

***HIDDEN CREEK  
COMMUNITY DEVELOPMENT DISTRICT***

***Advanced Meeting Package***

***Regular Meeting***

***Wednesday  
November 11, 2020  
6:30 p.m.***

***Location:  
Hilton Garden Inn  
4328 Garden Vista Drive  
Riverview, FL 33578***

***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

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

Dear Supervisors:

A Meeting of Hidden Creek Community Development District is scheduled for **Wednesday, November 11, 2020 at 6:30 p.m.**

*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 any 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  
321-263-0132

Cc: Attorney  
District Records

District: **HIDDEN CREEK COMMUNITY DEVELOPMENT DISTRICT**

Date of Meeting: Wednesday, November 11, 2020

Time: 6:30 p.m.

Location: Hilton Garden Inn  
4328 Garden Vista Drive  
Riverview, FL 33578

## *Agenda*

**I. Roll Call**

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

**III. Consent Agenda**

**IV. Business Matters**

- A. Review and Approval of Resolution 2021-01 Budget Amendment

Exhibit 1

**V. Administrative Matters**

**VI. Staff Reports**

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

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

**VIII. Supervisor Requests**

**IX. Adjournment**

**EXHIBIT 1.**

## RESOLUTION 2021-01

### A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE HIDDEN CREEK COMMUNITY DEVELOPMENT DISTRICT AMENDING ITS BUDGET FOR THE FISCAL YEAR BEGINNING OCTOBER 1, 2019, AND ENDING SEPTEMBER 30, 2020; AND PROVIDING FOR SEVERABILITY, CONFLICTS AND AN EFFECTIVE DATE.

**WHEREAS**, the Board of Supervisors (the “**Board**”) of the Hidden Creek Community Development District (the “**District**”) previously adopted its budget for fiscal year 2019/2020;

**WHEREAS**, the Board desires to reallocate funds budgeted to reflect appropriated revenues and expenses approved during the fiscal year;

**WHEREAS**, the District is empowered by section 189.016, Florida Statutes to adjust the budget based on actual revenues and expenses; and

**WHEREAS**, the District Manager has submitted a proposed amended budget to reflect appropriated revenues and expenses approved during the fiscal year 2019/2020 (the “**Amended Budget**”), attached hereto as **Exhibit “A”** and incorporated as a material part of this Resolution by this reference.

#### **NOW, THEREFORE, BE IT RESOLVED BY THE BOARD AS FOLLOWS:**

1. **Recitals.** The foregoing recitals are hereby incorporated as the findings of fact of the Board.
2. **Amended Budget.** The Board hereby finds and determines as follows:
  - a. That the Board has reviewed the Amended Budget, a copy of which is on the District’s website, on file with the office of the District Manager, and at the District’s Records Office.
  - b. The Amended Budget is hereby adopted and shall accordingly amend the previously adopted budget for fiscal year 2019/2020.
  - c. That the Amended Budget shall be maintained in the office of the District Manager and at the District’s Records Office and identified as the “Amended Budget for the Hidden Creek Community Development District for the Fiscal Year Beginning October 1, 2019 and Ending September 30, 2020”.
  - d. The Amended Budget shall be posted by the District Manager on the District’s official website within five (5) days after adoption and remain on the website for at least two (2) years.
3. **Severability.** If any section or part of a section of this Resolution is declared invalid or unconstitutional, the validity, force and effect of any other section or part of a section of

this Resolution shall not thereby be affected or impaired unless it clearly appears that such other section or part of a section of this Resolution is wholly or necessarily dependent upon the section or part of a section so held to be invalid or unconstitutional.

4. **Conflicts.** This Resolution is intended to supplement the original resolution adopting the budget for fiscal year 2019/2020, which remain in full force and effect. This Resolution and the original resolution shall be construed to the maximum extent possible to give full force and effect to the provisions of each resolution. All District resolutions or parts thereof in actual conflict with this Resolution are, to the extent of such conflict, superseded and repealed.

5. **Effective Date.** This Resolution shall become effective upon its adoption.

**PASSED AND ADOPTED AS OF THE 11TH DAY OF NOVEMBER, 2020.**

**Attest:**

**Hidden Creek Community  
Development District**

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

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

**Exhibit A: FY 2019/2020 Amended Budget**

**STATEMENT 1  
HIDDEN CREEK CDD  
FY 2020 AMENDED BUDGET - General Fund (O&M)**

|  | <b>FY 2020 ADOPTED</b> | <b>FY 20 ACTUAL</b> | <b>Budget Amendment</b> | <b>FY 20 AMENDED</b> |
|--|------------------------|---------------------|-------------------------|----------------------|
| <b>REVENUE</b>                                     |                        |                     |                         |                      |
| GENERAL FUND REVENUE /(1)                          | \$ 156,629             | \$ 148,580          | \$ -                    | \$ 156,629           |
| DEVELOPER FUNDING                                  | 400,016                | 462,743             | 54,678                  | 454,694              |
| MISCELLELLANOUS REVENUE                            | -                      | -                   | -                       | -                    |
| <b>TOTAL REVENUE</b>                               | <b>556,645</b>         | <b>611,323</b>      | <b>54,678</b>           | <b>611,323</b>       |
| <b>EXPENDITURES</b>                                |                        |                     |                         |                      |
| <b>ADMINISTRATIVE</b>                              |                        |                     |                         |                      |
| SUPERVISORS COMPENSATION                           | 8,000                  | 2,600               | (5,400)                 | 2,600                |
| PAYROLL TAXES                                      | 612                    | 199                 | (413)                   | 199                  |
| PAYROLL SERVICES                                   | 457                    | 196                 | (261)                   | 196                  |
| MANAGEMENT CONSULTING SERVICES                     | 24,000                 | 24,000              | -                       | 24,000               |
| CONSTRUCTION ACCOUNTING SERVICE                    | 4,000                  | 4,000               | -                       | 4,000                |
| PLANNING & COORDINATION SERVICES                   | 36,000                 | 36,000              | -                       | 36,000               |
| ADMINISTRATIVE SERVICES                            | 7,500                  | 7,500               | -                       | 7,500                |
| BANK FEES  | 120                    | 152                 | 32                      | 152                  |
| MISCELLANEOUS                                      | 500                    | 695                 | 195                     | 695                  |
| AUDITING SERVICES                                  | 2,400                  | 2,400               | -                       | 2,400                |
| TRAVEL PER DIEM                                    | 200                    | -                   | (200)                   | -                    |
| INSURANCE  | 6,241                  | 18,902              | 12,661                  | 18,902               |
| REGULATORY AND PERMIT FEES                         | 175                    | 175                 | -                       | 175                  |
| LEGAL ADVERTISEMENTS                               | 1,800                  | 5,882               | 4,082                   | 5,882                |
| PERFORMANCE & WARRANTY BOND PREM.                  | -                      | -                   | -                       | -                    |
| ENGINEERING SERVICES                               | 5,000                  | 5,072               | 72                      | 5,072                |
| LEGAL SERVICES                                     | 3,000                  | 4,801               | 1,801                   | 4,801                |
| WEBSITE DEVELOPMENT AND HOSTING                    | 2,265                  | 2,232               | (33)                    | 2,232                |
| MISCELLANEOUS CONTINGENCY                          | -                      | -                   | -                       | -                    |
| <b>TOTAL ADMINISTRATIVE</b>                        | <b>102,270</b>         | <b>114,806</b>      | <b>12,536</b>           | <b>114,806</b>       |
| <b>DEBT ADMINISTRATION</b>                         |                        |                     |                         |                      |
| ARBITRAGE  | 1,200                  | 650                 | (550)                   | 650                  |
| DISSIMINATION AGENT - SERIES 2016 and 2019         | 5,000                  | 6,500               | 1,500                   | 6,500                |
| TRUSTEE FEES                                       | 19,075                 | 23,072              | 3,997                   | 23,072               |
| <b>TOTAL DEBT ADMINISTRATION</b>                   | <b>25,275</b>          | <b>30,222</b>       | <b>4,947</b>            | <b>30,222</b>        |
| <b>PHYSICAL ENVIRONMENT</b>                        |                        |                     |                         |                      |
| UTILITIES - WATER                                  | -                      | 28,405              | 28,405                  | 28,405               |
| ELECTRICITY  | 1,200                  | 27,612              | 26,412                  | 27,612               |
| LANDSCAPE MAINTENANCE                              | 150,840                | 176,083             | 25,243                  | 176,083              |
| LANDSCAPE MAINTENANCE - BUSH HOG MOWING            | 6,400                  | 8,978               | 2,578                   | 8,978                |
| LANDSCAPE REPLENISHMENT                            | -                      | 7,142               | 7,142                   | 7,142                |
| PONDS - AQUATICS MAINTENANCE                       | 15,204                 | 17,804              | 2,600                   | 17,804               |
| PONDS -- STOCKING AND PLANT INSTALL                | 3,000                  | -                   | (3,000)                 | -                    |
| PONDS LANDSCAPE MAINTENANCE                        | -                      | 14,100              | 14,100                  | 14,100               |
| STREETLIGHTS                                       | 207,000                | 127,490             | (79,510)                | 127,490              |
| ENTRANCE MONUMENT MAINTENANCE                      | 5,000                  | 19,500              | 14,500                  | 19,500               |
| COMPREHENSIVE FIELD SERVICES                       | 13,896                 | 13,896              | -                       | 13,896               |
| PET WASTE REMOVAL                                  | 3,060                  | -                   | (3,060)                 | -                    |
| GATE REPAIR & MAINTENANCE                          | 10,000                 | 6,400               | (3,600)                 | 6,400                |
| GATE CLICKERS                                      | 6,000                  | 191                 | (5,809)                 | 191                  |
| ENTRANCE GATE CAMERA                               | 7,500                  | -                   | (7,500)                 | -                    |
| REPAIRS & MAINTENANCE                              | -                      | 2,225               | 2,225                   | 2,225                |
| CONTINGENCY  | -                      | 6,730               | 16,469                  | 16,469               |
| <b>TOTAL PHYSICAL ENVIRONMENT</b>                  | <b>429,100</b>         | <b>456,556</b>      | <b>37,195</b>           | <b>466,295</b>       |
| <b>TOTAL EXPENDITURES</b>                          | <b>556,645</b>         | <b>601,584</b>      | <b>54,678</b>           | <b>611,323</b>       |
| <b>EXCESS OF REVENUE OVER (UNDER) EXPENDITURES</b> | <b>-</b>               | <b>9,739</b>        | <b>-</b>                | <b>-</b>             |
| FUND BALANCE - BEGINNING                           | -                      | 13,936              | -                       | 13,936               |
| <b>FUND BALANCE - ENDING</b>                       | <b>\$ -</b>            | <b>\$ 23,675</b>    | <b>\$ -</b>             | <b>\$ 13,936</b>     |

**Footnotes:**

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