

**PARK EAST
COMMUNITY DEVELOPMENT DISTRICT
BOARD OF SUPERVISORS
REGULAR MEETING
JUNE 02, 2022**

**PARK EAST
COMMUNITY DEVELOPMENT DISTRICT AGENDA
JUNE 02, 2022 AT 2:00 P.M.
THE OFFICES OF MERITUS DISTRICTS
LOCATED AT 2005 PAN AM CIRCLE, SUITE 300, TAMPA, FL 33607**

District Board of Supervisors	Chair Vice-Chair Supervisor Supervisor Supervisor	Jeffery S. Hills Nicholas J. Dister Ryan Motko Steven K. Luce Alberto Viera
District Manager	Inframark	Brian Lamb
District Attorney	Straley Robin Vericker	John Vericker
District Engineer	Stantec, Inc	Tonja Stewart

All cellular phones and pagers must be turned off while in the meeting room

The meeting will begin at **2:00 p.m.**

Public workshops sessions may be advertised and held in an effort to provide informational services. These sessions allow staff or consultants to discuss a policy or business matter in a more informal manner and allow for lengthy presentations prior to scheduling the item for approval. Typically, no motions or votes are made during these sessions.

Pursuant to provisions of the Americans with Disabilities Act, any person requiring special accommodations to participate in this meeting is asked to advise the District Office at (813) 873-7300, at least 48 hours before the meeting. If you are hearing or speech impaired, please contact the Florida Relay Service at 7-1-1 who can aid you in contacting the District Office.

Any person who decides to appeal any decision made by the Board with respect to any matter considered at the meeting is advised that this same 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.

Park East Community Development District

Dear Board Members:

The Regular Meeting of Park East Community Development District will be held on **June 02, 2022 at 2:00 p.m. at the Offices of Meritus located at 2005 Pan Am Circle, Suite 300, Tampa, FL 33607.** Please let us know at least 24 hours in advance if you are planning to call into the meeting. Following is the Agenda for the Meeting:

Call In Number: 1-866-906-9330

Access Code: 4863181

1. CALL TO ORDER/ROLL CALL

2. PUBLIC COMMENT ON AGENDA ITEMS

3. BUSINESS ITEMS

- A. Consideration of Resolution 2022-06; Approving FY 2023 Proposed Budget & Setting Public Hearing.....Tab 01
- B. Announcement of Qualified Electors.....Tab 02
- C. General Matters of the District

4. CONSENT AGENDA ITEMS

- A. Consideration of the Regular Meeting Minutes December 02, 2021..... Tab 03
- B. Consideration of Operations and Maintenance Expenditures March 2022.....Tab 04
- C. Review of Financial Statements for Month Ending April 30, 2022.....Tab 05

5. VENDOR AND STAFF REPORTS

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

6. BOARD MEMBERS COMMENTS

7. PUBLIC COMMENTS

8. 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) 873-7300.

Sincerely,



Brian Lamb, CEO
Meritus

RESOLUTION 2022-06

A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE PARK EAST COMMUNITY DEVELOPMENT DISTRICT APPROVING A PROPOSED OPERATION AND MAINTENANCE BUDGET FOR FISCAL YEAR 2022/2023; SETTING A PUBLIC HEARING THEREON PURSUANT TO FLORIDA LAW; ADDRESSING TRANSMITTAL, POSTING, AND PUBLICATION REQUIREMENTS; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, the District Manager prepared and submitted to the Board of Supervisors (“**Board**”) of the Park East Community Development District (“**District**”) prior to June 15, 2022 a proposed operation and maintenance budget for the fiscal year beginning October 1, 2022 and ending September 30, 2023 (“**Proposed Budget**”); and

WHEREAS, the Board has considered the Proposed Budget and desires to approve the Proposed Budget and set the required public hearing thereon.

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

1. **PROPOSED BUDGET APPROVED.** The Proposed Budget, including any modifications made by the Board, attached hereto as **Exhibit A** is hereby approved as the basis for conducting a public hearing to adopt said Proposed Budget.

2. **SETTING A PUBLIC HEARING.** The public hearing on said Proposed Budget is hereby declared and set for the following date, hour, and location:

DATE: August 4, 2022
HOUR: 2:00 p.m.
LOCATION: Offices of Meritus (Inframark)
2005 Pan Am Circle, Suite 300
Tampa, Florida 33607

3. **TRANSMITTAL OF PROPOSED BUDGET TO LOCAL GENERAL PURPOSE GOVERNMENT.** The District Manager is hereby directed to submit a copy of the Proposed Budget to Hillsborough County at least 60 days prior to the hearing set above.

4. **POSTING OF PROPOSED BUDGET.** In accordance with Section 189.016, Florida Statutes, the District’s Secretary is further directed to post the Proposed Budget on the District’s website at least 2 days before the budget hearing date and shall remain on the website for at least 45 days.

5. **PUBLICATION OF NOTICE.** Notice of this public hearing shall be published in the manner prescribed by Florida law.

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

PASSED AND ADOPTED ON JUNE 2, 2022.

Attest:

**Park East Community
Development District**

Print Name: _____
Secretary / Assistant Secretary

Print Name: _____
Chair/Vice Chair of the Board of Supervisors

Exhibit A: Proposed Budget for Fiscal Year 2022/2023

PARK EAST

COMMUNITY DEVELOPMENT DISTRICT

	Fiscal Year 2022 Final Operating Budget	Current Period Actuals 10/1/21 - 3/31/22	Projected Revenues & Expenditures 4/1/22 to 9/30/22	Total Actuals and Projections Through 9/30/22	Over/(Under) Budget Through 9/30/22
REVENUES					
SPECIAL ASSESSMENTS - SERVICE CHARGES					
Operations & Maintenance Assmts-Tax Roll	183,155.00	0.00	183,155.00	183,155.00	0.00
TOTAL SPECIAL ASSESSMENTS - SERVICE CHARGES	\$183,155.00	\$0.00	\$183,155.00	\$183,155.00	\$0.00
INTEREST EARNINGS					
Interest	0.00	0.21	(0.21)	0.00	0.00
TOTAL INTEREST EARNINGS	\$0.00	\$0.21	(\$0.21)	\$0.00	\$0.00
CONTRIBUTIONS & DONATIONS FROM PRIVATE SOURCES					
Developer Contributions	0.00	15,000.00	(15,000.00)	0.00	0.00
TOTAL CONTRIBUTIONS & DONATIONS FROM PRIVAT	\$0.00	\$15,000.00	(\$15,000.00)	\$0.00	\$0.00
TOTAL REVENUES	\$183,155.00	\$15,000.21	\$168,154.79	\$183,155.00	\$0.00
EXPENDITURES					
LEGISLATIVE					
Supervisor Fees	4,000.00	4,400.00	1,600.00	6,000.00	2,000.00
TOTAL LEGISLATIVE	\$4,000.00	\$4,400.00	\$1,600.00	\$6,000.00	\$2,000.00
FINANCIAL & ADMINISTRATIVE					
District Manager	30,000.00	29,700.00	18,300.00	48,000.00	18,000.00
District Engineer	5,000.00	454.00	546.00	1,000.00	(4,000.00)
Disclosure Report	8,400.00	2,100.00	(1,200.00)	900.00	(7,500.00)
Trustees Fees	8,000.00	0.00	4,100.00	4,100.00	(3,900.00)
Accounting Services	9,000.00	6,750.00	(2,250.00)	4,500.00	(4,500.00)
Auditing Services	6,000.00	0.00	0.00	0.00	(6,000.00)
Postage, Phone, Faxes, Copies	100.00	0.00	50.00	50.00	(50.00)
Public Officials Insurance	2,500.00	0.00	2,500.00	2,500.00	0.00
Legal Advertising	2,500.00	12,912.50	2,087.50	15,000.00	12,500.00
Bank Fees	150.00	0.00	0.00	0.00	(150.00)
Dues, Licenses & Fees	175.00	175.00	0.00	175.00	0.00
Email Hosting Vendor	600.00	125.00	125.00	250.00	(350.00)
Office Supplies	0.00	105.31	94.69	200.00	200.00
Website Administration	1,500.00	(12,725.00)	13,475.00	750.00	(750.00)
ADA Website Fee	1,900.00	5,800.00	0.00	5,800.00	3,900.00
Miscellaneous Fees	130.00	0.00	50.00	50.00	(80.00)
TOTAL FINANCIAL & ADMINISTRATIVE	\$75,955.00	\$45,396.81	\$37,878.19	\$83,275.00	\$7,320.00
LEGAL COUNSEL					
District Counsel	3,500.00	7,125.20	2,374.80	9,500.00	6,000.00
TOTAL LEGAL COUNSEL	\$3,500.00	\$7,125.20	\$2,374.80	\$9,500.00	\$6,000.00
INSURANCE					
Public Officials Liability Insurance	0.00	0.00	0.00	0.00	0.00
General Liability Insurance	0.00	0.00	2,500.00	2,500.00	2,500.00
Property Casualty Insurance	0.00	0.00	0.00	0.00	0.00
TOTAL INSURANCE	\$0.00	\$0.00	\$2,500.00	\$2,500.00	\$2,500.00
ELECTRIC UTILITY SERVICES					
Electric Utility Services - All Others	1,500.00	0.00	0.00	0.00	(1,500.00)
Utility Services	0.00	0.00	0.00	0.00	0.00
Street Lights	35,000.00	0.00	0.00	0.00	(35,000.00)
TOTAL ELECTRIC UTILITY SERVICES	\$36,500.00	\$0.00	\$0.00	\$0.00	(\$36,500.00)
GARBAGE/SOLID WASTE CONTROL SERVICES					
Garbage Collection	1,000.00	0.00	0.00	0.00	(1,000.00)
TOTAL GARBAGE/SOLID WASTE CONTROL SERVICES	\$1,000.00	\$0.00	\$0.00	\$0.00	(\$1,000.00)
WATER-SEWER COMBINATION SERVICES					
Water Utility Services	500.00	0.00	0.00	0.00	(500.00)
TOTAL WATER-SEWER COMBINATION SERVICES	\$500.00	\$0.00	\$0.00	\$0.00	(\$500.00)
STORM WATER CONTROL					
Aquatic Contract	0.00	0.00	0.00	0.00	0.00
Mitigation Area Monitoring & Maintenance	0.00	0.00	0.00	0.00	0.00
Miscellaneous Maintenance & Field Services	0.00	0.00	0.00	0.00	0.00
Aquatic Plant Replacement	0.00	0.00	0.00	0.00	0.00
Capital Improvements	0.00	0.00	0.00	0.00	0.00
TOTAL STORM WATER CONTROL	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
OTHER PHYSICAL ENVIRONMENT					
Waterway Management Contract	10,000.00	0.00	0.00	0.00	(10,000.00)
Waterway Improvement & Repair	1,000.00	0.00	0.00	0.00	(1,000.00)
Entrance Monument & Wall Maintenance Repair	750.00	0.00	0.00	0.00	(750.00)
General Property & Casualty Insurance	6,000.00	0.00	0.00	0.00	(6,000.00)
Landscape Maintenance - Contract	32,000.00	0.00	0.00	0.00	(32,000.00)
Landscape Maintenance - Other	2,400.00	0.00	0.00	0.00	(2,400.00)
Plant Replacement Program	750.00	0.00	0.00	0.00	(750.00)
Irrigation Maintenance	1,000.00	0.00	0.00	0.00	(1,000.00)
Pool Maintenance - Other	400.00	0.00	0.00	0.00	(400.00)
Pool Maintenance - Contract	4,000.00	0.00	0.00	0.00	(4,000.00)
Amenity Center Cleaning & Supplies	2,000.00	0.00	0.00	0.00	(2,000.00)
Amenity Center Pest Control	400.00	0.00	0.00	0.00	(400.00)
Amenity Center Maintenance & Repair	1,000.00	0.00	0.00	0.00	(1,000.00)
TOTAL OTHER PHYSICAL ENVIRONMENT	\$61,700.00	\$0.00	\$0.00	\$0.00	(\$61,700.00)
ROAD & STREET FACILITIES					
Pavement & Signage Repairs	0.00	0.00	0.00	0.00	0.00
TOTAL ROAD & STREET FACILITIES	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
CONTIGENCY					
Miscellaneous Fees	0.00	0.00	0.00	0.00	0.00
TOTAL CONTIGENCY	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
TOTAL EXPENDITURES	\$183,155.00	\$56,922.01	\$44,352.99	\$101,275.00	(\$81,880.00)
EXCESS OF REVENUES OVER (UNDER) EXPENDITURE	\$0.00	(\$41,921.80)	\$123,801.80	\$81,880.00	\$81,880.00

PARK EAST

COMMUNITY DEVELOPMENT DISTRICT

	Fiscal Year 2022 Final Operating Budget	Total Actuals and Projections Through 9/30/22	Over/(Under) Budget Through 9/30/22	Fiscal Year 2023 Proposed Operating Budget	Increase / (Decrease) from FY 2021 to FY 2023
REVENUES					
SPECIAL ASSESSMENTS - SERVICE CHARGES					
Operations & Maintenance Assmts-Tax Roll	183,155.00	183,155.00	0.00	257,525.00	74,370.00
TOTAL SPECIAL ASSESSMENTS - SERVICE CHARGES	\$183,155.00	\$183,155.00	\$0.00	\$257,525.00	\$74,370.00
INTEREST EARNINGS					
Interest	0.00	0.00	0.00	0.00	0.00
TOTAL INTEREST EARNINGS	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
CONTRIBUTIONS & DONATIONS FROM PRIVATE SOURCES					
Developer Contributions	0.00	0.00	0.00	0.00	0.00
TOTAL CONTRIBUTIONS & DONATIONS FROM PRIVATE SOURCES	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
TOTAL REVENUES	\$183,155.00	\$183,155.00	\$0.00	\$257,525.00	\$74,370.00
EXPENDITURES					
LEGISLATIVE					
Supervisor Fees	4,000.00	6,000.00	2,000.00	5,000.00	1,000.00
TOTAL LEGISLATIVE	\$4,000.00	\$6,000.00	\$2,000.00	\$5,000.00	\$1,000.00
FINANCIAL & ADMINISTRATIVE					
District Manager	30,000.00	48,000.00	18,000.00	36,000.00	6,000.00
District Engineer	5,000.00	1,000.00	(4,000.00)	4,000.00	(1,000.00)
Disclosure Report	8,400.00	900.00	(7,500.00)	3,600.00	(4,800.00)
Trustees Fees	8,000.00	4,100.00	(3,900.00)	4,100.00	(3,900.00)
Accounting Services	9,000.00	4,500.00	(4,500.00)	9,000.00	0.00
Auditing Services	6,000.00	0.00	(6,000.00)	5,700.00	(300.00)
Postage, Phone, Faxes, Copies	100.00	50.00	(50.00)	100.00	0.00
Public Officials Insurance	2,500.00	2,500.00	0.00	2,500.00	0.00
Legal Advertising	2,500.00	15,000.00	12,500.00	3,500.00	1,000.00
Bank Fees	150.00	0.00	(150.00)	150.00	0.00
Dues, Licenses & Fees	175.00	175.00	0.00	175.00	0.00
Email Hosting Vendor	600.00	250.00	(350.00)	500.00	(100.00)
Office Supplies	0.00	200.00	200.00	200.00	200.00
Website Administration	1,500.00	750.00	(750.00)	1,500.00	0.00
ADA Website Fee	1,900.00	5,800.00	3,900.00	1,900.00	0.00
Miscellaneous Fees	130.00	50.00	(80.00)	100.00	(30.00)
TOTAL FINANCIAL & ADMINISTRATIVE	\$75,955.00	\$83,275.00	\$7,320.00	\$73,025.00	(\$2,930.00)
LEGAL COUNSEL					
District Counsel	3,500.00	9,500.00	6,000.00	4,000.00	500.00
TOTAL LEGAL COUNSEL	\$3,500.00	\$9,500.00	\$6,000.00	\$4,000.00	\$500.00
INSURANCE					
Public Officials Liability Insurance	0.00	0.00	0.00	0.00	0.00
General Liability Insurance	0.00	2,500.00	2,500.00	2,500.00	2,500.00
Property Casualty Insurance	0.00	0.00	0.00	15,000.00	15,000.00
TOTAL INSURANCE	\$0.00	\$2,500.00	\$2,500.00	\$17,500.00	\$17,500.00
ELECTRIC UTILITY SERVICES					
Electric Utility Services - All Others	1,500.00	0.00	(1,500.00)	5,000.00	3,500.00
Utility Services	0.00	0.00	0.00	4,000.00	4,000.00
Street Lights	35,000.00	0.00	(35,000.00)	25,000.00	(10,000.00)
TOTAL ELECTRIC UTILITY SERVICES	\$36,500.00	\$0.00	(\$36,500.00)	\$34,000.00	(\$2,500.00)
GARBAGE/SOLID WASTE CONTROL SERVICES					
Garbage Collection	1,000.00	0.00	(1,000.00)	0.00	(1,000.00)
TOTAL GARBAGE/SOLID WASTE CONTROL SERVICES	\$1,000.00	\$0.00	(\$1,000.00)	\$0.00	(\$1,000.00)
WATER-SEWER COMBINATION SERVICES					
Water Utility Services	500.00	0.00	(500.00)	3,500.00	3,000.00
TOTAL WATER-SEWER COMBINATION SERVICES	\$500.00	\$0.00	(\$500.00)	\$3,500.00	\$3,000.00
STORM WATER CONTROL					
Aquatic Contract	0.00	0.00	0.00	12,000.00	12,000.00
Mitigation Area Monitoring & Maintenance	0.00	0.00	0.00	2,500.00	2,500.00
Miscellaneous Maintenance & Field Services	0.00	0.00	0.00	15,000.00	15,000.00
Aquatic Plant Replacement	0.00	0.00	0.00	2,000.00	2,000.00
Capital Improvements	0.00	0.00	0.00	3,500.00	3,500.00
TOTAL STORM WATER CONTROL	\$0.00	\$0.00	\$0.00	\$35,000.00	\$35,000.00
OTHER PHYSICAL ENVIRONMENT					
Waterway Management Contract	10,000.00	0.00	(10,000.00)	0.00	(10,000.00)
Waterway Improvement & Repair	1,000.00	0.00	(1,000.00)	1,500.00	500.00
Entrance Monument & Wall Maintenance Repair	750.00	0.00	(750.00)	1,000.00	250.00
General Property & Casualty Insurance	6,000.00	0.00	(6,000.00)	15,000.00	9,000.00
Landscape Maintenance - Contract	32,000.00	0.00	(32,000.00)	35,000.00	3,000.00
Landscape Maintenance - Other	2,400.00	0.00	(2,400.00)	2,000.00	(400.00)
Plant Replacement Program	750.00	0.00	(750.00)	1,000.00	250.00
Irrigation Maintenance	1,000.00	0.00	(1,000.00)	2,500.00	1,500.00
Pool Maintenance - Other	400.00	0.00	(400.00)	1,000.00	600.00
Pool Maintenance - Contract	4,000.00	0.00	(4,000.00)	12,000.00	8,000.00
Amenity Center Cleaning & Supplies	2,000.00	0.00	(2,000.00)	7,500.00	5,500.00
Amenity Center Pest Control	400.00	0.00	(400.00)	2,500.00	2,100.00
Amenity Center Maintenance & Repair	1,000.00	0.00	(1,000.00)	1,000.00	0.00
TOTAL OTHER PHYSICAL ENVIRONMENT	\$61,700.00	\$0.00	(\$61,700.00)	\$82,000.00	\$20,300.00
ROAD & STREET FACILITIES					
Pavement & Signage Repairs	0.00	0.00	0.00	1,000.00	1,000.00
TOTAL ROAD & STREET FACILITIES	\$0.00	\$0.00	\$0.00	\$1,000.00	\$1,000.00
CONTINGENCY					
Miscellaneous Fees	0.00	0.00	0.00	2,500.00	2,500.00
TOTAL CONTINGENCY	\$0.00	\$0.00	\$0.00	\$2,500.00	\$2,500.00
TOTAL EXPENDITURES	\$183,155.00	\$101,275.00	(\$81,880.00)	\$257,525.00	\$74,370.00
EXCESS OF REVENUES OVER (UNDER) EXPENDITURE	\$0.00	\$81,880.00	\$81,880.00	\$0.00	\$0.00



Craig Latimer
Supervisor of Elections

Our Vision: To be the best place in America to vote

GOVERNOR'S
STERLING
AWARD
RECIPIENT

April 18, 2022

To whom it may concern,

As per F.S. 190.006, you'll find the number of qualified registered electors for your Community Development District as of April 15, 2022, listed below.

Community Development District	Number of Registered Electors
Park East	12

We ask that you respond to our office with a current list of CDD office holders by **June 1st** and that you update us throughout the year if there are changes. This will enable us to provide accurate information to potential candidates during filing and qualifying periods.

Please note it is the responsibility of each district to keep our office updated with current district information. If you have any questions, please do not hesitate to contact me at (813) 384-3944 or ewhite@votehillsborough.gov.

Respectfully,

Enjoli White
Candidate Services Manager

VoteHillsborough.gov



(813) 744 - 5900

Fred B. Karl County Center

601 E. Kennedy Blvd., 16th Floor, Tampa, FL 33602

Robert L. Gilder Elections Service Center

2514 N. Falkenburg Rd., Tampa, FL 33619

See website for regional office locations.

**PARK EAST
COMMUNITY DEVELOPMENT DISTRICT**

December 2, 2021, Minutes of the Regular Meeting

Minutes of the Regular Meeting

The Regular Meetings of the Board of Supervisors for the Park East Community Development District was held on **Tuesday, December 2, 2021, at 2:00 p.m.** at the Offices of Meritus located at 2005 Pan Am Circle, Suite 300, Tampa, FL 33607.

1. CALL TO ORDER

Brian Lamb called the Regular Meetings of the Board of Supervisors of the Park East Community Development District to order on **Tuesday, Decmeber 2, 2021, at 2:05 p.m.**

Board Members Present and Constituting a Quorum:

Jeffery S. Hills	Chairman
Nick Dister	Vice-Chair
Steve Luce	Supervisor
Ryan Motko	Supervisor
Alberto Viera	Supervisor

Staff Members Present:

Brian Lamb	District Manager, Meritus
Vanessa Steinerts	District Counsel, Straley Robin Vericker

There were no members of the general public in attendance.

2. PUBLIC COMMENT ON AGENDA ITEMS

There were no public comments on agenda items.

3. BUSINESS ITEMS

A. Consideration of First Supplemental Assessment Methodology Report

District Manager Lamb reviewed the associated exhibits and Methodology Report with the Board.

MOTION TO:	Approve the First Supplemental Assessment Methodology Report.
MADE BY:	Supervisor Motko
SECONDED BY:	Supervisor Viera
DISCUSSION:	None further
RESULT:	Called to Vote: Motion PASSED 5/0 - Motion Passed Unanimously

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**B. Consideration of Resolution 2022-05; Supplemental Assessment Resolution –
Final Terms of 2021 Bonds**

District Manager Lamb discussed the Resolution 2022-05 along with the associated exhibits with the Board pertaining to Final Terms of 2021 Bonds.

MOTION TO:	Approve Resolution 2202-05.
MADE BY:	Supervisor Luce
SECONDED BY:	Supervisor Motko
DISCUSSION:	None further
RESULT:	Called to Vote: Motion PASSED 5/0 - Motion Passed Unanimously

C. General Matters of the District

There were no general matters of the district at this time.

4. CONSENT AGENDA ITEMS

A. Consideration of the Regular Meeting Minutes November 04, 2021

The Board reviewed the Consent Agenda items.

MOTION TO:	Approve the Consent Agenda item.
MADE BY:	Supervisor Dister
SECONDED BY:	Supervisor Luce
DISCUSSION:	None further
RESULT:	Called to Vote: Motion PASSED 5/0 - Motion Passed Unanimously

5. VENDOR AND STAFF REPORTS

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

There were no additional reports from staff.

88 **6. SUPERVISOR REQUESTS AND COMMENTS**

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90 There were no supervisor requests or comments.

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93 **7. AUDIENCE COMMENTS**

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95 There were no audience comments.

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98 **8. ADJOURNMENT**

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MOTION TO:	Adjourn.
MADE BY:	Supervisor Luce
SECONDED BY:	Supervisor Motko
DISCUSSION:	None further
RESULT:	Called to Vote: Motion PASSED
	5/0 - Motion Passed Unanimously

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DRAFT

108 **Please note the entire meeting is available on disc.*

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110 **These minutes were done in summary format.*

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

116
117 **Meeting minutes were approved at a meeting by vote of the Board of Supervisors at a publicly**
118 **noticed meeting held on _____.**

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121
122 **Signature** _____ **Signature** _____

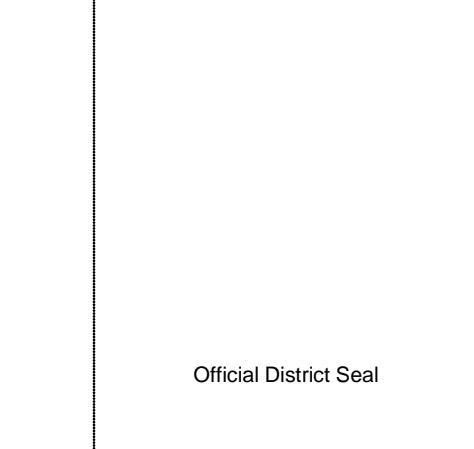
123
124
125 **Printed Name** _____ **Printed Name** _____

126
127 **Title:** _____ **Title:** _____
128 **Secretary** **Chairman**
129 **Assistant Secretary** **Vice Chairman**

130
131
132
133
134 *Recorded by Records Administrator*

135
136
137
138 _____
Signature

139
140 _____
Date



Park East CDD Community Development District Summary of Operations and Maintenance Invoices

Vendor	Invoice/Account Number	Amount	Vendor Total	Comments/Description
Monthly Contract				
Meritus Districts.	75334.	\$ 5,275.00		District Management Services - 3.23.2022.
Monthly Contract Sub-Total		\$ 5,275.00		
Variable Contract				
Variable Contract Sub-Total		\$ 0.00		
Utilities				
Utilities Sub-Total		\$ 0.00		
Regular Services				
Stantec	1898188	\$ 216.00		District Engineering Services - 03/09/2022
Straley Robin Vericker	21098	7.00		Professional Services thru 02/15/2022
Regular Services Sub-Total		\$ 223.00		
Additional Services				
Additional Services Sub-Total		\$ 0.00		
TOTAL:		\$ 5,498.00		

Approved (with any necessary revisions noted):

Signature

Printed Name

Title (check one):

**Park East CDD Community Development District
Summary of Operations and Maintenance Invoices**

Vendor	Invoice/Account Number	Amount	Vendor Total	Comments/Description
---------------	-----------------------------------	---------------	-------------------------	-----------------------------

Chairman Vice Chairman Assistant Secretary

Meritus Districts

A Division of Inframark, LLC

INVOICE

2005 Pan Am Circle
Suite 300
Tampa, FL 33607

INVOICE#

#75334

DATE

3/23/2022

BILL TO

Park East Community Development
District
2005 Pan Am Cir Ste 300
Tampa FL 33607-6008
United States

CUSTOMER ID

C2354

NET TERMS

Net 30

PO#**DUE DATE**

4/22/2022

Services provided for the Month of: **March 2022**

DESCRIPTION	QTY	UOM	RATE	AMOUNT
Accounting Services - Accounting Services	1	Ea	750.00	750.00
Dissemination Services - Dissemination Services	1	Ea	700.00	700.00
District Management Services - District Management	1	Ea	2,500.00	2,500.00
Field Management - Field Management	1	Ea	1,200.00	1,200.00
Website Maintenance - Website Maintenance / Admin	1	Ea	125.00	125.00
Subtotal				5,275.00

Subtotal	\$5,275.00
Tax	\$0.00
Total Due	\$5,275.00

Remit To : Inframark LLC, PO BOX 733778, Dallas, Texas, 75373-3778

Please include CUSTOMER ID and the invoice number on the check stub of your payment.

Phone: 813-397-5122 | Fax: 813-873-7070



15

Invoice Number	1898188
Invoice Date	March 9, 2022
Purchase Order	215616605
Customer Number	170224
Project Number	215616605

Bill To

Park East CDD
 Alex Wolfe
 c/o Meritus Districts
 2005 Pan Am Circle Suite 300
 Tampa FL 33607
 United States

Handwritten:
 VLI
 3/10/22
 6/1/2022

Please Remit To

Stantec Consulting Services Inc. (SCSI)
 13980 Collections Center Drive
 Chicago IL 60693
 United States

Project	Park East CDD - District Engineering Services		
	Project Manager	Stewart, Tonja L	For Period Ending February 25, 2022
	Current Invoice Total (USD)	216.00	

Process requisitions

Top Task	2022	2022 FY General Consulting
-----------------	-------------	-----------------------------------

Professional Services

Category/Employee	Current Hours	Rate	Current Amount
Nurse, Vanessa M	1.50	144.00	216.00
Subtotal Professional Services	1.50		216.00

Top Task Subtotal	2022 FY General Consulting	216.00
-------------------	----------------------------	--------

Total Fees & Disbursements	216.00
INVOICE TOTAL (USD)	216.00

Due upon receipt or in accordance with terms of the contract

Please contact Summer Fillinger if you have any questions concerning this invoice.

 Phone: (239) 985 - 5515 E-mail: Summer.Fillinger@Stantec.com
**** PLEASE SEND AN INVOICE # WITH PAYMENT ****

Thank you.

Straley Robin Vericker

1510 W. Cleveland Street

Tampa, FL 33606

Telephone (813) 223-9400 * Facsimile (813) 223-5043

Federal Tax Id. - 20-1778458

Park East Community Development District
c/o Meritus
2005 Pan Am Circle, Ste 300
33607, FL

February 24, 2022

Client: 001544

Matter: 000001

Invoice #: 21098

Page: 1

RE: General

For Professional Services Rendered Through February 15, 2022

DISBURSEMENTS

Date	Description of Disbursements	Amount
10/27/2021	CASH- Clerk of Court- Certificate of No Appeal - #1544-1	<u>\$7.00</u>
	Total Disbursements	\$7.00
	Total Services	\$0.00
	Total Disbursements	\$7.00
	Total Current Charges	\$7.00
	PAY THIS AMOUNT	\$7.00

RY
3/07
5/14/22

Please Include Invoice Number on all Correspondence

Park East Community Development District

Financial Statements
(Unaudited)

Period Ending
April 30, 2022



Inframark LLC
2005 Pan Am Circle ~ Suite 300 ~ Tampa, Florida 33607
Phone (813) 873-7300 ~ Fax (813) 873-7070

Park East CDD
Balance Sheet
As of 4/30/2022
(In Whole Numbers)

	General Fund	General Fixed Assets	General Long-Term Debt	Total
Assets				
Cash-Operating Account	4,339	0	0	4,339
Revenue Series 2021 #2000	0	0	0	2
Interest Series 2021 #2001	0	0	0	177,007
Reserve Series 2021 #2003	0	0	0	360,930
Acq & Const Series 2021 Amenity #2005	0	0	0	750,017
Acq & Const Series 2021 #2006	0	0	0	9,413,775
Costs of Issuance Series 2021 #2007	0	0	0	0
Construction Work in Progress	0	2,412,464	0	2,412,464
Amount To Be Provided-Debt Service	0	0	13,070,000	13,070,000
Total Assets	<u>4,339</u>	<u>2,412,464</u>	<u>13,070,000</u>	<u>26,188,533</u>
Liabilities				
Accounts Payable	11,850	0	0	11,850
Revenue Bonds Payable Series 2021	0	0	13,070,000	13,070,000
Total Liabilities	<u>11,850</u>	<u>0</u>	<u>13,070,000</u>	<u>13,081,850</u>
Fund Equity & Other Credits				
Investment in General Fixed Assets	0	2,412,464	0	2,412,464
Other	(7,510)	0	0	10,694,220
Total Fund Equity & Other Credits	<u>(7,510)</u>	<u>2,412,464</u>	<u>0</u>	<u>13,106,684</u>
Total Liabilities & Fund Equity	<u>4,339</u>	<u>2,412,464</u>	<u>13,070,000</u>	<u>26,188,533</u>

Park East CDD
Statement of Revenues, Expenditures & Changes in Fund Balance
001 - General Fund
From 10/1/2021 Through 4/30/2022
(In Whole Numbers)

	Total Budget \$ - Original	Current Period Actual	YTD Budget Variance - Original	Percent Total Budget Remaining - Original
Revenues				
Special Assessments - Service Charges				
Operations & Maintenance Assmts-Tax Roll	183,155	0	(183,155)	(100)%
Interest Earnings				
Interest Earnings	0	0	0	0 %
Contributions & Donations From Private Sources				
Developer Contributions	0	63,574	63,574	0 %
Total Revenues	<u>183,155</u>	<u>63,574</u>	<u>(119,581)</u>	<u>(65)%</u>
Expenditures				
Legislative				
Supervisor Fees	4,000	4,400	(400)	(10)%
Financial & Administrative				
District Manager	30,000	40,800	(10,800)	(36)%
District Engineer	5,000	454	4,546	91 %
Disclosure Report	8,400	2,100	6,300	75 %
Trustee Fees	8,000	0	8,000	100 %
Accounting Services	9,000	9,000	0	0 %
Auditing Services	6,000	0	6,000	100 %
Postage, Phone, Faxes, Copies	100	0	100	100 %
Public Officials Insurance	2,500	0	2,500	100 %
Legal Advertising	2,500	12,913	(10,413)	(417)%
Bank Fees	150	138	12	8 %
Dues, Licenses, & Fees	175	175	0	0 %
Miscellaneous Fees	130	0	130	100 %
Office Supplies	0	105	(105)	0 %
Email Hosting Vendor	600	125	475	79 %
Website Maintenance	1,500	(12,350)	13,850	923 %
ADA Website Compliance	1,900	5,800	(3,900)	(205)%
Legal Counsel				
District Counsel	3,500	7,425	(3,925)	(112)%
Electric Utility Services				
Electric Utility Services-All Others	36,500	0	36,500	100 %
Water-Sewer Combination Services				
Water Utility Services	500	0	500	100 %
Other Physical Environment				
Garbage Collection	1,000	0	1,000	100 %
Property & Casualty Insurance	6,000	0	6,000	100 %
Waterway Management Contract	10,000	0	10,000	100 %
Landscape Maintenance-Contract	32,000	0	32,000	100 %
Landscape Maintenance-Other	2,400	0	2,400	100 %
Waterway Improvements & Repair	1,000	0	1,000	100 %
Plant Replacement Program	750	0	750	100 %
Irrigation Maintenance	1,000	0	1,000	100 %
Pool Maintenance-Contract	4,000	0	4,000	100 %
Pool Maintenance-Other	400	0	400	100 %
Amenity Center Cleaning & Supplies	2,000	0	2,000	100 %

Park East CDD
Statement of Revenues, Expenditures & Changes in Fund Balance
001 - General Fund
From 10/1/2021 Through 4/30/2022
(In Whole Numbers)

	Total Budget \$ - Original	Current Period Actual	YTD Budget Variance - Original	Percent Total Budget Remaining - Original
Amenity Center Pest Control	400	0	400	100 %
Amenity Center Maintenance & Repair	1,750	0	1,750	100 %
Total Expenditures	<u>183,155</u>	<u>71,085</u>	<u>112,070</u>	<u>61 %</u>
Excess of Revenues Over (Under) Expenditures	0	(7,510)	(7,510)	0 %
Excess of Revenue/Other Sources Over Expenditures/Other Uses	0	(7,510)	(7,510)	0 %
Fund Balance, End of Period	<u><u>0</u></u>	<u><u>(7,510)</u></u>	<u><u>(7,510)</u></u>	<u><u>0 %</u></u>

Park East CDD
Statement of Revenues, Expenditures & Changes in Fund Balance
200 - Debt Service Series 2021
From 10/1/2021 Through 4/30/2022
(In Whole Numbers)

	Total Budget \$ - Original	Current Period Actual	YTD Budget Variance - Original	Percent Total Budget Remaining - Original
Revenues				
Special Assessments - Capital Improvements				
Debt Service Assmts-Off Roll	0	177,001	177,001	0 %
Interest Earnings				
Interest Earnings	0	8	8	0 %
Total Revenues	<u>0</u>	<u>177,009</u>	<u>177,009</u>	<u>0 %</u>
Excess of Revenues Over (Under) Expenditures	<u>0</u>	<u>177,009</u>	<u>177,009</u>	<u>0 %</u>
Other Financing Sources (Uses)				
Debt Proceeds				
Bond Proceeds	0	360,930	360,930	0 %
Total Other Financing Sources (Uses)	<u>0</u>	<u>360,930</u>	<u>360,930</u>	<u>0 %</u>
Excess of Revenue/Other Sources Over Expenditures/Other Uses	<u>0</u>	<u>537,939</u>	<u>537,939</u>	<u>0 %</u>
Fund Balance, End of Period	<u><u>0</u></u>	<u><u>537,939</u></u>	<u><u>537,939</u></u>	<u><u>0 %</u></u>

Park East CDD
Statement of Revenues, Expenditures & Changes in Fund Balance
300 - Capital Projects Series 2021
From 10/1/2021 Through 4/30/2022
(In Whole Numbers)

	Total Budget \$ - Original	Current Period Actual	YTD Budget Variance - Original	Percent Total Budget Remaining - Original
Revenues				
Interest Earnings				
Interest Earnings	0	258	258	0 %
Total Revenues	<u>0</u>	<u>258</u>	<u>258</u>	<u>0 %</u>
Expenditures				
Financial & Administrative				
Original Issue Discount	0	(316,802)	316,802	0 %
Underwriters Discount	0	261,400	(261,400)	0 %
Other Physical Environment				
Improvements Other Than Buildings	0	2,412,464	(2,412,464)	0 %
Total Expenditures	<u>0</u>	<u>2,357,061</u>	<u>(2,357,061)</u>	<u>0 %</u>
Excess of Revenues Over (Under) Expenditures	<u>0</u>	<u>(2,356,804)</u>	<u>(2,356,804)</u>	<u>0 %</u>
Other Financing Sources (Uses)				
Debt Proceeds				
Bond Proceeds	0	12,520,595	12,520,595	0 %
Total Other Financing Sources (Uses)	<u>0</u>	<u>12,520,595</u>	<u>12,520,595</u>	<u>0 %</u>
Excess of Revenue/Other Sources Over Expenditures/Other Uses	<u>0</u>	<u>10,163,791</u>	<u>10,163,791</u>	<u>0 %</u>
Fund Balance, End of Period	<u><u>0</u></u>	<u><u>10,163,791</u></u>	<u><u>10,163,791</u></u>	<u><u>0 %</u></u>

Park East CDD
Statement of Revenues, Expenditures & Changes in Fund Balance
900 - General Fixed Assets
From 10/1/2021 Through 4/30/2022
(In Whole Numbers)

	Total Budget \$ - Original	Current Period Actual	YTD Budget Variance - Original	Percent Total Budget Remaining - Original
Fund Balance, Beginning of Period	0	2,412,464	2,412,464	0 %
Fund Balance, End of Period	<u>0</u>	<u>2,412,464</u>	<u>0</u>	<u>0 %</u>

Park East CDD
Reconcile Cash Accounts

Summary

Cash Account: 10101 Cash-Operating Account
Reconciliation ID: 4.30.2022
Reconciliation Date: 4/30/2022
Status: Locked

Bank Balance	37,988.35
Less Outstanding Checks/Vouchers	33,649.00
Plus Deposits in Transit	0.00
Plus or Minus Other Cash Items	0.00
Plus or Minus Suspense Items	<u>0.00</u>
Reconciled Bank Balance	4,339.35
Balance Per Books	<u>4,339.35</u>
Unreconciled Difference	<u><u>0.00</u></u>

Click the Next Page toolbar button to view details.

Park East CDD
Reconcile Cash Accounts

Detail

Cash Account: 10101 Cash-Operating Account
Reconciliation ID: 4.30.2022
Reconciliation Date: 4/30/2022
Status: Locked

Outstanding Checks/Vouchers

<u>Document Number</u>	<u>Document Date</u>	<u>Document Description</u>	<u>Document Amount</u>	<u>Payee</u>
1012	4/14/2022	System Generated Check/Voucher	1,000.00	Ryan Motko
1015	4/15/2022	System Generated Check/Voucher	31,649.00	Meritus Districts
1016	4/28/2022	System Generated Check/Voucher	1,000.00	Alberto Viera
Outstanding Checks/Vouchers			<u>33,649.00</u>	

**Park East CDD
Reconcile Cash Accounts**

Detail

Cash Account: 10101 Cash-Operating Account

Reconciliation ID: 4.30.2022

Reconciliation Date: 4/30/2022

Status: Locked

Cleared Checks/Vouchers

<u>Document Number</u>	<u>Document Date</u>	<u>Document Description</u>	<u>Document Amount</u>	<u>Payee</u>
1007	4/14/2022	System Generated Check/Voucher	2,900.00	ADA Site Compliance
1008	4/14/2022	System Generated Check/Voucher	1,000.00	Alberto Viera
1008	4/14/2022	System Generated Check/Voucher	(1,000.00)	Alberto Viera
1009	4/14/2022	System Generated Check/Voucher	400.00	Jeffery S. Hills
1010	4/14/2022	System Generated Check/Voucher	28,474.00	Meritus Districts
1010	4/14/2022	System Generated Check/Voucher	(28,474.00)	Meritus Districts
1011	4/14/2022	System Generated Check/Voucher	1,000.00	Nicholas J. Dister
1013	4/14/2022	System Generated Check/Voucher	1,000.00	Steven K. Luce
1013	4/14/2022	System Generated Check/Voucher	(1,000.00)	Steven K. Luce
1014	4/14/2022	System Generated Check/Voucher	6,731.90	Straley Robin Vericker
CD009	4/21/2022	Bank Fees Thru 4.21.2022	<u>123.00</u>	
Cleared Checks/Vouchers			<u><u>11,154.90</u></u>	

Park East CDD
Reconcile Cash Accounts

Detail

Cash Account: 10101 Cash-Operating Account
Reconciliation ID: 4.30.2022
Reconciliation Date: 4/30/2022
Status: Locked

Cleared Deposits

<u>Document Number</u>	<u>Document Date</u>	<u>Document Description</u>	<u>Document Amount</u>	<u>Deposit Number</u>
009	3/24/2022	Developer Funding - 03.24.22	48,573.90	
CR020	4/29/2022	Interest Payment - April	<u>0.24</u>	
Cleared Deposits			<u>48,574.14</u>	