

***PARK CREEK  
COMMUNITY DEVELOPMENT DISTRICT***

***Board of Supervisors  
Meeting***

***Tuesday  
February 2, 2016  
10:00a.m.***

***At: Metro Development Group  
2502 North Rocky Point Drive  
Suite 1050  
Tampa, Florida***

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

# Park Creek

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## Community Development District

Development Planning and Financing Group  
15310 Amberly Drive, Suite 175, Tampa, Florida 33647  
Phone: 813-374-9105

Board of Supervisors  
**Park Creek Community  
Development District**

The Regular Meeting of the Park Creek Community Development District is scheduled to be held on **Tuesday February 2, 2016 at 10:00 a.m.** at the Metro Development Offices 2052 N. Rocky Point Drive Suite 1050 Tampa, Florida.

*Attached is the advanced copy of the agenda for the meeting along with associated documentation for your review and consideration. Any additional support material will be provided under separate cover.*

I look forward to seeing you at the meeting and in the meantime if you have any questions, please contact me.

Sincerely,

*Bruce St. Denis*

Bruce St. Denis  
District Manager

# PARK CREEK COMMUNITY DEVELOPMENT DISTRICT

Date of Meeting: Tuesday February 2, 2016  
Time: 10:00 a.m.  
Location: Metro Development Group  
2502 N. Rocky Point Drive Suite 1050  
Tampa, Fl.  
Conference Call No: 712.432.1500  
Code: 434537#

## ***Business Meeting Agenda***

	<b>Exhibit(s)</b>
<b>I.</b> Roll Call	
<b>II.</b> Audience Comments	
<b>III.</b> Administrative Matters	
<b>a.</b> Approval of Minutes for December 1, 2015 Meeting	<b>1</b>
<b>b.</b> Acceptance of the December 2015 Financials	<b>2</b>
<b>c.</b> Appointment of Supervisor to Fill Vacant Seat # 3	
<b>d.</b> Oath of Office	
<b>e.</b> Resolution 2016-1 Officers	<b>3</b>
<b>IV.</b> Business Matters:	
<b>a.</b> Additional Matters	
<b>V.</b> Staff Reports	
<b>a.</b> Manager	

**Exhibit(s)**

- b.** Attorney
- c.** Engineer
  
- VI.** Public Comments
- VII.** Supervisor Requests
- VIII.** Adjournment

# EXHIBIT 1

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

10 The Regular Meeting of the Board of Supervisors of the Park Creek Community Development  
11 District was held on Tuesday, December 1, 2015 at 10:00 a.m. at the Metro Development Group, 2502 N.  
12 Rocky Point Drive, Suite 1050, Tampa FL.  
13

14 **FIRST ORDER OF BUSINESS - Roll Call**

15 Mr. St. Denis called the meeting to order.

16 Present and constituting a quorum were:

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

20 Also present were:

21 Bruce St. Denis	District Manager
22 Mark Straley	District Counsel (via phone)

23 **SECOND ORDER OF BUSINESS – Audience Comments**

24 There being none, the next item followed.

25 **THIRD ORDER OF BUSINESS – Administrative Matters**

26 **A. Approval of Minutes of November 3, 2015 Regular Meeting**

27 Mr. St. Denis presented the minutes of the November 3, 2015 meeting and asked for comments,  
28 questions or corrections.  
29

30 On a MOTION by Mr. Lawson, SECONDED by Mr. Draper, WITH ALL IN FAVOR, the Board  
31 approved the minutes of the Board of Supervisors’ meeting held on November 3, 2015 for the Park Creek  
32 Community Development District.

33 **B. Acceptance of October 2015 Financial Statements**

34 Mr. St. Denis presented the October 2015 Financial Statements and asked for comments or  
35 questions.  
36

37 On a MOTION by Mr. Lawson, SECONDED by Ms. Price, WITH ALL IN FAVOR, the Board accepted  
38 the October 2015 Financial Statements for the Park Creek Community Development District.  
39

40 **C. Appointment of Supervisor to fill Vacant Seat #3**

41 This item was tabled..

42 **D. Oath of Office**

This item was tabled.

**E. Resolution 2016-1 Officers**

This item was tabled.

**FOURTH ORDER OF BUSINESS – Business Matters**

**A. Additional Items**

Mr. Lawson commented he is looking at a possible Bond issue for Phase 3.

43 **FIFTH ORDER OF BUSINESS – Staff Reports**

44 **A. Manager**

45 There being none, the next item followed.

46 **B. Attorney**

47 There being none, the next item followed.

48 **C. Engineer**

49 There being none, the next item followed.

50 **SIXTH ORDER OF BUSINESS – Public Comments**

51 There being none, the next item followed.

52 **SEVENTH ORDER OF BUSINESS – Supervisor Requests**

53 There being none, the next item followed.

54 **EIGHTH ORDER OF BUSINESS – Adjournment**

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

57  
58 *\*Each person who decides to appeal any decision made by the Board with respect to any matter*  
59 *considered at the meeting is advised that person may need to ensure that a verbatim record of the*  
60 *proceedings is made, including the testimony and evidence upon which such appeal is to be based.*

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

63  
64  
65 \_\_\_\_\_  
66 **Signature**

65 \_\_\_\_\_  
66 **Signature**

67  
68 \_\_\_\_\_  
69 **Printed Name**  
70 **Title:**  **Secretary**     **Assistant Secretary**

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68 \_\_\_\_\_  
69 **Printed Name**  
70 **Title:**  **Chairman**     **Vice Chairman**

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# EXHIBIT 2



# **Park Creek Community Development District**

**Financial Statements  
(Unaudited)**

Period Ending  
December 31, 2015

**Park Creek CDD**  
**Balance Sheet**  
**December 31, 2015**

	<u>O &amp; M</u>	<u>SERIES 2013 A-1</u>	<u>SERIES 2013 A-2</u>	<u>SERIES 2014</u>	<u>CAPITAL PROJECTS 2013A</u>	<u>2014A</u>	<u>TOTAL</u>
<b><u>ASSETS:</u></b>							
CASH	\$ 218,298	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 218,298
INVESTMENTS:							
REVENUE FUND	-	7,240	0	3	-	-	7,243
CAPITAL INTEREST	-	-	-	-	-	-	-
RESERVE	-	173,210	10,074	206,388	-	-	389,671
PREPAYMENT	-	-	289,219	-	-	-	289,219
INTEREST FUND	-	1	0	-	-	-	1
ACQUISITION/CONSTRUCTION	-	-	-	-	10	1	11
ACCTS RECEIVABLE - FR DUE FROM DEV	5,622	-	-	-	-	19,549	25,171
ASSESSMENTS RECEIVABLE - ON ROLL	44,798	45,893	-	-	-	-	90,691
PREPAID EXPENSES	-	-	-	-	-	-	-
UTILITY DEPOSIT (TECO)	5,960	-	-	-	-	-	5,960
DUE FROM OTHER FUNDS	-	126,408	-	40,600	-	-	167,008
<b>TOTAL ASSETS</b>	<b><u>\$ 274,677</u></b>	<b><u>\$ 352,753</u></b>	<b><u>\$ 299,294</u></b>	<b><u>\$ 246,991</u></b>	<b><u>\$ 10</u></b>	<b><u>\$ 19,550</u></b>	<b><u>\$ 1,193,274</u></b>
<b><u>LIABILITIES:</u></b>							
ACCOUNTS PAYABLE	\$ 17,938	\$ -	\$ -	\$ -	\$ -	\$ 19,549	\$ 37,487
DEFERRED REVENUE - ON ROLL ASSESSMT	44,798	45,893	-	-	-	-	90,691
DUE TO OTHER FUNDS	126,408	40,600	-	-	-	-	167,008
<b><u>FUND BALANCE:</u></b>							
NONSPENDABLE:							
PREPAID AND DEPOSITS	5,960	-	-	-	-	-	5,960
RESTRICTED FOR:							
DEBT SERVICE	-	266,259	299,294	246,991	-	-	812,544
CAPITAL PROJECTS	-	-	-	-	10	1	11
UNASSIGNED	79,573	-	-	-	-	-	79,573
<b>TOTAL LIABILITIES &amp; FUND BALANCE</b>	<b><u>\$ 274,677</u></b>	<b><u>\$ 352,753</u></b>	<b><u>\$ 299,294</u></b>	<b><u>\$ 246,991</u></b>	<b><u>\$ 10</u></b>	<b><u>\$ 19,550</u></b>	<b><u>\$ 1,193,274</u></b>

**Park Creek CDD**  
**General Fund**  
**Statement of Revenue, Expenditures and Changes In Fund Balance**  
**FY2016 - For The Period From October 1, 2015 through December 31, 2015**  
**Preliminary**

	FY2016 ADOPTED BUDGET	BUDGET YR-TO-DATE	ACTUAL YEAR-TO-DATE	FAVORABLE (UNFAVORABLE) VARIANCE
<b>REVENUE</b>				
ASSESSMENT ON-ROLL (Gross budget / Net actual)	\$ 167,747	\$ 81,334	\$ 122,950	\$ 41,615
OFF-ROLL FUNDING (Developer )	234,617	69,263	69,263	-
INTEREST	-	-	148	148
DISCOUNT (ASSESSMENTS)	(16,095)	-	-	-
<b>TOTAL REVENUE</b>	<b>\$ 386,269</b>	<b>\$ 150,597</b>	<b>\$ 192,361</b>	<b>\$ 41,764</b>
<b>EXPENDITURES</b>				
<b>ADMINISTRATIVE:</b>				
SUPERVISORS FEES	12,000	3,000	2,000	1,000
PAYROLL TAXES	918	230	153	77
PAYROLL SERVICES	600	150	141	9
MANAGEMENT CONSULTING SERVICES	21,000	5,250	5,250	-
PLANNING & COORDINATING SERVICES	24,000	6,000	6,000	-
ADMINISTRATIVE SERVICES	5,500	1,375	1,375	0
BANK FEES	175	44	25	19
REGULATORY AND PERMIT FEES	175	175	175	-
MISCELLANEOUS EXPENSES (Mass mail, room rental,etc)	500	125	68	57
AUDITING	2,400	-	-	-
TRAVEL PER DIEM	500	125	-	125
LEGAL ADVERTISEMENTS	1,500	375	-	375
ENGINEERING SERVICES	4,500	1,125	296	829
LEGAL SERVICES - GENERAL	5,000	1,250	715	535
WEBSITE HOSTING	1,995	499	420	79
BONDS PERFORMANCE SERVICES	5,000	2,500	2,500	-
COUNTY COLLECTION FEES	16,095	-	-	-
<b>TOTAL ADMINISTRATIVE</b>	<b>101,858</b>	<b>22,222</b>	<b>19,117</b>	<b>3,105</b>
<b>INSURANCE:</b>				
INSURANCE (Liability, Property & Casualty)	17,008	17,008	21,175	(4,167)
<b>TOTAL INSURANCE</b>	<b>17,008</b>	<b>17,008</b>	<b>21,175</b>	<b>(4,167)</b>
<b>DEBT SERVICE ADMINISTRATION:</b>				
DISSEMINATING AGENT	5,000	5,000	5,000	-
ARBITRAGE REPORTING	500	-	-	-
TRUSTEE FEES - DS2013	5,388	5,388	5,388	1
TRUSTEE FEES - DS2014	-	-	3,233	(3,233)
<b>TOTAL DEBT SERVICE ADMINISTRATION</b>	<b>10,888</b>	<b>10,388</b>	<b>13,620</b>	<b>(3,232)</b>
<b>PHYSICAL ENVIRONMENT EXPENDITURES:</b>				
UTILITY - STREETLIGHTS	31,000	7,750	7,154	596
UTILITY -GEN ELECTRICITY	10,200	2,550	1,316	1,234
UTILITY - WATER	16,800	4,200	232	3,968
SOLID WASTE DISPOSAL	3,720	930	-	930
LANDSCAPE MAINTENANCE	57,564	14,391	14,001	390
LANDSCAPE REPLACEMENT	29,639	7,410	21,591	(14,181)
IRRIGATION MAINTENANCE	3,000	750	2,127	(1,377)
MITIGATION & POND MAINTENANCE	12,756	3,189	8,210	(5,021)
STORMWATER DRAINAGE & MAINT	-	-	2,212	(2,212)
FIELD MANAGER	16,800	4,200	2,190	2,010
FIELD CONTINGENCY	10,000	2,500	936	1,564
<b>TOTAL PHYSICAL ENVIRONMENT</b>	<b>191,479</b>	<b>47,870</b>	<b>59,969</b>	<b>(12,100)</b>
<b>AMENITY CENTER OPERATIONS:</b>				
POOL SERVICE CONTRACT	7,200	1,800	1,800	-
POOL MAINTENANCE AND REPAIRS	3,500	875	-	875
POOL PERMITS	275	-	-	-
AMENITY CENTER CLEANING & MAINTENANCE	5,520	1,380	1,255	125

**General Fund**  
**Statement of Revenue, Expenditures and Changes In Fund Balance**  
**FY2016 - For The Period From October 1, 2015 through December 31, 2015**  
**Preliminary**

	<b>FY2016 ADOPTED BUDGET</b>	<b>BUDGET YR-TO-DATE</b>	<b>ACTUAL YEAR-TO-DATE</b>	<b>FAVORABLE (UNFAVORABLE) VARIANCE</b>
AMENITY CENTER INTERNET	2,280	570	-	570
AMENITY CENTER ELECTRICITY	14,400	3,600	-	3,600
AMENITY CENTER WATER	10,500	2,625	-	2,625
PEST CONTROL	1,020	255	445	(190)
REFUSE SERVICE	2,100	525	-	525
AMENITY CENTER LANDSCAPE MAINTENANCE	12,000	3,000	-	3,000
AMENITY CENTER MISC REPAIRS & MAINT	6,242	1,561	-	1,561
<b>TOTAL AMENITY CENTER OPERATIONS</b>	<b>65,037</b>	<b>16,191</b>	<b>3,500</b>	<b>12,690</b>
<b>TOTAL EXPENDITURES</b>	<b>386,270</b>	<b>113,678</b>	<b>117,382</b>	<b>(3,704)</b>
<b>EXCESS OF REVENUE OVER (UNDER) EXPENDITURES</b>	(1)	36,919	74,979	38,060
<b>NET CHANGE IN FUND BALANCE</b>	(1)	36,919	74,979	38,060
FUND BALANCE - BEGINNING	-	-	10,554	10,554
<b>FUND BALANCE - ENDING</b>	<b>\$ (1)</b>	<b>\$ 36,919</b>	<b>\$ 85,533</b>	<b>\$ 48,614</b>

**Park Creek CDD**  
**Debt Service - Series 2013 A-1**  
**Statement of Revenue, Expenditures and Changes In Fund Balance**  
**FY2016 - For The Period From October 1, 2015 through December 31, 2015**  
**Preliminary**

	<b>FY2016 ADOPTED BUDGET</b>	<b>BUDGET YEAR-TO-DATE</b>	<b>ACTUAL YEAR-TO-DATE</b>	<b>VARIANCE FAVORABLE (UNFAVORABLE)</b>
<b>REVENUE</b>				
ASSESSMENT ON-ROLL (Budget at Gross, Actuals at Net)	\$ 187,875	\$ 103,312	\$ 126,204	\$ 22,892
DEVELOPER FUNDING	372	-	-	-
INTEREST--INVESTMENT	-	-	3	3
DISCOUNT	(7,844)	-	-	-
<b>TOTAL REVENUE</b>	<b>180,403</b>	<b>103,312</b>	<b>126,207</b>	<b>22,895</b>
<b>EXPENDITURES</b>				
COUNTY COLLECTION FEES	7,844	-	-	-
INTEREST EXPENSE	146,300	73,947	73,947	-
PRINCIPAL EXPENSE	25,000	25,000	25,000	-
<b>TOTAL EXPENDITURES</b>	<b>179,144</b>	<b>98,947</b>	<b>98,947</b>	<b>-</b>
<b>EXCESS OF REVENUE OVER (UNDER) EXPEND.</b>	<b>1,259</b>	<b>4,366</b>	<b>27,260</b>	<b>22,895</b>
<b>OTHER FINANCING SOURCES (USES)</b>				
TRANSFER IN	-	-	-	-
TRANSFER OUT (USES)	-	-	-	-
<b>TOTAL OTHER FINANCING SOURCES (USES)</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
NET CHANGE IN FUND BALANCE	1,259	4,366	27,260	22,895
FUND BALANCE - BEGINNING	-	-	238,999	238,999
<b>FUND BALANCE - ENDING</b>	<b>\$ 1,259</b>	<b>\$ 4,366</b>	<b>\$ 266,259</b>	<b>\$ 261,894</b>

**Park Creek CDD**  
**Debt Service - Series 2013 A-2**  
**Statement of Revenue, Expenditures and Changes In Fund Balance**  
**FY2016 - For The Period From October 1, 2015 through December 31, 2015**  
**Preliminary**

	<b>FY2016 ADOPTED BUDGET</b>	<b>BUDGET YEAR-TO-DATE</b>	<b>ACTUAL YEAR-TO-DATE</b>	<b>VARIANCE FAVORABLE (UNFAVORABLE)</b>
<b>REVENUE</b>				
ASSESSMENT ON-ROLL (Budget at Gross, Actuals at Net)	\$ -	\$ -	\$ -	\$ -
ASSESSMENT OFF-ROLL & DEV FUNDING	224,185	183,090	183,090	-
INTEREST--INVESTMENT	-	-	8	8
FUND BALANCE FORWARD	750	-	-	-
DISCOUNT	(9,341)	-	-	-
<b>TOTAL REVENUE</b>	<b>215,594</b>	<b>183,090</b>	<b>183,098</b>	<b>8</b>
<b>EXPENDITURES</b>				
COUNTY ASSESSMENT COLLECTION FEES	9,341	-	-	-
INTEREST EXPENSE- 5/01/2016	103,125	49,950	49,950	-
INTEREST EXPENSE- FY2017 -Nov 1, 2016	103,125	-	-	-
PRINCIPAL PREPAYMENT	-	-	470,000	(470,000)
<b>TOTAL EXPENDITURES</b>	<b>215,591</b>	<b>49,950</b>	<b>519,950</b>	<b>(470,000)</b>
<b>EXCESS OF REVENUE OVER (UNDER) EXPEND.</b>	<b>4</b>	<b>133,140</b>	<b>(336,852)</b>	<b>(469,992)</b>
NET CHANGE IN FUND BALANCE	4	133,140	(336,852)	(469,992)
FUND BALANCE - BEGINNING			636,146	636,146
<b>FUND BALANCE - ENDING</b>	<b>\$ 4</b>	<b>\$ 133,140</b>	<b>\$ 299,294</b>	<b>\$ 166,154</b>

**Park Creek CDD**  
**Debt Service - Series 2014**  
**Statement of Revenue, Expenditures and Changes In Fund Balance**  
**FY2016 - For The Period From October 1, 2015 through December 31, 2015**  
**Preliminary**

	<b>ADOPTED BUDGET</b>	<b>ACTUAL YEAR-TO-DATE</b>	<b>VARIANCE FAVORABLE (UNFAVORABLE)</b>
<b>REVENUE</b>			
OFF ROLL ASSESSMENT - DEVELOPER	\$ -	\$ -	\$ -
INTEREST--INVESTMENT	-	3	3
<b>TOTAL REVENUE</b>	<b>-</b>	<b>3</b>	<b>3</b>
 <b>EXPENDITURES</b>			
COI - LEGAL & OTHER EXPENSES	-	-	-
INTEREST EXPENSE	-	80,569	(80,569)
PRINCIPAL EXPENSE	-	10,000	(10,000)
<b>TOTAL EXPENDITURES</b>	<b>-</b>	<b>90,569</b>	<b>(90,569)</b>
 <b>EXCESS OF REVENUE OVER (UNDER) EXPEND.</b>	<b>-</b>	<b>(90,566)</b>	<b>(90,566)</b>
 <b>OTHER FINANCING SOURCES (USES)</b>			
TRANSFER IN	-	-	-
TRANSFER OUT (USES)	-	-	-
<b>TOTAL OTHER FINANCING SOURCES (USES)</b>	<b>-</b>	<b>-</b>	<b>-</b>
 NET CHANGE IN FUND BALANCE	<b>-</b>	<b>(90,566)</b>	<b>(90,566)</b>
FUND BALANCE - BEGINNING	-	337,556	337,556
 <b>FUND BALANCE - ENDING</b>	<b>\$ -</b>	<b>\$ 246,991</b>	<b>\$ 246,991</b>

**Park Creek CDD**  
**Capital Projects 2013A & 2014**  
**Statement of Revenue, Expenditures and Changes In Fund Balance**  
**FY2016 - For The Period From October 1, 2015 through December 31, 2015**  
**Preliminary**

	<b>Capital Proj 2013A A1/A2 ACTUAL</b>	<b>Capital Proj 2014 2014A ACTUAL</b>	<b>CONSOLIDATED ACTUAL YEAR-TO-DATE</b>
<b>REVENUE</b>			
DEVELOPER CONTRIBUTION	\$ -	\$ 41,391	\$ 41,391
INTEREST REVENUE	-	-	-
MISCELLANEOUS	-	-	-
<b>TOTAL REVENUE</b>	<b>-</b>	<b>41,391</b>	<b>41,391</b>
<b>EXPENDITURES</b>			
CONSTRUCTION IN PROGRESS		41,391	41,391
OTHER	-	-	-
<b>TOTAL EXPENDITURES</b>	<b>-</b>	<b>41,391</b>	<b>41,391</b>
<b>EXCESS OF REVENUE OVER (UNDER) EXPENDITURES</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>NET CHANGE IN FUND BALANCE</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>FUND BALANCE - BEGINNING</b>	<b>10</b>	<b>1</b>	<b>11</b>
<b>FUND BALANCE - ENDING</b>	<b>\$ 10</b>	<b>\$ 1</b>	<b>\$ 11</b>



**Park Creek CDD**  
**Cash Reconciliation (Operating Accounts)**  
**December 31, 2015**

	<u>BU Account</u>
Balance Per Bank Statement	247,990.78
Less: Outstanding Checks	(29,693.22)
<b><i>Adjusted Bank Balance</i></b>	<b><u>\$ 218,297.56</u></b>

Beginning Bank Balance Per Books	\$ 64,461.26
Cash Receipts	189,637.77
Cash Disbursements	(35,801.47)
<b><i>Balance Per Books</i></b>	<b><u>\$ 218,297.56</u></b>

**Park Creek CDD  
CHECK REGISTER  
FY 2016**

DATE	CK NO.	PAYEE	TRANSACTION	DEPOSIT	DISBURSMT	BALANCE	
<b>EOM</b>	<b>BALANCE 9-30-2015</b>					<b>2,738.79</b>	
10/1/2015		Deposit	CF 2015-12	47,130.55		49,869.34	
10/2/2015	2118	CRS BUILDING CORPORATION	2015-12 CF		47,130.55	2,738.79	
10/5/2015		Deposit	CF 2015.12	526.22		3,265.01	
10/5/2015	2123	CRS BUILDING CORPORATION	2015-12 CF		526.22	2,738.79	
10/5/2015		Deposit	O & M	9,511.32		12,250.11	
10/5/2015		Deposit	GF 2015-13, 14	26,993.33		39,243.44	
10/5/2015	2119	DPFG	CDD/Field Mgmt - Oct		4,208.33	35,035.11	
10/5/2015	2120	DPFG FIELD SERVICES, INC	9/13-10/24 - Field Mgmt		1,080.00	33,955.11	
10/5/2015	2121	Egis Insurance Advisors, LLC	Insurance FY 2016		21,175.00	12,780.11	
10/5/2015	2122	Genesis	Storm Drain		530.00	12,250.11	
10/9/2015	100915	Deluxe Bus Systems	Bus Products - new checks		68.28	12,181.83	
10/13/2015		Deposit	CF 2015- 15,17,18	12,489.66		24,671.49	
10/14/2015	2125	Danielle Fence	2015-18 CF		5,070.00	19,601.49	
10/14/2015	2124	Cistech Inc.	2015-15 CF		6,794.66	12,806.83	
10/14/2015	2126	HAMILTON ENGINEERING & SURVEYING, INC	2015-17 CF		625.00	12,181.83	
10/15/2015		Deposit	CF 2015-19	266.00		12,447.83	
10/15/2015	2127	AQUATIC SYSTEMS, INC	Lake & Wetland Svcs - Oct		320.00	12,127.83	
10/15/2015	2128	Atlas Professional Services, Inc.	Web Site Hosting - Oct		60.00	12,067.83	
10/15/2015	2129	COVERALL NORTH AMERICA, INC	Cleaning Svcs - Oct		160.00	11,907.83	
10/15/2015	2130	HALLELUJAH POOLS	Pool Maint - Oct		600.00	11,307.83	
10/15/2015	2131	TECO	Electricity		4,173.47	7,134.36	
10/16/2015	2132	WILLIS OF ALABAMA, INC	2015-19 CF		266.00	6,868.36	
10/19/2015	2133	FLORIDA DEPT OF ECONOMIC OPPORTUNIT	Annual Filing Fee FY 2016		175.00	6,693.36	
10/22/2015		Deposit	CF 2015-16, 20	7,422.19		14,115.55	
10/23/2015	2134	American Access Control, Inc.	2015-20 CF		4,774.26	9,341.29	
10/23/2015	2135	Onsight Signage & Visual Solutions	Construction		2,647.93	6,693.36	
10/23/2015	2136	BOCC	Water		72.94	6,620.42	
10/23/2015	2137	Genesis	Storm Drain		665.00	5,955.42	
10/23/2015	2138	Grandview Botanicals Landscape Co.	Mowing - Retention Pond		1,175.00	4,780.42	
10/28/2015	2139	STRALEY & ROBIN	Legal Svcs thru 10/15/15		232.95	4,547.47	
10/28/2015		Deposit	Deposit- Tax Coll	332.95		4,880.42	
10/29/2015		Deposit	Deposit- Tax Coll	32.62		4,913.04	
10/29/2015		Deposit	CF 2015-12, 21 22	18,961.95		23,874.99	
10/29/2015	2141	THE FISHEL COMPANY	2015-22 CF		11,298.95	12,576.04	
10/29/2015	2142	Willis	Ins. Bond		1,291.00	11,285.04	
10/29/2015	2140	CRS BUILDING CORPORATION	2015-12 CF		6,372.00	4,913.04	
10/30/2015		Deposit	Series 2014A-1 DS Assessment	40,600.00		45,513.04	
<b>EOM</b>	<b>BALANCE</b>	<b>10-31-2015</b>			<b>164,266.79</b>	<b>121,492.54</b>	<b>45,513.04</b>
11/1/2015	2143	STEVE FAISON	Mileage - Oct		112.48	45,400.56	
11/2/2015	WR10302015	PARK CREEK CDD C/O US BANK	DS2014A-1		40,600.00	4,800.56	
11/2/2015	205	Bank United	Wire Transfer fee per BU Nov bnk sta		25.00	4,775.56	
11/5/2015		Deposit	GF 2016-01	17,337.50		22,113.06	
11/6/2015	2144	DPFG	Tracking/Dissemination		7,500.00	14,613.06	
11/6/2015	2145	Grandview Botanicals Landscape Co.	Landscape Enhancements		5,675.00	8,938.06	
11/6/2015	2146	US BANK	Trustee Fees		3,232.50	5,705.56	
11/11/2015	2147	AQUATIC SYSTEMS, INC	Lake & Pond Maint - Nov		320.00	5,385.56	
11/11/2015	2148	Atlas Professional Services, Inc.	Web Site - Nov		60.00	5,325.56	
11/11/2015	2149	COVERALL NORTH AMERICA, INC	Cleaning Svcs - Nov		160.00	5,165.56	
11/11/2015	2150	DPFG FIELD SERVICES, INC	9/26-11/21 - Field Mgmt		1,110.00	4,055.56	
11/11/2015	2151	Earth Tech Property Solutions	Pest Control		155.15	3,900.41	
11/11/2015	2152	TECO	Electricity		1,182.99	2,717.42	
11/16/2015	2154	Atlas Professional Services, Inc.	Web Site - Set Up		240.00	2,477.42	
11/20/2015		Deposit	GF 2016-02	17,700.18		20,177.60	
11/20/2015	2155	ALL AMERICAN LAWN & TREE SPECIALIST, INC	Landscape Maint - Nov		7,426.27	12,751.33	
11/20/2015	2156	DPFG	CDD/Field Mgmt - Nov		4,208.33	8,543.00	
11/20/2015	2157	Genesis	Storm Drain		975.00	7,568.00	
11/20/2015	2158	HALLELUJAH POOLS	Pool Maint/CDD Cleaning - Nov		1,375.00	6,193.00	
11/20/2015	2159	TECO	Electricity		3,005.58	3,187.42	
11/20/2015	2000DD	ANTHONY BRANNAN	BOS Mtg - 10/2/15		184.70	3,002.72	
11/20/2015	20001	Ira D Draper	BOS Mtg - 10/2/2015		184.70	2,818.02	
11/20/2015	20003DD	LORI PRICE	BOS Mtg - 10/2/15		183.87	2,634.15	

## CHECK REGISTER

FY 2016

DATE	CK NO.	PAYEE	TRANSACTION	DEPOSIT	DISBURSMT	BALANCE
11/20/2015	20002	Michael S. Lawson	BOS Mtg - 10/2/15		184.70	2,449.45
11/20/2015	ACH11202015	PAYCHEX	BOS Mtg - 10/2/15		123.23	2,326.22
11/20/2015	ACH11202015	PAYCHEX	BOS Mtg - 10/2/15 - P/R Fees		40.95	2,285.27
11/30/2015		Deposit	Tax Collections	62,175.99		64,461.26
<b>EOM</b>	<b>BALANCE</b>	<b>11/30/15</b>		<b>97,213.67</b>	<b>78,265.45</b>	<b>64,461.26</b>
12/1/2015	2161	DPFG	CDD Mgmt - Dec		4,208.33	60,252.93
12/3/2015	ACH12032015	PAYCHEX	BOS Mtg - 11/3/15 - Fee		49.95	60,202.98
12/3/2015	20004	Ira D Draper	BOS Mtg - 11/3/15		184.70	60,018.28
12/3/2015	20006DD	LORI PRICE	BOS Mtg - 11/3/15		183.87	59,834.41
12/3/2015	20005	Michael S. Lawson	BOS Mtg - 11/3/15		184.70	59,649.71
12/3/2015	ACH12032015	PAYCHEX	BOS Mtg - 11/3/19		92.63	59,557.08
12/8/2015		Deposit	Tax Collection	180,471.66		240,028.74
12/8/2015	2162	ALL AMERICAN LAWN & TREE SPECIALIST, INC	Irrigation Repairs		575.22	239,453.52
12/8/2015	2163	COVERALL NORTH AMERICA, INC	CH Cleaning - Dec		160.00	239,293.52
12/8/2015	2164	DPFG FIELD SERVICES, INC	11/22-12/19 P/R		927.00	238,366.52
12/8/2015	2165	Earth Tech Property Solutions	Pest Control		145.00	238,221.52
12/8/2015	2166	Genesis	Storm Drain - Nov		495.00	237,726.52
12/8/2015	2167	Hillsborough County Public Utilities Dept	10/15-11/13 - 10316 Riverdale Rise Dr		93.75	237,632.77
12/8/2015	2168	STRALEY & ROBIN	Legal Svcs thru 11/15/15		158.35	237,474.42
12/8/2015		Deposit	GF - 2016-03	2,660.00		240,134.42
12/9/2015	2169	Florida Natives Nursery, Inc.	Remove Sod		1,050.00	239,084.42
12/9/2015	2170	Genesis	Storm Drain		435.00	238,649.42
12/9/2015	2171	Grandview Botanicals Landscape Co.	Landscape		1,175.00	237,474.42
12/18/2015		Deposit	Tax Collections	6,506.11		243,980.53
12/23/2015	2174	TECO	Electricity		4,041.36	239,939.17
12/28/2015	2175	ALL AMERICAN LAWN & TREE SPECIALIST, INC	Landscape Maint - Dec		7,426.27	232,512.90
12/28/2015	2176	AQUATIC SYSTEMS, INC	Lake Maint - Dec		320.00	232,192.90
12/28/2015	2177	Atlas Professional Services, Inc.	Web Site Hosting - Dec		60.00	232,132.90
12/28/2015	2178	Genesis	Storm Drain		307.00	231,825.90
12/28/2015	2179	Grandview Botanicals Landscape Co.	Tree Trimming		1,800.00	230,025.90
12/28/2015	2180	HALLELUJAH POOLS	Pool Maint - Dec		850.00	229,175.90
12/28/2015	2181	STANTEC CONSULTING SERVICES	Engineering Svcs thru 12/4/15		295.75	228,880.15
12/28/2015	2182	STRALEY & ROBIN	Legal Svcs thru 12/15/15		323.30	228,556.85
12/28/2015	2183	US BANK	Trustee Fees		5,387.50	223,169.35
12/28/2015	2184	BOCC	11/13-12/15 - 10316 Riverdale Rise Dr		100.94	223,068.41
12/28/2015	2185	Grandview Botanicals Landscape Co.	Plants		3,675.00	219,393.41
12/30/2015	2187	HAMILTON ENGINEERING & SURVEYING, INC	Mitigation Maint - Qtrly		400.00	218,993.41
12/30/2015	ACH12302015	PAYCHEX	BOS Mtg - 12/1/15 - Fees		49.95	218,943.46
12/30/2015	20007	Ira D Draper	BOS Mtg - 12/1/15		184.70	218,758.76
12/30/2015	20009DD	LORI PRICE	BOS Mtg - 12/1/15		183.87	218,574.89
12/30/2015	20008	Michael S. Lawson	BOS Mtg - 12/1/15		184.70	218,390.19
12/30/2015	ACH12302015	PAYCHEX	BOS Mtg - 12/1/15		92.63	218,297.56
<b>EOM</b>	<b>BALANCE</b>	<b>12/31/2015</b>		<b>189,637.77</b>	<b>35,801.47</b>	<b>218,297.56</b>

**Park Creek CDD**  
**Accounts Payable Detail**  
December 31, 2015  
Preliminary

<b>Date</b>	<b>Num</b>	<b>Name</b>	<b>Memo</b>	<b>GF</b>	<b>Cap Proj</b>	<b>Total</b>
10/10/2015	4881197	VALLEYCREST LANDSCAPE DEVELOPMENT	Landscape Maint - Oct	7,412.75		7,412.75
11/12/2015	2014-08-08	CRS BUILDING CORPORATION	2015-23 CF		6,372.00	6,372.00
12/01/2015	1015-2	Metro Development Group, LLC	Cell Reimbursement	40.91		40.91
12/01/2015	14867	Grandview Botanicals Landscape Co.	Site Preparation/Sod	5,622.00		5,622.00
12/11/2015	2514687	VALLEYCREST LANDSCAPE DEVELOPMENT	Tree Trimming/Tree Removal	3,580.00		3,580.00
12/15/2015	6-15-171956-1	Onsight Signage & Visual Solutions	2015-25 CF		2,606.80	2,606.80
12/15/2015	51527	HAMILTON ENGINEERING & SURVEYING, INC	2015-27 CF		5,445.00	5,445.00
12/17/2015	557	CERTUS BUILDERS	Entrance Wall Repair	850.00		850.00
12/23/2015	51626	HAMILTON ENGINEERING & SURVEYING, INC	2015-28 CF		5,125.00	5,125.00
12/31/2015	1194033	Poop 911	Pet Waste Removal - Dec	85.60		85.60
12/31/2015	19259	ALL AMERICAN LAWN & TREE SPECIALIST, INC	Irrigation Repairs	202.23		202.23
12/31/2015	16017	Earth Tech Property Solutions	Pest Control	145.00		145.00
<b>TOTAL</b>				<b>17,938.49</b>	<b>19,548.80</b>	<b>37,487.29</b>

# EXHIBIT 3

RESOLUTION 2016-1

A RESOLUTION DESIGNATING OFFICERS OF THE PARK CREEK COMMUNITY DEVELOPMENT DISTRICT

WHEREAS, the Board of Supervisors of the Park Creek Community Development District during the business meeting held on February 2, 2016 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:

_____	Chairman
_____	Vice Chairman
<u>Bruce St.Denis</u>	Secretary
<u>Patricia Comings- Thibault</u>	Treasurer
<u>Bruce St. Denis &amp; Maik Aagaard</u>	Assistant Treasurer
<u>Carolyn Stewart &amp; Janet Johns</u>	Assistant Secretary
_____	Assistant Secretary
_____	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 2nd day of February, 2016.

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Signature

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

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

Title:  
 Secretary  
 Assistant Secretary

Title:  
 Chairperson  
 Vice Chairperson



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Redevelopment District  
Affordable Housing Financing  
Other Public Financing  
Compliance  
Entitlement Analysis  
Cash Flow Feasibility Analysis

Disclosure Services  
Engineering Services  
Project Management Services  
Capital Markets Group  
Property Tax Appeals  
CDD Management Services  
Look Back Diagnostic Review  
Lender Services  
Asset Management Services  
Portfolio Management Services  
Economic Impact  
Market Analysis

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#### **Orange County, CA**

27127 Calle Arroyo, Suite 1910  
San Juan Capistrano, CA 92675  
P: (949) 388-9269  
F: (949) 388-9272

#### **Sacramento, CA**

4380 Auburn Blvd.  
Sacramento, CA 95841  
P: (916) 480-0305  
F: (916) 480-0499

#### **Las Vegas, NV**

3277 E. Warm Springs Road,  
Suite 100  
Las Vegas, NV 89120  
P: (702) 478-9277  
F: (702) 629-5497

#### **Boise, ID**

950 West Bannock, 11th Floor  
Boise, ID 83702  
P: (208) 319-3576  
F: (208) 439-7339

#### **Phoenix, AZ**

3302 East Indian School Road  
Phoenix, AZ 85018  
P: (602) 381-3226  
F: (602) 381-1203

#### **Austin, TX**

8140 Exchange Drive  
Austin, TX 78754  
P: (512) 732-0295  
F: (512) 732-0297

#### **Orlando, FL**

1060 Maitland Center Commons,  
Suite 340  
Maitland, FL 32751  
P: (321) 263-0132  
F: (321) 263-0136

#### **Tampa, FL**

15310 Amberly Drive, Suite 175  
Tampa, FL 33647  
P: (813) 374-9104  
F: (813) 374-9106

#### **Research Triangle, NC**

1340 Environ Way, Suite 328  
Chapel Hill, NC 27517  
P: (919) 321-0232  
F: (919) 869-2508

#### **Charleston, SC**

4000 S. Faber Place Drive, Suite 300  
N. Charleston, SC 29405  
P: (843) 277-0021  
F: (919) 869-2508