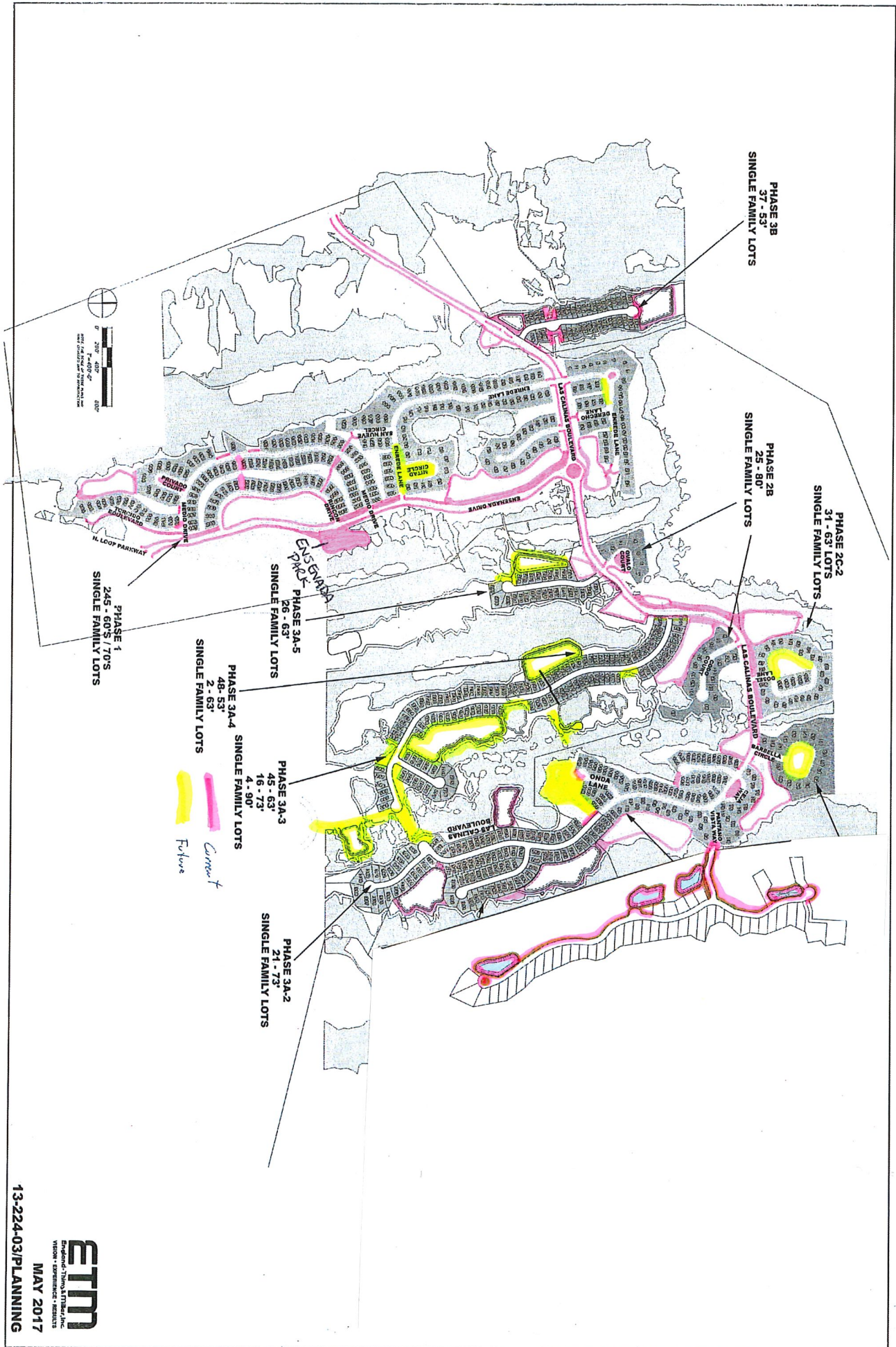
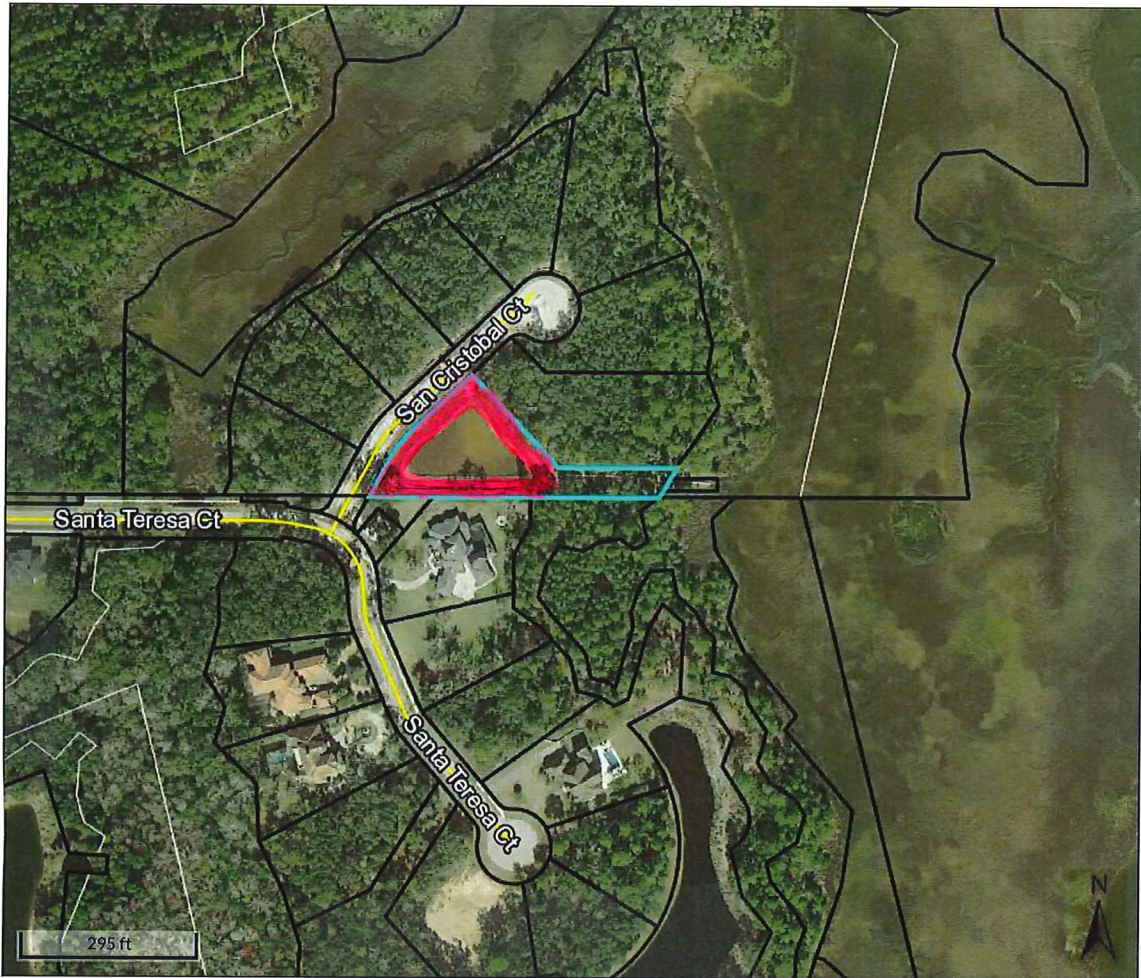


Exhibit A – Maps Continued



 CURRENT

Exhibit B – Plans for future phases that are not yet installed



PLANT SCHEDULE

TREES	QTY	BOTANICAL NAME	COMMON NAME	CONT.	CAL. SIZE
LM	18	Lagerstroemia indica 'Mastogoe'	Crape Myrtle 'Lavender'	Size as needed	4" Cal. 10' ht x 5' spd
MG	36	Magnolia grandiflora 'D.O. Blanchard' IV	Southern Magnolia	Size as needed	4" Cal. 12' ht x 6' spd
SHRUBS	QTY	BOTANICAL NAME	COMMON NAME	CONT.	
VO	343	Yucca filamentosa	Sweet Yucca	7 gal., 3' h.t. x 2.5' spd.	
SRUBIA AREAS	QTY	BOTANICAL NAME	COMMON NAME	CONT.	
RM	234	Rhododendron azalea 'Mrs. C.C. Gehring'	Large White Azalea	Size as needed, 24" min. ht.	
TOP	4,838	Trisetum forsteri	Dwarf Fescue-like Grass	1 gal.	
GROUND COVERS	QTY	BOTANICAL NAME	COMMON NAME	CONT.	
DV	756	Dandelion 'Argentine'	Yorkgated Flex Lily	1 gal.	
PMA	188,918 sq ft	Paspalum notatum 'Argentine'	Bahia Grass	seed	
SOD	82,396 sq ft	Stenotaphrum secundatum 'Floritan'	'Floritan' St. Augustine Sod	seed	



LANDSCAPE PLAN
PALENCIA NORTH PHASE 3A
FOR
LENNAR

ETM
 VISION • EXPERIENCE • RESULTS

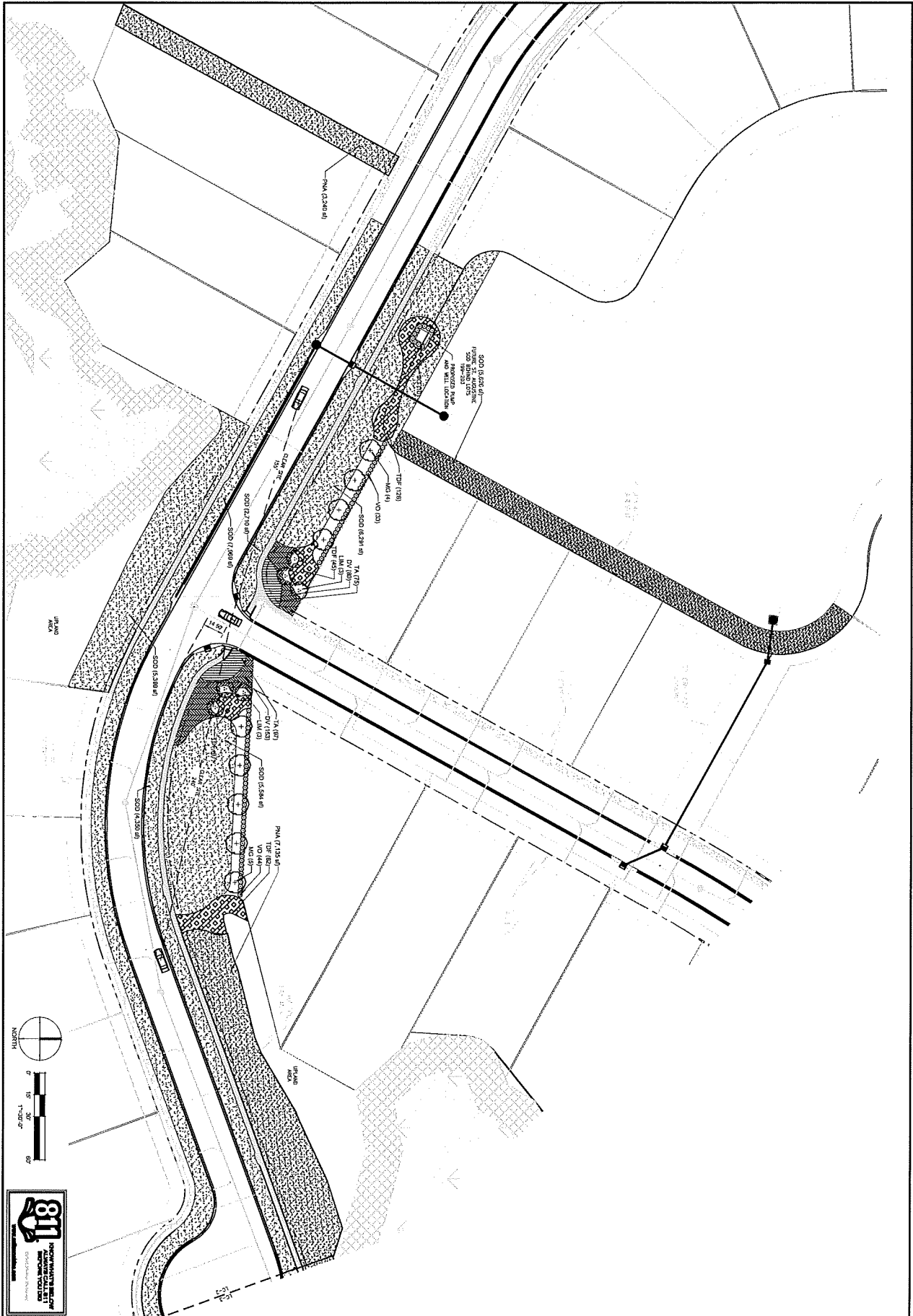
England-Thibo & Thibo, Inc.
 14750 SW Augustine Road
 Jacksonville, FL 32226
 TEL: (904) 842-8399
 FAX: (904) 842-8382
 CA: 80003234 LC: 6000316

ETM NO. 17-149-99
 DESIGNED BY: E.J.L.
 CHECKED BY: K.S.
 DATE: JULY 2017

REVISIONS:
 1. ADDED SUBVERSIBLE PLANT TYPE TO 6-FEET R-5

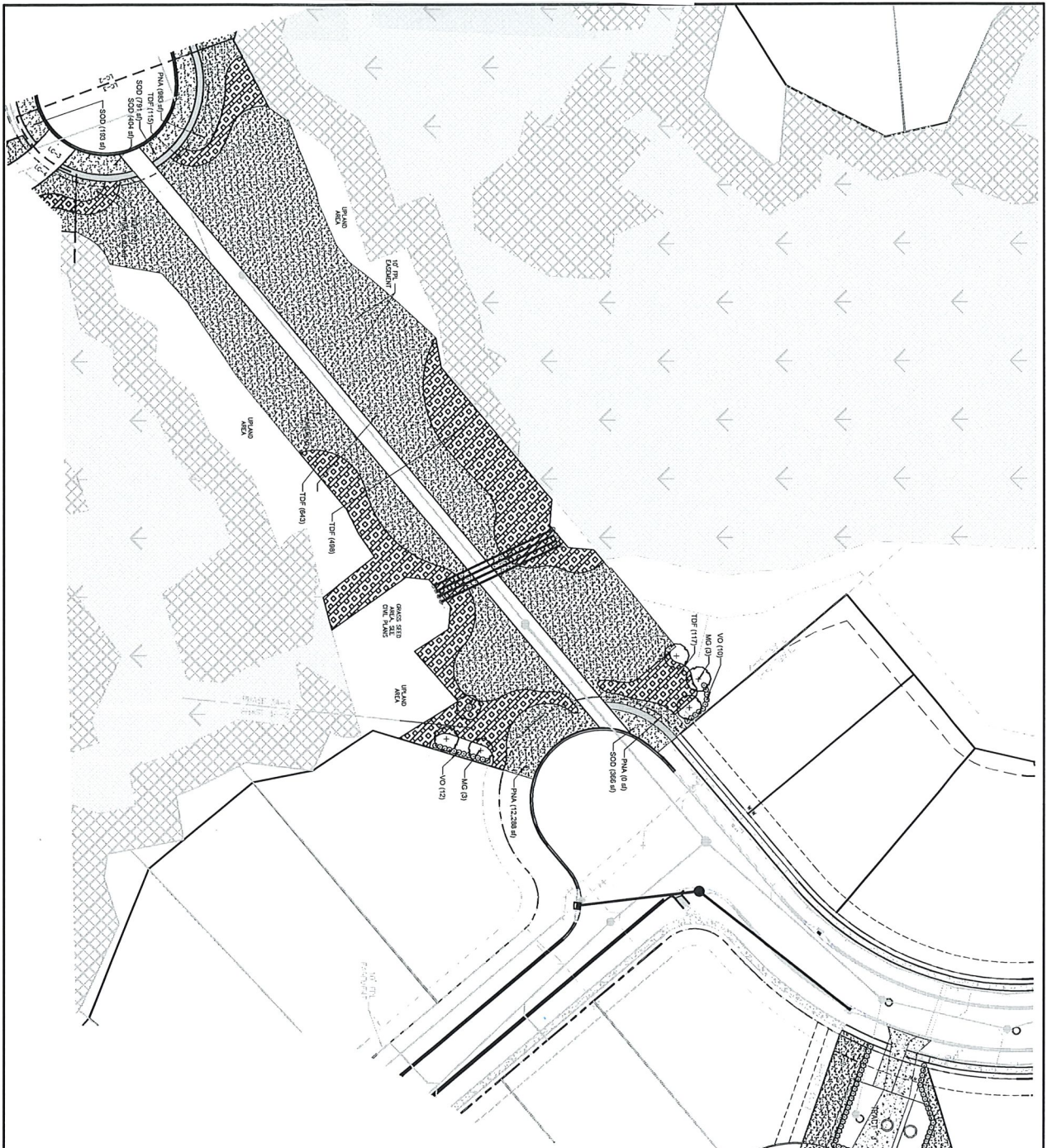
PLANS PREPARED UNDER THE
 DIRECTION OF:
 E.R.C. J. LANE #4811
 LICENSE NUMBER: 6565877

Exhibit B – Plans Continued



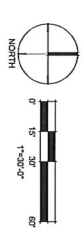
 ETM EYGLAND-THIRRO & MILLER, INC. 14775 DASH ALGATRA ROAD JUPITER, FL 33424 TEL: (561) 842-0439 FAX: (561) 842-9425 CA: 00022544 LC: 000018	LANDSCAPE PLAN PALENCIA NORTH PHASE 3A FOR LENNAR	EIT: 17-143-99 REVISIONS: 1. ADDED SUBVERSIBLE PUMP TYPE TO 5'-FEET R-5 DRAWN BY: E.J.L. DESIGNED BY: E.J.L. CHECKED BY: K.S. DATE: JULY 2017	PLANS PREPARED UNDER THE DIRECTION OF: ERIC J. LANEHART L.A. NUMBER: 6552877
	DRAWING NUMBER LC-2	© 17-143-Landscape\Plot\17-143-99 Plot_LA.dwg PLOTTED: November 23, 2017 - 4:05 PM, BY: Eric Lanehart	

Exhibit B – Plans Continued



PLANT SCHEDULE

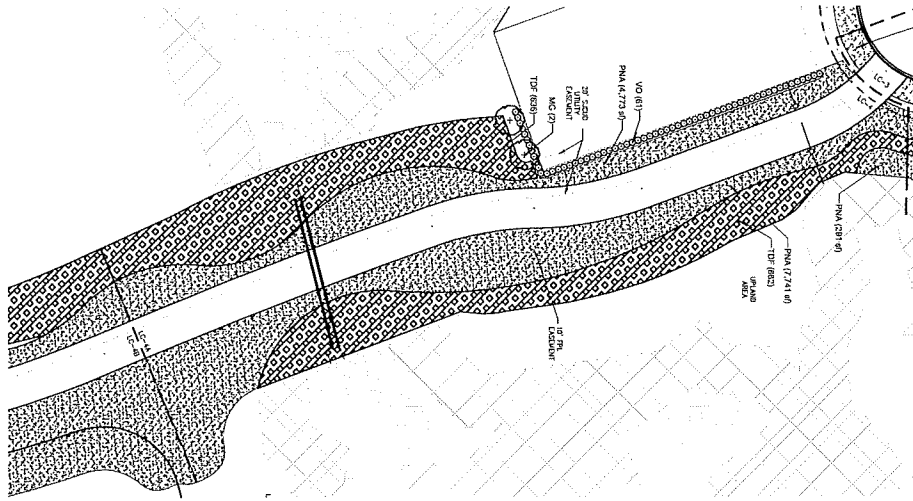
SYMBOL	TREES	SHRUBS	GROUND COVERS
LM	Botanical Name: <i>Lopentrodium indico</i> 'Muhlenberg'		
MC	Botanical Name: <i>Magnolia grandiflora</i> 'D.D. Blanchard'		
SM	Botanical Name: <i>Syringa</i>		
VO	Botanical Name: <i>Viburnum acerifolium</i>		
RA	Botanical Name: <i>Rhododendron azaroe</i> 'Mrs. G.C. Corbridge'		
TP	Botanical Name: <i>Thymus</i>		
BY	Botanical Name: <i>Berberis</i>		
PNA	Botanical Name: <i>Paspalum notatum</i> 'Argentine'		
SOD	Botanical Name: <i>Stenotaphrum secundatum</i> 'Tortoise'		
TA	Botanical Name: <i>Taraxacum officinale</i> 'Yellow'		



<p>DRAWING NUMBER</p> <p>LC-3</p>	<p>LANDSCAPE PLAN</p> <p>PALENCIA NORTH PHASE 3A FOR LENNAR</p>	<p>ETM</p> <p>VISION • EXPERIENCE • RESULTS</p>	<p>England-Thoms & Miller, Inc.</p> <p>14775 Old St. Augustine Road</p> <p>Jacksonville, FL 32218</p> <p>TEL: (904) 644-2866</p> <p>FAX: (904) 644-8485</p> <p>CA-0002284 LC-000316</p>	<p>ETM NO. 17-149-99</p>	<p>REVISIONS:</p> <p>1. ADDED SUBMEASURABLE PUMP TYPE TO SHEET R-5</p>	<p>PLANS PREPARED UNDER THE DIRECTION OF:</p> <p>ERIC J. LANEHART</p> <p>L.A. NUMBER: 6666877</p>
				<p>DRAWN BY: E.J.L.</p>	<p>DESIGNED BY: E.J.L.</p>	

Exhibit B – Plans Continued

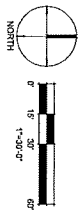
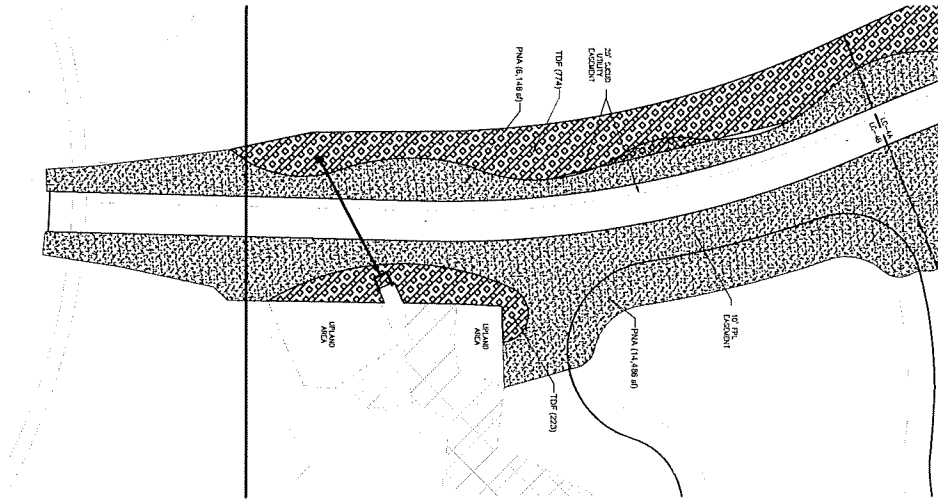
LANDSCAPE PLAN LC-4 A



PLANT SCHEDULE

SYMBOL	BOTANICAL NAME
TL	<i>Trifolium</i>
MC	<i>Medicago</i>
VO	<i>Vicia</i>
SR	<i>Styrago</i>
TR	<i>Trifolium</i>
BY	<i>Baccharis</i>
PMA	<i>Paspalum</i>
SD	<i>Stenotaphrum</i>
TA	<i>Taraxacum</i>

LANDSCAPE PLAN LC-4 B



<p>LANDSCAPE PLAN LC-4</p>	<p>LANDSCAPE PLAN PALENCIA NORTH PHASE 3A FOR LENNAR</p>	<p>ETM VISION • EXPERIENCE • RESULTS</p>	<p>England-Thiers & Miller, Inc. 16775 Old St. Augustine Road Jacksonville, FL 32258 TEL: (904) 882-8999 FAX: (904) 442-9435 CA: 0022554 LC-1000318</p>	<p>ETM NO. 17-149-99 DRAWN BY: E.J.L. DESIGNED BY: E.J.L. CHECKED BY: K.S. DATE: JULY 2017</p>	<p>REVISIONS: 1:4000 SUBMERSIBLE PUMP TYPE TO S-EET R-5</p>	<p>PLANS PREPARED UNDER THE DIRECTION OF: ERIC J. LANEHART L.A. NUMBER: E666877</p>
			<p>© 17-149-Landscape\Plot\17-149-99_Plot_LA.dwg</p>	<p>PLOTTED: November 23, 2017 - 4:09 PM, BY: Eric Lanehart</p>		

Exhibit B – Plans Continued

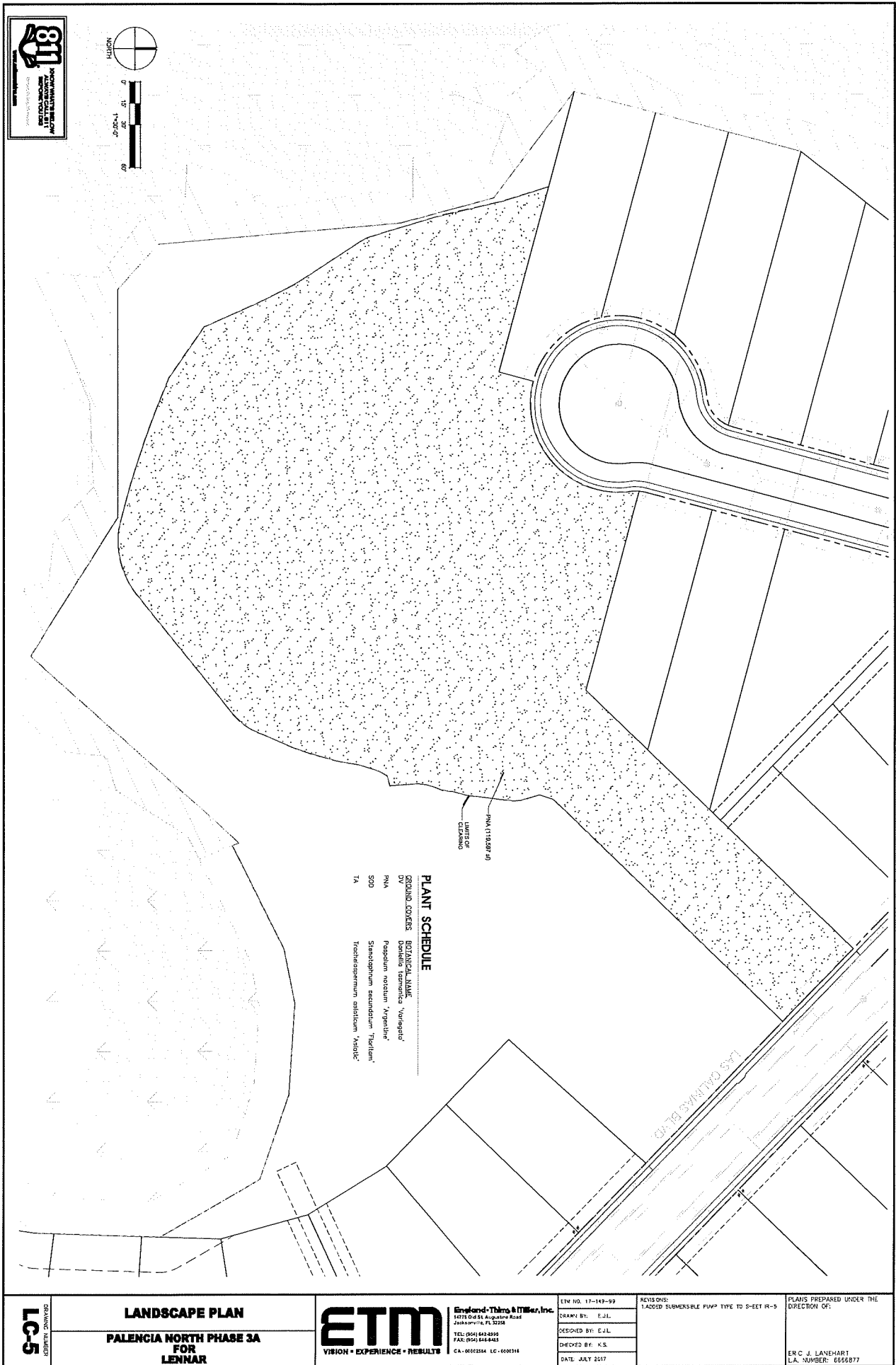


Exhibit B – Plans Continued

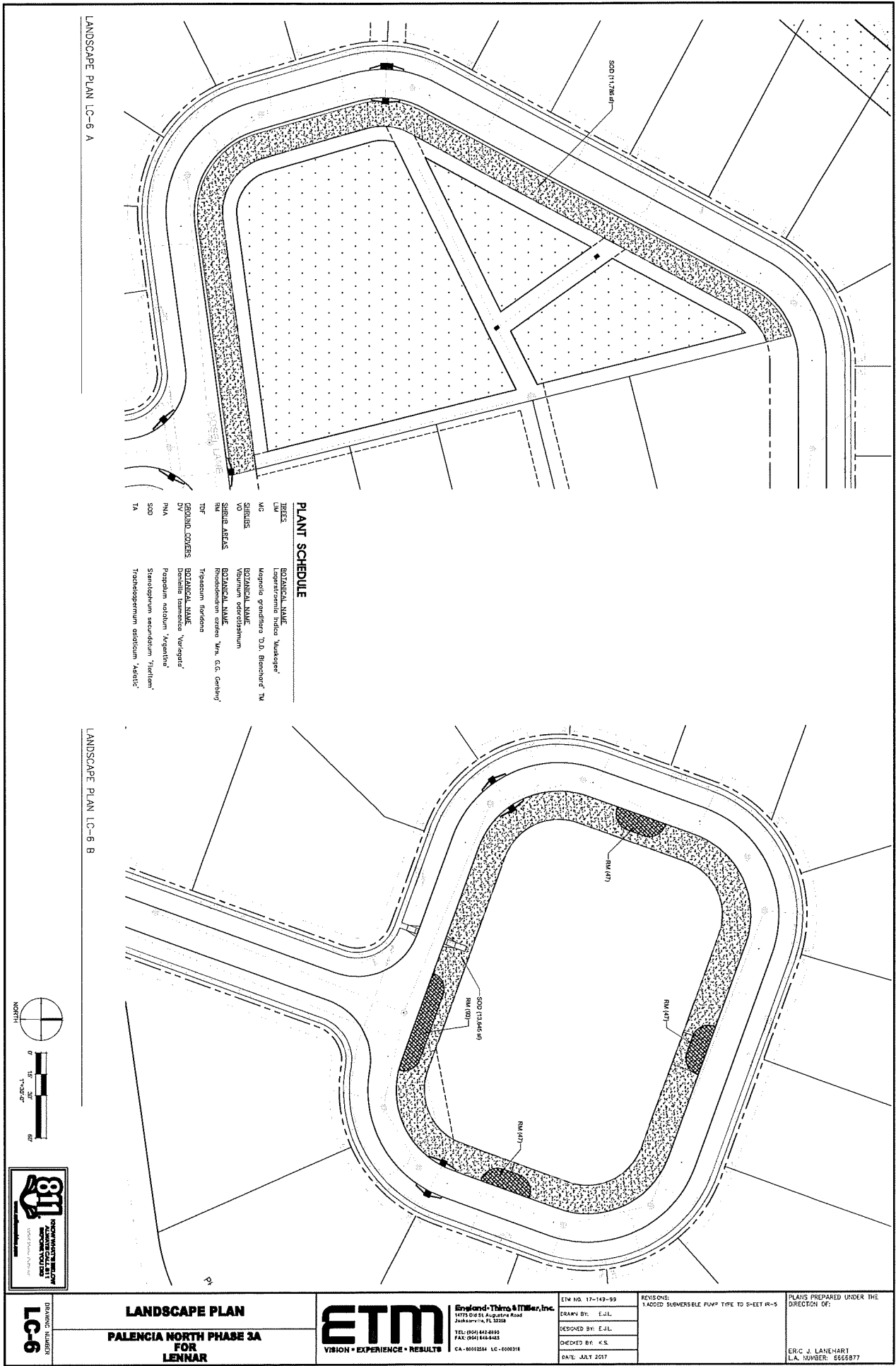
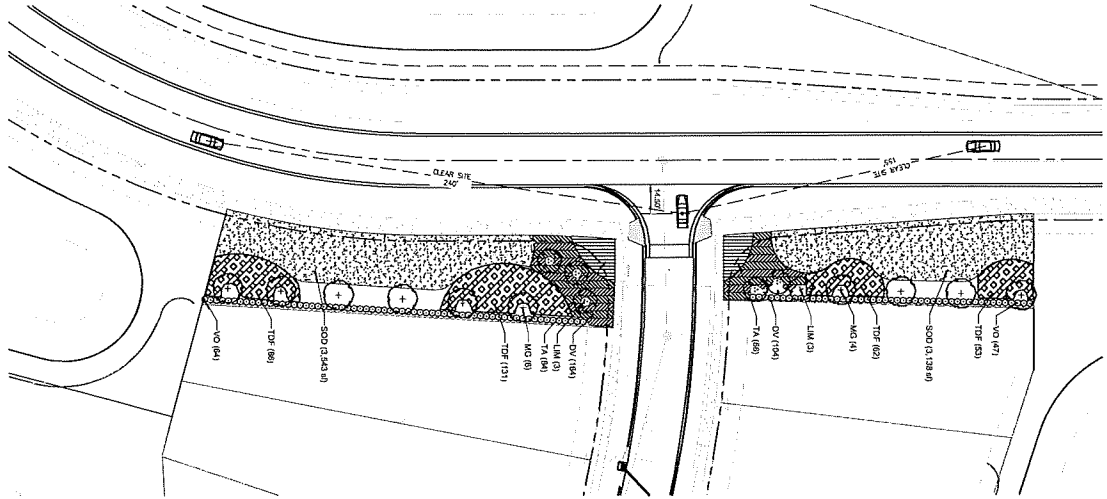


Exhibit B – Plans Continued

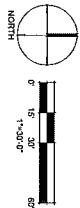
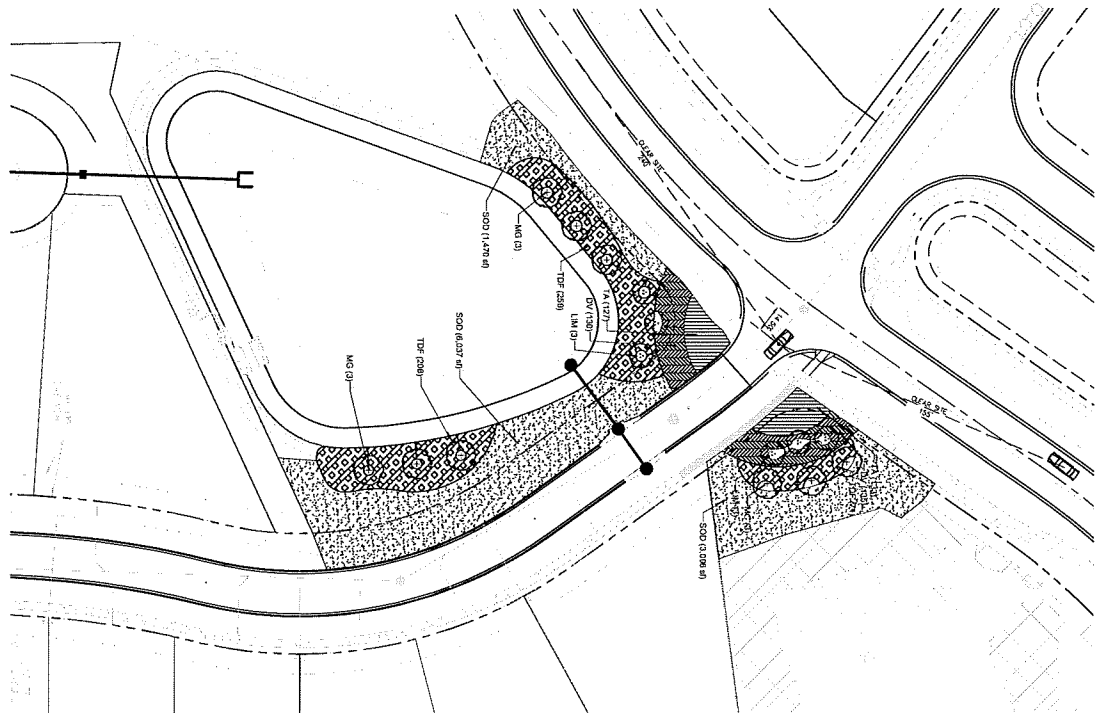
LANDSCAPE PLAN LC-7 A



PLANT SCHEDULE

ISECS	BOTANICAL NAME
LM	Lagerströmia indica 'Naxosper'
MG	Magnolia grandiflora 'D.D. Borchard' TM
SERIALS	BOTANICAL NAME
VO	Viburnum odoratissimum
SERIAL AREAS	BOTANICAL NAME
RM	Rhododendron azalea 'Mrs. G.C. Gering'
TPF	Trysseum forsteri
GROUND COVERS	BOTANICAL NAME
DV	Dianella tamariscina 'Veronica'
PMA	Prospium natatum 'Argentea'
SOD	Stenotaphrum secundatum 'Fortium'
TA	Trochilodendron salignum 'Valerie'

LANDSCAPE PLAN LC-7 B



DRAWING NUMBER LC-7	LANDSCAPE PLAN PALENCIA NORTH PHASE 3A FOR LENNAR	ETM VISION • EXPERIENCE • RESULTS	Etneland-Thibb & Miller, Inc. 16775 Old St. Augustine Road Jacksonville, FL 32256 TEL: (904) 643-6000 FAX: (904) 646-6423 CA: 0002384 LC: 0000318	EIT NO. 17-149-99 DRAWN BY: E.J.L. DESIGNED BY: E.J.L. CHECKED BY: K.S. DATE: JULY 2017	REVISIONS: 1. ADD SLIVERS-BLE PUMP TYPE TO SHEET R-5	PLANS PREPARED UNDER THE DIRECTION OF: ERC J. LANEHART L.A. NUMBER: 6666877
			© 17-149 Landscape/Plat/17-149-99 Plot_LA.dwg			

QUALIFICATION STATEMENT

TABLE OF CONTENTS

PROPOSER QUALIFICATION STATEMENT

LISTING OF CORPORATE OFFICERS

AFFIDAVIT FOR INDIVIDUAL

AFFIDAVIT FOR PARTNERSHIP

AFFIDAVIT FOR CORPORATION

SWORN STATEMENT UNDER SECTION 287.133(3) (a),
FLORIDA STATUTES, ON PUBLIC ENTITY CRIMES

SWEETWATER CREEK COMMUNITY DEVELOPMENT DISTRICT

**PROPOSER'S QUALIFICATION STATEMENT
LANDSCAPE AND IRRIGATION MAINTENANCE SERVICES**

(Name of Proposer)

**SWEETWATER CREEK COMMUNITY DEVELOPMENT DISTRICT
PROPOSER QUALIFICATION STATEMENT**

1. Proposer: _____ /_/ A Partnership
 [Company Name] /_/ A Corporation
 /_/ A Subsidiary Corporation

2. Parent Company Name: _____

3. Parent Company Address:
Street Address _____
P.O. Box (if any) _____
City _____ State _____ Zip Code _____
Telephone _____ Fax no. _____
1st Contact Name _____ Title _____
2nd Contact Name _____ Title _____

4. Proposer Company Address (if different):
Street Address _____
P. O. Box (if any) _____
City _____ State _____ Zip Code _____
Telephone _____ Fax no. _____
1st Contact Name _____ Title _____
2nd Contact Name _____ Title _____

5. List the location of the office from which the proposer would provide services to the District.
Street Address _____
City _____ State _____ Zip Code _____
Telephone _____ Fax No. _____
1st Contract Name _____ Title _____

6. Is the Proposer incorporated in the State of Florida? Yes () No ()

6.1 If yes, provide the following:

- Is the Company in good standing with the Florida Department of State, Division of Corporations? Yes () No ()
If no, please explain _____

- Date incorporated _____ Charter No. _____

6.2 If no, provide the following:

- The State with whom the Proposer's company is incorporated? _____
- Is the company in good standing with the State? Yes () No ()
If no, please explain _____

- Date incorporated _____ Charter No. _____
- Is the Proposer company authorized to do business in the State of Florida? Yes () No ()

6.3 If Proposer is not incorporated, please identify the type of business entity (i.e.: Limited Liability Company, Partnership, etc.) and the number of years Proposer has been in the business of providing landscape services.

7. Has the Proposer's company provided services for a community development district or similar community previously? Yes () No ()

7.1 If yes, provide the following:

- Number of contracts Proposer has executed with community development districts and/or similar communities during the past five (5) years and the names of the entities as well as the length of the contract and whether each such community is still a current client.

8. List the Proposer's total annual dollar value of comparable contracts for each of the last three (3) years starting with the latest year and ending with the most current year

(14) _____, (15) _____, (16) _____.

9. What are the Proposer's current insurance limits?

General Liability	\$ _____
Automobile Liability	\$ _____
Umbrella Coverage	\$ _____
Workers Compensation	\$ _____

Employer's Liability \$ _____
Expiration Date _____

10. Please state whether or not the Proposer or any of its affiliates are presently barred or suspended from bidding or contracting on any state, local, or federal contracts in any state(s)? Yes () No () If so, state the name(s) of the company(ies) _____

The state(s) where barred or suspended _____
State the period(s) of debarment or suspension _____

11. Has the Proposer ever failed to fulfill its obligations under any contract awarded to it?
Yes _____ No _____ If so, where and why? _____

12. Has any officer or partner of the Proposer ever been an officer, partner, or owner of some other organization that has failed to fulfill job duties or otherwise complete a contract?
Yes () No () If so, state name of individual, other organization and reason therefore. _

13. List any and all litigation to which the Proposer or any of its affiliates has been a party in the last five (5) years. _____

14. Has the Proposer or any of its affiliates ever been either disqualified or denied prequalification status by a governmental entity? _____ if so, discuss the circumstances surrounding such denial or disqualification as well as the date thereof. _____

15. List five (5) current clients including contact persons and telephone numbers as well as their contract value and length of service:

16. List three (3) jobs (including company, contact person, and telephone number) lost in the previous twelve (12) months and the reason(s) why:

17. List irrigation technicians and include number of years of experience:

18. Attach current financial statements, prepared within the last one hundred eighty (180) days, showing current financial resources, liabilities, capital equipment and historical financial performance for the past one year.

19. Attach any certifications or documentation regarding educational experience of key personnel that would assist the District in evaluating the quality and experience of such personnel.

20. Key Personnel: Describe any experience of the principal individuals (Foremen, Superintendents, etc.) who are responsible for the actual landscape & irrigation maintenance work of your organization and who will be assigned to this contract if awarded to contractor.

Name	Position
------	----------

Type of Work	Yrs. Experience	Yrs. With Firm
--------------	-----------------	----------------

Name	Position
------	----------

Type of Work	Yrs. Experience	Yrs. With Firm
--------------	-----------------	----------------

Name	Position
------	----------

Type of Work	Yrs. Experience	Yrs. With Firm
--------------	-----------------	----------------

Name	Position
------	----------

Type of Work	Yrs. Experience	Yrs. With Firm
--------------	-----------------	----------------

21. Licensure – Please list all applicable state and federal licenses, and state whether such licenses are presently in good standing. Be sure to include FDOT and St. Johns County Licenses:

22. Security Measures - Please describe any background checks or other security measures that were taken with respect to the hiring and retention of the bidder's personnel who will be involved with this project, and provide proof thereof to the extent permitted by law:

23. Do you have an arborist on staff? _____ (Yes/No)
If yes, please provide information about your on staff arborist:

If no, are you able/willing to provide an arborist for consultation purposes on District property? And at what cost?

24. Have you utilized the U.S. Department of Homeland Security's E-Verify system to verify the employment eligibility of employees hired by you or any of your subcontractors?
Yes _____ No _____

If no, are you willing and able to undertake such utilization as required by this Bid?
Yes _____ No _____

The undersigned hereby authorize(s) and request(s) any person, firm or corporation to furnish any pertinent information requested by the District or its authorized agents, deemed necessary to verify the statements made in this document or documents attached hereto, or necessary to determine whether the District should consider the Proposer for bidding on the landscape services invitation for proposals, including such matters as the Proposer's ability, standing, integrity, quality of performance, efficiency and general reputation.

Name of Proposer

By: _____

[Type Name and Title of Person Signing]

This _____ day of _____, 201__.

(Corporate Seal)

Sworn to before me this _____ day of _____, 201__.

(Seal)

Notary Public/Expiration Date

CORPORATE OFFICERS

Company Name _____

Date _____

Provide the following information for Officers of the Proposer and parent company, if any.

NAME FOR PROPOSER	POSITION OR TITLE	CORPORATE RESPONSIBILITIES	INDIVIDUAL'S RESIDENCE CITY, STATE
FOR PARENT COMPANY (if applicable)			

AFFIDAVIT FOR INDIVIDUAL

State of _____

SS:

County of _____

_____, being duly sworn, deposes and says that the statements and answers to the questions concerning the qualification statement and corporate officers contained herein are correct and true as of this date; and that he/she understands that intentional inclusion of false, deceptive or fraudulent statements on this statement constitutes fraud; and will be considered such action on the part of the Proposer to constitute good cause for rejecting Proposer's proposal.

(Proposer must also sign here)

Sworn to before me this _____ day of _____, 201__.

Notary Public/Expiration Date:

(SEAL)

AFFIDAVIT FOR PARTNERSHIP

State of _____ ss:

County of _____

_____, is a member of the firm of _____, being duly sworn, deposes and says that the statements and answers to the questions concerning the qualification statement and corporate officers are correct and true as of the date of this affidavit; and, that he/she understands that intentional inclusion of false, deceptive or fraudulent statements on this statement constitutes fraud; and such action on the part of the Proposer will be considered to constitute good cause for rejecting Proposer's proposal.

(Signature of a General Partner is Required)

Sworn to before me this _____ day of _____, 201__.

Notary Public/Expiration Date:

(SEAL)

AFFIDAVIT FOR CORPORATION

State of _____

ss:

County of _____

(title) _____ of
the _____

(a corporation described herein) being duly sworn, deposes and says that the statements and answers to the questions in the foregoing concerning the qualification statement and corporate officers are correct and true as of the date of this affidavit; and, that he/she understands that intentional inclusion of false, deceptive or fraudulent statements in this statement constitutes fraud; and such action on the part of the Proposer will be considered good cause for rejection of Proposer's proposal.

(Officer must also sign here)

CORPORATE SEAL

Sworn to before me this _____ day of _____, 201__.

Notary Public/Expiration Date:

(SEAL)

SWORN STATEMENT UNDER SECTION 287.133(3) (a),
FLORIDA STATUTES, ON PUBLIC ENTITY CRIMES

THIS FORM MUST BE SIGNED IN THE PRESENCE OF A NOTARY PUBLIC OR OTHER OFFICER AUTHORIZED TO ADMINISTER OATHS.

1. This sworn statement is submitted to Sweetwater Creek Community Development District.

2. This sworn statement is submitted by _____

(Print Name of Entity Submitting Sworn Statement)

whose business address is _____

and (if applicable) its Federal Employer Identification Number (FEIN) is _____

(If the entity has no FEIN, include the Social Security Number of the individual signing this sworn statement: _____.)

3. My name is _____ and my relationship to the entity named above is _____.

4. I understand that a "public entity crime" as defined in Paragraph 287.133(1)(g), Florida Statutes, means a violation of any state or federal law by a person with respect to and directly related to the transaction of business with any public entity or with an agency or political subdivision of any other state or with the United States, including, but not limited to, any bid or contract for goods or services to be provided to any public entity or an agency or political subdivision of any other state or of the United States and involving antitrust, fraud, theft, bribery, collusion, racketeering, conspiracy, or material misrepresentation.

5. I understand that "convicted" or "conviction" as defined in Paragraph 287.133(1) (b), Florida Statutes, means a finding of guilt or a conviction of a public entity crime, with or without an adjudication of guilt, in any federal or state trial court of record relating to charges brought by indictment or information after July 1, 1989, as a result of jury verdict, nonjury trial, or entry of a plea of guilty or nolo contendere.

6. I understand that an "affiliate" as defined in Paragraph 287.133(1) (a), Florida Statutes, means:

A) A predecessor or successor of a person convicted of a public entity crime; or,

B) An entity under the control of any natural person who is active in the management of the entity and who has been convicted of a public entity crime. The term "affiliate" includes those officers, directors, executives, partners, shareholders, employees, members, and agents who are active in the management of an affiliate. The ownership by one person of shares constituting a controlling interest in another person, or a pooling of equipment or income among persons when not for fair market value under an arm's length agreement, shall be a prima facie case that one person controls another person. A person who knowingly enters into a joint venture with a person who has been convicted of a public entity crime in Florida during the preceding 36 months shall be considered an affiliate.

7. I understand that a "person" as defined in Paragraph 287.133(1) (e), Florida Statutes, means any natural person or entity organized under the laws of any state or of the United States with the legal power to enter into a binding contract and which bids or applies to bid on contracts for the provision of goods or services let by a public entity, or which otherwise transacts or applies to transact business with a public entity. The term "person" includes those officers, directors, executives, partners, shareholders, employees, members, and agents who are active in management of an entity.
8. Based on information and belief, the statement, which I have marked below, is true in relation to the entity submitting this sworn statement. (Please indicate which statement applies.)

_____ Neither the entity submitting this sworn statement, nor any officers, directors, executives, partners, shareholders, employees, members, or agents who are active in management of the entity, nor any affiliate of the entity, have been charged with and convicted of a public entity crime subsequent to July 1, 1989.

_____ The entity submitting this sworn statement, or one or more of the officers, directors, executives, partners, shareholders, employees, members or agents who are active in management of the entity or an affiliate of the entity, has been charged with and convicted of a public entity crime subsequent to July 1, 1989, AND (please indicate which additional statement applies):

_____ There has been a proceeding concerning the conviction before an Administrative Law Judge of the State of Florida, Division of Administrative Hearings. The final order entered by the Administrative Law Judge did not place the person or affiliate on the convicted vendor list. (Please attach a copy of the final order.)

_____ The person or affiliate was placed on the convicted vendor list. There has been a subsequent proceeding before an Administrative Law Judge of the State of Florida, Division of Administrative Hearings. The final order entered by the Administrative Law Judge determined that it was in the public interest to remove the person or affiliate from the convicted vendor list. (Please attach a copy of the final order.)

_____ The person or affiliate has not been placed on the convicted vendor list. (Please describe any action taken by or pending with the Florida Department of Management Services.)

AFFIDAVIT:

SIGNATURE FOR SWORN STATEMENTS

Date: _____

STATE OF _____
COUNTY OF _____

PERSONALLY APPEARED BEFORE ME, the undersigned authority,
_____ who, after first being sworn by me, affixed his/her
signature in the
(name of individual signing)

space provided above on this _____ day of _____ 201__.

NOTARY PUBLIC

My commission expires:

SWEETWATER CREEK COMMUNITY DEVELOPMENT DISTRICT

PROPOSED LANDSCAPE MAINTENANCE AGREEMENT

**SWEETWATER CREEK COMMUNITY DEVELOPMENT DISTRICT
LANDSCAPE & IRRIGATION MAINTENANCE SERVICES AGREEMENT**

THIS AGREEMENT (“Agreement”) is made and entered into this 1st day of _____, 2018, by and between:

Sweetwater Creek Community Development District, a local unit of special-purpose government established pursuant to chapter 190, Florida Statutes, located in St. Johns County, whose address is 12051 Corporate Blvd., Orlando, Florida 32817 (“**District**”); and

_____ (the “**Contractor**,” and collectively with the District, the “**Parties**”).

RECITALS

WHEREAS, the District was established for the purpose of planning, financing, constructing, operating and/or maintaining certain infrastructure, including landscaping and irrigation; and

WHEREAS, the District has a need to retain an independent contractor to provide, for certain lands within the District, certain landscape and irrigation maintenance services; and

WHEREAS, Contractor desires to provide such services, and represents that it is qualified to do so in accordance with its proposal submitted to the District;

NOW, THEREFORE, in consideration of the mutual covenants contained in this Agreement, it is agreed that the Contractor is hereby retained, authorized, and instructed by the District to perform in accordance with the following covenants and conditions, which both the District and the Contractor have agreed upon:

1. **INCORPORATION OF RECITALS.** The recitals stated above are true and correct and are incorporated by reference as a material part of this Agreement.

2. **CONTRACTOR OBLIGATIONS.**

- a. **Scope of Services.** The Contractor shall provide the services described in the Scope of Services attached hereto as **EXHIBIT A** and for the areas identified in the Landscape Maintenance Areas Exhibit attached hereto as **EXHIBIT C** (“**Work**”). The Contractor agrees that the Landscape Maintenance Areas Exhibit attached hereto as **EXHIBIT C** is the District’s best estimate of the District’s landscape needs, but that other areas may also include landscaping that requires maintenance. The Contractor agrees that the District may, in its discretion, add up to 0.5 acre(s) of landscaping area to the Work, with no adjustment to price. The pricing shall be as reflected in **Exhibit B**. The Contractor shall perform the Work consistent with the presently established, high quality standards of the District, and shall assign such staff as may be required for coordinating, expediting, and controlling all aspects of the Work. Contractor shall solely be

responsible for the means, manner and methods by which its duties, obligations and responsibilities are met to the satisfaction of the District. Notwithstanding any other provision of this Agreement, the District reserves the right in its discretion to remove from this Agreement any portion of the Work and to separately contract for such services. In the event that the District contracts with a third party to install certain landscaping or to otherwise perform services that might otherwise constitute a portion of the Work, Contractor agrees that it will be responsible for any such landscaping installed by the third party, and shall continue to perform all other services comprising the Work, including any future services that apply to the landscaping installed by the third party or to the areas where services were performed by the third party.

- b. ***Acceptance of Site.*** By executing this Agreement, the Contractor agrees that the Contractor was able to inspect the site prior to the time of submission of the bid, and that the Contractor agrees to be responsible for the care, health, maintenance, and replacement, if necessary, of the existing landscaping, in its current condition, and on an “as is” basis. The Contractor shall be strictly liable for the decline or death of any plant material, regardless of whether such decline or death is due to the negligence of the Contractor, except that the Contractor shall not be responsible for fire, cold, storm or wind damage, incurable or uncontrollable diseases, or damage due to vandalism. Upon the occurrence of any such exceptions, Contractor shall immediately notify the District. Contractor shall replace, at Contractor’s expense, all plant material that, in the opinion of the District, fails to maintain a healthy, vigorous condition as a result of the Contractor’s failure to perform the Work specified herein. No changes to the compensation set forth in this Agreement shall be made based on any claim that the existing landscaping was not in good condition or that the site was unsuitable for such landscaping.
- c. ***Manner of Contractor’s Performance.*** The Contractor agrees, as an independent contractor, to undertake the Work as specified in this Agreement or any Additional Services Order (defined herein) issued in connection with this Agreement. All Work shall be performed in a neat and professional manner reasonably acceptable to the District and shall be in accordance with industry standards, such as USF, IFAS, etc. The performance of all services by the Contractor under this Agreement and related to this Agreement shall conform to any written instructions issued by the District.
- d. ***Discipline, Employment, Uniforms.*** Contractor shall maintain at all times strict discipline among its employees and shall not employ for work on the project any person unfit or without sufficient skills to perform the job for which such person is employed. All laborers and foremen of the Contractor shall perform all Work on the premises in a uniform to be designed by the Contractor. No shirtless attire, no torn or tattered attire or slang graphic T-shirts are permitted. No smoking in or around the buildings will be permitted. Rudeness or discourteous acts by Contractor employees will not be tolerated. No Contractor solicitation of any kind is permitted on property.

- e. **Scheduling.** In the event that time is lost due to heavy rains (“**Rain Days**”), the Contractor agrees to reschedule its employees and divide their time accordingly to complete all scheduled services during the same week as any Rain Days. The Contractor shall provide services on Saturdays if needed to make up Rain Days with prior notification to, and approval by, the District Representatives (defined herein).
- f. **Protection of Property.** Contractor in conducting the Work shall use all due care to protect against any harm to persons or property. If the Contractor’s acts or omissions result in any damage to property within the District, including but not limited to damage to landscape lighting and irrigation system components, entry monuments, etc., the Contractor shall immediately notify the District and promptly repair all damage – and/or promptly replace damaged property – to the satisfaction of the District.
- g. **Reporting Services.** The District shall designate in writing one or more persons to act as the District’s representatives with respect to the services to be performed under this Agreement (“**District Representatives**”). The District Representatives shall have complete authority to transmit instructions, receive information, interpret and define the District’s policies and decisions with respect to materials, equipment, elements, and systems pertinent to the Contractor’s services. This authority shall include but not be limited to verification of correct timing of services to be performed, methods of pruning, pest control and disease control. The District hereby designates _____ and _____ to act as the District Representatives. The District shall have the right to change its designated representatives at any time by written notice to the Contractor. The Contractor shall provide to management a written report of work performed for each month with notification of any problem areas and a schedule of work for the upcoming month. Further, the Contractor agrees to meet the District Representatives at least bi-weekly to inspect the property to discuss conditions, schedules, and items of concern regarding this Agreement, and to attend all meetings of the District’s Board of Supervisors upon request.
- h. **Deficiencies.** If the District Representatives identify any deficient areas, the District Representatives shall notify the Contractor whether through a written report or otherwise. The Contractor shall then within the time period specified by the District Representatives, or if no time is specified within forty-eight (48) hours, explain in writing what actions shall be taken to remedy the deficiencies. Upon approval by the District, the Contractor shall take such actions as are necessary to address the deficiencies within the time period specified by the District, or if no time is specified by the District, then within three days and prior to submitting any invoices to the District. If the Contractor does not respond or take action within the specified time period, and without intending to limit the District’s remedies in any way, the District shall have the rights to, among other remedies available at law or in equity, fine the Contractor \$100 per day; to withhold some or all of the Contractor’s payments under this Agreement; and to contract with outside sources to perform necessary Work with all charges for such services to be deducted from the Contractor’s compensation. Any oversight by

the District Representatives of Contractor's Work is not intended to mean that the District shall underwrite, guarantee, or ensure that the Work is properly done by the Contractor, and it is the Contractor's responsibility to perform the Work in accordance with this Agreement.

- i. ***Compliance with Laws.*** The Contractor shall keep, observe, and perform all requirements of applicable local, State and Federal laws, rules, regulations, ordinances, permits, licenses, or other requirements or approvals. Further, the Contractor shall notify the District in writing within five (5) days of the receipt of any notice, order, required to comply notice, or a report of a violation or an alleged violation, made by any local, State, or Federal governmental body or agency or subdivision thereof with respect to the services being rendered under this Agreement or any act or omission of the Contractor or any of its agents, servants, employees, or material men, or appliances, or any other requirements applicable to provision of services. Additionally, the Contractor shall promptly comply with any requirement of such governmental entity after receipt of any such notice, order, request to comply notice, or report of a violation or an alleged violation.
- j. ***Safety.*** Contractor shall provide for and oversee all safety orders, precautions, and programs necessary for the Work. Contractor shall maintain an adequate safety program to ensure the safety of employees and any other individuals working under this Agreement. Contractor shall comply with all OSHA standards. Contractor shall take precautions at all times to protect any persons and property affected by Contractor's work, utilizing safety equipment such as bright vests and traffic cones.
- k. ***Environmental Activities.*** The Contractor agrees to use best management practices, consistent with industry standards, with respect to the storage, handling and use of chemicals (e.g., fertilizers, pesticides, etc.) and fuels. The Contractor shall keep all equipment clean (e.g., chemical sprayers) and properly dispose of waste. Further, the Contractor shall immediately notify the District of any chemical or fuel spills. The Contractor shall be responsible for any environmental cleanup, replacement of any turf or plants harmed from chemical burns, and correcting any other harm resulting from the Work to be performed by Contractor.
- l. ***Payment of Taxes; Procurement of Licenses and Permits.*** Contractor shall pay all taxes required by law in connection with the Work, including sales, use, and similar taxes, and shall secure all licenses and permits necessary for proper completion of the Work, paying the fees therefore and ascertaining that the permits meet all requirements of applicable federal, state and county laws or requirements.
- m. ***Subcontractors.*** The Contractor shall not award any of the Work to any subcontractor without prior written approval of the District. The Contractor shall be as fully responsible to the District for the acts and omissions of its subcontractors, and of persons either directly or indirectly employed by them, as the Contractor is for the acts and omissions of persons directly employed by the

Contractor. Nothing contained herein shall create contractual relations between any subcontractor and the District.

- n. ***Independent Contractor Status.*** In all matters relating to this Agreement, the Contractor shall be acting as an independent Contractor. Neither the Contractor nor employees of the Contractor, if there are any, are employees of the District under the meaning or application of any Federal or State Unemployment or Insurance Laws or Old Age Laws or otherwise. The Contractor agrees to assume all liabilities or obligations imposed by any one or more of such laws with respect to employees of the Contractor, if there are any, in the performance of this Agreement. The Contractor shall not have any authority to assume or create any obligation, express or implied, on behalf of the District and the Contractor shall have no authority to represent the District as an agent, employee, or in any other capacity, unless otherwise set forth in this Agreement.

3. **COMPENSATION; TERM.**

- a. ***Term.*** Work under this Agreement shall begin on the date first written above and end after one year ("**Initial Term**"), unless terminated earlier pursuant to the terms of this Agreement. At the end of the Initial Term, and unless terminated pursuant to the terms of this Agreement, this Agreement shall automatically renew on the same terms up to three times and for one year periods.
- b. ***Compensation.*** As compensation for the Work, the District agrees to pay Contractor the amounts set forth in **EXHIBIT B**. All additional work or services, and related compensation, shall be governed by Section 3.c. of this Agreement.
- c. ***Additional Work.*** Should the District desire that the Contractor provide additional work and/or services relating to the District's landscaping and irrigation systems (e.g., additional services or services for other areas not specified in this Agreement), such additional work and/or services shall be fully performed by the Contractor after prior approval of a required Additional Services Order ("**ASO**"). The Contractor agrees that the District shall not be liable for the payment of any additional work and/or services unless the District first authorizes the Contractor to perform such additional work and/or services through an authorized and fully executed ASO, an example of which is attached as **EXHIBIT D**. The Contractor shall be compensated for such agreed additional work and/or services based upon a payment amount derived from the prices set forth in the Contractor's bid pricing (attached as part of **EXHIBIT B**). Nothing herein shall be construed to require the District to use the Contractor for any such additional work and/or services, and the District reserves the right to retain a different contractor to perform any additional work and/or services.
- d. ***Payments by District.*** The Contractor shall maintain records conforming to usual accounting practices. Further, the Contractor agrees to render monthly invoices to the District, in writing, which shall be delivered or mailed to the District by the fifth (5th) day of the next succeeding month. Each monthly invoice shall contain, at a minimum, the District's name, the Contractor's name, the invoice date, an invoice number, an itemized listing of all costs billed on the

invoice with a description of each sufficient for the District to approve each cost, the time frame within which the services were provided, and the address or bank information to which payment is to be remitted. Consistent with Florida's Prompt Payment Act, Section 218.70 et al. of the Florida Statutes, these monthly invoices are due and payable within forty-five (45) days of receipt by the District.

- e. ***Payments by Contractor.*** Subject to the terms herein, Contractor will promptly pay in cash for all costs of labor, materials, services and equipment used in the performance of the Work, and upon the request of the District, Contractor will provide proof of such payment. Contractor agrees that it shall comply with Section 218.735(6), Florida Statutes, requiring payments to subcontractors and suppliers be made within ten (10) days of receipt of payment from the District. Unless prohibited by law, District may at any time make payments due to Contractor directly or by joint check, to any person or entity for obligations incurred by Contractor in connection with the performance of Work, unless Contractor has first delivered written notice to District of a dispute with any such person or entity and has furnished security satisfactory to District insuring against claims therefrom. Any payment so made will be credited against sums due Contractor in the same manner as if such payment had been made directly to Contractor. The provisions of this section are intended solely for the benefit of District and will not extend to the benefit of any third persons, or obligate District or its sureties in any way to any third party. Subject to the terms of this section, Contractor will at all times keep the District's property, and each part thereof, free from any attachment, lien, claim of lien, or other encumbrance arising out of the Work. The District may demand, from time to time in its sole discretion, that Contractor provide a detailed listing of any and all potential lien claimants (at all tiers) involved in the performance of the Work including, with respect to each such potential lien claimant, the name, scope of Work, sums paid to date, sums owed, and sums remaining to be paid. Further, the District shall have the right to require, as a condition precedent to making any payment, evidence from the Contractor, in a form satisfactory to the District, that any indebtedness of the Contractor, as to services to the District, has been paid and that the Contractor has met all of the obligations with regard to the withholding and payment of taxes, Social Security payments, Workmen's Compensation, Unemployment Compensation contributions, and similar payroll deductions from the wages of employees.

4. **TERMINATION.** The District agrees that the Contractor may terminate this Agreement with cause by providing ninety (90) days written notice of termination to the District; provided, however, that the District shall be provided a reasonable opportunity to cure any failure under this Agreement. The Contractor agrees that, notwithstanding any other provision of this Agreement, and regardless of whether any of the procedural steps set forth in section 2.h. of this Agreement are taken, the District may terminate this Agreement immediately with cause by providing written notice of termination to the Contractor. The District shall provide thirty (30) days written notice of termination without cause. Any termination by the District shall not result in liability to the District for consequential damages, lost profits, or any other damages or liability. However, upon any termination of this Agreement by the District, the Contractor shall be entitled to payment for all Work and/or services rendered up until the effective termination of this Agreement, subject to whatever claims or off-sets the District may have

against the Contractor.

On a default by Contractor, the District may elect not to terminate the Agreement, and in such event it may make good the deficiency in which the default consists, and deduct the costs from the payment then or to become due to Contractor. On a default by Contractor, the District further reserves the right to pursue any and all available remedies under the law, including but not limited to equitable and legal remedies.

5. INSURANCE.

- a. ***Insurance Required.*** Before commencing any Work, the Contractor shall furnish the District with a Certificate of Insurance evidencing compliance with the requirements of this section. No certificate shall be acceptable to the District unless it provides that any change or termination within the policy periods of the insurance coverage, as certified, shall not be effective within thirty (30) days of prior written notice to the District. Insurance coverage shall be primary and written on forms acceptable to the District. Additionally, insurance coverage shall be from a reputable insurance carrier, licensed to conduct business in the State of Florida, and such carrier shall have a Best's Insurance Reports rating of A-VII. The procuring of required policies of insurance shall not be construed to limit Contractor's liability or to fulfill the indemnification provisions and requirements of this Agreement.
- b. ***Types of Insurance Coverage Required.*** The Contractor shall maintain throughout the term of this Agreement the following insurance:
 - i. Worker's Compensation Insurance in accordance with the laws of the State of Florida. In the event the Contractor has "leased" employees, the Contractor or the employee leasing company must provide evidence of a Minimum Premium Workers' Compensation policy, along with a Waiver of Subrogation in favor of the District. All documentation must be provided to the District at the address listed below. No contractor or subcontractor operating under a worker's compensation exemption shall access or work on the site.
 - ii. Employer's Liability Coverage with limits of at least \$500,000 per accident or disease.
 - iii. Commercial General Liability Insurance covering liability for, among other things, bodily injury, property damage, contractual, products and completed operations, and personal injury, with limits of not less than \$2,000,000 per occurrence, and further including, but not being limited to, Independent Contractors Coverage for bodily injury and property damage in connection with subcontractors' operation.
 - iv. Automobile Liability Insurance for bodily injuries in limits of not less than \$2,000,000 combined single limit bodily injury and for property damage, providing coverage for any accident arising out of or resulting from the operation, maintenance, or use by the Contractor of any owned, non-owned, or hired automobiles, trailers, or other equipment required to be licensed.

- v. Umbrella Excess Liability Insurance to cover any liability in excess of the limits of coverage already required and with limits of at least \$2,000,000 per occurrence and \$2,000,000 on aggregate.
- c. ***Additional Insureds.*** All policies required by this Agreement, with the exception of Workers' Compensation, or unless specific approval is given by the District, are to be written on an occurrence basis, and shall name the District, and its Supervisors, officers, staff, agents, employees, and representatives as additional insured (with the exception of Workers' Compensation insurance) as their interest may appear under this Agreement. Insurer(s), with the exception of Workers' Compensation on non-leased employees, shall agree to waive all rights of subrogation against the District and its Supervisors, officers, staff, agents, employees, and representatives.
- d. ***Sub-Contractors.*** Insurance requirements itemized in this Agreement and required of the Contractor shall be provided on behalf of all sub-contractors to cover their operations performed under this Agreement. The Contractor shall be held responsible for any modifications, deviations, or omissions in these insurance requirements as they apply to sub-contractors.
- e. ***Payment of Premiums.*** The Contractor shall be solely responsible for payment of all premiums for insurance contributing to the satisfaction of this Agreement and shall be solely responsible for the payment of all deductibles and retentions to which such policies are subject, whether or not the District is an insured under the policy.
- f. ***Notice of Claims.*** Notices of accidents (occurrences) and notices of claims associated with work being performed under this Agreement shall be provided to the Contractor's insurance company and to the District as soon as practicable after notice to the insured.
- g. ***Failure to Provide Insurance.*** The District shall retain the right to review, at any time, coverage, form, and amount of insurance. If the Contractor fails to have secured and maintained the required insurance, the District has the right (without any obligation to do so, however), to secure such required insurance in which event, the Contractor shall pay the cost for that required insurance to the District and shall furnish, upon demand, all information that may be required in connection with the District's obtaining the required insurance. If Contractor fails to pay such cost to the District, the District may deduct such amount from any payment due the Contractor.

6. INDEMNIFICATION.

- a. The Contractor shall indemnify, defend, and hold harmless, the District, the District's Board of Supervisors, District Staff and the District's agents, officers, employees, contractors, and representatives from and against any and all liability, actions, claims, demands, loss, damage, injury, or harm of any nature whatsoever, arising from the acts or omissions of Contractor, or the Contractor's officers, directors, agents, assigns, employees, or representatives.

- b. Obligations under this section shall include the payment of all settlements, judgments, damages, liquidated damages, penalties, fines, forfeitures, back pay, awards, court costs, mediation costs, litigation expenses, attorney fees, paralegal fees (incurred in court, out of court, on appeal, or in bankruptcy proceedings), or other amounts of any kind.
- c. The Contractor agrees that nothing in this Agreement shall serve as or be construed as a waiver of the District's or its staff, supervisors or consultants limitations on liability contained in section 768.28, Florida Statutes or other law. Any subcontractor retained by the Contractor shall acknowledge the same in writing, and it shall be Contractor's responsibility to secure such acknowledgments. Further, nothing herein shall be construed to limit or restrict the District's rights against the Contractor under applicable law.
- d. In any and all claims against the District or any of its agents or employees by any employee of the Contractor, any subcontractor, anyone directly or indirectly employed by any of them, or anyone for whose acts any of them may be liable, the indemnification obligation under this Agreement shall not be limited in any way as to the amount or type of damages, compensation or benefits payable by or for the Contractor or any subcontractor under Workmen's compensation acts, disability benefit acts, or other employee benefit acts.
- e. It is understood and agreed that this Agreement is not a construction contract as that term is referenced in Section 725.06, Fla. Stat., (as amended) and that said statutory provision does not govern, restrict or control this Agreement.

7. **TAX EXEMPT DIRECT PURCHASES.** The parties agree that the District, in its discretion, may elect to undertake a direct purchase of any or all materials used for the landscaping services, including but not limited to the direct purchase of fertilizer. In such event, the following conditions shall apply:

- a. The District may elect to purchase any or all materials directly from a supplier identified by Contractor.
- b. Contractor shall furnish detailed Purchase Order Requisition Forms ("**Requisitions**") for all materials to be directly purchased by the District.
- c. Upon receipt of a Requisition, the District shall review the Requisition and, if approved, issue its own purchase order directly to the supplier, with delivery to be made to the District on an F.O.B. job site basis.
- d. The purchase order issued by the District shall include the District's consumer certificate of exemption number issued for Florida sales and use tax purposes.
- e. Contractor will have contractual obligations to inspect, accept delivery of, and store the materials pending use of the materials as part of the landscaping services. The contractor's possession of the materials will constitute a bailment. The contractor, as bailee, will have the duty to safeguard, store and protect the materials while in its possession until returned to the District through use of the materials.

- f. After verifying that delivery is in accordance with the purchase order, Contractor will submit a list indicating acceptance of goods from suppliers and concurrence with the District's issuance of payment to the supplier. District will process the invoices and issue payment directly to the supplier.
- g. The District may purchase and maintain insurance sufficient to cover materials purchased directly by the District.
- h. All payments for direct purchase materials made by the District, together with any state or local tax savings, shall be deducted from the compensation provided for in this Agreement.

8. MISCELLANEOUS PROVISIONS.

- a. ***Default & Protection Against Third Party Interference.*** A default by either Party under this Agreement shall entitle the other to all remedies available at law or in equity for breach of this Agreement, which may include, but not be limited to, the right of damages, injunctive relief, and/or specific performance. The District shall be solely responsible for enforcing its rights under this Agreement against any interfering third party. Nothing contained in this Agreement shall limit or impair the District's right to protect its rights from interference by a third party to this Agreement.
- b. ***Custom & Usage.*** It is hereby agreed, any law, custom, or usage to the contrary notwithstanding, that the District shall have the right at all times to enforce the conditions and agreements contained in this Agreement in strict accordance with the terms of this Agreement, notwithstanding any conduct or custom on the part of the District in refraining from so doing; and further, that the failure of the District at any time or times to strictly enforce its rights under this Agreement shall not be construed as having created a custom in any way or manner contrary to the specific conditions and agreements of this Agreement, or as having in any way modified or waived the same.
- c. ***Successors.*** This Agreement shall inure to the benefit of and be binding upon the heirs, executors, administrators, successors, and assigns of the Parties to this Agreement, except as expressly limited in this Agreement.
- d. ***Assignment.*** Neither the District nor the Contractor may assign this Agreement without the prior written approval of the other, which approval shall not be unreasonably withheld. Any purported assignment of this Agreement without such prior written approval shall be void.
- e. ***Headings for Convenience.*** The descriptive headings in this Agreement are for convenience only and shall neither control nor affect the meaning or construction of any of the provisions of this Agreement.
- f. ***Agreement.*** This instrument, together with its attachments which are hereby incorporated herein, shall constitute the final and complete expression of this

Agreement between the District and Contractor relating to the subject matter of this Agreement. To the extent of any inconsistency / conflict between this document, and the **EXHIBITS**, this document shall control.

- g. **Attorney's Fees.** In the event that either the District or the Contractor is required to enforce this Agreement by court proceedings or otherwise, then the prevailing party shall be entitled to recover all fees and costs incurred, including reasonable attorneys' fees, paralegal fees and costs for trial, mediation, or appellate proceedings.
- h. **Amendments.** Amendments to and waivers of the provisions contained in this Agreement may be made only by an instrument in writing which is executed by both the District and the Contractor.
- i. **Authorization.** The execution of this Agreement has been duly authorized by the appropriate body or official of the District and the Contractor, both the District and the Contractor have complied with all the requirements of law, and both the District and the Contractor have full power and authority to comply with the terms and provisions of this instrument.
- j. **Notices.** Any notice, demand, request or communication required or permitted hereunder ("**Notice**") shall be in writing and sent by hand delivery, United States certified mail, or by recognized overnight delivery service, addressed as follows:

A. If to the District: Sweetwater Creek Community
Development District
12051 Corporate Blvd.
Orlando, Florida 32817
Attn: District Manager

With a copy to: Hopping Green & Sams, PA
119 South Monroe Street, Suite 300
Tallahassee, Florida 32301
Attn: Wesley S. Haber

B. If to Contractor: _____

Attn: _____

Except as otherwise provided in this Agreement, any Notice shall be deemed received only upon actual delivery at the address set forth above. Notices delivered after 5:00 p.m. (at the place of delivery) or on a non-business day, shall be deemed received on the next business day. If any time for giving Notice contained in this Agreement would otherwise expire on a non-business day, the Notice period shall be extended to the next succeeding business day. Saturdays, Sundays, and legal holidays recognized by the United States government shall not be regarded as business days. Counsel for the District and counsel for the Contractor may deliver Notice on

behalf of the District and the Contractor. Any party or other person to whom Notices are to be sent or copied may notify the other parties and addressees of any change in name or address to which Notices shall be sent by providing the same on five (5) days written notice to the parties and addressees set forth herein.

- k. **Third Party Beneficiaries.** This Agreement is solely for the benefit of the District and the Contractor and no right or cause of action shall accrue upon or by reason, to or for the benefit of any third party not a formal party to this Agreement. Nothing in this Agreement expressed or implied is intended or shall be construed to confer upon any person or corporation other than the District and the Contractor any right, remedy, or claim under or by reason of this Agreement or any of the provisions or conditions of this Agreement; and all of the provisions, representations, covenants, and conditions contained in this Agreement shall inure to the sole benefit of and shall be binding upon the District and the Contractor and their respective representatives, successors, and assigns.
- l. **Controlling Law & Venue.** This Agreement and the provisions contained in this Agreement shall be construed, interpreted, and controlled according to the laws of the State of Florida. Venue for any legal actions regarding this Agreement shall be St. Johns County, Florida.
- m. **Public Records.** The Contractor understands and agrees that all documents of any kind provided to the District in connection with this Agreement are public records and will be treated as such in accordance with Florida law. In particular, Contractor agrees to comply with all applicable public records laws, including but not limited to Section 119.0701, Florida Statutes, the provisions of which are expressly incorporated by reference herein.
- n. **Severability.** The invalidity or unenforceability of any one or more provisions of this Agreement shall not affect the validity or enforceability of the remaining portions of this Agreement, or any part of this Agreement not held to be invalid or unenforceable.
- o. **Arm's Length Transaction.** This Agreement has been negotiated fully between the District and the Contractor as an arm's length transaction. The District and the Contractor participated fully in the preparation of this Agreement with the assistance of their respective counsel. In the case of a dispute concerning the interpretation of any provision of this Agreement, the parties are each deemed to have drafted, chosen, and selected the language, and any doubtful language will not be interpreted or construed against any party.
- p. **Signatures.** This Agreement may be executed in any number of counterparts, each of which when executed and delivered shall be an original; however, all such counterparts together shall constitute, but one and the same instrument. Moreover, electronic records of signatures shall constitute original signatures for all purposes.

IN WITNESS WHEREOF, the Parties execute this Agreement as set forth below.

ATTEST:

**SWEETWATER CREEK
COMMUNITY DEVELOPMENT
DISTRICT**

By: _____

- Secretary
- Assistant Secretary

By: _____

- Chairperson
- Vice Chairperson

Date: _____

ATTEST:

By: _____

Its: _____

By: _____

Its: _____

Date: _____

- Exhibit A: Scope of Services**
- Exhibit B: Proposal**
- Exhibit C: Landscape Maintenance Areas Exhibit**
- Exhibit D: Additional Services Order**

5C



SUNBELT

GATED ACCESS SYSTEMS

8936 Western Way
Suite 10

Jacksonville, FL 32256-0338

Quotation

Voice: 904-354-7060

Fax: 904-355-5617

Quote # RS-031318-6

Quote Date 3/13/2018

Customer Name & Address:

Marshall Creek CDD
605 Palencia Club Drive
St. Augustine, FL 32095

Project Location:

Palencia North
(4) Barrier Gate Operators
Replacement Revised Proposal
1830 N. Loop Parkway
St. Augustine, FL 32095

Project		Terms	Representative
Palencia North		50% Down, Balance on Completion	RCD
Quantity	Item	Description	
1	LICENSE STMT	<p>Sunbelt Gated Access Systems is a licensed contractor in the State of Florida (License #ES12000923) and this license covers the proposed work herein. Using an unlicensed contractor for this project is a crime subject to fines up to \$10,000 and could result in condemnation of the completed work. We encourage you to visit www.myfloridalicense.com to verify the license status of your chosen contractor before issuing any purchase orders or contracts for this work.</p> <p>SYSTEM OPTIONS /ENHANCEMENTS:</p> <p>1- To add surge suppression to barrier gate operators -installed, please add \$ 800.00.</p> <p>Notes;</p> <p>1.-Any necessary electrical requirements will be coordinated with customer's electrician upon receipt of signed order.</p> <p>2.-Above prices include reusing existing power/control wiring, phone line, remote switches, access controls, magnetic vehicle detectors, buried wire loops, aluminum gate arms, and concrete mounting pads. If any of these are not in good working order, there could be additional charges</p>	

Submitted by: _____

Total Price **\$20,836.00**

Accepted by: 

Date: 3/13/18

NOTE:
This quotation include all applicable sales taxes and shipping charges.



SUNBELT

GATED ACCESS SYSTEMS

8936 Western Way
Suite 10

Jacksonville, FL 32256-0338

Quotation

Voice: 904-354-7060

Fax: 904-355-5617

Quote # RS-031318-6

Quote Date 3/13/2018

Customer Name & Address:

Marshall Creek CDD
605 Palencia Club Drive
St. Augustine, FL 32095

Project Location:

Palencia North
(4) Barrier Gate Operators
Replacement Revised Proposal
1830 N. Loop Parkway
St. Augustine, FL 32095

Project		Terms	Representative
Palencia North		50% Down, Balance on Completion	RCD
Quantity	Item	Description	
4	DK-1601-081	DoorKing Barrier Gate; 1/2 HP, 120VAC Operation with White Cabinet and Battery Backup; for 14' Maximum Gate Arm Length (Requires Gate Arm Hardware Kit)	
4	DK-1601-093	Fan Kit - Recommended for Hot, Humid Environments	
4	DK-1601-242	DoorKing Round Aluminum Arm Hardware Kit for Model 1601 Barrier Gate; Allows attachment of ROUND Aluminum Gate Arms ONLY	
4	DK-1601-535	DoorKing Power Harness for Lighted Gate Arm	
1	TRADE-IN ALLOWA...	Remove (4) Existing Barrier Gate Operators	
4	MISC-SPLY	Reuse existing power/control wiring, phone line, access controls, magnetic vehicle detectors, gate arms, buried wire loops, and concrete mounting pads. Miscellaneous Install Supplies; Includes PVC/Flex Conduit, Fittings, and/or Boxes, Low Voltage Wire, Connectors, Sleeve Anchors, Custom Mounting Brackets, Etc.	
1	ELEC DISCLAIMER	This quotation requires all phone lines, any necessary permits, and/or all electrical requirements provided by customer's electrician-IF NECESSARY>	
1	WARRANTY - 1	WARRANTY: One (1) year from date of acceptance by owner or beginning of constructive use of equipment, whichever shall come first, parts & workmanship only.	
18	INSTALL LABOR	Installation Labor Hour; includes assembly, mounting, hook-up and testing of complete system and instruction in maintenance and operation	
2	MOBILIZATION - FIR...	Installation Mobilization Charge for Trip to Job Site in Baker, Clay, Nassau or St Johns County	
1	DISCLAIMER1	Quotation/proposal does not cover any unforeseen problems existing in completion of job that are not noted by customer or salesman prior to the order being placed.	
1	LOT PRICE	Total Price Delivered & Installed -\$20,846.00	

Submitted by: _____

Total Price

Accepted by: _____

Date: _____

NOTE:
This quotation include all applicable sales taxes and shipping charges.

Ninth Order of Business

MEMORANDUM

TO: Board of Supervisors, Marshall Creek CDD
FROM: Jennifer Ramdin, Accountant II
CC: Janice Eggleton Davis, District Manager; Alan Baldwin, Accounting Manager
DATE: March 13, 2018
SUBJECT: February Financial Report

Please find attached the February 2018 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 was provided below. Should you have any questions or require additional information, please contact me at jennifer.ramdin@Inframark.com.

General Fund

The Total Revenues for the General Fund are at approximately 84% of the adopted budget. Non-Ad Valorem Special Assessment is approximately 90% collected. The Shared Rev- Other Local Units was recorded in February.

Total Expenditures through February are at approximately 48% of the adopted budget. Below are explanations of variances.

- Administration:
 - ▶ Shared Exp - Other Local Units was recorded in February.
- Other Public Safety:
 - ▶ R&M-Gate - Installation of Panels \$6,455 / Gate Arm Replacement \$3,258 / Heat Control Replacement \$6,571/ Misc. Supplies
 - ▶ Capital Outlay-Machine & Equip - Solar Power Radar Sign for Traffic Control \$7,693.
- Field:
 - ▶ R&M- Electrical - Streetlight Fixtures \$5317.
 - ▶ R&M-Fountain - Replaced motor \$3,085.
- Landscape Services:
 - ▶ R&M - Grounds - Howard Fertilization - Expenses for Services /Fertilizer/ Chemicals.
 - ▶ Office Equipment - New laptops for Engineer / Landscape Director \$4,159 /New computer \$1,200.00 / Wiring for New Building \$2,670 / Misc. Items.
 - ▶ Op Supplies General - Supplies for New Maintenance Building such as Dispensers, Wiring Cords, Ironman 230, Pallet Rack Storage and Misc. Items.
 - ▶ Capital Outlay - Purchase All Pro trailer \$6,903 /Club car \$14,564 / Pressure Washer \$2,645 / Monthly pmnts. to Municipal Corp of \$1,535.
- Utilities:
 - ▶ Electricity - Streetlighting - Services through February.
- Clubhouse:
 - ▶ Contracts-Outside Fitness is higher due to additional Yoga classes offered.
- Swimming Pool:
 - ▶ R&M-Building -Replace roof tiles \$1,560 /Repair panels \$1,584 / Misc. Supplies.
 - ▶ R&M-Pool -Pool deck resurface \$26,455 with Ultimate Surfaces.
 - ▶ Misc. Special Events - Social event activities \$4,551 during Oct- Dec 2017.
 - ▶ Capital Outlay - FL Patio Furniture Purchases.
- Tennis Court:
 - ▶ Payroll-Commission - Additional tennis lessons offered.
 - ▶ R&M-Court Maintenance- Mold case circuit \$2,115 / Court rake panels \$ 1,137/ Circuit breaker \$1,610 / Wind screen Reserve - Tennis Court - Resurfacing Project.

MARSHALL CREEK
Community Development District

Financial Report

February 28, 2018

Prepared by



Table of Contents

<u>FINANCIAL STATEMENTS</u>	Page
Balance Sheet - All Funds	1 - 3
Statement of Revenues, Expenditures and Changes in Fund Balance	
General Fund	4 - 12
Series 2002 Area Capital Reserves Fund	13
Debt Service Funds	14 - 19
Series 2015 A Construction Fund	20
 <u>SUPPORTING SCHEDULES</u>	
Non-Ad Valorem Special Assessment Collections	21 - 23
Cash and Investment Report	24
ADP Invoice Approval Listing	25 - 28
Series 2015 A Construction Report	29
Check Register	30 - 37

MARSHALL CREEK
Community Development District

Financial Statements

(Unaudited)

February 28, 2018

Balance Sheet
February 28, 2018

ACCOUNT DESCRIPTION	GENERAL FUND	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
ASSETS							
Cash - Checking Account	\$ 1,885,872	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,885,872
Assessments Receivable	24,418	-	45,803	-	-	-	70,221
Allow-Doubtful Collections	(24,418)	-	(45,803)	-	-	-	(70,221)
Due From Developer	61	-	-	-	-	-	61
Due From Other Districts	59,425	-	-	-	-	-	59,425
Due From Other Funds	-	43,349	410,066	365,740	23,580	-	842,735
Investments:							
Money Market Account	2,425,278	-	-	-	-	-	2,425,278
Construction Fund A	-	-	-	428	-	489,330	489,758
Prepayment Account	-	-	9,025	-	-	-	9,025
Prepayment Account A	-	-	-	69	-	-	69
Reserve Fund	-	-	-	-	31,330	-	31,330
Reserve Fund A	-	-	49,631	486,541	-	-	536,172
Revenue Fund	-	-	598,330	-	36,818	-	635,148
Revenue Fund A	-	-	-	584,106	-	-	584,106
Prepaid Items	20,855	-	-	-	-	-	20,855
TOTAL ASSETS	\$ 4,391,491	\$ 43,349	\$ 1,067,052	\$ 1,436,884	\$ 91,728	\$ 489,330	\$ 7,519,834

Balance Sheet
February 28, 2018

<u>ACCOUNT DESCRIPTION</u>	<u>GENERAL FUND</u>	<u>2002 AREA CAPITAL RESERVES FUND</u>	<u>SERIES 2002 DEBT SERVICE FUND</u>	<u>SERIES 2015 DEBT SERVICE FUND</u>	<u>SERIES 2016 DEBT SERVICE FUND</u>	<u>SERIES 2015 A CONSTRUCTION FUND</u>	<u>TOTAL</u>
<u>LIABILITIES</u>							
Accounts Payable	\$ 45,748	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 45,748
Accrued Expenses	122,315	-	-	-	-	-	122,315
Retainage Payable	-	-	-	-	-	50,730	50,730
Due To Other Districts	54,576	-	-	-	-	-	54,576
Due To Other Funds	842,735	-	-	-	-	-	842,735
TOTAL LIABILITIES	1,065,374	-	-	-	-	50,730	1,116,104

Balance Sheet
February 28, 2018

<u>ACCOUNT DESCRIPTION</u>	<u>GENERAL FUND</u>	<u>2002 AREA CAPITAL RESERVES FUND</u>	<u>SERIES 2002 DEBT SERVICE FUND</u>	<u>SERIES 2015 DEBT SERVICE FUND</u>	<u>SERIES 2016 DEBT SERVICE FUND</u>	<u>SERIES 2015 A CONSTRUCTION FUND</u>	<u>TOTAL</u>
<u>FUND BALANCES</u>							
Nonspendable:							
Prepaid Items	20,855	-	-	-	-	-	20,855
Restricted for:							
Debt Service	-	-	1,067,052	1,436,884	91,728	-	2,595,664
Capital Projects	-	-	-	-	-	438,600	438,600
Assigned to:							
Operating Reserves	900,151	-	-	-	-	-	900,151
Reserves - Field	440,675	-	-	-	-	-	440,675
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:	1,707,666	43,349	-	-	-	-	1,751,015
TOTAL FUND BALANCES	\$ 3,326,117	\$ 43,349	\$ 1,067,052	\$ 1,436,884	\$ 91,728	\$ 438,600	\$ 6,403,730
TOTAL LIABILITIES & FUND BALANCES	\$ 4,391,491	\$ 43,349	\$ 1,067,052	\$ 1,436,884	\$ 91,728	\$ 489,330	\$ 7,519,834

Statement of Revenues, Expenditures and Changes in Fund Balances
For the Period Ending February 28, 2018

ACCOUNT DESCRIPTION	ANNUAL ADOPTED BUDGET	YEAR TO DATE BUDGET	YEAR TO DATE ACTUAL	VARIANCE (\$) FAV(UNFAV)	FEB-18 BUDGET	FEB-18 ACTUAL	VARIANCE (\$) FAV(UNFAV)
<u>REVENUES</u>							
Interest - Investments	\$ 12,000	\$ 5,000	\$ 4,997	\$ (3)	\$ 1,000	\$ 1,076	\$ 76
Shared Rev - Other Local Units	418,857	418,857	418,858	1	-	418,858	418,858
Interlocal Agreement - Other	356,097	148,374	148,374	-	29,675	33,437	3,762
Other Physical Environment Rev	15,000	6,250	2,000	(4,250)	1,250	2,000	750
S/F Program Fees	37,000	-	1,580	1,580	-	-	-
S/F Swimming Program Fees	2,000	-	-	-	-	-	-
S/F Activity Fees	200	200	400	200	-	400	400
S/F Other Revenues	1,750	-	-	-	-	-	-
S/F Rental Fees	2,000	835	1,700	865	167	100	(67)
Tennis Merchandise Sales	14,000	6,000	4,447	(1,553)	1,200	938	(262)
Tennis Special Events&Socials	1,500	600	-	(600)	-	-	-
Tennis Lessons & Clinics	118,000	51,500	70,693	19,193	12,000	12,826	826
Tennis Ball Machine Rental Fee	4,000	2,700	1,440	(1,260)	500	-	(500)
Tennis Membership	26,000	19,500	30,655	11,155	-	338	338
Tennis Drinks & Snacks	500	208	-	(208)	41	-	(41)
Interest - Tax Collector	-	-	261	261	-	-	-
Special Assmnts- Tax Collector	3,212,063	2,762,374	2,874,798	112,424	224,844	330,320	105,476
Special Assmnts- CDD Collected	12,399	5,166	1,033	(4,133)	1,033	-	(1,033)
Special Assmnts- Delinquent	-	-	12,659	12,659	-	-	-
Special Assmnts- Discounts	(96,362)	(82,870)	(106,721)	(23,851)	(6,745)	(9,038)	(2,293)
Allowance Uncollected Assem.	(25,000)	-	-	-	-	-	-
Other Miscellaneous Revenues	1,100	460	9,842	9,382	92	137	45
Gate Bar Code/Remotes	2,200	915	1,398	483	183	235	52
Impact Fee	30,000	12,500	13,900	1,400	2,500	1,149	(1,351)
TOTAL REVENUES	4,145,304	3,358,569	3,492,314	133,745	267,740	792,776	525,036

Statement of Revenues, Expenditures and Changes in Fund Balances
For the Period Ending February 28, 2018

ACCOUNT DESCRIPTION	ANNUAL ADOPTED BUDGET	YEAR TO DATE BUDGET	YEAR TO DATE ACTUAL	VARIANCE (\$) FAV(UNFAV)	FEB-18 BUDGET	FEB-18 ACTUAL	VARIANCE (\$) FAV(UNFAV)
<u>EXPENDITURES</u>							
<u>Administration</u>							
P/R-Board of Supervisors	6,500	2,709	2,159	550	542	592	(50)
ProfServ-Arbitrage Rebate	1,200	1,200	-	1,200	-	-	-
ProfServ-Dissemination Agent	3,000	3,000	-	3,000	-	-	-
ProfServ-Engineering	20,000	8,334	17,493	(9,159)	1,667	9,470	(7,803)
ProfServ-Legal Services	75,000	31,250	20,949	10,301	6,250	4,773	1,477
ProfServ-Mgmt Consulting Serv	58,000	24,166	24,167	(1)	4,833	4,833	-
ProfServ-Special Assessment	12,000	12,000	12,000	-	-	-	-
ProfServ-Trustee Fees	11,400	-	-	-	-	-	-
Auditing Services	3,725	-	-	-	-	-	-
Postage and Freight	3,500	1,459	1,520	(61)	292	239	53
Insurance - General Liability	25,465	25,465	21,652	3,813	-	-	-
Printing and Binding	4,000	1,666	1,007	659	333	172	161
Legal Advertising	3,000	1,250	208	1,042	250	-	250
Miscellaneous Services	6,000	2,500	3,306	(806)	500	472	28
Misc-Assessmnt Collection Cost	64,269	55,252	55,615	(363)	4,497	6,426	(1,929)
Shared Exp - Other Local Units	473,434	473,434	473,433	1	-	473,433	(473,433)
Office Supplies	500	209	193	16	42	77	(35)
Annual District Filing Fee	175	175	175	-	-	-	-
Total Administration	771,168	644,069	633,877	10,192	19,206	500,487	(481,281)

Statement of Revenues, Expenditures and Changes in Fund Balances
For the Period Ending February 28, 2018

ACCOUNT DESCRIPTION	ANNUAL ADOPTED BUDGET	YEAR TO DATE BUDGET	YEAR TO DATE ACTUAL	VARIANCE (\$) FAV(UNFAV)	FEB-18 BUDGET	FEB-18 ACTUAL	VARIANCE (\$) FAV(UNFAV)
<u>Other Public Safety</u>							
Payroll-Benefits	6,883	2,868	3,512	(644)	574	654	(80)
Payroll-Engineering	34,875	13,405	12,766	639	2,683	992	1,691
Payroll-Gate Maintenance	3,058	1,175	673	502	235	76	159
Contracts-Security Services	290,249	120,937	117,634	3,303	24,187	28,639	(4,452)
Contracts-Roving Patrol	42,900	17,875	17,875	-	3,575	3,576	(1)
R&M-Gate	20,000	8,450	25,550	(17,100)	1,650	892	758
Misc-Bar Codes	3,100	2,067	1,023	1,044	-	-	-
Cap Outlay-Machinery and Equip	-	-	7,693	(7,693)	-	-	-
Total Other Public Safety	401,065	166,777	186,726	(19,949)	32,904	34,829	(1,925)
<u>Field</u>							
Payroll-Benefits	5,056	2,105	2,831	(726)	421	479	(58)
Payroll-Engineering	26,354	10,135	10,203	(68)	2,027	794	1,233
Utility - Water & Sewer	2,000	835	-	835	167	-	167
Lease - Land	2,000	2,000	-	2,000	-	-	-
R&M-Bike Paths & Asphalt	2,500	750	-	750	-	-	-
R&M-Boardwalks	57,720	52,420	1,134	51,286	700	272	428
R&M-Buildings	10,000	4,165	4,229	(64)	833	502	331
R&M-Electrical	12,500	9,000	5,967	3,033	500	18	482
R&M-Fountain	4,000	2,000	3,944	(1,944)	-	-	-
R&M-Mulch	3,489	-	-	-	-	-	-
R&M-Roads & Alleyways	36,886	11,886	13,994	(2,108)	1,500	1,529	(29)
R&M-Sidewalks	20,000	8,000	6,652	1,348	-	3,426	(3,426)
R&M-Signage	8,000	3,500	1,142	2,358	-	-	-
Total Field	190,505	106,796	50,096	56,700	6,148	7,020	(872)

Statement of Revenues, Expenditures and Changes in Fund Balances
For the Period Ending February 28, 2018

ACCOUNT DESCRIPTION	ANNUAL ADOPTED BUDGET	YEAR TO DATE BUDGET	YEAR TO DATE ACTUAL	VARIANCE (\$) FAV(UNFAV)	FEB-18 BUDGET	FEB-18 ACTUAL	VARIANCE (\$) FAV(UNFAV)
<u>Landscape Services</u>							
Payroll-Salaries	185,079	71,185	71,485	(300)	14,237	7,845	6,392
Payroll-Other	12,000	5,000	6,160	(1,160)	1,000	113	887
Payroll-Administrative	9,048	3,480	1,760	1,720	696	503	193
Payroll-Benefits	83,790	34,912	36,551	(1,639)	6,982	6,586	396
Payroll-General Staff	75,726	29,125	31,786	(2,661)	5,825	2,761	3,064
Payroll-Irrigation Staff	60,840	23,400	22,921	479	4,680	2,477	2,203
Payroll-IPM Staff	112,320	43,200	25,976	17,224	8,640	4,458	4,182
Payroll-Equipment Mechanic	26,000	10,000	6,164	3,836	2,000	(873)	2,873
Payroll Taxes	40,955	15,750	11,558	4,192	3,150	1,019	2,131
Communication - Telephone	5,000	2,088	-	2,088	416	(1,667)	2,083
Utility - Cable TV Billing	960	-	320	(320)	-	-	-
Electricity - General	6,000	2,500	2,296	204	500	1,194	(694)
Utility - Refuse Removal	13,500	5,625	3,311	2,314	1,125	37	1,088
Utility - Water & Sewer	3,360	1,400	72	1,328	280	(1,048)	1,328
Rentals - General	1,500	625	943	(318)	125	394	(269)
R&M-Buildings	3,900	1,300	76	1,224	650	76	574
R&M-Equipment	30,000	12,500	5,921	6,579	2,500	2,817	(317)
R&M-Grounds	53,729	8,113	16,472	(8,359)	3,070	5,628	(2,558)
R&M-Irrigation	21,000	8,750	9,820	(1,070)	1,750	1,123	627
R&M-Mulch	79,360	38,118	39,226	(1,108)	1,560	352	1,208
R&M-Pump Station	20,000	20,000	-	20,000	-	-	-
R&M-Trees and Trimming	11,200	-	2,900	(2,900)	-	2,900	(2,900)

Statement of Revenues, Expenditures and Changes in Fund Balances
For the Period Ending February 28, 2018

ACCOUNT DESCRIPTION	ANNUAL ADOPTED BUDGET	YEAR TO DATE BUDGET	YEAR TO DATE ACTUAL	VARIANCE (\$) FAV(UNFAV)	FEB-18 BUDGET	FEB-18 ACTUAL	VARIANCE (\$) FAV(UNFAV)
Misc-Employee Meals	10,090	5,896	482	5,414	599	-	599
Office Equipment	2,400	2,400	9,158	(6,758)	-	2,568	(2,568)
Op Supplies - General	16,000	6,669	25,847	(19,178)	1,333	16,021	(14,688)
Op Supplies - Uniforms	7,408	2,995	1,643	1,352	486	-	486
Op Supplies - Fuel, Oil	12,500	5,205	5,633	(428)	1,041	755	286
Impr - Landscape	70,000	54,000	31,439	22,561	10,000	11,392	(1,392)
Cap Outlay-Machinery and Equip	63,300	38,100	44,914	(6,814)	3,600	5,794	(2,194)
Total Landscape Services	1,036,965	452,336	414,834	37,502	76,245	73,225	3,020
<u>Utilities</u>							
Electricity - Streetlighting	67,000	27,915	34,520	(6,605)	5,583	6,749	(1,166)
Utility - Water & Sewer	3,600	1,500	1,334	166	300	256	44
R&M-Lake	53,080	22,116	23,660	(1,544)	4,423	4,290	133
Total Utilities	123,680	51,531	59,514	(7,983)	10,306	11,295	(989)
<u>Operation & Maintenance</u>							
Payroll-Shared Personnel	356,097	148,374	148,374	-	29,675	64,835	(35,160)
ProfServ-Field Management	232,060	94,585	94,585	-	18,917	28,375	(9,458)
Travel and Per Diem	400	165	143	22	33	143	(110)
Communication - Telephone	2,100	875	300	575	175	69	106
Postage and Freight	900	375	31	344	75	-	75
R&M-Vehicles	6,000	2,500	1,816	684	500	130	370
Printing and Binding	4,500	1,875	1,205	670	375	220	155
Misc-Connection Computer	3,700	1,625	1,009	616	225	413	(188)

Statement of Revenues, Expenditures and Changes in Fund Balances
For the Period Ending February 28, 2018

ACCOUNT DESCRIPTION	ANNUAL ADOPTED BUDGET	YEAR TO DATE BUDGET	YEAR TO DATE ACTUAL	VARIANCE (\$) FAV(UNFAV)	FEB-18 BUDGET	FEB-18 ACTUAL	VARIANCE (\$) FAV(UNFAV)
Office Supplies	1,500	625	678	(53)	125	60	65
Op Supplies - General	7,200	3,000	3,989	(989)	600	1,502	(902)
OP-Supplies – Buildings	300	125	-	125	25	-	25
Total Operation & Maintenance	614,757	254,124	252,130	1,994	50,725	95,693	(44,968)
<u>Parks and Recreation - General</u>							
ProfServ-Mgmt Consulting Serv	21,000	8,750	8,750	-	1,750	1,750	-
Insurance -Property & Casualty	83,143	83,143	47,599	35,544	-	-	-
Total Parks and Recreation - General	104,143	91,893	40,482	51,411	1,750	(14,117)	15,867
<u>Clubhouse</u>							
Contracts-Misc Labor	4,000	1,669	956	713	333	154	179
Contracts-Outside Fitness	5,000	2,088	2,800	(712)	416	875	(459)
R&M-Buildings	9,000	3,750	144	3,606	750	-	750
R&M-Equipment	5,000	2,088	-	2,088	416	-	416
Misc-Special Events	4,000	4,000	290	3,710	-	-	-
Cap Outlay-Machinery and Equip	3,500	1,463	-	1,463	291	-	291
Total Clubhouse	30,500	15,058	4,190	10,868	2,206	1,029	1,177

Statement of Revenues, Expenditures and Changes in Fund Balances
For the Period Ending February 28, 2018

ACCOUNT DESCRIPTION	ANNUAL ADOPTED BUDGET	YEAR TO DATE BUDGET	YEAR TO DATE ACTUAL	VARIANCE (\$) FAV(UNFAV)	FEB-18 BUDGET	FEB-18 ACTUAL	VARIANCE (\$) FAV(UNFAV)
<u>Swimming Pool</u>							
Payroll-Salaries	52,149	20,057	19,825	232	4,011	3,186	825
Payroll-Hourly	41,000	15,770	10,415	5,355	3,154	504	2,650
Payroll-Lifeguards	35,200	-	-	-	-	-	-
Payroll-Benefits	26,854	11,190	13,410	(2,220)	2,238	(11,279)	13,517
Payroll-Engineering	31,410	12,080	10,190	1,890	2,416	1,465	951
Payroll-Janitor	8,200	3,155	3,306	(151)	631	621	10
Payroll Taxes	10,718	4,122	2,624	1,498	824	586	238
ProfServ-Info Technology	1,800	750	210	540	150	70	80
ProfServ-Swim Pool Commiss	2,500	2,500	428	2,072	-	-	-
Contracts-Landscape	3,500	1,454	-	1,454	291	-	291
Travel and Per Diem	700	290	23	267	58	-	58
Communication - Telephone	8,000	3,330	4,679	(1,349)	666	977	(311)
Utility - General	55,000	22,915	23,505	(590)	4,583	7,440	(2,857)
Utility - Refuse Removal	1,500	625	678	(53)	125	-	125
R&M-Buildings	15,000	6,250	10,717	(4,467)	1,250	2,026	(776)
R&M-Pools	89,800	37,419	38,359	(940)	7,483	2,519	4,964
R&M-Vehicles	500	205	-	205	41	-	41
Advertising	2,640	1,100	550	550	220	110	110
Miscellaneous Services	1,500	625	44	581	125	-	125
Misc-Employee Meals	4,000	1,400	280	1,120	100	-	100
Misc-Special Events	-	-	4,551	(4,551)	-	-	-
Misc-Training	2,000	835	-	835	167	-	167
Misc-Licenses & Permits	1,600	665	37	628	133	-	133
Office Supplies	1,600	665	380	285	133	146	(13)
Cleaning Supplies	2,500	1,040	198	842	208	51	157

Statement of Revenues, Expenditures and Changes in Fund Balances
For the Period Ending February 28, 2018

ACCOUNT DESCRIPTION	ANNUAL ADOPTED BUDGET	YEAR TO DATE BUDGET	YEAR TO DATE ACTUAL	VARIANCE (\$) FAV(UNFAV)	FEB-18 BUDGET	FEB-18 ACTUAL	VARIANCE (\$) FAV(UNFAV)
Office Equipment	2,000	835	397	438	167	-	167
Op Supplies - Spa & Paper	2,000	830	717	113	166	311	(145)
Op Supplies - Uniforms	2,500	1,040	-	1,040	208	-	208
Op Supplies - Summer Camp	16,000	-	1,185	(1,185)	-	1,160	(1,160)
Subscriptions and Memberships	800	-	-	-	-	-	-
Cap Outlay-Machinery and Equip	5,000	2,080	155	1,925	416	-	416
Cap Outlay - Pool Furniture	8,000	3,330	8,953	(5,623)	666	1,948	(1,282)
Total Swimming Pool	435,971	156,557	155,816	741	30,630	11,841	18,789
<u>Tennis Court</u>							
Payroll-Salaries	122,570	47,140	46,903	237	9,428	8,323	1,105
Payroll-Hourly	36,000	13,845	14,470	(625)	2,769	3,246	(477)
Payroll-Benefits	23,557	9,815	14,517	(4,702)	1,963	2,968	(1,005)
Payroll-Engineering	34,853	13,405	7,061	6,344	2,681	517	2,164
Payroll-Commission	103,000	44,500	54,563	(10,063)	10,000	8,418	1,582
Payroll Taxes	19,920	7,660	8,008	(348)	1,532	1,020	512
ProfServ-Administrative	1,000	425	-	425	85	-	85
ProfServ-Info Technology	6,000	2,500	3,991	(1,491)	500	340	160
Contracts-Janitorial Services	6,000	2,500	2,500	-	500	500	-
Communication - Telephone	5,500	2,298	2,696	(398)	460	808	(348)
Utility - Cable TV Billing	1,400	584	329	255	118	(320)	438
Electricity - General	13,000	5,420	6,154	(734)	1,084	1,267	(183)
Utility - Refuse Removal	1,100	460	846	(386)	92	168	(76)
Utility - Water & Sewer	1,500	625	445	180	125	118	7
Rental/Lease - Vehicle/Equip	1,700	710	660	50	142	132	10
R&M-General	6,000	2,500	2,364	136	500	82	418
R&M-Court Maintenance	12,000	5,000	8,360	(3,360)	1,000	690	310

Statement of Revenues, Expenditures and Changes in Fund Balances
For the Period Ending February 28, 2018

ACCOUNT DESCRIPTION	ANNUAL ADOPTED BUDGET	YEAR TO DATE BUDGET	YEAR TO DATE ACTUAL	VARIANCE (\$) FAV(UNFAV)	FEB-18 BUDGET	FEB-18 ACTUAL	VARIANCE (\$) FAV(UNFAV)
R&M-Vandalism	500	300	-	300	100	-	100
Printing and Binding	1,500	625	-	625	125	-	125
Advertising	1,500	625	550	75	125	110	15
Misc-Employee Meals	1,900	700	218	482	-	-	-
Misc-Special Events	1,000	600	537	63	-	-	-
Misc-Training	500	200	192	8	40	-	40
Misc-Licenses & Permits	250	250	-	250	-	-	-
Office Supplies	3,000	1,250	1,151	99	250	172	78
Office Equipment	3,000	1,250	38	1,212	250	-	250
Teaching Supplies	3,000	1,400	1,603	(203)	600	442	158
Op Supplies - Uniforms	500	200	177	23	-	-	-
COS - Start Up Inventory	14,000	8,000	3,876	4,124	2,000	1,410	590
Subscriptions and Memberships	800	800	590	210	-	295	(295)
Cap Outlay-Machinery and Equip	10,000	7,000	-	7,000	-	-	-
Reserve - Tennis Court	-	-	6,700	(6,700)	-	-	-
Total Tennis Court	436,550	182,587	189,499	(6,912)	36,469	30,706	5,763
TOTAL EXPENDITURES	4,145,304	2,121,728	1,987,422	134,306	266,589	752,008	(485,419)
Excess (deficiency) of revenues Over (under) expenditures	-	1,236,841	1,504,892	268,051	1,151	40,768	39,617
Net change in fund balance	\$ -	\$ 1,236,841	\$ 1,504,892	\$ 268,051	\$ 1,151	\$ 40,768	\$ 39,617
FUND BALANCE, BEGINNING (OCT 1, 2017)	1,837,090	1,837,090	1,837,090				
FUND BALANCE, ENDING	\$ 1,837,090	\$ 3,073,931	\$ 3,341,982				

Statement of Revenues, Expenditures and Changes in Fund Balances
For the Period Ending February 28, 2018

ACCOUNT DESCRIPTION	ANNUAL ADOPTED BUDGET	YEAR TO DATE BUDGET	YEAR TO DATE ACTUAL	VARIANCE (\$) FAV(UNFAV)	FEB-18 BUDGET	FEB-18 ACTUAL	VARIANCE (\$) FAV(UNFAV)
REVENUES							
Interest - Investments	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Special Assmnts- Tax Collector	50,952	43,819	45,126	1,307	3,567	5,185	1,618
Special Assmnts- CDD Collected	1,667	834	834	-	-	-	-
Special Assmnts- Discounts	(2,039)	(1,754)	(1,742)	12	(143)	(142)	1
TOTAL REVENUES	50,580	42,899	44,218	1,319	3,424	5,043	1,619
EXPENDITURES							
Administration							
Misc-Assessmnt Collection Cost	1,019	876	868	8	71	101	(30)
Total Administration	1,019	876	868	8	71	101	(30)
TOTAL EXPENDITURES	1,019	876	868	8	71	101	(30)
Excess (deficiency) of revenues Over (under) expenditures	49,561	42,023	43,350	1,327	3,353	4,942	1,589
OTHER FINANCING SOURCES (USES)							
Contribution to (Use of) Fund Balance	49,561	-	-	-	-	-	-
TOTAL FINANCING SOURCES (USES)	49,561	-	-	-	-	-	-
Net change in fund balance	\$ 49,561	\$ 42,023	\$ 43,350	\$ 1,327	\$ 3,353	\$ 4,942	\$ 1,589
FUND BALANCE, BEGINNING (OCT 1, 2017)	-	-	-				
FUND BALANCE, ENDING	\$ 49,561	\$ 42,023	\$ 43,350				

Statement of Revenues, Expenditures and Changes in Fund Balances
For the Period Ending February 28, 2018

ACCOUNT DESCRIPTION	ANNUAL ADOPTED BUDGET	YEAR TO DATE BUDGET	YEAR TO DATE ACTUAL	VARIANCE (\$) FAV(UNFAV)	FEB-18 BUDGET	FEB-18 ACTUAL	VARIANCE (\$) FAV(UNFAV)
<u>REVENUES</u>							
Interest - Investments	\$ 250	\$ 105	\$ 589	\$ 484	\$ 21	\$ 44	\$ 23
Special Assmnts- Tax Collector	1,172,946	1,008,734	1,038,931	30,197	82,106	119,375	37,269
Special Assmnts- Prepayment	-	-	6,343	6,343	-	6,343	6,343
Special Assmnts- CDD Collected	38,056	19,028	19,028	-	-	-	-
Special Assmnts- Discounts	(46,918)	(40,349)	(40,116)	233	(3,284)	(3,266)	18
TOTAL REVENUES	1,164,334	987,518	1,024,775	37,257	78,843	122,496	43,653
<u>EXPENDITURES</u>							
<u>Administration</u>							
ProfServ-Trustee Fees	-	-	7,500	(7,500)	-	-	-
Bond Counsel	-	-	18,500	(18,500)	-	-	-
Misc-Assessmnt Collection Cost	23,459	20,174	19,976	198	1,642	2,322	(680)
Total Administration	23,459	20,174	45,976	(25,802)	1,642	2,322	(680)
<u>Debt Service</u>							
Principal Debt Retirement	550,000	-	-	-	-	-	-
Principal Prepayments	-	-	40,000	(40,000)	-	-	-
Interest Expense	600,750	300,375	300,375	-	-	-	-
Total Debt Service	1,150,750	300,375	340,375	(40,000)	-	-	-
TOTAL EXPENDITURES	1,174,209	320,549	386,351	(65,802)	1,642	2,322	(680)
Excess (deficiency) of revenues							
Over (under) expenditures	(9,875)	666,969	638,424	(28,545)	77,201	120,174	42,973

Statement of Revenues, Expenditures and Changes in Fund Balances
For the Period Ending February 28, 2018

ACCOUNT DESCRIPTION	ANNUAL ADOPTED BUDGET	YEAR TO DATE BUDGET	YEAR TO DATE ACTUAL	VARIANCE (\$) FAV(UNFAV)	FEB-18 BUDGET	FEB-18 ACTUAL	VARIANCE (\$) FAV(UNFAV)
<u>OTHER FINANCING SOURCES (USES)</u>							
Contribution to (Use of) Fund Balance	(9,875)	-	-	-	-	-	-
TOTAL FINANCING SOURCES (USES)	(9,875)	-	-	-	-	-	-
Net change in fund balance	\$ (9,875)	\$ 666,969	\$ 638,424	\$ (28,545)	\$ 77,201	\$ 120,174	\$ 42,973
FUND BALANCE, BEGINNING (OCT 1, 2017)	428,628	428,628	428,628				
FUND BALANCE, ENDING	\$ 418,753	\$ 1,095,597	\$ 1,067,052				

Statement of Revenues, Expenditures and Changes in Fund Balances
For the Period Ending February 28, 2018

ACCOUNT DESCRIPTION	ANNUAL ADOPTED BUDGET	YEAR TO DATE BUDGET	YEAR TO DATE ACTUAL	VARIANCE (\$) FAV(UNFAV)	FEB-18 BUDGET	FEB-18 ACTUAL	VARIANCE (\$) FAV(UNFAV)
<u>REVENUES</u>							
Interest - Investments	\$ 200	\$ 85	\$ 575	\$ 490	\$ 17	\$ 123	\$ 106
Special Assmnts- Tax Collector	1,033,891	889,146	926,625	37,479	72,372	106,471	34,099
Special Assmnts- Discounts	(41,356)	(35,566)	(35,780)	(214)	(2,895)	(2,913)	(18)
TOTAL REVENUES	992,735	853,665	891,420	37,755	69,494	103,681	34,187
<u>EXPENDITURES</u>							
<u>Administration</u>							
Misc-Assessmnt Collection Cost	20,678	17,782	17,817	(35)	1,447	2,071	(624)
Total Administration	20,678	17,782	17,817	(35)	1,447	2,071	(624)
<u>Debt Service</u>							
Debt Retirement Series A	490,000	-	-	-	-	-	-
Prepayments Series A	-	-	25,000	(25,000)	-	-	-
Interest Expense Series A	490,450	245,225	245,225	-	-	-	-
Total Debt Service	980,450	245,225	270,225	(25,000)	-	-	-
TOTAL EXPENDITURES	1,001,128	263,007	288,042	(25,035)	1,447	2,071	(624)
Excess (deficiency) of revenues Over (under) expenditures	(8,393)	590,658	603,378	12,720	68,047	101,610	33,563
<u>OTHER FINANCING SOURCES (USES)</u>							
Operating Transfers-Out	-	-	(81)	(81)	-	-	-
Contribution to (Use of) Fund Balance	(8,393)	-	-	-	-	-	-

Statement of Revenues, Expenditures and Changes in Fund Balances
For the Period Ending February 28, 2018

ACCOUNT DESCRIPTION	ANNUAL ADOPTED BUDGET	YEAR TO DATE BUDGET	YEAR TO DATE ACTUAL	VARIANCE (\$) FAV(UNFAV)	FEB-18 BUDGET	FEB-18 ACTUAL	VARIANCE (\$) FAV(UNFAV)
TOTAL FINANCING SOURCES (USES)	(8,393)	-	(81)	(81)	-	-	-
Net change in fund balance	\$ (8,393)	\$ 590,658	\$ 603,297	\$ 12,639	\$ 68,047	\$ 101,610	\$ 33,563
FUND BALANCE, BEGINNING (OCT 1, 2017)	833,587	833,587	833,587				
FUND BALANCE, ENDING	\$ 825,194	\$ 1,424,245	\$ 1,436,884				

Statement of Revenues, Expenditures and Changes in Fund Balances
For the Period Ending February 28, 2018

ACCOUNT DESCRIPTION	ANNUAL ADOPTED BUDGET	YEAR TO DATE BUDGET	YEAR TO DATE ACTUAL	VARIANCE (\$) FAV(UNFAV)	FEB-18 BUDGET	FEB-18 ACTUAL	VARIANCE (\$) FAV(UNFAV)
<u>REVENUES</u>							
Interest - Investments	\$ 100	\$ 44	\$ 181	\$ 137	\$ 8	\$ 35	\$ 27
Special Assmnts- Tax Collector	66,660	57,328	59,744	2,416	4,666	6,865	2,199
Special Assmnts- Discounts	(2,666)	(2,292)	(2,307)	(15)	(187)	(188)	(1)
TOTAL REVENUES	64,094	55,080	57,618	2,538	4,487	6,712	2,225
<u>EXPENDITURES</u>							
<u>Administration</u>							
Misc-Assessmnt Collection Cost	1,333	1,146	1,149	(3)	93	134	(41)
Total Administration	1,333	1,146	1,149	(3)	93	134	(41)
<u>Debt Service</u>							
Principal Debt Retirement	10,000	-	-	-	-	-	-
Interest Expense	49,928	24,964	24,964	-	-	-	-
Total Debt Service	59,928	24,964	24,964	-	-	-	-
TOTAL EXPENDITURES	61,261	26,110	26,113	(3)	93	134	(41)

Statement of Revenues, Expenditures and Changes in Fund Balances
For the Period Ending February 28, 2018

ACCOUNT DESCRIPTION	ANNUAL ADOPTED BUDGET	YEAR TO DATE BUDGET	YEAR TO DATE ACTUAL	VARIANCE (\$) FAV(UNFAV)	FEB-18 BUDGET	FEB-18 ACTUAL	VARIANCE (\$) FAV(UNFAV)
<u>REVENUES</u>							
Interest - Investments	\$ -	\$ -	\$ 796	\$ 796	\$ -	\$ -	\$ -
TOTAL REVENUES	-	-	796	796	-	-	-
<u>EXPENDITURES</u>							
<u>Construction In Progress</u>							
Construction in Progress	-	-	797,319	(797,319)	-	146,112	(146,112)
Total Construction In Progress	-	-	797,319	(797,319)	-	146,112	(146,112)
TOTAL EXPENDITURES	-	-	797,319	(797,319)	-	146,112	(146,112)
Excess (deficiency) of revenues Over (under) expenditures	-	-	(796,523)	(796,523)	-	(146,112)	(146,112)
<u>OTHER FINANCING SOURCES (USES)</u>							
Interfund Transfer - In	-	-	81	81	-	-	-
TOTAL FINANCING SOURCES (USES)	-	-	81	81	-	-	-
Net change in fund balance	\$ -	\$ -	\$ (796,442)	\$ (796,442)	\$ -	\$ (146,112)	\$ (146,112)
FUND BALANCE, BEGINNING (OCT 1, 2017)	-	-	1,235,042				
FUND BALANCE, ENDING	\$ -	\$ -	\$ 438,600				

Statement of Revenues, Expenditures and Changes in Fund Balances
For the Period Ending February 28, 2018

ACCOUNT DESCRIPTION	ANNUAL ADOPTED BUDGET	YEAR TO DATE BUDGET	YEAR TO DATE ACTUAL	VARIANCE (\$) FAV(UNFAV)	FEB-18 BUDGET	FEB-18 ACTUAL	VARIANCE (\$) FAV(UNFAV)
Excess (deficiency) of revenues Over (under) expenditures	2,833	28,970	31,505	2,535	4,394	6,578	2,184
<u>OTHER FINANCING SOURCES (USES)</u>							
Contribution to (Use of) Fund Balance	2,833	-	-	-	-	-	-
TOTAL FINANCING SOURCES (USES)	2,833	-	-	-	-	-	-
Net change in fund balance	\$ 2,833	\$ 28,970	\$ 31,505	\$ 2,535	\$ 4,394	\$ 6,578	\$ 2,184
FUND BALANCE, BEGINNING (OCT 1, 2017)	60,223	60,223	60,223				
FUND BALANCE, ENDING	\$ 63,056	\$ 89,193	\$ 91,728				

MARSHALL CREEK
Community Development District

Supporting Schedules

February 28, 2018

**Non-Ad Valorem Special Assessments - St Johns County Tax Collector
(Monthly Assessment Collection Distributions)
For the Fiscal Year Ending September 30, 2018**

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 2018				\$ 5,517,680	\$ 3,207,583	\$ 50,349	\$ 2,259,747
Allocation%				100%	58%	1%	41%
11/06/17	\$ 42,554	\$ 2,414	\$ 868	\$ 45,836	\$ 26,646	\$ 418	\$ 18,772
11/15/17	\$ 541,939	\$ 23,033	\$ 11,060	\$ 576,032	\$ 334,863	\$ 5,256	\$ 235,912
11/28/17	\$ 672,246	\$ 28,582	\$ 13,719	\$ 714,547	\$ 415,386	\$ 6,520	\$ 292,640
12/12/17	\$ 574,357	\$ 24,384	\$ 11,722	\$ 610,463	\$ 354,879	\$ 5,571	\$ 250,013
12/28/17	\$ 876,210	\$ 37,029	\$ 17,882	\$ 931,122	\$ 541,287	\$ 8,497	\$ 381,338
01/24/18	\$ 1,410,267	\$ 59,961	\$ 28,781	\$ 1,499,008	\$ 871,416	\$ 13,679	\$ 613,914
02/27/18	\$ 541,615	\$ 15,548	\$ 11,053	\$ 568,216	\$ 330,320	\$ 5,185	\$ 232,711
TOTAL	\$ 4,659,188	\$ 190,950	\$ 95,085	\$ 4,945,224	\$ 2,874,798	\$ 45,126	\$ 2,025,300
TOTAL OUTSTANDING				\$ 572,457	\$ 332,785	\$ 5,224	\$ 234,448
% COLLECTED TO DATE				89.63%	89.63%	89.63%	89.63%

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

**Non-Ad Valorem Special Assessments - District Collected
(Monthly Assessment Collection Distributions)
For the Fiscal Year Ending September 30, 2018**

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 2018 (1)				\$ 70,954	\$ 16,879	\$ 2,270	\$ 51,805
Allocation%				100%	24%	3%	73%
10/19/17	\$ 20,895				\$ 1,033	\$ 834	\$ 19,028
TOTAL	\$ 20,895	\$ -	\$ -	\$ -	\$ 1,033	\$ 834	\$ 19,028
% COLLECTED TO DATE				0%	6%	37%	37%

(1) Assessment Notes:

St. Augustine Land & Timber LLC
7440 US Highway 1 N LLC

	Total	General Fund	Reserve Capital Project Fund	Series 2002 Debt Service Fund
	52,123	12,399	1,668	38,056
	18,831	4,480	603	13,749
Total	70,954	16,879	2,270	51,805

**Non-Ad Valorem Special Assessments - St Johns County Tax Collector Delinquent
(Monthly Assessment Collection Distributions)
Prior Year Delinquent Assessments**

Date Received	Net Amount Received	Discount / (Penalties) Amount	Collection Cost	Gross Amount	Allocation by Funds	
					General Fund	Series 2002 Debt Service Fund
Assessments Levied FY 2014 (1)				\$ 20,531	\$ 5,263	\$ 15,268
Assessments Levied FY 2015 (2)				\$ 21,473	\$ 6,205	\$ 15,268
Assessments Levied FY 2016 (3)				\$ 40,787	\$ 25,519	\$ 15,268
Assessments Levied FY 2017 (4)				\$ 78,568	\$ 45,018	\$ 17,698
PMT ALLOCATION- (3)					63%	37%
01/22/18	\$ 16,604	\$ (4,283)	\$ 339	\$ 12,659	\$ 12,659	\$ -
TOTAL	\$ 16,604	\$ (4,283)	\$ 339	\$ 12,659	\$ 12,659	\$ -
TOTAL OUTSTANDING				\$ 148,700	\$ 69,347	\$ 63,501

- (1) Outstanding Parcel 072420-0026 for which the tax certificate was struck with the County.
- (2) Outstanding Parcel 072420-0026 for which the tax certificate was struck with the County.
- (3) Outstanding Parcel 072420-0026 for which the tax certificate was struck with the County and various residents - (NOTE: payment allocation to GF only -pending back up from tax collector)
- (4) Outstanding Parcel 072420-0026 for which the tax certificate was struck with the County and various residents

Cash and Investment Report

February 28, 2018

<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%	\$1,885,872 (1)
Money Market	BankUnited	Money Market Account	n/a	1.00%	\$2,425,278
Subtotal					\$4,311,150
DEBT SERVICE FUNDS					
Series 2002 Prepayment Fund	US Bank	Government Obligation Fund	n/a	0.05%	\$9,025
Series 2002 Reserve Fund	US Bank	US Bank Open-Ended Commercial Paper	n/a	0.05%	\$49,631
Series 2002 Revenue Fund	US Bank	US Bank Open-Ended Commercial Paper	n/a	0.05%	\$598,330
Series 2015A Prepayment Fund	US Bank	US Bank Open-Ended Commercial Paper	n/a	0.05%	\$69
Series 2015A Reserve Fund	US Bank	US Bank Open-Ended Commercial Paper	n/a	0.05%	\$486,541
Series 2015A Revenue Fund	US Bank	US Bank Open-Ended Commercial Paper	n/a	0.05%	\$584,106
Series 2016 Reserve Fund	US Bank	US Bank Open-Ended Commercial Paper	n/a	0.05%	\$31,330
Series 2016 Revenue Fund	US Bank	US Bank Open-Ended Commercial Paper	n/a	0.05%	\$36,818
CONSTRUCTION FUND					
Series 2015A Construction Fund	US Bank	US Bank Open-Ended Commercial Paper	n/a	0.05%	\$489,758
Total					\$6,596,758

(1) Will transfer funds to Money Market in March

Payroll Invoice Approval Listing

February 28, 2018

Week	Date	Amount
Week # 06	02/02/18	\$43,356.51
Week # 07	02/08/18	\$1,016.24
Week # 08	02/16/18	\$45,425.74
Total		\$89,798.49

Statistical Summary

Company:49Z - Marshal Creek Con Service Center:0030 SEMA

Status:Under Review

Week#:5

Pay Date:02/02/2018

P/E Date:01/28/2018

Qtr/Year:1/2018

Run Time/Date:17:27:08 PM EST 01/29/2018

Taxes Debited	Federal Income Tax	2,837.75		
	Earned Income Credit Advance:	0.00		
	Social Security - EE	2,498.89		
	Social Security - ER	2,572.58		
	Social Security Adj - EE	0.00		
	Medicare - EE	584.40		
	Medicare - ER	601.65		
	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		
	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	9,095.27			
Other Transfers	ADP Check Acct. No.0000241662195Tran/ABA263191387	9,000.52		
	Full Service Direct Deposit Acct. No.0000241662195Tran/ABA263191387	25,260.72		
	Total Amount Debited From Your Account		43,356.51	Total Liability
Bank Debits & Other Liability	Adjustments/Prepay/Voids	0.00		43,356.51
Taxes- Your Responsibility	None this payroll			43,356.51

Helen Ciesla 1/29/18

Statistical Summary

Company:49Z - Marshal Creek Con Service Center:0030 SEMA
 Week#:6
 Qtr/Year:1/2018

Pay Date:02/08/2018
 Run Time/Date:08:59:02 AM EST 02/05/2018

Status:Under Review
 P/E Date:01/28/2018

Taxes Debited	Federal Income Tax	63.68		
	Earned Income Credit Advance:	0.00		
	Social Security - EE	58.53		
	Social Security - ER	58.53		
	Social Security Adj - EE	0.00		
	Medicare - EE	13.69		
	Medicare - ER	13.69		
	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		
	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	208.12		
	Other Transfers	ADP Check Acct. No.0000241662195Tran/ABA263191387	193.93	
Full Service Direct Deposit Acct. No.0000241662195Tran/ABA263191387		614.19		
	Total Amount Debited From Your Account		1,016.24	
Bank Debits & Other Liability	Adjustments/Prepay/Voids	0.00		
Taxes- Your Responsibility	None this payroll			1,016.24
			Total Liability	1,016.24

Jelen Ciesla 2/8/18

Statistical Summary

Company:49Z - Marshal Creek Con Service Center:0030 SEMA

Status:Under Review

Week#:7

Pay Date:02/16/2018

P/E Date:02/11/2018

Qtr/Year:1/2018

Run Time/Date:13:43:48 PM EST 02/12/2018

Taxes Debited	Federal Income Tax	3,043.80		
	Earned Income Credit Advance:	0.00		
	Social Security - EE	2,622.97		
	Social Security - ER	2,622.97		
	Social Security Adj - EE	0.00		
	Medicare - EE	613.47		
	Medicare - ER	613.44		
	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		
	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	9,516.65		
Other Transfers	ADP Check Acct. No.0000241662195Tran/ABA263191387	9,050.46		
	Full Service Direct Deposit Acct. No.0000241662195Tran/ABA263191387	26,858.63		
	Total Amount Debited From Your Account		45,425.74	45,425.74
Bank Debits & Other Liability	Adjustments/Prepay/Voids	0.00		45,425.74
Taxes- Your Responsibility	None this payroll			45,425.74

John Ciesla
2/12/18

Construction Report
Series 2015A Bonds

Recap of Capital Project Fund Activity Through February 28, 2018

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	\$ 4,610
Cost of Issuance Account	4
Private Source: Contribution from	
Reserve Account (transferred)	1,368
	<u>\$ 5,982</u>
 Total Source of Funds:	 <u>\$ 1,673,769</u>
 Use of Funds:	
Disbursements:	
Cost of Issuance	\$ 157,875
Stormwater System	-
General Infrastructure-Roadway Renewal and Reconstruction	10,484
Swim/Fitness Facility	-
Tennis Center	-
Landscape Maintenance Storage Building	1,117,540
Tolomato Boardwalk Golf Cart Parking	-
Retainage	(50,730)
Total Use of Funds:	<u>\$ 1,235,169</u>
 Net Available Amount to spend in Construction Account at February 28, 2018	 <u>\$ 438,600</u>

MARSHALL CREEK
Community Development District

**Payment Register by Fund
For the Period from 2/1/2018 to 02/28/18
(Sorted by Check / ACH No.)**

Fund No.	Check / ACH No.	Date	Payee	Invoice No.	Payment Description	Invoice / GL Description	G/L Account #	Amount Paid
----------	-----------------	------	-------	-------------	---------------------	--------------------------	---------------	-------------

GENERALFUND - 001

001	9291	02/07/18	ADP, INC.	505579619	PERIOD ENDING 12/17/17	Payroll-Benefits	512010-53902	\$83.81
001	9291	02/07/18	ADP, INC.	505579619	PERIOD ENDING 12/17/17	Payroll-Benefits	512010-57205	\$154.85
001	9291	02/07/18	ADP, INC.	505579619	PERIOD ENDING 12/17/17	Payroll-Benefits	512010-57206	\$50.14
001	9291	02/07/18	ADP, INC.	505579619	PERIOD ENDING 12/17/17	Payroll-Benefits	512010-52901	\$6.50
001	9291	02/07/18	ADP, INC.	505579619	PERIOD ENDING 12/17/17	Payroll-Benefits	512010-53901	\$5.20
001	9292	02/07/18	AETNA	H5900963	COVERAGE PERIOD 2/1-2/28/18	Payroll-Benefits	512010-53902	\$4,980.00
001	9292	02/07/18	AETNA	H5900963	COVERAGE PERIOD 2/1-2/28/18	Payroll-Benefits	512010-57205	\$1,590.40
001	9292	02/07/18	AETNA	H5900963	COVERAGE PERIOD 2/1-2/28/18	Payroll-Benefits	512010-57206	\$1,572.15
001	9292	02/07/18	AETNA	H5900963	COVERAGE PERIOD 2/1-2/28/18	Payroll-Benefits	512010-52901	\$360.25
001	9292	02/07/18	AETNA	H5900963	COVERAGE PERIOD 2/1-2/28/18	Payroll-Benefits	512010-53901	\$288.20
001	9292	02/07/18	AETNA	H5900963	COVERAGE PERIOD 2/1-2/28/18	Payroll-Benefits	512010-53902	(\$455.50)
001	9292	02/07/18	AETNA	H5900963	COVERAGE PERIOD 2/1-2/28/18	Payroll-Benefits	512010-57205	(\$145.60)
001	9292	02/07/18	AETNA	H5900963	COVERAGE PERIOD 2/1-2/28/18	Payroll-Benefits	512010-57206	(\$143.72)
001	9292	02/07/18	AETNA	H5900963	COVERAGE PERIOD 2/1-2/28/18	Payroll-Benefits	512010-52901	(\$32.88)
001	9292	02/07/18	AETNA	H5900963	COVERAGE PERIOD 2/1-2/28/18	Payroll-Benefits	512010-53901	(\$26.30)
001	9293	02/07/18	AMASON'S PORTABLE TOILETS	31412	RENTAL 12/3-12/30/17	R&M-Boardwalks	546009-53901	\$136.00
001	9294	02/07/18	AT&T	011618-6955	904 824-6955 1/16-2/15/18	R&M-Gate	546034-52901	\$310.92
001	9295	02/07/18	BABOLAT VS NORTH AMERICA INC	2572194	RH X 3 PURE	COS - Start Up Inventory	552143-57206	\$80.33
001	9296	02/07/18	BITTNEY BURGESS	012918	KIDS, FITNESS	Payroll-Shared Personnel	512011-53910	\$35.00
001	9297	02/07/18	BOB'S BARRICADES, INC.	G782130	BARACADES FOR 11/21-12/20/17	Misc-Special Events	549052-57202	\$65.00
001	9298	02/07/18	CATHERINE NOELANI TAYLOR	012918	SPIN	Payroll-Shared Personnel	512011-53910	\$35.00
001	9299	02/07/18	DANIEL P CALDARERA	012918	SPIN	Payroll-Shared Personnel	512011-53910	\$105.00
001	9300	02/07/18	DARSCO, INC	879471	SOLENDID KIT	R&M-Fountain	546032-53901	\$435.52
001	9301	02/07/18	DEFORREST E. BOWMAN	CREEK-012918	KIDS FITNESS	Payroll-Shared Personnel	512011-53910	\$35.00
001	9302	02/07/18	DIRECT TV	012018	SERVICE FOR 1/19-2/18/18	Utility - Cable TV Billing	543003-57206	\$163.22
001	9303	02/07/18	DOWNEY'S JANITORIAL SUPPLIES	41-14552	MISC FIRST AID SUPPLIES	Office Supplies	551002-57206	\$124.75
001	9304	02/07/18	ERIN M LANDRY	CREEK-012918	YOGA	Payroll-Shared Personnel	512011-53910	\$70.00
001	9305	02/07/18	FEDEX	6-064-58842	SERVICE FOR 1/12/18	Postage and Freight	541006-51301	\$13.11
001	9306	02/07/18	FPL	12012018A	SERVICE FOR 12/8 THRU 1/9/18	Electricity - Streetlighting	543013-53903	\$697.89
001	9306	02/07/18	FPL	12012018A	SERVICE FOR 12/8 THRU 1/9/18	Utility - General	543001-57205	\$2,244.24
001	9306	02/07/18	FPL	12012018A	SERVICE FOR 12/8 THRU 1/9/18	Electricity - General	543006-57206	\$1,181.11
001	9306	02/07/18	FPL	12012018A	SERVICE FOR 12/8 THRU 1/9/18	R&M-Gate	546034-52901	\$116.49
001	9307	02/07/18	GARY PERNA	GP012418	ROVING PATROL 1/20 AND 1/21/18	Contracts-Roving Patrol	534099-52901	\$280.00
001	9309	02/07/18	GLENDA AVILE'S MALEWICKI	012918	SENIOR YOGA, YOGA PILATES	Contracts-Outside Fitness	534111-57202	\$175.00
001	9310	02/07/18	GRAINGER	9663084557	MISC SUPPLIES	R&M-Buildings	546012-57205	\$111.74
001	9311	02/07/18	HARDWICK FENCE LLC	143217	HURRICANE IRMA REPAIRS	R&M-Roads & Alleyways	546081-53901	\$2,323.28
001	9312	02/07/18	HERNANDEZ, CHRIS	CH012418	SECURITY FOR 1/19/18	Contracts-Roving Patrol	534099-52901	\$140.00
001	9313	02/07/18	HINES PALENCIA PROPERTY	CREEK-012618	PERIOD THRU 1/31/18	ProfServ-Field Management	531016-53910	\$9,458.33

MARSHALL CREEK
Community Development District

**Payment Register by Fund
For the Period from 2/1/2018 to 02/28/18
(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	9314	02/07/18	HOME DEPOT CREDIT SERVICES	2070687	SPRAY BOTTLE, ENERGIZER	R&M-Irrigation	546041-53902	\$38.52
001	9314	02/07/18	HOME DEPOT CREDIT SERVICES	3970953	MISC SUPPLIES	Op Supplies - General	552001-53902	\$956.91
001	9315	02/07/18	HOME DEPOT CREDIT SERVICES	4033199	MISC SUPPLIES	R&M-Pools	546074-57205	\$109.88
001	9315	02/07/18	HOME DEPOT CREDIT SERVICES	4033199	MISC SUPPLIES	Office Equipment	551005-57205	\$149.00
001	9315	02/07/18	HOME DEPOT CREDIT SERVICES	6032870	MISC SUPPLIES FOR POOLS	R&M-Pools	546074-57205	\$97.34
001	9316	02/07/18	HOPPING, GREEN & SAMS	98091	GENERAL COUNSEL 12/17	ProfServ-Legal Services	531023-51401	\$3,445.00
001	9316	02/07/18	HOPPING, GREEN & SAMS	97882	MONTHLY MEETING 11/17	ProfServ-Legal Services	531023-51401	\$1,500.00
001	9316	02/07/18	HOPPING, GREEN & SAMS	97880	GENERAL COUNSEL 11/17	ProfServ-Legal Services	531023-51401	\$5,747.56
001	9317	02/07/18	HOWARD FERTILIZER &	CIN-000121529	PILLAR INTRINSIC	R&M-Grounds	546037-53902	\$2,032.98
001	9317	02/07/18	HOWARD FERTILIZER &	CIN-000121060	SUPPLIES FOR GROUNDS MAINT	R&M-Grounds	546037-53902	\$201.74
001	9318	02/07/18	JERMAINE ANTONIO SOLOMON	012918	PERSONAL TRAINING	Payroll-Shared Personnel	512011-53910	\$81.00
001	9319	02/07/18	JOSIE LYNN CARLETON	012918	PILATES	Payroll-Shared Personnel	512011-53910	\$70.00
001	9320	02/07/18	LAURA CORREA	012918	ZUMBA POUND	Contracts-Outside Fitness	534111-57202	\$70.00
001	9320	02/07/18	LAURA CORREA	012917-1	ZUMBA	Payroll-Shared Personnel	512011-53910	\$70.00
001	9321	02/07/18	MADIELIN LEPRI	012918	YOGA	Payroll-Shared Personnel	512011-53910	\$70.00
001	9322	02/07/18	MEDICAL EXPRESS CORPORATION	201705857	DRUG SCREEN ATTABEIRA PEREZ	Payroll-Benefits	512010-57205	\$27.00
001	9323	02/07/18	MICHAEL KYPRISS	012918	TENNIS LESSONS-w/e 01/28/18	Payroll-Commission	512040-57206	\$426.00
001	9324	02/07/18	MIRANDA G BULGER	012918	HIIT, SPIN	Payroll-Shared Personnel	512011-53910	\$210.00
001	9325	02/07/18	MONICA FOURMAN	CREEK-012918	EXTREME BURN	Payroll-Shared Personnel	512011-53910	\$210.00
001	9326	02/07/18	NEWVENTURE OF JACKSONVILLE, INC	158117	JANITORIAL SERVICE 2/18	Contracts-Janitorial Services	534026-57206	\$500.00
001	9327	02/07/18	OFFICE DEPOT	996475554001	PRINTER	R&M-Gate	546034-52901	\$75.99
001	9327	02/07/18	OFFICE DEPOT	991701863001	OFFICE SUPPLIES	Office Equipment	551005-53902	\$229.10
001	9327	02/07/18	OFFICE DEPOT	998573914001	OFFICE SUPPLIES	Office Equipment	551005-57206	\$38.05
001	9328	02/07/18	POOLSURE	131295576611	WATER MANAGEMENT 2/18	R&M-Pools	546074-57205	\$973.35
001	9329	02/07/18	PUBLIC RISK INSURANCE AGENCY	53993	INSTALLMENT	Insurance - General Liability	545002-51301	\$19,471.75
001	9330	02/07/18	PUBLIX SUPER MARKETS, INC.	0784438407	EMPLOYER MEAL	Misc-Employee Meals	549015-53902	\$27.14
001	9331	02/07/18	RAMCO PROTECTIVE SECURITY SOLUTIONS	18920	DRILLED NEW HOLES IN GATE	R&M-Gate	546034-52901	\$125.00
001	9332	02/07/18	RANDSTAD	R22447158	TEMP HELP FOR 1/21/18	Payroll-Administrative	512009-53902	\$125.68
001	9333	02/07/18	RENEE R YOOS	012918	SENIOR YOGA	Contracts-Outside Fitness	534111-57202	\$35.00
001	9333	02/07/18	RENEE R YOOS	CREEK-012918	FIT, BURNS & BALLS, SCULPT	Payroll-Shared Personnel	512011-53910	\$245.00
001	9334	02/07/18	REPUBLIC SERVICES OF FL, L.P	0687-000873192	SERVICE FOR 2/1 THRU 2/28/18	Utility - Refuse Removal	543020-53902	\$37.27
001	9334	02/07/18	REPUBLIC SERVICES OF FL, L.P	0687-000873192	SERVICE FOR 2/1 THRU 2/28/18	Utility - Refuse Removal	543020-57205	\$167.78
001	9334	02/07/18	REPUBLIC SERVICES OF FL, L.P	0687-000873192	SERVICE FOR 2/1 THRU 2/28/18	Utility - Refuse Removal	543020-57206	\$167.78
001	9335	02/07/18	RONALD C. CULLUM	012918	TAI CHI	Payroll-Shared Personnel	512011-53910	\$70.00
001	9336	02/07/18	SHERWIN-WILLIAMS CO.	5469-4	PAINT	R&M-Signage	546085-53901	\$145.26
001	9337	02/07/18	ST AUGUSTINE POWER HOUSE	168121	MISC SUPPLIES	R&M-Equipment	546022-53902	\$113.37
001	9338	02/07/18	ST. JOHNS COUNTY UTILITY DEPT.	011918-104785	514213-104785 12/19-1/19/18	Utility - General	543001-57205	\$287.99
001	9338	02/07/18	ST. JOHNS COUNTY UTILITY DEPT.	011918-101723	514213-101723 12/19 THRU 1/19/18	R&M-Gate	546034-52901	\$48.11
001	9338	02/07/18	ST. JOHNS COUNTY UTILITY DEPT.	011918-121119	514214-121119 12/19-1/19/18	Utility - Water & Sewer	543021-57206	\$65.51
001	9338	02/07/18	ST. JOHNS COUNTY UTILITY DEPT.	011918-114653	514211-114653 12/19-1/19/18	Utility - Water & Sewer	543021-53903	\$259.74

MARSHALL CREEK
Community Development District

**Payment Register by Fund
For the Period from 2/1/2018 to 02/28/18
(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	9338	02/07/18	ST. JOHNS COUNTY UTILITY DEPT.	26261-011918	532033-126261 12/19-1/19/18	R&M-Gate	546034-52901	\$56.62
001	9338	02/07/18	ST. JOHNS COUNTY UTILITY DEPT.	14659-011918	514215-114659 12/19-1/19/18	Utility - General	543001-57205	\$1,637.71
001	9339	02/07/18	STACY ETTTEL	SE012418	SECURITY FOR 1/18 AND 1/22/18	Contracts-Roving Patrol	534099-52901	\$245.00
001	9340	02/07/18	SYNCHRONY BANK	6903412	WIRE RANGE CORD 6FT	Op Supplies - General	552001-53902	\$2,545.03
001	9341	02/07/18	TURNER PEST CONTROL LLC	99286-011218	2/18 TERMITE COVERAGE	R&M-General	546001-57206	\$250.00
001	9341	02/07/18	TURNER PEST CONTROL LLC	5099749	1/18 MONTHLY SERVICE	Contracts-Misc Labor	534025-57202	\$46.00
001	9341	02/07/18	TURNER PEST CONTROL LLC	5099749	1/18 MONTHLY SERVICE	R&M-Gate	546034-52901	\$46.00
001	9341	02/07/18	TURNER PEST CONTROL LLC	5099749	1/18 MONTHLY SERVICE	R&M-General	546001-57206	\$23.00
001	9342	02/07/18	UNUM LIFE INSURANCE	CREEK-013118	COVERAGE PERIOD 1/1/18-1/31/18	Payroll-Benefits	512010-53902	\$197.08
001	9342	02/07/18	UNUM LIFE INSURANCE	CREEK-013118	COVERAGE PERIOD 1/1/18-1/31/18	Payroll-Benefits	512010-57205	\$83.18
001	9342	02/07/18	UNUM LIFE INSURANCE	CREEK-013118	COVERAGE PERIOD 1/1/18-1/31/18	Payroll-Benefits	512010-57206	\$70.07
001	9342	02/07/18	UNUM LIFE INSURANCE	CREEK-013118	COVERAGE PERIOD 1/1/18-1/31/18	Payroll-Benefits	512010-52901	\$16.61
001	9342	02/07/18	UNUM LIFE INSURANCE	CREEK-013118	COVERAGE PERIOD 1/1/18-1/31/18	Payroll-Benefits	512010-53901	\$13.29
001	9343	02/07/18	VILLAGE KEY & ALARM, INC.	316056	MONITORING 2/1-4/30/18	Contracts-Misc Labor	534025-57202	\$156.00
001	9343	02/07/18	VILLAGE KEY & ALARM, INC.	42185	REINSTALL SCHLAGE LEVER SET	R&M-Buildings	546012-57205	\$136.70
001	9344	02/07/18	W. W. GAY FIRE & INTEGRATED	235358-1	INSTALLED NEW CRF-300	R&M-Buildings	546012-57205	\$375.56
001	9345	02/16/18	A-1 SOD OF JACKSONVILLE, INC.	105525	BAHIA SOD, PALLET DEPOSIT	R&M-Grounds	546037-53902	\$1,350.00
001	9345	02/16/18	A-1 SOD OF JACKSONVILLE, INC.	105538	BAHIA SOD, PALLET DEPOSIT	R&M-Grounds	546037-53902	\$225.00
001	9346	02/16/18	AFLAC	125473	BILLING PERIOD 1/18	Payroll-Benefits	512010-57206	\$73.32
001	9346	02/16/18	AFLAC	125473	BILLING PERIOD 1/18	Payroll-Benefits	512010-57205	\$71.26
001	9346	02/16/18	AFLAC	125473	BILLING PERIOD 1/18	Payroll-Benefits	512010-53902	\$240.88
001	9346	02/16/18	AFLAC	125473	BILLING PERIOD 1/18	Payroll-Benefits	512010-52901	\$58.26
001	9346	02/16/18	AFLAC	125473	BILLING PERIOD 1/18	Payroll-Benefits	512010-53901	\$58.26
001	9347	02/16/18	AT&T	7017469302	SERVICE FOR 1/18	Communication - Telephone	541003-57206	\$445.97
001	9347	02/16/18	AT&T	012918-2565	904-829-2565 SERVICE FOR 1/18	R&M-Irrigation	546041-53902	\$225.99
001	9347	02/16/18	AT&T	012818-0006	904-819-0006 1/28-2/27/18	R&M-Gate	546034-52901	\$231.43
001	9348	02/16/18	CANON SOLUTIONS AMERICA, INC	162755747	COPIER ACTIVITIES	Op Supplies - General	552001-53902	\$829.00
001	9349	02/16/18	CATHERINE NOELANI TAYLOR	021218	SPIN	Payroll-Shared Personnel	512011-53910	\$140.00
001	9350	02/16/18	CINTAS CORP	8403508702	MEDICAL SUPPLIES	Office Supplies	551002-57205	\$71.84
001	9351	02/16/18	DANIEL P CALDARERA	021218	SPIN	Payroll-Shared Personnel	512011-53910	\$70.00
001	9352	02/16/18	DEBOW'S APPLIANCE SERVICE	020118	ICE MACHINE RENTAL 2/18	Rental/Lease - Vehicle/Equip	544003-57206	\$132.08
001	9353	02/16/18	DOWNEY'S JANITORIAL SUPPLIES	41-14593	GP C FOLD ENVISION WHITE	R&M-Gate	546034-52901	\$69.00
001	9353	02/16/18	DOWNEY'S JANITORIAL SUPPLIES	41-14594	TORK XPRESS, URINAL SCREEN, LI	Op Supplies - Spa & Paper	552012-57205	\$117.00
001	9353	02/16/18	DOWNEY'S JANITORIAL SUPPLIES	41-14594	TORK XPRESS, URINAL SCREEN, LI	Cleaning Supplies	551003-57205	\$50.85
001	9354	02/16/18	ERIN GUNIA	020818	LADLE	Op Supplies - Spa & Paper	552012-57205	\$13.88
001	9355	02/16/18	ERIN M LANDRY	021218	YOGA	Payroll-Shared Personnel	512011-53910	\$70.00
001	9356	02/16/18	FEDEX	6-072-46299	SERVICE FOR 1/19 THRU 1/22/18	Postage and Freight	541006-51301	\$38.72
001	9356	02/16/18	FEDEX	6-078-97845	SERVICE FOR 1/30/18	Postage and Freight	541006-51301	\$12.79
001	9357	02/16/18	GARY PERNA	GP013118	SECURITY FOR 1/27 AND 1/30/18	Contracts-Roving Patrol	534099-52901	\$315.00
001	9359	02/16/18	GLENDA AVILE'S MALEWICKI	021218	SENIOR YOGA, PILATES	Contracts-Outside Fitness	534111-57202	\$210.00

MARSHALL CREEK
Community Development District

**Payment Register by Fund
For the Period from 2/1/2018 to 02/28/18
(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	9360	02/16/18	HINES PALENCIA PROPERTY	BB-MJEXPENSE	CABLES FOR DUEL MONITORS	Office Supplies	551002-53910	\$60.00
001	9360	02/16/18	HINES PALENCIA PROPERTY	BBMCCDD-DONAIN	DOMAIN RENEWALS 6/30/17 WEBSIT	Misc-Connection Computer	549016-53910	\$192.80
001	9360	02/16/18	HINES PALENCIA PROPERTY	BB_WCNOV2017-TRAVEL	TRAVEL FOR MARIA JACOBSEN	Travel and Per Diem	540001-53910	\$112.02
001	9360	02/16/18	HINES PALENCIA PROPERTY	BB_WCNOV2017-TRAVEL	TRAVEL FOR MARIA JACOBSEN	Op Supplies - General	552001-53902	\$336.05
001	9360	02/16/18	HINES PALENCIA PROPERTY	MCCDD-MCAFEE-2018	MCFFEE ATI VIRUS 7/29-7/28/18	ProfServ-Info Technology	531020-57206	\$100.00
001	9360	02/16/18	HINES PALENCIA PROPERTY	MCCDD-MCAFEE-2018	MCFFEE ATI VIRUS 7/29-7/28/18	ProfServ-Info Technology	531020-57205	\$40.00
001	9360	02/16/18	HINES PALENCIA PROPERTY	MCCDD-MCAFEE-2018	MCFFEE ATI VIRUS 7/29-7/28/18	Misc-Connection Computer	549016-53910	\$40.00
001	9360	02/16/18	HINES PALENCIA PROPERTY	MCCDD-MCAFEE-2018	MCFFEE ATI VIRUS 7/29-7/28/18	Op Supplies - General	552001-53902	\$40.00
001	9360	02/16/18	HINES PALENCIA PROPERTY	BB_WCOV2017-COMPUTER	WINDOWS 10 LAPTOP & DOCKING	Op Supplies - General	552001-53902	\$1,075.45
001	9360	02/16/18	HINES PALENCIA PROPERTY	BB_WCDE2017-EMAIL	LICENSE SUBSCRIPTION FOR EMAIL	Communication - Telephone	541003-57206	\$82.00
001	9360	02/16/18	HINES PALENCIA PROPERTY	BB_WCDE2017-EMAIL	LICENSE SUBSCRIPTION FOR EMAIL	Communication - Telephone	541003-53910	\$41.00
001	9361	02/16/18	HOME DEPOT CREDIT SERVICES	190909	LANDSCAPE TRENCHER 13"	Rentals - General	544001-53902	\$251.21
001	9361	02/16/18	HOME DEPOT CREDIT SERVICES	8592492	MISC OP SUPPLIES	Op Supplies - General	552001-53902	\$96.66
001	9362	02/16/18	HOME DEPOT CREDIT SERVICES	W916106993	SEGMENT TURBO CUP GRINDING	R&M-Pools	546074-57205	\$99.94
001	9362	02/16/18	HOME DEPOT CREDIT SERVICES	1065662	BATTERIES	Op Supplies - General	552001-53910	\$35.92
001	9362	02/16/18	HOME DEPOT CREDIT SERVICES	9071137	MISC SUPPLIES	R&M-Buildings	546012-57205	\$19.66
001	9362	02/16/18	HOME DEPOT CREDIT SERVICES	CM2111623	RETURN WRONG PRODUCT	R&M-Pools	546074-57205	(\$99.94)
001	9363	02/16/18	JACK LEAKE	947	REMOVE WASHINGTON PALMS	R&M-Trees and Trimming	546099-53902	\$900.00
001	9364	02/16/18	JERMAINE ANTONIO SOLOMON	021218	PERSONAL TRAINING	Payroll-Shared Personnel	512011-53910	\$162.00
001	9365	02/16/18	JIVE COMMUNICATIONS, INC	INV-000949820	HANDSET	Communication - Telephone	541003-57206	\$112.73
001	9366	02/16/18	JOSIE LYNN CARLETON	021218	PILATES	Payroll-Shared Personnel	512011-53910	\$70.00
001	9367	02/16/18	L. WERNINCK & SONS, INC.	513401	MISC SUPPLIES FOR ROADS	R&M-Roads & Alleyways	546081-53901	\$221.28
001	9367	02/16/18	L. WERNINCK & SONS, INC.	513052	MISC SUPPLIES FOR GROUOUNDS	R&M-Roads & Alleyways	546081-53901	\$118.96
001	9367	02/16/18	L. WERNINCK & SONS, INC.	513366	TAPCONS	R&M-Buildings	546012-57205	\$37.18
001	9367	02/16/18	L. WERNINCK & SONS, INC.	512993	MISC SUPPIES	R&M-Roads & Alleyways	546081-53901	\$356.96
001	9367	02/16/18	L. WERNINCK & SONS, INC.	513490	MISC SUPPLIES	R&M-Roads & Alleyways	546081-53901	\$256.72
001	9367	02/16/18	L. WERNINCK & SONS, INC.	513398	MISC SUPPLIES FOR ROADS	R&M-Roads & Alleyways	546081-53901	\$414.40
001	9367	02/16/18	L. WERNINCK & SONS, INC.	CM58072	RETURN PALLETS	R&M-Sidewalks	546084-53901	(\$105.00)
001	9368	02/16/18	LAMP SALES UNLIMITED, INC.	169001	BALLAST 2-40W	R&M-Buildings	546012-57205	\$158.00
001	9369	02/16/18	LAURA CORREA	021218	ZUMBA	Payroll-Shared Personnel	512011-53910	\$70.00
001	9369	02/16/18	LAURA CORREA	021218-POUND	ZUMBA POUND	Contracts-Outside Fitness	534111-57202	\$70.00
001	9370	02/16/18	MADELIN LEPRI	021218	CLASS	Payroll-Shared Personnel	512011-53910	\$70.00
001	9374	02/16/18	MARSHALL CREEK LTD.	8011625	MISC FILTERS	Billback Expenses Developer	549921-53910	\$54.48
001	9375	02/16/18	MICHAEL KYPRISS	020518	TENNIS LESSON	Payroll-Commission	512040-57206	\$228.75
001	9375	02/16/18	MICHAEL KYPRISS	021218	CLASS	Payroll-Commission	512040-57206	\$546.75
001	9376	02/16/18	MIRANDA G BULGER	021218	HIIT, SPIN, STRETCH	Payroll-Shared Personnel	512011-53910	\$245.00
001	9377	02/16/18	MONICA FOURMAN	021218	EXTREME BURN	Payroll-Shared Personnel	512011-53910	\$210.00
001	9378	02/16/18	OFFICE DEPOT	998306189001	MISC OFFICE SUPPIES	Op Supplies - General	552001-53902	\$460.96
001	9379	02/16/18	PALENCIA ARB	01/18-SWIM/FITNESS	PRORATA RENT 1/2018	Contracts-Misc Labor	534025-57202	\$69.23
001	9380	02/16/18	RANDSTAD	R22479912	TEMP HELP FOR 1/28/18	Payroll-Administrative	512009-53902	\$125.68

MARSHALL CREEK
Community Development District

**Payment Register by Fund
For the Period from 2/1/2018 to 02/28/18
(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	9380	02/16/18	RANDSTAD	R22513002	TEMP HELP PERIOD 2/4/18	Payroll-Administrative	512009-53902	\$125.68
001	9381	02/16/18	RENEE R YOOS	021218	FIT, WARRIOR SCULPT, BALLS	Payroll-Shared Personnel	512011-53910	\$245.00
001	9382	02/16/18	RONALD C. CULLUM	021218	TAI CHI	Payroll-Shared Personnel	512011-53910	\$70.00
001	9383	02/16/18	ROY HUTCHERSON	01/31/2018	BUCHANON SIGN JACKSONVILLE	Travel and Per Diem	540001-53910	\$30.52
001	9383	02/16/18	ROY HUTCHERSON	01/31/2018	BUCHANON SIGN JACKSONVILLE	Op Supplies - General	552001-53910	\$50.00
001	9383	02/16/18	ROY HUTCHERSON	01/31/2018	BUCHANON SIGN JACKSONVILLE	R&M-Buildings	546012-53901	\$19.38
001	9383	02/16/18	ROY HUTCHERSON	01/31/2018	BUCHANON SIGN JACKSONVILLE	R&M-Roads & Alleyways	546081-53901	\$160.50
001	9383	02/16/18	ROY HUTCHERSON	01/31/2018	BUCHANON SIGN JACKSONVILLE	R&M-Buildings	546012-57205	\$421.90
001	9383	02/16/18	ROY HUTCHERSON	01/31/2018	BUCHANON SIGN JACKSONVILLE	Op Supplies - General	552001-53910	\$93.13
001	9383	02/16/18	ROY HUTCHERSON	01/31/2018	BUCHANON SIGN JACKSONVILLE	R&M-Sidewalks	546084-53901	\$430.99
001	9383	02/16/18	ROY HUTCHERSON	020818	REIMB FOR 1/29 THRU 2/8/18	R&M-Equipment	546022-53902	\$350.00
001	9383	02/16/18	ROY HUTCHERSON	020818	REIMB FOR 1/29 THRU 2/8/18	R&M-Buildings	546041-53901	\$132.31
001	9383	02/16/18	ROY HUTCHERSON	020818	REIMB FOR 1/29 THRU 2/8/18	Op Supplies - General	552001-53910	\$69.50
001	9384	02/16/18	SITEONE LANDSCAPE	84112320	PINE STRAW	R&M-Mulch	546059-53902	\$351.60
001	9384	02/16/18	SITEONE LANDSCAPE	84112342	PVC 3/4 CONDUIT	R&M-Irrigation	546041-53902	\$135.30
001	9384	02/16/18	SITEONE LANDSCAPE	84107075	PVC-3/4 CONDUIT 10FT	R&M-Irrigation	546041-53902	\$135.45
001	9384	02/16/18	SITEONE LANDSCAPE	84159687	IRRIGATION SUPPLIES	R&M-Irrigation	546041-53902	\$109.47
001	9385	02/16/18	STACY ETTTEL	SE020118	SECURITY FOR 1/26, 1/28, 1/31	Contracts-Roving Patrol	534099-52901	\$385.00
001	9386	02/16/18	STEPHEN C. MCCULLAR	341	ARCHITECTURAL SRVS ACTIVITIES	R&M-Buildings	546012-57205	\$825.00
001	9387	02/16/18	SUN LIFE FINANCIAL	012318-2284	BILLING PERIOD 2/1-2/28/18	Payroll-Benefits	512010-53902	\$477.60
001	9387	02/16/18	SUN LIFE FINANCIAL	012318-2284	BILLING PERIOD 2/1-2/28/18	Payroll-Benefits	512010-57205	\$221.79
001	9387	02/16/18	SUN LIFE FINANCIAL	012318-2284	BILLING PERIOD 2/1-2/28/18	Payroll-Benefits	512010-57206	\$161.84
001	9387	02/16/18	SUN LIFE FINANCIAL	012318-2284	BILLING PERIOD 2/1-2/28/18	Payroll-Benefits	512010-52901	\$69.67
001	9387	02/16/18	SUN LIFE FINANCIAL	012318-2284	BILLING PERIOD 2/1-2/28/18	Payroll-Benefits	512010-53902	\$55.74
001	9388	02/16/18	SUNBELT RENTALS	75828238-0001	CONCRETE PLANER	R&M-Sidewalks	546084-53901	\$3,100.00
001	9388	02/16/18	SUNBELT RENTALS	75775622-0001	CONCRETE GRINDER,DUST EXTRACTO	R&M-Pools	546074-57205	\$919.72
001	9388	02/16/18	SUNBELT RENTALS	CM75775622-0002	RETURN DUST EXTRACTOR	R&M-Pools	546074-57205	(\$263.32)
001	9389	02/16/18	TOM SALMON	013118	USPTA DUES FY18	Subscriptions and Memberships	554001-57206	\$295.00
001	9390	02/16/18	TURNER HARDWARE BEACHES, INC	234820/2	MISC SUPPLIES FOR IRRIGATION	R&M-Irrigation	546041-53902	\$34.13
001	9391	02/16/18	WILLIAMS' PLANT NURSERY	84163	MISC LANDSCAPE SUPPLIES	Impr - Landscape	563023-53902	\$4,018.75
001	9391	02/16/18	WILLIAMS' PLANT NURSERY	84199	POTTING MIX	Impr - Landscape	563023-53902	\$221.70
001	9392	02/16/18	WILSON SPORTING GOODS	4524380229	BURN 100 CV TNS FRM W/O CVR	COS - Start Up Inventory	552143-57206	\$120.51
001	9393	02/16/18	ZUZANA PADUANO	021218	PERSONAL TRAINING	Payroll-Shared Personnel	512011-53910	\$54.00
001	9394	02/20/18	AT&T	020218-9020	SERVICE FOR 2/2 THRU 3/1/18	Communication - Telephone	541003-57205	\$872.84
001	9394	02/20/18	AT&T	020218-9020	SERVICE FOR 2/2 THRU 3/1/18	R&M-Irrigation	546041-53902	\$145.47
001	9395	02/20/18	BUCHANAN SIGN & FLAG CENTER	R-07321-01	OFFICE SIGNS	Op Supplies - General	552001-53902	\$140.00
001	9395	02/20/18	BUCHANAN SIGN & FLAG CENTER	R-07317-01	SIGNS	Op Supplies - General	552001-53902	\$125.00
001	9396	02/20/18	CLEAR WATERS INC.	87403	TREATMENT OF LAKES 01/31/18	R&M-Lake	546042-53903	\$4,290.00
001	9397	02/20/18	CRONIN ACE HARDWARE	9/2	MISC SUPPLIES	R&M-General	546001-57206	\$49.54
001	9397	02/20/18	CRONIN ACE HARDWARE	10/2	MISC SUPPLIES	R&M-Buildings	546012-53901	\$138.09

MARSHALL CREEK
Community Development District

**Payment Register by Fund
For the Period from 2/1/2018 to 02/28/18
(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	9397	02/20/18	CRONIN ACE HARDWARE	12/2	MISC SUPPLIES	R&M-Buildings	546012-53901	\$45.34
001	9398	02/20/18	FEDEX	6-086-45710	SERVICE FOR 2/2-2/7/18	Postage and Freight	541006-51301	\$25.64
001	9399	02/20/18	FPL	80384-020818	68287-80384 2/1-2/8/18	Electricity - General	543006-53902	\$38.07
001	9399	02/20/18	FPL	FEBRUARY-18	SERVICE FOR 1/9 THRU 2/8/18	Electricity - Streetlighting	543013-53903	\$6,748.52
001	9399	02/20/18	FPL	FEBRUARY-18	SERVICE FOR 1/9 THRU 2/8/18	Utility - General	543001-57205	\$3,492.63
001	9399	02/20/18	FPL	FEBRUARY-18	SERVICE FOR 1/9 THRU 2/8/18	Electricity - General	543006-57206	\$1,267.19
001	9399	02/20/18	FPL	FEBRUARY-18	SERVICE FOR 1/9 THRU 2/8/18	R&M-Gate	546034-52901	\$192.90
001	9400	02/20/18	GAME TIME GAME TRUCK, LLC	1351	SUMMER CAMP	Op Supplies - Summer Camp	552033-57205	\$359.00
001	9401	02/20/18	GARY PERNA	GP020718	SERCURITY 1/31 - 2/6/18	Contracts-Roving Patrol	534099-52901	\$315.00
001	9402	02/20/18	HINES PALENCIA PROPERTY	CREEK-021518	SALARY ALLOCATION 2/15/18	ProfServ-Field Management	531016-53910	\$9,458.33
001	9403	02/20/18	HINES PALENCIA PROPERTY	BB_WCNOV2017-IT	4TH QTR ALLOCATIONS	ProfServ-Info Technology	531020-57205	\$30.00
001	9403	02/20/18	HINES PALENCIA PROPERTY	BB_WCNOV2017-IT	4TH QTR ALLOCATIONS	ProfServ-Info Technology	531020-57206	\$240.00
001	9403	02/20/18	HINES PALENCIA PROPERTY	BB_WCNOV2017-IT	4TH QTR ALLOCATIONS	Misc-Connection Computer	549016-53910	\$180.00
001	9403	02/20/18	HINES PALENCIA PROPERTY	BB_WCNOV2017-IT	4TH QTR ALLOCATIONS	Op Supplies - General	552001-53902	\$60.00
001	9404	02/20/18	HOME DEPOT CREDIT SERVICES	8010282	MISC IRRIGATION SUPPLIES	R&M-Irrigation	546041-53902	\$26.55
001	9405	02/20/18	LAMP SALES UNLIMITED, INC.	170019	4 1000W MOG/BASE REDUCE BULBS	R&M-Court Maintenance	546017-57206	\$138.40
001	9406	02/20/18	MEDICAL EXPRESS CORPORATION	201801289	DRUG SCREENING	Payroll-Benefits	512010-57205	\$27.00
001	9406	02/20/18	MEDICAL EXPRESS CORPORATION	201801289	DRUG SCREENING	Payroll-Benefits	512010-57206	\$27.00
001	9406	02/20/18	MEDICAL EXPRESS CORPORATION	201706250	DRUG SCREENING	Payroll-Benefits	512010-53902	\$27.00
001	9406	02/20/18	MEDICAL EXPRESS CORPORATION	201706250	DRUG SCREENING	Payroll-Benefits	512010-57205	\$54.00
001	9406	02/20/18	MEDICAL EXPRESS CORPORATION	201706250	DRUG SCREENING	Payroll-Benefits	512010-57206	\$27.00
001	9407	02/20/18	MUNICIPAL CAPITAL CORP	900020118	CONTRACT PMT#12 OF 36	Cap Outlay-Machinery and Equip	564001-53902	\$1,613.39
001	9408	02/20/18	PROPET DISTRIBUTORS INC	120896	LITTER PICK UP BAGS	Op Supplies - General	552001-53902	\$437.35
001	9409	02/20/18	PROSSER	39340	FEMA BOARDWALK JAN 2018	ProfServ-Engineering	531013-51501	\$6,113.39
001	9409	02/20/18	PROSSER	39339	Gen Engineering Svcs JAN 2018	ProfServ-Engineering	531013-51501	\$3,356.74
001	9410	02/20/18	RAMCO PROTECTIVE SECURITY SOLUTIONS	18536	SECURITY 12/29/2017	Contracts-Security Services	534037-52901	\$6,252.00
001	9410	02/20/18	RAMCO PROTECTIVE SECURITY SOLUTIONS	19062	SECURTY 2/9/2018	Contracts-Security Services	534037-52901	\$5,832.00
001	9410	02/20/18	RAMCO PROTECTIVE SECURITY SOLUTIONS	19160	SECURTY 2/16/2018	Contracts-Security Services	534037-52901	\$5,832.00
001	9411	02/20/18	SITEONE LANDSCAPE	84187820	TREE GUYING KIT	Op Supplies - General	552001-53902	\$402.40
001	9412	02/20/18	SPORTS CORNER	77655	MISC VISORS & HATS	COS - Start Up Inventory	552143-57206	\$1,164.00
001	9413	02/20/18	ST AUGUSTINE POWER HOUSE	172161	MISC SUPPLIES	R&M-Equipment	546022-53902	\$155.18
001	9414	02/20/18	ULTIMATE WASHER INC	012518	ELECTRIC PRESSURE WASHER	Office Equipment	551005-53902	\$2,645.37
001	9415	02/21/18	HOWARD FERTILIZER &	CIN-000143376	MONUMENT 75 WG	R&M-Grounds	546037-53902	\$245.00
001	9415	02/21/18	HOWARD FERTILIZER &	CIN-000142986	ATRAZINE	R&M-Grounds	546037-53902	\$841.00
001	9416	02/21/18	JACK LEAKE	958	HURRICANE CLEAN UP 2/12/18	R&M-Trees and Trimming	546099-53902	\$2,000.00
001	9417	02/21/18	LOREN SCHNEIDER	LS020718	SECURITY WK OF 1/17 - 1/25/18	Contracts-Roving Patrol	534099-52901	\$105.00
001	9418	02/21/18	MEZO COMMUNICATIONS	EKCDD-021418	MISC OFFICE EQUIPMENT	Office Equipment	551005-53902	\$1,335.00
001	9419	02/21/18	MOBILE MINI, INC	9003652521	PREMIUM DOORS	R&M-Vehicles	546104-53910	\$130.25
001	9419	02/21/18	MOBILE MINI, INC	9003659363	CONTAINER RENTAL 1/30-2/26/18	Rentals - General	544001-53902	\$142.75
001	9420	02/21/18	MY RECEPTIONIST	O517260207	VOICE MAIL 2/7 THRU 3/6/18	Communication - Telephone	541003-53910	\$27.50

MARSHALL CREEK
Community Development District

**Payment Register by Fund
For the Period from 2/1/2018 to 02/28/18
(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	9421	02/21/18	NEIGHBORHOOD PUBLICATIONS	MCCDD0588	FEB 2018 WEBSITE MAINT	Printing and Binding	547001-53910	\$220.00
001	9421	02/21/18	NEIGHBORHOOD PUBLICATIONS	MCCDD0588	FEB 2018 WEBSITE MAINT	Advertising	548001-57205	\$110.00
001	9421	02/21/18	NEIGHBORHOOD PUBLICATIONS	MCCDD0588	FEB 2018 WEBSITE MAINT	Advertising	548001-57206	\$110.00
001	9422	02/21/18	SITEONE LANDSCAPE	84175197	SUPPLIES FOR NEW MAINT BLDG	Op Supplies - General	552001-53902	\$2,847.53
001	9422	02/21/18	SITEONE LANDSCAPE	84234877	IRRIGATION SUPPLIES	Op Supplies - General	552001-53910	\$891.70
001	9422	02/21/18	SITEONE LANDSCAPE	84221991	MISC SUPPLIES FOR MAINT BUILDI	Op Supplies - General	552001-53910	\$252.33
001	9423	02/21/18	STATE INDUSTRIAL PRODUCTS	900354899	BODY WASH/SHAMPOO	Op Supplies - Spa & Paper	552012-57205	\$154.08
001	9424	02/21/18	WILLIAMS' PLANT NURSERY	84321	VIBURNUM ODORATISSIMUM	Impr - Landscape	563023-53902	\$820.00
001	9425	02/21/18	ZENITH INSURANCE COMPANY	ST071669607005	BILLING PERIOD 9/26/17-9/26/18	Payroll-Benefits	512010-53902	\$1,492.66
001	9425	02/21/18	ZENITH INSURANCE COMPANY	ST071669607005	BILLING PERIOD 9/26/17-9/26/18	Payroll-Benefits	512010-57205	\$2,371.15
001	9425	02/21/18	ZENITH INSURANCE COMPANY	ST071669607005	BILLING PERIOD 9/26/17-9/26/18	Payroll-Benefits	512010-57206	\$981.63
001	9425	02/21/18	ZENITH INSURANCE COMPANY	ST071669607005	BILLING PERIOD 9/26/17-9/26/18	Payroll-Benefits	512010-52901	\$103.42
001	9425	02/21/18	ZENITH INSURANCE COMPANY	ST071669607005	BILLING PERIOD 9/26/17-9/26/18	Payroll-Benefits	512010-53901	\$83.14
001	9426	02/26/18	A&R WAREHOUSE EQUIPMENT, INC	CR021318RH	PALLET RACK STORAGE	Op Supplies - General	552001-53902	\$1,366.00
001	9427	02/26/18	A-1 SOD OF JACKSONVILLE, INC.	105595	SOD, PALLET DEPOSIT	R&M-Grounds	546037-53902	\$825.00
001	9428	02/26/18	CRONIN ACE HARDWARE	23/ 2	LATEX CART	R&M-Buildings	546012-57205	\$19.78
001	9428	02/26/18	CRONIN ACE HARDWARE	23/ 2	LATEX CART	R&M-Buildings	546012-53902	\$13.65
001	9428	02/26/18	CRONIN ACE HARDWARE	21/2	ANGLER, RECEPTACLE	R&M-General	546001-57206	\$13.75
001	9428	02/26/18	CRONIN ACE HARDWARE	19/2	MISC SUPPLIES	R&M-Electrical	546020-53901	\$18.36
001	9428	02/26/18	CRONIN ACE HARDWARE	19/2	MISC SUPPLIES	R&M-Buildings	546012-57205	\$16.89
001	9428	02/26/18	CRONIN ACE HARDWARE	19/2	MISC SUPPLIES	R&M-Buildings	546012-53902	\$9.67
001	9429	02/26/18	DOWNEY'S JANITORIAL SUPPLIES	41-14688	MISC SUPPLIES	Op Supplies - General	552001-53902	\$1,475.11
001	9430	02/26/18	DUVAL PAINT & DECORATING, INC	B0332478	PAINT	R&M-Buildings	546012-57205	\$47.97
001	9430	02/26/18	DUVAL PAINT & DECORATING, INC	B0332478	PAINT	R&M-Buildings	546012-53901	\$145.46
001	9431	02/26/18	ERIN GUNIA	021918EXP	REIMB FOR AMAZON SUMMER CAMP	Op Supplies - Summer Camp	552033-57205	\$550.20
001	9432	02/26/18	FIRST COAST TIRE & SERVICE	25390	VALVE STEM	R&M-Equipment	546022-53902	\$23.00
001	9433	02/26/18	GABE BAGBY	GB021418	SECURITY FOR 2/7/18	Contracts-Roving Patrol	534099-52901	\$105.00
001	9434	02/26/18	GARY PERNA	GP021418	SECURITY FOR 2/8 AND 2/9/18	Contracts-Roving Patrol	534099-52901	\$315.00
001	9435	02/26/18	GRACO FERTILIZER COMPANY	124604	BED MIX	Impr - Landscape	563023-53902	\$1,731.00
001	9436	02/26/18	HOME DEPOT CREDIT SERVICES	1025633	WALL CABINET	Op Supplies - General	552001-53902	\$72.00
001	9436	02/26/18	HOME DEPOT CREDIT SERVICES	7026130	9VOLT BATTERIES	R&M-Irrigation	546041-53902	\$27.96
001	9437	02/26/18	HOME DEPOT CREDIT SERVICES	2026602	MISC SUPPLIES	R&M-Buildings	546012-57205	\$186.23
001	9437	02/26/18	HOME DEPOT CREDIT SERVICES	2026602	MISC SUPPLIES	Op Supplies - General	552001-53902	\$78.00
001	9437	02/26/18	HOME DEPOT CREDIT SERVICES	2026602	MISC SUPPLIES	R&M-General	546001-57206	\$18.97
001	9437	02/26/18	HOME DEPOT CREDIT SERVICES	7025933	ROLL INSUL	R&M-Buildings	546012-53902	\$53.00
001	9438	02/26/18	HOWARD FERTILIZER &	CIN-000145751	NITROGEN	R&M-Grounds	546037-53902	\$1,094.80
001	9439	02/26/18	MARSHALL CREEK CDD	021418	TRSF FUNDS GF TO MMA	Due From Other Funds	131000	\$507,008.00
001	9440	02/26/18	MEZO COMMUNICATIONS	CR021918VM-B	BALANCE OF WIRING MAINT BUILDI	Op Supplies - General	552001-53902	\$1,335.00
001	9441	02/26/18	OFFICE DEPOT	106173577001	CLOCK, BATTERY, COFFEE-MATE	Office Supplies	551002-57205	\$73.76
001	9441	02/26/18	OFFICE DEPOT	105472160001	TABLE, FRAME	Op Supplies - General	552001-53902	\$438.97

MARSHALL CREEK
Community Development District

**Payment Register by Fund
For the Period from 2/1/2018 to 02/28/18
(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	9441	02/26/18	OFFICE DEPOT	105472159001	SHREDDER, BULLETIN	Op Supplies - General	552001-53902	\$84.21
001	9442	02/26/18	PALENCIA ARB	12-17-SWIM	PRORATA RENT 12/17	Contracts-Misc Labor	534025-57202	\$69.23
001	9442	02/26/18	PALENCIA ARB	10-17-SWIM	10/17 PRORATA RENT	Contracts-Misc Labor	534025-57202	\$69.23
001	9443	02/26/18	PAUL MASTERS	07012017EXP	REIMB FOR CELL PHONE 7/1/17	Op Supplies - General	552001-53902	\$30.00
001	9444	02/26/18	PINCH A PENNY 038	295415	MISC POOL SUPPLIES	R&M-Pools	546074-57205	\$363.24
001	9445	02/26/18	PUBLIX SUPER MARKETS, INC.	0885129329	CANISTER, COFFEE CRMR, COFFEE	Op Supplies - General	552001-53902	\$31.14
001	9446	02/26/18	RAMCO PROTECTIVE SECURITY SOLUTIONS	19251	SECURITY THRU 2/23/18	Contracts-Security Services	534037-52901	\$5,832.00
001	9447	02/26/18	RANDSTAD	R22544863	TEMP HELP PERIOD 2/11/18	Payroll-Administrative	512009-53902	\$125.68
001	9448	02/26/18	SITEONE LANDSCAPE	CM84270308	RETURN PVC FITTING	Office Equipment	551005-53902	(\$102.30)
001	9448	02/26/18	SITEONE LANDSCAPE	84262387	PINE STRAW	Op Supplies - General	552001-53902	\$841.50
001	9448	02/26/18	SITEONE LANDSCAPE	84252992	MISC PVC FITTINGS	R&M-Irrigation	546041-53902	\$282.28
001	9448	02/26/18	SITEONE LANDSCAPE	84285559	PINE STRAW	Op Supplies - General	552001-53902	\$841.50
001	9448	02/26/18	SITEONE LANDSCAPE	84262402	PIPE	Op Supplies - General	552001-53902	\$94.60
001	9448	02/26/18	SITEONE LANDSCAPE	84284572	MISC PVC FITTINGS	Op Supplies - General	552001-53902	\$328.44
001	9449	02/26/18	SYNCHRONY BANK	8069721	MISC SUPPLIES	Op Supplies - General	552001-53902	\$170.05
001	9450	02/26/18	TASC	IN1215533	COBRA FOR 1/1-1/31/18	Payroll-Benefits	512010-53902	\$68.67
001	9450	02/26/18	TASC	IN1215533	COBRA FOR 1/1-1/31/18	Payroll-Benefits	512010-57205	\$68.67
001	9450	02/26/18	TASC	IN1215533	COBRA FOR 1/1-1/31/18	Payroll-Benefits	512010-57206	\$68.66
001	9451	02/26/18	WILLIAMS' PLANT NURSERY	84462	GRASS,WAX MYRTLE,PALMETTO	Impr - Landscape	563023-53902	\$2,500.50
001	DD204	02/19/18	GATE FUEL SERVICE-ACH	4361015-ACH	GAS	Op Supplies - Fuel, Oil	552030-53902	\$755.15
001	DD205	02/07/18	GATE FUEL SERVICE-ACH	4333085-ACH	FUEL	Op Supplies - Fuel, Oil	552030-53902	\$1,291.94
							Fund Total	\$705,854.71

SERIES 2002 DEBT SERVICEFUND - 202

202	9373	02/16/18	MARSHALL CREEK	01302018 6730	TRFS TAX COLLECTION SERIES 200	Due From Other Funds	131000	\$598,147.00
							Fund Total	\$598,147.00

SERIES 2015 DEBT SERVICEFUND - 203

203	9371	02/16/18	MARSHALL CREEK	01302018 80003	TRNSF TAX COLLECTION SERIES 20	Due From Other Funds	131000	\$515,996.00
							Fund Total	\$515,996.00

SERIES 2016 DEBT SERVICEFUND - 204

204	9372	02/16/18	MARSHALL CREEK	01302018 9003	TRF TAX COLLECTION SERIES 2016	Due From Other Funds	131000	\$33,269.00
							Fund Total	\$33,269.00

Total Checks Paid **\$1,853,266.71**