### Horseshoe Creek Community Development District

Agenda

August 20, 2025

# AGENDA

### Horseshoe Creek Community Development District

219 E. Livingston Street, Orlando, FL 32801 Phone: 407-841-5524 – Fax: 407-839-1526

August 13, 2025

Board of Supervisors Horseshoe Creek Community Development District

Dear Board Members:

The regular meeting of the Board of Supervisors of the Horseshoe Creek Community Development District will be held Wednesday, August 20, 2025, at 1:00 PM the Lake Alfred Public Library, 245 North Seminole Ave., Lake Alfred, FL 33850. Following is the advance agenda for the regular meeting:

#### **Audit Committee Meeting**

- 1. Roll Call
- 2. Public Comment Period
- 3. Review of Proposals and Tally of Audit Committee Members Rankings
  - A. Grau & Associates
  - B. DiBartolomeo, McBee, Hartley & Barnes, P.A.
- 4. Adjournment

#### **Board of Supervisors Meeting**

- 1. Roll Call
- 2. Public Comment Period
- 3. Approval of Minutes of the May 21, 2025, Board of Supervisors and Audit Committee Meetings
- 4. Public Hearing
  - A. Consideration of Resolution 2025-02 Adopting Fiscal Year 2026 Approved Budget and Appropriating Funds
- 5. Consideration of Fiscal Year 2026 Budget Funding Agreement
- 6. Acceptance of Ranking of the Audit Committee and Authorizing Staff to Send a

#### Notice of Intent to Award

- 7. Staff Reports
  - A. Attorney
  - B. Engineer
  - C. District Manager's Report
    - i. Balance and Income Statement
    - ii. Ratification of Funding Request No. 8-11
    - iii. Approval of Funding Request No. 12
    - iv. Approval of Fiscal Year 2026 Meeting Schedule
    - v. District Goals and Objectives
      - a. Adoption of Fiscal Year 2026 Goals & Objectives
      - b. Presentation of Fiscal Year 2025 Goals & Objectives
         Authorizing Chair to Execute
- 8. Other Business
- 9. Supervisors Requests
- 10. Adjournment

# AUDIT COMMITTEE MEETING

# **SECTION III**

# SECTION A



# Proposal to Provide Financial Auditing Services:

#### **HORSESHOE CREEK**

COMMUNITY DEVELOPMENT DISTRICT

Proposal Due: August 1, 2025 5:00PM

#### **Submitted to:**

Horseshoe Creek Community Development District c/o District Manager 219 East Livingston Street Orlando, Florida 32801

#### Submitted by:

Antonio J. Grau, Partner Grau & Associates 1001 Yamato Road, Suite 301 Boca Raton, Florida 33431

**Tel** (561) 994-9299

(800) 229-4728

Fax (561) 994-5823 tgrau@graucpa.com www.graucpa.com



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August 1, 2025

Horseshoe Creek Community Development District c/o District Manager 219 East Livingston Street Orlando, Florida 32801

Re: Request for Proposal for Professional Auditing Services for the fiscal year ended September 30, 2025, with an option for four (4) additional annual renewals.

Grau & Associates (Grau) welcomes the opportunity to respond to the Horseshoe Creek Community Development District's (the "District") Request for Proposal (RFP), and we look forward to working with you on your audit. We are an energetic and robust team of knowledgeable professionals and are a recognized leader of providing services to Community Development Districts. As one of Florida's few firms to primarily focus on government, we are especially equipped to provide you an effective and efficient audit.

Government audits are at the core of our practice: 95% of our work is performing audits for local governments and of that 98% are for special districts. With our significant experience, we are able to increase efficiency, to provide immediate and continued savings, and to minimize disturbances to your operations.

#### Why Grau & Associates:

#### **Knowledgeable Audit Team**

Grau is proud that the personnel we assign to your audit are some of the most seasoned auditors in the field. Our staff performs governmental engagements year-round. When not working on your audit, your team is refining their audit approach for next year's audit. Our engagement partners have decades of experience and take a hands-on approach to our assignments, which all ensures a smoother process for you.

#### **Servicing your Individual Needs**

Our clients enjoy personalized service designed to satisfy their unique needs and requirements. Throughout the process of our audit, you will find that we welcome working with you to resolve any issues as swiftly and easily as possible. In addition, due to Grau's very low turnover rate for our industry, you also won't have to worry about retraining your auditors from year to year.

#### **Developing Relationships**

We strive to foster mutually beneficial relationships with our clients. We stay in touch year-round, updating, collaborating, and assisting you in implementing new legislation, rules and standards that affect your organization. We are also available as a sounding board and assist with technical questions.

#### **Maintaining an Impeccable Reputation**

We have never been involved in any litigation, proceeding or received any disciplinary action. Additionally, we have never been charged with, or convicted of, a public entity crime of any sort. We are financially stable and have never been involved in any bankruptcy proceedings.

#### **Complying With Standards**

Our audit will follow the Auditing Standards of the AICPA, Generally Accepted Government Auditing Standards, issued by the Comptroller General of the United States, and the Rules of the Auditor General of the State of Florida, and any other applicable federal, state and local regulations. We will deliver our reports in accordance with your requirements.

This proposal is a firm and irrevocable offer for 90 days. We certify this proposal is made without previous understanding, agreement or connection either with any previous firms or corporations offering a proposal for the same items. We also certify our proposal is in all respects fair, without outside control, collusion, fraud, or otherwise illegal action, and was prepared in good faith. Only the person(s), company or parties interested in the project as principals are named in the proposal. Grau has no existing or potential conflicts and anticipates no conflicts during the engagement. Our Federal I.D. number is 20-2067322.

We would be happy to answer any questions or to provide any additional information. We are genuinely excited about the prospect of serving you and establishing a long-term relationship. Please do not hesitate to call or email either of our Partners, Antonio J. Grau, CPA (tgrau@graucpa.com) or David Caplivski, CPA (dcaplivski@graucpa.com) at 561.994.9299. We thank you for considering our firm's qualifications and experience.

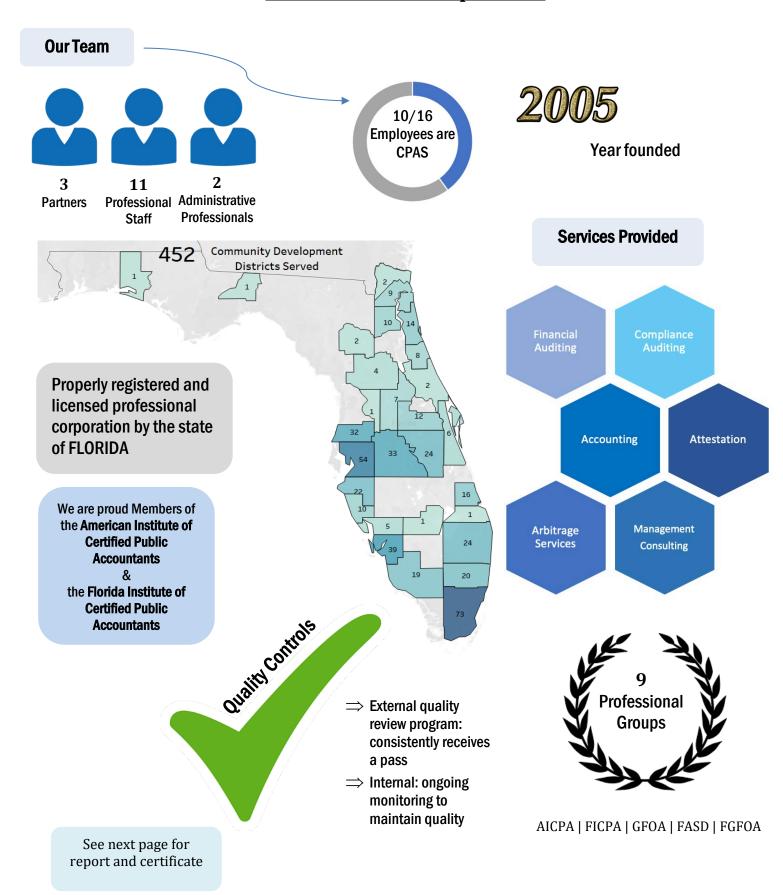
Very truly yours, Grau & Associates

Antonio J. Grau

# Firm Qualifications



#### **Grau's Focus and Experience**









Peer Review Program

FICPA Peer Review Program Administered in Florida by The Florida Institute of CPAs

AICPA Peer Review Program
Administered in Florida
by the Florida Institute of CPAs

March 17, 2023

Antonio Grau Grau & Associates 951 Yamato Rd Ste 280 Boca Raton, FL 33431-1809

Dear Antonio Grau:

It is my pleasure to notify you that on March 16, 2023, the Florida Peer Review Committee accepted the report on the most recent System Review of your firm. The due date for your next review is December 31, 2025. This is the date by which all review documents should be completed and submitted to the administering entity.

As you know, the report had a peer review rating of pass. The Committee asked me to convey its congratulations to the firm.

Thank you for your cooperation.

Sincerely,

FICPA Peer Review Committee

Peer Review Team FICPA Peer Review Committee

850.224.2727, x5957

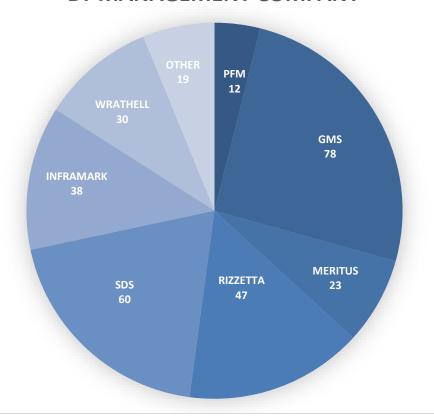
cc: Daniel Hevia, Racquel McIntosh

Firm Number: 900004390114 Review Number: 594791

## Firm & Staff Experience



# GRAU AND ASSOCIATES COMMUNITY DEVELOPMENT DISTRICT EXPERIENCE BY MANAGEMENT COMPANY



#### **Profile Briefs:**

### Antonio J GRAU, CPA (Partner)

Years Performing
Audits: 35+
CPE (last 2 years):
Government
Accounting, Auditing:
24 hours; Accounting,
Auditing and Other:
56 hours
Professional
Memberships: AICPA,
FICPA, FGFOA, GFOA

### David Caplivski, CPA (Partner)

Years Performing
Audits: 13+
CPE (last 2 years):
Government
Accounting, Auditing:
24 hours; Accounting,
Auditing and Other:
64 hours
Professional
Memberships: AICPA,
FICPA, FGFOA, FASD

"Here at Grau & Associates, staying up to date with the current technological landscape is one of our top priorities. Not only does it provide a more positive experience for our clients, but it also allows us to perform a more effective and efficient audit. With the every changing technology available and utilized by our clients, we are constantly innovating our audit process."

- Tony Grau

"Quality audits and exceptional client service are at the heart of every decision we make. Our clients trust us to deliver a quality audit, adhering to high standards and assisting them with improvements for their organization."

- David Caplivski



#### **YOUR ENGAGEMENT TEAM**

Grau's client-specific engagement team is meticulously organized in order to meet the unique needs of each client. Constant communication within our solution team allows for continuity of staff and audit team. The Certified Information Technology Professional (CITP) Partner will bring a unique blend of IT expertise and understanding of accounting principles to the financial statement audit of the District.



The assigned personnel will work closely with the partner and the District to ensure that the financial statements and all other reports are prepared in accordance with professional standards and firm policy. Responsibilities will include planning the audit; communicating with the client and the partners the progress of the audit; and determining that financial statements and all reports issued by the firm are accurate, complete and are prepared in accordance with professional standards and firm policy.

The Engagement Partner will participate extensively during the various stages of the engagement and has direct responsibility for engagement policy, direction, supervision, quality control, security, confidentiality of information of the engagement and communication with client personnel. The engagement partner will also be involved directing the development of the overall audit approach and plan; performing an overriding review of work papers and ascertain client satisfaction.





# Antonio 'Tony ' J. Grau, CPA Partner

Contact: tgrau@graucpa.com | (561) 939-6672

#### **Experience**

For over 30 years, Tony has been providing audit, accounting and consulting services to the firm's governmental, non-profit, employee benefit, overhead and arbitrage clients. He provides guidance to clients regarding complex accounting issues, internal controls and operations.

As a member of the Government Finance Officers Association Special Review Committee, Tony participated in the review process for awarding the GFOA Certificate of Achievement in Financial Reporting. Tony was also the review team leader for the Quality Review of the Office of Management Audits of School Board of Miami-Dade County. Tony received the AICPA advanced level certificate for governmental single audits.

#### **Education**

University of South Florida (1983) Bachelor of Arts Business Administration

#### Clients Served (partial list)

(>300) Various Special Districts, including:

Bayside Improvement Community Development District Dunes Community Development District Fishhawk Community Development District (I,II,IV) Grand Bay at Doral Community Development District Heritage Harbor North Community Development District St. Lucie West Services District Ave Maria Stewardship Community District Rivers Edge II Community Development District Bartram Park Community Development District Bay Laurel Center Community Development District

Boca Raton Airport Authority Greater Naples Fire Rescue District Key Largo Wastewater Treatment District Lake Worth Drainage District South Indian River Water Control

#### Professional Associations/Memberships

American Institute of Certified Public Accountants Florida Government Finance Officers Association Florida Institute of Certified Public Accountants Government Finance Officers Association Member City of Boca Raton Financial Advisory Board Member

#### **Professional Education** (over the last two years)

<u>Course</u>	<u>Hours</u>
Government Accounting and Auditing	24
Accounting, Auditing and Other	<u>56</u>
Total Hours	80 (includes of 4 hours of Ethics CPE)





#### David Caplivski, CPA/CITP, Partner

Contact: dcaplivski@graucpa.com / 561-939-6676

Experience

Grau & Associates Partner 2021-Present
Grau & Associates Manager 2014-2020
Grau & Associates Senior Auditor 2013-2014
Grau & Associates Staff Auditor 2010-2013

#### **Education**

Florida Atlantic University (2009) Master of Accounting Nova Southeastern University (2002) Bachelor of Science Environmental Studies

#### **Certifications and Certificates**

Certified Public Accountant (2011)
AICPA Certified Information Technology Professional (2018)
AICPA Accreditation COSO Internal Control Certificate (2022)

#### Clients Served (partial list)

(>300) Various Special Districts
Aid to Victims of Domestic Abuse
Boca Raton Airport Authority
Broward Education Foundation
CareerSource Brevard
CareerSource Central Florida 403 (b) Plan
City of Lauderhill GERS

Hispanic Human Resource Council
Loxahatchee Groves Water Control District
Old Plantation Water Control District
Pinetree Water Control District
San Carlos Park Fire & Rescue Retirement Plan
South Indian River Water Control District
South Trail Fire Protection & Rescue District

City of Parkland Police Pension Fund
City of Sunrise GERS
Coquina Water Control District
Central County Water Control District
Town of Haverhill
Town of Hypoluxo
Town of Hillsboro Beach
Town of Lantana

City of Miami (program specific audits)

Town of Lauderdale By-The-Sea Volunteer Fire Pension

City of West Park
Coquina Water Control District
East Central Regional Wastewater Treatment Facl.
Town of Pembroke Park
Village of Wellington
Village of Golf

East Naples Fire Control & Rescue District

#### **Professional Education** (over the last two years)

CourseHoursGovernment Accounting and Auditing24Accounting, Auditing and Other64Total Hours88 (includes 4 hours of Ethics CPE)

#### **Professional Associations**

Member, American Institute of Certified Public Accountants Member, Florida Institute of Certified Public Accountants Member, Florida Government Finance Officers Association

Member, Florida Association of Special Districts



### References



We have included three references of government engagements that require compliance with laws and regulations, follow fund accounting, and have financing requirements, which we believe are similar to the District.

#### **Dunes Community Development District**

**Scope of Work** Financial audit **Engagement Partner** Antonio J. Grau

**Dates** Annually since 1998

**Client Contact** Darrin Mossing, Finance Director

475 W. Town Place, Suite 114 St. Augustine, Florida 32092

904-940-5850

#### **Two Creeks Community Development District**

Scope of WorkFinancial auditEngagement PartnerAntonio J. Grau

**Dates** Annually since 2007

**Client Contact** William Rizzetta, President

3434 Colwell Avenue, Suite 200

Tampa, Florida 33614

813-933-5571

#### Journey's End Community Development District

**Scope of Work** Financial audit **Engagement Partner** Antonio J. Grau

**Dates** Annually since 2004

Client Contact Todd Wodraska, Vice President

2501 A Burns Road

Palm Beach Gardens, Florida 33410

561-630-4922



# Specific Audit Approach



#### **AUDIT APPROACH**

#### Grau's Understanding of Work Product / Scope of Services:

We recognize the District is an important entity and we are confident our firm is eminently qualified to meet the challenges of this engagement and deliver quality audit services. You would be a valued client of our firm and we pledge to commit all firm resources to provide the level and quality of services (as described below) which not only meet the requirements set forth in the RFP but will exceed those expectations. Grau & Associates fully understands the scope of professional services and work products requested. Our audit will follow the Auditing Standards of the AICPA, Generally Accepted Government Auditing Standards, issued by the Comptroller General of the United States, and the Rules of the Auditor General of the State of Florida and any other applicable Federal, State of Local regulations. We will deliver our reports in accordance with your requirements.

#### Proposed segmentation of the engagement

Our approach to the audit engagement is a risk-based approach which integrates the best of traditional auditing techniques and a total systems concept to enable the team to conduct a more efficient and effective audit. The audit will be conducted in three phases, which are as follows:



#### **Phase I - Preliminary Planning**

A thorough understanding of your organization, service objectives and operating environment is essential for the development of an audit plan and for an efficient, cost-effective audit. During this phase, we will meet with appropriate personnel to obtain and document our understanding of your operations and service objectives and, at the same time, give you the opportunity to express your expectations with respect to the services that we will provide. Our work effort will be coordinated so that there will be minimal disruption to your staff.

#### During this phase we will perform the following activities:

- » Review the regulatory, statutory and compliance requirements. This will include a review of applicable federal and state statutes, resolutions, bond documents, contracts, and other agreements;
- » Read minutes of meetings;
- » Review major sources of information such as budgets, organization charts, procedures, manuals, financial systems, and management information systems;
- » Obtain an understanding of fraud detection and prevention systems;
- » Obtain and document an understanding of internal control, including knowledge about the design of relevant policies, procedures, and records, and whether they have been placed in operation;
- Assess risk and determine what controls we are to rely upon and what tests we are going to perform and perform test of controls;
- » Develop audit programs to incorporate the consideration of financial statement assertions, specific audit objectives, and appropriate audit procedures to achieve the specified objectives;
- » Discuss and resolve any accounting, auditing and reporting matters which have been identified.



#### Phase II - Execution of Audit Plan

The audit team will complete a major portion of transaction testing and audit requirements during this phase. The procedures performed during this period will enable us to identify any matter that may impact the completion of our work or require the attention of management. Tasks to be performed in Phase II include, but are not limited to the following:

- » Apply analytical procedures to further assist in the determination of the nature, timing, and extent of auditing procedures used to obtain evidential matter for specific account balances or classes of transactions:
- » Perform tests of account balances and transactions through sampling, vouching, confirmation and other analytical procedures; and
- » Perform tests of compliance.

#### **Phase III - Completion and Delivery**

In this phase of the audit, we will complete the tasks related to year-end balances and financial reporting. All reports will be reviewed with management before issuance, and the partners will be available to meet and discuss our report and address any questions. Tasks to be performed in Phase III include, but are not limited to the following:

- » Perform final analytical procedures;
- » Review information and make inquiries for subsequent events; and
- » Meeting with Management to discuss preparation of draft financial statements and any potential findings or recommendations.

You should expect more from your accounting firm than a signature in your annual financial report. Our concept of truly responsive professional service emphasizes taking an active interest in the issues of concern to our clients and serving as an effective resource in dealing with those issues. In following this approach, we not only audit financial information with hindsight but also consider the foresight you apply in managing operations.

Application of this approach in developing our management letter is particularly important given the increasing financial pressures and public scrutiny facing today's public officials. We will prepare the management letter at the completion of our final procedures.

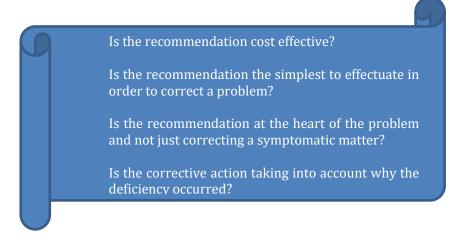
In preparing this management letter, we will initially review any draft comments or recommendations with management. In addition, we will take necessary steps to ensure that matters are communicated to those charged with governance.

In addition to communicating any recommendations, we will also communicate the following, if any:

- » Significant audit adjustments:
- » Significant deficiencies or material weaknesses;
- » Disagreements with management; and
- » Difficulties encountered in performing the audit.



Our findings will contain a statement of condition describing the situation and the area that needs strengthening, what should be corrected and why. Our suggestions will withstand the basic tests of corrective action:



To assure full agreement with facts and circumstances, we will fully discuss each item with Management prior to the final exit conference. This policy means there will be no "surprises" in the management letter and fosters a professional, cooperative atmosphere.

#### **Communications**

We emphasize a continuous, year-round dialogue between the District and our management team. We regularly communicate through personal telephone calls and electronic mail throughout the audit and on a regular basis.

Our clients have the ability to transmit information to us on our secure client portal with the ability to assign different staff with separate log on and viewing capability. This further facilitates efficiency as all assigned users receive electronic mail notification as soon as new information has been posted into the portal.



### **Cost of Services**



Our proposed all-inclusive fees for the financial audit for the fiscal years ended September 30, 2025-2029 are as follows:

Year Ended September 30,	Fee
2025	\$2,800
2026	\$2,900
2027	\$3,000
2028	\$3,100
2029	<u>\$3,200</u>
TOTAL (2025-2029)	<b>\$15,000</b>

The above fee is based on the assumption that the District maintains its current level of operations. Should conditions change or Bonds are issued the fee would be adjusted accordingly upon approval from all parties concerned.



## **Supplemental Information**



### **PARTIAL LIST OF CLIENTS**

SPECIAL DISTRICTS	Governmental Audit	Single Audit	Utility Audit	Current Client	Year End
Boca Raton Airport Authority	✓	<b>✓</b>		✓	9/30
Captain's Key Dependent District	✓			✓	9/30
Central Broward Water Control District	✓			✓	9/30
Collier Mosquito Control District	✓			✓	9/30
Coquina Water Control District	✓			✓	9/30
East Central Regional Wastewater Treatment Facility	✓		✓		9/30
Florida Green Finance Authority	✓				9/30
Greater Boca Raton Beach and Park District	✓			✓	9/30
Greater Naples Fire Control and Rescue District	✓	✓		✓	9/30
Green Corridor P.A.C.E. District	✓			✓	9/30
Hobe-St. Lucie Conservancy District	✓			✓	9/30
Indian River Farms Water Control District	✓			✓	9/30
Indian River Mosquito Control District	✓				9/30
Indian Trail Improvement District	✓			✓	9/30
Key Largo Wastewater Treatment District	✓	<b>✓</b>	✓	✓	9/30
Lake Asbury Municipal Service Benefit District	✓			✓	9/30
Lake Padgett Estates Independent District	✓			✓	9/30
Lake Worth Drainage District	✓			✓	9/30
Lealman Special Fire Control District	✓			✓	9/30
Loxahatchee Groves Water Control District	✓				9/30
Old Plantation Water Control District	✓			✓	9/30
Pal Mar Water Control District	✓			✓	9/30
Pinellas Park Water Management District	✓			✓	9/30
Pine Tree Water Control District (Broward)	✓			✓	9/30
Pinetree Water Control District (Wellington)	✓				9/30
Port of The Islands Community Improvement District	✓		<b>√</b>	✓	9/30
Ranger Drainage District	✓	✓		✓	9/30
Renaissance Improvement District	✓			✓	9/30
San Carlos Park Fire Protection and Rescue Service District	✓			✓	9/30
Sanibel Fire and Rescue District	✓				9/30
South Central Regional Wastewater Treatment and Disposal Board	✓				9/30
South Indian River Water Control District	✓	✓		✓	9/30
South Trail Fire Protection & Rescue District	✓			✓	9/30
Spring Lake Improvement District	✓			✓	9/30
St. Lucie West Services District	✓		<b>✓</b>	✓	9/30
Sunrise Lakes Phase IV Recreation District	✓			✓	9/30
Sunshine Water Control District	✓			✓	9/30
Sunny Hills Units 12-15 Dependent District	✓			✓	9/30
West Villages Improvement District	✓			✓	9/30
Various Community Development Districts (452)	✓			✓	9/30
TOTAL	491	5	4	484	



#### **ADDITIONAL SERVICES**

#### **CONSULTING / MANAGEMENT ADVISORY SERVICES**

Grau & Associates also provide a broad range of other management consulting services. Our expertise has been consistently utilized by Governmental and Non-Profit entities throughout Florida. Examples of engagements performed are as follows:

- Accounting systems
- Development of budgets
- · Organizational structures
- Financing alternatives
- IT Auditing

- Fixed asset records
- Cost reimbursement
- Indirect cost allocation
- Grant administration and compliance

#### **ARBITRAGE**

The federal government has imposed complex rules to restrict the use of tax-exempt financing. Their principal purpose is to eliminate any significant arbitrage incentives in a tax-exempt issue. We have determined the applicability of these requirements and performed the rebate calculations for more than 150 bond issues, including both fixed and variable rate bonds.

73 Current
Arbitrage
Calculations

We look forward to providing Horseshoe Creek Community Development District with our resources and experience to accomplish not only those minimum requirements set forth in your Request for Proposal, but to exceed those expectations!

For even more information on Grau & Associates please visit us on <a href="https://www.graucpa.com">www.graucpa.com</a>.



# SECTION B

# Horseshoe Creek Community Development District

#### **Proposer**

DiBartolomeo, McBee, Hartley & Barnes, P.A. Certified Public Accountants

> 2222 Colonial Road, Suite 200 Fort Pierce, Florida 34950 (772) 461-8833

591 SE Port St. Lucie Boulevard Port Saint Lucie, Florida 34984 (772) 878-1952

**Contact:** 

Jim Hartley, CPA Principal

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#### **DIBARTOLOMEO, McBEE, HARTLEY & BARNES, P.A.**

**CERTIFIED PUBLIC ACCOUNTANTS** 

Horseshoe Creek Community Development District Audit Selection Committee

Dear Committee Members:

We are pleased to have this opportunity to present the qualifications of DiBartolomeo, McBee, Hartley & Barnes, P.A. (DMHB) to serve as Horseshoe Creek Community Development District's independent auditors. The audit is a significant engagement demanding various professional resources, governmental knowledge and expertise, and, most importantly, experience serving Florida local governments. DMHB understands the services required and is committed to performing these services within the required time frame. We have the staff available to complete this engagement in a timely fashion. We audit several entities across the State making it feasible to schedule and provide services at the required locations.

**Proven Track Record**— Our clients know our people and the quality of our work. We have always been responsive, met deadlines, and been willing to go the extra mile with the objective of providing significant value to mitigate the cost of the audit. This proven track record of successfully working together to serve governmental clients will enhance the quality of services we provide.

Experience—DMHB has a history of providing quality professional services to an impressive list of public sector clients in Florida. We currently serve a large number of public sector entities in Florida, including cities, villages, special districts, as well as a large number of community development districts. Our firm has performed in excess of 100 community development district audits. In addition, our senior management team members have between 25 and 35 years experience in serving Florida governments. DMHB is a recognized leader in providing services to governmental and non-profit agencies within the State of Florida. Through our experience in performing audits, we have been able to increase our audit efficiency and therefore reduce cost. We have continually passed this cost saving on to our clients and will continue to do so in the future. As a result of our experience and expertise, we have developed an effective and efficient audit approach designed to meet or exceed the performance specifications in accordance with audit standards generally accepted in the United States of America, the standards applicable to financial audits contained in Government Auditing Standards, issued by the Comptroller General of the United States with minimal disruption to your operations. Our firm has frequent technical updates to keep our personnel informed and up to date on all changes that are occurring within the industry.

#### WWW.DMHBCPA.NET

**Timeliness** – In order to meet the Districts needs, we will perform interim internal control testing by January 31<sup>st</sup> from unaudited preliminary general ledgers provided. The remaining testing will be completed no later than May 1<sup>st</sup>. We will also review all minutes and subsequent needs related to the review of the minutes by January 31st. Follow up review will be completed as necessary.

**Communication and Knowledge Sharing**— Another driving force behind our service approach is frequent, candid and open communication with management with no surprises. During the course of the audit, we will communicate with management on a regular basis to provide you with a status report on the audit and to discuss any issues that arise, potential management letter comments, or potential audit differences.

In the accompanying proposal, you will find additional information upon which you can evaluate DMHB's qualifications. Our full team is in place and waiting to serve you. Please contact us at 2222 Colonial Road, Suite 200 Fort Pierce, FL 34950. Our phone number is (772) 461-8833. We look forward to further discussion on how our team can work together with you.

Very truly yours,

DiBartolomeo, McBee, Hartley & Barnes, P.A.

SiBartolomeo, U.Bee, Hartley: Barres

#### PROFESSIONAL QUALIFICATIONS

DiBartolomeo, McBee, Hartley & Barnes, P.A. is a local public accounting firm with offices in the cities of Fort Pierce and Port St. Lucie. The firm was formed in 1982.

#### > Professional Staff Resources

Our services will be delivered through personnel in both our Port St. Lucie and Ft. Pierce offices, located at 591 S.E. Port St. Lucie Blvd., Port St. Lucie, FL 34984 and 2222 Colonial Road, Suite 200, Fort Pierce, Florida 34950, respectively. DMHB has a total of 19 professional staff including 9 with extensive experience serving governmental entities.

Professional Staff Classification	Number of <b>Professionals</b>
Partner	4
Managers	2
Senior	2
Staff	11
	19

DiBartolomeo, McBee, Hartley & Barnes provides a variety of accounting, auditing, tax litigation support, estate planning, and consulting services. Some of the governmental, non-profit accounting, auditing and advisory services currently provided to clients include:

- ➤ Annual financial and compliance audits including Single Audits of State and Federal financial assistance programs under the OMB A-133 audit criteria
- ➤ Issuance of Comfort Letters, consent letters, and parity certificates in conjunction with the issuance of tax-exempt debt obligations, including compiling financial data and interim period financial statement reviews
- Assisting in compiling historical financial data for first-time and subsequent submissions for the GFOA Certificate of Achievement for Excellence in Financial Reporting

#### PROFESSIONAL QUALIFICATIONS (CONTINUED)

#### Professional Staff Resources (Continued)

- Audits of franchise fees received from outside franchisees
- > Preparation of annual reports to the State Department of Banking and Finance
- ➤ Audits of Internal Controls Governmental Special Project
- Assistance with Implementation of current GASB pronouncements

#### Current and Near Future Workload

In order to better serve and provide timely and informative financial data, we have comprised an experienced audit team. Our present and future workloads will permit the proposed audit team to perform these audits within the time schedule required and meet all deadlines.

#### > Identification of Audit Team

The team is composed of people who are experienced, professional, and creative. They fully understand your business and will provide you with reliable opinions. In addition, they will make a point to maintain ongoing dialogue with each other and management about the status of our services.

The auditing firm you select is only as good as the people who serve you. We are extremely proud of the outstanding team we have assembled for your engagement. Our team brings many years of relevant experience coupled with the technical skill, knowledge, authority, dedication, and most of all, the commitment you need to meet your government reporting obligations and the challenges that will result from the changing accounting standards.

A flow chart of the audit team and brief resumes detailing individual team members' experience in each of the relevant areas follow.

Jim Hartley, CPA – Engagement Partner (resume attached) Will assist in the field as main contact

Jay McBee, CPA – Technical Reviewer (resume attached)

Christine Kenny, CPA – Senior (resume attached)

#### **Jim Hartley**

## Partner – DiBartolomeo, McBee, Hartley & Barnes

#### **Experience and Training**

Jim has over 35 years of public accounting experience and would serve as the engagement partner. His experience and training include:

- 35 years of non-profit and governmental experience.
- Specializing in serving entities ranging from Government to Associations and Special District audits.
- Has performed audits and advisory services for a variety of public sector entities.
- Has extensive experience performing audits of federal grant recipients in accordance with the Single Audit Act and the related Office of Management and Budget (OMB) guidelines.
- Experienced in maintaining the GFOA Certificate of Achievement.
- 120 hours of CPE credits over the past 3 years.

#### **Recent Engagements**

Has provided audit services on governmental entities including towns, villages, cities, counties, special districts and community development districts. Jim has assisted with financial statement preparation, system implementation, and a variety of services to a wide range of non-profit and governmental entities. Jim currently provides internal audit and consulting services to governmental entities and non-profit agencies to assist in implementing and maintaining "best practice" accounting policies and procedures. Jim provides auditing services to the Fort Pierce Utilities Authority, St. Lucie County Fire District, City of Port St. Lucie, Tradition CDD #1 – 10, Southern Groves CDD #1-6, Multiple CDD audits, Town of St. Lucie Village, Town of Sewall's Point, Town of Jupiter Island along with several other entities, including Condo and Homeowner Associations.

#### **Education and Registrations**

- Bachelor of Science in Accounting Sterling College.
- Certified Public Accountant

#### **Professional Affiliations**

- Member of the American Institute of Certified Public Accountants
- Member of the Florida Institute of Certified Public Accountants
- Member of the Florida Government Finance Officers Association

#### **Volunteer Service**

- Treasurer & Executive Board St. Lucie County Chamber of Commerce
- Budget Advisory Board St. Lucie County School District
- Past Treasurer Exchange Club for Prevention of Child Abuse & Exchange Foundation Board
- Board of Directors State Division of Juvenile Justice

#### Jay L. McBee

#### Partner – DiBartolomeo, McBee, Hartley & Barnes

#### **Experience and Training**

Jay has over 45 years of public accounting experience and would serve as the technical reviewer on the audit. His experience and training include:

- 45 years of government experience.
- Specializing in serving local government entities.
- Has performed audits and advisory services for a variety of public sector entities including counties, cities, special districts, and school districts.
- Has experience performing audits of federal grant recipients in accordance with the Single Audit Act and the related Office of Management and Budget (OMB) guidelines, including Circular A-133 and the Rules of the Auditor General.
- Has extensive experience in performing pension audits.
- Experienced in developing and maintaining the GFOA Certificate of Achievement.
- 120 Hours of relevant government CPE credits over the past 3 years.
- Experience in municipal bond and other governmental-financing options and offerings.

#### **Recent Engagements**

Has provided auditing services on local governmental entities including towns, villages, cities, counties, special district and community development districts. Jay has assisted with financial preparation, system implementation, and a variety of government services to a wide range of governmental entities. Jay currently provides auditing services to the City of Port St. Lucie, City of Okeechobee Pension Trust Funds, St. Lucie County Fire District Pension funds, along with several other non-profit and governmental entities.

#### **Education and Registrations**

- Bachelor of Science in Accounting and Quantitative Business Management West Virginia University.
- Certified Public Accountant

#### **Professional Affiliations**

- Member of the American Institute of Certified Public Accountants
- Member of the Florida Institute of Certified Public Accountants
- Member of the Florida Government Finance Officers Association

#### **Volunteer Service**

- Member of the St. Lucie County Citizens Budget Committee
- Finance committee for the First United Methodist Church
- Treasurer of Boys & Girls Club of St. Lucie County

### Christine M. Kenny, CPA

#### Senior Staff - DiBartolomeo, McBee, Hartley & Barnes

#### **Experience and training**

Christine has over 18 years of public accounting experience and would serve as a senior staff for the Constitutional Officers. Her experience and training include:

- 18 years of manager and audit experience.
- Has performed audits and advisory services for a variety of public sector entities including counties, cities, towns and special districts.
- Has experience performing audits of federal grant recipients in accordance with the Single Audit Act and the related Office of Management and Budget (OMB) guidelines, including Circular A-133 and the Rules of the Auditor General.
- 100 hours of relevant government CPE credits over the past 3 years.

#### **Recent Engagements**

Has provided audit services on governmental entities including towns, villages, cities and special districts. Christine has assisted with financial statement preparation, system implementation, and a variety of services to a wide range of non-profit and governmental entities. Christine currently provides services to multiple agencies to assist in implementing and maintaining "best practice" accounting policies and procedures.

Engagements include St. Lucie County Fire District, City of Fort Pierce, Town of Sewall's Point, and Town of St. Lucie Village.

#### **Education and Registrations**

- Bachelor of Science in Accounting Florida State University
- Professional Affiliations
- Active Member of the Florida Institute of Certified Public Accountants
- Active Member of the American Institute of Certified Public Accountants
- Member of the Florida Government Finance Officers Association

#### PROFESSIONAL QUALIFICATIONS (CONTINUED)

#### ➤ Governmental Audit Experience

DiBartolomeo, McBee, Hartley & Barnes, P.A., through its principals and members, has provided continuous in-depth professional accounting, auditing, and consulting services to local government units, nonprofit organizations, and commercial clients. Our professionals have developed considerable expertise in performing governmental audits and single audits and in preparing governmental financial statements in conformance with continually evolving GASB pronouncements, statements, and interpretations. All of the public sector entities we serve annually are required to be in accordance with GASB pronouncements and government auditing standards. We currently perform several Federal and State single audits in compliance with OMB Circular A-133 and under the Florida Single Audit Act. Our professionals are also experienced in assisting their clients with preparing Comprehensive Annual Financial Reports (GFOA).

All work performed by our firm is closely supervised by experienced certified public accountants. Only our most seasoned CPA's perform consulting services. Some of the professional accounting, auditing, and management consulting services currently provided to our local governmental clients include:

- ➤ Annual financial and compliance audits including Single Audits of State and Federal financial assistance programs under OMB A-133 audit criteria and the Florida Single Audit Act
- Assisting in compiling historical financial data for first-time and supplemental submissions for GFOA Certificate of Achievement of Excellence in Financial Reporting
- > Audits of franchise fees received from outside franchisees
- > Assistance with Implementation of GASB-34
- > Internal audit functions
- Fixed assets review and updating cost/depreciation allocations and methods

#### ADDITIONAL DATA

#### ➤ Procedures for Ensuring Quality Control & Confidentiality

Quality control in any CPA firm can never be taken for granted. It requires a continuing commitment to professional excellence. DiBartolomeo, McBee, Hartley & Barnes is formally dedicated to that commitment.

In an effort to continue to maintain the standards of working excellence required by our firm, DiBartolomeo, McBee, Hartley & Barnes, P.A. joined the Quality Review Program of the American Institute of Certified Public Accountants. To be a participating member firm, a firm must obtain an independent compliance review of its quality control policies and procedures to ascertain the firm's compliance with existing auditing standards on the applicable engagements. The scope of peer review is comprehensive in that it specifically reviews the following quality control policies and procedures of the participating firm:

- Professional, economic, and administrative independence
- Assignment of professional personnel to engagements
- Consultation on technical matters
- Supervision of engagement personnel
- ➤ Hiring and employment of personnel
- Professional development
- > Advancement
- Acceptance and continuance of clients
- > Inspection and review system

#### > Independence

Independence is a hallmark of our profession. We encourage our staff to use professional judgment in situations where our independence could be impaired or the perception of a conflict of interest might exist. In the governmental sector, public perception is as important as professional standards. Therefore, independent auditors must exercise utmost care in the performance of their duties.

Our firm has provided continuous certified public accounting services in the government sector for 31 years, and we are independent of the Community Development Districts as defined by the following rules, regulations, and standards:

#### ADDITIONAL DATA (CONTINUED)

#### ➤ Independence (Continued)

- Au Section 220 Statements on Auditing Standards issued by the American Institute of Certified Public Accountants
- ➤ ET Sections 101 and 102 Code of Professional Conduct of the American Institute of Certified Public Accountants
- Chapter 21A-21, Florida Administrative Code
- Section 473.315, Florida Statutes
- Government Auditing Standards, issued by the Comptroller General of the United States

#### > Computer Auditing Capabilities

DiBartolomeo, McBee, Hartley & Barnes' strong computer capabilities as demonstrated by our progressive approach to computer auditing and extensive use of microcomputers. Jay McBee is the MIS partner for DMHB. Jay has extensive experience in auditing and evaluating various computer systems and would provide these services in this engagement.

We view the computer operation as an integral part of its accounting systems. We would evaluate the computer control environment to:

- > Understand the computer control environment's effect on internal controls
- Conclude on whether aspects of the environment require special audit attention
- Make preliminary determination of comments for inclusion in our management letter

This evaluation includes:

- > System hardware and software
- Organization and administration
- Access

## **Contracts of Similar Nature within References**

Client	Years	Annual Audit In Accordance With GAAS	Engagement Partner	Incl. Utility Audit/ Consulting	GFOA Cert.	GASB 34 Implementation & Assistance	Total Hours
St. Lucie County Fire District Karen Russell, Clerk-Treasurer (772)462-2300	1984 - Current	٧	Jim Hartley			٧	250-300
City of Fort Pierce Johnna Morris, Finance Director (772)-460-2200	2005- current	√	Mark Barnes		1	1	800
Fort Pierce Utilities Authority Nina Hurtubise, Finance Director (772)-466-1600	2005- current	1	Jim Hartley	7	1	4	600
Town of St. Lucie Village Diane Robertson, Town Clerk (772) 595-0663	1999 – current	1	Jim Hartley			1	100
City of Okeechobee Pension Trust Funds Marita Rice, Supervisor of Finance (863)763-9460	1998 – current	√	Jay McBee				60
St. Lucie County Fire District 175 Pension Trust Fund Chris Bushman , Captain (772) 462-2300	1990 – current	٧	Jay McBee				60
Tradition Community Development District 1-10 Alan Mishlove,District Finance Manager (407)382-3256	2002 - current	1	Jim Hartley			1	350
Legends Bay Community Development District Patricia Comings-Thibault (321)263-0132	2013- current	1	Jim Hartley				50
Union Park Community Development District Patricia Comings-Thibault (321)263-0132	2013- current	٧	Jim Hartley				50
Deer Island Community Development District Patricia Comings-Thibault (321)263-0132	2013- current	٧	Jim Hartley				50
Park Creek Community Development District Patricia Comings-Thibault (321)263-0132	2013- current	1	Jim Hartley				50
Waterleaf Community Development District Patricia Comings-Thibault (321)263-0132	2013- current	1	Jim Hartley				50

#### TECHNICAL APPROACH

- a. An Express Agreement to Meet or Exceed the Performance Specifications.
  - 1. The audit will be conducted in compliance with the following requirements:
    - **a.** Rules of the Auditor General for form and content of governmental audits
    - **b.** Regulations of the State Department of Banking and Finance
    - **c.** Audits of State and Local Governmental Units-American Institute of Certified Public Accountants.
  - 2. The audit report shall contain the opinion of the auditor in reference to all financial statements, and an opinion reflecting compliance with applicable legal provisions.
  - 3. We will also provide the required copies of the audit report, the management letter, any related reports on internal control weaknesses and one copy of the adjusting journal entries and financial work papers.
  - 4. The auditor shall, at no additional charge, make all related work papers available to any Federal or State agency upon request in accordance with Federal and State Laws and Regulations.
  - 5. We will work in cooperation with the District, its underwriters and bond council in regard to any bond issues that may occur during the term of the contract.
  - 6. The financial statements shall be prepared in conformity with Governmental Accounting Standards Board Statement Number 34, 63 and 65.

We will commit to issuing the audit for each Fiscal year by June 1<sup>st</sup> of the following year. In order to ensure this we will perform interim internal control testing as required by January 31<sup>st</sup> from unaudited preliminary general ledgers provided. The remaining testing will be completed no later than May 1<sup>st</sup>. We will also review all minutes and subsequent needs related to the review of the minutes by January 30<sup>th</sup>. Follow up review will be completed as necessary.

## b. A Tentative Schedule for Performing the Key phases of the Audit

Audit Phase and Tasks							
Truck I muse und Tusis	Oct.	Nov.	Dec.	Jan.	Feb.	Mar.	Apr.
I. Planning Phase:							
Meetings and discussions with Horseshoe							
Creek Community Development District							
personnel regarding operating, accounting		-					
and reporting matters  Discuss management expectations,							
Discuss management expectations, strategies and objectives							
Review operations							
Develop engagement plan						1	
Study and evaluate internal controls							
Conduct preliminary analytical review							
II. Detailed Audit Phase:							
Conduct final risk assessment							
Finalize audit approach plan							
Perform substantive tests of account balances							
Perform single audit procedures (if applicable)							
Perform statutory compliance testing				<u> </u>			
III. Closing Phase:							
Review subsequent events, contingencies and commitments							
Complete audit work and obtain							
management representations							
Review proposed audit adjustments with							
IV. Reporting Phase:							
Review or assist in preparation of		1					
financial statement for Horseshoe Creek							
Community Development District							
Prepare management letter and other							
special reports					Ť		
Exit conference with Horseshoe Creek							L
Community Development District							
officials and management							<u> </u>
Delivery of final reports							

#### b. SPECIFIC AUDIT APPROACH

Our partners are not strangers who show up for an entrance conference and an exit conference. We have developed an audit plan that allows the partners to directly supervise our staff in the field. By assigning two partners to the audit, we will have a partner on-site for a significant portion of the fieldwork. This also gives the District an additional contact individual for questions or problems that may arise during the audit.

The scope of our services will include a financial, as well as, a compliance audit of the District's financial statements. Our audit will be conducted in accordance with auditing standards generally accepted in the United States and the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States. Additionally, our audit will be conducted in accordance with the provisions of Chapter 10.550, Rules of the Auditor General, which govern the conduct of local government entity audits performed in the State of Florida.

Our audit approach places emphasis on the accounting information system and how the data is recorded, rather than solely on the verification of numbers on a financial statement. This approach enables us to:

- Maximize our understanding of the District's operating environment
- ➤ Minimize time required conducting the audit since we start with broad considerations and narrow to specific audit objectives in critical areas

Our audit approach consists of four phases encompassing our audit process:

- ➤ Planning Phase
- ➤ Detailed Audit Phase
- **➤**Closing Phase
- **≻**Reporting

#### Planning Phase

#### **Meetings and Expectations:**

Our first step in this phase will be to set up a planning meeting with the financial and operating management of Horseshoe Creek Community Development District. Our goal here is to eliminate "surprises." By meeting with responsible officials early on we can discuss significant accounting policies, closing procedures and timetables, planned timing of our audit procedures and expectations of our work. This will also be the starting point for our discussions with management related to SAS No. 99-Consideration of Fraud in a Financial Statement Audit. Inquiries will be made regarding managements knowledge of fraud and on management's views regarding the risk of fraud.

#### **Review Operations and Develop Engagement Plan**

It is critical that we understand the District's operating environment. To do this we will obtain and review such items as, organizational charts, recent financial statements, budget information, major contracts and lease agreements. We will also gather other information necessary to increase our understanding of the District's operations, organization, and internal control.

#### **Study and Evaluate Internal Control**

As part of general planning, we will obtain an understanding and assessment of the District's control environment. This assessment involves a review of management's operating style, written internal control procedures, and the District's accounting system. The assessment is necessary to determine if we can rely on control procedures and thus reduce the extent of substantive testing.

We then test compliance with established control procedures by ascertaining that the significant strengths within the system are functioning as described to us. Generally, transactions are selected and reviewed in sufficient detail to permit us to formulate conclusions regarding compliance with control procedures and the extent of operation compliance with pertinent laws and regulations. This involves gaining an understanding of the District's procedures, laws and regulations, and testing systems for compliance by examining contracts, invoices, bid procedures, and other documents. After testing controls, we then evaluate the results of those tests and decide whether we can rely on controls and thus reduce other audit procedures.

#### **Conduct Preliminary Analytical Review**

Also during the planning stage, we undertake analytical procedures that aid us in focusing our energies in the right direction. We call these analytical reviews.

A properly designed analytical review can be a very effective audit procedure in audits of governmental units. Analytical reviews consist of more than just a comparison of current-year actual results to prior-year actual results. Very effective analytical review techniques include trend analysis covering a number of years and comparisons of information not maintained totally within the financial accounting system, such as per capita information, prevailing market interest rates, housing statistics, etc.

Some examples of effective analytical reviews performed together and/or individually include:

- ➤ Comparison of current-year actual results with current-year budget for the current and past years with investigation of significant differences and/or trends
- > Trend analysis of the percentage of current-year revenues to current-year rates for the current and previous years with investigation of significant changes in the collection percentage
- > Trend analysis of the percentage of expenditures by function for the current and previous years with investigation of significant changes in percentages by department
- Monthly analysis of receipts compared to prior years to detect trends that may have audit implications

Conclusions reached enable us to determine the nature, timing and extent of other substantive procedures.

#### **Detailed Audit Phase**

#### **Conduct Final Risk Assessment and Prepare Audit Programs**

Risk assessment requires evaluating the likelihood of errors occurring that could have a material affect on the financial statements being audited. The conclusions we reach are based on many evaluations of internal control, systems, accounts, and transactions that occur throughout the audit. After evaluating the results of our tests of control and our final risk assessment we can develop detailed audit programs.

#### **Perform Substantive Tests of Account Balances**

These tests are designed to provide reasonable assurance as to the validity of the information produced by the accounting system. Substantive tests involve such things as examining invoices supporting payments, confirmation of balances with independent parties, analytical review procedures, and physical inspection of assets. All significant accounts will be subjected to substantive procedures. Substantive tests provide direct evidence of the completeness, accuracy, and validity of data.

#### Perform Single Audit Procedures (if applicable)

During the planning phase of the audit we will request and review schedules of expenditures of federal awards and state financial assistance. These schedules will be the basis for our determination of the specific programs we will test.

In documenting our understanding of the internal control system for the financial statement audit, we will identify control activities that impact major federal and state programs as well. This will allow us to test certain controls for the financial audit and the single audit concurrently. We will then perform additional tests of controls for each federal and state program selected for testing. We will then evaluate the results of the test of controls to determine the nature, timing and extent of substantive testing necessary to determine compliance with major program requirements.

#### **Perform Statutory Compliance Testing**

We have developed audit programs for Horseshoe Creek Community Development District designed to test Florida Statutes as required by the Auditor General. These programs include test procedures such as general inquiries, confirmation from third parties, and examination of specific documents.

#### Closing Phase

During the closing phase we perform detail work paper reviews, request legal letters, review subsequent events and proposed audit adjustments. Communication with the client is critical in this phase to ensure that the information necessary to prepare financial statements in conformity with accounting principles generally accepted in the United States has been obtained.

#### **Reporting Phase**

#### **Financial Statement Preparation**

As a local firm, we spend a considerable amount of time on financial statement preparation and support. With this in mind, we can assist in certain portions of the preparation of financial statements or simply review a draft of financials prepared by your staff. We let you determine our level of involvement.

#### **Management Letters**

#### We want to help you solve problems before they become major.

Our management letters go beyond citing possible deficiencies in the District's internal control structures. They identify opportunities for increasing revenues, decreasing costs, improving management information, protecting assets and improving operational efficiency.

The diversity of experience of our personnel and their independent and objective viewpoints make the comments, observations, and conclusions presented in our management letters a valuable source of information. We have provided positive solution-oriented objective recommendations to our governmental clients regarding investments, accounting accuracy, data processing, revenue bonds, payroll, utility billing, purchasing, budgeting, risk management, and internal auditing.

This review ensures the integrity of the factual data in the management letter but does not influence or impair our independence.

#### **Exit Conferences and Delivery of Reports**

We anticipate meeting with appropriate District personnel in February and issuing the final required reports by the May meeting of each year.

#### PROPOSED AUDIT FEE

DiBartolomeo, McBee, Hartley & Barnes P.A. will perform the annual audit of Horseshoe Creek Community Development District as follows:

September 2025	\$ 3,850
September 2026	\$ 3,950
September 2027	\$ 4,150
September 2028	\$ 4,300
September 2029	\$ 4,500

In years of new debt issuance fees may be adjusted as mutually agreed upon.

# BOARD OF SUPERVISORS MEETING

# **MINUTES**

#### MINUTES OF MEETING HORSESHOE CREEK COMMUNITY DEVELOPMENT DISTRICT

The regular meeting of the Board of Supervisors of the Horseshoe Creek Community Development District was held Wednesday, **May 21, 2025,** at 1:00 p.m. at the Lake Alfred Library, 245 N. Seminole Avenue, Lake Alfred, Florida.

#### Present and constituting a quorum:

Tony IorioChairmanDoug BeasleyVice ChairmanRocky OwenAssistant SecretaryTom FranklinAssistant Secretary

Also present were:

George Flint District Manager, GMS
Michelle Rigoni by phone District Counsel, Kutak Rock
Tony Reddeck by phone GAI Engineering

#### FIRST ORDER OF BUSINESS

#### Roll Call

Mr. Iorio called the meeting to order at 1:00 p.m. and called the roll. Four Board members were present constituting a quorum.

#### SECOND ORDER OF BUSINESS

#### **Public Comment Period**

Mr. Flint noted there were no members of the public present.

#### THIRD ORDER OF BUSINESS

Approval of Minutes of the September 18, 2024 Board of Supervisors Meeting

Mr. Flint presented the minutes from the September 18, 2024 Board of Supervisors meeting and asked for any comments, questions, or corrections. Hearing none, he asked for a motion of approval.

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On MOTION by Mr. Franklin, seconded by Mr. Owen, with all in favor, the Minutes of the September 18, 2024 Board of Supervisors Meeting, were approved.

#### FOURTH ORDER OF BUSINESS

Consideration of Resolution 2025-01 Approving the Proposed Fiscal Year 2026 Budget and Setting a Public Hearing to Adopt

Mr. Flint presented the resolution to the Board and stated that they are recommending the regularly scheduled August 20, 2025 meeting at 1:00 p.m. as the date for the advertised public hearing to adopt the budget. Mr. Flint then summarized the budget for the Board that was provided in the agenda package for review. He noted that the proposed budget is developer funded and there are currently no O&M expenses included as of yet and offered to answer any Board questions. There being no questions, there was a motion of approval.

On MOTION by Mr. Franklin, seconded by Mr. Owen, with all in favor, Resolution 2025-02 Approving he Proposed Fiscal Year 2026 Budget and Setting a Public Hearing to Adopt on August 20, 2025, was approved.

#### FIFTH ORDER OF BUSINESS

# Ratification of Data Sharing Agreement with Polk County Property Appraiser

Mr. Flint noted that this item is associated with the utilization of the tax bill as the collection method for assessments. This is an annual requirement, and staff does not anticipate using this at the time, but it is a good idea to have it in place for when that time comes. This item as already been approved and they are just wanting a ratification of that previous action.

On MOTION by Mr. Franklin, seconded by Mr. Owen, with all in favor, the Data Sharing Agreement with Polk County Property Appraiser, was ratified.

#### SIXTH ORDER OF BUSINESS

#### **Appointment of Audit Committee**

Mr. Flint stated that the District needs to select an independent auditor and to do so they'll have to go through an RFP process and that process starts with the appointment of an Audit Committee. He suggested that the Board appoint themselves as the Audit Committee and a member

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of the Board of the Chair of that Audit Committee. The Board agreed and appointed Mr. Iorio as the Chair.

On MOTION by Mr. Iorio, seconded by Mr. Franklin, with all in favor, the Appointment of the Board of Supervisors as the Audit Committee, was approved.

#### SEVENTH ORDER OF BUSINESS

#### **Staff Reports**

#### A. Attorney

Ms. Rigoni gave an update of the validation to the Board and stated that the next step would be to coordinate a hearing date. She also added a session has recently ended they will collect any sustentive changes to report to the Board that may impact District business. There being no further questions for counsel, the next item followed.

#### B. Engineer

#### i. Consideration of 2025 Updated Rates

Mr. Reddeck offered to answer any Board questions. There being none, there was a motion of approval.

On MOTION by Mr. Iorio, seconded by Mr. Owen, with all in favor, the 2025 Updated Engineering Rates, was approved.

#### C. District Manager's Report

#### i. Balance Sheet and Income Statement

Mr. Flint presented the unaudited financials through the end of March and offered to answer any Board questions.

#### ii. Presentation of Registered Voters – 0

Mr. Flint reported that the number of registered voters in the District is 0.

#### EIGHTH ORDER OF BUSINESS Other Business

Mr. Iorio gave an update on construction and noted that work is proceeding on Phases 2A, 2B and 2C with an anticipation of completion in approximately 15 months.

NINTH	ORDER	OF B	USINESS
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#### **Supervisors Requests**

There being no comments, the next item followed.

TENTH	ORDER	OF B	USINESS
	UILLIN	$\mathbf{v}_{\mathbf{i}}$	

Adjournment

On MOTION by Mr. Iorio, seconded by Mr. Beasley, with all in favor, the meeting was adjourned.

Secretary/Assistant Secretary Chairman/Vice Chairman

#### MINUTES OF MEETING HORSESHOE CREEK COMMUNITY DEVELOPMENT DISTRICT

The audit committee meeting of the Horseshoe Creek Community Development District was held Wednesday, **May 21, 2025**, at 1:15 p.m. at the Lake Alfred Library, 245 N. Seminole Avenue, Lake Alfred, Florida.

Present for the Audit Committee were:

Tony Iorio Doug Beasley Rocky Owen Tom Franklin

Also present were:

George Flint Michelle Rigoni *by phone*  District Manager, GMS District Counsel, Kutak Rock

#### FIRST ORDER OF BUSINESS

**Roll Call** 

Mr. Flint called the Audit Committee Meeting to order and called roll.

#### **SECOND ORDER OF BUSINESS**

**Public Comment Period** 

Mr. Flint noted there were no members of the public present.

#### THIRD ORDER OF BUSNESS

**Audit Services** 

#### A. Approval of Requests for Proposals and Selection Criteria

Mr. Flint noted that there were minor modifications made by District Counsel and he is asking for this to be approved in substantial form. They are asking for any qualified independent auditor to provide pricing for five years with annual engagements. The selection criteria are included are standard with RFP criteria the Board has seen in the past. Mr. Flint offered to answer any Board questions.

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On MOTION by Mr. Beasley, seconded by Mr. Owen, with all in favor, the Request for Proposals and Selection Criteria, were approved in substantial form.

#### B. Approval of Notice of Request for Proposals for Audit Services

Mr. Flint stated that this will be advertised in the Orlando Sentinal and that it will be sent out to the firms that provide a majority of these services. He offered to answer any questions. There being none, there was a motion of approval.

On MOTION by Mr. Beasley, seconded by Mr. Owen, with all in favor, the Notice of Request for Proposals for Audit Services, was approved.

C. Public Announcement of Opportunity to Provide Audit Services

Mr. Flint noted the announcement is accordance with the documents approved above.

#### FOURTH ORDER OF BUSINESS

#### Adjournment

On MOTION by Mr. Iorio, seconded by Mr. Beasley, with all in favor, the Meeting was adjourned.

Secretary/Assistant Secretary	Chairman/Vice Chairman

# **SECTION IV**

# SECTION A

#### **RESOLUTION 2025-02**

#### [FY 2026 APPROPRIATION RESOLUTION]

THE ANNUAL APPROPRIATION RESOLUTION OF THE HORSESHOE CREEK COMMUNITY DEVELOPMENT DISTRICT ("DISTRICT") RELATING TO THE ANNUAL APPROPRIATIONS AND ADOPTING THE BUDGET(S) FOR THE FISCAL YEAR BEGINNING OCTOBER 1, 2025, AND ENDING SEPTEMBER 30, 2026; AUTHORIZING BUDGET AMENDMENTS; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, for the fiscal year beginning October 1, 2025, and ending September 30, 2026 ("FY 2026"), the District Manager prepared and submitted to the Board of Supervisors ("Board") of the Horseshoe Creek Community Development District ("District") prior to June 15, 2025, proposed budget(s) ("Proposed Budget") along with an explanatory and complete financial plan for each fund of the District, pursuant to the provisions of Section 190.008(2)(a), Florida Statutes; and

WHEREAS, at least sixty (60) days prior to the adoption of the Proposed Budget, the District filed a copy of the Proposed Budget with the local general-purpose government(s) having jurisdiction over the area included in the District pursuant to the provisions of Section 190.008(2)(b), Florida Statutes; and

**WHEREAS**, the Board set a public hearing on the Proposed Budget and caused notice of such public hearing to be given by publication pursuant to Section 190.008(2)(a), *Florida Statutes*; and

**WHEREAS**, the District Manager posted the Proposed Budget on the District's website in accordance with Section 189.016, *Florida Statutes*; and

WHEREAS, Section 190.008(2)(a), Florida Statutes, requires that, prior to October 1<sup>st</sup> of each year, the Board, by passage of the Annual Appropriation Resolution, shall adopt a budget for the ensuing fiscal year and appropriate such sums of money as the Board deems necessary to defray all expenditures of the District during the ensuing fiscal year.

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

#### SECTION 1. BUDGET

- a. The Proposed Budget, attached hereto as **Exhibit A**, as amended by the Board, is hereby adopted in accordance with the provisions of Section 190.008(2)(a), *Florida Statutes* ("Adopted Budget"), and incorporated herein by reference; provided, however, that the comparative figures contained in the Adopted Budget may be subsequently revised as deemed necessary by the District Manager to reflect actual revenues and expenditures.
- b. The Adopted Budget, as amended, shall be maintained in the office of the District Manager and at the District's Local Records Office and identified as "The Budget for the Horseshoe Creek Community Development District for the Fiscal Year Ending September 30, 2026."

c. The Adopted Budget shall be posted by the District Manager on the District's official website in accordance with Chapter 189, *Florida Statutes* and shall remain on the website for at least two (2) years.

#### SECTION 2. APPROPRIATIONS

There is hereby appropriated out of the revenues of the District, for FY 2026, the sum(s) set forth in **Exhibit A** to be raised by the levy of assessments and/or otherwise, which sum is deemed by the Board to be necessary to defray all expenditures of the District during said budget year, to be divided and appropriated as set forth in **Exhibit A**.

#### **SECTION 3. BUDGET AMENDMENTS**

Pursuant to Section 189.016, *Florida Statutes*, the District at any time within FY 2026 or within 60 days following the end of the FY 2026 may amend its Adopted Budget for that fiscal year as follows:

- a. A line-item appropriation for expenditures within a fund may be decreased or increased by motion of the Board recorded in the minutes, and approving the expenditure, if the total appropriations of the fund do not increase.
- b. The District Manager or Treasurer may approve an expenditure that would increase or decrease a line-item appropriation for expenditures within a fund if the total appropriations of the fund do not increase and if either (i) the aggregate change in the original appropriation item does not exceed the greater of \$15,000 or 15% of the original appropriation, or (ii) such expenditure is authorized by separate disbursement or spending resolution.
- c. Any other budget amendments shall be adopted by resolution and consistent with Florida law. The District Manager or Treasurer must ensure that any amendments to the budget under this paragraph c. are posted on the District's website in accordance with Chapter 189, Florida Statutes, and remain on the website for at least two (2) years.

**SECTION 4. EFFECTIVE DATE.** This Resolution shall take effect immediately upon adoption.

PASSED AND ADOPTED THIS 20TH DAY OF AUGUST 2025.

FY 2026 Budget

Exhibit A:

ATTEST:	HORSESHOE CREEK COMMUNITY DEVELOPMENT DISTRICT
Secretary / Assistant Secretary	Chair/Vice Chair, Board of Supervisors

Community Development District

Proposed Budget FY2026



## **Table of Contents**

1	General Fund
2 - 3	General Fund Narrative

#### Community Development District General Fund

Description	Adopted Budget FY2025	Actuals Thru 6/30/25	Projected Next 3 Months	Projected Thru 9/30/25	Proposed Budget FY2026
Revenues					
Developer Contributions	\$ 124,678	\$ 25,501	\$ 26,648	\$ 52,149	\$ 136,323
Total Revenues	\$ 124,678	\$ 25,501	\$ 26,648	\$ 52,149	\$ 136,323
Expenditures					
General & Administrative					
Supervisor Fees	\$ 12,000	\$ 1,200	\$ 3,000	\$ 4,200	\$ 12,000
Fica Expense	\$ 918	\$ 92	\$ 230	\$ 321	\$ 918
Engineering	\$ 15,000	\$ 705	\$ 1,456	\$ 2,161	\$ 15,000
Attorney	\$ 25,000	\$ 4,517	\$ 3,226	\$ 7,743	\$ 25,000
Annual Audit	\$ -	\$ -	\$ -	\$ -	\$ 5,000
Management Fees	\$ 40,000	\$ 15,000	\$ 5,000	\$ 20,000	\$ 40,000
Information Technology	\$ 1,800	\$ 1,350	\$ 450	\$ 1,800	\$ 1,800
Website Maintenance	\$ 1,200	\$ 2,650	\$ 300	\$ 2,950	\$ 1,200
Telephone	\$ 300	\$ -	\$ 50	\$ 50	\$ 100
Postage & Delivery	\$ 1,000	\$ 105	\$ 35	\$ 140	\$ 1,000
Insurance	\$ 5,000	\$ 5,000	\$ -	\$ 5,000	\$ 6,975
Copies	\$ 1,000	\$ 15	\$ 25	\$ 40	\$ 1,000
Legal Advertising	\$ 15,000	\$ 285	\$ 6,596	\$ 6,881	\$ 12,750
Contingency	\$ 5,000	\$ 403	\$ 134	\$ 537	\$ 2,500
Office Supplies	\$ 625	\$ 1	\$ 25	\$ 26	\$ 300
Travel Per Diem	\$ 660	\$ -	\$ 125	\$ 125	\$ 605
Dues, Licenses & Subscriptions	\$ 175	\$ 175	\$ -	\$ 175	\$ 175
Total Administrative	\$ 124,678	\$ 31,497	\$ 20,652	\$ 52,149	\$ 126,323
Operation and Maintenance Field Expenditures					
Contingency	\$ -	\$ -	\$ -	\$ -	\$ 10,000
Total Field Expenditures	\$ -	\$ -	\$ -	\$	\$ 10,000
Total O&M Expenditures:	\$ -	\$ -	\$	\$ -	\$ 10,000
Total Expenditures	\$ 124,678	\$ 31,497	\$ 20,652	\$ 52,149	\$ 136,323
Excess Revenues/(Expenditures)	\$ -	\$ (5,996)	\$ 5,996	\$ -	\$ -

#### Community Development District General Fund Narrative

#### **Revenues:**

#### **Developer Contributions**

The District will enter into a funding agreement with the Developer to fund the General Fund expenditures for the Fiscal Year.

#### **Expenditures:**

#### **General & Administrative:**

#### Supervisor Fees

Chapter 190, Florida Statutes, allows for each Board member to receive \$200 per meeting, not to exceed \$4,800 per year paid to each Supervisor for the time devoted to District business and meetings.

#### FICA Expenditures

Represents the Employer's share of Social Security and Medicare taxes withheld from Board of Supervisors checks.

#### **Engineering**

The District's engineer will be providing general engineering services to the District, e.g. attendance and preparation for monthly board meetings, review invoices and various projects as directed by the Board of Supervisors and the District Manager.

#### <u>Attorney</u>

The District's legal counsel will be providing general legal services to the District, e.g. attendance and preparation for meetings, preparation and review of agreements, resolutions, etc. as directed by the Board of Supervisors and the District Manager.

#### Management Fees

The District receives Management, Accounting and Administrative services as part of a Management Agreement with Governmental Management Services-Central Florida, LLC. The services include but are not limited to, recording and transcription of board meetings, administrative services, budget preparation, all financial reports, annual audits, etc.

#### <u>Information Technology</u>

Represents costs with Governmental Management Services – Central Florida, LLC related to the District's information systems, which include but are not limited to video conferencing services, cloud storage services and servers, security, accounting software, etc.

#### Website Maintenance

Represents the costs with Governmental Management Services – Central Florida, LLC associated with monitoring and maintaining the District's website created in accordance with Chapter 189, Florida Statutes. These services include site performance assessments, security and firewall maintenance, updates, document uploads, hosting and domain renewals, website backups, etc.

#### Community Development District General Fund Narrative

#### **Telephone**

Telephone and fax machine.

#### Postage & Delivery

The District incurs charges for mailing of Board meeting agenda packages, overnight deliveries, correspondence, etc.

#### *Insurance*

The District's general liability and public official's liability insurance coverages.

#### Copies

Printing and Binding agenda packages for board meetings, printing of computerized checks, stationary, envelopes, etc.

#### Legal Advertising

The District is required to advertise various notices for monthly Board meetings, public hearings, etc. in a newspaper of general circulation.

#### **Contingencies**

Bank charges and any other miscellaneous expenses incurred during the year.

#### Office Supplies

Any supplies that may need to be purchased during the fiscal year, e.g., paper, minute books, file folders, labels, paper clips, etc.

#### Travel Per Diem

The Board of Supervisors can be reimbursed for travel expenditures related to the conducting of District business.

#### Dues, Licenses & Subscriptions

The District is required to pay an annual fee to the Florida Department of Economic Opportunity for \$175. This is the only expense under this category for the District.

#### **Operations & Maintenance:**

#### **Field Expenditures**

#### **Contingency**

Represents funds allocated to expenses that the District could incur throughout the fiscal year that do not fit into any field category.

# SECTION V

#### BUDGET FUNDING AGREEMENT FY 2026

This Agreement ("Agreement") is made and entered into effective as of October 1, 2025 ("Effective Date"), by and between:

Horseshoe Creek Community Development District, a local unit of special-purpose government established pursuant to Chapter 190, *Florida Statutes*, ("District"), and is located in the City of Davenport, Polk County, Florida ("County"), and

**TLC Reedy Isle, LLC,** a Florida limited liability company, and the owner and/or developer of property located within the boundaries of the District ("**Developer**," and together with the District, the "**Parties**"). For purposes of this Agreement, the term "**Property**" shall refer to that certain property within the CDD owned by the Developer on the Effective Date of this Agreement.

#### **RECITALS**

**WHEREAS**, pursuant to Chapter 190, *Florida Statutes*, the District was established for the purpose of planning, financing, constructing, operating and/or maintaining certain infrastructure, and is authorized to levy such taxes, special assessments, fees, and other charges as may be necessary in furtherance of the District's activities and services; and

**WHEREAS**, Developer presently owns and/or is developing the Property within the District, which Property will benefit from the timely construction and acquisition of the District's facilities, activities, and services and from the continued operations of the District; and

WHEREAS, for the fiscal year beginning October 1, 2025, and ending September 30, 2026 ("FY 2026"), the Board of Supervisors ("Board") of the District adopted its general fund budget ("Budget") attached hereto as Exhibit A and incorporated herein by reference; and

**WHEREAS**, the Parties recognize the Budget may be amended from time to time in the sole discretion of the District; and

WHEREAS, the District has the option of levying non-ad valorem assessments on all lands within the District benefitting from the activities, operations and services set forth in the Budget, including the Property, or utilizing such other revenue sources as may be available to it; and

**WHEREAS**, in lieu of levying assessments on the Property, the Developer is willing to provide such funds as are necessary to allow the District to proceed with its operations as described in the Budget; and

**WHEREAS**, the Developer agrees that the activities, operations and services provide a special and peculiar benefit to the Property equal to or in excess of the costs reflected in the Budget; and

WHEREAS, the Developer agreed to enter into this Agreement in lieu of having the District levy and collect any non-ad valorem assessments as authorized by law against the lands within the District, including the Property, for the activities, operations, and services set forth in the Budget; and

**WHEREAS**, Developer and District agree such Budget funding obligation by the Developer may be secured and collection enforced pursuant to the methods provided herein.

**NOW, THEREFORE**, based upon good and valuable consideration and the mutual covenants of the parties, the receipt of which and sufficiency of which are hereby acknowledged, the parties agree as follows:

- Obligation") necessary for the operation of the District as called for in the Budget attached hereto as Exhibit A within thirty (30) days of written request by the District. Exhibit A attached hereto may be amended from time to time pursuant to Florida law, subject to the Developer's consent to such amendments to incorporate them herein; provided however, that amendments adopted by the Board at a duly noticed meeting shall have the effect of amending this Agreement without further action of the Parties. As a point of clarification, the District shall only request as part of the Funding Obligation that the Developer fund the actual expenses of the District, and the Developer is not required to fund the total general fund Budget in the event that actual expenses are less than the projected total general fund Budget, as may be amended as provided herein. The funds shall be placed in the District's general checking account. In the event the Developer sells any of the Property during the term of this Agreement, the Developer's rights and obligations under this Agreement shall remain the same.
- 2. **ACKNOWLEDGEMENT.** The District hereby finds, and the Developer acknowledges and agrees, that the activities, operations and services set forth in the Budget provide a special and peculiar benefit to the Property, which benefit is initially allocated on an equal developable acreage basis. These payments are made by the Developer in lieu of taxes, fees, or assessments which might otherwise be levied or imposed by the District. Nothing contained herein shall constitute or be construed as a waiver of the District's right to levy assessments, including on the Property, in the event of a funding deficit.
- 3. **COLLECTION METHODS.** The District may enforce the collection of funds due under this Agreement using one or more of the following collection methods:
  - a. Contractual Lien. The District shall have the right to file a continuing lien ("Lien") upon all or a portion of the Property, which Lien shall be effective as of the date and time of the recording of a "Notice of Lien" in the public records of the County.
  - b. *Enforcement Action*. The District shall have the right to file an action against the Developer in the appropriate judicial forum in and for the County.
  - c. Uniform Method; Direct. The District may certify amounts due hereunder as a non-ad valorem assessment on all or any part of the Property for collection, either through the Uniform Method of Collection set forth in Chapter 197, Florida Statutes, or under any method of direct bill and collection authorized by Florida law.

The enforcement of the collection of funds in any of the above manners, including which method(s) to utilize, shall be in the sole discretion of the District Manager on behalf of the District, without the need of further Board action authorizing or directing such.

4. **ENTIRE AGREEMENT; AMENDMENTS.** This instrument shall constitute the final and complete expression of the agreement among the Parties relating to the subject matter of this Agreement. Amendments to and waivers of the provisions contained in this Agreement may be made only by an instrument in writing which is executed by both of the Parties hereto.

- 5. **AUTHORIZATION.** The execution of this Agreement has been duly authorized by the appropriate body or official of all Parties hereto, each Party has complied with all of the requirements of law, and each Party has full power and authority to comply with the terms and provisions of this instrument.
- 6. **ASSIGNMENT.** This Agreement may be assigned, in whole or in part, by either party only upon the written consent of the other. Any purported assignment without such consent shall be void.
- 7. **DEFAULT.** A default by either Party under this Agreement shall entitle the other to all remedies available at law or in equity, which shall include, but not be limited to, the right of damages, injunctive relief and/or specific performance.
- 8. **ENFORCEMENT.** In the event that any party is required to enforce this Agreement by court proceedings or otherwise, then the parties agree that the prevailing party shall be entitled to recover from the other all costs incurred, including interest accrued on an unsatisfied Funding Obligation, reasonable fees and costs incurred by the District incident to the collection of the Funding Obligation or for enforcement of the Lien, or reasonable attorneys' fees and costs for trial, alternative dispute resolution, or appellate proceedings.
- 9. **THIRD PARTY BENEFICIARIES.** This Agreement is solely for the benefit of the formal Parties herein and no right or cause of action shall accrue upon or by reason hereof, to or for the benefit of any third party not a formal party hereto. Nothing in this Agreement expressed or implied is intended or shall be construed to confer upon any person or corporation other than the Parties hereto any right, remedy or claim under or by reason of this Agreement or any provisions or conditions hereof; and all of the provisions, representations, covenants and conditions herein contained shall inure to the sole benefit of and shall be binding upon the Parties hereto and their respective representatives, successors and assigns.
- 10. **CHOICE OF LAW.** This Agreement and the provisions contained herein shall be construed, interpreted and controlled according to the laws of the State of Florida.
- 11. **ARM'S LENGTH.** This Agreement has been negotiated fully among the Parties as an arm's length transaction. The Parties participated fully in the preparation of this Agreement with the assistance of their respective counsel. In the case of a dispute concerning the interpretation of any provision of this Agreement, the Parties are each deemed to have drafted, chosen and selected the language, and the doubtful language will not be interpreted or construed against any Party.

[SIGNATURES ON NEXT PAGE]

### **IN WITNESS WHEREOF,** the Parties execute this Agreement the day and year first written above.

Horseshoe Creek Community Development District
By:
TLC Reedy Isle, LLC, a Florida limited liability company
By: Name: Title:

**EXHIBIT A**: FY 2026 Budget

## **SECTION VII**

## SECTION C

## SECTION 1

Community Development District

Unaudited Financial Reporting June 30, 2025



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### **Community Development District**

### **Combined Balance Sheet**

June 30, 2025

	General Fund		al Projects Fund	Totals Governmental Funds	
Assets:					
Operating Account	\$	14,068	\$ -	\$	14,068
Due From Developer	\$	2,632	\$ 2,242	\$	4,874
Total Assets	\$	16,701	\$ 2,242	\$	18,942
Liabilities:					
Accounts Payable	\$	5,075	\$ -	\$	5,075
Contracts Payable	\$	-	\$ 2,242	\$	2,242
Due To Debt Service	\$	-	\$ -	\$	-
FICA Payable	\$	61	\$ -	\$	61
Total Liabilites	\$	5,136	\$ 2,242	\$	7,377
Fund Balance:					
Unassigned	\$	11,565	\$ -	\$	11,565
Total Fund Balances	\$	11,565	\$ -	\$	11,565
Total Liabilities & Fund Balance	\$	16,701	\$ 2,242	\$	18,942

### **Community Development District**

### **General Fund**

### Statement of Revenues, Expenditures, and Changes in Fund Balance

For The Period Ending June 30, 2025

	Adopted		Prorated Budget		Actual		
	Budget		Thru	Thru 06/30/25		06/30/25	Variance
Revenues:							
Developer Contributions	\$	124,678	\$	25,501	\$	25,501	\$ -
Total Revenues	\$	124,678	\$	25,501	\$	25,501	\$ -
Expenditures:							
General & Administrative:							
Supervisor Fees	\$	12,000	\$	9,000	\$	1,200	\$ 7,800
FICA Expenditures	\$	918	\$	689	\$	92	\$ 597
Engineering Fees	\$	15,000	\$	11,250	\$	705	\$ 10,545
Attorney Fees	\$	25,000	\$	18,750	\$	4,517	\$ 14,233
Management Fees	\$	40,000	\$	30,000	\$	15,000	\$ 15,000
Information Technology	\$	1,800	\$	1,350	\$	1,350	\$ -
Website Maintenance	\$	1,200	\$	1,200	\$	2,650	\$ (1,450)
Telephone	\$	300	\$	225	\$	-	\$ 225
Postage & Delivery	\$	1,000	\$	750	\$	105	\$ 645
Insurance	\$	5,000	\$	5,000	\$	5,000	\$ -
Copies	\$	1,000	\$	750	\$	15	\$ 735
Legal Advertising	\$	15,000	\$	11,250	\$	285	\$ 10,965
Contingencies	\$	5,000	\$	3,750	\$	403	\$ 3,347
Office Supplies	\$	625	\$	469	\$	1	\$ 468
Travel Per Diem	\$	660	\$	495	\$	-	\$ 495
Dues,Licenses & Fees	\$	175	\$	175	\$	175	\$ -
Total Expenditures	\$	124,678	\$	95,102	\$	31,497	\$ 63,605
Excess Revenues (Expenditures)	\$	-			\$	(5,996)	
Fund Balance - Beginning	\$	-			\$	17,561	
Fund Balance - Ending	\$	-			\$	11,565	

### **Community Development District**

### **Capital Projects Fund - Series 2018**

### Statement of Revenues, Expenditures, and Changes in Fund Balance

For The Period Ending June 30, 2025

	Adoj	oted	Prorate	d Budget	1	Actual		
	Bud	lget	Thru 0	6/30/25	Thru	06/30/25	V	ariance
Revenues:								
Developer Advances	\$	-	\$	-	\$	3,032	\$	3,032
<b>Total Revenues</b>	\$	-	\$	-	\$	3,032	\$	3,032
Expenditures:								
Capital Outlay	\$	-	\$	-	\$	3,032	\$	(3,032)
Total Expenditures	\$	-	\$	-	\$	3,032	\$	(3,032)
Excess Revenues (Expenditures)	\$	-			\$	-		
Fund Balance - Beginning	\$	-			\$	-		
Fund Balance - Ending	\$				\$	-		

### Community Development District Month to Month

	Oct	Nov	Dec	Jan	Feb	March	April	May	June	July	Aug	Sept	Total
Revenues:													
Developer Contributions	\$ 5,000 \$	4,217 \$	- \$	4,446 \$	2,251 \$	2,504 \$	2,217 \$	2,235 \$	2,632 \$	- \$	- \$	- \$	25,501
Total Revenues	\$ 5,000 \$	4,217 \$	- \$	4,446 \$	2,251 \$	2,504 \$	2,217 \$	2,235 \$	2,632 \$	- \$	- \$	- \$	25,501
Expenditures:													
General & Administrative:													
Supervisor Fees	\$ - \$	800 \$	- \$	- \$	- \$	- \$	- \$	- \$	400 \$	- \$	- \$	- \$	1,200
FICA Expenditures	\$ - \$	61 \$	- \$	- \$	- \$	- \$	- \$	- \$	31 \$	- \$	- \$	- \$	92
Engineering Fees	\$ - \$	- \$	- \$	- \$	- \$	- \$	- \$	- \$	705 \$	- \$	- \$	- \$	705
Attorney Fees	\$ - \$	609 \$	331 \$	521 \$	300 \$	318 \$	417 \$	2,022 \$	- \$	- \$	- \$	- \$	4,517
Management Fees	\$ 1,667 \$	1,667 \$	1,667 \$	1,667 \$	1,667 \$	1,667 \$	1,667 \$	1,667 \$	1,667 \$	- \$	- \$	- \$	15,000
Information Technology	\$ 150 \$	150 \$	150 \$	150 \$	150 \$	150 \$	150 \$	150 \$	150 \$	- \$	- \$	- \$	1,350
Website Maintenance	\$ 100 \$	1,850 \$	100 \$	100 \$	100 \$	100 \$	100 \$	100 \$	100 \$	- \$	- \$	- \$	2,650
Telephone	\$ - \$	- \$	- \$	- \$	- \$	- \$	- \$	- \$	- \$	- \$	- \$	- \$	
Postage & Delivery	\$ 30 \$	- \$	3 \$	1 \$	3 \$	67 \$	- \$	- \$	2 \$	- \$	- \$	- \$	105
Insurance	\$ 5,000 \$	- \$	- \$	- \$	- \$	- \$	- \$	- \$	- \$	- \$	- \$	- \$	5,000
Copies	\$ 3 \$	- \$	- \$	- \$	- \$	- \$	- \$	- \$	12 \$	- \$	- \$	- \$	15
Legal Advertising	\$ - \$	- \$	- \$	- \$	- \$	- \$	- \$	285 \$	- \$	- \$	- \$	- \$	285
Contingencies	\$ - \$	- \$	30 \$	110 \$	110 \$	38 \$	38 \$	38 \$	38 \$	- \$	- \$	- \$	403
Office Supplies	\$ 0 \$	- \$	0 \$	0 \$	0 \$	0 \$	- \$	- \$	0 \$	- \$	- \$	- \$	1
Travel Per Diem	\$ - \$	- \$	- \$	- \$	- \$	- \$	- \$	- \$	- \$	- \$	- \$	- \$	
Dues,Licenses & Fees	\$ 175 \$	- \$	- \$	- \$	- \$	- \$	- \$	- \$	- \$	- \$	- \$	- \$	175
Total General & Administrative:	\$ 7,124 \$	5,136 \$	2,281 \$	2,548 \$	2,330 \$	2,340 \$	2,371 \$	4,261 \$	3,105 \$	- \$	- \$	- \$	31,497
Total Expenditures	\$ 7,124 \$	5,136 \$	2,281 \$	2,548 \$	2,330 \$	2,340 \$	2,371 \$	4,261 \$	3,105 \$	- \$	- \$	- \$	31,497
Excess Revenues (Expenditures)	\$ (2,124) \$	(920) \$	(2,281) \$	1,897 \$	(79) \$	164 \$	(155) \$	(2,027) \$	(473) \$	- \$	- \$	- \$	(5,996

## SECTION 2

### **Community Development District**

Funding Request #8 April 18 ,2025

Bill to:	Hanover			
(	Payee		Ge	eneral Fund FY2025
1	Governmental Management Services			
	Invoice # 10- Management Fees - April 2025		\$	1,916.67
2	Kutak Rock, LLP			
	Invoice# 3540048- General Counsel - February 2025		\$	300.00
1000		No. of Persons	\$	2,216.67
	_	Total:	\$	2,216.67

Please make check payable to:

**Horseshoe Creek Community Development District** 6200 Lee Vista Blvd, Suite 300 Orlando, FL 32822

### GMS-Central Florida, LLC

1001 Bradford Way Kingston, TN 37763

### Invoice

Invoice #: 10

Invoice Date: 4/1/25 Due Date: 4/1/25

Case:

P.O. Number:

#### Bill To:

Horseshoe Creek CDD 219 E Livingston St. Orlando, FL 32801

Description	Hours/Qty Rate	Amount
Management Fees - April 2025 340 Vebsite Administration - April 2025 352 Information Technology - April 2025 351	10	66.67 1,666.67 100.00 100.00 100.00 150.00
	APR 16	
	Total	\$1,916.67
	Payments/Credits	\$0.00
	Balance Due	\$1,916.67

### KUTAK ROCK LLP #4

TALLAHASSEE, FLORIDA

Telephone 404-222-4600 Facsimile 404-222-4654

Federal ID 47-0597598

March 24, 2025

Check Remit To: Kutak Rock LLP PO Box 30057 Omaha, NE 68103-1157

**ACH/Wire Transfer Remit To:** 

ABA #104000016

First National Bank of Omaha Kutak Rock LLP

A/C # 24690470

Reference: Invoice No. 3540048 Client Matter No. 51723-1

Notification Email: eftgroup@kutakrock.com

Mr. George Flint Horseshoe Creek CDD C/O Governmental Management Services- Central Florida, LLC 219 East Livingston Steet Orlando, FL 32801

Invoice No. 3540048

51723-1

Re: General Counsel

For Professional Legal Services Rendered

J. Johnson 02/08/25 0.70 269.50 Monitor legislative process relating to matters impacting special districts 02/11/25 M. Rigoni 0.10 30.50 Confer with Brookes

**TOTAL HOURS** 0.80

TOTAL FOR SERVICES RENDERED \$300.00

TOTAL CURRENT AMOUNT DUE \$300.00

**UNPAID INVOICES:** 

January 28, 2025 Invoice No. 3514016 February 28, 2025 Invoice No. 3527988 331.00 - pd 3/21/25 520.50 - pd 3/21/25 151.50 Ck+ 15

TOTAL DUE

\$1,151.50



### **Community Development District**

Funding Request #9 May 23, 2025

Bill to:	Hanover				
		<b>General Fund</b>			
	Payee			FY2025	
•					
1	Governmental Management Services				
	Invoice # 11 - Management Fees - May 2025		\$	1,916.67	
2	Kutak Rock, LLP				
	Invoice# 3555351- General Counsel - March 2025		\$	318.00	
			\$	2,234.67	
		Total:	\$	2,234.67	

Please make check payable to:

**Horseshoe Creek Community Development District** 6200 Lee Vista Blvd, Suite 300

Orlando, FL 32822

KUTAK ROCK LLP

TALLAHASSEE, FLORIDA 315

Telephone 404-222-4600 Facsimile 404-222-4654

Federal ID 47-0597598

April 29, 2025

Check Remit To: Kutak Rock LLP PO Box 30057 Omaha, NE 68103-1157

**ACH/Wire Transfer Remit To:** 

ABA #104000016 First National Bank of Omaha Kutak Rock LLP A/C # 24690470

Reference: Invoice No. 3555351 Client Matter No. 51723-1

Notification Email: eftgroup@kutakrock.com

Mr. George Flint Horseshoe Creek CDD C/O Governmental Management Services- Central Florida, LLC 219 East Livingston Steet Orlando, FL 32801

Invoice No. 3555351

51723-1

Re: General Counsel

For Professional Legal Services Rendered

03/07/25 03/08/25	S. Sandy G. Lovett	0.20 0.70	68.00 185.50	Prepare FYE 2026 budget documents Monitor legislative process relating
03/11/25	M. Rigoni	0.10	30.50	to matters impacting special districts Confer with Brookes
03/18/25	S. Sandy	0.10	34.00	Respond to public records request regarding bidding and Request for Proposal publication

TOTAL HOURS 1.10

TOTAL FOR SERVICES RENDERED

TOTAL CURRENT AMOUNT DUE

\$318.00

\$318.00



PRIVILEGED AND CONFIDENTIAL ATTORNEY-CLIENT COMMUNICATION AND/OR WORK PRODUCT

### **GMS-Central Florida, LLC**

1001 Bradford Way Kingston, TN 37763

### Invoice

Invoice #: 11 Invoice Date: 5/1/25

**Due Date:** 5/1/25

Case:

P.O. Number:

### Bill To:

Horseshoe Creek CDD 219 E Livingston St. Orlando, FL 32801

Description	Hours/Qty	Rate	Amount
Management Fees - May 2025 Vebsite Administration - May 2025 Information Technology - May 2025		1,666.67 100.00 150.00	1,666.67 100.00 150.00
			<b>E</b> [] W [E []
	Total		\$1,916.67
	Paymer	its/Credits	\$0.00
	Balance	Due	\$1,916.67



### **Community Development District**

Funding Request # 10 June 27, 2025

Bill to:	Hanover		Ge	neral Fund
	Payee			FY2025
1	Governmental Management Services Invoice # 12 - Management Fees - June 2025		\$	1,931.29
2	<b>Kutak Rock, LLP</b> Invoice # 3569171 - General Counsel April 2025		\$	416.50
3	<b>Gannett Florida LocalIQ</b> Invoice # 0007145933 - Legal Ad 5/9/25		\$	284.61
_		\$ -	\$	2,632.40
		Total:	\$	2,632.40

Please make check payable to:

Horseshoe Creek Community Development District

6200 Lee Vista Blvd, Suite 300 Orlando, FL 32822

### **GMS-Central Florida, LLC**

1001 Bradford Way Kingston, TN 37763

### Invoice

Invoice #: 12 Invoice Date: 6/1/25

Due Date: 6/1/25

Case:

P.O. Number:

### Bill To:

Horseshoe Creek CDD 219 E Livingston St. Orlando, FL 32801

	Description	STATE OF THE STATE OF	Hours/Qty	Rate	Amount
Management Fees Website Administration Information Technology Office Supplies Postage Copies	310 (13, 34			1,666.67 100.00 150.00 0.09 2.08 12.45	1,666.67 100.00 150.00 0.09 2.08 12.45
					DEGEIV JUN <b>23</b> 202

1-1

Total	\$1,931.29
Payments/Credits	\$0.00
Balance Due	\$1,931.29

1.4

KUTAK ROCK LLP

TALLAHASSEE, FLORIDA

Telephone 404-222-4600 Facsimile 404-222-4654

Federal ID 47-0597598

May 29, 2025

Check Remit To: Kutak Rock LLP PO Box 30057

Omaha, NE 68103-1157

**ACH/Wire Transfer Remit To:** 

ABA #104000016 First National Bank of Omaha

Kutak Rock LLP

A/C # 24690470

Reference: Invoice No. 3569171

Client Matter No. 51723-1

Notification Email: eftgroup@kutakrock.com

Mr. George Flint Horseshoe Creek CDD C/O Governmental Management Services- Central Florida, LLC 219 East Livingston Steet Orlando, FL 32801

Invoice No. 3569171

51723-1

Re: General Counsel

For Professional Legal Services Rendered

04/08/25	M. Rigoni	0.30	91.50	Review outstanding district business and confer with Brookes and Flint; prepare budget documents
04/08/25	D. Wilbourn	0.30	55.50	Prepare budget approval resolution
04/12/25	L. Whelan	0.70	269.50	Monitor legislative process relating
				to matters impacting special districts

TOTAL HOURS 1.30

TOTAL FOR SERVICES RENDERED

\$416.50

TOTAL CURRENT AMOUNT DUE

\$416.50





- 58	ACCO	CIA! LAWINS	ACCOUNT I	INV DATE
	Horseshoe Creek CDD		1467507	06/01/2025
	INVOICE #	INVOICE PERIOD	CURRENT INVO	DICE TOTAL
	0007145933	May 1- May 31, 2025	\$284.0	61
1000	PREPAY (Memo Info)	UMAPPLISD (included in ant due)	TOTAL CASH /	AMT DUE*
	\$0.00	\$0.00	\$284.6	61

### BILLING ACCOUNT NAME AND ADDRESS

Horseshoe Creek CDD Brittany Brookes 219 E Livingston ST Orlando, FL 32801-1508

#### PAYMENT DUE DATE: JUNE 30, 2025

Legal Entity: Gannett Media Corp.

Terms and Conditions: Past due accounts are subject to interest at the rate of 18% per annum or the maximum legal rate (whichever is less). Advertiser claims for a credit related to rates incorrectly invoiced or paid must be submitted in writing to Publisher within 30 days of the invoice date or the claim will be walved. Any credit towards future advertising must be used within 30 days of issuance or the credit will be forfeited.

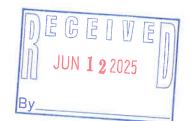
All funds payable in US dollars.

BILLING INQUIRIES/ADDRESS CHANGES 1-877-736-7612 or smb@ccc.gannett.com

FEDERAL ID 47-2390983

Save A Tree! Gannett is going paperless. Enjoy the convenience of accessing your billing information anytime and pay online. To avoid missing an invoice, sign up today by reaching out to abgspecial@gannett.com.

Date	Description			THE RESERVE	Amount
5/1/25	Balance Forward				\$0.00
Package	Advertising:				
Start-	End Date Order Number	Product	Description	PO Number	Package Cost
	5/9/25 11266066	LKL The Ledger - News Chief	Andit meeting		\$284.61



As an incentive for customers, we provide a discount off the total invoice cost equal to the 3.99% service fee if you pay with Cash/Check/ACH. Pay by Cash/Check/ACH and Save!

 Total Cash Amount Due
 \$284.61

 Service Fee 3.99%
 \$11.36

 \*Cash/Check/ACH Discount
 -\$11.36

 \*Payment Amount by Cash/Check/ACH
 \$284.61

 Payment Amount by Credit Card
 \$295.97

ACCOUN	NT NAME	ACCOUNT			NUMBER	AMOUNT PAID
Horseshoe	Creek CDD	1467				
CURRENT	30 DAYS PAST DUE	60 DAYS PAST DUE	90 DAYS PAST DUE	120+ DAYS PAST DUE	UNAPPLIED PAYMENTS	TOTAL CASH AMT DUE*
\$284.61	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$284.61
Gannett Florida LocaliQ PO Box 631244 Cincinnati, OH 45263-1244		TO PA	TOTAL CREDIT CARD AMT BUIL \$295.97			
		To sign up for E-mailed invoices and online payments please contact abgspecial@gannett.com				



The Gainesville Sun | The Ledger Daily Commercial | Ocale StarBanner News Chief | Herald-Tribute PO Box 631244 Cincinnati, OH 45263-1244

### **AFFIDAVIT OF PUBLICATION**

**Brittany Brookes** Horseshoe Creek CDD 219 E Livingston ST Orlando FL 32801-1508

STATE OF WISCONSIN, COUNTY OF BROWN

Before the undersigned authority personally appeared, who on oath says that he or she is the Legal Coordinator of The Ledger-News Chief, published in Polk County, Florida; that the attached copy of advertisement, being a Public Notices, was published on the publicly accessible website of Polk County, Florida, or in a newspaper by print in the issues of,

05/09/2025

Affiant further says that the website or newspaper complies with all legal requirements for publication in chapter 50, Florida Statutes.

Subscribed and sworn to before me, by the legal clerk, who is personally known to me, on 05/09/2025

Legal Clerk

Notary, State of WI, County of Brown

My commission expires

**Publication Cost:** 

Tax Amount:

Payment Cost:

Order No:

**Customer No:** 1467507

\$284.61 11266066

\$284.61

\$0.00

# of Copies:

THIS IS NOT AN INVOICE!

Please do not use this form for payment remittance.

KAITLYN FELTY Notary Public State of Wisconsin

HORSESHOË CREEK
COMMUNITY DEVELOPMENT
DISTRICT
NOTICE OF BOARD OF
SUPERVISORS AND AUDIT
COMMITTE MEETING
The Horseshoe Creek Community
Development District Board of
Supervisors ("Board") Meeting will
be held on Weanesday, May 21,
2025, at 1:30 PM at the Lake Aifrea
Public Library, 245 N. Seminode
Ave., Lake Aifred, FL 33850. The
Audit Committee ("Committee") of
the Horseshoe Creek Community
Development District will hold a
meeting immediately following the
conclusion of the Board of Supervisors meeting. The meetings are
apen to the public and will be
conducted in accordance with the
provision of Florida Law related to
Special Districts. The meetings may
be continued to a date, time, and
place to be specified on the record
at the meetings. A copy of the agendos may be abtained at the offices of
the District Manager, 219 E.
Livingston Street, Orlando, FL
22801, during normal business hours.
There may be occasions when one or
more Supervisors, Staff or after
Individuals will participate by
speaker telephone. Pursuant to the
provisions of the Americans with
Disabilifies Act, any person requiring special accommodations to
participate in this meeting is asked
to advise the District Office of least
forty-eight (48) hours prior to the
meeting by contacting the District
Manager at (407) 841-5524, if you are
hearing or speech impaired, please
contact the Florida Retay Service 1800-955-8770, for aid in contacting the
District Office.
Each person who decides to appeal
any action taken at these meetings
Is advised that person will need a

District Office.

Each person who decides to appeal any action taken at these meetings is advised that person will need a record of the proceedings and that accordingly, the person may need to ensure that a verbalim record of the proceedings is make, including the testimony and evidence upon which such appeal is to be based.

Governmental Management Services - Central Florida, LLC District Manager 5/9/2025 11266066



### **Community Development District**

Funding Request # 11 July 8, 2025

Bill to:	Hanover				
	Payee				neral Fund FY2025
	rayee				112023
1	GAI Consultants			ф	705.00
	Invoice # 2221397 - Engineer Services for June 2025	)		\$	705.00
2	<b>Kutak Rock, LLP</b> Invoice # 3585402 - General Counsel May 2025			\$	2,022.00
		\$	-	\$	2,727.00
		To	otal:	\$	2,727.00

Please make check payable to:

**Horseshoe Creek Community Development District** 6200 Lee Vista Blvd, Suite 300 Orlando, FL 32822



### INVOICE

Orlando 618 E. South Street, Suite 700 Orlando, FL 32801

R241045.00

2221397

**T** 407.423.8398 **F** 407.843.1070

George Flint

Horseshoe Creek Community Development District c/o Governmental Management Services - Central FL

219 E Livingston St Orlando, FL 32801

Project R241045.00

Horseshoe Creek CDD - GMS

Professional Services from May 18, 2025 to June 21, 2025

Task 001

2024 General Services (7/1 - 9/30)

Total this Task 0.00

July 02, 2025

Project No:

Invoice No:

Task 002 2024 General Services (10/1/24 - 9/30/25)

**Professional Personnel** 

	Hours	Rate	Amount
Principal	1.00	360.00	360.00
Technical/Professional 07	3.00	115.00	345.00
Totals	4.00		705.00

Total Labor 705.00

Total this Task \$705.00

Total this Invoice \$705.00

### KUTAK ROCK LLP

TALLAHASSEE, FLORIDA

Telephone 404-222-4600 Facsimile 404-222-4654

Federal ID 47-0597598

June 30, 2025

Check Remit To: Kutak Rock LLP

PO Box 30057 Omaha, NE 68103-1157

**ACH/Wire Transfer Remit To:** 

ABA #104000016 First National Bank of Omaha Kutak Rock LLP A/C # 24690470

Reference: Invoice No. 3585402 Client Matter No. 51723-1

Notification Email: eftgroup@kutakrock.com

Mr. George Flint Horseshoe Creek CDD C/O Governmental Management Services- Central Florida, LLC 219 East Livingston Steet Orlando, FL 32801

Invoice No. 3585402 51723-1

Re: General Counsel

For Professional Legal Services Rendered

05/01/25	M. Rigoni	4.00	1,220.00	Review preliminary plats and confer with Arvelo; finalize budget approval and notice and confer with Flint
05/10/25	G. Lovett	0.70	185.50	Monitor legislative process relating to matters impacting special districts
05/13/25	M. Rigoni	0.20	61.00	Confer with Brookes regarding agenda items
05/21/25	M. Rigoni	0.60	183.00	Prepare for and attend board meeting; conduct meeting follow up
05/21/25	S. Sandy	0.10	34.00	Conduct meeting follow up
05/27/25	M. Rigoni	0.20	61.00	Confer with Brookes and Flint regarding audit request for proposal updates
05/27/25	D. Wilbourn	1.50	277.50	Prepare audit request for proposal; prepare amendment to district engineering agreement; prepare fiscal year budget documents

TOTAL HOURS 7.30

### KUTAK ROCK LLP

Horseshoe Creek CDD June 30, 2025 Client Matter No. 51723-1 Invoice No. 3585402 Page 2

TOTAL FOR SERVICES RENDERED

\$2,022.00

TOTAL CURRENT AMOUNT DUE

\$2,022.00

## SECTION 3

### **Community Development District**

Funding Request # 12 August 1, 2025

Bill to:	Hanover				
	Payee			Ge	neral Fund FY2025
1	Governmental Management Services Invoiec # 14 - Management Fees July 2025			\$	1,922.76
2	Kutak Rock, LLP Invoice # 3598811 - General Counsel June 2025			\$	244.00
		\$	_	\$	2,166.76
		T(	otal:	\$	2,166.76

Please make check payable to:

Horseshoe Creek Community Development District 6200 Lee Vista Blvd, Suite 300 Orlando, FL 32822

### **GMS-Central Florida, LLC**

1001 Bradford Way Kingston, TN 37763

### **Invoice**

Invoice #: 14
Invoice Date: 7/1/25

**Due Date:** 7/1/25

Case:

P.O. Number:

### Bill To:

Horseshoe Creek CDD 219 E Livingston St. Orlando, FL 32801

Description	Hours/Qty	Rate	Amount
Management Fee Website Administration		1,666.67	1,666.67
Website Administration		100.00	100.00
Information Technology		150.00	150.00
Office Supplies		0.03	0.03
Office Supplies Postage		6.06	6.06
	Total		\$1 022 76

Total	\$1,922.76
Payments/Credits	\$0.00
Balance Due	\$1,922.76

### KUTAK ROCK LLP

TALLAHASSEE, FLORIDA

Telephone 404-222-4600 Facsimile 404-222-4654

Federal ID 47-0597598

July 30, 2025

Check Remit To: Kutak Rock LLP PO Box 30057

Omaha, NE 68103-1157

**ACH/Wire Transfer Remit To:** 

ABA #104000016 First National Bank of Omaha

> Kutak Rock LLP A/C # 24690470

Reference: Invoice No. 3598811

Client Matter No. 51723-1

Notification Email: eftgroup@kutakrock.com

Mr. George Flint Horseshoe Creek CDD C/O Governmental Management Services- Central Florida, LLC 219 East Livingston Steet

Orlando, FL 32801 Invoice No. 3598811

51723-1

Re: General Counsel

For Professional Legal Services Rendered

06/12/25 M. Rigoni 0.80 244.00 Review request for utility transfer;

perform post acquisition due diligence and confer with Tran and

Arvelo

TOTAL HOURS 0.80

TOTAL FOR SERVICES RENDERED \$244.00

TOTAL CURRENT AMOUNT DUE \$244.00

**UNPAID INVOICES:** 

May 29, 2025 Invoice No. 3569171 416.50

June 30, 2025 Invoice No. 3585402 2,022.00

TOTAL DUE \$2,682.50

## SECTION 4

### BOARD OF SUPERVISORS MEETING DATES HORSESHOE CREEK COMMUNITY DEVELOPMENT DISTRICT FISCAL YEAR 2026

The Board of Supervisors of the Horseshoe Creek Community Development District will hold their regular meetings for Fiscal Year 2026 on the third Wednesday of the month at the Lake Alfred Public Library, 245 N. Seminole Ave. Lake Alfred, Florida 33850, at 1:00 p.m. unless otherwise indicated as follows:

October 15, 2025 November 19, 2025 December 17, 2025 January 21, 2026 February 18, 2026 March 18, 2026 April 15, 2026 May 20, 2026 June 17, 2026 July 15, 2026 August 29, 2026 September 16, 2026

The meetings are open to the public and will be conducted in accordance with the provision of Florida Law for Community Development Districts.

The meetings may be continued to a date, time, and place to be specified on the record at the meeting. A copy of the agenda for these meetings may be obtained from the District Manager, Governmental Management Services – Central Florida, LLC or by calling (407) 841-5524.

There may be occasions when one or more Supervisors or staff will participate by speaker telephone. Pursuant to provisions of the Americans with Disabilities Act, any person requiring special accommodations at this meeting because of a disability or physical impairment should contact the District Office at (407) 841-5524 at least 48 hours prior to the meeting. If you are hearing or speech impaired, please contact the Florida Relay Service by dialing 7-1-1, or 1-800-955-8771 (TTY) / 1-800-955-8770 (Voice), for aid in contacting the District Office.

A person who decides to appeal any decision made at the meeting with respect to any matter considered at the meeting is advised that 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 such appeal is to be based.

## SECTION 5

# Horseshoe Creek Community Development District Performance Measures/Standards & Annual Reporting Form

October 1, 2025 - September 30, 2026

### 1. Community Communication and Engagement

#### **Goal 1.1: Public Meetings Compliance**

**Objective:** Hold at least three regular Board of Supervisor meetings per year to conduct CDD related business and discuss community needs.

**Measurement:** Number of public board meetings held annually as evidenced by meeting minutes and legal advertisements.

Standard: A minimum of three board meetings were held during the Fiscal Year.

**Achieved:** Yes □ No □

### **Goal 1.2: Notice of Meetings Compliance**

**Objective:** Provide public notice of each meeting at least seven days in advance, as specified in Section 190.007(1), using at least two communication methods.

**Measurement:** Timeliness and method of meeting notices as evidenced by posting to CDD website, publishing in local newspaper and via electronic communication. **Standard:** 100% of meetings were advertised with 7 days notice per statute on at least two mediums (i.e., newspaper, CDD website, electronic communications).

**Achieved:** Yes □ No □

### **Goal 1.3: Access to Records Compliance**

**Objective:** Ensure that meeting minutes and other public records are readily available and easily accessible to the public by completing monthly CDD website checks.

**Measurement:** Monthly website reviews will be completed to ensure meeting minutes and other public records are up to date as evidenced by District Management's records.

**Standard:** 100% of monthly website checks were completed by District

Management.

#### 2. Infrastructure and Facilities Maintenance

### Goal 2.1: Field Management and/or District Management Site Inspections

**Objective:** Field manager and/or district manager will conduct inspections per District Management services agreement to ensure safety and proper functioning of the District's infrastructure.

**Measurement:** Field manager and/or district manager visits were successfully completed per management agreement as evidenced by field manager and/or district manager's reports, notes or other record keeping method.

**Standard:** 100% of site visits were successfully completed as described within district management services agreement

Achieved: Yes □ No □

#### **Goal 2.2: District Infrastructure and Facilities Inspections**

**Objective:** District Engineer will conduct an annual inspection of the District's infrastructure and related systems.

**Measurement:** A minimum of one inspection completed per year as evidenced by district engineer's report related to district's infrastructure and related systems.

**Standard:** Minimum of one inspection was completed in the Fiscal Year by the district's engineer.

Achieved: Yes □ No □

### 3. Financial Transparency and Accountability

#### **Goal 3.1: Annual Budget Preparation**

**Objective:** Prepare and approve the annual proposed budget by June 15 and final budget was adopted by September 30 each year.

**Measurement:** Proposed budget was approved by the Board before June 15 and final budget was adopted by September 30 as evidenced by meeting minutes and budget documents listed on CDD website and/or within district records.

**Standard:** 100% of budget approval & adoption were completed by the statutory deadlines and posted to the CDD website.

**Achieved:** Yes □ No □

### **Goal 3.2: Financial Reports**

**Objective:** Publish to the CDD website the most recent versions of the following documents: Annual audit, current fiscal year budget with any amendments, and most recent financials within the latest agenda package.

**Measurement:** Annual audit, previous years' budgets, and financials are accessible to the public as evidenced by corresponding documents on the CDD's website.

**Standard:** CDD website contains 100% of the following information: Most recent annual audit, most recent adopted/amended fiscal year budget, and most recent agenda package with updated financials.

### **Goal 3.3: Annual Financial Audit**

**Objective:** Conduct an annual independent financial audit per statutory requirements and publish the results to the CDD website for public inspection, and transmit to the State of Florida.

**Measurement:** Timeliness of audit completion and publication as evidenced by meeting minutes showing board approval and annual audit is available on the CDD's website and transmitted to the State of Florida.

**Standard:** Audit was completed by an independent auditing firm per statutory requirements and results were posted to the CDD website and transmitted to the State of Florida.

Chair/Vice Chair:	Date:	
Print Name:		
Horseshoe Creek Community Development District		
District Manager:	Date:	
Print Name:		
Horseshoe Creek Community Development District		



# Horseshoe Creek Community Development District Performance Measures/Standards & Annual Reporting Form

October 1, 2024 - September 30, 2025

### 1. Community Communication and Engagement

#### **Goal 1.1: Public Meetings Compliance**

**Objective:** Hold at least three regular Board of Supervisor meetings per year to conduct CDD related business and discuss community needs.

**Measurement:** Number of public board meetings held annually as evidenced by meeting minutes and legal advertisements.

Standard: A minimum of three board meetings were held during the Fiscal Year.

Achieved: Yes □ No □

### **Goal 1.2: Notice of Meetings Compliance**

**Objective:** Provide public notice of meetings in accordance with Florida Statutes, using at least two communication methods.

**Measurement:** Timeliness and method of meeting notices as evidenced by posting to CDD website, publishing in local newspaper and via electronic communication. **Standard:** 100% of meetings were advertised per Florida statute on at least two

mediums (i.e., newspaper, CDD website, electronic communications).

**Achieved:** Yes □ No □

### **Goal 1.3: Access to Records Compliance**

**Objective:** Ensure that meeting minutes and other public records are readily available and easily accessible to the public by completing monthly CDD website checks.

**Measurement:** Monthly website reviews will be completed to ensure meeting minutes and other public records are up to date as evidenced by District Management's records.

**Standard:** 100% of monthly website checks were completed by District

Management.

### 2. Financial Transparency and Accountability

### **Goal 2.1: Annual Budget Preparation**

**Objective:** Prepare and approve the annual proposed budget by June 15 and final budget was adopted by September 30 each year.

**Measurement:** Proposed budget was approved by the Board before June 15 and final budget was adopted by September 30 as evidenced by meeting minutes and budget documents listed on CDD website and/or within district records.

**Standard:** 100% of budget approval & adoption were completed by the statutory deadlines and posted to the CDD website.

Achieved: Yes □ No □

### **Goal 2.2: Financial Reports**

**Objective:** Publish to the CDD website the most recent versions of the following documents: Annual audit, current fiscal year budget with any amendments, and most recent financials within the latest agenda package.

**Measurement:** Annual audit, previous years' budgets, and financials are accessible to the public as evidenced by corresponding documents on the CDD's website.

**Standard:** CDD website contains 100% of the following information: Most recent annual audit, most recent adopted/amended fiscal year budget, and most recent agenda package with updated financials.

Achieved: Yes □ No □

#### **Goal 2.3: Annual Financial Audit**

**Objective:** Conduct an annual independent financial audit per statutory requirements and publish the results to the CDD website for public inspection, and transmit to the State of Florida.

**Measurement:** Timeliness of audit completion and publication as evidenced by meeting minutes showing board approval and annual audit is available on the CDD's website and transmitted to the State of Florida.

**Standard:** Audit was completed by an independent auditing firm per statutory requirements and results were posted to the CDD website and transmitted to the State of Florida.

Chair/Vice Chair:	Date:
Print Name:	
Horseshoe Creek Community Development	
District	
District Manager:	Date:
Print Name:	
Horseshoe Creek Community Development	
District	
2.00.00	