

# Parkway Center Community Development District

## Board of Supervisors

Koko Miller, Chairman  
JoAnn Ward, Vice Chairperson  
Tanya O' Conner, Assistant Secretary  
Linda Bell, Assistant Secretary  
Charlotte Hazlewood, Assistant Secretary

Gene Roberts, District Manager  
Scott Steady, District Counsel  
Tonja Stewart, District Engineer

## Regular Meeting Agenda

Wednesday, May 24, 2023, at 6:30 p.m.

### Zoom Meeting Link:

<https://us05web.zoom.us/j/85213112937?pwd=RkVLbzNCWnJBOERhREZxVzdacIMdz09>

Meeting ID: 852 1311 2937

Passcode: mz7iD0

The Regular Meeting of the Parkway Center Community Development District will be held on **May 24, 2023, at 6:30 p.m. at Parkway Center Clubhouse located at 7461 S Falkenburg Rd, Riverview, FL 33578.** Please let us know at least 24 hours in advance if you are planning to call into the meeting. Following is the Agenda for the Meeting:

*All cellular phones and pagers must be turned off during the meeting.*

### REGULAR MEETING OF BOARD OF SUPERVISORS

#### 1. CALL TO ORDER/ROLL CALL

#### 2. PUBLIC COMMENT

Each individual has the opportunity to comment and is limited to **three (3) minutes** for such comment.

#### 3. VENDOR/STAFF REPORTS

- i. District Counsel
- ii. District Engineer

#### 4. BUSINESS ITEMS

- A. Discussion on Landscaping RFP Proposals .....Tab 01
- B. Discussion on Neptune Multi Service Proposal .....Tab 02
- C. Annual Qualified Electors .....Tab 03
- D. Consideration of Resolution 2023-04; Approving FY 2024 Proposed Budget  
& Setting Public Hearing (FY 2023-2024 Budget) ..... Tab 04
- E. General Matters of the District

#### 5. CONSENT AGENDA

- A. Consideration of Board of Supervisor's Regular Meeting Minutes February 22, 2023, ..... Tab 05
- B. Consideration of Board of Supervisor's Regular Meeting Minutes March 22, 2023, ..... Tab 06
- C. Consideration of Board of Supervisor's Regular Meeting Minutes April 25, 2023, ..... Tab 07
- D. Consideration of Operation and Maintenance Expenditures April 2023, ..... Tab 08
- E. Review of Financial Statements Month Ending April 30, 2023, ..... Tab 09

#### 6. STAFF REPORTS

- i. District Manager ..... Tab 10
- i. Community Inspection Report

#### 7. BOARD OF SUPERVISORS REQUESTS AND COMMENTS

#### 8. ADJOURNMENT

We look forward to speaking with you at the meeting. In the meantime, if you have any questions, please do not hesitate to call us at (813) 873-7300.

Sincerely,

*Gene Roberts*

District Manager

#### District Office

Inframark  
2005 Pan Am Circle, Suite 300  
Tampa, Florida 33607  
(813) 873 – 7300

#### Meeting Location:

Parkway Center Clubhouse  
7461 S Falkenburg Rd  
Riverview, FL 33578





**Down to  
EARTH**

LANDSCAPE & IRRIGATION

# PARKWAY CENTER CDD

LANDSCAPE | IRRIGATION | CONSTRUCTION | GOLF



**PREPARED FOR:**

**Gene  
Roberts**  
LCAM  
Inframark

2005 Pan Am Circle Suite 300  
Tampa, FL 33607  
Email: [Generoberts@inframark.com](mailto:Generoberts@inframark.com)  
Website: [www.inframark.com](http://www.inframark.com)

Proposal issued:  
**17 April 2023**

Proposal valid for 60 days





April 17<sup>th</sup>, 2023

PARKWAY CENTER CDD

7461 S Falkenburg Rd Riverview, FL 33578

RE: PARKWAY CENTER CDD Landscape and Irrigation Maintenance Request for Proposal

Dear Gene Roberts,

I personally want to thank you for considering Down To Earth as your Landscape Maintenance partner and for inviting us to participate in your RFP. We are confident that the following information will help to make the best decision and appreciate all the time you have taken to ensure we are submitting the most accurate proposal that reflects the expectations of the community.

Down To Earth Landscape and Irrigation has been in business for more than 30 years and we pride ourselves on providing superior service that brings "Natural Joy" to our customers. We understand the high standards our customers require and constantly seek to be the "Service Provider of Choice" in the green industry by delivering uncompromising quality that will exceed your expectations. There are many choices for your landscape management services, but what makes Down To Earth different is our ICARE values.

#### INTEGRITY

- We act with honesty, transparency, and reliability, always doing what is right for our customers, our environment, and our teams.

#### COMMUNITY

- We are one team that respects and cares for each other, continuously striving to beautify and improve the communities we serve.

#### ACCOUNTABILITY

- We meet our commitments to each other and to our valued customers and act if we fall short of expectations.

#### RELENTLESSNESS

- We are constant in our efforts to provide solutions to customers and to satisfy their needs.

#### EXCELLENCE

- We strive to deliver best in class quality and safety while improving our services and results every day.

Thank you for your consideration and we look forward to the opportunity of working with you to achieve your landscape vision and experiencing the Down To Earth Difference!

Respectfully,

RJ Woodall  
Business Development Manager  
(407)-962-6351  
Robert Woodall



# COMPANY OVERVIEW

WHO WE ARE AND WHAT MAKES US DIFFERENT



## EXPERIENCE THE DOWN TO EARTH DIFFERENCE



**Down To Earth Landscape & Irrigation is a premier, full-service landscape company proudly providing maintenance, irrigation, design, and construction services serving multiple regions across Florida.**

Specializing in large-scale commercial, residential, and resort services, we deliver unparalleled service and unmatched quality from design and installation to ongoing maintenance.



## ABOUT US

Founded in 1989 as a **landscape & irrigation installation company**, DTE expanded to include a **landscape maintenance division** and **golf division** to meet the increasing demand from our clients. Today, Down To Earth continues to grow with over 1,400 team members that operate out of 15 branch locations and 30+ golf courses.

## OUR GOAL

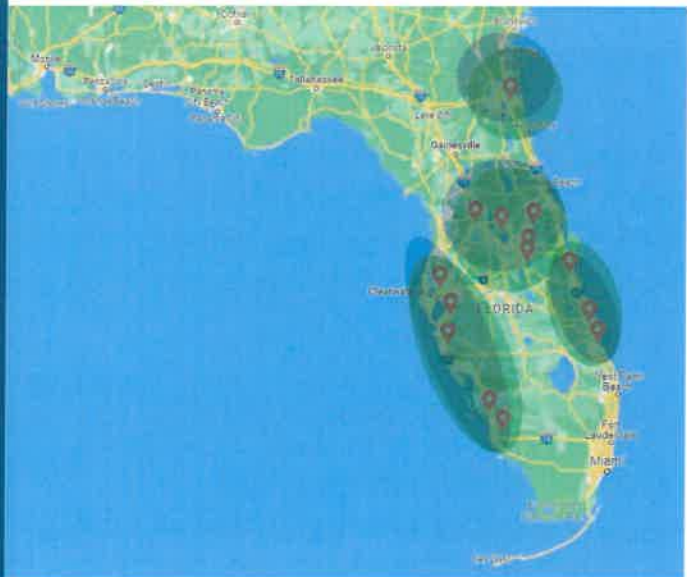
Down To Earth's goal for all three divisions is to approach it with the same business strategy and principles that have made the company a success for 30+ years: surround yourself with great people that demonstrate our **"ICARE"** values and offer a service that brings **"Natural Joy"** to our customers.

### CERTIFIED & EXPERIENCED

- Certified State Licensed Irrigation Contractor
- Certified Golf Course Superintendents
- Certified State Licensed Pest Control Operators
- Certified Rain Bird Maxicom Operator
- Certified Arborists
- Certified Horticulturists
- Certified Employees in Maintenance of Traffic
- Green Industries Best Management Practices
- On-Staff Mechanics (Certified Diesel Mechanics and 2-Cycle Mechanics)

### 450+ VEHICLES

- Maintenance/Construction Trucks
- Irrigation Vans
- Enclosed Trailers/Dump Trailers
- Large Semi-Trucks, Goose Neck Trucks



Map Data ©2022 Google, INGEI

## LOCATIONS

### CENTRAL

Lake Nona  
Mount Dora  
Orlando  
Sanford  
The Villages

### NORTH

Jacksonville

### SOUTHEAST

Vero Beach  
Fort Pierce  
Viera

### SOUTHWEST

Sarasota  
Ruskin  
Fort Myers  
Naples  
Tampa



# COMPANY SAFETY PLAN

OUR NUMBER ONE PRIORITY



## THE TEAM THAT CARES

Down To Earth understands that safety is the number one priority for both you and our employees. All personnel wear the following necessary protective equipment during the performance of their duties:

- DTE branded protective clothing, reflective, high visibility shirts, and safety vests.
- Protective eye wear or face shields
- Respiratory protection
- Gloves
- Ear/Hearing protection

Down To Earth personnel will adhere to all local, state, and federal safety guidelines and will observe all safety precautions when performing services on property, roadways and rights-of-way. The following measures will be employed when active in these areas:

- Safe location of parked vehicles
- Use of safety cones/signage
- Flag personnel as necessary

## HIRING PROGRAM

- Mandatory drug screening prior to employment – zero-tolerance policy.
- Each new employee must complete our **“Green Vest Training”** program that focuses on the safe operation of all equipment and machinery.

## PREVENTATIVE MAINTENANCE PROGRAM

- Participate in weekly “toolbox talks” to review the correct maintenance procedures and inspect current equipment.
- Equipment is cleaned and maintained daily which includes sharpening mower blades and servicing equipment to ensure proper working order.
- Weekly **Vehicle Condition Report** to ensure that all repairs and maintenance have been completed.
- Monthly **Branch & Site Audits** to ensure compliance.

## SAFETY TRAINING PROGRAM

- Employees participate in scheduled equipment training programs demonstrating the correct way to operate machinery and tools utilized for day-to-day job activities.
- Fertilizer/Pest Control Applicators take the Florida Best Management Practices Class and stay current on all continuing education units.
- Weekly Safety topic as well as scheduled Safety bulletins to raise awareness and reinforce training.



# LICENSES, CERTIFICATIONS, & INSURANCE BONDING



To deliver the very best customer service, we currently hold the following licenses, certifications, and insurance bonding:

- BMP Certified– Florida Green Industries
- Florida Department of Agriculture and Consumer Services, Certificate of Nursery Registration
- Florida Department of Agriculture and Consumer Services Certified Pest Control Operator
- Florida Department of Agriculture and Consumer Services Registered Pest Control Firm for Down to Earth Lawn Care
- Florida Department of Agriculture and Consumer Services, License as Dealer in Agriculture Products
- Florida Department of Environmental Protection
- Florida Irrigation Society, Completion Irrigation Auditing Training Course
- Florida Nursery, Growers and Landscape Association (FNGLA) – Certified Horticulture Professional (FCHP)
- FNGLA Certified Horticulturalists Florida Nursery, Growers and Landscape Association (FNGLA) – Florida Certified Landscape Contractor (FCLC)
- International Society of Arboriculture (ISA), Certified Arborist
- Irrigation Association (CLIA) Certified Landscape Irrigation Auditor
- John Deere Green Tech, Rain Master Eagle iCentral Control System
- Paige Irrigation, Certificate of Completion – Irrigation Wires & Cables and Proper Splicing Methods
- Professional Lawn Care Association of America, Certified Turfgrass Professional
- Rain Bird – Certified Maxicom Operator, Maxicom Software Level 1 and 2, Maxicom Hardware Level 1 & 2

All certificates & licenses are available upon request.



# APPROACH TO SERVICES

AN OVERVIEW OF WHAT WE DO & HOW WE DO IT



We are driven by bringing natural joy to every client and property we service.

## CORE COMPETENCIES

MAINTENANCE

IRRIGATION

CONSTRUCTION

ENHANCEMENTS &  
INSTALLATION

FERTILIZATION &  
PEST CONTROL

GOLF



# MAINTENANCE SERVICES AVAILABLE

## MOWING

Each turf variety is mowed based on area and site conditions to prescribed heights.

## TRIMMING & EDGING

Performed around beds, curbs, streets, trees, and buildings.

## IRRIGATION

From system installation to regular checks & audits and on-going maintenance of the irrigation system.

## FERTILIZATION

Property specific blends are applied using proper fertilization techniques by licensed professionals.

## INSPECTIONS & MANAGEMENT

Regular inspections are performed to examine the condition of the landscape and identify solutions to potential problems.

## PEST & WEED CONTROL

Property will be treated chemically to effectively control insect infestation and disease in line with BMP guidelines.

## TREE PRUNING

Trees shall be maintained with clear trunks to facilitate proper growth and provide 12'-15' clearance.

## MULCHING

Applied to beds and/or bare grounds to moderate soil temperature and retain moisture for healthy plants.

## ANNUAL FLOWERS

Proper spacing will be utilized per plant species variety to ensure proper growth.

## DESIGN & INSTALL

In house capability to provide full design and install of new material to bring your vision to life.

## STORM PREPARATION & REPAIR

In cases of storms or natural disasters, we can provide help to prepare and repair landscapes if requested.

For more details of our services, FAQs, and services beyond maintenance services we offer, please visit [www.dtelandscape.com/all-services/](http://www.dtelandscape.com/all-services/)

Note: Detailed scope of services included with pricing and contract.



# STATE OF THE ART SERVICE

## LATEST TECHNOLOGY



- Down To Earth leverages the latest technology and our expert staff to deliver best-in-class service with a commitment to stay on the cutting-edge of landscaping, irrigation systems, fertilization & pesticide practices, and systems.
- Down To Earth actively partners with our suppliers, industry associations, universities, and technology providers to incorporate their products into our services or provide feedback to help the industry including drones and autonomous mowers.

**UF IFAS**  
UNIVERSITY OF FLORIDA



### UNIVERSITY OF FLORIDA INSTITUTE OF FOOD AND AGRICULTURAL SCIENCES (UF/IFAS)

- We work with the University of Florida Institute of Food and Agricultural Sciences (UF/IFAS) to enhance our fertilization formulas and schedules to allow for custom blends based on soil samples, water quality, water availability and climate.

### INTERNATIONAL SOCIETY OF ARBORICULTURE (ISA) CERTIFIED ARBORISTS

- When it comes to tree care, Down To Earth remains at the forefront of botanical practices to optimize proper pruning and trimming. We have implemented a best-in-class hybrid approach utilizing the expertise of in-house and vendor-partnered International Society of Arboriculture (ISA) Certified Arborists.

### INTEGRATED PEST MANAGEMENT (IPM)

- We have an industry-leading pest control program based on Integrated Pest Management (IPM) principles - a sustainable, science-based process that combines biological, physical, and chemical tools to identify, manage and reduce threats from pests in a way that minimizes overall economic, health and environmental risks.



# DISASTER & STORM RELIEF PROTOCOL

Down To Earth understands firsthand the unpredictability of the weather. There have been many occasions throughout the years where we have offered immediate disaster and storm relief, in addition to frost protection services to our clients. Our extensive resources allow us to act quickly and address any issues efficiently and in a timely manner.



## SUPPLEMENTAL CREWS

- Supplemental to our current maintenance teams, we have additional enhancement resources that can be made available to restore your property to pre-disaster condition. Furthermore, if necessary, our Construction Division employees are working in Florida year-round and can always offer additional help.

## NECESSARY EQUIPMENT

- While adequate manpower is essential, having the necessary equipment is vitally important in these types of extreme situations. DTE has a deep inventory of equipment including loaders and dump trucks that can be redeployed statewide to meet the demands of any emergency.

## PREVENTATIVE MEASURES

- For more than 30 years, our track record has proven that we will do everything possible to protect our clients' interests and eliminate potential problems during hurricanes, storms, and frost by implementing preventative measures such as pre-storm tree trimming, removal of loose debris, and use of frost cloths.



When disaster strikes, you can count on Down To Earth to keep your property safe, healthy, and operating smoothly.

Please note this is an additional service. Refer to scope of services for a list of all services within the agreement.



# SERVICE REPORTS

## MONTHLY IRRIGATION REPORT

Inspected by: \_\_\_\_\_ Program A Run Days (Circle): M T W T F S S  
Clock: \_\_\_\_\_ Program "B" Run Days (Circle): M T W T F S S

Zone	Spray or Rotor	Run Time	Program	Straightened	Cleaned	Adjusted	Comments
1							
2							
3							
4							
5							
6							
7							
8							
9							
10							
11							
12							
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18							
19							
20							
21							
22							
23							
24							

Additional Comments or Problems Noted: \_\_\_\_\_

Repairs Needed: \_\_\_\_\_ Labor: \_\_\_\_\_  
Materials: \_\_\_\_\_  
Total: \_\_\_\_\_

Manager's Signature: \_\_\_\_\_ Repairs Approved (Initial): \_\_\_\_\_

## MONTHLY LAWN & ORNAMENTAL REPORT

Contractor: \_\_\_\_\_ Property: \_\_\_\_\_ Date: \_\_\_\_/\_\_\_\_/\_\_\_\_


Applicator Information: Name: \_\_\_\_\_ Turf Application: \_\_\_\_\_ Scheduled Application: \_\_\_\_\_  
I.D. Card #: \_\_\_\_\_ Ornamental Application: \_\_\_\_\_ Service Call: \_\_\_\_\_

Turf Application Information			Ornamental Application Information		
Fertilization	Weed Control	Disease & Insect	Fertilization	Weed Control	Disease & Insect
Liquid: <input type="checkbox"/>	Liquid: <input type="checkbox"/>	Fungicide / Insecticide Used: _____	Liquid: <input type="checkbox"/>	Liquid: <input type="checkbox"/>	Fungicide / Insecticide Used: _____
Granular: <input type="checkbox"/>	Herbicide(s) Used: _____	1) Analysis: _____	Granular: <input type="checkbox"/>	Herbicide(s) Used: _____	1) Analysis: _____
1) Analysis: _____	1) _____	Target Pest: _____	1) Analysis: _____	1) _____	Target Pest: _____
Application Rate: _____	2) _____	Area(s) Treated: _____	Palms: <input type="checkbox"/>	2) _____	Plants(s) Treated: _____
( lbs. / 1000 Sq. Ft. )	Area(s) Treated: _____	2) _____	Annuals: <input type="checkbox"/>	Target Pest: _____	2) _____
Area(s) Treated: _____	Granular: <input type="checkbox"/>	Target Pest: _____	Plants: All <input type="checkbox"/>	Plants(s) Treated: _____	3) _____
2) Analysis: _____	Herbicide Used: _____	Area(s) Treated: _____	Selected: <input type="checkbox"/>	Target Pest: _____	Plants(s) Treated: _____
Application Rate: _____	1) _____	Report Item #(s): _____	Palms: <input type="checkbox"/>	Plants(s) Treated: _____	Report Item #(s): _____
( lbs. / 1000 Sq. Ft. )	Area(s) Treated: _____	Report Item #(s): _____	Annuals: <input type="checkbox"/>	Target Pest: _____	Report Item #(s): _____
Area(s) Treated: _____	Report Item #(s): _____	Report Item #(s): _____	Plants: All <input type="checkbox"/>	Plants(s) Treated: _____	Report Item #(s): _____
Report Item #(s): _____	Report Item #(s): _____	Report Item #(s): _____	Selected: <input type="checkbox"/>	Target Pest: _____	Report Item #(s): _____
Report Item #(s): _____	Report Item #(s): _____	Report Item #(s): _____	Report Item #(s): _____	Target Pest: _____	Report Item #(s): _____

Comments & Observations: \_\_\_\_\_

Technician's Signature: \_\_\_\_\_ Manager's Signature: \_\_\_\_\_

## YEARLY SERVICES SCHEDULE GUIDELINE



**Down to  
EARTH**  
LANDSCAPING & IRRIGATION

## Property Specific Example

	JANUARY	FEBRUARY	MARCH	APRIL	MAY	JUNE	JULY	AUGUST	SEPTEMBER	OCTOBER	NOVEMBER	DECEMBER																																								
ACTION/TASK	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31	32	33	34	35	36	37	38	39	40	41	42	43	44	45	46	47	48	49	50	51	52
<b>TURF MOW SCHEDULE</b>																																																				
TURF																																																				
EDGE																																																				
STRING TRIM																																																				
<b>SHRUB MAINTENANCE SCHEDULE</b>																																																				
HEDGE TRIM MONTHLY WITHIN SECTIONAL ROTATION																																																				
DETAIL																																																				
<b>FERT AND PEST SCHEDULE</b>																																																				
FERTILIZE TURF																																																				
FERTILIZE SHRUBS																																																				
INSECT CONTROL																																																				
WEED CONTROL																																																				
INTEGRATED PEST MANAGEMENT WEEDS																																																				
INTEGRATED PEST MANAGEMENT INSECTS																																																				
INSECT AND DISEASE CONTROL PLANT MATERIAL																																																				
INTEGRATED PEST MGMT. PLANT MATERIAL																																																				
PRE EMERGENT/LARGE BEDS																																																				
ORNAMENTAL INSPECTION MONTHLY																																																				
SPECIALTY PALM/ FERT. & INSECT CONTROL																																																				
<b>MISCELLANEOUS ITEMS</b>																																																				
TRIM ORNAMENTAL SHRUBS																																																				
RAISE OAKS																																																				
TRIM CRAPE MYRTLES																																																				
PRUNE																																																				
SELECTIVE ROSE PRUNING																																																				



# PERSONNEL

## MEET THE TEAM



Our highly skilled and trained landscape technicians will be onsite to care for your property each day, supported by our staff of certified horticulturalists, arborists, pest control operators, and irrigation specialists.

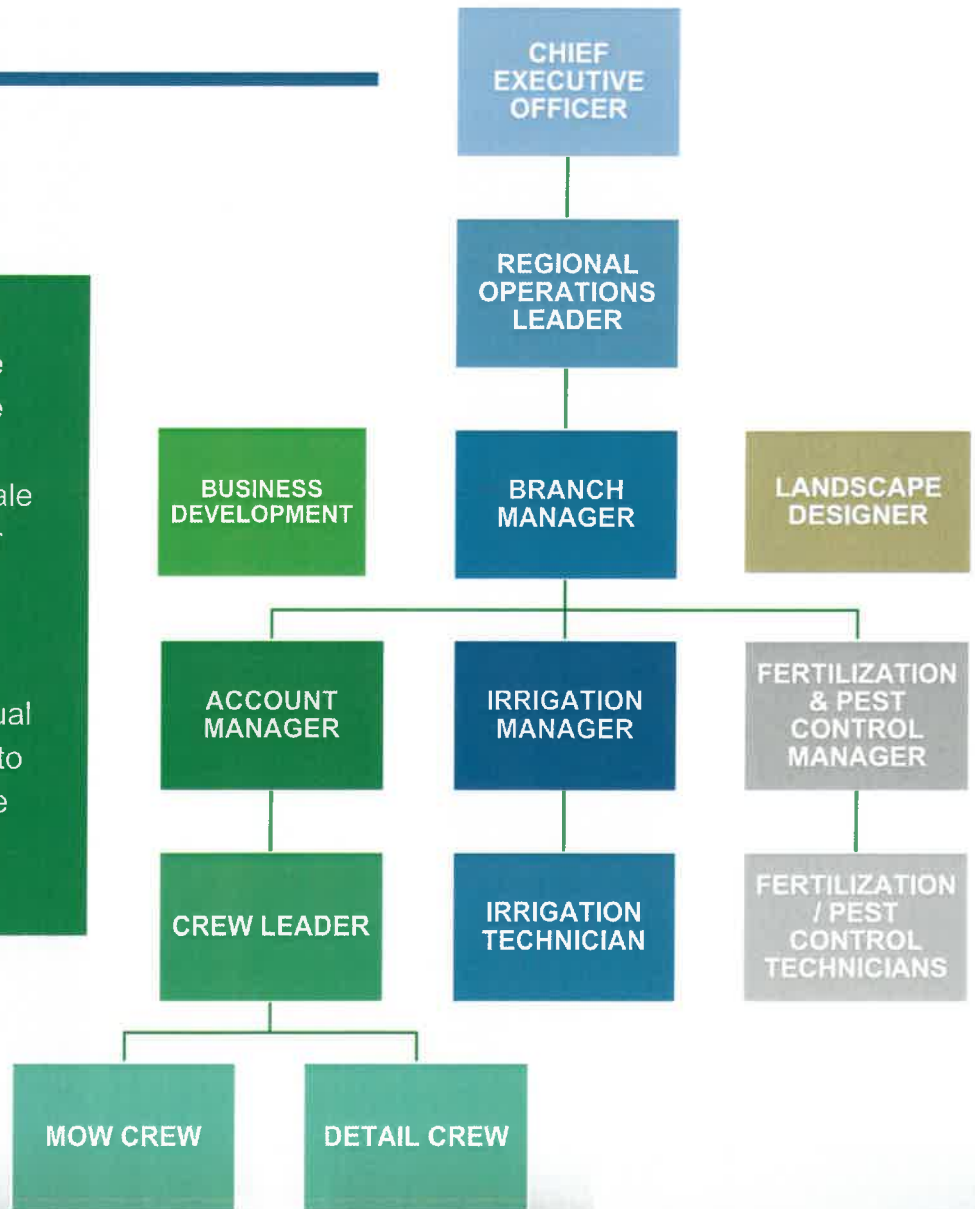
OUR TEAM IS COMMITTED TO CREATING  
THE HEALTHIEST AND MOST VIBRANT  
LANDSCAPE FOR YOU



# ORGANIZATIONAL CHART

One of the keys to Down To Earth's success is the ability to provide the care and attention of a local company but with the scale and resources of a larger enterprise.

This alignment from the CEO down to the individual crew members is critical to delivering our vision to be the "Service Provider of Choice".





# YOUR DEDICATED LANDSCAPE TEAM

Down To Earth approaches each project with the same strategy and principles that have made us successful for 30 years: surround yourself with great personnel and offer services that exceed client expectations.



## REGIONAL OPERATIONS LEADER

- Paul Richau
- Leads the region and provides support and resources.

## BRANCH MANAGER

- John Neuber
- Leads multiple field teams and is responsible for the operations for your property.

## ACCOUNT / PROJECT MANAGER

- Brain Brown
- Manages the on-site maintenance crews as the primary onsite point of contact.

## BUSINESS DEVELOPMENT

- RJ Woodall
- Provides key information on services to ensure a smooth onboarding process.

## SR. LANDSCAPE DESIGNER

- Amanda Wilson
- Creates beautiful custom landscapes as an industry trained professional.



# PROPOSAL PRICING

PREPARED FOR PARKWAY CENTER CDD



BASED ON OUR DISCUSSIONS AND ASSESSMENT OF YOUR PROPERTY,  
PLEASE SEE THE PROPOSED SERVICES AND PRICING WE CAN PROVIDE  
TO BEST SERVE YOUR PROPERTY.



# LANDSCAPE & IRRIGATION PROPOSAL

**PARKWAY CENTER CDD**

**C/O: Inframark**

**7461 S Falkenburg Rd Riverview, FL 33578**

## **Pricing Summary**

Base Maintenance	\$190,897	Annually
Irrigation Maintenance	\$15,972	Annually
Fertilization / Pest Control Services	\$26,555	Annually
Season Annuals	\$6,556	Annually
Mulch	\$29,000	Annually
Palm Pruning (above 15 ft)	\$6,345	Annually
Dog Stations	\$4,992	Annually

**Total \$280,317**

*Monthly \$23,359.75*

**Pricing valid for 60 days.**



## 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 -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.

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



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 eradicates.

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.**



## 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'	18" o.c. staggered rows (no direct sun)
Crossandra	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 work 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 ensure 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 their 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.



#### P. Dog Stations

Dog stations are to be serviced weekly with the contractor providing the bags.





# THANK YOU!

WE APPRECIATE THE OPPORTUNITY TO PARTNER WITH YOU  
AND PARKWAY CENTER CDD

Down To Earth Landscape & Irrigation  
6501 Orient Road  
Tampa, FL 33610  
(407)-962-6351  
[dtelandscape.com](http://dtelandscape.com)



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

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

PARKWAY CENTER COMMUNITY DEVELOPMENT DISTRICT  
7461 S. FALKENBURG RD.  
RIVERVIEW, FL 33578  
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 34243  
(941) 556-9404





## **PARKWAY CENTER CDD NARRATIVE**

**PERSONNEL-** The individual who will be directly managing this account will be David Manfrin. David has been in the Greens Industry for 15+ years and with LMP for 12+ years. During his tenure he has obtained extensive experience managing large CDD's and numerous HOA's. David's attention to detail and communication separate him from other Account Managers in the industry. David is very personable and is not afraid to get his hands dirty when needed. David understands that relationships are the most important facet of our business, and he strives to instill this on every property he is involved with and is the foundation on which he manages.

The LMP local office that will be servicing Parkway Center CDD is approximately 20 minutes away, on US HWY 92 in Dover near I-4, I-275, and I-75, affording us the ability to mobilize very quickly to go in any direction. For Parkway Center CDD we intend to use a maintenance crew of 4 to service the property over 4 days. We have always felt that a smaller crew over the course of multiple days does a much better job than a large crew over the course of one day. Multiple days of service provides us the extra ability to pay close attention to items that we observed on our first day of service and address those items that same week as opposed to waiting until the following weeks to service. In addition, we will have our Irrigation Team that will be onsite 2-3 days per month, along with our Fertilizer/Pest Supervisor (Dave Mason) who will be onsite 2-3 days per month. As for trained technical staff, we will be utilizing 5-6 additional skilled technicians to address: irrigation system inspections and minor repairs, annual flower installation, installation of mulch, arbor care, along with the fertilization and pest control of the community throughout the year.

**SERVICE AND SITE SUPERVISION-** LMP will be providing hard copies of our work activity reports to the property manager, applicable maintenance forms, pest control forms, irrigation inspection forms. The Dover Branch Manager, Garth Rinard, will be onsite monthly performing quality control checks and ensuring that the finer detail work is being performed. Your Account Manager, David Manfrin will be onsite on service days to oversee the crews and will also perform a monthly Maintenance Quality Inspections (MQI). MQI is a program where LMP performs an in-house scored inspection that includes pictures along with detailed notes on issues observed. This inspection is provided to the property manager, LMP Corporate Management and passed down to the maintenance crews as an "items to correct" punch list.

**The Vice President/ General Manager (Scott Carlson) and the President (Orlando Castillo Jr.) will be making 4-6 visits per year to review property condition and crew performance.**

**EXPERIENCE-** LMP has been in business since 1999. We are a family- owned company based in Tampa with offices in, Lutz, and Dover along with a branch in Sarasota. We employ over 220 employees and have roughly 110 trucks on the road each and every day. In our bid package you will see a partial list of our various customers. I would encourage you to pick out any of those customers that you would like to contact, and we will supply you with the contact information. This is how committed we are to our quality as we firmly believe you can contact any one of our customers and they will tell you just how pleased they are to have LMP as their landscape maintenance partner. LMP currently works with over 25+ Community Development Districts throughout the Greater Tampa Bay and Sarasota areas.



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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, and 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.





## 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 repairing of multiple types of irrigation systems.



### Landscape Maintenance

Our teams are trained in comprehensive landscape maintenance protocols, from policing a property to removing 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.





## 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.



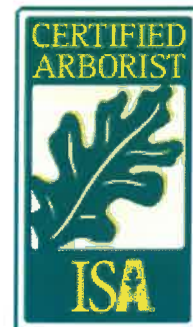
Our **enhancement services** offer a wide range of design options for your property. We provide award winning seasonal color programs and can refresh, refurbish, or replace areas as needed to keep the high-visibility areas of your properties looking their best.

**”** *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.





## 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 exceeding their expectations through the beautiful landscapes we provide.



### Efficient & Courteous 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.



## Best Practices for Safety

### **We are landscapers.**

We understand the risks of the equipment we use and don't want anybody injuring themselves. We want people to be safe and to go home to their families at the end of every day as healthy as they started the day. Injuries also have a significant cost effect on the company. Limiting injuries by all means necessary helps us keep our costs low, where we can pass those savings on to our customers. We work hard to maintain our competitive pricing and competitive wages in the commercial landscaping industry.

### **Training.**

Training is the obvious key. As leaders in the business, it is our job to ensure that our staff is well trained in all aspects of their job so that they can perform the tasks of their position in the safest manner possible. Safety training is never over. We have weekly tailgate meetings for every crew to prep them on anything from weather to new equipment to potential hazards of the job. Preparation for safety training is just as crucial as the repetition of best practices in the field. We work hard to plan for a consistent, informative schedule of training modules to keep safety top of mind for all of us.

### **Personal Protective Equipment.**

Every commercial landscape or tree trimming crew employee has specific PPE required to perform their tasks safely and successfully. From boots to earplugs and goggles to safety vests or gloves, our crew leaders ensure that their team is properly outfitted for the work at hand every day.

### **Safety on the Road.**

In addition to constant training on safe driving practices, we use a GPS installed on all field trucks. This system allows us to measure safety by providing minute information on speed traveled, route taken, and an overall safety score that the program assesses daily for each driver. Our crews know this system is in place, holding everyone accountable for keeping safe driving at the forefront.



## 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.



**TAMPA BRANCH- EMERGENCY PLAN - 2023****LMP Business Resiliency Plan**

The LMP Business Resiliency Plan provides our clients and internal departments with a contingency and backup resource structure to ensure continuity of critical business operations. Proactive reaction to emergency events including but not limited to hurricane, terrorist, storm & flood, will be in place to keep your operation intact.

**Plan**

In reaction to any event deemed as critical in nature, LMP will adjust resources and/or work at client properties in a timely and efficient manner to reduce or eliminate impacts to your business operations. This includes but is not limited to the following events:

Hurricane  
Named Storm  
Flood  
Fire  
Tree Falls & Safety Hazards

**Production**

Reduce standard Production Schedule to minimal needs during event and focus on proactive recovery of specific event.

Do not add new enhancement or new installation work.  
Delay existing enhancement or new installation work.  
Delay regularly scheduled maintenance.

**Recovery Outline – Resources will be aligned and dispatched upon the all clear from the local authorities.**

- 1) Clear Roadways and doorways by cutting and stacking downed tree limbs etc. near roadside
- 2) Clear landscape areas of debris, downed storm fall and stack near roadside
- 3) Remove initial stacked roadside material
- 4) Focus turns to cleanup from buildings out to property boundaries until recovered.

**Local Emergency Call List**

- |  |              |
|--|--------------|
| 1) Garth Rinard, Branch Manager                  | 813-478-9678 |
| 2) Bill Driskell, Operations Manager             | 813-927-1748 |
| 3) Bobby Law, Account Manager                    | 813-426-5132 |
| 4) Paula Means, Account Manager                  | 813-727-8077 |
| 5) Scott Carlson, Vice-President/General Manager | 813-784-7990 |

**TIME AND MATERIALS PRICING HOURLY RATES – Pricing will be as follows:**

- a. General Laborer - \$60.00 – 630am to 630pm
- b. General Laborer After Hours/Holiday Rate - \$85.00 (3 hour minimum) – 631pm to 629am
- c. Supervisor & Truck - \$60.00
- d. Supervisor & Truck – After Hours/Holiday Rate - \$85.00 (3 hour minimum)
- e. Irrigation Technician - \$65.00
- f. Irrigation Helper - \$55.00
- g. Irrigation After Hours/Holiday Rate - \$120.00 (3 hour minimum)
- h. Bucket Truck w/ Operator – \$200.00
- i. Grapple Truck w/ Operator – \$200.00



## Resiliency Plan



The LMP Business Resiliency Plan provides our clients and internal departments with a contingency and backup resource structure to ensure continuity of critical business operations. Proactive reaction to emergency events including but not limited to hurricane, terrorist, storm & flood, will be in place to keep your operation intact.

In reaction to any event deemed as critical in nature, LMP will adjust resources and/or work at client properties in a timely and efficient manner to reduce or eliminate impacts to your business operations. This includes but is not limited to the following events:

**Hurricane • Named Storm • Other Storm Flood • Fire • Tree Falls • Safety Hazards**

### **Production**

- 1) Reduce standard Production Schedule to minimal needs during event.
- 2) Focus on proactive recovery of specific event.
- 3) Do not add new enhancement or new installation work.
- 4) Delay existing enhancement or new installation work. Delay regularly scheduled maintenance.

### **Recovery Outline**

**Resources will be aligned and dispatched upon the all clear from the local authorities.**

- 1) Clear Roadways and doorways by cutting and stacking downed tree and branches near roadside
- 2) Clear landscape areas of debris, downed storm fall and stack near roadside
- 3) Remove initial stacked roadside material
- 4) Focus turns to cleanup from buildings out to property boundaries until recovered.



*Local Emergency Call List will be provided.*



## MQI Report | Monthly Quality Inspection Report



P.O. 267 Seffner, Florida 33583  
 (813)757-6500 (813)757-6501  
 www.LMPPRO.com

### Monthly Quality Inspection Report

Submitted by	
Date	
Reference #	
Location	

General Information	
Property	
Location	
Supervisor	
Supervisor Email	
Branch Manager	
Branch Manager Email	
Date of Inspection	

Details		Photos
Grade		<div>15 categories are graded during our MQI with photos and notes.</div>
Notes		
Palm Pruning		Photos
Grade		
Notes		
Overall Cleanliness		Photos
Grade		<div>Photos of site conditions document existing conditions and demonstrate improvements moving forward.</div>
Notes		
Plant Insect & Disease Control		Photos
Grade		
Notes		
Plant Fertility		Photos
Grade		
Notes		



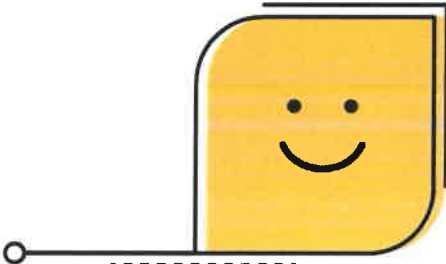

## MQI Report | Monthly Quality Inspection Report | *continued*

Turf Fertility		Photos
Grade		
Notes		

Carryovers		Photos
Grade		
Notes		

Deductions		Photos
Seasonal Color (if applicable)	Grade	
Seasonal Color Notes		
Vigor   Appearance	Grade	
Vigor   Appearance Notes		
Insect Disease Control	Grade	
Insect Disease Control Notes		
Deadheading   Pruning	Grade	
Deadheading   Pruning Notes		

Notes to Client

Best View of the Month	Summary
	Overall Monthly Maintenance Score
	Overall Monthly Seasonal Score
	
<p><b>Built on Integrity. Grown on Relationships.</b></p>	

Monthly Quality Inspection Report | continued



## Fertilization & Pesticide Spray Sheet



P.O. 267 Seffner, Florida 33583  
 (813)757-6500 (813)757-6501  
 www.LMPPRO.com

### Fertilization & Pesticide Spray Sheet

Submitted by		
Date		Date Submitted
Client		

	TU	OR	TR	PLM	AN	1	2	3	4	5
Fertilization										
Insect										
Disease										
Other										

#### Description of Problem

Our landscape services involve quickly identifying the exact insects plaguing your yard. Our Technicians are trained and knowledgeable on how to treat and minimize the impact of insects, fungi and diseases.



Photo of Issue



Photo of Issue



Photo of Issue

Scouted By		Scout Date	
------------	--	------------	--

#### Notes

--

Technician			Schedule Date	
Completed?	Yes	No	Date Completed	
Follow up	Yes	No	Follow-Up Date	
			Date Completed	



## Truck, Trailer & Equipment Checklist

**LMP** Landscape Maintenance Professionals, Inc.<sup>SM</sup>  
P.O. 267 Seffner, Florida 33583  
(813)757-6500 (813)757-6501  
www.LMPPRO.com

### Truck, Trailer & Equipment Checklist

Date	Vehicle #	Trailer#
Driver		

Crew 1	Crew 3	Crew 5
Crew 2	Crew 4	Crew 6

Arrive	Depart
--------	--------

Round-Up	oz.	Tribune	oz.	Spreader Sticker	oz.	Gallons
----------	-----	---------	-----	------------------	-----	---------

Arrive	Depart
--------	--------

Round-Up	oz.	Tribune	oz.	Spreader Sticker	oz.	Gallons
----------	-----	---------	-----	------------------	-----	---------

Arrive	Depart
--------	--------

Round-Up	oz.	Tribune	oz.	Spreader Sticker	oz.	Gallons
----------	-----	---------	-----	------------------	-----	---------

Safety is a top priority!  
We're committed to developing  
systems that drive safe work  
practices.

Tools Inventoried?

Equipment Inventoried?

Fire Extinguisher	<input type="checkbox"/>
SDS Book	<input type="checkbox"/>
Emergency Packet	<input type="checkbox"/>
Registration - Truck   Trailers	<input type="checkbox"/>
Jack + Lug Wrench	<input type="checkbox"/>
Driver's License	<input type="checkbox"/>
Tool Box	<input type="checkbox"/>
Irrigation Flags	<input type="checkbox"/>
Traffic Cones   Signs	<input type="checkbox"/>

	Pre	Post		Pre	Post
Engine Oil	<input type="checkbox"/>	<input type="checkbox"/>	Running Lights	<input type="checkbox"/>	<input type="checkbox"/>
Brake Fluid	<input type="checkbox"/>	<input type="checkbox"/>	Turn Signals	<input type="checkbox"/>	<input type="checkbox"/>
Coolant	<input type="checkbox"/>	<input type="checkbox"/>	Brakes	<input type="checkbox"/>	<input type="checkbox"/>
Washer Fluid	<input type="checkbox"/>	<input type="checkbox"/>	Horn	<input type="checkbox"/>	<input type="checkbox"/>
Wipers	<input type="checkbox"/>	<input type="checkbox"/>	Tire Tread   Wear	<input type="checkbox"/>	<input type="checkbox"/>
Headlights	<input type="checkbox"/>	<input type="checkbox"/>	Tire Pressure	<input type="checkbox"/>	<input type="checkbox"/>
Tailgates	<input type="checkbox"/>	<input type="checkbox"/>	Clean	<input type="checkbox"/>	<input type="checkbox"/>

	Pre	Post		Pre	Post
Running Lights	<input type="checkbox"/>	<input type="checkbox"/>	Safety Chain	<input type="checkbox"/>	<input type="checkbox"/>
Brake Lights	<input type="checkbox"/>	<input type="checkbox"/>	Tire Tread	<input type="checkbox"/>	<input type="checkbox"/>
Turn Signals	<input type="checkbox"/>	<input type="checkbox"/>	Tire Pressure	<input type="checkbox"/>	<input type="checkbox"/>
Hazards	<input type="checkbox"/>	<input type="checkbox"/>	Hitch Pin & Ball Lock	<input type="checkbox"/>	<input type="checkbox"/>
Wire Harness	<input type="checkbox"/>	<input type="checkbox"/>	Plug Connection	<input type="checkbox"/>	<input type="checkbox"/>

	Equipment Assignments - Unit #s						Transfers		Equipment Maintenance Status					
	#	OPR#	#	OPR#	#	OPR#	Crew	PM	clean	blades	oil	filter	grease	repair
Mower - Rider									yes <input type="checkbox"/>	sharp <input type="checkbox"/> changed <input type="checkbox"/>	<input type="checkbox"/> checked <input type="checkbox"/>	<input type="checkbox"/> cleaned <input type="checkbox"/>	yes <input type="checkbox"/>	emailed <input type="checkbox"/>
Mower - Walk Behind									yes <input type="checkbox"/>	sharp <input type="checkbox"/> changed <input type="checkbox"/>	<input type="checkbox"/> checked <input type="checkbox"/>	<input type="checkbox"/> cleaned <input type="checkbox"/>	yes <input type="checkbox"/>	emailed <input type="checkbox"/>
Mower - Push									yes <input type="checkbox"/>	sharp <input type="checkbox"/> changed <input type="checkbox"/>	<input type="checkbox"/> checked <input type="checkbox"/>	<input type="checkbox"/> cleaned <input type="checkbox"/>	yes <input type="checkbox"/>	emailed <input type="checkbox"/>
Edger									yes <input type="checkbox"/>	sharp <input type="checkbox"/> changed <input type="checkbox"/>	<input type="checkbox"/> checked <input type="checkbox"/>	<input type="checkbox"/> cleaned <input type="checkbox"/>	yes <input type="checkbox"/>	emailed <input type="checkbox"/>
Line Trimmer									yes <input type="checkbox"/>	sharp <input type="checkbox"/> changed <input type="checkbox"/>	<input type="checkbox"/> checked <input type="checkbox"/>	<input type="checkbox"/> cleaned <input type="checkbox"/>	yes <input type="checkbox"/>	emailed <input type="checkbox"/>
Blower									yes <input type="checkbox"/>	sharp <input type="checkbox"/> changed <input type="checkbox"/>	<input type="checkbox"/> checked <input type="checkbox"/>	<input type="checkbox"/> cleaned <input type="checkbox"/>	yes <input type="checkbox"/>	emailed <input type="checkbox"/>
Hedge Trim - Extended									yes <input type="checkbox"/>	sharp <input type="checkbox"/> changed <input type="checkbox"/>	<input type="checkbox"/> checked <input type="checkbox"/>	<input type="checkbox"/> cleaned <input type="checkbox"/>	yes <input type="checkbox"/>	emailed <input type="checkbox"/>
Power Pruner									yes <input type="checkbox"/>	sharp <input type="checkbox"/> changed <input type="checkbox"/>	<input type="checkbox"/> checked <input type="checkbox"/>	<input type="checkbox"/> cleaned <input type="checkbox"/>	yes <input type="checkbox"/>	emailed <input type="checkbox"/>
Chain Saw									yes <input type="checkbox"/>	sharp <input type="checkbox"/> changed <input type="checkbox"/>	<input type="checkbox"/> checked <input type="checkbox"/>	<input type="checkbox"/> cleaned <input type="checkbox"/>	yes <input type="checkbox"/>	emailed <input type="checkbox"/>



### **Gearing Up & Digging In | Discovery**

Alignment between teams comes from shared knowledge.  
Discuss existing safety concerns.

### **Gearing Up & Digging In | Planning**

Conduct Turf and Plant Health Evaluations  
Conduct Initial Soil Tests before first fertilization

### **Initial Transition | Kick-Off Meeting**

(to be scheduled on-site prior to start date.  
Introductions between the client and the team  
Review the client's business goals.

### **Collaboration | Sync Calendars**

Schedule Weekly Communication  
Schedule Monthly Ride Through Reviews  
Add Board Meetings and Special Events to the Calendar

### **Collaboration | Sync Communication**

Provide Emergency Action Plan  
Detailed contact information  
Branch Manager | Account Manager | Accounts Payable

### **Planting Roots | On-Site Management**

Your Account Manager will be on-site weekly during the first 30 days to check in with the property manager, any board members, etc. – ensuring the satisfaction of performance from the crew.

### **Landscape Management**

Identify any areas of concern and concentrate efforts for immediate improvement.

(Entrance features, weeding beds, sidewalk edging)

Spot-treat weeds in turf areas where needed.

Formulate options for turf areas needing restoration.

Implement a weed control program in planting beds.

Fertilize weak shrubs throughout the property.

### **Irrigation Management**

Perform a full audit, including infrastructure, of the irrigation system.

### **LMP30 Satisfaction Review**

Review MQI Report | 15 categories with photo documentation (done on an ongoing basis).

Visit site with a specific agenda to grade the quality of our own work and look for opportunities and issues.

Prepare a punch list for production team and proactive communication for client.

Provide F&P Agronomics Plan and Schedule.



### Orlando Castillo | President & CEO

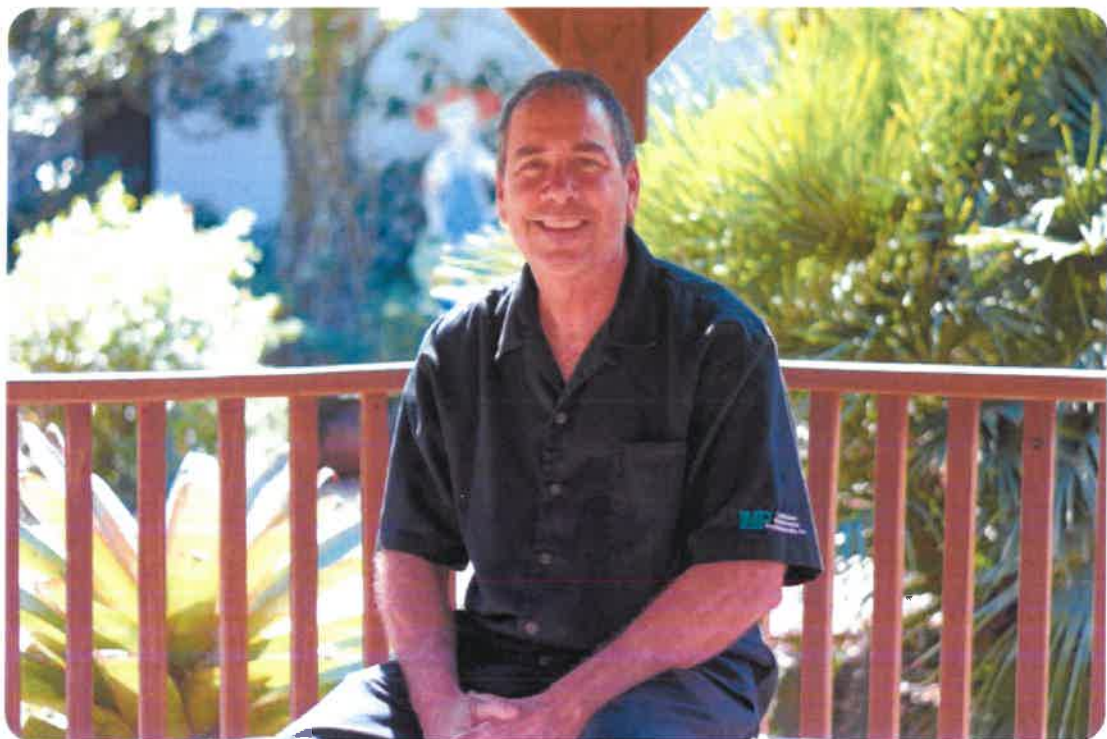
#### What does it mean to you to be a landscape professional?

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.





## LMP Leadership

**Garth Rinard**  
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 to 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.



**Christopher Berry**  
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 various 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.



# W-9 Tax ID Number

<b>Form W-9</b> (Rev. October 2018) Department of the Treasury Internal Revenue Service	<b>Request for Taxpayer Identification Number and Certification</b> ▶ Go to <a href="http://www.irs.gov/FormW9">www.irs.gov/FormW9</a> for instructions and the latest information.	<b>Give Form to the requester. Do not send to the IRS.</b>
<b>1 Name (as shown on your income tax return). Name is required on this line; do not leave this line blank.</b> Landscape Maintenance Professionals, Inc.		
<b>2 Business name/disregarded entity name, if different from above</b>		
<b>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.</b>  <input type="checkbox"/> Individual/sole proprietor or single-member LLC <input type="checkbox"/> Limited liability company. Enter the tax classification (C=C corporation, S=S corporation, P=Partnership) ▶ _____ <b>Note:</b> 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. <input type="checkbox"/> Other (see instructions) ▶ _____	<b>4 Exemptions</b> (codes apply only to certain entities, not individuals; see instructions on page 3):  Exempt payee code (if any) _____  Exemption from FATCA reporting code (if any) _____ <small>(Applies to accounts maintained outside the U.S.)</small>	
	<b>5 Address (number, street, and apt. or suite no.)</b> See instructions. PO BOX 267	
	<b>6 City, state, and ZIP code</b> Seffner, FL 33583	
	<b>7 List account number(s) here (optional)</b>	
<b>Requester's name and address (optional)</b>		

<b>Part I Taxpayer Identification Number (TIN)</b> 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.  <b>Note:</b> 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.	<b>Social security number</b> <div style="border: 1px solid black; padding: 2px;"> <div style="border: 1px solid black; width: 20px; height: 20px; display: inline-block;"></div> - <div style="border: 1px solid black; width: 20px; height: 20px; display: inline-block;"></div> - <div style="border: 1px solid black; width: 20px; height: 20px; display: inline-block;"></div> </div> or <b>Employer identification number</b> <div style="border: 1px solid black; padding: 2px;"> <div style="border: 1px solid black; width: 20px; height: 20px; display: inline-block; text-align: center;">5</div> <div style="border: 1px solid black; width: 20px; height: 20px; display: inline-block; text-align: center;">9</div> <div style="border: 1px solid black; width: 20px; height: 20px; display: inline-block; text-align: center;">-</div> <div style="border: 1px solid black; width: 20px; height: 20px; display: inline-block; text-align: center;">3</div> <div style="border: 1px solid black; width: 20px; height: 20px; display: inline-block; text-align: center;">6</div> <div style="border: 1px solid black; width: 20px; height: 20px; display: inline-block; text-align: center;">1</div> <div style="border: 1px solid black; width: 20px; height: 20px; display: inline-block; text-align: center;">3</div> <div style="border: 1px solid black; width: 20px; height: 20px; display: inline-block; text-align: center;">6</div> <div style="border: 1px solid black; width: 20px; height: 20px; display: inline-block; text-align: center;">6</div> <div style="border: 1px solid black; width: 20px; height: 20px; display: inline-block; text-align: center;">5</div> </div>
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<b>Part II Certification</b> Under penalties of perjury, I certify that: 1. 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 2. 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 3. I am a U.S. citizen or other U.S. person (defined below); and 4. The FATCA code(s) entered on this form (if any) indicating that I am exempt from FATCA reporting is correct.  <b>Certification instructions.</b> 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.	<b>Sign Here</b> Signature of U.S. person ▶  Date ▶ 1-3-23
---	---

## General Instructions

Section references are to the Internal Revenue Code unless otherwise noted.

**Future developments.** For the latest information about developments related to Form W-9 and its instructions, such as legislation enacted after they were published, go to [www.irs.gov/FormW9](http://www.irs.gov/FormW9).

## Purpose of Form

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:

- Form 1099-INT (interest earned or paid)

- Form 1099-DIV (dividends, including those from stocks or mutual funds)
- Form 1099-MISC (various types of income, prizes, awards, or gross proceeds)
- Form 1099-B (stock or mutual fund sales and certain other transactions by brokers)
- Form 1099-S (proceeds from real estate transactions)
- Form 1099-K (merchant card and third party network transactions)
- Form 1098 (home mortgage interest), 1098-E (student loan interest), 1098-T (tuition)
- Form 1099-C (canceled debt)
- Form 1099-A (acquisition or abandonment of secured property)

Use Form W-9 only if you are a U.S. person (including a resident alien), to provide your correct TIN.

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.

Cat. No. 10231X

Form W-9 (Rev. 10-2018)



## Florida Agriculture Dealer License



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: October 19, 2022  
Expiration Date: November 4, 2023

POST CERTIFICATE  
CONSPICUOUSLY

### License as Dealer in Agriculture Products

Section 604.15-604.90, Florida Statutes

LANDSCAPE MAINTENANCE PROFESSIONALS, INC.  
13050 E US HIGHWAY 92  
DOVER, FL 33527-4196

*Nicole Fried*

NICOLE "NIKKI" FRIED  
COMMISSIONER OF AGRICULTURE

## Certificate of Nursery Registration



Florida Department of Agriculture and Consumer Services

3106111

### CERTIFICATE OF NURSERY REGISTRATION

Section 581.131, F.S. and Rule 58-2.002, F.A.C.  
1911 S.W. 34th St., P.O. Box 147100, Gainesville, FL 32614-7100 (352) 395-4700

NICOLE "NIKKI" FRIED  
COMMISSIONER

#### ISSUED TO:

LMP INC. TREE AND SHRUB  
CASTILLO, ORLANDO  
PO BOX 267  
SEFFNER, FL 33583-0267

THIS CERTIFICATE EXPIRES: 01/21/2023

FEE PAID: \$100.00

REGISTRATION NO.: 48009485

DATE ISSUED: 01/21/2022

THIS IS TO CERTIFY that the nursery stock on the premises of the nursery shown hereon has been inspected for plant pests and meets at least the minimum requirements of Section 581.131, Florida Statutes.

THIS CERTIFICATE OF REGISTRATION MUST BE DISPLAYED or in the immediate possession of any person engaged in the sale or distribution of nursery stock.

*Nicole Fried*

FDACS-06002 Revised 05/05

NICOLE "NIKKI" FRIED  
Commissioner of Agriculture



## City of Tampa Minority Business Enterprise



### 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 speciality(ies):

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

The certification is valid from April 14, 2022 to April 23, 2024

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.

A handwritten signature in black ink, appearing to read "Gregory K. Hart".

Gregory K. Hart, Manager  
Minority and Small Business Manager

## 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.





## Certified GI-BMP Instructor

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



## GI-BMP Certifications

Manuel Barron	GV401468-1	Leon Jennings	GV4512-1	Carlos Picazo	GV29838-1
Ismael Bello	GV401469-1	Miguel Jesus	GV401765-1	Ledarin Ragins	GV405390-1
Joseph Bond	GV29832-1	Felix Laporte	GV402063-1	Jose Reyes	GV397993-1
Tyree Brown	GV18611-1	Robert Law	GV12409-1	Scott Richardson	GV402210-1
Nelson Calderon	GV18173-2	William Leavens	GV20498-1	Jose Rios	GV910340-1
Scott Carlson	GV11210-1	Auner Lopez	GV397988-1	Victor Rubio-Balli	GV401768-1
RigoBerto Cruz	GV911954-1	Andres Lopez	GV14789-1	Walter Ruiz	GV440539-1
Mike Davidson	GV405387-1	David Manfrin	G29844-1	Jose Ruiz	GV397996-1
Luis Diaz	GV911027-1	Samuel Martel	GV406648-1	Nicholas Sanborn	GV405393-1
Marvin Diego	GV401762-1	David Mason	GV14131-2	John Sindelar	GV405393-1
William Driskell, Sr.	GV19062-1	William Maxwell	GV916046-1	Steve Small	GV29846-1
Maria Felix	GV911322-1	Paula Means	GV34217-1	Kevin Toole	GV406651-1
Stephen Fletcher	GV19329-1	Angel Miron	GV397990-1	Jose Torres	GV912633-1
David Fontanez	GV401471-1	Gabriel Miron	GV397716-1	Bonifacio Villegas	GV23038-1
William Gipp	GV000037-1	Angel Monterroso	GV401763-1	Corey Wilbur	GV915110-1
David Gomez	GV4613-1	Jose Montiel	GV911957-1	Alvin Windham	GV911478-1



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



### Pesticide Applicator License

Ramon	Barbosa	JE327033	Paula	Means	JE287366
Joseph	Bond	JE207834	Andres	Melo	JE266670
Ricardo	Burgos-Sepulveda	JE252127	Angel	Miron	JE284078
Nelson	Calderon	JE186565	Gabriel	Miron Torres	JE201115
Candido	Gaspar Juan	JE272937	Edgardo	Navarro	JE201115
Michael	Davidson	JE116766	Hector	Ortiz	JE280379
Luis Ernesto	Diaz	JE266583	Esteban	Portillo-Castro	JE307203
Alex	Figueroa	JE243326	Ledarin	Ragins	JE205518
Stephen	Fletcher	JE199332	Sotero	Ramos	JE277849
Carlos	Picazo Gomez	JE201112	Scott	Richardson	JE254469
Nayeli	Gomez Diaz	JE325314	Garth	Rinard	JE29820
Alejandro	Juarez	JE252128	Jose	Rios	JE283843
Rigaud	Lafortune	JE262585	Rueben	Rivero Hernandez	JE280376
Felix Carlos	Laporte	JE237375	Sergio	Rojas	JE257142
Robert	Law	JE136722	Jose	Ruiz	JE230001
William	Leavens	JE138769	Nicholas	Sanborn	JE170039
Auner	Lopez	JE243116	Roman	Santa Maria	JE312806
Andres	Lopez Juan	JE257877	Luis	Santana	JE280377
Erwing	Martinez	JE49895	Steven	Small	JE170038
David	Mason	JE174601	Lorenzo	Vargas	JE206681
William	Maxwell	JE309033	Bonifacio	Villegas	JE204496





**Jonathan Lopez**

has successfully completed the  
**S.T.A.R. Distributor**  
ONLINE TRAINING PROGRAM

*Jonathan Lopez*  
S.T.A.R. Distributor  
April 10, 2019

*Jonathan Lopez*  
S.T.A.R. Distributor  
April 10, 2019

**Hunter**



**Jonathan Lopez**

has successfully completed the  
**ACC and Two-Wire Systems Controller Specialist**  
ONLINE TRAINING PROGRAM

*Jonathan Lopez*  
ACC and Two-Wire Systems Controller Specialist  
April 10, 2019

*Jonathan Lopez*  
ACC and Two-Wire Systems Controller Specialist  
April 10, 2019

**Hunter**



**Jonathan Lopez**

has successfully completed the  
**Hydrowire™ Simplifying Your First Controller Installation**  
1 HOUR WEBINAR

*Jonathan Lopez*  
Hydrowire™ Simplifying Your First Controller Installation  
April 10, 2019

**Hunter**



**Jonathan Lopez**

has successfully completed the  
**The Power of Centrus™ Irrigation Management and EZ Decoder Systems**  
- HOLTZMANN  
APRIL 10, 2019

*Jonathan Lopez*  
The Power of Centrus™ Irrigation Management and EZ Decoder Systems  
April 10, 2019

**Hunter**



**Jonathan Lopez**

has successfully completed the  
**Irrigation Installation Fundamentals**  
ONLINE TRAINING PROGRAM

*Jonathan Lopez*  
Irrigation Installation Fundamentals  
April 10, 2019

*Jonathan Lopez*  
Irrigation Installation Fundamentals  
April 10, 2019

**Hunter**



**Jonathan Lopez**

has successfully completed the  
**I-Core Controller and Dual Decoder System**  
ONLINE TRAINING PROGRAM

*Jonathan Lopez*  
I-Core Controller and Dual Decoder System  
April 10, 2019

*Jonathan Lopez*  
I-Core Controller and Dual Decoder System  
April 10, 2019

**Hunter**



**Jonathan Lopez**

has successfully completed the  
**Hunter Core Product Specialist**  
ONLINE TRAINING PROGRAM

*Jonathan Lopez*  
Hunter Core Product Specialist  
April 10, 2019

*Jonathan Lopez*  
Hunter Core Product Specialist  
April 10, 2019

**Hunter**



**Jonathan Lopez**

has successfully completed the  
**Hunter Advanced Product Specialist**  
ONLINE TRAINING PROGRAM

*Jonathan Lopez*  
Hunter Advanced Product Specialist  
April 10, 2019

*Jonathan Lopez*  
Hunter Advanced Product Specialist  
April 10, 2019

**Hunter**



**Jonathan Lopez**

has successfully completed the  
**Hunter Product Technician**  
ONLINE TRAINING PROGRAM

*Jonathan Lopez*  
Hunter Product Technician  
April 10, 2019

*Jonathan Lopez*  
Hunter Product Technician  
April 10, 2019

**Hunter**

LMP Bid v.03.21.23.01

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

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## Arbor Certifications



## We Abide By The Arborist Code of Ethics!

- 1) Strive for continuous self-development by increasing their qualifications and technical proficiency by staying abreast of technological and scientific developments affecting the profession.
- 2) Not misuse or omit material facts in promoting technical information, products or services if the effect would be to mislead or misrepresent.
- 3) Hold paramount the safety and health of all people, and endeavor to protect property and the environment in the performances of professional responsibilities.
- 4) Accurately and fairly represent their capabilities, qualifications and experience and those of their employees and/or agents.
- 5) Subscribe to fair and honest business practices in dealing with clients, suppliers, employees and other professionals.
- 6) Support the improvement of professional services and products through encouraging research and development.
- 7) Observe the standards and promote adherence to the ethics embodied in this code.

International Society of Arboriculture, Florida Chapter



## Continuing Education CERTIFICATE OF COMPLETION *continued*

Garth	Rinard	"Understanding Fire Ants"	JF159948
Garth	Rinard	Harrell's Customer Appreciation	JF159948
Garth	Rinard	Tackling Take-All Root Rot in Warm Season Golf Turf	JF159948
Garth	Rinard	Using PGR's in Warm Season Turf - Golf	JF159948
Garth	Rinard	Is Your Water Impacting Product Performance	JF159948
Garth	Rinard	Water, Pesticides and Profits in Urban Agriculture	JF159948
Garth	Rinard	Maximizing Fertilizer Efficiency	JF159948
Garth	Rinard	Transporting, Storing & Disposing of Pesticides	JF159948
Jose	Ruiz	Great Expectations: Establishing Pest Management Goals for Your Clientele	JE230001
Jose	Ruiz	Thistle Be the End of Me: The Basics of Weed Control	JE230001
Jose	Ruiz	What's that Bug? Introduction to Insects and Scouting	JE230001
Jose	Ruiz	More Than Ladybugs: Biocontrol For The Urban Landscape	JE230001
Jose	Ruiz	Dead Palms Tell No Tales: Palm Diseases & Pests	JE230001
Jose	Ruiz	The Grass Class	JE230001



Continuing education is more than just a certification  
or a course completion credit, it maximizing our effectiveness and efficiency.  
By investing in our team members, they become more effective contributors  
to LMP on both an individual and a team level.



## LMP Equipment

At Landscape Maintenance Professionals, we have the tools necessary to take care of your lawn properly. 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





## SECTION IV Experience



### Client Profiles

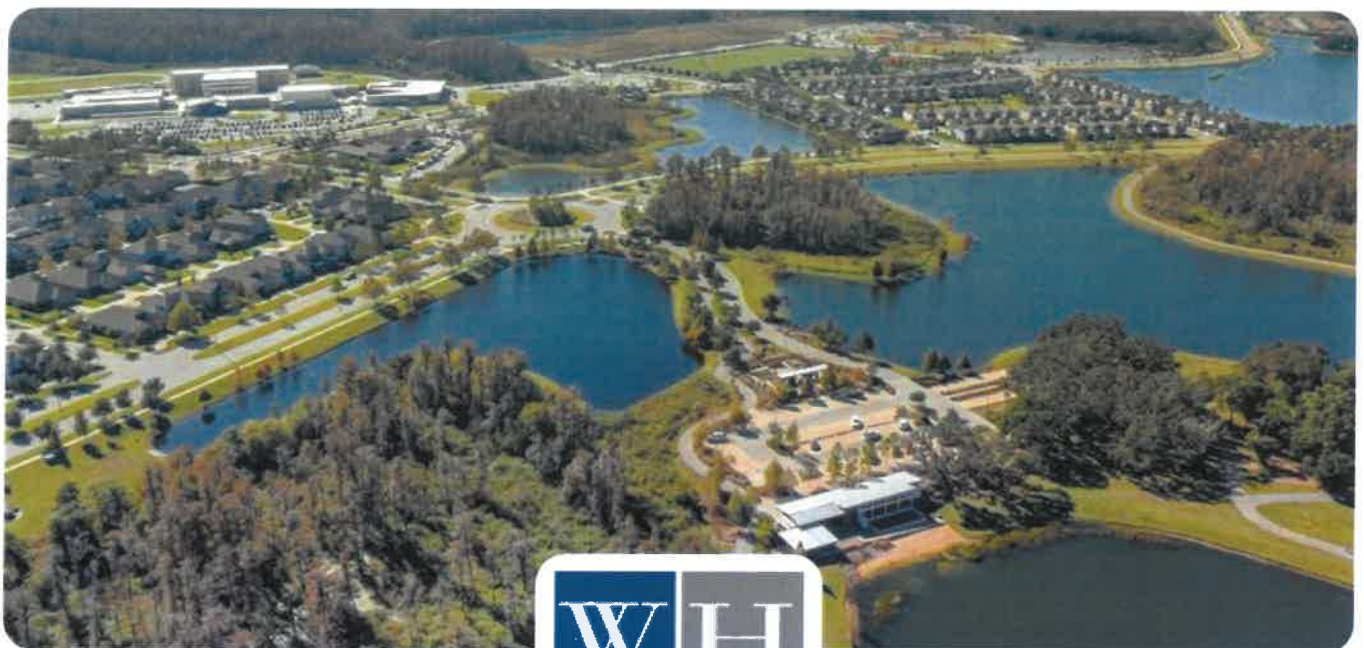
**”** *We strive to build relationships that make things grow.*



## The Starkey Ranch Community Development District

Starkey Ranch exemplifies a new model in greenfield development. Nature is one of the unique features that sets Starkey Ranch apart from other communities, and it was intentional from the start. The landscape in this 2,500-acre community utilizes a palette that is 95% native and, except turf, is entirely xeric. From responsible practices in water usage and water quality to drought-tolerant plants and steps to reduce the impact of development on the land.

Management Company	Wrathall, Hunt and Assoc.
Contact	Mark Yahn
Telephone	(407) 804-2525
Email	myahn@sunscapeconsulting.com
Contract Start Date	March 1, 2023
Contract Value	\$1.850,00.00



LMP Bid v.03.21.23.01

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

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## 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 Florida.

The mixed-use Town Center comprises 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

February 1, 2019



**SIERRA PROPERTIES**





## Hunter's Green Community Association | HOA

Hunter's Green is a meticulously developed master-planned community in New Tampa. Beyond the stately, gated private entrance this premier Golf and Country Club community is exemplified by harmonizing suburban life and nature. Against a backdrop of 43 lakes on 65 acres of protected wetlands, families enjoy 23 unique enclaves taking advantage of community facilities with designated bike lanes, a pool, multiple playgrounds, lighted tennis, basketball, volleyball, soccer, and baseball facilities, a 1.5-mile jogging trail with a 15-station exercise circuit and an off-leash dog park.

It was voted the Top Master-Planned Community in the Southeast by the National Association of Home Builders at their Southeast Builders Conference and is the first major community in the state to earn the Florida Quality Development designation for exceeding strict environmental and planning guidelines.

Contact

Email

Contract Start Date

Wally Switzer

[wswitzer@huntersgreen.com](mailto:wswitzer@huntersgreen.com)

March 2022



  
**HUNTER'S GREEN™**  
*Community Association, Inc.*



LMP Bid v.03.21.23.01

**LMP** Landscape  
Maintenance  
Professionals, Inc.™

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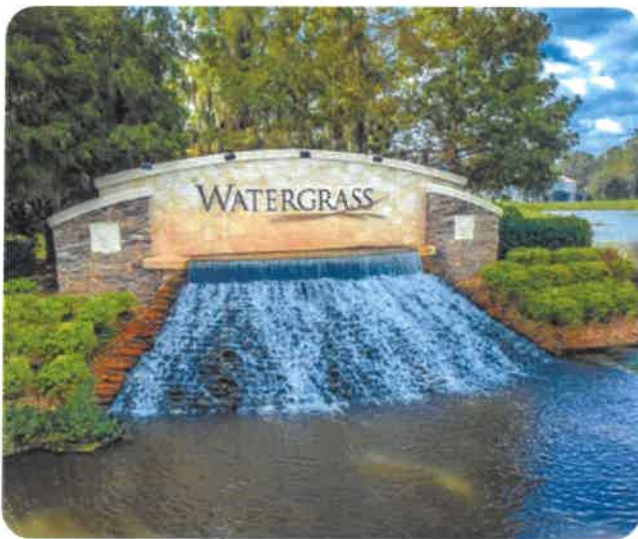


## Watergrass I Community Development District I CDD

WaterGrass is a 997-acre family-oriented residential community in Eastern Pasco County, known for its attention to detail. WaterGrass offers various 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  
Contract Value

Meritus Corp.  
Gene Roberts  
813-873-7300 Ext. 397  
gene.roberts@merituscorp.com  
September 1, 2017  
\$162,636.00



LMP Bid v.03.21.23.01

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

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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 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 and other common areas.

Management Company	Wrathell, Hunt and Associates
Contact	John Hall
Telephone	(813) 924.4673
Email	clcddfm@corylakescdd.net
Contract Start Date	December 1, 2019
Contract Value	\$343,900.00

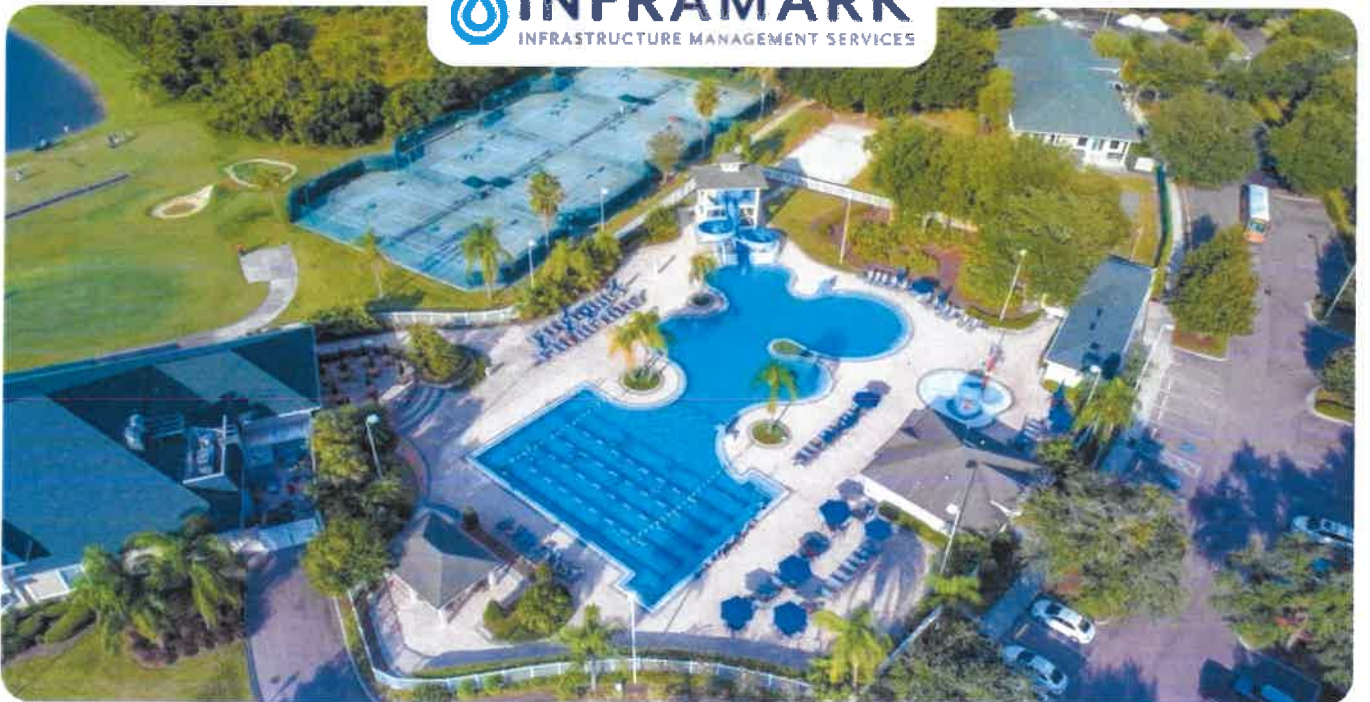
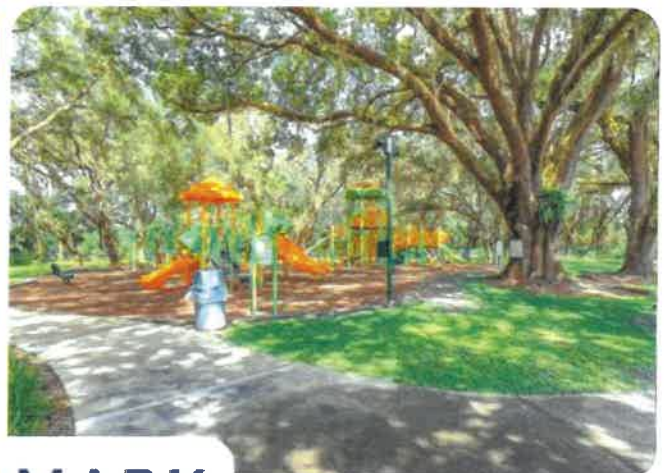




## Heritage Isles Golf & Country Club Community Development District | CDD

Heritage Isles Golf and Country Club is a large, master planned community in Hillsborough County, part of the City of Tampa. It is a community of over 866 single family Residences and 154 town homes, 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	Inframark, Infrastructure Management Services
Contact	Rich Unger, Director of CDD Operations
Telephone	(813) 907-7388
Email	HIManager@hicdd.org
Contract Start Date	October 1, 2009
Contract Value	\$194,900.00





## 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	DPFG, Inc.
Contact	Monica Vitale, Facilities Director
Telephone	(813) 671-8023
Email	ptrecentermanager@verizon.net
Contract Start Date	November 16, 2015
Contract Value	\$158,664.00



LMP Bid v.03.21.23.01

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

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## 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 12, 2020





## Tampa Bay Park Corporate Center | Commercial

Tampa Bay Park offers seven state-of-the-art buildings located within 72 acres of green space with 26 acres of lakes, and centrally located in Tampa Bay Park in the Westshore submarket at of Himes Avenue and Dr. M.L.K. Jr. Boulevard. The Tampa Bay Park campus encompass seven state-of-the-art office complexes with 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 Dare	April 1, 2021





## 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 1, 2019



LMP Bid v.03.21.23.01

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## 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 1, 1999



LMP Bid v.03.21.23.01

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



## SECTION V The Partnership



**Pricing | Map | Details**

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

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P.O. BOX 267 SEFFNER, FL 33583 \* (877) 567-7761 \* FAX (813) 757-6501

**LIST OF LMP MAINTAINED CDD'S  
AS OF 4.14.2023**

PROPERTY NAME	START	STATUS	CONTACT	PHONE
<u>Belmont CDD</u>	<u>10/1/2019</u>	<u>ACTIVE</u>	<u>Kirsten Brooks</u>	<u>(404) 723-1245</u>
<u>Bobcat Trail CDD</u>	<u>10/1/2020</u>	<u>ACTIVE</u>	<u>Scott Verill</u>	<u>(941) 426-6189</u>
<u>Chapel Crossings CDD</u>	<u>8/1/2021</u>	<u>ACTIVE</u>	<u>Craig Weber</u>	<u>(813) 994-2277</u>
<u>Cory Lake Isles CDD</u>	<u>12/1/2019</u>	<u>ACTIVE</u>	<u>John Hall</u>	<u>(813) 924-4673</u>
<u>Covington Park CDD</u>	<u>10/1/2013</u>	<u>ACTIVE</u>	<u>Ronald Blue</u>	<u>(443) 254-1065</u>
<u>Estancia At Wiregrass CDD</u>	<u>7/1/2022</u>	<u>ACTIVE</u>	<u>Mark Buffano</u>	<u>(813) 494-0370</u>
<u>Harrison Ranch CDD</u>	<u>11/1/2019</u>	<u>ACTIVE</u>	<u>Barbara McEvoy</u>	<u>(928) 451-2421</u>
<u>Hawks Point CDD</u>	<u>9/1/2018</u>	<u>ACTIVE</u>	<u>Chantal Copeland</u>	<u>(730) 359-4627</u>
<u>Heritage Isles CDD</u>	<u>5/1/2009</u>	<u>ACTIVE</u>	<u>Rich Unger</u>	<u>(813) 299-5539</u>
<u>Lakeside Plantation CDD</u>	<u>9/1/2022</u>	<u>ACTIVE</u>	<u>Margie Gerstmann</u>	<u>(941) 423-5500</u>
<u>Legends Bay CDD</u>	<u>6/1/2022</u>	<u>ACTIVE</u>	<u>Alba Sanchez</u>	<u>(813) 991-4014</u>
<u>Northwood CDD</u>	<u>11/1/2015</u>	<u>ACTIVE</u>	<u>Gene Roberts</u>	<u>(813) 440-7096</u>
<u>Oak Creek CDD</u>	<u>4/1/2016</u>	<u>ACTIVE</u>	<u>Mark Vega</u>	<u>(813) 991-1116</u>
<u>Panther Trace I CDD</u>	<u>11/1/2015</u>	<u>ACTIVE</u>	<u>Monica Vitale</u>	<u>(813) 671-8023</u>
<u>Panther Trace II CDD</u>	<u>9/1/2018</u>	<u>ACTIVE</u>	<u>Anna Ramirez</u>	<u>(813) 671-0831</u>
<u>Panther Trails CDD</u>	<u>11/1/2019</u>	<u>ACTIVE</u>	<u>Taylor Nielsen</u>	<u>(813) 533-2950</u>
<u>Starkey Ranch CDD</u>	<u>1/1/2023</u>	<u>ACTIVE</u>	<u>Mark Yahn</u>	<u>(407) 804-2525</u>
<u>Suncoast CDD</u>	<u>8/15/2022</u>	<u>ACTIVE</u>	<u>Heather Dilley</u>	<u>(813) 523-1709</u>
<u>Triple Creek CDD</u>	<u>12/1/2020</u>	<u>ACTIVE</u>	<u>Alex Graces</u>	<u>(813) 699-9065</u>
<u>Venetian CDD</u>	<u>10/1/2019</u>	<u>ACTIVE</u>	<u>John Toborg</u>	<u>(813) 933-5571</u>
<u>Watergrass I CDD</u>	<u>11/1/2019</u>	<u>ACTIVE</u>	<u>Gene Roberts</u>	<u>(813) 440-7096</u>
<u>Watergrass II CDD</u>	<u>2/1/2021</u>	<u>ACTIVE</u>	<u>Craig Weber</u>	<u>(813) 994-2277</u>
<u>Waters Edge/Rivers Reach CDD</u>	<u>6/1/2016</u>	<u>ACTIVE</u>	<u>Mick Sheppard</u>	<u>(813) 408-0511</u>



# **LMP** Landscape Maintenance Professionals, Inc.

## **PARKWAY CENTER CDD**

Proposal Cost / Service – Summary

**APRIL 17, 2023**

**Exterior Landscape Maintenance Proposal Price** includes all labor, material and equipment needed to satisfy all requirements set forth in the *Landscape Maintenance Specifications provided by Inframark*

- (1) Base Landscape Maintenance Services as per specifications. \$14,059.75 per month  
\$168,717.00 per year
- (2) Fertilization and Insect & Disease Control as per specifications. \$2,213.50 per month  
\$26,562.00 per year
- (3) Irrigation System Maintenance as per specifications \$2,035.00 per month  
\$24,420.00 per year
  - ☐ Fully inspect, check entire system monthly and provide irrigation system condition report to client (to be done within first 30 days of starting service), with a list of all recommended repairs and or upgrades
  - ☐ Continuous visual inspections for dry spots, malfunctioning or broken heads, leaks, staining, etc.
  - ☐ Immediate repair of contractor caused damage at no extra charge. All other repairs to be performed on a time and materials basis, upon approval from client at \$65.00 per man hour plus parts
  - ☐ Emergency irrigation repairs will be billed at \$125.00 per hour plus parts
- (4) Trimming Of Palm Trees as per specifications \$609.50 per month  
\$7,314.00 per year
- Total Of Items 1-4 \$18,917.75 per month  
\$227,013.00 per year
- (5) Annual Flower Installation (\$2.75 per 4" plant) 1,000 4" plants \$2,750.00 per rotation

This service will be performed once written approval is received from client

\$11,000.00 per year
- (6) Mulch Application 1x per year as per specification \$36,400.00 per application
  - ☐ Deliver and install estimated 650 Cu. Yards of Pine Bark Mulch @ \$56.00/ per Cu. Yard. (Each application)

This service will be performed once written approval is received from client
- Total Of Items 1-6 \$274,413.00 per year

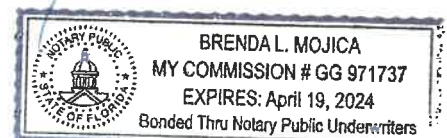
Contractor Name : Landscape Maintenance Professionals, Inc.

Name And Title Of Contract Representative : William Maxwell Safety & Risk Director (Corporate Officer)

Representatives Signature: \_\_\_\_\_

Date: April 17, 2023

Brenda J. Mojica





# PARKWAY CENTER COMMUNITY DEVELOPMENT DISTRICT

## LANDSCAPE MAINTENANCE CONTRACTOR QUALIFICATION STATEMENT

### SECTION 1: COMPANY INFORMATION

1. Business Name: Landscape Maintenance Professionals, Inc.  
Address: 13050 E US HWY 92, Dover Florida 33527

Telephone: (813) 757-6500 Fax: (813) 757-6501  
Web Site: https://thelmpadvantage.com  
E-Mail: info@lmppro.com

2. Is the firm a: Sole Proprietorship \_\_\_\_\_ Partnership \_\_\_\_\_ Corporation (☒)

3. If Applicant is a Corporation, is it incorporated in the State of Florida:  
Yes (☒) (if yes, proceed to Sec 6.1) No ( ) (if no, proceed to Sec 6.2) N/A ( ) (if N/A, proceed to question 8)

- 3.1 If yes, provide the following:

Is Applicant in good standing with the Florida Department of State, Division of Corporations? Yes (☒) No ( ) N/A ( )

If no, please explain \_\_\_\_\_  
\_\_\_\_\_

Date incorporated December 16, 1999 Charter No. P99000109381

- 3.2 If no, provide the following:

In which state is the Applicant incorporated? \_\_\_\_\_

Is Applicant in good standing with that State? Yes ( ) No ( ) N/A ( )

If no, please explain \_\_\_\_\_  
\_\_\_\_\_

Date incorporated \_\_\_\_\_ Charter No. \_\_\_\_\_

Is Applicant registered with the State of Florida? Yes ( ) No ( ) N/A ( )

4. If Applicant is a partnership (including a limited partnership or limited liability partnership) or limited liability company, is it organized in the state of Florida?



Yes ( ) (Proceed to Sec 4.1) No ( ) (Proceed to Sec 4.2) N/A ( )

4.1 If yes, is Applicant registered with the Florida Department of State, Division of Corporation? Yes ( ) No ( ) N/A ( )

If no, please explain \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Is Applicant in good standing with the State of Florida?

Yes ( ) No ( ) N/A ( )

If no, please explain \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Date Applicant was organized? \_\_\_\_\_

4.2 If no, in which state is the Applicant organized? \_\_\_\_\_

Is Applicant in good standing with that state? Yes ( ) No ( ) N/A ( )

If no, please explain \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Date Applicant was organized? \_\_\_\_\_

Is Applicant registered as a foreign partnership or limited liability company with the state of Florida? Yes ( ) No ( ) N/A ( )

If no, please explain \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

5. If the firm is a sole proprietorship, who is the owner? N/A

6. How long in business? 32 years

7. Headquarters location: 13050 E US HWY 92, Dover Florida 33527

8. States in which you operate: Florida Only



9. List company officers and titles:

<u>Company Officer</u>	<u>Title</u>
<u>Orlando Castillo Jr</u>	<u>President</u>
<u>Scott A. Carlson</u>	<u>Vice President</u>
<u>William (Bill Maxwell)</u>	<u>Corporate Officer//Safety &amp;Risk Director</u>

10. Location of the Business office which would perform District Work

Street Address: 13050 E US HWY 92

City: Dover State: Florida Zip Code: 33527

Tel: (813) 757-6500 Fax Number: (813) 757-6501

**SECTION 2: FINANCIAL, INSURANCE AND COMPLIANCE INFORMATION**

11. Landscape Maintenance Gross Revenue in 2020: \$14,901,029.00

Landscape Maintenance Gross Revenue in 2021: \$17,279,202.00

Landscape Maintenance Gross Revenue in 2022: \$19,338,166.00

12. Provide an uncertified copy of the most recent corporate financial balance sheet indicating income, liabilities, long term debt, operating and net profit/loss.

13. Financial references:

Bank: Bank Of Tampa

Robert Subko

4400 N. Armenia Ave , Tampa Fl 33603// (813) 998-1903

Vendors: : Site One Landscape Supply – Phone - 813-621-2075 Fax 813-620-1220

Fleetwing Corp – Phone 863-825-5971 Fax – 863-665-7634

Avon Leasing – Phone 863-682-0191 Fax – 863-680-1263

14. Name of Applicant's Bonding Company : Florida Surety Bonds, Inc.

Address: 620 N Wymore Rd. Suite 200//Maitland, FL 32751

Approved Bonding Capacities:	Aggregate Limit	<u>\$No Limit</u>
	Single Project Limit	<u>\$No Limit</u>
	Total Current Contracts Bonded	<u>\$782,380.83</u>



15. What are Applicant's current insurance limits? (Attach a copy of Applicant's certificate of insurance)

General Liability	<u>\$1,000,000.00</u>
Automobile Liability	<u>\$1,000,000.00</u>
Workers Compensation	<u>\$1,000,000.00</u>
Expiration Date	<u>08/01/2023</u>

16. Has Applicant been cited by the Federal Occupational Safety and Health Administration (OSHA) for any job site or company office/shop safety violations in the past two years? Yes ( ) No (X)

If yes, please describe each violation, fine, and resolution \_\_\_\_\_

(1) Employee was on blower in an area with cones and a car hit employee causing injuries. Was out for surgery and rehab.

(2) Slip and fall in wet area (out in the field) causing leg and ankle injury.

16.1 What is Applicant's current Experience Modifier Rate? 1.07

16.2 Has Applicant experienced any worker injuries resulting in a worker losing more than ten (10) working days as a result of an injury in the past two years? Yes (X) No ( )

If yes, please describe each incident (Attach additional sheets if necessary) \_\_\_\_\_).

(1) Employee was on Blower in an area with cones and a car hit employee causing injuries. Was out for surgery and rehab.

(2) Slip and Fall in wet area causing leg and ankle injury

17. List any judgements, suits, claims and/or liens pending against your company:

NONE

### SECTION 3: WORKFORCE INFORMATION AND COMPANY BIOGRAPHICAL DATA

19. Does your company have an Affirmative Hiring/ Veteran Hiring Policy? Yes(X) No ( )

Describe policy on Hiring: Yes. We work Workforce in the neighboring counties and also have worked with Florida Department of Corrections – Office of Programs and Re-Entry to assist people get back in the workforce, pending on the offenses and progress. Those who have had offense get bonded through the State before employment.

20. Does your company utilize Temporary Workers (H2B) Yes ( ) No (X)

Describe policy and if yes, what percentage of workforce are H2B:

Not at this time. We have not yet been approved in the lottery and usually are able to obtain our employees from referrals and job postings.



21. Does your company have a policy on drug screening? Yes (X) No ( )

**Describe policy on drug screening:** LMP, Inc. participates in the Drug Free Workplace Program that was enacted in the State of Florida in 1990, for the purpose of promoting “drug-free workplaces in Florida, in order that employers (would) be afforded the opportunity to maximize their levels of productivity, enhance their competitive positions in the marketplace, and reach their desired levels of success without experiencing the costs, delays, and tragedies associated with work-related accidents resulting from drug abuse by employees.” (State of Florida, Division of Worker’s Compensation, Revised 2005). As part of its participation, LMP has adopted the following policy regarding drug and alcohol use and abuse:

#### **General Policy**

Each LMP employee has a responsibility to himself/herself, co-workers, and the public to ensure their own fitness for work and to deliver services in a safe and conscientious manner. Continuing research and practical experience have proven that even limited quantities of narcotics, abused prescription drugs, or alcohol can impair reflexes and judgment. Impairment, even if not readily apparent, can have catastrophic results. For these reasons, we have adopted a policy that all employees must report to work and remain completely free from the presence of drugs and alcohol on the job.

Types: Pre-employment, random, post-accident and reasonable suspicion.

22. Does your company have pre-employment drug screening? Yes (X) No ( )

**Describe policy on drug screening:** All applicants will submit to pre-hire drug screenings for illegal substances as a condition of employment. Applicants with positive or adulterated results will not be eligible for hire or reapplication with LMP for three (3) months.

#### *DRUGS TESTED FOR*

Per Florida Drug-Free Workplace Standards, LMP may test for any or all of the following substances:

- Alcohol
- Amphetamines
- Barbiturates
- Benzodiazepine (Xanax, Valium)
- Cannabinoids (Marijuana)
- Cocaine
- Expanded Opiates (Oxycodone, Hydrocodone)
- MDMA (Ecstasy)
- Methamphetamine
- Opiates (Codeine, Morphine, Heroin)
- Phencyclidine (PCP)



23. Does your company conduct safe-driver training, utilize vehicle tracking or any technologies to monitor vehicle operation? Yes (X) No ( )

- Describe policy on Vehicle Operation: **GEOTAB Driving Safety Report**

At the beginning of each work week, the Safety Manager is responsible for analyzing the driving habits for LMP fleet drivers for the previous 7 days. This includes looking at the GEOTAB scores for each driver, and send out an email to all managers regarding infractions like harsh braking, harsh acceleration, harsh cornering, speeding, and seatbelt use. Violators can receive verbal and written reprimands if corrective action is not taken.

24. Describe training program for employees:

1. Our Safety and Occupational Compliance Manager, Bill Maxwell conducts weekly safety meetings at each location and everyone must participate and sign in, this includes all managers.
2. Our Safety and Occupational Compliance Manager, Bill Maxwell conducts an injury and illness prevention program.
3. Employees are also trained in-house with our equipment by foremen, supervisors, and managers to ensure they are safe to use the piece of equipment before going out in the field.
4. We require employees to get Best Management Practices (BMP) Certificate within 90 days and do other trainings with NALP and FNGLA

25. Furnish company literature that describes your company and scope of operations.

Included in our company information packet.

26. List all in-house departments such as irrigation, tech services, seasonal color and their department heads:

<u>Department</u>	<u>Department Head</u>
<u>Irrigation</u>	<u>Sergio Uresti</u>
<u>Fertilizer And Pest Control</u>	<u>David Mason</u>
<u>Arbor Care</u>	<u>Tyree Brown</u>
<u>Enhancement Division</u>	<u>Steve Small</u>

27. What services are anticipated to out-sourced or sub-contracted as a part of contract fulfillment?

Please describe: Large Mulch Installation/Replacement Work

Large Annual Flower Installation/Replacement Work

Tall Palm Trimming Over 50ft

Pump/Well Repairs

28. List five (5) current clients including contact persons and telephone numbers:

<u>Company</u>	<u>Contact Person</u>	<u>Telephone</u>
<u>Heritage Isles CDD</u>	<u>Rich Unger</u>	<u>(813) 299-5539</u>
<u>Estancia At Wiregrass CDD</u>	<u>Mark Buffano</u>	<u>(813) 494-0370</u>
<u>Watergrass II CDD</u>	<u>Craig Webber</u>	<u>(813) 994-2277</u>
<u>Cory Lake Isles CDD</u>	<u>John Hall</u>	<u>(813) 994-4673</u>
<u>Hunters Green</u>	<u>Wally Sitzler</u>	<u>(813) 758-481</u>



29. List five (5) of your largest maintenance accounts, their contract value and length of service:

Account Name	Value	Length of Service
<u>Starkey Ranch CDD</u>	<u>\$1,711,128.00</u>	<u>January 2023 to Current</u>
<u>Triple Creek CDD</u>	<u>\$691,607.00</u>	<u>December 2020 to Current</u>
<u>Estancia At Wiregrass CDD</u>	<u>\$619,200.00</u>	<u>April 2022 to Current</u>
<u>Watergrass II CDD</u>	<u>\$518,581.00</u>	<u>February 2021 to Current</u>
<u>Belmont CDD</u>	<u>\$401,820.00</u>	<u>October 2020 to Current</u>

30. List three (3) jobs lost in the previous 12 months and the reason(s) why:

Company: Silverado CDD  
 Contact Person: Collette Fuller  
 Telephone: (813)701-8548  
 Reason job lost: This property went for rebid and LMP was not the low bidder

Company: Tampa Premium Outlets  
 Contact Person: Chris Durant  
 Telephone: (813)948-0189  
 Reason job lost: This property went for rebid and LMP was not the low bidder

Company: South Fork III CDD  
 Contact Person: Mark Vega  
 Telephone: (813) 295-5444  
 Reason job lost: This property went for rebid and LMP was not the low bidder

31. List of experienced irrigation technicians and their certifications as applicable:

**Samuel Martel**—All Hunter Certifications, experience in Toro-Multistrand, Tucor, Hydpoint Hit, and Orbit controllers. 23 years of experience in irrigation system maintenance and repair  
**David Manfrin**—All Hunter/Rainbird certifications//20 years experience in irrigation system maintenance and repair  
**Alvin Windham**—21 years experience in irrigation system maintenance and repair  
**Sergio Uresti**—19 years experience in irrigation system maintenance and repair  
**Kevin Pajala**—17 years of experience in irrigation system maintenance and repair

32. Please identify all Community Development Districts in the State of Florida which you have provided landscape maintenance services for in the past three (3) years.

Please see attached list

33. Please identify all Community Development Districts in the State of Florida which you currently provide landscape maintenance services.

Please see attached list





**PINE LAKE**  
S E R V I C E S  
DISCOVER THE DIFFERENCE

2122 Henley Road  
Lutz, FL 33558  
813.948.4736

February 27, 2023

Dear Parkway Center CDD Board of Directors,

Pine Lake Services appreciates the opportunity to submit our qualifications for the **Landscape Maintenance Services** at Parkway Center CDD. Pine Lake is a **certified minority business** since 1998, providing professional experience in growing, installation, irrigation, and maintenance services.

Pine Lake Services will provide Parkway Center CDD with a fully-staffed crew each week, along with separate pest control technicians, irrigation technicians and separate ancillary crews as needed. Once awarded we will provide you a single point of contact to guarantee ease of communication between the Parkway Center CDD and PLS. Please understand you have a dedicated team on-site but with our main office location being only 25 minutes away, we are able to utilize the full power of our team as needs arise.

### We Care About the Details

Our mission is to focus on developing outstanding relationships and providing quality goods and services. We pride ourselves for being on time, safe, and within budget! As our company grows, we never want you to forget that our key management and owners are only a phone call away.



### Customer Satisfaction Guaranteed

Your satisfaction is our priority, and we strive to provide a service we are proud of. We start every project by providing a thorough consultation to understand your goals and the needs of the project. We do this to guarantee that the project is completed according to your preferences.

### Management Team with 150 Years Combined Experience

Parkway Center CDD will be fully staffed with experienced personnel. Our management team has a combined 150 years of experience in landscape installation and maintenance, meaning we can tackle any issues that may arise over the course of the Landscape Maintenance Service contract.

Thank you for taking the time to review our qualifications and considering Pine Lake Services to maintain the landscape for Parkway Center CDD. Please contact John Amarosa at 727.243.2852 or [John@PineLakeNuseryInc.com](mailto:John@PineLakeNuseryInc.com) with any questions you may have.

We look forward to exceeding your expectations. Come *Discover the Difference* with Pine Lake!

Warm Regards,  
John Amarosa; COO





# PINE LAKE SERVICES

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## About Us & Certificates



# PINE LAKE SERVICES

**About Us:** <https://vimeo.com/307360401>

## EXPERIENCED AND CREATIVE GREEN INDUSTRY PROFESSIONALS

We at Pine Lake Services take pride in any landscape project. We recognize that you have many goods and service providers from which to choose. Pine Lake Nursery & Pine Lake Services specializes in Landscape Installation, Maintenance, and Irrigation.

More than twenty years ago, our company was founded on the simple principle to be the Green Industry Leader in the state of Florida by providing excellent customer service and top-quality material for each of our client projects. We focus on developing outstanding relationships and providing outstanding quality goods and services. We know these projects can be unwieldy, and we strive to make your job as easy as possible.

We can provide you:

- Over 150 years of combined professional experience in growing, installation, irrigation, and maintenance services.
- Experience with projects of varying scope and scale; some in excess of \$3M.
- We are fully bonded, insured, and can support your major project requirements.
- Two locations and over 75 acres of green goods in production; ensuring product quality, consistency and potential cost savings.
- Over 70 employees at any given time and this number swells in the growing season.
- A local, reputable, unblemished certified minority business since 1998.
- Exemplary OSHA and Risk Management statistics, including referrals from many city, county, DOT, HOA, and commercial clients.
- Consistent Florida Grade 1 products; as members in good standing with FNGLA and Tampa Bay Wholesale Growers Association





# PINE LAKE SERVICES

## Overview

Pine Lake Services (PLS) is a company that has been trained in use of Green Industries Best Management Practices to produce a visually pleasing and environmentally safe community.

Our employees have earned a certificate for completion of training in "Florida Green Industries Best Management Practices for Protection of Water Resources in Florida" from UF/IFAS Extension and are familiar with Florida Friendly maintenance practices.

## Operational Philosophy & Approach

Our integrated approach to landscaping emphasizes nine interrelated principles:

- Right Plant, Right Place
- Water Efficiently
- Fertilize Appropriately
- Mulch
- Attract Desirable Wildlife
- Manage Yard Pests Responsibly
- Recycle Yard Waste
- Reduce Stormwater Runoff
- Protect the Waterfront

PLS will staff the property with a consistent, well-trained crew for the maintenance and detail services, including bed weed control. The team will work from a highly organized operational plan which includes an annual calendar, weekly Gantt charts, plus path of motion and detail sectional maps. These maps will include the plans for maintenance of the high-profile neighborhood entry medians.

There will be a highly trained and organized team leader/supervisor to oversee the day-to-day operations and be the primary point of contact with the Parkway Center CDD staff. The PLS Team will also be backed by our entire organization of experienced landscape professionals located throughout the Tampa Bay area.

The Parkway Center CDD team will be fully furnished with all the equipment needed to get the job done safely and efficiently. The ancillary services including irrigation inspections, turf and ornamental horticulture, palm pruning, and mulching can also be supplemented by additional crews and technicians, if needed.



# PINE LAKE SERVICES

## Geographic Location

The office of Pine Lake Services that would service your property is located at:

2122 Henley Rd. Lutz, just 25 minutes from Parkway Center CDD.

In addition we are currently in negotiations to open a second office location located in Ruskin, FL

## Ability to Manage the Project

Pine Lake Services demonstrates the ability to manage this project with the following actions:

**On-Going Field Training:** PLS understands the importance of continuing education and training amongst our crew members. We encourage our employees to become better at their jobs to ensure we have less call backs and eliminate waste time. We utilize a training software for all our employees called Greenius, if interested please request more information or a copy of the PLS training plan can be provided upon request.

**Job Site Visit Excellence:** Site inspections are an excellent way for Parkway Center CDD and PLS to maintain communication. This will ensure the PLS crew understands your expectations and continuously improve on the job. Our Best Practices include the following steps: Crew Check-In, Property Assessment, Client Communication and Job Improvement.

**Organized Approach:** PLS will create an organized approach to the Parkway Center CDD maintenance to include documented production maps, Gantt Charts and project schedules. The purpose of this is to guarantee that the Foreman is not the only person understanding the property scope and boundaries. The entire team will be informed at all times.

## Evaluation of Existing Workload

Pine Lake Services current workload will not inhibit our ability to work at Parkway Center CDD. We have the ability to meet and exceed your expectations.

Jason Aleman, the Account Manager, is currently managing properties within the Tampa Bay area. Jason will be available for the entirety of the Parkway Center CDD Landscape Maintenance and Irrigation Management contract. Please consider Jason always your one stop point of contact available for daily communication and any emergencies that may arise.





**PINE LAKE**  
SERVICES

## Corporate Profile

**Legal Name:** Pine Lake Services

**Address:** 2122 Henley Road  
Lutz, FL 33558

**Phone:** 813.948.4736      **Fax:** 813.948.4914

**Incorporated:** July 9, 1998      **Federal Tax ID:** 27-3360158

<b>Principals:</b>	President	Vice-President
	Janet Trapuzzano	Michael Trapuzzano
	<a href="mailto:Janet@pinelakenurseryinc.com">Janet@pinelakenurseryinc.com</a>	<a href="mailto:Michael@pinelakenurseryinc.com">Michael@pinelakenurseryinc.com</a>
	412.439.8414	813.416.0969

<b>Management:</b>	COO	General Manager
	John Amarosa	Terry McLane
	<a href="mailto:John@pinelakenurseryinc.com">John@pinelakenurseryinc.com</a>	<a href="mailto:Terry@pinelakenurseryinc.com">Terry@pinelakenurseryinc.com</a>
	727-243-2852	727-423-7664

### Bank Information:

Bank OZK  
14799 N Dale Mabry Hwy  
Tampa, FL 33618  
Lisa Montero VP/Business Development Officer  
Mobile: 813-460-5017  
[lisa.montero@ozk.com](mailto:lisa.montero@ozk.com)

**Dun & Bradstreet No:** 04-565-3883

**Certifications:** City of Tampa- MBE, Minority Business Enterprise and SLBE, Small Local Business Enterprise and Port Tampa Bay – SBE, Small Business Enterprise Certification

**Company Summary:** Pine Lake Nursery is composed of almost 100 acres of plants and trees with a staff offering over 100 years of experience serving the green industry in the nursery, landscape, install maintenance and irrigation business.





# CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

2/13/2023

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> Marsh & McLennan (CLW) 101 N Starcrest Dr Clearwater FL 33765	<b>CONTACT NAME:</b> Bouchard Insurance <b>PHONE (A/C No. Ext):</b> 727-447-6481 <b>E-MAIL ADDRESS:</b> CertsTeam@MarshMMA.com <b>FAX (A/C No.):</b> 727-449-1267												
<b>INSURED</b> Pine Lake Services, LLC 2122 Henley Rd Lutz, FL 33558	<b>INSURER(S) AFFORDING COVERAGE</b> <table><tr><td><b>INSURER A:</b> Greenwich Insurance Company</td><td><b>NAIC #</b> 22322</td></tr><tr><td><b>INSURER B:</b> Auto-Owners Insurance</td><td>18988</td></tr><tr><td><b>INSURER C:</b> Travelers Property Casualty Co. of Amer</td><td>25674</td></tr><tr><td><b>INSURER D:</b> Bridgefield Casualty Ins. Company</td><td>10335</td></tr><tr><td><b>INSURER E:</b></td><td></td></tr><tr><td><b>INSURER F:</b></td><td></td></tr></table>	<b>INSURER A:</b> Greenwich Insurance Company	<b>NAIC #</b> 22322	<b>INSURER B:</b> Auto-Owners Insurance	18988	<b>INSURER C:</b> Travelers Property Casualty Co. of Amer	25674	<b>INSURER D:</b> Bridgefield Casualty Ins. Company	10335	<b>INSURER E:</b>		<b>INSURER F:</b>	
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<b>INSURER D:</b> Bridgefield Casualty Ins. Company	10335												
<b>INSURER E:</b>													
<b>INSURER F:</b>													

**COVERAGES****CERTIFICATE NUMBER:** 1949893806**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.

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  GEN'L AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input checked="" type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC OTHER:	Y	Y	NGL100612800	6/28/2022	6/28/2023	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 300,000 MED EXP (Any one person) \$ 10,000 PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 2,000,000 PRODUCTS - COMP/OP AGG \$ 2,000,000 \$
B	<input checked="" type="checkbox"/> AUTOMOBILE LIABILITY <input checked="" type="checkbox"/> ANY AUTO <input type="checkbox"/> OWNED AUTOS ONLY <input checked="" type="checkbox"/> HIRED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS <input checked="" type="checkbox"/> NON-OWNED AUTOS ONLY	Y	Y	4346899600	6/28/2022	6/28/2023	COMBINED SINGLE LIMIT (Ea accident) \$ 1,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ PIP \$ 10,000
C	<input checked="" type="checkbox"/> UMBRELLA LIAB <input checked="" type="checkbox"/> OCCUR <input type="checkbox"/> EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE DED <input checked="" type="checkbox"/> RETENTION \$ 0	Y	Y	CUP6T36513022NF	6/28/2022	6/28/2023	EACH OCCURRENCE \$ 5,000,000 AGGREGATE \$ 5,000,000 \$
D	<b>WORKERS COMPENSATION AND EMPLOYERS' LIABILITY</b> ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	Y	N/A	19654164	1/2/2023	1/2/2024	<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
B	Contractors Equipment			20751928	6/28/2022	6/28/2023	Scheduled Equipment Leased/Rented Deductible 978,826 50,000 1,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

Certificate Holder is included as Additional Insured/Vendor under the General Liability, Auto Liability and Umbrella Liability policies, when required by written contract, agreement or permit and subject to the provisions and limitations of the policy.

Waiver of subrogation applies to General Liability, Auto Liability, and Workers Compensation when required by written contract, agreement or permit and subject to the provisions and limitations of the policy.

2005, INTL, 9200, 2HSCEAPR75C032346, FL, Comprehensive Deductible \$500, Collision Deductible \$500

**CERTIFICATE HOLDER****CANCELLATION**

\*\*\*FOR INFORMATIONAL 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

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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.

**2023**

**Expires September 30th**



ACCOUNT #:: 92921

SIC CODE: 7349.01

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

TYPE OF BUSINESS  
PROPERTY MAINTENANCE (OUTDOOR)  
STATE LICENSE # /or COUNTY COMP CARD #

PINE LAKE SERVICES LLC

2122 HENLEY ROAD  
LUTZ, FL 33558-8330

OWNER/QUALIFYING AGENT  
TRAPUZZANO JANET C PRES PINE LAI

LOCATION ADDRESS:  
2122 HENLEY ROAD  
LUTZ, FL 33558-8330

DATE	RECEIPT	AMOUNT
02/14/2023	23-516-001762	67.19

Dear Business Owner:

Your **2023** Pasco County Business Tax Receipt is printed above. Please detach the receipt and display it in a place that is visible to the public and available for inspection.

The Pasco County Business Tax Receipt is in addition to any other license or certificate that may be required by law and does not signify compliance with zoning, health, or regulatory requirements. The Pasco County Business Tax Receipt is non-regulatory and is not meant to be a certification of the holder's ability to perform the service for which it is registered.

Business Tax Receipts expire September 30th. Annual renewals are mailed in June to the address of record at that time. Please contact our office if there are any changes to your business name, ownership, physical address, or closing of your business.

*Thank you for allowing us to serve you!*

MIKE FASANO  
PASCO COUNTY TAX COLLECTOR

EAST PASCO GOVERNMENT CENTER  
DADE CITY

WEST PASCO GOVERNMENT CENTER  
NEW PORT RICHEY

TAX COLLECTOR BUILDING  
GULF HARBORS

CENTRAL PASCO GOVERNMENT CENTER  
LAND O' LAKES

COMPARK 75 BUSINESS PARK  
WESLEY CHAPEL

CALL CENTER: MONDAY - FRIDAY 8:30 AM - 5:00 PM (352) 521-4338 • (727) 847-8032 • (813) 235-6076



# Request for Taxpayer Identification Number and Certification

Give Form to the  
requester. Do not  
send to the IRS.

Go to [www.irs.gov/FormW9](http://www.irs.gov/FormW9) for instructions and the latest information.

1 Name (as shown on your income tax return). Name is required on this line; do not leave this line blank.

**Pine Lake Services, LLC**

2 Business name/disregarded entity name, if different from above

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.

☐ Individual/sole proprietor or single-member LLC

☐ C Corporation

☐ S Corporation

☐ Partnership

☐ Trust/estate

☒ Limited liability company. Enter the tax classification (C=C corporation, S=S corporation, P=Partnership) ▶

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.

☐ Other (see instructions) ▶

4 Exemptions (codes apply only to certain entities, not individuals; see instructions on page 3):

Exempt payee code (if any) \_\_\_\_\_

Exemption from FATCA reporting code (if any) \_\_\_\_\_

(Applies to accounts maintained outside the U.S.)

5 Address (number, street, and apt. or suite no.) See instructions.

**2122 Henley Rd**

6 City, state, and ZIP code

**Lutz, FL 33558**

7 List account number(s) here (optional)

Requester's name and address (optional)

## Part I Taxpayer Identification Number (TIN)

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 *How to get a TIN*, later.

Note: If the account is in more than one name, see the instructions for line 1. Also see *What Name and Number To Give the Requester* for guidelines on whose number to enter.

Social security number

\_\_\_\_ - \_\_\_\_ - \_\_\_\_

or

Employer identification number

2 7 - 3 3 6 0 1 5 8

## Part II Certification

Under penalties of perjury, I certify that:

1. 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
2. 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
3. I am a U.S. citizen or other U.S. person (defined below); and
4. The FATCA code(s) entered on this form (if any) indicating that I am exempt from FATCA reporting is correct.

**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.

Sign  
Here

Signature of  
U.S. person ▶

*[Signature]*

Date ▶

**2-8-2023**

## General Instructions

Section references are to the Internal Revenue Code unless otherwise noted.

**Future developments.** For the latest information about developments related to Form W-9 and its instructions, such as legislation enacted after they were published, go to [www.irs.gov/FormW9](http://www.irs.gov/FormW9).

## Purpose of Form

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.

- Form 1099-INT (interest earned or paid)

- Form 1099-DIV (dividends, including those from stocks or mutual funds)
  - Form 1099-MISC (various types of income, prizes, awards, or gross proceeds)
  - Form 1099-B (stock or mutual fund sales and certain other transactions by brokers)
  - Form 1099-S (proceeds from real estate transactions)
  - Form 1099-K (merchant card and third party network transactions)
  - Form 1098 (home mortgage interest), 1098-E (student loan interest), 1098-T (tuition)
  - Form 1099-C (canceled debt)
  - Form 1099-A (acquisition or abandonment of secured property)
- Use Form W-9 only if you are a U.S. person (including a resident alien), to provide your correct TIN.

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.





### **Minority and Small Business Development**

Certification Program

This is to certify that in accordance with City of Tampa Ordinance 2008-89

**Pine Lake Services, Inc.**

is hereby certified as a

**Minority Business Enterprise (MBE)**

In the following specialty(ies)

**Lawn Care**

**The certification is valid from April 16, 2021 to April 16, 2023**

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 K. Hart, Manager  
Minority and Small Business Manager**





### **Minority and Small Business Development**

Certification Program

This is to certify that in accordance with City of Tampa Ordinance 2008-89

**Pine Lake Services, Inc.**

is hereby certified as a

**Small Local Business Enterprise (SLBE)**

In the following specialty(ies)

**Lawn Care**

**The certification is valid from April 16, 2021 to April 16, 2023**

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 K. Hart, Manager  
Minority and Small Business Manager**





**PORT TAMPA BAY**

## ***Small Business Enterprise Certification***

***Pine Lake Services, Inc.***

***Federal ID #:27-3360158***

***Services Provided: Landscaping & Lawn Maintenance***

***Valid from 11/01/2021 to 10/31/2022***

***Donna L. Casey***

***SBE & Contracts Manager***

*Please note this certificate is valid only with Port Tampa Bay.*

*It is not reciprocal with the City of Tampa or Hillsborough County and may not be reciprocal with any other local governmental agency.*

*Member since 2012*





# Ability and Adequacy of Personnel and Proposed Staffing



# PINE LAKE SERVICES

## Staffing Approach - Key Personnel & Staffing Levels

PLS will ensure the Parkway Center CDD team is fully staffed at all times. Our management team has a combined 150 years of landscape and irrigation maintenance experience, giving us the capability to handle unique situations that may arise.

*The following pages include the PLS organizational chart and resumes for the supervisory PLS staff, including Jason Aleman, the proposed Account Manager. The resumes highlight relevant and similar CDD experience.*

## Proposed Staffing Levels (including various seasons)

### Maintenance Crew of 10 for General Services in Peak Season

Pine Lake Services will staff Parkway Center CDD with the following:

Dedicated Account Manager, Jason Aleman, who will be your single point of contact for all of your needs and concerns

A 5 person crew two days per week in season that will include a Foreman, Leadman, and crew members to do both general maintenance services, including mowing, and detail services such as shrub pruning

1 Irrigation Technician who will complete a monthly irrigation inspection and repairs

1 Horticulture Team to perform monthly fertilizer and pest control services

Enhancement Teams can be dispatched as required for ancillary services

*\*The Account Manager, Jason Aleman, has 22 years of experience in Landscape Maintenance. Jason also has 9 years of experience in his current position. He worked 1 year as an Operations Field Manager, 6 years as an Operation Manager and 2 years as a Branch Manager, giving him the experience required to manage the Parkway Center CDD Account.*

## Emergency Numbers

Should an emergency arise during Pine Lake's time contracted with Parkway Center CDD, the management team is always available.

John Amarosa, COO (727) 243-2852

Terry McLane, General Manager (727) 423-7664

Jason Aleman, Account Manager (813) 493-0032



# PINE LAKE SERVICES

## PLS Staffing



### Ownership

Janet & Michael  
Trapuzzano

### Executive Team

John Amarosa  
COO

Robert Spears  
CFO

### Management Team

Terry McLane  
General Manager



# PINE LAKE SERVICES

## Parkway Center CDD Staffing



Maintenance  
Manager

Jason Aleman  
Account Manager

Dedicated  
Staff

Experienced  
Foreman

Mowing & Detail  
Crews

Ancillary  
Teams

Tree Care  
Teams

Fertilizer & Pest  
Control  
Technician

Enhancement  
Teams





**JANET CLAIRE  
TRAPUZZANO**  
President

**EDUCATION**

Florida State University  
B.A. International Relations



**MICHAEL  
TRAPUZZANO**  
Vice President

**EDUCATION**

University of Pittsburgh  
B.S. Emergency Medicine

Parkway Center CDD

**DUTIES & RESPONSIBILITIES**

Janet works on development and growth of the company with banking, finance, culture and employee development. She is Instrumental in setting our company goals and initiatives to better serve our customers and employees alike.

**PROJECT EXPERIENCE**

- *Moffitt Cancer Center Campuses*
- *City of Tampa Parks and Recreation Sites*
- *BayCare Facilities throughout Tampa Bay*
- *Tampa Treemendous Program*
- *Perry Harvey Park*



**DUTIES & RESPONSIBILITIES**

Michael serves as the lead member of the Pine Lake Companies executive team. Michael's day to day is heavily based around the financial management of the company and its interests and assets. Mike also works with the sales team in developing new relationships and driving the company brand.

**PROJECT EXPERIENCE**

- *Moffitt Cancer Center Campuses*
- *City of Tampa Parks and Recreation Sites*
- *BayCare Facilities throughout Tampa Bay*
- *Tampa Treemendous Program*
- *Perry Harvey Park*
- *Curtis Hixon Park*
- *Carlton Lakes CDD*
- *Waterleaf CDD*
- *Cypress Creek CDD*
- *Triple Creek CDD*
- *Cornergate CDD*





## JOHN AMAROSA

COO

25  
YEARS EXPERIENCE

### EDUCATION

University of South Florida  
B.A. Criminology

### Associations

Vice President of FNGLA

BOMA

BMI

CAI

### CERTIFICATIONS

State of Florida CPCO

GI-BMP Certified in Florida

BMP Certified in Pinellas & Manatee

OSHA 10

UF Palm School Graduate

State of Florida Aquatics Management  
Certified

### DUTIES & RESPONSIBILITIES

Mr. Amarosa organizes and implements company objectives on a day to day basis. He ensures quality, production and safety for the organization. John will ensure client satisfaction while working with the executive leadership team.

### PROJECT EXPERIENCE

*Oversaw landscape operations on the following properties:*

- City of Tampa Parks
- Long Leaf CDD
- Concord Station CDD
- Oakstead CDD
- Highlands CDD
- Highland Park CDD
- Sterling Hill CDD
- Forest Brooke CDD
- Waterchase CDD
- Lakewood Ranch CDD 1, 2, 3, 5 and 6
- South Fork 3 CDD
- Carlton Lakes CDD
- The Groves CDD
- Riverbend West CDD
- Harrison Ranch CDD
- KBAR Ranch II CDD

*Plus a multitude of extremely large HOA's and High Profile Sites including:*

- Innisbrook Resort
- Several Esplanade properties with Taylor Morrison
- Several Del Web by Pulte Properties
- All BayCare Hospital Facilities
- All Moffitt Cancer Center Campuses
- Several HCA Hospitals
- Encore at Fishhawk
- Kings Point HOA
- Trinity HOA
- Champions Club HOA
- Cobb's Landing HOA
- East Lake Woodlands HOA
- Villa Rosa HOA
- Connerton HOA
- Wellington HOA
- Saddlebrook HOA





## TERRY MCLANE

General Manager

30  
YEARS EXPERIENCE

### EDUCATION

Tampa Bay Area Graduate

### CERTIFICATIONS

State Of Florida Pest Control  
GI-BMP Certified in Florida

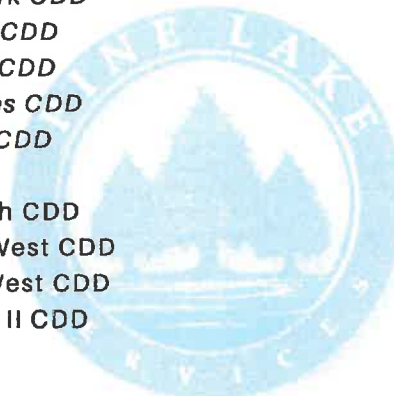
### DUTIES & RESPONSIBILITIES

Mr. McLane organizes and implements company objectives on a day to day basis. He ensures quality, production and safety for the organization. Terry will ensure client satisfaction while working with the Operational Leadership team.

### PROJECT EXPERIENCE

*Oversaw landscape operations on the following properties:*

- 
- *Concord Station CDD*
- *Oakstead CDD*
- *Highlands CDD*
- *Highland Park CDD*
- *Sterling Hill CDD*
- *Waterchase CDD*
- *Carlton Lakes CDD*
- *The Groves CDD*
- *Asturia CDD*
- *Bexley Ranch CDD*
- *Connerton West CDD*
- *Riverbend West CDD*
- *KBAR Ranch II CDD*



*Plus a multitude of extremely large HOA's and High Profile Sites including:*

- *Innisbrook Resort*
- *Several Esplanade properties with Taylor Morrison*
- *Several Del Web by Pulte Properties*
- *Several BayCare Hospital Facilities*
- *All Moffitt Cancer Center Campuses*
- *Saddlebrook HOA*
- *Trinity HOA*
- *Champions Club HOA*
- *Tampa Bay Golf and Country Club*
- *Villa Rosa HOA*
- *Wellington HOA*
- *Cheval HOA*
- *Epperson Ranch HOA and Lagoon*
- *Estancia HOA*
- *East Lake Woodlands HOA*





## JASON ALEMAN

Account Manager

22  
YEARS EXPERIENCE

EDUCATION  
University of Connecticut

### DUTIES & RESPONSIBILITIES

Jason will be the Account Manager for the CDD. He will prepare the work week for the crews and oversee that all performances that are completed for that week. He will be the point of contact for daily activities. Jason has managed many large scale properties and portfolios in his and past with great success. Jason is well versed in communication to the BOD and Managers of the community in all areas included in budget preparation and implementation.

### PROJECT EXPERIENCE

WestChase CDD  
Riverbend West CDD  
KBAR Ranch II CDD  
Bellevue HOA/POA  
Franklin Street Management Portfolio  
National Account Contracts for:  
Home Depot, Lowes  
Bank of America, Truist, & Regions

### DUTIES & RESPONSIBILITIES

Marc is a State of Florida Certified Pest Control Operator and serves as the authority for Pine Lake in all things horticulture. His skills are not limited to the following but a few highlights included:

- warm-season turf grass nutritional requirements
- turf grass disease identification including curative and preventative cultural/chemical treatments
- turf grass insect identification including curative and preventative cultural/chemical treatments
- turf grass weed identification including curative and preventative cultural/chemical treatments
- palm tree nutritional requirements as well as insect and disease issues within the State
- hard wood tree nutritional requirements as well as insect and disease issues within the State
- ornamental shrub and groundcover nutritional requirements
- ornamental shrub and groundcover insect and disease curative and preventative cultural/chemical treatments

### PROJECT EXPERIENCE

- *Moffitt Cancer Center Campuses*
- *City of Tampa Parks and Recreation Sites*
- *BayCare Facilities throughout Tampa Bay*
- *Perry Harvey Park*
- *Carlton Lakes CDD*
- *Riverbend West CDD*



## MARC VASHER

Owner, Bridgebury Inc,  
(subcontractor)

20  
YEARS EXPERIENCE

EDUCATION  
University of Miami

CERTIFICATIONS  
Certified Pest Control Operator  
General Household Pest - Termite  
GI-BMP Certified

Parkway Center CDD





## MICAH GRAVEL

CONSTRUCTION  
DIVISION MANAGER

21  
YEARS EXPERIENCE

EDUCATION  
Florida Graduate

CERTIFICATIONS  
OSHA 30 Hours

### DUTIES & RESPONSIBILITIES

Micah will serve as the main point of contact and trusted advisor to customers on project installation issues, gathering and analyzing customer needs and interests, building strong business relationships, and providing solutions to challenges. In this role, he will provide customers with clear and easy to understand information pertaining to all of our high quality products and services. He will oversee the construction team to ensure that all construction services are delivered according to contract specifications, on budget, according to schedule, and with a high standard of quality. Micah takes pride in representing the company, interfacing and building relationships with owners, clients, architects, general contractors, and subcontractors while demonstrating role model behaviors on ethics and integrity as well as positively promoting company culture.

### PROJECT EXPERIENCE

#### Public

*St Petersburg Pier, St. Pete*  
*Wesley Chapel Sports Complex, Wesley Chapel*  
*Cypress Creek High School, Wesley Chapel*

#### Specialty

*SkyCenter One, Tampa Intl Airport, Tampa*  
*Toronto Blue Jays Stadium, Dunedin*  
*Virage Bayshore Condominiums, Tampa*  
*Jabil PH1 and PH2, St. Pete*  
*JW Marriott, Marco Island FL*  
*Grand Wyndham Resort, Clearwater Beach, FL*  
*Opal Sands Resort, Clearwater Beach FL*  
*Gulfstream Park, Hollywood FL & Tampa FL*  
*Seminole Hard Rock Casino, Hollywood FL*  
*Atlantis Resort, Paradise Island Bahamas*

#### Healthcare

*Tampa General Hospital, Tampa FL*  
*Advent Health ER, Brandon FL*  
*BayCare Healthhub Valrico, Valrico FL*  
*Moffit McKinley Cancer Center, Tampa*

#### Master Development

*Epperson Ranch PH1, Wesley Chapel*  
*Union Park, Wesley Chapel*  
*Waterset, Apollo Beach FL*  
*Artisan Lakes, Palmetto FL*  
*Bexley PH1 and PH2*  
*Savannah at Lakewood Ranch, Bradenton*  
*Esplanades at Lakewood Ranch, Siesta Key, Palmer Ranch, Central FL*  
*Bimini Bay, Bimini Bahamas*





## RALPH GIRARD

SR. PROJECT MANAGER

37  
YEARS EXPERIENCE

EDUCATION  
University of Florida

CERTIFICATIONS  
FNGLA  
OSHA 30 Hours  
BMP Certified in Pinellas & Manatee Counties

### DUTIES & RESPONSIBILITIES

Ralph utilizes his knowledge to provide excellent customer service, while maintaining a line of communication between the customer and the Pine Lake team to ensure reliability in completing projects in a timely manner. Ralph provides a valuable set of eyes that easily identify issues or concerns, and has the ability to recommend solutions to team leaders and the client.

Ralph will oversee both administrative tasks behind the scenes of your project as well as oversee the field crew for the duration of the project.

### PROJECT EXPERIENCE

#### **Greater Tampa Bay & Central Florida**

*Curtis Hixon Park- Tampa, FL*  
*Thundercloud Gun Ranch- Palmetto, FL*  
*Naples Botanical Gardens- Naples, FL*  
*The Dali Museum- St. Petersburg, FL*  
*Bayshore Boulevard- Tampa, FL*  
*Poly Tech University- Lakeland, FL*  
*Bass Pro Shop- Tampa, FL & Fort Myers, FL*  
*Collins Blvd, University of South Florida- Tampa, FL*  
*Tampa Bay Buccaneers Training Facility- Tampa, FL*  
*Black Diamond Ranch & Golf Course- Lecanto, FL*

#### **Miami**

*Collins Park- Miami, FL*  
*Soundscape Park- Miami, FL*

#### **Disney & Entertainment**

*Downtown Disney- Orlando, FL*  
*Dolphin & Swan Disney- Orlando, FL*  
*Sports Complex, Disney- Orlando, FL*  
*Walt Disney Wedding Pavillion- Orlando, FL*  
*Mantis Roller Coaster, Sea World- Orlando, FL*

#### **Healthcare**

*St Joseph's Hospital- Lutz, FL*  
*St Joseph's Hospital- Riverview, FL*  
*Shands Hospital- Gainesville, FL*





## Experience & References



# PINE LAKE SERVICES

## Experience

Pine Lake Services maintains constant communication with Board Supervisors and Property Managers of all properties maintained and inspected by PLS.

The references and letters of references demonstrate the positive and longstanding relationships PLS has with other property management firms. We take pride in building long-term relationships while providing regular inspections of each community to meet the needs of the client.

Also included are images of current properties that PLS maintains. Not only is PLS focused on the maintenance of the landscape but is always communicating new ideas to enhance the overall appearance and quality of the property. With approval from CDD management, PLS has the ability to update and enhance the CDD.

## CDD Experience

PLS has experience with Landscape Installation & Maintenance at Carlton Lakes CDD, Riverbend West CDD, Waterleaf CDD, Cypress Creek CDD, Triple Creek CDD, Cornergate CDD and Southshore Bay CDD.

## Belleair Country Club - Landscape Maintenance





# PINE LAKE SERVICES

## Fenway Hotel - Landscape Construction & Maintenance



## ASCEND Waterleigh - Landscape Construction & Maintenance





# PINE LAKE SERVICES

## Valley Bank - Landscape Maintenance



## Bellevue Inn - Landscape Construction





# PINE LAKE SERVICES

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## References

### ***Carlton Lakes Community Development District***

***Dollar Amount:*** 3 years at \$194,665.00 per year

***Point of Contact:*** Rick Reidt

***Phone Number:*** 813.873.7300

***Address:*** 2005 Pan Am Cir Ste 300, Tampa, FL 33607

***Scope of Work:*** PLS is responsible for the Landscape Maintenance and Irrigation System Management at Carlton Lakes CDD. The scope is similar to Parkway Center CDD including Turf Maintenance, Shrub and Ground Maintenance, Tree Maintenance, Seasonal Color/Perennial Maintenance and Installation, Mulching for Tree and Shrub Bed Areas, General Site Maintenance (Trash, Weed Control and Debris Disposal), Leaf Removal, Natural Area Maintenance, Plant Material Disposal and Irrigation Management.

### ***Bellevue POA - Resource Property Management***

***Dollar Amount:*** \$253,343.00

***Point of Contact:*** Kelly Moran

***Phone Number:*** 727.796.5900 Ext. 2110

***Address:*** 275 Bellevue Blvd., Belleair, FL 33756

***Scope of Work:*** PLS is responsible for the Landscape Maintenance and Irrigation System Management for the Bellevue HOA and Condos in Belleair, FL. In addition to the landscape maintenance and irrigation management, annual mulch installations are provided as well as palm and hardwood tree pruning. Various annual enhancement projects occur throughout the contract.

### ***Franklin Street Management - Various Projects***

***Dollar Amount:*** \$201,366.00

***Point of Contact:*** Clint Miller

***Phone Number:*** 813.839.7300

***Address:*** 936 S Howard Ave, Tampa, FL 33606

***Scope of Work:*** PLS is responsible for the Landscape Maintenance and Irrigation System Management of a Residential and Commercial portfolio package. In addition to the Landscape Maintenance and Irrigation System Management, the scope of work includes regular fertilizer and pest control maintenance, as well as annual flower and mulch installations.



# PINE LAKE SERVICES

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## References

### ***Riverbend West Community Development District- Rizzetta & Company***

***Dollar Amount:*** 3 years at \$85,000.00 per year

***Point of Contact:*** Jennifer Goldyn

***Phone Number:*** 813.533.2950

***Address:*** 9428 Camden Field Parkway, Riverview, FL 33578

***Scope of Work:*** PLS is responsible for the Landscape Maintenance and Irrigation System Management at Riverbend West CDD. The scope is similar to Parkway Center CDD including Turf Maintenance, Shrub and Ground Maintenance, Tree Maintenance, Seasonal Color/Perennial Maintenance and Installation, Mulching for Tree and Shrub Bed Areas, General Site Maintenance (Trash, Weed Control and Debris Disposal), Leaf Removal, Natural Area Maintenance, Plant Material Disposal and Irrigation Management.

### ***Moffitt Campuses (ALL) - Moffitt***

***Dollar Amount:*** \$295,253.00

***Point of Contact:*** Anthony Sanders

***Phone Number:*** 813.745.2638

***Address:*** 12902 Magnolia Dr. Tampa, FL 33612

***Scope of Work:*** PLS is responsible for the Landscape Maintenance and Irrigation System Management for all Moffitt Hospitals/Centers, FL. In addition to the landscape maintenance and irrigation management, annual mulch installations are provided as well as palm and hardwood tree pruning. Various annual enhancement projects occur throughout the contract.

*\*Please see the following pages for additional reference letters from current clients.*



# PINE LAKE SERVICES



To Whom It May Concern,

I am writing to recommend Pine Lake Services for professional Landscape Maintenance Services with future prospective clients. I have had the pleasure of working directly with Pine Lake on a number of projects in the past and most recently at Temple Terrace Plaza located in Tampa, Florida. The scope of work for this project includes monthly maintenance, irrigation work, enhancements, and product installs.

Pine Lake Services has demonstrated their attention to detail, quality, and safety on several occasions. It is the policy of this company to strive for the best quality of work possible and in a timely manner. The Pine Lake team is dedicated, professional and fulfilled their contractual obligations on all occasions.

Please consider Pine Lake Services for you landscape grounds maintenance needs. I recommend them and look forward to working with them again.

Sincerely,

Westcott Toole

Senior Regional Director



[Westcott.Toole@FranklinSt.com](mailto:Westcott.Toole@FranklinSt.com)

**D:** 813.397.1332 | **O:** 813.839.7300 x 0389 | **C:** 813.334.5215 | **F:** 813.839.7330  
1311 North Westshore Boulevard, Suite 200 | Tampa, FL 33607



FranklinSt.com



# PINE LAKE SERVICES

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*Achieve Ambitions*

To Whom It May Concern,

I am writing to recommend Pine Lake Services for professional Landscape Maintenance Services with future prospective clients. I have had the pleasure of working directly with Pine Lake on several Valley National Bank projects located in Tampa, Florida area. The scope of work for this project includes landscaping repair and maintenance.

Pine Lake Services has demonstrated their attention to detail, quality, and safety on several occasions. It is the policy of this company to strive for the best quality of work possible and in a timely manner. The Pine Lake team is dedicated, professional and fulfilled their contractual obligations on all occasions.

Please consider Pine Lake Services for your landscape grounds maintenance needs. I recommend them and look forward to working with them again.

Sincerely,

**Erika Harrison**  
Assistant Facility Manager  
JLL | Valley Bank  
2028 E 7<sup>th</sup> Ave  
Tampa, FL 33605  
Cell: (813) 618-1459





## Equipment & Scope of Work



# PINE LAKE SERVICES



## Our Maintenance Services

Pine Lake Services is partnered with Everglades Farm Equipment and John Deere to supply new and current equipment. In addition, we employ a robust service and preventative maintenance program.



# PINE LAKE SERVICES

## Equipment

***Pine Lake will staff our Parkway Center CDD staff with the following equipment:***

- (4) 60" Zero Turn Mower
- (1) 48" Stand On Mower
- (1) Rider On Blower - array of 2-cycle equipment
- (1) Single Wide Area Mower
- Array of line trimmers, edgers, blowers, etc
- Truck and Dump Trailer - array of 2-cycle trimmers and pruners
- Gator and Tank Sprayers
- Truck and Hand Tools

***Pine Lake also has full access to various pieces of machinery and equipment we have deployed throughout the Tampa Bay area. We have the resources and staff to obtain anything we need to get the job done and not miss our service schedule. [A full list of assets is provided on the following page.](#)***

***Additional equipment maintained in our fleet:***

- (40) Trucks (From semi-truck to pick up)
- (25) Various Trailers (Flat beds, dumps and haulers)
- (30) Commercial Mowers
- (80) Pieces of 2 Cycle
- (5) Heavy Duty Loaders with attachments
- (2) Mini Skid with attachments
- (1) Excavator

## Annual Materials

***All materials to service the scope of work are included***

- Glyphosate Concentrate
- Fertilizers (*granular and/or liquids*)
- Various Pest Control Products (*all SDS will be provided*)
- Potting Soil
- Bloom Booster annual specific fertilizer
- Annual Flowers (*if approved*)
- Mulch (*if approved*)



# PINE LAKE SERVICES

## Equipment Asset List

	H	I	J	K	L	M
1	Year	Make	Model	Description	Serial/VIN	License Plate
2				Blowers		
3						
4		Stihl	PLN	Blower - Shop	507352206	
5		Stihl	PLN	Blower - 4002	505858270	
6	2018	Stihl	PLN	Blower - B010	515557589	
7	2020	Stihl	PLN	Blower - B009	515555387	
8	2018	Stihl	PLN	Blower - B011	515557603	
9	2020	Stihl	BR600	Backpackblower	522507946	
10	2020	Stihl	BR600	Backpackblower	522507948	
11	2020	Stihl	BR600	Backpackblower	52207986	
12	2020	Stihl	BR601	Backpackblower	522507945	
13	2020	Stihl	BR602	Backpackblower	522507943	
14	2020	Stihl	BR603	Backpackblower	522507951	
15	2020	Stihl	BR604	Backpackblower	522507942	
16	2020	Stihl	BR605	Backpackblower	522507957	
17	2020	Stihl	BR606	Backpackblower	522507954	
18	2020	Stihl	BR607	Backpackblower	522507947	
19	2020	Stihl	BR600	Backpackblower	522507960	
20	2020	Stihl	BR600	Backpackblower	522507958	
21	2020	Stihl	BR600	Backpackblower	522507956	
22	2020	Stihl	BR600	Backpackblower	522507950	
23	2020	Stihl	BGA 56	Handheld Blower - BGAS6	418845035	
24	2021	Briggs & Stratton	PQX3000	Stand On Blower	4001698193	
25				Edger		
26						
27	2017	Stihl	PLN	Edger - C007	519509711	
28	2017	Stihl	PLN	Edger - E008	507034796	
29						
30	2020	Stihl	FC91	Edger	520630539	
31	2020	Stihl	FC91	Edger	520630552	
32	2020	Stihl	FC91	Edger	521864338	
33	2020	Stihl	FC91	Edger	520630528	
34	2020	Stihl	FC91	Edger	520630563	
35	2020	Stihl	FC91	Edger	520630544	
36	2020	Stihl	FC91	Edger	52063538	
37	2020	Stihl	FC91	Edger	520630572	
38	2020	Stihl	FC91	Edger	521310245	
39	2021	Stihl	FC111	Edger	521360247	
40				Hedge Trimmer		
41						
42						
43	2020	Stihl	HL94K 145	Hedgetrimmer Flex Head	521053026	
44	2020	Stihl	HL94K 146	Hedgetrimmer	518915875	
45	2020	Stihl	HL94K 147	Hedgetrimmer	521053095	
46	2020	Stihl	HL94K 148	Hedgetrimmer	521053037	
47	2020	Stihl	HL94K 149	Hedgetrimmer	521053104	
48	2020	Stihl	HL94K	Hedgetrimmer	522822574	
49	2020	Stihl	HL94K	Hedgetrimmer	521389028	
50	2020	Stihl	HL94K	Hedgetrimmer	522822503	
51	2020	Stihl	HL94K	Hedgetrimmer	522822512	
52	2020	Stihl	HL94K	Hedgetrimmer	522822517	
53	2021	Stihl	HL94145	Hedgetrimmer	526913111	
54						
55				Line Trimmer		
56	2017	Stihl	PLN	Line Trimmer	512729460	
57	2021	Stihl	F594R	Line Trimmer	525216612	
58	2017	Stihl	PLN	Line Trimmer	295558365	
59	2020	Stihl	F591R Auto	Trimmer	521216364	
60	2020	Stihl	F591R Auto	Trimmer	521216359	
61	2020	Stihl	F591R Auto	Trimmer	521216361	
62	2020	Stihl	F591R Auto	Trimmer	521216356	
63	2020	Stihl	F591R Auto	Trimmer	521216360	
64	2020	Stihl	F591R Auto	Trimmer	521216358	
65	2020	Stihl	F591R Auto	Trimmer	521216365	
66	2020	Stihl	F591R Auto	Trimmer	521216363	
67	2020	Stihl	F591R Auto	Trimmer	521216367	
68	2020	Stihl	F591R Auto	Trimmer	287986219	
69				Chainsaw		
70	2016	Stihl	MS190TCE PMMS 34	14" Chainsaw	501771211	
71	2020	Stihl	HT131 14	Pole pruner	520380986	
72	2020	Stihl	HT131 14	Pole pruner	522794263	
73	2020	Stihl	MS194T P53 14	Chainsaw	522090286	
74	2020	Stihl	MS194T P53 14	Chainsaw	522090262	
75	2020	Stihl	MS291KIT 20	Chainsaw	520996849	
76	2020	Stihl	MS291KIT 20	Chainsaw	520996845	
77	2016	Stihl		Pole pruner	287953114	
78	2016	Stihl		Pole pruner	287953203	
79						
80				Mower		
81	2017	John Deere	636M	Quick Track Stand On 36"	1TC636MGHT051292	



# PINE LAKE SERVICES

## Equipment Asset List

I	H	I	J	K	L	M
1	Year	Make	Model	Description	Serial/VIN	License Plate
82		ExMark	PLN	ExMark Mower	X001*404947179	
83		Dixie	PLN	Dixie Chopper - 002	8917	
84	2020	Toro	PLN	Push Mower	403373520	
85	2020	Honda	HRS216PKA	Push Mower	M2B2-6559470	
86	2020	John Deere	652R	Stand On	1TC652RKEKT075628	
87	2020	John Deere	652R	Stand On	1TC652RKEKT075651	
88	2020	John Deere	652R	Stand On	1TC652RKEKT075507	
89	2019	John Deere	2930M	Gas Mower	1TC930MCLT081644	
90	2020	John Deere	2930M	Ztrak	1TC930MCLT084328	
91	2020	John Deere	652R	Mower	1TC652RKEKT080446	
92	2020	John Deere		Tractor		
93		Jacobson	Turf Master	Mower Rider	94671402553	
94	2021	Honda	21"	21" Side Discharge	HRS216VKA	
95	2021	John Deere	652R	Mower	1TC652RKEKT090801	
96	2021	Land Pride	Brush Hog	Brush Hog Mower	No Serial #	
97	2021	John Deere	4044R	Tractor-2 chains, 2 binders, mulch kit for 652R	1LV4044RHMM102691	
98	2021	John Deere	FM3012	JD FM3012 Flex Grooming Mower	1XFFM30XVL000490	
99						
100	2021		2960M	Gas MIDZ Mower 72"	1TC960MDEMTD090804	
101				<b>Miscellaneous</b>		
102	2015	Rigid		Generator	3600W	
103	2015	Northern Tool		100g PCD Sprayer	768177	
104		Shanghai Tractor		Generator on Trailer		
105				Office Trailer		
106				Sales Trailer		
107				Contents of Office Trailer		
108				Contents of Sales Trailer		
109	2020	John Deere	Sprayer	25 Gallon Spot Sprayer		
110	2020		Orchard Ladder	12' Aluminum Orchard Ladder 12'		
111				Tree Spade		
112				Nursery Carts X2 w/ Tree Bar		
113				Nursery Carts X8		
114				Simpson 300 PSI Pressure Washer	05208051414-P	
115		John Deere		48 Volt Generator w/ Charger	W04XZED002321	
116	2020	John Deere	HPX615E	HPE615E Gator 4x4	1V0615EAPUM030649	
117			50074	Welder	N810422N	
118	2020	AGSPRAY		100 Cycle Sprayer-came with the HPE615E Gator 4x4	7001422	
119		Honda		Water Pump	W820X-A	
120		Stith		Auger	527308411	
121		Stith		Auger	528459424	
122		John Deere	JD Bucket	12" Heavy Duty 1.5 CU. F. Bucket	4779	

I	H	I	J	K	L	M
1	Year	Make	Model	Description	Serial/VIN	License Plate
123	2021	John Deere	GATORXLV825M/ S4	GATOR 4 seater	1M0825MBEMM041468	
124				<b>Heavy Equipment</b>		
125	2006	TCM	806	Loader	HFKA400287522935	
126	2018	CAT	908M	Front End Loader with Bucket	QH8802539	
127	2018	CAT	908M	Front End Loader with Bucket	QH8802712	
128	2020	Toro	T1000N	Narrow Track Dingo	405556654	
129	2020	BDA		Mini tree Boom	79276	
130	2020	Toro	PN 2250	34" Bucket	403349600	
131	2020	Toro		Adj Fork Attachment	405586153	
132	2020	Toro		High Speed Trencher Head	405586153	
133	2020	Toro		Grapple Rake	319001100	
134		Briggs & Stratton		Pump on Tanker Trailer	1S11239843411	
135	2020	John Deere	3930 CU"	3025E Tractor	1LV3025EKL142986	
136	2020	John Deere		Bush Hog		
137				Forklift Forks X3		
138				Platform X1		
139				Tree Hook X3		
140				Augers X2 w/ 36" Bits		
141				Buckets X2		
142				Tree Hook X1		
143				Buckets X1		
144				Forklift Forks X2		
145				Buckets X1		
146				Tree Hook X2		
147	2020	John Deere	35G	Compact Excavator - Mini 6x	1FTD35GKALC290112	
148	2020		JD Bucket	14" HD 8 3 CU FT JD Bucket	PXBUS3C000811	
149						
150	2006	CAT 1M312-Mulch Hse	FDMB	Fecan FDMB Rotary/Flail Cutter Mulcher	DJP0312	
151	2020	John Deere	BD 112001	Blue Diamond Attachments Tree Boom HD	93546	
152	2020	John Deere	JD Forks	45" Standard Duty Forks	10EHP45004881	
153	2020	John Deere	JD Bucket	84" HD Const Bucket	17632	
154	2019	John Deere	333G	Compact Track LDR Base Skidsteer	1T0333GMCFL386758	
155				<b>Trailers</b>		
156						
157	1995	Reier	Trailer	48' Utility Box Trailer w/Reier	1UYV534885V4218602	Storage
158	1996	Open	Trailer	Freuhaf 53' Drop Deck w/Tree Bar	1H2P05329TW061501	23586G
159	1996	Open	Trailer	Freuhaf 53' Drop Deck w/Tree Bar	1H2P05329TW061503	23576G
160	2006	Enclosed	Trailer	Featherlite 20' Trailer	4FGA42020C096493	358TDX
161	2006	Open	Trailer	Anderson Trailer 10 Ton - Tree/anker	4YNBN25276C041662	ALCA01
162	2007	Open	Trailer	Anderson Trailer EQ8207TL 6 Ton	4YNBN2067C047543	ALCA02



# PINE LAKE SERVICES

## Equipment Asset List

	H	I	J	K	L	M
1	Year	Make	Model	Description	Serial/VIN	License Plate
163	2014	Open	Trailer	7x16 Open Trailer(6'10"x14')	5GLBU1423EC00281	QEYG11
164	2015	Dump	Trailer	6 Ton Dump Trailer(6'x12'x4')	5HVB01221GL123786	QEYG10
165	2015	Enclosed	Trailer	7x14 Enclosed Trailer	53FBE1422FF017903	QEYG08
166	2017	Enclosed	Trailer	7x16 Enclosed Trailer - Black Team	50XBE1629HA001830	QEYG09
167	2017	Open	Trailer	Anderson Trailer 10 Ton	4YNBN252HC083283	1UT521
168	2021	Open	Trailer	Triple Crown ATV717162G	1XNBE1627M1123360	
169	2021		Trailer	Premium Bigfoot Trailer	4B9BF242XNM163498	52ASWH
170	<b>Vehicles</b>					
171	2001	Sterling	Water Truck	Water Truck with Cannon	2FZA5AK31AG08586	MIQ97G
172	2005	International	Semi Truck	International 9200 Semi		MIQ94G
173	2011	Ford	F450	Flat Bed Landscape Body	1FD0W4GT9BED06251	AWPL74
174	2013	FRHT	White	Flat Bed Landscape Body	1FVACXD04DHFJ2545	MIP89P
175	2014	Jeep	Wrangler	SUV	1C4HJWEG1EL209276	KGA002
176	2015	Chevrolet	2500 Silverado	Irrigation Single Cab	1GC0CUEG5FZ533924	HMUD58
177	2017	Chevrolet	1500 Silverado	Irrigation Service	1GCRCNEHXH2342573	HMUD57
178	2017	Ford	F350	XL Crew Cab Diesel (Construction)	1FD8W3HT0HEC80028	JUVMD4
179	2018	Ford	F250	Truck 5D Gas	1FT7W2A63JEC53524	JUVMD3
180	2019	Isuzu	NPR-HD	Truck - Flat Bed Dovetail Landscape Body	54DC4J181KS806147	15AEDR
181	2019	Isuzu	NPR-HD	Gas Dump Truck Enhancement	54DC4J189KS809992	NQAU47
182	2020	Chevrolet	1500 Silverado	Crew Cab 2WD	1GCPWAEF1LZ144804	NRPJ94
183	2019	Isuzu	NPR-XD Crew	Flat Bed Landscape Body	54DC4J180KS809993	NYVV10
184	2021	Isuzu	NPR-XD Crew	Diesel Dump	JALC4J162M7K01081	NYNL40
185	2021	Chevrolet	Suburban	Michael/Janet	1GN5CGK6MR140949	PWRZ86
186	2020	Chevrolet	Silverado	Silverado 1500 Crew Cab	3GCPWCED8LG445290	PZNX24
187	2020	Chevrolet	Silverado	2500 Longbed Crew Cab	1GC4WNE79LF346908	PZNX25
188	2021	Chevrolet	2500	2500 HD Crew Cab standard bed	1GC4WME74MF122098	PZNX31
189	2021	Chevrolet	Silverado		1GCRWAEHXMZ151682	PZNX84
190	2020	Chevrolet	4500 LCF	4500 Knapheide 14' Landscape Body w/4'Dovetail	54DCD188LS801979	PZNX96
191	2021	Chevrolet	Silverado 1500	PU	3GCPWBHE6MG179217	QRXJ60
192	2020	Chevrolet	Silverado 1500-4x4	Truck	3GCUYDED4LG410507	30ACWE
193	2021	Chevrolet	Silverado 3500HD	Truck	1GB4YSE78MF197731	34AKAD
194	2021	Ford	UT	Bronco	3FMC9B96XMR80885	48AGFH
195	2021	Isuzu	NPR-HD-Crew	Truck	54DC4J1D0MS205350	



# PINE LAKE SERVICES

## RESULTS in the FIRST 90 DAYS!

Our Goal is to show a noticeable difference within the first 90 days on the job. Through our onsite inspections, property reviews and conversations with you and your team, together we will construct service, communication and action plans best suited for Parkway Center CDD. Listed here are tasks we will fulfill in the first 90 days based on priorities you have already identified.

### ✓ SHRUBS AND BEDS

- ✓ Remove weeds
- ✓ Prune selected shrubs
- ✓ Remove plants too close to tree trunks, crowding shrubs, and poor performing plants
- ✓ Apply insect and disease control to treatable diseased plant material
- ✓ Provide Design ideas and proposals for declining landscape areas

### ✓ TURF

- ✓ Apply broadleaf weed spray where necessary
- ✓ Apply pre-emergent weed spray to inhibit new weed growth
- ✓ Identify areas where turf needs replacement and propose

### ✓ SAFETY

- ✓ Trim plant material or trees hindering or blocking line of sight at intersections and monuments
- ✓ Identify tripping hazards in the turf and hardscape
- ✓ Identify drainage problems and propose solutions

### ✓ TREES

- ✓ Prune selected trees
- ✓ Establish tree rings as needed
- ✓ Identify hazard trees and propose immediate removal
- ✓ Identify trees with nutritional deficiencies and propose solutions

### ✓ COMMUNICATION

- ✓ Introduce the Account Manager and walk the site together
- ✓ Determine your communication preferences
- ✓ Build operational plans, maps and Gantt Charts
- ✓ Refine, test and re-test operational plans, then finalize for the crew. Communicate to customer

## Quality Inspections & Reports

At PLS we believe in inspecting what we expect!

Each month our management team will walk the property and inspect all aspects of your landscape. We will document our findings on a report similar to this one. Items on the report can range from an irrigation issue, to a pest control issue to an observed opportunity for an improvement. This will also add value to your team as we will constantly look for and report any safety hazard, we come across whether landscaping related or other.



# PINE LAKE SERVICES

## Parkway Center CDD Property Map

### Technical Approach

By breaking the property down into sections, we can ensure an even workload for our teams while maintaining the levels of service the community desires. This guarantees all areas of the neighborhood look their best each month.

## Parkway Center CDD Irrigation Management

### Technical Approach

The CDD has a well-established but somewhat aged Irrigation System. We will develop a systematic routine to ensure inspection and repairs of all zones. This will include a detailed monthly report, cleaning of filters, and proposal for all repairs discovered in the system. We have included a sample copy of our irrigation report, which is provided monthly.

 <b>Pine Lake Services</b> Monthly Irrigation Report										Qty:	Description:	Cost:	Total:
<b>JOB NAME:</b> _____ <b>Job Number:</b> _____ <b>Technician:</b> _____ <b>EST#:</b> _____ <b>Date:</b> _____ <b>Clock:</b> _____ <b>Check Rain Sensor:</b> Yes/No											General Labor	\$70.00 per hr	
											Technical Labor - mainline, electrical	\$80.00 per hr	
											Emergency, After hours, Overtime	\$75.00 per hr	
											6" pop-up spray (Installed)	\$30.00	
											12" pop-up spray (Installed)	\$45.00	
Zone:	Spray, Rotor, Drip	Run time:	Program:	Replace Nozzle	Replace Head	Broken Pipe	Valve not operating	Other:	Comments		6" rotor head (Installed)	\$45.00	
1											Broken shrub riser (Installed)	\$20.00	
2											Straighten, Lower or Raise Head	\$7.00	
3											Drip line breaks	\$7.00	
4											Replace clogged nozzle	\$7.00	
5											Replace MP Rotator Nozzle	\$14.00	
6											Add 6" pop-up w/ pipe within 10'	\$55.00	
7											Add rotor w/ pipe within 10'	\$75.00	
8											Add bubbler within 10'	\$50.00	
9											Relocate head within 5'	\$40.00	
10											Replace solenoid	\$50.00	
11											Replace 1" valve (Installed)	\$285.00	
12											Replace 1.5" valve (Installed)	\$420.00	
13											Replace 2" valve (Installed)	\$480.00	
14											Repair 1/2" to 3/4" lateral line	\$55.00	
15											Repair 1" to 1 1/4" lateral line	\$65.00	
16											Repair 1 1/2" to 2" lateral line	\$130.00	
17											Wireless rain/freeze sensor	\$165.00	
18											Wired in rain/freeze sensor	\$125.00	
19											Rectangular valve box	\$70.00	
20											10" round valve box	\$50.00	
21											Maxi jet stakes, with nozzle	\$25.00	
22											MISC:	\$	
23											MISC:	\$	
24													

Start Times:	Run Days:	M T W R F S S M T W R F S S M T W R F S S M T W R F S S	Total: \$
A: _____			
B: _____			
C: _____			
D: _____			

Customer Approval:	Date:
_____	_____









RFP, Price  
&  
Reinvestment  
Certificate



# **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 Inframark office no later than 4:00 pm April 17, 2023



## 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 -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.

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



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-P<sub>2</sub>O<sub>5</sub>-K<sub>2</sub>O content) of 8N-2P<sub>2</sub>O<sub>5</sub>-12K<sub>2</sub>O +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'	18" 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 work 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 ensure 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 their 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.



#### P. Dog Stations

Dog stations are to be serviced weekly with the contractor providing the bags.



# PINE LAKE SERVICES

## Pine Lake Services Pricing:

### Fixed Payment Services

Description	Frequency	Cost per Occ.	Annual Cost
<b>Contract Services</b>			
General Maintenance	52	\$2,900.00	\$150,800.00
Irrigation Inspection	12	\$380.00	\$4,560.00
Fertilizer and Pest Control	12	\$4,000.00	\$48,000.00
Mulch Application	1	\$16,500.00	\$16,500.00
Palm Pruning	1	\$9,125.00	\$9,125.00
Summer Color	1	\$1,219.00	\$1,219.00
Spring Color	1	\$1,219.00	\$1,219.00
Winter Color	1	\$1,219.00	\$1,219.00
Fall Color	1	\$1,219.00	\$1,219.00
<b>Annual Maintenance Price</b>			<b>\$233,861.00</b>

### Payment Schedule

Schedule	Price	Sales Tax	Total Price
June	\$19,488.42	\$0.00	\$19,488.42
July	\$19,488.42	\$0.00	\$19,488.42
August	\$19,488.42	\$0.00	\$19,488.42
September	\$19,488.42	\$0.00	\$19,488.42
October	\$19,488.42	\$0.00	\$19,488.42
November	\$19,488.41	\$0.00	\$19,488.41
December	\$19,488.42	\$0.00	\$19,488.42
January	\$19,488.41	\$0.00	\$19,488.41
February	\$19,488.42	\$0.00	\$19,488.42
March	\$19,488.41	\$0.00	\$19,488.41
April	\$19,488.42	\$0.00	\$19,488.42
May	\$19,488.41	\$0.00	\$19,488.41
	<b>\$233,861.00</b>	<b>\$0.00</b>	<b>\$233,861.00</b>



# PINE LAKE SERVICES



PINE LAKE  
SERVICES

## Pine Lake Services Reinvestment Plan Certificate

In the amount of

**\$10,000.00\***

to

**Parkway Center CDD**

You may apply the reinvestment bonus to any landscape project of your choosing (in partial or complete) when you sign  
a new landscape maintenance contract with Pine Lake Services.  
We look forward to working with you!

Date:

Signature

\*This gift certificate can be used for any landscape enhancement project that is proposed by a PLS representative and approved by a representative for the client. The chosen project must be performed by PLS and it is contingent upon the execution and signing of a minimum of a one-year landscape maintenance contract with PLS. This certificate is not redeemable for cash, and it is not redeemable in the event the client cancels their landscape maintenance contract with Pine Lake Services.





## Hurricane Plan





Pine Lake Services  
2122 Henley Road  
Lutz, Florida 33558  
(813) 948-4736

April 17, 2023

Dear Parkway Center CDD Board of Directors,

There is a possibility that you or your property will be affected by a major storm this season. Please be aware that Pine Lake Services, has a response action plan to address the landscape needs of our customers. We are preparing now to effectively respond to any landscape damages left behind by a potential storm.

Please make an appointment with your account manager to schedule a property assessment to identify any hazards or potential risks that could exist. A small amount of maintenance can prevent much more damage in the unfortunate event we are in the path of a large storm.

If a named storm is predicted to make landfall at or near your site, your account manager will also provide documentation and approval forms granting us permission to immediately service and address your property should the need arise. With your agreement, our staff will initially canvas every property that Pine Lake provides landscape maintenance services to and then will dispatch to pre-authorized/approved customers a clean-up team based on the following priorities:

- 1<sup>st</sup> Objective - Clearing vehicle access to allow emergency personnel access to your property.
- 2<sup>nd</sup> Objective - Clearing debris from structural dwellings/ vehicles that may pose immediate risk or danger.
- 3<sup>rd</sup> Objective - Remove hazardous/damaged limbs remaining in trees versus on the ground.
- 4<sup>th</sup> Objective - Re-planting plant material that may have chance of surviving if root balls can be planted and watered in very soon.

As a company, we will be prepared to mobilize additional Pine Lake Services resources from our extensive sub-contractor if needed to help expedite clean-up response efforts.

Once the priorities detailed above have been met, we will address chipping and removing tree limbs left on the ground from initial clearing efforts as well as removal of root balls and large wood trunks or branches remaining on properties. The final phase would include restoration of damages or losses resulting from the storm and associated clean-up. We would anticipate a return to expected maintenance operations the following week for all but the most severely impacted properties.

We encourage you to be as prepared as you can to help assure a timely and effective response should we suffer an unfortunate event.

Sincerely,

Your Pine Lake Services Management



**LANDSCAPE & IRRIGATION MAINTENANCE SERVICES**

**FOR**

***Parkway Center  
Community Development District***

**PREPARED BY:**



**5532 AULD LANE  
HOLIDAY, FL 34690  
April 17, 2023**

**SUBMITTED BY:  
DAVID LUCADANO, PRESIDENT/OWNER**





**PARKWAY CENTER CDD**  
**Pricing for Landscape & Irrigation Service**  
**April 17, 2023**

**RedTree Landscape Systems, LLC proposes to provide landscape maintenance services for Parkway Center CDD in accordance with the specifications that were provided to us on March 24, 2023. Such specifications are also attached to this proposal.**

**The cost to provide the landscape maintenance services as outlined in the provided specifications, are as follows:**

- **1<sup>st</sup> year - \$19,200.00 monthly / \$230,400.00 annually.**
- **2<sup>nd</sup> year - \$19,775.00 monthly / \$237,300.00 annually.**
- **3<sup>rd</sup> year - \$20,370.00 monthly / \$244,400.00 annually.**





## **CONTRACTOR QUALIFICATION STATEMENT**

**Requirements to submit a proposal from the bid notice published in Tampa Bay Times on March 22, 2023**

- 1. Be authorized to do business in Florida and hold all required state and federal licenses in good standing.**
  - a. Please see attached a copy of our corporate filing from Sunbiz.org along with copies of licenses and certifications pertinent to this proposal.**
  
- 2. Have at least (5) years of experience with landscape and irrigation maintenance projects.**
  - a. RedTree Landscape Systems filed with the State of Florida as an LLC in 2017 (see attached filing report) and exceeds the minimum (5) years experience with landscape and irrigation maintenance projects.**
  - b. The owners (Peter and David Lucadano) of RedTree Landscape Systems, LLC possess over 40 years experience each in the commercial landscape and irrigation industry.**
  
- 3. Attend the mandatory pre-proposal meeting.**
  - a. David Lucadano attended the mandatory pre-proposal meeting on March 30, 2023.**





[Department of State](#) / [Division of Corporations](#) / [Search Records](#) / [Search by Entity Name](#) /

## Detail by Entity Name

Florida Limited Liability Company  
REDTREE LANDSCAPE SYSTEMS LLC

### Filing Information

**Document Number** L17000248407  
**FE/EIN Number** 82-3591450  
**Date Filed** 12/05/2017  
**State** FL  
**Status** ACTIVE

### Principal Address

5532 AULD LANE  
HOLIDAY, FL 34690

Changed: 02/04/2019

### Mailing Address

5532 AULD LANE  
HOLIDAY, FL 34690

Changed: 02/04/2019

### Registered Agent Name & Address

LUCADANO, PETER  
5532 AULD LANE  
HOLIDAY, FL 34690

Address Changed: 02/07/2019

### Authorized Person(s) Detail

#### **Name & Address**

Title CEO

LUCADANO, PETER  
5532 AULD LANE  
HOLIDAY, FL 34690

### Annual Reports



Report Year	Filed Date
2021	02/22/2021
2022	01/26/2022
2023	02/15/2023

#### **Document Images**

<a href="#"><u>02/15/2023 – ANNUAL REPORT</u></a>	<a href="#">View image in PDF format</a>
<a href="#"><u>01/26/2022 – ANNUAL REPORT</u></a>	<a href="#">View image in PDF format</a>
<a href="#"><u>02/22/2021 – ANNUAL REPORT</u></a>	<a href="#">View image in PDF format</a>
<a href="#"><u>01/15/2020 – ANNUAL REPORT</u></a>	<a href="#">View image in PDF format</a>
<a href="#"><u>02/07/2019 – ANNUAL REPORT</u></a>	<a href="#">View image in PDF format</a>
<a href="#"><u>01/08/2018 – ANNUAL REPORT</u></a>	<a href="#">View image in PDF format</a>
<a href="#"><u>12/05/2017 – Florida Limited Liability</u></a>	<a href="#">View image in PDF format</a>





## ***Parkway Community Development District***

### **COMPANY HISTORY**

David and Peter Lucadano (owners of RedTree Landscape Systems) have served Florida's Green Industry for over forty years respectively. Formerly known as "The Luke Brothers," David and Peter built one of the largest landscape contracting firms in the United States (*Luke Brothers Landscape Services* was rated one of the America's Top 100 Largest Landscape Firms by *Lawn & Landscape Magazine*). After building their *Luke Brothers Landscape Services*, the brothers received a lucrative offer to sell their company to a national firm.

Due to their credentials and experience in the industry, David and Peter have operated as industry consultants for the past several years after selling their landscape company. However, their deep love of the Green Industry and their ability to lead led them to resume their partnership and create *RedTree Landscape Systems* several years ago. *RedTree Landscape Systems* continues the long legacy of serving the Tampa Bay Area Green Industry by providing the "best of the best" employees who worked for the brothers for many years. By implementing the systems that were proven to be successful and effective on large-scale community association properties, the *RedTree Landscape Systems* team has successfully built a strong clientele and a stellar local reputation for performance.





**The New Standard in Landscape Maintenance**

**1.888.RED.TREE**

www.redtreelandscapesystems.com  
5532 Auld Lane, Holiday FL 34690

## **CLIENT REFERENCES**

### **1. ASTURIA CDD**

- *Located in Odessa, FL*
- *Contact is Tish Dobson – District Manager*
- *Phone: (321) 263-0132 x 285*
- *E-Mail: [Tdobson@dpfgmc.com](mailto:Tdobson@dpfgmc.com)*

### **2. LONG LAKE RANCH CDD**

- *Located in Lutz, FL*
- *Contact is Tish Dobson – District Manager*
- *Phone: (321) 263-0132 x 285*
- *E-Mail: [Tdobson@dpfgmc.com](mailto:Tdobson@dpfgmc.com)*

### **3. TALAVERA CDD**

- *Located in Spring Hill, FL*
- *Contact is Jason Liggett*
- *Phone: (813) 933-5571 x 5763*
- *E-Mail: [jliggett@rizzetta.com](mailto:jliggett@rizzetta.com)*

### **4. LAKESIDE CDD**

- *Located in Hudson, FL*
- *Contact is Sean Craft*
- *Phone: (813) 995-2437*
- *E-Mail: [scraft@rizzetta.com](mailto:scraft@rizzetta.com)*

### **5. PRESERVE AT WILDERNESS LAKE CDD**

- *Located in Land O'Lakes, FL*
- *Large-scale community common areas and amenities*
- *Contact is Tom Picciano, Horticulture Inspector*
- *Phone: (727) 505-1532*
- *E-Mail: [tom@psagrounds](mailto:tom@psagrounds)*

**Proposal submitted by David Lucadano – President / Owner**  
**[daveluke@redtreelandscape.systems](mailto:daveluke@redtreelandscape.systems) / Cell phone: (727) 919-3913**





## **PARKWAY CENTER CDD NARRATIVE DESCRIPTION & OPERATIONAL PLAN**

All administration, landscape operations, and staging for this contract, will be based out of our satellite location as follows:

**5532 Auld Lane  
Holiday, FL 34690**

Our corporate headquarters are owned by David and Peter Lucadano under the name Depco Visions LLC.




- Located at 5532 Auld Lane, Holiday, FL 34690.
- 17-acre facility with on-site green waste disposal and recycling center.
- Over 20,000 sq. ft. of office and warehouse space.
- Tour of our facility is available by appointment

Crews will leave from our satellite location each morning and arrive at Parkway Center at approximately 8:00AM and work on property until 3:30 PM.

Prior to leaving our base of operations each morning, each crew will partake in the following:

- Weekly safety meetings
- Pre-job prep and safety inspection to check all equipment, vehicles, and supplies.
- Fueling up of all equipment and vehicles.
- Loading up vehicles with ice, water, and supplies.
- Review plans, maps, and work orders for each designated section and scope of services.
- Sharpen and sterilize all mower and hedge trimmer cutting blades, chainsaw blades, and pruner blades.
- Clean vehicles and equipment.
- Dump and dispose of green waste debris from previous day's work.



<p><b>Project Manager:</b></p> <p>Benjamin Garland</p> <p><b>After Hours Contact (727) 810-4253</b></p> <p>Roles: Oversee entire scope of services to ensure contract compliance, monitor quality, support crews, and communicate with clients at all levels.</p>	
<p><b>Assistant Project Managers:</b></p> <p>David Lucadano <b>After Hours Contact (727) 919-3913</b></p> <p>Peter Lucadano <b>After Hours Contact (727) 919-3915</b></p> <p>To serve as an assistant, mentor and back up to Project Manager.</p>	
<p><b>Field Supervisor:</b></p> <p>John Burkett</p> <p><b>Contact (727) 267-2059</b></p> <p>Responsible for overall daily operations, scheduling, and communications with all the crews and client, and inspection of overall property at the field level.</p>	



## **OPERATIONS:**

Property will be broken up into different sections and identified on a site-map. Each section will be represented by a different number (section number) and color code.

### **GENERAL SERVICES GROUNDS MAINTENANCE – MOWING (INCLUDING RETENTION PONDS):**

The (3) ground maintenance (mowing crews) will consist of one (1) working crew supervisor and (5) additional crew members. Crew Supervisor will be identified distinctly in a full company uniform labeled with company name and personal name of supervisor. Crew members will be uniformed with company branded dry-fit shirts that are safety-yellow in color.

Company resources include:

- (28) Ford F-450 dump trucks with large debris holding capacity
- (21) Specialty trucks ranging F-250 Irrigation trucks, Mack Truck watering specialty vehicles to pest control tanker trucks.
- (31) Enclosed & open trailers
- (42) Riding mulch-deck 60" or 72" John Deere ZTR mowers – Largest engines possible with high HP for high-speed mowing.
- (56) Walk-behind mulch-deck mower 52" or 60" with Velke – Largest engines possible with high HP for high-speed mowing.
- (6) Walk-behind 34" mulching mower
- (200+) String Trimmers
- (200+) Edgers
- (150+) Backpack blowers
- (4) Hurricane street blowers
- (55) Hand blowers
- (125+) Extended hedge trimmers
- (85+) Chainsaws
- (40+) Power pruners
- (300+) Backpack sprayers 4G
- Ladders
- Assorted hand tools, rakes, pruners, shovels, etc.
- Debris barrels & trash bags
- Rolling stock of repair tools and supplies for equipment and Landscape operations
- Fuels/Oils
- Pesticides for weed control and Fire ants
- Large cooler of ice and water
- First Aid Kit
- Safety cone



**Additional support crews (labor, equipment & vehicles) are available to assure that mowing operations are performed according to schedule.**



### **GENERAL SERVICES GROUNDS MAINTENANCE – DETAILING:**

Each grounds maintenance crew will consist of one (1) working crew supervisor and (5-6) additional crew members. Crew supervisor will be identified distinctly in a full company uniform labeled with company name and personal name of supervisor. Crew members will be uniformed with company branded dry-fit shirts that are safety-yellow in color. All detail crew members will be equipped with hand-pruners and sheathes to properly hand prune plants in order to assure proper health, development, and sustainability of plants.

During each mowing visit, the “detailing” objective will be to prune and weed 50% of the planter beds on property. Using this method, the property will be pruned and weeded a total of (2) times per month during the growing season months and (1) time per month during the dormant season.



### **TURF/TREE/SHRUB CARE**

Each Horticultural crew will consist of (1) working lead Horticulturist/Pest Control Applicator. Lead Horticulturist identified distinctly in a full company uniform labeled with company name and personal name of supervisor.

Each Horticultural crew will be equipped with the following:

- Isuzu flatbed spray truck with 400-500G spray tank
- John Deere Gator with 150G spray tank
- 16' enclosed trailer
- (2) Bumblebee spreader & sprayer applicator
- (6) Hand spreaders
- (8) Backpack sprayers 4G
- (2) Backpack blowers
- Pesticide for IPM & Applications
- Fertilizer for applications
- Spill kits
- Pesticide application stakes & signs
- Safety cones
- Respirators
- Boots & other safety attire





## IRRIGATION

Irrigation crew will consist of one (1) working lead technician and (1) assistant technician. Lead technician will be identified directly in a full company uniform and different color labeled with company name and personal name of supervisor. Assistant will be uniformed with company branded dry-fit shirts that are safety-yellow in color.

Irrigation crew will be equipped with the following:

- Ford Transit Van (to store a decent array of fast moving parts)
- John Deere Gator Utility vehicle
- Vermeer trencher when needed
- Appropriate controller remotes
- Wire tracker
- Tools & supplies
- Rolling stock of irrigation parts, wire, fittings, etc.
- Safety cones
- Safety kit
- Cooler of ice & water
- Irrigation flags

Additional support crews, technicians, helpers, equipment, vehicles, parts, and supplies are available and will be brought in to assist with project when needed.

## PALM TRIMMING – ARBOR-CARE CREW

Our ISA Certified Arborists, climbers, and ground-crews will perform the annual palm pruning and structural pruning requirements of the contract.

Each crew is equipped with a chip/dump truck, chipper shredder, portable aerial lift with 60' reach, chainsaws, and multiple types of pruning tools and ladders. Company uniforms and no sub-contracting.

The Arbor-Care crews are available to handle any type of tree work such as removals, pruning, and stump-grinding.





## **ADMINISTRATION, OFFICE, SUPPORT**

Our fully staffed office based in Holiday Florida will assist with the ongoing management and operations of landscape service to your property.

We utilize the Maxpanda software program for client/resident work orders and requests.

## **MONTHLY LANDSCAPE INSPECTION**

RedTree Landscape Systems will participate in the monthly landscape inspections and provide the following:



- (1) John Deere Gator Utility Vehicle – 4 seaters
- Account Manager participation
- Field Supervisor participation – when available
- An owner of our firm – when available



# 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.

2023

Expires September 30th

ACCOUNT #: 105879

SIC CODE: 0781.01

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

TYPE OF BUSINESS  
LANDSCAPING SERVICE  
STATE LICENSE #

OWNER/QUALIFYING AGENT  
LUCADANO PETER

LOCATION ADDRESS:  
6532 AULD LANE  
HOLIDAY, FL 34680

REDTREE LANDSCAPE SYSTEMS LLC

6532 AULD LANE  
HOLIDAY, FL 34680

DATE	RECEIPT	AMOUNT
07/25/2022	22-1-112129	70.00

Dear Business Owner:

Your 2023 Pasco County Business Tax Receipt is printed above. Please detach the receipt and display it in a place that is visible to the public and available for inspection.

The Pasco County Business Tax Receipt is in addition to any other license or certificate that may be required by law and does not signify compliance with zoning, health, or regulatory requirements. The Pasco County Business Tax Receipt is non-regulatory and is not meant to be a certification of the holder's ability to perform the service for which it is registered.

Business Tax Receipts expire September 30th. Annual renewals are mailed in June to the address of record at that time. Please contact our office if there are any changes to your business name, ownership, physical address, or closing of your business.

*Thank you for allowing us to serve you!*

MIKE FASANO  
PASCO COUNTY TAX COLLECTOR

EAST PASCO GOVERNMENT CENTER  
DADE CITY

WEST PASCO GOVERNMENT CENTER  
NEW PORT RICHEY

TAX COLLECTOR BUILDING  
GULF HARBORS

CENTRAL PASCO GOVERNMENT CENTER  
LAND O' LAKES

COMPARK 75 BUSINESS PARK  
WESLEY CHAPEL

CALL CENTER: MONDAY - FRIDAY 8:30 AM - 5:00 PM (352) 521-4338 • (727) 847-8032 • (813) 235-6076



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

Date: April 26, 2022

THE PEST CONTROL COMPANY FIRM NAMED BELOW HAS  
REGISTERED UNDER THE PROVISIONS OF CHAPTER 402 FOR THE  
PERIOD EXPIRING May 31, 2023

AT

3532 AULD LANE  
HOLIDAY, FL 34690

REDTREE LANDSCAPE CO. INC.  
3532 AULD LANE  
HOLIDAY, FL 34690

*Nicole Fried*  
NICOLE "NIKI" FRIED, COMMISSIONER



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

REDTREE LANDSCAPE CO. INC.  
3532 AULD LANE  
PEST CONTROL COMPANY FIRM

3532 AULD LANE  
HOLIDAY, FL 34690

FOR THE PERIOD  
EXPIRING May 31, 2023

*Nicole Fried* Signature  
COMMISSIONER



Wallet Card - Fold Here

BUREAU OF LICENSING & ENFORCEMENT  
3125 CONNER BLVD, BLDG. 8  
TALLAHASSEE, FLORIDA 32399-1650



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

Date  
April 23, 2022

File No.  
JF132079

Expires  
June 1, 2023

THE CERTIFIED PEST CONTROL OPERATOR NAMED BELOW HAS  
REGISTERED UNDER THE PROVISIONS OF CHAPTER 482 FOR THE  
PERIOD EXPIRING: June 1, 2023

PETER LUCADANO  
5532 AULD LANE  
HOLIDAY, FL 34690

Lawn and Ornamental

*Nicole "Nikki" Fried*  
NICOLE "NIKKI" FRIED, COMMISSIONER

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

PETER LUCADANO  
CERTIFIED PEST CONTROL OPERATOR

JF132079

HAS PAID THE FEE REQUIRED BY CHAPTER 482 FOR THE PERIOD  
EXPIRING June 1, 2023

*Nicole "Nikki" Fried* Signature  
COMMISSIONER

Wallet Card  
Wallet Card - Fold Here

BUREAU OF LICENSING & ENFORCEMENT  
3125 CONNER BLVD, BLDG. 8  
TALLAHASSEE, FLORIDA 32399-1650



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

Date  
April 20, 2021

File No.  
LF203707

Expires  
April 22, 2025

THE LTD COMMERCIAL FERTILIZER APPLICATOR HOLDER  
NAMED BELOW HAS REGISTERED UNDER THE PROVISIONS OF  
CHAPTER 482 FOR THE PERIOD EXPIRING: April 22, 2025

PETER LUCADANO  
5532 AULD LANE  
HOLIDAY, FL 34690

*Nicole Fried*  
NICOLE "NIKKI" FRIED, COMMISSIONER

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

PETER LUCADANO  
LTD COMMERCIAL FERTILIZER APPLICATOR HOLDER

LF203707

HAS PAID THE FEE REQUIRED BY CHAPTER 482 FOR THE PERIOD  
EXPIRING April 22, 2025

*Nicole Fried* Signature  
COMMISSIONER

Wallet Card  
Wallet Card - Fold Here

BUREAU OF LICENSING & ENFORCEMENT  
3125 CONNER BLVD, BLDG. 8  
TALLAHASSEE, FLORIDA 32399-1650



**PASCO COUNTY  
BUILDING CONSTRUCTION SERVICES DEPT.  
CONTRACTOR LICENSING  
CERTIFICATE OF COMPETENCY CARD**

C.C. # LSS-08912  
Name: PETER LUCADANO  
Contractor Type: PC Irrigation  
Business Name: REDTREE LANDSCAPE  
SYSTEMS LLC

  
Open Spaces. Vibrant Places.

**HAVING MET THE COMPETENCY REQUIREMENTS FOR THE  
LICENSE TERM EXPIRING 09/30/2024**

\_\_\_\_\_  
Signature

**THIS SHOULD BE KEPT IN YOUR WALLET.**

**NOTE TO CONTRACTOR:**

IT SHALL BE THE RESPONSIBILITY OF THE  
LICENSEE TO KEEP ALL INSURANCE, BONDS,  
ADDRESSES AND PHONE NUMBERS  
CURRENT.

PLEASE CONTACT PASCO COUNTY LICENSING  
TO UPDATE AT:

[Contractorlicensing@pascocountyfl.net](mailto:Contractorlicensing@pascocountyfl.net)


727-847-8009

Compliance with Pasco County Code 18, Article 4, Section 18-69 for  
Vehicle Identification is required

THE PLACARD BELOW MUST BE DISPLAYED IN YOUR PLACE OF BUSINESS.

PLEASE CUT ON THE DOTTED LINE

**PASCO COUNTY  
BUILDING CONSTRUCTION SERVICES DEPT.  
CONTRACTOR LICENSING**

  
OPEN SPACES. VIBRANT PLACES.

C.C. # LSS-08912  
Name: PETER LUCADANO  
Contractor Type: PC Irrigation  
Business Name: REDTREE LANDSCAPE SYSTEMS LLC  
5532 AULD LANE, HOLIDAY, FL 34690

**UNDER SECTION 18 PASCO COUNTY CODE CHAPTER 18, ARTICLE 4, HAS  
MET THE PROVISIONS FOR A CERTIFICATE OF COMPETENCY  
EXPIRING 09/30/2024**

09/20/2022  
DATE






The Florida Nursery, Growers & Landscape Association  
*Confers on*

**Peter Lucadano**  
**H05549**

*The Title of*  
**FNGLA Certified Horticulture Professional (FCHP)**

Expiration Date: 12/31/2024  
Certified Since: 12/10/2003

  
Martin Hackney, FNGLA President

  
Merry Mott, FNGLA Certification Director





# Department of Environmental Protection

2600 Blair Stone Road, M.S. 3510  
Tallahassee, Florida 32399-2400

**UF IFAS**  
UNIVERSITY of FLORIDA

GI-BMP Trainee ID: GV3548  
Certification date: 10/21/2008

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 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 after January 1, 2014. 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://aesecomm.freshfromflorida.com>. The certificate number from this document is required to apply for Fertilizer Applicator Certification. For assistance contact: The Bureau of Entomology and Pest Control, (850) 617-7997

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

Test Score: 95%

Peter Lucadano  
RedTree Landscape Systems  
5532 Auld Ln  
Holiday, FL 34690

State of Florida  
DEPARTMENT OF  
ENVIRONMENTAL PROTECTION

Peter Lucadano

GV3548-1

GV3548

Certificate #

Trainee ID #

GREEN INDUSTRIES BEST MANAGEMENT PRACTICES  
TRAINING PROGRAM



GV3548-1

Certificate #

GV3548

Trainee ID #

## Certificate of Training Best Management Practices of Florida Green Industries

Peter Lucadano

**UF IFAS**  
UNIVERSITY of FLORIDA

has successfully met all requirements necessary to be fully trained through the Green Industries Best Management Practices Program developed by the Florida Department of Environmental Protection with the University of Florida Institute of Food and Agricultural Sciences.

Issuer

D. Rainey  
Instructor

10/21/2008  
Date of Class

DEP Program Administrator

Not valid without seal



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

Date  
May 6, 2022

File No.  
JF118508

Expires  
June 1, 2023

THE CERTIFIED PEST CONTROL OPERATOR NAMED BELOW HAS  
REGISTERED UNDER THE PROVISIONS OF CHAPTER 482 FOR THE  
PERIOD EXPIRING: June 1, 2023

DAVID JOHN LUCADANO  
5532 AULD LANE  
HOLIDAY, FL 34690

Lawn and Ornamental

*Nicole Fried*  
NICOLE "NIKKI" FRIED, COMMISSIONER

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

DAVID JOHN LUCADANO  
CERTIFIED PEST CONTROL OPERATOR

JF118508

HAS PAID THE FEE REQUIRED BY CHAPTER 482 FOR THE PERIOD  
EXPIRING June 1, 2023

*Nicole Fried* Signature  
COMMISSIONER

Wallet Card  
Wallet Card - Fold Here

BUREAU OF LICENSING & ENFORCEMENT  
3125 CONNER BLVD, BLDG. 8  
TALLAHASSEE, FLORIDA 32399-1650

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Congratulations on successfully completing the Florida Green Industries Best Management Practices Training Program. We greatly appreciate your participation in and successful completion of this course. We hope that it has helped you to better understand Florida's nonpoint source pollution problems and the importance of proper design, construction, irrigation, fertilization, pest control, and maintenance of lawns and landscapes, in order to assure minimal adverse environmental effects while achieving customer expectations.

Attached you will find your numbered certificate and wallet card. Please let me know if there are any errors in the certificate or card, or in the grading of your exam. If we can be of further assistance, please do not hesitate to contact Dr. Trenholm at 352/392-1831x374 or via email: [lett@ufl.edu](mailto:lett@ufl.edu).

David Lucadano  
10020 Living Word Ct  
New Port Richey, FL 34654

State of Florida  
DEPARTMENT OF  
ENVIRONMENTAL PROTECTION

David Lucadano

GV4001-1  GV4001  
Certificate Trainee ID #  
GREEN INDUSTRIES BEST MANAGEMENT PRACTICES  
TRAINING PROGRAM








The Florida Nursery, Growers & Landscape Association  
*Confers on*

**David Lucadano**  
**C00200**

*The Title of*  
**FNGLA Certified Landscape Contractor (FCLC)**

Expiration Date: 12/31/2024  
Certified Since: 11/7/2001

  
Martin Hackney, FNGLA President

  
Merry Mott, FNGLA Certification Director





The Florida Nursery, Growers & Landscape Association  
*Confers on*

**David Lucadano**  
**H05548**

*The Title of*  
**FNGLA Certified Horticulture Professional (FCHP)**

Expiration Date: 12/31/2024  
Certified Since: 12/10/2003

  
Martin Hackney, FNGLA President

  
Merry Mott, FNGLA Certification Director





**Kevin Smith**  
FIRST NAME, LAST NAME

OF

**Red Tree Landscape Systems**  
COMPANY

Having demonstrated an understanding of drainage principles and practices and  
through a satisfactory evaluation of presented material is hereby certified as a

# PROFESSIONAL DRAINAGE CONTRACTOR

Issued on: **6/11/2022**

MM/DD/YYYY



VALID FOR TWO YEARS FROM DATE OF ISSUANCE.

MICHAEL SCHREIBER PLA, ASLA  
STORMWATER PRODUCT MANAGER





# Department of Environmental Protection

2800 Blair Stone Road, M.S. 3510  
Tallahassee, Florida 32399-2400

**UF IFAS**  
UNIVERSITY of FLORIDA

GI-BMP Trainee ID: **GV909406**  
Certification date: **2/6/2019**

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 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 after January 1, 2014. 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://aesecomm.freshfromflorida.com>. The certificate number from this document is required to apply for Fertilizer Applicator Certification. For assistance contact: The Bureau of Entomology and Pest Control, (850) 617-7997

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

**Test Score: 95%**

Kevin L. Smith  
Southeast Dream Scapes LLC  
6546 W Meadow St  
Homosassa, FL 34446

State of Florida  
DEPARTMENT OF  
ENVIRONMENTAL PROTECTION

Kevin L. Smith

GV909406-1

Certificate #

GV909406

Trainee ID #

GREEN INDUSTRIES BEST MANAGEMENT PRACTICES  
TRAINING PROGRAM





**ACORD**<sup>TM</sup>**CERTIFICATE OF LIABILITY INSURANCE**

DATE (MM/DD/YYYY)

4/14/2023

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 any rights to the certificate holder in lieu of such endorsement(s).

<b>PRODUCER</b> <b>McGriff Insurance Services</b> <b>12485 28th Street N 3rd Floor</b> <b>St Petersburg, FL 33716</b> <b>727-823-5551</b>	<b>CONTACT NAME:</b> Denise Carpenter <b>PHONE (A/C, No, Ext):</b> 727-823-5551 <b>E-MAIL ADDRESS:</b> Denise.Carpenter@mcgriff.com		<b>FAX (A/C, No):</b> 727-894-3339													
	<table border="1"> <thead> <tr> <th>INSURER(S) AFFORDING COVERAGE</th> <th>NAIC #</th> </tr> </thead> <tbody> <tr> <td>INSURER A : Greenwich Insurance Company</td> <td>22322</td> </tr> <tr> <td>INSURER B : RetailFirst Insurance Company</td> <td>10700</td> </tr> <tr> <td>INSURER C : Auto Owners Insurance</td> <td>18988</td> </tr> <tr> <td>INSURER D :</td> <td></td> </tr> <tr> <td>INSURER E :</td> <td></td> </tr> <tr> <td>INSURER F :</td> <td></td> </tr> </tbody> </table>			INSURER(S) AFFORDING COVERAGE	NAIC #	INSURER A : Greenwich Insurance Company	22322	INSURER B : RetailFirst Insurance Company	10700	INSURER C : Auto Owners Insurance	18988	INSURER D :		INSURER E :		INSURER F :
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INSURER E :																
INSURER F :																

**INSURED**  
**Redtree Landscape Systems, LLC**  
**5532 Auld Lane**  
**Holiday, FL 34690**

**COVERAGES****CERTIFICATE NUMBER:****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.

INSR LTR	TYPE OF INSURANCE	ADDL SUBR INSR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	<input checked="" type="checkbox"/> <b>COMMERCIAL GENERAL LIABILITY</b> <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR <input checked="" type="checkbox"/> <b>PD Ded:1,000</b> GEN'L AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input type="checkbox"/> PROJECT <input type="checkbox"/> LOC OTHER:		NPC100378903	04/01/2023	04/01/2024	EACH OCCURRENCE \$1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$300,000 MED EXP (Any one person) \$5,000 PERSONAL & ADV INJURY \$1,000,000 GENERAL AGGREGATE \$2,000,000 PRODUCTS - COMP/OP AGG \$2,000,000 \$
C	<b>AUTOMOBILE LIABILITY</b> <input checked="" type="checkbox"/> ANY AUTO OWNED AUTOS ONLY <input checked="" type="checkbox"/> HIRED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS NON-OWNED AUTOS ONLY		52265505	04/01/2023	04/01/2024	COMBINED SINGLE LIMIT (Ea accident) \$1,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ \$
A	<input checked="" type="checkbox"/> <b>UMBRELLA LIAB</b> <input checked="" type="checkbox"/> OCCUR <input type="checkbox"/> EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE DED RETENTION \$		NEC-6006968-01	08/10/2023	04/01/2024	EACH OCCURRENCE \$1,000,000 AGGREGATE \$1,000,000 Products Agg \$1,000,000
B	<b>WORKERS COMPENSATION AND EMPLOYERS' LIABILITY</b> ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? <input checked="" type="checkbox"/> Y <input type="checkbox"/> N (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	N/A	520-56705	10/05/2022	10/05/2023	<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
A	<b>Leased/Rented Equipment</b>		NPC100378903 NPC100378903	04/01/2023 04/01/2023	04/01/2024 04/01/2024	\$75,000 Limit \$595,861 Limit \$2,500 Deductible

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)  
 5532 Auld Lane, Holiday, FL 34690

**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



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# Request for Taxpayer Identification Number and Certification

► Go to [www.irs.gov/FormW9](http://www.irs.gov/FormW9) for instructions and the latest information.

Give Form to the  
requester. Do not  
send to the IRS.

1 Name (as shown on your income tax return). Name is required on this line; do not leave this line blank.

RedTree Landscape Systems, LLC

2 Business name/disregarded entity name, if different from above

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.

☐ Individual/sole proprietor or single-member LLC ☐ C Corporation ☒ S Corporation ☐ Partnership ☐ Trust/estate

☒ Limited liability company. Enter the tax classification (C=C corporation, S=S corporation, P=Partnership) ►

**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.

☐ Other (see instructions) ►

4 Exemptions (codes apply only to certain entities, not individuals; see instructions on page 3):

Exempt payee code (if any) \_\_\_\_\_

Exemption from FATCA reporting code (if any) \_\_\_\_\_

(Applies to accounts maintained outside the U.S.)

5 Address (number, street, and apt. or suite no.) See instructions.

5532 Auld Lane

6 City, state, and ZIP code

Holiday, FL 34690

Requester's name and address (optional)

7 List account number(s) here (optional)

Print or type.  
See Specific Instructions on page 3.

## Part I Taxpayer Identification Number (TIN)

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 *How to get a TIN*, later.

**Note:** If the account is in more than one name, see the instructions for line 1. Also see *What Name and Number To Give the Requester* for guidelines on whose number to enter.

Social security number

\_\_\_\_ - \_\_\_\_ - \_\_\_\_

or

Employer identification number

8 2 - 3 5 9 1 4 5 0

## Part II Certification

Under penalties of perjury, I certify that:

- 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
- 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
- I am a U.S. citizen or other U.S. person (defined below); and
- The FATCA code(s) entered on this form (if any) indicating that I am exempt from FATCA reporting is correct.

**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.

Sign  
Here

Signature of  
U.S. person ►

*Peter Lucadano*

Date ► January 3, 2023

## General Instructions

Section references are to the Internal Revenue Code unless otherwise noted.

**Future developments.** For the latest information about developments related to Form W-9 and its instructions, such as legislation enacted after they were published, go to [www.irs.gov/FormW9](http://www.irs.gov/FormW9).

## Purpose of Form

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.

- Form 1099-INT (interest earned or paid)

- Form 1099-DIV (dividends, including those from stocks or mutual funds)
  - Form 1099-MISC (various types of income, prizes, awards, or gross proceeds)
  - Form 1099-B (stock or mutual fund sales and certain other transactions by brokers)
  - Form 1099-S (proceeds from real estate transactions)
  - Form 1099-K (merchant card and third party network transactions)
  - Form 1098 (home mortgage interest), 1098-E (student loan interest), 1098-T (tuition)
  - Form 1099-C (canceled debt)
  - Form 1099-A (acquisition or abandonment of secured property)
- Use Form W-9 only if you are a U.S. person (including a resident alien), to provide your correct TIN.

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.





## **HURRICANE OR LARGE SCALE STORM EMERGENCY RESPONSE PLAN**

### **Before The Storm**

- If your irrigation system is fed off of a well, we will shut your pumps down to prevent any mainline leaks that could develop from storm damage through the storm.
- We are assuring internally that we are well-equipped and stocked to handle post-storm response in an effective and orderly manner.

### **Storm Emergencies**

- We will attempt to inspect your property as soon as we are physically able to do so. We also will be accessible to receive **emergency phone calls** from you or your authorized representatives to address the following emergency scenarios:
  - **Fallen trees blocking roadways.**
  - **Fallen trees blocking walkway access to homes.**
  - **Fallen trees on homes / structures.**
  - **Fallen trees on vehicles.**
  - **Irrigation break involving running water / flooding.**
- In order to report any one of the above-stated emergency scenarios, please assure that an authorized person representing your property contact:
  - **Pete Lucadano: (727) 919-3915**
  - **David Lucadano: (727) 919-3913**
  - **Ben Garland: (727) 810-4253**
  - **John Burkett: (727) 267-2059**
  - **FOR IRRIGATION EMERGENCIES: John Moylan: (727) 267-7794**



### **After The Storm**

After the storm has left our area and conditions are safe for our staff to access allowable areas, we will immediately begin the process of inspecting properties and addressing service in a three-phase manner as follows:

**PHASE 1 - EMERGENCIES (as listed above):** Fallen trees will be cut and safely stacked close to the area of origin. Crews will then move on to address the next emergency until we are assured that all emergency scenarios on each of our client properties are addressed.

**PHASE 2 - LARGE AESTHETICS:** Fallen trees throughout the property that are not considered emergencies will either be re-planted / staked or removed, cut up and stored in piles located in safe locations throughout the property. This process will be performed in order of need until we are assured that all such needs on each of our client properties are addressed.

**PHASE 3 - AESTHETICS:** Small debris, branches and necessary blowing will be performed throughout the property. Debris will be stacked in piles located in safe locations throughout the property. This process will be performed in order of need until we are assured that all such needs on each of our client properties are addressed.

**PHASE 4 - DEBRIS PICK-UP:** As a last step in the storm clean-up process, debris piles will be removed from the property.



## **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 Inframark office no later than 4:00 pm April 17, 2023



## 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 -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.

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



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-P<sub>2</sub>O<sub>5</sub>-K<sub>2</sub>O content) of 8N-2P<sub>2</sub>O<sub>5</sub>-12K<sub>2</sub>O +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'	18" o.c. staggered rows (no direct sun)
Crossandra	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 work 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 ensure 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 their 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.

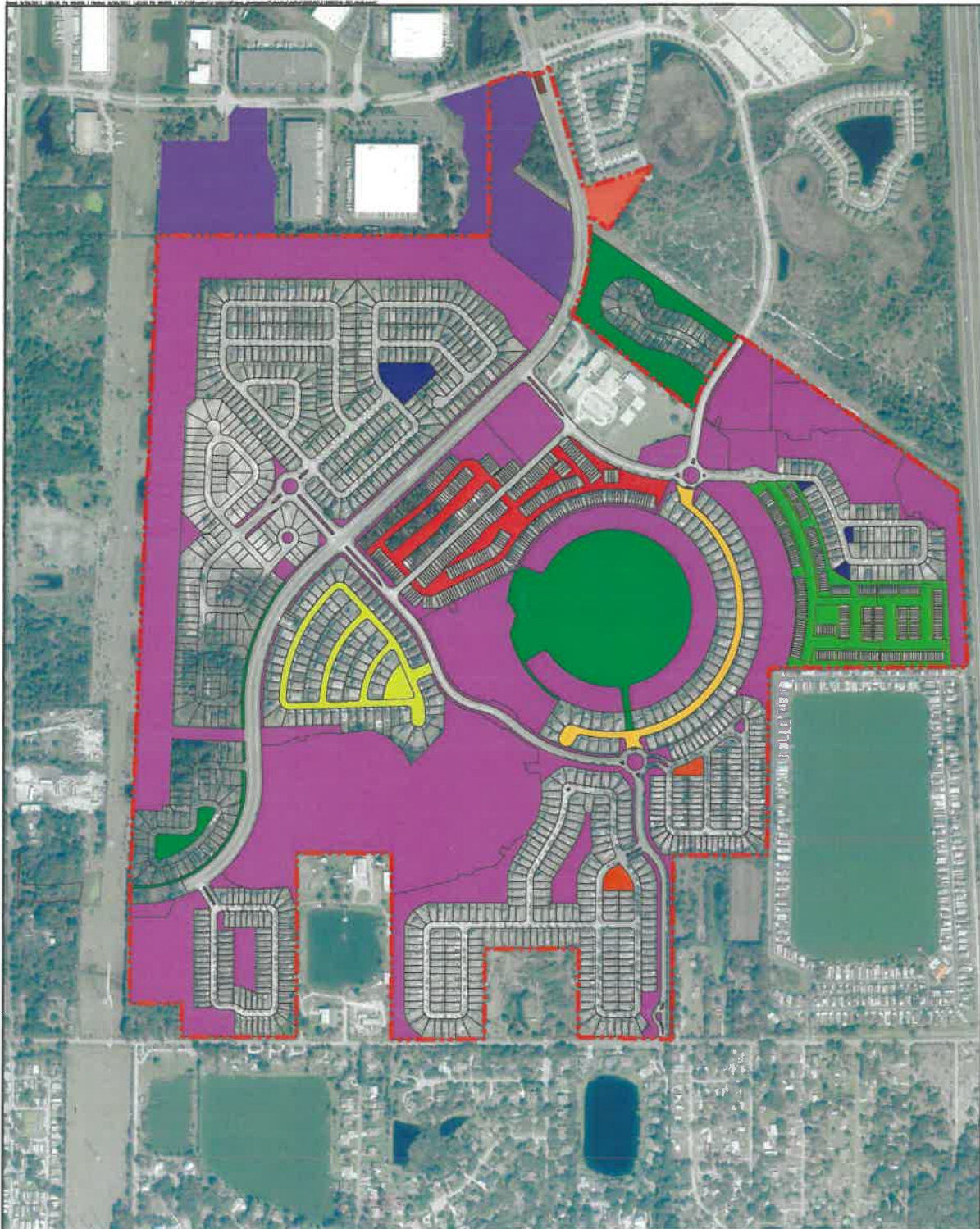
O. 1. Work orders approved by the District to be completed within 7 business days.



**P. Dog Stations**

Dog stations are to be serviced weekly with the contractor providing the bags.





# PARKWAY CENTER COMMUNITY DEVELOPMENT DISTRICT OWNERSHIP MAP

## LEGEND

- CDD BOUNDARY
- PARKWAY CENTER COMMUNITY DEVELOPMENT DISTRICT
- OAK CREEK LAND COMPANY
- OAK CREEK OWNERS ASSOCIATION INC
- BAYWOOD AT OAK CREEK TOWNHOMES ASSOC INC
- HARVEST GLENN AT OAK CREEK HOA INC
- PINE RIDGE AT OAK CREEK TOWNHOMES ASSOCIATION INC
- SANCTUARY AT OAK CREEK HOMEOWNERS ASSOCIATION INC
- VILLAGES OF OAK CREEK MASTER ASSOCIATION INC
- SUMMERWOOD OF OAK CREEK HOMEOWNERS ASSOCIATION INC
- TAYLOR MORRISON OF FLORIDA INC
- HILLSBOROUGH COUNTY
- EAGLE PALMS HOMEOWNERS ASSOCIATION
- SURROUNDING PARCELS



0 100' 200' 400'  
SCALE: 1" = 200'



**Stantec**

Stantec Consulting Services Inc.  
777 S. Harbour World Blvd., Suite 400  
Tampa, Florida 33603 Tel: 813.221.9800  
www.stantec.com Fax: 813.221.9000  
Certificate of Authorization #2013  
P.Lic. # LC-000070



# Neptune Multi Services



**Prepared For :**  
Pedro Cruz Owner

Contact 813-778-9857  
[neptunemts@gmail.com](mailto:neptunemts@gmail.com)



# CLEANING PROPOSAL

## BATHROOMS:

1. Clean, sanitize, and polish all vitreous fixtures including toilet bowls, urinals, and hand basins
2. Clean all glass and mirrors.
3. Empty all containers and disposals, insert liners as required, spot clean, and sanitize containers.
4. Spot clean all walls, doors, and stall partitions.
5. Refill all dispensers to normal limits - paper towels, soap, toilet tissue, can liners, seat covers, and supplies. Supplies will be billed back to customer
6. Low dust all horizontal surfaces up to hand height including sills, moldings, ledges, shelves, frames, ducts, heating outlets.
7. Deodorize floor drains
8. Sweep, damp mop, and sanitize hard floors.

## POOLS/PATIOS/CABANA AREA:

1. Damp clean table tops and seats
2. Spot clean all trash containers
3. Clean and sanitize drinking fountains
4. Clean Bulletin board (if applicable)
5. Clean debris from pool deck
7. Arrange pool furniture





# Why Choose us?

## Activity Room

Clean all windows inside only as needed. Sweep/mop as needed. Clean any tables and/or furniture as needed.

## Pool deck

Rearrange pool chairs and/or tables. Wipe tables as needed. Close umbrellas when not in use.

### MISCELLANEOUS DUTIES

1. Remove dust and cobwebs from grilles, mail kiosk area.
2. Remove debris in areas immediately adjacent to entrance
3. Remove debris around pool
4. Notify Management company of any damage or needs for repair
5. Maintenance dog stations



**Gym (once weekly):** Equipment wiped down; Mirrors polished; Window sills and ceiling fans dusted; Garbage removed with liners replaced. Floors vacuumed.

**Amenities Center and Kitchen:** Glass doors and mirrors polished and washed when needed; Tabletops washed; Other furniture and ledges dusted; Countertops sanitized; Cabinet doors washed when needed; Inside and outside of microwave cleaned and sanitized; Outside of other appliances cleaned; Inside of other appliances cleaned when necessary; Refrigerator polished; Floors swept and mopped.



Estimated cost: Three times per week.

\$225 per week Monthly cost \$900

Preventive Spider web cleanup included





April 21, 2023

To whom it may concern,

As per F.S. 190.006, you'll find the number of qualified registered electors for your Community Development District as of April 15, 2023, listed below.

Community Development District	Number of Registered Electors
Parkway Center	3395

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

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

Respectfully,

Enjoli White  
Senior Candidate Services Manager





## RESOLUTION 2023-04

**A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE PARKWAY CENTER COMMUNITY DEVELOPMENT DISTRICT APPROVING A PROPOSED OPERATION AND MAINTENANCE BUDGET FOR FISCAL YEAR 2023/2024; SETTING A PUBLIC HEARING THEREON PURSUANT TO FLORIDA LAW; ADDRESSING TRANSMITTAL, POSTING, AND PUBLICATION REQUIREMENTS; AND PROVIDING AN EFFECTIVE DATE.**

**WHEREAS**, the District Manager prepared and submitted to the Board of Supervisors (“**Board**”) of the Parkway Center Community Development District (“**District**”) prior to June 15, 2023 a proposed operation and maintenance budget for the fiscal year beginning October 1, 2023 and ending September 30, 2024 (“**Proposed Budget**”); and

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

**NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF SUPERVISORS OF THE PARKWAY CENTER COMMUNITY DEVELOPMENT DISTRICT:**

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

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

DATE: August 23, 2023

HOUR: 6:30 p.m

LOCATION: Parkway Center Clubhouse  
7461 S Falkenburg Rd  
Riverview, FL 33578

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

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



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

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

**PASSED AND ADOPTED ON MAY 24, 2023.**

Attest:

**Parkway Center Community  
Development District**

\_\_\_\_\_  
Print Name: \_\_\_\_\_  
Secretary / Assistant Secretary

\_\_\_\_\_  
Print Name: \_\_\_\_\_  
Chair/Vice Chair of the Board of Supervisors

**Exhibit A: Proposed Budget for Fiscal Year 2023/2024**



2024

# PARKWAY CENTER

COMMUNITY DEVELOPMENT DISTRICT

## FISCAL YEAR 2024 PROPOSED ANNUAL OPERATING BUDGET



May 24, 2023



# PARKWAY CENTER

## COMMUNITY DEVELOPMENT DISTRICT

### FISCAL YEAR 2024

### PROPOSED ANNUAL OPERATING BUDGET

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May 24, 2023



# PARKWAY CENTER

## COMMUNITY DEVELOPMENT DISTRICT

### BUDGET INTRODUCTION

#### **Background Information**

The Parkway Center Community Development District is a local special purpose government authorized by Chapter 190, Florida Statutes, as amended. The Community Development District (CDD) is an alternative method for planning, financing, acquiring, operating and maintaining community-wide infrastructure in master planned communities. The CDD also is a mechanism that provides a “solution” to the State’s needs for delivery of capital infrastructure to service projected growth without overburdening other governments and their taxpayers. CDDs represent a major advancement in Florida’s effort to manage its growth effectively and efficiently. This allows the community to set a higher standard for construction along with providing a long-term solution to the operation and maintenance of community facilities.

The following report represents the District budget for Fiscal Year 2024, which begins on October 1, 2023. The District budget is organized by fund to segregate financial resources and ensure that the segregated resources are used for their intended purpose, and the District has established the following funds.

<b><u>Fund Number</u></b>	<b><u>Fund Name</u></b>	<b><u>Services Provided</u></b>
001	General Fund	Operations and Maintenance of Community Facilities Financed by Non-Ad Valorem Assessments
201	Debt Service Fund	Collection of Special Assessments for Debt Service on the Series 2008 Special Assessment Refunding Bonds
202	Debt Service Fund	Collection of Special Assessments for Debt Service on the Series 2018-1 Special Assessment Refunding Bonds
203	Debt Service Fund	Collection of Special Assessments for Debt Service on the Series 2018-2 Special Assessment Bonds (Amenity Project)

#### **Facilities of the District**

The District’s existing facilities include storm-water management (lake and water control structures), wetland preserve areas, street lighting, landscaping, entry signage, entry features, irrigation distribution facilities, recreational center, parks, pool facility, tennis courts and other related public improvements.

#### **Maintenance of the Facilities**

In order to maintain the facilities, the District conducts hearings to adopt an operating budget each year. This budget includes a detailed description of the maintenance program along with an estimate of the cost of the program. The funding of the maintenance budget is levied as a non-ad valorem assessment on your property by the District Board of Supervisors.



# PARKWAY CENTER

## COMMUNITY DEVELOPMENT DISTRICT

	Fiscal Year 2023 Final Operating Budget	Current Period Actuals 10/1/22 - 2/28/23	Projected Revenues & Expenditures 3/1/23 to 9/30/23	Total Actuals and Projections Through 9/30/23	Over/(Under) Budget Through 9/30/23
<b>REVENUES</b>					
<b>SPECIAL ASSESSMENTS</b>					
Operations & Maintenance Assmts-Tax Roll	970,110.00	902,854.00	(5,870.32)	896,983.68	(73,126.32)
Operations and Maintenance Assmts - Developer	0.00	0.00	0.00	0.00	0.00
Operations & Maintenance Assmts-Off Roll	0.00	0.00	33,024.95	33,024.95	33,024.95
<b>TOTAL SPECIAL ASSESSMENTS</b>	<b>970,110.00</b>	<b>902,854.00</b>	<b>27,154.63</b>	<b>930,008.63</b>	<b>(40,101.37)</b>
<b>INTEREST EARNINGS</b>					
Interest Earnings	0.00	0.00	0.00	0.00	0.00
<b>TOTAL INTEREST EARNINGS</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>
<b>OTHER MISCELLANEOUS REVENUES</b>					
Miscellaneous	0.00	5,541.70	6,458.30	12,000.00	12,000.00
<b>TOTAL MISCELLANEOUS REVENUES</b>	<b>0.00</b>	<b>5,541.70</b>	<b>6,458.30</b>	<b>12,000.00</b>	<b>12,000.00</b>
<b>TOTAL REVENUES</b>	<b>\$970,110.00</b>	<b>\$908,395.70</b>	<b>\$33,612.93</b>	<b>\$942,008.63</b>	<b>(\$28,101.37)</b>
<b>EXPENDITURES</b>					
<b>LEGISLATIVE</b>					
Supervisor Fees	12,000.00	5,800.00	6,200.00	12,000.00	0.00
<b>TOTAL LEGISLATIVE</b>	<b>12,000.00</b>	<b>5,800.00</b>	<b>6,200.00</b>	<b>12,000.00</b>	<b>0.00</b>
<b>FINANCIAL &amp; ADMINISTRATIVE</b>					
District Manager	28,840.00	12,016.65	16,823.35	28,840.00	0.00
Recording Secretary	2,771.52	1,666.65	1,104.87	2,771.52	0.00
District Engineer	5,000.00	3,432.25	4,803.75	8,236.00	3,236.00
Disclosure Report	6,000.00	3,000.00	3,000.00	6,000.00	0.00
Trustees Fees	12,500.00	4,793.75	7,706.25	12,500.00	0.00
Accounting Services	28,667.00	11,947.92	16,719.08	28,667.00	0.00
Auditing Services	9,300.00	87.00	9,213.00	9,300.00	0.00
Arbitrage Rebate Calculation	1,000.00	0.00	1,000.00	1,000.00	0.00
Postage, Phone, Faxes, Copies	750.00	1,953.11	246.89	2,200.00	1,450.00
Public Officials Insurance	3,256.00	0.00	3,256.00	3,256.00	0.00
Legal Advertising	1,000.00	420.76	579.24	1,000.00	0.00
Bank Fees	350.00	153.91	196.09	350.00	0.00
Dues, Licenses & Fees	200.00	6,804.63	(6,129.63)	675.00	475.00
Miscellaneous Fees	500.00	425.35	74.65	500.00	0.00
Office Supplies	200.00	0.00	100.00	100.00	(100.00)
Technology Services	3,200.00	1,446.95	1,753.05	3,200.00	0.00
ADA Website Compliance	1,500.00	0.00	1,500.00	1,500.00	0.00
Interest Payments	0.00	0.00	0.00	0.00	0.00
<b>TOTAL FINANCIAL &amp; ADMINISTRATIVE</b>	<b>105,034.52</b>	<b>48,148.93</b>	<b>61,946.59</b>	<b>110,095.52</b>	<b>5,061.00</b>
<b>LEGAL COUNSEL</b>					
District Counsel	7,500.00	7,337.04	2,662.96	10,000.00	2,500.00
<b>TOTAL LEGAL COUNSEL</b>	<b>7,500.00</b>	<b>7,337.04</b>	<b>2,662.96</b>	<b>10,000.00</b>	<b>2,500.00</b>
<b>ELECTRIC UTILITY SERVICES</b>					
Street Lighting/Amenity/Monuments/Wells/Spa	90,000.00	59,953.48	60,046.52	120,000.00	30,000.00
<b>TOTAL ELECTRIC UTILITY SERVICES</b>	<b>90,000.00</b>	<b>59,953.48</b>	<b>60,046.52</b>	<b>120,000.00</b>	<b>30,000.00</b>
<b>GARBAGE/SOLID WASTE CONTROL SERVICES</b>					
Garbage Collections	0.00	601.73	598.27	1,200.00	1,200.00



# PARKWAY CENTER

## COMMUNITY DEVELOPMENT DISTRICT

	Fiscal Year 2023 Final Operating Budget	Current Period Actuals 10/1/22 - 2/28/23	Projected Revenues & Expenditures 3/1/23 to 9/30/23	Total Actuals and Projections Through 9/30/23	Over/(Under) Budget Through 9/30/23
<b>TOTAL GARBAGE/SOLID WASTE CONTROL SERVICES</b>	<b>0.00</b>	<b>601.73</b>	<b>598.27</b>	<b>1,200.00</b>	<b>1,200.00</b>
<b>OTHER PHYSICAL ENVIRONMENT</b>					
Staff Costs	60,000.00	25,000.00	25,000.00	50,000.00	(10,000.00)
Property & Casualty Insurance	20,000.00	10,363.00	9,637.00	20,000.00	0.00
Entry & Walls Maintenance	4,000.00	560.00	640.00	1,200.00	(2,800.00)
Landscape Maintenance - Contract	250,000.00	112,515.36	111,484.64	224,000.00	(26,000.00)
Landscape Maintenance - Other	15,000.00	1,012.17	3,987.83	5,000.00	(10,000.00)
Pool Service/Janitorial	20,000.00	14,760.00	19,800.00	34,560.00	14,560.00
Gate Maintenance	2,500.00	0.00	1,000.00	1,000.00	(1,500.00)
Field Manager	27,707.00	11,544.61	16,162.39	27,707.00	0.00
Irrigation Maintenance	15,000.00	6,574.36	6,573.64	13,148.00	(1,852.00)
Plant Replacement Program	25,000.00	10,008.35	9,991.65	20,000.00	(5,000.00)
Mitigation & Monitoring	9,500.00	4,950.00	4,550.00	9,500.00	0.00
Waterway Management Program - Contract	19,500.00	12,320.00	8,764.00	21,084.00	1,584.00
Waterway Management Program - Other	5,000.00	0.00	2,500.00	2,500.00	(2,500.00)
Water-Utilities	0.00	0.00	0.00	0.00	0.00
Clubhouse Security Systems	2,000.00	4,510.92	6,827.08	11,338.00	9,338.00
<b>TOTAL OTHER PHYSICAL ENVIRONMENT</b>	<b>475,207.00</b>	<b>214,118.77</b>	<b>226,918.23</b>	<b>441,037.00</b>	<b>(34,170.00)</b>
<b>ROAD &amp; STREET FACILITIES</b>					
Street/Decorative Light Maintenance	5,000.00	6,647.00	2,700.00	9,347.00	4,347.00
Pavement & Signage Repairs	1,000.00	1,600.00	400.00	2,000.00	1,000.00
Holiday Lighting	15,000.00	16,050.00	0.00	16,050.00	1,050.00
<b>TOTAL ROAD &amp; STREET FACILITIES</b>	<b>21,000.00</b>	<b>24,297.00</b>	<b>3,100.00</b>	<b>27,397.00</b>	<b>6,397.00</b>
<b>PARKS &amp; RECREATION</b>					
Pool Service Repairs	0.00	845.00	0.00	845.00	845.00
Security Patrol	20,000.00	1,258.00	10,742.00	12,000.00	(8,000.00)
Special Events	10,000.00	160.00	1,340.00	1,500.00	(8,500.00)
Playground/Amenity	10,000.00	11,378.75	621.25	12,000.00	2,000.00
Miscellaneous Reserve/Contingency	154,368.48	89,717.84	19,999.16	109,717.00	(44,651.48)
<b>TOTAL PARKS &amp; RECREATION</b>	<b>194,368.48</b>	<b>103,359.59</b>	<b>32,702.41</b>	<b>136,062.00</b>	<b>(58,306.48)</b>
<b>RESERVES</b>					
Reserves	0.00	0.00	0.00	0.00	0.00
<b>TOTAL RESERVES</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>
<b>TOTAL EXPENDITURES</b>	<b>\$905,110.00</b>	<b>\$463,616.54</b>	<b>\$394,174.98</b>	<b>\$857,791.52</b>	<b>(\$47,318.48)</b>
<b>EXCESS OF REVENUES OVER/(UNDER) EXPENDITURES</b>	<b>\$65,000.00</b>	<b>\$444,779.16</b>	<b>(\$360,562.05)</b>	<b>\$84,217.11</b>	<b>\$19,217.11</b>



# Parkway Center

## Community Development District

	Fiscal Year 2023 Final Operating Budget	Total Actuals and Projections Through 9/30/23	Fiscal Year 2024 Proposed Operating Budget
<b>REVENUES</b>			
<b>SPECIAL ASSESSMENTS</b>			
Operations & Maintenance Assmts-Tax Roll	872,085.05	896,983.68	905,110.00
Operations and Maintenance Assmts - Developer	0.00	0.00	0.00
Operations & Maintenance Assmts-Off Roll	33,024.95	8,126.32	0.00
<b>TOTAL SPECIAL ASSESSMENTS</b>	<b>905,110.00</b>	<b>905,110.00</b>	<b>905,110.00</b>
<b>INTEREST EARNINGS</b>			
Interest Earnings	0.00	0.00	0.00
<b>TOTAL INTEREST EARNINGS</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>
<b>OTHER MISCELLANEOUS REVENUES</b>			
Miscellaneous	0.00	5,541.70	0.00
<b>TOTAL MISCELLANEOUS REVENUES</b>	<b>0.00</b>	<b>5,541.70</b>	<b>0.00</b>
<b>TOTAL REVENUES</b>	<b>\$905,110.00</b>	<b>\$910,651.70</b>	<b>\$905,110.00</b>
<b>EXPENDITURES</b>			
<b>LEGISLATIVE</b>			
Supervisor Fees	12,000.00	12,000.00	12,000.00
<b>TOTAL LEGISLATIVE</b>	<b>12,000.00</b>	<b>12,000.00</b>	<b>12,000.00</b>
<b>FINANCIAL &amp; ADMINISTRATIVE</b>			
District Manager	28,840.00	28,840.00	28,840.00
Recording Secretary	2,771.52	2,771.52	2,771.52
District Engineer	5,000.00	8,236.00	7,500.00
Disclosure Report	6,000.00	6,000.00	6,000.00
Trustees Fees	12,500.00	12,500.00	12,500.00
Accounting Services	28,667.00	28,667.00	28,667.00
Auditing Services	9,300.00	9,300.00	9,500.00
Arbitrage Rebate Calculation	1,000.00	1,000.00	1,000.00
Postage, Phone, Faxes, Copies	750.00	2,200.00	750.00
Public Officials Insurance	3,256.00	3,256.00	3,677.00
Legal Advertising	1,000.00	1,000.00	1,000.00
Bank Fees	350.00	350.00	350.00
Dues, Licenses & Fees	200.00	675.00	500.00
Miscellaneous Fees	500.00	500.00	500.00
Office Supplies	200.00	100.00	200.00
Technology Services	3,200.00	3,200.00	3,200.00
ADA Website Compliance	1,500.00	1,500.00	1,500.00
Interest Payments	0.00	0.00	0.00
<b>TOTAL FINANCIAL &amp; ADMINISTRATIVE</b>	<b>105,034.52</b>	<b>110,095.52</b>	<b>108,455.52</b>
<b>LEGAL COUNSEL</b>			
District Counsel	7,500.00	10,000.00	7,500.00
<b>TOTAL LEGAL COUNSEL</b>	<b>7,500.00</b>	<b>10,000.00</b>	<b>7,500.00</b>



# Parkway Center

## Community Development District

<b>ELECTRIC UTILITY SERVICES</b>			
Street Lighting/Amenity/Monuments/Wells/Spa	90,000.00	120,000.00	120,000.00
<b>TOTAL ELECTRIC UTILITY SERVICES</b>	<b>90,000.00</b>	<b>120,000.00</b>	<b>120,000.00</b>
<b>GARBAGE/SOLID WASTE CONTROL SERVICES</b>			
Garbage Collections	0.00	1,200.00	1700.00
<b>TOTAL GARBAGE/SOLID WASTE CONTROL SERVICES</b>	<b>0.00</b>	<b>1,200.00</b>	<b>1700.00</b>
<b>OTHER PHYSICAL ENVIRONMENT</b>			
Staff Costs	60,000.00	50,000.00	60,000.00
Property & Casualty Insurance	20,000.00	20,000.00	23,000.00
Entry & Walls Maintenance	4,000.00	1,200.00	4,000.00
Landscape Maintenance - Contract	250,000.00	224,000.00	245,000.00
Landscape Maintenance - Other	15,000.00	5,000.00	10,000.00
Pool Service/Janitorial	20,000.00	34,560.00	39,600.00
Gate Maintenance	2,500.00	1,000.00	1,500.00
Field Manager	27,707.00	27,707.00	27,707.00
Irrigation Maintenance	15,000.00	13,148.00	12,000.00
Plant Replacement Program	25,000.00	20,000.00	20,000.00
Mitigation & Monitoring	9,500.00	9,500.00	9,500.00
Waterway Management Program - Contract	19,500.00	21,084.00	22,300.00
Waterway Management Program - Other	5,000.00	2,500.00	2,500.00
Water-Utilities	0.00	0.00	16,800.00
Clubhouse Security Systems	2,000.00	11,338.00	14,000.00
<b>TOTAL OTHER PHYSICAL ENVIRONMENT</b>	<b>475,207.00</b>	<b>441,037.00</b>	<b>507,907.00</b>
<b>ROAD &amp; STREET FACILITIES</b>			
Street/Decorative Light Maintenance	5,000.00	9,347.00	5,000.00
Pavement & Signage Repairs	1,000.00	2,000.00	1,500.00
Holiday Lighting	15,000.00	16,050.00	16,050.00
<b>TOTAL ROAD &amp; STREET FACILITIES</b>	<b>21,000.00</b>	<b>27,397.00</b>	<b>22,550.00</b>
<b>PARKS &amp; RECREATION</b>			
Pool Service Repairs	0.00	845.00	2,500.00
Security Patrol	20,000.00	12,000.00	15,000.00
Special Events	10,000.00	1,500.00	3,000.00
Playground/Amenity	10,000.00	12,000.00	12,000.00
Miscellaneous Reserve/Contingency	154,368.48	109,717.00	92,497.48
<b>TOTAL PARKS &amp; RECREATION</b>	<b>194,368.48</b>	<b>136,062.00</b>	<b>124,997.48</b>
<b>RESERVES</b>			
Reserves	0.00	0.00	0.00
<b>TOTAL RESERVES</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>
<b>TOTAL EXPENDITURES</b>	<b>\$905,110.00</b>	<b>\$857,791.52</b>	<b>\$905,110.00</b>
<b>EXCESS OF REVENUES OVER/(UNDER) EXPENDITURES</b>	<b>\$0.00</b>	<b>\$52,860.18</b>	<b>\$0.00</b>



# PARKWAY CENTER

## COMMUNITY DEVELOPMENT DISTRICT

### GENERAL FUND 001

#### Legislative

##### Supervisor's Fees

The amount paid to each Supervisor for the time devoted to the District business and monthly meetings. The amount permitted is \$200.00 per meeting for each member of the Board.

#### Financial & Administrative

##### District Manager

The District retains the services of a consulting manager, who is responsible for the daily administration of the District's business, including any and all financial work related to the Bond Funds and Operating Funds of the District, and preparation of the minutes of the Board of Supervisors. In addition, the District Manager prepares the Annual Budget(s), implements all policies of the Board of Supervisors, and attends all meetings of the Board of Supervisors.

##### Recording Secretary

As part of the consulting managers contract, the District retains a Recording Secretary to prepare and record the minutes of the official district records of proceeding.

##### District Engineer

Requirements for legal services are estimated annual expenditures on as needed basis and also cover such items as attendance at scheduled meetings of the Board of Supervisor's, contract preparation and review, etc.

##### Disclosure Report

This is required of the District as part of the bond indentures.

##### Trustees Fees

This is required of the District as part of the bond indentures.

##### Auditing Services

The District is required to annually undertake an independent examination of its books, records and accounting procedures. This audit is conducted pursuant to State Law and the Rules of the Auditor General.

##### Arbitrage Rebate Calculation

This is required of the District as part of the bond indentures.

##### Financial Services

As part of the consulting managers contract, the District retains Financial Services to process invoices, tax-roll preparation and record the District's transactions in compliance with governmental accounting standards.

##### Travel Per Diem

This applies at the current rate of mileage reimbursement for official District business.

##### Postage, Phone, Fax, Copies

Cost of materials and service to produce agendas and conduct day-to-day business of the District.



# PARKWAY CENTER

## COMMUNITY DEVELOPMENT DISTRICT

### GENERAL FUND 001

#### **Rentals & Leases**

This is required of the District to store its official records.

#### **Public Officials Insurance**

The District carries Public Officials Liability in the amount of \$1,000,000.

#### **Legal Advertising**

This is required to conduct the official business of the District in accordance with the Sunshine Law and other advertisement requirements as indicated by the Florida Statutes.

#### **Bank Fees**

The District operates a checking account for expenditures and receipts.

#### **Dues, Licenses & Fees**

The District is required to file with the County and State each year.

#### **Miscellaneous Fees**

To provide for unbudgeted administrative expenses.

#### **Investment Reporting Fees**

This is to provide an investment report to the District on a quarterly basis.

#### **Office Supplies**

Cost of daily supplies required by the District to facilitate operations.

#### **Technology Services**

This is to upgrade and keep current the operating components to comply with new governmental accounting standards along with basic website maintenance.

#### **Website Administration**

This is for maintenance and administration of the District's official website.

#### **Capital Outlay**

This is to purchase new equipment as required.

#### **Legal Counsel**

##### **District Counsel**

Requirements for legal services are estimated annual expenditures on an as needed basis and also cover such items as attendance at scheduled meetings of the Board of Supervisor's, contract preparation and review, etc.

#### **Electric Utility Services**

##### **Electric Utility Services**

This item is for street lights, pool, recreation facility and other common element electricity needs.

#### **Water-Sewer Combination Services**

##### **Water Utility Services**

This item is for service to satisfy common element water needs.



# PARKWAY CENTER

## COMMUNITY DEVELOPMENT DISTRICT

### GENERAL FUND 001

#### Other Physical Environment

##### Field Manager

As an anticipated addendum to the consulting managers contract, the District will retain the services of a Field Manager. The Field Manager is responsible for the day-to-day field operations. These responsibilities include, but are not limited to, preparing and bidding of services and commodities, contract administration, hiring and maintaining qualified personnel, preparation of and implementation of operating schedules and policies, insuring compliance with all operating permits, prepare and implement field operating budgets, provide information/education to public regarding District programs. The fee for this service is reviewed annually.

##### Property & Casualty Insurance

The District carries \$1,000,000 in general liability and also has sovereign immunity.

##### Entry & Walls Maintenance

This item is for maintaining the main entry feature and other common area walls.

##### Landscape Maintenance - Contract

The District contracts with a professional landscape firm to provide service through a public bid process. This fee does not include replacement material or irrigation repairs.

##### Landscape Maintenance - Other

Landscape fees that do not fall within the scope of services covered under the landscape contract.

##### Miscellaneous Maintenance

To provide for unbudgeted repairs and maintenance.

##### Irrigation Maintenance

Repairs necessary for everyday operation of the irrigation system to ensure its effectiveness.

##### Plant Replacement Program

This item is for landscape items that may need to be replaced during the year.

##### Waterway Mgt Program - Contract

This item is for the contract that maintains the multiple waterways that compose the District's waterway management system and aids in controlling nuisance vegetation that may otherwise restrict the flow of water.

##### Waterway Mgt Program - Other

This category is for the unforeseen items that are not under contract to maintain the multiple waterways in the District.

##### Waterway Mgt Program - Erosion Co

This category is for the erosion issues that are not under contract that may occur along the banks of the multiple waterways in the District.

##### Capital Improvements

This item provides for capital improvements relating to the District's physical environment.



# PARKWAY CENTER

## COMMUNITY DEVELOPMENT DISTRICT

### GENERAL FUND 001

#### Road & Street Facilities

##### Decorative Light Maintenance

This item provides for maintenance and repairs of the street lights and decorative lighting throughout the District.

##### Pavement and Signage Repairs

This item provides for maintenance and repairs of the signage throughout the District.

##### Street Sweeping

This item provides for cleaning of the District roadways.

#### Parks & Recreation

##### Security Patrol

This item is for the contractual service of the Sheriffs office or a private vendor to provide random patrols of the District assets and the community as a whole.

##### Capital Improvements

This item provides for capital improvements relating to the District's parks and recreational areas.



# PARKWAY CENTER

## COMMUNITY DEVELOPMENT DISTRICT

### DEBT SERVICE FUND SERIES 2008

#### REVENUES

CDD Debt Service Assessments	\$	167,179
<b>TOTAL REVENUES</b>	<b>\$</b>	<b>167,179</b>

#### EXPENDITURES

Series 2008 May Bond Principal Payment	\$	110,000
Series 2008 May Bond Interest Payment	\$	29,921
Series 2008 November Bond Interest Payment	\$	27,259
<b>TOTAL EXPENDITURES</b>	<b>\$</b>	<b>167,179</b>
<b>EXCESS OF REVENUES OVER EXPENDITURES</b>	<b>\$</b>	<b>-</b>

#### ANALYSIS OF BONDS OUTSTANDING

Bonds Outstanding - Period Ending 11/1/2022	\$	1,215,000
Principal Payment Applied Toward Series 2008 Bonds	\$	110,000
<b>Bonds Outstanding - Period Ending 11/1/2023</b>	<b>\$</b>	<b>1,105,000</b>



# PARKWAY CENTER

## COMMUNITY DEVELOPMENT DISTRICT

### DEBT SERVICE FUND SERIES 2018-1

#### REVENUES

CDD Debt Service Assessments	\$	378,581
<b>TOTAL REVENUES</b>	<b>\$</b>	<b>378,581</b>

#### EXPENDITURES

Series 2018-1 May Bond Principal Payment	\$	235,000
Series 2018-1 May Bond Interest Payment	\$	73,847
Series 2018-1 November Bond Interest Payment	\$	69,734
<b>TOTAL EXPENDITURES</b>	<b>\$</b>	<b>378,581</b>
<b>EXCESS OF REVENUES OVER EXPENDITURES</b>	<b>\$</b>	<b>-</b>

#### ANALYSIS OF BONDS OUTSTANDING

Bonds Outstanding - Period Ending 11/1/2022	\$	3,555,000
Principal Payment Applied Toward Series 2018-1 Bonds	\$	235,000
<b>Bonds Outstanding - Period Ending 11/1/2023</b>	<b>\$</b>	<b>3,320,000</b>



# PARKWAY CENTER

## COMMUNITY DEVELOPMENT DISTRICT

### DEBT SERVICE FUND

#### SERIES 2018-2

#### AMENITY PROJECT

#### REVENUES

CDD Debt Service Assessments	\$	287,283
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<b>TOTAL REVENUES</b>	<b>\$</b>	<b>287,283</b>
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#### EXPENDITURES

Series 2018-2 May Bond Principal Payment	\$	90,000
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Series 2018-2 May Bond Interest Payment	\$	99,429
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Series 2018-2 November Bond Interest Payment	\$	97,854
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<b>TOTAL EXPENDITURES</b>	<b>\$</b>	<b>287,283</b>
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<b>EXCESS OF REVENUES OVER EXPENDITURES</b>	<b>\$</b>	<b>-</b>
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#### ANALYSIS OF BONDS OUTSTANDING

Bonds Outstanding - Period Ending 11/1/2022	\$	4,425,000
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Principal Payment Applied Toward Series 2018-2 Bonds	\$	90,000
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<b>Bonds Outstanding - Period Ending 11/1/2023</b>	<b>\$</b>	<b>4,335,000</b>
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# PARKWAY CENTER

## COMMUNITY DEVELOPMENT DISTRICT

### SCHEDULE OF ANNUAL ASSESSMENTS<sup>(1)</sup>

		Unit Count		Fiscal Year 2023 <sup>(3)</sup>					Fiscal Year 2024 <sup>(3)</sup>					Inc/(Dec) in Annual CDD Fees Per Unit <sup>(4)</sup>	
Lot Size	ERU Value	O&M <sup>(2)</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 2023 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 2024 Total Assessment	Debt Service	O&M
Phase 1 - Series 2008															
SF 40'	1.00	199	199	\$318.06	\$171.44	\$445.13	\$100.86	\$1,035.49	\$318.06	\$171.44	\$445.13	\$100.86	\$1,035.49	\$0.00	\$0.00
SF 50'	1.25	217	217	\$397.53	\$171.44	\$556.41	\$100.86	\$1,226.24	\$397.53	\$171.44	\$556.41	\$100.86	\$1,226.24	\$0.00	\$0.00
SF 65'	1.50	73	72	\$477.09	\$171.44	\$667.69	\$100.86	\$1,417.08	\$477.09	\$171.44	\$667.69	\$100.86	\$1,417.08	\$0.00	\$0.00
Phase 2 - Series 2018-1															
Townhome	0.75	604	416	\$251.24	\$171.44	\$333.85	\$100.86	\$857.39	\$251.24	\$171.44	\$333.85	\$100.86	\$857.39	\$0.00	\$0.00
SF 50'	1.25	607	605	\$418.73	\$171.44	\$556.41	\$100.86	\$1,247.44	\$418.73	\$171.44	\$556.41	\$100.86	\$1,247.44	\$0.00	\$0.00
SF 60'	1.50	96	96	\$502.47	\$171.44	\$667.69	\$100.86	\$1,442.46	\$502.47	\$171.44	\$667.69	\$100.86	\$1,442.46	\$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 Assessments 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.



# PARKWAY CENTER COMMUNITY DEVELOPMENT DISTRICT

February 22, 2023, 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, February 22, 2023, at 6:30 p.m.** at The Parkway Center Clubhouse located at 7461 S. Falkenburg Rd., Riverview, FL 33578.

### 1. CALL TO ORDER/ROLL CALL

Kyle Ettel called the Regular Meeting of the Board of Supervisors of the Parkway Center Community Development District to order on **Wednesday, February 22, 2023, at 6:30 p.m.**

#### Board Members Present and Constituting a Quorum:

Koko Miller	Chairman
JoAnn Ward	Vice-Chair
Linda Bell	Supervisor
Tanya O'Connor	Supervisor
Charlotte Hazlewood	Supervisor

#### Staff Members Present:

Kyle Ettel	District Manager, Inframark
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There were approximately four (4) residents audience members in attendance.

### 2. PUBLIC COMMENT ON AGENDA ITEMS

There were no audience questions on agenda items.

### 3. VENDOR/STAFF REPORTS

#### A. District Counsel

#### B. District Engineer

The District Counsel and Engineer were not present and no reports currently.

#### C. District Manager

##### i. Community Inspection Report

Mr. Ettel stated he is covering for District Manager Gene Roberts for this meeting.

Mr. Ettel informed the Board he had the Community Inspection report and the Yellowstone report provided by Mr. Roberts.

A conversation ensued between the Board of Supervisors and staff regarding the reports.

The Board would like to seek bids to remove the tree stated in the inspection report. The Board would like to have Gene Robert initiate an RFP for landscape maintenance.



MOTION TO: Initiate an RFP for landscaping maintenance.  
MADE BY: Supervisor O'Connor  
SECONDED BY: Supervisor Bell  
DISCUSSION: None Further  
RESULT: Called to Vote: Motion PASSED  
5/0 – Motion passed Unanimously.

Mr. Ettel discussed the email sent by Gene Roberts regarding a vote on pool vendor.

#### **4. BUSINESS ITEMS**

##### **A. Discussion on Pool Proposals**

The Board discussed the three proposals received and decided to approve Bluelight as the new maintenance vendor.

MOTION TO: Approve Bluelight as the new maintenance vendor.  
MADE BY: Supervisor Miller  
SECONDED BY: Supervisor O'Connor  
DISCUSSION: None Further  
RESULT: Called to Vote: Motion PASSED  
5/0 – Motion passed Unanimously.

##### **B. General Matters of the District**

Mr. Ettel stated that Tonja Stewart spoke to Gene regarding the pond bank stabilization from Fin Outdoor. Ms. Ward stated that Fin Outdoor will be stabilizing the banks. Mr. Ettel stated Gene will work on proposals and have it ready for the next meeting. Ms. Ward would like to get recommendations from District Engineer Tonya to see where the severe erosion is happening.

#### **5. CONSENT AGENDA ITEMS**

##### **A. Consideration of Board of Supervisors Regular Meeting Minutes January 25, 2023**

The Board reviewed the Regular Meeting Minutes from January 25, 2023, with a couple typos.

Line 18 Tonya is spelled incorrectly, instead its spelled Tanya.

Line 34 District Counsel last name is missing a “y”. It says Stead instead of Steady.

Line 64 the word matter is missing an “s”. It says Matter instead of Matters.

MOTION TO: Approved the meeting minutes for January 25, 2023,



with typographic corrections.

MADE BY:	Supervisor O'Connor
SECONDED BY:	Supervisor Miller
DISCUSSION:	None Further
RESULT:	Called to Vote: Motion PASSED
	5/0 – Motion passed Unanimously.

**B. Consideration of Operations and Maintenance Expenditures December 2022**  
**C. Review of Financial Statements Month Ending December 31, 2022**

The Board reviewed the O&Ms for December 2022. Ms. Ward stated that invoices are constantly two to three months behind meeting the Board's obligation and are required to pay hundreds of dollars in late fees monthly which is unacceptable. The Board is seeking a solution to avoid the reoccurring payments of late fees. The Board is not content with the meeting book setup and the November expenditures are out of order. The Board is requesting a report on collection.

The Board reviewed the financials ending December 31, 2022. Ms. Ward stated Inframark credited Parkway CDD for overpaying Yessica but was only credited for two months and missing approximately six months' worth of credits. The Board would like to see where the credits are being applied.

Ms. Bell questioned the invoices for tree removal and has concerns as to why they are being charged if it has not been removed.

Supervisor Miller stated on page 121 are checks that was not seen before for rental. He would like Gene to follow up with Dale and Monica regarding monetary issues concerning rental fees.

Supervisor Bell stated personal information should not be visible and Ms. Ward stated checks should also be deposited, not held.

Supervisor Ward stated the application on the website should be updated on rental procedure.

MOTION TO:	Approved consent agenda items B and C subject to commentary.
MADE BY:	Supervisor O'Connor
SECONDED BY:	Supervisor Ward
DISCUSSION:	None Further
RESULT:	Called to Vote: Motion PASSED
	5/0 – Motion passed Unanimously.



## 6. SUPERVISOR REQUESTS

The Board is concern with the debris and trash left behind by Yellowstone.

The Board would like a proposal from the company Mr. Ettel recommended to hire for community cleanup.

Supervisor Ward stated she sent Gene an email regarding the speed sign at Castle Creek that has been laying down for months and would like it to be addressed. There are areas in the gym and around the inside of the amenity center that has mold build up.

Supervisor Miller would like Gene to get with a A/C company to figure out the excessive mold build up.

Supervisor Bell discussed that there is a light post before entering Castle Creek that has vines growing on it, and from the looks of it, it could be getting worse if not taken care of.

Supervisor Miller stated he sent an email to Monica and Gene about a month ago regarding the 1099 tax form and was told it was mailed out January 31<sup>st</sup>. He did not receive and it's delaying him to file his taxes which is unsatisfactory.

Supervisor Miller would like Gene to get with the county or who is responsible to repave the roads from Still River and Still Creek as the current conditions are bad. Also, there are supposed to be tow signs around the perimeter.

Supervisor Miller stated Dale requested equipment needed such as a pressure washer, leaf blower, and a latter to complete his job in the community along with Board approval.

## 7. AUDIENCE QUESTIONS, COMMENTS AND DISCUSSION FORUM

A resident stated she contacted Supervisor Miller regarding the allegator on pond 14. She also mentioned the streetlight she spoke to Gene but has not seen any emails regarding the lighting. Lastly, there are lots of ant pills around the community that are huge and thought it was being treated.

The president of the Sanctuary HOA named Brian stated a couple of Palm trees and was aware that Yellowstone was to be take care of them and they have not done so. He would like Yellowstone to not touch them as he has a company who is treating them currently.

A president with the HOA of Harvest Glen stated residents and herself would like the pine trees removed behind their homes and has emailed Gene several times with a response stating a Board approval and county permit for removal is needed. Mr. Roberts stated Yellowstone is supposed to be addressing it. The resident stated it had not been addressed by Yellowstone. The Board ensued a discussion with the resident. Supervisor Miller seize and desist the conversation as the president from Harvest Glen HOA verbally stated legal action can be taken, therefore, the District Manager and District Counsel will be informed. Mr. Miller advised the president to continue to stay in communication with Gene with other concerns as all decisions are discussed with the Board at the meeting.



Supervisor Ward stated Yellowstone performance has been unsatisfactory which is leading to seek another vendor. She apologized on her behalf to the residents on Yellowstone's performance.

## 8. ADJOURNMENT

MOTION TO:	Adjourn.
MADE BY:	Supervisor Miller
SECONDED BY:	Supervisor Ward
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

March 22, 2023, 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, March 22, 2023, at 6:30 p.m.** at The Parkway Center Clubhouse located at 7461 S. Falkenburg Rd., Riverview, FL 33578.

### 1. CALL TO ORDER/ROLL CALL

Gene Roberts called the Regular Meeting of the Board of Supervisors of the Parkway Center Community Development District to order on **Wednesday, March 22, 2023, at 6:50 p.m.**

#### Board Members Present and Constituting a Quorum:

Koko Miller	Chair
JoAnn Ward	Vice-Chair
Linda Bell	Supervisor
Tanya O'Connor	Supervisor
Charlotte Hazlewood	Supervisor

#### Staff Members Present:

Gene Roberts	District Manager, Inframark
Dale Wentzel	Amenity Manager
Tonja Stewart	District Engineer, Stantec, Inc. <i>(via zoom meeting)</i>

There were approximately six (6) residents audience members in attendance.

### 2. PUBLIC COMMENT ON AGENDA ITEMS

There were no audience questions on agenda.

### 3. VENDOR/STAFF REPORTS

#### A. District Counsel

The District Counsel was not present and no report currently.

#### B. District Engineer

Tonja Stewart joined the meeting via Zoom to discuss the pond bank stabilization. She explained the two proposals she had received and the benefits and costs for each one. She was able to answer several questions the Board had. It was decided an on-site review between the Chairman and staff to review ponds 1, 2 and 3 would be beneficial and was scheduled for April 7.



MOTION TO:	Approve up to 50,000 for pond bank stabilization based on the inspection and District Engineers recommendation.
MADE BY:	Supervisor Ward
SECONDED BY:	Supervisor O'Connor
DISCUSSION:	None Further
RESULT:	Called to Vote: Motion PASSED 4/0 – Motion passed Unanimously.

**C. District Manager**

**i. Community Inspection Report**

The inspection reports were reviewed. Mr. Roberts told the Board that the RFP for landscape maintenance was advertised last week, and proposals will be in next month's meeting book. Supervisor Ward asked if costs related to Yellowstone's contractual obligations not met be recovered by the District.

**4. BUSINESS ITEMS**

**A. Discussion on Mulch Proposal**

The Board tabled the Mulch proposal.

**B. Discussion on RFP for Landscaping**

This business item was discussed on vendor/staff reports section with the Board.

**C. Discussion on Pond Bank Stabilization**

This business item was discussed on vendor/staff reports section with the Board.

**D. General Matters of the District**

Mr. O'Conner, the president of the Sanctuary HOA asked the Board if the CDD could provide an easement for the HOA to place a shed that a golf cart they are purchasing be stored. The Board asked if he could send pictures of the proposed location so they could make a decision.

**5. CONSENT AGENDA ITEMS**

**A. Consideration of Board of Supervisors Regular Meeting Minutes February 22, 2023**

The meeting minutes were not available.



**B. Consideration of Operations and Maintenance Expenditures February 2023**

The Board reviewed the O&Ms for February 2023.

MOTION TO:	Approved the O&Ms for February 2023.
MADE BY:	Supervisor Ward
SECONDED BY:	Supervisor Miller
DISCUSSION:	None Further
RESULT:	Called to Vote: Motion PASSED 4/0 – Motion passed Unanimously.

**C. Review of Financial Statements Month Ending February 28, 2023**

The Board reviewed the financials ending February 28, 2023.

The Board had questions on the financials regarding the garbage collection line items is over budget, there is no line item for utility water usage, and Envera security speakers not working, and cameras not being monitored.

**6. SUPERVISOR REQUESTS**

Supervisor O'Connor stated the speed limit sign is down across from the school. She asked staff to investigate hiring a vendor to collect trash from the main streets three (3) days a week.

**7. AUDIENCE QUESTIONS, COMMENTS AND DISCUSSION FORUM**

Mr. O'Conner discussed the golf cart easement request.

Mr. Fleary questioned the status of the spa heating element being repaired.

**8. ADJOURNMENT**

MOTION TO:	Adjourn.
MADE BY:	Supervisor Ward
SECONDED BY:	Supervisor Miller
DISCUSSION:	None further
RESULT:	Called to Vote: Motion PASSED 4/0 – 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**

\_\_\_\_\_  
**Printed Name**

**Title:**

- ☐ **Chairman**  
☐ **Vice Chairman**

\_\_\_\_\_  
**Signature**

\_\_\_\_\_  
**Printed Name**

**Title:**

- ☐ **Secretary**  
☐ **Assistant Secretary**

*Recorded by Records Administrator*

\_\_\_\_\_  
*Signature*

\_\_\_\_\_  
*Date*

Official District Seal



# PARKWAY CENTER COMMUNITY DEVELOPMENT DISTRICT

April 25, 2023, 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 **Tuesday, April 25, 2023, at 6:30 p.m.** at **The Parkway Center Clubhouse located at 7461 S. Falkenburg Rd., Riverview, FL 33578.**

### 1. CALL TO ORDER/ROLL CALL

Gene Roberts called the Regular Meeting of the Board of Supervisors of the Parkway Center Community Development District to order on **Tuesday, April 25, 2023, at 6:30 p.m.**

#### Board Members Present and Constituting a Quorum:

Koko Miller	Chair
JoAnn Ward	Vice-Chair
Linda Bell	Supervisor
Tanya O'Connor	Supervisor
Charlotte Hazelwood	Supervisor

#### Staff Members Present:

Gene Roberts	District Manager, Inframark
Scott Steady	District Counsel, Burr and Forman
Dale Wentzel	Amenity Manager
Tonja Stewart	District Engineer, Stantec, Inc. <i>(via zoom meeting)</i>

There were approximately six (6) residents audience members in attendance and Representatives from LMP and Pine Lake.

### 2. PUBLIC COMMENT ON AGENDA ITEMS

There were no audience questions on agenda.

### 3. VENDOR/STAFF REPORTS

#### A. District Counsel

Scott Steady discussed the issue of resident fences being too close to the edge of the canal slope which intrudes into the districts easement that prohibits maintenance. He will draft a letter that will be sent to the residents in this area explaining the situation and requesting the fences be moved back.

Mr. Steady told the Board that he has had conversations with the attorney for Harvest Glen HOA requesting the district remove the Pine trees along Falkenburg that border the back yards of Harvest Glen. The Board's consensus was they are not willing to do so, and they will not allow any residents to have the trees removed.



**B. District Engineer**  
**i. Pond Bank Stabilization**

Tonja Stewart joined the meeting via Zoom to discuss the pond bank stabilization. Tonja Stewart stated that she has inspected the ponds in the Sanctuary and believes that at this time extensive remediation is not needed but she recommended that aquatic plants be added at the shoreline. She also discussed the canal slope behind Willow Beach and because of the severity of the slope it cannot be easily maintained. She has received a proposal from Site master's to bushhog the bank for \$4800 so she can better evaluate it.

MOTION TO:	Approve Site master's proposal for \$4800 to bushhog the bank.
MADE BY:	Supervisor O'Connor
SECONDED BY:	Supervisor Miller
DISCUSSION:	None Further
RESULT:	Called to Vote: Motion PASSED 5/0 – Motion passed Unanimously.

**C. District Manager**  
**i. Community Inspection Report**

The inspection reports were reviewed.

**4. BUSINESS ITEMS**

**A. Discussion on Landscaping RFP Proposals**

- i. Down To Earth**
- ii. LMP**
- iii. Pine Lakes**
- iv. Red Tree**

The Board reviewed the landscape maintenance proposals they received from four vendors.

Representatives from LMP and Pine Lake were in attendance and answered questions from the board. The Board decided they would like to visit and review the communities that the vendors currently maintain so they tabled planning until the May meeting.

**B. Discussion on Pond Bank Stabilization Planting Proposal**

This business item was discussed on vendor/staff reports section with the Board.

**C. General Matters of the District**

There were no general matters of the District.



**5. CONSENT AGENDA ITEMS**

**A. Consideration of Board of Supervisors Regular Meeting Minutes March 22, 2023**

Due to technical issues with the tablets that board was not able to review the minutes, so it was tabled until Mays meeting. February's minutes also need to be approved.

**B. Consideration of Operations and Maintenance Expenditures March 2023**

The Board reviewed the O&Ms for March 2023.

MOTION TO:	Approved the O&Ms for March 2023.
MADE BY:	Supervisor O'Connor
SECONDED BY:	Supervisor Ward
DISCUSSION:	None Further
RESULT:	Called to Vote: Motion PASSED 5/0 – Motion passed Unanimously.

**C. Review of Financial Statements Month Ending March 31, 2023**

The Board reviewed the financials ending March 31, 2023, and had no questions.

**6. SUPERVISOR REQUESTS**

Supervisor Ward stated that while doing the monthly community landscape inspections she has seen some improvement by Yellowstone but was concerned with the delays of irrigation repairs. The issue of the spa heater still not working was mentioned and she asked that staff contact Hawkins Electric to see if they can repair it.

Supervisor Ward also asked staff to either pave or concrete the bare area next to the pool slide.

Supervisor Miller stated that he recently attended a town hall meeting hosted by County Commissioner Gwen Myers and that he requested some of the streets in Oak Creek be repaved and additional streetlights be added.

**7. AUDIENCE QUESTIONS, COMMENTS AND DISCUSSION FORUM**

Mrs. Fleary asked if a pole or tree be added to the amenity parking lot circle to assist in visibility when backing up.

Mr. Fleary stated that the minutes on the district's website have not been updated in a few months.



Mr. O’Conner asked about the status of cleaning the drainage pipe in the pond outside the Sanctuary.

## 8. ADJOURNMENT

MOTION TO:	Adjourn.
MADE BY:	Supervisor Ward
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 CDD**  
**Summary of Operations and Maintenance Invoices**

Vendor	Invoice/Account Number	Amount	Vendor Total	Comments/Description
<b>Monthly Contract</b>				
DON HARRISON ENTERPRISES LLC	3007	\$665.40		ROUTINE MAINT. APRIL 2023
ENVERA SYSTEMS	727009	\$1,138.15		VIDEO MONITORING - 05/01/23-05/31/23
REPUBLIC SERVICES #696	2464 041723 ACH	\$195.09		TRASH PICK-UP - 05/01/23-05/31/23
YELLOWSTONE LANDSCAPE	TMC 511790	\$18,450.25		LANDSCAPE MAINT. APRIL 2023
<b>Monthly Contract Subtotal</b>		<b>\$20,448.89</b>		
<b>Variable Contract</b>				
CHARLOTTE HAZLEWOOD	CH 042523	\$200.00		SUPERVISOR FEE 04/25/23
JO ANN WARD	JW 042523	\$200.00		SUPERVISOR FEE 04/25/23
KOKO L. MILLER	KM 042523	\$200.00		SUPERVISOR FEE 04/25/23
LINDA W. BELL	LB 042523	\$200.00		SUPERVISOR FEE 04/25/23
TANYA OCONNOR	TO 042523	\$200.00		SUPERVISOR FEE 04/25/23
<b>Variable Contract Subtotal</b>		<b>\$1,000.00</b>		
<b>Utilities</b>				
TECO	0146 040623 ACH	\$820.50		ELECTRICITY SERVICES 03/03/23-03/31/23
TECO	0319 040523 ACH	\$9,806.12		BULK BILLING - 02/02/23-03/22/23
TECO	0369 040623 ACH	\$647.78		ELECTRICITY SERVICES 03/03/23-03/31/23
TECO	0609 040623 ACH	\$610.16		ELECTRICITY SERVICES 03/03/23-03/31/23
TECO	1963 040623 ACH	\$308.58		ELECTRICITY SERVICES 03/03/23-03/31/23
TECO	5560 040623 ACH	\$1,009.61	\$13,202.75	ELECTRICITY SERVICES 03/03/23-03/31/23
<b>Utilities Subtotal</b>		<b>\$13,202.75</b>		
<b>Regular Services</b>				
BURR & FORMAN LLP	1383340	\$227.50		GENERAL CONSULTING - PROFESSIONAL SERVICES THRU - 03/31/23
DOORKING INC.	2004549	\$32.95		CELL SERVICE - 03/14/23-04/13/23
ECO PEST SOLUTIONS	11385	\$150.00		PEST SERVICE - 02/27/23
ECO PEST SOLUTIONS	11832	\$150.00	\$300.00	COMMERCIAL PEST CONTROL - APRIL 2023
FIELDS CONSULTING GROUP, LLC	3050	\$1,275.00		TRESPASSING SIGNS
ILLUMINATIONS HOLIDAY LIGHTING	1631122 -A	\$7,875.00		LIGHTING SERVICE
NAVITAS CREDIT CORP	9292 042523 ACH	\$804.78		FITNESS EQUIPMENT "A"
PARKWAY CENTER CDD	04052023-1	\$3,434.93		SERIES 2018-2 AMENITY FY23 TAX DIST ID 616
PARKWAY CENTER CDD	04052023-2	\$4,532.97		SERIES 2018-1 FY23 TAX DIST ID 616
PARKWAY CENTER CDD	04052023-3	\$2,051.63	\$10,019.53	SERIES 2008 FY23 TAX DIST ID 616



<b>PARKWAY CENTER CDD</b>
<b>Summary of Operations and Maintenance Invoices</b>

Vendor	Invoice/Account Number	Amount	Vendor Total	Comments/Description
SPEAREM ENTERPRISES	5704	\$1,200.00		LABOR - 03/24/23-04/14/23 CLUBHOUSE CLEANING
STANTEC CONSULTING	2014454	\$2,770.00		DISTRICT ENGINEER SERVICES THRU - 11/30/22
STANTEC CONSULTING	2064912	\$1,142.00		DISTRICT ENGINEER SERVICES THRU - 03/24/23
STANTEC CONSULTING	2070283	\$1,075.00	\$4,987.00	DISTRICT ENGINEER SERVICES THRU - 03/31/23
YELLOWSTONE LANDSCAPE	514318	\$1,364.50		IRRIGATION REPAIRS
<b>Regular Services Subtotal</b>		<b>\$28,086.26</b>		
<b>Additional Services</b>				
CARSONS LAWN & LANDSCAPING	7760	\$375.00		DEAD PALM TREE REMOVED
<b>Additional Services Subtotal</b>		<b>\$375.00</b>		
<b>TOTAL</b>		<b>\$63,112.90</b>		

Approved (with any necessary revisions noted):

Signature: \_\_\_\_\_

Title (Check one):

☐ Chariman   ☐ Vice Chariman   ☐ Assistant Secretary



Don Harrison Enterprises LLC										No 3007	
2510 Priscilla Ct. Lutz, FL 33559-5679 (813) 363-6286 #00434 #13010124										DATE 04/25/23	
Received										APR 27 2023	
NAME Park Day Center - C/D/D										STREET 2005 Park Ave - Circle	
CITY Tampa										STATE FL	
JOB NAME/LOCATION										ZIP 33607	
ADDRESS Oak Creek										SCHEDULED DATE/TIME	
WORK TAKEN BY Dan										ORDERED BY Gene Roberts	
DESCRIPTION OF WORK										ROUTINE MAINTENANCE FOR THE MONTH OF APRIL 2023. REPAIRED (2) BROKEN FIXTURES AT BELMONT ENTRANCE.	
ASK ABOUT OUR SERVICE CONTRACTS										PARTS WARRANTY - All parts as recorded are warranted as per manufacturer specifications. LABOR GUARANTEE - The labor charges as recorded here are relative to the equipment serviced as noted, is guaranteed for a period of 30 days.	
UPON INSPECTION, OUR TRAINED PERSONNEL RECOMMEND THE FOLLOWING:										AMOUNT 135.40	
CHARGES										LABOR 80.00	
TOTALS										TOTAL LABOR 80.00	
MISC.										TOTAL 135.40	
PERMITS										TOTAL 135.40	
MISC.										TOTAL 135.40	
TAX										TOTAL 135.40	
LABOR										TOTAL 135.40	
TOTAL										TOTAL 135.40	
CUSTOMER SIGNATURE										CUSTOMER SIGNATURE	
I hereby accept above service as being satisfactory and acknowledge that equipment has been left in good condition.										I hereby accept above service as being satisfactory and acknowledge that equipment has been left in good condition.	



Envera  
8281 Blaikie Court  
Sarasota, FL 34240  
(941) 556-0731

Received  
APR 10 2023

Invoice	
Invoice Number 727009	Date 04/01/2023
Customer Number 400493	Due Date 05/01/2023

Page 1

Customer Name	Customer Number	P.O. Number	Invoice Number	Due Date
Parkway Center CDD	400493		727009	05/01/2023
Quantity	Description		Rate	Amount
Parkway Center CDD, 7461 S. Faulkenburg Rd, Riverview, FL				
1.00	Active Video Monitoring 05/01/2023 - 05/31/2023		715.00	715.00
1.00	Service & Maintenance 05/01/2023 - 05/31/2023		343.75	343.75
	Sales Tax			79.40
	Payments/Credits Applied			0.00
Invoice Balance Due:				\$1,138.15

### IMPORTANT MESSAGES

Important Numbers to Know:

Billing Questions: (941) 556-0743  
Email: ar@enverasystems.com  
Service: (941) 556-0734

Date	Invoice #	Description	Amount	Balance Due
04/01/2023	727009	Alarm Monitoring Services	\$1,138.15	\$1,138.15

Envera  
8281 Blaikie Court  
Sarasota, FL 34240  
(941) 556-0731

Return Service Requested

Invoice	
Invoice Number 727009	Date 04/01/2023
Customer Number 400493	Due Date 05/01/2023

Net Due: \$1,138.15

Amount Enclosed: \_\_\_\_\_

|||||  
PARKWAY CENTER CDD  
C/O INFRAMARK  
2005 PAN AM CIR STE 300  
TAMPA, FL 33607-6008

2835

REMIT TO:

Envera  
PO Box 2086  
Hicksville, NY 11802

229





5210 W Linebaugh Ave  
Tampa FL 33624-503434

**Customer Service** (813) 265-0292  
RepublicServices.com/Support

**Important Information**

It's easy to go paperless! Sign up for Paperless Billing at RepublicServices.com and enjoy the convenience of managing your account anytime, anywhere, on any device.

<b>Account Number</b>	<b>3-0696-0046402</b>
Invoice Number	0696-001102464
Invoice Date	April 17, 2023
Previous Balance	\$2.53CR
Payments/Adjustments	\$0.00
<b>Current Invoice Charges</b>	<b>\$195.09</b>

**Autopayment**  
**\$192.56**

**Payment Due Date**  
**May 07, 2023**

**CURRENT INVOICE CHARGES**

Description	Reference	Quantity	Unit Price	Amount
<b>Parkway Center Cdd 7461 S Falkenburg Rd CSA A217954588</b>				
<b>Riverview, FL</b>				
<b>1 Waste Container 4 Cu Yd, 1 Lift Per Week</b>				
<b>Disposal:SOUTHCO - CLASS 1</b>				
Pickup Service 05/01-05/31			\$127.07	\$127.07
Container Refresh 05/01-05/31		1.0000	\$9.00	\$9.00
<b>Total Fuel/Environmental Recovery Fee</b>				\$59.02
<b>CURRENT INVOICE CHARGES, AutoPayment due on May 07, 2023</b>				<b>\$195.09</b>

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RepublicServices.com today.



5210 W Linebaugh Ave  
Tampa FL 33624-503434

Do not Pay  
\* Thank You For Your Automatic Payment \*

<b>Autopayment</b>	<b>\$192.56</b>
<b>Payment Due Date</b>	<b>May 07, 2023</b>
<b>Account Number</b>	<b>3-0696-0046402</b>
<b>Invoice Number</b>	<b>0696-001102464</b>



For Billing Address Changes,  
Check Box and Complete Reverse.

Make Checks Payable To:

Address Service Requested

PARKWAY CENTER CDD  
GENE ROBERTS  
2005 PAN AM CIR  
STE 300  
TAMPA FL 33607-6008

REPUBLIC SERVICES #696  
PO BOX 9001099  
LOUISVILLE KY 40290-1099





## UNDERSTANDING YOUR BILL

Visit [RepublicServices.com/MyBill](http://RepublicServices.com/MyBill)

### Check Processing

When you provide a check as payment, you authorize us to use information from your check to make a one-time electronic fund transfer from your account. When we make an electronic transfer, funds may be withdrawn from your account the same day we receive your payment or check and you will not receive your check back from your financial institution.

### Cancellation & Payment Policy

Unless prohibited by applicable law, regulation, or franchise or other agreement: (1) we reserve the right to require that payment for services be made only by check, credit card or money order; and (2) if service is canceled during a billing cycle, you will remain responsible for all charges, fees and taxes through the end of the billing cycle. You will not be entitled to proration of billing or a refund for the period between the notice of termination and the end of the current billing cycle.

### Understanding Our Rates, Charges and Fees

If you are receiving service from Republic Services without a written contract, please visit [RepublicServices.com/Fees](http://RepublicServices.com/Fees) to review the financial terms and conditions relating to your service. If you are receiving service from Republic Services pursuant to a written contract, but have questions relating to any charges or fees, [RepublicServices.com/Fees](http://RepublicServices.com/Fees) provides a detailed description of Republic Services most common charges and fees. If you do not have access to a computer, you may request that a copy be mailed to you by calling Customer Service at the number on the front of this invoice.

Please fill out the form below if your billing address has changed and return this portion of your statement to us using the envelope enclosed. Thank you!

#### BILLING ADDRESS CHANGE

Address		
City	State	Zip Code
Phone	Alternate Phone	





## INVOICE

INVOICE #	INVOICE DATE
TMC 511790	4/3/2023
TERMS	PO NUMBER
Net 30	

**Bill To:**

Parkway Center CDD  
c/o Inframark  
2005 Pan Am Circle, Suite 300  
Tampa, FL 33607

**Property Name:** Parkway Center CDD

**Remit To:**

Yellowstone Landscape  
PO Box 101017  
Atlanta, GA 30392-1017

**Invoice Due Date:** May 3, 2023

**Invoice Amount:** \$18,450.25

Description	Current Amount
Monthly Landscape Maintenance April 2023	\$18,450.25

**Invoice Total** **\$18,450.25**

*Excellence*

IN COMMERCIAL LANDSCAPING

**Should you have any questions or inquiries please call (386) 437-6211.**



Parkway Center CDD

MEETING DATE: April 25, 2023, 2023

*GR*

SUPERVISORS	CHECK IF IN ATTENDANCE	STATUS	PAYMENT AMOUNT
Jo Ann Ward	<input checked="" type="checkbox"/>	Accept	\$200
Linda Bell	<input checked="" type="checkbox"/>	Accept	\$200
Tanya O'Conner	<input checked="" type="checkbox"/>	Accept	\$200
Charlotte Hazlewood	<input checked="" type="checkbox"/>	Accept	\$200
Koko Miller	<input checked="" type="checkbox"/>	Accept	\$200

DMS Staff Signature Gene Roberts

CH 042523



Parkway Center CDD

MEETING DATE: April 25, 2023, 2023

*GR*

SUPERVISORS	CHECK IF IN ATTENDANCE	STATUS	PAYMENT AMOUNT
Jo Ann Ward	<input checked="" type="checkbox"/>	Accept	\$200
Linda Bell	<input checked="" type="checkbox"/>	Accept	\$200
Tanya O'Conner	<input checked="" type="checkbox"/>	Accept	\$200
Charlotte Hazlewood	<input checked="" type="checkbox"/>	Accept	\$200
Koko Miller	<input checked="" type="checkbox"/>	Accept	\$200

DMS Staff Signature Gene Roberts

JW 042523



Parkway Center CDD

MEETING DATE: April 25, 2023, 2023

*GR*

SUPERVISORS	CHECK IF IN ATTENDANCE	STATUS	PAYMENT AMOUNT
Jo Ann Ward	<i>/</i>	Accept	\$200
Linda Bell	<i>/</i>	Accept	\$200
Tanya O'Conner	<i>/</i>	Accept	\$200
Charlotte Hazlewood	<i>/</i>	Accept	\$200
Koko Miller	<i>/</i>	Accept	\$200

DMS Staff Signature *Gene Roberts*

*Km 042523*



Parkway Center CDD

MEETING DATE: April 25, 2023, 2023

*GR*

SUPERVISORS	CHECK IF IN ATTENDANCE	STATUS	PAYMENT AMOUNT
Jo Ann Ward	<input checked="" type="checkbox"/>	Accept	\$200
Linda Bell	<input checked="" type="checkbox"/>	Accept	\$200
Tanya O'Conner	<input checked="" type="checkbox"/>	Accept	\$200
Charlotte Hazlewood	<input checked="" type="checkbox"/>	Accept	\$200
Koko Miller	<input checked="" type="checkbox"/>	Accept	\$200

DMS Staff Signature Gene Roberts

LB 042523



Parkway Center CDD

MEETING DATE: April 25, 2023, 2023

*GR*

SUPERVISORS	CHECK IF IN ATTENDANCE	STATUS	PAYMENT AMOUNT
Jo Ann Ward	<i>/</i>	Accept	\$200
Linda Bell	<i>/</i>	Accept	\$200
Tanya O'Conner	<i>/</i>	Accept	\$200
Charlotte Hazlewood	<i>/</i>	Accept	\$200
Koko Miller	<i>/</i>	Accept	\$200

DMS Staff Signature *Gene Roberts*

*TO 042523*





## ACCOUNT INVOICE

tampaelectric.com | f t p g+ YouTube in

Statement Date: 04/06/2023

Account: 211001800146

PARKWAY CENTER CDD  
PARKWAY CENTER CDD  
OAK CREEK PH 1C-1 RD  
RIVERVIEW, FL 33569-0000

Current month's charges:	\$820.50
Total amount due:	\$820.50
Payment Due By:	04/27/2023

### Your Account Summary

Previous Amount Due	\$818.23
Payment(s) Received Since Last Statement	-\$818.23
<b>Current Month's Charges</b>	<b>\$820.50</b>
<b>Total Amount Due</b>	<b>\$820.50</b>

**DO NOT PAY. Your account will be drafted on 04/27/2023**

### A one-stop shop to manage your account.



- Report an outage
- Check the status of your account
- Review and pay your balance
- Access your billing and payment history
- Monitor your energy use
- Sign up for notifications and programs

Log in at **TECOaccount.com** today!

*Amount not paid by due date may be assessed a late payment charge and an additional deposit.*

## Yard project? Avoid damage and fines

Learn more at [TampaElectric.com/811](http://TampaElectric.com/811)



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:	\$820.50
Total amount due:	\$820.50
Payment Due By:	04/27/2023
Amount Enclosed	\$

671136872365 DO NOT PAY, YOUR ACCOUNT WILL BE DRAFTED ON 04/27/2023

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 INVOICE

tampaelectric.com | [f](#) [t](#) [p](#) [g+](#) [in](#)

**Account:** 211001800146  
**Statement Date:** 04/06/2023  
**Current month's charges due** 04/27/2023

### Details of Charges – Service from 03/03/2023 to 03/31/2023

Service for: OAK CREEK PH 1C-1 RD, RIVERVIEW, FL 33569-0000

#### Rate Schedule: Lighting Service

#### Lighting Service Items LS-1 (Bright Choices) for 29 days

Lighting Energy Charge	304 kWh @ \$0.03511/kWh	\$10.67
Fixture & Maintenance Charge	19 Fixtures	\$175.37
Lighting Pole / Wire	19 Poles	\$612.37
Lighting Fuel Charge	304 kWh @ \$0.05169/kWh	\$15.71
Storm Protection Charge	304 kWh @ \$0.01466/kWh	\$4.46
Clean Energy Transition Mechanism	304 kWh @ \$0.00036/kWh	\$0.11
Storm Surcharge	304 kWh @ \$0.00326/kWh	\$0.99
Florida Gross Receipt Tax		\$0.82

#### Lighting Charges

**\$820.50**

#### Total Current Month's Charges

**\$820.50**



PARKWAY CENTER CDD  
2005 PAN AM CIR, STE 300  
TAMPA, FL 33607



ACH

Statement Date: 04/05/23  
Account: 311000070319

Current month's charges:	\$9,806.12
Total amount due:	\$9,806.12
Payment Due By:	04/20/23

### Your Account Summary

Previous Amount Due	\$9,668.35
Payment(s) Received Since Last Statement	-\$9,668.35
Credit balance after payments and credits	\$0.00
<b>Current Month's Charges</b>	<b>\$9,806.12</b>
<b>Total Amount Due</b>	<b>\$9,806.12</b>

**DO NOT PAY. Your account will be drafted on 04/20/23**

### Things to do:

- ✓ Read new bill carefully
- ✓ Make note of new account number
- ✓ Check out guide on last page
- ✓ Register at [tecoaccount.com](http://tecoaccount.com)

Amount not paid by due date may be assessed a late payment charge and an additional deposit.



### More options for you.

Visit [tecoaccount.com](http://tecoaccount.com) to view and pay your bill, manage your information and more, 24/7 from any device.

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:	\$9,806.12
Total amount due:	\$9,806.12
Payment Due By:	04/20/23

**Amount Enclosed** \$

700375002641 DO NOT PAY, YOUR ACCOUNT WILL BE DRAFTED ON 04/20/23

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 daily amount that covers the cost to provide service to your location. This charge is billed monthly regardless of any electricity used.

**Bright Choices<sup>SM</sup>** – The associated fees and charges for leased outdoor lighting services.

**Budget Billing** – Optional plan averages your home's last 12 monthly billing periods so you pay the same amount for your service each month.

**Clean Energy Transition Mechanism (CETM)** – A charge to recover costs associated with electric meter upgrades and the closing of certain coal generating plants to support Tampa Electric's transition to produce clean energy.

**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.

For more information about your bill, please visit [tampaelectric.com](http://tampaelectric.com).

**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 Tampa Electric program administered by the Salvation Army and the Catholic Charities Diocese of St. Petersburg that helps pay energy bills of customers in need. If you choose to contribute, 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.

**Storm Surcharge** – The charge that will recover the cost of storms charged to the storm reserve.

**Sun Select<sup>SM</sup>** – 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<sup>SM</sup>** – 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<sup>SM</sup>** – Surge protection for your home or business sold separately as a non-energy charge.

### 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.



## 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	\$96.65
PARKWAY CENTER CDD	211001738759	8380 STILL RIVER DR RIVERVIEW, FL 33569-0000	\$151.81
PARKWAY CENTER CDD	211001739070	8421 CASTLE CREEK DR LITES RIVERVIEW, FL 33578-0000	\$434.16
PARKWAY CENTER CDD	211001739302	8405 CASTLE CREEK DR SIGN RIVERVIEW, FL 33578-0000	\$65.15
PARKWAY CENTER CDD	211001739567	FALKENBURG/WOOLLEY RIVERVIEW, FL 33578-0000	\$4485.30
PARKWAY CENTER CDD	211001739864	OAK CRK PH2 RIVERVIEW, FL 33578-0000	\$1205.82
PARKWAY CENTER CDD	211001800955	OAK CREEK PARCEL 1B RIVERVIEW, FL 33569-0000	\$852.02
PARK PLACE CDD	211015022604	OAK CREEK 1A TAMPA, FL 33602-0000	\$961.97
PARKWAY CENTER CDD	211014450103	5707 STILL WATER DR, #B RIVERVIEW, FL 33569-0000	\$136.82
PARKWAY CENTER CDD	211014450376	5707 STILL WATER DR, #C RIVERVIEW, FL 33569-0000	\$85.87
PARKWAY CENTER CDD	211014450640	5707 STILL WATER DR, #D RIVERVIEW, FL 33569-0000	\$95.11
PARKWAY CENTER CDD	211014450897	5707 STILL RIVER DR, #A RIVERVIEW, FL 33569-0000	\$54.65
PARKWAY CENTER CDD	211014451127	7330 FALKENBURG RD ENT RIVERVIEW, FL 33578-0000	\$69.77
PARKWAY CENTER CDD	211014451317	OAK CREEK SF, PH 2B4 TAMPA, FL 33602-0000	\$247.36
PARKWAY CENTER CDD	211014451523	OAK CREEK SF PH2B 2/3 LUTZ, FL 33549-0000	\$478.88
PARKWAY CENTER	211014451713	OAK CREEK SF, PH HH RIVERVIEW, FL 33569-0000	\$384.78





# ACCOUNT INVOICE

tampaelectric.com



**Account:** 211001738486  
**Statement Date:** 03/31/23

## Details of Charges – Service from 02/02/23 to 03/02/23

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	03/02/23	21,090		20,559		531 kWh	1	29 Days
Daily Basic Service Charge			29 days @ \$0.75000			\$21.75	<div>Tampa Electric Usage History</div> <div>Kilowatt-Hours Per Day (Average)</div> <div><div>MAR 2023</div><div>FEB</div><div>JAN</div><div>DEC</div><div>NOV</div><div>OCT</div><div>SEP</div><div>AUG</div><div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div></div></div>	
Energy Charge			531 kWh @ \$0.07990/kWh			\$42.43		
Fuel Charge			531 kWh @ \$0.04832/kWh			\$25.66		
Storm Protection Charge			531 kWh @ \$0.00400/kWh			\$2.12		
Clean Energy Transition Mechanism			531 kWh @ \$0.00427/kWh			\$2.27		
Florida Gross Receipt Tax						\$2.42		
Electric Service Cost						\$96.65		
Current Month's Electric Charges						\$96.65		





# ACCOUNT INVOICE

tampaelectric.com



**Account:** 211001738759

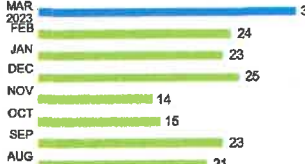
**Statement Date:** 03/31/23

## Details of Charges – Service from 02/02/23 to 03/02/23

Service for: 8380 STILL RIVER DR, RIVERVIEW, FL 33569-0000

**Rate Schedule: General Service - Non Demand**

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Meter Number	Read Date	Current Reading	-	Previous Reading	=	Total Used	Multiplier	Billing Period
1000326790	03/02/23	27,569		26,644		925 kWh	1	29 Days
Daily Basic Service Charge		29 days @ \$0.75000				\$21.75	<div>Tampa Electric Usage History</div> <div>Kilowatt-Hours Per Day (Average)</div> 	
Energy Charge		925 kWh @ \$0.07990/kWh				\$73.91		
Fuel Charge		925 kWh @ \$0.04832/kWh				\$44.70		
Storm Protection Charge		925 kWh @ \$0.00400/kWh				\$3.70		
Clean Energy Transition Mechanism		925 kWh @ \$0.00427/kWh				\$3.95		
Florida Gross Receipt Tax						\$3.80		
Electric Service Cost						\$151.81		
Current Month's Electric Charges						\$151.81		





# ACCOUNT INVOICE

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**Account:** 211001739070  
**Statement Date:** 03/31/23

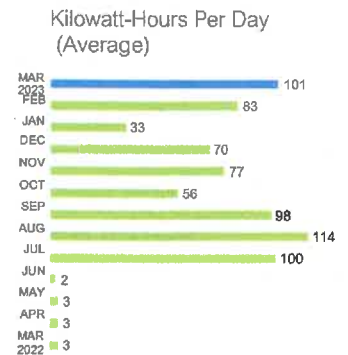
## Details of Charges – Service from 02/02/23 to 03/02/23

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	03/02/23	89,958		87,016		2,942 kWh	1	29 Days
Daily Basic Service Charge		29 days @ \$0.75000				\$21.75		
Energy Charge		2,942 kWh @ \$0.07990/kWh				\$235.07		
Fuel Charge		2,942 kWh @ \$0.04832/kWh				\$142.16		
Storm Protection Charge		2,942 kWh @ \$0.00400/kWh				\$11.77		
Clean Energy Transition Mechanism		2,942 kWh @ \$0.00427/kWh				\$12.56		
Florida Gross Receipt Tax						\$10.85		
<b>Electric Service Cost</b>						<b>\$434.16</b>		
<b>Current Month's Electric Charges</b>						<b>\$434.16</b>		

### Tampa Electric Usage History



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**Account:** 211001739302  
**Statement Date:** 03/31/23



**Details of Charges – Service from 02/02/23 to 03/02/23**

Service for: 8405 CASTLE CREEK DR SIGN, RIVERVIEW, FL 33578-0000

**Rate Schedule: General Service - Non Demand**

Meter Number	Read Date	Current Reading	-	Previous Reading	=	Total Used	Multiplier	Billing Period
1000705281	03/02/23	12,762		12,456		306 kWh	1	29 Days
Daily Basic Service Charge		29 days @ \$0.75000				\$21.75	<b>Tampa Electric Usage History</b> Kilowatt-Hours Per Day (Average)	
Energy Charge		306 kWh @ \$0.07990/kWh				\$24.45		
Fuel Charge		306 kWh @ \$0.04832/kWh				\$14.79		
Storm Protection Charge		306 kWh @ \$0.00400/kWh				\$1.22		
Clean Energy Transition Mechanism		306 kWh @ \$0.00427/kWh				\$1.31		
Florida Gross Receipt Tax						\$1.63		
<b>Electric Service Cost</b>						<b>\$65.15</b>		
<b>Current Month's Electric Charges</b>						<b>\$65.15</b>		





## ACCOUNT INVOICE

tampaelectric.com



**Account:** 211001739567  
**Statement Date:** 03/31/23

### Details of Charges – Service from 02/02/23 to 03/02/23

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	5878 kWh @ \$0.03511/kWh	\$206.38
Fixture & Maintenance Charge	71 Fixtures	\$1607.36
Lighting Pole / Wire	71 Poles	\$2288.33
Lighting Fuel Charge	5878 kWh @ \$0.04767/kWh	\$280.20
Storm Protection Charge	5878 kWh @ \$0.01466/kWh	\$86.17
Clean Energy Transition Mechanism	5878 kWh @ \$0.00036/kWh	\$2.12
Florida Gross Receipt Tax		\$14.74

#### Lighting Charges

**\$4,485.30**

#### Current Month's Electric Charges

**\$4,485.30**

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## ACCOUNT INVOICE

tampaelectric.com



**Account:** 211001739864  
**Statement Date:** 03/31/23

### Details of Charges – Service from 02/02/23 to 03/02/23

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	448 kWh @ \$0.03511/kWh	\$15.73
Fixture & Maintenance Charge	28 Fixtures	\$258.44
Lighting Pole / Wire	28 Poles	\$902.44
Lighting Fuel Charge	448 kWh @ \$0.04767/kWh	\$21.36
Storm Protection Charge	448 kWh @ \$0.01466/kWh	\$6.57
Clean Energy Transition Mechanism	448 kWh @ \$0.00036/kWh	\$0.16
Florida Gross Receipt Tax		\$1.12
<b>Lighting Charges</b>		<b>\$1,205.82</b>
<b>Current Month's Electric Charges</b>		<b>\$1,205.82</b>

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## ACCOUNT INVOICE

tampaelectric.com



**Account:** 211001800955  
**Statement Date:** 03/31/23

### Details of Charges – Service from 02/22/23 to 03/22/23

Service for: OAK CREEK PARCEL 1B, RIVERVIEW, FL 33569-0000

#### Rate Schedule: Lighting Service

#### Lighting Service Items LS-1 (Bright Choices) for 29 days

Lighting Energy Charge	496 kWh @ \$0.03511/kWh	\$17.41
Fixture & Maintenance Charge	31 Fixtures	\$286.13
Lighting Pole / Wire	31 Poles	\$516.15
Lighting Fuel Charge	496 kWh @ \$0.04767/kWh	\$23.64
Storm Protection Charge	496 kWh @ \$0.01466/kWh	\$7.27
Clean Energy Transition Mechanism	496 kWh @ \$0.00036/kWh	\$0.18
Florida Gross Receipt Tax		\$1.24

#### Lighting Charges

**\$852.02**

#### Current Month's Electric Charges

**\$852.02**

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## ACCOUNT INVOICE

tampaelectric.com



**Account:** 211015022604  
**Statement Date:** 03/31/23



### Details of Charges – Service from 02/22/23 to 03/22/23

Service for: OAK CREEK 1A, TAMPA, FL 33602-0000

#### Rate Schedule: Lighting Service

#### Lighting Service Items LS-1 (Bright Choices) for 29 days

Lighting Energy Charge	560 kWh @ \$0.03511/kWh	\$19.66
Fixture & Maintenance Charge	35 Fixtures	\$323.05
Lighting Pole / Wire	35 Poles	\$582.75
Lighting Fuel Charge	560 kWh @ \$0.04767/kWh	\$26.70
Storm Protection Charge	560 kWh @ \$0.01466/kWh	\$8.21
Clean Energy Transition Mechanism	560 kWh @ \$0.00036/kWh	\$0.20
Florida Gross Receipt Tax		\$1.40

#### Lighting Charges

**\$961.97**

#### Current Month's Electric Charges

**\$961.97**

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# ACCOUNT INVOICE

tampaelectric.com



**Account:** 211014450103  
**Statement Date:** 03/31/23

## Details of Charges – Service from 02/02/23 to 03/02/23

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	03/02/23	27,750		26,932		818 kWh	1	29 Days
Daily Basic Service Charge			29 days @ \$0.75000			\$21.75	Tampa Electric Usage History	
Energy Charge			818 kWh @ \$0.07990/kWh			\$65.36	Kilowatt-Hours Per Day (Average)	
Fuel Charge			818 kWh @ \$0.04832/kWh			\$39.53		
Storm Protection Charge			818 kWh @ \$0.00400/kWh			\$3.27		
Clean Energy Transition Mechanism			818 kWh @ \$0.00427/kWh			\$3.49		
Florida Gross Receipt Tax						\$3.42		
Electric Service Cost						\$136.82		
Current Month's Electric Charges						\$136.82		

MAR 2023

FEB

JAN

DEC

NOV

OCT

SEP

AUG

21

22

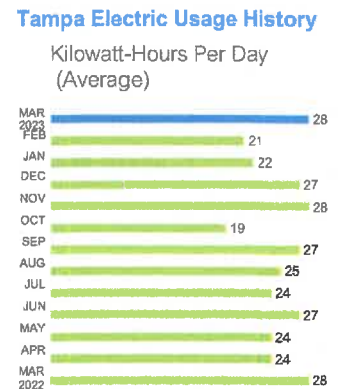
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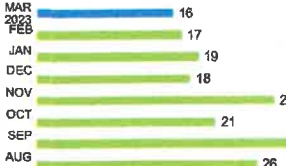
**Account:** 211014450376  
**Statement Date:** 03/31/23

## Details of Charges – Service from 02/02/23 to 03/02/23

Service for: 5707 STILL WATER DR, #C, RIVERVIEW, FL 33569-0000

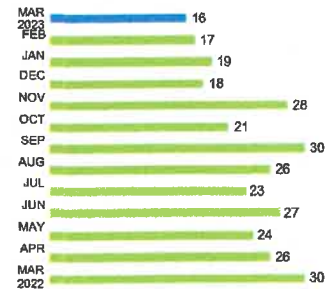
**Rate Schedule: General Service - Non Demand**

Meter Location: # C

Meter Number	Read Date	Current Reading	-	Previous Reading	=	Total Used	Multiplier	Billing Period																		
1000492499	03/02/23	25,591		25,137		454 kWh	1	29 Days																		
Daily Basic Service Charge			29 days @ \$0.75000			\$21.75	<div>Tampa Electric Usage History</div> <div>Kilowatt-Hours Per Day (Average)</div>  <table><thead><tr><th>Month</th><th>Kilowatt-Hours Per Day (Average)</th></tr></thead><tbody><tr><td>MAR 2023</td><td>16</td></tr><tr><td>FEB</td><td>17</td></tr><tr><td>JAN</td><td>19</td></tr><tr><td>DEC</td><td>18</td></tr><tr><td>NOV</td><td>28</td></tr><tr><td>OCT</td><td>21</td></tr><tr><td>SEP</td><td>3</td></tr><tr><td>AUG</td><td>26</td></tr></tbody></table>		Month	Kilowatt-Hours Per Day (Average)	MAR 2023	16	FEB	17	JAN	19	DEC	18	NOV	28	OCT	21	SEP	3	AUG	26
Month	Kilowatt-Hours Per Day (Average)																									
MAR 2023	16																									
FEB	17																									
JAN	19																									
DEC	18																									
NOV	28																									
OCT	21																									
SEP	3																									
AUG	26																									
Energy Charge			454 kWh @ \$0.07990/kWh			\$36.27																				
Fuel Charge			454 kWh @ \$0.04832/kWh			\$21.94																				
Storm Protection Charge			454 kWh @ \$0.00400/kWh			\$1.82																				
Clean Energy Transition Mechanism			454 kWh @ \$0.00427/kWh			\$1.94																				
Florida Gross Receipt Tax						\$2.15																				
<b>Electric Service Cost</b>						<b>\$85.87</b>																				
<b>Current Month's Electric Charges</b>						<b>\$85.87</b>																				

### Tampa Electric Usage History

Kilowatt-Hours Per Day  
(Average)



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# ACCOUNT INVOICE

tampaelectric.com




**Account:** 211014450640  
**Statement Date:** 03/31/23

## Details of Charges – Service from 02/02/23 to 03/02/23

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	03/02/23	19,557		19,037		520 kWh	1	29 Days																		
Daily Basic Service Charge			29 days @ \$0.75000			\$21.75	<div>Tampa Electric Usage History</div> <div>Kilowatt-Hours Per Day (Average)</div>  <table><thead><tr><th>Month</th><th>Usage (kWh)</th></tr></thead><tbody><tr><td>MAR 2023</td><td>18</td></tr><tr><td>FEB</td><td>15</td></tr><tr><td>JAN</td><td>18</td></tr><tr><td>DEC</td><td>19</td></tr><tr><td>NOV</td><td>18</td></tr><tr><td>OCT</td><td>17</td></tr><tr><td>SEP</td><td>17</td></tr><tr><td>AUG</td><td>14</td></tr></tbody></table>		Month	Usage (kWh)	MAR 2023	18	FEB	15	JAN	18	DEC	19	NOV	18	OCT	17	SEP	17	AUG	14
Month	Usage (kWh)																									
MAR 2023	18																									
FEB	15																									
JAN	18																									
DEC	19																									
NOV	18																									
OCT	17																									
SEP	17																									
AUG	14																									
Energy Charge			520 kWh @ \$0.07990/kWh			\$41.55																				
Fuel Charge			520 kWh @ \$0.04832/kWh			\$25.13																				
Storm Protection Charge			520 kWh @ \$0.00400/kWh			\$2.08																				
Clean Energy Transition Mechanism			520 kWh @ \$0.00427/kWh			\$2.22																				
Florida Gross Receipt Tax						\$2.38																				
Electric Service Cost						\$95.11																				
Current Month's Electric Charges						\$95.11																				





**Account:** 211014450897  
**Statement Date:** 03/31/23

## Details of Charges – Service from 02/02/23 to 03/02/23

Service for: 5707 STILL RIVER DR, #A, RIVERVIEW, FL 33569-0000

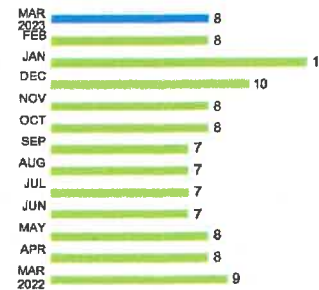
**Rate Schedule: General Service - Non Demand**

Meter Location: # A

Meter Number	Read Date	Current Reading	-	Previous Reading	=	Total Used	Multiplier	Billing Period
1000536130	03/02/23	8,348		8,117		231 kWh	1	29 Days
Daily Basic Service Charge		29 days @ \$0.75000				\$21.75		
Energy Charge		231 kWh @ \$0.07990/kWh				\$18.46		
Fuel Charge		231 kWh @ \$0.04832/kWh				\$11.16		
Storm Protection Charge		231 kWh @ \$0.00400/kWh				\$0.92		
Clean Energy Transition Mechanism		231 kWh @ \$0.00427/kWh				\$0.99		
Florida Gross Receipt Tax						\$1.37		
<b>Electric Service Cost</b>						<b>\$54.65</b>		
<b>Current Month's Electric Charges</b>						<b>\$54.65</b>		

### Tampa Electric Usage History

Kilowatt-Hours Per Day  
(Average)



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# ACCOUNT INVOICE

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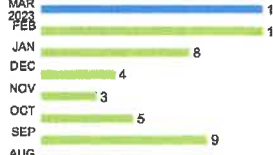


**Account:** 211014451127  
**Statement Date:** 03/31/23

## Details of Charges – Service from 02/02/23 to 03/02/23

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	03/02/23	25,248		24,909		339 kWh	1	29 Days																		
Daily Basic Service Charge		29 days @ \$0.75000				\$21.75	<div>Tampa Electric Usage History</div> <div>Kilowatt-Hours Per Day (Average)</div>  <table><thead><tr><th>Month</th><th>Average kWh Per Day</th></tr></thead><tbody><tr><td>MAR 2023</td><td>12</td></tr><tr><td>FEB</td><td>12</td></tr><tr><td>JAN</td><td>8</td></tr><tr><td>DEC</td><td>4</td></tr><tr><td>NOV</td><td>3</td></tr><tr><td>OCT</td><td>5</td></tr><tr><td>SEP</td><td>9</td></tr><tr><td>AUG</td><td>9</td></tr></tbody></table>		Month	Average kWh Per Day	MAR 2023	12	FEB	12	JAN	8	DEC	4	NOV	3	OCT	5	SEP	9	AUG	9
Month	Average kWh Per Day																									
MAR 2023	12																									
FEB	12																									
JAN	8																									
DEC	4																									
NOV	3																									
OCT	5																									
SEP	9																									
AUG	9																									
Energy Charge		339 kWh @ \$0.07990/kWh				\$27.09																				
Fuel Charge		339 kWh @ \$0.04832/kWh				\$16.38																				
Storm Protection Charge		339 kWh @ \$0.00400/kWh				\$1.36																				
Clean Energy Transition Mechanism		339 kWh @ \$0.00427/kWh				\$1.45																				
Florida Gross Receipt Tax						\$1.74																				
Electric Service Cost						\$69.77																				
Current Month's Electric Charges						\$69.77																				





## ACCOUNT INVOICE

tampaelectric.com



**Account:** 211014451317  
**Statement Date:** 03/31/23

### Details of Charges – Service from 02/22/23 to 03/22/23

Service for: OAK CREEK SF, PH 2B4, TAMPA, FL 33602-0000

#### Rate Schedule: Lighting Service

#### Lighting Service Items LS-1 (Bright Choices) for 29 days

Lighting Energy Charge	144 kWh @ \$0.03511/kWh	\$5.06
Fixture & Maintenance Charge	9 Fixtures	\$83.07
Lighting Pole / Wire	9 Poles	\$149.85
Lighting Fuel Charge	144 kWh @ \$0.04767/kWh	\$6.86
Storm Protection Charge	144 kWh @ \$0.01466/kWh	\$2.11
Clean Energy Transition Mechanism	144 kWh @ \$0.00036/kWh	\$0.05
Florida Gross Receipt Tax		\$0.36
<b>Lighting Charges</b>		<b>\$247.36</b>
<b>Current Month's Electric Charges</b>		<b>\$247.36</b>

00000030-0000325-Page 19 of 22





## ACCOUNT INVOICE

tampaelectric.com



**Account:** 211014451523

**Statement Date:** 03/31/23

### Details of Charges – Service from 02/22/23 to 03/22/23

Service for: OAK CREEK SF PH2B 2/3, LUTZ, FL 33549-0000

#### Rate Schedule: Lighting Service

#### Lighting Service Items LS-1 (Bright Choices) for 29 days

Lighting Energy Charge	240 kWh @ \$0.03511/kWh	\$8.43
Fixture & Maintenance Charge	15 Fixtures	\$138.45
Lighting Pole / Wire	19 Poles	\$316.35
Lighting Fuel Charge	240 kWh @ \$0.04767/kWh	\$11.44
Storm Protection Charge	240 kWh @ \$0.01466/kWh	\$3.52
Clean Energy Transition Mechanism	240 kWh @ \$0.00036/kWh	\$0.09
Florida Gross Receipt Tax		\$0.60

#### Lighting Charges

**\$478.88**

#### Current Month's Electric Charges

**\$478.88**

00000030-0000325-Page 20 of 22





## ACCOUNT INVOICE

tampaelectric.com



**Account:** 211014451713  
**Statement Date:** 03/31/23

### Details of Charges – Service from 02/22/23 to 03/22/23

Service for: OAK CREEK SF, PH HH, RIVERVIEW, FL 33569-0000

**Rate Schedule: Lighting Service**

#### Lighting Service Items LS-1 (Bright Choices) for 29 days

Lighting Energy Charge	224 kWh @ \$0.03511/kWh	\$7.86
Fixture & Maintenance Charge	14 Fixtures	\$129.22
Lighting Pole / Wire	14 Poles	\$233.10
Lighting Fuel Charge	224 kWh @ \$0.04767/kWh	\$10.68
Storm Protection Charge	224 kWh @ \$0.01466/kWh	\$3.28
Clean Energy Transition Mechanism	224 kWh @ \$0.00036/kWh	\$0.08
Florida Gross Receipt Tax		\$0.56
<b>Lighting Charges</b>		<b>\$384.78</b>

#### Current Month's Electric Charges

**\$384.78**

#### Total Current Month's Charges

**\$9,806.12**

### 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.

00000030-0000325-Page 21 of 22









## ACCOUNT INVOICE

tampaelectric.com | f t p g+ y in

Statement Date: 04/06/2023

Account: 211001800369

PARKWAY CENTER CDD  
PARKWAY CENTER CDD  
BLUE BEECH RD  
RIVERVIEW, FL 33569-0000

Current month's charges: \$647.78  
Total amount due: \$647.78  
Payment Due By: 04/27/2023

### Your Account Summary

Previous Amount Due	\$645.98
Payment(s) Received Since Last Statement	-\$645.98
<b>Current Month's Charges</b>	<b>\$647.78</b>
<b>Total Amount Due</b>	<b>\$647.78</b>

**DO NOT PAY. Your account will be drafted on 04/27/2023**

### A one-stop shop to manage your account.



- Report an outage
- Check the status of your account
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- Monitor your energy use
- Sign up for notifications and programs

Log in at **TECOaccount.com** today!

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## Yard project? Avoid damage and fines

Learn more at [TampaElectric.com/811](http://TampaElectric.com/811)



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: \$647.78  
Total amount due: \$647.78  
Payment Due By: 04/27/2023  
Amount Enclosed \$

671136872366 DO NOT PAY, YOUR ACCOUNT WILL BE DRAFTED ON 04/27/2023

PARKWAY CENTER CDD  
PARKWAY CENTER CDD  
2005 PAN AM CIRCLE SUITE 300  
TAMPA, FL 33607

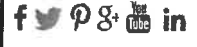
MAIL PAYMENT TO:  
TECO  
P.O. BOX 31318  
TAMPA, FL 33631-3318





## ACCOUNT INVOICE

tampaelectric.com



**Account:** 211001800369  
**Statement Date:** 04/06/2023  
**Current month's charges due** 04/27/2023

### Details of Charges – Service from 03/03/2023 to 03/31/2023

Service for: BLUE BEECH RD, RIVERVIEW, FL 33569-0000

#### Rate Schedule: Lighting Service

#### Lighting Service Items LS-1 (Bright Choices) for 29 days

Lighting Energy Charge	240 kWh @ \$0.03511/kWh	\$8.43
Fixture & Maintenance Charge	15 Fixtures	\$138.45
Lighting Pole / Wire	15 Poles	\$483.45
Lighting Fuel Charge	240 kWh @ \$0.05169/kWh	\$12.41
Storm Protection Charge	240 kWh @ \$0.01466/kWh	\$3.52
Clean Energy Transition Mechanism	240 kWh @ \$0.00036/kWh	\$0.09
Storm Surcharge	240 kWh @ \$0.00326/kWh	\$0.78
Florida Gross Receipt Tax		\$0.65

#### Lighting Charges

**\$647.78**

#### Total Current Month's Charges

**\$647.78**





## ACCOUNT INVOICE

tampaelectric.com | f t p g+ y in

Statement Date: 04/06/2023

Account: 211001800609

PARKWAY CENTER CDD  
PARKWAY CENTER CDD  
OAK CRK PRC 6 BLVD  
RIVERVIEW, FL 33578-0000

Current month's charges:	\$610.16
Total amount due:	\$610.16
Payment Due By:	04/27/2023

### Your Account Summary

Previous Amount Due	\$608.21
Payment(s) Received Since Last Statement	-\$608.21
Current Month's Charges	\$610.16
<b>Total Amount Due</b>	<b>\$610.16</b>

**DO NOT PAY. Your account will be drafted on 04/27/2023**

### A one-stop shop to manage your account.



- Report an outage
- Check the status of your account
- Review and pay your balance
- Access your billing and payment history
- Monitor your energy use
- Sign up for notifications and programs

Log in at **TECOaccount.com** today!

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## Yard project? Avoid damage and fines

Learn more at [TampaElectric.com/811](http://TampaElectric.com/811)



CALL



WAIT two  
business days

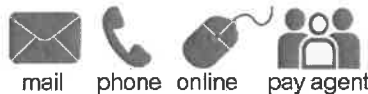


Start  
DIGGING!

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:	\$610.16
Total amount due:	\$610.16
Payment Due By:	04/27/2023
Amount Enclosed	\$

671136872367 DO NOT PAY, YOUR ACCOUNT WILL BE DRAFTED ON 04/27/2023

PARKWAY CENTER CDD  
PARKWAY CENTER CDD  
2005 PAN AM CIRCLE SUITE 300  
TAMPA, FL 33607

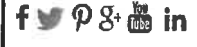
MAIL PAYMENT TO:  
TECO  
P.O. BOX 31318  
TAMPA, FL 33631-3318





## ACCOUNT INVOICE

tampaelectric.com



**Account:** 211001800609  
**Statement Date:** 04/06/2023  
**Current month's charges due** 04/27/2023

### Details of Charges – Service from 03/03/2023 to 03/31/2023

Service for: OAK CRK PRC 6 BLVD, RIVERVIEW, FL 33578-0000

#### Rate Schedule: Lighting Service

#### Lighting Service Items LS-1 (Bright Choices) for 29 days

Lighting Energy Charge	260 kWh @ \$0.03511/kWh	\$9.13
Fixture & Maintenance Charge	13 Fixtures	\$163.15
Lighting Pole / Wire	13 Poles	\$418.99
Lighting Fuel Charge	260 kWh @ \$0.05169/kWh	\$13.44
Storm Protection Charge	260 kWh @ \$0.01466/kWh	\$3.81
Clean Energy Transition Mechanism	260 kWh @ \$0.00036/kWh	\$0.09
Storm Surcharge	260 kWh @ \$0.00326/kWh	\$0.85
Florida Gross Receipt Tax		\$0.70

#### Lighting Charges

**\$610.16**

#### Total Current Month's Charges

**\$610.16**



Statement Date: 04/06/2023

Account: 221007991963

PARKWAY CENTER CDD  
7461 S FALKENBURG RD. AND S 78TH ST.  
RIVERVIEW, FL 33578

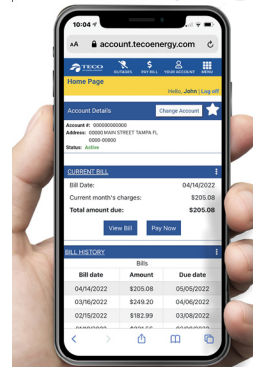
Current month's charges:	\$308.58
Total amount due:	\$308.58
Payment Due By:	04/27/2023

## Your Account Summary

Previous Amount Due	\$307.37
Payment(s) Received Since Last Statement	-\$307.37
<b>Current Month's Charges</b>	<b>\$308.58</b>
<b>Total Amount Due</b>	<b>\$308.58</b>

**DO NOT PAY. Your account will be drafted on 04/27/2023**

## A one-stop shop to manage your account.



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- Check the status of your account
- Review and pay your balance
- Access your billing and payment history
- Monitor your energy use
- Sign up for notifications and programs

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## Yard project? Avoid damage and fines

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**WAIT** two  
business days



**Start**  
**DIGGING!**

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:	\$308.58
Total amount due:	\$308.58
Payment Due By:	04/27/2023

**Amount Enclosed** \$ \_\_\_\_\_

604470453842 DO NOT PAY, YOUR ACCOUNT WILL BE DRAFTED ON 04/27/2023

PARKWAY CENTER CDD  
2005 PAN AM CIRCLE SUITE 300  
TAMPA, FL 33607

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 daily amount that covers the cost to provide service to your location. This charge is billed monthly regardless of any electricity used.

**Bright Choices<sup>SM</sup>** – The associated fees and charges for leased outdoor lighting services.

**Budget Billing** – Optional plan averages your home's last 12 monthly billing periods so you pay the same amount for your service each month.

**Clean Energy Transition Mechanism (CETM)** – A charge to recover costs associated with electric meter upgrades and the closing of certain coal generating plants to support Tampa Electric's transition to produce clean energy.

**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 Tampa Electric program administered by the Salvation Army and the Catholic Charities Diocese of St. Petersburg that helps pay energy bills of customers in need. If you choose to contribute, 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.

**Storm Surcharge** – The charge that will recover the cost of storms charged to the storm reserve.

**Sun Select<sup>SM</sup>** – 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<sup>SM</sup>** – 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<sup>®</sup>** – 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.



**Account:** 221007991963  
**Statement Date:** 04/06/2023  
**Current month's charges due** 04/27/2023

## Details of Charges – Service from 03/03/2023 to 03/31/2023

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 29 days

Lighting Energy Charge	162 kWh @ \$0.03511/kWh	\$5.69
Fixture & Maintenance Charge	6 Fixtures	\$124.38
Lighting Pole / Wire	6 Poles	\$166.74
Lighting Fuel Charge	162 kWh @ \$0.05169/kWh	\$8.37
Storm Protection Charge	162 kWh @ \$0.01466/kWh	\$2.37
Clean Energy Transition Mechanism	162 kWh @ \$0.00036/kWh	\$0.06
Storm Surcharge	162 kWh @ \$0.00326/kWh	\$0.53
Florida Gross Receipt Tax		\$0.44

### Lighting Charges

**\$308.58**

### Total Current Month's Charges

**\$308.58**



Statement Date: 04/06/2023

Account: 221008055560

PARKWAY CENTER CDD  
7461 S FALKENBURG RD  
RIVERVIEW, FL 33578

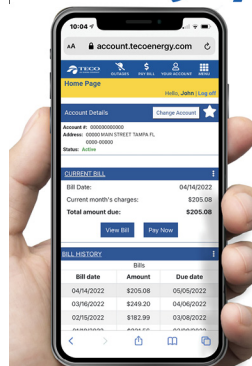
Current month's charges:	\$1,009.61
Total amount due:	\$1,009.61
Payment Due By:	04/27/2023

## Your Account Summary

Previous Amount Due	\$921.24
Payment(s) Received Since Last Statement	-\$921.24
<b>Current Month's Charges</b>	<b>\$1,009.61</b>
<b>Total Amount Due</b>	<b>\$1,009.61</b>

**DO NOT PAY. Your account will be drafted on 04/27/2023**

## A one-stop shop to manage your account.



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## Yard project? Avoid damage and fines

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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:	\$1,009.61
Total amount due:	\$1,009.61
Payment Due By:	04/27/2023

**Amount Enclosed** \$ \_\_\_\_\_

604470453843 DO NOT PAY, YOUR ACCOUNT WILL BE DRAFTED ON 04/27/2023

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



## 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

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### Energy-Saving Programs

813-275-3909

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TECO  
P.O. Box 31318  
Tampa, FL 33631-3318

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Tampa Electric  
P.O. Box 111  
Tampa, FL 33601-0111

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**Storm Surcharge** – The charge that will recover the cost of storms charged to the storm reserve.

**Sun Select<sup>SM</sup>** – 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.

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- 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.

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**Account:** 221008055560  
**Statement Date:** 04/06/2023  
**Current month's charges due** 04/27/2023

## Details of Charges – Service from 03/03/2023 to 03/31/2023

Service for: 7461 S FALKENBURG RD, RIVERVIEW, FL 33578

**Rate Schedule: General Service Demand - Standard**

Meter Location: CLUBHOUSE

Meter Number	Read Date	Current Reading	-	Previous Reading	=	Total Used	Multiplier	Billing Period
1000813546	03/31/2023	64,003		54,964		9,039 kWh	1	29 Days
1000813546	03/31/2023	23.42		0		23.42 kW	1	29 Days

Daily Basic Service Charge	29 days @ \$1.08000	\$31.32
Billing Demand Charge	23 kW @ \$14.13000/kW	\$324.99
Energy Charge	9,039 kWh @ \$0.00736/kWh	\$66.53
Fuel Charge	9,039 kWh @ \$0.05239/kWh	\$473.55
Capacity Charge	23 kW @ -\$0.06000/kW	-\$1.38
Storm Protection Charge	23 kW @ \$0.62000/kW	\$14.26
Energy Conservation Charge	23 kW @ \$0.88000/kW	\$20.24
Environmental Cost Recovery	9,039 kWh @ \$0.00084/kWh	\$7.59
Clean Energy Transition Mechanism	23 kW @ \$1.12000/kW	\$25.76
Storm Surcharge	9,039 kWh @ \$0.00238/kWh	\$21.51
Florida Gross Receipt Tax		\$25.24

**Electric Service Cost**

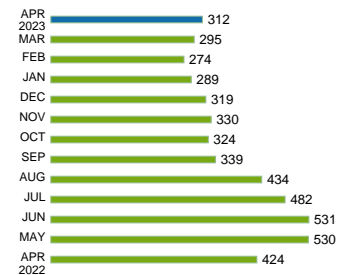
**\$1,009.61**

**Total Current Month's Charges**

**\$1,009.61**

### Tampa Electric Usage History

Kilowatt-Hours Per Day  
(Average)



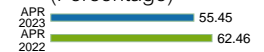
### Billing Demand

(Kilowatts)



### Load Factor

(Percentage)







Received  
APR 24 2023

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

20 Apr 2023  
Invoice # 1383340  
Bill Atty: S. Steady  
As of 03/31/23

1202882 PARKWAY CENTER CDD  
0002817 Parkway General File

**BILL SUMMARY THROUGH MARCH 31, 2023**

Professional Services	\$227.50
<b>TOTAL DUE THIS BILL</b>	<b>\$227.50</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:  
[AccountsReivable@burr.com](mailto:AccountsReivable@burr.com)

**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 [BFReceivables@burr.com](mailto:BFReceivables@burr.com)



# BURR & FORMAN LLP

1202882 PARKWAY CENTER CDD  
0002817 Parkway General File

20 Apr 2023  
Invoice # 1383340  
Page 2

PARKWAY CENTER CDD  
c/o MERITUS CORP.  
2005 PAN AM CIRCLE, STE 300  
TAMPA, FL 33607-2529

20 Apr 2023  
Invoice # 1383340  
Bill Atty: S. Steady  
As of 03/31/23

EMPLOYER I.D. #63-0322727

1202882 PARKWAY CENTER CDD  
0002817 Parkway General File

Date	Description	Tkpr	Hours	Rate	Value
03/22/23	Call from attorney for HOA regarding tree cutting.	SIS	0.20	325.00	\$65.00
03/24/23	Follow-up with Gene regarding pine trees along road.	SIS	0.20	325.00	\$65.00
03/28/23	Call to HOA lawyer to discuss District's position on trees along Falkenburg.	SIS	0.30	325.00	\$97.50
Total Services					\$227.50

Total Services and Disbursements \$227.50

TOTAL NOW DUE \$227.50

## SUMMARY OF SERVICES

Name	Rate	Hours	Amount
Scott I. Steady	\$325.00	0.70	\$227.50
TOTALS		0.70	\$227.50



Received

APR 24 2023

Please remit your check together with the Payment Slip from the last page of this invoice.

## DKS Cellular Subscription

## INVOICE

INVOICE#

2004549

INVOICE DATE

April 14, 2023

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

User ID: ParkwayCenter

Period Starts: March 14, 2023

Period Ends: April 13, 2023

Previous Balance: \$32.95 **Note: All \$ amounts are in US Dollars.**  
 Payment Received: (\$32.95)  
 New Charges: \$32.95  
**Total Amount Due: \$32.95 USD Due upon receipt**

## Payments

Date	Details	Amount
4/10/2023	Check received	(\$32.95)

## Cell Systems

From	To	Name	Phone	MC	Min	Transfer	Amount
3/14/2023	4/13/2023		813 230 5734	9999	0	37	\$32.95

## Summary

Total Amount Due

This amount is due upon receipt

\$32.95 USD

Cut along the dotted line and include with the check.  
 Please also write the Invoice Number (" **2004549** ") on your check.

Invoice# 2004549  
 Dated April 14, 2023  
 User ID ParkwayCenter  
 Period Starts: March 14, 2023  
 Period Ends: April 13, 2023  
 Amount Due: **\$32.95 USD**

Payment To:  
 DoorKing Inc.  
 IM Server Payments  
 120 S. Glasgow Avenue  
 Inglewood, CA 90301



Eco Pest Solutions  
PO BOX 1062  
Mulberry, FL 33860 US  
863-318-7378  
ecopestsolutions1@gmail.com  
eco-pestsolutions.com



## Receipt

**Received From**

Parkway Center  
7461 S Falkenburg Rd  
Riverview, FL 33578

**Date:** 03/31/2023

**Reference No:** 6017

Invoice Number	Invoice Date	Due Date	Original Amount	Balance	Payment
11385	02/27/2023	03/01/2023	150.00	150.00	150.00

Memo:

Amount Credited:

\$0.00

Total:

\$150.00



Eco Pest Solutions  
PO BOX 1062  
Mulberry, FL 33860 US  
863-318-7378  
ecopestsolutions1@gmail.com  
eco-pestsolutions.com

Invoice



BILL TO
Parkway Center 7461 S Falkenburg Rd Riverview, FL 33578

INVOICE #	DATE	TOTAL DUE	DUE DATE	TERMS	ENCLOSED
11832	04/19/2023	\$150.00	05/01/2023	Due on receipt	

DATE		DESCRIPTION	QTY	RATE	AMOUNT
04/13/2023	COMMERCIAL PEST CONTROL	April Service	1	150.00	150.00T

SUBTOTAL	150.00
TAX (0%)	0.00
TOTAL	150.00
BALANCE DUE	<b>\$150.00</b>





11749 Crestridge Loop  
Trinity, FL 34655



# Invoice

Date	Invoice #
3/30/2023	3050

Bill To
Inframark Parkway CDD Attn: Gene Roberts 2005 Pan Am Circle #300 Tampa, FL 33607

P.O. No.	Terms

Item	Description	Qty	Rate	Amount
Printing & Reprod...	Oak Creek "No Trespassing Sign" 24x18 (3mm) maxmetal panel with full color outdoor print and gloss laminate and black back. 7-ft decorative fluted black post and acorn finial. (2) black post clamps. No decorative base.	3	300.00	900.00
Install (Signage)	Install and assemble the above signs with short decorative fluted black post and acorn finial top using cement 2-ft in ground. Includes Fuel / Drive Time (To Riverview)	3	125.00	375.00

<b>Subtotal</b>	\$1,275.00
<b>Sales Tax (7.0%)</b>	\$0.00
<b>Total</b>	\$1,275.00
<b>Payments/Credits</b>	\$0.00
<b>Balance Due</b>	\$1,275.00

Phone #	Fax #	E-mail
(727) 480-6514	(727) 836-9783	mike@fcgmarketing.com



# ILLUMINATIONS HOLIDAY LIGHTING

Invoice 1631122 -A

8606 Herons Cove Pl  
Tampa, FL 33647  
Tim Gay

(813) 334-4827

**TO:**

Parkway Center CDD  
2005 Pan Am Cir, Suite 120  
Tampa, FL 33607  
Attn: Gene Roberts

(813) 397-5120 x324

JOB DESCRIPTION			
Parkway Center CDD Holiday Lighting and Decoration at the following entrance signs:			
North Entrance	Amberly	Summer Wood	<b>Pine Ridge (2 entrance signs)</b>
Belmont	Hamlet	South Entrance	Main Entrance - back community
N and S Sanctuary	Harvest Glenn	Baywood	

ITEMIZED ESTIMATE: TIME AND MATERIALS		AMOUNT
Entrance		
Monuments	Install lighted wreaths with bows on 10 entry monument columns	\$12,000.00
	<b>North Main Entrance</b>	
	Install clear C9s across the top of black fencing	
	Install clear C9s across the top of entrance sign	
	Install lighted wreaths with bows on entry monument columns	
	Install clear mini lights in 3 Palm trees in front of entrance sign	
	<b>Roundabout (North part of community)</b>	
	Install clear mini lights in Oak tree - center of round about	
	<b>Roundabout (South part of community)</b>	
	Install clear mini lights in Oak tree - center of round about	
	<b>South Main Entrance</b>	
	Install lighted wreaths with bows on entry monument columns	
	Install clear mini lights in 6 Oak trees (3 exit side / 3 entrance side)	
	<b>Amenity Center</b>	
	Install warm white, C9s on lower and upper level of the Amenity Center (Clubhouse)	2,750.00
	Install wreath with lights and bow on front center gable of Amenity Center	
	Install garland with lights and bow on front two columns	1,000.00
	Maintenance throughout holiday season	
	Requires 50% Deposit	
	<b>TOTAL</b>	\$15,750.00
	<b>DEPOSIT PAID</b>	\$7,875.00
	<b>BALANCE DUE</b>	<b>\$7,875.00</b>

\* Price includes rental of materials, lift, labor, installation, service and removal.

\* Please note: Loss of material due to theft or vandalism is reimbursable at cost

\* Remaining balance of project due upon receipt of invoice after installation.

\* MAKE CHECK PAYABLE TO: ILLUMINATIONS HOLIDAY LIGHTING

Tim Gay  
PREPARED BY

12/29/2022  
DATE





201 EXECUTIVE CENTER DR., SUITE 100  
COLUMBIA, SC 29210

Return Service Requested

Invoice Date: 04/04/2023

PARKWAY CENTER COMMUNITY DEVELOPMENT DISTRICT  
2005 PAN AM CIRCLE SUITE 300  
TAMPA FL 33607-6008

## Remittance Section

Contract Number: 40819292  
Due Date: 4/25/2023  
Amount Due: **\$804.78**

**This statement is for information purposes only.** We will be debiting the bank account you provided to us for the amount due on the due date as specified above.

000408192922023040400000804788

Keep lower portion for your records - Please return upper portion with your payment.



DUE DATE	CONTRACT NO.	EQUIPMENT DESCRIPTION
4/25/2023	40819292	FITNESS EQUIPMENT PER SCHEDULE
CUSTOMER NAME		"A"
PARKWAY CENTER COMMUNITY DEVELOPMENT DISTRICT		

PH: 888-978-6353

## Important Messages

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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	04/25/2023	\$766.03			\$38.75		\$804.78
SUBTOTALS:			\$766.03			\$38.75		\$804.78



## Have you moved or changed your phone number or email address?

Please log onto [my.navitascredit.com](http://my.navitascredit.com) or email [customerservice@navitascredit.com](mailto:customerservice@navitascredit.com)

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<https://engage.navitascredit.com/Satisfaction-Survey>

**Thank you for your business!**

**IMPORTANT REMINDER:** Enclose remittance slip with your check and remit to the address shown below for payments to ensure accurate and timely processing of your payment. For prompt review and handling, please send other correspondence and notices separately to the attention of: **NAVITAS CREDIT CORP. 201 EXECUTIVE CENTER DR. SUITE 100 COLUMBIA, SC 29210**



PH: 888-978-6353

DUE DATE	CONTRACT NO.	EQUIPMENT DESCRIPTION
4/25/2023	40819292	FITNESS EQUIPMENT PER SCHEDULE
CUSTOMER NAME		"A"
PARKWAY CENTER COMMUNITY DEVELOPMENT DISTRICT		

## For Payments

Online: <http://my.navitascredit.com>

### By Check:

NAVITAS CREDIT CORP.  
PO BOX 935204  
ATLANTA, GA 311935204

## To Reach Us:

- By phone: 888-978-6353
- Customer service hours of operation: 8:30 AM to 5:00 PM, Mon-Fri Eastern Time
- By e-mail: [customerservice@navitascredit.com](mailto:customerservice@navitascredit.com)
- For correspondence other than payments:

NAVITAS CREDIT CORP.  
201 EXECUTIVE CENTER DR.  
SUITE 100  
COLUMBIA, SC 29210

For 24/7 online support, visit us @ <http://my.navitascredit.com>



**CHECK REQUEST FORM**  
**Parkway Center**

<b>Date:</b>	4/7/2023
<b>Invoice#:</b>	04052023-1
<b>Vendor#:</b>	V00115
<b>Vendor Name:</b>	Parkway Center
<b>Pay From:</b>	Wells Fargo Acct# 1958
<b>Description:</b>	Series 2018-2 Amenity - FY 23 Tax Dist. ID 616
<b>Code to:</b>	202.103200.1000
<b>Amount:</b>	\$3,434.93
<b>Requested By:</b>	4/7/2023 Teresa Farlow



# PARKWAY CENTER CDD

## DISTRICT CHECK REQUEST

**Today's Date** 4/5/2023  
**Check Amount** \$3,434.93  
**Payable To** Parkway Center CDD  
**Check Description** Series 2018-2 Amenity - FY 22 Tax Dist. ID 616  
**Special Instructions** Do not mail. Please give to Eric Davidson

(Please attach all supporting documentation: invoices, receipts, etc.)

Eric

Authorization

DM		
Fund	<u>001</u>	
G/L	<u>20702</u>	
Object Code		
Chk #	<u></u>	Date <u></u>



# PARKWAY CENTER CDD

## TAX REVENUE RECEIPTS AND TRANSFER SCHEDULE

Fiscal Year 2023, Tax Year 2022

	Dollar Amounts	FY 2023	
Net O&M	\$ 959,999.97	53.21%	0.532074
Net DS '18-1	\$ 381,955.70	21.17%	0.211696
Net DS '08	\$ 172,873.92	9.58%	0.095814
Net DS '18-2	\$ 289,431.87	16.04%	0.160416
<b>Net Total</b>	<b>1,804,261.46</b>	<b>100.00%</b>	<b>1.000000</b>

Date Received	Amount Received	53.21%	53.21%	21.17%	21.17%	9.58%	9.58%	16.04%	16.04%	Proof	Date Transferred / Distribution ID	Notes / CDD check
		Raw Numbers Operations Revenue	Rounded Operations Revenue	Raw Numbers 2018-1 Debt Service Revenue	Rounded 2018-1 Debt Service Revenue	Raw Numbers 2008 Debt Service Revenue	Rounded 2008 Debt Service Revenue	Raw Numbers 2018-2 AMENITY Debt Service Revenue	Rounded 2018-2 AMENITY Debt Service Revenue			
11/3/2022	15,775.88	8,393.94	8,393.94	3,339.69	3,339.69	1,511.55	1,511.55	2,530.70	2,530.70	-	595	5907
11/16/2022	84,018.50	44,704.06	44,704.06	17,786.38	17,786.38	8,050.15	8,050.15	13,477.91	13,477.91	-	598	5907
11/22/2022	46,159.57	24,560.31	24,560.31	9,771.80	9,771.80	4,422.73	4,422.73	7,404.73	7,404.73	-	599	5907
11/28/2022	107,230.45	57,054.53	57,054.53	22,700.26	22,700.26	10,274.18	10,274.18	17,201.48	17,201.48	-	600	5945
12/6/2022	1,388,579.19	738,826.88	738,826.88	293,956.66	293,956.66	133,045.33	133,045.33	222,750.32	222,750.32	-	602	5931/5931/5932
12/13/2022	24,775.85	13,182.59	13,182.59	5,244.95	5,244.95	2,373.87	2,373.87	3,974.44	3,974.44	-	604	5961
1/5/2023	90,287.74	48,039.76	48,039.76	19,113.55	19,113.55	8,650.83	8,650.83	14,483.60	14,483.60	-	606	5979
2/3/2023	15,880.06	8,449.37	8,449.37	3,361.75	3,361.75	1,521.53	1,521.53	2,547.42	2,547.42	(0.01)	610	5982
1/23/2023	801.60	426.51	426.51	169.70	169.70	76.80	76.80	128.59	128.59	-	Interest	5993
3/2/2023	6,354.39	3,381.01	3,381.01	1,345.20	1,345.20	608.84	608.84	1,019.35	1,019.35	(0.01)	613	6004
4/5/2023	21,412.65	11,393.11	11,393.11	4,532.97	4,532.97	2,051.63	2,051.63	3,434.93	3,434.93	0.01	616	
		-	-	-	-	-	-	-	-	-		
		-	-	-	-	-	-	-	-	-		
		-	-	-	-	-	-	-	-	-		
		-	-	-	-	-	-	-	-	-		
		-	-	-	-	-	-	-	-	-		
		-	-	-	-	-	-	-	-	-		
		-	-	-	-	-	-	-	-	-		
<b>TOTAL</b>	<b>1,801,275.88</b>	958,412.06	958,412.06	381,322.90	381,322.90	172,587.45	172,587.45	288,953.47	288,953.47	-		
<b>Net Total on Roll</b>	1,804,261.46		959,999.97		381,955.70		172,873.92	289,431.87	289,431.87			
<b>Collection Surplus / (Deficit)</b>	(2,985.58)		(1,587.91)		(632.80)		(286.47)	(478.39)	(478.39)			



Hillsborough County Tax Collector - Distribution of Property Tax Summary by Agency for 03-01-2023 to 03-31-2023 dated 04-06-2023 - Run 04/05/2023 10:04AM

Distribution ID	Act System Num	Agency Code	Funding Agency	Tax	Fees	Penalty	Interest	Discount	Allocated	Commission	Distributed Amt
616	DN022021	FNSD 00021	LOGAN GATE VILLAGE SDD	4,130.96	0.00	0.00	0.00	-1.35	4,129.61	82.59	4,047.02
616	DN022022	FNSD 00022	VALRICO MANOR SDD	538.34	0.00	0.00	0.00	0.00	538.34	10.77	527.57
616	DN022024	FNSD 00024	COVE AT BAY PORT COLONY SDD	2,042.38	0.00	0.00	0.00	0.00	2,042.38	40.86	2,001.52
616	DN022025	FNSD 00025	HICKORY HILL SDD	175.57	0.00	0.00	0.00	0.00	175.57	3.51	172.06
616	DN022026	FNSD 00026	LAKE MAGDALENE ESTATES W SDD	803.69	0.00	0.00	0.00	0.00	803.69	16.07	787.62
616	DN022027	FNSD 00027	HAMMOCK WOODS SDD	810.51	0.00	0.00	0.00	0.00	810.51	16.21	794.30
616	DN022029	FNSD 00029	SOUTH POINTE SDD	125.27	0.00	0.00	0.00	0.00	125.27	2.51	122.76
616	DN022030	FNSD 00030	NORTH POINTE SDD	1,454.34	0.00	0.00	0.00	0.00	1,454.34	29.09	1,425.25
616	DN022031	FNSD 00031	BLOOMINGDALE OAKS SDD	322.59	0.00	0.00	0.00	0.00	322.59	6.45	316.14
616	DN022032	FNSD 00032	TARAWOOD SDD	829.95	0.00	0.00	0.00	0.00	829.95	16.60	813.35
616	DN022033	FNSD 00033	VILLAGE ESTATES WEST SDD	441.57	0.00	0.00	0.00	0.00	441.57	8.83	432.74
616	DN022034	FNSD 00034	PARKWAY CENTER CDD	21,849.64	0.00	0.00	0.00	0.00	21,849.64	436.99	21,412.65
616	DN022035	FNSD 00035	PINE HOLLOW SDD	1,140.20	0.00	0.00	0.00	0.00	1,140.20	22.80	1,117.40
616	DN022036	FNSD 00036	CHEVAL WEST CDD	46,032.66	0.00	0.00	0.00	0.00	46,032.66	920.65	45,112.01
616	DN022037	FNSD 00037	WESTCHASE CDD	76,535.35	0.00	0.00	0.00	-18.69	76,516.66	1,530.33	74,986.33
616	DN022038	FNSD 00038	ARLINGTON SDD	148.68	0.00	0.00	0.00	0.00	148.68	2.97	145.71
616	DN022040	FNSD 00040	CORY LAKES CDD	60,628.77	0.00	0.00	0.00	0.00	60,628.77	1,212.58	59,416.19
616	DN022041	FNSD 00041	TAMPA DOWNTOWN DEVELOPMENT	157,654.17	0.00	0.00	0.00	-1,332.78	156,321.39	3,126.43	153,194.96
616	DN022043	FNSD 00043	WESTSHORE BUSINESS DISTRICT	42,279.85	0.00	0.00	0.00	-8.64	42,271.21	845.42	41,425.79
616	DN022044	FNSD 00044	BOYETTE SPRINGS SDD	2,072.27	0.00	0.00	0.00	-0.70	2,071.57	41.43	2,030.14
616	DN022045	FNSD 00045	LAKE BRANT SDD	220.95	0.00	0.00	0.00	0.00	220.95	4.42	216.53
616	DN022046	FNSD 00046	PALM BAY CDD	5,972.30	0.00	0.00	0.00	0.00	5,972.30	119.44	5,852.86



**CHECK REQUEST FORM**  
**Parkway Center**

**Date:**

4/7/2023

**Invoice#:**

04052023-2

**Vendor#:**

V00115

**Vendor Name:**

Parkway Center

**Pay From:**

Wells Fargo Acct# 1958

**Description:**

Series 2018-1 - FY 23 Tax Dist. ID 616

**Code to:**

201.103200.1000

**Amount:**

**\$4,532.97**

**Requested By:**

Teresa Farlow

---

4/7/2023



# PARKWAY CENTER CDD

## DISTRICT CHECK REQUEST

**Today's Date** 4/5/2023  
**Check Amount** \$4,532.97  
**Payable To** Parkway Center CDD  
**Check Description** Series 2018-1 - FY 22 Tax Dist. ID 616  
**Special Instructions** Do not mail. Please give to Eric Davidson

(Please attach all supporting documentation: invoices, receipts, etc.)

*Eric*

\_\_\_\_\_  
Authorization

DM	_____
Fund	<u>001</u>
G/L	<u>20702</u>
Object Code	
Chk #	_____ Date _____



# PARKWAY CENTER CDD

## TAX REVENUE RECEIPTS AND TRANSFER SCHEDULE

Fiscal Year 2023, Tax Year 2022

	Dollar Amounts	FY 2023	
Net O&M	\$ 959,999.97	53.21%	0.532074
Net DS '18-1	\$ 381,955.70	21.17%	0.211696
Net DS '08	\$ 172,873.92	9.58%	0.095814
Net DS '18-2	\$ 289,431.87	16.04%	0.160416
<b>Net Total</b>	<b>1,804,261.46</b>	<b>100.00%</b>	<b>1.000000</b>

Date Received	Amount Received	53.21% Raw Numbers Operations Revenue	53.21% Rounded Operations Revenue	21.17% Raw Numbers 2018-1 Debt Service Revenue	21.17% Rounded 2018-1 Debt Service Revenue	9.58% Raw Numbers 2008 Debt Service Revenue	9.58% Rounded 2008 Debt Service Revenue	16.04% Raw Numbers 2018-2 AMENITY Debt Service Revenue	16.04% Rounded 2018-2 AMENITY Debt Service Revenue	Proof	Date Transferred / Distribution ID	Notes / CDD check
11/3/2022	15,775.88	8,393.94	8,393.94	3,339.69	3,339.69	1,511.55	1,511.55	2,530.70	2,530.70	-	595	5907
11/16/2022	84,018.50	44,704.06	44,704.06	17,786.38	17,786.38	8,050.15	8,050.15	13,477.91	13,477.91	-	598	5907
11/22/2022	46,159.57	24,560.31	24,560.31	9,771.80	9,771.80	4,422.73	4,422.73	7,404.73	7,404.73	-	599	5907
11/28/2022	107,230.45	57,054.53	57,054.53	22,700.26	22,700.26	10,274.18	10,274.18	17,201.48	17,201.48	-	600	5945
12/6/2022	1,388,579.19	738,826.88	738,826.88	293,956.66	293,956.66	133,045.33	133,045.33	222,750.32	222,750.32	-	602	5931/5931/5932
12/13/2022	24,775.85	13,182.59	13,182.59	5,244.95	5,244.95	2,373.87	2,373.87	3,974.44	3,974.44	-	604	5961
1/5/2023	90,287.74	48,039.76	48,039.76	19,113.55	19,113.55	8,650.83	8,650.83	14,483.60	14,483.60	-	606	5979
2/3/2023	15,880.06	8,449.37	8,449.37	3,361.75	3,361.75	1,521.53	1,521.53	2,547.42	2,547.42	(0.01)	610	5982
1/23/2023	801.60	426.51	426.51	169.70	169.70	76.80	76.80	128.59	128.59	-	Interest	5993
3/2/2023	6,354.39	3,381.01	3,381.01	1,345.20	1,345.20	608.84	608.84	1,019.35	1,019.35	(0.01)	613	6004
4/5/2023	21,412.65	11,393.11	11,393.11	4,532.97	4,532.97	2,051.63	2,051.63	3,434.93	3,434.93	0.01	616	
		-	-	-	-	-	-	-	-	-		
		-	-	-	-	-	-	-	-	-		
		-	-	-	-	-	-	-	-	-		
		-	-	-	-	-	-	-	-	-		
		-	-	-	-	-	-	-	-	-		
		-	-	-	-	-	-	-	-	-		
<b>TOTAL</b>	<b>1,801,275.88</b>	958,412.06	958,412.06	381,322.90	381,322.90	172,587.45	172,587.45	288,953.47	288,953.47	-		
<b>Net Total on Roll</b>	1,804,261.46		959,999.97		381,955.70		172,873.92	289,431.87	289,431.87			
<b>Collection Surplus / (Deficit)</b>	(2,985.58)		(1,587.91)		(632.80)		(286.47)	(478.39)	(478.39)			



Hillsborough County Tax Collector - Distribution of Property Tax Summary by Agency for 03-01-2023 to 03-31-2023 dated 04-06-2023 - Run 04/05/2023 10:04AM

Distribution ID	Act System Num	Agency Code	Funding Agency	Tax	Fees	Penalty	Interest	Discount	Allocated	Commission	Distributed Amt
616	DN022021	FNSD 00021	LOGAN GATE VILLAGE SDD	4,130.96	0.00	0.00	0.00	-1.35	4,129.61	82.59	4,047.02
616	DN022022	FNSD 00022	VALRICO MANOR SDD	538.34	0.00	0.00	0.00	0.00	538.34	10.77	527.57
616	DN022024	FNSD 00024	COVE AT BAY PORT COLONY SDD	2,042.38	0.00	0.00	0.00	0.00	2,042.38	40.86	2,001.52
616	DN022025	FNSD 00025	HICKORY HILL SDD	175.57	0.00	0.00	0.00	0.00	175.57	3.51	172.06
616	DN022026	FNSD 00026	LAKE MAGDALENE ESTATES W SDD	803.69	0.00	0.00	0.00	0.00	803.69	16.07	787.62
616	DN022027	FNSD 00027	HAMMOCK WOODS SDD	810.51	0.00	0.00	0.00	0.00	810.51	16.21	794.30
616	DN022029	FNSD 00029	SOUTH POINTE SDD	125.27	0.00	0.00	0.00	0.00	125.27	2.51	122.76
616	DN022030	FNSD 00030	NORTH POINTE SDD	1,454.34	0.00	0.00	0.00	0.00	1,454.34	29.09	1,425.25
616	DN022031	FNSD 00031	BLOOMINGDALE OAKS SDD	322.59	0.00	0.00	0.00	0.00	322.59	6.45	316.14
616	DN022032	FNSD 00032	TARAWOOD SDD	829.95	0.00	0.00	0.00	0.00	829.95	16.60	813.35
616	DN022033	FNSD 00033	VILLAGE ESTATES WEST SDD	441.57	0.00	0.00	0.00	0.00	441.57	8.83	432.74
616	DN022034	FNSD 00034	PARKWAY CENTER CDD	21,849.64	0.00	0.00	0.00	0.00	21,849.64	436.99	21,412.65
616	DN022035	FNSD 00035	PINE HOLLOW SDD	1,140.20	0.00	0.00	0.00	0.00	1,140.20	22.80	1,117.40
616	DN022036	FNSD 00036	CHEVAL WEST CDD	46,032.66	0.00	0.00	0.00	0.00	46,032.66	920.65	45,112.01
616	DN022037	FNSD 00037	WESTCHASE CDD	76,535.35	0.00	0.00	0.00	-18.69	76,516.66	1,530.33	74,986.33
616	DN022038	FNSD 00038	ARLINGTON SDD	148.68	0.00	0.00	0.00	0.00	148.68	2.97	145.71
616	DN022040	FNSD 00040	CORY LAKES CDD	60,628.77	0.00	0.00	0.00	0.00	60,628.77	1,212.58	59,416.19
616	DN022041	FNSD 00041	TAMPA DOWNTOWN DEVELOPMENT	157,654.17	0.00	0.00	0.00	-1,332.78	156,321.39	3,126.43	153,194.96
616	DN022043	FNSD 00043	WESTSHORE BUSINESS DISTRICT	42,279.85	0.00	0.00	0.00	-8.64	42,271.21	845.42	41,425.79
616	DN022044	FNSD 00044	BOYETTE SPRINGS SDD	2,072.27	0.00	0.00	0.00	-0.70	2,071.57	41.43	2,030.14
616	DN022045	FNSD 00045	LAKE BRANT SDD	220.95	0.00	0.00	0.00	0.00	220.95	4.42	216.53
616	DN022046	FNSD 00046	PALM BAY CDD	5,972.30	0.00	0.00	0.00	0.00	5,972.30	119.44	5,852.86



**CHECK REQUEST FORM**  
**Parkway Center**

**Date:**

4/7/2023

**Invoice#:**

04052023-3

**Vendor#:**

V00115

**Vendor Name:**

Parkway Center

**Pay From:**

Wells Fargo Acct# 1958

**Description:**

Series 2008 - FY 23 Tax Dist. ID 616

**Code to:**

200.103200.1000

**Amount:**

**\$2,051.63**

**Requested By:**

Teresa Farlow

---

4/7/2023



# PARKWAY CENTER CDD

## DISTRICT CHECK REQUEST

**Today's Date** 4/5/2023  
**Check Amount** \$2,051.63  
**Payable To** Parkway Center CDD  
**Check Description** Series 2008 - FY 22 Tax Dist. ID 616  
**Special Instructions** Do not mail. Please give to Eric Davidson

(Please attach all supporting documentation: invoices, receipts, etc.)

Eric

Authorization

DM	
Fund	<u>001</u>
G/L	<u>20702</u>
Object Code	
Chk #	Date



# PARKWAY CENTER CDD

## TAX REVENUE RECEIPTS AND TRANSFER SCHEDULE

Fiscal Year 2023, Tax Year 2022

	Dollar Amounts	FY 2023	
Net O&M	\$ 959,999.97	53.21%	0.532074
Net DS '18-1	\$ 381,955.70	21.17%	0.211696
Net DS '08	\$ 172,873.92	9.58%	0.095814
Net DS '18-2	\$ 289,431.87	16.04%	0.160416
<b>Net Total</b>	<b>1,804,261.46</b>	<b>100.00%</b>	<b>1.000000</b>

Date Received	Amount Received	53.21% Raw Numbers Operations Revenue	53.21% Rounded Operations Revenue	21.17% Raw Numbers 2018-1 Debt Service Revenue	21.17% Rounded 2018-1 Debt Service Revenue	9.58% Raw Numbers 2008 Debt Service Revenue	9.58% Rounded 2008 Debt Service Revenue	16.04% Raw Numbers 2018-2 AMENITY Debt Service Revenue	16.04% Rounded 2018-2 AMENITY Debt Service Revenue	Proof	Date Transferred / Distribution ID	Notes / CDD check
11/3/2022	15,775.88	8,393.94	8,393.94	3,339.69	3,339.69	1,511.55	1,511.55	2,530.70	2,530.70	-	595	5907
11/16/2022	84,018.50	44,704.06	44,704.06	17,786.38	17,786.38	8,050.15	8,050.15	13,477.91	13,477.91	-	598	5907
11/22/2022	46,159.57	24,560.31	24,560.31	9,771.80	9,771.80	4,422.73	4,422.73	7,404.73	7,404.73	-	599	5907
11/28/2022	107,230.45	57,054.53	57,054.53	22,700.26	22,700.26	10,274.18	10,274.18	17,201.48	17,201.48	-	600	5945
12/6/2022	1,388,579.19	738,826.88	738,826.88	293,956.66	293,956.66	133,045.33	133,045.33	222,750.32	222,750.32	-	602	5931/5931/5932
12/13/2022	24,775.85	13,182.59	13,182.59	5,244.95	5,244.95	2,373.87	2,373.87	3,974.44	3,974.44	-	604	5961
1/5/2023	90,287.74	48,039.76	48,039.76	19,113.55	19,113.55	8,650.83	8,650.83	14,483.60	14,483.60	-	606	5979
2/3/2023	15,880.06	8,449.37	8,449.37	3,361.75	3,361.75	1,521.53	1,521.53	2,547.42	2,547.42	(0.01)	610	5982
1/23/2023	801.60	426.51	426.51	169.70	169.70	76.80	76.80	128.59	128.59	-	Interest	5993
3/2/2023	6,354.39	3,381.01	3,381.01	1,345.20	1,345.20	608.84	608.84	1,019.35	1,019.35	(0.01)	613	6004
4/5/2023	21,412.65	11,393.11	11,393.11	4,532.97	4,532.97	2,051.63	2,051.63	3,434.93	3,434.93	0.01	616	
		-	-	-	-	-	-	-	-	-		
		-	-	-	-	-	-	-	-	-		
		-	-	-	-	-	-	-	-	-		
		-	-	-	-	-	-	-	-	-		
		-	-	-	-	-	-	-	-	-		
		-	-	-	-	-	-	-	-	-		
<b>TOTAL</b>	<b>1,801,275.88</b>	958,412.06	958,412.06	381,322.90	381,322.90	172,587.45	172,587.45	288,953.47	288,953.47	-		
<b>Net Total on Roll</b>	1,804,261.46		959,999.97		381,955.70		172,873.92	289,431.87	289,431.87			
<b>Collection Surplus / (Deficit)</b>	(2,985.58)		(1,587.91)		(632.80)		(286.47)	(478.39)	(478.39)			



Hillsborough County Tax Collector - Distribution of Property Tax Summary by Agency for 03-01-2023 to 03-31-2023 dated 04-06-2023 - Run 04/05/2023 10:04AM

Distribution ID	Act System Num	Agency Code	Funding Agency	Tax	Fees	Penalty	Interest	Discount	Allocated	Commision	Distributed Amt
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616	DN022022	FNSD 00022	VALRICO MANOR SDD	538.34	0.00	0.00	0.00	0.00	538.34	10.77	527.57
616	DN022024	FNSD 00024	COVE AT BAY PORT COLONY SDD	2,042.38	0.00	0.00	0.00	0.00	2,042.38	40.86	2,001.52
616	DN022025	FNSD 00025	HICKORY HILL SDD	175.57	0.00	0.00	0.00	0.00	175.57	3.51	172.06
616	DN022026	FNSD 00026	LAKE MAGDALENE ESTATES W SDD	803.69	0.00	0.00	0.00	0.00	803.69	16.07	787.62
616	DN022027	FNSD 00027	HAMMOCK WOODS SDD	810.51	0.00	0.00	0.00	0.00	810.51	16.21	794.30
616	DN022029	FNSD 00029	SOUTH POINTE SDD	125.27	0.00	0.00	0.00	0.00	125.27	2.51	122.76
616	DN022030	FNSD 00030	NORTH POINTE SDD	1,454.34	0.00	0.00	0.00	0.00	1,454.34	29.09	1,425.25
616	DN022031	FNSD 00031	BLOOMINGDALE OAKS SDD	322.59	0.00	0.00	0.00	0.00	322.59	6.45	316.14
616	DN022032	FNSD 00032	TARAWOOD SDD	829.95	0.00	0.00	0.00	0.00	829.95	16.60	813.35
616	DN022033	FNSD 00033	VILLAGE ESTATES WEST SDD	441.57	0.00	0.00	0.00	0.00	441.57	8.83	432.74
616	DN022034	FNSD 00034	PARKWAY CENTER CDD	21,849.64	0.00	0.00	0.00	0.00	21,849.64	436.99	21,412.65
616	DN022035	FNSD 00035	PINE HOLLOW SDD	1,140.20	0.00	0.00	0.00	0.00	1,140.20	22.80	1,117.40
616	DN022036	FNSD 00036	CHEVAL WEST CDD	46,032.66	0.00	0.00	0.00	0.00	46,032.66	920.65	45,112.01
616	DN022037	FNSD 00037	WESTCHASE CDD	76,535.35	0.00	0.00	0.00	-18.69	76,516.66	1,530.33	74,986.33
616	DN022038	FNSD 00038	ARLINGTON SDD	148.68	0.00	0.00	0.00	0.00	148.68	2.97	145.71
616	DN022040	FNSD 00040	CORY LAKES CDD	60,628.77	0.00	0.00	0.00	0.00	60,628.77	1,212.58	59,416.19
616	DN022041	FNSD 00041	TAMPA DOWNTOWN DEVELOPMENT	157,654.17	0.00	0.00	0.00	-1,332.78	156,321.39	3,126.43	153,194.96
616	DN022043	FNSD 00043	WESTSHORE BUSINESS DISTRICT	42,279.85	0.00	0.00	0.00	-8.64	42,271.21	845.42	41,425.79
616	DN022044	FNSD 00044	BOYETTE SPRINGS SDD	2,072.27	0.00	0.00	0.00	-0.70	2,071.57	41.43	2,030.14
616	DN022045	FNSD 00045	LAKE BRANT SDD	220.95	0.00	0.00	0.00	0.00	220.95	4.42	216.53
616	DN022046	FNSD 00046	PALM BAY CDD	5,972.30	0.00	0.00	0.00	0.00	5,972.30	119.44	5,852.86



Spearem Enterprises, LLC

7842 Land O' Lakes Blvd. #335  
Land O' Lakes, FL 34638  
+1 8139978101  
spearem.jmb@gmail.com



INVOICE

BILL TO  
Parkway CDD  
Parkway CDD  
Meritus  
2005 Pan Am Circle, Suite 300  
Tampa , FL 33607

INVOICE 5704  
DATE 04/17/2023  
TERMS Net 15  
DUE DATE 05/02/2023

ACTIVITY	QTY	RATE	AMOUNT
Labor 3/24/-2023 thru 4/14/2023 4 weeks CLUBHOUSE CLEAN three times per week. including straitening pool furniture and dumping all exterior trash cans	4	262.50	1,050.00
Material PAPER GOODS trash bags and hand soap	1	75.00	75.00
Fuel Surcharge Due to The cost of rising fuel prices a surcharge has been added to this billing cycle for the month.	1	75.00	75.00

BALANCE DUE \$1,200.00



<b>Invoice Number</b>	2014454
<b>Invoice Date</b>	December 9, 2022
<b>Purchase Order</b>	238101232
<b>Customer Number</b>	83368
<b>Project Number</b>	238101232

**Bill To**

Parkway Center Community Development District  
 Accounts Payable  
 2002 North Lois Avenue #507  
 Tampa FL 33607  
 United States

**Please Remit To**

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

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**Project R189399700 - Parkway Center Oak CreekCDD Preservation Areas**

Project Manager	White, Chris	Contract Upset	24,940.00
Current Invoice Total (USD)	2,770.00	Contract Billed to Date	23,545.00
		For Period Ending	<b>November 30, 2022</b>

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Email invoices to: [teresa.farlow@merituscorp.com](mailto:teresa.farlow@merituscorp.com) If you have any questions regarding your project please contact Patrick Boser. Email: [Patrick.boser@cardno.com](mailto:Patrick.boser@cardno.com) Phone: 813-927-1201. For any billing inquiries please contact Angela Rappe

**Top Task 5820 Quarterly Vegetation Control**

<b>Low Task</b>	<b>5820.000A</b>	<b>Task Phase</b>			
			<b>Total Invoiced</b>	<b>Previously Invoiced</b>	<b>Current Invoice</b>
<b>Progress Charge</b>	8,320.00 x	83.23 % Complete	6,925.00	5,540.00	1,385.00
Low Task Subtotal	<b>Task Phase</b>				1,385.00

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Top Task Subtotal	Quarterly Vegetation Control	1,385.00
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**Top Task 5821 Quarterly Vegetation Control**

<b>Low Task</b>	<b>5821.000A</b>	<b>Task Phase</b>			
			<b>Total Invoiced</b>	<b>Previously Invoiced</b>	<b>Current Invoice</b>
<b>Progress Charge</b>	5,540.00 x	100.00 % Complete	5,540.00	4,155.00	1,385.00
Low Task Subtotal	<b>Task Phase</b>				1,385.00

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Top Task Subtotal	Quarterly Vegetation Control	1,385.00
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<b>Total Fees &amp; Disbursements</b>	2,770.00
<b>INVOICE TOTAL (USD)</b>	<b>2,770.00</b>

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**Due upon receipt or in accordance with terms of the contract**

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<b>Project #:</b>	R189399700 or 238101232	<b>Lake Management</b>	
<b>Project Name:</b>	Parkway Cnter	<b>Mitigation Maintenance</b>	✓
<b>Phase:</b>	5821	<b>Technician:</b>	FTN
		<b>Other</b>	

TREATMENT DATE	AREAS TREATED / METHOD OF TREATMENT / RESTRICTIONS
11/21/22	Treated all areas/ 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
01/00/00	0

SPECIES TREATED:					
algae	-	paragrass	-	<b>Additional Services:</b>	
alligator weed	-	pennywort	-	dead fish clean up	-
azola	-	primrose willow	X	midge treatments	-
bacopa	-	punk tree	-	trash pick-up	-
bahiagrass	-	ragweed	X		
barnyard grass	-	salt bush	X		
Bermuda grass	X	sedges	-		
Brazilian pepper	X	sesbania	X		
caeserweed	X	soda apple	-		
Carolina willow	X	southern niaid	-		
castorbean	-	Spanish needles	-		
cattail	-	spike rush	-		
Chinese tallow	X	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	-	widgit grass	-		
hydrilla	-	wild taro	-		
hydrocotyle	-				
indigo	X				

Comments:



<b>Invoice Number</b>	2064912
<b>Invoice Date</b>	April 10, 2023
<b>Purchase Order</b>	215600346
<b>Customer Number</b>	83368
<b>Project Number</b>	215600346

**Bill To**

Parkway Center Community Development District  
 Accounts Payable  
 c/o Inframark  
 210 North University Drive, Suite 702  
 Coral Springs FL 33071  
 United States

**Please Remit To**

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

<b>Project</b>	<b>Parkway Center Community Dev District</b>		
	Project Manager	Stewart, Tonja L	For Period Ending <b>March 24, 2023</b>
	Current Invoice Total (USD)	1,142.00	

Prepare for and attend March CDD meeting; follow up with vendors regarding pond slope erosion repair

**Top Task**                      **2023**                      **2023 FY General Consulting**

**Professional Services**

<b>Category/Employee</b>	<b>Current Hours</b>	<b>Rate</b>	<b>Current Amount</b>
Nurse, Vanessa M	1.75	152.00	266.00
Stewart, Tonja L	4.00	219.00	876.00
<b>Subtotal Professional Services</b>	<u>5.75</u>		<u>1,142.00</u>

Top Task Subtotal	2023 FY General Consulting	1,142.00
<b>Total Fees &amp; Disbursements</b>		<u>1,142.00</u>
<b>INVOICE TOTAL (USD)</b>		<b>1,142.00</b>

**Due upon receipt or in accordance with terms of the contract**

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

Phone: (262) 241-8222    [E-mail: Summer.Fillinger@Stantec.com](mailto:Summer.Fillinger@Stantec.com)

**\*\* PLEASE SEND AN INVOICE # WITH PAYMENT \*\***

Thank you.



<b>Invoice Number</b>	2070283
<b>Invoice Date</b>	April 19, 2023
<b>Purchase Order</b>	238101295
<b>Customer Number</b>	83368
<b>Project Number</b>	238101295

**Bill To**

Parkway Center Community Development District  
 Accounts Payable  
 2002 North Lois Avenue #507  
 Tampa FL 33607  
 United States

**Please Remit To**

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

**Project R19X438000 - Parkway Center CDD: Falkenburg Road Extension**

Project Manager	White, Chris	Contract Upset	15,550.00
Current Invoice Total (USD)	1,075.00	Contract Billed to Date	16,625.00
		For Period Ending	<b>March 31, 2023</b>

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.

<b>Top Task</b>	<b>17</b>	<b>Monitoring</b>
<b>Low Task</b>	<b>17.000A</b>	<b>Task Phase</b>

			<b>Total Invoiced</b>	<b>Previously Invoiced</b>	<b>Current Invoice</b>
<b>Progress Charge</b>	6,575.00 x	115.97 % Complete	7,625.00	6,775.00	850.00
Low Task Subtotal	<b>Task Phase</b>				850.00
Top Task Subtotal	Monitoring				850.00

<b>Top Task</b>	<b>5822</b>	<b>Mitigation Maint</b>
<b>Low Task</b>	<b>5822.000A</b>	<b>Task Phase</b>

			<b>Total Invoiced</b>	<b>Previously Invoiced</b>	<b>Current Invoice</b>
<b>Progress Charge</b>	2,700.00 x	100.00 % Complete	2,700.00	2,475.00	225.00
Low Task Subtotal	<b>Task Phase</b>				225.00
Top Task Subtotal	Mitigation Maint				225.00

<b>Total Fees &amp; Disbursements</b>	1,075.00
<b>INVOICE TOTAL (USD)</b>	<b>1,075.00</b>

**Due upon receipt or in accordance with terms of the contract**



<b>Project #:</b>	238101295		<b>Lake Management</b>		
<b>Project Name:</b>	Falkenburg Rd Extension		<b>Mitigation Maintenance</b>		<b>X</b>
			<b>Other</b>		
<b>Phase:</b>	5822.000A	<b>Technician:</b>	0		
<b>TREATMENT DATE</b>	<b>AREAS TREATED / METHOD OF TREATMENT / RESTRICTIONS</b>				
03/24/23	Treated mitigation site				
01/00/00	0				
01/00/00	0				
01/00/00	0				
01/00/00	0				
<b>SPECIES TREATED:</b>					
air potato	-	guinea grass	-	vines	-
algae	-	hairy-pod cowpea	-	Virginia creeper	-
alligator weed	X	hydrilla	-	water fern	-
azola	-	hydrocotyle	-	water hyacinth	-
bacopa	-	indigo	X	water-lettuce	-
bahiagrass	X	paragrass	-	water lily	-
balsam apple vine	-	pea vine	-	watermeal	-
barnyard grass	X	pennywort	-	widget grass	-
Bermuda grass	-	peppervine	-	water sprite	-
Brazilian pepper	-	pokeweed	-	West Indian marsh grass	-
caesarweed	X	pothos	-	wild taro	-
Carolina willow	-	primrose willow	-	<b>Additional Services:</b>	
carrotwood	-	punk tree	-	dead fish clean up	-
castorbean	-	ragweed	-	midge treatments	-
cattail	-	salt bush	X	trash pick-up	-
Chinese tallow	X	sedges	-		
climbing hempvine	X	sesbania	-		
cogongrass	X	skunk vine	-		
dayflower	-	soda apple	-		
dog fennel	-	southern niaid	-		
dollarweed	-	Spanish needles	-		
duckweed	-	spike rush	-		
elderberry	-	thistle	-		
false button wood	-	torpedograss	X		
grasses	X	vetch	-		
<b>Comments:</b>					
<b>TREATMENT DATE</b>	<b>Temperature</b>	<b>Wind</b>	<b>Skies</b>	<b>Prec</b>	
03/24/23	84	7	sunny	no	
01/00/00	0	0		0	0





## INVOICE

INVOICE #	INVOICE DATE
TMC 514318	4/11/2023
TERMS	PO NUMBER
Net 30	

**Bill To:**

Parkway Center CDD  
c/o Inframark  
2005 Pan Am Circle, Suite 300  
Tampa, FL 33607

**Property Name:** Parkway Center CDD

**Opp # 282730**

Irrigation Repairs February 2023 (Controller C-St.  
Castle Creek Drive/Pine Ridge)

**Remit To:**

Yellowstone Landscape  
PO Box 101017  
Atlanta, GA 30392-1017

**Invoice Due Date:** May 11, 2023

**Invoice Amount:** \$1,364.50

Description	Current Amount
Irrigation Repairs	\$1,364.50

**Invoice Total** **\$1,364.50**

*Excellence*  
IN COMMERCIAL LANDSCAPING

**Should you have any questions or inquiries please call (386) 437-6211.**





Ticket # 2489744

Truck # 178

YELLOWSTONE  
LANDSCAPE9506 N. Trask Street  
Tampa, FL 33624  
Phone: (813) 886-7755  
Fax: (813) 886-4386

CONTROL# 56797

Invoice # \_\_\_\_\_

Invoice Date # \_\_\_\_\_

Date: 3-29-23

## IRRIGATION WORK AUTHORIZATION

☒ Existing Customer- Job #☐ New Customer (no job#)

CUSTOMER NAME:

FAX #:

Name of Authorizing Person:

Phone #:

Billing Address:

Job Address:

Description of Work Authorized

Please Print All Information

Replaced 2002 62 + 74 depth both valves. timer C.

Quantity	Material	Price	Total
2	Replaced Irrigation Valve	260.00	520.00
2	2" Slip Fix	49.00	98.00
2	2" Coupling	3.25	6.50
4	2" male Adapters -	3.50	14.00
4	w/p wire nuts	1.50	6.00
			644.50
		Total Materials:	644.50
Labor: 12.0		Total Labor:	720.00
		TOTAL:	1364.50

Yellowstone Landscape, herein agrees to provide the services and materials itemized above.

(YS) Prepared By: (X) \_\_\_\_\_

(YS) Work Completed By: (X) \_\_\_\_\_

Date: \_\_\_\_\_

\*\* Post To Accounting Code #

03

Manager Approval: \_\_\_\_\_

I herein authorize the above specified work to be completed. I understand and agree that upon completion we will receive an invoice from Yellowstone Landscape, for the total amount stated above. The full amount will be due and payable within 30 days of the completion date. Payments received by Yellowstone Landscape, after 30 days will be subject to a 1.5% service charge per month until paid in full. Should a collection action for the balance due become necessary we agree to pay all related fees and costs, including reasonable attorney's fees. Proper venue for such actions shall be in Hillsborough County, Florida.

Date: \_\_\_\_\_

Please Print Name: \_\_\_\_\_

Authorized &amp; Accepted by: (X) \_\_\_\_\_





Proposal #282730

Date: 02/08/2023

From: Wayne Ebanks

Proposal For

Parkway Center CDD

c/o Inframark  
2005 Pan Am Circle, Suite 300  
Tampa, FL 33607

main: 813-873-7300  
mobile:  
eric.davidson@merituscorp.com

Location

7461 S. Falkenburg Road  
Riverview, FL 33578

Property Name: Parkway Center CDD

Irrigation Repairs February 2023 (Controller C-St. Castle Creek  
Drive/Pine Ridge)

Terms: Net 30

DESCRIPTION	QUANTITY	AMOUNT
Irrigation Labor	12.00	\$720.00
Irrigation Material	1.00	\$1,092.20

Client Notes

- The below are the estimated materials and labor to make all repairs, replace 2 control valves that wouldn't shut down and were located so we could perform the remaining balance of the inspection. Once all repairs have been completed, re-pressurize the system to test for leaks, and control valves for operation, and clean up area.

Signature

x

SUBTOTAL \$1,812.20

SALES TAX \$0.00

TOTAL \$1,812.20

Signature above authorizes Yellowstone Landscape to perform work as described above and verifies that the prices and specifications are hereby accepted. All overdue balances will be charge a 1.5% a month, 18% annual percentage rate.

Limited Warranty: All plant material is under a limited warranty for one year. Transplanted plant material and/or plant material that dies due to conditions out of Yellowstone Landscape's control (i.e. Acts of God, vandalism, inadequate irrigation due to water restrictions, etc.) shall not be included in the warranty.

Contact

Print Name: \_\_\_\_\_

Title: \_\_\_\_\_

Date: \_\_\_\_\_

Assigned To

Wayne Ebanks

Office:  
webanks@yellowstonelandscape.com



## Schweitzer, Greg

---

**From:** Gene Roberts <Gene.Roberts@inframark.com>  
**Sent:** Thursday, March 23, 2023 3:05 PM  
**To:** Schweitzer, Greg  
**Subject:** RE: irrigation report and proposal

### This Message Is From an External Sender

This message came from outside your organization.

This is approved.

---

**From:** Schweitzer, Greg <gschweitzer@yellowstonelandscape.com>  
**Sent:** Friday, March 17, 2023 2:09 PM  
**To:** Gene Roberts <Gene.Roberts@inframark.com>  
**Subject:** irrigation report and proposal

**WARNING:** This email originated outside of Inframark. Take caution when clicking on links and opening attachments.

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I hope all is well and have a good weekend

**Greg Schweitzer** | *Account Manager – Tampa Central*  
Yellowstone Landscape  
9506 N. Trask Street Tampa, FL 33624  
Ph: 813.886.7755 | Cell: 813.599.1335



# INVOICE

**DATE:** April 3, 2023  
**Invoice #** 7760

Billing address	Service address
Parkway CDD Meritus 2005 Pan Am Circle Suite 300 Tampa, FL 33607	Parkway CDD

ID	LOCATION	QTY	COST	TOTAL
	<b>Clubhouse</b>			
	1) Remove (1) one dead Sylvester palm trees and cut to ground level			
	2) Install Pine Bark as needed where palm was removed			
	3) Haul all debris away to dump		\$	375.00
			\$	-
			\$	-

THANK YOU FOR USING CARSON'S LAWN & LANDSCAPING SERVICES	TOTAL	\$	375.00
--	-------	----	--------

**Payment due upon receipt**

Phone #	Fax #	E-mail
813-526-3739	813-280-2476	<a href="mailto:carsonwd@yahoo.com">carsonwd@yahoo.com</a>



# **Parkway Center Community Development District**

Financial Statements  
(Unaudited)

Period Ending  
April 30, 2023

Prepared by:



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



**PARKWAY CENTER COMMUNITY DEVELOPMENT DISTRICT**

**Balance Sheet**  
As of April 30, 2023  
(In Whole Numbers)

ACCOUNT DESCRIPTION	GENERAL FUND	SERIES 2018-2		GENERAL FIXED ASSETS FUND	GENERAL LONG-TERM DEBT FUND	TOTAL
		SERIES 2008 DEBT SERVICE FUND	SERIES 2018-1 DEBT SERVICE FUND			
<b>ASSETS</b>						
Cash - Operating Account	\$ 687,241	\$ -	\$ -	\$ -	\$ -	\$ 687,241
Cash in Transit	-	172,587	4,533	3,435	-	180,555
Due From Other Funds	-	1,392	3,074	2,310	19	6,795
Investments:						
Interest Account	-	-	73,847	99,429	-	173,276
Principal	-	-	235,000	90,000	-	325,000
Reserve Fund	-	17,293	190,859	144,716	-	352,868
Revenue Fund	-	134,813	223,005	130,147	-	487,965
Deposits	8,368	-	-	-	-	8,368
Fixed Assets						
Buildings	-	-	-	-	30,000	30,000
Improvements Other Than Buildings (IOTB)	-	-	-	-	2,653,526	2,653,526
Ancillary Costs	-	-	-	-	937,602	937,602
Construction Work In Process	-	-	-	-	4,189,295	4,189,295
Amount Avail In Debt Services	-	-	-	-	-	808,400
Amount To Be Provided	-	-	-	-	-	8,386,600
<b>TOTAL ASSETS</b>	<b>\$ 695,609</b>	<b>\$ 326,085</b>	<b>\$ 730,318</b>	<b>\$ 470,037</b>	<b>\$ 19</b>	<b>\$ 7,810,423</b>
						<b>\$ 9,195,000</b>
						<b>\$ 19,227,491</b>
<b>LIABILITIES</b>						
Accounts Payable	\$ 18,254	\$ -	\$ -	\$ -	\$ -	\$ 18,254
Accounts Payable - Other	37	-	-	-	-	37
Deposits	50	-	-	-	-	50
Bonds Payable	-	-	-	-	-	9,195,000
Due To Other Funds	6,495	-	-	-	-	6,495
<b>TOTAL LIABILITIES</b>	<b>24,836</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>9,195,000</b>
						<b>9,219,836</b>
<b>FUND BALANCES</b>						
Restricted for:						
Debt Service	-	326,085	730,318	470,037	-	1,526,440
Capital Projects	-	-	-	-	19	19
Unassigned:	670,773	-	-	-	7,810,423	8,481,196
<b>TOTAL FUND BALANCES</b>	<b>670,773</b>	<b>326,085</b>	<b>730,318</b>	<b>470,037</b>	<b>19</b>	<b>7,810,423</b>
						<b>-</b>
						<b>10,007,655</b>
<b>TOTAL LIABILITIES &amp; FUND BALANCES</b>	<b>\$ 695,609</b>	<b>\$ 326,085</b>	<b>\$ 730,318</b>	<b>\$ 470,037</b>	<b>\$ 19</b>	<b>\$ 7,810,423</b>
						<b>\$ 9,195,000</b>
						<b>\$ 19,227,491</b>



**PARKWAY CENTER COMMUNITY DEVELOPMENT DISTRICT**  
**Statement of Revenues, Expenditures and Changes in Fund Balances**  
For the Period Ending April 30, 2023  
General Fund (001)  
*(In Whole Numbers)*

ACCOUNT DESCRIPTION	ANNUAL ADOPTED BUDGET	YEAR TO DATE ACTUAL	VARIANCE (\$) FAV(UNFAV)	YTD ACTUAL AS A % OF ADOPTED BUD
<b><u>REVENUES</u></b>				
Special Assmnts- Tax Collector	970,110	917,663	(52,447)	94.59%
Other Miscellaneous Revenues	10,000	8,640	(1,360)	86.40%
<b>TOTAL REVENUES</b>	<b>980,110</b>	<b>926,303</b>	<b>(53,807)</b>	<b>94.51%</b>
<b><u>EXPENDITURES</u></b>				
<b><u>Administration</u></b>				
Supervisor Fees	12,000	7,400	4,600	61.67%
ProfServ-Arbitrage Rebate	1,000	-	1,000	0.00%
ProfServ-Info Technology	3,200	1,167	2,033	36.47%
ProfServ-Recording Secretary	2,772	2,333	439	84.16%
ProfServ-Trustee Fees	12,500	17,374	(4,874)	138.99%
Disclosure Report	6,000	3,500	2,500	58.33%
District Counsel	7,500	683	6,817	9.11%
District Engineer	7,500	9,176	(1,676)	122.35%
District Manager	28,840	18,797	10,043	65.18%
Accounting Services	28,667	16,728	11,939	58.35%
Auditing Services	9,500	1,500	8,000	15.79%
Website Compliance	1,500	-	1,500	0.00%
Postage, Phone, Faxes, Copies	750	385	365	51.33%
Assessment Mailings	-	2,237	(2,237)	0.00%
Public Officials Insurance	3,677	507	3,170	13.79%
Legal Advertising	1,000	1,219	(219)	121.90%
Miscellaneous Services	500	225	275	45.00%
Misc-Non Ad Valorem Taxes	-	6,826	(6,826)	0.00%
Bank Fees	350	75	275	21.43%
Office Supplies	200	-	200	0.00%
Dues, Licenses, Subscriptions	200	175	25	87.50%
<b>Total Administration</b>	<b>127,656</b>	<b>90,307</b>	<b>37,349</b>	<b>70.74%</b>
<b><u>Electric Utility Services</u></b>				
Electricity - Streetlights	120,000	81,595	38,405	68.00%
<b>Total Electric Utility Services</b>	<b>120,000</b>	<b>81,595</b>	<b>38,405</b>	<b>68.00%</b>
<b><u>Garbage/Solid Waste Services</u></b>				
Garbage - Recreational Facility	1,200	1,229	(29)	102.42%
<b>Total Garbage/Solid Waste Services</b>	<b>1,200</b>	<b>1,229</b>	<b>(29)</b>	<b>102.42%</b>
<b><u>Water-Sewer Comb Services</u></b>				
Utility - Water	-	3,577	(3,577)	0.00%
<b>Total Water-Sewer Comb Services</b>	<b>-</b>	<b>3,577</b>	<b>(3,577)</b>	<b>0.00%</b>



**PARKWAY CENTER COMMUNITY DEVELOPMENT DISTRICT**  
**Statement of Revenues, Expenditures and Changes in Fund Balances**  
For the Period Ending April 30, 2023  
General Fund (001)  
*(In Whole Numbers)*

ACCOUNT DESCRIPTION	ANNUAL ADOPTED BUDGET	YEAR TO DATE ACTUAL	VARIANCE (\$) FAV(UNFAV)	YTD ACTUAL AS A % OF ADOPTED BUD
<b><u>Other Physical Environment</u></b>				
Waterway Management	99,000	26,955	72,045	27.23%
Field Services	27,707	16,162	11,545	58.33%
Clubhouse Security Systems	3,000	11,982	(8,982)	399.40%
Onsite Staff	50,000	9,545	40,455	19.09%
Insurance -Property & Casualty	24,000	3,527	20,473	14.70%
R&M-Gate	1,500	-	1,500	0.00%
R&M-Other Landscape	10,000	8,945	1,055	89.45%
R&M-Pools	28,000	14,000	14,000	50.00%
Landscape Maintenance	245,000	129,152	115,848	52.72%
Entry/Gate/Walls Maintenance	2,500	231	2,269	9.24%
Plant Replacement Program	20,000	2,100	17,900	10.50%
Irrigation Maintenance	12,000	7,516	4,484	62.63%
Mitigation Area Monitoring & Maintenance	9,500	-	9,500	0.00%
<b>Total Other Physical Environment</b>	<b>532,207</b>	<b>230,115</b>	<b>302,092</b>	<b>43.24%</b>
<b><u>Road and Street Facilities</u></b>				
StreetLight - Decorative Light Maint.	5,000	450	4,550	9.00%
Pavement and Signage Repairs	1,500	2,040	(540)	136.00%
Misc-Holiday Lighting	16,050	16,354	(304)	101.89%
<b>Total Road and Street Facilities</b>	<b>22,550</b>	<b>18,844</b>	<b>3,706</b>	<b>83.57%</b>
<b><u>Parks and Recreation</u></b>				
Security Patrol Services	14,156	11,424	2,732	80.70%
R&M-Pools	841	1,200	(359)	142.69%
Playground Equipment and Maintenance	10,000	12,208	(2,208)	122.08%
Special Events	7,500	89	7,411	1.19%
Misc-Contingency	144,000	23,706	120,294	16.46%
<b>Total Parks and Recreation</b>	<b>176,497</b>	<b>48,627</b>	<b>127,870</b>	<b>27.55%</b>
<b>TOTAL EXPENDITURES</b>	<b>980,110</b>	<b>474,294</b>	<b>505,816</b>	<b>48.39%</b>
Excess (deficiency) of revenues				
Over (under) expenditures	-	452,009	452,009	0.00%
<b>FUND BALANCE, BEGINNING (OCT 1, 2022)</b>		<b>218,764</b>		
<b>FUND BALANCE, ENDING</b>		<b>\$ 670,773</b>		



**PARKWAY CENTER COMMUNITY DEVELOPMENT DISTRICT**  
**Statement of Revenues, Expenditures and Changes in Fund Balances**  
For the Period Ending April 30, 2023  
Series 2008 Debt Service Fund (201)  
*(In Whole Numbers)*

ACCOUNT DESCRIPTION	ANNUAL ADOPTED BUDGET	YEAR TO DATE ACTUAL	VARIANCE (\$) FAV(UNFAV)	YTD ACTUAL AS A % OF ADOPTED BUD
<b><u>REVENUES</u></b>				
Special Assmnts- Tax Collector	\$ 167,179	\$ 165,329	\$ (1,850)	98.89%
<b>TOTAL REVENUES</b>	<b>167,179</b>	<b>165,329</b>	<b>(1,850)</b>	<b>98.89%</b>
<b><u>EXPENDITURES</u></b>				
<b><u>Debt Service</u></b>				
Principal Debt Retirement	110,000	-	110,000	0.00%
Interest Expense	57,179	-	57,179	0.00%
<b>Total Debt Service</b>	<b>167,179</b>	<b>-</b>	<b>167,179</b>	<b>0.00%</b>
<b>TOTAL EXPENDITURES</b>	<b>167,179</b>	<b>-</b>	<b>167,179</b>	<b>0.00%</b>
Excess (deficiency) of revenues				
Over (under) expenditures	-	165,329	165,329	0.00%
<b>FUND BALANCE, BEGINNING (OCT 1, 2022)</b>		<b>160,756</b>		
<b>FUND BALANCE, ENDING</b>		<b>\$ 326,085</b>		



**PARKWAY CENTER COMMUNITY DEVELOPMENT DISTRICT**  
**Statement of Revenues, Expenditures and Changes in Fund Balances**  
For the Period Ending April 30, 2023  
Series 2018-1 Debt Service Fund (202)  
*(In Whole Numbers)*

ACCOUNT DESCRIPTION	ANNUAL ADOPTED BUDGET	YEAR TO DATE ACTUAL	VARIANCE (\$) FAV(UNFAV)	YTD ACTUAL AS A % OF ADOPTED BUD
<b><u>REVENUES</u></b>				
Interest - Investments	\$ -	\$ 296	\$ 296	0.00%
Special Assmnts- Tax Collector	378,581	365,283	(13,298)	96.49%
Special Assmnts- CDD Collected	-	4,533	4,533	0.00%
<b>TOTAL REVENUES</b>	<b>378,581</b>	<b>370,112</b>	<b>(8,469)</b>	<b>97.76%</b>
<b><u>EXPENDITURES</u></b>				
<b><u>Debt Service</u></b>				
Principal Debt Retirement	235,000	-	235,000	0.00%
Interest Expense	143,581	73,847	69,734	51.43%
<b>Total Debt Service</b>	<b>378,581</b>	<b>73,847</b>	<b>304,734</b>	<b>19.51%</b>
<b>TOTAL EXPENDITURES</b>	<b>378,581</b>	<b>73,847</b>	<b>304,734</b>	<b>19.51%</b>
Excess (deficiency) of revenues				
Over (under) expenditures	-	296,265	296,265	0.00%
<b>FUND BALANCE, BEGINNING (OCT 1, 2022)</b>		<b>434,053</b>		
<b>FUND BALANCE, ENDING</b>		<b>\$ 730,318</b>		



**PARKWAY CENTER COMMUNITY DEVELOPMENT DISTRICT**  
**Statement of Revenues, Expenditures and Changes in Fund Balances**  
For the Period Ending April 30, 2023  
Series 2018-2 Debt Service Fund (203)  
*(In Whole Numbers)*

ACCOUNT DESCRIPTION	ANNUAL ADOPTED BUDGET	YEAR TO DATE ACTUAL	VARIANCE (\$) FAV(UNFAV)	YTD ACTUAL AS A % OF ADOPTED BUD
<b><u>REVENUES</u></b>				
Interest - Investments	\$ -	\$ 190	\$ 190	0.00%
Special Assmnts- Tax Collector	287,283	276,799	(10,484)	96.35%
Special Assmnts- CDD Collected	-	3,435	3,435	0.00%
<b>TOTAL REVENUES</b>	<b>287,283</b>	<b>280,424</b>	<b>(6,859)</b>	<b>97.61%</b>
<b><u>EXPENDITURES</u></b>				
<b><u>Debt Service</u></b>				
Principal Debt Retirement	90,000	-	90,000	0.00%
Interest Expense	197,283	99,429	97,854	50.40%
<b>Total Debt Service</b>	<b>287,283</b>	<b>99,429</b>	<b>187,854</b>	<b>34.61%</b>
<b>TOTAL EXPENDITURES</b>	<b>287,283</b>	<b>99,429</b>	<b>187,854</b>	<b>34.61%</b>
Excess (deficiency) of revenues				
Over (under) expenditures	-	180,995	180,995	0.00%
<b>FUND BALANCE, BEGINNING (OCT 1, 2022)</b>		<b>289,042</b>		
<b>FUND BALANCE, ENDING</b>		<b>\$ 470,037</b>		



**PARKWAY CENTER COMMUNITY DEVELOPMENT DISTRICT**  
**Statement of Revenues, Expenditures and Changes in Fund Balances**  
For the Period Ending April 30, 2023  
Series 2018-2 Capital Projects Fund (303)  
*(In Whole Numbers)*

ACCOUNT DESCRIPTION	ANNUAL ADOPTED BUDGET	YEAR TO DATE ACTUAL	VARIANCE (\$) FAV(UNFAV)	YTD ACTUAL AS A % OF ADOPTED BUD
<b><u>REVENUES</u></b>				
<b>TOTAL REVENUES</b>	-	-	-	<b>0.00%</b>
<b><u>EXPENDITURES</u></b>				
<b>TOTAL EXPENDITURES</b>	-	-	-	<b>0.00%</b>
Excess (deficiency) of revenues				
Over (under) expenditures	-	-	-	0.00%
<b>FUND BALANCE, BEGINNING (OCT 1, 2022)</b>		19		
<b>FUND BALANCE, ENDING</b>		<u><u>\$ 19</u></u>		



**PARKWAY CENTER COMMUNITY DEVELOPMENT DISTRICT**  
**Statement of Revenues, Expenditures and Changes in Fund Balances**  
For the Period Ending April 30, 2023  
General Fixed Assets Fund (900)  
*(In Whole Numbers)*

ACCOUNT DESCRIPTION	ANNUAL ADOPTED BUDGET	YEAR TO DATE ACTUAL	VARIANCE (\$) FAV(UNFAV)	YTD ACTUAL AS A % OF ADOPTED BUD
<b><u>REVENUES</u></b>				
<b>TOTAL REVENUES</b>	-	-	-	<b>0.00%</b>
<b><u>EXPENDITURES</u></b>				
<b>TOTAL EXPENDITURES</b>	-	-	-	<b>0.00%</b>
Excess (deficiency) of revenues				
Over (under) expenditures	-	-	-	0.00%
<b>FUND BALANCE, BEGINNING (OCT 1, 2022)</b>		<b>7,810,423</b>		
<b>FUND BALANCE, ENDING</b>		<b><u>\$ 7,810,423</u></b>		



## PARKWAY CENTER CDD

### Bank Reconciliation

Bank Account No. 1958 Wells Fargo - GF Operating  
 Statement No. 4-23  
 Statement Date 4/30/2023

G/L Balance (LCY)	687,240.98	Statement Balance	730,156.73
G/L Balance	687,240.98	Outstanding Deposits	1,275.00
Positive Adjustments	0.00		
		Subtotal	731,431.73
Subtotal	687,240.98	Outstanding Checks	44,190.75
Negative Adjustments	0.00	Differences	0.00
Ending G/L Balance	687,240.98	Ending Balance	687,240.98
Difference	0.00		

Posting Date	Document Type	Document No.	Description	Amount	Cleared Amount	Difference
<b>Checks</b>						
3/23/2023	Payment	6012	TANYA O'CONNOR	200.00	200.00	0.00
3/30/2023	Payment	6013	CHARLOTTE HAZLEWOOD	200.00	200.00	0.00
3/30/2023	Payment	6015	DON HARRISON ENTERPRISES LLC	450.00	450.00	0.00
3/30/2023	Payment	6016	DOORKING INC.	32.95	32.95	0.00
3/30/2023	Payment	6017	ECO PEST SOLUTIONS	150.00	150.00	0.00
3/30/2023	Payment	6018	FIRST CHOICE AQUATIC WEED	1,846.00	1,846.00	0.00
3/30/2023	Payment	6019	GRAU & ASSOCIATES	1,500.00	1,500.00	0.00
3/30/2023	Payment	6021	JO ANN WARD	200.00	200.00	0.00
3/30/2023	Payment	6024	SPEAREM ENTERPRISES	1,200.00	1,200.00	0.00
3/30/2023	Payment	6025	STANTEC CONSULTING	1,395.00	1,395.00	0.00
3/30/2023	Payment	6026	TIMES PUBLISHING COM	471.30	471.30	0.00
3/30/2023	Payment	6027	YELLOWSTONE LANDSCAPE	300.00	300.00	0.00
4/6/2023	Payment	6028	CARSON'S LAWN & LANDSCAPING	375.00	375.00	0.00
4/6/2023	Payment	6029	FIELDS CONSULTING GROUP, LLC	1,275.00	1,275.00	0.00
4/6/2023	Payment	6030	JO ANN WARD	200.00	200.00	0.00
4/6/2023	Payment	6033	TANYA O'CONNOR	200.00	200.00	0.00
4/13/2023	Payment	6034	PARKWAY CENTER CDD	10,019.53	10,019.53	0.00
4/3/2023		JE000229	playground Equipment and Maintenance	285.76	285.76	0.00
4/3/2023		JE000230	Other Misc Revenue	505.55	505.55	0.00
4/7/2023		JE000231	Site Staff	1,589.58	1,589.58	0.00
4/20/2023		JE000232	Other Misc Revenue	91.50	91.50	0.00
4/21/2023		JE000233	Site Staff	1,536.92	1,536.92	0.00
4/24/2023		JE000234	Wells Fargo - GF Operating	9,806.12	9,806.12	0.00
4/26/2023		JE000240	Misc-contingency	20.85	20.85	0.00
4/26/2023		JE000241	Misc-Contingency	804.78	804.78	0.00
4/28/2023		JE000235	Electricity - Streetloghts	308.58	308.58	0.00
4/28/2023		JE000236	Electricity - Streetlights	610.16	610.16	0.00
4/28/2023		JE000237	Wells Fargo - GF Operating	647.78	647.78	0.00
4/28/2023		JE000238		820.50	820.50	0.00
4/28/2023		JE000239	Electricity - Streetlights	1,009.61	1,009.61	0.00



# PARKWAY CENTER CDD

Bank Reconciliation

Posting Date	Document Type	Document No.	Description		Amount	Cleared Amount	Difference
Total Checks					38,052.47	38,052.47	0.00
Deposits							
4/6/2023		JE000192	CK#1557### - Clubhouse	G/L	125.00	125.00	0.00
4/6/2023		JE000193	CK#247## - Key Fob	G/L	25.00	25.00	0.00
4/26/2023		JE000218	MO##### - Clubhouse	G/L	25.00	25.00	0.00
4/26/2023		JE000219	CASH - Clubhouse	G/L	200.00	200.00	0.00
4/30/2023		JE000226	Other Miscellaneous Revenues	G/L	1,021.10	1,021.10	0.00
4/5/2023		JE000227	Debt Service/Tax Revenue	G/L	21,412.65	21,412.65	0.00
4/11/2023		JE000228	Debt Service/Tax Revenue	G/L	65.30	65.30	0.00
Total Deposits					22,874.05	22,874.05	0.00
Outstanding Checks							
9/30/2022		JE000019	ACH 5589652368 062722 / BOCC		2,053.85	0.00	2,053.85
9/30/2022		JE000020	Check 5755 / Linda Bell		200.00	0.00	200.00
9/30/2022		JE000021	ACH 5589652368 051922 / BOCC		2,105.96	0.00	2,105.96
10/20/2022	Payment	5870	AQUAPRO POOL SOLUTIONS		2,300.00	0.00	2,300.00
10/20/2022	Payment	5872	NAVITAS CREDIT CORP		804.78	0.00	804.78
11/30/2022	Payment	5915	LINDA W. BELL		200.00	0.00	200.00
2/3/2023	Payment	5978	LINDA W. BELL		200.00	0.00	200.00
3/30/2023	Payment	6014	DALE WENTZEL		13.96	0.00	13.96
3/30/2023	Payment	6022	KOKO L. MILLER		200.00	0.00	200.00
3/30/2023	Payment	6023	LINDA W. BELL		200.00	0.00	200.00
4/6/2023	Payment	6031	KOKO L. MILLER		200.00	0.00	200.00
4/6/2023	Payment	6032	LINDA W. BELL		200.00	0.00	200.00
4/20/2023	Payment	6035	CARDNO, INC.		1,075.00	0.00	1,075.00
4/27/2023	Payment	6036	BURR & FORMAN LLP		227.50	0.00	227.50
4/27/2023	Payment	6037	DOORKING INC.		32.95	0.00	32.95
4/27/2023	Payment	6038	ECO PEST SOLUTIONS		300.00	0.00	300.00
4/27/2023	Payment	6039	ILLUMINATIONS HOLIDAY LIGHTING		7,875.00	0.00	7,875.00
4/27/2023	Payment	6040	SPEAREM ENTERPRISES		1,200.00	0.00	1,200.00
4/27/2023	Payment	6041	STANTEC CONSULTING		4,987.00	0.00	4,987.00
4/27/2023	Payment	6042	YELLOWSTONE LANDSCAPE		19,814.75	0.00	19,814.75
Total Outstanding Checks.....					44,190.75		44,190.75
Outstanding Deposits							
12/10/2022		JE000095	Check Deposit #416050#####	G/L	52.00	0.00	52.00
2/10/2023		JE000119	CK#1158### - Key Fob	G/L	25.00	0.00	25.00
2/10/2023		JE000120	CK#523## - Key Fob	G/L	25.00	0.00	25.00
2/10/2023		JE000121	CK#1005### - Clubhouse	G/L	75.00	0.00	75.00
2/10/2023		JE000122	CK#1010### - Clubhouse	G/L	100.00	0.00	100.00
2/10/2023		JE000124	CK#1139### - Clubhouse	G/L	100.00	0.00	100.00
2/10/2023		JE000125	MO##### - Clubhouse	G/L	50.00	0.00	50.00
2/10/2023		JE000126	MO##### - Clubhouse	G/L	100.00	0.00	100.00
2/10/2023		JE000127	CK#68#-7497 2560 - Clubhouse	G/L	100.00	0.00	100.00
2/21/2023		JE000143	CK#1110006500##### Verizon Refund	G/L	48.00	0.00	48.00



## PARKWAY CENTER CDD

### Bank Reconciliation

Posting Date	Document Type	Document No.	Description		Amount	Cleared Amount	Difference
3/3/2023		JE000157	CK#191## Clubhouse	G/L	50.00	0.00	50.00
3/9/2023		JE000158	CK#1804### - Pool Card	G/L	25.00	0.00	25.00
3/9/2023		JE000159	MO##### - Pool Card	G/L	25.00	0.00	25.00
3/9/2023		JE000160	CK#761## - Clubhouse	G/L	100.00	0.00	100.00
3/9/2023		JE000161	CK#180## - Clubhouse	G/L	100.00	0.00	100.00
3/9/2023		JE000162	CK#1026### - Clubhouse	G/L	100.00	0.00	100.00
3/9/2023		JE000164	CK#327## - Clubhouse	G/L	100.00	0.00	100.00
3/9/2023		JE000169	CK#687497##### - Clubhouse	G/L	100.00	0.00	100.00
Total Outstanding Deposits.....					1,275.00		1,275.00



# **PARKWAY CENTER CDD**

**Field Inspection - May 2023**

**Wednesday, May 17, 2023**

**Prepared For Parkway Center Board Of Supervisors**

**29 Items Identified**

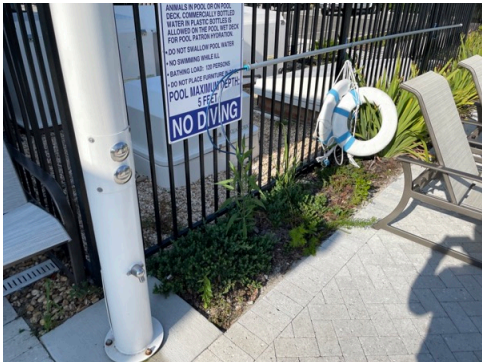




### Item 1

Assigned To Yellowstone

The front of the amenity center looks good. All landscaping is healthy and well maintained.



### Item 2

Assigned To Yellowstone

Weeds will be pulled from the Juniper and anywhere else in the amenity center.



### Item 3

Assigned To Yellowstone

The struggling row of Plumbago along the fence will be pulled to emphasize the healthy plants behind them.

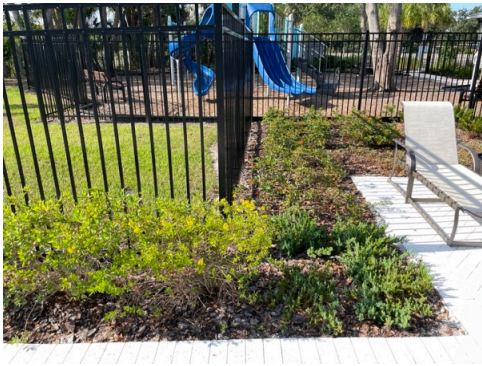


### Item 4

Assigned To Yellowstone

Plants behind the cabanas aren't growing well, Yellowstone will test if the compacted base under the pavers extends into the landscaping bed, preventing a healthy root system.





### Item 5

Assigned To Yellowstone

Golden Dewdrops, Firebush, and Juniper are growing well everywhere else.



### Item 6

Dead limbs over the playground should be cut down before storms start coming.



### Item 7

Assigned To Aquatic Weed Control

Pond 25 behind the amenity center is not getting treated.



### Item 8

Assigned To Yellowstone

The dead sod by the corner of S 78th st will be replaced.





### Item 9

Assigned To Yellowstone

New annuals and weeding is needed at the front Oak Creek Monument.



### Item 10

Assigned To Aquatic Weed Control

Pond 9 has some Planktonic algae that needs to be treated.



### Item 11

Assigned To Yellowstone

The Pine ridge monument needs weed detailing. The rest of the plant life is healthy.



### Item 12

Assigned To Yellowstone

The Harvest Glenn monument will also be weeded.





### Item 13

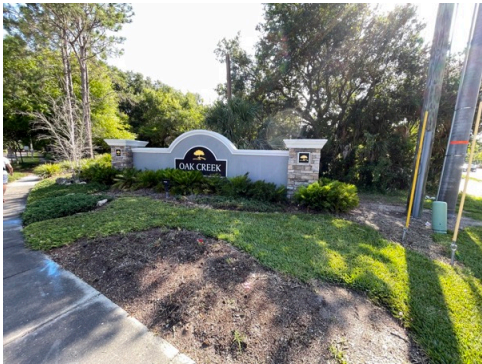
The vandalized sign in the park along Moccasin Trail Dr needs to be replaced.



### Item 14

Assigned To Yellowstone

Multiple dead Pine trees along Still Creek Dr have died from pine beetles and need to be removed. The rest will be injected by Yellowstone for prevention.



### Item 15

Assigned To Yellowstone

New annuals are needed at the Still Creek Dr Monument.



### Item 16

Assigned To Yellowstone

The medians on Still Creek look good.





#### Item 17

Assigned To Yellowstone

Leaking irrigation heads will be repaired by Yellowstone.



#### Item 18

More dead pines along the Still Creek Dr roundabout.



#### Item 19

Assigned To Yellowstone

The Hamlet monument looks good. The Coontie Palms have recovered.



#### Item 20

Assigned To Yellowstone

The Sanctuary monument looks good.





### Item 21

Assigned To Yellowstone

Annuals are needed at the Castle Creek Dr monument and weed detailing is needed.



### Item 22

Assigned To Yellowstone

All weeds have been treated in the Castle Creek Dr median.



### Item 23

Assigned To Yellowstone

The Fakahatchee and Viburnum are being trimmed along Castle Creek Dr.



### Item 24

Assigned To Yellowstone

Dead/scraggly plants will be pulled from the inside of the north Sanctuary gate. The Liriope and the Jasmine look good on the outside.





### Item 25

Assigned To Yellowstone

New annuals and weed detailing are needed at the north sanctuary monument.



### Item 26

Assigned To Yellowstone

Sod will be lain where the dead Hawthorne was pulled behind the Baywood/Summerwood monument.



### Item 27

Assigned To Yellowstone

The Juniper has been trimmed and the Hollies look good along the Summerwood median.



### Item 28

Assigned To Yellowstone

Both sides of the Summerwood entry look good.





### Item 29

Assigned To Yellowstone

Dead Hollies along S Falkenburg need to be removed.