

***CYPRESS CREEK OF HILLSBOROUGH COUNTY
COMMUNITY DEVELOPMENT DISTRICT***

Advanced Board Package

***Board of Supervisors
Regular Meeting***

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

At the Offices of:

***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.

Cypress Creek of Hillsborough County Community Development District

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

Board of Supervisors
**Cypress Creek of Hillsborough County
Community Development District**

Dear Board Members:

The Regular Meeting of the Board of Supervisors of the Cypress Creek of Hillsborough County Community Development District is scheduled for **Tuesday February 2, 2016 at 10:00 a.m.** at the offices of Metro Development Group, 2502 North Rocky Point Drive, Suite 1050, Tampa, Florida.

The advanced copy of the agenda for the meeting is enclosed, along with associated documentation for your review and consideration. Any additional support material will be forwarded to you under separate cover or distributed at the meeting.

The balance of the agenda is routine in nature and staff will present their reports at the meeting. If you have any questions, please contact me.

Sincerely,

Bruce St. Denis

Bruce St. Denis
District Manager

CYPRESS CREEK OF HILLSBOROUGH COUNTY COMMUNITY DEVELOPMENT DISTRICT

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

Business Meeting Agenda

	Exhibit(s)
I. Roll Call	
II. Audience Comments	
III. Administrative Matters	
a. Approval of Minutes of December 1, 2015 Meeting	1
b. Acceptance of the Financial Statement	2
c. Appointment of Supervisor to Fill Vacant Seat # 3 Expires 11-2016	
d. Oath of Office	
e. Approval of Resolution 2016-1 Officers	3
IV. Business Matters	
a. Ratification of Invoice for Poop 911	4
b. Other Matters	
V. Staff Reports	
a. Manager	

Exhibit(s)

b. Attorney

c. Engineer

VI. Public Comments

VII. Supervisor Requests

VIII. Adjournment

EXHIBIT 1

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**MINUTES OF MEETING
CYPRESS CREEK OF HILLSBOROUGH COUNTY
COMMUNITY DEVELOPMENT DISTRICT**

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

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FIRST ORDER OF BUSINESS – Roll Call

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

19 Present and establishing a quorum were:

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

23 Also present were:

24 Bruce St. Denis	District Manager
25 Dan Malloy	District Counsel (via phone)

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SECOND ORDER OF BUSINESS – Audience Comments

30 There being none, the next item followed.

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THIRD ORDER OF BUSINESS – Administrative Matters

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A. Approval of Minutes of November 3, 2015 Meeting

39 Mr. St. Denis presented the November 3, 2015 Minutes and asked for comments, questions or
40 corrections.

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On a MOTION by Mr. Lawson, SECONDED by Mr. Draper, WITH ALL IN FAVOR, the Board approved the November 3, 2015 minutes of the Board of Supervisors' meeting for the Cypress Creek of Hillsborough County Community Development District.

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B. Acceptance of the October 2015 Financial Statements

48 Bruce St. Denis presented the October 2015 Financial Statements and asked for comments or
49 questions.

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On a MOTION by Mr. Lawson, SECONDED by Ms. Price, WITH ALL IN FAVOR, the Board accepted the October 2015 Financial Statements for the Cypress Creek of Hillsborough County Community Development District.

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C. Appointment of Supervisor to Fill Vacant Seat #3, Expires 11-2016

57 This item was tabled.

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D. Oath of Office

62 This item was tabled.

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E. Approval of Resolution 2016-01 Officers

67 This item was tabled.

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FOURTH ORDER OF BUSINESS – Business Matters

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A. Discussion and Approval of Meeting Date and Location for the Amenity Center Workshop

1 Mr. St. Denis presented for discussion and approval the Meeting Date and Location for the
2 Amenity Center Workshop.

3 On a MOTION by Mr. Lawson, SECONDED by Mr. Draper, WITH ALL IN FAVOR, the Board
4 approved the Amenity Center Workshop to be held at the Panther Trace I Clubhouse on December 17,
5 2015, at 6:00 p.m., for the Cypress Creek of Hillsborough County Community Development District.

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7 **B. Discussion and Approval of the Public Hearing Date and Location for the Amenity**
8 **Center**

9 Mr. St. Denis presented for discussion and approval the Public Hearing Date and Location for the
10 Amenity Center and asked for comments or questions.

11 On a MOTION by Mr. Lawson, SECONDED by Mr. Draper, WITH ALL IN FAVOR, the Board
12 approved the Public Hearing to be held on January 5, 2016 at the Panther Trace I Clubhouse for the
13 Cypress Creek of Hillsborough County Community Development District.

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

16 **A. Manager**

17 There being none, the next item followed.

18 **B. Attorney**

19 There being none, the next item followed.

20 **C. Engineer**

21 There being none, the next item followed.

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

23 There being none, the next item followed.

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

25 Mr. Lawson stated that he has been in discussions with Jon Kessler for possible issuance of
26 revenue bonds for Phase 5.

27 **EIGHTH ORDER OF BUSINESS – Adjournment**

28 On a MOTION by Mr. Lawson, SECONDED by Ms. Price, WITH ALL IN FAVOR, the Board
29 adjourned the meeting for the Cypress Creek of Hillsborough County Community Development District.

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

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

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39 _____
40 **Signature**

40 _____
41 **Signature**

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42 _____
43 **Printed Name**

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42 _____
43 **Printed Name**

43 **Title:** Secretary Assistant Secretary **Title:** Chairman Vice Chairman

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EXHIBIT 2

Cypress Creek Community Development District

Financial Statements
(Unaudited)

Period Ending
December 31, 2015

Cypress Creek of Hillsborough County CDD
Balance Sheet
December 31, 2015

	<u>GENERAL FUND</u>	<u>DS2006</u>	<u>DS2015</u>	<u>CONSTRUCTION</u>	<u>TOTAL</u>
<u>ASSETS:</u>					
CASH - Operating Account	\$ 881,698	\$ -	\$ -	\$ -	\$ 881,698
INVESTMENTS					
REVENUE FUND	-	17,130	44,961	-	62,091
INTEREST	-	-	1	-	1
PREPAYMENT	-	-	316,037	-	316,037
RESERVE FUND A-1	-	-	340,000	-	340,000
RESERVE FUND A-2	-	-	123,900	-	123,900
CAPITAL INTEREST	-	-	4	-	4
ACQUISITION/ CONST FUND	-	-	-	1,189,600	1,189,600
ACCOUNTS RECEIVABLE	-	-	-	13,371	13,371
ASSESSMENTS RECEIVABLE - ON ROLL	52,351	-	109,225	-	161,576
DUE FROM OTHER FUNDS	4,083	3,721	596,356	-	604,159
UTILITY DEPOSIT (TECO)	6,980	-	-	-	6,980
TOTAL ASSETS	<u>\$ 945,111</u>	<u>\$ 20,851</u>	<u>\$ 1,530,485</u>	<u>\$ 1,202,971</u>	<u>\$ 3,699,418</u>
<u>LIABILITIES:</u>					
ACCOUNTS PAYABLE	\$ 518	\$ -	\$ -	\$ 13,371	\$ 13,889
DUE TO OTHER FUND	600,076	-	-	4,083	604,159
DEFERRED REVENUE (On Roll Assmt)	52,351	-	109,225	-	161,576
<u>FUND BALANCE:</u>					
NONSPENDABLE:	6,980	-	-	-	6,980
RESTRICTED FOR:					
DEBT SERVICE		20,851	1,421,259	-	1,442,110
CAPITAL PROJECTS				1,185,517	1,185,517
UNASSIGNED	285,186	-	-	-	285,186
TOTAL LIABILITIES & FUND BALANCE	<u>\$ 945,111</u>	<u>\$ 20,851</u>	<u>\$ 1,530,485</u>	<u>\$ 1,202,971</u>	<u>\$ 3,699,418</u>

Cypress Creek of Hillsborough County CDD
General Fund
Statement of Revenue, Expenditures and Changes In Fund Balance
FY2016: For The Period From October 1, 2015 thru December 31, 2015
Preliminary

	FY2016 ADOPTED BUDGET	BUDGET YEAR-TO-DATE	ACTUAL YEAR-TO-DATE	FAVORABLE (UNFAVORABLE) VARIANCE
REVENUE				
ASSESSMENT ON-ROLL (Gross)	\$ 429,683	\$ 236,326	\$ 285,827	\$ 49,501
ASSESSMENT OFF-ROLL	-	-	19,027	19,027
INTEREST	-	-	13	13
MISCELLANEOUS REVENUE	-	-	-	-
DISCOUNT (ASSESSMENTS)	(17,903)	-	-	-
TOTAL REVENUE	\$ 411,780	\$ 236,326	\$ 304,868	\$ 68,542
EXPENDITURES				
ADMINISTRATIVE:				
SUPERVISORS FEES	2,400	600	600	-
TRAVEL PER DIEM	200	50	115	(65)
PAYROLL TAXES	184	46	46	0
PAYROLL SERVICES	673	168	91	77
MANAGEMENT CONSULTING SERVICES	23,000	5,750	5,750	0
CONSTRUCTION ACCOUNTING SERVICES	2,500	2,500	2,500	-
REGULATORY AND PERMIT FEES	175	175	175	-
MISCELLANEOUS EXPENSES (Mass mail, bank fees, room rental, new chks)	250	63	178	(116)
AUDITING	4,000	-	-	-
LEGAL ADVERTISEMENTS	550	138	285	(148)
ENGINEERING SERVICES	3,500	875	1,993	(1,118)
LEGAL SERVICES - GENERAL	5,000	1,250	153	1,098
COUNTY-COLLECTION FEES	17,903	-	-	-
WEBSITE SETUP & ADMINISTRATION	1,995	499	420	79
CONTINGENCY	1,775	444	-	444
TOTAL ADMINISTRATIVE	64,105	12,557	12,306	251
INSURANCE:				
INSURANCE (Liability, Property & Casualty)	14,500	8,696	8,696	-
TOTAL INSURANCE	14,500	8,696	8,696	-
DEBT SERVICE ADMINISTRATION:				
DISSEMINATING AGENT	5,000	-	-	-
ARBITRAGE REPORTING	500	-	-	-
TRUSTEE FEES	4,337	-	-	-
TOTAL DEBT SERVICE ADMINISTRATION	9,837	-	-	-
FIELD OPERATIONS:				
UTILITY - ELECTRICITY	4,390	1,098	853	245
UTILITY - STREETLIGHTS	31,740	7,935	4,627	3,308
UTILITY - WATER	230	58	41	17
FIELD MANAGEMENT SERVICES	48,000	12,000	12,000	-
FIELD SUPERVISOR	16,800	4,200	2,037	2,163
ENTRY AND WALLS MAINTENANCE	3,000	750	1,208	(458)
LAKE & POND MAINTENANCE (WETLAND)	8,280	2,070	2,092	(22)
AQUATIC PLANT REPLACEMENT	1,500	375	-	375
LANDSCAPE MAINTENANCE	84,192	21,048	21,048	-
LANDSCAPE REPLENISHMENT	5,000	1,250	13,734	(12,484)
IRRIGATION MAINTENANCE	4,500	1,125	1,735	(610)
MISCELLANEOUS FIELD EXPENSE	650	163	1,247	(1,084)
FIELD CONTINGENCY	5,490	1,373	-	1,373
STREETLIGHTS-NON ADVALOREM TAXES	11,950	1,041	1,041	-
TOTAL FIELD OPERATIONS	225,722	54,484	61,662	(7,178)
AMENITY CENTER:				
POOL SERVICE CONTRACT	9,600	2,400	-	2,400
POOL MAINTENANCE & REPAIRS	3,500	875	-	875
POOL PERMIT	275	69	-	69
AMENITY CENTER CLEANING & MAINTENANCE	12,720	3,180	-	3,180
AMENITY CENTER INTERNET	2,280	570	-	570
AMENITY CENTER ELECTRICITY	19,200	4,800	-	4,800
AMENITY CENTER WATER	10,500	2,625	-	2,625
AMENITY CENTER PEST CONTROL	1,020	255	-	255
REFUSE SERVICE	2,100	525	-	525
LANDSCAPE MAINTENANCE	14,400	3,600	-	3,600
AMENITY CENTER MISCELLANEOUS REPAIRS & MAINTENANCE	7,000	1,750	-	1,750
TOTAL AMENITY CENTER OPERATIONS	82,595	20,649	-	20,649

Cypress Creek of Hillsborough County CDD
General Fund
Statement of Revenue, Expenditures and Changes In Fund Balance
FY2016: For The Period From October 1, 2015 thru December 31, 2015
Preliminary

	FY2016 ADOPTED BUDGET	BUDGET YEAR-TO-DATE	ACTUAL YEAR-TO-DATE	FAVORABLE (UNFAVORABLE) VARIANCE
OTHER OPERATIONS:				-
INCREASE RESERVES	15,021	-	-	-
TOTAL OTHER	15,021	-	-	-
TOTAL EXPENDITURES	411,780	96,386	82,664	13,722
EXCESS OF REVENUE OVER (UNDER) EXPENDITURES	1	139,940	222,204	82,263
NET CHANGE IN FUND BALANCE	1	139,940	222,204	82,263
FUND BALANCE - BEGINNING	59,594	59,594	69,962	10,368
INCREASE RESERVES	15,021			
FUND BALANCE - ENDING	\$ 74,615	\$ 199,534	\$ 292,166	\$ 92,632

a) Annual Budget reported at Gross, Prorated Budget adjusted to Net and Actual is reported at Net. Prorated Budget is adjusted to net and reflects the following percentage of the Annual Budget for the respective reporting period: December = 60%, January = 70%, February = 80%, March = 90% and April = 100%. Assessments become delinquent on April 1st.

Cypress Creek of Hillsborough County CDD
Series 2006 Debt Service Fund
Statement of Revenue, Expenditures and Changes In Fund Balance
FY2016: For The Period From October 1, 2015 thru December 31, 2015

	<u>ADOPTED BUDGET</u>	<u>BUDGET YEAR-TO-DATE</u>	<u>ACTUAL YEAR-TO-DATE</u>	<u>VARIANCE FAVORABLE (UNFAVORABLE)</u>
REVENUE				
ASSESSMENTS ON-ROLL (Net)				(a) \$ -
ASSESSMENTS OFF-ROLL				-
DISCOUNT (ASSESSMENTS)				-
TOTAL REVENUE	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
EXPENDITURES				
INTEREST EXPENSE				-
PRINCIPAL EXPENSE				-
TOTAL EXPENDITURES	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
EXCESS OF REVENUE OVER (UNDER) EXPENDITURES	-	-	-	-
NET CHANGE IN FUND BALANCE	-	-	-	-
FUND BALANCE - BEGINNING			20,851	20,851
FUND BALANCE - ENDING	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 20,851</u>	<u>\$ 20,851</u>

a) Assessment budget reported at gross, year-to-date budget adjusted to net and actual collections reported at net pending the receipt of County's discount and collection fees information.

Cypress Creek of Hillsborough County CDD
Series 2015A Debt Service Fund
Statement of Revenue, Expenditures and Changes In Fund Balance
FY2016: For The Period From October 1, 2015 thru December 31, 2015

	FY2016 ADOPTED BUDGET	BUDGET YEAR-TO-DATE	ACTUAL YEAR-TO-DATE	VARIANCE FAVORABLE (UNFAVORABLE)
REVENUE				
ASSESSMENTS ON-ROLL (Net)	\$ 766,932	\$ 423,347	\$ 596,356	\$ 173,009
ASSESSMENTS OFF-ROLL (Cypress Crk 2 LLC)	811,528	646,883	646,883	-
INTEREST REVENUE	-	-	9	9
FUND BALANCE FORWARD	12,373	-	-	-
Less: DISCOUNT ASSESSMENTS	(30,677)	-	-	-
TOTAL REVENUE	1,560,156	1,070,229	1,243,247	173,017
EXPENDITURES				
COUNTY ASSESSMENTS COLLECTION FEE	30,677	-	-	-
PRINCIPAL EXPENSE	560,000	-	-	-
PRINCIPAL PREPAYMENT	-	-	65,000	(65,000)
INTEREST EXPENSE (May1 & Nov 1)	958,662	367,390	367,390	-
TOTAL EXPENDITURES	1,549,339	367,390	432,390	(65,000)
EXCESS OF REVENUE OVER (UNDER) EXPENDITURES	10,817	702,839	810,856	108,018
NET CHANGE IN FUND BALANCE	10,817	702,839	810,856	108,018
FUND BALANCE - BEGINNING			610,403	610,403
FUND BALANCE - ENDING	\$ 10,817	\$ 702,839	\$ 1,421,259	\$ 718,420

a) Assessment budget reported at gross, year-to-date budget adjusted to net and actual collections reported at net

Cypress Creek of Hillsborough County CDD

Acq/Construction Fund

Statement of Revenue, Expenditures and Changes In Fund Balance FY2016: For The Period From October 1, 2015 thru December 31, 2015

	<u>ACTUAL</u> <u>YEAR-TO-DATE</u>
REVENUE	
DEVELOPER CONTRIBUTIONS	\$ 13,371
INTEREST REVENUE	25
TOTAL REVENUE	<u> 13,397</u>
EXPENDITURES	
CONSTRUCTION IN PROGRESS	<u> 687,897</u>
TOTAL EXPENDITURES	<u> 687,897</u>
EXCESS OF REVENUE OVER (UNDER) EXPENDITURES	(674,500)
NET CHANGE IN FUND BALANCE	<u> (674,500)</u>
FUND BALANCE - BEGINNING	1,860,018
FUND BALANCE - ENDING	<u><u> \$ 1,185,517</u></u>

Cypress Creek of Hillsborough County CDD
Cash Reconciliation (GF)
December 31, 2015

	<u>Chs Account</u>	<u>New BU Account</u>	<u>Consolidated Cash_Balance</u>
Balance Per Bank Statement	\$ 755.68	\$ 894,079.86	\$ 894,835.54
Less: Outstanding Checks		(13,137.91)	(13,137.91)
<i>Adjusted Bank Balance</i>	<u>\$ 755.68</u>	<u>\$ 880,941.95</u>	<u>\$ 881,697.63</u>
Beginning Bank Balance Per Books	\$ 775.68	\$ 208,234.17	\$ 209,009.85
Cash Receipts	-	712,356.06	712,356.06
Disbursements	(20.00)	(39,648.28)	(39,668.28)
<i>Balance Per Books</i>	<u>\$ 755.68</u>	<u>\$ 880,941.95</u>	<u>\$ 881,697.63</u>

Cypress Creek of Hillsborough County CDD

Check Register

FY 2016

Date	Num	Name	Memo	Debit	Credit	BU Balance
			EOY Balance			16,482.33
10/01/2015	2110	DPFG	CDD Mgmt/Misc		4,416.66	12,065.67
10/01/2015	2111	Egis Insurance & Risk Advisors	Insurance - FY 2016		8,696.00	3,369.67
10/07/2015	2112	ATLAS PROFESSIONAL SERVICES, INC.	Web Site - Oct		60.00	3,309.67
10/07/2015	2113	HILLSBOROUGH COUNTY UTILITIES-BOC	8/24-9/23 - 7908 Orange Spring Dr		12.83	3,296.84
10/07/2015	2114	TECO	8/25-9/24 - Streetlights		1,923.04	1,373.80
10/07/2015	2115	TIME PUBLISHING CO	Legal Ad		56.06	1,317.74
10/16/2015	2116	TECO	Electricity		276.57	1,041.17
10/21/2015		Deposit - Tax Coll	Tax Coll Int	42.60		1,083.77
10/23/2015	2117	TECO	7152 Trent Creek Dr Pump - Dep		200.00	883.77
10/28/2015		Deposit	Tax Coll Deposit	4,587.33		5,471.10
10/30/2015		Deposit	Lennar Series 2006 Special Assessm	17,130.00		22,601.10
10/30/2015	2118	STEVE FIASON	Mileage - Oct		114.58	22,486.52
10/30/2015	W10302015	US BANK	DS - 2006 Trustee fees		17,130.00	5,356.52
		EOM Balance BU 10-31-2015		21,759.93	32,885.74	5,356.52
11/05/2015		Deposit	O & M Assessment 2015	19,819.14		25,175.66
11/05/2015		Deposit	O & M Assessment 2015	21,152.13		46,327.79
11/06/2015	2119	AQUATIC SYSTEMS, INC	Lake & Pond Maint.		1,380.00	44,947.79
11/06/2015	2120	CERTUS BUILDERS	Wall Repairs		1,207.50	43,740.29
11/06/2015	2121	DOUG BELDON, TAX COLLECTOR	A0542462196 - Streetlight Assessment		1,041.33	42,698.96
11/06/2015	2122	DPFG	CDD Mgmt - Nov		1,916.66	40,782.30
11/06/2015	2123	GRANDVIEW BOTANICALS LANDSCAPE CO	Remove Trash		450.00	40,332.30
11/06/2015	2124	HILLSBOROUGH COUNTY UTILITIES-BOC	9/23-10/22 - 7908 Orange Springs Dr		14.64	40,317.66
11/06/2015	2125	LANDSCAPE MAINTENANCE PROFESSION	Landscape Maint		9,356.00	30,961.66
11/06/2015	2126	METRO DEVELOPMENT GROUP, LLC	Field Mgmt - Oct		4,000.00	26,961.66
11/06/2015	2127	STANTEC CONSULTING SERVICES, INC	Engineering Svcs thru 10/9/15		409.94	26,551.72
11/06/2015	2128	TECO	Electricity		2,553.04	23,998.68
11/06/2015	2129	DPFG FIELD SERVICES, INC	9/26-11/21 - Field P/R		1,110.00	22,888.68
11/06/2015	2130	LANDSCAPE MAINTENANCE PROFESSION	Irrigation Repairs		360.00	22,528.68
11/12/2015	2131	ATLAS PROFESSIONAL SERVICES, INC.	Web Site Hosting - Nov		60.00	22,468.68
11/12/2015	2132	METRO DEVELOPMENT GROUP, LLC	Field Mgmt - Nov		4,000.00	18,468.68
11/12/2015	2133	TECO	Electricity		366.71	18,101.97
11/12/2015	ACH1112	DELUXE FOR BUSINESS	Business products		68.22	18,033.75
11/12/2015	197	Transfer fee	Outgoing Wire transfer fee - Nov bnk sta		25.00	18,008.75
11/17/2015		Deposit	O & M Assessment-Builder	2,391.75		20,400.50
11/17/2015		Deposit	O & M Assessment (Builder	19,027.44		39,427.94
11/18/2015		Deposit	Tax Collections	14,941.67		54,369.61
11/19/2015	2134	STANTEC CONSULTING SERVICES, INC	Engineering Svcs thru 11/6/15		763.98	53,605.63
11/20/2015	10000	Ira D Draper	BOS Mtg - 11/3/15		184.70	53,420.93
11/20/2015	ACH11202015	PAYCHEX	BOS Mtg - 11/3/15 - Taxes		30.60	53,390.33
11/20/2015	ACH11202015	PAYCHEX	BOS Mtg - 11/3/15 - P/R Fees		40.95	53,349.38
11/30/2015		Deposit	Hills Tax Collections	154,884.79		208,234.17
		EOM Balance - BU 11-30-2015		232,216.92	29,339.27	208,234.17
12/01/2015	2135	DPFG	CDD Mgmt - Dec		1,916.66	206,317.51
12/01/2015	2136	DPFG FIELD SERVICES, INC	11/22-12/19 - Field Svcs		927.00	205,390.51
12/01/2015	2137	FLORIDA DEPT OF ECONOMIC OPPORTUN	Annual Filing Fee FY 2016		175.00	205,215.51

Cypress Creek of Hillsborough County CDD
Check Register
FY 2016

Date	Num	Name	Memo	Debit	Credit	BU Balance
12/04/2015	2138	PATRICIA COMINGS-THIBAULT	Holiday (Christmaslightset.com)		444.93	204,770.58
12/08/2015			Tax Coll Deposit	616,230.66		821,001.24
12/08/2015			VOID: Tax Collections	0.00		821,001.24
12/09/2015	2139	LANDSCAPE MAINTENANCE PROFESSION	Landscape Maint - Dec		7,016.00	813,985.24
12/09/2015	2140	METRO DEVELOPMENT GROUP, LLC	Field Mgmt - Dec		4,000.00	809,985.24
12/09/2015	2141	PANTHER TRACE CDD	12/17/15 - Room Rental		25.00	809,960.24
12/11/2015	2142	AQUATIC SYSTEMS, INC	Lake & Pond Maint - Dec		712.00	809,248.24
12/11/2015	2143	ATLAS PROFESSIONAL SERVICES, INC.	Web Site Set Up/Hosting - Dec		300.00	808,948.24
12/11/2015	2144	HILLSBOROUGH COUNTY UTILITIES-BOC	10/22-11/19 - 7908 Orange Spring Dr		12.47	808,935.77
12/11/2015	2145	TECO	Electricity		2,749.46	806,186.31
12/11/2015	2146	TIME PUBLISHING CO	Legal Ads		285.20	805,901.11
12/16/2015	2147	LANDSCAPE MAINTENANCE PROFESSION	Landscape Maint - Oct		7,016.00	798,885.11
12/16/2015	2148	STANTEC CONSULTING SERVICES, INC	Engineering Svcs thru 12/4/15		819.50	798,065.61
12/18/2015			Tax Collection	96,125.40		894,191.01
12/28/2015	2149	GRANDVIEW BOTANICALS LANDSCAPE C	Misc. Landscaping		550.00	893,641.01
12/28/2015	2150	LANDSCAPE MAINTENANCE PROFESSION	Misc. Landscaping		12,218.51	881,422.50
12/30/2015	ACH12302015	PAYCHEX	BOS Mtg - 12/1, 12/12		49.95	881,372.55
12/30/2015	10001	Ira D Draper	BOS Mtg - 12/1, 12/12		369.40	881,003.15
12/30/2015	ACH12302015	PAYCHEX	BOS Mtg - 12/1, 12/12		61.20	880,941.95
EOM Balance BU 12-31-2015				712,356.06	39,648.28	880,941.95
Add: Chase Bank old account balance						775.68
EOM Cash Balance 12-31-2015						881,717.63

EXHIBIT 3

RESOLUTION 2016-1

A RESOLUTION DESIGNATING OFFICERS OF THE CYPRESS CREEK OF HILLSBOROUGH COUNTY COMMUNITY DEVELOPMENT DISTRICT

WHEREAS, the Board of Supervisors of the Cypress Creek of Hillsborough County 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 CYPRESS CREEK OF HILLSBOROUGH COUNTY 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 & Maik Aagaard</u>	Assistant Treasurer
<u>Carolyn Stewart & 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 Cypress Creek of Hillsborough County 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

EXHIBIT 4

DM-CC-008



POOP 911
 11721 Manistique Way
 New Port Richey FL 34654

Cypress Creek CDD

2502 N. Rocky Point Dr. Suite 1050
 Tampa, FL 33607

Proposal #CC0120

Date: 12/08/2015	
Description of services and area to be cleaned:	
Description	Price
Removal of pet waste, replace can liner, check and fill pick-up bags for <u>5 or more</u> pet waste stations once weekly. 3200 pick-up bags included annually.	\$6.95 each 7 x \$6.95 = \$48.65 weekly
Empty garbage cans throughout community and deposit garbage in community dumpster.	\$3.50 each 7 x \$3.50 = \$24.50 weekly
	\$73.15 weekly \$3803.80 annually
Monthly Service fee due	\$316.98

Doug Draper
 Doug Draper, Vice Chairman

12 months
 NTE \$ 3803.76

ARM 12 10 15



Real Estate Consulting Services:

Land Secured Public Financing
School District
Reimbursement and Credit
Fiscal Impact
Service Districts
Municipal District Services
Development Impact Fee
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

www.dpfg.com

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