

***HIDDEN CREEK
COMMUNITY DEVELOPMENT DISTRICT***

Advanced Board Package

***Board of Supervisors
Regular Meeting***

***Tuesday
March 5, 2019
10:00 A.M.***

***Metro Development Group
2502 N. Rocky Point Dr., Suite 1050
Tampa FL***

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.

HIDDEN CREEK COMMUNITY DEVELOPMENT DISTRICT AGENDA

At Metro Development Group, 2502 N. Rocky Point Dr., Ste. 1050 Tampa FL

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

All cellular phones and pagers must be turned off during the meeting.

The District Agenda is comprised of six different sections:

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

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

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

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

HIDDEN CREEK COMMUNITY DEVELOPMENT DISTRICT

Date of Meeting: Tuesday, March 5, 2019
Time: 10:00 a.m.
Location: Metro Development Group
2502 North Rocky Point Drive, Suite 1050
Tampa FL

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

AGENDA

I. Roll Call

II. Audience Comments

III. Consent Agenda

- A. Approval of the Minutes from the February 5, 2019 Meeting **Exhibit 1**
- B. Acceptance of the January 2019 Financial Statements **Exhibit 2**

IV. Business Matters

- A. Consideration and Adoption of Resolution 2019-06 Re-Designating Officers **Exhibit 3**
- B. Ratification of Innovative Employer Solutions Service Agreement **Exhibit 4**

V. Staff Reports

- A. District Manager
 - 1. Aquatic Systems Report **Exhibit 5**
- B. District Counsel
- C. District Engineer

VI. Supervisors Requests

VII. Adjournment

EXHIBIT 1.

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

The Regular Meeting of the Board of Supervisors of the Hidden Creek Community Development District was held on Tuesday, February 5, 2019 at 6:00 p.m. at the Panther Trace Clubhouse, 12515 Bramfield Drive, Riverview, Florida 33579.

FIRST ORDER OF BUSINESS – Roll Call

Mr. Cusmano called the meeting to order and conducted roll call.

Present and constituting a quorum were:

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

Also present were:

Paul Cusmano	District Manager, DPFG Management & Consulting LLC
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The following is a summary of the discussions and actions taken at the February 5, 2019 Hidden Creek CDD Board of Supervisors meeting.

SECOND ORDER OF BUSINESS – Audience Comments

There being none, next item followed.

THIRD ORDER OF BUSINESS – Consent Agenda

- A. **Exhibit 1:** Approval of the Minutes from the November 6, 2018 Meeting
- B. **Exhibit 2:** Acceptance of the December 2018 Financial Statements

On a MOTION by Mr. Lawson, SECONDED by Mr. Draper, WITH ALL IN FAVOR, the Board approved the Consent Agenda items A-B for the Hidden Creek Community Development District.

FOURTH ORDER OF BUSINESS – Business Matters

- A. **Exhibit 3:** Consideration and Adoption of Resolution 2019-02; Canvassing and Certifying the Results of the Landowners Meeting

On a MOTION by Mr. Lawson, SECONDED by Ms. Price, WITH ALL IN FAVOR, the Board adopted Resolution **2019-02**; Canvassing and Certifying the Landowner Election Results for the Hidden Creek Community Development District.

- B. **Exhibit 4:** Consideration and Adoption of Resolution 2019-03; Re-Designating Officers

On a MOTION by Mr. Lawson, SECONDED by Ms. Price, WITH ALL IN FAVOR, the Board adopted Resolution **2019-03**; re-designating the Officers of the District as follows: Mr. Michael Lawson to serve as Chairman, Mr. Doug Draper to serve as Vice Chairman, and Ms. Lori Price to serve as Assistant Secretary; District staffing is as follows: Mr. Paul Cusmano as Secretary, Ms. Patricia Comings-Thibault as Treasurer, Mr. Maik Aagaard as Assistant Treasurer; and Ms. Janet Johns as Assistant Secretary for the Hidden Creek Community Development District.

C. **Exhibit 5:** Consideration and Approval of Preliminary Supplemental Methodology Report

On a MOTION by Mr. Lawson, SECONDED by Mr. Draper, WITH ALL IN FAVOR, the Board approved the Preliminary Supplemental Methodology Report for the Hidden Creek Community Development District.

D. **Exhibit 6:** Consideration and Approval of Preliminary Engineer's Report

On a MOTION by Mr. Lawson, SECONDED by Ms. Price, WITH ALL IN FAVOR, the Board approved the Preliminary Engineer's Report for the Hidden Creek Community Development District.

E. **Exhibit 7:** Consideration and Approval of Resolution 2019-04; Delegated Awards for 2019 Bonds

1. Fourth Supplemental Trust Indenture
2. Fifth Supplemental Trust Indenture
3. Sixth Supplemental Trust Indenture
4. Form of Bond Purchase Contract
5. Form of Preliminary Offering Memorandum

On a MOTION by Mr. Lawson, SECONDED by Ms. Price, WITH ALL IN FAVOR, the Board adopted Resolution **2019-04**; Delegated Awards for 2019 Bonds for the Hidden Creek Community Development District.

F. **Exhibit 8:** DPFG Special Authorization No. 1 Agreement

On a MOTION by Mr. Lawson, SECONDED by Ms. Price, WITH ALL IN FAVOR, the Board approved the DPFG Special Authorization No. 1 Agreement for the Hidden Creek Community Development District.

G. **Exhibit 9:** FMS Bond Rule G-17 Disclosure Letter

On a MOTION by Mr. Lawson, SECONDED by Mr. Draper, WITH ALL IN FAVOR, the Board approved the FMS Bond Rule G-17 Disclosure Letter for the Hidden Creek Community Development District.

H. **Exhibit 10:** Consideration and Approval of Non-Renewal and Termination of Interlocal Agreement – DG Farms and Hidden Creek

On a MOTION by Mr. Lawson, SECONDED by Ms. Price, WITH ALL IN FAVOR, the Board approved the Non-Renewal and Termination of Interlocal Agreement – DG Farms and Hidden Creek for the Hidden Creek Community Development District.

I. **Exhibit 11:** Consideration and Adoption of Resolution 2019-05; Authorizing Termination of the Interlocal Agreement with Hidden Creek

On a MOTION by Mr. Lawson, SECONDED by Ms. Price, WITH ALL IN FAVOR, the Board adopted Resolution **2019-05**; Authorizing Termination of the Interlocal Agreement with Hidden Creek for the Hidden Creek Community Development District.

FIFTH ORDER OF BUSINESS – Staff Reports

A. District Manager

➤ **Exhibit 12:** Aquatic Systems Report

➤ **Exhibit 13:** Aquatic Systems Addendum Proposal

On a MOTION by Mr. Lawson, SECONDED by Mr. Draper, WITH ALL IN FAVOR, the Board approved the Aquatic Systems Addendum Proposal for the Hidden Creek Community Development District.

B. Attorney

There being none, next item followed.

C. District Engineer

There being none, next item followed.

SIXTH ORDER OF BUSINESS – Supervisors Requests

There being none, next item followed.

SEVENTH ORDER OF BUSINESS – Adjournment

Mr. Cusmano asked for final questions, comments, or corrections before adjourning the meeting. There being no new additional items, and upon a motion duly made, seconded and unanimously carried, Mr. Cusmano declared the meeting adjourned.

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

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

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

Signature

Signature

Printed Name

Printed Name

Title: ☐ Secretary ☐ Assistant Secretary

Title: ☐ Chairman ☐ Vice Chairman

EXHIBIT 2.

Hidden Creek CDD Community Development District

Financial Statements
Unaudited

Period ending
January 31, 2019

HIDDEN CREEK CDD
BALANCE SHEET
January 31, 2019

	GEN FUND	2016A-1	2016A-2 (AA1)	2016A-2 (AA2)	ACQ & CONST. (AA1)	ACQ & CONST. (AA2)	CONSOLIDATED TOTALS
<u>ASSETS:</u>							
CASH	\$ 119,589	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 119,589
CAP. IMPROVEMENT REVENUE	-	71,264	-	-	-	-	71,264
CAPITALIZED INT. 2016A-2	-	-	-	-	-	-	-
DS RESERVE 2016A-1	-	272,781	-	-	-	-	272,781
ACQ. & CONSTR. 2016A-1 (AA1)	-	-	-	-	-	-	-
PREPAYMENT 2016A-2	-	-	344,097	14,268	-	-	358,365
DS RESERVE (AA1)	-	-	138,750	-	-	-	138,750
COST OF ISSUANCE (AA1)	-	-	-	-	-	-	-
DS RESERVE (AA2)	-	-	-	220,313	-	-	220,313
REVENUE (AA2)	-	-	7,926	2,149	-	-	10,075
COST OF ISSUANCE (AA2)	-	-	-	-	-	-	-
ACQ. & CONSTR. (AA2)	-	-	-	-	-	2,305,621	2,305,621
RESTR. ACQ. & CONSTR. (AA2)	-	-	-	-	-	-	-
ACCOUNTS RECEIVABLE	-	63,818	-	-	891,246	-	955,064
DEPOSITS	1,570	-	-	-	-	-	1,570
TOTAL ASSETS	\$ 121,159	\$ 407,863	\$ 490,773	\$ 236,730	\$ 891,246	\$ 2,305,621	\$ 4,453,392
<u>LIABILITIES:</u>							
ACCOUNTS PAYABLE	\$ 29,619	\$ -	\$ -	\$ -	\$ 67,010	\$ 74,878	\$ 171,507
DUE TO DEBT SERVICE	63,818	-	-	-	-	-	63,818
RETAINAGE PAYABLE	-	-	-	-	562,255	-	562,255
<u>FUND BALANCE:</u>							
RESTRICTED FOR:							
CAPITAL PROJECTS	-	-	-	-	-	-	-
ASSIGNED:	-	-	-	-	-	-	-
UNASSIGNED:	27,722	407,863	490,773	236,730	261,981	2,230,743	3,655,812
TOTAL LIAB. & FUND BAL.	\$ 121,159	\$ 407,863	\$ 490,773	\$ 236,730	\$ 891,246	\$ 2,305,621	\$ 4,453,392

**HIDDEN CREEK CDD
GENERAL FUND**

**STATEMENT OF REVENUES, EXPENDITURES AND CHANGE IN FUND BALANCE
FOR PERIOD STARTING OCTOBER 1, 2018 ENDING JANUARY 31, 2019**

	FY2019 ADOPTED BUDGET	BUDGET YEAR-TO-DATE	ACTUAL YEAR-TO-DATE	VARIANCE FAVORABLE (UNFAVORABLE)
I. REVENUE				
GENERAL FUND REVENUE	296,930	98,977	108,796	9,819
MISCELLANEOUS REVENUE	-	-	7,897	(7,897)
TOTAL REVENUE	296,930	98,977	116,693	1,922
II. EXPENDITURES				
ADMINISTRATIVE:				
SUPERVISORS COMPENSATION	8,000	2,667	600	2,067
PAYROLL TAXES- BOS	612	204	46	158
PAYROLL SERVICES FEE	673	224	136	88
MANAGEMENT CONSULTING SERVICES	24,000	8,000	8,000	-
CONSTRUCTION ACCOUNTING SERVICES	1,350	1,350	4,500	(3,150)
PLANNING & COORDINATING SERVICES	36,000	12,000	12,000	-
ADMINISTRATIVE EXPENSES	7,500	2,500	2,707	(207)
BANKING SERVICES	120	40	-	40
MISCELLANEOUS	500	167	-	167
AUDITING SERVICES	3,500	1,167	-	1,167
TRAVEL PER DIEM - BOS	200	67	-	67
INSURANCE	5,830	2,651	2,550	101
REGULATORY AND PERMIT FEES	175	175	175	-
LEGAL ADVERTISEMENTS	1,800	1,794	1,794	-
PERFORMANCE & WARRANTY BOND PREM.	-	-	-	-
ENGINEERING SERVICES	5,000	1,667	945	722
LEGAL SERVICES	3,000	1,000	3,032	(2,032)
WEBSITE DEVELOPMENT & HOSTING	720	240	240	-
TOTAL ADMINISTRATIVE	98,980	35,912	36,725	(813)
DEBT SERVICE ADMINISTRATION:				
ARBITRAGE	650	650	-	650
DISSEMINATION AGENT	5,000	5,000	5,000	-
TRUSTEE FEES	9,104	9,104	9,104	-
TOTAL DEBT SERVICE ADMINISTRATION	14,754	14,754	14,104	-
PHYSICAL ENVIRONMENT:				
ELECTRICITY	1,200	400	-	400
LANDSCAPE MAINTENANCE	100,000	33,333	33,779	(446)
LANDSCAPE MAINT - BUSH HOG MOWING	6,400	2,133	2,133	(0)
LANDSCAPE REPLENISHMENT	-	-	-	-
PONDS - AQUATIC MAINTENANCE	10,536	3,512	4,679	(1,167)
PONDS - LANDSCAPE MAINTENANCE	-	-	-	-
STREETLIGHTS	42,000	9,000	-	9,000
ENTRANCE MONUMENT MAINTENANCE	5,000	1,667	-	1,667
COMPREHENSIVE FIELD TECH SERVICES	16,200	5,400	-	5,400
FIELD SERVICE TECH	-	-	-	-
FIELD MANAGER - TRAVEL	-	-	-	-
PET WASTE REMOVAL	3,060	1,020	-	1,020
CONTINGENCY	-	-	25,509	(25,509)
TOTAL CONSTRUCTION	184,396	56,465	66,100	(9,635)
TOTAL EXPENDITURES	298,130	107,131	116,929	(10,448)
EXCESS REVENUE OVER (UNDER) EXPEND.	(1,200)	(8,154)	(236)	(8,526)
FUND BALANCE - BEGINNING	-	-	27,958	27,958
FUND BALANCE - ENDING	\$ (1,200)		27,722	19,432

HIDDEN CREEK CDD
2016A-1
STATEMENT OF REVENUES, EXPENDITURES AND CHANGE IN FUND BALANCE
FOR PERIOD STARTING OCTOBER 1, 2018 ENDING JANUARY 31, 2019

	FY19 ADOPTED BUDGET	BUDGET YEAR-TO-DATE	ACTUAL YEAR-TO-DATE	FAVORABLE (UNFAVORABLE) VARIANCE
REVENUE				
SPECIAL ASSESSMENTS (NET)	414,227	138,076	140,932	2,856
MISCELLANEOUS	-	-	151,594	-
LESS: DISCOUNT ASSESSMENTS	(16,569)	-	-	-
TOTAL REVENUE	397,658	138,076	292,526	2,856
EXPENDITURES				
COUNTY - ASSESSMENT COLLECTION FEES	8,285	-	-	-
INTEREST EXPENSE				
May 1, 2019	159,535	159,535	161,556	(2,021)
November 1, 2019	159,535	-	-	-
PRINCIPAL RETIREMENT				
PRICIPAL PAYMENT				
November 1, 2019	70,000	65,000	65,000	-
TOTAL EXPENDITURES	397,355	224,535	226,556	(2,021)
EXCESS REVENUE OVER (UNDER) EXPEND.	303	(86,459)	65,970	4,877
OTHER FINANCING SOURCES (USES)				
INTERFUND TRANSFER IN	-	-	-	-
INTERFUND TRANSFER OUT	-	-	-	-
FUND BALANCE - BEGINNING	-	-	341,894	-
FUND BALANCE - ENDING	303	(86,459)	407,864	4,877

HIDDEN CREEK CDD
2016A-2 (AA1)
STATEMENT OF REVENUES, EXPENDITURES AND CHANGE IN FUND BALANCE
FOR PERIOD STARTING OCTOBER 1, 2018 ENDING JANUARY 31, 2019

	FY19 ADOPTED BUDGET	BUDGET YEAR-TO-DATE	ACTUAL YEAR-TO-DATE	FAVORABLE (UNFAVORABLE) VARIANCE
REVENUE				
SPECIAL ASSESSMENTS (NET)	940,938	313,646	330,093	16,447
MISCELLANEOUS	-	-	98,538	-
LESS: DISCOUNT ASSESSMENTS	-	-	-	-
TOTAL REVENUE	940,938	313,646	428,631	16,447
EXPENDITURES				
COUNTY - ASSESSMENT COLLECTION FEES	-	-	-	-
INTEREST EXPENSE				
May 1, 2019	104,375	104,375	104,375	-
November 1, 2019	104,375	-	-	-
PRINCIPAL RETIREMENT			380,000	(380,000)
PRICIPAL PAYMENT				
November 1, 2019	-	-	-	-
TOTAL EXPENDITURES	208,750	104,375	484,375	(380,000)
EXCESS REVENUE OVER (UNDER) EXPEND.	732,188	209,271	(55,744)	396,447
OTHER FINANCING SOURCES (USES)				
INTERFUND TRANSFER IN	-	-	-	-
INTERFUND TRANSFER OUT	-	-	-	-
FUND BALANCE - BEGINNING	-	-	546,516	-
FUND BALANCE - ENDING	732,188	209,271	490,772	396,447

HIDDEN CREEK CDD
2016A-2 (AA2)
STATEMENT OF REVENUES, EXPENDITURES AND CHANGE IN FUND BALANCE
FOR PERIOD STARTING OCTOBER 1, 2018 ENDING JANUARY 31, 2019

	FY19 ADOPTED BUDGET	BUDGET YEAR-TO-DATE	ACTUAL YEAR-TO-DATE	FAVORABLE (UNFAVORABLE) VARIANCE
REVENUE				
SPECIAL ASSESSMENTS (NET)	3,900,156	1,300,052	-	(1,300,052)
MISCELLANEOUS	-	-	108,938	-
LESS: DISCOUNT ASSESSMENTS	-	-	-	-
TOTAL REVENUE	3,900,156	1,300,052	108,938	(1,300,052)
EXPENDITURES				
COUNTY - ASSESSMENT COLLECTION FEES	-	-	-	-
INTEREST EXPENSE				
May 1, 2019	117,031	117,031	117,031	-
November 1, 2019	117,031	-	-	-
PRINCIPAL RETIREMENT			220,000	(220,000)
PRICIPAL PAYMENT				
November 1, 2019	-	-	-	-
TOTAL EXPENDITURES	234,062	117,031	337,031	(220,000)
EXCESS REVENUE OVER (UNDER) EXPEND.	3,666,094	1,183,021	(228,093)	(1,080,052)
OTHER FINANCING SOURCES (USES)				
INTERFUND TRANSFER IN	-	-	-	-
INTERFUND TRANSFER OUT	-	-	-	-
FUND BALANCE - BEGINNING	-	-	464,823	-
FUND BALANCE - ENDING	3,666,094	1,183,021	236,730	(1,080,052)

HIDDEN CREEK CDD
CAPITAL PROJECTS FUND (AA1)
STATEMENT OF REVENUES, EXPENDITURES AND CHANGE IN FUND BALANCE
FOR PERIOD STARTING OCTOBER 1, 2018 ENDING JANUARY 31, 2019

	<u>ACTUAL YEAR-TO-DATE</u>
REVENUE	
DEVELOPER FUNDING	184,165
MISCELLANEOUS REVENUE	<u>1,520</u>
TOTAL REVENUE	<u>185,685</u>
 EXPENDITURES	
REQUISITION EXPENSES	242,003
FUNDING REQUESTS	<u>182,265</u>
TOTAL EXPENDITURES	<u>424,268</u>
 EXCESS REVENUE OVER (UNDER) EXPEND.	 (238,583)
 INTERFUND TRANSFER IN	 -
FUND BALANCE - BEGINNING	500,564
 FUND BALANCE - ENDING	 <u><u>261,981</u></u>

HIDDEN CREEK CDD
CAPITAL PROJECTS FUND (AA2)
STATEMENT OF REVENUES, EXPENDITURES AND CHANGE IN FUND BALANCE
FOR PERIOD STARTING OCTOBER 1, 2018 ENDING JANUARY 31, 2019

	<u>ACTUAL YEAR-TO-DATE</u>
REVENUE	
DEVELOPER FUNDING	-
MISCELLANEOUS REVENUE	14,617
TOTAL REVENUE	<u>14,617</u>
 EXPENDITURES	
FUNDING REQUESTS	-
REQUISITION EXPENSES	244,676
TOTAL EXPENDITURES	<u>244,676</u>
 EXCESS REVENUE OVER (UNDER) EXPEND.	(230,059)
 INTERFUND TRANSFER IN	-
FUND BALANCE - BEGINNING	2,460,802
 FUND BALANCE - ENDING	<u><u>2,230,743</u></u>

HIDDEN CREEK CDD
Cash Reconciliation - General Fund
January 31, 2019

Balance Per Bank Statement	\$ 223,712.05
Less: Outstanding Checks	(104,122.77)
<i>Adjusted Bank Balance</i>	<u>\$ 119,589.28</u>
Beginning Cash Balance Per Books	\$ 273,274.09
Cash Receipts	28,549.66
Cash Disbursements	(182,234.47)
<i>Balance Per Books</i>	<u>\$ 119,589.28</u>

HIDDEN CREEK CDD CHECK REGISTER FY19

Date	Num	Name	Memo	Debit	Credit	Balance
09/30/2018		EOY Balance				552.16
10/01/2018	2289	DPFG MANAGEMENT & CONSULTING	Construction Accounting		4,500.00	-3,947.84
10/01/2018	2290	FLORIDA DEPT OF ECONOMIC OPPC	Annual Filing - FY 2019		175.00	-4,122.84
10/10/2018		Shutts & Bowen	Deposit	3,358.95		-763.89
10/10/2018		Shutts & Bowen	Deposit	2,687.16		1,923.27
10/12/2018	2284	DPFG MANAGEMENT & CONSULTING	CDD/Field Mgmt - October		5,625.00	-3,701.73
10/12/2018	2285	Stantec Consulting Services, Inc	Engineering Svcs thru 8/24/18		302.50	-4,004.23
10/12/2018	2286	TAMPA BAY TIMES	Legal Ad		314.50	-4,318.73
10/12/2018	2287	TECO	8/9-9/11 - 16925 Trite Bend St		56.57	-4,375.30
10/12/2018	2288	Venturesin.com, Inc	Web Site Hosting - October		60.00	-4,435.30
10/17/2018		Shutts & Bowen	Deposit	2,532.69		-1,902.61
10/24/2018		Dune FL Land I	O&M FY 2018 Final	4,283.96		2,381.35
10/24/2018		Dune FL Land I	O&M FY 2018 Final	2,339.35		4,720.70
10/31/2018		EOM Balance		15,202.11	11,033.57	4,720.70
11/01/2018		DPFG MANAGEMENT & CONSULTING	CDD/Field Mgmt - November		5,625.00	-904.30
11/01/2018	ACH110118	Paychex	P/R Fees - Qtrly		10.00	-914.30
11/05/2018		Shutts & Bowen	Deposit	671.79		-242.51
11/09/2018		Hidden Creek	Deposit	5,571.44		5,328.93
11/13/2018		Southshore Bay HOA	Deposit	5,300.00		10,628.93
11/13/2018	2291	Brightview Landscape Services	Landscape Maint.		5,724.40	4,904.53
11/13/2018	2293	Straley Robin Vericker	Legal Svcs thru 9/15/18		613.00	4,291.53
11/13/2018	2294	TAMPA BAY TIMES	Legal Ads		739.50	3,552.03
11/13/2018	2295	TECO	9/12-10/10 - 16925 Trite Bend St		57.02	3,495.01
11/20/2018	2298	Egis Insurance Advisors, LLC	Insurance FY 2019		2,550.00	945.01
11/20/2018	2299	Straley Robin Vericker	Legal Svcs thru 10/15/18		1,116.70	-171.69
11/21/2018		Hillsborough County Tax Collector	Deposit	43,841.35		43,669.66
11/30/2018	2300	Kelly Rowe	Expense Reimbursements		194.78	43,474.88
11/30/2018		EOM Balance		55,384.58	16,630.40	43,474.88
12/04/2018	2301	DPFG MANAGEMENT & CONSULTING	CDD/Field Mgmt - December		5,625.00	37,849.88
12/04/2018	2302	AQUATIC SYSTEMS	Lake & Pond Maint - Nov/Dec		2,534.00	35,315.88
12/04/2018	2303	Brightview Landscape Services	November - Additional Services		1,411.00	33,904.88
12/04/2018	2304	Hillsborough County Public Utilities	Water		20,317.85	13,587.03
12/04/2018	2305	LERNER REPORTING SERVICES, INC	Dissemination FY18/19		5,000.00	8,587.03
12/04/2018	2306	Stantec Consulting Services, Inc	Engineering Svcs		697.50	7,889.53
12/04/2018	2307	TAMPA BAY TIMES	Legal Ad		1,054.00	6,835.53
12/04/2018	2308	Venturesin.com, Inc	Web Site Hosting - November		60.00	6,775.53
12/04/2018		Bank Error	Deposit	0.02		6,775.55
12/05/2018	2309	Hamilton Engineering	2017-98 CF		3,779.22	2,996.33
12/05/2018		Dune FL Land I	Deposit	3,779.22		6,775.55
12/07/2018		Hillsborough County Tax Collector	Deposit	71,907.00		78,682.55
12/11/2018		Dune FL Land I	Deposit	6,408.96		85,091.51
12/13/2018		2018-01 CF	Deposit	13,200.00		98,291.51
12/14/2018		Hillsborough County Tax Collector	Deposit	89,970.04		188,261.55
12/17/2018	ACH121718	Paychex	P/R Fee		58.21	188,203.34
12/18/2018	2310	US Bank	DS Pymt Dec 18 2018		62,325.85	125,877.49
12/21/2018	20045	Ira D Draper	BOS Mtg - 12/4/18		184.70	125,692.79
12/21/2018	20047	Lori Price	BOS Mtg - 12/4/18		184.70	125,508.09
12/21/2018	20046	Michael S Lawson	BOS Mtg - 12/4/18		184.70	125,323.39
12/21/2018	ACH122118	Paychex	BOS Mtg - 12/4/18		91.80	125,231.59
12/23/2018	2311	AQUATIC SYSTEMS	Lake & Pond Maint - October		878.00	124,353.59
12/31/2018		Dune FL Land I	Deposit	148,920.50		273,274.09
12/31/2018		EOM Balance		334,185.74	104,386.53	273,274.09

HIDDEN CREEK CDD CHECK REGISTER FY19

Date	Num	Name	Memo	Debit	Credit	Balance
01/01/2019	2312	DPFG MANAGEMENT & CONSULTING	CDD/Field Mgmt - January		5,625.00	267,649.09
01/02/2019	2313	Kelly Rowe	Travel Reimbursement Dec		71.67	267,577.42
01/02/2019	2314	Brightview Landscape Services	Landscape Maint - January		4,959.00	262,618.42
01/02/2019	2315	Hillsborough County Public Utilities	11/15-12/26 - Lagoon Shore Blvd		5,840.70	256,777.72
01/02/2019	2316	Straley Robin Vericker	Legal Svcs thru 12/15/18		30.00	256,747.72
01/02/2019	2317	Hamilton Engineering	2017-95 CF		148,920.50	107,827.22
01/02/2019	2318	Dune FL Land I	2018-01 CF-refund		13,200.00	94,627.22
01/07/2019		Hillsborough County Tax Collector	Deposit	28,504.79		123,132.01
01/08/2019	2319	Venturesin.com, Inc	Website Hosting - Dec/Jan		120.00	123,012.01
01/17/2019		Hillsborough County Tax Collector	Deposit	44.87		123,056.88
01/28/2019	2326	Straley Robin Vericker	Legal Svcs thru 11/15/18		1,411.00	121,645.88
01/29/2019	2327	AQUATIC SYSTEMS	Lake & Pond Maint - January		1,267.00	120,378.88
01/29/2019	2328	Stantec Consulting Services, Inc	Engineering Svcs thru 12/28/18		247.50	120,131.38
01/29/2019	2329	Straley Robin Vericker	Legal Svcs thru 1/15/19		474.00	119,657.38
01/31/2019	ACH013119	Paychex	P/R Fees & Qtrly Fee - W2 Processing		68.10	119,589.28
01/31/2019		EOM Balance		28,549.66	182,234.47	119,589.28

EXHIBIT 3.

RESOLUTION 2019-06

A RESOLUTION RE-DESIGNATING OFFICERS OF THE PARK CREEK COMMUNITY DEVELOPMENT DISTRICT

WHEREAS, the Board of Supervisors of the Park Creek Community Development District at the business meeting held on March 5, 2019 desires to appoint the below recited persons to the offices specified.

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

1. The following persons were appointed to the offices shown, to wit:

<u>Mike Lawson</u>	Chairman
<u>Doug Draper</u>	Vice Chairman
<u>Paul Cusmano</u>	Secretary
<u>Patricia Comings-Thibault</u>	Treasurer
<u>Maik Aagaard</u>	Assistant Treasurer
<u>Janet Johns</u>	Assistant Secretary
<u>Lori Price</u>	Assistant Secretary
<u>Christie Ray</u>	Assistant Secretary
	Assistant Secretary

2. That this resolution supersedes all previous resolutions and motions designating, electing or appointing officers adopted by the Board of Supervisors of the Park Creek Community Development District and are hereby declared null and void.

Adopted this 5th day of March, 2019.

Mike Lawson
Chairman

Paul Cusmano
Secretary

EXHIBIT 4.

SERVICE AGREEMENT

Payroll Service

PARTIES

This Agreement is entered into this 21 day of February, 2019 by and between Innovative Employer Solutions, Inc., a Florida corporation (hereafter referred to as "Innovative"), and **Hidden Creek CDD** (hereafter referred to as "Client"), whose respective addresses are set forth on the signature page of this Agreement.

I. TERM OF AGREEMENT

The initial term of this Agreement shall be twelve (12) months (the "Initial Term"). The Initial Term shall commence on the 1st day of April, 2019. Following the completion of the Initial Term, this Agreement shall automatically renew and remain in full force and effect for additional terms of twelve (12) months, and shall remain in effect until either party gives written notice to the other party by delivering written notice of termination, at least THIRTY (30) days in advance. Termination or expiration of this Agreement shall not affect the continuation of any outstanding obligation or liability incurred by either party during the term of this Agreement.

II. EMPLOYEES

- A. Client expressly agrees and understands that no employee shall become employed by Innovative or covered by Innovative's workers' compensation as Innovative is only providing payroll service as defined below in III. Innovative's Responsibilities.

III. INNOVATIVE'S RESPONSIBILITIES

- A. Based on information supplied by client, Innovative shall prepare and distribute payroll checks to client's employees, make the appropriate payroll deductions and collection of taxes, file the appropriate reports and make payment to proper governmental authorities for federal, state, and local income taxes, Social Security tax, federal and state unemployment insurance taxes and any other federal or state tax. Innovative shall maintain necessary records and comply with reporting procedures and will report and file such taxes utilizing client's tax identification numbers.

IV. CLIENT RESPONSIBILITIES

- A. Client assumes full responsibility for workers' compensation claims, benefit claims (including but not limited to health insurance claims and pension claims), employment discrimination claims, general liability claims, third-party claims, and any and all other obligations or claims pertaining to employment.

V. SERVICE FEES

- A. For services to be rendered under this Agreement, Innovative shall be entitled to service fees and other fees as specified on Exhibit A hereto titled "Fee Schedule." All funds due Innovative are payable prior to Innovative's issuance of payroll checks each pay period and shall be paid to Innovative following the end of each pay period, no later than TWO (2) business days prior to the date paychecks are to be distributed to assigned employees. A late payment charge of one and one-half percent (1-½%) will be added to all accounts not paid when due. Checks returned unpaid from Client's bank will be subject to the late payment charge plus any additional costs incurred by Innovative. An unpaid balance will also be subject to periodic charge of one and one-half percent (1-½%) per calendar month (or such maximum lesser interest amount if set by applicable law at a lower amount) until paid in full.
- B. Should Client require additional services not included in this Agreement, the fee for any such additional services shall be negotiated and paid separately.

VI. INDEMNIFICATIONS

- A. Client hereby unconditionally indemnifies, holds harmless, protects and defends Innovative, and all subsidiary, affiliate, related, and parent companies, their current and former respective shareholders, employees, attorneys, officers, directors, agents and representatives (all indemnified parties referred to as "Innovative Indemnified Parties") from and against any and all claims, demands, damages (including liquidated, punitive and compensatory), injuries, deaths, actions and causes of actions, costs and expenses (including attorney's fees and expenses at all levels of proceedings), losses and liabilities of whatever nature (including liability to third parties), and all other consequences of any sort that are not due to the negligence of Innovative.
- B. Innovative hereby unconditionally indemnifies, holds harmless, protects and defends Client, and all subsidiary, affiliate and parent companies, their shareholders, employees, attorneys, officers, directors, agents and representatives from and against any and all claims, demands, damages, injuries, deaths, actions, costs and expenses (including attorney's fees and expenses at all levels of proceedings), losses and liabilities of whatever nature (including liability to third parties), and other consequences of any sort, arising out of the negligent or willful failure of any employee employed by Innovative.

- C. All indemnifications are and shall be deemed to be contractual in nature and shall survive the termination or expiration of this Agreement.

VII. EFFECT OF TERMINATION

- A. If for any reason payment is not made when due, Client agrees that Innovative will have the right to immediately terminate its performance hereunder, withhold services, and/or bring suit seeking damages. If for any reason (whether or not required by applicable law) Innovative makes any payment to any of the employees after this Agreement has been terminated, Innovative shall be entitled to full reimbursement for such expenses associated with such payment.
- B. Innovative may also terminate this Agreement if, at any time, Innovative in its sole discretion determines that a material adverse change has occurred in the financial condition of Client, or that Client is unable to pay its debts as they become due in the ordinary course of business. Such termination or expiration shall not relieve Client of any obligation set forth herein, including but not limited to its payment obligations to Innovative. In addition, Innovative may at any time immediately terminate this Agreement or withhold its services in the event of a material breach by Client of any of the terms of this Agreement.

VIII. GENERAL PROVISIONS

- A. This Agreement is assignable by Innovative at its sole discretion.
- B. This Agreement constitutes the entire agreement between the parties with regard to this subject matter and no other agreement, statement, promise or practice between the parties relating to the subject matter shall be binding on the parties. This Agreement may be changed only by a written amendment signed by both parties.
- C. This Agreement shall be governed by and construed in accordance with the laws of the State of Florida and venue shall be in the applicable court in Pinellas County, Florida.
- D. In the event of any lawsuit or other proceeding to enforce the provisions of this Agreement, any party who shall substantially prevail in such litigation shall be entitled to an award of its costs and reasonable attorney's fees incurred at all levels of proceedings.
- E. In the event that any provision contained in this Agreement is held to be unenforceable by a court of competent jurisdiction, the validity, legality, or enforceability of the remainder of this Agreement shall in no way be affected or impaired thereby.

AGREED TO:

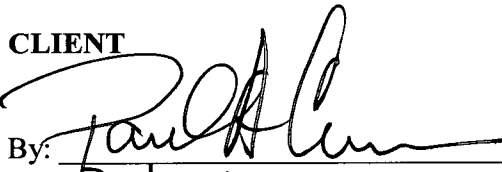
INNOVATIVE EMPLOYER SOLUTIONS, INC

By: _____
(Date)

635 93rd Ave N
St Petersburg, FL 33712

Under penalties of perjury, I declare that I have read the foregoing document and that the facts stated therein are true. In addition, the foregoing Agreement is agreed to.

CLIENT

By:  _____
District manager (Date) 2/21/19

250 International Pkwy Suite 280
Lake Mary, FL 32746

Exhibit A
Payroll Service Fees

\$49.00 per invoice processed. Delivery fee of \$8.00 for the delivery of payroll to DPGF. No delivery fee for payrolls delivered to DPGF in groups of two or more.

The New Account Set Up Fee is **waived**.

The New Employee Setup Fee is **waived**.

Client requested Stop payments are \$35.

NSF Client Checks or ACHs are \$35.

EXHIBIT 5.



Hidden Creek CDD Waterway Inspection Report

Reason for Inspection: Routine Scheduled - Monthly

Inspection Date: 2/20/2019

Prepared for:

Mr. Paul Cusmano, District Manager/Owner Rep.
DPFG
15310 Amberly Drive, Suite #175
Tampa, Florida 33647

Prepared by:

Logan Bell, Account Representative/Biologist
Aquatic Systems, Inc. - Sun City Field Office
Corporate Headquarters
2100 N.W. 33rd Street, Pompano Beach, FL 33069
1-800-432-4302

Site: 1, 11



Comments: Normal growth observed

Pond #1 (left) was identified with trace amounts of shoreline algae development, which will be treated during our upcoming maintenance visits. Treatment was performed on 2/6/2019 targeting shoreline weeds. Pond #11 (top and bottom right) displayed positive results of treatment performed on 2/6/2019 targeting weeds and algae.

Site: 2, 12



Comments: Normal growth observed

Pond #2 (left) looked good during inspection. Treatment was performed on 2/6/2019 targeting shoreline weeds, which displayed positive results during inspection. Pond #12 (top and bottom right) requires treatment to target new development of Primrose and Torpedograss, which will require 14-21 days for positive results to be evident.

Site: 3, 13



Comments: Normal growth observed

During our visit on 2/6/2019 moderate filamentous algae was observed within Pond #3, which was treated. During inspection algae displayed a 95 % reduction with trace amounts of algae present at the time. Pond #13 (top and bottom right) displayed a minor band of filamentous algae, which will require treatment during our upcoming visit.

Site: 4, 14



Comments: Normal growth observed

Pond #4 was identified with minor filamentous algae development along the shoreline, which is expected to clear following treatment scheduled for our upcoming maintenance visits. Minor native Gulf Spikerush appeared healthy along the shoreline. Pond #14 (top and bottom right) appeared to be in good condition.

Site: 5, 15



Comments: Site looks good

Pond #5 looked good during inspection following treatment performed on 2/6/2019 targeting shoreline weed development, which had displayed positive results during inspection. Fountain install looked good. Pond #15 (top and bottom right) displayed new development of Cattails adjacent to the culvert pipe, which will require treatment.

Site: 6



Comments: Site looks good

Pond #6 looked good during inspection. No invasive weeds, algae, or submersed vegetation were noted.

Site: 7



Comments: Normal growth observed

Pond #7 displayed a reduction in development of submersed Slender Spikerush and Bladderwort. Submersed vegetation within Pond #7 will continue to be monitored and treated as necessary. Water clarity remains high at 2-4 feet visibility.

Site: 8



Comments: Requires attention

Pond #8 displayed a moderate development of filamentous algae, likely due to the introduction of silt, which is charged with nitrogen and phosphorus. Treatment will be performed during our upcoming maintenance visits.

Site: 9



Comments: Normal growth observed

Pond #9 was identified with development of rushes and terrestrial vegetation on the large exposed banks, which will require treatment to be performed during our upcoming scheduled maintenance visit. Pond #9 is an excellent candidate for a native aquatic planting to support the shoreline and filter nutrients that are incoming to the water body.

Site: 10



Comments: Normal growth observed

Pond #10 was treated during our recent visit on 2/6/2019 targeting algae development, which had displayed a positive reduction. Further treatment will be required to reduce the algae to a manageable level. Treatment will continue during our routine maintenance visits.

Management Summary

Overall, the ponds within the Hidden Creek CDD continue to display positive results following routine maintenance visits targeting invasive weeds, algae, and submersed vegetation. New sites including Ponds #10, #11, #12, #13, #14, and #15 are starting to settle and developing new species of weeds and algae and will continue to be monitored and treated as necessary to provide refuge for native plant materials and to reduce the chances of invasive weed growth or algae blooms. New development of invasive weeds were identified within Ponds #9, #12, and #15, which will require treatment to be performed during our upcoming maintenance visits. Minor submersed Bladderwort and Slender Spikerush was identified within Pond #7, which will be monitored and treated as necessary.

Pond #10 is displaying the most undesirable growth in the Filamentous algae floating on the surface, which was treated on 2/6/2019 and will be treated again during our upcoming maintenance visits. ASI will continue to monitor Pond #10 for algae blooms and if recurring over a longer period of time a restoration assessment may be proposed to identify the cause of the related algae blooms. Due to the increased temperatures and lack of cloud cover algae is expected to have some development and will be monitored and treated as necessary. Algae was also identified within Ponds #1, #3, #4, #8, and #13 and will be targeted during our upcoming scheduled visit. Algae is expected to clear given 10-14 days following application.

The conditions of the water in your lake affects the health of every living thing in it. A comprehensive consultation begins right at the water's edge so that we can understand the current state of your lake, and what to begin testing for. Color, odor, algae, plants and other living organisms, even the neighborhood around the lake will tell a biologist a lot about your lake. Lakes often show deteriorating conditions due to increased urban influences, lake aging, and declining health or overuse of traditional treatment options that no longer work. Water quality testing will encompass all these factors and provide quantitative results that can be used and compared to provide long term solutions for your lakes.

When native vegetation is planted within storm water retention ponds they provide habitat for other desirable native wildlife such as fish, birds, invertebrates, and dragon flies which will feed on mosquito. Native vegetation will take root into the banks and provide sediment stability to control erosion and accumulation. This vegetation also provides a border to prevent unwanted debris, grass clippings, leaves, fertilizers, and other items which would cause excessive nutrient spikes within the pond. Combined, all these supplemental additions provide longevity and aesthetics for a pond that will be enjoyed by all.

Recommendations/Action Items

- Routine Maintenance.
- Continue to monitor all ponds for Algal growth and target on contact.
- Continue to treat all sites for invasive vegetation during our routine visits.
- Treat Ponds #10 and #8 for algae development.
- Target Cattails within Pond #15.
- Continue to promote native vegetation throughout the community.
- Initial treatment date of 11/27/18 for add-on Ponds #10, #11, #12, #13, #14, and #15.

THANK YOU FOR CHOOSING ASI!

