

# Midtown Improvement District

3501 Quadrangle Boulevard, Suite 270, Orlando, FL 32817; Phone: 407-723-5900

---

The following is the proposed agenda for the upcoming Meeting of the Board of Supervisors for the Midtown Improvement District ("District"), scheduled to be held at **3:30 p.m. on Tuesday, April 19, 2022, at Courtyard Orlando Lake Nona, 6955 Lake Nona Blvd., Orlando, FL 32827**. A quorum will be confirmed prior to the start of the meeting.

District Staff, please use the following information to join via the computer or the conference line:

Phone: 1-844-621-3956

Computer: pfmgroup.webex.com

Participant Code: 796 580 192#

## BOARD OF SUPERVISORS' MEETING AGENDA

### Organizational Matters

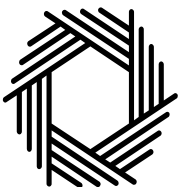
- Roll Call to Confirm Quorum
- Public Comment Period
- 1. **Consideration of the Minutes of the February 15, 2022, Auditor Selection Committee Meeting**
- 2. **Consideration of the Minutes of the February 18, 2022, Board of Supervisors' Meeting**

### Business Matters

3. **Review of Fiscal Year 2023 Operations & Maintenance Budget**
4. **Consideration of Property Appraiser Agreement**
5. **Consideration of OUC Revision Streetlight Agreement for Centerline Segment F (*provided under separate cover*)**
6. **Consideration of OUC Streetlight Agreement Transfers (*provided under separate cover*)**
  - a. **Centerline**
  - b. **Landon House**
  - c. **Laureate Blvd at Unit 1C**
7. **Ratification of Payment Authorization Nos. 026 – 033**
8. **Ratification of Funding Request Nos. 015 & 021**
9. **Recommendation of Work Authorization/Proposed Services (*if applicable*)**
10. **Review of District's Financials**

### Other Business

- A. **Staff Reports**
  1. **District Counsel**
  2. **District Manager**
  3. **District Engineer**
  4. **Construction Supervisor**
  5. **Landscape Supervisor**
  6. **Irrigation Supervisor**
- B. **Supervisor Requests**



pfm

**Adjournment**



**pfm**

# **Midtown Improvement District**

**Minutes of the February 15, 2022,  
Auditor Selection Committee Meeting**

**MIDTOWN IMPROVEMENT DISTRICT**  
**AUDITOR SELECTION COMMITTEE MEETING MINUTES**

**FIRST ORDER OF BUSINESS**

The Auditor Selection Committee Meeting for the Midtown Improvement District was called to order on Tuesday, February 15, 2022, at 3:30 p.m. at the Courtyard Orlando Lake Nona, 6955 Lake Nona Blvd., Orlando, FL 32827.

Present:

|                 |                  |
|-----------------|------------------|
| Richard Levey   | Committee Member |
| Brent Schademan | Committee Member |
| Julie Salvo     | Committee Member |
| Rob Adams       | Committee Member |

Also, attending:

|                 |   |             |
|-----------------|---|-------------|
| Jennifer Walden | PFM   |             |
| Lynne Mullins   | PFM   | (via phone) |
| Cassie Thompson | PFM   | (via phone) |
| Amanda Lane     | PFM   | (via phone) |
| Tucker Mackie   | Kutak Rock  |             |
| Jeff Newton     | Donald W. McIntosh Associates, Inc.                     |             |
| Larry Kaufmann  | Construction Supervisor & Construction Committee Member | (via phone) |
| Scott Thacker   | District Landscape Supervisor                           | (via phone) |

**SECOND ORDER OF BUSINESS**

**Public Comment Period**

Dr. Levey called for any public comments on any agenda items. There were no comments provided.

**THIRD ORDER OF BUSINESS**

**Review of Auditing Services Proposals**  
**a) Carr, Riggs & Ingram**  
**b) Grau & Associates**

The Board reviewed the audit proposals. Ms. Walden noted that both proposers are auditors the DM team works with on multiple Districts, and they are capable auditors.

**FOURTH ORDER OF BUSINESS**

**Ranking of Auditing Services Proposals**

Ms. Walden reviewed the ranking of the two proposals based on the designated criteria and the decision really comes down to price. Carr, Riggs & Ingram had an overall amount of \$32,500 and Grau & Associates had an overall amount of \$20,000 and the pricing is for a total of five years.

The recommended rankings are as follows:

1. Grau & Associates with 100 points
2. Carr, Riggs & Ingram with 87.5 points

On Motion by Ms. Salvo, second by Mr. Schademan, with all in favor, the Auditor Selection Committee for the Midtown Improvement District accepted the recommended rankings, ranking Grau & Associates as the No. 1 bidder and Carr, Riggs & Ingram as the No. 2 bidder.

#### **FIFTH ORDER OF BUSINESS**

#### **Adjournment**

There was no further business to discuss. Dr. Levey requested a motion to adjourn.

On Motion by Ms. Salvo, second by Mr. Schademan, with all in favor, the February 15, 2022, Meeting of the Auditor Selection Committee for the Midtown Improvement District was adjourned.

\_\_\_\_\_  
**Secretary/Assistant Secretary**

\_\_\_\_\_  
**Chair/Vice Chair**

# **Midtown Improvement District**

**Minutes of the February 15, 2022,  
Board of Supervisors' Meeting**

**MIDTOWN IMPROVEMENT DISTRICT  
BOARD OF SUPERVISORS' MEETING MINUTES**

**FIRST ORDER OF BUSINESS**

**Roll Call to Confirm a Quorum**

The Board of Supervisors' Meeting for the Midtown Improvement District was called to order on Tuesday, February 15, 2022, at 3:34 p.m. at the Courtyard Orlando Lake Nona, 6955 Lake Nona Blvd., Orlando, FL 32827.

Present:

|                 |                     |
|-----------------|---------------------|
| Richard Levey   | Chairman            |
| Brent Schademan | Assistant Secretary |
| Julie Salvo     | Assistant Secretary |
| Rob Adams       | Vice Chairman       |

Also attending:

|                 |   |             |
|-----------------|---|-------------|
| Jennifer Walden | PFM   |             |
| Lynne Mullins   | PFM   | (via phone) |
| Cassie Thompson | PFM   | (via phone) |
| Amanda Lane     | PFM   | (via phone) |
| Tucker Mackie   | Kutak Rock  |             |
| Jeff Newton     | Donald W. McIntosh Associates, Inc.                     |             |
| Larry Kaufmann  | Construction Supervisor & Construction Committee Member |             |
|                 |   | (via phone) |
| Scott Thacker   | District Landscape Supervisor                           | (via phone) |

**SECOND ORDER OF BUSINESS**

**Public Comment Period**

Dr. Levey called for public comments. There were no public comments at this time.

**THIRD ORDER OF BUSINESS**

**Consideration of the Minutes of the  
January 18, 2022, Auditor Selection  
Committee Meeting**

The Board reviewed the minutes of the January 18, 2022, Auditor Selection Committee Meeting.

On Motion by Mr. Schademan, second by Ms. Salvo, with all in favor, the Board of Supervisors for the Midtown Improvement District approved the Minutes of the January 18, 2022, Auditor Selection Committee Meeting.

**FOURTH ORDER OF BUSINESS**

**Consideration of the Minutes of the  
January 18, 2022, Board of  
Supervisors Meeting**

The Board reviewed the minutes of the January 18, 2022, Board of Supervisors' Meeting.

On Motion by Mr. Adams, second by Mr. Schademan, with all in favor, the Board of Supervisors for the Midtown Improvement District approved the Minutes of the January 18, 2022, Board of Supervisors' Meeting.

**FIFTH ORDER OF BUSINESS**

**Review of Auditor Selection  
Committee Rankings & Selection  
of Auditor**

Ms. Walden noted the recommended rankings from the Auditor Selection Committee as follows:

1. Grau & Associates received 100 points
2. Carr, Riggs & Ingram received 87.5 points

She requested a motion to accept the recommended rankings by the Auditor Selection Committee.

On Motion by Ms. Salvo, second by Mr. Schademan, with all in favor, the Board of Supervisors for the Midtown Improvement District accepted the recommended rankings from the Auditor Selection Committee with Grau & Associates ranked as No. 1 and Carr, Riggs & Ingram ranked as No. 2.

**SIXTH ORDER OF BUSINESS**

**RFP for District Landscaping and  
Common Area Maintenance**

Ms. Walden explained that District staff has been working on the Landscape Maintenance RFP. The next step is for approval of placing the advertisement for the RFP and the evaluation criteria for inclusion in the RFP package. She noted the evaluation criteria previously used had 10 points for understanding of scope of work, 30 points for technical capability, 30 points for experience and 30 points for price, and the recommendation is to use the same criteria.

On Motion by Mr. Schademan, second by Ms. Salvo, with all in favor, the Board of Supervisors for the Midtown Improvement District approved moving forward with the RFP for District Landscaping and Common Area Maintenance and approved the evaluation criteria as presented.

**SEVENTH ORDER OF BUSINESS**

**Consideration of Property  
Appraiser Agreement**

Ms. Walden requested to table this item.

**EIGHTH ORDER OF BUSINESS**

**Ratification of Payment  
Authorization Nos. 022 – 025**

The Board reviewed Payment Authorization Nos. 022 – 025. Ms. Walden noted these have been approved and need to be ratified by the Board.



On Motion by Mr. Adams, second by Mr. Schademan, with all in favor, the Board of Supervisors for the Midtown Improvement District ratified Payment Authorization Nos. 022 – 025.

#### **NINTH ORDER OF BUSINESS**

#### **Ratification of Funding Request Nos. 008 & 012**

Board Members reviewed Funding Request Nos. 008 & 012. Ms. Walden noted these have been approved and just need to be ratified by the Board.

On Motion by Mr. Adams, second by Mr. Schademan, with all in favor, the Board of Supervisors for the Midtown Improvement District ratified Funding Request Nos. 008 & 012.

#### **TENTH ORDER OF BUSINESS**

#### **Recommendation of Work Authorization/Proposed Services**

Mr. Kaufmann stated there are none for this Board.

#### **ELEVENTH ORDER OF BUSINESS**

#### **Review of District's Financials**

The Board reviewed the District's Financial Statements through January 31, 2022. Ms. Walden noted the District has spent \$56,000.00 vs. a budget of \$456,000.00.

#### **TWELFTH ORDER OF BUSINESS**

#### **Staff Reports**

District Counsel –

Ms. Mackie provided a legislative update on three items her team is monitoring. The first item is ethics training which may require the Board to complete four hours. The second item is that there may be an increase in the early payment discount which would result in the assessments possibly being increased. The third item is an increase in the statutory limit on liability from \$200,000.00 to \$1,000,000.00.

District Manager –

Ms. Walden noted the next meeting is scheduled for Tuesday, March 15, 2022. Several Board Members noted they will not be available. District Staff will ensure there is a quorum prior to the meeting.

District Engineer –

Mr. Newton presented the Construction Contract Status Memorandum (Minutes Exhibit A). He noted that Centerline Drive Segment F is being built by the Poitras East CDD and it is under construction in the early stages. The project is anticipated to be completed in November. As for Centerline Drive Segments B, C and D, all bids were rejected per the Board's direction and District staff is waiting on direction from the Developer for when they are ready to proceed.

Construction Supervisor –

No Report

District Landscape Supervisor – No Report

Irrigation Supervisor – No Report

**THIRTEENTH ORDER OF BUSINESS**

**Supervisor Requests &  
Adjournment**

There were no Supervisor requests, so Dr. Levey requested a motion to adjourn.

On Motion by Mr. Schademan, second by Ms. Salvo, with all in favor, the February 15, 2022, Meeting of the Board of Supervisors for the Midtown Improvement District was adjourned.

---

**Secretary/Assistant Secretary**

---

**Chairman/Vice Chairman**



**DONALD W. MCINTOSH  
ASSOCIATES, INC.**

**MEMORANDUM**

DATE: February 15, 2022  
TO: Midtown Improvement District  
Board of Supervisors  
FROM: Donald W. McIntosh Associates, Inc.  
District Engineer  
RE: Construction Contract Status

---

Dear Board Members,

Please accept this correspondence as a current summary of our construction contract status. Listed below by project is a brief summary of recent contract activity.

CIVIL ENGINEERS

**Centerline Drive Segment F – Jr. Davis Construction Company, Inc.:**  
(Note: this construction project is being managed by Poitras East CDD)

LAND PLANNERS

**Construction Status:** Rough grading has been completed and box culvert construction is underway; the floor is poured, and it is anticipated that the culvert will be completed by the end of February.

SURVEYORS

**Change Order (C.O.) Status:** None

**Recommended Motion:** None

**Centerline Drive Segments B, C & D:**

**Construction Status:** All bids were rejected per the Board’s direction. The project is currently on hold pending notification that the Developer is ready to proceed.



**Change Order (C.O.) Status:** None

**Recommended Motion:** None.

Should there be any questions, please do not hesitate to call.

2200 Park Ave. North

Thank you.

Winter Park, FL

End of memorandum.  
c: Larry Kaufmann  
Matt McDermott  
Chris Wilson  
Dan Young  
Tarek Fahmy

32789-2355

Fax 407-644-8318

407-644-4068

# **Midtown Improvement District**

**Fiscal Year 2023  
Operations & Maintenance Budget**

**Midtown Improvement District**  
**FY 2023 Proposed O&M Budget**

|   | <b>Actual<br/>Through<br/>03/31/2022</b> | <b>Anticipated<br/>04/2022 -<br/>09/2022</b> | <b>Anticipated<br/>Total FY 2022</b> | <b>FY 2022<br/>Adopted<br/>Budget</b> | <b>FY 2023<br/>Proposed<br/>Budget</b> |
|---|--|--|--------------------------------------|---------------------------------------|--|
| <b><u>Revenues</u></b>                              |  |  |                                      |                                       |  |
| Developer Contributions                             | \$ 125,000.00                            | \$ 318,603.17                                | \$ 443,603.17                        | \$ 456,186.33                         | \$ 456,186.33                          |
| <b>Net Revenues</b>                                 | <b>\$ 125,000.00</b>                     | <b>\$ 318,603.17</b>                         | <b>\$ 443,603.17</b>                 | <b>\$ 456,186.33</b>                  | <b>\$ 456,186.33</b>                   |
| <b><u>General &amp; Administrative Expenses</u></b> |  |  |                                      |                                       |  |
| <b>Legislative</b>                                  |  |  |                                      |                                       |  |
| Supervisor Fees                                     | \$ 800.00                                | \$ 1,200.00                                  | \$ 2,000.00                          | \$ 12,000.00                          | \$ 4,800.00                            |
| <b>Financial &amp; Administrative</b>               |  |  |                                      |                                       |  |
| Public Officials' Liability Insurance               | 2,250.00                                 | -  | 2,250.00                             | 2,700.00                              | 2,700.00                               |
| Trustee Services                                    | -  | 7,500.00                                     | 7,500.00                             | 7,500.00                              | 7,500.00                               |
| Management  | 17,500.02                                | 17,499.98                                    | 35,000.00                            | 35,000.00                             | 35,000.00                              |
| Engineering   | 1,902.50                                 | 8,097.50                                     | 10,000.00                            | 10,000.00                             | 10,000.00                              |
| Dissemination Agent                                 | -  | 5,000.00                                     | 5,000.00                             | 5,000.00                              | 5,000.00                               |
| Property Appraiser                                  | -  | 2,000.00                                     | 2,000.00                             | 2,000.00                              | 2,000.00                               |
| District Counsel                                    | 6,224.33                                 | 23,775.67                                    | 30,000.00                            | 30,000.00                             | 30,000.00                              |
| Assessment Administration                           | -  | 7,500.00                                     | 7,500.00                             | 7,500.00                              | 7,500.00                               |
| Reamortization Schedules                            | -  | 250.00                                       | 250.00                               | 250.00                                | 250.00                                 |
| Audit   | -  | 6,000.00                                     | 6,000.00                             | 6,000.00                              | 6,000.00                               |
| Arbitrage Calculation                               | -  | -  | -                                    | -                                     | 500.00                                 |
| Travel and Per Diem                                 | -  | 300.00                                       | 300.00                               | 300.00                                | 300.00                                 |
| Telephone   | -  | 50.00  | 50.00                                | 50.00                                 | 50.00                                  |
| Postage & Shipping                                  | 39.99                                    | 960.01                                       | 1,000.00                             | 1,000.00                              | 1,000.00                               |
| Copies  | -  | 2,500.00                                     | 2,500.00                             | 2,500.00                              | 2,500.00                               |
| Legal Advertising                                   | 1,597.43                                 | 5,902.57                                     | 7,500.00                             | 7,500.00                              | 7,500.00                               |
| Bank Fees   | -  | 360.00                                       | 360.00                               | 360.00                                | 360.00                                 |
| Miscellaneous                                       | 72.29                                    | 927.71                                       | 1,000.00                             | 1,000.00                              | 7,646.54                               |
| Meeting Room  | -  | -  | -                                    | -                                     | 400.00                                 |
| Office Supplies                                     | -  | 250.00                                       | 250.00                               | 250.00                                | 250.00                                 |
| Property Taxes                                      | -  | 1,000.00                                     | 1,000.00                             | 1,000.00                              | 1,000.00                               |
| Web Site Maintenance                                | -  | 6,000.00                                     | 6,000.00                             | 6,000.00                              | 3,500.00                               |
| Holiday Decorations                                 | -  | 2,000.00                                     | 2,000.00                             | 2,000.00                              | 2,000.00                               |
| Dues, Licenses, and Fees                            | 175.00                                   | -  | 175.00                               | 250.00                                | 250.00                                 |
| <b>Total General &amp; Administrative Expenses</b>  | <b>\$ 30,561.56</b>                      | <b>\$ 99,073.44</b>                          | <b>\$ 129,635.00</b>                 | <b>\$ 140,160.00</b>                  | <b>\$ 138,006.54</b>                   |

**Midtown Improvement District**  
**FY 2023 Proposed O&M Budget**

|   | Actual<br>Through<br>03/31/2022 | Anticipated<br>04/2022 -<br>09/2022 | Anticipated<br>Total FY 2022 | FY 2022<br>Adopted<br>Budget | FY 2023<br>Proposed<br>Budget |
|---|---------------------------------|-------------------------------------|------------------------------|------------------------------|-------------------------------|
| <b><u>Field Operations</u></b>          |                                 |                                     |                              |                              |                               |
| <b>Electric Utility Services</b>        |                                 |                                     |                              |                              |                               |
| Electric                                | \$ 40.24                        | \$ 4,519.76                         | \$ 4,560.00                  | \$ 4,560.00                  | \$ 4,560.00                   |
| <b>Water-Sewer Combination Services</b> |                                 |                                     |                              |                              |                               |
| Water Reclaimed                         | 166.07                          | 18,833.93                           | 19,000.00                    | 19,000.00                    | 19,000.00                     |
| <b>Other Physical Environment</b>       |                                 |                                     |                              |                              |                               |
| General Insurance                       | 2,750.00                        | -                                   | 2,750.00                     | 3,000.00                     | 3,300.00                      |
| Property & Casualty Insurance           | 200.00                          | -                                   | 200.00                       | 1,900.00                     | 250.00                        |
| Other Insurance                         | -                               | -                                   | -                            | 100.00                       | 100.00                        |
| Irrigation Repairs                      | 1,139.00                        | 19,761.00                           | 20,900.00                    | 20,900.00                    | 20,900.00                     |
| Landscaping Maintenance & Material      | 42,540.20                       | 63,981.40                           | 106,521.60                   | 106,521.60                   | 106,521.60                    |
| Tree Trimming                           | -                               | 7,600.00                            | 7,600.00                     | 7,600.00                     | 7,600.00                      |
| Flower & Plant Replacement              | 5,188.00                        | 10,012.00                           | 15,200.00                    | 15,200.00                    | 10,000.00                     |
| Contingency                             | 1.57                            | 33,367.83                           | 33,369.40                    | 33,369.40                    | 41,299.40                     |
| Pest Control                            | -                               | 988.00                              | 988.00                       | 988.00                       | 1,200.00                      |
| <b>Interchange Maintenance Expenses</b> |                                 |                                     |                              |                              |                               |
| IME - Aquatics Maintenance              | 300.60                          | 1,149.48                            | 1,450.08                     | 1,450.08                     | 1,272.00                      |
| IME - Irrigation Repairs                | 570.96                          | 797.04                              | 1,368.00                     | 1,368.00                     | 1,200.00                      |
| IME - Landscaping                       | 8,715.96                        | 28,481.05                           | 37,197.01                    | 37,197.01                    | 32,628.96                     |
| IME - Landscape Improvements            | -                               | -                                   | -                            | -                            | 4,800.00                      |
| IME - Lighting                          | 84.04                           | 257.96                              | 342.00                       | 342.00                       | 480.00                        |
| IME - Miscellaneous                     | 36.60                           | 1,741.80                            | 1,778.40                     | 1,778.40                     | 2,400.00                      |
| IME - Water Reclaimed                   | 41.56                           | 642.44                              | 684.00                       | 684.00                       | 600.00                        |
| <b>Road &amp; Street Facilities</b>     |                                 |                                     |                              |                              |                               |
| Entry and Wall Maintenance              | -                               | 1,140.00                            | 1,140.00                     | 1,140.00                     | 1,140.00                      |
| Hardscape Maintenance                   | -                               | 3,040.00                            | 3,040.00                     | 3,040.00                     | 3,040.00                      |
| Streetlights                            | -                               | 31,816.10                           | 31,816.10                    | 31,816.10                    | 31,816.10                     |
| Accent Lighting                         | -                               | 760.00                              | 760.00                       | 760.00                       | 760.00                        |
| <b>Parks &amp; Recreation</b>           |                                 |                                     |                              |                              |                               |
| Personnel Leasing Agreement             | 6,839.94                        | 6,840.06                            | 13,680.00                    | 13,680.00                    | 13,680.00                     |
| <b>Reserves</b>                         |                                 |                                     |                              |                              |                               |
| Infrastructure Capital Reserve          | -                               | 8,436.00                            | 8,436.00                     | 8,436.00                     | 8,436.00                      |
| Interchange Maintenance Reserve         | -                               | 1,195.73                            | 1,195.73                     | 1,195.73                     | 1,195.73                      |
| <b>Total Field Operations Expenses</b>  | <b>\$ 68,614.74</b>             | <b>\$ 245,361.59</b>                | <b>\$ 313,976.33</b>         | <b>\$ 316,026.33</b>         | <b>\$ 318,179.79</b>          |
| <b>Total Expenses</b>                   | <b>\$ 99,176.30</b>             | <b>\$ 344,435.03</b>                | <b>\$ 443,611.33</b>         | <b>\$ 456,186.33</b>         | <b>\$ 456,186.33</b>          |
| <b>Income (Loss) from Operations</b>    | <b>\$ 25,823.70</b>             | <b>\$ (25,831.86)</b>               | <b>\$ (8.16)</b>             | <b>\$ -</b>                  | <b>\$ -</b>                   |
| <b><u>Other Income (Expense)</u></b>    |                                 |                                     |                              |                              |                               |
| Interest Income                         | \$ 4.08                         | \$ 4.08                             | \$ 8.16                      | \$ -                         | \$ -                          |
| <b>Total Other Income (Expense)</b>     | <b>\$ 4.08</b>                  | <b>\$ 4.08</b>                      | <b>\$ 8.16</b>               | <b>\$ -</b>                  | <b>\$ -</b>                   |
| <b>Net Income (Loss)</b>                | <b>\$ 25,827.78</b>             | <b>\$ (25,827.78)</b>               | <b>\$ -</b>                  | <b>\$ -</b>                  | <b>\$ -</b>                   |

# **Midtown Improvement District**

**Property Appraiser Agreement**

## **NON-AD VALOREM ASSESSMENT ADMINISTRATION AGREEMENT**

An AGREEMENT made this 1<sup>st</sup> day of October 2021 between **AMY MERCADO, MBA**, as Orange County Property Appraiser (Property Appraiser) and **Midtown Improvement District**, (Taxing Authority), and is effective upon acceptance by both parties and through September 30, 2022.

1. The Taxing Authority desires to use the services of the Property Appraiser to maintain non-ad valorem assessments on the tax roll and the Property Appraiser is prepared to do so, on behalf of the Taxing Authority. Each party represents that it has satisfied all conditions necessary to enter into this agreement.

2. The Property Appraiser agrees to perform the following service for the Taxing Authority:

A. Create a Non-Ad Valorem Assessment Roll for the Taxing Authority for the 2021 tax roll year using data provided annually to the Property Appraiser's Office by the Taxing Authority per attached Calendar for Implementation of Non-Ad Valorem Assessment Roll.

B. Provide the Taxing Authority with a data file in a compatible format on or before April 1, containing all parcels within the boundaries of the Taxing Authority to be used for the Taxing Authority's planning purposes in establishing its non-ad valorem assessments. Provide subsequent files or reports at request of the Taxing Authority.

C. Receive from the Taxing Authority its proposed or adopted non-ad valorem assessment levy for each type of property and extend that amount against each parcel of real property as stipulated by Taxing Authority.

D. Include the Taxing Authority's non-ad valorem assessments on the Notice of Proposed Property Taxes and Proposed or Adopted Non-Ad Valorem Assessments mailed to all property owners in August of each year.

E. Receive from the Taxing Authority, corrections or changes to the roll and update the Non-Ad Valorem Assessment Roll for tax bills on or before September 15 of each year, the statutory deadline for certification of non-ad valorem assessments.

F. Deliver the Taxing Authority's Non-Ad Valorem Assessment Roll to the Orange County Tax Collector's Office so that tax bills mailed on or about November 1 will include the Taxing Authority's non-ad valorem assessment levies.



3. Taxing Authority agrees to perform the following acts in connection with this agreement:

A. Advise the property owners within the Taxing Authority in an appropriate and lawful manner of the Taxing Authority's intention to utilize the Uniform non-ad valorem assessment method described in Sections 197.3631 through 197.3635, Florida Statutes, and carry out its responsibilities under said sections.

B. Timely provide the Property Appraiser with information required to prepare the Uniform Non-Ad Valorem Assessment Roll per the Calendar For Implementation Of Non-Ad Valorem Assessment Roll.

C. Advise the property owners within the Taxing Authority as appropriate that the Property Appraiser's office is acting in a ministerial capacity for the Taxing Authority in connection with the non-ad valorem assessments.

D. Preparation and delivery of certificate of corrections directly to Tax Collector, with copy to Property Appraiser, for any corrections to a certified final tax roll.

4. The Taxing Authority shall use its best efforts in furnishing the Property Appraiser with up-to-date data concerning its boundaries, proposed assessments, and other information as requested from time to time by the Property Appraiser and necessary to facilitate his making the assessment in question. The Property Appraiser shall, using the information provided by the Taxing Authority, place the district's non-ad valorem assessments, as made from time to time and certified to him, on properties within the district.

5. The Property Appraiser shall be compensated by the Taxing Authority for the administrative costs incurred in carrying out this Agreement. These costs include, but are not limited to labor, printing, forms, office supplies, computer equipment usage, postage, programming, or any other associated costs.

On 1<sup>st</sup> day of October 2021 an administrative fee will be invoiced to the Taxing Authority equivalent to **\$0** per parcel assessed with a non-ad valorem tax. Parcel counts supporting the invoiced fee will be determined based upon the most current certified non-ad valorem assessment roll. Any new assessments added to the tax roll that were not previously certified and invoiced an administrative fee, will be separately invoiced on or around July 15 and prior to mailing of the Notice of Proposed Property Taxes in August.

6. The specific duties to be performed under this agreement and their respective timeframes are contained in the Calendar for Implementation of Non-Ad Valorem Assessment Roll, which is incorporated herein by reference.

7. This agreement constitutes the entire agreement between the parties and can only be modified in writing.

8. All parts of this Agreement not held unenforceable for any reason shall be given full force and effect.

9. All communications required by this agreement shall be in writing and sent by first class mail, email, or facsimile to the other party.

Notices to the Taxing Authority shall be addressed to:

Midtown Improvement District  
Lynne Mullins  
PFM Group Consulting LLC  
3501 Quadrangle Blvd., Ste. 270  
Orlando, FL 32817  
mullinsl@pfm.com  
(407)723-5935

Notices to the Property Appraiser shall be addressed to:

Carmen Crespo, Director, Accounting and Finance  
Orange County Property Appraiser  
200 S. Orange Ave., Suite 1700  
Orlando, FL 32801  
[ccrespo@ocpafl.org](mailto:ccrespo@ocpafl.org)  
(407)836-5353

10. TERMINATION. This Agreement may be terminated by either party upon written notice. Property Appraiser will perform no further work after the written termination notice is received.

ORANGE COUNTY PROPERTY APPRAISER

Signed \_\_\_\_\_  
AMY MERCADO, MBA

Date \_\_\_\_\_

MIDTOWN IMPROVEMENT DISTRICT

Name \_\_\_\_\_

Signed \_\_\_\_\_

Date \_\_\_\_\_

## **CALENDAR FOR IMPLEMENTATION OF NON-AD VALOREM ASSESSMENTS**

On or about April 1<sup>st</sup> , Property Appraiser to provide the Taxing Authority with an electronic file that includes parcel ID and any other information applicable or requested. Taxing Authority may request this file at any time after January 1st, but must understand that many splits/ combos, annexations, etc., may not be reflected early in the tax year and subsequent files may be necessary. If any additional information is required at any time by Taxing Authority, it should be requested of the Property Appraiser by Taxing Authority, allowing for a reasonable turnaround time. The file shall be in an ascii file, text or excel file, unless another format is requested and agreed upon between parties.

### **June 1**

- Property Appraiser distributes Best Estimate of Taxable Value to all Taxing Authorities.

### **July 1**

- Property Appraiser certifies Preliminary tax roll to all taxing authorities.
- Taxing Authority reviews all assessments and provides final approval for Notice of Proposed Property Taxes (TRIM)

### **July 15**

- Property Appraiser to invoice Administrative Fee for new parcels, if any, assessed and in excess of prior year certified non-ad valorem assessment roll parcel count.

### **August 4**

- Taxing Authority adopts its proposed millage rate and submits to the Property Appraiser for TRIM.

### **August 24**

- Last day Property Appraiser can mail TRIM notices to all property owners on the tax roll.

### **September 3 – October 3**

- Taxing Authority holds initial and final public budget hearings.

### **September 15**

- Taxing Authority certifies final non-ad valorem assessment roll to Property Appraiser on or before September 15 with any changes, additions, or deletions to the non-ad valorem assessment roll since the TRIM notices.

### **October**

- Property Appraiser to mail Non-Ad Valorem Assessment Administration Agreement and invoice for non-ad valorem assessment processing for subsequent tax roll, based upon most recent certified non-ad valorem assessment roll parcel count.
- Property Appraiser delivers the Taxing Authority non-ad valorem assessment roll to the Tax Collector for collection of taxes on November 1 tax bills.

# **Midtown Improvement District**

**OUC Revision Streetlight Agreement for Centerline Segment F**  
*(provided under separate cover)*

# **Midtown Improvement District**

**OUC Streetlight Agreement Transfers  
(provided under separate cover)**

**Centerline**

## **Landon House**

**Laureate Blvd at Unit 1C**



# **Midtown Improvement District**

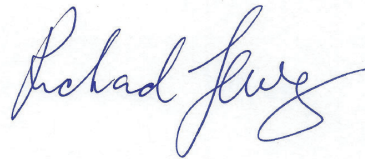
**Payment Authorization  
Nos. 026 – 033**

# MIDTOWN IMPROVEMENT DISTRICT

## Payment Authorization #026

2/11/2022

| Item No.     | Payee   | Invoice Number | General Fund     |
|--------------|---|----------------|------------------|
| 1            | <b>Cepira Landscape</b><br>January Irrigation Repairs | ORL1322        | \$ 359.00        |
| <b>TOTAL</b> |   |                | <b>\$ 359.00</b> |



Chairperson

Midtown Improvement District  
c/o PFM Group Consulting  
3501 Quadrangle Boulevard, Ste. 270  
Orlando, FL 32817  
LaneA@pfm.com // (407) 723-5925

**RECEIVED**

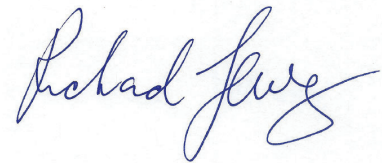
By Amanda Lane at 10:21 am, Feb 15, 2022

# MIDTOWN IMPROVEMENT DISTRICT

## Payment Authorization #027

2/18/2022

| Item No.     | Payee  | Invoice Number | General Fund       |
|--------------|--|----------------|--------------------|
| 1            | <b>Donald W McIntosh Associates</b><br>Engineering Services Through 01/28/2022 | 42236          | \$ 444.00          |
| 2            | <b>PFM Group Consulting</b><br>DM Fee: February 2022                           | DM-02-2022-032 | \$ 2,916.67        |
| 3            | <b>Supervisor Fees - 02/15/2022 Meeting</b><br>Richard Levey                   | --             | \$ 200.00          |
| <b>TOTAL</b> |  |                | <b>\$ 3,560.67</b> |



Chairperson

Midtown Improvement District  
c/o PFM Group Consulting  
3501 Quadrangle Boulevard, Ste. 270  
Orlando, FL 32817  
LaneA@pfm.com // (407) 723-5925

**RECEIVED**

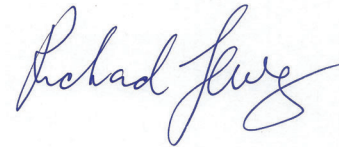
By Amanda Lane at 9:02 am, Feb 18, 2022

# MIDTOWN IMPROVEMENT DISTRICT

## Payment Authorization #028

3/4/2022

| Item No.     | Payee   | Invoice Number | General Fund        |
|--------------|---|----------------|---------------------|
| <b>1</b>     | <b>Cepra Landscape</b>                        |                |                     |
|              | February Irrigation Repairs                   | ORL1435        | \$ 542.00           |
|              | March Section 1 Landscaping                   | ORL1502        | \$ 1,983.33         |
|              | March Section 2 Landscaping                   | ORL1504        | \$ 5,644.38         |
|              | March Section 3 Landscaping                   | ORL1505        | \$ 880.33           |
| <b>2</b>     | <b>Kutak Rock</b>                             |                |                     |
|              | General Counsel Through 01/31/2022            | 3009791        | \$ 1,634.26         |
| <b>3</b>     | <b>Orlando Sentinel</b>                       |                |                     |
|              | Legal Advertising on 02/08/2022 (Ad: 7136122) | OSC49327493    | \$ 271.25           |
| <b>TOTAL</b> |   |                | <b>\$ 10,955.55</b> |



Chairperson

**RECEIVED**

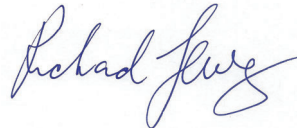
By Amanda Lane at 5:03 pm, Mar 07, 2022

# MIDTOWN IMPROVEMENT DISTRICT

## Payment Authorization #029

3/11/2022

| Item No.     | Payee   | Invoice Number | General Fund       |
|--------------|---|----------------|--------------------|
| 1            | <b>Berman Construction</b><br>March Administrator & Irrigation Specialist | 17812          | \$ 1,139.99        |
| <b>TOTAL</b> |   |                | <b>\$ 1,139.99</b> |



Chairperson

Midtown Improvement District  
c/o PFM Group Consulting  
3501 Quadrangle Boulevard, Ste. 270  
Orlando, FL 32817  
LaneA@pfm.com // (407) 723-5925

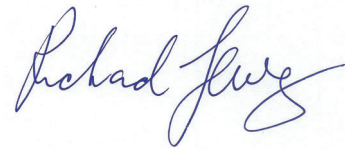
Received via email on Sunday, March 13, 2022 - ALane

# MIDTOWN IMPROVEMENT DISTRICT

## Payment Authorization #030

3/18/2022

| Item No.     | Payee  | Invoice Number | General Fund       |
|--------------|--|----------------|--------------------|
| 1            | <b>Donald W McIntosh Associates</b><br>Engineering Services Through 02/25/2022 | 42353          | \$ 506.50          |
| 2            | <b>OUC</b><br>Acct: 5032993173 ; Service 02/22/2022 - 03/01/2022               | --             | \$ 207.88          |
| 3            | <b>PFM Group Consulting</b><br>DM Fee: March 2022                              | DM-03-2022-032 | \$ 2,916.67        |
| <b>TOTAL</b> |  |                | <b>\$ 3,631.05</b> |



Chairperson

Midtown Improvement District  
c/o PFM Group Consulting  
3501 Quadrangle Boulevard, Ste. 270  
Orlando, FL 32817  
LaneA@pfm.com // (407) 723-5925

**RECEIVED**

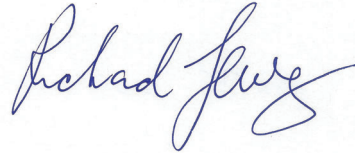
By Amanda Lane at 10:17 am, Mar 21, 2022

# MIDTOWN IMPROVEMENT DISTRICT

## Payment Authorization #031

3/25/2022

| Item No.     | Payee  | Invoice Number | General Fund       |
|--------------|--|----------------|--------------------|
| 1            | <b>Kutak Rock</b><br>General Counsel Through 02/28/2022                  | 3023564        | \$ 1,585.60        |
| 2            | <b>Orlando Sentinel</b><br>Legal Advertising on 03/08/2022 (Ad: 7161958) | OSC50716431    | \$ 241.25          |
| <b>TOTAL</b> |  |                | <b>\$ 1,826.85</b> |



Chairperson

Midtown Improvement District  
c/o PFM Group Consulting  
3501 Quadrangle Boulevard, Ste. 270  
Orlando, FL 32817  
LaneA@pfm.com // (407) 723-5925

**RECEIVED**

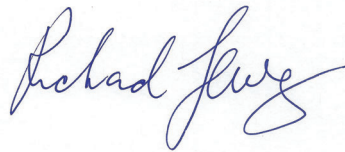
By Amanda Lane at 10:34 am, Mar 28, 2022

# MIDTOWN IMPROVEMENT DISTRICT

## Payment Authorization #032

4/1/2022

| Item No.     | Payee   | Invoice Number | General Fund        |
|--------------|---|----------------|---------------------|
| 1            | <b>DWC Outdoors &amp; Hauling</b><br>Hardwood Pruning | 1691           | \$ 10,500.00        |
| 2            | <b>PFM Group Consulting</b><br>Billable Expenses      | 119370         | \$ 102.90           |
| <b>TOTAL</b> |   |                | <b>\$ 10,602.90</b> |



Chairperson

Midtown Improvement District  
c/o PFM Group Consulting  
3501 Quadrangle Boulevard, Ste. 270  
Orlando, FL 32817  
LaneA@pfm.com // (407) 723-5925

**RECEIVED**

By Amanda Lane at 10:50 am, Apr 04, 2022



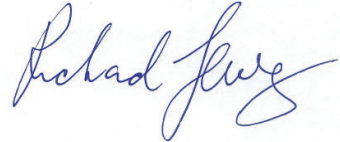
# MIDTOWN IMPROVEMENT DISTRICT

## Payment Authorization #033

4/8/2022

| Item No. | Payee   | Invoice Number | General Fund |
|----------|---|----------------|--------------|
| 1        | <b>Boggy Creek Improvement District</b><br>March ICM Expenses         | ICM2022-06     | \$ 3,248.68  |
| 2        | <b>Cepira Landscape</b><br>April Section 1 Landscaping                | ORL1704        | \$ 1,983.33  |
|          | April Section 2 Landscaping   | ORL1706        | \$ 5,644.38  |
|          | April Section 3 Landscaping   | ORL1707        | \$ 880.33    |
|          | Sod Installation Section 1  | ORL1809        | \$ 11,985.00 |
| 3        | <b>Greenway Improvement District</b><br>January/February ICM Expenses | ICM2022-06     | \$ 6,501.04  |
| 4        | <b>OUC</b><br>Acct: 5032993173 ; Service 03/01/2022 - 04/01/2022      | --             | \$ 484.50    |

**TOTAL \$ 30,727.26**



Chairperson

Midtown Improvement District  
c/o PFM Group Consulting  
3501 Quadrangle Boulevard, Ste. 270  
Orlando, FL 32817  
LaneA@pfm.com // (407) 723-5925

**RECEIVED**  
By Amanda Lane at 2:00 pm, Apr 10, 2022

# **Midtown Improvement District**

**Funding Request  
Nos. 015 & 021**

# MIDTOWN IMPROVEMENT DISTRICT

## Funding Request #015

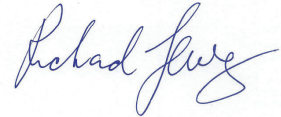
12/10/2021

| Item No. | Payee  | Invoice Number | General Fund |
|----------|--|----------------|--------------|
| 1        | <b>Developer</b><br>Operations & Maintenance (O&M) Funding Request | --             | \$ 50,000.00 |

**TOTAL \$ 50,000.00**



Secretary/Assistant Secretary



Chairperson


# MIDTOWN IMPROVEMENT DISTRICT

## Funding Request #021

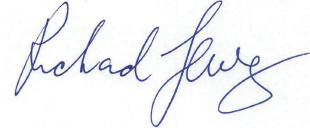
2/4/2022

| Item No. | Payee  | Invoice Number | General Fund |
|----------|--|----------------|--------------|
| 1        | <b>Developer</b><br>Operations & Maintenance (O&M) Funding Request | --             | \$ 50,000.00 |

**TOTAL \$ 50,000.00**



Secretary/Assistant Secretary



Chairperson

Midtown Improvement District  
c/o PFM Group Consulting  
3501 Quadrangle Boulevard, Ste. 270  
Orlando, FL 32817  
LaneA@pfm.com // (407) 723-5925

**RECEIVED**

By Amanda Lane at 10:48 am, Feb 19, 2022

# **Midtown Improvement District**

**Work Authorization/Proposed Services**  
*(if applicable)*

**MIDTOWN IMPROVEMENT DISTRICT**

**Recommendation for Work Authorization / Proposed Services**

Project Name: Centerline Drive – Segments E

Brief Description: Survey Services – Sketches of Descriptions for New OUC Electrical Easements.

Name of Consultant /Vendor: Donald W. McIntosh Associates, Inc.

Is this work pursuant to an existing Agreement?  Yes  No

If so, name and date of Agreement: \_\_\_\_\_

Is this project included in the District Capital Improvement Plan?  Yes  No

Are the services required contemplated in the Capital Improvement Plan?  Yes  No

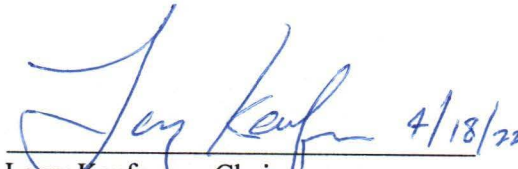
Is this a continuation of previously authorized work?  Yes  No

Proposal attached:  Yes  No

Form of Agreement Utilized: Proposal

Amount of Services: \$ 2,550.00

Recommendation:  Approve  Deny

By:  4/18/22  
Larry Kaufmann, Chairman  
Midtown Improvement District Construction Committee

- c: Jennifer Walden
- Tucker Mackie
- Jeffrey Newton
- Lynne Mullins



## **Exhibit A: Work Authorization**

April 14, 2022

Revised April 18, 2022

### **Midtown Improvement District**

12051 Corporate Boulevard  
City of Orlando, Florida

Subject: Work Authorization Number 1  
Centerline Drive Segment E  
DWMA Job No. 22551 (001)

Dear Chairman, Board of Supervisors:

Donald W. McIntosh Associates, Inc., is pleased to submit this work authorization to provide engineering services for the Midtown Improvement District. We will provide these services pursuant to our current agreement dated July 7, 2021 (“Engineering Agreement”), as follows:

### **I. Scope of Work**

Midtown Improvement District (DISTRICT) will engage the services of Donald W. McIntosh Associates, Inc. (DWMA), as District Engineer to perform the following services:

- A. SKETCHES OF DESCRIPTIONS FOR OUC ELECTRIC EASEMENT – Preparation of three sketches of descriptions for the OUC Electric Easement west of Centerline Drive Segment E within the City of Orlando Park and the Lake Nona Adventure Park for the preparation of easement documents by others.

### **II. Fees**

The DISTRICT will compensate DWMA a fixed fee of \$2,550.00 for the referenced services. The DISTRICT will reimburse DWMA all direct costs, which include items such as printing, drawings, travel, deliveries, et cetera, pursuant to the Agreement.

This proposal, together with the Engineering Agreement, represents the entire understanding between the Midtown Improvement District and Donald W. McIntosh Associates, Inc. with regard to the referenced work authorization. If you wish to accept this work authorization, please sign where indicated, and return to our office. Upon receipt, we will promptly schedule our services.



Thank you for considering Donald W. McIntosh Associates, Inc. We look forward to helping you create a quality project.

APPROVED AND ACCEPTED

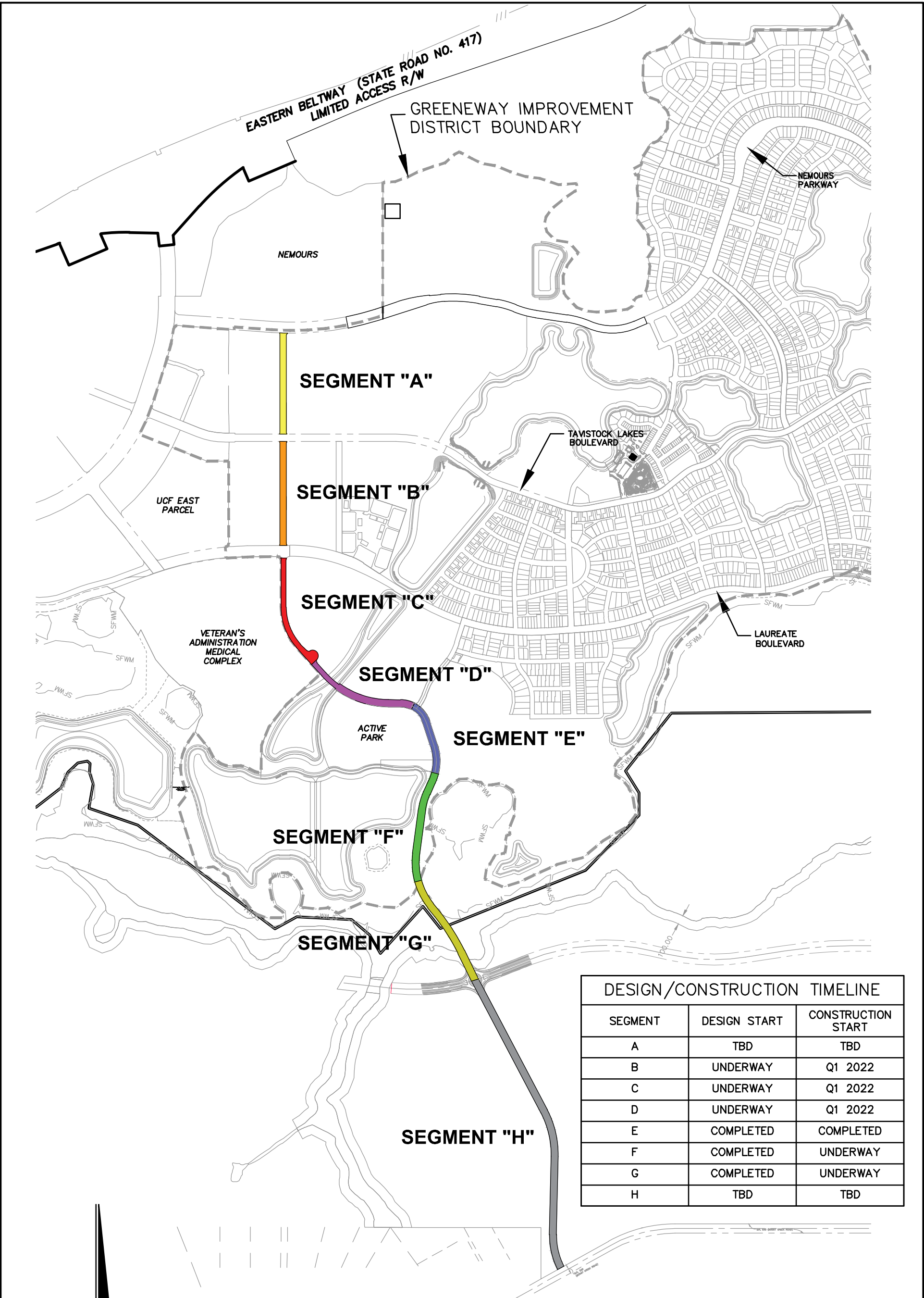
Sincerely,

By: \_\_\_\_\_  
Authorized Representative of  
Midtown Improvement District

\_\_\_\_\_  
Scott E. Grossman, PSM, Executive Vice  
President  
Date: 4/18/2022

PURSUANT TO FLORIDA STATUTE 558.0035, AN INDIVIDUAL EMPLOYEE OR AGENT OF DONALD W. MCINTOSH ASSOCIATES, INC. MAY NOT BE HELD INDIVIDUALLY LIABLE FOR NEGLIGENCE.





| DESIGN/CONSTRUCTION TIMELINE |              |                    |
|------------------------------|--------------|--------------------|
| SEGMENT                      | DESIGN START | CONSTRUCTION START |
| A                            | TBD          | TBD                |
| B                            | UNDERWAY     | Q1 2022            |
| C                            | UNDERWAY     | Q1 2022            |
| D                            | UNDERWAY     | Q1 2022            |
| E                            | COMPLETED    | COMPLETED          |
| F                            | COMPLETED    | UNDERWAY           |
| G                            | COMPLETED    | UNDERWAY           |
| H                            | TBD          | TBD                |

RESIDENTIAL ROADWAYS AND TRACTS ARE DIAGRAMMATIC AND SUBJECT TO CHANGE

JULY 19, 2021



**DONALD W. McINTOSH ASSOCIATES, INC.**  
**ENGINEERS PLANNERS SURVEYORS**  
 2200 PARK AVENUE NORTH, WINTER PARK, FLORIDA 32789 (407) 644-4068  
 CERTIFICATE OF AUTHORIZATION NO. LB68

# **Midtown Improvement District**

## **District's Financials**

**Midtown Improvement District**  
Statement of Financial Position  
As of 3/31/2022

|  | General Fund | Capital Projects Fund | Total        |
|--|--------------|-----------------------|--------------|
| <b><u>Assets</u></b>                         |              |                       |              |
| <b><u>Current Assets</u></b>                 |              |                       |              |
| General Checking Account                     | \$41,195.41  |                       | \$41,195.41  |
| Accounts Receivable - Due from Developer     |              | \$2,452.75            | 2,452.75     |
| Total Current Assets                         | \$41,195.41  | \$2,452.75            | \$43,648.16  |
| <b>Total Assets</b>                          | \$41,195.41  | \$2,452.75            | \$43,648.16  |
| <b><u>Liabilities and Net Assets</u></b>     |              |                       |              |
| <b><u>Current Liabilities</u></b>            |              |                       |              |
| Accounts Payable                             | \$9,648.03   |                       | \$9,648.03   |
| Due To Other Governmental Units              | 9,749.72     |                       | 9,749.72     |
| Accounts Payable                             |              | \$2,452.75            | 2,452.75     |
| Deferred Revenue                             |              | 2,452.75              | 2,452.75     |
| Total Current Liabilities                    | \$19,397.75  | \$4,905.50            | \$24,303.25  |
| <b>Total Liabilities</b>                     | \$19,397.75  | \$4,905.50            | \$24,303.25  |
| <b><u>Net Assets</u></b>                     |              |                       |              |
| Net Assets - General Government              | (\$4,030.12) |                       | (\$4,030.12) |
| Current Year Net Assets - General Government | 25,827.78    |                       | 25,827.78    |
| Net Assets, Unrestricted                     |              | (\$74,789.43)         | (74,789.43)  |
| Current Year Net Assets, Unrestricted        |              | 72,336.68             | 72,336.68    |
| <b>Total Net Assets</b>                      | \$21,797.66  | (\$2,452.75)          | \$19,344.91  |
| <b>Total Liabilities and Net Assets</b>      | \$41,195.41  | \$2,452.75            | \$43,648.16  |

**Midtown Improvement District**  
**Statement of Activities**  
As of 3/31/2022

|  | <b>General Fund</b> | <b>Capital Projects Fund</b> | <b>Total</b>  |
|--|---------------------|------------------------------|---------------|
| <b><u>Revenues</u></b>                                       |                     |                              |               |
| Developer Contributions                                      | \$125,000.00        |                              | \$125,000.00  |
| Developer Contributions                                      |                     | \$313,505.07                 | 313,505.07    |
| Total Revenues   | \$125,000.00        | \$313,505.07                 | \$438,505.07  |
| <b><u>Expenses</u></b>                                       |                     |                              |               |
| Supervisor Fees  | \$800.00            |                              | \$800.00      |
| Public Officials' Liability Insurance                        | 2,250.00            |                              | 2,250.00      |
| Management   | 17,500.02           |                              | 17,500.02     |
| Engineering  | 1,902.50            |                              | 1,902.50      |
| District Counsel   | 6,224.33            |                              | 6,224.33      |
| Postage & Shipping   | 39.99               |                              | 39.99         |
| Legal Advertising  | 1,597.43            |                              | 1,597.43      |
| Miscellaneous  | 72.29               |                              | 72.29         |
| Dues, Licenses, and Fees                                     | 175.00              |                              | 175.00        |
| Electric   | 40.24               |                              | 40.24         |
| Water Reclaimed  | 166.07              |                              | 166.07        |
| General Insurance  | 2,750.00            |                              | 2,750.00      |
| Property & Casualty  | 200.00              |                              | 200.00        |
| Irrigation   | 1,139.00            |                              | 1,139.00      |
| Landscaping Maintenance & Material                           | 42,540.20           |                              | 42,540.20     |
| Flower & Plant Replacement                                   | 5,188.00            |                              | 5,188.00      |
| Contingency  | 1.57                |                              | 1.57          |
| IME - Aquatics Maintenance                                   | 300.60              |                              | 300.60        |
| IME - Irrigation   | 570.96              |                              | 570.96        |
| IME - Landscaping  | 8,715.96            |                              | 8,715.96      |
| IME - Lighting   | 84.04               |                              | 84.04         |
| IME - Miscellaneous  | 36.60               |                              | 36.60         |
| IME - Water Reclaimed  | 41.56               |                              | 41.56         |
| Personnel Leasing Agreement                                  | 6,839.94            |                              | 6,839.94      |
| Engineering  |                     | \$43,121.13                  | 43,121.13     |
| District Counsel   |                     | 1,360.00                     | 1,360.00      |
| Legal Advertising  |                     | 285.75                       | 285.75        |
| Contingency  |                     | 196,401.51                   | 196,401.51    |
| Total Expenses   | \$99,176.30         | \$241,168.39                 | \$340,344.69  |
| <b><u>Other Revenues (Expenses) &amp; Gains (Losses)</u></b> |                     |                              |               |
| Interest Income  | \$4.08              |                              | \$4.08        |
| Total Other Revenues (Expenses) & Gains (Losses)             | \$4.08              | \$0.00                       | \$4.08        |
| <b>Change In Net Assets</b>                                  | \$25,827.78         | \$72,336.68                  | \$98,164.46   |
| <b>Net Assets At Beginning Of Year</b>                       | (\$4,030.12)        | (\$74,789.43)                | (\$78,819.55) |
| <b>Net Assets At End Of Year</b>                             | \$21,797.66         | (\$2,452.75)                 | \$19,344.91   |

**Midtown Improvement District**  
 Budget to Actual  
 For the Month Ending 03/31/2022

|  | Actual               | Budget               | Variance               | FY 2022<br>Adopted<br>Budget | Percentage<br>Variance |
|--|----------------------|----------------------|------------------------|------------------------------|------------------------|
| <b>Revenues</b>                                    |                      |                      |                        |                              |                        |
| Developer Contributions                            | \$ 125,000.00        | \$ 228,093.17        | \$ (103,093.17)        | \$ 456,186.33                | 27.40%                 |
| <b>Net Revenues</b>                                | <b>\$ 125,000.00</b> | <b>\$ 228,093.17</b> | <b>\$ (103,093.17)</b> | <b>\$ 456,186.33</b>         | <b>27.40%</b>          |
| <b>General &amp; Administrative Expenses</b>       |                      |                      |                        |                              |                        |
| <b>Legislative</b>                                 |                      |                      |                        |                              |                        |
| Supervisor Fees                                    | \$ 800.00            | \$ 6,000.00          | \$ (5,200.00)          | \$ 12,000.00                 | 6.67%                  |
| <b>Financial &amp; Administrative</b>              |                      |                      |                        |                              |                        |
| Public Officials' Liability Insurance              | 2,250.00             | 1,350.00             | 900.00                 | 2,700.00                     | 83.33%                 |
| Trustee Services                                   | -                    | 3,750.00             | (3,750.00)             | 7,500.00                     | 0.00%                  |
| Management   | 17,500.02            | 17,500.00            | 0.02                   | 35,000.00                    | 50.00%                 |
| Engineering  | 1,902.50             | 5,000.00             | (3,097.50)             | 10,000.00                    | 19.03%                 |
| Dissemination Agent                                | -                    | 2,500.00             | (2,500.00)             | 5,000.00                     | 0.00%                  |
| Property Appraiser                                 | -                    | 1,000.00             | (1,000.00)             | 2,000.00                     | 0.00%                  |
| District Counsel                                   | 6,224.33             | 15,000.00            | (8,775.67)             | 30,000.00                    | 20.75%                 |
| Assessment Administration                          | -                    | 3,750.00             | (3,750.00)             | 7,500.00                     | 0.00%                  |
| Reamortization Schedules                           | -                    | 125.00               | (125.00)               | 250.00                       | 0.00%                  |
| Audit  | -                    | 3,000.00             | (3,000.00)             | 6,000.00                     | 0.00%                  |
| Travel and Per Diem                                | -                    | 150.00               | (150.00)               | 300.00                       | 0.00%                  |
| Telephone  | -                    | 25.00                | (25.00)                | 50.00                        | 0.00%                  |
| Postage & Shipping                                 | 39.99                | 500.00               | (460.01)               | 1,000.00                     | 4.00%                  |
| Copies   | -                    | 1,250.00             | (1,250.00)             | 2,500.00                     | 0.00%                  |
| Legal Advertising                                  | 1,597.43             | 3,750.00             | (2,152.57)             | 7,500.00                     | 21.30%                 |
| Bank Fees  | -                    | 180.00               | (180.00)               | 360.00                       | 0.00%                  |
| Miscellaneous                                      | 72.29                | 500.00               | (427.71)               | 1,000.00                     | 7.23%                  |
| Office Supplies                                    | -                    | 125.00               | (125.00)               | 250.00                       | 0.00%                  |
| Property Taxes                                     | -                    | 500.00               | (500.00)               | 1,000.00                     | 0.00%                  |
| Web Site Maintenance                               | -                    | 3,000.00             | (3,000.00)             | 6,000.00                     | 0.00%                  |
| Holiday Decorations                                | -                    | 1,000.00             | (1,000.00)             | 2,000.00                     | 0.00%                  |
| Dues, Licenses, and Fees                           | 175.00               | 125.00               | 50.00                  | 250.00                       | 70.00%                 |
| <b>Total General &amp; Administrative Expenses</b> | <b>\$ 30,561.56</b>  | <b>\$ 70,080.00</b>  | <b>\$ (39,518.44)</b>  | <b>\$ 140,160.00</b>         | <b>21.80%</b>          |

**Midtown Improvement District**  
 Budget to Actual  
 For the Month Ending 03/31/2022

|   | Actual              | Budget               | Variance               | FY 2022<br>Adopted<br>Budget | Percentage<br>Variance |
|---|---------------------|----------------------|------------------------|------------------------------|------------------------|
| <b><u>Field Operations</u></b>          |                     |                      |                        |                              |                        |
| <b>Electric Utility Services</b>        |                     |                      |                        |                              |                        |
| Electric                                | \$ 40.24            | \$ 2,280.00          | \$ (2,239.76)          | \$ 4,560.00                  | 0.88%                  |
| <b>Water-Sewer Combination Services</b> |                     |                      |                        |                              |                        |
| Water Reclaimed                         | 166.07              | 9,500.00             | (9,333.93)             | 19,000.00                    | 0.87%                  |
| <b>Other Physical Environment</b>       |                     |                      |                        |                              |                        |
| General Insurance                       | 2,750.00            | 1,500.00             | 1,250.00               | 3,000.00                     | 91.67%                 |
| Property & Casualty Insurance           | 200.00              | 950.00               | (750.00)               | 1,900.00                     | 10.53%                 |
| Other Insurance                         | -                   | 50.00                | (50.00)                | 100.00                       | 0.00%                  |
| Irrigation Repairs                      | 1,139.00            | 10,450.00            | (9,311.00)             | 20,900.00                    | 5.45%                  |
| Landscaping Maintenance & Material      | 42,540.20           | 53,260.80            | (10,720.60)            | 106,521.60                   | 39.94%                 |
| Tree Trimming                           | -                   | 3,800.00             | (3,800.00)             | 7,600.00                     | 0.00%                  |
| Flower & Plant Replacement              | 5,188.00            | 7,600.00             | (2,412.00)             | 15,200.00                    | 34.13%                 |
| Contingency                             | 1.57                | 16,684.70            | (16,683.13)            | 33,369.40                    | 0.00%                  |
| Pest Control                            | -                   | 494.00               | (494.00)               | 988.00                       | 0.00%                  |
| <b>Interchange Maintenance Expenses</b> |                     |                      |                        |                              |                        |
| IME - Aquatics Maintenance              | 300.60              | 725.04               | (424.44)               | 1,450.08                     | 20.73%                 |
| IME - Irrigation Repairs                | 570.96              | 684.00               | (113.04)               | 1,368.00                     | 41.74%                 |
| IME - Landscaping                       | 8,715.96            | 18,598.51            | (9,882.55)             | 37,197.01                    | 23.43%                 |
| IME - Lighting                          | 84.04               | 171.00               | (86.96)                | 342.00                       | 24.57%                 |
| IME - Miscellaneous                     | 36.60               | 889.20               | (852.60)               | 1,778.40                     | 2.06%                  |
| IME - Water Reclaimed                   | 41.56               | 342.00               | (300.44)               | 684.00                       | 6.08%                  |
| <b>Road &amp; Street Facilities</b>     |                     |                      |                        |                              |                        |
| Entry and Wall Maintenance              | -                   | 570.00               | (570.00)               | 1,140.00                     | 0.00%                  |
| Hardscape Maintenance                   | -                   | 1,520.00             | (1,520.00)             | 3,040.00                     | 0.00%                  |
| Streetlights                            | -                   | 15,908.05            | (15,908.05)            | 31,816.10                    | 0.00%                  |
| Accent Lighting                         | -                   | 380.00               | (380.00)               | 760.00                       | 0.00%                  |
| <b>Parks &amp; Recreation</b>           |                     |                      |                        |                              |                        |
| Personnel Leasing Agreement             | 6,839.94            | 6,840.00             | (0.06)                 | 13,680.00                    | 50.00%                 |
| <b>Reserves</b>                         |                     |                      |                        |                              |                        |
| Infrastructure Capital Reserve          | -                   | 4,218.00             | (4,218.00)             | 8,436.00                     | 0.00%                  |
| Interchange Maintenance Reserve         | -                   | 597.87               | (597.87)               | 1,195.73                     | 0.00%                  |
| <b>Total Field Operations Expenses</b>  | <b>\$ 68,614.74</b> | <b>\$ 158,013.17</b> | <b>\$ (89,398.43)</b>  | <b>\$ 316,026.33</b>         | <b>21.71%</b>          |
| <b>Total Expenses</b>                   | <b>\$ 99,176.30</b> | <b>\$ 228,093.17</b> | <b>\$ (128,916.87)</b> | <b>\$ 456,186.33</b>         | <b>21.74%</b>          |
| <b>Income (Loss) from Operations</b>    | <b>\$ 25,823.70</b> | <b>\$ -</b>          | <b>\$ 25,823.70</b>    | <b>\$ -</b>                  |                        |
| <b><u>Other Income (Expense)</u></b>    |                     |                      |                        |                              |                        |
| Interest Income                         | \$ 4.08             | \$ -                 | \$ 4.08                | \$ -                         |                        |
| <b>Total Other Income (Expense)</b>     | <b>\$ 4.08</b>      | <b>\$ -</b>          | <b>\$ 4.08</b>         | <b>\$ -</b>                  |                        |
| <b>Net Income (Loss)</b>                | <b>\$ 25,827.78</b> | <b>\$ -</b>          | <b>\$ 25,827.78</b>    | <b>\$ -</b>                  |                        |