

# Lakeshore Ranch Community Development District

Ronald Mitchell, Chairperson
Christine Thomas, Vice Chairperson
Larry Dobbs, Assistant Secretary
Shawn McCaig, Assistant Secretary
Raymond Lotito, Assistant Secretary

September 9, 2025

# **AGENDA**

#### Lakeshore Ranch Community Development District AGENDA

Seat 4: Ronald Mitchell - C	
Seat 2: Christine Thomas - VC	
Seat 5: Larry Dobbs - AS	
Seat 1: Shawn McCaig - AS	
Seat 3: Raymond Lotito - AS	

Tuesday September 9, 2025 6:30 p.m. Lakeshore Ranch Clubhouse 19730 Sundance Lake Blvd. Land O'Lakes, FL 34638

Zoom Link: <a href="https://us06web.zoom.us/j/86201704147">https://us06web.zoom.us/j/86201704147</a>

Meeting ID:862 0170 4147 Passcode: ZWFj4P

Zoom Phone #: 929-205-6099

#### **Board of Supervisors Meeting**

- I. Call to Order/Roll Call
- II. Pledge of Allegiance
- III. Audience Comments (Audience Comments Limited to 3 Minutes per Person)
- IV. Vendor Reports
  - A. Field Service Report Conducted by Kai on August 21, 2025
  - B. Field Operations Manager Report GMS
  - C. Aquatic Monthly Report
  - D. Landscape Maintenance Monthly Report (to be provided under separate cover)
    - 1. Consideration of Proposal for Irrigation Wire Replacement & Installation \$4,275.04
    - 2. Consideration of Proposal to Replace the Tennis Court Pump \$3,446.65
- V. Business Items:
  - A. Ratification of Agreement with GMS-Tampa, LLC to Provide District Management & Field Management Services
  - B. Ratification of Agreement with GMS-Tampa, LLC to Provide Amenity Management Services
  - C. Consideration of Resolutions for District Management Services
    - 1. Resolution 2025-12 Appointing & Removing Officers of the District
    - 2. Resolution 2025-13 Establishing Bank Account & Designating Signatories
    - 3. Resolution 2025-14 Redesignating the Primary Administrative Office & Principal Headquarters & Designating a Local Records Office
- VI. Staff Reports
  - A. District Engineer
  - B. District Counsel

- C. Clubhouse & Amenity Manager
  - 1. Debit Card Report
- VII. Business Administration
  - A. Minutes of August 12, 2025 Meeting
  - B. June & July 2025 Financial Statements (to be provided under separate cover)
- VIII. Audience Comments (Audience Comments Limited to 3 Minutes per Person)
- IX. Supervisor Requests
- X. Next Board Meeting is Scheduled for **Tuesday, October 14, 2025** at 6:30 p.m. at Lakeshore Ranch Clubhouse, 19730 Sundance Lake Blvd., Land O'Lakes, FL 34638
- XI. Adjournment

Meetings are open to the public and may be continued to a time, date and place certain. For more information regarding this CDD please visit the website: http://https://www.lakeshoreranch.net

# SECTION IV Subsection A



### **Lakeshore Ranch CDD**

Jerry Edwards Complete

Score	21 / 24 (87.5%)	Flagged items	0	Actions	0
Conducted on					21 Aug 2025 16:42 EDT
Community					Lakeshore Ranch (CDD)
Prepared by					Jerry Edwards
Location					Sundance Lake Blvd Land O Lakes FL 34638 United States (28.285268521878002, -82.48702112345858)

Retentions 15 / 18 (83.33%)

Retentions 1 2 / 3 (66.67%)

#### Retentions

Fair











Photo 1

Photo 2

Photo 3

Photo 4

Photo 5

#### **Pond Location**

19008 Falcon Crest Blvd Land O Lakes FL 34638 United States (28.28418170159995, -82.50111272672159)

Pond needs attention

Retentions 2 2 / 3 (66.67%)

#### Retentions

Fair









Photo 6

Photo 7

Photo 8

Photo 9

**United States** (28.280734429538104. -82.50009356318456)

Retentions 3 2 / 3 (66.67%)

#### **Retentions**



Fair



Photo 11









Photo 10



Photo 17

Photo 18

Photo 19

#### **Pond Location**

8247 Eagle Brook Dr Land O Lakes FL 34638 **United States** (28.278139815013613, -82.49935395606806)

#### Retentions 4

3 / 3 (100%)

Good

#### Retentions













Photo 20

Photo 21

Photo 22

Photo 23

Photo 24

Photo 25

#### **Pond Location**

Land O Lakes FL 34638 **United States** (28.284965136247656, -82.50068242737844)

19009 Falcon Crest Blvd

#### Retentions 5

3 / 3 (100%)

Good

#### Retentions













Photo 26

Photo 27

Photo 28

Photo 29

Photo 30 Photo 31

**Pond Location** 

8726 Crystal Creek Ct Land O Lakes FL 34638 **United States** (28.285478734271802, -82.49806712740475)

#### Retentions 6 3 / 3 (100%)

#### **Retentions**







Photo 33



Photo 34



Photo 35



Photo 36



Good







Photo 39

#### **Pond Location**

19055 Lone Creek Ct Land O Lakes FL 34638 **United States** (28.28591630214485, -82.50005550656577)

Out of the six ponds identified and inspected arranged from fair to good considering the heat wave we have been under here in Florida lately very minimal algae

Landscaping (Common Ground within gates)

3 / 3 (100%)

#### Landscaping

Good

Property is in good condition. Turf is a good color of green. Plants are vibrant and healthy. Trees are healthy and lifted overall condition of property above moderate.



Photo 40



Photo 41



Photo 42



Photo 43



Photo 44



Photo 45



Photo 46



Photo 47



Photo 48



Photo 49



Photo 50



Photo 51



Photo 52



Photo 53





Photo 55



Photo 56



Photo 57



Photo 58



Photo 59



Photo 60



Photo 61



Photo 62



Photo 63



Photo 64



Photo 65



Photo 66



Photo 67



Photo 68



Photo 69





Photo 71

Signage 3 / 3 (100%)

#### **Community Signage**

Good

Signs throughout the community seem to be in good condition and in proper placement!



Photo 72



Photo 73



Photo 74



Photo 75



Photo 76



Photo 77



Photo 78



Photo 79



Photo 80



Photo 81



Photo 82



Photo 83

Sign Off



Jerry Edwards 21 Aug 2025 17:32 EDT

#### Media summary



Photo 1



Photo 3



Photo 5



Photo 2



Photo 4



Photo 6



Photo 7



Photo 9



Photo 11



Photo 13



Photo 8



Photo 10



Photo 12



Photo 14



Photo 15



Photo 17



Photo 19



Photo 21



Photo 16



Photo 18



Photo 20



Photo 22



Photo 23



Photo 25



Photo 27



Photo 29



Photo 24



Photo 26



Photo 28



Photo 30



Photo 31



Photo 33



Photo 35

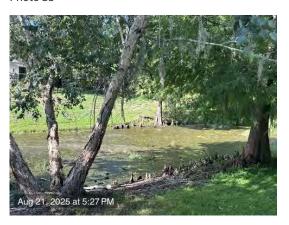


Photo 37



Photo 32



Photo 34



Photo 36



Photo 38



Photo 39



Photo 41



Photo 43



Photo 45



Photo 40



Photo 42



Photo 44



Photo 46



Photo 47



Photo 49



Photo 51



Photo 53



Photo 48



Photo 50



Photo 52



Photo 54



Photo 55

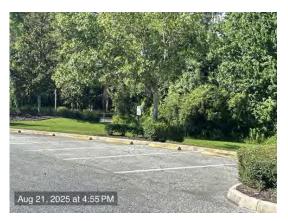


Photo 57



Photo 59



Photo 61



Photo 56



Photo 58



Photo 60



Photo 62



Photo 63



Photo 65



Photo 67



Photo 69



Photo 64



Photo 66



Photo 68



Photo 70



Photo 71



Photo 73



Photo 75



Photo 77



Photo 72



Photo 74



Photo 76



Photo 78



Photo 79



Photo 81



Photo 83



Photo 80



Photo 82

# SECTION IV Subsection B



### Site Report

18413342928

Reference Number: 20250903-18413342928	Form Name: Site Report			
Submitter Name:  Matthew Azriel   mazriel@gms-tampa.com	Date Sent on Device: Sep 3, 2025 10:53:39 AM EDT			
Location: 19730 Sundance Lake Blvd, Land O' Lakes, FL 34638, USA Sep 3, 2025 10:52:07 AM EDT [ View Map ]				

## **Site Report Items**

#### District Status Review

**District** LAKESHORE RANCH CDD

Site Inspected By

Matt Azriel

#### Issue Details

ISSUE DETAILS 1 OF 17

#### Issue Details

**Date / Time** Sep 3, 2025 9:06:00 AM EDT

**Assignment** Landscaper

GeoLocation 8703 Land O' Lakes Blvd, Land O' Lakes, FL

34638, USA

latitude: 28.285359622429528 altitude: 25.457342

longitude: -82.4870723705997 [ viewMap ]

**Action Item Picture** 











**Action Item Description** 

The front entrance to Lakeshore Ranch appears to be in overall good condition. Minor touch-ups may be needed on some trees and bushes, but the area is generally well-maintained at this time. It was also noted that the front fountain was not operating at the time of the inspection..

No

## **Request Vendor Proposal**

ISSUE DETAILS 2 OF 17

#### Issue Details

Date / Time

Sep 3, 2025 9:13:00 AM EDT

Site Report PAGE 2 OF 17

#### Assignment

#### GeoLocation

#### Landscaper

19730 Sundance Lake Blvd, Land O' Lakes, FL

34638, USA

latitude: 28.28329423109527 altitude: 24.697449 longitude: -82.48876564528096 [ viewMap ]

#### **Action Item Picture**









Site Report PAGE 3 OF 17



**Action Item Description** 

The landscaping around the main clubhouse area is currently adequate, though there is room for improvement. There are several dead or leaning trees near the maintenance side entrance to the pool that should be addressed. Overall, the landscaping is acceptable, but a cleanup would enhance the appearance. We will coordinate with the landscape vendor to improve the area surrounding the clubhouse.

No

#### **Request Vendor Proposal**

ISSUE DETAILS 3 OF 17

#### Issue Details

Date / Time

Assignment

GeoLocation

Sep 3, 2025 9:20:00 AM EDT

Landscaper

8718 Preston Woods Ct, Land O' Lakes, FL 34638,

USA

latitude: 28.284381739103594 altitude: 23.46726 longitude: -82.48982815003832 [ viewMap ]

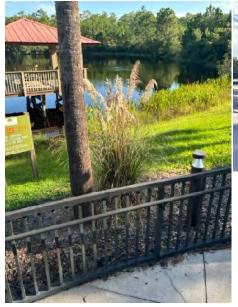
#### **Action Item Picture**







Site Report PAGE 4 OF 17







**Action Item Description** 

The landscaping around the amphitheater and playground area is currently adequate. Minor touchups are needed along the grass, and some weed growth is present. However, overall, the area appears to be maintained satisfactorily at this time. No

#### **Request Vendor Proposal**

ISSUE DETAILS 4 OF 17

#### Issue Details

Date / Time

Assignment

GeoLocation

Sep 3, 2025 9:27:00 AM EDT

Aquatics Vendor

19602 Sundance Lake Blvd, Land O' Lakes, FL

34638, USA

latitude: 28.283977923009807 altitude: 26.385345 longitude: -82.49208172790938 [ viewMap ]

#### **Action Item Picture**







Site Report PAGE 5 OF 17







#### **Action Item Description**

#### **Request Vendor Proposal**

The area along the main road of Sundance appears to be well-maintained. The ponds are in good condition, and the grass is neatly cut. While some landscaping touch-ups could enhance the appearance, the overall aesthetic is pleasing.

ISSUE DETAILS 5 OF 17

#### Issue Details

Date / Time

**Assignment** 

GeoLocation

**Action Item Picture** 

Sep 3, 2025 9:44:00 AM EDT

Landscaper

19617 Sunset Bay Dr, Land O' Lakes, FL 34638,

USA

latitude: 28.28363991537237 altitude: 23.979172

longitude: -82.49238407679368 [ viewMap ]



One tree along Sundance, located outside of the pond area, is showing signs of decline. We will coordinate a ride-along with the landscaper to inspect this tree and assess the condition of others in the area.

No

**Action Item Description** 

**Request Vendor Proposal** 

Site Report PAGE 6 OF 17

ISSUE DETAILS 6 OF 17

#### Issue Details

Date / Time

Assignment

GeoLocation

Sep 3, 2025 9:46:00 AM EDT

Aquatics Vendor

19359 Falcon Crest Blvd, Land O' Lakes, FL 34638,

USA

latitude: 28.283854617310233 altitude: 23.148983 longitude: -82.49456129583776 [ viewMap ]

#### **Action Item Picture**





**Action Item Description** 

Just after exiting the first roundabout onto Falcon Crest Boulevard, the overall landscaping needs some improvement. The bushes at the entrance to Falcon Crest Boulevard are showing signs of deterioration. We will meet with the landscaper to evaluate their condition. The pond at the corner of Falcon Crest Boulevard is in good condition, though there are minor signs of floating algae.

Site Report PAGE 7 OF 17

**2**0

#### **Request Vendor Proposal**

No

ISSUE DETAILS 7 OF 17

#### Issue Details

**Date / Time** Sep 3, 2025 9:52:00 AM EDT

**Assignment** Aquatics Vendor

GeoLocation 8639 Eagle Brook Dr, Land O' Lakes, FL 34638,

USA

latitude: 28.283770871341556 altitude: 27.120651 longitude: -82.50092575722638 [ <u>viewMap</u> ]

#### **Action Item Picture**







#### **Action Item Description**

**Request Vendor Proposal** 

The pond located behind Eagle Brook Drive and Falcon Crest appears to be well-maintained. No action is needed at this time.

No

ISSUE DETAILS 8 OF 17

#### Issue Details

**Date / Time** Sep 3, 2025 10:01:00 AM EDT

**Assignment** Landscaper

GeoLocation 19354 Sunset Bay Dr, Land O' Lakes, FL 34638,

USA

latitude: 28.281177694911722 altitude: 26.171305 longitude: -82.49542267367792 [ viewMap ]

**Action Item Picture** 

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**Action Item Description** 

At the intersection of Sunset Bay Drive and Watercolor Drive, the landscaping is currently adequate but could benefit from some touch-ups. The palms need trimming, and the bushes along the wall could also use attention. Coordinating with the landscapers to assess the condition of the turf along the sidewalk.

No

**Request Vendor Proposal** 

ISSUE DETAILS 9 OF 17

#### Issue Details

Date / Time

Assignment

GeoLocation

Sep 3, 2025 10:10:00 AM EDT

Landscaper

19341 Red Sky Ct, Land O' Lakes, FL 34638, USA

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latitude: 28.280545244115913 altitude: 26.642593 longitude: -82.4953156840164 [ viewMap ]

#### **Action Item Picture**









**Action Item Description** 

At the intersection of Watercolor Drive and Red Sky Court, the landscaping is adequate overall. Minor maintenance is needed around the ponds and trimming of bushes. The turf appears to be in good condition, and the mulch is also well-maintained.

Request Vendor Proposal

ISSUE DETAILS 10 OF 17

No

#### Issue Details

Date / Time

**Assignment** 

 ${\bf GeoLocation}$ 

Sep 3, 2025 10:12:00 AM EDT

Aquatics Vendor

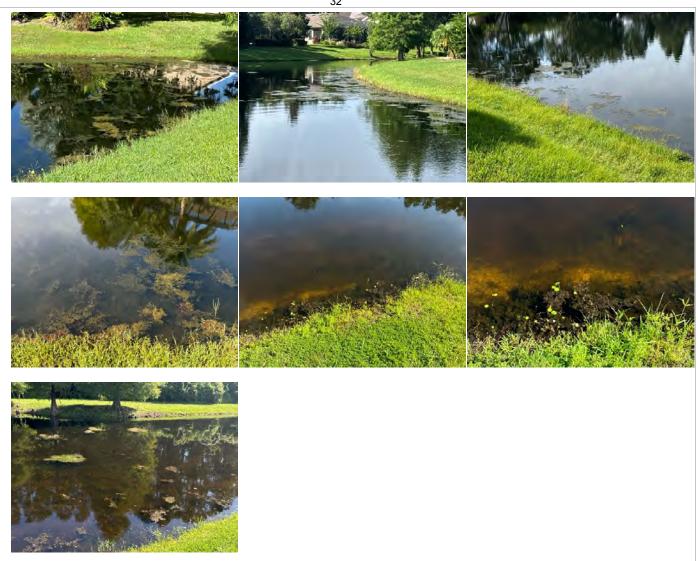
19442 Autumn Chase Ct, Land O' Lakes, FL 34638,

USA

latitude: 28.27945080091682 altitude: 26.379967 longitude: -82.49398030299047 [ viewMap ]

**Action Item Picture** 

Site Report PAGE 10 OF 17



#### **Action Item Description**

**Request Vendor Proposal** 

Signs of filamentous algae is present in both ponds at the intersection of Watercolor Drive and Autumn Chase Court. Recommend scheduling a ride-along with the aquatic vendor to inspect the ponds and develop an action plan.

No

ISSUE DETAILS 11 OF 17

#### Issue Details

Date / Time

Assignment

GeoLocation

Sep 3, 2025 10:16:00 AM EDT

Aquatics Vendor

19511 Hayden Lake Ct, Land O' Lakes, FL 34638,

USA

latitude: 28.27889208778762 altitude: 27.695156 longitude: -82.49231147628844 [ viewMap ]

**Action Item Picture** 

Site Report PAGE 11 OF 17











**Action Item Description** 

At the corner of Watercolor Drive and Post Island Loop, the pond appears to be in adequate condition, with minor treatment potentially needed. Overall, the landscaping and pond are in

satisfactory condition.

**Request Vendor Proposal** 

12 OF 17

#### Issue Details

**ISSUE DETAILS** 

Date / Time

Assignment

GeoLocation

Sep 3, 2025 10:19:00 AM EDT

Landscaper

19540 Post Island Loop, Land O' Lakes, FL 34638,

USA

latitude: 28.27866252622239 altitude: 26.744717 longitude: -82.49165547151219 [ <u>viewMap</u> ]

#### **Action Item Picture**







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#### **Action Item Description**

The landscaping at the roundabout of Watercolor Drive and Hidden Glen Drive is in good condition. Minor maintenance may be needed, but overall, the area is aesthetically pleasing.

No

#### **Request Vendor Proposal**

ISSUE DETAILS 13 OF 17

#### Issue Details

Date / Time

Assignment

**GeoLocation** 

Sep 3, 2025 10:22:00 AM EDT

Landscaper

19812 Lonesome Pine Dr, Land O' Lakes, FL

34638, USA

latitude: 28.27565846501689 altitude: 22.054688 longitude: -82.48791265309089 [ viewMap ]

#### **Action Item Picture**





#### **Action Item Description**

Overall, the landscaping along Lonesome Pine Drive is adequate. Touch-ups are needed along the sidewalks, as some trees and bushes are overhanging into the walkways. Minor maintenance is recommended to improve accessibility and appearance.

#### **Request Vendor Proposal**

No

ISSUE DETAILS 14 OF 17

#### Issue Details

Date / Time

Sep 3, 2025 10:27:00 AM EDT

**Assignment** Aquatics Vendor

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#### GeoLocation

19925 Lonesome Pine Dr, Land O' Lakes, FL

34638, USA latitude: 28.274907994467874 altitude: 23.325933

longitude: -82.48610108127127 [ viewMap ]

#### **Action Item Picture**











#### **Action Item Description**

The ponds behind Lonesome Pine Drive at the end of the cul-de-sac show signs of minor filamentous algae. Overall, the ponds appear to be well-maintained. Recommend including them in the

#### **Request Vendor Proposal**

upcoming aquatics ride-along for inspection.

No

**ISSUE DETAILS** 15 OF 17

#### Issue Details

Date / Time

Assignment **GeoLocation**  Sep 3, 2025 10:30:00 AM EDT

Aquatics Vendor

19544 Lonesome Pine Dr, Land O' Lakes, FL

34638, USA

latitude: 28.274436478412348 altitude: 24.007978

longitude: -82.49251479632584 [ <u>viewMap</u> ]

**Action Item Picture** 

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#### **Action Item Description**

The small retention pond at the end of Watercolor Drive is in good condition, with no signs of abnormalities. Minor landscaping touch-ups are needed, but overall, the area is satisfactory.

#### **Request Vendor Proposal**

ISSUE DETAILS 16 OF 17

No

#### Issue Details

Date / Time

Assignment

GeoLocation

Sep 3, 2025 10:34:00 AM EDT

Aquatics Vendor

8806 Crystal Creek Ct, Land O' Lakes, FL 34638,

USA

latitude: 28.286347469954286 altitude: 25.448826 longitude: -82.49915816884219 [ <u>viewMap</u> ]

#### **Action Item Picture**



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#### **Action Item Description**

Both ponds on either side of Crystal Creek Court appear to be maintained, with minor vegetation growth along the water's edges. Coordinating with the aquatic vendor for treatment. Additionally, signs of planktonic algae were observed in the pond behind 8817 Crystal Creek Drive.

#### **Request Vendor Proposal**

No

ISSUE DETAILS 17 OF 17

#### Issue Details

Date / Time

Assignment

GeoLocation

**Action Item Picture** 

**Action Item Description** 

Sep 3, 2025 10:43:00 AM EDT

RECAP

19730 Sundance Lake Blvd, Land O' Lakes, FL

34638, USA

latitude: 28.28351503696195 altitude: 24.02549 longitude: -82.48877036461299 [ viewMap ]



Overall, the site is in good condition, with only minor maintenance touch-ups needed from the landscapers and aquatic vendors. I recommend the Tampa maintenance team address some minor issues with street signage, as several street signs are leaning off the stop signs. This is a small maintenance task. Overall, the property is well-maintained and in good shape.

Landscaper- set up ride along, go over mowing schedule and other detailing items. Regular ride throughs to occur.

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Aquatics – set up a ride along to go over all per and plan of action to address any items needed No	onds d.
Request Vendor Proposal No	

Site Report PAGE 17 OF 17

# SECTION IV Subsection C





## Lakeshore Ranch CDD Aquatics

#### **Inspection Date:**

8/29/2025 9:58 AM

#### Prepared by:

Matt Goldrick

Account Manager

STEADFAST OFFICE: WWW.STEADFASTENV.COM 813-836-7940

#### **SITE:** 14

Condition: Excellent <a href="Good Poor Mixed Condition Improving">Great</a> Good Poor Mixed Condition Improving





#### Comments:

Mild shoreline grasses. Technicians will continue regular treatments throughout growing season.

No algae growth observed.

WATER: X Clear Turbid Tannic

ALGAE: X N/A Subsurface Filamentous Surface Filamentous
Planktonic Cyanobacteria

GRASSES: N/A X Minimal Moderate Substantial

**NUISANCE SPECIES OBSERVED:** 

★Torpedo Grass Pennywort Babytears Chara

Hydrilla Slender Spikerush Other:

#### **SITE:** 15

Condition: Excellent Great √Good Poor Mixed Condition Improving





#### Comments:

The coloration of the SRA indicates either a planktonic algae bloom, or suspended sediment. A closer inspection did not clarify what it was. This SRA will be treated for algae next visit in case the former is happening.

Shoreline grasses will also be addressed.

**X** Clear Turbid WATER: Tannic ALGAE: Surface Filamentous Subsurface Filamentous × Planktonic Cyanobacteria **GRASSES:** N/A X Minimal Moderate Substantial **NUISANCE SPECIES OBSERVED: X**Torpedo Grass Pennywort X Babytears Chara Hydrilla Slender Spikerush Other:

#### **SITE:** 16

Condition: **Mixed Condition** Excellent Great √Good Poor **Improving** 





#### Comments:

Submerged vegetation present. The size of this SRA will make an upcoming treatment easier and more effective.

No algae growth observed.

WATER: X Clear Turbid Tannic ALGAE:  $\mathbf{X}$  N/A Subsurface Filamentous Surface Filamentous Planktonic Cyanobacteria **GRASSES:** N/A X Minimal Moderate Substantial

**NUISANCE SPECIES OBSERVED:** 

Chara **X**Torpedo Grass Pennywort X Babytears Hydrilla Slender Spikerush Other:

**SITE:** 19

Condition: Excellent **Mixed Condition** Great ✓Good Poor **Improving** 





#### Comments:

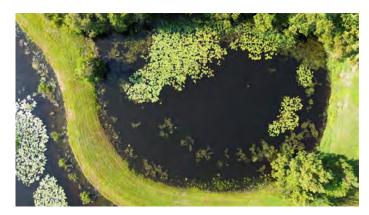
Filamentous algae is clinging to beneficial plants. Typical algaecide treatments will target the algae with little to no harmful effects on the plants.

Any nuisance grasses will be addressed during that treatment.

**X** Clear Turbid WATER: Tannic N/A Subsurface Filamentous X Surface Filamentous ALGAE: Planktonic Cyanobacteria **GRASSES:** N/A X Minimal Moderate Substantial **NUISANCE SPECIES OBSERVED: X**Torpedo Grass Pennywort Babytears Chara Hydrilla XSlender Spikerush Other:

#### **SITE:** 20

Condition: Excellent Great √Good Poor Mixed Condition Improving





#### Comments:

This SRA has similar growth to SRA 19 and will have similar treatments applied.

WATER: ★ Clear Turbid Tannic

ALGAE: ★ N/A Subsurface Filamentous ★ Surface Filamentous

Planktonic Cyanobacteria

GRASSES: N/A X Minimal Moderate Substantial

**NUISANCE SPECIES OBSERVED:** 

▼Torpedo Grass Pennywort Babytears Chara

Hydrilla **★**Slender Spikerush Other:

#### **SITE:** 21

Condition: Excellent Great <a href="Good Poor Mixed Condition Improving">Good Poor Mixed Condition Improving</a>





#### Comments:

This SRA has similar growth to SRAs 19 and 20 and will have similar treatments applied.

**X** Clear Turbid WATER: Tannic ALGAE: N/A Subsurface Filamentous X Surface Filamentous Planktonic Cyanobacteria **GRASSES:** N/A X Minimal Moderate Substantial **NUISANCE SPECIES OBSERVED:** ★Torpedo Grass Pennywort Babytears Chara Hydrilla XSlender Spikerush Other:

#### **SITE: 22**

Condition: Excellent Poor **Mixed Condition Improving** √Great Good





#### Comments:

Small patches of filamentous algae present. These will be treated next visit. Nuisance grasses will also be addressed at that time.

WATER: X Clear Turbid Tannic ALGAE: N/A Subsurface Filamentous X Surface Filamentous Planktonic Cyanobacteria **GRASSES:** N/A X Minimal Moderate Substantial

**NUISANCE SPECIES OBSERVED:** 

**X**Torpedo Grass Chara Pennywort Babytears Hydrilla Slender Spikerush Other:

#### **SITE:** 23

Condition: Excellent Great ✓Good **Mixed Condition** Poor **Improving** 





#### Comments:

Nuisance grasses are growing behind beneficial plants. Carefully targeted treatments will be done as to not harm the beneficials. No algae growth observed.

Turbid **X** Clear Tannic WATER: ALGAE:  $\mathbf{X}$  N/A Subsurface Filamentous Surface Filamentous Planktonic Cyanobacteria **GRASSES:** N/A X Minimal Moderate Substantial **NUISANCE SPECIES OBSERVED:** 

Torpedo Grass XPennywort Babytears Hydrilla Slender Spikerush Other:

Chara

#### **SITE: 24**

Condition: Excellent Great Good \( \sqrt{Poor} \) Mixed Condition Improving





#### Comments:

It appears this SRA

was dry and overgrown, then recently started holding water. Technicians have been applying heavy herbicide treatments to begin cutting down the overgrowth. No algae growth observed.

WATER: X Clear Turbid Tannic

ALGAE: X N/A Subsurface Filamentous Surface Filamentous

Planktonic Cyanobacteria
Minimal Moderate Substantial

GRASSES: N/A Minimal Moderate NUISANCE SPECIES OBSERVED:

**X**Torpedo Grass Pennywort Babytears Chara

Hydrilla Slender Spikerush Other:

#### **SITE:** 25

Condition: Excellent \( \sqrt{Great} \) Good Poor Mixed Condition \( \sqrt{Improving} \)





#### Comments:

Great reduction in algae coverage since last week's treatments. Applications like those will continue periodically now that we confirmed they produce good results. Shoreline grasses will continue to be treated.

WATER: ★ Clear Turbid Tannic
ALGAE: N/A Subsurface Filamentous ★ Surface Filamentous
Planktonic Cyanobacteria
GRASSES: N/A ★ Minimal Moderate Substantial
NUISANCE SPECIES OBSERVED:

Chara

★Torpedo Grass Pennywort Babytears
Hydrilla Slender Spikerush Other:

#### **MANAGEMENT SUMMARY**













With increased rainfall, the water levels of retention SRAs have increased. Higher rainfall and water levels can aid in improving aesthetics of the SRAs as fresh rainwater pushes out stagnant water into wetlands. A continued occurrence to be mindful of is the compounds that runoff water entering the SRAs contains fertilizers and organic debris. These are primarily composed of nitrogen and phosphorus, both nutrients that largely contribute to algal growth, and their influx can provide the needed ingredients for a bloom. In periods between rains, hot daytime temperatures and high humidity continue, treating a perfect storm for rapid algae takeover.

Full spectrum Copper Sulfate treatments continue to combat these seasonal algal blooms, and have most likely prevented the worst of them. In SRAs whose construction lends to backflow and high nutrient retention, or those adjacent to greenery, this will be a constant battle against the algal growth until fresh rains once again bring relief, or until we see a reduction in growth rates during the onset of Fall, where many nutrients will have time to settle on the bottom and get locked away.

On this visit, most SRAs noted were in good or better condition. Algae was only present in a few SRAs. The rain has tremendously helped clear out algae in several SRAs, only those few have some remaining which will be addressed. Nuisance grasses were present along some of the banks as well. Our technicians will continue to monitor closely and target the existing, as well as any new growth that pops up, with the goal of diminishing it as much as possible.

Another thing to note; With high rain volumes it is more common for debris items to wash into the SRAs, and so technicians are on alert.

#### **RECOMMENDATIONS**

Continue to treat SRAs for algae, administer follow-ups to SRAs experiencing extended decay times. Administer treatments to any nuisance grasses growing along exposed shorelines and within beneficial plants.

Continue to apply treatment to overgrown littoral areas.

Avoid over treating SRAs, to prevent fish kills or toxic blooms.

Stay alert for debris items that find their way to the SRA's shore.

Thank you for choosing Steadfast Environmental!

Excellent – The SRA is in optimal condition with no visible issues; no improvement needed at this time.

Great – The SRA is in strong overall health, with only minor, isolated concerns that do not currently impact function or appearance.

Good – The SRA is generally healthy but displays multiple minor issues that may require continued monitoring or treatment.

Poor – The SRA is impacted by significant algae, weeds, or submerged vegetation overgrowth, or contains excessive debris/trash.

Improving – Recent treatments or clean-up efforts are showing measurable success; signs of overgrowth or debris are visibly reduced.

Mixed Condition – The SRA displays both healthy and problematic areas, with inconsistencies across the site.

### MAINTENANCE AREA



# Lakeshore Ranch CDD

Sundance Lake Blvd, Land O' Lakes, FL

Gate Code:



# SECTION IV Subsection D – 1



Proposal #404

Date: 8/19/2025

#### Customer:

Andy Mendenhall Kai Community Management 2502 N Rocky Point Dr Ste 1000 Tampa, FL 33607

#### Property:

Lakeshore Ranch CDD 19730 Sundance Lake Blvd C/o Kai Community Manager Land O' Lakes, FL 34638

#### Replace Wire Path with new Hunter 2-Wire

#### Scope of Work: Wire Replacement and Installation - Starting at zone 44

We will begin replacing the existing communication wire, which is currently stretched and compromised in several areas, resulting in intermittent communication from Zones 44 through 69.

#### Work Plan:

#### 1. Starting Point – Zone 44:

Work will commence at Zone 44, where the new Hunter 2-wire path will be established.

#### 2. Route - Watercolor Drive:

From Zone 44, the new wire will run parallel along Watercolor Drive toward Sunset Bay Drive, terminating at the splice box.

#### 3. Crossing Watercolor Drive:

At the splice box near Sunset Bay Drive, we will dig along both sides of Watercolor Drive to locate the existing sleeve and then install the new Hunter 2-wire.

#### 4. Installation:

Upon locating the sleeve, new Hunter 2-wire will be installed under Watercolor Drive to ensure a protected and continuous connection to the remaining zones.

This replacement aims to restore reliable communication across all affected zones (44–69) and future-proof the system with new, high-quality 2-wire infrastructure.

#### Replace Wire Path

#### IRR - Update/Install

#### Items

Labor - Irrigation 3
10" Round Valve Box\*
Hunter 2-Wire\*
DBRY - Wire Nut
Excavator Rental
1" Sweep
1" Rigid 1-Hole Conduit Strap

Proposal # 404 Lakeshore Ranch CDD August 19, 2025

1" Conduit 10ft

IRR - Update/Install: \$4,275.04

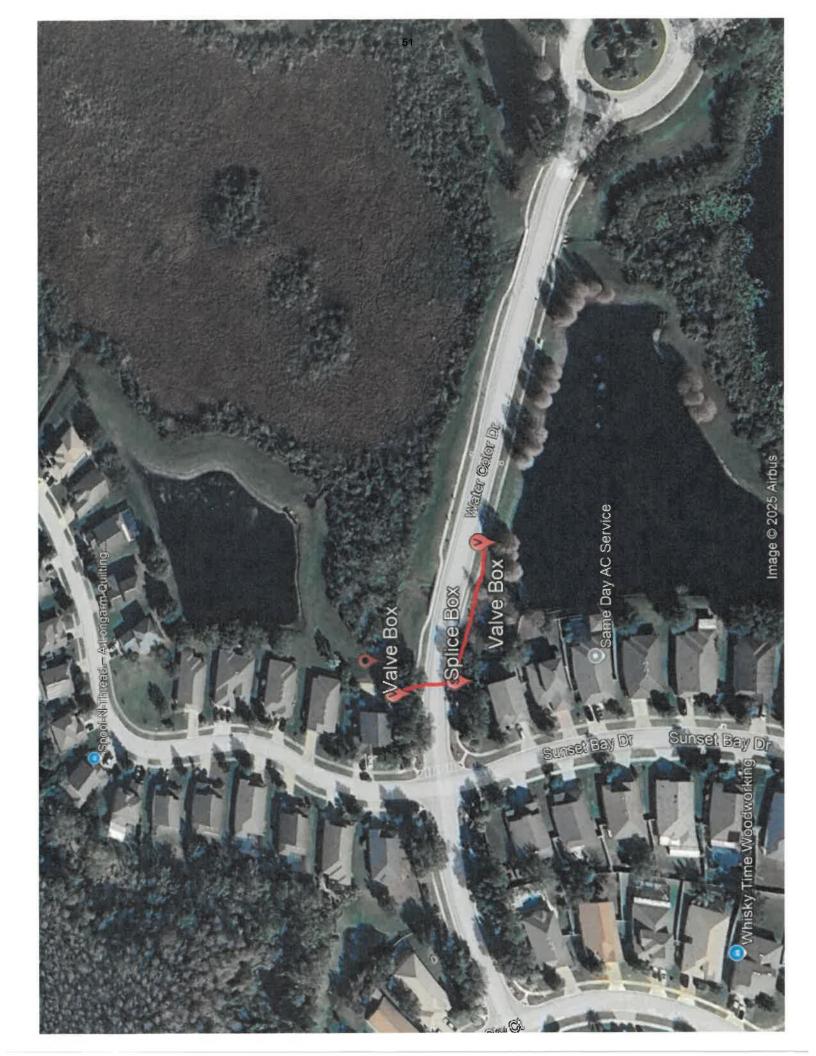
Total

#### **Terms & Conditions**

- Manufacturer's Warranty: Most irrigation components installed by the Contractor are covered
  by the manufacturer's warranty only. The Contractor does not provide any additional warranties
  on irrigation parts beyond what is offered by the manufacturer. Labor associated with irrigation
  repairs or part replacements is not covered under warranty.
- Force Majeure / Acts of God: The contractor shall not be held liable for any delays, damages, or failures to perform resulting from events beyond reasonable control, including but not limited to acts of God, natural disasters, extreme weather conditions, or other unforeseen occurrences

Ву		Ву	
	Matthew Olson		
Date	8/19/2025	Date	
	RedTree Landscape Systems LLC	Lakeshore Ranch	CDD

\$4,275.04



# SECTION IV Subsection D – 2



Proposal #405

Date: 8/20/2025

#### Customer:

Andy Mendenhall Kai Community Management 2502 N Rocky Point Dr Ste 1000 Tampa, FL 33607

#### Property:

Lakeshore Ranch CDD 19730 Sundance Lake Blvd C/o Kai Community Manager Land O' Lakes, FL 34638

#### **Tennis Court Pump**

#### Issue:

The sand separator coming off the pump near the Tennis Court is leaking.

#### **Details:**

The leak is coming from the sand separator. Upon inspection, it appears that the sand separator is damaged and worn out and needs to be replaced.

#### **Recommended Action:**

Replace the sand separator to prevent further leakage and ensure proper pump operation. The sand separator is necessary to keep sand from the well from going through the irrigation lines.

#### Replace Sand Separator

#### IRR - Update/Install

#### items

Labor

Lakos In-Line Sand Separator Carbon Steel Mnpt 2"
Miscellaneous Parts

IRR - Update/Install:

\$3,446.65

**Total** 

\$3,446.65

#### **Terms & Conditions**

- Manufacturer's Warranty: Most irrigation components installed by the Contractor are covered
  by the manufacturer's warranty only. The Contractor does not provide any additional warranties
  on irrigation parts beyond what is offered by the manufacturer. Labor associated with irrigation
  repairs or part replacements is not covered under warranty.
- Force Majeure / Acts of God: The contractor shall not be held liable for any delays, damages, or failures to perform resulting from events beyond reasonable control, including but not limited to acts of God, natural disasters, extreme weather conditions, or other unforeseen occurrences.

Ву		Ву	
	Matthew Olson		
Date	8/20/2025	Date	
	RedTree Landscape Systems LLC	Lakeshore Ranch CDD	

# SECTION V Subsection A

# AGREEMENT FOR DISTRICT MANAGEMENT SERVICES

This Agreement ("**Agreement**") is effective as of September 9, 2025 ("**Effective Date**"), by and between

LAKESHORE RANCH COMMUNITY DEVELOPMENT DISTRICT, a local unit of special-purpose government established pursuant to Chapter 190, *Florida Statutes*, being situated in Pasco County, Florida whose mailing address is 4530 Eagle Falls Place, Tampa, Florida 33619 ("District"); and

**GOVERNMENTAL MANAGEMENT SERVICE-TAMPA, LLC** a Florida limited liability company, with a mailing address of 4530 Eagle Falls Place, Tampa, Florida 33619 ("**Manager**" or "**GMS-Tampa**," together with District, "**Parties**").

The services to be provided under this Agreement shall commence on the Effective Date.

#### **RECITALS**

WHEREAS, the District is a local unit of special-purpose government established pursuant to the Uniform Community Development District Act of 1980, as codified in Chapter 190, *Florida Statutes* ("Act"), by ordinance adopted in Pasco County, Florida, for the purpose of planning, financing, constructing, operating and/or maintaining certain infrastructure; and

WHEREAS, the District desires to enter into an agreement with Manager to provide district management services all as further set forth in **Exhibit A** attached hereto ("**Services**" or "**District Management Services**") and Manager has agreed to provide such Services; and

WHEREAS, the District and Manager warrant and agree that they have all right, power and authority to enter into and be bound by this Agreement.

**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. INCORPORATION OF RECITALS.** The recitals so stated are true and correct and by this reference are incorporated into and form a material part of this Agreement.
- **SECTION 2. SCOPE OF SERVICES.** Manager agrees to provide the Services as set forth in **Exhibit A**, attached hereto and incorporated by reference herein.

#### SECTION 3. FEES AND TERMS OF SERVICES; TERM.

**A.** All Services will be completed on a timely basis in accordance with the District needs and statutory requirements.

- B. The District agrees to compensate the Manager in accordance with the Schedule of Fees set forth in **Exhibit B**, attached hereto and incorporated by reference herein. Payment shall be made in equal monthly installments at the beginning of each month and may be amended annually as evidenced by the annual budget ("**Annual Budget**") approved by the Board of Supervisors of the District ("**Board**"). All invoices are due and payable within 30 days of the date of the invoice.
- C. The initial term of this Agreement commences on Effective Date, and continues until September 30, 2025, unless terminated earlier by either Party in accordance with the provisions of this Agreement. Thereafter this Agreement shall automatically renew each Fiscal Year (i.e., October 1 to September 30<sup>th</sup> of the following year) of the District, unless otherwise terminated by either Party. The District will consider price adjustments each twelve (12) month period to compensate for market conditions and the planned workload of the District to be performed during the next twelve (12) month period. Evidence of price or fee adjustments will be approved by the Board in its adopted or amended Annual Budget.

#### **SECTION 4. INDEMNIFICATION.**

- A. <u>Manager Indemnification</u>. The Manager agrees to defend, indemnify, and hold harmless the District and its officers, agents, employees, successors, assigns, members, affiliates, or representatives from any and all liability, claims, actions, suits, liens, demands, costs, interest, expenses, damages, penalties, fines, judgments against the District, or loss or damage, whether monetary or otherwise, arising out of, wholly or in part by, or in connection with the Services to be performed by Manager, its subcontractors, its employees and agents in connection with this Agreement, including litigation, mediation, arbitration, appellate, or settlement proceedings with respect thereto. Additionally, nothing in this Agreement requires Manager to indemnify the District for the District's percentage of fault if the District is adjudged to be more than 50% at fault for any claims against the District and Manager as jointly liable parties; however, Manager shall indemnify the District for any and all percentage of fault attributable to Manager for claims against the District, regardless whether the District is adjudged to be more or less than 50% at fault.
- B. <u>District Indemnification.</u> To the extent allowable under applicable law (and only to the extent of the limitations of liability set forth in Section 768.28, Florida Statutes), except to the extent caused by the negligence, reckless, and/or willful misconduct of the Manager, the District agrees to indemnify, defend, and hold harmless the Manager and its officers, supervisors, staff, and employees from and against any and all liability, claims, actions, suits, demands, assessments or judgments asserted and any and all losses, liabilities, damages, costs, court costs, and expenses, including attorney's fees, that Manager may hereafter incur, become responsible for, or be caused to pay out arising out of or relating to the negligent or intentionally wrongful acts or omissions of the District. The indemnification provided for herein shall not be deemed exclusive of any other rights to which the Manager may be entitled and shall continue after the Manager has ceased to be engaged under this Agreement. In addition to any other conditions and/or limitations set forth herein, the District shall be obligated to indemnify Manager only if such indemnification obligation is covered by the District's insurance.

C. <u>Obligations</u> under this section shall include the payment of all settlements, judgments, damages, liquidated damages, penalties, forfeitures, back pay awards, court costs, arbitration and/or mediation costs, litigation expenses, attorneys' fees, paralegal fees, expert witness fees (incurred in court, out of court, on appeal, or in bankruptcy proceedings), any interest, expenses, damages, penalties, fines, or judgments against the District.

**SECTION 5. LIMITATIONS ON GOVERNMENTAL LIABILITY.** Nothing herein shall be construed to waive or limit the District's sovereign immunity limitations of liability as provided in Section 768.28, *Florida Statutes*, or other applicable law. Nothing in this Agreement shall inure to the benefit of any third party for the purpose of allowing any claim which would otherwise be barred under the Doctrine of Sovereign Immunity or by operation of law.

#### SECTION 6. TERMINATION.

- A. This Agreement may be terminated as follows: (1) By the District for "good cause," which shall include misfeasance, malfeasance, nonfeasance or dereliction of duties by the Manager which termination may be immediate; or (2) By the Manager or District, for any reason, upon 60 days written notice.
- B. Upon any termination of this Agreement: (1) the Manager shall be entitled to payment for all Services rendered up until the effective termination of this Agreement, subject to whatever claims or off-sets the District may have against the Manager; and (2) the Manager will make all reasonable effort to provide for an orderly transfer of the books and records of the District to the District or its designee.

**SECTION 7. SUCCESSORS; ASSIGNMENT.** The rights and obligations of the District as defined by this Agreement shall inure to the benefit of and shall be binding upon the successors and assigns of the District. Neither the District nor the Manager may assign this Agreement without the prior written approval of the other. Any purported assignment without such approval shall be void.

**SECTION 8. NOTICES.** All notices required in this Agreement shall be sent by certified mail, return receipt requested, or express mail with proof of receipt to the Parties as follows:

A. If to District: LakeShore Ranch Community Development District

4530 Eagle Falls Place Tampa, Florida 33619 Attn: Chairperson

With a copy to: Straley Robin Vericker

1510 W. Cleveland Street Tampa, Florida 33606

Attn: District Counsel, Michael Broadus

MBroadus@srvlegal.com

B. If to Manager: Governmental Management Services-Tampa, LLC

4530 Eagle Falls Place

Tampa, Florida 33619

Attn: President, Darrin Mossing

DMossing@gmstnn.com

With copies to:

Governmental Management Services-Tampa, LLC

4530 Eagle Falls Place Tampa, Florida 33619

District Manager, Jason Greenwood

JGreenwood@gms-tampa.com

Governmental Management Services-Tampa, LLC

4530 Eagle Falls Place Tampa, Florida 33619

Attn: Chief Operating Officer, Keith Nelson

KNelson@gms-tampa.com

Governmental Management Services-Tampa, LLC

699 North Federal Highway, Suite 300

Fort Lauderdale, FL 33304

Attn: Kurt Zimmerman, Registered Agent

<u>kurt@zimmermanlaw.com</u>

**SECTION 9. CONTROLLING LAW AND VENUE.** This Agreement and the provisions contained in this Agreement shall be construed, interpreted, and controlled according to the laws of the State of Florida. All actions and disputes shall be brought in the proper court and venue, which shall be Pasco County, Florida.

SECTION 10. E-VERIFY REQUIREMENTS. The Manager, on behalf of itself and its subcontractors, hereby warrants compliance with all federal immigration laws and regulations applicable to their employees. The Manager further agrees that the District is a public employer subject to the E-Verify requirements provided in Section 448.095, Florida Statutes, and such provisions of said statute are applicable to this Agreement, including, but not limited to registration with and use of the E-Verify system. The Manager agrees to utilize the E-Verify system to verify work authorization status of all newly hired employees. The Manager shall provide sufficient evidence that it is registered with the E-Verify system before commencement of performance under this Agreement. If the District has a good faith belief that the Manager is in violation of Section 448.09(1), Florida Statutes, or has knowingly hired, recruited, or referred an alien that is not duly authorized to work by the federal immigration laws or the Attorney General of the United States for employment under this Agreement, the District shall terminate this Agreement. The Manager shall require an affidavit from each subcontractor providing that the subcontractor does not employ, contract with, or subcontract with an unauthorized alien. The Manager shall retain a copy of each such affidavit for the term of this Agreement and all renewals thereof. If the District has a good faith belief that a subcontractor of the Manager performing work under this Agreement is in violation of Section 448.09(1), Florida Statutes, or has knowingly hired, recruited, or referred an alien that is not duly authorized to work by the federal immigration laws or the Attorney General

of the United States for employment under this Agreement, the District promptly notify the Manager and order the Manager to immediately terminate its subcontract with the subcontractor. The Manager shall be liable for any additional costs incurred by the District as a result of the termination of any contract, including this Agreement, based on Manager's failure to comply with the E-Verify requirements referenced in this subsection.

**SECTION 11. SEVERABILITY.** In the event that any provision of this Agreement shall be determined to be unenforceable or invalid by a court such unenforceability or invalidity shall not affect the remaining provisions of the Agreement which shall remain in full force and effect.

**SECTION 12. AMENDMENTS.** Any amendment or change to this Agreement shall be in writing and executed by all Parties.

**SECTION 13. ACKNOWLEDGEMENT.** The District acknowledges that the Manager is not a Municipal Advisor or Securities Broker, nor is the Manager registered to provide such services as described in Section 15B of the Securities and Exchange Act of 1934, as amended. Similarly, the District acknowledges that the Manager does not provide the District with financial advisory services or offer investment advice.

**SECTION 14.** This section has intentionally been left blank.

**SECTION 15. INSURANCE.** The Manager shall, at its own expense, maintain insurance during the performance of the Services with limits of liability not less than the following, the certificate of which is attached as **Exhibit C**:

Workers' Compensation	Statutory
General Liability  Bodily Injury (including contractual)  Property Damage (including contractual)	\$1,000,000 \$1,000,000
Commercial Crime/Fidelity Insurance	\$1,000,000
Professional Liability Insurance	\$2,000,000
Automobile Liability (if applicable) * Bodily Injury and Property Damage Covering owned, non-owned, and hired vehicles	\$1,000,000

<sup>\*</sup>Automobile liability insurance is required if the Manager will use any vehicles on-site, including owned, non-owned, and hired vehicles.

Except with respect to Professional Liability and Workers' Compensation insurance policies, the District, its staff, consultants, and supervisors shall be named as additional insured, on a primary non-contributory basis, on each insurance policy described above. The Manager shall

furnish the District with the Certificate of Insurance evidencing compliance with this requirement. No certificate shall be acceptable to the District unless it provides that any change or termination within the policy periods of the insurance coverage, as certified, shall not be effective within thirty (30)days of prior written notice to the District. Insurance coverage shall be from a reputable insurance carrier, licensed to conduct business in the State of Florida.

**SECTION 16.** COMPLIANCE WITH PUBLIC RECORDS LAWS. Manager understands and agrees that all documents of any kind provided to the District in connection with this Agreement may be public records, and, accordingly, Manager agrees to comply with all applicable provisions of Florida law in handling such records, including but not limited to Section 119.0701. Florida Statutes. Manager acknowledges that the designated public records custodian for the District is **Jason Greenwood** ("Public Records Custodian"). Among other requirements and to the extent applicable by law, the Manager shall 1) keep and maintain public records required by the District to perform the service; 2) upon request by the Public Records Custodian, provide the District with the requested public records or allow the records to be inspected or copied within a reasonable time period at a cost that does not exceed the cost provided in Chapter 119, Florida Statutes; 3) ensure that public records which 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 the contract term if the Manager does not transfer the records to the Public Records Custodian of the District; and 4) upon completion of the contract, transfer to the District, at no cost, all public records in Manager's possession or, alternatively, keep, maintain and meet all applicable requirements for retaining public records pursuant to Florida laws. When such public records are transferred by the Manager, the Manager shall destroy any duplicate public records that are exempt or confidential and exempt from public records disclosure requirements. All records stored electronically must be provided to the District in a format that is compatible with Microsoft Word or Adobe PDF formats:

IF THE MANAGER HAS QUESTIONS REGARDING APPLICATION OF CHAPTER 119, FLORIDA STATUTES, TO THE CONTRACTOR'S DUTY TO **PROVIDE PUBLIC** RELATING TO THIS CONTRACT, CONTACT THE CUSTODIAN (813)**PUBLIC** RECORDS 344-4844,  $\mathbf{AT}$ WITH A COPY TO JGREENWOOD@GMS-TAMPA.COM TAMPA.COM, 4530 EAGLE FALLS PLACE, TAMPA, FLORIDA 33619.

**SECTION 17.** THIRD PARTY BENEFICIARIES. This Agreement is solely for the benefit of the Parties hereto and no right or cause of action shall accrue upon or by reason, to or for the benefit of any third party not a formal party to this Agreement. Nothing in this Agreement expressed or implied is intended or shall be construed to confer upon any person or corporation other than the Parties hereto any right, remedy, or claim under or by reason of this Agreement or any of the provisions or conditions of this Agreement; and all of the provisions, representations, covenants, and conditions contained in this Agreement shall inure to the sole benefit of and shall be binding upon the Parties hereto and their respective representatives, successors, and assigns.

- **SECTION 18. HEADINGS FOR CONVENIENCE ONLY.** The descriptive headings in this Agreement are for convenience only and shall neither control nor affect the meaning or construction of any of the provisions of this Agreement.
- **SECTION 19. COUNTERPARTS.** This instrument may be executed in any number of counterparts, each of which, when executed and delivered, shall constitute an original, and such counterparts together shall constitute one and the same instrument. Signature and acknowledgment pages, if any, may be detached from the counterparts and attached to a single copy of this document to physically form one document.
- **SECTION 20. ENFORCEMENT OF AGREEMENT.** A default by either Party under this Agreement shall entitle the other Party to all remedies available at law or in equity. In the event that either the District or the Manager is required to enforce this Agreement by court proceedings or otherwise, then the prevailing Party shall be entitled to recover all fees and costs incurred, including reasonable attorneys' fees and costs for trial, alternative dispute resolution, or appellate proceedings.
- **SECTION 21.** COMPLIANCE WITH SECTION 20.055, FLORIDA STATUTES. The Manager agrees to comply with Section 20.055(5), Florida Statutes, to cooperate with the inspector general in any investigation, audit, inspection, review, or hearing pursuant such section and to incorporate in all subcontracts the obligation to comply with Section 20.055(5), Florida Statutes.
- **SECTION 22. SCRUTINIZED COMPANIES STATEMENT.** Pursuant to Section 287.135, Florida Statutes, Manager represents that in entering into this Agreement, the Manager has not been designated as a "scrutinized company" under the statute and, in the event that the Manager is designated as a "scrutinized company", the Manager shall immediately notify the District whereupon this Agreement may be terminated by the District.
- **SECTION 23. ANTI-HUMAN TRAFFICKING REQUIREMENTS.** Manager certifies, by acceptance of this Agreement, that neither it nor its principals utilize coercion for labor or services as defined in Section 787.06, *Florida Statutes*. Manager shall execute an affidavit, attached hereto as **Exhibit D** and incorporated herein, in compliance with Section 787.06(13), *Florida Statutes*.

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**IN WITNESS WHEREOF**, the Parties hereto have executed this Agreement on the Effective Date.

Attest:			ESHORE RANCH COMMUNITY ELOPMENT DISTRICT
Signed by:  Seymond  Secretary / A  Board Of Su	Assistant Secretary	By: Print:	Signed by:  DA2C69976E5E4D2  Ronald Mitchell
Raymond Lotito Print Name	<u>,                                      </u>	Its:	Chair Chairperson/Vice Chairperson, Board of Supervisors
			ERNMENTAL MANAGEMENT VICES-TAMPA, LLC
Docusigned by:  Imanda &  3889935E894F4  Witness	Eurguson 1851	By:	Signed by:  JASON Grunwood  4DA/BU24345E4C5
Amanda Fergus Print Name		Print:	Jason Greenwood  Managing Partner
Exhibit A: Exhibit B: Exhibit C: Exhibit D: Exhibit E:	Scope of Services Schedule of Fees Certificate of Insurance Anti-Human Trafficking Af Proposal	fidavit	

# EXHIBIT A SCOPE OF SERVICES

# GENERAL MANAGEMENT, ADMINISTRATIVE, AND ACCOUNTING SERVICES

This engagement is for the Manager to provide District Management Services for the District. The duties and responsibilities include, but are not limited to the following:

#### Meetings, Hearings, Workshops, Etc.

- The Manager will organize, conduct, and provide minutes for all meetings of the District. This includes, but is not limited to, scheduling meetings, providing agenda packages and meeting materials in the form requested by the District Board of Supervisors, and publishing Board meeting, public hearing notices, and landowner election notices pursuant to Florida law.
- The Manager will consult with the District Board of Supervisors and its designated representatives, and when necessary, organize such meetings, discussions, project site visits, workshops, and hearings as may pertain to the administration and accomplishment of the various projects and services provided by the District.

#### Records

• The Manager will maintain "Record of Proceedings" for the District within the boundaries of the local government in which the District is located and include meeting minutes, agreements, resolutions and other records required by law or contract and provide access to such records as necessary for proper District function or compliance with Florida's public records laws.

#### **District Operations**

- The Manager will act as the primary point of contact for District-related matters.
- The Manager will consult with and advise the District on matters related to the operation and maintenance of the District's public infrastructure.
- The Manager will make recommendations and assist in matters relating to solicitation, approval, rejection, amendment, renewal, and cancellation of contracts for services to the District. In advance of expiration of contracts, the Manager will advise the Board as to need for renewal or additional procurement activities and implement same.
- The Manager will recommend and advise the Board, in consultation with the District Engineer of the appropriate amount and type of insurance and be responsible for procuring all necessary insurance.

- The Manager will ensure compliance with all statutes affecting the District by performing the following tasks (and such other tasks required by law but not specifically identified herein):
  - File name and location of the Registered Agent and Office location annually with Department of Community Affairs and the County.
  - Provide legal description and boundary map as provided by District Engineer to the Supervisor of Elections
  - Provide the regular meeting schedule of the Board to County.
  - File all required financial reports to the Department of Revenue, Auditor General, the County, and other governmental agencies with jurisdiction in compliance with Florida law.
  - File request letter to the Supervisor of Election of the County for number of registered voters as of April 15, each year. Report annually the number of registered voters in the District by June 1, of each year.
  - Transmit Public Facilities Report and related updates to appropriate agencies.
  - Prepare and file annual public depositor report.

#### Accounting and Reporting

- The Manager will implement an integrated management reporting system compliant with Generally Accepted Accounting Principles (GAAP) for government and fund accounting which will allow the District to represent fairly and with full disclosure the financial position of the District. The District's accounting activities will be overseen by a degreed accountant.
- The Manager will prepare reports as appropriate under applicable law, accounting standards, and bond trust indenture requirements. The Manager will track the District's general fund and bond fund activities and provide monthly and annual financial statements (including budget to actual summary).
- The Manager will administer the processing, review and approval, and timely payment of all invoices and purchase orders.
- The Manager will oversee District's capital and general fund accounts.

#### <u>Audits</u>

• The Manager will provide audit support to auditors for the required Annual Audit, and will ensure completion and submission of audit and Annual Financial Statements to the County, Auditor General, and other appropriate government entities in compliance with Florida law.

#### Budgeting

- The Manager will prepare and provide for a proposed budget for Board approval and submission to County in compliance with state law. The Manager will prepare final budget and backup material for and present the budget at all budget meetings, hearings and workshops. The Manager will ensure that all budget meetings, hearings, and workshops are properly noticed.
- The Manager will administer the adopted budget and prepare budget amendments on an ongoing basis as necessary.

#### Capital Program Administration

- The Manager will maintain proper capital fund and project fund accounting procedures and records.
- The Manager will coordinate with District staff to provide for appropriate bid and or proposal/qualification processes for Capital Project Construction.
- The Manager will oversee and implement bond issue related compliance, i.e., coordination
  of annual arbitrage report, transmittal of annual audit and budget to the trustee, transmittal
  of annual audit to bond holders and underwriters, annual/quarterly disclosure reporting,
  etc.

#### Field Operations Management

- Upon direction by the District's Board of Supervisors and upon mutual agreement of the parties hereto, the Field Manager will provide Maintenance Contract Administration for District in general accordance with the fees outlined in Exhibit A. The parties further understand and recognize that the scope and number of contracts to be administered under said fee may be limited and/or multiple fees may be required. Any Maintenance Contract Administration shall be by separate agreement between the parties.
- Create and maintain a fluid monthly report or action item list and present this report at all regularly scheduled Board of Supervisors Meetings.
- Engage and supervise all persons, as needed, necessary to properly maintain and operate the Property; this includes and is not limited to hired service vendors, maintenance staff, contracted vendors, and their subs.
- Purchase tools, equipment, supplies, and materials, ensuring, without qualification or exception, that the District is receiving the benefit and economies of competitive market prices.
- Solicit bids for services and materials and supplies to the District.
- Solicit, analyze, and negotiate informal contracts on behalf of the District, for services reasonably necessary with respect to the operation, maintenance, upkeep, repair, replacement, and preservation of the Property; all of which Service Contracts shall be

- subject to prior approval of and be executed by an officer of the District designated by the Board.
- Contract Management: Oversee and manage District field contracts for Landscape
  Maintenance, Aquatic Maintenance, and other service vendors by meeting with, and
  coordinating with vendors as needed to ensure contractual standards are being
  satisfied. Deficiency reports will be created when it is prudent to do so to enhance
  performance.
- Facility Management: Perform routine inspections as needed and present areas of potential concern to the District as identified; site visits will be on average twice a month. This is to identify possible maintenance items and ensure contracted contractor supplemental work has been performed satisfactorily. Additionally, to proactively monitor the status of district assets.
- Correspond and communicate with the Board of Supervisors and District Staff to respond to the various needs of the District and Community.
- Provide regular reports to the Board regarding the status of pending and completed activities and operations affecting the District and the Property.

#### **Maintenance Contract Administration**

• Upon direction by the District's Board of Supervisors and upon mutual agreement of the parties hereto, Manager will provide Maintenance Contract Administration for District in general accordance with the fees outlined in Exhibit A. The parties further understand and recognize that the scope and number of contracts to be administered under said fee may be limited and/or multiple fees may be required. Any Maintenance Contract Administration shall be by separate agreement between the parties.

#### **FINANCIAL SERVICES**

#### Assessments & Revenue Collection

- The Manager will develop and administer the annual assessment roll for the District. This includes administering the tax roll for the District for assessments collected by the County and administering assessments for Off Tax Roll parcels/lots.
- The Manager will provide payoff information and pre-payment amounts as requested by property owners, and collect prepayment of assessments as necessary.
- The Manager will monitor development of the District and perform Assessment True-up Analysis when appropriate.
- The Manager will issue estoppel letters as needed for property transfers.
- The Manager will maintain the District's Lien Book, in which is recorded the details of any District debt and the related debt service assessments. The Lien Book will account for

all District debt and show the allocation of debt principal to assessed properties within the District.

#### **DISTRICT RESPONSIBILITIES**

The District shall provide for the timely services of its legal counsel, engineer and any other consultants, contractors or employees, as required, for the Manager to perform the duties outlined in this Contract. Expenses incurred in providing this support shall be the sole responsibility of the District.

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#### EXHIBIT B SCHEDULE OF FEES

**STANDARD ON-GOING SERVICES ("SERVICES"):** These services will be provided on a recurring basis and are commonly referred to as the basic services necessary for the normal and routine functioning of the District Management Services.

#### 1. DISTRICT MANAGEMENT SERVICES:

Services Description	Fiscal Year 2025 GMS Fees **	Fiscal Year 2026 GMS Fees ***
<ul> <li>Management, Administrative, Financial &amp; Revenue Collection, and Accounting Services:</li> <li>Annual Fee paid in equal monthly payments (plus reimbursables)</li> <li>Our Agreement contemplates 12 meetings and 1 workshop</li> </ul>	No Charge	\$34,000
<ul> <li>Assessment Administration:</li> <li>(Beginning with the first assessment to individual unit owners, direct assessment or utilizing tax collector)</li> <li>One-time Annual Fee charged when the annual assessment is certified.</li> </ul>	No Charge	\$2,500
<ul> <li>Information Technology Fees &amp; Annual Website Maintenance:</li> <li>Annual Fee paid in equal monthly payments</li> <li>(Does not include the cost of creation of an ADA-Compliant website, if applicable. No Overage fees due to the number of pages stored by GMS.)</li> </ul>	No Charge	\$3,000
Dissemination Agent Services:  • Annual Fee for 1st Bond Issuance  • (\$1,000 for each additional series of Bonds)	No Charge	\$3,000

Services Description	Fiscal Year 2025 GMS Fees **	Fiscal Year 2026 GMS Fees ***
Field Management Services	No Chauga	¢10 000
<ul> <li>Annual Fee paid in equal monthly payments (plus, reimbursable expenses)</li> </ul>	No Charge	\$18,000
Monthly On-Site Inspections and Vendor Coordination Field Management Service		
o Two (2) Visits per Month on Average		
See also On-Site Part-Time Maintenance Services		
GMS District Management Fees	\$0	\$60,500

### 2. OTHER FEES SCHEDULE:

Item	Cost
Agenda Package Hardcopy (if Applicable)	\$2.50 per regular Agenda Mtg.
Сору	\$0.15 / black and white page
Binders, Envelopes, and other Office Supplies	Actual Cost
USPS / FedEx / UPS	Actual Cost
Offsite Physical Records Storage and Archival	\$50.00 / Month
Additional Services Available:	Cost
Other Services	
New Bond Issuance Cost (per bond issue)	\$10,000
Refinance Bond Issuance Cost (per bond issue)	\$10,000
Debt Service Assessment Methodology Preparation	\$15,000
SERC Preparation & Assistance w/ Petition	\$5,000
Prepaid Estoppel Letter – One Lot	\$100
Prepaid Estoppel Letter – Multiple Lots	\$250
Prepaid Estoppel Letter – Partial Payoffs	\$500
Annual Construction Accounting Fee (while active)	\$5,000
Request For Proposal Scope Preparation Documents     (per RFP request - Landscaping, Irrigation, Aquatic, etc.)	\$3,500

Item	Cost
<ul> <li>One-Time Conversion Fee:</li> <li>To Recreate Historical Accounting And Administrative Records Needed For The Transition</li> </ul>	Included
<ul> <li>Extended or Extra Board Meetings:</li> <li>Any extra meeting(s) or meeting duration exceeding a 3-hour duration may be charged a meeting overage fee rounded up to the nearest full hour.</li> </ul>	\$2,000 / Mtg. \$250/hr.
<ul> <li>Facility Maintenance and Repair Services.</li> <li>GMS has a comprehensive on-site and insured maintenance service for small to medium size projects which can be provided at the direction of the District Board Of Supervisors and/or the District Manager.</li> </ul>	Standard Hourly Rates Plus Reimbursable Expenses
<ul> <li>Standard Hourly Rates:</li> <li>The Hourly rate for the District Manager is \$175/Hour.</li> <li>The Hourly rate for the District Accountant is \$125/Hour.</li> <li>The Hourly rate for the District Administrative Assistant is \$80/Hour.</li> <li>The Hourly rate for the Field Operations Manager is \$85/Hour.</li> </ul>	As Defined
<ul> <li>Out-of-Pocket Reimbursable Expenses</li> <li>Reimbursable expenses to be itemized on invoicing each month.</li> </ul>	At GMS Standard Rate or Costs
<ul> <li>Public Records Requests:</li> <li>Public Records request will be charged to the person making the request at fees allowable by law. These amounts will be reimbursed to GMS-Tampa by the District at the same rate.</li> </ul>	As Defined
<ul> <li>Additional Services:</li> <li>All other requested items not specifically denoted in Exhibit "B" will be subject to either a flat rate proposal or an hourly rate proposal to the District.</li> </ul>	To Be Negotiated

**Item** Cost

- \*\* For Fiscal Year 2025, with dates effective September 9th, through September 30th, 2025, the GMS fees will be provided at no charge. The first monthly invoice will be dated October 1st, 2025.
- \*\*\* For Fiscal Year 2026, with dates effective October 1st, 2025, through September 30th, 2026, the GMS fees are reflected in the Adopted 2026 Budget.

Miscellaneous fees are reviewed annually by GMS. An itemization of all miscellaneous fees and units consumed is included in the monthly invoice and presented to the Board of Supervisors for approval as part of the agenda packages. GMS strives to work with the District to minimize reimbursable expenses by utilizing electronic agendas and similar approaches. Any additional insurance requirements will be treated as reimbursable expenses and invoiced to the District annually.

# RISK MANAGEMENT REQUIREMENTS

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	Tampa, FL 33619			AUTHO	MEED REPRESE	NIATIVE	Videy M.Z	ele	✓ <sup>ME</sup>

### EXHIBIT D ANTI-HUMAN TRAFFICKING AFFIDAVIT

### Affidavit for Anti-Human Trafficking

Section 787.06(13), Florida Statutes

THIS FORM MUST BE SIGNED IN THE PRESENCE OF A NOTARY PUBLIC OR OTHER OFFICIAL AUTHORIZED TO ADMINISTER OATHS.

- Affiant is over 18 years of age and has personal knowledge of the facts and certifications set forth herein.
- 2. Affiant is the Managing Pa"\$ne" (Title) of Governmental Management Service-Tampa, LLC (the "Company") and as such is authorized to make this Affidavit for and on behalf of the Company, its directors and officers.
- 3. Company does not use coercion for labor or services as defined in Section 787.06, Florida Statutes.
- 4. Company intends to execute, renew, or extend a contract between Company and the Lakeshore Ranch Community Development District ("CDD").
- 5. This declaration is made pursuant to section 92.525(1)(c), Florida Statutes. I understand that making a false statement in this declaration may subject me to criminal penalties.

I state that I and the Company understand and acknowledge that the above representations are material and important, and will be relied on by the above referenced CDD to which this affidavit is submitted. I and the Company understand that any misstatement in this affidavit is, and shall be treated as, fraudulent concealment from the CDD of the true facts.

Under penalties of perjury, I declare that I have read the foregoing Affidavit for Anti-Human Trafficking and that the facts stated in it are true.

Jason Grunwood

Signature of Affiant

2020 00 00

Sworn before me on August 8, 2025

D ADAA

Notary Stamp

4937-7987-6954, v. 1

# EXHIBIT E MANAGER PROPOSAL

[ 33 Pages To Follow ]



# **Governmental Management Services**

# Serving Florida's Communities

June 30th, 2025

LakeShore Ranch Community Development District c/o Mr. Michael Broadus, District Counsel Straley Robin Vericker, P.A.
1501 W. Cleveland Street
Tampa, Florida 33606
Via email to mbroadus@srvlegal.com

RE: Proposal for District Management and Field Operations Management Services

Dear Mr. Broadus:

Governmental Management Services-Tampa L.L.C. ("GMS") is pleased to provide for your review our Proposal associated with providing District Management and Field Operations Management Services to the LakeShore Ranch Community Development District ("CDD"). We believe the Proposal demonstrates that we are the best choice for this project. Here are some of the reasons why:

- We are the leader in the Community Development District industry. We provide district management services to 275+ CDDs across the State of Florida.
- We have a team of management, financial, administrative, and operations professionals who are extremely qualified to provide these services and meet time and budget requirements.
- We have a proven approach, methodology, and philosophy towards providing these services that reflect our commitment and ability to deliver comprehensive services that exceed the expectations of our clients.
- We also have the ability to respond to individual client needs efficiently, effectively, and professionally. Our approach to providing the services for each of the responsibilities described in this RFP is to fully understand them and provide them in a manner that meets all the statutory requirements customized to the approach preferred by the Board of Supervisors.

We thank you for this opportunity to submit our Proposal and would be happy to provide any additional information if requested. Please feel free to contact me at (865) 603-5101 or via email at <a href="mailto:DMossing@gmstnn.com">DMossing@gmstnn.com</a> if you have any questions or need additional information.

Sincerely,



Darrin Mossing GMS President

Enclosures

ORLANDO 219 E. Livingston St. Orlando, FL 32801 (407) 841-5524 ORLANDO 6200 Lee Vista Boulevard Suite 300 Orlando, FL 32822 (407) 841-5524 ST. AUGUSTINE 475 West Town Place Suite 114 St. Augustine, FL 32092 (904) 940-5850

<u>FT. LAUDERDALE</u> 5385 N. Nob Hill Road Sunrise, FL 33351 (954) 721-8681 TAMPA 4530 Eagle Falls Place Tampa, FL 33619 (813) 344-4844

PALM COAST 393 Palm Coast Parkway SW Suite 4 Palm Coast, FL 32137 (904) 940-5850 KNOXVILLE 1001 Bradford Way Kingston, TN 37763 (865) 717-7700

# Proposal For District Management Services Prepared For The LakeShore Ranch Community Development District:



# GOVERNMENTAL MANAGEMENT SERVICES-TAMPA, LLC



DISTRICT MANAGEMENT &
FIELD OPERATIONS
MANAGEMENT
SERVICES

Submitted
June 30<sup>th</sup> ,2025

www.govmgtsvc.com

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**THANK YOU** 

32



# COMPANY

# INFORMATION

Governmental **Management Services** ("GMS") is a family of limited liability companies that was established for the purpose of providing district management services to Special Taxing Districts. With encouragement from industry professionals and the development community, GMS was created to provide an alternative to the existing district management companies. **GMS** currently has offices in St. Cloud, Orlando, Tampa, Sunrise, Miami, Tallahassee, Port St. Lucie, St. Augustine, Palm Coast, Florida, and Knoxville, Tennessee. Company personnel who would be providing services are generally determined by geography of the District and required services. However, everyone at GMS works together to provide the most efficient, effective and comprehensive management services possible. GMS currently manages over 275 Community Development Districts across the State of Florida and fully understands the requirements of Chapter 190. As described in Section 3, the personnel at GMS are very well known and respected by people involved with Community Development Districts. Many of the personnel have worked with Investment Bankers. Bond Counsel, District Counsel, Engineers, Developers, and Boards Supervisors across the State of Florida.

They have provided management, financial, administrative, and operational services to over 275 special taxing districts and homeowners associations. Our greatest strength is our ability to respond to individual client needs quickly, efficiently and professionally.

ofessionally.

GMS WAS ESTABLISHED TO PROVIDE THE MOST EFFICIENT, EFFECTIVE AND COMPREHENSIVE MANAGEMENT SERVICES FOR COMMUNITY



# HOW WE WORK

Established in 2004, Governmental Management Services has over 250 full-time and part-time employees and has offices across the State of Florida. Services are provided by seasoned professionals with well over 1,000 years of combined Community Development District management experience. Our commitment to serving our clients and providing the most efficient, effective, and comprehensive management services for Community Development Districts continues to fuel our growth.

### **Statement of Qualifications**

GMS is the best-qualified provider of district management services because of the experience of the personnel who will be providing the management services for the District. GMS brings a wealth of experience in management, administration, accounting, financial reporting, field operations, and assessment certifications.

GMS focuses exclusively on the services necessary for the proper management of Community Development Districts. Our staff includes managers, accountants, financial analysts, recording secretaries, and operations managers all with experience with Community Development Districts and other special districts. We offer integrated management services including:

- General Management
- Recording Secretary Services
- Accounting and Financial Reporting
- Assessment Roll Administration Field Operations Management
- Amenity Management
- Facility Maintenance
- Dissemination Agent Services
- Utility Billing
- Other Services

## FULLY INTEGRATED SERVICES



These management services are being provided by the principals of GMS to over 275 Community Development Districts in 25 counties across the State of Florida.



## **MISSION**

The goal of GMS is to provide the most efficient, effective, and comprehensive management services for Community Development Districts in the State of Florida.



# **CORE VALUES**

Governmental Management Services' greatest strength is its ability to respond to individual client needs quickly, efficiently, and professionally. Listed below are our GMS core values:



# **Customer Commitment**

We keep customer needs at the center of all that we do to provide a superior customer experience.



# Integrity

We are honest, open, ethical, and fair

People trust us to do what's right.



### **Teamwork**

We win together, not alone.

We work together, across divisions, to meet the needs of our customers.



### **Passion and Drive**

We are proud of the services we provide.

We play to win and strive to help our customers do the same.



# **Empower Individuals**

Our employees set us apart.

We value our employees, encourage their development, and reward their performance.



# Quality

Details matter.

We provide consistent and unsurpassed service that, together, deliver premium value to our customers.

# CONTACT

# INFORMATION

### **Corporate Office:**

1001 Bradford Way Kingston, TN 37763 (865) 717-7700

As the largest CDD Management firm in the State of Florida, GMS is prepared to provide all CDD Management services directly and does not contemplate the need to subcontract services.



# GMS -Central Florida

219 E. Livingston St. Orlando, FL 32801 (407) 841-5524

# **GMS - Tampa**

4530 Eagle Falls Place Tampa, Florida 33619 (813) 344-4844

435 10<sup>th</sup> Avenue West, Suite 206 Tampa, Florida 34221

# GMS - South Florida

5385 Nob Hill Road Sunrise, FL 33351 (954) 721-8681

# GMS - North Florida

475 West Town Place, Suite 114 St. Augustine, FL 32092 (904) 940-5850

50 Ellis Street, Suite 208 St. Augustine, FL 32095 (904) 288-7667

393 Palm Coast Parkway SW, Suite 4 Palm Coast, FL 32137

We have additional satellite offices throughout the State of Florida

# DARRIN MOSSING

PRESIDENT

# KEITH NELSON CHIEF OPERATING

OFFICER

COMPLIANCE TRAINING, & CORPORATE FINANCE HUMAN RESOURCES, RECRUITING, TRAINING,

# NORTH FLORIDA

CENTRAL FLORIDA

SOUTH FLORIDA

RIVERSIDE (NF) ALISON MOSSING VICE PRESIDENT

VICE PRESIDENT PATTI POWERS

VICE PRESIDENT GEORGE FLINT

MANAGING PARTNER JIM OLIVER

# MANAGING PARTNER JASON GREENWOOD TAMPA

ACCOUNTING

MANAGEMENT JAL BURNS, MANAGING PARTNER

DISTRICT

ACCOUNTING

MANAGEMENT

DISTRICT

ACCOUNTING

AMENITIES ALISON MOSSING

OPERATIONS

DISTRICT 8

ACCOUNTING

SHARYN HENNING, CPA

MANAGEMENT JASON GREENWOOD

AMANDA FERGUSON
 RICHARD MCGRATH
 BRIAN YOUNG

HANNAH
 HENRY
 SAVANNA
 SZOZDA

# MANAGEMENT MATTHEW BIAGETTI CORBIN DENAGY MARILEE GLES DANIEL LAUGHLIN JAMES PERRY DISTRICT

OKSANA KUZMUK BERNADETTE PEREGRINO Topp

# ADMINISTRATION

ASSESSMENT

ADMINISTRATION

STACIE VANDERBILT,

ADMINISTRATION DARRIN MOSSING JR. MICHAEL CORTESE

JENNIFER MCCONNELL
 LATOYA FLOWERS
 ELLEN ACOSTA
 REGINE LUCAS

RICHARD HANS, VP
 DARRIN MOSSING JR
 DANIEL HARVEY

ADMINISTRATION ASSESSMENT

> LIFEGUARDS ATTENDANTS

MAINTENANCE TIMOTHY CARTER

& POOL

& 2 OTHERS

ASSESSMENT

ADMINISTRATION

DIRECTOR
SAMANTHA HAM
BB OTHERS

ADMINISTRATION

NICOLE VIVERITO
 REBECCA SANTOS
 SUSAN YOUNG
 DORIS SANTOS

DARRIN MOSSING JR.
 MICHAEL CORTESE
 BRADFORD NELSON

ADMINISTRATION

ASSESSMENT

ALEXANDRA WOLFE, CPA

POLVERE
TARA LEE
SUSAN FERRERO

JASON SHOWE
 TRICIA ADAMS
 JEREMY LEBRUN
 ROB SZOZDA

KATE COSTA,
DIRECTOR
THERSA VISCARRA
INDHIRA ARAUJO
LISA CRUZ
NANCY SOLER
ZURYI YAN
CAROL WRIGHT
& 6 OTHERS

PAUL WINKELJOHN
 JULIANNA DUQUE
 ANDREW GLL

TIMI WRIGHT

NATALE CLEM

KAYLA RINKER

ANDREW BEVIS

8 18 OTHERS

CHRISTIAN BIROL
CHRISTIAN DELLINGER
JAY SORIANO
JAMES SCHIESZER
RICHARD GRAY

JULIO PADILLA
 ANDRESSA PHILIPE
 BEN QUESADA
 JESUS LORENZO

WASSERMAN, CPA SHARRON RINKUS
 ASHLEY COOPER VICE PRESIDENT

TZIANA CESSNA PATTI POWERS.

• & 2 Отневs JENNIFER

 COURTNEY HOGGE
 LISA PELKEY
 SARAH SWEETING SHERYL FULKS
 DARRIN MOSSING, JR.
 MARISSA SMARTO ADMINISTRATION

OPERATIONS

MARCIA CALLEJA
 CHRISTINE WELLS
 ALEXANDRA PENAGOS
 & 11 OTHERS

ALAN SCHEERER CLAYTON SMITH MARSHALL TNDALL ROB SZOZDA & 4 OTHERS

AMENITIES

OPERATIONS

7-15 DISTRICT
 EMPLOYEES FLEX
 SCHEDULES

PAT SZOZDA
 PATRICK BURGESS
 JASON GITEL
 JULIO PADILLA

AMENITIES

OPERATIONS

30 – 50 OTHERS ON SEASONAL AND/OR FLEX SCHEDULES

LUTHER NEWTON
 MARK CESSNA
 JOSEPH SOMMERS
 & 13 OTHERS

JAY SORIANO
 ROBERT BERLIN
 CHRISTIAN DELLINGER
 TERRY GLYNN

# AMENITIES

7-15 DISTRICT
 EMPLOYEES FLEX
 SCHEDULES

# OPERATIONS

AMENITIES BRIAN YOUNG

CLAYTON SMITH MICK SHEPPARD

GARETT DUBOIS
 STEVEN WENTZ
 JEFF BACHELOR
 & 3 OTHERS

# MAINTENANCE

7

# www.govmgtsvc.com

# TECHNOLOGY · DAN BRADLEY

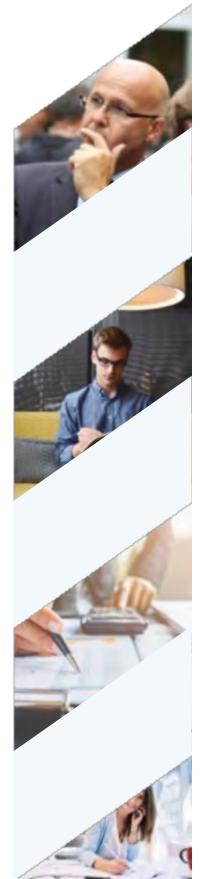
Angel Guzman
 Julio Colon
 Abner De Jesus
 Jose Soto
 & 3 Others

# INFORMATION

MAINTENANCE

# OUR

# **TEAM**



Although technology has tremendously impacted how services are provided for nearly every business today, GMS realizes an organization is only as good as the individuals working within it. If an organization is not able to retain hardworking, knowledgeable and dedicated employees that understand their client's needs, it is most certain to fail. It is for this reason that GMS has focused a significant effort on recruiting and retaining the best in the district management industry

### STATEMENT OF STAFF CONSISTENCY

The District Management Team proposed remains the same for the duration of the contracts. Any changes in the District Management Team will be discussed and approved by the Boards of Supervisors. Members of the management team have worked together for years, and there is complete trust and loyalty in their abilities to provide the most efficient, effective and professional management services possible. In addition, these types of long-term personal relationship among GMS staff are reassuring to our clients because personnel turnover in any organization is extremely detrimental to its ability to provide the necessary services.

"GMS realizes an organization is only as good as the individuals working within it."

# Proposed

# **GMS District Management Service Team**

Trusted & Service Oriented



Jason Greenwood Partner, District Manager



**Brian Young**District Manager



Hannah Henry District Accounting



See Page 7
Of Our Proposal
For The Rest
Of The
GMS Organization

Nicole Viverito
District Administration





Mick Sheppard
Field Operations
Manager

### DISTRICT MANAGEMENT:

- JASON
- GREENWOOD

   AMANDA
- FERGUSON
- RICHARD
   MCGRATH
- BRIAN
   YOUNG

### DISTRICT ACCOUNTING:

- ACCOUNTING
- SHARYN
   HENNING CPA
- HANNAH HENRY
   SAVANNA SZOZDA
   ALEXANDRA
   WOLFE, CPA

# DISTRICT ADMINISTRATION:

- NICOLE
   VIVERITO
- SUSAN YOUNG
   REBECCA
- SANTOS • DORIS SANTOS

# ASSESSMENT ADMINISTRATION:

- DARRIN MOSSING
- MICHAEL CORTESE
   BRADFORD NELSON

### DISTRICT AMENITY MANAGEMENT:

BRIAN YOUNG

### DISTRICT FIELD OPERATIONS:

- CLAYTON
   SMITH
- MICK
   SHEPARD

### DISTRICT FIELD MAINTENANCE:

- JEFF BACHELOR
- GARETT DUBOIS
   STEVEN WENTZ
- & 3 OTHERS

# DISTRICT MANAGEMENT

# **SERVICES**

THE FOLLOWING MANAGEMENT SERVICES ARE TYPICALLY PROVIDED TO ENSURE THE DISTRICT OPERATES IN ACCORDANCE WITH ALL APPLICABLE STATUTES, LAWS, RULES AND REGULATIONS:

- Attend, record, and conduct all regularly scheduled Board of Supervisors Meetings including landowners' meetings, continued meetings, and workshops.
- Present the District's annual budget in accordance with Chapter 190, Florida Statutes.
- Ensure the District is in compliance with administrative and financial reporting for CDDs.
- Correspond and communicate with the Board of Supervisors and Staff to respond to the various needs of the District and Community.
- Review and approve agendas for circulation to the Board of Supervisors.
- Review and approve the annual budget, the annual audit, and monthly disbursements.
- Review annual insurance policy with the District so that it maintains proper insurance coverage.



11

### **EDUCATION**

Ohio University, 1988, Bachelor of Science, Major: Accounting

### **EXPERIENCE**

37+ Years

- President and Founder – GMS Organization
- Corporate
   Operations &
   District Management

# DARRIN MOSSING PRESIDENT

Darrin Mossing is the President and Founder of the GMS organization. Mr. Mossing graduated from Ohio University with a Bachelor's degree in accounting in June 1988 and began his career as a staff accountant on September 1, 1988, for the Indian Trace Community Development District. In November 2004, Mr. Mossing established the GMS organization, which has grown to over 275 CDDs, Homeowners Association, and other Special Taxing Districts across the State of Florida.

# JASON GREENWOOD

# MANAGING PARTNER

Jason Greenwood provides management services to CDDs and property owners associations throughout the State of Florida. Mr.

Greenwood has been committed to GMS since 2017, is a licensed Community Association Manager, and operates out of the Tampa, Florida office. Mr. Greenwood has BA degrees in Business and Finance with a minor in Marketing from Ashford University in Clinton, Iowa, and an MBA in Business Administration, specialization in Finance, from Lynn University in Boca Raton, Florida.

# RICHARD MCGRATH

# **DISTRICT MANAGER**

# **EDUCATION**

B.A., Business, Finance, Marketing minor, Ashford University MBA, specialization in Finance, Lynn University

### **EXPERIENCE**

8+ Years

- District Management
- Assessment Roll Administration

Richard McGrath also provides management services to CDDs throughout the State of Florida. Mr. McGrath is a licensed Real Estate Agent and operates out of our Tampa, Florida Office. He has a wealth of experience in customer service and management. Mr. McGrath earned his Bachelor's Degree in Business Administration from the University of Florida and continued his education by earning his Master's Degree in International Business also from the University of Florida.

# ADMINISTRATIVE

# **SERVICES**

**Amanda Ferguson** leads our recording administration department. Amanda prepares agenda packages, meeting notices, public records administration, statutory compliance, and various other required administrative services. She is an Administration Management Professional, who has been committed to GMS since its establishment in 2004. Mrs. Ferguson has performed various functions in her 20+ years with GMS; including amenity center management at premier North Florida communities, contract compliance, managing programs and special events, lifeguard management, and transcription of board meetings. Mrs. Ferguson currently provides transcription and administrative services to 20 Community Development Districts in the Tampa Bay, Central Florida, and Southwest Florida Regions. **Nicole Viverito** joined the GMS organization in 2022 as a CDD Recording Administrator; she is known for her compliance discipline and customer service orientation.

# THE FOLLOWING ADMINISTRATIVE SERVICES ARE TYPICALLY PROVIDED TO ENSURE THE DISTRICT OPERATES IN ACCORDANCE WITH ALL APPLICABLE STATUTES, LAWS, RULES AND REGULATIONS:

- Prepare agenda packages for transmittal to Board of Supervisors and staff seven days prior to Board of Supervisors' Meeting.
- Provide minutes for all Board of Supervisors' Meetings, including landowners' meetings
- Ensure compliance with all administrative statutes affecting the District which include but are not limited to :
  - Publish and circulate the annual meeting notice.
  - Report annually the number of registered voters in the District by June 1 of each year.
  - Maintain "Record of Proceedings" for the District within the County that the District is located which includes meeting minutes, agreements, resolutions, and other required records.
  - Transmit Registered Agent information to DCA and local governing authorities.
  - File Ordinance or Rule establishing the District to DCA.





# ASSESSMENT ROLL

# CERTIFICATIONS & ADMINISTRATION

**Darrin Mossing Jr, Michael Cortese, and Bradford Nelson** perform our assessment administration services for the Tampa, Central, and North Florida Divisions.

### **Our GMS Services Include:**

- Develop and administer the annual assessment roll for the District. This includes administering the tax roll for the District for assessments collected by the County tax collector and administering assessments for off-tax roll parcels/lots.
- Provide payoff information and pre-payment amounts as requested by property owners and collect prepayment of assessments as necessary
- Issue estoppel letters as needed for property transfers.
- Maintain the District's Lien Book, which records the details of any District debt and the related debt service assessments. The Lien Book will account for all District debt and show the allocation of debt principal to assessed properties.







# **SERVICES**

Alexandra Wolfe manages the accounting and financial reporting for our clients. She is a Certified Public Accountant with over 14 years of accounting and financial reporting experience with Community Development Districts across the State of Florida. Ms. Wolfe's experience includes financial statement preparation, payroll, budget preparation, preparation of annual audit reports, statutory and bond She has a Bachelor of Business Administration Degree in International Business from George Washington University. Ms. Wolfe also has experience as an auditor completing annual reports required for CDDs.

### **EDUCATION**

B.S. in Information Management, Masters in Business Management and Accounting

### **EXPERIENCE**

- 12 Years
   Accounting
- Financial Reporting

# **EDUCATION**

B.A. in International Business, George Washington University

### **EXPERIENCE**

21 Years, CPA

- Accounting
- Financial Reporting

**Hannah Henry** has over 10 years of experience managing the accounting and financial reporting for our clients. Ms. Henry serves as District Accountant to 12+ CDDs and Homeowner Associations. She has a Bachelors Degree from the University of Tennessee with Information Management and has a Masters Degree from King University in Business Management and Accounting.

# THE FOLLOWING FINANCIAL SERVICES ARE TYPICALLY PROVIDED TO ENSURE THE DISTRICT OPERATES IN ACCORDANCE WITH ALL APPLICABLE STATUTES, LAWS, AND RULES AND REGULATIONS:

- Establish Governmental Fund Accounting System per the Uniform Accounting System prescribed by the Florida Department of Financial Services for Government Accounting. This system includes preparing monthly balance sheet and income statement(s) with budget to actual variances.
- Prepare accounts payable and present them to the Board of Supervisors for approval or ratification.
- Prepare annual budget for review and approval by the Board of Supervisors.
- Transmit the proposed budget to local governing authorities 60 days before adoption.
- Prepare year-end adjusting journal entries in preparation for the annual audit by an Independent Certified Public Accounting Firm.

- Maintain checking accounts with qualified public depository selected by the Board of Supervisors.
- Ensure compliance with financial and accounting statutes affecting the District which include but are not limited to:
  - Complete annual financial audit report within 9 months after the fiscal year end.
  - Circulate annual financial audit report and annual financial report to appropriate governmental agencies.
- Prepare annual public depositor report.
- Oversee and implement bond issue related compliance, i.e., coordination of annual arbitrage report, transmittal of annual audit and budget to the trustee, transmittal of annual audit to bond holders and underwriters, annual/quarterly disclosure reporting, etc.
- Transmit Public Facilities Report to the appropriate agencies
- Bind necessary insurance for the District, which includes liability, property, workers' compensation, etc.

# OPERATIONS MANAGEMENT

# **SERVICES**

GMS provides operations/field management services to 8 0 + Districts throughout Florida under the direction of **Clayton Smith.** He has a deep, and lengthy family history connected to CDD management, and has owned and operated his own maintenance company in the Central Florida area which carried out various undertakings, primarily for CDDs. He is a proud alumnus of the Florida State University. **Mick Sheppard** is our Operations Maintenance Manager, overseeing maintenance projects and providing maintenance services. Mick is equipped and capable of handling almost all CDD maintenance needs and specializes in maintenance projects specific to CDDs. Mick has a lengthy background in various maintenance services including but not limited to plumbing, HVAC repair, grounds maintenance, and property maintenance.

### PROPER OPERATION OF THE DISTRICTS INCLUDE:

- Administer and manage maintenance contracts for landscaping, stormwater, wastewater and reuse systems management
- Respond to resident and Board of Supervisors inquiries regarding Maintenance Operations
- Coordinate and implement maintenance projects throughout the community with vendors
- Conduct site visits (day and nighttime) to ensure satisfactory operation of the district and prepare periodic reports to the Board.
- Review and approve construction contracts, change orders, payment request, etc. during construction phase
- We can also develop landscaping RFPs as requested at an additional hourly or flat rate fee.

# FACILITY REPAIR &

# **MAINTENANCE SERVICES**

GMS has an in-house Facility repairs and maintenance department providing fully insured maintenance services in Tampa, Central Florida, and North Florida territories. Small to medium-size maintenance requests are coordinated through the District Manager and/or Field Operations Manager at the direction of the Board of Supervisors.

# AMENITY MANAGEMENT

# & LIFESTYLE PROGRAMMING

**Brian Young** is the Director of Amenity Management in Tampa. He currently oversees amenity operations at Villages of Bloomingdale, Belmont, Forest Brooke, and Cypress Creek. In addition to Brian, there are various members of amenity staff working on-site and are available to assist with special events throughout the fiscal year that would be reviewed and approved annually by the Board of Supervisors.







GMS has significant experience with highly amenitized CDD communities and is flexible regarding the approach taken to staffing, managing, and operating amenities. We typically see one of three approaches taken to amenity management:

- 1) District contracts with GMS for operations
- 2) District contracts with a third-party company for operations
- 3) District directly employs staff for operations

# UNDER THE FIRST APPROACH, THE FOLLOWING SERVICES ARE TYPICALLY PROVIDED BY GMS TO ENSURE A FIRST CLASS, AMENITY CENTERED COMMUNITY:

- Recruit, hire, train, and monitor Clubhouse and Facilities staff.
- Assume responsibility to manage a vibrant schedule of activities, events and lifestyle programming. GMS is structured to take a regional approach to serving its clients, but this structure does not preclude us from assigning the most talented and qualified individuals, regardless of their location, to appropriate roles.
- Communicate lifestyle opportunities and residential services information to owners and potential residents.
- Promote voluntary compliance with District rules, regulations and policies by communicating with residents.
- Maintain excellent level of customer service.
- Monitor the use of the amenities including resident barcode passes, security cameras, and other means of safeguarding the District.
- Maintain excellent level of customer service.
- Coordinate with vendors, contractors, internal and external stakeholders to ensure smooth operations of day to day and special activities.
- Maintain all relevant records of incidents, inspections, revenue, and other information as required by the District.
- Assist with budget preparation and reports, policy recommendations and enforcement, safety and/or security recommendations, collection of rental fees, maintaining records as needed.

Under the second and third approach, although the above services would not be provided directly by GMS, we would work to ensure that the contractor or direct employees were performing these and other necessary services.



# SAMPLE SPECIAL EVENTS

Social events are for all residents and open to the public, and a critical component to the success of the community. Below are some examples of events currently provided at other communities that GMS has previously assisted in staffing.

### **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.

### **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.

### KIDS NIGHT OUT/TEEN SCENE

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

### ICE CREAM SOCIAL

Ice cream and beverages with contests, raffles and games.

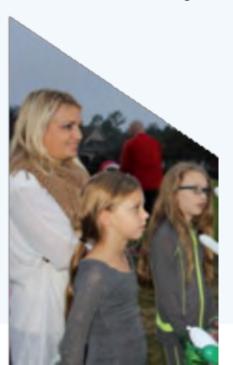
### SPRING FLING

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

### **DIVE-IN MOVIE**

View a movie by the pool with snacks and beverages while you enjoy the show.







# SAMPLE

# **NEWSLETTER**



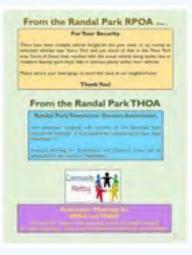






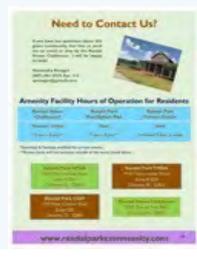












# REFERENCES

GMS prides itself on the timely delivery of quality services to its clients. As a result, our clients as well as the other CDD industry professionals have come to recognize and appreciate the quality of the services we provide. GMS encourages its prospective clients to call our references and learn what other district supervisors, developers, attorneys, engineers, and financial professionals are saying about us. The following table contains just a few of the clients and professionals who are pleased to serve as our references:

## **Glenn Roberts**

Chair, Dupree Lakes CDD 22598 Cherokee Rose Place Land O'Lakes, FL 34639 (502) 741-8013 seat4@dupreelakescdd.org

# Kristen Brooks

Chair, Belmont CDD 10109 Count Fleet Drive Ruskin, FL 33573 (404) 723-1245 boardmember5@belmontcdd.com

# **Paul Cilia**

Chair, Forest Brooke CDD 5019 Grist Mill Court Wimauma, FL 33598 (813) 419-8115 <a href="mailto:seat3@forestbrookecdd.org">seat3@forestbrookecdd.org</a>

# Liz Camacho

Chair, Creek Preserve CDD 16854 Delia Street Wimauma, FL 33598 (646) 725-6796 seat3@creekpreservecdd.com

# **Gerald Barkholz**

Chair, Palms of Terra Ceia Bay CDD 2925 Terra Ceia Bay Blvd., Unit 2904 Palmetto, FL 34221 (941) 705-6329 jerrybarkholz@gmail.com

# **Mark Hardee**

Chair, Terra Bella CDD 23963 San Giovanni Drive Land O Lakes, FL 34639 (301) 370-1183 terrabellacddseat5@gmail.com

Table 2-1. District Management & Client Management Experience Summary

GMS Client #	GMS Client Name As of 2025-06-30	Florida State County	General Management	Accounting & Financial Reporting	Recording Secretary	Water / Wastewater Utility	Operations Management/ Amenities
1	Aberdeen	St. Johns	✓	✓	✓		
2	Academical Village	Broward	✓	✓	✓		✓
3	Acree	Duval	✓	✓	✓		
4	Amelia Concourse	Nassau	✓	✓	✓		✓
5	Amelia Walk	Nassau	✓	✓	✓		✓
6	Anabelle Island	Clay	✓	✓	✓		✓
7	Armstrong	Clay	✓	✓	✓		
8	Astonia	Polk	✓	✓	✓		✓
9	Auburn Lakes	Brevard	✓	✓	✓		
10	Bahia Mar	Broward	✓	✓	✓		
11	Ballentrae Hillsborough( Billing ne	Hillsborough	✓	✓	✓		✓
12	Bannon Lakes	St. Johns	✓	✓	✓		
13	Banyan Drive Security Guard Spec	Miami-Dade	✓	✓			
14	Bartram Park	Duval	✓	✓	✓		
15	Bartram Springs	Duval	✓	✓	✓		
16	Bauer Drive	Miami-Dade	✓	✓	✓		
17	Bay Laurel Center	Marion	✓	✓	✓	✓	
18	Baytree	Brevard	✓	✓	✓		✓
19	Baywinds	Miami-Dade	✓	✓	✓		✓
20	Beacon Tradeport	Miami-Dade	✓	✓	✓		
21	Bella Collina	Lake	✓	✓	✓	✓	✓
22	Bella Tara	Osceola	<b>√</b>	✓	✓		
23	Bellagio	Miami-Dade	✓	✓	✓		
24	Belmont	Hillsborough	✓	✓	✓		✓
25	Belmont- Interlocal	Hillsborough	✓	✓	✓		
26	Bent Creek	St. Lucie	<b>√</b>	<b>√</b>	<b>√</b>		
27	Biscayne Drive Estates	Miami-Dade	<b>*</b>	<b>√</b>	<b>√</b>		
28	Bonita Village	Lee	<b>√</b>	<b>√</b>	<b>√</b>		,
29	Bonnet Creek	Orange	<b>√</b>	<b>√</b>	<b>√</b>		✓
30	Botaniko	Broward	<b>√</b>	<b>√</b>	<b>√</b>		,
31 32	Bradbury	Polk St. Johns	<b>*</b>	<b>√</b>	<b>√</b>		✓
33	Brandy Creek Bridgewalk	Osceola Osceola	<b>∀</b>	<b>∀</b>	<b>∀</b>		✓
34	Bridgewater	Polk	<b>▼</b>	<b>∀</b>	<b>∀</b>		<b>∀</b>
35	By-The-Sea Security Guard Specia	Miami-Dade	<b>√</b>	<b>√</b>	<u>,                                     </u>		·
36	Campo Bello	Miami-Dade	<b>→</b>	<b>√</b>	✓		
37	Candler Hills East	Marion	<b>√</b>	<b>∀</b>	<b>∀</b>		
38	Canopy	Leon	<b>→</b>	<b>√</b>	<b>*</b>		
39	Capital Region	Leon	<b>√</b>	<b>√</b>	<b>√</b>		
40	Central Lake	Lake	<b>√</b>	<b>√</b>	<b>*</b>	✓	
41	Centre Lake	Miami-Dade	· ✓	<b>√</b>	· ✓		✓
42	ChampionsGate	Osceola	<b>√</b>	√ ·	· ✓		
43	ChampionsGate Condominium Pr	Osceola	<b>✓</b>	<b>✓</b>	· ✓		
44	ChampionsGate Villas Building 1 C	Osceola	1	<b>√</b>	<b>✓</b>		
45	Chapel Creek	Pasco	<b>✓</b>	<b>✓</b>	✓		✓
	, , , , , ,						



GMS Client #	GMS Client Name As of 2025-06-30	Florida State County	General Management	Accounting & Financial Reporting	Recording Secretary	Water / Wastewater Utility	Operations Management/ Amenities
46	Cheswick South	Clay	<b>√</b>	<b>√</b>	<b>√</b>		
47	City of Coral Gables**	Miami-Dade	✓	✓			
48	Coastal Ridge	Duval	✓	✓	✓		
49	Coconut Cay	Miami-Dade	✓	✓	✓		✓
50	Cocoplum Lights	Miami-Dade	✓	✓			
51	Cocoplum Security Roving Specia	Miami-Dade	✓	✓			
52	Copper Creek	St. Lucie	✓	✓	✓		✓
53	Copper Oaks	Lee	✓	✓	✓		
54	Coquina Shores	Flagler	✓	✓	✓		
55	Coral Bay	Broward	✓	✓	✓		✓
56	Coral Keys Homes	Miami-Dade	✓	✓	✓		
57	Cordova Palms	St. Johns	✓	✓	✓		✓
58	County Road 33	Polk	✓	✓	✓		
59	Creek Preserve	Hillsborough	✓	✓	✓		✓
60	Creekside	St. Lucie	✓	✓	✓		
61	Crossings	Osceola	✓	✓	✓		✓
62	Crossroads Village Center	Polk	✓	✓	✓		
63	Crosswinds East	Polk	✓	✓	✓		✓
64	Crystal Cay	Miami-Dade	✓	✓	✓		
65	Cypress Bluff	Duval	✓	✓	✓		
66	Cypress Cove	Broward	✓	✓	✓		✓
67	Cypress Park Estates	Polk	✓	✓	✓		✓
68	Cypress Ridge	Hillsborough	✓	✓	✓		✓
69	Darby	Duval	✓	✓	✓		
70	Davenport Road South	Polk	✓	✓	✓		✓
71	Davis Reserve	Polk	✓	✓	✓		✓
72	Deer Island	Lake	<b>√</b>	✓	✓		✓
73	Deer Run	Flagler	✓	✓	✓		✓
74	Dewey Robbins	Lake	✓	✓	✓		
75	Double Branch	Clay	✓	✓	✓		-
76	Dowden West	Orange	<b>√</b>	<b>√</b>	<b>√</b>		<b>√</b>
77	Downtown Doral	Miami-Dade	<b>√</b>	<b>√</b>	✓		
78	Downtown Doral South	Miami-Dade	<b>√</b>	<b>√</b>	<b>√</b>		<b>√</b>
79	Dunes	Flagler	<b>*</b>	<b>√</b>	<b>√</b>		,
80	Dupree Lakes	Pasco	<b>√</b>	<b>√</b>	<b>√</b>		<b>√</b>
81	Durbin Crossings	St. Johns	<b>*</b>	<b>√</b>	<b>√</b>		
82 83	Eagle Hammock	Polk Manatee	<b>✓</b>	<b>√</b>	<b>√</b>		<b>✓</b>
84	Eagle Pointe East 547	Polk	<b>▼</b>	<b>∀</b>	<b>∀</b>		<b>▼</b>
85	Eden Hills	Polk	<b>∀</b>	<b>∀</b>	<b>∀</b>		<b>∀</b>
86	Elevation Pointe	Orange	<b>▼</b>	<b>∀</b>	<b>∀</b>		*
87	Enclave At Black Pointe Marina	Miami-Dade	<b>▼</b>	<b>∀</b>	<b>∀</b>		✓
88	Epcore	Miami-Dade	<b>▼</b>	<b>∀</b>	<b>▼</b>		•
89	Estancia at Wiregrass	Pasco	<b>▼</b>	<b>∀</b>	<b>∀</b>		✓
90	Eureka Grove	Miami-Dade	· ✓	<b>√</b>	<b>√</b>		
30		am Dade	<u> </u>	Ť	Ť		



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91	Falcon Trace	Orange	✓	✓	✓		✓
92	Forest Brooke	Hillsborough	✓	✓	✓		✓
93	Founders Ridge	Lake	✓	✓	✓		
94	Fronterra (Starts Oct 1)	Collier	✓	✓	✓		
95	Gardens at Hammock Beach	Flagler	✓	✓	✓		
96	GIR East	Osceola	✓	✓	✓		
97	Golden Gem	Lake	✓	✓	✓		
98	Grand Oaks	St. Johns	✓	✓	✓		
99	Grande Pines	Orange	✓	✓	✓		✓
100	Green Corridor	Multiple	✓	✓			
101	Griffin Lakes	Broward	✓	✓	✓		✓
102	Hamilton Bluff	Polk	✓	✓	✓		
103	Hammock Lake Banyan Dr. Securi	Miami-Dade	✓	✓			
104	Hammock Lakes Security Guard S	Miami-Dade	✓	✓			
105	Hammock Oaks Golf and RV Resor	Sumter	✓	✓	✓		✓
106	Hammock Oaks Harbor Security G	Miami-Dade	✓	✓			
107	Hammock Reserve	Polk	✓	✓	✓		✓
108	Harbor Bay	Hillsborough	✓	✓	✓		
109	Hartford Terrace	Polk	✓	✓	✓		✓
110	Hemingway Point	Broward	✓	✓	✓		✓
111	Heritage Park	St. Johns	✓	✓	✓		✓
112	Heron Isles	Nassau	✓	✓	✓		
113	Hickory Tree	Osceola	✓	✓	✓		
114	Hicks Ditch	Lake	✓	✓	✓		
115	Highland Meadows	Polk	✓	✓	✓		✓
116	Highland Meadows West	Polk	✓	✓	✓		✓
117	Holly Hill Road East	Polk	✓	✓	✓		✓
118	Hollywood Beach 1	Broward	✓	✓	✓		
119	Horseshoe Creek	Polk	✓	✓	✓		
120	Hunt Club Grove	Polk	✓	✓	✓		✓
121	Indigo	Volusia	✓	✓	✓		
122	Indigo East	Marion	✓	✓	✓		
123	Islands of Doral III	Miami-Dade	✓	✓	✓		
124	Isle of Bartram Park	St. Johns	✓	✓	✓		
125	Jennings Farms HOA	Clay	✓				
126	Kepler Road	Volusia	✓	✓	✓		
127	Kingman Gate	Miami-Dade	✓	✓	✓		✓
128	Kings Bay Security Guard Special	Miami-Dade	✓	✓			
129	Knightsbridge	Osceola	✓	✓	✓		✓
130	Lake Ashton	Polk	✓	✓	✓		
131	Lake Ashton II	Polk	✓	✓	✓		
132	Lake Deer	Polk	✓	✓	✓		✓
133	Lake Emma	Lake	✓	✓	✓		✓
134	Lake Harris	Lake	✓	✓	✓		✓
135	Lake Lizzie	Osceola	✓	✓	✓		✓



GMS Client #	GMS Client Name As of 2025-06-30	Florida State County	General Management	Accounting & Financial Reporting	Recording Secretary	Water / Wastewater Utility	Operations Management/ Amenities
136	Lake Mattie Preserve	Polk	✓	✓	✓		
137	Lakes by the Bay South	Miami-Dade	✓	<b>✓</b>	✓		✓
138	Lakeside Plantation	Sarasota	✓	1	✓		
139	Landings	Flagler	✓	✓	✓		
140	Landings At Miami Beach	Miami-Dade	✓	✓	✓		
141	Lawson Dunes	Polk	✓	✓	✓		✓
142	Live Oak Lake	Osceola	✓	✓	✓		✓
143	Lucaya	Lee	✓	✓	✓		
144	Lucerne Park	Polk	✓	✓	✓		✓
145	Mainstreet at Coconut Street	Miami-Dade	✓	✓	✓		
146	Majorca Isles	Miami-Dade	✓	✓	✓		
147	Mayfair	Brevard	✓	✓	✓		
148	McJunkin At Parkland	Broward	✓	✓	✓		
149	Meadowview At Twin Creeks	St. Johns	✓	✓	✓		
150	Mediterranea	Palm Beach	✓	✓	✓		
151	Metropica	Broward	✓	✓	✓		
152	Middle Village	Clay	✓	✓	✓		
153	Mirada (Lee)	Lee	✓	✓	✓		
154	Mirada (Pasco)	Pasco	✓	✓	✓		✓
155	Narcoossee	Orange	✓	✓	✓		✓
156	Newtown Road	Miami-Dade	✓	✓	✓		
157	North Boulevard	Polk	✓	✓	✓		✓
158	North Dade	Miami-Dade	✓	✓	✓		
159	North Powerline Road	Polk	✓	✓	✓		✓
160	North Springs	Broward		✓	✓	✓	
161	Northern Riverwalk	Palm Beach	✓	✓	✓		
162	Oakridge	Broward	✓	✓	✓		
163	Ocean Gate	Miami-Dade	✓	✓	✓		
164	Old Cutler Bay Security Guard Spe	Miami-Dade	✓	✓			
165	Old Hickory	Osceola	✓	✓	✓		✓
166	Orchid Grove	Broward	✓	✓	✓		✓
167	Osceola Chain of Lakes	Osceola	✓	✓	✓		✓
168	отс	Duval	✓	✓	✓		
169	Palm Coast Park	Flagler	✓	✓	✓		
170	Palm Glades	Miami-Dade	✓	✓	✓		✓
171	Palms of Terra Ceia Bay	Manatee	✓	✓	✓		
172	Park Creek	Hillsborough	✓	✓	✓		✓
173	Parkside Trails	Lake	✓	✓	✓		
174	Peace Creek	Polk	✓	✓	✓		✓
175	Peace Creek Village	Polk	✓	✓	✓		✓
176	Pine Air Lakes	Collier	✓	✓	✓		✓
177	Pine Bay Estates Security Roving	Miami-Dade	✓	✓			
178	Pine Isles	Miami-Dade	✓	✓	✓		
179	Pine Ridge Plantation	Clay	✓	✓	✓		
180	Poinciana	Polk	✓	✓	✓		✓



GMS Client #	GMS Client Name As of 2025-06-30	Florida State County	General Management	Accounting & Financial Reporting	Recording Secretary	Water / Wastewater Utility	Operations Management/ Amenities
181	Poinciana West	Polk	√	<b>√</b>	<b>√</b>	, i	1
182	Pollard Road	Polk	<b>*</b>	<b>∀</b>	<b>∀</b>		· · ·
183	Portofino Isles	St. Lucie	<b>→</b>	<b>∀</b>	<b>*</b>		
184	Portofino Landings	St. Lucie	· ·	<b>*</b>	<b>*</b>		_
185	Portofino Shores	St. Lucie	<b>→</b>	<b>,</b>	• •		v ✓
186	Portofino Springs	Lee	<b>→</b>	<b>*</b>	<b>*</b>		· ·
187	Portofino Vineyards	Lee	<b>→</b>	<b>,</b>	• •		
188	Portofino Vista	Osceola	<b>*</b>	<b>▼</b>	<b>*</b>		
189	Preston Cove	Osceola	<b>→</b>	<b>,</b>	• •		✓
190	Princeton Commons	Miami-Dade	<b>→</b>	<b>*</b>	· ·		Y
191	Quail Roost	Miami-Dade	<b>∀</b>	<b>∀</b>	<b>∀</b>		✓
191	Ranches at Lake McLeod	Polk	<b>*</b>	<b>∀</b>	<b>*</b>		· · ·
192	Randal Park		<b>∀</b>	<b>∀</b>	<b>∀</b>		<b>∀</b>
193	Randal Park POA *	Orange	<b>*</b>	<b>∀</b>	•		Υ
		Orange	·				
195	Randal Park THOA *	Orange	<b>√</b>	<b>√</b>			
196	Randal Walk HOA-	Orange Osceola	<b>✓</b>	<b>√</b>			
197	Remington				<b>√</b>		✓
198	Reserve	St. Lucie	<b>√</b>	<b>√</b>	<b>√</b>	✓	
199	Reserve II	St. Lucie	<b>√</b>	<b>√</b>	✓		
200	Residences at Tohoqua Communit	Osceola	<b>√</b>	<b>√</b>			
201	Reunion East	Osceola	<b>V</b>	<b>√</b>	<b>V</b>		<b>√</b>
202	Reunion West	Osceola	<b>√</b>	<b>√</b>	<b>√</b>		· ·
203	Rhodine Road North	Hillsborough	<b>√</b>	<b>√</b>	<b>√</b>		· ·
204	Ridges at Apopka	Orange	<b>√</b>	<b>√</b>	<b>√</b>		✓
205	Ridgewood Trails	Clay	<b>*</b>	<b>√</b>	<b>V</b>		
206	River Place On The St. Lucie	St. Lucie	<b>√</b>	<b>√</b>	<b>√</b>		<b>√</b>
207	Riverbend	Hillsborough	<b>V</b>	<b>√</b>	<b>V</b>		
208	Rivercrest	Hillsborough	<b>√</b>	<b>√</b>	<b>√</b>		✓
209	Rivers Edge	St. Johns	<b>V</b>	<b>√</b>	<b>√</b>		
210	Rivers Edge II	St. Johns	<b>√</b>	<b>√</b>	<b>√</b>		
211	Rivers Edge III	St. Johns	<b>√</b>	<b>√</b>	<b>√</b>		
212	Riverwalk	Orange	<b>√</b>	<b>√</b>	<b>√</b>		✓
213	Rolling Hills	Clay	<b>V</b>	<b>√</b>	<b>V</b>		
214	Rolling Oaks	Osceola	<b>√</b>	<b>√</b>	<b>√</b>		<b>√</b>
215	Sabal Palm	Broward	<b>√</b>	✓	<b>√</b>		✓
216	Sampson Creek	St. Johns	✓	✓	✓		
217	San Simeon	Miami-Dade	<b>V</b>	<b>√</b>	<b>V</b>		<b>√</b>
218	Sandmine Road	Polk	<b>√</b>	<b>√</b>	<b>√</b>		✓
219	Sawyer's Landing	Miami-Dade	<b>V</b>	<b>√</b>	<b>V</b>		
220	Scenic Highway	Polk	<b>√</b>	<b>√</b>	<b>√</b>		√
221	Scenic Terrace North	Polk	<b>V</b>	<b>√</b>	<b>V</b>		<b>√</b>
222	Scenic Terrace South	Polk	<b>√</b>	<b>√</b>	<b>√</b>		<b>√</b>
223	Seaton Creek Reserve	Duval	<b>√</b>	✓	✓		✓
224	Sedona Point	Miami-Dade	<b>√</b>	<b>√</b>	✓		
225	Seminole Palms of Flager*	Flagler	✓	✓			



GMS Client #	GMS Client Name As of 2025-06-30	Florida State County	General Management	Accounting & Financial Reporting	Recording Secretary	Water / Wastewater Utility	Operations Management/ Amenities
226	Shingle Creek	Osceola	<b>√</b>	✓	✓		✓
227	Shingle Creek At Bronson	Osceola	✓	✓	✓		✓
228	Siena North	Miami-Dade	✓	✓	✓		
229	Silver Palms	Miami-Dade	✓	✓	✓		
230	Six Mile	Clay	✓	✓	✓		✓
231	Snapper Creek Lakes Security Gua	Miami-Dade	✓	✓			
232	Solterra	Miami-Dade	✓	✓	✓		
233	South Village	Clay	✓	✓	✓		
234	South-Dade Venture	Miami-Dade	✓	✓	✓		
235	St. Augustine Lakes	St. Johns	✓	✓	✓		
236	Stillwater	St. Johns	✓	✓	✓		
237	Stoneybrook South	Osceola	✓	✓	✓		✓
238	Stoneybrook South At CG	Osceola	✓	✓	✓		✓
239	Stoneybrook West	Orange	✓	✓	✓		✓
240	Storey Creek	Osceola	✓	✓	✓		✓
241	Storey Drive	Orange	✓	✓	✓		✓
242	Storey Park	Orange	✓	✓	✓		✓
243	Summit View	Pasco	✓	✓	✓		✓
244	Summit View II	Pasco	✓	✓	✓		
245	Sunrise Harbour Security Guard S	Miami-Dade	✓	✓			
246	Talis Park	Collier	✓	✓	✓		✓
247	Tapestry	Osceola	✓	✓	✓		✓
248	Terra Bella	Pasco	✓	✓	✓		✓
249	Tesoro	St. Lucie	✓	✓	✓		✓
250	The Crossings At Fleming Island	Clay	✓	✓	✓	✓	
251	TIFA	Brevard	✓	✓	✓		
252	Tison's Landing	Duval	✓	✓	✓		
253	Tohoqua	Osceola	✓	✓	✓		✓
254	Tohoqua Crossings Townhomes H	Osceola	✓	<b>√</b>			
255	Tohoqua Master Association *	Osceola	✓	✓			
256	Tohoqua Reserve *	Osceola	<b>√</b>	<b>√</b>			
257	Tolomato	St. Johns	<b>√</b>	✓	✓		
258	Towne Park	Polk	<b>√</b>	<b>√</b>	✓		✓
259	Townhomes at Tohoqua *	Osceola	<b>√</b>	<b>√</b>	,		
260	Tranquility	Brevard	<b>√</b>	<b>√</b>	<b>√</b>		
261	Turnbull Creek	St. Johns	<b>√</b>	<b>√</b>	<b>√</b>		
262	Turtle Run	Broward	<b>✓</b>	<b>√</b>	<b>√</b>		✓
263	Varenda Landing	Orange			<b>√</b>		
264	Veranda Landing	St. Lucie	<b>✓</b>	<b>√</b>	<b>√</b>		
265 266	Verano #2	St. Lucie St. Lucie					
	Verano #2		<b>✓</b>	<b>√</b>	<b>√</b>		
267 268	Verano #4	St. Lucie St. Lucie	<b>✓</b>	<b>✓</b>	<b>✓</b>		
269	Verano #4 Verano #5	St. Lucie	<b>√</b>	<b>∀</b>	<b>∀</b>		
270	Verano Center	St. Lucie	<b>▼</b>	<b>∀</b>	<b>∀</b>		
210	Verallo Gelitei	Ot. Eucle	*	*	*		



GMS Client #	GMS Client Name As of 2025-06-30	Florida State County	General Management	Accounting & Financial Reporting	Recording Secretary	Water / Wastewater Utility	Operations Management/ Amenities
271	Viera East	Brevard	<b>√</b>	✓	<b>√</b>		
272	Villa Portofino East	Miami-Dade	✓	✓	✓		
273	Villa Portofino West	Miami-Dade	✓	✓	✓		
274	Villages of Biscayne Park**	Miami-Dade	✓	✓			
275	Villages of Bloomingdale	Hillsborough	✓	✓	✓		✓
276	Villages of Westport	Duval	✓	✓	✓		
277	Villamar	Polk	✓	✓	✓		✓
278	Water Tank Road	Polk	✓	✓	✓		
279	Water's Edge	Manatee	✓	✓	✓		✓
280	Waterford Estates	Charlotte	✓	✓	✓		
281	Waterleaf	Hillsborough	✓	✓	✓		
282	Waterstone	St. Lucie	✓	✓	✓		
283	Weiberg Road	Polk	✓	✓	✓		
284	Wellness Ridge	Lake	✓	✓	✓		✓
285	Westside	Osceola	✓	✓	✓		✓
286	Westside Haines City	Polk	✓	✓	✓		
287	Westview North	Miami-Dade	✓	✓	✓		✓
288	Westwood OCC	Orange	✓	✓	✓		
289	White Clay	Polk	✓	✓	✓		
290	Wilford Preserve	Clay	✓	✓	✓		✓
291	Willow Creek	Brevard	✓	✓	✓		✓
292	Willow Creek II	Brevard	✓	✓	✓		
293	Willowbrook	Polk	✓	✓	✓		
294	Wind Meadows South	Polk	✓	✓	✓		✓
295	Windsor at Westside	Osceola	✓	✓	✓		✓
296	Windsor Cay	Lake	✓	✓	✓		✓
297	Windward	Osceola	✓	✓	✓		✓
298	Woodland Crossing	Sumter	✓	✓	✓		
299	Woodland Ranch Estates	Polk	✓	✓	✓		
300	Woodlands Section 9	Broward	✓	✓	✓		
301	Wynnfield Lakes	Duval	✓	✓	✓		
302	Wynnmere West	Hillsborough	✓	✓	✓		✓
303	Yarborough Lane	Polk	✓	✓	✓		
304	Zephyr Ridge	Pasco	✓	✓	✓		✓
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# RISK MANAGEMENT REQUIREMENTS

_			FICATE OF LIA			210022	- 10	DATE (MMIDD/YYYY) 08/27/2025	
B	HIS CERTIFICATE IS ISSUED AS A CERTIFICATE DOES NOT AFFIRMATI BELOW. THIS CERTIFICATE OF INS REPRESENTATIVE OR PRODUCER, AN	URANC D THE C	OR NEGATIVELY AMEND E DOES NOT CONSTITUTE ERTIFICATE HOLDER.	UTE A	ONTRACT	BETWEEN	VERAGE AFFORDED E THE ISSUING INSURER	BY THE POLICIES (S), AUTHORIZED	
u	MPORTANT: If the certificate holder he terms and conditions of the policy, ertificate holder in lieu of such endors	certain	policies may require an	andorsa	ment. A sta	e endorsed. tement on th	If SUBROGATION IS W is certificate does not c	AIVED, subject to onfer rights to the	
PRO	DOUGER			CONTA	CT Holly I	towe			
	len Risk Solutions, Inc. 64 Devoe Street			PHONE	Transport P	62-8080		(904) 262-1444	
0.5	oksonville FL 32220			ACCOUNT.		zelenrisk.co		1	
ou.	SKEWITHING F L 32220			MSUDE			RONG COVERAGE CE COMPANY	NAISA	
IVBL	URED					Insurance (			
	Governmental Managemen	it Servi	ces-Tamps, LLC	MSURER C : RetailFirst Insurance Company					
	1001 Bradford Way			Maurero					
	Kingston TN 37763			MSURERE					
co	VERAGES CER	TIFICAT	TE NUMBER:	Maure	RF		REVISION NUMBER:		
1	HIS IS TO CERTIFY THAT THE POLICIES	OF INS	URANCE LISTED BELOW H	AVE BEE	N ISSUED TO	THE INSURE	D NAMED ABOVE FOR T	HE POLICY PERIOD	
C	ERTIFICATE MAY BE ISSUED OR MAY I	PERTAIN	THE INSURANCE AFFOR	N OF AN	THE POLICIE	S DESCRIBE	ICCUMENT WITH BENDE	CT TO WHICH THE	
E	ACLUSIONS AND CONDITIONS OF SUCH	POLICIES	5. LIMITS SHOWN MAY HAV	E BEEN	REDUCED BY	PAID CLAIMS	Caracit is position in	O HEE THE TEXAMO.	
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	Total same [K] occur		WS644121		02/27/2025	02/27/2026	MED ENT ANY ON DEPORT	1 100,000 1 5,000	
			1,50,51,61				PERSONAL & ADVINGURY	11,000,000	
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٠	If you describe under DESCRIPTION OF OPERATIONS Letter						EL DISEASE - POLICY LIMIT	1,000,000	
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	rtificate holder is additional insured								
CE	RTIFICATE HOLDER	_		CANC	ELLATION				
	Lakeshore Ranch CDD 4530 Eagle Falls Place			THE	EXPIRATION	N DATE THE	ESCRIBED POLICIES BE COREOF, NOTICE WILL I	ANCELLED BEFORE BE DELIVERED IN	
	Tampa, FL 33619			AUTHO	WEED REPRESE	NIATIVE	Videy M.Z	elen ME>	
	I.			1_					
					m 40	200 2004 40	ORD CORPORATION.		

# COSTOF

# **SERVICES**

# **MANAGEMENT SERVICES**

Management services will be provided for a fixed annual fee.

See Exhibits "A" and "B"

Reimbursable expenses such as copies, postage, courier services, printing, and binding will be billed on a monthly basis. Management fees are invoiced at the beginning of each month and due within 30 days of the invoice date. Subsequent management fees will be established based upon the adoption of the annual operating budget, which will be adjusted to reflect ongoing levels of service.









# **Governmental Månagement Services**

# EXHIBIT "A" - DISTRICT MANAGEMENT FEE SCHEDULE

Services Descriptions	FY '26 Adopted Budget	GMS Fees	GMS Annual Savings
<ul> <li>Management, Administrative, Financial and Revenue Collection, and Accounting Services</li> <li>Annual Fee paid in equal monthly payments (plus, reimbursable expenses)</li> <li>Our Agreement contemplates 12 meetings per year</li> </ul>	\$56,004	\$34,000	\$22,004.00 39.29%
Annual Assessment Administration     (Beginning with the first assessment to individual unit owners, direct assessment, or utilizing tax collector)	\$0	\$2,500	\$-2,500
Information Technology Fees & Annual Website Maintenance  • Annual Fee paid in equal monthly payments (Does not include the cost of the creation of an ADA- compliant website, if applicable. No overage fees due to the number of pages stored by GMS.)	\$2,015	\$3,000	\$-985
<ul> <li>Dissemination Agent Services</li> <li>Annual Fee for 1st Bond Issuance</li> <li>(\$1,000 for each additional series of Bonds)</li> </ul>	\$4,250	\$3,000	\$1,250 29.41%
<ul> <li>Field Management Services</li> <li>Annual Fee paid in equal monthly payments (plus, reimbursable expenses)</li> <li>Monthly On-Site Inspections Vendor Coordination         <ul> <li>Two (2) Visits per Month on Average</li> </ul> </li> <li>See Also Onsite Parttime Maintenance</li> </ul>	\$0	\$18,000	\$-18,000
The GMS Proposal  Compared To The Adopted  Fiscal Year '26 Budget  For The  LakeShore Ranch Community Development District	\$62,269	\$60,500	\$1,769 2.84% Savings



# **Governmental Management Services**

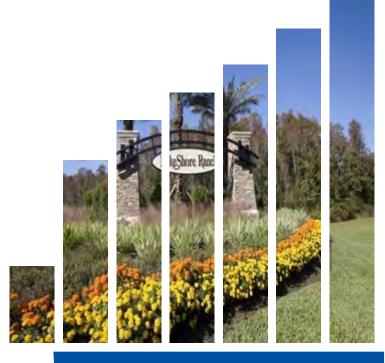
# EXHIBIT "B" - MISCELLANEOUS FEES SCHEDULE

ltem	Cost
Agenda Package Hardcopy (if Applicable)	\$2.50 per regular Agenda Mtg
Сору	\$0.15 / black and white page
Binders, Envelopes, Storage Boxes, and other Office Supplies	Actual Cost
USPS / FedEx / UPS / Conference Calls	Actual Cost
Offsite Physical Records Storage and Archival	\$50.00 / Month
Additional Services Available:	Cost
<ul> <li>Other Services **</li> <li>New Bond Issuance Cost (per bond issue)</li> <li>Refinance Bond Issuance Cost (per bond issue)</li> <li>Debt Service Assessment Methodology Preparation</li> <li>SERC Preparation &amp; Assistance w/ Petition</li> <li>Prepaid Estoppel Letter - One Lot</li> <li>Prepaid Estoppel Letter - Multiple Lots</li> <li>Prepaid Estoppel Letter - Partial Payoffs</li> <li>Annual Construction Accounting Fee (while active)</li> <li>Annual Fee of \$1,000 For Each Additional Bond Series</li> </ul>	\$ 25,000 \$ 20,000 \$ 20,000 \$ 5,000 \$ 100 \$ 250 \$ 500 \$ 5,000 \$ 1,000
Other Requested Administrative Services As Requested By Bondholders, Dissemination Agent, District Counsel, or Boards of Supervisors  District Manager District Accountant District Administration Field Operations Manager	\$ 175/Hour \$ 125/Hour \$ 80/Hour \$ 85/Hour
One-Time Conversion Fee:  To recreate historical Accounting and Administrative Records Needed For The Transition.	Included
Computer Time Fee:	Included
<ul> <li>For Access to Financial Systems Used To Perform District Accounting Services</li> </ul>	
For Access to Financial Systems Used To Perform	Available Services To Be Discussed

Miscellaneous fees are reviewed annually by GMS. An itemization of all miscellaneous fees and units consumed is included in the monthly invoice and presented to the Board of Supervisors for approval as part of the agenda packages. GMS strives to work with the District to minimize reimbursable expenses by utilizing electronic agendas and similar approaches.

# TO THE BOARD OF SUPERVISORS OF THE

# LakeShore Ranch CDD





YOU

Serving

FLORIDA'S

Communities













# SECTION V Subsection B

# GMS

# WORK AUTHORIZATION FOR AMENITY MANAGEMENT SERVICES

This Work Authorization is issued pursuant to the Management Agreement between LakeShore Ranch Community Development District ("District") and Governmental Management Services-Tampa, LLC ("Manager" or "GMS"), dated September 9<sup>th</sup>, 2025. In accordance with Section 12 (Amendments and Changes) and the Agreement's provisions regarding annual fee adjustments as approved in the District's adopted budget, this Work Authorization expands the District Management Services to include Amenity Management Services as detailed below.

This Work Authorization shall become effective as of October 1<sup>st</sup>, 2025, and shall remain in effect until terminated or otherwise modified pursuant to the terms of the Management Agreement and all duly adopted budget adjustments.

#### EXHIBIT A - AMENITY MANAGEMENT FEE SCHEDULE:

Amenity Management Services Descriptions	GMS FY '26 Fees
Amenity Management Services	
<ul> <li>Amenity Center Open 7 Days A Week Year-Round (Excludes Easter, Thanksgiving, Christmas, and New Years)</li> </ul>	\$122,057
Annual Fee paid in equal monthly payments	
Lifestyle Amenity Services	
One (1) On-Site Full-Time Amenity Director	
Amenity Attendants	
<ul> <li>On-Site Part-Time Amenity Attendants to support amenity center staffing and events not to exceed 1,096 hours per year, charged as incurred.</li> </ul>	
<ul> <li>Any budget overage for extra events will be discussed with the Board for preapproval.</li> </ul>	
<ul> <li>Additional Event Hours are available and invoiced at \$25.00/Hour, pending District Manager or Board Approval.</li> </ul>	
The GMS Proposed Fees For The LakeShore Ranch Community Development District	\$122,057

# Governmental Management Services-Tampa, LLC.

Jason Greenwood
Managing Partner

## LakeShore Ranch Community Development District

Chair, Board of Supervisors

2025-08-29

Signature Date

2025-08-29

Signature Date

LakeShore Ranch CDD - Amenity Management Work Authorization - 2025-10-01.doc

ORLANDO 219 E. Livingston St. Orlando, FL 32801 (407) 841-5524

ORLANDO 6200 Lee Vista Boulevard Suite 300 Orlando, FL 32822 (407) 841-5524 ST. AUGUSTINE 475 West Town Place Suite 114 St. Augustine, FL 32092 (904) 940-5850 FT. LAUDERDALE 5385 N. Nob Hill Roa Sunrise, FL 33351 (954) 721-8681 <u>TAMPA</u> 4530 Eagle Falls PI Tampa, FL 33619 (813) 344-4844 PALM COAST 393 Palm Coast Parkway SW Suite 4 Palm Coast, FL 32137 (904) 940-5850 KNOXVILLE 1001 Bradford Way Kingston, TN 37763 (865) 717-7700 Page 2 of 2



# GOVERNMENTAL MANAGEMENT SERVICES COMPANY PROFILE

[ 32 PAGES TO FOLLOW ]



## **Governmental Management Services**

#### Serving Florida's Communities

August 4th, 2025

LakeShore Ranch Community Development District c/o Mr. Michael Broadus, District Counsel Straley Robin Vericker, P.A. 1501 W. Cleveland Street Tampa, Florida 33606 Via email to mbroadus@srvlegal.com

RE: Proposal for Amenity Management Services

Dear Mr. Broadus:

Governmental Management Services-Tampa L.L.C. ("GMS") is pleased to provide for your review our Proposal associated with providing Amenity Management Services to the LakeShore Ranch Community Development District ("CDD"). We believe the Proposal demonstrates that we are the best choice for this project. Here are some of the reasons why:

- We are the leader in the Community Development District industry. We provide district management services to 275+ CDDs across the State of Florida.
- We have a team of management, financial, administrative, and operations professionals who are extremely qualified to provide these services and meet time and budget requirements.
- We have a proven approach, methodology, and philosophy towards providing these services that reflect our commitment and ability to deliver comprehensive services that exceed the expectations of our clients.
- We also have the ability to respond to individual client needs efficiently, effectively, and professionally. Our approach to providing the services for each of the responsibilities described in this RFP is to fully understand them and provide them in a manner that meets all the statutory requirements, customized to the approach preferred by the Board of Supervisors.

We thank you for this opportunity to submit our Proposal and would be happy to provide any additional information if requested. Please feel free to contact me at (865) 603-5101 or via email at <a href="mailto:DMossing@gmstnn.com">DMossing@gmstnn.com</a> if you have any questions or need additional information.

Sincerely,

Darrin Mossing GMS President

Darrin Mossing

**Enclosures** 

ORLANDO 219 E. Livingston St. Orlando, FL 32801 (407) 841-5524 ORLANDO 6200 Lee Vista Boulevard Suite 300 Orlando, FL 32822 (407) 841-5524 ST. AUGUSTINE 475 West Town Place Suite 114 St. Augustine, FL 32092 (904) 940-5850

FT. LAUDERDALF 5385 N. Nob Hill Road Sunrise, FL 33351 (954) 721-8681 TAMPA 4530 Eagle Falls Place Tampa, FL 33619 (813) 344-4844

PALM COAST 393 Palm Coast Parkway SW Suite 4 Palm Coast, FL 32137 (904) 940-5850 KNOXVILLE 1001 Bradford Way Kingston, TN 37763 (865) 717-7700

# Proposal For Amenity Management Services Prepared For The LakeShore Ranch Community Development District:



# GOVERNMENTAL MANAGEMENT SERVICES-TAMPA, LLC



AMENITY
MANAGEMENT
SERVICES

Submitted August 4<sup>th</sup>, ,2025

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**HOW WE WORK** 

**CONTACT INFORMATION** 

6

**FAMILY OF GMS COMPANIES** 

**OUR GMS TEAM** 

**YOUR** LAKESHORE RANCH CDD TEAM

**SERVICES** 

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**REFERENCES** 

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**EXPERIENCE SUMMARY** 

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**COST OF SERVICES** 

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**THANK YOU** 

31



# COMPANY

# INFORMATION

Governmental **Services** Management ("GMS") is a family of limited liability companies that was established for the purpose of providing district management services to Special Taxing Districts. With encouragement from industry professionals and the development community, GMS was created to provide an alternative to the existing district management companies. GMS currently has offices in St. Cloud, Orlando, Tampa, Sunrise, Miami, Tallahassee, Port St. Lucie, St. Augustine, Palm Coast, Florida, and Knoxville, Tennessee. Company personnel who would be providing services are generally determined by geography of the District and required services. However, everyone at GMS works together to provide the most efficient, effective and comprehensive management services possible. GMS currently manages over 275 Community Development Districts across the State of Florida and fully understands the requirements of Chapter 190. As described in Section 3, the personnel at GMS are very well known and respected by people involved with Community Development Districts. Many of the personnel have worked with Investment Bankers, Bond Counsel, District Counsel, Engineers, Developers, and Boards Supervisors across the State of Florida.

They have provided management, financial, administrative, and operational services to over 275 special taxing districts and homeowners associations. Our greatest strength is our ability to respond to individual client needs quickly, efficiently and professionally.

GMS WAS ESTABLISHED TO
PROVIDE THE MOST EFFICIENT,
EFFECTIVE AND
COMPREHENSIVE MANAGEMENT
SERVICES FOR COMMUNITY
DEVELOPMENT DISTRICTS IN THE



# HOW WE WORK

Established in 2004, Governmental Management Services has over 250 full-time and part-time employees and has offices across the State of Florida. Services are provided by seasoned professionals with well over 1,000 years of combined Community Development District management experience. Our commitment to serving our clients and providing the most efficient, effective, and comprehensive management services for Community Development Districts continues to fuel our growth.

#### Statement of Qualifications

GMS is the best-qualified provider of district management services because of the experience of the personnel who will be providing the management services for the District. GMS brings a wealth of experience in management, administration, accounting, financial reporting, field operations, and assessment certifications.

GMS focuses exclusively on the services necessary for the proper management of Community Development Districts. Our staff includes managers, accountants, financial analysts, recording secretaries, and operations managers all with experience with Community Development Districts and other special districts. We offer integrated management services including:

- General Management
- Recording Secretary Services
- Accounting and Financial Reporting
- Assessment Roll Administration Field Operations Management
- Amenity Management
- Facility Maintenance
- Dissemination Agent Services
- Utility Billing
- Other Services

#### FULLY INTEGRATED SERVICES



These management services are being provided by the principals of GMS to over 275 Community Development Districts in 25 counties across the State of Florida.



## **MISSION**

The goal of GMS is to provide the most efficient, effective, and comprehensive management services for Community Development Districts in the State of Florida.



#### **CORE VALUES**

Governmental Management Services' greatest strength is its ability to respond to individual client needs quickly, efficiently, and professionally. Listed below are our GMS core values:



# **Customer Commitment**

We keep customer needs at the center of all that we do to provide a superior customer experience.



## Integrity

We are honest, open, ethical, and fair.

People trust us to do what's right.



#### **Teamwork**

We win together, not alone.

We work together, across divisions, to meet the needs of our customers.



#### **Passion and Drive**

We are proud of the services we provide.

We play to win and strive to help our customers do the same.



## **Empower Individuals**

Our employees set us apart.

We value our employees, encourage their development, and reward their performance.



#### Quality

Details matter.

We provide consistent and unsurpassed service that, together, deliver premium value to our customers.

# CONTACT

# INFORMATION

#### **Corporate Office:**

1001 Bradford Way Kingston, TN 37763 (865) 717-7700

As the largest CDD Management firm in the State of Florida, GMS is prepared to provide all CDD Management services directly and does not contemplate the need to subcontract services.



# GMS - Central Florida

219 E. Livingston St. Orlando, FL 32801 (407) 841-5524

## **GMS - Tampa**

4530 Eagle Falls Place Tampa, Florida 33619 (813) 344-4844

435 10<sup>th</sup> Avenue West, Suite 200 Tampa, Florida 34221

# GMS - South Florida

5385 Nob Hill Road Sunrise, FL 33351 (954) 721-8681

# GMS - North Florida

475 West Town Place, Suite 114 St. Augustine, FL 32092 (904) 940-5850

50 Ellis Street, Suite 208 St. Augustine, FL 32095 (904) 288-7667

393 Palm Coast Parkway SW, Suite 4 Palm Coast, FL 32137

We have additional satellite offices throughout the State of Florida

# DARRIN MOSSING

PRESIDENT

# KEITH NELSON CHIEF OPERATING

OFFICER

COMPLIANCE TRAINING, & CORPORATE FINANCE HUMAN RESOURCES, RECRUITING, TRAINING,

# NORTH FLORIDA

CENTRAL FLORIDA

SOUTH FLORIDA

RIVERSIDE (NF) ALISON MOSSING VICE PRESIDENT

VICE PRESIDENT PATTI POWERS

VICE PRESIDENT GEORGE FLINT

MANAGING PARTNER JIM OLIVER

# MANAGING PARTNER JASON GREENWOOD TAMPA

# MANAGEMENT DISTRICT

ACCOUNTING

MANAGEMENT JAL BURNS, MANAGING PARTNER

DISTRICT

ACCOUNTING

MANAGEMENT

DISTRICT

ACCOUNTING

AMENITIES

OPERATIONS

ALISON MOSSING
 TIMI WRIGHT
 NATALE CLEM

KAYLA RINKER
 ANDREW BEVIS
 & 18 OTHERS

CHRISTIAN BIROL
CHRISTIAN DELLINGER
JAY SORIANO
JAMES SCHIESZER
RICHARD GRAY

DISTRICT 611

ACCOUNTING

SHARYN HENNING, CPA

 AMANDA FERGUSON
 RICHARD MCGRATH
 BRIAN YOUNG JASON GREENWOOD

HANNAH
 HENRY
 SAVANNA
 SZOZDA

 MATTHEW BAGETTI
 CORBIN DENAGY
 MARLEE GLES
 DANIEL LAUGHLIN
 JAMES PERRY POLVERE
TARA LEE
SUSAN FERRERO

OKSANA KUZMUK BERNADETTE PEREGRINO Topp

JASON SHOWE
 TRICIA ADAMS
 JEREMY LEBRUN
 ROB SZOZDA

KATE COSTA,
 DIRECTOR
 TERESA VISCARRA
 INDHIRA ARAUJO
 LISA CRUZ
 NANCY SOLER
 ZURYI YAN
 CAROL WRIGHT
 8 6 OTHERS

PAUL WINKELJOHN
 JULIANNA DUQUE
 ANDREW GLL

ANDRESSA PHILLIPE
 BEN QUESADA
 JESUS LORENZO

WASSERMAN, CPA SHARRON RINKUS
 ASHLEY COOPER VICE PRESIDENT

TZIANA CESSNA PATTI POWERS.

• & 2 Отневs JENNIFER

JULIO PADILLA

# ADMINISTRATION

ASSESSMENT

ADMINISTRATION

STACIE VANDERBILT,

ADMINISTRATION

ASSESSMENT

ADMINISTRATION

DIRECTOR
SAMANTHA HAM
BB OTHERS

DARRIN MOSSING JR. MICHAEL CORTESE

JENNIFER MCCONNELL
 LATOYA FLOWERS
 ELLEN ACOSTA
 REGINE LUCAS

RICHARD HANS, VP
 DARRIN MOSSING JR
 DANIEL HARVEY

ADMINISTRATION ASSESSMENT

> LIFEGUARDS ATTENDANTS

MAINTENANCE TIMOTHY CARTER

& POOL

& 2 OTHERS

ADMINISTRATION

NICOLE VIVERITO
 REBECCA SANTOS
 SUSAN YOUNG
 DORIS SANTOS

 COURTNEY HOGGE
 LISA PELKEY
 SARAH SWEETING SHERYL FULKS
 DARRIN MOSSING, JR.
 MARISSA SMARTO ADMINISTRATION

DARRIN MOSSING JR.
 MICHAEL CORTESE
 BRADFORD NELSON

ADMINISTRATION

ASSESSMENT

ALEXANDRA
 WOLFE, CPA

7-15 DISTRICT EMPLOYEES FLEX SCHEDULES

CHRISTINE WELLS
 ALEXANDRA PENAGOS
 & 11 OTHERS

ALAN SCHEERER CLAYTON SMITH MARSHALL TNDALL ROB SZOZDA & 4 OTHERS

AMENITIES MARCIA CALLEJA

OPERATIONS

7-15 DISTRICT
 EMPLOYEES FLEX
 SCHEDULES

PAT SZOZDA
 PATRICK BURGESS
 JASON GITEL
 JULIO PADILLA

AMENITIES

OPERATIONS

30 – 50 OTHERS ON SEASONAL AND/OR FLEX SCHEDULES

LUTHER NEWTON
 MARK CESSNA
 JOSEPH SOMMERS
 & 13 OTHERS

# AMENITIES

AMENITIES BRIAN YOUNG

OPERATIONS

CLAYTON SMITH MICK SHEPPARD

CHRISTIAN DELLINGER
 TERRY GLYNN

# OPERATIONS

- JAY SORIANO - ROBERT BERLIN

MAINTENANCE

· DAN BRADLEY

7

GARETT DUBOIS
 STEVEN WENTZ
 JEFF BACHELOR
 & 3 OTHERS

MAINTENANCE

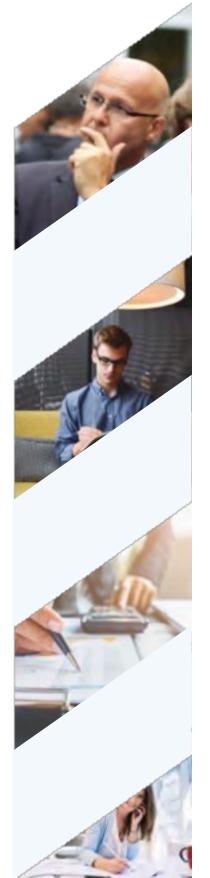
# INFORMATION

Angel Guzman
 Julio Colon
 Abner De Jesus
 Jose Soto
 & 3 Others

# TECHNOLOGY

# www.govmgtsvc.com

# OUR TEAM



Although technology has tremendously impacted how services are provided for nearly every business today, GMS realizes an organization is only as good as the individuals working within it. If an organization is not able to retain hardworking, knowledgeable and dedicated employees that understand their client's needs, it is most certain to fail. It is for this reason that GMS has focused a significant effort on recruiting and retaining the best in the district management industry

#### STATEMENT OF STAFF CONSISTENCY

The District Management Team proposed remains the same for the duration of the contracts. Any changes in the District Management Team will be discussed and approved by the Boards of Supervisors. Members of the management team have worked together for years, and there is complete trust and loyalty in their abilities to provide the most efficient, effective and professional management services possible. In addition, these types of long-term personal relationship among GMS staff are reassuring to our clients because personnel turnover in any organization is extremely detrimental to its ability to provide the necessary services.

"GMS realizes an organization is only as good as the individuals working within it."

# **GMS** District Management **Service Team**

Trusted & Service Oriented



Jason Greenwood Partner. **District Manager** 



**Brian Young District Manager** 



**Hannah Henry District Accounting** 



See Page 7 Of Our Proposal For The Rest Of The **GMS** Organization

**Nicole Viverito District Administration** 





Mick Sheppard **Field Operations** Manager

#### DISTRICT MANAGEMENT:

- · JASON
- GREENWOOD
- AMANDA FERGUSON
- RICHARD
- MCGRATH YOUNG

#### DISTRICT ACCOUNTING:

- · SHARYN HENNING CPA
- HANNAH HENRY · SAVANNA SZOZDA
- ALEXANDRA WOLFE, CPA

#### DISTRICT ADMINISTRATION:

- · NICOLE VIVERITO
- SUSAN YOUNG REBECCA SANTOS
- DORIS SANTOS

#### ASSESSMENT ADMINISTRATION:

- · DARRIN MOSSING
- · MICHAEL CORTESE · BRADFORDNELSON

#### DISTRICT AMENITY MANAGEMENT:

. BRIAN YOUNG . & 14 OTHERS

#### DISTRICT FIELD **OPERATIONS:**

- CLAYTON SMITH
- · MICK SHEPARD

#### DISTRICT FIELD MAINTENANCE:

- · JEFF BACHELOR
- · GARETT DUBOIS STEVENWENTZ
- . & 3 OTHERS

# DISTRICT MANAGEMENT

# **SERVICES**

THE FOLLOWING MANAGEMENT SERVICES ARE TYPICALLY PROVIDED TO ENSURE THE DISTRICT OPERATES IN ACCORDANCE WITH ALL APPLICABLE STATUTES, LAWS, RULES AND REGULATIONS:

- Attend, record, and conduct all regularly scheduled Board of Supervisors Meetings including landowners' meetings, continued meetings, and workshops.
- Present the District's annual budget in accordance with Chapter 190, Florida Statutes.
- Ensure the District is in compliance with administrative and financial reporting for CDDs.
- Correspond and communicate with the Board of Supervisors and Staff to respond to the various needs of the District and Community.
- Review and approve agendas for circulation to the Board of Supervisors.
- Review and approve the annual budget, the annual audit, and monthly disbursements.
- Review annual insurance policy with the District so that it maintains proper insurance coverage.



#### **EDUCATION**

Ohio University, 1988, Bachelor of Science, Major: Accounting

#### **EXPERIENCE**

37+ Years

- President and Founder – GMS Organization
- Corporate
   Operations &
   District Management

# DARRIN MOSSING PRESIDENT

Darrin Mossing is the President and Founder of the GMS organization. Mr. Mossing graduated from Ohio University with a Bachelor's degree in accounting in June 1988 and began his career as a staff accountant on September 1, 1988, for the Indian Trace Community Development District. In November 2004, Mr. Mossing established the GMS organization, which has grown to over 275 CDDs, Homeowners Association, and other Special Taxing Districts across the State of Florida.

# JASON GREENWOOD

# MANAGING PARTNER

Jason Greenwood provides management services to CDDs and property owners associations throughout the State of Florida. Mr. Greenwood has been committed to GMS since 2017, is a licensed Community Association Manager, and operates out of the Tampa, Florida office. Mr. Greenwood has BA degrees in Business and Finance with a minor in Marketing from Ashford University in Clinton, lowa, and an MBA in Business Administration, specialization in Finance, from Lynn University in Boca Raton, Florida.

# RICHARD MCGRATH

# **DISTRICT MANAGER**

#### **EDUCATION**

B.A., Business, Finance, Marketing minor, Ashford University MBA, specialization in Finance, Lynn University

#### **EXPERIENCE**

8+ Years

- District Management
- Assessment Roll Administration

Richard McGrath also provides management services to CDDs throughout the State of Florida. Mr. McGrath is a licensed Real Estate Agent and operates out of our Tampa, Florida Office. He has a wealth of experience in customer service and management. Mr. McGrath earned his Bachelor's Degree in Business Administration from the University of Florida and continued his education by earning his Master's Degree in International Business also from the University of Florida.

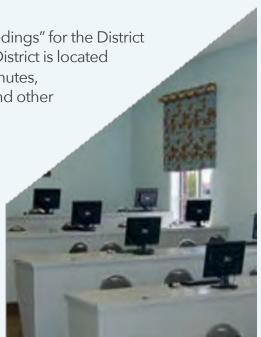
# ADMINISTRATIVE

# **SERVICES**

**Amanda Ferguson** leads our recording administration department. Amanda prepares agenda packages, meeting notices, public records administration, statutory compliance, and various other required administrative services. She is an Administration Management Professional, who has been committed to GMS since its establishment in 2004. Mrs. Ferguson has performed various functions in her 20+ years with GMS; including amenity center management at premier North Florida communities, contract compliance, managing programs and special events, lifeguard management, and transcription of board meetings. Mrs. Ferguson currently provides transcription and administrative services to 20 Community Development Districts in the Tampa Bay, Central Florida, and Southwest Florida Regions. **Nicole Viverito** joined the GMS organization in 2022 as a CDD Recording Administrator; she is known for her compliance discipline and customer service orientation.

# THE FOLLOWING ADMINISTRATIVE SERVICES ARE TYPICALLY PROVIDED TO ENSURE THE DISTRICT OPERATES IN ACCORDANCE WITH ALL APPLICABLE STATUTES, LAWS, RULES AND REGULATIONS:

- Prepare agenda packages for transmittal to Board of Supervisors and staff seven days prior to Board of Supervisors' Meeting.
- Provide minutes for all Board of Supervisors' Meetings, including landowners' meetings
- Ensure compliance with all administrative statutes affecting the District which include but are not limited to:
  - Publish and circulate the annual meeting notice.
  - Report annually the number of registered voters in the District by June 1 of each year.
  - Maintain "Record of Proceedings" for the District within the County that the District is located which includes meeting minutes, agreements, resolutions, and other required records.
  - Transmit Registered Agent information to DCA and local governing authorities.
  - File Ordinance or Rule establishing the District to DCA.





# ASSESSMENT ROLL

# CERTIFICATIONS & ADMINISTRATION

**Darrin Mossing Jr, Michael Cortese, and Bradford Nelson** perform our assessment administration services for the Tampa, Central, and North Florida Divisions.

#### **Our GMS Services Include:**

- Develop and administer the annual assessment roll for the District. This includes administering the tax roll for the District for assessments collected by the County tax collector and administering assessments for off-tax roll parcels/lots.
- Provide payoff information and pre-payment amounts as requested by property owners and collect prepayment of assessments as necessary
- Issue estoppel letters as needed for property transfers.
- Maintain the District's Lien Book, which records the details of any District debt and the related debt service assessments. The Lien Book will account for all District debt and show the allocation of debt principal to assessed properties.







# ACCOUNTING

# **SERVICES**

Alexandra Wolfe manages the accounting and financial reporting for our clients. She is a Certified Public Accountant with over 14 years of accounting and financial reporting experience with Community Development Districts across the State of Florida. Ms. Wolfe's experience includes financial statement preparation, payroll, budget preparation, preparation of annual audit reports, statutory and bond compliance. She has a Bachelor of Business Administration Degree in International Business from George Washington University. Ms. Wolfe also has experience as an auditor completing annual reports required for CDDs.

#### **EDUCATION**

B.S. in Information Management, Masters in Business Management and Accounting

#### **EXPERIENCE**

- 12 Years
- Accounting
- Financial Reporting

#### **EDUCATION**

B.A. in International Business, George Washington University

#### **EXPERIENCE**

21 Years, CPA

- Accounting
- Financial Reporting

**Hannah Henry** has over 10 years of experience managing the accounting and financial reporting for our clients. Ms. Henry serves as District Accountant to 12+ CDDs and Homeowner Associations. She has a Bachelors Degree from the University of Tennessee with Information Management and has a Masters Degree from King University in Business Management and Accounting.

# THE FOLLOWING FINANCIAL SERVICES ARE TYPICALLY PROVIDED TO ENSURE THE DISTRICT OPERATES IN ACCORDANCE WITH ALL APPLICABLE STATUTES, LAWS, AND RULES AND REGULATIONS:

- Establish Governmental Fund Accounting
   System per the Uniform Accounting System
   prescribed by the Florida Department of
   Financial Services for Government Accounting.
   This system includes preparing monthly
   balance sheet and income statement(s) with
   budget to actual variances.
- Prepare accounts payable and present them to the Board of Supervisors for approval or ratification.
- Prepare annual budget for review and approval by the Board of Supervisors.
- Transmit the proposed budget to local governing authorities 60 days before adoption.
- Prepare year-end adjusting journal entries in preparation for the annual audit by an Independent Certified Public Accounting Firm.

- Maintain checking accounts with qualified public depository selected by the Board of Supervisors.
- Ensure compliance with financial and accounting statutes affecting the District which include but are not limited to:
  - Complete annual financial audit report within 9 months after the fiscal year end.
  - Circulate annual financial audit report and annual financial report to appropriate governmental agencies.
- Prepare annual public depositor report.
- Oversee and implement bond issue related compliance, i.e., coordination of annual arbitrage report, transmittal of annual audit and budget to the trustee, transmittal of annual audit to bond holders and underwriters, annual/quarterly disclosure reporting, etc.
- Transmit Public Facilities Report to the appropriate agencies
- Bind necessary insurance for the District, which includes liability, property, workers' compensation, etc.

# OPERATIONS MANAGEMENT

# **SERVICES**

GMS provides operations/field management services to 8 0 + Districts throughout Florida under the direction of Clayton Smith. He has a deep, and lengthy family history connected to CDD management, and has owned and operated his own maintenance company in the Central Florida area which carried out various undertakings, primarily for CDDs. He is a proud alumnus of the Florida State University. Mick Sheppard is our Operations Maintenance Manager, overseeing maintenance projects and providing maintenance services. Mick is equipped and capable of handling almost all CDD maintenance needs and specializes in maintenance projects specific to CDDs. Mick has a lengthy background in various maintenance services including but not limited to plumbing, HVAC repair, grounds maintenance, and property maintenance.

#### PROPER OPERATION OF THE DISTRICTS INCLUDE:

- Administer and manage maintenance contracts for landscaping, stormwater, wastewater and reuse systems management
- Respond to resident and Board of Supervisors inquiries regarding Maintenance Operations
- Coordinate and implement maintenance projects throughout the community with vendors
- Conduct site visits (day and nighttime) to ensure satisfactory operation of the district and prepare periodic reports to the Board.
- Review and approve construction contracts, change orders, payment request, etc. during construction phase
- We can also develop landscaping RFPs as requested at an additional hourly or flat rate fee.

# FACILITY REPAIR &

# MAINTENANCE SERVICES

GMS has an in-house Facility repairs and maintenance department providing fully insured maintenance services in Tampa, Central Florida, and North Florida territories. Small to mediumsize maintenance requests are coordinated through the District Manager and/or Field Operations Manager at the direction of the Board of Supervisors.

# AMENITY MANAGEMENT

# & LIFESTYLE **PROGRAMMING**

Brian Young is the Director of Amenity Management in Tampa. He currently oversees amenity operations at Villages of Bloomingdale, Belmont, Forest Brooke, and Cypress Creek. In addition to Brian, there are various members of amenity staff working on-site and are available to assist with special events throughout the fiscal year that would be reviewed and approved annually by the Board of Supervisors.







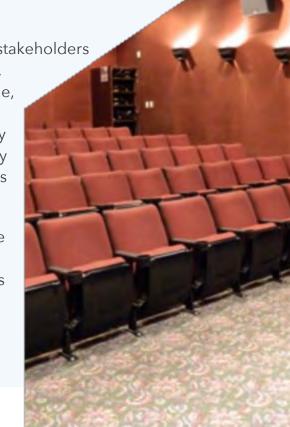
GMS has significant experience with highly amenitized CDD communities and is flexible regarding the approach taken to staffing, managing, and operating amenities. We typically see one of three approaches taken to amenity management:

- 1) District contracts with GMS for operations
- 2) District contracts with a third-party company for operations
- 3) District directly employs staff for operations

# UNDER THE FIRST APPROACH, THE FOLLOWING SERVICES ARE TYPICALLY PROVIDED BY GMS TO ENSURE A FIRST CLASS, AMENITY CENTERED COMMUNITY:

- Recruit, hire, train, and monitor Clubhouse and Facilities staff.
- Assume responsibility to manage a vibrant schedule of activities, events and lifestyle programming. GMS is structured to take a regional approach to serving its clients, but this structure does not preclude us from assigning the most talented and qualified individuals, regardless of their location, to appropriate roles.
- Communicate lifestyle opportunities and residential services information to owners and potential residents.
- Promote voluntary compliance with District rules, regulations and policies by communicating with residents.
- Maintain excellent level of customer service.
- Monitor the use of the amenities including resident barcode passes, security cameras, and other means of safeguarding the District.
- Maintain excellent level of customer service.
- Coordinate with vendors, contractors, internal and external stakeholders to ensure smooth operations of day to day and special activities.
- Maintain all relevant records of incidents, inspections, revenue, and other information as required by the District.
- Assist with budget preparation and reports, policy recommendations and enforcement, safety and/or security recommendations, collection of rental fees, maintaining records as needed.

Under the second and third approach, although the above services would not be provided directly by GMS, we would work to ensure that the contractor or direct employees were performing these and other necessary services.



# SAMPLE SPECIAL **EVENTS**

Social events are for all residents and open to the public, and a critical component to the success of the community. Below are some examples of events currently provided at other communities that GMS has previously assisted in staffing.

#### **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.

#### **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.

#### KIDS NIGHT OUT/TEEN SCENE

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

#### ICE CREAM SOCIAL

Ice cream and beverages with contests, raffles and games.

#### SPRING FLING

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

#### **DIVE-IN MOVIE**

View a movie by the pool with snacks and beverages while you enjoy the show.







# SAMPLE

# **NEWSLETTER**





















# REFERENCES

GMS prides itself on the timely delivery of quality services to its clients. As a result, our clients as well as the other CDD industry professionals have come to recognize and appreciate the quality of the services we provide. GMS encourages its prospective clients to call our references and learn what other district supervisors, developers, attorneys, engineers, and financial professionals are saying about us. The following table contains just a few of the clients and professionals who are pleased to serve as our references:

#### **Glenn Roberts**

Chair, Dupree Lakes CDD 22598 Cherokee Rose Place Land O'Lakes, FL 34639 (502) 741-8013 seat4@dupreelakescdd.org

#### **Kristen Brooks**

Chair, Belmont CDD 10109 Count Fleet Drive Ruskin, FL 33573 (404) 723-1245 boardmember5@belmontcdd.com

## **Paul Cilia**

Chair, Forest Brooke CDD 5019 Grist Mill Court Wimauma, FL 33598 (813) 419-8115 seat3@forestbrookecdd.org

#### Liz Camacho

Chair, Creek Preserve CDD 16854 Delia Street Wimauma, FL 33598 (646) 725-6796 seat3@creekpreservecdd.com

#### **Gerald Barkholz**

Chair, Palms of Terra Ceia Bay CDD 2925 Terra Ceia Bay Blvd., Unit 2904 Palmetto, FL 34221 (941) 705-6329 jerrybarkholz@gmail.com

#### **Mark Hardee**

Chair, Terra Bella CDD 23963 San Giovanni Drive Land O Lakes, FL 34639 (301) 370-1183 terrabellacddseat5@gmail.com

Table 2-1. District Management & Client Management Experience Summary

GMS Client	GMS Client Name	Florida State	General Management	Accounting & Financial	Recording Secretary	Water / Wastewater	Operations Management/
#	As of 2025-06-30	County	Management	Reporting	Secretary	Utility	Amenities
1	Aberdeen	St. Johns	✓	✓	✓		
2	Academical Village	Broward	✓	✓	✓		✓
3	Acree	Duval	✓	✓	✓		
4	Amelia Concourse	Nassau	✓	✓	✓		✓
5	Amelia Walk	Nassau	✓	✓	✓		✓
6	Anabelle Island	Clay	✓	✓	✓		✓
7	Armstrong	Clay	✓	✓	✓		
8	Astonia	Polk	✓	✓	✓		✓
9	Auburn Lakes	Brevard	✓	✓	✓		
10	Bahia Mar	Broward	✓	✓	✓		
11	Ballentrae Hillsborough( Billing ne	Hillsborough	✓	✓	✓		✓
12	Bannon Lakes	St. Johns	✓	✓	✓		
13	Banyan Drive Security Guard Spec	Miami-Dade	✓	✓			
14	Bartram Park	Duval	✓	✓	✓		
15	Bartram Springs	Duval	✓	✓	✓		
16	Bauer Drive	Miami-Dade	✓	✓	✓		
17	Bay Laurel Center	Marion	✓	✓	✓	✓	
18	Baytree	Brevard	✓	✓	✓		✓
19	Baywinds	Miami-Dade	✓	✓	✓		✓
20	Beacon Tradeport	Miami-Dade	✓	✓	✓		
21	Bella Collina	Lake	✓	✓	✓	✓	✓
22	Bella Tara	Osceola	✓	✓	✓		
23	Bellagio	Miami-Dade	✓	✓	✓		
24	Belmont	Hillsborough	✓	✓	✓		✓
25	Belmont- Interlocal	Hillsborough	✓	✓	✓		
26	Bent Creek	St. Lucie	✓	✓	✓		
27	Biscayne Drive Estates	Miami-Dade	✓	✓	✓		
28	Bonita Village	Lee	✓	✓	✓		
29	Bonnet Creek	Orange	✓	✓	✓		✓
30	Botaniko	Broward	✓	✓	✓		
31	Bradbury	Polk	✓	✓	✓		✓
32	Brandy Creek	St. Johns	✓	✓	✓		
33	Bridgewalk	Osceola	✓	✓	✓		✓
34	Bridgewater	Polk	✓	✓	✓		✓
35	By-The-Sea Security Guard Specia	Miami-Dade	✓	✓			
36	Campo Bello	Miami-Dade	✓	✓	✓		
37	Candler Hills East	Marion	✓	✓	✓		
38	Canopy	Leon	✓	1	✓		
39	Capital Region	Leon	✓	✓	✓		
40	Central Lake	Lake	✓	1	✓	✓	
41	Centre Lake	Miami-Dade	✓	✓	✓		✓
42	ChampionsGate	Osceola	✓	✓	✓		
43	ChampionsGate Condominium Pro	Osceola	✓	✓	✓		
44	ChampionsGate Villas Building 1 C	Osceola	✓	✓	✓		
45	Chapel Creek	Pasco	✓	✓	✓		✓



GMS Client #	GMS Client Name	Florida State	General Management	Accounting & Financial Reporting	Recording Secretary	Water / Wastewater Utility	Operations Management/ Amenities
		County				Othlity	Amenities
46	Cheswick South	Clay	<b>V</b>	<b>V</b>	<b>√</b>		
47	City of Coral Gables**	Miami-Dade	<b>✓</b>	<b>V</b>	,		
48	Coastal Ridge	Duval	<b>√</b>	<b>V</b>	<b>√</b>		
49	Coconut Cay	Miami-Dade	<b>V</b>	<b>√</b>	✓		<b>✓</b>
50	Cocoplum Lights	Miami-Dade	<b>V</b>	<b>V</b>			
51	Cocoplum Security Roving Special		<b>V</b>	<b>√</b>	,		
52	Copper Creek	St. Lucie	<b>√</b>	<b>V</b>	<b>√</b>		<b>√</b>
53	Copper Oaks	Lee	<b>V</b>	<b>√</b>	<b>√</b>		
54	Coquina Shores	Flagler	<b>V</b>	<b>V</b>	<b>√</b>		,
55	Coral Bay	Broward	<b>V</b>	<b>√</b>	<b>√</b>		✓
56	Coral Keys Homes	Miami-Dade	<b>V</b>	<b>V</b>	<b>√</b>		
57	Cordova Palms	St. Johns	<b>✓</b>	<b>V</b>	<b>√</b>		<b>✓</b>
58	County Road 33	Polk	<b>√</b>	<b>√</b>	<b>√</b>		_
59	Creek Preserve	Hillsborough	✓	✓	✓		<b>✓</b>
60	Creekside	St. Lucie	✓	1	✓		
61	Crossings	Osceola	✓	✓	✓		✓
62	Crossroads Village Center	Polk	✓	✓	✓		
63	Crosswinds East	Polk	✓	✓	✓		✓
64	Crystal Cay	Miami-Dade	✓	✓	✓		
65	Cypress Bluff	Duval	✓	✓	✓		
66	Cypress Cove	Broward	✓	✓	✓		✓
67	Cypress Park Estates	Polk	✓	✓	✓		✓
68	Cypress Ridge	Hillsborough	✓	✓	✓		✓
69	Darby	Duval	✓	✓	✓		
70	Davenport Road South	Polk	✓	✓	✓		✓
71	Davis Reserve	Polk	✓	✓	✓		✓
72	Deer Island	Lake	✓	✓	✓		✓
73	Deer Run	Flagler	✓	✓	✓		✓
74	Dewey Robbins	Lake	✓	✓	✓		
75	Double Branch	Clay	✓	✓	✓		
76	Dowden West	Orange	✓	✓	✓		✓
77	Downtown Doral	Miami-Dade	✓	✓	✓		
78	Downtown Doral South	Miami-Dade	✓	✓	✓		✓
79	Dunes	Flagler	✓	✓	✓		
80	Dupree Lakes	Pasco	✓	<b>√</b>	✓		✓
81	Durbin Crossings	St. Johns	✓	✓	✓		
82	Eagle Hammock	Polk	✓	<b>√</b>	✓		✓
83	Eagle Pointe	Manatee	<b>✓</b>	<b>√</b>	<b>√</b>		<b>✓</b>
84	East 547	Polk	✓	<b>√</b>	<b>√</b>		<b>√</b>
85	Eden Hills	Polk	✓	<b>√</b>	✓		<b>✓</b>
86	Elevation Pointe	Orange	✓	<b>√</b>	✓		
87	Enclave At Black Pointe Marina	Miami-Dade	✓	<b>√</b>	✓		✓
88	Epcore	Miami-Dade	✓	<b>√</b>	<b>√</b>		
89	Estancia at Wiregrass	Pasco	<b>✓</b>	<b>√</b>	<b>√</b>		<b>✓</b>
90	Eureka Grove	Miami-Dade	<b>√</b>	1	<b>√</b>		
			1			1	1



GMS Client	GMS Client Name	Florida State	General Management	Accounting & Financial	Recording Secretary	Water / Wastewater	Operations Management/
#	As of 2025-06-30	County		Reporting		Utility	Amenities
91	Falcon Trace	Orange	✓	✓	✓		✓
92	Forest Brooke	Hillsborough	✓	✓	✓		<b>✓</b>
93	Founders Ridge	Lake	✓	✓	✓		
94	Fronterra (Starts Oct 1)	Collier	✓	✓	✓		
95	Gardens at Hammock Beach	Flagler	✓	✓	✓		
96	GIR East	Osceola	✓	✓	✓		
97	Golden Gem	Lake	✓	✓	✓		
98	Grand Oaks	St. Johns	✓	✓	✓		
99	Grande Pines	Orange	✓	✓	✓		✓
100	Green Corridor	Multiple	✓	✓			
101	Griffin Lakes	Broward	✓	✓	✓		✓
102	Hamilton Bluff	Polk	✓	✓	✓		
103	Hammock Lake Banyan Dr. Securi	Miami-Dade	✓	✓			
104	Hammock Lakes Security Guard S	Miami-Dade	✓	✓			
105	Hammock Oaks Golf and RV Resor	Sumter	✓	✓	✓		✓
106	Hammock Oaks Harbor Security G	Miami-Dade	✓	✓			
107	Hammock Reserve	Polk	✓	✓	✓		✓
108	Harbor Bay	Hillsborough	✓	✓	✓		
109	Hartford Terrace	Polk	✓	✓	✓		✓
110	Hemingway Point	Broward	✓	✓	✓		✓
111	Heritage Park	St. Johns	✓	✓	✓		✓
112	Heron Isles	Nassau	✓	✓	✓		
113	Hickory Tree	Osceola	✓	✓	✓		
114	Hicks Ditch	Lake	✓	✓	✓		
115	Highland Meadows	Polk	✓	✓	✓		✓
116	Highland Meadows West	Polk	✓	✓	✓		✓
117	Holly Hill Road East	Polk	✓	✓	✓		✓
118	Hollywood Beach 1	Broward	✓	✓	✓		
119	Horseshoe Creek	Polk	✓	✓	✓		
120	Hunt Club Grove	Polk	✓	✓	✓		✓
121	Indigo	Volusia	✓	✓	✓		
122	Indigo East	Marion	✓	✓	✓		
123	Islands of Doral III	Miami-Dade	✓	✓	✓		
124	Isle of Bartram Park	St. Johns	✓	✓	✓		
125	Jennings Farms HOA	Clay	✓				
126	Kepler Road	Volusia	✓	✓	✓		
127	Kingman Gate	Miami-Dade	✓	✓	✓		✓
128	Kings Bay Security Guard Special	Miami-Dade	✓	✓			
129	Knightsbridge	Osceola	✓	✓	✓		✓
130	Lake Ashton	Polk	✓	✓	✓		
131	Lake Ashton II	Polk	✓	✓	✓		
132	Lake Deer	Polk	✓	✓	✓		✓
133	Lake Emma	Lake	✓	✓	✓		✓
134	Lake Harris	Lake	✓	✓	✓		✓
135	Lake Lizzie	Osceola	✓	✓	✓		✓



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136	Lake Mattie Preserve	Polk	<b>√</b>	<b>√</b>	<b>√</b>		
137	Lakes by the Bay South	Miami-Dade	<b>√</b>	<b>√</b>	<b>√</b>		<b>√</b>
138	Lakeside Plantation	Sarasota	· /	· /	· /		·
139	Landings	Flagler	· /	·	· /		
140	Landings At Miami Beach	Miami-Dade	<b>√</b>	<b>√</b>	<b>√</b>		
141	Lawson Dunes	Polk	<b>√</b>	<b>√</b>	<b>√</b>		<b>√</b>
142	Live Oak Lake	Osceola	1	1	1		<b>√</b>
143	Lucaya	Lee	<b>√</b>	<b>√</b>	<b>√</b>		
144	Lucerne Park	Polk	<b>√</b>	<b>√</b>	<b>√</b>		<b>√</b>
145	Mainstreet at Coconut Street	Miami-Dade	<b>✓</b>	<b>✓</b>	<b>✓</b>		
146	Majorca Isles	Miami-Dade	<b>✓</b>	<b>√</b>	<b>√</b>		
147	Mayfair	Brevard	<b>✓</b>	<b>✓</b>	<b>√</b>		
148	McJunkin At Parkland	Broward	<b>✓</b>	<b>√</b>	<b>√</b>		
149	Meadowview At Twin Creeks	St. Johns	<b>√</b>	✓	<b>√</b>		
150	Mediterranea	Palm Beach	<b>✓</b>	<b>√</b>	<b>√</b>		
151	Metropica	Broward	<b>✓</b>	<b>√</b>	✓		
152	Middle Village	Clay	<b>✓</b>	<b>√</b>	<b>√</b>		
153	Mirada (Lee)	Lee	✓	✓	✓		
154	Mirada (Pasco)	Pasco	✓	✓	✓		✓
155	Narcoossee	Orange	<b>✓</b>	✓	<b>√</b>		<b>√</b>
156	Newtown Road	Miami-Dade	✓	✓	✓		
157	North Boulevard	Polk	✓	✓	✓		✓
158	North Dade	Miami-Dade	<b>√</b>	✓	<b>√</b>		
159	North Powerline Road	Polk	✓	✓	✓		✓
160	North Springs	Broward		✓	✓	✓	
161	Northern Riverwalk	Palm Beach	✓	✓	✓		
162	Oakridge	Broward	✓	✓	✓		
163	Ocean Gate	Miami-Dade	✓	✓	✓		
164	Old Cutler Bay Security Guard Spe	Miami-Dade	✓	✓			
165	Old Hickory	Osceola	✓	✓	✓		✓
166	Orchid Grove	Broward	✓	✓	✓		✓
167	Osceola Chain of Lakes	Osceola	✓	✓	✓		✓
168	отс	Duval	✓	✓	✓		
169	Palm Coast Park	Flagler	✓	✓	✓		
170	Palm Glades	Miami-Dade	✓	✓	✓		✓
171	Palms of Terra Ceia Bay	Manatee	✓	✓	✓		
172	Park Creek	Hillsborough	✓	✓	✓		✓
173	Parkside Trails	Lake	✓	✓	✓		
174	Peace Creek	Polk	✓	✓	✓		✓
175	Peace Creek Village	Polk	✓	✓	✓		✓
176	Pine Air Lakes	Collier	✓	✓	✓		✓
177	Pine Bay Estates Security Roving &	Miami-Dade	✓	✓			
178	Pine Isles	Miami-Dade	✓	✓	✓		
179	Pine Ridge Plantation	Clay	✓	✓	✓		
180	Poinciana	Polk	✓	✓	✓		✓



GMS Client #	GMS Client Name As of 2025-06-30	Florida State County	General Management	Accounting & Financial Reporting	Recording Secretary	Water / Wastewater Utility	Operations Management/ Amenities
181	Poinciana West	Polk	<b>√</b>	<b>√</b>	✓		✓
182	Pollard Road	Polk	1	1	<b>√</b>		-
183	Portofino Isles	St. Lucie	<b>√</b>	<b>√</b>	<b>√</b>		
184	Portofino Landings	St. Lucie	✓	<b>√</b>	<b>√</b>		<b>✓</b>
185	Portofino Shores	St. Lucie	✓	<b>√</b>	✓		✓
186	Portofino Springs	Lee	✓	<b>√</b>	<b>√</b>		
187	Portofino Vineyards	Lee	✓	✓	✓		
188	Portofino Vista	Osceola	✓	✓	✓		
189	Preston Cove	Osceola	✓	✓	✓		✓
190	Princeton Commons	Miami-Dade	✓	✓	✓		
191	Quail Roost	Miami-Dade	✓	✓	✓		✓
192	Ranches at Lake McLeod	Polk	✓	✓	✓		✓
193	Randal Park	Orange	✓	✓	✓		✓
194	Randal Park POA *	Orange	✓	✓			
195	Randal Park THOA *	Orange	✓	✓			
196	Randal Walk HOA-	Orange	✓	✓			
197	Remington	Osceola	✓	✓	✓		✓
198	Reserve	St. Lucie	✓	✓	✓	✓	
199	Reserve II	St. Lucie	✓	✓	✓		
200	Residences at Tohoqua Communit	Osceola	✓	✓			
201	Reunion East	Osceola	✓	✓	✓		✓
202	Reunion West	Osceola	✓	✓	✓		✓
203	Rhodine Road North	Hillsborough	✓	✓	✓		✓
204	Ridges at Apopka	Orange	✓	✓	✓		✓
205	Ridgewood Trails	Clay	✓	✓	✓		
206	River Place On The St. Lucie	St. Lucie	✓	✓	✓		✓
207	Riverbend	Hillsborough	✓	✓	✓		
208	Rivercrest	Hillsborough	✓	✓	✓		✓
209	Rivers Edge	St. Johns	✓	✓	✓		
210	Rivers Edge II	St. Johns	✓	1	✓		
211	Rivers Edge III	St. Johns	✓	✓	✓		
212	Riverwalk	Orange	<b>√</b>	<b>√</b>	<b>√</b>		<b>✓</b>
213	Rolling Hills	Clay	<b>√</b>	<b>√</b>	✓		
214	Rolling Oaks	Osceola	<b>√</b>	<b>√</b>	<b>√</b>		<b>V</b>
215	Sabal Palm	Broward	<b>√</b>	<b>✓</b>	<b>√</b>		✓
216	Sampson Creek	St. Johns	<b>√</b>	<b>1</b>	<b>√</b>		
217	San Simeon	Miami-Dade	<b>√</b>	<b>V</b>	<b>√</b>		<b>V</b>
218	Sandmine Road	Polk	<b>√</b>	<b>√</b>	<b>√</b>		<b>✓</b>
219	Sawyer's Landing	Miami-Dade	<b>√</b>	<b>√</b>	<b>√</b>		,
220	Scenic Highway	Polk	√	<b>√</b>	√		<b>√</b>
221	Scenic Terrace North	Polk	<b>√</b>	<b>√</b>	<b>√</b>		<b>√</b>
222	Scenic Terrace South	Polk	√ 	<b>1</b>	√ /		<b>√</b>
223 224	Seaton Creek Reserve Sedona Point	Duval Miami-Dade	<b>√</b>	<b>√</b> ✓	√ ./		✓
					<b>√</b>		
225	Seminole Palms of Flager*	Flagler	✓	✓			



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226	Shingle Creek	Osceola	<b>√</b>	<b>√</b>	<b>√</b>		<b>√</b>
227	Shingle Creek At Bronson	Osceola	· /	1	·		·
228	Siena North	Miami-Dade	1	<b>√</b>	<b>√</b>		
229	Silver Palms	Miami-Dade	<b>√</b>	1	<b>√</b>		
230	Six Mile	Clay	<b>✓</b>	1	<b>√</b>		<b>✓</b>
231	Snapper Creek Lakes Security Gua	Miami-Dade	✓	<b>√</b>			
232	Solterra	Miami-Dade	✓	<b>√</b>	✓		
233	South Village	Clay	✓	<b>√</b>	✓		
234	South-Dade Venture	Miami-Dade	✓	<b>√</b>	✓		
235	St. Augustine Lakes	St. Johns	✓	<b>√</b>	✓		
236	Stillwater	St. Johns	✓	✓	✓		
237	Stoneybrook South	Osceola	✓	✓	✓		✓
238	Stoneybrook South At CG	Osceola	✓	✓	✓		✓
239	Stoneybrook West	Orange	✓	✓	✓		✓
240	Storey Creek	Osceola	✓	✓	✓		✓
241	Storey Drive	Orange	✓	✓	✓		✓
242	Storey Park	Orange	✓	✓	✓		✓
243	Summit View	Pasco	✓	✓	✓		✓
244	Summit View II	Pasco	✓	✓	✓		
245	Sunrise Harbour Security Guard S	Miami-Dade	✓	✓			
246	Talis Park	Collier	✓	✓	✓		✓
247	Tapestry	Osceola	✓	✓	✓		✓
248	Terra Bella	Pasco	✓	✓	✓		<b>✓</b>
249	Tesoro	St. Lucie	✓	✓	✓		✓
250	The Crossings At Fleming Island	Clay	✓	✓	✓	✓	
251	TIFA	Brevard	✓	✓	✓		
252	Tison's Landing	Duval	<b>✓</b>	<b>√</b>	<b>√</b>		
253	Tohoqua	Osceola	<b>✓</b>	✓	✓		✓
254	Tohoqua Crossings Townhomes H		<b>√</b>	<b>√</b>			
255	Tohoqua Master Association *	Osceola	<b>V</b>	<b>V</b>			
256	Tohoqua Reserve *	Osceola	<b>V</b>	<b>√</b>	,		
257	Tolomato	St. Johns	<b>V</b>	<b>V</b>	<b>√</b>		
258	Towne Park	Polk	<b>√</b>	<b>√</b>	<b>√</b>		<b>√</b>
259	Transmility	Osceola	<b>√</b>	<b>√</b>	,		
260	Tranquility	Brevard	<b>√</b>	1	√ ./		
261	Turnbull Creek	St. Johns Broward	<b>✓</b>	<b>1</b>	√ ./		<b>✓</b>
262 263	Turtle Run  Valencia Water Control District	Orange Orange	<b>√</b>	✓ ✓	✓ ✓		<b>Y</b>
264	Veranda Landing	St. Lucie	<b>√</b>	<b>*</b>	<b>√</b>		
265	Verano #1	St. Lucie	<b>√</b>	· /	<b>√</b>		
266	Verano #2	St. Lucie	<b>√</b>	<b>v</b>	<b>√</b>		
267	Verano #3	St. Lucie	<b>√</b>	· /	<b>√</b>		
268	Verano #4	St. Lucie	<b>√</b>	<b>v</b>	<b>√</b>		
269	Verano #5	St. Lucie	<b>√</b>	1	<b>√</b>		
270	Verano Center	St. Lucie	<b>→</b>	<b>*</b>	<b>√</b>		
270	verano center	Jt. Lucie	Ť	Ť	*		



GMS Client #	GMS Client Name As of 2025-06-30	Florida State County	General Management	Accounting & Financial Reporting	Recording Secretary	Water / Wastewater Utility	Operations Management/ Amenities
271	Viera East	Brevard	✓	<b>√</b>	✓		
272	Villa Portofino East	Miami-Dade	1	1	1		
273	Villa Portofino West	Miami-Dade	<b>✓</b>	<b>√</b>	<b>√</b>		
274	Villages of Biscayne Park**	Miami-Dade	<b>✓</b>	1			
275	Villages of Bloomingdale	Hillsborough	✓	<b>√</b>	✓		✓
276	Villages of Westport	Duval	✓	<b>√</b>	✓		
277	Villamar	Polk	✓	<b>√</b>	✓		✓
278	Water Tank Road	Polk	✓	1	✓		
279	Water's Edge	Manatee	✓	<b>√</b>	✓		✓
280	Waterford Estates	Charlotte	✓	✓	✓		
281	Waterleaf	Hillsborough	✓	<b>√</b>	✓		
282	Waterstone	St. Lucie	✓	✓	✓		
283	Weiberg Road	Polk	✓	✓	✓		
284	Wellness Ridge	Lake	✓	✓	✓		✓
285	Westside	Osceola	<b>✓</b>	✓	✓		<b>✓</b>
286	Westside Haines City	Polk	✓	1	✓		
287	Westview North	Miami-Dade	✓	<b>✓</b>	✓		✓
288	Westwood OCC	Orange	✓	1	✓		
289	White Clay	Polk	<b>✓</b>	✓	✓		
290	Wilford Preserve	Clay	✓	✓	✓		✓
291	Willow Creek	Brevard	✓	✓	✓		✓
292	Willow Creek II	Brevard	✓	<b>√</b>	✓		
293	Willowbrook	Polk	✓	✓	✓		
294	Wind Meadows South	Polk	✓	✓	✓		✓
295	Windsor at Westside	Osceola	✓	✓	✓		✓
296	Windsor Cay	Lake	✓	✓	✓		✓
297	Windward	Osceola	✓	✓	✓		✓
298	Woodland Crossing	Sumter	✓	✓	✓		
299	Woodland Ranch Estates	Polk	✓	✓	✓		
300	Woodlands Section 9	Broward	✓	✓	✓		
301	Wynnfield Lakes	Duval	✓	✓	✓		
302	Wynnmere West	Hillsborough	✓	✓	✓		✓
303	Yarborough Lane	Polk	✓	✓	✓		
304	Zephyr Ridge	Pasco	✓	✓	✓		✓
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# RISK MANAGEMENT REQUIREMENTS

RE IM the	HIS CERTIFICATE IS ISSUED AS A ERTIFICATE DOES NOT AFFIRMATI	CERTIFICATE OF LIABILITY INSURANCE							NMIDDIYYYY)	
the ce PROD	ELOW. THIS CERTIFICATE OF INS	VELY OF	NEGATIVELY AMEND	D. EXTEN	D OR ALT	ER THE CO	VERAGE AFFORDED	TE HO	DER. THIS	
rele	EPRESENTATIVE OR PRODUCER, AN PORTANT: If the certificate holder terms and conditions of the policy rtificate holder in lieu of such endors	is an AD	DITIONAL INSURED, the	e policy(l andorsan	es) must be nent. A sta	endorsed. tement on th	If SUBROGATION IS is certificate does not	WAIVED	subject to ights to the	
	OUCER	and district		CONTAC	T Holly I	lowe			_	
964	n Risk Solutions, Inc.			PHONE	En (904) 2	-	FAX (AY) No	(904) 2	62-1444	
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lack	ksonville FL 32220			-	IN:	WREBIAL AFFOR	RONG COVERAGE	_	NAISA	
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## 141

# COSTOF SERVICES

#### **MANAGEMENT SERVICES**

Management services will be provided for a fixed annual fee.

See Exhibit "A"

Reimbursable expenses such as copies, postage, courier services, printing, and binding will be billed on a monthly basis. Management fees are invoiced at the beginning of each month and due within 30 days of the invoice date. Subsequent management fees will be established based upon the adoption of the annual operating budget, which will be adjusted to reflect ongoing levels of service.









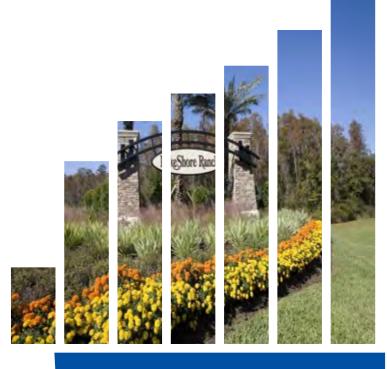
# **Governmental Management Services**

## EXHIBIT "A" - AMENITY MANAGEMENT FEE SCHEDULE

Amenity Management Services Descriptions	GMS Fees
<ul> <li>Amenity Management Services</li> <li>Amenity Center Open 7 Days A Week Year-Round</li> <li>Annual Fee paid in equal monthly payments</li> <li>As Defined In the Exhibit "A" -Scope Of Services</li> </ul>	\$122,057
Lifestyle Amenity Services  One (1) On-Site Full-Time Amenity Director	
<ul> <li>Amenity Attendants</li> <li>On-Site Part-Time Amenity Attendants to support amenity center staffing and events not to exceed 1,096 hours per year, charged as incurred.</li> <li>Any budget overage for extra events will be discussed with the Board for preapproval.</li> <li>Additional Event Hours are available and invoiced at \$25.00/Hour, pending District Manager or Board Approval.</li> </ul>	
The GMS Proposed Fees  For The  LakeShore Ranch Community Development District	\$122,057
<ul> <li>Facility Maintenance</li> <li>Recommend moving to a maintenance task referral model</li> <li>GMS has a fully licensed and local maintenance department for such requests made at the request of the Field Operations Manager, the District Manager, or the Board of Supervisors.</li> </ul>	At Standard Hourly Rate + Reimbursable Expenses Not To Exceed Annual Budget
<ul> <li>Swimming Pool Maintenance Services</li> <li>Recommend the District contract with a professional and licensed Pool Maintenance Organization.</li> </ul>	Not Applicable
Clubhouse and Bathroom Janitorial Services  Recommend the District contract with a professional and licensed	Not Applicable

# TO THE BOARD OF SUPERVISORS OF THE

# LakeShore Ranch CDD





YOU

Serving

FLORIDA'S

Communities













## **Governmental Management Services**

#### Serving Florida's Communities

August 4th, 2025

LakeShore Ranch Community Development District c/o Mr. Michael Broadus, District Counsel Straley Robin Vericker, P.A. 1501 W. Cleveland Street Tampa, Florida 33606

Via email to <a href="mbroadus@srvlegal.com">mbroadus@srvlegal.com</a>

RE: Proposal for Amenity Management Services

Dear Mr. Broadus:

Governmental Management Services-Tampa L.L.C. ("GMS") is pleased to provide for your review our Proposal associated with providing Amenity Management Services to the LakeShore Ranch Community Development District ("CDD"). We believe the Proposal demonstrates that we are the best choice for this project. Here are some of the reasons why:

- We are the leader in the Community Development District industry. We provide district management services to 275+ CDDs across the State of Florida.
- We have a team of management, financial, administrative, and operations professionals who are extremely qualified to provide these services and meet time and budget requirements.
- We have a proven approach, methodology, and philosophy towards providing these services that reflect our commitment and ability to deliver comprehensive services that exceed the expectations of our clients.
- We also have the ability to respond to individual client needs efficiently, effectively, and professionally. Our approach to providing the services for each of the responsibilities described in this RFP is to fully understand them and provide them in a manner that meets all the statutory requirements, customized to the approach preferred by the Board of Supervisors.

We thank you for this opportunity to submit our Proposal and would be happy to provide any additional information if requested. Please feel free to contact me at (865) 603-5101 or via email at <a href="mailto:DMossing@gmstnn.com">DMossing@gmstnn.com</a> if you have any questions or need additional information.

Sincerely,

Darrin Mossing GMS President

Darrin Mossing

Enclosures

### Proposal For Amenity Management Services Prepared For The LakeShore Ranch Community Development District:



### GOVERNMENTAL MANAGEMENT SERVICES-TAMPA, LLC



AMENITY
MANAGEMENT
SERVICES

Submitted
August 4<sup>th</sup>, ,2025

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### COMPANY INFORMATION

Governmental Management Services ("GMS") is a family of limited liability companies that was established for the purpose of providing district management services to Special Taxing Districts. With encouragement from industry professionals and the development community, GMS was created to provide an alternative to the existing district management companies. GMS currently has offices in St. Cloud, Orlando, Tampa, Sunrise, Miami, Tallahassee, Port St. Lucie, St. Augustine, Palm Coast, Florida. and Knoxville. Tennessee. Company personnel who would be providing services are generally determined by geography of the District and required services. However, everyone at GMS works together to provide the most efficient, effective and comprehensive management services possible. GMS currently manages over Community Development Districts across the State of Florida and fully understands the requirements of Chapter 190. As described in Section 3, the personnel at GMS are very well known and respected by people involved with Community Development Districts. Many of the personnel have worked with Investment Bankers, Bond Counsel, District Counsel, Engineers, Developers, and Boards of Supervisors across the State of Florida.

They have provided management, financial, administrative, and operational services to over 275 special taxing districts and homeowners associations. Our greatest strength is our ability to respond to individual client needs quickly, efficiently and professionally.



# HOW WE WORK

Established in 2004, Governmental Management Services has over 250 full-time and part-time employees and has offices across the State of Florida. Services are provided by seasoned professionals with well over 1,000 years of combined Community Development District management experience. Our commitment to serving our clients and providing the most efficient, effective, and comprehensive management services for Community Development Districts continues to fuel our growth.

### **Statement of Qualifications**

GMS is the best-qualified provider of district management services because of the experience of the personnel who will be providing the management services for the District. GMS brings a wealth of experience in management, administration, accounting, financial reporting, field operations, and assessment certifications.

GMS focuses exclusively on the services necessary for the proper management of Community Development Districts. Our staff includes managers, accountants, financial analysts, recording secretaries, and operations managers all with experience with Community Development Districts and other special districts. We offer integrated management services including:

- General Management
- Recording Secretary Services
- Accounting and Financial Reporting
- Assessment Roll Administration Field Operations Management
- Amenity Management
- Facility Maintenance
- Dissemination Agent Services
- Utility Billing
- Other Services

These management services are being provided by the principal Development Districts in 25 counties across the State of Florida.

### **FULLY INTEGRATED SERVICES**



# OUR VALUES

### **MISSION**

The goal of GMS is to provide the most efficient, effective, and comprehensive management services for Community Development Districts in the State of Florida.



### **CORE VALUES**

Governmental Management Services' greatest strength is its ability to respond to individual client needs quickly, efficiently, and professionally. Listed below are our GMS core values:



### Customer Commitment

We keep customer needs at the center of all that we do to provide a superior customer experience.



### Integrity

We are honest, open, ethical, and fair.

People trust us to do what's right.



### **Teamwork**

We win together, not alone.

We work together, across divisions, to meet the needs of our customers.



### **Passion and Drive**

We are proud of the services we provide.

We play to win and strive to help our customers do the same.



### **Empower Individuals**

Our employees set us apart.

We value our employees, encourage their development, and reward their performance.



### Quality

Details matter.

We provide consistent and unsurpassed service that, together, deliver premium value to our customers.

### CONTACT INFORMATION

### **Corporate Office:**

1001 Bradford Way Kingston, TN 37763 (865) 717-7700

As the largest CDD Management firm in the State of Florida, GMS is prepared to provide all CDD Management services directly and does not contemplate the need to subcontract services.



### GMS – Central Florida

219 E. Livingston St. Orlando, FL 32801 (407) 841-5524

### **GMS - Tampa**

4530 Eagle Falls Place Tampa, Florida 33619 (813) 344-4844

435 10<sup>th</sup> Avenue West, Suite 200 Tampa, Florida 34221

### GMS – South Florida

5385 Nob Hill Road Sunrise, FL 33351 (954) 721-8681

### GMS – North Florida

475 West Town Place, Suite 114 St. Augustine, FL 32092 (904) 940-5850

50 Ellis Street, Suite 208 St. Augustine, FL 32095 (904) 288-7667

393 Palm Coast Parkway SW, Suite 4 Palm Coast, FL 32137

We have additional satellite offices throughout the State of Florida

# DARRIN MOSSING

**PRESIDENT** 

# KEITH NELSON

CHIEF OPERATING OFFICER

COMPLIANCE TRAINING, & CORPORATE FINANCE HUMAN RESOURCES, RECRUTING, TRAINING,

# RIVERSIDE (NF)

ALISON MOSSING VICE PRESIDENT

# CENTRAL FLORIDA

SOUTH FLORIDA

VICE PRESIDENT PATTI POWERS

VICE PRESIDENT GEORGE FLINT

### NORTH FLORIDA JIM OLIVER

MANAGING PARTNER

MANAGING PARTNER JASON GREENWOOD

TAMPA

### MANAGEMENT DISTRICT

ACCOUNTING

DISTRICT

**ACCOUNTING** 

MANA GE MENT

DISTRICT

**ACCOUNTING** 

**AMENITIES** ALISON MOSSING

OPERATIONS

PAUL WINKE LIOH JULIAN NA DUQUE
 AND REW GILL

VICE PRE SIDENT

TIZIANA CESS NA

TIMIWRIGHT
 NATALIE CLEM

PATTI POWERS,

 SHARRON RINKUS ASHIEY COOPER

DISTRICT 121 MANAGEMENT

**ACCOUNTING** 

SHA RYN HEN NING,

Jason Gre enwoch
 Amanda Fer gls ch
 Richard McGra th
 Brian Young

MATTH EW BIAGETTI Corbin De Nag Y
 Marlee Giles

OKSA NA

KUZMUK

JILL BUR NS, MAN AGIN G PAR TNER MA NAGE MENT

KATIE COSTA, DIECTOR
 TERESA VISCA RRA
 INDHRA ARA WO
 LISA CRUZ
 NANCY SOBE R
 ZUNY YAN
 CARCA WRIGHT
 & 6 OTHERS

JULIO PADLLA
 AND RESS A PHILLIPE

Ben Que saba
 Jesus Lorenzo

WASS ERMAN, CPA

• & 2 OTHE RS

JEN NFER

AND REW BEVIS
 & 18 OTHE RS

KAYLA RINKE R

CHRISTIAN DELLINGER JAY SORIANO

CHRISTIAN BIROL

JAMES SCHIESZER

RICH ARD GRAY

Jason Showe
 Tricia Ada Ms
 Jerem Lebrun

RobSzozba

- BER NADE TTE PER EGR INO • Tob
  - Polvere

# TARA LEE SUS AN FER RERO

ALEXANDRA WOLFE, CPA

 SAVA NNA
 SZOZDA HAN NAH HENRY

DANEL LAUGHLIN JAMES PERRY

### **AD MIN ISTRATION** ASS ESSM ENT

**AD MIN ISTRATION** 

· STACE VAN DERBILT

**ADMINISTRATION** DARRIN MOSSING JR. MICHAEL CORTESE

ASS ESSM ENT

**AD MINISTRATION** JEN NIFER MCCONNELL

LATOYA FLOWERS
 ELLEN ACOSTA
 REGINE LUC AS

RICH ARD HANS, VP
 DAR RIN MOSSING JR
 DAN EL HAR VEY

30 – 50 OTHERS ON SEASONAL AND/ORFLEX

JOSEPH SOMMERS

& 13 OTHERS

SCHEDUES

ADMINISTRATION

LIFE GUARDS ATTENDANT S

MAINTENANCE

 TIMOTHY CAR TER LUTHER NEWTON
 MARK CESS NA

& Pool

ASS ESSM ENT

& 2 OTHE RS

DIRECTOR
 SAMANTHA HAM
 &8 OTHE RS

**ADMINISTRATION** 

Courtney Hocse

LISA PELKEY
 SARAH SWEETING

**ADMINISTRATION** 

NICOLE VIVERITO
 REBE CCA SAN TOS

ADMINISTRATION

ASS ESSM ENT

SUS AN YOUNG
 DORIS SAN TOS

DAR RIN MOSSING JR.
 MICHAEL CORTESE
 BRA DFOR D NELSON

- SHE RYL FULKS
   DAR RIN MOSSING, JR.
   MAR B SA SMARTO

## OPE RATIONS:

AMENITIES

CHRISTIAN DELLINGER
 TERRY GLYNN

### JAY SORIANO ROBERT BERLIN

CHRISTINE WELLS
 ALEXANDRA PENAGOS
 & 11 OTHE RS

ALAN SCHERER CLAYTON SMITH MARSHALL TINDALL ROBSZOZDA & 4 OTHERS

MAR dA CALLEJA

**OPE RATIONS** 

7-15 DISTRICT EMPLOYE ES FLEX SCHEDULES

PAT SZOZDA
 PATRCK BURGESS
 JASON GITEL
 JULIO PADLLA

AMENITIES

**OPERATIONS** 

## **AMENITIES**

7-15 DISTRICT

EMPLOYE ES FLEX SCHEDULE S

## OPERATIONS

AMENITIES

BRIAN YOUNG
 & 14 OTHERS

CLAYTON SMITH MICK SHE PPARD

### MAINTE NANCE

- GAR ETT DUBOS
   STEVE N WEN TZ
   JEFF BACHELOR
- & 3 OTHERS

### 7

# www.govmgtsvc.com

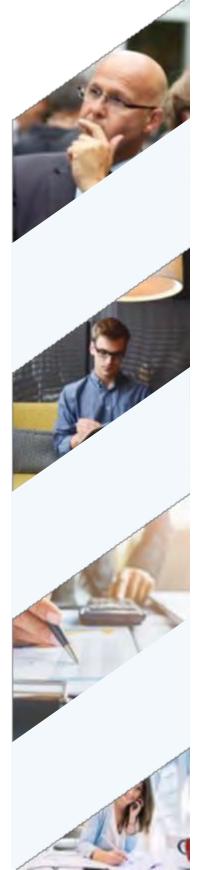
### DAN BRADLEY JULIO COLDN ABNER DEJESUS Jose Soto & 3 Others

### INFOR MATION TECHNOLOGY

MAINTENANCE

ANGEL GUZMAN

### OUR **TEAM**



Although technology has tremendously impacted how services are provided for nearly every business today, GMS realizes an organization is only as good as the individuals working within it. If an organization is not able to retain hardworking, knowledgeable and dedicated employees that understand their client's needs, it is most certain to fail. It is for this reason that GMS has focused a significant effort on recruiting and retaining the best in the district management industry

#### STATEMENT OF STAFF CONSISTENCY

The District Management Team proposed remains the same for the duration of the contracts. Any changes in the District Management Team will be discussed and approved by the Boards of Supervisors. Members of the management team have worked together for years, and there is complete trust and loyalty in their abilities to provide the most efficient, effective and professional management services possible. In addition, these types of long-term personal relationship among GMS staff are reassuring to our clients because personnel turnover in any organization is extremely detrimental to its ability to provide the necessary services.

"GMS realizes an organization is only as good as the individuals working within it."

### Proposed **GMS District Management** Service Team

& Service Oriented Trusted



Jason Greenwood Partner, **District Manager** 



**Brian Young** District Manager



**Hannah Henry District Accounting** 



See Page 7 Of Our Proposal For The Rest Of The **GMS** Organization

**Nicole Viverito** District Administration





**Mick Sheppard** Field Operations Manager

#### DISTRICT MANAGEMENT:

- JASON
- GREENWOOD
- AMANDA FERGUSON
- RICHARD
- McGrath
- BRIAN YOUNG

### DISTRICT ACCOUNTING:

- SHARYN HENNING, CPA
- HANNAHHENRY SAV ANNA SZOZDA
- ALEXANDRA WOLFE, CPA

#### DISTRICT ADMINISTRATION:

- NICOLE **VIVERITO**
- SUSAN YOUNG • REBECCA
- DORIS SANTOS

#### ASSESSMENT ADMINISTRATION:

- DARRIN MOSSING
- MICHAEL CORTE SE BRADFORDNELSON

#### DISTRICT AMENITY MANAGEMENT:

 BRIAN YOUNG • & 14 OTHERS

#### DISTRICT FIELD **OPERATIONS:**

- CLAYTON SMITH
- SHEPARD

### DISTRICT FIELD MAINTENANCE:

- JEFF BACHELOR
- GARETT DUBOIS STEVENWENTZ
- & 3 OTHERS

# DISTRICT MANAGEMENT **SERVICES**

THE FOLLOWING MANAGEMENT SERVICES ARE TYPICALLY PROVIDED TO ENSURE THE DISTRICT OPERATES IN ACCORDANCE WITH ALL APPLICABLE STATUTES, LAWS, RULES AND REGULATIONS:

- Attend, record, and conduct all regularly scheduled Board of Supervisors Meetings including landowners' meetings, continued meetings, and workshops.
- Present the District's annual budget in accordance with Chapter 190, Florida Statutes.
- Ensure the District is in compliance with administrative and financial reporting for CDDs.
- Correspond and communicate with the Board of Supervisors and Staff to respond to the various needs
  of the District and Community.
- Review and approve agendas for circulation to the Board of Supervisors.
- Review and approve the annual budget, the annual audit, and monthly disbursements.
- Review annual insurance policy with the District so that it maintains proper insurance coverage.



#### **EDUCATION**

Ohio University, 1988, Bachelor of Science, Major: Accounting

#### **EXPERIENCE**

37+ Years

- President and Founder— GMS Organization
- Corporate Operations & District Management

# DARRIN MOSSING PRESIDENT

Darrin Mossing is the President and Founder of the GMS organization. Mr. Mossing graduated from Ohio University with a Bachelor's degree in accounting in June 1988 and began his career as a staff accountant on September 1, 1988, for the Indian Trace Community Development District. In November 2004, Mr. Mossing established the GMS organization, which has grown to over 275 CDDs, Homeowners Association, and other Special Taxing Districts across the State of Florida.

# JASON GREENWOOD MANAGING PARTNER

Jason Greenwood provides management services to CDDs and property owners associations throughout the State of Florida. Mr.

Greenwood has been committed to GMS since 2017, is a licensed Community Association Manager, and operates out of the Tampa, Florida office. Mr. Greenwood has BA degrees in Business and Finance with a minor in Marketing from Ashford University in Clinton, Iowa, and an MBA in Business Administration, specialization in Finance, from Lynn University in Boca Raton, Florida.

# RICHARD MCGRATH DISTRICT MANAGER

### **EDUCATION**

B.A., Business, Finance, Marketing minor, Ashford University MBA, specialization in Finance, Lynn University

#### **EXPERIENCE**

8+ Years

- District Management
- Assessment Roll Administration

Richard McGrath also provides management services to CDDs throughout the State of Florida. Mr. McGrath is a licensed Real Estate Agent and operates out of our Tampa, Florida Office. He has a wealth of experience in customer service and management. Mr. McGrath earned his Bachelor's Degree in Business Administration from the University of Florida and continued his education by earning his Master's Degree in International Business also from the University of Florida.

# ADMINISTRATIVE **SERVICES**

Amanda Ferguson leads our recording administration department. Amanda prepares agenda packages, meeting notices, public records administration, statutory compliance, and various other required administrative services. She is an Administration Management Professional, who has been committed to GMS since its establishment in 2004. Mrs. Ferguson has performed various functions in her 20+ years with GMS; including amenity center management at premier North Florida communities, contract compliance, managing programs and special events, lifeguard management, and transcription of board meetings. Mrs. Ferguson currently provides transcription and administrative services to 20 Community Development Districts in the Tampa Bay, Central Florida, and Southwest Florida Regions. Nicole Viverito joined the GMS organization in 2022 as a CDD Recording Administrator; she is known for her compliance discipline and customer service orientation.

### THE FOLLOWING ADMINISTRATIVE SERVICES ARE TYPICALLY PROVIDED TO ENSURE THE DISTRICT OPERATES IN ACCORDANCE WITH ALL APPLICABLE STATUTES, LAWS, RULES AND REGULATIONS:

- Prepare agenda packages for transmittal to Board of Supervisors and staff seven days prior to Board of Supervisors' Meeting.
- Provide minutes for all Board of Supervisors' Meetings, including landowners' meetings
- Ensure compliance with all administrative statutes affecting the District which include but are not limited to:
  - Publish and circulate the annual meeting notice.
  - Report annually the number of registered voters in the District by June 1 of each year.
  - Maintain "Record of Proceedings" for the District within the County that the District is located which includes meeting minutes, agreements, resolutions, and other required records.
  - Transmit Registered Agent information to DCA and local governing authorities.
  - File Ordinance or Rule establishing the District to DCA.





# ASSESSMENT ROLL CERTIFICATIONS & ADMINISTRATION

**Darrin Mossing Jr, Michael Cortese, and Bradford Nelson** perform our assessment administration services for the Tampa, Central, and North Florida Divisions.

### **Our GMS Services Include:**

- Develop and administer the annual assessment roll for the District. This includes administering the tax roll for the District for assessments collected by the County tax collector and administering assessments for off-tax roll parcels/lots.
- Provide payoff information and pre-payment amounts as requested by property owners and collect prepayment of assessments as necessary
- Issue estoppel letters as needed for property transfers.
- Maintain the District's Lien Book, which records the details of any District debt and the related debt service assessments. The Lien Book will account for all District debt and show the allocation of debt principal to assessed properties.







### ACCOUNTING **SERVICES**

Alexandra Wolfe manages the accounting and financial reporting for our clients. She is a Certified Public Accountant with over 14 years of accounting and financial reporting experience with Community Development Districts across the State of Florida. Ms. Wolfe's experience includes financial statement preparation, payroll, budget preparation, preparation of annual audit reports, statutory and bond compliance. She has a Bachelor of Business Administration Degree in International Business from George Washington University. Ms. Wolfe also has experience as an auditor completing annual reports required for CDDs.

### **EDUCATION**

B.A. in International Business, George Washington University

#### **EXPERIENCE**

21 Years, CPA

- Accounting
- Financial Reporting

### **EDUCATION**

B.S. in Information Management, Masters in Business Management and Accounting

#### **EXPERIENCE**

- 12 Years
- Accounting
- Financial Reporting

Hannah Henry has over 10 years of experience managing the accounting and financial reporting for our clients. Ms. Henry serves as District Accountant to 12+ CDDs and Homeowner Associations. She has a Bachelors Degree from the University of Tennessee with Information Management and has a Masters Degree from King University in Business Management and Accounting.

THE FOLLOWING FINANCIAL SERVICES ARE TYPICALLY PROVIDED TO ENSURE THE DISTRICT OPERATES IN ACCORDANCE WITH ALL APPLICABLE STATUTES, LAWS, AND RULES AND REGULATIONS:

- Establish Governmental Fund Accounting System per the Uniform Accounting System prescribed by the Florida Department of Financial Services for Government Accounting. This system includes preparing monthly balance sheet and income statement(s) with budget to actual variances.
- Prepare accounts payable and present them to the Board of Supervisors for approval or ratification.
- Prepare annual budget for review and approval by the Board of Supervisors.
- Transmit the proposed budget to local governing authorities 60 days before adoption.
- Prepare year-end adjusting journal entries in preparation for the annual audit by an Independent Certified Public Accounting Firm.

- Maintain checking accounts with qualified public depository selected by the Board of Supervisors.
- Ensure compliance with financial and accounting statutes affecting the District which include but are not limited to:
  - Complete annual financial audit report within 9 months after the fiscal year end. Circulate
  - annual financial audit report and annual financial report to appropriate governmental agencies.
- Prepare annual public depositor report.
- Oversee and implement bond issue related compliance, i.e., coordination of annual arbitrage report, transmittal of annual audit and budget to the trustee, transmittal of annual audit to bond holders and underwriters, annual/quarterly disclosure reporting, etc.
- Transmit Public Facilities Report to the appropriate agencies
- Bind necessary insurance for the District, which includes liability, property, workers' compensation, etc.

# OPERATIONS MANAGEMENT SERVICES

GMS provides operations/field management services to 8 0 + Districts throughout Florida under the direction of **Clayton Smith.** He has a deep, and lengthy family history connected to CDD management, and has owned and operated his own maintenance company in the Central Florida area which carried out various undertakings, primarily for CDDs. He is a proud alumnus of the Florida State University. **Mick Sheppard** is our Operations Maintenance Manager, overseeing maintenance projects and providing maintenance services. Mick is equipped and capable of handling almost all CDD maintenance needs and specializes in maintenance projects specific to CDDs. Mick has a lengthy background in various maintenance services including but not limited to plumbing, HVAC repair, grounds maintenance, and property maintenance.

#### PROPER OPERATION OF THE DISTRICTS INCLUDE:

- Administer and manage maintenance contracts for landscaping, stormwater, wastewater and reuse systems management
- Respond to resident and Board of Supervisors inquiries regarding Maintenance Operations
- Coordinate and implement maintenance projects throughout the community with vendors
- Conduct site visits (day and nighttime) to ensure satisfactory operation of the district and prepare periodic reports to the Board.
- Review and approve construction contracts, change orders, payment request, etc. during construction phase
- We can also develop landscaping RFPs as requested at an additional hourly or flat rate fee.

# FACILITY REPAIR & MAINTENANCE SERVICES

GMS has an in-house Facility repairs and maintenance department providing fully insured maintenance services in Tampa, Central Florida, and North Florida territories. Small to medium-size maintenance requests are coordinated through the District Manager and/or Field Operations Manager at the direction of the Board of Supervisors.

# AMENITY MANAGEMENT & LIFESTYLE PROGRAMMING

**Brian Young** is the Director of Amenity Management in Tampa. He currently oversees amenity operations at Villages of Bloomingdale, Belmont, Forest Brooke, and Cypress Creek. In addition to Brian, there are various members of amenity staff working on-site and are available to assist with special events throughout the fiscal year that would be reviewed and approved annually by the Board of Supervisors.







GMS has significant experience with highly amenitized CDD communities and is flexible regarding the approach taken to staffing, managing, and operating amenities. We typically see one of three approaches taken to amenity management:

- 1) District contracts with GMS for operations
- 2) District contracts with a third-party company for operations
- 3) District directly employs staff for operations

### UNDER THE FIRST APPROACH, THE FOLLOWING SERVICES ARE TYPICALLY PROVIDED

### BY GMS TO ENSURE A FIRST CLASS, AMENITY CENTERED COMMUNITY:

- Recruit, hire, train, and monitor Clubhouse and Facilities staff.
- Assume responsibility to manage a vibrant schedule of activities, events and lifestyle
  programming. GMS is structured to take a regional approach to serving its clients, but this structure
  does not preclude us from assigning the most talented and qualified individuals, regardless of their
  location, to appropriate roles.
- Communicate lifestyle opportunities and residential services information to owners and potential residents.
- Promote voluntary compliance with District rules, regulations and policies by communicating with residents.
- Maintain excellent level of customer service.
- Monitor the use of the amenities including resident barcode passes, security cameras, and other means of safeguarding the District.
- Maintain excellent level of customer service.
- Coordinate with vendors, contractors, internal and external stakeholders to ensure smooth operations of day to day and special activities.
- Maintain all relevant records of incidents, inspections, revenue, and other information as required by the District.
- Assist with budget preparation and reports, policy recommendations and enforcement, safety and/or security recommendations, collection of rental fees, maintaining records as needed.

Under the second and third approach, although the above services would not be provided directly by GMS, we would work to ensure that the contractor or direct employees were performing these and other necessary services.



# SAMPLE SPECIAL EVENTS

Social events are for all residents and open to the public, and a critical component to the success of the community. Below are some examples of events currently provided at other communities that GMS has previously assisted in staffing.

### 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.

### 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.

### KIDS NIGHT OUT/TEEN SCENE

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

### **ICE CREAM SOCIAL**

Ice cream and beverages with contests, raffles and games.

### SPRING FLING

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

### **DIVE-IN MOVIE**

View a movie by the pool with snacks and beverages while you enjoy the show.







# SAMPLE **NEWSLETTER**





















### REFERENCES

GMS prides itself on the timely delivery of quality services to its clients. As a result, our clients as well as the other CDD industry professionals have come to recognize and appreciate the quality of the services we provide. GMS encourages its prospective clients to call our references and learn what other district supervisors, developers, attorneys, engineers, and financial professionals are saying about us. The following table contains just a few of the clients and professionals who are pleased to serve as our references:

### **Glenn Roberts**

Chair, Dupree Lakes CDD 22598 Cherokee Rose Place Land O'Lakes, FL 34639 (502) 741-8013 seat4@dupreelakescdd.org

### Kristen Brooks

Chair, Belmont CDD 10109 Count Fleet Drive Ruskin, FL 33573 (404) 723-1245 boardmember5@belmontcdd.com

### **Paul Cilia**

Chair, Forest Brooke CDD 5019 Grist Mill Court Wimauma, FL 33598 (813) 419-8115 seat3@forestbrookecdd.org

### Liz Camacho

Chair, Creek Preserve CDD 16854 Delia Street Wimauma, FL 33598 (646) 725-6796 seat3@creekpreservecdd.com

### **Gerald Barkholz**

Chair, Palms of Terra Ceia Bay CDD 2925 Terra Ceia Bay Blvd., Unit 2904 Palmetto, FL 34221 (941) 705-6329 <a href="mailto:jerrybarkholz@gmail.com">jerrybarkholz@gmail.com</a>

### **Mark Hardee**

Chair, Terra Bella CDD 23963 San Giovanni Drive Land O Lakes, FL 34639 (301) 370-1183 terrabellacddseat5@gmail.com

Table 2-1. District Management & Client Management Experience Summary

GMS	GMS Client Name	Florida	General	Accounting &	Recording	Water /	Operations
Client #	As of 2025-06-30	State County	Management	Financial Reporting	Secretary	Wastewater Utility	Management/ Amenities
1	Aberdeen	St. Johns	1	1	1		
2	Academical Village	Broward	✓	✓	✓		✓
3	Acree	Duval	1	<b>*</b>	1		
4	Amelia Concourse	Nassau	✓	✓	✓		✓
5	Amelia Walk	Nassau	<b>*</b>	1	1		1
6	Anabelle Island	Clay	✓	✓	✓		✓
7	Armstrong	Clay	<b>*</b>	1	1		
8	Astonia	Polk	✓	✓	✓		✓
9	Auburn Lakes	Brevard	<b>*</b>	1	1		
10	Bahia Mar	Broward	✓	✓	✓		
11	Ballentrae Hillsborough( Billing ne	Hillsborough	<b>*</b>	<b>*</b>	1		✓
12	Bannon Lakes	St. Johns	✓	✓	✓		
13	Banyan Drive Security Guard Spec	Miami-Dade	<b>V</b>	1			
14	Bartram Park	Duval	✓	✓	✓		
15	Bartram Springs	Duval	*	<b>*</b>	1		
16	Bauer Drive	Miami-Dade	✓	✓	✓		
17	Bay Laurel Center	Marion	<b>*</b>	1	1	1	
18	Baytree	Brevard	✓	✓	✓		✓
19	Baywinds	Miami-Dade	<b>*</b>	<b>*</b>	1		✓
20	Beacon Tradeport	Miami-Dade	✓	✓	✓		
21	Bella Collina	Lake	<b>*</b>	1	1	1	<b>V</b>
22	Bella Tara	Osceola	✓	✓	✓		
23	Bellagio	Miami-Dade	<b>V</b>	<b>*</b>	<b>✓</b>		
24	Belmont	Hillsborough	<b>✓</b>	✓	✓		<b>√</b>
25	Belmont- Interlocal	Hillsborough	<b>*</b>	1	<b>√</b>		
26	Bent Creek	St. Lucie	✓	✓	✓		
27	Biscayne Drive Estates	Miami-Dade	<b>*</b>	<b>*</b>	1		
28	Bonita Village	Lee	<b>√</b>	1	✓		
29	Bonnet Creek	Orange	<b>✓</b>	<b>V</b>	1		1
30	Botaniko	Broward	<b>1</b>	1	✓		
31	Bradbury	Polk		4	1		1
32	Brandy Creek	St. Johns	<b>√</b>	✓	<b>√</b>		
33	Bridgewalk	Osceola	<b>*</b>	1	1		1
34	Bridgewater	Polk	<b>√</b>	<b>✓</b>	<b>√</b>		<b>✓</b>
35	By-The-Sea Security Guard Specia		<b>*</b>	<b>*</b>			
36	Campo Bello	Miami-Dade	<b>√</b>	1	✓		
37	Candler Hills East	Marion	<b>*</b>	<b>*</b>	✓		
38	Canopy	Leon	<b>√</b>	<b>√</b>	<b>√</b>		
39	Capital Region	Leon	<b>V</b>	<b>*</b>	<b>√</b>		
40	Central Lake	Lake	<b>√</b>	<b>✓</b>	<b>√</b>	<b>✓</b>	
41	Centre Lake	Miami-Dade	<b>*</b>	4	✓.		✓
42	ChampionsGate	Osceola	<b>√</b>	<b>✓</b>	<b>√</b>		In the second second
43	ChampionsGate Condominium Pro		<b>*</b>	<b>*</b>	<b>V</b>		
44	ChampionsGate Villas Building 1 C		<b>√</b>	<b>✓</b>	<b>✓</b>		
45	Chapel Creek	Pasco	<b>√</b>	1	1		<b>V</b>



GMS Client #	GMS Client Name	Florida State County	General Management	Accounting & Financial Reporting	Recording Secretary	Water / Wastewater Utility	Operations Management/ Amenities
46	Cheswick South	Clay	<b>√</b>	<b>√</b>	✓		
47	City of Coral Gables**	Miami-Dade	4	<b>V</b>			
48	Coastal Ridge	Duval	✓	✓	✓		
49	Coconut Cay	Miami-Dade	1	1	1		1
50	Cocoplum Lights	Miami-Dade	✓	✓			
51	Cocoplum Security Roving Special	Miami-Dade	1	<b>V</b>			
52	Copper Creek	St. Lucie	✓	✓	✓		✓
53	Copper Oaks	Lee	1	<b>√</b>	4		
54	Coquina Shores	Flagler	✓	✓	✓		
55	Coral Bay	Broward	<b>*</b>	<b>V</b>	4		<b>V</b>
56	Coral Keys Homes	Miami-Dade	✓	✓	✓		
57	Cordova Palms	St. Johns	1	<b>V</b>	1		<b>V</b>
58	County Road 33	Polk	✓	✓	✓		
59	Creek Preserve	Hillsborough	<b>V</b>	<b>V</b>	<b>V</b>		<b>V</b>
60	Creekside	St. Lucie	✓	<b>✓</b>	✓		
61	Crossings	Osceola	1	<b>4</b>	4		1
62	Crossroads Village Center	Polk	✓	✓	✓		
63	Crosswinds East	Polk	<b>V</b>	<b>V</b>	4		<b>4</b>
64	Crystal Cay	Miami-Dade	✓	✓	✓		
65	Cypress Bluff	Duval	4	4	1		
66	Cypress Cove	Broward	✓	✓	✓		✓
67	Cypress Park Estates	Polk	<b>V</b>	4	<b>V</b>		<b>V</b>
68	Cypress Ridge	Hillsborough	✓	✓	✓		✓
69	Darby	Duval	4	4	1		
70	Davenport Road South	Polk	✓	✓	✓		✓
71	Davis Reserve	Polk	4	1	<b>V</b>		<b>4</b>
72	Deer Island	Lake	✓	✓	✓		✓
73	Deer Run	Flagler	1	1	1		4
74	Dewey Robbins	Lake	✓	✓	✓		
75	Double Branch	Clay	<b>V</b>	<b>V</b>	¥		
76	Dowden West	Orange	✓	1	✓		✓
77	Downtown Doral	Miami-Dade	<b>4</b>	✓	4		
78	Downtown Doral South	Miami-Dade	✓	✓	✓		✓
79	Dunes	Flagler	<b>*</b>	<b>V</b>	4		
80	Dupree Lakes	Pasco	✓	✓	✓		✓
81	Durbin Crossings	St. Johns	<b>4</b>	<b>V</b>	1		
82	Eagle Hammock	Polk	<b>√</b>	✓	✓		<b>√</b>
83	Eagle Pointe	Manatee	<b>V</b>	<b>V</b>	<b>V</b>		<b>V</b>
84	East 547	Polk	<b>✓</b>	1	✓		<b>√</b>
85	Eden Hills	Polk		<b>V</b>	1		- 🗸
86	Elevation Pointe	Orange	✓	✓	✓		
87	Enclave At Black Pointe Marina	Miami-Dade	<b>*</b>	<b>V</b>	<b>V</b>		<b>V</b>
88	Epcore	Miami-Dade	✓	✓	✓		
89	Estancia at Wiregrass	Pasco	4	4	1		<b>V</b>
90	Eureka Grove	Miami-Dade	✓	✓	✓		



GMS Client #	GMS Client Name	Florida State County	General Management	Accounting & Financial Reporting	Recording Secretary	Water / Wastewater Utility	Operations Management/ Amenities
91	Falcon Trace	Orange	1	1	1		<b>V</b>
92	Forest Brooke	Hillsborough	1	1	<b>√</b>		1
93	Founders Ridge	Lake	1	<b>*</b>	1		
94	Fronterra (Starts Oct 1)	Collier	1	1	<b>√</b>		
95	Gardens at Hammock Beach	Flagler	1	4	1		
96	GIR East	Osceola	1	1	✓		
97	Golden Gem	Lake	1	<b>V</b>	1		
98	Grand Oaks	St. Johns	1	1	✓		
99	Grande Pines	Orange	1	1	1		-
100	Green Corridor	Multiple	1	1			
101	Griffin Lakes	Broward	1	<b>*</b>	1		<b>*</b>
102	Hamilton Bluff	Polk	1	1	<b>√</b>		
103	Hammock Lake Banyan Dr. Securi	Miami-Dade	1	1			
104	Hammock Lakes Security Guard S	Miami-Dade	1	1			
105	Hammock Oaks Golf and RV Resor	Sumter	1	1	1		_
106	Hammock Oaks Harbor Security G	Miami-Dade	1	1			
107	Hammock Reserve	Polk	1	1	1		-
108	Harbor Bay	Hillsborough	1	1	1		
109	Hartford Terrace	Polk	1	<b>*</b>	1		
110	Hemingway Point	Broward	1	1	<b>√</b>		<b>√</b>
111	Heritage Park	St. Johns	1	1	1		-
112	Heron Isles	Nassau	1	1	<b>√</b>		
113	Hickory Tree	Osceola	<b>V</b>	_			
114	Hicks Ditch	Lake	1	1	1		
115	Highland Meadows	Polk	1	1	1		-
116	Highland Meadows West	Polk	1	1	1		1
117	Holly Hill Road East	Polk	1	· ·	1		
118	Hollywood Beach 1	Broward	1	1	1		*
119	Horseshoe Creek	Polk	-	-	1		
120	Hunt Club Grove	Polk	1	_	1		<b>√</b>
121	Indigo	Volusia	1	1	1		
122	Indigo East	Marion	1	1	1		
123	Islands of Doral III	Miami-Dade	<b>V</b>		1		
124	Isle of Bartram Park	St. Johns	1	<b>4</b>	<b>√</b>		
125	Jennings Farms HOA	Clay	*	<b>V</b>	v		
126	Kepler Road	Volusia	1	_	<b>√</b>		
127	Kingman Gate	Miami-Dade	-	· ·	1		
128			1	1	٧		<b>*</b>
	Kings Bay Security Guard Special 1	Miami-Dade	*		1		_
129	Knightsbridge	Osceola	1	<b>√</b>	<b>√</b>		<b>V</b>
130	Lake Ashton	Polk					
131	Lake Ashton II	Polk	4	4	1		,
132	Lake Deer	Polk	1	<b>✓</b>	1		<b>/</b>
133	Lake Emma	Lake	1	<b>*</b>	1		<b>*</b>
134	Lake Harris	Lake	<b>'</b>	<b>\</b>	<b>√</b>		<b>V</b>
135	Lake Lizzie	Osceola	<b>V</b>	1	√		✓



GMS Client	GMS Client Name	Florida State	General Management	Accounting & Financial	Recording Secretary	Water / Wastewater	Operations Management/
#	As of 2025-06-30	County		Reporting		Utility	Amenities
136	Lake Mattie Preserve	Polk	✓	✓	✓		
137	Lakes by the Bay South	Miami-Dade	4	<b>V</b>	✓		<b>V</b>
138	Lakeside Plantation	Sarasota	✓	✓	✓		
139	Landings	Flagler	1	1	1		
140	Landings At Miami Beach	Miami-Dade	✓	✓	✓		
141	Lawson Dunes	Polk	4	4	4		<b>V</b>
142	Live Oak Lake	Osceola	✓	✓	✓		✓
143	Lucaya	Lee	1	4	4		
144	Lucerne Park	Polk	✓	✓	✓		✓
145	Mainstreet at Coconut Street	Miami-Dade	4	4	4		
146	Majorca Isles	Miami-Dade	✓	✓	✓		
147	Mayfair	Brevard	1	1	1		
148	McJunkin At Parkland	Broward	✓	✓	✓		
149	Meadowview At Twin Creeks	St. Johns	<b>V</b>	4	<b>V</b>		
150	Mediterranea	Palm Beach	✓	✓	✓		
151	Metropica	Broward	1	1	1		
152	Middle Village	Clay	✓	✓	✓		
153	Mirada (Lee)	Lee	4	<b>V</b>	4		
154	Mirada (Pasco)	Pasco	✓	✓	✓		✓
155	Narcoossee	Orange	1	4	4		4
156	Newtown Road	Miami-Dade	✓	✓	✓		
157	North Boulevard	Polk	1	4	<b>√</b>		V
158	North Dade	Miami-Dade	✓	✓	✓		
159	North Powerline Road	Polk	1	4	4		1
160	North Springs	Broward		✓	✓	✓	
161	Northern Riverwalk	Palm Beach	1	1	4		
162	Oakridge	Broward	✓	✓	✓		
163	Ocean Gate	Miami-Dade	1	4	1		
164	Old Cutler Bay Security Guard Spe	Miami-Dade	✓	✓			
165	Old Hickory	Osceola	4	4	<b>V</b>		<b>V</b>
166	Orchid Grove	Broward	✓	✓	✓		✓
167	Osceola Chain of Lakes	Osceola	1	4	4		4
168	отс	Duval	✓	✓	✓		
169	Palm Coast Park	Flagler	4	4	4		
170	Palm Glades	Miami-Dade	✓	✓	✓		✓
171	Palms of Terra Ceia Bay	Manatee	1	4	1		
172	Park Creek	Hillsborough	✓	✓	✓		✓
173	Parkside Trails	Lake	<b>V</b>	4	<b>V</b>		
174	Peace Creek	Polk	✓	<b>✓</b>	✓		✓
175	Peace Creek Village	Polk	1	<b>4</b>	1		1
176	Pine Air Lakes	Collier	✓	✓	✓		✓
177	Pine Bay Estates Security Roving &	Mlami-Dade	4	<b>4</b>			
178	Pine Isles	Miami-Dade	✓	✓	✓		
179	Pine Ridge Plantation	Clay	1	✓	4		
180	Poinciana	Polk	✓	✓	✓		✓



GMS Client #	GMS Client Name	Florida State County	General Management	Accounting & Financial Reporting	Recording Secretary	Water / Wastewater Utility	Operations Management/ Amenities
181	Poinciana West	Polk	1	1	1		-
182	Pollard Road	Polk	1	1	1		
183	Portofino Isles	St. Lucie		<b>*</b>	1		
184	Portofino Landings	St. Lucie	<b>/</b>	1	<b>√</b>		<b>√</b>
185	Portofino Shores	St. Lucie	1	1	1		1
186	Portofino Springs	Lee	1	1	<b>√</b>		
187	Portofino Vineyards	Lee	<b>*</b>	<b>*</b>	1		
188	Portofino Vista	Osceola	1	1	<b>√</b>		
189	Preston Cove	Osceola	<b>*</b>	1	1		
190	Princeton Commons	Miami-Dade	1	1	1		
191	Quail Roost	Miami-Dade	-	<b>*</b>	1		<b>*</b>
192	Ranches at Lake McLeod	Polk	1	1	<b>√</b>		1
193	Randal Park	Orange	1	1	1		<b>V</b>
194	Randal Park POA *	Orange	1	1			
195	Randal Park THOA *	Orange		1			
196	Randal Walk HOA-	Orange	1	1			
197	Remington	Osceola		1	1		-
198	Reserve	St. Lucie	<b>/</b>	1	<b>√</b>	<b>✓</b>	
199	Reserve II	St. Lucie	<b>*</b>	1	1	*	
200	Residences at Tohoqua Communit		<b>/</b>	1			
201	Reunion East	Osceola		1	1		1
202	Reunion West	Osceola	/	<b>/</b>	1		<b>,</b>
203	Rhodine Road North	Hillsborough	<b>V</b>	_	1		· ·
204	Ridges at Apopka	Orange	1	1	1		1
205	Ridgewood Trails	Clay	<b>V</b>	· /	1		<b>V</b>
206	River Place On The St. Lucie	St. Lucie	1	1	1		1
207	Riverbend	Hillsborough		<b>*</b>	1		<b>V</b>
208	Rivercrest	Hillsborough	1	<b>/</b>	1		<b>√</b>
209	Rivers Edge	St. Johns	4	· /	1		<b>V</b>
210	Rivers Edge II	St. Johns	/	_	1		
211	Rivers Edge III	St. Johns	1	1	1		
212	Riverwalk	Orange	<b>*</b>	1	<b>4</b>		
213	Rolling Hills	Clay	7		1		<b>V</b>
213	Rolling Oaks	Osceola	<b>*</b>	<b>√</b>	<b>√</b>		<b>✓</b>
215	Sabal Palm	Broward	<b>*</b>	<b>*</b>	1		<b>V</b>
216	Sampson Creek	St. Johns	<b>*</b>	<b>*</b>	1		Y
217	San Simeon	Miami-Dade	· /		1		
217	Sandmine Road	Polk	<b>*</b>	1	<b>√</b>		<b>V</b>
219	Sawyer's Landing	Miami-Dade	7	<b>*</b>	1		<b>V</b>
220	Scenic Highway	Polk	<b>✓</b>	1	<b>√</b>		<b>4</b>
	Scenic Highway  Scenic Terrace North	THE ALL	7	1	1		<b>*</b>
221		Polk	<b>*</b>		<b>√</b>		<b>✓</b>
222	Scenic Terrace South	Polk	7	<b>/</b>	1		
223	Seaton Creek Reserve	Duval		1			✓
224	Sedona Point	Miami-Dade	1	<b>/</b>	<b>√</b>		
225	Seminole Palms of Flager*	Flagler	<b>V</b>	<b>V</b>			



GMS	GMS Client Name	Florida	General	Accounting &	Recording	Water /	Operations
Client #	As of 2025-06-30	State County	Management	Financial Reporting	Secretary	Wastewater Utility	Management/ Amenities
226	Shingle Creek	Osceola	<b>√</b>	✓	✓		<b>√</b>
227	Shingle Creek At Bronson	Osceola	1	<b>V</b>	<b>V</b>		<b>*</b>
228	Siena North	Miami-Dade	<b>✓</b>	1	✓		
229	Silver Palms	Miami-Dade	1	1	1		
230	Six Mile	Clay	✓	✓	✓		1
231	Snapper Creek Lakes Security Gua	Miami-Dade	4	4			
232	Solterra	Miami-Dade	1	✓	✓		
233	South Village	Clay	4	4	4		
234	South-Dade Venture	Miami-Dade	✓	✓	✓		
235	St. Augustine Lakes	St. Johns	4	<b>V</b>	4		
236	Stillwater	St. Johns	✓	✓	✓		
237	Stoneybrook South	Osceola	1	<b>4</b>	1		<b>4</b>
238	Stoneybrook South At CG	Osceola	✓	✓	✓		✓
239	Stoneybrook West	Orange	<b>V</b>	4	<b>V</b>		<b>V</b>
240	Storey Creek	Osceola	✓	✓	✓		✓
241	Storey Drive	Orange	4	<b>√</b>	4		1
242	Storey Park	Orange	✓	✓	✓		✓
243	Summit View	Pasco	4	<b>V</b>	<b>4</b>		✓
244	Summit View II	Pasco	✓	✓	✓		
245	Sunrise Harbour Security Guard S	Miami-Dade	4	4			
246	Talis Park	Collier	✓	✓	✓		✓
247	Tapestry	Osceola	<b>V</b>	4	<b>V</b>		<b>V</b>
248	Terra Bella	Pasco	✓	✓	✓		✓
249	Tesoro	St. Lucie	1	<b>√</b>	4		4
250	The Crossings At Fleming Island	Clay	✓	✓	✓	✓	
251	TIFA	Brevard	1	<b>V</b>	4		
252	Tison's Landing	Duval	✓	✓	✓		
253	Tohoqua	Osceola	<b>4</b>	<b>4</b>	1		1
254	Tohoqua Crossings Townhomes H	Osceola	✓	✓			
255	Tohoqua Master Association *	Osceola	<b>V</b>	4			
256	Tohoqua Reserve *	Osceola	✓	✓			
257	Tolomato	St. Johns	4	1	4		
258	Towne Park	Polk	✓	✓	✓		✓
259	Townhomes at Tohoqua *	Osceola	<b>4</b>	<b>4</b>			
260	Tranquility	Brevard	✓	✓	✓		
261	Turnbull Creek	St. Johns	1	4	1		
262	Turtle Run	Broward	✓	✓	✓		✓
263	Valencia Water Control District	Orange	<b>V</b>	4	<b>V</b>		
264	Veranda Landing	St. Lucie	✓	✓	✓		
265	Verano #1	St. Lucie		<b>4</b>	1		
266	Verano #2	St. Lucie	✓	✓	✓		
267	Verano #3	St. Lucie	<b>V</b>	<b>V</b>	<b>V</b>		
268	Verano #4	St. Lucie	✓	✓	✓		
269	Verano #5	St. Lucie	1	4	4		
270	Verano Center	St. Lucie	✓	✓	✓		



GMS Client #	GMS Client Name As of 2025-06-30	Florida State County	General Management	Accounting & Financial Reporting	Recording Secretary	Water / Wastewater Utility	Operations Management/ Amenities
271	Viera East	Brevard	1	1	1		
272	Villa Portofino East	Miami-Dade	1	1	1		
273	Villa Portofino West	Miami-Dade	V	<b>*</b>	1		
274	Villages of Biscayne Park**	Miami-Dade	1	1			
275	Villages of Bloomingdale	Hillsborough	-	-	1		-
276	Villages of Westport	Duval	1	1	<b>✓</b>		
277	Villamar	Polk	<b>V</b>	<b>V</b>	1		<b>*</b>
278	Water Tank Road	Polk	<b>✓</b>	1	✓		
279	Water's Edge	Manatee	<b>V</b>	1	1		-
280	Waterford Estates	Charlotte	1	1	✓		
281	Waterleaf	Hillsborough	<b>*</b>	1	1		
282	Waterstone	St. Lucie	<b>✓</b>	✓	✓		
283	Weiberg Road	Polk	<b>V</b>	1	<b>V</b>		
284	Wellness Ridge	Lake	<b>✓</b>	<b>✓</b>	✓		<b>✓</b>
285	Westside	Osceola	*	<b>√</b>	1		*
286	Westside Haines City	Polk	<b>✓</b>	✓	✓		
287	Westview North	Miami-Dade	<b>*</b>	1	1		1
288	Westwood OCC	Orange	✓	✓	✓		
289	White Clay	Polk	<b>*</b>	<b>*</b>	1		
290	Wilford Preserve	Clay	✓	✓	✓		✓
291	Willow Creek	Brevard	1	1	1		4
292	Willow Creek II	Brevard	<b>✓</b>	✓	✓		
293	Willowbrook	Polk	<b>✓</b>	<b>√</b>	1		
294	Wind Meadows South	Polk	<b>✓</b>	✓	✓		1
295	Windsor at Westside	Osceola	<b>V</b>	1	1		1
296	Windsor Cay	Lake	✓	✓	✓		✓
297	Windward	Osceola	<b>*</b>	<b>*</b>	1		<b>V</b>
298	Woodland Crossing	Sumter	<b>✓</b>	✓	✓		
299	Woodland Ranch Estates	Polk	<b>V</b>	1	1		
300	Woodlands Section 9	Broward	✓	✓	✓		
301	Wynnfield Lakes	Duval	<b>→</b>	1	1		
302	Wynnmere West	Hillsborough	<b>✓</b>	✓	✓		✓
303	Yarborough Lane	Polk	<b>V</b>	<b>√</b>	1		
304	Zephyr Ridge	Pasco	<b>✓</b>	✓	✓		✓
305							
306							
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# RISK MANAGEMENT REQUIREMENTS

e				ICATE OF LIAI					08/27/2	
C B	HIS CERTIFICATE IS ISSUED AS A ERTIFICATE DOES NOT AFFIRMATI ELOW. THIS CERTIFICATE OF INS	VELY	OR	NEGATIVELY AMEND, DOES NOT CONSTITUT	EXTE	ID OR ALT	ER THE CO	VERAGE AFFORDED I	BY THE	POLICIES
IN	PRESENTATIVE OR PRODUCER, AN PORTANT: If the certificate holder e terms and conditions of the policy.	is ar	ADI	DITIONAL INSURED, the						
CI	rtificate holder in lieu of such endors				CONTA					
	n Risk Solutions, Inc.				PHONE (AIC N	. E-n (904) Z	62-8080	FAX No.	(904) 2	62-1444
	4 Devoe Street ksonville FL 32220				E-MAIL ACCRE		zelenrisk.co			
au	RSOITVING F L 32220				INSURE			ce Company		NAIC #
NSU	RED				INSURE	R B : Hiscox	Insurance C	Company		
	Governmental Manageme	nt Se	rvice	s-Tampa, LLC	INSURE	Rc: RetailF	irst Insurand	ce Company		
	1001 Bradford Way Kingston TN 37763				INSURE					
	Kingston IN 37763				INSURE					
0	/ERAGES CER	TIFIC	CATE	NUMBER:	e-duri			REVISION NUMBER:		
IN CI	IIS IS TO CERTIFY THAT THE POLICIES DICATED. NOTWITHSTANDING ANY RE ERTIFICATE MAY BE ISSUED OR MAY ICLUSIONS AND CONDITIONS OF SUCH	QUIF	REME AIN,	NT, TERM OR CONDITION : THE INSURANCE AFFORDS	OF AN	Y CONTRACT THE POLICIE	OR OTHER DESCRIBED	DOCUMENT WITH RESPE	CT TO	WHICH THIS
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Ą	CLAIMS-MADE X OCCUR							PREMISES (En cocumence)	s 100,	000
				WS644121		02/27/2025	02/27/2026	MED EXP (Any one person)	s 5,00	
	GENL AGGREGATE LIMIT APPLIES PER:							PERSONAL & ADV INJURY GENERAL AGGREGATE	\$1,00 \$2,00	
	X POLICY PRO-							PRODUCTS - COMPYOP AGG	52,00 52,00	
	AUTOMOBILE LIABILITY							COMBINED SINGLE LIMIT	8	
	ANY AUTO							BODILY INJURY (Per person)	S	
	ALL OWNED SCHEDULED AUTOS							BODILY INJURY (Per accident)	-	
	HRED AUTOS NON-OWNED AUTOS							PROPERTY DAMAGE (flar accided)	8	
_	UMBRELLA LIAB OCCUR							EACH OCCURRENCE		
	EXCESS LIAB CLAIMS-MADE							AGGREGATE	5	
	DED RETENTION \$	_							5	
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY V / N							X PER OTH-	-	
5	ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED?	N/A		0520-59463		09/01/2024	09/01/2025	E.L. EACH ACCIDENT	s 1,00	•
	(Mandatory in NH) If yes, describe under DESCRIFTION OF OPERATIONS below							E.L. DISEASE - EA EMPLOYER  E.L. DISEASE - POLICY LIMIT		
В	Professional			MPL4245121.24		09/05/2024	09/05/2025			00,000
								Aggregate	. ,	00,000
	RIPTION OF OPERATIONS / LOCATIONS / VEHIC difficate holder is additional insured									
CEI	RTIFICATE HOLDER				CAN	ELLATION				
					RHF	ULD ANY OF	THE ABOVE D	ESCRIBED POLICIES BE C	ANCEL	ED BEFORE
	Lakeshore Ranch CDD 4530 Eagle Falls Place				THE	EXPIRATION	N DATE THE	EREOF, NOTICE WILL CY PROVISIONS.		
	Tampa, FL 33619				AUTHO	RIZED REPRESE	INTATIVÉ	Vicky M.Z	ele	へ <sup>ME&gt;</sup>
								ORD CORPORATION.		

## **COST OF SERVICES**

### **MANAGEMENT SERVICES**

Management services will be provided for a fixed annual fee.

See Exhibit "A"

Reimbursable expenses such as copies, postage, courier services, printing, and binding will be billed on a monthly basis. Management fees are invoiced at the beginning of each month and due within 30 days of the invoice date. Subsequent management fees will be established based upon the adoption of the annual operating budget, which will be adjusted to reflect ongoing levels of service.









### **Governmental Management Services**

### EXHIBIT "A" - AMENITY MANAGEMENT FEE SCHEDULE

Amenity Management Services Descriptions	GMS Fees
<ul> <li>Amenity Management Services</li> <li>Amenity Center Open 7 Days A Week Year-Round</li> <li>Annual Fee paid in equal monthly payments</li> <li>As Defined In the Exhibit "A" -Scope Of Services</li> </ul>	\$122,057
Lifestyle Amenity Services  ● One (1) On-Site Full-Time Amenity Director	
<ul> <li>Amenity Attendants</li> <li>On-Site Part-Time Amenity Attendants to support amenity center staffing and events not to exceed 1,096 hours per year, charged as incurred.</li> <li>Any budget overage for extra events will be discussed with the Board for preapproval.</li> <li>Additional Event Hours are available and invoiced at \$25.00/Hour, pending District Manager or Board Approval.</li> </ul>	
The GMS Proposed Fees  For The	6422.057
LakeShore Ranch Community Development District	\$122,057
	\$122,05 <i>7</i>
	At Standard Hourly Rate + Reimbursable Expenses Not To Exceed Annu Budget
Facility Maintenance  Recommend moving to a maintenance task referral model  GMS has a fully licensed and local maintenance department for such requests made at the request of the Field Operations Manager, the District Manager,	At Standard Hourly Rate + Reimbursable Expenses Not To Exceed Annu

### TO THE BOARD OF SUPERVISORS OF THE

### LakeShore Ranch CDD









# SECTION V Subsection C – 1

### **RESOLUTION 2025-12**

A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE LAKESHORE RANCH COMMUNITY DEVELOPMENT DISTRICT APPOINTING AND REMOVING OFFICERS OF THE DISTRICT AND PROVIDING FOR AN EFFECTIVE DATE.

**WHEREAS**, the Lakeshore Ranch Community Development District (the "District") is a local unit of special-purpose government created and existing pursuant to Chapter 190, *Florida Statutes*, and situated entirely within Pasco County, Florida; and

**WHEREAS**, in connection with the appointment of a new District Manager, the District's Board of Supervisors desires to appoint and remove Officers of the District.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF SUPERVISORS OF THE LAKESHORE RANCH COMMUNITY DEVELOPMENT DISTRICT THAT:

**SECTION 1.** The following are appointed as Officers of the District effective 12:00 a.m. on September 9, 2024:

### **District Manager Officers:**

<u>Jason Greenwood</u> <u>is appointed Treasurer</u>

<u>Hannah Greenwood</u> <u>is appointed Assistant Treasurer;</u>

<u>Jason Greenwood</u> <u>is appointed Secretary;</u>

Amanda Ferguson, Darrin Mossing, Brian Young are appointed Assistant Secretaries.

### **Board Member Officers:**

Ronald Mitchell	is appointed Chairman;
Christine Thomas	is appointed Vice Chairperson;
Larry Dobbs	is appointed Assistant Secretary;
Shawn McCaig	is appointed Assistant Secretary; and
Raymond Lotito	is appointed Assistant Secretary.

- **SECTION 2.** As of 12:00 a.m. on September 9, 2025, any Officer who is a past or present employee of Kai., is removed without further action of the Board.
  - **SECTION 3.** This Resolution supersedes any prior appointments made by the Board.
- **SECTION 4.** This Resolution shall take effect at the date and time set forth herein and shall remain in effect unless rescinded or repealed.

### PASSED AND ADOPTED THIS 9<sup>th</sup> day of September 2025.

ATTEST:	LAKESHORE RANCH COMMUNITY DEVELOPMENT DISTRICT
Secretary/Assistant Secretary	Chairperson / Vice Chairperson
	Board of Supervisors

# SECTION V Subsection C – 2

#### **RESOLUTION 2025-13**

A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE LAKESHORE RANCH COMMUNITY DEVELOPMENT DISTRICT DIRECTING GOVERNMENTAL MANAGEMENT SERVICES - TAMPA, LLC, TO ESTABLISH A LOCAL BANK ACCOUNT AT FOR THE DISTRICT AND APPOINT THE SECRETARY, ASSISTANT TREASURER AND ASSISTANT SECRETARIES AS SIGNORS ON THE ACCOUNT; AUTHORIZING CLOSURE OF OTHER CHECKING ACCOUNTS; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, the Lakeshore Ranch Community Development District (the "District") is a local unit of special-purpose government created and existing pursuant to Chapter 190, *Florida Statutes*, and situated entirely within Pasco County, Florida; and

WHEREAS, the District's Board of Supervisors desires to establish a local bank account for the District and appoint the Secretary, Assistant Treasurer, and Assistant Secretaries as signors on the account.

NOW THEREFORE BE IT RESOLVED BY THE BOARD OF SUPERVISORS OF THE LAKESHORE RANCH COMMUNITY DEVELOPMENT DISTRICT THAT:

**SECTION 1.** Governmental Management Services - Tampa, LLC, is directed to establish a local bank account at Truist Bank, 11015 Causeway Blvd., Brandon, FL 33511, for the District.

- **SECTION 2.** The Secretary, Assistant Treasurer, and Assistant Secretaries shall be appointed as signors on the account.
- **SECTION 3.** The Secretary, Assistant Treasurer and Assistant Secretaries are authorized to close any existing checking accounts and transfer the funds to the new bank account identified herein or as otherwise directed by the Board.
- **SECTION 4.** This Resolution shall take effect on September 9, 2025, and shall remain in effect unless rescinded or repealed.

PASSED AND ADOPTED this 9th day of September, 2025

ATTEST:	LAKESHORE RANCH COMMUNITY DEVELOPMENT DISTRICT
Secretary / Assistant Secretary	Chairperson, Board of Supervisors

# SECTION V Subsection C – 3

#### **RESOLUTION 2025-14**

A RESOLUTION BY THE BOARD OF SUPERVISORS OF THE LAKESHORE RANCH COMMUNITY DEVELOPMENT DISTRICT RE-DESIGNATING THE PRIMARY ADMINISTRATIVE OFFICE AND PRINCIPAL HEADQUARTERS OF THE DISTRICT; RE-DESIGNATING THE LOCATION OF THE LOCAL DISTRICT RECORDS OFFICE; AND PROVIDING AN EFFECTIVE DATE.

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

**WHEREAS**, the District desires to re-designate its primary administrative office as the location where the District's public records are routinely created, sent, received, maintained, and requested, for the purposes of prominently posting the contact information of the District's Record's Custodian in order to provide citizens with the ability to access the District's records and ensure that the public is informed of the activities of the District in accordance with Chapter 119, *Florida Statutes*; and

WHEREAS, the District also desires to specify the location of the District's principal headquarters for the purpose of establishing proper venue under the common law home venue privilege applicable to the District; and

WHEREAS, the District is statutorily required to designate a local district records office location for the purposes of affording citizens the ability to access the District's records, promoting the disclosure of matters undertaken by the District, and ensuring that the public is informed of the activities of the District in accordance with Chapter 119 and Section 190.006(7), *Florida Statutes*.

# NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF SUPERVISORS OF THE LAKESHORE RANCH COMMUNITY DEVELOPMENT DISTRICT:

- SECTION 1. The District's primary administrative office for purposes of Chapter 119, Florida Statutes, shall be located at <u>4530 Eagle Falls Pl., Tampa, FL 33619</u>.
- SECTION 2. The District's principal headquarters for the purpose of establishing proper venue is in Hillsborough County, Florida.
- SECTION 3. The District's local records office shall be located at <u>Lakeshore Ranch</u> Clubhouse, 19730 Sundance Lake Blvd., Land O'Lakes, FL 34638.
  - SECTION 4. This Resolution shall take effect September 9, 2025.

## PASSED AND ADOPTED THIS $9^{TH}$ DAY OF SEPTEMBER 2025.

ATTEST:	LAKESHORE RANCH COMMUNITY DEVELOPMENT DISTRICT		
Secretary/Assistant Secretary	Chairperson / Vice Chairperson Board of Supervisors		

# SECTION VI Subsection C



#### **AMENITY CENTER MANAGEMENT REPORT**

For the month of AUGUST 2025

Date of Meeting: September 9, 2025

Submitted by: Lori Karpay

#### **MAILCHIMP EMAILS**

8/1- August newsletter

8/2 – Internet and phone updates

8/5 - Potluck & Live Music

8/5 – Kid's art event - reminder

8/7 – August CDD meeting agenda

8/9 - Revised August CDD meeting agenda

8/9 - Book Club

8/9 – Kids bingo & sundaes

8/12 – Kids bingo & sundaes with updated time

8/13 – Kids bingo & sundaes with updated time

8/20 – September newsletter

8/28 - Farewell cake & coffee

#### **SPECIAL EVENTS/PROGRAMMING**

- In August, the adults enjoyed live music and a potluck spread of delicious cuisine! This was a fantastic event, and the residents had a great time!
- In August, the kids played bingo and enjoyed ice cream afterwards. They had a great time and it was very well attended.



#### **FACILITY AND AMENITY MANAGEMENT**

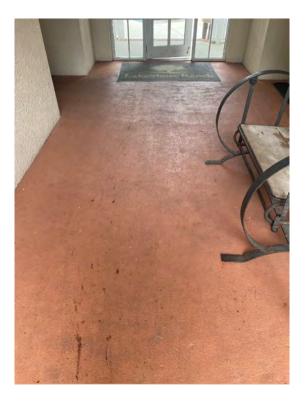
- Please see separate Inspection Report.
- Installed shelf for new TV in fitness center.



- Recumbent bike was installed in the fitness center. I printed and laminated instructions for the residents. They are located on the table inside.
- Replaced broken trashcan lids at amenities.
- Worked with Supervisor McCaig on camera operations.
- Secured bottom of courts fence.
- Was working with GPS to ensure all pool equipment will be in good working order.
- Scrubbed breezeway floor. Planned on prepping for new paint job but weather was a factor in delaying the project.



## **BEFORE**



**AFTER** 



Page **3** of **5**LakeShore Ranch Amenity Center Management Report, August 2025 | Meeting date September 9, 2025



• Replaced torn wind guard on courts.

#### **BEFORE**



**AFTER** 



Page **4** of **5**LakeShore Ranch Amenity Center Management Report, August 2025 | Meeting date September 9, 2025



• Month of August staff hours:

Facility Attendants: 202.9Maintenance Tech: 163.92

Camera inspection: The cameras that are installed are functioning.

**CONSIDERATIONS:** 

None at this time.

# SECTION VI Subsection C - 1

# LakeShore Ranch CDD Bank United Debit Card #XXXXXXXX0030 (Balance \$500) Beginning August 1, 2025 | Ending August 31, 2025

Date	Vendor	Description	GL Code	Amount	Bd.Appvd	Subsidized Amount
8/3/2025	Amazon	Tissues for clubhouse	1520120	\$30.58		
8/4/2025	Amazon	Toner replacement for mgr's printer	1520120	\$428.89		
8/9/2025	Amazon	Outdoor trashcan lids	1520200	\$227.97		
8/10/2025	Prime Video	Sunday matinee	1520260	\$5.99		
8/15/2025	Lowe's	Shelf for TV in fitness center	1520040	\$21.17		
8/20/2025	Amazon	Swiffer wet cloths	1520140	\$33.49		
8/22/2025	USPS	CDD deposit	1520200	\$8.40	Yes	
8/24/2025	Prime Video	Sunday matinee	1520260	\$3.99		
8/30/2025	Mailchimp	Marketing platform	1520200	\$45.00	Yes	
			TOTAL:	\$805.48		

\_\_\_\_\_

**District Manager** 

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# **Order Summary**

Order placed July 31, 2025 Order # 111-6908526-5246639

Ship to	Payment method	Order Summary	
Lori Karpay 19730 SUNDANCE LAKE BLVD LAND O LAKES, FL 34638-2720 United States	Visa ending in 0030  View related transactions	Item(s) Subtotal: Shipping & Handling: Total before tax: Estimated tax to be collected: Grand Total:	\$23.59 \$6.99 \$30.58 \$0.00 \$30.58

#### **Delivered August 3**

Your package was delivered. It was handed directly to a resident.



Amazon Basics Facial Tissue with Lotion, 2-Ply, 1350 Count (18 Packs of 75), (Packaging May Vary)

Sold by: Amazon.com Supplied by: Other

Return or replace items: Eligible through September 2, 2025

\$23.59

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# **Order Summary**

Order placed July 31, 2025 Order # 111-4614015-1055417

Ship to Payment method **Order Summary** Visa ending in 0030 Lori Karpay Item(s) Subtotal: \$428.89 19730 SUNDANCE LAKE BLVD View related transactions \$0.00 Shipping & Handling: LAND O LAKES, FL 34638-2720 Total before tax: \$428.89 **United States** Estimated tax to be \$0.00 collected: **Grand Total:** \$428.89

#### **Delivered August 4**

Signed by: MICHELE



HP 410A Cyan, Magenta, Yellow Toner Cartridges (3-pack) | Works with Color LaserJet Pro M452 Series, Color LaserJet Pro MFP M377, M477 Series | CF251AM

Sold by: 24/7 Toners Supplied by: Other

Return or replace items: Eligible through September 4, 2025

\$428.89

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## **Order Summary**

Order placed August 4, 2025 Order # 111-6111874-5077843

Ship to	Payment method	Order Summary	
Lori Karpay 19730 SUNDANCE LAKE BLVD LAND O LAKES, FL 34638-2720 United States	Visa ending in 0030  (View related transactions)	Item(s) Subtotal: Shipping & Handling: Free Shipping: Total before tax: Estimated tax to be collected: Grand Total:	\$227.97 \$6.99 -\$6.99 \$227.97 \$0.00

#### **Delivered August 9**



SPARTA Bronco Plastic Round Waste Bin Dome Lid With Hinged Door, 32 Gallons,

Blacl

Sold by: Amazon.com

Supplied by: Other

Return or replace items: Eligible through September 8, 2025

\$75.99

#### **Delivered August 9**



SPARTA Bronco Plastic Round Waste Bin Dome Lid With Hinged Door, 32 Gallons,

Black

Sold by: Amazon.com

Supplied by: Other

Return or replace items: Eligible through September 8, 2025

\$75.99

#### **Delivered August 9**



SPARTA Bronco Plastic Round Waste Bin Dome Lid With Hinged Door, 32 Gallons,

Black

Sold by: Amazon.com

Supplied by: Other

Return or replace items: Eligible through September 8, 2025

\$75.99

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From: <u>Amazon Prime Video</u>

To: Lori R. Karpay

**Subject:** Amazon.com order of D01-0120206-7085068. **Date:** Sunday, August 10, 2025 1:01:48 PM

You don't often get email from no-reply@primevideo.com. Learn why this is important



#### **Order Confirmation**

#### Hello Lori,

Thank you for shopping with us. Find all of your new and previous Amazon Prime Video purchases — movies, TV episodes and unexpired movie rentals — in your Library.

Instantly watch your videos anywhere with your Amazon Fire TV, Fire Tablet, iPad, Roku, PlayStation, XBox, Wii, PC, Mac, or compatible TVs, Blu-ray players, and set-top boxes.

Learn more.

#### **Order Details**

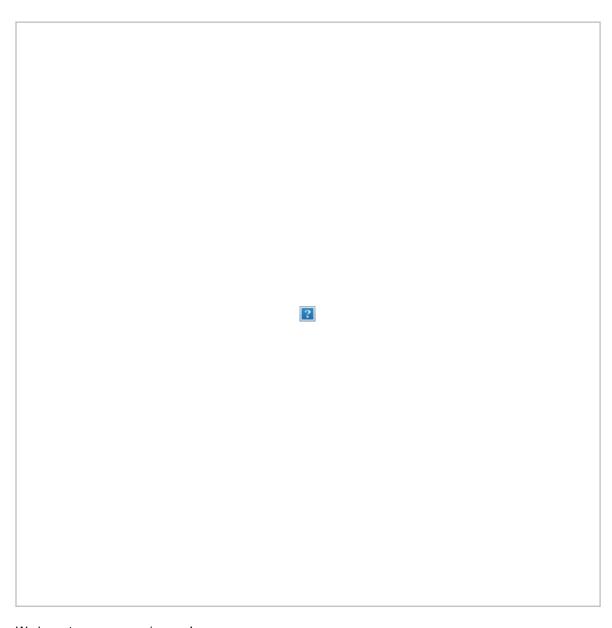
#### Order #D01-0120206-7085068

Placed on Sunday, August 10, 2025

View order details

Item Subtotal: \$5.99
Total Before Tax: \$5.99
Tax Collected: \$0.00
Grand Total: \$5.99

Update your device and settings on the Amazon Prime Video Settings and Devices page. Learn more about Amazon Prime Video in Help.



We hope to see you again soon!

#### Amazon.com



Biofreeze Roll On Pain Relief for... \$36.70

GasSaf 15.3inch Flavorizer Bar... \$15.99

You can view your receipt or invoice by visiting the Order details page.

#### **Purchase Details**

When you buy a video you may watch and re-watch it as often as you like (subject to the limitations described in the Terms of Use). You may stream a purchased video while connected to the internet (by clicking the 'Watch Now' button) and access the video from Your Video Library on any other compatible device. You may also download the video. Learn more about downloading. Additional restrictions may apply (as provided in our Terms of Use).

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LOWE'S HOME CENTERS, LLC 21500 STATE RD 54 LUTZ, FL 33549 (813) 345-9020

#### - SALE -

SALES#: FSTLANO5 5061780 TRANS#: 617782071 08-15-25

3629099 A+R DARK OAK LEDGE W/ BRA

SUBTOTAL: 21.17

TOTAL TAX: 0.00 INVOICE 92831 TOTAL:

21.17 VISA: 21,17

UISA: XXXXXXXXXXXXX0030 AMOUNT: 21.17 AUTHCD: 953038 TAP REFID:223639831113 08/15/25 08:43:13

CUSTOMER CODE: NA TUR : 00000000000 AID: A0000000980840

STORE: 2238 TERMINAL: 39 08/15/25 08:43:36 # OF ITEMS PURCHASED:

EXCLUDES FEES, SERVICES AND SPECIAL ORDER ITEMS



THANK YOU FOR SHOPPING LOWE'S. FOR FULL DETAILS ON OUR RETURN POLICY, VISIT LOWES. COM/RETURNS A WRITTEN COPY OF THE RETURN POLICY IS AVAILABLE AT OUR CUSTOMER SERVICE DESK

MY LOWE'S REWARDS CREDIT CARDHOLDERS GET MORE. FOR DETAILS VISIT LOWES.COM/MYLOWESREWARDS 

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ENTER FOR A CHANCE TO BE

ONE OF FIVE \$500 WINNERS DRAWN MONTHLY!

TENTRE EN EL SURTEO MENSUAL

PARA SER UNO DE LOS CINCO GANADORES DE \$500!

ENTER BY COMPLETING A SHORT SURVEY WITHIN ONE WEEK AT: WWW.lowes.com/survey Y O U R I O #926314 223892 274433

NO PURCHASE NECESSARY TO ENTER OR WIN. \* VOID WHERE PROHIBITED. MUST BE 18 OR OLDER TO ENTER. \* \* OFFICIAL RULES & WINNERS AT: www.lowes.com/survey \* 

STORE: 2238 TERMINAL: 39 08/15/25 08:43:36 199

# **Order Summary**

Order placed August 20, 2025 Order # 112-4003402-0766665

Lori Karpay Visa ending in 0030 Item(s) Su	iry
19730 SUNDANCE LAKE BLVD LAND O LAKES, FL 34638-2720 United States  View related transactions  Shipping 8 Estimated collected: Grand Total	andling: \$0.00 ax: \$33.49

#### **Delivered August 26**



Swiffer Sweeper Wet Cloth Refill, White 64 Count

Sold by: Virashmi

Supplied by: Other

Return or replace items: Eligible through September 26, 2025

\$33.49

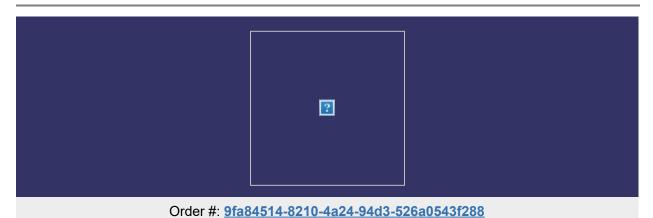
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From:

To:

noreply-ecns@usps.com Lori R. Karpay USPS - Click-N-Ship(R) Payment Confirmation Friday, August 22, 2025 1:44:54 PM Subject:

Date:



# Thank you for your order.

Review details in USPS Click-N-Ship $^{\circledR}$  shipping history.

**View Order Details** 

#### **ORDER DETAILS**

Account #: 413101007

Order #: 9fa84514-8210-4a24-94d3-526a0543f288

Placed on: Aug 22, 2025

17:44:15 PM UTC

**Payment** 

VISA-0030

Method:

Status: **PAID** 

Email: lkarpay@vestapropertyservices.com

#### **ORDER SUMMARY**

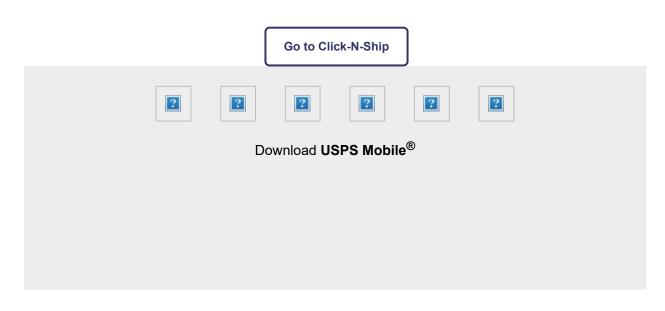
**Total Item Priority Mail®** \$8.40  $\underline{4203360714499405530109355200625826}$ Scheduled delivery date: 08/25/2025 **Shipped To:** LakeShore Ranch Kai 2502 N ROCKY POINT DR STE 1000 TAMPA FL 33607-1449 US Subtotal: \$8.40 Shipping: \$0.00 Total: \$8.40

#### **NEED HELP?**

If you need help, please visit the Frequently Asked Questions.

Go to FAQ's

#### **SAVE TIME, CREATE LABELS**



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From: <u>Amazon Prime Video</u>

To: Lori R. Karpay

**Subject:** Amazon.com order of D01-7135626-3510649. **Date:** Sunday, August 24, 2025 12:54:51 PM



#### **Order Confirmation**

#### Hello Lori,

Thank you for shopping with us. Find all of your new and previous Amazon Prime Video purchases — movies, TV episodes and unexpired movie rentals — in your Library.

Instantly watch your videos anywhere with your Amazon Fire TV, Fire Tablet, iPad, Roku, PlayStation, XBox, Wii, PC, Mac, or compatible TVs, Blu-ray players, and set-top boxes.

Learn more.

#### **Order Details**

Order #D01-7135626-3510649

Placed on Sunday, August 24, 2025

View order details

Item Subtotal: \$3.99
Total Before Tax: \$3.99
Tax Collected: \$0.00
Grand Total: \$3.99

Update your device and settings on the Amazon Prime Video Settings and Devices page. Learn more about Amazon Prime Video in Help.







Biofreeze Roll On Pain Relief for... \$36.70

You can view your receipt or invoice by visiting the Order details page.

#### **Purchase Details**

When you buy a video you may watch and re-watch it as often as you like (subject to the limitations described in the Terms of Use). You may stream a purchased video while connected to the internet (by clicking the 'Watch Now' button) and access the video from Your Video Library on any other compatible device. You may also download the video. Learn more about downloading. Additional restrictions may apply (as provided in our Terms of Use).

This email was sent from a notification-only address that cannot accept incoming email. Please do not reply to this message.

From: No Reply - Mailchimp
To: Lori R. Karpay
Subject: Mailchimp Order

**Date:** Saturday, August 30, 2025 2:40:58 AM



# Your order has been processed.

#### Order MC19552647

Processed on August 30, 2025 02:40 AM Indiana - Indianapolis.

Standard plan	\$45.00
1,500 contacts	
Intuit Assist for Mailchimp*	\$0.00
Al-powered marketing	
	<b>4.5.00</b>

Paid via Visa ending in 0030 which expires 12/2029 on August 30, 2025

\$45.00

Balance as of August 30, 2025 \$0.00

<sup>\*</sup> Intuit Assist functionality (beta) is available to certain users with Premium, Standard and Legacy plans in select countries in English only. Access to Intuit Assist is available at no additional cost at this time. Pricing, terms, conditions, special features and service options are subject to change without notice. Availability of features and functionality varies by plan type. Features may be broadly available soon but represents no obligation and should

not be relied on in making a purchasing decision. For details, please view Mailchimp's various plans and pricing.

#### Issued to

Lori Karpay theclubhouseLSR@outlook.com lkarpay@vestapropertyservices.com LakeShore Ranch CDD 1021 E. Broad Street Tampa, FL 33604 8133886839

Tax ID: 858013294242C-6

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# SECTION VII Subsection A

1	MINUTES OF MEETING
2	LAKESHORE RANCH
3	COMMUNITY DEVELOPMENT DISTRICT
4 5 6	The Regular Meeting and Public Hearing of the Board of Supervisors of the Lakeshore Ranch Community Development District was held on Tuesday, August 12, 2025 at 6:30 p.m. at Lakeshore Ranch Clubhouse, 19730 Sundance Lake Boulevard, Land O'Lakes, Florida 34638.
7	FIRST ORDER OF BUSINESS – Roll Call
8	Mr. Mendenhall called the meeting to order and conducted roll call.
9	Present and constituting a quorum were:
10 11 12 13 14	Ronald Mitchell Christine Thomas Board Supervisor, Chairman Board Supervisor, Vice Chairwoman Shawn McCaig Board Supervisor, Assistant Secretary Raymond Lotito Board Supervisor, Assistant Secretary Larry Dobbs Board Supervisor, Assistant Secretary
15	Also present were:
16 17 18 19 20 21 22 23	Andy Mendenhall Pete Lucadano RedTree Landscaping John Burkett RedTree Landscaping Greg Woodcock District Engineer, Stantec Michael Broadus District Counsel, Straley Robin Vericker Matt Goldrick Account Manager, Steadfast Brian Young Amenity Director, GMS Lori Karpay Amenity Manager, Vesta Property Services
24	SECOND ORDER OF BUSINESS – Pledge of Allegiance
25	The Pledge of Allegiance was recited.
26	THIRD ORDER OF BUSINESS – Audience Comments
27 28 29	A resident expressed concern about not receiving emails with report packets and said they had to research landscaping issues on their own. They were particularly worried about overgrown vines affecting trees and hoped the issue would be addressed
30	FOURTH ORDER OF BUSINESS – Staff & Vendor Reports
31	A. Field Service Manager: Kai
32	1. Exhibit 1: Field Service Report conducted on July 30, 2025
33 34	Mr. Dobbs mentioned the second roundabout design and sod replacement. Mr. Mendenhall confirmed they would follow up with RedTree to handle both.
35	2. Exhibit 2: July 2025 Analytics Report
36	3. Exhibit 3: Steadfast – July 2025 Waterway Treatment Report
37 38 39	Mr. Goldrick reported that most ponds looked good, with Pond 25 needing extra treatment due to its depth and algae growth. A new treatment mix is being tested, and recent rain has helped reduce algae.
40 41	<ul> <li>Exhibit 4: Consideration/Approval of Updated Aquatic Maintenance Contract - \$25,116.00/yr</li> </ul>

Lakeshore Ranch CDD

Regular Meeting and Public Hearing

August 12, 2025

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On a MOTION by Ms. Thomas, SECONDED by Mr. Dobbs, WITH ALL IN FAVOR, the Board approved the Updated Aquatic Maintenance Contract in the amount of \$25,116 per year, for the Lakeshore Ranch Community Development District.

- b. Consideration/Approval of Brazilian Peppertrees Removal Proposals
- i. Exhibit 5: Site 1 \$13,825.00
- 47 ii. Exhibit 6: Site 2 \$21,525.00
- The Board decided to table this at the next meeting.
  - 4. Exhibit 7: RedTree June 2025 Landscape Maintenance Report

Mr. Lucadano said the tree was planned to be fixed within a few weeks. Residents raised concerns about overgrown vines overtaking landscaping along Watercolor. Mr. Lucadano said vines were managed monthly but grow aggressively. Mr. Burkett reported wiring issues on Watercolor and a broken sand separator near the tennis courts, with proposals pending for both repairs. A Supervisor requested that the dead trees and several dead bushes at the second roundabout be checked and evaluated for potential replacement.

It was noted that RedTree was supposed to install a root shield along Watercolor Drive in April but never received authorization. Mr. Mendenhall said he saw no record of it but offered to reconfirm it. Ms. Thomas and Mr. Mitchell added that a concrete slab might also be needed, and the Board agreed to get a quote for both the root shield and slab.

- 5. Consideration/Approval of Proposals:
  - a. Exhibit 8: Tree Removal RedTree \$1,500.00

On a MOTION by Mr. Mitchell, SECONDED by Ms. Thomas, WITH ALL IN FAVOR, the Board approved the Proposal from RedTree for Tree Removal in the amount of \$1,500.00 contingent upon confirmation that the repair was District's resposibility, for the Lakeshore Ranch Community Development District.

The sod at the amenity center fountain had been replaced for the second time and believed the Board had already approved it. Supervisors confirmed it was approved in the June minutes. Mr. Mendenhall agreed to review the minutes and coordinate with RedTree to get the work completed.

- b. Pump Replacement
  - i. Exhibit 9: RedTree \$9,079.00
  - ii. Exhibit 10: RedTree (Revised) \$9,649.68
  - iii. Exhibit 11: Florida Commercial Care \$11,062.50
  - iv. Exhibit 12: Accurate Drilling \$14,009.30
  - v. Exhibit 13: Accurate Drilling \$34,212.26 (w/ Drilling)

Supervisors discussed the pump replacement and noted no evaluation had been done yet. Mr. Lucadano explained the old pump must be removed before testing the well. Supervisors requested full cost estimates for both repair and replacement. The vendor confirmed the \$9,600 proposal included testing. It was agreed to gather more proposals and make a decision by next month before the fiscal year ends.

c. Washout Repair

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Regular Meeting and Public Hearing Page 3 of 7 81 i. Exhibit 14: RedTree - \$1,355.00 82 ii. Exhibit 15: Florida Commercial Care - \$1,364.41 83 On a MOTION by Ms. Thomas, SECONDED by Mr. McCaig, WITH ALL IN FAVOR, the Board 84 approved the Proposal from RedTree for Washout Repair in the amount of \$1,355.00 contingent upon confirmation of Mr. Woodcock that the repair was in the CDD Property, for the Lakeshore 85 Ranch Community Development District. 86 87 d. Exhibit 16: Permanent Track Lightning (Guardhouse & Clubhouse) -Illuminations Holiday - \$31,950.00 88 89 On a MOTION by Ms. Thomas, SECONDED by Mr. Dobbs, WITH ALL IN FAVOR, the Board approved 90 the Proposal from Illuminations Holiday Lighting for Track Lighting in the amount of \$31,950.00 in five-year payment plan, for the Lakeshore Ranch Community Development District. 91 92 e. Exhibit 17: Straightening Sign 93 i. Exhibit 18: Florida Brothers - \$155.00 94 ii. Exhibit 19: JML - \$385.00 95 Mr. Lotito stated that they have secured a new vendor to take care of the issue. 96 f. Exhibit 20: Pressure Washing – Riptide- \$12,766.80 97 On a MOTION by Mr. Lotito, SECONDED by Mr. McCaig, WITH ALL IN FAVOR, the Board approved 98 the Proposal from Riptide Pressure Washing for Pressure Washing Services in the amount of 99 \$12,766.80, for the Lakeshore Ranch Community Development District. 100 B. District Engineer: Stantec 101 1. Consideration/Approval of Installation of 10' Gate Proposals (Water Color Easement): 102 a. Exhibit 21: Big Dog - \$4,950.00 103 b. Exhibit 22: Danielle - \$4,465.00 104 Mr. Woodcock explained that the installation timeline would depend on material availability but could likely be completed before next month if approved. 105 On a MOTION by Mr. Mitchell, SECONDED by Ms. Thomas, WITH ALL IN FAVOR, the Board 106 approved the Proposal from Danielle for Installation of 10' Gate Proposals (Water Color Easement) 107 in the amount of \$4,465.00, for the Lakeshore Ranch Community Development District. 108 109 C. District Counsel: Straley Robin Vericker 110 1. Consideration/Approval of Amenity Management Proposal: a. Exhibit 23: Berman - \$213,920.00 111 b. Exhibit 24: GMS - \$122,057.00 112 c. Exhibit 25: Vesta - \$227,066.00 (1st year) 113

Personnel from Berman, GMS, and Vesta Amenity Management Company presented to the Board.

They collectively provided an overview of the company's services, discussed management

operations, and responded to questions from Board members.

Lakeshore Ranch CDD August 12, 2025 Regular Meeting and Public Hearing Page 4 of 7 117 On a MOTION by Ms. Thomas SECONDED by Mr. Lotito, WITH ALL IN FAVOR, the Board approved 118 the Amenity Management Proposal from GMS in the amount of \$122,057.00, for the Lakeshore Ranch Community Development District. 119 120 Ms. Thomas made a motion to terminate amenity services with Vesta. 121 On a MOTION by Ms. Thomas SECONDED by Mr. Dobbs, WITH ALL IN FAVOR, the Board approved to Terminate Amenity Services from Vesta, for the Lakeshore Ranch Community Development District. 122 123 D. Clubhouse & Amenity Manager: Vesta 124 1. Exhibit 26: Amenity Center Management Report Mr. Dobbs inquired about tiles he thought were purchased for the gym bathroom. Ms. Karpay 125 126 clarified that no tiles were bought, only rubber mats were placed in the shower area. 127 2. Exhibit 27: Debit Card Report 128 3. Consideration/Approval of Pool Maintenance Proposals: a. Exhibit 28: Cooper Pools - \$3,940.00 129 130 b. Exhibit 29: Family Pool Care - \$2,250.00 131 Exhibit 30: GPS Pools - \$3,450.00 132 Exhibit 31: Ingenuity Pool Services - \$1,650.00 133 Exhibit 32: Triangle Pool - \$4,450.00 On a MOTION by Mr. Lotito SECONDED by Mr. Dobbs, WITH ALL IN FAVOR, the Board approved 134 135 the Proposal from GPS Pools for Pool Maintenance in the amount of \$3,450.00, for the Lakeshore 136 Ranch Community Development District. 137 E. District Manager: Kai 138 1. Consideration/Adoption of Resolutions: 139 a. Exhibit 33: 2025-08, Adopting the FY 2026 Budget 140 On a MOTION by Mr. Lotito SECONDED by Ms. Thomas, WITH ALL IN FAVOR, the Board opened 141 the FY 2026 Budget Publick Hearing, for the Lakeshore Ranch Community Development District. A resident asked if community needs were included in the budget. Mr. McCaig explained that the

A resident asked if community needs were included in the budget. Mr. McCaig explained that the budget covers all CDD operations, including the clubhouse, landscaping, pools, and related services.

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A resident asked if pool furniture replacement was in the budget. Mr. Dobbs said it should come from reserves, not the main budget. Mr. Mitchell explained that reserves act as a savings account for future repairs based on an outside company's inventory and estimates.

On a MOTION by Ms. Thomas SECONDED by Mr. Lotito, WITH ALL IN FAVOR, the Board closed the FY 2026 Budget Publick Hearing, for the Lakeshore Ranch Community Development District.

Mr. Dobbs made a motion to adopt Resolution 2025-08, FY 2025 Budget

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Regular Meeting and Public Hearing Page 5 of 7 151 On a MOTION by Mr. Dobbs SECONDED by Ms. Thomas, WITH ALL IN FAVOR, the Board adopted 152 Resolution 2025-08, Adopting the FY 2026 Budget, for the Lakeshore Ranch Community Development 153 District. 154 b. Exhibit 34: 2025-09, Imposing and Levying the O&M Assessments on the FY 155 2026 Budget 156 On a MOTION by Ms. Thomas SECONDED by Mr. McCaig, WITH ALL IN FAVOR, the Board adopted 157 Resolution 2025-09, Imposing and Levying the O&M Assessments on the FY 2026 Budget, for the Lakeshore Ranch Community Development District. 158 159 Exhibit 35: 2025-10, Adopting the FY 2026 Meeting Schedule On a MOTION by Ms. Thomas SECONDED by Mr. McCaig, WITH ALL IN FAVOR, the Board adopted 160 Resolution 2025-10, Adopting the FY 2026 Meeting Schedule, for the Lakeshore Ranch Community 161 162 Development District. 163 d. Exhibit 36: 2025-11, Redesignating Resolution Number 164 On a MOTION by Mr. McCaig SECONDED by Ms. Thomas, WITH Mr. Dobbs ABSTAINING, the Board adopted Resolution 2025-11, Redesignating Resolution Number, for the Lakeshore Ranch Community 165 Development District. 166 167 Mr. Mendenhall stated that a letter from resident Mrs. Ray was received, forwarded to the Board, 168 and would be included in the meeting record and minutes. He also informed the resident they could speak during audience comments. 169 170 FIFTH ORDER OF BUSINESS – Administrative Items A. Exhibit 37: Consideration/Approval of July 8, 2025, Regular Meeting Minutes 171 172 On a MOTION by Mr. Dobbs, SECONDED by Ms. Thomas, WITH ALL IN FAVOR, the Board approved 173 the July 8, 2025 Regular Meeting Minutes, for the Lakeshore Ranch Community Development District. 174 B. Exhibit 38: Consideration/Acceptance of Audited Financial Statements for the year ended 175 September 30, 2025 176 On a MOTION by Ms. Thomas, SECONDED by Mr. Lotito, WITH ALL IN FAVOR, the Board accepted 177 Audited Financial Statements for the year ended September 30, 2025, for the Lakeshore Ranch Community Development District. 178 179 C. Exhibit 39: Consideration/Acceptance of May 2025 Unaudited Financial Statements 180 On a MOTION by Ms. Thomas, SECONDED by Mr. Dobbs, WITH ALL IN FAVOR, the Board accepted the May 2025 Unaudited Financial Statements, for the Lakeshore Ranch Community Development 181 182 District. 183 SIXTH ORDER OF BUSINESS – Audience Comments - New Business – (limited to 3 minutes per 184 *individual for non-agenda items)* 185 A resident raised serious concerns about alleged civil rights violations by JCS Investigations,

including the unauthorized posting of her husband's mugshot at the guard station without legal

cause. She reported ongoing harassment and discrimination since March 2023, targeting her

Lakeshore Ranch CDD

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husband and child, resulting in emotional, financial, and professional harm. Despite numerous reports to the HOA, CDD, and property management, she claimed no action was taken. She formally requested preservation of evidence, disclosure of related policies, and that the issue be added to the next CDD agenda.

A resident asked the Board to get multiple quotes for tree removals, stating \$1,500 for a dead tree was too high and more bids could save the community money.

A resident raised concerns about landscapers and contractors parking in front of their driveway, creating a safety hazard and blocking visibility. They requested the Board address parking and safety protocols to prevent accidents.

A resident raised multiple concerns: a raised sidewalk on Eaglebrook Drive poses a tripping hazard; landscaping and mulch near the front look messy and unkept; a low-hanging tree is hit by trucks, scattering debris; cobblestones near the exit are loose and unsafe; and there's poor lighting on the sidewalk from Hwy 41 to the clubhouse, making it dangerous at night.

A resident expressed frustration over ongoing issues like irrigation, pump repairs, and landscaping, noting miscommunication between contractors and lack of follow-through (e.g., palm branches left behind). They urged better collaboration and accountability but also thanked the board members personally, acknowledging their care and dedication to the community despite complaints.

A resident voiced frustration with Red Tree's ongoing issues and urged the board to consider ending their contract. The board noted the contract could be terminated with 60 days' notice and vendor performance would be reviewed once the new property manager starts.

#### **SEVENTH ORDER OF BUSINESS – Supervisor Requests**

Ms. Thomas raised a concern about a \$300 check from 2022 that was recently cashed. Mr. Mendenhall said he was aware of a similar inquiry and explained that such checks typically cover costs for easement requests involving engineers or attorneys. He agreed to investigate further, as checks older than six months are usually rejected by banks. He asked Ms. Thomas to forward the email so he could follow up and update the board.

Mr. Mitchell raised ongoing confusion about who is responsible for parking enforcement in Lakeshore Ranch—CDD or HOA. He requested legal clarification from Mr. Brodus, who hadn't yet received a needed response. They agreed to add it to the next meeting's agenda once all information is shared with the board.

Mr. Lotito raised whether the previous motion for a forensic audit should be rescinded. Mr. McCaig noted the new accounting firm would likely conduct its own audit. Mr. Broadus recommended rescinding the motion for clarity. The board then made and passed a motion to rescind the prior motion directing Kai to conduct a forensic audit.

On a MOTION by Mr. Lotito, SECONDED by Mr. McCaig, WITH ALL IN FAVOR, the Board **approved to rescind the previous motion directing Kai not to conduct the forensic audit,** for the Lakeshore Ranch Community Development District.

Mr. Broadus requested a motion to appoint Chairman as the board's representative for pending legal action.

On a MOTION by Ms. Thomas, SECONDED by Mr. McCaig, WITH ALL IN FAVOR, the Board approved to appoint Chairman as representative in pending legal action, for the Lakeshore Ranch Community Development District.

August 12, 2025

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Mr. Lotito suggested the board consider issuing a new RFP for landscaping services due to ongoing 230 231 dissatisfaction with RedTree, noting it's time to act rather than wait. Mr. Mitchell agreed the new 232 budget allows for it and asked about including specific guidelines. Mr. Dobbs criticized RedTree's lack of situational awareness. Mr. Lotito requested to review and tweak the RFP once drafted, citing 233 234 concerns like missing soil sample data and the well. 235 On a MOTION by Mr. Lotito, SECONDED by Mr. Dobbs, WITH ALL IN FAVOR, the Board approved 236 to go for an RFP for Landscaping, for the Lakeshore Ranch Community Development District. 237 EIGHTH ORDER OF BUSINESS - Private Discussion of Security System - (Exempt from Sunshine 238 and Public Records Law) 239 On a MOTION by Mr. Mitchell, SECONDED by Ms. Thomas, WITH ALL IN FAVOR, the Board closed 240 the Regular Meeting, for the Lakeshore Ranch Community Development District. 241 A. Open Private Session 242 On a MOTION by Ms. Thomas, SECONDED by Mr. Dobbs, WITH ALL IN FAVOR, the Board opened 243 the Private Session, for the Lakeshore Ranch Community Development District. 244 B. Discussion: Security System 245 C. Close Private Session On a MOTION by Mr. Dobbs, SECONDED by Mr. Mitchell, WITH ALL IN FAVOR, the Board closed 246 the Private Session, for the Lakeshore Ranch Community Development District. 247 248 **NINTH ORDER OF BUSINESS – Adjournment** 249 Mr. Mendenhall asked for final questions, comments, or corrections before requesting a motion to 250 adjourn the meeting. There being none, Mr. Lotito made a motion to adjourn the meeting. 251 On a MOTION by Mr. Lotito, SECONDED by Mr. Mitchell, WITH ALL IN FAVOR, the Board 252 adjourned the meeting, for the Lakeshore Ranch Community Development District. 253 **Signature** 254 **Printed Name** 255 Title: □ Chairman ☐ Vice Chairman