

**EAST PARK
COMMUNITY DEVELOPMENT
DISTRICT**

MEETING AGENDA

September 25, 2023



313 CAMPUS STREET
CELEBRATION, FLORIDA 34747

East Park Community Development District

Board of Supervisors

Scott Phillips, Chairman
Todd Oneal, Vice Chairman
Kelly Johnson, Assistant Secretary
Angel Colon, Assistant Secretary
Graciela Von Blon, Assistant Secretary

Staff

Gabriel Mena, District Manager
Roy Van Wyk, District Counsel
Meredith Hammock, District Counsel
David Hamstra, District Engineer
Freddy Blanco, Field Service Manager

Regular Meeting Agenda

Monday, September 25, 2023 – 5:00 p.m.

1. **Call to Order and Roll Call**
2. **Public Comments on Agenda Items**
3. **District Manager's Report**
 - A. Acceptance of Financial Statements.....Page 3
 - B. Approval of Check Register.....Page 20
 - C. Acceptance of the July 31, 2023, Meeting MinutesPage 24
 - D. Insurance Property Schedule.....Page 30
4. **Staff Reports**
 - A. Attorney
 - B. Engineer
 - C. Field Services
 - i. Field Report.....Page 31
 - ii. Proposals
 - A. Conservation Cutback #1345.....Page 48
 - B. Pine Tree Removal # 1427.....Page 49
5. **Business Matters**
 - A. Consideration of Resolution 2023-07, Setting FY 24 Meeting Schedule.....Page 50
6. **Supervisor Requests and Audience Comments**
7. **Adjournment**

The next meeting is scheduled for November 13, 2023, at 5:00 p.m.

District Office:

Inframark

313 Campus Street
Celebration, FL 34747
407-566-1935

www.eastparkcdd.org

Meeting Location:

Valencia College – Lake Nona Campus
In Person: 12350 Narcoossee Road, Room 148
Orlando, FL 32832

**East Park
Community Development District**

Financial Report

August 31, 2023



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**East Park
Community Development District**

Financial Statements

(Unaudited)

August 31, 2023

Balance Sheet
August 31, 2023

ACCOUNT DESCRIPTION	GENERAL FUND	SERIES 2013 DEBT SERVICE FUND	TOTAL
<u>ASSETS</u>			
Cash - Checking Account	\$ 156,901	\$ -	\$ 156,901
Accounts Receivable	3,596	-	3,596
Investments:			
Money Market Account	638,694	-	638,694
Interest Fund (A-1)	-	19	19
Interest Fund (A-2)	-	8	8
Prepayment Fund (A-2)	-	19	19
Redemption Fund (A-2)	-	16	16
Reserve Fund (A-1)	-	118,946	118,946
Reserve Fund (A-2)	-	46,213	46,213
Revenue Fund	-	125,077	125,077
Sinking Fund (A-1)	-	51	51
Sinking Fund (A-2)	-	17	17
TOTAL ASSETS	\$ 799,191	\$ 290,366	\$ 1,089,557
<u>LIABILITIES</u>			
Accounts Payable	\$ 384	\$ -	\$ 384
Accrued Expenses	13,915	-	13,915
TOTAL LIABILITIES	14,299	-	14,299
<u>FUND BALANCES</u>			
Restricted for:			
Debt Service	-	290,366	290,366
Assigned to:			
Operating Reserves	162,089	-	162,089
Reserves-Renewal & Replacement	39,916	-	39,916
Unassigned:	582,887	-	582,887
TOTAL FUND BALANCES	\$ 784,892	\$ 290,366	\$ 1,075,258
TOTAL LIABILITIES & FUND BALANCES	\$ 799,191	\$ 290,366	\$ 1,089,557

Statement of Revenues, Expenditures and Changes in Fund Balances

For the Period Ending August 31, 2023

ACCOUNT DESCRIPTION	ANNUAL ADOPTED BUDGET	YEAR TO DATE BUDGET	YEAR TO DATE ACTUAL	VARIANCE (\$) FAV(UNFAV)
<u>REVENUES</u>				
Interest - Investments	\$ 5,000	\$ 4,584	\$ 27,554	\$ 22,970
Special Assmnts- Tax Collector	526,150	526,150	521,142	(5,008)
Special Assmnts- Discounts	(21,046)	(21,046)	(17,140)	3,906
Physical Environment	9,760	8,947	8,965	18
Other Miscellaneous Revenues	32,500	32,500	32,500	-
TOTAL REVENUES	552,364	551,135	573,021	21,886
<u>EXPENDITURES</u>				
<u>Administration</u>				
P/R-Board of Supervisors	6,000	5,000	4,600	400
FICA Taxes	459	383	352	31
ProfServ-Arbitrage Rebate	600	600	600	-
ProfServ-Dissemination Agent	1,000	-	-	-
ProfServ-Engineering	30,000	27,500	16,285	11,215
ProfServ-Legal Services	35,000	32,500	37,609	(5,109)
ProfServ-Legal Litigation	25,000	25,000	16,265	8,735
ProfServ-Mgmt Consulting	58,193	53,344	53,344	-
ProfServ-Property Appraiser	1,500	1,500	-	1,500
ProfServ-Trustee Fees	5,000	5,000	4,741	259
Auditing Services	3,500	3,500	3,500	-
Postage and Freight	900	825	108	717
Insurance - General Liability	11,214	11,214	10,685	529
R&M-ADA Compliance	1,553	1,553	1,553	-
Printing and Binding	1,500	1,375	45	1,330
Legal Advertising	1,300	1,300	973	327
Miscellaneous Services	2,100	1,983	153	1,830
Misc-District Filing Fees	175	175	175	-
Misc-Assessment Collection Cost	10,522	10,522	341	10,181
Office Supplies	400	366	-	366
Total Administration	195,916	183,640	151,329	32,311

Statement of Revenues, Expenditures and Changes in Fund Balances

For the Period Ending August 31, 2023

ACCOUNT DESCRIPTION	ANNUAL ADOPTED BUDGET	YEAR TO DATE BUDGET	YEAR TO DATE ACTUAL	VARIANCE (\$) FAV(UNFAV)
<u>Field</u>				
ProfServ-Field Management	25,000	22,917	22,917	-
Contracts-Fountain	2,500	2,500	2,500	-
Contracts-Wetland Mitigation	22,740	20,845	20,845	-
Contracts-Landscape	114,798	105,232	105,799	(567)
Electricity - General	143,000	131,250	134,054	(2,804)
Utility - Water	9,000	8,250	6,408	1,842
R&M-General	4,000	3,666	2,329	1,337
R&M-Common Area	40,000	36,666	14,006	22,660
R&M-Drainage	2,000	2,000	-	2,000
R&M-Fence	15,000	13,750	-	13,750
R&M-Fountain	4,000	3,666	-	3,666
R&M-Landscape Renovations	6,000	5,500	2,279	3,221
R&M-Pressure Washing	4,400	4,034	4,475	(441)
R&M-Spreader Swale Dredging	60,000	60,000	63,063	(3,063)
Capital Improvements	-	-	17,288	(17,288)
Total Field	452,438	420,276	395,963	24,313
TOTAL EXPENDITURES	648,354	603,916	547,292	56,624
Excess (deficiency) of revenues				
Over (under) expenditures	(95,990)	(52,781)	25,729	78,510
<u>OTHER FINANCING SOURCES (USES)</u>				
Contribution to (Use of) Fund Balance	(95,990)	-	-	-
TOTAL FINANCING SOURCES (USES)	(95,990)	-	-	-
Net change in fund balance	\$ (95,990)	\$ (52,781)	\$ 25,729	\$ 78,510
FUND BALANCE, BEGINNING (OCT 1, 2022)	759,163	759,163	759,163	
FUND BALANCE, ENDING	\$ 663,173	\$ 706,382	\$ 784,892	

Statement of Revenues, Expenditures and Changes in Fund Balances

For the Period Ending August 31, 2023

ACCOUNT DESCRIPTION	ANNUAL ADOPTED BUDGET	YEAR TO DATE BUDGET	YEAR TO DATE ACTUAL	VARIANCE (\$) FAV(UNFAV)
<u>REVENUES</u>				
Interest - Investments	\$ -	\$ -	\$ 9,555	\$ 9,555
Special Assmnts- Tax Collector	394,677	394,677	390,920	(3,757)
Special Assmnts- Discounts	(15,787)	(15,787)	(12,857)	2,930
TOTAL REVENUES	378,890	378,890	387,618	8,728
<u>EXPENDITURES</u>				
<u>Administration</u>				
Misc-Assessment Collection Cost	7,894	7,894	256	7,638
Total Administration	7,894	7,894	256	7,638
<u>Debt Service</u>				
Principal Debt Retirement A-1	140,000	140,000	140,000	-
Principal Debt Retirement A-2	50,000	50,000	45,000	5,000
Prepayments Series A-1	-	-	10,000	(10,000)
Prepayments Series A-2	-	-	45,000	(45,000)
Interest Expense Series A-1	101,235	101,235	101,095	140
Interest Expense Series A-2	48,425	48,425	47,125	1,300
Total Debt Service	339,660	339,660	388,220	(48,560)
TOTAL EXPENDITURES	347,554	347,554	388,476	(40,922)
Excess (deficiency) of revenues				
Over (under) expenditures	31,336	31,336	(858)	(32,194)
<u>OTHER FINANCING SOURCES (USES)</u>				
Contribution to (Use of) Fund Balance	31,336	-	-	-
TOTAL FINANCING SOURCES (USES)	31,336	-	-	-
Net change in fund balance	\$ 31,336	\$ 31,336	\$ (858)	\$ (32,194)
FUND BALANCE, BEGINNING (OCT 1, 2022)	291,224	291,224	291,224	
FUND BALANCE, ENDING	\$ 322,560	\$ 322,560	\$ 290,366	

Notes to the Financial Statements
August 31, 2023

General Fund

► Assets

Cash and Investments - See Cash and Investment Report on page 8 for further details.

Accounts Receivable - Funds due to the District are as follows:

Ravina at East Park HOA - Streetlight Cost Sharing (Jun-Aug 2023).	\$	2,446
Enhanced Business Solutions-Vendor was overpaid. This represents the balance due to the District. Per Freddy Blanco, EBS was to pay \$383 each month beginning in November. Final payment would have been in January 2023. However, no reimbursements have been received to date.		1,150
Total Accounts Receivable:	\$	3,596

► Liabilities

Accounts Payable - Posted invoices which were paid September 2023 less the balance due from Enhanced Business Solutions.

Accrued Expenses - Expenses accrued pending receipt of vendor invoices and re-payment:

Orlando Utilities - August Electric and Water Services	\$	12,765
Enhanced Business Solutions (offset to A/P credit balance)		1,150
Total Accrued Expenses:	\$	13,915

► Fund Balance

These figures reflect the FY23 Assigned Reserves per the adopted budget.

Notes to the Financial Statements
August 31, 2023

Financial Highlights

- ▶ 99% of FY23 Assessments have been collected compared to 100% last year at the same time. Tax Certificate Sale funds were received 7/14/23.
- ▶ Physical Environment revenue represents billings to Ravina at East Park HOA for their prorated share of streetlight cost-sharing.
- ▶ Other Misc Revenue: Reimbursement from the City of Orlando in the amount of \$32,500 for FY23 N-5 annual maintenance agreement. Payment deposited 6/29/23.
- ▶ Total general fund expenditures are approximately 91% of the YTD budget. Variances are explained below.

General Fund

Account Name	YTD Budget	YTD Actual	% of Budget	Explanation
Expenditures				
<u>Administrative</u>				
ProServ-Engineering	\$ 27,500	\$ 16,285	59%	Pegasus Engineering - General services thru June.
ProServ-Legal Services	\$ 32,500	\$ 37,609	116%	Klinski Van Wyk, PLLC - General counsel billed through July.
ProServ-Legal Litigation	\$ 25,000	\$ 16,265	65%	Greenlee Law - Dispute with Onyx Construction Company. Legal fees thru July.
ProServ-Trustee Fees	\$ 5,000	\$ 4,741	95%	Reviewed & verified. Paid in full.
Auditing Services	\$ 3,500	\$ 3,500	100%	Audit was completed in March 2023.
Insurance - General	\$ 11,214	\$ 10,685	95%	Reviewed & verified. Paid in full.
<u>Field</u>				
Contracts-Fountain	\$ 2,500	\$ 2,500	100%	Sitex Aquatics - \$625/qtrly.
Contracts-Wetland Mitigation	\$ 20,845	\$ 20,845	100%	Sitex Aquatics - \$1,895/mo for 14 Waterways.
Contracts - Landscape	\$ 105,232	\$ 105,799	101%	Servello & Sons - \$9,567/mo until May 2023 at which time Benchmark took over services - \$9,708/mo.
Electricity - General	\$ 131,250	\$ 134,054	102%	Reviewed and verified.
R&M-General	\$ 3,666	\$ 2,329	64%	Anago (Trom) janitorial services \$200/mo.
R&M-Common Area	\$ 36,666	\$ 14,006	38%	Evergreen Holiday Lighting \$5,321; Inframark-Storm preparation & cleanup \$1,320; Multiple irrigation repairs.
R&M-Pressure Washing	\$ 4,034	\$ 4,475	111%	Aqua Blast - Annual CDD pressure washing.
R&M-Spreader Swale Dredging	\$ 60,000	\$ 63,063	105%	Syte Land Mgmt - Paid in full.
Capital Improvements	\$ -	\$ 17,288	n/a	Equinox Fountain, Relocate and add breaker - PIF.

**East Park
Community Development District**

Supporting Schedules

August 31, 2023

EAST PARK

Community Development District

**Non-Ad Valorem Special Assessments - Orange County Tax Collector
(Monthly Collection Distributions)
For the Fiscal Year Ending September 30, 2023**

					ALLOCATION BY FUND	
Date Received	Net Amount Received	Discount / (Penalties) Amount	Collection Costs	Gross Amount Received	General Fund	Debt Service Fund
Assessments Levied				\$ 920,827	\$ 526,150	\$ 394,677
Allocation %				100%	57%	43%
11/03/22	\$ 782	\$ 45	\$ -	\$ 827	\$ 473	\$ 354
11/16/22	10,103	421	-	10,524	6,013	4,511
11/23/22	28,833	1,201	-	30,035	17,161	12,873
12/07/22	43,605	1,817	-	45,422	25,954	19,469
12/14/22	56,236	2,343	-	58,580	33,472	25,108
12/21/22	44,279	1,843	-	46,122	26,354	19,768
01/11/22	360,467	15,021	-	375,487	214,549	160,938
02/03/23	85,846	3,577	-	89,423	51,095	38,328
02/16/23	10,312	442	597	11,351	6,486	4,865
03/16/23	21,615	885	-	22,500	12,856	9,644
04/14/23	18,559	638	-	19,197	10,969	8,228
05/15/23	11,157	228	-	11,385	6,505	4,880
06/15/23	175,080	1,705	-	176,785	101,013	75,772
07/14/23 *	665	(19)	-	645	369	277
08/15/23	13,928	(149)	-	13,779	7,873	5,906
TOTAL	\$ 881,468	\$ 29,998	\$ 597	\$ 912,062	\$ 521,142	\$ 390,920

% COLLECTED 99% 99% 99%

TOTAL OUTSTANDING	\$ 8,765	\$ 5,008	\$ 3,757
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* Tax Certificate Sale Receipts

Cash and Investment Report
August 31, 2023

<u>Account Name</u>	<u>Bank Name</u>	<u>Investment Type</u>	<u>Maturity</u>	<u>Yield</u>	<u>Balance</u>
GENERAL FUND					
Checking Account - Operating	BankUnited	Public Funds Business Ckg	n/a	0.00%	\$ 156,901
Public Funds Money Market	BankUnited	MMA - #9406	n/a	5.15%	638,694
Subtotal-General Fund					<u>\$ 795,595</u>
DEBT SERVICE FUND					
Series 2013 Interest Fund A-1	US Bank	1st Am Gov't Obligation Fund	n/a	4.94%	\$ 19
Series 2013 Interest Fund A-2	US Bank	1st Am Gov't Obligation Fund	n/a	4.94%	8
Series 2013 Prepayment Fund A-2	US Bank	1st Am Gov't Obligation Fund	n/a	4.94%	19
Series 2013 Redemption Fund A-2	US Bank	1st Am Gov't Obligation Fund	n/a	4.94%	16
Series 2013 Reserve Fund A-1	US Bank	1st Am Gov't Obligation Fund	n/a	4.94%	118,946
Series 2013 Reserve Fund A-2	US Bank	1st Am Gov't Obligation Fund	n/a	4.94%	46,213
Series 2013 Revenue Account	US Bank	1st Am Gov't Obligation Fund	n/a	4.94%	125,077
Series 2013 Sinking Fund A-1	US Bank	1st Am Gov't Obligation Fund	n/a	4.94%	51
Series 2013 Sinking Fund A-2	US Bank	1st Am Gov't Obligation Fund	n/a	4.94%	17
Subtotal-Debt Service Fund					<u>\$ 290,366</u>
Total - All Funds					<u><u>\$ 1,085,961</u></u>

East Park CDD

Bank Reconciliation

Bank Account No.	2379	Bank United GF
Statement No.	08-23	
Statement Date	8/31/2023	

G/L Balance (LCY)	156,900.98	Statement Balance	185,831.62
G/L Balance	156,900.98	Outstanding Deposits	0.00
Positive Adjustments	0.00		
		Subtotal	185,831.62
Subtotal	156,900.98	Outstanding Checks	28,930.64
Negative Adjustments	0.00	Differences	0.00
Ending G/L Balance	156,900.98	Ending Balance	156,900.98
Difference	0.00		

Posting Date	Document Type	Document No.	Description	Amount	Cleared Amount	Difference
Outstanding Checks						
5/1/2023	Payment	648	SERVELLO	607.90	0.00	607.90
8/4/2023	Payment	675	SCOTT E. PHILLIPS	184.70	0.00	184.70
8/18/2023	Payment	684	KILINSKI VAN WYK, PLLC	4,618.50	0.00	4,618.50
8/23/2023	Payment	685	BENCHMARK LANDSCAPING LLC	9,708.33	0.00	9,708.33
8/23/2023	Payment	686	EAST PARK C/O US BANK N.A.	6,254.35	0.00	6,254.35
8/31/2023	Payment	689	INFRAMARK, LLC	7,007.50	0.00	7,007.50
8/31/2023	Payment	690	ORLANDO SENTINEL	549.36	0.00	549.36
Total Outstanding Checks.....				28,930.64		28,930.64

**East Park
Community Development District**

Check Register

July - August, 2023

Community Development District

Fund No.	Date	Payee	Invoice No.	Payment Description	Invoice / GL Description	G/L Account #	Amount Paid
GENERAL FUND - 001							
CHECK # 667							
001	07/14/23	BENCHMARK LANDSCAPING LLC	510	IRR REPAIRS 5/23/23 PROP 912	R&M-Common Area	546016-53901	\$85.00
001	07/14/23	BENCHMARK LANDSCAPING LLC	565	JUNE 2023 LANDSCAPE MAINT SVCS	Contracts-Landscape	534050-53901	\$9,708.33
001	07/14/23	BENCHMARK LANDSCAPING LLC	674	IRRIGATION REPAIR 6/8/23 Prop 1035	R&M-Common Area	546016-53901	\$127.50
Check Total							\$9,920.83
CHECK # 668							
001	07/14/23	GREENLEE LAW PLLC	1654	06/01/23-06/28/23 LEGAL LITIGATION	ProfServ-Legal Litigation	531024-51401	\$2,812.50
Check Total							\$2,812.50
CHECK # 669							
001	07/14/23	HOME DEPOT CREDIT SERVICES	060523-0670	HD-05/24/23 CC purch/(6) FEIT 150W T3 R7	R&M-Common Area	546016-53901	\$59.82
Check Total							\$59.82
CHECK # 670							
001	07/14/23	INFRAMARK, LLC	96974	JUNE 2023 MGMT SVC	ProfServ-Field Management	531016-53901	\$2,083.33
001	07/14/23	INFRAMARK, LLC	96974	JUNE 2023 MGMT SVC	Postage and Freight	541006-51301	\$9.00
001	07/14/23	INFRAMARK, LLC	96974	JUNE 2023 MGMT SVC	ProfServ-Mgmt Consulting	531027-51201	\$4,849.42
001	07/14/23	INFRAMARK, LLC	96974	JUNE 2023 MGMT SVC	Go Daddy renewal	549001-51301	\$14.00
Check Total							\$6,955.75
CHECK # 671							
001	07/14/23	INNERSYNC, STUDIO'S LTD	21484	ADA website svc/PDF compliance svc	R&M-ADA Compliance	546350-51301	\$388.13
Check Total							\$388.13
CHECK # 672							
001	07/14/23	KILINSKI VAN WYK, PLLC	6757	MAY 2023 MONTHLY MEETING EXPENSES	ProfServ-Legal Services	531023-51401	\$1,800.13
001	07/14/23	KILINSKI VAN WYK, PLLC	6756	MAY 2023 LEGAL SVCS	ProfServ-Legal Services	531023-51401	\$4,039.65
Check Total							\$5,839.78
CHECK # 673							
001	07/14/23	SITEX AQUATICS LLC	7446	JUNE 2023 LAKE MAINT	Contracts-Wetland Mitigation	534049-53901	\$1,895.00
Check Total							\$1,895.00
CHECK # 674							
001	07/20/23	TROM II CORPORATION	72022	JANITORIAL SVCS JULY 2023	R&M-General	546001-53901	\$200.00
Check Total							\$200.00
CHECK # 677							
001	08/04/23	BENCHMARK LANDSCAPING LLC	737	JULY 2023 LANDSCAPE MAINT	Contracts-Landscape	534050-53901	\$9,708.33
Check Total							\$9,708.33
CHECK # 678							
001	08/04/23	KILINSKI VAN WYK, PLLC	6939	JUNE 2023 LEGAL SVCS	ProfServ-Legal Services	531023-51401	\$3,360.50
Check Total							\$3,360.50
CHECK # 679							
001	08/04/23	PEGASUS ENGINEERING LLC	226718	ENG'G SVCS THRU 7/1/23 (Billing #7)	ProfServ-Engineering	531013-51501	\$2,959.18
Check Total							\$2,959.18

Community Development District

Fund No.	Date	Payee	Invoice No.	Payment Description	Invoice / GL Description	G/L Account #	Amount Paid
CHECK # 680							
001	08/04/23	SITEX AQUATICS LLC	7618B	JULY 2023 LAKE MAINT -13 WATERWAYS	Contracts-Wetland Mitigation	534049-53901	\$1,895.00
001	08/04/23	SITEX AQUATICS LLC	7559	3RD QRTR FOUNTAIN CLEANING	Contracts-Fountain	534023-53901	\$625.00
Check Total							\$2,520.00
CHECK # 681							
001	08/04/23	TROM II CORPORATION	72277	4/28/23 SUPPLIES- TOILET TISSUES	R&M-General	546001-53901	\$128.70
001	08/04/23	TROM II CORPORATION	72320	AUGUST 2023 JANITORIAL SVCS	R&M-General	546001-53901	\$200.00
Check Total							\$328.70
CHECK # 682							
001	08/08/23	INFRAMARK, LLC	98395	JULY 2023 MGMT FEES	ProfServ-Mgmt Consulting	531027-51201	\$4,849.42
001	08/08/23	INFRAMARK, LLC	98395	JULY 2023 MGMT FEES	Postage and Freight	541006-51301	\$2.40
001	08/08/23	INFRAMARK, LLC	98395	JULY 2023 MGMT FEES	ProfServ-Field Management	531016-53901	\$2,083.33
Check Total							\$6,935.15
CHECK # 683							
001	08/18/23	GREENLEE LAW PLLC	1674	7/10/23-08/03/23 LEGAL LITIGATION	ProfServ-Legal Litigation	531024-51401	\$1,200.00
Check Total							\$1,200.00
CHECK # 684							
001	08/18/23	KILINSKI VAN WYK, PLLC	7166	JULY 2023 CROSBY LITIGATION	ProfServ-Legal Services	531023-51401	\$1,563.50
001	08/18/23	KILINSKI VAN WYK, PLLC	7306	JULY 2023 GENERAL COUNSEL	ProfServ-Legal Services	531023-51401	\$1,142.50
001	08/18/23	KILINSKI VAN WYK, PLLC	7307	JULY 2023 MONTHLY MEETING EXPENSES	ProfServ-Legal Services	531023-51401	\$1,912.50
Check Total							\$4,618.50
CHECK # 685							
001	08/23/23	BENCHMARK LANDSCAPING LLC	887	AUG 2023 LANDSCAPE MAINT	Contracts-Landscape	534050-53901	\$9,708.33
Check Total							\$9,708.33
CHECK # 687							
001	08/23/23	REXEL USA	S137227076.001	FUTURE FLOOD 18W Cool LED -Bronze	R&M-Common Area	546016-53901	\$271.46
Check Total							\$271.46
CHECK # 688							
001	08/23/23	SITEX AQUATICS LLC	7704B	AUGUST 2023 LAKE MAINT- 13 WATERWAYS	Contracts-Wetland Mitigation	534049-53901	\$1,895.00
Check Total							\$1,895.00
CHECK # 689							
001	08/31/23	INFRAMARK, LLC	99886	AUG 2023 MGMT SVC	ProfServ-Mgmt Consulting	531027-51201	\$4,849.42
001	08/31/23	INFRAMARK, LLC	99886	AUG 2023 MGMT SVC	ProfServ-Field Management	531016-53901	\$2,083.33
001	08/31/23	INFRAMARK, LLC	99886	AUG 2023 MGMT SVC	COMMUNITY FLAG	546016-53901	\$74.75
Check Total							\$7,007.50
CHECK # 690							
001	08/31/23	ORLANDO SENTINEL	077078058000	Notice of 7/31/23 PH (run 7/14 & 7/21) 7464778	Legal Advertising	548002-51301	\$549.36
Check Total							\$549.36

EAST PARK

Community Development District

Payment Register by Fund
For the Period from 7/1/23 to 8/31/23
(Sorted by Check / ACH No.)

Fund No.	Date	Payee	Invoice No.	Payment Description	Invoice / GL Description	G/L Account #	Amount Paid
CHECK # DD268							
001	07/25/23	ORLANDO UTILITIES COMMISSION	070523 ACH	OUC BILL PRD 6/1-7/3/23	Utility - Water	543018-53901	\$766.09
001	07/25/23	ORLANDO UTILITIES COMMISSION	070523 ACH	OUC BILL PRD 6/1-7/3/23	Electricity - General	543006-53901	\$12,140.59
Check Total							\$12,906.68
CHECK # DD272							
001	08/28/23	ORLANDO UTILITIES COMMISSION	080823 ACH	OUC BILL PRD 7/3-8/3/23	Electricity - General	543006-53901	\$12,047.87
001	08/28/23	ORLANDO UTILITIES COMMISSION	080823 ACH	OUC BILL PRD 7/3-8/3/23	Utility - Water	543018-53901	\$767.55
Check Total							\$12,815.42
CHECK # 675							
001	08/04/23	SCOTT E. PHILLIPS	PAYROLL	August 04, 2023 Payroll Posting			\$184.70
Check Total							\$184.70
CHECK # DD269							
001	08/04/23	ANGEL L. COLON	PAYROLL	August 04, 2023 Payroll Posting			\$184.70
Check Total							\$184.70
CHECK # DD270							
001	08/04/23	GRACIELA M. VON BLON	PAYROLL	August 04, 2023 Payroll Posting			\$184.70
Check Total							\$184.70
CHECK # DD271							
001	08/04/23	KELLY P. JOHNSON	PAYROLL	August 04, 2023 Payroll Posting			\$184.70
Check Total							\$184.70
Fund Total							\$105,594.72

SERIES 2013 DEBT SERVICE FUND - 203

CHECK # 686							
203	08/23/23	EAST PARK C/O US BANK N.A.	081523-SER 2013	TRFR FY23 DS ASSMNTS	Due From Other Funds	131000	\$6,254.35
Check Total							\$6,254.35
Fund Total							\$6,254.35

Total Checks Paid	\$111,849.07
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**East Park
Community Development District**

Check Register

July - August, 2023

Community Development District

Fund No.	Date	Payee	Invoice No.	Payment Description	Invoice / GL Description	G/L Account #	Amount Paid
GENERAL FUND - 001							
CHECK # 667							
001	07/14/23	BENCHMARK LANDSCAPING LLC	510	IRR REPAIRS 5/23/23 PROP 912	R&M-Common Area	546016-53901	\$85.00
001	07/14/23	BENCHMARK LANDSCAPING LLC	565	JUNE 2023 LANDSCAPE MAINT SVCS	Contracts-Landscape	534050-53901	\$9,708.33
001	07/14/23	BENCHMARK LANDSCAPING LLC	674	IRRIGATION REPAIR 6/8/23 Prop 1035	R&M-Common Area	546016-53901	\$127.50
Check Total							\$9,920.83
CHECK # 668							
001	07/14/23	GREENLEE LAW PLLC	1654	06/01/23-06/28/23 LEGAL LITIGATION	ProfServ-Legal Litigation	531024-51401	\$2,812.50
Check Total							\$2,812.50
CHECK # 669							
001	07/14/23	HOME DEPOT CREDIT SERVICES	060523-0670	HD-05/24/23 CC purch/(6) FEIT 150W T3 R7	R&M-Common Area	546016-53901	\$59.82
Check Total							\$59.82
CHECK # 670							
001	07/14/23	INFRAMARK, LLC	96974	JUNE 2023 MGMT SVC	ProfServ-Field Management	531016-53901	\$2,083.33
001	07/14/23	INFRAMARK, LLC	96974	JUNE 2023 MGMT SVC	Postage and Freight	541006-51301	\$9.00
001	07/14/23	INFRAMARK, LLC	96974	JUNE 2023 MGMT SVC	ProfServ-Mgmt Consulting	531027-51201	\$4,849.42
001	07/14/23	INFRAMARK, LLC	96974	JUNE 2023 MGMT SVC	Go Daddy renewal	549001-51301	\$14.00
Check Total							\$6,955.75
CHECK # 671							
001	07/14/23	INNERSYNC, STUDIO'S LTD	21484	ADA website svc/PDF compliance svc	R&M-ADA Compliance	546350-51301	\$388.13
Check Total							\$388.13
CHECK # 672							
001	07/14/23	KILINSKI VAN WYK, PLLC	6757	MAY 2023 MONTHLY MEETING EXPENSES	ProfServ-Legal Services	531023-51401	\$1,800.13
001	07/14/23	KILINSKI VAN WYK, PLLC	6756	MAY 2023 LEGAL SVCS	ProfServ-Legal Services	531023-51401	\$4,039.65
Check Total							\$5,839.78
CHECK # 673							
001	07/14/23	SITEX AQUATICS LLC	7446	JUNE 2023 LAKE MAINT	Contracts-Wetland Mitigation	534049-53901	\$1,895.00
Check Total							\$1,895.00
CHECK # 674							
001	07/20/23	TROM II CORPORATION	72022	JANITORIAL SVCS JULY 2023	R&M-General	546001-53901	\$200.00
Check Total							\$200.00
CHECK # 677							
001	08/04/23	BENCHMARK LANDSCAPING LLC	737	JULY 2023 LANDSCAPE MAINT	Contracts-Landscape	534050-53901	\$9,708.33
Check Total							\$9,708.33
CHECK # 678							
001	08/04/23	KILINSKI VAN WYK, PLLC	6939	JUNE 2023 LEGAL SVCS	ProfServ-Legal Services	531023-51401	\$3,360.50
Check Total							\$3,360.50
CHECK # 679							
001	08/04/23	PEGASUS ENGINEERING LLC	226718	ENG'G SVCS THRU 7/1/23 (Billing #7)	ProfServ-Engineering	531013-51501	\$2,959.18
Check Total							\$2,959.18

Community Development District

Fund No.	Date	Payee	Invoice No.	Payment Description	Invoice / GL Description	G/L Account #	Amount Paid
CHECK # 680							
001	08/04/23	SITEX AQUATICS LLC	7618B	JULY 2023 LAKE MAINT -13 WATERWAYS	Contracts-Wetland Mitigation	534049-53901	\$1,895.00
001	08/04/23	SITEX AQUATICS LLC	7559	3RD QTR FOUNTAIN CLEANING	Contracts-Fountain	534023-53901	\$625.00
Check Total							\$2,520.00
CHECK # 681							
001	08/04/23	TROM II CORPORATION	72277	4/28/23 SUPPLIES- TOILET TISSUES	R&M-General	546001-53901	\$128.70
001	08/04/23	TROM II CORPORATION	72320	AUGUST 2023 JANITORIAL SVCS	R&M-General	546001-53901	\$200.00
Check Total							\$328.70
CHECK # 682							
001	08/08/23	INFRAMARK, LLC	98395	JULY 2023 MGMT FEES	ProfServ-Mgmt Consulting	531027-51201	\$4,849.42
001	08/08/23	INFRAMARK, LLC	98395	JULY 2023 MGMT FEES	Postage and Freight	541006-51301	\$2.40
001	08/08/23	INFRAMARK, LLC	98395	JULY 2023 MGMT FEES	ProfServ-Field Management	531016-53901	\$2,083.33
Check Total							\$6,935.15
CHECK # 683							
001	08/18/23	GREENLEE LAW PLLC	1674	7/10/23-08/03/23 LEGAL LITIGATION	ProfServ-Legal Litigation	531024-51401	\$1,200.00
Check Total							\$1,200.00
CHECK # 684							
001	08/18/23	KILINSKI VAN WYK, PLLC	7166	JULY 2023 CROSBY LITIGATION	ProfServ-Legal Services	531023-51401	\$1,563.50
001	08/18/23	KILINSKI VAN WYK, PLLC	7306	JULY 2023 GENERAL COUNSEL	ProfServ-Legal Services	531023-51401	\$1,142.50
001	08/18/23	KILINSKI VAN WYK, PLLC	7307	JULY 2023 MONTHLY MEETING EXPENSES	ProfServ-Legal Services	531023-51401	\$1,912.50
Check Total							\$4,618.50
CHECK # 685							
001	08/23/23	BENCHMARK LANDSCAPING LLC	887	AUG 2023 LANDSCAPE MAINT	Contracts-Landscape	534050-53901	\$9,708.33
Check Total							\$9,708.33
CHECK # 687							
001	08/23/23	REXEL USA	S137227076.001	FUTURE FLOOD 18W Cool LED -Bronze	R&M-Common Area	546016-53901	\$271.46
Check Total							\$271.46
CHECK # 688							
001	08/23/23	SITEX AQUATICS LLC	7704B	AUGUST 2023 LAKE MAINT- 13 WATERWAYS	Contracts-Wetland Mitigation	534049-53901	\$1,895.00
Check Total							\$1,895.00
CHECK # 689							
001	08/31/23	INFRAMARK, LLC	99886	AUG 2023 MGMT SVC	ProfServ-Mgmt Consulting	531027-51201	\$4,849.42
001	08/31/23	INFRAMARK, LLC	99886	AUG 2023 MGMT SVC	ProfServ-Field Management	531016-53901	\$2,083.33
001	08/31/23	INFRAMARK, LLC	99886	AUG 2023 MGMT SVC	COMMUNITY FLAG	546016-53901	\$74.75
Check Total							\$7,007.50
CHECK # 690							
001	08/31/23	ORLANDO SENTINEL	077078058000	Notice of 7/31/23 PH (run 7/14 & 7/21) 7464778	Legal Advertising	548002-51301	\$549.36
Check Total							\$549.36

EAST PARK

Community Development District

Payment Register by Fund
For the Period from 7/1/23 to 8/31/23
(Sorted by Check / ACH No.)

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CHECK # DD268							
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001	07/25/23	ORLANDO UTILITIES COMMISSION	070523 ACH	OUC BILL PRD 6/1-7/3/23	Electricity - General	543006-53901	\$12,140.59
Check Total							\$12,906.68
CHECK # DD272							
001	08/28/23	ORLANDO UTILITIES COMMISSION	080823 ACH	OUC BILL PRD 7/3-8/3/23	Electricity - General	543006-53901	\$12,047.87
001	08/28/23	ORLANDO UTILITIES COMMISSION	080823 ACH	OUC BILL PRD 7/3-8/3/23	Utility - Water	543018-53901	\$767.55
Check Total							\$12,815.42
CHECK # 675							
001	08/04/23	SCOTT E. PHILLIPS	PAYROLL	August 04, 2023 Payroll Posting			\$184.70
Check Total							\$184.70
CHECK # DD269							
001	08/04/23	ANGEL L. COLON	PAYROLL	August 04, 2023 Payroll Posting			\$184.70
Check Total							\$184.70
CHECK # DD270							
001	08/04/23	GRACIELA M. VON BLON	PAYROLL	August 04, 2023 Payroll Posting			\$184.70
Check Total							\$184.70
CHECK # DD271							
001	08/04/23	KELLY P. JOHNSON	PAYROLL	August 04, 2023 Payroll Posting			\$184.70
Check Total							\$184.70
Fund Total							\$105,594.72

SERIES 2013 DEBT SERVICE FUND - 203

CHECK # 686							
203	08/23/23	EAST PARK C/O US BANK N.A.	081523-SER 2013	TRFR FY23 DS ASSMNTS	Due From Other Funds	131000	\$6,254.35
Check Total							\$6,254.35
Fund Total							\$6,254.35

Total Checks Paid	\$111,849.07
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Present and constituting a quorum were:

Also participating were:

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

Mr. Mena called the roll and indicated a quorum was present for the meeting.

There being none, the next order of business followed.

The minutes are included in the agenda package and available for public review in the local records office or the District Office during normal business hours.

FOURTH ORDER OF BUSINESS

Resolution 2023-04, Resetting the Date of the Public Hearing on the Proposed Fiscal Year 2024 Budget and Assessments and Ratifying the Action of the District Manager

On MOTION by Mr. Phillips, seconded by Ms. Von Blon, with all in favor, unanimous approval was given to adopt Resolution 2023-04, Resetting the Date of the Public Hearing on the Proposed Fiscal Year 2024 Budget and Assessments and Ratifying the Action of the District Manager.

**Open Public Hearing on the Adoption of
the District's Annual Budget for Fiscal
Year 2024**

On MOTION by Ms. Von Blon, seconded by Mr. Phillips, with all in favor, unanimous approval was given to open the Public Hearing on the Adoption of the District's Annual Budget for Fiscal Year 2024.

i. Public Comments and Testimony

There being none, the next order of business followed.

ii. Board Comments

There being none, the next order of business followed.

FIFTH ORDER OF BUSINESS

**Consideration of Resolution 2023-05,
Adopting the Fiscal Year 2024 Budget
and Appropriating Funds**

On MOTION by Mr. Philips, seconded by Mr. Johnson, with all in favor, unanimous approval was given to adopt Resolution 2023-05, adopting the fiscal year 2024 budget and appropriating funds.

SIXTH ORDER OF BUSINESS

**Public Hearing on the Imposition of
Special Assessments**

i. Public Comments and Testimony

There being none, the next order of business followed.

ii. Board Comments

There being none, the next order of business followed.

SEVENTH ORDER OF BUSINESS
**Consideration of Resolution 2023-06, Adopting
an Assessment Roll for Fiscal Year 2024,
and Certifying Special Assessments for
Collection**

On MOTION by Mr. Philips, seconded by Mr. Johnson, with all in favor, unanimous approval was given to adopt Resolution 2023-06, adopting an assessment Roll for fiscal year 2024, and Certifying Special Assessments for Collection.

Motion to Close Public Hearing

On MOTION by Mr. Johnson, seconded by Mr. Philips, with all in favor, unanimous approval was given to close the public hearing.

EIGHTH ORDER OF BUSINESS

District Manager's Report

Acceptance of Financial Statements and Check Register

On MOTION by Mr. Colon, seconded by Ms. Von Blon, with all in favor, unanimous approval was given to approve the financial statements and check register.

OUC Lighting Agreement Renewal

Motion to grant the Chairman the authority to collaborate with legal counsel in order to endorse the renewal of the OUC agreement, incorporating an upgrade to LED lighting.

On MOTION by Mr. Philips, seconded by Mr. Colon, with all in favor, unanimous approval was given to accept the proposal to grant the chairman the authority to collaborate with legal counsel for the renewal of the OUC agreement.

- i. Mr. Philips inquired, "Could we request a repainting of the light poles? Additionally, can we include the transformer boxes in the request?"
- ii. Will Duke Power provide services for this area? Would they be a suitable competitor?

SIXTH ORDER OF BUSINESS Staff Reports

District Counsel

- Ms. Kobitter informed the board about a legislative update for the 2024 calendar. Introducing a new mandate for a 4-hour ethics training, now required annually.
- It was mentioned that the Board could consider the possibility of arranging extra workshops during the fiscal year to provide time for Supervisors to complete this training. The idea was floated of adding a one-hour

workshop, four times a year, after each meeting until the requirement is fulfilled.

- Ms. Hammock reported that there are currently two ongoing open lawsuits, and there is steady progress being made toward settling.
- Ms. Hammock is planning to propose an attorney-client (shade) session during the September 25th meeting. The session is scheduled for 5 p.m. and will take place during the board meeting.

On MOTION by Mr. Phillips, seconded by Mr. Johnson, with all in favor, motion to authorize attorney-client session for September 25th, 2023.

- Ms. Hammock explained there may be possibilities for potential settlements before the upcoming Board Meeting. Appeals to the board for authorization to empower the Chair in commencing settlement discussions and executing any required paperwork.

On MOTION by Mr. Colon, seconded by Ms. Von Blon, with all in favor, unanimous approval was given to authorize the Chair to commence settlement discussions and execute the required paperwork.

B. Engineer

Mr. Hamstra updated the board regarding the fence request at 10203 Kristen Park Drive; he has provided his approval to staff and suggests there would be no issues if this resident is allowed to erect a fence here, given that they signed an agreement. It was suggested there is a need to repaint school crossings in preparation for the start of school on August 10th, which are handled by the city.

C. Field Services

- Freddy requested a proposal from Benchmark regarding the landscaping addendum for the villas.
- Issue #17 is currently unresolved.
- Issue #18 pertains to the Eastfield area.
- Repairs are needed for the fence behind the townhouses on Green Ivy.
- Bushhogging tasks:
 - A. Clearing around ponds and conservation areas.

B. Addressing the rut on the main path leading to the gazebo.

On MOTION by Mr. Phillips, seconded by Mr. Colon, with all in favor, unanimous approval was given to accept direct staff to determine if there is an easement encroachment and rectify as needed.

Proposals

Benchmark Landscaping #744 for installation of additional trees for \$1033.36

On MOTION by Ms. Von Blon, seconded by Mr. Johnson, with all in favor, unanimous approval was given to approve proposal #744 in the amount of \$1033.36.

Benchmark Landscaping #745 for Fresh Cut and Remove Dead Pine Trees for \$850.00

On MOTION by Mr. Philips, seconded by Mr. Colon, with all in favor, unanimous approval was given to approve proposal #745 for fresh cut and remove dead pine trees in the amount of \$850.00.

-
- **Benchmark Landscaping #877**
 - Mr. Blanco explained that this was previously approved, but wanted to inform the Board the job was only half done, and he was working with Benchmark to bring it to completion.
- **Syte Land Management #1314 for Spreader Swale**
- **Syte Land Management #11342 for Spreader Swale**
 - Mr. Mena explained that the two proposals from Syte Land Management were mistakenly placed to the agenda but did confirm that this project was completed and paid out.
- **Litter surrounding the ponds.**
 - i. **The Field Manager will ask Sitex to provide proposals for trash removal for the September agenda.**

NINTH ORDER OF BUSINESS

Other Business

Mr. Johnson requested pricing for the implementation of FLOCK camera systems at each community entrance and expressed the desire for the CDD to take over the HOA's existing cameras. This will be discussed more at the next meeting.

**TENTH ORDER OF BUSINESS Supervisor Requests and Audience
Comments**

There being none, the next order of business followed.

ELEVENTH ORDER OF BUSINESS Adjournment

On MOTION by Mr. Philips, seconded by Mr. Johnson, with all in favor, unanimous approval was given to adjourn the meeting at 5:58 p.m.

Gabriel Mena, Secretary

Chairman

PROPERTY SCHEDULE

Unit Number	DESCRIPTION OF OCCUPANCY (If Vacant, state "Vacant" if Under Construction, state "Under Construction," If Historic Bldg state "Historic")	ADDRESS Line 1	Address Line 2	City	State	Zip	County	Year Built	Building Replacement Value	Construction Type	Protection Class
1	Playground Equipment	Moss Rose Way & Winding Way Blvd		Orlando	FL	32832	Orange	2020	\$ 69,300	Non Combustible	
2	Gazebo (Play House Park)	Moss Rd		Orlando	FL	32832	Orange	2020	\$ 11,000	Non Combustible	
3	Gazebo	Patina Way Park		Orlando	FL	32832	Orange	2020	\$ 11,000	Non Combustible	
4	Swingset (Play House Park)	Moss Rose Way	Old Patina Way	Orlando	FL	32832	Orange	2020	\$ 11,000	Non Combustible	
5	Perimeter Wall (2,145 LF)	Various		Orlando	FL	32832	Orange	2020	\$	Masonry Non Com	2
6	4' Black Metal Fencing	Various		Orlando	FL	32832	Orange	2020	\$	Non Combustible	2
7	3-Rail PVC Fencing (East Lake)	Coley Way		Orlando	FL	32832	Orange	2020	\$	Non Combustible	2
8	Green Chain Link Perimeter Fencing (at Swale)	Eastpark Woods Dr		Orlando	FL	32832	Orange	2020	\$	Non Combustible	2
9	Black Fencing w/Masonry Columns (960 LF)	Moss Rose Way	near Eastpark W	Orlando	FL	32832	Orange	2020	\$	Non Combustible	2
10	Large Gazebo (Savannah Park Commons)	Moss Rose Way & Savannah Park Dr		Orlando	FL	32832	Orange	2020	\$	Frame	2
11	Decorative Column (Savannah Park Commons)	Moss Rose Way & Savannah Park Dr		Orlando	FL	32832	Orange	2020	\$	Masonry Non Com	2
12	Metal Fence (Savannah Park Commons - Behind Gazebo)	Moss Rose Way & Savannah Park Dr		Orlando	FL	32832	Orange	2020	\$	Non Combustible	2
13	Black Fencing w/Masonry Columns (360 LF)	Savannah Park Dr (near Moss Rose Way)		Orlando	FL	32832	Orange	2020	\$	Non Combustible	2
14	Swingset & Benches (Play House Park)	Moss Rose Way		Orlando	FL	32832	Orange	2020	\$	Non Combustible	2
15	Monument - Ravinia at East Park	Town Lake Dr & Lake District Ln		Orlando	FL	32832	Orange	2020	\$	Masonry Non Com	2
16	Black Fencing w/Masonry Columns - Ravinia at East Park (640 LF)	Town Lake Dr & Lake District Ln		Orlando	FL	32832	Orange	2020	\$	Non Combustible	2
17	Monument - Ravinia at East Park	Town Lake Dr & Sunset Ridge Ln		Orlando	FL	32832	Orange	2020	\$	Masonry Non Com	2
18	Metal Pedestrian Bridge - Ravina at East Park (Behind Townhomes Pond)	Sunset Ridge Ln		Orlando	FL	32832	Orange	2020	\$	Bridges	2
19	Monument - East Park	Lake District Ln & Dowden Rd		Orlando	FL	32832	Orange	2020	\$	Masonry Non Com	2
20	Black Fencing w/Masonry Columns (970 LF)	Caroline Park Dr	near Moss Rose	Orlando	FL	32832	Orange	2020	\$	Non Combustible	2
21	Black Fencing w/Masonry Columns (710 LF)	Dowden Rd	near Moss Rose	Orlando	FL	32832	Orange	2020	\$	Non Combustible	2
22	Benches in the Open	Various		Orlando	FL	32832	Orange	2020	\$	Property In The Op	2
23	Black Fencing w/Masonry Columns	Kristen Park Dr	near Moss Rose	Orlando	FL	32832	Orange	2020	\$	Non Combustible	2
24	Monuments w/Attached Metal Fencing & Columns (2) - East Park	Easterfield Dr & Dowden Rd		Orlando	FL	32832	Orange	2020	\$	Masonry Non Com	2
25	Monument - Overlook at East Park	Lake District Ln & Green Ivy Ln		Orlando	FL	32832	Orange	2020	\$	Masonry Non Com	2
26	Monument - East Park	Savannah Park Dr & Narcoossee Rd		Orlando	FL	32832	Orange	2020	\$	Masonry Non Com	2
27	Unnattached Masonry Columns - Need Breakout per street/subdivision	Various		Orlando	FL	32832	Orange	2020	\$	Masonry Non Com	2
28	Any Additional Monuments - Need breakout per address/intersection	Various		Orlando	FL	32832	Orange	2020	\$	Masonry Non Com	2
29	Mail Kiosks - If District owned	Various		Orlando	FL	32832	Orange	2020	\$	Non Combustible	2

AUGUST 2023 FIELD INSPECTION

East Park CDD

Thursday, August 17, 2023

Prepared For Board Of Supervisors

32 Item Identified

Freddy Blanco Field
Manager
Inframark

Handwritten signature of Freddy Blanco in black ink.





Item 1

Assigned To Benchmark

Mowing service is complete according to the schedule.



Item 2

Assigned To Benchmark

Provide Proposal for bush hogging service at Yellow Tiger Lily Dr.



Item 3

Assigned To Benchmark

Trimming service to the Viburnums edge along Dawson Lily Way is ongoing.



Item 4

Assigned To Benchmark

Irrigation leak near to the bathrooms at Lake District Ln across Dawson Lily Way is still pending.



Item 5

Assigned To City Of Orlando

Toilet paper dispenser is broken. Create a work order for repair.



Item 6

Assigned To Benchmark

Mowing and edging service at Sunset Ridge Ln is completed according to the schedule.



Item 7

Assigned To Sitex

Fountains are working normally.



Item 8

Assigned To Benchmark

Edging service is not completed at all next to the sidewalk around the pond located behind Sunset Ridge Ln.



Item 9

Assigned To Benchmark

Mowing service at easement and around the ponds is ongoing.



Item 10

Assigned To Benchmark

Service around the playground at Eastpark Wood Dr is completed according to the schedule.



Item 11

Assigned To Benchmark

Playground at Eastpark Wood Dr.

Need more attention with the weeds control. I'm



Item 12

Assigned To Benchmark

Annual flowers installation is still pending at Winding Way Blvd.



Item 13

Assigned To Benchmark

Mowing service behind backyard at Moss Road way is still pending.



Item 14

Assigned To Benchmark

Soil installation to fill holes around the irrigation boxes at Moss Rose Way is completed.



Item 15

Assigned To Benchmark

Annual flowers installation at Moss Rose Way is completed according to the schedule.



Item 16

Assigned To Benchmark

Beds around the Gazebo at Moss Rose Rose Way need attention with the weeds control.



Item 17

Assigned To Benchmark

Remove overgrowth plants materials next to the fence at Savannah Park Dr.



Item 18

Assigned To Benchmark

Some Irrigation boxes still need maintenance service.



Item 19

Assigned To Benchmark

Lower branches need immediate attention at Savannah Park Dr.



Item 20

Assigned To Inframark

Damage and missing banners need replacement



Item 21

Assigned To Benchmark

Remove dead pine trees next to the swing set located at Moss Rose Way.



Item 22

Assigned To Benchmark

Mowing service around the pond located at Moss Rose Way is completed.



Item 23

Assigned To Benchmark

Beds located between Moss Rose Way and Old patina Way need more weeds control service.



Item 24

Assigned To Inframark

Create Work order for repair swing set located at Moss Rose Way.



Item 25

Assigned To Benchmark

Mowing and edging service is completed at Easterfield Dr. Entrance.



Item 26

Assigned To Benchmark

Was myrtle Removal service near to Coley Way is completed.



Item 27

Assigned To City Of Orlando

Broken cleanout cap needs immediate attention next to the bathroom at Lake District Ln.



Item 28

Assigned To Board Of Supervisors

City of Orlando installed new tennis courts nets.



Item 29

Assigned To Board Of Supervisors
Fresh playground mulch installation is completed.



Item 30

Assigned To Sitex
The fountain's electrical panel was found turned off on Moss Rose Way. Now the fountain is working again.



Item 31

Assigned To Sitex

The fountain's electrical panel was found turned off on Moss Rose Way. Now the fountain is working again.



Item 32

Assigned To Sitex

Timers need adjustment asap.



Proposal #1345

Date: 9/5/2023

Customer:

Gabe Mena

gabriel.mena@inframark.com

Property:

East Park CDD
Savannah Park Dr.
Orlando, FL 32832

This is for the conservation area on Yellow Tiger Lilly Drive.

Service Details

Enhancement Services

Items	Quantity	Price/Unit	Price
Clean Up Labor	1.00	\$3,400.00	\$3,400.00
Dump Fee	6.00	\$280.88	\$1,685.25
Enhancement Services:			\$5,085.25
PROJECT TOTAL:			\$5,085.25

Terms & Conditions

Final payment shall be made within thirty (30) days upon completion. After thirty (30) days post-completion, Benchmark Landscaping reserves the right to apply a late fee of three-percent (3%) of the outstanding balance charged every thirty (30) days that the invoice remains outstanding.

By

Aspire Admin

Date

9/5/2023

Benchmark Landscaping

By

Date

East Park CDD



Proposal #1427

Date: 9/18/2023

Customer:

Gabe Mena

gabriel.mena@inframark.com

Property:

East Park CDD
Savannah Park Dr.
Orlando, FL 32832

Proposal for removal of dead
pine trees located between Moss
Rose Way and Old Patina Way

Service Details

Enhancement Services

Items	Quantity	Price/Unit	Price
Labor - Enhancement	10.00	\$85.00	\$850.00
Enhancement Services:			\$850.00
PROJECT TOTAL:			\$850.00

Terms & Conditions

Final payment shall be made within thirty (30) days upon completion. After thirty (30) days post-completion, Benchmark Landscaping reserves the right to apply a late fee of three-percent (3%) of the outstanding balance charged every thirty (30) days that the invoice remains outstanding.

By _____

Kalvin Sorensen

Date 9/18/2023

Benchmark Landscaping

By _____

Date

East Park CDD

RESOLUTION 2023-07

A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE EAST PARK COMMUNITY DEVELOPMENT DISTRICT ADOPTING THE ANNUAL MEETING SCHEDULE FOR FISCAL YEAR 2023/2024; AND PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, the East Park Community Development District (the “**District**”) is a local unit of special-purpose government created and existing pursuant to Chapter 190, Florida Statutes, being situated within Orange County, Florida; and

WHEREAS, the District is required by Section 189.015, *Florida Statutes*, to file quarterly, semi-annually, or annually a schedule (including date, time, and location) of its regular meetings with local governing authorities; and

WHEREAS, further, in accordance with the above-referenced statute, the District shall also publish quarterly, semi-annually, or annually the District’s regular meeting schedule in a newspaper of general paid circulation in the county in which the District is located; and

WHEREAS, the Board desires to adopt the Fiscal Year 2023/2024 annual meeting schedule attached as **Exhibit A**.

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

SECTION 1. The Fiscal Year 2023/2024 annual meeting schedule attached hereto and incorporated by reference herein as **Exhibit A** is hereby approved and shall be published in accordance with the requirements of Florida law and also provided to applicable governing authorities.

SECTION 2. This Resolution shall become effective immediately upon its adoption.

PASSED AND ADOPTED THIS 25TH DAY OF SEPTEMBER, 2023.

ATTEST:

**EAST PARK COMMUNITY
DEVELOPMENT DISTRICT**

Secretary / Assistant Secretary

Chairperson, Board of Supervisors

Exhibit A: Fiscal Year 2023/2024 Annual Meeting Schedule

Exhibit A: Fiscal Year 2023/2024 Annual Meeting Schedule

BOARD OF SUPERVISORS MEETING DATES EAST PARK COMMUNITY DEVELOPMENT DISTRICT FISCAL YEAR 2023/2024

The Board of Supervisors of the East Park Community Development District will hold their regular meetings for Fiscal Year 2023/2024 at the Valencia College – Lake Nona Campus, 12350 Narcoossee Road, Room 148, Orlando, Florida 32832, on the fourth Monday of every other month, at 5:00 P.M., unless otherwise indicated as follows:

November 13, 2023 (Second Monday)

January 22, 2024

March 25, 2024

May 27, 2024

July 22, 2024

September 23, 2024

The meetings are open to the public and will be conducted in accordance with the provision of Florida Law for Community Development Districts. The meetings may be continued to a date, time, and place to be specified on the record at the meeting. A copy of the agenda for these meetings may be obtained from Inframark IMS, 313 Campus Street, Celebration, Florida 34747 or by calling (407) 566-1935.

There may be occasions when one or more Supervisors or staff will participate by telephone. Pursuant to provisions of the Americans with Disabilities Act, any person requiring special accommodations at this meeting because of a disability or physical impairment should contact the District Office at (407) 566-1935 at least 48 hours prior to the meeting. If you are hearing or speech impaired, please contact the Florida Relay Service by dialing 7-1-1, or 1-800-955-8771 (TTY) / 1-800-955-8770 (Voice), for aid in contacting the District Office.

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

Gabriel Mena
District Manager