

**PARKWAY CENTER  
COMMUNITY DEVELOPMENT DISTRICT  
BOARD OF SUPERVISORS  
CONTINUED REGULAR MEETING  
OCTOBER 6, 2021**

**PARKWAY CENTER  
COMMUNITY DEVELOPMENT DISTRICT  
AGENDA**

**Wednesday, OCTOBER 6, 2021**

**6:30 p.m.**

The Rivercrest Clubhouse,

Located at 11560 Ramble Creek Drive, Riverview, FL 33569

<b>District Board of Supervisors</b>	Chairman Vice Chairman Supervisor Supervisor Supervisor	Koko Miller JoAnn Ward Tanya O'Conner Linda Bell Charlotte Hazlewood
<b>District Manager</b>	Meritus	Brian Howell
<b>District Attorney</b>	Burr Forman	Scott Steady
<b>District Engineer</b>	Stantec, Inc.	Tonja Stewart

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

The continued regular meeting will begin at **6:30 p.m.** with the third section is called **Vendor/Staff Reports**. This section allows the District Engineer, and Attorney to update the Board of Supervisors on any pending issues that are being researched for Board action and vendors presentation of information from any potential or current contractor of the district. The fourth section is called **Business Items**. The business items section contains items for approval by the District Board of Supervisors that may require discussion, motion and votes on an item-by-item basis. Fifth section called **Consent Agenda**. The Consent Agenda section contains items that require the review and approval of the District Board of Supervisors as a normal course of business. The sixth section called **Management Reports** allows the District Administrator to update the Board of Supervisors on any pending issues that are being researched for Board action and vendors presentation of information from any potential or current contractor of the district. If any member of the audience would like to speak on one of the business items, they will need to register with the District Administrator prior to the presentation of that agenda item. Occasionally, certain items for decision within this section are required by Florida Statute to be held as a Public Hearing. During the Public Hearing portion of the agenda item, each member of the public will be permitted to provide one comment on the issue, prior to the Board of Supervisors' discussion, motion and vote. Agendas can be reviewed by contacting the Manager's office at (813) 873-7300 at least seven days in advance of the scheduled meeting. Requests to place items on the agenda must be submitted in writing with an explanation to the District Manager at least fourteen (14) days prior to the date of the meeting. The seventh section is called **Supervisor Requests**. This is the section in which the Supervisors may request Staff to prepare certain items in an effort to meet the district's needs. The final section is called **Audience Questions, Comments and Discussion Forum**. This portion of the agenda is where individuals may comment on matters that concern the district. The Board of Supervisors or Staff is not obligated to provide a response until sufficient time for research or action is warranted. IF THE COMMENT CONCERNS A MAINTENANCE RELATED ITEM, THE ITEM WILL NEED TO BE ADDRESSED BY THE DISTRICT ADMINSTRATOR OUTSIDE THE CONTEXT OF THIS MEETING.

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.

**Parkway Center Community Development District**

Dear Board Members:

The Continued Regular Meeting of the Board of Supervisors of the Parkway Center Community Development District will be held on **Wednesday, October 6, 2021 at 6:30 p.m.** at the Rivercrest Clubhouse, located at 11560 Ramble Creek Drive, Riverview, FL 33569. **Please let us know 24 hours before the meeting if you wish to call in for the meeting.** Following is the agenda for the meeting:

**Call In Number: 1-866-906-9330**

**Access Code: 9074748#**

- 1. CALL TO ORDER/ROLL CALL**
- 2. PUBLIC COMMENT ON AGENDA ITEMS**
- 3. VENDOR/STAFF REPORTS**
  - A. District Counsel
  - B. District Engineer
- 4. BUSINESS ITEMS**
  - A. Discussion on Amenity Center Project..... Tab 01
  - B. Discussion on RFP for Landscaping Services ..... Tab 02
    - i. LMP Landscape Maintenance Professionals, INC*
    - ii. Russel Landscape*
    - iii. Yellowstone Landscape*
- 5. CONSENT AGENDA**
  - A. Consideration of Board of Supervisors Public Hearing & Regular Meeting August 25, 2021..... Tab 03
  - B. Consideration of Board of Supervisors Regular Meeting September 29, 2021..... Tab 04
  - C. Consideration of Operations and Maintenance Expenditures August 2021 ..... Tab 05
  - D. Review of Financial Statements Month Ending August 31, 2021..... Tab 06
- 6. MANAGEMENT REPORTS**
  - A. District Manager ..... Tab 07
    - i. Community Inspection Report*
- 7. SUPERVISOR REQUESTS**
- 8. AUDIENCE QUESTION, COMMENTS AND DISCUSSION FORUM**
- 9. 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 Howell  
District Manager

# PARKWAY CENTER COMMUNITY DEVELOPMENT DISTRICT

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District Office ♦ 2005 Pan Am Circle ♦ Suite 300 ♦ Tampa, Florida 33607 ♦ (813) 873-7300 ♦ Fax (813) 873-7070

To: Board of Supervisors

From: Brian Howell

Date: 9/29/2021

RE: Memo

**Construction:**

- I sent out an update on 9/27. I will continue to update the board as we close out our inspections. Recap of email is enclosed below.
  - The furniture has been ordered and will be stored in the amenity until we get our CO.
  - They gym equipment is being stored by the vendor until we get our CO.
- I have great news. I spoke to our GC and Trevor believes we will have our CO within the next 10-14 days. If you go by the amenity, they have the pool furniture out and they will be working on a final clean. Here is a timeline.

October 1 at 1:30 there will be an initial walk through and a punch list generated. I know most of you work but if you want to attend you are welcome. The initial list will be made. If you cannot attend the lockbox code is 1479. Please feel free to look yourself and send me any concerns by Monday the 4<sup>th</sup>.

October 11-time to be determined-this will be our final walk through.

Reminder: we cannot set up the exercise equipment or clubhouse furniture until we get our CO.

A couple of notes:

- Remember the amenity landscape is not Trevor. We are doing that separately with Celia.
- I let Trevor know not to slow our CO down over the punch list. He can work on the list if we are open.
- Landscape Bid- we had 3 bidders respond. LMP, Yellowstone and Russell landscape. We will open the bids on Thursday and then Gene and I will send out a spreadsheet prior to our meeting on the 6<sup>th</sup>. I thought we may get a few more bidders but I think the labor shortage is holding folks back from taking on more work.

**Other District Business:**

Counsel will update the board on the status of the TM agreement and warranty agreement with Trevor.

The cdd will take over maintenance of any new common areas and the pond in the Sanctuary section as of 10/4. TM is replacing a couple of dead trees. A walk through was conducted with the landscape provider for TM and Gene.

Please see staff reports regarding landscape, ponds etc.

Stay safe out there and see you soon.

Brian Howell  
District Manager



## PARKWAY CENTER LANDSCAPE MAINTENANCE PROPOSALS

	LMP	YELLOWSTONE	RUSSELL
BASE	\$174,000	\$221,403	\$284,610
MULCH	\$31,850	\$25,000	\$30,974
ANNUALS	\$2,800	\$6,720	\$37,200
<b>TOTAL</b>	<b>\$208,650</b>	<b>\$253,123</b>	<b>\$352,784</b>
ADDITIONAL AREAS			
MAINTENANCE	\$31,980	\$27,000	\$29,820
MULCH	\$2,009		\$1,056
ANNUALS	0		\$2,100
<b>TOTAL</b>	<b>\$33,989</b>	<b>\$27,000</b>	<b>\$32,976</b>
<b>BASE + ADDITIONAL AREAS</b>	<b>\$242,639</b>	<b>\$280,123</b>	<b>\$385,760</b>

# **LMP** Landscape Maintenance Professionals, Inc.<sup>SM</sup>

**Built on Integrity. Grown on Relationships.**

Parkway Center CDD  
c/o Meritus  
2005 Pan Am Circle Suite 300  
Tampa, Florida 33607  
Attention: Gene Roberts



## **Tampa**

13050 E US Highway 92  
Dover, Florida 33527  
(813) 757-6500



## **Wesley Chapel**

26324 Wesley Chapel Blvd.  
Lutz, FL 33559  
(813) 406-4465



## **Sarasota**

1306 Rome Avenue  
Sarasota, FL 34242  
(941) 556-9404

**ORIGINAL**



## PARKWAY CENTER CDD LANDSCAPE MAINTENANCE PROPOSAL

Proposal Cost / Service – Summary  
**SEPTEMBER 29, 2021**

*Exterior Landscape Maintenance Proposal Price* includes all labor, material and equipment needed to satisfy all **Basic Maintenance Services** as per specifications provided by Meritus

### PARKWAY CENTER CDD LANDSCAPE MAINTENANCE RFP

#### CDD PRICING

<b>Base Services - Total Price</b>	<b>\$174,720.00 per year</b> <b>\$14,560.00 per month</b>
<b>Additional Services</b>	
<b>Mulch---650 Cubic Yards (\$49.00 per cy)</b>	<b>\$31,850.00 per event</b>
<b>Annuals-350 \$700.00 per rotation (4 rotations)</b>	<b>\$2,800.00 per year</b>

#### BREAKOUT PRICING ADDITIONAL AREAS

##### S. 78<sup>TH</sup> ST PRICING

<b>Base Services - Total Price</b>	<b>\$19,980.00 per year</b> <b>\$1,665.00 per month</b>
<b>Additional Services</b>	
<b>Mulch---18 Cubic Yards (\$49.00 per cy)</b>	<b>\$882.00 per event</b>

##### PARCEL 7 PRICING

<b>Base Services - Total Price</b>	<b>\$4,800.00 per year</b> <b>\$400.00 per month</b>
<b>Additional Services</b>	
<b>Mulch---10 Cubic Yards (\$49.00 per cy)</b>	<b>\$490.00 per event</b>

##### PARCEL 9 PRICING

<b>Base Services - Total Price</b>	<b>\$7,200.00 per year</b> <b>\$600.00 per month</b>
<b>Additional Services</b>	
<b>Mulch---13 Cubic Yards (\$49.00 per cy)</b>	<b>\$637.00 per event</b>

Parkway Center Community Development District  
District Board of Supervisors  
c/o Meritus Corp.  
2005 Pan Am Circle, Suite 300  
Tampa, Florida 33607  
(813) 873-7300

September 29, 2021

Dear Supervisors,

On behalf of all of us at Landscape Maintenance Professionals, Inc. (LMP) I want to thank you for allowing us to be trusted with the maintenance of the District's largest uninsured asset over the last eight (8) plus years and for the opportunity to continue that relationship into the future.

We recognize that anytime there is a partnership there is going to be peaks and valleys, but our goal is to always trend on the high side of any wave. To say that we've had our challenges this year would be a understatement. We recognize that there is a level of frustration with the Board of Supervisors that prompted the decision to go out bid and consider alternatives as a potential solution to the frustrations you have experienced. The frustrations are both warranted and shared.

Our philosophy of do what it takes, no matter what and make things happen has been tested beyond our limits this year. There has been a big paradigm shift in many economic sectors that greatly impact the ability to conduct business 'as usual'. Shifts in the labor market (supply), Supply-chain issues (stock, delivery timelines, parts supply), Covid protocols, and the like have impacted everyone, all industries, nationwide. We don't use this as an excuse but as recognition of a new reality that all of us are working with and through. Business as usual had become business as unusual this year.

As we've navigated our way through these unprecedented times, we've constantly been adjusting improve the level of service within limitations on labor and materials. While we've had to adjust on the fly this year, we've had to think outside the box on how to recruit the best talent possible, source different equipment manufacturers and part suppliers. During this transition, we have been forced to become more reactionary as opposed to being proactive which is what we've always tried to pride ourselves on. We are confident that we are on the backside of these major shifts as we've had to implement many programs to attract new staff and keep the dedicated staff that we have had already in place and go to many alternative manufacturers and suppliers.

We are in the relationship business and while we certainly aren't proud of our admitted struggles this season, we own them and haven't run from them, but rather it's been an opportunity for us to become better prepared for the future.

We are hopeful that we can continue our relationship for many years to come and that you value the partnership as well and will give us the opportunity to prove to you that we will come out of this better and hopefully together.

Sincerely,



Garth Binard, Branch Manager  
Team LMP

Thank you!

We would like to thank you for the opportunity to submit the following proposal for review. Our approach is one of partnership and stewardship; we want you to earn your trust and work together to exceed your needs, goals, and desires, improving on its appearance, longevity, and preserving your investment.

We care about understanding all of your primary concerns and areas of challenge, which helps us establish our rotational service and how we will divide the property into areas for service.

1. Providing detail services rotationally each week.
2. Scheduling all annual services prior to due date.
3. Actively scouting for opportunities to improve the landscape.
4. Manage your landscapes water consumption by property oversight and proposing long term improvements.

Communication is key. We provide a proprietary customer service experience with a hands on Account Manager. We offer weekly, monthly, and quarterly reports on the status of services and the work quality. This process is done in partnership with you to document our progress along with pictures of what we have discussed.

LMP will provide project management, offering maintenance strategies, and oversight on the execution of services that provide the results expected. Our approach is one of landscape management, not just maintenance. We are a partner that can manage the many aspects of landscape maintenance and bring you the information you need to communicate to your stakeholders efficiently.

We understand the challenges you face in managing expectations and we look forward to the opportunity to serve as your landscape partner. Your property's appearance — and your brand — is safe with us.

Sincerely,

The **LMP** Team

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## Section I – About Us

### Landscape Maintenance Professionals, Inc. – Our History & Legacy

” *Our history is about our accomplishments; our legacy is about our impact.*

LMP was created for the simple purpose of providing landscape maintenance services that reflect its passion, and over the decades, that passion has grown, driving the company's culture. Orlando Castillo, LMP's founder, and President began the company with a simple motto, "do what you say you're going to do when you say you're going to do it." He learned this from his father, who instilled in him an entrepreneurial spirit and the importance of honoring commitments and maintaining integrity even when things get difficult. When Orlando began the company in 1991, he had less than five trucks in his fleet but a burning passion for elevating landscaping to a profession. Since then, he has successfully grown the business in revenues and reverence by building solid teams with solid leadership.

We believe ourselves to be fully accountable for all aspects of protecting your largest uninsured asset, the landscape. Our successful partnerships are built upon accountability and respect, and the continuous flow of relevant information. We consistently demonstrate our commitment to communication through our Account Managers' collaborative relationship with the client.

” *Our reputation for acting with the highest values and principles is our legacy and the strong foundation for our future.*

Landscape Maintenance Professionals, Inc.<sup>SM</sup> (LMP<sup>SM</sup>) is a privately held, single-owner organization that has grown organically by providing premier landscape services for three decades. LMP's approach to landscape maintenance and business is to focus on the details. This attention to detail extends beyond the physical appearance of a property to the foundation of the successful relationships we build. We notice the little things that can enhance the overall appearance of a property, and we train all our employees on this practice.

### Our Mission

Our mission is to exceed our clients' expectations by providing exceptional landscape services at competitive prices, demonstrating that we are fully accountable for our work, and cultivating long-term, trouble-free relationships with our customers.

### What We Believe

The world is continually changing, and so is our business. But one thing that will never change is our commitment to maintaining the highest ethical standards. Our team's decades of combined experience in all facets of the industry, coupled with an unwavering commitment to quality, has led to the establishment of a loyal clientele we are privileged to serve.

Our reputation is one of our greatest assets. Each of us has a responsibility to protect it every day.

When faced with challenges, how we respond defines us. Our decisions, and ultimately our actions, tell our community who we are at LMP.

We hope to continue our **LEGACY of EXCELLENCE** with you.

## Core Values

We believe that our core values and company culture define us at Landscape Maintenance Professionals and set us apart from our competition!

**” Our values define who we are and will remain at the forefront of everything we do.**

### Integrity

It's something we live every day when we hold ourselves accountable and deliver results. It is a constant. Those with whom we work and live can rely on us. We align our actions with our words and deliver what we promise. We build and strengthen our reputation through trust.

### Excellence

We are dedicated to quality with an acute focus on our customers.

We are determined to serve our customers through innovation, continuous improvement, an intense focus on customer needs, and a dedication to meet those needs and deliver value through our products, services, and solutions to help them succeed.

**” For us, excellence is not only a value; it is a discipline and a means for making the world a better place.**

### Teamwork

We are a team, sharing our unique talents to help those we engage whether at work, home, or in the community. We are one encouraging and supportive team, leading by example and influence, encouraging and supportive to inspire all to maximize their potential.

- We hold ourselves accountable as team members and the responsibility we each have to achieve our collective goals.
- We know that we can produce better results as a team than any of us can achieve alone.
- We recognize and celebrate milestones reminding each other that their best work is recognized and appreciated.

### Commitment

- We embrace our responsibilities.
- We understand and focus on the needs of our customers.
- We are committed to the safety of our teams, our customers, and the environment.
- We are each personally accountable for meeting both individual and shared goals.
- We are committed to providing sustainable solutions that best serve our planet and its people.





## LMP Services

We are your full-service landscape management partner that is built on integrity and has grown on relationships. The drive to go above and beyond; a collaborative culture that works with you to exceed your project goals; and the capability to leverage innovation to meet emerging trends and keep you at the forefront is LMP.

### Construction & Installation

LMP has installed and renovated commercial landscapes throughout Florida for over 30 years. We honor specifications set while using the highest quality material available. Our certified irrigation technicians and crews are capable of installation and repair of multiple types of irrigation systems.



### Landscape Maintenance

Our teams are trained in comprehensive landscape maintenance protocols, from policing a property to remove all debris and hazards. We understand the desire to increase property values, achieve high tenancy and occupancy rates, and drive traffic through visual appeal. We partner with each client to define a custom plan and full scope of services for their unique property goals.



## Integrated Pest Management

LMP's Certified Pest Control Operators ensure each property is provided the opportunity to participate in prevention programs designed to mitigate unforeseen expenses to the landscaping budget.



### Monitor and Identify Pests

Our IPM program monitors pests and identifies them accurately to make appropriate control decisions with action thresholds. This monitoring and identification remove the possibility that pesticides will be used when they are not needed or that the wrong pesticide will be used.

### Horticultural Controls

Horticultural practices such as pruning, mulching, planting pest-resistant trees and shrubs, composting decayed plant material, and using it to improve soil quality also help control pest populations safely and effectively while protecting the environment from chemical overuse.

### Chemical Controls

With IPM, the least toxic pesticides are used only when a pest is actively causing severe damage. There is no spraying on a calendar basis.

### Pest Prevention

Pest prevention is a fundamental IPM concept. Prevention involves removing the conditions that might attract a pest or disease or provide it with the food and environment it needs to thrive. Some plants need full sun, some do better in the shade, and some grow best in specific soils. Some need a lot of fertilizer; others need very little. Nothing does well, surrounded by weeds that compete for light, fertility, and water and often harbor insects and diseases.

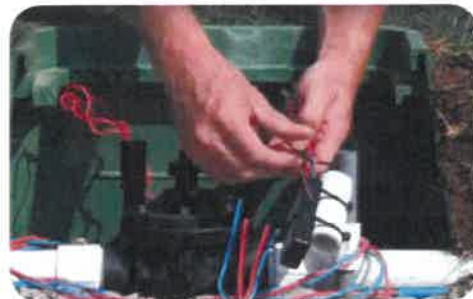


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## Irrigation Management

Our team of Certified Irrigation Technicians provides industry-leading installation, maintenance and repair services to ensure your irrigation system is performing at optimal efficiency. LMP's irrigation technicians are responsible for strict adherence to the best management practices.

Before beginning routine landscape maintenance services at a property, the irrigation teams of LMP are tasked with performing a full audit of the irrigation system, documenting deficiencies from the number of zones, faulty controllers, compromised lines, and potential improvements to hydro zoning practices. The completed audit accompanied by recommendations for improvements, repairs, or replacements is presented to the appropriate property contacts for review and implementation approval.





## Floriculture & Enhancements

Since our beginnings in 1991, our **Enhancement and Floriculture** programs have been a differentiator that has made our customers' properties stand out for future residents, prospective tenants, and passersby. Our connection with regional growers benefits our customers greatly by keeping them ahead of new varieties of seasonal colors and plants.

Our **floriculture services** include design, installation and maintenance, and insect and disease control. Our professionally trained team can provide seasonal color that adds depth, increases curb appeal, and sets your property apart, from beds to container gardening to hanging baskets.



Our **enhancement services** offer a wide range of design options for your property. We provide award winning seasonal color programs and can refresh, refurbish, or replace areas as needed to keep the high-visibility areas of your properties looking their best.

*“LMP's teams are experienced in designing and installing improvements from turf, annuals, trees, shrubs, and inorganic materials to revitalize a community or commercial property.”*

## Arbor Services

LMP's Arbor team performs services from extensive pruning in the winter and before the onset of hurricane season, cutbacks, tree removal, stump grinding, debris removal, fertilization, and tree installation, as well as relocation services.

The LMP Arbor Care team includes individuals recognized by the International Society of Arborists (ISA) as Certified Arborists and Tree Risk Assessment Specialists. These individuals have the knowledge and experience to discern if not only a tree is at risk for infestation or even death, but they can determine the best diagnostic and treatment tools needed to mitigate any significant damage before its occurrence.



## LMP Locations

LMP has three regional locations servicing the greater Tampa Bay area. Each site is structured to provide optimal support to clients by implementing a team approach to accountability. Properties are assigned an Account Manager, responsible for overseeing the property and coordinating services with the Irrigation Manager, Fertilization and Pest Control Manager, and Enhancement Manager regarding services required outside of general maintenance. The Branch Manager is informed of all aspects of the client's needs and requests regarding landscape services and oversees operations and client satisfaction, services, and personnel.

The branches servicing clients in the greater Tampa Bay area include:

### **Sarasota**

1306 Rome Avenue  
Sarasota, FL 34243

(941) 556-9404

Areas Served: Sarasota, Manatee, Hardee, DeSoto

Branch Manager: Christopher Berry

### **Tampa**

13050 E US Highway 92  
Dover, Florida 33527

(813) 757-6500

Areas Served: Hillsborough, Pinellas, Pasco, Polk

Branch Manager: Garth Rinard

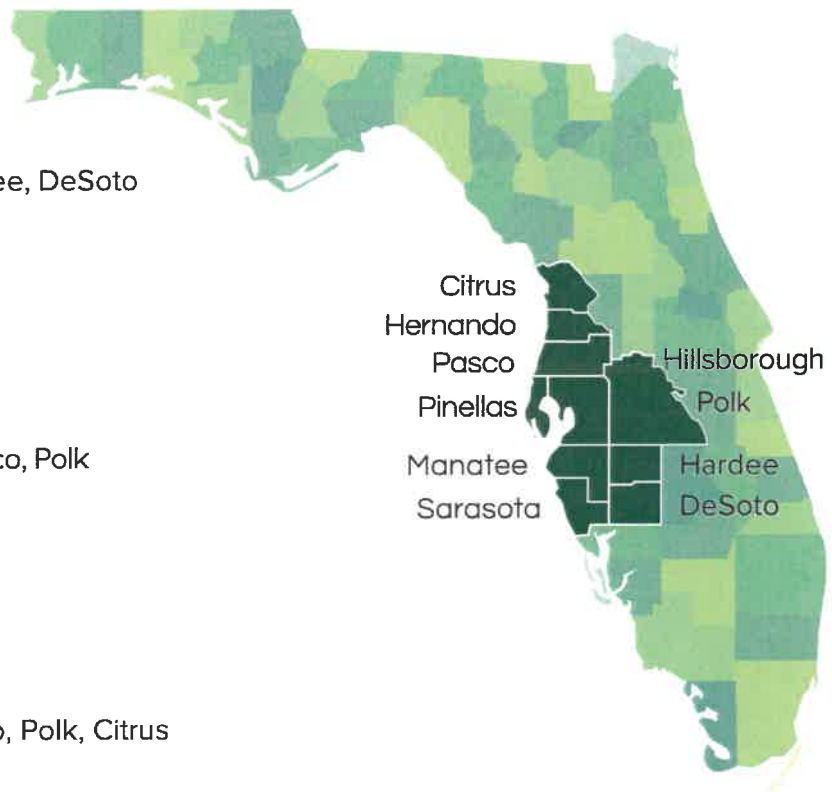
### **Wesley Chapel**

26324 Wesley Chapel Blvd.  
Lutz, FL 33559

(813) 406-4465

Areas Served: Pasco, Pinellas, Hernando, Polk, Citrus

Branch Manager: Tyree Brown



## Client Profiles



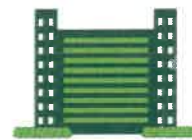
Community  
Development  
Districts



Homeowner Associations



Commercial



Condominium  
Associations



New Construction



Retail



Industrial



Government



Multifamily



## SECTION II The Partnership

Landscape Maintenance Professionals specialize in commercial landscape maintenance, serving all types of businesses in Citrus, DeSoto, Hardee, Hernando, Hillsborough, Pasco, Pinellas, Polk, Sarasota, and Manatee counties.

At LMP, our service delivery model is built to customize a unique experience for each customer we service. We have developed the best practices to meet customer needs through our expertise, experience, resources, and continual awareness.



### Receptive & Responsive Customer Service



A great customer experience starts with excellent customer service. Our approach is based on excellent communication, both before the project begins and throughout the entire process. Reliability is peace of mind, and we focus on inspiring change and addressing issues before they become concerns. Clients recognize our integrity and commitment to exceed their expectations through the beautiful landscapes we provide.



### Efficient & Couteous Teams



LMP leadership nurtures teamwork combining common sense with uncommon levels of discipline and persistence. Our legacy is in the details of our professional, punctual and efficient crew members. We work closely with clients to build a strong foundation and ongoing relationship, where we take into account your personal preferences, requirements & expectations.



### Experience & Solutions



At LMP we deliver the highest quality results when and where you need them. Our services are designed to address your commercial property needs. We utilize the best mowing and maintenance techniques with top of the line, well-maintained equipment, bringing the ultimate expert solutions to your landscape and lawn maintenance problems.



### Trust, Commitment & Satisfaction



Satisfaction is the result of expectations being met. LMP understands the consistent quality of service is key to your satisfaction. Our LMP quality control measures provide systems that set the standards for operations and outcomes, designed to ensure that every team member can meet those standards and deliver reliable results. We take pride in our work, our name, and our customer's satisfaction.



## Environmental, Health & Safety | EHS

Our culture drives continuous improvement by establishing measurable targets and goals. We utilize measurements and accountabilities to monitor and document performance towards goals, oversee improvements, and maintain the effectiveness of our environmental, health, and safety systems.

LMP's safety program is a documented process that is introduced to its employees prior to their first day in the field and continues a weekly basis with formal 'Tailgate Training Sessions' in addition to daily safety checklist processes. Preventing employees from experiencing exposure to workplace hazards is the backbone of our effective safety program.

LMP commits itself to the safety and well-being of each employee and has practices in place to ensure that its safety awareness and methods are extended to its clients, their properties, tenants and owners, and the public in general.

Bill Maxwell, Director of Safety  
MBA, Certified GI-BMP Instructor



NATIONAL  
ASSOCIATION OF  
LANDSCAPE  
PROFESSIONALS  
Safe Company  
Program

We're committed to developing systems that drive safe work practices. At LMP, each employee makes health, safety, and environmental protection integral to all daily work. Our associates are our greatest asset. We're equally committed to environmental stewardship and sustainable initiatives to reduce waste, water, and energy use.

**Compliance**  
with applicable laws,  
regulations, and standards

**EHS**  
that is integrated and drives  
continuous improvement

**Leading by example**  
to achieve excellence



**Incident Prevention**  
consistently working towards  
zero incidents of any type

**Risk Management**  
driven by accurate identificaion  
and robust mitigation

**Culture**  
of engagement and mutual support

## ➤ Drug-Free Workplace



LMP also participates in the Drug-Free Workplace Program (DFWP) and adheres to the guidelines stipulated by the state of Florida. LMP has made it a practice to prevent workplace injuries through a **NO TOLERANCE** for substance violations and abuse. Before a potential candidate is offered the opportunity to join the LMP family, they must participate in and pass a pre-employment drug test. We also perform random testing that occurs monthly, post-accident, and if reasonable suspicion.

## ➤ Resiliency



We identify and prepare for unexpected emergencies and do not become complacent to everyday risks and challenges. The LMP Business Resiliency Plan provides our clients and internal departments with a contingency and backup resource structure to ensure the continuity of critical business operations. Proactive reaction to emergency events, including but not limited to a hurricane, storm, or flood, will be in place to keep your process intact. In response to any event deemed as critical, LMP will adjust resources and work at client properties in a timely and efficient manner to reduce or eliminate impacts to your business operations.

Hurricane ➤ Named Storm ➤ Other Storm Flood ➤ Fire ➤ Tree Falls ➤ Safety Hazards



## Reports & Inspections

To achieve quality results your community requires the expertise of a professional landscape management company such as LMP. Our qualified division managers, area managers, irrigation technicians, certified crew members will give your property the quality care\your property deserves.

LMP has benchmarks in place to measure the quality of work provided to clients throughout the partnership. To ensure your property is getting the attention it requires, managers perform regular quality checks, in addition to monthly landscape walks. Areas of concern are addressed promptly and communicated to clients. Our goal is to make the customer happy, and we strive to build relationships that make things grow.



### **MQI Report | Montly Quality Inspection Report**

The MQI Report includes:

- A summary of work completed and work in progress
- Outstanding issues
- Issues resolved during the reporting period
- Outstanding potential change orders
- Current status of active projects with estimated completion date
- Project pictures as appropriate

Deficient items will be followed-up on agreed timeframes with to ensure compliance. Account Manager will ensure all questions and concerns are addressed.

### **MI Report | Monthly Irrigation Inspection & Irrigation Service Request**

Each month, an LMP irrigation technician will inspect the irrigation system for pressure variations, excessive flow rates, non-uniform distribution of water, faulty valves and wiring, or controller failures or inefficiencies. These inspections will be documented within a report to the assigned Account Manager and appropriate property contact to communicate potential stress on the landscape materials and obtain authorization to make the necessary repairs or improvements.

### **Fertilization and Pesticide Spray Sheet | Documented after any application**

As the first line of pest control, the IPM program works to prevent pests from becoming a threat. This strategy involves routine monitoring of the landscape to identify and remedy pest outbreaks early before they become widespread. When curative treatment is needed, we target only areas where pests can reduce exposure and environmental impact.

### **Truck & Equipment Checklist | Weekly**

Our service vehicles are well maintained, registered, insured, and operated only by responsible licensed personnel. We replace our mowers every three years and replace our trucks every five to 10 years. We employ full-time mechanics at each branch to perform preventive maintenance and repairs, so our equipment runs well for as long as possible. We have a regular schedule for maintaining equipment, so downtime is limited while machines are being repaired. Each quarter, we review the condition of all pieces of our fleet to continue to plan for repairs and replacements proactively.



# Onboarding

## Kickoff Meeting

LMP's initial focus is on learning the property with all project start-ups by performing a complete property-wide inspection and analysis of turf, plant material, and irrigation systems. Before the first day of start-up, LMP will perform the following:

Document the entire property through photographs and provide the customer with a CD of the conditions of the entire property at the time of LMP's take-over. It is standard practice for key members of LMP's project team to meet with the client or their designated point of contact to review the progress made by LMP at the sixth and ninth months, where we will review the photographs before take over and each additional designated point in time.

Conduct a project kickoff meeting with the client and their designated point of contact at the facilities to review the scope of work and expectations. A critical component of a successful relationship is to ensure a cohesive alignment between specifications and expectations. At this meeting we will ensure specifications are in line with expectations. In addition, LMP will review its initial operational plan, including a color-coded map, identifying service areas and the required periods to perform various services, and a map for mowing and detail work.



**Establish Vision  
& Deliverables**



**Project Planning**



**Project Goals**



**Roles &  
Responsibilities**



# Onboarding

## Setting Timelines & Expectations

As with any new initiative or project, there will be a learning curve as LMP becomes familiar with the property; however, it is our goal to have that learning curve minimized through the development of a solid operational plan. As LMP is learning the nuances of the property, we would like the client to be aware that we are inspecting systems and layouts to ensure we have accurate information to share regarding:

## Irrigation

LMP will perform a full irrigation system inspection to identify any deficiencies to the current system and a cost component for addressing the issues.

## Projected Chemical Applications

We find that until we know the actual integrity of the irrigation system, it limits our ability to apply many chemicals, including fertilizers. This is because so many chemicals need access to water following an application, or the application will damage the plant material.



Project Management



Kick-Off Meeting



Execution



Deliver





**Orlando Castillo | President & CEO****What does it mean to you to be a landscape professional?**

I worked hard in the field, educating myself in the trenches. For many years, I labored learning all aspects of exterior grounds services, from mowing, weeding, and edging to insect/disease control to irrigation. Before the advent of technology, I would carry books around in my truck to help me diagnose issues I would come across. When I could, I would attend horticulture classes at night to earn the right and privilege to call myself a professional. It is my greatest accomplishment, and I embrace it with pride and satisfaction.

**What motivates you on a Monday morning?**

I am motivated knowing that I will spend the day visiting job sites to perform quality assurance inspections. It is exciting to have the opportunity to see the products our team produces and spend time with them in the field to talk about the property and the product.

I get to share the experience and knowledge I learned over the years with these men and women, and I can learn from them when we are in the field together.



**Scott Carlson | Vice President & GM****What does it mean to you to be a landscape professional?**

Having had the opportunity to begin a career as a golf professional at a very young age, I developed a love for well-groomed landscapes. They create a sense of calm and appreciation with their color and lines, and I am proud to know that I contribute to that by being a landscape professional.

I enjoy having the opportunity to watch the men and women in the organization grow in their confidence and creativity and hear the positive feedback from our clients and the compliments we receive from members of the public for our work.

**What motivates you on a Monday morning?**

I get excited knowing that the day and the week are going to present both challenges and opportunities. Challenges are just opportunities for us to refine our processes and train our people to ensure we provide a quality product beyond what our clients are anticipating.

The opportunities are just an extension of the challenges. Over the ten years I have been with LMP, I have watched the organization grow organically as our clients refer us to their partners. I have had the privilege of watching the LMP family members grow, develop, and advance in their careers, and it continues to bring me enjoyment.



**Garth Rinard**

**Certified Pest Control Operator, GI-BMP  
Dover | Branch Manager**

**Background**

My horticultural career began as a means for an income. What started as a part-time job quickly became a residential lawn service. At the same time, I was engaged in selling residential real estate after completing a business degree at the University of Florida. Eager to learn more about the profession I had become enamored with, I joined a commercial landscape company to further my skill set. I have remained in the business for more than 33 years, acquiring operational knowledge and certifications.

**Qualifications**

I am a Certified Pest Control Operator specializing in Lawn and Ornamental pests. I am certified in the Green Industries Best Management Practices (GI-BMPs) program for lawn care and landscape maintenance.

**Customer Philosophy**

Communication is the cornerstone of any relationship; we must understand a client's vision for their landscape and assess how we can best provide the services needed to make that vision a reality. The most proactive and comprehensive way to achieve these goals is to communicate consistently, openly, and thoroughly.

**Employee Philosophy**

Employees are the first-line client of any organization; they are the physical and emotional ambassadors of what a client can expect from an organization regarding commitment, integrity, professionalism, and abilities.

My philosophy is based on the ability to communicate openly and effectively. I focus on making sure my team has high morale and job satisfaction. We make it a practice to train and mentor our employees, ingrain the culture of accountability and teamwork we adopted several years ago and encourage them to grow.

**What it Means to Me**

To be involved in the green industry is an opportunity to cultivate a healthy environment and future caregivers. In an industry that is continuously evolving, learning opportunities are tremendous. Our responsibility is to share our knowledge and passion with prospective landscapers, horticulturists, and arborists.



**Tyree Brown**

**ISA® Certified Arborist, FCHP,  
& ISA® Tree Risk Assessment Qualified  
Wesley Chapel | Branch Manager**

**Background**

My interest in horticulture and arboriculture began when I was younger. I was exposed to landscaping by my father, who taught me how to mow the grass and work with trees and the plant materials in the flowerbeds. Since those early experiences, I had the opportunity to build two high school baseball fields, which further propelled my interest in landscaping. I have been involved in several large street tree projects over the last several years and enjoy working with clients to put successful landscape designs together.

**Qualifications**

I became a Certified ISA Arborist in 2014 and obtained my Tree Risk Assessment Qualification in 2015. In 2013, I received the Florida Nursery, Growers and Landscape Association (FNGLA) Certified Horticulture Professional Certification. I became a Licensed Community Association Manager in 2009. I worked for a property management company, supervising, managing landscape contracts, and doing landscape inspections. I am on the Pasco County Florida Friendly Landscape Committee and have been since 2016.

**Customer Philosophy**

My philosophy is that we need to practice the art of listening and encourage and accept customer feedback. Once we have received feedback, we need to act promptly and commit ourselves to tend to our client relationships with as much passion and diligence as we care for the landscape.

**Employee Philosophy**

The employee is the company's backbone, and we must show them the same respect, professionalism, and opportunities to be heard as we do our clients. Our employees reflect our beliefs, integrity, professionalism, and commitment to communication and accountability. Individuals who feel listened to and appreciated tend to grow stronger.

**What it Means to Me**

The personal satisfaction I receive from helping a customer or an employee means a great deal to me. Being able to educate the public and our customers is very important. Helping the environment and beautifying our communities is very fulfilling.

**Christopher Berry****GI-BMP****Sarasota | Branch Manager****Background**

I have been involved in the landscaping industry for more than 15 years now, where I began in the Sarasota area as a supervisor and irrigation technician. Since that time, I have had the opportunity to learn about the physical and financial operations of the industry and have been involved in the new construction side of the business and the maintenance side.

**Qualifications**

I have a background in aviation and have spent time procuring a variety of certifications related to landscaping, including Best Management Practices (BMP), Planning and Management Services, Lake and Wetland Management, Core Pesticide Safety Training. I also have licenses related to Lawn and Ornamental Pesticide Applications and Aquatic Pesticide Applications.

**Customer Philosophy**

My philosophy is to treat each client with respect and demonstrate that we are professionals operating from a place of integrity, accountability, and experience.

**Employee Philosophy**

Demonstrate compassion, respect, and trust for each member of your team.

Foster empowerment to help employees own their work and take responsibility for their results.

**What it Means to Me**

The personal satisfaction I receive from helping a customer or an employee means a great deal to me. I find it very rewarding to act as a steward and representative of the landscape industry.

# Licensure & Certifications

Our commercial landscapers are degreed, accredited, and certified to handle all aspects from lawn maintenance to plant health diagnosis. Our landscapers receive constant training to ensure that they stay up to date with the latest guidelines, information, and procedures they will be implemented on a day-to-day basis.

## LMP State of Florida Registration & COI

ACORD		CERTIFICATE OF LIABILITY INSURANCE		DATE (MM/DD/YYYY) 10/13/2020	
THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.					
IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).					
PRODUCER Stahl & Associates Insurance Inc 91 Lake Morton Drive P O Box 3008 Lakeland FL 33802		CONTACT NAME: Debbie MacGillivray PHONE (A/C, NA, EXT): (863) 688-5495 FAX (A/C, NA): (863) 688-4344 E-MAIL: debbie.macgillivray@stahlinsurance.com			
INSURED Landscape Maintenance Professionals Inc DBA LMP P O Box 267 Seffner FL 33585-0267		INSURERS AFFORDING COVERAGE INSURER A: Westfield Insurance Company 24112 INSURER B: Travelers Property Casualty Co of America 25674 INSURER C: Bridgefield Casualty Ins Co 10335 INSURER D: INSURER E: INSURER F:			
COVERAGES		CERTIFICATE NUMBER: October 2020 Master		REVISION NUMBER:	
THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.					
FORM	TYPE OF INSURANCE	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	COMMERCIAL GENERAL LIABILITY CLAIMS MADE <input checked="" type="checkbox"/> OCCUR <input checked="" type="checkbox"/> GENERAL AGGREGATE LIMIT* APPLIES PER POLICY <input checked="" type="checkbox"/> IND. ACT <input checked="" type="checkbox"/> LOC <input checked="" type="checkbox"/> OTHER	CMM7817146	10/14/2020	10/14/2021	EACH OCCURRENCE DAMAGE TO RENTED 1,000,000 PREMISES (A & B) 500,000 MED EXP (A) ONE PERSON 5,000 PERSONAL & ADJ INJURY 1,000,000 GENERAL AGGREGATE 2,000,000 PRODUCTS (C) 2,000,000
A	AUTOMOBILE LIABILITY ANY AUTO <input checked="" type="checkbox"/> DAMAGE AUTO ONLY <input type="checkbox"/> NON-DAMAGE AUTO ONLY <input type="checkbox"/> BODILY INJURY (A) 100,000 PROPERTY DAMAGE (A) 10,000	CMM7817146	10/14/2020	10/14/2021	COMBINED SINGLE LIMIT (A & B) 1,000,000 BODILY INJURY (A) 100,000 PROPERTY DAMAGE (A) 10,000
A/B	UMBRELLA EXCESS LIMIT <input checked="" type="checkbox"/> CLAIMS MADE <input checked="" type="checkbox"/> JCO <input type="checkbox"/> RELATIONSHIP <input type="checkbox"/>	ZUP41N18437/CMM7817146	10/14/2020	10/14/2021	EACH OCCURRENCE 2,000,000 AGGREGATE 2,000,000
C	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE (P) * CHOREMBERT EXCLUDED? (Mandatory in FL) If yes, describe under DESCRIPTION OF OPERATIONS below	19849070	08/01/2020	08/01/2021	EL DISEASE - EA EMPLOYEE 1,000,000 EL DISEASE - EA EMPLOYEE 1,000,000 EL DISEASE - PRODUCT - LMT 1,000,000
A	Leased or Rented Equipment	CMM7817146	10/14/2020	10/14/2021	Limit 75,000 Deductible 2,500
DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)					
CERTIFICATE HOLDER			CANCELLATION		
FOR INFORMATION PURPOSES ONLY ***** *****			SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.  AUTHORIZED REPRESENTATIVE <i>Debbie MacGillivray</i>		

ACORD 26 (2016/03)

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# PASCO COUNTY BUSINESS TAX RECEIPT

Issued pursuant and subject to Florida Statutes and Pasco County Ordinances. Issuance does not certify compliance with zoning or other laws. This receipt must be posted conspicuously in place of business.

2021

Expires September 30th



ACCOUNT # 89302

SIC CODE 078101

**MIKE FASANO**  
**TAX COLLECTOR**  
**PASCO COUNTY FLORIDA**

TYPE OF BUSINESS  
LANDSCAPING SERVICE  
STATE LICENSE #

LANDSCAPE MAINTENANCE PROFESSIONALS INC

PO BOX 267  
SEFFNER, FL 33583-0267

OWNER/QUALIFYING AGENT  
CASTILLO ORLANDO JR. CARLSON SC

LOCATION ADDRESS  
26324 WESLEY CHAPEL BLVD  
LUTZ, FL 33559-7208

## MOBILE BUSINESS

DATE	RECEIPT	AMOUNT
09/01/2020	20-0-094506	113.75



## *State of Florida Department of State*

I certify from the records of this office that LANDSCAPE MAINTENANCE PROFESSIONALS, INC. is a corporation organized under the laws of the State of Florida, filed on December 16, 1999.

The document number of this corporation is P99000109381.

I further certify that said corporation has paid all fees due this office through December 31, 2021, that its most recent annual report/uniform business report was filed on May 20, 2021, and that its status is active.

I further certify that said corporation has not filed Articles of Dissolution.



*Given under my hand and the  
Great Seal of the State of Florida  
at Tallahassee, the Capital, this  
the Twenty-third day of June,  
2021*

*Rainald Bee*  
Secretary of State

Tracking Number: 3092383-492 CU

To authenticate this certificate, visit the following site, enter this number, and then follow the instructions displayed.

<https://services.sunbiz.org/Filing/CertificateOfStatus/CertificateAuthentication>

## Florida Agricultural Dealer

A Florida agricultural dealer license is needed by most resellers of agricultural products.



POST CERTIFICATE  
CONSPICUOUSLY

State of Florida  
Department of Agriculture and Consumer Services  
Division of Consumer Services  
2005 Apalachee Pkwy  
Tallahassee, Florida 32399-6500

Registration No: **AD1294**  
Issue Date: November 13, 2020  
Expiration Date: November 4, 2021

### License as Dealer in Agriculture Products

Section 604.15-604.30, Florida Statutes

LANDSCAPE MAINTENANCE PROFESSIONALS, INC.  
13050 E US HIGHWAY 92  
DOVER, FL 33527-4106

*Nicole Fried*

NICOLE "NIKKI" FRIED  
COMMISSIONER OF AGRICULTURE

## City of Tampa Minority Business Enterprise



*City of*  
**Tampa**  
Florida

### Minority and Small Business Development

Certification Program:  
This is to certify that in accordance with City of Tampa Ordinance 2008-89  
Landscape Maintenance Professionals, Inc. DBA LMP, Inc.

is hereby certified as a

**Minority Business Enterprise (MBE)**

In the following specialty(ies)

**Landscape and Lawn Maintenance Services; Irrigation Systems Sales/Installation**

The certification is valid from April 23, 2020 to April 23, 2022

Updates for recertification are required prior to the expiration date listed above. If at any time changes are made in the firm that are not in concert with our eligibility requirements, you agree to report those changes to us for evaluation. The City of Tampa reserves the right to terminate this certification at anytime it determines eligibility requirements are not being met.

*Gregory H. Hart*  
Gregory H. Hart, Manager  
Minority and Small Business Manager



Florida-Friendly Landscaping Certified Professionals
Alex Ortiz

LMP customizes horticultural care to your plantings and your property's requirements. Our certified horticulturalists have decades of hands-on experience. They love what they do, and they're great at it. Thanks to their knowledge and expertise we are able to provide top-quality, expert horticulture service in all areas of your landscaping, including tree and shrub planting and care; flower bed design, planting, and care; lawn care and maintenance; container planting, and more.



FNGLA Certified Horticulture Professionals
Tyree Brown
Kelly Ann Vickers
Anna McCoon

Florida Nursery, Growers, and Landscape Association (FNGLA) Florida-Friendly Landscaping Certified Professionals (FFLCP) These trained professionals have demonstrated the ability to recognize and address common landscape issues by using environmentally sustainable landscape management practices that help preserve and protect Florida's water and natural resources.



Green Industries Best Management Practices (GI-BMPs) is an educational program for people working in lawn-care and landscape maintenance. The GI-BMP program teaches environmentally safe landscaping practices that help conserve and protect Florida's ground and surface waters.



# Green Industries Best Management Practices

Green Industries Best Management Practices Certification (GI-BMP)			
Alvaro Balderrama Zarate	GV405725-1	Auner Lopez	GV397988-1
Manuel Barron Rivera	GV401468-1	Andres Lopez Juan	GV14789-1
Ismael Bello	GV401469-1	Jonathan Maceira Franco	GV91103-1
Joseph Bond	GV29832-1	David Manfrin	G29844-1
Tyree Brown	GV18611-1	Samuel Martel	GV406648-1
Nelson Calderon	GV18173-2	Paula Means	GV34217-1
Scott Carlson	GV11210-1	David Mason	GV14131-2
Angel Cartagena Ortiz	GV915833-1	Bill Maxwell	GV916046-1
Rigo Berto Cruz	GV911954-1	Angel Miron	GV397990-1
Mike Davidson	GV405387-1	Gabriel Miron Torres	GV397716-1
Luis DeJesus Torres	GV911954-1	Jimmy Molina Valdez	GV39799-1
Luis Diaz	GV911027-1	Angel Monterroso	GV401763-1
Marvin Diego Antonio	GV401762-1	Jose Montiel	GV911957-1
William Driskell, Sr.	GV19062-1	Thomas Nelson	GV12398-2
Maria Felix	GV911322-1	Carlos Picazo Gomez	GV29838-1
Stephen Fletcher	GV19329-1	Nicholas Porter	GV26918-1
David Fontanez Velazquez	GV401471-1	Ledarin Ragins	GV405390-1
Teresa Fuentes	GV912631-1	Jose Reyes Montoya	GV397993-1
Andres Gaspar Esteban	GV401614-1	Jose Rios	GV910340-1
William Gipp	GV000037-1	Victor Rubio-Balli	GV401768-1
David Gomez	GV4613-1	Walter Ruiz	GV440539-1
Paul Gomez	GV12405-1	Jose Ruiz Planas	GV397996-1
Eduardo Gomez Lopez	GV911955-1	Nicholas Sanborn	GV405393-1
Chris Holt	GV915580-1	Steve Small	GV29846-1
Rufino Jahuey	GV397714-1	Kevin Toole	GV406651-1
Leon Jennings	GV4512-1	Jose Torres Cortes	GV912633-1
Miguel Jesus Martinez	GV401765-1	Kelly Ann Vickers	GV36130-1
Felix Laporte	GV402063-1	Bonifacio Villegas	GV23038-1
Bobby Law	GV12409-1	Alvin Windham	GV911478-1
Bill Leavens	GV20498-1		

## Florida Department of Agriculture and Consumer Services (FDACS) Operator Licenses

Garth Rinard	Florida Pest Control Operator	JF159948
Garth Rinard	Florida Limited Lawn & Ornamental Management	JF159948
Mark Olson	Florida Pest Control Operator	JE153678
Mark Olson	Florida Limited Lawn & Ornamental Management	JF225134
Mark Olson	Pest & Rodent Control & Termite Control	JF225134
Robert Tabone	Florida Pest Control Operator	JF250513
Robert Tabone	Florida Limited Lawn & Ornamental Management	
Alex Figueroa	Florida Limited Lawn & Ornamental Management	JF287006

### Pesticide Applicator Licenses

JE186565	Nelson Calderon
JE272937	Juan Candido
JE116766	Michael Davidson
JE312938	Mariano Davila
JE243326	Alex Figueroa
JE272345	Andre Gaspar
JE201112	Carlos Gomez
JE272938	Orlando Jascinto
JE136722	Robert Law
JE138769	Bill Leavens
JE257877	Andres Lopez
JE243116	Auner Lopez
JE307202	Miguel Mares
JE174601	David Mason
JE287366	Paula Means
JE284078	Angel Miron
JE201115	Gabriel Miron
JE218002	Jimmy Molina
JE213097	Nick Porter
JE205518	Ledarin Ragins
JE277849	Sotero Ramos
JE283843	Jose Rios
JE257142	Sergio Rojas
JE170039	Nicholas Sanborn
JE312806	Roman Santamaria



### Limited Commercial Fertilizer Applicator Licenses

Luis Diaz	LF287564
Stephen Fletcher	LF219686
David Mason	LF279730
Carlos Picazo Gomez	LF225682
Nicholas Porter	LF217409
Jose Rios	LF284218
Robert Tabone	LF184018
Bonifacio Villegas	LF219742

## Irrigation Certifications

Landscape Maintenance Professionals is a licensed and insured certified irrigation system contractor that employs numerous certified irrigation technicians. The LMP Irrigation team is dedicated to providing with the highest quality and the highest standard of customer satisfaction. We are fully vetted and ready to provide the best solution for your commercial irrigation project.

Our goal at LMP is to provide each customer with the proper volume of sprinkler head coverage to efficiently move water around their lawn.





## Arbor Certifications

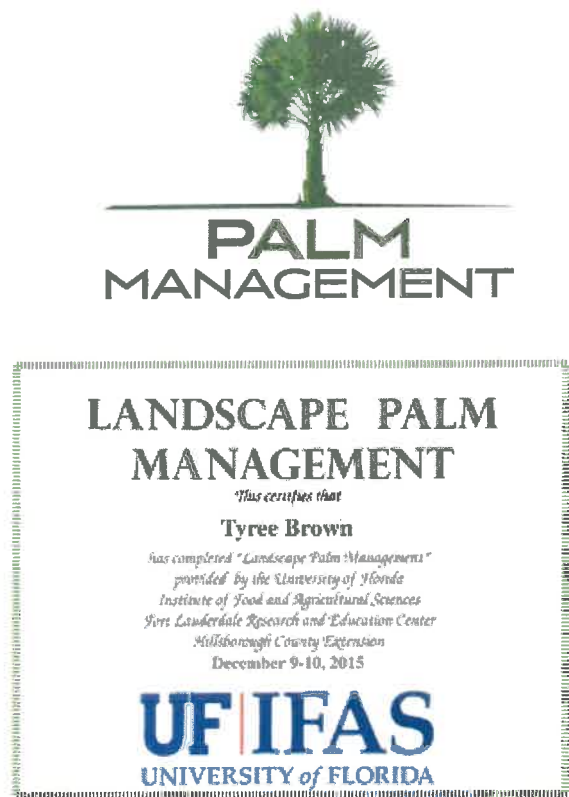
An arborist, by definition, is an individual trained in the art and science of planting, caring for, and maintaining individual trees. Arborists are knowledgeable about the needs of trees and are trained and equipped to provide proper care. Hiring an arborist is a decision that should not be taken lightly.

Proper tree care is an investment that can lead to substantial returns. Well-cared-for trees are attractive and can add considerable value to your property. Poorly maintained trees can be a significant liability. Pruning or removing trees, especially large trees, can be dangerous work. Tree work should be done only by those trained and equipped to work safely in trees.





## Arbor Certifications



## Continuing Education

LMP supports the professional development of employees. Beyond staying current, continuing education provides an opportunity to leap ahead and our expertise further. If employees are excited about their work, they typically put more effort into it, produce better results and are happier in the long run.



## Operating Permit

Original Customer: Landscape Maintenance Professionals, Inc. (NON-TRANSFERABLE)

STATE OF FLORIDA  
DEPARTMENT OF HEALTH  
Operating Permit

29-QH-941392

OSTDS - Operating - Industrial or Manufacturing

29-610-4901985

Issued To: Landscape Maintenance Professionals, Inc.  
13050 E US 92 Highway  
Dover, FL 33527

County: Hillsborough  
Amount Paid: \$150.00  
Date Paid: 09/01/2020  
Issue Date: 10/01/2020  
Permit Expires On: 09/30/2021

Mail To: Landscape Maintenance Professionals Inc. (.)  
13050 E US Highway 92  
Dover, FL 33527

Owner: Landscape Maintenance Professionals Inc. (.)

Issued By:  
Department of Health in Hillsborough County  
P O Box 5135  
Tampa, FL 33675  
(813) 307-8050

DISPLAY CERTIFICATE IN A CONSPICUOUS PLACE

## E-Verified

**E-Verified Company** Landscape Maintenance Professionals, Inc.  
Company ID # 939290

**We are proud to be an E-Verified company!**

The E-Verify program is an Internet-based system operated by the Department of Homeland Security (DHS) in partnership with the Social Security Administration (SSA). The E-Verify program currently is the best means available for employers to determine employment eligibility of new hires and the validity of their Social Security Numbers.

**E-Verify**

U.S. DEPARTMENT OF HOMELAND SECURITY

SOCIAL SECURITY ADMINISTRATION

## FDOT



Each year, pollutant levels from illicit discharges, problematic non-stormwater discharges into storm sewer systems, are frequent enough to significantly degrade local water quality in receiving waters and threaten aquatic, wildlife and human health. While illicit discharges originate from many sources, the most common are from cracks and leaks in old sewer pipes.



## LMP Fleet & Equipment

A successful landscape maintenance engagement is driven by the performance of services by qualified and experienced individuals and their access to well-maintained equipment and vehicles. LMP has three full-time mechanics, supported by mechanic assistants, who oversee the vehicles in its fleet and minor engine repairs. LMP has over ninety vehicles in its fleet and more than four hundred pieces of equipment that it utilizes to perform professional services, including:

### LMP Fleet

Year	Make	Model	In Rotation
2015 - 2020	Chevy	Colorado	17
2020	Chevy	Silverado	1
2011 - 2019	Ford	Escape	5
2006 - 2013	Ford	F-150	16
2004 - 2020	Ford	F-250	27
1999 - 2002	Ford	F-350	3
2011	Ford	F-450	1
1999 - 2001	Ford	F-550	2
2008	Ford	Ranger	2
2020	Freightliner	M2-106	1
2008	GMC	Sierra 1500	1
2013	GMC	Silverado 1500	5
2002	International	4300	1
2016 - 2018	Isuzu	NPR Crew Cab	6
2020	Isuzu	NPR HD	1
2018	Isuzu	NQR	2
2020	Isuzu	NQR w/ Dump	3
2005	Isuzu	Spray	1
2014 - 2015	Nissan	NV200	5





## LMP Equipment

At Landscape Maintenance Professionals, we have the tools necessary to properly take care of your lawn. All of our equipment is state of the art and regularly maintained and cleaned to ensure you're getting the best service available for your commercial property.



Manufacturer	Description	In Rotation
Stihl	28.4 CC Edger	2
Stihl	28.4 CC Straight Shaft Trimmer	3
Sthil	Blower	105
Husqvarna	Blower	13
Billy Goat	Blower	4
Bread Cyclone	KB4 Pull Behind Blower	1
Bobcat	S570 T4 Bobcat	1
Echo	Chainsaw	1
Sthil	Chainsaw	10
Sthil	Edger	82
Husqvarna	Edger	13
Echo	Edger	2
John Deere	Gator	7
Sthil	Hedge Trimmer	36
Husqvarna	54" Stand On Mower	1
Husqvarna	Husqvarna 60" ZTR	1
Husqvarna	Husqvarna 72" ZTR	3
Toro	Lake Shore Trimmer	1
Stihl	Long Trimmer	3
TORRO	48" Recycle Kit Mower	2
TORRO	48" Walk Behind Mower	2
TORRO	60" Recycle Kit Mower	16
TORRO	72" ZTR Turbo Force Mower	2
ExMark	Push Mower	1
ExMark	Riding Mower 60"	5
ExMark	Riding Mower 72"	8
ExMark	Walk Behind Mower	10

Manufacturer	Description	In Rotation
ExMark	Zero Turn Mower	5
TORRO	Two Wheel Sulky	10
Stihl	Pole Pruner	11
Stihl	Pole Saw	6
Gravely	Pro Stance	3
Little Wonder	Push Blower	2
Bravo 25	Push Mower	2
ExMark	Push Mower	2
Husqvarna	Push Mower	1
Mc Lane	Reel Mower	1
Stihl	Saw	6
Husqvarna	Saw	1
Stihl	Shear	7
Stihl	Short Trimmer	6
Husqvarna	Short Trimmer	2
ExMark	Sprayer	6
ExMark	Stand-on	8
Stihl	String Trimmer	94
ExMark	Turf Tracer	6
Pace	Push Mowers	2
Echo	Water Pumps	2
Echo	Weed Eater	4
Stihl	Whip	28
ExMark	Zero Turn Mower	9
Husqvarna	Zero Turn Mower	18
John Deere	Zero Turn Mower	1



## Community

We are proud to be a family owned and operated business with a vision of success as we work in partnership with our customers to enhance their properties. As a company comprised of managers and employees who live where we work, we're also focused on improving the areas we serve. Over the years, we have partnered with many organizations to help our community, and below are just a few.

Department of Veterans Affairs | Beautification of the Community Living Center Gardens  
Dignity Memorial | Vietnam Wall Experience  
Keep Pinellas Beautiful | Honeymoon Island State Park Adopt-A-Dune  
Pasco County UFIFAS Extension Luggage of Love Drive  
Boricuas de Corazon Inc. Food Giveaway & Blood Donation  
Youth Garden Grant | Kid's Gardening  
Florida Water's Stewardship Program

## Associations

Building Owners and Managers Association Greater Tampa Bay | BOMA  
Community Associate Institute Suncoast Chapter | CAI  
Community Associate Institute West Florida Chapter | CAI  
Certified Pest Control Operators Association of Florida | CPCO  
Commercial Real Estate Women Tampa Bay Executive Council | CREW  
Florida Gulfcoast Association of Realtors | FGCAR  
Florida Nursery, Growers & Landscape Association | FNGLA  
Leadership Tampa Bay Alumnae | LTB  
National Association of Landscape Professionals | NALP



## Awards

Lawn & Landscape | Top 100 Landscaping Firms #36 | 2013  
Tampa Bay Business Journal | Top Commercial Landscape Firms | 2013 & 2017  
Tampa Bay Business Journal | Top 25 Minority Owned Businesses | 2014  
Planet | National Landscape Award of Excellence | Cory Lakes CDD Merit Award | 2014  
Business Observer | Gulf Coast Top 500 Companies | 2017  
The American Registry | America's Most Honored Businesses Top 1% | 2018  
Landscape Management | LM150 Largest Landscape Companies | 2018  
Florida Community Association Journal | FLCAJ Readers' Choice Award | 2017 - 2018 - 2019  
BOMA | Toby Award | Suburban Office Park Mid-Rise (6-10 stories) Corporate Center I - IV at International Plaza  
Cousins Properties | Corporate Center at International Plaza | Patrick Gehm | 2020



## SECTION IV Experience



### Client Profiles

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**”** *We strive to build relationships that make things grow.*

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## Cory Lakes Community Development District | CDD

Cory Lake is a gated community offering a 165-acre skiing and boating lake, tennis courts, three playgrounds, a hockey/skate rink, beach volleyball court, basketball courts and a large sand beach area for playing and sunning. Most homes are either waterfront properties, have water views or have views of the 1700 acre adjoining nature preserve. The community roads are elegantly brick paved, and lush tropical foliage lines the two entries as well as other common areas.

Management Company  
Contact  
Telephone  
Email  
Contract Start Date

Wrathell, Hunt and Associates  
John Hall  
(813) 924-4673  
clcddfm@corylakescdd.net  
December 2019





## Harrison Ranch Community Development District | CDD

Harrison Ranch is a planned Community Development District (CDD) consisting of approximately nine hundred fifty-five (955.04) acres of land located entirely within Manatee County. The unique features afforded the homeowners include access to seven miles of nature trails, soccer fields, community picnic areas, tennis courts, and a community pool.

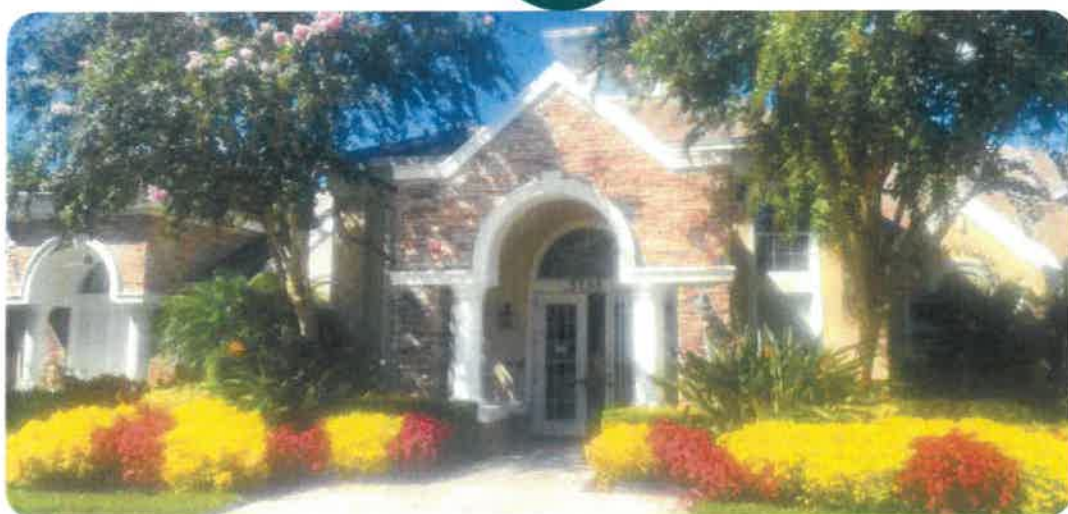
Landscape Maintenance Professionals, Incorporated was selected as the landscape provider for Harrison Ranch in 2019.

Management Company  
Contact  
Telephone  
Email  
Contract Start Date

Rizzetta & Company, Inc.  
Barbara McEvoy  
(941) 776-9725  
bmcevoy@rizzetta.com  
November 2019



Rizzetta & Company  
Professionals in Community Management





## Heritage Isles Golf & Country Club Community Development District | CDD

Heritage Isles Golf and Country Club is a large, planned community in Northern Hillsborough County which is part of the City of Tampa. It is a community of over 866 single family Residences and approximately 154 townhomes, known as Nassau Pointe. Heritage Isles amenities include: Golf Course, Children's play area, Recreational Center, Volleyball, Community Swimming Pools, Sauna, Tennis Court, and Security Gate.

Management Company

Contact

Telephone

Email

Contract Start Date

Inframark, Infrastructure Management Services

Rich Unger, Director of CDD Operations

(813) 907-7388

HIManager@hicdd.org

September 2009





## Belmont Community Development District | CDD

The Belmont community, located in Hillsborough County, FL, contains over 2,120 single family residential homes. This master-planned community also includes a school, amenity center, and park site. Belmont is in the Bullfrog Creek basin and contains a natural habitat preserve surrounding the creek.

Management Company  
Contact  
Telephone  
Email  
Contract Start Date

GMS  
Clayton Smith  
(407) 201-1514  
Csmith@gmscfl.com  
October 2020





## Panther Trace Community Development District | CDD

Panther Trace is a planned Community Development District (CDD) consisting of over seven hundred eighty-five acres of land located entirely within Hillsborough County. The unique features afforded the homeowners include a pool, tennis, basketball, and volleyball courts, and a multipurpose field.

Management Company  
Contact  
Telephone  
Email  
Contract Start Date

DPFG, Inc.  
Monica Vitale, Facilities Director  
(813) 671-8023  
ptrecentermanager@verizon.net  
November 2015





## Venetian Community Development District | CDD

The Venetian is a planned Community Development District (CDD) consisting of approximately nine hundred sixty-four (964.03) acres of land located in North Venice, which is situated on the Myakka River. A gated, gold course community located offering prime views of fairways, ponds or nature.

Management Company

Contact

Telephone

Email

Contract Start Date

Rizzetta & Company, Inc.

Keith Livermore, District Field Manager

(941) 485-8500

fieldmanager@vcdd.org

September 2019



Rizzetta & Company

Professionals in Community Management

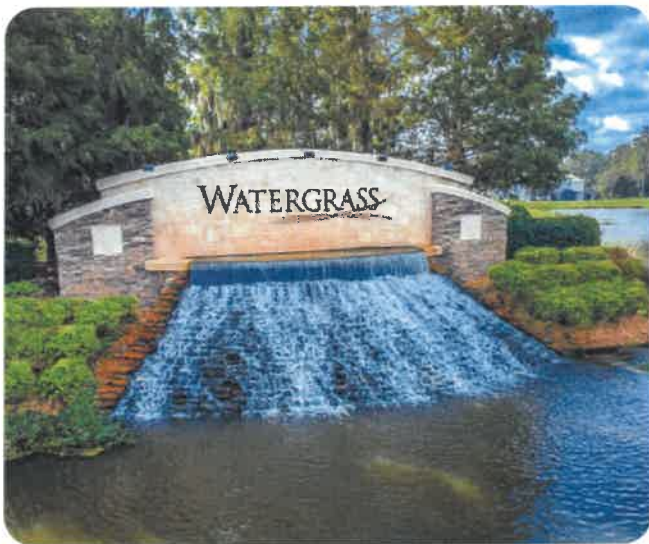


## Watergrass I Community Development District | CDD

WaterGrass is a 997-acre family oriented residential community in Eastern Pasco county, known for its attention to detail. WaterGrass offers a variety of amenities including the multi-million dollar community center with athletic courts, resort-style pool, water park, junior Olympic pool and a convenient park and bicycle path system. From the parks, the private lake and trees, to the gentle curves of the streets and plant selection in the lush landscaping it is a master-planned community like no other.

Management Company  
Contact  
Telephone  
Email  
Contract Start Date

Meritus Corp.  
Gene Roberts  
813-873-7300 Ext. 397  
gene.roberts@merituscorp.com  
September 2017



**LMP** Landscape  
Maintenance  
Professionals, Inc.<sup>SM</sup>

MERITUS

## Watergrass II Community Development District | CDD

WaterGrass is a 997-acre family oriented residential community known for its attention to detail. WaterGrass offers a variety of amenities including the multi-million dollar community center with athletic courts, resort-style pool, water park, junior Olympic pool and a convenient park and bicycle path system. From the parks, the private lake and trees, to the gentle curves of the streets and plant selection in the lush landscaping it is a master-planned community like no other.

Management Company	Inframark, Infrastructure Management Services
Contact	Andy Mendenhall
Telephone	(813) 991-1116 Ext. 1002
Email	<a href="mailto:andy.mendenhall@inframark.com">andy.mendenhall@inframark.com</a>
Contract Start Date	February 2021





## Triple Creek Community Development District | CDD

Triple Creek is a 990-acre master-planned Community Development District (CDD) located in Hillsborough County, Florida. Landscape Maintenance Professionals, Incorporated was selected as the landscape provider for Triple Creek and as its construction partner for its ongoing land development initiatives.

Management Company	Rizzetta
Contact	Taylor Nielsen
Telephone	(813) 533-2950 ext. 9475
Email	<a href="mailto:tnielsen@rizzetta.com">tnielsen@rizzetta.com</a>
Contract Start Date	December 2020



## Sarah Vande Berg Tennis & Wellness Center | Commercial & Athletic

The Sarah Vande Berg Wellness Center is a health and wellness complex in Zephyrhills, Florida. Situated on 10 acres off Simons Road in Zephyrhills, the Sarah Vande Berg Tennis Center is a USTA sanctioned tennis facility featuring a variety of tennis courts to train every professional.

Management Company	SVB
Contact	Pascal Collard
Telephone	(610) 888-5599
Email	pascal.collard@svbtenniscenter.com
Contract Start Date	October 2020





## Corporate Center at International Park | Commercial

The Corporate Centers at International Plaza, winners of the Building Owners and Managers (BOMA) "Building of the Year" in 2019 and 2020, encompasses four state of the art office complexes with sprawling campuses near the International Plaza Mall.

Landscape Maintenance Professionals, Incorporated was selected as the landscape provider for Corporate Centers IV in 2012, adding Centers I through III in 2015.

Management Company	Cousins Properties
Contact	Patrick Gehm
Telephone	(813) 421-8702
Email	pgehm@cousins.com
Contract Start Date	March 2015





## Highwoods Preserve | Commercial

Highwood Preserve is a 1.8 million SF Class-A office, retail, and entertainment development in Hillsborough County. Professionally managed by Highwoods, the management company is committed to ensuring that the grounds of the office complexes are healthy, colorful, and well maintained. LMP was selected as the landscape provider of choice in 2017.

Management Company	Highwoods Properties
Contact	Venus Rodriguez
Telephone	(813) 416-3995
Email	venus.rodriguez@highwoods.com
Contract Start Date	January 1999



## Tampa Bay Park Corporate Center | Commercial

Tampa Bay Park offers seven state-of-the-art buildings located within 72 acres of greenscape with 26 acres of lakes. Centrally located in Tampa Bay Park in the Westshore submarket at the intersection of Himes Ave. and Dr. M.L. King Jr. Blvd. The Tampa Bay Park commercial campuses encompass seven state-of-the-art office complexes with sprawling campuses, a parking garage, and common areas. Professionally managed by Highwoods Properties, the management company is committed to ensuring that the grounds of the office complexes are healthy, colorful, and well maintained.

Management Company	Highwood Properties
Contact	Mike Dean
Telephone	(813) 876-7000
Email	Michael.Dean@highwoods.com
Contract Start Date	June 1999





## 100 Carillon Parkway | Commercial

100 Carillon Parkway is a three-story, 79,701 square-foot Class A office building located in Carillon Park, Pinellas County's premier business park. Other features within Carillon Park include the BayCare Wellness Center, 4-Star Hilton Hotel, a nature preserve with boardwalks and running trails Professionally managed by Sabil Hill, the management company is committed to ensuring that the grounds of the office complexes are healthy, colorful, and well maintained.

Management Company

Contact

Telephone

Email

Contract Start Date

March 8, 2008



## Urban Centre | Commercial & Hospitality

Urban Centre is a Class A multi-tenant office complex, hotel, and retail location in the Tampa Westshore market. Consisting of two 9-story buildings with exceptional amenities to its tenants and visitors, the Urban Centre provides direct access to the Westshore Grand Hotel through the office complex's lobby.

Management Company  
Contact  
Telephone  
Email  
Contract Start Date

Jones Lang LaSalle  
Erin Smith  
(813) 286-4316  
erin.smith@am.jll.com  
July 2009





## Cypress Creek Town Center | Retail

Cypress Creek Town Center is a Super Regional Shopping destination in the dynamic Wesley Chapel growth corridor on one of the most highly trafficked intersections in the state of Florida.

The mixed-use Town Center is comprised of more than 150-acres surrounding the Tampa Premium Outlets and Costco at the intersection of I-75 & State Road 56. Anchored by Tampa Premium Outlets, with over 110 stores and Costco Wholesale. Tampa Premium Outlets opened in October 2015 and development is ongoing. Surrounded by nature, Cypress Creek Town Center features wetland conservation and borders the Cypress Creek Preserve, a nature park and conservation land.

Management Company

Contact

Telephone

Email

Contract Start Date

Sierra Properties

Brent Whitley

(813) 484-2288

[brentwhitley@sierra-properties.com](mailto:brentwhitley@sierra-properties.com)

January 2020



**SIERRA PROPERTIES**





## Vizcaya of Bradenton Condominium Association | COA

Vizcaya of Bradenton is a 256-unit condominium association located on 32 acres in Bradenton, Florida. Boasting four lakes and more than 1,000 palm trees, the community offers several outdoor amenities, including a large pool area with a sundeck and a multitude of tropical flowers and plants.

Management Company	Castle Group
Contact	Tammy Goldman
Telephone	(941) 755-2082
Email	tgoldman@castlegroup.com
Contract Start Date	June 2018



## Ventura Bay Homeowner's Association | HOA

Ventura Bay is a 206 single townhome community located on 32 acres in Riverview, Florida. Ventura Bay Community is a fabulous place to call home with a large pool, clubhouse, playground, basketball courts, and walking trails.

Management Company  
Contact  
Telephone  
Email  
Contract Start Date

Leland Management  
Mary Fritzler  
(727) 451-7902  
Mfritzler@lelandmanagement.com  
March 2019





## Willowbend Community Association | HOA

Willowbend is a maintenance free community encompassing nearly 130 acres in Osprey, Florida. The property abuts Oscar Scherer State Park, with its fishing, canoeing, kayaking, bicycling, hiking and bird-watching. Amenities include a community center with pool, fitness center and outdoor kitchen, along with several outdoor amenities and an active community social calendar.

Management Company  
Contact  
Telephone  
Email  
Contract Start Date

Sentry Management  
Scott Brundrett, President  
(770) 380-0225  
willowbendpresident@gmail.com  
October 2019





## Hawk's Point West Homeowner's Association | HOA

Hawks Point West is a single-family home community located in Ruskin, Florida. Boasting several outdoor amenities, including two playgrounds, a dog park, swimming pool, clubhouse, and pavilion, the community is professionally managed by Qualified Property Management.

Management Company	Qualified Property Management
Contact	Rebecca Schulz
Telephone	(813) 649-0280
Email	hawkspoint@qualifiedproperty.com
Contract Start Date	February 2019



## Esplanade of Tampa Community Association | HOA

Esplanade of Tampa Community Association is a 170-acre master-planned community located in Pasco County, Florida. Located on approximately 170 acres, the master-planned community includes an extraordinary amenity campus.

Contact	John Browne
Telephone	(813) 415-5589
Email	<a href="mailto:jbrowne@sentrymgt.com">jbrowne@sentrymgt.com</a>
Contract Start Date	September 2020





## The Amalfi Clearwater | Multifamily

The Amalfi at Clearwater is a multifamily residence with several outdoor amenities, including a Zen garden and a large pool area with a sundeck. Top Rated for 2020 by Apartment Ratings and Resident Satisfaction winner from Satisfacts for 2020!

Management Company	Richman Properties Services
Contact	Brian Murphree
Telephone	(727) 224-6050
Email	<a href="mailto:murphreeb@richmanmgt.com">murphreeb@richmanmgt.com</a>
Contract Start Date	February 2012



**RICHMAN**  
**PROPERTY**  
SERVICES, INC.



## Belleair Place | Multifamily

Belleair Place is a multifamily residence in Clearwater, Florida, consisting of several outdoor amenities, including an outdoor picnic and barbecue area, playground, and large pool area with sundeck.

Management Company

Contact

Telephone

Email

Contract Start Date

Richman Properties Services

Brian Murphree

(727) 224-6050

murphreeb@richmanmgt.com

February 2014



**RICHMAN**  
**PROPERTY**  
SERVICES, INC.



Preferred Materials, Riverview FL

A & S Used Auto Parts and Repair

Millard Roofing

Summer Holly Pl

S 78th St

Grand Elm Dr

The Lighthouse Remnant Grand Elm Dr



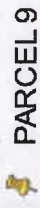




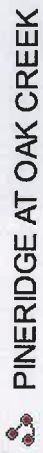
# Untitled Map

Write a description for your map.

## Legend



PARCEL 9



PINERIDGE AT OAK CREEK

573

PARCEL 9

Red Hickory Pl

Lotus Creek Ct

Silver Clover Ct

S 78th St

S 78th

Google Earth



400 ft

## **Parkway Center CDD**

### **LANDSCAPE MAINTENANCE**

#### **DELIVERY OF PROPOSAL**

Parkway Center CDD  
2005 Pan Am Circle Suite 300  
Tampa, FL 33607

Proposals are due to the Meritus office by 2pm on September 30.



## DETAILED SPECIFICATIONS

**SCOPE OF WORK** - The contractor shall furnish all labor, materials, supervision, equipment, supplies, tools, services, and all other necessary incidentals required to perform complete maintenance of landscaped areas as detailed below.

**All work shall be performed between the hours of 7:30 A.M. and 6:00 P.M. Monday through Friday, and with the consent of the CDD Manager between 9:00 A.M. and 4:00 P.M. on Saturday, for emergency services only.**

Each bidder shall submit one bid encompassing all proposal areas.

### **MAINTENANCE SPECIFICATIONS**

#### **1. Turf**

The Contractor should be aware that "Proper fertilization is very important for sustaining a healthy lawn. Fertilization and other cultural practices influence the overall health and quality of the lawn and reduce its vulnerability to numerous stresses, including weeds, insects, and disease. It is very important that anyone fertilizing their lawn be familiar with and follows the Florida-Friendly Landscaping™ Best Management Practices (FFL BMPs). These practices are designed to maintain healthy lawns and reduce any potential nonpoint source pollution of water resources that might result from lawn and landscape fertilization and other cultural practices. There are now state and local regulations that cover lawn fertilization, so be aware of city and county guidelines and always follow the directions on the fertilizer bag. For more information on BMPs, please refer to ENH979, Homeowner Best Management Practices for the Home Lawn (<http://edis.ifas.ufl.edu/ep236> )."

We recommend that "A soil test should be done to determine what nutrients are available to the lawn and what the soil pH is. The local Extension office has instructions and supplies for taking soil samples and submitting them to the Extension Soil Testing Laboratory for analysis. In particular, phosphorus levels are best determined by soil testing. Since many Florida soils are high in phosphorus, it is often not necessary to add phosphorus to a lawn once it is established."

"Florida Rule (5E-1.003) mandates that fertilizer application rates cannot exceed 1 pound of nitrogen per 1000 square feet for any application. Based on the percentage of nitrogen that is in a slowly available or slow-release form in a fertilizer, UF recommendations call for applying a ½ pound (water-soluble nitrogen source) to 1 pound (slow-release nitrogen source) of nitrogen per 1000 square feet of turf

grass. For information on determining how much fertilizer this equals, please refer to ENH962, Figuring out Fertilizer for the Home Lawn (<http://edis.ifas.ufl.edu/ep221> )."

## **2. Turf Mowing**

"Argentine" Bahia grass will be mowed 32 times per year, and Stenotaphrum secundatum, variety "Floritam" St. Augustine grass to be mowed 42 times per year. Zoysia 42 times per year.

Mowing height shall be maintained at 3 to 4 inches on Bahia grasses and 3 ½ inches on St. Augustine grasses, in all areas of improved landscape. Bermuda and Zoysia at Best Management Practices.

- A. The contractor shall use rotary mowers with sharp blades, which are correctly balanced. Dull blades shall be changed at midday per cut.
- B. Floritam and Bahia grasses shall be mowed according to the mowing schedule described above.
- C. Grass clippings are to be collected during the mowing operation and removed from the areas mowed. Mulching type mowers are acceptable. However, clippings that are visible 24 hours after mowing are to be removed from turf areas.
- D. Streets, curbs, sidewalks, bike paths, plant beds, lakes, and borders shall be maintained free of grass clippings and other debris. These will be inspected on a weekly basis.
- E. Where possible, trees shall not have turf more than one foot (1' \*) inside of the "drip line", but shall be kept edged accordingly.
- F. The contractor will cut and maintain along District fence lines.

## **3. Turf and Bed Edging**

- A. Mechanical edging of all turf grass areas next to curbs, streets, sidewalks, bike paths, beds, lakes and borders shall be done at least every mowing to prevent grass encroachment. All plant beds and obstacles are to be edged every other week throughout the year. All areas that are inaccessible with a mower are to be string trimmed at each mowing i.e., lake banks, signs etc. Due care shall be used to prevent chipping or damaging hardscape, curbs, (sidewalks etc.). Contractor shall ensure that all wall posts, columns, signs, valve boxes, transformers, utility boxes, fences, and other above ground appurtenances shall be trimmed in conjunction with the other mowing; edging schedule. Trimming shall not damage any trees, shrubs, or groundcover or sprinklers, or drip irrigation.



B. Chemical edging shall not be permitted unless written approval is secured in advance, from the district project representative.

C. Dirt, trash, and debris resulting from edging operations shall be removed and all areas shall be left in a clean condition before the end of the working day. Chemical treatment of curb road joints is permitted providing "drift damage" does not occur.

#### **4. Turf Fertilization**

The following fertilization schedule shall be generally followed; Contractor to obtain a soil test samples prior to start of this contract. Samples shall be taken using the kit from the local extension office, following their instructions. Contractor shall sample from 4-5 distinctive areas representing the various sod installed for this project. Contractor to mark up a map of his sampling locations. Contractor to submit these 4-5 soil samples to the laboratory for testing for fertilizer recommendations prior to each season. Results of test, map and recommendations of the Local Soil Extension Office shall be immediately provided to the Owner/ CDD with his estimate of cost, prior to proceeding with this work. Written direction shall be provided to the Contractor by the Owner/ CDD upon his submittal:

A. All St. Augustine 'Floritam' sodded areas shall be fertilized 4 ~~X~~ times year with 16-4-8 or 12-2-12 with minor elements with a slow release of the nitrogen @ 2-5 lbs. per 1000 square feet. Apply this rate and type; only if results from soil test noted above do not conflict. Note; Contractor shall apply fertilizer from only early April to fall. As directed at the beginning of the contract, the contractor shall provide preventative bug infestation. In late April and again in August contractor shall apply a blanket insect application. Insect spot treatments may be required between these two blanket preventative applications and should consist of products with a different chemical makeup such as Sevin, Arena etc. in order to curb chinch bug resistance. Fertilizer to be complete and include nitrogen, phosphorus, and potassium in the greatest amount, and calcium, magnesium and sulfur in smaller amounts. The Micronutrients shall include Iron, manganese, zinc, copper, chlorine, molybdenum, and boron in very small amounts but are essential. The contractor shall submit his proposed fertilizer label to the resident project representative for approval prior to application. No changes or substitutions will be permitted unless approval of the resident project representative is secured. Note if leaf yellowing may indicate two different deficiencies. Use foliar iron fertilizers such as iron sulfate or chelated iron solutions, to help cure iron deficiencies. And use nitrogen fertilizers applied according to BMP's cure nitrogen deficiencies.

B. 'Argentine' Bahia fertilization fertilized 2 ~~X~~ times per year from Spring to Fall, with a slow release fertilizer plus micronutrients at 2-4 lbs. per 1000 square feet. The first application should be in April. Apply this rate and type, only if results from soil test noted above do not conflict. Note: contractor shall only apply fertilizer from Early April to fall. Bermuda to be fertilized monthly during the growing season with product to be determined by contractor and district. Bahia Grass is susceptible to iron deficiency in

high -pH (>7.0) soils, which may result in yellowing. This can be resolved with an iron source. Ferrous sulfate should be applied at the rate of 2 ounces in 3-5 gallons of water per 1000 square feet.

C. At times environmental conditions may require additional applications of nutrients, augmenting the above fertilization programs to see that turf areas are kept uniformly GREEN, healthy and in top condition. It shall be the responsibility of the contractor to determine specific needs and requirements and notify the district resident project representative when these additional applications are needed and being executed.

D. Fertilizers containing iron shall be removed from curbs, roads, walks, and driveways to avoid staining before the sprinklers are activated after application of the fertilizer.

E. The complete fertilizers specified shall consist of a time release nature to encourage best management practices for the protection of water resources.

F. The method of application of fertilizer shall be the responsibility of the contractor. If any turf is badly damaged or killed by excessive fertilizer, it shall be replaced by the contractor at no additional expense. No drift shall occur near water bodies; lakes, ponds, wetlands, or other sensitive material.

## **5. Turf Weed Control**

A. Annual grassy weeds shall be controlled by pre- emergence herbicides applied before weed germination begins, prior to February 15. Prior to application, contractor must provide a list of chemicals to be used for weed control, to the district representative for review and approval. Application times shall be appropriate to seed germination, which depends upon whether the grasses are summer annuals, or winter annuals. Application should only be done when there is adequate soil moisture, air temperature is between 60 -85 degrees Fahrenheit, and the turf is not suffering from water or mowing stress.

B. Annual grasses, annual broadleaf weeds, perennial broadleaf weeds and sedges may be treated in St. Augustine turf with post-emergent herbicides, which shall be applied in May. Prior to application, contractor must provide a list of chemicals to be used to the district representative for review and approval

C. The chemicals applied must be safe to use on the type turf within the project indicated within Exhibit "A" when used in the correct way on mature, healthy turf at the correct dose as specified by the manufacturer.

D. No spraying for weeds in either type of turf may be done when there is any danger of winds causing a spray drift into surrounding plants.

E. The only approved herbicide to be used to control selected species of sedge must be previously approved by the district representative.

F. Mowing intervals set forth in "Mowing" section 1.b may be relaxed during herbicidal treatment periods, with written approval of the resident project representative.

G. If district turf is contiguous to grasses of another variety, care shall be taken by the contractor to avoid injury to such turf. If the area contiguous to Floratam is Bahia, do not spray it with Atrazine.

H. Weed control elsewhere than in turf, the contractor shall keep all planted areas free of weeds at all times. This includes the bases of trees and shrubs, beds, and borders. In general, weeds shall be removed by hand from these areas. Chemicals, which may cause plant injury, decline or death, shall not be used. Granular Balan and Ronstar under some circumstances may be used for pre-emergent control after weeds have been removed by hand.

I. Mechanical treatment may be necessary if and when directed by District project representative.

J. It is recommended that the Contractor check with the local Extension office for positive identification of weeds and exact herbicide recommendations, to prevent damage to turf areas or root systems.

## **6. Turf Insect and Plant Material Pest Control**

A. The contractor shall submit his annual insect and pest control program designed to prevent damage to Bahia sod, St. Augustine sod, Shrubs, Trees, and Groundcovers with his bid for this work. The Contractor shall submit the certificate for the individual who will be applying this program, and he/ she shall be a State certified pest control individual, capable of using the proposed chemicals. This work shall be done on an "as needed" basis or whenever requested by the resident project representative for the district.

B. For the St. Augustine Sod – The Contractor shall pay particular attention to damage by in the early spring, such as mole crickets, sod web worms, and chinch bugs etc. and in late August and September for nematodes, all of which will require that control programs be initiated promptly. Other restricted chemicals may be used only by a certified pest control operator. Contractor shall identify the source of the problem before treating the area. Several factors can decrease the quality of a lawn, i.e. traffic, excessive shade, compacted soils, over-or under watering, improper mowing, traffic, and high or low ph. The local extension office can verify an insect if unknown.

Infestations by other insects and pests shall be controlled by chemicals approved by the project representative prior to their use. Amdro or Top Choice is approved, and the contractor shall use this on fire ants as per manufacturer's instructions. Talstar, Permatrol and Sevin 80% WP and any other chemical deemed appropriate shall be used when needed on other species - as required by State law, all chemical applicators are required to read the labels of chemicals for specific information regarding the rates, approved uses and target treatment efficacy. The earwig should not be sprayed, if possible, as it is a useful predator of lawn caterpillars. There are many chemical controls available. The resident project representative can advise the contractor on approved formulations and the safe rates of their applications, if requested.



C. For all Trees, Shrubs and Groundcovers/ Ornamental Grasses - When insects such as white flies, scales, stinging caterpillars, hornworms, mealy bugs, spittlebugs, beetles, grasshoppers, katydids, leaf minors, leaf rollers, borers or others are detected and are reaching damaging levels on landscape plants, the contractor shall apply the appropriate control measures. These may be general-purpose sprays or systemic insecticides and their selection shall be related to the way they damage plants. The chemical selected shall control the target pest and be safe to use on the host plant. It is not necessary always to spray to control insect or mite populations. Whenever possible use a mechanical control method, biological controls or other non-chemical methods. The number of sprays per year needed cannot be predicted. The contractor must provide for a reasonable allowance in the bid, however, to plan for insect control. Some plants will require repeated sprays to control scale or caterpillars. The contractor shall plan for a minimum of two sprays for all plants as an average.

## **7. Turf and Plant Material Disease control**

A. Since diseases are easier to prevent than control, the contractor may need to apply at least three sprays per year to St. Augustine turf known to be susceptible to the most common disease such as; Brown Patch, Dollar Spot, Gray Leaf Spot, Ruse and Helmenthosporium of St. Augustine. Fungicide approved by the project representative shall be used by the contractor. Contractor will inspect weekly for turf grass disease and shall spray on an "as needed" basis. Project representative is to be informed on all activities or problems.

B. Tree and shrub fungicides shall be applied to assist in prevention of diseases on susceptible species. In some cases, sprays or injections will be applied to combat other living agents such as bacteria, viruses, micro plasmas, algae, nematodes, or viroids. The best method of control shall be used by the contractor for the given situation. The most important consideration when combating disease is to have the spray on the plant before infection takes place; most fungicides are protectants not eradicants.

C. Diseases which commonly attack plants include: Botrytis Blight, Bacterial Wilt, Brown Gall, Mushroom Root Rot, Powdery Mildews, Pythium Root Rots, Thizonctonia Stem Rot, Sclerotonea Rot, and Southern Wilt. The contractor shall apply products such as Pentathalon, Clearys 3336, Dithane WP, or copper sulfate on an "as needed" basis.

D. If diseases are diagnosed which have no known method of control, the project representative shall be notified promptly. If the disease is confirmed, the plant shall be removed and destroyed off site. In some cases, the contractor shall remove infected soil and replace with new soil before replacing the diseased plant.

E. Other chemicals to control or prevent disease may be used on selected plants.

F. The contractor shall assume full responsibility for spray damage to plants. The site applicator shall be properly trained and licensed for commercial spraying. A photocopy of FDAC spray license with associated categories shall be attached. Diseases of Sabal palms include leaf scab, Phytophthora Bud Rot, Black Mildew, and Manganese deficiency. The contractor shall take prompt action to control these conditions either by spraying with appropriate chemicals such as Copper sulfate, Medallion, Topsin Tru

Ban, or in the case of Manganese deficiency either by applying Manganese to the soil or applying it as a one percent foliar spray.

G. Contractor to provide recommendations for issues such as dying or dead plants.

### **8. Plant Material; Trees, Palms, Shrubs, Groundcovers, Ornamental Grasses, Vines and Annuals Fertilization**

A. The contractor shall fertilize all trees, palms, shrubs, ground covers and annuals to maintain them in a healthy growing condition, free from symptoms of nutritional deficiency or undesirable appearance.

B. The number of fertilizer applications per year for shrubs, trees, and palms will normally be every four months, but annuals may require more applications as noted below. *3 times per year*

C. A complete fertilizer such as Osmocote or approved equal 14-14-14 or 19-6-12 with micro nutrients shall be applied every four months.

D. Landscape Trees and Plantings shall be fertilized as follows:

*Annuals* - Apply 1 lb. Per 25 square feet of 14-12-14 analysis slow release four times a year or as needed and follow at two-week intervals with the application of 20-20-20 liquid fertilizer, at rates directed by the manufacturer.

*Shrubs and Ground Covers* - Application rate shall depend upon size of plant material. Refer to manufacturer's recommendations.

*Medium Shrubs* - Application rate shall depend upon size of plant material. Refer to manufacturer's recommendations.

*Large Shrubs* - Application rate shall depend upon size of plant material. Refer to manufacturer's recommendations.

*Distribution* - The fertilizer shall be well scattered in an area from halfway between the stem and the drip line of the circumference. The fertilizer shall be distributed as evenly as possible by hand or by special mechanical applicator.

The contractor shall apply fertilizers to plants, which are turgid and shall water-in the fertilizer promptly and thoroughly after application the same day.

Fertilizer, which lands on leaves, shall be shaken off or hosed off leaves.

*Palms* - Contractor to use a Palm fertilizer having an analysis (=the three numbers on all fertilizer labels which refer to their N-P2O5-K2O content) of 8N-2P2O5-12K2O +4Mg with micronutrients can correct

mild to moderate deficiencies and prevent their recurrence in most soil types in south and central Florida. The 8N-2P2O5-12K2O+4Mg with micronutrients maintenance fertilizer blend described above should release nutrients for up to three months, and thus a three-month application interval is recommended. The suggested application rate for south Florida landscapes is 1.5 lbs. of the 8N-2P2O5-12K2O+4Mg with micronutrients fertilizer (not N) per 100 sq. ft. of palm canopy area, bed area, or landscape area. This rate can be lowered for Central Florida to 1.0 lbs. Mechanically or by hand, spread around the root zone, under the canopy. Do not inject or provide holes for this application.

*Trees* - Apply 2 lbs. of nitrogen per 1000 square feet of planting bed where trees are located. Only newly installed trees shall be fertilized as instructed by Landscape Architect/ written specifications.

E. Not less than seventy-two (72) hours prior to the application or placement of any fertilizer, the contractor shall notify the project representative of the time and date that the contractor will apply fertilizers. Failure on the part of the contractor to notify the resident project representative shall result in the contractor forfeiting any and all right to payment for the applications made without notification.

## **9. Pruning**

A. All pruning shall be performed according to the National Arborist Standards and Guidelines. Pruning shall be done as required to maintain the "natural shape" and characteristics of the particular tree or plant species. The resident project representative shall be made aware of all pruning activities, prior to start of work. Oaks, maples, hickory, olive, etc. shall be pruned in the dormant season only, i.e. late fall, early winter.

B. Pruning shall also include removal of trees, palms, shrubs, or ground covers that are dead, broken or diseased. When diseased plant materials are recommended to be removed, a photograph and removal shall be documented to the CDD in advance. Trees to be considered for removal due to disease, death, or broken, shall be first inspected by a certified arborist and a report provided with his recommendations shall be submitted to the CDD for their approval of this work. All Pruning shall be done under the supervision of a Certified Arborist. As trees and palms are removed, contractor to provide a proposal for the replacement of this material in accordance to the newly adopted master landscape plan. Please note Washington Palms will not be replaced with same. All new material shall meet Florida Grades and Standards for Nursery Grown Plants, latest edition. Installation of this material shall be done in accordance with standard nursery practices. Note, that all tree staking and guying, water ring, backfill, 3" layer of pine bark mulch, and watering for 3-month establishment, shall be included in price.

C. Pruning shall include the removal of inward growing branches, water suckers and crossing or rubbing branches (inclusion) and co-dominant leaders. Never remove more than 25% of foliage, for trees 8-13 years old. The crossing of branches or those facing inward will generally be selected for removal. Where two branches are growing immediately above and below one another - typically, the lower branch shall remove. Do not remove low, vigorous branches. Do not trim the leader, but you can remove competing leaders. Follow National Arborist Standards for all of this work.



D. Major pruning shall be done by the contractor under the supervision of a Certified Arborist, to maintain the natural shape of the individual plant species and/or to renew the vigor of the particular plant species on the following schedule:

Maintain a live canopy ratio of greater than 60%. Prune all trees in January, in accordance with pruning standards for shade trees as referred to Fine and Standard Pruning manual. Located at the County Extension Office. Trees to be limbed up to 12' clearance at all times.

For Palm pruning; remove dead, yellow and low hanging fronds. If hazardous blooms or fruit occurs this can be removed as well. Do not remove or damage the terminal bud of a palm.

All evergreen ornamental grasses i.e., (Fountain Grass, Fakahatchee Grass, Muhly Grass, etc. shall be trimmed in late fall or early spring,) to remove the tips only. For the deciduous grasses, like spartina, the contractor can prune this by greater than one half its sizes.

Follow the completion of the ornamental grass pruning with pruning of such species as the viburnum, Philodendron, Ligustrum, Jasmine and other non-flowering shrub species. As soon as the major flowering species has been completed its bloom, in late spring, any necessary required pruning should occur. Note: No heading of shrubs shall be done.

Shearing of hedges shall be done after they bloom, since more frequent pruning reduces their blooms.

Palms and related plant types shall be pruned one time per year. Periodic pruning may be necessary for unsightly fronds. Pruning shall require the removal of all dead fronds as close to the trunk. If more than ½ of the frond is brown, then remove the frond. Also, remove them, when they are largely brown on the tips or when the fronds are infested with the leaf scarified. Dead and live inflorescence shall be removed at the same time. Do not remove any green healthy fronds (just to make it easier to reach dead fruiting stalks or emerging florescence) and avoid nicking the petioles of adjacent healthy fronds. Unsightly dead fronds that occur at other times of the year shall be removed immediately. Palms over 50' in height to be pruned at additional cost to the district.

When major pruning begins on a particular species of tree or plant, it shall continue until all plants or trees of that species have been pruned within the jurisdiction of this contract.

Minor pruning shall occur throughout the year to keep individual plants within desired limits on an "as needed" basis. ("suckers" and "water sprouts" kept off and away from walls, pavement, curb edges, signage areas, etc.)

E. The contractor shall prune vertical growth at a 45-degree angle. Branches shall be removed flush with the trunk, above the collar; per the National Arborist Standards.

F. The contractor shall prune all typical winter and spring flowering trees and shrubs in late spring after their bloom. Such as azaleas, trumpet trees, loquat trees, crape myrtles. For Crape Myrtles: Do not remove more than 18" from the individual branches. A second Pruning or Pinching of the inflorescence

seed pod, after the Crape Myrtle goes to seed, in mid to late summer, will produce additional flowering. This is true for Hibiscus as well.

G. The contractor can prune the evergreen shrubs anytime; including for example jasmine, holly, juniper, wax myrtle, etc. anytime. To encourage rapid flush, prune just before spring flush.

H. The contractor is required to remove all pruned materials and debris from the site each day. Contractor also is required to remove all trash and other debris other than landscape clippings and limbs each day from the site.

I. Plant materials shall be trimmed on a regular basis from around landscape lighting accent fixtures and signage so as not to impede the lighting source and beam spread.

#### **10. Water, Irrigation and Sprinklers**

The contractor to visit the site monthly to inspect the overall irrigation system on a zone by zone basis, and provide a written report of this work to the CDD each month.

A. The manual and automatic sprinkler system is to be used to maintain plant health and to conserve water. The irrigation system is to be maintained/scheduled in compliance with all local jurisdictional agencies and the associated restrictions as warranted. Contractor will solely be responsible for negligence in the operations associated with restricted water schedules as placed by agencies.

B. The contractor shall provide supervision of the system and shall make all adjustments, repairs, and replacements required. Contractor is responsible to check the irrigation wells on a monthly basis to ensure they are in good working order. All repair estimates to be sent to district representative for approval.

C. At each monthly inspection, the Contractor shall use a soil moisture probe meter to determine soil moisture content in various locations throughout the property, and specifically in off-color bed or turf areas. If found dry or too wet, he shall make the corrective action promptly to rectify the condition.

D. Newly planted trees and shrubs shall be hand-watered if located in isolated areas, or at least daily by sprinklers or rain for the first four weeks providing at least 1" to 1-1/2" per plant, filling their plant well area. For weeks, 6-8, contractor shall be responsible to water new material every other day, to ensure establishment. For 8-24 weeks, at least once to twice a week, the material will need to be watered. Any newly planted material not surviving 6 months, shall be replaced by the Contractor at his cost. Note: It is recommended that the moisture meter readings in the root ball area shall be maintained in the "moist" zone on the meter.

E. Risers shall be added as needed in the bed areas to ensure that water is being supplied to the entire shrub area and not being blocked or deflected by growing plants.

F. The contractor shall inform the association immediately of any serious problems in the irrigation system or its coverage.

G. The contractor shall run through each zone of the system monthly during the summer and "winter" months to check that all heads are working properly, aimed properly, and flushed, to ensure that all planting areas are receiving water evenly and completely providing 100% irrigation coverage. A written report for each said visit shall be signed by the person performing the required inspections and submitted to the District within 10 (ten) days of the completed inspection. The report shall include each "well number" (1-4), each "zone", each "head type" and an indication per each as to "working properly/needs repair/repared as follows" (with notation). Monthly reports should also include zone number on map, and type of plant material, head type, and GPM per zone used. Any new irrigation work shall be warranted by the contractor for proper installation and performance for 1 year. Parts shall be warranted by the manufacturer for 1 year.

H. The clock controls shall be programmed to deliver seasonal amount of water, per zone, per plant type. Zones shall be separated for turf versus shrub versus bubbler. Perennials or annuals shall be on their own zone. The site should have a rain sensor device installed in 2-3 locations and should be reviewed monthly to be in working condition. They shall all be tied to the controller, and be used to turn off the system during rainfall events. Field capacity of each well shall never be exceeded. An annual program should be presented to the board for approval at the onset of this contract.

I. Because turf water needs to vary from month to month, the amount of watering time shall be adjusted periodically to reflect these needs. Seasonal adjustments can be made with the controller if forecasted.

J. Excessive watering shall be avoided. It wastes water, floods large soil spaces and adversely affects the Cation Exchange Capacity of the plant. It also wastes water-soluble fertilizers. Plants shall be watered, therefore, by contractor in accordance with the season, soil type and turf type and other conditions.

K. All turf and other irrigation shall be between the hours of 8:00 P.M. and 7:00 A.M., and on days as currently noted, per the restrictions of the SWFWMD, unless otherwise approved in writing by the resident project representative.

L. It shall be clearly understood and agreed by the contractor that all the irrigation, systems including all necessary appurtenances to maintain said system shall be the responsibility of the contractor. Damage by others will not relieve the contractor of their responsibility to maintain the turf, shrubs, trees, ground cover.

**Contractor shall ensure that all valve covers are replaced and covering their respective boxes and when necessary shall replace broken or damaged one at their expense.**



## **11. Special Requirements**

A. All tree bracing systems shall be checked regularly and tightened as needed. After one-year, this support/ bracing system can be removed. Any tagging or other tight straps shall be removed promptly upon installation.

B. Mulch Contractor to install -Pine Bark Mini Nuggets Mulch once per year at a depth of 2-3 inches, to ensure an established depth of 2-3 inches throughout all planting bed, except annual beds.

**D. Contractor shall police all district property under contract during each time of service and remove all trash and debris including branches, vegetation, furniture from grounds including shrubbery encountered while mowing and trimming. The district reserves the right to increase the schedule if needed. All said debris shall be removed from district property. Dog stations to be emptied weekly by contractor.**

## **12. Seasonal/ Annual Planting**

All seasonal plantings shall be maintained by the contractor in the following manner:

### **A. Soil Bed Preparation**

1. Remove all grass, weeds, stones, and other debris from seasonal color beds.

2. Treat all beds for nematodes with chemicals that have previously been approved by District project representative. Apply according to label directions at 50 pounds per 1000 sq. feet of bed area for each change out of plants.

3. Test soil ph. Soil pH needs to be 5.5 to 7.0, correct with sulfur to lower pH as needed. Amend and add 2-3" a soil potting mix or peat conducive to the species being planted. Then sprinkle entire bed with a controlled release fertilizer i.e., Osmocote (choose a release time that will suit the plant material selected; i.e. 3 months). Thoroughly mix top 6" of the soil in this area. Note: Annual Beds should be bermed up to about 4-6" minimum height. Water with micro-irrigation system only, no overhead watering as it will damage the flowers.

4. Pull weeds by Hand within these, annual / seasonal beds are preferred. A pre-emergent herbicide can be applied after plants are established. A light mulching can be provided but material cannot touch stems of annuals. Depth of mulch should be 1-2" max.

### **B. Planting Details**

(4) Four/ Annual bed plantings are to be done annually for each of the planned locations of the project. Quantity for each location to be field measured and quantity determined by location area and submitted

at time of bid. , Plant material being installed shall be a minimum of 4 " pots/ containers and in a good full plant condition and should be acceptable to the project representative at time of installation. Only One species for each season shall be selected and installed each time. Contractor to ensure he uses the same color for each of the minor entrances, and same color for each of the major entrances (they can be different if desired) shall be provided. Species for each season shall be chosen according to the approved list below or as directed by the CDD as follows:

The December - March planting usually consists of: 4" pots of Cold Season Annuals; one color and type for each planting and shall consist of the following choices and planted according to the plant spacing shown, per planting period;

<u>Plants</u>	<u>Spacing</u>
Pansy's	10-12" o.c. staggered rows (no direct sun)
Petunias	12" o.c.
Phlox	8" o.c. staggered rows
Snapdragon	10" o.c.
Poinsettia's	12-14" o.c.

The April – June planting usually consists of: 4" pots of Warm Season Annuals one color and type for each planting and shall consist of the following choices and planted according to the plant spacing shown, per planting period;

<u>Plants</u>	<u>Spacing</u>
Impatiens	12" o.c. staggered rows (no direct sun)
Wax Begonias	12" o.c. staggered rows (no direct sun)
Dwarf Pentas	18" o.c. staggered rows (hot pink or purple only)
Sweet Alyssum	10-12" o.c. staggered rows
Salvia	8" o.c. staggered rows
Zinnia 'elegans'	12" o.c.

The July – November planting usually consists of: 4" pots of Warm Season Annuals one color and type for each planting and shall consist of the following choices and planted according to the plant spacing shown, per planting period;

<u>Plants</u>	<u>Spacing</u>
Dwarf Pentas	12" o.c. staggered rows (northern lights lavender)
Marigolds	10" o.c.
Coleus 'chocolate mint'	182" o.c. staggered rows (no direct sun)
Crossanda	10" o.c. (no direct sun)

### C. Watering

Watering needs to be performed, as a minimum, as often as turf watering. Monitor for possible additional watering requirements. Frequent times throughout the day for short cycles works best.

Program the irrigation system per plant needs appropriately, if area is on its own zone. Note: Annual Bed Areas should be on their own irrigation zone.

#### H. Mulching

1. After plants are planted maintain a light topping of Flora Mulch if directed by CDD.
2. Just prior to the next seasonal planting, the mulch should be incorporated into the soil.

Additional mulch should then be added (top dressed) immediately following the next planting maintaining the one to two-inch requirement at all times.

#### I. Weeding

Remove all weeds once per week so they do not compete for water and nutrients.

#### J. Manicuring

Begonias, etc. may need to be pinched back to keep them compact and free flowering. Research plant if unknown and monitor for required manicuring needs.

#### K. Insect and Disease Control

Check weekly for insects and possible disease, and follow through with the appropriate treatments for specific needs and plant type.

#### L. Frost Protection

1. It is the responsibility of the Contractor to monitor the weather daily. He will need to insure that they have immediate access to enough protective material to cover all flowers/ bedding area within their contract area and to have that material properly installed prior to a frost event.
2. It will be the responsibility to remove this protective covering immediately following the danger of frost.

In the absence of taking this protective action as climate conditions require, the contractor will be subject to Section 3.28 of the General Conditions.

#### M. Weekly Reports

1. Weekly maintenance reports will be provided to the District.

#### N. Monthly Tour

1. Once a month (time to be determined by district), a tour of the landscape contract area will be performed by the Contractor's superintendent and the District Representative.

- O. 1. Work orders approved by the District to be completed within 7 business days.



# Untitled Map

Write a description for your map.

## Legend

- ? ?
- ? ? A & S Used Auto Parts and Repair
- ? ? Polito Elementary School
- ? ? Parkway Center





## Untitled Map

Write a description for your map.

### Legend



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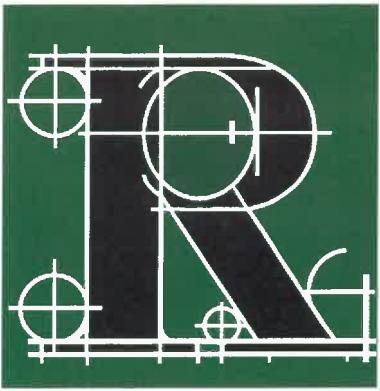
? ? A & S Used Auto Parts and Repair

? ? Ippolito Elementary School

Parkway Center







ATLANTA + CHARLESTON + DESTIN + NASHVILLE + SAVANNAH + TAMPA

## PROPOSAL FOR PARTNERSHIP

### RUSSELL LANDSCAPE PARKWAY CENTER CDD

LANDSCAPE MAINTENANCE SERVICES  
1002 E Shell Point Road Ruskin, FL 33570







ATLANTA \* CHARLESTON \* DESTIN \* NASHVILLE \* SAVANNAH \* TAMPA  
**RUSSELL LANDSCAPE FLORIDA, LLC.**

Office: (770) 446-3552 Fax: (770) 441-9061

September 30, 2021

Re: **PARKWAY CENTER CDD**

Having carefully reviewed **PARKWAY CENTER CDD** we would like to present this proposal to provide maintenance in accordance to the attached contract. Your monthly and annual costs for landscape maintenance of the property are listed below:

<u>Annual Base Maintenance:</u>	<u>\$23,717.00 per month</u>	<u>\$284,610.00 per year</u>
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<u>Annual Base Maintenance:</u>	<u>\$2,485.00 per month</u>	<u>\$29,820.00 per year</u>
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\*Additional Areas\*

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**\*Additional Services\***

Hardwood Mulch	635 cubic yards @ 1 time per year	\$30,974.00
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Annuals	1,240 SQFT @ 4 times per year	\$37,200.00
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**\*Additional Services\* (Additional Areas)**

Hardwood Mulch	22 cubic yards @ 1 time per year	\$1,056.00
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Annuals	70 SQFT @ 4 times per year	\$2,100.00
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Thank you for considering Russell Landscape, LLC as part of your management team.

*Sincerely,*

Tito Caceres

Business Development Manager - [titoc@RussellLandscape.com](mailto:titoc@RussellLandscape.com)

September 29, 2021

RE: Parkway Center CDD – Landscape Maintenance Services

As landscape service provider for the Parkway Center CDD, Russell Landscape's primary objective will be to enhance the experience of all those who encounter the DISTRICT through sound economical delivery of landscape management services and to ensure all residents, guests, and employees return home safely every day. We are well versed in working on similar high profile and expansive sites, clear of the level of expectation, and capable of delivering it. Working in concert with Parkway Center CDD to manage and enhance the grounds through a systematic phased approach will be a principle focus for Russell Landscape. We are prepared to deliver a general outline of our plan and would welcome a chance to present.

Clear communication will be key in the day-to-day management and continual improvement of the DISTRICT's landscapes. Our dedicated account manager will conduct evaluations of the property before and after service, noting any unique landscape maintenance items for completion over the next service as well as any issues with structures, safety, lighting, parking, or anything of note the DISTRICT should be aware of. Any issues will be communicated to DISTRICT management as needed. These evaluations will be key in driving the quality and continual improvement of the DISTRICT's grounds as well as addressing concerns in a timely manner.

As one of the largest family-owned commercial landscape companies in the southeast, we have a vast amount of support available beyond the crews dedicated to the management of the Parkway Center CDD grounds. In the unusual event of severe storm, surprise events, or other unknown need, our staff of over 600 will always be available to get across whatever finish line presents itself. With all the daily challenges the management of the DISTRICT presents, you can feel confident Russell Landscape will assume ownership your grounds as our own. We would be honored to be your partner.

Truly,

Tito Caceres

Business Development Manager

Russell Landscape

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## **COMPANY HISTORY**

Founded in 1987 by Dr. W.E. “Bill” Russell, Russell Landscape is a family owned and managed commercial landscape company. Based in Sugar Hill, Georgia, it has grown to be one of the largest landscape firms in the southeast. Russell Landscape offers a complete scope of diverse landscape services catering to master planned communities, municipalities, community improvement & development districts, commercial buildings, retail centers, schools, homeowners’ associations, and townhome and condominium communities. These services include landscape design and installation, hardscapes, irrigation, maintenance, chemical, and technical services. Russell Landscape has received numerous awards from the Urban Agriculture Council, for projects both installed and maintained. The company has consistently been listed in the Business Chronicle’s best commercial landscape contractors for more than 20 years and is also listed in the Top 60 landscape contractors in the country. Russell Landscape has been fortunate enough to provide maintenance and installation services to numerous master planned communities, corporate campuses and high-profile sites throughout the southeast including the Federation of King’s Point Associations, the SanDestin Owner’s Association, the Gwinnett Place Community Improvement District, The City of Atlanta, the Infinite Energy Center and Arena, Kennesaw State University, and the Hilton Sandestin Beach Golf Resort & Spa, just to name a few.

Russell Landscape produced approximately 43 million dollars in annual landscape revenues in 2020 while providing landscape services to over 1,400 properties. At Russell, we take pride in our work and are committed to providing our customers the highest level of professional, personalized services, available in the industry. Our goal is to create a memorable and impactful environment for all users while ensuring minimal disturbance to users and distraction to our customers. Russell Landscape’s vast support system is populated with highly educated and trained landscape professionals specializing in each facet of our business. The company’s local branch is in Ruskin, FL and in the event additional support is needed, the Savannah, Destin, and 4 Atlanta branches are available at a moment’s notice. We take great pride in the people that represent our company and the approximately 600 Russell Landscape employees have the full support of one of the southeast’s largest family-owned landscape contractors. The company, its ownership, and team of employees have always strived to be good stewards to the community and the environment. Each year Russell Landscape donates a great deal of time and resources to raise funds for different sectors of the community. The company is also highly focused on issues relating to clean water, conservation, and the protection of our environment. We are involved with the U.S. Green Building Council, Urban Agriculture Council, various Water Councils, and the Clean and Beautiful Campaigns. Our ownership and executive team believe these initiatives and affiliations help create a specific company culture in which every employee strives toward the same goal, which translates to delivery of the highest level of service available in the industry.

## **ABOUT OUR TEAM**

**Teddy Russell** is the owner and Chief Executive Officer of Russell Landscape and holds a Bachelor of Business Administration degree from the University of Georgia's Terry College of Business. Teddy's primary role and responsibility is hiring, identifying, and developing his dream team of professionals along with making sure they have the resources necessary to provide the same customer experience that his father demanded since starting the company in 1987. Teddy can be reached via email at [TeddyR@RussellLandscape.com](mailto:TeddyR@RussellLandscape.com) or cell phone at 770-560-2315

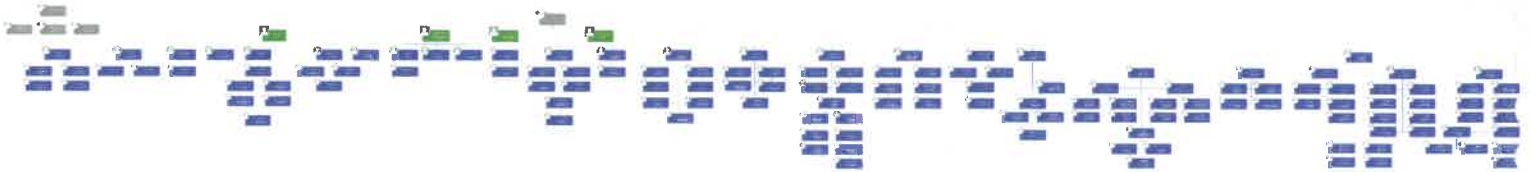
**Hugh Cooper** is the Chief Operating Officer for Russell Landscape and has been a leader in the landscape industry for 25 years. He holds a Bachelor of Science in Landscape Architecture and a minor in Horticulture from the University of Georgia. He is a member of the Turfgrass Association, the Urban Agriculture Council, and the Community Association Institute. Hugh has spent his entire career managing ornamental landscape in the southeast and is a wealth of knowledge that will ensure no pest, disease, or fertility issues go untreated. Hugh will be integrally involved with the service and management of the Parkway Center CDD and is available via e-mail at [HughC@RussellLandscape.com](mailto:HughC@RussellLandscape.com) or cell phone at 678-537-1155.

**Will Dutton** manages our Tampa area operations and will be overseeing the day-to-day management of the Parkway Center CDD. Will's first position held with Russell Landscape was as a laborer on one of our maintenance trucks, but with 20 years of experience under his belt in the commercial landscape management field, he was quickly promoted through the ranks to the management position he holds today. Keeping the client's expectations at the center of his focus while always delivering a quality product has endeared him to his customers and entrenched him a true leader to his crews and peers. Will can be reached via email at [WilliamD@RussellLandscape.com](mailto:WilliamD@RussellLandscape.com) or cell phone at 407-399-8602.

**Oscar Rosales**, Account Manager in our Ruskin, FL branch, will be handling the day-to-day management of the Parkway Center CDD. Oscar has worked in the commercial landscape industry for over 10 years and is well versed in all aspects of landscape management. Oscar is a relatively new addition to the Russell Landscape team with two years of service and exemplifies our dedication to hire the best and brightest in the industry. His experience includes horticulture services, landscape installation, floriculture services, irrigation services, commercial maintenance, and landscape enhancement services. Oscar can be reached via email at [OscarR@RussellLandscape.com](mailto:OscarR@RussellLandscape.com) or cell phone at 813-610-1100.

## **ORGANIZATIONAL CHART:**

The Russell Landscape team is populated with experts in our field and have foundations that match our core values. Each of the individuals on our management team are depicted in the below organizational chart that is illegible at this scale. An expandable version is included with our digital proposal.



## **CORE VALUES:**

1. Faith and Family
2. Heart of Service
3. Integrity
4. Pursuit of Knowledge and Excellence



## **OPERATIONAL PLAN:**

Russell Landscape is well equipped to help and excited about the prospect of becoming a long-term partner of the Parkway Center CDD. Immersing ourselves and our operation in the day-to-day activity, community, and culture, will be a joy.

After carefully measuring all landscape areas that comprise the included scope for the Parkway Center CDD, Russell Landscape has determined the specific number of man hours required to maintain each individual area as well as all areas as whole. Each area was measured to determine the specific turf type and square footage, linear footage of edging, seasonal pruning, and leaf removal time as well as seasonal color, mulch, and pine straw square footage.

**Russell Landscape will utilize a 4-person maintenance crew to manage the grounds of Parkway Center CDD. We plan to operate in 3, 10-hour days, however, should additional service be required, additional crews will be available on Fridays and weekends to address any additional requests or complete any weekly service visit items that were not completed during the regular service visits. The crew will have a complete set of all necessary maintenance equipment; large mowers, push mowers, metal blade edgers, string trimmers, blowers, and backpack sprayers, as well various hand tools such as any necessary pruning equipment, shovels, tarps, rakes, brooms, etc. We've added maps of the service areas by days below.**

All turf, tree, shrub and groundcover fertilization and pesticide applications shall be performed by the dedicated Russell Landscape horticultural services department whose only focus is plant health. These applications will be applied using our logoed spray vehicles and personnel applying both liquid and granular products at the proper rates per material label and under EPA guidelines and restrictions. Russell Landscape currently has 6 employees possessing licenses with the state of Florida to apply pesticides, as well as the necessary licenses from the state to apply as a company.

All Russell Landscape service teams mentioned above will be under the direct supervision of an Account Manager. He will serve as the main point of contact as well as be responsible for the coordination of all activities of Russell Landscape employees managing the landscape for Parkway Center CDD. The Account Manager will in turn report to his Branch Manager and our Chief Operating Officer. Any installation or renovation efforts will be handled by our Vice President of Construction and his group. This team of individuals will work seamlessly to ensure all quality expectations are being met and exceeded. Biographies are above.

Day 1 Service Areas:



**Day 2 Service Areas:**

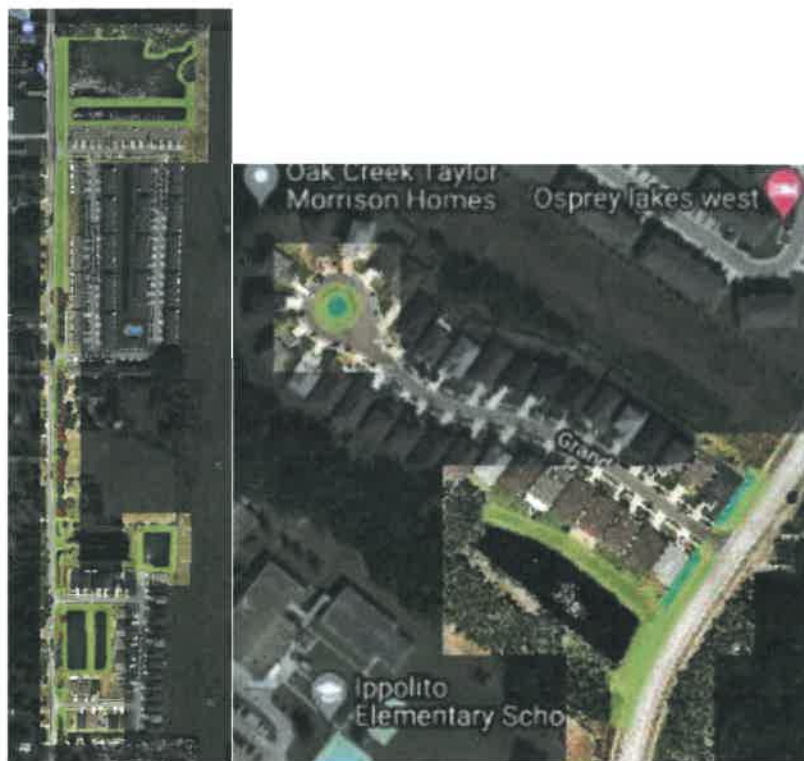




**Day 3 Service Areas:**



**Additional areas to be serviced on Day 3**



## **TRANSITION PLAN:**

### **First 30 Days:**

- ❖ Conduct inspection of service location with Parkway Center CDD's team. Provide typed results of inspection with items to address within the first 30 days by Russell's operational team. Ensure all have a clear understanding of the primary concerns and expectations to ensure site improvement from day one.
- ❖ Obtain soil samples of turf from multiple areas for base line reading of pH and soil needs. Depending on soil test results update our recommended turf program for the coming year. Address any broad leaf weeds and grassy weeds in the turf and establish chemical plan for common areas based on existing stand of turf grass.
- ❖ Inspect planting beds, review mulching schedule, and address bare areas in the planting beds. Establish defined bed lines using bed line trencher and shovels incorporating all-natural areas and bare spots due to tree cover or other natural cause. Identify/address unsightly plants-and make recommendations, remove dying or dead plants and develop a replacement plan for Parkway Center CDD if desired.
- ❖ Seasonal color team to inspect all seasonal color beds, treat insect infested or diseased plants, apply fertilizer, and touch up with fresh mulch. Schedule a meeting with Parkway Center CDD's team to discuss spring color designs and goals for the future.
- ❖ International Society of Arboriculture (ISA) Certified Arborist to conduct a tree inspection, note pruning requirements, insect disease or fertility issues, and make recommendations to address any safety issues. Insure we have building clearance and security lights are not being obstructed by tree limbs.
- ❖ Begin building Integrated Pest Management (IPM) program
- ❖ Provide Parkway Center CDD's leadership with our 24/7 contact information, including cell phone numbers and email addresses for contacting our managers in the event of an emergency.
- ❖ Take pictures of sites to document existing conditions and to demonstrate improvements moving forward.

### **First 60 days:**

- ❖ Conduct our 2<sup>nd</sup> inspection with Parkway Center CDD's team to review prior month's results and insure all items have been addressed. Provide a written report and grade the property from an overall impression to determine focus for next 30 days.
- ❖ Make recommendations with cost estimates for enhancements to Parkway Center CDD's team for budgeting purposes specifically looking for security issues and visual improvement. Intent is to ensure the overall safety and curb appeal of

- the District with an agreed plan for execution with the Parkway Center CDD team.
- ❖ Follow up with our seasonal color designs for next scheduled color install. Seasonal color team to have completed several inspections and treatments by this point. Evaluate progress and make necessary changes in protocol to get results expected.
- ❖ Evaluate turf quality and plant health, related to fertility, insect and disease and overall plant vigor. Make necessary changes to plant healthcare program of Integrated Pest Management (IPM) strategy to maximize plant and turf vigor.
- ❖ Continue to evaluate irrigation systems operational performance. Provide recommendations to adjust systems operations based on input from maintenance team.

**First 90 days:**

- ❖ Conduct our 3rd inspection with the Parkway Center CDD team, review previous property inspection to insure all items have been addressed. Provide property inspection report and grade the property assessment.
- ❖ Monitor success of IPM system and modify as needed to insure plant and turf vigor
- ❖ Seasonal color team to identify any beds in need of rework prior to next change out so we capture as part of the planting for next season



**REFERENCES:**

**Federation of Kings Point – Section 3**

Full-service landscape management of 19 neighborhood associations including 1,400+ homes  
1904 Clubhouse Dr, Sun City Center, FL 33573

Jack Davidson – Federation Board President

256-341-8613

[Jack0511@msn.com](mailto:Jack0511@msn.com)

Bev Weaver – Radison 1 Association President

813-337-8039

[Bw4230@gmail.com](mailto:Bw4230@gmail.com)

Bill Bussen – Southampton 2 Association President

630-306-4298

[bbussen3@yahoo.com](mailto:bbussen3@yahoo.com)

**Sandestin Owner's Association – Letter from end of year one of service**

Approximately 2400 acres of managed landscape area

185 Grand Boulevard, Sandestin, FL 32550  
Rusty Decker, Landscape Committee Chair  
850-424-5955



185 Grand Blvd.  
PO Box 6868 Sandestin, FL 32550  
[www.sandestinowners.com](http://www.sandestinowners.com)

November 16, 2012

Russell Landscape Group, Inc.  
Attn: Mr. Lee Padgett

Re: Performance Review

Dear Lee,

On behalf of the SOA Landscaping Committee and the Board of Directors, I would like to share our opinion of where we are with Russell Landscaping as we draw to a close of our first year of working together.

Given the less than ideal condition in which the property was transferred into your care, the most unusual winter, and the abnormally wet summer, all of us feel that we're off to a tremendous start. The property hasn't looked this good in several years.

While we are pleased to have achieved the savings that hiring Russell promised, I believe the biggest benefit that you have brought to the SOA is your solution based method of doing business. It has been a refreshing change to have fellow members remark about how nice the resort looks, instead of complaining about the landscaping.

We all look forward to the next four years – keep up the good work.

Please feel free to share these comments with everyone at Russell Landscape, as well as any business prospects you care to.

Sincerely,

A handwritten signature in black ink, appearing to read "Rusty Decker", written over a horizontal line.

Rusty Decker  
SOA Board Member  
Landscape Committee Chairman

Communications: 850.424.5955  
Customer Service: 850.424.5950  
ARB Administrator: 850.424.5930  
Accounting: 850.424.5940  
Security: 850.424.5933

Communications Fax: 850.424.5963  
Customer Service Fax: 850.424.5963  
ARB Fax: 850.424.5965  
Accounting Fax: 850.424.5964  
Security Fax: 850.424.5963

**Sandestin Owner's Association – Letter from end of 2018 year of service**

Approximately 2400 acres of managed landscape area

185 Grand Boulevard, Sandestin, FL 32550  
Kyle Ray, Director of Property Services  
850-424-5955



185 Grand Blvd.  
PO Box 6868 Sandestin, FL 32550  
T. 850.424.5960 | F. 850.424.5963  
www.sandestinowners.com  
January 3, 2018

Russell Landscape Group, Inc.  
Attn: Mr. Teddy Russell

Re: New Year

Dear Teddy,

The end of 2017 marked the sixth year of Russell Landscaping working in Sandestin. I wanted to let you know that in my twenty plus years with Sandestin, your company has been the most pleasurable to do business with. Russell Landscaping has given us top notch service at a very competitive price.

As you know, we have had much experience with nationwide landscaping firms and I have found that the family run nature of Russell Landscaping has been a most positive change. Your managers are all good at what they do and all show a positive attitude towards their work. I believe that speaks volumes to the type of culture you have in your business.

I also wanted to express my thanks for all the help that Russell Landscaping provided to us during this year's busy hurricane season. Our brushes with several of the tropical systems left quite a mess for your crews. Each time we got grazed, your guys came in like gangbusters and had everything cleaned up in rapid fashion. They also provided much appreciated assistance during our trouble with salt water getting into our irrigation ponds.

You have a great company and a great team; please keep up the good work.

Best regards,

Kyle Ray  
Director of Property Services



**Infinite Energy Center**

Approximately 90 acres of managed landscape area

Service Time: 2001 - Present

6400 Sugarloaf Parkway, Duluth, GA 30097

Ron Jackson, Assistant General Manager

[RJackson@infiniteenergycenter.com](mailto:RJackson@infiniteenergycenter.com)

770-853-7500

*"Russell Landscape is one of the most dedicated and reliable service providers I contract with at The Infinite Energy Center. Our grounds of nearly 90 acres are immaculate and they do a fantastic job for us throughout the year. They have been providing landscape services for the Infinite Energy Center Complex since day 1 over 20 years ago. Not only is their team here on the ground excellent, the support we get from our account manager is outstanding with quick responses to special needs and questions. Finally, they are extremely active in the community and a huge supporter of the arts and entertainment industry and are active in charitable work throughout Gwinnett County. I cannot recommend them highly enough. They are a fantastic partner of the Infinite Energy Center and would make a great partner for your organization."*

**Hamilton Mill Community Association**

Master planned community association with 27 managed subdivisions and 2200 homes

Service Time: 2010 - Present

1669 Hamilton Mill Pkwy, Dacula, GA 30019

Maureen Murphy, Onsite Association Manager

[maureen@shabenandassociates.com](mailto:maureen@shabenandassociates.com)

678-546-3737

*"I have greatly enjoyed working with Russell Landscape at my community. Our Account Manager is always quick to respond to any request. He is also very good at bringing solutions to issues that we may have, sometimes even before I am aware that there is a concern. I am constantly hearing what a beautiful community Hamilton Mill is and I know that is because of the time and pride that the Account Manager and his crew put into their work."*

### **SIMILAR COMMUNITIES LIST**

**\*\*\*The following is not an all-inclusive list, but all have a similar annual contract value to the Parkway Center CDD, are similar product types, and is intended to verify our qualification\*\*\***

1. The Federation of Kings Point Associations – Section 3 – 2.5 years – Current
2. The Sandestin Owners Association – 8 years – Current
3. The Turnberry Owners Association – 6 years – Current
4. The Hamilton Mill Homeowners Association – 10 years – Current
5. The Windermere Homeowners Association – 10 years – Current
6. The Ridge Homeowners Association – 3 years – Current
7. The River Club Homeowners Association – 3 years – Current
8. The Bridgetown Owners Association – 3 years – Current
9. The White Columns Owners Association – 2 years - Current
10. The Cumberland Community Improvement District – 10 years – Not Current
11. The Gwinnett Place Community Improvement District – 12 years – Current
12. The Aerotropolis Community Improvement Districts – 4 years – Not Current
13. The North Fulton Community Improvement District – 8 years – Current
14. The Sugarloaf Community Improvement District – 3 years – Current
15. The Evermore Community Improvement District – 6 years – Current
16. The Metro South Community Improvement District – 2 years – Current
17. The Upper Westside Community Improvement District – 3 years – Not current
18. The City of Atlanta – 4 years – Current
19. The City of Chamblee – 3 years – Current
20. The City of Lawrenceville – 7 years – Current

### **DESIGN CAPABILITIES:**

The Russell Landscape design department is dedicated to renovation and long-term master planning for our existing customer base. These services are typically provided at no charge to our maintenance customers as an added value to our partnership. The seamless process from design, to implementation, to maintenance allows us to move quickly, warranty all material, and provide the best solutions and highest level of quality to our partners. The Russell Landscape design department is currently staffed with 6 degreed landscape architects and led by Scott Tanner who is a registered Landscape Architect in Florida, Georgia, Tennessee, and South Carolina. Our team is capable of managing any project of any size from cradle to grave.

### **SEASONAL COLOR:**

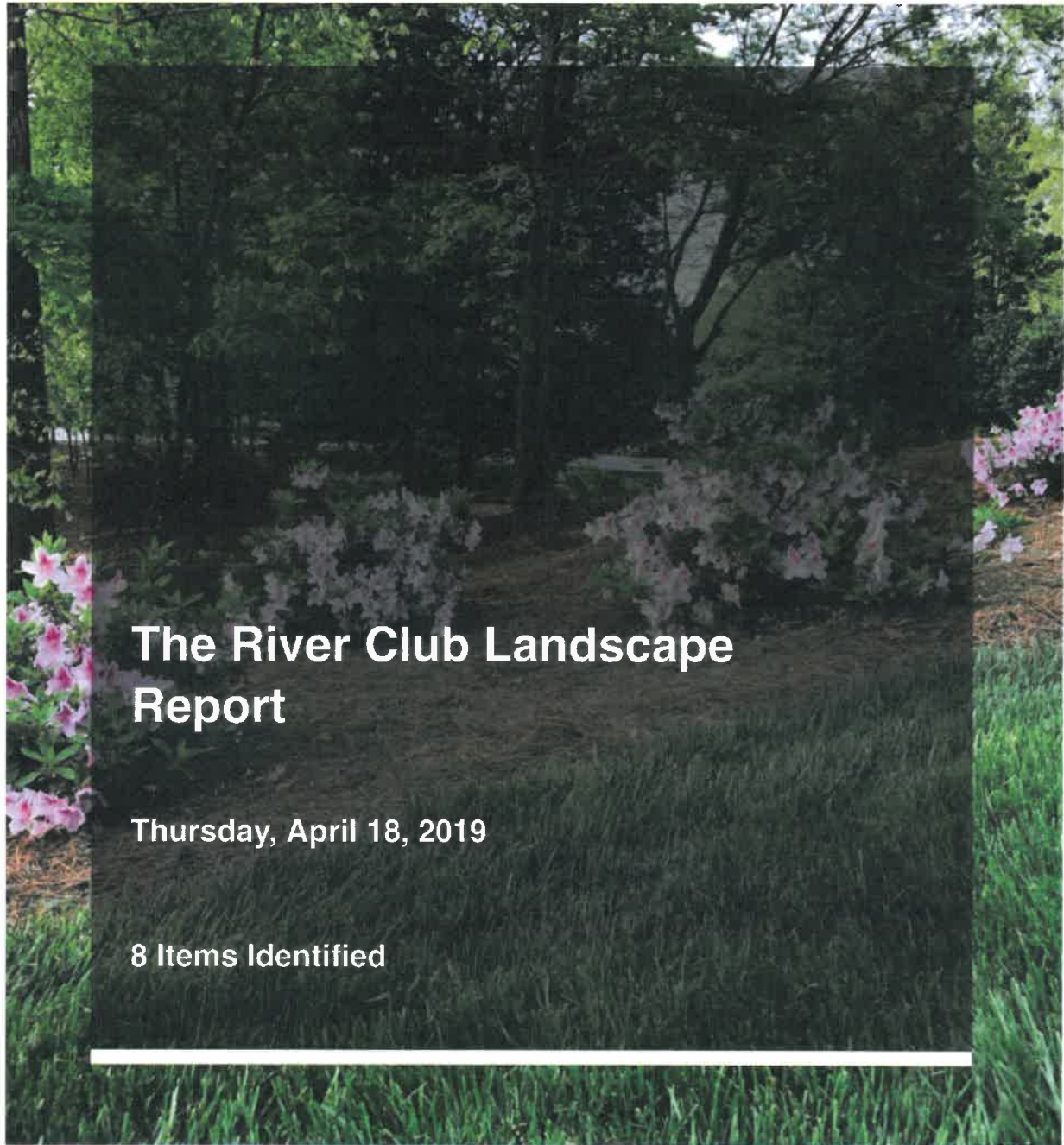
Seasonal color design, installation, and maintenance are paramount to establishing the identity and distinction of all properties. At Russell Landscape we take this to heart and dedicate the necessary resources to ensure seamless communication through the design and installation process and methodically execute our well-honed maintenance and fertilization plan throughout the season to ensure our customers always look their best. Our full-time flower designer will set up a consultation prior to each seasonal rotation to discuss vision, theme, likes, dislikes, successes, and misses from previous years prior to generation of designs. A design will be drawn for each bed, once complete, a follow up meeting will be scheduled to review. After any necessary revisions and receiving final approval, our dedicated seasonal color crews will handle the installation. After installation, the care of the flowers is now in the hands of our specialized seasonal color management crews along with the oversight of our regular maintenance crews, supervisors, area managers, and executive team. A rigid fertilization schedule and bi-weekly maintenance visits to remove spent blooms, groom accent plants, remove any volunteer growth, and touch up mulch will ensure our success in presenting the best product available in the industry.



### **REPORTS AND ACCOUNTABILITY:**

At Russell Landscape, we strive to provide both the highest level of available quality and customer service. To that end, we have several internal protocols in place to keep lines of communication open and keep the service level at its highest. We will conduct a monthly walk of the property with the property manager to evaluate the current condition of the grounds, look at possible enhancement projects, ensure any prior requests have been completed, and hopefully eliminate as many surprises as possible. A written report with photographs will be generated from the walk and distributed to the property manager that will serve as our marching orders for the next 30 days and can be used internally by the property manager to update property owners, tenants, and superiors on current conditions and upcoming plans. A sample of this report is below. Additionally, we conduct periodic internal scoring of each property that we then use to evaluate our teams, managers, and crew leaders. These scores are then used as teaching and motivational tools to inspire competition among our teams and give opportunities to celebrate successes. Between these two reporting methods, we ensure several sets of eyes are on each property monthly, proactive solutions are delivered quickly for any emerging issues, and consistent communication is achieved.

**SAMPLE MONTHLY REPORT:**





Item 1  
Whitestone Way and Middle Fork Trail -  
Turf overall looks great.

Discuss with crew to fully remove grass  
clippings during cleanup.



Item 2  
Whitestone Way - Remove woody  
volunteers and control crack weeds.



Item 3  
Lochsa Lane - Start discussion to remove  
lower limbs that are unsightly. One option  
would be to continue Viburnum on  
opposite side of fence as a screen for  
Moore Rd.







Item 4

Moore Rd Entrance - Review azaleas that are defoliated and determine if these should be replaced.



Item 5

Moore Rd - Remove general fallen limbs along natural area along sidewalk.



Item 6

Moore Rd - Continue to control and eradicate Wisteria vines.



Item 7

Moore Rd - Control weeds populating in ground-cover with selective herbicide.

Item 8

April Checklist

- + Apply fertilizer to Bermuda grass & Zoysia grass
- + Apply weed control to turf
- + Prune new growth on shrubs (as needed)
- + Start-up irrigation systems
- + Inspect trees, turf, shrubs for insects & disease, treat as needed
- + Start spring flower installation
- + Apply pre-emergent herbicide to Fescue in late April

Brandon Thomas

Russell Landscape

### **EQUIPMENT LIST:**

The following equipment and tools are available for utilization in the management of the Parkway Center CDD grounds

- eXmark 96-inch riding mowers
- eXmark 60-inch walk-behind mowers
- eXmark 48-inch walk-behind mowers
- eXmark 21-inch push mowers
- Stihl backpack blowers
- Stihl backpack sprayers
- Stihl weed-eaters
- Stihl stick edgers
- Stihl hedge trimmers
- Stihl gas shears
- Stihl pole chainsaws
- Stihl 21" chainsaws
- Honda pressure washer
- Ventrac aerator
- Little Wonder Street blower
- Isuzu 1-ton trucks with 600-gallon spray rigs
- Isuzu 1-ton equipment trucks
- Bed-trenching machine
- Assorted hand tools, shovels, rakes, ladders, etc.



## **SAFETY**

Russell Landscape has a moral and business obligation to provide a safe work environment for its employees, subcontractors, and the public. It is, therefore, the company's policy to abide by the Occupational Safety and Health Standards and to initiate and maintain appropriate practices that promote safety in the work environment.

All of our employees and subcontractors are required to attend a weekly safety program. All employees and Subcontractors are also given a company Safety Manual as well as Company Safety Rules upon hire, for their review and signature. These items include, but are not limited to:

- Safety Acknowledgement Form
- Highway Right of Way Safety Training
- Construction Jobsite Safety Rules
- Substance Abuse Policy
- Hazard Communication/ MSDS
- Regular Safety Training
- Fire Extinguisher Safety
- Fall Protection Safety
- Lawn Maintenance Safety
- Emergency Planning
- Ladder Safety
- Housekeeping/ Clean-up
- Electrical Safety
- Excavation and Trenching Safety
- Crane and Rigging Safety
- Vehicle Safety
- Accident Reporting

In addition, all employees are required to wear official Russell Landscape work shirts, khaki work pants, hard toe boots, yellow reflective logoed safety vests, and all appropriate PPE (Personal Protective Equipment) as determined by job specifics.

## **HIRING AND TRAINING PROCEDURES**

### **A. Hiring and Training Procedures**

#### **a. New Hire Procedure**

Once a potential candidate has expressed interest in working for Russell Landscape an application is completed and submitted to our Human Resources Manager and an interview is scheduled with the appropriate Branch or Account Manager. After an interview has been conducted and a job offer is extended and accepted, a Russell landscape hire packet is completed by the employee. This packet includes the following:

- i. All required state and federal tax documentation
- ii. I-9 employment eligibility paperwork and documentation
- iii. Drug screening consent
- iv. Background check consent
- v. Personal Protection Equipment Contract
- vi. Russell Landscape Safety Contract

#### **b. Team Member Training**

Russell Landscape prides itself on having the most qualified and well-trained staff of professional men and women in the industry. All Russell Landscape employees are required to complete a series of training programs at different milestones of their tenure starting from the very first day of employment and continuing throughout their careers with Russell.

#### **Initial Training:**

New employees are teamed with experienced Training Crew Leaders for their first 30 days of employment, regardless of their previous experience. During this initial period, newly hired individuals will be evaluated and taught the skillsets necessary to deliver Russell quality service. This includes but is not limited to:

- i. Proper use of safety equipment
- ii. Handling and usage of stick equipment such as edgers and weed eaters
- iii. Handling and usage of mowing equipment
- iv. Handling and usage of blowers
- v. Handling, storage and use of common herbicides and pesticides
- vi. Plant and turf identification
- vii. Proper pruning technique for the most common plant species

Once a newly hired team member has demonstrated proficiency in these areas he or she is then assigned to a permanent crew.

Ongoing Training:

All team members are required to participate in ongoing training programs that focus on particular areas of landscape maintenance such as but not limited to:

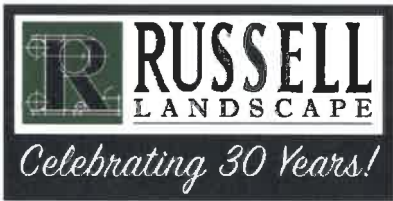
- i. Advanced pruning techniques
- ii. Turf, shrub and plant disease and stress identification
- iii. Advanced pesticide, herbicide, and fungicide use
- iv. First-aid and CPR

On Site Training:

Every property is different, and all Russell employees understand the importance of personalized service. Prior to any crew commencing service on any property of any kind, a thorough walk of the property is performed with the Crew Leader and the Account manager where all areas of special interest or special instructions are identified. The first 30 days of service on all new properties are governed by a specific set of guidelines pertaining to maintenance, irrigation, herbicide, pesticide, and fertilizer applications. Account Managers, Property Managers and Crew Leaders will be in very close contact to ensure that all obligations and expectations are met and exceeded.



**MAINTENANCE PERSONNEL UNIFORMS**



**Official Maintenance Crew Uniform**





# CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)  
7/2/2021

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

<b>PRODUCER</b> Yates Insurance Agency 2800 Century Parkway NE Suite 300 Atlanta GA 30345		<b>CONTACT</b> NAME: PHONE (A/C No.): 404-633-4321 FAX (A/C No.): 404-633-1312 E-MAIL: certs@yatesins.com ADDRESS:															
<b>INSURED</b> Russell Landscape Florida, LLC 1002 East Shell Point Rd Ruskin FL 33570		<b>INSURER(S) AFFORDING COVERAGE</b> <table border="1"> <tr> <th>INSURER A:</th> <th>NAIC #</th> </tr> <tr> <td>Old Republic Insurance Company</td> <td>24147</td> </tr> <tr> <td>Nautilus Insurance Company</td> <td>17370</td> </tr> <tr> <td>Amerisure Insurance Company</td> <td>19486</td> </tr> <tr> <td>Amerisure Mutual Insurance Company</td> <td>23396</td> </tr> <tr> <td>INSURER E:</td> <td></td> </tr> <tr> <td>INSURER F:</td> <td></td> </tr> </table>		INSURER A:	NAIC #	Old Republic Insurance Company	24147	Nautilus Insurance Company	17370	Amerisure Insurance Company	19486	Amerisure Mutual Insurance Company	23396	INSURER E:		INSURER F:	
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INSURER F:																	

COVERAGES		CERTIFICATE NUMBER: 1184911181		REVISION NUMBER:		
THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.						
ITEM #	TYPE OF INSURANCE	ADDL. INSR. END. NO.	POLICY NUMBER	POLICY EFF. (MM/DD/YYYY)	POLICY EXP. (MM/DD/YYYY)	LIMITS
C	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR  GEN'L AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input checked="" type="checkbox"/> PROJECT <input checked="" type="checkbox"/> LOC. <input type="checkbox"/> OTHER		CPFP21180010001	7/1/2021	7/1/2022	EACH OCCURRENCE \$1,000,000 DAMAGE TO RENTED PREMISES (Per occurrence) \$1,000,000 MED EXP (Any one person) \$10,000 PERSONAL & ADV INJURY \$1,000,000 GENERAL AGGREGATE \$2,000,000 PRODUCTS - COMPROP AGG \$2,000,000 \$
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D	<input checked="" type="checkbox"/> UMBRELLA LMS <input checked="" type="checkbox"/> EXCESS LMS <input type="checkbox"/> RETENTION \$10,000		CU21180020002	7/1/2021	7/1/2022	EACH OCCURRENCE \$5,000,000 AGGREGATE \$5,000,000 \$
A	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/BOARDER/CLERICAL (Mandatory in RW) If yes, describe order DESCRIPTION OF OPERATIONS below	Y/N N/A	MWCS1401321	7/1/2021	7/1/2022	<input checked="" type="checkbox"/> PER STATUTE <input type="checkbox"/> OTHER E.L. EACH ACCIDENT \$1,000,000 E.L. DISEASE - EA EMPLOYEE \$1,000,000 E.L. DISEASE - POLICY LIMIT \$1,000,000
B	<input checked="" type="checkbox"/> Professional Liability <input type="checkbox"/> Publisher Liability		CFP202453614 CFP202453614	7/1/2021 7/1/2021	7/1/2022 7/1/2022	\$1,000,000 Occ \$1,000,000 Occ \$2,000,000 Agg \$2,000,000 Agg
DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required) Subject to policy terms, conditions, forms and exclusions, the insurance coverage afforded by the policies above include the following when required by written contract for the certificate holder and/or entities listed below: Blanket Additional Insured in regards to General Liability for ongoing and completed operations, Leased/Rented Equipment, Owner, Lessor or Manager of Premises, Automobile Liability and Umbrella Liability; Blanket Primary & Noncontributory in regards to General Liability, Automobile Liability and Umbrella Liability; Blanket Waiver of Subrogation in regards to General Liability, Automobile Liability, Workers Compensation and Umbrella Liability. Per Project Aggregate and Per Location Aggregate applies to the General Liability.						
FORMS: CG7046 10/15 - Contractor's Blanket Additional Insured Endorsement - Form A. See Attached...						

CERTIFICATE HOLDER	CANCELLATION
Lakewood Ranch CDD 8175 Lakewood Ranch Boulevard Lakewood Ranch FL 34202	SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.  AUTHORIZED SIGNATURE 

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ACORD 25 (2016/03)

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AGENCY CUSTOMER ID: RUSSCO01-C	
LOC #: _____	
<b>ADDITIONAL REMARKS SCHEDULE</b> <span style="float: right;">Page <u>1</u> of <u>1</u></span>	
AGENCY Yates Insurance Agency  POLICY NUMBER  CARRIER	NAMED INSURED Russell Landscape Florida, LLC 1002 East Shell Point Rd Ruskin FL 33570  NAIC CODE  EFFECTIVE DATE:
<b>ADDITIONAL REMARKS</b> THIS ADDITIONAL REMARKS FORM IS A SCHEDULE TO ACORD FORM, FORM NUMBER: <u>25</u> FORM TITLE: <u>CERTIFICATE OF LIABILITY INSURANCE</u> CG7049 04/17 - Contractors General Liability Extension Endorsement CA7115 11/09 - Advantage Commercial Automobile Broad Form Endorsement CA7165 09/11 - Designated Insured-Primary Non-Contributory Coverage When Required by Insured Contract or Cert CU057102 04/14 - Schedule of Underlying Insurance CU7487 11/07 - Blanket Additional Insured - Primary/Non-Contributory Coverage CU2403 09/00 - Waiver Of Transfer Of Rights Of Recovery Against Others To Us WC000313 04/84 - Waiver of Our Right to Recover from Others Endorsement  Entity: Lakewood Ranch CDD	

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<p><b>Form W-9</b> (Rev. October 2018) Department of the Treasury Internal Revenue Service</p>	<p><b>Request for Taxpayer Identification Number and Certification</b></p> <p>Go to <a href="http://www.irs.gov/FormW9">www.irs.gov/FormW9</a> for instructions and the latest information.</p>	<p><b>Give Form to the requester. Do not send to the IRS.</b></p>																																													
<p>1 Name (as shown on your income tax return). Name is required on this line; do not leave this line blank.</p> <p><b>Russell Landscape Florida, LLC</b></p>																																															
<p>2 Business name/disregarded entity name, if different from above</p>																																															
<p>Print or type See specific instructions on page 3.</p>	<p>3 Check appropriate box for federal tax classification of the person whose name is entered on line 1. Check only one of the following seven boxes.</p> <p><input type="checkbox"/> Individual/sole proprietor or single-member LLC    <input type="checkbox"/> C Corporation    <input type="checkbox"/> S Corporation    <input type="checkbox"/> Partnership    <input type="checkbox"/> Trust/estate</p> <p><input checked="" type="checkbox"/> Limited liability company. Enter the tax classification (C=C corporation, S=S corporation, P=Partnership) <b>P</b></p> <p><small>Note: Check the appropriate box in the line above for the tax classification of the single-member owner. Do not check LLC if the LLC is classified as a single-member LLC that is disregarded from the owner unless the owner of the LLC is another LLC that is not disregarded from the owner for U.S. federal tax purposes. Otherwise, a single-member LLC that is disregarded from the owner should check the appropriate box for the tax classification of its owner.</small></p> <p><input type="checkbox"/> Other (see instructions) <b>&gt;</b></p>																																														
	<p>4 Exemptions (codes apply only to certain entities, not individuals; see instructions on page 3):</p> <p>Exempt payee code (if any) _____</p> <p>Exemption from FATCA reporting code (if any) _____</p> <p><small>(Applies to accounts maintained outside the U.S.)</small></p>																																														
	<p>5 Address (number, street, and apt. or suite no.) See instructions.</p> <p><b>PO BOX 63104</b></p>																																														
	<p>6 City, state, and ZIP code</p> <p><b>CHARLOTTE, NC 28263-3104</b></p>																																														
<p>7 List account number(s) here (optional)</p>																																															
<p><b>Part I Taxpayer Identification Number (TIN)</b></p> <p>Enter your TIN in the appropriate box. The TIN provided must match the name given on line 1 to avoid backup withholding. For individuals, this is generally your social security number (SSN). However, for a resident alien, sole proprietor, or disregarded entity, see the instructions for Part I, later. For other entities, it is your employer identification number (EIN). If you do not have a number, see <i>How to get a TIN</i>, later.</p> <p><small>Note: If the account is in more than one name, see the instructions for line 1. Also see <i>What Name and Number To Give the Requester</i> for guidelines on whose number to enter.</small></p> <table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td colspan="9" style="text-align: center;"><b>Social security number</b></td> </tr> <tr> <td style="width: 10%;"> </td><td style="width: 10%;"> </td><td style="width: 10%;"> </td><td style="width: 10%;"> </td><td style="width: 10%;"> </td><td style="width: 10%;"> </td><td style="width: 10%;"> </td><td style="width: 10%;"> </td><td style="width: 10%;"> </td> </tr> <tr> <td colspan="9" style="text-align: center;"><b>OR</b></td> </tr> <tr> <td colspan="9" style="text-align: center;"><b>Employer identification number</b></td> </tr> <tr> <td style="width: 10%;">4</td><td style="width: 10%;">5</td><td style="width: 10%;"> </td><td style="width: 10%;">3</td><td style="width: 10%;">6</td><td style="width: 10%;">9</td><td style="width: 10%;">3</td><td style="width: 10%;">5</td><td style="width: 10%;">2 7</td> </tr> </table>			<b>Social security number</b>																		<b>OR</b>									<b>Employer identification number</b>									4	5		3	6	9	3	5	2 7
<b>Social security number</b>																																															
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4	5		3	6	9	3	5	2 7																																							
<p><b>Part II Certification</b></p> <p>Under penalties of perjury, I certify that:</p> <ol style="list-style-type: none"> <li>The number shown on this form is my correct taxpayer identification number (or I am waiting for a number to be issued to me); and</li> <li>I am not subject to backup withholding because: (a) I am exempt from backup withholding, or (b) I have not been notified by the Internal Revenue Service (IRS) that I am subject to backup withholding as a result of a failure to report all interest or dividends, or (c) the IRS has notified me that I am no longer subject to backup withholding; and</li> <li>I am a U.S. citizen or other U.S. person (defined below); and</li> <li>The FATCA code(s) entered on this form (if any) indicating that I am exempt from FATCA reporting is correct.</li> </ol> <p><small>Certification instructions. You must cross out item 2 above if you have been notified by the IRS that you are currently subject to backup withholding because you have failed to report all interest and dividends on your tax return. For real estate transactions, item 2 does not apply. For mortgage interest paid, acquisition or abandonment of secured property, cancellation of debt, contributions to an individual retirement arrangement (IRA), and generally, payments other than interest and dividends, you are not required to sign the certification, but you must provide your correct TIN. See the instructions for Part II, later.</small></p>																																															
<p><b>Sign Here</b></p>	<p>Signature of U.S. person <b>Russell Knight</b></p> <p>Date <b>4/21/2020</b></p>																																														
<p><b>General Instructions</b></p> <p>Section references are to the Internal Revenue Code unless otherwise noted.</p> <p><b>Future developments.</b> For the latest information about developments related to Form W-9 and its instructions, such as legislation enacted after they were published, go to <a href="http://www.irs.gov/FormW9">www.irs.gov/FormW9</a>.</p> <p><b>Purpose of Form</b></p> <p>An individual or entity (Form W-9 requester) who is required to file an information return with the IRS must obtain your correct taxpayer identification number (TIN) which may be your social security number (SSN), individual taxpayer identification number (ITIN), adoption taxpayer identification number (ATIN), or employer identification number (EIN), to report on an information return the amount paid to you, or other amount reportable on an information return. Examples of information returns include, but are not limited to, the following:</p> <ul style="list-style-type: none"> <li>Form 1099-DIV (dividends, including those from stocks or mutual funds)</li> <li>Form 1099-MISC (various types of income, prizes, awards, or gross proceeds)</li> <li>Form 1099-B (stock or mutual fund sales and certain other transactions by brokers)</li> <li>Form 1099-S (proceeds from real estate transactions)</li> <li>Form 1099-K (merchant card and third party network transactions)</li> <li>Form 1099-I (income mortgage interest), 1099-E (student loan interest), 1099-T (tuition)</li> <li>Form 1099-C (canceled debt)</li> <li>Form 1099-A (acquisition or abandonment of secured property)</li> </ul> <p>Use Form W-9 only if you are a U.S. person (including a resident alien), to provide your correct TIN.</p> <p><i>If you do not return Form W-9 to the requester with a TIN, you might be subject to backup withholding. See What is backup withholding, later.</i></p>																																															

Russell Landscape

STATE OF FLORIDA  
Department of Agriculture and Consumer Services  
BUREAU OF LICENSING AND ENFORCEMENT

Date: September 28, 2020 File No. JB289109 Expires August 31, 2021

THE PEST CONTROL COMPANY FIRM NAMED BELOW HAS  
REGISTERED UNDER THE PROVISIONS OF CHAPTER 482 FOR THE  
PERIOD EXPIRING August 31, 2021 AT

1002 EAST SHELL POINT RD  
BLISKIN, FL 33570

RUSSELL LANDSCAPE FLORIDA LLC  
4300 WOODWARD WAY  
SUGAR HILL, GA 30518

Lawn and Ornamental

*Nicole Fried*  
NICOLE "NIKKI" FRIED, COMMISSIONER

## *State of Florida Department of State*

I certify from the records of this office that RUSSELL LANDSCAPE FLORIDA, LLC is a limited liability company organized under the laws of the State of Florida, filed on October 27, 2011, effective October 27, 2011.

The document number of this limited liability company is L11000122917.

I further certify that said limited liability company has paid all fees due this office through December 31, 2021, that its most recent annual report was filed on January 18, 2021, and that its status is active.

*Given under my hand and the  
Great Seal of the State of Florida  
at Tallahassee, the Capital, this  
the Eighteenth day of January,  
2021*



*Randy Be*  
**Secretary of State**

Tracking Number: 0920938889CC

To authenticate this certificate, visit the following site, enter this number, and then follow the instructions displayed.

<https://services.sunbiz.org/Fillings/CertificateOfStatus/CertificateAuthentication>





## Department of Environmental Protection

2600 Blair Stone Road, M.S. 3570  
Tallahassee, Florida 32399-2400



GI-BMP Trainee ID: GV915774  
Certification date: 2/3/2021

Congratulations on successfully completing the Florida Green Industries Best Management Practices Training Program. Your certificate of completion and wallet card are attached. If there are errors in the certificate, or if we can be of further assistance, please contact the GI-BMP Office of the UF/IFAS Florida-Friendly Landscaping™ Program at [gi.bmp@ifas.ufl.edu](mailto:gi.bmp@ifas.ufl.edu) or (352) 273-4517.

Please note that this training certificate alone does not authorize you to apply fertilizer commercially. You must take additional steps to become licensed for commercial fertilizer application in the state of Florida. The Limited Urban Commercial Fertilizer Applicator Certification (state "fertilizer license") is issued by the Florida Department of Agriculture and Consumer Services (FDACS).

Apply online: <https://aescomm.freshfromflorida.com>. The certificate number from this document is required to apply for Fertilizer Applicator Certification. For assistance contact: The Bureau of Licensing and Enforcement, (850) 617-7997

If your test score is 90% or greater, you may be eligible to become a GI-BMP Instructor:  
[http://fl.ifas.ufl.edu/professionals/instructor\\_program.html](http://fl.ifas.ufl.edu/professionals/instructor_program.html)

**Test Score: 85%**

State of Florida  
DEPARTMENT OF  
ENVIRONMENTAL PROTECTION

**William Henry Dutton III**

**William Henry Dutton III**

GV915774-1



Certificate #

GV915774

Trainee ID #

**GREEN INDUSTRIES BEST MANAGEMENT PRACTICES  
TRAINING PROGRAM**



<h1>Certificate of Completion</h1>			
<b>WILLIAM DUTTON</b>			
<b>Has Completed a Florida Department of Transportation Approved Temporary Traffic Control (TTC) Intermediate Course.</b>			
<u>04/09/2025</u>	<u>110</u>	<u>Jack Luckhardt</u>	<u>72378</u>
Date Expires	FDOT Provider #	Instructor	Certificate #
	IOA Risk Services 1855 W State Rd 434 Longwood, FL 32750 <a href="http://www.safetylinks.net">www.safetylinks.net</a> <a href="mailto:cassandra.hinds@ioausa.com">cassandra.hinds@ioausa.com</a>		 For more Information about Temporary Traffic Control (TTC) or to verify this certificate <a href="http://www.motadmin.com">www.motadmin.com</a>



**FNGLA Certificate of Completion**

for

**William Dutton**

For Completion of

**FCHP Practice Test Central Florida**

Completed: 2/12/2021

A handwritten signature in black ink, appearing to read 'Henry Holt', is positioned above the title of the official.

FNGLA Director of Industry Certifications

STATE OF FLORIDA Department of Agriculture and Consumer Services BUREAU OF LICENSING AND ENFORCEMENT		
Date	File No.	Expires
September 25, 2020	JE289164	August 31, 2021
THE ID CARD HOLDER NAMED BELOW HAS REGISTERED UNDER THE PROVISIONS OF CHAPTER 482 FOR THE PERIOD EXPIRING: August 31, 2021		
AT		
RUSSELL LANDSCAPE FLORIDA LLC RUSKIN, FL 33570		
Regular		
WILLIAM HENRY DUTTON RUSSELL LANDSCAPE FLORIDA LLC 4300 WOODWARD WAY SUGAR HILL, GA 30518		
A handwritten signature in black ink, appearing to read 'nicole fried', is positioned above the printed name of the Commissioner.		
NICOLE "NIKKI" FRIED, COMMISSIONER		



STATE OF FLORIDA Department of Agriculture and Consumer Services BUREAU OF LICENSING AND ENFORCEMENT		
Date July 9, 2021	File No. JF231582	Expires June 1, 2022
THE CERTIFIED PEST CONTROL OPERATOR NAMED BELOW HAS REGISTERED UNDER THE PROVISIONS OF CHAPTER 482 FOR THE PERIOD EXPIRING: June 1, 2022		
GREG SEAN PITTMAN 14105 INDIGO RIDGE LN LITHIA, FL 33547		Lawn and Ornamental
<i>Nicole Fried</i> NICOLE "NIKKI" FRIED, COMMISSIONER		

STATE OF FLORIDA Department of Agriculture and Consumer Services BUREAU OF LICENSING AND ENFORCEMENT	
GREG SEAN PITTMAN CERTIFIED PEST CONTROL OPERATOR	
JF231582	
HAS PAID THE FEE REQUIRED BY CHAPTER 482 FOR THE PERIOD EXPIRING June 1, 2022	
<i>Nicole Fried</i> COMMISSIONER	Signature
Wallet Card Wallet Card - Fold Here	
BUREAU OF LICENSING & ENFORCEMENT 3125 CONNER BLVD, BLDG 8 TALLAHASSEE, FLORIDA 32399-1650	



ATLANTA ~ TAMPA ~ CHARLESTON ~ DESTIN ~ HILTON HEAD ~ NASHVILLE ~ SAVANNAH

## RUSSELL LANDSCAPE FLORIDA CONTRACT

Office (850) 622-1381 Fax (866) 476-2144

Russell Landscape Group hereafter referred to as Contractor, contracts with the property owner / representative for PARKWAY CENTER CDD, hereafter referred to as Property, to perform the following landscape services in the city of Riverview, FL.

### I. TURF MAINTENANCE

1. Mowing of all turf areas will be completed weekly during the peak growing season. During the remainder of the year, mowing will be completed as needed to maintain a neat and clean appearance. Any clippings as a result of mowing or trimming will be removed from paved areas during each service visit.
2. All turf areas will be trimmed with string trimmer weekly to coincide with mowing.
3. Maintain a neat appearance of all turf by power edging all sidewalks, curbs, parkways, beds, parking lots and drives bi-weekly during the growing season and as needed thereafter. Russell Landscape cannot be responsible for shallow buried phone, cable, internet, or invisible dog fence lines.
4. Bermuda, Zoysia, and Centipede warm season grasses will be mowed to a height of 2-2 ½" whereas St. Augustine turf will be cut at 3-3 ½" during each mowing of turf. Height might need to be adjusted as conditions warrant but will not exceed removing more than 1/3 of blade length with any mowing.
5. Scalping will be conducted on all warm season turf areas in early spring to remove dormant grass. Extra precaution will be taken during the mowing season to prevent scalping of uneven high spots or berms. Particular care will be exercised to prevent scalp damage due to sharp turning, starting and stopping on sods. Russell Landscape cannot be responsible for shallow buried phone, cable, internet, or invisible dog fence lines.
6. Trash and debris will be removed during each visit prior to mowing turf areas.
7. All plant beds will be kept defined to project a clear definition between turf and shrub location.
8. Turf fertilization will be conducted six times per growing season utilizing rates of fertilizer, specified according to soil analysis and turf type. Soil samples will be extracted in the various types of turf and bed locations throughout property.
9. Pre-emergence herbicide applications will be made three times per year for warm season turf to prevent turf weed infestation in turf areas. Post emergence herbicides will be applied to all turf locations during the growing season to control weed population. There are some weeds such as Torpedo grass and Crab Grass in St Augustine that can't be controlled by chemicals. The only solution is to use a non-selective herbicide and re-sod. This work would be considered additional. Applications will not be made during stressful environmental turf growing conditions.

10. Insecticides will be proposed as needed on turf areas to control non-beneficial insect pests, including for chinch bugs and/or mole crickets. Due to the nature of some pests being migratory such as Army worms and sod Web worms control for these insects may result in additional applications. To control cost and to operate in an environmentally safe manner we apply pesticides as part of our Integrated Pest Management system. We will apply pesticides only to the infected areas to minimize exposure to animals and people.
11. Disease analysis and the application of effective fungicides to suppress any harmful fungus will be proposed as necessary. To control cost and to operate in an environmentally safe manner we apply pesticides as part of our Integrated Pest Management system. We will apply pesticides only to the infected areas to minimize exposure to animals and people.
12. Blowing of all clippings and debris from sidewalks, walkways, curbs, will be conducted during each weekly visit.

## II. SHRUB AND TREE MAINTENANCE

1. Pruning of all ornamental shrubs (up to 12' in height) and ground covers and the removal of any dead branches shall be conducted at least four times per year or as required to insure a neatly shaped appearance. The frequency and configuration of pruning shall depend upon horticultural standards for all the shrub species. Pocket pruning and/or structure pruning may be performed once a year during the dormant months to maintain plant material in an aesthetically pleasing appearance and within its boundaries for up to 1/3 of the plant material on site. (Russell Landscape cannot be responsible for damage of cables, wires, freon lines, utility and control boxes, A/C supply or generators and similar items hidden in plant material)
2. All clippings and pruned branches will be removed immediately after each pruning completion.
3. Partially dead shrubs will be trimmed back to remove necrotic areas. Any dead plants will be removed and recorded for replacement pricing.
4. Pre-emergence herbicides will be applied to all shrub/tree beds prior to weed germination in March/April. Manual removal of any weeds over 2" in height will be conducted during the weekly visit.
5. Post emergence herbicides will be carefully utilized as spot treatments in shrub beds during the growing season for control of weed escapes at each weekly visit.
6. Granular fertilization will be conducted in the spring on all shrub and ornamental trees to be applied at rates conducive for optimum growth (Soil analysis utilized for appropriate types and rates). During insecticide applications (see item 9) a liquid iron will be applied for additional feedings.
7. Edging of all shrub/tree beds shall be performed bi-monthly. Bed edges will be blown and tucked during each weekly visit to maintain defined bed lines. All bed lines will be edged utilizing a handheld stick edger. Blades will be kept sharp and replacement blades will be kept on truck.
8. Application of insecticides (less than 12' height) will be applied to shrub areas as identified for control of mites and emerging non-beneficial insects. This will include treatment of scale on Palms or ornamental shrubs and trees.
9. Disease analysis and the application of effective fungicides to control any observed fungi diseases in ornamental trees and shrubs will be made upon identifying. To control cost and to operate in an environmentally safe manner we apply pesticides as part of our Integrated Pest Management system. We will apply pesticides only to the infected areas to minimize exposure to animals and people.
10. All small ornamental trees (less than 12') such as Crape Myrtle's shall be trimmed to encourage good growth habits. This will include the removal of all water sprouts, suckers, deformed growth, and necrotic branches. All clippings and



debris will be removed from the property during the day of pruning. Limbing up of tree limbs and canopy for pedestrian and vehicular traffic up to 12' will be performed.

11. Broken or fallen tree branches will be removed from the property during each weekly visit.
12. Fallen leaves will be removed weekly from the property during late autumn and early spring (November – April).

### **III. IRRIGATION**

1. Contractor will provide thorough monthly inspections; minor issues such as adjusting heads and replacing filters will be at no additional charge during monthly inspections. If any repairs are needed at additional charges to property exceeding \$150.00 per occurrence, an estimate will be provided to Property Manager for review and approval prior to work being performed; prior approval of a "not to exceed" amount can be provided to help facilitate faster repairs. Any irrigation repairs will be charged at \$65.00 per hour based on quarterly hours. All damages to the irrigation system by the contractor will be repaired at the expense of the contractor.

### **IV. PALM PRUNING**

1. Palm Tree pruning is recommended to be performed 1 time annually and will be proposed under separate cover.

### **V. SEASONAL SERVICES**

1. Application of pine straw twice annually and hardwood mulch once annually is recommended. Bed line trenching will be performed in conjunction with the spring application. Service will be billed at the time of service per below quantity and price. (Prices subject to change based upon current market value - approval from client required)
2. Two rotations of seasonal color will be performed each year is recommended. Service will be billed at the time of service per below quantity and price. (Prices subject to change based upon current market value - approval from client required)
3. Supplemental hand watering can be provided for a cost of \$50/hr upon request

## VI. COMPENSATION

To perform the above stated services, Contractor shall be compensated by **PARKWAY CENTER CDD** for labor, materials, equipment, and services rendered as itemized below.

### Parkway Center CDD

**635** cubic yards of mulch per application

**1,240** square feet of seasonal color per application

### Additional Areas

**22** cubic yards of mulch per application

**70** square feet of seasonal color per application

Parkway Center CDD - Monthly Base Maintenance Billing - **\$23,717.00** \_\_\_\_ (Initial)

Annual Base Maintenance Billing - **\$284,610.00**

Additional Areas - Monthly Base Maintenance Billing - **\$2,485.00** \_\_\_\_ (Initial)

Annual Base Maintenance Billing - **\$29,820.00**

Hardwood Mulch	<b>\$30,974.00</b>	Apply at appropriate time and bill at time of service ____ (Initial)
Seasonal Color	<b>\$9,300.00</b>	Apply at appropriate time and bill at time of service ____ (Initial)
Seasonal Color	<b>\$9,300.00</b>	Apply at appropriate time and bill at time of service ____ (Initial)
Seasonal Color	<b>\$9,300.00</b>	Apply at appropriate time and bill at time of service ____ (Initial)
Seasonal Color	<b>\$9,300.00</b>	Apply at appropriate time and bill at time of service ____ (Initial)

### Additional Areas

Hardwood Mulch	<b>\$1,056.00</b>	Apply at appropriate time and bill at time of service ____ (Initial)
Seasonal Color	<b>\$525.00</b>	Apply at appropriate time and bill at time of service ____ (Initial)
Seasonal Color	<b>\$525.00</b>	Apply at appropriate time and bill at time of service ____ (Initial)
Seasonal Color	<b>\$525.00</b>	Apply at appropriate time and bill at time of service ____ (Initial)
Seasonal Color	<b>\$525.00</b>	Apply at appropriate time and bill at time of service ____ (Initial)

**CDD ANNUAL TOTAL - \$352,784.00**

**Additional Areas ANNUAL TOTAL - \$32,976.00**

Service will be provided over a 51-week period as dated below. However, please note that we are closed the week from Christmas until New Year's. Monthly service costs are prorated over the course of the contract for simplicity in billing and payment.

In the event of cancellation prior to the end of a 12-month term, the table below shall be used to determine the actual dollar amount of work performed and in turn the amount owed to either the customer or contractor at termination of the contract. Due to the nature of our business the actual labor and material expenses are not commiserate with the leveled monthly billings.

Mth	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
%	5	6	7	10	10	10	10	10	10	10	8	4

For example, if the total annual contract price is \$12,000, and the contract commences on January 1<sup>st</sup> and is terminated on August 31<sup>st</sup>, the total percentage of actual annual worked performed is 68% of contract. 68% x \$12,000 = \$8,160 and

\_\_\_\_\_  
Initials (Owner)

\_\_\_\_\_  
Initials (RLF)

represents the actual amount of work performed. The actual amount paid over the 8 months of the contract was \$8,000, so in this case, the customer would owe the contractor an additional \$160.

Payment shall be received in the office of the Contractor from the above contracted Property no later than the 21<sup>st</sup> day of the month in which services are performed. Interest on unpaid statements shall accrue at the rate of twenty-four percent (24%) per annum from the due date if not paid within ten (10) days of said due date.

Contractor shall cease all services on the above contracted property after sixty (60) days from date of unpaid invoice until all delinquent payments are received.

Either Contractor or Property manager may terminate this contract at any time with or without cause by providing 30 days written notice by certified letter only. If pinestraw, seasonal color, fescue seed, retention ponds or any extra services are added to the base maintenance price, and the work has already been performed, it must be paid in full if contract is terminated early.

Property agrees, if Contractor is required to retain legal counsel to collect any delinquent compensations pursuant to this contract, Property shall pay Contractor, in addition to principal and interest accrued thereon, reasonable attorney's fees of unpaid principal and interest if not paid within ten (10) days of receipt of notice of such delinquency.

This contract shall be effective for the period beginning December 1, 2021 ending November 30, 2022

This contract shall automatically be renewed on the anniversary date each year unless either party expresses an objection by certified letter at least 30 days prior to the ending date listed above. Adjustments to the contract will be included as agreed on at the time of renewal. We hereby understand, adhere and agree to the terms and stipulations of this document and enter into this contract agreement.

## **PARKWAY CENTER CDD**

### **Billing Address**

2005 Pan Am Circle Suite 300

Tampa, FL 33607

### **Contact Information**

Name: Brian Howell

Phone Number:

Fax Number:

### **Physical Address**

Email Address: brian.howell@merituscorp.com

Still Creek Drive

Riverview, FL 33578

\_\_\_\_\_  
Name & Capacity  
Property Owner/Contracting Representative

\_\_\_\_\_  
Date

Tito Caceres / Business Development

Name & Capacity  
Contractor; Russell Landscape Florida

\_\_\_\_\_  
Date

\_\_\_\_\_  
Initials (Owner)

\_\_\_\_\_  
Initials (RLF)



## SPECIAL SERVICES

1. **Over-seeding** of turf with winter rye grass shall be done based on specifications during October/November not as part of contract. Over-seeding should also be avoided following any growing season in which primary turf has been under extreme drought and/or extreme stress.
2. **Major tree removal** (trees over 3" caliper) can be provided upon request by Property.
3. **Design Services:** All Designs, (shrubs, trees, and perennials) upgrades or transplanting shall be performed as follows:
  - (a) Any design work required by our firm's Landscape Architects will be provided to contracted customers at no additional charge
  - (b) All drawings, ideas and plant list provided by contractor cannot be used for bid purposes or made available to any other third party. Rights to these drawings or ideas may be purchased at an additional charge.
4. **Severe Weather Cleaning:** Fallen trees and or branches needing chainsaw work and or hauling will be an additional charge agreed upon before service. Severe weather cleanup services will be provided on a time and materials basis to property following incidents such as tornadoes, hurricanes, etc. as requested and approved and is declared safe to enter the property. Priority cleanup service agreements available and must be approved in advance on an annual basis.
5. **Additional trash or debris removal not on service visit days.** Additional Green Waste pick-up can be performed per request at a rate of \$45.00 per man hour.
6. **Contractor will notify property of any damages that occur.** If the property first recognizes damage, the property will then notify the contractor. Before any work to correct these damages is performed, a proposal of charges must be approved and signed by the contractor. Contractor will not be responsible for payment of unapproved methods to correct damages. All signed and approved damages by the contractor will be repaired at the expense of the contractor.

## **EXHIBIT A**

**\*THE SCOPE OF SERVICES DESCRIBED WITHIN EXHIBIT A WILL SUPERCEDE THE SPECS DESCRIBED  
WITHIN THE ABOVE SPECS PROVIDED BY RUSSELL LANDSCAPE\***

## EXHIBIT A

**\*THE SCOPE OF SERVICES DESCRIBED WITHIN EXHIBIT A WILL SUPERCEDE THE SPECS DESCRIBED WITHIN THE ABOVE SPECS PROVIDED BY RUSSELL LANDSCAPE\***

### DETAILED SPECIFICATIONS

**SCOPE OF WORK** - The contractor shall furnish all labor, materials, supervision, equipment, supplies, tools, services, and all other necessary incidentals required to perform complete maintenance of landscaped areas as detailed below.

**All work shall be performed between the hours of 7:30 A.M. and 6:00 P.M. Monday through Friday, and with the consent of the CDD Manager between 9:00 A.M. and 4:00 P.M. on Saturday, for emergency services only.**

Each bidder shall submit one bid encompassing all proposal areas.

### **MAINTENANCE SPECIFICATIONS**

#### **1. Turf**

The Contractor should be aware that "Proper fertilization is very important for sustaining a healthy lawn. Fertilization and other cultural practices influence the overall health and quality of the lawn and reduce its vulnerability to numerous stresses, including weeds, insects, and disease. It is very important that anyone fertilizing their lawn be familiar with and follows the Florida-Friendly Landscaping™ Best Management Practices (FFL BMPs). These practices are designed to maintain healthy lawns and reduce any potential nonpoint source pollution of water resources that might result from lawn and landscape fertilization and other cultural practices. There are now state and local regulations that cover lawn fertilization, so be aware of city and county guidelines and always follow the directions on the fertilizer bag. For more information on BMPs, please refer to ENH979, Homeowner Best Management Practices for the Home Lawn (<http://edis.ifas.ufl.edu/ep236> )."

We recommend that "A soil test should be done to determine what nutrients are available to the lawn and what the soil pH is. The local Extension office has instructions and supplies for taking soil samples and submitting them to the Extension Soil Testing Laboratory for analysis. In particular, phosphorus levels are best determined by soil testing. Since many Florida soils are high in phosphorus, it is often not necessary to add phosphorus to a lawn once it is established."

"Florida Rule (5E-1.003) mandates that fertilizer application rates cannot exceed 1 pound of nitrogen per 1000 square feet for any application. Based on the percentage of nitrogen that is in a slowly available or slow-release form in a fertilizer, UF recommendations call for applying a ½ pound (water-soluble nitrogen source) to 1 pound (slow-release nitrogen source) of nitrogen per 1000 square feet of turf



grass. For information on determining how much fertilizer this equals, please refer to ENH962, Figuring out Fertilizer for the Home Lawn (<http://edis.ifas.ufl.edu/ep221> )."

## 2. Turf Mowing

"Argentine" Bahia grass will be mowed 32 times per year, and Stenotaphrum secundatum, variety "Floritam" St. Augustine grass to be mowed 42 times per year. Zoysia 42 times per year.

Mowing height shall be maintained at 3 to 4 inches on Bahia grasses and 3 ½ inches on St. Augustine grasses, in all areas of improved landscape. Bermuda and Zoysia at Best Management Practices.

A. The contractor shall use rotary mowers with sharp blades, which are correctly balanced. Dull blades shall be changed at midday per cut.

B. Floritam and Bahia grasses shall be mowed according to the mowing schedule described above.

C. Grass clippings are to be collected during the mowing operation and removed from the areas mowed. Mulching type mowers are acceptable. However, clippings that are visible 24 hours after mowing are to be removed from turf areas.

D. Streets, curbs, sidewalks, bike paths, plant beds, lakes, and borders shall be maintained free of grass clippings and other debris. These will be inspected on a weekly basis.

E. Where possible, trees shall not have turf more than one foot (1' \*) inside of the "drip line", but shall be kept edged accordingly.

F. The contractor will cut and maintain along District fence lines. → *Line trimming - Falcon wood*

## 3. Turf and Bed Edging

A. Mechanical edging of all turf grass areas next to curbs, streets, sidewalks, bike paths, beds, lakes and borders shall be done at least every mowing to prevent grass encroachment. All plant beds and obstacles are to be edged every other week throughout the year. All areas that are inaccessible with a mower are to be string trimmed at each mowing i.e., lake banks, signs etc. Due care shall be used to prevent chipping or damaging hardscape, curbs, (sidewalks etc.). Contractor shall ensure that all wall posts, columns, signs, valve boxes, transformers, utility boxes, fences, and other above ground appurtenances shall be trimmed in conjunction with the other mowing; edging schedule. Trimming shall not damage any trees, shrubs, or groundcover or sprinklers, or drip irrigation.

B. Chemical edging shall not be permitted unless written approval is secured in advance, from the district project representative.

C. Dirt, trash, and debris resulting from edging operations shall be removed and all areas shall be left in a clean condition before the end of the working day. Chemical treatment of curb road joints is permitted providing "drift damage" does not occur.

#### 4. Turf Fertilization

The following fertilization schedule shall be generally followed; Contractor to obtain a soil test samples prior to start of this contract. Samples shall be taken using the kit from the local extension office, following their instructions. Contractor shall sample from 4-5 distinctive areas representing the various sod installed for this project. Contractor to mark up a map of his sampling locations. Contractor to submit these 4-5 soil samples to the laboratory for testing for fertilizer recommendations prior to each season. Results of test, map and recommendations of the Local Soil Extension Office shall be immediately provided to the Owner/ CDD with his estimate of cost, prior to proceeding with this work. Written direction shall be provided to the Contractor by the Owner/ CDD upon his submittal:

A. All St. Augustine 'Floritam' sodded areas shall be fertilized 4-5 times year with 16-4-8 or 12-2-12 with minor elements with a slow release of the nitrogen @ 2-5 lbs. per 1000 square feet. Apply this rate and type; only if results from soil test noted above do not conflict. Note; Contractor shall apply fertilizer from only early April to fall. As directed at the beginning of the contract, the contractor shall provide preventative bug infestation. In late April and again in August contractor shall apply a blanket insect application. Insect spot treatments may be required between these two blanket preventative applications and should consist of products with a different chemical makeup such as Sevin, Arena etc. in order to curb chinch bug resistance. Fertilizer to be complete and include nitrogen, phosphorus, and potassium in the greatest amount, and calcium, magnesium and sulfur in smaller amounts. The Micronutrients shall include Iron, manganese, zinc, copper, chlorine, molybdenum, and boron in very small amounts but are essential. The contractor shall submit his proposed fertilizer label to the resident project representative for approval prior to application. No changes or substitutions will be permitted unless approval of the resident project representative is secured. Note if leaf yellowing may indicate two different deficiencies. Use foliar iron fertilizers such as iron sulfate or chelated iron solutions, to help cure iron deficiencies. And use nitrogen fertilizers applied according to BMP's cure nitrogen deficiencies.

Check and  
propose correct  
rates  
4 Ferts  
St. Aug

B. 'Argentine' Bahia fertilization fertilized 2-4 times per year from Spring to Fall, with a slow release fertilizer plus micronutrients at 2-4 lbs. per 1000 square feet. The first application should be in April. Apply this rate and type, only if results from soil test noted above do not conflict. Note: contractor shall only apply fertilizer from Early April to fall. Bermuda to be fertilized monthly during the growing season with product to be determined by contractor and district. Bahia Grass is susceptible to iron deficiency in

2 Ferts  
Bahia

high -pH (>7.0) soils, which may result in yellowing. This can be resolved with an iron source. Ferrous sulfate should be applied at the rate of 2 ounces in 3-5 gallons of water per 1000 square feet.

C. At times environmental conditions may require additional applications of nutrients, augmenting the above fertilization programs to see that turf areas are kept uniformly GREEN, healthy and in top condition. It shall be the responsibility of the contractor to determine specific needs and requirements and notify the district resident project representative when these additional applications are needed and being executed.

D. Fertilizers containing iron shall be removed from curbs, roads, walks, and driveways to avoid staining before the sprinklers are activated after application of the fertilizer.

E. The complete fertilizers specified shall consist of a time release nature to encourage best management practices for the protection of water resources.

F. The method of application of fertilizer shall be the responsibility of the contractor. If any turf is badly damaged or killed by excessive fertilizer, it shall be replaced by the contractor at no additional expense. No drift shall occur near water bodies; lakes, ponds, wetlands, or other sensitive material.

## **5. Turf Weed Control**

A. Annual grassy weeds shall be controlled by pre- emergence herbicides applied before weed germination begins, prior to February 15. Prior to application, contractor must provide a list of chemicals to be used for weed control, to the district representative for review and approval. Application times shall be appropriate to seed germination, which depends upon whether the grasses are summer annuals, or winter annuals. Application should only be done when there is adequate soil moisture, air temperature is between 60 -85 degrees Fahrenheit, and the turf is not suffering from water or mowing stress.

B. Annual grasses, annual broadleaf weeds, perennial broadleaf weeds and sedges may be treated in St. Augustine turf with post-emergent herbicides, which shall be applied in May. Prior to application, contractor must provide a list of chemicals to be used to the district representative for review and approval

C. The chemicals applied must be safe to use on the type turf within the project indicated within Exhibit "A" when used in the correct way on mature, healthy turf at the correct dose as specified by the manufacturer.

D. No spraying for weeds in either type of turf may be done when there is any danger of winds causing a spray drift into surrounding plants.

E. The only approved herbicide to be used to control selected species of sedge must be previously approved by the district representative.

F. Mowing intervals set forth in "Mowing" section 1.b may be relaxed during herbicidal treatment periods, with written approval of the resident project representative.

G. If district turf is contiguous to grasses of another variety, care shall be taken by the contractor to avoid injury to such turf. If the area contiguous to Floratam is Bahia, do not spray it with Atrazine.

H. Weed control elsewhere than in turf, the contractor shall keep all planted areas free of weeds at all times. This includes the bases of trees and shrubs, beds, and borders. In general, weeds shall be removed by hand from these areas. Chemicals, which may cause plant injury, decline or death, shall not be used. Granular Balan and Ronstar under some circumstances may be used for pre-emergent control after weeds have been removed by hand.

I. Mechanical treatment may be necessary if and when directed by District project representative.

J. It is recommended that the Contractor check with the local Extension office for positive identification of weeds and exact herbicide recommendations, to prevent damage to turf areas or root systems.

#### **6. Turf Insect and Plant Material Pest Control**

A. The contractor shall submit his annual insect and pest control program designed to prevent damage to Bahia sod, St. Augustine sod, Shrubs, Trees, and Groundcovers with his bid for this work. The Contractor shall submit the certificate for the individual who will be applying this program, and he/ she shall be a State certified pest control individual, capable of using the proposed chemicals. This work shall be done on an "as needed" basis or whenever requested by the resident project representative for the district.

B. For the St. Augustine Sod – The Contractor shall pay particular attention to damage by in the early spring, such as mole crickets, sod web worms, and chinch bugs etc. and in late August and September for nematodes, all of which will require that control programs be initiated promptly. Other restricted chemicals may be used only by a certified pest control operator. Contractor shall identify the source of the problem before treating the area. Several factors can decrease the quality of a lawn, i.e. traffic, excessive shade, compacted soils, over-or under watering, improper mowing, traffic, and high or low ph. The local extension office can verify an insect if unknown.

Infestations by other insects and pests shall be controlled by chemicals approved by the project representative prior to their use. Amdro or Top Choice is approved, and the contractor shall use this on fire ants as per manufacturer's instructions. Talstar, Permatrol and Sevin 80% WP and any other chemical deemed appropriate shall be used when needed on other species - as required by State law, all chemical applicators are required to read the labels of chemicals for specific information regarding the rates, approved uses and target treatment efficacy. The earwig should not be sprayed, if possible, as it is a useful predator of lawn caterpillars. There are many chemical controls available. The resident project representative can advise the contractor on approved formulations and the safe rates of their applications, if requested.



C. For all Trees, Shrubs and Groundcovers/ Ornamental Grasses - When insects such as white flies, scales, stinging caterpillars, hornworms, mealy bugs, spittlebugs, beetles, grasshoppers, katydids, leaf minors, leaf rollers, borers or others are detected and are reaching damaging levels on landscape plants, the contractor shall apply the appropriate control measures. These may be general-purpose sprays or systemic insecticides and their selection shall be related to the way they damage plants. The chemical selected shall control the target pest and be safe to use on the host plant. It is not necessary always to spray to control insect or mite populations. Whenever possible use a mechanical control method, biological controls or other non-chemical methods. The number of sprays per year needed cannot be predicted. The contractor must provide for a reasonable allowance in the bid, however, to plan for insect control. Some plants will require repeated sprays to control scale or caterpillars. The contractor shall plan for a minimum of two sprays for all plants as an average.

## **7. Turf and Plant Material Disease control**

A. Since diseases are easier to prevent than control, the contractor may need to apply at least three sprays per year to St. Augustine turf known to be susceptible to the most common disease such as; Brown Patch, Dollar Spot, Gray Leaf Spot, Ruse and Helmenthosporium of St. Augustine. Fungicide approved by the project representative shall be used by the contractor. Contractor will inspect weekly for turf grass disease and shall spray on an "as needed" basis. Project representative is to be informed on all activities or problems.

B. Tree and shrub fungicides shall be applied to assist in prevention of diseases on susceptible species. In some cases, sprays or injections will be applied to combat other living agents such as bacteria, viruses, micro plasmas, algae, nematodes, or viroids. The best method of control shall be used by the contractor for the given situation. The most important consideration when combating disease is to have the spray on the plant before infection takes place; most fungicides are protectants not eradicants.

C. Diseases which commonly attack plants include: Botrytis Blight, Bacterial Wilt, Brown Gall, Mushroom Root Rot, Powdery Mildews, Pythium Root Rots, Thizonctonia Stem Rot, Sclerotonea Rot, and Southern Wilt. The contractor shall apply products such as Pentathalon, Clearys 3336, Dithane WP, or copper sulfate on an "as needed" basis.

D. If diseases are diagnosed which have no known method of control, the project representative shall be notified promptly. If the disease is confirmed, the plant shall be removed and destroyed off site. In some cases, the contractor shall remove infected soil and replace with new soil before replacing the diseased plant.

E. Other chemicals to control or prevent disease may be used on selected plants.

F. The contractor shall assume full responsibility for spray damage to plants. The site applicator shall be properly trained and licensed for commercial spraying. A photocopy of FDAC spray license with associated categories shall be attached. Diseases of Sabal palms include leaf scab, Phytophthora Bud Rot, Black Mildew, and Manganese deficiency. The contractor shall take prompt action to control these conditions either by spraying with appropriate chemicals such as Copper sulfate, Medallion, Topsin Tru

Ban, or in the case of Manganese deficiency either by applying Manganese to the soil or applying it as a one percent foliar spray.

G. Contractor to provide recommendations for issues such as dying or dead plants.

## **8. Plant Material; Trees, Palms, Shrubs, Groundcovers, Ornamental Grasses, Vines and Annuals Fertilization**

A. The contractor shall fertilize all trees, palms, shrubs, ground covers and annuals to maintain them in a healthy growing condition, free from symptoms of nutritional deficiency or undesirable appearance.

B. The number of fertilizer applications per year for shrubs, trees, and palms will normally be every four months, but annuals may require more applications as noted below.

C. A complete fertilizer such as Osmocote or approved equal 14-14-14 or 19-6-12 with micro nutrients shall be applied every four months.

D. Landscape Trees and Plantings shall be fertilized as follows:

*Annuals* - Apply 1 lb. Per 25 square feet of 14-12-14 analysis slow release four times a year or as needed and follow at two-week intervals with the application of 20-20-20 liquid fertilizer, at rates directed by the manufacturer.

*Shrubs and Ground Covers* - Application rate shall depend upon size of plant material. Refer to manufacturer's recommendations.

*Medium Shrubs* - Application rate shall depend upon size of plant material. Refer to manufacturer's recommendations.

*Large Shrubs* - Application rate shall depend upon size of plant material. Refer to manufacturer's recommendations.

*Distribution* - The fertilizer shall be well scattered in an area from halfway between the stem and the drip line of the circumference. The fertilizer shall be distributed as evenly as possible by hand or by special mechanical applicator.

The contractor shall apply fertilizers to plants, which are turgid and shall water-in the fertilizer promptly and thoroughly after application the same day.

Fertilizer, which lands on leaves, shall be shaken off or hosed off leaves.

*Palms* - Contractor to use a Palm fertilizer having an analysis (=the three numbers on all fertilizer labels which refer to their N-P2O5-K2O content) of 8N-2P2O5-12K2O +4Mg with micronutrients can correct

mild to moderate deficiencies and prevent their recurrence in most soil types in south and central Florida. The 8N-2P2O5-12K2O+4Mg with micronutrients maintenance fertilizer blend described above should release nutrients for up to three months, and thus a three-month application interval is recommended. The suggested application rate for south Florida landscapes is 1.5 lbs. of the 8N-2P2O5-12K2O+4Mg with micronutrients fertilizer (not N) per 100 sq. ft. of palm canopy area, bed area, or landscape area. This rate can be lowered for Central Florida to 1.0 lbs. Mechanically or by hand, spread around the root zone, under the canopy. Do not inject or provide holes for this application.

*Trees* - Apply 2 lbs. of nitrogen per 1000 square feet of planting bed where trees are located. Only newly installed trees shall be fertilized as instructed by Landscape Architect/ written specifications.

E. Not less than seventy-two (72) hours prior to the application or placement of any fertilizer, the contractor shall notify the project representative of the time and date that the contractor will apply fertilizers. Failure on the part of the contractor to notify the resident project representative shall result in the contractor forfeiting any and all right to payment for the applications made without notification.

## **9. Pruning**

A. All pruning shall be performed according to the National Arborist Standards and Guidelines. Pruning shall be done as required to maintain the "natural shape" and characteristics of the particular tree or plant species. The resident project representative shall be made aware of all pruning activities, prior to start of work. Oaks, maples, hickory, olive, etc. shall be pruned in the dormant season only, i.e. late fall, early winter.

B. Pruning shall also include removal of trees, palms, shrubs, or ground covers that are dead, broken or diseased. When diseased plant materials are recommended to be removed, a photograph and removal shall be documented to the CDD in advance. Trees to be considered for removal due to disease, death, or broken, shall be first inspected by a certified arborist and a report provided with his recommendations shall be submitted to the CDD for their approval of this work. All Pruning shall be done under the supervision of a Certified Arborist. As trees and palms are removed, contractor to provide a proposal for the replacement of this material in accordance to the newly adopted master landscape plan. Please note Washington Palms will not be replaced with same. All new material shall meet Florida Grades and Standards for Nursery Grown Plants, latest edition. Installation of this material shall be done in accordance with standard nursery practices. Note, that all tree staking and guying, water ring, backfill, 3" layer of pine bark mulch, and watering for 3-month establishment, shall be included in price.

C. Pruning shall include the removal of inward growing branches, water suckers and crossing or rubbing branches (inclusion) and co-dominant leaders. Never remove more than 25% of foliage, for trees 8-13 years old. The crossing of branches or those facing inward will generally be selected for removal. Where two branches are growing immediately above and below one another - typically, the lower branch shall remove. Do not remove low, vigorous branches. Do not trim the leader, but you can remove competing leaders. Follow National Arborist Standards for all of this work.

**D. Major pruning shall be done by the contractor under the supervision of a Certified Arborist, to maintain the natural shape of the individual plant species and/or to renew the vigor of the particular plant species on the following schedule:**

**Maintain a live canopy ratio of greater than 60%. Prune all trees in January, in accordance with pruning standards for shade trees as referred to Fine and Standard Pruning manual. Located at the County Extension Office. Trees to be limbed up to 12' clearance at all times.**

**For Palm pruning; remove dead, yellow and low hanging fronds. If hazardous blooms or fruit occurs this can be removed as well. Do not remove or damage the terminal bud of a palm.**

**All evergreen ornamental grasses i.e., (Fountain Grass, Fakahatchee Grass, Muhly Grass, etc. shall be trimmed in late fall or early spring,) to remove the tips only. For the deciduous grasses, like spartina, the contractor can prune this by greater than one half its sizes.**

**Follow the completion of the ornamental grass pruning with pruning of such species as the viburnum, Philodendron, Ligustrum, Jasmine and other non-flowering shrub species. As soon as the major flowering species has been completed its bloom, in late spring, any necessary required pruning should occur. Note: No heading of shrubs shall be done.**

**Shearing of hedges shall be done after they bloom, since more frequent pruning reduces their blooms.**

**Palms and related plant types shall be pruned one time per year. Periodic pruning may be necessary for unsightly fronds. Pruning shall require the removal of all dead fronds as close to the trunk. If more than ½ of the frond is brown, then remove the frond. Also, remove them, when they are largely brown on the tips or when the fronds are infested with the leaf scarified. Dead and live inflorescence shall be removed at the same time. Do not remove any green healthy fronds (just to make it easier to reach dead fruiting stalks or emerging florescence) and avoid nicking the petioles of adjacent healthy fronds. Unsightly dead fronds that occur at other times of the year shall be removed immediately. Palms over 50' in height to be pruned at additional cost to the district.**

**When major pruning begins on a particular species of tree or plant, it shall continue until all plants or trees of that species have been pruned within the jurisdiction of this contract.**

**Minor pruning shall occur throughout the year to keep individual plants within desired limits on an "as needed" basis. ("suckers" and "water sprouts" kept off and away from walls, pavement, curb edges, signage areas, etc.)**

**E. The contractor shall prune vertical growth at a 45-degree angle. Branches shall be removed flush with the trunk, above the collar; per the National Arborist Standards.**

**F. The contractor shall prune all typical winter and spring flowering trees and shrubs in late spring after their bloom. Such as azaleas, trumpet trees, loquat trees, crape myrtles. For Crape Myrtles: Do not remove more than 18" from the individual branches. A second Pruning or Pinching of the inflorescence**



seed pod, after the Crape Myrtle goes to seed, in mid to late summer, will produce additional flowering. This is true for Hibiscus as well.

G. The contractor can prune the evergreen shrubs anytime; including for example jasmine, holly, juniper, wax myrtle, etc. anytime. To encourage rapid flush, prune just before spring flush.

H. The contractor is required to remove all pruned materials and debris from the site each day. Contractor also is required to remove all trash and other debris other than landscape clippings and limbs each day from the site.

I. Plant materials shall be trimmed on a regular basis from around landscape lighting accent fixtures and signage so as not to impede the lighting source and beam spread.

#### **10. Water, Irrigation and Sprinklers**

The contractor to visit the site monthly to inspect the overall irrigation system on a zone by zone basis, and provide a written report of this work to the CDD each month.

A. The manual and automatic sprinkler system is to be used to maintain plant health and to conserve water. The irrigation system is to be maintained/scheduled in compliance with all local jurisdictional agencies and the associated restrictions as warranted. Contractor will solely be responsible for negligence in the operations associated with restricted water schedules as placed by agencies.

B. The contractor shall provide supervision of the system and shall make all adjustments, repairs, and replacements required. Contractor is responsible to check the irrigation wells on a monthly basis to ensure they are in good working order. All repair estimates to be sent to district representative for approval.

C. At each monthly inspection, the Contractor shall use a soil moisture probe meter to determine soil moisture content in various locations throughout the property, and specifically in off-color bed or turf areas. If found dry or too wet, he shall make the corrective action promptly to rectify the condition.

D. Newly planted trees and shrubs shall be hand-watered if located in isolated areas, or at least daily by sprinklers or rain for the first four weeks providing at least 1" to 1-1/2" per plant, filling their plant well area. For weeks, 6-8, contractor shall be responsible to water new material every other day, to ensure establishment. For 8-24 weeks, at least once to twice a week, the material will need to be watered. Any newly planted material not surviving 6 months, shall be replaced by the Contractor at his cost. Note: It is recommended that the moisture meter readings in the root ball area shall be maintained in the "moist" zone on the meter.

E. Risers shall be added as needed in the bed areas to ensure that water is being supplied to the entire shrub area and not being blocked or deflected by growing plants.

F. The contractor shall inform the association immediately of any serious problems in the irrigation system or its coverage.

G. The contractor shall run through each zone of the system monthly during the summer and "winter" months to check that all heads are working properly, aimed properly, and flushed, to ensure that all planting areas are receiving water evenly and completely providing 100% irrigation coverage. A written report for each said visit shall be signed by the person performing the required inspections and submitted to the District within 10 (ten) days of the completed inspection. The report shall include each "well number" (1-4), each "zone", each "head type" and an indication per each as to "working properly/needs repair/repared as follows" (with notation). Monthly reports should also include zone number on map, and type of plant material, head type, and GPM per zone used. Any new irrigation work shall be warranted by the contractor for proper installation and performance for 1 year. Parts shall be warranted by the manufacturer for 1 year.

H. The clock controls shall be programmed to deliver seasonal amount of water, per zone, per plant type. Zones shall be separated for turf versus shrub versus bubbler. Perennials or annuals shall be on their own zone. The site should have a rain sensor device installed in 2-3 locations and should be reviewed monthly to be in working condition. They shall all be tied to the controller, and be used to turn off the system during rainfall events. Field capacity of each well shall never be exceeded. An annual program should be presented to the board for approval at the onset of this contract.

I. Because turf water needs to vary from month to month, the amount of watering time shall be adjusted periodically to reflect these needs. Seasonal adjustments can be made with the controller if forecasted.

J. Excessive watering shall be avoided. It wastes water, floods large soil spaces and adversely affects the Cation Exchange Capacity of the plant. It also wastes water-soluble fertilizers. Plants shall be watered, therefore, by contractor in accordance with the season, soil type and turf type and other conditions.

K. All turf and other irrigation shall be between the hours of 8:00 P.M. and 7:00 A.M., and on days as currently noted, per the restrictions of the SWFWMD, unless otherwise approved in writing by the resident project representative.

L. It shall be clearly understood and agreed by the contractor that all the irrigation, systems including all necessary appurtenances to maintain said system shall be the responsibility of the contractor. Damage by others will not relieve the contractor of their responsibility to maintain the turf, shrubs, trees, ground cover.

**Contractor shall ensure that all valve covers are replaced and covering their respective boxes and when necessary shall replace broken or damaged one at their expense. - We'll only incur costs 60 days after new contractor is in**

## 11. Special Requirements

A. All tree bracing systems shall be checked regularly and tightened as needed. After one-year, this support/ bracing system can be removed. Any tagging or other tight straps shall be removed promptly upon installation.

B. Mulch Contractor to install -Pine Bark Mini Nuggets Mulch once per year at a depth of 2-3 inches, to ensure an established depth of 2-3 inches throughout all planting bed, except annual beds.

**D. Contractor shall police all district property under contract during each time of service and remove all trash and debris including branches, vegetation, furniture from grounds including shrubbery encountered while mowing and trimming. The district reserves the right to increase the schedule if needed. All said debris shall be removed from district property. Dog stations to be emptied weekly by contractor.**

## 12. Seasonal/ Annual Planting 4 rotations

All seasonal plantings shall be maintained by the contractor in the following manner:

### A. Soil Bed Preparation

1. Remove all grass, weeds, stones, and other debris from seasonal color beds.
2. Treat all beds for nematodes with chemicals that have previously been approved by District project representative. Apply according to label directions at 50 pounds per 1000 sq. feet of bed area for each change out of plants.
3. Test soil ph. Soil pH needs to be 5.5 to 7.0, correct with sulfur to lower pH as needed. Amend and add 2-3" a soil potting mix or peat conducive to the species being planted. Then sprinkle entire bed with a controlled release fertilizer i.e., Osmocote (choose a release time that will suit the plant material selected; i.e. 3 months). Thoroughly mix top 6" of the soil in this area. Note: Annual Beds should be bermed up to about 4-6" minimum height. Water with micro-irrigation system only, no overhead watering as it will damage the flowers.
4. Pull weeds by Hand within these, annual / seasonal beds are preferred. A pre-emergent herbicide can be applied after plants are established. A light mulching can be provided but material cannot touch stems of annuals. Depth of mulch should be 1-2" max.

### B. Planting Details

(4) Four/ Annual bed plantings are to be done annually for each of the planned locations of the project. Quantity for each location to be field measured and quantity determined by location area and submitted

at time of bid. , Plant material being installed shall be a minimum of 4 " pots/ containers and in a good full plant condition and should be acceptable to the project representative at time of installation. Only One species for each season shall be selected and installed each time. Contractor to ensure he uses the same color for each of the minor entrances, and same color for each of the major entrances (they can be different if desired) shall be provided. Species for each season shall be chosen according to the approved list below or as directed by the CDD as follows:

The December - March planting usually consists of: 4" pots of Cold Season Annuals; one color and type for each planting and shall consist of the following choices and planted according to the plant spacing shown, per planting period;

<u>Plants</u>	<u>Spacing</u>
Pansy's	10-12" o.c. staggered rows (no direct sun)
Petunias	12" o.c.
Phlox	8" o.c. staggered rows
Snapdragon	10" o.c.
Poinsettia's	12-14" o.c.

The April – June planting usually consists of: 4" pots of Warm Season Annuals one color and type for each planting and shall consist of the following choices and planted according to the plant spacing shown, per planting period;

<u>Plants</u>	<u>Spacing</u>
Impatiens	12" o.c. staggered rows (no direct sun)
Wax Begonias	12" o.c. staggered rows (no direct sun)
Dwarf Pentas	18" o.c. staggered rows (hot pink or purple only)
Sweet Alyssum	10-12" o.c. staggered rows
Salvia	8" o.c. staggered rows
Zinnia 'elegans'	12" o.c.

The July – November planting usually consists of: 4" pots of Warm Season Annuals one color and type for each planting and shall consist of the following choices and planted according to the plant spacing shown, per planting period;

<u>Plants</u>	<u>Spacing</u>
Dwarf Pentas	12" o.c. staggered rows (northern lights lavender)
Marigolds	10" o.c.
Coleus 'chocolate mint'	182" o.c. staggered rows (no direct sun)
Crossanda	10" o.c. (no direct sun)

### C. Watering

Watering needs to be performed, as a minimum, as often as turf watering. Monitor for possible additional watering requirements. Frequent times throughout the day for short cycles works best.



Program the irrigation system per plant needs appropriately, if area is on its own zone. Note: Annual Bed Areas should be on their own irrigation zone.

#### H. Mulching

1. After plants are planted maintain a light topping of Flora Mulch if directed by CDD.
2. Just prior to the next seasonal planting, the mulch should be incorporated into the soil.

Additional mulch should then be added (top dressed) immediately following the next planting maintaining the one to two-inch requirement at all times.

#### I. Weeding

Remove all weeds once per week so they do not compete for water and nutrients.

#### J. Manicuring

Begonias, etc. may need to be pinched back to keep them compact and free flowering. Research plant if unknown and monitor for required manicuring needs.

#### K. Insect and Disease Control

Check weekly for insects and possible disease, and follow through with the appropriate treatments for specific needs and plant type.

#### L. Frost Protection

1. It is the responsibility of the Contractor to monitor the weather daily. He will need to insure that they have immediate access to enough protective material to cover all flowers/ bedding area within their contract area and to have that material properly installed prior to a frost event.

2. It will be the responsibility to remove this protective covering immediately following the danger of frost.

In the absence of taking this protective action as climate conditions require, the contractor will be subject to Section 3.28 of the General Conditions.

#### M. Weekly Reports

1. Weekly maintenance reports will be provided to the District.

#### N. Monthly Tour

1. Once a month (time to be determined by district), a tour of the landscape contract area will be performed by the Contractor's superintendent and the District Representative.

- O. 1. Work orders approved by the District to be completed within 7 business days.

Landscape Maintenance Services Proposal  
*Prepared For*

**Parkway Center CDD**

September 2021





September 27, 2021

Brian Howell,  
District Manager  
2005 Pan Am Circle Suite 300  
Tampa, FL 33607

**RE: Landscape Maintenance Proposal for Parkway Center CDD**

Dear Mr. Howell,

I am pleased to submit Yellowstone Landscape's proposal for landscape maintenance services. Our full service approach to maintaining the entire property are all coordinated to deliver the utmost level of quality. Our proposal has been created to address the specific needs and expectations you have expressed for Parkway Center CDD.

Yellowstone Landscape is one of the largest landscape firms in the nation, serving some of the most prestigious properties in the Southern United States. We continuously seek to obtain a 100% recommendation rate from our clients so you can be sure that quality maintenance services are just the beginning of our expectation for your property.

As you review our proposal, you'll notice that quality, integrity and clear communication have helped us build strong relationships and maintain nationally award-winning properties for our clients.

We serve all our clients with:

**Crystal-Clear Communication**

You want to know what's going on with the landscape in your community. Our people, systems and policies put communication first.

**Proactive Attitudes**

We will fix it before it's a problem. Procedures, checklists and training all focus on one result, making sure our clients don't have to manage our work.

**Quality Work**

One size doesn't fit all. Our experienced staff and integrated approach allows us to find unique solutions to meet your property and budgetary needs.

Thank you for allowing Yellowstone Landscape the opportunity to provide your community with our plan for success.

Sincerely,

Jon Souers  
Business Development Manager  
[jsouers@yellowstonelandscape.com](mailto:jsouers@yellowstonelandscape.com)  
813-781-3170

## **Your Investment**







**Parkway Center CDD "Additional Areas"**  
**Exhibit A**  
**Landscape Management Service Pricing Sheet**

Core Maintenance Services

**Mowing, Detailing & Clean Up**

**\$27,000.00**

*Includes mowing, edging, string-trimming, trim shrubs  
pick up trash, weed removal, clean up, ect.*

Grand Total Annual  
Monthly

**\$27,000.00**

**\$2,250.00**

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**Parkway Center CDD**  
**Exhibit A**  
**Landscape Management Service Pricing Sheet**

Core Maintenance Services

<b>Mowing, Detailing &amp; Clean Up</b>	<b>\$186,000.00</b>
<i>Includes mowing, edging, string-trimming, trim shrubs pick up trash, weed removal, clean-up, ect.</i>	

<b>IPM - Fertilization &amp; Pest Control</b>	<b>\$16,200.00</b>
<i>Fertilization/Fungicide/Insecticide/herbicide/weed control</i>	

<b>Irrigation Inspections</b>	<b>\$12,000.00</b>
<i>Includes monthly inspections with reports</i>	

<b>Palm Pruning (199 Palms)</b>	<b>\$7,203.00</b>
<i>Includes all labor and materials to prune 199 palm trees one time</i>	

<b>Grand Total Annual</b>	<b>\$221,403.00</b>
<b>Monthly</b>	<b>\$18,450.25</b>

Additional Services

<b>Annuals (960 per rotation)</b>	<b>\$6,720.00</b>
<i>Includes all labor and materials to install 960 4" annuals four times per year</i>	

<b>Pine Bark Mulch (500 cubic yards)</b>	<b>\$25,000.00</b>
<i>All labor and materials to install 500 cubic yards of mulch</i>	

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## About Us





## YELLOWSTONE LANDSCAPE



*Yellowstone Landscape* began with the unification of established, independently successful landscape companies across the South.

Since 2008, we've been linked by a common goal to better serve our clients, sharing decades of experience in landscape design and installation, tree care services and landscape maintenance.

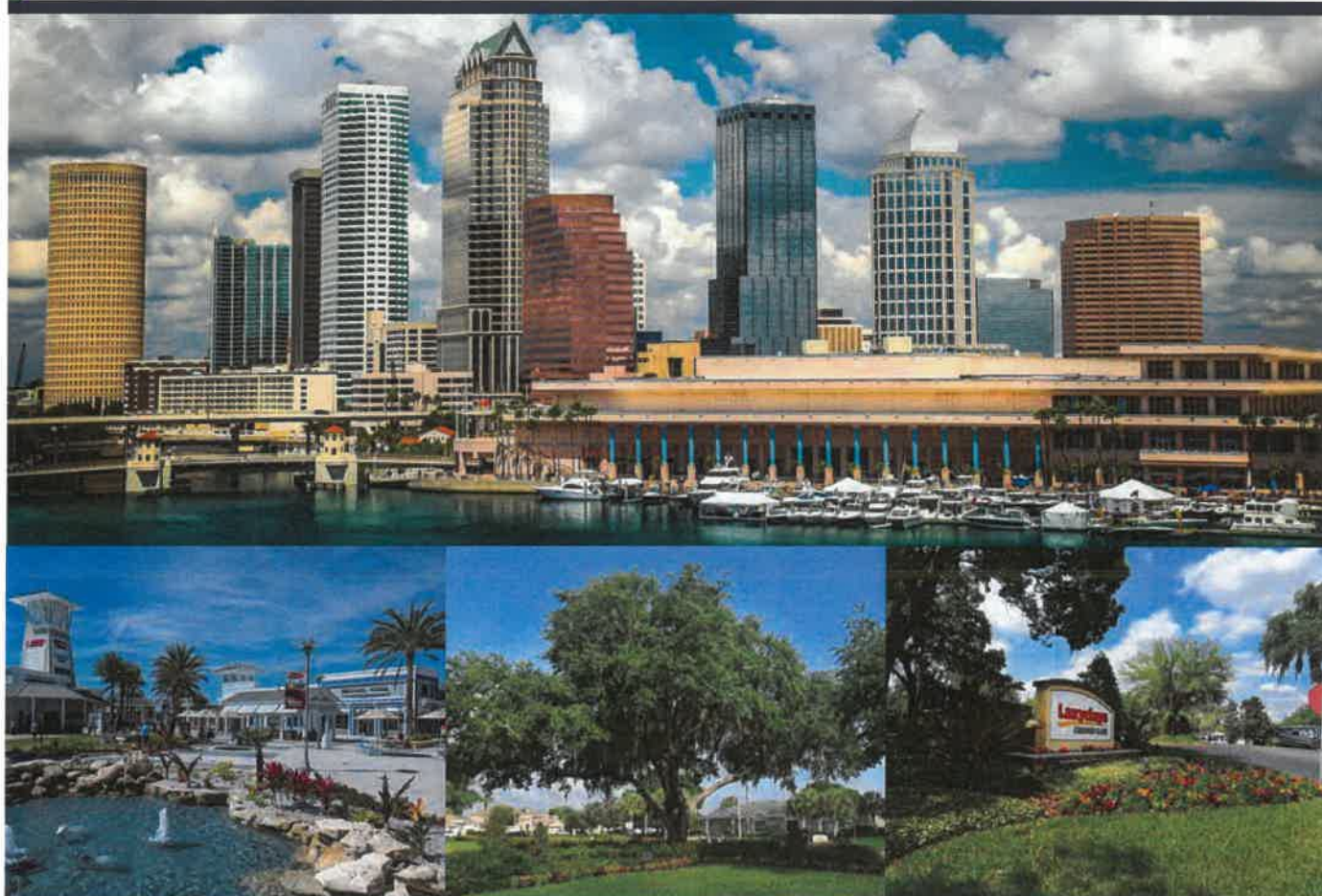
As one of the landscape industry's fastest growing and most awarded commercial landscaping

companies, we are proud to serve more than two thousand client properties from our local branch facilities, across six Southern states.

We offer a uniquely comprehensive suite of services and expertise, allowing us to partner with our clients at any stage in their landscape's life cycle. From a landscape design idea on a computer screen, to a mature and thriving landscape in the ground, Yellowstone Landscape is the only commercial landscaping partner you'll ever need.



## Proud to Serve Tampa



### *Excellence in Commercial Landscaping for Your Tampa Area Properties*

Yellowstone Landscape is proud to serve Tampa's commercial landscaping needs from our local branch location. With **more than 100 local employees**, we're one of the leading commercial landscape service firms in Tampa and the surrounding areas.

We offer landscape design, landscape installation, and landscape maintenance services

to some of the area's most beautiful homeowner associations, city and county governments, master planned developments, corporate **campuses, commercial office parks, schools, universities, hospitals, apartment communities** and retail centers.

Our service teams are ready to provide you with **Tampa's most professional and responsive commercial landscaping services**, always tailored to your needs and expectations.

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#### Tampa Offices

9506 N Trask St.  
Tampa, FL 33624

30319 Commerce Dr.  
San Antonio, FL 33576

813.223.6999

[www.yellowstonelandscape.com](http://www.yellowstonelandscape.com)



# Services for Homeowner Associations



Our comprehensive landscape services for Homeowner Associations are designed to **create beautiful and healthy environments** and enhance the quality of life your residents experience in their community.

Professional Landscape Maintenance of your entryways, common areas, streetscapes, and amenity areas is essential for **creating the right image for your community** and protecting the value of your residents' investments in their homes.

Caring for your community's landscape is likely to be among the largest expenses in your association's annual budget. With the help of the

right landscape service partner, your community will see the value of their investment with every service visit and enjoy all the benefits a well maintained landscape can bring.

## **Key benefits of a professionally maintained landscape include:**

- An Average Increase of 12% in the Value of Your Residents' Homes
- Creating a Sense of Pride in the Community
- Extended Lifespan of Your Community's Landscape Materials and Feature Areas
- Demonstrating Visible Results for Your Residents' Investment in Professional Property Management Services

# Landscape Maintenance



**YELLOWSTONE**  
LANDSCAPE



Landscape Maintenance is all about the details. We're committed to getting the details right, so you can enjoy your landscape and take pride in its appearance.

From week to week, month to month, and year to year, there are hundreds of details that need to be coordinated for your landscape to look its best. Assuring that none of those details are overlooked requires a professionally administered, integrated Landscape Maintenance program.

Synchronizing routine maintenance activities like mowing, edging, weeding, trimming and clean-up, with fertilization and pest management applications, and your irrigation system's schedule and maintenance is no easy task.

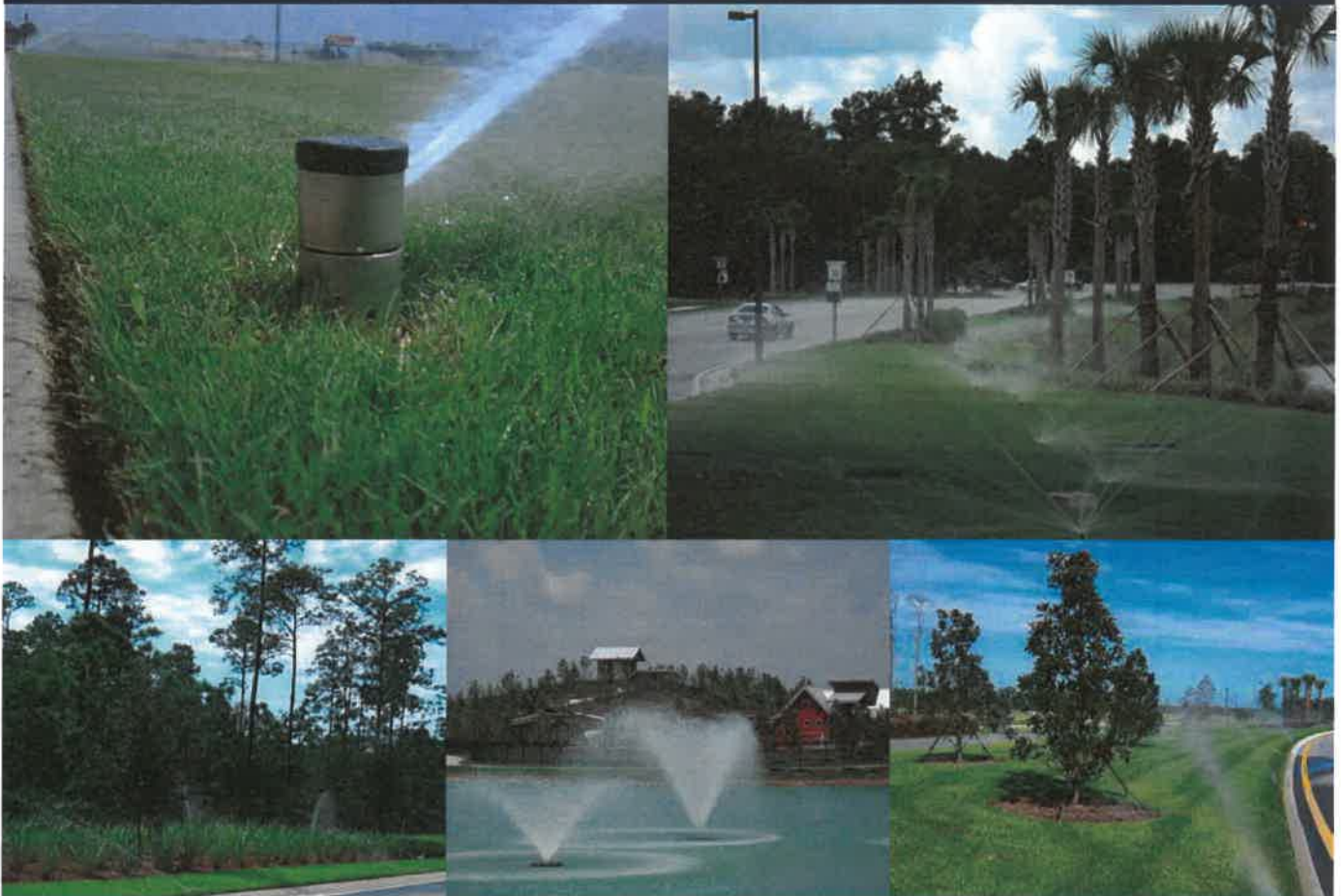
That's why we incorporate all the details of our landscape services into your **Plan for Success™**.

Our Landscape Maintenance teams are trained in our industry's Best Practices. They behave as if they were a part of your staff and work hard to solve problems while they're still called **opportunities**. If the unexpected happens, our teams respond to correct the problem, quickly and professionally.

Your dedicated Account Manager will provide regular updates about what we're doing to maintain your landscape. Our goal is to provide you with **all the information you need** about your landscape, **when you need it**.



# Irrigation Installation & Management



There is **nothing more essential to the success of your landscape** than regular access to the right amount of water.

Commercial irrigation systems are sophisticated technology that require **special certification** to install and operate.

Our Irrigation Installation and Management Professionals are **experts in all major commercial irrigation systems**. From older systems in need of frequent repairs and updates, to the most modern and innovative water-wise systems available, **our Irrigation Teams are dedicated to protecting your valuable water resources**. Once installed, we always adhere

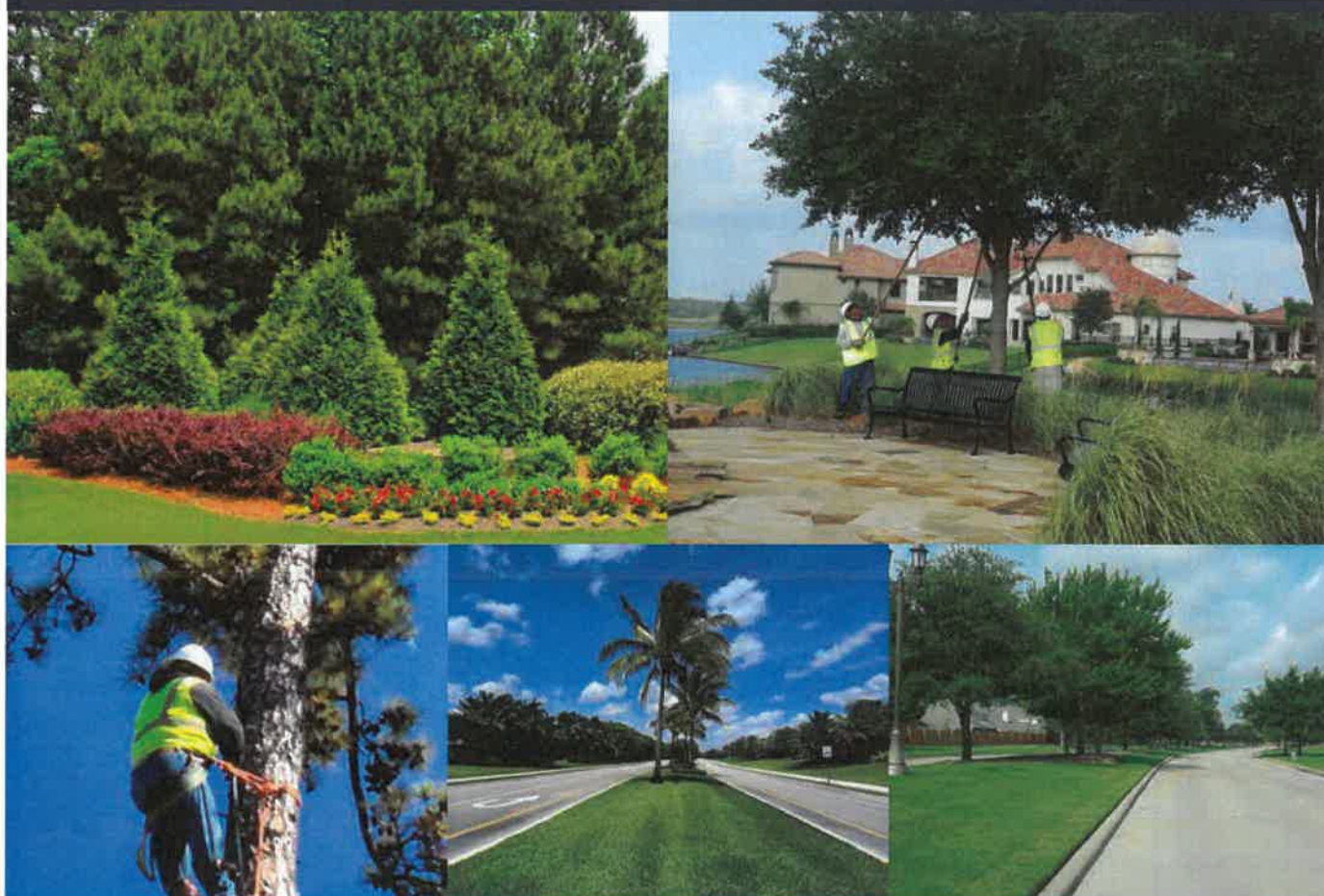
to local ordinances governing water use and have implemented the principles of the leading industry groups. These **guidelines govern how we design, install, and maintain your irrigation system**.

Professional irrigation management is an essential service to eliminate waste in your water consumption and reduce your water usage.

**Yellowstone Landscape provides you with the most experienced team of Irrigation Professionals in the industry.**



# Tree Care Services



Your trees add beauty and value to your property. In the case of mature trees, they are **an absolutely irreplaceable asset**. Keep them healthy and protect your property with regular evaluations and treatments.

Yellowstone Landscape is a full service tree care company, specializing in Plant Health Care and Pruning in accordance with the highest industry standards. Our Tree Care teams are led by **certified Arborists**, educated and trained in all aspects of Arboriculture.

We're dedicated to improving and protecting your trees and shrubs, utilizing the latest innovations in tree care science.

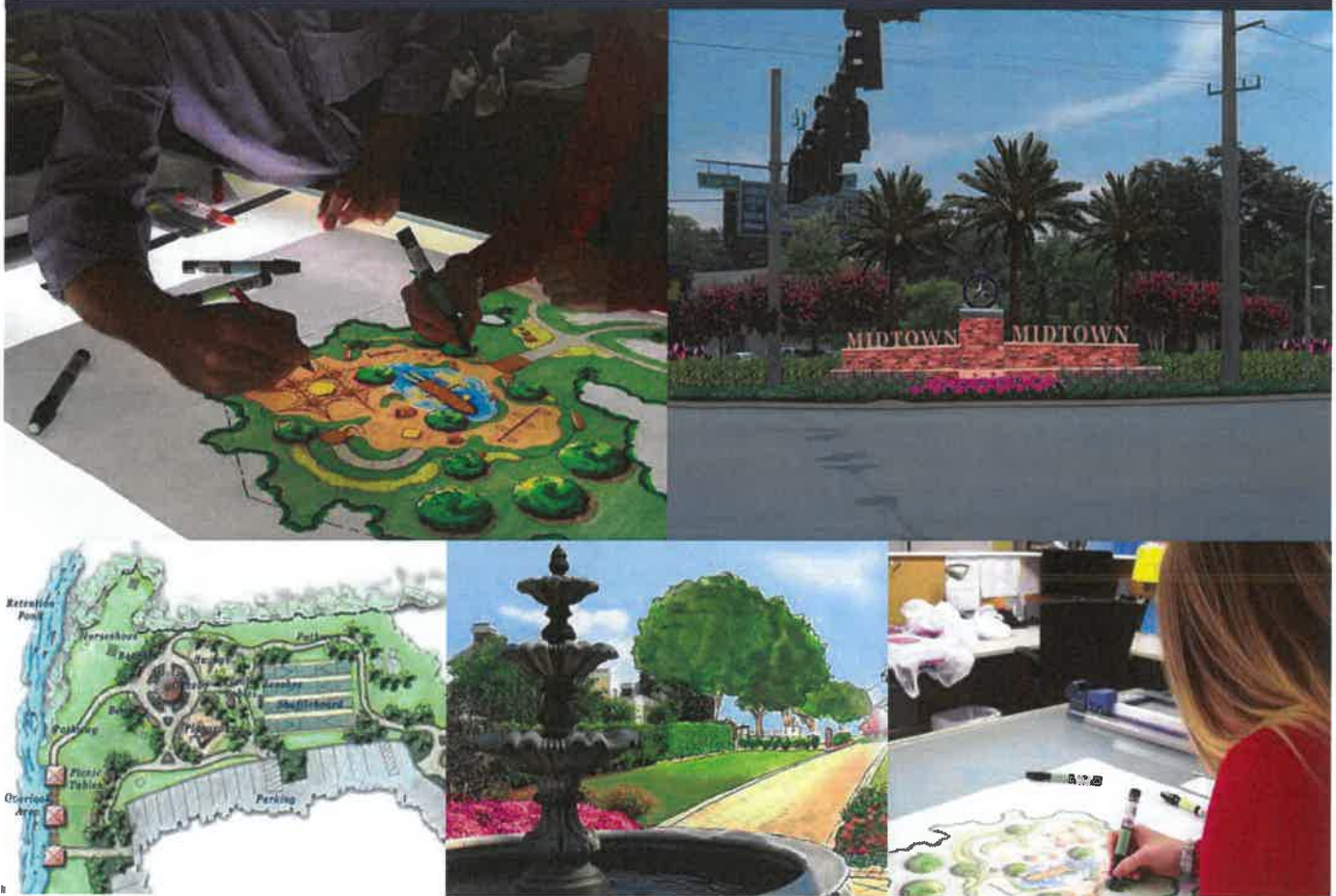
## Our Tree Care services include:

- Pruning
- Cabling & Bracing
- Lightning Protection
- Fertilization
- Disease & Pest Management
- Tree Removal
- Tree Planting
- Stump Grinding
- Root Management

# Landscape Design



**YELLOWSTONE**  
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You need your landscape to look its best, but you're not quite sure where to get started.

Whether you need a landscape design plan for a new development or just want to enhance a few feature areas in your existing landscape, our Landscape Designers are ready to help you see your landscape's full potential.

Our Designers are specially trained, creative professionals. They're knowledgeable about all the latest concepts in landscape design and they're also familiar with your area's local plant materials. This ensures that what they select to plant will thrive once it's in the ground.

The last thing you want is to invest in a landscape installation project, only to see the plants fail within the first year.

Working with a Landscape Designer starts with a meeting to find out what your goals are for your project. They'll create **photo renderings** so you can actually see what your new landscape will look like, before it's planted. You'll be a part of the process from beginning to end.

And best of all, we offer **Landscape Design** as a complimentary service to current Landscape Maintenance clients when we install your landscape enhancement.



# Seasonal Color Installations



If you want to make a big impact and create dramatic curb appeal for your community or commercial property, there is no better way than a professionally designed seasonal color display.

Our landscape designers and color bed installation experts will “bring the wow” to your entrances and feature areas with stunning seasonal color displays using only the highest quality, locally sourced plant materials.

Your color bed installations begin with a custom design proposal tailored to your preferences, incorporating seasonally appropriate flowers. We begin with bed preparation, the most critical part of the installation process, removing the

previous rotation’s plants and groundcover materials, bedline trenching, tilling of the soil and adding high quality fertilizers as needed.

We recommend installations with tighter spacing to create more vibrant color and instant impact. As conditions warrant, we can provide hand-watering and additional fertilization of seasonal flowers to promote healthy growth and prolong bloom times.

Regular maintenance of your seasonal color installation during service visits includes removal of withering plants and monitoring of the soil quality and checking that the plants’ watering requirements are being met.



# Committed to Safety



Yellowstone Landscape has made safety **our number one priority**. We know that we are equally responsible for the safety of our employees, and our clients' residents, employees, guests and their property.

Our commitment to safety includes providing a **safe, healthy work environment**, kept free from hazards. Whether starting or ending the day at one of our branch locations, traveling over the area's roadways, or at a client's work site, all Yellowstone Landscape employees are trained to **behave professionally and remain alert** to all potential safety hazards they may encounter.

## Our Commitment to Safety includes:

- New Employee Training on Safe Operating Procedures
- Strict Compliance to All OSHA Regulations
- Weekly Tailgate Talks Conducted with All Field Service Teams
- Annual Safety Rodeos with Industry Safety Experts
- Dedicated Safety Officers in Each Branch Location
- Mandatory Use of Appropriate Personal Protective Equipment (PPE) at All Times



## Our Fleet Vehicles and Equipment



Yellowstone Landscape takes great pride in the maintenance of our fleet vehicles and the specialized service equipment and tools we use. Our branch locations employ dedicated mechanics, experienced in working with the equipment we use. Their sole responsibility is to keep our fleet and equipment in good working order, many times working overnight to keep equipment in service during the day.

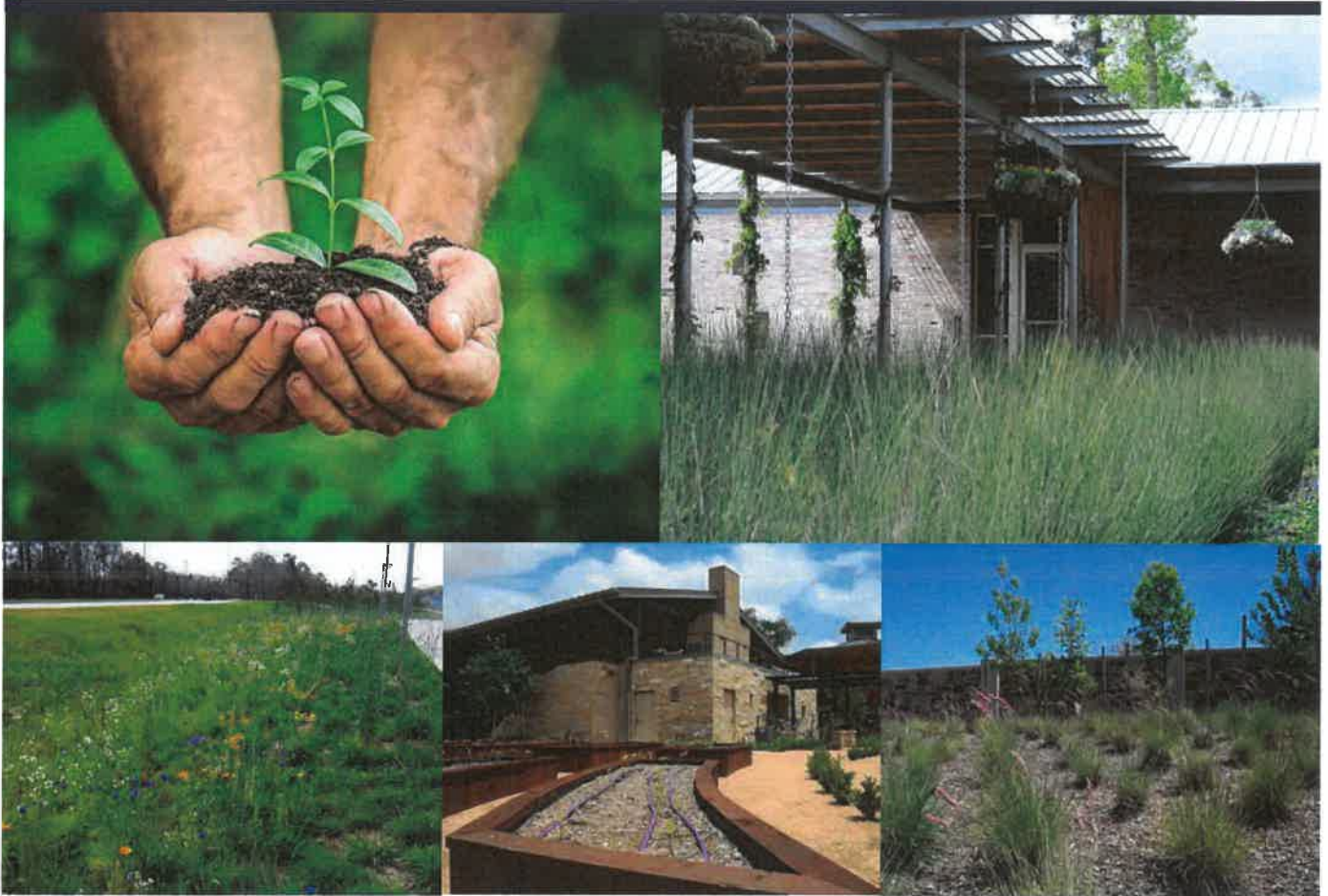
We know how important it is that our service teams have the tools they need to get their jobs done. That's why we strive to keep all our vehicles and equipment in good repair, appearance, and in sanitary clean condition at all times.

All vehicles are appropriately registered and insured, clearly marked with our company identification, regularly inspected for safety and cleanliness, and only operated by licensed, approved drivers.

Our Company Owned Fleet Vehicle and Equipment Listing Includes:

- Over 1000 Trucks, Vans and Utility Vehicles
- Wide Area Mowing Tractors
- Tree Care Trucks with Trailer Chippers
- Assorted Heavy Duty Caterpillar Equipment
- Motorized Work Carts
- Open Bed and Enclosed Trailers
- Motorized Edgers and Trimmers

# Environmental Stewardship



As a leader in the landscaping industry we have an added responsibility to be good stewards of our natural resources. We also understand that many clients have become keenly aware of the need to reduce their environmental impact.

**Our initiatives toward responsible environmental stewardship include:**

**Integrated Pest Management:** IPM Programs use a combination management tools to create an environment where it is less likely that the pest will return.

**Innovation Irrigation:** This includes smart controllers, rain sensors, micro irrigation

and drip irrigation to eliminate water waste, integrating recycled water intakes where natural sources are available.

**Reducing Carbon Emissions:** EFI equipment used by our service personnel reduces our fuel consumption by 25% compared with traditional outdoor power equipment.

**Organic Options:** We offer organic alternatives to all traditional management solutions.

**Drought-Tolerant Plants & Trees:** Installing the right plant material for your property's environment reduces the water consumption necessary for your plants and trees to thrive.



# Our Technology at Work for You



**YELLOWSTONE**  
LANDSCAPE



Technology in the landscape industry is rapidly evolving. Yellowstone Landscape is taking advantage of this innovation to improve our communication, tracking, and billing systems, allowing us to offer more efficient service visits and faster response times for our clients.

Over a decade ago, we began issuing smart phones to all our field service supervisors and technical specialists, but as new products have come to market, Yellowstone has continued to improve our technological capabilities.

All Yellowstone Landscape fleet vehicles are now equipped with GPS tracking devices, enabling us to see where our vehicles are at any given time,

and how long our service crews spend at each property. GPS tracking also enables our Safety teams to make sure our drivers are obeying speed limits and traffic laws.

In addition to field level improvements, Yellowstone continues to lead the industry with real time reporting on costs and labor utilization, enabling us to produce monthly service billings at **greater than 99% accuracy**. We even integrate with most major accounting systems, to help you automate your procurement system's payment processes.

It's our goal to remain technological leaders in our industry, so as technology improves, so will we.

[www.yellowstonelandscape.com](http://www.yellowstonelandscape.com)



## 2021 Hurricane Plan

Yellowstone would like to inform you of our emergency Hurricane response plans for this year.

- **PRE-HURRICANE PREP**

- Several days before a hurricane is scheduled to hit our area, Yellowstone Landscape will make sure we have the proper equipment and supplies in inventory.
  - Chainsaws (chains, oil, fuel, PPE buckets)
  - Generators
  - Fuel (all trucks filled and onsite fueling tanks full)
  - Debris storage area emptied / cleaned
  - Tree stakes / Tree Straps / Binding materials
  - Place large machinery rentals on hold
  - Place dumpster rentals on hold
  - Small items / tools
- Reach out to other Yellowstone branches and establish a plan for support in the case of a major hurricane.
- Establish a plan of contact in the case that cell service is not available.
- Map out areas where debris can be piled until it can be hauled off site if necessary. This will also help expedite clearing of roadways.
- Shut down irrigation pump stations.

- **POST HURRICANE PLAN**

- **PHASE 1 - ASSESSMENT**
  - As soon as it is safe to be out on the road, we will dispatch assessment team to determine high priority areas and an initial plan of attack based on assessment. It is our goal to have your community back in order within



48 hours or sooner. Any debris blocking ingress and egress will be addressed immediately during this assessment time.

○ **PHASE 2 – INGRESS / EGRESS CLEAN-UP**

- Once the assessment of the property is complete, a crew will immediately be dispatched to your property. During this period of clean up, Yellowstone will trade Hurricane clean up services for the regularly scheduled maintenance services of the property. ( If we encounter a low-grade hurricane, typically we are able to change out services with no additional charges) Once the dedicated onsite crew is able to resume their normal daily maintenance services, a fee structure will then take effect for any additional clean up.

Any additional help needed from the branch or surrounding branches will be on call based on severity of storm.

(Branches in Palm Beach, Port St Lucie, Orlando, Daytona, Bradenton, Bunnell, Jacksonville). The primarily focus will be on clearing roadways and eliminating any dangerous situations. At this point, only the necessary debris will be removed and/or taken to pre-approved on-site staging areas. The main goal here is to allow access to the property.

○ **PHASE 3 – CLEAN-UP / DEBRIS REMOVAL**

- Phase 3 will focus on the continued clean-up of the common area property. Yellowstone will begin removing the debris and begin staking any trees during this phase of the clean-up. This phase will take the longest and will culminate with the removal of stumps, repairs to irrigation systems and dealing with any final aesthetic issues. A dedicated Hurricane Clean-up crew (size will be based on severity of storm) will be utilized onsite when normal maintenance crew resumes their contractual duties.

## Experience & References



# Reference Listing



**Project Name**                      **Ballantrae CDD**  
**Contact Information**            Jim Flateau  
813.215.0896  
\$160,000  
March 2012 to Present

**Project Name**                      **K-Bar Ranch II CDD**  
**Contact Information**            Betty Valenti  
813.393.1314  
\$350,000  
April 2018 to Present

**Project Name**                      **Longleaf CDD**  
**Contact Information**            Brian Howell  
813.873.7300  
\$251,000  
July 2016 to Present

**Project Name**                      **Magnolia Park CDD**  
**Contact Information**            Patricia Comings-Thibault  
321.263.0132 x. 205  
\$180,000  
June 2008 to Present

**Project Name**                      **Cypress Preserve CDD**  
**Contact Information**            Brian Howell  
813.873.7300  
\$246,000  
April 2020 to Present

## Personnel





# Principal Officers

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**YELLOWSTONE**  
LANDSCAPE

Our Leadership Team is committed to making Yellowstone Landscape the premier commercial landscape service company in the South and Southwest United States. We bring that excellence to bear on behalf of our clients through industry-leading investments in safety, training, and information systems.

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**Tim Portland** has served as *Chief Executive Officer* of Yellowstone Landscape since 2012. Prior to joining Yellowstone, Mr. Portland was the CEO of United Subcontractors, one of largest installers of insulation and other building products in the country. Over his ten year career at Scotts Miracle-Gro, he led several lines of Scotts' businesses. For five years before joining Scotts, Mr. Portland was a management consultant with McKinsey and Company. He has an MBA from the University of Virginia's Darden Business School, and an undergraduate degree from Dartmouth College.



**Elise Johnson** has been Yellowstone Landscape's *Vice President of Human Resources* since joining the company in 2010. She earned her bachelor's degree from Dickinson College, before completing a Master's Program at Rutgers, The State University of New Jersey. Before joining Yellowstone, Ms. Johnson held similar positions at investment firms in New York and New Jersey. As Vice President of Human Resources, Ms. Johnson and her staff's responsibilities include recruiting, employee retention, training, and compliance.



**James Herth** is Yellowstone Landscape's *Vice President of Business Development*, a position he accepted in 2014, after joining the company in 2011 as Branch Manager in the Jacksonville branch location. Mr. Herth is responsible for the growth and development of the company, overseeing the Business Development team. A twenty-year industry veteran, Mr. Herth is a licensed Arborist and holds a bachelor's degree from Siena Heights University.

# Local Leadership Team

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Your local **Yellowstone** team is dedicated to serving all your landscape needs. We're proud to serve properties across the area, because we're invested in making our community a better place. Here is a brief summary of the experience that selected members of our local leadership team bring to your property.



**James MacWilliam, Branch Manager:** Over 30 years of experience in all facets of the Commercial Landscape Industry (design, install, maintenance, turf mgmt., arbor care, and irrigation mgmt.). He assumed a leadership role ten years ago. He oversees a portfolio of 10 million, with direct daily responsibilities of over 150 employees. Jim excels at customer relations and makes communication a priority in the development of his teams. He utilizes a hands-on approach in all aspects of the branch performance.



**Daniel Trowell, Operations Manager:** Over 20 years of experience in all facets of the Commercial Landscape Industry with 10 years in a leadership role. Dan holds certifications related to design, irrigation, best management practices and safety. He is responsible for the daily scheduling of personnel, equipment and vehicles related to 30 maintenance crews. He works directly with 8 account managers to assist with monitoring and meeting contractual obligations. He participates in quality control and direct communication with customers as well.



**Thomas 'Wayne' Ebanks, Irrigation Division Manager:** Almost 30 years in all facets of the Commercial Landscape Industry with primary focus in irrigation. Wayne is a statewide licensed irrigation contractor. He is certified by all major manufacturers and municipalities in all aspects of irrigation operation and regulation. He is responsible for 12 certified technicians, daily scheduling, purchasing and quality control. He consults in the field as needed. He is a former President of the Florida Irrigation Society/Tampa Chapter and active in the irrigation community.

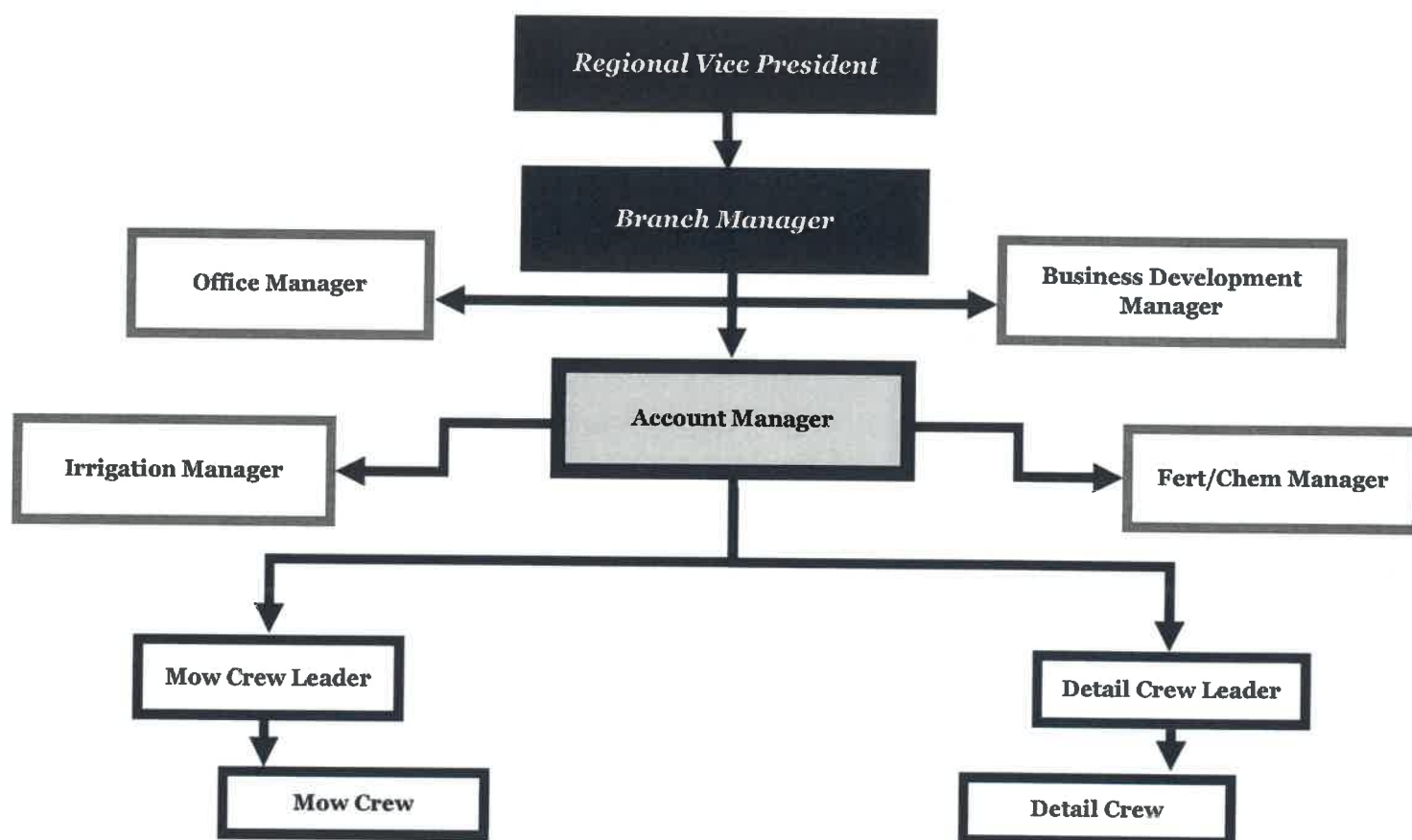


**Allan Alcaide, Horticulture Division Manager:** Allan is a 2<sup>nd</sup> generation Horticulturist, state licensed Certified Pesticide Operator with 20 years of experience. He is a certified Best Management Practice instructor. Allan oversees a staff of 8 certified applicators. He performs monthly horticultural inspections/reviews on all major accounts as well as assisting account managers to deliver and maintain healthy landscapes.

# Personnel Overview



## Organizing Our Service Teams



### Branch Manager:

The Branch Manager is responsible for Yellowstone Landscape's landscape installation and management operations and personnel within the region. The primary responsibilities outlined below are carried out in accordance with the strategic plan and in a manner that will assure peak efficiency and the delivery of high-quality products and services. The Branch Manager reports directly to the Regional Vice President, and works closely with the Executive Team, Business Development Department, Purchasing Agent, other Division Managers, and Office Management in fulfillment of his regular duties.

### Responsible for:

- Planning, Scheduling and Implementation of Operations
- All Landscape Management Practices
- All Landscape Construction Practices
- Client Relations and Service
- Quality Control
- Safety
- Training

# Personnel Overview



## Organizing Our Service Teams

### **Account Manager:**

The Account Manager represents the direct link between Yellowstone Landscape and your Community. In that capacity, he arranges, schedules and directs daily delivery of services in accordance with the performance specifications for your property. The primary responsibilities outlined below are carried out in a manner that will assure peak efficiency and the delivery of high-quality products and services. The Account Manager reports directly to the Branch Manager and works closely with technical support service managers (Fertilization & Chemical, Pesticide Application, Irrigation) in fulfillment of his regular duties.

### **Responsible for:**

- Planning, Scheduling and Implementation of Landscape Operations Activities
- Client Relations and Service
- Budgeting and Cost Tracking
- Quality Control
- Safety
- Training
- Employee Evaluation and Development
- Sustainable Practices

### **Mow and Detail Crew:**

The Mow and Detail Crew consists of a team of experienced landscape and maintenance professionals. Their focus will be on maintaining the community with our commercial equipment. This includes mowing with mowers appropriate for the turf type, blowing, vacuuming, edging and policing (trash pick up). They will fulfill all of the obligations set forth and directed by the Account Manager. Each Mow and Detail Crew will be led by a clearly identifiable, English-speaking leader.





# Personnel Overview



## Organizing Our Service Teams

### **Irrigation Technician:**

The Irrigation Technician oversees all irrigation practices including timers, valves, sprayers and piping. Once per month (unless otherwise noted in the contract specifications), the Irrigation Technician will walk through each zone and assure all irrigation functions work properly. Small adjustments will be made in order to assure water conservation and proper watering techniques. Any major irrigation problems will be expressed and appropriated according to the process defined by Account Manager and Branch Manager.

### **State Licensed Pesticide Contractor:**

This contractor will treat each of the grounds with EPA approved pesticides in accordance with best management practices and will be over-seen/managed through our assigned Account Manager.

### **Fertilization & Chemical Crew:**

The Fertilization & Chemical Crew utilizes proper and sustainable fertilization methods that best fit the community's need and contract specifications. All fertilization and chemical team members are fully trained and licensed. The team is also proactive in alternative fertilization methods that are earth-friendly and sustainable.



# Fertilization and Chemicals

## Your Team

Fertilization and chemicals are often times fundamental to the health of a landscape. Yellowstone Landscape's team of licensed and experienced professionals know the needed nutrients for your property and we apply them through environmentally sensitive practices.

### Fertilization

Our fertilization programs are customized for each property. After all, each property has it's own set of specific needs and requirements. Having developed fertilization programs for golf courses, resorts, and sport fields, our knowledge is extensive, and we apply what we've learned on every property we service.

### Chemicals

Pest management is often needed to protect your living assets. Ants and other bugs can sometimes destroy plant material quickly. Invasive weeds can crowd out healthy landscapes. Our pro-active team identifies problems and works to rid your landscape of harmful weeds and pests.

### Sustainability

Protecting the environment is one of our top priorities. Our fertilization and chemical programs are built around minimizing our environmental footprint. Some of the ways we reduce our environmental impact are:

- Use slow-release fertilizers that minimize run-off.
- Nutrient Management—we provide nutrients based on the plant's need.
- Follow State, County and City Best Management
- Practices to prevent pollution of water sources



### Xeriscaping

A great way to reduce your environmental footprint is through the practice of xeriscaping. Xeriscaping is the practice of landscape design with slow growing, drought tolerant plants. Designing landscapes that use less water, fertilizers and require less maintenance is a great way to reduce your environmental impact.



# Irrigation Experts

## Your Team

A healthy landscape is often times dependent on the condition of the irrigation. Yellowstone Landscape understands this relationship and knows that short cuts taken on irrigation means long term problems in the landscape. Our team works on many aspects of irrigation systems:

### Installation

Our team has had over 15 years of experience installing irrigation systems across the Southeast. From complex systems for large resorts to water-wise systems for commercial properties, our team has what it takes to install any irrigation system.

### Maintenance

Our maintenance team is trained and licensed in maintaining irrigation systems. Our team also knows that if the irrigation isn't properly maintained, your investment could be compromised.

Our irrigation maintenance team performs monthly "wet-checks," replaces and repairs faulty systems (including head replacement, piping repairs, and clock maintenance), and assures proper water coverage for all landscape areas.

### Improvements

Whether you have an old irrigation system or a new system that just doesn't seem to be working properly, you can trust Yellowstone Landscape to make the improvements. We'll analyze coverage, effectiveness and efficiency in order to provide a consistently healthy landscape.



## Licenses & Certifications





# Licenses & Certifications



State of



Florida

Department of Agriculture and Consumer Services  
Bureau of Entomology and Pest Control

## CERTIFIED PEST CONTROL OPERATOR

Number: JF124606

KEVIN PAUL OLIVA

*This is to Certify that the individual named above is a Certified Pest Control Operator and is privileged to practice*

*Lawn & Ornamental*

*in conformity with an Act of the Legislature of the State of Florida regulating the practice of Pest Control and imposing penalties for violations.*



*Charles H. Bronson*  
Charles H. Bronson  
Commissioner of Agriculture

*In Testimony Whereof, Witness this signature at Tallahassee, Florida on April 7, 2009*

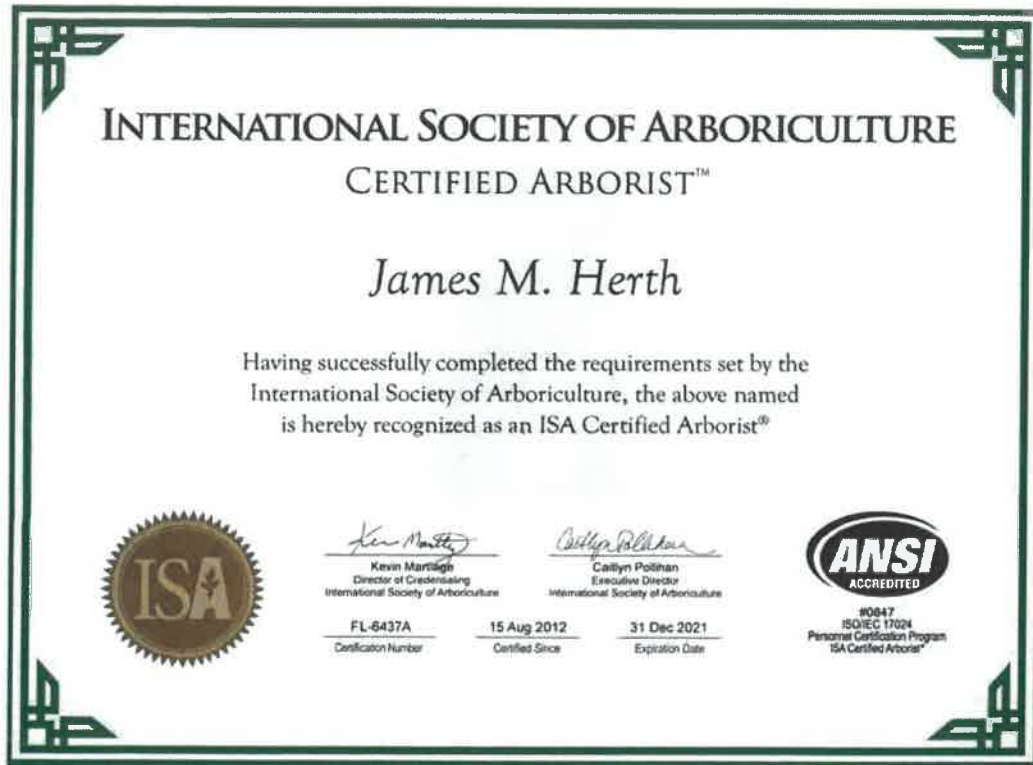
*Chief Bureau of Entomology and Pest Control*

DACS Form 1789, Feb. 99

# Licenses & Certifications



**YELLOWSTONE**  
LANDSCAPE





## *Certificate of Training*

*is provided to*

**Scott Crow**

*for the successful completion of*

**Hazardous Materials Operations/OSHA Level II**

*In accordance with training standards established by  
the U.S. Occupational Safety and Health Administration  
(OSHA) 29 CFR 1910.120(q)*

**April 27, 2018**



*Chris Pappas, Instructor*



# CERTIFICATE OF LIABILITY INSURANCE

4/1/2022

DATE (MM/DD/YYYY)

4/8/2021

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

<b>PRODUCER</b> Lockton Companies 3280 Peachtree Road NE, Suite #250 Atlanta GA 30305 (404) 460-3600	<b>CONTACT NAME:</b>	
	<b>PHONE (A/C, No, Ext):</b> <b>FAX (A/C, No):</b>	
<b>INSURED</b> 1472881 Yellowstone Landscape, Inc. 3235 N State Street P.O. Box 849 Bunnell FL 32110	<b>E-MAIL ADDRESS:</b>	
	<b>INSURER(S) AFFORDING COVERAGE</b>	
	<b>INSURER A:</b> Starr Indemnity & Liability Company	
	<b>INSURER B:</b> Great American Insurance Company	
	<b>INSURER C:</b>	
	<b>INSURER D:</b>	
<b>INSURER E:</b>		
<b>INSURER F:</b>		
<b>NAIC #</b>		

**COVERAGES****CERTIFICATE NUMBER:** 17475376**REVISION NUMBER:** XXXXXXXX

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR <input checked="" type="checkbox"/> Pesticide&Herbicide <input checked="" type="checkbox"/> SIR: \$250,000 GEN'L AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input checked="" type="checkbox"/> PRO-JECT <input checked="" type="checkbox"/> LOC OTHER:	N	N	1000100115211	4/1/2021	4/1/2022	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 100,000 MED EXP (Any one person) \$ 5,000 PERSONAL & ADV INJURY \$ 2,000,000 GENERAL AGGREGATE \$ 2,000,000 PRODUCTS - COM/OP AGG \$ 2,000,000 \$
A	<input checked="" type="checkbox"/> AUTOMOBILE LIABILITY <input checked="" type="checkbox"/> ANY AUTO <input type="checkbox"/> OWNED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS <input checked="" type="checkbox"/> HIRED AUTOS ONLY <input checked="" type="checkbox"/> NON-OWNED AUTOS ONLY	N	N	1000639302211	4/1/2021	4/1/2022	COMBINED SINGLE LIMIT (Ea accident) \$ 2,000,000 BODILY INJURY (Per person) \$ XXXXXXXX BODILY INJURY (Per accident) \$ XXXXXXXX PROPERTY DAMAGE (Per accident) \$ XXXXXXXX \$ XXXXXXXX
B	<input checked="" type="checkbox"/> UMBRELLA LIAB <input checked="" type="checkbox"/> OCCUR EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE DED RETENTION \$ \$0	N	N	TUU 2545544 03	4/1/2021	4/1/2022	EACH OCCURRENCE \$ 10,000,000 AGGREGATE \$ 10,000,000 \$ XXXXXXXX
A A A	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	Y/N N	N/A	100 0004098 (TX) 100 0004099 (FL) 100 0004100 (AZ, NC) 100 0004101 (GA,NM,NV,SC)	4/1/2021 4/1/2021 4/1/2021 4/1/2021	4/1/2022 4/1/2022 4/1/2022 4/1/2022	<input checked="" type="checkbox"/> PER STATUTE <input type="checkbox"/> OTH-ER E.L. EACH ACCIDENT \$ 1,000,000 E.L. DISEASE - EA EMPLOYEE \$ 1,000,000 E.L. DISEASE - POLICY LIMIT \$ 1,000,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

**CERTIFICATE HOLDER**

17475376

Evidence of Coverage

**CANCELLATION** See Attachments

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE

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## Our People. Your Partner.



**YELLOWSTONE**  
LANDSCAPE



At Yellowstone Landscape, we know that our people are what have made us the company we are today.

Our 1800 Full Time Landscape Professionals include industry veterans, many with more than 20 years of experience providing professional landscape services. We also recruit and hire some of the brightest young talent in the industry, recruited from the nation's finest colleges and university Horticulture and Agronomic programs.

We're proud that over 75% of our management staff hold advanced degrees and certifications related to their current position's responsibilities.

Our training programs reach far beyond our industry's Best Practices. We conduct ongoing Safety Training for our crews, to guarantee that they're working safely for you. Members of our management staff receive formal Customer Service Training, teaching them how to understand your expectations and communicate with you effectively and professionally.

**We're proud of our people. We want you to be proud of your landscape service partner.**

# PARKWAY CENTER COMMUNITY DEVELOPMENT DISTRICT

August 25, 2021 Minutes of the Regular Meeting and Public Hearing

## Minutes of the Regular Meeting and Public Hearing

The Regular Meeting and Public Hearing of the Board of Supervisors for Parkway Center Community Development District was held on **Wednesday, August 25, 2021 at 6:30 p.m.** at the Rivercrest Clubhouse located at 11560 Ramble Creek Drive, Riverview, FL 33569.

### 1. CALL TO ORDER/ROLL CALL

Brian Howell called the Regular Meeting and Public Hearing of the Board of Supervisors of the Parkway Center Community Development District to order on **Wednesday, August 25, 2021 at 6:33 p.m.**

Board Members Present and Constituting a Quorum:

Koko Miller	Chair
JoAnn Ward	Vice-Chair
Tanya O'Connor	Supervisor
Linda Bell	Supervisor
Charlotte Hazlewood	Supervisor

Staff Members Present:

Brian Howell	District Manager, Meritus
Scott Steady	District Counsel, Straley Robin Vericker
Tonja Stewart	District Engineer, Stantec

There was one resident audience member in attendance.

### 2. AUDIENCE QUESTIONS AND COMMENT ON AGENDA ITEMS

There were no audience questions or comments on agenda items.

### 3. VENDOR/STAFF REPORTS

#### A. District Counsel

#### B. District Engineer

Mr. Steady went over the settlement agreement and offer from Taylor Morrison. At the previous meeting, the Board asked for two items to be looked into before they made a final decision. Ms. Stewart stated that the one pipe in the Sanctuary was construction related and the builder will be sent a request to resolve. The other pond area has been owned by the CDD since 2001, so the builder had nothing to do with constructing or impacting that pond. Ms. Stewart noted that the aquatics provider seemed to be doing a good job and the area looked better than a year ago. The Board discussed how to proceed based on the research.

MOTION TO:	Accept the offer of \$40,000 from Taylor Morrison and give them a full release.
MADE BY:	Supervisor Miller
SECONDED BY:	Supervisor Bell
DISCUSSION:	None further
RESULT:	Called to Vote: Motion PASSED
	5/0 - Motion passed unanimously

Ms. Steady also stated that he had sent a draft of the warranty for the sewer line for the new amenity to Windward and he was waiting for them to respond back with any comments. The warranty will be for three years.

#### **4. RECESS TO PUBLIC HEARING**

Mr. Howell directed the Board to recess to the public hearing.

#### **5. PUBLIC HEARINGS ON ADOPTING PROPOSED FISCAL YEAR 2022 BUDGET AND LEVYING O&M ASSESSMENTS**

##### **A. Open Public Hearings on Proposed Fiscal Year 2022 Budget and Levying O&M Assessments**

MOTION TO:	Open the public hearings.
MADE BY:	Supervisor Miller
SECONDED BY:	Supervisor O'Connor
DISCUSSION:	None further
RESULT:	Called to Vote: Motion PASSED
	5/0 - Motion passed unanimously

##### **B. Staff Presentations**

Mr. Howell went over Resolution 2021-06 which was adopting the FY 2022 budget and Resolution 2021-07 which was levying of the assessments for FY 2022. Mr. Howell noted that in May, the CDD had voted to not increase the budget based on the sound financial position the District is in and the CDD had a budget in place to not only maintain the assets properly but also put away reserve money. There were a few minor questions from the Board.

##### **C. Public Comments**

There were no public comments.

**D. Close Public Hearings on Proposed Fiscal Year 2022 Budget and Levying O&M Assessments**

MOTION TO:	Close the public hearings.
MADE BY:	Supervisor Ward
SECONDED BY:	Supervisor Miller
DISCUSSION:	None further
RESULT:	Called to Vote: Motion PASSED
	5/0 - Motion passed unanimously

**E. Consideration of Resolution 2021-06; Adopting Fiscal Year 2022 Budget**  
**F. Consideration of Resolution 2021-07; Levying O&M Assessments**

The Board reviewed the resolutions.

MOTION TO:	Approve Resolution 2021-06 and 2021-07.
MADE BY:	Supervisor Ward
SECONDED BY:	Supervisor Miller
DISCUSSION:	None further
RESULT:	Called to Vote: Motion PASSED
	5/0 – Motion passed unanimously

**6. RETURN TO REGULAR MEETING**

Mr. Howell directed the Board to return to the regular meeting.

**7. BUSINESS ITEMS**

**A. Consideration of Resolution 2021-08; Setting Fiscal Year 2022 Meeting Schedule**

The Board reviewed the resolution and meeting schedule.

MOTION TO:	Approve Resolution 2021-08.
MADE BY:	Supervisor Miller
SECONDED BY:	Supervisor Hazlewood
DISCUSSION:	None further
RESULT:	Called to Vote: Motion PASSED
	5/0 - Motion passed unanimously



**B. Discussion on Amenity Center Project**

Mr. Howell went over his latest update on the amenity center and noted it was anticipated that the facility would be open by the end of September. There were some general questions on the CDD onsite person, grand opening, and holiday events.

**C. General Matters of the District**

The Board discussed the landscape program and that they have given LMP the last year to turn things around and the program was still inconsistent. The Board noted the new account manager was not performing at a high level in their opinion. This was based on recent inspections, work orders not being done in a timely manner, and that the Board lacked confidence in LMP at this time. Mr. Howell went over the public bid process and timeline. The Board discussed.

MOTION TO:	Direct staff to conduct the landscape RFP.
MADE BY:	Supervisor O'Connor
SECONDED BY:	Supervisor Ward
DISCUSSION:	None further
RESULT:	Called to Vote: Motion PASSED
	5/0 - Motion passed unanimously

**8. CONSENT AGENDA**

**A. Consideration of Minutes of Board of Supervisors Meeting July 28, 2021**

**B. Consideration of Minutes of Board of Supervisors Continued Meeting August 4, 2021**

**C. Consideration of Operations and Maintenance Expenditures July 2021**

**D. Review of Financial Statements through July 31, 2021**

The Board reviewed the Consent Agenda items.

MOTION TO:	Approve Consent Agenda.
MADE BY:	Supervisor Miller
SECONDED BY:	Supervisor Ward
DISCUSSION:	None further
RESULT:	Called to Vote: Motion PASSED
	5/0 - Motion passed unanimously

**9. MANAGEMENT REPORTS**

**A. District Manager's Report**

**B. Community Inspection Reports**

The Board reviewed the management reports and discussed stocking fish in Pond 1 and 2.

MOTION TO:	Approve the stocking of fish in Pond 1 and 2 with a cap not to exceed \$5,000.
MADE BY:	Supervisor Ward
SECONDED BY:	Supervisor O'Connor
DISCUSSION:	None further
RESULT:	Called to Vote: Motion PASSED
	5/0 - Motion passed unanimously

The Board discussed increasing the holiday lighting budget.

MOTION TO:	Increase the holiday lighting budget by \$2,500 to include the amenity center.
MADE BY:	Supervisor Ward
SECONDED BY:	Supervisor O'Connor
DISCUSSION:	None further
RESULT:	Called to Vote: Motion PASSED
	5/0 - Motion passed unanimously

Supervisor Hazlewood and Supervisor O'Connor will meet with the vendor for design.

**10. SUPERVISOR REQUESTS**

Supervisor Miller commented on the sod damage from the resident who drained their pool on CDD turf, replacement trees for the holly trees that have been removed due to disease, the Summerwood roundabout project (Mr. Howell will get with the HOA), getting a dumpster for the new amenity, and that the berm area is not being maintained routinely.

Supervisor Ward discussed the landscape program issues. Supervisor O'Connor also discussed landscape program issues and mentioned that clippings are not being hauled off at Harvest Glen.

**11. AUDIENCE QUESTIONS, COMMENTS AND DISCUSSION FORUM**

There were no audience questions or comments.

**12. ADJOURNMENT**

MOTION TO:	Adjourn at 7:45 p.m.
MADE BY:	Supervisor Miller
SECONDED BY:	Supervisor O'Connor
DISCUSSION:	None further
RESULT:	Called to Vote: Motion PASSED
	5/0 - Motion passed unanimously

*\*Please note the entire meeting is available on disc*

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

*\*Each person who decides to appeal any decision made by the Board with respect to any matter considered at the meeting is advised that 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.*

**Meeting minutes were approved at a meeting by vote of the Board of Supervisors at a publicly noticed meeting held on \_\_\_\_\_.**

\_\_\_\_\_  
**Signature**

\_\_\_\_\_  
**Signature**

\_\_\_\_\_  
**Printed Name**

\_\_\_\_\_  
**Printed Name**

**Title:**

☐ **Chairman**  
☐ **Vice Chairman**

**Title:**

☐ **Secretary**  
☐ **Assistant Secretary**

*Recorded by Records Administrator*

\_\_\_\_\_  
*Signature*

\_\_\_\_\_  
*Date*

Official District Seal

# **PARKWAY CENTER COMMUNITY DEVELOPMENT DISTRICT**

**September 29, 2021 Minutes of the Regular Meeting**

## **Minutes of the Regular Meeting**

The Regular Meeting of the Board of Supervisors for Parkway Center Community Development District was held on **Wednesday, September 29, 2021 at 6:30 p.m.** at The Rivercrest Clubhouse located at 11560 Ramble Creek Drive, Riverview, FL 33569.

### **1. PLEDGE OF ALLEGIANCE**

### **2. CALL TO ORDER/ROLL CALL**

Brian Howell called the Regular Meeting of the Board of Supervisors of the Parkway Center Community Development District to order on **Wednesday, September 29, 2021 at 6:30 p.m.**

Staff Members Present:

Brian Howell                      District Manager, Meritus

There were no audience members present.

Mr. Howell stated that the meeting will be continued to Wednesday, October 6, 2021 at 6:30 p.m. at the same location.

### **3. AUDIENCE QUESTIONS AND COMMENT ON AGENDA ITEMS**

### **4. VENDOR/STAFF REPORTS**

**A. District Counsel**

**B. District Engineer**

### **5. BUSINESS ITEMS**

**A. Discussion on Amenity Center Project**

### **6. CONSENT AGENDA**

**A. Consideration of Board of Supervisors Regular Meeting August 25, 2021**

**B. Consideration of Operations and Maintenance Expenditures August 2021**

**C. Review of Financial Statements Month Ending August 31, 2021**

### **7. MANAGEMENT REPORTS**

**A. District Manager**

**i. Community Inspection Reports**

### **8. SUPERVISOR REQUESTS**

### **9. AUDIENCE QUESTIONS, COMMENTS AND DISCUSSION FORUM**

### **10. ADJOURNMENT/CONTINUATION**

The meeting was continued to Wednesday, October 6, 2021 at 6:30 p.m. at the same location.



*\*Please note the entire meeting is available on disc*

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

*\*Each person who decides to appeal any decision made by the Board with respect to any matter considered at the meeting is advised that 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.*

**Meeting minutes were approved at a meeting by vote of the Board of Supervisors at a publicly noticed meeting held on \_\_\_\_\_.**

\_\_\_\_\_  
**Signature**

\_\_\_\_\_  
**Signature**

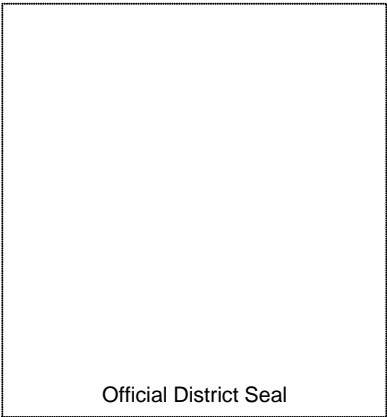
\_\_\_\_\_  
**Printed Name**

\_\_\_\_\_  
**Printed Name**

**Title:**  
☐ **Chairman**  
☐ **Vice Chairman**

**Title:**  
☐ **Secretary**  
☐ **Assistant Secretary**

*Recorded by Records Administrator*



\_\_\_\_\_  
*Signature*

\_\_\_\_\_  
*Date*

## Parkway Center Community Development District Summary of Operations and Maintenance Invoices

Vendor	Invoice/Account Number	Amount	Vendor Total	Monthly Budget	Comments/Description
<b>Monthly Contract</b>					
AquaPRO	21 080311	\$ 2,100.00			Pool Maintenance 7/3/2021
First Choice Aquatic Weed Management	61883	143.00			Waterway Services 7/21/2021
First Choice Aquatic Weed Management	61879	1,670.00			Waterway Service 7/28/2021
First Choice Aquatic Weed Management	61884	740.00	<b>\$ 2,553.00</b>		Removal of Invasive vegetation 7/29/2021
Meritus Districts	10771	7,720.10		\$ 7,947.25	Management Services - August
<b>Monthly Contract Sub-Total</b>		<b>\$ 12,373.10</b>			
<b>Variable Contract</b>					
Burr Forman	1251417	\$ 1,710.00			Professional Services Thru 6/30/2021
Cardno	317002	225.00			Professional Services Thru 7/30/2021
<b>Variable Contract Sub-Total</b>		<b>\$ 1,935.00</b>			
<b>Utilities</b>					
Tampa Electric	211001800146 080521	\$ 620.65			Electric Services Thru 7/30/2021
Tampa Electric	211001800369 080521	489.92			Electric Services Thru 7/30/2021
Tampa Electric	211001800609 080521	444.62			Electric Services Thru 7/30/2021
Tampa Electric	221007991963 080521	227.74			Electric Services Thru 7/30/2021
Tampa Electric	221008055560 080521	892.06			Electric Services Thru 7/30/2021
Tampa Electric	311000070319 080421	8,072.42	<b>\$ 10,747.41</b>	\$ 3,583.33	
<b>Utilities Sub-Total</b>		<b>\$ 10,747.41</b>			
<b>Regular Services</b>					
Carson's Lawn & Landscaping Services	6840	\$ 3,325.00			Palm And Pine Tree Removal 08/23/2021

## Parkway Center Community Development District Summary of Operations and Maintenance Invoices

Vendor	Invoice/Account Number	Amount	Vendor Total	Monthly Budget	Comments/Description
Don Harrison Enterprises	2792	450.00			Routine Maintenance 08/4/2021
Jared Lee	JL081821	198.00			Off Duty Patrol 7/24/2021
Navitas Lease Corp	40819292 080421	804.78			Fitness Equipment 8/4/2021
Supervisor: Charlotte Hazlewood	CH082521	200.00			Supervisor Fee 8/25/2021
Supervisor: Jo Ann Ward	JW080421	200.00			Supervisor Fee August 2021
Supervisor: Jo Ann Ward	JW082521	200.00			Supervisor Fee 8/25/2021
Supervisor: Koko Miller	KM080421	200.00			Supervisor Fee 8/25/2021
Supervisor: Koko Miller	KM082521	200.00			Supervisor Fee 8/25/2021
Supervisor: Linda Bell	LB080421	200.00			Supervisor Fee August 2021
Supervisor: Linda Bell	LB082521	200.00			Supervisor Fee 8/25/2021
Supervisor: Tanya O`Conner	TO080421	200.00			Supervisor Fee 8/25/2021
Supervisor: Tanya O`Conner	TO082521	200.00	<b>\$ 1,800.00</b>		Supervisor Fee 8/25/2021
Tampa Bay Times	117541 072821	2,105.25			O&M Assessment 7/28/2021
Tampa Bay Times	117541 080421	370.22	<b>\$ 2,475.47</b>		Budget Hearing 8/4/2021
<b>Regular Services Sub-Total</b>		<b>\$ 9,053.25</b>			

Additional Services					
Cory Copeland	CC080921	\$ 198.00			Off duty Patrol 8/7/2021
Cory Copeland	CC081121	198.00			Off Duty Patrol 8/11/2021
Cory Copeland	CC081721	198.00			Off Duty Patrol 8/16/2021
Cory Copeland	CC 082321	198.00			Off Duty Patrol 8/20/2021
Cory Copeland	CC082321	198.00	<b>\$ 990.00</b>		Off Duty Patrol 8/22/2021
Dog Waste Depot	416178	106.66			Dog Waste Roll Bag 6/14/2021
Eddy Montrose	EM082621	198.00			Off Duty Patrol 8/24/2021
Hillsborough County BOCC	HC BOCC 081721	15,838.00			Amenity Facility Construction 8/18/2021
Hillsborough County Sheriffs Office	42182	117.50			Off Duty Patrol 7/31/2021
Kristian Brode	KB080321	132.00			Off Duty Patrol 7/30/2021

## Parkway Center Community Development District Summary of Operations and Maintenance Invoices

Vendor	Invoice/Account Number	Amount	Vendor Total	Monthly Budget	Comments/Description
LMP	161739	171.20			Irrigation Repairs 7/23/2021
LMP	162083	28.00			Keyed Padlock 7/29/2021
LMP	162193	253.35			Irrigation Inspection Repairs 8/3/2021
LMP	162274	76.38			Irrigation Inspection Repairs 8/10/2021
LMP	162275	121.80			Irrigation Repairs 8/10/2021
LMP	162304	70.00	<b>\$ 720.73</b>		summer Mix 8/11/2021
Nichols Landscape	MPC15 2 65	2,263.47			Miscellaneous Tasks and Meetings 8/2/2021
Rivercrest	023	175.00			Facility Usage 8/25/2021
Rivercrest CDD	022	175.00			Facility Usage 8/4/2021
<b>Additional Services Sub-Total</b>		<b>\$ 20,716.36</b>			
<b>TOTAL:</b>		<b>\$ 54,825.12</b>			

Approved (with any necessary revisions noted):

Signature

Printed Name

**Title (check one):**

☐ Chairman ☐ Vice Chairman ☐ Assistant Secretary





**AquaPRO**  
Pool Solutions

**Jorge Lopez**

Owner

2513 DAKOTA ROCK DR.

RUSKIN, FL 33570

Phone: (813)482-1932

Email: aquapro.pool.solutions@gmail.com

# INVOICE

INVOICE # 21-080311

DATE: AUGUST 3, 2021

**TO PARKWAY CENTER CDD**  
**7461 S. FALKENBURG DR.**  
**RIVERVIEW, FL 33578**  
**(813) 873-7300**

**JOB: MONTHLY POOL MAINTENANCE**  
**JULY 2021**

QUANTITY	DESCRIPTION	UNIT PRICE	LINE TOTAL
1	POOL MONTHLY MAINTENANCE	\$2,100.00	\$2,100.00
	• 3-Visits per Week (YEAR-ROUND)		
	• Chemicals Included		
	• Filtration Cleaning		
	• Pool Vacuuming and Skimming		
	• Water Testing and Balancing		
	• Daily Equipment Inspection		
	• Free Minor Equipment Repair		

**TECHNICIAN NOTES:** Property's water supply has not been connected yet.

**SUBTOTAL** \$2,100.00

**SALES TAX** INCLUDED

**TOTAL** \$2,100.00

Make all checks payable to **AQUAPRO POOL SOLUTIONS**

**THANK YOU FOR YOUR BUSINESS!**

First Choice Aquatic Weed Management, LLC

P.O. Box 593258  
Orlando, FL 32859

Phone: 407-859-2020  
Fax: 407-859-3275

# Invoice

Date	Invoice #
7/21/2021	61883

**Bill To**

Parkway Center CDD  
c/o Meritus Corp.  
2005 Pan Am Circle Dr., Ste. 300  
Tampa, FL 33067

Customer P.O. No.	Payment Terms	Due Date
	Net 30	8/20/2021

Description	Amount
Initial treatment and control of exotic and nuisance species at Clubhouse \$143. Completed 07/26/2021  <i>B.D. 4615-5390</i>	143.00

Thank you for your business.

<b>Total</b>	\$143.00
<b>Payments/Credits</b>	\$0.00
<b>Balance Due</b>	\$143.00

# Invoice

First Choice Aquatic Weed Management, LLC

P.O. Box 593258  
Orlando, FL 32859

Phone: 407-859-2020  
Fax: 407-859-3275

Date	Invoice #
7/28/2021	61879

## Bill To

Parkway Center CDD  
c/o Meritus Corp.  
2005 Pan Am Circle Dr., Ste. 300  
Tampa, FL 33067

Customer P.O. No.	Payment Terms	Due Date
	Net 30	8/27/2021

Description	Amount
Monthly waterway service for the month this invoice is dated - 21 waterways	1,670.00
<i>BSk 4615 5396</i>	

Thank you for your business.

<b>Total</b>	\$1,670.00
<b>Payments/Credits</b>	\$0.00
<b>Balance Due</b>	\$1,670.00



# First Choice Aquatic Weed Management, LLC.

## Lake & Wetland Customer Service Report

Job Name: \_\_\_\_\_  
 Customer Number: 426 Customer: FCA - PARKWAY CENTER CDD  
 Technician: Jason Marks  
 Date: 07/22/2021 Time: 08:25 AM

Customer Signature: \_\_\_\_\_

Waterway Treatment	AP	1	2	3	4													
Algae		x	x	x	x													
Submersed Weeds		x	x	x	x													
Grasses and Brush	x	x	x	x	x													
Floating Weeds	x																	
Blue Dye																		
Inspection																		
Request for Service																		
Restriction																		
(# of days)																		

### CLARITY

- ☐ < 1'  
☒ 1-2'  
☐ 2-4'  
☐ > 4'

### FLOW

- ☐ None  
☐ Slight  
☒ Visible

### METHOD

- ☒ ATV  
☐ Airboat  
☐ Backpack

- ☐ Boat  
☐ Truck

### CARP PROGRAM

- ☐ Carp observed  
☐ Barrier Inspected

### WATER LEVEL

- ☒ High  
☐ Normal  
☐ Low

### WEATHER

- ☐ Clear  
☒ Cloudy  
☒ Windy  
☒ Rainy

### FISH and WILDLIFE OBSERVATIONS

- |   |   |  |   |   |
|---|---|--|---|---|
| <input checked="" type="checkbox"/> Alligator | <input checked="" type="checkbox"/> Catfish   | <input checked="" type="checkbox"/> Gallinules | <input checked="" type="checkbox"/> Osprey  | <input type="checkbox"/> Woodstork        |
| <input checked="" type="checkbox"/> Anhinga   | <input type="checkbox"/> Coots                | <input checked="" type="checkbox"/> Gambusia   | <input type="checkbox"/> Otter              | <input checked="" type="checkbox"/> Ducks |
| <input checked="" type="checkbox"/> Bass      | <input checked="" type="checkbox"/> Cormorant | <input checked="" type="checkbox"/> Herons     | <input type="checkbox"/> Snakes             | <input type="checkbox"/> _____            |
| <input checked="" type="checkbox"/> Bream     | <input checked="" type="checkbox"/> Egrets    | <input checked="" type="checkbox"/> Ibis       | <input checked="" type="checkbox"/> Turtles | <input type="checkbox"/> _____            |

### NATIVE WETLAND HABITAT MAINTENANCE

- |   |   |  |
|---|---|--|
| <input checked="" type="checkbox"/> Arrowhead | <input checked="" type="checkbox"/> Bulrush | <input type="checkbox"/> Golden Canna              |
| <input checked="" type="checkbox"/> Bacopa    | <input type="checkbox"/> Chara              | <input checked="" type="checkbox"/> Gulf Spikerush |
| <input type="checkbox"/> Blue Flag Iris       | <input type="checkbox"/> Cordgrass          | <input type="checkbox"/> Lily                      |

### Beneficial Vegetation Notes:

- |  |                                |
|--|--------------------------------|
| <input type="checkbox"/> Naiad                   | <input type="checkbox"/> _____ |
| <input checked="" type="checkbox"/> Pickerelweed |                                |
| <input type="checkbox"/> Soft Rush               | <input type="checkbox"/> _____ |



# Invoice

First Choice Aquatic Weed Management, LLC

P.O. Box 593258  
Orlando, FL 32859

Phone: 407-859-2020

Fax: 407-859-3275

Date	Invoice #
7/29/2021	61884

## Bill To

Parkway Center CDD  
c/o Meritus Corp.  
2005 Pan Am Circle Dr., Ste. 300  
Tampa, FL 33067

Customer P.O. No.	Payment Terms	Due Date
	Net 30	8/28/2021

Description	Amount
Removal of Brazilian peppers and spot treating all invasive vegetation with an appropriate chemical herbicide and the stumps will be chemically treated. Removal of debris and deposited off-site. Completed 07/26/2021	740.00
<i>SP 11614 5390</i>	

Thank you for your business.

<b>Total</b>	\$740.00
<b>Payments/Credits</b>	\$0.00
<b>Balance Due</b>	\$740.00

## Meritus Districts

2005 Pan Am Circle  
Suite 300  
Tampa, FL 33607

Voice: 813-397-5121  
Fax: 813-873-7070

# INVOICE

INVOICE NO.: 10771

DATE: 08/01/2021

DUE DATE: 08/01/2021

### BILLING ADDRESS

Parkway Center CDD  
2005 Pan Am Circle, Suite 300  
Tampa, FL 33607

QTY	DESCRIPTION	UNIT PRICE	AMOUNT
	District Management Services August		2,403.33
	Field Management		2,308.93
	Recording Secretary		333.33
	Technology Services		200.00
	Accounting Services		2,406.41
	Postage June		46.65
143	Copies BW June	0.15	21.45
SUBTOTAL			7,720.10
NEW CHARGES			
TOTAL			7,720.10





REMITTANCE ADDRESS  
Post Office Box 830719  
Birmingham, Alabama 35283-0719  
Main: (205) 251-3000  
<https://www.BURR.com/payment/>  
Tax ID #63-0322727

PARKWAY CENTER CDD  
c/o MERITUS CORP.  
2005 PAN AM CIRCLE, STE 300  
TAMPA, FL 33607-2529

30 Jul 2021  
Invoice # 1251417  
Bill Atty: S. Steady  
As of 06/30/21

1202882 PARKWAY CENTER CDD  
0002817 Parkway General File

**BILL SUMMARY THROUGH JUNE 30, 2021**

Professional Services	\$1,710.00
<b>TOTAL DUE THIS BILL</b>	<b>\$1,710.00</b>

**WIRING/ACH INSTRUCTIONS:**

Account Name: Burr & Forman LLP  
420 North 20<sup>th</sup> Street, Suite 3400  
Birmingham, Alabama 35203  
Bank Name: Wells Fargo Bank  
420 Montgomery Street  
San Francisco, CA 94104  
Wire Routing Transit Number: 121000248  
ACH Routing Transit Number: 062000080  
Account Number: 2000686788359  
SWIFT Code: WFBUS6S

PLEASE EMAIL REMITTANCE ADVICE TO:  
[AccountsReceivable@burr.com](mailto:AccountsReceivable@burr.com)

Received  
AUG 02 2021

**REMITTANCE COPY**

PLEASE INCLUDE THE INVOICE NUMBER or CLIENT ID WITH YOUR PAYMENT

For your convenience, pay online at <https://www.Burr.com/payment> (Bank Draft or Credit Card)

Please direct inquiries to Ereina Guzman at [eguzman@burr.com](mailto:eguzman@burr.com) or [BFRReceivables@burr.com](mailto:BFRReceivables@burr.com)

# BURR & FORMAN LLP

1202882 PARKWAY CENTER CDD  
0002817 Parkway General File

30 Jul 2021  
Invoice # 1251417  
Page 2

PARKWAY CENTER CDD  
c/o MERITUS CORP.  
2005 PAN AM CIRCLE, STE 300  
TAMPA, FL 33607-2529

30 Jul 2021  
Invoice # 1251417  
Bill Atty: S. Steady  
As of 06/30/21

EMPLOYER I.D. #63-0322727

1202882 PARKWAY CENTER CDD  
0002817 Parkway General File

Date	Description	Tkpr	Hours	Rate	Value
06/03/21	Call from Brian Howell to discuss issues with Rec Center.	SIS	0.20	300.00	\$60.00
06/07/21	Attend conference call with engineer, contractor and Brian to go over the status of the project; outline issues.	SIS	0.50	300.00	\$150.00
06/10/21	Call to Tonja to discuss status of permit; email with Brian; call with Trevor to discuss options on sewer line.	SIS	0.70	300.00	\$210.00
06/14/21	Email to Brian regarding board response; discuss alternatives with Brian; call with Tonja.	SIS	0.50	300.00	\$150.00
06/15/21	Calls with Brian regarding issues with amenity center; call with Tonja; set up conference call; email update to Board; email Board members.	SIS	1.00	300.00	\$300.00
06/21/21	Conference call with contractor and Stantec; call with Brian to update him	SIS	1.00	300.00	\$300.00



# BURR & FORMAN LLP

1202882 PARKWAY CENTER CDD  
0002817 Parkway General File

30 Jul 2021  
Invoice # 1251417  
Page 3

Date	Description	Tkpr	Hours	Rate	Value
	and discuss time frame.				
06/22/21	Email Board with an update.	SIS	0.40	300.00	\$120.00
06/23/21	Attend Board meeting.	SIS	0.50	300.00	\$150.00
06/24/21	Call with Rick to follow-up on meeting actions; email TM for status.	SIS	0.20	300.00	\$60.00
06/29/21	Review contract for warranty provisions; call to contractor; outline extended warranty.	SIS	0.50	300.00	\$150.00
06/30/21	Follow-up with Trevor regarding warranty.	SIS	0.20	300.00	\$60.00
Total Services					\$1,710.00

Total Services and Disbursements	\$1,710.00
TOTAL NOW DUE	\$1,710.00

## SUMMARY OF SERVICES

Name	Rate	Hours	Amount
Scott Steady	\$300.00	5.70	\$1,710.00
TOTALS		5.70	\$1,710.00



**Check Remittance:**  
Cardno, Inc.  
P.O. Box 123422  
Dallas, TX 75312-3422

# INVOICE

**EFT Remittance:**  
Account Name: Cardno, Inc.  
Bank Name: HSBC Bank USA, NA  
ABA Number: 123006389  
Account Number: 447006894  
Email Notification: CBS.EFT@cardno.com  
Taxpayer ID No. 45-2663666

**Corporate Headquarters:** 10004 Park Meadows Drive Suite 300, Lone Tree, CO 80124 **Phone:** 720 257 5800 **Fax:** 720 257 5801 **www.cardno.com**  
*Please include an invoice copy with payment or reference the invoice number on your remittance.*

**Parkway Center CDD**  
**Gene Roberts**  
**2005 Pan Am Circle**  
**Suite 120**  
**Tampa FL 33607**

**Invoice # :** 317002  
**Invoice Date :** 08/10/2021  
**Terms :** 30 Days  
**Project :** R19X438000  
**Project Manager :** White, Christopher A.

**Project Name : Parkway Center CDD: Falkenburg Road Extension**

EMAIL ONLY: districtinvoices@merituscorp.com and  
gene.roberts@merituscorp.com

If you have any questions regarding your project, please contact Chris  
White. Email: Chris.White@cardno.com Phone: 574-249-8504.

**For Professional Services Rendered through: 7/30/2021**

**Phase: 58\*19 - Mitigation Maint**

	<i>Amount</i>
Monthly Fee	225.00
-July Event	
<b>Subtotal</b>	<b>225.00</b>
<b>Total This Phase</b>	<b>\$225.00</b>
<b>Total Fee Type CPM:</b>	<b>225.00</b>

**Amount Due this Invoice** **\$225.00**

## Outstanding Invoices

Number	Date	Balance
317002	08/10/2021	225.00
<b>Total Now Due</b>		<b>225.00</b>

## Aging Balances

Under 30	31 - 60	61 - 90	Over 90
225.00	0.00	0.00	0.00

<b>Project #:</b>	R19X438000	<b>Lake Management</b>	✓
<b>Project Name:</b>	Falkenburg Rd Extension	<b>Mitigation Maintenance</b>	✓
<b>Phase:</b>	58*19	<b>Technician:</b> FTN	<b>Other</b> ✓

TREATMENT DATE	AREAS TREATED / METHOD OF TREATMENT / RESTRICTIONS
08/04/21	Mit Site/ Herb Applic
01/00/00	0
01/00/00	0
01/00/00	0
01/00/00	0
01/00/00	0
01/00/00	0
01/00/00	0
01/00/00	0
01/00/00	0
01/00/00	0

SPECIES TREATED:					
algae	-	paragrass	X	<b>Additional Services:</b>	
alligator weed	X	pennywort	-	dead fish clean up	-
azola	-	primrose willow	X	midge treatments	-
bacopa	-	punk tree	-	trash pick-up	-
bahiagrass	-	ragweed	X		
barnyard grass	X	salt bush	-		
Bermuda grass	X	sedges	-		
Brazilian pepper	-	sesbania	X		
caeserweed	X	soda apple	-		
Carolina willow	X	southern niaid	-		
castorbean	-	Spanish needles	-		
cattail	-	spike rush	-		
Chinese tallow	-	thistle	-		
climbing hempvine	X	torpedograss	X		
cogongrass	X	vetch	-		
dayflower	-	vines	X		
dog fennel	X	water fern	-		
dollarweed	-	water hyacinth	-		
duckweed	-	water-lettuce	-		
elderberry	-	water-lily	-		
grasses	X	watermeal	-		
hairy-pod cowpea	X	widgit grass	-		
hydrilla	-	wild taro	-		
hydrocotyle	-				
indigo	X				

<b>Comments:</b>

Statement Date: 08/05/2021  
Account: 211001800146

PARKWAY CENTER CDD  
PARKWAY CENTER CDD  
OAK CREEK PH 1C-1 RD  
RIVERVIEW, FL 33569-0000



Current month's charges: \$620.65  
Total amount due: \$620.65  
Payment Due By: 08/26/2021

**Your Account Summary**

Previous Amount Due	\$620.65
Payment(s) Received Since Last Statement	-\$620.65
<b>Current Month's Charges</b>	<b>\$620.65</b>
<b>Total Amount Due</b>	<b>\$620.65</b>

53100/4307

**Digging? Make the right call**



Know what's below.  
Call before you dig.

Call 811 two business days before your project to have utility lines marked for free. Utility lines can easily be damaged by planting trees, installing fences, etc. Avoid potential service interruptions for you and your neighbors. Digging on Saturday? Call 811 by Wednesday. Visit [sunshine811.com](http://sunshine811.com) or [tampaelectric.com/811](http://tampaelectric.com/811).

Amount not paid by due date may be assessed a late payment charge and an additional deposit.

**Thanks for your vote of confidence.**

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[tampaelectric.com/news](http://tampaelectric.com/news)



2021  
TRUSTED  
BUSINESS  
PARTNER

To ensure prompt credit, please return stub portion of this bill with your payment. Make checks payable to TECO.



**WAYS TO PAY YOUR BILL**



See reverse side for more information

Account: 211001800146

Current month's charges: \$620.65  
Total amount due: \$620.65  
Payment Due By: 08/26/2021

**Amount Enclosed** \$

620519427763

PARKWAY CENTER CDD  
PARKWAY CENTER CDD  
2005 PAN AM CIRCLE SUITE 300  
TAMPA, FL 33607

MAIL PAYMENT TO:  
TECO  
P.O. BOX 31318  
TAMPA, FL 33631-3318



**Account:** 211001800146  
**Statement Date:** 08/05/2021  
**Current month's charges due** 08/26/2021



## Details of Charges – Service from 07/01/2021 to 07/30/2021

Service for: OAK CREEK PH 1C-1 RD, RIVERVIEW, FL 33569-0000

**Rate Schedule: Lighting Service**

### Lighting Service Items LS-1 (Bright Choices) for 30 days

Lighting Energy Charge	612 kWh @ \$0.02712/kWh	\$16.60
Fixture & Maintenance Charge	19 Fixtures	\$127.24
Lighting Pole / Wire	19 Poles	\$454.48
Lighting Fuel Charge	612 kWh @ \$0.03136/kWh	\$19.19
Storm Protection Charge	612 kWh @ \$0.00354/kWh	\$2.17
Florida Gross Receipt Tax		\$0.97
<b>Lighting Charges</b>		<b>\$620.65</b>

### Total Current Month's Charges

**\$620.65**

00000067-0000722-Page 17 of 26

## Important Messages

### More clean energy to you

Tampa Electric has reduced its use of coal by 94% over the past 20 years and has cut its carbon footprint in half. This is all made possible through investments in technology that help us use more solar and cleaner, domestically produced natural gas to produce electricity. Today, Tampa Electric is the state's top producer of solar energy per customer. Our diverse fuel mix for the 12-month period ending June 2021 includes Natural Gas 74%, Purchased Power 13%, Coal 7% and Solar 6%.

### Fuel increase will raise lighting bills

The cost of natural gas, which is used to generate electricity, is passed through from fuel suppliers to you with no markup or profit to Tampa Electric. Due to a significant rise in global natural gas prices, the Florida Public Service Commission (PSC) has approved an increase to customer bills from September through the end of the year. Even with this increase, the typical residential bill would remain among the lowest in Florida and significantly below the national average. Visit [tampaelectric.com/ratecommunications](http://tampaelectric.com/ratecommunications) to view the lighting rates communication included with the August billing statement, as well as resources and programs available for customers in need.

Statement Date: 08/05/2021

Account: 211001800369

PARKWAY CENTER CDD  
PARKWAY CENTER CDD  
BLUE BEECH RD  
RIVERVIEW, FL 33569-0000



Current month's charges:	\$489.92
Total amount due:	\$489.92
Payment Due By:	08/26/2021

### Your Account Summary

Previous Amount Due	\$489.92
Payment(s) Received Since Last Statement	-\$489.92
<b>Current Month's Charges</b>	<b>\$489.92</b>
<b>Total Amount Due</b>	<b>\$489.92</b>

51300/4307

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[tampaelectric.com/news](http://tampaelectric.com/news)



To ensure prompt credit, please return stub portion of this bill with your payment. Make checks payable to TECO.



#### WAYS TO PAY YOUR BILL



See reverse side for more information

Account: 211001800369

Current month's charges:	\$489.92
Total amount due:	\$489.92
Payment Due By:	08/26/2021
<b>Amount Enclosed</b>	\$

620519427764

PARKWAY CENTER CDD  
PARKWAY CENTER CDD  
2005 PAN AM CIRCLE SUITE 300  
TAMPA, FL 33607-6008

MAIL PAYMENT TO:  
TECO  
P.O. BOX 31318  
TAMPA, FL 33631-3318

Received  
AUG 08 2021

**Account:** 211001800369  
**Statement Date:** 08/05/2021  
**Current month's charges due** 08/26/2021



## Details of Charges – Service from 07/01/2021 to 07/30/2021

Service for: BLUE BEECH RD, RIVERVIEW, FL 33569-0000

**Rate Schedule: Lighting Service**

### Lighting Service Items LS-1 (Bright Choices) for 30 days

Lighting Energy Charge	436 kWh @ \$0.02712/kWh	\$11.82
Fixture & Maintenance Charge	15 Fixtures	\$103.40
Lighting Pole / Wire	15 Poles	\$358.80
Lighting Fuel Charge	436 kWh @ \$0.03136/kWh	\$13.67
Storm Protection Charge	436 kWh @ \$0.00354/kWh	\$1.54
Florida Gross Receipt Tax		\$0.69

**Lighting Charges** **\$489.92**

**Total Current Month's Charges** **\$489.92**

00000067-0000716-Page 5 of 26

## Important Messages

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Statement Date: 08/05/2021  
Account: 211001800609

PARKWAY CENTER CDD  
PARKWAY CENTER CDD  
OAK CRK PRC 6 BLVD  
RIVERVIEW, FL 33578-0000



Current month's charges:	\$444.62
Total amount due:	\$444.62
Payment Due By:	08/26/2021

## Your Account Summary

Previous Amount Due	\$444.62
Payment(s) Received Since Last Statement	-\$444.62
<b>Current Month's Charges</b>	<b>\$444.62</b>
<b>Total Amount Due</b>	<b>\$444.62</b>

51300/4307

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[tampaelectric.com/news](http://tampaelectric.com/news)



2021  
TRUSTED  
BUSINESS  
PARTNER

To ensure prompt credit, please return stub portion of this bill with your payment. Make checks payable to TECO.



### WAYS TO PAY YOUR BILL



See reverse side for more information

Account: 211001800609

Current month's charges:	\$444.62
Total amount due:	\$444.62
Payment Due By:	08/26/2021
<b>Amount Enclosed</b>	<b>\$</b>

620519427765

PARKWAY CENTER CDD  
PARKWAY CENTER CDD  
2005 PAN AM CIRCLE SUITE 300  
TAMPA, FL 33607

MAIL PAYMENT TO:  
TECO  
P.O. BOX 31318  
TAMPA, FL 33631-3318

6205194277652110018006090000000444625



**Account:** 211001800609  
**Statement Date:** 08/05/2021  
**Current month's charges due** 08/26/2021



## Details of Charges – Service from 07/01/2021 to 07/30/2021

Service for: OAK CRK PRC 6 BLVD, RIVERVIEW, FL 33578-0000

**Rate Schedule: Lighting Service**

### Lighting Service Items LS-1 (Bright Choices) for 30 days

Lighting Energy Charge	260 kWh @ \$0.02712/kWh	\$7.05
Fixture & Maintenance Charge	13 Fixtures	\$117.13
Lighting Pole / Wire	13 Poles	\$310.96
Lighting Fuel Charge	260 kWh @ \$0.03136/kWh	\$8.15
Storm Protection Charge	260 kWh @ \$0.00354/kWh	\$0.92
Florida Gross Receipt Tax		\$0.41
<b>Lighting Charges</b>		<b>\$444.62</b>

### Total Current Month's Charges

**\$444.62**

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## Important Messages

### More clean energy to you

Tampa Electric has reduced its use of coal by 94% over the past 20 years and has cut its carbon footprint in half. This is all made possible through investments in technology that help us use more solar and cleaner, domestically produced natural gas to produce electricity. Today, Tampa Electric is the state's top producer of solar energy per customer. Our diverse fuel mix for the 12-month period ending June 2021 includes Natural Gas 74%, Purchased Power 13%, Coal 7% and Solar 6%.

### Fuel increase will raise lighting bills

The cost of natural gas, which is used to generate electricity, is passed through from fuel suppliers to you with no markup or profit to Tampa Electric. Due to a significant rise in global natural gas prices, the Florida Public Service Commission (PSC) has approved an increase to customer bills from September through the end of the year. Even with this increase, the typical residential bill would remain among the lowest in Florida and significantly below the national average. Visit [tampaelectric.com/ratecommunications](http://tampaelectric.com/ratecommunications) to view the lighting rates communication included with the August billing statement, as well as resources and programs available for customers in need.

Statement Date: 08/05/2021

Account: 221007991963

PARKWAY CENTER CDD  
7461 S FALKENBURG RD. AND S 78TH ST.  
RIVERVIEW, FL 33578



Current month's charges:	\$227.74
Total amount due:	\$227.74
Payment Due By:	08/26/2021

**Your Account Summary**

Previous Amount Due	\$227.74
Payment(s) Received Since Last Statement	-\$227.74
<b>Current Month's Charges</b>	<b>\$227.74</b>
<b>Total Amount Due</b>	<b>\$227.74</b>

51300/4307

**Digging? Make the right call**



**Know what's below.  
Call before you dig.**

Call 811 two business days before your project to have utility lines marked for free. Utility lines can easily be damaged by planting trees, installing fences, etc. Avoid potential service interruptions for you and your neighbors. Digging on Saturday? Call 811 by Wednesday. Visit [sunshine811.com](http://sunshine811.com) or [tampaelectric.com/811](http://tampaelectric.com/811).

Amount not paid by due date may be assessed a late payment charge and an additional deposit.

**Thanks for your vote of confidence.**

We are proud to be recognized as a 2021 Trusted Business Partner, according to the 2021 Cogent Syndicated annual Utility Trusted Brand & Customer Engagement: Business study.

[tampaelectric.com/news](http://tampaelectric.com/news)



2021  
TRUSTED  
BUSINESS  
PARTNER

To ensure prompt credit, please return stub portion of this bill with your payment. Make checks payable to TECO.



**WAYS TO PAY YOUR BILL**



See reverse side for more information

Account: 221007991963

Current month's charges:	\$227.74
Total amount due:	\$227.74
Payment Due By:	08/26/2021

**Amount Enclosed** \$ \_\_\_\_\_  
658790950747

PARKWAY CENTER CDD  
2005 PAN AM CIRCLE SUITE 300  
TAMPA, FL 33607

MAIL PAYMENT TO:  
TECO  
P.O. BOX 31318  
TAMPA, FL 33631-3318

**Account:** 221007991963  
**Statement Date:** 08/05/2021  
**Current month's charges due** 08/26/2021



### Details of Charges – Service from 07/01/2021 to 07/30/2021

Service for: 7461 S FALKENBURG RD. AND S 78TH ST., RIVERVIEW, FL 33578

**Rate Schedule: Lighting Service**
**Lighting Service Items LS-1 (Bright Choices) for 30 days**

Lighting Energy Charge	162 kWh @ \$0.02712/kWh	\$4.39
Fixture & Maintenance Charge	6 Fixtures	\$88.26
Lighting Pole / Wire	6 Poles	\$129.18
Lighting Fuel Charge	162 kWh @ \$0.03136/kWh	\$5.08
Storm Protection Charge	162 kWh @ \$0.00354/kWh	\$0.57
Florida Gross Receipt Tax		\$0.26
<b>Lighting Charges</b>		<b>\$227.74</b>

**Total Current Month's Charges**
**\$227.74**

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### Important Messages

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**Fuel increase will raise lighting bills**

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Statement Date: 08/05/2021

Account: 221008055560

PARKWAY CENTER CDD  
7461 S FALKENBURG RD  
RIVERVIEW, FL 33578

Current month's charges:	\$892.06
Total amount due:	\$892.06
Payment Due By:	08/26/2021

## Your Account Summary

Previous Amount Due	\$794.01
Payment(s) Received Since Last Statement	-\$794.01
<b>Current Month's Charges</b>	<b>\$892.06</b>
<b>Total Amount Due</b>	<b>\$892.06</b>

## Digging? Make the right call



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[tampaelectric.com/news](http://tampaelectric.com/news)

**2021  
TRUSTED  
BUSINESS  
PARTNER**  
BUSINESS CUSTOMERS

To ensure prompt credit, please return stub portion of this bill with your payment. Make checks payable to TECO.



### WAYS TO PAY YOUR BILL



See reverse side for more information

Account: 221008055560

Current month's charges:	\$892.06
Total amount due:	\$892.06
Payment Due By:	08/26/2021

**Amount Enclosed** \$ 646445305443

00002255 01 AV 0.39 33607 FTECO108052123030610 00000 03 01000000 009 02 12043 003



PARKWAY CENTER CDD  
2005 PAN AM CIR, STE 120  
TAMPA, FL 33607-2529

MAIL PAYMENT TO:  
TECO  
P.O. BOX 31318  
TAMPA, FL 33631-3318

**Received**  
AUG 11 2021



**Account:** 221008055560  
**Statement Date:** 08/05/2021  
**Current month's charges due** 08/26/2021

## Details of Charges – Service from 07/01/2021 to 07/30/2021

Service for: 7461 S FALKENBURG RD, RIVERVIEW, FL 33578

**Rate Schedule: General Service - Non Demand**

Meter Location: CLUBHOUSE

Meter Number	Read Date	Current Reading	-	Previous Reading	=	Total Used	Multiplier	Billing Period
1000813546	07/30/2021	38,635		29,522		9,113 kWh	1	30 Days

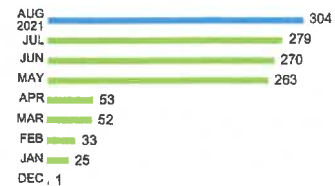
Basic Service Charge		\$18.06
Energy Charge	9,113 kWh @ \$0.05928/kWh	\$540.22
Fuel Charge	9,113 kWh @ \$0.03167/kWh	\$288.61
Storm Protection Charge	9,113 kWh @ \$0.00251/kWh	\$22.87
Florida Gross Receipt Tax		\$22.30
<b>Electric Service Cost</b>		<b>\$892.06</b>

**Total Current Month's Charges**

**\$892.06**

### Tampa Electric Usage History

Kilowatt-Hours Per Day  
(Average)



## Important Messages

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Statement Date: 08/04/21  
Account: 311000070319

PARKWAY CENTER CDD  
2005 PAN AM CIR, STE 300  
TAMPA, FL 33607



Current month's charges:	\$8,072.42
Total amount due:	\$8,072.42
Payment Due By:	08/18/21

## Your Account Summary

Previous Amount Due	\$8,194.99
Payment(s) Received Since Last Statement	-\$8,191.94
Miscellaneous Credits	-\$3.05
Credit balance after payments and credits	\$0.00
<b>Current Month's Charges</b>	<b>\$8,072.42</b>
<b>Total Amount Due</b>	<b>\$8,072.42</b>

**DO NOT PAY. Your account will be drafted on 08/18/21**



Amount not paid by due date may be assessed a late payment charge and an additional deposit.



## More options for you.

Visit **tecoaccount.com** to view and pay your bill, manage your information and more, 24/7 from any device.

53100  
4307

To ensure prompt credit, please return stub portion of this bill with your payment. Make checks payable to TECO.



### WAYS TO PAY YOUR BILL



See reverse side for more information

Account: 311000070319

Current month's charges:	\$8,072.42
Total amount due:	\$8,072.42
Payment Due By:	08/18/21
<b>Amount Enclosed</b>	<b>\$</b>

700250001813 DO NOT PAY, YOUR ACCOUNT WILL BE DRAFTED ON 08/18/21

Received

AUG 08 2021

PARKWAY CENTER CDD  
2005 PAN AM CIR, STE 300  
TAMPA, FL 33607-6008

MAIL PAYMENT TO  
TECO  
P.O. BOX 31318  
TAMPA, FL 33631-3318

## Contact Information

### Residential Customer Care

813-223-0800 (Hillsborough County)  
863-299-0800 (Polk County)  
888-223-0800 (All other counties)

### Commercial Customer Care

866-832-6249

Hearing Impaired/TTY  
711

Power Outages Toll-Free  
877-588-1010

Energy-Saving Programs  
813-275-3909

### Mail Payments to

TECO  
P.O. Box 31318  
Tampa, FL 33631-3318

### All Other Correspondence

Tampa Electric  
P.O. Box 111  
Tampa, FL 33601-0111

## Understanding Your Electric Charges

**Average kWh per day** – The average amount of electricity purchased per day.

**Basic Service Charge** – A fixed monthly amount that covers the cost to provide service to your location.

**Bright Choices™** – The number of leased light fixtures and/or poles and associated fees and charges.

**Budget Billing** – Optional plan averages your home's last 12 monthly billing periods so you pay the same amount for your service each month.

**Energy Charge** – For residential, small commercial and lighting customers, includes the cost (except fuel) of producing and delivering the electricity you purchased, including conservation, environmental and capacity cost recovery charges. For other customers, the three cost recovery charges appear as separate line items.

**Estimated** – If Tampa Electric was unable to read your meter, "ESTIMATED" will appear. Your meter will be read next month, and any difference will be adjusted accordingly.

**Florida Gross Receipts Tax** – A tax is imposed on gross receipts from utility services that are delivered to retail customers in Florida, in accordance with Chapter 203 of the Florida Statutes. Utility companies collect the tax from all customers, unless exempt, and remit to the state.

**Florida State Tax** – A tax imposed on every person who engages in the business of selling or renting tangible personal property at retail in the state, in accordance with Chapter 212 of the Florida Statutes.

**Franchise Fee** – A fee levied by a municipality for the right to utilize public property to provide electric service. The fee is collected by Tampa Electric and paid to the municipality.

**Fuel Charge** – Cost of fuel used to produce electricity you purchased. Fuel costs are passed through from fuel suppliers to our customers with no markup or profit to Tampa Electric.

**Kilowatt-Hours (kWh)** – The basic measurement of electric energy use.

**Late Payment Charge** – For past due amounts more than \$10, the late payment charge is the greater of \$5 or 1.5% of the past due amount. For past due amounts of \$10 or less, the late payment charge is 1.5% of the past due amount.

**Municipal Public Service Tax** – Many municipalities levy a tax on the electricity you use. It is collected by Tampa Electric and paid to the municipality.

**Past Due** – Previous charges that are past due are subject to a late payment charge fee and may result in disconnection.

**Rate Schedule** – The amount (rate) you pay depends on your customer category. The cost of providing service varies with the customer group.

**Share** – A program co-sponsored by Tampa Electric and the Salvation Army for customers to help pay the energy bills of customers in need one time or monthly on your bill. Your contribution is tax deductible and is matched by Tampa Electric.

**Storm Protection Charge** – The cost of additional hardening efforts to further protect the power grid from hurricanes or other extreme weather events.

**Sun Select™** – The cost of producing energy you purchased from dedicated solar generation facilities. You pay no fuel charge for the Sun Select portion of your bill.

**Sun to Go™** – The amount of electricity purchased from solar generating sources serving the Sun to Go program, which provides optional renewable energy purchases in 200 kWh blocks.

**Total Amount Due** – This month's charges will be past due after the date shown. THIS DATE DOES NOT EXTEND THE DATE ON ANY PREVIOUS BALANCE. It's important that you pay your bill before this date to avoid interruption of service.

**Zap Cap Systems™** – Surge protection for your home or business sold separately as a non-energy charge.

For more information about your bill, please visit [tampaelectric.com](http://tampaelectric.com).

### Your payment options are:

- Schedule free one-time or recurring payments at [tecoaccount.com](http://tecoaccount.com) using a checking or savings account.
- Mail your payment in the enclosed envelope. Please allow sufficient time for delivery.
- Pay in person at an authorized Western Union payment location, which can be found at [tampaelectric.com](http://tampaelectric.com).
- Pay by credit card using KUBRA EZ-PAY at [tecoaccount.com](http://tecoaccount.com) or by calling 866-689-6469.  
(A convenience fee will be charged to your bank account or credit card.)

When making your payment, please have your bill or account number available.

**Please note:** If you choose to pay your bill at a location not listed on our website or provided by Tampa Electric, you are paying someone who is not authorized to act as a payment agent of Tampa Electric. You bear the risk that this unauthorized party will not relay the payment to Tampa Electric and do so in a timely fashion. Tampa Electric is not responsible for payments made to unauthorized agents, including their failure to deliver or timely deliver the payment to us. Such failures may result in late payment charges to your account or service disconnection.

Por favor, visite [tampaelectric.com](http://tampaelectric.com) para ver esta información en español.

## Billed Individual Accounts



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ACCOUNT NAME	ACCOUNT NUMBER	ADDRESS	AMOUNT
PARKWAY CENTER CDD	211001738486	8414 DEER CHASE DR, A RIVERVIEW, FL 33578-8605	\$71.34
PARKWAY CENTER CDD	211001738759	8380 STILL RIVER DR RIVERVIEW, FL 33569-0000	\$93.16
PARKWAY CENTER CDD	211001739070	8421 CASTLE CREEK DR LITES RIVERVIEW, FL 33578-0000	\$409.83
PARKWAY CENTER CDD	211001739302	8405 CASTLE CREEK DR SIGN RIVERVIEW, FL 33578-0000	\$46.91
PARKWAY CENTER CDD	211001739567	FALKENBURG/WOOLLEY RIVERVIEW, FL 33578-0000	\$3631.18
PARKWAY CENTER CDD	211001739864	OAK CRK PH2 RIVERVIEW, FL 33578-0000	\$984.09
PARKWAY CENTER CDD	211001800955	OAK CREEK PARCEL 1B RIVERVIEW, FL 33569-0000	\$681.02
PARK PLACE CDD	211015022604	OAK CREEK 1A TAMPA, FL 33602-0000	\$768.78
PARKWAY CENTER CDD	211014450103	5707 STILL WATER DR, #B RIVERVIEW, FL 33569-0000	\$215.81
PARKWAY CENTER CDD	211014450376	5707 STILL WATER DR, #C RIVERVIEW, FL 33569-0000	\$84.18
PARKWAY CENTER CDD	211014450640	5707 STILL WATER DR, #D RIVERVIEW, FL 33569-0000	\$95.39
PARKWAY CENTER CDD	211014450897	5707 STILL RIVER DR, #A RIVERVIEW, FL 33569-0000	\$40.85
PARKWAY CENTER CDD	211014451127	7330 FALKENBURG RD ENT RIVERVIEW, FL 33578-0000	\$92.71
PARKWAY CENTER CDD	211014451317	OAK CREEK SF, PH 2B4 TAMPA, FL 33602-0000	\$183.67
PARKWAY CENTER CDD	211014451523	OAK CREEK SF PH2B 2/3 LUTZ, FL 33549-0000	\$387.91
PARKWAY CENTER	211014451713	OAK CREEK SF, PH HH RIVERVIEW, FL 33569-0000	\$285.59





# ACCOUNT INVOICE

tampaelectric.com



**Account:** 211001738486  
**Statement Date:** 07/30/21

## Details of Charges – Service from 06/02/21 to 06/30/21

Service for: 8414 DEER CHASE DR, A, RIVERVIEW, FL 33578-8605

**Rate Schedule: General Service - Non Demand**

Meter Location: # A Pmp

Meter Number	Read Date	Current Reading	-	Previous Reading	=	Total Used	Multiplier	Billing Period
1000323060	06/30/21	10,362		9,869		493 kWh	1	29 Days
Basic Service Charge						\$18.06	<b>Tampa Electric Usage History</b> Kilowatt-Hours Per Day (Average)	
Energy Charge						493 kWh @ \$0.05928/kWh \$29.23		
Fuel Charge						493 kWh @ \$0.03167/kWh \$15.61		
Storm Protection Charge						493 kWh @ \$0.00251/kWh \$1.24		
Florida Gross Receipt Tax						\$1.64		
<b>Electric Service Cost</b>						<b>\$65.78</b>		
State Tax						\$5.56		
<b>Total Electric Cost, Local Fees and Taxes</b>						<b>\$71.34</b>		
<b>Current Month's Electric Charges</b>						<b>\$71.34</b>		



# ACCOUNT INVOICE

tampaelectric.com



**Account:** 211001738759

**Statement Date:** 07/30/21

## Details of Charges – Service from 06/02/21 to 06/30/21

Service for: 8380 STILL RIVER DR, RIVERVIEW, FL 33569-0000

**Rate Schedule: General Service - Non Demand**

Meter Number	Read Date	Current Reading	-	Previous Reading	=	Total Used	Multiplier	Billing Period
1000326790	06/30/21	13,349		12,646		703 kWh	1	29 Days
Basic Service Charge						\$18.06	<b>Tampa Electric Usage History</b> Kilowatt-Hours Per Day (Average)	
Energy Charge						703 kWh @ \$0.05928/kWh \$41.67		
Fuel Charge						703 kWh @ \$0.03167/kWh \$22.26		
Storm Protection Charge						703 kWh @ \$0.00251/kWh \$1.76		
Florida Gross Receipt Tax						\$2.15		
<b>Electric Service Cost</b>						<b>\$85.90</b>		
State Tax						\$7.26		
<b>Total Electric Cost, Local Fees and Taxes</b>						<b>\$93.16</b>		
<b>Current Month's Electric Charges</b>						<b>\$93.16</b>		

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# ACCOUNT INVOICE

tampaelectric.com



**Account:** 211001739070  
**Statement Date:** 07/30/21

## Details of Charges – Service from 06/02/21 to 06/30/21

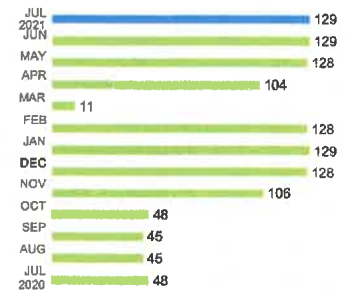
Service for: 8421 CASTLE CREEK DR LITES, RIVERVIEW, FL 33578-0000

**Rate Schedule: General Service - Non Demand**

Meter Number	Read Date	Current Reading	-	Previous Reading	=	Total Used	Multiplier	Billing Period
1000325661	06/30/21	44,962		41,213		3,749 kWh	1	29 Days
Basic Service Charge						\$18.06		
Energy Charge						3,749 kWh @ \$0.05928/kWh	\$222.24	
Fuel Charge						3,749 kWh @ \$0.03167/kWh	\$118.73	
Storm Protection Charge						3,749 kWh @ \$0.00251/kWh	\$9.41	
Florida Gross Receipt Tax							\$9.45	
<b>Electric Service Cost</b>							<b>\$377.89</b>	
State Tax							\$31.94	
<b>Total Electric Cost, Local Fees and Taxes</b>							<b>\$409.83</b>	
<b>Current Month's Electric Charges</b>							<b>\$409.83</b>	

### Tampa Electric Usage History

Kilowatt-Hours Per Day  
(Average)



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# ACCOUNT INVOICE

tampaelectric.com



**Account:** 211001739302  
**Statement Date:** 07/30/21

## Details of Charges – Service from 06/02/21 to 06/30/21

Service for: 8405 CASTLE CREEK DR SIGN, RIVERVIEW, FL 33578-0000

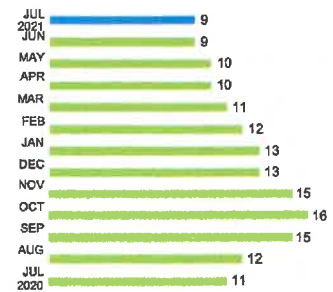
**Rate Schedule: General Service - Non Demand**

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Meter Number	Read Date	Current Reading	-	Previous Reading	=	Total Used	Multiplier	Billing Period
1000705281	06/30/21	6,413		6,155		258 kWh	1	29 Days
Basic Service Charge						\$18.06		
Energy Charge						258 kWh @ \$0.05928/kWh		
Fuel Charge						258 kWh @ \$0.03167/kWh		
Storm Protection Charge						258 kWh @ \$0.00251/kWh		
Florida Gross Receipt Tax						\$1.08		
<b>Electric Service Cost</b>						<b>\$43.25</b>		
State Tax						\$3.66		
<b>Total Electric Cost, Local Fees and Taxes</b>						<b>\$46.91</b>		
<b>Current Month's Electric Charges</b>						<b>\$46.91</b>		

### Tampa Electric Usage History

Kilowatt-Hours Per Day (Average)







## ACCOUNT INVOICE

tampaelectric.com



**Account:** 211001739567  
**Statement Date:** 07/30/21

### Details of Charges – Service from 06/02/21 to 06/30/21

Service for: FALKENBURG/WOOLLEY, RIVERVIEW, FL 33578-0000

#### Rate Schedule: Lighting Service

#### Lighting Service Items LS-1 (Bright Choices) for 29 days

Lighting Energy Charge	7773 kWh @ \$0.02712/kWh	\$210.80
Fixture & Maintenance Charge	71 Fixtures	\$1180.70
Lighting Pole / Wire	71 Poles	\$1698.32
Lighting Fuel Charge	7773 kWh @ \$0.03136/kWh	\$243.76
Storm Protection Charge	7773 kWh @ \$0.00354/kWh	\$27.52
Florida Gross Receipt Tax		\$12.36
State Tax		\$257.72
<b>Lighting Charges</b>		<b>\$3,631.18</b>
<b>Current Month's Electric Charges</b>		<b>\$3,631.18</b>

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## ACCOUNT INVOICE

tampaelectric.com



**Account:** 211001739864

**Statement Date:** 07/30/21

### Details of Charges – Service from 06/02/21 to 06/30/21

Service for: OAK CRK PH2, RIVERVIEW, FL 33578-0000

#### Rate Schedule: Lighting Service

#### Lighting Service Items LS-1 (Bright Choices) for 29 days

Lighting Energy Charge	1064 kWh @ \$0.02712/kWh	\$28.86
Fixture & Maintenance Charge	28 Fixtures	\$177.38
Lighting Pole / Wire	28 Poles	\$669.76
Lighting Fuel Charge	1064 kWh @ \$0.03136/kWh	\$33.37
Storm Protection Charge	1064 kWh @ \$0.00354/kWh	\$3.77
Florida Gross Receipt Tax		\$1.69
State Tax		\$69.26

**Lighting Charges** **\$984.09**

**Current Month's Electric Charges** **\$984.09**

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## ACCOUNT INVOICE

tampaelectric.com



**Account:** 211001800955

Statement Date: 07/30/21

### Details of Charges – Service from 06/22/21 to 07/21/21

Service for: OAK CREEK PARCEL 1B, RIVERVIEW, FL 33569-0000

#### Rate Schedule: Lighting Service

#### Lighting Service Items LS-1 (Bright Choices) for 30 days

Lighting Energy Charge	1048 kWh @ \$0.02712/kWh	\$28.42
Fixture & Maintenance Charge	31 Fixtures	\$204.48
Lighting Pole / Wire	31 Poles	\$361.77
Lighting Fuel Charge	1048 kWh @ \$0.03136/kWh	\$32.87
Storm Protection Charge	1048 kWh @ \$0.00354/kWh	\$3.71
Florida Gross Receipt Tax		\$1.67
State Tax		\$48.10
<b>Lighting Charges</b>		<b>\$681.02</b>
<b>Current Month's Electric Charges</b>		<b>\$681.02</b>

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## ACCOUNT INVOICE

tampaelectric.com



**Account:** 211015022604  
**Statement Date:** 07/30/21

### Details of Charges – Service from 06/22/21 to 07/21/21

Service for: OAK CREEK 1A, TAMPA, FL 33602-0000

#### Rate Schedule: Lighting Service

#### Lighting Service Items LS-1 (Bright Choices) for 30 days

Lighting Energy Charge	1092 kWh @ \$0.02712/kWh	\$29.62
Fixture & Maintenance Charge	35 Fixtures	\$236.60
Lighting Pole / Wire	35 Poles	\$408.45
Lighting Fuel Charge	1092 kWh @ \$0.03136/kWh	\$34.25
Storm Protection Charge	1092 kWh @ \$0.00354/kWh	\$3.87
Florida Gross Receipt Tax		\$1.74
State Tax		\$54.25
<b>Lighting Charges</b>		<b>\$768.78</b>
<b>Current Month's Electric Charges</b>		<b>\$768.78</b>

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# ACCOUNT INVOICE

tampaelectric.com



**Account:** 211014450103  
**Statement Date:** 07/30/21

## Details of Charges – Service from 06/02/21 to 06/30/21

Service for: 5707 STILL WATER DR, #B, RIVERVIEW, FL 33569-0000

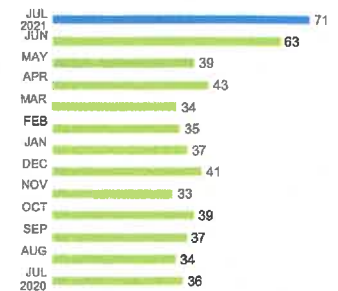
**Rate Schedule: General Service - Non Demand**

Meter Location: # B

Meter Number	Read Date	Current Reading	-	Previous Reading	=	Total Used	Multiplier	Billing Period
1000538189	06/30/21	12,369		10,311		2,058 kWh	1	29 Days
Basic Service Charge						\$18.06		
Energy Charge						2,058 kWh @ \$0.05928/kWh		
Fuel Charge						\$122.00		
						2,058 kWh @ \$0.03167/kWh		
						\$65.18		
Storm Protection Charge						2,058 kWh @ \$0.00251/kWh		
						\$5.17		
Florida Gross Receipt Tax						\$5.40		
<b>Electric Service Cost</b>						<b>\$215.81</b>		
<b>Current Month's Electric Charges</b>						<b>\$215.81</b>		

### Tampa Electric Usage History

Kilowatt-Hours Per Day  
(Average)



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# ACCOUNT INVOICE

tampaelectric.com



**Account:** 211014450376  
**Statement Date:** 07/30/21

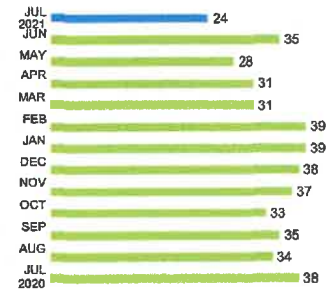
## Details of Charges – Service from 06/02/21 to 06/30/21

Service for: 5707 STILL WATER DR, #C, RIVERVIEW, FL 33569-0000

**Rate Schedule: General Service - Non Demand**

Meter Location: # C

Meter Number	Read Date	Current Reading	-	Previous Reading	=	Total Used	Multiplier	Billing Period
1000492499	06/30/21	9,954		9,269		685 kWh	1	29 Days
Basic Service Charge						\$18.06	<b>Tampa Electric Usage History</b> Kilowatt-Hours Per Day (Average)	
Energy Charge						685 kWh @ \$0.05928/kWh \$40.61		
Fuel Charge						685 kWh @ \$0.03167/kWh \$21.69		
Storm Protection Charge						685 kWh @ \$0.00251/kWh \$1.72		
Florida Gross Receipt Tax						\$2.10		
<b>Electric Service Cost</b>						<b>\$84.18</b>		
<b>Current Month's Electric Charges</b>						<b>\$84.18</b>		



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# ACCOUNT INVOICE

tampaelectric.com



**Account:** 211014450640  
**Statement Date:** 07/30/21

## Details of Charges – Service from 06/02/21 to 06/30/21

Service for: 5707 STILL WATER DR, #D, RIVERVIEW, FL 33569-0000

**Rate Schedule: General Service - Non Demand**

Meter Location: # D

Meter Number	Read Date	Current Reading	-	Previous Reading	=	Total Used	Multiplier	Billing Period
1000492524	06/30/21	6,176		5,374		802 kWh	1	29 Days

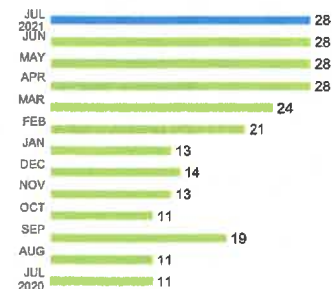
Basic Service Charge						\$18.06	
Energy Charge	802 kWh @ \$0.05928/kWh					\$47.54	
Fuel Charge	802 kWh @ \$0.03167/kWh					\$25.40	
Storm Protection Charge	802 kWh @ \$0.00251/kWh					\$2.01	
Florida Gross Receipt Tax						\$2.38	
<b>Electric Service Cost</b>						<b>\$95.39</b>	

**Current Month's Electric Charges**

**\$95.39**

### Tampa Electric Usage History

Kilowatt-Hours Per Day  
(Average)



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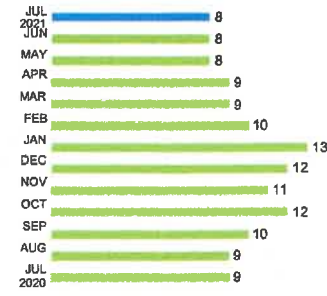
**Account:** 211014450897  
**Statement Date:** 07/30/21

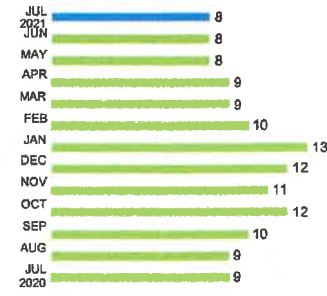
## Details of Charges – Service from 06/02/21 to 06/30/21

Service for: 5707 STILL RIVER DR, #A, RIVERVIEW, FL 33569-0000

**Rate Schedule: General Service - Non Demand**

Meter Location: # A

Meter Number	Read Date	Current Reading	-	Previous Reading	=	Total Used	Multiplier	Billing Period
1000536130	06/30/21	2,859		2,626		233 kWh	1	29 Days
Basic Service Charge						\$18.06	<b>Tampa Electric Usage History</b> Kilowatt-Hours Per Day (Average)	
Energy Charge						233 kWh @ \$0.05928/kWh \$13.81		
Fuel Charge						233 kWh @ \$0.03167/kWh \$7.38		
Storm Protection Charge						233 kWh @ \$0.00251/kWh \$0.58		
Florida Gross Receipt Tax						\$1.02		
<b>Electric Service Cost</b>						<b>\$40.85</b>		
<b>Current Month's Electric Charges</b>						<b>\$40.85</b>		



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# ACCOUNT INVOICE

tampaelectric.com



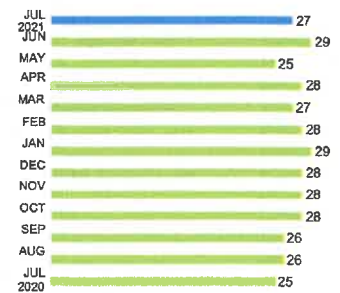
**Account:** 211014451127  
**Statement Date:** 07/30/21

## Details of Charges – Service from 06/02/21 to 06/30/21

Service for: 7330 FALKENBURG RD ENT, RIVERVIEW, FL 33578-0000

**Rate Schedule: General Service - Non Demand**

Meter Number	Read Date	Current Reading	-	Previous Reading	=	Total Used	Multiplier	Billing Period
1000323057	06/30/21	16,272		15,498		774 kWh	1	29 Days
Basic Service Charge						\$18.06	<b>Tampa Electric Usage History</b> Kilowatt-Hours Per Day (Average)	
Energy Charge						774 kWh @ \$0.05928/kWh \$45.88		
Fuel Charge						774 kWh @ \$0.03167/kWh \$24.51		
Storm Protection Charge						774 kWh @ \$0.00251/kWh \$1.94		
Florida Gross Receipt Tax						\$2.32		
<b>Electric Service Cost</b>						<b>\$92.71</b>		
<b>Current Month's Electric Charges</b>						<b>\$92.71</b>		



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## ACCOUNT INVOICE

tampaelectric.com



**Account:** 211014451317  
**Statement Date:** 07/30/21

### Details of Charges – Service from 06/22/21 to 07/21/21

Service for: OAK CREEK SF, PH 2B4, TAMPA, FL 33602-0000

#### Rate Schedule: Lighting Service

#### Lighting Service Items LS-1 (Bright Choices) for 30 days

Lighting Energy Charge	228 kWh @ \$0.02712/kWh	\$6.18
Fixture & Maintenance Charge	9 Fixtures	\$64.14
Lighting Pole / Wire	9 Poles	\$105.03
Lighting Fuel Charge	228 kWh @ \$0.03136/kWh	\$7.15
Storm Protection Charge	228 kWh @ \$0.00354/kWh	\$0.81
Florida Gross Receipt Tax		\$0.36
<b>Lighting Charges</b>		<b>\$183.67</b>
<b>Current Month's Electric Charges</b>		<b>\$183.67</b>

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## ACCOUNT INVOICE

tampaelectric.com



Account: 211014451523  
Statement Date: 07/30/21

### Details of Charges – Service from 06/22/21 to 07/21/21

Service for: OAK CREEK SF PH2B 2/3, LUTZ, FL 33549-0000

Rate Schedule: Lighting Service

#### Lighting Service Items LS-1 (Bright Choices) for 30 days

Lighting Energy Charge	601 kWh @ \$0.02712/kWh	\$16.30
Fixture & Maintenance Charge	19 Fixtures	\$127.94
Lighting Pole / Wire	19 Poles	\$221.73
Lighting Fuel Charge	601 kWh @ \$0.03136/kWh	\$18.85
Storm Protection Charge	601 kWh @ \$0.00354/kWh	\$2.13
Florida Gross Receipt Tax		\$0.96

**Lighting Charges** **\$387.91**

**Current Month's Electric Charges** **\$387.91**

### Miscellaneous Credits

Deposit Refund -\$3.00

During our annual review of accounts, we found that your account is over-secured. We have credited a portion of your deposit to better reflect your typical usage.

Interest for Cash Security Deposit -\$0.05

**Total Current Month's Credits** **-\$3.05**

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## ACCOUNT INVOICE

tampaelectric.com



Account: 211014451713

Statement Date: 07/30/21

### Details of Charges – Service from 06/22/21 to 07/21/21

Service for: OAK CREEK SF, PH HH, RIVERVIEW, FL 33569-0000

#### Rate Schedule: Lighting Service

#### Lighting Service Items LS-1 (Bright Choices) for 30 days

Lighting Energy Charge	252 kWh @ \$0.02712/kWh	\$6.83
Fixture & Maintenance Charge	14 Fixtures	\$106.19
Lighting Pole / Wire	14 Poles	\$163.38
Lighting Fuel Charge	252 kWh @ \$0.03136/kWh	\$7.90
Storm Protection Charge	252 kWh @ \$0.00354/kWh	\$0.89
Florida Gross Receipt Tax		\$0.40

**Lighting Charges** **\$285.59**

**Current Month's Electric Charges** **\$285.59**

**Total Current Month's Charges** **\$8,072.42**

### Important Messages

We've noticed that you have been paying your bill electronically lately. To help cut down on clutter and waste, we are no longer including a remittance envelope with your bill. Should you want to mail in your payment, you can request a payment envelope by calling 813-223-0800 or simply use a regular envelope and address it to TECO P.O. Box 31318, Tampa, Florida 33631-3318.

00000031-0000336-Page 21 of 22





# INVOICE

**DATE:** August 23, 2021  
**Invoice #** 6840

<b>Payment due upon receipt</b>	
---------------------------------	--

E-mail  
carsonwd@yahoo.com

[illegible]

## DISTRICT CHECK REQUEST FORM

**Today's Date**        8/18/21

**District Name**     Parkway CDD

**Check Amount**     \$198

**Payable:**            Jared Lee

**Mailing Address**

**Check Description; Off Duty Patrol 7/24/21**

(Please attach all support documentation: i.e., invoices, training class applications, etc.)

**Approved Signature**

DM	_____	GR	_____
Fund	_____		
G/L	_____		
Object Cd	_____		
CK #	_____	Date	<u>8/18/21</u>
_____			





201 EXECUTIVE CENTER DR., SUITE 100  
COLUMBIA, SC 29210

Return Service Requested

Invoice Date: 08/04/2021

7839000430 PRESORT PBPS002 <B>



PARKWAY CENTER COMMUNITY DEVELOPMENT  
2005 PAN AM CIRCLE SUITE 300  
TAMPA FL 33607-6008

## Remittance Section

Contract Number: 40819292  
Due Date: 8/25/2021  
Amount Due: \$804.78

Amount Enclosed: \$

Please see additional important information on reverse side.

Use enclosed envelope and make check payable to:

NAVITAS CREDIT CORP.  
PO BOX 935204  
ATLANTA, GA 311935204



Received

AUG 08 2021

57200  
6404 BK

000408192922021080400000804786

Keep lower portion for your records - Please return upper portion with your payment.



DUE DATE	CONTRACT NO.	EQUIPMENT DESCRIPTION
8/25/2021	40819292	FITNESS EQUIPMENT PER SCHEDULE "A"
CUSTOMER NAME		
PARKWAY CENTER COMMUNITY DEVELOPMENT DISTRICT		

PH: 888-978-6353

## Important Messages

INTRODUCING... <http://my.navitascredit.com>

Managing your account at Navitas has never been easier. Your secure sign-on lets you access your account when it's convenient for you. 24X7 service at [my.navitascredit.com](http://my.navitascredit.com) is now a simple click away.

- ➔ Update Account Information
- ➔ Manage Payments
- ➔ Download Invoices
- ➔ Access Additional Credit

Register Today at: <http://my.navitascredit.com>  
Click the Link Above



CONTRACT NUMBER	DESCRIPTION	DUE DATE	PAYMENT AMOUNT	SALES/USE TAX	LATE CHARGE	INSURANCE CHARGES	OTHER CHARGES	TOTAL AMOUNT
40819292-1	Contract Payment	08/25/2021	\$766.03			\$38.75		\$804.78
SUBTOTALS:			\$766.03			\$38.75		\$804.78

**PARKWAY CENTER CDD**

**MEETING DATE: August 25, 2021**

<b>SUPERVISORS</b>	<b>CHECK IF IN ATTENDANCE</b>	<b>STATUS</b>	<b>PAYMENT AMOUNT</b>
Jo Ann Ward	✓	Accept	\$200
Tanya O'Conner	✓	Accept	\$200
Koko Miller	✓	Accept	\$200
Linda Bell	✓	Accept	\$200
Charlotte Hazlewood	✓	Accept	\$200

DMS Staff Signature Brian Howell

CH 082521

PARKWAY CENTER CDD

MEETING DATE:

7 Aug 4

SUPERVISORS	CHECK IF IN ATTENDANCE	STATUS	PAYMENT AMOUNT
Jo Ann Ward	✓	Accept	\$200
Tanya O'Conner	✓	Accept	\$200
Koko Miller	✓	Accept	\$200
Linda Bell	✓	Accept	\$200
Charlotte Hazlewood		Accept	\$200

DMS Staff Signature Brian Howell

JW 080421

PARKWAY CENTER CDD

MEETING DATE: August 25, 2021

SUPERVISORS	CHECK IF IN ATTENDANCE	STATUS	PAYMENT AMOUNT
Jo Ann Ward	✓	Accept	\$200
Tanya O'Conner	✓	Accept	\$200
Koko Miller	✓	Accept	\$200
Linda Bell	✓	Accept	\$200
Charlotte Hazlewood	✓	Accept	\$200

DMS Staff Signature Brian Howell

JW 082521



PARKWAY CENTER CDD

MEETING DATE:

7 Aug 4

SUPERVISORS	CHECK IF IN ATTENDANCE	STATUS	PAYMENT AMOUNT
Jo Ann Ward	✓	Accept	\$200
Tanya O'Conner	✓	Accept	\$200
Koko Miller	✓	Accept	\$200
Linda Bell	✓	Accept	\$200
Charlotte Hazlewood		Accept	\$200

DMS Staff Signature Brian Howell

Km 080421

**PARKWAY CENTER CDD**

**MEETING DATE: August 25, 2021**

<b>SUPERVISORS</b>	<b>CHECK IF IN ATTENDANCE</b>	<b>STATUS</b>	<b>PAYMENT AMOUNT</b>
Jo Ann Ward	✓	Accept	\$200
Tanya O'Conner	✓	Accept	\$200
Koko Miller	✓	Accept	\$200
Linda Bell	✓	Accept	\$200
Charlotte Hazlewood	✓	Accept	\$200

DMS Staff Signature Brian Howell

Km 082521

PARKWAY CENTER CDD

MEETING DATE:

7 Aug 4

SUPERVISORS	CHECK IF IN ATTENDANCE	STATUS	PAYMENT AMOUNT
Jo Ann Ward	✓	Accept	\$200
Tanya O'Conner	✓	Accept	\$200
Koko Miller	✓	Accept	\$200
Linda Bell	✓	Accept	\$200
Charlotte Hazlewood		Accept	\$200

DMS Staff Signature Brian Howell

LB080421

PARKWAY CENTER CDD

MEETING DATE: August 25, 2021

SUPERVISORS	CHECK IF IN ATTENDANCE	STATUS	PAYMENT AMOUNT
Jo Ann Ward	✓	Accept	\$200
Tanya O'Conner	✓	Accept	\$200
Koko Miller	✓	Accept	\$200
Linda Bell	✓	Accept	\$200
Charlotte Hazlewood	✓	Accept	\$200

DMS Staff Signature Brian Howell

LB 082521



PARKWAY CENTER CDD

MEETING DATE:

7 Aug 4

SUPERVISORS	CHECK IF IN ATTENDANCE	STATUS	PAYMENT AMOUNT
Jo Ann Ward	✓	Accept	\$200
Tanya O'Conner	✓	Accept	\$200
Koko Miller	✓	Accept	\$200
Linda Bell	—	Accept	\$200
Charlotte Hazlewood		Accept	\$200

DMS Staff Signature Brian Howell

TO 080421

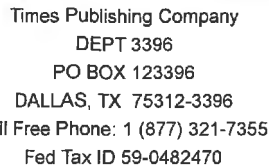
**PARKWAY CENTER CDD**

**MEETING DATE: August 25, 2021**

SUPERVISORS	CHECK IF IN ATTENDANCE	STATUS	PAYMENT AMOUNT
Jo Ann Ward	✓	Accept	\$200
Tanya O'Conner	✓	Accept	\$200
Koko Miller	✓	Accept	\$200
Linda Bell	✓	Accept	\$200
Charlotte Hazlewood	✓	Accept	\$200

DMS Staff Signature Brian Howell

TO 082521



<b>Advertising Run Dates</b>	<b>Advertiser Name</b>	
07/28/21	PARKWAY CENTER COMMUNITY DEV DISTRICT	
<b>Billing Date</b>	<b>Sales Rep</b>	<b>Customer Account</b>
07/28/2021	Deirdre Almeida	117541
<b>Total Amount Due</b>		<b>Ad Number</b>
\$2,105.25		0000172593

Start	Stop	Ad Number	Product	Placement	Description PQ Number	Ins.	Size	Net Amount
07/28/21	07/28/21	0000172593	Times	Legals CLS	O&M Assessments AffidavitMaterial  B1 5B2 4841	1	5x10.25 IN	\$2,101.25 \$4.00

DEPT 3396  
PO BOX 123396  
DALLAS, TX 75312-3396  
Toll Free Phone: 1 (877) 321-7355

Thank you for your business.

**PARKWAY CENTER COMMUNITY DEV DISTRICT  
ATTN: MERITUS DISTRICTS  
2005 PAN AM CIRCLE #300  
TAMPA, FL 33607**

Received  
AUG 02 2021

**DO NOT SEND CASH BY MAIL**

PLEASE MAKE CHECK PAYABLE TO: **TIMES PUBLISHING COMPANY**

REMIT TO:

**Times Publishing Company  
DEPT 3396  
PO BOX 123396  
DALLAS, TX 75312-3396**

**Tampa Bay Times**  
**Published Daily**

**STATE OF FLORIDA**  
**COUNTY OF Hillsborough**

} ss


Before the undersigned authority personally appeared **Deirdre Almeida** who on oath says that he/she is **Legal Advertising Representative** of the **Tampa Bay Times** a daily newspaper printed in St. Petersburg, in Pinellas County, Florida; that the attached copy of advertisement, being a Legal Notice in the matter **RE: O&M Assessments** was published in **Tampa Bay Times** on **7/28/21** in said newspaper in the issues of **Baylink Hillsborough**

Affiant further says the said **Tampa Bay Times** is a newspaper published in Hillsborough County, Florida and that the said newspaper has heretofore been continuously published in said Hillsborough County, Florida each day and has been entered as a second class mail matter at the post office in said Hillsborough County, Florida for a period of one year next preceding the first publication of the attached copy of advertisement, and affiant further says that he/she neither paid not promised any person, firm or corporation any discount, rebate, commission or refund for the purpose of securing this advertisement for publication in the said newspaper.

  
Signature Affiant

Sworn to and subscribed before me this .07/28/2021

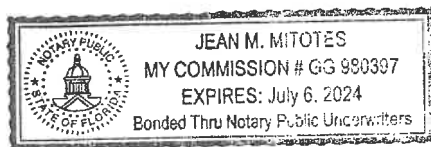
Sworn to and subscribed before me this 07/28/2021



\_\_\_\_\_  
Signature of Notary Public

Personally known	X	or produced identification
------------------	---	----------------------------

Type of identification produced \_\_\_\_\_





# Notice of Public Hearing and Board of Supervisors meeting of the Parkway Center Community Development District

The Board of Supervisors (the "Board") of the Parkway Center Community Development District (the "District") will hold a public hearing and a meeting on August 25, 2021, at 6:30 p.m. at The Rivercrest CDD Clubhouse, located at 11560 Ramble Creek Drive, Riverview, FL 33569.

The purpose of the public hearing is to receive public comments on the proposed adoption of the District's fiscal year 2021-2022 proposed budget and the proposed levy of its annually recurring non-ad valorem special assessments for operation and maintenance to fund the items described in the proposed budget (the "O&M Assessments").

At the conclusion of the public hearing, the Board will, by resolution, adopt a final budget, provide for the levy, collection, and enforcement of the O&M Assessments, and certify an assessment roll. A meeting of the Board will also be held where the Board may consider any other business that may properly come before it.

A copy of the proposed budget, preliminary assessment roll, and the agenda may be viewed on the District's website at least 2 days before the meeting, or may be obtained by contacting the District Manager's office via email at [brian.howell@merituscorp.com](mailto:brian.howell@merituscorp.com) or via phone at (813) 873-7300.

The table below presents the proposed schedule of the O&M Assessments. Amounts are preliminary and subject to change at the meeting and in any future year. The O&M Assessments (in addition to debt assessments, if any) will appear on November 2021 Hillsborough County property tax bill. Amount shown includes all applicable collection costs. Property owner is eligible for a discount of up to 4% if paid early.

may be continued to a date, time, and place to be specified on the record at the hearing or meeting. There may be occasions when staff or Board members may participate by speaker telephone.

In accordance with the provisions of the Americans with Disabilities Act, any person requiring special accommodations because of a disability or physical impairment should contact the District Manager's office at least 48 hours prior to the meeting. If you are hearing or speech impaired, please contact the Florida Relay Service at 711 or 1-800-955-8771 (TTY), or 1-800-955-8770 (voice) for aid in contacting the District Manager's office.

Each person who decides to appeal any decision made by the Board with respect to any matter considered at the public hearing or meeting is advised that person will need a record of 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.

Brian Howell  
District Manager

		Unit Count		Fiscal Year 2021 <sup>(1)</sup>					Fiscal Year 2022 <sup>(2)</sup>					Inc/(Dec) in Annual CDD Fees Per Unit <sup>(4)</sup>	
Lot Size	ERU Value	O&M <sup>(3)</sup>	Senior Bond DS	Senior Bond Debt Service Per Unit	Amenity Bond Debt Service Per Unit	O&M Per Unit	O&M - Amenity Per Unit	Fiscal Year 2021 Total Assessment	Senior Bond Debt Service Per Unit	Amenity Bond Debt Service Per Unit	O&M Per Unit	O&M - Amenity Per Unit	Fiscal Year 2022 Total Assessment	Debt Service	O&M
Phase 1 - Series 2008															
SF 40'	1.00	199	199	\$318.06	\$174.65	\$408.91	\$100.86	\$997.48	\$318.06	\$174.65	\$408.91	\$100.86	\$997.48	\$0.00	\$0.00
SF 50'	1.25	217	217	\$397.53	\$174.65	\$504.88	\$100.86	\$1,177.92	\$397.53	\$174.65	\$504.88	\$100.86	\$1,177.92	\$0.00	\$0.00
SF 65'	1.50	73	72	\$477.09	\$174.65	\$605.86	\$100.86	\$1,358.46	\$477.09	\$174.65	\$605.86	\$100.86	\$1,358.46	\$0.00	\$0.00
Phase 2 - Series 2013-1															
Townhome	0.75	604	416	\$360.09	\$174.65	\$302.93	\$100.86	\$838.53	\$360.09	\$174.65	\$302.93	\$100.86	\$838.53	\$0.00	\$0.00
SF 50'	1.25	574	572	\$433.48	\$174.65	\$504.88	\$100.86	\$1,213.87	\$433.48	\$174.65	\$504.88	\$100.86	\$1,213.87	\$0.00	\$0.00
SF 50' Eagle's Nest	1.25	33	33			\$504.88	\$100.86	\$605.74			\$504.88	\$100.86	\$605.74		\$0.00
SF 60'	1.50	96	96	\$520.18	\$174.65	\$605.86	\$100.86	\$1,401.55	\$520.18	\$174.65	\$605.86	\$100.86	\$1,401.55	\$0.00	\$0.00
		1,796	1,605												

## Notations:

- <sup>(1)</sup> Annual assessments are adjusted for the 6% County collection costs and statutory early payment discounts.
- <sup>(2)</sup> Phase 1: Additional 50' lot platted and merged with HOA tract
- <sup>(3)</sup> Debt Service Assessment are subject to change upon the Eagle's Nest lots plat & levy based on receipt of Certificates of Occupancy
- Proposed Budget is based on 42 Eagle's Nest lots with Certificates of Occupancy received (included in the SF 50' line for assessment purposes)
- O&M Amenity is based on the Amenity related changes in the expenses which are spread evenly across the properties
- <sup>(4)</sup> An increase in assessments creates a positive figure; conversely, a decrease in assessments creates a negative figure.

The County Tax Collector will collect the assessments for all lots and parcels within the District. Alternatively, the District may elect to directly collect its assessments in accordance with Chapter 190, Florida Statutes. Failure to pay the District's assessments will cause a tax certificate to be issued against the property which may result in a loss of title or a foreclosure action to be filed against the property. All affected property owners have the right to appear at the public hearing and to file written objections with the District within 20 days of publication of this notice.

The public hearing and meeting are open to the public and will be conducted in accordance with the provisions of Florida law for community development districts and if applicable Executive Order 20-69. They



# Tampa Bay Times

tampabay.com

Times Publishing Company

DEPT 3396

PO BOX 123396

DALLAS, TX 75312-3396

Toll Free Phone: 1 (877) 321-7355

Fed Tax ID 59-0482470

## ADVERTISING INVOICE

Advertising Run Dates	Advertiser Name	
08/ 4/21	PARKWAY CENTER COMMUNITY DEV DISTRICT	
Billing Date	Sales Rep	Customer Account
08/04/2021	Deirdre Almeida	117541
Total Amount Due	Ad Number	
\$370.22	0000172601	

## PAYMENT DUE UPON RECEIPT

Start	Stop	Ad Number	Product	Placement	Description PO Number	Ins.	Size	Net Amount
08/04/21	08/04/21	0000172601	Times	Legals CLS	Budget Hearing	1	2x52 L	\$368.22
08/04/21	08/04/21	0000172601	Tampabay.com	Legals CLS	Budget Hearing AffidavitMaterial	1	2x52 L	\$0.00 \$2.00

PLEASE DETACH AND RETURN LOWER PORTION WITH YOUR REMITTANCE

# Tampa Bay Times

tampabay.com

DEPT 3396

PO BOX 123396

DALLAS, TX 75312-3396

Toll Free Phone: 1 (877) 321-7355

## ADVERTISING INVOICE

Thank you for your business.

Advertising Run Dates	Advertiser Name	
08/ 4/21	PARKWAY CENTER COMMUNITY DEV DISTRICT	
Billing Date	Sales Rep	Customer Account
08/04/2021	Deirdre Almeida	117541
Total Amount Due	Ad Number	
\$370.22	0000172601	

DO NOT SEND CASH BY MAIL

PLEASE MAKE CHECK PAYABLE TO:

TIMES PUBLISHING COMPANY

PARKWAY CENTER COMMUNITY DEV DISTRICT  
ATTN: MERITUS DISTRICTS  
2005 PAN AM CIRCLE #300  
TAMPA, FL 33607

REMIT TO:

Times Publishing Company  
DEPT 3396  
PO BOX 123396  
DALLAS, TX 75312-3396

**Tampa Bay Times**  
**Published Daily**

STATE OF FLORIDA  
 COUNTY OF Hillsborough

} SS

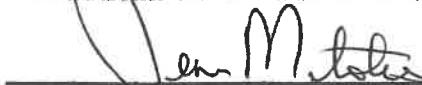
Before the undersigned authority personally appeared **Deirdre Almeida** who on oath says that he/she is **Legal Advertising Representative of the Tampa Bay Times** a daily newspaper printed in St. Petersburg, in Pinellas County, Florida; that the attached copy of advertisement, being a Legal Notice in the matter **RE: Budget Hearing** was published in **Tampa Bay Times: 8/ 4/21** in said newspaper in the issues of **Baylink Hillsborough**

Affiant further says the said **Tampa Bay Times** is a newspaper published in Hillsborough County, Florida and that the said newspaper has heretofore been continuously published in said Hillsborough County, Florida each day and has been entered as a second class mail matter at the post office in said Hillsborough County, Florida for a period of one year next preceding the first publication of the attached copy of advertisement, and affiant further says that he/she neither paid not promised any person, firm or corporation any discount, rebate, commission or refund for the purpose of securing this advertisement for publication in the said newspaper.



Signature Affiant

Sworn to and subscribed before me this **08/04/2021**



Signature of Notary Public

Personally known ☒ or produced identification

Type of identification produced \_\_\_\_\_

**Notice of Public Hearing and Board of Supervisors  
 Meeting of the Parkway Center  
 Community Development District**

The Board of Supervisors (the "Board") of the Parkway Center Community Development District (the "District") will hold a public hearing and a meeting on August 25, 2021, at 6:30 p.m. at The Rivercrest CDD Clubhouse, located at 11560 Ramble Creek Drive, Riverview, FL 33569.

The purpose of the public hearing is to receive public comments on the proposed adoption of the District's fiscal year 2021-2022 proposed budget. A meeting of the Board will also be held where the Board may consider any other business that may properly come before it. A copy of the proposed budget and the agenda may be viewed on the District's website at least 2 days before the meeting, or may be obtained by contacting the District Manager's office via email at [brian.howell@merituscorp.com](mailto:brian.howell@merituscorp.com) or via phone at (813) 873-7300.

The public hearing and meeting are open to the public and will be conducted in accordance with the provisions of Florida law for community development districts and if applicable Executive Order 20-69. They may be continued to a date, time, and place to be specified on the record at the hearing or meeting. There may be occasions when staff or Board members may participate by speaker telephone.

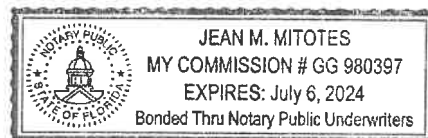
In accordance with the provisions of the Americans with Disabilities Act, any person requiring special accommodations because of a disability or physical impairment should contact the District Manager's office at least 48 hours prior to the meeting. If you are hearing or speech impaired, please contact the Florida Relay Service at 711 or 1-800-955-8771 (TTY), or 1-800-955-8770 (voice) for aid in contacting the District Manager's office.

Each person who decides to appeal any decision made by the Board with respect to any matter considered at the public hearing or meeting is advised that person will need a record of 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.

Brian Howell  
 District Manager

Run Date: August 4, 2021

0000172601



## DISTRICT CHECK REQUEST FORM

**Today's Date**        8/9/21

**District Name**     Parkway CDD

**Check Amount**     \$198

**Payable:**            Cory Copeland

**Mailing Address**

**Check Description; Off Duty Patrol 8/7/21**

(Please attach all support documentation: i.e., invoices, training class applications, etc.)

**Approved Signature**

DM	_____	GR
Fund	_____	
G/L	_____	
Object Cd	_____	
CK #	_____	Date <u>8/9/21</u>
_____		

57200/3403





## DISTRICT CHECK REQUEST FORM

**Today's Date**        8/17/21

**District Name**     Parkway CDD

**Check Amount**     \$198

**Payable:**            Cory Copeland

**Mailing Address**

**Check Description; Off Duty Patrol 8/16/21**

(Please attach all support documentation: i.e., invoices, training class applications, etc.)

**Approved Signature**

DM	_____	GR	_____
Fund	_____		
G/L	_____		
Object Cd	_____		
CK #	_____	Date	<u>8/17/21</u>
_____			

## DISTRICT CHECK REQUEST FORM

**Today's Date**        8/23/21

**District Name**     Parkway CDD

**Check Amount**     \$198

**Payable:**            Cory Copeland

**Mailing Address**

**Check Description; Off Duty Patrol 8/20//21**

(Please attach all support documentation: i.e., invoices, training class applications, etc.)

**Approved Signature**

DM	_____	GR
Fund	_____	
G/L	_____	
Object Cd	_____	
CK #	_____	Date <u>8/23/21</u>
_____		

## DISTRICT CHECK REQUEST FORM

**Today's Date**        8/23/21

**District Name**     Parkway CDD

**Check Amount**     \$198

**Payable:**            Cory Copeland

**Mailing Address**

**Check Description; Off Duty Patrol 8/22//21**

(Please attach all support documentation: i.e., invoices, training class applications, etc.)

**Approved Signature**

DM	_____	GR	_____
Fund	_____		
G/L	_____		
Object Cd	_____		
CK #	_____	Date	<u>8/23/21</u>



**DOG WASTE DEPOT**  
**12316 World Trade Drive #102**  
**San Diego, CA 92128**  
**TEL:800-678-1612**  
**FAX:800-583-2169**  
**www.DogWasteDepot.com**

**INVOICE**

Date	Invoice #
6/14/2021	416178

Bill To
Parkway Center CDD Accts Payable 2005 Pan Am Circle #300 Tampa, FL 33607

Ship To
Parkway Center CDD Gene Roberts 2005 Pan Am Circle #300 Tampa, FL 33607

PLEASE MAKE ALL CHECKS PAYABLE TO "Dog Waste Depot"

ORDER NUMBER		Terms	Rep	Ship Date	Via	PO NUMBER
BDWD-137855		Net 30	DWD	6/14/2021	FEDEX	
Quantity	Item Code	Description			Price Each	Amount
2	DEPOT-001-10 Tariff Mitigation ...	Dog Waste Roll Bag 10 roll case (2000 bags)			48.97	97.94T
		Tariff Mitigation Allowance Fee 8.9%			8.90%	8.72
		FedEx Package 1 Tracking #: 280363115880				
		Out of State No Sales Tax			0.00%	0.00
		REMIT TO ADDRESS: Dog Waste Depot 12316 World Trade Drive #102 San Diego, CA 92128				
FED ID# 27-4523962					Total	\$106.66
					Balance Due	\$106.66

## DISTRICT CHECK REQUEST FORM

**Today's Date**            8/26/21

**District Name**        Parkway CDD

**Check Amount**       \$198

**Payable:**            Eddy Montrose  
**Mailing Address**

**Check Description; Off Duty Patrol 8/24/21**  
(Please attach all support documentation: i.e., invoices, training class applications, etc.)

**Approved Signature**

DM	_____	GR	_____
Fund	_____		
G/L			
Object Cd			
CK #	_____	Date	<u>8/26/21</u>
_____			

## DISTRICT CHECK REQUEST FORM

**Today's Date**            **August 18, 2021**

**District Name**        **Parkway Center CDD**

**Check Amount**       **\$15,838.00**

**Payable:**               **Hillsborough County BOCC**

**Mailing Address**

**Check Description**   **Amenity Facility Construction**

**Special Instructions**   **Mail to:**  
                                 **Lee Harwell**  
                                 **Stantec**  
                                 **777 S. Harbour Island Boulevard**  
                                 **Suite 600**  
                                 **Tampa, FL 33602-5729**

(Please attach all support documentation: i.e., invoices, training class applications, etc.)

**Brian Howell**  
**Approved Signature**

DM	_____
Fund	_____
G/L	57200/6404
Object Cd	
CK #	_____
Date	_____

# CASHIER'S CHECK

0066612 11-24  
Office AU # 1210(8)

SERIAL #: 6661203750  
ACCOUNT#: 4861-513265

Remitter: ERIC DAVIDSON  
Purchaser: ERIC DAVIDSON  
Purchaser Account:  
Operator I.D.: u809945 f1001879  
Funding Source: Paper Item(s)

August 18, 2021

PAY TO THE ORDER OF \*\*\*HILLSBOROUGH COUNTY BOCC\*\*\*

**\*\*Fifteen Thousand Eight Hundred Thirty-Eight and 00/100 -US Dollars \*\***

**\*\*\$15,838.00\*\***

Payee Address:  
Memo:

WELLS FARGO BANK, N.A.  
1500 S DALE MABRY HWY  
TAMPA, FL 33629  
FOR INQUIRIES CALL (480) 394-3122

NOTICE TO PURCHASER-IF THIS INSTRUMENT IS LOST,  
STOLEN OR DESTROYED, YOU MAY REQUEST CANCELLATION  
AND REISSUANCE. AS A CONDITION TO CANCELLATION AND  
REISSUANCE, WELLS FARGO & COMPANY MAY IMPOSE A FEE  
AND REQUIRE AN INDEMNITY AGREEMENT AND BOND.

VOID IF OVER US \$ 15,838.00

NON-NEGOTIABLE

Purchaser Copy

FB004 (10/19) M4203 00285303

PRINTED ON LINEMARK PAPER - HOLD TO LIGHT TO VIEW. FOR ADDITIONAL SECURITY FEATURES SEE BACK.

# CASHIER'S CHECK

0066612 11-24  
Office AU # 1210(8)

6661203750

Remitter: ERIC DAVIDSON  
Operator I.D.: u809945 f1001879

August 18, 2021

PAY TO THE ORDER OF \*\*\*HILLSBOROUGH COUNTY BOCC\*\*\*

**\*\*Fifteen Thousand Eight Hundred Thirty-Eight and 00/100 -US Dollars \*\***

**\*\*\$15,838.00\*\***

Payee Address:  
Memo:

WELLS FARGO BANK, N.A.  
1500 S DALE MABRY HWY  
TAMPA, FL 33629  
FOR INQUIRIES CALL (480) 394-3122

VOID IF OVER US \$ 15,838.00

Authorized Signature

⑈6661203750⑈ ⑆121000248⑆4861 513265⑈

Thank you, ALMENDRA

Transaction # 064 2077  
01:22PM 08/18/21

Total Amount of Checks \$15,848.00  
Fees Paid \$10.00  
TOTAL \$15,838.00

Branch #0066612 26 Bank Check

Wells Fargo Bank  
Transaction Receipt



# Hillsborough County Sheriff's Office Invoice/Statement of Account

Off Duty Events (813) 247-8632 Email: OffDutyAccts@hcsso.tampa.fl.us

Remit To: Hillsborough County Sheriffs Office  
PO Box 3371  
Tampa FL 33601

Page: 1 OF 1  
Statement Number: 42182  
Account Number: 248562  
Date: 07/31/2021

Billing Address: Parkway Center CDD  
2005 PanAm Circle Suite 300  
Tampa FL 33607

Deputy Name	Service Number	Pay Itm	Service Date	Remark	Previous Balance	New Service	Payments Received	Revisions/ Write Offs	Outstanding Balance
Lee Jared R	351432	001	07/23/2021	MileageFees 23.00 @0.25/hr		5.75			5.75
Lee Jared R	351432	002	07/23/2021	AdminFees 6.00 @4.00/hr		24.00			24.00
Jorden Donald F	351702	001	07/26/2021	MileageFees 33.00 @0.25/hr		8.25			8.25
Jorden Donald F	351702	002	07/26/2021	AdminFees 5.00 @4.00/hr		20.00			20.00
Jorden Donald F	351838	001	07/28/2021	MileageFees 45.00 @0.25/hr		11.25			11.25
Jorden Donald F	351838	002	07/28/2021	AdminFees 6.00 @4.00/hr		24.00			24.00
Brode Kristian R	352016	001	07/30/2021	MileageFees 33.00 @0.25/hr		8.25			8.25
Brode Kristian R	352016	002	07/30/2021	AdminFees 4.00 @4.00/hr		16.00			16.00

Received  
AUG 11 2021

TOTAL CURRENT BALANCE DUE 117.50

## ACCOUNT SUMMARY

Previous Balance	
New Service	117.50
Payments Received - Thank You	
Adjustments	
Current Balance Due	117.50

Current	31 - 60	61 - 90	91 - 120	121 - 150	151 - 180	Over 180
117.50						260



## DISTRICT CHECK REQUEST FORM

**Today's Date**        8/3/21

**District Name**     Parkway CDD

**Check Amount**     \$132

**Payable:**            Kristian Brode

**Mailing Address**

**Check Description; Off Duty Patrol 7/30/21**

(Please attach all support documentation: i.e., invoices, training class applications, etc.)

**Approved Signature**

DM	_____	GR	_____
Fund	_____		
G/L	_____		
Object Cd	_____		
CK #	_____	Date	<u>8/3/21</u>

# Irrigation Service/Proposal Request

Property: <u>Parkway Center CDD</u>	DATE <u>7/22/21</u>
Location <u>Controller E Pine Ridge</u>	

Emergency? \_\_\_\_\_

Work Ordered By: \_\_\_\_\_

Field Contact if any: \_\_\_\_\_

Phone \_\_\_\_\_ FSR/PROPOSAL # \_\_\_\_\_

Description of Work to be performed:	
<u>Decoder module blown (day two)</u>	
<u>- disconnected several splines, tracked &amp; tamed wires</u>	
<u>• located defective decoder (Zone 55) on townhome's (to be replaced by Field Storm)</u>	
Materials needed :	
<u>12 - DBR/Y (2.60) 31.20</u>	

Foreman: <u>Tom</u>	Special Tools Needed:
Manager	<u>Materials 31.20</u>
Date Completed <u>7/22/21</u>	<u>Labor 140.00</u>
Total Man Hours <u>3.5 hrs</u>	<u>Total 171.20</u>
Inspected by	
Date	



# Invoice

Corporate Office  
PO Box 267  
Seffner, FL 33583

813-757-6500  
813-757-6501

Date	Invoice #
7/29/2021	162083


Bill To:
Parkway Center CDD c/o Meritus 2005 Pan Am Cir. Suite 300 Tampa, FL 33607

Property Information
Faulkenburg Rd & Progress Blvd Riverview, FL

Estimate #
73016

Work Order #

PO / PA #

Description	Qty	Rate	Amount
Keyed padlock	1	18.00	18.00
Labor: 1 man @ \$ 40.00 per hour	0.25	40.00	10.00
Install padlock on breaker panel due to someone turning the pump off.			
<p style="text-align: center;">  </p>			
Breaker panel for irrigation pump at controller I.		Total	\$28.00
Questions regarding this invoice? Please e-mail arpayments@lmppro.com or call 813-757-6500 and ask for Accounts Receivable.	Terms	Due Date	Payments/Credits
	Net 30	8/28/2021	Balance Due

PO Box 267  
Seffner, FL 33583  
O: 813-757-6500  
F: 813-757-6501

## Estimate

<b>Submitted To:</b>
Parkway Center CDD c/o Meritus 2005 Pan Am Cir. Suite 300 Tampa, FL 33607

Date	7/23/2021
Estimate #	73016
LMP REPRESENTATIVE	
TN-TI	
PO #	
Work Order #	

Breaker panel for irrigation pump at controller I.

DESCRIPTION	QTY	COST	TOTAL
Keyed padlock	1	18.00	18.00
Labor: 1 man @ \$ 40.00 per hour	0.25	40.00	10.00
Install padlock on breaker panel due to someone turning the pump off.			

**TERMS AND CONDITIONS:**

<b>TOTAL</b>	<b>\$28.00</b>
--------------	----------------

LMP reserves the right to withdraw this proposal if not accepted within 30 days of the date listed above. Any alteration or deviation to scope of work involving additional costs must be agreed upon in writing as a separate proposal or change order to this proposal. Periodic invoices may be submitted if job is substantial in nature with final invoice being submitted at completion of project. Any work performed requiring more than 5 days to complete is subject to progressive payments as portions of the work are completed. No finance charge will be imposed if the total of said work is paid in full within 30 days of invoice date. If not paid in full within 30 days, then customer is subject to finance charges on the balance of the work from the invoice date at a rate of 1.5% per month until paid. LMP shall have the right to stop work under this contract until all outstanding amounts including finance charges are paid in full. Payments will be applied to the oldest invoices.

ACCEPTANCE OF PROPOSAL: The above prices, scope of work and terms and conditions are hereby satisfactorily agreed upon. LMP, Inc. has been authorized to perform the work as outlined and payment will be made as outlined above. The above pricing does not include any unforeseen modifications to the said irrigation system that could not be reasonably accounted for prior to job start. All plant material carries a one (1) year warranty provided LMP, Inc. is performing landscape maintenance services to the area installed or enhanced at the time of installation. If not, then there is no warranty on the plant material.

OWNER / AGENT

DATE \_\_\_\_\_

# Irrigation Service/Proposal Request

Property: Parkway Center CAA

DATE 7/22/21

Location Controller I

Emergency?

Work Ordered By:

Field Contact if any:

Phone

FSR/PROPOSAL # 73016

Description of Work to be performed:

- Pump turned off at breaker panel (Not the first time)
- Install ~~pad~~ Pad Lock on breaker box

Materials needed :

1 - Pad Lock

Foreman: Tom

Manager David

Date Completed 7/28/21

Total Man Hours 15min

Inspected by

Date

Special Tools Needed:

Materials

Labor 10.00

Total





# Invoice

Corporate Office  
PO Box 267  
Seffner, FL 33583

813-757-6500  
813-757-6501

Date	Invoice #
8/4/2021	162193

Bill To:
Parkway Center CDD c/o Meritus 2005 Pan Am Cir. Suite 300 Tampa, FL 33607

Property Information
Faulkenburg Rd & Progress Blvd Riverview, FL

Estimate #

Work Order #

PO / PA #

Description	Qty	Rate	Amount
Irrigation inspection repairs completed on 8-3-2021			
Controller A	1	1.90	1.90
Irrigation parts	0.5	40.00	20.00
Labor: 1 man @ \$ 40.00 per hour			
Controller I	1	181.45	181.45
Irrigation parts	1.25	40.00	50.00
Labor: 1 man @ \$ 40.00 per hour			
Total			\$253.35
Questions regarding this invoice? Please e-mail arpayments@lmppro.com or call 813-757-6500 and ask for Accounts Receivable.	Terms	Due Date	Payments/Credits
	Net 30	9/3/2021	Balance Due



Landscape  
Maintenance  
Professionals, Inc.

Property: *Parkway Center CDD*

Date *8/2/21*

Technician *Tom*

Arrive/Depart *8:15 - 9:00*

P.O. 267 Seffner, Florida 33583 \* (813)757-6500 Fax: (813)757-6501 \* www.lmpro.com

Clock Type/ #	<i>Hunter XC Hybrid / controller A</i>				Start	Sun	Mon	Tue	Wed	Thu	Fri	Sat
Battery Date		Confirm Time/ Date	<input checked="" type="checkbox"/>	Time/Date Adjust	Y	<input checked="" type="checkbox"/>	Pgm A	1				
Rain Sensor	<input checked="" type="checkbox"/> (ok)	bad		Battery Replaced	Y	<input checked="" type="checkbox"/>		2				
Notes:							Pgm B	1				
								2				
							Pgm C	1		<i>8:00pm</i>		
								2		<i>8:00am</i>		
							Pgm D	1				
								2				

Zone #		Type	Programs				Zone Information	Technician Use Only (Use Standard Invoice forms for additional charges)			
		A	B	C	D		Labor		Hrs	Rate	Amount
1	<i>5/1</i>			<i>1:15</i>		<i>broken manijet nozzle, changed to spray nozzle</i>					
2	<i>S</i>	<i>1:20</i>				<i>ok</i>	Supervisor:		<i>0.5</i>	<i>40</i>	<i>20-</i>
3	<i>S</i>	<i>1:20</i>				<i>revised 2 sprayheads</i>	Technician:				
4	<i>S</i>	<i>1:40</i>				<i>ok</i>			Total Labor Charges		<i>\$ 20-</i>
5	<i>S</i>	<i>1:10</i>				<i>ok</i>					
6	<i>D</i>		<i>1:20</i>			<i>ok</i>	Materials		QTY	Unit	Extended
7							<i>8044UN</i>		<i>1</i>	<i>1.90</i>	<i>1.90</i>
8											
9											
10											
11											
12											
13											
14											
15											
16											
17											
18											
19											
20											
21											
22											
23							Total Materials		<i>\$ 1.90</i>		
24							Total Labor		<i>\$ 20.00</i>		
Season Adjust N <i>100% 100% 100%</i>							Grand Total		<i>\$ 21.90</i>		
Run Time <i>1:30 1:20 1:15</i>							Bill To:				

Please make additional notes on the reverse side of this report - Use extra report as needed for programming information



Corporate Office  
PO Box 267  
Seffner, FL 33583

813-757-6500  
813-757-6501

## Invoice

Date	Invoice #
7/23/2021	161739

<b>Bill To:</b>
Parkway Center CDD c/o Meritus 2005 Pan Am Cir. Suite 300 Tampa, FL 33607

<b>Property Information</b>
Faulkenburg Rd & Progress Blvd Riverview, FL

<b>Estimate #</b>

<b>Work Order #</b>

<b>PO / PA #</b>

Description	Qty	Rate	Amount
Irrigation repairs completed on 7-22-2021 Irrigation parts Labor: 1 man @ \$ 40.00 per hour	1 3.5	31.20 40.00	31.20 140.00
Decoder module alarm on controller. Tracking, locating and resplicing 2 wire junctions. Found faulty 1 decoder on zone 55 for townhomes. To be replaced by Fieldstone.			
<b>Controller E - Pine Ridge</b>		<b>Total</b>	<b>\$171.20</b>
Questions regarding this invoice? Please e-mail arpayments@imppro.com or call 813-757-6500 and ask for Accounts Receivable.	<b>Terms</b>	<b>Due Date</b>	<b>Payments/Credits</b>
	Net 30	8/22/2021	<b>Balance Due</b>



Landscape  
Maintenance  
Professionals, Inc.

Property: Parkway Center CDD

Date 8/3/21  
Technician Tenn  
Arrive/ Depart 9:20-1:30 1

Page 1 of 2

P.O. 267 Seffner, Florida 33583 \* (813)757-6500 Fax: (813)757-6501 \* www.lmpro.com

Clock Type/ #	<u>Hunter ICODE DUAL/ Controller I</u>				Start	Sun	Mon	Tue	Wed	Thu	Fri	Sat
Battery Date		Confirm Time/ Date	<u>(M)</u>	Time/Date Adjust	Y	<u>(N)</u>	Pgm A	1				
Rain Sensor	<u>(OK)</u>	bad		Battery Replaced	Y	<u>(N)</u>		2	<u>12:00am</u>			<u>12:00am</u>
Notes:							Pgm B	1				
<u>* Zone 14 - replaced decoder (data code Aug 14)</u>								2	<u>2:45am</u>			<u>2:45am</u>
							Pgm C	1				
								2	<u>6:00pm</u>			<u>6:00pm</u>
							Pgm D	1				
								2	<u>7:00pm</u>			<u>7:00pm</u>
									<u>12:00am</u>			<u>12:00am</u>

Zone #	Type	A	B	C	D	Programs	Zone Information	Technician Use Only (Use Standard Invoice forms for additional charges)
1	R	:25				ok		Labor
2	S	:10				ok		Hrs
3	S	:10				ok		Rate
4	S	:10				ok		Amount
5	S	:10				1 nozzle		Supervisor:
6	S	:10				ok		Technician:
7	S	:10				ok		Total Labor Charges
8	S	:10				ok		\$ 50
9	S	:10				ok		Materials
10	D/B				:35	ok		QTY
11	D				:35	ok		Unit
12	D				:35	ok		Extended
13	D				:35	ok		
14	R	:25				* Alarm - located valve, replaced decoder		
15	D				:35	ok		
16	R/D	:35				ok		
17	S	:10				ok		
18	R		:35			ok		
19	R			:10		ok		
20	S		:20			ok		
21	S		:20			ok		
22	D			:35		ok		
23	S		:30			ok		
24	D			:35		ok		
Season Adjust %								Total Materials
Run Time								\$ 181.45
								Total Labor
								\$ 50.00
								Grand Total
								\$ 231.45
							Bill To:	

Please make additional notes on the reverse side of this report - Use extra report as needed for programming information







# Invoice

Corporate Office  
PO Box 267  
Seffner, FL 33583

813-757-6500  
813-757-6501

Date	Invoice #
8/10/2021	162274

<b>Bill To:</b>
Parkway Center CDD c/o Meritus 2005 Pan Am Cir. Suite 300 Tampa, FL 33607

<b>Property Information</b>
Faulkenburg Rd & Progress Blvd Riverview, FL

<b>Estimate #</b>

<b>Work Order #</b>

<b>PO / PA #</b>

Description	Qty	Rate	Amount
Irrigation inspection repairs completed on 8-9-2021			
Controller C			
Irrigation parts	1	20.27	20.27
Labor: 1 man @ \$ 40.00 per hour	0.5	40.00	20.00
Controller D			
Irrigation parts	1	26.11	26.11
Labor: 1 man @ \$ 40.00 per hour	0.25	40.00	10.00
<div style="text-align: right;"> </div>			
<b>Total</b>			<b>\$76.38</b>
Questions regarding this invoice? Please e-mail arpayments@lmppro.com or call 813-757-6500 and ask for Accounts Receivable.	<b>Terms</b>	<b>Due Date</b>	<b>Payments/Credits</b>
	Net 30	9/9/2021	<b>Balance Due</b>

Property: *Parkway Center CAD*Date *8/9/21*  
Technician *Tom*  
Arrive/ Depart *7:15 - 9:45* *1*

P.O. 267 Seffner, Florida 33583 \* (813)757-6500 Fax: (813)757-6501 \* www.Imppro.com

Clock Type/ # *Rainbird ESP-M23 Controller C*Battery Date *6/20* Confirm Time/ Date *6/20* Time/Date Adjust *Y* *10*  
Rain Sensor *OK* *bad* Battery Replaced *Y* *10*

Notes:

Start	Sun	Mon	Tue	Wed	Thu	Fri	Sat
Pgm A 1				12:00am			12:00am
2				4:00am			4:00am
Pgm B 1				8:30am			8:30am
2				10:00am			10:00am
Pgm C 1		<i>X</i>		8:00am			8:00am
2							
Pgm D 1							
2							

Programs					Pgm D	1							
Zone #	Type	A	B	C	D	Zone Information				Technician Use Only (Use Standard Invoice forms for additional charges)			
1	R	:20				ok				Labor	Hrs	Rate	Amount
2	R/D	:20				ok				Supervisor:	0.5	40	20
3	R/D	:20				broken drip adaptor, 2 dripline breaks/spiral down				Technician:			
4	R/D	:20				ok				Total Labor Charges \$ 20			
5	R	:20				ok				Materials	QTY	Unit	Extended
6	R/D	:20				ok				PR0506	1	13.25	13.25
7	R	:20				ok				1535T	1	1.90	1.90
8	S	:12				ok				TL60UP	3	0.69	2.07
9	S	:12				ok				XFD0912	3	0.65	1.95
10	S	:12				ok				TL050MA	1	1.10	1.10
11	S	:12				ok							
12	S	:12				ok							
13	S	:12				ok (moved to program B)							
14	S	:15				ok							
15	S	:15				ok							
16	S	:15				ok							
17	S	:10				ok							
18	S	:10				broken @ 5pm/haer							
19	S	:15				ok							
20	S			1:15		ok							
21	T3			1:10		ok							
22													
23													
24										Total Materials	\$ 20.27		
Season Adjust %					100%	100%	100%			Total Labor	\$ 20.00		
Run Time					3:25	1:10	1:25			Grand Total	\$ 40.27		

Please make additional notes on the reverse side of this report - Use extra report as needed for programming information

Delay 1:13  
Total 3:51 1:16

Property: Parkway Center CND

Date: 8/9/21  
 Technician: Tom  
 Arrive/ Depart: 11:45-2:15 /

P.O. 267 Seffner, Florida 33583 \* (813) 757-6500 Fax: (813) 757-6501 \* www.lmppro.com

Clock Type/ #	<u>Rainbird ESP-M8 / Controller D</u>				Start	Sun	Mon	Tue	Wed	Thu	Fri	Sat
Battery Date		Confirm Time/ Date	<input checked="" type="checkbox"/>	Time/Date Adjust	Y	<input checked="" type="checkbox"/>						
Rain Sensor	<input checked="" type="checkbox"/> OK	bad		Battery Replaced	Y	<input checked="" type="checkbox"/> N						
Notes:												
						Pgm A	1					
							2					
						Pgm B	1					
							2					
						Pgm C	1					
							2					
						Pgm D	1					
							2					

Zone #		Type	Programs				Zone Information		Technician Use Only (Use Standard Invoice forms for additional charges)			
			A	B	C	D			Labor		Hrs	Rate
1	R	140					ok		Supervisor:		15 min	40
2	C	115					ok		Technician:			
3	R	145					3 dripline breaks (squirrel damage)		Total Labor Charges		\$ 10	
4	S	120					ok		Materials		QTY	Unit
5	S	120					ok					Extended
6	S	120					ok		MP 3000-90		1	10.50
7	S	120					ok		MP 1000-90		1	11.55
8	S	115					1 nozzle (MPR) 3000		TL COMP		4	0.69
9	S	115					1 nozzle (MP 1000)		XFD092		2	0.65
10	S	110					ok					
11	S	110					ok					
12	S	110					ok					
13	B				105		ok					
14	S				115		ok					
15												
16												
17												
18												
19												
20												
21												
22												
23												
24												
Season Adjust %		100%			100%				Total Materials		\$ 26.11	
Run Time		4:40			1:20				Total Labor		\$ 10.00	
									Grand Total		\$ 36.11	

Please make additional notes on the reverse side of this report - Use extra report as needed for programming information

Bill To:



# Invoice

Corporate Office  
PO Box 267  
Seffner, FL 33583

813-757-6500  
813-757-6501

Date	Invoice #
8/10/2021	162275

<b>Bill To:</b>
Parkway Center CDD c/o Meritus 2005 Pan Am Cir. Suite 300 Tampa, FL 33607

<b>Property Information</b>
Faulkenburg Rd & Progress Blvd Riverview, FL

<b>Estimate #</b>

<b>Work Order #</b>

<b>PO / PA #</b>

Description	Qty	Rate	Amount
Irrigation repair completed on 8-9-2021 Irrigation parts Labor: 1 man @ \$ 40.00 per hour  Repaired 2 inch main line leak at valve manifold.  OSH 4/4 2 53rd	1 2.5	21.80 40.00	21.80 100.00
<b>Controller I - Summerwood entrance.</b>		<b>Total</b>	<b>\$121.80</b>
Questions regarding this invoice? Please e-mail arpayments@lmppro.com or call 813-757-6500 and ask for Accounts Receivable.	<b>Terms</b>	<b>Due Date</b>	<b>Payments/Credits</b>
	Net 30	9/9/2021	<b>Balance Due</b>

# Irrigation Service/Proposal Request

Property: <u>Parkway Center CDD</u>	DATE <u>8/9/21</u>
Location <u>@ Controller T Summerwood Entrance</u>	

Emergency? \_\_\_\_\_

Work Ordered By: \_\_\_\_\_

Field Contact if any: \_\_\_\_\_

Phone \_\_\_\_\_ FSR/PROPOSAL # \_\_\_\_\_

Description of Work to be performed:	
<u>mainline break @ valve manifold</u>	
Materials needed :	
<del>1 - 406-020</del>	1 - PR40-020 3.14
1 - 406-020 4.04	
1 - 429-020 2.43	
1 - 437-251 3.01	
1 - 436-015 1.98	
3 - PR40-015(2.40) 7.20	

Foreman: <u>Tom</u>	Special Tools Needed:
Manager	<u>Materials 21.80</u>
Date Completed <u>8/9/21</u>	<u>Labor 100.00</u>
Total Man Hours <u>2.5</u>	<u>Total 121.80</u>
Inspected by	
Date	





# Invoice

Corporate Office  
PO Box 267  
Seffner, FL 33583

813-757-6500  
813-757-6501

Date	Invoice #
8/11/2021	162304

Bill To:
Parkway Center CDD c/o Meritus 2005 Pan Am Cir. Suite 300 Tampa, FL 33607

Property Information
Faulkenburg Rd & Progress Blvd Riverview, FL

Estimate #
73283

Work Order #

PO / PA #

Description	Qty	Rate	Amount
Summer mix (20 pink Pentas and 20 red Coleus)	40	1.75	70.00
40 units Summer Selection (20 Pink Pentas/20 Red Coleus) that were stolen from flower bed at Oak Creek monument. Work includes all soil amendments.			
<div> <div>VS4</div> <div>U1613</div> <div>539d</div> </div>			
		Total	\$70.00
Questions regarding this invoice? Please e-mail arpayments@lmppro.com or call 813-757-6500 and ask for Accounts Receivable.	Terms	Due Date	Payments/Credits
	Net 30	9/10/2021	Balance Due
			\$0.00
			\$70.00



# Invoice

Date	Invoice No.
8/2/2021	MPC15-2.65

Due Date
8/17/2021

## Bill To

Parkway Center CDD  
c/o Meritus Associations, Inc.  
Attn. Mr. Brian Howell  
2005 Pan Am Circle, Ste. 120  
Tampa, FL 33607

Emailed Invoice on August 2, 2021

## PARKWAY CDD Miscellaneous Task & Meetings

DATE OF SERVICE	TASK DESCRIPTION	BILL RATE	QTY.	TOTAL DUE
6/7/2021	Amenity Center Construction Administration (C.A.) and Permitting Principal Landscape Architect	155.00	0.83333	129.17
6/10/2021	Coord. with Brian and Chris on schedules via emails and calls. Principal Landscape Architect	155.00	0.75	116.25
6/11/2021	Research and calls with Sunrise on tree /palm supply and request to make changes. Principal Landscape Architect	155.00	3.63333	563.17
6/11/2021	Travel to meet with Chris and Paul to go over site clearing and planting installation, review tree location, trees to remove. Send pics to BH on pool pump areas and swale missing at s/w by gate to playground. Return to office. Principal Landscape Architect	155.00	0.21667	33.58
6/15/2021	Send email to Vaughn and Chris to reject the Wild Date Palm. Principal Landscape Architect	155.00	0.58333	90.42
6/25/2021	Calls with Chris about Tree Removals. Get pricing prepped and sent to BH. Principal Landscape Architect	155.00	0.95	147.25
6/25/2021	Travel to meeting with Sunrise at Amenity Ctr.. Principal Landscape Architect	155.00	2.61667	405.58
6/28/2021	Meet with Chris from Sunrise and Shoaib Deen from Stantec and field guys to go through installation and issues relative to site prep and flooding. Return to office. Principal Landscape Architect	155.00	0.55	85.25
6/29/2021	Email coord. with Gina at Windward about the low areas and the flooding out on site. Principal Landscape Architect	155.00	0.21667	33.58
6/29/2021	Review Gina's email. Principal Landscape Architect	155.00	0.51667	80.08
6/29/2021	Reply to Gina on grades at signwall.			

PLEASE MAIL PAYMENTS TO THE FOLLOWING:  
NICHOLS Landscape Architecture, Inc.  
P.O. Box 155  
Lutz, FL 33549

**Total Due**

We appreciate your business!

*Handwritten:* 8/2/21 5390

2021



# Invoice

Date: Aug 25, 2021

Invoice # 023

To: Parkway Center CDD

Payment Terms	Due Date
Net 30	September 26, 2021

[illegible]

Invoice prepared by: Antonio Merced Operations Manager

This is a invoice on the services named, subject to the conditions noted below: Usage fee is based current rental prices as determined by the Rivercrest Community Development District Board of Supervisors.

To accept this Invoice, sign here and return: \_\_\_\_\_

*Thank you for your business!*

Rivercrest CDD 11560 Ramble Creek Drive, Riverview, FL 33569 (813) 672-3804 clubhouse@rivercrestcdd.org



# Invoice

Date: Aug 4, 2021

Invoice # 022

To: Parkway Center CDD

Payment Terms	Due Date
Net 30	September 5, 2021

[illegible]

Invoice prepared by: Antonio Merced Operations Manager

This is a invoice on the services named, subject to the conditions noted below: Usage fee is based current rental prices as determined by the Rivercrest Community Development District Board of Supervisors.

To accept this Invoice, sign here and return:

*Thank you for your business!*

51300  
4903

Rivercrest CDD 11560 Ramble Creek Drive, Riverview, FL 33569 (813) 672-3804 clubhouse@rivercrestcdd.org

# Parkway Center Community Development District

Financial Statements  
(Unaudited)

Period Ending  
August 31, 2021



Meritus Districts  
2005 Pan Am Circle ~ Suite 300 ~ Tampa, FL 33607-1775  
Phone (813) 873-7300 ~ Fax (813) 873-7070



# Parkway Center Community Development District

## Combining Balance Sheet

As of 8/31/2021  
(In Whole Numbers)

	General Fund	Debt Service Fund - Series 2008	Debt Service Fund - Series 2018-1	Debt Service Fund - Series 2018-2	Capital Projects Fund - Series 2018-2	General Fixed Assets Account Group	General Long-Term Debt Account Group	Total
<b>Assets</b>								
Cash- Operating Acct	349,045	0	0	0	0	0	0	349,045
Investment - Revenue 2008 (9000)	0	129,511	0	0	0	0	0	129,511
Investment - Sinking 2008 (9003)	0	0	0	0	0	0	0	0
Investment - Interest 2008 (9004)	0	0	0	0	0	0	0	0
Investment - Reserve 2008 (9005)	0	17,293	0	0	0	0	0	17,293
Investment - Redemption 2008 (9006)	0	0	0	0	0	0	0	0
Investment - Revenue 2018-2 (6000)	0	0	0	109,193	0	0	0	109,193
Investment - Interest 2018-2 (6001)	0	0	0	0	0	0	0	0
Investment - Principal 2018-2 (6002)	0	0	0	0	0	0	0	0
Investment - Reserve 2018-2 (6003)	0	0	0	144,716	0	0	0	144,716
Investment - Prepayment 2018-2 (6004)	0	0	0	0	0	0	0	0
Investment - Construction 2018-2 (6005)	0	0	0	0	123,116	0	0	123,116
Investment - Revenue 2018-1 (7000)	0	0	224,029	0	0	0	0	224,029
Investment - Interest 2018-1 (7001)	0	0	0	0	0	0	0	0
Investment - Principal 2018-1 (7002)	0	0	0	0	0	0	0	0
Investment - Reserve 2018-1 (7003)	0	0	190,859	0	0	0	0	190,859
Prepayment Receivable	0	0	0	0	0	0	0	0
Assessments Receivable - Tax Roll	0	0	0	0	0	0	0	0
Assessments Receivable - Off Roll	0	0	0	0	0	0	0	0
Accounts Receivable	0	0	0	0	0	0	0	0
Due From General Fund	0	0	0	0	0	0	0	0
Prepaid Expense	0	0	0	0	0	0	0	0
Prepaid Trustee Fees	5,823	0	0	0	0	0	0	5,823
Prepaid General Liability Insurance	0	0	0	0	0	0	0	0
Prepaid Professional Liability	0	0	0	0	0	0	0	0
Prepaid Property Insurance	0	0	0	0	0	0	0	0
Deposits	9,000	0	0	0	0	0	0	9,000
Buildings	0	0	0	0	0	30,000	0	30,000
Improvements Other Than Buildings	0	0	0	0	0	2,653,526	0	2,653,526
Ancillary Costs	0	0	0	0	0	937,602	0	937,602
Construction Work In Progress	0	0	0	0	0	4,066,186	0	4,066,186
Amount Available-Debt Service	0	0	0	0	0	0	808,400	808,400
Amount To Be Provided-Debt Service	0	0	0	0	0	0	8,811,600	8,811,600
Other	0	0	0	0	0	0	0	0
<b>Total Assets</b>	<b>363,868</b>	<b>146,804</b>	<b>414,888</b>	<b>253,909</b>	<b>123,116</b>	<b>7,687,314</b>	<b>9,620,000</b>	<b>18,609,899</b>
<b>Liabilities</b>								
Accounts Payable	4,276	0	0	0	0	0	0	4,276

# Parkway Center Community Development District

## Combining Balance Sheet

As of 8/31/2021  
(In Whole Numbers)

	General Fund	Debt Service Fund - Series 2008	Debt Service Fund - Series 2018-1	Debt Service Fund - Series 2018-2	Capital Projects Fund - Series 2018-2	General Fixed Assets Account Group	General Long-Term Debt Account Group	Total
Accounts Payable Other	0	0	0	0	0	0	0	0
Retainage Payable	0	0	0	0	0	0	0	0
Due To Debt Service Fund	0	0	0	0	0	0	0	0
Deferred Revenue	0	0	0	0	0	0	0	0
Accrued Expenses Payable	0	0	0	0	0	0	0	0
Short Term Loan Payable	0	0	0	0	0	0	0	0
Other Current Liabilities	0	0	0	0	0	0	0	0
Refunding Bonds - 2008	0	0	0	0	0	0	1,320,000	1,320,000
Refunding Bonds - 2018-1	0	0	0	0	0	0	3,785,000	3,785,000
Refunding Bonds - 2018-2	0	0	0	0	0	0	4,515,000	4,515,000
Other	0	0	0	0	0	0	0	0
Total Liabilities	<u>4,276</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>9,620,000</u>	<u>9,624,276</u>
Fund Equity & Other Credits								
Fund Balance-All Other Reserves	0	143,269	415,676	256,308	989,549	0	0	1,804,802
Fund Balance-Unreserved	145,177	0	0	0	0	0	0	145,177
Investment In General Fixed Assets	0	0	0	0	0	7,687,314	0	7,687,314
Other	<u>214,415</u>	<u>3,535</u>	<u>(788)</u>	<u>(2,399)</u>	<u>(866,433)</u>	<u>0</u>	<u>0</u>	<u>(651,670)</u>
Total Fund Equity & Other Credits	<u>359,592</u>	<u>146,804</u>	<u>414,888</u>	<u>253,909</u>	<u>123,116</u>	<u>7,687,314</u>	<u>0</u>	<u>8,985,623</u>
Total Liabilities & Fund Equity	<u>363,868</u>	<u>146,804</u>	<u>414,888</u>	<u>253,909</u>	<u>123,116</u>	<u>7,687,314</u>	<u>9,620,000</u>	<u>18,609,899</u>

**Parkway Center Community Development District**  
**Statement of Revenues and Expenditures - Unposted Transactions Included In Report**

001 - General Fund  
From 10/1/2020 Through 8/31/2021  
(In Whole Numbers)

	Total Budget - Original	Current Period Actual	Total Budget Variance - Original	Percent Total Budget Remaining - Original
<b>Revenues</b>				
Special Assessments - Service Charges				
O&M Assmts - Tax Roll	872,085	888,455	16,370	2 %
O&M Assmts - Off Roll	33,025	0	(33,025)	(100)%
Interest Earnings				
Interest Earnings	0	122	122	0 %
Total Revenues	905,110	888,576	(16,534)	(2)%
<b>Expenditures</b>				
Legislative				
Supervisor Fees	12,000	9,200	2,800	23 %
Financial & Administrative				
District Manager	28,840	26,437	2,403	8 %
Recording Secretary	4,000	3,667	333	8 %
District Engineer	5,000	7,252	(2,252)	(45)%
Disclosure Report	6,000	5,000	1,000	17 %
Trustees Fees	12,500	10,546	1,954	16 %
Accounting Services	28,677	26,471	2,206	8 %
Auditing Services	8,000	9,100	(1,100)	(14)%
Arbitrage Rebate Calculation	1,300	0	1,300	100 %
Postage, Phone, Faxes, Copies	750	348	402	54 %
Public Officials Insurance	2,819	2,960	(141)	(5)%
Legal Advertising	1,100	3,834	(2,734)	(249)%
Bank Fees	350	263	87	25 %
Dues, Licenses & Fees	200	6,955	(6,755)	(3,377)%
Miscellaneous Fees	300	1,835	(1,535)	(512)%
Office Supplies	200	104	96	48 %
Technology Services	2,000	2,924	(924)	(46)%
ADA Website Compliance	2,000	0	2,000	100 %
Interest Payments	575	0	575	100 %
Legal Counsel				
District Counsel	9,000	8,888	113	1 %
Electric Utility Services				
Street Lighting	135,000	96,419	38,581	29 %
Other Physical Environment				
Staff Costs	40,000	886	39,114	98 %
Property & Casualty Insurance	31,000	8,233	22,767	73 %
Entry & Walls Maintenance	2,000	6,203	(4,203)	(210)%
Landscape Maintenance - Contract	240,000	184,172	55,829	23 %
Landscape Maintenance - Other	10,000	33,016	(23,016)	(230)%
Pool Service	25,000	2,600	22,400	90 %
Gate Maintenance	0	802	(802)	0 %
Field Manager	27,707	25,398	2,309	8 %
Irrigation Maintenance	10,000	33,784	(23,784)	(238)%
Plant Replacement Program	10,000	45,271	(35,271)	(353)%
Mitigation & Monitoring	5,000	10,135	(5,135)	(103)%
Waterway Management Program - Contract	17,500	20,172	(2,672)	(15)%
Waterway Management Program - Other	5,000	6,164	(1,164)	(23)%
Clubhouse Security Systems	5,000	570	4,430	89 %
Road & Street Facilities				
Street/Decorative Light Maintenance	1,000	12,729	(11,729)	(1,173)%
Pavement & Signage Repairs	2,000	500	1,500	75 %
Holiday Lighting	15,000	10,000	5,000	33 %
Parks & Recreation				
Off Duty Deputy Services	0	792	(792)	0 %

Parkway Center Community Development District  
**Statement of Revenues and Expenditures - Unposted Transactions Included In Report**

001 - General Fund  
 From 10/1/2020 Through 8/31/2021  
 (In Whole Numbers)

	Total Budget - Original	Current Period Actual	Total Budget Variance - Original	Percent Total Budget Remaining - Original
Security Patrol	30,792	5,527	25,265	82 %
Special Events	7,500	0	7,500	100 %
Playground/Amenity	10,000	3,951	6,049	60 %
Miscellaneous Reserve/Contingency	<u>150,000</u>	<u>41,057</u>	<u>108,943</u>	<u>73 %</u>
Total Expenditures	<u>905,110</u>	<u>674,161</u>	<u>230,949</u>	<u>26 %</u>
Excess of Revenues Over(Under) Expenditures	<u>0</u>	<u>214,415</u>	<u>214,415</u>	<u>0 %</u>
Fund Balance, Beginning of Period	0	145,177	145,177	0 %
Fund Balance, End of Period	<u><u>0</u></u>	<u><u>359,592</u></u>	<u><u>359,592</u></u>	<u><u>0 %</u></u>

**Parkway Center Community Development District**  
**Statement of Revenues and Expenditures - Unposted Transactions Included In Report**

201 - Debt Service Fund - Series 2008  
From 10/1/2020 Through 8/31/2021  
(In Whole Numbers)

	Total Budget - Original	Current Period Actual	Total Budget Variance - Original	Percent Total Budget Remaining - Original
Revenues				
Special Assessments - Capital Improvements				
DS Assmts - Tax Roll	167,343	173,287	5,944	4 %
Interest Earnings				
Interest Earnings	<u>0</u>	<u>11</u>	<u>11</u>	<u>0 %</u>
Total Revenues	<u>167,343</u>	<u>173,298</u>	<u>5,955</u>	<u>4 %</u>
Expenditures				
Debt Service Payments				
Interest Payments	67,343	69,763	(2,420)	(4)%
Principal Payments	<u>100,000</u>	<u>100,000</u>	<u>0</u>	<u>0 %</u>
Total Expenditures	<u>167,343</u>	<u>169,763</u>	<u>(2,420)</u>	<u>(1)%</u>
Excess of Revenues Over(Under) Expenditures	<u>0</u>	<u>3,535</u>	<u>3,535</u>	<u>0 %</u>
Fund Balance, Beginning of Period	0	143,269	143,269	0 %
Fund Balance, End of Period	<u><u>0</u></u>	<u><u>146,804</u></u>	<u><u>146,804</u></u>	<u><u>0 %</u></u>



**Parkway Center Community Development District**  
**Statement of Revenues and Expenditures - Unposted Transactions Included In Report**

202 - Debt Service Fund - Series 2018-1  
From 10/1/2020 Through 8/31/2021  
(In Whole Numbers)

	Total Budget - Original	Current Period Actual	Total Budget Variance - Original	Percent Total Budget Remaining - Original
Revenues				
Special Assessments - Capital Improvements				
DS Assmts - Tax Roll	379,594	382,632	3,038	1 %
Interest Earnings				
Interest Earnings	<u>0</u>	<u>24</u>	<u>24</u>	<u>0 %</u>
Total Revenues	<u>379,594</u>	<u>382,656</u>	<u>3,062</u>	<u>1 %</u>
Expenditures				
Debt Service Payments				
Interest Payments	159,594	163,444	(3,850)	(2)%
Principal Payments	<u>220,000</u>	<u>220,000</u>	<u>0</u>	<u>0 %</u>
Total Expenditures	<u>379,594</u>	<u>383,444</u>	<u>(3,850)</u>	<u>(1)%</u>
Excess of Revenues Over(Under) Expenditures	<u>0</u>	<u>(788)</u>	<u>(788)</u>	<u>0 %</u>
Fund Balance, Beginning of Period	0	415,676	415,676	0 %
Fund Balance, End of Period	<u><u>0</u></u>	<u><u>414,888</u></u>	<u><u>414,888</u></u>	<u><u>0 %</u></u>

**Parkway Center Community Development District**  
**Statement of Revenues and Expenditures - Unposted Transactions Included In Report**

203 - Debt Service Fund - Series 2018-2  
From 10/1/2020 Through 8/31/2021  
(In Whole Numbers)

	Total Budget - Original	Current Period Actual	Total Budget Variance - Original	Percent Total Budget Remaining - Original
Revenues				
Special Assessments - Capital Improvements				
DS Assmts - Tax Roll	288,708	290,124	1,416	0 %
DS Assmts - Prepayments	0	2,657	2,657	0 %
Interest Earnings				
Interest Earnings	0	15	15	0 %
Total Revenues	<u>288,708</u>	<u>292,796</u>	<u>4,088</u>	<u>1 %</u>
Expenditures				
Debt Service Payments				
Interest Payments	203,708	205,195	(1,487)	(1)%
Principal Payments	85,000	85,000	0	0 %
Bond Call Payment	0	5,000	(5,000)	0 %
Total Expenditures	<u>288,708</u>	<u>295,195</u>	<u>(6,487)</u>	<u>(2)%</u>
Excess of Revenues Over(Under) Expenditures	<u>0</u>	<u>(2,399)</u>	<u>(2,399)</u>	<u>0 %</u>
Fund Balance, Beginning of Period	0	256,308	256,308	0 %
Fund Balance, End of Period	<u>0</u>	<u>253,909</u>	<u>253,909</u>	<u>0 %</u>

Parkway Center Community Development District  
**Statement of Revenues and Expenditures - Unposted Transactions Included In Report**

303 - Capital Projects Fund - Series 2018-2  
 From 10/1/2020 Through 8/31/2021  
 (In Whole Numbers)

	Total Budget - Original	Current Period Actual	Total Budget Variance - Original	Percent Total Budget Remaining - Original
Revenues				
Interest Earnings				
Interest Earnings	0	25	25	0 %
Total Revenues	0	25	25	0 %
Expenditures				
Other Physical Environment				
Improvements Other Than Buildings	0	866,459	(866,459)	0 %
Total Expenditures	0	866,459	(866,459)	0 %
Excess of Revenues Over(Under) Expenditures	0	(866,433)	(866,433)	0 %
Fund Balance, Beginning of Period	0	989,549	989,549	0 %
Fund Balance, End of Period	0	123,116	123,116	0 %

Parkway Center Community Development District  
**Statement of Revenues and Expenditures - Unposted Transactions Included In Report**

900 - General Fixed Assets Account Group  
 From 10/1/2020 Through 8/31/2021  
 (In Whole Numbers)

	Total Budget - Original	Current Period Actual	Total Budget Variance - Original	Percent Total Budget Remaining - Original
Fund Balance, Beginning of Period				
Investment In General Fixed Assets				
	0	7,687,314	7,687,314	0 %
Total Fund Balance, Beginning of Period	0	7,687,314	7,687,314	0 %
Fund Balance, End of Period	0	7,687,314	6,468,522	0 %

Parkway Center Community Development District  
Reconcile Cash Accounts

Summary

Cash Account: 10100 Cash- Operating Acct

Reconciliation ID: 08/31/21

Reconciliation Date: 8/31/2021

Status: Locked

Bank Balance	355,759.33
Less Outstanding Checks/Vouchers	6,714.13
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	349,045.20
Balance Per Books	<u>349,045.20</u>
Unreconciled Difference	<u><u>0.00</u></u>

Click the Next Page toolbar button to view details.



Parkway Center Community Development District  
Reconcile Cash Accounts

Detail

Cash Account: 10100 Cash- Operating Acct

Reconciliation ID: 08/31/21

Reconciliation Date: 8/31/2021

Status: Locked

Outstanding Checks/Vouchers

<u>Document Number</u>	<u>Document Date</u>	<u>Document Description</u>	<u>Document Amount</u>	<u>Payee</u>
5456	8/19/2021	System Generated Check/Voucher	2,263.47	Nichols Landscape Architecture, Inc
5461	8/26/2021	System Generated Check/Voucher	225.00	Cardno, Inc.
5462	8/26/2021	System Generated Check/Voucher	3,325.00	Carson's Lawn & Landscaping Services, LLC
5463	8/26/2021	System Generated Check/Voucher	396.00	Cory Copeland
5464	8/26/2021	System Generated Check/Voucher	106.66	Dog Waste Depot
5465	8/26/2021	System Generated Check/Voucher	198.00	Jared Lee
5466	8/26/2021	System Generated Check/Voucher	200.00	Linda W. Bell
Outstanding Checks/Vouchers			6,714.13	

**Parkway Center Community Development District  
Reconcile Cash Accounts**

**Detail**

Cash Account: 10100 Cash- Operating Acct

Reconciliation ID: 08/31/21

Reconciliation Date: 8/31/2021

Status: Locked

**Cleared Checks/Vouchers**

Document Number	Document Date	Document Description	Document Amount	Payee
5431	7/15/2021	System Generated Check/Voucher	200.00	Linda W. Bell
5440	8/2/2021	System Generated Check/Voucher	198.00	Donald F. Jorden, Sr.
5441	8/2/2021	System Generated Check/Voucher	23,265.59	Landscape Maintenance Professionals, Inc
5442	8/2/2021	System Generated Check/Voucher	7,720.10	Meritus Districts
5443	8/2/2021	System Generated Check/Voucher	21,554.10	Sunrise Landscape
5444	8/9/2021	System Generated Check/Voucher	132.00	Kristian Richard Brode
5444	8/9/2021	System Generated Check/Voucher	(132.00)	Kristian Richard Brode
5444	8/9/2021	System Generated Check/Voucher	132.00	Kristian Richard Brode
5445	8/9/2021	System Generated Check/Voucher	2,553.00	First Choice Aquatic Weed Management, LLC.
5446	8/9/2021	System Generated Check/Voucher	171.20	Landscape Maintenance Professionals, Inc
5447	8/9/2021	System Generated Check/Voucher	175.00	Rivercrest CDD
CD161	8/11/2021	Bank Fee	23.85	
CD163	8/18/2021	Amenity Facility Construction	15,848.00	
HC BOCC081821	8/18/2021	Reverse amenity facility construction	(15,838.00)	Hillsborough County BOCC
HC BOCC081821	8/18/2021	amenity facility construction	15,838.00	Hillsborough County BOCC
5448	8/19/2021	System Generated Check/Voucher	2,100.00	AquaPRO Pool Solutions
5449	8/19/2021	System Generated Check/Voucher	1,710.00	Burr & Forman LLP
5450	8/19/2021	System Generated Check/Voucher	594.00	Cory Copeland
5451	8/19/2021	System Generated Check/Voucher	450.00	Don Harrison Enterprises LLC
5452	8/19/2021	System Generated Check/Voucher	117.50	Hillsborough County Sheriff's Office
5453	8/19/2021	System Generated Check/Voucher	200.00	Koko L. Miller
5454	8/19/2021	System Generated Check/Voucher	549.53	Landscape Maintenance Professionals, Inc
5455	8/19/2021	System Generated Check/Voucher	804.78	Navitas Credit Corp
5457	8/19/2021	System Generated Check/Voucher	2,475.47	Times Publishing Company
5458	8/19/2021	System Generated Check/Voucher	200.00	Tanya Partee O'Connor
5459	8/19/2021	System Generated Check/Voucher	2,674.99	TECO
5460	8/19/2021	System Generated Check/Voucher	400.00	Jo Ann Ward

Parkway Center Community Development District  
Reconcile Cash Accounts

Detail

Cash Account: 10100 Cash- Operating Acct

Reconciliation ID: 08/31/21

Reconciliation Date: 8/31/2021

Status: Locked

Cleared Checks/Vouchers

<u>Document Number</u>	<u>Document Date</u>	<u>Document Description</u>	<u>Document Amount</u>	<u>Payee</u>
311000070319 080421	8/23/2021	paid by ACH service 06/02/21 - 06/30/21	8,072.42	TECO
Cleared Checks/Vouchers			92,189.53	



# Meritus

## MONTHLY MAINTENANCE INSPECTION GRADESHEET

Site: Parkway Center

Date: 9/15/21

	MAXIMUM VALUE	CURRENT VALUE	CURRENT DEDUCTION	REASON FOR DEDUCTION
<b>AQUATICS</b>				
DEBRIS	25	15	-10	Trash in several ponds
INVASIVE MATERIAL (FLOATING)	20	10	-10	Grass weeds/Alligator weed
INVASIVE MATERIAL (SUBMERSED)	20	20	0	
FOUNTAINS/AERATORS	20	20	0	
DESIRABLE PLANTS	15	15	0	Good

<b>AMENITIES</b>				
CLUBHOUSE INTERIOR	4	4	0	
CLUBHOUSE EXTERIOR	3	3	0	
POOL WATER	10	10	0	
POOL TILES	10	10	0	
POOL LIGHTS	5	5	0	
POOL FURNITURE/EQUIPMENT	8	8	0	
FIRST AID/SAFETY ITEMS	10	10	0	
SIGNAGE (rules, pool, playground)	5	5	0	
PLAYGROUND EQUIPMENT	5	5	0	
RECREATIONAL FACILITIES	7	7	0	
RESTROOMS	6	6	0	
HARDSCAPE	10	10	0	
ACCESS & MONITORING SYSTEM	3	3	0	
IT/PHONE SYSTEM	3	3	0	
TRASH RECEPTACLES	3	3	0	
WATER FOUNTAINS	8	8	0	

<b>MONUMENTS AND SIGNS</b>				
CLEAR VISIBILITY (Landscaping)	25	25	0	Good
PAINTING	25	25	0	Good
CLEANLINESS	25	22	-3	Fair
GENERAL CONDITION	25	20	-5	Fair



# Meritus

## MONTHLY MAINTENANCE INSPECTION GRADESHEET

Site: Parkway Center

Date: 9/15/21

	MAXIMUM VALUE	CURRENT VALUE	CURRENT DEDUCTION	REASON FOR DEDUCTION
<b>HIGH IMPACT LANDSCAPING</b>				
ENTRANCE MONUMENT	40	40	0	Good
RECREATIONAL AREAS	30	30	0	
SUBDIVISION MONUMENTS	30	20	-10	Fair
<b>HARDSCAPE ELEMENTS</b>				
WALLS/FENCING	15	15	0	Good
SIDEWALKS	30	30	0	County
SPECIALTY MONUMENTS	15	15	0	Good
STREETS	25	15	-10	Several pot holes
PARKING LOTS	15	15	0	N/A
<b>LIGHTING ELEMENTS</b>				
STREET LIGHTING	33	33	0	?
LANDSCAPE UP LIGHTING	22	22	0	
MONUMENT LIGHTING	30	30	0	
AMENITY CENTER LIGHTING	15	15	0	
<b>GATES</b>				
ACCESS CONTROL PAD	25	25	0	N/A
OPERATING SYSTEM	25	25	0	N/A
GATE MOTORS	25	25	0	N/A
GATES	25	25	0	N/A
<b>SCORE</b>	700	652	-48	93%

Manager's Signature: Gene Roberts

Supervisor's Signature: \_\_\_\_\_





## Meritus

### MONTHLY LANDSCAPE MAINTENANCE INSPECTION GRADESHEET

Site: Parkway Center

Date: 9/15/21

MAXIMUM VALUE	CURRENT VALUE	CURRENT DEDUCTION	REASON FOR DEDUCTION
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#### LANDSCAPE MAINTENANCE

TURF	5	4	-1	Overall good
TURF FERTILITY	10	10	0	Good
TURF EDGING	5	5	0	Good
WEED CONTROL - TURF AREAS	5	4	-1	Broadleaf weeds
TURF INSECT/DISEASE CONTROL	10	9	-1	Small area of chinch bug activity.
PLANT FERTILITY	5	4	-1	Fair
WEED CONTROL - BED AREAS	5	2	-2	Beds need attention
PLANT INSECT/DISEASE CONTROL	5	4	-1	Spider mites
PRUNING	10	7	-3	Good
CLEANLINESS	5	4	-1	Areas still being missed mowing
MULCHING	5	5	0	Good
WATER/IRRIGATION MGMT	8	8	0	Good
CARRYOVERS	5	3	-2	Pruning/Weed detail/cleanliness

#### SEASONAL COLOR/PERENNIAL MAINTENANCE

VIGOR/APPEARANCE	7	7	0	Good
INSECT/DISEASE CONTROL	7	7	0	
DEADHEADING/PRUNING	3	3	0	

#### SCORE

100	87	-13	87%
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Contractor Signature: \_\_\_\_\_

Manager's Signature: Gene Roberts

## Parkway Ponds September



The grass weeds around the perimeter of pond 15 have been treated and are dying.



The edge of pond 2 needs to be line trimmed by LMP.





The condition of pond 1 is improving.



The weeds around the perimeter of pond 3 have been treated and are decaying.



Aquatic Weed Control will start reducing the cattails in pond 4.



Pond 9 still has a lot of Alligator weed growing in it.





The other ponds are looking good.















## Parkway September



The landscape installation is complete at the amenity center.

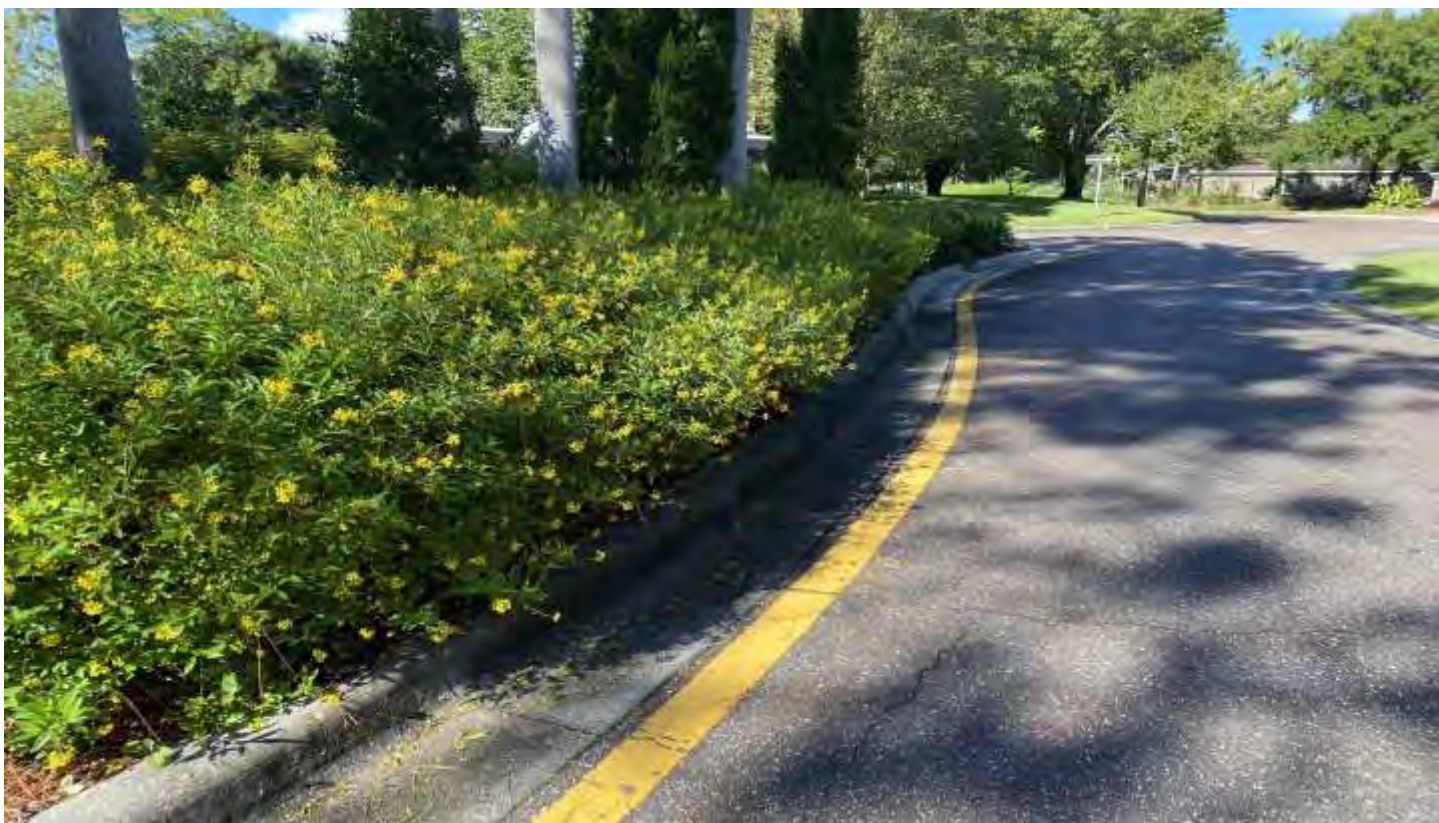


Turf quality looks good along Blue Beach but the viburnum hedge needs to be trimmed.





The turf and landscape in the circle at the end of Grand Aspen needs some attention and weed detailing.



The Thryallis hanging over the curb at the exit side of the Hamlet should be cut back.





The Fakahatchee grass at the Hamlet exit needs to be treated for mites and trimmed.



The turf along Still Creek is in good condition.





Plants have been added along Still Creek to prevent the neighboring resident from driving over the berm.



The rock bed at the Still Creek entrance needs weed detailing.





The turf at the Still Creek entrance needs to be treated for chinch bugs.



LMP will be removing the struggling Society Garlic and Bulbine at Harvest Glen entrance.





The Agapanthus plants do not do well at this site and should be replaced with different plant material.



The beds at the Belmont entrance need to be treated for Dollar weed.





The entrance to the Sanctuary needs weed detailing.



Pepper trees along Still Creek hanging over the landscape hedge needs to be trimmed back.





The Oak trees around the common area in Willow Beech need to be trimmed up along the sidewalk.