

*Shingle Creek
Community Development District*

Agenda

June 3, 2019

AGENDA

Shingle Creek

Community Development District

135 W. Central Blvd., Suite 320, Orlando, Florida 32801
Phone: 407-841-5524 – Fax: 407-839-1526

May 27, 2019

Board of Supervisors
Shingle Creek Community
Development District

Dear Board Members:

The meeting of the Board of Supervisors of the Shingle Creek Community Development District will be held **Monday, June 3, 2019 at 12:00 p.m. at the Oasis Club at ChampionsGate, 1520 Oasis Club Blvd., ChampionsGate, Florida.** Following is the advance agenda for the regular meeting:

Board of Supervisors Meeting

1. Roll Call
2. Public Comment Period
3. Organizational Matters
 - A. Appointment of Individual to Fulfill the Board Vacancy with a Term Ending November 2021
 - B. Administration of Oath of Office to Newly Appointed Board Member
 - C. Consideration of Resolution 2019-15 Electing Assistant Secretary
4. Approval of Minutes of the May 6, 2019 Meeting
5. Consideration of Proposal from VGlobal Tech to Provide Website Compliance Services
6. Consideration of Resolution 2019-14 Extending the Terms of Office to Even Years
7. Consideration of Amendment to Engagement Letter with Latham, Shuker, Eden & Beaudine, LLP for Legal Services
8. Review and Acceptance of Fiscal Year 2018 Audit Report
9. Consideration of Professional Engineering Services Agreement with Hamilton Engineering & Surveying, Inc.
10. Appointment of Audit Committee and Chairman
11. Discussion of Landscape Turnover
12. Staff Reports
 - A. Attorney
 - B. Engineer
 - C. District Manager's Report
 - i. Approval of Check Registers
 - ii. Balance Sheet and Income Statement
 - iii. Selection of District Records Office within Osceola County
13. Other Business
14. Supervisor's Requests
15. Adjournment

Audit Committee Meeting

1. Roll Call
2. Public Comment Period
3. Audit Services

- A. Approval of Request for Proposals and Selection Criteria
 - B. Approval of Notice of Request for Proposals for Audit Services
 - C. Public Announcement of Opportunity to Provide Audit Services
4. Adjournment

The second order of business is the Public Comment Period where the public has an opportunity to be heard on propositions coming before the Board as reflected on the agenda, and any other items.

The third order of business is the Organizational Matters. Section A is the appointment of individual to fulfill the Board vacancy with a term ending November 2021. Section B is the administration of the Oath of Office to the newly appointed Board member. Section C is the consideration of Resolution 2019-15 electing an Assistant Secretary. A copy of the Resolution is enclosed for your review.

The fourth order of business is the approval of minutes of the May 6, 2019 meeting. The minutes are enclosed for your review.

The fifth order of business is the consideration of proposal from VGlobalTech to provide website compliance services. A copy of the proposal is enclosed for your review.

The sixth order of business is the consideration of Resolution 2019-14 extending the terms of office to even years to coincide with the General Election. A copy of the Resolution is enclosed for your review.

The seventh order of business is the consideration of amendment to the engagement with Latham, Shuker, Eden & Beaudine, LLP for legal services. A copy of the amended engagement letter is enclosed for your review.

The eighth order of business is the review and acceptance of the Fiscal Year 2018 audit report. A copy of the report is enclosed for your review.

The ninth order of business is the consideration of agreement with Hamilton Engineering & Surveying, Inc. to provide professional engineering services. A copy of the agreement is enclosed for your review.

The tenth order of business is the appointment of the Audit Committee and chairman. There is no back-up material.

The eleventh order of business is the discussion of landscape turnover. This is an open discussion item, and no back-up material is available.

The twelfth order of business is Staff Reports. Section 1 of the District Manager's Report includes the check registers being submitted for approval and Section 2 includes the balance sheet and income statement for review. Section 3 is the selection of a District records office within Osceola County. This is an open discussion item.

Following the adjournment of the Board of Supervisor's meeting, there will be a meeting of the Audit Committee to approve the Request for Proposals, selection criteria and the notice of RFP

for auditing services. Enclosed for your review are copies of the RFP, selection criteria, and RFP notice.

The balance of the agenda will be discussed at the meeting. In the meantime, if you should have any questions, please contact me.

Sincerely,

A handwritten signature in blue ink, appearing to read 'G. Flint', with a stylized flourish at the end.

George S. Flint
District Manager

Cc: Jan Carpenter, District Counsel
David Reid, District Engineer
Darrin Mossing, GMS

Enclosures

**BOARD OF SUPERVISORS
MEETING**

SECTION III

SECTION C

RESOLUTION 2019-15

**A RESOLUTION OF THE SHINGLE CREEK
COMMUNITY DEVELOPMENT DISTRICT ELECTING
_____ AS ASSISTANT
SECRETARY OF THE BOARD OF SUPERVISORS**

WHEREAS, the Board of Supervisors of the Shingle Creek Community District desires to elect _____ as an Assistant Secretary.

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

1. _____ is elected Assistant Secretary of the Board of Supervisors.

Adopted this 3rd day of June, 2019.

Secretary/ Assistant Secretary

Chairman/Vice Chairman

MINUTES

MINUTES OF MEETING
SHINGLE CREEK
COMMUNITY DEVELOPMENT DISTRICT

The regular meeting of the Board of Supervisors of the Shingle Creek Community Development District was held on Monday, May 6, 2019 at 12:00 p.m. at the Oasis Club at ChampionsGate, 1520 Oasis Club Blvd., ChampionsGate, Florida.

Present and constituting a quorum were:

Rob Bonin	Chairman
Adam Morgan	Vice Chairman
Mark Revell	Assistant Secretary

Also present were:

George Flint	District Manager
Andrew d'Adesky	District Counsel
David Reid	District Engineer
Alan Scheerer	Field Manager
Michelle Barr	Lennar Homes

FIRST ORDER OF BUSINESS

Roll Call

Mr. Flint called the meeting to order and called the roll. A quorum was present.

SECOND ORDER OF BUSINESS

Public Comment Period

There being none, the next item followed.

THIRD ORDER OF BUSINESS

Organizational Matters

A. Acceptance of Resignation of Barry Bichard and Appointment of Individual to Fulfill the Board Vacancy with a Term Ending November 2021

Mr. Flint: I would ask for a motion to accept Mr. Bichard's resignation.

On MOTION by Mr. Bonin seconded by Mr. Morgan with all in favor Barry Bichard's resignation was accepted.

Mr. Flint: Are there any nominations at this time to fill that position? Hearing none, we will keep this item on the agenda.

B. Administration of Oath of Office to Newly Appointed Board Member

C. Consideration of Resolution 2019-15 Electing Assistant Secretary

Mr. Flint: We will defer these items to the next meeting.

FOURTH ORDER OF BUSINESS

Approval of Minutes of the February 25, 2019 and March 4, 2019 Meetings

Mr. Flint: You have the minutes from the February 25, 2019 and March 4, 2019 meetings in your agenda package. Are there any additions, deletions or corrections?

Mr. Morgan: I looked over them and they look good.

On MOTION by Mr. Morgan seconded by Mr. Bonin with all in favor the minutes of the February 25, 2019 and March 4, 2019 meetings were approved, as presented.

FIFTH ORDER OF BUSINESS

Review of Proposals and Selection of District Engineer

Mr. Flint: At the last meeting, the Board terminated KPM Franklin, hired Hamilton Engineering & Surveying, Inc. (Hamilton) as the Interim District Engineer and authorized us to advertise under the Consultants' Competitive Negotiation Act (CCNA) for District engineering services. You received two proposals; one from Hamilton and one from CPH. I understand the Chairman ranked them prior to the meeting.

Mr. Morgan: We reviewed the proposals and conducted the ranking per Staff's request, ranking 95 points to Hamilton 95 points and 85 points to CPH.

Mr. Flint: If the Board is satisfied with the ranking, we need a motion to accept the Chairman's ranking.

On MOTION by Mr. Bonin seconded by Mr. Morgan with all in favor accepting the Chairman's ranking as stated was approved.

Mr. Flint: We will reach out to Hamilton and get a contract.

SIXTH ORDER OF BUSINESS

Consideration of Proposal from VGlobal Tech to Provide Website Compliance Services

Mr. Flint: We can defer action until the next meeting.

SEVENTH ORDER OF BUSINESS**Consideration of Resolution 2019-13
Approving the Proposed Fiscal Year 2020
Budget and Setting a Public Hearing**

Mr. Flint: This doesn't bind the Board in any way. It just starts the budget process. We are suggesting August 5, 2019 at 12:00 p.m. at this location for the public hearing. Exhibit A is the Proposed Budget, which is based on the current per unit assessment amounts in Shingle Creek. We are not proposing any change to the per unit assessment amounts. We made some adjustments to "Landscape Maintenance" and other line items as a result of additional areas coming online. The Board will have a chance to review the budget between now and the public hearing and at the public hearing as well.

On MOTION by Mr. Morgan seconded by Mr. Bonin with all in favor Resolution 2019-13 Approving the Proposed Budget for Fiscal Year 2020 and Setting a Public Hearing for August 5, 2019 at 12:00 p.m. at the Oasis Club at ChampionsGate, 1520 Oasis Club Blvd., ChampionsGate, Florida was adopted.

EIGHTH ORDER OF BUSINESS**Consideration of Resolution 2019-14
Extending the Terms of Office to Even Years**

Mr. Flint: We can defer this item as its not time sensitive.

NINTH ORDER OF BUSINESS**Appointment of Audit Committee and
Chairman**

Mr. Flint: We can defer this item as well.

TENTH ORDER OF BUSINESS**Ratification of Addendum from Down to
Earth for Additional Landscape Areas**

Mr. Scheerer: This item can be deferred.

Mr. Flint: Those are the business items. Do you have any more time, Rob?

Mr. Bonin: Not really.

ELEVENTH ORDER OF BUSINESS**Staff Reports****A. Attorney**

There being none, the next item followed.

B. Engineer

There being none, the next item followed.

C. District Manager's Report

- i. Approval of Check Registers**
- ii. Balance Sheet and Income Statement**

Mr. Flint: We can defer these items.

iii. Presentation of Number of Registered Voters - 588

Mr. Flint: At this time, we will announce that there are 588 registered voters in the District.

Mr. Bonin: Wow.

Mr. Morgan: We are getting close.

TWELFTH ORDER OF BUSINESS Other Business

There being none, the next item followed.

THIRTEENTH ORDER OF BUSINESS Supervisor's Requests

There being none, the next item followed.

FOURTEENTH ORDER OF BUSINESS Adjournment

On MOTION by Mr. Bonin seconded by Mr. Morgan with all in favor the meeting was adjourned.
--

Secretary / Assistant Secretary

Chairman / Vice Chairman

SECTION V

Shingle Creek CDD Website Compliance Proposal

(URL: <http://www.shinglecreekcdd.com/>)

Website Accessibility for People with Disabilities as per

Nondiscrimination requirements of Title II of the American Disabilities Act (ADA)

Date	Version#	Comments	Author
May 25, 2018	1.0	Initial version	VB Joshi
June 18, 2018	1.1	Added document conversion cost	VB Joshi Kristen Thornburgh
June 21, 2018	1.2	Added WCAG Standards Compliance	VB Joshi
August 10, 2018	1.3	Added CDD Specific details	VB Joshi
Jan 5 th 2019	1.4	Discussion with Management Company	VB Joshi
Feb 15 th 2019	2.0	Human Audit Seal	VB Joshi



BBB Rating: A+

[Click for Profile](#)

VGlobalTech's Compliance Seal & Human Audit Compliance Seal*

(* Human Audit Contract required. Please email contact@vglobaltech.com for audit proposal)



VGlobalTech the ADA, WCAG Compliance Experts, with over 100 ADA & WCAG compliant websites created (...and counting) to-date! We have also partnered with a non-profit agency to conduct Human Audit and Certification Seal

COPYRIGHT ©: This proposal is solely created by VGlobalTech team for its customers and cannot be reproduced, copied, modified or distributed (including forwarding to other customers, competitors, web designers etc.) without the written consent of VGlobalTech. Any violations shall be prosecuted.

VGlobalTech.com ~ Experience Innovation

Page 1 of 13

Your strategic partner for Web Design, Software, Marketing, and SEO solutions.

Call: 321-947-7777 | Email: contact@VGlobalTech.com

Private and Confidential Document. No part of this document shall be produced, sent, copied to any parties it is not intended for. It is intended for the entities listed clearly on this proposal. Any distribution without written consent shall be prosecuted.

Table of Contents

1.0	The Law.....	3
2.0	ADA & WCAG Compliance – Introduction	5
2.1	Common Problems and VGlobalTech Solutions for Website Accessibility	6
2.1.1	Problem: Images Without Text Equivalents	6
2.1.2	Problem: Documents Are Not Posted In an Accessible Format.....	6
2.1.3	Problem: Specifying Colors and Font Sizes	6
2.1.4	Problem: Videos and Other Multimedia Lack Accessible Features.....	7
2.1.5	Web Content Accessibility Guidelines (WCAG)	7
3.0	Pricing.....	9
3.1	One time (website conversion and compliance cost):.....	9
3.2	ADA Compliance Yearly Maintenance and Upgrade starting after initial conversion is completed (Annual Maintenance – It is critical to maintain compliance as websites get updated):	10
4.0	Proposal Acceptance:.....	12
5.0	References:	13

1.0 The Law

Source:

http://www.leg.state.fl.us/statutes/index.cfm?App_mode=Display_Statute&URL=0100-0199/0189/Sections/0189.069.html

189.069 Special districts; required reporting of information; web-based public access.—

(1) Beginning on October 1, 2015, or by the end of the first full fiscal year after its creation, each special district shall maintain an official website containing the information required by this section. Each special district shall submit its official website address to the department.

(a) Each independent special district shall maintain a separate website.

(b) Each dependent special district shall be prominently displayed on the home page of the website of the local general-purpose government upon which it is dependent with a hyperlink to such webpages as are necessary to provide the information required by this section. A dependent special district may maintain a separate website providing the information required by this section.

(2)(a) A special district shall post the following information, at a minimum, on the district's official website:

1. The full legal name of the special district.
2. The public purpose of the special district.
3. The name, official address, official e-mail address, and, if applicable, term and appointing authority for each member of the governing body of the special district.
4. The fiscal year of the special district.
5. The full text of the special district's charter, the date of establishment, the establishing entity, and the statute or statutes under which the special district operates, if different from the statute or statutes under which the special district was established. Community development districts may reference chapter 190 as the uniform charter but must include information relating to any grant of special powers.
6. The mailing address, e-mail address, telephone number, and website uniform resource locator of the special district.

7. A description of the boundaries or service area of, and the services provided by, the special district.
 8. A listing of all taxes, fees, assessments, or charges imposed and collected by the special district, including the rates or amounts for the fiscal year and the statutory authority for the levy of the tax, fee, assessment, or charge. For purposes of this subparagraph, charges do not include patient charges by a hospital or other health care provider.
 9. The primary contact information for the special district for purposes of communication from the department.
 10. A code of ethics adopted by the special district, if applicable, and a hyperlink to generally applicable ethics provisions.
 11. The budget of the special district and any amendments thereto in accordance with s.189.016.
 12. The final, complete audit report for the most recent completed fiscal year and audit reports required by law or authorized by the governing body of the special district.
 13. A listing of its regularly scheduled public meetings as required by s. 189.015(1).
 14. The public facilities report, if applicable.
 15. The link to the Department of Financial Services' website as set forth in s. 218.32(1)(g).
 16. At least 7 days before each meeting or workshop, the agenda of the event, along with any meeting materials available in an electronic format, excluding confidential and exempt information. The information must remain on the website for at least 1 year after the event.
- (b) The department's website list of special districts in the state required under s. 189.061 shall include a link for each special district that provides web-based access to the public for all information and documentation required for submission to the department pursuant to subsection

2.0 ADA & WCAG Compliance – Introduction

Every individual must have equal access to information whether it is in person service or online. This is a general agreement and understanding of access.

The Internet has dramatically changed the way state and local governments do business. Today, government agencies routinely make much more information about their programs, activities, and services available to the public by posting it on their websites. As a result, many people can easily access this information seven day a week, 24 hours a day.

Many government services and activities are also provided on websites because the public is able to participate in them at any time of day and without the assistance of government personnel. Many government websites offer a low cost, quick, and convenient way of filing tax returns, paying bills, renewing licenses, signing up for programs, applying for permits or funding, submitting job applications, and performing a wide variety of other activities.

The **Americans with Disabilities Act (ADA)** and, if the government entities receive federal funding, the Rehabilitation Act of 1973 generally require that state and local governments provide qualified individuals with disabilities equal access to their programs, services, or activities unless doing so would fundamentally alter the nature of their programs, services, or activities or would impose an undue burden. One way to help meet these requirements is to ensure that government websites have accessible features for people with disabilities, using the simple steps described in this document. An agency with an inaccessible website may also meet its legal obligations by providing an alternative accessible way for citizens to use the programs or services, such as a staffed telephone information line. These alternatives, however, are unlikely to provide an equal degree of access in terms of hours of operation and the range of options and programs available.

The World Wide Web Consortium (W3C) sets the main international standards for the World Wide Web and its accessibility. W3C created the Web Content Accessibility Guidelines (WCAG 2.0 and 2.1) which are similar to Section 508, but on an international level. WCAG 2.0 and 2.1 requires specific techniques for compliance and is more current than Section 508.

Many countries and international organizations require compliance with WCAG 2.0 and 2.1. The guidelines are categorized into three levels of compliance: A (must support), AA (should support), and AAA (may support). Representatives from the accessibility community around the world participate in the evolution of these guidelines.

Source: <https://www.w3.org/WAI/standards-guidelines/wcag/>

Visit <http://vglobaltech.com/website-compliance/> for more details, do a website compliance check on your website and to download a PDF proposal.

2.1 Common Problems and VGlobalTech Solutions for Website Accessibility

2.1.1 Problem: Images Without Text Equivalents

Solution: Add a Text Equivalent to Every Image

Adding a line of simple HTML code to provide text for each image and graphic will enable a user with a vision disability to understand what it is. Add a type of HTML tag, such as an “alt” tag for brief amounts of text or a “longdesc” tag for large amounts, to each image and graphic on your agency’s website.

The words in the tag should be more than a description. They should provide a text equivalent of the image. In other words, the tag should include the same meaningful information that other users obtain by looking at the image. In the example of the mayor’s picture, adding an “alt” tag with the words “Photograph of Mayor Jane Smith” provides a meaningful description.

In some circumstances, longer and more detailed text will be necessary to convey the same meaningful information that other visitors to the website can see. For example, a map showing the locations of neighborhood branches of a city library needs a tag with much more information in text format. In that instance, where the map conveys the locations of several facilities, add a “longdesc” tag that includes a text equivalent description of each location shown on the map – e.g., “City Center Library, 433 N. Main Street, located on North Main Street between 4th Avenue and 5th Avenue.”

2.1.2 Problem: Documents Are Not Posted In an Accessible Format

Solution: Post Documents in a Text-Based Format

Always provide documents in an alternative text-based format, such as HTML or RTF (Rich Text Format), in addition to PDF. Text-based formats are the most compatible with assistive technologies.

2.1.3 Problem: Specifying Colors and Font Sizes

Solution: Avoid Dictating Colors and Font Settings

Websites should be designed so they can be viewed with the color and font sizes set in users’ web browsers and operating systems. Users with low vision must be able to specify the text and background colors as well as the font sizes needed to see webpage content.

2.1.4 Problem: Videos and Other Multimedia Lack Accessible Features

Solution: Include Audio Descriptions and Captions

Videos need to incorporate features that make them accessible to everyone. Provide audio descriptions of images (including changes in setting, gestures, and other details) to make videos accessible to people who are blind or have low vision. Provide text captions synchronized with the video images to make videos and audio tracks accessible to people who are deaf or hard of hearing.

2.1.5 Web Content Accessibility Guidelines (WCAG)

Understanding the Four Principles of Accessibility

The guidelines and Success Criteria are organized around the following four principles, which lay the foundation necessary for anyone to access and use Web content. Anyone who wants to use the Web must have content that is:

1. **Perceivable** - Information and user interface components must be presentable to users in ways they can perceive.
 - This means that users must be able to perceive the information being presented (it can't be invisible to all of their senses)
2. **Operable** - User interface components and navigation must be operable.
 - This means that users must be able to operate the interface (the interface cannot require interaction that a user cannot perform)
3. **Understandable** - Information and the operation of user interface must be understandable.
 - This means that users must be able to understand the information as well as the operation of the user interface (the content or operation cannot be beyond their understanding)
4. **Robust** - Content must be robust enough that it can be interpreted reliably by a wide variety of user agents, including assistive technologies.
 - This means that users must be able to access the content as technologies advance (as technologies and user agents evolve, the content should remain accessible)

If any of these are not true, users with disabilities will not be able to use the Web.

Under each of the principles are guidelines and Success Criteria that help to address these principles for people with disabilities. There are many general usability guidelines that make content more **usable by all people**, including those with disabilities. However, in WCAG 2.1, we only include those guidelines that address problems particular to people with disabilities. This includes issues that block access or interfere with access to the Web more severely for people with disabilities.

See reference section at the end of this document for more information and websites for ADA, Usability and other important compliance issues and solutions.

VGlobalTech development and business management team shall study these compliance guidelines and with our technical capabilities apply these to make your website accessible, compatible and fully functional for all people, including those with disabilities.

Upon full remediation the CDD Website shall receive VGlobalTech's and Human Audit Compliance Seals

3.0 Pricing

Website Complexity: Small Level Websites

VGlobalTech team shall complete the following critical tasks for client website. All costs below are per website / CDD:

3.1 One time (website conversion and compliance cost):

	Task
1.	Perform ADA Website Compliance Check for current website – Update ALL webpages on the website / Create new website with all current content. Create an accessibility before and after document, code review, html updates, plugins / security updates required for ADA and WCAG compliance
2.	Cross-Device Check (Website needs to appear as per ADA standards on Mobile Phones, Tablets, Desktops etc). Braille Readers, Other assistance technology compatibility
3.	ADA Standards application (as per Section 1 above). ADA.gov, Web Content Accessibility Guidelines (WCAG)
4.	PDF Documents conversion (to Text, HTML etc) as needed for ADA Compliance / Reader Compliance
5.	Create a webpage showing websites ADA Compliance efforts
6.	Create customized footer with VGlobalTech's ADA Compliance Seal (valid for 1 year only)
	Total (one-time compliance / conversion cost): \$2375 / one time

3.2 ADA Compliance Yearly Maintenance and Upgrade starting after initial conversion is completed (Annual Maintenance – It is critical to maintain compliance as websites get updated):

VGlobalTech team shall complete the following critical tasks for client website. All costs below are per website / CDD:

	Task
1.	Perform ADA Website Compliance Check for current website – All new webpages on the website
2.	Cross-Device Check (Website needs to appear as per ADA standards on Mobile Phones, Tablets, Desktops etc)
3.	Update footer with VGlobalTech’s ADA Compliance Seal (extended for current year)
4.	Support (upto 8 hr / month) for the year including updates to newly added pages, upgrade to new standards (if any). Posting new documents, minutes, agendas etc to the websites as needed – Worry Free Monthly Maintenance.
5.	PDF Documents conversion (to Text, HTML etc) as needed for ADA Compliance / Reader Compliance – Upto 2 years of documents only as required by Florida Statute
	Annual Maintenance (starts after initial compliance engagement quoted above section is complete): \$1350 / year (can be broken up into smaller monthly bills)

This proposal includes following points, stipulations terms and conditions:

*** (1) conference call or in person meetings per month with client to review metrics, results and monthly recaps **unless otherwise noted***

*** email and phone communication**

*** Anything out of the scope of work in the above proposal will be addressed and client will be immediately notified. After notification of additional work, a subsequent quote will be provided to cover that work.**

*** Client is responsible to adhering to timelines as far as information required to complete the task is concerned. If timelines are not adhered to and exceed 15 business days past the current marketing months, last day, all work will end. A new month with new allocated costs will be presented for future work to commence. No refunds and owed work will be due unless otherwise agreed upon. **An Invoice will be provided once signature approval of this project proposal. Payments will be made to VGLOBALECH****

*** Client is responsible for verifying quality of work, providing feedback, verifying that compliance has been met as required. VGlobalTech team shall not be responsible for any legal ramifications arising from work not done as per external agencies / organizations / associations needs if proper feedback is not provided by the customer. VGlobalTech's work will be in best faith but cannot guarantee all compliance / legal needs since we are not the SME's in the compliance area. VGlobalTech shall not be liable for any legal ramifications arising from compliance issues.**

Refund Policy: The client may halt work and request for a refund within seven days of the date of signing this services agreement by mailing a signed letter to the main address listed on www.VGlobalTech.com website. If client requests a refund within seven days of the date of signing their agreement they shall be liable to pay for all work completed and will be refunded the remaining balance of the initial payment if billable work has not exceeded a charge that would be greater than client's initial payment. If client requests a refund after the seven days from the date of the signing of the agreement client is liable to pay for all work completed plus an additional 25% of any remaining balance that may still be due. Once line item projects are complete no refunds will be issued. **Confidentiality:** All information between client and service provider inclusive of technical and business information relating to proprietary ideas, patentable ideas and/or trade secrets, existing and/or contemplated products and services, research and development, production, costs, profit and margin information, finances and financial projections, customers, clients, marketing, and current or future business plans and models, regardless of whether such information is designated as "Confidential Information" at the time of its disclosure and will be treated as such and with absolute confidentiality and will not be shared or used, which will be maintained at all times. The client is not allowed to disclose their price with any third parties. Doing so is in breach of this agreement. All information development will be shared and proprietary information and property between client and service providers.

4.0 Proposal Acceptance:

To accept these project, associated costs and conditions as listed above please sign and date below.

The VGlobalTech proposed solution and terms have been accepted by the customer and the VGlobalTech team can proceed with the project. All payments shall be made according to this agreement.

Select Proper Option Below, Sign and Date, Return to contact@vglobaltech.com:

☐ ***Section 3.1: One time (website conversion and compliance cost):***

☐ ***Section 3.1: One time (website conversion and compliance cost)***

+

Section 3.2 ADA Compliance Yearly Maintenance and Upgrade starting after initial conversion is completed (Annual Maintenance – It is critical to maintain compliance as websites get updated):

For Customer

Date

VB Joshi

For VGlobalTech

Date

5.0 References:

ADA Best Practices Tool Kit for State and Local Governments:

<https://www.ada.gov/pcatoolkit/chap5toolkit.htm>

U.S. Department of Justice, Civil Rights Division, Disability Rights Section

<https://www.ada.gov/websites2.htm>

Web design Standards: <https://www.w3schools.com/>

Web Content Accessibility Guidelines (WCAG) <https://www.w3.org/TR/WCAG21/>

VGlobalTech Web Content Accessibility Implementation and Checkpoints:

<http://vglobaltech.com/website-compliance/>



BBB Rating: A+

[Click for Profile](#)



VGlobalTech.com ~ Experience Innovation

Page 13 of 13

Your strategic partner for Web Design, Software, Marketing, and SEO solutions.

Call: 321-947-7777 | Email: contact@VGlobalTech.com

Private and Confidential Document. No part of this document shall be produced, sent, copied to any parties it is not intended for. It is intended for the entities listed clearly on this proposal. Any distribution without written consent shall be prosecuted.

SECTION VI

RESOLUTION 2019-14

A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE SHINGLE CREEK COMMUNITY DEVELOPMENT DISTRICT EXTENDING THE TERMS OF OFFICE OF ALL CURRENT SUPERVISORS TO COINCIDE WITH THE GENERAL ELECTION PURSUANT TO SECTION 190.006, FLORIDA STATUTES; PROVIDING FOR SEVERABILITY; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, the Shingle Creek Community Development District (the "District") is a local unit of special purpose government created and existing pursuant to Chapter 190, *Florida Statutes*; and

WHEREAS, the current members of the Board of Supervisors (the "Board") were elected by the landowners within the District based on a one acre/one vote basis; and

WHEREAS, Chapter 190, *Florida Statutes*, authorizes the Board to adopt a resolution extending or reducing the terms of office of Board members to coincide with the general election in November; and

WHEREAS, the Board of Supervisors finds that it is in the best interests of the District to adopt this Resolution extending the terms of office of all current Supervisors of the District.

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

SECTION 1. The following terms of office are hereby extended to coincide with the general election to be held in November of 2020:

Seat #3 (currently held by Adam Morgan)
Seat #4 (currently held by Mark Revell)
Seat #5 (currently held by Rob Bonin)

The following terms of office are hereby extended to coincide with the general election to be held in November of 2022:

Seat #1 (currently Vacant)
Seat #2 (currently held by Joe Catanzariti, Jr.)

SECTION 2. If any provision of this Resolution is held to be illegal or invalid, the other provisions shall remain in full force and effect.

SECTION 3. This Resolution shall become effective upon its passage and shall remain in effect unless rescinded or repealed.

PASSED AND ADOPTED this 3rd day of June, 2019.

ATTEST:

**SHINGLE CREEK COMMUNITY
DEVELOPMENT DISTRICT**

Print Name: _____
Secretary/Assistant Secretary

Print Name: _____
Chairperson/Vice Chairperson,
Board of Supervisors

SECTION VII

LATHAM, SHUKER, EDEN & BEAUDINE, LLP
ATTORNEYS AT LAW

MICHAEL J. BEAUDINE
MICHAEL G. CANDIOTTI
JAN A. CARPENTER
DANIEL H. COULTOFF
ANDREW C. D'ADESKY
MARIAE L. DORRIS
JENNIFER S. EDEN
DOROTHY F. GREEN
JOSHUA D. GROSSHANS
KATHRYN A. HUYNH

111 NORTH MAGNOLIA AVENUE, SUITE 1400
ORLANDO, FLORIDA 32801
POST OFFICE BOX 3353
ORLANDO, FLORIDA 32802
TELEPHONE: (407) 481-5800
FACSIMILE: (407) 481-5801
WWW.LSEBLAW.COM

BRUCE D. KNAPP
PETER G. LATHAM
JUSTIN M. LUNA
PATRICIA R. MCCONNELL
LORI T. MILVAIN
R. SCOTT SHUKER
JONATHAN A. STIMLER
CHRISTINA Y. TAYLOR
KRISTEN E. TRUCCO
DANIEL A. VELASQUEZ

EMAIL:
JCARPENTER@LSEBLAW.COM

May 6, 2019

Shingle Creek Community Development District
Board of Supervisors
c/o George Flint, District Manager
Governmental Management Services - Central Florida, LLC
135 W. Central Blvd., Suite 320
Orlando, Florida 32801

Dear Supervisors:

This letter is written to amend and update the first paragraph of Section 2 of our firm's engagement letter, for our services as District Counsel. Please note that we have not increased our legal rates since 2016. The rates set forth below are lower than our standard 2019 billing rates. We do not anticipate this change will affect the amount budgeted for legal fees for the District for the upcoming fiscal year.

2. LEGAL FEES

The Firm will receive compensation for work done in connection with the general counsel services provided at the following rates (beginning October 1, 2019):

For Services Rendered:

\$340.00 per hour for Attorney/Shareholders (a \$5.00/hr. increase)
\$250.00 per hour for Attorney/Non-Shareholders (a \$5.00/hr. increase)
\$105.00 per hour for Paralegals/Legal Assistants (no increase)

Our fees will be based upon the ethical rules governing our practice. The amount of each fee will be the fair value of the services provided, taking into account the time spent, the nature of the services performed, the expertise required, the size and scope of the matter, the results obtained, the emergency nature of any request for services by the District, and other relevant considerations. The District has retained the Firm to provide general legal representation in connection with the ongoing matters of the District. The District has not retained the Firm to provide legal representation or advice in any other areas of law unrelated to that representation (for example, we are not providing litigation, bankruptcy or bond counsel services at this time). Should the need for those services arise, we will

either refer the work, with your approval, to the attorneys in our Firm who handle that type of legal work and who will bill their services at their normal billing rates, or we will advise you to seek outside counsel to provide those specialized legal services. For services rendered by the Firm, fees invoiced to the District will be the Firm's internally established hourly rates for each of the Firm's attorneys and paralegals. These hourly rates may be adjusted from time to time as determined by the Firm, but no more than one time per year.

The terms and conditions of our prior engagement letter will remain in effect.

Very truly yours,

Latham, Shuker, Eden & Beaudine, LLP

By: 

Jan Albanese Carpenter, Esquire

ACKNOWLEDGED AND ACCEPTED BY:

SHINGLE CREEK COMMUNITY DEVELOPMENT DISTRICT

By: _____

Print: _____

Title: _____

Date: _____

SECTION VIII

Financial Report

September 30, 2018

Shingle Creek Community Development District

SHINGLE CREEK COMMUNITY DEVELOPMENT DISTRICT

TABLE OF CONTENTS

Year Ended September 30, 2018

	<u>Page</u>
I. Financial Section:	
Independent Auditor's Report	1
Management's Discussion and Analysis	3
Financial Statements:	
Government-Wide Financial Statements:	
Statement of Net Position	7
Statement of Activities	8
Fund Financial Statements:	
Balance Sheet - Governmental Funds	9
Statement of Revenues, Expenditures and Changes in Fund Balances - Governmental Funds	10
Reconciliation of the Statement of Revenues, Expenditures and Changes in Fund Balances of Governmental Funds to the Statement of Activities	11
Statement of Revenues, Expenditures and Changes in Fund Balance - Budget and Actual - General Fund	12
Notes to Financial Statements	13
II. Compliance Section:	
Independent Auditor's Report on Internal Control over Financial Reporting and on Compliance and Other Matters Based on an Audit of Financial Statements Performed in Accordance with <i>Government Auditing Standards</i>	25
Management Comments	27
Independent Auditor's Report on Compliance with the Requirements of Section 218.415, Florida Statutes	29

INDEPENDENT AUDITOR'S REPORT

To the Board of Supervisors
Shingle Creek Community Development District

Report on the Financial Statements

We have audited the accompanying financial statements of the governmental activities and each major fund of the *Shingle Creek Community Development District* (the "District"), as of and for the year ended September 30, 2018, and the related notes to the financial statements which collectively comprise the District's basic financial statements as listed in the table of contents.

Management's Responsibility for the Financial Statements

The District's management is responsible for the preparation and fair presentation of these financial statements in accordance with accounting principles generally accepted in the United States of America; this includes the design, implementation and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error.

Auditor's Responsibility

Our responsibility is to express opinions on these financial statements based on our audit. We conducted our audit in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free from material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditor's judgment, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the entity's preparation and fair presentation of the financial statements in order to design procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control. Accordingly, we express no such opinion. An audit also includes evaluating the appropriateness of accounting principles used and the reasonableness of significant accounting estimates made by management, as well as evaluating the overall presentation of the financial statements.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinions.

Opinions

In our opinion, the financial statements referred to above present fairly, in all material respects, the respective financial position of the governmental activities, and each major fund of the *Shingle Creek Community Development District*, as of September 30, 2018, and the respective changes in financial position thereof and the respective budgetary comparison for the General Fund for the year then ended in accordance with accounting principles generally accepted in the United States of America.

Other Matters

Required Supplementary Information

Accounting principles generally accepted in the United States of America require that the management's discussion and analysis starting on page 3, be presented to supplement the basic financial statements. Such information, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board, who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic or historical context. We have applied certain limited procedures to the required supplementary information in accordance with auditing standards generally accepted in the United States of America, which consisted of inquiries of management about the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We do not express an opinion or provide any assurance on the information because the limited procedures do not provide us with sufficient evidence to express an opinion or provide any assurance.

Other Reporting Required by Government Auditing Standards

In accordance with *Government Auditing Standards*, we have also issued a report dated May 13, 2019, on our consideration of the *Shingle Creek Community Development District's*, internal control over financial reporting and our tests of its compliance with certain provisions of laws, regulations, contracts, grant agreements and other matters. The purpose of that report is to describe the scope of our testing of internal control over financial reporting and compliance and the results of that testing, and not to provide an opinion on the internal control over financial reporting or on compliance. That report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the District's internal control over financial reporting and compliance.

McDiernit Davis & Company, LLC

Orlando, Florida
May 13, 2019

MANAGEMENT'S DISCUSSION AND ANALYSIS

Our discussion and analysis of the *Shingle Creek Community Development District* (the "District") financial accomplishments provide an overview of the District's financial activities for the year ended September 30, 2018. Please read it in conjunction with the District's Independent Auditor's Report, financial statements and accompanying notes.

This information is being presented to provide additional information regarding the activities of the District and to meet the disclosure requirements of Government Accounting Standards Board Statement (GASB) No. 34, *Basic Financial Statements - and Management's Discussion and Analysis - for State and Local Governments* issued June 1999.

Financial Highlights

- The assets of the District exceeded its liabilities at September 30, 2018 by \$46,567,017, a decrease of \$445,461 in comparison with the prior year.
- At September 30, 2018, the District's governmental funds reported a combined fund balance of \$1,986,169, a decrease of \$6,440,497 in comparison with the prior year.

Overview of the Financial Statements

This discussion and analysis is intended to serve as an introduction to the *Shingle Creek Community Development District's* financial statements. The District's financial statements comprise three components: 1) government-wide financial statements, 2) fund financial statements and 3) notes to financial statements.

Government-Wide Financial Statements

The government-wide financial statements are designed to provide readers with a broad overview of the District's finances, in a manner similar to a private-sector business.

The statement of net position presents information on all of the District's assets and liabilities, with the difference between the two reported as net position. Over time, increases or decreases in net position may serve as a useful indicator of whether the financial position of the District is improving or deteriorating.

The statement of activities presents information showing how the government's net position changed during the most recent fiscal year. All changes in net position are reported as soon as the underlying event giving rise to the change occurs, regardless of the timing of related cash flows. Thus, revenues and expenses are reported in this statement for some items that will only result in cash flows in future fiscal periods.

The government-wide financial statements include all governmental activities that are principally supported by special assessment revenues. The District does not have any business-type activities. The governmental activities of the District include general government and maintenance and operations related functions.

MANAGEMENT'S DISCUSSION AND ANALYSIS (CONTINUED)

Fund Financial Statements

A fund is a grouping of related accounts that is used to maintain control over resources that have been segregated for specific activities or objectives. The District, like other state and local governments, uses fund accounting to ensure and demonstrate compliance with finance-related legal requirements. The District has one fund category: Governmental Funds.

Governmental Funds - Governmental funds are used to account for essentially the same functions reported as governmental activities in the government-wide financial statements. However, unlike the government-wide financial statements, governmental fund financial statements focus on near-term inflows and outflows of spendable resources, as well as on balances of spendable resources available at the end of the fiscal year. Such information may be useful in evaluating a District's near-term financing requirements.

Because the focus of governmental funds is narrower than that of the government-wide financial statements, it is useful to compare the information presented for governmental funds with similar information presented for governmental activities in the government-wide financial statements. By doing so, readers may better understand the long-term impact of the government's near-term financing decisions. Both the governmental fund balance sheet and the governmental fund statement of revenues, expenditures and changes in fund balances provide a reconciliation to facilitate this comparison between governmental funds and governmental activities.

The District maintains three individual governmental funds. Information is presented separately in the governmental fund balance sheet and the governmental fund statement of revenues, expenditures and changes in fund balances for the general fund, debt service fund and capital projects fund, all of which are considered to be major funds.

The District adopts an annual appropriated budget for its general fund. A budgetary comparison schedule has been provided for the general fund to demonstrate compliance with the budget.

Notes to Financial Statements

The notes provide additional information that is essential to a full understanding of the data provided in the government-wide and fund financial statements.

Government-Wide Financial Analysis

Statement of Net Position - The District's net position was \$46,567,017 at September 30, 2018. The following analysis focuses on the net position of the District's governmental activities.

MANAGEMENT'S DISCUSSION AND ANALYSIS (CONTINUED)

Government-Wide Financial Analysis (Continued):

Shingle Creek Community Development District Statement of Net Position

	September 30, 2018	September 30, 2017
Assets, excluding capital assets	\$ 1,997,062	\$ 8,453,430
Capital Assets, net of depreciation	65,523,056	59,883,848
Total assets	<u>67,520,118</u>	<u>68,337,278</u>
Liabilities, excluding long-term liabilities	452,561	473,870
Long-term Liabilities	<u>20,500,540</u>	<u>20,850,930</u>
Total liabilities	<u>20,953,101</u>	<u>21,324,800</u>
Net Position:		
Net investment in capital assets	45,033,268	45,537,878
Restricted for debt service	1,199,438	1,176,121
Unrestricted	<u>334,311</u>	<u>298,479</u>
Total net position	<u><u>\$ 46,567,017</u></u>	<u><u>\$ 47,012,478</u></u>

The following is a summary of the District's governmental activities for the fiscal years ended September 30, 2018 and 2017.

Changes in Net Position Year ended September 30,

	2018	2017
Revenues:		
Program revenues	\$ 1,865,531	\$ 1,864,891
Total revenues	<u>1,865,531</u>	<u>1,864,891</u>
Expenses:		
General government	115,505	123,637
Maintenance and operations	1,124,786	1,067,520
Interest on long-term debt	<u>1,070,701</u>	<u>1,083,706</u>
Total expenses	<u>2,310,992</u>	<u>2,274,863</u>
Change in net position	(445,461)	(409,972)
Net position - beginning of year	<u>47,012,478</u>	<u>47,422,450</u>
Net position - ending	<u><u>\$ 46,567,017</u></u>	<u><u>\$ 47,012,478</u></u>

MANAGEMENT'S DISCUSSION AND ANALYSIS (CONTINUED)

Government-Wide Financial Analysis (Continued):

As noted above and in the statement of activities, the cost of all governmental activities during the year ended September 30, 2018 was \$2,310,992. The majority of these costs are comprised of maintenance and operations and interest on long-term debt.

Financial Analysis of the Government's Funds

The District uses fund accounting to ensure and demonstrate compliance with finance related legal requirements. The focus of the District's governmental funds is to provide information on near-term inflows, outflows and balances of spendable resources. Such information is useful in assessing the District's financing requirements. In particular, unassigned fund balance may serve as a useful measure of a government's net resources available for spending at the end of the fiscal year. At September 30, 2018, the District's governmental funds reported combined ending fund balances of \$1,986,169. Of this total, \$19,653 is nonspendable, \$1,651,858 is restricted and \$314,658 is unassigned.

The fund balance of the general fund increased \$35,832 due to special assessment revenue exceeding expenditures. The debt service fund balance increased \$17,879. The capital projects fund decreased \$6,494,208 due to capital outlay expenditures.

General Fund Budgetary Highlights

An operating budget was adopted and maintained by the governing board for the District pursuant to the requirements of Florida Statutes. The budget is adopted using the same basis of accounting that is used in preparation of the fund financial statements. There were no amendments to the September 30, 2018 general fund budget. The legal level of budgetary control is at the fund level.

Capital Asset and Debt Administration

Capital Assets - At September 30, 2018, the District had \$65,523,056 invested in infrastructure, net of accumulated depreciation. More detailed information about the District's capital assets is presented in the notes to the financial statements.

Capital Debt - At September 30, 2018, the District had \$20,760,000 in bonds outstanding. More detailed information about the District's capital debt is presented in the notes to the financial statements.

Requests for Information

If you have questions about this report or need additional financial information, contact the *Shingle Creek Community Development District's* Finance Department at 135 W. Central Blvd, Suite 320, Orlando, Florida 32801.

FINANCIAL STATEMENTS

SHINGLE CREEK COMMUNITY DEVELOPMENT DISTRICT

STATEMENT OF NET POSITION

September 30, 2018

	Governmental Activities
Assets:	
Cash	\$ 319,378
Assessments receivable	88,299
Receivables	3,400
Prepaid costs	19,653
Restricted assets:	
Temporarily restricted investments	1,566,332
Capital assets:	
Capital assets not being depreciated	42,247,326
Capital assets being depreciated, net	<u>23,275,730</u>
Total assets	<u>67,520,118</u>
Liabilities:	
Accounts payable and accrued expenses	10,893
Accrued interest payable	441,668
Noncurrent liabilities:	
Due within one year	370,000
Due in more than one year	<u>20,130,540</u>
Total liabilities	<u>20,953,101</u>
Net Position:	
Net investment in capital assets	45,033,268
Restricted for debt service	1,199,438
Unrestricted	<u>334,311</u>
Net position	<u><u>\$ 46,567,017</u></u>

The accompanying Notes to Financial Statements are an integral part of this statement.

SHINGLE CREEK COMMUNITY DEVELOPMENT DISTRICT

STATEMENT OF ACTIVITIES

Year Ended September 30, 2018

<u>Functions/Programs</u>	<u>Expenses</u>	<u>Program Revenue</u>			Net (Expense)
		<u>Charges for Services</u>	<u>Operating Grants and Contributions</u>	<u>Capital Grants and Contributions</u>	<u>Revenue and Changes in Net Position</u>
					<u>Governmental Activities</u>
Governmental activities:					
General government	115,505	33,838	\$ -	\$ -	\$ (81,667)
Physical environment	1,124,786	329,511	-	-	(795,275)
Interest on long-term debt	1,070,701	1,423,723	20,685	57,774	431,481
Total governmental activities	<u>\$ 2,310,992</u>	<u>\$ 1,787,072</u>	<u>\$ 20,685</u>	<u>\$ 57,774</u>	<u>(445,461)</u>
General Revenues:					<u>-</u>
Change in net position					(445,461)
Net Position - beginning					<u>47,012,478</u>
Net Position - ending					<u>\$ 46,567,017</u>

The accompanying Notes to Financial Statements are an integral part of this statement.

SHINGLE CREEK COMMUNITY DEVELOPMENT DISTRICT

BALANCE SHEET
GOVERNMENTAL FUNDS

September 30, 2018

	<u>General</u>	<u>Debt Service</u>	<u>Capital Projects</u>	<u>Total Governmental Funds</u>
Assets:				
Cash	\$ 319,378	\$ -	\$ -	\$ 319,378
Investments	-	1,554,483	11,849	1,566,332
Accounts receivable	3,400	-	-	3,400
Assessments receivable	1,676	86,623	-	88,299
Prepaid costs	19,653	-	-	19,653
Total assets	<u>\$ 344,107</u>	<u>\$ 1,641,106</u>	<u>\$ 11,849</u>	<u>\$ 1,997,062</u>
Liabilities and Fund Balances:				
Liabilities:				
Accounts payable and accrued expenses	<u>\$ 9,796</u>	<u>\$ -</u>	<u>\$ 1,097</u>	<u>\$ 10,893</u>
Total liabilities	<u>9,796</u>	<u>-</u>	<u>1,097</u>	<u>10,893</u>
Fund Balances:				
Nonspendable	19,653	-	-	19,653
Restricted for:				
Debt service	-	1,641,106	-	1,641,106
Capital projects	-	-	10,752	10,752
Unassigned	<u>314,658</u>	<u>-</u>	<u>-</u>	<u>314,658</u>
Unreserved, reported in non-major:				
Total fund balances	<u>334,311</u>	<u>1,641,106</u>	<u>10,752</u>	<u>1,986,169</u>
Total liabilities and fund balances	<u>\$ 344,107</u>	<u>\$ 1,641,106</u>	<u>\$ 11,849</u>	

Amounts reported for Governmental Activities in the Statement of Net Position are different because:

Capital Assets used in Governmental Activities are not financial resources and therefore are not reported in the funds. 65,523,056

Liabilities not due and payable from current available resources are not reported in governmental fund statements. All liabilities, both current and long-term, are reported in the government-wide statements.

Accrued interest payable	(441,668)	
Bonds payable	<u>(20,500,540)</u>	<u>(20,942,208)</u>
Net Position of Governmental Activities		<u>\$ 46,567,017</u>

The accompanying Notes to Financial Statements are an integral part of this statement.

SHINGLE CREEK COMMUNITY DEVELOPMENT DISTRICT

STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCES
GOVERNMENTAL FUNDS

Year Ended September 30, 2018

	<u>General</u>	<u>Debt Service</u>	<u>Capital Projects</u>	<u>Total Governmental Funds</u>
Revenues:				
Special assessments	\$ 363,349	\$ 1,423,723	\$ -	\$ 1,787,072
Investment income	-	20,685	57,774	78,459
Total revenues	<u>363,349</u>	<u>1,444,408</u>	<u>57,774</u>	<u>1,865,531</u>
Expenditures:				
Current:				
General government	115,505	-	-	115,505
Maintenance and operations	212,012	-	-	212,012
Debt service:				
Interest	-	1,066,529	-	1,066,529
Principal	-	360,000	-	360,000
Capital outlay	-	-	6,551,982	6,551,982
Total expenditures	<u>327,517</u>	<u>1,426,529</u>	<u>6,551,982</u>	<u>8,306,028</u>
Net change in fund balances	35,832	17,879	(6,494,208)	(6,440,497)
Fund Balances - beginning of year	<u>298,479</u>	<u>1,623,227</u>	<u>6,504,960</u>	<u>8,426,666</u>
Fund Balances - end of year	<u>\$ 334,311</u>	<u>\$ 1,641,106</u>	<u>\$ 10,752</u>	<u>\$ 1,986,169</u>

The accompanying Notes to Financial Statements are an integral part of this statement.

SHINGLE CREEK COMMUNITY DEVELOPMENT DISTRICT

**RECONCILIATION OF THE STATEMENT OF REVENUES, EXPENDITURES AND
CHANGES IN FUND BALANCES OF GOVERNMENTAL FUNDS TO THE
STATEMENT OF ACTIVITIES**

Year Ended September 30, 2018

Amounts reported for Governmental Activities in the Statement of Activities are different because:

Net change in fund balances - total governmental funds (page 10)	\$ (6,440,497)
--	----------------

Governmental funds report outlays for capital assets as expenditures because such outlays use current financial resources; however, in the statement of net position the cost of those assets is recorded as capital assets. Depreciation on capital assets is not recognized in the fund statements but is reported as an expense in the statement of activities:

Capital outlay	\$ 6,551,982	
Depreciation expense	<u>(912,774)</u>	5,639,208

Repayments of long-term liabilities are reported as expenditures in governmental funds, while repayments reduce long-term liabilities in the statement of net position.	360,000
---	---------

Some expenses reported in the statement of activities do not require the use of current financial resources and, therefore, are not reported as expenditures in governmental funds.

Change in accrued interest	5,438	
Amortization of bond discount	<u>(9,610)</u>	<u>(4,172)</u>
Change in Net Position of Governmental Activities (page 8)		<u><u>\$ (445,461)</u></u>

The accompanying Notes to Financial Statements are an integral part of this statement.

SHINGLE CREEK COMMUNITY DEVELOPMENT DISTRICT

STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCE
BUDGET AND ACTUAL - GENERAL FUND

Year Ended September 30, 2018

	Budgeted Amounts		Actual Amounts	Variance with Final Budget Positive (Negative)
	Original	Final		
Revenues:				
Special Assessments	\$ 359,955	\$ 359,955	\$ 363,349	\$ 3,394
Total revenues	359,955	359,955	363,349	3,394
Expenditures:				
Current:				
General government	132,275	132,275	115,505	16,770
Maintenance and operations	227,680	227,680	212,012	15,668
Total expenditures	359,955	359,955	327,517	32,438
Excess (Deficit) of Revenues Over Expenditures	-	-	35,832	35,832
Net change in fund balance	-	-	35,832	35,832
Fund Balance - beginning	298,479	298,479	298,479	-
Fund Balance - ending	<u>\$ 298,479</u>	<u>\$ 298,479</u>	<u>\$ 334,311</u>	<u>\$ 35,832</u>

The accompanying Notes to Financial Statements are an integral part of this statement.

NOTES TO FINANCIAL STATEMENTS

SHINGLE CREEK COMMUNITY DEVELOPMENT DISTRICT

NOTES TO FINANCIAL STATEMENTS

Year Ended September 30, 2018

Note 1 - Summary of Significant Accounting Policies:

Reporting Entity

The *Shingle Creek Community Development District*, (the "District") was established by Osceola County Ordinance #05-15 enacted on May 23, 2005 pursuant to the Uniform Community Development District Act of 1980, otherwise known as Chapter 190, Florida Statutes. The Act provides, among other things, the power to manage basic services for community development, the power to borrow money and issue bonds, and the power to levy and collect non-ad valorem assessments for the financing and delivery of capital infrastructure. The District was established for the purpose of financing and managing the acquisition, construction, maintenance and operation of a portion of the infrastructure necessary for community development within the District.

The District is governed by the Board of Supervisors (the "Board"), which is composed of five members. At present, the Supervisors are elected on an at large basis by the owners of the property within the District. The Board of Supervisors of the District exercises all powers granted to the District pursuant to Chapter 190, Florida Statutes. At September 30, 2018, most of the Board of Supervisors are affiliated with the Developer, LEN OT Holdings, LLC (Lennar). The District is economically dependent on the Developer.

The Board has the final responsibility for, among other things:

1. Allocating and levying assessments.
2. Approving budgets.
3. Exercising control over facilities and properties.
4. Controlling the use of funds generated by the District.
5. Approving the hiring and firing of key personnel.
6. Financing improvements.

The financial statements were prepared in accordance with Governmental Accounting Standards Board ("GASB") Statements 14, 39 and 61. Under the provisions of those standards, the financial reporting entity consists of the primary government, organizations for which the District Board of Supervisors is considered to be financially accountable, and other organizations for which the nature and significance of their relationship with the District are such that, if excluded, the financial statements of the District would be considered incomplete or misleading. There are no entities considered to be component units of the District; therefore, the financial statements include only the operations of the District.

SHINGLE CREEK COMMUNITY DEVELOPMENT DISTRICT

NOTES TO FINANCIAL STATEMENTS (CONTINUED)

Year Ended September 30, 2018

Note 1 - Summary of Significant Accounting Policies (Continued):

Government-Wide and Fund Financial Statements

The financial statements include both government-wide and fund financial statements.

The government-wide financial statements (i.e., the statement of net position and the statement of activities) report information on all of the non-fiduciary activities of the primary government. For the most part, the effect of interfund activity has been removed from these statements.

The statement of activities demonstrates the degree to which the direct expenses of a given function or segment is offset by program revenues. *Direct expenses* are those that are clearly identifiable with a specific function or segment. *Program revenues* include 1) charges to customers who purchase, use, or directly benefit from goods, services or privileges provided by a given function or segment and 2) grants, contributions and investment income that are restricted to meeting the operational or capital requirements of a particular function or segment and 3) operating-type special assessments that are treated as charges for services (including assessments for maintenance and debt service). Other items not included among program revenues are reported instead as *general revenues*.

Measurement Focus, Basis of Accounting and Financial Statement Presentation

The government-wide financial statements are reported using the *economic resources measurement* focus and the *accrual basis of accounting*. Revenues are recorded when earned and expenses are recorded when a liability is incurred, regardless of the timing of related cash flows. Assessments are recognized as revenues in the year for which they are levied. Grants and similar items are recognized as revenues as soon as all eligibility requirements imposed by the provider have been met.

Governmental fund financial statements are reported using the *current financial resources measurement focus* and the modified *accrual basis of accounting*. Revenues are recognized as soon as they are both measurable and available. Revenues are considered to be *available* when they are collectible within the current period or soon enough thereafter to pay liabilities of the current period. For this purpose, the District considers revenues to be available if they are collected within 60 days of the end of the current fiscal period. Expenditures are recorded when a liability is incurred, as under accrual accounting; however, debt service expenditures are recorded only when payment is due.

Assessments, including debt service assessments and operation and maintenance assessments, are non-ad valorem assessments imposed on all lands located within the District and benefited by the District's activities. Operation and maintenance assessments are levied by the District prior to the start of the fiscal year which begins October 1st and ends on September 30th. These assessments are imposed upon all benefited lands located in the District. Debt service special assessments are imposed upon certain lots and lands as described in each resolution imposing the special assessment for each series of bonds issued by the District. Certain debt service assessments are collected upon the closing of those lots subject to short term debt and are used to prepay a portion of the bonds outstanding.

SHINGLE CREEK COMMUNITY DEVELOPMENT DISTRICT

NOTES TO FINANCIAL STATEMENTS (CONTINUED)

Year Ended September 30, 2018

Note 1 - Summary of Significant Accounting Policies (Continued):

Measurement Focus, Basis of Accounting and Financial Statement Presentation (Continued):

Assessments and interest associated with the current fiscal period are all considered to be susceptible to accrual and so have been recognized as revenues of the current fiscal period. Only the portion of assessments receivable due within the current fiscal period is considered to be susceptible to accrual as revenue of the current period. All other revenue items are considered to be measurable and available only when cash is received by the District.

The District reports the following major governmental funds:

General Fund - is the District's primary operating fund. It accounts for all financial resources of the general government, except those required to be accounted for in another fund.

Debt Service Fund - accounts for the accumulation of resources for the annual payment of principal and interest on long-term debt.

Capital Projects Fund - accounts for the accumulation of resources to be used in the acquisition or construction of major infrastructure within the District.

As a general rule, the effect of interfund activity has been eliminated from the government-wide financial statements. When both restricted and unrestricted resources are available for use, it is the District's policy to use restricted resources first, then unrestricted resources as they are needed.

Assets, Liabilities, Deferred Outflows/Inflows of Resources and Net Position/Fund Balance

Restricted Assets - These assets represent cash and investments set aside pursuant to bond covenants.

Deposits and Investments - The District's cash and cash equivalents are considered to be cash on hand and demand deposits.

Investments of the District are reported at fair value and are categorized within the fair value hierarchy established in accordance with GASB Statement No. 72, *Fair Value Measurement and Application*. The District's investments consist of investments authorized in accordance with Section 218.415, Florida Statutes.

Prepaid Items - Certain payments to vendors reflect costs applicable to future accounting periods and are recorded as prepaid items in both government-wide and fund financial statements.

SHINGLE CREEK COMMUNITY DEVELOPMENT DISTRICT

NOTES TO FINANCIAL STATEMENTS (CONTINUED)

Year Ended September 30, 2018

Note 1 - Summary of Significant Accounting Policies (Continued):

Assets, Liabilities, Deferred Outflows/Inflows of Resources and Net Position/Fund Balance (Continued):

Capital Assets - Capital assets, which include property, plant, equipment and infrastructure assets (e.g., utilities system, stormwater system, landscaping and similar items), are reported in the applicable governmental activities column in the government-wide financial statements. Capital assets are defined by the government as assets with an initial, individual cost of more than \$5,000 and an estimated useful life in excess of two years. Such assets are recorded at historical cost or estimated historical cost if purchased or constructed. Donated capital assets are recorded at acquisition value at the date of donation.

The costs of normal maintenance and repairs that do not add to the value of the asset or materially extend assets lives are not capitalized. Major outlays for capital assets and improvements are capitalized as projects are constructed.

Property, plant and equipment of the District are depreciated using the straight-line method over the following estimated useful lives:

Assets	Years
Infrastructure	30

Long Term Obligations - In the government-wide financial statements, long-term debt and other long-term obligations are reported as liabilities in the statement of net position. Bond premiums and discounts are deferred and amortized over the life of the bonds using the straight-line method. Bonds payable are reported net of premiums or discounts.

In the fund financial statements, governmental fund types recognize bond premiums and discounts, as well as bond issuance costs, during the current period. The face amount of debt issued is reported as other financing sources. Premiums received on debt issuances are reported as other financing sources while discounts on debt issuances are reported as other financing uses. Issuance costs, whether or not withheld from the actual debt proceeds received, are reported as expenditures.

Deferred Outflows/Inflows of Resources - In addition to assets, the statement of financial position will sometimes report a separate section for deferred outflows of resources. This separate financial statement element, *deferred outflows of resources*, represents a consumption of net position that applies to a future period(s) and so will not be recognized as an outflow of resources (expense/expenditure) until then. The District does not have any item that qualifies for reporting in this category for the year ended September 30, 2018.

NOTES TO FINANCIAL STATEMENTS (CONTINUED)

Year Ended September 30, 2018

Note 1 - Summary of Significant Accounting Policies (Continued):

Assets, Liabilities, Deferred Outflows/Inflows of Resources and Net Position/Fund Balance (Continued):

Deferred Outflows/Inflows of Resources (Continued) - In addition to liabilities, the statement of financial position will sometimes report a separate section for deferred inflows of resources. This separate financial statement element, *deferred inflows of resources*, represents an acquisition of net position that applies to a future period(s) and so will not be recognized as an inflow of resources (revenue) until that time. The District does not have any item that qualifies for reporting in this category for the year ended September 30, 2018.

Net Position Flow Assumption - Sometimes the District will fund outlays for a particular purpose from both restricted and unrestricted resources. In order to calculate the amounts to report as restricted net position and unrestricted net position in the government-wide financial statements, a flow assumption must be made about the order in which the resources are considered to be applied. It is the District's policy to consider restricted net position to have been depleted before unrestricted net position is applied.

Fund Balance Policies - Fund balance of governmental funds is reported in various categories based on the nature of any imitations requiring the use of resources for specific purposes. The District itself can establish limitations on the use of resources through either commitment (committed fund balance) or an assignment (assigned fund balance).

The committed fund balance classification includes fund balance amounts that can be used only for the specific purposes determined by a formal action of the government's highest level of decision-making authority. The Board of Supervisors is the highest level of decision-making authority for the government that can, by adoption of an ordinance or resolution prior to the end of the fiscal year, commit fund balance. Once adopted, the limitation imposed by the ordinance or resolution remains in place until a similar action is taken to remove or revise the limitation.

Amounts in the assigned fund balance classification are intended to be used by the government for specific purposes but do not meet the criteria to be classified as committed. The Board of Supervisors has authorized the District Manager to assign amounts for specific purposes. The Board of Supervisors may also assign fund balance as it does when appropriating fund balance to cover a gap between estimated revenue and appropriations in the subsequent year's appropriated budget. Unlike commitments, assignments generally only exist temporarily. In other words, an additional action does not normally have to be taken for the removal of an assignment. Conversely, as discussed above an additional action is essential to either remove or revise a commitment.

Other Disclosures

Use of Estimates - The preparation of financial statements in conformity with generally accepted accounting principles requires management to make estimates and assumptions that affect the reported amounts of assets and liabilities, and disclosure of contingent assets and liabilities at the date of the financial statements, and the reported amounts of revenues and expenditures during the reporting period. Actual results could differ from those estimates.

SHINGLE CREEK COMMUNITY DEVELOPMENT DISTRICT

NOTES TO FINANCIAL STATEMENTS (CONTINUED)

Year Ended September 30, 2018

Note 2 - Stewardship, Compliance and Accountability:

Budgetary Information

The District is required to establish a budgetary system and an approved annual budget for the General Fund. Annual budgets are adopted on a basis consistent with accounting principles generally accepted in the United States of America. All annual appropriations lapse at the fiscal year end. The legal level of budgetary control is at the fund level. Any budget amendments that increase the aggregate budgeted appropriations, at the fund level, must be approved by the Board of Supervisors.

The District follows these procedures in establishing the budgetary data reflected in the financial statements.

1. Each year the District Manager submits to the District Board proposed budgets for the fiscal year commencing the following October 1.
2. A public hearing is conducted to obtain public comments.
3. Prior to October 1, the budget is legally adopted by the District Board.
4. Subject to certain limited exceptions set forth in the District's appropriation resolutions adopted each year, all budget changes must be approved by the District Board.
5. The budgets are adopted on a basis consistent with accounting principles generally accepted in the United States of America.

Note 3 - Deposits and Investments:

Deposits

The District's cash balances were entirely covered by federal depository insurance or by a collateral pool pledged to the State Treasurer. Florida Statutes Chapter 280, "Florida Security for Public Deposits Act", requires all qualified depositories to deposit with the Treasurer or another banking institution eligible collateral equal to various percentages of the average daily balance for each month of all public deposits in excess of any applicable deposit insurance held. The percentage of eligible collateral (generally, U.S. Governmental and agency securities, state or local government debt, or corporate bonds) to public deposits is dependent upon the depository's financial history and its compliance with Chapter 280. In the event of a failure of a qualified public depository, the remaining public depositories would be responsible for covering any resulting losses.

SHINGLE CREEK COMMUNITY DEVELOPMENT DISTRICT

NOTES TO FINANCIAL STATEMENTS (CONTINUED)

Year Ended September 30, 2018

Note 3 - Deposits and Investments (Continued):

Investments

The District categorizes its fair value measurements within the fair value hierarchy established by generally accepted accounting principles. The fair value is the price that would be received to sell an asset, or paid to transfer a liability, in an orderly transaction between market participants at the measurement date. The hierarchy is based on the valuation inputs used to measure the fair value of the asset.

Under GASB 72, assets or liabilities are classified into one of three levels. Level 1 is the most reliable and is based on quoted price for identical assets, or liabilities, in an active market. Level 2 uses significant other observable inputs when obtaining quoted prices for identical or similar assets, or liabilities, in markets that are not active. Level 3 is the least reliable, and uses significant unobservable inputs that uses the best information available under the circumstances, which includes the District's own data in measuring unobservable inputs.

The District has the following recurring fair value measurements as of September 30, 2018:

- Fidelity Government Portfolio Fund of \$1,566,332 are valued using Level 2 inputs.

The District's investment policy is governed by State Statutes and the District Trust Indenture. This policy allows investments in any financial institution that is a qualified public depository of the State of Florida as identified by the State Treasurer, in accordance with Chapter 280 of the Florida Statutes. Authorized investments are:

1. The State Board of Administration Local Government Investment Pool (SBA);
2. Securities and Exchange Commission Registered Money Market Funds with the highest credit quality rating from a nationally recognized rating agency;
3. Interest-bearing savings accounts and certificates of deposit in state-certified qualified public depositories;
4. Direct obligations of the U.S. Treasury.

Investment Type	Fair Value	Credit Rating	Weighted Average Maturity
Fidelity Government Portfolio Fund	<u>\$ 1,566,332</u>	AAAm	36 Days

NOTES TO FINANCIAL STATEMENTS (CONTINUED)

Year Ended September 30, 2018

Note 3 - Deposits and Investments (Continued):

Credit Risk:

The District's investment policy limits credit risk by restricting authorized investments to those described. Investments in U.S. Government securities and agencies must be backed by the full faith and credit of the United States Government. Short term bond funds shall be rated by a nationally recognized ratings agency and shall maintain the highest credit quality rating.

Custodial Credit Risk:

In the case of deposits, this is the risk that, in the event of a bank failure, the District's deposits may not be returned to it. The District's investment policy requires that bank deposits be secured as provided by Chapter 280, Florida Statutes. This law requires local governments to deposit funds only in financial institutions designated as qualified public depositories by the Chief Financial Officer of the State of Florida, and creates the Public Deposits Trust Fund, a multiple financial institution pool with the ability to assess its member financial institutions for collateral shortfalls if a default or insolvency has occurred. At September 30, 2018, all of the District's bank deposits were in qualified public depositories.

For an investment, this is the risk that, in the event of the failure of the counterparty, the government will not be able to recover the value of its investments or collateral securities that are in the possession of an outside party. At September 30, 2018, none of the investments listed are exposed to custodial credit risk because their existence is not evidenced by securities that exist in physical or book entry form.

Concentration of Credit Risk:

The District's investment policy does not specify limits on the amount the District may invest in any one issuer.

Interest Rate Risk:

The District's investment policy does not specifically address interest rate risk; however, the general investment policy is to apply the prudent-person rule: Investments are made as a prudent person would be expected to act, with discretion and intelligence, to seek reasonable income, preserve capital, and in general, avoid speculative investments. The District manages its exposure to declines in fair values by investing primarily in pooled investments that have a weighted average maturity of less than three months.

SHINGLE CREEK COMMUNITY DEVELOPMENT DISTRICT

NOTES TO FINANCIAL STATEMENTS (CONTINUED)

Year Ended September 30, 2018

Note 4 - Capital Assets:

Capital asset activity for the year ended September 30, 2018 was as follows:

	Beginning Balance	Additions	Disposals	Ending Balance
Governmental Activities:				
Capital Assets, not being depreciated:				
Land and land improvements	\$ 22,315,159	\$ -	\$ -	\$ 22,315,159
Infrastructure under construction	13,380,185	6,551,982	-	19,932,167
Total capital assets, not being depreciated	35,695,344	6,551,982	-	42,247,326
Capital Assets Being Depreciated:				
Infrastructure	27,383,213	-	-	27,383,213
Total capital assets, being depreciated	27,383,213	-	-	27,383,213
Less Accumulated Depreciation for:				
Infrastructure	(3,194,709)	(912,774)	-	(4,107,483)
Total accumulated depreciation	(3,194,709)	(912,774)	-	(4,107,483)
Total capital assets being depreciated, net	24,188,504	(912,774)	-	23,275,730
Governmental activities capital assets, net	\$ 59,883,848	\$ 5,639,208	\$ -	\$ 65,523,056

Depreciation expense for 2018 in the amount of \$912,774 was charged to maintenance and operations.

Note 5 - Long-Term Liabilities:**Series 2015 Bonds**

In May 2015, the District issued \$21,465,000 of Special Assessment Bonds, Series 2015. The Series 2015 Bonds are due on November 1, 2045 with a fixed interest rate between 3.625% and 5.4%. The Bonds were issued to finance the acquisition and construction of certain improvements for the benefit of the property within the District and pay certain bond issuance costs. Interest is paid semiannually on each May 1 and November 1, commencing on November 1, 2015. Principal on the Series 2015 Bonds is due in annual installments through November 1, 2045.

In a previous year, an entity affiliated with the Developer acquired a previous Bond Series (2006 Bonds), in a variety of transactions. As a condition to closing on the Series 2015 Bonds, the outstanding balance of the Series 2006 Bonds totaling \$69.7 million was cancelled and liens against Series 2006 special assessments was released.

SHINGLE CREEK COMMUNITY DEVELOPMENT DISTRICT

NOTES TO FINANCIAL STATEMENTS (CONTINUED)

Year Ended September 30, 2018

Note 5 - Long-Term Liabilities (Continued):**Series 2015 Bonds (Continued)**

The Bonds are subject to extraordinary mandatory redemption prior to their selected maturity in the manner determined by the Bond Registrar if certain events occurred as outlined in the Bond Indenture.

The Bond Indentures require that the District maintain adequate funds in a reserve account to meet the debt service reserve requirement as defined in the Indenture. This requirement has been met at September 30, 2018.

The Bond Indentures have certain restrictions and requirements relating principally to the use of proceeds to pay for the infrastructure improvements and the procedures to be followed by the District on assessments to property owners. The District agreed to levy special assessments in annual amounts adequate to provide payment of debt service and to meet the reserve requirements. The District is in compliance with the requirements of the Bond Indenture.

Total principal and interest remaining on the Series 2015 Bonds at September 30, 2018 is \$39,535,062. For the year ended September 30, 2018, principal and interest of \$1,426,529 was paid. Total special assessment revenue pledged was \$1,423,723.

Long-term debt activity for the year ended September 30, 2018 was as follows:

	<u>Beginning Balance</u>	<u>Increases</u>	<u>Decreases</u>	<u>Ending Balance</u>	<u>Due Within One Year</u>
Governmental activities:					
Bonds Payable:					
Series 2015	\$ 21,120,000	\$ -	\$ (360,000)	\$ 20,760,000	\$ 370,000
Bond discount	(269,070)	-	9,610	(259,460)	-
Governmental activity long-term liabilities	<u>\$ 20,850,930</u>	<u>\$ -</u>	<u>\$ (350,390)</u>	<u>\$ 20,500,540</u>	<u>\$ 370,000</u>

SHINGLE CREEK COMMUNITY DEVELOPMENT DISTRICT

NOTES TO FINANCIAL STATEMENTS (CONTINUED)

Year Ended September 30, 2018

Note 5 - Long-Term Liabilities (Continued):

At September 30, 2018, the scheduled debt service requirements on the bonds payable were as follows:

Year Ending September 30,	Governmental Activities	
	Principal	Interest
2019	\$ 370,000	\$ 1,053,298
2020	385,000	1,039,614
2021	400,000	1,025,386
2022	415,000	1,008,798
2023	430,000	989,785
2024 - 2028	2,465,000	4,626,847
2029 - 2033	3,155,000	3,924,609
2034 - 2038	4,040,000	3,006,395
2039 - 2043	5,235,000	1,779,975
2044 - 2046	3,865,000	320,355
	<u>\$ 20,760,000</u>	<u>\$ 18,775,062</u>

Note 6 - Related Party Transaction:Assessments from Developer:

The Developer owns a portion of land within the District; therefore, assessment revenue in the general and debt service funds include the assessments levied on those lots owned by the Developer. In the current year, special assessment revenue and contributions from the Developer was approximately \$1,038,000, 58% of total special assessment revenue.

Concentrations:

A significant portion of the District's activity is dependent upon the continued involvement of the Developer, the loss of which could have a material adverse effect on the District's operations.

Note 7 - Management Company:

The District has contracted with a management company to perform management consulting services, which include financial consulting and accounting services. Certain employees of the management company also serve as officers (Board appointed non-voting positions) of the District. Under the agreement, the District compensates the management company for management, accounting, financial reporting and other administrative costs.

SHINGLE CREEK COMMUNITY DEVELOPMENT DISTRICT

NOTES TO FINANCIAL STATEMENTS (CONTINUED)

Year Ended September 30, 2018

Note 8 - Risk Management:

The District is exposed to various risks of loss related to torts; theft of, damage to, and destruction of assets; errors and omissions; and natural disasters. These risks are covered by commercial insurance from independent third parties. The District has not filed any claims under this commercial coverage during the last three years.

COMPLIANCE SECTION

**INDEPENDENT AUDITOR'S REPORT ON INTERNAL CONTROL OVER FINANCIAL
REPORTING AND ON COMPLIANCE AND OTHER MATTERS BASED ON AN AUDIT
OF FINANCIAL STATEMENTS PERFORMED IN ACCORDANCE
WITH GOVERNMENT AUDITING STANDARDS**

To the Board of Supervisors
Shingle Creek Community Development District

We have audited, in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards* issued by the Comptroller General of the United States, the financial statements of the governmental activities and each major fund of the *Shingle Creek Community Development District* (the "District") as of and for the year ended September 30, 2018, and the related notes to the financial statements, which collectively comprise the District's financial statements and have issued our report thereon dated May 13, 2019.

Internal Control Over Financial Reporting

In planning and performing our audit of the financial statements, we considered the District's internal control over financial reporting (internal control) to determine the audit procedures that are appropriate in the circumstances for the purpose of expressing opinions on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of the District's internal control. Accordingly, we do not express an opinion on the effectiveness of the District's internal control.

A *deficiency in internal control* exists when the design or operation of a control does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct misstatements on a timely basis. A *material weakness* is a deficiency, or a combination of deficiencies, in internal control such that there is a reasonable possibility that a material misstatement of the entity's financial statements will not be prevented, or detected and corrected on a timely basis. A significant deficiency is a deficiency, or a combination of deficiencies, in internal control that is less severe than a material weakness, yet important enough to merit attention by those charged with governance.

Our consideration of internal control over financial reporting was for the limited purpose described in the first paragraph of this section and was not designed to identify all deficiencies in internal control over financial reporting that might be a material weakness or significant deficiency. Given these limitations, during our audit, we did not identify any deficiencies in internal control over financial reporting that we consider to be material weaknesses. However, material weaknesses may exist that have not been identified.

Compliance and Other Matters

As part of obtaining reasonable assurance about whether the District's financial statements are free from material misstatement, we performed tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements, noncompliance with which could have a direct and material effect on the determination of financial statement amounts. However, providing an opinion on compliance with those provisions was not an objective of our audit and, accordingly, we do not express such an opinion. The results of our tests disclosed no instances of noncompliance or other matters that are required to be reported under *Government Auditing Standards*.

The purpose of this report is solely to describe the scope of our testing of internal control and compliance and the results of that testing, and not to provide an opinion on the effectiveness of the entity's internal control or on compliance. This report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the entity's internal control and compliance. Accordingly, this communication is not suitable for any other purpose.

McDiarmid Davis & Company, LLC

Orlando, Florida
May 13, 2019

MANAGEMENT COMMENTS

Board of Supervisors
Shingle Creek Community Development District

Report on the Financial Statements

We have audited the financial statements of the *Shingle Creek Community Development District*, (the “District”) as of and for the fiscal year ended September 30, 2018, and have issued our report thereon dated May 13, 2019.

Auditor’s Responsibility

We conducted our audit in accordance with auditing 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; and Chapter 10.550, Rules of the Auditor General.

Reporting Requirements

We have issued our Independent Auditor’s Report on Internal Control over Financial Reporting and Compliance and Other Matters Based on an Audit of Financial Statements Performed in Accordance with *Government Auditing Standards* and Independent Accountant’s Report on an examination conducted in accordance with *AICPA Professional Standards*, AT-C Section 315, regarding compliance requirements in accordance with Chapter 10.550, Rules of the Auditor General. Disclosures in those reports, which are dated May 13, 2019, should be considered in conjunction with this management letter.

Prior Audit Findings

Section 10.554(1)(i).1., Rules of the Auditor General, require that we determine whether or not corrective actions have been taken to address findings and recommendations made in the preceding annual financial audit report. There were no such findings in the preceding annual financial audit report.

Official Title and Legal Authority

Section 10.554(1)(i).4., Rules of the Auditor General, requires that the name or official title and legal authority for the primary government and each component unit of the reporting entity be disclosed in this management letter, unless disclosed in the notes to the financial statements. This information has been disclosed in the notes to the financial statements.

Financial Condition and Management

Section 10.554(1)(i)5.a. and 10.556(7), Rules of the Auditor General, require us to apply appropriate procedures and communicate the results of our determination as to whether or not the District has met one or more of the conditions described in Section 218.503(1), Florida Statutes, and to identify of the specific condition(s) met. In connection with our audit, we determined that the *District* did not met any of the conditions described in Section 218.503(1), Florida Statutes.

Pursuant to Sections 10.554(1)(i)5.c. and 10.556(8), Rules of the Auditor General, we applied financial condition assessment procedures for the District. It is management's responsibility to monitor the *District's* financial condition, and our financial condition assessment was based in part on representations made by management and the review of financial information provided by same.

Section 10.554(1)(i)2., Rules of the Auditor General, requires that we communicate any recommendations to improve financial management. In connection with our audit, we did not have any such recommendations.

Additional Matters

Section 10.554(1)(i)3., Rules of the Auditor General, requires us to communicate noncompliance with provisions of contracts or grant agreements, or abuse, that have occurred, or are likely to have occurred, that have an effect on the financial statements that is less than material but which warrants the attention of those charged with governance. In connection with our audit, we did not note any such findings.

Purpose of this Letter

Our management letter is intended solely for the information and use of the Legislative Auditing Committee, members of the Florida Senate and the Florida House of Representatives, the Florida Auditor General, Federal and other granting agencies, the Board of Supervisors, and applicable management, and is not intended to be and should not be used by anyone other than these specified parties.

McDiernit Davis & Company, LLC

Orlando, Florida
May 13, 2019

**INDEPENDENT ACCOUNTANT'S REPORT ON COMPLIANCE WITH
THE REQUIREMENTS OF SECTION 218.415, FLORIDA STATUTES**

Board of Supervisors
Shingle Creek Community Development District

We have examined *Shingle Creek Community Development District's* (the "District") compliance with the requirements of Section 218.415, Florida Statutes, during the year ended September 30, 2018. Management is responsible for the District's compliance with those requirements. Our responsibility is to express an opinion on the District's compliance based on our examination.

Our examination was conducted in accordance with attestation standards established by the American Institute of Certified Public Accountants and the standards applicable to attestation engagements contained in *Government Auditing Standards* issued by the Comptroller General of the United States and, accordingly, included examining, on a test basis, evidence about the District's compliance with those requirements and performing such other procedures as we considered necessary in the circumstances. We believe that our examination provides a reasonable basis for our opinion. Our examination does not provide a legal determination on the District's compliance with specified requirements.

In our opinion, the District complied, in all material respects, with the aforementioned requirements for the year ended September 30, 2018.

McDirmit Davis & Company, LLC

Orlando, Florida
May 13, 2019

SECTION IX

**AGREEMENT BETWEEN THE SHINGLE CREEK COMMUNITY DEVELOPMENT
DISTRICT AND HAMILTON ENGINEERING & SURVEYING, INC. FOR
PROFESSIONAL ENGINEERING SERVICES**

THIS AGREEMENT made and entered into this ____ day of _____, 2019, by and between:

Shingle Creek Community Development District, a local unit of special-purpose government established pursuant to Chapter 190, Florida Statutes, and located in Osceola County, Florida (the "District"); and

Hamilton Engineering & Surveying, Inc., a Florida corporation, with a mailing address of 775 Warner Lane, Orlando, Florida 32803 (the "Engineer").

WHEREAS, the District is a local unit of special-purpose government established and existing pursuant to the Uniform Community Development District Act of 1980, as codified in Chapter 190, *Florida Statutes* ("Uniform Act"), by ordinance of Osceola County, Florida; and

WHEREAS, the District is authorized to plan, finance, construct, install, acquire and/or maintain improvements, facilities and services in conjunction with the development of the lands within the District; and

WHEREAS, pursuant to sections 190.033 and 287.055, *Florida Statutes*, the District solicited proposals from qualified firms to provide professional engineering services on a continuing basis; and

WHEREAS, Engineer submitted a proposal to serve in this capacity; and

WHEREAS, the District's Board of Supervisors ranked Engineer as the most qualified firm to provide professional engineering services for the District and authorized the negotiation of a contract pursuant to section 287.055, *Florida Statutes*; and

WHEREAS, the District intends to employ Engineer to perform engineering, construction administration, environmental management and permitting, financial and economic studies, as defined by a separate work authorization or work authorizations; and

WHEREAS, the Engineer shall serve as District's professional representative in each service or project to which this Agreement applies and will give consultation and advice to the District during performance of these services.

NOW, THEREFORE, for and in consideration of the mutual covenants herein contained, the acts and deeds to be performed by the parties and the payments by the District to

the Engineer of the sums of money herein specified, it is mutually covenanted and agreed as follows:

Article 1. Scope of Services

- A. The Engineer will provide general engineering services, including:
 - 1. Preparation of any necessary reports and attendance at meetings of the District's Board of Supervisors.
 - 2. Providing professional engineering services including, but not limited to, review and execution of documents under any of the District's Trust Indentures and monitoring of District projects.
 - 3. Any other items requested by the Board of Supervisors.
- B. Engineer shall, when authorized by the Board, provide general services related to construction of any District projects including, but not limited to:
 - 1. Periodic visits to the site, or full-time construction management of District projects, as directed by District.
 - 2. Processing of contractors' pay estimates.
 - 3. Preparation of, and/or assistance with, the preparation of work authorizations, requisitions, change orders and acquisitions for review by the District Manager, District Counsel and the Board.
 - 4. Final inspection and requested certificates for construction including the final certificate of construction.
 - 5. Consultation and advice during construction, including performing all roles and actions required of any construction contract between District and any contractor(s) in which Engineer is named as owner's representative or "Engineer."
 - 6. Any other Activity related to construction as authorized by the Board.
- C. With respect to maintenance of the facilities, Engineer shall render such services as authorized by the Board.

Article 2. Method of Authorization. Each service or project shall be authorized in writing by the District. The written authorization shall be incorporated in a work authorization which shall include the scope of work, compensation, project schedule, and special provisions or conditions specific to the service or project being authorized ("Work Authorization"). Authorization of services or projects under the contract shall be at the sole option of the District.

Article 3. Compensation. It is understood and agreed that the payment of compensation for services under this contract shall be stipulated in each Work Authorization. One of the following methods will be utilized:

A. Lump Sum Amount – The District and Engineer shall mutually agree to a lump sum amount for the services to be rendered payable monthly in direct proportion to the work accomplished. For any lump-sum or cost-plus-a-fixed-fee professional service contract over the threshold amount provided in Section 287.017 of the Florida Statutes for CATEGORY FOUR, the District shall require the Engineer to execute a truth-in-negotiation certificate stating that wage rates and other factual unit costs supporting the compensation are accurate, complete, and current at the time of contracting. The price for any lump sum Work Authorization, and any additions thereto, will be adjusted to exclude any significant sums by which the District determines the Work Authorization was increased due to inaccurate, incomplete, or noncurrent wage rates and other factual unit costs. All such adjustments must be made within 1 year following the completion of the work contemplated by the lump sum Work Authorization.

B. Hourly Personnel Rates – For services or projects where the scope of services is not clearly defined or recurring services or other projects where the District desires the use of the hourly compensation rates outlined in **Exhibit “A.”** The District and Engineer may agree to a “not to exceed” amount when utilizing hourly personnel rates for a specific work authorization.

Article 4. Reimbursable Expenses. Reimbursable expenses consist of actual expenditures made by Engineer, its employees, or its consultants in the interest of the project for the incidental expenses as listed as follows:

A. Expenses of transportation and living when traveling in connection with a project, for long distance phone calls and telegrams, and fees paid for securing approval of authorities having jurisdiction over the project. All expenditures shall be made in accordance with Chapter 112, *Florida Statutes*, and with the District’s travel policy.

B. Expense of reproduction, postage and handling of drawings and specifications.

Article 5. Term of Contract. It is understood and agreed that the term of this contract will be from the time of execution of this contract by the parties until terminated in accordance with its terms.

Article 6. Special Consultants. When authorized in writing by the District, additional special consulting services may be utilized by Engineer and paid for on a cost basis.

Article 7. Books and Records. Engineer shall maintain comprehensive books and records relating to any services performed under this Agreement, which shall be retained by Engineer for a period of at least four (4) years from and after completion of any services hereunder, or such further time as required under Florida’s public records law. The District, or

its authorized representative, shall have the right to audit such books and records at all reasonable times upon prior notice to Engineer.

Article 8. Ownership of Documents.

A. All rights in and title to all plans, drawings, specifications, ideas, concepts, designs, sketches, models, programs, software, creation, inventions, reports, or other tangible work product originally developed by Engineer pursuant to this Agreement (the "Work Product") shall be and remain the sole and exclusive property of the District when developed and shall be considered work for hire.

B. The Engineer shall deliver all Work Product to the District upon completion thereof unless it is necessary for Engineer in the District's sole discretion, to retain possession for a longer period of time. Upon termination of Engineer's services hereunder, Engineer shall deliver all such Work Product whether complete or not. The District shall have all rights to use any and all Work Product. Engineer shall retain copies of the Work Product for its permanent records, provided the Work Product is not used without the District's prior express written consent. Engineer agrees not to recreate any Work Product contemplated by this Agreement, or portions thereof, which if constructed or otherwise materialized, would be reasonably identifiable with the District. If said work product is used by the District for any purpose other than that purpose which is intended by this Agreement, the District shall indemnify Engineer from any and all claims and liabilities which may result from such re-use, in the event Engineer does not consent to such use.

C. The District exclusively retains all manufacturing rights to all materials or designs developed under this Agreement. To the extent the services performed under this Agreement produce or include copyrightable or patentable materials or designs, such materials or designs are work made for hire for the District as the author, creator, or inventor thereof upon creation, and the District shall have all rights therein including, without limitation, the right of reproduction, with respect to such work. Engineer hereby assigns to the District any and all rights Engineer may have including, without limitation, the copyright, with respect to such work. The Engineer acknowledges that the District is the motivating factor for, and for the purpose of copyright or patent, has the right to direct and supervise the preparation of such copyrightable or patentable materials or designs.

Article 9. Accounting Records. Records of Engineer pertaining to the services provided hereunder shall be kept on a basis of generally accepted accounting principles and shall be available to the District or its authorized representative for observation or audit at mutually agreeable times.

Article 10. Independent Contractor. Engineer and District agree that Engineer is and shall remain at all times an independent contractor and shall not in any way claim or be

considered an employee of the District. Engineer shall not have authority to hire persons as employees of District.

Article 11. Reuse of Documents. All documents including drawings and specifications furnished by Engineer pursuant to this Agreement are instruments of service. They are not intended or represented to be suitable for reuse by District or others on extensions of the work for which they were provided or on any other project. Any reuse without specific written consent by Engineer will be at the District's sole risk and without liability or legal exposure to Engineer. All documents including drawings, plans and specifications furnished by Engineer to District are subject to reuse in accordance with section 287.055(10), *Florida Statutes*.

Article 12. Estimate of Cost. Since Engineer has no control over the cost of labor, materials or equipment or over a contractor's methods of determining prices, or over competitive bidding or market conditions, his opinions of probable cost provided as a service hereunder are to be made on the basis of his experience and qualifications and represent his best judgment as a design professional familiar with the construction industry, but Engineer cannot and does not guarantee that proposals, bids, or the construction costs will not vary from opinions of probable cost prepared by him. If the District wishes greater assurance as to the construction costs, it shall employ an independent cost estimator at its own expense. Services to modify approved documents to bring the construction cost within any limitation established by the District will be considered additional services and justify additional fees.

Article 13. Insurance. Engineer shall, at its own expense, maintain insurance during the performance of its services under this Agreement, with limits of liability not less than the following:

Workers Compensation	Statutory
General Liability	
Bodily Injury (including Contractual)	\$1,000,000/\$2,000,000
Property Damage (including Contractual)	\$1,000,000/\$2,000,000
Automobile Liability	
Bodily Injury/Property Damage	Combined Single Limits \$1,000,000
Professional Liability for Errors and Omissions	\$1,000,000

The District, its officers, supervisors, agents, staff, and representatives shall be named as additional insured parties (except on Professional Liability for Errors and Omissions). The

Engineer shall furnish the District with the Certificate of Insurance evidencing compliance with the requirements of this Article. No certificate shall be acceptable to the District unless it provides that any change or termination within the policy periods of the insurance coverage, as certified, shall not be effective within thirty (30) days of prior written notice to the District. Insurance coverage shall be from a reputable insurance carrier, licensed to conduct business in the state of Florida.

If Engineer fails to have secured and maintained the required insurance, the District has the right (without any obligation to do so, however), to secure such required insurance in which event, Engineer shall pay the cost for that required insurance and shall furnish, upon demand, all information that may be required in connection with the District's obtaining the required insurance.

Article 14. Contingent Fee. The Engineer warrants that it has not employed or retained any company or person, other than a bona fide employee working solely for the Engineer, to solicit or secure this Agreement and that it has not paid or agreed to pay any person, company, corporation, individual, or firm, other than a bona fide employee working solely for the Engineer, any fee, commission, percentage, gift, or other consideration contingent upon or resulting from the award or making of this Agreement.

Article 15. Audit. The Engineer agrees that the District or any of its duly authorized representatives shall, until the expiration of three years after expenditure of funds under this Agreement, have access to and the right to examine any books, documents, papers, and records of the Engineer involving transactions related to the Agreement. The Engineer agrees that payment made under the Agreement shall be subject to reduction for amounts charged thereto that are found on the basis of audit examination not to constitute allowable costs. All required records shall be maintained until an audit is completed and all questions arising therefrom are resolved, or three years after completion of all work under the Agreement.

Article 16. Indemnification. The Engineer agrees, to the fullest extent permitted by law, to indemnify, defend, and hold the District harmless of and from any and all liabilities, claims, causes of action, demands, suits, or losses arising from the negligent acts, errors or omissions of the Engineer, Engineer's agents or employees, in the performance of professional services under this Agreement. Engineer agrees and covenants that nothing herein shall constitute or be construed as a waiver of the District's sovereign immunity pursuant to section 768.28, *Florida Statutes*.

Article 17. Public Records. Engineer understands and agrees that all documents of any kind provided to the District in connection with this Agreement may be public records, and, accordingly, Engineer agrees to comply with all applicable provisions of Florida law in handling such records, including but not limited to Section 119.0701, *Florida Statutes*. Engineer acknowledges that the designated public records custodian for the District is George Flint ("Public Records Custodian"). Among other requirements and to the extent applicable by

law, the Engineer shall 1) keep and maintain public records required by the District to perform the service; 2) upon request by the Public Records Custodian, provide the District with the requested public records or allow the records to be inspected or copied within a reasonable time period at a cost that does not exceed the cost provided in Chapter 119, *Florida Statutes*; 3) ensure that public records which are exempt or confidential, and exempt from public records disclosure requirements, are not disclosed except as authorized by law for the duration of the contract term and following the contract term if the Engineer does not transfer the records to the Public Records Custodian of the District; and 4) upon completion of the contract, transfer to the District, at no cost, all public records in Engineer's possession or, alternatively, keep, maintain and meet all applicable requirements for retaining public records pursuant to Florida laws. When such public records are transferred by the Engineer, the Engineer shall destroy any duplicate public records that are exempt or confidential and exempt from public records disclosure requirements. All records stored electronically must be provided to the District in a format that is compatible with Microsoft Word or Adobe PDF formats.

IF THE ENGINEER HAS QUESTIONS REGARDING THE APPLICATION OF CHAPTER 119, *FLORIDA STATUTES*, TO THE ENGINEER'S DUTY TO PROVIDE PUBLIC RECORDS RELATING TO THIS CONTRACT, CONTACT THE CUSTODIAN OF PUBLIC RECORDS AT (407) 841-5524, GFLINT@GMSCFL.COM, OR C/O GOVERNMENTAL MANAGEMENT SERVICES, CENTRAL FLORIDA, 135 W. CENTRAL BLVD., SUITE 320, ORLANDO, FLORIDA 32801.

Article 18. Employment Verification. The Engineer agrees that it shall bear the responsibility for verifying the employment status, under the Immigration Reform and Control Act of 1986, of all persons it employs in the performance of this Agreement.

Article 19. Controlling Law; Jurisdiction and Venue. The Engineer and the District agree that this Agreement shall be controlled and governed by the laws of the State of Florida. Jurisdiction and venue for any proceeding with respect to this Agreement shall be in Osceola County, Florida

Article 20. Notices. All notices, requests, consents and other communications under this Agreement ("Notices") shall be in writing and shall be delivered, transmitted by electronic mail (e-mail) and mailed by First Class Mail, postage prepaid, or overnight delivery service, to the parties, as follows:

If to the District:

Shingle Creek Community Development District
135 West Central Boulevard, Suite 320
Orlando, Florida 32801
Attn: District Manager

With a copy to:

Latham, Shuker, Eden & Beaudine
111 N. Magnolia Avenue, Suite 1400
Post Office Box 3353; 32802
Orlando, Florida 32801
Attn: Jan A. Carpenter

If to Engineer:

Hamilton Engineering & Surveying, Inc.
775 Warner Lane
Orlando, Florida 32803
Attn: David Reid

Except as otherwise provided in this Agreement, any Notice shall be deemed received only upon actual delivery at the address set forth above. Notices delivered after 5:00 p.m. (at the place of delivery) or on a non-business day, shall be deemed received on the next business day. If any time for giving Notice contained in this Agreement would otherwise expire on a non-business day, the Notice period shall be extended to the next succeeding business day. Saturdays, Sundays, and legal holidays recognized by the United States government shall not be regarded as business days. Counsel for District and counsel for Engineer may deliver Notice on behalf of District and Engineer, respectively. Any party or other person to whom Notices are to be sent or copied may notify the other parties and addressees of any change in name or address to which Notices shall be sent by providing the same on five (5) days written notice to the parties and addressees set forth herein.

Article 21. Assignment. Neither the District nor the Engineer shall assign, sublet, or transfer any rights under or interest in this Agreement without the express written consent of the other. Nothing in this paragraph shall prevent the Engineer from employing such independent professional associates and consultants as Engineer deems appropriate, pursuant to the terms of this Agreement.

Article 22. Termination. The District may terminate this Agreement for cause immediately upon notice to Engineer. The District or the Engineer may terminate this Agreement without cause upon thirty (30) days written notice. At such time as the Engineer receives notification of the intent of the District to terminate the contract, the Engineer shall not perform any further services unless directed to do so in writing by the District. In the event of any termination or breach of any kind, the Engineer shall not be entitled to consequential or other damages of any kind (including but not limited to lost profits), but instead the Engineer's sole remedy will be to recover payment for services rendered to the date of the notice of termination, subject to any offsets.

Article 23. Recovery of Costs and Fees. In the event either party is required to enforce this Agreement by court proceedings or otherwise, then the prevailing party shall be entitled to recover from the other party all costs incurred, including reasonable attorneys' fees.

Article 24. Acceptance. Acceptance of this Agreement is indicated by the signature of the authorized representative of the District and the Engineer in the spaces provided below.

IN WITNESS WHEREOF, the parties hereto have caused these present to be executed the day and year first above written.

**SHINGLE CREEK COMMUNITY
DEVELOPMENT DISTRICT**

Secretary

Chair/Vice Chair, Board of Supervisors

**HAMILTON ENGINEERING & SURVEYING,
INC., a Florida corporation**

Witness

By: _____

Its: _____

Exhibit A: Hourly Rate

HAMILTON HOURLY FEE SCHEDULE

<u>Staff</u>	<u>Hourly Rate</u>
Principal	\$235
Engineering Senior Project Manager, PE, Senior VP	\$190
Engineering Senior Project Manager, PE, VP	\$170
Business Development, Project Manager, VP	\$150
Survey Director, PLS	\$150
Survey Crew	\$150
Engineering Project Manager, PE	\$130
Survey Senior Project Manager, PLS	\$125
Construction Administration Director	\$120
Survey Senior Project Manager, Crew Coordinator	\$120
IT Director	\$120
Engineering Senior Designer, CADD Manager	\$115
Engineering Senior Designer	\$100
Senior CADD Tech/Project Manager, Eng/Sur	\$100
Engineering Project Engineer, EI	\$90
Survey Project Coordinator/QC	\$90
Survey As-Built Coordinator	\$90
Planning & Zoning Project Manager/GIS Specialist	\$90
Proposal Coordinator	\$90
Accounting/Payroll	\$90
Engineering Designer	\$85
CADD Tech, Eng/Sur	\$80
Project Coordinator Permitting	\$80
Office Manager	\$70
Construction Inspector	\$75
Clerical/Administration	\$40

WORK AUTHORIZATION NUMBER 1

_____, 2019

Shingle Creek Community Development District
Osceola County, Florida

Subject: **Work Authorization Number 1**
 Shingle Creek Community Development District

Dear Chairman, Board of Supervisors:

Hamilton Engineering & Surveying, Inc., is pleased to submit this work authorization to provide engineering services for the Shingle Creek Community Development District. We will provide these services pursuant to our current agreement dated _____, 2019 ("Engineering Agreement") as follows:

I. Scope of Work

Shingle Creek Community Development District will engage the services of Hamilton Engineering & Surveying, Inc., as Engineer to prepare any necessary reports and attend and participate in meetings of the District's Board of Supervisors as requested by the District.

II. Fees

Shingle Creek Community Development District will compensate Hamilton Engineering & Surveying, Inc., pursuant to the hourly rate schedule contained in the Engineering Agreement in accordance with the terms of the Engineering Agreement. The District will reimburse Hamilton Engineering & Surveying, Inc., all direct costs which include items such as printing, drawings, travel, deliveries, et cetera, pursuant to the Engineering Agreement.

This proposal, together with the Engineering Agreement, represents the entire understanding between the Shingle Creek Community Development District and Hamilton Engineering & Surveying, Inc., with regard to the referenced work authorization. If you wish to accept this work authorization, please sign both copies where indicated, and return one complete copy to our office. Upon receipt, we will promptly schedule our services.

Thank you for considering Hamilton Engineering & Surveying, Inc. We look forward to working with you.

Sincerely,

David Reid, P.E.
Hamilton Engineering & Surveying, Inc.

APPROVED AND ACCEPTED

By: _____
Authorized Representative of
Shingle Creek Community Development District

Date: _____

SECTION XII

SECTION C

SECTION 1

Shingle Creek

Community Development District

Summary of Checks

February 25, 2019 to March 25, 2019

Bank	Date	Check #	Amount	
General Fund	3/7/19	288	\$	4,183.96
	3/14/19	289-293	\$	11,488.34
	3/20/19	294	\$	16,992.29
	3/21/19	295	\$	11,778.58
			\$	44,443.17
			\$	44,443.17

CHECK DATE	VEND#INVOICE..... DATE INVOICE	...EXPENSED TO... YRMO DPT ACCT# SUB SUBCLASS	VENDOR NAME	STATUS	AMOUNTCHECK.... AMOUNT #
3/07/19	00011	3/01/19 80	201903 310-51300-34000	MANAGEMENT FEES-MAR19	*	2,789.58	
		3/01/19 80	201903 310-51300-35200	INFORMATION TECH-MAR19	*	50.00	
		3/01/19 80	201903 310-51300-31300	DISSEMINATION-MAR19	*	583.33	
		3/01/19 80	201903 310-51300-51000	OFFICE SUPPLIES	*	.12	
		3/01/19 80	201903 310-51300-42000	POSTAGE	*	4.13	
		3/01/19 80	201903 310-51300-42500	COPIES	*	118.35	
		3/01/19 81	201903 320-53800-12000	FIELD MANAGEMENT-MAR19	*	625.00	
		3/01/19 81	201903 310-51300-42000	POSTAGE	*	13.45	
GOVERNMENTAL MANAGEMENT SERVICES							4,183.96 000288
3/14/19	00007	3/01/19 33882	201903 320-53800-47000	WATERWAY MAINT 3 PONDS	*	840.00	
AQUATIC WEED CONTROL, INC.							840.00 000289
3/14/19	00023	2/28/19 30439	201902 320-53800-46400	9 SPRY/18 ROTATORS/ROTORS	*	506.97	
DOWN TO EARTH LAWN CARE II, INC							506.97 000290
3/14/19	00020	12/06/18 121415	201811 310-51300-31100	BOND AMNT/COORD.LAND SWAP	*	562.50	
		1/03/19 121483	201812 310-51300-31100	DISCUSS PHASE I-3B/EMAIL	*	200.00	
		2/07/19 121554	201901 310-51300-31100	REV/RPR INTERSECT/CONVO.	*	900.00	
		3/07/19 121667	201902 310-51300-31100	INTERSECT.REPAIR.REQUIRE.	*	600.00	
FRANKLIN SURVEYING & MAPPING INC.							2,262.50 000291
3/14/19	00016	2/21/19 84442	201901 310-51300-31500	I-3B LAND SWAP/G-17/RESOL	*	2,734.70	
		3/12/19 84718	201902 310-51300-31500	REV.AGENDA/PRP BOARD MTG	*	762.09	
LATHAM, SHUKER, EDEN & BEAUDINE							3,496.79 000292
3/14/19	00013	2/28/19 45950430	201902 310-51300-48000	NOT.OF PUB.HEARING 02/25	*	4,167.08	
		2/28/19 45950430	201902 310-51300-48000	NOT.OF MEETING 02/25/19	*	215.00	
ORLANDO SENTINEL							4,382.08 000293
SHIN SHINGLE CREEK TVISCARRA							

CHECK DATE	VEND#INVOICE..... DATE INVOICE	...EXPENSED TO... YRMO DPT ACCT# SUB SUBCLASS	VENDOR NAME	STATUS	AMOUNTCHECK.... AMOUNT #
3/20/19	00012	3/19/19 03192019	201903 300-20700-10000 FY19 DEBT SERVICE SER2015		*	16,992.29	
SHINGLE CREEK CDD C/O REGIONS BANK							16,992.29 000294
3/21/19	00023	3/10/19 30652	201903 320-53800-46200		*	6,116.00	
			MTHLY-MNT-MAR19-PHASE I				
		3/10/19 30652	201903 320-53800-46200		*	1,423.00	
			MTHLY-MNT-MAR19-PHASE II				
		3/10/19 30652	201903 320-53800-46200		*	350.00	
			MTHLY-MNT-MAR19-AREA I				
		3/10/19 30652	201903 320-53800-46200		*	1,150.00	
			MTHLY-MNT-MAR19-ADD-PH2P2				
		3/10/19 30652	201903 320-53800-46200		*	2,739.58	
			MTHLY-MNT-MAR19-ADD-PH 3				
DOWN TO EARTH LAWN CARE II, INC							11,778.58 000295
TOTAL FOR BANK A						44,443.17	
TOTAL FOR REGISTER						44,443.17	

SHIN SHINGLE CREEK TVISCARRA

Shingle Creek

Community Development District

Summary of Checks

March 25, 2019 to April 30, 2019

Bank	Date	Check #	Amount	
General Fund	4/4/19	296-298	\$	3,997.97
	4/11/19	299	\$	4,121.33
	4/18/19	300-303	\$	3,971.36
	4/19/19	304	\$	44,635.03
	4/25/19	305-306	\$	16,062.02
			\$	72,787.71
			\$	72,787.71

*** CHECK DATES 03/25/2019 - 04/30/2019 ***

GENERAL FUND

BANK A GENERAL FUND

CHECK DATE	VEND#INVOICE..... DATE INVOICE	...EXPENSED TO... YRMO DPT ACCT# SUB SUBCLASS	VENDOR NAME	STATUS	AMOUNTCHECK.... AMOUNT #
4/04/19	00007	4/01/19 34814	201904 320-53800-47000	WATERWAY MAINT 3 PONDS	*	840.00	
							840.00 000296
AQUATIC WEED CONTROL, INC.							
4/04/19	00023	12/18/18 23209	201812 320-53800-46100	INST.WASHINGTON.PALM/KIT	*	350.00	
		12/18/18 23338	201811 320-53800-46400	SPRAY/NOZZLE/VALVE/CONN.	*	643.97	
		12/31/18 24693	201812 320-53800-46100	RMV/RPLC WASHINGTON.PALM	*	650.00	
		3/31/19 32749	201903 320-53800-46100	INST.SYLV.PALM/TREE STAKE	*	690.00	
							2,333.97 000297
DOWN TO EARTH LAWN CARE II, INC							
4/04/19	00021	3/19/19 25134	201903 320-53800-48000	RPLC BALLAST/2 PHOTOCELLS	*	824.00	
							824.00 000298
TERRY'S ELECTRIC INC.							
4/11/19	00011	4/01/19 82	201904 310-51300-34000	MANAGEMENT FEES-APR19	*	2,789.58	
		4/01/19 82	201904 310-51300-35200	INFORMATION TECH-APR19	*	50.00	
		4/01/19 82	201904 310-51300-31300	DISSEMINATION-APR19	*	583.33	
		4/01/19 82	201904 310-51300-51000	OFFICE SUPPLIES	*	.51	
		4/01/19 82	201904 310-51300-42000	POSTAGE	*	22.97	
		4/01/19 82	201904 310-51300-42500	COPIES	*	26.55	
		4/01/19 82	201904 310-51300-41000	TELEPHONE	*	23.39	
		4/01/19 83	201904 320-53800-12000	FIELD MANAGEMENT-APR19	*	625.00	
							4,121.33 000299
GOVERNMENTAL MANAGEMENT SERVICES							
4/18/19	00023	3/20/19 31620	201903 320-53800-46200	MNT.STOREY LAKE-ADD.AREAS	*	2,792.35	
							2,792.35 000300
DOWN TO EARTH LAWN CARE II, INC							
4/18/19	00020	4/04/19 121773	201903 310-51300-31100	TRAVEL/PRE-MTG DISCUSS.	*	200.00	
							200.00 000301
FRANKLIN SURVEYING & MAPPING INC.							
4/18/19	00013	3/31/19 52450420	201903 310-51300-48000	REQ.QUAL.ENG.SERV 03/25	*	515.01	
							515.01 000302
ORLANDO SENTINEL							
SHIN SHINGLE CREEK TVISCARRA							

CHECK DATE	VEND#INVOICE..... DATE INVOICE	...EXPENSED TO... YRMO DPT ACCT# SUB SUBCLASS	VENDOR NAME	STATUS	AMOUNTCHECK..... AMOUNT #
4/18/19	00021	9/11/18 21108	201810 320-53800-48100	TRBLSHT LED SIGN/DRIVER	*	464.00	
				TERRY'S ELECTRIC INC.			464.00 000303
4/19/19	00012	4/19/19 04192019	201904 300-20700-10000	FY19 DEBT SERVICE SER2015	*	44,635.03	
				SHINGLE CREEK CDD C/O REGIONS BANK			44,635.03 000304
4/25/19	00023	4/15/19 31621	201904 320-53800-46200	MTHLY-MNT-APR19-PHASE I	*	6,116.00	
		4/15/19 31621	201904 320-53800-46200	MTHLY-MNT-APR19-PHASE II	*	1,423.00	
		4/15/19 31621	201904 320-53800-46200	MTHLY-MNT-APR19-AREA I	*	350.00	
		4/15/19 31621	201904 320-53800-46200	MTHLY-MNT-APR19-ADD-PH2P2	*	1,150.00	
		4/15/19 31621	201904 320-53800-46200	MTHLY-MNT-APR19-ADD-PH 3	*	2,739.58	
		4/15/19 31621	201904 320-53800-46200	MTHLY-MNT-APR19-ADD.AREAS	*	2,792.35	
		4/18/19 33986	201904 320-53800-46400	31 ROTATORS/18 SPRYS/FITT	*	853.16	
				DOWN TO EARTH LAWN CARE II, INC			15,424.09 000305
4/25/19	00016	4/22/19 85226	201903 310-51300-31500	PREPARE/ATTEND CDD MTG	*	637.93	
				LATHAM, SHUKER, EDEN & BEAUDINE			637.93 000306
TOTAL FOR BANK A						72,787.71	
TOTAL FOR REGISTER						72,787.71	

SHIN SHINGLE CREEK TVISCARRA

Shingle Creek

Community Development District

Summary of Checks

April 30, 2019 to May 27, 2019

Bank	Date	Check #	Amount	
General Fund	5/2/19	307-309	\$	4,565.00
	5/9/19	310	\$	1,487.50
	5/10/19	311	\$	4,063.06
	5/16/19	312-315	\$	22,093.48
	5/23/19	316	\$	6,500.00
			\$	38,709.04
			\$	38,709.04

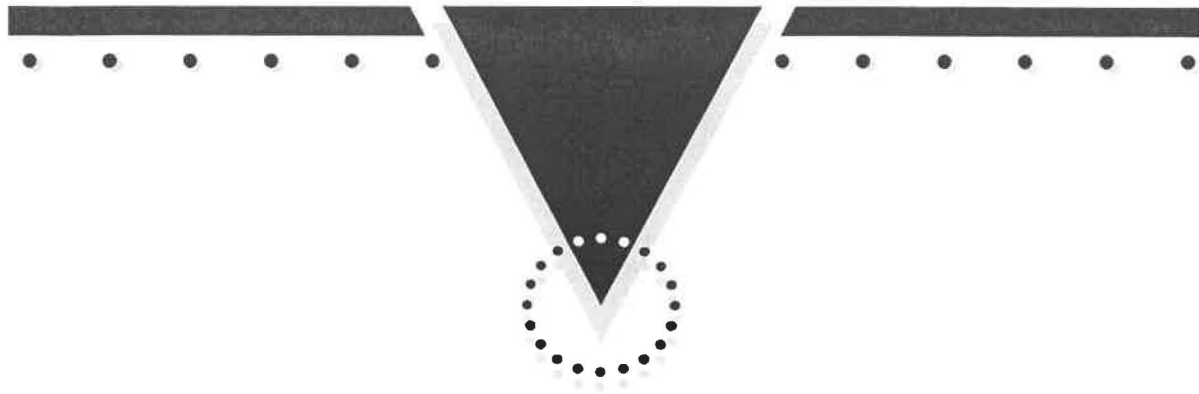
CHECK DATE	VEND#INVOICE..... DATE INVOICE	...EXPENSED TO... YRMO DPT ACCT# SUB SUBCLASS	VENDOR NAME	STATUS	AMOUNTCHECK..... AMOUNT #
5/02/19	00007	5/01/19 35705	201905 320-53800-47000	WATERWAY MAINT 3 PONDS	*	840.00	
				AQUATIC WEED CONTROL, INC.			840.00 000307
5/02/19	00018	4/25/19 70468	201904 310-51300-32300	TRUSTEE FEES-SER.2015	*	3,500.00	
				REGIONS BANK			3,500.00 000308
5/02/19	00021	4/24/19 26039	201904 320-53800-48100	REV.SRV.PANEL/FIX CONNECT	*	225.00	
				TERRY'S ELECTRIC INC.			225.00 000309
5/09/19	00020	5/02/19 121857	201904 310-51300-31100	FIELD/SITE INSPECT/SJRWMD	*	1,487.50	
				FRANKLIN SURVEYING & MAPPING INC.			1,487.50 000310
5/10/19	00011	5/01/19 84	201905 310-51300-34000	MANAGEMENT FEES-MAY19	*	2,789.58	
		5/01/19 84	201905 310-51300-35200	INFORMATION TECH-MAY19	*	50.00	
		5/01/19 84	201905 310-51300-31300	DISSEMINATION-MAY19	*	583.33	
		5/01/19 84	201905 310-51300-51000	OFFICE SUPPLIES	*	.27	
		5/01/19 84	201905 310-51300-42000	POSTAGE	*	10.83	
		5/01/19 84	201905 310-51300-42500	COPIES	*	4.05	
		5/01/19 85	201905 320-53800-12000	FIELD MANAGEMENT-MAY19	*	625.00	
				GOVERNMENTAL MANAGEMENT SERVICES			4,063.06 000311
5/16/19	00014	4/11/19 8502	201902 320-53800-46300	LCR SITE INSPECT/VEG.MNT	*	2,000.00	
		4/11/19 8502A	201904 320-53800-46300	1ST VEGETATION MAINT FY19	*	8,000.00	
				AUSTIN ENVIRONMENTAL CONSULTANTS			10,000.00 000312
5/16/19	00023	5/10/19 35851	201905 320-53800-46200	MTHLY-MNT-MAY19-PHASE I	*	6,116.00	
		5/10/19 35851	201905 320-53800-46200	MTHLY-MNT-MAY19-PHASE II	*	1,423.00	
		5/10/19 35851	201905 320-53800-46200	MTHLY-MNT-MAY19-AREA I	*	350.00	
		5/10/19 35851	201905 320-53800-46200	MTHLY-MNT-MAY19-ADD-PH2P2	*	1,150.00	

SHIN SHINGLE CREEK TVISCARRA

CHECK DATE	VEND#INVOICE..... DATE INVOICE	...EXPENSED TO... YRMO DPT ACCT# SUB SUBCLASS	VENDOR NAME	STATUS	AMOUNTCHECK.... AMOUNT #
		5/10/19 35851	201905 320-53800-46200		*	2,792.35	
			MTHLY-MNT-MAY19-ADD.AREAS				
				DOWN TO EARTH LAWN CARE II, INC			11,831.35 000313
5/16/19 00016		5/14/19 85572	201904 310-51300-31500		*	84.63	
			REVIEW AGENDA/PREPARE MTG				
				LATHAM, SHUKER, EDEN & BEAUDINE			84.63 000314
5/16/19 00013		4/30/19 60630490	201904 310-51300-48000		*	177.50	
			MTG NOT.-AUDIT COMMITTEE				
				ORLANDO SENTINEL			177.50 000315
5/23/19 00022		5/10/19 41583	201905 310-51300-32200		*	6,500.00	
			FY18 AUDIT FEES				
				MCDIRMIT DAVIS			6,500.00 000316
TOTAL FOR BANK A						38,709.04	
TOTAL FOR REGISTER						38,709.04	

SHIN SHINGLE CREEK TVISCARRA

SECTION 2



Shingle Creek
Community Development District

Unaudited Financial Reporting

April 30, 2019



Table of Contents

1	<u>Balance Sheet</u>
2	<u>General Fund Income Statement</u>
3	<u>Debt Service Fund Series 2015</u>
4	<u>Debt Service Fund Series 2019</u>
5	<u>Capital Projects Fund Series 2015</u>
6	<u>Capital Projects Fund Series 2019</u>
7	<u>Month to Month</u>
8	<u>Long Term Debt Summary</u>
9	<u>FY19 Assessment Receipt Schedule</u>
10-12	<u>Construction Schedule Series 2015</u>
13	<u>Construction Schedule Series 2019</u>

Shingle Creek
COMMUNITY DEVELOPMENT DISTRICT
BALANCE SHEET
April 30, 2019

	General Fund	Debt Service Fund	Capital Projects Fund	Totals 2019
<u>ASSETS:</u>				
<u>CASH</u>				
OPERATING ACCOUNT - SUNTRUST	\$511,701	---	---	\$511,701
<u>INVESTMENTS</u>				
SERIES 2015				
RESERVE	---	\$718,102	---	\$718,102
REVENUE	---	\$889,290	---	\$889,290
INTEREST	---	\$523,296	---	\$523,296
SINKING FUND	---	\$148	---	\$148
CONSTRUCTION	---	---	\$10,890	\$10,890
SERIES 2019				
RESERVE	---	\$567,822	---	\$567,822
CAPITALIZED INTEREST	---	\$149,618	---	\$149,618
CONSTRUCTION	---	---	\$9,458,765	\$9,458,765
COST OF ISSUANCE	---	---	\$1,512	\$1,512
DUE FROM DEVELOPER	\$3,400	---	---	\$3,400
TOTAL ASSETS	\$515,101	\$2,848,276	\$9,471,167	\$12,834,544
<u>LIABILITIES:</u>				
ACCOUNTS PAYABLE	\$15,475	---	---	\$15,475
<u>FUND EQUITY:</u>				
FUND BALANCES:				
RESTRICTED FOR DEBT SERVICE 2015	---	\$2,130,836	---	\$2,130,836
RESTRICTED FOR DEBT SERVICE 2019	---	\$717,440	---	\$717,440
RESTRICTED FOR CAPITAL PROJECTS 2015	---	---	\$10,890	\$10,890
RESTRICTED FOR CAPITAL PROJECTS 2019	---	---	\$9,460,277	\$9,460,277
UNASSIGNED	\$499,626	---	---	\$499,626
TOTAL LIABILITIES & FUND EQUITY	\$515,101	\$2,848,276	\$9,471,167	\$12,834,544

Shingle Creek

COMMUNITY DEVELOPMENT DISTRICT

GENERAL FUND

Statement of Revenues & Expenditures

For The Period Ending April 30, 2019

	ADOPTED BUDGET	PRORATED BUDGET THRU 4/30/19	ACTUAL THRU 4/30/19	VARIANCE
<u>REVENUES:</u>				
ASSESSMENTS - TAX ROLL	\$377,073	\$377,073	\$359,511	(\$17,562)
DEVELOPER CONTRIBUTION	\$36,508	\$21,296	\$0	(\$21,296)
TOTAL REVENUES	\$413,581	\$398,369	\$359,511	(\$38,859)
<u>EXPENDITURES:</u>				
<u>ADMINISTRATIVE:</u>				
ENGINEERING	\$25,000	\$14,583	\$4,910	\$9,673
ATTORNEY	\$40,000	\$23,333	\$11,255	\$12,078
ARBITRAGE	\$650	\$0	\$0	\$0
DISSEMINATION	\$3,500	\$2,042	\$2,625	(\$583)
ANNUAL AUDIT	\$6,500	\$0	\$0	\$0
TRUSTEE FEES	\$3,500	\$3,500	\$3,500	\$0
ASSESSMENT ADMINISTRATION	\$5,000	\$5,000	\$5,000	\$0
MANAGEMENT FEES	\$33,475	\$19,527	\$19,527	\$0
INFORMATION TECHNOLOGY	\$600	\$350	\$350	\$0
TELEPHONE	\$200	\$117	\$30	\$87
POSTAGE	\$500	\$292	\$109	\$183
TRAVEL PER DIEM	\$250	\$146	\$0	\$146
PRINTING & BINDING	\$500	\$292	\$475	(\$184)
INSURANCE	\$10,000	\$10,000	\$8,930	\$1,070
LEGAL ADVERTISING	\$2,500	\$1,458	\$9,174	(\$7,715)
OTHER CURRENT CHARGES	\$300	\$175	\$0	\$175
OFFICE SUPPLIES	\$200	\$117	\$2	\$115
PROPERTY APPRAISER	\$500	\$500	\$512	(\$12)
DUES, LICENSES & SUBSCRIPTIONS	\$175	\$175	\$175	\$0
<u>FIELD:</u>				
FIELD SERVICES	\$7,500	\$4,375	\$4,375	\$0
UTILITIES	\$12,000	\$7,000	\$4,666	\$2,334
LANDSCAPE MAINTENANCE	\$174,851	\$101,996	\$88,035	\$13,962
LANDSCAPE CONTINGENCY	\$10,000	\$5,833	\$1,690	\$4,143
PROPERTY INSURANCE	\$6,300	\$6,300	\$5,723	\$577
LONDON CREEK RANCH MAINTENANCE	\$30,000	\$17,500	\$10,000	\$7,500
LAKE MAINTENANCE	\$12,080	\$7,047	\$5,880	\$1,167
LAKE CONTINGENCY	\$5,000	\$2,917	\$0	\$2,917
DRAINAGE R&M	\$5,000	\$2,917	\$0	\$2,917
IRRIGATION REPAIRS	\$2,500	\$1,458	\$5,739	(\$4,281)
LIGHTING MAINTENANCE	\$5,000	\$2,917	\$689	\$2,228
REPAIRS & MAINTENANCE	\$5,000	\$2,917	\$824	\$2,093
CONTINGENCY	\$5,000	\$2,917	\$0	\$2,917
TOTAL EXPENDITURES	\$413,581	\$247,699	\$194,195	\$53,505
EXCESS REVENUES (EXPENDITURES)	\$0		\$165,316	
FUND BALANCE - BEGINNING	\$0		\$334,310	
FUND BALANCE - ENDING	\$0		\$499,626	

Shingle Creek

COMMUNITY DEVELOPMENT DISTRICT

SERIES 2015

DEBT SERVICE FUND

Statement of Revenues & Expenditures

For The Period Ending April 30, 2019

	ADOPTED BUDGET	PRORATED BUDGET THRU 4/30/19	ACTUAL THRU 4/30/19	VARIANCE
<u>REVENUES:</u>				
ASSESSMENTS - TAX ROLL	\$1,433,611	\$1,433,611	\$1,369,502	(\$64,109)
INTEREST	\$0	\$0	\$20,229	\$20,229
TOTAL REVENUES	\$1,433,611	\$1,433,611	\$1,389,732	(\$43,879)
<u>EXPENDITURES:</u>				
INTEREST - 11/1	\$530,002	\$530,002	\$530,002	\$0
PRINCIPAL - 11/1	\$370,000	\$370,000	\$370,000	\$0
INTEREST - 05/1	\$523,296	\$0	\$0	\$0
TOTAL EXPENDITURES	\$1,423,298	\$900,002	\$900,002	\$0
EXCESS REVENUES (EXPENDITURES)	\$10,313		\$489,730	
FUND BALANCE - BEGINNING	\$928,041		\$1,641,106	
FUND BALANCE - ENDING	\$938,354		\$2,130,836	

Shingle Creek

COMMUNITY DEVELOPMENT DISTRICT

SERIES 2019

DEBT SERVICE FUND

Statement of Revenues & Expenditures

For The Period Ending April 30, 2019

	ADOPTED BUDGET	PRORATED BUDGET THRU 4/30/19	ACTUAL THRU 4/30/19	VARIANCE
<u>REVENUES:</u>				
BOND PROCEEDS	\$0	\$0	\$715,953	\$715,953
INTEREST	\$0	\$0	\$1,487	\$1,487
TOTAL REVENUES	\$0	\$0	\$717,440	\$717,440
<u>EXPENDITURES:</u>				
INTEREST - 05/1	\$0	\$0	\$0	\$0
TOTAL EXPENDITURES	\$0	\$0	\$0	\$0
EXCESS REVENUES (EXPENDITURES)	\$0		\$717,440	
FUND BALANCE - BEGINNING	\$0		\$0	
FUND BALANCE - ENDING	\$0		\$717,440	

Shingle Creek

COMMUNITY DEVELOPMENT DISTRICT

SERIES 2015

CAPITAL PROJECTS FUND

Statement of Revenues & Expenditures

For The Period Ending April 30, 2019

	ADOPTED BUDGET	PRORATED BUDGET THRU 4/30/19	ACTUAL THRU 4/30/19	VARIANCE
<u>REVENUES:</u>				
INTEREST	\$0	\$0	\$138	\$138
TOTAL REVENUES	\$0	\$0	\$138	\$138
<u>EXPENDITURES:</u>				
CAPITAL OUTLAY	\$0	\$0	\$0	\$0
TOTAL EXPENDITURES	\$0	\$0	\$0	\$0
EXCESS REVENUES (EXPENDITURES)	\$0		\$138	
FUND BALANCE - BEGINNING	\$0		\$10,752	
FUND BALANCE - ENDING	\$0		\$10,890	

Shingle Creek

COMMUNITY DEVELOPMENT DISTRICT

SERIES 2019

CAPITAL PROJECTS FUND

Statement of Revenues & Expenditures

For The Period Ending April 30, 2019

REVENUES:

	ADOPTED BUDGET	PRORATED BUDGET THRU 4/30/19	ACTUAL THRU 4/30/19	VARIANCE
BOND PROCEEDS	\$0	\$0	\$17,179,047	\$17,179,047
INTEREST	\$0	\$0	\$19,616	\$19,616
TOTAL REVENUES	\$0	\$0	\$17,198,663	\$17,198,663

EXPENDITURES:

CAPITAL OUTLAY - CONSTRUCTION	\$0	\$0	\$7,178,785	(\$7,178,785)
CAPITAL OUTLAY - COST OF ISSUANCE	\$0	\$0	\$559,601	(\$559,601)
TOTAL EXPENDITURES	\$0	\$0	\$7,738,386	\$7,738,386
EXCESS REVENUES (EXPENDITURES)	\$0		\$9,460,277	
FUND BALANCE - BEGINNING	\$0		\$0	
FUND BALANCE - ENDING	\$0		\$9,460,277	

Shingle Creek
Community Development District

	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sept	Total
REVENUES:													
ASSESSMENTS - TAX ROLL	\$0	\$47,337	\$265,411	\$10,695	\$19,890	\$4,461	\$11,717	\$0	\$0	\$0	\$0	\$0	\$359,511
DEVELOPER CONTRIBUTIONS	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
TOTAL REVENUES	\$0	\$47,337	\$265,411	\$10,695	\$19,890	\$4,461	\$11,717	\$0	\$0	\$0	\$0	\$0	\$359,511
EXPENDITURES:													
ADMINISTRATIVE:													
ENGINEERING	\$960	\$563	\$200	\$900	\$600	\$200	\$1,488	\$0	\$0	\$0	\$0	\$0	\$4,910
ATTORNEY	\$2,036	\$3,112	\$1,888	\$2,735	\$762	\$638	\$85	\$0	\$0	\$0	\$0	\$0	\$11,255
ARBITRAGE	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
DISSEMINATION	\$292	\$292	\$292	\$292	\$292	\$583	\$583	\$0	\$0	\$0	\$0	\$0	\$2,625
ANNUAL AUDIT	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
TRUSTEE FEES	\$0	\$0	\$0	\$0	\$0	\$0	\$3,500	\$0	\$0	\$0	\$0	\$0	\$3,500
ASSESSMENT ADMINISTRATION	\$5,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$5,000
MANAGEMENT FEES	\$2,790	\$2,790	\$2,790	\$2,790	\$2,790	\$2,790	\$2,790	\$0	\$0	\$0	\$0	\$0	\$19,527
INFORMATION TECHNOLOGY	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$350
TELEPHONE	\$0	\$6	\$0	\$0	\$0	\$0	\$23	\$0	\$0	\$0	\$0	\$0	\$30
POSTAGE	\$5	\$23	\$2	\$23	\$16	\$18	\$23	\$0	\$0	\$0	\$0	\$0	\$109
TRAVEL PER DIEM	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
PRINTING & BINDING	\$16	\$6	\$8	\$107	\$194	\$118	\$27	\$0	\$0	\$0	\$0	\$0	\$475
INSURANCE	\$8,930	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$8,930
LEGAL ADVERTISING	\$0	\$0	\$204	\$3,895	\$4,382	\$515	\$178	\$0	\$0	\$0	\$0	\$0	\$9,174
OTHER CURRENT CHARGES	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
OFFICE SUPPLIES	\$0	\$1	\$0	\$0	\$0	\$0	\$1	\$0	\$0	\$0	\$0	\$0	\$2
PROPERTY APPRAISER	\$0	\$0	\$0	\$512	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$512
DUES, LICENSES & SUBSCRIPTIONS	\$175	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$175
FIELD:													
FIELD SERVICES	\$625	\$625	\$625	\$625	\$625	\$625	\$625	\$0	\$0	\$0	\$0	\$0	\$4,375
UTILITIES	\$724	\$617	\$611	\$755	\$683	\$607	\$669	\$0	\$0	\$0	\$0	\$0	\$4,666
LANDSCAPE MAINTENANCE	\$11,779	\$11,779	\$11,779	\$11,779	\$11,779	\$14,571	\$14,571	\$0	\$0	\$0	\$0	\$0	\$88,035
LANDSCAPE CONTINGENCY	\$0	\$0	\$1,000	\$0	\$0	\$690	\$0	\$0	\$0	\$0	\$0	\$0	\$1,690
PROPERTY INSURANCE	\$5,723	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$5,723
LONDON CREEK RANCH MAINTENANCE	\$0	\$0	\$0	\$0	\$2,000	\$0	\$8,000	\$0	\$0	\$0	\$0	\$0	\$10,000
LAKE MAINTENANCE	\$840	\$840	\$840	\$840	\$840	\$840	\$840	\$0	\$0	\$0	\$0	\$0	\$5,880
LAKE CONTINGENCY	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
DRAINAGE R&M	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
IRRIGATION REPAIRS	\$0	\$644	\$0	\$3,735	\$507	\$0	\$853	\$0	\$0	\$0	\$0	\$0	\$5,739
LIGHTING MAINTENANCE	\$464	\$0	\$0	\$0	\$0	\$0	\$225	\$0	\$0	\$0	\$0	\$0	\$689
REPAIRS & MAINTENANCE	\$0	\$0	\$0	\$0	\$0	\$824	\$0	\$0	\$0	\$0	\$0	\$0	\$824
CONTINGENCY	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
TOTAL EXPENDITURES	\$40,407	\$21,346	\$20,288	\$29,036	\$25,519	\$23,069	\$34,529	\$0	\$0	\$0	\$0	\$0	\$194,195
EXCESS REVENUES/(EXPENDITURES)	(\$40,407)	\$25,991	\$245,123	(\$18,342)	(\$5,630)	(\$18,608)	(\$22,811)	\$0	\$0	\$0	\$0	\$0	\$165,316

Shingle Creek

COMMUNITY DEVELOPMENT DISTRICT

LONG TERM DEBT REPORT

SERIES 2015, SPECIAL ASSESSMENT REVENUE BONDS		
INTEREST RATE:	3.625%, 4.500%, 5.125%, 5.400%	
MATURITY DATE:	11/1/2045	
RESERVE FUND DEFINITION	50% MAXIMUM ANNUAL DEBT SERVICE	
RESERVE FUND REQUIREMENT	\$16,689	
RESERVE FUND BALANCE	\$718,102	
BONDS OUTSTANDING - 9/30/15		\$21,465,000
LESS: PRINCIPAL PAYMENT 11/1/16		(\$345,000)
LESS: PRINCIPAL PAYMENT 11/1/17		(\$360,000)
LESS: PRINCIPAL PAYMENT 11/1/18		(\$370,000)
CURRENT BONDS OUTSTANDING		\$20,390,000

SERIES 2019, SPECIAL ASSESSMENT REVENUE BONDS		
INTEREST RATE:	3.625%, 4.000%, 4.750%, 5.000%	
MATURITY DATE:	5/1/2049	
RESERVE FUND DEFINITION	50% MAXIMUM ANNUAL DEBT SERVICE	
RESERVE FUND REQUIREMENT	\$566,645	
RESERVE FUND BALANCE	\$567,822	
BONDS OUTSTANDING - 2/27/19		\$17,895,000
CURRENT BONDS OUTSTANDING		\$17,895,000

**SHINGLE CREEK
COMMUNITY DEVELOPMENT DISTRICT**

SPECIAL ASSESSMENT RECEIPTS - FY2019

TAX COLLECTOR

GROSS ASSESSMENTS \$ 1,926,052 \$ 400,481 \$ 1,525,571
NET ASSESSMENTS \$ 1,810,489 \$ 376,452 \$ 1,434,037

DATE RECEIVED	DIST.	GROSS ASSESSMENTS		DISCOUNTS/ PENALTIES	COMMISSIONS PAID	INTEREST INCOME	NET AMOUNT RECEIVED	2015		TOTAL 100%
		RECEIVED						GENERAL FUND 20.79%	DEBT SERVICE 79.21%	
11/9/18	ACH	\$ 6,567.80	\$ 299.82	\$ 125.36	\$ -	\$ 6,142.62	\$ 1,277.22	\$ 4,865.40	\$ 6,142.62	
11/26/18	ACH	\$ 235,459.25	\$ 9,418.60	\$ 4,520.81	\$ -	\$ 221,519.84	\$ 46,060.24	\$ 175,459.60	\$ 221,519.84	
12/10/18	ACH	\$ 1,269,627.58	\$ 50,787.48	\$ 24,376.80	\$ -	\$ 1,194,463.30	\$ 248,362.71	\$ 946,100.59	\$ 1,194,463.30	
12/21/18	ACH	\$ 86,506.05	\$ 2,840.39	\$ 1,673.31	\$ -	\$ 81,992.35	\$ 17,048.53	\$ 64,943.82	\$ 81,992.35	
1/11/19	ACH	\$ 49,474.50	\$ 1,484.24	\$ 959.81	\$ -	\$ 47,030.45	\$ 9,778.96	\$ 37,251.49	\$ 47,030.45	
1/11/19	ACH	\$ 4,223.08	\$ 112.60	\$ 82.21	\$ -	\$ 4,028.27	\$ 837.59	\$ 3,190.68	\$ 4,028.27	
1/11/19	ACH	\$ -	\$ -	\$ -	\$ 375.31	\$ 375.31	\$ 78.04	\$ 297.27	\$ 375.31	
2/13/19	ACH	\$ 333.67	\$ 10.01	\$ 6.47	\$ -	\$ 317.19	\$ 65.95	\$ 251.24	\$ 317.19	
2/13/19	ACH	\$ 99,373.81	\$ 2,089.74	\$ 1,945.69	\$ -	\$ 95,338.38	\$ 19,823.55	\$ 75,514.83	\$ 95,338.38	
3/11/19	ACH	\$ 22,111.90	\$ 221.12	\$ 437.81	\$ -	\$ 21,452.97	\$ 4,460.68	\$ 16,992.29	\$ 21,452.97	
4/9/19	ACH	\$ 55,003.33	\$ -	\$ 1,100.07	\$ -	\$ 53,903.26	\$ 11,208.01	\$ 42,695.25	\$ 53,903.26	
4/9/19	ACH	\$ 2,406.79	\$ -	\$ 48.14	\$ -	\$ 2,358.65	\$ 490.43	\$ 1,868.22	\$ 2,358.65	
4/12/19	ACH	\$ -	\$ -	\$ -	\$ 90.35	\$ 90.35	\$ 18.79	\$ 71.56	\$ 90.35	
		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
TOTALS		\$ 1,831,087.76	\$ 67,264.00	\$ 35,276.48	\$ 465.66	\$ 1,729,012.94	\$ 359,510.71	\$ 1,369,502.23	\$ 1,729,012.94	

**Shingle Creek
Community Development District
Special Assessment Bonds, Series 2015**

Date	Requisition #	Contractor	Description	Requisition
Fiscal Year 2015				
8/5/15	2	Lennar Corporation	Acquisition of Infrastructure	\$ 4,969,742.47
		TOTAL		\$ 4,969,742.47
Fiscal Year 2015				
6/1/15		Interest		\$ 117.39
7/1/15		Interest		\$ 1,141.79
8/1/15		Interest		\$ 1,308.61
9/1/15		Interest		\$ 939.90
		TOTAL		\$ 3,507.69
		Acquisition/Construction Fund at 5/28/15		\$ 19,800,000.00
		Interest Earned thru 9/30/15		\$ 3,507.69
		Requisitions Paid thru 9/30/15		\$ (4,969,742.47)
		Remaining Acquisition/Construction Fund		\$ 14,833,765.22

Footnote: Requisition 1 paid through COI trust account.

Date	Requisition #	Contractor	Description	Requisition
Fiscal Year 2016				
10/2/15	3	Billing, Cochran, Lyles, Mauro & Ramsey	Bond Related Legal Admin & Construction Services	\$ 7,249.05
10/2/15	4	Franklin, Hart & Reid	Survey, Bonds & Reimbursements through 9/1/15	\$ 4,868.75
10/26/15	5	Franklin, Hart & Reid	Bonds & Reimbursement through 10/7/15	\$ 7,010.00
11/12/15	6	Franklin, Hart & Reid	Construction Documents through 10/20/15	\$ 16,800.00
11/12/15	7	Lennar Corporation	Construction Reimbursement through 8/31/15	\$ 2,134,772.82
10/13/16	8	Franklin, Hart & Reid	CIP Plans & Budget/Reimbursement thru 8/26/16	\$ 1,125.00
		TOTAL		\$ 2,171,825.62
Fiscal Year 2016				
10/1/15		Interest		\$ 121.93
11/1/15		Interest		\$ 125.89
12/1/15		Interest		\$ 110.58
1/1/16		Interest		\$ 669.03
2/1/16		Interest		\$ 1,724.86
3/1/16		Interest		\$ 2,062.11
4/1/16		Interest		\$ 2,417.37
5/1/16		Interest		\$ 2,423.00
6/1/16		Interest		\$ 2,603.24
7/1/16		Interest		\$ 2,680.56
8/1/16		Interest		\$ 2,673.20
9/1/16		Interest		\$ 2,767.00
		TOTAL		\$ 20,378.77
		Acquisition/Construction Fund at 10/1/16		\$ 14,833,765.22
		Interest Earned thru 9/30/16		\$ 20,378.77
		Requisitions Paid thru 9/30/16		\$ (2,171,825.62)
		Remaining Acquisition/Construction Fund		\$ 12,682,318.37

Footnote: Requisitions 3-5 & 7 accrued in FY15

**Shingle Creek
Community Development District
Special Assessment Bonds, Series 2015**

Date	Requisition #	Contractor	Description	Requisition
Fiscal Year 2017				
3/3/17	9	Lennar Corporation	Reimbursement of Storey Lake Blvd. Ph 2 Costs	\$ 836,192.94
8/18/17	10	Frankling Surveying & Mapping Inc.	Inv#119971, 120026 & 120155 - Review SL PH2 Reim.	\$ 6,372.50
8/18/17	11	Frankling Surveying & Mapping Inc.	Inv#120210 - 2016-2017 Reimb. Analysis & Review	\$ 2,275.00
8/18/17	12	Lennar Corporation	Reimbursement of Storey Lake Blvd. Tract 1 Ph 1 & 2 Costs	\$ 5,386,076.19
8/18/17	13	KPM Franklin	Inv#120239 - Review of Storey Lake Reimbursements	\$ 7,700.00
TOTAL				\$ 6,238,616.63
Fiscal Year 2017				
10/1/16		Interest		\$ 2,801.29
11/1/16		Interest		\$ 2,873.66
12/1/16		Interest		\$ 2,870.92
1/1/17		Interest		\$ 3,647.87
2/1/17		Interest		\$ 4,545.84
3/1/17		Interest		\$ 4,345.66
4/1/17		Interest		\$ 5,108.09
5/1/17		Interest		\$ 5,813.08
6/1/17		Interest		\$ 6,347.31
7/1/17		Interest		\$ 7,239.72
8/1/17		Interest		\$ 8,589.50
9/1/17		Interest		\$ 7,075.16
TOTAL				\$ 61,258.10
Acquisition/Construction Fund at 10/1/16				\$ 12,682,318.37
Interest Earned thru 9/30/17				\$ 61,258.10
Requisitions Paid thru 9/30/17				\$ (6,238,616.63)
Remaining Acquisition/Construction Fund				\$ 6,504,959.84
Fiscal Year 2018				
1/29/18	14	KPM Franklin	Inv#120578 - Services related to Lennar reimbursement #5	\$ 6,300.00
3/6/18	15	Lennar Corporation	Reimbursement #5 for Storey Lake	\$ 3,055,535.89
3/6/18	17	KPM Franklin	Inv#120608 - Services related to Lennar reimbursement #5	\$ 3,062.50
5/16/18	18	KPM Franklin	Inv#120746 - Services related to property expansion	\$ 2,992.50
5/16/18	19	KPM Franklin	Inv#120687 - Services related to Lennar reimbursement #5	\$ 3,062.50
5/25/18	20	KPM Franklin	Inv#120839 - Services related to Lennar reimbursement #6	\$ 4,522.50
7/31/18	21	Lennar Corporation	Reimbursement #6 for Storey Lake	\$ 3,472,433.75
9/6/18	22	KPM Franklin	Inv#120931 - Services related to Lennar reimbursement #6	\$ 2,975.00
TOTAL				\$ 6,550,884.64
Fiscal Year 2018				
10/1/17		Interest		\$ 4,835.74
11/1/17		Interest		\$ 5,242.63
12/1/17		Interest		\$ 5,080.64
1/1/18		Interest		\$ 5,934.33
2/1/18		Interest		\$ 6,621.83
3/1/18		Interest		\$ 6,207.86
4/1/18		Interest		\$ 4,611.53
5/1/18		Interest		\$ 4,415.24
6/1/18		Interest		\$ 4,769.92
7/1/18		Interest		\$ 4,896.61
8/1/18		Interest		\$ 5,135.19
9/1/18		Interest		\$ 22.50
TOTAL				\$ 57,774.02
Acquisition/Construction Fund at 10/1/17				\$ 6,504,959.84
Interest Earned thru 9/30/18				\$ 57,774.02
Requisitions Paid thru 9/30/18				\$ (6,550,884.64)
Remaining Acquisition/Construction Fund				\$ 11,849.22

**Shingle Creek
Community Development District
Special Assessment Bonds, Series 2015**

Date	Requisition #	Contractor	Description	Requisition
Fiscal Year 2019				
10/16/18	23	KPM Franklin	Inv# 121113 - Lennar Reimbursement & Completion of Survey	\$ 960.00
10/16/18	24	KPM Franklin	Inv# 121199 - Certification of Requisition #21	\$ 137.50
TOTAL				\$ 1,097.50
Fiscal Year 2019				
10/1/18		Interest		\$ 18.98
11/1/18		Interest		\$ 19.42
12/3/18		Interest		\$ 18.51
1/2/19		Interest		\$ 19.93
2/1/19		Interest		\$ 20.93
3/1/19		Interest		\$ 19.01
4/1/19		Interest		\$ 21.20
TOTAL				\$ 137.98
Acquisition/Construction Fund at 9/30/18				\$ 11,849.22
Interest Earned thru 4/30/19				\$ 137.98
Requisitions Paid thru 4/30/19				\$ (1,097.50)
Remaining Acquisition/Construction Fund				\$ 10,889.70

**Shingle Creek
Community Development District
Special Assessment Bonds, Series 2019**

Date	Requisition #	Contractor	Description	Requisition
Fiscal Year 2019				
2/27/19	1	Len OT Holdings, LLC	Reimbursement#1 2019 Project/Impact Fees	\$ 7,178,785.01
TOTAL				\$ 7,178,785.01
Fiscal Year 2019				
3/1/19		Interest		\$ 1,188.82
4/1/19		Interest		\$ 18,415.26
TOTAL				\$ 19,604.08
Acquisition/Construction Fund at 2/27/19				\$ 16,617,945.75
Interest Earned thru 4/30/19				\$ 19,604.08
Requisitions Paid thru 4/30/19				\$ (7,178,785.01)
Remaining Acquisition/Construction Fund				\$ 9,458,764.82

AUDIT COMMITTEE MEETING

SECTION III

SECTION A

**SHINGLE CREEK COMMUNITY DEVELOPMENT DISTRICT
REQUEST FOR PROPOSALS**

Annual Audit Services for Fiscal Year 2019
Osceola County, Florida

INSTRUCTIONS TO PROPOSE

SECTION 1. DUE DATE. Sealed proposals must be received no later than **Friday, July 26, 2019, at 2:00 P.M.**, at the offices of District Manager, located 135 W. Central Blvd., Suite 320, Orlando, FL 32801. Proposals will be publicly opened at that time.

SECTION 2. FAMILIARITY WITH THE LAW. By submitting a proposal, the Proposer is assumed to be familiar with all federal, state, and local laws, ordinances, rules, and regulations that in any manner affect the work. Ignorance on the part of the Proposer will in no way relive it from responsibility to perform the work covered by the proposal in compliance with all such laws, ordinances and regulations.

SECTION 3. QUALIFICATIONS OF PROPOSER. The contract, if awarded, will only be awarded to a responsible Proposer who is qualified by experience and licensing to do the work specified herein. The Proposer shall submit with its proposal satisfactory evidence of experience in similar work and show that it is fully prepared to complete the work to the satisfaction of the District.

SECTION 4. SUBMISSION OF ONLY ONE PROPOSAL. Proposers shall be disqualified and their proposals rejected if the District has reason to believe that collusion may exist among the Proposers, the Proposer has defaulted on any previous contract or is in arrears on any previous or existing contract, or for failure to demonstrate proper licensure and business organization.

SECTION 5. SUBMISSION OF PROPOSAL. Submit seven (7) copies and one (1) electronic copy of the Proposal Documents, and other requested attachments at the time and place indicated herein, which shall be enclosed in an opaque sealed envelope, marked with the title "Auditing Services- Shingle Creek Community Development District" on the face of it.

SECTION 6. MODIFICATION AND WITHDRAWAL. Proposals may be modified or withdrawn by an appropriate document duly executed and delivered to the place where proposals are to be submitted at any time prior to the time and date the proposals are due. No proposal may be withdrawn after opening for a period of ninety (90) days.

SECTION 7. PROPOSAL DOCUMENTS. The proposal documents shall consist of the notice announcing the request for proposals, these instructions, the Evaluation Criteria Sheet and a proposal with all required documentation pursuant to Section 12 of these instructions (the "Proposal Documents").

SECTION 8. PROPOSAL. In making its proposal, each Proposer represents that it has read and understands the Proposal Documents and that the proposal is made in accordance therewith.

SECTION 9. BASIS OF AWARD/RIGHT TO REJECT. The District reserves the right to reject any and all proposals, make modifications to the work, and waive any informalities or irregularities in proposals as it is deemed in the best interests of the District.

SECTION 10. CONTRACT AWARD. Within fourteen (14) days of receipt of the Notice of Award from the District, the Proposer shall enter into and execute a Contract (engagement letter) with the District.

SECTION 11. LIMITATION OF LIABILITY. Nothing herein shall be construed as or constitute a waiver of District's limited waiver of liability contained in section 768.28, Florida Statutes, or any other statute or law.

SECTION 12. MISCELLANEOUS. All proposals shall include the following information in addition to any other requirements of the proposal documents.

- A. List position or title of all personnel to perform work on the District audit. Include resumes for each person listed: list years of experience in present position for each party listed and years of related experience.
- B. Describe proposed staffing levels, including resumes with applicable certifications.
- C. Three references from projects of similar size and scope. The Proposer should include information relating to the work it conducted for each reference as well as a name, address and phone number of a contact person.
- D. The lump sum cost of the provision of the services under the proposal for Fiscal Year 2019, 2020, 2021, 2022 and 2023. The District intends to enter into five (5) separate one-year agreements.
- E. Provide a proposed schedule for performance of the audit.

SECTION 13. PROTESTS. Any protest regarding the Proposal Documents, must be filed in writing, at the offices of the District Manager, within seventy-two (72) hours after the receipt of the documents. The formal protest setting forth with particularity the facts and law upon which the protest is based shall be filed within seven (7) calendar days after the initial notice of protest was filed. Failure to timely file a notice of protest or failure to timely file a formal written protest shall constitute a waiver of any right to object or protest with respect to aforesaid plans, specifications or contract documents.

SECTION 14. EVALUATION OF PROPOSALS. The criteria to be used in the evaluation of proposals are presented in the Evaluation Criteria Sheet, contained within the Proposal Documents.

AUDITOR SELECTION EVALUATION CRITERIA

1. *Ability of Personnel.*

(20 Points)

(E.g., geographic locations of the firm's headquarters or permanent office in relation to the project; capabilities and experience of key personnel; present ability to manage this project; evaluation of existing work load; proposed staffing levels, etc.)

2. *Proposer's Experience.*

(20 Points)

(E.g. past record and experience of the Proposer in similar projects; volume of work previously performed by the firm; past performance for other Community Development Districts in other contracts; character, integrity, reputation, of respondent, etc.)

3. *Understanding of Scope of Work.*

(20 Points)

Extent to which the proposal demonstrates an understanding of the District's needs for the services requested.

4. *Ability to Furnish the Required Services.*

(20 Points)

Extent to which the proposal demonstrates the adequacy of Proposer's financial resources and stability as a business entity necessary to complete the services required (E.g. the existence of any natural disaster plan for business operations).

5. *Price.*

(20 Points)

Points will be awarded based upon the price bid for the rendering of the services and reasonableness of the price to the services.

SECTION B

**SHINGLE CREEK
COMMUNITY DEVELOPMENT DISTRICT
REQUEST FOR PROPOSALS FOR ANNUAL AUDIT SERVICES**

The Shingle Creek Community Development District hereby requests proposals for annual financial auditing services. The proposal must provide for the auditing of the District's financial records for the Fiscal Year ending September 30, 2019, with an option for four additional annual renewals. The District is a local unit of special-purpose government created under Chapter 190, Florida Statutes, for the purpose of financing, constructing, and maintaining public infrastructure. The District is located in Osceola County and has a general administrative operating fund and a debt service fund.

The Auditing entity submitting a proposal must be duly licensed under Chapter 173, Florida Statutes and be qualified to conduct audits in accordance with "Government Auditing Standards," as adopted by the Florida Board of Accountancy. Audits shall be conducted in accordance with Florida Law and particularly Section 218.39, Florida Statutes, and the rules of the Florida Auditor General.

Proposal packages, which include evaluation criteria and instructions to proposers, are available from the District Manager at the address and telephone number listed below.

Proposers must provide seven (7) copies and one (1) electronic copy of their proposal to GMS - CF, LLC, District Manager, 135 W. Central Blvd., Suite 320, Orlando, FL 32801, telephone (407) 841-5524, in an envelope marked on the outside **"Auditing Services - Shingle Creek Community Development District."** Proposals must be received by **Friday, July 26, 2019, 2:00 P.M.**, at the office of the District Manager. Please direct all questions regarding this Notice to the District Manager.

George S. Flint
Governmental Management Services - Central Florida, LLC
District Manager