



Rizzetta & Company

Easton Park Community Development District

**Board of Supervisors' Meeting
August 4, 2020**

District Office:
9428 Camden Field Parkway
Riverview, Florida 33578
813.533.2950

www.eastonparkcdd.org

EASTON PARK COMMUNITY DEVELOPMENT DISTRICT AGENDA

New Tampa Regional Library, located at 10001 Cross Creek Boulevard, Tampa, FL
33647.

Board of Supervisors	Paul Meier Arnold Sails Lisa Murphy Stephanie Nieto	Chairman Vice-Chairman Assistant Secretary Assistant Secretary
District Manager	Justin Croom	Rizzetta & Company, Inc.
District Attorney	Dan Molloy	Molloy & James, P.A.
Interim Engineer	Tonja Stewart	Stantec Consulting

All cellular phones must be placed on mute while in the meeting room.

The Audience Comment portion of the agenda is where individuals may make comments on matters that concern the District. Individuals are limited to a total of three (3) minutes to make comments during this time.

Pursuant to provisions of the Americans with Disabilities Act, any person requiring special accommodations to participate in this meeting / hearing / workshop is asked to advise the District Office at least forty-eight (48) hours before the meeting / hearing / workshop by contacting the District Manager at (813)533-2950. If you are hearing or speech impaired, please contact the Florida Relay Service by dialing 7-1-1, or 1-800-955-8771 (TTY) 1-800-955-8770 (Voice), who can aid you in contacting the District Office.

A person who decides to appeal any decision made at the meeting/hearing/workshop with respect to any matter considered at the meeting/hearing/workshop is advised that person will need a record of the proceedings and that accordingly, the person may need to ensure that a verbatim record of the proceedings is made including the testimony and evidence upon which the appeal is to be based.

Board of Supervisors
Easton Park Community
Development District

July 28, 2020

AGENDA

Dear Board Members:

The regular meeting and Public Hearing of the Board of Supervisors of the Easton Park Community Development District will be held on **Tuesday, August 4, 2020 at 4:30 p.m.** to be conducted by means of communications media technology pursuant to Executive Orders 20-52, 20-69, 20-112, 20-123, 20-139, and 20-150 issued by the Governor DeSantis on March 9, 2020, March 20, 2020, April 29, 2020, May 18, 2020, and June 23, 2020 respectively, and pursuant to Florida Statutes. To access the meeting, please use a telephone to dial 253-215-8782, and enter the ID# 8284309897. If you need assistance participating in the meeting, please contact the District Manager's Office at 813-533-2950. The following is the agenda for this meeting:

BOARD OF SUPERVISORS MEETING:

- 1. CALL TO ORDER/ROLL CALL**
- 2. AUDIENCE COMMENTS ON AGENDA ITEMS**
- 3. BUSINESS ADMINISTRATION**
 - A. Consideration of the Minutes of the Board of Supervisors' Regular Meeting held on July 7, 2020Tab 1
 - B. Consideration of Operations & Maintenance Expenditures for June 2020Tab 2
- 4. STAFF REPORTS**
 - A. District Engineer
 - B. District Counsel
 - C. Landscape & Irrigation Maintenance
 1. Presentation of Field Inspection Report.....Tab 3
 2. Consideration of Landscape Enhancement proposals.....Tab 4
 - D. Aquatic Maintenance – Aquatic Systems
 1. Presentation of Waterway Inspection Report.....Tab 5
 2. Consideration of Aquatic Plant Installation ProposalTab 6
 - E. District Manager
- 5. BUSINESS ITEMS**
 - A. Public Hearing on FY 2020/2021 Budget & Imposing Special Assessments
 1. Presentation of FY 2020-2021 BudgetTab 7
 2. Consideration of Resolution 2020-05, Adopting FY 2020-2021 BudgetTab 8
 3. Consideration of Resolution 2020-06, Imposing Special Assessments and Certifying an Assessment RollTab 9
 - B. Consideration of Resolution 2020-07, Setting Meeting Schedule for FY 2020-2021Tab 10
 - C. Consideration of Holiday Lighting ProposalTab 11
 - D. Discussion Regarding Envera Camera System

6. **SUPERVISOR REQUESTS**
7. **ADJOURNMENT**

We look forward to seeing you at the meeting. In the meantime, if you have any questions, please do not hesitate to call us at (813) 533-2950.

Sincerely,

Justin Croom

Justin Croom
District Manager

MINUTES OF MEETING

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

**EASTON PARK
COMMUNITY DEVELOPMENT DISTRICT**

The Regular meeting of the Board of Supervisors of Easton Park Community Development District was held on **Thursday, July 7, 2020 at 4:30 p.m.** to be conducted by means of media technology pursuant to Executive Orders 20-52, 20-2069 and 20-112 issued Governor DeSantis On March 9, 2020, March 20, and April 29, 2020, respectively, and pursuant to the Florida Statutes. To access the meeting, please use a telephone to dial 253-215-8782, and enter the ID# 8284309897.

Present and constituting a quorum:

Paul Meier
Arnold Sails
Lisa Murphy
Stephanie Neito

Board Supervisor, Chairman
Board Supervisor, Vice Chairman
Board Supervisor, Assistant Secretary
Board Supervisor, Assistant Secretary

Also present were:

Justin Croom
Patrick Bell
Brian Mahar
Jason Dequarn
Kevin Wilt
Audience

District Manager, Rizzetta & Company, Inc.
Field Service Manager, Rizzetta & Company, Inc.
Yellowstone Landscape
Solitude Lake Management
Solitude Lake Management

FIRST ORDER OF BUSINESS

Call to Order

Mr. Croom called the meeting to order and performed roll call.

SECOND ORDER OF BUSINESS

Audience Comments

No Audience Present

THIRD ORDER OF BUSINESS

Consideration of the Minutes of the Board of Supervisors' Regular Meeting held on June 2, 2020

On a Motion by Ms. Murphy, seconded by Mr. Sails, with all in favor, the Board of Supervisors approved the minutes as presented of the Board of Supervisors' Regular meeting held on June 2, 2020 as presented for the Easton Park Community Development District.

FOURTH ORDER OF BUSINESS

**Consideration of Operations & Maintenance
Expenditures for May 2020**

On a Motion by Mr. Meier, seconded by Mr. Sails with all in favor, the Board of Supervisors approved the Operations & Maintenance Expenditures for May 2020 (\$44,071.38) for the Easton Park Community Development District.

FIFTH ORDER OF BUSINESS

Staff Reports

A. District Engineer:

Not Present. No Report.

B. District Counsel:

No Present. No Report.

C. Landscape & Irrigation Maintenance:

1. Presentation of Field Inspection Report

Mr. Bell reviewed the field inspection with the Board. There was General discussion regarding landscape enhancements. The Board is happy with the plantings overall but would like more at the front. The Board reviewed several landscape enhancement proposals from Yellowstone Landscape. The Direction from the Board was to table these until the revised proposals are received.

On a Motion by Ms. Nieto, seconded by Mr. Sails, with all in favor, the Board of Supervisors approved the proposal from Yellowstone Landscape for tree removal at a total cost of \$457.00 for the Easton Park Community Development District.

D. Aquatic Maintenance-Aquatic Systems:

1. Presentation of Waterway Report.

Mr. Croom reviewed the Waterway Inspection report to the Board. There was a discussion regarding the necessary treatments for pond # 5.

2. Consideration of Planting Proposals

The Board reviewed planting proposals from Solitude Lake Management. Discussion ensued and the Board would like to see revised proposals.

E. District Manager:

Mr. Croom communicated that the next regular meeting is scheduled for August 4th, 2020 at 4:30 p.m. to be held at the new Tampa Regional Library pending the reopening. If the library will remain closed the meeting will be held via zoom

conference.

SIXTTH ORDER OF BUSINESS

Consideration of Aquatic Maintenance Proposals

The Board would like to table these proposals

SEVENTH ORDER OF BUSINESS

Supervisors Requests

Ms. Nieto commented on the Morris Bridge.

EIGHTH ORDER OF BUSINESS

ADJOURNMENT

On a Motion by Mr. Sails, seconded by Mr. Meier, with all in favor, the Board of Supervisors adjourned the meeting at 5:53 p.m. for the Easton Park Community Development District.

Secretary / Assistant Secretary

Chairman / Vice Chairman

DRAFT

EASTON PARK COMMUNITY DEVELOPMENT DISTRICT

DISTRICT OFFICE · 9428 CAMDEN FIELD PARKWAY · RIVERVIEW, FLORIDA 33578

Operation and Maintenance Expenditures June 2020 For Board Approval

Attached please find the check register listing the Operation and Maintenance expenditures paid from June 1, 2020 through June 30, 2020. This does not include expenditures previously approved by the Board.

The total items being presented: **\$39,508.13**

Approval of Expenditures:

_____ Chairperson

_____ Vice Chairperson

_____ Assistant Secretary

Easton Park Community Development District

Paid Operation & Maintenance Expenditures

June 1, 2020 Through June 30, 2020

<u>Vendor Name</u>	<u>Check Number</u>	<u>Invoice Number</u>	<u>Invoice Description</u>	<u>Invoice Amount</u>
Bright House Networks	001592	046396702052220	Internet Service 05/20	\$ 104.98
Hidden Eyes LLC	001599	0520 689652	Alarm Monitoring Services 05/20	\$ 481.85
Molloy & James	001600	17327	General/Monthly Legal Services 05/20	\$ 275.00
Office Dynamics	001595	00031213	Books Copied 05/20	\$ 77.58
Rizzetta & Company, Inc.	001596	INV0000050122	District Management Fees 06/20	\$ 5,285.84
Rizzetta Technology Services, LLC.	001593	INV0000005873	Website Hosting Services 06/20	\$ 100.00
Rust-Off Inc.	001601	26244	Rust Prevention Maintenance 06/20	\$ 595.00
Solitude Lake Management	001602	PI-A00420391	Monthly Lake & Wetland Services 06/20	\$ 3,735.00
Tampa Electric Company	001603	TECO Summary 05/20	Summary Bill 05/20	\$ 9,879.75
Times Publishing Company	001597	0000085088 05/24/20	Legal Advertising Account #119371 05/24/20	\$ 356.00
Yellowstone Landscape	001594	TM 115139	Pictorial Park Sod Fill In Project 0520	\$ 5,085.85
Yellowstone Landscape	001604	TM 120328	Monthly Landscape Maintenance 06/20	\$ 13,531.28
Report Total				<u>\$ 39,508.13</u>



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Easton Park Community Development District

eastonparkcdd.com

**Approved Proposed Budget for Fiscal Year
2020/2021**

Presented by: Rizzetta & Company, Inc.

**9428 Camden Field Parkway
Riverview, Florida 33578
Phone: 813-533-2950**

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GENERAL FUND BUDGET ACCOUNT CATEGORY DESCRIPTION

The General Fund Budget Account Category Descriptions are subject to change at any time depending on its application to the District. Please note, not all General Fund Budget Account Category Descriptions are applicable to the District indicated above. Uses of the descriptions contained herein are intended for general reference.

REVENUES:

Interest Earnings: The District may earn interest on its monies in the various operating accounts.

Tax Roll: The District levies Non-Ad Valorem Special Assessments on all of the assessable property within the District to pay for operating expenditures incurred during the Fiscal Year. The assessments may be collected in two ways. The first is by placing them on the County's Tax Roll, to be collected with the County's Annual Property Tax Billing. This method is only available to land properly platted within the time limits prescribed by the County.

Off Roll: For lands not on the tax roll and that is by way of a direct bill from the District to the appropriate property owner.

Developer Contributions: The District may enter into a funding agreement and receive certain prescribed dollars from the Developer to off-set expenditures of the District.

Event Rental: The District may receive monies for event rentals for such things as weddings, birthday parties, etc.

Miscellaneous Revenues: The District may receive monies for the sale or provision of electronic access cards, entry decals etc.

Facilities Rentals: The District may receive monies for the rental of certain facilities by outside sources, for such items as office space, snack bar/restaurants etc.

EXPENDITURES – ADMINISTRATIVE:

Supervisor Fees: The District may compensate its supervisors within the appropriate statutory limits of \$200.00 maximum per meeting within an annual cap of \$4,800.00 per supervisor.



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Administrative Services: The District will incur expenditures for the day to today operation of District matters. These services include support for the District Management function, recording and preparation of meeting minutes, records retention and maintenance in accordance with Chapter 119, Florida Statutes, and the District's adopted Rules of Procedure, preparation and delivery of agenda, overnight deliveries, facsimiles and phone calls.

District Management: The District as required by statute, will contract with a firm to provide for management and administration of the District's day to day needs. These services include the conducting of board meetings, workshops, overall administration of District functions, all required state and local filings, preparation of annual budget, purchasing, risk management, preparing various resolutions and all other secretarial duties requested by the District throughout the year is also reflected in this amount.

District Engineer: The District's engineer provides general engineering services to the District. Among these services are attendance at and preparation for monthly board meetings, review of construction invoices and all other engineering services requested by the district throughout the year.

Disclosure Report: The District is required to file quarterly and annual disclosure reports, as required in the District's Trust Indenture, with the specified repositories. This is contracted out to a third party in compliance with the Trust Indenture.

Trustee's Fees: The District will incur annual trustee's fees upon the issuance of bonds for the oversight of the various accounts relating to the bond issues.

Assessment Roll: The District will contract with a firm to maintain the assessment roll and annually levy a Non-Ad Valorem assessment for operating and debt service expenses.

Financial & Revenue Collections: Services include all functions necessary for the timely billing and collection and reporting of District assessments in order to ensure adequate funds to meet the District's debt service and operations and maintenance obligations. These services include, but are not limited to, assessment roll preparation and certification, direct billings and funding request processing as well as responding to property owner questions regarding District assessments. This line item also includes the fees incurred for a Collection Agent to collect the funds for the principal and interest payment for its short-term bond issues and any other bond related collection needs. These funds are collected as prescribed in the Trust Indenture. The Collection Agent also provides for the release of liens on property after the full collection of bond debt levied on particular properties.

Accounting Services: Services include the preparation and delivery of the District's financial statements in accordance with Governmental Accounting Standards, accounts payable and accounts receivable functions, asset tracking, investment tracking, capital program administration and requisition processing, filing of annual reports required by the State of Florida and monitoring of trust account activity.



Auditing Services: The District is required annually to conduct an audit of its financial records by an Independent Certified Public Accounting firm, once it reaches certain revenue and expenditure levels, or has issued bonds and incurred debt.

Arbitrage Rebate Calculation: The District is required to calculate the interest earned from bond proceeds each year pursuant to the Internal Revenue Code of 1986. The Rebate Analyst is required to verify that the District has not received earnings higher than the yield of the bonds.

Travel: Each Board Supervisor and the District Staff are entitled to reimbursement for travel expenses per Florida Statutes 190.006(8).

Public Officials Liability Insurance: The District will incur expenditures for public officials' liability insurance for the Board and Staff.

Legal Advertising: The District will incur expenditures related to legal advertising. The items for which the District will advertise include, but are not limited to meeting schedules, special meeting notices, and public hearings, bidding etc. for the District based on statutory guidelines

Bank Fees: The District will incur bank service charges during the year.

Dues, Licenses & Fees: The District is required to pay an annual fee to the Department of Economic Opportunity, along with other items which may require licenses or permits, etc.

Miscellaneous Fees: The District could incur miscellaneous throughout the year, which may not fit into any standard categories.

Website Hosting, Maintenance and Email: The District may incur fees as they relate to the development and ongoing maintenance of its own website along with possible email services if requested.

District Counsel: The District's legal counsel provides general legal services to the District. Among these services are attendance at and preparation for monthly board meetings, review of operating and maintenance contracts and all other legal services requested by the district throughout the year.

EXPENDITURES - FIELD OPERATIONS:

Deputy Services: The District may wish to contract with the local police agency to provide security for the District.



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Security Services and Patrols: The District may wish to contract with a private company to provide security for the District.

Electric Utility Services: The District will incur electric utility expenditures for general purposes such as irrigation timers, lift station pumps, fountains, etc.

Streetlights: The District may have expenditures relating to streetlights throughout the community. These may be restricted to main arterial roads or in some cases to all streetlights within the District's boundaries.

Utility - Recreation Facility: The District may budget separately for its recreation and or amenity electric separately.

Gas Utility Services: The District may incur gas utility expenditures related to district operations at its facilities such as pool heat etc.

Garbage - Recreation Facility: The District will incur expenditures related to the removal of garbage and solid waste.

Solid Waste Assessment Fee: The District may have an assessment levied by another local government for solid waste, etc.

Water-Sewer Utility Services: The District will incur water/sewer utility expenditures related to district operations.

Utility - Reclaimed: The District may incur expenses related to the use of reclaimed water for irrigation.

Aquatic Maintenance: Expenses related to the care and maintenance of the lakes and ponds for the control of nuisance plant and algae species.

Fountain Service Repairs & Maintenance: The District may incur expenses related to maintaining the fountains within throughout the Parks & Recreational areas

Lake/Pond Bank Maintenance: The District may incur expenditures to maintain lake banks, etc. for the ponds and lakes within the District's boundaries, along with planting of beneficial aquatic plants, stocking of fish, mowing and landscaping of the banks as the District determines necessary.

Wetland Monitoring & Maintenance: The District may be required to provide for certain types of monitoring and maintenance activities for various wetlands and waterways by other governmental entities.

Mitigation Area Monitoring & Maintenance: The District may be required to provide for certain types of monitoring and maintenance activities for various mitigation areas by other governmental entities.



Aquatic Plant Replacement: The expenses related to replacing beneficial aquatic plants, which may or may not have been required by other governmental entities.

General Liability Insurance: The District will incur fees to insure items owned by the District for its general liability needs

Property Insurance: The District will incur fees to insure items owned by the District for its property needs

Entry and Walls Maintenance: The District will incur expenditures to maintain the entry monuments and the fencing.

Landscape Maintenance: The District will incur expenditures to maintain the rights-of-way, median strips, recreational facilities including pond banks, entryways, and similar planting areas within the District. These services include but are not limited to monthly landscape maintenance, fertilizer, pesticides, annuals, mulch, and irrigation repairs.

Irrigation Maintenance: The District will incur expenditures related to the maintenance of the irrigation systems.

Irrigation Repairs: The District will incur expenditures related to repairs of the irrigation systems.

Landscape Replacement: Expenditures related to replacement of turf, trees, shrubs etc.

Field Services: The District may contract for field management services to provide landscape maintenance oversight.

Miscellaneous Fees: The District may incur miscellaneous expenses that do not readily fit into defined categories in field operations.

Gate Phone: The District will incur telephone expenses if the District has gates that are to be opened and closed.

Street/Parking Lot Sweeping: The District may incur expenses related to street sweeping for roadways it owns or are owned by another governmental entity, for which it elects to maintain.

Gate Facility Maintenance: Expenses related to the ongoing repairs and maintenance of gates owned by the District if any.

Sidewalk Repair & Maintenance: Expenses related to sidewalks located in the right of way of streets the District may own if any.

Roadway Repair & Maintenance: Expenses related to the repair and maintenance of roadways owned by the District if any.



Employees - Salaries: The District may incur expenses for employees/staff members needed for the recreational facilities such as Clubhouse Staff.

Employees - P/R Taxes: This is the employer's portion of employment taxes such as FICA etc.

Employee - Workers' Comp: Fees related to obtaining workers compensation insurance.

Management Contract: The District may contract with a firm to provide for the oversight of its recreation facilities.

Maintenance & Repair: The District may incur expenses to maintain its recreation facilities.

Facility Supplies: The District may have facilities that required various supplies to operate.

Gate Maintenance & Repairs: Any ongoing gate repairs and maintenance would be included in this line item.

Telephone, Fax, Internet: The District may incur telephone, fax and internet expenses related to the recreational facilities.

Office Supplies: The District may have an office in its facilities which require various office related supplies.

Clubhouse - Facility Janitorial Service: Expenses related to the cleaning of the facility and related supplies.

Pool Service Contract: Expenses related to the maintenance of swimming pools and other water features.

Pool Repairs: Expenses related to the repair of swimming pools and other water features.

Security System Monitoring & Maintenance: The District may wish to install a security system for the clubhouse

Clubhouse Miscellaneous Expense: Expenses which may not fit into a defined category in this section of the budget

Athletic/Park Court/Field Repairs: Expense related to any facilities such as tennis, basketball etc.

Trail/Bike Path Maintenance: Expenses related to various types of trail or pathway systems the District may own, from hard surface to natural surfaces.



Special Events: Expenses related to functions such as holiday events for the public enjoyment

Miscellaneous Fees: Monies collected and allocated for fees that the District could incur throughout the year, which may not fit into any standard categories.

Miscellaneous Contingency: Monies collected and allocated for expenses that the District could incur throughout the year, which may not fit into any standard categories.

Capital Outlay: Monies collected and allocated for various projects as they relate to public improvements.



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RESERVE FUND BUDGET ACCOUNT CATEGORY DESCRIPTION

The Reserve Fund Budget Account Category Descriptions are subject to change at any time depending on its application to the District. Please note, not all Reserve Fund Budget Account Category Descriptions are applicable to the District indicated above. Uses of the descriptions contained herein are intended for general reference.

REVENUES:

Tax Roll: The District levies Non-Ad Valorem Special Assessments on all of the assessable property within the District to pay for operating expenditures incurred during the Fiscal Year. The assessments may be collected in two ways. The first is by placing them on the County's Tax Roll, to be collected with the County's Annual Property Tax Billing. This method is only available to land properly platted within the time limits prescribed by the County.

Off Roll: For lands not on the tax roll and that is by way of a direct bill from the District to the appropriate property owner.

Developer Contributions: The District may enter into a funding agreement and receive certain prescribed dollars from the Developer to off-set expenditures of the District.

Miscellaneous Revenues: The District may receive monies for the sale or provision of electronic access cards, entry decals etc.

EXPENDITURES:

Capital Reserve: Monies collected and allocated for the future repair and replacement of various capital improvements such as club facilities, swimming pools, athletic courts, roads, etc.

Capital Outlay: Monies collected and allocated for various projects as they relate to public improvements.



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DEBT SERVICE FUND BUDGET ACCOUNT CATEGORY DESCRIPTION

The Debt Service Fund Budget Account Category Descriptions are subject to change at any time depending on its application to the District. Please note, not all Debt Service Fund Budget Account Category Descriptions are applicable to the District indicated above. Uses of the descriptions contained herein are intended for general reference.

REVENUES:

Special Assessments: The District may levy special assessments to repay the debt incurred by the sale of bonds to raise working capital for certain public improvements. The assessments may be collected in the same fashion as described in the Operations and Maintenance Assessments.

EXPENDITURES – ADMINISTRATIVE:

Bank Fees: The District may incur bank service charges during the year.

Debt Service Obligation: This would a combination of the principal and interest payment to satisfy the annual repayment of the bond issue debt.



Approved Proposed Budget
Easton Park Community Development District
General Fund
Fiscal Year 2020/2021

	Chart of Accounts Classification	Actual YTD through 06/30/20	Projected Annual Totals 2019/2020	Annual Budget for 2019/2020	Projected Budget variance for 2019/2020	Budget for 2020/2021	Budget Increase (Decrease) vs 2019/2020	Comments
1								
2	REVENUES							
3								
4	Interest Earnings							
5	Interest Earnings	\$ 371	\$ 495	\$ -	\$ 495	\$ -	\$ -	
6	Special Assessments							
7	Tax Roll*	\$ 543,046	\$ 543,046	\$ 536,850	\$ 6,196	\$ 536,850	\$ -	
8								
9	TOTAL REVENUES	\$ 543,417	\$ 543,541	\$ 536,850	\$ 6,691	\$ 536,850	\$ -	
10								
11	Balance Forward from Prior Year	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
12								
13	TOTAL REVENUES AND BALANCE FORWARD	\$ 543,417	\$ 543,541	\$ 536,850	\$ 6,691	\$ 536,850	\$ -	
14								
15	*Allocation of assessments between the Tax Roll and Off Roll are estimates only and subject to change prior to certification.							
16								
17	EXPENDITURES - ADMINISTRATIVE							
18								
19	Legislative							
20	Supervisor Fees	\$ 6,400	\$ 8,533	\$ 12,000	\$ 3,467	\$ 12,000	\$ -	
21	Financial & Administrative							
22	Administrative Services	\$ 3,600	\$ 4,725	\$ 4,800	\$ 75	\$ 4,800	\$ -	DM fee
23	District Management	\$ 20,873	\$ 26,507	\$ 27,830	\$ 1,323	\$ 27,830	\$ -	DM fee
24	District Engineer	\$ 1,225	\$ 1,633	\$ 5,000	\$ 3,367	\$ 5,000	\$ -	
25	Disclosure Report	\$ -	\$ -	\$ 1,100	\$ 1,100	\$ 1,100	\$ -	
26	Trustees Fees	\$ 3,792	\$ 3,792	\$ 3,658	\$ (134)	\$ 3,658	\$ -	
27	Assessment Roll	\$ 5,000	\$ 5,000	\$ 5,000	\$ -	\$ 5,000	\$ -	DM fee
28	Financial & Revenue Collections	\$ 3,750	\$ 5,000	\$ 5,000	\$ -	\$ 5,000	\$ -	DM fee
29	Accounting Services	\$ 13,500	\$ 17,745	\$ 18,000	\$ 255	\$ 18,000	\$ -	DM fee
30	Auditing Services	\$ 3,750	\$ 3,750	\$ 4,000	\$ 250	\$ 4,000	\$ -	FYE 19' & 20' - \$3,750. FYE 21' - \$3875
31	Arbitrage Rebate Calculation	\$ -	\$ -	\$ 500	\$ 500	\$ 500	\$ -	
32	Miscellaneous Mailings	\$ 521	\$ 695	\$ 1,000	\$ 305	\$ 1,000	\$ -	Printed Agendas
33	Public Officials Liability Insurance	\$ 2,306	\$ 2,250	\$ 2,450	\$ 200	\$ 2,537	\$ 87	Egis Estimate
34	Legal Advertising	\$ 1,289	\$ 1,719	\$ 1,000	\$ (719)	\$ 1,000	\$ -	
35	Bank Fees	\$ 267	\$ 356	\$ 300	\$ (56)	\$ 300	\$ -	
36	Dues, Licenses & Fees	\$ 175	\$ 233	\$ 175	\$ (58)	\$ 175	\$ -	
38	Website Hosting, Maintenance, Backup (and	\$ 4,763	\$ 6,351	\$ 6,000	\$ (351)	\$ 4,000	\$ (2,000)	\$228.13/month +\$1.05 per page over 750 ye
39	Legal Counsel							
40	District Counsel	\$ 4,660	\$ 6,213	\$ 5,000	\$ (1,213)	\$ 5,000	\$ -	
41								
42	Administrative Subtotal	\$ 75,871	\$ 94,502	\$ 102,813	\$ 8,311	\$ 100,900	\$ (1,913)	
43								
44	EXPENDITURES - FIELD OPERATIONS							
45								
46	Security Operations							
47	Dedicated Internet Service	\$ 880	\$ 1,173	\$ 3,048	\$ 1,875	\$ 1,500	\$ (1,548)	Spectrum - \$104.98/month
48	Security Monitoring Services	\$ 22,768	\$ 5,136	\$ 5,136	\$ -	\$ 5,800	\$ 664	Envera - \$482 a month
49	Electric Utility Services							
50	Street Light Bond	\$ 600	\$ 600	\$ 600	\$ -	\$ 600	\$ -	
51	Street Lights	\$ 83,870	\$ 111,827	\$ 113,000	\$ 1,173	\$ 114,000	\$ 1,000	FYE 19' - \$113,269. Added entrance light
52	Utility - Roundabout Lights	\$ 312	\$ 416	\$ 500	\$ 84	\$ 500	\$ -	FYE 19' - \$354
53	Utility-Fountains	\$ 2,530	\$ 3,373	\$ 5,000	\$ 1,627	\$ 5,000	\$ -	FYE19' - \$4,715
54	Utility-Irrigation	\$ 2,829	\$ 3,772	\$ 4,000	\$ 228	\$ 4,000	\$ -	FYE19' - \$3,866
55	Stormwater Control							
56	Aquatic Maintenance	\$ 22,590	\$ 30,120	\$ 30,120	\$ -	\$ 30,120	\$ -	\$2,510/month
57	Fountain Service Repairs & Maintenance	\$ 7,084	\$ 9,445	\$ 2,000	\$ (7,445)	\$ 2,000	\$ -	\$173/Qtr Fountain Main. \$1308 for repairs
58	Lake/Pond Bank Maintenance	\$ -	\$ -	\$ 2,500	\$ 2,500	\$ 2,500	\$ -	
59	Invasive Plant Removal	\$ 11,025	\$ 14,700	\$ 25,000	\$ 10,300	\$ 20,000	\$ (5,000)	Monthly removal & littoral shelf program \$14,
60	Stormwater System Maintenance	\$ -	\$ -	\$ 1,000	\$ 1,000	\$ 1,000	\$ -	
61	Other Physical Environment							
62	General Liability Insurance	\$ 2,563	\$ 2,500	\$ 2,750	\$ 250	\$ 2,819	\$ 69	Egis Estimate
63	Property Insurance	\$ 1,784	\$ 1,760	\$ 1,936	\$ 176	\$ 2,171	\$ 235	Egis Estimate
64	Rust Prevention	\$ 5,355	\$ 7,140	\$ 7,140	\$ -	\$ 7,140	\$ -	\$595/month
65	Entry & Walls Maintenance	\$ 1,848	\$ 2,464	\$ 1,000	\$ (1,464)	\$ 1,000	\$ -	
66	Landscape Maintenance	\$ 110,248	\$ 146,997	\$ 142,863	\$ (4,134)	\$ 145,000	\$ 2,137	\$11,905.24/month. \$1,475/yr- top choice

Budget Template
Easton Park Community Development District
Debt Service
Fiscal Year 2020/2021

Chart of Accounts Classification	Series 2017	Budget for 2020/2021
REVENUES		
Special Assessments		
Net Special Assessments	\$413,001.41	\$413,001.41
TOTAL REVENUES	\$413,001.41	\$413,001.41
EXPENDITURES		
Administrative		
Financial & Administrative		
Debt Service Obligation	\$413,001.41	\$413,001.41
Administrative Subtotal	\$413,001.41	\$413,001.41
TOTAL EXPENDITURES	\$413,001.41	\$413,001.41
EXCESS OF REVENUES OVER EXPENDITURE	\$0.00	\$0.00

Hillsborough County Collection Costs (2%) and Early payment Discounts (4%): 6.0%

Gross assessments **\$438,989.59**

Notes:

1. Tax Roll County Collection Costs and Early Payment Discount is 6.0% of Tax Roll.. Budgeted net of tax roll assessments. See Assessment Table.

Easton Park Community Development District

FISCAL YEAR 2020/2021 O&M & DEBT SERVICE ASSESSMENT SCHEDULE

2020/2021 O&M Budget	\$536,850.00
Collection Cost @ 2%	\$11,422.34
Early Payment Discount @ 4%	\$22,844.68
2020/2021 Total:	\$571,117.02

2019/2020 O&M Budget	\$536,850.00
2020/2021 O&M Budget	\$536,850.00

Total Difference:	\$0.00
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	<u>PER UNIT ANNUAL ASSESSMENT</u>		Proposed Increase / Decrease	
	<u>2019/2020</u>	<u>2020/2021</u>	\$	%
Debt Service - Single Family 50'	\$689.56	\$689.56	\$0.00	0.00%
Operations/Maintenance - Single Family 50'	\$893.77	\$893.77	\$0.00	0.00%
Total	\$1,583.33	\$1,583.33	\$0.00	0.00%
Debt Service - Single Family 65'	\$775.75	\$775.75	\$0.00	0.00%
Operations/Maintenance - Single Family 65'	\$1,005.49	\$1,005.49	\$0.00	0.00%
Total	\$1,781.24	\$1,781.24	\$0.00	0.00%
Debt Service - Single Family 75'	\$861.94	\$861.94	\$0.00	0.00%
Operations/Maintenance - Single Family 75'	\$1,117.21	\$1,117.21	\$0.00	0.00%
Total	\$1,979.15	\$1,979.15	\$0.00	0.00%

EASTON PARKFISCAL YEAR 2020/2021 O&M & DEBT SERVICE ASSESSMENT SCHEDULE

TOTAL O&M BUDGET		\$536,850.00
COLLECTION COSTS @	2.0%	\$11,422.34
EARLY PAYMENT DISCOUNT @	4.0%	\$22,844.68
TOTAL O&M ASSESSMENT		<u>\$571,117.02</u>

LOT SIZE	UNITS ASSESSED		ALLOCATION OF O&M ASSESSMENT				PER LOT ANNUAL ASSESSMENT		
	O&M	SERIES 2017 DEBT SERVICE ^{(1) (2)}	EAU FACTOR	TOTAL EAU's	% TOTAL EAU's	TOTAL O&M BUDGET	O&M	SERVICE ⁽³⁾	TOTAL ⁽⁴⁾
Single Family 50'	360	360	0.80	288.00	56.34%	\$321,756.07	\$893.77	\$689.56	\$1,583.33
Single Family 65'	168	167	0.90	151.20	29.58%	\$168,921.94	\$1,005.49	\$775.75	\$1,781.24
Single Family 75'	72	71	1.00	72.00	14.08%	\$80,439.02	\$1,117.21	\$861.94	\$1,979.15
	<u>600</u>	<u>598</u>		<u>511.20</u>	<u>100.00%</u>	<u>\$571,117.02</u>			
LESS: Hillsborough County Collection Costs (2%) and Early Payment Discounts (4%):						(\$34,267.02)			
Net Revenue to be Collected						<u><u>\$536,850.00</u></u>			

(1) Reflects 2 (two) Series 2017 prepayments.

(2) Reflects the number of total lots with Series 2017 debt outstanding.

(3) Annual debt service assessment per lot adopted in connection with the Series 2017 bond issue. Annual assessment includes principal, interest, Hillsborough County collection costs and early payment discount costs.

(4) Annual assessment that will appear on November 2020 Hillsborough County property tax bill. Amount shown includes all applicable county collection costs and early payment discounts (up to 4% if paid early)

RESOLUTION 2020-05

THE ANNUAL APPROPRIATION RESOLUTION OF THE EASTON PARK COMMUNITY DEVELOPMENT DISTRICT (“DISTRICT”) RELATING TO THE ANNUAL APPROPRIATIONS AND ADOPTING THE BUDGETS FOR THE FISCAL YEAR BEGINNING OCTOBER 1, 2020, AND ENDING SEPTEMBER 30, 2021; AUTHORIZING BUDGET AMENDMENTS; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, the District Manager has, prior to the fifteenth (15th) day in June, 2020, submitted to the Board of Supervisors (“**Board**”) of the Easton Park Community Development District (“**District**”) proposed budgets (“**Proposed Budget**”) for the fiscal year beginning October 1, 2020 and ending September 30, 2021 (“**Fiscal Year 2020/2021**”) along with an explanatory and complete financial plan for each fund of the District, pursuant to the provisions of Section 190.008(2)(a), *Florida Statutes*; and

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

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

WHEREAS, the District Manager posted the Proposed Budget on the District’s website at least two days before the public hearing; and

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

WHEREAS, the District Manager has prepared a Proposed Budget, whereby the budget shall project the cash receipts and disbursements anticipated during a given time period, including reserves for contingencies for emergency or other unanticipated expenditures during the fiscal year.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF SUPERVISORS OF THE EASTON PARK COMMUNITY DEVELOPMENT DISTRICT:

SECTION 1. BUDGET

- a. The Board has reviewed the Proposed Budget, a copy of which is on file with the office of the District Manager and at the District’s Local Records Office, and hereby approves certain amendments thereto, as shown in Section 2 below.

- b. The Proposed Budget, attached hereto as **Exhibit "A,"** as amended by the Board, is hereby adopted in accordance with the provisions of Section 190.008(2)(a), *Florida Statutes ("Adopted Budget")*, and incorporated herein by reference; provided, however, that the comparative figures contained in the Adopted Budget may be subsequently revised as deemed necessary by the District Manager to reflect actual revenues and expenditures.
- c. The Adopted Budget, as amended, shall be maintained in the office of the District Manager and at the District's Local Records Office and identified as "The Budget for the Easton Park Community Development District for the Fiscal Year Ending September 30, 2021."
- d. The Adopted Budget shall be posted by the District Manager on the District's official website within thirty (30) days after adoption, and shall remain on the website for at least 2 years.

SECTION 2. APPROPRIATIONS

There is hereby appropriated out of the revenues of the District, for Fiscal Year 2020/2021, the sum of \$ to be raised by the levy of assessments and/or otherwise, which sum is deemed by the Board to be necessary to defray all expenditures of the District during said budget year, to be divided and appropriated in the following fashion:

TOTAL GENERAL FUND	\$
DEBT SERVICE	\$
TOTAL ALL FUNDS	\$

SECTION 3. BUDGET AMENDMENTS

Pursuant to Section 189.016, *Florida Statutes*, the District at any time within Fiscal Year 2020/2021 or within 60 days following the end of the Fiscal Year 2020/2021 may amend its Adopted Budget for that fiscal year as follows:

- a. The Board may authorize an increase or decrease in line item appropriations within a fund by motion recorded in the minutes if the total appropriations of the fund do not increase.
- b. The District Manager or Treasurer may authorize an increase or decrease in line item appropriations within a fund if the total appropriations of the fund do not increase and if the aggregate change in the original appropriation item does not exceed \$10,000 or 10% of the original appropriation.

- c. By resolution, the Board may increase any appropriation item and/or fund to reflect receipt of any additional unbudgeted monies and make the corresponding change to appropriations or the unappropriated balance.
- d. Any other budget amendments shall be adopted by resolution and consistent with Florida law.

The District Manager or Treasurer must establish administrative procedures to ensure that any budget amendments are in compliance with this Section 3 and Section 189.016, *Florida Statutes*, among other applicable laws. Among other procedures, the District Manager or Treasurer must ensure that any amendments to budget under subparagraphs c. and d. above are posted on the District’s website within 5 days after adoption and remain on the website for at least 2 years.

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

PASSED AND ADOPTED THIS 4TH DAY OF AUGUST, 2020.

ATTEST:

**EASTON PARK COMMUNITY
DEVELOPMENT DISTRICT**

Secretary

Chairman, Board of Supervisors

Exhibit A: Fiscal Year 2020/2021 Budget

Exhibit A

Fiscal Year 2020/2021 Budget

RESOLUTION 2020-06

A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE EASTON PARK COMMUNITY DEVELOPMENT DISTRICT MAKING A DETERMINATION OF BENEFIT AND IMPOSING SPECIAL ASSESSMENTS FOR FISCAL YEAR 2020/2021; PROVIDING FOR THE COLLECTION AND ENFORCEMENT OF SPECIAL ASSESSMENTS; CERTIFYING AN ASSESSMENT ROLL; PROVIDING FOR AMENDMENTS TO THE ASSESSMENT ROLL; PROVIDING A SEVERABILITY CLAUSE; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, the Easton Park Community Development District ("**District**") is a local unit of special-purpose government established pursuant to Chapter 190, *Florida Statutes*, for the purpose of providing, operating and maintaining infrastructure improvements, facilities and services to the lands within the District; and

WHEREAS, the District is located in Hillsborough County, Florida ("**County**"); and

WHEREAS, the District has constructed or acquired various infrastructure improvements and provides certain services in accordance with the District's adopted capital improvement plan and Chapter 190, *Florida Statutes*; and

WHEREAS, the Board of Supervisors ("**Board**") of the District hereby determines to undertake various operations and maintenance and other activities described in the District's budget ("**Adopted Budget**") for the fiscal year beginning October 1, 2020 and ending September 30, 2021 ("**Fiscal Year 2020/2021**"), attached hereto as **Exhibit "A"** and incorporated by reference herein; and

WHEREAS, the District must obtain sufficient funds to provide for the operation and maintenance of the services and facilities provided by the District as described in the Adopted Budget; and

WHEREAS, the provision of such services, facilities, and operations is a benefit to lands within the District; and

WHEREAS, Chapter 190, *Florida Statutes*, provides that the District may impose special assessments on benefitted lands within the District; and

WHEREAS, it is in the best interests of the District to proceed with the imposition of the special assessments for operations and maintenance in the amount set forth in the Adopted Budget; and

WHEREAS, the District has previously levied an assessment for debt service, which the District desires to collect for Fiscal Year 2020/2021; and

WHEREAS, Chapter 197, *Florida Statutes*, provides a mechanism pursuant to which such special assessments may be placed on the tax roll and collected by the local tax collector ("**Uniform Method**"), and the District has previously authorized the use of the Uniform Method by, among other things, entering into agreements with the Property Appraiser and Tax Collector of the County for that purpose; and

WHEREAS, it is in the best interests of the District to adopt the Assessment Roll of the Easton Park Community Development District ("**Assessment Roll**") attached to this Resolution as **Exhibit "B"** and incorporated as a material part of this Resolution by this reference, and to certify the Assessment Roll to the County Tax Collector pursuant to the Uniform Method; and

WHEREAS, it is in the best interests of the District to permit the District Manager to amend the Assessment Roll, certified to the County Tax Collector by this Resolution, as the Property Appraiser updates the property roll for the County, for such time as authorized by Florida law.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF SUPERVISORS OF THE EASTON PARK COMMUNITY DEVELOPMENT DISTRICT:

SECTION 1. BENEFIT & ALLOCATION FINDINGS. The Board hereby finds and determines that the provision of the services, facilities, and operations as described in **Exhibit "A"** confers a special and peculiar benefit to the lands within the District, which benefit exceeds or equals the cost of the assessments. The allocation of the assessments to the specially benefitted lands, as shown in **Exhibits "A" and "B,"** is hereby found to be fair and reasonable.

SECTION 2. ASSESSMENT IMPOSITION. Pursuant to Chapters 190 and 197, *Florida Statutes*, and using the procedures authorized by Florida law for the levy and collection of special assessments, a special assessment for operation and maintenance is hereby imposed and levied on benefitted lands within the District, and in accordance with **Exhibits "A" and "B."** The lien of the special assessments for operations and maintenance imposed and levied by this Resolution shall be effective upon passage of this Resolution. Moreover, pursuant to Section 197.3632(4), *Florida Statutes*, the lien amount shall serve as the "maximum rate" authorized by law for operation and maintenance assessments.

SECTION 3. COLLECTION. The collection of the operation and maintenance special assessments and previously levied debt service assessments shall be at the same time and in the same manner as County taxes in accordance with the Uniform Method, as indicated on **Exhibits "A" and "B."** The decision to collect special assessments by any particular method – e.g., on the tax roll or by direct bill – does not mean that such method will be used to collect special assessments in future years, and the District reserves the right in its sole discretion to select

collection methods in any given year, regardless of past practices.

SECTION 4. ASSESSMENT ROLL. The Assessment Roll, attached to this Resolution as **Exhibit "B,"** is hereby certified to the County Tax Collector and shall be collected by the County Tax Collector in the same manner and time as County taxes. The proceeds therefrom shall be paid to the District.

SECTION 5. ASSESSMENT ROLL AMENDMENT. The District Manager shall keep apprised of all updates made to the County property roll by the Property Appraiser after the date of this Resolution, and shall amend the Assessment Roll in accordance with any such updates, for such time as authorized by Florida law, to the County property roll. After any amendment of the Assessment Roll, the District Manager shall file the updates in the District records.

SECTION 6. SEVERABILITY. The invalidity or unenforceability of any one or more provisions of this Resolution shall not affect the validity or enforceability of the remaining portions of this Resolution, or any part thereof.

SECTION 7. EFFECTIVE DATE. This Resolution shall take effect upon the passage and adoption of this Resolution by the Board.

PASSED AND ADOPTED this 4th day of August, 2020.

ATTEST:

**EASTON PARK COMMUNITY
DEVELOPMENT DISTRICT**

Secretary

Chairman, Board of Supervisors

Exhibit A: Budget
Exhibit B: Assessment Roll

Exhibit A
Budget

Exhibit B
Assessment Roll

RESOLUTION 2020-07

A RESOLUTION OF THE EASTON PARK COMMUNITY DEVELOPMENT DISTRICT DESIGNATING TIME AND DATE FOR REGULAR MEETINGS OF THE BOARD OF SUPERVISORS OF THE DISTRICT, FOR FISCAL YEAR 2020/2021, AND PROVIDING FOR AN EFFECTIVE DATE

WHEREAS, the Easton Park Community Development District (the "District") is a local unit of special-purpose government organized and existing in accordance with Chapter 190, Florida Statutes, and situated entirely within Hillsborough County, Florida; and

WHEREAS, the District's Board of Supervisors (hereinafter the "Board") is statutorily authorized to exercise the powers granted to the District; and

WHEREAS, all meetings of the Board shall be open to the public and governed by the provisions of Chapter 286, Florida Statutes; and

WHEREAS, the Board is statutorily required to file annually, with the local governing authority or authorities a schedule of its regular meetings; and

WHEREAS, the District is required by Florida law to prepare an annual schedule of its regular public meetings which designates the date, time and location of the District's meetings.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF SUPERVISORS OF THE EASTON PARK COMMUNITY DEVELOPMENT DISTRICT:

1. The Fiscal Year 2020/2021 annual public meeting schedule attached hereto and incorporated by reference herein as Exhibit A is hereby approved and will be published and filed in accordance with Section 189.015(1), Florida Statutes.
2. This Resolution shall become effective immediately upon its adoption.

PASSED AND ADOPTED THIS 4TH DAY OF AUGUST, 2020.

ATTEST:

**EASTON PARK COMMUNITY
DEVELOPMENT DISTRICT**

Secretary / Assistant Secretary

Chairman / Vice Chairman

EXHIBIT "A"
BOARD OF SUPERVISORS MEETING DATES
EASTON PARK COMMUNITY DEVELOPMENT DISTRICT
FISCAL YEAR 2020/2021

October 6, 2020
November 3, 2020
December 1, 2020
January 5, 2021
February 2, 2021
March 2, 2021
April 6, 2021
May 4, 2021
June 1, 2021
July 6, 2021
August 3, 2021
September 7, 2021

The meetings will convene at 4:30 p.m. at the New Tampa Regional Library, located at 10001 Cross Creek Boulevard, Tampa, FL 33647.