

**MARSHALL CREEK  
COMMUNITY DEVELOPMENT  
DISTRICT  
MAY 16, 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

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May 9, 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, May 16, 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 April 18, 2018 Meeting and April 25, 2018 Continuation Meeting with Palencia POA**
  - A. Discussion of Open Items
- 4. Engineer's Report**
  - A. Boardwalk Repair Update
  - B. Update on Pickleball Court
  - C. Approval of Requisition #49
- 5. Discussion of Proposed Budget for FY 2019**
  - A. Tennis Budget
  - B. Landscape Budget
  - C. Field Operations
  - D. Swim & Fitness
- 6. Operations Manager's Report**
  - A. SJCSO Off-Duty Roving Patrol Violation Report
- 7. Manager's Report**
  - A. Report on Number of Registered Voters - 2,320
- 8. Attorney's Report**
- 9. Supervisors' Requests**
- 10. Acceptance of April 2018 Financial Report and Approval of Check Register and Invoices**
- 11. Adjournment**

Enclosed for your review is a copy of the draft minutes of the April 18, 2018 meeting and April 25, 2018 continuation meeting with the POA and the April 2018 financials, check register and invoices.

Marshall Creek CDD

May 9, 2018

Page 2

The fifth order of business is discussion of the budget for fiscal year 2019, a copy of which is included for your review.

The Operations Manager's Report and SJCSO Off-Duty Roving Patrol Violation Report are enclosed for your review.

Under the Manager's Report is a letter from the Supervisor of Elections indicating there are 2,320 registered voters within the District.

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, April 18, 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
Katie Buchanan	District Counsel (via phone)
Ryan Stilwell	District Engineer
Helen Ciesla	Property Manager
Beth Grossman	Assistant Property Manager
Roy Hutcherson	Director of Grounds & Engineering
Erin Gunia	Director of Amenities & Strategic Planning
Mary Heath	Hines
Residents	

*The following is a summary of the discussions and actions taken at the April 18, 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**

- Mr. Ken Chapman requested an update on the pond issue.
  - Ms. Ciesla noted they have been assured by SCCDD they would be treating it in the process of building their pond. They will go to SCCDD in the morning and tell them it needs to be remedied immediately.

- Ms. Heath noted Ms. Shine has been overseeing the process. She noted the people who need to be aware of are and it will be treated as soon as possible.
- Mr. Chapman noted every time they shutoff the tap, the water recedes.
- Discussion continued on the pond and when the project will be done.
- Mr. Larry Buchanan. Monarch Court, inquired if there is an update on the dog park.
  - Mr. Hoffman noted they have no land in Marshall Creek for a dog park. SCCDD has land next to the fitness center and it has been proposed to their Board that they put in a dog park.
  - Discussion continued on land for a dog park.

**THIRD ORDER OF BUSINESS**

**Approval of the Minutes of the March 7, 2018 Continuation, March 7, 2018 Workshop and March 21, 2018 Meeting**

On MOTION by Mr. Kemmish seconded by Dr. Entman, with all in favor, the minutes of the March 7, 2018 Continuation, March 7, 2018 Workshop and March 21, 2018 meeting were approved.

- A. Discussion of Open Items**
- Dr. Entman addressed the start date for the Boardwalk repair contract.
  - Mr. Stilwell noted the notice to proceed was issued Monday so it is April 16<sup>th</sup> as opposed to the 2<sup>nd</sup>. The contractor will be providing an updated schedule. He further noted they anticipate a pre-construction meeting onsite next week.
- Dr. Entman addressed the FEMA clean-up funds of \$35,000.
  - Ms. Ciesla reported they received checks today for the debris removal. There is a difference of \$5,000 from what they were expecting; the check was for \$17,710.17. There is an additional 12.5% coming from what was obligated. Ms. Heath has been on the phone with them [FEMA] this afternoon as the confusion is why they obligated 'x' amount and delivered

'y'. The initial conversation from the FEMA representative is they can deposit the checks while they appeal.

- Mr. Hoffman noted this is the debris clean-up from Hurricane Matthew. Debris clean-up has also been submitted for Hurricane Irma.
- Ms. Ciesla outlined the grants process.
- Dr. Entman inquired about the status of the Hurricane Irma claim.
  - Ms. Ciesla noted it is still being reviewed by FEMA.
- Dr. Entman inquired about the fence contract.
  - Ms. Ciesla reported the fencing contract work will begin toward the end of the month, within the next two weeks. Once started it is about a ten day process.
- Dr. Entman inquired about the maintenance building.
  - Mr. Stilwell reported they do not yet have a C.O. The bacteriological tests on the waterlines were not accepted by the DEP and the test had to be redone by the site work contractor. They were provided to DEP on Monday and the clearance permits were received today and provided to the County.
  - Mr. Hoffman inquired if there is an expectation of when they will get a C.O.
  - Mr. Stilwell noted he would not have thought he would be at the meeting without a C.O.; it is all a function of the bacteriological test which took two weeks.
  - Mr. Kemmish inquired as to the one before where they did not have the 'v' cut in the pavement.
  - Mr. Stilwell noted it is for the valves. It is all the same site work contractor.
- Dr. Entman inquired as to the status of the Pickleball court.
  - Mr. Stilwell reported the Pickleball courts have been resubmitted to the County. There was an issue with one of the road names next to the Pickleball court. The plans will be provided to the contractors to provide

pricing and updated bids while they wait for final approvals from the County.

- Dr. Entman inquired about the snack bar status.
  - Ms. Gunia reported they have a contractor, Kokomo's Café. They are in the process of getting their license and permits transferred. They, as well as the CDD, will be investing funds for equipment. As of now, Kokomo's believes their license to sell beer and wine will transfer from Flagler County to St. Johns County. It will be a short menu and Ms. Gunia can pick and choose if she wants to change something on the menu. The goal for opening is Memorial Day weekend.
- Mr. Kemmish reported on the first meeting which was held on March 14<sup>th</sup> for the Regalo Road issue. It was a discussion of what would you do first, design it or the determination of whether you can even look at a design. Repeated calls and emails had got Mr. Kemmish nothing although he continued to say he needed something by today's meeting to which he received an email. He further noted they have been told the road would have to be built from the MCCDD property line up to the road as a minor collector road, meaning they would have to repave the dirt portion and additional blacktop would be required on the existing road to make it a county road. If built to this standard MCCDD could get Impact Fee Credits back to be reimbursed for the cost of the road. The email received basically states they cannot do the road as a minor collector road, but they would have no objections to Regalo Road being constructed to an enhanced modified local road and there may be a need to work with FDOT to modify the intersection at US 1. If everything in the email is true the CDD will be faced with the decision of whether they want to pay the County to build a local road at a cost of approximately \$750,000.
  - Mr. Hoffman noted hopefully, Mr. Kemmish will receive some clarification on whether this is a final decision and then the CDD can decide if they want to spend their money to do it or not.

**FOURTH ORDER OF BUSINESS**

**Engineer's Report**

**A. Boardwalk Repair Update**



Previously addressed under Open Items.

**B. Update on Pickleball Court**

Previously addressed under Open Items.

- Mr. Stilwell addressed the draft Golf Cart Ordinance the Board received it from the County through Ms. Davis. Prosser’s Traffic Engineers are looking at the ordinance globally for all CDDs within St. Johns County. He noted he spoke with Ms. Buchanan briefly about the ordinance to address it specifically with Marshall Creek, but does not have anything today.
  - Mr. Kemmish inquired about grandfathering.
  - Mr. Stilwell noted it does grandfather in a way, but they want to make sure the actual Ordinance grandfathers Marshall Creek completely since they do have a Traffic Enforcement Agreement in place that allows the Sheriff’s Office to come in.
  - Discussion continued on the Golf Cart Ordinance with it being noted it has not yet gone before the Board of County Commissioners.
  - Mr. Hoffman outlined the history of the MCCDD County approval as a golf cart community.
- Mr. Hoffman addressed the kiddie pool being converted to a Splash Park.
  - Ms. Ciesla noted it is in permitting now. Once approved it should be a two week process.

**FIFTH ORDER OF BUSINESS**

**Operations Manager’s Report**

- Ms. Ciesla highlighted the Operation Manager’s Report.
  - Ms. Gunia hosted another successful Easter Eggstravaganza.
- Ms. Gunia reported on a meeting with regard to reviving the Market Street Festival. They are currently looking at July 4<sup>th</sup>. She noted she needs the CDD’s permission to use the road.
  - The date is not yet confirmed. They are working with St. Jude’s as the foundation to which some of the proceeds will go.
  - Vendors and builders are responding positively and want to be involved.

On MOTION by Dr. Entman seconded by Mr. Riley, with all in favor, the Market Street Festival was approved.

- Ms. Gunia noted an alternate date is the Saturday before the 4<sup>th</sup>.
- Ms. Ciesla stated Market Street is making a very good effort to improve their appearance.
- Ms. Gunia noted they are moving the next Food Truck Friday to Market Street for the first time. There will be a performer and raffle prizes from the Market Street vendors.
- Ms. Ciesla reported Mr. Salmon had a successful Camp Boggy Creek event with 178 entries, raising between \$10,000 and \$12,000 for Camp Boggy Creek.
- Mr. Hutcherson and Mr. Smeland continue to work on spring preparations for landscaping.
- Mr. Kemmish noted there is a rumor that the realty offices have been sold. Is there anything to that?
  - Ms. Ciesla noted it has not closed yet, but it is under contract.
  - Mr. Kemmish inquired how it will impact the Management team.
  - Ms. Ciesla noted they will lease back office space upstairs.
- A. SJSO Off-Duty Roving Patrol Violation**
- Ms. Ciesla reviewed the roving patrol report.
- Mr. Kemmish addressed the citations for the wrong way parking noting there is a repeat violation by the person who staffs the model home for Rutenberg; she is always parked the wrong way. He suggested sending a letter to them or having her ticketed.
- Ms. Ciesla reported on the radar signs.
  - 10,379 vehicles
  - Average daily speed - 24 to 26 mph.
  - Peak speed was equal to last month at 53 mph.
  - Oak Common - 13,984
  - Average daily - 20 to 21 mph.
  - Peak speed was 39 mph.
  - The signs will remain in the same locations for at least one more month.

**B. Authorization for MCCDD Credit Cards**

- Ms. Ciesla noted there was a memo included noting they are requested Board approval to submit the application for Visa cards for the Marshall Creek employees. This was prompted by Costco no longer taking American Express; they now take Visa.

On MOTION by Dr. Entman seconded by Mr. Riley, with all in favor, authorizing Visa Credit Cards for MCCDD staff was approved.

**\*\*Ramco Security**

- Ms. Ciesla thanked Mr. Raybuck for being the liaison. Ramco is having some operational issues since coming onboard November 1<sup>st</sup>. Hines has been trying to communicate with Ramco on a regular basis to try to resolve issues and received a lot of promises. Ramco was communicating well, but not delivering. They met with the Ramco representative yesterday and went through item-by-item, spending over two hours going over issues. They will continue to meet with them weekly to follow-up on the issues presented.
  - The Virtual Guard at the south gate has not been working. It has not been working properly and was late in getting started. Ramco has said they will have it back up and running. When it went down last week Ramco was advised it would be their responsibility to staff the guard gate at their expense when the Virtual Guard is down.
  - Gate arm operations - hopefully this has been resolved.
  - There will be cameras installed inside the guardhouses as Ramco has done at other clients.
  - Internet connection issues are being resolved. It was noted within 30 days Comcast will be providing the services to the north and south guardhouses. In the meantime, they have Lifestream to improve their service.
- Mr. Raybuck noted the Ramco General Manager was very receptive to all of the issues. There were a number of which were going back-and-forth in emails and it

was good to categorize those and run through them one-by-one. He noted they will continue to do so until the issues are resolved.

- There have been issues with guard performance and they have been reprimanded and put on notice.
- In a one-month period they are processing 9,000 to 10,000 visitors through the gate.
- Mr. Hoffman noted he is guilty of going to Arthur at Ramco directly and it would be better if everything went through Mr. Raybuck.
- Dr. Entman requested they please let Arthur know one other Board member is having a short fuse about the issues. They came in the early fall promising all the things they were going to do and 5½ months later they are still having all these problems. He noted Ramco should deliver or they should dust off the other proposals and move on.
  - Mr. Raybuck noted it was the first item of business in the meeting so he is well aware of that.
- Ms. Ciesla addressed consistency in enforcement with the St. Johns County officers with regard to trespassing. There has been a disconnect that Ms. Ciesla is trying to get resolved with the deputies responding who felt they did not have the authority to enforce a trespass warning. Mr. Riley had inquired about the Boardwalk and the sign at the entrance which states no bicycles, skateboarding or rollerblading.
  - The question was how do you enforce it. The Boardwalk is included in the site plan provided to the St. Johns County Sheriff's Office. The officer asked stated they do not go on the Boardwalk to enforce any of the violations.
  - Mr. Hoffman noted in the past the deputies had to be asked to enforce the closing of the parks at sunset stating it is not their job to enforce community rules.
  - Ms. Ciesla noted what they are looking for is consistency, clarification and how is the message delivered so the deputies provide a consistent

response. She is working with the administration team at St. Johns County Sheriff office to supply some answers.

**C. Update on FEMA Reimbursements**

Previously addressed under Open Items.

**D. Update on Splash Park - Roy Hutcherson**

Previously addressed under the Engineer’s Report.

**E. Update on Concession Area - Erin Gunia**

Previously addressed under Open Items.

**SIXTH ORDER OF BUSINESS**

**Manager’s Report**

**A. Consideration of Resolution 2018-4 Confirming the District’s Use of the County Supervisor of Elections**

- Ms. Davis outlined the purpose of Resolution 2018-4 noting Seats 1, 2 and 3 will be up for election in the November General Election. The seats are currently held by Dr. Entman, Mr. Kemmish and Mr. Hoffman.

On MOTION by Dr. Entman seconded by Mr. Kemmish, with all in favor, Resolution 2018-4 a resolution of the Marshall Creek Community Development District confirming the District’s use of the St. Johns County Supervisor of Elections to continue conducting the District’s election of Supervisors in conjunction with the General Election was adopted.

- Mr. Hoffman noted he and Dr. Entman have registered for their seats and no one has registered for the third seat.
- Mr. Kemmish noted he will not be qualifying.
- Mr. Hoffman noted SCCDD has two seats up and four persons registered.

**B. General Election Qualifying Information**

- Ms. Davis outlined the General Election qualifying information.
- Ms. Davis addressed the budget process noting the statutory requirement to have the budget approved by June 15<sup>th</sup> and a final budget adopted by September 15<sup>th</sup>. There is also a requirement under the Interlocal Agreement to get a proposed

tentative budget to SCCDD by June 1<sup>st</sup>. Typically the first draft is provided at the May meeting. Worksheets have been provide to Ms. Vinelle Miller and the Hines staff to help District staff put together the budget for the operations side, working on projections for the remainder of this fiscal year and recommendations for FY 2019.

- Mr. Hoffman requested the proposed tentative budget be provided at least one week prior to the meeting.
- Dr. Entman inquired on the status of the Interlocal Agreement true-up for last year.
  - Ms. Davis noted SCCDD has changed management companies. They have worked with the previous management company trying to get their end of the year data. What was received did not include any expenses for gates, security, field management, or insurance. Those are all things MCCDD is supposed to share in the cost of. As the calculation stands SCCDD would owe MCCDD around \$45,000.
  - As of the 15<sup>th</sup> SCCDD is now with GMS. We emailed Ms. Cupps and she said by Friday we should have the correct numbers.
  - Mr. Hoffman outlined the process whereby expenses are shared by MCCDD and SCCDD.
  - It was noted the true-up is based on last year’s number for platted lots.
- Dr. Entman inquired as to what bank the Money Market funds are in.
  - Ms. Davis noted in the financials there is a Cash and Investment Report that shows where all the funds are.
- An unidentified speaker inquired about Vale Road.
  - Mr. Hoffman noted the last he heard it was going to be a service road with a gate blocking regular vehicle traffic.
  - Ms. Perna noted it will be paved but not open to traffic.

**SEVENTH ORDER OF BUSINESS**

**Attorney’s Report**

There being no report, the next item followed.

**EIGHTH ORDER OF BUSINESS**

**Supervisor Requests**

There being none, the next item followed.

**NINTH ORDER OF BUSINESS**

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

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

- Mr. Hoffman addressed a joint meeting of the POA and CDD Boards. He noted with all the projects - Splash Pad, Pickleball courts and everything it might be worth having a short meeting with the POA. He inquired if they did not adjourn this meeting if they can reconvene next Wednesday to discuss some of the projects with the POA.
  - Ms. Buchanan inquired if it would be at the same location as the current meeting?
  - Mr. Hoffman noted it would.
  - Ms. Buchanan noted they have the authority to continue a meeting.
  - Mr. Hoffman noted it would be a relatively short meeting prior to the POA meeting. If they continue the meeting rather than adjourning do they have the option?
  - Ms. Buchanan noted she believes they do, but it would still require meeting minutes and staff attendance to some degree.
  - Discussion followed on continuing the meeting to meet with the POA.

**TENTH ORDER OF BUSINESS**

**Adjournment**

On MOTION by Mr. Kemmish seconded by Mr. Raybuck, with all in favor, the meeting was continued to April 25, 2018 at 4:00 p.m.

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Janice Eggleton Davis  
Secretary

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Howard Hoffman  
Chairman

# MINUTES



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

The recessed meeting of the Board of Supervisors of the Marshall Creek Community Development District held on April 18, 2018 was reconvened on April 25, 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 / POA President
Kirk Kemmish	Assistant Secretary
Scott Raybuck	Assistant Secretary
Jeff Riley	Assistant Secretary

Also present were:

Bob Stevens	Palencia POA Board Member
Laurelle Zamparelli	Palencia POA Board Member
Mary Pat Stritof	Palencia POA Board Member
Janice Davis	District Manager
Helen Ciesla	Operations Manager
Walter O'Shea	Hines

*The following is a summary of the discussions and actions taken at the April 25, 2018 Marshall Creek Board of Supervisors meeting.*

**FIRST ORDER OF BUSINESS**

**Roll Call**

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

Dr. Entman called the POA meeting to order and the Board members identified themselves for the record.

**SECOND ORDER OF BUSINESS**

**Joint Discussion**

- Mr. O'Shea addressed the property management services provided by Hines Palencia Property Management [HPPM] noting they have been fighting an uphill battle on two fronts. They have finished and transitioned from the development

work and are finishing up the final sales. The property management team was set up at this project to facilitate the development and sales and to protect the value the partnership had and the land to make sure there was a quality standard that they were happy with as it related to the development project. It is not set up as a traditional market sustainable program. With a full onsite staff we have operated it more or less as a break even type of situation for many years. As the Board has transitioned and Board members are looking for more of a traditional structure, we have found ourselves in a pinch point of wanting to provide the level of service the way Hines traditionally does in the commercial real estate world and this structure not being set up to facilitate that well. We have been having ongoing discussions with Mr. Hoffman and over the past couple of years we have made some adjustments to staffing and made some adjustments to budgets to try to accommodate that and we have found that we are really not able to get staffing levels down to help facilitate the communities desire to be more effective from a cost point. That is the long and short way of saying we have made the decision to start the transition out of the property management services at Palencia. What we did not want to happen is getting to the renewal date of the contract and have one or the other Board say lets bid the work, have proposals come in and be under the gun to try to make the transition occur. There are 18 years of experience in terms of management of the project, and we want to make sure we can facilitate an orderly transition for both Boards. What we have proposed and would propose is trying to target the next seven months to facilitate the transition; roughly looking at a December 1 date as the last day of operations of HPPM and the first day of operations for the new firm. The timeframe we have talked about is having a scope of work together by July 1<sup>st</sup> to allow for it to be bid out to prospective firms with the hope of having someone selected by October 1<sup>st</sup> leaving 60 days to allow for training, the transfer of information, so when a new firm comes on board they would be able to hit the ground running and minimize the disruption to the community. It has been an amazing experience for us as an organization to one, be able to develop Palencia and two, to be able to serve on behalf of the residents. It has been a unique relationship. I cannot think of another situation where you have a developer that finishes up control of the Boards and has resident Boards

that continue to engage that company for property management services. That is a testament to Hines' staff in terms of the level of professionalism and commitment they have shown that the POA and CDD Boards have continued over the years to say we want you to stay in place. Normally the developer gets run out of town at the transition of the project. It has been a unique relationship we have been able to enjoy and something that we are extremely appreciative of, but we do not want it to end on a bad note and would rather have a transition happen in a way that is orderly and does not put the community and residents in a bad light, nor do we want to leave in a bad light. That is the long and short of what we wanted to be able to talk to you about today.

- Mr. Hoffman noted I would second, on behalf of the CDD Board, that you have done a fantastic job for us. Everybody in your office, and Dan Jones when he was here, has made the community what it is and we are appreciative of that. You will be a hard act to follow.
- Mr. Dennis Martin asked as far as the employees go are you taking them to Markland? Are their jobs going to be in jeopardy?
  - Mr. O'Shea responded we have other property management assignments; Markland and the St. Johns Town Center primarily are the major ones. We do think several of the team members will continue on in a property management capacity, but unfortunately probably not all of them. There may be things that change between now and then; seven months is a long time. Hines is always looking to find new business and do new things. We are hopeful that might change. We buy buildings and properties all the time and the property management teams sometimes will go with the new property management firm.
- An unidentified speaker addressed the ARB noting Hines is still in control of it. She inquired if they would maintain control of it after they leave?
  - Mr. O'Shea responded the concern he has mostly is the new home construction. There are a couple of things, one being he has to talk with the attorney about how long a developer can maintain control of the ARB.

He does not know if it is a perpetuity thing or if there is some trigger that requires a transition of it.

- Mr. O'Shea outlined the ARB noting it is a complicated project and a complicated community for new construction. They would like to keep the two gentlemen who have been on the Board with Ms. Grossman for ten years in place.
- Dr. Entman noted he can say on the behalf of the POA and as a resident that Palencia would not be Palencia if it had not been for Mr. O'Shea. Mr. O'Shea has been here since the day Palencia was born until today. He was President of the POA forever, and either the Chairman of the CDD or on the CDD Board, or part of the CDD forever, and what they have here today is a result of his efforts as implemented by Mr. Jones and Ms. Grossman, and then Ms. Ciesla and Ms. April Day-Wolff, Ms. Heath, Donna and Ms. Vinelle Miller, but Mr. O'Shea is the guy who has made them what they are. Unfortunately Mr. O'Shea wants to do it again somewhere else and is not going to stay here. They are going to miss him.
- Thank you for being Walt. [Applause]
- Mr. O'Shea stated thank you, but it really is not about me. We have had an incredible team on the property management side, the development, the design, it is really has been a great team effort. There has been 30 or 40 different Hines team members, not to mention the consultants who have been a part of all of this and the Board members who give their time to do this. It has been a great team effort and will continue to be. Palencia is a wonderful place and is in great hands. We just want to make sure this transition happens in a way that it is done thoughtfully and carefully rather than having to rush through the process and ending up with an inferior outcome.
- Dr. Entman addressed a couple of thoughts along that line noting there are a myriad of companies that would be interested in managing the community, but there are some that are better than others. They are fortunate in having one of their team members, Mr. Bob Stevens, who is the President of Vesta Community Management which is a company that manages communities in Florida. Because he is on the Board and lives in Palencia, he is not interested in having his

- company manage our community. There are no inside dealings here, but Mr. Stevens knows the management companies in the State of Florida. Mr. O'Shea knows a couple of community property managers, Mr. Stevens knows them all. He proposed they work with Mr. Stevens to get a good list of quality community management companies that they can send a proposal to have them look at the property. They are a community, but they have their unique features. They cannot accept a cookie cutter proposal because they are a little bit different. The first step would be to identify some eligible companies and while they wait on HPPM's scope of work they can prepare a much narrower scope of work that they can use to talk to companies to get some idea of where they are going and whether they will be required by law to put it out as a formal request for proposal if it exceeds a certain dollar amount.
- Mr. Hoffman noted he would second this thought, as the CDD moves incredibly slowly because of the restrictions they have. It takes them forever to do things and he is not comfortable doing nothing before the Hines scope is done in July. If they can do some preliminary information gathering, it would tremendously helpful and then when the scope of work is done they can put together what they have learned about companies who might be interested, what it might cost and what other approaches there might be and then they can make the hard decisions about what specifically they ask for from companies and whether an RFP is needed.
  - Mr. Stevens inquired if it has been decided that the community, because these are two separate legal entities, has to have the same company for both. There are companies that specialize in just the POA and some that handle the amenities as a specialty. Is it something they want to explore?
    - Mr. Hoffman noted from his standpoint nothing has been decided and they should explore all options. As a resident one of the great things they have is an office where a resident can go in with any problem and they will address it and not say here is an 800 number to call Orlando or this is a POA or this is a CDD problem. They have one common source of resolving things. He sees some advantages, but he is open to anything.

- Dr. Entman inquired along this line, when they contact a management company to come out, Mr. Hoffman will speak to them on behalf of the CDD and he will speak to them on behalf of the POA, but to be sure there is no violation of the Sunshine Law, they will want to notice the meetings. Is the notice a five or seven day requirement.
  - Ms. Davis noted she believes it is seven days.
  - Ms. Buchanan noted a notice for a regular Board meeting is seven days. On a workshop there is more flexibility and they should shoot for seven days, but they will have to play it by ear.
  - Dr. Entman noted they will be noticing the meetings through Ms. Davis. It will be more efficient if the company coming does both sides for them to talk to them together.
- Mr. Hoffman noted he does not see a drawback to having the same company other than the POA can move a lot faster than the CDD. The CDD may hold up the POA while they can make a decision.
- A resident inquired as to the responsibilities of the POA and CDD with regard to property management.
  - Dr. Entman referred the resident to the Palencia Online website where there is a complete description. The CDD owns everything in Palencia that the residents do not own. That would be all non-residential, non-commercial property and is responsible for the maintenance of landscaping, the running of the amenity centers, tennis courts and programs. The POA is responsible for three main functions - Litestream which expires in December, the ARB, and enforcement of the Covenants. The POA owns nothing - no buildings, no real estate, no carts and has no employees.
- A resident inquired how the POA would use the management company.
  - Dr. Entman noted somebody has to review the residences to determine if lawns are being maintained and if the list of Covenants are being maintained.

- Mr. Kemmish addressed a group of residents that had raised questions about the POA and CDD and cost effectiveness. They looked at other property management firms, they bid out landscaping, and one of the things he was impressed with is Ms. Davis' firm does both at Fleming Island Plantation, which is similar to Palencia. He noted it is possible from an efficiency standpoint that it could be done. It is worth some people going out and having a tour by the manager as he was impressed with how they were operating within the community and the job they were doing.
- Dr. Entman noted once they get the list and start to get proposals they will examine the proposals and part of the due diligence will be visiting the communities managed by those submitted proposals. Another part of the due diligence will be Mr. Hoffman and Mr. Entman calling the POA Presidents and CDD Chairpersons to ask about the companies.
- Mr. O'Shea noted ultimately the RFP's are going to be the Board's RFPs. Ms. Ciesla and team will help, but ultimately each Board is going to have to say this is the scope of services we want to buy. You might want to talk to some of the communities.
- Ms. Stritof inquired if they can put together a sub-committee of Board members to do the process and develop the RFP.
  - Dr. Entman noted the POA is simple and what they will have is some piece of the ARB and the Covenant enforcement. It is the CDD that is much more complicated. The CDD can come up with a short scope of work that will let them go to some of the vendors to get proposals and then they can do site visits.
- Mr. Hoffman noted he has been going to the meetings for 12 years and he does not understand how other communities work and he is not sure he understands everything they do at HPPM. He needs to educate himself before he could be a worthwhile committee member. It would behoove them to do some informal data gathering immediately so they can react intelligently once they get the scope of work.

- Mr. Kemmish noted the legal question and it is raised all the time - why is there a CDD and a POA. Is there some efficiency that can be gained legally within the confines of limiting two different organizations?
- Ms. Stritof noted the reason she asked about sub-committees is she does not think it is efficient for each of them to be independently contacting the same people. There needs to be some structure around it.
  - Dr. Entman noted the sub-committee cannot have more than one CDD Board member and no more than two POA members which limits the ability to have a sub-committee. Once they get some initial feedback from the management companies then they will look at assigning some to do some of the work.
- Mr. Stevens noted he does not want to operate in a vacuum. Dr. Entman has offered him up, but if they have experience with management companies, bring them to the Board and they will put them on the list. He does not want to create the list without input from others if they have strong opinions. He noted when Dr. Entman says proposal he thinks he means they need to develop the list of likely candidates and contact them to see their level of interest, then they can do work such as having them tour the community or touring their communities. Until they get the information from Ms. Ciesla and her team, it is not fair to ask for anything from a management company with regard to a proposal until they firm up what the RFP is.
- Mr. Hoffman noted they certainly cannot ask for anything concrete, such as a number. He noted he comes with prejudice as he would like to have an office onsite as part of the deal, but there might be alternatives to doing it.
- Mr. Martin addressed the Committee Mr. Kemmish was talking about noting he personally knows Ms. Annie Marks who owns MAY Management Services. They do HOA's and CDD's and would put somebody onsite. They would be somebody to check into.
- Discussion continued on management services and RFPs with Ms. Buchanan noting since it is a management contract it is not subject to the same statutory



restrictions that a landscape maintenance contract would have for a formal bid process.

**THIRD ORDER OF BUSINESS**

**Supervisors' Requests**

- Mr. Kemmish addressed Shannon / Regalo Road noting the County is putting up every roadblock they can think of so it is not anything that is going to be happening soon.

**FOURTH ORDER OF BUSINESS**

**Public Comment**

- Mr. Hoffman inquired if there were any comments for the CDD.
- Hearing none, the next order of business followed.

**FIFTH ORDER OF BUSINESS**

**Adjournment**

There being no further business,

On MOTION by Mr. Kemmish seconded by Mr. Raybuck,  
with all in favor, the CDD meeting was adjourned.

---

Janice Eggleton Davis  
Secretary

---

Howard Hoffman  
Chairman

## **Fourth Order of Business**

**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: 49

Subject: Professional Services from March 1, 2018 to March 31, 2018  
(See Attached Invoice #39671)

B Name of Payee: Prosser, Inc.  
13901 Sutton Park Drive S.  
Suite 200  
Jacksonville, FL 32224

C Amount Payable: \$2,049.00

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





April 11, 2018  
 Project No: 100101.73  
 Invoice No: 39671

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 March 1, 2018 to March 31, 2018

Expenses

**Reimbursable Expenses**

Permits			364.00	
	<b>Total Reimbursables</b>	<b>1.0 times</b>	<b>364.00</b>	<b>364.00</b>
		<b>Total this Task</b>		<b>\$364.00</b>

Task 4: Bidding & Construction

**Professional Personnel**

	<b>Hours</b>	<b>Rate</b>	<b>Amount</b>	
Principal	2.00	160.00	320.00	
Construction Project Manager	13.00	105.00	1,365.00	
Totals	15.00		1,685.00	
<b>Total Labor</b>				<b>1,685.00</b>
		<b>Total this Task</b>		<b>\$1,685.00</b>

**Total this Invoice \$2,049.00**

**Outstanding Invoices**

<b>Number</b>	<b>Date</b>	<b>Balance</b>
39509	3/12/2018	1,425.00
<b>Total</b>		<b>1,425.00</b>

## **Fifth Order of Business**

**MARSHALL CREEK**  
Community Development District

***Annual Operating and Debt Service Budget***  
**Fiscal Year 2019**

Version 1 - Proposed Budget:  
General Fund Only -5/10/2018

Prepared by:





# MARSHALL CREEK

Community Development District

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## Table of Contents

	<u>Page #</u>
<b><u>OPERATING BUDGET</u></b>	
General Fund	
Summary of Revenues, Expenditures and Changes in Fund Balances .....	1-9
Exhibit A - Allocation of Fund Balances .....	10
Budget Narrative .....	11-34
<b><u>SUPPORTING BUDGET SCHEDULES</u></b>	
Comparison of Non-Ad Valorem Assessment Rates FY 2018 vs. FY 2019 .....	35-36

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**MARSHALL CREEK**  
Community Development District

**Operating Budget**  
Fiscal Year 2019

**MARSHALL CREEK**

Community Development District

General Fund

**Summary of Revenues, Expenditures and Changes in Fund Balances**  
Fiscal Year 2019 Proposed Budget

ACCOUNT DESCRIPTION	ACTUAL	ACTUAL	ADOPTED	ACTUAL	PROJECTED	TOTAL	ANNUAL
	FY 2016	FY 2017	BUDGET	THRU	MAR	PROJECTED	BUDGET
			FY 2018	FEB-2018	SEPT-2018	FY 2018	FY 2019
<b>REVENUES</b>							
Interest - Investments	\$ 5,291	\$ 7,397	\$ 12,000	\$ 4,997	\$ -	\$ 4,997	\$ 12,000
Shared Rev - Other Local Units	261,912	297,793	418,857	418,858	-	418,858	470,878
Interlocal Agreement - Other	280,220	310,955	356,097	148,374	207,723	356,097	356,097
FEMA Revenue	-	-	-	-	875,000	875,000	-
Other Physical Environment Rev	-	-	15,000	2,000	37,898	39,898	15,000
S/F Program Fees	37,123	47,174	37,000	1,580	35,420	37,000	37,000
S/F Swimming Program Fees	3,945	8,641	2,000	-	2,000	2,000	2,000
S/F Activity Fees	152	1,586	200	400	400	800	200
S/F Other Revenues	1,330	-	1,750	-	1,750	1,750	1,750
S/F Rental Fees	2,700	1,960	2,000	1,700	300	2,000	2,500
S/F Snack Bar Revenue	-	-	-	-	-	-	500
Tennis Merchandise Sales	9,341	12,951	14,000	4,447	9,553	14,000	14,000
Tennis Special Events&Socials	-	-	1,500	-	1,000	1,000	1,000
Tennis Lessons & Clinics	118,448	150,878	118,000	70,693	79,307	150,000	150,000
Tennis Ball Machine Rental Fee	2,311	3,282	4,000	1,440	2,060	3,500	3,500
Tennis Membership	39,704	22,472	26,000	30,655	5,345	36,000	40,000
Tennis Drinks & Snacks	308	363	500	-	-	-	-
Interest - Tax Collector	946	948	-	261	-	261	-
Special Assmnts- Tax Collector	2,790,744	3,080,374	3,212,063	2,874,798	337,265	3,212,063	3,358,278
Special Assmnts- CDD Collected	189,130	29,582	12,399	1,033	-	1,033	12,399
Special Assmnts- Delinquent	25,277	11,668	-	12,659	-	12,659	-
Special Assmnts- Discounts	(78,754)	(99,576)	(96,362)	(106,721)	-	(106,721)	(100,748)
Allowance Uncollected Assem.	-	-	(25,000)	-	-	-	(25,000)
Sale of Surplus Equipment	5,400	-	-	-	-	-	-
Other Miscellaneous Revenues	3,289	1,512	1,100	9,842	1,000	10,842	1,100
Gate Bar Code/Remotes	2,955	3,580	2,200	1,398	1,000	2,398	3,200
Impact Fee	51,226	41,003	30,000	13,900	10,000	23,900	30,000

# MARSHALL CREEK

Community Development District

General Fund

## Summary of Revenues, Expenditures and Changes in Fund Balances Fiscal Year 2019 Proposed Budget

ACCOUNT DESCRIPTION	ACTUAL	ACTUAL	ADOPTED	ACTUAL	PROJECTED	TOTAL	ANNUAL
	FY 2016	FY 2017	BUDGET FY 2018	THRU FEB-2018	MAR SEPT-2018	PROJECTED FY 2018	BUDGET FY 2019
Billback - PPOA	100	25	-	-	-	-	-
Billback - Developer	1,891	708	-	-	-	-	-
Billback - Projects	100	-	-	-	-	-	-
<b>TOTAL REVENUES</b>	<b>3,755,089</b>	<b>3,935,276</b>	<b>4,145,304</b>	<b>3,492,314</b>	<b>1,607,021</b>	<b>5,099,335</b>	<b>4,385,654</b>

### EXPENDITURES

#### Administrative

P/R-Board of Supervisors	5,460	6,783	6,500	2,159	4,341	6,500	6,500
ProfServ-Arbitrage Rebate	1,200	1,200	1,200	-	1,200	1,200	1,200
ProfServ-Dissemination Agent	2,000	5,000	3,000	-	3,000	3,000	3,000
ProfServ-Engineering	10,417	39,536	20,000	17,493	2,507	20,000	20,000
ProfServ-Legal Services	86,284	98,326	75,000	20,949	54,051	75,000	75,000
ProfServ-Mgmt Consulting Serv	49,072	55,000	58,000	24,167	33,833	58,000	60,320
ProfServ-Special Assessment	9,230	11,000	12,000	12,000	-	12,000	12,480
ProfServ-Trustee	8,108	10,982	11,400	-	11,400	11,400	11,400
Auditing Services	3,725	3,725	3,725	-	3,725	3,725	3,725
Postage and Freight	3,141	4,226	3,500	1,520	1,980	3,500	3,500
Insurance - General Liability	24,046	23,150	25,465	21,652	3,813	25,465	28,012
Printing and Binding	3,661	3,530	4,000	1,007	2,993	4,000	4,000
Legal Advertising	4,132	2,536	3,000	208	2,792	3,000	3,000
Miscellaneous Services	12,701	29,127	6,000	3,306	2,694	11,000	6,000
Misc-Assessmnt Collection Cost	31,788	33,528	64,269	55,615	8,654	64,241	67,131
<b>Shared Exp - Other Local Units</b>	<b>359,027</b>	<b>456,878</b>	<b>473,434</b>	<b>473,433</b>	<b>-</b>	<b>473,433</b>	<b>465,224</b>
Office Supplies	347	424	500	193	307	500	500
Annual District Filing Fee	175	175	175	175	-	175	175
<b>Total Administrative</b>	<b>614,514</b>	<b>785,126</b>	<b>771,168</b>	<b>633,877</b>	<b>137,290</b>	<b>776,139</b>	<b>771,167</b>

# MARSHALL CREEK

Community Development District

General Fund

## Summary of Revenues, Expenditures and Changes in Fund Balances Fiscal Year 2019 Proposed Budget

ACCOUNT DESCRIPTION	ACTUAL	ACTUAL	ADOPTED	ACTUAL	PROJECTED	TOTAL	ANNUAL
	FY 2016	FY 2017	BUDGET FY 2018	THRU FEB-2018	MAR SEPT-2018	PROJECTED FY 2018	BUDGET FY 2019
<b>Other Public Safety</b>							
Payroll - Benefit	2,262	3,717	6,883	3,512	3,371	6,883	6,915
Payroll - Engineering	24,478	33,677	34,875	12,766	21,461	34,227	38,349
Payroll - Gate Maintenance	1,243	1,502	3,058	673	1,100	1,773	3,058
Payroll - Billback	269	139	-	-	-	-	-
Contracts-Security Services	243,017	260,198	290,249	117,634	172,615	290,249	264,272
Contracts-Roving Patrol	38,594	34,790	42,900	17,875	25,025	42,900	42,900
R&M-Gate	18,706	51,557	20,000	25,550	50,000	75,550	20,000
Misc-Bar Codes	4,091	4,074	3,100	1,023	2,050	3,073	4,100
Cap Outlay-Machinery and Equip	-	-	-	7,693	-	7,693	-
<b>Total Other Public Safety</b>	<b>332,660</b>	<b>389,654</b>	<b>401,065</b>	<b>186,726</b>	<b>275,622</b>	<b>462,348</b>	<b>379,594</b>
<b>Field</b>							
Payroll - Benefit	1,842	3,145	5,056	2,831	2,225	5,056	5,107
Payroll - Engineering	20,422	26,504	26,354	10,203	16,218	26,421	29,108
Payroll - Billback	369	136	-	-	-	-	-
Utility - Water & Sewer	1,500	2,974	2,000	-	2,000	2,000	2,000
Lease - Land	1,893	1,918	2,000	-	2,000	2,000	2,000
R&M-Bike Paths & Asphalt	658	-	2,500	-	2,500	2,500	2,500
R&M-Boardwalks	7,161	7,416	57,720	1,134	6,586	7,720	7,720
R&M-Buildings	10,759	13,425	10,000	4,229	5,771	10,000	10,000
R&M-Electrical	14,899	12,497	12,500	5,967	6,533	12,500	12,500
R&M-Fountain	4,357	3,663	4,000	3,944	56	4,000	4,000
R&M-Mulch	1,318	600	3,489	-	3,489	3,489	3,489
R&M-Roads & Alleyways	18,822	16,818	36,886	13,994	22,892	36,886	35,000
R&M-Sidewalks	19,759	21,932	20,000	6,652	13,348	20,000	20,000
R&M-Signage	919	7,845	8,000	1,142	6,858	8,000	8,000
Miscellaneous Services	2,645	-	-	-	-	-	-
Cap Outlay-Machinery and Equip	-	-	-	-	-	-	78,000
FEMA Boardwalk Expense	-	-	-	-	1,000,000	1,000,000	-
<b>Total Field</b>	<b>137,202</b>	<b>118,873</b>	<b>190,505</b>	<b>50,096</b>	<b>1,090,476</b>	<b>1,140,572</b>	<b>219,424</b>

**MARSHALL CREEK**

Community Development District

General Fund

**Summary of Revenues, Expenditures and Changes in Fund Balances**  
Fiscal Year 2019 Proposed Budget

ACCOUNT DESCRIPTION	ACTUAL	ACTUAL	ADOPTED	ACTUAL	PROJECTED	TOTAL	ANNUAL
	FY 2016	FY 2017	BUDGET FY 2018	THRU FEB-2018	MAR SEPT-2018	PROJECTED FY 2018	BUDGET FY 2019
<b>Landscape</b>							
Payroll-Salaries	149,236	191,320	185,079	71,485	113,894	185,379	201,591
Payroll-Other	3,725	10,837	12,000	6,160	1,840	8,000	12,000
Payroll-Administration	-	-	9,048	1,760	5,568	7,328	6,535
Payroll-Benefits	58,143	54,577	83,790	36,551	36,551	73,102	66,352
Payroll-General Staff	67,146	76,042	75,726	31,786	43,940	75,726	97,222
Payroll-Irrigation Staff	47,997	54,875	60,840	22,921	37,919	60,840	63,222
Payroll-IPM Staff	70,655	49,633	112,320	25,976	57,070	83,046	91,931
Payroll-Equipment Mechanic	21,808	20,193	26,000	6,164	16,000	22,164	27,272
Payroll - Billback	626	250	-	-	-	-	-
Payroll Taxes	25,630	27,912	40,955	11,558	20,991	32,549	34,391
ProfServ-Info Tchnology	-	-	-	-	-	-	1,000
Communication-Telephone	-	-	5,000	-	500	500	800
Utility - Cable TV Billing	-	-	960	320	600	920	3,520
Electricity - General	10,413	13,328	6,000	2,296	3,704	6,000	6,000
Utility - Refuse Removal	11,343	26,616	13,500	3,311	10,189	13,500	13,500
Utility - Water & Sewer	-	-	3,360	72	3,288	3,360	3,360
Rentals - General	1,866	3,120	1,500	943	557	1,500	1,500
R&M-Buildings	-	-	3,900	76	3,824	3,900	2,000
R&M-Equipment	16,072	12,357	30,000	5,921	24,079	30,000	30,000
R&M-Grounds	45,903	43,438	53,729	16,472	37,257	53,729	53,729
R&M-Irrigation	45,467	17,761	21,000	9,820	11,180	21,000	21,000
R&M-Mulch	74,381	42,654	79,360	39,226	40,134	79,360	79,360
R&M-Pump Station	19,971	34,669	20,000	-	20,000	20,000	15,000
R&M-Trees and Trimming	8,492	25,280	11,200	2,900	8,300	11,200	13,495
Misc-Employee Meals	2,869	3,137	10,090	482	9,608	10,090	7,000

# MARSHALL CREEK

Community Development District

General Fund

## Summary of Revenues, Expenditures and Changes in Fund Balances Fiscal Year 2019 Proposed Budget

ACCOUNT DESCRIPTION	ACTUAL	ACTUAL	ADOPTED	ACTUAL	PROJECTED	TOTAL	ANNUAL
	FY 2016	FY 2017	BUDGET FY 2018	THRU FEB-2018	MAR SEPT-2018	PROJECTED FY 2018	BUDGET FY 2019
Billback - Developer	198	28	-	-	-	-	-
Office Equipment	-	-	2,400	-	-	-	4,000
Op Supplies - General	10,896	13,275	16,000	25,847	12,000	37,847	19,000
Op Supplies - Uniforms	2,815	1,644	7,408	1,643	5,765	7,408	7,408
Op Supplies - Fuel, Oil	11,207	7,886	12,500	5,633	6,867	12,500	12,500
Impr - Landscape	22,541	73,927	70,000	31,439	38,561	70,000	57,452
Cap Outlay-Machinery and Equip	65,542	67,432	63,300	44,914	18,386	63,300	67,977
Reserve - Landscaping	89,760	-	-	-	-	-	-
<b>Total Landscape</b>	<b>884,702</b>	<b>872,191</b>	<b>1,036,965</b>	<b>405,676</b>	<b>588,572</b>	<b>994,248</b>	<b>1,020,117</b>
<b>Utilities</b>							
Electricity - Streetlighting	73,532	81,141	67,000	34,520	41,178	75,698	82,356
Utility - Water & Sewer	2,151	2,351	3,600	1,334	2,266	3,600	3,600
R&M-Lake	46,586	55,208	53,080	23,660	29,548	53,208	53,080
<b>Total Utilities</b>	<b>122,269</b>	<b>138,700</b>	<b>123,680</b>	<b>59,514</b>	<b>72,992</b>	<b>132,506</b>	<b>139,036</b>
<b>Operation &amp; Maintenance</b>							
Payroll-Shared Personnel	260,567	266,778	356,097	148,374	207,723	356,097	356,097
Payroll-Engineering	-	456	-	-	-	-	-
ProfServ-Field Management	148,087	169,296	232,060	94,585	134,687	229,272	229,272
Travel and Per Diem	245	407	400	143	257	400	400
Communication - Telephone	782	845	2,100	300	1,800	2,100	2,100
Postage and Freight	540	413	900	31	50	81	100
R&M-Vehicles	7,679	7,878	6,000	1,816	4,184	6,000	6,000
Printing and Binding	2,640	4,846	4,500	1,205	3,295	4,500	4,500
Misc-Connection Computer	1,453	1,378	3,700	1,009	2,691	3,700	3,700
Billback Expenses Developer	91	1,063	-	-	-	-	-
Office Supplies	740	1,107	1,500	678	822	1,500	1,500
Op Supplies - General	5,112	5,252	7,200	3,989	3,211	7,200	7,200
OP-Supplies – Buildings	-	-	300	-	300	300	300
<b>Total Operation &amp; Maintenance</b>	<b>427,936</b>	<b>459,719</b>	<b>614,757</b>	<b>252,130</b>	<b>359,020</b>	<b>611,150</b>	<b>611,169</b>

# MARSHALL CREEK

Community Development District

General Fund

## Summary of Revenues, Expenditures and Changes in Fund Balances Fiscal Year 2019 Proposed Budget

ACCOUNT DESCRIPTION	ACTUAL	ACTUAL	ADOPTED	ACTUAL	PROJECTED	TOTAL	ANNUAL
	FY 2016	FY 2017	BUDGET FY 2018	THRU FEB-2018	MAR SEPT-2018	PROJECTED FY 2018	BUDGET FY 2019
<b><i>Parks and Recreation - General</i></b>							
ProfServ-Mgmt Consulting Serv	15,349	20,000	21,000	8,750	12,250	21,000	21,840
Insurance -Property & Casualty	56,597	65,357	83,143	31,734	51,409	83,143	83,143
<b>Total Parks and Recreation - General</b>	<b>71,946</b>	<b>85,357</b>	<b>104,143</b>	<b>40,484</b>	<b>63,659</b>	<b>104,143</b>	<b>104,983</b>
<b><i>Swim &amp; Fitness Clubhouse</i></b>							
Contracts-Misc Labor	2,408	2,551	4,000	956	3,044	4,000	4,000
Contracts-Outside Fitness	-	12,358	5,000	2,800	2,700	5,500	10,000
R&M-Buildings	1,247	2,970	9,000	144	8,856	9,000	22,770
R&M-Equipment	4,458	83	5,000	-	5,000	5,000	5,000
Misc-Special Events	2,867	2,975	4,000	290	4,700	4,990	15,000
Cap Outlay-Machinery and Equip	-	-	3,500	-	3,500	3,500	3,500
<b>Total Swim &amp; Fitness Clubhouse</b>	<b>10,980</b>	<b>20,937</b>	<b>30,500</b>	<b>4,190</b>	<b>27,800</b>	<b>31,990</b>	<b>60,270</b>
<b><i>Swimming Pool</i></b>							
Payroll-Salaries	33,780	47,945	52,149	19,825	32,092	51,917	60,042
Payroll-Hourly	54,908	51,552	41,000	10,415	30,585	41,000	63,855
Payroll-Lifeguards	19,946	25,036	35,200	-	35,200	35,200	38,000
Payroll-Benefits	11,227	21,753	26,854	13,410	16,526	29,936	31,415
Payroll-Engineering	17,123	24,884	31,410	10,190	19,330	29,520	29,108
Payroll-Janitor	7,857	6,760	8,200	3,306	3,194	6,500	8,000
Payroll-Billback	58	-	-	-	-	-	-
Payroll Taxes	8,022	10,172	10,718	2,624	7,925	10,549	13,189
ProfServ-Info Technology	977	294	1,800	210	1,590	1,800	6,300
ProfServ-Swim Pool Commission	1,852	9,385	2,500	428	1,372	1,800	1,800
Contracts-Landscape	94	3,055	3,500	-	3,500	3,500	3,500
Travel and Per Diem	204	188	700	23	477	500	500
Communication - Telephone	7,256	5,474	8,000	4,679	4,321	9,000	8,400



**MARSHALL CREEK**

Community Development District

General Fund

**Summary of Revenues, Expenditures and Changes in Fund Balances**  
Fiscal Year 2019 Proposed Budget

ACCOUNT DESCRIPTION	ACTUAL	ACTUAL	ADOPTED	ACTUAL	PROJECTED	TOTAL	ANNUAL
	FY 2016	FY 2017	BUDGET	THRU	MAR	PROJECTED	BUDGET
	FY 2016	FY 2017	FY 2018	FEB-2018	SEPT-2018	FY 2018	FY 2019
Utility - Cable TV Billing	-	-	-	-	-	-	1,624
Utility - General	45,303	45,425	55,000	23,505	28,495	52,000	57,000
Utility - Refuse Removal	1,223	1,736	1,500	678	1,122	1,800	2,000
R&M-Buildings	31,723	20,480	15,000	10,717	4,283	15,000	30,000
R&M-Pools	91,357	139,674	89,800	38,359	51,441	89,800	30,000
R&M-Vehicles	-	-	500	-	500	500	500
Advertising	1,320	1,330	2,640	550	950	1,500	1,800
Miscellaneous Services	-	-	1,500	44	1,500	1,544	1,500
Misc-Employee Meals	2,750	3,555	4,000	280	4,000	4,280	3,770
Misc-Training	940	600	2,000	-	2,000	2,000	3,000
Misc-Licenses & Permits	1,458	30	1,600	37	1,600	1,637	2,000
Office Supplies	1,168	3,124	1,600	380	1,220	1,600	1,750
Cleaning Supplies	1,091	846	2,500	198	1,802	2,000	2,000
Office Equipment	59	2,001	2,000	397	1,603	2,000	2,500
Snack Bar Expenses	-	-	-	-	-	-	1,500
Op Supplies - Spa & Paper	975	233	2,000	717	1,283	2,000	2,250
Op Supplies - Uniforms	700	1,525	2,500	-	2,500	2,500	2,500
Op Supplies - Summer Camp	12,158	14,639	16,000	1,185	14,815	16,000	16,000
Subscriptions and Memberships	362	1,182	800	-	1,200	1,200	1,200
Cap Outlay-Machinery and Equip	3,299	771	5,000	155	4,845	5,000	135,000
Cap Outlay - Pool Furniture	1,477	988	8,000	8,953	100	9,053	18,000
<b>Total Swimming Pool</b>	<b>360,667</b>	<b>444,637</b>	<b>435,971</b>	<b>151,265</b>	<b>281,371</b>	<b>432,636</b>	<b>580,003</b>
<b>Tennis Court</b>							
Payroll-Salaries	117,306	114,389	122,570	46,903	73,097	120,000	122,500
Payroll-Hourly	34,246	38,326	36,000	14,470	21,530	36,000	36,000
Payroll-Benefits	23,041	22,168	23,557	14,517	9,040	23,557	28,346
Payroll-Engineering	12,842	18,663	34,853	7,061	15,294	22,355	23,831
Payroll-Commission	103,543	129,413	103,000	54,563	75,437	130,000	135,000
Payroll-Janitor	158	-	-	-	-	-	-

# MARSHALL CREEK

Community Development District

General Fund

## Summary of Revenues, Expenditures and Changes in Fund Balances Fiscal Year 2019 Proposed Budget

ACCOUNT DESCRIPTION	ACTUAL	ACTUAL	ADOPTED	ACTUAL	PROJECTED	TOTAL	ANNUAL
	FY 2016	FY 2017	BUDGET FY 2018	THRU FEB-2018	MAR SEPT-2018	PROJECTED FY 2018	BUDGET FY 2019
Payroll Taxes	19,275	20,875	19,920	8,008	13,010	21,018	23,026
ProfServ-Administrative	-	-	1,000	-	1,000	1,000	1,000
ProfServ-Info Technology	5,207	6,086	6,000	3,991	2,509	6,500	7,000
Contracts-Janitorial Services	1,795	6,000	6,000	2,500	3,500	6,000	6,000
Communication - Telephone	5,914	6,783	5,500	2,696	3,304	6,000	6,000
Utility - Cable TV Billing	1,622	1,776	1,400	329	1,400	1,729	1,738
Electricity - General	12,777	14,474	13,000	6,154	8,346	14,500	14,500
Utility - Refuse Removal	1,214	1,736	1,100	846	654	1,500	1,800
Utility - Water & Sewer	2,881	1,188	1,500	445	1,055	1,500	1,500
Rental/Lease - Vehicle/Equip	1,689	1,585	1,700	660	1,040	1,700	1,700
R&M-General	3,813	5,924	6,000	2,364	3,636	6,000	6,000
R&M-Court Maintenance	12,693	15,155	12,000	8,360	4,640	13,000	12,000
R&M-Vandalism	-	-	500	-	500	500	500
Printing and Binding	140	1,169	1,500	-	1,000	1,000	1,000
Advertising	1,320	1,320	1,500	550	950	1,500	1,500
Misc-Employee Meals	1,215	1,657	1,900	218	1,900	1,682	1,900
Misc-Special Events	285	283	1,000	537	463	1,000	1,000
Misc-Training	-	-	500	192	308	500	500
Misc-Licenses & Permits	-	187	250	-	250	250	250
Office Supplies	3,147	3,056	3,000	1,151	1,849	3,000	3,000
Office Equipment	51	780	3,000	38	2,962	3,000	3,000
Teaching Supplies	3,146	3,821	3,000	1,603	1,397	3,000	3,000
Op Supplies - Uniforms	438	195	500	177	323	500	500
COS - Start Up Inventory	6,550	10,998	14,000	3,876	8,124	12,000	10,000
Subscriptions and Memberships	530	590	800	590	210	800	800
Cap Outlay-Machinery and Equip	5,411	5,231	10,000	-	3,300	3,300	45,000
Reserve - Tennis Court	6,300	-	-	6,700	-	6,700	-
<b>Total Tennis Court</b>	<b>388,549</b>	<b>433,828</b>	<b>436,550</b>	<b>189,499</b>	<b>262,028</b>	<b>451,091</b>	<b>499,891</b>
<b>TOTAL EXPENDITURES</b>	<b>3,351,425</b>	<b>3,749,022</b>	<b>4,145,304</b>	<b>1,973,457</b>	<b>3,158,830</b>	<b>5,136,823</b>	<b>4,385,654</b>

# MARSHALL CREEK

Community Development District

General Fund

## Summary of Revenues, Expenditures and Changes in Fund Balances Fiscal Year 2019 Proposed Budget

ACCOUNT DESCRIPTION	ACTUAL FY 2016	ACTUAL FY 2017	ADOPTED BUDGET FY 2018	ACTUAL THRU FEB-2018	PROJECTED MAR SEPT-2018	TOTAL PROJECTED FY 2018	ANNUAL BUDGET FY 2019
<i>Reserves</i>							
Reserve - Tennis Court	-	9,530	-	-	-	-	-
<b>Total Reserves</b>	<b>-</b>	<b>9,530</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>TOTAL EXPENDITURES AND RESERVES</b>	<b>3,351,425</b>	<b>3,758,552</b>	<b>4,145,304</b>	<b>1,973,457</b>	<b>3,158,830</b>	<b>5,136,823</b>	<b>4,385,654</b>
Excess (deficiency) of revenues							
Over (under) expenditures	403,664	176,724	-	1,518,857	(1,551,809)	(37,488)	-
<b>OTHER FINANCING SOURCES (USES)</b>							
Sale of General Capital Assets	15,511	-	-	-	-	-	-
<b>TOTAL OTHER SOURCES (USES)</b>	<b>15,511</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
Net change in fund balance	419,175	176,724	-	1,518,857	(1,551,809)	(37,488)	-
<b>FUND BALANCE, BEGINNING</b>	<b>1,240,611</b>	<b>1,659,786</b>	<b>1,837,090</b>	<b>1,837,090</b>	<b>1,837,090</b>	<b>1,837,090</b>	<b>1,799,602</b>
<b>FUND BALANCE, ENDING</b>	<b>\$ 1,659,786</b>	<b>\$1,836,510</b>	<b>\$ 1,837,090</b>	<b>\$ 3,355,947</b>	<b>\$ 285,281</b>	<b>\$ 1,799,602</b>	<b>\$ 1,799,602</b>

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

<u>AVAILABLE FUNDS</u>	<u>Amount</u>
Beginning Fund Balance - Fiscal Year 2019	\$ 1,799,602
Net Change in Fund Balance - Fiscal Year 2019	-
Reserves - Fiscal Year Additions FY 2019	-
<b>Total Funds Available (Estimated) - 9/30/2019</b>	<b>1,799,602</b>
 <u>ALLOCATION OF AVAILABLE FUNDS</u>	
<i>Assigned Fund Balance</i>	
Operating Reserve - Operating Capital	730,952 <sup>(1)</sup>
Reserves - Gates (Prior Year)	7,838
Reserve - Parks (Prior Year)	32,900
Reserves - Field (Prior Year)	440,675
Reserves - Landscaping (Prior Year)	39,986
Reserves - Swim & Fitness Clubhouse (Prior Year)	18,558
Reserves - Swimming Pools (Prior Year)	132,635
Reserves - Tennis Courts (Prior Year)	18,153
Subtotal	<u>684,045</u>
<b>Total Allocation of Available Funds</b>	<b><u>1,414,997</u></b>
<b>Total Unassigned (undesignated) Cash</b>	<b><u>\$ 384,605</u></b>

Notes

(1) Note: Represents approximately 2 months of operating expenditures net of reserves and capital outlay.

**Budget Narrative**

Fiscal Year 2019

**REVENUES****Interest – Investments**

The District earns interest income on their checking account with BB&T Bank. Interest is calculated on the average monthly collected balance for the operating account.

**Shared Revenue – Other Local Units**

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

**Interlocal Agreement - Other**

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

**FEMA Boardwalk Revenue**

Revenue from FEMA to repair boardwalk from Hurricane Irma and Matthew.

**Other Physical Environmental Rev**

This is revenue generated from providing landscape maintenance services to the Augustine Island Association. The corresponding expense is included in Landscape-Payroll-IPM staff.

**S/F Program Fees**

This is revenue generated from summer camps.

**S/F Swimming Program Fees**

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

**S/F Activity Fees**

This is revenue from community classes.

**S/F Other Revenues**

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

**S/F Rental Fees**

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

**Budget Narrative**  
Fiscal Year 2019**REVENUES (continued)****S/F Snack Bar Revenue**

This is revenue collected from the snack bar.

**Tennis Merchandise Sales**

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

**Tennis Special Events & Socials**

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

**Tennis Lessons & Clinics**

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

**Tennis Ball Machine Rental Fee**

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

**Tennis Membership**

This is revenue collected from Non-Resident Fees for inclusion in MCCDD Tennis program. In 2017 the membership rate increased for a single member from \$1000 to \$1350 and for family from \$1,500 to \$2,350 annually. Membership rate will remain the same.

**Tennis Drinks & Snacks**

This is revenue collected from soda machine.

**Special Assessments – Tax Collector**

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

**Special Assessments – CDD Collected**

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

**Special Assessments – Discounts**

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

**Budget Narrative**  
Fiscal Year 2019**REVENUES (continued)****Allowance for Uncollected Assessments**

This is an allowance for assessments related to delinquent parcels.

**Other Miscellaneous Revenues**

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

**Gate Bar Code/Remotes**

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

**Impact Fee**

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

**EXPENDITURES***Expenditures - Administrative***Payroll - Board of Supervisors**

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

**Professional Service - Arbitrage Rebate**

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

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

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

**Budget Narrative**  
Fiscal Year 2019**Expenditures – Administrative (continued)****Professional Service - Engineering**

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

**Professional Service - Legal Services**

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

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

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

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

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

**Professional Service - Trustee**

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

**Auditing Services**

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

**Postage and Freight**

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

**Insurance - General Liability**

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

**Printing and Binding**

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



**Budget Narrative**  
Fiscal Year 2019**Expenditures – Administrative (continued)****Legal Advertising**

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

**Miscellaneous Services**

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

**Miscellaneous - Assessment Collection Cost**

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

**Shared Expenditures - Other Local Units**

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

**Office Supplies**

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

**Annual District Filing Fee**

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

**Expenditures - Other Public Safety****Payroll - Benefit**

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

**Payroll - Engineering**

The District's building engineering department has a staff of five (5) full time who are allocated throughout this budget. The engineering departments maintenance allocation is **25%**. The Director's compensation is shared evenly with Engineering and Landscape.

**Budget Narrative**  
Fiscal Year 2019**Expenditures - Other Public Safety (continued)****Payroll - Gate Maintenance**

This line item covers the compensation for staff to clean the building. Cleaning staff expense is shared with Guardhouses, Amenity Center and Sweetwater CDD. Maintenance allocation for the District's two (2) controlled access guardhouses is **20%**. FY 2019 reflects a 3% increase. The current security contractor is Ramco Protective Services.

**Contracts - Security Services**

This amount is for staffing of two (2) controlled access guardhouses. Budget number reflected includes staffing the South and North Loop Parkway controlled access guardhouses 24 hrs / day, 7 days a week for the entire Fiscal Year. The current security contractor is Universal Allied Security Services. Reflects 3% increase for FY2018.

**Contracts - Roving Patrol**

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

**R&M - Gate**

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

**Miscellaneous - Bar Codes**

The cost of controlled access bar code decals.

**Expenditures - Field****Payroll - Benefit**

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

**Payroll - Engineering**

The District's building engineering department has a staff five (5) full time who are allocated throughout this budget. The engineering department's maintenance allocation for the District's two (2) controlled access guardhouses is **20%**. The Director's compensation is shared evenly with Engineering and Landscape.

**Budget Narrative**  
Fiscal Year 2019**Expenditures - Field (continued)****Utility - Water and Sewer (Storm Water and Street Sewer Line Jetting and Repairs)**

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

**Lease - Land**

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

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

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

**R&M - Boardwalks**

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

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

The budgeted amount is purchase of paint, stain, fasteners, miscellaneous equipment and lumber used at the parks for playground repairs and cleaning.

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

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

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

The budgeted amount is for chemicals for water treatment for the two fountains at the Village Green, pump repairs, cleaning equipment and chemicals, and miscellaneous pump controller repairs.

**R&M - Mulch**

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

**R&M - Roads & Alleyways**

The budgeted amount is for lift station submersible pump replacement, annual lift station cleanouts, and miscellaneous repairs on lift station controls, street maintenance repairs including asphalt repairs and maintenance and chemicals for rust staining removal. FY 2018 includes seven (7) outsourced street sweepings @ \$1,481 each.

**R&M - Sidewalks**

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

**Budget Narrative**  
Fiscal Year 2019*Expenditures - Field (continued)***R&M - Signage (Community Signage)**

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

**Capital Outlay – Machinery and Equipment**

This budget amount includes the following for FY 2019: added \$40k to replace Treehouse park wooden playscape with a low maintenance style similar to Vale Park, added \$26k to upgrade street pole light fixtures along Palencia Village Drive and \$12k for a 36 month lease at \$1000/mth for a truck(\$18K)/trailer pressure washer(\$12K) unit to clean street curbs

**FEMA Boardwalk expense**

Funds received from FEMA to repair boardwalk.

*Expenditures - Landscape***Payroll - Salaries**

The compensation for staff with Supervisor responsibilities such as Director of Landscape, IPM Coordinator, two Crew Leaders and 50% of Director of Engineering and Maintenance.

**Payroll - Other**

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

**Payroll - Benefits**

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

**Payroll - General Staff**

The compensation for mow crew personnel (**3-full time and 2-part time**) responsible for over 60 acres of turf. 8% increase to better align to market standard.

**Budget Narrative**  
Fiscal Year 2019**Expenditures – Landscape (continued)****Payroll - Irrigation Staff**

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

**Payroll - IPM Staff**

The compensation for three staff members responsible for Integrated Pest Management (plant protectants, bed weeds/fertilization for 25 acres of plant material and all turf protectants/fertilization for 60+ acres of turf). Responsibilities include pruning and trimming, mulch replenishment. 50% of the additional staff person will be offset by \$15,000 revenue from Augustine Island.

**Payroll - Equipment Mechanic**

The compensation for Equipment Mechanic.

**Payroll – Administration**

Will assist both Landscape and Engineering departments one day per week. Duties are, but not limited to, payroll, invoices, and staff support.

**Payroll - Taxes**

Payroll taxes for Landscape staff and 50% of Director of Engineering.

**Communication – Telephone**

This item covers Telephone and Fax Machine expenses.

**Utility – Cable TV Billing**

Some type of internet service – Lifestream or AT&T to be used for irrigation controls.

**Electricity - General (Utility)**

Electric service for new maintenance facility.

**Utility - Refuse Removal**

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

**Utility – Water & Sewer**

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

**Rentals - General**

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

**Budget Narrative**  
Fiscal Year 2019**Expenditures – Landscape (continued)****R & M - Buildings**

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

**R & M - Equipment**

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

**R & M - Grounds**

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

**R & M - Irrigation**

The parts, tools, supplies to service and repair 400 + zones of sprinklers comprised of 8000 + sprinkler heads and 10 wells and 9 pumps. Irrigation staff is also responsible for all hand watering.

**R & M - Mulch**

The pine straw and mulch to replenish areas such as beds, native grasses, wood lines. To be maintained at a 3-4" layer. (Pine straw and spreading service. \$6,375 / load- 11 loads and \$4,003 for a trailer of pine straw. (Landscape department to spread). This also includes mulching the Promenade condos twice yearly, total \$1,200.

**R & M - Pump Station**

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

**R & M - Trees & Trimming**

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

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

Landscape and Engineering employee rewards, such as employee of the month, 100-day accident-free safety award and holiday lunches.

**Office Equipment**

Purchase a new time clock.

**Budget Narrative**  
Fiscal Year 2019**Expenditures – Landscape (continued)****Operating Supplies - General**

Office supplies, safety supplies, tag renewal, doggy pot supplies to include adding two additional doggy pots (\$4,700), licenses, training, hand tools, \$50 per month cell phone expense for Director/ \$30 for Supervisor, paint, hardware and coffee supplies. Additional \$3,000 for an annual Community Appreciation Event.

**Operating Supplies - Uniforms**

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

**Operating Supplies - Fuel, Oil**

Gasoline/Diesel fuel supplied in bulk through Hampton Golf maintenance. This is budgeted at \$3.28 per gallon for regular and \$2.48 per gallon for diesel and based on previous year usage. Also, includes oil and grease associated with equipment preventative maintenance program

**Improvements - Landscape**

The replacement of trees / ornamentals lost due to frost and disease, planned improvements to existing Landscaping, four flower change outs, and soil amendments. One of the 2019 major projects include sodding the lake bank along Promenade wall and Holiday Décor for Roundabout (\$20K).

**Capital Outlay - Machinery and Equipment**

Replacement of vehicles, utility carts and equipment including finance payments. Budgeted amount is for 12 months of a 36 month finance for a wheel loader, a chipper and a new club car. New for 2019 - \$4,676.60 for a Lesco HPS Chariot Ride on Spreader.

**Expenditures - Utilities****Electricity - Streetlighting**

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

**Utility - Water & Sewer**

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

**R & M - Lake**

The professional services that provide regular visits to monitor/treat lakes, mitigation areas, and littoral plantings. Included are potential services to mechanically remove dead floating plant material as well as repair/replacement of tools + equipment used for in-house removal. Includes planned/permitted installation of desirable fish such as Grass Carp, Bass, and Bream.

**Budget Narrative**  
Fiscal Year 2019**Expenditures - Operations and Maintenance****Payroll - Shared Personnel**

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

**Professional Service - Field Management (HPPM)**

The District has a personnel leasing agreement thru December 2018 with Hines Palencia Property Management which provides daily, onsite management of the District's staff and assets. A full listing of the scope of services provided by HPPM to the District is attached.

**Travel and Per Diem**

Travel expenses for onsite management team to pick up various operational and repair supplies from local, greater-Jacksonville vendors.

**Communication - Telephone**

The District has an out-of-state emergency telephone service. Includes a portion of property managers and engineer's cell phone expense (35%).

**Postage and Freight**

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

**R&M - Vehicles**

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

**Printing and Binding**

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

**Miscellaneous - Connection Computer**

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

**Office Supplies**

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



**Budget Narrative**  
Fiscal Year 2019

*Expenditures - Operations and Maintenance (continued)*

**Operating Supplies - General**

The budgeted amount is for uniforms, and tool repair/purchase/rental.

**Operating Supplies - Buildings**

Contingency for Tropical Storm / Hurricane preparedness supplies.

*Expenditures - Parks and Recreation - General*

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

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

**Insurance - Property & Casualty**

The District’s Property and Casualty Insurance policy is with Preferred Governmental Insurance Trust that specializes in providing insurance coverage to governmental agencies. Addition of \$11,250 for boardwalk insurance, required by FEMA.

*Expenditures - Swim & Fitness Clubhouse*

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

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

**ProfServ-Outside Fitness**

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

**Budget Narrative**  
Fiscal Year 2019*Expenditures - Swim & Fitness Clubhouse (continued)***R&M - Buildings**

This category provides funds for any HVAC related expenses and holiday décor which includes lighting and wreaths (\$19K).

**R&M - Equipment**

This category provides funds for repair related expenses of equipment, new equipment for classes, new TV's, chairs and tables for meeting room, heaters flood lights, generator, tree light wraps, bounce house, lifeguard stand, etc.

**Miscellaneous - Special Events**

This category provides funds for community events that are held throughout the year (i.e. Dive in Movies & Winter Community Holiday activities, bands for Food Truck Friday, rentals for Senior Events, Street Festival, Tapas nights etc).

**Capital Outlay - Machinery and Equipment**

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

*Expenditures - Swimming Pool***Payroll - Salaries**

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

**Payroll - Hourly**

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

**Payroll - Lifeguards**

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

**Payroll - Benefits**

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

**Budget Narrative**  
Fiscal Year 2019**Expenditures – Swimming Pool (continued)****Payroll - Engineering**

The District's building engineering department has a staff of five (5) who are allocated throughout this budget. The engineering department's maintenance allocation for the District's swimming pools and fitness center buildings repairs is **20%**. The Director's compensation is shared evenly with Engineering and Landscape.

**Payroll - Janitor**

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

**Payroll Taxes**

Payroll taxes for Swim and Fitness Staff.

**Professional Service - Information Technology**

The District incurs the expense for IT support for the computer systems. This also includes any license renewal/software updates to the District computer systems (i.e. McAfee Antivirus, MS Office). This also includes new software for the check in process at the buildings. This software will have monthly fees and comes with key fobs for residents.

**Professional Service-Swimming Pool Commissions**

This line is the commissions paid to swim instructors.

**Contracts - Landscape**

Re-furbish landscape under 2 story pool slide, update planters, Trim trees around pool deck and parking lot islands (shared expense w/Tennis).

**Travel and Per Diem**

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

**Communication - Telephone**

This item covers Telephone and Fax Machine Expenses. The budgeted amount is based on an average AT&T Bill of \$580 per month.

**Utility - General**

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

**Budget Narrative**  
Fiscal Year 2019**Expenditures – Swimming Pool (continued)****Utility - Refuse Removal**

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

**R&M - Buildings**

This line item encompasses the repair and maintenance costs for the Amenity facility. This includes repairing the floor in the aerobics room, new paint/wallpaper for the locker rooms, updating the breezeway for Snack Bar eating.

**R&M - Pools**

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

**R&M Vehicles**

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

**Advertising**

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

**Miscellaneous Services**

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

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

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

**Miscellaneous - Training**

This is for the material costs associated with annual CPR/First Aid/AED Training. Also included in this item are any other professional development courses such as new certifications for aerobics instructors. Also included in this item are any other professional development courses such as new certifications for aerobics instructors. The increase reflects the need for more certifications for instructors to provide more exercise classes at the Amenities Building.

**Miscellaneous - Licenses & Permits**

This budget item allocates for the licensing and permits necessary for operation of the Swim and Fitness Center (i.e. Pool Operating Permits). This also includes a possible license needed for the Snack Bar.

**Budget Narrative**  
Fiscal Year 2019**Expenditures – Swimming Pool (continued)****Office Supplies**

This item allocates funds for Summer Camp, Aquatics, and supplies. These items include but are not limited to: food, golf and tennis lessons, travel and entry for field trips, and arts and crafts.

**Cleaning Supplies**

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

**Office Equipment**

This is for costs associated with procuring computer, monitor, printer, fax machine.

**OP Supplies - Spa & Paper**

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

**Operating Supplies - Uniforms**

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

**Operating Supplies - Summer Camp**

This item allocates funds for Summer, Aquatics, and Holiday (i.e. Spring Break and Christmas Break) Camp supplies. These items include but are not limited to food, arts and crafts, transportation, entrance into locations for field trips, vendors and more.

**Subscriptions & Memberships**

This is for Sirius Satellite Radio Subscription at \$400 per year and ASCAP (American Society of Composers) at \$400 per year.

**Capital Outlay - Machinery and Equipment**

This allocates funds for any capital expenses incurred throughout the year. Planned repair for FY2019 is refurbishing the slide (\$130K). Equipment for the Snack Bar, meeting room, shelving, vacuums, cables, blowers, ladders etc.

**Capital Outlay - Pool Furniture**

This allocation is to cover replacement of all pool furniture and umbrellas that will be needed in the coming pool season and the restaining/treatment of the teak furniture. There are three different sets of pool furniture at the facility that all need to be maintained yearly and replaced roughly every three years.

**Budget Narrative**  
Fiscal Year 2019**Expenditures - Tennis Court****Payroll - Salaries**

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

**Payroll - Hourly**

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

**Payroll - Benefits**

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

**Payroll - Engineering**

The District's building engineering department has a staff of five (5) who are allocated throughout this budget. The engineering department's maintenance allocation for the District's swimming pools and fitness center buildings repairs is **15%**. The Director's compensation is shared evenly with Engineering and Landscape.

**Payroll - Commission**

Commissions paid to pro staff based on lesson revenue.

**Payroll - Janitor**

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

**Payroll Taxes**

Payroll taxes for Tennis staff.

**Professional Services - Administrative**

Administrative support from administrative staff.

**Professional Services - Information Technology**

The District incurs the expense for IT support for the computer systems including the tennis point-of-sale system. This also includes any license renewal/software updates to the District computer systems (i.e. McAfee Antivirus, MS Office, and Club Systems).

**Contracts - Janitorial Services**

This line item is for contracted Janitorial Services with High Tech Cleaning Service.

**Budget Narrative**  
Fiscal Year 2019**Expenditures – Tennis Court (continued)****Communication - Telephone**

Jive phone lines plus long distance.

**Utility - Cable TV Billing**

Comcast – established based on run rate.

**Electricity - General**

Electricity – FPL. Primary expense related to court lighting.

**Utility - Refuse Removal**

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

**Utility - Water & Sewer**

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

**Rental/Lease - Vehicle/Equipment**

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

**R&M - General**

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

**R&M - Court Maintenance**

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

**R&M - Vandalism**

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

**Printing and Binding**

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

**Advertising**

The costs associated with newspaper ads to recruit new staff.

**Budget Narrative**  
Fiscal Year 2019**Expenditures – Tennis Court (continued)****Miscellaneous - Employee Meals** (Employee Relations)

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

**Miscellaneous - Special Events**

Social and Promotional events for Tennis held on property.

**Miscellaneous - Training**

This is for continuing education and professional development for staff.

**Miscellaneous - Licenses & Permits**

USTA membership, etc.

**Office Supplies**

This is for office materials, paper and other office supplies.

**Office Equipment**

This is for costs associated with procuring computer, monitor, printer, fax machine, etc. items.

**Teaching Supplies**

This is for Balls and Teaching Aids – prepping for addition to pro staff.

**OP Supplies - Uniforms**

Staff uniform assistance.

**COS - Start Up Inventory**

This is for Inventory/Merchandise, in FY2019.

**Subscriptions and Memberships**

NFPTA, PTR, USPTA, etc

**Capital Outlay - Machinery and Equipment**

Professionally re-surface two of the ten courts. For FY2019 install LED Lighting on two courts (\$35K).



**Budget Narrative**  
Fiscal Year 2019

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

**Lessee**

*Marshall Creek Community Development District*

**Lessor**

*Hines Palencia Property Management, LLC*

**Purpose**

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

**Operations Management Team Composition**

Property Manager  
Assistant Property Manager (reports to Property Manager)  
Staff Accountant (reports to Property Manager)  
Administrative Assistant (reports to Property Manager)

**Budget Narrative**  
Fiscal Year 2019

**Relationship to Other Positions**

**Reports To**

District Board of Supervisors

**Coordinates with**

District Manager, Inframark – Infrastructure Management Services

**Supervises**

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

**Operations Management Team Functions**

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

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

**Budget Narrative**  
Fiscal Year 2019

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

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

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

- Appropriately administer all Marshall Creek CDD Policies and Procedures and District-related DRI/PUD entitlements
- Amenities (Swim & Fitness and Tennis) management / oversight
- Landscape Maintenance management / oversight
- Controlled Access / Roving Patrol contract administration
- Street Light (decorative) maintenance and repair administration
- Street Sign maintenance and repair administration
- Street, sidewalk and curb maintenance and repair administration
- Storm water system maintenance and repair administration
- Maintenance and repair administration of over 5,100 linear feet of raised boardwalks (including the Tolomato River Boardwalk at Palencia), over 8 miles of multi-use paths, and over 6 acres of playgrounds and passive parks equipment
- On-site District Liaison with the St. Johns River Water Management District coordinating use of over 421 acres of wetland and upland conservation areas

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

- Resident relations
- Payroll processing of 40 – 50 District employees
- On-site accounts payables / bookkeeping
- Operations analysis
- Budget preparation and management

**Budget Narrative**

Fiscal Year 2019

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

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

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

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

**MARSHALL CREEK**  
Community Development District

**Supporting Budget Schedules**  
Fiscal Year 2019

**MARSHALL CREEK**

Community Development District

All Funds

Comparison of Non-Ad Valorem Assessment Rates Using Linear Footage For Parcels within the Restructured 2002 Bond Series												
Fiscal Year 2019 vs. Fiscal Year 2018												
Product	General Fund			2002 Capital Reserves			Series 2002 Debt Service			Total Assessments per Unit		
	FY 2019	FY 2018	Percent Change	FY 2018	FY 2018	Percent Change	FY 2019	FY 2018	Percent Change	FY 2019	FY 2018	Percent Change
<b>Inside Control Gate</b>												
Cantera/Vista Norte, Sebastian Square 2 (Lots 24-45 & 51-88)	\$2,291	\$2,204	3.95%	\$63	\$63	0.00%	\$1,437	\$1,437	0.00%	\$3,791	\$3,704	2.35%
TreeHouse Park, Reserve Ph 1, Monterey, Sebastian Sqr 1 (Lots 01-23 & 46-50)	\$2,291	\$2,204	3.95%	\$79	\$79	0.00%	\$1,821	\$1,821	0.00%	\$4,191	\$4,104	2.12%
Costa Del Sol	\$2,291	\$2,204	3.95%	\$99	\$99	0.00%	\$2,301	\$2,301	0.00%	\$4,691	\$4,604	1.89%
Marshall Creek Bluff II - EV-3A	\$2,291	\$2,204	3.95%	\$99	\$99	0.00%	\$2,301	\$2,301	0.00%	\$4,691	\$4,604	1.89%
Village Center 5 (South Loop Lots)	\$2,291	\$2,204	3.95%	\$50	\$50	0.00%	\$1,150	\$1,150	0.00%	\$3,491	\$3,404	2.56%
Trellis Park (North River Loop Lot)	\$2,291	\$2,204	3.95%	\$79	\$79	0.00%	\$1,821	\$1,821	0.00%	\$4,191	\$4,104	2.12%
North River I, II, & III, Alimara, & Leaning Tree	\$2,291	\$2,204	3.95%	\$99	\$99	0.00%	\$2,301	\$2,301	0.00%	\$4,691	\$4,604	1.89%
The Reserve Phase II	\$2,291	\$2,204	3.95%	\$99	\$99	0.00%	\$2,301	\$2,301	0.00%	\$4,691	\$4,604	1.89%
Santa Teresa	\$2,291	\$2,204	3.95%	\$99	\$99	0.00%	\$2,301	\$2,301	0.00%	\$4,691	\$4,604	1.89%
<b>Outside Control Gate</b>												
Palencia Village Townhomes I	\$1,959	\$1,846	6.13%	\$31	\$31	0.00%	\$719	\$719	0.00%	\$2,709	\$2,596	4.36%
Palencia Village 2, 3, 4 & 2A	\$1,959	\$1,846	6.13%	\$50	\$50	0.00%	\$1,150	\$1,150	0.00%	\$3,159	\$3,046	3.72%
Village Lakes East (Residential MNO)	\$1,959	\$1,846	6.13%	\$50	\$50	0.00%	\$1,150	\$1,150	0.00%	\$3,159	\$3,046	3.72%
Village Lofts (Live/Work)	\$1,959	\$1,846	6.13%	\$50	\$50	0.00%	\$1,150	\$1,150	0.00%	\$3,159	\$3,046	3.72%
Townhomes II (VC-3)	\$1,959	\$1,846	6.13%	\$50	\$50	0.00%	\$1,150	\$1,150	0.00%	\$3,159	\$3,046	3.72%
Avila Condo & Village Square Res.	\$1,959	\$1,846	6.13%	\$29	\$29	0.00%	\$671	\$671	0.00%	\$2,659	\$2,546	4.44%
Augustine Island	\$1,959	\$1,846	6.13%	\$63	\$63	0.00%	\$1,437	\$1,437	0.00%	\$3,459	\$3,346	3.38%
Promenade Pointe	\$1,959	\$1,846	6.13%	\$99	\$99	0.00%	\$2,301	\$2,301	0.00%	\$4,359	\$4,246	2.67%
<b>Commercial</b>												
Commercial (Office/Retail)	\$0.30	\$0.30	0.39%	\$0.04	\$0.04	0.00%	\$0.93	\$0.93	0.00%	\$1.27	\$1.27	0.09%
Neighborhood Commercial	\$1.24	\$1.18	5.13%	\$0.02	\$0.02	0.00%	\$0.45	\$0.45	0.00%	\$1.71	\$1.65	3.67%

**MARSHALL CREEK**

Community Development District

All Funds

Comparison of Non-Ad Valorem Assessment Rates Using Linear Footage For Parcels within the 2015 and 2016 Bond Series Fiscal Year 2019 vs. Fiscal Year 2018									
Product	General Fund			Series 2015 & 2016 Debt Service			Total Assessments per Unit		
	FY 2019	FY 2018	Percent Change	FY 2019	FY 2018	Percent Change	FY 2019	FY 2018	Percent Change
<b>Inside Control Gate</b>									
Oak Common I	\$2,291	\$2,204	3.95%	\$750	\$750	0.00%	\$3,041	\$2,954	2.95%
Parkside I & II	\$2,291	\$2,204	3.95%	\$900	\$900	0.00%	\$3,191	\$3,104	2.80%
Trellis Park, Mission Park, TreeHouse Park (9 Lots)	\$2,291	\$2,204	3.95%	\$1,149	\$1,149	0.00%	\$3,441	\$3,354	2.59%
Oak Common II & III	\$2,291	\$2,204	3.95%	\$1,199	\$1,199	0.00%	\$3,491	\$3,404	2.56%
Marshall Creek Bluff	\$2,291	\$2,204	3.95%	\$1,399	\$1,399	0.00%	\$3,691	\$3,604	2.41%
Cantera/Vista Norte, Sebastian Square 2 (Lots 24-45 & 51-88)	\$2,291	\$2,204	3.95%	\$1,499	\$1,499	0.00%	\$3,791	\$3,704	2.35%
TreeHouse Park, Reserve Ph 1, Monterey, Sebastian Sqr 1 (Lots 01-23 & 46-50)	\$2,291	\$2,204	3.95%	\$1,899	\$1,899	0.00%	\$4,191	\$4,104	2.12%
North River I, II, & III, Alimara, & Leaning Tree	\$2,291	\$2,204	3.95%	\$2,399	\$2,399	0.00%	\$4,690	\$4,603	1.89%
<b>Outside Control Gate</b>									
Village Center Homes (VC 1)	\$1,959	\$1,846	6.13%	\$600	\$600	0.00%	\$2,559	\$2,445	4.63%
Promenade Condos	\$1,959	\$1,846	6.13%	\$900	\$900	0.00%	\$2,858	\$2,745	4.12%
Palencia Village 2, 3, 4 & 2A	\$1,959	\$1,846	6.13%	\$1,199	\$1,199	0.00%	\$3,158	\$3,045	3.72%
Village Lakes	\$1,959	\$1,846	6.13%	\$1,010	\$1,010	0.00%	\$2,969	\$2,856	3.96%
Avila Condo & Village Square Res.	\$1,959	\$1,846	6.13%	\$700	\$700	0.00%	\$2,659	\$2,545	4.45%
Promenade Pointe	\$1,959	\$1,846	6.13%	\$2,399	\$2,399	0.00%	\$4,358	\$4,245	2.67%
<b>Golf Course</b>	\$41,130	\$40,447	5.13%	\$80,000	\$80,000	0.00%	\$121,130	\$120,447	0.57%

## **Sixth Order of Business**



**Marshall Creek CDD**  
**April 1 – 30, 2018 Operations Report**

**Operations Management Team**

- E-blasts Sent Included the Following:
  - i. On Behalf of the Amenities/Fitness Centers – Upcoming Events, Community Outing, Food Truck Fridays, an Evening of Art, Summer Camp Details, Summer Swim Team Schedule, and Updated Pool Hours and Lifeguard Schedule Beginning Memorial Day Weekend
  - ii. On Behalf of the Tennis Facility – Charity Tournament to Benefit Camp Boggy Creek
- Held Several Meetings With Ramco Representative Regarding Gate/Virtual Guard Issues
- Continue to Administer SJC Off-Duty Deputies Patrols Program to Include Scheduling, Logs, and Payments

**Landscape Maintenance**

- Preventative/Seasonal Applications Throughout Community
  - i. Applied a Fertilizer to All Annual Flowers and Rose Bushes
  - ii. Applied a Plant Protectant to All Bermuda Turf and Bahia Grass
  - iii. Applied a Fertilizer with Plant Protectant to All Boxwood, Podocarpus and Anise Shrubs
  - iv. Applied an Organic Treatment to All Bermuda Turf
  - v. On-going Project – Spraying Turf Weeds
- Weeded Landscape Beds Along North Loop Parkway
- Cleared Overflow Drains in Ponds Located in Vale Drive and Santa Teresa Drive Neighborhoods
- Removed Dead Plant Material from District Fence in Riley Lane Neighborhood
- Performed Routine Maintenance to Landscaping and Fence Behind Promenade Pointe Residences
- Repaired 3 Main Line Breaks
- Repaired Broken Irrigation Pump in the Trellis Park South Neighborhood

**Engineering**

- Repaired Broken Curb in Oak Common Neighborhood
- Repaired Lighting in Sophia Terrace Neighborhood Park
- Repaired Street Blade Sign at Corner of North End Street and Palencia Village Drive
- Cleaned Railing Along North Loop Parkway
- Addressed Crosswalk Signage in Pulte Neighborhoods – Repaired 2 and Relocated 1 Interfering With New Residence Driveway

**Swim and Fitness Facilities**

- Began Preparations for Re-Opening of Snack Bar – Chose a Vendor, Cleaned the Area and Ordered New Appliances
- Held Preliminary Meetings Regarding a Potential Street Festival
- Hired a New Janitor and Swim Lesson Instructor
- Continue to Host Successful Food Truck Fridays
- Continued With Reservations for Summer Camp, Which is Now Full for The 2018 Summer Season
- Maintenance Issues Addressed by Engineering at the Amenity Facilities, As Identified Below:
  - i. At the MCCDD Center -
    - Repaired Outdoor Pool Shower
    - Repairs Performed in Women’s Locker Room to Steam Room and Locker Door
    - Fixed Leak in Snack Bar
    - Repaired Broken Drawer in Front Lobby Desk
  - ii. At the SCCDD Center -
    - Repaired Shower Pipe Pulling Away From the Wall
    - Repaired Aerobics Room Door Threshold
  - iii. Replaced Bulbs Throughout Both Facilities, Mostly in the Men’s and Women’s Locker Rooms

**Tennis Center**

- Completed the Middle School Matches With Approximately 20 Kids Participating on 2 Teams
- Have Begun Preparing a Summer Maintenance Schedule, to Include Resurface of 2 Courts, Repair Fences, Replace Windscreens and Paint Benches
- Completed 2018 Summer Schedule for All Camps, Clinics and Socials
- Had a New Application of Pine Straw Put Down Ahead of Charity Tennis Tournament

**6A.**

## 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	Warning or Citation	Day of the Week	Notes
04/08/18		3			1 verbal warning, 2 written warnings	Sunday	1 verbal warning for excessive speed, 2 written warnings for stop sign violation
04/11/18		3			3 written warnings	Wednesday	3 written warnings for stop sign violation
04/14/18		3			1 verbal warning, 2 written warnings	Saturday	1 verbal warning for excessive speed, 2 written warnings for stop sign violation
04/17/18	1	1			2 verbal warnings	Tuesday	1 verbal warning to construction crew for parking against traffic and blocking roadway, 1 verbal warning for driving without headlights
04/18/18		3			3 written warnings	Wednesday	1 written warning for excessive speed, 2 written warnings for stop sign violation
04/20/18	1				1 citation	Friday	1 ticket issued for parking wrong way on street
04/27/18		1		2	1 written warning, 2 verbal warnings	Friday	1 written warning for stop sign violation, 2 verbal warnings for unlicensed/underage drivers of golf carts
04/29/18		3			3 written warnings	Sunday	3 written warnings for stop sign violation
04/30/18		4			2 verbal warnings, 2 written warnings	Monday	2 verbal warnings for stop sign violation, 2 written warnings for stop sign violation
April 2018 Totals	2	21	0	2			
<b>2018 YTD total</b>	<b>5</b>	<b>82</b>	<b>2</b>	<b>2</b>			
<b>Month to Month Comparison</b>							
April 2017 Totals	2	36	2	1			
April 2018 Totals	2	21	0	2			

## **Seventh Order of Business**

**7A**

April 17, 2018

Marshall Creek CDD  
Inframark, LLC  
Attn: Sandra Demarco  
210 N. University Dr., Suite 702  
Coral Springs, FL 33071

Dear Ms. Demarco:

In response to your request regarding Section 190.006(3)(a)(2)(d), Florida Statutes, the following information is applicable for:

Marshall Creek CDD

2,320 registered voters in St. Johns County

This number is based on the streets within the legal description on file with the St. Johns County GIS department.

Please contact us if we may be of further assistance.

Sincerely,



Vicky C. Oakes  
Supervisor of Elections

VO/ew

# **Tenth Order of Business**

## MEMORANDUM

**TO:** Board of Supervisors, Marshall Creek CDD  
**FROM:** Priscilla Lenzen, Senior Accountant  
**CC:** Janice Eggleton Davis, District Manager; Alan Baldwin, Accounting Manager  
**DATE:** May 10, 2018  
**SUBJECT:** April Financial Report

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Please find attached the April 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 priscilla.lenzen@Inframark.com.

### General Fund

The Total Revenues for the General Fund are at approximately 92% of the adopted budget. Non-Ad Valorem Special Assessment Collections is 94.81% collected.

Total Expenditures through April are at approximately 64% of the adopted budget. Below are explanations of variances.

- Other Public Safety:
  - ▶ R&M-Gate - Installation of Panels \$6,455 / Gate Arm Replacement \$3,258 / Heat Control Replacement \$6,571/ Sunbelt Gate \$20,836 / Misc. Items.
  - ▶ Capital Outlay-Machine & Equip - Solar Power Radar Sign for Traffic Control \$7,693.
- Field:
  - ▶ R&M-Fountain - Replaced motor \$3,085/ Misc. Items.
- 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 / Blue Tarp \$7,138.74/ Misc. Items.
  - ▶ Op Supplies General - Supplies for New Maintenance Building such as Dispensers, Wiring Cords, Ironman 230, Pallet Rack Storage /Router &Switch and Misc. Items.
  - ▶ Capital Outlay - Purchase All Pro trailer \$6,903 /Club car \$14,564 / Pressure Washer \$2,645 / Monthly payments to Municipal Corp of \$1,613.
  - ▶ Improvement - Landscape- Earthbalance \$14,250 / Alpine Artisan \$10,092 / Jason Sims \$8,284/ Misc. items with William's Plant Nursery.



## MEMORANDUM

### General Fund Continued.

- Utilities:
  - ▶ Electricity - Streetlighting - Services through April.
- 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.
  - ▶ 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 \$1,033/ Misc. Items.
  - ▶ Reserve - Tennis Court - Resurfacing Project.

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

**Financial Report**

**April 30, 2018**

**Prepared by**



**Table of Contents**

<b><u>FINANCIAL STATEMENTS</u></b>	<b>Page</b>
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
<b><u>SUPPORTING SCHEDULES</u></b>	
Non-Ad Valorem Special Assessments Collections .....	21-23
Cash and Investment Report .....	24
ADP Invoice Approval Listing .....	25-27
Series 2015 A Construction Report .....	28
Check Register .....	29-36

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

**Financial Statements**

**(Unaudited)**

**April 30, 2018**

**Balance Sheet**  
April 30, 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>
<b><u>ASSETS</u></b>							
Cash - Checking Account	\$ 917,374	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 917,374
Assessments Receivable	69,436	-	63,501	14,892	960	-	148,789
Allow-Doubtful Collections	(24,418)	-	(45,803)	-	-	-	(70,221)
Due From Other Districts	118,699	-	-	-	-	-	118,699
Due From Other Funds	-	46,729	77,647	52,283	3,371	-	180,030
Investments:							
Money Market Account	2,428,926	-	-	-	-	-	2,428,926
Construction Fund A	-	-	-	-	-	419,463	419,463
Prepayment Account	-	-	9,035	-	11,824	-	20,859
Prepayment Account A	-	-	-	69	-	-	69
Reserve Fund	-	-	-	-	31,330	-	31,330
Reserve Fund A	-	-	49,717	486,625	-	-	536,342
Revenue Fund	-	-	1,009,087	-	60,518	-	1,069,605
Revenue Fund A	-	-	-	949,977	-	-	949,977
Prepaid Items	1,214	-	-	-	-	-	1,214
<b>TOTAL ASSETS</b>	<b>\$ 3,511,231</b>	<b>\$ 46,729</b>	<b>\$ 1,163,184</b>	<b>\$ 1,503,846</b>	<b>\$ 108,003</b>	<b>\$ 419,463</b>	<b>\$ 6,752,456</b>

**Balance Sheet**

April 30, 2018

<b>ACCOUNT DESCRIPTION</b>	<b>GENERAL FUND</b>	<b>2002 AREA CAPITAL RESERVES FUND</b>	<b>SERIES 2002 DEBT SERVICE FUND</b>	<b>SERIES 2015 DEBT SERVICE FUND</b>	<b>SERIES 2016 DEBT SERVICE FUND</b>	<b>SERIES 2015 A CONSTRUCTION FUND</b>	<b>TOTAL</b>
<b><u>LIABILITIES</u></b>							
Accounts Payable	\$ 90,764	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 90,764
Accrued Expenses	127,047	-	-	-	-	-	127,047
Retainage Payable	-	-	-	-	-	53,374	53,374
Due To Other Districts	54,576	-	-	-	-	-	54,576
Accrued Taxes Payable	129	-	-	-	-	-	129
Deferred Revenue	45,018	-	17,698	14,892	960	-	78,568
Due To Other Funds	180,030	-	-	-	-	-	180,030
<b>TOTAL LIABILITIES</b>	<b>497,564</b>	<b>-</b>	<b>17,698</b>	<b>14,892</b>	<b>960</b>	<b>53,374</b>	<b>584,488</b>

**Balance Sheet**

April 30, 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>
<b>FUND BALANCES</b>							
<b>Nonspendable:</b>							
Prepaid Items	1,214	-	-	-	-	-	1,214
<b>Restricted for:</b>							
Debt Service	-	-	1,145,486	1,488,954	107,043	-	2,741,483
Capital Projects	-	-	-	-	-	366,089	366,089
<b>Assigned to:</b>							
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
<b>Unassigned:</b>	1,414,857	46,729	-	-	-	-	1,461,586
<b>TOTAL FUND BALANCES</b>	<b>\$ 3,013,667</b>	<b>\$ 46,729</b>	<b>\$ 1,145,486</b>	<b>\$ 1,488,954</b>	<b>\$ 107,043</b>	<b>\$ 366,089</b>	<b>\$ 6,167,968</b>
<b>TOTAL LIABILITIES &amp; FUND BALANCES</b>	<b>\$ 3,511,231</b>	<b>\$ 46,729</b>	<b>\$ 1,163,184</b>	<b>\$ 1,503,846</b>	<b>\$ 108,003</b>	<b>\$ 419,463</b>	<b>\$ 6,752,456</b>

**Statement of Revenues, Expenditures and Changes in Fund Balances**  
For the Period Ending April 30, 2018

<b>ACCOUNT DESCRIPTION</b>	<b>ANNUAL ADOPTED BUDGET</b>	<b>YEAR TO DATE BUDGET</b>	<b>YEAR TO DATE ACTUAL</b>	<b>VARIANCE (\$) FAV(UNFAV)</b>	<b>APR-18 BUDGET</b>	<b>APR-18 ACTUAL</b>	<b>VARIANCE (\$) FAV(UNFAV)</b>
<b><u>REVENUES</u></b>							
Interest - Investments	\$ 12,000	\$ 7,000	\$ 8,635	\$ 1,635	\$ 1,000	\$ 1,985	\$ 985
FEMA Grants	-	-	17,710	17,710	-	17,710	17,710
Shared Rev - Other Local Units	418,857	418,857	418,858	1	-	-	-
Interlocal Agreement - Other	356,097	207,724	207,723	(1)	29,675	36,508	6,833
Other Physical Environment Rev	15,000	8,750	3,000	(5,750)	1,250	1,000	(250)
S/F Program Fees	37,000	-	36,852	36,852	-	13,546	13,546
S/F Swimming Program Fees	2,000	-	-	-	-	-	-
S/F Activity Fees	200	200	1,065	865	-	80	80
S/F Other Revenues	1,750	-	-	-	-	-	-
S/F Rental Fees	2,000	1,169	1,980	811	167	230	63
Tennis Merchandise Sales	14,000	8,400	6,416	(1,984)	1,200	1,150	(50)
Tennis Special Events&Socials	1,500	900	90	(810)	300	90	(210)
Tennis Lessons & Clinics	118,000	73,000	102,149	29,149	9,500	17,144	7,644
Tennis Ball Machine Rental Fee	4,000	3,300	1,810	(1,490)	300	370	70
Tennis Membership	26,000	26,000	34,855	8,855	6,500	4,200	(2,300)
Tennis Drinks & Snacks	500	291	-	(291)	41	-	(41)
Special Events	-	-	12,379	12,379	-	11,039	11,039
Interest - Tax Collector	-	-	3,552	3,552	-	3,292	3,292
Special Assmnts- Tax Collector	3,212,063	3,212,063	3,041,230	(170,833)	353,327	100,759	(252,568)
Special Assmnts- CDD Collected	12,399	7,232	7,233	1	1,033	6,200	5,167
Special Assmnts- Delinquent	-	-	12,659	12,659	-	-	-
Special Assmnts- Discounts	(96,362)	(96,362)	(107,640)	(11,278)	(10,600)	(269)	10,331
Allowance Uncollected Assem.	(25,000)	-	-	-	-	-	-



**Statement of Revenues, Expenditures and Changes in Fund Balances**  
For the Period Ending April 30, 2018

ACCOUNT DESCRIPTION	ANNUAL ADOPTED BUDGET	YEAR TO DATE BUDGET	YEAR TO DATE ACTUAL	VARIANCE (\$) FAV(UNFAV)	APR-18 BUDGET	APR-18 ACTUAL	VARIANCE (\$) FAV(UNFAV)
Other Miscellaneous Revenues	1,100	644	8,251	7,607	92	(3,000)	(3,092)
Gate Bar Code/Remotes	2,200	1,281	1,768	487	183	370	187
Impact Fee	30,000	17,500	29,332	11,832	2,500	9,002	6,502
<b>TOTAL REVENUES</b>	<b>4,145,304</b>	<b>3,897,949</b>	<b>3,849,907</b>	<b>(48,042)</b>	<b>396,468</b>	<b>221,406</b>	<b>(175,062)</b>

**EXPENDITURES**

**Administration**

P/R-Board of Supervisors	6,500	3,792	3,843	(51)	542	593	(51)
ProfServ-Arbitrage Rebate	1,200	1,200	-	1,200	-	-	-
ProfServ-Dissemination Agent	3,000	3,000	-	3,000	-	-	-
ProfServ-Engineering	20,000	11,667	16,377	(4,710)	1,667	(10,570)	12,237
ProfServ-Legal Services	75,000	43,750	36,635	7,115	6,250	10,215	(3,965)
ProfServ-Mgmt Consulting Serv	58,000	33,833	33,833	-	4,834	4,833	1
ProfServ-Special Assessment	12,000	12,000	12,000	-	-	-	-
ProfServ-Trustee Fees	11,400	3,800	10,424	(6,624)	-	3,971	(3,971)
Auditing Services	3,725	3,725	-	3,725	-	-	-
Postage and Freight	3,500	2,042	2,101	(59)	292	214	78
Insurance - General Liability	25,465	25,465	24,852	613	-	-	-
Printing and Binding	4,000	2,333	1,919	414	333	511	(178)
Legal Advertising	3,000	1,750	1,263	487	250	530	(280)
Miscellaneous Services	6,000	3,500	4,450	(950)	500	471	29
Misc-Assessmnt Collection Cost	64,269	64,269	58,925	5,344	7,090	2,010	5,080
Shared Exp - Other Local Units	473,434	473,434	473,433	1	-	-	-
Office Supplies	500	292	231	61	42	-	42
Annual District Filing Fee	175	175	175	-	-	-	-
<b>Total Administration</b>	<b>771,168</b>	<b>690,027</b>	<b>680,461</b>	<b>9,566</b>	<b>21,800</b>	<b>12,778</b>	<b>9,022</b>

**Statement of Revenues, Expenditures and Changes in Fund Balances**  
For the Period Ending April 30, 2018

<b>ACCOUNT DESCRIPTION</b>	<b>ANNUAL ADOPTED BUDGET</b>	<b>YEAR TO DATE BUDGET</b>	<b>YEAR TO DATE ACTUAL</b>	<b>VARIANCE (\$) FAV(UNFAV)</b>	<b>APR-18 BUDGET</b>	<b>APR-18 ACTUAL</b>	<b>VARIANCE (\$) FAV(UNFAV)</b>
<b><u>Other Public Safety</u></b>							
Payroll-Benefits	6,883	4,015	4,183	(168)	574	388	186
Payroll-Engineering	34,875	20,112	21,055	(943)	2,683	2,665	18
Payroll-Gate Maintenance	3,058	1,763	919	844	235	55	180
Contracts-Security Services	290,249	169,312	164,605	4,707	24,187	23,642	545
Contracts-Roving Patrol	42,900	25,025	22,365	2,660	3,575	915	2,660
R&M-Gate	20,000	11,750	49,605	(37,855)	1,650	2,053	(403)
Misc-Bar Codes	3,100	2,067	2,061	6	-	-	-
Cap Outlay-Machinery and Equip	-	-	7,693	(7,693)	-	-	-
<b>Total Other Public Safety</b>	<b>401,065</b>	<b>234,044</b>	<b>272,486</b>	<b>(38,442)</b>	<b>32,904</b>	<b>29,718</b>	<b>3,186</b>
<b><u>Field</u></b>							
Payroll-Benefits	5,056	2,947	3,409	(462)	421	340	81
Payroll-Engineering	26,354	15,203	16,834	(1,631)	2,027	2,132	(105)
Utility - Water & Sewer	2,000	1,169	-	1,169	167	-	167
Lease - Land	2,000	2,000	-	2,000	-	-	-
R&M-Bike Paths & Asphalt	2,500	750	80	670	-	80	(80)
R&M-Boardwalks	57,720	53,820	12,230	41,590	700	10,570	(9,870)
R&M-Buildings	10,000	5,831	5,387	444	833	454	379
R&M-Electrical	12,500	10,000	6,118	3,882	500	144	356
R&M-Fountain	4,000	2,000	4,106	(2,106)	-	-	-
R&M-Mulch	3,489	-	-	-	-	-	-
R&M-Roads & Alleyways	36,886	21,886	34,142	(12,256)	5,000	16,323	(11,323)
R&M-Sidewalks	20,000	10,500	7,231	3,269	2,500	579	1,921
R&M-Signage	8,000	5,000	2,706	2,294	1,500	601	899
<b>Total Field</b>	<b>190,505</b>	<b>131,106</b>	<b>92,243</b>	<b>38,863</b>	<b>13,648</b>	<b>31,223</b>	<b>(17,575)</b>

**Statement of Revenues, Expenditures and Changes in Fund Balances**  
For the Period Ending April 30, 2018

<b>ACCOUNT DESCRIPTION</b>	<b>ANNUAL ADOPTED BUDGET</b>	<b>YEAR TO DATE BUDGET</b>	<b>YEAR TO DATE ACTUAL</b>	<b>VARIANCE (\$) FAV(UNFAV)</b>	<b>APR-18 BUDGET</b>	<b>APR-18 ACTUAL</b>	<b>VARIANCE (\$) FAV(UNFAV)</b>
<b><u>Landscape Services</u></b>							
Payroll-Salaries	185,079	106,777	108,602	(1,825)	14,237	14,828	(591)
Payroll-Other	12,000	7,000	6,047	953	1,000	-	1,000
Payroll-Administrative	9,048	5,220	2,891	2,329	696	629	67
Payroll-Benefits	83,790	48,877	51,393	(2,516)	6,982	7,420	(438)
Payroll-General Staff	75,726	43,688	46,600	(2,912)	5,825	5,929	(104)
Payroll-Irrigation Staff	60,840	35,100	35,124	(24)	4,680	4,891	(211)
Payroll-IPM Staff	112,320	64,800	38,431	26,369	8,640	4,047	4,593
Payroll-Equipment Mechanic	26,000	15,000	9,884	5,116	2,000	1,700	300
Payroll Taxes	40,955	23,626	17,592	6,034	3,150	2,319	831
Communication - Telephone	5,000	2,920	183	2,737	416	183	233
Utility - Cable TV Billing	960	160	-	160	160	-	160
Electricity - General	6,000	3,500	2,332	1,168	500	80	420
Utility - Refuse Removal	13,500	7,875	4,755	3,120	1,125	461	664
Utility - Water & Sewer	3,360	1,960	-	1,960	280	-	280
Rentals - General	1,500	875	1,616	(741)	125	286	(161)
R&M-Buildings	3,900	2,275	956	1,319	325	438	(113)
R&M-Equipment	30,000	17,500	7,845	9,655	2,500	838	1,662
R&M-Grounds	53,729	18,513	24,895	(6,382)	1,797	2,280	(483)
R&M-Irrigation	21,000	12,250	13,959	(1,709)	1,750	2,175	(425)
R&M-Mulch	79,360	41,238	40,656	582	1,560	1,005	555
R&M-Pump Station	20,000	20,000	-	20,000	-	-	-
R&M-Trees and Trimming	11,200	-	3,000	(3,000)	-	100	(100)
Misc-Employee Meals	10,090	7,094	513	6,581	599	31	568
Office Equipment	2,400	2,400	21,957	(19,557)	-	3,822	(3,822)
Op Supplies - General	16,000	9,335	28,571	(19,236)	1,333	(782)	2,115

**Statement of Revenues, Expenditures and Changes in Fund Balances**  
For the Period Ending April 30, 2018

<b>ACCOUNT DESCRIPTION</b>	<b>ANNUAL ADOPTED BUDGET</b>	<b>YEAR TO DATE BUDGET</b>	<b>YEAR TO DATE ACTUAL</b>	<b>VARIANCE (\$) FAV(UNFAV)</b>	<b>APR-18 BUDGET</b>	<b>APR-18 ACTUAL</b>	<b>VARIANCE (\$) FAV(UNFAV)</b>
Op Supplies - Uniforms	7,408	3,967	2,640	1,327	486	-	486
Op Supplies - Fuel, Oil	12,500	7,287	7,739	(452)	1,041	1,484	(443)
Impr - Landscape	70,000	66,000	65,511	489	-	7,977	(7,977)
Cap Outlay-Machinery and Equip	63,300	45,300	52,823	(7,523)	3,600	3,227	373
<b>Total Landscape Services</b>	<b>1,036,965</b>	<b>620,537</b>	<b>596,515</b>	<b>24,022</b>	<b>64,807</b>	<b>65,368</b>	<b>(561)</b>
<b><u>Utilities</u></b>							
Electricity - Streetlighting	67,000	39,081	48,001	(8,920)	5,583	6,825	(1,242)
Utility - Water & Sewer	3,600	2,100	1,776	324	300	258	42
R&M-Lake	53,080	30,963	32,515	(1,552)	4,423	4,565	(142)
<b>Total Utilities</b>	<b>123,680</b>	<b>72,144</b>	<b>82,292</b>	<b>(10,148)</b>	<b>10,306</b>	<b>11,648</b>	<b>(1,342)</b>
<b><u>Operation &amp; Maintenance</u></b>							
Payroll-Shared Personnel	356,097	207,724	207,723	1	29,675	29,675	-
ProfServ-Field Management	232,060	132,419	151,333	(18,914)	18,917	37,833	(18,916)
Travel and Per Diem	400	231	531	(300)	33	388	(355)
Communication - Telephone	2,100	1,225	438	787	175	110	65
Postage and Freight	900	525	86	439	75	55	20
R&M-Vehicles	6,000	3,500	2,704	796	500	261	239
Printing and Binding	4,500	2,625	1,645	980	375	220	155
Misc-Connection Computer	3,700	2,325	1,264	1,061	475	255	220
Office Supplies	1,500	875	771	104	125	93	32
Op Supplies - General	7,200	4,200	5,073	(873)	600	458	142
OP-Supplies – Buildings	300	175	-	175	25	-	25
<b>Total Operation &amp; Maintenance</b>	<b>614,757</b>	<b>355,824</b>	<b>371,568</b>	<b>(15,744)</b>	<b>50,975</b>	<b>69,348</b>	<b>(18,373)</b>

**Statement of Revenues, Expenditures and Changes in Fund Balances**  
For the Period Ending April 30, 2018

ACCOUNT DESCRIPTION	ANNUAL ADOPTED BUDGET	YEAR TO DATE BUDGET	YEAR TO DATE ACTUAL	VARIANCE (\$) FAV(UNFAV)	APR-18 BUDGET	APR-18 ACTUAL	VARIANCE (\$) FAV(UNFAV)
<b><u>Parks and Recreation - General</u></b>							
ProfServ-Mgmt Consulting Serv	21,000	12,250	12,250	-	1,750	1,750	-
Insurance -Property & Casualty	83,143	83,143	63,871	19,272	-	-	-
<b>Total Parks and Recreation - General</b>	<b>104,143</b>	<b>95,393</b>	<b>76,121</b>	<b>19,272</b>	<b>1,750</b>	<b>1,750</b>	<b>-</b>
<b><u>Clubhouse</u></b>							
Contracts-Misc Labor	4,000	2,335	1,356	979	333	175	158
Contracts-Outside Fitness	5,000	2,920	4,848	(1,928)	416	805	(389)
R&M-Buildings	9,000	5,250	392	4,858	750	235	515
R&M-Equipment	5,000	2,920	-	2,920	416	-	416
Misc-Special Events	4,000	4,000	4,991	(991)	-	150	(150)
Cap Outlay-Machinery and Equip	3,500	2,045	-	2,045	291	-	291
<b>Total Clubhouse</b>	<b>30,500</b>	<b>19,470</b>	<b>11,587</b>	<b>7,883</b>	<b>2,206</b>	<b>1,365</b>	<b>841</b>
<b><u>Swimming Pool</u></b>							
Payroll-Salaries	52,149	30,086	28,224	1,862	4,012	2,150	1,862
Payroll-Hourly	41,000	23,655	17,088	6,567	3,154	2,524	630
Payroll-Lifeguards	35,200	-	-	-	-	-	-
Payroll-Benefits	26,854	15,666	22,386	(6,720)	2,238	3,649	(1,411)
Payroll-Engineering	31,410	18,120	15,568	2,552	2,416	1,941	475
Payroll-Janitor	8,200	4,732	4,446	286	631	554	77
Payroll Taxes	10,718	6,183	3,920	2,263	824	564	260
ProfServ-Info Technology	1,800	1,050	237	813	150	27	123
ProfServ-Swim Pool Commiss	2,500	2,500	1,186	1,314	-	396	(396)
Contracts-Landscape	3,500	2,036	-	2,036	291	-	291
Travel and Per Diem	700	406	23	383	58	-	58

**Statement of Revenues, Expenditures and Changes in Fund Balances**  
For the Period Ending April 30, 2018

ACCOUNT DESCRIPTION	ANNUAL ADOPTED BUDGET	YEAR TO DATE BUDGET	YEAR TO DATE ACTUAL	VARIANCE (\$) FAV(UNFAV)	APR-18 BUDGET	APR-18 ACTUAL	VARIANCE (\$) FAV(UNFAV)
Communication - Telephone	8,000	4,662	6,594	(1,932)	666	969	(303)
Utility - General	55,000	32,081	31,426	655	4,583	3,668	915
Utility - Refuse Removal	1,500	875	865	10	125	187	(62)
R&M-Buildings	15,000	8,750	12,547	(3,797)	1,250	498	752
R&M-Pools	89,800	52,385	43,123	9,262	7,483	3,021	4,462
R&M-Vehicles	500	287	-	287	41	-	41
Advertising	2,640	1,540	770	770	220	110	110
Miscellaneous Services	1,500	875	224	651	125	180	(55)
Misc-Employee Meals	4,000	2,450	311	2,139	1,000	31	969
Misc-Training	2,000	1,169	-	1,169	167	-	167
Misc-Licenses & Permits	1,600	931	37	894	133	-	133
Office Supplies	1,600	931	473	458	133	50	83
Cleaning Supplies	2,500	1,456	493	963	208	23	185
Office Equipment	2,000	1,169	397	772	167	-	167
Op Supplies - Spa & Paper	2,000	1,162	818	344	166	101	65
Op Supplies - Uniforms	2,500	1,456	566	890	208	-	208
Op Supplies - Summer Camp	16,000	2,000	1,322	678	2,000	100	1,900
Subscriptions and Memberships	800	800	60	740	400	60	340
Cap Outlay-Machinery and Equip	5,000	2,912	4,476	(1,564)	416	4,321	(3,905)
Cap Outlay - Pool Furniture	8,000	4,662	8,953	(4,291)	666	-	666
<b>Total Swimming Pool</b>	<b>435,971</b>	<b>226,987</b>	<b>206,533</b>	<b>20,454</b>	<b>33,931</b>	<b>25,124</b>	<b>8,807</b>

**Statement of Revenues, Expenditures and Changes in Fund Balances**  
For the Period Ending April 30, 2018

<b>ACCOUNT DESCRIPTION</b>	<b>ANNUAL ADOPTED BUDGET</b>	<b>YEAR TO DATE BUDGET</b>	<b>YEAR TO DATE ACTUAL</b>	<b>VARIANCE (\$) FAV(UNFAV)</b>	<b>APR-18 BUDGET</b>	<b>APR-18 ACTUAL</b>	<b>VARIANCE (\$) FAV(UNFAV)</b>
<b><u>Tennis Court</u></b>							
Payroll-Salaries	122,570	70,711	74,078	(3,367)	9,428	8,952	476
Payroll-Hourly	36,000	20,768	20,336	432	2,769	2,336	433
Payroll-Benefits	23,557	13,741	19,428	(5,687)	1,963	2,461	(498)
Payroll-Engineering	34,853	20,107	11,676	8,431	2,681	1,456	1,225
Payroll-Commission	103,000	62,500	86,214	(23,714)	8,000	15,287	(7,287)
Payroll Taxes	19,920	11,491	12,447	(956)	1,532	1,953	(421)
ProfServ-Administrative	1,000	590	-	590	80	-	80
ProfServ-Info Technology	6,000	3,500	5,478	(1,978)	500	1,488	(988)
Contracts-Janitorial Services	6,000	3,500	3,540	(40)	500	540	(40)
Communication - Telephone	5,500	3,208	3,979	(771)	450	724	(274)
Utility - Cable TV Billing	1,400	820	816	4	118	-	118
Electricity - General	13,000	7,588	8,495	(907)	1,084	1,133	(49)
Utility - Refuse Removal	1,100	644	1,229	(585)	92	187	(95)
Utility - Water & Sewer	1,500	875	700	175	125	99	26
Rental/Lease - Vehicle/Equip	1,700	994	924	70	142	132	10
R&M-General	6,000	3,500	3,053	447	500	460	40
R&M-Court Maintenance	12,000	7,000	10,129	(3,129)	1,000	1,371	(371)
R&M-Vandalism	500	300	-	300	-	-	-
Printing and Binding	1,500	875	-	875	125	-	125
Advertising	1,500	875	770	105	125	110	15
Misc-Employee Meals	1,900	1,300	218	1,082	600	-	600
Misc-Special Events	1,000	800	3,529	(2,729)	200	2,992	(2,792)
Misc-Training	500	280	192	88	40	-	40
Misc-Licenses & Permits	250	250	-	250	-	-	-
Office Supplies	3,000	1,750	2,225	(475)	250	772	(522)

**Statement of Revenues, Expenditures and Changes in Fund Balances**  
For the Period Ending April 30, 2018

ACCOUNT DESCRIPTION	ANNUAL ADOPTED BUDGET	YEAR TO DATE BUDGET	YEAR TO DATE ACTUAL	VARIANCE (\$) FAV(UNFAV)	APR-18 BUDGET	APR-18 ACTUAL	VARIANCE (\$) FAV(UNFAV)
Office Equipment	3,000	1,750	38	1,712	250	-	250
Teaching Supplies	3,000	2,000	1,603	397	600	-	600
Op Supplies - Uniforms	500	400	255	145	-	-	-
COS - Start Up Inventory	14,000	10,000	4,882	5,118	-	543	(543)
Subscriptions and Memberships	800	800	590	210	-	-	-
Cap Outlay-Machinery and Equip	10,000	7,000	6,700	300	-	-	-
<b>Total Tennis Court</b>	<b>436,550</b>	<b>259,917</b>	<b>283,524</b>	<b>(23,607)</b>	<b>33,154</b>	<b>42,996</b>	<b>(9,842)</b>
<b>TOTAL EXPENDITURES</b>	<b>4,145,304</b>	<b>2,705,449</b>	<b>2,673,330</b>	<b>32,119</b>	<b>265,481</b>	<b>291,318</b>	<b>(25,837)</b>
Excess (deficiency) of revenues Over (under) expenditures	-	1,192,500	1,176,577	(15,923)	130,987	(69,912)	(200,899)
Net change in fund balance	\$ -	\$ 1,192,500	\$ 1,176,577	\$ (15,923)	\$ 130,987	\$ (69,912)	\$ (200,899)
<b>FUND BALANCE, BEGINNING (OCT 1, 2017)</b>	<b>1,837,090</b>	<b>1,837,090</b>	<b>1,837,090</b>				
<b>FUND BALANCE, ENDING</b>	<b>\$ 1,837,090</b>	<b>\$ 3,029,590</b>	<b>\$ 3,013,667</b>				



**Statement of Revenues, Expenditures and Changes in Fund Balances**  
For the Period Ending April 30, 2018

ACCOUNT DESCRIPTION	ANNUAL ADOPTED BUDGET	YEAR TO DATE BUDGET	YEAR TO DATE ACTUAL	VARIANCE (\$) FAV(UNFAV)	APR-18 BUDGET	APR-18 ACTUAL	VARIANCE (\$) FAV(UNFAV)
<b>REVENUES</b>							
Interest - Investments	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Special Assmnts- Tax Collector	50,952	50,952	47,738	(3,214)	5,605	1,582	(4,023)
Special Assmnts- CDD Collected	1,667	1,667	1,668	1	833	834	1
Special Assmnts- Discounts	(2,039)	(2,039)	(1,757)	282	(224)	(4)	220
<b>TOTAL REVENUES</b>	<b>50,580</b>	<b>50,580</b>	<b>47,649</b>	<b>(2,931)</b>	<b>6,214</b>	<b>2,412</b>	<b>(3,802)</b>
<b>EXPENDITURES</b>							
<b>Administration</b>							
Misc-Assessmnt Collection Cost	1,019	1,019	920	99	112	32	80
<b>Total Administration</b>	<b>1,019</b>	<b>1,019</b>	<b>920</b>	<b>99</b>	<b>112</b>	<b>32</b>	<b>80</b>
<b>TOTAL EXPENDITURES</b>	<b>1,019</b>	<b>1,019</b>	<b>920</b>	<b>99</b>	<b>112</b>	<b>32</b>	<b>80</b>
Excess (deficiency) of revenues Over (under) expenditures	49,561	49,561	46,729	(2,832)	6,102	2,380	(3,722)
<b>OTHER FINANCING SOURCES (USES)</b>							
Contribution to (Use of) Fund Balance	49,561	-	-	-	-	-	-
<b>TOTAL FINANCING SOURCES (USES)</b>	<b>49,561</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
Net change in fund balance	\$ 49,561	\$ 49,561	\$ 46,729	\$ (2,832)	\$ 6,102	\$ 2,380	\$ (3,722)
<b>FUND BALANCE, BEGINNING (OCT 1, 2017)</b>	<b>-</b>	<b>-</b>	<b>-</b>				
<b>FUND BALANCE, ENDING</b>	<b>\$ 49,561</b>	<b>\$ 49,561</b>	<b>\$ 46,729</b>				

**Statement of Revenues, Expenditures and Changes in Fund Balances**  
For the Period Ending April 30, 2018

ACCOUNT DESCRIPTION	ANNUAL ADOPTED BUDGET	YEAR TO DATE BUDGET	YEAR TO DATE ACTUAL	VARIANCE (\$) FAV(UNFAV)	APR-18 BUDGET	APR-18 ACTUAL	VARIANCE (\$) FAV(UNFAV)
<b>REVENUES</b>							
Interest - Investments	\$ 250	\$ 147	\$ 1,377	\$ 1,230	\$ 21	\$ 631	\$ 610
Special Assmnts- Tax Collector	1,172,946	1,172,946	1,099,078	(73,868)	129,024	36,414	(92,610)
Special Assmnts- Prepayment	-	-	6,343	6,343	-	-	-
Special Assmnts- CDD Collected	38,056	38,056	38,056	-	19,028	19,028	-
Special Assmnts- Discounts	(46,918)	(46,918)	(40,448)	6,470	(5,161)	(97)	5,064
<b>TOTAL REVENUES</b>	<b>1,164,334</b>	<b>1,164,231</b>	<b>1,104,406</b>	<b>(59,825)</b>	<b>142,912</b>	<b>55,976</b>	<b>(86,936)</b>
<b>EXPENDITURES</b>							
<b>Administration</b>							
ProfServ-Trustee Fees	-	-	7,500	(7,500)	-	-	-
Bond Counsel	-	-	18,500	(18,500)	-	-	-
Misc-Assessmnt Collection Cost	23,459	23,459	21,173	2,286	2,581	726	1,855
<b>Total Administration</b>	<b>23,459</b>	<b>23,459</b>	<b>47,173</b>	<b>(23,714)</b>	<b>2,581</b>	<b>726</b>	<b>1,855</b>
<b>Debt Service</b>							
Principal Debt Retirement	550,000	-	-	-	-	-	-
Principal Prepayments	-	-	40,000	(40,000)	-	-	-
Interest Expense	600,750	300,375	300,375	-	-	-	-
<b>Total Debt Service</b>	<b>1,150,750</b>	<b>300,375</b>	<b>340,375</b>	<b>(40,000)</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>TOTAL EXPENDITURES</b>	<b>1,174,209</b>	<b>323,834</b>	<b>387,548</b>	<b>(63,714)</b>	<b>2,581</b>	<b>726</b>	<b>1,855</b>
Excess (deficiency) of revenues							
Over (under) expenditures	(9,875)	840,397	716,858	(123,539)	140,331	55,250	(85,081)

**Statement of Revenues, Expenditures and Changes in Fund Balances**  
For the Period Ending April 30, 2018

ACCOUNT DESCRIPTION	ANNUAL ADOPTED BUDGET	YEAR TO DATE BUDGET	YEAR TO DATE ACTUAL	VARIANCE (\$) FAV(UNFAV)	APR-18 BUDGET	APR-18 ACTUAL	VARIANCE (\$) FAV(UNFAV)
<b><u>OTHER FINANCING SOURCES (USES)</u></b>							
Contribution to (Use of) Fund Balance	(9,875)	-	-	-	-	-	-
<b>TOTAL FINANCING SOURCES (USES)</b>	<b>(9,875)</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
Net change in fund balance	\$ (9,875)	\$ 840,397	\$ 716,858	\$ (123,539)	\$ 140,331	\$ 55,250	\$ (85,081)
<b>FUND BALANCE, BEGINNING (OCT 1, 2017)</b>	<b>428,628</b>	<b>428,628</b>	<b>428,628</b>				
<b>FUND BALANCE, ENDING</b>	<b>\$ 418,753</b>	<b>\$ 1,269,025</b>	<b>\$ 1,145,486</b>				

**Statement of Revenues, Expenditures and Changes in Fund Balances**  
For the Period Ending April 30, 2018

ACCOUNT DESCRIPTION	ANNUAL ADOPTED BUDGET	YEAR TO DATE BUDGET	YEAR TO DATE ACTUAL	VARIANCE (\$) FAV(UNFAV)	APR-18 BUDGET	APR-18 ACTUAL	VARIANCE (\$) FAV(UNFAV)
<b>REVENUES</b>							
Interest - Investments	\$ 200	\$ 119	\$ 1,195	\$ 1,076	\$ 17	\$ 184	\$ 167
Special Assmnts- Tax Collector	1,033,891	1,033,891	980,271	(53,620)	113,728	32,477	(81,251)
Special Assmnts- Discounts	(41,356)	(41,356)	(36,076)	5,280	(4,549)	(87)	4,462
<b>TOTAL REVENUES</b>	<b>992,735</b>	<b>992,654</b>	<b>945,390</b>	<b>(47,264)</b>	<b>109,196</b>	<b>32,574</b>	<b>(76,622)</b>
<b>EXPENDITURES</b>							
<b>Administration</b>							
Misc-Assessmnt Collection Cost	20,678	20,678	18,884	1,794	2,276	648	1,628
<b>Total Administration</b>	<b>20,678</b>	<b>20,678</b>	<b>18,884</b>	<b>1,794</b>	<b>2,276</b>	<b>648</b>	<b>1,628</b>
<b>Debt Service</b>							
Debt Retirement Series A	490,000	-	-	-	-	-	-
Prepayments Series A	-	-	25,000	(25,000)	-	-	-
Interest Expense Series A	490,450	245,225	245,225	-	-	-	-
<b>Total Debt Service</b>	<b>980,450</b>	<b>245,225</b>	<b>270,225</b>	<b>(25,000)</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>TOTAL EXPENDITURES</b>	<b>1,001,128</b>	<b>265,903</b>	<b>289,109</b>	<b>(23,206)</b>	<b>2,276</b>	<b>648</b>	<b>1,628</b>
Excess (deficiency) of revenues Over (under) expenditures	(8,393)	726,751	656,281	(70,470)	106,920	31,926	(74,994)
<b>OTHER FINANCING SOURCES (USES)</b>							
Operating Transfers-Out	-	-	(165)	(165)	-	(84)	(84)
Contribution to (Use of) Fund Balance	(8,393)	-	-	-	-	-	-

**Statement of Revenues, Expenditures and Changes in Fund Balances**

For the Period Ending April 30, 2018

ACCOUNT DESCRIPTION	ANNUAL ADOPTED BUDGET	YEAR TO DATE BUDGET	YEAR TO DATE ACTUAL	VARIANCE (\$) FAV(UNFAV)	APR-18 BUDGET	APR-18 ACTUAL	VARIANCE (\$) FAV(UNFAV)
<b>TOTAL FINANCING SOURCES (USES)</b>	<b>(8,393)</b>	<b>-</b>	<b>(165)</b>	<b>(165)</b>	<b>-</b>	<b>(84)</b>	<b>(84)</b>
Net change in fund balance	\$ (8,393)	\$ 726,751	\$ 656,116	\$ (70,635)	\$ 106,920	\$ 31,842	\$ (75,078)
<b>FUND BALANCE, BEGINNING (OCT 1, 2017)</b>	<b>833,587</b>	<b>833,587</b>	<b>833,587</b>				
<b>FUND BALANCE, ENDING</b>	<b>\$ 825,194</b>	<b>\$ 1,560,338</b>	<b>\$ 1,489,703</b>				

**Statement of Revenues, Expenditures and Changes in Fund Balances**  
For the Period Ending April 30, 2018

ACCOUNT DESCRIPTION	ANNUAL ADOPTED BUDGET	YEAR TO DATE BUDGET	YEAR TO DATE ACTUAL	VARIANCE (\$) FAV(UNFAV)	APR-18 BUDGET	APR-18 ACTUAL	VARIANCE (\$) FAV(UNFAV)
<b>REVENUES</b>							
Interest - Investments	\$ 100	\$ 60	\$ 308	\$ 248	\$ 8	\$ 85	\$ 77
Special Assmnts- Tax Collector	66,660	66,660	63,202	(3,458)	7,332	2,094	(5,238)
Special Assmnts- Prepayment	-	-	11,818	11,818	-	-	-
Special Assmnts- Discounts	(2,666)	(2,666)	(2,326)	340	(294)	(6)	288
<b>TOTAL REVENUES</b>	<b>64,094</b>	<b>64,054</b>	<b>73,002</b>	<b>8,948</b>	<b>7,046</b>	<b>2,173</b>	<b>(4,873)</b>
<b>EXPENDITURES</b>							
<b>Administration</b>							
Misc-Assessmnt Collection Cost	1,333	1,333	1,218	115	147	42	105
<b>Total Administration</b>	<b>1,333</b>	<b>1,333</b>	<b>1,218</b>	<b>115</b>	<b>147</b>	<b>42</b>	<b>105</b>
<b>Debt Service</b>							
Principal Debt Retirement	10,000	-	-	-	-	-	-
Interest Expense	49,928	24,964	24,964	-	-	-	-
<b>Total Debt Service</b>	<b>59,928</b>	<b>24,964</b>	<b>24,964</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>TOTAL EXPENDITURES</b>	<b>61,261</b>	<b>26,297</b>	<b>26,182</b>	<b>115</b>	<b>147</b>	<b>42</b>	<b>105</b>
Excess (deficiency) of revenues Over (under) expenditures	2,833	37,757	46,820	9,063	6,899	2,131	(4,768)
<b>OTHER FINANCING SOURCES (USES)</b>							
Contribution to (Use of) Fund Balance	2,833	-	-	-	-	-	-
<b>TOTAL FINANCING SOURCES (USES)</b>	<b>2,833</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>

**Statement of Revenues, Expenditures and Changes in Fund Balances**

For the Period Ending April 30, 2018

<b>ACCOUNT DESCRIPTION</b>	<b>ANNUAL ADOPTED BUDGET</b>	<b>YEAR TO DATE BUDGET</b>	<b>YEAR TO DATE ACTUAL</b>	<b>VARIANCE (\$) FAV(UNFAV)</b>	<b>APR-18 BUDGET</b>	<b>APR-18 ACTUAL</b>	<b>VARIANCE (\$) FAV(UNFAV)</b>
Net change in fund balance	\$ 2,833	\$ 37,757	\$ 46,820	\$ 9,063	\$ 6,899	\$ 2,131	\$ (4,768)
<b>FUND BALANCE, BEGINNING (OCT 1, 2017)</b>	<b>60,223</b>	<b>60,223</b>	<b>60,223</b>				
<b>FUND BALANCE, ENDING</b>	<b>\$ 63,056</b>	<b>\$ 97,980</b>	<b>\$ 107,043</b>				

**Statement of Revenues, Expenditures and Changes in Fund Balances**  
For the Period Ending April 30, 2018

ACCOUNT DESCRIPTION	ANNUAL ADOPTED BUDGET	YEAR TO DATE BUDGET	YEAR TO DATE ACTUAL	VARIANCE (\$) FAV(UNFAV)	APR-18 BUDGET	APR-18 ACTUAL	VARIANCE (\$) FAV(UNFAV)
<b>REVENUES</b>							
Interest - Investments	\$ -	\$ -	\$ 705	\$ 705	\$ -	\$ 73	\$ 73
<b>TOTAL REVENUES</b>	<b>-</b>	<b>-</b>	<b>705</b>	<b>705</b>	<b>-</b>	<b>73</b>	<b>73</b>
<b>EXPENDITURES</b>							
<b>Construction In Progress</b>							
Construction in Progress	-	-	870,572	(870,572)	-	21,468	(21,468)
<b>Total Construction In Progress</b>	<b>-</b>	<b>-</b>	<b>870,572</b>	<b>(870,572)</b>	<b>-</b>	<b>21,468</b>	<b>(21,468)</b>
<b>TOTAL EXPENDITURES</b>	<b>-</b>	<b>-</b>	<b>870,572</b>	<b>(870,572)</b>	<b>-</b>	<b>21,468</b>	<b>(21,468)</b>
Excess (deficiency) of revenues Over (under) expenditures	-	-	(869,867)	(869,867)	-	(21,395)	(21,395)
<b>OTHER FINANCING SOURCES (USES)</b>							
Interfund Transfer - In	-	-	165	165	-	84	84
<b>TOTAL FINANCING SOURCES (USES)</b>	<b>-</b>	<b>-</b>	<b>165</b>	<b>165</b>	<b>-</b>	<b>84</b>	<b>84</b>
Net change in fund balance	\$ -	\$ -	\$ (869,702)	\$ (869,702)	\$ -	\$ (21,311)	\$ (21,311)
<b>FUND BALANCE, BEGINNING (OCT 1, 2017)</b>	<b>-</b>	<b>-</b>	<b>1,235,042</b>				
<b>FUND BALANCE, ENDING</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 365,340</b>				



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

**Supporting Schedules**

**April 30, 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
03/13/18	\$ 109,617	\$ 1,117	\$ 2,237	\$ 112,971	\$ 65,673	\$ 1,031	\$ 46,267
04/18/18	\$ 169,405	\$ 463	\$ 3,457	\$ 173,326	\$ 100,759	\$ 1,582	\$ 70,985
<b>TOTAL</b>	<b>\$ 4,938,210</b>	<b>\$ 192,531</b>	<b>\$ 100,780</b>	<b>\$ 5,231,520</b>	<b>\$ 3,041,230</b>	<b>\$ 47,738</b>	<b>\$ 2,142,551</b>
<b>TOTAL OUTSTANDING</b>				<b>\$ 286,160</b>	<b>\$ 166,353</b>	<b>\$ 2,611</b>	<b>\$ 117,196</b>
<b>% COLLECTED TO DATE</b>				<b>94.81%</b>	<b>94.81%</b>	<b>94.81%</b>	<b>94.81%</b>

(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)				\$ 52,123	\$ 12,399	\$ 1,668	\$ 38,056
Allocation%				100%	24%	3%	73%
10/19/17	\$ 20,895				\$ 1,033	\$ 834	\$ 19,028
11/30/17	\$ 1,033				\$ 1,033	\$ -	\$ -
12/12/17	\$ 1,033				\$ 1,033	\$ -	\$ -
01/21/18	\$ 1,033				\$ 1,033	\$ -	\$ -
04/06/18	\$ 3,934				\$ 3,100	\$ 834	\$ -
04/26/18	\$ 19,028				-	-	19,027.87
<b>TOTAL</b>	<b>\$ 46,956</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 7,232</b>	<b>\$ 1,668</b>	<b>\$ 38,056</b>
<b>% COLLECTED TO DATE</b>				0%	58%	100%	100%

(1) Assessment Notes:	Total	General Fund	Series 2002		
			Reserve Capital Project Fund	Debt Service Fund	
St. Augustine Land & Timber LLC	Total	52,123	12,399	1,668	38,056

**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	\$ -
<b>TOTAL</b>	<b>\$ 16,604</b>	<b>\$ (4,283)</b>	<b>\$ 339</b>	<b>\$ 12,659</b>	<b>\$ 12,659</b>	<b>\$ -</b>
<b>TOTAL OUTSTANDING</b>				<b>\$ 148,700</b>	<b>\$ 69,347</b>	<b>\$ 63,501</b>

- (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**

April 30, 2018

<u>Account Name</u>	<u>Bank Name</u>	<u>Investment Type</u>	<u>Maturity</u>	<u>Yield</u>	<u>Balance</u>
<b>GENERAL FUND</b>					
Checking Account - Operating	BB&T	Checking Account	n/a	0.00%	\$917,374
Money Market	BankUnited	Money Market Account	n/a	1.00%	\$2,428,926
<b>Subtotal</b>					<b>\$3,346,300</b>
<b>DEBT SERVICE FUNDS</b>					
Series 2002 Prepayment Fund	US Bank	Government Obligation Fund	n/a	0.05%	\$9,035
Series 2002 Reserve Fund	US Bank	US Bank Open-Ended Commercial Paper	n/a	0.05%	\$49,717
Series 2002 Revenue Fund	US Bank	US Bank Open-Ended Commercial Paper	n/a	0.05%	\$1,009,087
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%	\$486,625
Series 2015A Revenue Fund	US Bank	US Bank Open-Ended Commercial Paper	n/a	0.05%	\$949,977
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%	\$60,518
Series 2016 Revenue Fund	US Bank	US Bank Open-Ended Commercial Paper	n/a	0.05%	\$11,824
<b>CONSTRUCTION FUND</b>					
Series 2015A Construction Fund	US Bank	US Bank Open-Ended Commercial Paper	n/a	0.05%	\$419,463
<b>Total</b>					<b>\$6,373,946</b>

Payroll Invoice Approval Listing

**April 30, 2018**

Week	Date	Amount
Week # 15	04/13/18	\$49,074.88
Week # 17	04/27/18	\$43,737.62
Total		\$92,812.50

**Statistical Summary**

Company:49Z - Marshal Creek Con Service Center:0030 SEMA Status:Under Review  
 Week#:15 Pay Date:04/13/2018 P/E Date:04/08/2018  
 Qtr/Year:2/2018 Run Time/Date:16:33:24 PM EDT 04/09/2018

<b>Taxes Debited</b>	Federal Income Ta:	3,665.19	
	Earned Income Credit Advance:	0.00	
	Social Security - EE	2,835.31	
	Social Security - ER	2,835.29	
	Social Security Adj - EE	0.00	
	Medicare - EE	663.07	
	Medicare - ER	663.09	
	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		
<b>Total Taxes Debited</b>	<b>10,661.95</b>		
<b>Other Transfers</b>	ADP Check Acct. No.0000241662195Tran/ABA263191387	8,997.28	
	Full Service Direct Deposit Acct. No.0000241662195Tran/ABA263191387	29,415.65	
<b>Total Amount Debited From Your Account</b>		<b>49,074.88</b>	<b>Total Liability</b>
<b>Bank Debits &amp; Other Liability</b>	Adjustments/Prepay/Voids	0.00	<b>49,074.88</b>
<b>Taxes- Your Responsibility</b>	None this payroll		<b>49,074.88</b>

*Aileen Ciesla*  
4/9/18

**Statistical Summary**

Company:49Z - Marshal Creek Con Service Center:0030 SEMA  
 Week#:17 Pay Date:04/27/2018  
 Qtr/Year:2/2018 Run Time/Date:16:06:23 PM EDT 04/23/2018

Status:Under Review  
 P/E Date:04/22/2018

<b>Taxes Debited</b>	Federal Income Tax	2,846.02	
	Earned Income Credit Advance:	0.00	
	Social Security - EE	2,527.91	
	Social Security - ER	2,527.90	
	Social Security Adj - EE	0.00	
	Medicare - EE	591.23	
	Medicare - ER	591.20	
	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		
<b>Total Taxes Debited</b>	<b>9,084.26</b>		
<b>Other Transfers</b>	ADP Check Acct. No.0000241662195Tran/ABA263191387	9,411.47	
	Full Service Direct Deposit Acct. No.0000241662195Tran/ABA263191387	25,241.89	
<b>Total Amount Debited From Your Account</b>		<b>43,737.62</b>	<b>Total Liability</b>
<b>Bank Debits &amp; Other Liability</b>	Adjustments/Prepay/Voids	0.00	<b>43,737.62</b>
<b>Taxes- Your Responsibility</b>	None this payroll		<b>43,737.62</b>

*Velen Ciesla*  
 5/7/18



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

**Recap of Capital Project Fund Activity Through April , 2018**

<b>Source of Funds:</b>	<u>Amount</u>
Opening Balance in Construction Account	\$ 1,508,037
Opening Balance in Cost of Issuance account	159,750
Interest Earned	
Construction Account	\$ 4,690
Cost of Issuance Account	4
Private Source: Contribution from	
Reserve Account (transferred)	1,368
	<u>\$ 6,063</u>
 <b>Total Source of Funds:</b>	 <b><u>\$ 1,673,850</u></b>
 <b>Use of Funds:</b>	
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	1,139,402
Tolomato Boardwalk Golf Cart Parking	-
Retainage	(53,374)
<b>Total Use of Funds:</b>	<b><u>\$ 1,254,387</u></b>
 <b>Net Available Amount to spend in Construction Account at March 31, 2018</b>	 <b><u>\$ 419,463</u></b>

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

**Check Register**

**April 1 - April 30, 2018**

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

Payment Register by Fund  
For the Period from 4/1/2018 to 4/30/2018  
(Sorted by Check / ACH No.)

Fund No.	Check / ACH No.	Date	Payee	Invoice No.	Payment Description	Invoice / GL Description	G/L Account #	Amount Paid
<b>GENERAL FUND - 001</b>								
001	9634	04/05/18	ADP, INC.	510964234	PERIOD ENDING 2/28/18	Payroll-Benefits	512010-53902	\$90.26
001	9634	04/05/18	ADP, INC.	510964234	PERIOD ENDING 2/28/18	Payroll-Benefits	512010-57205	\$451.83
001	9634	04/05/18	ADP, INC.	510964234	PERIOD ENDING 2/28/18	Payroll-Benefits	512010-57205	\$59.01
001	9634	04/05/18	ADP, INC.	510964234	PERIOD ENDING 2/28/18	Payroll-Benefits	512010-52901	\$7.52
001	9634	04/05/18	ADP, INC.	510964234	PERIOD ENDING 2/28/18	Payroll-Benefits	512010-53901	\$6.02
001	9635	04/05/18	AETNA	H6137902	COVERAGE PERIOD 4/1-4/30/18	Payroll-Benefits	512010-53902	\$6,332.00
001	9635	04/05/18	AETNA	H6137902	COVERAGE PERIOD 4/1-4/30/18	Payroll-Benefits	512010-57205	\$1,590.40
001	9635	04/05/18	AETNA	H6137902	COVERAGE PERIOD 4/1-4/30/18	Payroll-Benefits	512010-57206	\$1,572.15
001	9635	04/05/18	AETNA	H6137902	COVERAGE PERIOD 4/1-4/30/18	Payroll-Benefits	512010-52901	\$360.25
001	9635	04/05/18	AETNA	H6137902	COVERAGE PERIOD 4/1-4/30/18	Payroll-Benefits	512010-53901	\$288.20
001	9636	04/05/18	AT&T	031618-6955	904 824-6955 3/16-4/15/18	R&M-Gate	546034-52901	\$311.90
001	9636	04/05/18	AT&T	031018-5051	ACCT# 254545051	Communication - Telephone	541003-57205	\$71.22
001	9637	04/05/18	BANKS, JEREMY	JB032118	SECURITY FOR 3/18/18	Contracts-Roving Patrol	534099-52901	\$175.00
001	9638	04/05/18	BUCHANAN SIGN & FLAG CENTER	R-07662-01	NO OUTLET SIGN	R&M-Roads & Alleyways	546081-53901	\$96.00
001	9638	04/05/18	BUCHANAN SIGN & FLAG CENTER	R-07616-01	MISC SIGNS	R&M-Roads & Alleyways	546081-53901	\$613.50
001	9638	04/05/18	BUCHANAN SIGN & FLAG CENTER	R-07570-01	ALUMINUM, FLAG	R&M-Roads & Alleyways	546081-53901	\$192.80
001	9639	04/05/18	CLUBSYSTEMS GROUP	SUP7083505	IT	Misc-Connection Computer	549016-53910	\$255.00
001	9639	04/05/18	CLUBSYSTEMS GROUP	SUP7083505	IT	ProfServ-Info Technology	531020-57206	\$1,215.00
001	9640	04/05/18	COSTANZO, MARILYN	032618	TAI CHI	Payroll-Shared Personnel	512011-53910	\$35.00
001	9641	04/05/18	DANIEL P CALDARERA	032618	SPIN	Payroll-Shared Personnel	512011-53910	\$140.00
001	9642	04/05/18	DEFOREST E. BOWMAN	032618	KIDS FITNESS	Payroll-Shared Personnel	512011-53910	\$35.00
001	9643	04/05/18	DIRECT TV	33802150098	SERVICE FOR 3/19-4/18/18	Utility - Cable TV Billing	543003-57206	\$166.97
001	9644	04/05/18	ERIN GUNIA	032418	REIMB FOR AMAZON 3/19/18	Op Supplies - Summer Camp	552033-57205	\$37.19
001	9645	04/05/18	ERIN M LANDRY	032618	YOGA	Payroll-Shared Personnel	512011-53910	\$35.00
001	9646	04/05/18	EVANS, THOMAS	TE032118	SECURITY FOR 3/17/18	Contracts-Roving Patrol	534099-52901	\$105.00
001	9647	04/05/18	FEDEX	6-123-44915	SERVICE FOR 3/9 THRU 3/12/18	Postage and Freight	541006-51301	\$157.99
001	9647	04/05/18	FEDEX	6-131-11298	SERVICE FOR 3/15/18	Postage and Freight	541006-51301	\$12.73
001	9648	04/05/18	FPL	MARCH-18-B	SERVICE FOR 2/8 THRU 3/8/18	Utility - General	543001-57205	\$1,910.93
001	9648	04/05/18	FPL	MARCH-18-B	SERVICE FOR 2/8 THRU 3/8/18	Electricity - Streetlighting	543013-53903	\$575.94
001	9648	04/05/18	FPL	MARCH-18-B	SERVICE FOR 2/8 THRU 3/8/18	Electricity - General	543006-57206	\$1,207.57
001	9648	04/05/18	FPL	MARCH-18-B	SERVICE FOR 2/8 THRU 3/8/18	R&M-Gate	546034-52901	\$74.91
001	9648	04/05/18	FPL	80384-030818	68287-80384 2/8 THRU 3/8/18	Electricity - General	543006-53902	\$65.11
001	9649	04/05/18	GARY PERNA	GP032118	SECURITY FOR 3/15 AND 3/20/18	Contracts-Roving Patrol	534099-52901	\$245.00
001	9650	04/05/18	GLENDA AVILE'S MALEWICKI	032618-MCCDD	SENIOR YOGA & SENIOR PILATES	Contracts-Outside Fitness	534111-57202	\$210.00
001	9651	04/05/18	HARDWICK FENCE LLC	040418-DEPOSIT	DEPOSIT REPLACE FENCE WOOD	R&M-Roads & Alleyways	546081-53901	\$7,397.00
001	9652	04/05/18	HARDWICK LOCK LLC	476145	OFFICE SUPPLIES	R&M-Equipment	546022-53902	\$189.00
001	9653	04/05/18	HOME DEPOT CREDIT SERVICES	3012680	MISC OFFICE EQUIPMENT	R&M-Equipment	546022-53902	\$254.97
001	9654	04/05/18	JOSIE LYNN CARLETON	032618	PILATES	Payroll-Shared Personnel	512011-53910	\$105.00

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

Payment Register by Fund  
For the Period from 4/1/2018 to 4/30/2018  
(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	9655	04/05/18	KOWIESKI, DOUGLAS	DK032118	SECURITY FOR 3/16/18	Contracts-Roving Patrol	534099-52901	\$210.00
001	9656	04/05/18	L. WERNINCK & SONS, INC.	515694	CONCRETE	R&M-Roads & Alleyways	546081-53901	\$234.58
001	9656	04/05/18	L. WERNINCK & SONS, INC.	515700	PT 1/8	R&M-Buildings	546012-53901	\$23.88
001	9656	04/05/18	L. WERNINCK & SONS, INC.	515639	PT 8/8	R&M-Buildings	546012-53901	\$52.82
001	9656	04/05/18	L. WERNINCK & SONS, INC.	515200	MISC OFFICE EQUIPMENT	R&M-Buildings	546012-53902	\$441.76
001	9657	04/05/18	LAMP SALES UNLIMITED, INC.	171150	MISC LIGHTS	R&M-Court Maintenance	546017-57206	\$397.48
001	9658	04/05/18	LAURA CORREA	032618-MCCDD	POUND	Contracts-Outside Fitness	534111-57202	\$70.00
001	9659	04/05/18	MADELIN LEPRI	022618-MCCDD	YOGA	Payroll-Shared Personnel	512011-53910	\$35.00
001	9660	04/05/18	MATTHEW BROADUS ADVERTISING, I	26518	3*5 DIGITAL PRINT	Op Supplies - General	552001-53902	\$200.00
001	9660	04/05/18	MATTHEW BROADUS ADVERTISING, I	26498	POOL RULES SIGN	R&M-Pools	546074-57205	\$325.00
001	9661	04/05/18	MICHAEL KYPRISS	032618	TENNIS LESSONS	Payroll-Commission	512040-57206	\$269.25
001	9662	04/05/18	MIRANDA G BULGER	032618	SPIN,HIIT, EXTREME BURN	Payroll-Shared Personnel	512011-53910	\$262.50
001	9663	04/05/18	MONICA FOURMAN	03262018-MCCDD	EXTREME BURN	Payroll-Shared Personnel	512011-53910	\$52.50
001	9664	04/05/18	MUNICIPAL CAPITAL CORP	900230218	CONTRACT PMT# 18 OF 36	Cap Outlay-Machinery and Equip	564001-53902	\$1,534.83
001	9665	04/05/18	NANCY COHEN	032018	NUTRITION SEMINAR	Contracts-Outside Fitness	534111-57202	\$112.50
001	9666	04/05/18	NEWVENTURE OF JACKSONVILLE, INC	160101	JANITORIAL 4/18	Contracts-Janitorial Services	534026-57206	\$500.00
001	9667	04/05/18	PINCH A PENNY 038	296917	TAYLOR RGNT #9 SULF AC	R&M-Pools	546074-57205	\$7.99
001	9668	04/05/18	POOLSURE	131295577464	WATER MANAGEMENT	R&M-Pools	546074-57205	\$973.35
001	9669	04/05/18	PROFORMA	OA98004075	MENS POLOS	Op Supplies - Uniforms	552028-53902	\$356.00
001	9669	04/05/18	PROFORMA	OA98004075	MENS POLOS	Op Supplies - General	552001-53910	\$156.00
001	9670	04/05/18	RAMCO PROTECTIVE SECURITY SOLUTIONS	19761	SECURITY THRU 3/30/18	Contracts-Security Services	534037-52901	\$5,832.00
001	9671	04/05/18	RENEE R YOOS	032618	FIT, WARRIOR SCULPT,BALLS & BA	Payroll-Shared Personnel	512011-53910	\$175.00
001	9672	04/05/18	REPUBLIC SERVICES OF FL, L.P	0687-000886316	3-0687-0004771 4/1-4/30/18	Utility - Refuse Removal	543020-53902	\$400.81
001	9672	04/05/18	REPUBLIC SERVICES OF FL, L.P	0687-000886306	3-0687-3618319 4/1-4/30/18	Utility - Refuse Removal	543020-53902	\$208.47
001	9672	04/05/18	REPUBLIC SERVICES OF FL, L.P	0687-000886306	3-0687-3618319 4/1-4/30/18	Utility - General	543001-57205	\$195.60
001	9672	04/05/18	REPUBLIC SERVICES OF FL, L.P	0687-000886306	3-0687-3618319 4/1-4/30/18	Utility - Refuse Removal	543020-57206	\$195.59
001	9673	04/05/18	RONALD C. CULLUM	032618	TAI CHI	Payroll-Shared Personnel	512011-53910	\$35.00
001	9674	04/05/18	ST. AUGUSTINE RECORD	0003019080-01	NOTICE OF MEETING 3/14/18	Legal Advertising	548002-51301	\$94.24
001	9675	04/05/18	ST. JOHNS COUNTY UTILITY DEPT.	031918-126261	532033-126261 2/19-3/19/18	R&M-Gate	546034-52901	\$61.54
001	9675	04/05/18	ST. JOHNS COUNTY UTILITY DEPT.	031918-104785	514213-104785 2/19 THRU 3/19/1	Utility - General	543001-57205	\$398.59
001	9675	04/05/18	ST. JOHNS COUNTY UTILITY DEPT.	031918-121119	514214-121119 2/19-3/19/18	Utility - Water & Sewer	543021-57206	\$157.40
001	9675	04/05/18	ST. JOHNS COUNTY UTILITY DEPT.	031918-101723	514213-101723 2/19 THRU 3/19/1	R&M-Gate	546034-52901	\$35.54
001	9675	04/05/18	ST. JOHNS COUNTY UTILITY DEPT.	031918-114653	514211-114653 2/19 THRU 3/19/1	Utility - Water & Sewer	543021-53903	\$183.89
001	9675	04/05/18	ST. JOHNS COUNTY UTILITY DEPT.	031918-114659	514215-114659 2/19 -3/19/18	Utility - General	543001-57205	\$523.99
001	9676	04/05/18	SUN LIFE FINANCIAL	APRIL2018	BILLING PERIOD 4/1 THRU 4/30/1	Payroll-Benefits	512010-53902	\$533.53
001	9676	04/05/18	SUN LIFE FINANCIAL	APRIL2018	BILLING PERIOD 4/1 THRU 4/30/1	Payroll-Benefits	512010-57205	\$221.79
001	9676	04/05/18	SUN LIFE FINANCIAL	APRIL2018	BILLING PERIOD 4/1 THRU 4/30/1	Payroll-Benefits	512010-57206	\$161.83
001	9676	04/05/18	SUN LIFE FINANCIAL	APRIL2018	BILLING PERIOD 4/1 THRU 4/30/1	Payroll-Benefits	512010-52901	\$69.67
001	9676	04/05/18	SUN LIFE FINANCIAL	APRIL2018	BILLING PERIOD 4/1 THRU 4/30/1	Payroll-Benefits	512010-53901	\$55.74
001	9677	04/05/18	TURNER PEST CONTROL LLC	5173990	3/18 PEST CONTROL	Contracts-Misc Labor	534025-57202	\$46.00

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

Payment Register by Fund  
For the Period from 4/1/2018 to 4/30/2018  
(Sorted by Check / ACH No.)

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001	9677	04/05/18	TURNER PEST CONTROL LLC	5173990	3/18 PEST CONTROL	R&M-Gate	546034-52901	\$46.00
001	9677	04/05/18	TURNER PEST CONTROL LLC	5173990	3/18 PEST CONTROL	R&M-General	546001-57206	\$23.00
001	9678	04/05/18	UNUM LIFE INSURANCE	MARCH2018	COVERAGE PERIOD 3/1-3/31/18	Payroll-Benefits	512010-53902	\$190.88
001	9678	04/05/18	UNUM LIFE INSURANCE	MARCH2018	COVERAGE PERIOD 3/1-3/31/18	Payroll-Benefits	512010-57205	\$82.93
001	9678	04/05/18	UNUM LIFE INSURANCE	MARCH2018	COVERAGE PERIOD 3/1-3/31/18	Payroll-Benefits	512010-57206	\$70.07
001	9678	04/05/18	UNUM LIFE INSURANCE	MARCH2018	COVERAGE PERIOD 3/1-3/31/18	Payroll-Benefits	512010-52901	\$16.61
001	9678	04/05/18	UNUM LIFE INSURANCE	MARCH2018	COVERAGE PERIOD 3/1-3/31/18	Payroll-Benefits	512010-53901	\$13.29
001	9679	04/05/18	USA SERVICES OF FLORIDA, INC	381124	SWEEPING 3/8 AND 3/9/18	R&M-Roads & Alleyways	546081-53901	\$1,437.50
001	9680	04/05/18	USBANK	56725-030718	REVENUE BOND SERIES 2002	ProfServ-Trustee Fees	531045-51301	\$6,453.10
001	9681	04/05/18	VILLAGE KEY & ALARM, INC.	317356	PHONE 4/1 THRU 6/30/18	Contracts-Misc Labor	534025-57202	\$60.00
001	9682	04/05/18	ZUZANA PADUANO	032618	PERSONAL TRAINING	Payroll-Shared Personnel	512011-53910	\$108.00
001	9683	04/17/18	ADP, INC.	511821794	PERIOD ENDING 3/25/18	Payroll-Benefits	512010-53902	\$77.43
001	9683	04/17/18	ADP, INC.	511821794	PERIOD ENDING 3/25/18	Payroll-Benefits	512010-57205	\$155.25
001	9683	04/17/18	ADP, INC.	511821794	PERIOD ENDING 3/25/18	Payroll-Benefits	512010-57206	\$57.88
001	9683	04/17/18	ADP, INC.	511821794	PERIOD ENDING 3/25/18	Payroll-Benefits	512010-52901	\$7.34
001	9683	04/17/18	ADP, INC.	511821794	PERIOD ENDING 3/25/18	Payroll-Benefits	512010-53901	\$5.87
001	9683	04/17/18	ADP, INC.	511821794	PERIOD ENDING 3/25/18	P/R-Board of Supervisors	511001-51101	\$26.70
001	9684	04/17/18	AFLAC	976041	BILLING PERIOD 3/18	Payroll-Benefits	512010-57206	\$109.98
001	9684	04/17/18	AFLAC	976041	BILLING PERIOD 3/18	Payroll-Benefits	512010-57205	\$106.89
001	9684	04/17/18	AFLAC	976041	BILLING PERIOD 3/18	Payroll-Benefits	512010-53902	\$361.32
001	9684	04/17/18	AFLAC	976041	BILLING PERIOD 3/18	Payroll-Benefits	512010-52901	\$87.39
001	9684	04/17/18	AFLAC	976041	BILLING PERIOD 3/18	Payroll-Benefits	512010-53901	\$87.39
001	9685	04/17/18	AT&T	6070201404	171-799-7313 SERVICE FOR 3/18	Communication - Telephone	541003-57206	\$444.42
001	9685	04/17/18	AT&T	10562-032318	904 819 0006 3/28-4/27/18	R&M-Gate	546034-52901	\$247.45
001	9685	04/17/18	AT&T	10567-040218	904 599 9020 4/2 THRU 5/1/18	R&M-Irrigation	546041-53902	\$148.16
001	9685	04/17/18	AT&T	10567-040218	904 599 9020 4/2 THRU 5/1/18	Communication - Telephone	541003-57205	\$888.98
001	9686	04/17/18	BANKS, JEREMY	JB032818	SECURITY FOR 3/24 AND 3/26/18	Contracts-Roving Patrol	534099-52901	\$245.00
001	9687	04/17/18	CHAD EUGENE HALLMAN	CH032818	OFF DUTY ROVING 3/23/18	Contracts-Roving Patrol	534099-52901	\$140.00
001	9688	04/17/18	CINTAS CORP	8403584059	MISC FIRST AID SUPPLIES	Office Supplies	551002-57205	\$44.13
001	9688	04/17/18	CINTAS CORP	8403584059	MISC FIRST AID SUPPLIES	Op Supplies - General	552001-53910	\$44.13
001	9689	04/17/18	CLEAR WATERS INC.	88417	TREATMENT OF LAKES	R&M-Lake	546042-53903	\$4,290.00
001	9690	04/17/18	COSTCO MEMBERSHIP	RENEWAL-MAY 18	RENEWAL 5/18	Subscriptions and Memberships	554001-57205	\$60.00
001	9691	04/17/18	CRONIN ACE HARDWARE	71/2	CONNECTOR, FLAT WASHER	Op Supplies - General	552001-53902	\$12.71
001	9692	04/17/18	DEBOW'S APPLIANCE SERVICE	040118	ICE MACHINE RENTAL 4/18	Rental/Lease - Vehicle/Equip	544003-57206	\$132.00
001	9693	04/17/18	DOWNEY'S JANITORIAL SUPPLIES	41-14892	TORK XPRESS MULTI-FOLD	Op Supplies - Spa & Paper	552012-57205	\$62.80
001	9693	04/17/18	DOWNEY'S JANITORIAL SUPPLIES	41-14858	METAL TIP HANDLE	Office Equipment	551005-53902	\$12.64
001	9694	04/17/18	FPL	040518	SERVICE FOR 3/6 THRU 4/5/18	Electricity - Streetlighting	543013-53903	\$554.34
001	9695	04/17/18	GARY PERNA	GP032818	SECURITY FOR 3/25/18	Contracts-Roving Patrol	534099-52901	\$140.00
001	9696	04/17/18	HARDWICK FENCE LLC	040418-BALANCE	50% BALANCE REPLACE FENCE	R&M-Roads & Alleyways	546081-53901	\$7,397.00
001	9697	04/17/18	HEAD PENN/ RACQUET SPORTS	5192758090	WRISTBAND	Misc-Special Events	549052-57206	\$314.30

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

Payment Register by Fund  
For the Period from 4/1/2018 to 4/30/2018  
(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	9697	04/17/18	HEAD PENN/ RACQUET SPORTS	5192753912	MISC SUPPLIES	COS - Start Up Inventory	552143-57206	\$295.20
001	9697	04/17/18	HEAD PENN/ RACQUET SPORTS	5192762306	MISC SUPPLIES FOR CAMP	Misc-Special Events	549052-57206	\$206.30
001	9698	04/17/18	HINES PALENCIA PROPERTY	032918	SALARY ALLOCATION 3/30/18	ProfServ-Field Management	531016-53910	\$9,458.33
001	9699	04/17/18	HINES PALENCIA PROPERTY	BB_WCFEB2018-IT	1ST QTR 2018 IT ALLOCATION	Op Supplies - General	552001-53902	\$163.42
001	9699	04/17/18	HINES PALENCIA PROPERTY	BB_WCFEB2018-IT	1ST QTR 2018 IT ALLOCATION	Op Supplies - General	552001-53910	\$54.54
001	9699	04/17/18	HINES PALENCIA PROPERTY	BB_WCFEB2018-IT	1ST QTR 2018 IT ALLOCATION	ProfServ-Info Technology	531020-57205	\$27.30
001	9699	04/17/18	HINES PALENCIA PROPERTY	BB_WCFEB2018-IT	1ST QTR 2018 IT ALLOCATION	ProfServ-Info Technology	531020-57206	\$272.90
001	9699	04/17/18	HINES PALENCIA PROPERTY	BB-WCFEB2018-SHI	REIMB CELL PHONE 2/1-1/31/19	Communication - Telephone	541003-53910	\$83.46
001	9699	04/17/18	HINES PALENCIA PROPERTY	BB-WCFEB2018-SHI	REIMB CELL PHONE 2/1-1/31/19	Communication - Telephone	541003-53910	\$41.73
001	9700	04/17/18	HOME DEPOT CREDIT SERVICES	3032497	MISC SUPPLIES	Op Supplies - General	552001-53910	\$45.88
001	9700	04/17/18	HOME DEPOT CREDIT SERVICES	3032497	MISC SUPPLIES	R&M-Pools	546074-57205	\$67.27
001	9700	04/17/18	HOME DEPOT CREDIT SERVICES	1090827	MISC SUPPLIES	Op Supplies - General	552001-53910	\$38.68
001	9700	04/17/18	HOME DEPOT CREDIT SERVICES	5153229	MISC SUPPLIES FOR ROADS	R&M-Roads & Alleyways	546081-53901	\$14.12
001	9700	04/17/18	HOME DEPOT CREDIT SERVICES	9621709	SUPPLIES FOR BUILDINGS	R&M-Buildings	546012-53901	\$126.64
001	9700	04/17/18	HOME DEPOT CREDIT SERVICES	832637	SUPPLIES FOR BUILDINGS ENG	R&M-Buildings	546012-53901	\$100.10
001	9700	04/17/18	HOME DEPOT CREDIT SERVICES	5027619	OP SUPPLIES GEN LANDSCAPE	Op Supplies - General	552001-53902	\$162.94
001	9701	04/17/18	HOWARD FERTILIZER &	CIN-000155327	ROUNDUP QUICK PRO	R&M-Grounds	546037-53902	\$640.84
001	9702	04/17/18	HUNTER INDUSTRIES INCORPORATED	2539304 RI	GPRS ANNUAL RENEWAL	R&M-Irrigation	546041-53902	\$840.00
001	9702	04/17/18	HUNTER INDUSTRIES INCORPORATED	2548146 RI	IRRIGATION SUPPLIES	R&M-Irrigation	546041-53902	\$240.00
001	9703	04/17/18	INFRAMARK, LLC	29542	MANAGEMENT FEES APR 2018	ProfServ-Mgmt Consulting Serv	531027-51201	\$4,833.33
001	9703	04/17/18	INFRAMARK, LLC	29542	MANAGEMENT FEES APR 2018	ProfServ-Mgmt Consulting Serv	531027-57201	\$1,750.00
001	9703	04/17/18	INFRAMARK, LLC	29542	MANAGEMENT FEES APR 2018	Postage and Freight	541006-51301	\$59.43
001	9703	04/17/18	INFRAMARK, LLC	29542	MANAGEMENT FEES APR 2018	Printing and Binding	547001-51301	\$511.00
001	9703	04/17/18	INFRAMARK, LLC	29542	MANAGEMENT FEES APR 2018	Office Supplies	551002-51301	\$38.50
001	9704	04/17/18	JACK LEAKE	1002	PINE TREE IN PRESERVE	R&M-Trees and Trimming	546099-53902	\$100.00
001	9705	04/17/18	JACOB MANNING	JM032818	SECURITY FOR 3/22 AND 3/27/18	Contracts-Roving Patrol	534099-52901	\$245.00
001	9706	04/17/18	JAMES JOHNSTON	101	LIVE MUSIC 4/27/18	Miscellaneous Services	549001-53901	\$150.00
001	9707	04/17/18	JIVE COMMUNICATIONS, INC	INV-001001748	HANDSET	Communication - Telephone	541003-57206	\$112.69
001	9708	04/17/18	KOWIESKI, DOUGLAS	DK032818	SECURITY FOR 3/21/18	Contracts-Roving Patrol	534099-52901	\$140.00
001	9709	04/17/18	L. WERNINCK & SONS, INC.	515966	CONCRETE	R&M-Sidewalks	546084-53901	\$234.58
001	9710	04/17/18	LITESTREAM HOLDINGS, LLC.	44990-032618	SERVICE FOR 3/12 THRU 3/31/18	Communication - Telephone	541003-53902	\$182.53
001	9711	04/17/18	MICHAEL KYPRISS	040318	TENNIS LESSONS	Payroll-Commission	512040-57206	\$131.25
001	9712	04/17/18	MIRANDA G BULGER	031218	HIIT,SPIN AND SUB	Payroll-Shared Personnel	512011-53910	\$210.00
001	9713	04/17/18	MOBILE MINI, INC	9003966897	10125396 3/27 THRU 4/23/18	Rentals - General	544001-53902	\$142.75
001	9713	04/17/18	MOBILE MINI, INC	9003960205	10125396 3/26-4/22/18	R&M-Vehicles	546104-53910	\$130.25
001	9714	04/17/18	MUNICIPAL CAPITAL CORP	900270218	CONTRACT PMT# 14 OF 36	Cap Outlay-Machinery and Equip	564001-53902	\$1,613.39
001	9715	04/17/18	MY RECEPTIONIST	OS17260407	VOICE MAIL 4/4 THRU 5/1/18	Communication - Telephone	541003-53910	\$27.00
001	9716	04/17/18	NEIGHBORHOOD PUBLICATIONS	MCCDD0590	WEBSITE MAINT	Printing and Binding	547001-53910	\$220.00
001	9716	04/17/18	NEIGHBORHOOD PUBLICATIONS	MCCDD0590	WEBSITE MAINT	Advertising	548001-57205	\$110.00
001	9716	04/17/18	NEIGHBORHOOD PUBLICATIONS	MCCDD0590	WEBSITE MAINT	Advertising	548001-57206	\$110.00

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

Payment Register by Fund  
For the Period from 4/1/2018 to 4/30/2018  
(Sorted by Check / ACH No.)

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001	9717	04/17/18	OFFICE DEPOT	CM119456812001	CREDIT FOR INV# 118059294001	Office Supplies	551002-57206	(\$15.00)
001	9717	04/17/18	OFFICE DEPOT	115815591001	ROUTER	Office Equipment	551005-53902	\$179.99
001	9717	04/17/18	OFFICE DEPOT	119472582001	PHOTO PAPER AND PAPER	Office Equipment	551005-53902	\$41.62
001	9717	04/17/18	OFFICE DEPOT	118059294001	HEWLETT	Office Supplies	551002-57206	\$100.69
001	9717	04/17/18	OFFICE DEPOT	119472582002	DOUBLE TAPE	Office Supplies	551002-53902	\$11.96
001	9717	04/17/18	OFFICE DEPOT	119896511001	TIME CARD, PENCIL,PAD,PAPER RO	Office Supplies	551002-57206	\$77.81
001	9717	04/17/18	OFFICE DEPOT	117426690001	TICKET,ROLL,DOUBLE,ASTD	Op Supplies - General	552001-53902	\$19.96
001	9718	04/17/18	PALENCIA ARB	03/18-SWIM/FITNESS	3/18 PRORATA RENT	Contracts-Misc Labor	534025-57202	\$69.23
001	9719	04/17/18	PINCH A PENNY 038	297307	FLOW METER	R&M-Pools	546074-57205	\$379.98
001	9719	04/17/18	PINCH A PENNY 038	CREEK-040118	MISC SUPPLIES	R&M-Pools	546074-57205	\$153.93
001	9720	04/17/18	PROPET DISTRIBUTORS INC	121392-1	LITTER PICK UP BAGS	Op Supplies - General	552001-53902	\$437.35
001	9721	04/17/18	RAMCO PROTECTIVE SECURITY SOLUTIONS	18758	REPLACE CALL BOX	Contracts-Security Services	534037-52901	\$6,146.32
001	9722	04/17/18	RANDSTAD	R22703240	TEMP HELP PERIOD 3/18/18	Payroll-Administrative	512009-53902	\$125.68
001	9722	04/17/18	RANDSTAD	R27734980	TEMP HELP PERIOD ENDING 3/25/1	Payroll-Administrative	512009-53902	\$125.68
001	9722	04/17/18	RANDSTAD	R22766348	TEMP HELP PERIOD ENDING 4/1/18	Payroll-Administrative	512009-53902	\$125.68
001	9723	04/17/18	REPUBLIC SERVICES OF FL, L.P	0687-000886986	SERVICE 3/23/18	Utility - Refuse Removal	543020-53902	\$256.41
001	9724	04/17/18	SANFORD & SON AUTO PARTS INC	CM552236	BASIC MULTIMETER RETURN	R&M-Equipment	546022-53902	(\$41.11)
001	9724	04/17/18	SANFORD & SON AUTO PARTS INC	552177	NAPA BASIC MULTIMETER	R&M-Equipment	546022-53902	\$74.51
001	9724	04/17/18	SANFORD & SON AUTO PARTS INC	552483	MLTMTR ENG ANALYZER	R&M-Equipment	546022-53902	\$52.17
001	9725	04/17/18	SITEONE LANDSCAPE	84815291	PINE STRAW	R&M-Mulch	546059-53902	\$514.90
001	9725	04/17/18	SITEONE LANDSCAPE	84860060	SPRAY GUN MAG-1	R&M-Roads & Alleyways	546081-53901	\$89.68
001	9726	04/17/18	ST. AUGUSTINE POWER HOUSE	173802	MISC SUPPLIES	R&M-Equipment	546022-53902	\$250.16
001	9726	04/17/18	ST. AUGUSTINE POWER HOUSE	171519	21	R&M-Equipment	546022-53902	\$31.28
001	9727	04/17/18	ST. AUGUSTINE RECORD	15675-030418	NOTICE OF MEETING 2/21/18	Legal Advertising	548002-51301	\$314.13
001	9727	04/17/18	ST. AUGUSTINE RECORD	0003025804-01-1	NOTICE OF INFROM PUBLIC 3/30/1	Legal Advertising	548002-51301	\$31.42
001	9728	04/17/18	STACY ETTTEL	SE032818	SECURITY FOR 2/23,2/24,3/11/18	Contracts-Roving Patrol	534099-52901	\$297.50
001	9729	04/17/18	TASC	IN1239535	COBRA 2/1-2/28/18	Payroll-Benefits	512010-53902	\$16.67
001	9729	04/17/18	TASC	IN1239535	COBRA 2/1-2/28/18	Payroll-Benefits	512010-57205	\$16.67
001	9729	04/17/18	TASC	IN1239535	COBRA 2/1-2/28/18	Payroll-Benefits	512010-57206	\$16.66
001	9730	04/17/18	TOOLS FOR A TIME	147401	ONE RUNNER SULKY NO FLAT	R&M-Equipment	546022-53902	\$299.00
001	9731	04/17/18	TURNER ACE ST. AUGUSTINE, INC	2481/3	MISC PLANTS	R&M-General	546001-57206	\$21.97
001	9731	04/17/18	TURNER ACE ST. AUGUSTINE, INC	2463/3	MISC PLANTS, FERTILIZR,PLNT FD	R&M-General	546001-57206	\$43.10
001	9732	04/17/18	WELCH TENNIS COURTS, INC.	46640	COURT RAKE PANELS	R&M-Court Maintenance	546017-57206	\$801.34
001	9733	04/17/18	WESCO TURF SUPPLY INC.	40827346	BELT	R&M-Equipment	546022-53902	\$35.03
001	9733	04/17/18	WESCO TURF SUPPLY INC.	40827556	CABLE,THROTTLE,AQD,DIESEL	R&M-Equipment	546022-53902	\$27.88
001	9733	04/17/18	WESCO TURF SUPPLY INC.	40829036	KEYS	Op Supplies - General	552001-53902	\$27.45
001	9734	04/17/18	WILLIAMS' PLANT NURSERY	85203	VIBURNUM ODORATISSIMUN	Impr - Landscape	563023-53902	\$34.50
001	9734	04/17/18	WILLIAMS' PLANT NURSERY	85347	MISC PLANTS	Impr - Landscape	563023-53902	\$1,492.50
001	9734	04/17/18	WILLIAMS' PLANT NURSERY	85521	CANNA LILY 3G	Impr - Landscape	563023-53902	\$150.00
001	9735	04/17/18	WILSON SPORTING GOODS	4524828653	MISC PLANTS	COS - Start Up Inventory	552143-57206	\$247.66



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

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001	9736	04/17/18	ZENITH INSURANCE COMPANY	ST071669607007	PERIOD 4/1 THRU 4/30/18	Payroll-Benefits	512010-53902	\$1,446.76
001	9736	04/17/18	ZENITH INSURANCE COMPANY	ST071669607007	PERIOD 4/1 THRU 4/30/18	Payroll-Benefits	512010-57205	\$2,460.90
001	9736	04/17/18	ZENITH INSURANCE COMPANY	ST071669607007	PERIOD 4/1 THRU 4/30/18	Payroll-Benefits	512010-57206	\$945.06
001	9736	04/17/18	ZENITH INSURANCE COMPANY	ST071669607007	PERIOD 4/1 THRU 4/30/18	Payroll-Benefits	512010-52901	\$99.60
001	9736	04/17/18	ZENITH INSURANCE COMPANY	ST071669607007	PERIOD 4/1 THRU 4/30/18	Payroll-Benefits	512010-53901	\$79.68
001	9737	04/18/18	FEDEX	6-139-00496	SERVICE FOR 3/26/18	Postage and Freight	541006-51301	\$12.70
001	9738	04/18/18	BEAUTIFUL & SPOTLESS LAWN SERVICES, INC	040918	19 PALLETS OF SOD & INSTALL	Impr - Landscape	563023-53902	\$5,700.00
001	9739	04/18/18	DOWLING DOUGLAS CO. INC.	049044	CLEANING SLEEVES, BLACK RIBBON	Office Supplies	551002-53910	\$53.95
001	9740	04/18/18	DOWNEY'S JANITORIAL SUPPLIES	41-14976	URINAL SCREEN, MULTI-FOLD	Op Supplies - Spa & Paper	552012-57205	\$38.50
001	9740	04/18/18	DOWNEY'S JANITORIAL SUPPLIES	41-14976	URINAL SCREEN, MULTI-FOLD	Cleaning Supplies	551003-57205	\$22.95
001	9740	04/18/18	DOWNEY'S JANITORIAL SUPPLIES	41-14977	TOILET TISSUE	R&M-Gate	546034-52901	\$65.00
001	9741	04/18/18	ERIN GUNIA	040918	REIMB FOR 4/6/18	Op Supplies - Summer Camp	552033-57205	\$50.00
001	9741	04/18/18	ERIN GUNIA	040918	REIMB FOR 4/6/18	Op Supplies - Summer Camp	552033-57205	\$50.00
001	9742	04/18/18	GARY PERNA	GP040518	SECURITY FOR 3/28 THRU 3/31/18	Contracts-Roving Patrol	534099-52901	\$315.00
001	9743	04/18/18	HOME DEPOT CREDIT SERVICES	CM8170403	RETURN HELMET	Op Supplies - General	552001-53902	(\$98.00)
001	9743	04/18/18	HOME DEPOT CREDIT SERVICES	9291696	MISC OPERATING SUPPLIES	Op Supplies - General	552001-53910	\$117.92
001	9743	04/18/18	HOME DEPOT CREDIT SERVICES	6025661	MISC SUPPLIES	Op Supplies - General	552001-53902	\$221.15
001	9745	04/18/18	KOWIESKI, DOUGLAS	DK040518	SECURITY FOR 4/2 AND 4/3/18	Contracts-Roving Patrol	534099-52901	\$210.00
001	9746	04/18/18	LAURA CORREA	040918-ZUMBA	ZUMBA	Payroll-Shared Personnel	512011-53910	\$105.00
001	9747	04/18/18	MATTHEW BROADUS ADVERTISING, I	26564	DOUBLE SIDED SIGN	Op Supplies - General	552001-53902	\$210.00
001	9748	04/18/18	RENEE R YOOS	CREEK-041118	WARRIOR SCULPT,FIT, BALLS & BA	Payroll-Shared Personnel	512011-53910	\$280.00
001	9749	04/18/18	RONALD C. CULLUM	040918	TAI CHI	Payroll-Shared Personnel	512011-53910	\$70.00
001	9750	04/18/18	ROY HUTCHERSON	CREEK-040518	HELIUM/AIRGAS/MISC SUPPLIES	DIRECT PHONE 2/27-3/26/18	552001-53910	\$50.00
001	9750	04/18/18	ROY HUTCHERSON	CREEK-040518	HELIUM/AIRGAS/MISC SUPPLIES	DEBRIS DISPOSAL	546012-53901	\$17.67
001	9750	04/18/18	ROY HUTCHERSON	CREEK-040518	HELIUM/AIRGAS/MISC SUPPLIES	DEBRIS DISPOSAL	546012-53901	\$28.17
001	9750	04/18/18	ROY HUTCHERSON	CREEK-040518	HELIUM/AIRGAS/MISC SUPPLIES	DEBRIS DISPOSAL	546012-53901	\$50.90
001	9750	04/18/18	ROY HUTCHERSON	CREEK-040518	HELIUM/AIRGAS/MISC SUPPLIES	DEBRIS DISPOSAL	546012-53901	\$86.44
001	9750	04/18/18	ROY HUTCHERSON	CREEK-040518	HELIUM/AIRGAS/MISC SUPPLIES	DUVAL ASPHALT	546008-53901	\$80.25
001	9750	04/18/18	ROY HUTCHERSON	CREEK-040518	HELIUM/AIRGAS/MISC SUPPLIES	CASH YARD OFFICE BOOK SHELVES	551005-53902	\$80.00
001	9750	04/18/18	ROY HUTCHERSON	CREEK-040518	HELIUM/AIRGAS/MISC SUPPLIES	FEED STORE SEEDS	551005-53902	\$31.74
001	9750	04/18/18	ROY HUTCHERSON	CREEK-040518	HELIUM/AIRGAS/MISC SUPPLIES	WALMART DISPLAY BOARDS	551005-53902	\$11.85
001	9750	04/18/18	ROY HUTCHERSON	CREEK-040518	HELIUM/AIRGAS/MISC SUPPLIES	AIRGAS HELIUM	551005-53902	\$216.51
001	9750	04/18/18	ROY HUTCHERSON	CREEK-040518	HELIUM/AIRGAS/MISC SUPPLIES	BALLONS EVERYWHERE	551005-53902	\$60.91
001	9750	04/18/18	ROY HUTCHERSON	CREEK-040518	HELIUM/AIRGAS/MISC SUPPLIES	AIRGAS, HELIUM	551005-53902	\$43.06
001	9751	04/18/18	STACY ETEL	SE040518	SECURITY FOR 3/29/18	Contracts-Roving Patrol	534099-52901	\$105.00
001	9752	04/18/18	TURNER PEST CONTROL LLC	5213825	4/18 MONTHLY SERVICE	Contracts-Misc Labor	534025-57202	\$46.00
001	9752	04/18/18	TURNER PEST CONTROL LLC	5213825	4/18 MONTHLY SERVICE	R&M-Gate	546034-52901	\$46.00
001	9752	04/18/18	TURNER PEST CONTROL LLC	5213825	4/18 MONTHLY SERVICE	R&M-General	546001-57206	\$23.00
001	9753	04/18/18	WELCH TENNIS COURTS, INC.	46830	HYDROBLEND 50LB	R&M-Court Maintenance	546017-57206	\$569.79
001	9754	04/19/18	DANIEL P CALDARERA	CREEK-041118	SPIN	Payroll-Shared Personnel	512011-53910	\$140.00



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

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001	9755	04/19/18	DEFOREST E. BOWMAN	CREEK-041118	KIDS FITNESS	Payroll-Shared Personnel	512011-53910	\$70.00
001	9756	04/19/18	ERIN M LANDRY	CREEK-041118	YOGA	Payroll-Shared Personnel	512011-53910	\$70.00
001	9757	04/19/18	GLENDIA AVILE'S MALEWICKI	CREEK-041118-MCCDD	SENIOR PILATES, SENIOR YOGA	Contracts-Outside Fitness	534111-57202	\$175.00
001	9758	04/19/18	JERMAINE ANTONIO SOLOMON	CREEK-041118	PERSONAL TRAINING	Payroll-Shared Personnel	512011-53910	\$121.50
001	9759	04/19/18	JOSIE LYNN CARLETON	CREEK-041118	PILATES	Payroll-Shared Personnel	512011-53910	\$70.00
001	9760	04/19/18	LAURA CORREA	CREEK-041118-MCCDD	POUND	Contracts-Outside Fitness	534111-57202	\$70.00
001	9761	04/19/18	LIL BITS, INC	CREEK-041118	ISR SWIM LESSONS 4/11/18	Payroll-Shared Personnel	512011-53910	\$1,620.00
001	9762	04/19/18	MADELIN LEPRI	CREEK-041118	YOGA	Payroll-Shared Personnel	512011-53910	\$70.00
001	9763	04/19/18	MICHAEL KYPRISS	CREEK-041118	SERVICE FOR 4/9/18	Payroll-Commission	512040-57206	\$476.25
001	9764	04/19/18	MIRANDA G BULGER	CREEK-041118	HIIT AND SPIN	Payroll-Shared Personnel	512011-53910	\$245.00
001	9765	04/19/18	MONICA FOURMAN	CREEK-041118	EXTREME BURN	Payroll-Shared Personnel	512011-53910	\$210.00
001	9766	04/19/18	ZUZANA PADUANO	CREEK-041118	PERSONAL TRAINING	Payroll-Shared Personnel	512011-53910	\$108.00
001	9767	04/20/18	ADP, INC.	512539003	PERIOD ENDING 4/8/18	Payroll-Benefits	512010-53902	\$75.74
001	9767	04/20/18	ADP, INC.	512539003	PERIOD ENDING 4/8/18	Payroll-Benefits	512010-57205	\$163.83
001	9767	04/20/18	ADP, INC.	512539003	PERIOD ENDING 4/8/18	Payroll-Benefits	512010-57206	\$57.89
001	9767	04/20/18	ADP, INC.	512539003	PERIOD ENDING 4/8/18	Payroll-Benefits	512010-52901	\$6.31
001	9767	04/20/18	ADP, INC.	512539003	PERIOD ENDING 4/8/18	Payroll-Benefits	512010-53901	\$5.05
001	9768	04/20/18	ALDRICH HEAT TRANSFER	3635	BIG AH OLD AEROBIES BLOWER	R&M-Buildings	546012-57202	\$142.00
001	9769	04/20/18	BABOLAT VS NORTH AMERICA INC	2583627	CAMP BOGGY CREEK , SPIRALTEK	Misc-Special Events	549052-57206	\$135.00
001	9770	04/20/18	COASTAL CONSTRUCTION	INV-000967960	BB FOR COASTAL LIMESTONE	OP-Supplies "ó?? Buildings	552034-53910	\$32.97
001	9771	04/20/18	CRONIN ACE HARDWARE	83/2	MISC SUPPLIES	Op Supplies - General	552001-53902	\$24.12
001	9772	04/20/18	DOWNEY'S JANITORIAL SUPPLIES	41-15016	CUPS, 1.4 MIL 100/CS	Office Supplies	551002-57206	\$84.33
001	9773	04/20/18	ERIN GUNIA	041018	REIMB FOR JOB AID	Advertising	548001-57205	\$25.00
001	9774	04/20/18	FPL	80384-040918	68287-80384 3/8-4/9/18	Electricity - Streetlighting	543013-53903	\$80.11
001	9774	04/20/18	FPL	MARCH-CHECK	SERVICE FOR 3/8 THRU 4/9/18	28728-34219 Acct#	543013-53903	\$18.78
001	9774	04/20/18	FPL	MARCH-CHECK	SERVICE FOR 3/8 THRU 4/9/18	25883-28308 Acct#	543001-57205	\$1,724.48
001	9775	04/20/18	GARY PERNA	GP041118	SECURITY FOR 4/8/18	Contracts-Roving Patrol	534099-52901	\$105.00
001	9776	04/20/18	HINES PALENCIA PROPERTY	BB_WCFEB2018-SHI	CELL PHONE 2/1-1/31/19	Communication - Telephone	541003-57206	\$83.46
001	9776	04/20/18	HINES PALENCIA PROPERTY	BB_WCFEB2018-SHI	CELL PHONE 2/1-1/31/19	Communication - Telephone	541003-53910	\$41.73
001	9777	04/20/18	HOME DEPOT CREDIT SERVICES	8024607	METAL CUTOFF	Op Supplies - General	552001-53902	\$6.97
001	9778	04/20/18	KOWIESKI, DOUGLAS	DK041118	OFF DUTY ROVING 4/4, 4/9/18	Contracts-Roving Patrol	534099-52901	\$210.00
001	9779	04/20/18	OFFICE DEPOT	117680743001	MISC OFFICE SUPPLIES	Op Supplies - General	552001-57206	\$368.76
001	9780	04/20/18	PINCH A PENNY 038	298099	ZAPPIT	R&M-Pools	546074-57205	\$598.00
001	9780	04/20/18	PINCH A PENNY 038	298144	SUPER PUMP	R&M-Pools	546074-57205	\$569.99
001	9781	04/20/18	ROY HUTCHERSON	041218	REIMB FOR BERMAN BROS, HOME DE	Op Supplies - General	552001-53902	\$228.50
001	9781	04/20/18	ROY HUTCHERSON	041218	REIMB FOR BERMAN BROS, HOME DE	R&M-Buildings	546012-53901	\$43.71
001	9781	04/20/18	ROY HUTCHERSON	041218	REIMB FOR BERMAN BROS, HOME DE	R&M-Buildings	546012-57205	\$88.61
001	9781	04/20/18	ROY HUTCHERSON	041218	REIMB FOR BERMAN BROS, HOME DE	R&M-Pools	546074-57205	\$269.90
001	9781	04/20/18	ROY HUTCHERSON	041218	REIMB FOR BERMAN BROS, HOME DE	Op Supplies - General	552001-53902	\$41.99
001	9781	04/20/18	ROY HUTCHERSON	041218	REIMB FOR BERMAN BROS, HOME DE	Travel and Per Diem	540001-53910	\$52.32

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001	9782	04/20/18	SHERWIN-WILLIAMS CO.	7454-5	MISC OP SUPPLIES	Op Supplies - General	552001-53902	\$49.75
001	9783	04/20/18	SPORTS CORNER	77882	MISC SUPPLIES CAMP BOGGY CREEK	Misc-Special Events	549052-57206	\$1,574.00
001	9784	04/20/18	TASC	IN1251561	COBRA 3/1 THRU 3/31/18	Payroll-Benefits	512010-53902	\$16.67
001	9784	04/20/18	TASC	IN1251561	COBRA 3/1 THRU 3/31/18	Payroll-Benefits	512010-57205	\$16.67
001	9784	04/20/18	TASC	IN1251561	COBRA 3/1 THRU 3/31/18	Payroll-Benefits	512010-57206	\$16.66
001	9785	04/20/18	TURNER ACE ST. AUGUSTINE, INC	CM2553/3	RETURN SOLAR UMBRELLA	R&M-General	546001-57206	(\$30.00)
001	9785	04/20/18	TURNER ACE ST. AUGUSTINE, INC	2529/3	GRND WHL, CLAMP	R&M-Pools	546074-57205	\$8.57
001	9785	04/20/18	TURNER ACE ST. AUGUSTINE, INC	2523/3	SOLAR UMBRELLA, CANOPY	R&M-General	546001-57206	\$269.97
001	9785	04/20/18	TURNER ACE ST. AUGUSTINE, INC	2503/3	PLANTS	R&M-General	546001-57206	\$13.32
001	9786	04/20/18	USA SERVICES OF FLORIDA, INC	381874	3/29/18 SWEEPING	R&M-Roads & Alleyways	546081-53901	\$500.00
001	9786	04/20/18	USA SERVICES OF FLORIDA, INC	381756	SWEEPING 3/27/18	R&M-Roads & Alleyways	546081-53901	\$375.00
001	9787	04/23/18	CRONIN ACE HARDWARE	87-2	CANOPY, LOOP PLANT STAKE	R&M-General	546001-57206	\$102.04
001	9787	04/23/18	CRONIN ACE HARDWARE	84/2	MISC SUPPLIES	R&M-Lake	546042-53903	\$27.57
001	9788	04/23/18	FEDEX	6-145-29918	SERVICE FOR 3/29 THRU 4/5/18	Postage and Freight	541006-51301	\$38.86
001	9789	04/23/18	MICHAEL KYPRISS	041618	TENNIS LESSONS	Payroll-Commission	512040-57206	\$199.87
001	9790	04/23/18	N.Y. PIZZA CO	7614	FOOD FOR EMPLOYEES	Misc-Employee Meals	549015-57205	\$31.02
001	9791	04/23/18	SPORTS CORNER	81694	PLAQUES	Misc-Special Events	549052-57206	\$120.00
001	9792	04/23/18	TAYLOR RENTAL CENTER	223166	PORTABLE MACHINE	R&M-Electrical	546020-53901	\$143.84
001	9793	04/23/18	UPS	0000R8R713158-1	SERVICE FOR 4/11/18	Postage and Freight	541006-53910	\$5.80
001	9794	04/24/18	DOORKING	1237168	SERVICE FOR 3/31 THRU 4/1/18	R&M-Gate	546034-52901	\$476.85
001	9795	04/26/18	NATIONAL GOLF CLASSICS, INC	52669	CAMP BOGGY CREEK TOURNAMENT	Misc-Special Events	549052-57206	\$642.00
001	9796	04/30/18	AETNA	H5672064-BALANCE	BALANCE 12/1-12/31/17 UNDERPAI	Payroll-Benefits	512010-53901	(\$226.40)
001	9796	04/30/18	AETNA	H5672064-BALANCE	BALANCE 12/1-12/31/17 UNDERPAI	Payroll-Benefits	512010-52901	(\$283.00)
001	9796	04/30/18	AETNA	H5672064-BALANCE	BALANCE 12/1-12/31/17 UNDERPAI	Payroll-Benefits	512010-57206	(\$1,246.80)
001	9796	04/30/18	AETNA	H5672064-BALANCE	BALANCE 12/1-12/31/17 UNDERPAI	Payroll-Benefits	512010-57205	(\$1,529.80)
001	9796	04/30/18	AETNA	H5672064-BALANCE	BALANCE 12/1-12/31/17 UNDERPAI	Payroll-Benefits	512010-53902	(\$2,816.00)
001	9796	04/30/18	AETNA	H5672064-BALANCE	BALANCE 12/1-12/31/17 UNDERPAI	Payroll-Benefits	512010-53902	\$4,472.00
001	9796	04/30/18	AETNA	H5672064-BALANCE	BALANCE 12/1-12/31/17 UNDERPAI	Payroll-Benefits	512010-57205	\$533.80
001	9796	04/30/18	AETNA	H5672064-BALANCE	BALANCE 12/1-12/31/17 UNDERPAI	Payroll-Benefits	512010-57206	\$1,246.80
001	9796	04/30/18	AETNA	H5672064-BALANCE	BALANCE 12/1-12/31/17 UNDERPAI	Payroll-Benefits	512010-52901	\$283.00
001	9796	04/30/18	AETNA	H5672064-BALANCE	BALANCE 12/1-12/31/17 UNDERPAI	Payroll-Benefits	512010-53901	\$226.40
001	DD207	04/16/18	FPL	MARCH-ACH-041618	SERVICE FOR 3/6 THRU 4/5/18	Electricity - Streetlighting	543013-53903	\$5,667.57
001	DD207	04/16/18	FPL	MARCH-ACH-041618	SERVICE FOR 3/6 THRU 4/5/18	R&M-Gate	546034-52901	\$64.65
001	DD208	04/23/18	FPL	MARCH-ACH-042018	SERVICE FOR 3/8-4/9/18	Electricity - Streetlighting	543013-53903	\$584.77
001	DD208	04/23/18	FPL	MARCH-ACH-042018	SERVICE FOR 3/8-4/9/18	Utility - General	543001-57205	\$1,075.48
001	DD208	04/23/18	FPL	MARCH-ACH-042018	SERVICE FOR 3/8-4/9/18	Electricity - General	543006-57206	\$1,133.24
001	DD208	04/23/18	FPL	MARCH-ACH-042018	SERVICE FOR 3/8-4/9/18	R&M-Gate	546034-52901	\$88.53

**Fund Total** **\$140,833.08**

**Total Checks Paid** **\$140,833.08**