

**The Oaks at Shady Creek  
Community Development District**

**July 19, 2024**

**AGENDA PACKAGE**

**Teams Meeting Information**

**Meeting ID: 268 355 895 066**

**Passcode: XuKUg2**

[Click here to join the meeting](#)

**The Oaks at Shady Creek Community Development District  
Board of Supervisors**

Agenda Page 2

- Robin Lush, Chairperson
- Michelle LeBeau-Elrod, Vice Chairperson
- John Bentley, Secretary
- Amy Brown, Assistant Secretary
- Vivian Rothstein, Assistant Secretary

- Gene Roberts, District Manager
- John Vericker, District Counsel
- Phil Chang, P.E. District Engineer

**Agenda for Regular Meeting**

Friday, July 19, 2024 – 10:00 A.M.

**Teams Meeting Information**

Meeting ID: 268 355 895 066

Passcode: XuKUg2

[Click here to join the meeting](#)

*All cellular phones and pagers must be turned off during the meeting. Please let us know at least 24 hours in advance if you are planning to call into the meeting.*

**1. Call to Order/Roll Call**

**2. Business Items**

A. General Matters of the District

**3. Consent Agenda**

- A. Consideration of Board of Supervisors' Minutes of the June 21, 2024, Regular Meeting
- B. Acceptance of the Financials and Approval of the Check Register as of June 30, 2024

**4. Staff Report**

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

**5. Board of Supervisors' Requests and Comments**

**6. Adjournment**

The next "CDD Meeting" and "Public Budget Hearing" is scheduled to be held on Friday, August 16, 2024 at 10:00 A.M.

**District Office:**

Inframark, Community Management Services  
210 North University Drive, Suite 702  
Coral Springs, Florida 33071  
954-603-0033

**Meeting Location:**

Carlton Lakes Clubhouse  
11404 Carlton Fields Drive,  
Riverview, Florida 33579

## **Third Order of Business**

**3A.**

**MINUTES OF MEETING  
THE OAKS AT SHADY CREEK  
COMMUNITY DEVELOPMENT DISTRICT**

The regular meeting of the Board of Supervisors of The Oaks at Shady Creek Community Development District was held on Friday, June 21, 2024 at 10:00 a.m. at the Carlton Lakes Clubhouse located at 11404 Carlton Fields Drive, Riverview, FL 33579.

Present and constituting a quorum were:

Robin Lush	Chairperson
Michelle LeBeau-Elrod	Vice Chairperson
John Bentley	Assistant Secretary
Amy Brown	Assistant Secretary
Vivian Rothstein	Assistant Secretary

Also present was:

Gene Roberts	District Manager
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*The following is a summary of the discussions and actions taken.*

**FIRST ORDER OF BUSINESS** **Call to Order/Roll Call**

Mr. Roberts called the meeting to order, and a quorum was established.

**SECOND ORDER OF BUSINESS** **Business Items**

**A. General Matters of the District**

There being none, the next order of business followed.

**THIRD ORDER OF BUSINESS** **Consent Agenda**

**A. Consideration of Board Supervisors' Minutes of the May 17, 2024 Regular Meeting**

On MOTION by Mrs. Rothstein seconded by Mrs. Brown, with all in favor, the Minutes of the May 17, 2024 Meeting, were approved. 5-0

**B. Consideration of Operation and Maintenance Expenditures for May 2024**

On MOTION by Mrs. Lush seconded by Mr. Bentley with all in favor, the Operation and Maintenance Expenditures for May 2024, were approved. 5-0

**C. Review of the Financials and Approval of the Check Register as of May 31, 2024**

The Board reviewed the Financials and Check Register as of May 31, 2024, and there were no questions.

**FOURTH ORDER OF BUSINESS** **Staff Reports**

Unapproved Minutes

43        **A. District Counsel**

44        **B. District Manager**

45        **C. District Engineer**

46        There being no reports, the next order of business followed.

47  
48        **FIFTH ORDER OF BUSINESS**

**Board of Supervisors' Requests and  
Comments**

49  
50        The Supervisors made the following comments and requests:

- 51        • Have Mainscape check the irrigation around the front annuals.
- 52        • Remove the broken no parking pole.

53        **SIXTH ORDER OF BUSINESS**

**Adjournment**

54        There being no further business,

55  
56        

On MOTION by Mrs. Rothstein seconded by Mrs. Brown, with all in 57        favor, the meeting was adjourned. 5-0
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58  
59  
60  
61        \_\_\_\_\_  
62        Gene Roberts  
District Manager

\_\_\_\_\_  
Robin Lush  
Chairperson

**3B.**

# **The Oaks at Shady Creek Community Development District**

Financial Statements  
(Unaudited)

Period Ending  
June 30, 2024

Prepared by:



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Phone (813) 873-7300 ~ Fax (813) 873-7070



# THE OAKS AT SHADY CREEK COMMUNITY DEVELOPMENT DISTRICT

## Balance Sheet

As of June 30, 2024

(In Whole Numbers)

ACCOUNT DESCRIPTION	SERIES 2015					TOTAL
	GENERAL FUND	SERIES 2015 DEBT SERVICE FUND	CAPITAL PROJECTS FUND	GENERAL FIXED ASSETS FUND	GENERAL LONG-TERM DEBT FUND	
<b>ASSETS</b>						
Cash - Operating Account	\$ 379,139	\$ -	\$ -	\$ -	\$ -	\$ 379,139
Cash in Transit	-	26,222	-	-	-	26,222
Accounts Receivable - Other	128	-	-	-	-	128
Due From Other Funds	3,322	-	-	-	-	3,322
Investments:						
Acquisition & Construction Account	-	-	542	-	-	542
Interest Account	-	20	-	-	-	20
Reserve Fund	-	120,298	-	-	-	120,298
Revenue Fund	-	404,165	-	-	-	404,165
Sinking fund	-	90	-	-	-	90
Deposits	6,612	-	-	-	-	6,612
Fixed Assets						
Construction Work In Process	-	-	-	5,823,191	-	5,823,191
Amount Avail In Debt Services	-	-	-	-	415,384	415,384
Amount To Be Provided	-	-	-	-	5,309,769	5,309,769
<b>TOTAL ASSETS</b>	<b>\$ 389,201</b>	<b>\$ 550,795</b>	<b>\$ 542</b>	<b>\$ 5,823,191</b>	<b>\$ 5,725,153</b>	<b>\$ 12,488,882</b>
<b>LIABILITIES</b>						
Accounts Payable	\$ 6,454	\$ 5,047	\$ -	\$ -	\$ -	\$ 11,501
Bonds Payable	-	-	-	-	5,725,153	5,725,153
Due To Other Funds	-	3,322	-	-	-	3,322
<b>TOTAL LIABILITIES</b>	<b>6,454</b>	<b>8,369</b>	<b>-</b>	<b>-</b>	<b>5,725,153</b>	<b>5,739,976</b>

# THE OAKS AT SHADY CREEK COMMUNITY DEVELOPMENT DISTRICT

## Balance Sheet

As of June 30, 2024

(In Whole Numbers)

ACCOUNT DESCRIPTION	GENERAL FUND	SERIES 2015 DEBT SERVICE FUND	SERIES 2015			TOTAL
			CAPITAL PROJECTS FUND	GENERAL FIXED ASSETS FUND	GENERAL LONG-TERM DEBT FUND	
<b><u>FUND BALANCES</u></b>						
Restricted for:						
Debt Service	-	542,426	-	-	-	542,426
Capital Projects	-	-	542	-	-	542
Unassigned:	382,747	-	-	5,823,191	-	6,205,938
<b>TOTAL FUND BALANCES</b>	<b>382,747</b>	<b>542,426</b>	<b>542</b>	<b>5,823,191</b>	<b>-</b>	<b>6,748,906</b>
<b>TOTAL LIABILITIES &amp; FUND BALANCES</b>	<b>\$ 389,201</b>	<b>\$ 550,795</b>	<b>\$ 542</b>	<b>\$ 5,823,191</b>	<b>\$ 5,725,153</b>	<b>\$ 12,488,882</b>

# THE OAKS AT SHADY CREEK COMMUNITY DEVELOPMENT DISTRICT

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

For the Period Ending June 30, 2024

General Fund (001)

(In Whole Numbers)

ACCOUNT DESCRIPTION	ANNUAL ADOPTED BUDGET	YEAR TO DATE ACTUAL	VARIANCE (\$) FAV(UNFAV)	YTD ACTUAL AS A % OF ADOPTED BUD
<b><u>REVENUES</u></b>				
Interest - Investments	\$ -	\$ 2,212	\$ 2,212	0.00%
Special Assmnts- Tax Collector	289,110	300,090	10,980	103.80%
<b>TOTAL REVENUES</b>	<b>289,110</b>	<b>302,302</b>	<b>13,192</b>	<b>104.56%</b>
<b><u>EXPENDITURES</u></b>				
<b><u>Administration</u></b>				
Supervisor Fees	12,000	8,000	4,000	66.67%
ProfServ-Arbitrage Rebate	700	650	50	92.86%
ProfServ-Trustee Fees	5,000	5,000	-	100.00%
Disclosure Report	4,200	3,150	1,050	75.00%
District Counsel	4,000	2,114	1,886	52.85%
District Engineer	5,000	-	5,000	0.00%
District Manager	35,100	25,313	9,787	72.12%
Auditing Services	4,500	-	4,500	0.00%
Website Compliance	1,800	1,100	700	61.11%
Postage, Phone, Faxes, Copies	600	51	549	8.50%
Public Officials Insurance	3,075	2,479	596	80.62%
Legal Advertising	2,000	708	1,292	35.40%
Bank Fees	250	-	250	0.00%
Website Administration	1,500	1,149	351	76.60%
Miscellaneous Expenses	100	-	100	0.00%
Dues, Licenses, Subscriptions	200	340	(140)	170.00%
<b>Total Administration</b>	<b>80,025</b>	<b>50,054</b>	<b>29,971</b>	<b>62.55%</b>
<b><u>Electric Utility Services</u></b>				
Utility - Electric	77,000	54,241	22,759	70.44%
<b>Total Electric Utility Services</b>	<b>77,000</b>	<b>54,241</b>	<b>22,759</b>	<b>70.44%</b>
<b><u>Water-Sewer Comb Services</u></b>				
Utility - Water	3,000	3,393	(393)	113.10%
<b>Total Water-Sewer Comb Services</b>	<b>3,000</b>	<b>3,393</b>	<b>(393)</b>	<b>113.10%</b>

# THE OAKS AT SHADY CREEK COMMUNITY DEVELOPMENT DISTRICT

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

For the Period Ending June 30, 2024

General Fund (001)

(In Whole Numbers)

ACCOUNT DESCRIPTION	ANNUAL ADOPTED BUDGET	YEAR TO DATE ACTUAL	VARIANCE (\$) FAV(UNFAV)	YTD ACTUAL AS A % OF ADOPTED BUD
<b><u>Other Physical Environment</u></b>				
Waterway Management	5,280	3,305	1,975	62.59%
Insurance -Property & Casualty	7,355	7,975	(620)	108.43%
R&M-Other Landscape	7,000	2,206	4,794	31.51%
R&M-Plant Replacement	7,000	-	7,000	0.00%
R&M-Monument, Entrance & Wall	4,000	750	3,250	18.75%
Landscape Maintenance	61,000	49,619	11,381	81.34%
Irrigation Maintenance	4,000	6,355	(2,355)	158.88%
Misc-Holiday Lighting	6,000	3,529	2,471	58.82%
Capital Reserve	27,450	50	27,400	0.18%
<b>Total Other Physical Environment</b>	<b>129,085</b>	<b>73,789</b>	<b>55,296</b>	<b>57.16%</b>
<b>TOTAL EXPENDITURES</b>	<b>289,110</b>	<b>181,477</b>	<b>107,633</b>	<b>62.77%</b>
Excess (deficiency) of revenues				
Over (under) expenditures	-	120,825	120,825	0.00%
<b>FUND BALANCE, BEGINNING (OCT 1, 2023)</b>		<b>261,922</b>		
<b>FUND BALANCE, ENDING</b>		<b>\$ 382,747</b>		

# THE OAKS AT SHADY CREEK COMMUNITY DEVELOPMENT DISTRICT

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

For the Period Ending June 30, 2024

Series 2015 Debt Service Fund (203)

(In Whole Numbers)

ACCOUNT DESCRIPTION	ANNUAL ADOPTED BUDGET	YEAR TO DATE ACTUAL	VARIANCE (\$) FAV(UNFAV)	YTD ACTUAL AS A % OF ADOPTED BUD
<b><u>REVENUES</u></b>				
Interest - Investments	\$ -	\$ 21,483	\$ 21,483	0.00%
Special Assmnts- Tax Collector	418,744	437,265	18,521	104.42%
<b>TOTAL REVENUES</b>	<b>418,744</b>	<b>458,748</b>	<b>40,004</b>	<b>109.55%</b>
<b><u>EXPENDITURES</u></b>				
<b><u>Debt Service</u></b>				
Principal Debt Retirement	145,000	145,000	-	100.00%
Interest Expense	273,744	270,663	3,081	98.87%
<b>Total Debt Service</b>	<b>418,744</b>	<b>415,663</b>	<b>3,081</b>	<b>99.26%</b>
<b>TOTAL EXPENDITURES</b>	<b>418,744</b>	<b>415,663</b>	<b>3,081</b>	<b>99.26%</b>
Excess (deficiency) of revenues				
Over (under) expenditures	-	43,085	43,085	0.00%
<b>FUND BALANCE, BEGINNING (OCT 1, 2023)</b>		<b>499,341</b>		
<b>FUND BALANCE, ENDING</b>		<b>\$ 542,426</b>		

**THE OAKS AT SHADY CREEK COMMUNITY DEVELOPMENT DISTRICT**

**Statement of Revenues, Expenditures and Changes in Fund Balances**

For the Period Ending June 30, 2024

Series 2015 Capital Projects Fund (303)

*(In Whole Numbers)*

ACCOUNT DESCRIPTION	ANNUAL ADOPTED BUDGET	YEAR TO DATE ACTUAL	VARIANCE (\$) FAV(UNFAV)	YTD ACTUAL AS A % OF ADOPTED BUD
<b><u>REVENUES</u></b>				
Interest - Investments	\$ -	\$ 20	\$ 20	0.00%
<b>TOTAL REVENUES</b>	<b>-</b>	<b>20</b>	<b>20</b>	<b>0.00%</b>
<b><u>EXPENDITURES</u></b>				
<b>TOTAL EXPENDITURES</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>0.00%</b>
Excess (deficiency) of revenues				
Over (under) expenditures	-	20	20	0.00%
<b>FUND BALANCE, BEGINNING (OCT 1, 2023)</b>		<b>522</b>		
<b>FUND BALANCE, ENDING</b>		<b><u>\$ 542</u></b>		

**THE OAKS AT SHADY CREEK COMMUNITY DEVELOPMENT DISTRICT**

**Statement of Revenues, Expenditures and Changes in Fund Balances**

For the Period Ending June 30, 2024

General Fixed Assets Fund (900)

*(In Whole Numbers)*

ACCOUNT DESCRIPTION	ANNUAL ADOPTED BUDGET	YEAR TO DATE ACTUAL	VARIANCE (\$) FAV(UNFAV)	YTD ACTUAL AS A % OF ADOPTED BUD
<b><u>REVENUES</u></b>				
<b>TOTAL REVENUES</b>	-	-	-	<b>0.00%</b>
<b><u>EXPENDITURES</u></b>				
<b>TOTAL EXPENDITURES</b>	-	-	-	<b>0.00%</b>
Excess (deficiency) of revenues				
Over (under) expenditures	-	-	-	0.00%
<b>FUND BALANCE, BEGINNING (OCT 1, 2023)</b>		<b>5,823,191</b>		
<b>FUND BALANCE, ENDING</b>		<b><u>\$ 5,823,191</u></b>		

## The Oaks At Shady Creek CDD

**Bank Account No.** 3422

Statement No. 06\_24

**Statement Date** 06/30/2024

<b>GL Balance (LCY)</b>	379,139.39
<b>GL Balance</b>	379,139.39
<b>Positive Adjustments</b>	0.00
	<hr/>
<b>Subtotal</b>	379,139.39
<b>Negative Adjustments</b>	0.00
	<hr/>
<b>Ending G/L Balance</b>	379,139.39

Statement Balance	389,726.35
Outstanding Deposits	0.00
	<hr/>
Subtotal	389,726.35
Outstanding Checks	-10,586.96
	<hr/>
Ending Balance	379,139.39

Posting Date	Document Type	Document No.	Description	Amount	Cleared Amount	Difference
<b>Deposits</b>						
06/14/2024		JE000222	DS pymnt Tax collected	8,449.25	8,449.25	0.00
						0.00
<b>Total Deposits</b>				8,449.25	8,449.25	0.00

## Checks

						0.00
05/22/2024	Payment	021455	Check for Vendor V00018	-200.00	-200.00	0.00
05/22/2024	Payment	021459	Check for Vendor V00041	-200.00	-200.00	0.00
06/06/2024	Payment	021460	Check for Vendor V00020	-263.92	-263.92	0.00
06/06/2024	Payment	021461	Check for Vendor V00022	-598.00	-598.00	0.00
06/06/2024	Payment	021462	Check for Vendor V00043	-314.51	-314.51	0.00
06/06/2024	Payment	021463	Check for Vendor V00049	-50.00	-50.00	0.00
06/12/2024	Payment	DD155	Payment of Invoice 000749	-406.71	-406.71	0.00
06/12/2024	Payment	DD156	Payment of Invoice 000743	-164.38	-164.38	0.00
06/12/2024	Payment	DD157	Payment of Invoice 000745	-45.09	-45.09	0.00
06/12/2024	Payment	DD158	Payment of Invoice 000747	-6,626.52	-6,626.52	0.00
<b>Total Checks</b>				-8,869.13	-8,869.13	0.00

## Outstanding Checks

01/12/2024	Payment	2236	Check for Vendor V00038	-3,293.92
03/14/2024	Payment	DD143	Payment of Invoice 000625	-378.87
03/14/2024	Payment	DD144	Payment of Invoice 000635	-50.19
03/14/2024	Payment	DD145	Payment of Invoice 000636	-6,628.96
03/14/2024	Payment	DD146	Payment of Invoice 000637	-35.02
05/22/2024	Payment	021456	Check for Vendor V00028	-200.00
<b>Total Outstanding Checks</b>				<b>-10,586.96</b>

## Outstanding Deposits

### Total Outstanding Deposits