

***UNION PARK EAST
COMMUNITY DEVELOPMENT DISTRICT***

Advanced Meeting Package

Regular Meeting

***Wednesday
June 3, 2020
6:00 p.m.***

***Location:
Conducted Via Electronic Teleconference***

Note: The Advanced Meeting Package is a working document and thus all materials are considered DRAFTS prior to presentation and Board acceptance, approval or adoption.

Union Park East Community Development District

Board of Supervisors
Union Park East Community Development District

Dear Board Members:

A Meeting of the Board of Supervisors of the Union Park East Community Development District is scheduled for **Wednesday, June 3, 2020 at 6:00 p.m.**

Due to current issues related to COVID-19, the Florida Governor released Executive Order 20-69 which allows governmental public meetings and required quorums to be completed via telephone conference. In respect of current social distancing recommendations this meeting will be conducted via telephone in order to protect the health and safety of the public. Both members of the board and the public may join this meeting via telephone as follows:

Call in phone number: 929-205-6099
Meeting ID: 854 7953 8516
Password: 108352

The advanced copy of the agenda for the meeting is attached along with associated documentation for your review and consideration. Any additional support material will be distributed at the meeting.

The agenda items are for immediate business purposes and for the health and safety of the community. Staff will present their reports at the meeting. If you have any questions, please contact me. I look forward to seeing you there.

Sincerely,

Tonya Elliott-Moore

Tonya Elliott-Moore
District Manager
813-374-9104

Cc: Attorney
Engineer
District Records

District: UNION PARK EAST COMMUNITY DEVELOPMENT DISTRICT

Date of Meeting: Wednesday April 1st, 2020

Time: 6:00 p.m.

Location: Via Electronic Teleconference
Due to COVID 19
Per Gov Exec Order 20-69

Dial-in Number: **(929) 205-6099**

Meeting ID: 854 7953 8516#

Agenda

I. Roll Call

Mike Lawson – Chair

Doug Draper – Vice Chair

Lori Price – Asst. Secretary

Christie Ray – Asst. Secretary

District Attorney

District Engineer

II. Audience Comments – (limited to 3 minutes per individual on agenda items)

III. Consent Agenda

A. Approval of April 1, 2020 Meeting Minutes

B. Approval of April 2020 Financial Statements (unaudited)

C. Acceptance of Registered Voters – 339

IV. Business Matters

A. Consideration and Adoption of Resolution 2020-08, Landowner Election (2020)

Exhibit 1

B. Consideration and Approval of FY2020-2021 Proposed Budget

Exhibit 2

C. Consideration and Adoption of Resolution 2020-09, Approving Proposed Budget and Setting Public Hearing (FY 2020-2021)

Exhibit 3

V. Administrative Matters

A. Ratify POs and Contracts

Exhibit 4

B. Reminder for Supervisors to file Form 1 by July 1

VI. Staff Reports

A. **District Manager**

B. **District Attorney**

C. **District Engineer**

VII. Audience Comments – New Business – (limited to 3 minutes per individual)

VIII. Supervisor Requests

IX. Adjournment

EXHIBIT 1.

RESOLUTION 2020-08

A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE UNION PARK EAST COMMUNITY DEVELOPMENT DISTRICT DESIGNATING A DATE, TIME, AND LOCATION FOR A LANDOWNERS' MEETING FOR THE PURPOSE OF ELECTING 3 MEMBERS OF THE BOARD; PROVIDING FOR PUBLICATION; PROVIDING SAMPLE NOTICE, INSTRUCTIONS, PROXY, AND BALLOT; AND PROVIDING FOR AN EFFECTIVE DATE.

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

WHEREAS, the District was established on October 13, 2016 by Ordinance No. 16-28 of Board of County Commissioners of Pasco County, Florida;

WHEREAS, the Board of Supervisors of the District (the “**Board**”) previously amended the terms of office for Board seats to align with the general elections held in November during even years;

WHEREAS, the terms for Board seats **3, 4, and 5** are set to expire in November 2020; and

WHEREAS, the District is statutorily required to announce a meeting of the landowners of the District for the purpose of electing 3 members of the Board.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD:

Section 1. In accordance with Section 190.006(2)(b), Florida Statutes the landowners' meeting to elect 3 members of the Board, to Board seats **3, 4, and 5**, will be held on November 4, 2020 at 6:00 p.m. at the Hilton Garden Inn, 26640 Silver Maple Parkway, Wesley Chapel, Florida.

Section 2. The District's Secretary is hereby directed to publish notice of this landowners' meeting in accordance with the requirements of Section 190.006(2)(a), Florida Statutes.

Section 3. Pursuant to Section 190.006(2)(b), Florida Statutes, a sample notice of landowners' meeting and election, instructions on how all landowners may participate in the election, a sample proxy, and a sample ballot form are attached hereto as **Exhibit A**. Copies of such documents can be obtained from the District Manager's office.

Section 4. This Resolution shall become effective immediately upon its adoption.

Passed and Adopted on June 3, 2020.

Attest:

**Union Park East
Community Development District**

Print Name: _____
Secretary/ Assistant Secretary

Michael Lawson
Chair of the Board of Supervisors

**Notice of Landowners' Meeting and Election and
Meeting of the Board of Supervisors of the
Union Park East Community Development District**

Notice is hereby given to the public and all landowners within the Union Park East Community Development District (the “**District**”), comprised of approximately 331.497 acres in Pasco County, Florida, advising that a landowners’ meeting will be held for the purpose of electing 3 members of the Board of Supervisors of the District. Immediately following the landowners’ meeting there will be convened a meeting of the Board of Supervisors for the purpose of considering certain matters of the Board to include election of certain District officers, and other such business which may properly come before the Board.

Date: November 4, 2020
Time: 6:00 p.m.
Place: Hilton Garden Inn
26640 Silver Maple Parkway
Wesley Chapel, Florida

Each landowner may vote in person or by written proxy. Proxy forms and instructions relating to landowners’ meeting may be obtained upon request at the office of the District Manager located at 250 International Parkway, Suite 280, Lake Mary, Florida 32746. A copy of the agenda for these meetings may be obtained from the District Manager at the above address.

The landowners’ meeting and the Board of Supervisors meeting are open to the public and will be conducted in accordance with the provisions of Florida law. One or both of the meetings may be continued to a date, time, and place to be specified on the record at such meeting. There may be an occasion where one or more supervisors will participate by telephone.

Pursuant to the Americans with Disabilities Act, any person requiring special accommodations to participate in these meetings is asked to contact the District Manager at (813) 418-7473, at least 48 hours before the hearing. If you are hearing or speech impaired, please contact the Florida Relay Service at 711 for aid in contacting the District Manager.

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

Tonya Elliott-Moore, District Manager
Run Date(s): October 14 and 18, 2020

Instructions Relating to Landowners' Meeting of the Union Park East Community Development District for the Election of Members of the Board of Supervisors

Date: November 4, 2020

Time: 6:00 p.m.

Location: Hilton Garden Inn
26640 Silver Maple Parkway
Wesley Chapel, Florida

Pursuant to Chapter 190, Florida Statutes, and after a community development district (“**District**”) has been established and the landowners have held their initial election, there shall be subsequent landowners’ meeting for the purpose of electing members of the Board of Supervisors of the District (“**Board**”) every 2 years until the District qualifies to have its board members elected by the qualified electors of the District. The following instructions on how all landowners may participate in the election are intended to comply with Section 190.006(2)(b), Florida Statutes.

A landowner within the District may vote in person at the landowners’ meeting or the landowner may nominate a proxy holder to vote at the meeting in place of the landowner. Whether in person or by proxy, each landowner shall be entitled to cast 1 vote per acre of land owned by him or her and located within the District, for each seat on the Board that is open for election for the upcoming term. A fraction of an acre shall be treated as 1 acre, entitling the landowner to 1 vote with respect thereto. Please note that a particular parcel of real property is entitled to only 1 vote for each eligible acre of land or fraction thereof; therefore, 2 or more people who own real property in common, that is 1 acre or less, are together entitled to only 1 vote for that real property. Platted lots shall be counted individually and entitled to 1 vote. The acreage of platted lots shall not be aggregated for determining the number of voting units held by a landowner or a landowner’s proxy.

At the landowners’ meeting, the first step is to elect a chair for the meeting, who may be any person present at the meeting. The landowners shall also elect a secretary for the meeting who may be any person present at the meeting. The secretary shall be responsible for the minutes of the meeting. The chair shall conduct the nominations and the voting. If the chair is a landowner or proxy holder of a landowner, he or she may nominate candidates and make and second motions. Candidates must be nominated and then shall be elected by a vote of the landowners.

This year, 3 seats on the Board will be up for election by landowners. The 2 candidates receiving the highest number of votes will receive a 4-year term and the 1 candidate receiving the next highest number of votes will receive a 2-year term. The term of office for each successful candidate shall commence upon election.

A proxy is available upon request. To be valid, each proxy must be signed by 1 of the legal owners of the property for which the vote is cast and must contain the typed or printed name of the individual who signed the proxy; the street address, legal description of the property, or tax parcel identification number; and the number of authorized votes. If the proxy authorizes more than 1 vote, each property must be listed and the number of acres of each property must be included. The signature on a proxy does not need to be notarized. Electronic signatures are not accepted because the integrity and security control processes required by Sections 668.001-.006, Florida Statutes are not feasible for the District at this time.

Landowner Proxy

Union Park East Community Development District Landowners' Meeting – November 4, 2020

KNOW ALL MEN BY THESE PRESENTS, that the undersigned, the fee simple owner of the lands described herein, hereby constitutes and appoints _____ (“**Proxy Holder**”) for and on behalf of the undersigned, to vote as proxy at the meeting of the landowners of the Union Park East Community Development District to be held at the Hilton Garden Inn, 26640 Silver Maple Parkway, Wesley Chapel, Florida, on November 4, 2020, at 6:00 p.m., and at any adjournments thereof, according to the number of acres of unplatted land and/or platted lots owned by the undersigned landowner that the undersigned would be entitled to vote if then personally present, upon any question, proposition, or resolution or any other matter or thing that may be considered at said meeting including, but not limited to, the election of members of the Board of Supervisors. Said Proxy Holder may vote in accordance with his or her discretion on all matters not known or determined at the time of solicitation of this proxy, which may legally be considered at said meeting.

Any proxy heretofore given by the undersigned for said meeting is hereby revoked. This proxy is to continue in full force and effect from the date hereof until the conclusion of the landowners' meeting and any adjournment or adjournments thereof, but may be revoked at any time by written notice of such revocation presented at the landowners' meeting prior to the Proxy Holder's exercising the voting rights conferred herein.

Printed Name of Legal Owner

Signature of Legal Owner

Date

Address/Legal/or Parcel ID #

Acreage/or # of Platted Lots

Authorized Votes

| | | |
|-------|-------|-------|
| _____ | _____ | _____ |
| _____ | _____ | _____ |
| _____ | _____ | _____ |

[Insert above the street address of each parcel, the legal description of each parcel, or the tax parcel identification number of each parcel. If more space is needed, identification of parcels owned may be incorporated by reference to an attachment hereto.]

Total Number of Authorized Votes: _____

NOTES:

1. Pursuant to Section 190.006(2)(b), Florida Statutes, a fraction of an acre is treated as 1 acre entitling the landowner to 1 vote with respect thereto.
2. 2 or more persons who own real property in common that is 1 acre or less are together entitled to only 1 vote for that real property.
3. If the fee simple landowner is not an individual, and is instead a corporation, limited liability company, limited partnership or other entity, evidence that the individual signing on behalf of the entity has the authority to do so should be attached hereto (e.g., bylaws, corporate resolution, etc.).
4. Electronic signatures are not accepted because the integrity and security control processes required by Sections 668.001-.006, Florida Statutes are not feasible for the District at this time.

Official Ballot

Union Park East Community Development District

Landowners' Meeting – November 4, 2020

(Election of 3 Supervisors)

The 2 candidates receiving the highest number of votes will receive a 4-year term and the 1 candidate receiving the next highest number of votes will receive a 2-year term, with the term of office for each of the successful candidates commencing upon election.

The undersigned certifies that he/she/it is the fee simple owner of land, or the proxy holder for the fee simple owner of land, located within the Union Park East Community Development District and described in [] the attached proxy or [] as follows:

| Address/Legal/or Parcel ID # | Acreage/or # of Platted Lots | Authorized Votes |
|------------------------------|------------------------------|------------------|
| _____ | _____ | _____ |
| _____ | _____ | _____ |
| _____ | _____ | _____ |

[Insert above the street address of each parcel, the legal description of each parcel, or the tax parcel identification number of each parcel. If more space is needed, identification of parcels owned may be incorporated by reference to an attachment hereto.]

Total Number of Authorized Votes: _____

I, _____, as landowner, or as the proxy holder of _____ (landowner) pursuant to the Landowner Proxy attached hereto, do cast my votes as follows:

| Name Of Candidate | Number Of Votes |
|-------------------|-----------------|
| 1. _____ | _____ |
| 2. _____ | _____ |
| 3. _____ | _____ |

Date: _____

Signature: _____

Printed Name: _____

EXHIBIT 2.

UNION PARK EAST COMMUNITY DEVELOPMENT DISTRICT
FY 2021 PROPOSED BUDGET - GENERAL FUND (O&M)

I. REVENUE

GENERAL ADMINISTRATIVE

SUPERVISORS COMPENSATION

DEBT ADMINISTRATION:

STATEMENT 1
UNION PARK EAST COMMUNITY DEVELOPMENT DISTRICT
FY 2021 PROPOSED BUDGET - GENERAL FUND (O&M)

| | FY 2017 ACTUAL | FY 2018 ACTUAL | FY 2019 ACTUAL | FY 2020 ADOPTED | FY 2020 YTD MARCH | FY 2021 PROPOSED | VARIANCE FY 2020-2021 |
|--|-------------------|-------------------|-------------------|--------------------|-------------------------|---------------------|--------------------------|
| PHYSICAL ENVIRONMENT EXPENDITURES | | | | | | | |
| COMPREHENSIVE FIELD TECH SERVICES | 34,100 | - | 5,845 | 10,019 | 5,010 | 10,020 | 1 |
| FIELD TRAVEL | - | 336 | - | - | - | - | - |
| STREETPOLE LIGHTING | - | - | - | 62,880 | - | 62,880 | - |
| ELECTRICITY (IRRIGATION & POND PUMPS) | - | 252 | 10,633 | 9,600 | 31,785 | 47,400 | 37,800 |
| LANDSCAPING MAINTENANCE | - | 36,995 | 134,740 | 201,800 | 61,835 | 161,528 | (40,272) |
| LANDSCAPING MAINTENANCE - Phases 7 & 8 | - | - | - | - | - | 40,272 | 40,272 |
| IRRIGATION MAINTENANCE | - | 550 | 1,770 | - | 2,371 | 5,000 | 5,000 |
| POND MAINTENANCE | - | 4,200 | 25,200 | 25,200 | 14,096 | 25,200 | - |
| FOUNTAIN MAINTENANCE | - | - | - | - | - | 3,400 | 3,400 |
| PET WASTE REMOVAL | - | - | - | 5,340 | - | 5,340 | - |
| RUST CONTROL | - | - | - | 13,200 | - | 13,200 | - |
| PHYSICAL ENVIRONMENT CONTINGENCY | - | 11,373 | 1,702 | - | 170 | 31,600 | 31,600 |
| TOTAL PHYSICAL ENVIRONMENT EXPENDITURES | 34,100 | 53,706 | 179,890 | 328,039 | 115,266 | 405,840 | 77,801 |

| | | | | | | | |
|--|----------|----------|---------------|---------------|---------------|---------------|----------------|
| AMENITY CENTER OPERATIONS | | | | | | | |
| POOL SERVICE CONTRACT | - | - | - | 15,600 | 7,800 | 15,600 | - |
| POOL MAINTENANCE & REPAIRS | - | - | - | 3,000 | - | 3,000 | - |
| POOL PERMIT | - | - | - | 275 | - | 275 | - |
| AMENITY MANAGEMENT | - | - | - | 5,000 | 417 | 5,000 | - |
| AMENITY CENTER CLEANING & MAINTENANCE | - | - | 2,854 | 20,000 | 12,443 | 13,412 | (6,588) |
| AMENITY CENTER INTERNET | - | - | - | 2,100 | 1,419 | 3,000 | 900 |
| AMENITY CENTER ELECTRICITY | - | - | 348 | 9,400 | - | 9,420 | 20 |
| AMENITY CENTER WATER | - | - | - | 8,000 | - | 8,000 | - |
| AMENITY CENTER PEST CONTROL | - | - | - | 1,800 | - | 1,800 | - |
| AMENITY CENTER RUST REMOVAL | - | - | - | - | - | - | - |
| REFUSE SERVICE | - | - | - | 2,000 | 728 | 2,000 | - |
| LANDSCAPE MAINTENANCE - INFILL | - | - | 608 | 5,000 | - | 5,000 | - |
| SECURITY MONITORING | - | - | - | 3,600 | 2,568 | 5,400 | 1,800 |
| COMMUNITY EVENTS & DECORATIONS | - | - | - | 8,000 | 4,858 | 5,000 | (3,000) |
| MISC AMENITY CENTER REPAIRS | - | - | 8,682 | 7,500 | - | 7,500 | - |
| TOTAL AMENITY CENTER OPERATIONS | - | - | 12,492 | 91,275 | 30,234 | 84,407 | (6,868) |

| | | | | | | | |
|-----------------------------|---|---|---|---|--------|--|--|
| CAPITAL IMPROVEMENTS | - | - | - | - | 57,133 | | |
|-----------------------------|---|---|---|---|--------|--|--|

| | | | | | | | |
|--|-----------------|--------------------|------------------|------------------|-------------------|------------------|---------------|
| TOTAL EXPENDITURES | 77,752 | 175,526 | 304,465 | 546,497 | 276,184 | 630,223 | 83,727 |
| III EXCESS OF REVENUE OVER (UNDER) EXPENDITURES | 3,587 | (21,130) | 41,356 | - | 181,958 | - | - |
| FUND BALANCE - BEGINNING | - | 3,587 | (17,543) | 23,813 | 23,813 | 23,813 | - |
| FUND BALANCE - ENDING | \$ 3,587 | \$ (17,543) | \$ 23,813 | \$ 23,813 | \$ 205,770 | \$ 23,813 | \$ - |

Footnote:

(a) Revenue collections from County tax collector and/or budget funding agreement only as needed based on actuals. Draws upon budget funding agreement can only be based on actual expenditures.

**STATEMENT 2
UNION PARK EAST CDD
FY 2021 PROPOSED
GENERAL FUND (O&M) ASSESSMENT ALLOCATION**

1. ERU Assignment, Ranking and Calculation /(a)

| Lot Width | Units | ERU | Total ERU | % ERU |
|--------------|------------|------|---------------|----------------|
| TH | 280 | 0.47 | 131.60 | 23.49% |
| 40' | 123 | 0.80 | 98.40 | 17.57% |
| 50' | 269 | 1.00 | 269.00 | 48.02% |
| 60' | 51 | 1.20 | 61.20 | 10.92% |
| Total | 723 | | 560.20 | 100.00% |

2. O&M Assessment Requirement ("AR")

| | | |
|--|-------------------|-----------|
| AR = TOTAL EXPENDITURES - NET: | \$ 630,223 | /(b) |
| Plus: Early Payment Discount (4.0%) | \$ 26,818 | |
| Plus: County Collection Charges (2.0%) | \$ 13,409 | |
| Total Expenditures - GROSS | \$ 670,450 | [A] |
| Total ERU: | 560.20 | [B] |
| Total AR / ERU - GROSS (as if all On-Roll): | \$1,196.80 | [A] / [B] |
| Total AR / ERU - NET: | \$1,125.00 | |

3. Current FY Allocation of AR (as if all On-Roll) /(a)

| Lot Width | Units | ERU | Net Assmt/Unit | Total Net Assmt | Gross Assmt/Unit | Total Gross Assmt |
|--------------|------------|------|----------------|------------------|------------------|-------------------|
| TH | 280 | 0.47 | \$529 | \$148,050 | \$562 | \$157,500 |
| 40' | 123 | 0.80 | \$900 | \$110,700 | \$957 | \$117,766 |
| 50' | 269 | 1.00 | \$1,125 | \$302,625 | \$1,197 | \$321,940 |
| 60' | 51 | 1.20 | \$1,350 | \$68,850 | \$1,436 | \$73,244 |
| Total | 723 | | | \$630,225 | | \$670,450 |

4. Prior FY Allocation of AR (as if all On-Roll) /(a)

| Lot Width | Units | ERU | Net Assmt/Unit | Gross Assmt/Unit | Total Gross Assmt |
|--------------|------------|------|----------------|------------------|-------------------|
| TH | 280 | 0.47 | \$459 | \$488 | \$136,575 |
| 40' | 123 | 0.80 | \$780 | \$830 | \$102,120 |
| 50' | 269 | 1.00 | \$976 | \$1,038 | \$279,170 |
| 60' | 51 | 1.20 | \$1,171 | \$1,245 | \$63,514 |
| Total | 723 | | | | \$581,379 |

5. INCREASE IN GROSS ASSMT/UNIT

| Lot Width | Units | Increase | % Increase | Mo. Amount |
|--------------|------------|----------|------------|------------|
| TH | 280 | \$75 | 15.32% | \$6 |
| 40' | 123 | \$127 | 15.32% | \$11 |
| 50' | 269 | \$159 | 15.32% | \$13 |
| 60' | 51 | \$191 | 15.32% | \$16 |
| Total | 723 | | | |

Footnote:

(a) Benefitted properties expected to include current platted lots plus next construction phase.

(b) No O&M Assessments for non-platted lots will be charged to the Developer. Developer is only to fund based on actual expenditures on an as needed basis only.

**STATEMENT 3
UNION PARK EAST
FY 2021 PROPOSED CONTRACT SUMMARY**

| FINANCIAL STATEMENT CATEGORY | SERVICE PROVIDER (VENDOR) | ANNUAL AMOUNT OF CONTRACT | PO # | COMMENTS (SCOPE OF SERVICE) | SERVICE PROVIDED | CONTRACT AGREEMENT YES/NO | PAYMENT SCHEDULE |
|---|---------------------------|---------------------------|------|---|-------------------|---------------------------|------------------|
| ADMINISTRATIVE: | | | | | | | |
| SUPERVISORS COMPENSATION | NA | 6,000 | | Estimated 5 Supervisors to be in attendance for 6 meetings. Chapter 190 of the Florida Statute allows for \$200 per meeting | NA | 91640.5486 | MONTHLY |
| PAYROLL TAXES | NA | 459 | | Payroll taxes for Supervisor Compensation; 7.65% of total payroll | NA | NA | MONTHLY |
| PAYROLL PROCESSING | NA | 349 | | Approximately \$54 per payroll and 1x yearly fee of \$25 | NA | NA | MONTHLY |
| MANAGEMENT CONSULTING SRVS | DPFG | 21,000 | | The District receives Management & Accounting services as part of the agreement | DISTRICT MGMT. | YES | MONTHLY |
| CONSTRUCTION ACCOUNTING | NA | 2,500 | | Construction Accounting Service for 2019 Debt Issuance | COORDINATE SVCS | NA | MONTHLY |
| PLANNING, COORDINATING & CONTRACT SERVICES | DPFG | 36,000 | | Governmental agency coordination, construction & maintenance contract administration, technical and engineering support services associated with maintenance & construction of District infrastructure | | YES | MONTHLY |
| ADMINISTRATIVE SERVICES | DPFG | 3,600 | | The District receives administrative services as part of the agreement | OFFICE EXPENSES | YES | MONTHLY |
| BANK FEES | BANK UNITED | 300 | | Bank fees associated with maintaining the District's bank accounts | | | AS NEEDED |
| MISCELLANEOUS | NA | 500 | | Miscellaneous as needed for General Administrative expenditures that are not appropriated in any other line items | | NA | AS NEEDED |
| AUDITING | DMHB | 3,500 | | State law requires the District to undertake an annual independent audit. The budgeted amount for the fiscal year is based on contracted fees from an existing engagement letter. The District will need to go out for RFP for FY20 audit (done in FY21) | ANNUAL AUDIT | YES | ANNUALLY |
| TRAVEL PER DIEM | NA | 300 | | Reimbursement to Board Supervisors for travel to District Meetings | NA | NA | AS NEEDED |
| INSURANCE (LIABILITY, PROPERTY, CASUALTY, BRIDGE) | EGIS | 28,728 | | Annual, for general liability, property and officer and director insurance. Insurance was impacted by the addition of assets in FY 20. The amount for March does not include monthly payments of \$2,174.24 for 5 additional payments | INSURANCE | YES | ANNUALLY |
| REGULATORY & PERMIT FEES | | 175 | | The District is required to pay an annual fee of \$175 to the Department of Economic Opportunity | | YES | ANNUALLY |
| LEGAL ADVERTISEMENTS | TAMPA PUBLISHING | 2,000 | | The District is required to advertise various notices for monthly Board meetings and other public hearings in a newspaper of general circulation. | LEGAL ADS | YES | AS NEEDED |
| ENGINEERING SERVICES | HAMILTON ENGINEERING | 4,000 | | Provides general engineering services to District, i.e. attendance & preparation for monthly board meetings and other specifically requested assignments | DISTRICT ENGINEER | YES | AS NEEDED |
| LEGAL SERVICES | STRALEY & ROBIN | 7,500 | | Provides general legal services, review of contracts, agreements and other research assigned and directed by the Board and District Manager | DISTRICT ATTORNEY | YES | AS NEEDED |
| PERFORMANCE & WARRANTY BOND PREMIUM | | - | | | PERFORMANCE BONDS | NA | ANNUALLY |

**STATEMENT 3
UNION PARK EAST
FY 2021 PROPOSED CONTRACT SUMMARY**

| FINANCIAL STATEMENT CATEGORY | SERVICE PROVIDER (VENDOR) | ANNUAL AMOUNT OF CONTRACT | PO # | COMMENTS (SCOPE OF SERVICE) | SERVICE PROVIDED | CONTRACT AGREEMENT YES/NO | PAYMENT SCHEDULE |
|--|---------------------------|---------------------------|----------------|--|------------------|---------------------------|------------------|
| WEBSITE HOSTING | Campus Suite | 1,650 | | ADA compliance of website and the remediation of 750 pages of documents. An additional \$250 for unknowns and \$500 to DPFG for mitigation remediation | WEBSITE | YES | MONTHLY |
| ADMINISTRATIVE CONTINGENCY | | - | | As needed. | | | ANNUALLY |
| DEBT ADMINISTRATION: | | | | | | | |
| DISSEMINATION AGENT | Lerner Reporting | 6,500 | | Dissemination to facilitate District compliance with Securities & Exchange Commission continuing disclosure | | | ANNUAL |
| TRUSTEE FEES | US Bank | 13,415 | | Confirmed amount with Trustee to maintain the District's bond funds that are on deposit (2017 A-1 & A-2, 2019 A-1 & A-2) | | | ANNUAL |
| ARBITRAGE | LLS Tax Solutions | 1,500 | | The District is required to calculate interest earned from bond proceeds each year pursuant to the Internal Revenue Code for Series 2017 and Series 2019 | | | |
| PHYSICAL ENVIRONMENT: | | | | | | | |
| COMPREHENSIVE FIELD TECH SERVICES | | 10,020 | | Directs day to day operations of the District and oversees Field Tech Services. Schedule vendors and inspect their work, interact with new homeowners, coordinate general security hardware, manage RFP Process for ongoing maintenance and repairs, prepare monthly written reports to the Board, including estimated reimbursements for CDD business mileage driven by Field Service Tech. | | | MONTHLY |
| FIELD SERVICE TRAVEL | | - | | | | | |
| STREETPOLE LIGHTING | | 62,880 | | Collector road, 6A,6D & E, 8A, D, 7A,B,C,D,E. All in by years end. 131 lights at \$40/mo. The number of streetlights and install dates need to be confirmed | 131.00 | | MONTHLY |
| ELECTRICITY | | 47,400 | | Estimate electricity for 8 meters added throughout the year. Average actual expenditure is about \$800 monthly. In February 2020 a new meter located at 32742 Oldwoods ave. was added. The YTD includes past due amounts. Prior bills were being sent to the same address on Oldwoods. The billing address problem has now been resolved | | | MONTHLY |
| LANDSCAPING MAINTENANCE | | 161,528 | OM-UPE -003 | Maintenance and along subdivision roads from Oldwood to Bridge. Costs for amenity center (\$41,300). Costs part of Oldwood extension (1/2 year), interior common area including pond mowing, and mulch, (estimates) . Does not include phase 7&8. Brightview base management - \$7,155 mo, | | | MONTHLY |
| LANDSCAPE MAINTENANCE FOR PHASES 7 & 8 | Brightview | 40,272 | | Union Park East Phases 7 & 8 . Contract dated 04/23/2020 | | | |
| IRRIGATION MAINTENANCE | | 5,000 | | Irrigation Maintenance | | | Monthly |
| POND MAINTENANCE | | 25,200 | OM-UPE-004 | Pond maintenance & reporting (weed management, algae control, etc.) 24 waterways twice monthly. All ponds are completed and functional. | | | RANDOM |
| FOUNTAIN MAINTENANCE | FLORIDA FOUNTAINS | 3,400 | OM-UE-DPFG-022 | Fountain cleaning \$175/qtr per fountain plus est \$1,000 repairs per fountain - 2 fountains | | | |
| PET WASTE REMOVAL | POOP 911. UP-005 | 5,340 | | Pet Waste Services - When will we be adding and how many to add | 5340 | | |
| COMMUNITY EVENTS & DECORATIONS | | 5,000 | | For holiday lighting/decorations | 0 | | |

**STATEMENT 3
UNION PARK EAST
FY 2021 PROPOSED CONTRACT SUMMARY**

| FINANCIAL STATEMENT CATEGORY | SERVICE PROVIDER (VENDOR) | ANNUAL AMOUNT OF CONTRACT | PO # | COMMENTS (SCOPE OF SERVICE) | SERVICE PROVIDED | CONTRACT AGREEMENT YES/NO | PAYMENT SCHEDULE |
|---------------------------------------|---------------------------|---------------------------|----------------|--|------------------|---------------------------|------------------|
| RUST CONTROL | SUNCOAST RUST | 13,200 | PROPOSAL | Provides rust inhibitor and will perform the cleaning of rust from areas such as common grounds and entrances. Partial service (1/2 year) <i>When will be adding</i> | | | MONTHLY |
| PHYSICAL ENVIRONMENT CONTINGENCY | | 31,600 | | Misc contingency \$10,000; Security \$21,600 - \$40/hr 45hrs a month - community complaining about breakins and speeding | | | |
| AMENITY CENTER OPERATIONS: | | | | | | | |
| POOL SERVICE CONTRACT | SUNCOAST POOL SERVICES | 15,600 | OM-UE-DPFG-010 | Clean pool 6x weekly. Includes chemicals. \$15,600 yearly | 35880 | | Monthly |
| POOL MAINTENANCE & REPAIRS | SUNCOAST POOL SERVICES | 3,000 | | Miscellaneous repairs and maintenance as needed (estimate) | 3000 | | Monthly |
| POOL PERMIT | | 275 | | Statutory Requirement, annual | 275 | | |
| AMENITY MANAGEMENT | | 5,000 | | Track & handle facility access keys, coordination of janitorial services, track & coordinate facility rental activities, and implement general operation rules for the amenity Yearly \$5,000 /4 months \$1,666) | 5000 | | |
| AMENITY CENTER CLEANING & MAINTENANCE | OPEN WORKS | 13,412 | OM-UE-DPFG-038 | Community clubhouse & restrooms 5 days weekly /yearly 6,612 + consumables (est \$150/mo). Pressure clean 1 per month \$250. Plus \$250 per cleaning after events (est 8 events) | 22800 | | |
| AMENITY CENTER INTERNET | BRIGHTHOUSE | 3,000 | | Internet for amenity center entry system. \$250/mo | 2100 | | |
| AMENITY CENTER ELECTRICITY | TECO | 9,420 | | Estimated \$785/mo. | 26400 | | |
| AMENITY CENTER WATER | PASCO COUNTY | 8,000 | | Estimated 10,000 yearly. | 26000 | | |
| AMENITY CENTER PEST CONTROL | Earth Tech | 1,800 | | Earth tech service \$150 monthly | 636 | | |
| AMENITY CENTER RUST REMOVAL | | - | | | 6000 | | |
| REFUSE SERVICE | | 2,000 | | Estimated from Waste Management | 2000 | | |
| LANDSCAPE MAINTENANCE - INFILL | | 5,000 | | 5K estimated for infill planting | 10000 | | |
| SECURITY MONITORING | CIS Tech | 5,400 | OM-UE-DPFG-024 | Security Monitoring 6 cameras @ \$75/mo | | | |
| MISC AMENITY CENTER REPAIRS | | 7,500 | | Gym equipment repair or replace/maintenance (7.5K, estimate) | 0 | | |
| OTHER INCOME | | | | | | | |
| CAPITAL IMPROVEMENTS | | - | | | | | |

STATEMENT 4
UNION PARK EAST CDD
\$6,010,000 CAPITAL IMPROVEMENT REVENUE BONDS, SERIES 2017A-1
Assessment Area One - Lots in Phases 6, 6D-E, 7, 8A and 8A-1

| | BUDGET |
|--|-----------------|
| REVENUE | |
| SPECIAL ASSESSMENTS - ON-ROLL/OFF ROLL (GROSS) | \$440,931 |
| FUND BALANCE FOREWARD | - |
| LESS: DISCOUNT ASSESSMENTS (4%) | (17,637) |
| TOTAL REVENUE | 423,294 |
| EXPENDITURES | |
| COUNTY - ASSESSMENT COLLECTION FEES (2%) | 8,819 |
| INTEREST EXPENSE | |
| 05/01/21 | 155,813 |
| 11/01/21 | 155,813 |
| PRINCIPAL RETIREMENT | |
| 11/01/21 | 100,000 |
| TOTAL EXPENDITURES | 420,444 |
| EXCESS OF REVENUE OVER (UNDER) EXPEND. | 2,850 |
| FUND BALANCE - BEGINNING | - |
| FUND BALANCE - ENDING | \$ 2,850 |

Table 1. Allocation of Maximum Annual Debt Service

| Lot Size | Lot Count | MADS | MADS/Lot |
|-----------------|------------------|------------------|-----------------|
| TH | 178 | \$84,969 | \$477.35 |
| 40' | 71 | \$61,267 | \$862.91 |
| 50' | 203 | \$204,614 | \$1,007.95 |
| 60' | 51 | \$63,625 | \$1,247.55 |
| Total | 503 | \$414,475 | |

STATEMENT 5
UNION PARK EAST CDD
\$6,010,000 CAPITAL IMPROVEMENT REVENUE BONDS, SERIES 2017A-1
DEBT SERVICE REQUIREMENT

| Period Ending | Principal | Coupon | Interest | Debt Service /(a) | Annual Debt Service /(a) | Bonds Outstanding |
|----------------------|------------------|---------------|-----------------|------------------------------|-------------------------------------|------------------------------|
| 6/15/2017 | | | | | | 6,010,000 |
| 11/1/2017 | | 5.000% | 122,825 | 122,825 | 122,825 | 6,010,000 |
| 5/1/2018 | | 5.000% | 162,563 | 162,563 | | 6,010,000 |
| 11/1/2018 | 85,000 | 5.000% | 162,563 | 247,563 | 410,125 | 5,925,000 |
| 5/1/2019 | | 5.000% | 160,438 | 160,438 | | 5,925,000 |
| 11/1/2019 | 90,000 | 5.000% | 160,438 | 250,438 | 410,875 | 5,835,000 |
| 5/1/2020 | | 5.000% | 158,188 | 158,188 | | 5,835,000 |
| 11/1/2020 | 95,000 | 5.000% | 158,188 | 253,188 | 411,375 | 5,740,000 |
| 5/1/2021 | | 5.000% | 155,813 | 155,813 | | 5,740,000 |
| 11/1/2021 | 100,000 | 5.000% | 155,813 | 255,813 | 411,625 | 5,640,000 |
| 5/1/2022 | | 5.000% | 153,313 | 153,313 | | 5,640,000 |
| 11/1/2022 | 105,000 | 5.000% | 153,313 | 258,313 | 411,625 | 5,535,000 |
| 5/1/2023 | | 5.000% | 150,688 | 150,688 | | 5,535,000 |
| 11/1/2023 | 110,000 | 5.000% | 150,688 | 260,688 | 411,375 | 5,425,000 |
| 5/1/2024 | | 5.000% | 147,938 | 147,938 | | 5,425,000 |
| 11/1/2024 | 115,000 | 5.000% | 147,938 | 262,938 | 410,875 | 5,310,000 |
| 5/1/2025 | | 5.000% | 145,063 | 145,063 | | 5,310,000 |
| 11/1/2025 | 120,000 | 5.000% | 145,063 | 265,063 | 410,125 | 5,190,000 |
| 5/1/2026 | | 5.000% | 142,063 | 142,063 | | 5,190,000 |
| 11/1/2026 | 130,000 | 5.000% | 142,063 | 272,063 | 414,125 | 5,060,000 |
| 5/1/2027 | | 5.000% | 138,813 | 138,813 | | 5,060,000 |
| 11/1/2027 | 135,000 | 5.000% | 138,813 | 273,813 | 412,625 | 4,925,000 |
| 5/1/2028 | | 5.500% | 135,438 | 135,438 | | 4,925,000 |
| 11/1/2028 | 140,000 | 5.500% | 135,438 | 275,438 | 410,875 | 4,785,000 |
| 5/1/2029 | | 5.500% | 131,588 | 131,588 | | 4,785,000 |
| 11/1/2029 | 150,000 | 5.500% | 131,588 | 281,588 | 413,175 | 4,635,000 |
| 5/1/2030 | | 5.500% | 127,463 | 127,463 | | 4,635,000 |
| 11/1/2030 | 155,000 | 5.500% | 127,463 | 282,463 | 409,925 | 4,480,000 |
| 5/1/2031 | | 5.500% | 123,200 | 123,200 | | 4,480,000 |
| 11/1/2031 | 165,000 | 5.500% | 123,200 | 288,200 | 411,400 | 4,315,000 |
| 5/1/2032 | | 5.500% | 118,663 | 118,663 | | 4,315,000 |
| 11/1/2032 | 175,000 | 5.500% | 118,663 | 293,663 | 412,325 | 4,140,000 |
| 5/1/2033 | | 5.500% | 113,850 | 113,850 | | 4,140,000 |
| 11/1/2033 | 185,000 | 5.500% | 113,850 | 298,850 | 412,700 | 3,955,000 |
| 5/1/2034 | | 5.500% | 108,763 | 108,763 | | 3,955,000 |
| 11/1/2034 | 195,000 | 5.500% | 108,763 | 303,763 | 412,525 | 3,760,000 |
| 5/1/2035 | | 5.500% | 103,400 | 103,400 | | 3,760,000 |
| 11/1/2035 | 205,000 | 5.500% | 103,400 | 308,400 | 411,800 | 3,555,000 |

STATEMENT 5
UNION PARK EAST CDD
\$6,010,000 CAPITAL IMPROVEMENT REVENUE BONDS, SERIES 2017A-1
DEBT SERVICE REQUIREMENT

| Period Ending | Principal | Coupon | Interest | Debt Service /(a) | Annual Debt Service /(a) | Bonds Outstanding |
|----------------------|---------------------|---------------|---------------------|------------------------------|-------------------------------------|------------------------------|
| 5/1/2036 | | 5.500% | 97,763 | 97,763 | | 3,555,000 |
| 11/1/2036 | 215,000 | 5.500% | 97,763 | 312,763 | 410,525 | 3,340,000 |
| 5/1/2037 | | 5.500% | 91,850 | 91,850 | | 3,340,000 |
| 11/1/2037 | 230,000 | 5.500% | 91,850 | 321,850 | 413,700 | 3,110,000 |
| 5/1/2038 | | 5.500% | 85,525 | 85,525 | | 3,110,000 |
| 11/1/2038 | 240,000 | 5.500% | 85,525 | 325,525 | 411,050 | 2,870,000 |
| 5/1/2039 | | 5.500% | 78,925 | 78,925 | | 2,870,000 |
| 11/1/2039 | 255,000 | 5.500% | 78,925 | 333,925 | 412,850 | 2,615,000 |
| 5/1/2040 | | 5.500% | 71,913 | 71,913 | | 2,615,000 |
| 11/1/2040 | 270,000 | 5.500% | 71,913 | 341,913 | 413,825 | 2,345,000 |
| 5/1/2041 | | 5.500% | 64,488 | 64,488 | | 2,345,000 |
| 11/1/2041 | 285,000 | 5.500% | 64,488 | 349,488 | 413,975 | 2,060,000 |
| 5/1/2042 | | 5.500% | 56,650 | 56,650 | | 2,060,000 |
| 11/1/2042 | 300,000 | 5.500% | 56,650 | 356,650 | 413,300 | 1,760,000 |
| 5/1/2043 | | 5.500% | 48,400 | 48,400 | | 1,760,000 |
| 11/1/2043 | 315,000 | 5.500% | 48,400 | 363,400 | 411,800 | 1,445,000 |
| 5/1/2044 | | 5.500% | 39,738 | 39,738 | | 1,445,000 |
| 11/1/2044 | 335,000 | 5.500% | 39,738 | 374,738 | 414,475 | 1,110,000 |
| 5/1/2045 | | 5.500% | 30,525 | 30,525 | | 1,110,000 |
| 11/1/2045 | 350,000 | 5.500% | 30,525 | 380,525 | 411,050 | 760,000 |
| 5/1/2046 | | 5.500% | 20,900 | 20,900 | | 760,000 |
| 11/1/2046 | 370,000 | 5.500% | 20,900 | 390,900 | 411,800 | 390,000 |
| 5/1/2047 | | 5.500% | 10,725 | 10,725 | | 390,000 |
| 11/1/2047 | 390,000 | 5.500% | 10,725 | 400,725 | 411,450 | - |
| Total | \$ 6,010,000 | | \$ 6,472,100 | \$ 12,482,100 | \$ 12,482,100 | |

Max annual ds: 414,475

Footnote:

(a) Data herein for the CDD's budgetary process purposes only.

STATEMENT 6
UNION PARK EAST CDD
\$6,000,000 CAPITAL IMPROVEMENT REVENUE BONDS, SERIES 2017A-2

| | BUDGET |
|--|------------------|
| REVENUE | |
| SPECIAL ASSESSMENTS - ON-ROLL/OFF ROLL (GROSS) | \$ 351,064 |
| FUND BALANCE FOREWARD | - |
| LESS: DISCOUNT ASSESSMENTS (4%) | (14,043) |
| TOTAL REVENUE | 337,021 |
| EXPENDITURES | |
| COUNTY - ASSESSMENT COLLECTION FEES (3.5%) | 7,021 |
| INTEREST EXPENSE | |
| 05/01/21 | 157,300 |
| 11/01/21 | 157,300 |
| PRINCIPAL RETIREMENT | |
| 11/01/21 | - |
| TOTAL EXPENDITURES | 321,621 |
| EXCESS OF REVENUE OVER (UNDER) EXPEND. | 15,400 |
| FUND BALANCE - BEGINNING | - |
| FUND BALANCE - ENDING | \$ 15,400 |

Table 1. Allocation of Maximum Annual Debt Service to Lots in Phases 6, 6D-E, 7, 8A and 8A-1

| Lot Size | Lot Count | Assigned ERU | Total ERU | %ERU | MADS | MADS/Lot |
|-----------------|------------------|---------------------|------------------|----------------|------------------|-----------------|
| TH (23.5) | 178 | 0.47 | 83.66 | 22.06% | \$77,930 | \$438 |
| 40 | 68 | 0.80 | 54.40 | 14.34% | \$39,820 | \$586 |
| 50 | 186 | 1.00 | 186.00 | 49.04% | \$172,727 | \$929 |
| 60 | 46 | 1.20 | 55.20 | 14.55% | \$39,523 | \$859 |
| Total | 478 | | 379.26 | 100.00% | \$330,000 | |

MADS Assmt. per ERU - net \$ 929
MADS Assmt. per ERU - gross \$ 988
Total revenue - gross, if all is on the roll \$ 351,064

STATEMENT 7
UNION PARK EAST CDD
\$6,000,000 CAPITAL IMPROVEMENT REVENUE BONDS, SERIES 2017A-2
DEBT SERVICE REQUIREMENT

| Period Ending | Principal | Coupon | Interest | Debt Service /(a) | Annual Debt Service /(a) | Bonds Outstanding |
|---------------|---------------------|--------|---------------------|----------------------|-----------------------------|----------------------|
| 6/15/2017 | | | | | | 6,000,000 |
| 11/1/2017 | | 5.500% | 124,667 | 124,667 | 124,667 | 6,000,000 |
| 5/1/2018 | 280,000 | 5.500% | 165,000 | 165,000 | | 5,720,000 |
| 11/1/2018 | | 5.500% | 157,300 | 157,300 | 322,300 | 5,720,000 |
| 5/1/2019 | | 5.500% | 157,300 | 157,300 | | 5,720,000 |
| 11/1/2019 | | 5.500% | 157,300 | 157,300 | 314,600 | 5,720,000 |
| 5/1/2020 | | 5.500% | 157,300 | 157,300 | | 5,720,000 |
| 11/1/2020 | | 5.500% | 157,300 | 157,300 | 314,600 | 5,720,000 |
| 5/1/2021 | | 5.500% | 157,300 | 157,300 | | 5,720,000 |
| 11/1/2021 | | 5.500% | 157,300 | 157,300 | 314,600 | 5,720,000 |
| 5/1/2022 | | 5.500% | 157,300 | 157,300 | | 5,720,000 |
| 11/1/2022 | | 5.500% | 157,300 | 157,300 | 314,600 | 5,720,000 |
| 5/1/2023 | | 5.500% | 157,300 | 157,300 | | 5,720,000 |
| 11/1/2023 | | 5.500% | 157,300 | 157,300 | 314,600 | 5,720,000 |
| 5/1/2024 | | 5.500% | 157,300 | 157,300 | | 5,720,000 |
| 11/1/2024 | | 5.500% | 157,300 | 157,300 | 314,600 | 5,720,000 |
| 5/1/2025 | | 5.500% | 157,300 | 157,300 | | 5,720,000 |
| 11/1/2025 | | 5.500% | 157,300 | 157,300 | 314,600 | 5,720,000 |
| 5/1/2026 | | 5.500% | 157,300 | 157,300 | | 5,720,000 |
| 11/1/2026 | | 5.500% | 157,300 | 157,300 | 314,600 | 5,720,000 |
| 5/1/2027 | | 5.500% | 157,300 | 157,300 | | 5,720,000 |
| 11/1/2027 | | 5.500% | 157,300 | 157,300 | 314,600 | 5,720,000 |
| 5/1/2028 | | 5.500% | 157,300 | 157,300 | | 5,720,000 |
| 11/1/2028 | | 5.500% | 157,300 | 157,300 | 314,600 | 5,720,000 |
| 5/1/2029 | | 5.500% | 157,300 | 157,300 | | 5,720,000 |
| 11/1/2029 | 5,720,000 | 5.500% | 157,300 | 5,877,300 | 6,034,600 | - |
| Total | \$ 6,000,000 | | \$ 3,907,567 | \$ 9,627,567 | \$ 9,627,567 | |

Max annual ds: 322,300

Footnote:

(a) Data herein for the CDD's budgetary process purposes only.

STATEMENT 8
UNION PARK EAST CDD
\$4,325,000 CAPITAL IMPROVEMENT REVENUE BONDS, SERIES 2017A-3

| | BUDGET |
|--|----------------|
| REVENUE | |
| SPECIAL ASSESSMENTS - ON-ROLL/OFF ROLL (GROSS) | \$ 264,562 |
| FUND BALANCE FOREWARD | - |
| LESS: DISCOUNT ASSESSMENTS (4%) | (10,582) |
| TOTAL REVENUE | 253,979 |
| EXPENDITURES | |
| COUNTY - ASSESSMENT COLLECTION FEES (3.5%) | 5,291 |
| INTEREST EXPENSE | |
| 05/01/21 | 124,344 |
| 11/01/21 | 124,344 |
| PRINCIPAL RETIREMENT | |
| 11/01/21 | - |
| TOTAL EXPENDITURES | 253,979 |
| EXCESS OF REVENUE OVER (UNDER) EXPEND. | 0 |
| FUND BALANCE - BEGINNING | - |
| FUND BALANCE - ENDING | \$ 0 |

Table 1. Allocation of Maximum Annual Debt Service to Lots in Phases 6, 6D-E, 7, 8A and 8A-1

| Lot Size | Lot Count | Assigned ERU | Total ERU | %ERU | MADS | MADS/Lot |
|-----------------|------------------|-------------------------|------------------|----------------|------------------|-----------------|
| Futue TH | 102 | 0.47 | 47.94 | 15.17% | \$37,735 | \$370 |
| Future SF | 268 | 1.00 | 268.00 | 84.83% | \$210,953 | \$787 |
| Total | 370 | | 315.94 | 100.00% | \$248,688 | |

MADS Assmt. per ERU - net \$ 787
MADS Assmt. per ERU - gross \$ 837
Total revenue - gross, if all is on the roll \$ 264,562

STATEMENT 9
UNION PARK EAST CDD
\$4,325,000 CAPITAL IMPROVEMENT REVENUE BONDS, SERIES 2017A-3
DEBT SERVICE REQUIREMENT

| Period Ending | Principal | Coupon | Interest | Debt Service /(a) | Annual Debt Service /(a) | Bonds Outstanding |
|---------------|---------------------|--------|---------------------|----------------------|-----------------------------|----------------------|
| 6/15/2017 | | | | | | 4,325,000 |
| 11/1/2017 | | 5.750% | 93,949 | 93,949 | 93,949 | 4,325,000 |
| 5/1/2018 | | 5.750% | 124,344 | 124,344 | | 4,325,000 |
| 11/1/2018 | | 5.750% | 124,344 | 124,344 | 248,688 | 4,325,000 |
| 5/1/2019 | | 5.750% | 124,344 | 124,344 | | 4,325,000 |
| 11/1/2019 | | 5.750% | 124,344 | 124,344 | 248,688 | 4,325,000 |
| 5/1/2020 | | 5.750% | 124,344 | 124,344 | | 4,325,000 |
| 11/1/2020 | | 5.750% | 124,344 | 124,344 | 248,688 | 4,325,000 |
| 5/1/2021 | | 5.750% | 124,344 | 124,344 | | 4,325,000 |
| 11/1/2021 | | 5.750% | 124,344 | 124,344 | 248,688 | 4,325,000 |
| 5/1/2022 | | 5.750% | 124,344 | 124,344 | | 4,325,000 |
| 11/1/2022 | | 5.750% | 124,344 | 124,344 | 248,688 | 4,325,000 |
| 5/1/2023 | | 5.750% | 124,344 | 124,344 | | 4,325,000 |
| 11/1/2023 | | 5.750% | 124,344 | 124,344 | 248,688 | 4,325,000 |
| 5/1/2024 | | 5.750% | 124,344 | 124,344 | | 4,325,000 |
| 11/1/2024 | | 5.750% | 124,344 | 124,344 | 248,688 | 4,325,000 |
| 5/1/2025 | | 5.750% | 124,344 | 124,344 | | 4,325,000 |
| 11/1/2025 | | 5.750% | 124,344 | 124,344 | 248,688 | 4,325,000 |
| 5/1/2026 | | 5.750% | 124,344 | 124,344 | | 4,325,000 |
| 11/1/2026 | | 5.750% | 124,344 | 124,344 | 248,688 | 4,325,000 |
| 5/1/2027 | | 5.750% | 124,344 | 124,344 | | 4,325,000 |
| 11/1/2027 | | 5.750% | 124,344 | 124,344 | 248,688 | 4,325,000 |
| 5/1/2028 | | 5.750% | 124,344 | 124,344 | | 4,325,000 |
| 11/1/2028 | | 5.750% | 124,344 | 124,344 | 248,688 | 4,325,000 |
| 5/1/2029 | | 5.750% | 124,344 | 124,344 | | 4,325,000 |
| 11/1/2029 | 4,325,000 | 5.750% | 124,344 | 4,449,344 | 4,573,688 | - |
| Total | \$ 4,325,000 | | \$ 3,078,199 | \$ 7,403,199 | \$ 7,403,199 | |

Max annual ds: 248,688

Footnote:

(a) Data herein for the CDD's budgetary process purposes only.

STATEMENT 10
UNION PARK EAST CDD
\$5,265,000 CAPITAL IMPROVEMENT REVENUE BONDS, SERIES 2019A-1

| | BUDGET |
|--|-----------------|
| REVENUE | |
| SPECIAL ASSESSMENTS - ON-ROLL/OFF ROLL (GROSS) | \$ 367,646 |
| FUND BALANCE FOREWARD | - |
| LESS: DISCOUNT ASSESSMENTS (4%) | (14,706) |
| TOTAL REVENUE | 352,940 |
| EXPENDITURES | |
| COUNTY - ASSESSMENT COLLECTION FEES (3.5%) | 7,353 |
| INTEREST EXPENSE | |
| 05/01/21 | 127,788 |
| 11/01/21 | 127,788 |
| PRINCIPAL RETIREMENT | |
| 11/01/21 | 85,000 |
| TOTAL EXPENDITURES | 347,928 |
| EXCESS OF REVENUE OVER (UNDER) EXPEND. | 5,013 |
| FUND BALANCE - BEGINNING | - |
| FUND BALANCE - ENDING | \$ 5,013 |

Table 1. Allocation of Maximum Annual Debt Service to Lots in Phases 7B, 8B, 8C and 8D.

| Lot Size | Lot Count | Assigned ERU | Total ERU | %ERU | MADS | MADS/Lot |
|--------------|------------|--------------|---------------|----------------|----------------|------------|
| TH | 102 | 0.47 | 47.94 | 17.49% | \$60,434 | \$592.49 |
| 40' | 103 | 0.80 | 82.40 | 30.06% | \$103,875 | \$1,008.50 |
| 50' | 103 | 1.00 | 103.00 | 37.57% | \$129,844 | \$1,260.62 |
| 60' | 34 | 1.20 | 40.80 | 14.88% | \$51,433 | \$1,512.75 |
| Total | 342 | | 274.14 | 100.00% | 345,588 | |

MADS Assmt. per ERU - net \$ 1,261
MADS Assmt. per ERU - gross \$ 1,341
Total revenue - gross, if all is on the roll \$ 367,646

STATEMENT 11
UNION PARK EAST CDD
\$5,265,000 CAPITAL IMPROVEMENT REVENUE BONDS, SERIES 2019A-1
DEBT SERVICE REQUIREMENT

| Period Ending | Principal | Coupon | Interest | Debt Service / (a) | Annual Debt Service / (a) | Bonds Outstanding |
|---------------|-----------|--------|----------|--------------------|---------------------------|-------------------|
| 4/30/2019 | | | | | | 5,265,000 |
| 11/1/2019 | | 4.125% | 130,260 | 130,260 | 130,260 | 5,265,000 |
| 5/1/2020 | | 4.125% | 129,541 | 129,541 | | 5,265,000 |
| 11/1/2020 | 85,000 | 4.125% | 129,541 | 214,541 | 344,081 | 5,180,000 |
| 5/1/2021 | | 4.125% | 127,788 | 127,788 | | 5,180,000 |
| 11/1/2021 | 85,000 | 4.125% | 127,788 | 212,788 | 340,575 | 5,095,000 |
| 5/1/2022 | | 4.125% | 126,034 | 126,034 | | 5,095,000 |
| 11/1/2022 | 90,000 | 4.125% | 126,034 | 216,034 | 342,069 | 5,005,000 |
| 5/1/2023 | | 4.125% | 124,178 | 124,178 | | 5,005,000 |
| 11/1/2023 | 95,000 | 4.125% | 124,178 | 219,178 | 343,356 | 4,910,000 |
| 5/1/2024 | | 4.125% | 122,219 | 122,219 | | 4,910,000 |
| 11/1/2024 | 100,000 | 4.125% | 122,219 | 222,219 | 344,438 | 4,810,000 |
| 5/1/2025 | | 4.125% | 120,156 | 120,156 | | 4,810,000 |
| 11/1/2025 | 105,000 | 4.500% | 120,156 | 225,156 | 345,313 | 4,705,000 |
| 5/1/2026 | | 4.500% | 117,794 | 117,794 | | 4,705,000 |
| 11/1/2026 | 110,000 | 4.500% | 117,794 | 227,794 | 345,588 | 4,595,000 |
| 5/1/2027 | | 4.500% | 115,319 | 115,319 | | 4,595,000 |
| 11/1/2027 | 110,000 | 4.500% | 115,319 | 225,319 | 340,638 | 4,485,000 |
| 5/1/2028 | | 4.500% | 112,844 | 112,844 | | 4,485,000 |
| 11/1/2028 | 115,000 | 4.500% | 112,844 | 227,844 | 340,688 | 4,370,000 |
| 5/1/2029 | | 4.500% | 110,256 | 110,256 | | 4,370,000 |
| 11/1/2029 | 125,000 | 4.500% | 110,256 | 235,256 | 345,513 | 4,245,000 |
| 5/1/2030 | | 4.500% | 107,444 | 107,444 | | 4,245,000 |
| 11/1/2030 | 130,000 | 4.500% | 107,444 | 237,444 | 344,888 | 4,115,000 |
| 5/1/2031 | | 4.500% | 104,519 | 104,519 | | 4,115,000 |
| 11/1/2031 | 135,000 | 5.000% | 104,519 | 239,519 | 344,038 | 3,980,000 |
| 5/1/2032 | | 5.000% | 101,144 | 101,144 | | 3,980,000 |
| 11/1/2032 | 140,000 | 5.000% | 101,144 | 241,144 | 342,288 | 3,840,000 |
| 5/1/2033 | | 5.000% | 97,644 | 97,644 | | 3,840,000 |
| 11/1/2033 | 150,000 | 5.000% | 97,644 | 247,644 | 345,288 | 3,690,000 |
| 5/1/2034 | | 5.000% | 93,894 | 93,894 | | 3,690,000 |
| 11/1/2034 | 155,000 | 5.000% | 93,894 | 248,894 | 342,788 | 3,535,000 |
| 5/1/2035 | | 5.000% | 90,019 | 90,019 | | 3,535,000 |
| 11/1/2035 | 165,000 | 5.000% | 90,019 | 255,019 | 345,038 | 3,370,000 |
| 5/1/2036 | | 5.000% | 85,894 | 85,894 | | 3,370,000 |
| 11/1/2036 | 170,000 | 5.000% | 85,894 | 255,894 | 341,788 | 3,200,000 |
| 5/1/2037 | | 5.000% | 81,644 | 81,644 | | 3,200,000 |

STATEMENT 11
UNION PARK EAST CDD
\$5,265,000 CAPITAL IMPROVEMENT REVENUE BONDS, SERIES 2019A-1
DEBT SERVICE REQUIREMENT

| Period Ending | Principal | Coupon | Interest | Debt Service /(a) | Annual Debt Service /(a) | Bonds Outstanding |
|----------------------|---------------------|---------------|---------------------|------------------------------|-------------------------------------|------------------------------|
| 11/1/2037 | 180,000 | 5.000% | 81,644 | 261,644 | 343,288 | 3,020,000 |
| 5/1/2038 | | 5.000% | 77,144 | 77,144 | | 3,020,000 |
| 11/1/2038 | 190,000 | 5.000% | 77,144 | 267,144 | 344,288 | 2,830,000 |
| 5/1/2039 | | 5.000% | 72,394 | 72,394 | | 2,830,000 |
| 11/1/2039 | 200,000 | 5.000% | 72,394 | 272,394 | 344,788 | 2,630,000 |
| 5/1/2040 | | 5.000% | 67,394 | 67,394 | | 2,630,000 |
| 11/1/2040 | 210,000 | 5.125% | 67,394 | 277,394 | 344,788 | 2,420,000 |
| 5/1/2041 | | 5.125% | 62,013 | 62,013 | | 2,420,000 |
| 11/1/2041 | 220,000 | 5.125% | 62,013 | 282,013 | 344,025 | 2,200,000 |
| 5/1/2042 | | 5.125% | 56,375 | 56,375 | | 2,200,000 |
| 11/1/2042 | 230,000 | 5.125% | 56,375 | 286,375 | 342,750 | 1,970,000 |
| 5/1/2043 | | 5.125% | 50,481 | 50,481 | | 1,970,000 |
| 11/1/2043 | 240,000 | 5.125% | 50,481 | 290,481 | 340,963 | 1,730,000 |
| 5/1/2044 | | 5.125% | 44,331 | 44,331 | | 1,730,000 |
| 11/1/2044 | 255,000 | 5.125% | 44,331 | 299,331 | 343,663 | 1,475,000 |
| 5/1/2045 | | 5.125% | 37,797 | 37,797 | | 1,475,000 |
| 11/1/2045 | 265,000 | 5.125% | 37,797 | 302,797 | 340,594 | 1,210,000 |
| 5/1/2046 | | 5.125% | 31,006 | 31,006 | | 1,210,000 |
| 11/1/2046 | 280,000 | 5.125% | 31,006 | 311,006 | 342,013 | 930,000 |
| 5/1/2047 | | 5.125% | 23,831 | 23,831 | | 930,000 |
| 11/1/2047 | 295,000 | 5.125% | 23,831 | 318,831 | 342,663 | 635,000 |
| 5/1/2048 | | 5.125% | 16,272 | 16,272 | | 635,000 |
| 11/1/2048 | 310,000 | 5.125% | 16,272 | 326,272 | 342,544 | 325,000 |
| 5/1/2049 | | 5.125% | 8,328 | 8,328 | | 325,000 |
| 11/1/2049 | 325,000 | 5.125% | 8,328 | 333,328 | 341,656 | - |
| Total | \$ 5,265,000 | | \$ 5,161,648 | \$ 10,426,648 | \$ 10,426,648 | |

Max annual ds: 345,588

Footnote:

(a) Data herein for the CDD's budgetary process purposes only.

STATEMENT 12
UNION PARK EAST CDD
\$5,085,000 CAPITAL IMPROVEMENT REVENUE BONDS, SERIES 2019A-2

| | BUDGET |
|--|----------------|
| REVENUE | |
| SPECIAL ASSESSMENTS - ON-ROLL/OFF ROLL (GROSS) | \$ 284,003 |
| FUND BALANCE FOREWARD | - |
| LESS: DISCOUNT ASSESSMENTS (4%) | (11,360) |
| TOTAL REVENUE | 272,643 |
| EXPENDITURES | |
| COUNTY - ASSESSMENT COLLECTION FEES (3.5%) | 5,680 |
| INTEREST EXPENSE | |
| 05/01/21 | 133,481 |
| 11/01/21 | 133,481 |
| PRINCIPAL RETIREMENT | |
| 11/01/21 | - |
| TOTAL EXPENDITURES | 272,643 |
| EXCESS OF REVENUE OVER (UNDER) EXPEND. | - |
| FUND BALANCE - BEGINNING | - |
| FUND BALANCE - ENDING | \$ - |

Table 1. Allocation of Maximum Annual Debt Service to Lots in Phases 6, 6D-E, 7, 8A and 8A-1

| Lot Size | Lot Count | Assigned ERU | Total ERU | %ERU | MADS | MADS/Lot |
|--------------|------------|--------------|---------------|----------------|----------------|----------|
| Futue TH | 102 | 0.47 | 47.94 | 15.17% | \$40,508 | \$397 |
| Future SF | 268 | 1.00 | 268.00 | 84.83% | \$226,454 | \$845 |
| Total | 370 | | 315.94 | 100.00% | 266,963 | |

MADS Assmt. per ERU - net \$ 845
MADS Assmt. per ERU - gross \$ 899
Total revenue - gross, if all is on the roll \$ 284,003

STATEMENT 13
UNION PARK EAST CDD
\$5,085,000 CAPITAL IMPROVEMENT REVENUE BONDS, SERIES 2019A-2
DEBT SERVICE REQUIREMENT

| Period Ending | Principal | Coupon | Interest | Debt Service /(a) | Annual Debt Service /(a) | Bonds Outstanding |
|---------------|---------------------|--------|---------------------|----------------------|-----------------------------|----------------------|
| 4/30/2019 | | | | | | 5,085,000 |
| 11/1/2019 | | 5.250% | 134,223 | 134,223 | 134,223 | 5,085,000 |
| 5/1/2020 | | 5.250% | 133,481 | 133,481 | | 5,085,000 |
| 11/1/2020 | | 5.250% | 133,481 | 133,481 | 266,963 | 5,085,000 |
| 5/1/2021 | | 5.250% | 133,481 | 133,481 | | 5,085,000 |
| 11/1/2021 | | 5.250% | 133,481 | 133,481 | 266,963 | 5,085,000 |
| 5/1/2022 | | 5.250% | 133,481 | 133,481 | | 5,085,000 |
| 11/1/2022 | | 5.250% | 133,481 | 133,481 | 266,963 | 5,085,000 |
| 5/1/2023 | | 5.250% | 133,481 | 133,481 | | 5,085,000 |
| 11/1/2023 | | 5.250% | 133,481 | 133,481 | 266,963 | 5,085,000 |
| 5/1/2024 | | 5.250% | 133,481 | 133,481 | | 5,085,000 |
| 11/1/2024 | | 5.250% | 133,481 | 133,481 | 266,963 | 5,085,000 |
| 5/1/2025 | | 5.250% | 133,481 | 133,481 | | 5,085,000 |
| 11/1/2025 | | 5.250% | 133,481 | 133,481 | 266,963 | 5,085,000 |
| 5/1/2026 | | 5.250% | 133,481 | 133,481 | | 5,085,000 |
| 11/1/2026 | | 5.250% | 133,481 | 133,481 | 266,963 | 5,085,000 |
| 5/1/2027 | | 5.250% | 133,481 | 133,481 | | 5,085,000 |
| 11/1/2027 | | 5.250% | 133,481 | 133,481 | 266,963 | 5,085,000 |
| 5/1/2028 | | 5.250% | 133,481 | 133,481 | | 5,085,000 |
| 11/1/2028 | | 5.250% | 133,481 | 133,481 | 266,963 | 5,085,000 |
| 5/1/2029 | | 5.250% | 133,481 | 133,481 | | 5,085,000 |
| 11/1/2029 | | 5.250% | 133,481 | 133,481 | 266,963 | 5,085,000 |
| 5/1/2030 | | 5.250% | 133,481 | 133,481 | | 5,085,000 |
| 11/1/2030 | | 5.250% | 133,481 | 133,481 | 266,963 | 5,085,000 |
| 5/1/2031 | | 5.250% | 133,481 | 133,481 | | 5,085,000 |
| 11/1/2031 | | 5.250% | 133,481 | 133,481 | 266,963 | 5,085,000 |
| 5/1/2032 | | 5.250% | 133,481 | 133,481 | | 5,085,000 |
| 11/1/2032 | 5,085,000 | 5.250% | 133,481 | 5,218,481 | 5,351,963 | - |
| Total | \$ 5,085,000 | | \$ 3,604,735 | \$ 8,689,735 | \$ 8,689,735 | |

Max annual ds: 266,963

Footnote:

(a) Data herein for the CDD's budgetary process purposes only.

EXHIBIT 3.

RESOLUTION 2020-09

A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE UNION PARK EAST COMMUNITY DEVELOPMENT DISTRICT APPROVING A PROPOSED OPERATION AND MAINTENANCE BUDGET FOR FISCAL YEAR 2020/2021; SETTING A PUBLIC HEARING THEREON PURSUANT TO FLORIDA LAW; ADDRESSING TRANSMITTAL, POSTING, AND PUBLICATION REQUIREMENTS; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, the District Manager prepared and submitted to the Board of Supervisors (“**Board**”) of the Union Park East Community Development District (“**District**”) prior to June 15, 2020 a proposed operation and maintenance budget for the fiscal year beginning October 1, 2020 and ending September 30, 2021 (“**Proposed Budget**”); and

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

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

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

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

DATE: August 5, 2020
HOUR: 6:00 p.m.
LOCATION*: Hilton Garden Inn
26640 Silver Maple Parkway
Wesley Chapel, FL

**Please note that pursuant to Governor DeSantis’ Executive Order 20-69 (as extended by Executive Orders 20-112, 20-123 and as it may be further extended or amended) relating to the COVID-19 public health emergency and to protect the public and follow the CDC guidance regarding social distancing, such public hearing and meeting may be held telephonically or virtually. Please check on the District’s website for the latest information: <https://www.unionparkeastcdd.org/>.*

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

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

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

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

PASSED AND ADOPTED ON JUNE 3, 2020.

Attest:

**Union Park East Community
Development District**

Print Name: _____
Secretary / Assistant Secretary

Michael Lawson
Chair of the Board of Supervisors

Exhibit A: Proposed Budget for Fiscal Year 2020/2021

EXHIBIT 4.

Florida Fountains & Equipment, LLC.

17252 Alico Center Rd, Ste 2
Fort Myers, FL 33967

(239) 567-3030

admin@flfountains.com

Proposal

| Date | Proposal # |
|-----------|------------|
| 3/16/2020 | 2020-11207 |

Prepared For:

DPFG
15310 Amberly Drive
Tampa, FL 33647

813-418-7473 EXT 4303

paul.cusmano@dpfg.com



Project

UnionParkEastCDD#1

| Description | Qty | Rate | Total |
|---|-------------------------|-----------------|-----------------|
| <p>This is a LABOR ONLY motor change proposal to Union Park East CDD from Florida Fountains & Equipment. Our techs were onsite 3/13/20 to diagnose a down fountain by the Sales Center, reported by Ryan Z, when they found the 5hp motor and pump in Lake #1 to be stripped. This fountain was installed 1/28/19 and carried a 3 year warranty.</p> <p>Proposal is to pull fountain to lake side, dis-assemble pump and motor, install new 5HP/230V/1P motor and 5hp 300GPM pump, position fountain back into lake, and test run.</p> <p>Warranty: This fountain's pump and motor combo is covered until 1/28/22</p> <p>With every new motor replacement we highly recommend installing a brand new start box at the same time. Having all these components match up in age prevents an old or weakened start box to negatively affect the performance of a new motor or drastically shorten its lifespan</p> <p>5 HP Start Box Surtax Adjustment for Florida County Sales</p> <p>If approved, please sign and send to Sean at office@flfountains.com</p> <p>_____ Sign & Date</p> | 1 | 500.00 | 500.00 |
| | 1 | 239.00 1.00% | 239.00T 2.39 |
| We look forward to working with you! | Subtotal | | \$741.39 |
| | Sales Tax (6.0%) | | \$14.34 |
| | Total | | \$755.73 |



Nature Coast Poop 911
 Elizabeth Henderson
 9376 Merriweather Dr
 Weeki Wachee, FL 34613
 (813) 785 – 9327
 Naturecoast@Poop911.com

Union Park East CDD

Proposal for maintenance of 10 pet waste stations

| | | |
|---|------------------------------|----------|
| Monthly Billing (Proposal) – 3/12/2020 | | |
| Weekly Maintenance – 10 stations with 1,000 bags annually (\$6.95 each station) | | \$299.99 |
| Weekly maintenance pricing includes: -Waste removal, can liner replaced, pick up bags re-filled if needed (flat or rolled) -Use of dumpster in community for disposal of weekly waste bags | Total Amount Due Monthly: | \$299.99 |

Signature: *[Signature]* Chairman

Date: 4-8-20

Signature: Elizabeth Henderson

Date: 4-8-2020

Competitive Pricing That Fits Your Budget

We are committed to fulfilling the specific landscape needs of Union Park East Phases 7 & 8 while providing the service you expect at a price point that fits your budget. Pricing below is an estimated maintenance cost based on construction plans provided. Price is subject to change as installation is completed.

| <u>SERVICE DESCRIPTION</u> | <u>MONTHLY</u> | <u>YEARLY</u> |
|---|-----------------------|----------------------|
| Base Management | \$ 2,916.00 | \$ 34,992.00 |
| • Mowing, Weeding, Edging | | |
| • Blowing Debris | | |
| • Bed Weed Control | | |
| • Shrubs and Groundcover Pruning | | |
| • Turf Fertilization | | |
| • Turf Insect Control | | |
| • Turf Weed Control | | |
| • Shrub and Groundcover Fertilization | | |
| • Shrub and Groundcover Insect Control | | |
| Irrigation Inspection..... | \$ 330.00 | \$ 3,960.00 |
| • Monthly check and adjust all zones | | |
| • Monthly cleaning irrigation heads | | |
| • Monthly Irrigation report | | |
| Pine Straw Installation...(100 bales, 1app/year)..... | \$ 110.00 | \$ 1,320.00 |
| TOTAL BASE SERVICE..... | \$ 3,356.00 | \$ 40,272.00 |

**AMENDMENT #2 TO LANDSCAPE MAINTENANCE AGREEMENT BETWEEN
UNION PARK EAST COMMUNITY DEVELOPMENT DISTRICT AND BRIGHTVIEW LANDSCAPE
SERVICES INC.**

This Amendment ("Amendment") is entered into as of April 1, 2020 between Union Park East Community Development District and Brightview Landscape Services Inc..

WHEREAS, Union Park East Community Development District and Brightview Landscape Services Inc. entered into a Landscape Maintenance Agreement dated 7/13/2018

WHEREAS, Union Park East Community Development District and Brightview Landscape Services Inc. desire to renew the Term of the Agreement pursuant to the terms of this Amendment.

NOW THEREFORE, in consideration of the mutual covenants contained herein, Union Park East Community Development District and Brightview Landscape Services Inc. desire to amend the Agreement as follows:

1. **TERM:** The Parties agree that the Agreement shall be extended from its initial term to the new end date on 6/30/2020. Every successive one-year periods from the initial term shall be considered a "Renewal Term".
2. **PAYMENT:** (SELECT ONE OPTION ONLY)

☐ As of the effective date of this Amendment, the Service Fee shall be increased by select the percentage%.

☒ As of the effective date of this Amendment, the Service Fee shall be increased to \$10,972.75 per month.

This Amendment does not, and shall not be construed to; modify any term or condition of the Agreement other than those specific terms and conditions expressly referenced herein. Capitalized terms not otherwise defined herein shall be as defined in the Agreement. In all other respects, the Agreement shall remain in full force and effect. In the event of any inconsistency or discrepancy between the Agreement and this Amendment, the terms and conditions set forth in this Amendment shall control. This Amendment may be executed in multiple counterparts, each of which shall be deemed an original, but all of which together shall constitute one and the same document.

IN WITNESS WHEREOF, the parties hereto have executed this Amendment as of the date written above.

Union Park East Community Development District

Brightview Landscape Services, Inc.

By: [Signature]

By: Paul Richau

Title: Chairman

Title: General manager, Brightview Landscape


Date: 4-22-20

Date: April 23, 2020

Phases 7&8

Write a description for your map.

Legend

 Phases 7&8



Proposal for Extra Work at Union Park East CDD

| | | | |
|---------------------|--|-----------------|---|
| Property Name | Union Park East CDD | Contact | Anderson Davis |
| Property Address | 1 Union Park Blvd Wesley Chapel, FL 33543 | To | Union Park East CDD c/o DPFG |
| | | Billing Address | 250 International Pkwy Ste 280 Lake Mary, FL 32746 |
| Project Name | Union Park East CDD c/o DPFG | | |
| Project Description | 3" main line repair | | |

Scope of Work

Repair 3" mainline at tee entrance side by bridge down by pond

| QTY | UoM/Size | Material/Description |
|------|----------|---|
| 1.00 | EACH | PVC Repair - Mainline 3" (Time and Materials Not to Exceed) |

For internal use only

SO# 7193763
JOB# 342200179
Service Line 150

Total Price \$588.50

THIS IS NOT AN INVOICE

This proposal is valid for 60 days unless otherwise approved by BrightView Landscape Services, Inc.
26642 Wild Fern Circle, Lutz, FL 33559 ph. (813) 994-2309 fax (813) 973-3293

TERMS & CONDITIONS

1. The Contractor shall recognize and perform in accordance with written terms, written specifications and drawings only, contained or referred to herein. All materials shall conform to bid specifications.
2. **Work Force:** Contractor shall designate a qualified representative with experience in landscape maintenance/construction upgrades or when applicable in tree management. The workforce shall be competent and qualified, and shall be legally authorized to work in the U.S.
3. **License and Permits:** Contractor shall maintain a Landscape Contractor's license, if required by State or local law, and will comply with all other license and permit requirements of the City, State and Federal Governments, as well as all other requirements of law.
4. **Taxes:** Contractor agrees to pay all applicable taxes, including sales tax where applicable on material supplied.
5. **Insurance:** Contractor agrees to provide General Liability Insurance, Automotive Liability Insurance, Worker's Compensation Insurance, and any other insurance required by law or Client/Owner, as specified in writing prior to commencement of work. If not specified, Contractor will furnish insurance with \$1,000,000 limit of liability.
6. **Liability:** Contractor shall indemnify the Client/Owner and its agents and employees from and against any third party liabilities that arise out of Contractor's work to the extent such liabilities are adjudicated to have been caused by Contractor's negligence or willful misconduct. Contractor shall not be liable for any damage that occurs from Acts of God are defined as those caused by windstorm, hail, fire, flood, earthquake, hurricane and freezing, etc. Under these circumstances, Contractor shall have the right to renegotiate the terms and prices of this agreement within sixty (60) days. Any illegal trespass, claims and/or damages resulting from work requested that is not on property owned by Client/Owner or not under Client/Owner management and control shall be the sole responsibility of the Client/Owner.
7. **Subcontractors:** Contractor reserves the right to hire qualified subcontractors to perform specialized functions or work requiring specialized equipment.
8. **Additional Services:** Any additional work not shown in the above specifications involving extra costs will be executed only upon signed written orders, and will become an extra charge over and above the estimate.
9. **Access to Jobsite:** Client/Owner shall provide all utilities to perform the work. Client/Owner shall furnish access to all parts of jobsite where Contractor is to perform work as required by the Contract or other functions related thereto, during normal business hours and other reasonable periods of time. Contractor will perform the work as reasonably practical after the owner makes the site available for performance of the work.
10. **Invoicing:** Client/Owner shall make payment to Contractor within fifteen (15) days upon receipt of invoice. In the event the schedule for the completion of the work shall require more than thirty (30) days, a progress bill will be presented by month end and shall be paid within fifteen (15) days upon receipt of invoice.
11. **Termination:** This Work Order may be terminated by the either party with or without cause, upon seven (7) work days advance written notice. Client/Owner will be required to pay for all materials purchased and work completed to the date of termination and reasonable charges incurred in demobilizing.
12. **Assignment:** The Owner/Client and the Contractor respectively, bind themselves, their partners, successors, assignees and legal representative to the other party with respect to all covenants of this Agreement. Neither the Owner/Client nor the Contractor shall assign or transfer any interest in this Agreement without the written consent of the other provided, however, that consent shall not be required to assign this Agreement to any company which controls, is controlled by, or is under common control with Contractor or in connection with assignment to an affiliate or pursuant to a merger, sale of all or substantially all of its assets or equity securities, consolidation, change of control or corporate reorganization.
13. **Disclaimer:** This proposal was estimated and priced based upon a site visit and visual inspection from ground level using ordinary means, at or about the time this proposal was prepared. The price quoted in this proposal for the work described, is the result of that ground level visual inspection and therefore our company will not be liable for any additional costs or damages for additional work not described herein, or liable for any incidents/accidents resulting from conditions, that were not ascertainable by said ground level visual inspection by ordinary means at the time said inspection was performed. Contractor cannot be held responsible for unknown or otherwise hidden defects. Any corrective work proposed herein cannot guarantee exact results. Professional engineering, architectural, and/or landscape design services ("Design Services") are not included in this Agreement and shall not be provided by the Contractor. Any design defects in the Contract Documents are the sole responsibility of the Owner. If the Client/Owner must engage a licensed engineer, architect and/or landscape design professional, any costs concerning these Design Services are to be paid by the Client/Owner directly to the designer involved.

14. **Cancellation:** Notice of Cancellation of work must be received in writing before the crew is dispatched to their location or Client/Owner will be liable for a minimum travel charge of \$150.00 and billed to Client/Owner.

The following sections shall apply where Contractor provides Customer with tree care services:

15. **Tree & Stump Removal:** Trees removed will be cut as close to the ground as possible based on conditions to or next to the bottom of the tree trunk. Additional charges will be levied for unseen hazards such as, but not limited to concrete brick filled trunks, metal rods, etc. If requested mechanical grinding of visible tree stump will be done to a defined width and depth below ground level at an additional charge to the Client/Owner. Defined backfill and landscape material may be specified. Client/Owner shall be responsible for contacting Underground Service Alert to locate underground utility lines prior to start of work. Contractor is not responsible damage done to underground utilities such as but not limited to, cables, wires, pipes, and irrigation parts. Contractor will repair damaged irrigation lines at the Client/Owner's expense.
16. **Waiver of Liability:** Requests for crown thinning in excess of twenty-five percent (25%) or work not in accordance with ISA (international Society of Arboricultural) standards will require a signed waiver of liability.

Acceptance of this Contract

Contractor is authorized to perform the work stated on the face of this Contract. Payment will be 100% due at time of billing. If payment has not been received by BrightView within fifteen (15) days after billing, BrightView shall be entitled to all costs of collection, including reasonable attorneys' fees and it shall be relieved of any obligation to continue performance under this or any other Contract with Client/Owner. Interest at a per annum rate of 1.5% per month (18% per year), or the highest rate permitted by law, may be charged on unpaid balance 30 days after billing.

NOTICE: FAILURE TO MAKE PAYMENT WHEN DUE FOR COMPLETED WORK ON CONSTRUCTION JOBS, MAY RESULT IN A MECHANIC'S LIEN ON THE TITLE TO YOUR PROPERTY

Customer

PM

| | |
|-----------|-------|
| Signature | Title |
|-----------|-------|

Anderson Davis

April 17, 2020

| | |
|--------------|------|
| Printed Name | Date |
|--------------|------|

BrightView Landscape Services, Inc. "BrightView"

Account Manager, Senior

| | |
|-----------|-------|
| Signature | Title |
|-----------|-------|

Roy Elliot Harris

April 17, 2020

| | |
|--------------|------|
| Printed Name | Date |
|--------------|------|

Job #: 342200179

Proposed Price: \$588.50

SO # 7193763



Lore_Yeira

From: Tonya_Elliott-Moore
Sent: Monday, April 27, 2020 4:50 PM
To: Mike Lawson
Cc: Ken_Joines; Lore_Yeira; Anderson_Davis
Subject: RE: Union Park East Irrigation

Thank you. Lore, please process.

Tonya Elliott Moore
District Manager



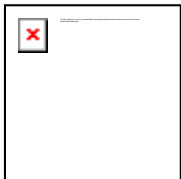
15310 Amberly Drive Suite 175
Tampa, FL 33647
Phone: 813-374-9104 Ext 4301
Email: Tonya.Elliott-Moore@dpfg.com
Website: www.dpfg.com

BOARD SUPERVISORS - TO AVOID A POTENTIAL SUNSHINE LAW VIOLATION, PLEASE DO NOT "REPLY TO ALL" TO THIS E-MAIL - IF YOU HAVE QUESTIONS OR COMMENTS, PLEASE DIRECT THEM TO THE SENDING PARTY ONLY

The information contained in this email transmission is privileged and confidential information intended only for the review and use of the individual or entity named above. If the reader of this message is not the intended recipient, you are hereby notified that any unauthorized dissemination, distribution, use or copying of this communication is strictly prohibited. If you have received this communication in error, please immediately notify us by telephone. Thank you.

From: Mike Lawson
Sent: Monday, April 27, 2020 4:52 PM
To: Tonya_Elliott-Moore
Cc: Ken_Joines ; Lore_Yeira ; Anderson_Davis
Subject: RE: Union Park East Irrigation

Ok to pay. Please apply to Landscape Maintenance



Mike Lawson | Managing Director, Operations
METRO DEVELOPMENT GROUP
2502 N. Rocky Point Drive | Ste 1050 | Tampa, FL 33607
office: 813.288.8078 | mobile: 813.843.3875
mike@MetroDevelopmentGroup.com
MetroDevelopmentGroup.com | MetroPlaces.com

From: Tonya_Elliott-Moore <tonya.elliott-moore@dpfg.com>
Sent: Monday, April 27, 2020 3:08 PM
To: Mike Lawson <Mike@metroddg.com>
Cc: Ken_Joines <ken.joines@dpfg.com>; Lore_Yeira <lore.yeira@dpfg.com>; Anderson_Davis <anderson.davis@dpfg.com>
Subject: Union Park East Irrigation

Mike,

This requires your approval as irrigation repairs were as needed and not budgeted. We plan that overall budget savings in other line items should be able to potentially cover the \$588.50 needed to repair the 3 inch irrigation repair to the mainline at the tee entrance side over by the bridge down by the pond. Please let us know if this is approved so we can authorize the vendor to complete the work. Thank you - Tonya

**STATEMENT 1
 UNION PARK EAST COMMUNITY DEVELOPMENT DISTRICT
 FY 2020 ADOPTED BUDGET - GENERAL FUND (O&M)**

| | FY 2017 ACTUAL | FY 2018 ACTUAL | FY 2019 ADOPTED | FY 2019 YTD MARCH | FY 2020 ADOPTED | VARIANCE FY 2019-2020 |
|--|-------------------|-------------------|--------------------|----------------------|--------------------|--------------------------|
| PHYSICAL ENVIRONMENT EXPENDITURES | | | | | | |
| COMPREHENSIVE FIELD TECH SERVICES | 34,100 | | 11,680 | - | 10,019 | (1,661) |
| FIELD TRAVEL | - | 336 | - | 835 | - | - |
| STREETPOLE LIGHTING | - | - | 63,000 | - | 62,880 | (120) |
| ELECTRICITY (IRRIGATION & POND PUMPS) | - | 252 | 4,200 | 892 | 9,600 | 5,400 |
| WATER | - | - | - | - | - | - |
| LANDSCAPING MAINTENANCE | - | 15,156 | 8,200 | 41,300 | 201,800 | 193,600 |
| LANDSCAPING MAINTENANCE - Phases 7 & 8 | - | - | 28,000 | 14,675 | - | (28,000) |
| IRRIGATION MAINTENANCE | - | 550 | - | 1,535 | - | - |
| POND MAINTENANCE | - | 16,530 | 12,000 | 33,150 | 25,200 | 13,200 |
| PET WASTE REMOVAL | - | - | 1,335 | - | 5,340 | 4,005 |
| RUST CONTROL | - | - | - | - | 13,200 | 13,200 |
| TOTAL PHYSICAL ENVIRONMENT EXPENDITURES | 34,100 | 32,824 | 128,415 | 92,387 | 328,039 | 199,624 |

Tonya Elliott Moore
 District Manager



15310 Amberly Drive Suite 175
 Tampa, FL 33647
 Phone: 813-374-9104 Ext 4301
 Email: Tonya.Elliott-Moore@dpfg.com
 Website: www.dpfg.com

BOARD SUPERVISORS - TO AVOID A POTENTIAL SUNSHINE LAW VIOLATION, PLEASE DO NOT "REPLY TO ALL" TO THIS E-MAIL - IF YOU HAVE QUESTIONS OR COMMENTS, PLEASE DIRECT THEM TO THE SENDING PARTY ONLY

The information contained in this email transmission is privileged and confidential information intended only for the review and use of the individual or entity named above. If the reader of this message is not the intended recipient, you are hereby notified that any unauthorized dissemination, distribution, use or copying of this communication is strictly prohibited. If you have received this communication in error, please immediately notify us by telephone. Thank you.

PO Box 6291
Sun City Center, FL
33571

| | |
|----------|------------|
| Date | Estimate # |
| 5/5/2020 | 21 |

| Name / Address |
|-------------------------------|
| Union Park East Wesley Chapel |

| |
|---------|
| Project |
| |

[illegible]

H2 Pool Services

PO Box 6291

Sun City Center, FL


33571

Estimate

| Date | Estimate # |
|----------|------------|
| 5/5/2020 | 21 |

| |
|-------------------------------|
| Name / Address |
| Union Park East Wesley Chapel |

| |
|---------|
| Project |
| |

| Description | Qty | Rate | Total |
|---|-----|--------|----------|
| Cleaning involved at the amenity includes a powerwash with stronger sanitization solution, Sanitization of Loungers, Sanitization of tables and chairs, entry gates, all handles and garbage receptacles. | | 800.00 | 800.00 |
| Additional PPE | | 70.00 | 70.00 |
|  , <i>Chadman</i> 5-6-20 | | | |
| Total | | | \$870.00 |

Lore_Yeira

From: Tonya_Elliott-Moore
Sent: Wednesday, May 6, 2020 9:14 AM
To: Lore_Yeira
Subject: FW: CDD Pool Cleanings
Attachments: Cypress Creek Sanitization 2020.pdf; Cypress K Sanitization 2020.pdf; Cypress Orchids Sanitization 2020.pdf; Glenn Creek Sanitization 2020.pdf; Park Creek Sanitization 2020.pdf; Sereno Sanitization 2020.pdf; Silverado Sanitization 2020.pdf; Waterleaf Sanitization 2020.pdf; Union Park East Sanitization 2020.pdf; Union Park Sanitization 2020.pdf

Importance: High

Follow Up Flag: Follow up
Flag Status: Completed

Lore,

Please cut PO's for these now....Chair is signing and sending them back to me. Please send the PO's to Ken at H2 Pools as soon as they are done. This is an urgent need.

Thank you so much,

Tonya Elliott Moore
District Manager



15310 Amberly Drive Suite 175
Tampa, FL 33647
Phone: 813-374-9104 Ext 4301
Email: Tonya.Elliott-Moore@dpfg.com
Website: www.dpfg.com

BOARD SUPERVISORS - TO AVOID A POTENTIAL SUNSHINE LAW VIOLATION, PLEASE DO NOT "REPLY TO ALL" TO THIS E-MAIL - IF YOU HAVE QUESTIONS OR COMMENTS, PLEASE DIRECT THEM TO THE SENDING PARTY ONLY

The information contained in this email transmission is privileged and confidential information intended only for the review and use of the individual or entity named above. If the reader of this message is not the intended recipient, you are hereby notified that any unauthorized dissemination, distribution, use or copying of this communication is strictly prohibited. If you have received this communication in error, please immediately notify us by telephone. Thank you.

From: Tonya_Elliott-Moore
Sent: Tuesday, May 5, 2020 6:35 PM
To: 'Mike Lawson'
Cc: Ken_Joines ; Lore_Yeira ; Anderson_Davis ; Teeanna_Kamalu ; Kelly_Rowe
Subject: CDD Pool Cleanings

Mike,

Attached are the proposal from H2 Pools to perform a deep clean – the last one I am waiting for is Union Park East – that will be along shortly.

| CDD | DPFG Rep | Pool Contractor | Deep Clean Cost | Date of Deep Clean |
|----------------------------|----------|-----------------|-----------------|--------------------|
| Cypress Creek Main Pool | Kelly | H2 Pools | \$2,295.00 | 5/7/2020 |
| Cypress Creek K Pool | Kelly | H2 Pools | \$975.00 | 5/7/2020 |
| Cypress Creek Orchids Pool | Kelly | H2 Pools | \$975.00 | 5/7/2020 |
| DG Farms | Kelly | H2 Pools | \$1,925.00 | 5/7/2020 |
| Silverado | Anderson | H2 Pools | \$1,925.00 | 5/8/2020 |
| Union Park East | Anderson | | | 5/8/2020 |
| Villages of Glen Creek | Kelly | H2 Pools | \$1,975.00 | 5/8/2020 |
| Waterleaf | Kelly | H2 Pools | \$2,225.00 | 5/8/2020 |
| Park Creek | Kelly | H2 Pools | \$1,925.00 | 5/8/2020 |

Tonya Elliott Moore

District Manager



DEVELOPMENT PLANNING & FINANCING GROUP, INC.

15310 Amberly Drive Suite 175

Tampa, FL 33647

Phone: 813-374-9104 Ext 4301

Email: Tonya.Elliott-Moore@dpfg.com

Website: www.dpfg.com

BOARD SUPERVISORS - TO AVOID A POTENTIAL SUNSHINE LAW VIOLATION, PLEASE DO NOT "REPLY TO ALL" TO THIS E-MAIL - IF YOU HAVE QUESTIONS OR COMMENTS, PLEASE DIRECT THEM TO THE SENDING PARTY ONLY

The information contained in this email transmission is privileged and confidential information intended only for the review and use of the individual or entity named above. If the reader of this message is not the intended recipient, you are hereby notified that any unauthorized dissemination, distribution, use or copying of this communication is strictly prohibited. If you have received this communication in error, please immediately notify us by telephone. Thank you.

From: Tonya_Elliott-Moore

Sent: Tuesday, May 5, 2020 6:13 PM

To: 'Mike Lawson' <Mike@metrodc.com>

Cc: Ken_Joines <ken.joines@dpfg.com>; Lore_Yeira <lore.yeira@dpfg.com>; Anderson_Davis

<anderson.davis@dpfg.com>; Teeanna_Kamalu <teeanna.kamalu@dpfg.com>; Kelly_Rowe <kelly.rowe@dpfg.com>

Subject: RE: CDD Pools

Mike,

Here is the eblast language. They are all the same – so you can just open one. Very similar to the signage verbiage so we stay consistent with messaging on this issue.

I just saw some pool sanitizing quotes come in...so I am off to get those finalizes.

Thank you,

Tonya Elliott Moore

District Manager



15310 Amberly Drive Suite 175

Tampa, FL 33647

Phone: 813-374-9104 Ext 4301

Email: Tonya.Elliott-Moore@dpfg.com

Website: www.dpfg.com

BOARD SUPERVISORS - TO AVOID A POTENTIAL SUNSHINE LAW VIOLATION, PLEASE DO NOT "REPLY TO ALL" TO THIS E-MAIL - IF YOU HAVE QUESTIONS OR COMMENTS, PLEASE DIRECT THEM TO THE SENDING PARTY ONLY

The information contained in this email transmission is privileged and confidential information intended only for the review and use of the individual or entity named above. If the reader of this message is not the intended recipient, you are hereby notified that any unauthorized dissemination, distribution, use or copying of this communication is strictly prohibited. If you have received this communication in error, please immediately notify us by telephone. Thank you.

From: Mike Lawson <Mike@metrodc.com>

Sent: Tuesday, May 5, 2020 6:00 PM

To: Tonya_Elliott-Moore <tonya.elliott-moore@dpfg.com>

Subject: Re: CDD Pools

Tonya

Only comment I have is under fun pool rules instead is Do not congregate in groups. Say, Do not congregate in non-family groups.

Otherwise looks good and sounds friendly.

Thanks

Sent from my iPhone

On May 5, 2020, at 5:45 PM, Tonya_Elliott-Moore <tonya.elliott-moore@dpfg.com> wrote:

Mike do you object to this as our signage at the pools for now: It will have the correct name and maximum folks for the appropriate CDD....but I didn't think you would want to see them all. They are the same just change of CDD name and correct maximum count. See chart with maximum load numbers below the verbiage. I want to get these over to the sign maker so I can get them installed by Friday.

Cypress Creek Pool Area – COVID-19 Guidelines for Use of this Pool

Welcome Back – We Missed You!
The maximum load at the pool is 50% capacity
A maximum of 49 people will be allowed in the pool area at one time.
Please assist us by adhering to this requirement.
And Don't Forget....
These

FUN POOL RULES:
If you don't live together, stay 6 feet apart
Do not congregate in groups.
No groups of more than 10 people

| CDD | Max Bathing Load | 50% Capacity |
|----------------------------|------------------|--------------|
| Cypress Creek Main Pool | 97 | 49 |
| Cypress Creek K Pool | 38 | 19 |
| Cypress Creek Orchids Pool | 30 | 15 |
| DG Farms | 97 | 49 |
| Hidden Creek | 135 | 68 |
| Park Creek | 47 | 24 |
| Silverado | 80 | 40 |
| Union Park | 97 | 49 |
| Union Park East | 135 | 68 |
| Villages of Glen Creek | 80 | 40 |
| Waterleaf | 97 | 49 |

Tonya Elliott Moore
District Manager

15310 Amberly Drive Suite 175
Tampa, FL 33647
Phone: 813-374-9104 Ext 4301
Email: Tonya.Elliott-Moore@dpfg.com
Website: www.dpfg.com

BOARD SUPERVISORS - TO AVOID A POTENTIAL SUNSHINE LAW VIOLATION, PLEASE DO NOT "REPLY TO ALL" TO THIS E-MAIL - IF YOU HAVE QUESTIONS OR COMMENTS, PLEASE DIRECT THEM TO THE SENDING PARTY ONLY

The information contained in this email transmission is privileged and confidential information intended only for the review and use of the individual or entity named above. If the reader of this message is not the intended recipient, you are hereby notified that any unauthorized dissemination, distribution, use or copying of this communication is strictly prohibited. If you have received this communication in error, please immediately notify us by telephone. Thank you.

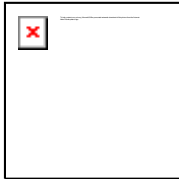
From: Mike Lawson <Mike@metrodc.com>
Sent: Tuesday, May 5, 2020 4:27 PM

To: Tonya_Elliott-Moore <tonya.elliott-moore@dpfg.com>

Subject: RE: CDD Pools

Tonya

Please call me on my cell



Mike Lawson | Managing Director, Operations

METRO DEVELOPMENT GROUP

2502 N. Rocky Point Drive | Ste 1050 | Tampa, FL 33607

office: 813.288.8078 | mobile: 813.843.3875

mike@MetroDevelopmentGroup.com

MetroDevelopmentGroup.com | MetroPlaces.com

From: Tonya_Elliott-Moore <tonya.elliott-moore@dpfg.com>

Sent: Tuesday, May 5, 2020 2:20 PM

To: Mike Lawson <Mike@metrodg.com>

Cc: Lauren Parsons <Lauren@metrodg.com>; Ken_Joiner <ken.joiner@dpfg.com>; Chloe Crooks <Chloe@metrodg.com>

Subject: RE: CDD Pools

Yes, I already sent off the list of 9 CDD's to the company that does the deep cleans to get the proposals.

Tonya

Tonya Elliott Moore

District Manager

15310 Amberly Drive Suite 175

Tampa, FL 33647

Phone: 813-374-9104 Ext 4301

Email: Tonya.Elliott-Moore@dpfg.com

Website: www.dpfg.com

BOARD SUPERVISORS - TO AVOID A POTENTIAL SUNSHINE LAW VIOLATION, PLEASE DO NOT "REPLY TO ALL" TO THIS E-MAIL - IF YOU HAVE QUESTIONS OR COMMENTS, PLEASE DIRECT THEM TO THE SENDING PARTY ONLY

The information contained in this email transmission is privileged and confidential information intended only for the review and use of the individual or entity named above. If the reader of this message is not the intended recipient, you are hereby notified that any unauthorized dissemination, distribution, use or copying of this communication is strictly prohibited. If you have received this communication in error, please immediately notify us by telephone. Thank you.

From: Mike Lawson <Mike@metrodg.com>

Sent: Tuesday, May 5, 2020 2:18 PM

To: Tonya_Elliott-Moore <tonya.elliott-moore@dpfg.com>
Cc: Lauren Parsons <Lauren@metrodg.com>; Ken_Joines <ken.joines@dpfg.com>; Chloe Crooks <Chloe@metrodg.com>
Subject: RE: CDD Pools

Tonya,
Please obtain the necessary deep cleaning contracts as soon as possible as we may end up commencing with that work this week.

Thanks

Mike Lawson | Managing Director, Operations
METRO DEVELOPMENT GROUP
2502 N. Rocky Point Drive | Ste 1050 | Tampa, FL 33607
office: 813.288.8078 | mobile: 813.843.3875
mike@MetroDevelopmentGroup.com
MetroDevelopmentGroup.com | MetroPlaces.com

From: Tonya_Elliott-Moore <tonya.elliott-moore@dpfg.com>
Sent: Tuesday, May 5, 2020 12:50 PM
To: Mike Lawson <Mike@metrodg.com>
Cc: Lauren Parsons <Lauren@metrodg.com>; Ken_Joines <ken.joines@dpfg.com>
Subject: RE: CDD Pools

Mike,

See attached – I have been putting a plan together. Just depends on if there are funds in the CDD. Park Creek resident told me they put money in their budget each year for security at the pool in summer months. Ken, is looking at that for me at the various CDD's. If that could work we might be able to open pools on a more limited schedule, create a registration system to limit 10 registrations per hour block, etc.

It would mean revving the janitorial at the pool area back up to 7 days a week.

I will send you a calendar appointment – we can just use the call in phone number and have a conference call.

Tonya Elliott Moore
District Manager

15310 Amberly Drive Suite 175
Tampa, FL 33647
Phone: 813-374-9104 Ext 4301
Email: Tonya.Elliott-Moore@dpfg.com
Website: www.dpfg.com

BOARD SUPERVISORS - TO AVOID A POTENTIAL SUNSHINE LAW VIOLATION, PLEASE DO NOT "REPLY TO ALL" TO THIS E-MAIL - IF YOU HAVE QUESTIONS OR COMMENTS, PLEASE DIRECT THEM TO THE SENDING PARTY ONLY

The information contained in this email transmission is privileged and confidential information intended only for the review and use of the individual or entity named above. If the reader of this message is not the intended recipient, you are hereby notified that any unauthorized dissemination, distribution, use or copying of this communication is strictly prohibited. If you have received this communication in error, please immediately notify us by telephone. Thank you.

From: Mike Lawson <Mike@metrodg.com>
Sent: Tuesday, May 5, 2020 11:54 AM
To: Tonya_Elliott-Moore <tonya.elliott-moore@dpfg.com>
Cc: Lauren Parsons <Lauren@metrodg.com>; Ken_Joiner <ken.joiner@dpfg.com>
Subject: CDD Pools

Tonya,
Let's have a call after 1:30.

Thanks

Mike Lawson | Managing Director, Operations
METRO DEVELOPMENT GROUP
2502 N. Rocky Point Drive | Ste 1050 | Tampa, FL 33607
office: 813.288.8078 | mobile: 813.843.3875
mike@MetroDevelopmentGroup.com
MetroDevelopmentGroup.com | MetroPlaces.com

Estimate

**Sign Solutions of Tampa Bay, Inc.**

3921 West MLK Blvd

Tampa, FL 33614

ph. (813) 269-5990

fax (813) 269-5991

email: sales@SignSolutionsTB.com

Estimate:

15222

Printed

5/6/2020 2:44:20PM

Description: UNION PARK EAST - COVID-19 Pool Rules**Prepared For:** Accounts Payable

ph: (321) 263-0132 x 4203

Company: Union Park East CDD**Estimate Date:** 5/6/2020 2:24:46PM

email: districtap@dpfg.com

Thank you for considering Sign Solutions for your signage needs. Please call us at 813.269.5990 if you have questions or need further information. We look forward to hearing from you and working with you on this project.

| Product | Font | Qty | Sides | Height | Width | Unit Cost | Install | Item Total |
|----------|------|-----|-------|--------|-------|-----------|---------|------------|
| 1 Dibond | | 1 | 1 | 24 | 24 | \$60.00 | \$0.00 | \$60.00 |

Color: White on Black**Description:** 24" x 24" x 1/8" dibond w/ laminated vinyl graphics.**Text:** COVID-19 Pool Rules

| | | | | | | | | |
|----------------|--|---|---|---|---|---------|--------|---------|
| 2 Installation | | 1 | 1 | 1 | 1 | \$95.00 | \$0.00 | \$95.00 |
|----------------|--|---|---|---|---|---------|--------|---------|

Color:**Description:** Installation / Time and Materials**Text:**

Notes:

| | |
|------------------|----------|
| Line Item Total: | \$155.00 |
| Tax Exempt Amt: | \$155.00 |
| Subtotal: | \$155.00 |
| Taxes: | \$0.00 |
| Total: | \$155.00 |

Company: Union Park East CDD
250 International Parkway
Suite 280
Lake Mary, FL 32746

Received/Accepted By:

/ /

Lore_Yeira

From: Tonya_Elliott-Moore
Sent: Wednesday, May 6, 2020 3:05 PM
To: Keith Christianson; Lore_Yeira
Cc: Kelly_Rowe; Anderson_Davis; Ken_Joiner; Teeanna_Kamalu
Subject: RE: Pool signs needed ASAP

Yes, Lore these are approved, please cut the PO's. Keith please proceed.

Tonya Elliott Moore
District Manager



15310 Amberly Drive Suite 175
Tampa, FL 33647
Phone: 813-374-9104 Ext 4301
Email: Tonya.Elliott-Moore@dpfg.com
Website: www.dpfg.com

BOARD SUPERVISORS - TO AVOID A POTENTIAL SUNSHINE LAW VIOLATION, PLEASE DO NOT "REPLY TO ALL" TO THIS E-MAIL - IF YOU HAVE QUESTIONS OR COMMENTS, PLEASE DIRECT THEM TO THE SENDING PARTY ONLY

The information contained in this email transmission is privileged and confidential information intended only for the review and use of the individual or entity named above. If the reader of this message is not the intended recipient, you are hereby notified that any unauthorized dissemination, distribution, use or copying of this communication is strictly prohibited. If you have received this communication in error, please immediately notify us by telephone. Thank you.

From: Keith Christianson
Sent: Wednesday, May 6, 2020 3:01 PM
To: Tonya_Elliott-Moore ; Lore_Yeira
Cc: Kelly_Rowe ; Anderson_Davis
Subject: RE: Pool signs needed ASAP

Hi Tonya,

The updated layout is attached, along with the estimate for each location. Please let me know if approved and I'll get these into production immediately.

Thanks,

Keith Christianson | Sign Solutions
3921 W MLK Blvd | Tampa, FL 33614
✉: kchristianson@signsolutionstb.com
☎: 813.269.5990 ext. 2 | 📠: 813.269.5991(fax)

From: Keith Christianson
Sent: Wednesday, May 6, 2020 1:16 PM



Maintenance Proposal

SUBMITTED BY: _____
DATE: _____ PHONE: _____
Service Provider: _____

| | | | | | | | |
|----------------|--------------------------------------|--------------|----|---------------------|------------------------------|-----------------------|--|
| Client | DPFG | | | Contact Name | Tonya Elliott-Moore | | |
| Address | 250 International Parkway, Suite 280 | | | Phone | 813-374-9104 Ext 4301 | | |
| | | | | E-Mail | tonya.elliott-moore@dpfg.com | | |
| City | Lake Mary | State | FL | Zip | 32746 | Customer Acct# | |

| <u>Service & Description of Area</u> <small>*Please itemize services & charge</small> | <u>Total Charge (\$)</u> | <u>Date Scheduled</u> | <u>Customer Initials</u> | <u>PO# / Work Order</u> | <u>Office Use Only</u> <u>Z or S P/O\$</u> |
|--|--------------------------|-----------------------|--------------------------|-------------------------|---|
| Initial Deep Clean of Union Park East | \$250 | 5/21/2020 | | | |
| | | | | | |
| | | | | | |
| | | | | | |
| | | | | | |
| | | | | | |

Notes:

TERMS AND CONDITIONS:

This agreement is made by and between OpenWorks and the above-mentioned Client.

RECITALS

WHEREAS: OpenWorks is in the business of providing maintenance and janitorial services, and;

WHEREAS: The Customer is desirous of the above-mentioned service (hereinafter "Services") to be provided by the Contractor.

NOW THEREFORE: The parties agree as follows:

1-Openworks agrees to furnish all equipment, tools, supplies and labor to perform the Services.

2-In consideration of the faithful performance of the above services by Openworks the Client agrees to pay Openworks the total charge for the services as mentioned above (**pricing doesn't include any applicable state or local taxes**). Said amount is due and payable upon the completion of the Services.

3-In any suit hereon, the prevailing party shall be entitled to recover from the other party its cost incurred in such action, including reasonable attorney's fees and all other expenses.

4-Please note, Openwors does not guarantee the results for cleaning Olefin carpets

Client

OpenWorks

Signed by: _____

Signed by: _____

Title: _____

Title: _____

Date: _____

Date: _____

Corporate Office: OpenWorks, 4742 N. 24th St., Ste. 450, Phoenix, AZ 85016
Tel: (800) 777-6736 Fax: (602) 288-1119

We do more than just cleaning! Make OpenWorks your "one-stop shop". Check out our other services below and let me know if there is anything I can help you with: Landscape maintenance, Pest control, HVAC, Electrical services, Plumbing, Handyman services, Parking lot sweeping, Specialty floor care, Window cleaning – www.OpenWorksWeb.com

Lore_Yeira

From: Tonya_Elliott-Moore
Sent: Thursday, May 21, 2020 1:24 PM
To: Lore_Yeira
Cc: Anderson_Davis
Subject: Union Park East Bathrooms
Attachments: Maintenance Proposal_Union Park East.pdf

Lore,

Can you cut a separate PO to Open Works for the \$250 to do an extra deep clean at the Union Park East Bathrooms. They have been destroyed and are in really bad shape. Send the PO to Sara when it is done.

Thank you,

Tonya

Tonya Elliott Moore
District Manager



15310 Amberly Drive Suite 175

Tampa, FL 33647

Phone: 813-374-9104 Ext 4301

Email: Tonya.Elliott-Moore@dpfg.com

Website: www.dpfg.com

BOARD SUPERVISORS - TO AVOID A POTENTIAL SUNSHINE LAW VIOLATION, PLEASE DO NOT "REPLY TO ALL" TO THIS E-MAIL - IF YOU HAVE QUESTIONS OR COMMENTS, PLEASE DIRECT THEM TO THE SENDING PARTY ONLY

The information contained in this email transmission is privileged and confidential information intended only for the review and use of the individual or entity named above. If the reader of this message is not the intended recipient, you are hereby notified that any unauthorized dissemination, distribution, use or copying of this communication is strictly prohibited. If you have received this communication in error, please immediately notify us by telephone. Thank you.