

2023

CREEK PRESERVE

COMMUNITY DEVELOPMENT DISTRICT

FISCAL YEAR 2023

FINAL ANNUAL OPERATING BUDGET



August 4, 2022

CREEK PRESERVE COMMUNITY DEVELOPMENT DISTRICT

FISCAL YEAR 2023 FINAL ANNUAL OPERATING BUDGET

TABLE OF CONTENTS

<u>SECTION</u>	<u>DESCRIPTION</u>	<u>PAGE</u>
I.	BUDGET INTRODUCTION	1
II.	FISCAL YEAR 2022 BUDGET ANALYSIS	2
III.	FINAL ANNUAL OPERATING BUDGET	3
IV.	GENERAL FUND 001 DESCRIPTIONS.....	4
V.	DEBT SERVICE FUND.....	7
VI.	SCHEDULE OF ANNUAL ASSESSMENTS	9

August 4, 2022

CREEK PRESERVE COMMUNITY DEVELOPMENT DISTRICT

BUDGET INTRODUCTION

Background Information

The Creek Preserve Community Development District is a local special purpose government authorized by Chapter 190, Florida Statutes, as amended. The Community Development District (CDD) is an alternative method for planning, financing, acquiring, operating and maintaining community-wide infrastructure in master planned communities. The CDD also is a mechanism that provides a “solution” to the State’s needs for delivery of capital infrastructure to service projected growth without overburdening other governments and their taxpayers. CDDs represent a major advancement in Florida’s effort to manage its growth effectively and efficiently. This allows the community to set a higher standard for construction along with providing a long-term solution to the operation and maintenance of community facilities.

The following report represents the District budget for Fiscal Year 2023, which begins on October 1, 2022. The District budget is organized by fund to segregate financial resources and ensure that the segregated resources are used for their intended purpose, and the District has established the following funds.

<u>Fund Number</u>	<u>Fund Name</u>	<u>Services Provided</u>
001	General Fund	Operations and Maintenance of Community Facilities
200	Debt Service Fund	Collection of Special Assessments for Debt Service on the Series 2019 Special Assessment Revenue Bonds
201	Debt Service Fund	Collection of Special Assessments for Debt Service on the Series 2020 Special Assessment Revenue Bonds

Facilities of the District

The District’s existing facilities include storm-water management (lake and water control structures), wetland preserve areas, street lighting, landscaping, entry signage, entry features, irrigation distribution facilities, recreational center, parks, pool facility, tennis courts and other related public improvements.

Maintenance of the Facilities

In order to maintain the facilities, the District conducts hearings to adopt an operating budget each year. This budget includes a detailed description of the maintenance program along with an estimate of the cost of the program. The funding of the maintenance budget is levied as a non-ad valorem assessment on your property by the District Board of Supervisors.

CREEK PRESERVE

COMMUNITY DEVELOPMENT DISTRICT

	Fiscal Year 2022 Final Operating Budget	Current Period Actuals 10/1/21 - 3/31/22	Projected Revenues & Expenditures 4/1/22 to 9/30/22	Total Actuals and Projections Through 9/30/22	Over/(Under) Budget Through 9/30/22
Revenues					
SPECIAL ASSESSMENTS					
Operations & Maintenance Assessments - Tax Roll	0.00	207,556.88	0.00	207,556.88	207,556.88
Operations & Maintenance Assessments - Off Roll	233,068.00	29,745.23	203,322.77	233,068.00	0.00
TOTAL SPECIAL ASSESSMENTS - SERVICE CHARGES	233,068.00	237,302.11	203,322.77	440,624.88	207,556.88
INTEREST EARNINGS					
Interest Earnings	0.00	38.67	(38.67)	0.00	0.00
TOTAL INTEREST EARNINGS	0.00	38.67	(38.67)	0.00	0.00
CONTRIBUTIONS & DONATIONS FROM PRIVATE SOURCES					
Developer Contributions	0.00	75,568.31	(75,568.31)	0.00	0.00
TOTAL CONTRIBUTIONS & DONATIONS FROM PRIVATE SOURCES	\$0.00	\$75,568.31	(\$75,568.31)	\$0.00	\$0.00
TOTAL REVENUES	233,068.00	312,909.09	127,715.79	440,624.88	207,556.88
EXPENDITURES					
LEGISLATIVE					
Supervisor Fees	4,000.00	0.00	4,000.00	4,000.00	0.00
TOTAL LEGISLATIVE	\$4,000.00	\$0.00	\$4,000.00	\$4,000.00	\$0.00
FINANCIAL & ADMINISTRATIVE					
District Manager	30,000.00	37,200.00	(32,200.00)	5,000.00	(25,000.00)
District Engineer	5,000.00	136.00	136.00	272.00	(4,728.00)
Disclosure Report	7,200.00	10,800.00	(3,600.00)	7,200.00	0.00
Trustee Fees	8,200.00	1,346.90	6,853.10	8,200.00	0.00
Auditing Services	6,000.00	2,558.00	3,442.00	6,000.00	0.00
Postage, Phone, Faxes, Copies	250.00	160.34	159.66	320.00	70.00
Public Officials Insurance	2,599.00	2,446.00	(2,446.00)	0.00	(2,599.00)
Legal Advertising	2,000.00	0.00	2,000.00	2,000.00	0.00
Bank Fees	250.00	30.00	30.00	60.00	(190.00)
Dues, Licenses, & Fees	175.00	175.00	(175.00)	0.00	(175.00)
Website Development & Maintenance	2,000.00	899.98	200.02	1,100.00	(900.00)
Email Hosting Vendor	500.00	0.00	500.00	500.00	0.00
ADA Website Compliance	1,500.00	0.00	1,500.00	1,500.00	0.00
TOTAL FINANCIAL & ADMINISTRATIVE	\$65,674.00	\$55,752.22	(\$23,600.22)	\$32,152.00	(\$33,522.00)
LEGAL COUNSEL					
District Counsel	4,500.00	505.50	505.50	1,011.00	(3,489.00)
TOTAL LEGAL COUNSEL	\$4,500.00	\$505.50	\$505.50	\$1,011.00	(\$3,489.00)
INSURANCE					
Public Officials Insurance	0.00	0.00	2,599.00	2,599.00	2,599.00
General Liability & Property Casualty Insurance	0.00	0.00	3,177.00	3,177.00	3,177.00
TOTAL INSURANCE	\$0.00	\$0.00	\$5,776.00	\$5,776.00	\$5,776.00
ELECTRIC UTILITY SERVICES					
Electric Utility Services	\$5,000.00	52,501.08	52,501.08	105,002.16	20,002.16
TOTAL ELECTRIC UTILITY SERVICES	\$5,000.00	\$52,501.08	\$52,501.08	\$105,002.16	\$20,002.16
GARBAGE COLLECTION					
Garbage Collection	900.00	0.00	0.00	0.00	(900.00)
TOTAL GARBAGE COLLECTION	\$900.00	\$0.00	\$0.00	\$0.00	(\$900.00)
WATER UTILITY SERVICES					
Water Utility Services	500.00	0.00	0.00	0.00	(500.00)
TOTAL WATER UTILITY SERVICES	\$500.00	\$0.00	\$0.00	\$0.00	(\$500.00)
OTHER PHYSICAL ENVIRONMENT					
Field Staff Services	0.00	0.00	6,000.00	6,000.00	6,000.00
Waterway Management Program - Aquatic Contract	15,092.00	6,156.00	6,156.00	12,312.00	(2,780.00)
Waterway Improvements & Repairs	1,000.00	5,548.00	5,548.00	11,096.00	10,096.00
General Liability & Property Casualty Insurance	3,177.00	2,989.00	(2,989.00)	0.00	(3,177.00)
Entrance, Monument & Wall Maintenance & Repair	750.00	29,658.64	(0.64)	29,658.00	28,908.00
Landscape Maintenance - Contract	40,000.00	109,012.97	(69,012.97)	40,000.00	0.00
Plant Replacement Program	750.00	3,077.00	(2,463.00)	614.00	(136.00)
Mulch & Tree Trimming	1,000.00	0.00	1,000.00	1,000.00	0.00
Irrigation Maintenance	2,500.00	11,460.03	11,460.03	22,920.06	20,420.06
Pool Maintenance - Contract	4,000.00	0.00	4,000.00	4,000.00	0.00
Pool Treatment & Other	665.00	125.00	415.00	540.00	(125.00)
Amenity Center Pest Control	400.00	125.00	150.00	275.00	(125.00)
Amenity Center Cleaning & Supplies	2,160.00	500.00	500.00	1,000.00	(1,160.00)
Amenity Center Maintenance & Repair	1,000.00	0.00	1,000.00	1,000.00	0.00
Amenity Center Surveillance & Security	0.00	0.00	0.00	0.00	0.00
Holiday Decorations	0.00	0.00	0.00	0.00	0.00
TOTAL OTHER PHYSICAL ENVIRONMENT	\$72,494.00	\$168,651.64	(\$38,236.58)	\$130,415.06	\$57,921.06
TOTAL EXPENDITURES	233,068.00	277,410.44	945.78	278,356.22	45,288.22
EXCESS OF REVENUES OVER/(UNDER) EXPENDITURES	0.00	35,498.65	126,770.01	162,268.66	162,268.66

*** EXCLUDES 2% HILLSBOROUGH COUNTY COLLECTION COST

*** EXCLUDES 4% EARLY PAYMENT DISCOUNT

CREEK PRESERVE

COMMUNITY DEVELOPMENT DISTRICT

	Fiscal Year 2022 Final Operating Budget	Total Actuals and Projections Through 9/30/22	Over/(Under) Budget Through 9/30/22	Fiscal Year 2023 Final Operating Budget	Increase / (Decrease) from FY 2022 to FY 2023
Revenues					
SPECIAL ASSESSMENTS					
Operations & Maintenance Assessments - Tax Roll	0.00	207,556.88	207,556.88	541,947.60	541,947.60
Operations & Maintenance Assmts-Off Roll	233,068.00	233,068.00	0.00	0.00	(233,068.00)
TOTAL SPECIAL ASSESSMENTS - SERVICE CHARGES	233,068.00	440,624.88	207,556.88	541,947.60	308,879.60
INTEREST EARNINGS					
Interest Earnings	0.00	0.00	0.00	0.00	0.00
TOTAL INTEREST EARNINGS	0.00	0.00	0.00	0.00	0.00
CONTRIBUTIONS & DONATIONS FROM PRIVATE SOURCES					
Developer Contributions	0.00	0.00	0.00	0.00	0.00
TOTAL CONTRIBUTIONS & DONATIONS FROM PRIVATE SOURCES	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
OTHER MISCELLANEOUS REVENUES					
Miscellaneous	0.00	0.00	0.00	0.00	0.00
Clubhouse Rentals	0.00	0.00	0.00	0.00	0.00
TOTAL OTHER MISCELLANEOUS REVENUES	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
TOTAL REVENUES	\$233,068.00	\$440,624.88	\$207,556.88	\$541,947.60	\$308,879.60
EXPENDITURES					
LEGISLATIVE					
Supervisor Fees	4,000.00	4,000.00	0.00	12,000.00	8,000.00
TOTAL LEGISLATIVE	\$4,000.00	\$4,000.00	\$0.00	\$12,000.00	\$8,000.00
FINANCIAL & ADMINISTRATIVE					
District Manager	30,000.00	5,000.00	(25,000.00)	30,000.00	0.00
District Engineer	5,000.00	272.00	(4,728.00)	5,000.00	0.00
Disclosure Report	7,200.00	7,200.00	0.00	7,200.00	0.00
Trustee Fees	8,200.00	8,200.00	0.00	8,200.00	0.00
Auditing Services	6,000.00	6,000.00	0.00	6,100.00	100.00
Postage, Phone, Faxes, Copies	250.00	320.00	70.00	250.00	0.00
Legal Advertising	2,000.00	2,000.00	0.00	2,000.00	0.00
Bank Fees	250.00	60.00	(190.00)	250.00	0.00
Dues, Licenses, & Fees	175.00	0.00	(175.00)	175.00	0.00
Miscellaneous Administration	0.00	0.00	0.00	0.00	0.00
Website Development & Maintenance	2,000.00	1,100.00	(900.00)	2,000.00	0.00
Email Hosting Vendor	500.00	500.00	0.00	500.00	0.00
ADA Website Compliance	1,500.00	1,500.00	0.00	1,500.00	0.00
TOTAL FINANCIAL & ADMINISTRATIVE	\$63,075.00	\$32,152.00	(\$30,923.00)	\$63,175.00	\$100.00
LEGAL COUNSEL					
District Counsel	4,500.00	1,011.00	(3,489.00)	4,500.00	0.00
TOTAL LEGAL COUNSEL	\$4,500.00	\$1,011.00	(\$3,489.00)	\$4,500.00	\$0.00
INSURANCE					
Public Officials Insurance	2,599.00	2,599.00	0.00	2,772.60	173.60
General, Property & Casualty Insurance	3,177.00	3,177.00	0.00	25,000.00	21,823.00
TOTAL INSURANCE	\$5,776.00	\$5,776.00	\$0.00	\$27,772.60	\$21,996.60
ELECTRIC UTILITY SERVICES					
Electric Utility Services	85,000.00	105,002.16	20,002.16	135,000.00	50,000.00
TOTAL ELECTRIC UTILITY SERVICES	\$85,000.00	\$105,002.16	\$20,002.16	\$135,000.00	\$50,000.00
GARBAGE COLLECTION					
Garbage Collection	900.00	0.00	(900.00)	4,200.00	3,300.00
TOTAL GARBAGE COLLECTION	\$900.00	\$0.00	(\$900.00)	\$4,200.00	\$3,300.00
WATER UTILITY SERVICES					
Water Utility Services	500.00	0.00	(500.00)	3,000.00	2,500.00
TOTAL WATER UTILITY SERVICES	\$500.00	\$0.00	(\$500.00)	\$3,000.00	\$2,500.00
OTHER PHYSICAL ENVIRONMENT					
Onsite Staffing					
Field Staff Services	0.00	6,000.00	6,000.00	12,000.00	12,000.00
Waterway Management Program - Contract	15,092.00	12,312.00	(2,780.00)	25,000.00	9,908.00
Waterway Improvements & Repairs	1,000.00	11,096.00	10,096.00	5,000.00	4,000.00
Entrance, Monument & Wall Maintenance & Repair	750.00	29,658.00	28,908.00	3,000.00	2,250.00
Landscape Maintenance - Contract	40,000.00	40,000.00	0.00	145,000.00	105,000.00
Plant Replacement Program	750.00	614.00	(136.00)	5,000.00	4,250.00
Mulch & Tree Trimming	1,000.00	1,000.00	0.00	15,000.00	14,000.00
Irrigation Maintenance	2,500.00	22,920.06	20,420.06	5,000.00	2,500.00
Pool Maintenance - Contract	4,000.00	4,000.00	0.00	14,500.00	10,500.00
Pool Maintenance - Other	665.00	540.00	(125.00)	1,000.00	335.00
Amenity Center Pest Control	400.00	275.00	(125.00)	1,800.00	1,400.00
Amenity Center Cleaning & Supplies	2,160.00	1,000.00	(1,160.00)	8,000.00	5,840.00
Amenity Center Maintenance & Repair	1,000.00	1,000.00	0.00	3,500.00	2,500.00
Amenity Center Surveillance & Security	0.00	0.00	0.00	20,000.00	20,000.00
Holiday Decorations	0.00	0.00	0.00	8,500.00	8,500.00
Miscellaneous Maintenance	0.00	0.00	0.00	15,000.00	15,000.00
Capital Improvements	0.00	0.00	0.00	5,000.00	5,000.00
TOTAL OTHER PHYSICAL ENVIRONMENT	\$69,317.00	\$130,415.06	\$61,098.06	\$292,300.00	\$222,983.00
TOTAL EXPENDITURES	\$233,068.00	\$278,356.22	\$45,288.22	\$541,947.60	\$308,879.60
EXCESS OF REVENUES OVER/(UNDER) EXPENDITURES	0.00	162,268.66	162,268.66	0.00	0.00

*** EXCLUDES 2% HILLSBOROUGH COUNTY COLLECTION COST

*** EXCLUDES 4% EARLY PAYMENT DISCOUNT

CREEK PRESERVE

COMMUNITY DEVELOPMENT DISTRICT

GENERAL FUND 001

Financial & Administrative

District Manager

The District retains the services of a consulting manager, who is responsible for the daily administration of the District's business, including any and all financial work related to the Bond Funds and Operating Funds of the District, and preparation of the minutes of the Board of Supervisors. In addition, the District Manager prepares the Annual Budget(s), implements all policies of the Board of Supervisors, and attends all meetings of the Board of Supervisors.

District Engineer

Consists of attendance at scheduled meetings of the Board of Supervisors, offering advice and consultation on all matters related to the works of the District, such as bids for yearly contracts, operating policy, compliance with regulatory permits, etc.

Disclosure Reporting

On a quarterly and annual basis, disclosure of relevant district information is provided to the Muni Council, as required within the bond indentures.

Trustees Fees

This item relates to the fee assessed for the annual administration of bonds outstanding, as required within the bond indentures.

Auditing Services

The District is required to annually undertake an independent examination of its books, records and accounting procedures. This audit is conducted pursuant to State Law and the Rules of the Auditor General.

Postage, Phone, Fax, Copies

This item refers to the cost of materials and service to produce agendas and conduct day-to-day business of the District.

Miscellaneous Administration

This is required of the District to store its official records.

Public Officials Insurance

The District carries Public Officials Liability in the amount of \$1,000,000.

Legal Advertising

FISC This is required to conduct the official business of the District in accordance with the Sunshine PRO] Law and other advertisement requirements as indicated by the Florida Statutes.

Bank Fees

The District operates a checking account for expenditures and receipts.

Dues, Licenses & Fees

The District is required to file with the County and State each year.

CREEK PRESERVE

COMMUNITY DEVELOPMENT DISTRICT

GENERAL FUND 001

Miscellaneous Fees

To provide for unbudgeted administrative expenses.

Investment Reporting Fees

This is to provide an investment report to the District on a quarterly basis.

Office Supplies

Cost of daily supplies required by the District to facilitate operations.

Technology Services

This is to upgrade and keep current the operating components to comply with new governmental accounting standards along with basic website maintenance.

Website Administration

This is for maintenance and administration of the District's official website.

Capital Outlay

This is to purchase new equipment as required.

Legal Counsel

District Counsel

Requirements for legal services are estimated at an annual expenditures on an as needed and also cover such items as attendance at scheduled meetings of the Board of Supervisor's, Contract preparation and review, etc.

Electric Utility Services

Electric Utility Services

This item is for street lights, pool, recreation facility and other common element electricity

Garbage/Solid Waste Control Services

Garbage Collection

This item is for pick up at the recreation facility and parks as needed.

Water-Sewer Combination Services

Water Utility Services

This item is for the potable and non-potable water used for irrigation.

Other Physical Environment

Waterway Management System

This item is for maintaining the multiple waterways that compose the District's waterway management system and aids in controlling nuisance vegetation that may otherwise restrict the flow of water.

Property & Casualty Insurance

The District carries \$1,000,000 in general liability and also has sovereign immunity.

Entry & Walls Maintenance

This item is for maintaining the main entry feature and other common area walls.

CREEK PRESERVE

COMMUNITY DEVELOPMENT DISTRICT

GENERAL FUND 001

Landscape Maintenance

The District contracts with a professional landscape firm to provide service through a public bid process. This fee does not include replacement material or irrigation repairs.

Miscellaneous Landscape

This item is for any unforeseen circumstances that may effect the appearance of the landscape program.

Plant Replacement Program

This item is for landscape items that may need to be replaced during the year.

Property Taxes

This item is for property taxes assessed to lands within the District.

Irrigation Maintenance

Repairs necessary for everyday operation of the irrigation system to ensure its effectiveness.

Pool Maintenance

This item is necessary to contract with a vendor to maintain the pool within state guidelines for public use.

Clubhouse Maintenance

This item provides for operations, maintenance, and supplies to the District's Amenity Center.

CREEK PRESERVE

COMMUNITY DEVELOPMENT DISTRICT

DEBT SERVICE FUND SERIES 2019

REVENUES

CDD Debt Service Assessments	\$	898,028
TOTAL REVENUES	\$	898,028

EXPENDITURES

Series 2019 May Bond Interest Payment	\$	314,014
Series 2019 November Bond Principal Payment	\$	270,000
Series 2019 November Bond Interest Payment	\$	314,014
TOTAL EXPENDITURES	\$	898,028
EXCESS OF REVENUES OVER EXPENDITURES	\$	-

ANALYSIS OF BONDS OUTSTANDING

Bonds Outstanding - Period Ending 11/1/2022	\$	13,570,000
Principal Payment Applied Toward Series 2019 Bonds	\$	270,000
Bonds Outstanding - Period Ending 11/1/2023	\$	13,300,000

CREEK PRESERVE

COMMUNITY DEVELOPMENT DISTRICT

DEBT SERVICE FUND SERIES 2020

REVENUES

CDD Debt Service Assessments	\$	56,706
TOTAL REVENUES	\$	56,706

EXPENDITURES

Series 2020 May Bond Interest Payment	\$	18,353
Series 2020 November Bond Principal Payment	\$	20,000
Series 2020 November Bond Interest Payment	\$	18,353
TOTAL EXPENDITURES	\$	56,706
EXCESS OF REVENUES OVER EXPENDITURES	\$	-

ANALYSIS OF BONDS OUTSTANDING

Bonds Outstanding - Period Ending 11/1/2022	\$	1,000,000
Principal Payment Applied Toward Series 2020 Bonds	\$	20,000
Bonds Outstanding - Period Ending 11/1/2023	\$	980,000

CREEK PRESERVE

COMMUNITY DEVELOPMENT DISTRICT

SCHEDULE OF ANNUAL ASSESSMENTS ⁽¹⁾

Lot Size	EBU Value	Unit Count	Debt Service Per Unit	O&M Per Unit	FY 2022 Total Assessment	Debt Service Per Unit	O&M Per Unit	FY 2023 Total Assessment	Total Increase / (Decrease) in Annual Assmt
SERIES 2019 - ASSESSMENT AREA ONE									
Single Family 40'	1.00	258	\$1,276.60	\$309.65	\$1,586.25	\$1,276.60	\$720.00	\$1,996.60	\$410.35
Single Family 50'	1.25	302	\$1,595.75	\$387.06	\$1,982.81	\$1,595.75	\$900.00	\$2,495.75	\$512.94
Single Family 60'	1.50	76	\$1,914.90	\$464.47	\$2,379.37	\$1,914.90	\$1,080.00	\$2,994.90	\$615.53
SUBTOTAL		636							
SERIES 2020 - ASSESSMENT AREA TWO									
Single Family 50'	1.25	23	\$1,587.45	\$387.06	\$1,974.51	\$1,587.45	\$900.00	\$2,487.45	\$512.94
Single Family 60'	1.50	15	\$1,904.97	\$464.47	\$2,369.44	\$1,904.97	\$1,080.00	\$2,984.97	\$615.53
SUBTOTAL		38							
TOTAL		674							

Notations:

⁽¹⁾ Annual assessments are adjusted for the County collection costs and statutory discounts for early payment.