

***PARK CREEK  
COMMUNITY DEVELOPMENT DISTRICT***

***Advanced Board Package***

***Board of Supervisors  
Regular Meeting***

***Thursday  
August 30, 2018  
6:00 p.m.***

***Panther Trace I Clubhouse  
12515 Bramfield Drive  
Riverview, Florida***

***Note: The Advanced Meeting Package is a working document and thus all materials are considered DRAFTS prior to presentation and Board acceptance, approval or adoption.***

# PARK CREEK COMMUNITY DEVELOPMENT DISTRICT AGENDA

<b>District Board of Supervisors</b>	Mike Lawson Doug Draper Lori Price Ted Sanders	Chairman Vice Chairman Assistant Secretary Assistant Secretary
<b>District Manager</b>	Paul Cusmano	DPFG
<b>District Attorney</b>	Vivek Babbar	Straley, Robin & Vericker
<b>District Engineer</b>	Tonja Stewart	Stantec Consulting Services, Inc.

**All cellular phones and pagers must be turned off during the meeting.  
The District Agenda is comprised of seven different sections:**

The first section which is called **Audience Questions and Comments on Agenda Items**. The Audience Comment portion of the agenda is where individuals may comment on matters that concern the District. Each individual is limited to three (3) minutes for such comment. The Board of Supervisors or Staff is not obligated to provide a response until sufficient time for research or action is warranted. **IF THE COMMENT CONCERNS A MAINTENANCE RELATED ITEM, THE ITEM WILL NEED TO BE ADDRESSED BY THE DISTRICT MANAGER OUTSIDE THE CONTEXT OF THIS MEETING.** The second section is called **District Counsel and District Engineer Reports**. This section allows the District Engineer, and Attorney to update the Board of Supervisors on any pending issues that are being researched for Board action. The third section is the **Landscaping and Ponds** section and contains items that often require District Engineer, Operations Manager, and Landscape Contractor to discuss and update the Board. The fourth section is the **Business Administration** section and contains items that require the review and approval of the District Board of Supervisors as a normal course of business. The fifth section is called **Business Items**. The business items section contains items for approval by the District Board of Supervisors that may require discussion, motion and votes on an item-by-item basis. Occasionally, certain items for decision within this section are required by Florida Statute to be held as a Public Hearing. During the Public Hearing portion of the agenda item, each member of the public will be permitted to provide one comment on the issue, prior to the Board of Supervisors' discussion, motion and vote. Agendas can be reviewed by contacting the Manager's office at (813) 374-9105 at least seven days in advance of the scheduled meeting. Requests to place items on the agenda must be submitted in writing with an explanation to the District Manager at least fourteen (14) days prior to the date of the meeting. The sixth section is called **Staff Reports**. This section allows the District Manager and Maintenance Supervisor to update the Board of Supervisors on any pending issues that are being researched for Board action. The seventh section which is called **Audience Comments on Other Items** provides members of the Audience the opportunity to comment on matters of concern to them that were not addressed during the meeting. The same guidelines used during the first audience comment section will apply here as well. The final section is called **Supervisor Requests**. This is the section in which the Supervisors may request Staff to prepare certain items in an effort to meet residential needs.

Public workshops sessions may be advertised and held in an effort to provide informational services. These sessions allow staff or consultants to discuss a policy or business matter in a more informal manner and allow for lengthy presentations prior to scheduling the item for approval. Typically no motions or votes are made during these sessions.

Pursuant to provisions of the Americans with Disabilities Act, any person requiring special accommodations to participate in this meeting is asked to advise the District Office at (813) 374-9105, at least 48 hours before the meeting. If you are hearing or speech impaired, please contact the Florida Relay Service at 1 (800) 955-8770, who can aid you in contacting the District Office.

Any person who decides to appeal any decision made by the Board with respect to any matter considered at the meeting is advised that this same 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.

## **PARK CREEK COMMUNITY DEVELOPMENT DISTRICT**

Date of Meeting: Thursday, August 30, 2018  
Time: 6:00 p.m.  
Location: Panther Trace I Clubhouse  
12515 Bramfield Drive  
Riverview FL

Conference Call No.: (563) 999-2090  
Code: 686859#

### ***AGENDA***

#### **I. Roll Call**

#### **II. Audience Comments**

#### **III. Consent Agenda**

- |    |  |           |
|----|--|-----------|
| A. | Approval of Minutes from June 13, 2018 Meeting and July 10, 2018 Budget Workshop | Exhibit 1 |
| B. | Acceptance of July 2018 Unaudited Financial Statement                            | Exhibit 2 |

#### **IV. Business Matters**

##### **A. Fiscal Year 2018-2019 Budget Public Hearing**

1. Open Public Hearing
2. Review Budget
3. Audience Comments
4. Close Public Hearing

- |    |   |           |
|----|---|-----------|
| B. | Consideration and Adoption of Resolution 2018-03 Adopting the FY 2018-2019 Budget | Exhibit 3 |
| C. | Consideration and Adoption of Resolution 2018-04 Imposing Special Assessments     | Exhibit 4 |
| D. | Consideration and Adoption of Resolution 2018-05 Electronic Records Policy        | Exhibit 5 |
| E. | Consideration and Adoption of Resolution 2018-06 FY 2019 Meeting Schedule         | Exhibit 6 |
| F. | Approval of the FY 2017 Audited Financial Report                                  | Exhibit 7 |

#### **V. Staff Reports**

- A. District Manager
- B. Attorney
- C. District Engineer

**VII. Supervisors Requests**

**VIII. Audience Questions and Comments on Other Items**

**VIII. Adjournment**

## **EXHIBIT 1.**

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

The Regular Meeting of the Board of Supervisors of the Park Creek Community Development District was held on Wednesday, June 13, 2018 at 6:30 p.m. at the Panther Trace I Clubhouse, 12515 Bramfield Drive, Riverview, Florida 33579.

**FIRST ORDER OF BUSINESS – Roll Call**

Mr. Cusmano called the meeting to order.

Present and constituting a quorum were:

Mike Lawson	Board Supervisor, Chairman
Doug Draper	Board Supervisor, Vice Chairman
Ted Sanders	Board Supervisor, Assistant Secretary

Also present were:

Paul Cusmano	District Manager, DPGF
Vivek Babbar	District Attorney, Straley Robin Vericker ( <i>via phone</i> )

*The following is a summary of the discussions and actions taken at the June 13, 2018 Park Creek CDD Board of Supervisors meeting.*

**SECOND ORDER OF BUSINESS – Audience Comments**

There being none, the next item followed.

**THIRD ORDER OF BUSINESS – Consent Agenda**

- A. Approval of the Minutes from March 6, 2018 Meeting
- B. Acceptance of the April 2018 Unaudited Financial Statement

On a MOTION by Mr. Lawson, SECONDED by Mr. Draper, WITH ALL IN FAVOR, the Board approved **Items A & B** for the Park Creek Community Development District.

- C. O & M Open PO 12-31-2017 & 3-31-2018

On a MOTION by Mr. Lawson, SECONDED by Mr. Sanders, WITH ALL IN FAVOR, the Board approved the O & M Open PO 12-31-2017 & 3-31-2018 for the Park Creek Community Development District.

**FOURTH ORDER OF BUSINESS – Business Matters**

- A. Consideration and Adoption of Resolution 2018-02 Adopting the 2018-2019 Proposed Budget and Setting the Public Hearing.

On a MOTION by Mr. Lawson, SECONDED by Mr. Draper, WITH ALL IN FAVOR, the Board approved the Resolution **2018-02** Adopting the 2018-2019 Proposed budget and Setting the Public Hearing for August 23, 2018 at 6:30 p.m. at the Panther Trace I Clubhouse, 12515 Bramfield Drive, Riverview, FL for the Park Creek Community Development District.

- B. Hillsborough County Number of Registered Voters – 307

C. Straley, Robin, Vericker Audit Response Letter

On a MOTION by Mr. Lawson, SECONDED by Mr. Sanders, WITH ALL IN FAVOR, the Board approved the Audit Response Letter for the Park Creek Community Development District.

**FIFTH ORDER OF BUSINESS – Staff Reports**

A. District Manager

1. Aquatic Systems

B. Attorney

There being none, next item followed.

C. District Engineer

There being none, next item followed.

**SIXTH ORDER OF BUSINESS – Supervisors Requests**

There being none, next item followed.

**SEVENTH ORDER OF BUSINESS – Audience Questions and Comments on Other Items**

There being none, next item followed.

**EIGHTH ORDER OF BUSINESS – Adjournment**

On a MOTION by Mr. Lawson, SECONDED by Mr. Draper, WITH ALL IN FAVOR, the Board adjourned the meeting for the Park Creek Community Development District.

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

Meeting minutes were approved at a meeting by vote of the Board of Supervisors at a publicly noticed meeting held on \_\_\_\_\_.

\_\_\_\_\_  
Signature

Paul Cusmano

Printed Name

Title: ☐ Secretary ☐ Assistant Secretary

\_\_\_\_\_  
Signature

Mike Lawson

Printed Name

Title: ☐ Chairman ☐ Vice Chairman

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

The Regular Meeting of the Board of Supervisors of the Park Creek Community Development District was held on Tuesday, July 10, 2018 at 6:30 p.m. at the Panther Trace II Clubhouse, 11518 Newgate Crest Drive, Riverview, Florida 33579.

**FIRST ORDER OF BUSINESS - Roll Call**

Mr. Cusmano called the meeting to order.

Present and constituting a quorum were:

Mike Lawson	Board Supervisor, Chairman
Doug Draper	Board Supervisor, Vice Chairman
Lori Price	Board Supervisor, Assistant Secretary

Also present was:

Paul Cusmano	District Manager, DPFG
Patricia Comings-Thibault	District Treasurer, DPFG

*The following is a summary of the discussions and actions taken at the July 10, 2018 Park Creek CDD Board of Supervisors meeting.*

**SECOND ORDER OF BUSINESS – Exhibit 4: Budget Workshop**

Moving on to the Second Order of Business, Mr. Cusmano opened the Budget Workshop. Ms. Comings-Thibault presented the FY 2019 Proposed Budget. Discussion ensued.

**THIRD ORDER OF BUSINESS – Adjournment**

Moving on to the Third Order of Business, Mr. Cusmano closed the Budget Workshop and called for a motion to adjourn the meeting. MOTION PASSES 3-0.

On a MOTION by Mr. Lawson, SECONDED by Mr. Draper, WITH ALL IN FAVOR, the Board adjourned the meeting for the Park Creek Community Development District.

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

**Meeting minutes were approved at a meeting by vote of the Board of Supervisors at a publicly noticed meeting held on \_\_\_\_\_**

\_\_\_\_\_  
**Signature**

\_\_\_\_\_  
**Signature**

\_\_\_\_\_  
**Printed Name**

\_\_\_\_\_  
**Printed Name**

**Title:** ☐ Secretary      ☐ Assistant Secretary

**Title:** ☐ Chairman      ☐ Vice Chairman



## **EXHIBIT 2.**

# **Park Creek Community Development District**

**Financial Statements  
(Unaudited)**

Period Ending  
July 31, 2018

**Park Creek CDD**  
**Balance Sheet**  
**July 31, 2018**

	<u>O &amp; M</u>	<u>SERIES 2013 A-1</u>	<u>SERIES 2014</u>	<u>CAPITAL PROJECTS 2013A</u>	<u>2014A</u>	<u>TOTAL</u>
<b><u>ASSETS:</u></b>						
CASH	\$ 198,808	\$ -	\$ -	\$ -	\$ -	\$ 198,808
INVESTMENTS:						
REVENUE FUND	-	131,333	139,917	-	-	271,250
RESERVE	-	173,188	206,388	-	-	379,576
PREPAYMENT	-	-	-	-	-	-
ACQUISITION/CONSTRUCTION	-	-	-	9	1	10
ACCTS RECEIVABLE	121	-	-	-	-	121
ASSESSMENTS RECEIVABLE - ON ROLL	-	-	-	-	-	-
PREPAID EXPENSES	-	-	-	-	-	-
UTILITY DEPOSIT (TECO)	6,265	-	-	-	-	6,265
DUE FROM OTHER FUNDS	-	4,490	2,305	-	-	6,795
<b>TOTAL ASSETS</b>	<b>\$ 205,194</b>	<b>\$ 309,011</b>	<b>\$ 348,610</b>	<b>\$ 9</b>	<b>\$ 1</b>	<b>\$ 862,825</b>
<b><u>LIABILITIES:</u></b>						
ACCOUNTS PAYABLE	\$ 9,028	\$ -	\$ -	\$ -	\$ -	\$ 9,028
DEFERRED REVENUE - ON ROLL	-	-	-	-	-	-
DUE TO DS 2013 A1	4,490	-	-	-	-	4,490
DUE TO DS 2014	2,305	-	-	-	-	2,305
<b><u>FUND BALANCE:</u></b>						
NONSPENDABLE:						
PREPAID AND DEPOSITS	6,265	-	-	-	-	6,265
RESTRICTED FOR:						
DEBT SERVICE	-	309,011	348,610	-	-	657,621
CAPITAL PROJECTS	-	-	-	9	1	10
UNASSIGNED	183,106	-	-	-	-	183,106
<b>TOTAL LIABILITIES &amp; FUND BALANCE</b>	<b>\$ 205,194</b>	<b>\$ 309,011</b>	<b>\$ 348,610</b>	<b>\$ 9</b>	<b>\$ 1</b>	<b>\$ 862,825</b>

**Park Creek CDD**  
**General Fund**  
**Statement of Revenue, Expenditures and Changes In Fund Balance**  
**For The Period From October 1, 2017 through July 31, 2018**

	<b>FY2018 ADOPTED BUDGET</b>	<b>BUDGET YR-TO-DATE</b>	<b>ACTUAL YEAR-TO-DATE</b>	<b>FAVORABLE (UNFAVORABLE) VARIANCE</b>
<b>REVENUE</b>				
ASSESSMENT ON-ROLL (Net)	\$ 295,262	\$ 295,262	\$ 302,735	\$ 7,473
OFF-ROLL ASSESSMENTS	132,327	132,327	132,327	-
OFF-ROLL ASSESSMENTS (Lot Closings)	-	-	-	-
PREPAID ASSESSMENTS (Lot Closings)	-	-	-	-
INTEREST	-	-	164	164
MISCELLANEOUS REVENUE (Key Fobs & Rental Income)	-	-	265	265
DISCOUNT (ASSESSMENTS)	-	-	-	-
<b>TOTAL REVENUE</b>	<b>\$ 427,589</b>	<b>\$ 427,589</b>	<b>\$ 435,491</b>	<b>\$ 7,902</b>
<b>EXPENDITURES</b>				
<b>ADMINISTRATIVE:</b>				
SUPERVISORS FEES	8,000	6,667	2,400	4,267
PAYROLL TAXES	612	510	184	326
PAYROLL SERVICES	457	381	245	136
MANAGEMENT CONSULTING SERVICES	24,000	20,000	20,000	-
PLANNING & COORDINATING SERVICES	24,000	20,000	20,000	-
ADMINISTRATIVE SERVICES	5,500	4,583	4,583	-
BANK FEES	100	100	119	(19)
REGULATORY AND PERMIT FEES	175	175	175	-
MISCELLANEOUS EXPENSES (Mass mail, room rental, etc)	250	208	886	(678)
AUDITING	2,400	2,400	2,400	-
TRAVEL PER DIEM	100	7	7	-
LEGAL ADVERTISEMENTS	750	625	742	(117)
ENGINEERING SERVICES	4,500	3,750	783	2,967
LEGAL SERVICES - GENERAL	5,000	4,167	3,173	994
WEBSITE HOSTING	720	600	618	(18)
<b>TOTAL ADMINISTRATIVE</b>	<b>76,564</b>	<b>64,173</b>	<b>56,315</b>	<b>7,858</b>
<b>INSURANCE:</b>				
INSURANCE (Liability, Property & Casualty)	23,405	23,405	23,162	243
<b>TOTAL INSURANCE</b>	<b>23,405</b>	<b>23,405</b>	<b>23,162</b>	<b>243</b>
<b>DEBT SERVICE ADMINISTRATION:</b>				
DISSEMINATING AGENT	10,000	6,500	6,500	-
PERFORMANCE & WARRANTY BOND PREMIUM	2,500	2,500	2,500	-
ARBITRAGE REPORTING	1,250	-	-	-
TRUSTEE FEES	8,700	5,926	5,926	-
<b>TOTAL DEBT SERVICE ADMINISTRATION</b>	<b>22,450</b>	<b>14,926</b>	<b>14,926</b>	<b>-</b>
<b>PHYSICAL ENVIRONMENT EXPENDITURES:</b>				
FIELD ADMIN SERVICES	7,252	6,043	15,537	(9,494)
AMENITY MANAGEMENT	3,000	2,500	2,500	-
FIELD SERVICE MANAGEMENT	5,000	4,167	4,167	-
FIELD TRAVEL EXPENSE	1,400	1,167	1,436	(269)
UTILITY - STREETLIGHTS	46,800	39,000	26,115	12,885
UTILITY -GEN ELECTRICITY	9,600	8,000	2,620	5,380
UTILITY - WATER	16,800	14,000	-	14,000
LANDSCAPE MAINTENANCE	74,514	62,095	68,700	(6,610)
LANDSCAPE RENEW & REPLACEMENT	24,549	20,458	11,654	8,804
IRRIGATION MAINTENANCE	10,240	8,533	8,806	(273)
LANDSCAPE MAINTENANCE PHASE 3	10,000	8,333	-	8,333
TREE MAINTENANCE	-	-	-	-
NPDES	6,300	5,250	-	5,250
PET WASTE REMOVAL	2,220	1,850	1,665	185
POWER SWEEP	1,000	833	-	833
STORMWATER DRAINAGE & MAINT	7,500	6,250	-	6,250
ENVIRONMENTAL MITIGATION & POND MAINTENANCE	3,100	1,950	750	1,200
POND MAINTENANCE	7,000	5,833	4,790	1,043
RETENTION POND MOWING	14,600	12,167	-	12,167

**General Fund**  
**Statement of Revenue, Expenditures and Changes In Fund Balance**  
**For The Period From October 1, 2017 through July 31, 2018**

	<b>FY2018 ADOPTED BUDGET</b>	<b>BUDGET YR-TO-DATE</b>	<b>ACTUAL YEAR-TO-DATE</b>	<b>FAVORABLE (UNFAVORABLE) VARIANCE</b>
POND EROSION	-	-	-	-
SECURITY MONITORING	3,600	3,000	3,000	-
ENTRANCE WALL REPAIR	2,000	1,667	-	1,667
HOLIDAY LIGHTS	5,000	5,000	4,998	2
FIELD CONTINGENCY	2,500	2,500	2,530	(30)
RESERVE STUDY	-	-	-	-
SECURITY PAYROL	-	-	-	-
<b>TOTAL PHYSICAL ENVIRONMENT</b>	<b>263,975</b>	<b>220,596</b>	<b>159,268</b>	<b>61,323</b>
<b>AMENITY CENTER OPERATIONS:</b>				
POOL SERVICE CONTRACT	7,200	6,000	6,000	-
POOL MAINTENANCE AND REPAIRS	2,500	2,500	4,050	(1,550)
POOL PERMITS	275	275	275	-
AMENITY CENTER CLEANING & MAINTENANCE	7,200	6,000	6,000	-
AMENITY CENTER INTERNET	1,920	1,600	1,643	(43)
AMENITY CENTER ELECTRICITY	9,000	7,500	3,553	3,947
AMENITY CENTER WATER	3,600	3,000	1,782	1,218
PEST CONTROL	900	750	666	84
REFUSE SERVICE	1,000	833	-	833
AMENITY CENTER KEY FOBS	1,500	1,072	1,072	-
AMENITY CENTER MISC REPAIRS & MAINT & SUPPLIES	2,500	2,083	520	1,563
<b>TOTAL AMENITY CENTER OPERATIONS</b>	<b>37,595</b>	<b>31,614</b>	<b>25,561</b>	<b>6,053</b>
<b>RESERVES</b>				
RESERVE STUDY	3,600	-	-	-
<b>UNBUDGETED EXPENDITURES</b>	<b>-</b>	<b>-</b>	<b>21,554</b>	<b>(21,554)</b>
<b>TOTAL EXPENDITURES</b>	<b>427,589</b>	<b>354,713</b>	<b>300,786</b>	<b>53,922</b>
<b>EXCESS OF REVENUE OVER (UNDER) EXPENDITURES</b>	<b>-</b>	<b>72,876</b>	<b>134,705</b>	<b>61,825</b>
<b>OTHER FINANCIAL SOURCES (USES)</b>				
DEVELOPER FUNDING FOR CONSTRUCTION	-	-	-	-
CONSTRUCTION EXPENSES	-	-	-	-
<b>TOTAL OTHER FINANCIAL SOURCES (USES)</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>NET CHANGE IN FUND BALANCE</b>	<b>-</b>	<b>72,876</b>	<b>134,705</b>	<b>61,825</b>
FUND BALANCE - BEGINNING	9,386	-	54,663	54,663
<b>FUND BALANCE - ENDING</b>	<b>\$ 9,386</b>	<b>\$ 72,876</b>	<b>\$ 189,368</b>	<b>\$ 116,488</b>

**Park Creek CDD**  
**Debt Service - Series 2013 A-1**  
**Statement of Revenue, Expenditures and Changes In Fund Balance**  
**For The Period From October 1, 2017 through July 31, 2018**

	<b>FY 2018 ADOPTED BUDGET</b>	<b>BUDGET YEAR-TO-DATE</b>	<b>ACTUAL YEAR-TO-DATE</b>	<b>VARIANCE FAVORABLE (UNFAVORABLE)</b>
<b>REVENUE</b>				
ASSESSMENT ON-ROLL/OFF (Gross)	\$ 188,247	\$ 172,560	\$ 177,571	\$ 5,011
DEVELOPER FUNDING	-	-	-	-
INTEREST--INVESTMENT	-	-	2,542	2,542
MISCELLANEOUS REVENUE	-	-	-	-
DISCOUNT	(7,844)	-	-	-
<b>TOTAL REVENUE</b>	<b>180,404</b>	<b>172,560</b>	<b>180,113</b>	<b>7,553</b>
<b>EXPENDITURES</b>				
COUNTY COLLECTION FEES	7,844	-	-	-
INTEREST EXPENSE (NOV 2017)	-	-	72,353	(72,353)
INTEREST EXPENSE (MAY & NOV 2018)	143,112	71,556	71,556	-
PRINCIPAL EXPENSE (NOV 2017)	25,000	25,000	25,000	-
COI EXPENSES	-	-	-	-
<b>TOTAL EXPENDITURES</b>	<b>175,956</b>	<b>96,556</b>	<b>168,909</b>	<b>(72,353)</b>
<b>EXCESS OF REVENUE OVER (UNDER) EXPEND.</b>	<b>4,448</b>	<b>76,004</b>	<b>11,204</b>	<b>(64,800)</b>
<b>OTHER FINANCING SOURCES (USES)</b>				
BOND PROCEEDS A1	-	-	-	-
TRANSFER IN	-	-	-	-
TRANSFER OUT (USES)	-	-	-	-
<b>TOTAL OTHER FINANCING SOURCES (USES)</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
NET CHANGE IN FUND BALANCE	4,448	76,004	11,204	(64,800)
FUND BALANCE - BEGINNING	-	-	297,807	297,807
<b>FUND BALANCE - ENDING</b>	<b>\$ 4,448</b>	<b>\$ 76,004</b>	<b>\$ 309,011</b>	<b>\$ 233,007</b>

**Park Creek CDD**  
**Debt Service - Series 2014**  
**Statement of Revenue, Expenditures and Changes In Fund Balance**  
**For The Period From October 1, 2017 through July 31, 2018**

	<b>FY 2018 ADOPTED BUDGET</b>	<b>BUDGET YEAR-TO-DATE</b>	<b>ACTUAL YEAR-TO-DATE</b>	<b>VARIANCE FAVORABLE (UNFAVORABLE)</b>
<b>REVENUE</b>				
SPECIAL ON ROLL ASSESSMENT	\$ 96,640	\$ 88,587	\$ 91,159	\$ 2,572
SPECIAL OFF ROLL ASSESSMENT	127,695	117,479	117,479	-
OFF ROLL ASSESSMENT - DEVELOPER	-	-	-	-
OFF ROLL ASSESSMENT - LOT CLOSING	-	-	-	-
INTEREST--INVESTMENT	-	-	2,898	2,898
MISCELLANEOUS REVENUE	-	-	-	-
DISCOUNT	(9,347)	-	-	-
<b>TOTAL REVENUE</b>	<b>214,988</b>	<b>206,066</b>	<b>211,536</b>	<b>5,470</b>
<b>EXPENDITURES</b>				
COUNTY ASSESSMENT COLLECTION FEES	9,347	-	-	-
INTEREST EXPENSE (NOV 2017)	-	-	79,194	(79,194)
INTEREST EXPENSE (MAY & NOV 2018)	156,138	78,069	78,069	-
PRINCIPAL EXPENSE	50,000	50,000	45,000	5,000
<b>TOTAL EXPENDITURES</b>	<b>215,485</b>	<b>128,069</b>	<b>202,263</b>	<b>(74,194)</b>
<b>EXCESS OF REVENUE OVER (UNDER) EXPEND.</b>	<b>(497)</b>	<b>77,997</b>	<b>9,273</b>	<b>(68,724)</b>
NET CHANGE IN FUND BALANCE	(497)	77,997	9,273	(68,724)
FUND BALANCE - BEGINNING	-	-	339,336	339,336
<b>FUND BALANCE - ENDING</b>	<b>\$ (497)</b>	<b>\$ 77,997</b>	<b>\$ 348,609</b>	<b>\$ 270,612</b>

**Park Creek CDD**  
**Capital Projects 2013A & 2014**  
**Statement of Revenue, Expenditures and Changes In Fund Balance**  
**For The Period From October 1, 2017 through July 31, 2018**

	Capital Proj 2013A A1/A2 ACTUAL	Capital Proj 2014 2014A ACTUAL
<b>REVENUE</b>		
DEVELOPER CONTRIBUTION	\$ -	\$ 15,146
INTEREST REVENUE	-	-
MISCELLANEOUS	-	-
<b>TOTAL REVENUE</b>	<b>-</b>	<b>15,146</b>
 <b>EXPENDITURES</b>		
CONSTRUCTION IN PROGRESS		15,146
OTHER	-	-
<b>TOTAL EXPENDITURES</b>	<b>-</b>	<b>15,146</b>
 <b>EXCESS OF REVENUE OVER (UNDER) EXPENDITURES</b>	<b>-</b>	<b>-</b>
 <b>OTHER FINANCING SOURCES (USES)</b>		
TRANSFER-IN	-	-
TRANSFER-OUT	-	-
<b>TOTAL OTHER FINANCING SOURCES (USES)</b>	<b>-</b>	<b>-</b>
 NET CHANGE IN FUND BALANCE	-	-
 <b>FUND BALANCE - BEGINNING</b>	<b>8</b>	<b>1</b>
 <b>FUND BALANCE - ENDING</b>	<b>\$ 8</b>	<b>\$ 1</b>



**Park Creek CDD**  
**Cash Reconciliation (Operating Accounts)**  
**July 31, 2018**

	<u>BU Account</u>
Balance Per Bank Statement	200,117.37
Less: Outstanding Checks	(1,309.12)
<b><i>Adjusted Bank Balance</i></b>	<b><u>\$ 198,808.25</u></b>

Beginning Bank Balance Per Books	\$ 224,231.01
Cash Receipts	75.00
Cash Disbursements	(25,497.76)
<b><i>Balance Per Books</i></b>	<b><u>\$ 198,808.25</u></b>

**Park Creek CDD  
CHECK REGISTER  
FY 2018**

DATE	CK NO.	PAYEE	TRANSACTION	DEPOSIT	DISBURSMT	BALANCE
<b>EOY</b>	<b>BALANCE</b>					<b>69,910.68</b>
10/1/2017	2681	DPFG MANAGEMENT & CONSULTING, LLC	Performance & Warranty Bond Svcs		2,500.00	67,410.68
10/2/2017	2682	Egis Insurance Advisors, LLC	Insurance FY 2018		23,162.00	44,248.68
10/4/2017	2683	Cistech Inc.	Gate Repairs		190.00	44,058.68
10/4/2017	2684	Critical Intervention Services Inc	CCTV Monitoring - October		300.00	43,758.68
10/4/2017	2685	DPFG MANAGEMENT & CONSULTING, LLC	CDD/Field Mgmt - October		5,124.99	38,633.69
10/4/2017	2686	Hillsborough County Public Utilities Dept	8/14-9/14 - 10316 Riverdale Rise Dr		131.15	38,502.54
10/4/2017	2687	PANTHER TRACE II	Meeting Room - 10/3/17		6.25	38,496.29
10/4/2017	2688	STANTEC CONSULTING SERVICES	Engineering Svcs thru 9/15/17		108.00	38,388.29
10/4/2017	2689	STRALEY ROBIN VERICKER	Legal Svcs thru 9/15/17		425.00	37,963.29
10/4/2017	2691	DPFG FIELD SERVICES, INC	9/24-10/21 - Field P/R		1,527.50	36,435.79
10/6/2017	2690	American Access Control, Inc.	Key Fobs		441.00	35,994.79
10/26/2017	2692	Cistech Inc.	Boards for Access Control System		1,254.82	34,739.97
10/26/2017	2693	Bright House	10/10-11/9 - Internet		159.27	34,580.70
10/26/2017	2694	TAMPA BAY TIMES	Legal Ad		384.50	34,196.20
10/26/2017	2695	HAMILTON ENGINEERING & SURVEYING, INC	Mitigation Monitoring - Qtrly		400.00	33,796.20
10/26/2017	2696	TECO	9/1-10/2 - Electricity & Streetlights		4,676.12	29,120.08
10/26/2017	2697	Poop 911	Pet Waste Removal - August & September		566.80	28,553.28
10/26/2017	20171026	PAYCHEX	Qtr Fee		10.00	28,543.28
10/27/2017	2698	PATRICK LARRABEE	Travel - August		332.66	28,210.62
10/27/2017	2699	STEVE FAISON	Travel - Aug & Sep		101.86	28,108.76
10/27/2017		HILLSBOROUGH COUNTY TAX COLLECTOR	Tax Collections - Excess Fees	3,679.12		31,787.88
<b>EOM</b>	<b>BALANCE</b>			<b>3,679.12</b>	<b>41,801.92</b>	<b>31,787.88</b>
11/1/2017	2700	DPFG MANAGEMENT & CONSULTING, LLC	CDD/Field Mgmt - November		5,124.99	26,662.89
11/6/2017		Park Creek CDD GF	Key Fobs	35.00		26,697.89
11/6/2017	2710	STRALEY ROBIN VERICKER	Legal Svcs		404.60	26,293.29
11/7/2017	2701	ALAMO GUARD PATROL	9/8 - Pool Security		156.75	26,136.54
11/7/2017	2702	VENTURESIN.COM, INC.	Web Site Hosting - October		60.00	26,076.54
11/7/2017	2703	ALL AMERICAN LAWN & TREE SPECIALIST, INC	Irrigation Maint - September		119.80	25,956.74
11/7/2017	2704	BOCC	Water		149.81	25,806.93
11/7/2017	2705	Critical Intervention Services Inc	CCTV Monitoring - November		300.00	25,506.93
11/7/2017	2706	H 2 Pool Services	Pool Maint - October		1,550.00	23,956.93
11/7/2017	2707	TERMINIX	Pest Control - October		53.00	23,903.93
11/7/2017	2708	Grandview Botanicals Landscape Co.	Mowing of PH 3 - August		500.00	23,403.93
11/7/2017	2709	H 2 Pool Services	Recirculation Pump/Feature Pump/Vacuum Pump		4,050.00	19,353.93
11/10/2017	2711	S.F.C.G. CONTRACTING & CONSTRUCTION	Holiday Lighting (50% Dep)		2,499.00	16,854.93
11/13/2017	2715	PATRICK LARRABEE	September - Travel		188.91	16,666.02
11/14/2017	2712	Metro Development Group, LLC	July-Sept - Cell Phone Reimbursement		7.88	16,658.14
11/14/2017	2713	Metro Development Group, LLC	July-Sept. - Cell Phone Reimbursement (Steve Faison)		55.54	16,602.60
11/14/2017	2714	STEVE FAISON	October - Travel		40.60	16,562.00
11/14/2017	2716	FLORIDA DEPT OF ECONOMIC OPPORTUNIT	Annual Filing - FY 2018		175.00	16,387.00
11/14/2017	2717	VENTURESIN.COM, INC.	Web Site Hosting - November		60.00	16,327.00
11/14/2017	2718	Bright House	11/10-12/9 - Internet		159.27	16,167.73
11/14/2017	2719	Hillsborough County Public Utilities Dept	Water		149.81	16,017.92
11/16/2017		HILLSBOROUGH COUNTY TAX COLLECTOR	11/1-11/12/17 - Tax Collections	65,595.54		81,613.46
11/17/2017	2720	TECO	Electricity		2,040.14	79,573.32
11/20/2017	2721	ALL AMERICAN LAWN & TREE SPECIALIST, INC	Landscape Maint - July		8,483.67	71,089.65
11/20/2017	2722	ALL AMERICAN LAWN & TREE SPECIALIST, INC	Tree Removal		1,990.00	69,099.65
11/20/2017	2723	DPFG FIELD SERVICES, INC	10/22-11/18 - Field P/R		1,555.50	67,544.15
11/22/2017	2724	AQUATIC SYSTEMS, INC	Lake & Pond Maint - October		479.00	67,065.15
11/22/2017	2725	TECO	Electricity		2,677.65	64,387.50
11/24/2017		HILLSBOROUGH COUNTY TAX COLLECTOR	11/13-11/19 - Tax Collections	103,824.42		168,211.92
11/24/2017	ACH11242017	PAYCHEX	P/R Fee		150.70	168,061.22
11/24/2017	20043	Ira D Draper	BOS Mtg - 10/3/17		184.70	167,876.52
11/24/2017	20045DD	LORI PRICE	BOS Mtg - 10/3/17		183.87	167,692.65
11/24/2017	20044	Michael S. Lawson	BOS Mtg - 10/3/17		184.70	167,507.95
11/24/2017	ACH11242017	PAYCHEX	BOS Mtg - 10/3/17		92.63	167,415.32
11/28/2017	2726	PARK CREEK CDD C/O US BANK	Tax Collection Distribution c/o US Bank		1,158.24	166,257.08
11/28/2017	2727	PARK CREEK CDD C/O US BANK	Tax Collection Distribution c/o US Bank		607.26	165,649.82
11/28/2017	2728	ALL AMERICAN LAWN & TREE SPECIALIST, INC	Landscape Maint - October		7,807.00	157,842.82
11/28/2017	2730	TERMINIX	Pest Control - November		53.00	157,789.82
11/28/2017	2731	US BANK	Trustee Fees 2014A		3,232.50	154,557.32
<b>EOM</b>	<b>BALANCE</b>			<b>169,454.96</b>	<b>46,685.52</b>	<b>154,557.32</b>
12/1/2017	2732	DPFG MANAGEMENT & CONSULTING, LLC	CDD/Field Mgmt - December		5,124.99	149,432.33
12/1/2017	2733	Hillsborough County Public Utilities Dept	10/13-11/13 - 10316 Riverdale Rise Dr		82.84	149,349.49
12/4/2017	2734	ALL AMERICAN LAWN & TREE SPECIALIST, INC	Tree Removal & Tree Maint		9,664.00	139,685.49
12/4/2017	2735	ALL AMERICAN LAWN & TREE SPECIALIST, INC	Landscape Maint - November		7,948.67	131,736.82
12/7/2017		Park Creek	Key Fobs	70.00		131,806.82
12/11/2017		HILLSBOROUGH COUNTY TAX COLLECTOR	11/20-11/30/17 - Tax Collections	363,611.78		495,418.60

# CHECK REGISTER

FY 2018

DATE	CK NO.	PAYEE	TRANSACTION	DEPOSIT	DISBURSMT	BALANCE
12/11/2017	2736	S.F.C.G. CONTRACTING & CONSTRUCTION	Holiday Lights (final)		2,499.00	492,919.60
12/12/2017	2737	Bright House	10/10-1/9 - Internet		159.27	492,760.33
12/12/2017	2738	Critical Intervention Services Inc	12/1-12/31 - CCTV Monitoring		300.00	492,460.33
12/12/2017	2739	DPFG FIELD SERVICES, INC	11/19-12/16/17 - Field P/R		1,152.80	491,307.53
12/12/2017	2740	H 2 Pool Services	Pool Maint - November		1,550.00	489,757.53
12/12/2017	2741	Poop 911	Pet Waste Removal - Oct - Nov		635.03	489,122.50
12/12/2017	2742	VENTURESIN.COM, INC.	Web Site Hosting - December		60.00	489,062.50
12/12/2017	2743	STRALEY ROBIN VERICKER	Legal Svcs thru 11/15/17		122.00	488,940.50
12/12/2017	2744	TECO	11/1-11/30 - 10650 Paul Creek Way		25.84	488,914.66
12/13/2017	2745	ALL AMERICAN LAWN & TREE SPECIALIST, INC	Landscape Maint - December		7,807.00	481,107.66
12/13/2017	2746	H 2 Pool Services	Pool Maint - December		1,550.00	479,557.66
12/13/2017	2747	LERNER REPORTING SERVICES, INC	Dissemination		6,500.00	473,057.66
12/13/2017	2748	US BANK	Trustee Fee - Series 2013		2,693.75	470,363.91
12/13/2017	2749	TECO	Electricity		4,654.18	465,709.73
12/15/2017		HILLSBOROUGH COUNTY TAX COLLECTOR	12/1-12/8/17 - Tax Collections	8,733.97		474,443.70
12/15/2017		DR Horton	DS/ O & M (DR Horton)	249,806.86		724,250.56
12/15/2017	2750	PARK CREEK CDD C/O US BANK	DS (dr horton) c/o US Bank		117,479.42	606,771.14
12/28/2017	2751	PARK CREEK CDD C/O US BANK	Tax Collection Distribution c/o US Bank		168,342.42	438,428.72
12/28/2017	2752	PARK CREEK CDD C/O US BANK	Tax Collection Distribution c/o US Bank		86,421.43	352,007.29
<b>EOM</b>	<b>BALANCE</b>			<b>622,222.61</b>	<b>424,772.64</b>	<b>352,007.29</b>
1/1/2018	2753	DPFG MANAGEMENT & CONSULTING, LLC	CDD/Field Mgmt - January		5,124.99	346,882.30
1/2/2018		PAYCHEX.	Refund for Inv 2017112201	55.50		346,937.80
1/8/2018	2754	Critical Intervention Services Inc	CCTV Monitoring - January		300.00	346,637.80
1/8/2018	2755	STRALEY ROBIN VERICKER	Legal Svcs thru 12/15/17		150.50	346,487.30
1/8/2018	2756	TERMINIX	Pest Control - December		265.00	346,222.30
1/8/2018	2757	ALL AMERICAN LAWN & TREE SPECIALIST, INC	Landscape Maint - January		7,807.00	338,415.30
1/10/2018		HILLSBOROUGH COUNTY TAX COLLECTOR	12/9-12/31/17 - Tax Collections	7,000.47		345,415.77
1/17/2018	2758	AQUATIC SYSTEMS, INC	Lake & Pond Maint - November-January		1,437.00	343,978.77
1/17/2018	2759	Bright House	1/10-2/9 - Internet		159.27	343,819.50
1/17/2018	2760	DPFG FIELD SERVICES, INC	12/17-1/13 - Field P/R		1,179.20	342,640.30
1/17/2018	2761	H 2 Pool Services	Pool Maint - January		1,550.00	341,090.30
1/17/2018	2762	TECO	12/1-1/3 - 10316 Riverdale Rise Dr		623.93	340,466.37
1/17/2018	2763	VENTURESIN.COM, INC.	Web Site Hosting - January		60.00	340,406.37
1/17/2018	2764	ALL AMERICAN LAWN & TREE SPECIALIST, INC	Bush Hog - August- Oct		1,980.00	338,426.37
1/19/2018	2765	Business Observer	Legal Ad		187.00	338,239.37
1/19/2018		HILLSBOROUGH COUNTY TAX COLLECTOR	Tax Collections - Interest	77.56		338,316.93
1/24/2018	2766	ALL AMERICAN LAWN & TREE SPECIALIST, INC	Irrigation Repairs		457.68	337,859.25
1/24/2018	2767	PATRICK LARRABEE	Travel - November		121.07	337,738.18
<b>EOM</b>	<b>BALANCE</b>			<b>7,133.53</b>	<b>21,402.64</b>	<b>337,738.18</b>
2/1/2018	2768	DPFG MANAGEMENT & CONSULTING, LLC	CDD/Field Mgmt - February		5,124.99	332,613.19
2/1/2018	2769	WILLIS OF ALABAMA, INC	Insurance		2,523.00	330,090.19
2/2/2018	2770	TECO	Electricity		2,872.20	327,217.99
2/2/2018	2771	TECO	12/1-1/3 - 10650 Paul Creek Way		1,129.16	326,088.83
2/6/2018	2772	ALL AMERICAN LAWN & TREE SPECIALIST, INC	Landscape		8,517.00	317,571.83
2/6/2018	2773	AQUATIC SYSTEMS, INC	Lake & Pond Maint - February		479.00	317,092.83
2/6/2018	2774	TERMINIX	Pest Control - January		53.00	317,039.83
2/9/2018	2775	Bright House	2/10-3/9 - Internet		159.27	316,880.56
2/9/2018	2776	DPFG FIELD SERVICES, INC	1/14-2/10 - Field P/R		1,722.55	315,158.01
2/9/2018	2777	STRALEY ROBIN VERICKER	Legal Svcs thru 1/15/18		537.50	314,620.51
2/9/2018	2778	TECO	Electricity		3,490.95	311,129.56
2/9/2018	2779	VENTURESIN.COM, INC.	Web Site Hosting - February		60.00	311,069.56
2/12/2018	20180102	PAYCHEX	P/R Svs Fee		132.00	310,937.56
2/14/2018	2780	PATRICK LARRABEE	Travel - December		125.40	310,812.16
2/21/2018	2781	ALL AMERICAN LAWN & TREE SPECIALIST, INC	Irrigation Repairs		2,369.69	308,442.47
2/21/2018	2782	H 2 Pool Services	Pool Maint - February		1,550.00	306,892.47
2/21/2018	2783	Poop 911	Pest Waste Removal		635.26	306,257.21
2/21/2018	2784	Critical Intervention Services Inc	CCTV Monitoring - February		300.00	305,957.21
2/22/2018	2785	PARK CREEK CDD C/O US BANK	Tax Collection Distribution c/o US Bank		2,199.35	303,757.86
2/22/2018	2786	PARK CREEK CDD C/O US BANK	Tax Collection Distribution c/o US Bank		1,129.07	302,628.79
<b>EOM</b>	<b>BALANCE</b>			<b>-</b>	<b>35,109.39</b>	<b>302,628.79</b>
3/1/2018	2788	DPFG MANAGEMENT & CONSULTING, LLC	CDD/Field Mgmt - March		5,124.99	297,503.80
3/2/2018	2789	Critical Intervention Services Inc	CCTV Monitoring - March		300.00	297,203.80
3/2/2018	2790	TECO	Electricity		1,202.24	296,001.56
3/6/2018		HILLSBOROUGH COUNTY TAX COLLECTOR	2/1-2/28 - Tax Collections	5,375.79		301,377.35
3/7/2018		Park Creek CDD GF	Key Fobs	40.00		301,417.35
3/12/2018	2792	ALL AMERICAN LAWN & TREE SPECIALIST, INC	Landscape Maint - March		7,807.00	293,610.35
3/12/2018	2793	AQUATIC SYSTEMS, INC	Lake & Pond Maint - March		479.00	293,131.35
3/12/2018	2794	BOCC	1/12-2/13 - 10316 Riverdale Rise Dr		123.20	293,008.15
3/12/2018	2795	Bright House	3/10-4/9 - Internet		159.27	292,848.88
3/12/2018	2796	Cistech Inc.	Key Cards		197.55	292,651.33

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DATE	CK NO.	PAYEE	TRANSACTION	DEPOSIT	DISBURSMT	BALANCE
3/12/2018	2797	DPFG FIELD SERVICES, INC	2/11-3/24 - Field P/R		2,265.90	290,385.43
3/12/2018	2798	Reed Electric, LLC	Misc. Lighting Repairs		70.00	290,315.43
3/12/2018	2799	STRALEY ROBIN VERICKER	Legal Svcs thru 2/15/18		823.79	289,491.64
3/12/2018	2800	TECO	Electricity		3,369.05	286,122.59
3/12/2018	2801	VENTURESIN.COM, INC.	Web Site Hosting - March		60.00	286,062.59
3/20/2018	2802	PARK CREEK CDD C/O US BANK	Tax Collection Distribution c/o US Bank		1,670.41	284,392.18
3/20/2018	2803	PARK CREEK CDD C/O US BANK	Tax Collection Distribution c/o US Bank		857.54	283,534.64
3/21/2018	2804	H 2 Pool Services	Pool Maint - March		1,550.00	281,984.64
3/26/2018	2805	PATRICK LARRABEE	Travel - January		131.07	281,853.57
3/26/2018		Park Creek CDD GF	Key Fob	10.00		281,863.57
3/29/2018		PAYCHEX.	Paychex Refund	41.20		281,904.77
3/29/2018	ACH03292018	PAYCHEX	P/R Fee		55.50	281,849.27
3/29/2018	20046	Ira D Draper	BOS Mtg - 3/6/18		184.70	281,664.57
3/29/2018	20047	Michael S. Lawson	BOS Mtg - 3/6/18		184.70	281,479.87
3/29/2018	20048DD	LORI PRICE	BOS Mtg - 3/6/18		184.70	281,295.17
3/29/2018	ACH03292018	PAYCHEX	BOS Mtg - 3/6/18		91.80	281,203.37
<b>EOM</b>	<b>BALANCE</b>			<b>5,466.99</b>	<b>26,892.41</b>	<b>281,203.37</b>
4/1/2018	2806	DPFG MANAGEMENT & CONSULTING, LLC	CDD/Field Mgmt - April		5,124.99	276,078.38
4/1/2018	2808	STANTEC CONSULTING SERVICES	Engineering Svcs thru 3/16/18		507.50	275,570.88
4/1/2018	2809	TECO	2/1-3/2 - 10650 Paul Creek Way		31.10	275,539.78
4/2/2018	2810	TECO	2/1-3/1 - 10650 Paul Creek Way		1,171.55	274,368.23
4/9/2018	2811	AQUATIC SYSTEMS, INC	Lake & Pond Maint - April		479.00	273,889.23
4/9/2018	2812	BOCC	2/13-3/14 - 10316 Riverdale Rise Dr		81.23	273,808.00
4/9/2018	2813	DPFG FIELD SERVICES, INC	3/26-4/21 - Field P/R		1,530.26	272,277.74
4/9/2018	2814	VENTURESIN.COM, INC.	Web Site Hosting - April		60.00	272,217.74
4/12/2018	2815	ALL AMERICAN LAWN & TREE SPECIALIST, INC	Landscape Maint - April & Irrigation Repairs		8,201.87	264,015.87
4/12/2018	2816	Bright House	4/10-5/9 - Internet		159.27	263,856.60
4/12/2018	2817	Critical Intervention Services Inc	CCTV Monitoring - April		300.00	263,556.60
4/12/2018	2818	TECO	3/2-4/2 - Streetlighting		4,612.28	258,944.32
4/13/2018	2819	ALL AMERICAN LAWN & TREE SPECIALIST, INC	Irrigation Repairs		367.52	258,576.80
4/18/2018	ACH04182018	Deluxe Bus Systems	Checks		118.60	258,458.20
4/20/2018	2820	Poop 911	Pet Waste Removal - Feb-Mar		635.26	257,822.94
<b>EOM</b>	<b>BALANCE</b>			<b>-</b>	<b>23,380.43</b>	<b>257,822.94</b>
5/1/2018	2821	DPFG MANAGEMENT & CONSULTING, LLC	CDD/Field Mgmt - May		5,124.99	252,697.95
5/4/2018	2822	ALL AMERICAN LAWN & TREE SPECIALIST, INC	Irrigation Repairs		216.70	252,481.25
5/4/2018		TERMINIX.	Refund	212.00		252,693.25
5/4/2018	2823	ALL AMERICAN LAWN & TREE SPECIALIST, INC	Landscape Maint - May		7,807.00	244,886.25
5/4/2018	2824	AQUATIC SYSTEMS, INC	Lake & Pond Maint - May		479.00	244,407.25
5/4/2018	2825	BOCC	3/14-4/12 - 10316 Riverdale Rise Dr		326.77	244,080.48
5/4/2018	2826	Critical Intervention Services Inc	5/1-5/31 - CCTV Monitoring		300.00	243,780.48
5/4/2018	2827	PATRICK LARRABEE	Travel - February		100.66	243,679.82
5/4/2018	2828	STRALEY ROBIN VERICKER	Legal Svcs thru 4/15/18		288.00	243,391.82
5/4/2018	2829	VENTURESIN.COM, INC.	Web Site Hosting - May		60.00	243,331.82
5/7/2018	2830	Mike Fayad	Travel - Feb-Mar		142.73	243,189.09
5/7/2018	2831	Mike Fayad	Travel - April		168.02	243,021.07
5/8/2018		Park Creek CDD GF	Key Fob	10.00		243,031.07
5/9/2018		Hillsborough Tax Collector	4/1-4/30/18 - Tax Collections	2,796.50		245,827.57
5/9/2018	2832	H 2 Pool Services	Pool Maint - April-May		3,100.00	242,727.57
5/10/2018	ACH20180426	PAYCHEX	Qtr Fee		10.00	242,717.57
5/11/2018	2833	Bright House	5/10-6/9 - Internet		159.27	242,558.30
5/11/2018	2834	DPFG FIELD SERVICES, INC	4/22-5/19 - Field P/R		1,521.30	241,037.00
5/11/2018	2835	TECO	4/18-5/1 - 10601 Tucker Jones Road - New		157.55	240,879.45
5/15/2018	2836	TAMPA BAY MITIGATION, LLC	Marsh Land Mitigation		5,000.00	235,879.45
5/16/2018	2837	Cistech Inc.	Install Power Supply for CCTV		159.99	235,719.46
5/16/2018	2838	ALL AMERICAN LAWN & TREE SPECIALIST, INC	Irrigation Repairs		95.75	235,623.71
5/21/2018	2839	TERMINIX	Pest Control - Feb-Mar		106.00	235,517.71
5/21/2018	2840	PARK CREEK CDD C/O US BANK	Tax Collection Distribution c/o US Bank		868.95	234,648.76
5/21/2018	2842	PARK CREEK CDD C/O US BANK	Tax Collection Distribution c/o US Bank		446.09	234,202.67
5/24/2018	2843	BOCC	4/12-5/11 - 10316 Riverdale Rise Dr		218.85	233,983.82
5/24/2018	2844	Cistech Inc.	Pool Cards		98.77	233,885.05
5/24/2018	2845	HAMILTON ENGINEERING & SURVEYING, INC	Mitigation Monitoring		750.00	233,135.05
5/24/2018	2846	VENTURESIN.COM, INC.	Domain Name Renewal		17.99	233,117.06
5/31/2018	2847	STRALEY ROBIN VERICKER	Legal Svcs thru 5/15/18		155.00	232,962.06
<b>EOM</b>	<b>BALANCE</b>			<b>3,018.50</b>	<b>27,879.38</b>	<b>232,962.06</b>
6/1/2018	2848	DPFG MANAGEMENT & CONSULTING, LLC	CDD/Field Mgmt - June		5,124.99	227,837.07
6/4/2018	2849	Mike Fayad	Travel - May		135.27	227,701.80
6/8/2018		Hillsborough Tax Collector	5/1-5/31/18 - Tax Collections	2,330.62		230,032.42
6/11/2018	2850	ALL AMERICAN LAWN & TREE SPECIALIST, INC	Landscape Maint - June		7,807.00	222,225.42
6/11/2018	2851	AQUATIC SYSTEMS, INC	Lake & Pond Maint - June		479.00	221,746.42
6/11/2018	2852	Critical Intervention Services Inc	CCTV Monitoring - June		300.00	221,446.42

# CHECK REGISTER

FY 2018

DATE	CK NO.	PAYEE	TRANSACTION	DEPOSIT	DISBURSMT	BALANCE
6/11/2018	2853	DPFG FIELD SERVICES, INC	5/19-6/16 - Field P/R		1,731.93	219,714.49
6/11/2018	2854	H 2 Pool Services	Pool Maint - June		1,550.00	218,164.49
6/11/2018	2855	Poop 911	Pet Waste Removal - April		317.63	217,846.86
6/11/2018	2856	STANTEC CONSULTING SERVICES	Engineering Svcs thru 5/25/18		275.00	217,571.86
6/11/2018	2857	TAMPA BAY TIMES	Legal Ad		365.00	217,206.86
6/11/2018	2858	Mike Fayad	Travel - May		69.30	217,137.56
6/11/2018	2859	PATRICK LARRABEE	Travel - March		14.82	217,122.74
6/12/2018	2860	PATRICK LARRABEE	Travel - April		24.25	217,098.49
6/13/2018	2861	Bright House	6/10-7/9- Internet		159.27	216,939.22
6/13/2018	2862	TECO	5/2-5/31 - Electricity		728.80	216,210.42
6/15/2018		Hillsborough Tax Collector	Tax Certificate Sale	12,118.99		228,329.41
6/21/2018	2863	DIBARTOLOMEO, McBEE, HARTLEY & BARN	Audit FY 2017		2,400.00	225,929.41
6/21/2018	2864	FLORIDA DEPT OF HEALTH-HILLSBOROUGH CTY	Pool Permit		275.00	225,654.41
6/21/2018	2865	Ira D Draper	Travel - BOS Mtg - 6/14/18		3.27	225,651.14
6/21/2018	2866	TECO	5/2-5/31 - 10601 Tucker Jones Road		20.45	225,630.69
6/22/2018	2867	TERMINIX	Pest Control - May		55.00	225,575.69
6/22/2018	2868	VENTURESIN.COM, INC.	Web Site Hosting - June		60.00	225,515.69
6/22/2018	ACH06222018	PAYCHEX	P/R Fee		47.20	225,468.49
6/22/2018	20050	Michael S. Lawson	BOS Mtg - 6/14/18		184.70	225,283.79
6/22/2018	20049	Ira D Draper	BOS Mtg - 6/14/18		184.70	225,099.09
6/22/2018	20051DD	LORI PRICE	BOS Mtg - 6/14/18		184.70	224,914.39
6/22/2018	ACH06222018	PAYCHEX	BOS Mtg - 6/14/18		91.80	224,822.59
6/25/2018	2869	BOCC	5/11-6/13 - 10316 Riverdale Rise Dr (Increased Activity)		563.58	224,259.01
6/27/2018	2870	TERMINIX	Pest Control - April		53.00	224,206.01
6/28/2018		Park Creek CDD GF	Key Fob	25.00		224,231.01
<b>EOM</b>	<b>BALANCE</b>			<b>14,474.61</b>	<b>23,205.66</b>	<b>224,231.01</b>
7/1/2018	2871	Critical Intervention Services Inc	CCTV Monitoring - July		300.00	223,931.01
7/1/2018	2872	DPFG MANAGEMENT & CONSULTING, LLC	CDD/Field Mgmt - July		5,124.99	218,806.02
7/5/2018	2873	ALL AMERICAN LAWN & TREE SPECIALIST, INC	Landscape Maint - July		7,807.00	210,999.02
7/5/2018	2874	AQUATIC SYSTEMS, INC	Lake & Pond Maint - July		479.00	210,520.02
7/5/2018	2875	Earth Tech Property Solutions	Pest Control - June		120.00	210,400.02
7/5/2018	2876	Mike Fayad	Travel - June		112.27	210,287.75
7/5/2018	2877	STRALEY ROBIN VERICKER	Legal Svcs thru 6/15/18		516.45	209,771.30
7/5/2018	2878	TAMPA PRINT SERVICES, INC.	Mass Mailing		503.70	209,267.60
7/5/2018	2879	VENTURESIN.COM, INC.	Web Site Hosting - July		60.00	209,207.60
7/10/2018	2880	Bright House	7/10-8/10 - Internet		159.27	209,048.33
7/10/2018	2881	H 2 Pool Services	Pool Maint - July		1,550.00	207,498.33
7/11/2018	2882	DPFG FIELD SERVICES, INC	6/17-7/14 - Field P/R		1,731.93	205,766.40
7/11/2018	2883	Ira D Draper	Travel - BOS Mtg - 7/10/18		3.27	205,763.13
7/11/2018	2884	TECO	6/1-6/29-Streetlighting & Electricity		3,460.65	202,302.48
7/13/2018	2885	Mike Fayad	Travel - July		167.48	202,135.00
7/16/2018	2886	Poop 911	Pet Waste Removal - June		317.63	201,817.37
7/18/2018	ACH07182018	PAYCHEX	P/R Fee		57.20	201,760.17
7/18/2018	20052	Ira D Draper	BOS Mtg - 7/10/18		184.70	201,575.47
7/18/2018	20053	Michael S. Lawson	BOS Mtg - 7/10/18		184.70	201,390.77
7/18/2018	20054DD	LORI PRICE	BOS Mtg - 7/10/18		184.70	201,206.07
7/18/2018	ACH07182018	PAYCHEX	BOS Mtg - 7/10/18		91.80	201,114.27
7/24/2018	2887	Cistech Inc.	Key Fobs		776.00	200,338.27
7/24/2018	2888	STRALEY ROBIN VERICKER	Legal Svcs thru 7/15/18		336.50	200,001.77
7/25/2018	2889	PANTHER TRACE I	Meeting Room - 6/13/18		6.25	199,995.52
7/26/2018			Rental	75.00		200,070.52
7/27/2018	2890	TAMPA PRINT SERVICES, INC.	Mass Mailing		368.86	199,701.66
7/31/2018	2891	ALL AMERICAN LAWN & TREE SPECIALIST, INC	Irrigation Repairs		459.92	199,241.74
7/31/2018	2892	BOCC	6/13-7/13 - 10316 Riverdale Rise Dr		243.18	198,998.56
7/31/2018	2893	Business Observer	Legal Ad		190.31	198,808.25
<b>EOM</b>	<b>BALANCE</b>			<b>75.00</b>	<b>25,497.76</b>	<b>198,808.25</b>

**EXHIBIT 3.**

## **RESOLUTION 2018-03**

### **THE ANNUAL APPROPRIATION RESOLUTION OF THE PARK CREEK COMMUNITY DEVELOPMENT DISTRICT (“DISTRICT”) RELATING TO THE ANNUAL APPROPRIATIONS AND ADOPTING THE BUDGET FOR THE FISCAL YEAR BEGINNING OCTOBER 1, 2018, AND ENDING SEPTEMBER 30, 2019; AND PROVIDING AN EFFECTIVE DATE.**

**WHEREAS**, the District Manager has, prior to the fifteenth (15<sup>th</sup>) day in June, 2018, submitted to the Board of Supervisors (“**Board**”) a proposed budget for the next ensuing budget year along with an explanatory and complete financial plan for each fund of the District, pursuant to the provisions of Section 190.008(2)(a), Florida Statutes; and

**WHEREAS**, at least sixty (60) days prior to the adoption of the proposed annual budget (“**Proposed Budget**”), the District filed a copy of the Proposed Budget with the local governing authorities having jurisdiction over the area included in the District pursuant to the provisions of Section 190.008(2)(b), Florida Statutes; and

**WHEREAS**, the Board set August 30, 2018, as the date for a public hearing thereon and caused notice of such public hearing to be given by publication pursuant to Section 190.008(2)(a), Florida Statutes; and

**WHEREAS**, the District Manager posted the Proposed Budget on the District’s website at least two days before the public hearing; and

**WHEREAS**, Section 190.008(2)(a), Florida Statutes, requires that, prior to October 1, of each year, the District Board by passage of the Annual Appropriation Resolution shall adopt a budget for the ensuing fiscal year and appropriate such sums of money as the Board deems necessary to defray all expenditures of the District during the ensuing fiscal year; and

**WHEREAS**, the District Manager has prepared a Proposed Budget, whereby the budget shall project the cash receipts and disbursements anticipated during a given time period, including reserves for contingencies for emergency or other unanticipated expenditures during the fiscal year.

### **NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF SUPERVISORS OF THE PARK CREEK COMMUNITY DEVELOPMENT DISTRICT:**

#### **Section 1. Budget**

- a. That the Board of Supervisors has reviewed the District Manager’s Proposed Budget, a copy of which is on file with the office of the District Manager and at the District’s Records Office, and hereby approves certain amendments thereto, as shown in Section 2 below.

- b. That the Proposed Budget, attached hereto as **Exhibit “A,”** as amended by the Board, is hereby adopted in accordance with the provisions of Section 190.008(2)(a), Florida Statutes, and incorporated herein by reference; provided, however, that the comparative figures contained in the adopted budget may be subsequently revised as deemed necessary by the District Manager to reflect actual revenues and expenditures for fiscal year 2017/2018 and/or revised projections for fiscal year 2018/2019.
- c. That the adopted budget, as amended, shall be maintained in the office of the District Manager and at the District’s Records Office and identified as the “Budget for the Park Creek Community Development District for the Fiscal Year Beginning October 1, 2018, and Ending September 30, 2019,” as adopted by the Board of Supervisors on August 23, 2018.
- d. The final adopted budget shall be posted by the District Manager on the District’s official website within thirty (30) days after adoption.

## **Section 2. Appropriations**

There is hereby appropriated out of the revenues of the District, for the fiscal year beginning October 1, 2018, and ending September 30, 2019, the sum of \$ \_\_\_\_\_ to be raised by the levy of assessments and otherwise, which sum is deemed by the Board to be necessary to defray all expenditures of the District during said budget year, to be divided and appropriated in the following fashion:

TOTAL GENERAL FUND	\$ _____
TOTAL DEBT SERVICE FUNDS	\$ _____
TOTAL ALL FUNDS	\$ _____ *

\*Not inclusive of any collection costs.

## **Section 3. Budget Amendments**

Pursuant to Section 189.016, Florida Statutes, the District at any time within the fiscal year or within 60 days following the end of the fiscal year may amend its budget for that fiscal year as follows:

- a. The Board may authorize an increase or decrease in line item appropriations within a fund by motion recorded in the minutes if the total appropriations of the fund do not increase.
- b. The District Manager or Treasurer may authorize an increase or decrease in line item appropriations within a fund if the total appropriations of the fund do not



increase and if the aggregate change in the original appropriation item does not exceed \$10,000 or 10% of the original appropriation.

- c. By resolution, the Board may increase any appropriation item and/or fund to reflect receipt of any additional unbudgeted monies and make the corresponding change to appropriations or the unappropriated balance.
- d. Any other budget amendments shall be adopted by resolution and consistent with Florida law.

The District Manager or Treasurer must establish administrative procedures to ensure that any budget amendments are in compliance with this Section 3 and Section 189.016 of the Florida Statutes, among other applicable laws. Among other procedures, the District Manager or Treasurer must ensure that any amendments to budget(s) under subparagraphs c. and d. above are posted on the District's website within 5 days after adoption.

**Section 4. Effective Date.**

This Resolution shall take effect upon the passage and adoption of this Resolution by the Board of Supervisors of the Park Creek Community Development District.

**PASSED AND ADOPTED THIS 23RD DAY OF AUGUST, 2018.**

**ATTEST:**

**PARK CREEK COMMUNITY  
DEVELOPMENT DISTRICT**

By: \_\_\_\_\_  
Name: \_\_\_\_\_  
Assistant Secretary

By: \_\_\_\_\_  
Michael Lawson  
Chair of the Board of Supervisors

**Exhibit A: 2018/2019 Budget**

**STATEMENT 1**  
**PARK CREEK CDD - FY 2019 PROPOSED GENERAL FUND BUDGET**

	<b>FY 2016 ACTUAL</b>	<b>FY 2017 ACTUAL</b>	<b>FY 2018 ADOPTED</b>	<b>FY 2018 OCT- MAR</b>	<b>FY 2019 PROPOSED</b>	<b>VARIANCE 2018-2019</b>
<b>I. REVENUE</b>						
GENERAL FUND REVENUES	\$ 190,741	\$ 298,624	\$ 427,589	\$ 293,600	\$ 448,345	\$ 20,756
OFF ROLL FUNDING	185,272	-	-	132,327	-	-
MISC REVENUE	1,447	125,980	-	320	-	-
<b>TOTAL REVENUE</b>	<b>377,460</b>	<b>424,604</b>	<b>427,589</b>	<b>426,247</b>	<b>448,345</b>	<b>20,756</b>
<b>II. EXPENDITURES</b>						
<b>GENERAL ADMINISTRATIVE</b>						
SUPERVISORS COMPENSATION	5,600	3,600	8,000	1,200	8,000	-
PAYROLL TAXES	428	275	612	92	612	-
PAYROLL SERVICES	385	347	457	121	673	216
MANAGEMENT CONSULTING SERVICES	21,000	21,000	24,000	12,000	24,000	-
PLANNING , COORDINATING & CONTRACT SRVCS	24,000	24,000	24,000	12,000	24,000	-
ADMINISTRATIVE SERVICES	5,500	5,500	5,500	2,750	5,500	-
BANK FEES	25	104	100	-	100	-
MISCELLANEOUS	532	2,960	250	6	250	-
AUDITING SERVICES	2,500	2,350	2,400	-	2,400	-
SUPERVISOR TRAVEL PER DIEM	8	-	100	-	100	-
REGULATORY AND PERMIT FEES	175	175	175	175	175	-
LEGAL ADVERTISEMENTS	1,656	1,976	750	187	750	-
ENGINEERING SERVICES	823	1,779	4,500	508	4,500	-
LEGAL SERVICES	6,460	6,135	5,000	1,877	5,000	-
WEBSITE HOSTING	983	737	720	360	720	-
<b>TOTAL GENERAL ADMINISTRATIVE</b>	<b>70,075</b>	<b>70,938</b>	<b>76,564</b>	<b>31,276</b>	<b>76,780</b>	<b>216</b>
<b>INSURANCE</b>						
INSURANCE-PROPERTY, GENERAL LIABILITY, PROF.	<b>21,990</b>	<b>21,277</b>	<b>23,405</b>	<b>23,162</b>	<b>25,478</b>	<b>2,073</b>
<b>DEBT ADMINISTRATION:</b>						
DISSEMINATION AGENT	10,000	6,500	10,000	6,500	6,500	(3,500)
PERFORMANCE & WARRANTY BOND	2,500	2,500	2,500	2,500	-	(2,500)
TRUSTEE FEES	8,621	5,926	8,700	5,926	6,520	(2,180)
ARBITRAGE	1,300	-	1,250	-	-	(1,250)
<b>TOTAL DEBT ADMINISTRATION</b>	<b>3,000</b>	<b>14,926</b>	<b>22,450</b>	<b>14,926</b>	<b>13,020</b>	<b>(9,430)</b>
<b>PHYSICAL ENVIRONMENT EXPENDITURES:</b>						
COMPREHENSIVE FIELD TECH SERVICES	-	-	5,000	9,022	16,200	11,200
FIELD SERVICE TECH	14,759	15,383	7,252	2,500	-	(7,252)
FIELD TRAVEL EXPENSE	-	2,760	1,400	418	-	(1,400)
STREETPOLE LIGHTING	42,194	44,504	46,800	19,496	46,800	-
ELECTRICITY (IRRIGATION & POND PUMPS)	7,988	1,982	9,600	1,266	3,300	(6,300)
WATER (Hillsborough County & purchase from well)	1,318	-	16,800	-	-	(16,800)
LANDSCAPING MAINTENANCE	61,312	74,722	74,514	44,122	111,672	37,158
LANDSCAPE REPLINISHMENT	68,495	29,938	24,549	11,654	3,000	(21,549)
IRRIGATION MAINTENANCE	11,197	13,670	10,240	6,847	3,000	(7,240)
LANDSCAPE MAINTENANCE - PHASE 3	-	3,500	10,000	-	21,354	11,354
TREE TRIMMING	-	7,500	-	-	-	-
NPDES	4,650	3,150	6,300	-	-	(6,300)
PET WASTE REMOVAL	1,708	3,128	2,220	1,906	3,816	1,596
POWER SWEEP	250	-	1,000	-	-	(1,000)
STORMWATER DRAINAGE	7,177	2,381	7,500	-	-	(7,500)
ENVIRONMENTAL MITIGATION & POND MAINT.	13,140	1,950	3,100	-	-	(3,100)
POND MAINTENANCE	63,668	4,608	7,000	2,874	6,000	(1,000)

**STATEMENT 1**  
**PARK CREEK CDD - FY 2019 PROPOSED GENERAL FUND BUDGET**

	<b>FY 2016 ACTUAL</b>	<b>FY 2017 ACTUAL</b>	<b>FY 2018 ADOPTED</b>	<b>FY 2018 OCT- MAR</b>	<b>FY 2019 PROPOSED</b>	<b>VARIANCE 2018-2019</b>
POND MOWING - GRANDVIEW	-	8,225	14,600	-	-	(14,600)
POND EROSION	3,800	-	-	-	-	-
SECURITY MONITORING	1,800	4,855	3,600	1,800	3,600	-
SECURITY PATROL	-	6,588	-	-	-	-
SECURITY CLICKERS & FOBS	786	441	1,500	-	2,000	500
ENTRANCE WALL REPAIR	1,750	-	2,000	-	-	(2,000)
HOLIDAY LIGHTS	-	-	5,000	5,000	5,000	-
MISC. FIELD	-	6,585	-	198	-	-
FIELD CONTINGENCY	1,523	-	2,500	710	40,000	37,500
<b>TOTAL PHYSICAL ENVIRONMENT EXPENDITURES</b>	<b>307,515</b>	<b>235,870</b>	<b>262,475</b>	<b>107,813</b>	<b>265,742</b>	<b>3,267</b>
<b>AMENITY CENTER OPERATIONS</b>						
POOL SERVICE CONTRACT	7,950	8,400	7,200	5,400	10,800	3,600
POOL MAINTENANCE & REPAIRS	3,217	400	2,500	4,050	2,500	-
POOL PERMIT	275	275	275	-	275	-
AMENITY MANAGEMENT	-	-	3,000	1,500	4,500	1,500
AMENITY CENTER CLEANING & MAINTENANCE	5,785	8,560	7,200	3,900	7,800	600
AMENITY CENTER INTERNET	1,776	1,855	1,920	1,006	2,100	180
AMENITY CENTER ELECTRICITY	-	6,251	9,000	2,987	8,400	(600)
AMENITY CENTER WATER	-	1,326	3,600	429	3,600	-
AMENITY CENTER PEST CONTROL	1,290	636	900	318	1,800	900
REFUSE SERVICE	-	-	1,000	-	1,000	-
LANDSCAPE MAINTENANCE	-	-	-	-	8,200	8,200
INFILL PLANTING	-	-	-	-	10,000	10,000
MISC. AMENITY CENTER OPERATIONS	-	5,415	2,500	70	6,350	3,850
<b>TOTAL AMENITY CENTER OPERATIONS</b>	<b>20,293</b>	<b>33,118</b>	<b>39,095</b>	<b>19,660</b>	<b>67,325</b>	<b>28,230</b>
<b>RESERVES</b>						
RESERVE STUDY		3,200	3,600	-	-	(3,600)
<b>TOTAL EXPENDITURES</b>	<b>422,873</b>	<b>379,329</b>	<b>427,589</b>	<b>196,837</b>	<b>448,345</b>	<b>20,756</b>
<b>III. EXCESS OF REVENUE OVER (UNDER)</b>						
<b>EXPENDITURES</b>	<b>(45,413)</b>	<b>45,275</b>	<b>-</b>	<b>229,410</b>	<b>-</b>	<b>-</b>
FUND BALANCE - BEGINNING	19,552	(25,861)	19,414	19,414	19,414	-
<b>FUND BALANCE - ENDING</b>	<b>\$ (25,861)</b>	<b>\$ 19,414</b>	<b>\$ 19,414</b>	<b>\$ 248,824</b>	<b>\$ 19,414</b>	<b>\$ -</b>

**STATEMENT 2**  
**PARK CREEK CDD**  
**FY 2019 PROPOSED BUDGET - GENERAL FUND (O&M) ALLOCATION**

**1. ERU Assignment, Ranking and Calculation**

Lot Width	Units	ERU	Total ERU	% ERU
50	177	1.0	177.0	46.92%
60	154	1.2	184.8	48.99%
70	11	1.4	15.4	4.08%
<b>Total</b>	<b>342</b>		<b>377.2</b>	<b>100.00%</b>

**2. O&M Assessment Requirement ("AR")**

AR = Total Expenditures - NET:	\$ 448,345
Plus: Early Payment Discount (4%)	19,079
Plus: County Collection Charges (2%)	9,539
Total Assessment (Gross Expenditures)	\$ 476,963
Total ERU:	377.2
Total AR / ERU - net:	\$1,189
Total AR / ERU - gross:	\$1,264

**3. Current FY - Allocation of AR (Difference Due to Rounding) & O&M Assmt.**

Lot Width	Units	ERU	NET Assmt/Unit	Total NET Assmt	GROSS Assmt/Unit
50'	177	1.0	\$1,189	\$210,385	\$1,264
60'	154	1.2	\$1,426	\$219,656	\$1,517
70'	11	1.4	\$1,664	\$18,305	\$1,770
<b>Total</b>	<b>342</b>			<b>\$448,345</b>	

**4. Prior FY - Allocation of AR (Difference Due to Rounding) & O&M Assmt.**

Lot Width	Units	ERU	NET Assmt/Unit	Total NET Assmt	GROSS Assmt/Unit
50'	179	1.0	\$1,125	\$201,417	\$1,223
60'	76	1.2	\$1,350	\$102,621	\$1,468
70'	67	1.4	\$1,575	\$105,547	\$1,712
100'	8	2.0	\$2,250	\$18,004	\$2,446
<b>Total</b>	<b>330</b>			<b>\$427,589</b>	

**5. Difference between Prior FY and Current FY Per Lot**

Lot Width	Units	ERU	Difference	% Change
50'	179	1.0	\$63	6%
60'	76	1.2	\$76	6%
70'	67	1.4	\$89	6%

**STATEMENT 3  
PARK CREEK CDD  
FY 2019 PROPOSED BUDGET**

FINANCIAL STATEMENT CATEGORY	SERVICE PROVIDER (VENDOR)	ANNUAL AMOUNT OF CONTRACT	COMMENTS (SCOPE OF SERVICE)
<b>EXPENDITURES ADMINISTRATIVE:</b>			
SUPERVISORS COMPENSATION		\$ 8,000	Estimated 5 Supervisors to be in attendance for 12 meetings. Chapter 190 of the Florida Statute allows for \$200 per meeting
PAYROLL TAXES		\$ 612	Payroll taxes for Supervisor Compensation ; 7.65% of Payroll
PAYROLL SERVICES		\$ 673	Approximately \$54 per payroll and 1x yearly fee of \$25
MANAGEMENT CONSULTING SRVS	DPFG	\$ 24,000	The District receives Management & Accounting services as part of the agreement;
PLANNING, COORDINATING & CONTRACT SERVICES	DPFG	\$ 24,000	Governmental agency coordination, construction & maintenance contract administration, technical and engineering support services associated with maintenance & construction of District infrastructure
ADMINISTRATIVE SERVICES	DPFG	\$ 5,500	The District receives administrative services as part of the agreement, approximates
BANK FEES	BANK UNITED	\$ 100	Bank fees associated with maintaining the District's bank accounts
MISCELLANEOUS		\$ 250	Miscellaneous as needed for General Administrative expenditures that are not appropriated in any other line items
AUDITING SERVICES	Debateleleo	\$ 2,400	State law requires the District to undertake an annual independent audit. The budgeted amount for the fiscal year is based on contracted fees from an existing engagement letter
SUPERVISOR TRAVEL PER DIEM		\$ 100	Reimbursement to Board Supervisors for travel to District Meetings
REGULATORY AND PERMIT FEES	Florida DEO	\$ 175	The District is required to pay an annual fee of \$175 to the Department of Economic Opportunity
LEGAL ADVERTISEMENTS	TIME PUBLISHING	\$ 750	The District is required to advertise various notices for monthly Board meetings and other public hearings in a newspaper of general circulation.
ENGINEERING SERVICES	STANTEC	\$ 4,500	Provides general engineering services to District, i.e. attendance & preparation for monthly board meetings and other specifically requested assignments
LEGAL SERVICES	STRALEY, ROBIN, VERICKER	\$ 5,000	Provides general legal services, review of contracts, agreements and other research assigned and directed by the Board and District Manager
WEBSITE HOSTING		\$ 720	\$60 Monthly, required by Florida Statute to maintain a District website

**STATEMENT 3  
PARK CREEK CDD  
FY 2019 PROPOSED BUDGET**

FINANCIAL STATEMENT CATEGORY	SERVICE PROVIDER (VENDOR)	ANNUAL AMOUNT OF CONTRACT	COMMENTS (SCOPE OF SERVICE)
<b>INSURANCE:</b>			
INSURANCE (Liability, Property, Casualty, Bridge)	EGIS	\$ 25,478	Annual, for general liability, property and officer and director insurance
<b>EXPENDITURES DEBT ADMINISTRATION:</b>			
DISSEMINATION AGENT	LERNER SERVICES	\$ 6,500	Dissemination to facilitate District compliance with Securities & Exchange Commision continuing disclosure
PERFORMANCE & WARRANTY BOND		\$ -	
TRUSTEE FEES	US BANK	\$ 6,520	Confirmed amount with Trustee to maintain the District's bond funds that are on deposit for the Series 2013 and 2014
ARBITRAGE	LLS Services	\$ -	Small issuer exception. Arbitrage not required
<b>PHYSICAL ENVIRONMENT EXPENDITURES:</b>			
COMPREHENSIVE FIELD TECH SERVICES		\$ 16,200	Directs day to day operations of District and oversees Field Tech Services. Schedule vendors and inspect their work, interact with new homeowners, coordinate general security, manage RFP process for ongoing maintenance, prepare monthly written reports to the Board, including mileage costs for Field Tech.
STREETPOLE LIGHTING	TECO	\$ 46,800	102 streetpole lights, avg \$3,900 month
ELECTRICITY (IRRIGATION & POND PUMPS)	TECO	\$ 3,300	Electric utilities to maintain irrigaiton system & pond pumps
WATER (PURCHASED FROM WELL)		\$ -	Reclaimed and potable
LANDSCAPING MAINTENANCE	ALL-AMERICAN LAWN&TREE	\$ 111,672	ALL AMERICAN EXPIRES 8/2019. General services:\$53,286. Turf Care \$8,826. Horticulture Care - \$4,690. Mulch \$8,961, Flowers \$5,909. \$30,000 for Tucker Jones Rd.
LANDSCAPING REPLENISHMENT	ALL-AMERICAN LAWN&TREE	\$ 3,000	Replacement of plant material not included in base contract
IRRIGATION MAINTENANCE	ALL-AMERICAN LAWN&TREE	\$ 3,000	Monthly irrigation maintenance.
LANDSCAPE MAINTENANCE - PHASE 3B and 3B-2		\$ 21,354	Two ponds, area behind fence TG Rd.
TREE TRIMMING	ALL-AMERICAN LAWN&TREE	\$ -	Elevating trees under 8' clearance
NPDES (National Pollutant Discharge Elimination System)	GENESIS	\$ -	not needed

**STATEMENT 3  
PARK CREEK CDD  
FY 2019 PROPOSED BUDGET**

FINANCIAL STATEMENT CATEGORY	SERVICE PROVIDER (VENDOR)	ANNUAL AMOUNT OF CONTRACT	COMMENTS (SCOPE OF SERVICE)
PET WASTE REMOVAL	POOP 911	\$ 3,816	Removal of pet waste, replace liners, check and fill and pick up bags. Approximately 8,000 bags included for new collection units.
POWER SWEEP		\$ -	Power wash of common areas
STORMWATER DRAINAGE	GENESIS	\$ -	Storm drain clean out and replacment of rocks. Bill received in April 2017
POND MAINTENANCE	Aquatic Systems	\$ 6,000	Resource Management Program for waterway system.
POND MOWING	Grandview	\$ -	Miscellaneous as needed
POND EROSION		\$ -	
SECURITY MONITORING	Critical Intervention	\$ 3,600	
SECURITY PATROL		\$ -	
SECURITY FOBS		\$ 2,000	
ENTRANCE WALL REPAIR		\$ -	
HOLIDAY LIGHTS		\$ 5,000	
MISC. FIELD		\$ -	
FIELD CONTINGENCY		\$ 40,000	Repairs to stabilize site (erosion control along creek)
<b>AMENITY CENTER OPERATIONS</b>			
POOL SERVICE CONTRACT	H2 Pool Services	\$ 10,800	Provides 4 day cleaning and chemical service
POOL MAINTENANCE & REPAIRS	H2 Pool Services	\$ 2,500	Misc. repairs as needed
POOL PERMIT	State of Florida	\$ 275	Pool permit
AMENITY MANAGEMENT	DPFG	\$ 4,500	Track & handle facility access keys, coordination of janitorial services, track & coordinate facility rental activities, and implement general operation rules for the amenity
AMENITY CENTER CLEANING & MAINTENANCE	H2 Pool Services	\$ 7,800	Clean facilities 4x a month and powerwash 1x a month
AMENITY CENTER INTERNET	Brighthouse	\$ 2,100	Monthly charge approximates \$175 mo.
AMENITY CENTER ELECTRICITY		\$ 8,400	Estimated at \$700 per mo.
AMENITY CENTER WATER		\$ 3,600	Estimated at \$300 per month
AMENITY CENTER PEST CONTROL	Terminix	\$ 1,800	Estimated at \$150 mo. Increase in level of service necessiated
REFUSE SERVICE	Estimated	\$ 1,000	Estimated
LANDSCAPE MAINTENANCE		\$ 8,200	Removal and stump grind 5 dead trees next to pool, fix/repair pavers, remove 2 stumps in pool area.

**STATEMENT 3  
PARK CREEK CDD  
FY 2019 PROPOSED BUDGET**

FINANCIAL STATEMENT CATEGORY	SERVICE PROVIDER (VENDOR)	ANNUAL AMOUNT OF CONTRACT	COMMENTS (SCOPE OF SERVICE)
INFILL PLANTING		\$ 10,000	Plant material replacement inside pool area.
MISC. AMENITY CENTER REPAIRS & MAINTNANCE		\$ 6,350	Playground mulch in the amount of \$3,850 plus \$2,500 as needed
<b>RESERVES</b>			
RESERVE STUDY		\$ -	



**EXHIBIT 4.**

## RESOLUTION 2018-04

### **A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE PARK CREEK COMMUNITY DEVELOPMENT DISTRICT IMPOSING SPECIAL ASSESSMENTS; PROVIDING FOR COLLECTION AND ENFORCEMENT OF SPECIAL ASSESSMENTS; ADOPTING AND CERTIFYING AN ASSESSMENT ROLL; PROVIDING FOR AMENDMENT OF THE ASSESSMENT ROLL; PROVIDING A SEVERABILITY CLAUSE; AND PROVIDING AN EFFECTIVE DATE.**

**WHEREAS**, the Park Creek Community Development District (“**District**”) is a local unit of special-purpose government established pursuant to Chapter 190, Florida Statutes for the purpose of providing, operating and maintaining infrastructure improvements, facilities and services to the lands within the District; and

**WHEREAS**, the District is located in Hillsborough County, Florida (“**County**”); and

**WHEREAS**, the District owns and operates various infrastructure improvements and provides certain services in accordance with Chapter 190, Florida Statutes; and

**WHEREAS**, the Board of Supervisors (“**Board**”) of the District hereby determines to undertake various operations and maintenance activities described in the District’s budget for fiscal year 2018/2019 (“**Budget**”), attached hereto as **Exhibit “A”** and incorporated as a material part of this Resolution by this reference; and

**WHEREAS**, the District must obtain sufficient funds to provide for the operation and maintenance services and facilities provided by the District as described in the District’s Budget; and

**WHEREAS**, the provision of such services, facilities, and operations is a benefit to lands within the District; and

**WHEREAS**, Chapter 190, Florida Statutes, provides that the District may impose special assessments on benefitted lands within the District; and

**WHEREAS**, Chapter 197, Florida Statutes, provides a mechanism pursuant to which such special assessments may be placed on the County Tax Roll and collected by the County Tax Collector (“**Uniform Method**”); and

**WHEREAS**, the District has, by resolution and public notice, previously evidenced its intention to utilize the Uniform Method; and

**WHEREAS**, the District has approved an agreement with the Hillsborough County Property Appraiser (“**Property Appraiser**”) and Hillsborough County Tax Collector (“**Tax Collector**”) to provide for the collection of special assessments under the Uniform Method; and

**WHEREAS**, it is in the best interests of the District to proceed with the imposition of the special assessments on all assessable lands for operations and maintenance in the amount contained in the Budget; and

**WHEREAS**, the District desires to levy and collect special assessments reflecting each parcel's portion of the District's Budget; and

**WHEREAS**, it is in the best interests of the District to adopt the Assessment Roll of the District ("**Assessment Roll**") attached to this Resolution as **Exhibit "B"** and incorporated as a material part of this Resolution by this reference, and to certify a portion of the Assessment Roll on the parcels designated in **Exhibit "B"** to the Tax Collector pursuant to the Uniform Method and to directly collect a portion of the assessments on the parcels designated in **Exhibit "B"** through the direct collection method pursuant to Chapter 190, Florida Statutes; and

**WHEREAS**, it is in the best interests of the District to permit the District Manager to amend the Assessment Roll adopted herein, including that portion certified to the Tax Collector by this Resolution, as the Property Appraiser updates the property roll, for such time as authorized by Florida law.

**NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF SUPERVISORS OF THE PARK CREEK COMMUNITY DEVELOPMENT DISTRICT:**

**SECTION 1. BENEFIT.** The provision of the services, facilities and operations as described in **Exhibit "A"** confer a special and peculiar benefit to the lands within the District, which benefits exceed or equal the costs of the assessments. The allocation of the costs to the specially benefited lands is shown in **Exhibits "A" and "B"**.

**SECTION 2. ASSESSMENT IMPOSITION.** Pursuant to Chapter 190 of the Florida Statutes, and using procedures authorized by Florida law for the levy and collection of special assessments, a special assessment for operation and maintenance is hereby imposed and levied on benefited lands within the District in accordance with **Exhibits "A" and "B"**. The lien of the special assessments for operations and maintenance imposed and levied by this Resolution shall be effective upon passage of this Resolution.

**SECTION 3. COLLECTION AND DUE DATE.**

**A. Uniform Method Assessments.** The collection of the previously levied debt service assessments and operation and maintenance special assessments on a portion of the platted lots and developed lands shall be at the same time and in the same manner as County taxes in accordance with the Uniform Method, as set forth in **Exhibits "A" and "B."**

**B. Direct Bill Assessments.** The annual installment for the previously levied debt service assessments, and the annual operations and maintenance assessments, on a portion of the undeveloped and unplatted lands will be collected directly by the District in accordance with Florida law, as set forth in **Exhibits "A" and "B."** Assessments directly collected by the

District are due in full on December 1, 2018; provided, however, that, to the extent permitted by law, the assessments due may be paid in several partial, deferred payments and according to the following schedule: 50% due no later than December 1, 2018, 25% due no later than February 1, 2019 and 25% due no later than May 1, 2019. In the event that an assessment payment is not made in accordance with the schedule stated above, the whole assessment – including any remaining partial, deferred payments for Fiscal Year 2018/2019, as well as any future installments of special assessments securing debt service – shall immediately become due and payable; shall accrue interest, penalties in the amount of one percent (1%) per month, and all costs of collection and enforcement; and shall either be enforced pursuant to a foreclosure action, or, at the District's sole discretion, collected pursuant to the Uniform Method on a future tax bill, which amount may include penalties, interest, and costs of collection and enforcement. Any prejudgment interest on delinquent assessments shall accrue at the applicable rate of any bonds or other debt instruments secured by the special assessments, or, in the case of operations and maintenance assessments, at the applicable statutory prejudgment interest rate. In the event an assessment subject to direct collection by the District shall be delinquent, the District Manager and District Counsel, without further authorization by the Board, may initiate foreclosure proceedings pursuant to Chapter 170 of the Florida Statutes or other applicable law to collect and enforce the whole assessment, as set forth herein.

**C. Future Collection Methods.** The decision to collect special assessments by any particular method – e.g., on the tax roll or by direct bill – does not mean that such method will be used to collect special assessments in future years, and the District reserves the right in its sole discretion to select collection methods in any given year, regardless of past practices. The District certifies all assessments for debt service and operations and maintenance for collection pursuant to Chapters 190 and 197, Florida Statutes. All assessments collected by the Tax Collector shall be due and payable as provided in Chapter 197, Florida Statutes.

**SECTION 4. ASSESSMENT ROLL.** The District's Assessment Roll, attached to this Resolution as **Exhibit “B”**, is hereby certified and adopted.

**SECTION 5. ASSESSMENT ROLL AMENDMENT.** The District Manager shall keep apprised of all updates made to the property roll by the Property Appraiser after the date of this Resolution, and shall amend the District's Assessment Roll in accordance with any such updates, for such time as authorized by Florida law. After any amendment of the Assessment Roll, the District Manager shall file the updates to the tax roll in the District records.

**SECTION 6. 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.

**SECTION 7. EFFECTIVE DATE.** This Resolution shall take effect upon the passage and adoption of this Resolution by the Board of Supervisors of the Park Creek Community Development District.

**PASSED AND ADOPTED THIS 23<sup>RD</sup> DAY OF AUGUST, 2018.**

**ATTEST:**

**PARK CREEK COMMUNITY  
DEVELOPMENT DISTRICT**

By: \_\_\_\_\_  
Name: \_\_\_\_\_  
Assistant Secretary

By: \_\_\_\_\_  
Michael Lawson  
Chair of the Board of Supervisors

**Exhibit “A” – Fiscal Year 2018/2019 Budget**  
**Exhibit “B” – District Assessment Lien Roll**  
    **Assessment Roll (Uniform Method)**  
    **Assessment Roll (Direct Collect)**

**EXHIBIT 5.**

## RESOLUTION 2018-05

### **A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE PARK CREEK COMMUNITY DEVELOPMENT DISTRICT ADOPTING AN ELECTRONIC RECORDS POLICY AND ADDRESSING SEVERABILITY, CONFLICTS, AND AN EFFECTIVE DATE.**

**WHEREAS**, the Park Creek Community Development District (the "**District**") is a local unit of special purpose government created and existing pursuant to Chapter 190, Florida Statutes;

**WHEREAS**, Chapter 190, Florida Statutes, authorizes the District to adopt policies to govern the administration of the District and to adopt resolutions as may be necessary for the conduct of district business;

**WHEREAS**, the District maintains an active and continuing program for the economical and efficient management of public records of the District;

**WHEREAS**, the District previously adopted a resolution adopting a records retention policy and appointing a representative from the District Manager's office as the "records management liaison officer" as required by Section 257.36(5), Florida Statutes and the "Custodian of public records" as required by Section 119.011(5), Florida Statutes (together the "**Public Records Custodian**");

**WHEREAS**, Rule 1B-26.003, Florida Administrative Code, allows the Public Records Custodian to designate an electronic copy of an original paper record as the record (master) copy and designate the original paper copy as a duplicate;

**WHEREAS**, the District desires to adopt an electronic records policy as described more fully in **Exhibit A** attached hereto ("**Electronic Records Policy**"), as such policy may be amended from time to time, and authorize the Public Records Custodian to use such policy, for creating electronic copies of original paper records, designating such electronic copies as the record (master) copy, designating such original paper copies as duplicates and destroying, or otherwise disposing of, such originals in accordance with the applicable general schedule once such originals are obsolete, superseded or the administrative value is lost;

**WHEREAS**, consistent with Rule 1B-26.003, Florida Administrative Code, the District has undertaken a cost benefit analysis to determine that the adoption of the Electronic Records Policy would be cost-effective;

**WHEREAS**, the Board of Supervisors of the District (the "**Board**") finds that the contemplated Electronic Records Policy will be cost effective by, among other things, eliminating the need to store physical records; and

**WHEREAS**, the Board finds that it is in the best interests of the District to adopt the Electronic Records Policy for immediate use and application.

**NOW, THEREFORE, BE IT RESOLVED BY THE BOARD:**

1. **RECITALS.** The foregoing recitals are true and correct and incorporated herein as findings of the Board.
2. **ADOPTION OF ELECTRONIC RECORDS POLICY.** The District hereby authorizes the Public Records Custodian to implement the Electronic Records Policy.
3. **SEVERABILITY.** If any provision of this Resolution is held to be illegal or invalid, the other provisions shall remain in full force and effect.
4. **CONFLICTS.** Upon its passage, this Resolution is intended to supplement the District's prior rules and policies regarding records management, including but not limited to rules and policies adopted by prior resolutions, and, accordingly, all such prior rules and policies remain in full force and effect, except to the extent modified by this Resolution.
5. **EFFECTIVE DATE.** This Resolution shall become effective upon its passage and shall remain in effect unless rescinded or repealed.

**PASSED AND ADOPTED** this \_\_\_\_ day of \_\_\_\_\_, 2018.

**Attest:**

**Park Creek  
Community Development District**

\_\_\_\_\_  
Secretary/Assistant Secretary  
Paul Cusmano

\_\_\_\_\_  
Chair/Vice Chair of the Board of Supervisors  
Mike Lawson



**Exhibit A**  
**Electronic Records Policy**

- 1. PURPOSE OF ELECTRONIC RECORDS POLICY.** The purpose of this Electronic Records Policy (this "**Policy**") is to create a more efficient and cost effective means for retaining and managing District records by authorizing the District and its Public Records Custodian to designate electronic copies of original paper records as record, "master" copies, and to dispose of the duplicate original paper records in accordance with Florida law and rules.
- 2. DESIGNATION OF ELECTRONIC COPIES AS MASTER COPIES.** It is the policy of the District to permit the retainage and management of public records in accordance with, and pursuant to, Rule 18-26.003, Florida Administrative Code, and, more specifically, to: (i) create electronic copies of original paper records, (ii) designate all such electronic copies as the record (master) copies; and (iii) destroy, or otherwise dispose of, such originals in accordance with the applicable general schedule once such originals are obsolete, superseded or the administrative value is lost. The Public Records Custodian in his or her sole discretion may select which original paper records, if any, shall be subject to the implementation of this Policy.
- 3. DISTRICT DUTIES AND RESPONSIBILITIES.** The District and its Public Records Custodian shall develop and implement this Policy, all in compliance with Rule 18-26.003(6), Florida Administrative Code, the terms of which are incorporated herein. Among other things, the District and its Public Records Custodian shall ensure that all records are included within records retention schedules, integrate the management of electronic records with other records and information resources management programs, incorporate electronic records management objectives, responsibilities, and authorities in pertinent District directives, establish procedures for addressing records management requirements, provide training as appropriate, etc.
- 4. PUBLIC RECORDS.** The District and its Public Records Custodian shall ensure that the electronic recordkeeping systems meet all requirements for public access to records in accordance with Chapter 119, Florida Statutes. Toward that end, the District and its Public Records Custodian shall provide copies of electronic records to any person making a public records request, shall ensure that all District contracts do not impair the right of the public to access District records, shall maintain the confidentiality of records exempt from disclosure, and otherwise shall satisfy the requirements of Chapter 119, Florida Statutes, and Rule 1B-26.003(6)(g), Florida Administrative Code, the terms of which are incorporated herein.
- 5. DOCUMENTATION STANDARDS.** The District and its Public Records Custodian shall develop and maintain adequate and up-to-date technical and descriptive documentation for each electronic recordkeeping system in compliance with Rule 1B-26.003(7), Florida Administrative Code, the terms of which are incorporated herein. Among other things, and without intending to limit the requirements of Rule 18-26.003(7), Florida Administrative Code, the documentation shall include a narrative

description of the system, the physical and technical characteristics of the system, and any other technical information needed to read or process the records.

- 6. CREATION AND USE OF ELECTRONIC RECORDS.** The District and its Public Records Custodian shall comply with Rule 18-26.003(8), Florida Administrative Code, the terms of which are incorporated herein, with respect to the creation and use of electronic records. Among other things, the District and its Public Records Custodian shall provide a method for authorized users to retrieve desired records, shall provide an appropriate level of security in order to maintain the integrity of the records, shall identify the open format or standard interchange format when necessary to permit the exchange of records on electronic media, and shall provide for the disposition of the records, including, when appropriate, transfer to the Florida State Archives. Before a record (master) copy is created on an electronic recordkeeping system, the record shall be uniquely identified to enable authorized personnel to retrieve, protect, and carry out the disposition of records in the system.
- 7. LEGAL AUTHENTICATION.** Pursuant to Rule 18-26.003(9), Florida Administrative Code, the terms of which are incorporated herein, the District and its Public Records Custodian shall implement the following procedures to enhance the legal admissibility of electronic records:

  - a. Document that similar kinds of records generated and stored electronically are created by the same processes each time and have a standardized retrieval approach.
  - b. Substantiate that security procedures prevent unauthorized addition, modification, or deletion of a record and ensure systems are protected against such problems as power interruptions.
  - c. Identify the electronic media on which records are stored throughout their life cycle, the maximum time span that records remain on each storage media, and the official retention requirements as approved by the Division of Library and Information Services.
- 8. SELECTION OF ELECTRONIC RECORDS STORAGE MEDIA.** The District and its Public Records Custodian shall select appropriate media and systems for the storage of electronic records throughout their life cycle pursuant to Rule 18-26.003(10), Florida Administrative Code, the terms of which are incorporated herein. Among other things, such media and systems shall permit easy and accurate retrieval, shall retain the records in a usable format, and shall meet the standards, and be selected based on the factors, set forth in Rule 1B-26.003(10), Florida Administrative Code.
- 9. MAINTENANCE OF ELECTRONIC RECORDS.** The District and its Public Records Custodian shall maintain electronic records in a manner consistent with the standards set forth in Rule 1B-26.003(11), Florida Administrative Code, the terms of which are incorporated herein.

**10. RETENTION OF ELECTRONIC RECORDS.** The District and its Public Records Custodian shall ensure that all electronic records are retained and accessible for as long as required by law and pursuant to Rule 18-26.003(12), Florida Administrative Code, the terms of which are incorporated herein. Specifically, the Public Records Custodian shall schedule the retention and disposition of all electronic documents, shall establish a process for recopying, reformatting and other necessary maintenance to ensure the retention and usability of electronic records throughout their authorized life cycle, and shall transfer a copy of the electronic records to the Florida State Archives at the time specified in the record retention schedule, if applicable.

**11. DESTRUCTION OF ELECTRONIC RECORDS.** The District and its Public Records Custodian shall destroy electronic records only in a manner consistent with the standards set forth in Rule 1B-26.003(13), Florida Administrative Code, the terms of which are incorporated herein. At a minimum, the District and its Public Records Custodian shall destroy electronic records in a manner such that any confidential or exempt information cannot practicably be read or reconstructed, and shall ensure that recording media previously used for electronic records containing confidential or exempt information are not reused if the previously recorded information can be comprised in any way by reuse.

**EXHIBIT 6.**

**RESOLUTION 2018-07**

**A RESOLUTION OF THE BOARD OF SUPERVISORS OF PARK CREEK COMMUNITY DEVELOPMENT DISTRICT DESIGNATING DATES, TIME AND LOCATION FOR REGULAR MEETINGS OF THE BOARD OF SUPERVISORS AND PROVIDING FOR AN EFFECTIVE DATE**

**WHEREAS**, Park Creek Community Development District (hereinafter the “District”) is a local unit of special-purpose government created and existing pursuant to Chapter 190, Florida Statutes, being situated entirely within the Hillsborough County, Florida; and

**WHEREAS**, the District’s Board of Supervisors (hereinafter the “Board”), is statutorily authorized to exercise the powers granted to the District, but has not heretofore met; and

**WHEREAS**, all meetings of the Board shall be open to the public and governed by the provisions of Chapter 286, Florida Statutes; and

**WHEREAS**, the District is required by Florida law to prepare an annual schedule of its regular public meetings which designates the date, time, and location of the District’s meetings.

**NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF SUPERVISORS OF PARK CREEK COMMUNITY DEVELOPMENT DISTRICT THAT:**

**Section 1.** The annual public meeting schedule of the Board of Supervisors of the for the Fiscal Year 2018/2019 attached hereto and incorporated by reference herein as **Exhibit A** is hereby approved and will be published and filed in accordance with the requirements of Florida law.

**Section 2.** The District Manager is hereby directed to submit a copy of the Fiscal Year 2018/2019 annual public meeting schedule to Hillsborough County and the Department of Economic Opportunity.

**Section 3.** This Resolution shall become effective immediately upon its adoption.

**PASSED AND ADOPTED THIS \_\_\_\_\_ DAY OF AUGUST, 2018.**

**ATTEST:**

**PARK CREEK COMMUNITY  
DEVELOPMENT DISTRICT**

\_\_\_\_\_  
Secretary/ Assistant Secretary  
Print Name: \_\_\_\_\_

\_\_\_\_\_  
Chair/ Vice Chair  
Print Name: \_\_\_\_\_

**EXHIBIT A**

**Notice of Meetings  
Fiscal Year 2019  
Park Creek  
Community Development District**

As required by Chapters 189 and 190 of Florida Statutes, notice is hereby given that the Fiscal Year 2019 regular meetings of the Board of Supervisors of the Park Creek Community Development District are scheduled to be held on the first Tuesday of every month at 6:30 p.m. at the Panther Trace II Clubhouse located at 11518 Newgate Crest Drive Riverview, Florida. The meeting dates are as follows [exceptions are noted below]:

October 2, 2018  
November 6, 2018  
December 4, 2018  
January 8, 2019  
February 5, 2019  
March 5, 2019  
April 2, 2019  
May 7, 2019  
June 4, 2019  
July 2, 2019  
August 6, 2019  
September 3, 2019

The meeting is open to the public and will be conducted in accordance with the provision of Florida Law for Community Development Districts. The meeting may be continued with no additional notice to a date, time, and place to be specified on the record at the meeting. A copy of the agenda for the meetings listed above, may be obtained from Development Planning and Financing Group [DPFG], 15310 Amberly Drive, Suite 175, Tampa, Florida 33647 at (813) 374-9105, one week prior to the meeting.

There may be occasions when one or more Supervisors will participate by telephone.

In accordance with the provisions of the Americans with Disabilities Act, any person requiring special accommodations at this meeting because of a disability or physical impairment should contact DPFG at 813-374-9105. If you are hearing or speech impaired, please contact the Florida Relay Service at (800) 955-8770 for aid in contacting the District Office at least two (2) business days prior to the date of the hearing and meeting.

Each person who decides to appeal any action taken at these meetings is advised that 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 such appeal is to be based.

DPFG, District Management

**EXHIBIT 7.**



**PARK CREEK COMMUNITY DEVELOPMENT DISTRICT**

**FINANCIAL STATEMENTS**

September 30, 2017

**PARK CREEK COMMUNITY DEVELOPMENT DISTRICT**  
**FINANCIAL STATEMENTS**  
**September 30, 2017**

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INDEPENDENT AUDITORS' REPORT

To the Board of Supervisors  
Park Creek Community Development District  
Hillsborough, Florida

**Report on the Financial Statements**

We have audited the accompanying financial statements of the governmental activities and each major fund of Park Creek Community Development District, Hillsborough County, Florida ("District") as of and for the year ended September 30, 2017, and the related notes to the financial statements, which collectively comprise the District's basic financial statements as listed in the table of contents.

***Management's Responsibility for the Financial Statements***

Management is responsible for the preparation and fair presentation of these financial statements in accordance with accounting principles generally accepted in the United States of America; this includes the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error.

***Auditor's Responsibility***

Our responsibility is to express opinions on these financial statements based on our audit. We conducted our audit in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free from material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditor's judgment, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the entity's preparation and fair presentation of the financial statements in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control. Accordingly, we express no such opinion. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluating the overall presentation of the financial statements.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinions.

### ***Opinions***

In our opinion, the financial statements referred to above present fairly, in all material respects, the respective financial position of the governmental activities and each major fund of the District as of September 30, 2017, and the respective changes in financial position for the year then ended in accordance with accounting principles generally accepted in the United States of America.

### ***Other Matters***

#### ***Required Supplementary Information***

Accounting principles generally accepted in the United States of America require that the management's discussion and analysis and budgetary comparison information on pages 3 - 7 and page 25 be presented to supplement the basic financial statements. Such information, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board, who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. We have applied certain limited procedures to the required supplementary information in accordance with auditing standards generally accepted in the United States of America, which consisted of inquiries of management about the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We do not express an opinion or provide any assurance on the information because the limited procedures do not provide us with sufficient evidence to express an opinion or provide any assurance.

#### ***Other Reporting Required by Government Auditing Standards***

In accordance with *Government Auditing Standards*, we have also issued our report dated May 14, 2018, on our consideration of Park Creek Community Development District's internal control over financial reporting and on our tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements and other matters. The purpose of that report is to describe the scope of our testing of internal control over financial reporting and compliance and the results of that testing, and not to provide an opinion on internal control over financial reporting or on compliance. That report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the Park Creek Community Development District's internal control over financial reporting and compliance.



DiBartolomeo, McBee, Hartley & Barnes, P.A.

Fort Pierce, Florida

May 14, 2018

# **PARK CREEK COMMUNITY DEVELOPMENT DISTRICT**

## **MANAGEMENT'S DISCUSSION AND ANALYSIS**

September 30, 2017

Our discussion and analysis of Park Creek Community Development District, Hillsborough County, Florida ("District") financial performance provides an overview of the District's financial activities for the fiscal year ended September 30, 2017. Please read it in conjunction with the District's Independent Auditor's Report, basic financial statements, accompanying notes and supplementary information to the basic financial statements.

### **FINANCIAL HIGHLIGHTS**

The following are the highlights of financial activity in government-wide financials for the year ended September 30, 2017:

- The assets of the District exceeded its liabilities at the close of the most recent fiscal year resulting in a net position balance of \$3,545,326.
- The change in the District's total net position was (\$260,750). The key components of the District's net position and change in net position are reflected in the table in the government-wide financial analysis section.
- At September 30, 2017, the District's governmental funds reported combined ending fund balances of \$691,820. A portion of fund balance is restricted for debt service and future capital repairs and replacement.

### **OVERVIEW OF FINANCIAL STATEMENTS**

This discussion and analysis is intended to serve as the introduction to the District's financial statements. The District's basic financial statements are comprised of three components: 1) government-wide financial statements, 2) fund financial statements, and 3) notes to the financial statements. This report also contains other supplementary information in addition to the basic financial statements themselves.

#### **Government-Wide Financial Statements**

The government-wide financial statements are designed to provide readers with a broad overview of the District's finances, in a manner similar to a private-sector business.

The statement of net position presents information on all the District's assets and liabilities, with the difference between the two reported as net position. Over time, increases or decreases in net position may serve as a useful indicator of whether the financial position of the District is improving or deteriorating.

The statement of activities presents information showing how the government's net position changed during the most recent fiscal year. All changes in net position are reported as soon as the underlying event giving rise to the change occurs, regardless of the timing of related cash flows. Thus, revenues and expenses are reported in this statement for some items that will only result in cash flows in future fiscal periods.

# **PARK CREEK COMMUNITY DEVELOPMENT DISTRICT**

## **MANAGEMENT'S DISCUSSION AND ANALYSIS**

September 30, 2017

The government-wide financial statements include all governmental activities that are principally supported by special assessment revenues. The District does not have any business-type activities. The governmental activities of the District include the general government (management) and maintenance and operations.

### **Fund Financial Statements**

A fund is a grouping of related accounts that is used to maintain control over resources that have been segregated for specific activities or objectives. The District, like other state and local governments, uses fund accounting to ensure and demonstrate compliance with finance-related legal requirements. The District has one fund category: governmental funds.

#### **Governmental Funds**

Governmental funds are used to account for essentially the same functions reported as governmental activities in the government-wide financial statements. However, unlike the government-wide financial statements, governmental fund financial statements focus on near-term inflows and outflows of spendable resources, as well as on balances of spendable resources available at the end of the fiscal year. Such information may be useful in evaluating a District's near-term financing requirements.

Because the focus of governmental funds is narrower than that of the government-wide financial statements, it is useful to compare the information presented for governmental funds with similar information presented for governmental activities in the government-wide financial statements. By doing so, readers may better understand the long-term impact of the District's near-term financing decisions.

Both the governmental fund balance sheet and the governmental fund statement of revenues, expenditures, and changes in fund balance provide a reconciliation to facilitate this comparison between governmental funds and governmental activities.

The District maintains three individual governmental funds. Information is presented in the governmental fund balance sheet and the governmental fund statement of revenues, expenditures, and changes in fund balances for the general fund, debt service fund and capital projects fund. All funds are major funds. The District adopts an annual appropriated budget for its general fund. A budgetary comparison schedule has been provided for the general fund to demonstrate compliance with the budget.

### **Notes to the Financial Statements**

The notes provide additional information that is essential to a full understanding of the data provided in the government-wide and fund financial statements.

# **PARK CREEK COMMUNITY DEVELOPMENT DISTRICT**

## **MANAGEMENT'S DISCUSSION AND ANALYSIS**

September 30, 2017

### **GOVERNMENT WIDE FINANCIAL ANALYSIS**

As noted earlier, net position may serve over time as a useful indicator of an entity's financial position. In the case of the District, assets exceeded liabilities at the close of the most recent fiscal year. A portion of the District's net position reflects its investment in capital assets (e.g. land, land improvements and infrastructure). These assets are used to provide services to residents; consequently, these assets are not available for future spending. The remaining balance of unrestricted net position may be used to meet the District's other obligations.

Key components of net position were as follows:

#### **Statement of Net Position**

	2017	2016
Current assets	\$ 714,857	\$ 825,586
Capital assets	7,785,096	8,122,574
Total assets	8,499,953	8,948,160
Current liabilities	219,052	337,621
Long-term liabilities	4,735,575	4,804,463
Total liabilities	4,954,627	5,142,084
Net position		
Net invested in capital assets	2,979,521	3,173,111
Restricted for debt service	511,133	623,568
Restricted for capital projects	9	11
Unrestricted	54,663	9,386
Total net position	\$ 3,545,326	\$ 3,806,076

The District's net position decreased during the most recent fiscal year. The majority of the change represents the degree to which ongoing cost of operations exceeded program revenues.

Key elements of the District's change in net position are reflected in the following table:

#### **Change in Net Position**

	2017	2016
Program revenues	\$ 854,570	\$ 1,740,811
General revenues	2,444	434
Total revenues	857,014	1,741,245
Expenses		
General government	107,141	72,209
Physical environment	705,658	733,921
Interest on long-term debt	304,965	352,591
Total expenses	1,117,764	1,158,721
Change in net position	(260,750)	582,524
Net position - beginning of period	3,806,076	3,223,552
Net position - end of year	\$ 3,545,326	\$ 3,806,076

# **PARK CREEK COMMUNITY DEVELOPMENT DISTRICT**

## **MANAGEMENT'S DISCUSSION AND ANALYSIS**

September 30, 2017

As noted above and in the statement of activities, the cost of all governmental activities during the fiscal year ended September 30, 2017 was \$1,117,764, which primarily of interest on long-term debt and costs associated with constructed and maintaining certain capital improvements. The costs of the District's activities were funded by special assessments and developer contributions.

### **GENERAL BUDGETING HIGHLIGHTS**

An operating budget was adopted and maintained by the governing board for the District pursuant to the requirements of Florida Statutes. The budget is adopted using the same basis of accounting that is used in preparation of the fund financial statements. The legal level of budgetary control, the level at which expenditures may not exceed budget, is in the aggregate. Any budget amendments that increase the aggregate budgeted appropriations must be approved by the Board of Supervisors. Actual general fund expenditures exceeded appropriations for the fiscal year ended September 30, 2017.

The variance between budgeted and actual general fund revenues is not considered significant. The actual general fund expenditures for the current fiscal year were higher than budgeted amounts due primarily to costs being higher than anticipated.

### **CAPITAL ASSETS AND DEBT ADMINISTRATION**

#### Capital Assets

At September 30, 2017, the District had \$7,785,096 invested in infrastructure and equipment and furniture. More detailed information about the District's capital assets is presented in the notes of the financial statements.

#### Capital Debt

At September 30, 2017, the District had \$4,805,575 in Bonds outstanding for its governmental activities. More detailed information about the District's capital debt is presented in the accompanying notes to the financial statements.

### **ECONOMIC FACTORS, NEXT YEAR'S BUDGET AND OTHER INFORMATION**

For the fiscal year 2018, the District anticipates that the cost of general operations will remain fairly constant. In connection with the District's future infrastructure maintenance and replacement plan, the District Board has included in the budget, an estimate of those anticipated future costs and has assigned a portion of current available resources for that purpose.



# **PARK CREEK COMMUNITY DEVELOPMENT DISTRICT**

## **MANAGEMENT'S DISCUSSION AND ANALYSIS**

September 30, 2017

### **CONTACTING THE DISTRICT'S FINANCIAL MANAGEMENT**

This financial report is designed to provide our citizens, land owners, customers, investors and creditors with a general overview of the District's finances and to demonstrate the District's accountability for the financial resources it manages and the stewardship of the facilities it maintains. If you have questions about this report or need additional financial information, contact Park Creek Community Development District's Finance Department at 250 International Parkway, Suite 280, Lake Mary, FL 32746.

**PARK CREEK COMMUNITY DEVELOPMENT DISTRICT**

**STATEMENT OF NET POSITION**

September 30, 2017

	<u>GOVERNMENTAL ACTIVITIES</u>
<b>ASSETS</b>	
Cash and cash equivalents	\$ 69,911
Assessments receivable	3,679
Deposits	5,825
Prepaid items	50
Restricted:	
Investments	635,392
Capital assets:	
Depreciable	<u>7,785,096</u>
<b>TOTAL ASSETS</b>	<u><u>\$ 8,499,953</u></u>
<b>LIABILITIES</b>	
Accounts payable and accrued expenses	\$ 23,037
Accrued interest payable	126,015
Bonds payable, due within one year	70,000
Bonds payable, due in more than one year	<u>4,735,575</u>
<b>TOTAL LIABILITIES</b>	<u><u>4,954,627</u></u>
<b>NET POSITION</b>	
Net investment in capital assets	2,979,521
Restricted for:	
Debt service	511,133
Capital projects	9
Unrestricted	<u>54,663</u>
<b>TOTAL NET POSITION</b>	<u><u>\$ 3,545,326</u></u>

The accompanying notes are an integral part of this financial statement

# PARK CREEK COMMUNITY DEVELOPMENT DISTRICT

## STATEMENT OF ACTIVITIES

Year Ended September 30, 2017

Functions/Programs	Expenses	Program Revenues		Net (Expense)
		Charges for	Operating	Revenues and
		Services	Contributions	Changes in Net
				Position
				Governmental
				Activities
Governmental activities				
General government	\$ 107,141	\$ 11,149	\$ 95,992	\$ -
Physical environment	705,658	747,429	-	41,771
Interest on long-term debt	304,965	-	-	(304,965)
Total governmental activities	<u>\$ 1,117,764</u>	<u>\$ 758,578</u>	<u>\$ 95,992</u>	<u>(263,194)</u>
General revenues:				
				1,899
Investment earnings				545
Miscellaneous income				<u>2,444</u>
Total general revenues				<u>(260,750)</u>
Change in net position				
Net position - October 1, 2016				<u>3,806,076</u>
Net position - September 30, 2017				<u>\$ 3,545,326</u>

The accompanying notes are an integral part of this financial statement

**PARK CREEK COMMUNITY DEVELOPMENT DISTRICT**  
**BALANCE SHEET – GOVERNMENTAL FUNDS**  
September 30, 2017

	MAJOR FUNDS			TOTAL
	GENERAL	DEBT SERVICE	CAPITAL PROJECTS	GOVERNMENTAL FUNDS
<b><u>ASSETS</u></b>				
Cash and cash equivalents	\$ 69,911	\$ -	\$ -	\$ 69,911
Assessments receivable	1,914	1,765	-	3,679
Deposits	5,825	-	-	5,825
Prepaid items	50	-	-	50
Restricted:				
Investments	-	635,383	9	635,392
<b>TOTAL ASSETS</b>	<b>\$ 77,700</b>	<b>\$ 637,148</b>	<b>\$ 9</b>	<b>\$ 714,857</b>
<b><u>LIABILITIES AND FUND BALANCES</u></b>				
<b><u>LIABILITIES</u></b>				
Accounts payable and accrued expenses	\$ 23,037	\$ -	\$ -	\$ 23,037
<b>TOTAL LIABILITIES</b>	<b>23,037</b>	<b>-</b>	<b>-</b>	<b>23,037</b>
<b><u>FUND BALANCES</u></b>				
Nonspendable:				
Prepaid items and deposits	5,875	-	-	5,875
Restricted for:				
Debt service	-	637,148	-	637,148
Capital projects	-	-	9	9
Unassigned	48,788	-	-	48,788
<b>TOTAL FUND BALANCES</b>	<b>54,663</b>	<b>637,148</b>	<b>9</b>	<b>691,820</b>
<b>TOTAL LIABILITIES AND     FUND BALANCES</b>	<b>\$ 77,700</b>	<b>\$ 637,148</b>	<b>\$ 9</b>	<b>\$ 714,857</b>

The accompanying notes are an integral part of this financial statement

**PARK CREEK COMMUNITY DEVELOPMENT DISTRICT**  
**RECONCILIATION OF TOTAL GOVERNMENTAL FUND BALANCES**  
**TO NET POSITION OF GOVERNMENTAL ACTIVITIES**  
**Year Ended September 30, 2017**

Total Governmental Fund Balances in the Balance Sheet, Page 10	\$ 691,820
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Amount reported for governmental activities in the Statement of Net  
Assets are different because:

Capital asset used in governmental activities are not financial  
resources and therefore are not reported in the governmental funds:

Governmental capital assets	8,642,867
Less accumulated depreciation	(857,771)

Certain liabilities are not due and payable in the current period  
and therefore are not reported in the funds:

Accrued interest payable	(126,015)
Governmental bonds payable	(4,805,575)

Net Position of Governmental Activities, Page 8	<u>\$ 3,545,326</u>
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The accompanying notes are an integral part of this financial statement

**PARK CREEK COMMUNITY DEVELOPMENT DISTRICT**  
**STATEMENT OF REVENUES, EXPENDITURES AND CHANGES**  
**IN FUND BALANCES – GOVERNMENTAL FUNDS**  
**Year Ended September 30, 2017**

	MAJOR FUNDS			TOTAL
	GENERAL	DEBT SERVICE	CAPITAL PROJECTS	GOVERNMENTAL FUNDS
<b>REVENUES</b>				
Developer contributions	\$ 95,992	\$ -	\$ -	\$ 95,992
Special assessments	423,874	334,704	-	758,578
Miscellaneous revenue	545	-	-	545
Investment earnings	187	1,712	-	1,899
<b>TOTAL REVENUES</b>	<u>520,598</u>	<u>336,416</u>	<u>-</u>	<u>857,014</u>
<b>EXPENDITURES</b>				
General government	107,141	-	-	107,141
Physical environment	275,391	-	-	275,391
Capital outlay	92,789	-	-	92,789
Debt				
Principal	-	145,000	-	145,000
Interest expense	-	307,790	-	307,790
<b>TOTAL EXPENDITURES</b>	<u>475,321</u>	<u>452,790</u>	<u>-</u>	<u>928,111</u>
<b>EXCESS REVENUES OVER (UNDER) EXPENDITURES</b>	45,277	(116,374)	-	(71,097)
<b>OTHER SOURCES (USES)</b>				
Transfers in (out)	-	2	(2)	-
<b>TOTAL OTHER SOURCES (USES)</b>	<u>-</u>	<u>2</u>	<u>(2)</u>	<u>-</u>
<b>EXCESS REVENUES OVER (UNDER) EXPENDITURES AND OTHER USES</b>	45,277	(116,372)	(2)	(71,097)
<b>FUND BALANCE</b>				
Beginning of period	<u>9,386</u>	<u>753,520</u>	<u>11</u>	<u>762,917</u>
End of year	<u>\$ 54,663</u>	<u>\$ 637,148</u>	<u>\$ 9</u>	<u>\$ 691,820</u>

The accompanying notes are an integral part of this financial statement

**PARK CREEK COMMUNITY DEVELOPMENT DISTRICT**  
**RECONCILIATION OF THE STATEMENT OF REVENUES, EXPENDITURES AND CHANGES**  
**IN FUND BALANCES OF GOVERNMENTAL FUNDS TO THE STATEMENT OF ACTIVITIES**  
**Year Ended September 30, 2017**

Net Change in Fund Balances - Total Governmental Funds, Page 12	\$ (71,097)
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Amount reported for governmental activities in the Statement of Activities  
are different because:

Governmental funds report capital outlays as expenditures. However,  
in the Statement of Activities, the costs of those assets are depreciated  
over their estimated useful lives:

Current year provision for depreciation	(430,267)
Capital outlay	92,789

Certain items reported in the Statement of Activities do not require  
the use of current financial resources and therefore are not reported  
expenditures in the governmental funds:

Payments on long-term debt	143,888
Change in accrued interest payable	3,937

Change in Net Position of Governmental Activities, Page 9	<u><u>\$ (260,750)</u></u>
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The accompanying notes are an integral part of this financial statement

# **PARK CREEK COMMUNITY DEVELOPMENT DISTRICT**

## **NOTES TO FINANCIAL STATEMENTS**

September 30, 2017

### **NOTE A- NATURE OF ORGANIZATION AND REPORTING ENTITY**

Park Creek Community Development District ("District") was created on March 5, 2013 by the Board of County Commissioners of Hillsborough County, Florida Ordinance No. 13-7 pursuant to the Uniform Community Development District Act of 1980, otherwise known as Chapter 190, Florida Statutes. The Act provides among other things, the power to manage basic services for community development, power to borrow money and issue bonds, and to levy and assess non-ad valorem assessments for the financing and delivery of capital infrastructure.

The District was established for the purposes of financing and managing the acquisition, construction, maintenance and operation of a portion of the infrastructure necessary for community development within the District.

The District is governed by the Board of Supervisors ("Board"), which is composed of five members. The majority of the Board members are affiliated with the Developer. The Supervisors are elected on an at large basis by the qualified electors of the property owners within the District. The Board of Supervisors of the District exercise all powers granted to the District pursuant to Chapter 190, Florida Statutes.

The Board has the responsibility for:

1. Assessing and levying assessments.
2. Approving budgets.
3. Exercising control over facilities and properties.
4. Controlling the use of funds generated by the District.
5. Approving the hiring and firing of key personnel.
6. Financing Improvements.

The financial statements were prepared in accordance with Governmental Accounting Standards Board ("GASB") Statement 14, and Statement 39, an amendment of GASB Statement 14. Under the provisions of those standards, the financial reporting entity consists of the primary government, organizations for which the District Board of Supervisors is considered to be financially accountable, and other organizations for which the nature and significance of their relationship with the District are such that, if excluded, the financial statements of the District would be considered incomplete or misleading. There are no entities considered to be component units of the District; therefore, the financial statements include only the operations of the District.

### **NOTE B - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES**

#### **Government-Wide and Fund Financial Statements**

The basic financial statements include both government-wide and fund financial statements. The government-wide financial statements (i.e., the statement of net position and the statement of activities) report information on all of the non-fiduciary activities of the primary government. For the most part, the effect of interfund activity has been removed from these statements.



# **PARK CREEK COMMUNITY DEVELOPMENT DISTRICT**

## **NOTES TO FINANCIAL STATEMENTS**

September 30, 2017

### **NOTE B - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)**

#### **Government-Wide and Fund Financial Statements (continued)**

The statement of activities demonstrates the degree to which the direct expenses of a given function or segment is offset by program revenues. Direct expenses are those that are clearly identifiable with a specific function or segment. Program revenues include 1) charges to customers who purchase, use or directly benefit from goods, services or privileges provided by a given function or segment. Operating-type special assessments for maintenance and debt service are treated as charges for services and 2) grants and contributions that are restricted to meeting the operational or capital requirements of a particular function or segment. Other Items not included among program revenues are reported instead as general revenues.

#### **Measurement Focus, Basis of Accounting and Financial Statement Presentation**

The government-wide financial statements are reported using the economic resources measurement focus and the accrual basis of accounting. Revenues are recorded when earned and expenses are recorded when a liability is incurred, regardless of the timing of related cash flows. Assessments are recognized as revenues in the year for which they are levied. Grants and similar items are to be recognized as revenue as soon as all eligibility requirements imposed by the provider have been met.

Governmental fund financial statements are reported using the economic financial resources measurement focus and the modified accrual basis of accounting. Revenues are recognized as soon as they are both measurable and available. Revenues are considered to be available when they are collectible within the current period or soon enough thereafter to pay liabilities of the current period. For this purpose, the government considers revenues to be available if they are collected within 60 days of the end of the current fiscal period.

Expenditures are recorded when a liability is incurred, as under accrual accounting.

#### **Assessments**

Assessments are non-ad valorem assessments on benefited lands within the District. Assessments are levied to pay for the operations and maintenance of the District. The fiscal year for which annual assessments are levied begins on October 1 with discounts available for payments through February 28 and become delinquent on April 1. The District's annual assessments for operations are billed and collected by the County Tax Collector. The amounts remitted to the District are net of applicable discounts or fees and include interest on monies held from the day of collection to the day of distribution.

Assessments and interest associated with the current fiscal period are considered to be susceptible to accrual and so have been recognized as revenues of the current fiscal period. The portion of assessments receivable due within the current fiscal period is considered to be susceptible to accrual as revenue of the current period. All other revenue items are considered to be measurable and available only when cash is received by the government.

# **PARK CREEK COMMUNITY DEVELOPMENT DISTRICT**

## **NOTES TO FINANCIAL STATEMENTS**

September 30, 2017

### **NOTE B - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)**

#### **Measurement Focus, Basis of Accounting and Financial Statement Presentation (continued)**

The District reports the following major governmental funds:

##### **General Fund**

The general fund is the general operating fund of the District. It is used to account for all financial resources except those required to be accounted for in another fund.

When both restricted and unrestricted resources are available for use, it is the government's policy to use restricted resources first for qualifying expenditures, then unrestricted resources as they are needed.

##### **Debt Service Fund**

The debt service fund is used to account for the accumulation of resources for the annual payment of principal and interest of long-term debt.

##### **Capital Projects Fund**

The capital projects fund accounts for the financial resources to be used for the acquisition or construction of major infrastructure with the District.

#### **Assets, Liabilities and Net Position or Equity**

##### **Restricted Assets**

These assets represent cash and investments set aside pursuant to contractual restrictions.

##### **Deposits and Investments**

The District's cash and cash equivalents are considered to be cash on hand and demand deposits (interest and non-interest bearing).

The District has elected to proceed under the Alternative Investment Guidelines as set forth in Section 218.415 (17) Florida Statutes. The District may invest any surplus public funds in the following:

- a) The Local Government Surplus Trust Funds, or any intergovernmental investment pool authorized pursuant to the Florida Interlocal Cooperation Act;
- b) Securities and Exchange Commission registered money market funds with the highest credit quality rating from a nationally recognized rating agency;
- c) Interest bearing time deposits or savings accounts in qualified public depositories;
- d) Direct obligations of the U.S. Treasury.

# **PARK CREEK COMMUNITY DEVELOPMENT DISTRICT**

## **NOTES TO FINANCIAL STATEMENTS**

September 30, 2017

### **NOTE B - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)**

#### **Assets, Liabilities and Net Position or Equity (continued)**

##### Deposits and Investments (continued)

Securities listed in paragraph c and d shall be invested to provide sufficient liquidity to pay obligations as they come due. In addition, surplus funds may be deposited into certificates of deposit which are insured.

The District records all interest revenue related to investment activities in the respective funds and reports investments at fair value.

##### Inventories and Prepaid Items

Inventories of governmental funds are recorded as expenditures when consumed rather than when purchased.

Certain payments to vendors reflect costs applicable to future accounting periods and are recorded as prepaid items in both government-wide and fund financial statements.

##### Capital Assets

Capital assets, which include property, plant and equipment, and infrastructure assets (e.g., roads, sidewalks and similar items) are reported in the government activities columns in the government-wide financial statements. Capital assets are defined by the government as assets with an initial, individual cost of more than \$5,000 (amount not rounded) and an estimated useful life in excess of one year. Such assets are recorded at historical cost or estimated historical cost if purchased or constructed. Donated capital assets are recorded at estimated fair market value at the date of donation.

The costs of normal maintenance and repairs that do not add to the value of the asset or materially extend assets lives are not capitalized. Major outlays for capital assets and improvements are capitalized as projects are constructed.

Property, plant and equipment of the District are depreciated using the straight-line method over the following estimated useful lives:

<u>Assets</u>	<u>Years</u>
Improvements	10 - 20
Equipment and furniture	5 - 20
Infrastructure	20 - 40

In the governmental fund financial statements, amounts incurred for the acquisition of capital assets are reported as fund expenditures. Depreciation expense is not reported in the governmental fund financial statements.

# **PARK CREEK COMMUNITY DEVELOPMENT DISTRICT**

## **NOTES TO FINANCIAL STATEMENTS**

September 30, 2017

### **NOTE B - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)**

#### **Assets, Liabilities and Net Position or Equity (continued)**

##### Unearned Revenue

Governmental funds report unearned revenue in connection with resources that have been received, but not yet earned.

##### Long-Term Obligations

In the government-wide financial statements long-term debt and other long-term obligations are reported as liabilities in the statement of net position. Bond premiums and discounts are deferred and amortized over the life of the Bonds. Bonds payable are reported net of applicable premiums or discounts. Bond issuance costs are expensed when incurred.

In the fund financial statements, governmental fund types recognize premiums and discounts, as well as issuance costs, during the current period. The face amount of debt issued is reported as other financing sources. Premiums received on debt issuances are reported as other financing uses. Issuance costs, whether or not withheld from the actual debt proceeds received, are reported as debt service expenditures.

##### Deferred Outflows/Inflows of Resources

The statement of net position reports, as applicable, a separate section for deferred outflows of resources. Deferred outflows of resources represent a consumption of net position that applies to future reporting period(s) and so will not be recognized as an outflow of resources (expense/expenditure) until that time. For example, the District would record deferred outflows of resources related to debit amounts resulting from current and advance refundings resulting in the defeasance of debt (i.e. when there are differences between the reacquisition price and the net carrying amount of the old debt).

The statement of net position reports, as applicable, a separate section for deferred inflows of resources. Deferred inflows of resources represent an acquisition of net position that applies to future reporting period(s) and so will not be recognized as an inflow of resources (revenue) until that time. For example, when an asset is recorded in the governmental fund financial statements, but the revenue is not available, the District reports a deferred inflow of resources until such times as the revenue becomes available.

##### Fund Equity/Net Position

In the fund financial statements, governmental funds report non spendable and restricted fund balance for amounts that are not available for appropriation or are legally restricted by outside parties for use for a specific purpose. Assignments of fund balance represent tentative management plans that are subject to change.

# **PARK CREEK COMMUNITY DEVELOPMENT DISTRICT**

## **NOTES TO FINANCIAL STATEMENTS**

September 30, 2017

### **NOTE B - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)**

#### **Assets, Liabilities and Net Position or Equity (continued)**

##### Fund Equity/Net Position (continued)

Committed fund balance - Amounts that can be used only for the specific purposes determined by a formal action (resolution) of the Board of Supervisors. Commitments may be changed or lifted only by the Board of Supervisors taking the same formal action (resolution) that imposed the constraint originally. Resources accumulated pursuant to stabilization arrangements sometimes are reported in this category.

Assigned fund balance - Includes spendable fund balance amounts that are intended to be used for specific purposes that are neither considered restricted nor committed. The Board can assign fund balance as it does when appropriating fund balance to cover differences in estimated revenue and appropriations in the subsequent year's appropriated budget. Assignments are generally temporary and normally the same formal action need not be taken to remove the assignment.

The District first uses committed fund balance, followed by assigned fund balance and then unassigned fund balance when expenditures are incurred for purposes for which amounts in any of the unrestricted fund balance classifications could be used.

Net position is the difference between assets and deferred outflows of resources less liabilities and deferred inflows of resources. Net position in the government-wide financial statements are categorized as net investment in capital assets, restricted or unrestricted. Net investment in capital assets represents net position related to infrastructure and property, plant and equipment. Restricted net position represents the assets restricted by the District's Bond covenants or other contractual restrictions. Unrestricted net position consists of the net position not meeting the definition of either of the other two components.

#### **Other Disclosures**

##### Use of Estimates

The preparation of financial statements in conformity with generally accepted accounting principles requires management to make estimates and assumptions that affect the reported amounts of assets and liabilities, and disclosure of contingent assets and liabilities at the date of the financial statements, and the reported amounts of revenues and expenditures during the reporting period. Actual results could differ from those estimates.

### **NOTE C - BUDGETARY INFORMATION**

The District is required to establish a budgetary system and an approved Annual Budget. Annual Budgets are adopted on a basis consistent with generally accepted accounting principles for the general fund. All annual appropriations lapse at fiscal year end.

# **PARK CREEK COMMUNITY DEVELOPMENT DISTRICT**

## **NOTES TO FINANCIAL STATEMENTS**

September 30, 2017

### **NOTE C - BUDGETARY INFORMATION (CONTINUED)**

The District follows these procedures in establishing the budgetary data reflected in the financial statements.

- a) Each year the District Manager submits to the District Board a proposed operating budget for the fiscal year commencing the following October 1.
- b) Public hearings are conducted to obtain public comments.
- c) Prior to October 1, the budget is legally adopted by the District Board.
- d) All budget changes must be approved by the District Board.
- e) The budgets are adopted on a basis consistent with generally accepted accounting principles.
- f) Unused appropriation for annually budgeted funds lapse at the end of the year.

### **NOTE D – DEPOSITS AND INVESTMENTS**

#### **Deposits**

The District's cash balances, including certificates of deposit, were entirely covered by federal depository insurance or by a collateral pool pledged to the State Treasurer. Florida Statutes Chapter 280, "Florida Security for Public Deposits Act", requires all qualified depositories to deposit with the Treasurer or another banking institution eligible collateral equal to various percentages of the average daily balance for each month of all public deposits in excess of any applicable deposit insurance held. The percentage of eligible collateral (generally, U.S. Governmental and agency securities, state or local government debt, or corporate bonds) to public deposits is dependent upon the depository's financial history and its compliance with Chapter 280. In the event of a failure of a qualified public depository, the remaining public depositories would be responsible for covering any resulting losses.

#### **Investments**

The District's investments were held as follows at September 30, 2017:

<u>Investment</u>	<u>Fair Value</u>	<u>Credit Risk</u>	<u>Maturities</u>
Money Market Mutual Funds - First			Weighted average of the
American Treasury Obligation CL Y	\$ 635,392	S&P AAAM	fund portfolio: 23 days
Total Investments	<u>\$ 635,392</u>		

Custodial credit risk - For an investment, custodial credit risk is the risk that, in the event of the failure of the counterparty, the District will not be able to recover the value of the investments or collateral securities that are in the possession of an outside party. The District has no formal policy for custodial risk. The investments listed in the schedule above are not evidenced by securities that exist in physical or book entry form.

# **PARK CREEK COMMUNITY DEVELOPMENT DISTRICT**

## **NOTES TO FINANCIAL STATEMENTS**

September 30, 2017

### **NOTE D – DEPOSITS AND INVESTMENTS (CONTINUED)**

Credit risk - For investments, credit risk is generally the risk that an issuer of an investment will not fulfill its obligation to the holder of the investment. This is measured by the assignment of a rating by a nationally recognized statistical rating organization. Investment ratings by investment type are included in the preceding summary of investments.

Concentration risk - The District places no limit on the amount the District may invest in anyone issuer.

Interest rate risk - The District does not have a formal policy that limits investment maturities as a means of managing exposure to fair value losses arising from increasing interest rates.

Fair Value Measurement - When applicable, the District measures and records its investments using fair value measurement guidelines established in accordance with GASB Statements. The framework for measuring fair value provides a fair value hierarchy that prioritizes the inputs to valuation techniques.

These guidelines recognize a three-tiered fair value hierarchy, in order of highest priority, as follows:

- Level 1: Investments whose values are based on unadjusted quoted prices for identical investments in active markets that the District has the ability to access;
- Level 2: Investments whose inputs - other than quoted market prices - are observable either directly or indirectly; and,
- Level 3: Investments whose inputs are unobservable.

The fair value measurement level within the fair value hierarchy is based on the lowest level of any input that is significant to the entire fair value measurement. Valuation techniques used should maximize the use of observable inputs and minimize the use of unobservable inputs.

# PARK CREEK COMMUNITY DEVELOPMENT DISTRICT

## NOTES TO FINANCIAL STATEMENTS

September 30, 2017

### NOTE E - CAPITAL ASSETS

Capital asset activity for the fiscal year ended September 30, 2017 was as follows:

	Balance 10/01/2016	Increases	Decreases	Balance 09/30/17
<b>Governmental activities:</b>				
Capital assets, being depreciated				
Infrastructure	\$ 8,550,078	\$ 86,875	\$ -	\$ 8,636,953
Equipment and furniture	-	5,914	-	5,914
Total capital assets, being depreciated	8,550,078	92,789	-	8,642,867
Less accumulated depreciation for:				
Infrastructure	427,504	429,676	-	857,180
Equipment and furniture	-	591	-	591
Total accumulated depreciation	427,504	430,267	-	857,771
Total capital assets, being depreciated - net	8,122,574	(337,478)	-	7,785,096
Governmental activities capital assets - net	\$ 8,122,574	\$ (337,478)	\$ -	\$ 7,785,096

Depreciation expense of \$430,267 was charged to physical environment.

### NOTE F – LONG-TERM LIABILITIES

**\$2,065,000 Capital Improvement Revenue Bonds, Series 2013A-1** – On October 1, 2013, the District issued \$2,065,000 in Capital Improvement Revenue Bonds, Series 2013A-1. The Bonds are payable in annual principal installments through November 2044. The Bonds bear interest at 7.375% payable semi-annually on the first day of each May and November. Principal is due serially each November 1, commencing November 2015.

**\$2,750,000 Capital Improvement Revenue Bonds, Series 2013A-2** – On October 1, 2013, the District issued \$2,750,000 in Capital Improvement Revenue Bonds, Series 2013A-2. The Bonds are payable November 2019. The Bonds bear interest at 7.400% payable semi-annually on the first day of each May and November through November 2018. Principal is due November 2019.

**\$2,895,000 Capital Improvement Revenue Bonds, Series 2014A** – On August 1, 2014, the District issued \$2,895,000 in Capital Improvement Revenue Bonds, Series 2013A-1. The Bonds are payable in annual principal installments through November 2044. The Bonds bear interest at 5.750% payable semi-annually on the first day of each May and November. Principal is due serially each November 1, commencing November 2015.



# PARK CREEK COMMUNITY DEVELOPMENT DISTRICT

## NOTES TO FINANCIAL STATEMENTS

September 30, 2017

### **NOTE F – LONG-TERM LIABILITIES (CONTINUED)**

The Bond Indenture established a debt service reserve requirement as well as other restrictions and requirements relating principally to the use of proceeds and the procedures to be followed by the District on assessments to property owners. The District agrees to levy special assessments in annual amounts adequate to provide payment of debt service and to meet the reserve requirements. The requirements have been met for the fiscal year ended September 30, 2017.

The following is a summary of activity in the long-term debt of the District for the year ended September 30, 2017:

	Balance 10/1/2016	Additions	Deletions	Balance 9/30/2017	Due Within One Year
Capital Improvement Revenue Bonds, Series 2013A-1	\$ 2,040,000	\$ -	\$ 25,000	\$ 2,015,000	\$ 25,000
Capital Improvement Revenue Bonds, Series 2013A-2	75,000	-	75,000	-	-
Capital Improvement Revenue Bonds, Series 2014A	2,885,000	-	45,000	2,840,000	45,000
	5,000,000	-	145,000	4,855,000	70,000
Unamortized bond discount	(50,537)	-	(1,112)	(49,425)	-
	<u>\$ 4,949,463</u>	<u>\$ -</u>	<u>\$ 143,888</u>	<u>\$ 4,805,575</u>	<u>\$ 70,000</u>

The annual requirements to amortize the principal and interest of bonded debt outstanding as of September 30, 2017 are as follows:

September 30,	Principal	Interest	Total
2018	\$ 70,000	\$ 301,172	\$ 371,172
2019	75,000	97,203	172,203
2020	80,000	292,950	372,950
2021	85,000	288,413	373,413
2022	90,000	283,591	373,591
2023-2027	520,000	1,336,890	1,856,890
2028-2032	705,000	1,159,981	1,864,981
2033-2037	940,000	899,447	1,839,447
2038-2042	1,295,000	542,687	1,837,687
2043-2045	995,000	99,700	1,094,700
	<u>\$ 4,855,000</u>	<u>\$ 5,302,034</u>	<u>\$ 10,157,034</u>

# **PARK CREEK COMMUNITY DEVELOPMENT DISTRICT**

## **NOTES TO FINANCIAL STATEMENTS**

September 30, 2017

### **NOTE G - MANAGEMENT COMPANY**

The District has contracted with a management company to perform services which include financial and accounting advisory services. Certain employees of the management company also serve as officers of the District. Under the agreement, the District compensates the management company for management, accounting, financial reporting, computer and other administrative costs.

### **NOTE H – INTERFUND ACTIVITY**

During the year ended September 30, 2017, the District transferred \$40,600 from the debt service 2013 series to the debt service 2014 series. These amounts are eliminated in the Debt Service Fund at September 30, 2017.

### **NOTE I – SUBSEQUENT EVENTS**

Management has performed an analysis of the activities and transactions subsequent to September 30, 2017, to determine the need for any adjustments to and/or disclosures within the audited financial statements for the year ended September 30, 2017. Management has performed their analysis through May 14, 2018, the audit completion date.

### **NOTE J - RISK MANAGEMENT**

The District is exposed to various risks of loss related to torts; theft of, damage to, and destruction of assets; errors and omissions; natural disasters; and environmental remediation. The District has obtained commercial insurance from independent third parties to mitigate the costs of these risks; coverage may not extend to all situations. Settled claims from these risks have not exceeded commercial insurance coverage over the past three years.

### **NOTE K – CONCENTRATION**

The District's activity is dependent upon the continued involvement of the Developer, the loss of which could have a material adverse effect on the District operations.

**PARK CREEK COMMUNITY DEVELOPMENT DISTRICT**  
**STATEMENT OF REVENUES AND EXPENDITURES**  
**BUDGET AND ACTUAL – GENERAL FUND**  
**Year Ended September 30, 2017**

	<u>* BUDGET</u>	<u>ACTUAL</u>	<u>VARIANCE WITH FINAL BUDGET POSITIVE (NEGATIVE)</u>
<b>REVENUES</b>			
Developer contributions	\$ -	\$ 95,992	\$ 95,992
Special assessments	411,716	423,874	12,158
Miscellaneous revenue	-	545	545
Investment earnings	-	187	187
<b>TOTAL REVENUES</b>	<u>411,716</u>	<u>520,598</u>	<u>108,882</u>
<b>EXPENDITURES</b>			
Current			
General government	122,127	107,141	14,986
Physical environment	289,589	275,391	14,198
Capital outlay	-	92,789	(92,789)
<b>TOTAL EXPENDITURES</b>	<u>411,716</u>	<u>475,321</u>	<u>(63,605)</u>
<b>EXCESS OF REVENUES OVER (UNDER) EXPENDITURES</b>	<u>\$ -</u>	45,277	<u>\$ 45,277</u>
<b>FUND BALANCES</b>			
Beginning of year		<u>9,386</u>	
End of year		<u>\$ 54,663</u>	

\* Original and final budget.

**PARK CREEK COMMUNITY DEVELOPMENT DISTRICT**  
**NOTES TO REQUIRED SUPPLEMENTARY INFORMATION**

The District is required to establish a budgetary system and an approved Annual Budget for the general fund. The District's budgeting process is based on estimates of cash receipts and cash expenditures which are approved by the Board. The budget approximates a basis consistent with accounting principles generally accepted in the United States of America (generally accepted accounting principles).

An operating budget was adopted and maintained by the governing board for the District pursuant to the requirements of Florida Statutes. The budget is adopted using the same basis of accounting that is used in preparation of the fund financial statements. The legal level of budgetary control, the level at which expenditures may not exceed budget, is in the aggregate. Any budget amendments that increase the aggregate budgeted appropriations must be approved by the Board of Supervisors. Actual general fund expenditures exceeded appropriations for the fiscal year ended September 30, 2017.

The variance between budgeted and actual general fund revenues is not considered significant. The actual general fund expenditures for the current fiscal year were higher than budgeted amounts due primarily to costs being higher than anticipated.

INDEPENDENT AUDITOR'S REPORT ON INTERNAL CONTROL OVER FINANCIAL  
REPORTING AND ON COMPLIANCE AND OTHER MATTERS BASED ON AN AUDIT OF  
FINANCIAL STATEMENTS PERFORMED IN ACCORDANCE WITH *GOVERNMENT AUDITING  
STANDARDS*

Park Creek Community Development District  
Hillsborough, Florida

We have audited in accordance with the auditing standards generally accepted in the United States of America and the standards applicable to the financial audits contained in *Government Auditing Standards* issued by the Comptroller General of the United States, the financial statements of Park Creek Community Development District, as of September 30, 2017 and for the year ended September 30, 2017, which collectively comprise the Park Creek Community Development District's basic financial statements and have issued our report thereon dated May 14, 2018.

Internal Control Over Financial Reporting

In planning and performing our audit, we considered the District's internal control over financial reporting (internal control) to determine the audit procedures that are appropriate in the circumstances for the purpose of expressing our opinions on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of the District's internal control. Accordingly, we do not express an opinion on the effectiveness of the District's internal control over financial reporting.

A deficiency in internal control exists when the design or operation of a control does not allow management or employees, in the normal course of performing their assigned functions, to prevent or detect misstatements on a timely basis. A *material weakness* is a deficiency, or a combination of deficiencies, in internal control such that there is a reasonable possibility that a material misstatement of the entity's financial statements will not be prevented, or detected and corrected on a timely basis. A *significant deficiency* is a deficiency, or a combination of deficiencies, in internal control that is less severe than a material weakness, yet important enough to merit attention by those charged with governance.

Our consideration of internal control was for the limited purpose described in the first paragraph of this section and was not designed to identify all deficiencies in internal control that might be material weaknesses or, significant deficiencies. Given these limitations, during our audit we did not identify any deficiencies in internal control that we consider to be material weaknesses. However, material weaknesses may exist that have not been identified.

### Compliance and Other Matters

As part of obtaining reasonable assurance about whether the District's financial statements are free of material misstatement, we performed tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements, noncompliance with which could have a direct and material effect on the determination of financial statement amounts. However, providing an opinion on compliance with those provisions was not an objective of our audit, and accordingly, we do not express such an opinion. The results of our tests disclosed no instances of noncompliance or other matters that are required to be reported under *Government Auditing Standards*.

### Purpose of this Report

This report is intended solely to describe the scope of our testing of internal control and compliance and the results of that testing, and not to provide an opinion on the effectiveness of the entity's internal control or on compliance. This report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the entity's internal control and compliance. Accordingly, this communication is not suitable for any purpose.

*DiBartolomeo, McBee, Hartley & Barnes*

DiBartolomeo, McBee, Hartley & Barnes, P.A.  
Fort Pierce, Florida  
May 14, 2018

INDEPENDENT ACCOUNTANTS' REPORT

Park Creek Community Development District  
Hillsborough, Florida

We have examined the District's compliance with the requirements of Section 218.415, Florida Statutes with regards to the District's investments during the year ended September 30, 2017. Management is responsible for the District's compliance with those requirements. Our responsibility is to express an opinion on the District's compliance based on our examination.

Our examination was conducted in accordance with attestation standards established by the American Institute of Certified Public Accountants and, accordingly, included examining, on a test basis, evidence about the District's compliance with those requirements and performing such other procedures as we considered necessary in the circumstances. We believe that our examination provides a reasonable basis for our opinion. Our examination does not provide a legal determination on the District's compliance with specified requirements.

In our opinion, the District complied, in all material respects, with the aforementioned requirements for the year ended September 30, 2017.

*DiBartolomeo, McBee, Hartley & Barnes*

DiBartolomeo, McBee Hartley & Barnes, P.A.  
Fort Pierce, Florida  
May 14, 2018

Management Letter

Park Creek Community Development District  
Hillsborough, Florida

**Report on the Financial Statements**

We have audited the financial statements of the Park Creek Community Development District as of and for the fiscal year ended September 30, 2017, and have issued our report thereon dated May 14, 2018.

**Auditor's Responsibility**

We conducted our audit in accordance with auditing standards generally accepted in the United States of America; the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States and Chapter 10.550, Rules of the Auditor General.

**Other Reports and Schedule**

We have issued our Independent Auditor's Report on Internal Control over Financial Reporting and Compliance and Other Matters Based on an Audit of the Financial Statements Performed in Accordance with *Government Auditing Standards*; and Independent Accountant's Report on an examination conducted in accordance with *AICPA Professional Standards*, Section 601, regarding compliance requirements in accordance with Chapter 10.550, Rules of the Auditor General. Disclosures in those reports and schedule, which are dated May 14, 2018, should be considered in conjunction with this management letter.

**Prior Audit Findings**

Section 10.554(1)(i)1., Rules of the Auditor General, requires that we determine whether or not corrective actions have been taken to address findings and recommendations made in the preceding annual financial audit report. There were no findings or recommendations made in the preceding annual financial audit report.

**Official Title and Legal Authority**

Section 10.554(1)(i)4., Rules of the Auditor General, requires that the name or official title and legal authority for the primary government and each component unit of the reporting entity be disclosed in this management letter, unless disclosed in the notes to the financial statements. Refer to Note A in the notes to the financial statements.



## **Financial Condition**

Section 10.554(1)(i)5.a., Rules of the Auditor General, requires that we report the results of our determination as to whether or not Park Creek Community Development District has met one or more of the conditions described in Section 218.503(1), Florida Statutes, and identification of the specific conditions met. In connection with our audit, we determined that the Park Creek Community Development District did not meet any of the conditions described in Section 218.503(1), Florida Statutes.

Pursuant to Sections 10.554(1)(i)5.c. and 10.556(8), Rules of the Auditor General, we applied financial condition assessment procedures. It is management's responsibility to monitor the Park Creek Community Development District's financial condition, and our financial condition assessment was based in part on representations made by management and the review of financial information provided by same.

## **Annual Financial Report**

Section 10.554(1)(i)5.b., Rules of the Auditor General, requires that we report the results of our determination as to whether the annual financial report for the Park Creek Community Development District for the fiscal year ended September 30, 2017, filed with the Florida Department of Financial Services pursuant to Section 218.32(1)(a), Florida Statutes, is in agreement with the annual financial audit report for the fiscal year ended September 30, 2017. In connection with our audit, we determined that these two reports were in agreement.

## **Other Matters**

Section 10.554(1)(i)2., Rules of the Auditor General, requires that we address in the management letter any recommendations to improve financial management. In connection with our audit, we did not have any such recommendations.

Section 10.554(1)(i)3., Rules of the Auditor General, requires that we address noncompliance with provisions of contracts or grant agreements, or abuse, that have occurred, or are likely to have occurred, that have an effect on the financial statements that is less than material but which warrants the attention of those charged with governance. In connection with our audit, we did not have any such findings.

## **Purpose of this Letter**

Our management letter is intended solely for the information and use of the Legislative Auditing Committee, members of the Florida Senate and the Florida House of Representatives, the Florida Auditor General, Federal and other granting agencies, the Chairman and Members of the Board of Commissioners, and applicable management, and is not intended to be and should not be used by anyone other than these specified parties.

*DiBartolomeo, McBee, Hartley & Barnes*

DiBartolomeo, McBee, Hartley & Barnes, P.A.

Fort Pierce, Florida

May 14, 2018

**EXHIBIT 8.**



## Park Creek CDD Waterway Inspection Report

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**Reason for Inspection:** Routine Scheduled - Monthly

**Inspection Date:** 7/25/2018

**Prepared for:**

Mr. Paul Cusmano, District Manager

DPFG

15310 Amberly Drive, Suite #175

Tampa, Florida 33647

**Prepared by:**

Logan Bell, Account Representative/Biologist

Aquatic Systems, Inc. – Sun City Field Office

Corporate Headquarters

2100 N.W. 33<sup>rd</sup> Street, Pompano Beach, FL 33069

1-800-432-4302



## Site: 1



### **Comments:** Normal growth observed

Filamentous algae exhibited by Pond #1 was targeted during routine visit on 6/25 and will be re-treated during our upcoming visit on 7/30. Minor shoreline weeds noted will be scheduled as well during our upcoming visit.

## Site: 2



### **Comments:** Site looks good

Pond #2 looked good during inspection.



# Park Creek CDD Waterway Inspection Report

## Site: 3



### Comments: Site looks good

Pond #3 looked good with minor shoreline weeds along the dry banks, which will be treated during our upcoming scheduled visit.

## Site: 4



### Comments: Normal growth observed

Pond #4 had displayed minor new growth of Filamentous algae present along the perimeter. Algae growth is typical during summertime months in between treatments and will continue to be targeted during maintenance visits. Minor shoreline weed development will be treated.



## Site: 5



### Comments: Normal growth observed

Heavy flow through Pond #5 coming from the ditch located opposite of the road side. Heavy influx of waters can lead to increased nutrient levels causing algae blooms and invasive weed growth. Minor shoreline weeds will be targeted during routine maintenance visits.

## Site: 6



### Comments: Normal growth observed

Primrose Willows identified propagating from the shoreline banks will be targeted as part of our scheduled maintenance visits. Pond #6 appears turbid likely from the adjacent construction, which may take several months to clear.



## Site: 7



**Comments:** Normal growth observed  
Pond #7 looked good.

## Site: 8



**Comments:** Normal growth observed  
Minimal new growth of Sesbania and Torpedograss along the perimeter will be treated during routine visits. Noted reduction of floating Slender Spikerush.



**Site: 9****Comments:** Normal growth observed

Trace amounts of Filamentous algae development exhibited within Pond #9. Noted reduction of algae following treatment on 6/25, which will be monitored and re-treated during our upcoming maintenance visit on 7/30.

**Site: 10****Comments:**

Moderate new growth of Slender Spikerush displayed by Pond #10 will be targeted for a submersed weed treatment during our upcoming scheduled visits. Slender Spikerush has reached the surface causing algae development as a result.



**Management Summary**

Overall, the ponds within the Park Creek CDD have responded well to treatments for algae and invasive weeds. Ponds #7 and #8 have shown excellent results following routine maintenance visits for algae and invasive weeds showing no major issues during inspection. Pond #1 remains the issue pond for the community with new growth of algae and invasive submersed weeds. Treatment will be scheduled for the upcoming routine maintenance visits. Submersed weeds were identified within Ponds #1, #4, and #10. Algae was identified within Ponds #1, #4, #9, and #10. treatments will be performed for submersed weeds and algae on 7/30 as part of our monthly maintenance program.

NOTE: ASI would recommend a lake assessment be performed on Pond #1 to identify the underlying issues relating to excess invasive weed and algae growth frequency.

Algae and submersed weeds are a common invasive nuisance during the rainy and hot summertime season. As we receive heavy rains the free nutrients from fertilizers, soaps, oils, and other detritus may enter a pond from the storm drains or lawns effectively allowing food (phosphorus and nitrogen) to build up and become available for algae and invasive weeds. With the help of increased sunlight plants are able to rapidly produce the food needed to not only survive, but flourish. Submersed weeds can directly draw these nutrients from the water body with specialized roots growing from the stems and branches. Submersed weeds can become uprooted from the sediments and use these specialized roots to survive floating throughout the water column. Treatments involve spreading an herbicide throughout the water body for the submersed plants to absorb whether rooted or floating. Treatments will be completed on our next routine visit, 7/30.

Water levels throughout the community were at their maximum capacity and flowing off site into an adjacent wetland. Algae growth can be expected to develop once the flowing subsides based on the amount of run-off. Pond #5 can be expected to develop algae due to direct flow into the pond via a ditch adjoining the pond.

**Recommendations/Action Items**

- Routine Maintenance.
- Continue to monitor all ponds for Algal growth and target on contact.
- Monitor minor remaining submersed weeds in Pond #8.
- Monitor new growth of Slender Spikerush within Ponds #1, #4, and #10.
- Continue to promote native vegetation throughout the community.
- Treat algae within Pond #1, #4, #9 and #10.
  
- NOTE: ASI would recommend a lake assessment be performed on Pond #1 to identify the underlying issues relating to excess invasive weed and algae growth frequency.

THANK YOU FOR CHOOSING ASI!

