

**MYRTLE CREEK IMPROVEMENT DISTRICT
BOARD OF SUPERVISORS' MEETING MINUTES**

FIRST ORDER OF BUSINESS

The Board of Supervisors' Meeting for the Myrtle Creek Improvement District was called to order on Monday, May 18, 2015 at 4:00 p.m. at 9801 Lake Nona Road., Orlando, FL 32827. Board Members listed below constituted a quorum.

Jeff Macre	Chair
Donald Tubbs	Assistant Secretary
Bob da Silva	Assistant Secretary
Kyle Scholl	Assistant Secretary

Also attending:

Larry Kaufmann	Tavistock Development Company
Michael Eckert	Hopping Green & Sams
John Florio	Donald W. McIntosh Associates
Joe MacLaren	Fishkind & Associates
Brad Reed	Fishkind & Associates
Doris Houck	Fishkind & Associates

SECOND ORDER OF BUSINESS

Public Comment Period

There were no members of the general public present.

THIRD ORDER OF BUSINESS

**Consideration of Minutes of
the April 20, 2015 Board of
Supervisors' Meeting**

Board Members reviewed the minutes from the April 20, 2015 Board of Supervisors' meeting. Mr. Florio provided edits.

On Motion by Mr. D. Tubbs, second by Mr. Macre, with all in favor, the Board of Supervisors for the Myrtle Creek Improvement District approved the minutes of the April 20, 2015 Board of Supervisors' meeting, as corrected.

FOURTH ORDER OF BUSINESS

**Discussion Related to the
Proposed Budget for Fiscal
Year 2015-2016**

Mr. McLaren stated that this is the beginning of a two part budget approval process and explained the process to the Board. He recommended the August Board meeting as the date of the public hearing on the final adoption of the budget. The date of that public hearing would be August 17, 2015 at 4:30 p.m. and recommended moving that Board Meeting to the Valencia Lake Nona Campus. They are not recommending that the Board increase O&M assessment levels. There is an increase in O&M assessment revenues. Mr. Eckert will be doing some research for the District to see if increasing the revenues would require mailed notice and published notice of an increase in assessments. If that is the case Mr. Eckert recommends to the Board to bring that level back down to the adopted budget last year of \$233,602.00. The District a couple of years ago voted to lower assessment revenues that were brought in and to tap in to a reserve that the District had established over the years. They have been doing that to keep the assessment levels low and recommended that the District do that for another year. He did take into consideration some comments from the Construction Committee. There is listed a General Contingency that the District did not have previously. A discussion took place.

FIFTH ORDER OF BUSINESS

**Consideration of Resolution
2015-02, Approving a
Proposed Budget for the
District’s 2015-2016 Fiscal
Year and Setting the Date
of a Public Hearing
Thereon**

The Board reviewed Resolution 2015-02. Mr. MacLaren suggested setting the public hearing for adoption of the budget on August 17, 2015 at 4:30 p.m. and moving the meeting location to a conference room at Valencia College – Lake Nona Campus, 12350 Narcoossee Road, Orlando, Florida 32832. There was no objection.

On Motion by Mr. D. Tubbs, second by Mr. Macre, with all in favor, the Board of Supervisors for the Myrtle Creek Improvement District adopted Resolution 2015-02, Approving a Proposed Budget for Fiscal Year 2015-2016 Fiscal Year and Setting August 17, 2015 at 4:30 p.m. as the Public Hearing Date to be held at the Valencia College – Lake Nona Campus, 12350 Narcoossee Road, Orlando, FL 32832.

SIXTH ORDER OF BUSINESS

**Consideration of
Requisition Nos. 389-392**

**Approved in April 2015 in
the amount of \$21,267.16**

Board Members reviewed Requisition Nos. 389-392 Approved in April 2015 in the amount of \$21,267.16. There were no questions or comments.

On Motion by Mr. D. Tubbs, second by Mr. Macre, with all in favor, the Board of Supervisors for the Myrtle Creek Improvement District ratified payment of Requisition Nos. 389-392 in the amount totaling \$21,267.16.

SEVENTH ORDER OF BUSINESS

**Consideration of Operation and
Maintenance Expenditures Paid in
April 2015 in the amount of
\$37,375.63**

Board Members reviewed the O&M expenditures in the amount of \$37,375.63 paid in April 2015.

On Motion by Mr. Macre, second by Mr. D. Tubbs, with all in favor, the Board of Supervisors for the Myrtle Creek Improvement District ratified the Operation and Maintenance Expenditures Paid in April 2015 in the amount totaling \$37,375.63.

EIGHTH ORDER OF BUSINESS

**Recommendation of Work
Authorization/Proposed
Services**

Mr. Kaufmann stated that he did not have work authorizations to present at this time.

NINTH ORDER OF BUSINESS

**Review of District's
Financial Position and
Budget to Actual YTD**

Board Members reviewed the Statement of Financial Position and Budget to Actual YTD. No action required.

TENTH ORDER OF BUSINESS

Staff Reports

District Counsel – Mr. Eckert stated that they are monitoring the bills that have gone across the Governor’s desk to see what he signs and what he doesn’t. The Legislature will be back in session in June to deal with the budget.

District Manager – No Report

District Engineer – No Report

Construction Supervisor – No report.

ELEVENTH ORDER OF BUSINESS

**Supervisor Requests,
Audience Comments
& Adjournment**

Mr. Macre suggested adding some park benches. Mr. MacLaren will look into pricing some park benches and approach the Developer about an easement. Mr. Macre stated that he thought about adding landscaping around the Lift Station. Mr. Florio noted that the Lift Station was dedicated to the City. Mr. Macre mentioned that one other idea that he had is to enhance the crosswalks at the three Village Walk entrances. Mr. Macre suggested requesting Pulte to share in the cost of enhancing the cross walk. Mr. Florio stated that the key to that decision is consistency with the crosswalks and if it is used there it should be used everywhere that it is required so that there are not different systems in different locations. Mr. Florio will give some ideas for the different crossing and lighting options. Mr. Macre asked about the possibility of using solar power to light these cross walked. Mr. Florio stated that there are ways to get it done. Mr. MacLaren stated that they have to figure out who owns the property around the Lift Station. The Lift Station was dedicated to the City. There is a ten foot reserved for a landscape easement to Lake Nona Land Company in front of the Lift Station.

On Motion by Mr. Macre, Second by Mr. D. Tubbs, with all in favor, the May 18, 2015 meeting of the Board of Supervisors for the Myrtle Creek Improvement District was adjourned.

Secretary/Assistant Secretary

Chair/Vice Chair