

**PARKWAY CENTER
COMMUNITY DEVELOPMENT DISTRICT
BOARD OF SUPERVISORS
REGULAR MEETING
OCTOBER 26, 2016**

**PARKWAY CENTER
COMMUNITY DEVELOPMENT DISTRICT
AGENDA
OCTOBER 26, 2016 at 6:30 p.m.**

Rivercrest CDD Clubhouse
Located at 11560 Ramble Creek Drive, Riverview, FL 33569.

District Board of Supervisors	Chairman Vice Chairman Supervisor Supervisor Supervisor	JoAnn Ward Earl Kunke Tanya O'Connor Vacant Vacant
District Manager	Meritus	Brian Howell
District Attorney	Burr Forman	Scott Steady
District Engineer	Stantec, Inc.	Tonja Stewart

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

The District Agenda is comprised of four different sections:

The meeting will begin at **6:30 p.m.** with the third section is called **Vendor/Staff Reports**. This section allows the District Engineer, and Attorney to update the Board of Supervisors on any pending issues that are being researched for Board action and vendors presentation of information from any potential or current contractor of the District. Fourth section called **Consent Agenda**. The Consent Agenda section contains items that require the review and approval of the District Board of Supervisors as a normal course of business. The fifth section is called **Business Items**. The business items section contains items for approval by the District Board of Supervisors that may require discussion, motion and votes on an item-by-item basis. The sixth section called **Management Reports** allows the District Administrator to update the Board of Supervisors on any pending issues that are being researched for Board action and vendors presentation of information from any potential or current contractor of the District. If any member of the audience would like to speak on one of the business items, they will need to register with the District Administrator prior to the presentation of that agenda item. Occasionally, certain items for decision within this section are required by Florida Statute to be held as a Public Hearing. During the Public Hearing portion of the agenda item, each member of the public will be permitted to provide one comment on the issue, prior to the Board of Supervisors' discussion, motion and vote. Agendas can be reviewed by contacting the Manager's office at (813) 397-5120 at least seven days in advance of the scheduled meeting. Requests to place items on the agenda must be submitted in writing with an explanation to the District Manager at least fourteen (14) days prior to the date of the meeting. The seventh section is called **Supervisor Requests**. This is the section in which the Supervisors may request Staff to prepare certain items in an effort to meet the District's needs. The final section is called **Audience Questions, Comments and Discussion Forum**. This portion of the agenda is where individuals may comment on matters that concern the District. The Board of Supervisors or Staff is not obligated to provide a response until sufficient time for research or action is warranted. IF THE COMMENT CONCERNS A MAINTENANCE RELATED ITEM, THE ITEM WILL NEED TO BE ADDRESSED BY THE DISTRICT ADMINSTRATOR OUTSIDE THE CONTEXT OF THIS MEETING.

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

Pursuant to provisions of the Americans with Disabilities Act, any person requiring special accommodations to participate in this meeting is asked to advise the District Office at (813) 397-5120, at least 48 hours before the meeting. If you are hearing or speech impaired, please contact the Florida Relay Service at 1 (800) 955-8770, who can aid you in contacting the District Office.

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

Board of Supervisors
Parkway Center Community Development District

Dear Board Members:

The Regular Meeting of the Board of Supervisors of the Parkway Center Community Development District will be held on **Wednesday, October 26, 2016 at 6:30 p.m.** at Rivercrest CDD Clubhouse at 11560 Ramble Creek Drive, Riverview, FL 33569. Included below is the agenda:

- 1. CALL TO ORDER/ROLL CALL**
- 2. AUDIENCE QUESTIONS AND COMMENT ON AGENDA ITEMS**
- 3. VENDOR/STAFF REPORTS**
 - A. HOA Request for No Soliciting Signs
 - B. District Counsel
 - C. District Engineer
- 4. BUSINESS ITEMS**
 - A. Acceptance of Dissemination Agent Agreement with Disclosure Services Tab 01
 - B. Capital Improvement Project Update
 - C. General Matters of the District
- 5. CONSENT AGENDA**
 - A. Consideration of Minutes of Board of Supervisors Meeting September 28, 2016 Tab 02
 - B. Consideration of Operations and Maintenance Expenditures October 2016 Tab 03
 - C. Review of Financial Statements through August 31, 2016 Tab 04
- 6. MANAGEMENT REPORTS**
 - A. District Manager’s Report
 - B. Field Manager
 - 1. District Inspection Report Tab 05
 - 2. Staff Action List Tab 06
 - 3. Aquatic Systems Reports Tab 07
 - 4. Spear Security Reports Tab 08
 - 5. Spearem Painting Bids Tab 09
 - 6. Security Proposals Tab 10
- 7. SUPERVISOR REQUESTS**
- 8. AUDIENCE QUESTION, COMMENTS AND DISCUSSION FORUM**
- 9. ADJOURNMENT**

We look forward to seeing you at the meeting. In the meantime, if you have any questions, please do not hesitate to call us at (813) 397-5120.

Sincerely,

Brian Howell
District Manager

DISCLOSURE SERVICES, LLC

DISSEMINATION AGREEMENT Parkway Center Community Development District

October 4, 2016

Board of Supervisors
Parkway Center Community Development District

Dear Supervisors:

DISCLOSURE SERVICES, LLC ("Dissemination Agent") hereby agrees with the Parkway Center Community Development District (the "District") to act as the District's Dissemination Agent. The duties of the Dissemination Agent are set forth in this Dissemination Agreement (the "Agreement"). The purpose of this Agreement is to facilitate the District's compliance with the Securities and Exchange Commission's (the "SEC's") Rule 15c2-12(b)(5) (the "Rule") related to continuing disclosure. The Dissemination Agent is acting as an independent contractor for purposes of facilitating the District's Rules obligations and is not an agent of the District. Capitalized terms not otherwise defined herein shall have the meanings assigned to them in the Continuing Disclosure Agreements.

1. **Duties:** The Dissemination Agent shall have only such duties as are specifically set forth in the Continuing Disclosure Agreements.
2. **Fees:** The Dissemination Agent will be responsible for all out-of-pocket expenses. The annual fee for the Dissemination Agent's services under this Agreement is \$1,000 for the District's Series 2004 Bonds, plus \$1,000 for each additional bond issue of the District, subject to these disclosure requirements.
3. **Assignment:** The Dissemination Agent reserves the right to engage a third party for the purpose of carrying out the services outlined in this Agreement.
4. **Termination:** Both the District and the Dissemination Agent will have the right to terminate this Agreement upon 30 days prior written notice.
5. **Representation of the District:** The District represents and warrants that it will not withhold any information necessary for the Dissemination Agent to carry out its duties under this Agreement and that it will supply all information requested by the Dissemination Agent.

DISCLOSURE SERVICES, LLC

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6. **Indemnification**: To the extent permitted by law, the District will indemnify the Dissemination Agent for any action or actions brought by Owners as a result of the failure (including omission and misrepresentation) of the District to meet its requirements under this Agreement and the Continuing Disclosure Agreement as determined by a court of competent jurisdiction. To the extent permitted by law, the Dissemination Agent will indemnify the District for any action or actions brought by Owners as a result of the Dissemination Agent's gross negligence or willful misconduct as determined by a court of competent jurisdiction.
7. **Responsibility for Information**: The District acknowledges and agrees that the information to be collected and disseminated by the Dissemination Agent will be produced by the District. The Dissemination Agent's duties are those of collection and collation and not of authorship or production, consequently the Dissemination Agent shall have no responsibility for the content of the information disseminated by it and any and all securities law liabilities, including compliance with the Rule, will remain with the District.
8. **Agreement Governed by Florida Law**: The terms and conditions of this Agreement shall be governed by the laws of the State of Florida.

This Agreement shall be effective upon the District's acceptance hereof.

Very truly yours,

DISCLOSURE SERVICES, LLC



Robert Gardner
Manager

Approved and Accepted:

Parkway Center Community Development District

By: _____

Title: _____

Date: _____

WINTER PARK, FLORIDA

PARKWAY CENTER COMMUNITY DEVELOPMENT DISTRICT

September 28, 2016 Minutes of Meeting

Minutes of the Regular Meeting

The Regular Meeting of the Board of Supervisors for Parkway Center Community Development District was held on **Wednesday, September 28, 2016 at 6:30 p.m.** at the Rivercrest CDD Clubhouse at 11560 Ramble Creek Drive, Riverview, FL 33569.

1. CALL TO ORDER/ROLL CALL

Brian Howell called the Regular Meeting and Public Hearing of the Board of Supervisors of the Parkway Center Community Development District to order on **Wednesday, September 28, 2016 at 6:34 p.m.**

Brian Howell led the Board in The Pledge of Allegiance.

Board Members Present:

JoAnn Ward	Chairman
Earl Kunke	Vice Chairman
Tanya O'Connor	Supervisor

Staff Members Present:

Brian Howell	Meritus
Scott Steady	District Counsel
Eric Dunning	Taylor Morrison
Craig Hotop	Taylor Morrison

Four Audience Members Present

2. AUDIENCE QUESTIONS AND COMMENT ON AGENDA ITEMS

There were no audience comments at this time.

3. VENDOR/STAFF REPORTS

A. Taylor Morrison Discussion on Oak Creek Parcel 7

District Counsel Scott Steady and Taylor Morrison representatives Craig Hotop and Eric Dunning went over the request for the CDD to temporarily give ownership of a pond for platting reasons to Taylor Morrison; the common areas and pond will then be conveyed to the District when the parcel is built out. Mr. Steady stated he had no problems with this request at this time.

The Board discussed the request.

MOTION TO: Approve the Chairman to facilitate conveyance of the existing pond to Taylor Morrison and accept the new pond back in a dedicated plat/deed.

MADE BY: Supervisor O'Connor

SECONDED BY: Supervisor Kunke

DISCUSSION: None further

RESULT: Called to Vote: motion PASSED

3/0 – Motion passed unanimously.

Mr. Steady stated these lots will be assessed and for staff to make sure they are assessed; he also also said it is important that as Taylor Morrison closes out building, a true-up is done to make sure all assessed lots are on the tax roll and accounted for.

B. District Counsel

C. District Engineer

Mr. Howell noted that the repairs approved last month were completed in regards to pond and weir, and the Engineer has also signed off on the Taylor Morrison plat request.

D. Update from Nichols Landscape Architecture

Mr. Howell went over the capital improvement plan and said the trees are now going in and the project should be completed within 30 days. The Board agreed to give Celia Nichols authorization to make any changes in the field in regards to the plan and design.

4. BUSINESS ITEMS

A. Consideration of Resolution 2016-09; Trespass Resolution

The items in this section occurred directly following the Oak Creek Parcel 7 discussion during the meeting.

Mr. Steady went over the resolution for trespassing, and the Board wanted to amend it to allow Board members to enforce trespassing as well as District staff. Mr. Steady stated he will review this addition, and if is allowed, he will add that to the resolution.

MOTION TO: Approve Resolution 2016-09 with caveat that
Counsel will review to see if Board members can be
added to enforce trespassing.
MADE BY: Supervisor Ward
SECONDED BY: Supervisor O'Connor
DISCUSSION: None further
RESULT: Called to Vote: motion PASSED
3/0 – Motion passed unanimously.

B. General Matters of the District

5. CONSENT AGENDA

A. Consideration of Minutes of Board of Supervisors Meeting July 27, 2016

The Board reviewed the minutes and noted some changes.

MOTION TO: Approve August 28, 2016 meeting minutes with
changes to lines 37, 50, 53, 223, and to add “no
comments were made.”
MADE BY: Supervisor Ward
SECONDED BY: Supervisor O'Connor
DISCUSSION: Mr. Howell discussed lines 171-174, but with no
changes made.
RESULT: Called to Vote: motion PASSED
3/0 – Motion passed unanimously.

B. Consideration of Operations and Maintenance Expenditures September 2016

The Board reviewed the O&M's.

MOTION TO: Approve O&M's for September 2016.
MADE BY: Supervisor Ward
SECONDED BY: Supervisor Kunke
DISCUSSION: None further.
RESULT: Called to Vote: motion PASSED
3/0 – Motion passed unanimously.

The Board discussed the street light bills and asked Mr. Howell to find out if there is a way to condense them into one bill to make it easier to read and possibly avoid any extra charges. The Board also went over water fines and a tree work invoice.

C. Review of Financial Statements through July 31, 2016

The financials were accepted, and Mr. Howell noted that the District had collected \$15,000.00 more in revenue because of residents paying late. That money will go into reserves, and the CDD still has 20% of the budget remaining.

7. MANAGEMENT REPORTS

A. District Manager's Report

B. Field Manager

1. District Inspection Report

2. Staff Action List

3. Aquatic Systems Reports

4. Spear Security Reports

5. LMP Palm Tree Replacement Estimate

Mr. Howell reported that the painting of the wall was finished, and he would get quotes on the last two wall sections for meeting next month. The Board requested the wall in the hamlets be looked at as well. Mr. Howell noted that the fence on the TECO easement is almost completed, and that only the gate is left. The County is being contacted to pick up trash, and a "no trespassing" sign will be posted on gate.

Mr. Howell then went over the pricing for no trespassing signs: the higher quality signs and posts will be \$250.00 each, while the lower quality signs will be \$100.00 each installed. There are approximately 28 signs and posts needed, so the cost would be \$7,500.00 total for the higher-end signs and posts. The lower-end versions would be 60% or so less expensive. The Board decided to go with higher-end signs to match the other ones in the Community and to blend with all the other improvements the District is doing. Brian Howell will see if cost can be lowered by using a smaller sign, provided the wording that is needed can be put on a smaller sign.

MOTION TO:	Approve signs and posts with a cap not to exceed \$7,500.00 total for the project.
MADE BY:	Supervisor Ward
SECONDED BY:	Supervisor O'Connor
DISCUSSION:	None further.
RESULT:	Called to Vote: motion PASSED 3/0 – Motion passed unanimously.

The Board discussed the LMP proposal to remove more infected palm trees. The proposal executed last month will begin around October 1st. Mr. Howell stated he would like to check pricing in the market just to make sure the pricing is fair since it is getting to be an expensive project with removing the diseased palms. The Board agreed but also wants to remove infected ones as soon as possible.

MOTION TO: Approve removing the dead palms with a cap not to exceed \$15,080.00.
MADE BY: Supervisor Ward
SECONDED BY: Supervisor O'Connor
DISCUSSION: None further.
RESULT: Called to Vote: motion PASSED
3/0 – Motion passed unanimously.

Mr. Howell noted that the sign company for Taylor Morrison will be sending out a report which shows where signs for sales are currently and for future proposed signage. Craig Hotop with Taylor Morrison stated he would follow up with their vendor.

Mr. Howell also reported that Spears Security had given their 30-day notice, and their last day will be October 31, 2016, because they are closing their business. Mr. Howell will have bids for the board at the next meeting to choose a replacement company.

7. SUPERVISOR REQUESTS

Supervisor Kunke asked for staff to contact him over his e-mail not working.

8. AUDIENCE QUESTIONS, COMMENTS AND DISCUSSION FORUM

9. ADJOURNMENT

MOTION TO: Adjourn.
MADE BY: Supervisor O'Connor
SECONDED BY: Supervisor Ward
DISCUSSION: None further
RESULT: Called to Vote: motion PASSED
3/0 - 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 Summary of Operations and Maintenance Invoices

Vendor	Invoice/Account Number	Amount	Vendor Total	Monthly Budget	Comments/Description
Monthly Contract					
Aquatic Systems	352845	\$ 1,170.00			Lake & Wetland Services - October
Landscape Maintenance Professionals	112830	15,655.57			Ground Maintenance - September
Landscape Maintenance Professionals	113614	15,755.57	\$ 31,411.14		Ground Maintenance - October
Meritus Districts	7572	7,758.64		\$ 7,947.25	Management Services - October
Monthly Contract Sub-Total		\$ 40,339.78			
Variable Contract					
Burr & Forman	93329	\$ 270.15			Professional Services - thru 08/31/16
Cardno	206270	1,385.00			Professional Services - thru 08/26/16
Stantec	1103357	867.50			Professional Services - thru 09/16/16 - General Consulting
Variable Contract Sub-Total		\$ 2,522.65			
Utilities					
Utilities Sub-Total		\$ 0.00			
Regular Services					
Supervisor: Earl Kunke	EK092816	\$ 200.00			Supervisor Fee - 09/28/16
Supervisor: Jo Ann Ward	JW092816	200.00			Supervisor Fee - 09/28/16
Supervisor: Tanya O'Connor	TO092816	200.00	\$ 600.00		Supervisor Fee - 09/28/16
Regular Services Sub-Total		\$ 600.00			
Additional Services					
Illuminations Holiday Lighting	PC0916	\$ 3,000.00			Install Lighted Wreaths on Monuments
Kaeser & Blair	003046619	98.88			250 Laser Checks - 07/01/16

Parkway Center Community Development District Summary of Operations and Maintenance Invoices

Vendor	Invoice/Account Number	Amount	Vendor Total	Monthly Budget	Comments/Description
Kaeser & Blair	3046619 091316	1.55	\$ 100.43		Laser Checks Finance Charge - 07/01/16
Landscape Maintenance Professionals	112838	300.00			Cutback Wax Myrtle Tree - 08/30/16
Landscape Maintenance Professionals	113110	389.60			Irrigation Inspection Repairs - 09/21/16
Landscape Maintenance Professionals	113139	248.10			Irrigation Repair - 09/22/16
Landscape Maintenance Professionals	113750	319.99			Irrigation Inspection Repairs - 09/29/16
Landscape Maintenance Professionals	113916	80.00			Irrigation Repair - 10/06/16
Landscape Maintenance Professionals	113917	199.26	\$ 1,536.95		Irrigation Inspection Repairs - 10/06/16
Nichols Landscape	MCP16-3.03	3,816.91			Landscape Construction Services - 09/07/16
Nichols Landscape	MPC15-2.19	525.85	\$ 4,342.76		Miscellaneous Tasks - 09/07/16
Site Masters of Florida	090916-1	2,700.00			Clear Vegetation - 09/09/16
Spearem Enterprises	2295	2,295.00			Install Fence - 10/04/16
Spearem Enterprises	2265	4,984.00			Pressure Wash, Caulk & Paint Privacy Wall - 09/22/16
Spearem Enterprises	2269	220.00	\$ 5,204.00		Repaired 6 Potholes - 09/28/16
Additional Services Sub-Total		\$ 19,179.14			
TOTAL:		\$ 62,641.57			

Approved (with any necessary revisions noted):

Parkway Center Community Development District Summary of Operations and Maintenance Invoices

Vendor	Invoice/Account Number	Amount	Vendor Total	Monthly Budget	Comments/Description
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Signature

Printed Name

Title (check one):

☐ Chairman ☐ Vice Chairman ☐ Assistant Secretary



Aquatic Systems, Inc.

LAKE & WETLAND MANAGEMENT SERVICES

2100 NW 33rd Street Pompano Beach, FL 33069

1-800-432-4302 - Fax (954) 977-7877

Invoice

INVOICE DATE: 10/1/2016

INVOICE NUMBER: 0000352845

CUSTOMER NUMBER: 0045990

PO NUMBER:

PAYMENT TERMS: Net 30

Parkway Center CDD
C/O Meritus Corp
2005 Pan AM Circle #120
Tampa, FL 33607

QTY ORD	ITEM DESCRIPTION	U/M	UNIT PRICE	EXT PRICE
1	Monthly Lake and Wetland Services - October		1,170.00	1,170.00

Handwritten signature/initials

SALES TAX: (0.0%) \$0.00

LESS PAYMENT: \$0.00

TOTAL DUE: **\$1,170.00**

A 1.5% FINANCE CHARGE IS ADDED TO BALANCES 31 OR MORE DAYS PAST DUE

PLEASE RETURN THIS PORTION WITH PAYMENT.
MAKE CHECKS PAYABLE TO: **Aquatic Systems, Inc.**

☐ Address Changes (Note on Back of this Slip)
Please include contact name and phone number

DATE: 10/1/2016

INVOICE NUMBER: 0000352845

CUSTOMER NUMBER: 0045990

TOTAL AMOUNT DUE: \$1,170.00

Aquatic Systems, Inc.
2100 NW 33rd Street
Pompano Beach, FL 33069

AMOUNT PAID:

THANK YOU FOR YOUR BUSINESS!



PO Box 267
Seffner, FL 33583

813-757-6500
813-757-6501

Invoice

Date	Invoice #
8/30/2016	112830

Bill To:
Parkway Center CDD c/o Meritus 2005 Pan Am Cir. Suite 120 Tampa, FL 33607

Property Information
Faulkenburg Rd & Progress Blvd Riverview, FL

Services for the month of September 2016

53900 4604

Description	Qty	Rate	Amount
MONTHLY GROUND MAINTENANCE	1	11,995.50	11,995.50
Addendum #2	1	4,000.00	4,000.00
1.5% Discount as per Early Payment Terms Agreement (to be paid within 10 days from the date of invoice)	1	-239.93	-239.93
		Total	\$15,755.57
		Payments/Credits	-\$100.00
		Balance Due	\$15,655.57
		Terms	Due Date
		Net 30	9/29/2016

Thank you for allowing us to serve your needs. We greatly appreciate your business.

Approved 10/17/2016 by dthomas

Landscape Maintenance Professionals, Inc.

PO Box 267
Seffner, FL 33583

813-757-6500
813-757-6501

Invoice

Date	Invoice #
10/1/2016	113614

Bill To:
Parkway Center CDD c/o Meritus 2005 Pan Am Cir. Suite 120 Tampa, FL 33607

Property Information
Faulkenburg Rd & Progress Blvd Riverview, FL

Services for the month of October 2016

53900 4604

Description	Qty	Rate	Amount
MONTHLY GROUND MAINTENANCE	1	11,995.50	11,995.50
Addendum #2	1	4,000.00	4,000.00
1.5% Discount as per Early Payment Terms Agreement (to be paid within 10 days from the date of invoice)	1	-239.93	-239.93
		Total	\$15,755.57
		Payments/Credits	\$0.00
		Balance Due	\$15,755.57

*Thank you for allowing us to serve your
needs. We greatly appreciate your business.*

Terms

Due Date

Net 30

10/31/2016

Approved 10/17/2016 by dthomas

Meritus Districts

2005 Pan Am Circle
Suite 120
Tampa, FL 33607



INVOICE

Invoice Number: 7572
Invoice Date: Oct 1, 2016
Page: 1

Voice: 813-397-5121
Fax: 813-873-7070

Bill To:

Parkway Center CDD
2005 Pan Am Circle
Ste 120
Tampa, FL 33607





Ship to:

Customer ID	Customer PO	Payment Terms	
Parkway Center CDD		Net Due	
Sales Rep ID	Shipping Method	Ship Date	Due Date
	Best Way		10/1/16

Quantity	Item	Description	Unit Price	Amount
	DMS	District Management Services - October		2,403.33
	FMS	Field Management		2,308.93
	RS	Recording Secretary		461.92
	TS	Technology Services		200.00
	FS	Financial Services		2,223.08
	IR	Investment Reporting Services		183.33
	TS	Technology Services - credit for bill paid directly by district		-49.00
	Postage	Postage - August		18.65
1.00	Copies - B/W	Copies: B/W - August	0.15	0.15
1.00	Copies - Color	Copies: Color - August	0.50	0.50
	EXP	Express Delivery Service - 8-30-16		7.75
Subtotal				7,758.64
Sales Tax				
Total Invoice Amount				7,758.64
Payment/Credit Applied				
TOTAL				7,758.64

Check/Credit Memo No:

Approved 10/17/2016 by dthomas

ANNA LYALINA 8133975120 MERITUS CORPORATION 2005 PAN AM CIRCLE TAMPA, FL 33607	0.5 LBS LTR	1 OF 1
SHIP TO: LOCKBOX SERVICES 12-2657 8138737300 US BANK, NA - CDD 1200 ENERGY PARK DRIVE EP-MN-01LB SAINT PAUL, MN 55108		
	MN 554 9-02 	
UPS 2ND DAY AIR TRACKING #: 1Z A7E 454 02 9860 1592 2		
		
BILLING: P/P		
Reference No. 1: Bullfrog, WE, PWC NCL 16.07.33 NV4578 0A 07/2016  TM		

7.75



Post Office Box 830719
Birmingham, Alabama 35283-0719
Office: (205) 251-3000
Fax: (205) 458-5100
BURR.COM

PARKWAY CENTER CDD
5680 W. CYPRESS STREET, STE 5680A
TAMPA, FL 33607

21 Sep 2016
Invoice # 933299
Bill Atty: SIS
As of 08/31/16

EMPLOYER I.D. #63-0322727

1202882 PARKWAY CENTER CDD
0002817 Parkway General File

BILL SUMMARY THROUGH AUGUST 31, 2016

Professional Services	\$270.00
Disbursements	0.15

TOTAL DUE THIS BILL

\$270.15

3107
n

Approved 10/17/2016 by dthomas

REMITTANCE COPY

PLEASE INCLUDE THIS PAGE WITH YOUR PAYMENT

BURR & FORMAN LLP

1202882 PARKWAY CENTER CDD
0002817 Parkway General File

21 Sep 2016
Invoice # 933299
Page 2

PARKWAY CENTER CDD
5680 W. CYPRESS STREET, STE 5680A
TAMPA, FL 33607

21 Sep 2016
Invoice # 933299
Bill Atty: SIS
As of 08/31/16

EMPLOYER I.D. #63-0322727

1202882 PARKWAY CENTER CDD
0002817 Parkway General File

Date	Description	Atty	Hours	Rate	Value
08/02/16	Review email from Brian regarding signs and trespass; call to Taylor Morrison contact.	SIS	0.20	300.00	\$60.00
08/08/16	Call to Taylor Morrison representative regarding signs; email from Madison regarding no trespassing and no fishing.	SIS	0.30	300.00	\$90.00
08/24/16	Emails with Brian Howell regarding no fishing and signage.	SIS	0.20	300.00	\$60.00
08/26/16	Call from Taylor Morrison's sign company to respond to call to Taylor regarding locations of signs; direct them to Brian Howell.	SIS	0.20	300.00	\$60.00
Total Services					\$270.00

Date	Disbursements	Value
	Long Distance	0.15

BURR & FORMAN LLP

1202882 PARKWAY CENTER CDD
0002817 Parkway General File

21 Sep 2016
Invoice # 933299
Page 3

<u>Date</u>	<u>Disbursements</u>	<u>Value</u>
	Total Disbursements	\$0.15
	Total Services and Disbursements	<u>\$270.15</u>
	TOTAL NOW DUE	<u>\$270.15</u>

SUMMARY OF SERVICES

<u>Name</u>	<u>Rate</u>	<u>Hours</u>	<u>Amount</u>
Scott Steady	\$300.00	<u>0.90</u>	<u>\$270.00</u>
TOTALS		0.90	\$270.00



Check Remittance:
Cardno, Inc.
P.O. Box 123422
Dallas, TX 75312-3422

INVOICE

EFT Remittance:
Account Name: Cardno, Inc.
Bank Name: HSBC Bank USA, NA
ABA Number: 123006389
Account Number: 447006894
Email Notification: CBS.EFT@cardno.com
Taxpayer ID No. 45-2663666

Corporate Headquarters: 10004 Park Meadows Drive Suite 300, Lone Tree, CO 80124

Phone: 720 257 5800 Fax: 720 257 5801

www.cardno.com

Please include an invoice copy with payment or reference the invoice number on your remittance.

Parkway Center CDD
Brian Howell
5680 W. Crypress Street
Suite A
Tampa FL 33607

Invoice # : 206270
Project Manager : Boser, Patrick G.
Project : E215017301
Invoice Date : September 12, 2016
Terms : 30 Days
Invoice Group : **

Project Name : Parkway Center/Oak Creek Preservation Areas

August 2016 Services

Email ONLY- brian.howell@merituscorp.com
For Professional Services Rendered through: 8/26/2016

5216 Preservation Area Weed Control

1,385.00

Amount Due This Invoice

1,385.00

51300 3103

Approved 10/17/2016 by dthomas



INVOICE

Page 1 of 1

Invoice Number	1103357
Invoice Date	September 26, 2016
Purchase Order	215600346
Customer Number	83368
Project Number	215600346

Bill To

Parkway Center CDD
Brian Howell
c/o Meritus Districts
2005 Pan Am Circle Drive Suite 120
Tampa FL 33607
United States

Please Remit To

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

51400 3107

Project Parkway Center Community Dev District

Project Manager

Stewart, Tonja L

For Period Ending

September 16, 2016

Current Invoice Total (USD)

867.50

SWFWMD inspection; solicit proposal for drainage maintenance; discuss flood plain mitigation swap with Taylor Morrison and District Council

Top Task 216 2016 Fiscal Year General Consulting

Professional Services

Category/Employee	Current Hours	Rate	Current Amount
Law, Robin J	0.50	69.00	34.50
Stewart, Tonja L	4.00	145.00	580.00
Subtotal Professional Services	4.50		614.50

Subconsultants

Hodge Inspection Services, LLC	253.00
Subtotal Subconsultants	253.00

Top Task Subtotal 2016 Fiscal Year General Consulting 867.50

Total Fees & Disbursements

867.50

INVOICE TOTAL (USD)**867.50****Due on Receipt**

Please contact Brenna Kaiser if you have any questions concerning this invoice.

Phone: (813) 223-9500 E-mail: brenna.kaiser@Stantec.com

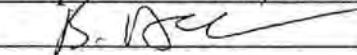
**** PLEASE INCLUDE INVOICE # WITH PAYMENT ****

Thank you.

Approved 10/17/2016 by dthomas

PARKWAY CENTER CDD

MEETING DATE: September 28, 2016

DMS Staff Signature 

1101

SUPERVISORS	CHECK IF IN ATTENDANCE	STATUS	PAYMENT AMOUNT
Jo Ann Ward	<input checked="" type="checkbox"/>	Accept	\$200
Earl Kunke	<input checked="" type="checkbox"/>	Accept	\$200
Tanya O'Connor	<input checked="" type="checkbox"/>	Accept	\$200
Vacant	<input type="checkbox"/>	Accept	\$200
Vacant	<input type="checkbox"/>	Accept	\$200



Approved 10/17/2016 by dthomas

Illuminations Holiday Lighting

Invoice PC0916

8606 Herons Cove Pl
Tampa, FL 33647
Tim Gay

(813) 334-4827

TO:

Parkway Center CDD
5680 W Cypress St, Suite A
Tampa, FL 33607
attn: Brian Howell

(813) 397-5120 x324

54100 4910

JOB DESCRIPTION			
Parkway Center CDD Holiday Lighting and Decoration at the following entrance signs:			
North Entrance	Amberly	Summer Wood	Pine Ridge
Belmont	Hamlet	South Entrance	Plus one new additional sign
N and S Sanctuary	Harvest Glenn	Baywood	

ITEMIZED ESTIMATE: TIME AND MATERIALS		AMOUNT
Entrance Monuments		\$6,000.00
Install lighted wreaths with bows on entry monument columns		
Install clear C9s across top of entrance signs		
Maintenance throughout holiday season		
Requires 50% Deposit		\$3,000.00
AMOUNT DUE		\$3,000.00

Price includes rental of materials, labor, installation and service.

Removal Fee of 10% billed separately in January of 2017 waived

Please note: Loss of material due to theft or vandalism is reimbursable at cost

Work listed on exterior above is dependant on adequate power

MAKE CHECK PAYABLE TO: ILLUMINATIONS HOLIDAY LIGHTING

Tim Gay
PREPARED BY

9/2/2016
DATE

CONFIDENTIAL - This message is sent on behalf of Illuminations Holiday Lighting and is intended for authorized personnel and Board Members of Parkway Center CDD only. As the intended recipient you are notified that disclosing, copying, distributing or taking any action in reliance on the contents of this information is strictly prohibited.

Approved 10/17/2016 by dthomas



PAGE 1

4236 Grissom Drive
Batavia, Ohio 45103
(800) 607-8824
FAX (513) 735-1157

STATEMENT

CUSTOMER NO: 003046619
DATE: 8/23/2016

Promotional Advertising • Calendars • Wearables • Business Gifts

To:

PARKWAY CENTER CDD
2005 PAN AM CIRCLE, SUITE
ATTN: WALTER X. MORALES
TAMPA FL 33607

Authorized Dealer:

MG Promotional Products
PHONE: 8139499000
DEALER #: 88178

INVOICE #	SHIP DATE	DESCRIPTION	AMOUNT	BALANCE DUE	DAYS OLD	BUYER	CUSTOMER PO
60629335	7/01/16	1 250-LASER CHECKS, MARBL	98.35	98.35	41	WALTER MORALES	545. PARKWAY CHE
		FINANCE CHARGE		.53			
		TOTAL DUE		98.88			

BANK FEE
16.00

PAYMENT REMINDER

Our Records indicate that we have not received payment of the invoice(s) listed above. For your convenience, payment can also be made by calling our credit department at 1-800-607-8824. We accept all major credit cards, or Kaeser and Blair can debit your checking account at no additional charge to you.

If payment has already been made, please disregard this notice.

4236 Grissom Drive
Batavia, Ohio 45103
(800) 607-8824

REMITTANCE

CUSTOMER NO: 003046619
DATE: 8/23/2016Customer PARKWAY CENTER CDD
2005 PAN AM CIRCLE, SUITE
ATTN: WALTER X. MORALES
TAMPA FL 33607

Please list invoice(s) paid

To Pay By Credit Card
☐ VISA ☐ M/C ☐ DISCOVER ☐ AMEX

Amount Paid



Exp. Date ____/____/____

SIGNATURE

Approved 10/17/2016 by dthomas



Promotional Advertising • Calendars • Wearables • Business Gifts

PAGE 1

4236 Grissom Drive
Batavia, Ohio 45103
(800) 607-8824
FAX (513) 735-1157

STATEMENT

CUSTOMER NO: 003046619
DATE: 9/13/2016

To:

PARKWAY CENTER CDD
2005 PAN AM CIRCLE, SUITE
ATTN: WALTER X. MORALES
TAMPA FL 33607

Authorized Dealer:

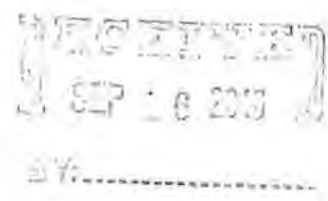
MG Promotional Products
PHONE: 8139499000
DEALER #: 88178

INVOICE #	SHIP DATE	DESCRIPTION	AMOUNT	BALANCE DUE	DAYS OLD	BUYER
60629335	7/01/16	1 250-LASER CHECKS, MARBL	98.35	98.35	62	WALTER MORALES 545.
		FINANCE CHARGE		1.55		
		TOTAL DUE		99.90	155	

- Pd 09/16/16

Approved 10/17/2016 by dthomas

5101
MA



YOUR ACCOUNT IS NOW PAST DUE

Please pay your account promptly to keep your account in good standing! Accounts that reach 90 days may lose their open account privileges. Should you have any questions regarding an invoice, or would like to make a payment on your account, please call our office at 1-800-607-8824. We accept all major credit cards, or payment can be made from your checking account at no additional charge to you.

If payment has already been made, please disregard this notice.



4236 Grissom Drive
Batavia, Ohio 45103
(800) 607-8824

REMITTANCE

CUSTOMER NO: 003046619
DATE: 9/13/2016

Customer PARKWAY CENTER CDD
2005 PAN AM CIRCLE, SUITE
ATTN: WALTER X. MORALES
TAMPA FL 33607

Please list invoice(s) paid

To Pay By Credit Card
☐ VISA ☐ M/C ☐ DISCOVER ☐ AMEX

Amount Paid



Exp. Date

SIGNATURE



PO Box 267
Seffner, FL 33583

813-757-6500
813-757-6501

Invoice

Date	Invoice #
8/30/2016	112838

Bill To

Parkway Center CDD
c/o Meritus
2005 Pan Am Cir.
Suite 120
Tampa, FL 33607

P.O. No.

53900 4005

Terms:

Net 30

Description	Qty	Rate	Amount
Cutback another section of wax Myrtle tree that broke off from the storm it's located behind 9020 Breeze Pine. Debris and disposal included.		300.00	300.00
		121	
Total			\$300.00
Payments/Credits			\$0.00
Balance Due			\$300.00

Approved 10/17/2016 by dthomas



PO Box 267
Seffner, FL 33583

813-757-6500
813-757-6501

Invoice

Date	Invoice #
9/21/2016	113110

Bill To:
Parkway Center CDD c/o Meritus 2005 Pan Am Cir. Suite 120 Tampa, FL 33607

Property Information
Faulkenburg Rd & Progress Blvd Riverview, FL

Estimate #

Work Order #

PO / PA #

53900 4612

Description	Qty	Rate	Amount
Irrigation inspection repairs completed on 8-24-2016			
Irrigation parts	1	149.60	149.60
Labor: 2 men @ \$ 80.00 per hour	3	80.00	240.00
		Total	\$389.60
<i>Thank you for allowing us to serve your needs. We greatly appreciate your business.</i>		Terms	Due Date
		Net 30	10/21/2016
		Payments/Credits	\$0.00
		Balance Due	\$389.60

Approved 10/17/2016 by dthomas



Invoice

PO Box 267
Seffner, FL 33583

813-757-6500
813-757-6501

Date	Invoice #
9/22/2016	113139

Bill To:
Parkway Center CDD c/o Meritus 2005 Pan Am Cir. Suite 120 Tampa, FL 33607

Property Information
Faulkenburg Rd & Progress Blvd Riverview, FL

Estimate #

Work Order #

PO / PA #

4012
53900 ~~4120~~

Description	Qty	Rate	Amount
Irrigation repair completed on 8-24-2016			
Irrigation parts	1	188.10	188.10
Labor: 2 men @ \$ 80.00 per hour	0.75	80.00	60.00
Replace faulty irrigation controller.			
Dead end on Falkenburg.			
Total			\$248.10
<i>Thank you for allowing us to serve your needs. We greatly appreciate your business.</i>	Terms	Due Date	Payments/Credits
	Net 30	10/22/2016	Balance Due \$248.10

Approved 10/17/2016 by dthomas



Invoice

PO Box 267
Seffner, FL 33583

813-757-6500
813-757-6501

Date	Invoice #
9/29/2016	113750

Bill To:
Parkway Center CDD c/o Meritus 2005 Pan Am Cir. Suite 120 Tampa, FL 33607

Property Information
Faulkenburg Rd & Progress Blvd Riverview, FL

Estimate #

Work Order #

PO / PA #

53900 4612

Description	Qty	Rate	Amount
Irrigation inspection repairs completed on 9-26-2016			
Controller # 1			
Irrigation parts	1	82.48	82.48
Labor: 2 men @ \$ 80.00 per hour	2	80.00	160.00
Controller # 7			
Irrigation parts	1	37.51	37.51
Labor: 2 men @ \$ 80.00 per hour	0.5	80.00	40.00
		Total	\$319.99
<i>Thank you for allowing us to serve your needs. We greatly appreciate your business.</i>		Terms	Due Date
		Net 30	10/29/2016
		Payments/Credits	\$0.00
		Balance Due	\$319.99

Approved 10/17/2016 by dthomas



PO Box 267
Seffner, FL 33583

813-757-6500
813-757-6501

Invoice

Date	Invoice #
10/6/2016	113916

Bill To:
Parkway Center CDD c/o Meritus 2005 Pan Am Cir. Suite 120 Tampa, FL 33607

Property Information
Faulkenburg Rd & Progress Blvd Riverview, FL

Estimate #

Work Order #

PO / PA #

Description	Qty	Rate	Amount
Irrigation repair completed on 10-5-2016 Labor: 1 men @ \$ 80.00 per hour	1	80.00	80.00
Troubleshoot zone not working from controller. Replaced faulty solenoid under warranty.			
Controller # 7 - zone # 99		Total	\$80.00
<i>Thank you for allowing us to serve your needs. We greatly appreciate your business.</i>	Terms	Due Date	Payments/Credits
	Net 30	11/5/2016	Balance Due
			\$0.00
			\$80.00

Approved 10/17/2016 by dthomas



PO Box 267
Seffner, FL 33583

813-757-6500
813-757-6501

Invoice

Date	Invoice #
10/6/2016	113917

Bill To:
Parkway Center CDD c/o Meritus 2005 Pan Am Cir, Suite 120 Tampa, FL 33607

Property Information
Faulkenburg Rd & Progress Blvd Riverview, FL

Estimate #

Work Order #

PO / PA #

Description	Qty	Rate	Amount
Irrigation inspection repairs completed on 10-5-2016			
Irrigation parts	1	79.26	79.26
LaborL 2 men @ \$ 80.00 per hour	1.5	80.00	120.00
Controller # 9 - Oak Creek and new berm			
Total			\$199.26
<i>Thank you for allowing us to serve your needs. We greatly appreciate your business.</i>	Terms	Due Date	Payments/Credits
	Net 30	11/5/2016	Balance Due
			\$0.00
			\$199.26

Approved 10/17/2016 by dthomas



NICHOLS LANDSCAPE ARCHITECTURE INC.

P.O. Box 155
Lutz, FL 33548

813.948.8812 o.
www.nichols-la.com

813.298.8880 c.
celia@nichols-la.com

877.246.3714 f.
LC26C00399

Invoice

Invoice No.

MCP16-3.03

Due Date

9/22/2016

Bill To

Parkway Center CDD
c/o Meritus Associations, Inc.
Attn. Mr. Brian Howell
2005 Pan Am Circle, Ste. 120
Tampa, FL 33607

Sent via Email on September 7, 2016

PARKWAY CDD
Landscape Construction Services

53900 4908

DATE OF SERVICE	TASK DESCRIPTION	QTY.	BILL RATE	TOTAL DUE
8/1/2016	Principal Landscape Architect ROW Use Permitting.	1	151.00	151.00
8/3/2016	Principal Landscape Architect Review shop drawing for Irrigation for Falkenberg and send email out to Josh.	1.25	151.00	188.75
8/4/2016	Principal Landscape Architect Emails to County.	0.25	151.00	37.75
8/10/2016	Principal Landscape Architect Email Rick Cabrera about ROW Use permit.	0.25	151.00	37.75
8/11/2016	Principal Landscape Architect Emails and calls w/staff.	0.5	151.00	75.50
8/12/2016	Principal Landscape Architect Emails and calls w/staff.	0.5	151.00	75.50
8/17/2016	Principal Landscape Architect coord. with Tonja on CDD Ownership Map and Maintenance Agreement.	0.25	151.00	37.75
8/18/2016	Principal Landscape Architect Call with Elibette at County. Emails with Bill Hand on Maintenance Agreement, etc. Prep transmittal for plan submittal to County. Revise both entries to add dimensions and notes per call for ROW Use Permit.	5	151.00	755.00
8/19/2016	Principal Landscape Architect Finalize plans and plot. Travel to County to make submittal.	6	151.00	906.00
8/22/2016	Principal Landscape Architect Reply to Josh's email on Irrigation review and comments.	0.5	151.00	75.50
8/23/2016	Principal Landscape Architect Email Josh. Email to Rodger, request status.	0.5	151.00	75.50
8/23/2016	Principal Landscape Architect Prepare and send out PDF to Tonja for Maintenance Agreement prep. Call with Ms. Gomez about plans; scan maintenance agreement signed and email. Review email on Castle Creek issues. Email Rodger.	0.5	151.00	75.50
8/24/2016	Principal Landscape Architect Go by LMP for soil sample. Reply to Josh's email on cross section needed for County. Begin review Irrigation Shop Plan submittal-Falkenberg entry and new Riverview entry.	3.25	151.00	490.75

We Appreciate Your Business!

Total Due:

3,816.91

2016

Approved 10/17/2016 by dthomas



NICHOLS

LANDSCAPE ARCHITECTURE INC.

P.O. Box 155
Lutz, FL 33548

813.948.8810 o.
www.nichols-la.com

813.298.8880 c.
celia@nichols-la.com

877.246.3714 f.
LC26C00399

Invoice

Invoice No.

MPC15-2.19

Due Date

9/22/2016

Bill To

Parkway Center CDD
c/o Meritus Associations, Inc.
Attn. Mr. Brian Howell
2005 Pan Am Circle, Ste. 120
Tampa, FL 33607

Sent via Email on September 7, 2016

53900 4908

**PARKWAY CDD
Miscellaneous Tasks**

DATE OF SERVICE	TASK DESCRIPTION	QTY.	BILL RATE	TOTAL DUE
8/24/2016	Principal Landscape Architect Prep & Attend CDD Board Meeting.	3.25	151.00	490.75
8/24/2016	Mileage Travel and attend August CDD Board Meeting. Go over status of construction, ROW Use Permit, Maintenance Agreement status, and approvals of trees and plants.	65	0.54	35.10

We Appreciate Your Business!

Total Due:

\$525.85

2016

Approved 10/17/2016 by dthomas

Site Masters of Florida, LLC
5551 Bloomfield Blvd.
Lakeland, FL 33810
(813)917-9567

INVOICE
#090916-1

To: Parkway Center CDD
5680 W. Cypress St., Suite A
Tampa, FL 33607

Date: September 9, 2016

Clear vegetation and re-excavate discharge swale
at 2 control structures.

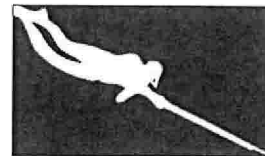
TOTAL DUE \$2700

4616
150

Approved 10/17/2016 by dthomas

Spearem Enterprises, LLC

8348 Little Rd. Ste. 201
New Port Richey 34654
(727) 237-2316
spearem.jmb@gmail.com



INVOICE

BILL TO

Parkway CDD
Meritus
2005 Pan Am Circle, Suite 120
Tampa , FL 33607

INVOICE # 2295**DATE** 10/04/2016**DUE DATE** 11/03/2016**TERMS** Net 30

ACTIVITY	QTY	RATE	AMOUNT
Labor Install 300 ft. of field fence and One access gate along Eagle Palm Rd.-In area designated by TECO/Resource Managment of Hillsborough County, blocking public access to power line access road.	1	1,280.00	1,280.00
Material 12'x7' steel tube gate	1	250.00	250.00
Material Fencing	1	275.00	275.00
Material 40-Steel Line Poles	1	200.00	200.00
Material 8- 6x6, 8ft corner and gate poles	1	200.00	200.00
Material Concrete	1	40.00	40.00
Material Fastners	1	50.00	50.00

4/6/18
M

Approved 10/17/2016 by dthomas

ACTIVITY	QTY	RATE	AMOUNT
<p>Any existing conditions that are not reasonably discoverable prior to the job start date, which in anyway interferes with the safe and satisfactory completion of this job, will be corrected by an additional work order and estimate for approval prior to resuming job. No additional work will be added to this job without signed proposal for additional work requested. In the event that additional work is requested and approved, job will be scheduled within 30 days of receiving signed proposal.</p> <p>Spearem Enterprises, LLC is not responsible for any delays in performance of service that are due in full or in part to circumstances beyond our control. Spearem Enterprises, LLC is not responsible for damage, personal or property damage by others at the job site.</p> <p>whether actual or consequential, or any claim arising out of or relating to "acts of God",.</p> <p>PAYMENT IS DUE UPON COMPLETION</p>			

It is anticipated that permits will not be required for the above work, and if required, the associated costs will be added to the price stated below. Any existing conditions that are not reasonably discoverable prior to the job start date, which in anyway interferes with the safe and satisfactory completion of this job, will be corrected by an additional work order and estimate for approval prior to resuming job. Spearem Enterprises, LLC is not responsible for any delays in performance of service that are due in full or in part to circumstances beyond our control. Spearem Enterprises, LLC is not responsible for damage, personal or property damage by others at the job site.

Whether actual or consequential, or any claim arising out of or relating to "Acts of God".

Job will Commence within 30 days of receiving signed, approved proposal-weather permitting.

BALANCE DUE

\$2,295.00

Spearem Enterprises, LLC
8348 Little Rd. Ste. 201
New Port Richey 34654
(727) 237-2316
spearem.jmb@gmail.com



INVOICE

BILL TO

Parkway CDD
Meritus
2005 Pan Am Circle, Suite 120
Tampa , FL 33607

INVOICE # 2265

DATE 09/22/2016

DUE DATE 09/30/2016

TERMS Due on receipt

ACTIVITY	QTY	RATE	AMOUNT
Labor Pressure Wash, Caulk, Seal & Paint 1 section of privacy wall along Sandy Plains Drive/Individual Residential side of wall. Approximately 5,600 square feet @ 0.89 per square ft. Materials Included.	1	4,984.00	4,984.00

BALANCE DUE

\$4,984.00

91 9128

Approved 10/17/2016 by dthomas

Spearem Enterprises, LLC
8348 Little Rd. Ste. 201
New Port Richey 34654
(727) 237-2316
spearem.jmb@gmail.com



INVOICE

BILL TO

Parkway CDD
Meritus
2005 Pan Am Circle, Suite 120
Tampa , FL 33607

INVOICE # 2269**DATE** 09/28/2016**DUE DATE** 10/28/2016**TERMS** Net 30

ACTIVITY	QTY	RATE	AMOUNT
Labor Repaired a total of 6 potholes located on Still Creek Drive and Still River Drive.	1	160.00	160.00
Material Asphalt Material	1	60.00	60.00

BALANCE DUE**\$220.00**

4907
m

Approved 10/17/2016 by dthomas

Parkway Center Community Development District

Financial Statements
(Unaudited)

Period Ending
August 31, 2016



Meritus Districts
2005 Pan Am Circle ~ Suite 120 ~ Tampa, FL 33607-1775
Phone (813) 873-7300 ~ Fax (813) 873-7070

Parkway Center Community Development District

Combining Balance Sheet

As of 8/31/2016

(In Whole Numbers)

	General Fund	Debt Service Fund	Debt Service Fund - Series 2008	Capital Projects Fund - Series 2004	Capital Projects Fund - Series 2008	General Fixed Assets Account Group	General Long-Term Debt Account Group	TOTAL
Assets								
Cash- Operating Acct	516,852	0	0	0	0	0	0	516,852
Cash-Operating Account- Closed	0	0	0	0	0	0	0	0
Cash--Construction Account--Series 2000	0	0	0	0	0	0	0	0
Cash--Revenue Account--Series 2000A	0	0	0	0	0	0	0	0
Cash--Revenue Account--Series 2000--Suntrust	0	0	0	0	0	0	0	0
Cash on Hand	0	0	0	0	0	0	0	0
Assessments Receivable-Tax Roll/Manual Bills	0	0	0	0	0	0	0	0
Assessments Receivable - Tax Roll	0	0	0	0	0	0	0	0
Assessments Receivable - Off Roll	0	0	0	0	0	0	0	0
Accounts Receivable	0	0	0	0	0	0	0	0
Due From General Fund	0	7,201	2,481	0	0	0	0	9,682
Due From Debt Service Fund	0	0	0	0	0	0	0	0
Due From Capital Projects Fund	0	0	0	0	0	0	0	0
Due From Agency Fund	0	0	0	0	0	0	0	0
Due From Developer	0	0	0	0	0	0	0	0
Interest Receivable	0	0	0	0	0	0	0	0
Investments--Interest Account--Series 2000	0	0	0	0	0	0	0	0
Investments--Reserve Account--Series 2000A	0	0	0	0	0	0	0	0
Investments--Reserve Account--Series 2000B	0	0	0	0	0	0	0	0
Investments--Construction Account--Series 2000	0	0	0	0	0	0	0	0
Investments--Prepayment Acct--Series 2000A	0	0	0	0	0	0	0	0

Parkway Center Community Development District

Combining Balance Sheet

As of 8/31/2016

(In Whole Numbers)

	General Fund	Debt Service Fund	Debt Service Fund - Series 2008	Capital Projects Fund - Series 2004	Capital Projects Fund - Series 2008	General Fixed Assets Account Group	General Long-Term Debt Account Group	TOTAL
Investments--Prepayment Account--Series 2000B	0	0	0	0	0	0	0	0
Investments--Revenue Account--Series 2000A	0	0	0	0	0	0	0	0
Investments--Revenue Fund--Series 2000B	0	0	0	0	0	0	0	0
Investments--Interest Account--Series 2000B	0	0	0	0	0	0	0	0
State Board of Administration	0	0	0	0	0	0	0	0
Investments--Bond Account--Series 2004--Suntrust	0	0	0	0	0	0	0	0
Investments--Reserve Fund B--Series 2000-Suntrust	0	0	0	0	0	0	0	0
Investments--Revenue Acct--Series 2000--Suntrust	0	0	0	0	0	0	0	0
Investments - 2004 A Reserve	0	500,604	0	0	0	0	0	500,604
Investments - 2004 B Reserve	0	103,075	0	0	0	0	0	103,075
Invest - 2004B Cap Interest	0	0	0	0	0	0	0	0
Invest - 2004A cap int	0	0	0	0	0	0	0	0
Tender Fund 2004 Bonds	0	0	0	0	0	0	0	0
Invest - COI - Series 2004B	0	0	0	0	0	0	0	0
Investments 2004 A Interest	0	0	0	0	0	0	0	0
Investments - 2004 B Interest	0	11	0	0	0	0	0	11
Invest - Developer Reserve Fund	0	13,474	0	0	0	0	0	13,474
Investments--Revenue Account--Series 2004	0	45,153	0	0	0	0	0	45,153
Investment - Sinking Fund - Series 2000	0	0	0	0	0	0	0	0
Investment - Bond Fund - Series 2000	0	0	0	0	0	0	0	0
Investment - Sinking - 2004	0	0	0	0	0	0	0	0

Parkway Center Community Development District

Combining Balance Sheet

As of 8/31/2016

(In Whole Numbers)

	General Fund	Debt Service Fund	Debt Service Fund - Series 2008	Capital Projects Fund - Series 2004	Capital Projects Fund - Series 2008	General Fixed Assets Account Group	General Long-Term Debt Account Group	TOTAL
Investments--Prepayment Acct--Series 2004B	0	577,642	0	0	0	0	0	577,642
Investments-Prepayment Acct A - Series 2004	0	41,920	0	0	0	0	0	41,920
Investments-COI-Series 2004B	0	0	0	880	0	0	0	880
Revenue Acct 2000 Act-Net Inc (Dec) In Fair Value	0	0	0	0	0	0	0	0
Investments-Revenue Account-Series 2008	0	0	98,143	0	0	0	0	98,143
Investments-Interest Account-Series 2008	0	0	0	0	0	0	0	0
Investments-Reserve Account-Series 2008	0	0	17,293	0	0	0	0	17,293
Investments-Escrow Account-Series 2008	0	0	0	0	0	0	0	0
Inv - Redemption Series 2008	0	0	0	0	0	0	0	0
Investments-Const. Account-Series 2008	0	0	0	0	29,429	0	0	29,429
Investments-COI-Series 2008	0	0	0	0	0	0	0	0
Prepaid Items	0	0	0	0	0	0	0	0
Prepaid Trustee Fees	2,891	0	0	0	0	0	0	2,891
Prepaid General Liability Insurance	6,906	0	0	0	0	0	0	6,906
Prepaid Professional Liability	714	0	0	0	0	0	0	714
Deposits	9,035	0	0	0	0	0	0	9,035
Deposits-Water	0	0	0	0	0	0	0	0
Land	0	0	0	0	0	0	0	0
Improvements Other Than Buildings	0	0	0	0	0	2,653,526	0	2,653,526
Equipment & Furniture	0	0	0	0	0	0	0	0
Ancillary Costs	0	0	0	0	0	937,602	0	937,602

Parkway Center Community Development District

Combining Balance Sheet

As of 8/31/2016

(In Whole Numbers)

	General Fund	Debt Service Fund	Debt Service Fund - Series 2008	Capital Projects Fund - Series 2004	Capital Projects Fund - Series 2008	General Fixed Assets Account Group	General Long-Term Debt Account Group	TOTAL
Construction Work In Progress	0	0	0	0	0	50,482	0	50,482
Amount Available-Debt Service	0	0	0	0	0	0	1,220,692	1,220,692
Amount To Be Provided-Debt Service	0	0	0	0	0	0	11,394,308	11,394,308
Total Assets	<u>536,398</u>	<u>1,289,079</u>	<u>117,917</u>	<u>880</u>	<u>29,429</u>	<u>3,641,610</u>	<u>12,615,000</u>	<u>18,230,314</u>
Liabilities								
Accounts Payable	26,319	0	0	0	0	0	0	26,319
Accounts Payable Other	0	0	0	0	0	0	0	0
Unallocated Funds	0	0	0	0	0	0	0	0
Due To General Fund	0	0	0	0	0	0	0	0
Due To Debt Service Fund	9,682	0	0	0	0	0	0	9,682
Due To Capital Projects Fund	0	0	0	0	0	0	0	0
Deferred Revenue	0	0	0	0	0	0	0	0
Accrued Interest Payable	0	0	0	0	0	0	0	0
Accrued Expenses Payable	0	0	0	0	0	0	0	0
Deposit - Due Developer	0	0	0	0	0	0	0	0
Other Current Liabilities	0	0	0	0	0	0	0	0
Revenue Bonds Payable-Long-Term	0	0	0	0	0	0	0	0
Revenue Bonds 2004 A	0	0	0	0	0	0	5,370,000	5,370,000
Revenue Bonds 2004 B	0	0	0	0	0	0	5,455,000	5,455,000
Refunding Bonds - 2008	0	0	0	0	0	0	1,790,000	1,790,000
Total Liabilities	<u>36,001</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>12,615,000</u>	<u>12,651,001</u>
Fund Equity & Other Credits								
Fund Balance-All Other Reserves	0	1,712,357	110,026	880	53,126	0	0	1,876,390
Fund Balance-Unreserved	453,899	0	0	0	0	0	0	453,899
Investment In General Fixed Assets	0	0	0	0	0	3,641,610	0	3,641,610
Other	46,498	(423,278)	7,891	0	(23,698)	0	0	(392,586)

Parkway Center Community Development District

Combining Balance Sheet

As of 8/31/2016

(In Whole Numbers)

	General Fund	Debt Service Fund	Debt Service Fund - Series 2008	Capital Projects Fund - Series 2004	Capital Projects Fund - Series 2008	General Fixed Assets Account Group	General Long-Term Debt Account Group	TOTAL
Total Fund Equity & Other Credits	<u>500,397</u>	<u>1,289,079</u>	<u>117,917</u>	<u>880</u>	<u>29,429</u>	<u>3,641,610</u>	<u>0</u>	<u>5,579,313</u>
Total Liabilities & Fund Equity	<u>536,398</u>	<u>1,289,079</u>	<u>117,917</u>	<u>880</u>	<u>29,429</u>	<u>3,641,610</u>	<u>12,615,000</u>	<u>18,230,314</u>

Parkway Center Community Development District

Statement of Revenues and Expenditures

001 - General Fund

From 10/1/2015 Through 8/31/2016

(In Whole Numbers)

	Annual Budget	Current Period Actuals	Total Budget Variance	Budget % Remaining
Revenues				
Special Assessments - Service Charges				
Operations & Maintenance Assmts-Tax Roll	540,847	555,441	(14,594)	3 %
Interest Earnings				
Interest Earnings	50	65	(15)	29 %
Contributions & Donations From Private Sources				
Developer Contributions	0	600	(600)	0 %
Other Miscellaneous Revenues				
Undesignated Reserves	15,000	0	15,000	(100)%
Total Revenues	<u>555,897</u>	<u>556,105</u>	<u>(208)</u>	<u>0 %</u>
Expenditures				
Legislative				
Supervisor Fees	10,000	6,400	3,600	36 %
Financial & Administrative				
District Manager	28,840	26,388	2,452	9 %
Recording Secretary	5,543	5,081	462	8 %
District Engineer	6,000	4,704	1,296	22 %
Disclosure Report	1,000	1,000	0	0 %
Trustees Fees	7,500	11,554	(4,054)	(54)%
Auditing Services	7,600	5,000	2,600	34 %
Arbitrage Rebate Calculation	1,300	0	1,300	100 %
Financial Services	26,677	24,454	2,223	8 %
Postage, Phone, Faxes, Copies	600	913	(313)	(52)%
Digital Meeting Media	1,500	0	1,500	100 %
Public Officials Insurance	2,000	1,808	192	10 %
Field Manager	0	6,927	(6,927)	0 %
Legal Advertising	550	615	(65)	(12)%
Bank Fees	186	170	16	9 %
Dues, Licenses & Fees	200	175	25	13 %
Miscellaneous Fees	500	200	300	60 %
Investment Reporting Fees	2,000	2,017	(17)	(1)%
Office Supplies	200	0	200	100 %
Technology Services	4,000	3,015	985	25 %
Website Administration	2,500	196	2,304	92 %

Parkway Center Community Development District

Statement of Revenues and Expenditures

001 - General Fund

From 10/1/2015 Through 8/31/2016

(In Whole Numbers)

	Annual Budget	Current Period Actuals	Total Budget Variance	Budget % Remaining
Legal Counsel				
District Counsel	10,000	2,273	7,728	77 %
Electric Utility Services				
Electric Utility Services - Other	11,000	16,817	(5,817)	(53)%
Street Lighting	90,000	76,086	13,914	15 %
Other Physical Environment				
Property & Casualty Insurance	12,400	12,770	(370)	(3)%
Entry & Walls Maintenance	5,500	183	5,317	97 %
Landscape Maintenance - Contract	151,834	161,873	(10,039)	(7)%
Landscape Maintenance - Other	12,000	15,436	(3,436)	(29)%
Gate Maintenance	0	200	(200)	0 %
Field Manager	27,707	18,471	9,236	33 %
Irrigation Maintenance	5,000	18,098	(13,098)	(262)%
Plant Replacement Program	12,500	0	12,500	100 %
Waterway Management Program-Contract	14,040	12,870	1,170	8 %
Waterway Management Program - Other	5,000	1,034	3,966	79 %
Waterway Management Program - Erosion Control	5,000	0	5,000	100 %
Miscellaneous Maintenance	0	640	(640)	0 %
Irrigation Improvements	5,000	0	5,000	100 %
Waterway Mgt. Program-Aquatic Plantings	4,000	0	4,000	100 %
Capital Improvements	15,000	49,669	(34,669)	(231)%
Road & Street Facilities				
Street/Decorative Light Maintenance	5,000	1,090	3,910	78 %
Pavement & Signage Repairs	4,500	350	4,150	92 %
Holiday Lighting	5,000	2,625	2,375	48 %
Parks & Recreation				
Off Duty Deputy Services	0	6,895	(6,895)	0 %
Miscellaneous Maintenance	5,000	868	4,132	83 %
Security Patrol	21,000	10,744	10,256	49 %
Special Events	2,000	0	2,000	100 %
Reserves				
Capital Asset Reserves	18,720	0	18,720	100 %
Total Expenditures	555,897	509,607	46,290	8 %
Excess of Revenues Over(Under) Expenditures	0	46,498	(46,498)	0 %

Parkway Center Community Development District

Statement of Revenues and Expenditures

200 - Debt Service Fund

From 10/1/2015 Through 8/31/2016

(In Whole Numbers)

	Annual Budget	Current Period Actuals	Total Budget Variance	Budget % Remaining
Revenues				
Special Assessments - Capital Improvements				
Debt Service Assmts-Tax Roll	0	515,241	(515,241)	0 %
Debt Service Prepayments	0	1,407,933	(1,407,933)	0 %
Debt Service Assmts-Developer	0	178,108	(178,108)	0 %
Debt Service Assessment-Lot Closing	0	71,462	(71,462)	0 %
Interest Earnings				
Interest Earnings	0	76	(76)	0 %
Total Revenues	<u>0</u>	<u>2,172,820</u>	<u>(2,172,820)</u>	<u>0 %</u>
Expenditures				
Debt Service Payments				
Interest Payments	0	771,098	(771,098)	0 %
Principal Payments	0	1,825,000	(1,825,000)	0 %
Total Expenditures	<u>0</u>	<u>2,596,098</u>	<u>(2,596,098)</u>	<u>0 %</u>
Excess of Revenues Over(Under) Expenditures	<u>0</u>	<u>(423,278)</u>	<u>423,278</u>	<u>0 %</u>

Parkway Center Community Development District

Statement of Revenues and Expenditures

201 - Debt Service Fund - Series 2008

From 10/1/2015 Through 8/31/2016

(In Whole Numbers)

	Annual Budget	Current Period Actuals	Total Budget Variance	Budget % Remaining
Revenues				
Special Assessments - Capital Improvements				
Debt Service Assmts-Tax Roll	0	177,707	(177,707)	0 %
Interest Earnings				
Interest Earnings	0	5	(5)	0 %
Total Revenues	<u>0</u>	<u>177,712</u>	<u>(177,712)</u>	<u>0 %</u>
Expenditures				
Debt Service Payments				
Interest Payments	0	89,821	(89,821)	0 %
Principal Payments	0	80,000	(80,000)	0 %
Total Expenditures	<u>0</u>	<u>169,821</u>	<u>(169,821)</u>	<u>0 %</u>
Excess of Revenues Over(Under) Expenditures	<u>0</u>	<u>7,891</u>	<u>(7,891)</u>	<u>0 %</u>

Parkway Center Community Development District

Statement of Revenues and Expenditures

301 - Capital Projects Fund - Series 2008

From 10/1/2015 Through 8/31/2016

(In Whole Numbers)

	Annual Budget	Current Period Actuals	Total Budget Variance	Budget % Remaining
Revenues				
Interest Earnings				
Interest Earnings	0	2	(2)	0 %
Total Revenues	0	2	(2)	0 %
Expenditures				
Other Physical Environment				
Improvements Other Than Buildings	0	23,700	(23,700)	0 %
Total Expenditures	0	23,700	(23,700)	0 %
Excess of Revenues Over(Under) Expenditures	0	(23,698)	23,698	0 %

**Parkway Center Community Development District
Reconcile Cash Accounts**

Summary

Cash Account: 10100 Cash- Operating Acct

Reconciliation ID: 08/31/16

Reconciliation Date: 8/31/2016

Status: Locked

Bank Balance	527,079.25
Less Outstanding Checks/Vouchers	10,227.13
Plus Deposits in Transit	0.00
Plus or Minus Other Cash Items	0.00
Plus or Minus Suspense Items	<u>0.00</u>
Reconciled Bank Balance	516,852.12
Balance Per Books	<u>516,852.12</u>
Unreconciled Difference	<u><u>0.00</u></u>

Click the Next Page toolbar button to view details.

**Parkway Center Community Development District
Reconcile Cash Accounts**

Detail

Cash Account: 10100 Cash- Operating Acct

Reconciliation ID: 08/31/16

Reconciliation Date: 8/31/2016

Status: Locked

Outstanding Checks/Vouchers

<u>Document Number</u>	<u>Document Date</u>	<u>Document Description</u>	<u>Document Amount</u>	<u>Payee</u>
3929	8/17/2016	System Generated Check/Voucher	1,000.00	Prager Co. LLC
3932	8/25/2016	System Generated Check/Voucher	1,170.00	Aquatic Systems, Inc.
3936	8/25/2016	System Generated Check/Voucher	7,857.13	Meritus Districts
3937	8/25/2016	System Generated Check/Voucher	200.00	Tanya Partee O'Connor
Outstanding Checks/Vouchers			10,227.13	

Commercial Checking Acct Public Funds

Account number:
Image count: 24

■ August 1, 2016 - August 31, 2016 ■ Page 1 of 2



PARKWAY CENTER COMMUNITY
DEVELOPMENT DISTRICT
5680 W CYPRESS ST STE A
TAMPA FL 33607-1775

Questions?

Call your Customer Service Officer or Client Services

1-800-AT WELLS (1-800-289-3557)

5:00 AM TO 6:00 PM Pacific Time Monday - Friday

Online: wellsfargo.com

Write: Wells Fargo Bank, N.A. (182)

PO Box 63020

San Francisco, CA 94163

Account summary

Commercial Checking Acct Public Funds

Account number	Beginning balance	Total credits	Total debits	Ending balance
	\$586,824.75	\$600.00	-\$60,345.50	\$527,079.25

Credits

Deposits

Effective date	Posted date	Amount	Transaction detail
	08/10	600.00	Deposit
		\$600.00	Total deposits
		\$600.00	Total credits

Debits

Electronic debits/bank debits

Effective date	Posted date	Amount	Transaction detail
	08/11	1.62	Client Analysis Srvc Chrg 160810 Svc Chge 0716 002000027191958
		\$1.62	Total electronic debits/bank debits

Checks paid

Number	Amount	Date	Number	Amount	Date	Number	Amount	Date
3903	200.00	08/02	3917	4,336.94	08/02	3925*	7,826.14	08/11
3911*	1,170.00	08/03	3918	200.00	08/19	3926	7,114.72	08/15
3912	877.50	08/01	3919	841.23	08/10	3927	9,555.16	08/22
3913	470.20	08/09	3920	1,802.24	08/15	3928	1,053.28	08/22
3914	162.17	08/09	3921	141.75	08/11	3930*	609.43	08/22
3915	1,716.30	08/09	3922	80.40	08/10	3931	449.25	08/22
3916	4,976.20	08/09	3923	200.00	08/24	3933*	225.00	08/29

**Checks paid (continued)**

<i>Number</i>	<i>Amount</i>	<i>Date</i>	<i>Number</i>	<i>Amount</i>	<i>Date</i>	<i>Number</i>	<i>Amount</i>	<i>Date</i>
3934	100.00	08/30	3935	16,155.57	08/29	3938*	80.40	08/31
\$60,343.88			Total checks paid					

* Gap in check sequence.

\$60,345.50 **Total debits**
Daily ledger balance summary

<i>Date</i>	<i>Balance</i>	<i>Date</i>	<i>Balance</i>	<i>Date</i>	<i>Balance</i>
07/31	586,824.75	08/10	572,593.81	08/24	543,640.22
08/01	585,947.25	08/11	564,624.30	08/29	527,259.65
08/02	581,410.31	08/15	555,707.34	08/30	527,159.65
08/03	580,240.31	08/19	555,507.34	08/31	527,079.25
08/09	572,915.44	08/22	543,840.22		
Average daily ledger balance		\$559,017.33			



MERITUS

MONTHLY MAINTENANCE INSPECTION GRADESHEET

Site: Parkway Center

Date: Tuesday, October 18, 2016

	MAXIMUM VALUE	CURRENT VALUE	CURRENT DEDUCTION	REASON FOR DEDUCTION
AQUATICS				
DEBRIS	25	25	0	Good
INVASIVE MATERIAL (FLOATING)	20	19	-1	Minor algae observed
INVASIVE MATERIAL (SUBMERSED)	20	18	-2	Overall good
FOUNTAINS/AERATORS	20	18	-2	One aerator is rising - notified vendor
DESIRABLE PLANTS	15	14	-1	Overall good

AMENITIES

CLUBHOUSE INTERIOR	4	4	0	Not applicable
CLUBHOUSE EXTERIOR	3	3	0	Not applicable
POOL WATER	10	10	0	Not applicable
POOL TILES	10	10	0	Not applicable
POOL LIGHTS	5	5	0	Not applicable
POOL FURNITURE/EQUIPMENT	8	8	0	Not applicable
FIRST AID/SAFETY ITEMS	10	10	0	Not applicable
SIGNAGE (rules, pool, playground)	5	5	0	Not applicable
PLAYGROUND EQUIPMENT	5	5	0	Not applicable
RECREATIONAL FACILITIES	7	7	0	Not applicable
RESTROOMS	6	6	0	Not applicable
HARDSCAPE	10	10	0	Not applicable
ACCESS & MONITORING SYSTEM	3	3	0	Not applicable
IT/PHONE SYSTEM	3	3	0	Not applicable
TRASH RECEPTACLES	3	3	0	Good condition
FOUNTAINS	8	8	0	Not applicable

MONUMENTS AND SIGNS

CLEAR VISIBILITY (Landscaping)	25	25	0	Good condition
PAINTING	25	25	0	Good condition
CLEANLINESS	25	25	0	Good condition
GENERAL CONDITION	25	25	0	Good condition



MERITUS

MONTHLY MAINTENANCE INSPECTION GRADESHEET

Site: Parkway Center

Date: Tuesday, October 18, 2016

	MAXIMUM VALUE	CURRENT VALUE	CURRENT DEDUCTION	REASON FOR DEDUCTION
HIGH IMPACT LANDSCAPING				
ENTRANCE MONUMENT	40	38	-2	<u>Overall good - new work in progress</u>
RECREATIONAL AREAS	30	30	0	<u>Not applicable</u>
SUBDIVISION MONUMENTS	30	29	-1	<u>Good</u>
HARDSCAPE ELEMENTS				
WALLS/FENCING	15	12	-3	<u>Ok - obtaining proposal for additional pressure washing</u>
SIDEWALKS	30	30	0	<u>Overall good</u>
SPECIALTY MONUMENTS	15	15	0	<u>Good condition</u>
STREETS	25	25	0	<u>Overall Good</u>
PARKING LOTS	15	15	0	<u>Not applicable</u>
LIGHTING ELEMENTS				
STREET LIGHTING	33	33	0	<u>OK</u>
LANDSCAPE UP LIGHTING	22	22	0	<u>Overall Good</u>
MONUMENT LIGHTING	30	30	0	<u>Overall Good</u>
AMENITY CENTER LIGHTING	15	15	0	<u>Not applicable</u>
GATES				
ACCESS CONTROL PAD	25	25	0	<u>Not applicable</u>
OPERATING SYSTEM	25	25	0	<u>Not applicable</u>
GATE MOTORS	25	25	0	<u>Not applicable</u>
GATES	25	25	0	<u>Not applicable</u>
SCORE	700	688	-12	98%

Manager's Signature:

Nicole Chamberlain

10/18/2016

Supervisor's Signature:

MERITUS

MONTHLY LANDSCAPE MAINTENANCE INSPECTION GRADESHEET

Site: Parkway Center

Date: Tuesday, October 18, 2016

MAXIMUM VALUE	CURRENT VALUE	CURRENT DEDUCTION	REASON FOR DEDUCTION
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LANDSCAPE MAINTENANCE

TURF	5	5	0	<u>Good Condition</u>
TURF FERTILITY	10	10	0	<u>Good</u>
TURF EDGING	5	5	0	<u>Good</u>
WEED CONTROL - TURF AREAS	5	5	0	<u>No weeds observed</u>
TURF INSECT/DISEASE CONTROL	10	10	0	<u>Good</u>
PLANT FERTILITY	5	4	-1	<u>Overall Good</u>
WEED CONTROL - BED AREAS	5	5	0	<u>Good</u>
PLANT INSECT/DISEASE CONTROL	5	5	0	<u>None observed</u>
PRUNING	10	10	0	<u>Overall good</u>
CLEANLINESS	5	5	0	<u>Good condition</u>
MULCHING	5	5	0	<u>Good</u>
WATER/IRRIGATION MGMT	8	8	0	<u>Good</u>
CARRYOVERS	5	5	0	

SEASONAL COLOR/PERENNIAL MAINTENANCE

VIGOR/APPEARANCE	7	7	0	<u>Good - new work in progress</u>
INSECT/DISEASE CONTROL	7	7	0	<u>Good condition</u>
DEADHEADING/PRUNING	3	3	0	<u>Good condition</u>

SCORE

100	99	-1	99%
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Contractor Signature: _____

Manager's Signature: Nicole Chamberlain 10/18/2016

Supervisor's Signature: _____

Action Item Template

Date	October 1 2016
District	Parkway Center

#	Action Item Description	Responsible	Open Date	Date Due	Closed Date	Status	Comments
1	Notice to owner encroaching onto CDD land	BH	3/1/16	Oct meeting		open	Most of items have been removed and owner is working on removing the rest of their stuff.
2	Fish in Ponds	BH	3/1/16	Oct meeting		open	Carp will be put in this fall.
4	Landscape Enhancements	BH	6/1/16	Oct meeting		open	Celia will attend next meeting and anticipates most of the work to be completed by the meeting.
5	Painting of additional walls	BH	9/1/16	Oct meeting		done	Please see enclosed proposals.
6	Ponds	BH	10/1/16	Oct meeting		done	Please see report by Aquatics Systems.
7	Teco Fence	BH	10/1/16	Oct meeting		open	Had some vandalism will be repaired.
8	Trespassing Resolution	BH	9/1/16	Oct meeting		done	Counsel confirmed board members are authorized to call police
9	Trespassing Signs	BH	8/1/16	Oct meeting		open	They are on order-will update at meeting. Letter going out from counsel to owner fishing the ponds



Parkway Center CDD Waterway Inspection Report

Reason for Inspection: Routine Scheduled - Monthly

Inspection Date: 10/10/2016

Prepared for:

Mr. Brian Howell

Meritus Corporation

2005 Pan Am Circle Drive, Suite #120

Tampa, Florida 33607

Prepared by:

Amanda Miller, Account Representative

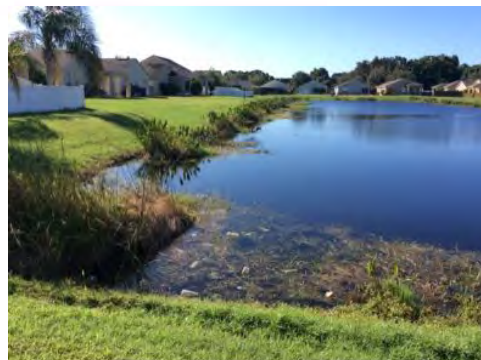
Aquatic Systems, Inc. – Sun City Field Office

Corporate Headquarters

2100 N.W. 33rd Street, Pompano Beach, FL 33069

1-800-432-4302

Site: 9



Comments: Treatment in progress

Pond #9 was aggressively targeted for invasive Alligatorweed along the shoreline during our previous visits, in which a large reduction was observed upon today's inspection. Majority of the Alligatorweed has cleared, or is currently inactive and in the process of decaying. The remaining strands from the previous treatment and the minor new growth will be treated during our upcoming visits.

Site: 2



Comments: Site looks good

Pond #2 looks good! There were minor grass clippings present along the perimeter (bottom right photo). As the grasses naturally break down, they release their nutrients into the pond, thereby increasing the overall nutrient load and promoting Algal growth. This pond will be monitored for a minor Algal bloom.

Parkway Center CDD Waterway Inspection Report

10/10/2016

Site: 1



Comments: Normal growth observed

Grass clippings were also observed in pond #1 (top right) with minor Filamentous Algal growth. The Algae and minor shoreline weeds present along the perimeter will be treated during our routine visits.

Site: 6



Comments: Site looks good

Pond #6 looks great!

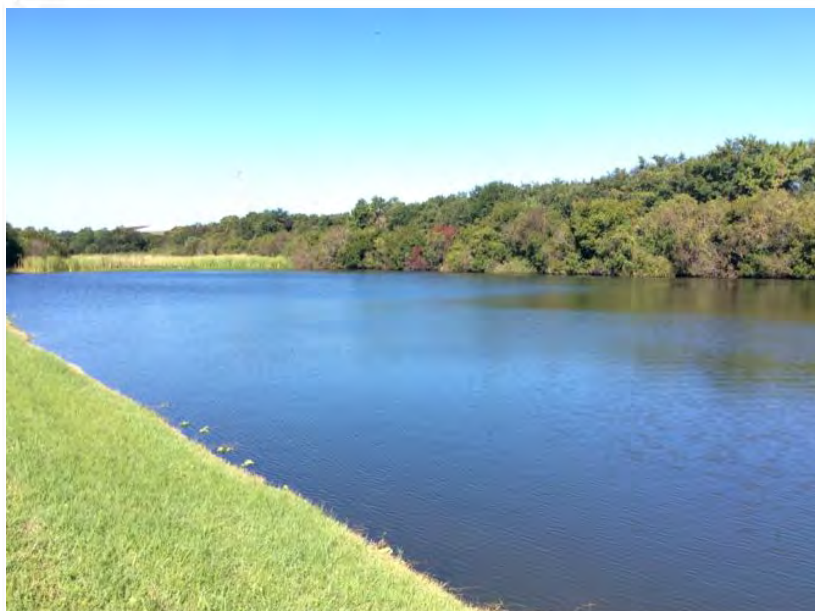
Site: 12



Comments: Treatment in progress

The floating Water Hyacinth and Alligatorweed along the perimeter were targeted during our previous visit on 9/26. The shoreline weeds have cleared, however moderate Water Hyacinth was flushed out of the wild side during the recent storm and washed up on the homeowner's side of the pond (above). The new growth will be treated during our next visit.

Site: 13



Comments: Treatment in progress

The floating Water Lettuce and Alligatorweed along the perimeter were treated prior to the storm during our visit on 9/26, however minor Water Lettuce was washed out of the wild side and was present along the homeowners side during today's visit. The Alligatorweed within the littoral shelf and the minor Water Lettuce will be treated during our next visit.

Site: 4



Comments: Site looks good

Pond #4 looks good. There was minor submersed Vallisneria present along with minor floating Watermeal, both of which will be treated during our upcoming routine visits. The submersed and floating weeds were only observed in the northwestern corner, with less than 10% coverage.

Site: 5



Comments: Normal growth observed

Pond #5 has improved drastically. Minor Alligatorweed and Torpedograss were present in front of the native vegetation along the perimeter. The shoreline weeds will continue to be selectively treated during our routine visits.

Parkway Center CDD Waterway Inspection Report

10/10/2016

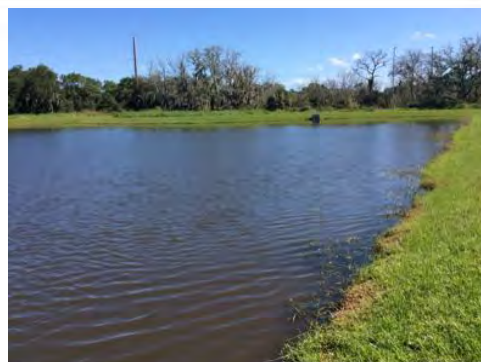
Site: 16



Comments: Treatment in progress

Pond #16 looks good. There was minor inactive Alligatorweed along the perimeter following our recent treatment on 9/13. The remaining bands of decaying weeds should clear within 14-21 days.

Site: 17



Comments: Treatment in progress

Alligatorweed was also treated on pond #17 during our visit on 9/13. Due to the thickness of the roots, there were minor strands still decaying along the perimeter. The shoreline weeds should clear within 14-21 days.

Parkway Center CDD Waterway Inspection Report

10/10/2016

Management Summary

An elevated growth of Algae and shoreline weeds, such as Torpedograss and Alligatorweed, were anticipated during this month's inspection, triggered by an increase in sunlight intensity and an increase in temperature. As we approach winter, the production rate will decrease for aquatic plants. The following 10 ponds within the Parkway Center CDD community were visually assessed during today's inspection: ponds #1, #2, #4, #5, #6, #9, #12, #13, #16 and #17 respectively.

An abundance of grass clippings were observed along the perimeter of ponds #1 and #2 during today's visit. As the grasses naturally break down, they release their nutrients into the water column and increase the overall nutrient load. Most of Florida's water bodies are naturally productive due to the excess Phosphate in the underlying soils, so any other addition of nutrients promotes Algal growth. Pond #1 has a minor band of Algae, however pond #2 does not currently portray any signs of Algal growth. Both ponds will continue to be monitored for minor new Algal blooms following the decomposition of the grass clippings.

Despite the favoring weather conditions, Algal growth was only observed on 1 out of the 10 ponds inspected during today's visit. Pond #1 had minor Filamentous Algal growth present along the perimeter, as mentioned above. The Algae will continue to be treated during our routine visits and should clear within 7-10 days following treatment.

Shoreline weeds were observed on several ponds throughout the community, including ponds #1, #5, #9, #12, #13, #16 and #17. The Alligatorweed and Torpedograss mounds on pond #9 have been reduced by nearly 70%, and the remaining growth will continue to be targeted during our routine visits. Ponds #9, #16 and #17 were treated on 9/13 and pond #12 was treated on 9/26. Grasses generally clear within 14-21 days following treatment, however due to the thickness of the Alligatorweed, an additional 10-14 days may be required for the Alligatorweed strands to decompose. The minor new growth on ponds #1 and #5 will be treated during our routine visits along with the Alligatorweed within the littoral shelf of pond #13.

Following the recent rain and wind from the hurricane, moderate floating weeds, specifically Water Lettuce and Water Hyacinth, were flushed out of the wild sides and blown over to the homeowners side of ponds #12 and #13. This growth was previously tucked away within the wetland and couldn't be treated, however now that it has spread into open water, the floating weeds will be treated during our upcoming routine visits.

Lastly, submersed weeds were observed in ponds #4 and #12. The Vallisneria in pond #4 and the Slender Spikerush in pond #12 will be treated during our upcoming routine visits.

Recommendations/Action Items

- Routine Maintenance
- Monitor ponds #1 and #2 for new Algal growth following the decomposition of grass clippings.
- Continue to monitor all ponds for Algal growth during our routine visits and target on contact.
- Target the minor Filamentous Algae on pond #1.
- Treat shoreline weeds on ponds #1 and #5.
- Target the Alligatorweed within the littoral shelf of pond #13.
- Continue to treat floating weeds throughout the community. Focus on the Water Hyacinth and the Water Lettuce on ponds #12 and #13.
- Treat the submersed Vallisneria on pond #4 and the Slender Spikerush on pond #12.

THANK YOU FOR CHOOSING ASI!





SPEAR SECURITY SERVICES-Activity Report

Site:Parkway		Officer:Steven Toal
Date:	time:	Incident: (include location)
4-Oct-16	16:00	startmiles:229944
	17:10	water treatment plant secure.
	21:00	no reported incidents
		endmiles:22992
Site:Parkway		Officer:Steven Toal
Date:	time:	Incident: (include location)
3-Oct-16	8:00	Startmiles:229894
	8:40	water treatment plant secure.
	9:20	willow beach rd: several piles of old wooden fence were dumped
		on the street and are impediments to traffic.
		needs imediate clean up.
	13:00	endmiles:229940
Site:		
Parkway	Ofc. Jim McNamara	
Date:	Time	Activity (include location)
9/30/2016	0900-hrs	Start patrolling Parkway
	0945-hrs	Water treatment plant clear
	1400-hrs	End patrol of Parkway
		End of report
Site:Parkway		Officer:Steven Toal
Date:	time:	incident: (include location)
28-Sep-16	22:00	startmiles:229556
	22:25	Summerwood:fire rescue responding to a call on forest mere dr.
	22:55	summerwood: comunity park clear.
	0:00	Summerwood:light post out# 28284,38737
	0:15	Summerwood: comunity park clear.
	0:25	light post in water treatment plant is out.
		water treatment plant secure.
	1:00	Hamlet:totlot clear.
	1:30	summerwood: comunity park clear.
	2:30	Hamlet: tot lot clear.
	2:40	summerwood: comunity park clear.

SPEAR SECURITY SERVICES-Activity Report

	2:00	end miles:229595
Site:Parkway		Officer:Steven Toal
Date:	time:	incident: (include location)
27-Sep-16	9:00	start miles:229495
	10:35	south faulkenburg dead end at Belmont. equipment being unloaded
		to contine road way to clear more gound.
	12:00	water treatment plant secure.
	14:00	no reported incidents.
		end miles:229547
Site:		
Parkway	Ofc. Jim McNamara	
Date:	Time	Activity (include location)
9/23/2016	0945-hrs	Start patrolling Parkway
	1021-hrs	Water treatment plant clear
	1445-hrs	End patrolling Parkway
		Nothing to report
		End or report
Site:Parkway		Officer:Steven Toal
Date:	time:	incident:(include location)
22-Sep-16	8:00	Start Miles:229317
	10:00	water treatment plant secure.
	13:00	no reported incidents
		end miles:229364.
Site:Parkway		Officer:Steven Toal
Date:	time:	incident:(include location)
21-Sep-16	13:00	start miles:229258
	14:40	water treatment plant secure.
	18:00	no reported incidents
		endmiles:229309
Site:Parkway		Officer:Steven Toal

SPEAR SECURITY SERVICES-Activity Report

Date:	time:	incident:(include location)
20-Sep-16	15:00	startmiles:229198
	15:00	pulled signage at baywood town homes
	15:30	water treatment plant secure.
	19:45	Belmont: replaced Deggy button at checkpoint.
	20:00	no reported incidents.
		end miles:229254
Site:Parkway		Officer:Steven Toal
Date:	time:	incident:(include location)
18-Sep-16	14:00	startmiles:229078
	15:10	directed lost travelers to their destination.75 south.from S.Faulkenburg.
	17:15	water treatment plant secure.
	19:00	no reported incidents.
		End miles:229124
site:parkway		Officer:Steven Toal
Date:	time:	incident:(include location)
16-Sep-16	7:00	startmiles:228835
	9:30	water treatment plant secure.
	12:00	no reported incidents.
		end miles:228888
Site:Parkway		Officer: Steven Toal
date:	time:	activity (include location)
14-Sep-16	13:00	startmiles:228789
	14:20	pineridge: called HSCO about the gold altima that has been
		parked in parking space on holly heath for the last three weeks
		is parked in new construction area is not a workets car.
		HSCO will send out unit to check on it.
	15:10	water treatmeat plant secure.
	15:20	still river dr. there are three potholes that need repair.
	18:00	no reported incidents.
		end miles:228831
Site:Parkway		Officer: Steven Toal
date:	time:	activity (include location)

SPEAR SECURITY SERVICES-Activity Report

13-Sep-16	17:00	startmiles:228738
	17:10	replace deggy button in Sanctuary.
	17:40	picked signage from entrance to Summetwood.
	17:45	picked signage from entrance of Belmont.
	17:50	water treatment plant secure.
	20:00	Sumerwood: advised residents in comunity park that park closes at dusk. they all complied at left the premis.
	22:00	no reported incidents.
		end miles:228786
Site:Parkway		Officer: Joey
Date:	Time:	Activity (include location)
9/12/2016	10:00	Start miles 129913
	10:05	A resident in the Amberly sub- division told me of a robbery in the area yesterday a break in
	11:00	Parkway clear and quiet
	12:00	Parkway clear and quiet
	13:00	Parkway clear and quiet
	14:00	Parkway clear and quiet
	15:00	Parkway clear and quiet
	15:00	End of shift
	15:00	Ending miles 129968
Site:Parkway		Officer: Steven Toal
date:	time:	activity (include location)
8-Sep-16	5:00	startmiles:228391
	5:25	summerwood: coumunity park clear.
	5:38	water treatmet plant secure.
	0:00	hamlet:tot lot clear.
	6:45	summerwood: comunity park clear.
	8:00	summerwood :comunity park clear.
	8:05	pine ridge: dead end of holly heath, the no fishing, swiming ,tresspassing sign is missing.
	0:00	no reported incidents
		endmiles: 228433
Site:Parkway		Officer: Steven Toal
date:	time:	activity (include location)

SPEAR SECURITY SERVICES-Activity Report

7-Sep-16	12:00	startmiles:228338
	12:40	water treatment plant secure.
	17:00	no reported incidents
		end miles:228387

PenName	PenDownloadDate	ButtonTouchDate	ButtonRomCode	ButtonName
	9/6/2016 10:00			
		9/1/2016 13:54	010000017F3190	Hamlet Loop
		9/1/2016 14:05	010000011B1890	Holly Heath/Townhomes
		9/1/2016 14:09	0100000146FE99	Walnut Gable Court Parking Lot
		9/1/2016 14:13	0100000161E78F	Deep Maple Loop/Baywood
		9/1/2016 14:23	01000001AF71F4	Summerwood East Side Forest Mere Drive
		9/1/2016 14:25	01000001A4F88F	Summerwood West Side Forest Mere Drive
		9/1/2016 14:31	0100000147F48F	Belmont Loop
		9/1/2016 14:41	01000001CD1490	Harvest Glen
		9/1/2016 14:46	01000001A4A18F	Sandy Plains Loop
		9/1/2016 14:49	010000018FA496	Amberly Moccasin Trail
		9/1/2016 14:53	010000017F3190	Hamlet Loop
		9/1/2016 14:57	01000001FD2EF4	Sanctuary
		9/1/2016 15:03	0100000161E78F	Deep Maple Loop/Baywood
		9/1/2016 15:07	0100000146FE99	Walnut Gable Court Parking Lot
		9/1/2016 15:13	010000011B1890	Holly Heath/Townhomes
		9/1/2016 15:24	0100000147F48F	Belmont Loop
		9/1/2016 15:31	01000001AF71F4	Summerwood East Side Forest Mere Drive
		9/1/2016 15:39	01000001A4F88F	Summerwood West Side Forest Mere Drive
		9/1/2016 15:45	01000001CD1490	Harvest Glen
		9/1/2016 15:50	01000001A4A18F	Sandy Plains Loop
		9/1/2016 15:54	010000018FA496	Amberly Moccasin Trail
		9/1/2016 16:01	010000017F3190	Hamlet Loop
		9/1/2016 16:06	010000011B1890	Holly Heath/Townhomes
		9/1/2016 16:12	0100000146FE99	Walnut Gable Court Parking Lot
		9/1/2016 16:17	0100000161E78F	Deep Maple Loop/Baywood
		9/1/2016 16:25	01000001AF71F4	Summerwood East Side Forest Mere Drive
		9/1/2016 16:27	01000001A4F88F	Summerwood West Side Forest Mere Drive
		9/1/2016 16:36	0100000147F48F	Belmont Loop
		9/1/2016 16:42	010000018FA496	Amberly Moccasin Trail
		9/1/2016 16:46	01000001A4A18F	Sandy Plains Loop
		9/1/2016 17:00	010000017F3190	Hamlet Loop
		9/1/2016 17:06	01000001CD1490	Harvest Glen
		9/1/2016 17:10	0100000146FE99	Walnut Gable Court Parking Lot
		9/1/2016 17:17	0100000161E78F	Deep Maple Loop/Baywood
		9/1/2016 17:22	010000011B1890	Holly Heath/Townhomes
		9/1/2016 17:31	01000001AF71F4	Summerwood East Side Forest Mere Drive
		9/1/2016 17:33	01000001A4F88F	Summerwood West Side Forest Mere Drive
		9/1/2016 17:43	0100000147F48F	Belmont Loop
		9/1/2016 17:53	01000001CD1490	Harvest Glen
		9/1/2016 17:57	01000001A4A18F	Sandy Plains Loop
		9/1/2016 18:00	010000018FA496	Amberly Moccasin Trail
		9/1/2016 18:05	010000017F3190	Hamlet Loop
		9/1/2016 18:12	01000001AF71F4	Summerwood East Side Forest Mere Drive
		9/1/2016 18:14	01000001A4F88F	Summerwood West Side Forest Mere Drive
		9/1/2016 18:19	0100000147F48F	Belmont Loop
		9/1/2016 18:29	0100000146FE99	Walnut Gable Court Parking Lot
		9/1/2016 18:36	0100000161E78F	Deep Maple Loop/Baywood
		9/1/2016 18:55	010000017F3190	Hamlet Loop
		9/5/2016 7:55	010000017F3190	Hamlet Loop
		9/5/2016 8:09	01000001CD1490	Harvest Glen
		9/5/2016 8:12	010000011B1890	Holly Heath/Townhomes
		9/5/2016 8:18	01000001AF71F4	Summerwood East Side Forest Mere Drive
		9/5/2016 8:25	01000001A4F88F	Summerwood West Side Forest Mere Drive
		9/5/2016 8:31	0100000147F48F	Belmont Loop
		9/5/2016 8:40	0100000146FE99	Walnut Gable Court Parking Lot
		9/5/2016 8:45	0100000161E78F	Deep Maple Loop/Baywood
		9/5/2016 8:52	01000001FD2EF4	Sanctuary
		9/5/2016 8:56	01000001A4A18F	Sandy Plains Loop
		9/5/2016 8:59	010000018FA496	Amberly Moccasin Trail
		9/5/2016 9:32	010000017F3190	Hamlet Loop
		9/5/2016 9:39	0100000147F48F	Belmont Loop
		9/5/2016 9:46	01000001AF71F4	Summerwood East Side Forest Mere Drive
		9/5/2016 9:50	01000001A4F88F	Summerwood West Side Forest Mere Drive
		9/5/2016 9:57	010000011B1890	Holly Heath/Townhomes
		9/5/2016 10:01	0100000146FE99	Walnut Gable Court Parking Lot
		9/5/2016 10:06	0100000161E78F	Deep Maple Loop/Baywood
		9/5/2016 10:20	01000001A4A18F	Sandy Plains Loop
		9/5/2016 10:32	010000018FA496	Amberly Moccasin Trail
		9/5/2016 10:35	010000017F3190	Hamlet Loop
		9/5/2016 10:41	010000011B1890	Holly Heath/Townhomes
		9/5/2016 10:50	0100000146FE99	Walnut Gable Court Parking Lot
		9/5/2016 10:55	0100000161E78F	Deep Maple Loop/Baywood
		9/5/2016 11:07	01000001A4F88F	Summerwood West Side Forest Mere Drive
		9/5/2016 11:10	01000001AF71F4	Summerwood East Side Forest Mere Drive
		9/5/2016 11:19	0100000147F48F	Belmont Loop

9/5/2016 11:27	01000001CD1490	Harvest Glen
9/5/2016 11:32	01000001A4A18F	Sandy Plains Loop
9/5/2016 11:36	010000018FA496	Amberly Mocassin Trail
9/5/2016 11:40	010000017F3190	Hamlet Loop
9/5/2016 11:46	010000011B1890	Holly Heath/Townhomes
9/5/2016 11:50	0100000146FE99	Walnut Gable Court Parking Lot
9/5/2016 12:05	0100000161E78F	Deep Maple Loop/Baywood
9/5/2016 12:17	01000001AF71F4	Summerwood East Side Forest Mere Drive
9/5/2016 12:19	01000001A4F88F	Summerwood West Side Forest Mere Drive
9/5/2016 12:27	0100000147F48F	Belmont Loop
9/5/2016 12:33	01000001A4A18F	Sandy Plains Loop
9/5/2016 12:36	010000018FA496	Amberly Mocassin Trail
9/5/2016 12:53	010000017F3190	Hamlet Loop
9/5/2016 16:58	01000001FD2EF4	Sanctuary
9/5/2016 17:59	01000001FD2EF4	Sanctuary
9/5/2016 18:59	01000001FD2EF4	Sanctuary
9/5/2016 19:58	01000001FD2EF4	Sanctuary
9/5/2016 21:02	01000001FD2EF4	Sanctuary
9/5/2016 21:57	01000001FD2EF4	Sanctuary
10/1/2016 14:58		
9/6/2016 15:54	010000017F3190	Hamlet Loop
9/6/2016 16:01	01000001FD2EF4	Sanctuary
9/6/2016 16:06	0100000146FE99	Walnut Gable Court Parking Lot
9/6/2016 16:14	0100000161E78F	Deep Maple Loop/Baywood
9/6/2016 16:19	010000011B1890	Holly Heath/Townhomes
9/6/2016 16:26	01000001AF71F4	Summerwood East Side Forest Mere Drive
9/6/2016 16:28	01000001A4F88F	Summerwood West Side Forest Mere Drive
9/6/2016 16:33	0100000147F48F	Belmont Loop
9/6/2016 16:43	01000001CD1490	Harvest Glen
9/6/2016 16:48	01000001A4A18F	Sandy Plains Loop
9/6/2016 16:56	010000018FA496	Amberly Mocassin Trail
9/6/2016 16:59	010000017F3190	Hamlet Loop
9/6/2016 17:16	01000001A4F88F	Summerwood West Side Forest Mere Drive
9/6/2016 17:20	01000001AF71F4	Summerwood East Side Forest Mere Drive
9/6/2016 17:35	0100000147F48F	Belmont Loop
9/6/2016 17:42	0100000146FE99	Walnut Gable Court Parking Lot
9/6/2016 17:45	0100000161E78F	Deep Maple Loop/Baywood
9/6/2016 17:48	010000011B1890	Holly Heath/Townhomes
9/6/2016 17:55	01000001A4A18F	Sandy Plains Loop
9/6/2016 17:59	010000018FA496	Amberly Mocassin Trail
9/6/2016 18:07	010000017F3190	Hamlet Loop
9/6/2016 18:24	01000001A4A18F	Sandy Plains Loop
9/6/2016 18:27	010000018FA496	Amberly Mocassin Trail
9/6/2016 18:34	0100000147F48F	Belmont Loop
9/6/2016 18:39	01000001AF71F4	Summerwood East Side Forest Mere Drive
9/6/2016 18:44	01000001A4F88F	Summerwood West Side Forest Mere Drive
9/6/2016 18:49	0100000161E78F	Deep Maple Loop/Baywood
9/6/2016 18:53	0100000146FE99	Walnut Gable Court Parking Lot
9/6/2016 19:01	010000011B1890	Holly Heath/Townhomes
9/6/2016 19:06	010000017F3190	Hamlet Loop
9/6/2016 19:12	01000001CD1490	Harvest Glen
9/6/2016 19:16	0100000147F48F	Belmont Loop
9/6/2016 19:26	01000001A4F88F	Summerwood West Side Forest Mere Drive
9/6/2016 19:30	01000001AF71F4	Summerwood East Side Forest Mere Drive
9/6/2016 19:36	010000011B1890	Holly Heath/Townhomes
9/6/2016 19:50	0100000146FE99	Walnut Gable Court Parking Lot
9/6/2016 19:59	0100000161E78F	Deep Maple Loop/Baywood
9/6/2016 20:07	01000001A4A18F	Sandy Plains Loop
9/6/2016 20:10	010000018FA496	Amberly Mocassin Trail
9/6/2016 20:15	010000017F3190	Hamlet Loop
9/6/2016 20:22	0100000147F48F	Belmont Loop
9/6/2016 20:29	01000001AF71F4	Summerwood East Side Forest Mere Drive
9/6/2016 20:31	01000001A4F88F	Summerwood West Side Forest Mere Drive
9/6/2016 20:37	0100000161E78F	Deep Maple Loop/Baywood
9/6/2016 20:43	0100000146FE99	Walnut Gable Court Parking Lot
9/6/2016 20:54	010000017F3190	Hamlet Loop
9/7/2016 11:54	010000017F3190	Hamlet Loop
9/7/2016 12:05	010000011B1890	Holly Heath/Townhomes
9/7/2016 12:09	0100000161E78F	Deep Maple Loop/Baywood
9/7/2016 12:12	0100000146FE99	Walnut Gable Court Parking Lot
9/7/2016 12:22	01000001AF71F4	Summerwood East Side Forest Mere Drive
9/7/2016 12:24	01000001A4F88F	Summerwood West Side Forest Mere Drive
9/7/2016 12:32	0100000147F48F	Belmont Loop
9/7/2016 12:53	01000001CD1490	Harvest Glen
9/7/2016 12:55	010000018FA496	Amberly Mocassin Trail
9/7/2016 12:58	01000001A4A18F	Sandy Plains Loop
9/7/2016 13:04	010000017F3190	Hamlet Loop
9/7/2016 13:10	01000001FD2EF4	Sanctuary

9/7/2016 13:19	0100000146FE99	Walnut Gable Court Parking Lot
9/7/2016 13:23	0100000161E78F	Deep Maple Loop/Baywood
9/7/2016 13:27	010000011B1890	Holly Heath/Townhomes
9/7/2016 13:33	01000001AF71F4	Summerwood East Side Forest Mere Drive
9/7/2016 13:40	01000001A4F88F	Summerwood West Side Forest Mere Drive
9/7/2016 13:46	0100000147F48F	Belmont Loop
9/7/2016 13:53	01000001A4A18F	Sandy Plains Loop
9/7/2016 13:56	010000018FA496	Amberly Mocassin Trail
9/7/2016 14:00	010000017F3190	Hamlet Loop
9/7/2016 14:16	01000001CD1490	Harvest Glen
9/7/2016 14:19	010000011B1890	Holly Heath/Townhomes
9/7/2016 14:24	0100000161E78F	Deep Maple Loop/Baywood
9/7/2016 14:32	01000001AF71F4	Summerwood East Side Forest Mere Drive
9/7/2016 14:35	01000001A4F88F	Summerwood West Side Forest Mere Drive
9/7/2016 14:41	0100000147F48F	Belmont Loop
9/7/2016 14:48	01000001A4A18F	Sandy Plains Loop
9/7/2016 14:51	010000018FA496	Amberly Mocassin Trail
9/7/2016 15:09	010000017F3190	Hamlet Loop
9/7/2016 15:23	0100000147F48F	Belmont Loop
9/7/2016 15:30	01000001AF71F4	Summerwood East Side Forest Mere Drive
9/7/2016 15:32	01000001A4F88F	Summerwood West Side Forest Mere Drive
9/7/2016 15:39	0100000161E78F	Deep Maple Loop/Baywood
9/7/2016 15:45	010000011B1890	Holly Heath/Townhomes
9/7/2016 15:53	01000001A4A18F	Sandy Plains Loop
9/7/2016 15:59	010000018FA496	Amberly Mocassin Trail
9/7/2016 16:04	010000017F3190	Hamlet Loop
9/7/2016 16:09	01000001FD2EF4	Sanctuary
9/7/2016 16:17	0100000146FE99	Walnut Gable Court Parking Lot
9/7/2016 16:23	0100000161E78F	Deep Maple Loop/Baywood
9/7/2016 16:30	010000011B1890	Holly Heath/Townhomes
9/7/2016 16:38	01000001AF71F4	Summerwood East Side Forest Mere Drive
9/7/2016 16:41	01000001A4F88F	Summerwood West Side Forest Mere Drive
9/7/2016 16:53	010000017F3190	Hamlet Loop
9/8/2016 4:53	010000017F3190	Hamlet Loop
9/8/2016 5:01	010000011B1890	Holly Heath/Townhomes
9/8/2016 5:06	0100000146FE99	Walnut Gable Court Parking Lot
9/8/2016 5:11	0100000161E78F	Deep Maple Loop/Baywood
9/8/2016 5:20	01000001AF71F4	Summerwood East Side Forest Mere Drive
9/8/2016 5:24	01000001A4F88F	Summerwood West Side Forest Mere Drive
9/8/2016 5:34	0100000147F48F	Belmont Loop
9/8/2016 5:46	01000001CD1490	Harvest Glen
9/8/2016 5:51	01000001A4A18F	Sandy Plains Loop
9/8/2016 5:54	010000018FA496	Amberly Mocassin Trail
9/8/2016 5:59	010000017F3190	Hamlet Loop
9/8/2016 6:24	01000001FD2EF4	Sanctuary
9/8/2016 6:30	0100000161E78F	Deep Maple Loop/Baywood
9/8/2016 6:34	0100000146FE99	Walnut Gable Court Parking Lot
9/8/2016 6:40	010000011B1890	Holly Heath/Townhomes
9/8/2016 6:46	01000001AF71F4	Summerwood East Side Forest Mere Drive
9/8/2016 6:51	01000001A4F88F	Summerwood West Side Forest Mere Drive
9/8/2016 7:15	0100000147F48F	Belmont Loop
9/8/2016 7:23	01000001CD1490	Harvest Glen
9/8/2016 7:27	01000001A4A18F	Sandy Plains Loop
9/8/2016 7:31	010000018FA496	Amberly Mocassin Trail
9/8/2016 7:37	010000017F3190	Hamlet Loop
9/8/2016 7:43	0100000147F48F	Belmont Loop
9/8/2016 7:49	01000001A4F88F	Summerwood West Side Forest Mere Drive
9/8/2016 7:54	01000001AF71F4	Summerwood East Side Forest Mere Drive
9/8/2016 8:00	010000011B1890	Holly Heath/Townhomes
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9/8/2016 8:49	0100000147F48F	Belmont Loop
9/8/2016 8:55	0100000146FE99	Walnut Gable Court Parking Lot
9/8/2016 8:59	0100000161E78F	Deep Maple Loop/Baywood
9/8/2016 9:05	010000011B1890	Holly Heath/Townhomes
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9/8/2016 9:32	01000001A4A18F	Sandy Plains Loop
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9/12/2016 10:10	010000018FA496	Amberly Mocassin Trail
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Spearem Enterprises, LLC
8348 Little Rd. Ste. 201
New Port Richey 34654
(727) 237-2316
spearem.jmb@gmail.com

Estimate 1276

ADDRESS

Parkway CDD
Meritus
2005 Pan Am Circle, Suite
120
Tampa , FL 33607

DATE
10/17/2016

TOTAL
\$6,052.00

ACTIVITY	QTY	RATE	AMOUNT
Labor Pressure Wash, Caulk, Seal & Paint 1 section of privacy wall along Moccasin Trail from Sandy Plains Drive to Riverview Drive (Individual Residential side of wall). Approximately 6,800 square feet. Labor and Materials Included in cost.	1	6,052.00	6,052.00

Any existing conditions that are not reasonably discoverable prior to the job start date, which in anyway interferes with the safe and satisfactory completion of this job, will be corrected by an additional work order and estimate for approval prior to resuming job. Spearem Enterprises, LLC is not responsible for any delays in performance of service that are due in full or in part to circumstances beyond our control. Spearem Enterprises, LLC is not responsible for damage, personal or property damage by others at the job site. Whether actual or consequential, or any claim arising out of or relating to "Acts of God". Job will Commence within 30 days of receiving signed, approved proposal-weather permitting.

TOTAL

\$6,052.00

THANK YOU.

Accepted By

Accepted Date



Spearem Enterprises, LLC
8348 Little Rd. Ste. 201
New Port Richey 34654
(727) 237-2316
spearem.jmb@gmail.com

Estimate 1277

ADDRESS

Parkway CDD
Meritus
2005 Pan Am Circle, Suite
120
Tampa , FL 33607

DATE
10/17/2016

TOTAL
\$4,895.00

ACTIVITY	QTY	RATE	AMOUNT
Labor Pressure Wash, Caulk, Seal & Paint 1 section of privacy wall from 8415 Quarter Horse to Still Creek Drive, One side only. Approximately 5,500 square feet. Labor and Materials Included.	1	4,895.00	4,895.00

Any existing conditions that are not reasonably discoverable prior to the job start date, which in anyway interferes with the safe and satisfactory completion of this job, will be corrected by an additional work order and estimate for approval prior to resuming job. Spearem Enterprises, LLC is not responsible for any delays in performance of service that are due in full or in part to circumstances beyond our control. Spearem Enterprises, LLC is not responsible for damage, personal or property damage by others at the job site. Whether actual or consequential, or any claim arising out of or relating to "Acts of God". Job will Commence within 30 days of receiving signed, approved proposal-weather permitting.

TOTAL

\$4,895.00

THANK YOU.

Accepted By

Accepted Date



A Bales Security Agency, Inc.

YOUR WORLD - ALL SECURESM

PARKWAY CENTER CDD'S SECURITY PATROL SERVICES



And Summerwood

Mrs. Tracy F. Bales
President
(813) 220-8181 cell
tbales@balessecurity.com

Mr. Joseph A. McGee, Sr.
Chief Operating Officer
(813) 465-2338 cell
jmcgee@balessecurity.com

1-(800)-ALL-SECURE

www.BalesSecurity.com

Locally Owned and Operated

BALES ♦ SECURITY

INVESTIGATIONS
 SECURITY OFFICERS
 - ARMED & UNARMED
 PATROL SERVICES
 - BUSINESS & HOME
 PERSONAL PROTECTION
 SECURITY CONSULTING
 PROCESS SERVICES
 EMPLOYEE SCREENINGS
 POLYGRAPH EXAMINATIONS
 Lic. Nos. A2200389/B2300095
WWW.BALESSECURITY.COM

A BALES SECURITY AGENCY, INC.

OPERATIONS CENTER

625 EAST TWIGGS STREET

SUITE 101

TAMPA, FL 33602

TELEPHONE (813) 314-9101 & (727) 592-9101

HILLSBOROUGH COUNTY

5701 E. HILLSBOROUGH AVE

SUITE 1150

TAMPA, FL 33610

TELEPHONE (813) 314-9101

FACSIMILE (813) 314-9102

TOLL FREE (800) ALL-SECURE

October 18, 2016

PERSONAL AND CONFIDENTIAL

By Email: nicole.chamberlain@merituscorp.com

Parkway Center
 Attn: Board Members / Nicole Chamberlain
 c/o Meritus Corporation
 Tampa, FL

Re: Bales Security Proposal for **Parkway Center CDD's**

Dear Board Members:

Bales Security submits the following proposal to the **Parkway Center CDD's** for security services including patrol. With a commitment to quality service by our officers and management, you can be confident your site is monitored by an exceptional team vigilant in addressing the specific needs and challenges of your school.

Bales Security has over 12 years of experience in providing professional service to our clients. With clients located in around the Tampa area and Pinellas, our officers and management are within a short distance of your property to provide additional support when necessary.

Through our unique Training-Inspecting-Mentoring ("T.I.M.") program, our officers are equipped with the skills required to observe and report to you in a skillful and expedient manner. Our team will develop an "**Parkway Center CDD's**" section as part of our website, www.balessecurity.com, in order to keep you informed of the daily activities observed throughout the facilities. This secure web-based technology provides the ability to review Daily Activity Reports, Incident Reports, invoices, and payments at your convenience.

BALES SECURITY

Ready

Responsive

Reliable

We look forward to answering any questions you may have about Bales Security and how we may best serve The **Parkway Center CDD's**.

Sincerely,
Bales Security

Joe McGee
Chief Operating Officer

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A. SERVICES PROVIDED TO THE Parkway Center CDD's

Bales Security has over 13 years of experience in providing high level service to its clients. We understand the tradition and expectations of the **Parkway Center CDD's**, and will uphold our commitment to patrol, observe, and report any incidents on your premises.

Our team is well trained, and understands the security requirements for day to day operations, routine events, large events, and special annual events. We are properly equipped to provide security for the facility pursuant to expected procedures. We appreciate the opportunity to be part of the **Parkway Center CDD's** Team.

B. ADDED VALUE PARTNERING WITH BALES SECURITY

1. Bales Security Management Staff

Our staff of managers including the Chief Operating Officer, Operations Manager, and Client Services Manager is committed to exceeding the expectations of Parkway Center, CDD. You will be provided with each of their cell phones for 24 hour response.

2. Well Trained Security Officers

Our officers have years of experience working at different sites and a commitment to achieve success during each day's work. All Armed and Unarmed Security Officers will hold either a Class "D" or Class "G" State of Florida license as is required and will be

BALES SECURITY

Ready

Responsive

Reliable

employees of Bales Security. Bales Security provides continual training to team members to ensure our standards are met including being physically fit; having stable mental and emotional health; presenting a professional appearance and attitude; being able to calmly handle emergencies; remaining alert and observant; and being cooperative, respectful, and communicative with the public. Each officer will be provided a copy of the On-The-Job-Training requirements. Their uniforms will be properly fitted, clean, and pressed to help maintain a professional image.

All Armed and Unarmed Security Officers have attained one or more of the following experience or education levels: preferred military service, preferred college experience, minimum of one year security experience, and/or meaningful and verifiable work experience.

Applicants are screened using a criminal background check and a two-interview process with a site manager and the Chief Operating Officer. Each applicant must understand and appreciate the need to follow post orders and instructions provided by the client to Bales Security.

C. FINANCIAL COST

Bales Security is committed to providing competitive rates for professional and quality services. The bill rates are based on our financial obligations, including payroll with Payroll Burden, uniforms, equipment, mobile phones, administration, GL and Workers Comp insurance, health insurance, vacations, and vehicle cost (Fuel, Insurance, Equipment, Maintenance Services), etc., of those items on the chart below as a cost.

We recommend the cell phone so that communications and directives can be passed on to the officer through voicemail when they get on duty of what to look for, and when on duty they can be reached to react to an emergency and or suspicious individuals.

Parkway Center CDD's 20 HPW Patrol Service (NO TAXES) Five Properties Patrolled				
Unarmed Security Service for 20 HPW,	Hourly Bill Rate	Estimated Weeks	Total Weekly Rate Before Tax	Yearly Rate
Security Officers 20 HPW Staggered Shifts	\$15.00	51	\$300.00	\$15,300.00
Seven Holiday Bill Rate 20 HPW	\$22.50	1	\$450.00	\$450.00
Officer Cell Phone	Monthly \$65.00			\$780.00
Every Two Weeks Vehicle Cost for Patrols of all CDD Properties	\$269.23			\$7,000.00
			TOTAL COST	\$23,530.00
Every Two Weeks Invoicing				\$905.00

The above table is based on hours of operation per week and the security officer's hourly pay rate. The overtime bill rate of 1.4 is charged for seven (7) designated holidays and any additional security coverage requested by Parkway Center CDD's, or deemed necessary by Bales Security. Holidays include New Year's Day, Easter, Memorial Day, Independence Day, Labor Day, Thanksgiving, and Christmas.

D. COMPANY OVERVIEW

1. Company History, Years in Business, Philosophy, and Mission Statement

a. Bales Security History and Years in Business

Bales Security was incorporated in 2003 as an investigation agency and expanded to provide security services at the request of our clients. Northern Trust Bank was one of our first clients and is still a client today.

Since its inception, all team members have been committed to providing high quality service. We have the privilege of providing security services to a diverse clientele ranging from large office parks to large residential communities.

Our management team consists of accomplished professionals with law enforcement and military backgrounds. We are a licensed Florida security officer

BALES SECURITY

Ready

Responsive

Reliable

agency (Florida License No., B2300095), with a branch office (Florida License No. BB 1400013), a licensed private investigation agency (Florida License No., A2200389), as well as, insured and bonded. Continuous education, training courses, and our intensive Training-Inspecting-Mentoring (“T.I.M.”) program must be completed by each of our officers. Active management presence on your site, including an Operations Manager and Chief Operating Officer is another aspect of the excellent service you can expect from Bales Security.

As a full service security and investigation agency, Bales Security offers comprehensive services ensuring that we are *Ready, Responsive, and Reliable* in providing service to our clients. Areas of service include the following:

- **Security Officers**
 - Government facilities, office buildings, corporate and industrial parks, gated communities, apartment complexes, condominiums, shopping centers, banks, educational facilities, museums, manufacturing facilities, sports complexes, among others.
- **Security Patrol**
 - Roving vehicle patrols for businesses and residences to help establish a presence and random spot checks of businesses.
- **Investigations**
 - Ranging from investigating employee theft to surveillance of businesses and individuals.
- **Employee Screening and Background Checks**
 - Services to help with the hiring process including criminal background checks, financial checks, and neighborhood verifications.
- **Security Consulting**
 - Auditing and recommending safety and security equipment.
- **Process Service**
 - Serving subpoenas and other legal documents.
- **Polygraph Examinations**
 - Using court appointed polygraph examiners to conduct investigative activities.
- **Technology Consulting**
 - Auditing and recommending safety and security cameras and systems that are on-site and remote.
- **Cameras and Alarms**
 - Survey, recommend, install systems for clients at a fordable cost;
 - Subcontract as well for some work with excellent company.

We are committed to providing our clients with the highest quality service and responding to their singular needs by tailoring our services to meet their specific requirements. Understanding these needs in an ever changing, complex environment is a key to our success as we establish and maintain long term, mutually beneficial relationships.

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Ready

Responsive

Reliable

b. Bales Security's Philosophy, Mission Statement, and Cultural Values

Our cultural values of *Ready, Responsive, and Reliable* are adopted by every Bales Security team member and exemplify Bales Security's philosophy and mission statement. This serves as a platform for our commitment to exceptional security and investigative services and to bind strong relationships with our clients. Each cultural value is summarized below:

1. **Ready:** We are ready at any time of the day or night to provide our clients with well-trained, professional security officers. Our capable officers are prepared to immediately respond and provide security.
2. **Responsive:** We are responsive to our clients' needs for efficient and effective service. For example, use of the online "Client Center", on our web site www.BalesSecurity.com, allows our client's to review Daily Activity and Incident Reports, invoices, payments, and our newsletter, 24 hours a day, 7 days per week, from any location where the internet is available. Viewing information online, rather than receiving daily paperwork, translates to better productivity and lower costs for our clients.
3. **Reliable:** We have a reliable management and security officer team available 24 hours a day, 7 days per week who work together to ensure consistent appraisal of our clients' sites so that we can keep attuned to our clients' ever changing environment and needs.

We believe that integrity is an essential element of trust, requiring all facets of our agency – personnel, assets, and processes – be protected from compromise. Our diverse clientele, including Netpark and Northern Trust Bank, exemplify Bales Security's ability to respond to the unique needs of clients, adapt our skills, and train to meet our client's requirements. As a tribute to our proven performance and outstanding client service, the majority of our new clients are referrals from existing clients who have engaged our services for many years. We pride ourselves on our longstanding relationships with our clients and continually seek ways to improve our services to exceed their expectations.

As a member of your Tampa Bay community and a local female-owned business, Bales Security is composed of community leaders and professionals. We give back to the communities we serve by contributing and participating in charitable causes and events. Further, key members of our agency participate and hold leadership positions in a variety of civic, professional, and charitable organizations.

2. Corporate Organizational Structure – Principal Stakeholders

- a. Owner / President: Tracy F. Bales

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- b. Chief Operating Officer: Joseph A. McGee Sr.

3. Local Program Organizational Structure

Bales Security currently has 129 employees, with a 95% retention rate.

- a. Owner/Corporate Officer: 1
- b. Executive Manager 1
- c. Management: 3
- d. Investigators: 3
- e. Security Officers: 121 (more than 55% have been with Bales Security for over 6 years)

4. Local Management Experience and Duties

- a. President / Owner: Tracy F. Bales



Tracy Bales brings many years of management experience to Bales Security. She has conducted scientific research investigating organizational efficiency, worker and soldier performance, and factors affecting motivation and improved goal attainment in businesses and individuals. In an effort to improve performance and efficiency of soldiers, she conducted research for the United States Army involving the analysis of current multimodal technology research to better understand sensory modalities' role in task performance.

Tracy has researched the effects of role stressors on the relationship between supervisors and employees; thus, providing insight into areas of improvement in organization productivity. Her other research includes understanding non-conscious behavior with implications for encouraging motivated performance and worker well-being.

Furthermore, she has been involved in corporate architecture and interior design for over twenty years providing analysis and design to large corporate businesses. Her expertise includes analysis and design of the physical workspace, with particular sensitivity to worker safety and improved productivity.

The benefit of Tracy's background in varied management and research fields is evident in her innovative approach to developing organizational efficiency, improving security performance, and promoting the corporate values set forth by Bales Security.

Her participation in management meetings and overseeing critical issues helps ensure Bales Security consistently provides professional quality service for which it is well known. These qualifications translate to our clients through superior professional service and business efficiency and productivity.

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b. Chief Operating Officer: Joseph A. McGee Sr.



Joe McGee has over 39 years of management experience. After twenty-five years in the United States Army and achieving one of the highest grades of rank as a Command Sergeants Major, he has amassed a vast array of experiences in security management including industrial, educational, and business venues. Training both armed and unarmed security officers and investigators, his focus is on upholding Bales Security's high quality client service. He vigilantly maintains the ideals and expectations set forth by Bales Security.

Joe is a licensed agency manager, licensed armed and unarmed security officer, licensed investigator, a certified Level 1 Anti-Terrorism and Situational Awareness Assessment Training (SAAT®) graduate, and certified in both First Aid and CPR. He is a member of IFMA, ASIS, Suncoast (CAI) Chapter Community Associations Institute, Bay Area Apartment Association, and Association of Professional Investigators, Inc. In addition, he is a volunteer CDD Board Supervisor, HOA Single Family Representative and Architectural Board Chairman for a large community, Board Member of the Shoe Box for seniors, and a member of the American Society for Industrial Security (ASIS).

An innovative thinker, Joe offers a creative approach to developing the processes and procedures used in providing our clients with efficient and effective service unparalleled in the security industry. For example, to minimize back log in gated communities, he has implemented simplified visitor logs and visitor passes for residential and commercial deliveries. Furthermore, in forming a residents-to-officer house notification system, he maximized simple traffic flow communication and significantly improved client's business efficiency.

As the Chief Operations Officer, Joe handles the daily activities of Bales Security. He oversees his staff and has regularly scheduled meetings to discuss Bales Security's performances including changes, recommendations, or issues occurring on the site. He is also a respected speaker and available for training or discussion of safety issues at community or association meetings.

c. Operations Manager: Marcel Bowen



Marcel Bowen has over six years of management experience. After serving in the United States Marine Corps and graduating from military police Academy at the head of his class, Marcel became a Military Policeman in the Marine Corps. He currently holds the State of Florida Class D Unarmed and Class G Armed Security Licenses. He is certified in CPR and in counterterrorism training.

Marcel comes from an extensive background of law enforcement and military experience. His father served 20 years in the United States Army and also served as

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law-enforcement for Georgia State police. While working with the United States Marine Corps's Central Investigative Division and the Traffic Division at Quantico, Virginia, Marcel gained valuable security experience.

As the Operations Manager for Bales Security, Marcel manages unarmed and armed officers. He mentors and encourages our officers to surpass our client's expectations. He is dedicated; being at our client's sites to ensure each team member is "second to none." Marcel manages over 85 security officers on both permanent and temporary sites. Additionally, he is in constant contact with property managers, and maintenance supervisors to ensure excellent security service.

d. Office / Accounting Manager: Kathy Hart



Kathy Hart brings our agency many years of experience in the accounting field. She has worked as an office manager and bookkeeper in many businesses. She verifies that field requirements are met through constant communication with our executive team and clients. She ensures requirements are fulfilled before a new officer is assigned to a site and provides the field team with the new hire packets and training requirements. She ensures that office requirements are fulfilled, including invoices and other key items are provided in a timely manner.

e. Operations Advisory Board

To provide the best quality service, Bales Security developed an Operations Advisory Board that is composed of accomplished professionals in the business community. These individuals offer advice and direction to Bales Security management as they implement recommendations for improved services.

i. Business Development Consultant: Thomas J. Faber

Tom serves as an organizational and business development consultant to help improve customer service and drive growth and development of Bales Security. He brings many years of executive experience and skills in areas of strategic planning and P & L responsibility, product development, and marketing based on an extensive and successful career at IBM. At IBM, his positions included Director - Industrial Systems Marketing, General Manager - Industrial Computer Products Business Unit, New Systems Planning Manager - IBM Boca Raton Laboratory and Regional Manager, Special Systems. Throughout these executive assignments, he specialized in developing new process disciplines, products, and markets to drive consistent predictable business performance.

i. Organization Management Consultant: Ret. Chief Judge Manual Menendez, Hillsborough County Court

Manual Menendez, Jr. served as the Chief Judge of the 13th Judicial Circuit of Florida from July 2001 until his retirement in December 2014. He was appointed to the Hillsborough County Court in 1983 and to the circuit bench in 1984. He has presided in all divisions of the trial court, has served as a mentor judge, and as an associate judge on the Second District Court of Appeal. He has also served on the Judicial Qualifications Commission as a trial panel member. Prior to his appointment to the bench he served as Chief Assistant United States Attorney for the Middle District of Florida, Tampa Division. Before then, he practiced law in Jacksonville, Florida as an Assistant United States Attorney and in the private practice. Upon graduation from law school, and prior to reporting for duty as an officer in the U.S. Army Reserves, he served as law clerk to Judge T. Frank Hobson, Jr. of the 2d District Court of Appeal.

He attended the University of Florida where he earned his J.D. with honors in 1972 and a B.A. in political science in 1969. While in law school he was executive editor of the University of Florida Law Review, and a member of the Phi Delta Phi honor society (Cockrell Inn). He is an honorary member of Florida Blue Key.

Judge Menendez is a past recipient of the Hillsborough County Bar Association Young Lawyers Division Robert W. Patton “Outstanding Jurist” Award (1998-99). In 2002, he received the “Outstanding Jurist” Award from the Young Lawyers Division of The Florida Bar. The Tampa Bay Chapter of the American Board of Trial Advocates (ABOTA) named him Outstanding Jurist for 2003. In 2007 he was presented with the Hillsborough County Sheriff’s Hispanic Advisory Council’s “Raymond E. Fernandez Award” in recognition of “outstanding contributions to the criminal justice system.” In 2007, he was also inducted into the Thomas Jefferson High School Alumni Hall of Fame. The Florida Chapter of the American Board of Trial Advocates presented him its “Outstanding Jurist” award in 2010. In 2013 he received the Hillsborough Bar Association’s “James ‘Red’ McEwen” Award, as well as the “Jack Edmund” Award for professionalism and civility in the practice of criminal law from the Goldberg/Cacciatore Criminal Law Inn of Court.

He is a past-chair of the Florida Conference of Circuit Judges (2006-07). He is a charter member and past president of the J. Clifford Cheatwood American Inn of Court, and is also a member of the Executive Board of the Herbert G. Goldberg – Ronald K. Cacciatore Inn of Court. He is a past president of the Tampa Bay Chapter of the Federal Bar Association and past vice-president of the Jacksonville Chapter. He has served as chair of The Florida Bar Rules of Judicial Administration Committee, The Florida Bar Criminal Procedure Rules Committee, and The Florida Bar Judicial

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Nominating Commission Procedures Committee. He has also served on the Florida Bar Judicial Administration Selection & Tenure Committee, as well as the Code & Rules of Evidence Committee. He is currently back on the Rules of Judicial Administration Committee and is also on the CLE committee.

He frequently serves as a lecturer and presenter at continuing legal and judicial education programs, including the Florida College of Advanced Judicial Studies, the Florida Judicial College, the Florida Circuit Judges Conference as well as the County Judges Conference. He also regularly participates in the Florida Bar's Prosecutor/Public Defender Trial Training Program, and the Advanced Civil Trial Advocacy Program.

Judge Menendez has served as chair of the Florida Supreme Court's Trial Court Technology Committee, as well as the Electronic Filing Committee, and also served on the Florida Courts Technology Commission. He was also on the Florida Supreme Court Work Group on Emergency Preparedness, the Steering Committee on Families and Children in the Court, the Florida Supreme Court Committee on Diversity and Fairness, the Unified Committee on Judicial Compensation, the Florida Courts Education Council, and the Trial Court Budget Commission.

Currently he is on the board of trustees of the University of Florida Law Center Association, the board of the New York Yankees Tampa Foundation, the board of trustees of the Hillsborough County Bar Association Foundation, and the advisory board of the Tampa Hispanic Bar Association. He has served on the board of directors of Hillsborough DUI Counterattack, Inc., the Hillsborough County Public Safety Council, the board of directors of the Hillsborough County Bar Association (as judicial liaison), the advisory board for the Salvation Army of Tampa, the board of directors of the Hillsborough Association for Women Lawyers, and the advisory board of the Tampa Gator Club. He is a charter member of the American College of Business Court Judges.

He is a Florida Supreme Court certified circuit civil mediator, and a qualified arbitrator.

E. REFERENCES

Tampa Museum of Art

Michael Tomor (813) 421-8383

Netpark

Dale Shrewsbury (813) 620-4357

Cornerstone Properties

Donna Rivera (813) 966-2619

Rivercrest Community

Rick Reidt (813) 762-3804

Avelar Creek

Brian Howell, Meritus (813) 426-5916

Gary

METRO Protective Services LLC

A New Approach to Safety, Security and Investigations



First, we would like to thank you for considering METRO Protective Services as your business and community protective service provider. We feel that we have a great deal of experience, expertise, resources and just plain “know how” that enables us to provide you with protection that is not only effective and comprehensive but very cost effective.

- Most traditional security companies are “reactive” in nature and tend to cut corners, hurry through patrols to get to the next client in attempts to pad the “bottom line”. Metro Protective Services will not “overload” patrol officers, which allows them to take the necessary time to provide you with the service you really want, need and deserve. Since our business is based on reputation, we have to be effective!
- METRO Protective Services carries specific insurance that covers all of our activities including armed service etc. We carry higher limits for liability and auto insurance that is well above the minimum required by law and meets or exceeds most government/housing authority requirements.
- METRO Protective Services owns and utilizes a state-of-the-art multi-channel company-wide radio communication system with proprietary channel/frequencies for use by officers assigned to critical or hazardous assignments/areas and a centralized dispatch which improves officer efficiency and safety.
- METRO Protective Services believes working as a team with your management staff, local law enforcement agencies, business and community leaders and other agencies in order for the goal of having a more safe, secure, quiet, crime free environment within your business and community area can be realized. Usually, all that is needed to achieve this goal is simply a little time and effort..... of which we certainly are able and willing to provide! We are not the “cheapest” nor are we the most “expensive”. Simply stated, the service we provide is the most effective protection service at the least cost.

Please find attached more information on our company and a basic patrol proposal for your review. We would invite you to visit our website at **metropro.us** or mpsprotective.com to learn more about us.

At your request, we would be happy to sit down with you and evaluate your security needs vs. your budget where we are sure we can provide a security plan that will work for you!

Proposals valid 30 days from posted date.
METRO Protective Services LLC (813) 740-1300

METRO Protective Services Basic Services

Standard Uniformed Patrol Services

Foot Patrol Service

Metro Protective Services takes pride in providing some of the best officers available. All Uniformed foot officers are armed and are equipped with state-of-the-art radio communications equipment so these officers can be dispatched to respond to service calls and allows tactical support and coordination with other Metro officers such as vehicle patrol officers, crime suppression officers, investigators etc. This in turn enables our officers to be highly productive and efficient. You not only get your dedicated officer, you get the entire team!

Standard Patrol Service

Vehicle patrols are the most cost efficient and versatile programs we offer. Metro Protective Services can customize a security plan that fits most any budget. Since all properties are not alike and time and resources required to meet the goals and objectives can vary, and in order to make our services economically feasible and available to all types of properties, rates for our Vehicle Patrol Service is based on location, type, size of property, occupancy percentage and goals.

All vehicle patrol officers are radio equipped and trained in residential and commercial protection.

Vehicle patrol officers will provide a minimum "time on site". What this means is that Metro Protective Services administration will pre-determine the minimum amount of time that one patrol should take on your property to be effective provided no incidents occur. Trained uniformed vehicle patrol officers utilizes marked patrol vehicles in providing a strong visible presence and unmarked vehicles that provide a "psychological" presence as a deterrent and tool for detecting, investigating, mitigating and reporting criminal activity, code violations, property rules and other events that may be of interest to the property management. Vehicle patrol officers are required to conduct at least, one sporadic "walkthroughs" at various locations on your property per shift. All vehicles are owned by Metro Protective Services which provides insurance and liability protection to our clients.

Dedicated Patrol Service

Dedicated Patrol Service provides the same level of service as Standard Patrol Service except the patrol officer and vehicle remain on property for a designated number of hours as opposed to and number of sporadic visits.

Investigative Services

Metro Protective Services is a licensed Investigation Company. This provides us with the ability to conduct undercover surveillance, covert video recording, and obtain additional information on vehicles such as registered owners, stolen vehicles etc., criminal history reports and active warrants on suspects encountered, tenant/employee background screening etc.

Vehicle Patrol Service Guarantee

METRO Protective Services will guarantee the complete required minimum patrol frequency on your site. In the unlikely event the complete minimum required patrol frequency is not met due to the negligence on the part of Metro Protective Services or patrol officers, the client will not be charged for any services that were provided on that day and will receive a second day of normal contracted service at no charge.

Administrative Services

We will assemble a comprehensive “Area Procedures” directive that includes property rules, emergency contacts etc. that you provide and is issued not only to the assigned officers but also to the supporting area vehicle patrols and our communications personnel so procedures are consistently followed. Tenant Lists or Rent Rolls that you provide will be furnished to our Communications Center (Dispatch) where officers can get quick conformation of residency or tenancy. Our Communication Center will maintain trespass warning data for quick retrieval in order to more effectively enforce trespass violations.

We also provide residential clients with a comprehensive Residential Occupancy Standards that have been proven to be effective. These directives cover state law violations, code violations and other useful tools to assist you in the management of residential property problems and rule making in order to help meet your objectives. Since enforcement of these standards are known to reduce the amount of time and resources required to maintain the target level of protection, Discount Rates apply for properties who agree to initiate, maintain and strictly enforce these Residential Occupancy Standards.

Centralized Communication/Dispatching – Metro Protective Services maintains a proprietary centralized dispatch system. Calls for service can be received directly from residents where the officer can quickly be dispatched via radio. All officer activities are recorded via radio/dispatcher. These dispatch logs (Area Activity Reports) are then forwarded daily to our clients so they have a chronological report of events occurring on their property.

Any available video cameras that are IP based can be monitored by Metro Protective Services Dispatchers who can then dispatch officers if violations are detected.

Easy Service Modifications

The primary contract serves as a retainer for Metro Protective Services. A separate Requested Service Order (RSO) details the specific service, times, rates etc. Clients can quickly and easily modify service using the RSO without having to re-negotiate the entire contract. This also provides quick and easy implementation of all services that Metro Protective Services provide such as investigations, Close Protection Officers etc.

Reporting Systems

Area Activity Reports (AAR) - An itemized dispatch log of every event that occurs on the client’s property involving Metro Protective Services arrives to any authorized recipient by e-mail every morning on a daily basis. The client is informed of incidents, events, when officers arrive, depart, perform safety checks/inspections etc.

Field Intelligence Reports (FIR) - A basic report that provides useful information such as code violations, maintenance issues, parking violations, tenants moving in or moving out or other issues where the client should be informed.

Incident Reports – Incident reports are generated for events serious in nature such as rule violations, unlawful activities, law enforcement activities property damage etc.

All Reports are electronically completed and archived on Metro Protective Services dedicated servers. Reports that are submitted are then transmitted by e-mail on a daily basis to any recipient authorized by the client. Reports are archived for one year and are available for retrieval for the client anytime during the contracted term. Reports are professionally prepared and are useful tools in legal actions such as tenant sanctions, evictions etc.

Additional Services***

Additional Services are services that may be provided by Metro Protective Services in addition to the normally contracted Standard Patrol Services. Clients contracting for forty (40) service hours or more per week or the minimum vehicle patrols schedules of four (4) patrols per day, seven (7) days per week, and agree to initiate and maintain our **Residential Occupancy Standards**, METRO Protective Services offers, the following additional services.

Additional Services Include;

Calls for Service - Metro Protective Services responds to calls by residents. Just like law enforcement, calls are received by our dispatchers who then dispatch the field officers. MPS officers respond, evaluate and mitigate the situation, then call law enforcement only if needed. This reduces possible overuse of law enforcement calls to your property and potential fines or other penalties.

Alarm Response - Metro Protective Services may be included on any alarm call sequence from alarm vendors. MPS officers respond, evaluate and take appropriate actions based on the event. This reduces the risk of fines assessed for false alarms.

Fire Watch / Emergency Coverage- Fire watch and emergency coverage service is available for same day scheduling (*Hourly Rates Apply*)

Crime Suppression Unit (CSU) Support - The CSU team consist of officers with prior law enforcement experience and training. These officers possess a much higher level of skills, knowledge and experience and have the ability to focus on and mitigate more serious issues that may be occurring on your property.

CSU Offers:

- Sporadic Crime Suppression Unit members (unmarked vehicles, canine teams etc.),
- Concentrated Checkpoint and Patrols (CCAP) where multiple CSU officers remain on property and conduct ID checks, regulate entry to property and conduct comprehensive detection of crime and/or violations
- Parking/traffic ticketing (MPS provides the Warning Tickets) to parking violators
- A limited amount of investigative services (vehicle registration checks, short term surveillance, checking individuals for active warrants etc.)

Code Enforcement Assistance - Metro Protective Officers are trained to recognize and report local code violations that are observed on the clients' property in order to avoid costly fines and penalties from local government agencies.

**** Additional Services provided for existing yearly contracted clients with regular minimum patrol service only. Alarm and Service Call response may not be available in some areas and times. (See your MPS Representative for details)*

If not already provided in this proposal, Metro Protective Services will be happy to provide a free on-site assessment of your property/area and develop a plan that will meet your security needs and objectives.

We also offer special flat rates for foreclosures, unoccupied complexes and special situations. Combinations of the above may be provided and tailored to your needs and budget.

**Metro Protective Services offers the following specific
proposal for;
Nicole / Meritus Corp.**

10/17/2016

Requested Standard Services Options

- Standard Vehicle Patrol Service – Armed uniformed vehicle patrol officer that patrols property for a specified number of Patrols/Visits. Discounted Rate / **\$ 10.95 Per Visit/Patrol (30+ Patrols Per Week Minimum) \$11.95 (20+Patrols Per Week) \$12.95 Per Patrol (10+ Patrols Per Week)**
- Dedicated Vehicle Patrol Service – Armed uniformed officer with marked patrol vehicle that remains on property for a specified number of Hours. Discounted Rate / **\$29.00 Per Hour**

Other Services exclusively available to our clients;

(Foot Patrol Service)

- Administrative Support *(Included)*
- Limited Investigative Services *(Included)*
- Code Enforcement Assistance *(Included)*
- Fire Watch Coverage
- Calls for Service *(On duty foot officer only)*

(Vehicle Patrol Service)

- Administrative Support *(Included)*
- Limited Investigative Services *(Included)*
- Crime Suppression Units *(Included)*
- Calls for Service *(Included)*
- Alarm Response *(Included)*
- Code Enforcement Assistance *(Included)*
- Fire Watch Coverage *(1.5 x Hourly rate Applies)*

Except for any applicable sales tax, rates are all inclusive with no additional or hidden charges.

No quick start up charges. Vehicle Patrol Service can usually be initiated within 24 hours of completed contract

Metro Protective Services provides all necessary training, equipment and vehicles.

Please contact us anytime with any questions or if you require more information. Again, thank you for considering us as your protective partner!

Metro Protective Services

Tampa - 813.740.1300

Toll Free - 866.920.6111

E-MAIL – clientservices@metropro.us

Web – www.metropro.us

Proposals valid 30 days from posted date.
METRO Protective Services LLC (813) 740-1300

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