

TISON'S LANDING
Community Development District

September 13, 2018

Tison's Landing

Community Development District

475 West Town Place, Suite 114, St. Augustine, FL 32092

Phone: 904-940-5850 - Fax: 904-940-5899

September 6, 2018

Board of Supervisors
Tison's Landing
Community Development District

Dear Board Members:

A meeting of the Board of Supervisors of the Tison's Landing Community Development District will be held Thursday, September 13, 2018 at 6:00 p.m. at the Yellow Bluff Amenity Center, 16529 Tisons Bluff Road, Jacksonville, Florida 32218. Following is the advance agenda for this meeting:

- I. Roll Call
- II. Public Comment
- III. Discussion of I-9 Sports
- IV. Consideration of Proposals
 - A. Landscaping Services
 - 1. R&D Landscape
 - 2. Lawn Boy
 - 3. Yellowstone
 - B. Lake Maintenance Services
 - 1. Aquatic Systems
 - 2. Clear Waters
 - 3. Lake Doctors
 - 4. Lake and Wetland Management
 - C. Pool Maintenance Services
 - 1. Arsenault
 - 2. Crystal Clean
 - D. Pest & Landscape Fertilization / Weed Control
 - 1. Naders
 - 2. Turner Pest Control
 - 3. Pro Care Lawn & Pest
 - E. Amenity Management / Operations
 - 1. Vesta
 - 2. Riverside Management Services
 - F. Security Cameras
 - G. Reserve Study
 - 1. Dreux Issac
 - 2. Community Advisors

- V. Discussion of Upcoming Vacant Board Seats
- VI. Consideration of Agreement with Outdoor Lighting Solutions, LLC
- VII. Supervisor Requests / Audience Comments
- VIII. Next Scheduled Meeting – October 4, 2018 at 6:00 p.m. at the Yellow Bluff
Amenity Center
- IX. Adjournment

Enclosed under the third order of business is an email regarding I-9 sports.

The fourth order of business is consideration of proposals. Copies of the landscape proposals were previously sent via Fedex. All other proposal are enclosed for your review and approval.

The sixth order of business is consideration of agreement with Outdoor Lighting Solutions. A copy of the agreement is enclosed for your review and approval.

The balance of the agenda is routine in nature. Any additional support material will be presented and discussed at the meeting. If you have any questions, please contact me.

Sincerely,

David deNagy

David deNagy
District Manager

AGENDA

Tison's Landing

Community Development District

Agenda

Thursday
September 13, 2018
6:00 p.m.

Yellow Bluff Amenity Center
16529 Tison's Bluff Road
Jacksonville, Florida 32218
Call In # 1-800-264-8432 Code 964485
www.tisonslandingcdd.com

- I. Roll Call
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THIRD ORDER OF BUSINESS

From: Courtney Hogge chogge@gmsnf.com
Subject: Fwd: Tison's Landing
Date: July 16, 2018 at 9:10 AM
To:

CH

On Jul 11, 2018, at 4:18 PM, Doug Ramsey <doug_ramsey@i9sports.com> wrote:

Dave,

Good afternoon I hope your summer is going well. In preparing for the meeting tomorrow I have been thrown a major curve ball as one of my best friends daughter was in a tragic accident and lost her life and I will be attending a funeral tomorrow and will not be able to make the meeting. I really wish that I could but I must go to the funeral. I hope everyone understands.

I am resending a copy of our email thread from July 2017 just so I can be as caught up as possible when speaking on i9's behalf.

When you first sent me this detail and left me a voicemail you mentioned the fields would be redone and that they would be great playing surfaces for residents and provide i9 with a superior playing surface for future seasons with this partnership.

With that I submitted a proposal of a \$5,000 partnership with payment one coming in January of last year and payment two coming upon return of our program. I then presented this same proposal at the meeting I attended and from my understanding the agreement was set. I mailed the first \$2500 check in January (check #2415 deposited on 3/2/2018) along with my Winter rental check (check #2414 for \$530 deposited on 3-2-2018). Upon execution of this deposit my assumption was what I believed to have transpired during the meeting was that indeed we were moving forward for a continued and hopefully lengthy agreement. I feel as though i9 Sports has done everything asked on our end and that we had an agreement in place.

The question has come up about number of residents participating in the programs and that number does vary based of number of participants. Typically though it ranges form 25-40 percent based on numbers. That is a high percentage I believe.

Not only are we providing quality local programs that the residents use we have also provided quite a few with jobs and more.

Over the last 5 years I have employed residents as:

Referees

Sports instructors

Site coordinators

All of these providing extra income to residents and a great way for them to give back to the community.

Not only has i9 providing these items on a small scale but on a larger scale I have had multiple residents mention to me that while playing in our programs they have come to love the neighborhood and have actually purchased homes there. Shawn Juchno is one that comes to mind and I apologize I do not have the others but can say in all honestly we have definitely been more than a weekend rental program for the neighborhood and surrounding area.

I know it has not always been optimal as we have had some issues but feel when they have arisen we have addressed them swiftly and made sure that we were not a burden on the residents.

As I mentioned when we spoke before we market a year in advance and our next season is the Fall season starting September 22nd. Based on the items above I have been promoting our Fall and Winter programs and have people already registered to play. I really hope we can come to some sort of agreement at least for the next few seasons so I do not have to displace these participants many of which are residents but I do understand if that is the only option.

Again I apologize for not being able to make it. I know it does not help my situation but the reason I feel is just and hope the board and the powers that be understand. I would be happy to come sit down with someone on another day if needed. I hope that the board will reconsider after providing the detail above and that we can indeed get back to providing the service we always have and get these young people off the couch and onto the field in their backyard once again.

Have a blessed day and I look forward to hearing form you in the near future. I have attached our Powerpoint Presentation to refresh as to what our programs truly are.

<Benefits Presentation 2.ppt>

Thank You,

Doug Ramsey
Office: 904-425-5575
doug.ramsey@i9sports.com

Begin forwarded message:

From: Doug Ramsey <doug.ramsey@i9sports.com>
Subject: Re: Tison's Landing
Date: July 27, 2017 at 1:08:33 PM EDT
To: Dave deNagy <ddenagy@gmsnf.com>

Dave,

Good afternoon,

Sorry for the delayed response as I was on vacation and playing catchup from being out two weeks for family matters.

I will be sending over the agreement today. I did have one request concerning the dates.

We are currently promoting our winter season already which starts January and ends basically end of February (weather permitting) I was hoping that we could extend to that season as well. I am sure when and if the maintenance takes place it would not be in winter months as we all know that is not peak growing season. That would be a big help especially if the discussion is to shut it down for a 9 months to a year.

Concerning the shared cost of the maintenance what did the board have in mind? I have always offered to help and will be happy to do so to some degree. Unfortunately this business does not generate enough revenue to split the cost of \$26000 with the CDD. I would be happy to contribute in some way possibly paying a portion that we can discuss for sure. I want to be a partner with the community not just someone who rents space and help promote youth athletics in the area locally, as well as help the multiple residents who I have employed as referees, site managers and coaches over the years.

If you could get me an idea of what they are thinking that would be fantastic. My thoughts were to contribute \$5000 to the maintenance that would be paid in two payments of \$2500, one at the start of the maintenance and the other at the start of our next season once completed. Of course this is just a suggestion but wanted to show you and the board that I am willing to help offset this cost. I would love to continue our relationship without question as I feel it has been a good one. As with all there are bumps and bruises lol but all in all I think it has been positive.

I look forward to your response.

Thank You,

Doug Ramsey
Office: 904-425-5575
doug.ramsey@i9sports.com

On Jul 7, 2017, at 8:33 AM, Dave deNagy <ddenagy@gmsnf.com> wrote:

Doug,

Good morning.

The Tison's Landing Board met yesterday, and one of the agenda items was the agreement with I9 (DWR Ventures). As you know I9, as part of the agreement

(Section 4 B), provides certain maintenance as the fields are used. The District also provides maintenance and upkeep to the fields. The District, in March 2018, is proposing to do extensive resurfacing of the fields - fields used by I9. The resurfacing project will put the fields out of use for approximately one year. The District would like I9 to partner in the cost to have the fields resurfaced and I would like to ask if you will consider sharing in the repair cost, which will cost the District just over \$26,000. This expenditure will give the District a higher quality field for use by its residents and guests and will provide I9 with a superior sports venue for the services it provides in the northeast Jacksonville area.

One of the other questions posed by the Board was - and I'll defer to you for an answer - how many Yellow Bluff residents register with I9 for its programs at Yellow Bluff Landing?

Lastly, please see the attached updated agreement, extending the current term of the agreement to December 31, 2017. If you would review the agreement, then sign and return the agreement to me, I will have it signed by the Chairman and a fully executed copy returned to you.

Please let me know if you have any questions on any of the information noted above.

Thank you,

<Recreational Facilities Agmt I-9 2017.pdf>

David deNagy
Governmental Management Services
475 West Town Place, Suite 114
St. Augustine, Florida 32092
904.940.5850 x404 (Office)
904.940.5899 (FAX)
ddenagy@gmsnf.com

FOURTH ORDER OF BUSINESS

A.

Tison's Landing Community Development District
Proposal Summary
Landscape & Irrigation Maintenance Services Evaluation Criteria

	Proposer	Personnel	Experience	Understanding Scope of Work	Price*		Total Points
		25	30	15	20	10	
1	R&D Landscape & Irrigation						
2	Lawn Boy						
3	Yellowstone Landscaping						

*Price: 20 points award to the Proposer submitting the lowest total bid for completing the work. All other proposals will receive a percentage of this amount based upon the difference between that Proposer's bid and the low bid. Formula to calculate pricing points: Lowest Contractor Bid divided by each individual bid x 20 = Points Allocated

10 points are allocated for the reasonableness of unit prices

B.

1.

July 19, 2018

Mr. Christopher Hall
Tison's Landing CDD
c/o Riverside Management Services
9655 Florida Mining Boulevard West
Building 300, Suite #305
Jacksonville, Florida 32257

VIA EMAIL: chall@rmsnf.com

Dear Mr. Hall:

At your request, on July 16, 2018, we surveyed the waterways at **Tison's Landing CDD**. We recommend that this integrated **Aquatic Systems, Inc.** program of waterway management be initiated as soon as possible:

Algae Management. Please recognize that some algae is of benefit to the water quality and food chain, enhancing the total ecosystem.

Management of all existing noxious aquatic weeds growing in the waterway.

Scheduled inspections, with treatment as necessary, to *prevent* growth of new aquatic weed species through introduction by drainage or other natural processes.

Management of the shoreline grasses growing in the water to the water's edge.

Triploid Grass Carp *may be utilized* by **Aquatic Systems, Inc.** for control of certain submerged aquatic weeds. These fish will be stocked, *pending regulatory approval*, if **Aquatic Systems, Inc.** determines them to be beneficial. No additional charges for permitting, barrier installation or stocking will be invoiced to customer, unless specified on the face of the enclosed contract.

This program requires steel fish containment barrier(s) that meet or exceed Florida Fish and Wildlife Conservation Commission permit requirements to possess and stock sterile triploid grass carp for aquatic weed control.

Establishment of a professional reporting system for property management administration.

Kindly sign the contracts and return to us as soon as possible, so we may schedule your programs.

Mr. Hall, a waterway system thrives on the oxygen-producing and nutrient up-taking properties of its plant life. It is the intent of **Aquatic Systems, Inc.** to provide an ecological balance so that both the waterway ecosystem, including fish, animal life, and neighboring community can benefit.

If you have any questions, please do not hesitate to contact me at 1-800-432-4302.

We look forward to serving **Tison's Landing CDD**!

Sincerely,



David Cottrell
District Manager
DKC/cs

Enclosures

 **Vertex Water Features Authorized Lake Aeration & Fountain Dealer**

2100 NW 33rd Street • Pompano Beach, FL 33069 • 1-800-432-4302 • www.aquaticsystems.com
Ft. Myers • Ft. Pierce • Jacksonville • Miami • Pompano Beach • Sanford • Sarasota • St. Petersburg • Sun City • Wesley Chapel • Winter Garden

Aquatic Systems, Inc.
Lake & Wetland Management Services
Everything a Lake Should Be
2100 NW 33rd Street, Pompano Beach, FL 33069
Telephone: 1-800-432-4302
www.aquaticsystems.com

This Agreement made the date set forth below, by and between Aquatic Systems, Inc., a Florida Corporation, hereinafter called "ASI", and

Mr. Christopher Hall
Tison's Landing CDD
c/o Riverside Management Services
9655 Florida Mining Boulevard West
Building 300, Suite #305
Jacksonville, Florida 32257
(352) 681-9874
chall@rmsnf.com

Aquatic Services Agreement

One-Year Agreement - Automatic Renewal

A) *Initial Treatment*

B) *With Annual Maintenance Program To Follow*

***Simultaneous Execution With Special Services
Barrier Installation Agreement***

Month Service is to Commence: _____

Date of this proposal: July 19, 2018 DKC/L-R-60

hereinafter called "Customer". The parties hereto agree as follows:

1. ASI agrees to manage certain lake(s) and/or waterway(s) in accordance with the terms and conditions of this Agreement in the following location:

Eight waterways (13,975 total linear foot perimeter) located at **Tison's Landing CDD** in Jacksonville, Florida.

2a. **Initial Treatment Program.**

2b. **TWICE MONTHLY** Maintenance Program to follow **within THIRTY (30) Days** of the Initial Treatment.
Minimum of **twenty-four (24)** inspections with treatment as required (approximately once every 15 days).

3. CUSTOMER agrees to pay ASI, its agents or assigns, the following sum for specified water management service:

A) Initial Treatment Fee

\$ 3,567.00 One-Time

Sites #1 through #8 initial month of service to include two visits and treatment for shoreline grasses and algae. Whole lake treatments at sites #1 through #3 and sites #5 through #7 using systemic aquatic herbicides to address heavy submersed weed infestations will also be performed.

Note: *This program is intended to reset the ponds to a maintenance condition.*

B) Annual Maintenance Program:

Algae & Aquatic Weed Management
Shoreline Grass Management to the Water's Edge
Triploid Grass Carp Stocking & Permitting

Included
Included
As Required by ASI*

Site #1

Carp Barrier(s) Installation/Fabrication- *Required*
Site #1

Additional See Attached Barrier Installation Agreement

Management Reporting

Included

Total Program Investment

\$ 1,089.00 Monthly

The above price is effective for 90 days from the date of this proposal.

**Services performed at ASI's sole discretion for the success of the Waterway Management Program.*

Terms & Conditions of Aquatic Services Agreement

1. This transaction is subject to the terms and conditions quoted below, notwithstanding any conflicting provisions submitted by BUYER.

2. If CUSTOMER requires **ASI** to enroll in any special third-party compliance programs invoicing or payment plans that charge **ASI**, those charges will be invoiced back to CUSTOMER.
3. This Agreement shall have as its effective date the first day of the month in which services are first rendered to the CUSTOMER. The contract price has been equally spread over a 12-month payment period and does not reflect the actual fluctuating seasonal costs of services.
4. CUSTOMER agrees that the services to be provided are for the benefit of CUSTOMER regardless of whether the CUSTOMER has direct legal ownership of the water areas specified. In the event that CUSTOMER does not directly own the areas where services are to be provided, CUSTOMER warrants and represents that he has control of these areas to the extent that he may authorize the specified services and agrees to defend, indemnify and hold **ASI** harmless for the consequences of such services not arising out of **ASI** sole negligence.
5. Neither party shall be responsible in damages, penalties or otherwise for any failure or delay in the performance of any of its obligations hereunder caused by strikes, riots, war, acts of God, accidents, governmental order and regulations, curtailment or failure to obtain sufficient material or other cause (whether or not of the same class or kind as those set forth above) beyond its reasonable control and which, by the exercise of due diligence, it is unable to overcome. Should Aquatic System's, Inc. be prohibited, restricted or otherwise prevented from rendering specified services by any of the conditions, Aquatic Systems, Inc. shall notify CUSTOMER of said condition and of the excess direct costs arising therefrom. CUSTOMER shall have thirty (30) days after receipt of said notice to terminate this Agreement by so notifying Aquatic Systems, Inc. in writing.
6. **ASI**, at its expense, shall maintain the following insurance coverage: Workman's Compensation (statutory limits), General Liability, Property Damage, Products and Completed Operations Liability, and Automobile Liability.
7. If at any time during the term of this Agreement, CUSTOMER feels **ASI** is not performing in a satisfactory manner, or in accordance with the terms of this Agreement, CUSTOMER shall inform **ASI**, by certified mail, return-receipt requested, stating with particularity, the reasons for CUSTOMER'S dissatisfaction. **ASI** shall investigate and attempt to cure the defect. If, after 30 days from the giving of the original notice, CUSTOMER continues to feel **ASI** performance is unsatisfactory, CUSTOMER may terminate this Agreement by giving notice ("Second Notice") to **ASI** and paying all monies owing to the effective date of termination. In this event, the effective date of termination shall be the last day of the month in which said second notice is received by **ASI**.
8. **ASI**, agrees to hold CUSTOMER harmless from any loss, damage or claims arising out of the sole negligence of Aquatic Systems, Inc.; however, **ASI**, shall in no event be liable to CUSTOMER, or others, for indirect, special or consequential damages resulting from any cause whatsoever.
9. Collection terms are net 30 days from invoice date. In consideration of **ASI'S** providing services and/or products, the CUSTOMER agrees to pay its invoice/statement within 30 days of the invoice/statement date. All amounts remaining due and owing 30 days after billing by SELLER shall bear interest at the rate of 1.5% per month until paid in full. The CUSTOMER shall pay all costs of collection, including liens and reasonable attorney's fees. **ASI** may cancel this Agreement, if CUSTOMER is delinquent more than sixty (60) days on their account. *Checks should be payable to Aquatic Systems, Inc.*
10. If at any time during the term of this Agreement the government imposes any additional related permit requirements, water testing and/or fees, this Agreement may be renegotiated to include these changes and the cost of the additional services and/or fees. If a renegotiated contract can not be agreed upon **ASI** reserves the right to cancel this Agreement.
11. **Automatic Extension.** Upon the anniversary date, this Agreement shall automatically be extended for successive twelve month periods, unless notice of non-renewal has been received by **ASI**, in writing, at least thirty (30) days prior to the anniversary date. The anniversary date shall be the first day of the month in which services were first rendered under this Agreement. Prices specified are firm throughout the original term of the contract; but thereafter, **ASI** may, with thirty (30) days' pre-notification, change pricing effective upon the next anniversary date. If you do not agree with a proposed price change, you must notify us in writing within twenty-one (21) days after receipt of our price change notice. **ASI** shall then have the option of terminating this Agreement without penalty to you.
12. It is the CUSTOMER'S responsibility to inform **ASI** of any and all work areas that are required mitigation sites in which desirable plants have been or are to be installed. CUSTOMER agrees to provide **ASI** with copies of mitigation permits, site plans, plant species, etc. relating to contracted work areas. **ASI** assumes no responsibility for damage to desirable plants where CUSTOMER has failed to disclose such information to **ASI**.
13. Under "shoreline grass management program," **ASI** will treat border grasses and brush. Certain plants, such as grasses and cattails, leave visible structure which may take several seasons to decompose. CUSTOMER is responsible for removing such structure if desired.
14. Cyanobacteria identification and toxin testing are not included in this agreement. Cyanobacteria are common throughout Florida waterways and our algae management program cannot guarantee the absence, elimination or control of cyanobacteria and toxins. **ASI** shall in no event be liable to CUSTOMER, or others, for indirect, special or consequential damages resulting from the presence of

cyanobacteria or cyanobacteria toxins in their waterbodies.

15. Water use restrictions after treatment are not often required. When restrictions are required, **ASI** will post signs and notify CUSTOMER. It is the CUSTOMER'S responsibility to maintain the posted signs throughout the required period. **ASI** does not assume any liability for failure by any party to be notified of, or to observe, the above regulations.
16. *Carp Containment Barrier(s)*: **ASI** is not responsible under any circumstances for flooding or water damage from fouled water level control structures resulting from **ASI** installing Carp Containment Barriers on the structures.
17. If this Agreement is signed by owner's agent, a change in agent will not void the terms of this Agreement.
18. This Agreement constitutes the entire Agreement of the parties hereto and no oral or written alterations or modifications of the terms contained herein shall be valid unless made in writing and accepted by an authorized representative of both **ASI** and the CUSTOMER.
19. In the event legal action is instituted to enforce this Agreement or any portion hereof, the prevailing party shall be entitled to an award of reasonable attorney's fees, in addition to court and other costs, including, but without limitation, fees and costs in conjunction with any proceeding before any appellate tribunal.
20. The sole and exclusive jurisdiction and venue for the determination of any disputes arising hereunder between the parties hereto shall be the 17th Judicial Circuit in and for Broward County, Florida and the undersigned agrees that said court shall have jurisdiction over the undersigned for determination of any disputes between the parties to this Agreement.

Customer or Authorized Agent Signature

Date

Print Name and Title of Signer

Print Company Name of Signer

Aquatic Systems, Inc. Signature

Date

Aquatic Systems, Inc.
Lake & Wetland Management Services
Everything a Lake Should Be
2100 NW 33rd Street, Pompano Beach, FL 33069
Telephone: 1-800-432-4302
www.aquaticsystems.com

This Agreement made the date set forth below, by and between Aquatic Systems, Inc., a Florida Corporation, hereinafter called "ASI", and

Mr. Christopher Hall
Tison's Landing CDD
c/o Riverside Management Services
9655 Florida Mining Boulevard West
Building 300, Suite #305
Jacksonville, Florida 32257
(352) 681-9874
chall@rmsnf.com

Special Services Agreement - Barrier(s) Installation

Simultaneous Execution with Aquatic Services Agreement

Start Date: _____.

Date of proposal: July 19, 2018 DKC/L-R-60

We are pleased to quote special pricing as follows:

Services to be performed: Design, fabricate, paint, and install one (1) steel fish containment barrier that meet or exceed Florida Fish and Wildlife Conservation Commission permit requirements to possess and stock sterile triploid grass carp for aquatic weed control.

Site: #1, Lake (6.15 Acres)

Total Balance Due Upon Completion \$400.00

The above price is effective for 90 days from the date of this proposal.

Terms & Conditions of Special Services Agreement

1. If CUSTOMER requires **ASI** to enroll in any special third-party compliance programs invoicing or payment plans that charge **ASI**, those charges will be invoiced back to CUSTOMER.
2. CUSTOMER agrees that the services to be provided are for the benefit of CUSTOMER regardless of whether the CUSTOMER has direct legal ownership of the water areas specified. In the event that CUSTOMER does not directly own the areas where services are to be provided, CUSTOMER warrants and represents that he has control of these areas to the extent that he may authorize the specified services and agrees to defend, indemnify and hold **ASI** harmless for the consequences of such services not arising out of **ASI** sole negligence.
3. Neither party shall be responsible in damages, penalties or otherwise for any failure or delay in the performance of any of its obligations hereunder caused by strikes, riots, war, acts of God, accidents, governmental order and regulations, curtailment or failure to obtain sufficient material or other cause (whether or not of the same class or kind as those set forth above) beyond its reasonable control and which, by the exercise of due diligence, it is unable to overcome. Should Aquatic System's, Inc. be prohibited, restricted or otherwise prevented from rendering specified services by any of the conditions, Aquatic Systems, Inc. shall notify CUSTOMER of said condition and of the excess direct costs arising therefrom. CUSTOMER shall have thirty (30) days after receipt of said notice to terminate this Agreement by so notifying Aquatic Systems, Inc. in writing.
4. **ASI**, at its expense, shall maintain the following insurance coverage: Workman's Compensation (statutory limits), General Liability, Property Damage, Products and Completed Operations Liability, and Automobile Liability.

5. **ASI**, agrees to hold CUSTOMER harmless from any loss, damage or claims arising out of the sole negligence of Aquatic Systems, Inc.; however, **ASI**, shall in no event be liable to CUSTOMER, or others, for indirect, special or consequential damages resulting from any cause whatsoever.
6. Collection terms are net 30 days from invoice date. In consideration of **ASI'S** providing services and/or products, the CUSTOMER agrees to pay its invoice/statement within 30 days of the invoice/statement date. All amounts remaining due and owing 30 days after billing by SELLER shall bear interest at the rate of 1.5% per month until paid in full. The CUSTOMER shall pay all costs of collection, including liens and reasonable attorney's fees. **ASI** may cancel this Agreement, if CUSTOMER is delinquent more than sixty (60) days on their account. *Checks should be payable to Aquatic Systems, Inc.*
7. It is the CUSTOMER'S responsibility to inform **ASI** of any and all work areas that are required mitigation sites in which desirable plants have been or are to be installed. CUSTOMER agrees to provide **ASI** with copies of mitigation permits, site plans, plant species, etc. relating to contracted work areas. **ASI** assumes no responsibility for damage to desirable plants where CUSTOMER has failed to disclose such information to **ASI**.
8. Cyanobacteria identification and toxin testing are not included in this agreement. Cyanobacteria are common throughout Florida waterways and our algae management program cannot guarantee the absence, elimination or control of cyanobacteria and toxins. **ASI** shall in no event be liable to CUSTOMER, or others, for indirect, special or consequential damages resulting from the presence of cyanobacteria or cyanobacteria toxins in their waterbodies.
9. Water use restrictions after treatment are not often required. When restrictions are required, **ASI** will post signs and notify CUSTOMER. It is the CUSTOMER'S responsibility to maintain the posted signs throughout the required period. **ASI** does not assume any liability for failure by any party to be notified of, or to observe, the above regulations.
10. *Carp Containment Barrier(s):* **ASI** is not responsible under any circumstances for flooding or water damage from fouled water level control structures resulting from **ASI** installing Carp Containment Barriers on the structures.
11. This Agreement constitutes the entire Agreement of the parties hereto and no oral or written alterations or modifications of the terms contained herein shall be valid unless made in writing and accepted by an authorized representative of both **ASI** and the CUSTOMER.
12. In the event legal action is instituted to enforce this Agreement or any portion hereof, the prevailing party shall be entitled to an award of reasonable attorney's fees, in addition to court and other costs, including, but without limitation, fees and costs in conjunction with any proceeding before any appellate tribunal.
13. The sole and exclusive jurisdiction and venue for the determination of any disputes arising hereunder between the parties hereto shall be the 17th Judicial Circuit in and for Broward County, Florida and the undersigned agrees that said court shall have jurisdiction over the undersigned for determination of any disputes between the parties to this Agreement.

Please provide the legal name and address of the owner of the property where the contracted work will be completed. Sign and print your name.			
Property Owner(s):			
Owner Address:			
Owner Phone #:			
Aquatic Systems, Inc. Signature		Authorized Customer's Signature	
Date		Title	
Print Name		Date	
Print Company Name			



Field Technicians

State Certified Aquatic Applicators: All of our technicians are required by ASI to obtain State Certification, giving you confidence that your water is managed properly.

Trained for Safety: Prevention is the key to a safe work environment in both the office and the field. Our monthly safety training covers more than 15 major topics, from Airboats to Welding.

Drug Free: Our comprehensive, random drug policy for all employees gives you assurance that ASI personnel working inside your community are repeatedly drug tested.

Background Check: For your peace-of-mind, all ASI technicians must pass a broad criminal and driving background check when hired.

Swim Certification: Water safety requires more than personal flotation devices. Our technicians must be certified by Red Cross swim instructors and trained to safely operate their spray boat. This ensures a higher level of safety, for them and for your community residents, around all types of waterways.

Responsible Lake Management

Tison's Landing CDD

Waterway map- created July 17th, 2018



2.

CLEAR WATERS INC.

P.O. Box 291522 Port Orange, Fl. 32129
Phone 386.767.4928 Fax 386.767.4713

CUSTOMER NAME: Tison's Landing CDD

ATTENTION: Brian Stephens

c/o GMS, LLC

ADDRESS: 475 West Town Place Ste. 114
Jacksonville, FL 32092

TELEPHONE: 904-6279271

EMAIL: bstephens@riversidemgtsvc.com

LAKE MANAGEMENT AGREEMENT

This agreement between Customer, at the address given, and Clear Waters Inc. consist of this page and page II Terms and Conditions. The exhibits referred to herein and any Contract Addendums attached or agreed to in the future. No modification of this Agreement shall be valid unless agreed to by both Parties and set forth in writing in the form of a Contract Addendum. This agreement is entered into in Volusia County, Florida, which the parties agree is the place of payment and the situs jurisdiction in the event of dispute.

SERVICE. Clear Waters Inc. agrees to deliver, for Customer's benefit, the services specified below, to follow good environmental and aquatic management practice, to use methods with a wide margin of safety for fish, waterfowl and human life, and to comply with applicable laws and rules. During the Term, Clear Waters Inc. will provide, for each work area, the service appropriate to work scope (defined in our proposal) and the number of annual visits specified (or a proportionate number if the term be other than 12 months). Clear Waters Inc. shall schedule all visits by month for optimum estimated effectiveness. In the case of PLP services, the number of annual visits shall be sufficient to maintain the work area to customer's satisfaction. Any SPEC program details are set forth by Contract Addendum.

WORK SCOPE	ANNUAL VISITS	WORK AREA DESCRIPTION	TOTAL COST
STD	12	Lakes 1 - 8 at Yellow Bluff Landing	\$9000.00

- TERM AND STARTING DATE.** The Term of this Agreement shall be 12 months or as otherwise provided by Contract Addendum. The term shall be measured in whole months, beginning the first day of the month in which services are initially provided. The Starting Date shall be as soon as practicable after Clear Waters, Inc. receives acceptance of this agreement and any required governmental permits, or: Calendar year 2019.
- MAP.** Work area references (if any) are defined in the Exhibit identified as Map Number: N/A.
- TIME LIMITATIONS.** The offer contained in this agreement shall have no further force or effect until accepted by the Customer (signed and returned to Clear Waters Inc. with the deposit). Clear Waters Inc. shall indicate its acceptance of this agreement by sending customer a contract confirmation and /or commencing work. Due to changing environmental conditions of lakes, this offer may not be valid after: 11/30/18.
- TOTAL CONTRACT AMOUNT.** The total contract amount is \$ 9000.00.
- PURCHASE AND PAYMENT AGREEMENT.** Customer agrees to purchase the services specified and to pay to Clear Waters Inc. the total contract amount as follows:

START-UP CHARGE (or deposit due with acceptance).....\$ N/A.

PROGRESS PAYMENTS. This payment schedule is for customer's convenience, and does not reflect seasonal variations in the cost of providing these services. \$ 750.00 each month through the duration of this agreement.

Acceptance by customer

Date

Clear Waters

Date

Name Printed

Title

Clear Waters, Inc.
"Knowledgeable People Providing Quality Service"

STANDARD TERMS AND CONDITIONS

1. Acceptance of Management Agreement.

Customer: Deliver signed Agreement and deposit as specified.

Company: Acceptance is denoted by our beginning the work or issue of work order.

2. Term of Agreement.

Agreement begins on the date of first treatment and runs for number of months specified.

3. Company Responsibilities.

Monitor water conditions in specified areas and provide weed control services consistent with the scope of work and good aquatic management practices.

Supply required equipment, Licensed Personnel, and necessary products to perform the work.

Leave a wide margin of safety for fish and waterfowl.

Make at least as many visits as specified in Agreement.

Schedule visits for optimum results.

Notify customer of any water use restrictions BEFORE use of any products, which may require such restriction. In person with written instruction.

4. Insurance.

Auto Liability, General Liability, Property and Casualty. Certificate issued upon request.

5. Payments, Credit & Terms.

Monthly payments are due on the 5th of month. Any payments received after the 5th of the following month are considered late. As of the 5th day of the following month all past due accounts will receive finance charges.

A periodic rate of 1.5% per month which is an ANNUAL PERCENTAGE RATE OF 18% or the maximum rate allowed by law, whichever is less.

Acceptance of any partial payment or payment marked "Paid in full " does not restrict or limit our right to collect all amounts owed under the agreement.

6. Renewal.

The Agreement automatically renews on its anniversary date. Every 12 months.

Unless: a) You notify us of non-renewal no less than 30 days prior to anniversary date. (Last day of 12th month) or

b) We submit a price change or request a change order on the job which both parties can't come to agreement on.

Renewed Agreements shall be viewed as identical to the original. Price changes may be proposed any time after the first anniversary date. There will be a minimum 30-day advance notice of price change. This Agreement may be canceled by either party with thirty (30) days written notice.

7. Customer Satisfaction, Warranty.

Customer satisfaction is our first priority. We will do our best to fulfill the customers' expectations and minimize adverse environmental conditions. We will maintain the quality of the work consistent with the job description. We will make ourselves available for consultation as necessary. We can't make any guarantee of treatment results or time required to achieve a certain result due to all the external natural and environmental conditions, which can affect the work.

8. Customer's Responsibilities

Designate contact person for onsite check-in. Provide access to the work area for boat launches or buggy travel.

Identify all pumping, irrigation and outfalls which will affect our work. Notify us of any water use changes which may affect our work. To pay all payments when due as billed. To pay any liquidated damages in event of your default of this Agreement. Agree to indemnify us from any damages resulting from our service except those deemed

due to our sole negligence.

3.



The Lake Doctors, Inc.
Aquatic Management Services®

Corporate Offices
3543 State Road 419
Winter Springs, FL 32708
1-800-666-5253
lakes@lakedoctors.com
www.lakedoctors.com

Water Management Agreement

MAS

This Agreement, made this _____ day of _____, 20____ is between The Lake Doctors, Inc., a Florida Corporation, hereinafter called "THE LAKE DOCTORS" and

NAME _____

BILLING ADDRESS _____

CITY _____ **STATE** _____ **ZIP** _____ **PHONE** () _____

EMAIL ADDRESS _____

IF YOU WOULD LIKE YOUR INVOICE EMAILED, CHECK HERE: _____

Hereinafter called "CUSTOMER"

REQUESTED START DATE: _____

PURCHASE ORDER #: _____

The parties hereto agree to follows:

- A. THE LAKE DOCTORS agrees to manage certain lakes and/or waterways for a period of twelve (12) months from the date of execution of this Agreement in accordance with the terms and conditions of this Agreement in the following location(s):

Eight (8) lakes associated with **Tison's Landing CDD**, Jacksonville, Florida.

Includes a minimum of twelve (12) inspections and treatments, as necessary, for control and prevention of noxious aquatic weeds and algae. Customer's agrees to implement Triploid Grass Carp stocking program for biological control of under-water weeds.

- B. CUSTOMER agrees to pay THE LAKE DOCTORS, its agents or assigns, the following sum for specified aquatic management services:

1. Underwater and Floating Vegetation Control Program	\$	880.00 monthly
2. Shoreline Grass and Brush Control Program	\$	INCLUDED
3. Free Callback Service	\$	INCLUDED
4. Additional Treatments, if required	\$	INCLUDED
5. Detailed Written Service Reports	\$	INCLUDED
Total of Services Accepted	\$	880.00 monthly

\$880.00 shall be due and payable upon execution of this Agreement, the balance shall be payable in advance in monthly installments of **\$880.00**, including any additional costs such as sales taxes, permitting fees, monitoring, reporting, water testing and related costs mandated by any governmental or regulatory body related to service under this Agreement.

- C. THE LAKE DOCTORS uses products which, in its sole discretion, will provide effective and safe results.
- D. THE LAKE DOCTORS agrees to commence treatment within **fifteen (15)** business days, weather permitting, from the date of receipt of this executed Agreement plus initial deposit and/or required government permits.
- E. The offer contained herein is withdrawn and this Agreement shall have no further force and effect unless executed and returned by CUSTOMER to THE LAKE DOCTORS on or before August 19, 2018.
- F. The terms and conditions appearing on the reverse side form an integral part of this Agreement, and CUSTOMER hereby acknowledges that he has read and is familiar with the contents thereof. Agreement must be returned in its entirety to be considered valid.

THE LAKE DOCTORS, INC.

CUSTOMER

Signed

MARK A. SEYMOUR, SALES MANAGER

Signed _____ Dated _____

Name _____

TERMS AND CONDITIONS

- 1) The Underwater and Floating Vegetation Control Program will be conducted in a manner consistent with good water management practice using the following methods and techniques when applicable.
 - a) Periodic treatments to maintain control of noxious submersed, floating and emersed aquatic vegetation and algae. CUSTOMER understands that some beneficial vegetation may be required in a body of water to maintain a balanced aquatic ecological system.
 - b) Determination of dissolved oxygen levels prior to treatment, as deemed necessary, to ensure that oxygen level is high enough to allow safe treatment. Additional routine water analysis and/or bacteriological analysis may be performed if required for success of the water management program.
 - c) Where applicable, treatment of only one-half or less of the entire body of water at any one time to ensure safety to fish and other aquatic life. However, THE LAKE DOCTORS shall not be liable for loss of any exotic or non-native fish or vegetation.
 - d) CUSTOMER understands and agrees that for the best effectiveness and environmental safety, materials used by THE LAKE DOCTORS may be used at rates equal to or lower than maximum label recommendations.
 - e) Triploid grass carp stocking, if included, will be performed at stocking rates determined the Florida Fish and Wildlife Conservation Commission permit guidelines.
 - f) CUSTOMER agrees to provide adequate access. Failure to provide adequate access may require re-negotiation or termination of this Agreement.
 - g) Control of some weeds may take 30-90 days depending upon species, materials used and environmental factors.
 - h) When deemed necessary by THE LAKE DOCTORS and approved by CUSTOMER, the planting and/or nurturing of certain varieties of plants, which for various reasons, help to maintain ecological balance.
- 2) Under the Shoreline Grass and Brush Control Program, THE LAKE DOCTORS will treat border vegetation to the water's edge including, but not limited to torpedograss, cattails, and other emergent vegetation such as woody brush and broadleaf weeds. Many of these species take several months or longer to fully decompose. CUSTOMER is responsible for any desired physical cutting and removal.
- 3) CUSTOMER agrees to inform THE LAKE DOCTORS in writing if any lake or pond areas have been or are scheduled to be mitigated (planted with required or beneficial aquatic vegetation). THE LAKE DOCTORS assumes no responsibility for damage to aquatic plants if CUSTOMER fails to provide such information in a timely manner. Emergent weed control may not be performed within mitigated areas, new or existing, unless specifically stated by separate contract or modification of this Agreement. CUSTOMER also agrees to notify THE LAKE DOCTORS, in writing, of any conditions which may affect the scope of work and CUSTOMER agrees to pay any resultant higher direct cost incurred.
- 4) If at any time during the term of this Agreement, CUSTOMER feels THE LAKE DOCTORS is not performing in a satisfactory manner, or in accordance with the terms of this Agreement, CUSTOMER shall inform THE LAKE DOCTORS, in writing, stating with particularity the reasons for CUSTOMER'S dissatisfaction. THE LAKE DOCTORS shall investigate and attempt to cure the defect. If, after 30 days from the giving of the original notice, CUSTOMER continues to feel THE LAKE DOCTORS performance is unsatisfactory, CUSTOMER may terminate this Agreement by giving notice ("Second Notice") to THE LAKE DOCTORS and paying all monies owing to the effective date of termination. In this event, the effective date of termination shall be the last day of the month in which said second notice is received by THE LAKE DOCTORS.
- 5) Federal and State regulations require that various water time-use restrictions be observed during and following some treatments. THE LAKE DOCTORS will notify CUSTOMER of such restrictions. It shall be CUSTOMER responsibility to observe the restrictions throughout the required period. CUSTOMER understands and agrees that, notwithstanding any other provision of the Agreement, THE LAKE DOCTORS does not assume any liability for failure by any party to be notified of, or to observe, the above regulations.
- 6) THE LAKE DOCTORS shall maintain the following insurance coverage and limits: (a) Workman's Compensation with statutory limits; (b) Automobile Liability; (c) Comprehensive General Liability, including Pollution Liability, Property Damage, Completed Operations and Product Liability. A Certificate of Insurance will be provided upon request. A Certificate of Insurance naming CUSTOMER as "Additional Insured" may be provided at CUSTOMER'S request. CUSTOMER agrees to pay for any additional costs of insurance requirements over and above that is provided by THE LAKE DOCTORS.
- 7) Neither party shall be responsible for damages, penalties or otherwise for any failure or delay in performance of any of its obligations hereunder caused by strikes, riots, war, acts of God, accidents, governmental orders and regulations, curtailment or failure to obtain sufficient material, or other force majeure condition (whether or not of the same class or kind as those set forth above) beyond its reasonable control and which, by the exercise of due diligence, it is unable to overcome. Should THE LAKE DOCTORS be prohibited, restricted or otherwise prevented or impaired from rendering specified services by any condition, THE LAKE DOCTORS shall notify CUSTOMER of said condition and of the excess direct costs arising there from. CUSTOMER shall have thirty (30) days after receipt of said notice to notify THE LAKE DOCTORS in writing of any inability to comply with excess direct costs as requested by THE LAKE DOCTORS.
- 8) CUSTOMER warrants that he or she is authorized to execute the Water Management Agreement on behalf of the riparian owner and to hold THE LAKE DOCTORS harmless for consequences of such service not arising out of the sole negligence of THE LAKE DOCTORS.
- 9) CUSTOMER understands that, for convenience, the annual investment amount has been spread over a twelve-month period and that individual monthly billings do not reflect the fluctuating seasonal costs of service. If CUSTOMER places their account on hold, an additional charge may be required due to aquatic re-growth.
- 10) THE LAKE DOCTORS agrees to hold CUSTOMER harmless from any loss, damage or claims arising out of the sole negligence of THE LAKE DOCTORS. However, THE LAKE DOCTORS shall in no event be liable to CUSTOMER or others for indirect, special or consequential damages resulting from any cause whatsoever.
- 11) Upon completion of the term of this Agreement, or any extension thereof, **this Agreement shall be automatically extended for a period equal to its original term unless terminated by either party.** If required, THE LAKE DOCTORS may adjust the monthly investment amount after the original term. THE LAKE DOCTORS will submit written notification to CUSTOMER 30 days prior to effective date of adjustment. If CUSTOMER is unable to comply with the adjustment, THE LAKE DOCTORS shall be notified immediately in order to seek a resolution. If necessary, CUSTOMER may terminate this Agreement according to the procedure outlined in #4 above.
- 12) THE LAKE DOCTORS reserves the right to impose a monthly service charge on past due balances and/or cancel the Agreement.
- 13) Should CUSTOMER become delinquent, THE LAKE DOCTORS may place the account on hold for non-payment and CUSTOMER will continue to be responsible for the monthly investment amount even if the account is placed on hold. Service may be reinstated once the entire past due balance has been received in full. Should it become necessary for THE LAKE DOCTORS to bring action for collection of monies due and owing under this Agreement, CUSTOMER agrees to pay collection costs, including, but not limited to, reasonable attorneys fee (including those on appeal) and court costs, and all other expenses incurred by THE LAKE DOCTORS resulting from such collection action.
- 14) This Agreement is assignable by CUSTOMER upon written consent by THE LAKE DOCTORS.
- 15) This Agreement constitutes the entire agreement of the parties hereto and shall be valid upon acceptance by THE LAKE DOCTORS Corporate Office. No oral or written alterations or modifications of the terms contained herein shall be valid unless made in writing and accepted by an authorized representative of both THE LAKE DOCTORS and CUSTOMER.
- 16) Agreements that include debris removal shall consist of: casual trash such as cups, plastic bags and other man-made materials up to 20 lbs. will be removed during regularly scheduled service visits. Large or dangerous items such as biohazards and landscape debris are not included.

4.



Yellow Bluff Landing

(Tison's Landing Community Development District)

Custom lake management proposal

August 3, 2018 • Jacksonville, Duval County, Florida

Prepared for:

**Mr. Christopher Hall, Operations Manager
Riverside Management Services
16529 Tison's Bluff Road
Jacksonville, Florida 32218**



Prepared by:

Adam Grayson

**Lake & Wetland Management
3562 NW 97th Boulevard
Gainesville, Florida 32606**

(352) 727-7696 Office • (352) 727-7697 Fax

northflorida@lakeandwetland.com • www.lakeandwetland.com



August 3, 2018

Mr. Christopher Hall, Operations Manager
Tison's Landing C.D.D.
c/o Riverside Management Services
16529 Tison's Bluff Road
Jacksonville, Florida 32218

Dear Mr. Hall,

We greatly appreciate the opportunity to bid on this project for you! Attached is the agreement for the maintenance of the lakes at Yellow Bluff Landing.

During our survey, we found Hydrilla, slender spikerush, algae, alligatorweed, primrose, torpedograss and various other aquatic plants. These species have become problematic and are creating unsightly conditions for residents. Our program for your property will be to immediately get ahead of existing problems while looking toward the future by preventing other potential issues before they occur. We are very familiar with residential communities and how important a feature the lakes are. Being proactive as a part of your team will help the community and your staff keep the property in its best condition, year round.

Our proposed service includes;

- Monthly lake management service, with additional visits at no extra charge,
- Debris removal during scheduled visits,
- Control of algae and vegetation using the most proficient herbicides and best methods,
- Fish and wildlife observations,
- Water testing (dissolved oxygen, pH, clarity, temperature) during each service visit.

We pride ourselves on providing the highest level of service in the industry and look forward to the opportunity of exceeding your expectations!

Respectfully yours,

LAKE & WETLAND MANAGEMENT

A handwritten signature in blue ink, appearing to read "Adam Grayson", is written over the company name.

Adam Grayson



MAINTENANCE AGREEMENT

This Agreement is made between *Lake & Wetland Management North Florida, Inc.*, and:

August 3, 2018

Tison's Landing C.D.D.
c/o Riverside Management Services
16529 Tison's Bluff Road
Jacksonville, Florida 32218

Both *Tison's Landing Community Development District (CUSTOMER)* and *Lake & Wetland Management North Florida, Inc. (LWM)* agree to these terms and conditions:

Description of Service

- A. **Lake management service** including algae, border grass, and invasive exotic plant control for eight (8) lakes totaling 13,967 linear feet / 27.24 acres.
1. LWM shall provide all supervision, labor, herbicide, equipment, materials and incidentals necessary for the maintenance treatment.
 2. LWM will visit the site monthly with treatments as necessary to control undesirable growth. A minimum of twelve (12) visits will be performed annually. Additional visits performed at no additional charge.
 3. All Florida Exotic Pest Plant Council (FLEPPC) listed invasive exotic species, as well as any other nuisance native plants, will be treated in place with EPA-certified herbicides. No vegetation or algae will be removed from the waterway unless otherwise requested.
 4. Debris will be removed during scheduled visits. Debris is defined as as cups, bottles, bags, wrappers and other items not natural to the shoreline. This does not include large items, or items that may pose a threat to our workers.
 5. Native vegetation will be left for the benefit of fish and wildlife, unless otherwise requested.
 6. A comprehensive management report will be submitted detailing work performed upon completion of each service visit.

Investment Schedule

- A. LWM agrees to perform the **lake management service** stated above on a **monthly** basis for the total sum of **\$772.00 per month.**

Conditions:

1. Ownership of property is implied by **CUSTOMER** with acceptance of this Agreement. In the event that **CUSTOMER** does not expressly own the areas where the above stated services are to be provided, **CUSTOMER** represents that express permission of the owner is given and that authorization to commence the above mentioned services is allowed. In the event of dispute of ownership, **CUSTOMER** agrees to hold harmless **LWM** for the consequences of such services.
2. **LWM** shall not be responsible for acts beyond its reasonable control, including adverse soil and / or water conditions, adverse weather conditions, unavailable materials, Acts of God, war, acts of vandalism, theft or third party actions. **CUSTOMER** further states the neither party shall be responsible in damages or penalties for any failure or delay in performance of any of its obligations caused by above named incidences.
3. Any incidental activity not explicitly mentioned in this proposal is excluded from the scope of work.
4. **CUSTOMER** must provide reasonable access to enter and exit from the work area. Without reasonable access, **LWM** may be limited in performing its duties presenting a situation beyond our control.
5. This proposal shall be valid for 30 days. Either party may cancel this contract with 30-day written notice. This Agreement automatically renews upon anniversary of execution date, unless notice is given by either party with at least 30 days written notice.
6. If **LWM** is required to enroll in any third-party compliance programs, invoicing or payment plans that asses fees in order to perform work for **CUSTOMER**, those charges will be invoiced back to **CUSTOMER** as invoiced to **LWM**.
7. **LWM** will maintain insurance coverage, which includes but is not limited to; General Liability Property Damage, Automobile Liability, and Workman's Compensation at its own expense.
8. No alterations or modifications, oral or written, of the terms contained above shall be valid unless made in writing, and wholly accepted by authorized representatives of both **LWM** and the **CUSTOMER**.



Adam Grayson as Vice President of
Lake & Wetland Management
North Florida, Inc.

Customer acceptance – The above investments
and conditions are hereby accepted;

Authorized signature
Tison's Landing C.D.D.

Date

Printed name & Title

C.

1.

July 13, 2018

Riverside Management Services
9655 Florida Mining Blvd W. Bldg. 300 Suite 305
Jacksonville, FL 32257

Yellow Bluff Landing / Tisons Landing CDD
Attn: Christopher Hall, Operations Manager
chall@rmsnf.com

COMMERCIAL POOL & SPLASH PAD MAINTENANCE AGREEMENT

Check water quality and complete equivalent to DH Form 921 3/98 Swimming Pool Report as required by chapter 64E-9.004(13), FAC, per site visit.

Conduct tests for Free Available Chlorine, Combined Chlorine, Total Chlorine, pH, Acid Demand, Base Demand, Total Alkalinity, Calcium Hardness, Cyanuric Acid and Temperature as needed to maintain water quality levels within requirements of Chapter 64E-9.004(d), maintain Saturation Index within +0.3 to -0.3 for proper water balance.

Operate filtration and recirculation system, cleaning when necessary. Maintain pool at proper water level. Check all valves for leaks, all bolts for snug fit, respond to variations in the sounds of electric motors, check GFCI for proper operation, clean strainers, and maintain proper flow rates and equipment in clean condition.

Manually skim, brush, vacuum and clean tile as necessary.

All chemicals to perform the above maintenance are to be provided by the service contractor, used as needed and billed. Any chemicals required for special treatment of stains, metals sequestering, foam removal, oil removal, phosphate and nitrate removal, mustard and black algae prevention and treatment, fecal contamination and superchlorination shall be used as needed and billed.

The Pool Contractor shall not be responsible for any existing damage or stains to the swimming pool or deck finish. Additional effort required due to gale force (or stronger) winds or other natural storms are billable.

Maintenance shall be performed three (3) days per week April 15th through September 15th, two (2) days per week September 16th through April 14th. The pool may be closed on Mondays, in season, for superchlorination, if required, due to weekend bathing loads, as determined by the Contractor and approved by the Association Manager. The pool shall be closed during the time the service technician performs routine cleaning functions.

Advise the Association Manager of any repairs, cleaning, or replacement items required due to wear, tear, or vandalism. The pools and associated equipment shall be kept in proper working order in accordance with the Code. Such items shall be billed upon approval by the Association Manager.

Both parties agree that either party may terminate this agreement, or any person, upon thirty (30) days written notice, sent by regular mail, to the other party. Both parties agree that this is the sole and total agreement between them, and that no verbal or implied agreement shall be valid unless same has been written into this contract or any addendum hereto. No changes or alterations to this agreement shall be made unless both parties have agreed to same in written form properly executed.

MONTHLY FEE BASED UPON ANNUAL CONTRACT..... \$795.00

ACCEPTED FOR CONTRACTOR

ACCEPTED FOR PURCHASER

BY: **Andrew Arsenault**

BY: _____

TITLE: VP Service

TITLE: _____

DATE: July 13, 2018

DATE: _____

2.

COMMERCIAL POOL SERVICE AGREEMENT

Crystal Clean Pool Service, Inc.

9020 Berry Ave. Suite 1

Jacksonville, Florida 32211

(904) 855-8884 (904) 855-8839

Email: admin@crystalcleanpools.net

License #

CPC 1457970

Jamie Miley

Gallons: _____

Date: _____

9-Mar-17

Property Name: Tison's Landing

Address: 16529 Tison's Bluff Rd.

Jacksonville, FL 32218

Billing Address: _____

Pool Service Includes:

- Vacuuming
- Brushing
- Pool/Equipment Inspection
- Skimming
- Chemical Balance
- Filter Cleaning

Special Instructions/Information

- Additional trips (cleanings) are a minimum of \$55.00 each.
- Code Brown Emergency Service-Fecal Contamination, cleanup and chemical treatment price is based on time and chemicals
- This is a yearly contract that is automatically renewed unless cancelled. • **30 day cancellation notice required**
- Monthly invoices will be billed out by the 10th, with a net 30. • Service invoices are due upon completion
- Payments made to Crystal Clean Pool Service, Inc.
- Pre-existing conditions: staining and scaling on pool walls and flooring not covered. Crystal Clean Pool Service is not liable for pre-existing conditions.

Weekly Service Schedule:

SUMMER:

☐

1 Day

☐

2 Day

☒

3 Day

May - October

WINTER:

☐

1 Day

☒

2 Day

☐

3 Day

November - April

Chemicals:

☐

Chemicals Included

☐

Billable

☒

Not Included, Billed Separate

☐

Water Management

☐

Chemical Service Only

If Chemicals Provided by Crystal Clean Pool Service:

We will install the following at NO CHARGE:

- Installation of chemical feeder
- Installation of chemical tanks
- Chemical tanks are housed in a Rubbermaid Container

Note:

- All chemicals that are included in price: Chlorine, Acid, Sodium Bicarb, Stabilizer, D.E. Powder.
- Chemicals will be delivered every 3 weeks during Winter and every 2 weeks during Summer.
- If contract is cancelled, then chemical tanks & feeders will be removed from the property.
- If approved, location of chemical tanks will be determined.

Total Monthly Cost: \$950

Authorized Signature: _____


Crystal Clean Pools

Date: 3/9/17

Your acceptance of this agreement by signature below will constitute a contract entered in accordance with the conditions, charges, and terms outlined within this contract. Work cannot be started without a signed contract. Contract Price includes all labor, materials, sales tax complete.

Authorized Signature: _____

Customer

Date of Acceptance: _____

D.

1.

August 29, 2018

Tison Landing CDD

Complete Program

We have broken down the areas of Yellow Bluff Commons.

Yellow Bluff Commons

St. Augustine 203,288 + sq. ft.

We recommend a 6 application program which consists of 4 liquid applications, 2 slow release fertilizer applications, 3 insecticide applications, 1 winterizer application and 2 pre- and post-emergent herbicide applications. Some of these treatments will be combined to make the 6 applications. This program is covered by our guarantee.

ST. AUGUSTINE PROGRAM APPLICATION DETAILS

1. (Jan 2019) Liquid fertilizer, insecticide with Post and Pre-emergent herbicide (spectacle & Lotrel)
2. (March 2019) 50% Slow release granular fertilizer 20-0-10, spot treat weed control
3. (May 2019) Slow release Liquid fertilizer and insecticide
4. (July 2019) Liquid fertilizer and insecticide with Aloft
5. (Sept 2018) 50% Slow release granular fertilizer 20-0-10, spot treat weed control
6. (Nov 2018) Liquid potash, insecticide with Post and Pre-emergent herbicide (spectacle & Lotrel)

The cost of this program is \$1169.75 per application, \$7018.50 per year, \$584.88 per month.

Bermuda Turf 69,300 + sq. ft.

We recommend a 7 application program which consists of 4 liquid applications, 2 slow release fertilizer applications, 3 insecticide applications, 1 winterizer application and 2 pre- and post-emergent herbicide applications. Some of these treatments will be combined to make the 6 applications. This program is covered by our guarantee.

Bermuda Sports Field Complex

1. (Jan 2017) Liquid fertilizer, insecticide with Post and Pre-emergent herbicide (spectacle & Lotrel)
2. (March 2017) 50% Slow release granular fertilizer 20-0-10, spot treat weed control
3. (May 2017) Slow release Liquid fertilizer and insecticide
4. (July 2017) Liquid fertilizer and insecticide with Aloft
5. (Sept) 50% Slow release granular fertilizer 20-0-10, spot treat weed control
6. (Nov 2017) Liquid potash, insecticide with Post and Pre-emergent herbicide (spectacle & Lotrel)

The cost of this program is \$483 per application, \$2898 per year, \$241.50 per month.

Trees & Ornamentals of Yellow Bluff

(A) Oaks – 89

(B) Magnolia - 63

Oaks & Magnolia - We recommend treating these trees on a 2 application program that consists of root drenching the trees with a systemic insecticide and a liquid fertilizer plus 2 granular fertilizers.

\$608 per application (\$1216 per year or \$101.34. Per month)

Ornamentals- We recommend treating the ornamentals with a 2 application program that consists of 2 foliar applications with a systemic insecticide and a liquid fertilizer plus 2 granular fertilizers.

\$500 per application (\$1000 per year or \$83.34. Per month)

Tison CDD Club House

We propose pest control for the club house consisting of an IPM approach - Crack and Crevice treatment of all bathrooms, kitchen and gym. Exterior treatments around all entry points and granular insecticide bait around the perimeter. We will knock down all wasps nest and spider webs with a Webster.

Cost per Quarter \$85.00 Annually \$340.00

EXCLUSIONS

Other Exclusions - This agreement does not include control of nematodes, certain fungi, ants, fleas, ground moles, armadillos, squirrels or other animals that may invade turf, although our insect treatment may lessen their activity.

Water – Customer is responsible for providing all water/irrigation necessary to maintain treated areas in a healthy condition and to insure adequate distribution of granular products after application. Water shall be maintained at a sufficient pressure to adequately cover all areas to be treated under this proposal.

Technician Training - We follow all local Best Management Practices (BMP's) and our technicians are all trained, certified professionals. Nader's Pest Raiders maintains an ongoing employee training program to guarantee that our technicians are well versed in the proper use

We use only top-of-the-line of products from several different manufactures. Among these, we will be using Bayer products at Yellow Buff, meaning we are backed by Bayer.

Thank you again for your time and for the opportunity to offer our quotation and services. We look forward to doing additional business with your team. If you have any questions please feel free to call me at 904-225-9425 or my cell phone at 904-477-6240.

Sincerely

David Eason

Jacksonville Senior Service Center Manager

Nader's Pest Raiders, Inc

2.



TurnerGreen

Premium Quality Assured Lawn and Ornamental Management Program

For

**Tisons Landing CDD
16528 Tisons Bluff Road
Jacksonville, Florida 32218**

Company Information

Florida Based

Turner Pest Control is based in Jacksonville, FL and fully involved in its community. We are well aware of the unique demands our environment puts on customers and have been successfully managing those demands since 1971. With over 175 employees statewide, we can respond and service any customer effectively.

Industry Leader with a Focus on Quality

Turner Pest Control prides itself on being an industry leader when it comes to Integrated Pest Management and the use of technology to provide a higher level of service to our commercial customers while performing our services in a safe and environmentally responsible manner. From handhelds in the field to advanced bar coding reporting capabilities, and our Quality Assurance Program, Turner is committed to providing only the highest level of service to all of our customers.

Specialized Commercial Division

Unlike most local and regional companies, Turner Pest Control has a dedicated commercial division with its own technicians and experts. This division is managed and serviced by associates that are specifically trained and focused on the unique needs of commercial properties and businesses.

Quality Assurance Director

Unique to Turner and its customers is the access and utilization of our on staff Quality Assurance Director. This professional answers to our COO and will play an integral part in reviews of your service and protocols.

Insurance

The Following Insurance is in effect at the present time:

Worker's Compensation	\$1,000,000.00
General Liability	\$1,000,000.00 / \$3,000,000.00
Umbrella Liability	\$5,000,000.00

A certificate of insurance can be issued to you upon request after acceptance of this agreement.

Service Authorization

Approval of this agreement acknowledges that Turner Pest Control will provide the services details in the following Scope and Services section. Any associated fees for non-covered pests, equipment or services must be approved in writing prior to additional services being initiated.

Service Features

Service Reports

Our technicians will provide a complete service report that identifies materials used, location of use, pests (if any) identified and any sanitation or structural deficiencies. Our services are designed to provide recommendations for ongoing structural improvements in your facility in order to assist in pest elimination. Our documentation and reporting also provides detailed and accurate information required for regulatory compliance. A copy of this report can be sent electronically or a hard copy can be provided. Detailed service reports are also accessible online.

Turner Pest Control utilizes state-of-the-art technology in data collection. Through the use of this technology, Turner is able to work with customers to develop customized reports detailing all data collected during our service visits.

Service Materials

Only EPA approved pesticides will be used in accordance with product labels. Turner Pest Control will maintain all Material Safety Data Sheets of materials used. As Material Safety Data Sheets change, Turner will maintain the changes as well.

GPS Tracking

Turner also maintains a GPS tracked fleet so that vehicle and technician movement can be closely monitored and corroborated with service records as part of our quality control standards.

Service Suite

In addition to instantaneous emailed service reports and the use of Turner's Customer Service Call Center, customers also have available an online Service Suite to access valuable account information.

Emergency Service

Emergency service will be provided for covered pests and services. Our policy is to initiate corrective measures as soon as possible (within the same day) or within the following twenty four hours of notification.

Lawn and Shrub Program Options

Standard Lawn Program in compliance with Tisons Landing Guidelines

Our Standard commercial lawn program is designed to meet the budgetary and quality demands of most commercial clients. Included within this program are the following-

- Round 1 – January – Potassium Treatment
- Round 2 – March – 50% Slow release granular fertilizer, with pre-emergent
- Round 3 – May – Slow release liquid fertilizer
- Round 4 – July – Liquid fertilizer
- Round 5 – September – 50% Slow release granular fertilizer, with pre-emergent
- Round 6 – November – Liquid potash

Bermuda Field Turf:

The Bermuda Field Turf shall be treated with the same guidelines as above plus an additional granular application in July

Premium Lawn Program

Our Premium commercial lawn program is designed for those commercial clients who prefer a preventive program with additional fertilization benefits. Our Premium program includes all of the Standard program benefits above PLUS the following benefits-

- 1 Granular fertilization every March/April in lieu of the liquid fertilization that treatment cycle
- Preventive weed control with a pre-emergent herbicide applied every December/January for long-term control of common weeds during the growing season
- Preventive cinch bug control every May/June treatment to help prevent the infestation of cinch bugs during the summer/fall months.

Shrub Program

Our shrub program is designed to increase the aesthetic appeal of all of our Turner customers. Included in this program are the following-

- 6 services per year
- Fertilization
- Insect control
- Disease control
- Shrubs/plants 6' tall
- Excludes weed control

Fire Ant Control Options

Advion Fire Ant Bait Application

Advion Fire ant bait is the most cost-affordable preventive fire ant treatment for turf and shrub bed areas. Advion fire ant bait is applied as a granular and will bait fire ants to feed on the bait and kill the colony. Once water has been applied to the product, the effectiveness of the bait is diminished significantly. Included in this program are the following-

- Twice per year application
- Reactive trouble calls included for covered turf areas.

Top Choice Application

Top Choice is a premium fire ant product that controls fire ants for up to 1 year. This product is applied as a granular and must be watered in to be effective. Provided there is no soil disruption, Top Choice will remain active as a barrier for up to 1 year. Included in this program are the following-

- Once per year application
- Reactive trouble calls included for covered turf areas.

Lawn and Shrubs Notes

Turfgrass type(s)	St Augustine & Bermuda
Lawn total Sq Ft included	272,588 - St Augustine – 203,288 & Bermuda (Soccer Field) – 69,300
Current deficiencies include	Weeds, Brown Patch & Bare Areas
Uncontrollable grasses?	Yes – Outer Common Areas - Crabgrass
Shrub Total Sq Ft Included	N/A

Additional Services Available upon Request

- Mosquito Control
- Termite Control
- Commercial Pest Control
- Wildlife Control
- Residential Services

Terms and Conditions

Customer agrees to pay the amount stated for the specified services. If Turner Pest Control has made an appointment with customer and customer refuses to allow technician to treat or has not followed preparation instructions so as to require a return visit, customer will be billed for one regular service visit. Customer will be invoiced for each regular service visit and other specified services. Payment terms are NET 30- Payment is due 30 days from completion of service.

Turner offers two standard invoicing options-

- ☐ Standard Paper Invoice via Mail
- ☐ Standard Electronic PDF invoice via Email

Pricing contained in this proposal assumes one of the above options will be utilized for invoicing and payment terms. In the event special billing is required (i.e. payment portal, company website submission, etc.), an additional service fee will be added to the recurring service(s) cost outlined in this agreement.

Should a past due account be referred to an attorney for collection or legal action be required in order for Turner to enforce payment under this agreement, customer agrees to pay and reimburse Turner for all court costs, attorney fees, out-of-pocket expenses, and other necessary costs that may be incurred in such proceedings together with interest at a rate of 1.5% per month. If customer is a non-resident, customer certifies that it is doing business in the state of Florida. The parties submit all their disputes arising out of or in connection with this Agreement to the exclusive jurisdiction of the Courts of Duval County Florida.

If Turner fails to provide satisfactory services, customer has the right to give written notice to Turner to render satisfactory services, specifying the aspect of the service found to be unsatisfactory. If unsatisfactory conditions have not been corrected within 30 days of such notice, customer will have the right to cancel this agreement with 30 days written notice. This agreement shall be effective for an original period of one year with a continuation on a month to month basis.

By initialing and signing the designated blocks below, customer agrees to the terms set forth in this agreement and agrees to pay for each of the services authorized below by initials.

Standard Program Monthly Cost: _____ \$1000.00 plus tax per month

Premium Program Monthly Cost: _____ \$ plus tax per month

Shrub Program Monthly Cost: _____ \$ plus tax per month

Top Choice Treatment Annual Cost: _____ \$ plus tax per year

Advion Baiting Treatment Annual Cost: _____ \$ plus tax per year

Turner Pest Control

Tisons Landing CDD

Signature

Signature

9/4/18

Dated

Dated

Thomas Chiarello

Name

Name

3.



Tison's Landing Community District Development Fertilization and Pest Control

St Augustine:

6 - Applications per year, per the Scope of Work guidelines

- Service to include Fertility, Insect, Weed and Fungus Control
- **\$1,423.00 per application X 6 = \$8,538.00 annually**

Bermuda:

7 - Applications per year, per the Scope of Work guidelines

- Service to include Fertility, Insect, Weed and Fungus Control
- **\$485.00 per application X 7 = \$3,395.00 annually**

Trees and Ornamentals

2 - Applications per year, per the Scope of Work guidelines

- Service to include Fertility and Insect Control
- **\$750.00 per application X 2 = \$1,500.00 annually**

Cody Underwood 9-5-2018

Pro Care Lawn and Pest

E.

1.

Tison's Landing
Vesta Property Services, Inc.
Property Management Services

Submitted by:



Vesta Property Services, Inc.
245 Riverside Avenue, Suite 250
Jacksonville, Florida 32204
(904) 355-1831

I. INTRODUCTION

Since its founding by Roy Deary in 1994, Jacksonville-based *Amenity Companies* has been the trail-blazer and leader in providing contracted amenity/recreation facility operations for planned-communities in Florida, touching the lives of hundreds-of-thousands of people over the past twenty years. Since 1998, we've continuously and successfully handled large, amenity facility-management/staffing contracts throughout the state. Communities have also contracted with us to benefit from our consulting expertise on behalf of new facility construction and extensive renovation projects.

In 2011, Amenity Companies joined Vesta Property Services, Inc., Florida's pioneer in combining amenity financing and management, lifestyle programming, and community association management services under one corporate umbrella. Vesta is headquartered in Jacksonville, has offices throughout the state, and has over 800 employees - most of which are dedicated on-site at our client-communities.

What Distinguishes Vesta from our competition?

- A. *Comprehensive Expertise & Engagement*: We provide a wide breadth-of-services (recreation facility management, maintenance, and lifestyle programming) at CDDs and HOAs throughout Florida, engaging tens-of-thousands of families every day with friendly, reliable, and passionate service-professionals.
- B. *Exceptional, Long-Term Relationships*: Our Amenities Division is marked by long-term relationships built upon close, personal ties between our customers, management team, and vendors. (We still serve our very first customer - Kings Point Delray – after 24 years!) This length and depth of our relationships corresponds with our high customer retention-rate, all of which reflects the loyalty and satisfaction that we've sustained with our customers and associates every day for the past two decades.

II. PROPOSED SERVICES

- A. *Community Manager and Recreation Center Attendant*
- B. *Field Management and Administration*
- C. *Janitorial Maintenance*

III. FEES

All fees are based on the scope of work identified in the RFP

- A. Community Manager and Recreation Center Attendants **\$57,800**
- B. Field Management and Administration **\$25,000**
- C. Janitorial Maintenance **\$7,000**

The above fees equate to a savings of over \$5,500 from the FY'19 budget.

IV. ADDITIONAL PROPOSED SERVICES AND FEES

- A. *Pool Maintenance (see below scope) \$10,500*
- B. *General Facility Maintenance (see below scope) \$30.00 hourly as needed.*
The above fees provide additional savings to the district however both services are only available if the Field Management and Janitorial services are awarded to Vesta.

What are the advantages of combining maintenance services through Vesta?

- A. *Cleaner, better maintained amenity buildings, clubhouses, and related facilities.*
- B. *Improved response times via a team of maintenance technicians. Less “down-time,” waiting for other contractors to show up.*
- C. *No “finger-pointing” between management and outside vendors.*
- D. *Greater control of maintenance personnel’s schedules, work-habits, appearance, and results.*
- E. *Greater efficiency and flexibility in the deployment of personnel, due to being able to more nimbly respond to the most pressing needs and opportunities that arise each day.*
- F. *Staff “owns” the operation acting as the eyes and ears of the board and association management.*

Pool Maintenance Scope of Service

- A. Maintain both bodies of water.
- B. Manually vacuum, skim and brush pools on a consistent basis.
- C. Maintain proper pool water level and filtration rates in both bodies of water.
- D. Maintain pool equipment and chemical storage areas organized and in good order.
- E. Inspect play feature regularly for safety hazards. Immediately report all safety concerns to the association manager.
- F. Conduct all necessary tests of pool chemicals as required and maintain levels established in Chapter 64E-9.004(d). Operate filtration and clean as needed.

NOTE: A minimum of three (3) visits weekly will be provided year-round.

General Facility and Community Maintenance Scope of Service

- A. ***Per current scope- all assigned work from Field Manager, District Manager and/or Board.***
- B. Other duties may include:
 - a. Clean exterior of all outdoor structures including amenity center, cabanas and playground.
 - b. Remove all debris and trash in parking lot, basketball court and tennis courts outside perimeter of the building and pool area.
 - c. Clean soffits, ceiling fans, light fixtures and all outdoor ceiling surfaces

- d. Removal of spider webs, wasps' nests, mud daubers, etc.
- e. Blow off all walkways, pool deck, basketball court, tennis courts and cabana.
- f. Straighten pool deck furniture.
- g. Maintain volleyball court as needed.
- h. Inspect and document fitness equipment condition weekly and report repairs as needed.
- i. Maintain tennis nets and fencing.
- j. Monitor the condition of access system such as doors, gates and card readers. Report problems immediately.
- k. Replace inside/outside lights and AC filters as needed.
- l. Advise the community manager of any necessary repairs, cleaning, or replacement items required due to "normal wear & tear," "acts of God," or vandalism.

V. OTHER

A. Preferred Pricing:

Due to strategic partnerships Vesta will extend preferred pricing discounts to the District from outside vendors including janitorial products and paper supplies.

B. Mileage:

Vesta shall be responsible for regular mileage within the community while on site however, any mileage incurred offsite for the benefit of the community such as acquiring parts or supplies for repairs or in an effort to avoid delivery fees, shall be billable to the community. Mileage will be reimbursed consistent with the IRS rate.

C. Emergency services:

In the event an immediate response is required, to the extent possible, a technician will be onsite within 4 hours (during daylight hours). A trip charge of \$75 will be charged. An additional hourly rate will apply at \$35 per hour.

Major storm preparation and recovery services are available at an hourly rate of \$30 per hour.

D. Project work:

Work provided beyond the typical daily tasks will be billed on a time and material basis. Materials will not be marked up however time and the mileage expense to acquire said material is billable. All receipts will accompany the reimbursement invoice. The hourly billing rate \$30.00.

E. Insurance:

Vesta shall carry general liability coverage of at least \$1,000,000, including employer's liability coverage of \$250,000.00, as well as professional liability insurance.

Vesta shall be responsible for all necessary insurance payments (including workman's compensation), payroll taxes, and the provision of various benefits on behalf of its staff.

F. Uniforms:

Staff shall wear company uniforms, provided by Vesta

G. Terms:

Vesta shall invoice once monthly.

Invoices shall be paid net thirty (30) days upon receipt.

H. References:

See exhibit A

I. Monthly Field Management Report

See exhibit B

EXHIBIT A

1. ***Aberdeen CDD*** / Northeast Florida (2008 – present)

Project Type/Description: 1,650+ single-family and multi-family homes

Scope of Services: Amenity Management, Maintenance Services, Lifestyle Programs, and Lifeguard Services.



2. ***Bartram Springs CDD*** / Northeast Florida (2005 to present)

Project Type/Description: Built-out community of 1,300 homes (mostly single-family)

Scope of Services: Amenity Management, Maintenance Services, and Lifestyle Programs.



3. **Celestina HOA** / Northeast Florida (2016 – present)

Project Type/Description: Community of 2,600 homes, near build-out.

Scope of Services: Amenity Management, HOA Management, Maintenance Services, and Lifestyle Programs.



4. **Durbin Crossing CDD** / Northeast Florida (2008 – present)

Project Type/Description: Community of 2,600 homes, near build-out.

Scope of Services: Amenity Management (including a General Manager and Amenities Manager), Field Operations Management, Maintenance Services, Lifestyle Programs, Lifeguard Services, and Facility Monitoring.



5. ***Grand Haven CDD*** / Northeast Florida (2007 – present)

Project Type/Description: Community of 1,900 homes; near build-out.

Scope of Services: Amenity Management, Restaurant & Bar Turn-key Operation, Maintenance Services, and Lifestyle Programs.



6. ***Heritage Landing CDD*** / Northeast Florida (2006 – present)

Project Type/Description: 1,250 single-family and multi-family homes (fully built-out)

Scope of Services: Amenity Management, Field Operations Management and Maintenance Services, Lifestyle Programs, Lifeguard Services, and Facility Monitoring.



7. ***Julington Creek Plantation CDD*** / Northeast Florida (November 2016 – present)

Project Type/Description: 5,800 homes (fully built-out)

Scope of Services: Amenity Management (includes a General Manager), Field Operations Management and Maintenance Services, Lifestyle Programs, Lifeguard Services, and Turn-key Café Operation.



8. ***RiverTown (Rivers Edge CDD)*** / NE Florida (March, 2015 – present)

Project Type/Description: Planned-community of 4,000 homes at build-out, featuring multiple amenity centers including kayak launches, and a full-service café beginning in March of 2018.

Scope of Services: Amenity Management (including a General Manager and Lifestyle Director), Maintenance Services, and Lifestyle Programs.



9. ***Southaven CDD (Markland)*** / Northeast Florida (2016 – present)

Project Type/Description: 400 homes at build-out

Scope of Services: Amenity Management, Maintenance Services, and Lifestyle Programs.



10. ***Turnbull Creek CDD (MuraBella)*** / Northeast Florida (2007 – present)

Project Type/Description: 950 single-family homes (fully built-out)

Scope of Services: Amenity Management, Field Operations Management and Maintenance Services, Lifestyle Programs, Lifeguard Services, and Facility Monitoring.



“Vesta takes great pride in their work and their expertise in the amenity management space is top-notch. I would recommend their services to anyone seeking an all-inclusive solution for their amenity needs.”

Peter Pollicino,
Board Chairman
Durbin Crossing CDD

“Vesta stands out for their experience, positive attitude/work ethic, and a creative, problem-solving approach. Feel free to contact me if you have questions or need detailed examples of their quality work.”

Alison Golan,
Board of Supervisors
Julington Creek Plantation CDD

“They (Vesta) truly care about the community and the residents and are always looking for ways to enhance the quality of life for them. I could not give a higher recommendation.” (excerpt from a more extensive reference, available by request).

Kevin Colcord,
Board Chairman
Bartram Springs CDD

EXIBIT B



Field Operation Manager's Report

Date of report: 5-23-2016

Submitted by: Steve Howell

STORAGE FACILITY UPDATE: / No Board action required

The storage building has been ordered and should arrive and be installed by third week in April. The mulch path will be installed prior to our meeting. We are coordinating camera install with facility delivery to make sure it is protected. We will also continue to research cost effective options and vendors to power the facility for FY 2017.

NORTH AMENITY CENTER POOL PLAY FEATURE: / No Board action required

The paint and servicing of the water play feature has been completed. We completely changed the color scheme to be more in line with the colors and motif of Durbin Crossing, and it turned out beautifully.



PAVERS AT NORTH AND SOUTH: / BOARD ACTION REQUIRED

As reported previously pavers continue to crack creating a safety hazard. This must be addressed before the start of the swim season. Proposals and recommendations are attached.

MULCH CHANGE AND INSTALLATION: / No Board action required

We have accomplished the goal of removing of ALL areas containing red mulch in Durbin Crossing. The mulch installation is now concluded with only gold mulch. Project complete.

QUAIL CREEK ACCESS EASEMENT: / No Board action required

With regard to the cell tower access discussed last month, we have since installed a cable fence through 4x4 posts along the back side of this common area.(Photo below) We then had DTE install (15) Fackahatchee plants that will eventually fill in and cover said barrier. We are hoping these steps will help secure this easement and cut down on the wear and tear of the turf. We are now looking at options for deterring the trespassers from entering left of the gate, through home owner's yard. We will continue to monitor this situation and keep the Board informed.



OTHER COMPLETED TASKS:

- Hedges have been trimmed at the Thornloe utility boxes in an effort to stop unwanted loitering. There still seems to be a lot of activity on / around these boxes despite our efforts. At this time, we are looking into some type of signage that may aid in deterring these kids.
- All JEA street lights have been addressed up the chain of command with JEA, so they have all been inspected and repaired. We will be continuing our biweekly drive through inspections of all lighting, to include landscape lighting.
- We have placed Court numbers (1-6) at each of the six courts to aid in designation of organized versus leisure use. Court numbers 1-4 are at South and 5-6 are at North. We have also purchased score bars so that residents will no longer need to keep score of their matches with sidewalk chalk.
- Lastly, we have gone through the community and located approximately (14) trees in the preserve, that could be a legitimate threat to surrounding structures. We have contacted our tree vendor and will have these trees dropped in their areas as soon as possible.

WHAT TO EXPECT IN APRIL:

- Continued efforts in establishing a high quality maintenance program, that will help minimize unnecessary project expenses and allow us to focus more heavily on the detail and overall aesthetic appeal, thus fulfilling the overall expectations of the existing, new, and future residents of Durbin Crossing.
- Monitor closely the methods and practices of our vendors as the active, outdoor season begins.
- Durbin South Slide restoration (i.e. deep clean, wax and frame painting).
- Touch up painting throughout the community, with respect to the fencing, gates, and bike racks.
- Successful transfer of storage items from current areas to new building, and the re-establishment of the indoor storage areas to their intended use.

LANDSCAPING:

We have been working closely with Down to Earth, DTE, and have the following updates:

- During the month of February, all beds throughout the community were addressed with respect to establishing uniformity with shrubs, hedges, annuals, and perennials. All dead, struggling or mismatched plants were either removed for disposal or were relocated to fill areas in need of like kind. We then used the remaining plants available under the contract, as well as added various others in an effort to fulfill our goal. Spring has sprung and the blooms are happening. We are very pleased with the results and the level of attention and detail.
- During the month of February, all pre-emerge weed prevention and fungicide applications were completed throughout the community, for all turf, ornamental grasses and weeds. Fertilizers for the bushes at North/South amenities were also applied.
- In March, the removal of red mulch from all areas North Durbin, was fulfilled and transitioned to gold mulch. Now we have uniformity throughout Durbin Crossing with respect to ground cover. The decision to only remove red where necessary yielded an approximate savings of roughly \$8,000.00.
- DTE also included removal of pine straw and mulching all trees between sidewalk and parkway, at no additional charge. Our Area Supervisor, Patrick, felt that this would add a positive, more visual flow throughout the community. In an effort to promote long term, healthy growth with our ornamental trees, DTE was diligent about maintaining an open, permeable ring around the base of every tree to insure adequate watering could take place.
- All irrigation zones have been checked and repaired where necessary to assure a smooth transition into the growth season.
- All entrances to the individual communities, were treated with fertilizer this month. ALL areas were also treated for ants.
- The worn area in the cul-de-sac at Forest Edge, proposed at last month's meeting, has been successfully completed and looks great.

WHAT TO EXPECT IN APRIL:

- Trim all Medjools once seed pods are mature. Being aware of any potential issues regarding disease, or fungus, DTE will be using safe pruning practices (i.e. clean blades per tree) to avoid any issues moving forward.
- All turf will be fertilized with a granular formula.
- All bushes will be sprayed with a 20-20-20 formula to promote leave growth and accompanying flowers.
- Install fertilizer stakes around all Medjool palms (stakes contain: Manganese, Magnesium, Potassium, Sulfur, Nitrogen, Iron, and Copper)

Should you have any comments or questions feel free to contact me directly.



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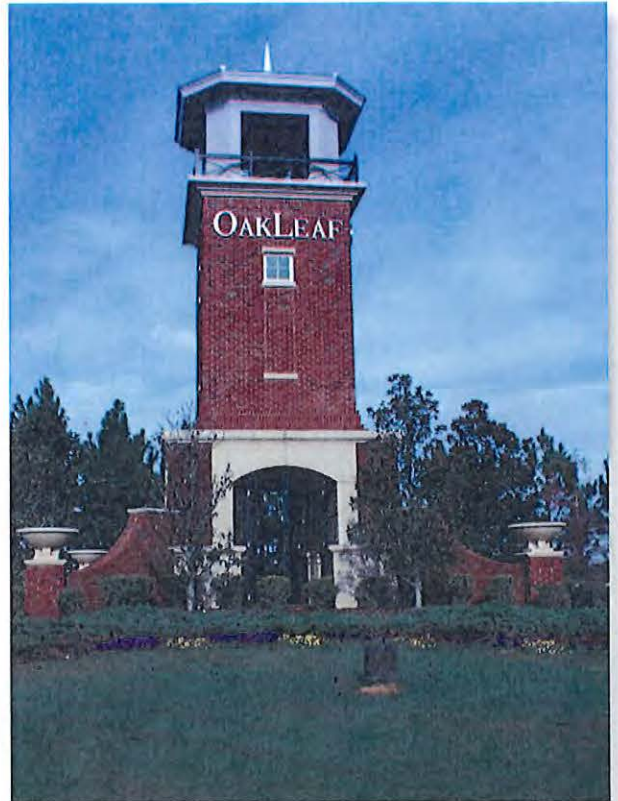
RIVERSIDE MANAGEMENT SERVICES

Company Profile



TABLE OF CONTENTS

INTRODUCTION	3
SERVICES	4
Contract Administration	4
Amenity Center Management	5-6
Special Events	7
Pool Maintenance	8
Lifeguarding	8-9
Facility Maintenance	10
Pressure Washing	11
Electrical	11
Janitorial	11
Organizational Chart	12
KEY PERSONNEL	12-14
CLIENT LISTING	15
REFERENCES	15



OFFICE LOCATIONS

OPERATIONS:

9655 Florida Mining Boulevard, Building #300
Suites 305 and 306
Jacksonville, FL 32257

CORPORATE:

1001 Bradford Way
Kingston, TN 37763

www.riversidemgtsvc.com

INTRODUCTION

**Riverside
Management
Services, Inc.**
provides
various levels
of service in
the tri-county
area of Clay,
Duval and St.
Johns.

Riverside Management Services, Inc. (RMS) was established in June 2009 to provide dependable, comprehensive and cost effective maintenance services for master planned residential communities in the greater Jacksonville area on a reliable, timely and professional basis.

The personnel involved in RMS have decades of experience in all aspects of property management. RMS has approximately 50 full-time and part-time employees (further detailed in the organizational chart on page 12). The operations office is centrally located at the intersection of I-95 and southern part of I-295 for efficient access to all our clients in the Jacksonville area. The corporate office is located in the Knoxville, Tennessee area.

We currently provide various levels of service in the tri-county area of Clay, Duval and St. Johns. The various services provided by RMS include (but are not limited to) contract administration and inspection, maintenance bid document preparation, janitorial, pool maintenance, amenity center management, special event hosting, lifeguarding, pool attendants, residential and commercial pressure washing, painting, trash removal, electrical, welding, restoration of facilities and equipment, and more. The wide range of services detailed in this company profile makes RMS the most complete, reliable, professional and cost-effective choice for maintenance services for communities in the tri-county area.



SERVICES

The following is a general description of the various services provided by RMS, which can be customized to meet the demands and requirements of each community.



CONTRACT ADMINISTRATION

Most communities contract with outside organizations to perform certain maintenance responsibilities along with other field operations that require oversight and direct management. The contracts are generally complicated and detailed, requiring a certain level of administrative expertise in order to ensure the services contracted for are being performed. RMS has the experienced personnel to provide what we refer to as Contract Administration, which includes but is not limited to the following services:

- Landscape maintenance
- Lake maintenance
- Utility accounts
- Field operations budget
- Site inspections
- Monthly common area light inspections
- Meeting with contractors/service providers
- Attend District Board of Supervisors meetings
- Provide an Operations Memorandum outlining all field related activity
- Prepare maintenance plan for any future District infrastructure
- Communicate with residents regarding District related issues.
- Provide proposals for District maintenance services and repairs
- Develop, prepare and conduct bidding process for maintenance services required by client.



Depending on the needs and desires of the community, services will be tailored to not only meet but exceed those expectations.



AMENITY CENTER MANAGEMENT

Communities with Amenity Centers hire RMS to provide a full-time, salaried Amenity Manager on a year-round basis. The Amenity Manager shall have the responsibilities of overseeing all amenity facilities and related direct service contracts, interacting with other entities as needed, including recreational programs and special events. RMS has the ability to create a unique schedule to accommodate the needs of the community which generally includes the following:

- The Amenity Manager is the liaison for the Community Development District Board of Supervisors and will attend all District meetings.
- The Amenity Manager will prepare a monthly Manager's Report detailing all activity such as District events, planned events, resident concerns, information regarding completed and planned maintenance projects, etc.
- Respond to all resident questions and concerns regarding the District in a timely and professional manner.
- Maintain a professional relationship with all residents, welcoming and educating new homeowners, issuing access cards, updating resident information, supervising staff members, monitoring facility usage and rentals.
- Coordinate with Operations Manager to ensure all District contracts such as pool maintenance, landscape, janitorial, security, pest control, etc. are in compliance with contract specifications.
- Inspect Amenity Center and common areas for lighting, trash removal, pest control, signage and fencing for necessary maintenance. Inspections include recommendations to improve safety and minimize potential hazards in order to prevent accidents from occurring.
- Coordinate and/or assist with maintenance projects based upon monthly inspection reports.
- Inventory cleaning products, paper products, office and first aid supplies.
- Coordinate, organize, and promote various special events and activities throughout the year.



- Administer rental program of District Facilities for private parties and events.
- Educate staff members, lifeguards, security guards and public on District policies and procedures.
- Prepare report for recommendations regarding modifications/updates to the policies and procedures as needed.
- Process any insurance claims and related repair work.
- Provide recommendations for annual budget, maintenance program, policies and procedures, safety and community events.
- Responsible for sending CDD information for website updates.
- Interface with vendors for repairs, billing, payments and approve certain invoices.
- Design, promote and implement recreational programs. Recreational Programming is a critical component to satisfying every community. Input from the Board of Supervisors and residents will be sought regarding the selections of activities and special events.
- Youth activities will include, but are not limited to summer camp, teen scene and numerous sports leagues. Adult activities can include trivia, group fitness classes, aqua aerobics, themed dinners, and more.
- RMS will also facilitate clubs such as "The Fitness Club," book clubs and "Morning Coffee."

SPECIAL EVENTS

Below are some examples of events currently provided at other communities. Please note a minimum number of children are required to hold such events.

Fall Festival

A fall celebration featuring hayrides, craft tables, carnival games, contests, bounce houses and other activities.



Winter Celebration

A holiday celebration including pictures with Santa, trolley rides, holiday decorations, cookies, hot chocolate and coffee.



Spring Fling

An Easter egg hunt, pictures with the Easter bunny and a petting zoo. Bounce house, dunk tank, etc. can also be provided.



Summer Camp

Each week features an array of art activities, sports, games and a field trip. Campers are provided a t-shirt, daily snacks and extended care. A similar camp can also be provided during Spring Break.



Ice Cream Social

Ice cream and beverages with contests, raffles and games.

Kids Night Out/Teen Scene

DJ, games, food, drinks and more to entertain kids and teens.

Dive-in Movie

Enjoy a movie by the pool! Snacks and beverages will be served while you sit back, relax and enjoy the show.





POOL MAINTENANCE

RMS has over six certified pool operators qualified to provide commercial pool maintenance services. Services are customized to meet each clients needs based upon seasonal factors and usage. Generally the services include the following:

- Service 1 to 5 days per week
- Pool vacuuming
- Skimming
- Brushing tiles
- Pool and equipment inspections
- Cleaning of filters
- Chemical balance (Chlorine, PH, Alkalinity, Sequestriant)
- Blow off pool deck
- Chemicals provided by client
- Emergency call out services to be invoiced separately

LIFEGUARDING

RMS Lifeguards are American Red Cross certified in Lifeguarding, Water Park Lifeguarding, CPR, First Aid and AED for Adults, Infants and Children. For best results, RMS lifeguards shall be at least 16 years of age and perform standard duties associated with an aquatic facility. The District will only be invoiced for actual hours of service.

A. Responsibility:

- The primary responsibility of our lifeguards is to prevent drowning and other injuries from occurring through continuous surveillance, eliminating hazardous behaviors, enforcing facility rules and regulations, recognizing and responding quickly to emergencies and working as a team with facility staff and management.



- RMS Lifeguards will be “Rescue Ready” at all times and report unsafe conditions.
- Complete daily pool logs, equipment checklist and necessary forms that correspond with daily activities and incidents.
- Complete required in-service training to review EAP, CPR, First Aid, AED, and all rescue procedure.
- Straighten pool deck furniture, wipe tables, removing debris from pool deck area and walkways, replacing trashcan liners (as time permits) and maintaining restroom cleanliness and supplies, are all secondary responsibilities.

Lifeguards shall be visited frequently by the Aquatics Director and/or Supervisor. Other secondary responsibilities of lifeguards include but are not limited to:

- Cleaning pool tiles as time permits
- Inspecting and maintaining First Aid supplies
- Inspecting the slide and slide structure before opening pool
- Testing pH and chlorine levels to maintain Health Department requirements (twice daily)
- Skimming pool

B. Staffing Approach

- If there is a Water Slide, it will be opened and closed at the desired times set by the Board of Supervisors.
- In the event of inclement weather, staff will follow and enforce District policies. If the weather is predicted to persist throughout the day, the Facility Supervisor shall direct staff accordingly. If the Facility Supervisor is not on-site, the Aquatic Supervisor will be contacted.
- At any time the Board of Supervisors would like to adjust the hours and/or days of service, respectfully requests a two week notice to modify the schedule.

C. Schedule

- RMS understands the need for flexibility in order to meet the needs of each community and will provide the necessary staffing in order to provide the services based upon the operating hours of the community.
- If needed, RMS can assist the community in developing operating hours based upon schedules established by similar communities in the area.



FACILITY MAINTENANCE

Every community has continuous needs for various maintenance requirements throughout the year. One of the many problems a community faces is who will perform the maintenance service, how much it will cost and when will it be completed. RMS has a strong team of experienced, dedicated and hard working maintenance personnel with the ability to timely respond to most all maintenance issues throughout the community on a cost effective basis. Some of the services include but not limited to the following:

- Light inspections and replacements
- Property inspections and trash removal
- Inspect and remove debris from lakes and outfall structures
- Inspect and clean pet receptacles
- Wildlife relocation program
- Paint facilities
- Refurbish spray ground & playground equipment
- Fence repairs
- Grinding of sidewalks (trip hazards)
- Fitness equipment preventive maintenance





PRESSURE WASHING

RMS has state-of-the-art equipment for pressure washing sidewalks, pool decks, buildings, fencing and other structures throughout the community. This is very beneficial to communities subject to vandalism and the quick response time to remove the damage created, as well as for facility preventative maintenance.



ELECTRICAL

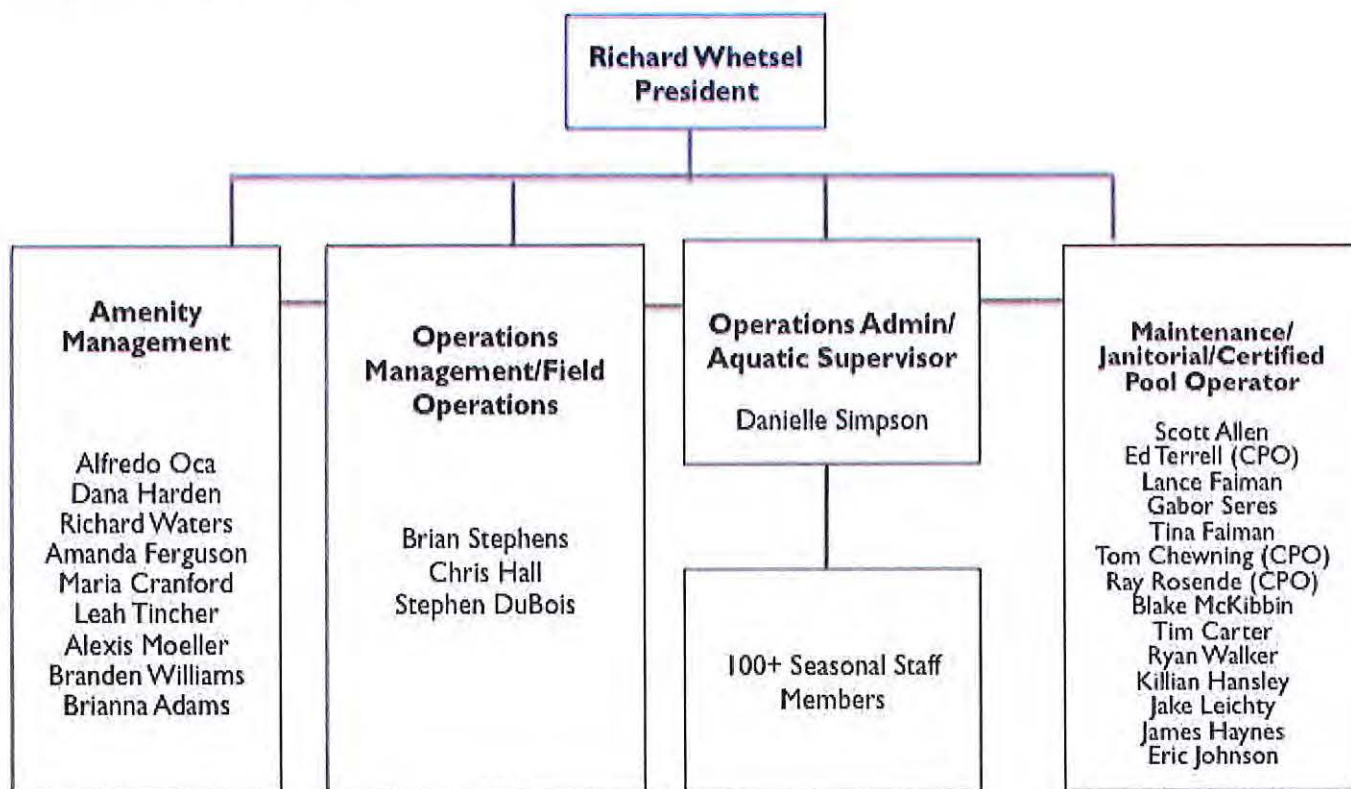
RMS has a priority subcontract with a licensed electrical contractor for immediate response to electrical problems throughout the community.

JANITORIAL

RMS has reliable and dependable personnel providing janitorial services customized for each client based upon seasonal changes and level of use. General services include:

- Service 1 to 5 times per week
- Sweep and mop tiled areas as necessary
- Clean restrooms, sinks, mirrors, fixtures, toilets and urinals
- Clean interior windows, baseboards, wipe down walls and doors
- Wipe down and sanitize fitness equipment
- Remove trash and replace trash can liners
- Restock supplies, paper products, etc. as needed
- Straighten deck furniture and blow off patio areas
- Pick up trash and debris from the amenity and pool areas

KEY PERSONNEL



The various services previously detailed are provided by a strong team of employees and partners with decades of experience. The RMS organizational chart above reflects the personnel by department area.

Rich Whetsel - President

Rich has more than 13 years experience in property management for master planned communities in the Jacksonville area. As the leader of the RMS team, he has been responsible for developing the business plan and growing the business from the ground up to over 50 employees responsible for managing some of the premier communities in Northeast Florida.

James A. Perry, C.P.A. – Vice President

Jim Perry is the managing director for GMS in the Northeast Florida Region. Mr. Perry graduated from the University of Central Florida with a Bachelor of Business Administration Degree in Accounting and from the Executive Development Program of the University of Pennsylvania-Wharton. Mr. Perry has extensive experience with Community Development Districts, local governments, utilities, development and construction. Mr. Perry has served in senior financial positions with fortune 100 companies as well as with the largest governmental utility provider in Northeast Florida.

Darrin Mossing – Vice President and Chief Financial Officer

Darrin Mossing is also President of Governmental Management Services (GMS), a family of related companies responsible for the management of over 120 Community Development Districts, Property Owner Associations, various Special Taxing Districts and Special Purpose Entities. Mr. Mossing has a Bachelor's Degree in Accounting from Ohio University and has worked in the property management business for over 26 years.

Kelly Adams – Accountant

Kelly has been with the RMS organization since the establishment date. Kelly provides all the financial reporting services for RMS including payroll, accounts payable, bank reconciliations, financial reporting and tax returns. Her office is located in Kingston, Tennessee. Kelly has over 20 years of financial reporting experience.

Danielle Simpson – Administrator

Danielle has been with the RMS organization since the establishment date. Ms. Simpson is the Operations Administrator, Supervisor and Director of Aquatics for RMS. She has a bachelor's degree from Arizona State University. She is a NSPF Certified Pool Operator and American Red Cross Lifeguard Instructor. She trains and manages Amenity Managers, Facility Attendants and Deck Monitors. Her other responsibilities include coordination of special events, establishment of aquatic budgets, establishes and enforces community policies and training personnel.

Brian Stephens - Operations Manager

Mr. Stephens oversees the daily operations of multiple Community Development Districts. Mr. Stephens has extensive experience in the field of landscaping and irrigation and holds a Florida Chemical Applicators license. His key responsibilities include monthly reporting to a Board of Supervisors, budgeting, acquiring proposals, contractor management and maintenance related projects. Along with these responsibilities, he has overseen Amenity Facilities, grounds improvements and oversight of vendor contract specifications. He is responsible for premier communities such as Bartram Springs, St. Johns Golf and Country Club and Aberdeen. Additional responsibilities include approving invoices, utility monitoring and making sure the properties are in the best condition possible. He takes possession of requests and monitors all work through completion.

*"Coming together is a beginning. Keeping together is progress.
Working together is success."
-- Henry Ford*

Amanda Rentsch – Amenity Manager

Amanda has worked in the Community Development District business for 12 years. For the first 10 years with Governmental Management Services, she performed District Recording Secretary services, which included transcription of Board of Supervisors meetings, preparation of agenda packets for transmittal to the Board and staff, maintained "Record of Proceedings," complied with administrative statutes and properly noticed public meetings in accordance with Florida Statutes. For the last two years, Amanda has been serving in the Field Operations department as an Amenity Center Manager at Tison's Landing CDD. Amanda specializes in clubhouse facility management, providing resident assistance, supervision of day to-day vendor contracts, planning and executing special events for the community, obtaining proposals and working with staff on each Fiscal Year budget.



Leah Tincher – Facility Manager

Leah Tincher has management and customer service experience in the Aquatics and Recreation/Event Planning fields. Leah has a Masters of Education degree from Indiana University and began her career as a teacher in 1997. As a teacher, Leah taught all ages and served as an Athletic Director Assistant where her interests in teaching physical education and swimming excelled. She was also awarded the "Providence Teacher of the Year" on two separate occasions during her teaching career. She continued her aquatic interest in aquatics as a Pool Manager and Activities Director at the Jacksonville Golf and Country Club where she was responsible for the oversight of the swim team, social event planning, clubs and aquatic facility for eight years. She then pursued a more challenging level of Management and has been a Facility Manager/General Manager for the past four years. She has extensive experience in budget managing, daily facility operations, event planning and execution, aquatic supervision, contract management and marketing.

Freddie Oca - Amenity Manager

Freddie began working at RMS in July 2013. He coordinates the smooth functioning of the amenity building and grounds, as well as working with event logistics and setup. His responsibilities have continually shifted in response to the needs of the community. Freddie's background includes management positions in both large and small companies and he has spent over 15 years as a competitive flag football player all over the state of Florida. He was recognized by Citibank for logging in over 250 volunteer hours at his local YMCA.

REFERENCES

Zenzi Rogers
Sweetwater Creek Chairperson
(904) 380-0853
Zenzi.Rogers@Lennar.com

Cindy Nelson
Double Branch CDD Vice Chairman
bcnelson@comcast.net

Sarah Gabel Hall
Durbin Crossing CDD Supervisor
(904) 234-1111
sarahgabelhall@hotmail.com

Bob Salser
Queen's Harbour Yacht & Country Club
Supervisor
(904) 312-2293
Rsals327@aol.com

Kevin Colcord
Bartram Springs CDD Chairman
(904) 4551-6808
kevin@sundancersigngraphics.com

CLIENT LISTING

<i>County</i>	<i>Community</i>
Clay	Ridgewood Trails/Azalea Ridge Oakleaf Plantation – Double Branch CDD Oakleaf Plantation – Middle Village CDD Pine Ridge Plantation Rolling Hills
Duval	Bartram Springs Tison's Landing Wynnfield Lakes Queen's Harbour Yacht & Country Club
St. Johns	Aberdeen Bannon Lakes Beacon Lakes Heritage Park St. Johns Golf & Country Club

TISON'S LANDING COMMUNITY DEVELOPMENT DISTRICT

Facility Management Proposal Fiscal Year 2019

Facility Manager, Facility Assistant, Operations Manager, Janitorial and Pool Maintenance

Introduction:

Please consider this Proposal for Riverside Management Services, Inc. to provide the following services for the Tison's Landing Community Development District.

Facility Manager:

- The on-site Community Manager is the liaison for the Tison's Landing Community Development District Board and will attend all District meetings. The manager will prepare a detailed memorandum outlining all monthly activity such as District functions, resident concerns, maintenance related issues, etc.
- Respond quickly and professionally to all residents' questions and comments regarding the District
- Maintains professional relationships with all residents, welcoming and educating new homeowners, issuing access cards, updating residents' information, supervising all staff members, monitoring facility usage and rentals
- Coordinates with Operations Manager to ensure all District contracts such as, pool maintenance, landscape, janitorial, security, pest control, etc. are in compliance with contract specifications
- Inspection and performance of simple maintenance tasks for the Amenity Center and common areas for pest control, lighting, cleaning, trash removal, signage, fencing, miscellaneous repairs, etc.
- Inventories cleaning products, paper products, office and first aid supplies
- Concentrates on the safety of the facility to minimize potential hazards and accidents
- Coordinates all special events and activities, organizes volunteers, advertises and purchases supplies. The Community Manager and/or Assistant Manager will direct and participate in all events and activities
- Coordinates reservations for the Amenity Center private events
- Responsible for updating and maintaining the community website
- Educates staff members, residents, visitors on District Policies and Procedures. Prepares monthly reports for recommendations regarding modifications/updates to the Policies and Procedures
- Interactions regarding budgeting, policy recommendations and enforcement, safety and security recommendations, maintenance recommendations, community event recommendations, coordination and communication with the Board of Supervisors and others
- Interfaces with vendors for repairs, billings/payments and approves certain invoices

Riverside Management Services, Inc.
9655 Florida Mining Blvd. W., Bldg. 300, Suite 305, Jacksonville, Florida 32257

Facility Assistant:

The part-time Facility Assistant shall have the responsibilities of overseeing the amenity facilities and providing the highest quality of customer service. The hours of service will vary and are on an "as needed basis" and directed by the Board of Supervisors. These responsibilities include, but are not limited to the following:

- Professionally address all resident questions, concerns and comments regarding the District
- Maintain a professional relationship with all residents, issuing access cards, updating resident information and monitoring facility usage and rentals
- Educate staff members, residents and visitors on District Policies and Procedures
- Enforce all District policies
- Inspect and document the Amenity Center for lighting, trash removal, signage and any additional that are a concern
- Concentrates on the safety and cleanliness of the facilities to minimize potential hazards and accidents. Will adhere to all legal, health and sanitation codes and complete necessary tasks to keep the facility clean and safe
- Stock cleaning products, paper products, office, restroom and first aid supplies as needed
- Assist with weekend facility staffing during summer months and community events as needed

Field Operations Manager:

Riverside Management Services, Inc. shall provide Field Operations Management Services for Tison's Landing Community Development District. These services include contract administration, inspections, and oversight of the following:

- Landscape Maintenance
- Lake Maintenance
- Utility Accounts
- Field Operations Budget
- Site Inspections
- Monthly night time community light inspections
- Meeting with contractors/service providers
- Attend District Board of Supervisors meetings
- Provide an Operations Memorandum outlining all field related activity
- Prepare maintenance plan for any future District infrastructure
- Receive/Respond to resident emails and phone calls pertaining to District related issues
- Seek proposals for "District" maintenance services and repairs

Riverside Management Services, Inc.
9655 Florida Mining Blvd. W., Bldg. 300, Suite 305, Jacksonville, Florida 32257

Maintenance Personnel:

RMS has a strong team of experienced, dedicated and hardworking maintenance personnel with the ability to timely respond to most all maintenance issues throughout the community on a cost-effective basis. Some of the services include, but not limited to the following:

- Light inspections and replacements as needed
- Common area inspections and trash removal
- Inspect and remove debris from Lakes and Outfall Structures
- Painting
- Pressure Washing
- Fence repairs
- Playground and Park inspections and repairs
- Refurbish sprayground and water park features
- Grinding sidewalks to minimize any trip hazards
- Fitness equipment repairs
- Security camera system installation
- Wildlife relocation program
- Installation of Holiday decorations
- Paver repairs
- Pool equipment repairs

Pool Maintenance:

- Three (3) days per week (April ~ September)
- Two (2) days per week (October ~ March)
- Vacuuming
- Skimming
- Brushing tiles on a routine basis
- Pool and Equipment inspections
- Cleaning Filters
- Chemical Balance (Chlorine, PH, Alkalinity, Sequestriant)
- Chemicals for daily service to be invoiced separately (Chlorine, Acid, DE Powder, etc.)

Janitorial Services:

- Areas to be maintained are social/meeting room, kitchen area, fitness center, restrooms (interior of facilities).
- Three (3) visits per week
- Service provided during the week Monday – Friday between the hours of 7:00am – 5:00pm
- Holidays excluded are New Year's Day, Memorial Day, July 4th, Labor Day, Thanksgiving Day, and Christmas Day

Riverside Management Services, Inc.
9655 Florida Mining Blvd. W., Bldg. 300, Suite 305, Jacksonville, Florida 32257

- Sweep, mop, vacuum floors, clean interior windows, empty trash at amenity, clean sinks, toilets, urinals, mirrors, fixtures, etc.
- District to supply all paper products, soaps, trash liners, fitness wipes, etc.

General Provisions:

- RMS shall provide, at no additional cost to the District, company uniforms to all personnel providing these services.
- Costs incurred by RMS due to maintenance related emergencies or unscheduled visits (i.e. vandalism, acts of God, etc.) shall be invoiced at \$35 per hour plus travel reimbursement. *Minimum of one (1) hour charge.*
- Reasonable reimbursement for the expense of copies, office supplies, etc.
- District to provide computer, printer and/or any other office related supplies
- All supplies/materials needed for maintenance within the District shall be paid-for by the District. An administrative fee of 15% will be charged for all district related purchases.
- Additional staffing, organizing, purchasing, planning, set up and cleaning for special events and facility rentals shall be invoiced at \$20.00 per hour.
- The current contract pricing for the Assistant Manager is based upon 550 hours. We propose to increase the Assistant Manager hours to 800 which would allow for additional facility coverage. These hours would be primarily used for weekends and extended weekday evening hours during the peak months. These hours can be used at the discretion of the Board of Supervisors. RMS has reduced the Operations Manager cost from \$28,300 to \$22,300 to allow for the additional facility staffing without any additional cost to the District.

<u>Services:</u>	<u>FY 2019 Amount</u>	<u>FY 2018 Amount</u>
Facility Manager (Full Time / 40 hours per week / 50 weeks)	\$49,902	\$47,478
Assistant Manager On an "as needed" basis and as directed by the Board of Supervisors. Not to exceed 550 hrs.	\$11,000	\$11,000
Add 250 assistant hours for increased coverage of the recreational facilities during peak periods.	\$5,000	- 0 -
Field Operations Manager	\$22,300	\$28,300
Pool Maintenance – Upon Request	\$9,540	\$11,400
Janitorial Service	\$7,740	\$7,740

Tison's Landing, CDD Chairman

Riverside Management Services, Inc.

F.

**IP C.C.T.V. SURVEILLANCE SYSTEM
C.C.T.V. CATEGORY**

TISONS LANDING CDD

MAIN ENTRANCE

08-07-18

- | | | |
|---|---|----------------------------|
| 1 | NETWORK VIDEO RECORDER WITH REMOTE VIEWING (NVR) | MODEL DS-7608NI-I2/8P-4TB |
| 1 | UPS / SURGE PROTECTION FOR THE NVR | MODEL ETR-550 |
| 2 | OUTDOOR IP CAMERA – TAG CAPTURE | MODEL DS-2CD4A26FWD-IZHS/P |
| 2 | OUTDOOR IP CAMERA – OVERLAY | MODEL DS-2CD2622FWD-IZS |
| 1 | NEMA 3R RATED OUTDOOR ENCLOSURE W/ VENT FAN | MODEL FC242410 |
| 1 | WIRELESS ROUTER TO ALLOW WIRELESS CONNECTION TO NVR WITHIN LOCAL RANGE | |
| * | INSTALLATION, LABOR AND PROGRAMMING | |
| * | CABLE, CONNECTORS AND MISC. PARTS | |
| | | |
| * | CONDUIT FROM CAMERAS TO NVR ENCLOSURE VIA DIRECTIONAL BORING UNDER ROADWAY TO BE PROVIDED BY OTHERS AND IS NOT INCLUDED IN INSTALLATION PRICE BELOW | |
| | | |
| * | IP SURVEILLANCE SYSTEM WILL BE UTILIZED THROUGH AN INTEGRATION PLATFORM: <input type="checkbox"/> YES <input checked="" type="checkbox"/> NO. | |

***** IMPORTANT NOTE *****

*** THIS CAMERA SYSTEM MAY NOT PROVIDE ADEQUATE FACIAL RECOGNITION FOR IDENTIFICATION OR PROSECUTION. RECOGNITION MAY BE DIFFICULT DUE TO SUCH THINGS AS A SUBJECTS DISTANCE FROM THE CAMERA, AMBIENT LIGHT LEVEL OR CLOTHING WORN IE: HOODIES, BALL CAPS ETC. UNLESS A CAMERA SYSTEM IS DESIGNED SPECIFICALLY FOR A PARTICULAR APPLICATION, DO NOT EXPECT SUCH PERFORMANCE. OWNER MUST PROVIDE ADEQUATE LIGHT FOR NIGHTTIME VIEWING.
.... PLEASE MAKE CERTAIN YOUR CONSULTANT FULLY UNDERSTANDS YOUR SECURITY NEEDS SO ATLANTIC CAN PROVIDE A CAMERA SYSTEM DESIGN TO MEET YOUR SPECIFIC REQUIREMENTS.

***HIGHER RESOLUTION IP CAMERAS REQUIRE VERY GOOD LIGHTING.**

IP CAMERA LOCATIONS

ENTRANCE ISLAND - VIEWING INCOMING TRAFFIC - TAG CAPTURE
ENTRANCE ISLAND - VIEWING INCOMING TRAFFIC - OVERLAY
ENTRANCE ISLAND - VIEWING OUTGOING TRAFFIC - TAG CAPTURE
ENTRANCE ISLAND - VIEWING OUTGOING TRAFFIC - OVERLAY

NVR LOCATION: WEATHER RESISTANT ENCLOSURE – BY ENTRY SIGN

SUB-TOTAL CAMERA SYSTEM INSTALLATION	\$ 8,610.00
TAX	\$ EXEMPT
TOTAL CAMERA SYSTEM INSTALLATION	\$ 8,610.00

FL 904-743-8444

ATLANTIC COMPANIES – TERRY HILL

GA 912-264-8679

PURCHASER
LIC. EF0001226

LIC. LU405163

PRINT NAME

DATE
LIC. EF20000570

IP C.C.T.V. SURVEILLANCE SYSTEM

C.C.T.V. CATEGORY

TISONS LANDING CDD

REAR ENTRANCE

08-07-18

- 1 NETWORK VIDEO RECORDER WITH REMOTE VIEWING (NVR) MODEL DS-7608NI-I2/8P-4TB
- 1 UPS / SURGE PROTECTION FOR THE NVR MODEL ETR-550
- 2 OUTDOOR IP CAMERA – TAG CAPTURE MODEL DS-2CD4A26FWD-IZHS/P
- 2 OUTDOOR IP CAMERA – OVERLAY MODEL DS-2CD2622FWD-IZS
- 1 NEMA 3R RATED OUTDOOR ENCLOSURE W/ VENT FAN MODEL FC242410
- 1 WIRELESS ROUTER TO ALLOW WIRELESS CONNECTION TO NVR WITHIN LOCAL RANGE
- * INSTALLATION, LABOR AND PROGRAMMING
- * CABLE, CONNECTORS AND MISC. PARTS

- * CONDUIT FROM CAMERAS TO NVR ENCLOSURE VIA DIRECTIONAL BORING UNDER ROADWAY TO BE PROVIDED BY OTHERS AND IS NOT INCLUDED IN INSTALLATION PRICE BELOW

- * IP SURVEILLANCE SYSTEM WILL BE UTILIZED THROUGH AN INTEGRATION PLATFORM: ☐ YES ☒ NO.

*** IMPORTANT NOTE ***

*** THIS CAMERA SYSTEM MAY NOT PROVIDE ADEQUATE FACIAL RECOGNITION FOR IDENTIFICATION OR PROSECUTION. RECOGNITION MAY BE DIFFICULT DUE TO SUCH THINGS AS A SUBJECTS DISTANCE FROM THE CAMERA, AMBIENT LIGHT LEVEL OR CLOTHING WORN IE: HOODIES, BALL CAPS ETC. UNLESS A CAMERA SYSTEM IS DESIGNED SPECIFICALLY FOR A PARTICULAR APPLICATION, DO NOT EXPECT SUCH PERFORMANCE. OWNER MUST PROVIDE ADEQUATE LIGHT FOR NIGHTTIME VIEWING.
.... PLEASE MAKE CERTAIN YOUR CONSULTANT FULLY UNDERSTANDS YOUR SECURITY NEEDS SO ATLANTIC CAN PROVIDE A CAMERA SYSTEM DESIGN TO MEET YOUR SPECIFIC REQUIREMENTS.

***HIGHER RESOLUTION IP CAMERAS REQUIRE VERY GOOD LIGHTING.**

IP CAMERA LOCATIONS

ENTRANCE ISLAND - VIEWING INCOMING TRAFFIC - TAG CAPTURE
ENTRANCE ISLAND - VIEWING INCOMING TRAFFIC - OVERLAY
ENTRANCE ISLAND - VIEWING OUTGOING TRAFFIC - TAG CAPTURE
ENTRANCE ISLAND - VIEWING OUTGOING TRAFFIC - OVERLAY

NVR LOCATION: WEATHER RESISTANT ENCLOSURE – BY ENTRY SIGN

SUB-TOTAL CAMERA SYSTEM INSTALLATION	\$ 8,610.00
TAX	\$ EXEMPT
TOTAL CAMERA SYSTEM INSTALLATION	\$ 8,610.00

FL 904-743-8444

ATLANTIC COMPANIES – TERRY HILL

GA 912-264-8679

PURCHASER
LIC. EF0001226

LIC. LU405163

PRINT NAME

DATE
LIC. EF20000570

G.

1.

First Time Reserve Study Report Proposal

Page 1 of 2

DATE: July 31, 2018 (Proposal is valid for 3 months from this proposal date.)

CLIENT: Tison's Landing Community Development District
16529 Tison's Bluff Road, Jacksonville, FL 32218

PROPERTY: Tison's Landing Community Development District
16529 Tison's Bluff Road, Jacksonville, FL 32218

INTRODUCTION: Dreux Isaac & Associates, Inc. will perform a First Time Reserve Study of the property listed in this proposal. The Reserve Study Report we prepare for each property will contain two methods for calculating reserve contributions. The first method, a straight line component plan, includes a detailed categorized reserve component schedule which lists every reserve component, its' current cost, life expectancies, accumulated cash balance, the unfunded balance and recommended contribution amount. The second method, a thirty-year cash flow plan, includes the same reserve component list, but calculates the reserve contribution based on combined reserve expenditures over a thirty-year period, factoring in interest and inflation.

Each First Time Reserve Study Report will contain a summary of findings and recommendations, the two methods of calculating reserve contributions previously described, supporting charts and graphs as well as property photographs and general reserve information. The report will also comply with auditing guidelines from the American Institute of Certified Public Accountants, which require full disclosure on the adequacy of reserves.

SCOPE OF WORK: **On-Site Survey** – We will perform an on-site survey of the property listed in this proposal. While on-site, we will meet with available personnel (manager, maintenance engineer, board/committee members, etc.) to discuss specific reserve concerns. We will then identify the reserve components and collect specific information on each including age, history, quantity and condition. Photographs and measurements will be taken as needed.

Physical Analysis – We will research relevant background information on the property, review past reserve related work and, if necessary, contact those involved. We will also investigate any possible reserve requirements. A takeoff of information will be performed from available construction drawings. Current repair and/or replacement costs for each reserve component will be estimated. Useful and remaining life expectancies for each reserve component will then be projected.

Financial Analysis – We will input current reserve financial data including budget contributions and fiscal year end balances. From there future reserve contribution amounts will be calculated. Finally we will analyze, adjust and finalize study findings and recommendations.

Report Preparation – We will prepare and send to the client a pdf copy. One bound color copy will be sent by request only (please check the box provided below). Each Reserve Study Report will include a summary of recommendations and findings, a straight line segregated reserve component plan and schedule, a thirty year cash flow plan and schedule, supporting charts, graphs and property photographs.

First Time Reserve Study Report Proposal

July 31, 2018

Tison's Landing Community Development District

16529 Tison's Bluff Road, Jacksonville, FL 32218

Page 2 of 2

UPDATE REPORT: For future years (and budgets) clients who have had a First Time Reserve Study Report prepared by our firm will have the open-ended option of requesting a Reserve Study Update Report. In each update report, any reserve related changes made to property since the time the last report was prepared will be reviewed. Based on the latest available data, all reserve component costs and life expectancies will be adjusted accordingly. Current financial data will be entered in and a new analysis will be performed. The update report will be prepared in our office without an on-site visit. Future site visits may be recommended when substantial changes are made to the property and/or to observe the present condition and rate of deterioration of the reserve components.

FEES: First Time Reserve Study Fee: **\$5,000.00** First Year (2019) Update Fee: **\$1,000.00**

The First Year Update Fee is an open option for the client, and shown for information purposes only. Acceptance of this proposal does not include acceptance of the First Year Update Reports.

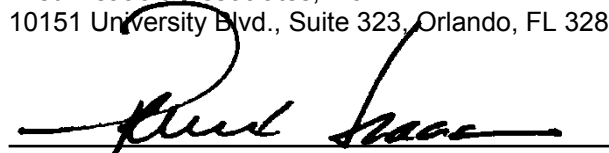
FEE PAYMENT: The First Time Reserve Study fee payment is as follows: 50% is due upon completion of the on-site visual observation inspection portion of the work. The remaining 50% balance is due upon the client's receipt of the pdf. You have 30 days to make any corrections or revisions. We do two sets of changes to account for errors/omissions and then charge thereafter for any additional changes. After 30 days, payment will be considered "past due". After 90 days, any past-due payment will be considered in default and the account will be turned over for collection. The client will be responsible for any and all reasonable costs incurred by Dreux Isaac & Associates, Inc. in the collection of their unpaid past due fees and all attorney fees.

No reports will be printed (only a pdf copy) unless indicated below:

☐ **PLEASE CHECK IF YOU WOULD LIKE 1 COPY SENT.**

TIME FRAME: As of this proposal date, the estimated starting time frame for the work proposed will be in the **December of 2018**.

CONTRACTOR: Dreux Isaac & Associates, Inc.
10151 University Blvd., Suite 323, Orlando, FL 32817



Dreux Isaac, President

July 31, 2018

Date

ACCEPTED: Tison's Landing Community Development District

Authorized Signature

Date

Name (Please Print)

Position/Title



Reserve Studies

Turnover Reports



Insurance Appraisals





10151 university boulevard, suite 323
orlando, florida 32817

800.866.9876
407.695.5226
fax 407.695.3865

www.dia-corp.com

Dear Board Members, Managers and Unit Owners,

For twenty years we have been serving community associations throughout Florida and the Southeast United States by performing reserve studies and insurance appraisals. We started with one client and have grown to thousands by providing our customers with a quality product and excellent customer support, all at a fair price. With each report you will receive:

- **Experience** - We have inspected and prepared thousands of reserve studies and insurance appraisals for all sizes and types of communities, located in large cities, small towns, resort areas and remote islands.
- **Training** - All technical work is performed by professionals with degrees in engineering or architecture.
- **Accuracy** - All our reports are based on local data and conditions which we continuously monitor.
- **Understandability** - We're numbers people, but many who read and use our reports are not. So we summarize the data and present it to you in a way that is clear and logical.
- **Compliance** - The reports we prepare will comply with all governing regulations for your association. Our insurance appraisals are accepted by Citizens and all insurance carriers. Our reserve studies meet all Florida Statute requirements. We can even provide Florida condominiums with a certified study that meets the new 5-year engineering report regulation.
- **Safety** - We carry errors and omissions, liability and workers compensation insurance.
- **Service** - Call us during business hours and talk to a real person! If by chance we miss your call, we'll return it by the next business day.

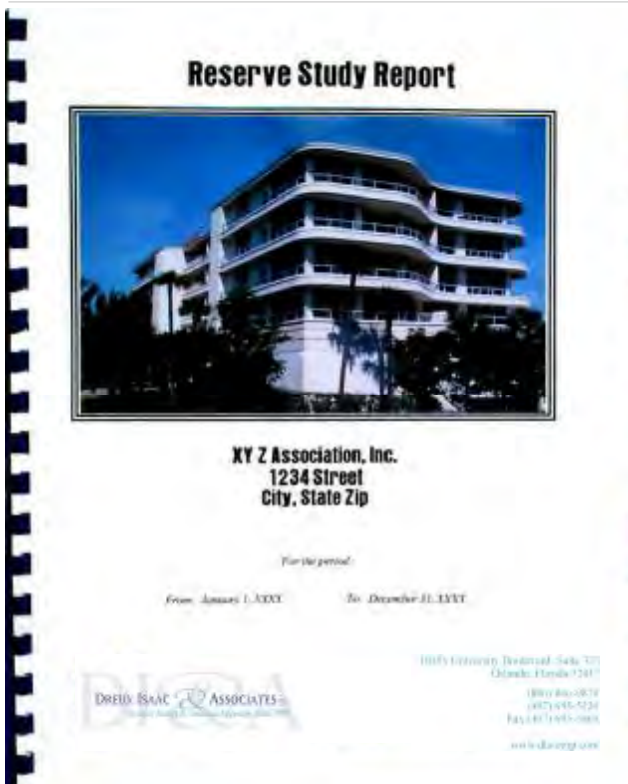
If you have a question for us, or would like a free no obligation quote, please feel free to contact us anytime. To learn more about us, please visit our website at www.dia-corp.com where you can also view and download sample reports.

Sincerely,

Dreux Isaac
President
dreux@dia-corp.com

Reserve Study & Insurance Appraisal Reports

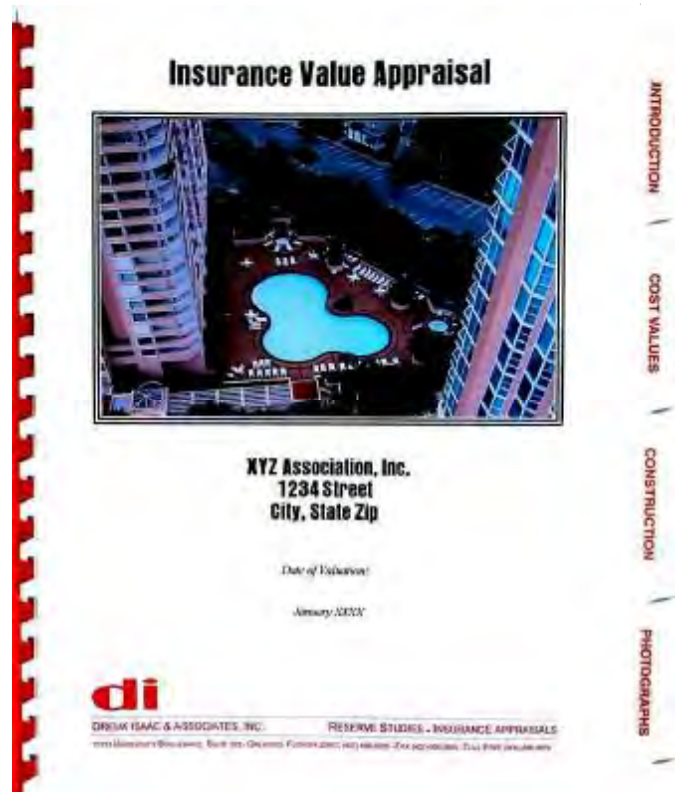
Our Company offers two specialized report services for community associations, the Reserve Study Report and the Insurance Appraisal Report. Both our Reserve Study and Insurance Appraisal Reports are professionally bound and index tab divided for quick and easy referencing.



The Reserve Study Report will provide your Association with all of the necessary cost, life expectancies and budgeting information.

The Insurance Appraisal Report we prepare will provide your Association with accurate replacement costs and cash values for insurance coverage decisions.

Annual Update Service!



Once the initial report is completed we can offer low cost annual update reports to keep your numbers current in the years to come.

The Reserve Study Report

Section 1 - General Information

The first section contains basic report information, statutory requirements, definitions and a summary page listing our recommendations and findings.

REPORT PROCESS

The purpose of this report is to provide XYZ Association, Inc., with specific information necessary in establishing a capital reserves program for the current budget year beginning January 1, 2011 and ending December 31, 2011.

The process of preparing this report began with an on-site inspection of the Association's property. During this inspection, an initial review was made of past reserve expenditures and the current reserve plan. From there, a complete inventory was made of the common area elements and a reserve component list was developed.

Using this list, a takeoff was then made of each component through a review of available construction drawings, checking maintenance records, taking pertinent measurements and noting its current observed physical condition. Additional background information on the property was obtained through discussions with various contact personnel.

Using the information gathered during the site inspection, calculations were then performed to determine the correct quantity of each component. From their cost estimates were then prepared based on a combination of local contractor information, any available bid proposals, and our own database of construction costs.

Asset lives have been determined using a combination of published guidelines and our review of the properties climatic conditions and the components observed physical condition noted during our site inspection.

Based on the latest available financial records, projections were made as to what the Association's end of year reserve balances would be. However, accumulating interest on the varying reserve balance amounts and/or unplanned expenditures may cause the actual end of year reserve balances to differ from what is presented in this report.

Page 1 - 3

Summary of Recommendations & Findings

1. General Information

Property Name:	XYZ Association, Inc.	Report Run Date:	12/01/2010
Property Location:	City, State	Report Run Version:	2
Customer Number:	31258	Budget Year Begins:	01/01/2011
Property Type:	Condominium	Budget Year Ends:	12/31/2011
Total Units:	74		
Phase:	1 of 1		

2. Report Findings

Total number of categories set up in reserve schedule:	8
Total number of components scheduled for reserve funding:	970
Total current cost of all scheduled reserve components:	\$1,360,194
Estimated Beginning Year Reserve Balance	\$768,043
Total number of components scheduled for replacement in the 2011 budget year:	25
Total cost of components scheduled for replacement in the 2011 budget year:	\$320,056

3. Straight Line Reserve Funding Plan Analysis (Refer to Section 3 "SCHEDULE")

Current Annual Reserve Funding Contribution Amount:	\$92,000
Recommended Annual Reserve Funding Contribution Amount:	\$103,443
Increase (decrease) between Current & Recommended Annual Contribution Amounts:	\$11,443
Increase (decrease) between Current & Recommended Annual Contribution Amounts:	12.44%

4. Alternate 30 Year Cash Flow Funding Plan Analysis (Refer to Section 4 "CASH FLOW")

Parameters	Interest:	5.00%	Inflation:	3.00%
Current Annual Reserve Funding Contribution Amount:				\$92,000
Recommended 2011 Reserve Funding Contribution Amount:				\$74,000
(Annual Increase: 3.00% Years 1-30)				
Recommended 2011 Planned Special Assessment Amount:				\$0
Total 2011 Reserve Funding and Planned Special Assessment Amount:				\$74,000
Increase (decrease) between Current & Recommended Annual Contribution Amounts:				(\$18,000)
Increase (decrease) between Current & Recommended Annual Contribution Amounts:				-19.57%

Page 1 - 2

FLORIDA STATUTORY RESERVE REQUIREMENTS

Note-Part of Chapter 718, Florida Statutes, addresses the reserve budget requirements for condominiums. Below is an excerpt from this Chapter, which addresses this requirement.

(Taken from Part I General Provisions, Chapter 718.112(2)(f)2., Florida Statutes)

...(f) Annual budget.

- The proposed annual budget of common expenses shall be detailed and shall show the amounts budgeted by accounts and expense classifications, including, if applicable, but not limited to, those expenses listed in s. 718.504(2). A multi-condominium association shall adopt a separate budget of common expenses for each condominium the association operates and shall adopt a separate budget of common expenses for the association. In addition, if the association maintains limited common elements with the cost to be shared only by those entitled to use the limited common elements as provided for in s. 718.113(1), the budget or a schedule attached thereto shall show amounts budgeted therefor. If, after turnover of control of the association to the unit owners, any of the expenses listed in s. 718.504(2) are not applicable, they need not be listed.
- In addition to annual operating expenses, the budget shall include reserve accounts for capital expenditures and deferred maintenance. These accounts shall include, but are not limited to, roof replacement, building painting, and pavement resurfacing, regardless of the amount of deferred maintenance expense or replacement cost, and for any other item for which the deferred maintenance expense or replacement cost exceeds \$10,000. The amount to be reserved shall be computed by means of a formula, which is based upon estimated remaining useful life and estimated replacement cost or deferred maintenance expense of each reserve item. The association may adjust replacement reserve assessments annually to take into account any changes in estimates or extension of the useful life of the reserve item caused by deferred maintenance. This subsection does not apply to an adopted budget in which the members of an association have determined, by a majority vote at a duly called meeting of the association, to provide no reserves or reserves less adequate than required by this subsection. However, prior to turnover of control of an association by a developer to unit owners other than a developer pursuant to s.718.301, the developer may vote to waive the reserves or reduce the funding of reserves for the first 2 fiscal years of the association's operations, beginning with the fiscal year in which the initial declaration is recorded, after which time reserves may be waived or reduced only upon the vote of a majority of all non-developer voting interests voting in person or by limited proxy at a duly called meeting of the association. If a meeting of the unit owners has been called to determine whether to waive or reduce the funding of reserves, and no such result is achieved or a quorum is not attained, the reserves as included in the budget shall go into effect. After the turnover, the developer may vote its voting interest to waive or reduce the funding of reserves.
- Reserve funds and any interest accruing thereon shall remain in the reserve account or accounts, and shall be used only for authorized reserve expenditures unless their use for other purposes is approved in advance by a majority vote at a duly called meeting of the association. Prior to turnover of control of an association by a developer to unit owners other than the developer pursuant to s. 718.301, the developer-controlled association shall not vote to use reserves for purposes other than that for which they were intended without the approval of a majority of all non-developer voting interests, voting in person or by limited proxy at a duly called meeting of the association.

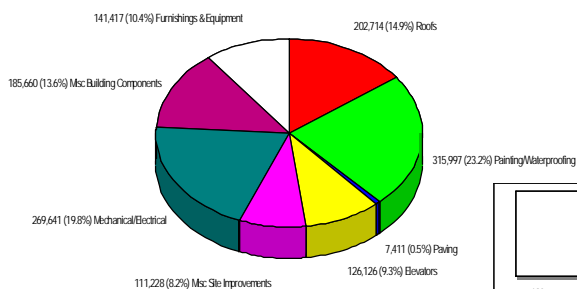
Page 1 - 4

The Reserve Study Report

Section 2 - Graphs

XYZ Association, Inc.

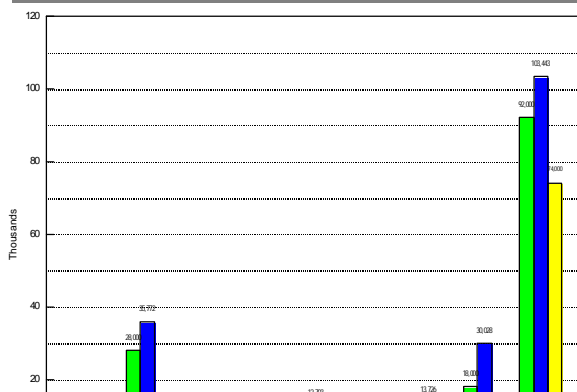
Chart A - 2011 Current Reserve Component Costs



This section of the report shows in graph form the summary of our findings and compares those findings to both current and ideal values. These graphs will give you a better understanding and comprehension of the numbers contained in the report.

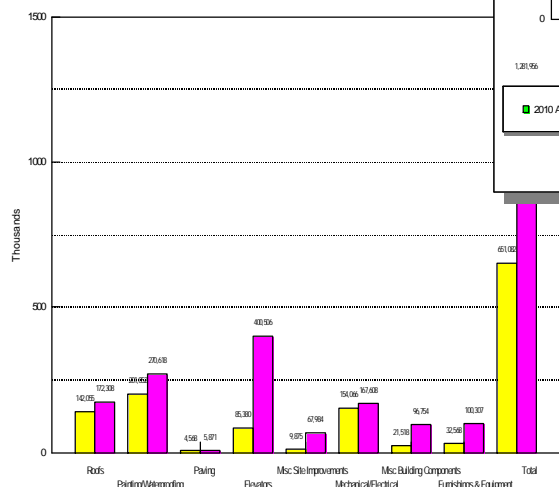
XYZ Association, Inc.

Chart C - 2011 Funding Contribution Comparisons



XYZ Association, Inc.

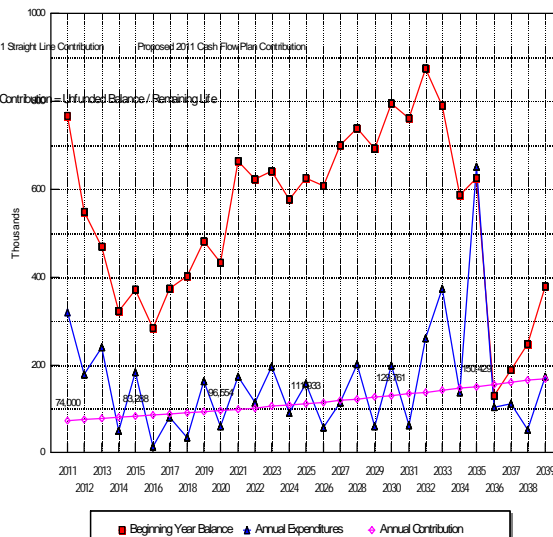
Chart B - 2011 Actual vs. 100% Funded Straight Line Reserve Balances



Actual beginning year balances are estimates only based on the latest financial information.
100% funded straight line beginning year balances are based on straight line accounting formulas.

XYZ Association, Inc.

Chart D - 2011 Cash Flow Plan (Refer To Section 4 Of The Report For Data)



5.00% Interest 3.00% Inflation
Annual Increase: 3.00% Years 1-30

The Reserve Study Report

Section 3 - Schedule

This section is the heart of the report and contains the schedule of components recommended for reserve funding along with their current cost and life expectancies.

XYZ Association, Inc. City, State								2011 Reserve Schedule Summary	
Description	Quantity	Units	Cost Per Unit	Current Cost	Useful Life	Remg Life	12/31/2010 Balance	Unfunded Balance	2011 Contribution
Roofs				202,714	20	5	202,714	0	0
Painting/Waterproofing				315,997	6 - 20	1 - 14	244,454	71,543	35,772
Paving				7,411	4 - 20	2 - 6	4,568	2,843	711
Elevators				126,126	12 - 28	7 - 10	85,380	40,746	3,704
Misc Site Improvements				111,228	3 - 28	1 - 13	17,827	93,401	12,703
Mechanical/Electrical				269,641	6 - 35	1 - 21	154,066	115,575	6,799
Misc Building Components				185,660	6 - 30	1 - 15	26,466	159,194	13,726
Furnishings & Equipment				141,417	8 - 20	2 - 16	32,568	108,849	30,028
Total				1,360,194			768,043	592,151	103,443

XYZ Association, Inc.
City, State

2011
Reserve Schedule Detail

Category/Component	Quantity	Units	Cost Per Unit	Current Cost	Useful Life	Remg Life	12/31/2010 Balance	Unfunded Balance	2011 Contribution
Roofs									
Built-Up Roof-Condominium Building	193	Squares	1,017.00	196,281	20	3	196,281	0	0
Built-Up Roof-Condominium Building Marquee	5	Squares	550.00	2,750	20	3	2,750	0	0
Skylight, Plastic Bubble	1	Lp Sm	3,683.00	3,683	20	3	3,683	0	0
Painting/Waterproofing									
Paint Exterior-Exposed Garage Pipes	1	Lp Sm	1,739.00	1,739	7	2	1,739	0	0
Paint Exterior-Metal Railings/Doors	1	Lp Sm	12,634.00	12,634	7	2	12,634	0	0
Paint Exterior/Waterproof-Condominium Bldg	1	Lp Sm	72,058.00	72,058	7	2	515	71,543	35,772
Paint Exterior/Waterproof-Parking Garage	1	Lp Sm	11,695.00	11,695	7	2	11,695	0	0
Paint Interior-Common Walls/Ceilings/Trim	1	Lp Sm	20,574.00	20,574	6	1	20,574	0	0
Paint Interior-Parking Garage Walls/Ceilings	1	Lp Sm	4,649.00	4,649	7	2	4,649	0	0
Paint Stairwell-Floors/Walls/Ceilings/Railings	32	Flights	328.00	10,496	10	2	10,496	0	0
Waterproof Deck Coating-Garage Roof	28,550	Sq Ft	5.80	165,590	20	1	165,590	0	0
Waterproof Planters-Garage Roof Deck	14	Each	1,183.00	16,562	15	2	16,562	0	0
Paving									
Asphalt, 1" Overlay-Parking Lot	1,925	Sq Yds	3.25	6,256	20	4	3,413	2,843	711
Asphalt, Sealcoat/Restripe-Parking Lot	1,925	Sq Yds	0.60	1,155	4	1	1,155	0	0
Elevators									
Elevator, Cab Refurbishment Allowance	2	Each	7,568.00	15,136	12	1	15,136	0	0
Elevator, Modernize Controller Equipment	2	Each	55,495.00	110,990	28	11	70,244	40,746	3,704

Using straight line accounting formulas the schedule then calculates the annual contribution amount for each component and shows the totals, by category, on the summary page.

The Reserve Study Report

Section 4 - Cash Flow

This section of the report shows an alternate funding plan to that given in the previous section. While all of the same reserve components, costs and life expectancies used in the previous section are used here, the method of calculating the annual reserve contribution is based on a thirty year cash flow analysis.

XYZ Association, Inc. City, State										
										2011
30 Year Cash Flow Plan										
Description	Year 1 2011	Year 2 2012	Year 3 2013	Year 4 2014	Year 5 2015	Year 6 2016	Year 7 2017	Year 8 2018	Year 9 2019	Year 10 2020
General Reserve Fund										
Beginning Year Balance	768,043	548,086	468,185	322,597	369,923	284,406	374,680	401,856	481,502	433,834
Annual Reserve Contribution	74,000	76,220	78,507	80,862	83,288	85,787	88,361	91,012	93,742	96,554
Annual Increase: 3.00% Years 1-30										
Planned Special Assessments	0	0	0	0	0	0	0	0	0	0
Reserve Funds Available	842,043	624,306	546,692	403,459	453,211	370,193	463,021	492,868	575,244	530,388
Expenditures (3.00% Annual Inflation)										
Roofs	0	0	221,512	0	0	0	0	0	0	0
Painting/Waterproofing	191,749	137,739	0	0	0	0	25,303	0	134,098	0
Paving	1,190	0	0	7,041	1,339	0	0	0	1,507	0
Elevators	15,590	0	0	0	0	0	0	0	0	0
Misc Site Improvements	18,362	0	0	8,485	23,721	0	52,327	8,732	6,524	59,228
Mechanical/Electrical	33,228	40,677	0	24,867	59,486	13,374	2,671	0	12,338	0
Misc Building Components	16,163	0	15,960	0	0	0	0	25,563	7,602	0
Furnishings & Equipment	43,774	0	1,985	10,758	97,802	0	0	0	0	0
Total Expenditures	320,056	178,416	239,457	51,151	182,348	13,374	80,301	34,295	162,069	59,228
Earned Interest (5.00% Annually)	26,099	22,295	15,362	17,615	13,943	17,841	19,136	22,929	20,659	23,558
Ending Year Balance	548,086	468,185	322,597	369,923	284,406	374,680	401,856	481,502	433,834	494,719

Page 4 - 1

XYZ Association, Inc. City, State										
										2011
30 Year Cash Flow Plan Expenditures										
Description	Year 1 2011	Year 2 2012	Year 3 2013	Year 4 2014	Year 5 2015	Year 6 2016	Year 7 2017	Year 8 2018	Year 9 2019	Year 10 2020
Roofs										
Built-Up Roof-Condominium Building	0	0	214,482	0	0	0	0	0	0	0
Built-Up Roof-Condominium Building Marquee	0	0	3,005	0	0	0	0	0	0	0
Skylight, Plastic Bubble	0	0	4,025	0	0	0	0	0	0	0
Painting/Waterproofing										
Paint Exterior-Exposed Garage Pipes	0	1,845	0	0	0	0	0	0	2,269	0
Paint Exterior-Metal Railings/Doors	0	13,403	0	0	0	0	0	0	16,485	0
Paint Exterior/Waterproof-Condominium Bldg	0	76,446	0	0	0	0	0	0	94,019	0
Paint Exterior/Waterproof-Parking Garage	0	12,407	0	0	0	0	0	0	15,259	0
Paint Interior-Common Walls/Ceilings/Trim	21,191	0	0	0	0	0	25,303	0	0	0
Paint Interior-Parking Garage Walls/Ceilings	0	4,932	0	0	0	0	0	0	6,066	0
Paint Stairwell-Floors/Walls/Ceilings/Railings	0	11,135	0	0	0	0	0	0	0	0
Waterproof Deck Coating-Garage Roof	170,558	0	0	0	0	0	0	0	0	0
Waterproof Planters-Garage Roof Deck	0	17,571	0	0	0	0	0	0	0	0
Paving										
Asphalt, 1" Overlay-Parking Lot	0	0	0	7,041	0	0	0	0	0	0
Asphalt, Sealcoat/Restripe-Parking Lot	1,190	0	0	0	1,339	0	0	0	1,507	0
Elevators										
Elevator, Cab Refurbishment Allowance	15,590	0	0	0	0	0	0	0	0	0
Elevator, Modernize Controller Equipment	0	0	0	0	0	0	0	0	0	0

Page 4 - 2

This funding plan takes the total beginning year reserve balance in year one along with the projected annual reserve expenditures over a thirty year period, and by creating one reserve fund, arrives at an annual contribution amount so as to provide a positive cash flow and an adequate reserve account balance over the next thirty years.

The Reserve Study Report

Section 5 - Photographs

In each presentation copy of the first time reserve study report, color photographs of the property taken during the field inspection, are included.



Aerial

XYZ Association, Inc.
City, State



Swimming



Aerial

XYZ Association, Inc.
City, State



Swimming



Swimming Pool

XYZ Association, Inc.
City, State



Spa

The Insurance Appraisal Report

Section 1 - General Information

This section of the report includes a cover letter, report definitions and terminology used as well as information such as any Federal, State and local governing laws or regulations.

FLORIDA STATUTORY REQUIREMENTS

Florida Statutes 718.111 (11) Insurance

(11) INSURANCE.—In order to protect the safety, health, and welfare of the people of the State of Florida and to ensure consistency in the provision of insurance coverage to condominiums and their unit owners, this subsection applies to every residential condominium in the state, regardless of the date of its declaration of condominium. It is the intent of the Legislature to encourage lower or stable insurance premiums for associations described in this subsection.

- (a) Adequate hazard insurance, regardless of any requirement in the declaration of condominium for coverage by the association for full insurable value, replacement cost, or similar coverage, shall be based upon the replacement cost of the property to be insured as determined by an independent insurance appraisal or update of a prior appraisal. The full insurable value shall be determined at least once every 36 months.
 1. An association or group of associations may provide adequate hazard insurance through a self-insurance fund that complies with the requirements of ss. 624.460-624.488.
 2. The association may also provide adequate hazard insurance coverage for a group of no fewer than three communities created and operating under this chapter, chapter 719, chapter 720, or chapter 721 by obtaining and maintaining for such communities insurance coverage sufficient to cover an amount equal to the probable maximum loss for the communities for a 250-year windstorm event. Such probable maximum loss must be determined through the use of a competent model that has been accepted by the Florida Commission on Hurricane Loss Projection Methodology. No policy or program providing such coverage shall be issued or renewed after July 1, 2008, unless it has been reviewed and approved by the Office of Insurance Regulation. The review and approval shall include approval of the policy and related forms pursuant to ss. 627.410 and 627.411, approval of the rates pursuant to s. 627.062, a determination that the loss model approved by the commission was accurately and appropriately applied to the insured structure to determine the 250-year probable maximum loss, and a determination that complete and accurate disclosure of all material provisions is provided to condominium unit owners prior to execution of the agreement by a condominium association.
 3. When determining the adequate amount of hazard insurance coverage, the association may consider deductibles as determined by this subsection.
- (b) If an association is a developer-controlled association, the association shall exercise its best efforts to obtain and maintain insurance as described in paragraph (a). Failure to obtain and maintain adequate hazard insurance during any period of developer control constitutes a breach of fiduciary responsibility by the developer-appointed members of the board of directors of the association, unless the members can show that despite such failure, they have made their best efforts to maintain the required coverage.
- (c) Policies may include deductibles as determined by the board.
 1. The deductibles shall be consistent with industry standards and prevailing practice for communities of similar size and age, and having similar construction and facilities in the locale where the condominium property is situated.
 2. The deductibles may be based upon available funds, including reserve accounts, or predetermined assessment authority at the time the insurance is obtained.

Page 1 - 3



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January 1, 2011

Board of Directors
XYZ Condominium Association, Inc.
1234 Street
City, Florida 56789

Re: Insurance Value Appraisal Report

Dear Board Members:

As authorized, this insurance value appraisal report has been prepared on the XYZ Condominium Association, Inc. property, located at 1234 Street in City, Florida. The purpose of this report is to provide XYZ Condominium Association, Inc. with specific value information to aid in ascertaining the proper amount of property insurance.

The process of preparing this appraisal report began with a site inspection of the property. During this inspection, a take-off was made on the construction of the buildings/structures. This was performed by using available construction drawings, checking document records, taking pertinent measurements as well as photographs, and then noting the current observed physical condition of the property.

Using the information gathered during the site inspection, calculations were then performed to determine the correct quantity of each component. From there cost estimates were then prepared based on a combination of local contractor information and our own database of construction costs.

Appraisal values have been calculated to reflect current economic conditions. These economic conditions were determined through a combination of local contractor information, bid proposals, our own database of construction costs and published construction cost indexes.

Thank you for the opportunity of serving you and XYZ Condominium Association, Inc. Should you have any questions, please contact me.

Respectfully submitted,

Dreux Isaac

REPORT DEFINITIONS

National Flood Insurance Values

The National flood insurance values for residential buildings represent the complete reproduction cost including the foundation, site preparation and interior components as originally specified or conveyed.

For non-residential buildings the flood value is the depreciated reproduction cost. Other non-building improvements are not covered. A building is generally described as a structure with a floor, roof and enclosed by three or more walls. Coverage limits are subject to change.

Reproduction Cost

The cost for creating an identical replica or copy of a building/structure. Includes foundations and below grade construction.

For condominium buildings this also includes an allowance for the interior surfaces of the perimeter walls, floors, and ceilings of the individual units initially installed, or replacements thereof of like kind or quality, in accordance with the original plans and specifications, or as they existed at the time the unit was initially conveyed if the original plans and specifications are not available.

Depreciated Reproduction Cost

The reproduction cost value minus a dollar amount given for the loss in the reproduction cost value due to age, usage, type of construction and exposure to the elements.

Insurable Reproduction Cost

The Insurable Reproduction Cost values exclude foundation and site preparations costs for all buildings and are typically used for hazard coverage.

The Insurable Reproduction Cost values for condominium buildings also exclude all floor, wall, and ceiling coverings, electrical fixtures, appliances, water heaters, water filters, built-in cabinets and countertops, and window treatments, including curtains, drapes, blinds, hardware, and similar window treatment components, or replacements of any of the foregoing which are located within the boundaries of a unit and serve only one unit.

The Insurance Appraisal Report

Section 2 - Cost Values

This section of the report gives a summary of values for the property appraised. This summary includes the Reproduction Cost, Depreciated Reproduction Cost (Actual Cash Value) and the Insurable Reproduction Cost for every building and site improvement appraised.

XYZ Association, Inc.
City, State

Jan-2011
Building Summary

40 Unit / 6 Story Condo Building (Typical 1 of 2)

Description	Total
Site Preparation	51,469
Foundation	903,911
Frame and/or Floor Structures	2,776,002
Interior Construction and/or Finishes	2,744,882
Mechanical and/or Plumbing Systems	1,565,957
Electrical and/or Security Systems	648,967
Exterior Wall Construction	1,754,282
Roof Structure and Cover Systems	440,631
Miscellaneous Building Components	312,582
Professional Fees	783,908

Reproduction Cost 11,982,591

Depreciated Reproduction Cost 11,288,093

Insurance Exclusions :

Site Preparation	51,469
Foundation	903,911
Unit Interior Finishes	1,484,295
Unit Interior Components	591,600

Reproduction Cost 8,951,316

Page 2 - 2

XYZ Association, Inc.
City, State

Jan-2011
Summary of Values

No.	Description	Reproduction Cost	Depreciated Reproduction Cost	Insurable Reproduction Cost
1	40 Unit / 6 Story Condo Building 1000 Main Street	11,982,591	11,288,093	8,951,316
2	40 Unit / 6 Story Condo Building 2000 Main Street	11,982,591	11,288,093	8,951,316
3	Pool Building 3000 Main Street	94,910	89,409	92,863
4	Pool & Equipment	42,936	32,983	42,936
5	Spa & Equipment	12,815	9,844	12,815
6	Cabana Structures (2)	34,649	22,598	34,649
7	Pool Deck Structure	64,786	49,769	64,786
Total		24,215,278	22,780,789	18,150,681

Page 2 - 1

Additionally, for every building appraised, a detailed segregated cost breakdown of values is given.

The Insurance Appraisal Report

Section 3 - Construction

This section of the report gives a construction outline profile of every building and site improvement appraised in this report.

XYZ Association, Inc.
City, State

Jan-2011

Site Improvements

Swimming Pool/Equipment

36,000 gallon in ground swimming pool of gunite/concrete construction with a marcite surface finish. Pool varies in depth from 3' to 6'. The cost includes all associated equipment including gas heater.

Spa/Equipment

950 gallon in ground spa of gunite/concrete construction with a marcite surface finish. Price includes all associated equipment including gas heater.

Cabana Structures (2)

2 identical cabana structures measuring 10' x 38' x 5" each. Enclosed by 8" masonry block wall on three sides with storm proof aluminum louver openings. Block walls finished in stucco. At each structure is a fabric awning with an aluminum tube frame support structure.

Pool Deck

Encompassing the entire pool and spa facility as well as the restroom/equipment building is an elevated pool deck structure approximately 5,366 SF in area. Construction consists of 4" concrete slab on grade covered with a brick paver system on a sand base. Around the entire structures is a concrete block retaining wall with painted stucco finish. Cost also includes deck lighting; drainage and aluminum access gates. Additionally, there is a wood bench structure on two side of the deck.

XYZ Association, Inc.
City, State

Jan-2011

40 Unit / 6 Story Condominium Building (Typical 1 of 2)

Enclosed Living Area	98,953	Square Feet
Ground Floor	32,886	Square Feet
Balconies	31,629	Square Feet
Misc. Support Area	2,560	Square Feet
Total	166,028	Square Feet

Occupancy: Condominium Building Stories: 6
Age: 1988 Units: 40

Foundation: Pre-stressed concrete piles and pile cap system integrated with some monolithically poured grade beams and footings.

Frame: Reinforced poured concrete frame.

Floor structure: Ground floor: structure consists of a reinforced poured concrete slab with a moisture-resistant vapor barrier. Upper floor: 6 1/2" - 8 1/2" reinforced poured concrete slab.

Interior finishes: Units: High quality interior finish allowances including: tile, marble, wall coverings, and paint. Common area finishes include tile over waterproof deck coating and assorted painted finishes. Please note for insurance purposes no unit interior finishes have been included in the insurable reproduction cost.

Interior framing: Stud frame interior partition construction throughout unit areas. Primarily structural concrete shear walls used as party walls between units. Additional masonry block partition construction at garage level.

Plumbing: High quality plumbing service for a multiple residential occupancy. Domestic water booster pump system for building.

Life Safety: Building is 100% sprinklered at garage, common walkways and enclosed living unit areas. Central fire alarm system with multi-zone control panel and voice capability. System is hard wired to all devices both in units and common areas. Additionally, stand pipe systems located at both stairwells.

HVAC: Typical split heat pump system with condensing and air handling unit sufficient to heat and cool individual units. Exhaust fans located in each bathroom for ventilation.

Electrical: High quality electrical lighting and service for multiply residential occupancy. Units wired for telephone entry panel system.

Exterior Wall: Primarily 8" concrete masonry block walls with integrated tie beams and columns. Store front wall construction at main building entrance.

Roof: 7" minimum thick reinforced poured concrete slab sloped to roof drains. Roofs systems consist of built-up roof cover with ballast topping over tapered rigid insulation poured.

Elevators: Two 2500# capacity 6 stop hydraulic passenger elevator.

Misc: Extensive waterfall system at atrium.

Page 3 - 1

Page 3 - 2

This includes a general description of the construction used along with its' occupancy, age, square footages, number of stories and any other significant data.

The Insurance Appraisal Report

Section 4 - Photographs

As with the reserve study report, each presentation copy of the first time insurance appraisal report includes color photographs of the property taken during the field inspection.



Aerial

XYZ Association, Inc.
City, State



Swim



Aerial

XYZ Association, Inc.
City, State



Swim



Swimming Pool

XYZ Association, Inc.
City, State



Spa

List of Affiliations



Partial Client List

Southeast Florida

1000 Island Boulevard, Aventura
1680 Michigan, Miami Beach
18101 Collins Avenue, Sunny Isles Beach
2080 Ocean Drive, Hallandale
2800 Island Boulevard, Williams Island
4000 Island, Aventura
5000 Bayview, Fisher Island
5100 Bayview, Fisher Island
5600, Miami Beach
70 Park Drive at Bal Harbour, Bal Harbour
7400 Oceanside, Fisher Island
7600 Oceanside, Fisher Island
Acqualina, Sunny Isles
Admiral Towers, Miami Beach
Admirals Cove Master POA, Jupiter
Alexandra Village, Boynton Beach
Andalusia, Coral Gables
Apogee, Miami Beach
Atlantic Coral Harbor, Islamorada
Atlantic II at the Point, Aventura
Atlantic III at the Point, Aventura
Avant Garde, Hallandale
Bayside Village East, Fisher Island
Bayside Village, Fisher Island
Bayview No One, Fisher Island
Bayview No Three, Fisher Island
Bayview No Two, Fisher Island
Beach Club Three, Hallandale
Beach Beach Club Villas II, North Miami Beach
Bel-Aire On The Ocean, Miami Beach
Bellavista Village, Boynton Beach
Biltmore II, Coral Gables
Blue & Green Diamond Master, Miami Beach
Blue Diamond, Miami Beach
Boynton Lakes North, Boynton Beach
Brickell Bay Club, Miami
Brickell East, Miami
Brickell Mar, Miami
Brickell Place Phase II, Miami
Brickell Town House, Miami
Canada House Beach Club, Pompano Beach
Carbonell, Miami
Carrington at Coconut Creek, Coconut Creek
City Place Tower, West Palm Beach
Coastal Towers, Sunny Isles Beach
Coconut Bay Resort, Ft Lauderdale
Coconut Mallory Marina and Resort, Key West
Continuum on South Beach Master, Miami Beach
Continuum on South Beach South Tower, Miami Beach
Coral Ridge Towers South, Ft Lauderdale
Coronado , Aventura
Country Walk Estate Homes, Miami
Country Walk Master, Miami
Country Walk Patio Homes, Miami
Courts Brickell Key, Miami
Courvoisier Courts, Miami
Cypress Bend VII, Pompano Beach
Cypress Head Club, Parkland
Cypress Lake of Martin County, Palm City
Cypress Lakes Master, West Palm Beach
Diamante Village, Boynton Beach
Emerald Pointe Community, Delray Beach
Ensenada, Aventura
Excellente Village, Boynton Beach
Fairways at Mariner Sands, Stuart
Finnish-American Rest Home, Lake Worth
First Sunrise LC, West Palm Beach
Forest Ridge Master, Davie
Gables Point I, Miami
Gables Point II, Miami

Gables Point III, Miami
Gables Point Reclands Master, Miami
Galeria, Miami Beach
Giardino Village, Boynton Beach
Golden Lakes Village A, West Palm Beach
Green Diamond, Miami Beach
Grove Isle, Coconut Grove
Grovenor House, Coconut Grove
Gulfstream, Boynton Beach
Hammocks Community, Miami
Hamptons South, Aventura
Harbor Club South Bldg No 1, Marathon
Harborview, Fisher Island
ICON, Miami Beach
Illustre Village, Boynton Beach
Imagination Farms Community, Davie
Imperial at Brickell, Miami
Jackson Tower Las Olas, Ft Lauderdale
Jade Residences at Brickell Bay, Miami
Jefferson Corners at Heritage Ridge, Stuart
Kings Creek South, Miami
Kings Point Imperial, Sunny Isles Beach
La Tour, Miami Beach
Lago Del Rey 2, Delray Beach
Lago Del Rey Central Maint, Delray Beach
Lago Del Reyminium 10, Delray Beach
Lake Emerald, Oakland Park
Lake Tower, Key Biscayne
Lake Villa Three, Key Biscayne
Lake Villa Two, Key Biscayne
Lake Villa, Key Biscayne Lakeridge Townhomes, Miami
Lakes of the Meadow Master, Miami
Lakes of the Meadow Neighborhoods, Miami
Las Salinas, Key West
Le Club International, Ft Lauderdale
LExcellence, Miami Beach
LHermitage II, Ft Lauderdale
Lucente Village, Boynton Beach
Maison Grande, Miami Beach
Majestic Isles, Boynton Beach
Marbella of Miami, Miami
Marina Village No Three, Fisher Island
Marina Village No Two, Fisher Island
Marina Village, Fisher Island
MarinaBlue, Miami
Mariner Village Gardens, Aventura
Michael-Ann Russell Jewish Community Ctr, N Miami Bch
Millennium, Sunny Isles Beach
Mizner Court, Boca Raton
Mizner Place at Weston Town Center, Weston
Mizner Tower, Boca Raton
Mizner Village Maintenance, Boca Raton
Moorings at Lantana No Three, Lake Worth
Moors Pointe, Miami
Murano Grande at Portofino Master, Miami Beach
Murano Grande at Portofino, Miami Beach
Mystic Pointe Tower 300, Aventura
Mystic Pointe Tower 500, Aventura
Mystic Pointe Tower 600, Aventura
Mystic Pointe Townhouses, North Miami Beach
Neo Lofts, Miami
Nola Lofts I, Ft Lauderdale
North Tower at the Point, Aventura
Northtree Community, Lake Worth
Nuriver Landing, Ft Lauderdale
Oasis Singer Island, Singer Island
Ocean Club Community, Key Biscayne
Ocean Club Jupiter, Jupiter
Ocean Three, Sunny Isles Beach
Ocean Trail No II, Jupiter
Ocean Two, Sunny Isles Beach
Oceania V, Sunny Isles

Oceanside No Five, Fisher Island
Oceanside No Four, Fisher Island
Oceanside No Three, Fisher Island
Oceanside No Two, Fisher Island
Oceanside, Fisher Island
Old Port Cove Lake Point Tower, N Palm Beach
Old Port Cove Towers, North Palm Beach
One Royal Palm Way, Palm Beach
Palm Beach Shores Resort, Palm Beach Shores
Palm-Aire Country Club No 6, Pompano Beach
Palmetto Place at Mizner Park, Boca Raton
Park Place, Pembroke Pines
Pembroke Cove Apts, Pembroke Pines
Pembroke Falls, Pembroke Pines
Phoenix Towers, Singer Island
Pipers Landing Garden Apts Area Nine, Palm City
Pipers Landing Garden Apts Area Three, Palm City
Pipers Landing POA, Palm City
Pipers Landing, Palm City
Plantation Beach Club, Stuart
Platina Community Master, Boynton Beach
Playa Del Sol, Ft Lauderdale
Plaza Del Prado, North Miami Beach
Plaza of Bal Harbour, Bal Harbour
Poinciana Island Yacht and Racquet Club, Sunny Isles
Porta Bella Yacht & Tennis Club, Boca Raton
Porto Vita POA, Miami
Portofino Tower, Miami Beach
Portofino/South Pointe Master, Miami Beach
Portsviue at The Waterways Harbor Towers, Aventura
Portsviue at The Waterways Harborside, Aventura
Portsviue at The Waterways Master, Aventura
Portsviue at The Waterways Tower 1, Aventura
Portsviue at The Waterways Townhomes, Aventura
Presidential Place, Boca Raton
Puerta De Palmas, Coral Gables
Quadomain, Hollywood
Regent Park, Hollywood
Resort Villa One, Key Biscayne
Resort Villa, Key Biscayne
Runaway Bay Apts, Ft Lauderdale
Sandy Lane Master, Miami Beach
Sea Air Towers, Hollywood
SeaSide Residences, Key West
Seaside Villas, Fisher Island
Seaside, Fisher Island
Sherwood Lakes, Lake Worth
Shoma Homes Keys Gate, Homestead
Silver Seas Beach Club, Ft Lauderdale
Skyline on Brickell, Miami
Snapper Creek Townhouse, Miami
Snug Harbor Yacht Club, Stuart
South Bay Club, Miami Beach
South Pointe Towers I, Miami Beach
Stratford Arms, Boca Raton
Summerspell, Miramar Beach
Summit Tower, Hollywood Beach
Sunset Harbour North, Miami Beach
Sunset Trace, Palm City
Symphony Master, Ft Lauderdale
The 2100, Palm Beach
The 3560, Palm Beach
The Admirals Walk, Boca Raton
The Amethyst, Miami Beach
The Beresford, Boca Raton
The Carriage Club North, Miami Beach
The Coconut Grove Bayshore, Coconut Grove
The Courtyards at The Point, Aventura
The Courtyards in Cityplace, West Palm Beach
The Crossings, Miami
The Emeraldbay at Key Colony, Key Biscayne
The Floridian of Miami Beach, Miami Beach

Partial Client List

The Gables and Club, Coral Gables
The Golf Village at Admirals Cove Master, Jupiter
The Jockey Club Apt, Miami
The Lands of The President Two, W Palm Beach
The Loxahatchee Club, Jupiter
The Marina at the Bluffs, Jupiter
The Metropolitan, Miami
The Moors Master Maintenance, Miami
The of Harbour Isles, North Palm Beach
The Palm Yacht Beach Club, Lauderdale By The Sea
The Palms 2100 Master, Ft Lauderdale
The Palms 2100 Tower One, Ft Lauderdale
The Palms 2100 Tower Two, Ft Lauderdale
The Palms 2100 Townhouses, Ft Lauderdale
The Palms of Islamorada, Islamorada
The Parc, Aventura
The Point of Aventura Maintenance, Aventura
The Prado, West Palm Beach
The Ridges Maintenance, Weston
The Tides, Hollywood
The Village of Stuart, Stuart
The Waterfront on the Ocean, Juno Beach
The Yacht Club at Portofino, Miami Beach
The Yacht Club, Aventura
Three Tequesta Point, Miami
Tiffany Lakes, Mangonia Park
Tivoli Trace, Deerfield Beach
Toscano, Miami
Town Park Village No 1, Miami
Tumberry Ocean Colony S Twr, Sunny Isles Beach
Tumberry on the Green, Aventura
Tuscany No 6, Miramar
Vacation Village at Bonaventure Master, Weston
Vacation Village at Bonaventure, Weston
Vacation Village at Weston, Weston
Vacation Village Registration, Weston
Venetia, Miami
Venetian Palms, Miami
Villa Regina, Miami
Village Homes Maintenance, Miami
Waterview, Aventura
Willoughby Community, Stuart
Willoughby Golf Club, Stuart
Windchime Lakes, Boynton Beach
Yorktown POA, Hobe Sound

Southwest Florida

Acadia II, Sun City Center
Acadia, Sun City Center
Admirals Bay, Ft Myers Beach
Admiralty Point, Naples
Aloha Kai, Sarasota
Alta Mar, Ft Myers
Amberwood Lake, Ft Myers
Andover A of Kings Pointe, Sun City Center
Andover B of Kings Point, Sun City Center
Andover C, Sun City Center
Andover D of Kings Point, Sun City Center
Andover E of Kings Point, Sun City Center
Andover F of Kings Point, Sun City Center
Andover G, Sun City Center
Andover H of Kings Point, Sun City Center
Andover I of Kings Point, Sun City Center
Anna Maria, Cape Coral
Ariel, Ft Myers
Avalon Bay, Ft Myers
Bahia Del Sol, Ruskin
Ballantrae, Sarasota
Barefoot Pelican, Naples
Bay Colony Community, Naples
Bay Colony Golf Club, Naples

Bay Colony Shores POA, Naples
Bay Forest, Naples
Bay Harbor Community, Bonita Springs
Bay Harbor, Ft Myers
Bay Hollow, Bradenton
Bay Isles, Longboat Key
Bay Plaza, Sarasota
Bay Pointe at Bonita Bay, Bonita Springs
Bay Village Club, Ft Myers Beach
Bays Bluff, Sarasota
Bayshore Regency, Tampa
Bayshore, Cape Coral
Bayshores of Vanderbilt Beach, Naples
Bayview Homes I, Sarasota
Baywood Colony Southwood Apts I, Sarasota
Beach Terrace, Sarasota
Beach View at Boca Bay, Boca Grande
Beach Villas III, Captiva
Beachway, Sarasota
Bedford A, Sun City Center
Bedford B, Sun City Center
Bedford C, Sun City Center
Bedford D, Sun City Center
Bedford E, Sun City Center
Bedford F, Sun City Center
Bedford G, Sun City Center
Bedford H, Sun City Center
Bedford J, Sun City Center
Beechwood Cove, Sarasota
Bellavista at Gulf Harbour Yacht & Country Club, Ft Myers
Bermuda Club, Ft Myers
Bermuda Pointe, Bonita Springs
Bird Bay Community, Venice
Bird Bay Village Phase 1, Venice
Bird Bay Village Phase 2, Venice
Bird Bay Village Phase 4, Venice
Bird Bay Village Phase 5, Venice
Blackburn Harbor, Osprey
Blind Pass, Sanibel
Boathouse on Longboat, Longboat Key
Boca Bay Master, Boca Grande
Boca Bay Pass Club, Boca Grande
Boca Grande Health Clinic Foundation, Boca Grande
Boca Grande Health Clinic, Boca Grande
Boca Grove, Bradenton
Boca Vista at Burnt Store Lakes, Punta Gorda
Bonita Beach Club, Bonita Springs
Brandywine, Ft Myers
Brenson Mar, Cape Coral
Brookfield, Sun City Center
Brookshire Village I, Ft Myers
Brookshire Village II, Ft Myers
Brookshire Village IV, Ft Myers
Calais at Pelican Bay, Naples
Caloosa Isles II, Ft Myers
Cambridge A, Sun City Center
Cambridge B, Sun City Center
Cambridge C, Sun City Center
Cambridge E, Sun City Center
Cambridge F, Sun City Center
Cambridge H, Sun City Center
Cambridge I, Sun City Center
Cambridge J, Sun City Center
Cambridge K, Sun City Center
Cambridge L, Sun City Center
Cambridge M, Sun City Center
Cane Palm Beach, Ft Myers Beach
Canton Court D, Sun City Center
Captains Bay North One, Ft Myers Beach
Captains Bay North Two, Ft Myers Beach
Captains Bay South, Ft Myers Beach
Captains Harbour, Cape Coral

Cardinal Cove, Ft Myers
Carrington Place, Sarasota
Casa Del Sol, Sarasota
Casa Ybel Beach and Racquet Club Phase IJK, Sanibel
Casa Ybel Resort Limited Partnership, Sanibel
Casarina, Sarasota
Castel Del Mare, Sarasota
Cedar Hammock Golf & Country Club, Naples
Chandlers Forde, Sarasota
Chiltington Court, Naples
Cinnamon Cove Terrace I, Ft Myers
Cinnamon Cove Terrace III, Ft Myers
Clipper Bay, Cape Coral
Clipper Cove Village, Ft Myers
Clipper Cove Village, Punta Gorda
Club Brittany at Park Shore, Naples
Club Harbour, Cape Coral
Club Regency, Marco Island
Cobblestone Court I, Naples
Colonial Wests, Ft Myers
Colony Bay One, Tampa
Condo of Sand Cay, Longboat Key
Coral Del Rio, Cape Coral
Coreys Landing, Longboat Key
Corinth, Sun City Center
Corkscrew Woodlands, Estero
Coronado, Ft Myers
Country Pines of North Fort Myers, N Ft Myers
Countryside Master, Naples
Courtside Landings, Punta Gorda
Courtyard Landings III, Punta Gorda
Courtyard Landings, Punta Gorda
Crescent Arms, Sarasota
Crescent Beach, Marco Island
Crescent Royale, Sarasota
Crossings II at Bonita Bay, Bonita Springs
Cypress Lake Country Club, Ft Myers
Cypress Lake Estates, Ft Myers
Cypress Lake Gardens, Ft Myers
Deer Creek Community, Sarasota
Devonshire, Sun City Center
Dolphin Towers, Sarasota
Dolphin Watch, Ft Myers Beach
Dorchester A of Kings Point, Sun City Center
Dorchester B of Kings Point, Sun City Center
Dorchester C of Kings Point, Sun City Center
Dorchester D of Kings Point, Sun City Center
Eagle Creek Golf & Country Club, Naples
Eagles Nest at Bonita Bay, Bonita Springs
Eagles Nest, Marco Island
Eagles Point at the Landings III, Sarasota
Eden House, Ft Myers Beach
Edinburgh, Sun City Center
Egret Landing at Tampa Bay, San Antonio
Egrets Landing at Bonita Bay, Bonita Springs
Emerald Cove at Cape Coral Community, Cape Coral
Emerald Pointe, Punta Gorda en Provenance, Longboat Key
Enclave at Palmira I, Bonita Springs
Enclave Neighborhood, Bonita Springs
Enclave of Naples, Naples
Englewood Beach, Englewood
Estero Bayside, Ft Myers Beach
Estero Sands, Ft Myers Beach
Fairbourne, Sun City Center
Fairfield A, Sun City Center
Fairfield B, Sun City Center
Fairfield C, Sun City Center
Fairfield D, Sun City Center
Fairfield E, Sun City Center
Fairfield F, Sun City Center
Fairfield G, Sun City Center
Fairfield H, Sun City Center

Partial Client List

Fairway Bay Common Shared Facility, Longboat Key
Fairway Bay I, Longboat Key
Fairway Bay II, Longboat Key
Fairway Bay III, Longboat Key
Fairway Trace at Peridia II, Bradenton
Fairway Villas Property, North Port
Fairway Woods, Sarasota
Falling Waters Master Rec Facilities, Naples
Falling Waters Master, Naples
First Lido, Sarasota
First Presbyterian Church of Naples, Naples
First United Methodist Church, Ft Myers
Forest Glen Golf & Country Club Master, Naples
Four Winds Marina North, Bokeelia
Four Winds Marina, Bokeelia
Foxfire Community, Naples
Foxmoor, North Ft Myers
Gateway Golf & Country Club, Ft Myers
Glades Golf & Country Club, Naples
Glades Golf and Country Club, Naples
Gladiolus Gardens Rec and Maint, Ft Myers
Gladiolus Gardens Section V, Ft Myers
Gladiolus Gardens Section X, Ft Myers
Gladiolus Gardens Section XI, Ft Myers
Glen Eagle Golf & Country Club, Naples
Glen Oaks Manor Home, Sarasota
Gleneagles IV, Naples
Gloucester A, Sun City Center
Gloucester B, Sun City Center
Gloucester C, Sun City Center
Gloucester D, Sun City Center
Gloucester E, Sun City Center
Gloucester F, Sun City Center
Gloucester G, Sun City Center
Gloucester H, Sun City Center
Gloucester J, Sun City Center
Gloucester K, Sun City Center
Gloucester L, Sun City Center
Gloucester M, Sun City Center
Gloucester N, Sun City Center
Gloucester P, Sun City Center
Gramercy, Naples
Grand Bay/LBK Community, Longboat Key
Grand Bay/LBK I, Longboat Key
Grand Bay/LBK II, Longboat Key
Grand Bay/LBK III, Longboat Key
Grand Bay/LBK IV, Longboat Key
Grand Bay/LBK V, Longboat Key
Grand Bay/LBK VI, Longboat Key
Grand Vista at Riverwood, Port Charlotte
Grande Bay at Boca Bay, Boca Grande
Grantham, Sun City Center
Greenbriar VI at Bonita Bay, Bonita Springs
Greengate Community, Ft Myers
Greengate IV, Ft Myers
Gulf Reflections, Ft Myers
Gulf Sandss of Mansota Key, Englewood
Hacienda de Ybor Apt Community, Tampa
Hacienda Villas, Tampa
Hamilton Club, Sarasota
Hammock Isle at Bonita Bay, Bonita Springs
Harbor Isles, Venice
Harbor Place at Peppertree, Ft Myers
Harborshore at Boca Bay, Boca Grande
Harborside at Boca Bay, Boca Grande
Harbortown, Ft Myers
Harbour Court, Longboat Key
Harbour Landings Estates, Cortez
Harbour Landings, Ft Myers
Harbour Links, Ft Myers
Harbour Pointe, Ft Myers Beach
Harbourtowne, Cape Coral

Heather Ridge II of Brookshire, Ft Myers
Heritage Oaks Golf & Country Club, Sarasota
Heritage Palms Golf & Country Club, Ft Myers
Hibiscus Pointe, Ft Myers Beach
Hickory Shores, Bonita Beach
Hidden Harbour One, Ft Myers
High Point Country Club Group Eleven, Naples
High Point Country Club Group Fourteen, Naples
High Point Country Club Group One, Naples
High Point Country Club Group Ten, Naples
High Point Country Club Group Two, Naples
High Point Country Club, Naples
Highgate A, Sun City Center
Highgate B, Sun City Center
Highgate C, Sun City Center
Highgate D, Sun City Center
Highgate E, Sun City Center
Highgate F, Sun City Center
Highgate II, Sun City Center
Highgate III, Sun City Center
Highgate IV, Sun City Center
Highland Woods Golf & Country Club, Bonita Springs
Hudson Harbour, Sarasota
Huntington at Sun City Center, Sun City Center
Huron Cove, Marco Island
Hurricane House, Sanibel
Idlewood, Sun City Center
Inn On The Beach, Longboat Key
Insurance Service of Sarasota, Osprey
Inverness at Sun City Center, Sun City Center
Ironwood Business Park, Sarasota
Island Beach, Ft Myers Beach
Island Pines Recreation, Ft Myers Beach
Island Reef, Ft Myers Beach
Island Winds Bath and Racquet Club, Ft Myers Beach
Jameson, Sun City Center
Japanese Gardens, Venice
Jetty Villas, Venice
Kahlua, Ft Myers Beach
Kelly Greens Community IV, Ft Myers
Kelly Greens Single Family I, Ft Myers
Kelly Greens Terrace V, Ft Myers
Kelly Greens Verandas I, Ft Myers
Kelly Greens Verandas II, Ft Myers
Kelly Greens Verandas III, Ft Myers
Kelly Greens Verandas IV, Ft Myers
Kelly Greens Verandas V, Ft Myers
Kelly Greens Verandas VI, Ft Myers
Kelly Greens Verandas VII, Ft Myers
Kensington, Sun City Center
Key Harbour, Ft Myers
Key Royal, Naples
Kings Point, Sun City Center
Kingsmere, Sarasota
Kingston Arms, Sarasota
Krain Residence, Longboat Key
La Bellasara, Sarasota
La Firenze, Longboat Key
Lake Louise, Cape Coral
Lake Pointe Apts Ltd, Tampa
Lakebridge, Bradenton
Lakemont Cove, Bonita Springs
Lakeshore Village, Sarasota
Lakeside Vista, Ft Myers
LAmbiance at Longboat Key Club, Longboat Key
Lancaster I, Sun City Center
Lancaster II, Sun City Center
Lancaster III, Sun City Center
Lancaster IV, Sun City Center
Laurel Villas, Venice
Le Ciel Park Tower, Naples
LElegance on Lido Beach, Sarasota

Lido Beach Club, Sarasota
Lido Towers, Sarasota
Limetree Beach Resort, Sarasota
Linkside Village I, Port Richey
Little Hickory Bay, Bonita Springs
Longboat Beachcomber, Longboat Key
Longboat Terrace, Longboat Key
Longboat Village, Ft Myers
Longshore Lake Foundation, Naples
Lovers Key Beach Club, Ft Myers Beach
Lyndhurst, Sun City Center
Manchester I, Sun City Center
Manchester II, Sun City Center
Manchester III, Sun City Center
Manchester IV, Sun City Center
Manhattan Palms, Tampa
Mansion La Palma at Bay Colony, Naples
Marina Bay, Longboat Key
Marina Del Sol, Sarasota
Marina North Shore, Punta Gorda
Marina Terrace, Ft Myers
Marina Village at Snug Harbor, Ft Myers Beach
Marinatown Village A, Ft Myers
Mariner Pointe, Sanibel
Mariners Boathouse and Beach Resort, Ft Myers Beach
Mariners Cove, Naples
McGregor Woods, Ft Myers
Meadowlake, Sarasota
Merano at the Colony, Bonita Springs
Meridian at the Oaks Preserve Commons, Osprey
Meridian I at The Oaks Preserve, Osprey
Meridian II at The Oaks Preserve, Osprey
Meridian III at The Oaks Preserve, Osprey
Meridian IV at The Oaks Preserve, Osprey
Meridian V at The Oaks Preserve, Osprey
Meridian VI at The Oaks Preserve, Osprey
Midnight Cove II, Sarasota
Midnight Cove, Sarasota
Miromar Lakes Master, Estero
Mission Lakes of Venice, Venice
Mission Monterey, Ft Myers
Mont Claire at Pelican Marsh, Naples
Myerlee Manor, Ft Myers
Nantucket I, Sun City Center
Nantucket II, Sun City Center
Nantucket III, Sun City Center
Nantucket IV, Sun City Center
Nantucket V, Sun City Center
Naples Four Winds, Naples
Naples Heritage Golf & Country Club, Naples
Naples Lakes Country Club, Naples
New Approach, Ft Myers
North Bay, Boca Grande
North Shore Place, North Ft Myers
North Village, Boca Grande
Office Buildings, LeHigh
Old Bridge Village Co-op, North Ft Myers
Orchid Beach Club Residences, Sarasota
Oxford I, Sun City Center
Oxford II, Sun City Center
Paddle Creek, Ft Myers
Palm Avenue Baptist Tower, Tampa
Palm Harbor Club at Bay Beach, Ft Myers Beach
Palmetto Ridge at the Brooks, Bonita Springs
Park Plaza, Naples
Park Shore Resort, Naples
Park View III, Cape Coral
Pavese Garner Attorney at Law, Ft Myers
Pavilion Club, Naples
Pelican Bay Foundation, Naples
Pelican Cove, Sarasota
Pelican Marsh Golf Club, Naples

Partial Client List

Pelican Watch, Ft Myers Beach
Peppertree Bay, Siesta Key
Pine Grove, Ft Myers
Pinebrook-Ironwood Recreation, Bradenton
Pipers Grove, Naples
Plantation Beach Club II, Captiva
Plantation Beach Club III, Captiva
Plantation Beach Club, Captiva
Plantation Beach Club, Port Charlotte
Plantation House, Captiva
Plantation Village of Sanibel, Sanibel
Pointe Estero, Ft Myers Beach
Porta Vecchio at Mediterra Neighborhood, Naples
Portobello, Longboat Key
Ports of Iona, Ft Myers
Portsmith, Sun City Center
Princess Del Mar, Marco Island
Princeton, Sun City Center
Promenade, Longboat Key
Prosperity Point Master, Punta Gorda
Provincetown, Ft Myers
Quail Creek Village Foundation, Naples
Radison I, Sun City Center
Radison II, Sun City Center
Raintree Village No 4, Temple Terrace
Raintree Village POA, Temple Terrace
Reflection Lakes Master, Ft Myers
Reflection Lakes Two, Ft Myers
Regatta Pointe, Palmetto
Regency House, Sarasota
RHC Master, Valrico
River View Villas, Cape Coral
Rivers Edge 2, Ft Myers
Rivers Edge 3, Ft Myers
Riverside Yacht Club Estates, Ft Myers
Riverwalk Cove, Ft Myers
Riviera Club Village, Sarasota
Riviera Club, Ft Myers Beach
Rosewood at the Gardens, Sarasota
Royal Beach Club, Ft Myers Beach
Royal Vista, Cape Coral
Royal Wood Master, Naples
Ruby at Sunstone, Naples
San Carlos Springs, Ft Myers
San Marino Bays, Tampa
Sanctuary I at Longboat Key Club, Longboat Key
Sanctuary II at Longboat Key Club, Longboat Key
Sanctuary III at Longboat Key Club, Longboat Key
Sanctuary IV at Longboat Key Club, Longboat Key
Sandalfort, Sanibel
Sandpiper Apts, Venice
Sanibel Beach Club, Sanibel
Sanibel Harbour Tower South, Ft Myers
Sanibel Siesta Apt, Sanibel
Sarabande, Sarasota
Sarasota Harbor East Apts, Sarasota
Saturnia Lakes, Naples
Savannah at Turtle Rock, Sarasota
Savannah Trace, Tampa
Sea Isles of Bonita Beach, Bonita Springs
Seagrove at Siesta Key, Siesta Key
Seascape of Little Hickory Island, Bonita Springs
Seawatch, Ft Myers Beach
Senior Friendship Centers, Naples
Senior Friendship Centers, Sarasota
Senior Friendship Centers, Venice
Serenade on Palmer Ranch, Sarasota
Seven Lakes, Ft Myers
Shorewood of Sanibel, Sanibel
Siesta Towers, Sarasota
Silver King, Boca Grande
Silverleaf at Seven Oaks, Wesley Chapel

Smugglers Cove, Ft Myers Beach
Snug Harbor, Sanibel
Solamar, Naples
Somerset Cay, Sarasota
South Bay at Boca Bay, Boca Grande
South Gate Village Green Section Four, Sarasota
South Pointe Villas Master, Ft Myers
South Pointe Villas Phase II, Ft Myers
South Pointe Villas Phase III, Ft Myers
South Pointe Villas Phase IV, Ft Myers
South Seas Club, Captiva
Southampton I, Sun City Center
Southampton II, Sun City Center
Spanish Main Yacht Club, Longboat Key
Spring Lake Community, Ft Myers
Spring Lake II, Ft Myers
Spring Lake, Ft Myers SRQ Park, Sarasota
St Croix, Sanibel Island
Steamboat Bend East, Ft Myers
Stonebridge Country Club Community, Naples
Stoneybrook Clubside South, Sarasota
Stoneybrook Fairway Verandas I, Sarasota
Stoneybrook Golf & Country Club, Sarasota
Stoneybrook Greens Commons, Sarasota
Stoneybrook Veranda Greens North I, Sarasota
Stoneybrook Veranda Greens North II, Sarasota
Stoneybrook Verandas I, Sarasota
Strawberry Ridge, Valrico
Summerlin Village, Ft Myers
Sundial East, Sanibel
Sundial of Sanibel, Sanibel
Sunrise Bay Resort and Club, Marco Island
Sunset Beach, Longboat Key Surfrider Beach Club, Sanibel
Surfsong, Ft Myers Beach Surfwalk, Marco Island
Tamarind Gulf and Bay, Englewood
Tangerine Bay Club, Longboat Key
TBM Properties & Smoot Properties, Ft Myers Terrace I at
Lakeside Greens, Ft Myers Terrace II at Lakeside Greens,
Ft Myers Terrace III at Lakeside Greens, Ft Myers
Terraverde 1, Ft Myers
Terraverde 2, Ft Myers Terraverde 3, Ft Myers Terraverde
4, Ft Myers Tessera, Sarasota
The Alagon on Bayshore, Tampa
The Bayou, Ana Maria
The Beaches, Longboat Key
The Boardwalk Caper III, Ft Myers Beach
The Boardwalk Caper IV , Ft Myers Beach
The Caper Beach Club, Ft Myers Beach
The Castillian, Longboat Key
The Club at Crystal Lake II, Ft Myers
The Club at Crystal Lake III, Ft Myers
The Club at Crystal Lake, Ft Myers
The Club at Crystal Lake, Ft Myers
The Club Pelican Bay, Naples
The Cottages at South Seas Plantation, Captiva
The Country Club of Naples, Naples
The Embassy House, Sarasota
The Enclave at Fiddlesticks Neighborhood, Ft Myers
The Encore, Sarasota
The Estates at Bay Colony Golf Club, Naples
The Foundation of Pelican Marsh, Naples
The Glasser-Schoenbaum Human Svcs Ctr, Sarasota
The Grande Riviera, Sarasota
The Habitat, Marco Island
The Hamptons at Bonita Bay, Bonita Springs
The Harbour Club at Lighthouse Bay, Bonita Springs
The Heron at the Sanctuary III, Sanibel
The Isles of Caloosa, Ft Myers
The Isles Recreation, Ft Myers
The Knolls of Kings Point II, Sun City Center
The Knolls of Kings Point III, Sun City Center
The Knolls of Kings Point, Sun City Center

The Landings Carriagehouse, Sarasota
The Landings Racquet Club, Sarasota
The Landings Yacht Golf and Tennis Club, Ft Myers
The Landings, Sarasota
The Miles Building, Ft Myers
The Monaco Beach Club, Naples
The Moorings at Edgewater, Bradenton
The Moorings Country Club, Naples
The Oaks Preserve Management, Osprey
The Olde Hickory Golf & Country Club, Ft Myers
The Olde Hickory Verandas Common, Ft Myers
The Olde Hickory Verandas I, Ft Myers
The Olde Hickory Verandas II, Ft Myers
The Olde Hickory Verandas III, Ft Myers
The Olde Hickory Villas, Ft Myers
The Players Club, Longboat Key
The Regency, Ft Myers
The Sanctuary at Longboat Key Club, Longboat Key
The Sand Caper, Ft Myers Beach
The Sanibel Cottages, Sanibel
The Shore, Longboat Key
The Shores at Gulf Harbour III, Ft Myers
The Somerset, Marco Island
The Strand at Bay Colony, Naples
The Sun Caper, Ft Myers Beach
The Surf Club of Marco, Marco Island
The Venice Golf & Country Club Master, Venice
The Villas at Deer Creek, Sarasota
The Villas at Pinebrook, Bradenton
The Water Club, Longboat Key
The Waterfront at Main Street, Bradenton
The Waterfront, Bradenton
The Waterway, Bradenton
The Woods at Pinebrook, Bradenton
Tortuga Beach Club, Sanibel
Town & River Phase One, Ft Myers
Tremont I, Sun City Center
Tremont II, Sun City Center
Tuckawaye, Bonita Springs
Turtle Rock Community, Sarasota
Tuscan, Sarasota
Tuscany Bay POA, Gibsonton
University Park Community, University Park
Vanderbilt Beach & Harbour Club, Naples
Vanderbilt Gulfside, Naples
Vasari Country Club Master, Bonita Springs
Veinte, Longboat Key
Venice Golf & Country Club, Venice
Viking, Cape Coral
Villa Capri, Ft Myers
Villa Del Mar, Ft Myers Beach
Villa Di Lancia, Longboat Key
Villa La Palma, Naples
Villa Palmeras at Prestancia, Sarasota
Villa Serena, Riverview
Village on Golden Pond at Breckenridge, Estero
Village Walk, Sarasota
Villas on Golden Beach, Venice
Villeroy, Sun City Center
Vistas on Beneva, Sarasota
Vizzcaya at Bay Colony, Naples
Water Crest of Falling Waters, Naples
Watercrest, Bradenton
Wedgewood, Sanibel
Whiskey Creek Village Green Section Eight, Ft Myers
Whiskey Creek Village Green Section Fourteen, Ft Myers
Whiskey Creek Village Green Section Ten, Ft Myers
Whiskey Creek Village Green Section Two, Ft Myers
Whispering Sands, Sarasota
White Sands Club, Naples
Wilderness Country Club, Naples
Wilderness, Naples

Partial Client List

Wildewood Springs, Bradenton
Winding Oaks, Longboat Key
Windsong, Bonita Beach
Woodside Village West, Sarasota
Worthington, Sun City Center
Wyldewood Lakes, Ft Myers

Central Florida

2100 Towers, Cocoa Beach
89 Oceanfront, Ormond Beach
Alhambra at Poinciana, Kissimmee
Alhambra Villas, Kissimmee
Anthem Park, St Cloud
Artesia Townhomes, Cape Canaveral
Artesia, Cape Canaveral
Artisan Club, Celebration
Ashbury Park, Orlando
Aspenwood at Grenelefe, Grenelefe
Baldwin Park Commercial, Orlando
Baldwin Park Commercial-NBD, Orlando
Baldwin Park Commercial-Village Center, Orlando
Baldwin Park Joint Committee, Orlando
Baldwin Park Residential, Orlando
Baldwin Park Residential-Cambridge, Orlando
Baldwin Park Residential-Common, Orlando
Baldwin Park Residential-ISSA 22, Orlando
Baldwin Park Residential-ISSA 28, Orlando
Baldwin Park Residential-Live/Work, Orlando
Baldwin Park Residential-Recreation, Orlando
Baldwin Park Residential-Rey City Homes 2, Orlando
Baldwin Park Residential-Rey City Homes, Orlando
Bali, Winter Garden
Banana Bay, Cocoa Beach
Beachwalker At Harbourside, South Pasadena
Bear Creek Manufactured, Ormond Beach
Bella Playa, Indian Shores
Bellevue Biltmore Villas Bayshore, Belleair
Bellevue Biltmore Villas Oak, Belleair
Bellevue Biltmore Villas South Garden, Belleair
Bermuda Bay Beach, St Petersburg
Bermuda Bay Club, Bradenton Beach
Boca Ciega Residents, Largo
Bouchelle Island I, New Smyrna Beach
Breakaway Trails, Ormond Beach
Bridgewater Neighborhood, Heathrow
Briercliff Commons, Orlando
Brookside Bluff, Zolfo Springs
Bryans Spanish Cove, Orlando
Cabana Club, Clearwater
Cape Caribe, Cape Canaveral
Carefree Country Club, Winter Haven
Caya Costa Community, St Petersburg
Centre Court Ridge, Reunion
Chapman Lakes, Oviedo
Chateaus at Magnolia Pointe,
Clermont Ciega Cove, South Pasadena
Clearwater Key, Clearwater
Coconut Palms Beach Resort II, New Smyrna Beach
Coconut Palms Beach Resort, New Smyrna Beach
Colony Surf, Clearwater
Commodore Beach Club, Maderia Beach
Coral Pointe at Harbourside, St Petersburg
Corbett Development, Clearwater
Cranes Roost, Altamonte Springs
Crescent Beach Club Two 8-A LLC, Clearwater
Cristal, Indian Harbour Beach
Cross Creek of Ocoee, Ocoee
Crystal Lake, Palm Harbor
Curlew Landings South, Indian Rocks Beach
Cypress Creek Village Unit Two, Orlando
Cypress Creek Village, Orlando

Cypress Lakes Assoc & Big Cypress Golf, Lakeland
Daytona Beach Riverhouse, Daytona Beach
Devon Green Neighborhood, Heathrow
Dunedin Pines, Dunedin
Edgewater Harbor, Indian Shores
Eloise Pointe Estates, Winter Haven
Emerald Seas, Cocoa Beach
Fairway Village Residents, Largo
Florescia, St Petersburg
Forest Lakes of Cocoa, Cocoa
Forest Lakes, Oldsmar
Fountain Beach, Daytona Beach
Fountain Parke at Lake Mary, Lake Mary
Foxhaven Neighborhood, Orlando
Georgetown East, Safety Harbor
Georgian Inn Beach Club, Ormond Beach
Golfside Villas, Winter Park
Grand Lake Resort, Kissimmee
Greenbriar at Tusawilla, Winter Springs
Greystone Town Homes, Sanford
Gulf Gate, St Petersburg
Hampton Hills Estates, Debarry
Harbor Pointe, Titusville
Hawks Landing at Pelican Bay, Daytona Beach
Heathrow Lakes Maintenance, Heathrow
Heathrow Master, Heathrow
Heathrow Woods, Heathrow
Heritage Crossing, Reunion
Heron Cove, Lake Mary
Hidden Springs, Altamonte Springs
Highlands of Innisbrook, Palm Harbor
Home of Palm Hill, Largo
Hunters Creek Community, Orlando
Hunters Creek Town Center POA, Orlando
Hunters Creek Tract 181, Orlando
Hyde Park, Winter Garden
Images, Kissimmee
Indian River Club, Rockledge
Island Oaks of Merritt Island, Merritt Island
Island Pointe of Merritt Island, Merritt Island
Islander Beach Club, New Smyrna Beach
Jameson Place, Rockledge
Jefferson Green at Anthem Park, St Cloud
Joyce Ann Apts, Pinellas Park
Kingstown Reef, Orlando
Knights Landing Apts, Orlando
Lake Griffin Harbor, Leesburg
Lake Ridge Villas S at Fleming Island, Orange Park
Lake Underhill Ltd, Orlando
Lasereño, Largo
Lauren Manor West, Saint Petersburg
Lemon Tree, Orlando
Lighthouse Shores Townhomes, Ponce Inlet
LOVO, Kissimmee
Madeira Place, Madeira Beach
Madeira Villa North, Ormond Beach
Mai Kai, Orlando
Majestic Park Homes, Seminole
Mandalay Beach Club, Clearwater
Mariners Pass, St Petersburg
Maverick, Ormond Beach
Middlebrook Pines, Orlando
Moontide, New Smyrna Beach
Mt Olive Shores Lot of Polk County, Polk City
Muirfield Village Neighborhood, Heathrow
Normandy, Clearwater
Oak Lake Park I & II, Clearwater
Oaks Landing Ltd, Bartow Oakwater, Kissimmee
Ocean Beach Club, New Smyrna Beach
Ocean Inlet Yacht Club, New Smyrna Beach
Ocean Sands Beach Club, New Smyrna Beach
OceanQuest, Ponce Inlet

Oceans Two, Daytona Beach Shores
Oceanside Golf and Country Club, Ormond Beach
Oleander Pointe, Cocoa
One Kapok Terrace, Clearwater
ORBIT, Kissimmee
Osprey Pointe at Dolphin Cay, St Petersburg
Palmas de Majorca, Cocoa Beach
Park Lake Villas, Maitland
Park Maitland Villas, Maitland
Park West of Winter Park, Winter Park
Parkshore Plaza, St Petersburg
Parkway International, Kissimmee
Pasadena Cove, South Pasadena
Patriot Square, St Petersburg
Pelican Bay Yacht Club Bldg A, Gulfport
Pine Ridge at Lake Tarpon Village II, Tarpon Springs
Plantation Bay Community, Ormond Beach
Plantation Village I, Orlando
Poinciana Golf Villas II, Kissimmee
Pointe Alexis Recreation, Tarpon Springs
Pointe West, New Port Richey
Ponce de Leon Towers, New Smyrna Beach
Princess, Madeira Beach
Prospect Towers, Clearwater
Punta Gorda Isles Section 22, Punta Gorda
Ranger (Sailboat Key-Group III), South Pasadena
Redington Towers No 1, Redington Shores
Regency Green Neighborhood, Heathrow
Reunion Grande, Reunion
Riverside of DeBary, DeBary
Riverside, Daytona Beach
Riverwood Plantation, Port Orange
Riverwoods, Titusville
Royal Floridian Resort, Ormond Beach
Royal Harbor POA, Tavares
Ruby Lake, Winter Haven
Salem Square, Palm Harbor
Sand Dunes Oceanfront, Cape Canaveral
Santa Maria, South Pasadena
Savannah, South Pasadena
SC, Ponce Inlet
Scottish Highlands, Leesburg
Sea Havens, Daytona Beach
Shores Sea Villas IV, New Smyrna Beach
Sea Villas, New Smyrna Beach
Seaport Master, Cape Canaveral
Seaside at Belleair II, Belle Air
Seminole Garden Apts, Sanford
Seminole Hill Villas, Seminole
Seminole Woods Community, Geneva
Seven Eagles, Reunion
Seville 7, Clearwater
Sheoah Highlands, Winter Springs
Shipwatch Seven, Largo
Shorehom By The Sea, New Smyrna Beach
Silver Lake Resort, Kissimmee
Solana Lake, Cape Canaveral
Solana On The River, Cape Canaveral
Solana Shores, Cape Canaveral
South Bay, Orlando
Southpoint of Daytona, Ponce Inlet
Springwood Village, Longwood
Spruce Creek POA, Port Orange
St Andrews, Oldsmar
St Tropez IV, Clearwater
Starlight Tower, St Petersburg Beach
Stonebridge Commons Community, Orlando
Stonebridge Maintenance, Heathrow
Strathmore Gate East at Lake St George, Palm Harbor
Sunisands Beach Club, New Smyrna Beach
Sunshine on Indian Shores, Indian Shores
Sunshine Towers Apt Residences, Clearwater

Partial Client List

Terra, Kissimmee
The Anchorage, Cocoa Beach
The Ashley, Daytona Beach Shores
The Bluffs, Sebring
The Bordeaux, Ocoee
The Cedar Island Club, New Smyrna Beach
The Constellation, St Petersburg Beach
The Courageous, St Petersburg Beach
The Crescent Beach Club at Sand Key Shared, Clearwater
The Crescent Beach Club at Sand Key, Clearwater
The Cypress Pointe Resort at Lake Buena Vista, Orlando
The Cypress Pointe Resort II, Orlando
The Enclave at Orlando, Orlando
The Grand Coquina, Daytona Beach Shores
The Grande Verandahs on the Bay, St Petersburg
The Grande, Orlando
The Great Outdoors, Titusville
The Hamptons, Heathrow
The Intrepid, St Petersburg Beach
The Lakes Villas I, Clearwater
The Mediterranean, Daytona Beach
The Meridian, Cocoa Beach
The Ocean Ritz of Daytona, Daytona Beach
The Oceans Cloverleaf North, Daytona Beach Shores
The of Eden Isle, St Petersburg
The Peninsula, Daytona Beach Shores
The Residences of Winter Park, Winter Park
The Resort on Cocoa Beach, Cocoa Beach
The Sherwin, Daytona Beach Shores
The Springs Community, Longwood
The Townhomes of Lake Seminole No 4, Seminole
The Village at Melbourne, Melbourne
The Villages of Seaport, Cape Canaveral
The Villas at East Park, Orlando
The Weatherly, St Petersburg Beach
Thornton Park Central, Orlando
Tidesfall, Ormond Beach
Tortoise Island, Satellite Beach
Traders Inn Beach Club, Ormond Beach
Trails West, DeLand
Tropic Shores, Daytona Beach Shores
Tropic Sun Towers, Ormond Beach
Twenty One Riverside, Cocoa
Ultimar Three, Clearwater
Ultimar, Clearwater
Vacation Village at Parkway, Kissimmee
Vacation Villas at Fantasyworld Two, Kissimmee
Vacation Villas at Fantasyworld, Kissimmee
Venetian Bay Villages, Kissimmee
Ventura Country Club Community, Orlando
Ventura Village, Orlando
Victoria Gardens, DeLand
Victoria Park Community Council, DeLand
Villa Villar, DeLand
Village on the Green I, Clearwater
Villas at Fortune Place, Kissimmee
Vista Lakes Community, Orlando
Vittoria, Treasure Island
Waterford Lakes Community, Orlando
Waterstreet at Celebration, Celebration
Wekiva Village, Apopka
Wesmere, Ocoee
Westshore Place, Indian Shores
Whitley Bay West, Cocoa
Whitley Bay, Cocoa
Wildwood Homes, Winter Springs
Willowbrook Neighborhood, Heathrow
Wimbledon Park No 1, Orlando
Winding Wood IX, Clearwater
Windrush Bay, Tarpon Springs
Wintermere Harbor, Winter Garden
Woodside Village, Clearwater

Yacht & Tennis Club, St Pete Beach
Yale Townhouse Apts, Orlando
Yorkfield Square, DeLand

Northeast Florida

Aliki Gold Coast No One, Flagler Beach
Amberwood at Fleming Island, Jacksonville
Atlantic East, St Augustine
Belleza at Ponte Vedra, Ponte Vedra Beach
Brighton Park, Jacksonville
Brightwater, Jacksonville
Camachee Island 1, St Augustine
Canopy Walk, Palm Coast
Carrington Place at Fleming Island, St Augustine
Cinnamon Beach at Ocean Hammock, Palm Coast
Clearview Townhouses, Jacksonville
Clifton Village, Jacksonville
Colony Reef Club, St Augustine
Crescent Beach Ocean House, St Augustine
Cypress Bridge, Ponte Vedra Beach
Cypress Trace Master, Jacksonville
Deercreek Country Club, Jacksonville
Deermeadows Baptist Church, Jacksonville
Drayton Park, Jacksonville
East Hampton, Jacksonville
Fleming Island Plantation CDD, Orange Park
Florida Club, St Augustine
Golfview, Jacksonville
Greenfield, Jacksonville
Hammock Grove, Jacksonville
Harbour Island at Marsh Landing, Ponte Vedra Beach
Hawthorn, Jacksonville
Horizons at Stonebridge Village I, Jacksonville
Horizons at Stonebridge Village II, Jacksonville
Horizons at Stonebridge Village III, Jacksonville
Jacksonville Golf & Country Club, Jacksonville
Jacksonville Golf & Country Club, Jacksonville
Julington Creek Plantation POA, Jacksonville
Kingston Dunes, St Augustine Beach
Las Palmas on the Intracoastal, St Augustine
Little Bay Harbor, Ponte Vedra Beach
Magnolia Point Community, Green Cove Springs
Mariners Watch, St Augustine
Marsh Landing at Sawgrass I, Ponte Vedra Beach
Marsh Landing at Sawgrass II, Ponte Vedra Beach
Marsh Landing at Sawgrass III, Ponte Vedra Beach
Marsh Landing at Sawgrass IV, Ponte Vedra Beach
Marsh Landing at Sawgrass Master, Ponte Vedra Beach
Marsh Landing at Sawgrass V, Ponte Vedra Beach
Marsh Landing at Sawgrass VI, Ponte Vedra Beach
Marsh Landing at Sawgrass VII, Ponte Vedra Beach
Marsh Landing at Sawgrass VIII, Ponte Vedra Beach
Merrill Pines, Jacksonville
Miravista at Harbortown, Jacksonville
Moultrie Trails, St Augustine
Ocean Breeze (Ocean Beach Club II), Flagler Beach
Ocean Gate Phase 1, St Augustine
Ocean Hammock POA, Palm Coast
Ocean Palms, St Augustine
Ocean Village Club, St Augustine
Ocean Villas, St Augustine Beach
Old Ponte Vedra Beach, Ponte Vedra Beach
Osprey Branch, Jacksonville
Oxford Chase, Jacksonville
Palm Coast Resort, Palm Coast
Pelican Reef, St Augustine
Pier Point South, St Augustine Beach
Pottsburg Crossing, Jacksonville
Quail Point I, Ponte Vedra Beach
Queens Harbour Yacht & Country Club, Jacksonville
Regency Wood, Jacksonville

Royal Pines, St Augustine
Saint Johns NW Commercial POA, St Augustine
Saint Johns NW Master, St Augustine
Saint Johns NW Residential POA, St Augustine
Saint Johns SE Master, St Augustine
Saint Johns-Six Mile Creek North POA, St Augustine
Salt Creek, Ponte Vedra Beach
Sawgrass Island, Ponte Vedra
Sawgrass, Ponte Vedra Beach
Sawmill Lakes Maintenance, Ponte Vedra Beach
Sea Place I, St Augustine
Sea Place III, St Augustine
Sea Place Master, St Augustine
Sea Winds, St Augustine
Seagate North, St Augustine
Seagate, St Augustine
Sequest, Jacksonville Beach
Seascape, Jacksonville Beach
Seaside at Anastasia, St Augustine Beach
Sebastian Harbor Villas, St Augustine
Six Thousand, Jacksonville
Southern Grove, Jacksonville
Southwood, St Augustine
St Andrews Place, St Augustine
St Augustine Beach and Tennis Club, St Augustine
St Augustine Ocean & Racquet Club, St Augustine
St Augustine Ocean Resort Co-op, St Augustine
St Augustine Shores Service Corp, St Augustine
Stonebridge Village Master, Jacksonville
Summer Grove, Jacksonville
Summer Island, St Augustine
Sweetwater by Del Webb Carriage Homes, Jacksonville
Sweetwater by Del Webb Master, Jacksonville
The Alexandria, Jacksonville
The Amenities for the Residences, St Augustine
The Barefoot Trace, St Augustine Beach
The Conquistador Apts, St Augustine
The Crossings at Cypress Trace, Jacksonville
The Greens, St Augustine
The Hampton Glen at Deerwood, Jacksonville
The Landmark, Jacksonville Beach
The Oakbridge, Ponte Vedra Beach
The Ocean Villas at Serenata Bch, Ponte Vedra Beach
The One Bedrooms at Hammock Beach, Palm Coast
The Overlook at Baymeadows, Jacksonville
The Palms at Marsh Landing, Jacksonville
The Plantation, Ponte Vedra Beach
The Preserve on Anastasia Island, St Augustine
The Ravines Community, Middleburg
The Reserve at Pointe Meadows, Jacksonville
The Residences at World Golf Village, St Augustine
The Residences II at World Golf Village, St Augustine
The Sanctuary at Palm Coast, Palm Coast
The Sawgrass Players Club, Ponte Vedra Beach
The Seasons at Kensington, Jacksonville
The Seasons at Mill Cove, Jacksonville
The Woods Community, Jacksonville
Timber Run, Jacksonville
Tumberry, St Augustine
Villa San Marco, St Augustine
Villas at Marsh Landing, Jacksonville Beach
Villas of Timberlin Parc, Jacksonville
Vista Cove, St Augustine
Vistas at Stonebridge Village I, Jacksonville
Windjammer, St Augustine
Wolf Creek, Jacksonville
World Golf Village POA, St Augustine

Florida Panhandle

Association of Southbay by the Gulf, Destin
Bayview Waters, Ft Walton Beach

Partial Client List

Beach Colony Resort, Navarre Beachcrest, Santa Rosa Beach
Breakers East, Destin
Capistrano, Panama City Beach
Cassine Garden Townhomes, Seagrove Beach
Compass Point at Watersound, WaterSound
Compass Pointe II, WaterSound
Crescent Keel, WaterSound
Crystal Dunes, Destin
Dolphin Point, Destin
Eden III, Pensacola Eden, Pensacola
Emerald Dunes, Destin
Golf Villas at Regatta Bay, Destin
Islander Beach Resort &, Ft Walton Beach
Lands End of Perdido Key, Pensacola
Largo Mar, Panama City Beach
Marina Bay Resort, Ft Walton Beach
Navarre Towers, Navarre
Oceania, Destin
Perdido Sun, Pensacola
Sandpiper Cove, Destin
Seascape Resorts, Destin
Seminole Legends, Tallahassee
Shipwatch, Pensacola
Siesta Key Chapel, Sarasota
Sugar Dunes, Navarre Beach
The Crossings at Watersound, WaterSound
The Palms at Seagrove, Seagrove Beach
The Pearl, Navarre Beach
The Summit, Panama City Beach
Tivoli by the Sea II, Miramar Beach
Tivoli by the Sea III, Miramar Beach
Tivoli by the Sea, Miramar Beach
WaterColor Community, Santa Rosa Beach
WaterColor Gulfside Villas, Santa Rosa Beach
WaterColor Private Residence Club, Santa Rosa Beach
WaterColor Towncenter Community, Santa Rosa Beach
WaterSound Beach Community, WaterSound
WaterSound Beach Gatehouse, WaterSound
Waterview Towers, Destin

Out of State

Commodore Horizontal Property Regime, Hilton Head, SC
Cullasaja Club, Highlands, NC
Cullasaja, Highlands, NC
Laurel Point, Gatlinburg, TN
Ocean Cove Resort at Palmetto Dunes, Hilton Head, SC
Ocean Palms, Hilton Head Island, SC
Southwind at Shipyard, Hilton Head, SC
Southwind II at Shipyard, Hilton Head, SC
Spinnaker at Shipyard, Hilton Head, SC
Sunrise Ridge, Pigeon Forge, TN
The Beach Club, St Simons, GA
The Council Village at Palmetto Dunes, Hilton Head, SC
The Ford Plantation, Richmond Hill, VA
The Plaza in Clayton, Clayton, MO
Vacation Village in the Berkshires, Hancock, MA
Williamsburg Plantation, Williamsburg, VA

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community
advisors, LLC

Reserve Study Professionals





July 18, 2018

Mr. Dave deNagy
District Manager
Governmental Management Services
475 West Town Place, Suite 114
St. Augustine, FL 32092

Re: Level I Reserve Study for Tison's Landing CDD

Dear Mr. deNagy:

Thank you for the opportunity to submit a New Reserve Study with Site Visit proposal for your District. We believe a collaborative experience with our Clients is much more valuable than completing the work and submitting a report. You are welcome to join us for the site visit to learn about your facility and discuss component replacement and maintenance issues. When our analysis is completed we recommend a brief meeting to discuss the results, answer questions after which adjustments are made so you have a funding plan that works for you. Power point presentations are available at an additional fee which are useful at Board of Supervisors to identify major components you maintain, current financial status and your new funding plan.

All work is completed or supervised by Reserve Analyst who have been awarded professional certifications of Certified Construction Inspector (CCI), Professional Reserve Analyst (PRA) and Reserve Specialist (RS) signifying broad experience with successful results. Your reserve study is completed following guidelines for Reserve Studies established by the Association of Professional Reserve Analysts (APRA) and the Community Associations Institute (CAI).

Best Regards,

Charles R. Sheppard *RS PRA CCI*
President & Reserve Analyst



Scope of Work for District

Clubhouse roof and exterior, interior finishes and equipment, MEP Systems, furnishings, pools, playground, tennis and basketball courts, parking lot, signage, stormwater system and other components identified during site visit.

Additional Services Included

- ✓ If requested, provide a guided tour of the facility to point out maintenance and problem areas. This is a good opportunity for the District representative to learn about major components, location and their condition.
- ✓ If plans are available in PDF format we will provide a location plan for major components and service cut offs with the assistance of maintenance staff. If printed plans are furnished, then an additional cost of scanning and delivery are invoiced at cost plus 15%.
- ✓ Meet with the District representative upon completion of component inventory to review our findings and discuss historical replacement cost and timing to “true up” the inventory. We will also recommend which cost should be in the Operational or Capital Budget help you establish your nest year budgets.
- ✓ Review previous building envelope evaluation report if provided in PDF format and include their recommended future maintenance and repair cost in our analysis.
- ✓ Review previous reserve methodology and calculations as compared to our findings. We can demonstrate how your current reserve funding plan will perform over time.
- ✓ Upon completion of financial analysis meet with the District representative to review your funding plan and offer options to achieve adequate funding.
- ✓ Meet with the Board of Supervisors to present your study and answer questions. Our goal is to insure you understand the results of our work and know how to use them to maintain adequate funding.

Information Required

- ✓ Funding Method (Check 1) Cash Flow (Pooled Cash) O Component (Line Item) O
- ✓ Include Components with Replacement Cost Greater Than \$ _____ (\$1,000 is Default)
- ✓ FY 2018-19 Starting Balance for Calculations \$ _____

Terms of Service

Physical Analysis

- ✓ The site visit includes meeting with your representative to discuss any maintenance or operational concerns. We observe major components to determine quantity, age, condition and remaining useful life. Quantities are determined by field measurement and internet measurement tools or aerial measurement services.
- ✓ Building walls, trim and other features are observed from ground level. Flat roofs are observed only if safe fixed ladder access is available. Pitched roofs are observed from ground level. Building Systems are not operated.
- ✓ Upon completion of the site visit, an inventory of major components is established which includes quantity, replacement cost and remaining useful life. We recommend you review this information and provide historical cost and previous replacement time for any components.

Financial Analysis

- ✓ A review of your current funding plan is completed to determine fund status and performance. We provide a funding plan using the Cash Flow Method (pooled cash) with a funding goal of adequate funding which keeps reserves above a percent funded or balance threshold level. If component funding (line item) is used, then full funding is the funding goal with the understanding we included inflation of replacement cost and interest earned on reserve funds. We do not furnish Straight Line Funding Plans as they do not accurately project replacement cost and are only accurate for the current study year.

Your Reserve Study Includes

- ✓ Executive summary with current funding status, fund balances and assumptions.
- ✓ Cash Flow or Component Funding Plan and 30-Year cash flow projection.
- ✓ Inventory of major components with replacement cost, useful and remaining life projections.
- ✓ Various charts and photographs of major components.
- ✓ Completed Report is sent via email in a PDF file. Printed & bound copies available at additional cost.

Payment Agreement & Terms

- ✓ To maintain excellent customer service and requested delivery schedules we ask that your acceptance of this proposal is made within 30 days. Signed proposals received after 30 days are subject to revision of delivery time and cost. If indicated a deposit fee may be required with signed agreement to place your project in our production schedule and begin your study. A progress payment may be requested upon completion of site visit depending on the size of the project. Remaining fee is due upon receipt of the preliminary report. Payments not received 30 days after invoice date are assessed a 1.5% late fee per month.
- ✓ After 90 days past due payments will be subject to addition charges for collection including attorney fees and other reasonable cost incurred by Community Advisors, LLC. We are available to meet with you and discuss your Reserve Study subject to availability and travel expenses. We are always available by phone at no cost. We will modify your Reserve Study one time at no additional cost if requested within 90 days of issue and all fees have been paid. Modification requested after report is issued may require additional cost.

Information Required to Begin Your Study

- ✓ Accurate site plan with building and unit numbers so we can identify them in your report.
- ✓ Previous reserve studies, engineering reports or other repair and replacement information.
- ✓ List of all major component replacements, cost and time of replacement.
- ✓ Operational, capital budget and balance sheets for current year and previous two years.
- ✓ Budget year to begin reserve calculations and your start and end budget month.
- ✓ Projected closing reserve balance. If line item budget, then balances for each category. Projected closing balance = last year closing balance + current year contributions – projected expenditures.
- ✓ Funding method used. Cash Flow (pooled cash) or Component Method.
- ✓ Components with a replacement cost above \$1,000 and useful life of greater than one year are included in our analysis. Lower cost components are funded by the operational budget. If the Association has established a different cost threshold then enter that amount:
- ✓ We assume one Association is responsible for funding component replacement cost. If more than one funding plan is required to identify shared expenses additional consultant fee may be requested.

This agreement for consulting services is accepted this date:

Professional Fee: \$2,800.00 Deposit Required: None

Authorized Signature: _____ Title: _____

Printed Name: _____ Date: _____

Reserve Analyst & Inspector's Credentials

Charles R. Sheppard RS PRA CCI

Charlie Sheppard is the owner and President of Community Advisors which provides capital reserve analysis, consulting services, commercial inspections and project management for community associations, private clubs, churches, schools and other entities.

He has over 30 years of experience in real estate development, property operation, commercial property inspections and construction management. He has participated on the development team for large planned unit developments and mid-rise office building parks. He has also worked for many years as commercial construction manager for a wide range of structures including medical facilities, office buildings, churches, restaurants, clubhouses, infrastructure installation and remodeling and repositioning of properties to match market conditions.

Areas of expertise include mechanical and electrical systems, energy management systems, life safety systems, plumbing systems, building envelope and roof components. Horizontal improvement experience include marine structures, street and site concrete construction, utilities, site work and landscaping improvements.

Inspection projects include: High rise office and residential buildings, restaurants, industrial properties, churches, private schools, private clubs, marinas, medical facilities, warehouse and industrial properties, water treatment facilities and residential properties.

Charlie is a regular speaker at CAI events, teaches continuing education classes and enjoys attending Board of Director meetings to share the benefits of Reserve Planning. He has also published articles on Capital Reserve Analysis and Construction Management.

Education - Virginia Polytechnic Institute & State University - BS

License - Certified General Contractor - Florida & Certified Home Inspector - Florida

Professional Designations & Memberships

Certified Construction Inspector, (CCI)

Professional Reserve Analyst, (PRA)

Reserve Specialist, (RS)

Member – Association of Construction Inspectors

Member - Association of Professional Reserve Analyst – APRA

Business Partner - Community Associations Institute – CAI

Community Involvement

Past President Southpoint Rotary Club

Provides reduced cost Capital Planning for select Nonprofit Organizations & Churches

SIXTH ORDER OF BUSINESS

SMALL PROJECT AGREEMENT

THIS SMALL PROJECT AGREEMENT (the “Agreement”) is made and entered into this 30th day of July, 2018, by and between:

TISON’S LANDING COMMUNITY DEVELOPMENT DISTRICT, a local unit of special purpose government established pursuant to Chapter 190, Florida Statutes, whose address is c/o Governmental Management Services, 475 West Town Place, Suite 114, St. Augustine, FL 32092 (the “District”),

and

OUTDOOR LIGHTING SOLUTIONS, LLC, a Florida limited liability company, dba NiteLites of Northeast Florida, whose address is 1000 Riverside Avenue, Suite 400, Jacksonville, FL 32204 (the “Contractor”).

RECITALS

WHEREAS, the District is a local unit of special purpose government established pursuant to and governed by Chapter 190, Florida Statutes; and

WHEREAS, the District desires to hire a service provider to sell to the District and install certain lighting and electrical equipment at the front and back entrances of the Tison’s Landing community in Duval County, Florida (the “Project”), which Project is more particularly described in the Contractor’s Proposal attached hereto and incorporated herein as Exhibit A (the “Proposal”); and

WHEREAS, the Board of Supervisors of the District at a public meeting held on July 12, 2018, authorized the proper District officials to enter into this Agreement with Contractor authorizing Contractor to perform the Project in accordance with this Agreement; and

WHEREAS, Contractor represents that it is qualified and possesses the necessary equipment, skill, labor, licenses, and experience to perform the Project.

NOW, THEREFORE, in consideration of the recitals, agreements, and mutual covenants contained herein, and other good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged by the parties, the parties agree as follows:

SECTION 1. RECITALS. The recitals so stated are true and correct and by this reference are incorporated, inclusive of the above referenced exhibits, into and form a material part of this Agreement.

SECTION 2. DUTIES.

A. The duties, obligations, and responsibilities of the Contractor are those as more particularly described in this Agreement and in the exhibit(s) attached hereto and incorporated herein.

B. Contractor shall be solely responsible for the means, manner, and methods by which its duties, obligations and responsibilities are met in accordance with this Agreement and industry standards.

C. Contractor shall report to the District Manager or his designee.

D. Contractor shall furnish all materials, supplies, machines, equipment, tools, superintendents, labor, insurance, and other accessories and services necessary to complete the Project in accordance with the conditions and prices as stated in this Agreement and in the Proposal. Prior to production of moldings and installation for the Project and painting of monument walls, Contractor shall provide color samples to District Manager for pre-approval.

E. Contractor shall perform all the work in a workmanlike manner.

F. Contractor shall remove and clean up all rubbish, debris, excess material, tools and equipment from streets, alleys, waterways, open space, and adjacent property that may have been used or worked on by the Contractor in connection with the Project.

G. Contractor will be held responsible for the care, protection and condition of all work until final completion and acceptance thereof and will be required to make good at his own cost any damage or injury occurring from any cause resulting from Contractor's acts or omissions or the acts or omissions of its subcontractors or suppliers.

SECTION 3. COMPENSATION. District shall compensate the Contractor for completion of the work described in Exhibit A in the total amount of **Nine Thousand Nine Hundred Eighty-Three and 00/100 Dollars (\$9,983.00)**, payable as follows:

A. 50% upon (\$4,991.50) upon signing of this Agreement;

B. 50% (\$4,991.50) upon completion of the work and after passing final inspection by the District and applicable permitting agencies, if any.

Invoices shall be generated from the Contractor and delivered to the District so that payments can be made. This provision supersedes any payment schedule or plan set forth in Exhibit A.

SECTION 4. INDEPENDENT CONTRACTOR. This Agreement does not create an employee/employer relationship between the parties. It is the intent of the parties that the Contractor is an independent contractor under this Agreement and not the District's employee for all purposes, including but not limited to, the application of the Fair Labor Standards Act minimum wage and overtime payments, Federal Insurance Contribution Act, the Social Security Act, the Federal Unemployment Tax Act, the provisions of the Internal Revenue Code, the State Workers' Compensation Act, and the State unemployment insurance law. The Contractor shall retain sole and absolute discretion in the judgment of the manner and means of carrying out Contractor's activities and responsibilities

hereunder provided, further that administrative procedures applicable to services rendered under this Agreement shall be those of Contractor, which policies of Contractor shall not conflict with District, or other government policies, rules or regulations relating to the use of Contractor's funds provided for herein. The Contractor agrees that it is a separate and independent enterprise from the District, that it has full opportunity to find other business, that it has made its own investment in its business, and that it will utilize a high level of skill necessary to perform the work. This Agreement shall not be construed as creating any joint employment relationship between the Contractor and the District, and the District will not be liable for any obligation incurred by Contractor, including but not limited to unpaid minimum wages and/or overtime premiums.

SECTION 5. TERM.

A. This Agreement shall commence upon signature, and shall continue, unless otherwise terminated, until the scope of work described herein is completed. The Contractor shall commence work on the Project no later than August 20, 2018, weather permitting. The Project shall be completed in an expeditious manner after the commencement of work and shall proceed towards completion without interruption except as specifically provided herein to limit the inconvenience to the property owners and tenants within the District and the general public utilizing the District's facilities. In no event shall the Project be completed later than August 28, 2018, weather permitting.

B. Punch list items recorded as a result of final inspections are to be corrected by the Contractor within ten (10) calendar days and prior to any request for another inspection.

SECTION 6. INDEMNIFICATION.

A. Contractor shall indemnify, defend, and save harmless District, its agents, servants and employees from and against any kind and all causes, claims, demands, actions, losses, liabilities, settlements, judgments, damages, costs, expenses, and fees (including without limitation reasonable attorney's and paralegal expenses at both the trial and appellate levels) of whatsoever kind or nature for damages to persons or property caused in whole or in part by any act, omission, or default of the Contractor, its agents, servants or employees arising from this contract or its performance. The Contractor and the District hereby agree and covenant that the Contractor has incorporated in the original cost proposal, which constitutes the Contract sum payable by the District to the Contractor, specific additional consideration in the amount of ten dollars (\$10.00) sufficient to support this obligation of indemnification provided for in this paragraph. The indemnification required pursuant to the Agreement shall in no event be less than \$1,000,000 per occurrence or no more than the limits of insurance required of the Contractor by the Agreement, whichever is greater. It is the District's and Contractor's full intention that this provision shall be enforceable and said provision shall be in compliance with Section 725.06, Florida Statutes.

B. The execution of this Agreement by the Contractor shall obligate Contractor to comply with the foregoing indemnification provision, as well as the insurance provisions which are set forth in Section 11 of this Agreement. However, the indemnification provision, and the insurance provision are not interdependent of each other, but rather each one is separate and distinct from the other.

C. Nothing herein is intended to be construed, by either party, as a waiver of the protections, immunities, and limitations afforded a governmental entity pursuant to Section 768.28, Florida Statutes.

SECTION 7. ENFORCEMENT. A default by either party under this Agreement shall entitle the other party to all remedies available at law or in equity, which shall include, but not be limited to, the right of damages, injunctive relief and specific performance.

SECTION 8. RECOVERY OF COSTS AND FEES. In the event that either party is required to enforce this Agreement by court proceedings or otherwise, then the prevailing party, to the extent permitted by Florida law, shall be entitled to recover from the other party all expenses, fees and costs incurred, including reasonable attorneys' fees and costs.

SECTION 9. CANCELLATION. The District shall also have the right to cancel this Agreement (1) for convenience at anytime and without any liability therefor prior Contractor's initiating work at the jobsite for this Project (2) for convenience at anytime upon payment to Contractor of documented costs and reasonable overhead and profit for completed work only, and (3) after seven (7) days written notice to Contractor for Contractor's failure to perform in accordance with the terms of this Agreement and Contractor's failure to cure the non-compliance.

SECTION 10. WARRANTY. The Contractor warrants its work against defects in labor, materials or workmanship for a period of five (5) years from final acceptance by District. Any defects noted within this time period shall be timely corrected by Contractor at Contractor's expense. Contractor shall make the necessary corrections within ten (10) days of receipt of the written notice from District. Contractor shall assign any and all Manufacturer's warranties to District upon District's request and as necessary to make a claim on such warranty.

SECTION 11. INSURANCE. The Contractor shall maintain the following insurance coverages during the execution and performance of this Project:

- Comprehensive General Liability covering all operations, including legal liability and completed operations/products liability, with minimum limits of \$1,000,000 combined single limit occurrence;
- Comprehensive Automobile Liability Insurance covering owned, non-owned, or rented automotive equipment to be used in performance of the Work with minimum limits of \$1,000,000; and
- Workers compensation insurance in a form and in amounts prescribed by the laws of the State of Florida.

The District shall be named as the Insurance Certificate Holder and shall be an Additional Named Insured or an Additional Insured on all policies of liability insurance.

SECTION 12. CHANGES IN WORK.

A. District, without invalidating the Agreement, may order extra work or make changes by altering, adding to or deducting from the work, the Agreement sum being adjusted accordingly. All such work shall be executed under the conditions of the original Agreement.

Any claim for extension of time caused thereby shall be made in writing at the time such change is ordered.

B. All change orders and adjustments shall be in writing and approved in advance, prior to work commencing, by the District, otherwise, no claim for extras will be allowed.

C. Claim of payment for extra work shall be submitted by the Contractor upon certified statement supported by receipted bills. No claim for extra work shall be allowed unless same was ordered, in writing, as aforesaid and the claim presented at the time of the first estimate after the work is complete.

SECTION 13. REMEDY FOR DELAY.

A. In the event of any delay in the Project caused by any act or omission of the District, its agents or employees, by the act or omission of any other party other than the Contractor, its agents, employees or subcontractors, or delay caused by weather conditions or unavailability of materials, the sole remedy available to Contractor shall be by extension of the time allocated to complete the Project.

B. NO MONETARY DAMAGES SHALL BE CLAIMED BY OR AWARDED TO CONTRACTOR IN ASSOCIATION WITH ANY SUCH DELAY(s) IN THE PROJECT.

C. Failure on the part of Contractor to timely process a request for an extension of time to complete the work shall constitute a waiver by Contractor and Contractor shall be held responsible for completing the work within the time allocated by this Agreement.

D. All requests for extension of time to complete the work shall be made in writing to the District.

SECTION 14. NOTICES.

Whenever any party is required to give or deliver any notice to any other party, or desires to do so, such notices shall be sent by U.S. Certified Mail, Return Receipt Requested or Overnight Delivery by a recognized national overnight delivery service to:

DISTRICT: **Tison's Landing Community Development District**
c/o Governmental Management Services
475 West Town Place, Suite 114
St. Augustine, FL 32092
Attention: District Manager

With copy to: **District Counsel**
Billing, Cochran, Lyles, Mauro & Ramsey, P.A.
SunTrust Center, Sixth Floor
515 East Las Olas Boulevard
Fort Lauderdale, FL 33301
Attention: Dennis E. Lyles, Esq.

CONTRACTOR: Outdoor Lighting Solutions, LLC
1000 Riverside Avenue, Suite 400
Jacksonville, FL 32204
Attention: Manager

SECTION 15. INTERPRETATION OF AGREEMENT; AMBIGUITIES. It is expressly agreed that, under no circumstances, conditions or situations, shall this contract be more strongly construed against the District than against the Contractor. Any ambiguity or uncertainties in the specifications shall be interpreted and construed by the District, whose decision shall be final and binding upon all parties.

SECTION 16. ENTIRE AGREEMENT. This instrument shall constitute the final and complete expression of the agreement between the parties relating to the subject matter of this Agreement.

SECTION 17. AMENDMENT. Amendments to and waivers of the provisions contained in this Agreement may be made only by an instrument in writing, which is executed by both of the parties hereto.

SECTION 18. ASSIGNMENT. Neither the District nor the Contractor may assign their rights, duties, or obligations under this Agreement or any monies to become due hereunder without the prior written approval of the other.

SECTION 19. APPLICABLE LAW. This Agreement and the provisions contained herein shall be construed, interpreted and controlled according to the laws of the State of Florida.

SECTION 20. CONFLICTS. In the event of a conflict between any provision of this main Agreement instrument and the terms and conditions of Exhibit A, the provisions of this main Agreement shall control.

SECTION 21. ACCEPTANCE OF PROPOSAL. District's acceptance of the Contractor's Proposal set forth in Exhibit A is expressly contingent upon the parties executing this Agreement instrument in full and with the understanding by all parties that Contractor is being ordered to perform the services described in the Agreement.

SECTION 22. VENUE. In the event of any litigation arising out of this Agreement or the performance thereof, venue shall be Duval County, Florida.

SECTION 23. PUBLIC RECORDS.

A. Contractor shall, pursuant to and in accordance with Section 119.0701, Florida Statutes, comply with the public records laws of the State of Florida, and specifically shall:

1. Keep and maintain public records required by the District to perform the services or work set forth in this Agreement; and
2. Upon the request of the District's custodian of public records, provide the District with a copy of the requested records or allow the records to be inspected or copied within a reasonable time at a cost that does not exceed

the cost provided in Chapter 119, Florida Statutes, or as otherwise provided by law; and

3. Ensure that public records that are exempt or confidential and exempt from public records disclosure requirements are not disclosed except as authorized by law for the duration of the contract term and following completion of the Agreement if the Contractor does not transfer the records to the District; and
4. Upon completion of the Agreement, transfer, at no cost to the District, all public records in possession of the Contractor or keep and maintain public records required by the District to perform the service or work provided for in this Agreement. If the Contractor transfers all public records to the District upon completion of the Agreement, the Contractor shall destroy any duplicate public records that are exempt or confidential and exempt from public disclosure requirements. If the Contractor keeps and maintains public records upon completion of the Agreement, the Contractor shall meet all applicable requirements for retaining public records. All records stored electronically must be provided to the District, upon request from the District's custodian of public records, in a format that is compatible with the information technology systems of the District.

B. Contractor acknowledges that any requests to inspect or copy public records relating to this Agreement must be made directly to the District pursuant to Section 119.0701(3), Florida Statutes. If notified by the District of a public records request for records not in the possession of the District but in possession of the Contractor, the Contractor shall provide such records to the District or allow the records to be inspected or copied within a reasonable time. Contractor acknowledges that should Contractor fail to provide the public records to the District within a reasonable time, Contractor may be subject to penalties pursuant to Section 119.10, Florida Statutes.

C. IF THE CONTRACTOR HAS QUESTIONS REGARDING THE APPLICATION OF CHAPTER 119, FLORIDA STATUTES, TO THE CONTRACTOR'S DUTY TO PROVIDE PUBLIC RECORDS RELATING TO THIS AGREEMENT/CONTRACT, THE CONTRACTOR MAY CONTACT THE CUSTODIAN OF PUBLIC RECORDS FOR THE DISTRICT AT:

**GOVERNMENTAL MANAGEMENT SERVICES
475 WEST TOWN PLACE, SUITE 114
ST. AUGUSTINE, FL 32092
EMAIL: DNDENAGY@GMSNF.COM
904 954-5850 Ext. 404**

IN WITNESS WHEREOF, the parties hereto have signed this Agreement on the day and year first written above.

ATTEST

By: _____

Print Name: _____

Office: _____

_____ day of _____, 2018

DISTRICT

**TISON'S LANDING COMMUNITY
DEVELOPMENT DISTRICT**

By: _____

Print Name: _____

Office: _____

_____ day of _____, 2018

[THE REMAINDER OF THIS PAGE INTENTIONALLY LEFT BLANK]

WITNESSES:

CONTRACTOR:

**OUTDOOR LIGHTING SOLUTIONS,
LLC, a Florida limited liability company**

[PRINT NAME OF WITNESS]

By: Sean Hugan SA

Title: General Manager

[PRINT NAME OF WITNESS]

30th day of July, 2018

STATE OF FLORIDA)
) ss:
COUNTY OF _____)

I HEREBY CERTIFY that on this day, before me, an officer duly authorized in the State aforesaid and in the County aforesaid to take acknowledgments, the foregoing Agreement was acknowledged before me by _____, the _____ of Outdoor Lighting Solutions, a Florida limited liability company, freely and voluntarily under authority duly vested in him/her by said corporation. He/she is personally known to me _____ or who has produced _____ as identification.

WITNESS my hand and official seal in the County and State last aforesaid this ____ day of _____, 2018.

Notary Public

EXHIBIT A



Estimate #: 90989
Created: 5/14/18

NiteLites of NE Florida
134 Poole Boulevard St. Augustine FL 32095
904-779-9020
Rep: Sean Hogan

Hall, Chris
16529 Tisons Bluff
Road
Jacksonville FL 32218
3526819874
chall@rmsnf.com

Project	Terms	Install Date
Front and back entrance medians	Due on receipt	

Product	Description	Spec	Price	Quantity	Total
NITE-124A	Commercial Stake	Link	\$65.00	15.00	\$975.00
NITE-004	Spot Light - Aged Brass	Link	\$165.00	13.00	\$2,145.00
NITE-429BR7W60	7W MR-16 COB Warm White, Bright LED in 60° lens		\$45.00	13.00	\$585.00
NITE-009STEM LED	18 Stem for IPS with New 3.6W LED Design Included - Aged Brass		\$160.00	2.00	\$320.00
NITE-009 TIER	Tier Design Hat Only for IPS - Aged Brass	Link	\$75.00	2.00	\$150.00
NITE-614	300 Watt Stainless Steel Transformer	Link	\$400.00	2.00	\$800.00
NITE-209	Digital Astro Timer		\$65.00	2.00	\$130.00
AL	Additional Labor- Billed \$95.00 per 30 Minutes		\$95.00	1.00	\$95.00
SOP	Bore under roadway from entry sign and add outlet. 1" conduit to be ran under each entrance (2 total).		\$1,829.00	2.00	\$3,658.00
NITE-800	Covers Labor, Cable, Wire Connection and all other misc. parts per transformer		\$1,125.00	1.00	\$1,125.00

NOTES:		
	Subtotal:	\$9,983.00
	Tax:	\$0.00
	Total	\$9,983.00