#### EASTON PARK COMMUNITY DEVELOPMENT DISTRICT

Board of Supervisors	
☐ Perry Blackburn, Chairman	Mark Vega, District Manager
☐ Lisa Murphy, Vice Chairman	David Jackson, District Counsel
☐ Heriberto Garcia, Assistant Secretary	Tonja Stewart, District Engineer
☐ Deborah Lomas, Assistant Secretary	
☐ Jeffrey Giarrizzo, Supervisor	

The regular meeting of the Board of Supervisors of the Easton Park Community Development District is scheduled for **Wednesday**, **February 21**, **2024 at 4:30 p.m.** at the Heritage Isles Golf & Country Club, 10630 Plantation Bay Drive, Tampa Florida. Following is the meeting agenda.

- 1. Call to Order/Roll Call
- 2. Audience Comments
- 3. Staff Reports
  - A. District Engineer
  - **B.** District Counsel
  - C. Landscaper Maintenance Report United Land Services
  - D. Aquatic Maintenance Report SOLitude
  - E. District Manager
- 4. Approval of Consent Agenda
  - A. January 17, 2024 Minutes
  - B. Financial Statements January 2023
- 5. Supervisor Request and Comments
- 6. Adjournment

The next meeting is scheduled for Wednesday, March 20, 2024 at 4:30 p.m.

Any supporting material for the items listed above not included in the agenda package will be provided as soon as they are available, or they will be distributed at the meeting. I look forward to seeing you at the meeting, but in the meantime if you have any questions, please contact me.

Sincerely,

Mark Vega

Mark Vega

District Manager

# MINUTES OF MEETING EASTON PARK COMMUNITY DEVELOPMENT DISTRICT

The Board of Supervisors of the Easton Park Community Development District held a meeting on Wednesday, January 17, 2024 at 4:30 p.m. at the Heritage Isles Golf & Country Club located at 10630 Plantation Bay Drive, Tampa FL 33647.

Present and constituting a quorum were:

Perry Blackburn Chairperson (via phone)

Lisa Murphy Vice Chairperson Heriberto Garcia Assistant Secretary

Deborah Lomas Assistant Secretary (via phone)

Jeff Giarrizzo Supervisor

Also present were:

Jayna Cooper District Manager

The following is a summary of the minutes and actions taken.

#### FIRST ORDER OF BUSINESS

Call to Order/Roll Call

Ms. Cooper called the meeting to order and called the roll. A quorum was established.

#### SECOND ORDER OF BUSINESS

**Audience Comments** 

None.

#### THIRD ORDER OF BUSINESS

**Staff Reports** 

- A. District Engineer
- None.
  - B. District Counsel
- None.

#### C. Landscaper Maintenance Report – United Land Services

 Cristi briefly discussed irrigation repairs sent over to Mr. Vega and Mr. Blackburn and discussion putting together a couple of renderings to replace poinsettias for the next meeting.

# D. Aquatic Maintenance Report – SOLitude

Kevin presented via phone. Summarized last site visit with Ms. Murphy.

### E. District Manager

## i. Consideration of Resolution 2024-3 – Designating Officers

On MOTION by Ms. Murphy seconded by Mr. Garcia, with all in favor, Resolution 2024-3 – Designating Officers - Mr. Blackburn as Chair, Ms. Murphy as Vice Chair, Ms. Lomas, Mr. Garcia and Mr. Giarrizzo as Assistant Secretaries, Mr. Vega as Secretary, Mr. Bloom as Treasurer was adopted. 5/0

#### FOURTH ORDER OF BUSINESS

### **Consent Agenda**

- A. December 20, 2023 Minutes
- B. Financial Statements December 2023

On MOTION by Ms. Murphy seconded by Mr. Garcia, with all in favor, the Consent Agenda was approved. 5/0

#### FIFTH ORDER OF BUSINESS

### **Supervisor Requests and Comments**

- Mr. Garcia requested District Manager provide a lock for the flagpole.
- Ms. Murphy addressed a leak on the dead end by Nature Spring.
  - o Mr. Blackburn reported it has been resolved.
- There was a brief discussion about funneling requests/repairs in between meeting through Mr. Vega as the primary point of contact.

#### SIXTH ORDER OF BUSINESS

#### **Adjournment**

On MOTION by Ms. Murphy seconded by Mr. Garcia, with all in favor, the meeting was adjourned at 4:52 p.m.

Mark Vega, Secretary

# **EASTON PARK**Community Development District

Financial Report

January 31, 2024 (unaudited)

**Prepared By** 



## **EASTON PARK**

## **Community Development District**

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# **EASTON PARK**Community Development District

**Financial Statements** 

(Unaudited)

**January 31, 2024** 

### Balance Sheet January 31, 2024

ACCOUNT DESCRIPTION	G 	ENERAL FUND	F	ENERAL FUND - DUNTAIN	Ī	DEBT ERVICE FUND - RIES 2017	TOTAL
<u>ASSETS</u>							
Cash - Checking Account	\$	157,157	\$	-	\$	-	\$ 157,157
Due From Other Funds		-		3,619		11,432	15,051
Investments:							
Money Market Account		450,910		-		-	450,910
Interest Account		-		-		12	12
Reserve Fund		-		-		125,551	125,551
Revenue Fund		-		-		471,126	471,126
Sinking fund		-		-		99	99
Utility Deposits - TECO		24,010		-		-	24,010
TOTAL ASSETS	\$	632,077	\$	3,619	\$	608,220	\$ 1,243,916
LIABILITIES							
Accounts Payable	\$	19,021	\$	-	\$	-	\$ 19,021
Accrued Expenses		8,669		-		-	8,669
Due To Other Funds		15,051		-		-	15,051
TOTAL LIABILITIES		42,741		-		-	42,741
FUND BALANCES							
Nonspendable:							
Deposits		24,010		-		-	24,010
Restricted for:							
Debt Service		-		-		608,220	608,220
Assigned to:							
Operating Reserves		100,729		-		-	100,729
Reserves - Other		57,000		-		-	57,000
Unassigned:		407,597		3,619		-	411,216
TOTAL FUND BALANCES	\$	589,336	\$	3,619	\$	608,220	\$ 1,201,175
TOTAL LIABILITIES & FUND BALANCES	\$	632,077	\$	3,619	\$	608,220	\$ 1,243,916

ACCOUNT DESCRIPTION	ANNUAL ADOPTED BUDGET	YE	EAR TO DATE BUDGET	YEAR TO			ANCE (\$) (UNFAV)	YTD ACTUAL AS A % OF ADOPTED BUD
REVENUES								
Interest - Investments	\$ 7,4	61 \$	2,487	\$	2,087	\$	(400)	27.97%
Special Assmnts- Tax Collector	621,7		497,425		588,710	·	91,285	94.68%
Special Assmnts- Discounts	(24,8	71)	(19,897)		(23,442)		(3,545)	94.25%
TOTAL REVENUES	604,3	71	480,015		567,355		87,340	93.88%
EXPENDITURES								
<u>Administration</u>								
P/R-Board of Supervisors	12,0	00	4,000		1,200		2,800	10.00%
ProfServ-Arbitrage Rebate		00	300		-		300	0.00%
ProfServ-Dissemination Agent	1,1		367		_		367	0.00%
ProfServ-Engineering	5,0		1,667		548		1,119	10.96%
ProfServ-Legal Services	5,0		1,667		1,870		(203)	37.40%
ProfServ-Mgmt Consulting	55,8		18,600		23,250		(4,650)	41.67%
ProfServ-Trustee Fees	3,6		, -		, -		-	0.00%
Auditing Services	3,6	00	-		-		-	0.00%
Website Compliance	1,5		513		769		(256)	50.00%
Miscellaneous Mailings	1,0	00	333		227		106	22.70%
Utility - Roundabout Lights		_	-		81		(81)	0.00%
Insurance - General Liability	2,8	29	2,829		2,829		. ,	100.00%
Legal Advertising	1,0	00	333		_		333	0.00%
Misc-Assessment Collection Cost	12,4	36	12,436		11,305		1,131	90.91%
Bank Fees	3	00	100		344		(244)	114.67%
Annual District Filing Fee	1	75	175		175		-	100.00%
Total Administration	106,3	37	43,320		42,598		722	40.06%
Electric Utility Services								
Electricity - Streetlights	144,0	00	48,000		39,101		8,899	27.15%
Utility - Irrigation	5,0	00	1,667		2,832		(1,165)	56.64%
Utility - Fountains	5,5	00	1,833		1,360		473	24.73%
Utility - Roundabout Lights	5	00	167		70		97	14.00%
Street Light Bond	6	00	600		-		600	0.00%
Total Electric Utility Services	155,6	00	52,267		43,363		8,904	27.87%
Stormwater Control								
Contracts-Aquatic Control	30,1	20	10,040		15,164		(5,124)	50.35%
R&M-Stormwater System	1,0	00	333		43		290	4.30%
R&M Lake & Pond Bank	2,5		833				833	0.00%
Total Stormwater Control	33,6		11,206		15,207		(4,001)	45.23%

ACCOUNT DESCRIPTION	ANNUAL ADOPTED BUDGET		YEAR TO DATE BUDGET	YEAR TO I		VARIANCE (\$) FAV(UNFAV)	YTD ACTUAL AS A % OF ADOPTED BUD
Other Physical Environment							
Contracts-Landscape	150,3	96	50,132	5	0,132	_	33.33%
Insurance - Property	3,0		3,073		3,073	_	100.00%
Insurance - General Liability	3,1		3,144		3,144	_	100.00%
R&M-Irrigation	5,0		1,667		4,875	(3,208)	97.50%
Landscape - Annuals	4,9		1,650		1,615	35	32.63%
Landscape - Mulch	18,1		6,050		5,000	(8,950)	82.64%
Landscape Replacement	20,0	00	6,667		3,887	2,780	19.44%
Rust Prevention	7,1		2,380		2,380	-	33.33%
Entry & Walls Maintenance	2,5		833		5,368	(14,535)	614.72%
Ornamental Lighting & Maint.	1,0		333		_	333	0.00%
Holiday Lighting & Decorations	37,5		37,500	3	7,500	-	100.00%
Total Other Physical Environment	252,8		113,429		6,974	(23,545)	54.17%
Security Operations							
Security System Monitoring & Maint.	1,0	00	333		632	(299)	63.20%
Internet Services	1,4	40	480		480	-	33.33%
<b>Total Security Operations</b>	2,4	40	813		1,112	(299)	45.57%
Contingency							
Miscellaneous Expenses	17,4	52	5,818		9,450	(3,632)	54.15%
Total Contingency	17,4	52	5,818		9,450	(3,632)	54.15%
Road and Street Facilities							
Sidewalk Pressure Washing	4,8	00	1,600		-	1,600	0.00%
Total Road and Street Facilities	4,8	00	1,600			1,600	0.00%
<u>Reserves</u>							
Reserve	29,0	00	9,667			9,667	0.00%
Total Reserves	29,0	00	9,667		-	9,667	0.00%
TOTAL EXPENDITURES & RESERVES	602,1	02	238,120	24	8,704	(10,584)	41.31%
Excess (deficiency) of revenues							
Over (under) expenditures	2,2	69	241,895	31	8,651	76,756	14043.68%
OTHER FINANCING SOURCES (USES)							
Contribution to (Use of) Fund Balance	2,2	69	-		-	-	0.00%
TOTAL FINANCING SOURCES (USES)	2,2	69	-		-	-	0.00%
Net change in fund balance	\$ 2,2	69	\$ 241,895	\$ 31	8,651	\$ 76,756	14043.68%
FUND BALANCE, BEGINNING (OCT 1, 2023)	270,8	05	270,805	27	0,805		
FUND BALANCE, ENDING	\$ 273,0	74	\$ 512,700	\$ 58	9,456		

ACCOUNT DESCRIPTION	AD	NNUAL OPTED JDGET	R TO DATE	R TO DATE	IANCE (\$) /(UNFAV)	YTD ACTUAL AS A % OF ADOPTED BUD
REVENUES						
Interest - Investments	\$	-	\$ -	\$ -	\$ -	0.00%
Special Assmnts- Tax Collector		4,653	3,722	4,213	491	90.54%
Special Assmnts- Discounts		(186)	(149)	(168)	(19)	90.32%
TOTAL REVENUES		4,467	3,573	4,045	472	90.55%
EXPENDITURES						
<u>Administration</u>						
Misc-Assessment Collection Cost		93	31_	81	 (50)	87.10%
Total Administration		93	31	81	 (50)	87.10%
<u>Field</u>						
R&M-Fountain		4,374	1,458	346	1,112	7.91%
Total Field		4,374	 1,458	 346	 1,112	7.91%
TOTAL EXPENDITURES		4.467	1,489	427	1,062	9.56%
TOTAL EXI ENDITORED		7,707	1,703	721	1,002	3.3076
Excess (deficiency) of revenues Over (under) expenditures			2,084	3,618	1,534	0.00%
Net change in fund balance	\$	<u>-</u>	\$ 2,084	\$ 3,618	\$ 1,534	0.00%
FUND BALANCE, BEGINNING (OCT 1, 2023)		1	-	1		
FUND BALANCE, ENDING	\$	1	\$ 2,084	\$ 3,619		

ACCOUNT DESCRIPTION	Α	ANNUAL DOPTED BUDGET	AR TO DATE BUDGET	YE.	AR TO DATE ACTUAL	RIANCE (\$)	YTD ACTUAL AS A % OF ADOPTED BUD
REVENUES							
Interest - Investments	\$	11,853	\$ 3,951	\$	4,336	\$ 385	36.58%
Special Assmnts- Tax Collector		438,990	351,192		415,641	64,449	94.68%
Special Assmnts- Discounts		(17,560)	(14,048)		(16,550)	(2,502)	94.25%
TOTAL REVENUES		433,283	341,095		403,427	62,332	93.11%
EXPENDITURES							
<u>Administration</u>							
Misc-Assessment Collection Cost		8,780	2,927		7,982	(5,055)	90.91%
Total Administration		8,780	2,927		7,982	(5,055)	90.91%
Debt Service							
Principal Debt Retirement		255,000	-		-	-	0.00%
Interest Expense		158,725	79,363		79,363	-	50.00%
Total Debt Service		413,725	 79,363		79,363	 -	19.18%
TOTAL EXPENDITURES		422,505	82,290		87,345	(5,055)	20.67%
Excess (deficiency) of revenues							
Over (under) expenditures		10,778	 258,805		316,082	 57,277	2932.66%
OTHER FINANCING SOURCES (USES)							
Contribution to (Use of) Fund Balance		10,778	-		-	-	0.00%
TOTAL FINANCING SOURCES (USES)		10,778	-		-	-	0.00%
Net change in fund balance	\$	10,778	\$ 258,805	\$	316,082	\$ 57,277	2932.66%
FUND BALANCE, BEGINNING (OCT 1, 2023)		292,138	292,138		292,138		
FUND BALANCE, ENDING	\$	302,916	\$ 550,943	\$	608,220		

# **EASTON PARK**Community Development District

Supporting Schedules

January 31, 2024

# Non-Ad Valorem Special Assessments - Hillsborough County Tax Collector (Monthly Collection Distributions) For the Fiscal Year Ending September 30, 2024

								AL	LO	CATION BY F	UNE	)
Date Received		et Amount Received	(F	Piscount / Penalties) Amount	C	Collection Costs	Gross Amount Received	General Fund	Fı	General und Fountain		Debt Service Fund
Assessments Allocation %	Levied	d FY24					\$ 1,065,221 100%	\$ 621,781 58.37%	\$	4,450 0.42%	\$	438,990 41.21%
11/08/23	\$	16,506	\$	848	\$	337	\$ 17,691	\$ 10,326	\$	74	\$	7,291
11/17/23	\$	83,241	\$	3,539	\$	1,699	\$ 88,479	\$ 51,646	\$	370	\$	36,463
11/22/23	\$	31,410	\$	1,335	\$	641	\$ 33,387	\$ 19,488	\$	139	\$	13,759
12/05/23	\$	135,716	\$	5,770	\$	2,770	\$ 144,256	\$ 84,204	\$	603	\$	59,449
12/07/23	\$	642,402	\$	27,313	\$	13,110	\$ 682,825	\$ 398,572	\$	2,853	\$	281,400
12/15/23	\$	20,063	\$	733	\$	409	\$ 21,206	\$ 12,378	\$	89	\$	8,739
01/04/24	\$	19,698	\$	622	\$	402	\$ 20,722	\$ 12,096	\$	87	\$	8,540
TOTAL	\$	949,037	\$	40,160	\$	19,368	\$ 1,008,565	\$ 588,710	\$	4,213	\$	415,641
% COLLECTE	D							95%		95%		95%
TOTAL OUT	STAN	DING						\$ 33,070	\$	236	\$	23,348

## Cash and Investment January 31, 2024

# GENERAL FUND

Account Name	Bank Name	Investment Type	Maturity	<u>Yield</u>		Balance
Checking Account - Operating	Hancock Whitney	Checking account	n/a	0.00%	\$	157,157
Money Market Account	Valley Bank	MMA	n/a	5.38% Subtotal	\$ <b>\$</b>	450,910 <b>608,067</b>
Series 2017 Interest Account Series 2017 Reserve Fund Series 2017 Revenue Fund Series 2017 Sinking Fund	Hancock Whitney Hancock Whitney Hancock Whitney Hancock Whitney	Open-Ended Comm. Paper Open-Ended Comm. Paper Open-Ended Comm. Paper Open-Ended Comm. Paper	na n/a n/a n/a	5.27% 5.25% 5.25% 5.25% Subtotal	\$ \$ \$ <b>\$</b>	12 125,551 471,126 99 <b>596,789</b>
				Total	\$	1,204,856

### **EASTON PARK COMMUNITY DEVELOPMENT DISTRICT**

#### Payment Register by Fund For the Period from 01/01/24 to 01/31/24 (Sorted by Check / ACH No.)

Fund No.	Date	Payee	Invoice No.	Payment Description	Invoice / GL Description	G/L Account #	Amount Paid
GENE	RAL FU	ND - 001					
<b>CHECK</b> 001		INFRAMARK, LLC	107028	DEC 2023 MGMT FEES	MANAGEMENT SERVICES DEC 2023	531027-51201 Check Total	\$4,650.08 \$4,650.08
<b>CHECK</b> 001		SOLITUDE LAKE MANAGEMENT LLC	PSI042408	JAN '24 SOLITUDE FOUNTAIN MAINT.	Contracts-Aquatic Control	534067-53805 Check Total	\$173.00 \$173.00
001		STANTEC CONSULTING SERVICES INC	2177249	ENGINEERING SVCS THROUGH 12/08/2023	ProfServ-Engineering	531013-51501 Check Total	\$547.50 \$547.50
<b>CHECK</b> 001		COMPLETE I.T.	12315	VMS MGMT - LPR DEC 23	Security System Monitoring & Maint.	546479-53935 Check Total	\$108.00 \$108.00
<b>CHECK</b> 001	<b># 3406</b> 01/10/24	FED EX	8-361-85280	SHIP DATE DEC 19, 2023	Miscellaneous Mailings	541030-51301 Check Total	\$48.02 \$48.02
<b>CHECK</b> 001		INNERSYNC, LTD	21914	WEBSITE & ADA COMPLIANCE 2nd Quarter Service	Website Compliance	534397-51301 Check Total	\$384.38 \$384.38
<b>CHECK</b> 001		VICTOR ROBERT TROUY BLACKBURN	EP122823	DIGITAL SPEED SIGN INSTALLATION	Painting fountains	549999-53985 Check Total	\$350.00 \$350.00
<b>CHECK</b> 001	<b># 3409</b> 01/22/24	FED EX	8-368-21579	SHIP DATE 12/29/23	SHIP DATE DEC 19, 2023	541030-51301 Check Total	\$91.92 \$91.92
<b>CHECK</b> 001		FLORIDA ULS OPERATING, LLC	63049	LANDSCAPE MAINTENANCE JAN 2024	LANDSCAPE MAINTENANCE DEC 2023	534050-53908 Check Total	\$12,533.00 \$12,533.00
CHECK 001		RUST-OFF LLC	42726	RUST PREVENTION 01/15/24	Rust Prevention	546452-53908  Check Total	\$595.00 \$595.00
<b>CHECK</b> 001		EASTON PARK CDD	011024 - 1334	TRANSFER FROM VALLEY MM TO HANDCOCK	Cash with Fiscal Agent	103000 Check Total	\$369,150.00 \$369,150.00

### **EASTON PARK COMMUNITY DEVELOPMENT DISTRICT**

#### Payment Register by Fund For the Period from 01/01/24 to 01/31/24 (Sorted by Check / ACH No.)

Fund No.	Date	Payee	Invoice No.	Payment Description	Invoice / GL Description	G/L Account #	Amount Paid
<b>CHECK</b> 001	<b># DD371</b> 01/07/24	CHARTER COMMUNICATIONS	1711353122123 ACH	SERV PRD 12/21/23-01/20/24	Internet Services	549031-53935 <b>Check Total</b>	\$119.98 \$119.98
<b>CHECK</b> 001	<b># DD372</b> 01/29/24	ARNOLD SAILS	101823ACH	BOARD MEETING 10/15/23	P/R-Board of Supervisors	511001-51101 Check Total	\$200.00 \$200.00
<b>CHECK</b> 001	# <b>DD373</b> 01/29/24	LISA LANDIS MURPHY	111523ACH	BOARD MEETING11/15/23	BOARD MEETING - 11/15/23	511001-51101 Check Total	\$200.00 \$200.00
001		LISA LANDIS MURPHY	101823ACH	BOARD MEETING 10/15/23	P/R-Board of Supervisors	511001-51101 Check Total	\$200.00 \$200.00
001		LISA LANDIS MURPHY	122023ACH	BOARD MEETING - 12/20/23	P/R-Board of Supervisors	511001-51101 Check Total	\$200.00 \$200.00
001		PERRY BLACKBURN	111523ACH	BOARD MEETING 11/15/23	P/R-Board of Supervisors	511001-51101 Check Total	\$200.00 \$200.00
001		PERRY BLACKBURN	101823ACH	BOARD MEETING 10/15/23	P/R-Board of Supervisors	511001-51101 Check Total	\$200.00 \$200.00
001	# <b>DD378</b> 01/29/24	PERRY BLACKBURN	122023ACH	BOARD MEETING - 12/20/23	P/R-Board of Supervisors	511001-51101 Check Total	\$200.00 \$200.00
						Fund Total	\$390,150.88

Total Checks Paid	\$390,150.88