

Midtown Improvement District

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

<https://midtownid.com>

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 21, 2026, at 6900 Tavistock Lakes Blvd., Ste. 200, 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: pfmcd.webex.com Participant Code: 2531 126 0013#

AUDITOR SELECTION COMMITTEE MEETING AGENDA

- Roll Call to Confirm Quorum
- Public Comment Period
- Review and Approval of Audit Documents
 - Audit RFP Notice
 - Instructions to Proposers
 - Evaluation Criteria – with and without price
- Adjournment

BOARD OF SUPERVISORS’ MEETING AGENDA

Organizational Matters

- Roll Call to Confirm Quorum
- Public Comment Period
- 1. **Consideration of the Minutes of the March 10, 2026, Board of Supervisors’ Meeting**
- 2. **Letter from Supervisor of Elections – Orange County** (*provided under separate cover*)
- 3. **Consideration of Resolution 2026-02, Designating a Date, Time and Location for the 2026 Landowners’ Meeting** [*suggested date of November 3, 2026*]

Business Matters

4. **Consideration of Proposals for Trail Repairs** (*provided under separate cover*)
5. **Review of Fiscal Year 2027 Operations & Maintenance Budget**
6. **Ratification of Operation and Maintenance Expenditures Paid in March 2026 in an amount totaling \$53,127.78**
7. **Recommendation of Work Authorizations/Proposed Services** (*if applicable*)
8. **Review of District Financials**

Other Business

- A. Staff Reports
 - a) District Counsel

- b) District Manager
 - c) District Engineer
 - d) Construction Supervisor
 - e) Landscape Supervisor
 - f) Irrigation Supervisor
- B. Supervisor Requests

Adjournment



Midtown Improvement District

Auditor Selection Committee



Midtown Improvement District

Audit Documents

**MIDTOWN IMPROVEMENT DISTRICT
REQUEST FOR PROPOSALS FOR ANNUAL AUDIT SERVICES**

The Midtown Improvement District hereby requests proposals for annual financial auditing services. The proposal must provide for the auditing of the District's financial records for the fiscal year ending September 30, 2026, with an option for four (4) additional annual renewals. The District is a local unit of special-purpose government created under Chapter 190, Florida Statutes, for the purpose of financing, constructing, and maintaining public infrastructure. The District is located in Orange County and has an operating budget of approximately \$539,410.95. The final contract will require that, among other things, the audit for Fiscal Year 2026 be completed no later than June 1, 2027.

Each auditing entity submitting a proposal must be authorized to do business in Florida; hold all applicable state and federal professional licenses in good standing, including but not limited to a license under Chapter 473, Florida Statutes; and be qualified to conduct audits in accordance with "Government Auditing Standards," as adopted by the Florida Board of Accountancy. Audits shall be conducted in accordance with Florida law and particularly Section 218.39, Florida Statutes, and the rules of the Florida Auditor General.

Proposal packages, which include additional qualification requirements, evaluation criteria and instructions to proposers, are available from the District Manager at the address and telephone number listed below.

Proposers must provide two (2) hard copies of their proposal and one (1) electronic copy (CD or flash drive) to Jennifer Walden, District Manager, located at 3501 Quadrangle Boulevard, Suite 270, Orlando, Florida 32817, in an envelope marked on the outside "Auditing Services – Midtown Improvement District." Proposals must be received by _____, 2026, at __:00 a/p.m., at the office of the District Manager. Please direct all questions regarding this Request for Proposals to the District Manager, who can be reached at (407) 723-5900.

Any protest regarding the terms of this Notice, or the proposal packages on file with the District Manager, must be filed in writing at the offices of the District Manager within seventy-two (72) calendar hours (excluding weekends) after publication of this Notice. The formal protest setting forth with particularity the facts and law upon which the protest is based shall be filed within seven (7) calendar days after the initial notice of protest was filed. Failure to timely file a notice of protest or failure to timely file a formal written protest shall constitute a waiver of any right to object or protest with respect to aforesaid Notice or proposal package provisions.

Midtown Improvement District
Jennifer Walden, District Manager

RUN DATE: 5.1.26

**MIDTOWN IMPROVEMENT DISTRICT
REQUEST FOR PROPOSALS**

**District Auditing Services for Fiscal Year 2025
Orange County, Florida**

INSTRUCTIONS TO PROPOSERS

SECTION 1. DUE DATE. Sealed proposals must be received no later than _____, 2026, at __:00 a/p.m., at the offices of the District Manager, PFM Management Services LLC, located at 3501 Quadrangle Boulevard, Suite 270, Orlando, Florida 32817.

SECTION 2. FAMILIARITY WITH THE LAW. By submitting a proposal, the Proposer is assumed to be familiar with all federal, state, and local laws, ordinances, rules and regulations that in any manner affect the work. Ignorance on the part of the Proposer will in no way relieve it from responsibility to perform the work covered by the proposal in compliance with all such laws, ordinances and regulations.

SECTION 3. QUALIFICATIONS OF PROPOSER. The contract, if awarded, will only be awarded to a responsible Proposer who is qualified by experience and licensing to do the work specified herein. The Proposer shall submit with its proposal satisfactory evidence of experience in similar work and show that it is fully prepared to complete the work to the satisfaction of the District.

SECTION 4. SUBMISSION OF ONLY ONE PROPOSAL. Proposers shall be disqualified and their proposals rejected if the District has reason to believe that collusion may exist among the Proposers, the Proposer has defaulted on any previous contract or is in arrears on any previous or existing contract, or for failure to demonstrate proper licensure and business organization.

SECTION 5. SUBMISSION OF PROPOSAL. Each Proposer shall submit two (2) hard copies and one (1) electronic copy of the Proposal Documents (defined below), and other requested attachments at the time and place indicated herein, which shall be enclosed in an opaque sealed envelope, marked with the title "Auditing Services – Midtown Improvement District" on the face of it.

SECTION 6. MODIFICATION AND WITHDRAWAL. Proposals may be modified or withdrawn by an appropriate document duly executed and delivered to the place where proposals are to be submitted at any time prior to the time and date the proposals are due. No proposal may be withdrawn after opening for a period of ninety (90) days.

SECTION 7. PROPOSAL DOCUMENTS. The proposal documents shall consist of the notice announcing the request for proposals, these instructions, the evaluation criteria and a proposal with all required documentation pursuant to Section 12 of these instructions (the "Proposal Documents").

SECTION 8. PROPOSAL. In making its proposal, each Proposer represents that it has read and understands the Proposal Documents and that the proposal is made in accordance therewith.

SECTION 9. BASIS OF AWARD/RIGHT TO REJECT. The District reserves the right to reject any and all proposals, make modifications to the work, and waive any informalities or irregularities in proposals as it is deemed in the best interests of the District.

SECTION 10. CONTRACT AWARD. Within fourteen (14) days of receipt of the Notice of Award from the District, the Proposer shall enter into and execute a contract or engagement letter with the District.

SECTION 11. LIMITATION OF LIABILITY. Nothing herein shall be construed as or constitute a waiver of District's limited waiver of liability contained in section 768.28, Florida Statutes, or any other statute or law.

SECTION 12. CONTENTS OF PROPOSALS. All proposals shall include the following information in addition to any other requirements of the Proposal Documents.

- A.** List position or title of all personnel to perform work on the District audit. Include resumes for each person listed; list years of experience in present position for each party listed and years of related experience.
- B.** Describe proposed staffing levels, including resumes with applicable certifications.
- C.** Provide three (3) references from projects of similar size and scope. The Proposer should include information relating to the work it conducted for each reference as well as a name, address and phone number of a contact person. Identify any work previously conducted for other community development districts.
- D.** The lump sum cost of the provision of the services under the proposal, plus the cost of four (4) annual renewals.

SECTION 13. PROTESTS. In accordance with the District's Rules of Procedure, any protest regarding the Proposal Documents, must be filed in writing, at the offices of the District Manager, within seventy-two (72) hours after the receipt of the proposed contract documents. The formal protest setting forth with particularity the facts and law upon which the protest is based shall be filed within seven (7) calendar days after the initial notice of protest was filed. Failure to timely file a notice of protest or failure to timely file a formal written protest shall constitute a waiver of any right to object or protest with respect to aforesaid contract award.

SECTION 14. EVALUATION OF PROPOSALS. The criteria to be used in the evaluation of proposals are presented in the evaluation criteria, contained within the Proposal Documents.



Midtown Improvement District

**Minutes of the March 10, 2026,
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, March 10, 2026, at 3:30 p.m. at 6900 Tavistock Lakes Blvd., Ste. 200, Orlando, FL 32827.

Present:

Richard Levey	Chair
Rob Adams	Vice Chair
Brent Schademan	Assistant Secretary
Ron Domingue	Assistant Secretary
Damon Ventura	Assistant Secretary

Also Attending:

Jennifer Walden	PFM	
Lynne Mullins	PFM	(via phone)
Amanda Lane	PFM	(via phone)
Blake Firth	PFM	(via phone)
Tucker Mackie	Kutak Rock	(via phone)
Bob Schanck	Donald W. McIntosh Associates	
Will Stafford	Tavistock	
Carlos Negron	Berman	
Eddie Padua	Berman	
Pete Fussell	Berman	
Edgard Morales	Berman	

SECOND ORDER OF BUSINESS

Public Comment Period

Dr. Levey called for public comments and noted there were no public comments.

THIRD ORDER OF BUSINESS

**Consideration of the Minutes of the
February 17, 2026, Board of
Supervisors' Meeting**

The Board reviewed the minutes of the February 17, 2026, Board of Supervisors' Meeting.

On motion by Mr. Schademan, seconded by Mr. Adams, with all in favor, the Board of Supervisors for the Midtown Improvement District approved the Minutes of the February 17, 2026, Board of Supervisors' Meeting.

FOURTH ORDER OF BUSINESS

Consideration of Proposals for Trail Repairs

Mr. Padua gave an update that the request for proposals was sent to five vendors and two notated their interest to submit, however, they were not able to submit their proposal in time for today's meeting. These items will be brought to the Board at the April meeting. It was noted that these items are not critical.

FIFTH ORDER OF BUSINESS

Ratification of Operation and Maintenance Expenditures Paid in February 2026 in an amount totaling \$26,109.64

The Board reviewed O&M Expenditures paid in February 2026.

On motion by Mr. Adams, seconded by Mr. Schademan, with all in favor, the Board of Supervisors for the Midtown Improvement District ratified the Operation and Maintenance Expenditures paid in February 2026 in an amount totaling \$26,109.64.

SIXTH ORDER OF BUSINESS

Recommendation of Work Authorization/Proposed Services

Ms. Walden stated there were none.

SEVENTH ORDER OF BUSINESS

Review of District's Financials

Ms. Walden noted the financials are updated through the end of February. The District has spent approximately 25% of the adopted budget so far. No action is required.

EIGHTH ORDER OF BUSINESS

Staff Reports

District Counsel – No report.

District Manager – Ms. Walden noted the next meeting is scheduled for Tuesday, April 21, 2026.

District Engineer – No report.

Construction Supervisor – No report.

Landscape Supervisor – No report.

Irrigation Supervisor – No report.

NINTH ORDER OF BUSINESS

Supervisor Requests

There were no Supervisor requests.

TENTH ORDER OF BUSINESS

Adjournment

On motion by Mr. Schademan, seconded by Mr. Ventura with all in favor, the March 10, 2026, Meeting of the Board of Supervisors for the Midtown Improvement District was adjourned.

Secretary/Assistant Secretary

Chair/Vice Chair



Midtown Improvement District

Letter from Supervisor of Elections – Orange County
(provided under separate cover)



Midtown Improvement District

**Resolution 2026-02,
Designating a Date, Time, and Location for the 2026
Landowners' Election**
[suggested date of November 3, 2026]

RESOLUTION 2026-02

A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE MIDTOWN IMPROVEMENT DISTRICT DESIGNATING A DATE, TIME AND LOCATION FOR A LANDOWNERS’ MEETING AND ELECTION; PROVIDING FOR PUBLICATION; ESTABLISHING FORMS FOR THE LANDOWNER ELECTION; AND PROVIDING FOR SEVERABILITY AND AN EFFECTIVE DATE.

WHEREAS, the Midtown Improvement District (the “District”) is a local unit of special-purpose government created and existing pursuant to Chapter 190, *Florida Statutes*, being situated entirely within the City of Orlando, Florida; and

WHEREAS, pursuant to Section 190.006(1), *Florida Statutes*, the District’s Board of Supervisors (“Board”) “shall exercise the powers granted to the district pursuant to [Chapter 190, *Florida Statutes*],” and the Board shall consist of five members; and

WHEREAS, the District is statutorily required to hold a meeting of the landowners of the District for the purpose of electing Board Supervisors for the District on the first Tuesday in November, which shall be noticed pursuant to Section 190.006(2), *Florida Statutes*.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF SUPERVISORS OF THE MIDTOWN IMPROVEMENT DISTRICT:

1. **EXISTING BOARD SUPERVISORS; SEATS SUBJECT TO ELECTIONS.** The Board is currently made up of the following individuals:

<u>Seat Number</u>	<u>Supervisor</u>	<u>Term Expiration Date</u>
1	Richard Levey	11/2026
2	Damon Ventura	11/2026
3	Rob Adams	11/2028
4	Ron Domingue	11/2028
5	Brent Schademan	11/2026

This year, Seat 1, currently held by Richard Levey, Seat 2, currently held by Damon Ventura, and Seat 5, currently held by Brent Schademan, are subject to election by landowners in November 2026. The two candidates receiving the highest number of votes shall be elected for a term of four (4) years. The candidate receiving the next highest number of votes shall be elected for a term of two (2) years. The term of office for each successful candidate shall commence upon election.

2. **LANDOWNER’S ELECTION.** In accordance with Section 190.006(2), *Florida Statutes*, the meeting of the landowners to elect Board Supervisor(s) of the District shall be held on the 3rd day of November 2026, at 10:00 A.M., and located at 6900 Tavistock Lakes Blvd., Ste 200, Orlando, FL 32827.

3. **PUBLICATION.** The District’s Secretary is hereby directed to publish notice of the landowners’ meeting and election in accordance with the requirements of Section 190.006(2), *Florida Statutes*.

4. **FORMS.** Pursuant to Section 190.006(2)(b), *Florida Statutes*, the landowners’ meeting and election have been announced by the Board at its April 21, 2026, meeting. A sample notice of landowners’ meeting and election, proxy, ballot form and instructions were presented at such meeting and are attached hereto as **Exhibit A**. Such documents are available for review and copying during normal

business hours at the office of the District Manager, PFM Management Services LLC, located at 3501 Quadrangle Blvd., Suite 270, Orlando, Florida 32817.

5. **SEVERABILITY.** The invalidity or unenforceability of any one or more provisions of this Resolution shall not affect the validity or enforceability of the remaining portions of this Resolution, or any part thereof.

6. **EFFECTIVE DATE.** This Resolution shall become effective upon its passage.

PASSED AND ADOPTED THIS 21st DAY OF APRIL 2026.

ATTEST:

MIDTOWN IMPROVEMENT DISTRICT

SECRETARY / ASST. SECRETARY

CHAIRMAN / VICE CHAIRMAN

Composite Exhibit A:

Sample Notice of Landowners' Meeting and Election, Proxy, Ballot Form and Instructions

Composite Exhibit A

Sample Notice of Landowners' Meeting and Election, Proxy, Ballot Form and Instructions

NOTICE OF LANDOWNERS' MEETING AND ELECTION OF THE MIDTOWN IMPROVEMENT DISTRICT

Notice is hereby given to the public and all landowners within Midtown Improvement District (“**District**”) the location of which is generally described as comprising a parcel or parcels of land containing approximately 388.96 acres, generally located west of Narcoossee Road, north of the southernmost boundary of Orange County, east of Lake Nona Boulevard, and south of Nemours Parkway, advising that a meeting of landowners will be held for the purpose of electing three (3) persons to the District’s Board of Supervisors (“**Board**”, and individually, “**Supervisor**”). Immediately following the landowners’ meeting there will be convened a meeting of the Board for the purpose of considering certain matters of the Board to include election of certain District officers, and other such business which may properly come before the Board.

DATE: November 3, 2026
TIME: 10:00 A.M
PLACE: 6900 Tavistock Lakes Blvd., Ste 200
Orlando, FL 32827

Each landowner may vote in person or by written proxy. Proxy forms may be obtained upon request at the office of the District Manager, 3501 Quadrangle Blvd., Suite 270, Orlando, Florida 32817, Ph: (407) 723-5900 (“**District Manager’s Office**”). At said meeting each landowner or his or her proxy shall be entitled to nominate persons for the position of Supervisor and cast one vote per acre of land, or fractional portion thereof, owned by him or her and located within the District for each person to be elected to the position of Supervisor. A fraction of an acre shall be treated as one acre, entitling the landowner to one vote with respect thereto. Platted lots shall be counted individually and rounded up to the nearest whole acre. The acreage of platted lots shall not be aggregated for determining the number of voting units held by a landowner or a landowner’s proxy. At the landowners’ meeting, the landowners shall select a person to serve as the meeting chair and who shall conduct the meeting.

The landowners’ meeting and the Board meeting are open to the public and will be conducted in accordance with the provisions of Florida law. One or both of the meetings may be continued to a date, time, and place to be specified on the record at such meeting. A copy of the agenda for these meetings may be obtained from the District Manager’s Office. There may be an occasion where one or more supervisors will participate by telephone.

Any person requiring special accommodations to participate in these meetings is asked to contact the District Manager’s Office, at least 48 hours before the hearing. If you are hearing or speech impaired, please contact the Florida Relay Service by dialing 7-1-1, or 1-800-955-8771 (TTY) / 1-800-955-8770 (Voice), for aid in contacting the District Manager’s Office.

A person who decides to appeal any decision made by the Board with respect to any matter considered at the meeting is advised that such person will need a record of the proceedings and that accordingly, the person may need to ensure that a verbatim record of the proceedings is made, including the testimony and evidence upon which the appeal is to be based.

Jennifer Walden
District Manager
Run Date(s): _____ & _____

PUBLISH: ONCE A WEEK FOR 2 CONSECUTIVE WEEKS, THE LAST DAY OF PUBLICATION TO BE NOT FEWER THAN 14 DAYS OR MORE THAN 28 DAYS BEFORE THE DATE OF ELECTION, IN A NEWSPAPER WHICH IS IN GENERAL CIRCULATION IN THE AREA OF THE DISTRICT

**INSTRUCTIONS RELATING TO LANDOWNERS' MEETING OF
MIDTOWN IMPROVEMENT DISTRICT
FOR THE ELECTION OF SUPERVISORS**

DATE OF LANDOWNERS' MEETING: **Tuesday, November 3, 2026**

TIME: **10:00 A.M.**

LOCATION: **6900 Tavistock Lakes Blvd., Ste 200, Orlando, FL 32827**

Pursuant to Chapter 190, *Florida Statutes*, and after a Community Development District ("**District**") has been established and the landowners have held their initial election, there shall be a subsequent landowners' meeting for the purpose of electing members of the Board of Supervisors ("**Board**") every two years until the District qualifies to have its board members elected by the qualified electors of the District. The following instructions on how all landowners may participate in the election are intended to comply with Section 190.006(2)(b), *Florida Statutes*.

A landowner may vote in person at the landowners' meeting, or the landowner may nominate a proxy holder to vote at the meeting in place of the landowner. Whether in person or by proxy, each landowner shall be entitled to cast one vote per acre of land owned by him or her and located within the District, for each position on the Board that is open for election for the upcoming term. A fraction of an acre shall be treated as one (1) acre, entitling the landowner to one vote with respect thereto. For purposes of determining voting interests, platted lots shall be counted individually and rounded up to the nearest whole acre. Moreover, please note that a particular parcel of real property is entitled to only one vote for each eligible acre of land or fraction thereof; therefore, two or more people who own real property in common, that is one acre or less, are together entitled to only one vote for that real property.

At the landowners' meeting, the first step is to elect a chair for the meeting, who may be any person present at the meeting. The landowners shall also elect a secretary for the meeting who may be any person present at the meeting. The secretary shall be responsible for the minutes of the meeting. The chair shall conduct the nominations and the voting. If the chair is a landowner or proxy holder of a landowner, he or she may nominate candidates and make and second motions. Candidates must be nominated and then shall be elected by a vote of the landowners. Nominees may be elected only to a position on the Board that is open for election for the upcoming term.

This year, three (3) seats on the Board will be up for election by landowners. The two candidates receiving the highest number of votes shall be elected for a term of four (4) years. The candidate receiving the next highest number of votes shall be elected for a term of two (2) years. The term of office for each successful candidate shall commence upon election.

A proxy is available upon request. To be valid, each proxy must be signed by one of the legal owners of the property for which the vote is cast and must contain the typed or printed name of the individual who signed the proxy; the street address, legal description of the property or tax parcel identification number; and the number of authorized votes. If the proxy authorizes more than one vote, each property must be listed and the number of acres of each property must be included. The signature on a proxy does not need to be notarized.

**LANDOWNER PROXY
MIDTOWN IMPROVEMENT DISTRICT
CITY OF ORLANDO, FLORIDA
LANDOWNERS' MEETING – NOVEMBER 3, 2026**

KNOW ALL MEN BY THESE PRESENTS, that the undersigned, the fee simple owner of the lands described herein, hereby constitutes and appoints _____ (“Proxy Holder”) for and on behalf of the undersigned, to vote as proxy at the meeting of the landowners of Midtown Improvement District to be held at _____, on _____, 2026, at _____ .m. and at any adjournments thereof, according to the number of acres of unplatted land and/or platted lots owned by the undersigned landowner that the undersigned would be entitled to vote if then personally present, upon any question, proposition, or resolution or any other matter or thing that may be considered at said meeting including, but not limited to, the election of members of the Board of Supervisors. Said Proxy Holder may vote in accordance with his or her discretion on all matters not known or determined at the time of solicitation of this proxy, which may legally be considered at said meeting.

Any proxy heretofore given by the undersigned for said meeting is hereby revoked. This proxy is to continue in full force and effect from the date hereof until the conclusion of the landowners’ meeting and any adjournment or adjournments thereof, but may be revoked at any time by written notice of such revocation presented at the landowners’ meeting prior to the Proxy Holder’s exercising the voting rights conferred herein.

Printed Name of Legal Owner

Signature of Legal Owner

Date

<u>Parcel Description</u>	<u>Acreage</u>	<u>Authorized Votes</u>
_____	_____	_____
_____	_____	_____
_____	_____	_____

Total Number of Authorized Votes: _____

NOTES: Pursuant to Section 190.006(2)(b), *Florida Statutes* (2018), a fraction of an acre is treated as one (1) acre entitling the landowner to one vote with respect thereto. Moreover, two (2) or more persons who own real property in common that is one acre or less are together entitled to only one vote for that real property.

If the fee simple landowner is not an individual, and is instead a corporation, limited liability company, limited partnership or other entity, evidence that the individual signing on behalf of the entity has the authority to do so should be attached hereto (e.g., bylaws, corporate resolution, etc.).

OFFICIAL BALLOT
MIDTOWN IMPROVEMENT DISTRICT
CITY OF ORLANDO, FLORIDA
LANDOWNERS' MEETING – NOVEMBER 3, 2026

For Election (5 Supervisors): The two (2) candidates receiving the highest number of votes will each receive a four (4) year term, and the three (3) candidates receiving the next highest number of votes will each receive a two (2) year term, with the term of office for the successful candidates commencing upon election.

The undersigned certifies that he/she/it is the fee simple owner of land, or the proxy holder for the fee simple owner of land, located within the Midtown Improvement District and described as follows:

<u>Description</u>	<u>Acreage</u>
_____	_____
_____	_____
_____	_____

or

Attach Proxy.

I, _____, as Landowner, or as the proxy holder of _____, (Landowner) pursuant to the Landowner's Proxy attached hereto, do cast my votes as follows:

SEAT #	NAME OF CANDIDATE	NUMBER OF VOTES
1		
2		
5		

Date: _____

Signed: _____

Printed Name: _____



Midtown Improvement District

Proposals for Trail Repairs
(provided under separate cover)



Midtown Improvement District

Fiscal Year 2027 Operations & Maintenance Budget



Midtown Improvement District FY 2027 Proposed O&M Budget

	Actual Through 3/2026	Anticipated 4/2026 - 9/2026	Anticipated Total FY 2026	FY 2026 Adopted Budget	FY 2027 Proposed Budget
<u>Revenues</u>					
Developer Contributions	\$ 269,705.48	\$ 137,194.47	\$ 406,899.95	\$ 539,410.95	\$ 554,881.90
Net Revenues	\$ 269,705.48	\$ 137,194.47	\$ 406,899.95	\$ 539,410.95	\$ 554,881.90
<u>General & Administrative Expenses</u>					
Legislative					
Supervisor Fees	\$ 3,800.00	\$ 6,000.00	\$ 9,800.00	\$ 12,000.00	\$ 12,000.00
Financial & Administrative					
Public Officials' Liability Insurance	2,743.00	-	2,743.00	2,976.20	3,154.45
Trustee Services	-	-	-	7,500.00	7,500.00
Management	17,500.02	17,499.98	35,000.00	35,000.00	35,000.00
Engineering	1,911.38	8,749.98	10,661.36	17,500.00	17,500.00
Disclosure	-	-	-	5,000.00	5,000.00
Property Appraiser	-	-	-	500.00	500.00
District Counsel	4,550.14	15,000.00	19,550.14	30,000.00	30,000.00
Assessment Administration	-	-	-	7,500.00	7,500.00
Reamortization Schedules	-	-	-	250.00	250.00
Audit	5,400.00	-	5,400.00	5,400.00	6,000.00
Arbitrage Calculation	-	-	-	500.00	500.00
Tax Preparation	16.80	-	16.80	15.60	25.00
Travel and Per Diem	-	150.00	150.00	300.00	300.00
Telephone	-	-	-	25.00	25.00
Postage & Shipping	58.37	499.98	558.35	1,000.00	1,000.00
Copies	-	-	-	750.00	750.00
Legal Advertising	1,223.39	2,500.02	3,723.41	5,000.00	5,000.00
Bank Fees	-	48.00	48.00	48.00	48.00
Miscellaneous	-	5,000.00	5,000.00	5,000.00	5,000.00
Meeting Room	-	124.98	124.98	250.00	250.00
Office Supplies	-	135.00	135.00	270.00	270.00
Web Site Maintenance	1,320.00	1,920.00	3,240.00	3,240.00	3,240.00
Holiday Decorations	750.00	-	750.00	1,000.00	1,000.00
Dues, Licenses, and Fees	175.00	-	175.00	175.00	175.00
Total General & Administrative Expenses	\$ 39,448.10	\$ 57,627.94	\$ 97,076.04	\$ 141,199.80	\$ 141,987.45



Midtown Improvement District FY 2027 Proposed O&M Budget

	Actual Through 3/2026	Anticipated 4/2026 - 9/2026	Anticipated Total FY 2026	FY 2026 Adopted Budget	FY 2027 Proposed Budget
Field Operations					
Electric Utility Services					
Electric	\$ 253.06	\$ 253.08	\$ 506.14	\$ 3,000.00	\$ 3,000.00
Water-Sewer Combination Services					
Water Reclaimed	3,067.45	3,067.44	6,134.89	15,000.00	15,000.00
Other Physical Environment					
General Insurance	3,353.00	-	3,353.00	3,637.45	3,855.95
Property & Casualty Insurance	495.00	-	495.00	555.45	569.25
Other Insurance	500.00	-	500.00	1,500.00	575.00
Irrigation Repairs	8,198.00	8,197.98	16,395.98	45,000.00	45,000.00
Landscaping Maintenance & Material	68,230.50	68,230.50	136,461.00	160,000.00	140,586.00
Landscaping Improvements	-	-	-	-	10,000.00
Tree Trimming	-	4,750.02	4,750.02	9,500.00	9,500.00
Flower & Plant Replacement	-	7,600.02	7,600.02	15,200.00	15,200.00
Contingency	337.87	337.86	675.73	10,000.00	10,000.00
Pest Control	579.50	579.50	1,159.00	1,200.00	1,200.00
Interchange Maintenance Expenses					
IME - Aquatics Maintenance	601.14	601.14	1,202.28	1,272.00	1,272.00
IME - Irrigation Repairs	180.42	180.42	360.84	1,200.00	1,200.00
IME - Landscaping	17,287.20	17,287.20	34,574.40	35,174.52	35,174.52
IME - Lighting	119.50	119.52	239.02	480.00	480.00
IME - Miscellaneous	36.59	36.60	73.19	2,400.00	2,400.00
IME - Water Reclaimed	158.03	158.04	316.07	600.00	600.00
IME - Landscape Improvements	-	4,800.00	4,800.00	4,800.00	4,800.00
Trail Maintenance					
Trail Maintenance	-	20,000.00	20,000.00	20,000.00	20,000.00
Road & Street Facilities					
Entry and Wall Maintenance	1,550.00	1,549.98	3,099.98	1,140.00	4,000.00
Hardscape Maintenance	3,850.00	3,850.02	7,700.02	5,000.00	5,000.00
Streetlights	19,483.37	19,483.38	38,966.75	37,500.00	61,410.00
Accent Lighting	-	379.98	379.98	760.00	760.00
Parks & Recreation					
Personnel Leasing Agreement -	3,039.96	3,040.04	6,080.00	6,080.00	6,080.00
Personnel Leasing Agreement - Irrigation	3,799.98	3,800.02	7,600.00	7,600.00	7,600.00
Reserves					
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
Total Field Operations Expenses	\$ 135,120.57	\$ 177,934.47	\$ 313,055.04	\$ 398,231.15	\$ 414,894.45
Total Expenses	\$ 174,568.67	\$ 235,562.41	\$ 410,131.08	\$ 539,430.95	\$ 556,881.90
Income (Loss) from Operations	\$ 95,136.81	\$ (98,367.94)	\$ (3,231.13)	\$ (20.00)	\$ (2,000.00)
Other Income (Expense)					
Interest Income	\$ 1,615.57	\$ 1,615.56	\$ 3,231.13	\$ 20.00	\$ 2,000.00
Total Other Income (Expense)	\$ 1,615.57	\$ 1,615.56	\$ 3,231.13	\$ 20.00	\$ 2,000.00
Net Income (Loss)	\$ 96,752.38	\$ (96,752.38)	\$ -	\$ -	\$ -



Midtown Improvement District Budget Item Descriptions FY 2026 – 2027

Revenues

Developer Contribution

Funding from the Developer.

General & Administrative Expenses

Supervisor Fees

Chapter 190 of the Florida Statutes allows for a member of the Board of Supervisors to be compensated for meeting attendance and to receive up to \$200.00 per meeting plus payroll taxes. The amount for the Fiscal Year is based upon all supervisors attending the meetings.

Public Officials' Liability Insurance

Supervisors' and Officers' liability insurance.

Trustee Services

The Trustee submits invoices annually for services rendered on bond series. These fees are for maintaining the district trust accounts.

Management

The District receives Management and Administrative services as part of a Management Agreement with PFM Group Consulting, LLC. These services are further outlined in Exhibit "A" of the Management Agreement.

Engineering

The District's engineer provides general engineering services to the District. Among these services are attendance at and preparation for monthly board meetings, review of invoices, and all other engineering services as requested by the district throughout the year.

Disclosure

When bonds are issued for the District, the Bond Indenture requires continuing disclosure, which the District Manager provides to the trustee and bond holders.

Property Appraiser

Cost incurred for a copy of the annual parcel listing for parcels within the District from the county.



Midtown Improvement District Budget Item Descriptions FY 2026 – 2027

District Counsel

The District's legal counsel provides general legal services to the District. Among these services are attendance at and preparation for monthly board meetings, review of operating and maintenance contracts, and all other legal services as requested by the District throughout the year.

Assessment Administration

The District can levy a Non-Ad Valorem assessment on all the assessable property within the District in order to pay for the operating expenditures during the Fiscal Year. It is typically collected via the Tax Collector. The District Manager submits an Assessment Roll to the Tax Collector annually by the deadline set by the Tax Collector or Property Appraiser.

Reamortization Schedules

When debt is paid on a bond series, a new amortization schedule must be recalculated. This can occur up to four times per year per bond issue.

Audit

Chapter 218 of the Florida Statutes requires a District to conduct an annual financial audit by an Independent Certified Public Accounting firm. Some exceptions apply.

Arbitrage Calculation

To ensure the District's compliance with all tax regulations, annual computations are necessary to calculate an arbitrage rebate liability.

Tax Preparation

Annual fee to file Forms 1099 and 1096 with the Internal Revenue Service.

Travel and Per Diem

Travel to and from meetings as related to the District.

Telephone

Telephone and fax machine services.

Postage & Shipping

Mail, overnight deliveries, correspondence, etc.

Copies

Printing and binding Board agenda packages, letterhead, envelopes, and copies.



Midtown Improvement District Budget Item Descriptions FY 2026 – 2027

Legal Advertising

The District will incur expenditures related to legal advertising. The items for which the District will advertise include, but are not limited to, monthly meetings, special meetings, and public hearings for the District.

Bank Fees

Bank fees associated with the services the District uses with the bank (e.g. remote deposit capture, positive pay, wire transfers, ACH payments, monthly maintenance, etc.).

Miscellaneous

Other general & administrative expenses incurred throughout the year.

Meeting Room

Fee associated with renting a meeting room for monthly Board meetings.

Office Supplies

General office supplies associated with the District.

Web Site Maintenance

Website maintenance fee.

Holiday Decorations

District decorations for the holidays.

Dues, Licenses & Fees

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

Field Operations Expenses

Electric Utility Services

Electric

The District pays for electric meters used on District-owned roads.

Water-Sewer Combination Services

Water Reclaimed

Water used for irrigation



Midtown Improvement District Budget Item Descriptions FY 2026 – 2027

Other Physical Environment

General Insurance

General liability insurance.

Property & Casualty Insurance

Insurance to protect property and cover casualty.

Other Insurance

Insurance to protect the District not otherwise covered under D&O, General, or Property & Casualty.

Irrigation Repairs

Inspection and repair of irrigation system.

Landscaping Maintenance & Material

Contracted landscaping within the boundaries of the District.

Landscaping Improvements

Landscaping services not covered under contract which are within the boundaries of the District.

Tree Trimming

Trimming of trees on District property.

Flower & Plant Replacement

Purchase of materials and labor to replace flowers and plants within the District.

Contingency

Other Field Operations expenses incurred throughout the year.

Pest Control

Pest control services.

Interchange Maintenance Expenses

IME – Aquatics Maintenance

Pond maintenance as it relates to the Interchange. The District is responsible for only a portion of the cost. Boggy Creek Improvement District, Greenway Improvement District, and Myrtle Creek Improvement District each chip in for the remainder.



Midtown Improvement District Budget Item Descriptions FY 2026 – 2027

IME – Irrigation Repairs

Irrigation repairs as they relate to the Interchange. The District is responsible for only a portion of the cost. Boggy Creek Improvement District, Greenway Improvement District, and Myrtle Creek Improvement District each chip in for the remainder.

IME – Landscaping

Landscaping services as they relate to the Interchange. The District is responsible for only a portion of the cost. Boggy Creek Improvement District, Greenway Improvement District, and Myrtle Creek Improvement District each chip in for the remainder.

IME – Lighting

Lighting services as they relate to the Interchange. The District is responsible for only a portion of the cost. Boggy Creek Improvement District, Greenway Improvement District, and Myrtle Creek Improvement District each chip in for the remainder.

IME – Miscellaneous

Other interchange expenses as they relate to the Interchange. The District is responsible for only a portion of the cost. Boggy Creek Improvement District, Greenway Improvement District, and Myrtle Creek Improvement District each chip in for the remainder.

IME – Water Reclaimed

Water reclaimed services as they relate to the Interchange. The District is responsible for only a portion of the cost. Boggy Creek Improvement District, Greenway Improvement District, and Myrtle Creek Improvement District each chip in for the remainder.

IME – Landscape Improvements

Landscape improvement services as they relate to the Interchange. The District is responsible for only a portion of the cost. Boggy Creek Improvement District, Greenway Improvement District, and Myrtle Creek Improvement District each chip in for the remainder.

Trail Maintenance

Trail Maintenance

Maintenance of the trail within the District.

Road & Street Facilities

Entry and Wall Maintenance

Maintenance of entrance(s) and walls within the District.

Hardscape Maintenance

Purchase or maintenance of hard, yet “movable,” parts of landscape, such gravel, paving, and stones.



Midtown Improvement District
Budget Item Descriptions
FY 2026 – 2027

Streetlights

Streetlighting expenses within the District.

Accent Lighting

Accent lighting expenses within the District.

Parks & Recreation

Personnel Leasing Agreement – Administrator

The lease of outside personnel for administrative duties per signed agreement.

Personnel Leasing Agreement – Irrigation Specialist

The lease of outside personnel for irrigation duties per signed agreement.

Reserves

Infrastructure Capital Reserve

Funds reserved for infrastructure capital repairs/maintenance/replacement. These funds are kept in a separate bank account.

Interchange Maintenance Reserve

Funds reserved for interchange maintenance/repairs. These funds are kept in a separate bank account.

Other Income (Expense)

Interest Income

Income from interest earnings.



Midtown Improvement District

**Operation and Maintenance Expenditures Paid in
March 2026 in an amount totaling \$53,127.78**

MIDTOWN IMPROVEMENT DISTRICT

DISTRICT OFFICE • 3501 QUADRANGLE BLVD STE 270 • ORLANDO, FL 32817
PHONE: (407) 723-5900 • FAX: (407) 723-5901

Operation and Maintenance Expenditures For Board Approval

Attached please find the check register listing Operations and Maintenance expenditures paid from March 1, 2026 through March 31, 2026. This does not include expenditures previously approved by the Board.

The total items being presented: **\$53,127.78**

Approval of Expenditures:

____ Chairman

____ Vice Chairman

____ Assistant Secretary

Midtown Improvement District
 AP Check Register (Current by Bank)
 Check Dates: 3/1/2026 to 3/31/2026

Check No.	Date	Status*	Vendor ID	Payee Name	Amount
BANK ID: OM9019 - CITY NATIONAL BANK					001-101-0000-00-01
1602	03/06/26	P	BCID	Boggy Creek Improvement Distri	\$47.65
1603	03/06/26	P	BERMAN	Berman Construction	\$1,139.99
1604	03/06/26	P	CEPRA	Cepra Landscape	\$11,371.75
1605	03/06/26	P	DONMC	Donald W McIntosh Associates	\$2,478.90
1606	03/12/26	P	CEPRA	Cepra Landscape	\$2,414.50
1607	03/12/26	P	GRAU	Grau and Associates	\$5,400.00
1608	03/26/26	P	AVCON	AVCON	\$1,199.45
1609	03/26/26	P	BERMAN	Berman Construction	\$1,139.99
1610	03/26/26	P	BSCHAD	Brent Schademan	\$200.00
1611	03/26/26	P	CEPRA	Cepra Landscape	\$11,371.75
1612	03/26/26	P	DVENTU	Damon Ventura	\$200.00
1613	03/26/26	P	KUTAK	Kutak Rock	\$2,480.64
1614	03/26/26	P	PFMGC	PFM Group Consulting	\$2,991.10
1615	03/26/26	P	RADAMS	Rob Adams	\$200.00
1616	03/26/26	P	RDOMIN	Ron Domingue	\$200.00
1617	03/26/26	P	RLEVEY	Richard Levey	\$200.00
BANK OM9019 REGISTER TOTAL:					\$43,035.72
BANK ID: OM-ACH - CITY NATIONAL BANK - ACH & WIRES					001-101-0000-00-01
70055	03/12/26	M	BCID	Boggy Creek Improvement Distri	\$3,027.38
70056	03/12/26	M	VGLOBA	VGlobalTech	\$170.00
70057	03/16/26	M	BVLS	BrightView Landscape Services	\$5,884.00
70058	03/20/26	M	OUC	Orlando Utilities Commission	\$4,736.68
BANK OM-ACH REGISTER TOTAL:					\$13,818.06
GRAND TOTAL :					\$56,853.78

39,309.72	Check 1603-1604, 1606-1607, 1609-1617
47.65	FR 136 - Construction check 1602
2,478.90	FR 137 - Construction check 1605
1,199.45	FR 139 - Construction check 1608
170.00	PA 215 - VGlobalTech paid online
3,027.38	PA 215 - Feb. ICM paid to Boggy Creek
4,736.68	PA 215 - OUC paid online
5,884.00	PA 192 - BrightView paid online
56,853.78	Total cash spent
53,127.78	O&M cash spent

* Check Status Types: "P" - Printed ; "M" - Manual ; "V" - Void (Void Date) ; "A" - Application ; "E" - EFT
 ** Denotes broken check sequence.

Midtown Improvement District
 March 2026 AP Remittance Report

BANK:	OM9019	CHECK:	1602	AMOUNT:	\$47.65	DATE:	03/06/26	VEND ID:	BCID
Date	Invoice Number	Invoice Description				Discount Taken	Amount Paid		
01/31/26	OSC132234456	FR 136 - Ad: 7905125 split 5 w				\$0.00	\$47.65		
TOTALS:						\$0.00	\$47.65		
BANK:	OM9019	CHECK:	1603	AMOUNT:	\$1,139.99	DATE:	03/06/26	VEND ID:	BERMAN
Date	Invoice Number	Invoice Description				Discount Taken	Amount Paid		
02/01/26	94656	PA 212 - Feb. administrator se				\$0.00	\$506.66		
02/01/26	94656	PA 212 - Feb. irrigation speci				\$0.00	\$633.33		
TOTALS:						\$0.00	\$1,139.99		
BANK:	OM9019	CHECK:	1604	AMOUNT:	\$11,371.75	DATE:	03/06/26	VEND ID:	CEPRA
Date	Invoice Number	Invoice Description				Discount Taken	Amount Paid		
02/01/26	O-S9518	PA 212 - Feb. Sec. 2 landscapi				\$0.00	\$7,571.50		
02/01/26	O-S9518	PA 212 - Feb. Sec. 3 landscapi				\$0.00	\$1,850.75		
02/01/26	O-S9518	PA 212 - Feb. Sec. 1 landscapi				\$0.00	\$1,949.50		
TOTALS:						\$0.00	\$11,371.75		
BANK:	OM9019	CHECK:	1605	AMOUNT:	\$2,478.90	DATE:	03/06/26	VEND ID:	DONMC
Date	Invoice Number	Invoice Description				Discount Taken	Amount Paid		
02/20/26	48546	FR 137 - Centerline Drive - Se				\$0.00	\$2,015.15		
02/20/26	48548	FR 137 - Constr. eng. srvs. th				\$0.00	\$463.75		
TOTALS:						\$0.00	\$2,478.90		
BANK:	OM-ACH	CHECK:	70055	AMOUNT:	\$3,027.38	DATE:	03/12/26	VEND ID:	BCID
Date	Invoice Number	Invoice Description				Discount Taken	Amount Paid		
02/28/26	ICM2026-05	PA 215 - Feb. ICM - Aquatics				\$0.00	\$100.19		
02/28/26	ICM2026-05	PA 215 - Feb. ICM - Landscapin				\$0.00	\$2,881.20		
02/28/26	ICM2026-05	PA 215 - Feb. ICM - Lighting				\$0.00	\$25.08		
02/28/26	ICM2026-05	PA 215 - Feb. ICM - Reclaimed				\$0.00	\$20.91		
TOTALS:						\$0.00	\$3,027.38		
BANK:	OM-ACH	CHECK:	70056	AMOUNT:	\$170.00	DATE:	03/12/26	VEND ID:	VGLOBA
Date	Invoice Number	Invoice Description				Discount Taken	Amount Paid		
03/01/26	8282	PA 215 - Mar. website maint.				\$0.00	\$170.00		
TOTALS:						\$0.00	\$170.00		
BANK:	OM9019	CHECK:	1606	AMOUNT:	\$2,414.50	DATE:	03/12/26	VEND ID:	CEPRA
Date	Invoice Number	Invoice Description				Discount Taken	Amount Paid		
01/31/26	O-S9566	PA 215 - Jan. controller Doisy				\$0.00	\$459.00		
01/31/26	O-S9569	PA 215 - Jan. mainline repair				\$0.00	\$750.00		
02/26/26	O-S9676	PA 215 - Feb. controller 25 MI				\$0.00	\$945.50		
02/26/26	O-S9677	PA 215 - Feb. controller 27 MI				\$0.00	\$260.00		
TOTALS:						\$0.00	\$2,414.50		
BANK:	OM9019	CHECK:	1607	AMOUNT:	\$5,400.00	DATE:	03/12/26	VEND ID:	GRAU
Date	Invoice Number	Invoice Description				Discount Taken	Amount Paid		
03/02/26	28839	PA 215 - FY 2025 audit				\$0.00	\$5,400.00		
TOTALS:						\$0.00	\$5,400.00		
BANK:	OM-ACH	CHECK:	70057	AMOUNT:	\$5,884.00	DATE:	03/16/26	VEND ID:	BVLS
Date	Invoice Number	Invoice Description				Discount Taken	Amount Paid		
09/01/25	9473633	PA 192 - Sep. Sec. 2 landscapi				\$0.00	\$5,884.00		
TOTALS:						\$0.00	\$5,884.00		

Midtown Improvement District
 March 2026 AP Remittance Report

BANK:	OM-ACH	CHECK:	70058	AMOUNT:	\$4,736.68	DATE:	03/20/26	VEND ID:	OUC
Date	Invoice Number	Invoice Description				Discount Taken	Amount Paid		
03/02/26	93173-030226	PA 215 - 02/02/2026 - 03/02/20				\$0.00	\$50.23		
03/02/26	93173-030226	PA 215 - 02/02/2026 - 03/02/20				\$0.00	\$715.40		
03/02/26	93173-030226	PA 215 - 02/02/2026 - 03/02/20				\$0.00	\$3,903.71		
03/02/26	93173-030226	PA 215 - 02/02/2026 - 03/02/20				\$0.00	\$67.34		
TOTALS:						\$0.00	\$4,736.68		
BANK:	OM9019	CHECK:	1608	AMOUNT:	\$1,199.45	DATE:	03/26/26	VEND ID:	AVCON
Date	Invoice Number	Invoice Description				Discount Taken	Amount Paid		
02/18/26	132865	FR 139 - Centerline Drive Seg				\$0.00	\$1,199.45		
TOTALS:						\$0.00	\$1,199.45		
BANK:	OM9019	CHECK:	1609	AMOUNT:	\$1,139.99	DATE:	03/26/26	VEND ID:	BERMAN
Date	Invoice Number	Invoice Description				Discount Taken	Amount Paid		
03/01/26	95339	PA 215 - Mar. administrator se				\$0.00	\$506.66		
03/01/26	95339	PA 215 - Mar. irrigation speci				\$0.00	\$633.33		
TOTALS:						\$0.00	\$1,139.99		
BANK:	OM9019	CHECK:	1610	AMOUNT:	\$200.00	DATE:	03/26/26	VEND ID:	BSCHAD
Date	Invoice Number	Invoice Description				Discount Taken	Amount Paid		
03/10/26	2026.03.10	PA 216 - Supervisor fee 2026.0				\$0.00	\$200.00		
TOTALS:						\$0.00	\$200.00		
BANK:	OM9019	CHECK:	1611	AMOUNT:	\$11,371.75	DATE:	03/26/26	VEND ID:	CEPRA
Date	Invoice Number	Invoice Description				Discount Taken	Amount Paid		
03/01/26	O-S9723	PA 215 - Mar. Sec. 1 landscapi				\$0.00	\$1,949.50		
03/01/26	O-S9723	PA 215 - Mar. Sec. 2 landscapi				\$0.00	\$7,571.50		
03/01/26	O-S9723	PA 215 - Mar. Sec. 3 landscapi				\$0.00	\$1,850.75		
TOTALS:						\$0.00	\$11,371.75		
BANK:	OM9019	CHECK:	1612	AMOUNT:	\$200.00	DATE:	03/26/26	VEND ID:	DVENTU
Date	Invoice Number	Invoice Description				Discount Taken	Amount Paid		
03/10/26	2026.03.10	PA 216 - Supervisor fee 2026.0				\$0.00	\$200.00		
TOTALS:						\$0.00	\$200.00		
BANK:	OM9019	CHECK:	1613	AMOUNT:	\$2,480.64	DATE:	03/26/26	VEND ID:	KUTAK
Date	Invoice Number	Invoice Description				Discount Taken	Amount Paid		
03/11/26	3715207	PA 216 - Gen. legal thru 01/31				\$0.00	\$2,480.64		
TOTALS:						\$0.00	\$2,480.64		
BANK:	OM9019	CHECK:	1614	AMOUNT:	\$2,991.10	DATE:	03/26/26	VEND ID:	PFMGC
Date	Invoice Number	Invoice Description				Discount Taken	Amount Paid		
03/03/26	140991	PA 216 - Form 1099 preparation				\$0.00	\$16.80		
03/05/26	DM-03-2026-43	PA 216 - DM fee: Mar. 2026				\$0.00	\$2,916.67		
03/04/26	OE-EXP-03-2026-18	PA 215 - Feb. FedEx				\$0.00	\$57.63		
TOTALS:						\$0.00	\$2,991.10		
BANK:	OM9019	CHECK:	1615	AMOUNT:	\$200.00	DATE:	03/26/26	VEND ID:	RADAMS
Date	Invoice Number	Invoice Description				Discount Taken	Amount Paid		
03/10/26	2026.03.10	PA 216 - Supervisor fee 2026.0				\$0.00	\$200.00		
TOTALS:						\$0.00	\$200.00		
BANK:	OM9019	CHECK:	1616	AMOUNT:	\$200.00	DATE:	03/26/26	VEND ID:	RDOMIN
Date	Invoice Number	Invoice Description				Discount Taken	Amount Paid		
03/10/26	2026.03.10	PA 216 - Supervisor fee 2026.0				\$0.00	\$200.00		
TOTALS:						\$0.00	\$200.00		

Midtown Improvement District
March 2026 AP Remittance Report

BANK:	OM9019	CHECK:	1617	AMOUNT:	\$200.00	DATE:	03/26/26	VEND ID:	RLEVEY
Date	Invoice Number	Invoice Description				Discount Taken	Amount Paid		
03/10/26	2026.03.10	PA 216 - Supervisor fee 2026.0				\$0.00	\$200.00		
TOTALS:						<u>\$0.00</u>	<u>\$200.00</u>		



Midtown Improvement District

Work Authorizations/Proposed Services
(if applicable)

WORK AUTHORIZATION FOR MAINTENANCE SERVICES

This Work Authorization (the “**Work Authorization**”), dated 3/19, 2026, 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 July 20, 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 3501 Quadrangle Boulevard, Suite 270, 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 Sign Replacement 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.

MIDTOWN IMPROVEMENT DISTRICT

Secretary

By: _____
Its: _____

BERMAN CONSTRUCTION, LLC

Edward Padua

Witness

By: General Manager
Its: Eddie Padua

Exhibit A: Proposal/Scope of Services

Project : MID - Replace Pedestrian Crossing Sign

Proposal Date: 03/19/2026

Project Name: MID - Replace Pedestrian Crossing Sign

Client Contact: MID, agent for owner

Project Scope

This proposal includes installation of a pedestrian-crossing sign assembly by the waterpark, consisting of 30" x 30" (W11-2) pedestrian crossing sign made from .080 aluminum with diamond-grade reflective vinyl for maximum visibility. The sign will include a 24" x 12" (W16-7PL) arrow plaque manufactured with the same high-visibility reflective materials. This upgraded sign will improve pedestrian awareness and enhance overall traffic safety. The combination of diamond-grade reflectivity and clear directional arrow will provide drivers with earlier, more noticeable warnings.

Materials and Sign Fabrication: \$1,623.48

Labor and Installation: \$335.00

Total Cost: \$1,958.48

Work will be completed in the most expedient time frame as possible. All work will be performed during working hours.

Payment Schedule – Net 30 days from completion.

Payment Terms

Total Project Costs: \$1,958.48 (this includes during normal business hours additional cost applied if overnight or holidays).

Project : MID - Replace Pedestrian Crossing Sign

Additional Notes

Please contact our office upon receipt and approval of this contract, and any questions you might have. 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.

Thank You

We appreciate your business and look forward to our continued partnership. Please don't hesitate to reach out with any questions.

Approvals

MID

By:

Berman

By: Eddie Padua, GM

About Berman

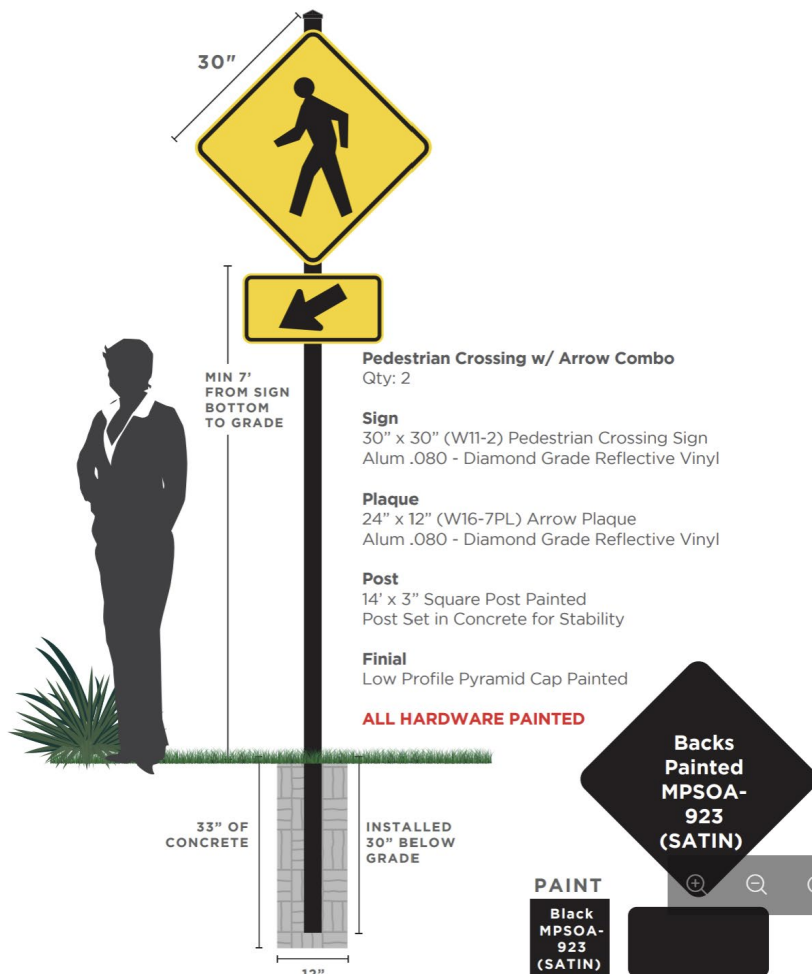
Berman is a national full-service property management, security and facility services company based in Lake Nona, Florida. Our team is highly skilled in providing dependable, professional and cost-effective solutions across facility, janitorial, on-demand repairs, maintenance staffing, security and all other ancillary facility services to help you run your facility as smoothly as possible.

We pride ourselves on being a single point for all facility and property needs. Quality and integrity are at the heart of what we do.

We are a tech-forward team, serving our clients with swift and diligent work, to ensure our client properties are well taken care of. We embrace problems quickly and tackle solutions intelligently in a unique, customized manner for each clients' needs.

Our Services

- ✓ **Property & Facility Management**
- ✓ **Property Maintenance**
- ✓ **24/7 Emergency Repairs**
- ✓ **General Construction**
- ✓ **Janitorial Services**
- ✓ **Security**
- ✓ **Pressure Washing**
- ✓ **Landscaping**
- ✓ **Disaster Response**





Midtown Improvement District

District Financials



Midtown Improvement District

March 2026 Financial Package

March 31, 2026

PFM Management Services LLC

3501 Quadrangle Boulevard

Suite 270

Orlando, FL 32817-8329

(407) 723-5900



Midtown Improvement District
Statement of Financial Position
As of 3/31/2026

	General Fund	Capital Projects Fund	Total
<u>Assets</u>			
<u>Current Assets</u>			
General Checking Account	\$ 123,912.09		\$ 123,912.09
Infrastructure Capital Reserve	34,501.21		34,501.21
Interchange Maintenance Reserve	4,890.29		4,890.29
Accounts Receivable - Due from Developer		\$ 4,407.39	4,407.39
Total Current Assets	<u>\$ 163,303.59</u>	<u>\$ 4,407.39</u>	<u>\$ 167,710.98</u>
Total Assets	<u>\$ 163,303.59</u>	<u>\$ 4,407.39</u>	<u>\$ 167,710.98</u>
<u>Liabilities and Net Assets</u>			
<u>Current Liabilities</u>			
Accounts Payable	\$ 2,266.56		\$ 2,266.56
Due To Other Governmental Units	3,028.24		3,028.24
Accounts Payable		\$ 4,407.39	4,407.39
Deferred Revenue		4,407.39	4,407.39
Total Current Liabilities	<u>\$ 5,294.80</u>	<u>\$ 8,814.78</u>	<u>\$ 14,109.58</u>
Total Liabilities	<u>\$ 5,294.80</u>	<u>\$ 8,814.78</u>	<u>\$ 14,109.58</u>
<u>Net Assets</u>			
Net Assets - General Government	\$ 61,256.41		\$ 61,256.41
Current Year Net Assets - General Government	96,752.38		96,752.38
Current Year Net Assets, Unrestricted		\$ (4,407.39)	(4,407.39)
Total Net Assets	<u>\$ 158,008.79</u>	<u>\$ (4,407.39)</u>	<u>\$ 153,601.40</u>
Total Liabilities and Net Assets	<u>\$ 163,303.59</u>	<u>\$ 4,407.39</u>	<u>\$ 167,710.98</u>



Midtown Improvement District
Statement of Activities
As of 3/31/2026

	General Fund	Capital Projects Fund	Total
<u>Revenues</u>			
Developer Contributions	\$ 269,705.48		\$ 269,705.48
Developer Contributions		\$ 30,250.63	30,250.63
Total Revenues	<u>\$ 269,705.48</u>	<u>\$ 30,250.63</u>	<u>\$ 299,956.11</u>
<u>Expenses</u>			
Supervisor Fees	\$ 3,800.00		\$ 3,800.00
Public Officials' Liability Insurance	2,743.00		2,743.00
Management	17,500.02		17,500.02
Engineering	1,911.38		1,911.38
District Counsel	4,550.14		4,550.14
Audit	5,400.00		5,400.00
Tax Preparation	16.80		16.80
Postage & Shipping	58.37		58.37
Legal Advertising	1,223.39		1,223.39
Web Site Maintenance	1,320.00		1,320.00
Holiday Decorations	750.00		750.00
Dues, Licenses, and Fees	175.00		175.00
Electric	253.06		253.06
Water Reclaimed	3,067.45		3,067.45
General Insurance	3,353.00		3,353.00
Property & Casualty	495.00		495.00
Other Insurance	500.00		500.00
Irrigation	8,198.00		8,198.00
Landscaping Maintenance & Material	68,230.50		68,230.50
Contingency	337.87		337.87
IME - Aquatics Maintenance	601.14		601.14
IME - Irrigation	180.42		180.42
IME - Landscaping	17,287.20		17,287.20
IME - Lighting	119.50		119.50
IME - Miscellaneous	36.59		36.59
IME - Water Reclaimed	158.03		158.03
Pest Control	579.50		579.50
Entry and Wall Maintenance	1,550.00		1,550.00
Hardscape Maintenance	3,850.00		3,850.00
Streetlights	19,483.37		19,483.37
Personnel Leasing Agreement	6,839.94		6,839.94
Engineering		\$ 30,978.21	30,978.21
District Counsel		210.00	210.00
Legal Advertising		323.18	323.18
Contingency		3,146.63	3,146.63
Total Expenses	<u>\$ 174,568.67</u>	<u>\$ 34,658.02</u>	<u>\$ 209,226.69</u>



Midtown Improvement District
Statement of Activities
As of 3/31/2026

	General Fund	Capital Projects Fund	Total
<u>Other Revenues (Expenses) & Gains (Losses)</u>			
Interest Income	\$ 1,615.57		\$ 1,615.57
Total Other Revenues (Expenses) & Gains (Losses)	<u>\$ 1,615.57</u>	<u>\$ -</u>	<u>\$ 1,615.57</u>
Change In Net Assets	\$ 96,752.38	\$ (4,407.39)	\$ 92,344.99
Net Assets At Beginning Of Year	<u>\$ 61,256.41</u>	<u>\$ -</u>	<u>\$ 61,256.41</u>
Net Assets At End Of Year	<u><u>\$ 158,008.79</u></u>	<u><u>\$ (4,407.39)</u></u>	<u><u>\$ 153,601.40</u></u>



Midtown Improvement District
Budget to Actual
For the Month Ending 3/31/2026

	YTD Actual	YTD Budget	YTD Variance	FY 2026 Adopted Budget	Percentage Spent
Revenues					
Developer Contributions	\$ 269,705.48	\$ 269,705.48	\$ -	\$ 539,410.95	50.00%
Net Revenues	\$ 269,705.48	\$ 269,705.48	\$ -	\$ 539,410.95	50.00%
General & Administrative Expenses					
Legislative					
Supervisor Fees	\$ 3,800.00	\$ 6,000.00	\$ (2,200.00)	\$ 12,000.00	31.67%
Financial & Administrative					
Public Officials' Liability Insurance	2,743.00	1,488.10	1,254.90	2,976.20	92.16%
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	1,911.38	8,750.00	(6,838.62)	17,500.00	10.92%
Disclosure	-	2,500.00	(2,500.00)	5,000.00	0.00%
Property Appraiser	-	250.00	(250.00)	500.00	0.00%
District Counsel	4,550.14	15,000.00	(10,449.86)	30,000.00	15.17%
Assessment Administration	-	3,750.00	(3,750.00)	7,500.00	0.00%
Reamortization Schedules	-	125.00	(125.00)	250.00	0.00%
Audit	5,400.00	2,700.00	2,700.00	5,400.00	100.00%
Arbitrage Calculation	-	250.00	(250.00)	500.00	0.00%
Tax Preparation	16.80	7.79	9.01	15.60	107.69%
Travel and Per Diem	-	150.00	(150.00)	300.00	0.00%
Telephone	-	12.50	(12.50)	25.00	0.00%
Postage & Shipping	58.37	500.00	(441.63)	1,000.00	5.84%
Copies	-	375.00	(375.00)	750.00	0.00%
Legal Advertising	1,223.39	2,500.00	(1,276.61)	5,000.00	24.47%
Bank Fees	-	24.00	(24.00)	48.00	0.00%
Miscellaneous	-	2,500.00	(2,500.00)	5,000.00	0.00%
Meeting Room	-	125.00	(125.00)	250.00	0.00%
Office Supplies	-	135.00	(135.00)	270.00	0.00%
Web Site Maintenance	1,320.00	1,620.00	(300.00)	3,240.00	40.74%
Holiday Decorations	750.00	500.00	250.00	1,000.00	75.00%
Dues, Licenses, and Fees	175.00	87.50	87.50	175.00	100.00%
Total General & Administrative Expenses	\$ 39,448.10	\$ 70,599.89	\$ (31,151.79)	\$ 141,199.80	27.94%



Midtown Improvement District
Budget to Actual
For the Month Ending 3/31/2026

	YTD Actual	YTD Budget	YTD Variance	FY 2026 Adopted Budget	Percentage Spent
<u>Field Operations</u>					
Electric Utility Services					
Electric	\$ 253.06	\$ 1,500.00	\$ (1,246.94)	\$ 3,000.00	8.44%
Water-Sewer Combination Services					
Water Reclaimed	3,067.45	7,500.00	(4,432.55)	15,000.00	20.45%
Other Physical Environment					
General Insurance	3,353.00	1,818.73	1,534.27	3,637.45	92.18%
Property & Casualty Insurance	495.00	277.73	217.27	555.45	89.12%
Other Insurance	500.00	750.00	(250.00)	1,500.00	33.33%
Irrigation Repairs	8,198.00	22,500.00	(14,302.00)	45,000.00	18.22%
Landscaping Maintenance & Material	68,230.50	80,000.00	(11,769.50)	160,000.00	42.64%
Tree Trimming	-	4,750.00	(4,750.00)	9,500.00	0.00%
Flower & Plant Replacement	-	7,600.00	(7,600.00)	15,200.00	0.00%
Contingency	337.87	5,000.00	(4,662.13)	10,000.00	3.38%
Pest Control	579.50	600.00	(20.50)	1,200.00	48.29%
Interchange Maintenance Expenses					
IME - Aquatics Maintenance	601.14	636.00	(34.86)	1,272.00	47.26%
IME - Irrigation Repairs	180.42	600.00	(419.58)	1,200.00	15.04%
IME - Landscaping	17,287.20	17,587.26	(300.06)	35,174.52	49.15%
IME - Lighting	119.50	240.00	(120.50)	480.00	24.90%
IME - Miscellaneous	36.59	1,200.00	(1,163.41)	2,400.00	1.52%
IME - Water Reclaimed	158.03	300.00	(141.97)	600.00	26.34%
IME - Landscape Improvements	-	2,400.00	(2,400.00)	4,800.00	0.00%
Trail Expenses					
Trail Maintenance	-	10,000.00	(10,000.00)	20,000.00	0.00%
Road & Street Facilities					
Entry and Wall Maintenance	1,550.00	570.00	980.00	1,140.00	135.96%
Hardscape Maintenance	3,850.00	2,500.00	1,350.00	5,000.00	77.00%
Streetlights	19,483.37	18,750.00	733.37	37,500.00	51.96%
Accent Lighting	-	380.00	(380.00)	760.00	0.00%
Parks & Recreation					
Personnel Leasing Agreement - Administrator	3,039.96	3,040.00	(0.04)	6,080.00	50.00%
Personnel Leasing Agreement - Irrigation Specialist	3,799.98	3,800.00	(0.02)	7,600.00	50.00%
Reserves					
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%
Total Field Operations Expenses	\$ 135,120.57	\$ 199,115.59	\$ (63,995.02)	\$ 398,231.15	33.93%
Total Expenses	\$ 174,568.67	\$ 269,715.48	\$ (95,146.81)	\$ 539,430.95	32.36%
Income (Loss) from Operations	\$ 95,136.81	\$ (10.00)	\$ 95,146.81	\$ (20.00)	
<u>Other Income (Expense)</u>					
Interest Income	\$ 1,615.57	\$ 10.00	\$ 1,605.57	\$ 20.00	8077.85%
Total Other Income (Expense)	\$ 1,615.57	\$ 10.00	\$ 1,605.57	\$ 20.00	8077.85%
Net Income (Loss)	\$ 96,752.38	\$ -	\$ 96,752.38	\$ -	



Midtown Improvement District
Cash Flow

	Beg. Cash	FY25 Inflows	FY25 Outflows	FY26 Inflows	FY26 Outflows	End. Cash
9/1/2025	86,947.83	329.39	(41,541.56)	-	(7,091.00)	38,644.66
10/1/2025	38,644.66	-	(11,812.34)	106.70	-	26,939.02
11/1/2025	26,939.02	-	-	4,458.53	(6,712.39)	24,685.16
12/1/2025	24,685.16	-	(9,516.91)	145,295.23	(49,650.17)	110,813.31
1/1/2026	110,813.31	-	-	5,489.84	(48,271.30)	68,031.85
2/1/2026	68,031.85	-	-	11,257.58	(37,240.97)	42,048.46
3/1/2026	42,048.46	-	-	138,717.41	(56,853.78)	123,912.09
4/1/2026	123,912.09	-	-	-	(2,266.56)	121,645.53 as of 04/13/2026
Totals		329.39	(62,870.81)	305,325.29	(208,086.17)	