

***PARK CREEK
COMMUNITY DEVELOPMENT DISTRICT***

Advanced Meeting Package

Regular Meeting

***Thursday
June 11, 2020
6:00 p.m.***

***Location:
Conducted Via Electronic Teleconference***

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

Board of Supervisors

Park Creek Community Development District

Dear Board Members:

A Meeting of the Board of Supervisors of the Park Creek Community Development District is scheduled for **Thursday, June 11, 2020 at 6:00 p.m.**

Due to current issues related to COVID-19, the Florida Governor released Executive Order 20-69 which allows governmental public meetings and required quorums to be completed via telephone conference. In respect of current social distancing recommendations this meeting will be conducted via telephone in order to protect the health and safety of the public. Both members of the board and the public may join this meeting via telephone as follows:

Call in phone number: 929-205-6099

Meeting ID: 817 9683 8942

Password: 670307

The advanced copy of the agenda for the meeting is attached along with associated documentation for your review and consideration. Any additional support material will be distributed at the meeting.

The agenda items are for immediate business purposes and for the health and safety of the community. Staff will present their reports at the meeting. If you have any questions, please contact me. I look forward to seeing you there.

Sincerely,

Tonya Elliott-Moore

Tonya Elliott-Moore

District Manager

813-374-9104

Cc: Attorney
Engineer
District Records

District: **PARK CREEK COMMUNITY DEVELOPMENT DISTRICT**

Date of Meeting: Thursday, June 11, 2020
Time: 6:00 PM
Location: Via Zoom teleconference
Due to COVID 19
Per Gov Exec Order 20-69

Dial-in Number: 929-205-6099
Meeting ID: 81796838942#

Agenda

I. Roll Call

Mike Lawson - Chairman	Doug Draper – Vice Chair
Lori Price – Assist. Secretary	Christie Ray – Assist. Secretary
District Attorney	District Engineer

II. Audience Comments – (limited to 3 minutes per individual for agenda items)

III. Consent Agenda

- A. Consideration of the Regular Meeting Minutes – Feb 12, 2020
- B. Acceptance of the Unaudited January - April 2020 Financial Statements
- C. Accept Registered voter count - 568

IV. Business Matters

- | | |
|---|-----------|
| A. Consideration of Resolution 2020-03, Appointment of a Secretary | Exhibit 1 |
| B. Consideration of Resolution 2020-04, Landowner Election | Exhibit 2 |
| C. Consideration and Approval of FY 2020-2021 Proposed Budget | Exhibit 3 |
| D. Consideration of Resolution 2020-05, Approving Proposed Budget and Setting Public Hearing (FY 2020-2021) | Exhibit 4 |

V. Administrative Matters

- | | |
|--|-----------|
| A. Ratify POs and contracts | Exhibit 5 |
| B. Reminder for Supervisors to file Form 1 by July 1 | |

VI. Staff Reports

- A. District Manager – Project updates
- B. District Attorney
- C. District Engineer

VII. Supervisors Requests

VIII. Audience Comments – New Business – (limited to 3 minutes per individual for non-agenda items)

IX. Adjournment

EXHIBIT 1.

RESOLUTION 2020-03

A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE PARK CREEK COMMUNITY DEVELOPMENT DISTRICT DESIGNATING THE SECRETARY OF THE DISTRICT AND PROVIDING FOR AN EFFECTIVE DATE.

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

WHEREAS, Paul Cusmano, has resigned as secretary of the District; and

WHEREAS, the Board of Supervisors (“**Board**”) desires to name the Secretary for the District.

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

1. Tonya Elliott-Moore is appointed Secretary.
2. This Resolution shall become effective immediately upon its adoption.

PASSED AND ADOPTED this 11th day of June, 2020.

ATTEST:

**PARK CREEK COMMUNITY
DEVELOPMENT DISTRICT**

Printed Name: _____
Secretary/Assistant Secretary

Michael Lawson
Chair, Board of Supervisors

EXHIBIT 2.

RESOLUTION 2020-04

A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE PARK CREEK COMMUNITY DEVELOPMENT DISTRICT DESIGNATING A DATE, TIME, AND LOCATION FOR A LANDOWNERS' MEETING FOR THE PURPOSE OF ELECTING 1 MEMBER OF THE BOARD; PROVIDING FOR PUBLICATION; PROVIDING SAMPLE NOTICE, INSTRUCTIONS, PROXY, AND BALLOT; AND PROVIDING FOR 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, the District was established on March 6, 2013 by Ordinance No. 13-7 of the Hillsborough County Board of County Commissioners;

WHEREAS, the Board of Supervisors of the District (the “**Board**”) previously amended the terms of office for Board seats to align with the general elections held in November during even years;

WHEREAS, the terms for Board seat 3 are set to expire in November 2020; and

WHEREAS, the District is statutorily required to announce a meeting of the landowners of the District for the purpose of electing 1 member of the Board.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD:

Section 1. In accordance with Section 190.006(2)(b), Florida Statutes the landowners' meeting to elect 1 member of the Board, to Board seat 3, will be held on November 11, 2020, at 6:00 p.m. at the Panther Trace Clubhouse, 12515 Bramfield Drive, Riverview, FL.

Section 2. The District's Secretary is hereby directed to publish notice of this landowners' meeting in accordance with the requirements of Section 190.006(2)(a), Florida Statutes.

Section 3. Pursuant to Section 190.006(2)(b), Florida Statutes, a sample notice of landowners' meeting and election, instructions on how all landowners may participate in the election, a sample proxy, and a sample ballot form are attached hereto as **Exhibit A**. Copies of such documents can be obtained from the District Manager's office.

Section 4. This Resolution shall become effective immediately upon its adoption.

Passed and Adopted on June 11, 2020.

Attest:

**Park Creek Community
Development District**

Print Name: _____
Secretary/ Assistant Secretary

Michael Lawson
Chair/ Vice Chair of the Board of Supervisors

**Notice of Landowners' Meeting and Election and
Meeting of the Board of Supervisors of the
Park Creek Community Development District**

Notice is hereby given to the public and all landowners within the Park Creek Community Development District (the “**District**”), comprised of approximately 109.481 acres in Hillsborough County, Florida, advising that a landowners’ meeting will be held for the purpose of electing 1 member of the Board of Supervisors of the District. Immediately following the landowners’ meeting there will be convened a meeting of the Board of Supervisors for the purpose of considering certain matters of the Board to include election of certain District officers, and other such business which may properly come before the Board.

Date: November 11, 2020
Time: 6:00 p.m.
Place: Panther Trace Clubhouse
12515 Bramfield Drive
Riverview, FL

Each landowner may vote in person or by written proxy. Proxy forms and instructions relating to landowners’ meeting may be obtained upon request at the office of the District Manager located at 250 International Parkway, Suite 280, Lake Mary, Florida 32746. A copy of the agenda for these meetings may be obtained from the District Manager at the above address.

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

Pursuant to the Americans with Disabilities Act, any person requiring special accommodations to participate in these meetings is asked to contact the District Manager at (813) 374-9104 Extension 4301, at least 48 hours before the hearing. If you are hearing or speech impaired, please contact the Florida Relay Service at 711 for aid in contacting the District Manager.

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

Tonya Elliott-Moore, District Manager
Run Date(s): _____

Instructions Relating to Landowners' Meeting of the Park Creek Community Development District for the Election of Members of the Board of Supervisors

Date: November 11, 2020

Time: 6:00 p.m.

Location: Panther Trace Clubhouse
12515 Bramfield Drive
Riverview, FL

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

A landowner within the District may vote in person at the landowners’ meeting or the landowner may nominate a proxy holder to vote at the meeting in place of the landowner. Whether in person or by proxy, each landowner shall be entitled to cast 1 vote per acre of land owned by him or her and located within the District, for each seat on the Board that is open for election for the upcoming term. A fraction of an acre shall be treated as 1 acre, entitling the landowner to 1 vote with respect thereto. Please note that a particular parcel of real property is entitled to only 1 vote for each eligible acre of land or fraction thereof; therefore, 2 or more people who own real property in common, that is 1 acre or less, are together entitled to only 1 vote for that real property. Platted lots shall be counted individually and entitled to 1 vote. The acreage of platted lots shall not be aggregated for determining the number of voting units held by a landowner or a landowner’s proxy.

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

This year, 1 seat on the Board will be up for election by landowners. The candidate receiving the highest number of votes will receive a 4-year term. The term of office for each successful candidate shall commence upon election.

A proxy is available upon request. To be valid, each proxy must be signed by 1 of the legal owners of the property for which the vote is cast and must contain the typed or printed name of the individual who signed the proxy; the street address, legal description of the property, or tax parcel identification number; and the number of authorized votes. If the proxy authorizes more than 1 vote, each property must be listed and the number of acres of each property must be included. The signature on a proxy does not need to be notarized. Electronic signatures are not accepted because the integrity and security control processes required by Sections 668.001-.006, Florida Statutes are not feasible for the District at this time.

Landowner Proxy

Park Creek Community Development District Landowners' Meeting – November 10, 2020

KNOW ALL MEN BY THESE PRESENTS, that the undersigned, the fee simple owner of the lands described herein, hereby constitutes and appoints _____ (“**Proxy Holder**”) for and on behalf of the undersigned, to vote as proxy at the meeting of the landowners of the Park Creek Community Development District to be held at Panther Trace Clubhouse, 12515 Bramfield Drive, Riverview, FL, on November 11, 2020, at 6:00 p.m., and at any adjournments thereof, according to the number of acres of unplatted land and/or platted lots owned by the undersigned landowner that the undersigned would be entitled to vote if then personally present, upon any question, proposition, or resolution or any other matter or thing that may be considered at said meeting including, but not limited to, the election of members of the Board of Supervisors. Said Proxy Holder may vote in accordance with his or her discretion on all matters not known or determined at the time of solicitation of this proxy, which may legally be considered at said meeting.

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

Printed Name of Legal Owner	Signature of Legal Owner	Date
Address/Legal/or Parcel ID #	Acreage/or # of Platted Lots	Authorized Votes
_____	_____	_____
_____	_____	_____
_____	_____	_____

[Insert above the street address of each parcel, the legal description of each parcel, or the tax parcel identification number of each parcel. If more space is needed, identification of parcels owned may be incorporated by reference to an attachment hereto.]

Total Number of Authorized Votes: _____

NOTES:

1. Pursuant to Section 190.006(2)(b), Florida Statutes, a fraction of an acre is treated as 1 acre entitling the landowner to 1 vote with respect thereto.
2. 2 or more persons who own real property in common that is 1 acre or less are together entitled to only 1 vote for that real property.
3. If the fee simple landowner is not an individual, and is instead a corporation, limited liability company, limited partnership or other entity, evidence that the individual signing on behalf of the entity has the authority to do so should be attached hereto (e.g., bylaws, corporate resolution, etc.).
4. Electronic signatures are not accepted because the integrity and security control processes required by Sections 668.001-.006, Florida Statutes are not feasible for the District at this time.

Official Ballot

Park Creek Community Development District Landowners' Meeting – November 11, 2020 (Election of 1 Supervisor)

The candidate receiving the highest number of votes will receive a 4-year term, with the term of office for the successful candidate commencing upon election.

The undersigned certifies that he/she/it is the fee simple owner of land, or the proxy holder for the fee simple owner of land, located within the Park Creek Community Development District and described in [] the attached proxy or [] as follows:

Address/Legal/or Parcel ID #	Acreage/or # of Platted Lots	Authorized Votes
_____	_____	_____
_____	_____	_____
_____	_____	_____

[Insert above the street address of each parcel, the legal description of each parcel, or the tax parcel identification number of each parcel. If more space is needed, identification of parcels owned may be incorporated by reference to an attachment hereto.]

Total Number of Authorized Votes: _____

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

Name Of Candidate	Number Of Votes
1. _____	_____
2. _____	_____
3. _____	_____

Date: _____

Signature: _____

Printed Name: _____

EXHIBIT 3.

STATEMENT 1
PARK CREEK CDD - FY 2021 PROPOSED GENERAL FUND BUDGET

I. REVENUE

GENERAL FUND REVENUES /(a)	\$ 190,741	\$ 298,624	\$ 304,751	\$ 453,319	\$ 451,169	\$ 422,284	\$ 473,222	\$ 22,053
DEVELOPER FUNDING	185,272	-	132,327	-	-	-	-	-
MISC REVENUE	1,447	125,980	429	259	-	249	-	-
TOTAL REVENUE	377,460	424,604	437,507	453,578	451,169	422,533	473,222	22,053

II. EXPENDITURES

GENERAL ADMINISTRATIVE

SUPERVISORS COMPENSATION	5,600	3,600	3,000	2,600	8,000	600	8,000	-
PAYROLL TAXES	428	275	230	199	612	46	612	-
PAYROLL SERVICES	385	347	304	206	673	59	673	-
MANAGEMENT CONSULTING SERVICES	21,000	21,000	24,000	24,000	24,000	12,000	24,000	-
PLANNING , COORDINATING & CONTRACT SRVCS	24,000	24,000	24,000	24,000	24,000	12,000	24,000	-
ADMINISTRATIVE SERVICES	5,500	5,500	5,500	5,500	5,500	2,750	5,500	-
BANK FEES	25	104	119	130	100	-	125	25
MISCELLANEOUS	532	2,960	885	598	250	13	500	250
AUDITING SERVICES	2,500	2,350	2,400	2,500	3,200	-	2,600	(600)
SUPERVISOR TRAVEL PER DIEM	8	-	14	-	100	-	50	(50)
REGULATORY AND PERMIT FEES	175	175	175	175	175	175	175	-
LEGAL ADVERTISEMENTS	1,656	1,976	808	4,589	750	1,222	1,500	750
ENGINEERING SERVICES	823	1,779	3,023	4,848	4,500	1,501	4,500	-
LEGAL SERVICES	6,460	6,135	3,703	4,392	5,000	1,692	5,000	-
WEBSITE HOSTING	983	737	738	2,208	2,265	1,370	1,650	(615)
TOTAL GENERAL ADMINISTRATIVE	70,075	70,938	68,899	75,944	79,125	33,426	78,885	(240)

INSURANCE

INSURANCE-PROPERTY, GENERAL LIABILITY, PROF.	21,990	21,277	23,162	22,226	24,089	23,240	25,564	1,475
DEBT ADMINISTRATION:								
DISSEMINATION AGENT	10,000	6,500	6,500	5,500	6,500	5,500	6,500	-
PERFORMANCE & WARRANTY BOND	2,500	2,500	2,500	-	-	-	-	-
TRUSTEE FEES	8,621	5,926	-	6,519	6,520	2,963	6,520	-
ARBITRAGE	1,300	-	9,159	-	-	-	-	-
TOTAL DEBT ADMINISTRATION	3,000	14,926	18,159	12,019	13,020	8,463	13,020	-

STATEMENT 1
PARK CREEK CDD - FY 2021 PROPOSED GENERAL FUND BUDGET

	FY 2016 ACTUAL	FY 2017 ACTUAL	FY 2018 ACTUAL	FY 2019 ACTUAL	FY 2020 ADOPTED	FY 2020 OCT- MAR	FY 2021 PROPOSED	VARIANCE 2020-2021
PHYSICAL ENVIRONMENT EXPENDITURES:								
COMPREHENSIVE FIELD TECH SERVICES	-	-	5,000	17,469	13,896	6,948	13,896	-
FIELD SERVICE TECH	14,759	15,383	19,747	4,167	-	-	-	-
FIELD TRAVEL EXPENSE	-	2,760	1,436	-	-	-	-	-
STREETPOLE LIGHTING	42,194	44,504	39,797	54,401	55,680	27,229	55,680	-
ELECTRICITY (IRRIGATION & POND PUMPS)	7,988	1,982	5,192	10,977	10,000	5,281	11,100	1,100
WATER (Hillsborough County & purchase from well)	1,318	-	-	-	-	-	-	-
LANDSCAPING MAINTENANCE	61,312	74,722	81,539	93,684	107,000	46,842	94,000	(13,000)
LANDSCAPE REPLINISHMENT	24,248	29,938	20,018	3,300	10,000	-	10,000	-
IRRIGATION MAINTENANCE	11,197	13,670	10,324	4,585	10,000	1,862	10,000	-
LANDSCAPE MAINTENANCE - PHASE 3	-	3,500	-	13,200	13,200	6,600	13,200	-
TREE TRIMMING	-	7,500	-	-	3,500	3,174	3,500	-
NPDES	4,650	3,150	-	-	-	-	-	-
PET WASTE REMOVAL	1,708	3,128	2,220	3,812	3,816	1,906	3,816	-
POWER SWEEP	250	-	-	-	-	-	-	-
STORMWATER DRAINAGE	7,177	2,381	-	-	-	-	-	-
ENVIRONMENTAL MITIGATION & POND MAINT.	13,140	1,950	3,500	-	-	-	-	-
POND MAINTENANCE	63,668	4,608	5,780	5,940	6,000	2,970	6,060	60
POND MOWING - GRANDVIEW	-	8,225	-	-	-	-	-	-
POND EROSION	3,800	-	-	-	-	-	5,100	5,100
SECURITY MONITORING	1,800	4,855	3,600	3,600	3,600	1,800	3,600	-
SECURITY PATROL	-	6,588	-	29,458	24,408	102	24,408	-
SECURITY CLICKERS & FOBS	786	441	-	-	2,000	-	-	(2,000)
ENTRANCE WALL REPAIR	1,750	-	-	-	-	-	-	-
HOLIDAY LIGHTS	-	-	4,998	4,998	7,000	7,059	7,500	500
FOUNTAIN MAINTENANCE & REPAIR (FY 21)	-	6,585	-	-	-	479	1,958	1,958
FIELD CONTINGENCY (Sod install , fountain repairs, electric repairs)	1,523	-	2,530	22,037	-	-	10,000	10,000
UNBUDGEED EXPENDITURES (Pool furniture and landscape upgrade in pool area)	-	-	-	19,521	-	-	-	-
TOTAL PHYSICAL ENVIRONMENT EXPENDITURES	263,268	235,870	205,681	291,147	270,100	112,251	273,818	3,718
AMENITY CENTER OPERATIONS								
POOL SERVICE CONTRACT	7,950	8,400	7,200	10,800	13,500	5,400	10,800	(2,700)
POOL MAINTENANCE & REPAIRS	3,217	400	4,050	294	2,500	-	3,500	1,000
POOL PERMIT	275	275	275	275	275	-	275	-
AMENITY MANAGEMENT	-	-	3,000	4,500	7,500	2,500	6,000	(1,500)
AMENITY CENTER CLEANING & MAINTENANCE	5,785	8,560	7,200	7,800	7,800	3,900	7,800	-
AMENITY CENTER INTERNET	1,776	1,855	1,914	1,938	2,100	1,037	2,100	-
AMENITY CENTER ELECTRICITY	-	6,251	5,631	9,059	7,200	4,423	10,200	3,000
AMENITY CENTER WATER	-	1,326	3,475	6,593	6,660	2,622	6,660	-
AMENITY CENTER PEST CONTROL	1,290	636	961	1,440	1,800	720	1,800	-
REFUSE SERVICE	-	-	-	-	1,000	-	1,000	-
LANDSCAPE MAINTENANCE	-	-	-	3,105	-	-	-	-
INFILL PLANTING	-	-	-	10,000	10,000	-	10,000	-
MISC. AMENITY CENTER OPERATIONS	-	5,415	47,420	6,359	4,500	2,512	18,000	13,500
TOTAL AMENITY CENTER OPERATIONS	20,293	33,118	81,126	62,163	64,835	23,114	78,135	13,300
RESERVES								
RESERVE STUDY	-	3,200	-	-	-	-	3,800	3,800
TOTAL EXPENDITURES	378,626	379,329	397,027	463,500	451,169	200,494	473,222	22,053
III. EXCESS OF REVENUE OVER (UNDER) EXPENDITURES								
	(1,166)	45,275	40,480	(9,921)	-	222,039	-	-
FUND BALANCE - BEGINNING	10,552	9,386	54,663	95,143	85,222	85,222	85,222	-
INCREASE IN OPERATING RESERVES	-	-	-	-	-	-	-	-
FUND BALANCE - ENDING	\$ 9,386	\$ 54,661	\$ 95,143	\$ 85,222	\$ 85,222	\$ 307,261	\$ 85,222	\$ -

Footnote:

(a) Revenue collections from County tax collector and/or budget funding agreement only as needed based on actuals. Draws upon budget funding agreement can only be based on actual expenditures.

STATEMENT 2
PARK CREEK CDD
FY 2021 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%
Total	342		377.2	100.00%

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

AR = Total Expenditures - NET:	\$ 473,222
Plus: Early Payment Discount (4%)	20,137
Plus: County Collection Charges (2%)	10,069
Total Assessment (Gross Expenditures)	\$ 503,428
Total ERU:	377.2
Total AR / ERU - net:	\$1,255
Total AR / ERU - gross:	\$1,335

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	\$1,255	\$222,058	\$1,334.64
60'	154	1.2	\$1,505	\$231,844	\$1,601.57
70'	11	1.4	\$1,756	\$19,320	\$1,868.50
Total	342			\$473,222	

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'	177	1.0	\$1,196	\$211,710	\$1,272
60'	154	1.2	\$1,435	\$221,039	\$1,527
70'	11	1.4	\$1,675	\$18,420	\$1,781
Total	342			\$451,169	

5. Difference between Prior FY and Current FY Per Lot (Gross)

Lot Width	Units	ERU	Difference	% Change
50'	177	1.0	\$62	5%
60'	154	1.2	\$75	5%
70'	11	1.4	\$87	5%

**STATEMENT 3
PARK CREEK CDD
FY 2021 PROPOSED BUDGET**

FINANCIAL STATEMENT CATEGORY	SERVICE PROVIDER (VENDOR)	ANNUAL AMOUNT OF CONTRACT	PO #	COMMENTS (SCOPE OF SERVICE)
EXPENDITURES ADMINISTRATIVE:				
SUPERVISORS COMPENSATION		\$ 8,000		Estimated 5 Supervisors to be in attendance for 8 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	\$ 125		Bank fees associated with maintaining the District's bank accounts
MISCELLANEOUS		\$ 500		Miscellaneous as needed for General Administrative expenditures that are not appropriated in any other line items
AUDITING SERVICES	DIBARTOLOMEO	\$ 2,600		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. The amount for 2020 is \$2,600 and for 2021 it is \$2,700
SUPERVISOR TRAVEL PER DIEM		\$ 50		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	\$ 1,500		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	Campus Suite	\$ 1,650		ADA Compliance of website to be performed by Campus Suite. Amount includes the maintenance of the website platform itself as well as the remediation of 750 pages of documents. An additional \$250 for any unknown remediation as well as \$500 for DPFG for remediation monitoring and postings
INSURANCE:				
INSURANCE (Liability, Property, Casualty, Bridge)	EGIS	\$ 25,564		Annual, for general liability, property and officer and director insurance. Confirmed with EGIS
EXPENDITURES DEBT ADMINISTRATION:				
DISSEMINATION AGENT	LERNER SERVICES	\$ 6,500		Dissemination to facilitate District compliance with Securities & Exchange Commission continuing disclosure. Can we change this to DPFG @ 5500
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

**STATEMENT 3
PARK CREEK CDD
FY 2021 PROPOSED BUDGET**

FINANCIAL STATEMENT CATEGORY	SERVICE PROVIDER (VENDOR)	ANNUAL AMOUNT OF CONTRACT	PO #	COMMENTS (SCOPE OF SERVICE)
ARBITRAGE	LLS Services	\$ -		Small issuer exception. Arbitrage not required
PHYSICAL ENVIRONMENT EXPENDITURES:				
COMPREHENSIVE FIELD TECH SERVICES		\$ 13,896		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	\$ 55,680		10650 Peak Creek Way - 31 poles :\$1,100 mo. Phase 1A: 15 poles - \$530 mo. Phase 1B - 19 poles:\$670 mo. Phase 1 - 43 poles:\$1,600 mo. Phase 2 - 21 poles:\$740 mo. A total of 129 poles.
ELECTRICITY (IRRIGATION & POND PUMPS)	TECO	\$ 11,100		Electric utilities to maintain irrigation system & pond pumps New pump added on Tucker Jones Road. Total is 6 meters Est \$925/mo due to 5% increase
WATER (PURCHASED FROM WELL)		\$ -		Reclaimed and potable
LANDSCAPING MAINTENANCE	ALL-AMERICAN LAWN&TREE	\$ 94,000	OM-PC-067	ALL AMERICAN. General services: \$53,286. Turf Care: \$8,826. Horticulture Care: \$4,690. Mulch: \$8,961, Flowers: \$5,909, Tree Trimming: \$5,499. Irrigation monitoring: \$6,515. \$13,200 for Tucker Jones Rd. below Contract Addendum executed 2/7/2019 total \$8907/mo.
LANDSCAPING REPLENISHMENT	ALL-AMERICAN LAWN&TREE	\$ 10,000		Removal and replacement of plant material not included in base contract (sod, bushes, trees).
IRRIGATION MAINTENANCE	ALL-AMERICAN LAWN&TREE	\$ 10,000		Monthly irrigation maintenance outside of contract wet checks
LANDSCAPE MAINTENANCE - PHASE 3B and 3B-2		\$ 13,200	OM-PC-DPFG-067	Two ponds, area behind fence Tucker Jones Rd. Addendum 2/7/2019
TREE TRIMMING	ALL-AMERICAN LAWN&TREE	\$ 3,500		Trees over 8' clearance, beyond contract scope.
NPDES (National Pollutant Discharge Elimination System)	GENESIS	\$ -		no longer needed
PET WASTE REMOVAL	POOP 911	\$ 3,816	OM-PC-069	Removal of pet waste, replace liners, check and fill and pick up bags for 7 stations and 6 trash cans. Approximately 8,000 bags included for new collection units.
POWER SWEEP		\$ -		Power wash of common areas
STORMWATER DRAINAGE	GENESIS	\$ -		Storm drain clean out and replacement of rocks. Bill received in April 2017
POND MAINTENANCE	Aquatic Systems	\$ 6,060	OM-PC-DPFG-053	Resource Management Program for waterway system for 10 waterways Contracts dated 02/01/20 - Year 1 monthly - \$495; Year 2 monthly - \$510; Year 3 monthly - \$525.
POND MOWING	Grandview	\$ -		Miscellaneous as needed
POND EROSION		\$ 5,100		Pond Erosion bid Flatwoods \$5095.2
SECURITY MONITORING	Critical Intervention	\$ 3,600	OM-PC-001	Pool cameras
SECURITY PATROL	Security Elite Agency, Inc.	\$ 24,408	OM-PC-DPFG-061	Not exceed \$4,068/mo.; called in as needed assumed Apr to Sep 2020. Summer security at the pool.
SECURITY FOBS		\$ -		Maintenance allowance.
		\$ -		
HOLIDAY LIGHTS		\$ 7,500	OM-PC-DPFG-074	Getting bids for FY21
FOUNTAIN MAINTENANCE & REPAIR	Solitude Lake Management	\$ 1,958	OM-PC-DPFG-086	Maintenance contract \$958 for semi-annual checks; \$1,000 for repairs
FIELD CONTINGENCY		\$ 10,000		As needed for repairs not accounted for in other lines and for trails, sidewalk maintenance for tripping hazards.
AMENITY CENTER OPERATIONS				
POOL SERVICE CONTRACT	H2 Pool Services	\$ 10,800	OM-PC-052	Provides cleaning and chemical service, nettomg and scrubbing side walls and vaccumm as needed - 4 days per week

**STATEMENT 3
PARK CREEK CDD
FY 2021 PROPOSED BUDGET**

FINANCIAL STATEMENT CATEGORY	SERVICE PROVIDER (VENDOR)	ANNUAL AMOUNT OF CONTRACT	PO #	COMMENTS (SCOPE OF SERVICE)
POOL MAINTENANCE & REPAIRS	H2 Pool Services	\$ 3,500		Misc. repairs as needed
POOL PERMIT	State of Florida	\$ 275		Pool permit
AMENITY MANAGEMENT	DPFG	\$ 6,000		Track & handle facility access keys, coordination of janitorial services, track & coordinate facility rental activities, and implement general operation rules for the amenity - Update contract
AMENITY CENTER CLEANING & MAINTENANCE	H2 Pool Services	\$ 7,800	OM-PC-052	Clean facilities 4x a month and power wash 1x a month
AMENITY CENTER INTERNET	Brighthouse	\$ 2,100		Monthly charge approximates \$175 mo.
AMENITY CENTER ELECTRICITY		\$ 10,200		Estimated at \$850 per mo.
AMENITY CENTER WATER		\$ 6,660		Estimated at \$555 per month based on actual average
AMENITY CENTER PEST CONTROL	Earth Tech Property Solutions	\$ 1,800	OM-PC-DPFG-021	Earth Tech at \$120 month. Increase level of service as necessitated
REFUSE SERVICE	Estimated	\$ 1,000		Estimated. Engaging Waste services for 55 Gal can 2x weekly (same as residential pickup).
LANDSCAPE MAINTENANCE		\$ -		
INFILL PLANTING		\$ 10,000		Plant material replacement inside pool area.
MISC. AMENITY CENTER REPAIRS & MAINTNANCE		\$ 18,000		Miscellaneous as needed \$2600, Proposal of \$9,080 for 16 chairs and 4 tables, \$3,000 for 2 couches, \$3,300 lounge chairs restrapped.
RESERVES				
OPERATING RESERVES		\$ -		Cash reserve to cover FY2021 expenditures until County tax collections
RESERVE STUDY		\$ 3,800		Consider start funding for reserves for renewal and replacement FY 22

STATEMENT 4
FY 2021 PROPOSED BUDGET
CAPITAL IMPROVEMENT REVENUE BONDS SERIES 2013 A-1 - \$2,065,000

	BUDGET
REVENUE /(a)	
SPECIAL ASSESSMENTS - ON-ROLL/OFF-ROLL	\$ 184,242
CAPITAL INTEREST	-
INTEREST - INVESTMENT	-
FUND BALANCE FORWARD	-
LESS: DISCOUNT ASSESSMENTS	(7,370)
TOTAL REVENUE	176,872
EXPENDITURES	
COUNTY - ASSESSMENT COLLECTION FEES	3,685
INTEREST EXPENSE	
#####	68,847
#####	68,847
PRINCIPAL RETIREMENT	
#####	35,000
TOTAL EXPENDITURES	176,379
EXCESS OF REVENUE OVER (UNDER) EXPENDITURES	494
FUND BALANCE - BEGINNING	-
FUND BALANCE - ENDING	\$ 494

Table 1. Allocation of Maximum Annual Debt Service (MADS) to Lots in Phases 1 and 2

Lot Width	Lots	ERU	Total ERU	% ERU	MADS	MADS/Lot (net)	MADS/Lot (gross)
50'	87	1.00	87.00	50.17%	\$ 86,893.38	\$ 998.77	\$ 1,062.53
60'	72	1.20	86.40	49.83%	\$ 86,294.12	\$ 1,198.53	\$ 1,275.03
Total	159		173.40	100.00%	\$ 173,187.50		

MADS Assmt. per ERU - net \$ 998.77
MADS Assmt. per ERU - gross \$ 1,062.53
Total revenue - gross \$ 184,242.02

Footnote:

(a) Assuming all lots are on-roll, however actual off-roll billing may occur per Board direction.

STATEMENT 5
PARK CREEK CDD
\$2,065,000 CAPITAL IMPROVEMENT REVENUE BONDS, Series 2013A-1
DEBT SERVICE REQUIREMENT

Period Ending	Principal	Interest	Debt Service /(a)	Annual Debt Service /(a)	Bonds Outstanding
10/21/2013	-	-			2,065,000
5/1/2014	-	78,055	78,055		2,065,000
11/1/2014	-	73,947	73,947	152,002	2,065,000
5/1/2015	-	73,947	73,947		2,065,000
11/1/2015	25,000	73,947	98,947	172,894	2,040,000
5/1/2016	-	73,150	73,150		2,040,000
11/1/2016	25,000	73,150	98,150	171,300	2,015,000
5/1/2017	-	72,353	72,353		2,015,000
11/1/2017	25,000	72,353	97,353	169,706	1,990,000
5/1/2018	-	71,556	71,556		1,990,000
11/1/2018	25,000	71,556	96,556	168,113	1,965,000
5/1/2019	-	70,759	70,759		1,965,000
11/1/2019	30,000	70,759	100,759	171,519	1,935,000
5/1/2020	-	69,803	69,803		1,935,000
11/1/2020	30,000	69,803	99,803	169,606	1,905,000
5/1/2021	-	68,847	68,847		1,905,000
11/1/2021	35,000	68,847	103,847	172,694	1,870,000
5/1/2022	-	67,731	67,731		1,870,000
11/1/2022	35,000	67,731	102,731	170,463	1,835,000
5/1/2023	-	66,616	66,616		1,835,000
11/1/2023	35,000	66,616	101,616	168,231	1,800,000
5/1/2024	-	65,500	65,500		1,800,000
11/1/2024	40,000	65,500	105,500	171,000	1,760,000
5/1/2025	-	64,225	64,225		1,760,000
11/1/2025	40,000	64,225	104,225	168,450	1,720,000
5/1/2026	-	62,950	62,950		1,720,000
11/1/2026	45,000	62,950	107,950	170,900	1,675,000
5/1/2027	-	61,516	61,516		1,675,000
11/1/2027	50,000	61,516	111,516	173,031	1,625,000
5/1/2028	-	59,922	59,922		1,625,000
11/1/2028	50,000	59,922	109,922	169,844	1,575,000
5/1/2029	-	58,078	58,078		1,575,000
11/1/2029	55,000	58,078	113,078	171,156	1,520,000
5/1/2030	-	56,050	56,050		1,520,000
11/1/2030	60,000	56,050	116,050	172,100	1,460,000
5/1/2031	-	53,838	53,838		1,460,000
11/1/2031	65,000	53,838	118,838	172,675	1,395,000

STATEMENT 5
PARK CREEK CDD
\$2,065,000 CAPITAL IMPROVEMENT REVENUE BONDS, Series 2013A-1
DEBT SERVICE REQUIREMENT

Period Ending	Principal	Interest	Debt Service /(a)	Annual Debt Service /(a)	Bonds Outstanding
5/1/2032	-	51,441	51,441		1,395,000
11/1/2032	65,000	51,441	116,441	167,881	1,330,000
5/1/2033	-	49,044	49,044		1,330,000
11/1/2033	70,000	49,044	119,044	168,088	1,260,000
5/1/2034	-	46,463	46,463		1,260,000
11/1/2034	75,000	46,463	121,463	167,925	1,185,000
5/1/2035	-	43,697	43,697		1,185,000
11/1/2035	85,000	43,697	128,697	172,394	1,100,000
5/1/2036	-	40,563	40,563		1,100,000
11/1/2036	90,000	40,563	130,563	171,125	1,010,000
5/1/2037	-	37,244	37,244		1,010,000
11/1/2037	95,000	37,244	132,244	169,488	915,000
5/1/2038	-	33,741	33,741		915,000
11/1/2038	105,000	33,741	138,741	172,481	810,000
5/1/2039	-	29,869	29,869		810,000
11/1/2039	110,000	29,869	139,869	169,738	700,000
5/1/2040	-	25,813	25,813		700,000
11/1/2040	120,000	25,813	145,813	171,625	580,000
5/1/2041	-	21,388	21,388		580,000
11/1/2041	130,000	21,388	151,388	172,775	450,000
5/1/2042	-	16,594	16,594		450,000
11/1/2042	140,000	16,594	156,594	173,188	310,000
5/1/2043	-	11,431	11,431		310,000
11/1/2043	150,000	11,431	161,431	172,863	160,000
5/1/2044	-	5,900	5,900		160,000
11/1/2044	160,000	5,900	165,900	171,800	-
Total	\$ 2,065,000	\$ 3,212,052	\$ 5,277,052	\$ 5,277,052	

Max annual ds: 173,188

Footnote:

(a) Data herein for the CDD's budgetary process purposes only.

STATEMENT 6
FY 2021 PROPOSED BUDGET
\$2,895,000 CAPITAL IMPROVEMENT REVENUE BONDS, SERIES 2014

	BUDGET
REVENUE	
SPECIAL ASSESSMENTS (as if all are collected via property tax bill)	\$ 219,561
CAPITAL INTEREST	-
INTEREST - INVESTMENT	-
FUND BALANCE FORWARD	-
LESS: DISCOUNT ASSESSMENTS	(8,782)
TOTAL REVENUE	210,779
EXPENDITURES	
COUNTY - ASSESSMENT COLLECTION FEES	4,391
INTEREST EXPENSE	
05/01/21	74,194
11/01/21	74,194
PRINCIPAL RETIREMENT	
11/01/21	55,000
TOTAL EXPENDITURES	207,779
EXCESS OF REVENUE OVER (UNDER) EXPENDITURES	3,000
FUND BALANCE - BEGINNING	-
FUND BALANCE - ENDING	\$ 3,000

Table 1. Allocation of Maximum Annual Debt Service - interest only (MADS) to Lots Phases 3 and 4

Lot Width	Lots	ERU	Total ERU	% ERU	MADS	MADS/Lot (net)	MADS/Lot (gross)
50'	89	1.00	89.00	43.63%	90,042	\$ 1,011.70	\$ 1,076.28
60'	83	1.20	99.60	48.82%	100,766	\$ 1,214.04	\$ 1,291.54
70'	11	1.40	15.40	7.55%	15,580	\$ 1,416.38	\$ 1,506.79
100'	0	2.00	0.00	0.00%	-	\$ -	\$ -
Total	183		204	100.00%	206,388		

MADS Assmt. per EDU - net	1,012
MADS Assmt. per EDU - gross	1,076
Total revenue - gross	219,561

STATEMENT 7
PARK CREEK CDD
\$2,895,000 CAPITAL IMPROVEMENT REVENUE BONDS, Series 2014A-1
DEBT SERVICE REQUIREMENT

Period Ending	Principal	Coupon	Interest	Debt Service /(a)	Annual Debt Service /(a)	Bonds Outstanding
8/21/2014			-			2,895,000
5/1/2015		5.00%	111,901	111,901		2,895,000
11/1/2015	10,000	5.00%	80,569	90,569	202,470	2,885,000
5/1/2016		5.00%	80,319	80,319		2,885,000
11/1/2016	45,000	5.00%	80,319	125,319	205,638	2,840,000
5/1/2017		5.00%	79,194	79,194		2,840,000
11/1/2017	45,000	5.00%	79,194	124,194	203,388	2,795,000
5/1/2018		5.00%	78,069	78,069		2,795,000
11/1/2018	50,000	5.00%	78,069	128,069	206,138	2,745,000
5/1/2019		5.00%	76,819	76,819		2,745,000
11/1/2019	50,000	5.00%	76,819	126,819	203,638	2,695,000
5/1/2020		5.00%	75,569	75,569		2,695,000
11/1/2020	55,000	5.00%	75,569	130,569	206,138	2,640,000
5/1/2021		5.00%	74,194	74,194		2,640,000
11/1/2021	55,000	5.00%	74,194	129,194	203,388	2,585,000
5/1/2022		5.00%	72,819	72,819		2,585,000
11/1/2022	60,000	5.00%	72,819	132,819	205,638	2,525,000
5/1/2023		5.00%	71,319	71,319		2,525,000
11/1/2023	60,000	5.00%	71,319	131,319	202,638	2,465,000
5/1/2024		5.00%	69,819	69,819		2,465,000
11/1/2024	65,000	5.00%	69,819	134,819	204,638	2,400,000
5/1/2025		5.00%	68,194	68,194		2,400,000
11/1/2025	70,000	5.00%	68,194	138,194	206,388	2,330,000
5/1/2026		5.00%	66,444	66,444		2,330,000
11/1/2026	70,000	5.00%	66,444	136,444	202,888	2,260,000
5/1/2027		5.00%	64,694	64,694		2,260,000
11/1/2027	75,000	5.00%	64,694	139,694	204,388	2,185,000
5/1/2028		5.00%	62,819	62,819		2,185,000
11/1/2028	80,000	5.75%	62,819	142,819	205,638	2,105,000
5/1/2029		5.75%	60,519	60,519		2,105,000
11/1/2029	85,000	5.75%	60,519	145,519	206,038	2,020,000
5/1/2030		5.75%	58,075	58,075		2,020,000
11/1/2030	90,000	5.75%	58,075	148,075	206,150	1,930,000
5/1/2031		5.75%	55,488	55,488		1,930,000
11/1/2031	95,000	5.75%	55,488	150,488	205,975	1,835,000
5/1/2032		5.75%	52,756	52,756		1,835,000

STATEMENT 7
PARK CREEK CDD
\$2,895,000 CAPITAL IMPROVEMENT REVENUE BONDS, Series 2014A-1
DEBT SERVICE REQUIREMENT

Period Ending	Principal	Coupon	Interest	Debt Service / (a)	Annual Debt Service / (a)	Bonds Outstanding
11/1/2032	100,000	5.75%	52,756	152,756	205,513	1,735,000
5/1/2033		5.75%	49,881	49,881		1,735,000
11/1/2033	105,000	5.75%	49,881	154,881	204,763	1,630,000
5/1/2034		5.75%	46,863	46,863		1,630,000
11/1/2034	110,000	5.75%	46,863	156,863	203,725	1,520,000
5/1/2035		5.75%	43,700	43,700		1,520,000
11/1/2035	115,000	5.75%	43,700	158,700	202,400	1,405,000
5/1/2036		5.75%	40,394	40,394		1,405,000
11/1/2036	125,000	5.75%	40,394	165,394	205,788	1,280,000
5/1/2037		5.75%	36,800	36,800		1,280,000
11/1/2037	130,000	5.75%	36,800	166,800	203,600	1,150,000
5/1/2038		5.75%	33,063	33,063		1,150,000
11/1/2038	140,000	5.75%	33,063	173,063	206,125	1,010,000
5/1/2039		5.75%	29,038	29,038		1,010,000
11/1/2039	145,000	5.75%	29,038	174,038	203,075	865,000
5/1/2040		5.75%	24,869	24,869		865,000
11/1/2040	155,000	5.75%	24,869	179,869	204,738	710,000
5/1/2041		5.75%	20,413	20,413		710,000
11/1/2041	165,000	5.75%	20,413	185,413	205,825	545,000
5/1/2042		5.75%	15,669	15,669		545,000
11/1/2042	170,000	5.75%	15,669	185,669	201,338	375,000
5/1/2043		5.75%	10,781	10,781		375,000
11/1/2043	180,000	5.75%	10,781	190,781	201,563	195,000
5/1/2044		5.75%	5,606	5,606		195,000
11/1/2044	195,000	5.75%	5,606	200,606	206,213	-
Total	\$ 2,895,000		\$ 3,240,832	\$ 6,135,832	\$ 6,135,832	

Footnote:

Max annual ds: 206,388

(a) Data herein for the CDD's budgetary process purposes only.

EXHIBIT 4.

RESOLUTION 2020-05

A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE PARK CREEK COMMUNITY DEVELOPMENT DISTRICT APPROVING A PROPOSED OPERATION AND MAINTENANCE BUDGET FOR FISCAL YEAR 2020/2021; SETTING A PUBLIC HEARING THEREON PURSUANT TO FLORIDA LAW; ADDRESSING TRANSMITTAL, POSTING, AND PUBLICATION REQUIREMENTS; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, the District Manager prepared and submitted to the Board of Supervisors (“**Board**”) of the Park Creek Community Development District (“**District**”) prior to June 15, 2020 a proposed operation and maintenance budget for the fiscal year beginning October 1, 2020 and ending September 30, 2021 (“**Proposed Budget**”); and

WHEREAS, the Board has considered the Proposed Budget and desires to approve the Proposed Budget and set the required public hearing thereon.

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

1. **PROPOSED BUDGET APPROVED.** The Proposed Budget, including any modifications made by the Board, attached hereto as **Exhibit A** is hereby approved as the basis for conducting a public hearing to adopt said Proposed Budget.

2. **SETTING A PUBLIC HEARING.** The public hearing on said Proposed Budget is hereby declared and set for the following date, hour, and location:

DATE: August 12, 2020
HOUR: 6:00 p.m.
LOCATION*: Panther Trace Clubhouse
12515 Bramfield Drive
Riverview, FL

**Please note that pursuant to Governor DeSantis’ Executive Order 20-69 (as extended by Executive Orders 20-112, 20-123 and as it may be further extended or amended) relating to the COVID-19 public health emergency and to protect the public and follow the CDC guidance regarding social distancing, such public hearing and meeting may be held telephonically or virtually. Please check on the District’s website for the latest information: <http://www.parkcreekcdd.org>.*

3. **TRANSMITTAL OF PROPOSED BUDGET TO LOCAL GENERAL PURPOSE GOVERNMENT.** The District Manager is hereby directed to submit a copy of the Proposed Budget to Hillsborough County at least 60 days prior to the hearing set above.

4. **POSTING OF PROPOSED BUDGET.** In accordance with Section 189.016, Florida Statutes, the District’s Secretary is further directed to post the Proposed Budget on the District’s website at least two days before the budget hearing date and shall remain on the website for at least 45 days.

5. **PUBLICATION OF NOTICE.** Notice of this public hearing shall be published in the manner prescribed by Florida law.

6. **EFFECTIVE DATE.** This Resolution shall take effect immediately upon adoption.

PASSED AND ADOPTED ON JUNE 11, 2020.

Attest:

**Park Creek Community
Development District**

Print Name: _____
Secretary / Assistant Secretary

Michael Lawson
Chair of the Board of Supervisors

Exhibit A: Proposed Budget for Fiscal Year 2020/2021

EXHIBIT 5.

All American Lawn & Tree Specialist, LLC

2817 Turkey Creek Road
Plant City, FL 33566 US
813-571-0091



INVOICE

BILL TO

Park Creek CDD
C/O DPFPG District Manager
205 International Pkwy
Suite 280
Lake Mary, FL 32746

INVOICE # 214159**DATE** 01/31/2020**TERMS** Net 30**SERVICE ADDRESS**

Park Creek

DATE	ACTIVITY	QTY	RATE	AMOUNT
01/31/2020	Irrigation Inspection Irrigation Inspection - 1/14/2020	1	0.00	0.00
01/31/2020	Irrigation Parts:6.0 Pop-Ups:6" Pop-Ups 6" Pop-up	1	9.33	9.33
01/31/2020	Irrigation Parts:6.1 Spray Head:Hunter Nozzle 15ft 15ft Spray head - Hunter	3	1.70	5.10
01/31/2020	Irrigation Parts:6.3 PVC:6.38 Barbs:Barbed Tee/Coupling/Elbow Barbed Coup/Tee/Elbow	2	0.67	1.34
01/31/2020	Irrigation labor Labor (Irrigation Repairs)	0.75	62.00	46.50

Thank you for your business - We appreciate it very much.

BALANCE DUE**\$62.27**

We would like to remind you that our winter schedule begins November 1st.
Your property will be serviced every other week through the end of March.



WALK-THROUGH DATE: 14-Jan-20 REPAIR DATE:

Park Creek		ADDRESS												NO.	PRICE	TOTAL
MATERIALS																
Pop-up (body)	6"	1												1	\$9.33	9.33
Spray head	15ft - Hunter	3												3	\$1.70	5.10
Barbed Coup/Tee/Elbow	drip hose	2												2	\$0.67	1.34

LABOR - PRIMARY : \$	62.00	HOURS	0.75	X	1	MEN
	Time in:	0	Time out:		0.75	
	Total time:		0.75			
LABOR - ASSISTANT : \$	37.00	HOURS	0.00	X	0	MEN
	Time in:	0	Time out:		0	
	Total time:		0			

TOTAL MATERIALS	\$	15.77
PRIMARY LABOR	\$	46.50
ASSISTANT LABOR	\$	0.00
TOTAL DUE	\$	62.27

WORK COMPLETED BY: Chris Licon

Notes: Replaced pop up unit
Replaced 3 spray heads
Repaired drip line

Grandview Botanicals Landscape Co

34720 Prospect Road
Dade City, FL 33525

INVOICE

Invoice Number: 18753
Invoice Date: Feb 5, 2020
Page: 1
Duplicate

Voice:
Fax:

Bill To:
Park Creek CDD 280 International Parkway DPFG Suite 250 Lake Mary, FL 32746

Ship to:
Park Creek CDD 280 International Parkway DPFG Suite 250 Lake Mary, FL 32746

Customer ID	Customer PO	Payment Terms	
PKC0205		Net 20 Days	
Sales Rep ID	Shipping Method	Ship Date	Due Date
	Airborne		2/25/20

Quantity	Item	Description	Unit Price	Amount
1.00		Tree house Plastic Patio Bench (includes tax and delivery) Ordered per Kelly Rowe, Field Tech Mgr. DPFG Field Services	422.07	422.07
Subtotal				422.07
Sales Tax				
Total Invoice Amount				422.07
Payment/Credit Applied				
TOTAL				422.07

Check/Credit Memo No:



Reed Electric, LLC
PO box 7897
Wesley Chapel, FL 33545

Invoice

Date	P.O. No.
2/7/2020	

reedelectricfl.com

**Park Creek CDD
C/O DPFG
250 International Parkway
Suite 280
Lake Mary, FL 32746**

Project	Invoice No.
T&M	0132432

Description	Qty	Rate	Total
-Repair light fixture at amenity entrance -Install hand hole junction in front of amenity center			
Service Electrician	3	70.00	210.00
Electrical hand hole	1	27.79	27.79

Total	\$237.79
Payments/Credits	\$0.00
Balance Due	\$237.79

INVOICE

Shazam Construction, LLC

DATE: FEBRUARY 15, 2020

Shazam Hera
6773 Waterton Drive
Riverview, FL 33578

813-385-4591

ShazamConstructionLLC@gmail.com

Park Creek Wood Column

TO Bill to: Park Creek CDD
250 International Parkway suite 280
Lake Mary FL 32746

QUANTITY	DESCRIPTION	UNIT PRICE	LINE TOTAL
	Replace wood on column including caulk as needed		\$350.00
	Paint bottom of wood and stone trim white		
	Paint using Sherwin Williams		
	All paint, materials and labor is included		
SUBTOTAL			
SALES TAX			
TOTAL			\$350.00

Make all checks payable to Shazam Construction, LLC

THANK YOU FOR YOUR BUSINESS!

All American Lawn & Tree Specialist, LLC

2817 Turkey Creek Road
Plant City, FL 33566 US
813-571-0091



INVOICE

BILL TO

Park Creek CDD
C/O DPFPG District Manager
205 International Pkwy
Suite 280
Lake Mary, FL 32746

INVOICE # 214458**DATE** 02/29/2020**TERMS** Net 30**SERVICE ADDRESS**

Park Creek

DATE	ACTIVITY	QTY	RATE	AMOUNT
	Irrigation Inspection Irrigation Inspection - 2/20/20	1	0.00	0.00
	2" PVC Pipe 2" PVC pipe (per foot)	4	3.05	12.20
	Slipfix 1 1/2" 1-1/2" expansion	1	16.57	16.57
	2 1/2" x 1 1/2" Bushing(Reducing) 2" x 1 1/2" Reducer bushing	1	4.62	4.62
	1 1/2" Coupling 1-1/2" coupling	2	2.09	4.18
	10' Spray heads 10ft Spray head - Hunter	2	1.70	3.40
	Tee 2" Tee	1	3.92	3.92
	2" Coupling 2" coupling	1	2.83	2.83
	1/2" Cap 1/2" Cap	3	0.73	2.19
	Hunter Drip line Pro Hunter drip hose	3	0.61	1.83
	Barbed Tee/Coupling/Elbow Barbed Coup/Tee/Elbow	2	0.67	1.34
	Irrigation labor Labor (Irrigation Repairs)	2.50	62.00	155.00

Thank you for your business - We appreciate it very much.

BALANCE DUE

\$208.08

We would like to remind you that our winter schedule begins November 1st.
Your property will be serviced every other week through the end of March.



WALK-THROUGH DATE: 20-Feb-20 REPAIR DATE:

Park Creek		ADDRESS												NO.	PRICE	TOTAL
MATERIALS																
PVC - Pipe	2"	4												4	\$3.05	12.20
Expansion	1-1/2"	1												1	\$11.17	16.57
Bushing (Red)	1-1/2 x 2	1												1	\$4.62	4.62
Coupling	1-1/2"	2												2	\$2.09	4.18
Spray head	10ft - Hunter	2												2	\$1.70	3.40
Tee	2"	1												1	\$2.91	3.92
Coupling	2"	1												1	\$2.83	2.83
PVC - Cap fitting	1/2'	3												3	\$0.73	2.19
Dripline	1"	3												3	\$0.61	1.83
Barbed Coup/Tee/Elbow	drip hose	2												2	\$0.67	1.34

LABOR - PRIMARY : \$ 62.00 HOURS 2.50 X 1 MEN

Time in: 0 Time out: 2.5

Total time: 2.5

LABOR - ASSISTANT : \$ 37.00 HOURS 0.00 X 0 MEN

Time in: 0 Time out: 0

Total time: 0

WORK COMPLETED BY: Alvaro Martinez

TOTAL MATERIALS \$ 53.08

PRIMARY LABOR \$ 155.00

ASSISTANT LABOR \$ 0.00

TOTAL DUE \$ 208.08

Notes:

Repaired break under ground

Capped 3 tree bubblers

Replaced 2 spray heads

Repaired drip line

Straightened unit

Florida Fountains & Equipment, LLC.

17252 Alico Center Rd, Ste 2
Fort Myers, FL 33967

239.567.3030
Office@flfountains.com



Invoice

Date	Invoice #
9/16/2019	2019-10980

Bill To
DPFG C/o of Park Creek 15310 Amberly Drive Tampa, FL 33647

Job Location
Park Creek 10315 Riverdale Blvd. Riverview, FL

P.O. No.	Terms	Technician	Terms	Project
Park Creek	Due on receipt	JSR	9/16/2019	

Serviced	Description	Qty	Rate	Amount
9/13/2019	The technician inspected the fountain at the entrance as requested. He found the fountain to be working properly. He checked all amps, connections and performed a test run, all checked good. Sales Tax	1	159.00	159.00
			8.50%	0.00

Thank you for your business!	Total	\$159.00
** WE HAVE MOVED **	Payments/Credits	\$0.00
Please make note of our new address.	Balance Due	\$159.00

All American Lawn & Tree Specialist, LLC
 2817 Turkey Creek Road
 Plant City, FL 33566 US
 813-571-0091
 office@allamericanlawnandtree.com
 http://www.allamericanlawnandtree.com

Estimate



ADDRESS

Park Creek CDD
 C/O DPFG District Manager
 205 International Pkwy
 Suite 280
 Lake Mary, FL 32746

ESTIMATE #	DATE	
1209	04/03/2020	

SERVICE ADDRESS

Park Creek

ACTIVITY	QTY	RATE	AMOUNT
Get water back to collapsed areas			
Irrigation Parts:PVC Parts:PVC Pipe:1/2" PVC (315) 1/2" PVC pipe (per foot)	10	0.31	3.10
Irrigation Parts:PVC Parts:PVC Pipe:1" PVC (200) 1" PVC pipe (per foot)	15	0.50	7.50
Irrigation Parts:PVC Parts:PVC Pipe:3/4" PVC (200) 3/4" PVC pipe (per foot)	15	0.37	5.55
Irrigation Parts:PVC Parts:PVC Pipe:1-1/4" PVC pipe (per foot) 1-1/4" PVC pipe (per foot)	15	0.46	6.90
Irrigation Parts:Irrigation Parts Misc fittings needed once pipes are installed	1	65.00	65.00
Irrigation labor Labor (Irrigation Repairs) (2men)	6	62.00	372.00

TOTAL

\$460.05

Accepted By

Accepted Date

H2 Pool Services
PO Box 6291
Sun City Center, FL
33571

Estimate

Date	Estimate #
4/1/2020	10

Name / Address
Park Creek CDD Pool c/o DPFG 250 International Parkway Suite 280 Lake Mary, FL 32746

			Project
Description	Qty	Rate	Total
Installation of a temporary construction barrier/fencing around broken concrete and steep erosion landscaped area. This is to isolate the pedestrians and community residents from walking on the damaged materials and reducing the access to the steep decline. This includes labor, materials and equipment. And we will monitor the material periodically as we maintenance the amenity.		150.00	150.00
		Total	\$150.00

All American Lawn & Tree Specialist, LLC

2817 Turkey Creek Road
Plant City, FL 33566 US
813-571-0091



INVOICE

BILL TO

Park Creek CDD
C/O DPFPG District Manager
205 International Pkwy
Suite 280
Lake Mary, FL 32746

INVOICE # 214743**DATE** 03/31/2020**TERMS** Net 30

DATE	ACTIVITY	QTY	RATE	AMOUNT
	Irrigation Inspection Irrigation Inspection - 3/27/20	1	0.00	0.00
	6" Pop-Ups 6" Pop-up	2	9.80	19.60
	1" Expansion Repair 1" expansion	1	8.03	8.03
	1/2" Flex Pipe 1/2" flex pipe (per foot)	7	0.81	5.67
	12' Hunter Sprayheads 12ft Spray head - Hunter	3	1.70	5.10
	10' Spray heads 10ft Spray head - Hunter	2	1.70	3.40
	1/2" Elbow 1/2" Elbow SXS	4	0.79	3.16
	1" Coupling 1" coupling	2	1.25	2.50
	Barbed Tee/Coupling/Elbow Barbed Coup/Tee/Elbow	2	0.67	1.34
	1/2" Close Nipple 1/2" X Close Nipple (Poly)	2	0.48	0.96
	Hunter Drip line Pro Hunter drip hose	1	0.61	0.61
	Irrigation labor Labor (Irrigation Repairs)	5.50	62.00	341.00

Thank you for your business - We appreciate it very much.

BALANCE DUE

\$391.37

For the health and safety of our customers and employees we will continue our every other week schedule.
If you have any questions please call our office. (813)571-0091

lore_yeira

From: tonya_elliott-moore
Sent: Friday, April 10, 2020 9:11 AM
To: lore_yeira
Cc: kelly_rowe
Subject: FW: irrigation invoices

Follow Up Flag: Follow up
Flag Status: Completed

Lore,

Here is the explanation to pay the irrigation repairs to All American. Please file this with the invoices for future reference if we are asked why we are paying these.

Kelly, are that many irrigation heads getting stuck in the up position? Is the install of the irrigation under warranty at all?

Thank you,

Tonya

Tonya Elliott Moore
District Manager



15310 Amberly Drive Suite 175
Tampa, FL 33647
Phone: 813-374-9104 Ext 4301
Email: Tonya.Elliott-Moore@dpfg.com
Website: www.dpfg.com

BOARD SUPERVISORS - TO AVOID A POTENTIAL SUNSHINE LAW VIOLATION, PLEASE DO NOT "REPLY TO ALL" TO THIS E-MAIL - IF YOU HAVE QUESTIONS OR COMMENTS, PLEASE DIRECT THEM TO THE SENDING PARTY ONLY

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From: kelly_rowe
Sent: Wednesday, April 8, 2020 12:35 PM
To: tonya_elliott-moore
Subject: Fwd: irrigation invoices

KELLY ROWE

FIELD TECH MANAGER

Cell: [\(407\) 663-8284](tel:4076638284)

DPFG FIELD SERVICES, INC.

[15310 AMBERLY DRIVE SUITE 175 TAMPA FL 33647](#)

BOARD SUPERVISORS - TO AVOID A POTENTIAL SUNSHINE LAW VIOLATION, PLEASE DO NOT "REPLY TO ALL" TO THIS E-MAIL - IF YOU HAVE QUESTIONS OR COMMENTS, PLEASE DIRECT THEM TO THE SENDING PARTY ONLY

Begin forwarded message:

From: Denise Burruezo <denise@allamericanlawnandtree.com>

Date: April 7, 2020 at 4:10:44 PM EDT

To: kelly_rowe <kelly.rowe@dpfg.com>

Cc: "ed@earth-techpropertyolutions.com" <ed@earth-techpropertyolutions.com>

Subject: Re: irrigation invoices

Hello Kelly -

The system is designed to have the mowers drive over them -- if the sprinkler shaft is stuck in an up position, then they are broken to begin with, spray heads get clogged, also they are made of plastic and springs, overtime they wear out and break..

The mowers cut at 4-5" so the blades are not low enough to hit the sprinklers. The repairs are maintenance -- and are needed to keep the system running as close to 100% as possible -- however nothing beats Mother Nature...

Thank you,

Denise Burruezo

All American Lawn & Tree Specialist

Ph: (813) 571-0091

On Tue, Apr 7, 2020 at 3:35 PM kelly_rowe <kelly.rowe@dpfg.com> wrote:

I know billing was confused by the charges for the repairs to the sprinkler heads because nine times out of 10 when they are broken and it's due to the lawnmowers hitting it and they were wondering why they were paying for that

KELLY ROWE

FIELD TECH MANAGER

Cell: [\(407\) 663-8284](tel:4076638284)

DPFG FIELD SERVICES, INC.

15310 AMBERLY DRIVE SUITE 175 TAMPA FL 33647

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On Apr 7, 2020, at 2:24 PM, Denise Burruezo <denise@allamericanlawnandtree.com> wrote:

These are all irrigation repairs that needed to be done --- the contract covers the inspection but the repairs are billed upon completion -- once we inspect and do the repairs, we send to Paul/Lore and get PO's to cover the repairs -- Please let me know if you need me to do this a different way --

Thank you,

Denise Burruezo
All American Lawn & Tree Specialist
Ph: (813) 571-0091

On Tue, Apr 7, 2020 at 2:14 PM kelly_rowe <kelly.rowe@dpfg.com> wrote:

[KELLY ROWE](#)

FIELD TECH MANAGER

Cell: (407) 663-8284

DPFG FIELD SERVICES, INC.

15310 AMBERLY DRIVE SUITE 175 TAMPA FL 33647

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All American Lawn & Tree Specialist, LLC

2817 Turkey Creek Road
Plant City, FL 33566 US
813-571-0091



INVOICE

BILL TO

Park Creek CDD
C/O DPFG District Manager
205 International Pkwy
Suite 280
Lake Mary, FL 32746

INVOICE # 214744**DATE** 03/31/2020**TERMS** Net 30**SERVICE ADDRESS**

Park Creek

DATE	ACTIVITY	QTY	RATE	AMOUNT
	Service Call Service Call - 3/6/20	1	65.00	65.00
	Decoder /ICD100 Decoder /ICD100	1	200.00	200.00
	Splice Kit DBR-Y6 (Splice Kit - 2 Wire)	2	2.21	4.42
	Wire Connectors Wire Connectors - water proof	2	1.52	3.04
	Irrigation labor Labor (Irrigation Repairs)	1	62.00	62.00

Thank you for your business - We appreciate it very much.

BALANCE DUE

\$334.46

For the health and safety of our customers and employees we will continue our every other week schedule.
If you have any questions please call our office. (813)571-0091

lore_yeira

From: tonya_elliott-moore
Sent: Friday, April 10, 2020 9:11 AM
To: lore_yeira
Cc: kelly_rowe
Subject: FW: irrigation invoices

Follow Up Flag: Follow up
Flag Status: Completed

Lore,

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Tonya

Tonya Elliott Moore
District Manager



15310 Amberly Drive Suite 175
Tampa, FL 33647
Phone: 813-374-9104 Ext 4301
Email: Tonya.Elliott-Moore@dpfg.com
Website: www.dpfg.com

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KELLY ROWE

FIELD TECH MANAGER

Cell: [\(407\) 663-8284](tel:4076638284)

DPFG FIELD SERVICES, INC.

[15310 AMBERLY DRIVE SUITE 175 TAMPA FL 33647](#)

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All American Lawn & Tree Specialist

Ph: (813) 571-0091

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KELLY ROWE

FIELD TECH MANAGER

Cell: [\(407\) 663-8284](tel:4076638284)

DPFG FIELD SERVICES, INC.

15310 AMBERLY DRIVE SUITE 175 TAMPA FL 33647

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All American Lawn & Tree Specialist
Ph: (813) 571-0091

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[KELLY ROWE](#)

FIELD TECH MANAGER

Cell: (407) 663-8284

DPFG FIELD SERVICES, INC.

15310 AMBERLY DRIVE SUITE 175 TAMPA FL 33647

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PO Box 6291
Sun City Center, FL
33571

Date	Estimate #
5/5/2020	15

			Project
Description	Qty	Rate	Total
Cleaning involved at the amenity includes a powerwash with stronger sanitization solution, including bathroom areas, Sanitization of Loungers, Sanitization of tables and chairs, entry gates, all handles and garbage receptacles.		1,000.00	1,000.00
Option #1 Clean Mail Kiosk		100.00	100.00
Option #2 Sanitization of the Play ground equipment		750.00	750.00
Additional PPE		75.00	75.00
		Total	\$1,925.00

H2 Pool Services


PO Box 6291
Sun City Center, FL
33571

Estimate

Date	Estimate #
5/5/2020	15

Name / Address
Park Creek CDD Pool c/o DPGF 250 International Parkway Suite 280 Lake Mary, FL 32746

Project

Description	Qty	Rate	Total
Cleaning involved at the amenity includes a powerwash with stronger sanitization solution, including bathroom areas, Sanitization of Loungers, Sanitization of tables and chairs, entry gates, all handles and garbage receptacles.		1,000.00	1,000.00
Option #1 Clean Mail Kiosk		100.00	100.00
Option #2 Sanitization of the Play ground equipment		750.00	750.00
Additional PPE		75.00	75.00
 Chairman 5-6-20			
		Total	\$1,925.00

Lore_Yeira

From: Tonya_Elliott-Moore
Sent: Wednesday, May 6, 2020 9:14 AM
To: Lore_Yeira
Subject: FW: CDD Pool Cleanings
Attachments: Cypress Creek Sanitization 2020.pdf; Cypress K Sanitization 2020.pdf; Cypress Orchids Sanitization 2020.pdf; Glenn Creek Sanitization 2020.pdf; Park Creek Sanitization 2020.pdf; Sereno Sanitization 2020.pdf; Silverado Sanitization 2020.pdf; Waterleaf Sanitization 2020.pdf; Union Park East Sanitization 2020.pdf; Union Park Sanitization 2020.pdf

Importance: High

Follow Up Flag: Follow up
Flag Status: Completed

Lore,

Please cut PO's for these now....Chair is signing and sending them back to me. Please send the PO's to Ken at H2 Pools as soon as they are done. This is an urgent need.

Thank you so much,

Tonya Elliott Moore
District Manager



15310 Amberly Drive Suite 175
Tampa, FL 33647
Phone: 813-374-9104 Ext 4301
Email: Tonya.Elliott-Moore@dpfg.com
Website: www.dpfg.com

BOARD SUPERVISORS - TO AVOID A POTENTIAL SUNSHINE LAW VIOLATION, PLEASE DO NOT "REPLY TO ALL" TO THIS E-MAIL - IF YOU HAVE QUESTIONS OR COMMENTS, PLEASE DIRECT THEM TO THE SENDING PARTY ONLY

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From: Tonya_Elliott-Moore
Sent: Tuesday, May 5, 2020 6:35 PM
To: 'Mike Lawson'
Cc: Ken_Joines ; Lore_Yeira ; Anderson_Davis ; Teeanna_Kamalu ; Kelly_Rowe
Subject: CDD Pool Cleanings

Mike,

Attached are the proposal from H2 Pools to perform a deep clean – the last one I am waiting for is Union Park East – that will be along shortly.

CDD	DPFG Rep	Pool Contractor	Deep Clean Cost	Date of Deep Clean
Cypress Creek Main Pool	Kelly	H2 Pools	\$2,295.00	5/7/2020
Cypress Creek K Pool	Kelly	H2 Pools	\$975.00	5/7/2020
Cypress Creek Orchids Pool	Kelly	H2 Pools	\$975.00	5/7/2020
DG Farms	Kelly	H2 Pools	\$1,925.00	5/7/2020
Silverado	Anderson	H2 Pools	\$1,925.00	5/8/2020
Union Park East	Anderson			5/8/2020
Villages of Glen Creek	Kelly	H2 Pools	\$1,975.00	5/8/2020
Waterleaf	Kelly	H2 Pools	\$2,225.00	5/8/2020
Park Creek	Kelly	H2 Pools	\$1,925.00	5/8/2020

Tonya Elliott Moore

District Manager



DEVELOPMENT PLANNING & FINANCING GROUP, INC.

15310 Amberly Drive Suite 175

Tampa, FL 33647

Phone: 813-374-9104 Ext 4301

Email: Tonya.Elliott-Moore@dpfg.com

Website: www.dpfg.com

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From: Tonya_Elliott-Moore

Sent: Tuesday, May 5, 2020 6:13 PM

To: 'Mike Lawson' <Mike@metrodc.com>

Cc: Ken_Joines <ken.joines@dpfg.com>; Lore_Yeira <lore.yeira@dpfg.com>; Anderson_Davis

<anderson.davis@dpfg.com>; Teeanna_Kamalu <teeanna.kamalu@dpfg.com>; Kelly_Rowe <kelly.rowe@dpfg.com>

Subject: RE: CDD Pools

Mike,

Here is the eblast language. They are all the same – so you can just open one. Very similar to the signage verbiage so we stay consistent with messaging on this issue.

I just saw some pool sanitizing quotes come in...so I am off to get those finalizes.

Thank you,

Tonya Elliott Moore

District Manager



15310 Amberly Drive Suite 175

Tampa, FL 33647

Phone: 813-374-9104 Ext 4301

Email: Tonya.Elliott-Moore@dpfg.com

Website: www.dpfg.com

BOARD SUPERVISORS - TO AVOID A POTENTIAL SUNSHINE LAW VIOLATION, PLEASE DO NOT "REPLY TO ALL" TO THIS E-MAIL - IF YOU HAVE QUESTIONS OR COMMENTS, PLEASE DIRECT THEM TO THE SENDING PARTY ONLY

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From: Mike Lawson <Mike@metrodc.com>

Sent: Tuesday, May 5, 2020 6:00 PM

To: Tonya_Elliott-Moore <tonya.elliott-moore@dpfg.com>

Subject: Re: CDD Pools

Tonya

Only comment I have is under fun pool rules instead is Do not congregate in groups. Say, Do not congregate in non-family groups.

Otherwise looks good and sounds friendly.

Thanks

Sent from my iPhone

On May 5, 2020, at 5:45 PM, Tonya_Elliott-Moore <tonya.elliott-moore@dpfg.com> wrote:

Mike do you object to this as our signage at the pools for now: It will have the correct name and maximum folks for the appropriate CDD....but I didn't think you would want to see them all. They are the same just change of CDD name and correct maximum count. See chart with maximum load numbers below the verbiage. I want to get these over to the sign maker so I can get them installed by Friday.

Cypress Creek Pool Area – COVID-19 Guidelines for Use of this Pool

Welcome Back – We Missed You!
The maximum load at the pool is 50% capacity
A maximum of 49 people will be allowed in the pool area at one time.
Please assist us by adhering to this requirement.
And Don't Forget....
These

FUN POOL RULES:
If you don't live together, stay 6 feet apart
Do not congregate in groups.
No groups of more than 10 people

CDD	Max Bathing Load	50% Capacity
Cypress Creek Main Pool	97	49
Cypress Creek K Pool	38	19
Cypress Creek Orchids Pool	30	15
DG Farms	97	49
Hidden Creek	135	68
Park Creek	47	24
Silverado	80	40
Union Park	97	49
Union Park East	135	68
Villages of Glen Creek	80	40
Waterleaf	97	49

Tonya Elliott Moore
District Manager

15310 Amberly Drive Suite 175
Tampa, FL 33647
Phone: 813-374-9104 Ext 4301
Email: Tonya.Elliott-Moore@dpfg.com
Website: www.dpfg.com

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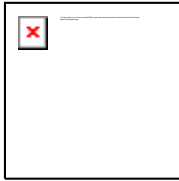
From: Mike Lawson <Mike@metrodc.com>
Sent: Tuesday, May 5, 2020 4:27 PM

To: Tonya_Elliott-Moore <tonya.elliott-moore@dpfg.com>

Subject: RE: CDD Pools

Tonya

Please call me on my cell



Mike Lawson | Managing Director, Operations

METRO DEVELOPMENT GROUP

2502 N. Rocky Point Drive | Ste 1050 | Tampa, FL 33607

office: 813.288.8078 | mobile: 813.843.3875

mike@MetroDevelopmentGroup.com

MetroDevelopmentGroup.com | MetroPlaces.com

From: Tonya_Elliott-Moore <tonya.elliott-moore@dpfg.com>

Sent: Tuesday, May 5, 2020 2:20 PM

To: Mike Lawson <Mike@metrodg.com>

Cc: Lauren Parsons <Lauren@metrodg.com>; Ken_Joiner <ken.joiner@dpfg.com>; Chloe Crooks <Chloe@metrodg.com>

Subject: RE: CDD Pools

Yes, I already sent off the list of 9 CDD's to the company that does the deep cleans to get the proposals.

Tonya

Tonya Elliott Moore

District Manager

15310 Amberly Drive Suite 175

Tampa, FL 33647

Phone: 813-374-9104 Ext 4301

Email: Tonya.Elliott-Moore@dpfg.com

Website: www.dpfg.com

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From: Mike Lawson <Mike@metrodg.com>

Sent: Tuesday, May 5, 2020 2:18 PM

To: Tonya_Elliott-Moore <tonya.elliott-moore@dpfg.com>
Cc: Lauren Parsons <Lauren@metrodg.com>; Ken_Joines <ken.joines@dpfg.com>; Chloe Crooks <Chloe@metrodg.com>
Subject: RE: CDD Pools

Tonya,
Please obtain the necessary deep cleaning contracts as soon as possible as we may end up commencing with that work this week.

Thanks

Mike Lawson | Managing Director, Operations
METRO DEVELOPMENT GROUP
2502 N. Rocky Point Drive | Ste 1050 | Tampa, FL 33607
office: 813.288.8078 | mobile: 813.843.3875
mike@MetroDevelopmentGroup.com
MetroDevelopmentGroup.com | MetroPlaces.com

From: Tonya_Elliott-Moore <tonya.elliott-moore@dpfg.com>
Sent: Tuesday, May 5, 2020 12:50 PM
To: Mike Lawson <Mike@metrodg.com>
Cc: Lauren Parsons <Lauren@metrodg.com>; Ken_Joines <ken.joines@dpfg.com>
Subject: RE: CDD Pools

Mike,

See attached – I have been putting a plan together. Just depends on if there are funds in the CDD. Park Creek resident told me they put money in their budget each year for security at the pool in summer months. Ken, is looking at that for me at the various CDD's. If that could work we might be able to open pools on a more limited schedule, create a registration system to limit 10 registrations per hour block, etc.

It would mean revving the janitorial at the pool area back up to 7 days a week.

I will send you a calendar appointment – we can just use the call in phone number and have a conference call.

Tonya Elliott Moore
District Manager

15310 Amberly Drive Suite 175
Tampa, FL 33647
Phone: 813-374-9104 Ext 4301
Email: Tonya.Elliott-Moore@dpfg.com
Website: www.dpfg.com

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From: Mike Lawson <Mike@metrodg.com>
Sent: Tuesday, May 5, 2020 11:54 AM
To: Tonya_Elliott-Moore <tonya.elliott-moore@dpfg.com>
Cc: Lauren Parsons <Lauren@metrodg.com>; Ken_Joiner <ken.joiner@dpfg.com>
Subject: CDD Pools

Tonya,
Let's have a call after 1:30.

Thanks

Mike Lawson | Managing Director, Operations
METRO DEVELOPMENT GROUP
2502 N. Rocky Point Drive | Ste 1050 | Tampa, FL 33607
office: 813.288.8078 | mobile: 813.843.3875
mike@MetroDevelopmentGroup.com
MetroDevelopmentGroup.com | MetroPlaces.com

Estimate

**Sign Solutions of Tampa Bay, Inc.**

3921 West MLK Blvd

Tampa, FL 33614

ph. (813) 269-5990

fax (813) 269-5991

email: sales@SignSolutionsTB.com

Estimate:

15219

Printed

5/6/2020 2:50:34PM

Description: PARK CREEK - COVID-19 Pool Rules**Prepared For:** Accounts Payable

ph: (321) 263-0132 x 4203

Company: Park Creek CDD**Estimate Date:** 5/6/2020 2:19:08PM

email: districtap@dpfg.com

Thank you for considering Sign Solutions for your signage needs. Please call us at 813.269.5990 if you have questions or need further information. We look forward to hearing from you and working with you on this project.

Product	Font	Qty	Sides	Height	Width	Unit Cost	Install	Item Total
1 Dibond		1	1	24	24	\$60.00	\$0.00	\$60.00

Color: White on Black**Description:** 24" x 24" x 1/8" dibond w/ laminated vinyl graphics.**Text:** COVID-19 Pool Rules

2 Installation		1	1	1	1	\$95.00	\$0.00	\$95.00
----------------	--	---	---	---	---	---------	--------	---------

Color:**Description:** Installation / Time and Materials**Text:**

Notes:

Line Item Total:	\$155.00
Tax Exempt Amt:	\$155.00
Subtotal:	\$155.00
Taxes:	\$0.00
Total:	\$155.00

Company: Park Creek CDD
250 International Parkway
Suite 280
Lake Mary, FL 32746

Received/Accepted By:

/ /

Lore_Yeira

From: Tonya_Elliott-Moore
Sent: Wednesday, May 6, 2020 3:05 PM
To: Keith Christianson; Lore_Yeira
Cc: Kelly_Rowe; Anderson_Davis; Ken_Joiner; Teeanna_Kamalu
Subject: RE: Pool signs needed ASAP

Yes, Lore these are approved, please cut the PO's. Keith please proceed.

Tonya Elliott Moore
District Manager



15310 Amberly Drive Suite 175
Tampa, FL 33647
Phone: 813-374-9104 Ext 4301
Email: Tonya.Elliott-Moore@dpfg.com
Website: www.dpfg.com

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From: Keith Christianson
Sent: Wednesday, May 6, 2020 3:01 PM
To: Tonya_Elliott-Moore ; Lore_Yeira
Cc: Kelly_Rowe ; Anderson_Davis
Subject: RE: Pool signs needed ASAP

Hi Tonya,

The updated layout is attached, along with the estimate for each location. Please let me know if approved and I'll get these into production immediately.

Thanks,

Keith Christianson | Sign Solutions
3921 W MLK Blvd | Tampa, FL 33614
✉: kchristianson@signsolutionstb.com
☎: 813.269.5990 ext. 2 | 📠: 813.269.5991(fax)

From: Keith Christianson
Sent: Wednesday, May 6, 2020 1:16 PM

INVOICE

Shazam Construction, LLC

DATE: JANUARY 9, 2020

Shazam Hera
6773 Waterton Drive
Riverview, FL 33578

813-385-4591

ShazamConstructionLLC@gmail.com

Park Creek Signs

TO Bill to: Park Creek CDD
250 International Parkway suite 280
Lake Mary FL 32746

QUANTITY	DESCRIPTION	UNIT PRICE	LINE TOTAL
	Pressure wash and paint signs as discussed		\$1,100.00
	Paint using Sherwin Williams		
	All paint, materials and labor is included		
SUBTOTAL			
SALES TAX			
TOTAL			\$1,100.00

Make all checks payable to Shazam Construction, LLC

THANK YOU FOR YOUR BUSINESS!

Lore_Yeira

From: Tonya_Elliott-Moore
Sent: Thursday, May 7, 2020 1:01 PM
To: Lore_Yeira
Cc: Kelly_Rowe; Ken_Joines; Teeanna_Kamalu; Anderson_Davis; tonyaelliottm+2u837tnre630mnfhf1b+2ua5bwuelamci6qcjjm+1lyi6pfgol@boards.trello.com
Subject: FW: Park Creek Signs
Attachments: Park Creek Signs.docx; ATT00001.htm; 063.JPG

Lore ,

Please cut this PO and then let Shazam know they are authorized to start the work. Ask them since this was a resident request could they send back to you the date they will perform the work so I can let Ms. York know.

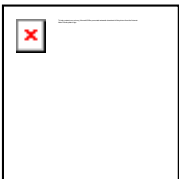
Thank you,

Tonya Elliott Moore

District Manager

From: Mike Lawson
Sent: Thursday, May 7, 2020 12:54 PM
To: Tonya_Elliott-Moore
Cc: Ken_Joines ; Lore_Yeira ; Kelly_Rowe ; Teeanna_Kamalu ; Anderson_Davis
Subject: RE: Park Creek Signs

Tonja,
I'm good with the request. Please proceed.
Thanks



Mike Lawson | Managing Director, Operations
METRO DEVELOPMENT GROUP
2502 N. Rocky Point Drive | Ste 1050 | Tampa, FL 33607
office: 813.288.8078 | mobile: 813.843.3875
mike@MetroDevelopmentGroup.com
MetroDevelopmentGroup.com | MetroPlaces.com

From: Tonya_Elliott-Moore <tonya.elliott-moore@dpfg.com>
Sent: Thursday, May 7, 2020 12:48 PM
To: Mike Lawson <Mike@metrodbg.com>
Cc: Ken_Joines <ken.joines@dpfg.com>; Lore_Yeira <lore.yeira@dpfg.com>; Kelly_Rowe <kelly.rowe@dpfg.com>; Teeanna_Kamalu <teeanna.kamalu@dpfg.com>; Anderson_Davis <anderson.davis@dpfg.com>
Subject: FW: Park Creek Signs

Mike,

A resident in Park Creek reached out to us to ask about the sign for Park Creek being re-painted. I had Kelly take a look at it to see the condition. Photo attached. This was an unbudgeted item, but we have \$6500 available in the landscaping line items. Are you good with us moving forward with this? The quote is for \$1100 and is to pressure wash the sign and re-paint it.

I think this would be a nice project that the community would appreciate it. Ms. York was the resident that requested we see if there was anything we could do.

Thank you,

Tonya Elliott Moore
District Manager



15310 Amberly Drive Suite 175
Tampa, FL 33647
Phone: 813-374-9104 Ext 4301
Email: Tonya.Elliott-Moore@dpfg.com
Website: www.dpfg.com

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From: Kelly_Rowe <kelly.rowe@dpfg.com>
Sent: Wednesday, May 6, 2020 10:08 PM
To: Tonya_Elliott-Moore <tonya.elliott-moore@dpfg.com>
Cc: Ken_Joines <ken.joines@dpfg.com>; Teeanna_Kamalu <teeanna.kamalu@dpfg.com>; Lore_Yeira <lore.yeira@dpfg.com>
Subject: Fwd: Park Creek Signs

KELLY ROWE
FIELD TECH MANAGER
Cell: [\(407\) 663-8284](tel:(407)663-8284)

DPFG FIELD SERVICES, INC.
[15310 AMBERLY DRIVE SUITE 175 TAMPA FL 33647](http://15310AMBERLYDRIVESUITE175TAMPAFL33647)

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Begin forwarded message:

From: Shazam Construction LLC Painting Contractor <shazamconstructionllc@gmail.com>

Date: May 6, 2020 at 10:07:40 PM EDT

To: Kelly Rowe <kelly.rowe@dpfg.com>

Subject: Park Creek Signs

Is this the one you are looking for?

--

Shazam Hera

Paint Contractor

813-385-4591

License #PA2932



P.O. Box 1211

Odessa, FL 33556

Phone: (813) 310-2079

Absoutpat@aol.com

5-26-20

Project: Park Creek

Location: Riverview, FL

Client: Park Creek CDD

Attn: Tonya Elliott Moore

RE: Pond Erosion

Dear Tonya,

We appreciate the opportunity to present this proposal for erosion repairs at the above referenced location. Based on information gathered through our site visit, we propose the following:

Repair erosion on Park Creek Blvd \$4000

- Removing grass and vegetation
- Backfilling and compacting washed out slope
- Install new irrigation valve boxes
- Install fiber erosion matting
- Install like kind sod

Based on the above described scope of work, we propose to a not-to-exceed fee of **\$4,000.00**. Should unforeseen site conditions appear that affect the needs of the project, we will notify you for approval before proceeding with services beyond the above-mentioned scope of services.

This project is expected to be completed in a single mobilization to avoid additional mobilization and equipment fees. Client shall provide AOI access to all areas in need of repair including site access agreements with homeowners if any work is to be performed on property not owned by the association along with adequate area for staging materials and equipment. Upon completion staging area will be swept clean and returned to pre-construction condition.

Should you have any questions or require additional information, please do not hesitate to call us. To accept this offer, please sign below and return this form to our office for processing. A signed acceptance by you will constitute a binding contract, and we will proceed accordingly, but any modification of our terms will not.

Approval:
Park Creek CDD
[Signature] Chairman
6-2-20

Lore_Yeira

From: Tonya_Elliott-Moore
Sent: Tuesday, June 2, 2020 8:16 AM
To: Lore_Yeira
Cc: Ken_Joines; Kelly_Rowe
Subject: FW: Park Creek Blvd. Erosion Repair
Attachments: Park Creek CDD Approval AO Proposal 6-2-20.pdf

Follow Up Flag: Follow up
Flag Status: Flagged

Lore,

Please cut the PO and send to Eldon at EStills@ondemandfl.com. I will tell him it is coming his way and see when he can state the work.

Tonya

Tonya Elliott Moore
District Manager



15310 Amberly Drive Suite 175
Tampa, FL 33647
Phone: 813-374-9104 Ext 4301
Email: Tonya.Elliott-Moore@dpfg.com
Website: www.dpfg.com

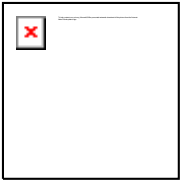
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From: Mike Lawson
Sent: Tuesday, June 2, 2020 8:17 AM
To: Tonya_Elliott-Moore
Cc: Kelly_Rowe ; Ken_Joines
Subject: RE: Park Creek Blvd. Erosion Repair

Tonya,
Attached is the approved proposal.

Thanks



Mike Lawson | Managing Director, Operations
METRO DEVELOPMENT GROUP
2502 N. Rocky Point Drive | Ste 1050 | Tampa, FL 33607
office: 813.288.8078 | mobile: 813.843.3875
mike@MetroDevelopmentGroup.com
MetroDevelopmentGroup.com | MetroPlaces.com

From: Tonya_Elliott-Moore <tonya.elliott-moore@dpfg.com>
Sent: Monday, June 1, 2020 4:56 PM
To: Mike Lawson <Mike@metrodbg.com>
Cc: Kelly_Rowe <kelly.rowe@dpfg.com>; Ken_Joiner <ken.joiner@dpfg.com>
Subject: Park Creek Blvd. Erosion Repair

Mike,

We requested quotes to repair this eroded area and exposed white valves and piping.

The cost is \$4,000 and we have funds available in the Park Creek Budget to handle this cost. We have \$10,000 in landscape replenishment that we can use to make this repair.

We received a second quote for \$7382. We attempted to get a third quote from Hamilton Engineering, but they could not get any contractors to perform the work at this time.

As this situation is pretty critical I would like to get this work done as soon as possible.

Could you please approve the attached so I can assign the work and have the contractor begin the repair.

Thank you,

Tonya Elliott Moore
District Manager



DEVELOPMENT PLANNING & FINANCING GROUP, INC.
15310 Amberly Drive Suite 175
Tampa, FL 33647
Phone: 813-374-9104 Ext 4301
Email: Tonya.Elliott-Moore@dpfg.com
Website: www.dpfg.com

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Aquatic Systems, Inc. a SOLitude Lake Management Company Lake and Wetland Management Services

October 30, 2019

Mr. Paul Cusmano, District Manager
Park Creek CDD
c/o DPFG
15310 Amberly Drive, Suite #175
Tampa, Florida 33647

VIA EMAIL: PAUL.CUSMANO@DPFG.COM

RE: Account # 00052490
Notice of Renewal: Contract for Signature

Dear Paul:

The anniversary date of your **Aquatic Systems, Inc., a SOLitude Lake Management Company** waterway management program is **February 1, 2020**. We have prepared a renewal contract for your signature. You may opt to RETAIN or DELETE (cross out) our reference to "automatic renewal" (see right-hand side of quote). If you retain "automatic renewal," a letter in lieu of a quotation will be submitted upon future anniversary dates.

We are pleased to report that your resource management program for care of your waterway system has been successful; therefore, we are extending our scheduled visits for the next successive twelve months at the SAME investment, effective **February 1, 2020**.

Effective, **February 1, 2021** through **January 31, 2023** for year two and year three **Aquatic Systems, Inc., a SOLitude Lake Management Company** proposes an adjustment to your program investment with a nominal increase of 3%. This increase will allow to dedicate the resources necessary to continue to maintain the waterway system to your complete satisfaction.

If you have any questions, please do not hesitate to contact me at 1-800-432-4302.

Please sign and return your renewal agreement. We will acknowledge receipt by mailing a signed agreement to you for your records.

We appreciate your business and look forward to another successful year ahead!

Sincerely,

Joshua F. McGarry
Regional Sales Manager

JFM/gu

Enclosure

Aquatic Systems, Inc., a SOLitude Lake Management Company

Lake & Wetland Management Services

Everything a Lake Should Be

2100 NW 33rd Street, Pompano Beach, FL 33069

Telephone: 1-800-432-4302

www.aquaticsystems.com

This Agreement made the date set forth below, by and between Aquatic Systems, Inc., a Florida Corporation, hereinafter called "ASI", and

Aquatic Services Renewal Agreement

Mr. Paul Cusmano, District Manager

Park Creek CDD

c/o DPFG

15310 Amberly Drive, Suite #175

Tampa, Florida 33647

(813) 418-7473

paul.cusmano@dpfg.com

#00052490 Automatic Renewal

Thee-Years: 02/01/20 – 01/31/23

Anniversary Date: 02/01/20 JFM

hereinafter called "Customer". The parties hereto agree as follows:

1. **ASI** agrees to manage certain lake(s) and/or waterway(s) in accordance with the terms and conditions of this Agreement in the following location:

Ten ponds (8,518 total linear foot perimeter) located at **Park Creek CDD** in Riverview, Florida.

2. Minimum of **TWELVE** (12) inspections with treatment as required (approximately once every 30 days).
3. CUSTOMER agrees to pay ASI, its agents or assigns, the following sum for specified water management service:

Annual Maintenance Program:

Algae & Aquatic Weed Management

Included

In Open Water Areas Only

Shoreline Grass Management to the Water's Edge

Included

Lake Dye

As Required by **ASI***

Debris Removal¹

Included

Triploid Grass Carp Stocking & Permitting

As Required by **ASI***

(Sites to be determined)

Carp Barrier(s) Installation/Fabrication

As Required by **ASI***

(Sites to be determined)

Management Reporting

Included

Monthly Special Customer Site Inspection Report

Included

Total Program Investment

\$ 495.00 Monthly (Year 1)

\$ 510.00 Monthly (Year 2)

\$ 525.00 Monthly (Year 3)

¹ Shoreline area to be cleaned is limited to 1 foot maximum depth. Individual litter items to be removed are limited to non-natural materials; such as, paper products, Styrofoam cups, plastic bags and aluminum cans that are accessible along the immediate shoreline. Construction debris, shopping carts, discarded household appliances or any other objects not considered litter, are not included but can be removed at an additional cost.

**Services performed at ASI's sole discretion for the success of the Waterway Management Program*

Terms & Conditions of Aquatic Services Agreement

1. If CUSTOMER does not directly own the areas where services are to be provided, CUSTOMER warrants and represents that he has control of these areas to the extent that he may authorize the specified services and in the event of dispute of ownership agrees to defend, indemnify and hold ASI harmless for the consequences of such services.

2. ASI will be reimbursed by the CUSTOMER for administrative fees, compliance programs, invoicing or payment plans or similar expenses caused by requirements placed on ASI by the CUSTOMER that are not explicitly included in this contract's specifications.
3. This Agreement shall have as its effective and anniversary date the first day of the month in which services are first rendered to the CUSTOMER.
4. ASI, at its expense, shall maintain the following insurance coverage: Workman's Compensation (statutory limits), General Liability, Property Damage, Products and Completed Operations Liability, and Automobile Liability.
5. If at any time during the term of this Agreement the government imposes any additional regulatory permit requirements or fees, this Agreement may be renegotiated to include these changes and the cost of the additional services and/or fees.
6. Cyanobacteria identification and toxin testing are not included in this agreement. Cyanobacteria are common throughout Florida waterways and our algae management program cannot guarantee the absence, elimination or control of cyanobacteria and toxins. ASI shall in no event be liable to CUSTOMER, or others, for indirect, special or consequential damages resulting from the presence of cyanobacteria or cyanobacteria toxins in their waterbodies.
7. ASI is not responsible under any circumstances for flooding or water damage from fouled water level control structures resulting from ASI installing Carp Containment Barriers on the structures.
8. Payment terms are net 30 days from invoice date. All amounts remaining due and owing 30 days after billing by SELLER shall bear interest at the rate of 1.5% per month until paid in full. The CUSTOMER shall pay all costs of collection, including liens and reasonable attorney's fees. ASI may cancel this Agreement, if CUSTOMER is delinquent more than sixty (60) days on their account.
9. Contract will automatically renew annually at the end of the contract period for subsequent one (1) year terms, with a three percent (3%) escalation in the Annual Contract Price and Additional Enhancements each year, under the same terms, specifications, and conditions as set forth by this contract, unless either party gives written notice of cancellation thirty (30) days prior to the termination date of this contract, or subsequent renewal contracts.
10. If at any time during the term of this Agreement, CUSTOMER feels ASI is not performing in a satisfactory manner, CUSTOMER shall inform ASI, by certified mail, return-receipt requested, stating the reasons for CUSTOMER'S dissatisfaction. ASI shall investigate and attempt to cure the defect. If, after 30 days from the giving of the original notice, CUSTOMER continues to feel ASI performance is unsatisfactory, CUSTOMER may cancel this Agreement by giving 30 days notice ("Second Notice") to ASI and paying all monies owing to the effective date of termination.
11. This Agreement constitutes the entire Agreement of the parties hereto and no oral or written alterations or modifications of the terms contained herein shall be valid unless made in writing and accepted by an authorized representative of both ASI and the CUSTOMER.

Customer or Authorized Agent Signature

Date

Print Name and Title of Signer

Print Company Name of Signer

Aquatic Systems, Inc. Signature

Date

Our Commitment to Responsible Lake Management

Aquatic Systems has been effectively managing Florida lakes, ponds, wetlands and uplands using targeted treatments based on scientific research for over 40 years. Headquartered in Pompano Beach and operating throughout the state of Florida, we are committed to the restoration and maintenance of naturally occurring freshwater lakes and ponds, man-made storm water/pollution retention ponds, wetlands and preserves.

Our Commitment to You

We believe that forming long-lasting partnerships with our customers is key to attaining beautiful, healthy waterways for all to enjoy.

You can expect us to:

- Respond to all calls within 48 hours, our average is 97% response in under a day
- Deliver detailed reports after every visit
- Be available for board or community meetings to give presentations or just answer questions
- Propose and promote methods that are better for the environment and more cost effective over time

Environmental Mission

We hire degreed biologists with the knowledge and experience to continuously assess and make recommendations based upon the conditions present each time they enter your property for service.

In addition to the tests we run for customers, our team of scientists engage in ongoing research to learn why existing treatments are not always effective. Our goal is to find environmentally sound treatments that overcome this growing problem in the challenging Florida environment.

We use the observations of our service teams and the research from our labs to find and promote earth-friendly products and methods to treat both common and challenging water problems.

Your Personal Lake & Wetland Management Team



Doug Agnew

General Manager & Senior Consultant

B.S. in Environmental Studies, Richard Stockton College of New Jersey. 33 years' experience.



Josh McGarry

District Manager

A.A. Liberal Arts, University of Florida. 10 years' experience.



Matt Kramer

Regional Biologist & Project Manager

B.S. in Biology and Marine Science, University of Tampa. Five years' experience.



Sam Sardes

Weed Science Director, Certified Lake Professional

M.S. in Agronomy, University of Florida. Five years experience.



Peter Simoes

Acct Rep - Regional Biologist

B.S. Environmental Studies, University of South Florida. Three years' experience.



Logan Bell

Acct Rep - Field Biologist

B.S. Candidate in Biology, University of South Florida. Five years' experience.



Jason Jaszczak

Service Manager

A.A.S. Fishery Science, Hillsborough Community College. Eight years' experience.

Aquatic Management Programs

Working in Florida Waterways Since 1977

Our beautiful Florida environments! We work and live in them every day! Aquatic Systems restores and maintains ponds, lakes, wetlands and preserves. Our exceptional results stem from using balanced and ecologically-compatible technologies.



Algae and Aquatic Weed Control

- Treatments targeted to the specific algae or plant in each water body
- Ongoing research to determine the underlying causes of overgrowth
- Scheduled treatments with management reporting
- Degreed, state certified and licensed aquatic technicians



Wetland and Upland Mitigation Services

- Design, creation and restoration of natural areas
- Exotic plant control and removal
- Mitigation management and government reporting
- Compliance violation correction services
- State certified and licensed natural areas field technicians



Midge Fly and Mosquito Control

- Treatment for year-round control of nuisance organisms: swarming midge flies, mosquito larvae, leeches and more
- State licensed and insured in public health pest control



Aquatic Lab and Field Testing and Research

- Experienced field biologists for field testing
- In-house labs for water quality testing and algae identification
- Aquatic weed science research lab to find better treatments
- Bathymetric mapping
- Easy to understand reports
- Staff biologist available for your questions



Vertex Lake Aeration and Floating Fountains

- Sales, installation, service and repair by well-trained technicians of:
 - Bottom diffused aeration systems to improve overall water quality
 - Custom design/build of floating fountains up to 60 horsepower with spectacular display heights from 10' to 100'



Fisheries Management

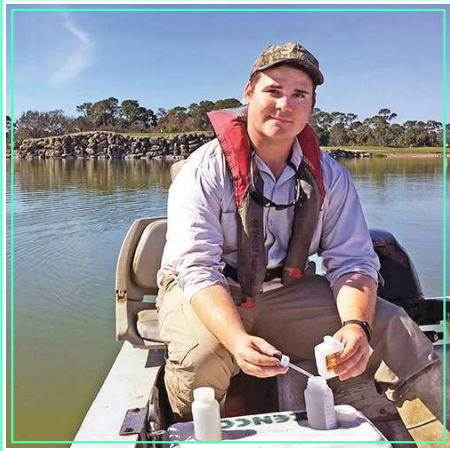
- Triploid grass carp to help control aquatic weeds
- Redear and bluegill help control midge flies
- Sport fish including largemouth bass, catfish and bluegill

Assessment Services

Lake Water Quality Testing and Research Services

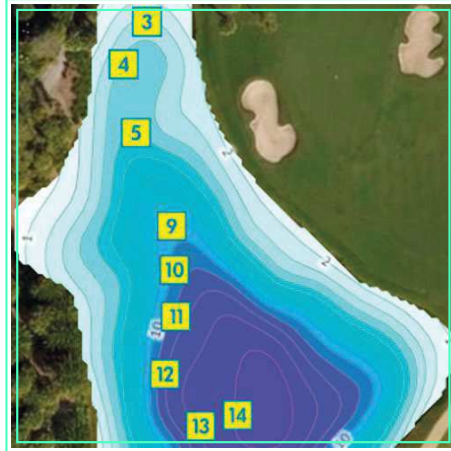
Aquatic Systems has a fully staffed, in-house laboratory to provide complete water testing services to our clients. Laboratory data have many uses; including determining suitability of water for recreation or for irrigation. All water chemistry and bacteria test reports include full explanations and an aquatic biologist is available at our laboratory to answer all your questions.

The team, shown below, consists of the top professionals in lake science and experienced regional biologists who receive ongoing training to perform all tests to the highest standards.



FIELD ASSESSMENT SAMPLING

From identifying potential source points for excessive nutrients to oxygen and temperature levels; your assessments are performed by our highly trained field biologists.



BATHYMETRIC LAKE MAPPING

How deep is your lake? How thick is the vegetation? A 3-D map of the lake will help us treat the water more efficiently and/or specify the most effective aeration system.



WATER QUALITY LAB

Water is more than H₂O. It is comprised of a multitude of nutrients and particulates. Our lab scientists can perform over 30 specialized tests to determine your water's true chemistry.



ALGAE IDENTIFICATION LAB

To treat the algae, it's important to know what type of algae you are having problems with. We can identify both the type of algae and whether or not it is toxic.



AQUATIC PLANT AND ALGAE LAB

Our in-house research lab studies difficult to control invasive species to find the most effective rate and types of treatments that minimize potential harm to the environment.



CONSULTING SERVICES

Our experts are available for water resource management presentations, or to just answer questions at your meetings. Continuing Education Units (CEUs) are also available.