



***PARKLAND PRESERVE
COMMUNITY DEVELOPMENT DISTRICT***

Advanced Meeting Package

Regular Meeting

***Monday
October 23, 2023***

4:30 p.m.

***Location:
Parkland Preserve
Amenity Center
835 Parkland Trail
St. Augustine, FL 32095***

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.

Parkland Preserve Community Development District

250 International Parkway, Suite 208
Lake Mary FL 32746
321-263-0132 Ext. 193

Board of Supervisors
Parkland Preserve
Community Development District

Dear Board Members:

The Meeting of the Board of Supervisors of the Parkland Preserve Community Development District is scheduled for **Monday, October 23, 2023, at 4:30 p.m.** at the **Parkland Preserve, Amenity Center, 835 Parkland Trail, St. Augustine, FL 32095.**

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 presented at the meeting.

Should you have any questions regarding the agenda, please contact me at (321) 263-0132 X-193 or dmcinnes@vestapropertyservices.com. We look forward to seeing you at the meeting.

Sincerely,

David McInnes

District Manager

District: **PARKLAND PRESERVE COMMUNITY DEVELOPMENT DISTRICT**

Date of Meeting: Monday, October 23, 2023

Time: 4:30 PM

Location: Parkland Preserve
Amenity Center
835 Parkland Trail
St. Augustine, FL 32095

Agenda (Revised 10/20)

I. Roll Call

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

III. Consent Agenda

- A. Consideration for Approval – The Minutes of the Board of Supervisors Regular Meeting Held September 25, 2023 [Exhibit 1](#)
- B. Consideration for Acceptance – The September 2023 Unaudited Financial Report [Exhibit 2](#)

IV. Business Matters

- A. Consideration of Fitness Equipment Maintenance Agreements [Exhibit 3](#)
 - Fitness Pro
 - First Place Fitness Equipment
- B. Consideration of First Coast CMS Proposal for Field Services and Pool/Amenity Center Cleaning [Exhibit 4](#)
- C. Consideration of LLS Tax Solutions Inc. Proposal for Arbitrage Services for Series 2019A & 2019B Bonds [Exhibit 5](#)

V. Discussion Items

- A. Discussion of Dog Park Responsibility for Maintenance

VI. Staff Reports

- A. District Manager
 - Meeting Matrix [Exhibit 6](#)
- B. District Counsel
- C. District Engineer

VII. Vendor Reports

A. Vesta Property Services

- Presentation of Amenity Center Clubhouse Social Room Priority List Chart [Exhibit 7](#)
- Presentation of Parkland Preserve Resident Club Guidelines and Application [Exhibit 8](#)

B. Presentation of Yellowstone Landscape Report [Exhibit 9](#)

C. Presentation of Yellowstone Irrigation Inspection Report [Exhibit 10](#)

D. Presentation of Charles Aquatics Pond Reports [Exhibit 11](#)

- September 2023
- **October 2023**

VII. Supervisors Requests

VIII. Audience Comments For Non-Agenda Items – (limited to 3 minutes per individual)

IX. Action Item Review

X. Adjournment

EXHIBIT 1

1 **MINUTES OF MEETING**

2 **PARKLAND PRESERVE**

3 **COMMUNITY DEVELOPMENT DISTRICT**

4 The Regular Meeting of the Board of Supervisors of the Parkland Preserve Community
5 Development District was held on Monday, September 25, 2023 at 4:40 p.m. at Parkland Preserve Amenity
6 Center, 835 Parkland Trail, St. Augustine, FL 32095.

7 **FIRST ORDER OF BUSINESS – Roll Call**

8 Mr. McInnes called the meeting to order and conducted roll call.

9 Present and constituting a quorum were:

10	Mohammad Bataineh	Board Supervisor, Chairman
11	Cynthia Klein	Board Supervisor, Assistant Secretary
12	Chase Balanky	Board Supervisor, Assistant Secretary

13 Also present were:

14	David McInnes	District Manager, Vesta District Services
15	Dana Harden	Vesta Property Services
16	Barry Jeskewich	Vesta District Services
17	Jere Earlywine	District Counsel, Kutak Rock
18	Bennett Davenport	Kutak Rock
19	Bill Schilling	District Engineer, Kimley-Horn
20	Gary Ferrara	HOA President

21 *The following is a summary of the discussions and actions taken at the September 25, 2023 Parkland*
22 *Preserve CDD Board of Supervisors Regular Meeting. Audio for this meeting is available upon public*
23 *records request.*

24 **SECOND ORDER OF BUSINESS – Audience Comments – (limited to 3 minutes per individual for**
25 **agenda items)**

26 An audience member commented on efforts in scheduling for pickleball, and encouraged keeping
27 an eye on the job that landscapers were doing.

28 **THIRD ORDER OF BUSINESS – Business Matters**

29 A. Exhibit 1: Consideration & Adoption of **Resolution 2023-09**, Certifying Supervisor Seats

30 Mr. McInnes noted for the record that Supervisor Maqsood had notified him via text of her
31 resignation from the Board during the previous CDD meeting at 5:42 p.m. Mr. McInnes stated that
32 this Resolution would reflect the new Board and confirm the seat number for the Board including
33 Ms. Klein.

34 On a MOTION by Mr. Bataineh, SECONDED by Mr. Balanky, WITH ALL IN FAVOR, the Board adopted
35 **Resolution 2023-09**, Certifying Supervisor Seats for the Parkland Preserve Community Development
36 District.

37 B. Exhibit 2: Consideration & Adoption of **Resolution 2023-10**, Authorizing Rulemaking and Rule
38 Development for Parking Rule, and Setting a Public Hearing for Rule Adoption

39 Mr. Earlywine stated that a draft rule was enclosed in the agenda package, and some discussion
40 with Mr. Ferrara ensued regarding overnight parking rules and logistics of rule enforcement.

41 On a MOTION by Mr. Bataineh, SECONDED by Ms. Klein, WITH ALL IN FAVOR, the Board adopted
42 **Resolution 2023-10**, Authorizing Rulemaking and Rule Development for Parking Rule, and Setting a
43 Public Hearing for Rule Adoption for November 27, 2023 at 4:30 p.m., for the Parkland Preserve
44 Community Development District.

45 C. Discussion of Food Vendors Trucks on CDD Owned Property

- 46 ➤ Exhibit 3A: Emails Regarding Food Truck Schedule
- 47 ➤ Exhibit 3B: Food Truck Vendor License Agreement

48 Mr. McInnes explained that the vendor license agreement was a common agreement which
49 several of the other CDDs he worked with had.

50 On a MOTION by Mr. Bataineh, SECONDED by Ms. Klein, WITH ALL IN FAVOR, the Board approved
51 the Food Truck Vendor License Agreement, for the Parkland Preserve Community Development District.

52 **FOURTH ORDER OF BUSINESS – Consent Agenda**

- 53 A. Exhibit 4: Consideration for Approval – The Minutes of the Board of Supervisors Regular
54 Meeting Held August 28, 2023
- 55 B. Exhibit 5: Consideration for Acceptance – The July 2023 Unaudited Financial Report
- 56 C. Exhibit 6: Consideration for Acceptance – The August 2023 Unaudited Financial Report
- 57 D. Exhibit 7: Ratification of Letter Agreement Amendment to Pool Paver and Lake Bank Letter
58 Funding Agreements
- 59 E. Exhibit 8: Ratification of Letter Regarding Inadvertent Payments under Funding Request Letter
60 Agreements

61 On a MOTION by Mr. Bataineh, SECONDED by Mr. Balanky, WITH ALL IN FAVOR, the Board
62 approved all items of the Consent Agenda for the Parkland Preserve Community Development District.

63 **FIFTH ORDER OF BUSINESS – Vendor Reports**

- 64 A. Exhibit 9: Presentation of Yellowstone Landscape Report
- 65 B. Exhibit 10: Presentation of Yellowstone Irrigation Inspection Report
- 66 C. Exhibit 11: Presentation of Charles Aquatics Pond Reports

- 67 ➤ August 2023

68 Mr. McInnes noted that he planned on following up with Charles Aquatics regarding some
69 resident complaints about potential treatment issues on Pond 5.

70 **SIXTH ORDER OF BUSINESS – Staff Reports**

71 A. District Manager

- 72 ➤ Exhibit 12: Discussion of Resident’s Request on Pickleball Scheduling

73 Mr. McInnes suggested double-checking with the current amenities policies with regards
74 to scheduling.

- 75 ➤ Exhibit 13: Consideration of Items regarding On-Site Amenities Management & Volunteer
76 Positions

77 Mr. McInnes noted that the CDD did not have a dedicated employee at the amenity center,
78 which was unusual for CDDs. Mr. McInnes explained that the current director at the
79 amenity center was not paid by either the CDD or the HOA, but rather DR Horton, and
80 advised that she would be leaving her position in early October. Mr. McInnes stated that
81 Ms. Harden had been consulted to determine the responsibilities needed for amenities
82 staffing, and Ms. Harden presented the proposal to the Board, explaining logistics and
83 scheduling. Ms. Harden noted that the CDD did not currently have an events budget, and
84 Vesta staff provided an overview of the two proposal options, with the first primarily
85 involving CDD staffing for 8 hours weekly, with additional services for issuing access
86 cards and gate stickers, distributing eblasts for events and meetings, and maintaining an
87 amenities website. The second option presented by Vesta staff included everything from
88 the first option, expanded to include janitorial services, facilities, and pool maintenance.
89 Following discussion, the Board opted to proceed with Option #1.

90 On a MOTION by Mr. Bataineh, SECONDED by Mr. Balanky, WITH ALL IN FAVOR, the Board
91 approved Option #1 of the Vesta Property Services proposal for On-Site Amenities Management, in
92 substantial form, subject to preparation of a contract by District Counsel, for the Parkland Preserve
93 Community Development District.

94 B. District Counsel

- 95 ➤ Exhibit 14: Update regarding Bulletin Board Agreement

96 Mr. Earlywine advised that the policies governing bulletin boards were enclosed in the
97 agenda.

98 C. District Engineer

- 99 ➤ Project Completion Update

100 Mr. Schilling stated that they were continuing to work on the punch list items for Phases 1
101 and 2, and were working to schedule to have the inspector come back out for a site
102 walkthrough as they drew closer to completion. Mr. Schilling and the Board discussed
103 pickleball court resurfacing, with comments being made noting that some of the delays
104 were because the vendor was in the process of looking for a new subcontractor.

105 **SEVENTH ORDER OF BUSINESS – Supervisors Requests**

106 There being none, the next item followed.

107 **EIGHTH ORDER OF BUSINESS – Audience Comments – New Business – (limited to 3 minutes per
108 individual for non-agenda items)**

109 An audience member asked about incoming funds from the amenity center, enforcing street
110 parking, and the process of hiring specific vendors. Mr. McInnes explained that money came back
111 under an additional revenue line item, which could be used for any item on the budget, and Mr.
112 Earlywine outlined the RFP process, noting that it applied for contracts above certain thresholds
113 depending on the category of services provided. Mr. McInnes additionally explained that the roads
114 were owned by the CDD, but they did not have a specific towing policy, and that he had reached
115 out to the local Sheriff's Office with respect to traffic enforcement.

116 **NINTH ORDER OF BUSINESS – Adjournment**

117 Mr. McInnes asked for final questions, comments, or corrections before requesting a motion to
118 adjourn the meeting. There being none, Mr. Bataineh made a motion to adjourn the meeting.

119 On a MOTION by Mr. Bataineh, SECONDED by Ms. Klein, WITH ALL IN FAVOR, the Board adjourned
120 the meeting at 5:51 p.m. for the Parkland Preserve Community Development District.

121 **Each person who decides to appeal any decision made by the Board with respect to any matter considered*
122 *at the meeting is advised that person may need to ensure that a verbatim record of the proceedings is made,*
123 *including the testimony and evidence upon which such appeal is to be based.*

124 **Meeting minutes were approved at a meeting by vote of the Board of Supervisors at a publicly noticed**
125 **meeting held on _____.**

126

Signature

Signature

Printed Name

Printed Name

127 **Title:** **Secretary** **Assistant Secretary**

Title: **Chairman** **Vice Chairman**

EXHIBIT 2

Parkland Preserve
Community Development District

Financial Statements
Unaudited

Period Ending
September 30, 2023

PARKLAND PRESERVE CDD

**BALANCE SHEET
TOTAL ASSETS**

	<u>GEN FUND</u>	<u>2019A</u>	<u>2019B</u>	<u>CONSOLIDATED TOTALS</u>
ASSETS:				
CASH	\$ 70,846	\$ -	\$ -	\$ 70,846
GENERAL SUBACCOUNT	-	34,099	6	34,106
REVENUE	-	497,469	357	497,827
SINKING FUND	-	538		538
CAPITALIZED INTEREST	-	-		-
DEBT SERVICE RESERVE	-	766,100	3,780	769,880
COST OF ISSUANCE 2016A-1	-	-	-	-
INTEREST ACCOUNT	-	860	52	912
PREPAYMENT	-	28	537	565
BOND REDEMPTION	-	2	1,759	1,761
ON ROLL ASSESSMENTS	-	-	-	-
EXCESS FEES RECEIVED	-	-	-	-
DUE FROM OTHER FUNDS	-	(0)	-	(0)
ACQUISITION & CONSTRUCTION	-	-	-	7,180
ACCOUNTS RECEIVABLE	1	-	-	1
PREPAID	4,367	-	-	4,367
DEPOSITS	3,900	-	-	3,900
TOTAL ASSETS	\$ 79,114	\$ 1,299,097	\$ 6,492	\$ 1,391,883
LIABILITIES:				
ACCOUNTS PAYABLE	26,445	-	-	27,263
DUE TO OTHER FUNDS	-	-	-	-
DUE TO DEVELOPER	6,000	-	-	6,000
DEFERRED ON ROLL ASSESMENTS	-	-	-	-
RETAINAGE PAYABLE	-	-	-	-
TOTAL LIABILITIES	\$ 32,445	\$ -	\$ -	\$ 33,263
FUND BALANCE:				
NON-SPENDABLE:				
DEPOSITS & PREPAID ITEMS	8,267	-	-	8,267
RESTRICTED FOR:				
DEBT SERVICE	-	1,269,927	885,309	2,155,312
CAPITAL PROJECTS	-	-	-	20,532
UNASSIGNED	38,402	29,170	(878,818)	(825,491)
TOTAL FUND BALANCES	\$ 46,669	\$ 1,299,097	\$ 6,492	\$ 1,358,620
TOTAL LIABILITIES AND FUND BALANCES	\$ 79,114	\$ 1,299,097	\$ 6,492	\$ 1,391,883

PARKLAND PRESERVE CDD
GENERAL FUND
STATEMENT OF REVENUES, EXPENDITURES AND CHANGE IN FUND BALANCE
FOR PERIOD STARTING OCTOBER 1, 2022 ENDING SEPTEMBER 30, 2023

	FY2023			
	ADOPTED	CURRENT	ACTUAL	VARIANCE
	BUDGET	MONTH	YEAR-TO-DATE	
I. REVENUE				
SPECIAL ASSESSMENTS - ON-ROLL	\$ 212,764	\$ -	\$ 212,764	\$ -
EXCESS ASSESSMENTS	-	-	490	490
LOT CLOSINGS	-	-	61,302	61,302
DEVELOPER FUNDING	64,131	-	3,120	(61,011)
SPECIAL ASSESSMENTS DEVELOPER	-	-	-	-
MISCELLANEOUS REVENUE	-	-	2,835	2,835
INTEREST	-	-	297	297
TOTAL REVENUE	276,895	-	280,808	3,913
II. EXPENDITURES				
TOTAL ASSETS				
SUPERVISORS COMPENSATION	-	-	200	200
MANAGEMENT CONSULTING SERVICES	30,000	-	30,000	-
ADMINISTRATIVE SERVICES	1,500	125	1,500	-
BANK FEES	100	-	-	(100)
MISCELLANEOUS	250	-	1,226	976
AUDITING SERVICES	3,000	-	5,900	2,900
REGULATORY AND PERMIT FEES	175	-	175	-
LEGAL ADVERTISEMENTS	2,000	-	393	(1,607)
ENGINEERING SERVICES	12,000	-	1,500	(10,500)
LEGAL SERVICES	22,576	-	26,077	3,501
WEBSITE HOSTING	2,015	42	2,015	0
TOTAL ADMINISTRATIVE	73,616	167	68,986	(4,630)
INSURANCE:				
INSURANCE	23,839	-	25,344	1,505
TOTAL INSURANCE	23,839	-	25,344	1,505
DEBT SERVICE ADMINISTRATION:				
DISSEMINATION AGENT	5,000	-	5,000	-
TRUSTEE FEES	8,700	-	6,000	(2,700)
ARBITRAGE	1,250	-	-	(1,250)
TOTAL DEBT SERVICE ADMINISTRATION	14,950	-	11,000	(3,950)
PHYSICAL ENVIRONMENT:				
REMOTE SECURITY	4,200	334	4,714	514
POND MAINTENANCE	3,600	-	-	(3,600)
STREETPOLE LIGHTING	3,300	2,024	20,694	17,394
ELECTRICITY (IRRIGATION & PUMPS)	15,000	496	6,266	(8,734)
WATER (COUNTY)	10,800	351	3,849	(6,951)
LANDSCAPING MAINTENANCE	60,000	5,248	56,246	(3,754)
LANDSCAPE REPLEISHMENT	5,000	-	785	(4,215)

IRRIGATION MAINTENANCE	5,000	-	1,274	(3,727)
NPDES	2,000	-	-	(2,000)
GATE MANAGEMENT	1,200	475	5,982	4,782
POWER SWEEP	1,000	-	-	(1,000)
STORMWATER DRAINAGE	1,000	-	-	(1,000)
ENVIRON, MITIGATION & POND MAINT	8,000	1,025	11,985	3,985
POND MOWING	8,000	-	-	(8,000)
RECEPTIONIST/ CALL BOXES	1,200	70	914	(286)
FIELD CONTINGENCY	-	2,223	3,504	3,504
TOTAL PHYSICAL ENVIRONMENT	129,300	12,245	116,214	(13,086)
AMENITY CENTER OPERATIONS:				
POOL SERVICE CONTRACT	15,420	1,475	20,608	5,188
AMENITY MAINTENANCE/REPAIRS	4,800	25	6,220	1,420
AMENITY MANAGEMENT	1,800	150	1,800	-
POOL PERMIT	250	-	350	100
AMENITY CENTER INTERNET	5,100	342	3,765	(1,335)
AMENITY CENTER PEST CONTROL	1,320	235	1,807	487
REFUSE SERVICE	1,500	126	1,389	(111)
MISC AMENITY REPAIRS & MAINT/SUPPLIES	5,000	1,594	10,860	5,860
TOTAL FIELD OPERATIONS	35,190	3,947	46,800	11,610
TOTAL EXPENDITURES	276,895	16,360	268,344	(8,551)
OTHER FINANCING SOURCES (USES)				
TRANSFER IN		-	-	
TRANSFER OUT		-	-	
TOTAL OTHER FINANCING SOURCES(USES)		-	-	
EXCESS REVENUE OVER(UNDER) EXPEND.		(16,360)	12,464	
FUND BALANCE - BEGINNING			34,205	
FUND BALANCE - ENDING			\$ 46,669	

PARKLAND PRESERVE CDD

2019A

**STATEMENT OF REVENUES, EXPENDITURES AND CHANGE IN FUND BALANCE
FOR PERIOD STARTING OCTOBER 1, 2022 ENDING SEPTEMBER 30, 2023**

	FY2023 ADOPTED BUDGET	CURRENT MONTH	ACTUAL YEAR-TO-DATE	FAVORABLE (UNFAVORABLE) VARIANCE
REVENUE				
SPECIAL ASSESSMENTS (NET)	\$ 546,798	\$ -	\$ 604,289	\$ 57,491
SPECIAL ASSESSMENTS - LOT CLOSINGS	165,583	-	87,255	(78,328)
DEVELOPER FUNDING	-	-	-	-
INTEREST	-	-	48,541	48,541
PREPAYMENT INCOME	-	-	-	-
TOTAL REVENUE	712,381	-	740,085	27,704
EXPENDITURES				
COUNTY - ASSESSMENT COLLECTION FEES	-	-	-	-
INTEREST EXPENSE	-	-	-	-
TOTAL ASSETS	270,488	-	270,488	(1)
May 1, 2023	266,663	-	270,488	3,825
PRINCIPAL RETIREMENT	-	-	-	-
PRINCIPAL PAYMENT	-	-	-	-
May 1, 2023	170,000	-	170,000	-
TOTAL EXPENDITURES	707,151	-	710,975	3,824
EXCESS REVENUE OVER (UNDER) EXPEND	5,230	-	29,110	
OTHER FINANCING SOURCES (USES)				
INTERFUND TRANSFER IN			60	
INTERFUND TRANSFER OUT				
FUND BALANCE - BEGINNING			1,269,926	
FUND BALANCE - ENDING			\$ 1,299,097	

PARKLAND PRESERVE CDD
2019B
STATEMENT OF REVENUES, EXPENDITURES AND CHANGE IN FUND BALANCE
FOR PERIOD STARTING OCTOBER 1, 2022 ENDING SEPTEMBER 30, 2023

	FY2023 ADOPTED BUDGET	CURRENT MONTH	ACTUAL YEAR-TO-DATE	FAVORABLE (UNFAVORABLE) VARIANCE	% OF BUDGET
REVENUE					
SPECIAL ASSESSMENTS (NET)	\$ 80,575	\$ -	\$ -	\$ (80,575)	0%
SPECIAL ASSESSMENTS - LOT CLOSINGS	-	-	342,195	342,195	0%
DEVELOPER FUNDING	-	-	-	-	0%
INTEREST	-	-	13,514	13,514	0%
PREPAYMENT INCOME	-	-	104,632	104,632	0%
TOTAL REVENUE	80,575	-	460,341	379,766	571%
EXPENDITURES					
COUNTY - ASSESSMENT COLLECTION FEES	-	-	-	-	0%
INTEREST EXPENSE	-	-	-	-	0%
9/30/2023	40,288	-	35,338	(4,951)	88%
May 1, 2023	40,288	-	18,838	(21,451)	47%
PRINCIPAL RETIREMENT	-	-	-	-	0%
PRINCIPAL PAYMENT	-	-	-	-	0%
May 1, 2023	-	-	1,285,000	1,285,000	0%
TOTAL EXPENDITURES	80,576	-	1,339,175	1,258,599	1662%
EXCESS REVENUE OVER (UNDER) EXPEND	(1)	-	(878,834)		
OTHER FINANCING SOURCES (USES)					
INTERFUND TRANSFER IN		-	17		
INTERFUND TRANSFER OUT					
FUND BALANCE - BEGINNING			885,309		
FUND BALANCE - ENDING			\$ 6,491		

PARKLAND PRESERVE CDD
2019A ACQ & CONST
STATEMENT OF REVENUES, EXPENDITURES AND CHANGE IN FUND BALANCE
FOR PERIOD STARTING OCTOBER 1, 2022 ENDING SEPTEMBER 30, 2023

	<u>ACTUAL</u> <u>YEAR-TO-DATE</u>
REVENUE	
BOND PROCEEDS	\$ -
DEVELOPER CONTRIBUTIONS	-
INTEREST	-
MISCELLANEOUS REVENUE	-
TOTAL REVENUE	<u>-</u>
EXPENDITURES	
FUNDING REQUESTS	6,168
ENV MITIGATION & POND MAINTENANCE	8,000
REQUISITION EXPENSES	-
RETAINAGE EXPENSE	-
TOTAL EXPENDITURES	<u>14,168</u>
EXCESS REVENUE OVER (UNDER) EXPEND	<u>(14,168)</u>
OTHER FINANCING SOURCES (USES)	
INTERFUND TRANSFER IN	-
INTERFUND TRANSFER OUT	1
FUND BALANCE - BEGINNING	20,532
FUND BALANCE - ENDING	<u><u>\$ 6,363</u></u>

EXHIBIT 3



1400 Village Square Boulevard
 #3-293
 Tallahassee, FL 32312
 www.fitnessproinc.com

Contract: Parkland Preserve Preventative Maintenance Agreement

CUSTOMER	BILL TO
Parkland Preserve David McInnes (321) 263-0132 x193 dmcinnes@vestapropertyservices.com	Parkland Preserve 835 Parkland Trail St. Augustine, FL 32095

START DATE	EXPIRES	CONTRACT TYPE	P.O. NO.	CONTRACT NO.
Mar 29, 2023	None	Quarterly Preventative Maintenance		Pay Per Visit

CONTRACT LIMIT:	Unlimited
SUBTOTAL:	\$185.00
TAX:	\$12.03
TOTAL:	\$197.03

CONTRACT DESCRIPTION
<p>This Preventative Maintenance Agreement will cover the servicing of the listed equipment at your facility.</p> <p>This service will be as follows:</p> <p>1) Operational Inspection, 2) Visual Inspection, 3) Lubrication, 4) Calibration, 5) Internal inspection & Cleaning as needed, 6) Adjust to manufacturers specifications, 7) Repairs that can be done at time of PM that would not require additional parts or tools, 8) Notation of Service in Logbook (if customer requires and provides the logbook), and 8) Notation of equipment status.</p> <p>Fitness Pro will provide further product support with the following services:</p> <ol style="list-style-type: none"> 1. An emailed summary of status and work done on equipment listed. 2. Access to customers service file online through our service website. 3. Will use only factory replacement parts on any repair, unless other specified or approved by customer or manufacturer. We will always let you know what your lowest price option is and let you choose. <p>Preventative Maintenance fee does not include additional repairs. Customer will be notified of any additional repairs that are diagnosed at time of preventative maintenance. We require customer to approve of all additional repairs and fees.</p> <p>This agreement is strictly preventive in nature, intended to keep your facility as operational as possible by drawing attention to its present status. This agreement does not cover abuse, vandalism, normal wear and tear, external cleaning, or any acts of God resulting in failure of equipment, nor does it include the cost of parts, shipping, or labor charges associated with a repair not specified by this agreement. Fitness Pro reserves the right to refuse service on certain manufacturers.</p>

CONTRACT TERMS

Quarterly Terms: \$185.00 per visit, 4 visits per year

This agreement is subject to the fitness equipment located on property at the time the agreement was accepted. Any additions to your fitness center will require a new signed agreement.

Also, if your ownership requires any additional insurance coverage (i.e. waiver of subrogation or to be named an additional insured) or pre qualification these charges will be billed in addition to this estimated total. All compliance fees and/or monitoring fees required by the customer will be invoiced back to the customer.

Prices are subject to change with a 30-day notice.

THIS AGREEMENT MAY BE CANCELED BY EITHER PARTY WITH A 30-DAY WRITTEN NOTICE. Account payment terms will be agreed upon before first visit. A delinquent account will void this agreement.

Please remit payment to: Fitness Pro 1400 Village Square #3-293 Tallahassee, FL 32312

Billing Contact: Tracy Parmer
tracy@wearefitnesspro.com

Signature: _____

Printed Name: _____

Date: _____

Preventative Maintenance Program & Service Agreement

This agreement is between First Place Fitness Equipment, Inc., 10290 Phillips Highway, Suite 1, Jacksonville, Florida, 32256 and customer. (1PFE) shall manage a service agreement for a Quarterly Preventative Maintenance Program for the fitness equipment located at the property listed at the above address. 1PFE will provide a one-year service program for Preventative Maintenance of fitness equipment. The agreement will cover all fitness equipment located at the property listed above.

- This program will include quarterly preventative maintenance visits at \$149.95 per visit. For each visit a technician will provide a safety check, clean up and lubrication of all equipment. The technician will inspect and adjust all electrical units, cables, pulleys, bushing and all normal wear items applicable. An itemized description of the preventative maintenance to be performed is attached as **Addendum A**.
- This agreement covers labor for preventative maintenance only. Parts and/or labor for repairs will be additional and will be billed separately. If parts and/or repair labor are required, an estimate of the associated cost will be provided in the form of a written estimate emailed to the Customer. To approve and proceed with the proposed repairs, the authorized Customer representative must sign the estimate and return it by fax or email. No repairs will be performed by 1PFE without a signed estimate.
- 1PFE shall not be held responsible for improper operation of equipment and/or the safety of said equipment if repairs are not performed as recommended by 1PFE.
- While this agreement is in effect, Customer will be billed at a labor rate of \$149.95 for repair service.
- While this service agreement is in effect, 1PFE will provide a yearly review of all equipment at all properties enabling the Customer to effectively budget for subsequent fiscal year expenditure. Customer will inform 1PFE of their intention to replace, and/or add new fitness equipment to their facility before purchasing and will provide 1PFE with the opportunity to bid on the proposed equipment.
- This agreement will remain in effect for one year or until terminated by either party upon 30 days written notice to the other party.
- Customer shall pay 1PFE the Preventative Maintenance (PM) service agreement cost of \$149.95 per visit. PM Service typically requires one hour and typically only the first or second PM requires more time.

Addendum A

Itemized Description of Preventative Maintenance Agreement

Cross Trainers / Ellipticals/ Stairclimbers

- Check and clean control board functions
- Check all resistance components
- Check all electronic components
- Check and lubricate and/or lubricate drive chain/belt as needed
- Inspect all bearings, bolts and miscellaneous hardware
- Calibrate to manufacturers specifications
- Test overall operation of unit

Rowing Machines

- Check and clean control board functions
- Check all resistance components
- Check pivot points – clean and lubricate
- Clean and lubricate track and chain
- Calibrate to manufacturers specifications
- Test overall operation of unit

Stationary Bikes

- Check and clean control board functions
- Inspect alternator
- Inspect flywheel and tension belt for wear
- Inspect drive belt/chain for correct tension and wear
- Inspect all bearings, sprockets, bolts/screws and chain/drive belts
- Check speed assembly
- Calibrate to manufacturers specifications
- Test overall operation of unit

Treadmills

- Inspect rear roller and bearings
- Inspect all braces and all welds
- Align running belt and lubricate deck surface
- Inspect lower electronics
- Clean and vacuum drive/lift motor, air intakes fans, and controller boards as needed
- Inspect drive belt for wear and proper tension
- Calibrate to manufacturers specifications
- Test overall operation of unit

Strength Equipment (Weight Machines)

- Inspect all cables for wear
- Lubricate guide rods, carriage assembly, pulleys and miscellaneous hardware
- Test overall operation of unit

EXHIBIT 4

First Coast Contract Maintenance Service LLC.
352 Perdido Street
Saint Johns, FL 32259

(PH) 904-537-9034
(FX) 904-396-2383



Oct 15th, 2023

Prepared For: Parkland Preserve Community Development District

**Prepared By: Tony Shiver
President First Coast CMS LLC**

Proposal:

First Coast CMS LLC is an Amenity and Facility Management company designed to assist property management companies and developers with the day to day management of onsite maintenance task and personnel. With a dedicated maintenance manager directing onsite workers and job task, Owners/Management can focus on the other aspects of the property.

A few ways First Coast CMS outmatches traditional onsite maintenance and janitorial staffs are:

- Immediate coverage when needed for emergencies
- Assist Managers in locating outside contractors when the job calls for it.
- Support for larger jobs for instances that more workers are needed.
 - i.e. clean up after extreme weather
- Records of maintenance task performed and recommendations for projects and preventative maintenance

- Technicians are NSPF Certified Pool Operators, eliminating the need for traditional pool service companies.
- No need to worry about payroll, insurance, or workers compensation, it's all covered!

Each property is evaluated, and a maintenance and janitorial program is created to accommodate whatever the needs may be.

Property: Parkland Preserve CDD

Scope:

Janitorial and Custodial \$645 per month

First Coast CMS will provide all necessary services to maintain the facility's indoor and exterior space, including the pool deck.

Janitorial Services would be performed three days per week by cleaning staff.

Clubhouse

Duties and Responsibilities

Empty and replace liners in all garbage cans
 Clean clubhouse restrooms and stock if needed
 Clean entrance doors inside and out
 Sweep and mop ceramic tile
 Wipe down all tables, coffee tables, end tables
 Clean kitchen area, wipe down appliances
 Dust all pictures, light fixtures, A/C vents and T. V's
 Clean interior windowsills and glass windows
 Dust blinds/window treatments and interior ceiling fans

Frequency of Service

Each Visit
 Each Visit
 Each Visit
 Each Visit
 Each Visit
 Each Visit
 Monthly
 Monthly
 Monthly

Pool/Amenity Bathrooms

Duties and Responsibilities

Empty and replace liners in garbage cans
 Sanitize counter tops and diaper changing stations
 Sanitize all toilets, urinals, and sinks
 Sweep and sanitize floors
 Clean all mirrors
 Wipe down and disinfect all partition doors
 Restock all paper products, soaps, and toiletries
 Dust all light fixtures, vents, & door frames

Frequency of Service

Each Visit
 Each Visit
 Each Visit
 Each Visit
 Each Visit
 Each Visit
 As Needed
 Monthly

Exterior/Police Grounds

Duties and Responsibilities

Empty all exterior garbage cans and replace liners
 Police pool deck for trash
 Clean exterior windowsills and windows

Frequency of Service

Each Visit
 Each Visit
 Monthly

Recreation Amenities**Duties and Responsibilities**

Clean water fountains
 High dust exterior ceiling fans and light fixtures
 Check light bulbs and replace any that are burnt out

Frequency of Service

Each Visit
 Monthly as needed
 Each Visit

**Pool Cleaning and Service \$760 per month (March –
 October) and**

\$500 per month (Nov – February)

Our certified technician will be responsible for and maintaining correct water chemistry in the swimming pool. A series of water tests will be conducted at each visit. The results of these tests will be interpreted and used to determine the chemicals needed to maintain and assure purity and water balance as recommended by the NSPF and required by the State of Florida.

In addition, the technician will be responsible for cleaning the filter, pump and skimmer baskets as needed. The technician will also be responsible for general maintenance and adjustment of pool equipment as needed. The pool will be vacuumed regularly, and surface water skimmed to remove floating debris. The technician will manually clean pool steps and tiles as needed.

The pool will be inspected regularly and anything that appears to be in violation of the state pool code will either be corrected, or management notified of the violation so it can be corrected as soon as possible.

A manually written record will be kept showing activities of the pool, as well as a full test kit onsite at all times. Entries will show water test, chemicals added, filter condition, and whatever maintenance task performed on the pool that day. The routine chemical test performed by the technician will be Free Chlorine Residual, pH, Acid Demand, Total Alkalinity, Calcium Hardness, and Cyanuric Acid.

Any repairs or additional work will be charged extra. This includes work on mechanical seals, bearings, gaskets, light bulbs, or any other part of the pool that is not “routine” pool maintenance.

Emergency call outs for repairs, fecal accidents or additional cleanings will be invoiced separately at \$75 plus \$55 per hour

Any chemicals and filter media used to properly treat and balance the pool are not covered and will be invoiced monthly for reimbursement with a 3% purchase fee.

At the request of CDD Management, First Coast CMS may make repairs to District Assets and assist with light maintenance items that do not require trade licenses. Such work will be carried out and invoiced to the District at \$55 per hour

At the request of the CDD Manager, First Coast CMS will prepare a report for the Board of Supervisors regarding the general maintenance, repairs, and condition of the amenity center and its features.

Field Services - \$1375 per month

First Coast CMS proposes to provide The District with Field Services to assist District Manager with handling on site operations and routine inspections of District Assets. It is the duty of the field services manager to communicate directly with vendors to ensure they are performing the full scope of their agreement. Field Ops Manager will also work with other District Staff as needed to provide on site presence when needed. Max of 5 hours on site per week.

In consideration for providing services specified above by First Coast CMS LLC, payment to the order of **\$2780 (March – October) and \$2520 (Nov - February)** to be paid within (30) thirty days of invoice date.

Additional staffing approved by CDD Management/CDD Board will be invoiced at \$30 per hour. This includes additional staffing as needed for CDD Sponsored Special Events.

If agreed upon, a contract would be drafted and signed by both parties specifying details and could be terminated at any time by either party given a 30-day written notice by First Coast CMS and 30 day written notice by District.

Thank you for your consideration and we hope to do business with your organization.

Tony Shiver
President
First Coast CMS LLC.

EXHIBIT 5



LLS Tax Solutions Inc.
2172 W. Nine Mile Rd.
#352
Pensacola, FL 32534
Telephone: 850-754-0311
Email: liscott@llstax.com

October 5, 2023

Parkland Preserve Community Development District
c/o Vesta District Services
250 International Parkway, Suite 208
Lake Mary, Florida 32746

Thank you for choosing LLS Tax Solutions Inc. (“LLS Tax”) to provide arbitrage services to Parkland Preserve Community Development District (“Client”) for the following bond issue. This Engagement Letter describes the scope of the LLS Tax services, the respective responsibilities of LLS Tax and Client relating to this engagement and the fees LLS Tax expects to charge.

- Parkland Preserve Community Development District (St. Johns County, Florida)
\$11,485,000 Special Assessment Revenue Bonds, Series 2019A
\$3,200,000 Special Assessment Revenue Bonds, Series 2019B

SCOPE OF SERVICES

The procedures that we will perform are as follows:

- Assist in calculation of the bond yield, unless previously computed and provided to us.
- Assist in determination of the amount, if any, of required rebate to the federal government.
- Issuance of a report presenting the cumulative results since the issue date of the issue of bonds.
- Preparation of necessary reports and Internal Revenue Service (“IRS”) forms to accompany any required payment to the federal government.

As a part of our engagement, we will read certain documents associated with each issue of bonds for which services are being rendered. We will determine gross proceeds of each issue of bonds based on the information provided in such bond documents. You will have sole responsibility for determining any other amounts not discussed in those documents that may constitute gross proceeds of each series of bonds for the purposes of the arbitrage requirements.

TAX POSITIONS AND REPORTABLE TRANSACTIONS

Because the tax law is not always clear, we will use our professional judgment in resolving questions affecting the arbitrage calculations. Unless you instruct us otherwise, we will take the reporting position most favorable to you whenever reasonable. Any of your bond issues may be selected for review by the IRS, which may not agree with our positions. Any proposed adjustments are subject to certain rights of appeal. Because of the lack of clarity in the law, we cannot provide assurances that

the positions asserted by the IRS may not ultimately be sustained, which could result in the assessment of potential penalties. You have the ultimate responsibility for your compliance with the arbitrage laws; therefore, you should review the calculations carefully.

The IRS and some states have promulgated “tax shelter” rules that require taxpayers to disclose their participation in “reportable transactions” by attaching a disclosure form to their federal and/or state income tax returns and, when necessary, by filing a copy with the Internal Revenue Service and/or the applicable state agency. These rules impose significant requirements to disclose transactions and such disclosures may encompass many transactions entered into in the normal course of business. Failure to make such disclosures will result in substantial penalties. In addition, an excise tax is imposed on exempt organizations (including state and local governments) that are a party to prohibited tax shelter transactions (which are defined using the reportable transaction rules). Client is responsible for ensuring that it has properly disclosed all “reportable transactions” and, where applicable, complied with the excise tax provision. The LLS Tax services that are the subject of this Engagement Letter do not include any undertaking by LLS Tax to identify any reportable transactions that have not been the subject of a prior consultation between LLS Tax and Client. Such services, if desired by Client, will be the subject of a separate engagement letter. LLS Tax may also be required to report to the IRS or certain state tax authorities certain tax services or transactions as well as Client’s participation therein. The determination of whether, when and to what extent LLS Tax complies with its federal or state “tax shelter” reporting requirements will be made exclusively by LLS Tax. LLS Tax will not be liable for any penalties resulting from Client’s failure to accurately and timely file any required disclosure or pay any related excise tax nor will LLS Tax be held responsible for any consequences of its own compliance with its reporting obligations. Please note that any disclosure required by or made pursuant to the tax shelter rules is separate and distinct from any other disclosure that Client might be required to or choose to make with its tax returns (e.g., disclosure on federal Form 8275 or similar state disclosure).

PROFESSIONAL FEES AND EXPENSES

Our professional fees for the services listed above for the two annual bond years ending November 1, 2024, and November 1, 2025, is \$1,300, which is \$650 for each year. We will bill you upon completion of our services. Our invoices are payable upon receipt. Additionally, you may request additional consulting services from us upon occasion; we will bill you for these consulting services at a beforehand agreed upon rate.

Unanticipated factors that could increase our fees beyond the estimate given above include the following (without limitation). Should any of these factors arise we will alert you before additional fees are incurred.

- Investment data provided by you is not in good order or is unusually voluminous.
- Proceeds of bonds have been commingled with amounts not considered gross proceeds of the bonds (if that circumstance has not previously been communicated to us).
- A review or other inquiry by the IRS with respect to an issue of bonds.

The Client (District) has the option to terminate this Agreement within ninety days of providing notice to LLS Tax Solutions Inc. of its intent.

ACCEPTANCE

You understand that the arbitrage services, report and IRS forms described above are solely to assist you in meeting your requirements for federal income tax compliance purposes. This Engagement Letter constitutes the entire agreement between Client and LLS Tax with respect to this engagement, supersedes all other oral and written representations, understandings or agreements relating to this engagement, and may not be amended except by the mutual written agreement of the Client and LLS Tax.

Please indicate your acceptance of this agreement by signing in the space provided below and returning a copy of this Engagement Letter to us. Thank you again for this opportunity to work with you.

Very truly yours,
LLS Tax Solutions Inc.

AGREED AND ACCEPTED:
Parkland Preserve Community Development
District

By: Linda L. Scott
Linda L. Scott, CPA

By: _____
Print Name _____
Title _____
Date: _____

EXHIBIT 6

PARKLAND PRESERVE CDD MEETING AGENDA MATRIX

October, 2023	Regular Meeting: 10/23	<p><i>Presentations</i></p> <p><i>Consent Agenda Items</i></p> <ul style="list-style-type: none"> • Meeting Minutes <ul style="list-style-type: none"> ○ 9/25/2023 Regular Meeting • Unaudited Financials (September 2023) <p><i>Business Items</i></p> <ul style="list-style-type: none"> • Consideration of Fitness Equipment Maintenance Agreements • Consideration of Amenity Center’s Clubhouse Priority List • Consideration of First Coast CMS proposal for Field Services • Consideration of LLS Tax Solutions, Inc. Proposal for Arbitrage Services <p><i>Discussions</i></p> <ul style="list-style-type: none"> • Dog Park—Responsibility for Maintenance <p><i>Staff Reports</i></p> <ul style="list-style-type: none"> • District Manager <ul style="list-style-type: none"> ○ Action Item Report ○ Meeting Matrix • District Counsel • District Engineer 	<ul style="list-style-type: none"> • Two proposals received • Dana’s chart • Tony to send proposal
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PARKLAND PRESERVE CDD MEETING AGENDA MATRIX

November, 2023

*Regular Meeting:
11/27*

Presentations

Consent Agenda Items

- Meeting Minutes
 - 10/23/2023 Regular Meeting

- Unaudited Financials (October 2023)

Business Items

- Public Hearing on Parking Rule
- Consideration of Yellowstone Proposal on Palm Pruning

Discussions

- Swim Lanes at Pool

Staff Reports

- District Manager
 - Action Item Report
 - Meeting Matrix

- District Counsel

- District Engineer

PARKLAND PRESERVE CDD MEETING AGENDA MATRIX

January, 2024

*Regular Meeting:
1/22*

Presentations

Consent Agenda Items

- Meeting Minutes
 - 11/27/2023 Regular Meeting

- Unaudited Financials
 - November 2023
 - December 2023

Business Items

Discussions

Staff Reports

- District Manager
 - Action Item Report
 - Meeting Matrix

- District Counsel

- District Engineer

PARKLAND PRESERVE CDD MEETING AGENDA MATRIX

<p><i>Unscheduled Items</i></p>	<p><i>Presentations</i></p> <p><i>Consent Agenda Items</i></p> <p><i>Business Items</i></p> <p><i>Discussions (Workshop)</i></p> <ul style="list-style-type: none">• Meeting Format <p><i>Staff Reports</i></p> <p><i>Public Hearing</i></p> <p><i>Vendor Reports</i></p>	
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PARKLAND PRESERVE CDD MEETING AGENDA MATRIX

SUBJECT	NOTES

PARKLAND PRESERVE CDD MEETING AGENDA MATRIX

MAJOR CONTRACT VENDOR NAME/SERVICE	EXPIRATION DATE/COMMENTS
Amenity Management/Vesta Property Services	10/1/2023-9/30/2024; auto renews for two-1 year intervals (60 days)
Aquatic Management/Charles Aquatics	11/1/2021- (District and Contractor: last day of month of termination letter). First Addendum was effective on 11/2/2021; First Amendment was effective on 5/1/2022; Second Amendment was effective on 4/26/2023.
Arbitrage Services/LLS Tax Solutions	Period ending 11/3/2023
Audit Services/DMHB	Fiscal Year ending 9/30/2023
District Counsel Services/Kutak Rock LLP	3/15/2023-
District Engineer Services/Kimley-Horn.	
District Management Services/DPFG (d/b/a Vesta District Services)	4/16/2018-
Fire Alarm & Security Video/High Tech (Alpha Dog)	Month to month
Heating and Cooling Preventive Maintenance/Cool Connections	1/12/2023- (yearly)
Landscape Maintenance/Yellowstone Landscaping	2/1/2023-9/30 of each year (90 days by contractor; 7 days by District)
Pest Control/Orkin (Pest and Termite)	10/6/2021-10/6/2022 auto renew for 1 year intervals
Reception Service at Gate/Contact One	3 month renewals beginning on 3/3/2021
Website Hosting/Campus Suite	9/18/2019- 1 year auto renewal (60 days)

EXHIBIT 7

Draft Copy

Parkland Preserve CDD Chart of Clubhouse Priority



EXHIBIT 8

PARKLAND PRESERVE RESIDENT CLUBS

AKA: Community Social Meeting & Activities

WHAT IS A RESIDENT CLUB?

A Resident Club is a program such as, but not limited to, Book Club, Cooking Club and/or Crafting Club, which are run completely by residents within the Parkland Preserve community. These clubs are restricted to Parkland Preserve Residents ONLY and may take place as often as availability allows.

PURPOSE: The purpose of Clubs in Parkland Preserve is to help residents pursue common interests such as hobbies or recreational activities or through social, cultural, or service-oriented endeavors, that expand resident experiences and build community spirit.

ARE THESE DISTRICT CLUBS?

No. Resident Clubs are not sponsored, organized, or controlled by the District or Amenity Center Staff in any way. However, staff will be there to assist with your application, reservation and will schedule your club on the District calendar.

HOW DO I START A CLUB?

As a Club Leader, you may:

1. Create a concept for the Club.
2. Decide on a location for the Club to meet
 - Social Room / Outdoor Patio / Pickleball Courts / Boche Ball / Library / Gym
3. Decide how often you will meet.
4. Complete an application and submit it to Amenity Manager for approval.
5. Once approved, start inviting your club members to join!

WHAT RULES APPLY TO CLUBS? (Here are a few things to consider in addition to the official policies)

- All members of Resident Clubs must be Parkland Preserve residents. No exceptions.
- Each Club member must be registered with the Amenity Center and be a resident in good standing.
- Clubs need to appoint a Leader and a Co-Leader. A Co-Leader is a resident designated to take the Leader's place if unable to attend a meeting. The Leader *or* Co-Leader **must** attend each meeting.
- Club members must abide by the rules set forth by the Parkland Preserve CDD Policies.
- Leaders/Co-leaders are responsible for making sure the space is clean once the club meeting has concluded.
- All clubs must complete and return the attendance sheet to the Amenity Center Staff after each meeting.

Community Social Meeting & Activities Policies

As written in the Parkland Preserve Community Development District Policies

1. "Community Use" shall mean social meetings and activities for only Patrons including, but not limited to, book clubs, gardening clubs, and photography clubs. Community Use social meetings or activities must: 1) be open and available to all Patrons, 2) not-for-profit, and 3) free of charge to Patrons attending. Community Use does not include private events by invitation only such as a birthday or graduation party. The District reserves the right, in its sole discretion, to cancel a group's reservation for any reason whatsoever. Provided, however, unless such cancellation is for emergency purposes, a reservation shall not be cancelled without providing the group at least 7 days prior notice.
2. Generally, only one (1) room or portion of the Amenity Facility is available for Community Use (or rental) at any given time. Recurring events may be approved at the discretion of the Amenity Manager.
3. Available Facilities: The following areas of the Amenity Facility are available for Community Use for: The Social Room; the Outdoor Patio; the Pickleball Courts; and the Boche Ball Court.
4. Complete the "Parkland Preserve Community Use Application Form" with amenity staff.
5. For Community Use, rental fees shall be waived. By signing I agree that I have received a copy of the organization chart for clubs and agree to abide by it.
6. The Patron reserving any portion of the Amenity Facility for Community Use shall be responsible for any and all damage and expenses arising from the event. If additional cleaning of Amenity Facilities is required for a Community Use event, the Patron signing the Facility Use Application for the Amenity Facility will be liable for any expenses incurred by the District to perform the cleaning. The Amenity Staff shall determine the amount and shall notify the Patron of the amount needed.

By Accepting these terms and conditions or otherwise, you agree to the terms and conditions in said policy (as defined above). Whether you are entering into these terms and conditions as an individual or as a group the term "you" refers to you or your group.

Club Leader Printed Name

Co-Leader Printed Name

Club Leader Signature

Co-Leader Signature

Amenity Manager Signature

Date

PARKLAND PRESERVE CLUB APPLICATION

Club Name: _____

Leader/main contact info:

Club Leader Name: _____

Club Leader Address: _____

Club Leader Phone: _____

Club Leader Email: _____

Co-Leader/main contact info:

Co-Leader Name: _____

Co-Leader Address: _____

Co-Leader Phone: _____

Co-Leader Email: _____

Please tell us about your Club. What type of activities/functions does your club plan to host?
(Please attach additional pages as necessary.)

When and how often will your Club meet? (1x per month maximum)

Which space will your Club meet?

Who is your targeted audience?

- Adults Children/Teens/Youth Any Age

If a similar Parkland Preserve Club already exists, what distinguishes your club?

Is any person compensated, in any form, for their involvement or leadership of a Club?

YES NO If YES, what is the compensation? _____

In addition to having your club posted on the Parkland Preserve Website and calendar, how will the Club and its activities be promoted? (Please list):

Do you currently have any proposed advertising and/or logo? (If so, please include a sample)

YES NO

Did you read and understand the rules applying to your Club?

YES NO

Parkland Preserve CDD reserves the right to grant or reasonably deny a request for a Club. The Club Leader, as well as Club events, activities, programs, etc., should reflect the spirit and values of Parkland Preserve at all times. The District reserves the right to disassociate from a club at any time, for any reasons including but not limited to: inactivity by leader and/or lack of participation by members, Leader not being in good standing with Parkland Preserve CDD, unreasonable actions of the Leader, action arising from members' concerns, etc. All Clubs, and their respective members, are solely responsible for maintenance, repair and safe operation of the equipment provided or otherwise obtained by the Club, as well as for the safety of members and others participating in activities. Parkland Preserve CDD reserves the right, without further approval or compensation, to include activities, photographs, etc. for marketing, promotional and educational purposes.

Club Leader Signature

Co-Leader Signature

Amenity Manager Signature

Date

PLEASE RETURN APPLICATION TO:

Parkland Preserve Amenity Center

792 Parkland Trail

St. Augustine, FL 32092

Or email

ParklandAmenities@gmail.com

EXHIBIT 9



Landscape Report – Parkland Preserve CDD October 2023

General Maintenance

- We have moved into bi-weekly service visits as turf growth has slowed and mowing is not needed as frequently.
- We are finishing prepping plant material for winter dormancy, completing any needed pruning.
- We're continuing non-selective herbicide applications in planting beds for weed growth.

Fert/Chem

- Our Fert/Chem Supt has made numerous applications including, liquid fertilizer (0-0-25 w/micronutrients), pre-emergent herbicide, and a granular fertilizer (4-4-5). We have made a series of applications of selective herbicide for turf weeds.
- We will be monitoring the turf and plants for disease activity as we are experiencing cooler nighttime temperatures, treating as needed.

Special Projects

- Our Irrigation Supt is continuing the monthly inspections, there are no issues to report.
- We have the Fall/Winter annual rotation tentatively scheduled for mid-November.
- The previously approved proposal for Bahia seed/sod replacement in various common areas has been completed, we made additional Bahia seed applications on various locations on the banks of ponds 2 & 3 at no additional cost to the District.

Thanks,

Drew Baltz / Senior Account Manager

Best Management Practices Certified

Yellowstone Landscape

3235 North State Street, PO Box 849, Bunnell, FL 32110

Ph: 386.437.6211 ext. 167 | Cell: 904.487.7690 | www.yellowstonelandscape.com

EXHIBIT 10

Irrigation Inspection Report

ISCR #

NAME

ADDRESS

DATE

Parkland Preserve

9/13/2023

PG OF

START TIME(S)		A
START TIME(S)		B
START TIME(S)		C

RUN DAYS

WATER SOURCE

pump

CLOCK TYPE

Hunter

RAIN/FREEZE SWITCH

ZONE #	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16
TYPE (S,R,B,D)	S/D	R	D	MPRR/MPR/MPF	S	R	R/D	R	R	S	S	S	S	S	S	S
RUN TIME																
PROGRAM																

S= spray heads R=rotor heads B=bubblers D=drip, netafim or micro sprays

ADJUSTMENTS				1						1						
PARTIAL CLOGS						1				1						
STRAIGHTENED																

Note: Above items are part of irrigation wet check

BROKEN PIPE																
BROKEN HEADS																
BROKEN NOZZLES																
SEVERELY CLOGGED INCORRECT NOZZLES																
CHANGE TO 6 "																
CHANGE TO 12"																
MPR																
RAISE HEADS (coverage)																
DRIPLINE BREAK																
NON TURNING ROTORS																
VALVE FAILURE																

Note: Circled items are completed

Please stamp here

DATE COMPLETED

TECHNICIAN

ALAN

CLIENT

Irrigation Inspection Report

ISCR # _____

NAME _____

Parkland Preserve

ADDRESS _____

DATE _____

9/13/2023

PG _____

OF _____

START TIME(S)		A
START TIME(S)		B
START TIME(S)		C

RUN DAYS

WATER SOURCE _____

pump

CLOCK TYPE _____

Hunter

RAIN/FREEZE SWITCH _____

ZONE #	17	18	19	20	21	22	23	24	25	26	27	28				
TYPE (S,R,B,D)	S	R	S	?	?	?	DS	S	R/D	S	R	R				
RUN TIME																
PROGRAM																

S= spray heads R=rotor heads B=bubblers D=drip, netafim or micro sprays

ADJUSTMENTS		1														
PARTIAL CLOGS			1					2								
STRAIGHTENED																

Note: Above items are part of irrigation wet check

BROKEN PIPE																
BROKEN HEADS																
BROKEN NOZZLES																
SEVERELY CLOGGED																
INCORRECT NOZZLES																
CHANGE TO 6 "																
CHANGE TO 12"																
RAISE HEADS (coverage)																
DRIPLINE BREAK																
NON TURNING ROTORS																
VALVE FAILURE																

Note: Circled items are completed

	Please stamp here

DATE COMPLETED _____ TECHNICIAN ALAN CLIENT _____

EXHIBIT 11

6869 Phillips Pkwy. Dr. South Jacksonville Fl. 32256

Fax: 904-807-9158

Phone: 904-997-0044

Service Report

Date: Sept 29, 2023

Biologist: Bill Fuller

Client: Parkland Preserve

Waterways: 6 ponds

Pond 1: This pond was in good condition. Had a good kill on the perimeter vegetation.



Pond 2: This pond was in good condition. No invasive species noted.



Pond 3: This pond was in good condition. Had a good kill on the perimeter vegetation.



Pond 4: This pond was in good condition. Had a good kill on the perimeter vegetation.



Pond 5: This pond was in overall good condition. Treated for perimeter vegetation. **Back of pond needs to be mowed.**



Pond 6: This pond was in good condition. No invasive species noted. I sprayed terrestrial weeds in order to access pond with boat.



6869 Phillips Pkwy. Dr. South Jacksonville Fl. 32256

Fax: 904-807-9158

Phone: 904-997-0044

Service Report

Date: Oct 19, 2023

Biologist: Bill Fuller

Client: Parkland Preserve

Waterways: 6 ponds

Pond 1: This pond was in good condition. Had a good kill on the perimeter vegetation.



Pond 2: This pond was in good condition. No invasive species noted.



Pond 3: This pond was in good condition. No invasive species noted.



Pond 4: This pond was in good condition. No invasive species noted.



Pond 5: This pond was in overall good condition. Had a good kill on the perimeter vegetation. Back of pond needs to be mowed to provide access to this pond.



Pond 6: This pond was in good condition. No invasive species noted. I sprayed terrestrial weeds to access pond with boat... Access needs to remain clear for proper treatment. Access is where dead vegetation is.

