

EASTON PARK COMMUNITY DEVELOPMENT DISTRICT

District Office · 9428 Camden Field Parkway · Riverview, Florida 33578

**EASTON PARK
COMMUNITY DEVELOPMENT DISTRICT
BOARD OF SUPERVISORS' MEETING
NOVEMBER 29, 2016**

EASTON PARK COMMUNITY DEVELOPMENT DISTRICT AGENDA

November 29, 2016 at 4:30 p.m.

at the New Tampa Regional Library, located at 10001 Cross Creek Boulevard, Tampa, FL 33647.

District Board of Supervisors	Paul Meier Arnold Sails Lee Thompson Lisa Murphy Beth Stratigeas	Chairman Vice-Chairman Assistant Secretary Assistant Secretary Assistant Secretary
District Manager	Sandy Oram	Rizzetta & Company, Inc.
District Attorney	Judy James	Molloy & James, P.A.
District Engineer	Tonja Stewart	Stantec Consulting

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

The District Agenda is comprised of five different sections:

The meeting will begin promptly at **4:30 p.m.** with the first section which is called **Audience Comments**. The Audience Comment portion of the agenda is where individuals may comment on matters that concern the District. Each individual is limited to three **(3) minutes** for such comment. The Board of Supervisors or Staff is not obligated to provide a response until sufficient time for research or action is warranted. **IF THE COMMENT CONCERNS A MAINTENANCE RELATED ITEM, THE ITEM WILL NEED TO BE ADDRESSED BY THE DISTRICT MANAGER OUTSIDE THE CONTEXT OF THIS MEETING.** The second section is called **Business Administration**. The Business Administration section contains items that require the review and approval of the District Board of Supervisors as a normal course of business. The third section is called **Business Items**. The business items section contains items for approval by the District Board of Supervisors that may require discussion, motion and votes on an item-by-item basis. Occasionally, certain items for decision within this section are required by Florida Statute to be held as a Public Hearing. During the Public Hearing portion of the agenda item, each member of the public will be permitted to provide one comment on the issue, prior to the Board of Supervisors' discussion, motion and vote. Agendas can be reviewed by contacting the Manager's office at (813) 533-2950 at least seven days in advance of the scheduled meeting. Requests to place items on the agenda must be submitted in writing with an explanation to the District Manager at least fourteen (14) days prior to the date of the meeting. The fourth section is called **Staff Reports**. This section allows the District Manager, Engineer, and Attorney to update the Board of Supervisors on any pending issues that are being researched for Board action. The final section is called **Supervisor Requests**. This is the section in which the Supervisors may request Staff to prepare certain items in an effort to meet residential needs.

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

Pursuant to provisions of the Americans with Disabilities Act, any person requiring special accommodations to participate in this meeting is asked to advise the District Office at (813) 933-5571, at least 48 hours before the meeting. If you are hearing or speech impaired, please contact the Florida Relay Service at 1 (800) 955-8770, who can aid you in contacting the District Office.

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

EASTON PARK COMMUNITY DEVELOPMENT DISTRICT
DISTRICT OFFICE • 9428 CAMDEN FIELD PARKWAY • RIVERVIEW, FL 33578
www.eastonparkcdd.org

November 23, 2016

Board of Supervisors
Easton Park Community
Development District

Dear Board Members:

The **special** meeting of the Board of Supervisors of Easton Park Community Development District will be held on **Tuesday, November 29, 2016 at 4:30 p.m.** at the New Tampa Regional Library, located at 10001 Cross Creek Boulevard, Tampa, Florida 33647. The following is the tentative agenda for this meeting:

- 1. CALL TO ORDER/ROLL CALL**
- 2. AUDIENCE COMMENTS ON AGENDA ITEMS**
- 3. BUSINESS ADMINISTRATION**
 - A. Administer Oath of Office to Newly Elected Supervisors.....Tab 1
 1. Review of Form 1 and Sunshine Law Requirements
- 4. BUSINESS ITEMS**
 - A. Consideration of Resolution 2017-04, Amending Fiscal Year 2015/2016 Budget.....Tab 2
 - B. Consideration of Resolution 2017-05, Designating Officers of the District.....Tab 3
- 5. SUPERVISOR REQUESTS**
- 6. ADJOURNMENT**

I look forward to seeing you at the meeting. In the meantime, if you have any questions, please do not hesitate to call us at (813) 994-1001.

Very truly yours,
Matthew Huber
Matthew Huber
District Manager

cc: Paul Meier, Chairman
Judy James, District Counsel

Tab 1

**EASTON PARK COMMUNITY
DEVELOPMENT DISTRICT
BOARD OF SUPERVISOR
OATH OF OFFICE**

I, _____, A CITIZEN OF THE STATE OF FLORIDA AND OF THE UNITED STATES OF AMERICA, AND BEING EMPLOYED BY OR AN OFFICER OF THE EASTON PARK COMMUNITY DEVELOPMENT DISTRICT AND A RECIPIENT OF PUBLIC FUNDS AS SUCH EMPLOYEE OR OFFICER, DO HEREBY SOLEMNLY SWEAR OR AFFIRM THAT I WILL SUPPORT THE CONSTITUTION OF THE UNITED STATES AND THE STATE OF FLORIDA.

Board Supervisor Signature

ACKNOWLEDGMENT OF OATH BEING TAKEN

STATE OF FLORIDA
COUNTY OF HILLSBOROUGH

On this ____ day of _____, 201____, before me, personally appeared _____ and is known to me to be the person described herein and who took the aforementioned oath as a Board Member of the Board of Supervisors of Easton Park Community Development District and acknowledged to and before me that they took said oath for the purposes therein expressed.

WITNESS my hand and official seal the date aforesaid.

Notary Public
STATE OF FLORIDA

My commission expires on:

Tab 2

RESOLUTION 2017-04

A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE EASTON PARK COMMUNITY DEVELOPMENT DISTRICT AMENDING THE FISCAL YEAR 2015/2016 GENERAL FUND BUDGET; AND PROVIDING FOR AN EFFECTIVE DATE

WHEREAS, the Easton Park Community Development District (hereinafter the "District") is a local unit of special-purpose government created and existing pursuant to Chapter 190, Florida Statutes, being situated entirely within Hillsborough County, Florida; and

WHEREAS, the Board of Supervisors of the District (hereinafter the "Board"), adopted a General Fund Budget for Fiscal Year 2015/2016; and

WHEREAS, the Board previously adopted Resolution 2017-03 Amending the General Fund Budget for Fiscal Year 2015/2016; and

WHEREAS, the Board desires to reallocate funds budgeted to reflect reappropriated Revenues and Expenses approved during the Fiscal Year.

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

Section 1. The General Fund Budget is hereby amended in accordance with Exhibit "A" attached hereto.

Section 2. This Resolution shall become effective immediately upon its adoption.

Section 3. In accordance with Florida Statute 189.016, the amended budget shall be posted on the District's official website within five (5) days after adoption or shall be transmitted to the manager or administrator of Hillsborough County for posting on its website.

PASSED AND ADOPTED THIS ____ DAY OF _____, 2016.

**EASTON PARK COMMUNITY
DEVELOPMENT DISTRICT**

CHAIRMAN/ VICE CHAIRMAN

ATTEST:

SECRETARY / ASST. SECRETARY

EASTON PARK Community Development District
General Fund - 2nd Amended Budget
Fiscal Year 2015/2016

Chart of Accounts Classification	Budget YTD Actual 2015/2016	Budget for 2015/2016	Variance	Amended Budget 2015/2016	2nd Amended Budget 2015/2016
REVENUES					
Interest Earnings					
Interest Earnings	\$ 469	\$ -	\$ -	\$ -	\$ -
Special Assessments					
Tax Roll*	\$ 499,750	\$ 470,510	\$ (29,240)	\$ 470,510	\$ 470,510
TOTAL REVENUES	\$ 500,219	\$ 470,510	\$ (29,709)	\$ 470,510	\$ 470,510
Balance Forward from Prior Year	\$ 18,890	\$ 18,890	\$ -	\$ 48,890	\$ 72,471
TOTAL REVENUES AND BALANCE	\$ 519,109	\$ 489,400	\$ (29,709)	\$ 519,400	\$ 542,981
ADMINISTRATIVE					
Legislative					
Supervisor Fees	\$ 11,400	\$ 9,000	\$ (2,400)	\$ 9,000	\$ 11,400
Financial & Administrative			\$ -		
Administrative Services	\$ 4,500	\$ 4,500	\$ -	\$ 4,500	\$ 4,500
District Management	\$ 25,245	\$ 25,245	\$ -	\$ 25,245	\$ 25,245
District Engineer	\$ 1,629	\$ 3,000	\$ 1,371	\$ 3,000	\$ 3,000
Disclosure Report	\$ 1,100	\$ 1,000	\$ (100)	\$ 1,000	\$ 1,000
Trustees Fees	\$ 3,771	\$ 2,500	\$ (1,271)	\$ 2,500	\$ 2,500
Financial Consulting Services	\$ 10,000	\$ 10,000	\$ -	\$ 10,000	\$ 10,000
Accounting Services	\$ 16,900	\$ 16,900	\$ -	\$ 16,900	\$ 16,900
Auditing Services	\$ 3,900	\$ 3,700	\$ (200)	\$ 3,700	\$ 3,700
Arbitrage Rebate Calculation	\$ 500	\$ 650	\$ 150	\$ 650	\$ 650
Travel	\$ 249	\$ 250	\$ 1	\$ 250	\$ 250
Public Officials Liability Insurance	\$ 2,250	\$ 2,500	\$ 250	\$ 2,500	\$ 2,500
Legal Advertising	\$ 577	\$ 500	\$ (77)	\$ 500	\$ 500
Dues, Licenses & Fees	\$ 175	\$ 175	\$ -	\$ 175	\$ 175
Website Fees & Maintenance	\$ 1,200	\$ 1,200	\$ -	\$ 1,200	\$ 1,200
Legal Counsel			\$ -		
District Counsel	\$ 8,768	\$ 5,500	\$ (3,268)	\$ 5,500	\$ 5,500
Administrative Subtotal	\$ 92,164	\$ 86,820	\$ (5,344)	\$ 86,820	\$ 89,220
EXPENDITURES - FIELD OPERATIONS					
Security Monitoring Services	\$ 7,328	\$ -	\$ (7,328)	\$ -	\$ -
Electric Utility Services			\$ -		
Street Lights	\$ 115,595	\$ 107,000	\$ (8,595)	\$ 107,000	\$ 115,595
Utility-Fountains	\$ 8,237	\$ 10,000	\$ 1,763	\$ 10,000	\$ 10,000
Utility-Irrigation	\$ 3,780	\$ 4,500	\$ 720	\$ 4,500	\$ 4,500
Stormwater Control			\$ -		
Utility-Roundabout	\$ 256		\$ (256)		
Aquatic Maintenance	\$ 21,300	\$ 21,300	\$ -	\$ 21,300	\$ 21,300
Fountain Service Repairs & Maintenance	\$ 78	\$ 1,000	\$ 922	\$ 1,000	\$ 1,000
Lake/Pond Bank Maintenance		\$ 2,500	\$ 2,500	\$ 2,500	\$ 2,500
Aquatic Plant Replacement		\$ 2,500	\$ 2,500	\$ 2,500	\$ 2,500
Stormwater System Maintenance		\$ 1,000	\$ 1,000	\$ 1,000	\$ 1,000
Miscellaneous Expense	\$ 17,795	\$ 1,000	\$ (16,795)	\$ 5,209	\$ 17,795
Other Physical Environment			\$ -		
General Liability Insurance	\$ 2,800	\$ 2,800	\$ -	\$ 2,800	\$ 2,800
Property Insurance	\$ 1,840	\$ 2,400	\$ 560	\$ 2,400	\$ 2,400
Rust Prevention	\$ 7,140	\$ 7,140	\$ -	\$ 7,140	\$ 7,140
Entry & Walls Maintenance	\$ 500	\$ 2,500	\$ 2,000	\$ 2,500	\$ 2,500
Landscape Maintenance	\$ 144,013	\$ 142,863	\$ (1,150)	\$ 142,863	\$ 142,863
Ornamental Lighting & Maintenance	\$ 3,157	\$ 2,500	\$ (657)	\$ 2,500	\$ 2,500
Holiday Decorations	\$ 9,500	\$ 9,000	\$ (500)	\$ 9,000	\$ 9,000
Irrigation Repairs	\$ 3,456	\$ 5,000	\$ 1,544	\$ 5,000	\$ 5,000
Landscape - Mulch	\$ 14,976	\$ 21,120	\$ 6,144	\$ 21,120	\$ 21,120
Landscape Miscellaneous		\$ -	\$ -	\$ -	\$ -
Landscape Replacement Plants, Shrubs,	\$ 40,791	\$ 15,000	\$ (25,791)	\$ 40,791	\$ 40,791
Annual Flower Program	\$ 14,370	\$ 15,557	\$ 1,187	\$ 15,557	\$ 15,557
Field Operations (Landscape Maint Supervision)	\$ 6,000	\$ 6,000	\$ -	\$ 6,000	\$ 6,000
Miscellaneous Expense	\$ 588	\$ 2,000	\$ 1,412	\$ 2,000	\$ 2,000
Road & Street Facilities			\$ -		

EASTON PARK Community Development District
General Fund - 2nd Amended Budget
Fiscal Year 2015/2016

Chart of Accounts Classification	Budget YTD Actual 2015/2016	Budget for 2015/2016	Variance	Amended Budget 2015/2016	2nd Amended Budget 2015/2016
Sidewalk Repair & Maintenance	\$ 5,924	\$ 5,000	\$ (924)	\$ 5,000	\$ 5,000
Street Sign Repair & Replacement		\$ 1,500	\$ 1,500	\$ 1,500	\$ 1,500
Parks & Recreation			\$ -		
Security System Monitoring & Maintenance		\$ 3,000	\$ 3,000	\$ 3,000	\$ 3,000
Wildlife Management Services	\$ -	\$ 1,000	\$ 1,000	\$ 1,000	\$ 1,000
Contingency			\$ -		
Miscellaneous Contingency	\$ -	\$ 7,400	\$ 7,400	\$ 7,400	\$ 7,400
Capital Reserves		\$ -	\$ -		
			\$ -		
Field Operations Subtotal	\$ 429,424	\$ 402,580	\$ (26,844)	\$ 432,580	\$ 453,761
Contingency for County TRIM Notice					
TOTAL EXPENDITURES	\$ 521,587	\$ 489,400	\$ (32,188)	\$ 519,400	\$ 542,981
EXCESS OF REVENUES OVER		\$ -	\$ -	\$ -	\$ -

Tab 3

RESOLUTION 2017-05

A RESOLUTION OF THE BOARD OF SUPERVISORS OF EASTON PARK COMMUNITY DEVELOPMENT DISTRICT DESIGNATING THE OFFICERS OF THE DISTRICT, AND PROVIDING FOR AN EFFECTIVE DATE

WHEREAS, Easton Park Community Development District (hereinafter the "District") is a local unit of special-purpose government created and existing pursuant to Chapter 190, Florida Statutes, being situated entirely within Hillsborough County, Florida; and

WHEREAS, the Board of Supervisors of the District desires to designate the Officers of the District.

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

Section 1. _____ is appointed Chairman.

Section 2. _____ is appointed Vice Chairman.

Section 3. _____ is appointed Assistant Secretary.
_____ is appointed Assistant Secretary.
_____ is appointed Assistant Secretary.
_____ is appointed Assistant Secretary.
_____ is appointed Assistant Secretary.

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

PASSED AND ADOPTED THIS ____ DAY OF _____, 2016.

**EASTON PARK COMMUNITY
DEVELOPMENT DISTRICT**

CHAIRMAN/VICE CHAIRMAN

ATTEST:

SECRETARY/ASST. SECRETARY