

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, February 21, 2023, 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 December 13, 2022, Board of Supervisors' Meeting**

Business Matters

2. **Ratification of Pressure Washing Proposal from Berman**
3. **Ratification of Payment Authorization Nos. 61 – 71**
4. **Recommendation of Work Authorization/Proposed Services (*if applicable*)**
5. **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

Adjournment



Midtown Improvement District

**Minutes of the December 13, 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, December 13, 2022, at 3:30 p.m. at the Courtyard Orlando Lake Nona, 6955 Lake Nona Blvd., Orlando, FL 32827.

Present:

Richard Levey	Chairman	
Rob Adams	Vice Chairman	(via phone)
Damon Ventura	Assistant Secretary	
Julie Salvo	Assistant Secretary	

Also Attending:

Jenifer Walden	PFM	
Lynne Mullins	PFM	
Amanda Lane	PFM	(via phone)
Jorge Jimenez	PFM	(via phone)
Kevin Plenzler	PFM	
Tucker Mackie	Kutak Rock	
Ryan Dugan	Kutak Rock	
Jeffrey Newton	Donald W. McIntosh Associates	(via phone)
Larry Kaufmann	Construction Supervisor	
Matt McDermott	Construction Committee Member	
Aaron Wilbanks	Berman	
Dan Young	Tavistock	

SECOND ORDER OF BUSINESS

Public Comment Period

Dr. Levey called for public comments. There were no public comments.

THIRD ORDER OF BUSINESS

**Consideration of the Minutes of the
August 16, 2022, Board of
Supervisors' Meeting**

The Board reviewed the minutes of the August 16, 2022, Board of Supervisors' Meeting.

On motion by Mr. Ventura, seconded by Ms. Salvo, with all in favor, the Board of Supervisors for the Midtown Improvement District approved the Minutes of the August 16, 2022, Board of Supervisors' Meeting.

FOURTH ORDER OF BUSINESS

**Consideration of Resolution 2023-01,
Amending the Annual Meeting
Schedule for Fiscal Year 2023**

Ms. Walden stated the meeting location cannot accommodate the District for the scheduled May meeting, so District staff is recommending moving it up to May 9, 2023, which is noted in the exhibit to the Resolution.

On motion by Mr. Ventura, seconded by Ms. Salvo, with all in favor, the Board of Supervisors for the Midtown Improvement District approved Resolution 2023-01, Amending the Annual Meeting Schedule for Fiscal Year 2023, changing the May date to May 9, 2023.

FIFTH ORDER OF BUSINESS

**Review Post Hurricane Ian Report
a) Ratification of Hurricane
Landscape Replacement
Proposals**

Mr. Wilbanks stated some of the items in the photos were able to be reset, some of the palms that looked dead were removed, and cleanup of the area around the lift station wasn't necessary. The tree that was down on Tavistock Boulevard was \$5,000.00 to replace, and the Chair authorized this outside of a meeting.

On motion by Mr. Ventura, seconded by Ms. Salvo, with all in favor, the Board of Supervisors for the Midtown Improvement District ratified the proposal with HTFL for \$5,000.00 to replace the Live Oak tree.

SIXTH ORDER OF BUSINESS

**Ratification of Fiscal Year 2022 Audit
Engagement Letter with Grau &
Associates**

Ms. Walden stated this is the current auditor for the District, and the price does fall within the budget. The Chair executed this outside of a meeting so that the auditor could start working on the audit for Fiscal Year 2022.

On motion by Mr. Ventura, seconded by Ms. Salvo, with all in favor, the Board of Supervisors for the Midtown Improvement District ratified the FY 2022 Audit Engagement Letter with Grau & Associates.

SEVENTH ORDER OF BUSINESS

**Ratification of Egis Insurance
Package for FY 2023**

Ms. Walden stated this item was executed by the Chair outside of a meeting so that the District could keep its insurance and the price does fall within the budget.

On motion by Ms. Salvo, seconded by Mr. Ventura, with all in favor, the Board of Supervisors for the Midtown Improvement District ratified the Egis Insurance Package for FY 2023.

EIGHTH ORDER OF BUSINESS

**Ratification of Payment Authorization
Nos. 49 – 60**

Dr. Levey noted that these Payment Authorizations have been approved and need to be ratified by the Board.

On motion by Mr. Ventura, seconded by Ms. Salvo, with all in favor, the Board of Supervisors for the Midtown Improvement District ratified Payment Authorization Nos. 49 – 60.

NINTH ORDER OF BUSINESS

**Recommendation of Work
Authorization/Proposed Services**

Mr. Kaufmann stated in the agenda packet are several proposals. The first is with Devo Engineering for testing to confirm the stability of the trail along Section E of the roadway. OUC is proposing to put an electrical duct bank outside the existing right-of-way which is to serve Poitras to the south. The proposal is for \$415.00 so Devo can assess the trail section to determine if it can support the intermittent loading from the OUC maintenance vehicles.

On motion by Ms. Salvo, seconded by Mr. Ventura, with all in favor, the Board of Supervisors for the Midtown Improvement District ratified the proposal with Devo Engineering for \$415.00 for testing to confirm stability of the trail for periodic maintenance access to the OUC duct bank.

Mr. Kaufmann explained the second proposal is for Centerline Drive Segment F with Donald W. McIntosh Associates, Inc. in the amount of \$3,165.00 to revise the plans to incorporate multi-use trails that were previously to be constructed by others.

On motion by Ms. Salvo, seconded by Mr. Ventura, with all in favor, the Board of Supervisors for the Midtown Improvement District ratified the proposal with Donald W. McIntosh Associates, Inc. in the amount of \$3,165.00 to incorporate multi-use trails into the Centerline Drive Segment F plans that were previously to be constructed by others.

Mr. Newton stated the third proposal is also with Donald W. McIntosh Associates, Inc. to get electricity extended down Centerline Drive. He added this would be an independent set of plans for Segment D underground duct banks in the amount of \$23,605.00. Mr. Young confirmed that the Developer will be designing and constructing this project under Lake Nona Land Company. Dr. Levey added that since the Developer is doing this work then the District will not take any action on this item.

TENTH ORDER OF BUSINESS

Review of District's Financials

Ms. Walden noted these are the financials through the end of November. The District has spent \$45,000.00 of the budget of just under \$500,000.00, so the District has spent 9% of the budget so far.

ELEVENTH ORDER OF BUSINESS

Staff Reports

District Counsel – Ms. Mackie stated the sessions will begin after the first of the year for the legislative committee meetings, and Capitol Conversations will start to be sent out by our office to the Board Members. There will be monthly status reports during Board Meetings as well.

District Manager – Ms. Walden stated the Board meeting are going back to the third Tuesday of the month, so the next meeting is January 17, 2023.

Ms. Walden noted District staff received a proposal from Berman to do pressure washing of monuments and walls for \$550.00. District staff went back to them with revisions so that quote could increase slightly. Ms. Walden stated the Board can authorize the Chair to approve with a not to exceed amount or wait until the proposal comes back next month. Another option would be to go out to bid like the sister Districts are doing to obtain additional proposals. The Board agreed to go out to bid with its sister Districts.

District Engineer – Mr. Newton reviewed the Construction Status Memorandum (Minutes Exhibit A). He stated Segment F, which is running hand in hand with the Poitras East CDD Master Infrastructure Phase 1C project, isn't expected to be completed until toward the end of the first quarter of next year. They do have all the underground in, and the road base is down.

Construction Supervisor – No report.

Landscape Supervisor – No report.

Irrigation Supervisor – No report.

TWELFTH ORDER OF BUSINESS

Supervisor Requests

There were no Supervisor requests.

THIRTEENTH ORDER OF BUSINESS

Adjournment

On motion by Ms. Salvo, seconded by Mr. Ventura, with all in favor, the December 13, 2022, Meeting of the Board of Supervisors for the Midtown Improvement District was adjourned.

Secretary/Assistant Secretary

Chair/Vice Chair



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

MEMORANDUM

DATE: December 13, 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: The Contractor has completed installation of the storm drainage, reclaimed water mains, potable water mains, sanitary sewer, and electrical conduit and pull box/manhole systems and road base on Centerline Segment F. No work has commenced on the Centerline Segment E electrical conduits change order pending grant of easement from City of Orlando to OUC through the City Park tract.

SURVEYORS

Change Order (C.O.) Status: None

Recommended Motion: None



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

Thank you.

End of memorandum.

c: Larry Kaufmann
Matt McDermott
Chris Wilson
Dan Young
Tarek Fahmy

2200 Park Ave. North

Winter Park, FL

32789-2355

Fax 407-644-8318

407-644-4068

Midtown Improvement District

Pressure Washing Proposal from Berman

WORK AUTHORIZATION FOR MAINTENANCE SERVICES

This Work Authorization (the "Work Authorization"), dated December 15, 2022, 2021, authorizes certain work in accordance with that certain *AGREEMENT BETWEEN THE MIDTOWN IMPROVEMENT DISTRICT AND BERMAN CONSTRUCTION, LLC FOR GENERAL MAINTENANCE SERVICES* (the "Agreement"), dated August 17, 2022, 2021, by and between:

Midtown Improvement District, a local unit of special-purpose government established pursuant to Chapter 190, *Florida Statutes*, being situated in the City of Orlando, Florida, and whose mailing address is 12051 Corporate Boulevard, Orlando, Florida 32817 (the "District"); and

Berman Construction, LLC, a Florida limited liability company, with a mailing address of 9801 Lake Nona Club Drive, Orlando, Florida 32827 (hereinafter "Contractor", together with District the "Parties").

Section 1. Scope of Services. Contractor shall provide pressure washing maintenance services, as set forth in the attached **Exhibit A**, which is incorporated herein by reference, all in accordance with the terms of the Agreement (collectively, the "Services").

Section 2. Compensation and Term. It is understood and agreed that the payment of compensation for the Services under this Work Authorization shall be in the amount and for the term set forth in the attached **Exhibit A**, and in the manner set forth in the Agreement.

Section 3. Acceptance. Acceptance of this Work Authorization will authorize the Contractor to complete the Services as outlined above and is indicated by the signature of the authorized representative of the District and the Contractor in the spaces provided below. Contractor shall commence the aforesaid Services as provided herein and shall perform the same in accordance with the terms and conditions of the Agreement, which, except to the extent expressly altered or changed in this Work Authorization, remain in full force and effect.

IN WITNESS WHEREOF, the Parties hereto have caused this Work Authorization to be executed the day and year first above written.

Jennifer L. Walden
Secretary

Witness

MIDTOWN IMPROVEMENT DISTRICT

Richard Levey

By: Richard Levey
Its: Chairman

BERMAN CONSTRUCTION, LLC

Katie Harmer

By: _____
Its: _____

Exhibit A: Proposal/Scope of Services



BERMAN

Date of proposal: December 15, 2022
Client: Midtown Improvement District
Project: Pressure Washing
Scope: Pressure washing monuments

Berman proposes the following scope of work and specifications:

A. Pressure washing monuments and ribbon wall – Supply all materials, equipment, and labor to pressure wash the 4 monuments (2 on Tavistock Lakes Blvd near Benavente, 2 on Laureate Blvd near Hitchings).

Total Project Costs \$ 440.00

Estimated Time of Completion- Work will be completed in the most expedient time frame possible.

Payment Schedule: Upon Completion

Additional Notes:

Berman Construction State of Florida CGC # 1518721

All labor work is guaranteed for 1 year. Any work defects due to poor craftsmanship will be repaired at contractor's expense. Any defect or poor craftsmanship of an installed product will be subject to manufacturer's warranty. If any dispute arises as a result of this contract, then parties agree to seek binding arbitration as outlined by State of FL contracting policies. Berman Property Maintenance & Construction/ Berman Construction LLC is not responsible for damage to personal property as a result of accepted construction practices and such was not caused from negligent behavior or practices.

Revision and Approval Policy: Please contact our office upon receipt and approval of this contract, and any questions you might have. Due to availability and cost of material at this time, this proposal is only valid for 14 days, starting on the date of the proposal. Should you accept the terms outlined above please sign below and return. We can then schedule your services at that time. This proposal will become binding once executed by both parties.

Agent for owner (print name and signature)

Berman Property Maintenance & Construction
By, Katie Harmer, Vice President

Midtown Improvement District

Payment Authorizations Nos. 61 – 71

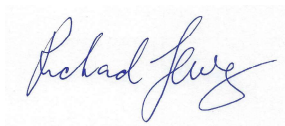
MIDTOWN IMPROVEMENT DISTRICT

Payment Authorization #061

12/2/2022

Item No.	Payee	Invoice Number	General Fund	Fiscal Year
1	Berman Construction			
	Holiday Décor Installation	32553	\$ 400.00	FY 2023
	December Administrator & Irrigation Specialist	32759	\$ 1,139.99	FY 2023
2	Kutak Rock			
	General Counsel Through 10/31/2022	3140894	\$ 1,137.00	FY 2023
3	Orlando Sentinel			
	Legal Advertising on 11/08/2022 (Ad: 7320691)	OSC63418856	\$ 238.25	FY 2023
4	PFM Group Consulting			
	Billable Expenses	122389	\$ 793.75	FY 2022
	DM Fee: November 2022	DM-11-2022-30	\$ 2,916.67	FY 2023

TOTAL \$ 6,625.66



793.75	FY 2022
5,831.91	FY 2023

Chairperson

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

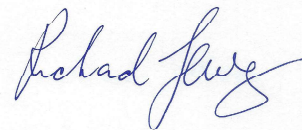
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 By Amanda Lane at 9:17 am, Dec 07, 2022

MIDTOWN IMPROVEMENT DISTRICT

Payment Authorization #062

12/9/2022

Item No.	Payee	Invoice Number	General Fund
1	Boggy Creek Improvement District November ICM Expenses	ICM2023-02	\$ 2,908.09
2	BrightView Landscape Services December Landscaping	8181368	\$ 5,554.98
3	Cepra Landscape December Section 1 Landscaping December Section 3 Landscaping	ORL3691 ORL3692	\$ 1,722.25 \$ 1,428.59
4	OUC Acct: 5032993173 ; Service 11/01/2022 - 12/01/2022	--	\$ 3,135.42
5	PFM Group Consulting DM Fee: December 2022	DM-12-2022-30	\$ 2,916.67
TOTAL			\$ 17,666.00



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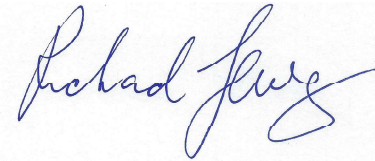
RECEIVED
By Amanda Lane at 1:42 pm, Dec 12, 2022

MIDTOWN IMPROVEMENT DISTRICT

Payment Authorization #063

12/16/2022

Item No.	Payee	Invoice Number	General Fund
1	BrightView Landscape Services		
	October Irrigation Inspection Timer 18	8156906	\$ 498.67
	October Irrigation Inspection Timer 19	8156907	\$ 450.60
2	Supervisor Fees - 12/13/2022 Meeting		
	Richard Levey	--	\$ 200.00
TOTAL			\$ 1,149.27



Chairperson

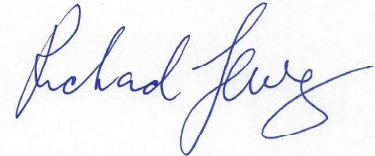
MIDTOWN IMPROVEMENT DISTRICT

Payment Authorization #064

12/23/2022

Item No.	Payee	Invoice Number	General Fund
1	BrightView Landscape Services Irrigation Inspection Timer 18	8214207	\$ 426.53
2	Donald W McIntosh Associates Engineering Services Through 12/02/2022	43564	\$ 125.00
3	HTFL Live Oak Tree Replacement	10390	\$ 5,000.00
4	Kutak Rock General Counsel Through 11/30/2022	3155751	\$ 478.00
5	Orlando Sentinel Legal Advertising on 12/05/2022 (Ad: 7334789)	OSC64876770	\$ 245.75

TOTAL \$ 6,275.28



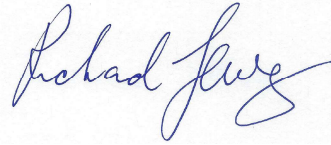
Chairperson

MIDTOWN IMPROVEMENT DISTRICT

Payment Authorization #065

12/30/2022

Item No.	Payee	Invoice Number	General Fund
1	BrightView Landscape Services		
	Irrigation Inspection Timer 18	8211137	\$ 180.01
	Irrigation Inspection Timer 19	8211138	\$ 285.01
TOTAL			\$ 465.02



Chairperson

Midtown Improvement District
c/o PFM Group Consulting
3501 Quadrangle Boulevard, Ste. 270
Orlando, FL 32817
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By Amanda Lane at 1:59 pm, Jan 05, 2023

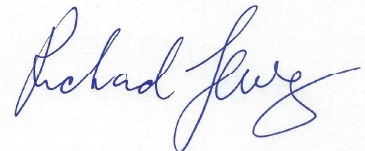
MIDTOWN IMPROVEMENT DISTRICT

Payment Authorization #066

1/6/2023

Item No.	Payee	Invoice Number	General Fund
1	Berman Construction January Administrator & Irrigation Specialist	33521	\$ 1,139.99
2	Boggy Creek Improvement District December ICM Expenses	ICM2023-03	\$ 2,905.57
3	BrightView Landscape Services October Irrigation Inspection Timer 19 January Landscaping	8214208 8221817	\$ 198.52 \$ 5,554.98
4	Cepra Landscape January Section 1 Landscaping January Section 3 Landscaping	O-S3876 O-S3877	\$ 1,722.25 \$ 1,428.59
5	OUC Acct: 5032993173 ; Service 12/01/2022 - 01/03/2023	--	\$ 3,166.67
6	PFM Group Consulting December Billable Expenses DM Fee: January 2023	123529 DM-01-2023-30	\$ 32.13 \$ 2,916.67
7	VGlobalTech October Website Maintenance November Website Maintenance December Website Maintenance	4351 4429 4516	\$ 160.00 \$ 160.00 \$ 160.00

TOTAL \$ 19,545.37



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 10:10 am, Jan 09, 2023

MIDTOWN IMPROVEMENT DISTRICT

Payment Authorization #067

1/13/2023

Item No.	Payee	Invoice Number	General Fund
1	Cepira Landscape December Section 3 Irrigation Repairs	O-S3839	\$ 898.00
TOTAL			\$ 898.00



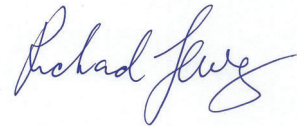
Chairperson

MIDTOWN IMPROVEMENT DISTRICT

Payment Authorization #068

1/20/2023

Item No.	Payee	Invoice Number	General Fund
1	Donald W McIntosh Associates Engineering Services Through 12/30/2022	43672	\$ 250.00
TOTAL			\$ 250.00



Chairperson

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c/o PFM Group Consulting
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RECEIVED
By Amanda Lane at 3:04 pm, Jan 23, 2023

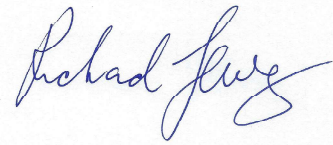
MIDTOWN IMPROVEMENT DISTRICT

Payment Authorization #069

1/25/2023

Item No.	Payee	Invoice Number	General Fund
1	Orlando Sentinel Legal Advertising on 01/09/2023 (Ad: 7348601)	OSC66691814	\$ 249.50

TOTAL \$ 249.50



Chairperson

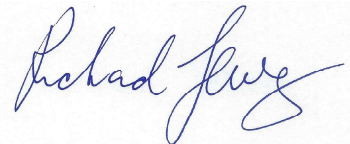
MIDTOWN IMPROVEMENT DISTRICT

Payment Authorization #070

2/3/2023

Item No.	Payee	Invoice Number	General Fund
1	Berman Construction February Administrator & Irrigation Specialist	34291	\$ 1,139.99
2	BrightView Landscape Services February Landscaping	8259106	\$ 5,554.98
3	Cepra Landscape February Section 1 Landscaping February Section 3 Landscaping	O-S3969 O-S3970	\$ 1,722.25 \$ 1,428.59
4	Kutak Rock General Counsel Through 12/31/2022	3170004	\$ 735.12
5	OUC Acct: 5032993173 ; Service 01/03/2023 - 02/01/2023	--	\$ 3,257.80
6	VGlobalTech January Website Maintenance	4647	\$ 160.00

TOTAL \$ 13,998.73



Chairperson

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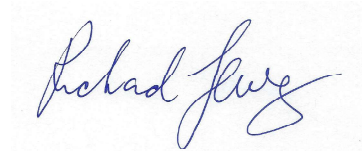
By Amanda Lane at 11:53 am, Feb 06, 2023

MIDTOWN IMPROVEMENT DISTRICT

Payment Authorization #071

2/10/2023

Item No.	Payee	Invoice Number	General Fund
1	Boggy Creek Improvement District January ICM Expenses	ICM2023-04	\$ 3,213.14
2	BrightView Landscape Services Irrigation Repairs	8284140	\$ 22.93
3	Cepra Landscape Section 1 Doisy Controller MI Repairs	O-S4014	\$ 980.00
4	PFM Group Consulting DM Fee: February 2023	DM-02-2023-30	\$ 2,916.67
TOTAL			\$ 7,132.74



Chairperson

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

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By Amanda Lane at 8:47 am, Feb 10, 2023

Midtown Improvement District

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

Midtown Improvement District

District's Financials

Midtown Improvement District
Statement of Financial Position
As of 1/31/2023

	General Fund	Capital Projects Fund	Total
<u>Assets</u>			
<u>Current Assets</u>			
General Checking Account	\$383,244.48		\$383,244.48
Infrastructure Capital Reserve	8,436.38		8,436.38
Interchange Maintenance Reserve	1,195.80		1,195.80
Accounts Receivable - Due from Developer		\$2,668.53	2,668.53
Due From Other Funds		328,625.91	328,625.91
Total Current Assets	\$392,876.66	\$331,294.44	\$724,171.10
Total Assets	\$392,876.66	\$331,294.44	\$724,171.10
<u>Liabilities and Net Assets</u>			
<u>Current Liabilities</u>			
Accounts Payable	\$14,870.63		\$14,870.63
Due To Other Funds	328,625.91		328,625.91
Due To Other Governmental Units	6,118.71		6,118.71
Accounts Payable		\$331,294.44	331,294.44
Deferred Revenue		2,668.53	2,668.53
Total Current Liabilities	\$349,615.25	\$333,962.97	\$683,578.22
Total Liabilities	\$349,615.25	\$333,962.97	\$683,578.22
<u>Net Assets</u>			
Net Assets - General Government	\$16,331.73		\$16,331.73
Current Year Net Assets - General Government	26,929.68		26,929.68
Net Assets, Unrestricted		(\$8,081.76)	(8,081.76)
Current Year Net Assets, Unrestricted		5,413.23	5,413.23
Total Net Assets	\$43,261.41	(\$2,668.53)	\$40,592.88
Total Liabilities and Net Assets	\$392,876.66	\$331,294.44	\$724,171.10

Midtown Improvement District
Statement of Activities
As of 1/31/2023

	General Fund	Capital Projects Fund	Total
<u>Revenues</u>			
Developer Contributions	\$124,880.62		\$124,880.62
Developer Contributions		\$410,738.78	410,738.78
Total Revenues	\$124,880.62	\$410,738.78	\$535,619.40
<u>Expenses</u>			
Supervisor Fees	\$200.00		\$200.00
Public Officials' Liability Insurance	2,419.00		2,419.00
Management	11,666.68		11,666.68
Engineering	375.00		375.00
District Counsel	1,615.00		1,615.00
Legal Advertising	983.00		983.00
Miscellaneous	300.00		300.00
Meeting Room	32.13		32.13
Web Site Maintenance	480.00		480.00
Holiday Decorations	400.00		400.00
Dues, Licenses, and Fees	175.00		175.00
Electric	173.35		173.35
Water Reclaimed	746.23		746.23
General Insurance	2,956.00		2,956.00
Property & Casualty	220.00		220.00
Irrigation	3,510.34		3,510.34
Landscaping Maintenance & Material	34,823.28		34,823.28
Flower & Plant Replacement	11,100.70		11,100.70
Contingency	757.09		757.09
IME - Aquatics Maintenance	400.76		400.76
IME - Irrigation	317.22		317.22
IME - Landscaping	11,016.24		11,016.24
IME - Lighting	84.06		84.06
IME - Water Reclaimed	62.77		62.77
Streetlights	8,586.14		8,586.14
Personnel Leasing Agreement	4,559.96		4,559.96
Engineering		\$12,680.34	12,680.34
Legal Advertising		206.20	206.20
Contingency		392,439.01	392,439.01
Total Expenses	\$97,959.95	\$405,325.55	\$503,285.50
<u>Other Revenues (Expenses) & Gains (Losses)</u>			
Interest Income	\$9.01		\$9.01
Total Other Revenues (Expenses) & Gains (Losses)	\$9.01	\$0.00	\$9.01
Change In Net Assets	\$26,929.68	\$5,413.23	\$32,342.91
Net Assets At Beginning Of Year	\$16,331.73	(\$8,081.76)	\$8,249.97
Net Assets At End Of Year	\$43,261.41	(\$2,668.53)	\$40,592.88

Midtown Improvement District
 Budget to Actual
 For the Month Ending 01/31/2023

	Actual	Budget	Variance	FY 2023 Adopted Budget	Percentage Spent
Revenues					
Developer Contributions	\$ 124,880.62	\$ 166,507.49	\$ (41,626.87)	\$ 499,522.46	25.00%
Net Revenues	\$ 124,880.62	\$ 166,507.49	\$ (41,626.87)	\$ 499,522.46	25.00%
General & Administrative Expenses					
Legislative					
Supervisor Fees	\$ 200.00	\$ 1,600.00	\$ (1,400.00)	\$ 4,800.00	4.17%
Financial & Administrative					
Public Officials' Liability Insurance	2,419.00	900.00	1,519.00	2,700.00	89.59%
Trustee Services	-	2,500.00	(2,500.00)	7,500.00	0.00%
Management	11,666.68	11,666.67	0.01	35,000.00	33.33%
Engineering	375.00	3,333.33	(2,958.33)	10,000.00	3.75%
Dissemination Agent	-	1,666.67	(1,666.67)	5,000.00	0.00%
Property Appraiser	-	666.67	(666.67)	2,000.00	0.00%
District Counsel	1,615.00	10,000.00	(8,385.00)	30,000.00	5.38%
Assessment Administration	-	2,500.00	(2,500.00)	7,500.00	0.00%
Reamortization Schedules	-	83.33	(83.33)	250.00	0.00%
Audit	-	2,000.00	(2,000.00)	6,000.00	0.00%
Arbitrage Calculation	-	166.67	(166.67)	500.00	0.00%
Travel and Per Diem	-	100.00	(100.00)	300.00	0.00%
Telephone	-	8.33	(8.33)	25.00	0.00%
Postage & Shipping	-	333.33	(333.33)	1,000.00	0.00%
Copies	-	500.00	(500.00)	1,500.00	0.00%
Legal Advertising	983.00	2,500.00	(1,517.00)	7,500.00	13.11%
Bank Fees	-	120.00	(120.00)	360.00	0.00%
Miscellaneous	300.00	1,666.69	(1,366.69)	5,000.00	6.00%
Meeting Room	32.13	133.33	(101.20)	400.00	8.03%
Office Supplies	-	83.33	(83.33)	250.00	0.00%
Property Taxes	-	333.33	(333.33)	1,000.00	0.00%
Web Site Maintenance	480.00	1,083.33	(603.33)	3,250.00	14.77%
Holiday Decorations	400.00	666.67	(266.67)	2,000.00	20.00%
Dues, Licenses, and Fees	175.00	83.33	91.67	250.00	70.00%
Total General & Administrative Expenses	\$ 18,645.81	\$ 44,695.01	\$ (26,049.20)	\$ 134,085.00	13.91%

Midtown Improvement District
 Budget to Actual
 For the Month Ending 01/31/2023

	Actual	Budget	Variance	FY 2023 Adopted Budget	Percentage Spent
<u>Field Operations</u>					
Electric Utility Services					
Electric	\$ 173.35	\$ 1,520.00	\$ (1,346.65)	\$ 4,560.00	3.80%
Water-Sewer Combination Services					
Water Reclaimed	746.23	6,333.33	(5,587.10)	19,000.00	3.93%
Other Physical Environment					
General Insurance	2,956.00	1,100.00	1,856.00	3,300.00	89.58%
Property & Casualty Insurance	220.00	83.33	136.67	250.00	88.00%
Other Insurance	-	33.33	(33.33)	100.00	0.00%
Irrigation Repairs	3,510.34	6,966.67	(3,456.33)	20,900.00	16.80%
Landscaping Maintenance & Material	34,823.28	58,771.67	(23,948.39)	176,315.00	19.75%
Tree Trimming	-	2,533.33	(2,533.33)	7,600.00	0.00%
Flower & Plant Replacement	11,100.70	5,066.67	6,034.03	15,200.00	73.03%
Contingency	757.09	3,000.00	(2,242.91)	9,000.00	8.41%
Pest Control	-	400.00	(400.00)	1,200.00	0.00%
Interchange Maintenance Expenses					
IME - Aquatics Maintenance	400.76	424.00	(23.24)	1,272.00	31.51%
IME - Irrigation Repairs	317.22	400.00	(82.78)	1,200.00	26.44%
IME - Landscaping	11,016.24	11,016.24	-	33,048.72	33.33%
IME - Landscape Improvements	-	1,600.00	(1,600.00)	4,800.00	0.00%
IME - Lighting	84.06	160.00	(75.94)	480.00	17.51%
IME - Miscellaneous	-	800.00	(800.00)	2,400.00	0.00%
IME - Water Reclaimed	62.77	200.00	(137.23)	600.00	10.46%
Road & Street Facilities					
Entry and Wall Maintenance	-	380.00	(380.00)	1,140.00	0.00%
Hardscape Maintenance	-	500.00	(500.00)	1,500.00	0.00%
Streetlights	8,586.14	12,500.00	(3,913.86)	37,500.00	22.90%
Accent Lighting	-	253.33	(253.33)	760.00	0.00%
Parks & Recreation					
Personnel Leasing Agreement	4,559.96	4,560.00	(0.04)	13,680.00	33.33%
Reserves					
Infrastructure Capital Reserve	-	2,812.00	(2,812.00)	8,436.00	0.00%
Interchange Maintenance Reserve	-	398.58	(398.58)	1,195.73	0.00%
Total Field Operations Expenses	\$ 79,314.14	\$ 121,812.48	\$ (42,498.34)	\$ 365,437.46	21.70%
Total Expenses	\$ 97,959.95	\$ 166,507.49	\$ (68,547.54)	\$ 499,522.46	19.61%
Income (Loss) from Operations	\$ 26,920.67	\$ -	\$ 26,920.67	\$ -	
<u>Other Income (Expense)</u>					
Interest Income	\$ 9.01	\$ -	\$ 9.01	\$ -	
Total Other Income (Expense)	\$ 9.01	\$ -	\$ 9.01	\$ -	
Net Income (Loss)	\$ 26,929.68	\$ -	\$ 26,929.68	\$ -	