

New River Community Development District

Page #1

Board of Supervisors

Jeff Smith, Chairman
David Lione, Vice Chairman
Jordan Alexander, Assistant Secretary
Russ Mercier, Assistant Secretary
Ryan Thomas, Assistant Secretary

District Staff

Mark Vega, District Manager
Vivek Babbar, District Counsel
Robert Dvorak & Stephen Brletic, District Engineer
Jerry Whited, BDI Project Manager II
Beck Spaw, Field Manager

Regular Meeting Agenda

Monday, July 28, 2025, at 5:30 p.m.

*All cellular phones must be turned off during the meeting.
Please let us know at least 24 hours in advance if you are planning to call into the meeting.*

1. **Call to Order/Roll Call**
2. **Audience Comments**
3. **Consent Agenda**
 - A. Approval of the Meeting Minutes (*June 23, 2025*)Pg. 2
 - B. Acceptance of the Financial Reports (*May 2025*)(*June 2025 emailed to Board*).....Pg. 5
 - C. Ratification of online purchase of above ground pickleball post and nets \$986.95 each
 - D. Ratification to repair two Hawthorne Mail Stations NTE \$2,500.00
4. **Staff Reports**
 - A. District Engineer
 - i. Continued Monitoring of SWFWMD ERP 43013559.066 – No Change
 - B. District Counsel
 - i. Update on HA5 Pg. 20
 - C. Landscape & Irrigation Maintenance
 - i. Landscape Vendor Comparison Chart Pg. 23
 - ii. Pine Lake Nursery Proposal Pg. 24
 - iii. Down to Earth Proposal Pg. 52
 - D. Aquatic Maintenance
 - i. Aquatic Inspections Report
 - E. District Manager
 - i. Discussion of FY 2026 Budget
 - ii. Update on 401a
 - iii. Update on Insurance Options
 - F. Field Manager
5. **Supervisors' Requests and New Business**
6. **Adjournment**

**Following Workshop Meeting August 11, 2025, at 5:30 p.m.
The next Regular Meeting is on August 25, 2025, at 5:30 p.m.**

District Office:

The offices of Inframark
2005 Pan Am Circle Ste 300
Tampa, FL 33607

Meeting Room

New River Amenity Center
5227 Autumn Ridge Drive
Wesley Chapel, FL 33545

MINUTES OF MEETING NEW RIVER COMMUNITY DEVELOPMENT DISTRICT

The regular meeting of the Board of Supervisors of the New River Community Development District was held Monday, June 23, 2025, and called to order at 5:30 p.m. at the New River Amenity Center, 5227 Autumn Ridge Drive, Wesley Chapel, Florida.

Present and constituting a quorum were:

Jeff Smith	Chairman
David Lione	Vice Chairman
Jordan Alexander	Assistant Secretary
Russ Mercier	Assistant Secretary
Ryan Thomas	Assistant Secretary

Also, present were:

Mark Vega	District Manager
Beck Spaw	Field Manager

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

FIRST ORDER OF BUSINESS

Call to Order/Roll Call

Mr. Vega called the meeting to order and called the roll. A quorum was established.

SECOND ORDER OF BUSINESS

Audience Comments

None.

THIRD ORDER OF BUSINESS

Consent Agenda

- A. Approval of the May 12, 2025 Meeting Minutes
- B. Acceptance of the April 2025 Financials

On MOTION by Mr. Smith seconded by Mr. Alexander, with all in favor, the consent agenda items, was approved. 5-0

FOURTH ORDER OF BUSINESS

Staff Reports

A. District Engineer

- i. Continued Monitoring of SWFWMD ERP 43013559.066 – No Change
 - Mr. Vega, reported for Mr. Whited that he will be on site this week to review the MES work by the developer.

B. District Counsel

- Mr. Vega updated the Board on the status of the case Mills Paskert's firm is handling for the CDD.

C. Landscape & Irrigation Maintenance

It is a consensus of the Board that the Landscaper is not weeding/maintaining the property as expected and requested vendor options.

D. Aquatics Maintenance**i. Aquatic Inspection Report**

No comments on the aquatic report.

FIFTH ORDER OF BUSINESS**District Manager****District Manager****i. Discussion of FY 2026 Budget**

Discussion ensued on the budget and the budget calendar and timing.

ii. Discussion of FORM I email from

EthicsFDMSInfo@mail.disclosure.floridaethics.gov

The Board would like to keep the FORM I item on the agenda through the August meeting.

SIXTH ORDER OF BUSINESS**Field Manager**

- Ms. Spaw updated the Board on completed projects and discussion ensued.
-

SEVENTH ORDER OF BUSINESS**Supervisors' Requests and New Business**

On MOTION by Mr. Lione seconded by Mr. Smith, with all in favor, approved NTE \$480.00 to remove the Basketball poles, was approved. 5-0

On MOTION by Mr. Smith seconded by Mr. Lione, with all in favor, approved NTE \$2,200.00 to procure in court nets from Amazon, was approved. 5-0

On MOTION by Mr. Smith seconded by Mr. Lione, with all in favor, approved NTE \$7,500.00 to recoat the court for three pickleball courts, color to be black with sky blue lines, was approved. 5-0

On MOTION by Mr. Smith seconded by Mr. Lione, with all in favor, approved NTE \$3,200.00 for sidewalk replacement, was approved. 5-0

EIGHT ORDER OF BUSINESS

Adjournment

There being no further business,

On MOTION by Mr. Thomas seconded by Mr. Mercier, with all in favor, the meeting was adjourned. 5-0 at 7:02 PM

Mark Vega, Secretary

**New River
Community Development District**

Financial Report

May 31, 2025

Prepared by



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**New River
Community Development District**

Financial Statements

(Unaudited)

May 31, 2025

Balance Sheet
May 31, 2025

ACCOUNT DESCRIPTION	GENERAL FUND	SERIES 2010 DEBT SERVICE FUND	SERIES 2020 DEBT SERVICE FUND	TOTAL
<u>ASSETS</u>				
Cash - Checking Account	\$ 738,965	\$ -	\$ -	\$ 738,965
Due From Other Funds	-	-	65,357	65,357
Investments:				
Prepayment Fund (A-2)	-	1,694	-	1,694
Prepayment Fund (B-2)	-	1,356	-	1,356
Remedial Indenture (A-2)	-	101,481	-	101,481
Reserve Fund (A-2)	-	164,126	-	164,126
Reserve Fund (B-2)	-	18,597	-	18,597
Revenue Fund (A-1)	-	-	1,071	1,071
Revenue Fund (A-2)	-	534	-	534
Revenue Fund (B-2)	-	627	-	627
Senior Reserve Fund (A-1)	-	-	99,381	99,381
Subordinate Reserve Fund (A-1)	-	-	8,250	8,250
Subordinate Prepayment Fund (A-1)	-	-	2,215	2,215
Prepaid Items	5,254	-	-	5,254
Deposits	6,410	-	-	6,410
TOTAL ASSETS	\$ 750,629	\$ 288,415	\$ 176,274	\$ 1,215,318
<u>LIABILITIES</u>				
Accounts Payable	\$ 13,179	\$ -	\$ -	\$ 13,179
Accrued Expenses	6,465	-	-	6,465
Due To Developer	13,258	-	-	13,258
Deposits	200	-	-	200
Due To Other Funds	41,134	24,223	-	65,357
TOTAL LIABILITIES	74,236	24,223	-	98,459
<u>FUND BALANCES</u>				
Nonspendable:				
Prepaid Items	5,254	-	-	5,254
Deposits	6,410	-	-	6,410
Restricted for:				
Debt Service	-	264,192	176,274	440,466
Assigned to:				
Operating Reserves	159,263	-	-	159,263
Reserves - Buildings	222,812	-	-	222,812
Unassigned:				
	282,654	-	-	282,654
TOTAL FUND BALANCES	\$ 676,393	\$ 264,192	\$ 176,274	\$ 1,116,859
TOTAL LIABILITIES & FUND BALANCES	\$ 750,629	\$ 288,415	\$ 176,274	\$ 1,215,318

Statement of Revenues, Expenditures and Changes in Fund Balances

For the Period Ending May 31, 2025

ACCOUNT DESCRIPTION	ANNUAL ADOPTED BUDGET	YEAR TO DATE ACTUAL	YTD ACTUAL AS A % OF ADOPTED BUD	MAY-25 ACTUAL
REVENUES				
Interest - Investments	\$ -	\$ 12,374	0.00%	\$ 2,017
Room Rentals	2,000	2,150	107.50%	900
Interest - Tax Collector	-	1,116	0.00%	28
Rental Income	-	375	0.00%	-
Special Assmnts- Tax Collector	689,538	684,847	99.32%	-
Special Assmnts- CDD Collected	142,298	35,574	25.00%	-
Special Assmnts- Discounts	(27,582)	(26,993)	97.86%	-
Other Miscellaneous Revenues	-	23,099	0.00%	40
TOTAL REVENUES	806,254	732,542	90.86%	2,985
EXPENDITURES				
Administration				
P/R-Board of Supervisors	8,800	14,000	159.09%	2,000
FICA Taxes	673	1,071	159.14%	153
ProfServ-Arbitrage Rebate	1,200	-	0.00%	-
ProfServ-Dissemination Agent	5,000	-	0.00%	-
ProfServ-Engineering	5,000	8,375	167.50%	1,095
ProfServ-Legal Services	15,000	3,018	20.12%	214
ProfServ-Mgmt Consulting	41,399	27,599	66.67%	3,450
ProfServ-Trustee Fees	11,000	13,062	118.75%	-
Auditing Services	6,500	-	0.00%	-
Email Maintenance	2,000	445	22.25%	-
Contract-Website Hosting	1,579	1,563	98.99%	-
Postage and Freight	2,472	125	5.06%	4
Public Officials Insurance	2,905	2,905	100.00%	-
Legal Advertising	2,000	582	29.10%	-
Tax Collector/Property Appraiser Fees	150	150	100.00%	-
Property Taxes	550	415	75.45%	-
Assessment Collection Cost	13,791	13,157	95.40%	-
Dues, Licenses, Subscriptions	325	175	53.85%	-
Total Administration	120,344	86,642	72.00%	6,916
Electric Utility Services				
Utility - Irrigation	3,500	1,053	30.09%	130
Street Lights	45,084	25,622	56.83%	3,337
Total Electric Utility Services	48,584	26,675	54.90%	3,467

Statement of Revenues, Expenditures and Changes in Fund Balances

For the Period Ending May 31, 2025

ACCOUNT DESCRIPTION	ANNUAL ADOPTED BUDGET	YEAR TO DATE ACTUAL	YTD ACTUAL AS A % OF ADOPTED BUD	MAY-25 ACTUAL
<u>Garbage/Solid Waste Services</u>				
Solid Waste Assessment	335	228	68.06%	-
Total Garbage/Solid Waste Services	335	228	68.06%	-
<u>Water-Sewer Comb Services</u>				
Utility Services	22,250	7,055	31.71%	55
Total Water-Sewer Comb Services	22,250	7,055	31.71%	55
<u>Stormwater Control</u>				
Stormwater Assessment	562	-	0.00%	-
Conservation & Wetlands	8,500	-	0.00%	-
Aquatic Maintenance	17,500	15,208	86.90%	946
Total Stormwater Control	26,562	15,208	57.25%	946
<u>Other Physical Environment</u>				
Contracts-Landscape	189,000	129,938	68.75%	16,538
Insurance - Property	8,250	11,028	133.67%	-
Insurance - General Liability	724	2,417	333.84%	1,593
Landscape Replacement	60,000	41,620	69.37%	-
Irrigation Repairs & Replacement	10,000	9,424	94.24%	1,408
Holiday Decoration	2,650	4,203	158.60%	-
Reserve	169,200	-	0.00%	-
Total Other Physical Environment	439,824	198,630	45.16%	19,539
<u>Contingency</u>				
Contingency	19,902	38,599	193.95%	7,800
Total Contingency	19,902	38,599	193.95%	7,800
<u>Road and Street Facilities</u>				
Pressure Cleaning	13,500	-	0.00%	-
R&M-Sidewalks	1,500	-	0.00%	-
R&M-Street Signs	1,500	810	54.00%	-
Roadway Repair & Maintenance	5,000	-	0.00%	-
Total Road and Street Facilities	21,500	810	3.77%	-
<u>Parks and Recreation</u>				
Payroll-Salaries	34,074	44,188	129.68%	5,494
Clubhouse - Facility Janitorial Service	3,214	2,735	85.10%	335
Pest Control	425	228	53.65%	-

Statement of Revenues, Expenditures and Changes in Fund Balances

For the Period Ending May 31, 2025

ACCOUNT DESCRIPTION	ANNUAL ADOPTED BUDGET	YEAR TO DATE ACTUAL	YTD ACTUAL AS A % OF ADOPTED BUD	MAY-25 ACTUAL
Contracts-Pools	18,000	12,175	67.64%	-
Telephone/Fax/Internet Services	3,000	1,214	40.47%	347
Utility - Recreation Facilities	6,600	4,386	66.45%	688
Utility - Fountains	3,750	378	10.08%	47
R&M-Clubhouse	10,000	38,796	387.96%	4,265
R&M-Fountain	5,000	-	0.00%	-
R&M-Parking Lots	1,500	-	0.00%	-
R&M-Pools	2,500	2,017	80.68%	446
Athletic/Park Court/Field Repairs	1,500	-	0.00%	-
Amenity Maintenance & Repairs	5,000	-	0.00%	-
Facility A/C & Heating Maintenance & Repair	1,500	-	0.00%	-
Security System Monitoring & Maint.	2,500	3,024	120.96%	378
Entry & Walls Maintenance	2,000	-	0.00%	-
Access Control Maintenance & Repair	2,500	738	29.52%	-
Incidental Expenses	1,500	665	44.33%	66
Office Supplies	250	-	0.00%	-
Clubhouse - Facility Janitorial Supplies	400	-	0.00%	-
Facility Supplies	1,000	-	0.00%	-
Dog Waste Station Service & Supplies	240	-	0.00%	-
Pool Permits	500	-	0.00%	-
Total Parks and Recreation	106,953	110,544	103.36%	12,066
TOTAL EXPENDITURES	806,254	484,391	60.08%	50,789
Excess (deficiency) of revenues				
Over (under) expenditures	-	248,151	0.00%	(47,804)
OTHER FINANCING SOURCES (USES)				
Interest Income	-	1,206	0.00%	-
TOTAL FINANCING SOURCES (USES)	-	1,206	0.00%	-
Net change in fund balance	\$ -	\$ 249,357	0.00%	\$ (47,804)
FUND BALANCE, BEGINNING (OCT 1, 2024)	427,036	427,036		
FUND BALANCE, ENDING	\$ 427,036	\$ 676,393		

Statement of Revenues, Expenditures and Changes in Fund Balances

For the Period Ending May 31, 2025

ACCOUNT DESCRIPTION	ANNUAL ADOPTED BUDGET	YEAR TO DATE ACTUAL	YTD ACTUAL AS A % OF ADOPTED BUD	MAY-25 ACTUAL
REVENUES				
Interest - Investments	\$ -	\$ 10,182	0.00%	\$ 2,090
Special Assmnts- Tax Collector	230,014	228,449	99.32%	-
Special Assmnts- CDD Collected	1,030,884	668,352	64.83%	-
Special Assmnts- Discounts	(9,201)	(9,004)	97.86%	-
TOTAL REVENUES	1,251,697	897,979	71.74%	2,090
EXPENDITURES				
Administration				
Assessment Collection Cost	4,600	4,389	95.41%	-
Total Administration	4,600	4,389	95.41%	-
Debt Service				
Principal Debt Retirement A-2	320,000	320,000	100.00%	320,000
Principal Debt Retirement B-2	270,000	270,000	100.00%	270,000
Interest Expense Series A-2	382,088	382,088	100.00%	191,044
Interest Expense Series B-2	286,125	292,938	102.38%	149,875
Total Debt Service	1,258,213	1,265,026	100.54%	930,919
TOTAL EXPENDITURES	1,262,813	1,269,415	100.52%	930,919
Excess (deficiency) of revenues				
Over (under) expenditures	(11,116)	(371,436)	3341.45%	(928,829)
OTHER FINANCING SOURCES (USES)				
Contribution to (Use of) Fund Balance	(11,116)	-	0.00%	-
TOTAL FINANCING SOURCES (USES)	(11,116)	-	0.00%	-
Net change in fund balance	\$ (11,116)	\$ (371,436)	3341.45%	\$ (928,829)
FUND BALANCE, BEGINNING (OCT 1, 2024)	635,628	635,628		
FUND BALANCE, ENDING	\$ 624,512	\$ 264,192		

Statement of Revenues, Expenditures and Changes in Fund Balances
For the Period Ending May 31, 2025

ACCOUNT DESCRIPTION	ANNUAL ADOPTED BUDGET	YEAR TO DATE ACTUAL	YTD ACTUAL AS A % OF ADOPTED BUD	MAY-25 ACTUAL
<u>REVENUES</u>				
Interest - Investments	\$ -	\$ 3,861	0.00%	\$ 1,071
Special Assmnts- Tax Collector	238,147	236,527	99.32%	-
Special Assmnts- Discounts	(9,526)	(9,323)	97.87%	-
TOTAL REVENUES	228,621	231,065	101.07%	1,071
<u>EXPENDITURES</u>				
<u>Administration</u>				
Assessment Collection Cost	4,763	4,544	95.40%	-
Total Administration	4,763	4,544	95.40%	-
<u>Debt Service</u>				
Principal Debt Retirement	125,000	135,000	108.00%	135,000
Interest Expense	75,950	81,763	107.65%	40,881
Total Debt Service	200,950	216,763	107.87%	175,881
TOTAL EXPENDITURES	205,713	221,307	107.58%	175,881
Excess (deficiency) of revenues Over (under) expenditures	22,908	9,758	42.60%	(174,810)
<u>OTHER FINANCING SOURCES (USES)</u>				
Contribution to (Use of) Fund Balance	22,908	-	0.00%	-
TOTAL FINANCING SOURCES (USES)	22,908	-	0.00%	-
Net change in fund balance	\$ 22,908	\$ 9,758	42.60%	\$ (174,810)
FUND BALANCE, BEGINNING (OCT 1, 2024)	166,516	166,516		
FUND BALANCE, ENDING	\$ 189,424	\$ 176,274		

**New River
Community Development District**

Supporting Schedules

May 31, 2025

New River

Community Development District

Monthly Collection Report
For the Fiscal Year Ending September 30, 2025

					ALLOCATION BY FUND		
Date Received	Net Amount Received	Discount / (Penalties) Amount	Collection Costs	Gross Amount Received	General Fund	Series 2010 A-2 Debt Service Fund	Series 2020 A-1 Debt Service Fund
Assessments Levied FY25				\$ 1,157,699	\$ 689,538	\$ 230,014	\$ 238,147
Allocation %				100%	60%	20%	21%
11/06/24	\$ 4,080	\$ 231	\$ 83	\$ 4,394	\$ 2,617	\$ 873	\$ 904
11/14/24	\$ 40,201	\$ 1,709	\$ 820	\$ 42,730	\$ 25,451	\$ 8,490	\$ 8,790
11/21/24	\$ 35,977	\$ 1,530	\$ 734	\$ 38,241	\$ 22,777	\$ 7,598	\$ 7,866
11/27/24	\$ 23,273	\$ 989	\$ 475	\$ 24,737	\$ 14,734	\$ 4,915	\$ 5,089
12/09/24	\$ 891,915	\$ 37,897	\$ 18,202	\$ 948,013	\$ 564,647	\$ 188,353	\$ 195,013
12/16/24	\$ 56,647	\$ 2,408	\$ 1,156	\$ 60,212	\$ 35,863	\$ 11,963	\$ 12,386
01/08/25	\$ 13,352	\$ 421	\$ 273	\$ 14,046	\$ 8,366	\$ 2,791	\$ 2,889
02/12/25	\$ 5,462	\$ 114	\$ 111	\$ 5,687	\$ 3,387	\$ 1,130	\$ 1,170
03/11/25	\$ 2,047	\$ 21	\$ 42	\$ 2,110	\$ 1,257	\$ 419	\$ 434
04/09/25	\$ 9,460	\$ -	\$ 193	\$ 9,653	\$ 5,750	\$ 1,918	\$ 1,986
TOTAL	\$ 1,082,413	\$ 45,320	\$ 22,090	\$ 1,149,824	\$ 684,847	\$ 228,449	\$ 236,527
% COLLECTED					99.32%	99.32%	99.32%
TOTAL OUTSTANDING				\$ 7,875	\$ 4,690	\$ 1,565	\$ 1,620

Cash and Investment Report

May 31, 2025

<u>Account Name</u>	<u>Bank Name</u>	<u>Yield</u>	<u>Balance</u>
GENERAL FUND			
Checking Account - Operating New	Bank United	-	\$201,582
High Yield Checking Account - Operating	Valley Bank	4.33%	537,383
			<u>738,965</u>
DEBT SERVICE FUNDS			
Series 2010 Prepayment Fund A-2	US Bank	4.25%	1,694
Series 2010 Prepayment Fund B-2	US Bank	4.25%	1,356
Series 2010 Remedial Expenditure A-2	US Bank	4.25%	101,481
Series 2010 Reserve Fund A-2	US Bank	4.25%	164,126
Series 2010 Reserve Fund B-2	US Bank	4.25%	18,597
Series 2010 Revenue Fund A-2	US Bank	4.25%	534
Series 2010 Revenue Fund B-2	US Bank	4.25%	627
	Subtotal Fund 201		<u>288,417</u>
Series 2020 Revenue Fund A-1	US Bank	3.93%	1,071
Series 2020 Senior Reserve Fund A-1	US Bank	3.93%	99,381
Series 2020 Sub Reserve Fund A-1	US Bank	3.93%	8,250
Series 2020 Sub Prepayment Fund A-1	US Bank	3.93%	2,215
	Subtotal Fund 202		<u>110,917</u>
	Subtotal DS		<u>399,334</u>
	Total		<u><u>\$1,138,299</u></u>

New River CDD

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Bank Reconciliation

Bank Account No. 6620 BankUnited GF
Statement No. 5-25
Statement Date 5/31/2025

G/L Balance (LCY)	201,603.87	Statement Balance	207,209.16
G/L Balance		Outstanding Deposits	
Positive Adjustments	0.00		
		Subtotal	207,209.16
Subtotal	201,603.87	Outstanding Checks	5,626.78
Negative Adjustments	-21.49	Differences	0.00
Ending G/L Balance	201,582.38	Ending Balance	201,582.38
Difference	0.00		

Posting Date	Document Type	Document No.	Description	Amount	Cleared Amount	Difference
Outstanding Checks						
4/9/2024	Payment	2607	Advanced Aquatic Services	910.00	0.00	910.00
6/24/2024	Payment	2649	Dept of Economic Opprotunity	1,925.00	0.00	1,925.00
9/6/2024	Payment	DD	Frontier Communications	168.48	0.00	168.48
9/17/2024	Payment	2695	Triangle Pool Services	1,003.54	0.00	1,003.54
12/23/2024	Payment	DD	Pasco County Utility Services	52.26	0.00	52.26
5/1/2025	Payment	DD	Valley Bank Card	295.91	0.00	295.91
5/16/2025	Payment	300010	Pasco County Utility Services	55.08	0.00	55.08
5/28/2025	Payment	100109	Rainmaker Irrigation and Landscaping	170.00	0.00	170.00
5/28/2025	Payment	100110	James C. Shrewbury	225.00	0.00	225.00
5/28/2025	Payment	100111	Straley Robin Vericker	213.50	0.00	213.50
5/28/2025	Payment	300012	Pasco County Utility Services	608.01	0.00	608.01
Total Outstanding Checks.....				5,626.78		5,626.78

New River
Community Development District

Check Register

5/1/2025 - 5/31/2025

NEW RIVER COMMUNITY DEVELOPMENT DISTRICT

Payment Register by Fund

For the Period from 05/01/2025 to 05/31/2025

(Sorted by Check / ACH No.)

Fund No.	Check / ACH No.	Date	Payee	Invoice No.	Payment Description	Invoice / GL Description	G/L Account #	Amount Paid
GENERAL FUND - 001								
001	100096	05/02/25	ADVANCED AQUATIC SERVICES INC	050125	Monthly Lake Maintenance MAY25	Aquatic Maintenance	546995-53805	\$946.00
001	100097	05/02/25	ALL DONE SERVICES, INC	265	Clubhouse Cleaning APR25	CLEANING OF APR25	531131-57201	\$300.00
001	100098	05/02/25	RAINMAKER IRRIGATION AND LANDSCAPING	900204	450 Yards of Mulch	Landscape Replacement	546338-53908	\$24,000.00
001	100098	05/02/25	RAINMAKER IRRIGATION AND LANDSCAPING	900285	IRRIGATION REPAIRS zones 35	Irrigation Repairs & Replacement	546932-53908	\$297.50
001	100098	05/02/25	RAINMAKER IRRIGATION AND LANDSCAPING	897923	IRRIGATION REPAIRS at Clubhouse	IRR REPAIRS	546932-53908	\$233.75
001	100099	05/02/25	CINTAS FIRE PROTECTION	0F32715118	Fire Extinguisher Annual Inspection	Miscellaneous Expenses	549999-57201	\$153.69
001	100100	05/02/25	TRIANGLE POOL SERVICES	332001	1 1/2 HP SQ FL A.O. Smith Motor USQ1152	R&M-Pools	546074-57201	\$795.90
001	100100	05/02/25	TRIANGLE POOL SERVICES	50100-388	Pool Service APR25	Contracts-Pools	534078-57201	\$1,535.00
001	100101	05/09/25	ADVANCED AQUATIC SERVICES INC	10558737	MONTHLY LAKE MAINTENANCE	Aquatic Maintenance	546995-53805	\$946.00
001	100102	05/09/25	PASCO SHERIFF'S OFFICE	I-20255-11754	April Pasco County Sheriff	Misc-Contingency	549900-53985	\$2,400.00
001	100103	05/09/25	RAINMAKER IRRIGATION AND LANDSCAPING	902891	MAY25 Landscape SVC	JUNE 24 LANDSCAPE	534050-53908	\$16,537.50
001	100104	05/09/25	BRLETIC DVORAK, INC	1922	Project Manager II April 4-30 & Project Manager April 29	ProfServ-Engineering	531013-51501	\$1,095.00
001	100105	05/16/25	INFRAMARK LLC	149060	May Management Fee	admin fees	531027-51201	\$3,449.92
001	100106	05/16/25	RAINMAKER IRRIGATION AND LANDSCAPING	911173	reprogrammed all timers	IRR REPAIRS	546932-53908	\$255.00
001	100106	05/16/25	RAINMAKER IRRIGATION AND LANDSCAPING	913985	Turned all Timers on test program due to reclaim shortage	Irrigation Repairs & Replacement	546932-53908	\$212.50
001	100106	05/16/25	RAINMAKER IRRIGATION AND LANDSCAPING	911568	Ran irrigation to water in dry sod	IRR REPAIRS	546932-53908	\$430.58
001	100107	05/28/25	DCSI INC	33563	Access System Warranty	Security System Monitoring & Maint.	546479-57201	\$378.00
001	100108	05/28/25	TRIANGLE POOL SERVICES	5600107	Intermatic 15 Minute Timer	R&M-Pools	546074-57201	\$240.95
001	100108	05/28/25	TRIANGLE POOL SERVICES	3352119	Square D 20 amp breaker & Labor	Parts	546074-57201	\$204.95
001	100108	05/28/25	TRIANGLE POOL SERVICES	5-16-2242 CLEANING	MAY 25 Monthly Pool Service	Contracts-Pools	534078-57201	\$1,535.00
001	100109	05/28/25	RAINMAKER IRRIGATION AND LANDSCAPING	915043	Set all Irrigation to run on dry areas	Irrigation Repairs & Replacement	546932-53908	\$170.00
001	100110	05/28/25	JAMES C SHREWBURY	1042	REMOVE BASKETBALL HOOP	REMOVAL OF HOOP	546015-57201	\$225.00
001	100111	05/28/25	STRALEY ROBIN VERICKER	26540	Legal Service Through 4/30/25	ProfServ-Legal Services	531023-51401	\$213.50
001	110	05/08/25	NEW RIVER CDD	0505202507010	Issue check from Valley Bank MMA #7010 to GF	Cash with Fiscal Agent	103000	\$90,000.00
001	2740	05/02/25	MIKE FASANO, PASCO COUNTY TAX COLLECTOR	4725-11-26-200070	SOLID WASTE ASSESSMENT	WASTE ASSESSEMENT	549146-53401	\$228.14
001	2741	05/02/25	MIKE WELLS	25037	Annual Renewal Fee	Reclaimed Water 2/9-3/12/25	549114-51301	\$150.00
001	2742	05/08/25	US BANK	7659042	Trustee Fees and Incidental Expenses	ProfServ-Trustee Fees	531045-51301	\$4,669.17
001	2742	05/08/25	US BANK	7659042	Trustee Fees and Incidental Expenses	Prepaid Admin Fees 10/1/25-03/31/26	202100	\$2,334.58
001	2743	05/08/25	TIMES PUBLISHING COMPANY	34839-042725	Annual FY 2025 Meeting Schedule	Legal Advertising	548002-51301	\$453.00
001	2744	05/20/25	JAMES C SHREWBURY	1040	Replace basketball hoops	2 man charge to change both BBALL Hoops	546015-57201	\$775.00
001	300007	05/07/25	FRONTIER ACH	0425-1022105	service date 4/13-5/12/25	SERVICE 4/13-5/12/25	541009-57201	\$173.48
001	300008	05/08/25	PASCO COUNTY UTILITIES SERVICES	042125 ACH	3/12-4/10/25	service 4/11 -5/10/2	543063-53601	\$189.54
001	300009	05/12/25	PASCO COUNTY UTILITIES SERVICES	042525-	SERVICE DATE 3/14-4/11/25	SERVICE DATE 3/123-4/11/25	543063-53601	\$1,239.62
001	300010	05/16/25	PASCO COUNTY UTILITIES SERVICES	040725ACH	1/9-2/9/25	service 01/09-02/09/25	543063-53601	\$55.08
001	300012	05/28/25	PASCO COUNTY UTILITIES SERVICES	041425	02/11-03/13/25	service 4/11 -5/10/2	543063-53601	\$608.01
001	DD103	05/27/25	VALLEY BANK CREDIT CARD	0425-6879	SUPPLIES	R&M-Clubhouse	546015-57201	\$536.42
001	DD537	05/01/25	VALLEY BANK CREDIT CARD	0325-1946	SUPPLIES	R&M-Clubhouse	546015-57201	\$295.91
001	DD539	05/23/25	WITHLACOOCHIEE RIVER ELECTRIC	052325ACH	04/06-05/05/25	service date 4/6-5/5/25	543057-53100	\$3,336.57
001	DD539	05/23/25	WITHLACOOCHIEE RIVER ELECTRIC	052325ACH	04/06-05/05/25	service date 4/5-5/5/25	543014-53100	\$130.49
001	DD539	05/23/25	WITHLACOOCHIEE RIVER ELECTRIC	052325ACH	04/06-05/05/25	service date 4/5-5/5/25	543079-57201	\$688.32
001	DD539	05/23/25	WITHLACOOCHIEE RIVER ELECTRIC	052325ACH	04/06-05/05/25	service date 4/6-5/5/25	543085-57201	\$47.26
Fund Total								\$162,466.33

Total Checks Paid	\$162,466.33
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Paskert
Divers
Thompson
ATTORNEYS AT LAW

100 North Tampa Street
Suite 3700
Tampa, Florida 33602

Telephone: 813-229-3500
Facsimile: 813-229-3502
www.pdtlegal.com

July 18, 2025

Via E-mail only

Mark A. Vega
2005 Pan Am Circle, Suite 300
Tampa, FL 33607
mark.vega@inframark.com

Re: Invoice - Services rendered through June 30, 2025

Dear Mark,

Attached is an invoice for services rendered and costs incurred through June 30, 2025 for the following matter:

Matter Name	New River CDD v. Holbrook
Matter No.	125068
PDT Invoice No. (<i>Reference this number on your payment.</i>)	92405
This Month's Charges	\$175.00

I trust that you will find the invoice in order and would appreciate your making arrangements to pay the invoice at your earliest convenience. If you have any questions, please do not hesitate to call me.

Best regards,

PASKERT DIVERS THOMPSON

Matthew G. Davis

MGD/jd
Attachment



Phone: (813) 229-3500

100 North Tampa Street, Suite 3700
Tampa, FL 33602
www.pdtlegal.com

Fax: (813) 229-3502

New River Community Development District
2005 Pan Am Circle
Suite 300
Tampa, FL 33607
Attention: c/o Mark A. VegaJuly 18, 2025
Client: 002572
Matter: 125068
Invoice #: 92405
Resp. Atty: MGD

RE: New River CDD v. Holbrook

COVER SHEET

For Professional Services Rendered Through June 30, 2025

Federal Tax I.D. No.: 74-3029197

Total Services	\$175.00
TOTAL THIS INVOICE	\$175.00
Previous Balance	\$1,595.00
Less Payments	(\$1,595.00)
Total Due To Date	\$175.00

Remittance Advice

Payment is due within 30 days of the invoice date.

Check Payable To:Paskert Divers Thompson
Attn.: Accounts Receivable
100 North Tampa Street
Suite 3700
Tampa, FL 33602**ACH & Wire Transfers:**

We accept ACH & Wire Transfers. Please contact our Accounts Receivable Department for details.

Please return this remittance page with your payment. Thank you.



Phone: (813) 229-3500

100 North Tampa Street, Suite 3700
Tampa, FL 33602
www.pdtlegal.com

Fax: (813) 229-3502

New River Community Development District
2005 Pan Am Circle
Suite 300
Tampa, FL 33607
Attention: c/o Mark A. VegaJuly 18, 2025
Client: 002572
Matter: 125068
Invoice #: 92405
Resp. Atty: MGD
Page: 1

RE: New River CDD v. Holbrook

For Professional Services Rendered Through June 30, 2025

Federal Tax I.D. No.: 74-3029197

SERVICES

Date	Person	Description of Services	Hours	Amount
06/03/2025	BAL	Prepare for call with Tonja Stewart, former District Engineer of New River CDD, including review of key documents received to date and assessing items of discussion.	0.20	\$50.00
06/03/2025	BAL	Conference with former District Engineer of New River CDD, Tonja Stewart.	0.40	\$100.00
06/04/2025	BAL	Draft and revise email correspondence to District Manager Mark Vega following up on request for documents.	0.10	\$25.00
Total Professional Services			0.70	\$175.00

PERSON RECAP

Person	Level	Hours	Rate	Amount
BAL Benjamin A. Lima	Associates	0.70	\$250.00	\$175.00
Total Services				\$175.00

TOTAL THIS INVOICE**\$175.00**

	Current Price	Next Year	Irrigation Inspection Included	Irrigation Page	Palm Trees Included	Palm Trees Page	Mulch Per Yard
Rainmaker	\$189,000.00	\$198,450.00	Yes		No		\$65.00
Pine Lake	\$186,642.00	until 9/30/26	Yes	Page 24	Yes	Page 23 up to 12 ft	\$58.75
Down To Earth	\$187,704.00	until 9/30/26	Yes	Page 16	Yes	Page 15 up to 12 ft	\$100.00



WE INVITE YOU TO
DISCOVER THE DIFFERENCE

Request for Proposal:
New River CDD

Contact: Shannon Dyer
Shannon@pinelakellc.com
(656) 224-9119

PINELAKE LLC.COM



12980 TARPON SPRINGS RD | ODESSA, FL | 33556



12980 TARPON SPRINGS RD.
ODESSA, FL 33556
813.948.4736

May 1st, 2025

Dear New River CDD and Board of Directors,

Pine Lake Services appreciates the opportunity to submit our qualifications for the **Landscape Maintenance Services at New River CDD**. Pine Lake is a **certified minority business** since **1998**, providing professional experience in **growing, installation, irrigation, and maintenance services**.

Pine Lake Services will provide New River CDD with a fully-staffed crew each week, along with separate pest control technicians, and separate ancillary crews as needed. Once awarded we will provide you a single point of contact to guarantee ease of communication between yourself and PLS.

We Care About the Details

Our mission is to focus on developing outstanding relationships and providing quality goods and services. We pride ourselves for being on time, safe, and within budget! As our company grows, we never want you to forget that our key management and owners are only a phone call away.

Customer Satisfaction Guaranteed

Your satisfaction is our priority, and we strive to provide a service we are proud of. We start every project by providing a thorough consultation to understand your goals and the needs of the project. We do this to guarantee that the project is completed according to your preferences.

Management Team with 150 Years Combined Experience

New River CDD will be fully staffed with experienced personnel. Our management team has a combined 150 years of experience in landscape installation and maintenance, meaning we can tackle any issues that may arise over the course of the Landscape Maintenance Service contract.



12980 TARPON SPRINGS RD.
ODESSA, FL 33556
813.948.4736

Thank you for taking the time to review our qualifications and considering Pine Lake Services to maintain the landscape for New River CDD. Please contact Shannon at 656-224-9119 or Shannon@pinelakellc.com with any questions you may have.

We look forward to exceeding your expectations. Come ***Discover the Difference*** with Pine Lake!

Regards,

JOHN AMAROSA, COO

John Amarosa





PINE LAKE SERVICES

Overview

Pine Lake Services (PLS) is trained in Green Industries Best Management Practices to create visually appealing and environmentally safe communities.

Our team members are certified in "Florida Green Industries Best Management Practices for Protection of Water Resources in Florida" by UF/IFAS Extension and are well-versed in Florida Friendly maintenance practices.

Operational Philosophy & Approach

Our integrated approach to landscaping emphasizes nine interrelated principles:

- Right Plant, Right Place
- Water Efficiently
- Fertilize Appropriately
- Mulch
- Attract Desirable Wildlife
- Manage Yard Pests Responsibly
- Recycle Yard Waste
- Reduce Stormwater Runoff
- Protect the Waterfront

PLS will provide a reliable, well-trained crew for maintenance and detail services, including bed weed control. The team will follow a structured plan using an annual calendar, weekly Gantt charts, and detailed maps for tasks such as maintaining neighborhood entry medians.

A trained team leader will oversee daily operations and serve as the main contact with New River CDD. The team will also have support from experienced landscape professionals across the Tampa Bay area.

The New River team will have all the necessary equipment to ensure safety and efficiency. Additional services, such as irrigation inspections, turf care, palm pruning, and mulching, can be provided, with extra crews and technicians available when needed.





PINE LAKE SERVICES

Geographic Location

The office of Pine Lake Services that would service your property is located at 12980 Tarpon Springs Rd, Odessa with crews operating daily in the Wesley Chapel area.

Ability to Manage the Project

Pine Lake Services (PLS) ensures successful project management through:

- Ongoing Training: We prioritize continuous learning to improve team performance, reduce errors, and minimize inefficiencies. Our training platform, Greenius, keeps our employees up to date.
- Regular Site Visits: Frequent visits to the job site allow us to maintain clear communication with New River CDD property management/board to ensure expectations are met. Our best practices include crew check-ins, property assessments, client updates, and job enhancements.
- Organized Approach: PLS will use detailed production maps, schedules, and Gantt charts to ensure the entire team is aligned and informed about the property's scope and goals, beyond just the Foreman.

Evaluation of Existing Workload

Pine Lake Services current workload will not inhibit our ability to work at New River CDD. We have the ability to meet and exceed your expectations.

Our Account Management team is currently managing properties within the Tampa Bay area. A dedicated manager will be available for the entirety of New River CDD Landscape Maintenance and Irrigation Management contract. This person will always your one stop point of contact available for daily communication and any emergencies that may arise.



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)
Page #29
12/9/2024

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

~~IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed.~~

If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER Sterling Seacrest Pritchard, Inc. 3111 W Dr Martin Luther King Jr Blvd Suite 350 Tampa FL 33607	NAME: Courtney Gossen PHONE: (A/C, No, Ext): 813-498-1189 FAX: (A/C, No): E-MAIL: ADDRESS: cgossen@sspins.com
License#: 70726 PINELAK-01	INSURER(S) AFFORDING COVERAGE INSURER A: Berkshire Hathaway Specialty Insurance Company INSURER B: FFA Mutual INSURER C: XL Specialty Insurance Co INSURER D: INSURER E: INSURER F:
INSURED Pine Lake Nursery & Landscape LLC 12980 Tarpon Springs Rd Odessa FL 33556	NAIC # 22276 37885

COVERAGES

CERTIFICATE NUMBER: 2079977364

REVISION NUMBER:

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL SUBR INSD WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input type="checkbox"/> OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: <input checked="" type="checkbox"/> X RO-POLICY PROJECT LOC OTHER:		47-GLO-332639-02	12/15/2024	7/1/2025	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 300,000 MED EXP (Any one person) \$ 10,000 PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 2,000,000 PRODUCTS - COMP/OP AGG \$ 2,000,000 Per Proj Agg \$ 2,000,000
A	<input checked="" type="checkbox"/> AUTOMOBILE LIABILITY <input checked="" type="checkbox"/> ANY AUTO <input type="checkbox"/> OWNED AUTOS ONLY <input checked="" type="checkbox"/> SCHEDULED AUTOS NON-OWNED AUTOS ONLY <input checked="" type="checkbox"/> HIRED AUTOS ONLY		47-CAO-332641-02	12/15/2024	7/1/2025	COMBINED SINGLE LIMIT (Ea accident) \$ 1,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ PIP \$ 10,000
A	<input checked="" type="checkbox"/> UMBRELLA LIAB <input type="checkbox"/> EXCESS LIAB DED <input checked="" type="checkbox"/> RETENTION \$ 10,000		47-UMO-332642-02	12/15/2024	7/1/2025	EACH OCCURRENCE \$ 5,000,000 AGGREGATE \$ 5,000,000
B	<input checked="" type="checkbox"/> WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANYP PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? <input type="checkbox"/> Y / <input checked="" type="checkbox"/> N (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	N/A	WC840-0812515-2024A	7/1/2024	7/1/2025	<input checked="" type="checkbox"/> PER <input type="checkbox"/> OTH- E.L. EACH ACCIDENT \$ 1,000,000 E.L. DISEASE - EA EMPLOYEE \$ 1,000,000 E.L. DISEASE - POLICY LIMIT 1,000,000
C	Inland Marine		UM00169661MA24A	12/15/2024	7/1/2026	Scheduled Limit \$615,652 Leased/Rented \$200,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

When required by written contract, those parties listed in said contract, including the Certificate Holder, are added as Additional Insureds with respect to the General Liability, including ongoing and completed operations, Auto Liability, and Umbrella Liability as afforded by the policy and/or endorsements. When required by written contract, a Waiver of Subrogation is granted with respect to the General Liability, Auto Liability, Umbrella Liability and Workers Compensation policies.

CERTIFICATE HOLDER

CANCELLATION

For Information Purposes

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE

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Form

W-9(Rev. October 2018)
Department of the Treasury
Internal Revenue Service**Request for Taxpayer
Identification Number and Certification**► Go to www.irs.gov/FormW9 for instructions and the latest information.**Give Form to the
requester. Do not
send to the IRS.**Print or type.
See Specific Instructions on page 3.

1 Name (as shown on your income tax return). Name is required on this line; do not leave this line blank. Pine Lake Services, LLC	
2 Business name/disregarded entity name, if different from above	
3 Check appropriate box for federal tax classification of the person whose name is entered on line 1. Check only one of the following seven boxes.	4 Exemptions (codes apply only to certain entities, not individuals; see instructions on page 3): Exempt payee code (if any) _____ Exemption from FATCA reporting code (if any) _____ <small>(Applies to accounts maintained outside the U.S.)</small>
<input type="checkbox"/> Individual/sole proprietor or single-member LLC	<input type="checkbox"/> C Corporation
<input type="checkbox"/> Limited liability company. Enter the tax classification (C=C corporation, S=S corporation, P=Partnership) ► <u>P</u>	<input type="checkbox"/> S Corporation
Note: Check the appropriate box in the line above for the tax classification of the single-member owner. Do not check LLC if the LLC is classified as a single-member LLC that is disregarded from the owner unless the owner of the LLC is another LLC that is not disregarded from the owner for U.S. federal tax purposes. Otherwise, a single-member LLC that is disregarded from the owner should check the appropriate box for the tax classification of its owner.	
<input type="checkbox"/> Other (see instructions) ►	
5 Address (number, street, and apt. or suite no.) See instructions. 12980 Tarpon Springs Rd	Requester's name and address (optional)
6 City, state, and ZIP code Odessa, FL 33556	
7 List account number(s) here (optional)	

Part I Taxpayer Identification Number (TIN)

Enter your TIN in the appropriate box. The TIN provided must match the name given on line 1 to avoid backup withholding. For individuals, this is generally your social security number (SSN). However, for a resident alien, sole proprietor, or disregarded entity, see the instructions for Part I, later. For other entities, it is your employer identification number (EIN). If you do not have a number, see *How to get a TIN*, later.

Note: If the account is in more than one name, see the instructions for line 1. Also see *What Name and Number To Give the Requester* for guidelines on whose number to enter.

Social security number									
				-			-		
or									
Employer identification number									
				-			-		
2	7	-	3	3	6	0	1	5	8

Part II Certification

Under penalties of perjury, I certify that:

1. The number shown on this form is my correct taxpayer identification number (or I am waiting for a number to be issued to me); and
2. I am not subject to backup withholding because: (a) I am exempt from backup withholding, or (b) I have not been notified by the Internal Revenue Service (IRS) that I am subject to backup withholding as a result of a failure to report all interest or dividends, or (c) the IRS has notified me that I am no longer subject to backup withholding; and
3. I am a U.S. citizen or other U.S. person (defined below); and
4. The FATCA code(s) entered on this form (if any) indicating that I am exempt from FATCA reporting is correct.

Certification instructions. You must cross out item 2 above if you have been notified by the IRS that you are currently subject to backup withholding because you have failed to report all interest and dividends on your tax return. For real estate transactions, item 2 does not apply. For mortgage interest paid, acquisition or abandonment of secured property, cancellation of debt, contributions to an individual retirement arrangement (IRA), and generally, payments other than interest and dividends, you are not required to sign the certification, but you must provide your correct TIN. See the instructions for Part II, later.

**Sign
Here**Signature of
U.S. person ►

Date ►

10-2-2023**General Instructions**

Section references are to the Internal Revenue Code unless otherwise noted.

Future developments. For the latest information about developments related to Form W-9 and its instructions, such as legislation enacted after they were published, go to www.irs.gov/FormW9.

Purpose of Form

An individual or entity (Form W-9 requester) who is required to file an information return with the IRS must obtain your correct taxpayer identification number (TIN) which may be your social security number (SSN), individual taxpayer identification number (ITIN), adoption taxpayer identification number (ATIN), or employer identification number (EIN), to report on an information return the amount paid to you, or other amount reportable on an information return. Examples of information returns include, but are not limited to, the following.

- Form 1099-INT (interest earned or paid)

- Form 1099-DIV (dividends, including those from stocks or mutual funds)
- Form 1099-MISC (various types of income, prizes, awards, or gross proceeds)
- Form 1099-B (stock or mutual fund sales and certain other transactions by brokers)
- Form 1099-S (proceeds from real estate transactions)
- Form 1099-K (merchant card and third party network transactions)
- Form 1098 (home mortgage interest), 1098-E (student loan interest), 1098-T (tuition)
- Form 1099-C (canceled debt)
- Form 1099-A (acquisition or abandonment of secured property)

Use Form W-9 only if you are a U.S. person (including a resident alien), to provide your correct TIN.

If you do not return Form W-9 to the requester with a TIN, you might be subject to backup withholding. See What is backup withholding, later.

Minority Certificate



Minority and Small Business Development

Certification Program
This is to certify that in accordance with City of Tampa Ordinance 2008-89
Pine Lake Services, Inc.

is hereby certified as a

Small Local Business Enterprise (SLBE)

In the following specialty(ies)

Lawn Care

The certification is valid from March 23, 2023 to April 16, 2025

Updates for recertification are required prior to the expiration date listed above. If at any time changes are made in the firm that are not in concert with our eligibility requirements, you agree to report those changes to us for evaluation. The City of Tampa reserves the right to terminate this certification at anytime it determines eligibility requirements are not being met.

Gregory K. Hart, Manager
Minority and Small Business Manager

Minority Business Enterprise



Minority and Small Business Development

Certification Program
This is to certify that in accordance with City of Tampa Ordinance 2008-89
Pine Lake Services, Inc.

is hereby certified as a

Minority Business Enterprise (MBE)

In the following specialty(ies)

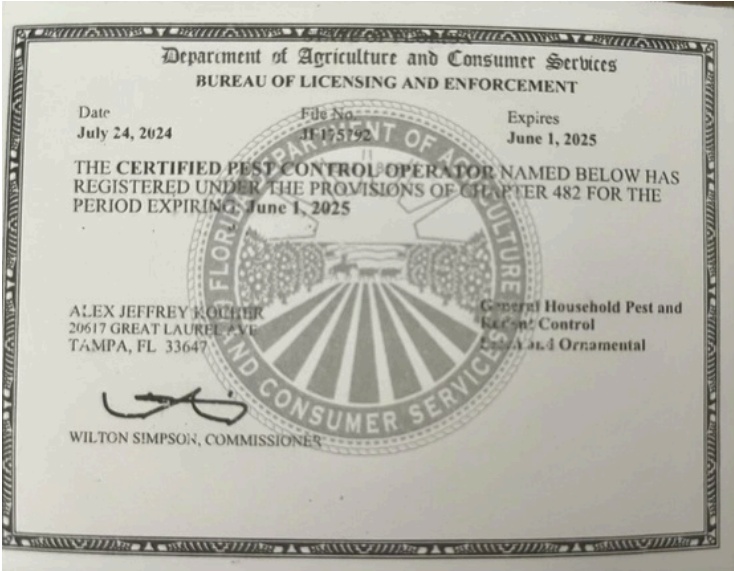
Lawn Care

The certification is valid from March 23, 2023 to April 16, 2025

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Gregory K. Hart, Manager
Minority and Small Business Manager

Certified Pest Control Operator



Small Local Business Enterprise



Minority and Small Business Development

Certification Program
This is to certify that in accordance with City of Tampa Ordinance 2008-89
Pine Lake Services, Inc.

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Gregory K. Hart, Manager
Minority and Small Business Manager

Small Business Enterprise Certification



PORT TAMPA BAY

Small Business Enterprise Certification

Pine Lake Services, Inc.
Federal ID #:27-3360158

Services Provided: Landscaping & Lawn Maintenance

Valid from 11/01/2023 to 10/31/2024

Donna L. Casey
SBE & Contracts Manager

Please note this certificate is valid only with Port Tampa Bay.
It is not reciprocal with the City of Tampa or Hillsborough County and may not be reciprocal with any other local governmental agency.

Member since 2012

Business Tax Receipt

2023 - 2024 HILLSBOROUGH COUNTY BUSINESS TAX RECEIPT		EXPIRES SEPTEMBER 30, 2024		ACCOUNT NO. 83940 NEW BUSINESS
OCC. CODE 280.061000 LANDSCAPING SERVICE (OVER 3 EMP)	13 Employees	Receipt Fee	80.00	
		Hazardous Waste Surcharge	40.00	
		Law Library Fee	0.00	
BUSINESS PINE LAKE SERVICES LLC 12980 TARPON SPRINGS RD ODESSA, FL 33556		2023 - 2024		
NAME PINE LAKE SERVICES LLC MAILING 12980 TARPON SPRINGS RD ADDRESS ODESSA, FL 33556		Paid 23-0-082798 11/09/2023 120.00		
BUSINESS TAX RECEIPT HAS HEREBY PAID A PRIVILEGE TAX TO ENGAGE IN BUSINESS, PROFESSION, OR OCCUPATION SPECIFIED HEREON		NANCY C MILLAN, TAX COLLECTOR 813-635-6290 THIS BECOMES A TAX RECEIPT WHEN VALIDATED.		

Staffing Approach - Key Personnel & Staffing Levels

PLS will ensure the New River CDD team is fully staffed at all times. Our management team has a combined 150 years of landscape and irrigation maintenance experience, giving us the capability to handle unique situations that may arise.

The following pages include the PLS organizational chart and resumes for the supervisory PLS staff. The resumes highlight relevant and similar property experience.

Proposed Staffing Levels:

Pine Lake Services will staff New River CDD with the following:

A 4 person crew two times per week in season that will include a Foreman, Lead man and crew. The crew will perform all duties required by the association each week. In addition, there will be a production manager assigned to this property to visit and assist the crew each week.

2 person irrigation crew performing a complete monthly wet check inspection and repairs.

2 person horticulture team to perform monthly applications, inspections and spot treatments.

Enhancement Teams can be dispatched to perform installs of flowers and mulch or small projects.

A dedicated Account Manager who will be your single point of contact for all of your needs and concerns.

Emergency Numbers:

Should an emergency arise during Pine Lake's time contracted with New River CDD, the management team is always available.

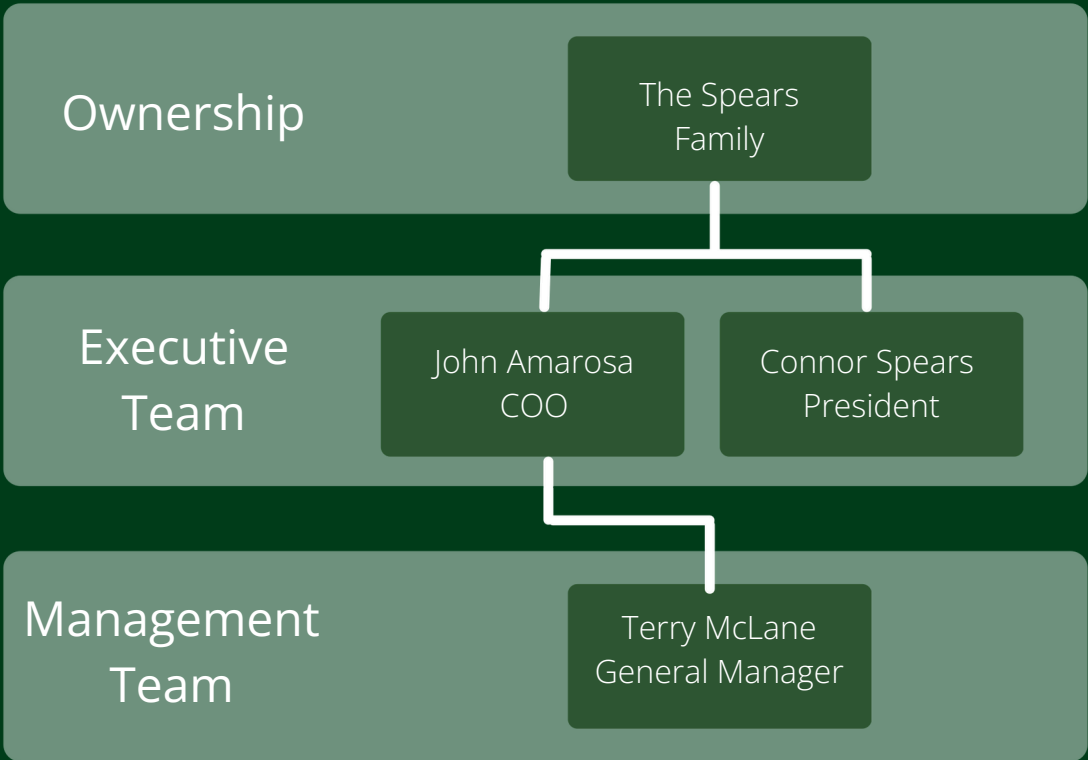
John Amarosa, COO (727) 243-2852

Terry McLane, General Manager (727) 423-7664

Epi Carvajal, Operations Manager (813) 528-5039

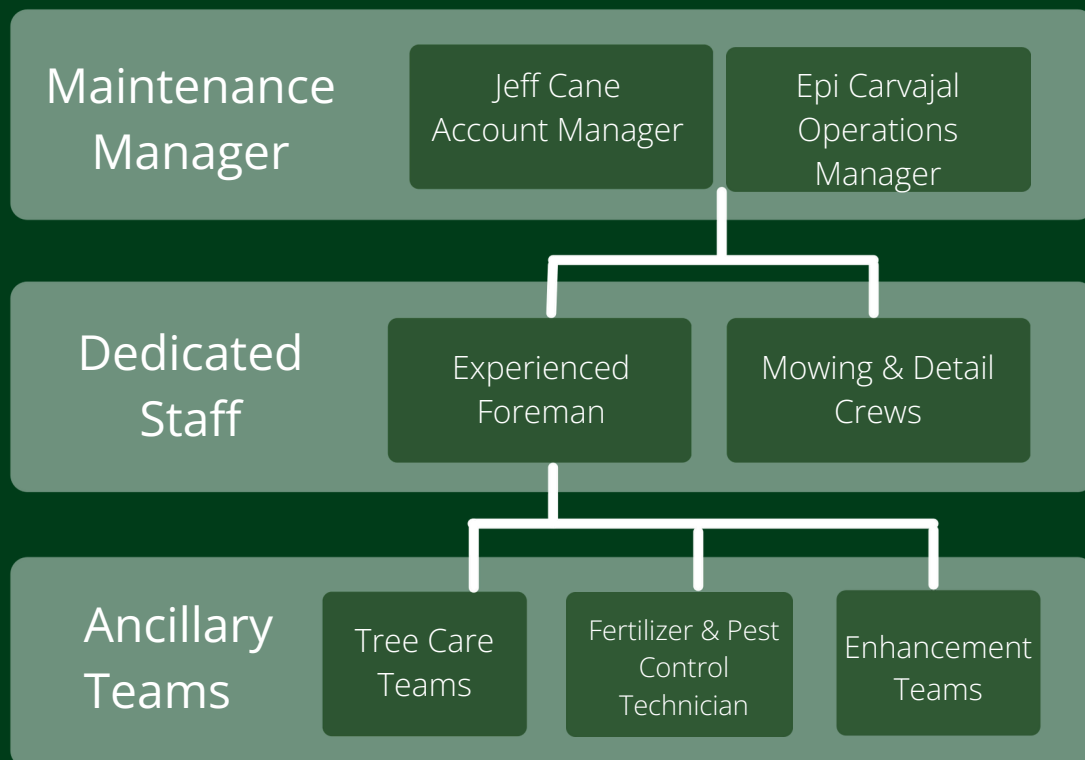
PINE LAKE SERVICES

Executive Leadership



PINE LAKE SERVICES

New River CDD Staffing





JOHN AMAROSA

COO

30
YEARS EXPERIENCE

EDUCATION

University of South
Florida B.A. Criminology

Associations

Vice President of *FNGLA*

BOMA
BMI
CAI

CERTIFICATIONS

State of Florida CPCO
GI-BMP Certified in Florida
BMP Certified in Pinellas & Manatee
OSHA 30
UF Palm School Graduate
State of Florida Aquatics Management
Certified

DUTIES & RESPONSIBILITIES

Mr. Amarosa organizes and implements company objectives on a day to day basis. He ensures quality, production and safety for the organization. John will ensure client satisfaction while working with the executive leadership team.

PROJECT EXPERIENCE

- *Oversaw landscape operations on the following properties:*
- *City of Tampa Parks*
- *Long Leaf CDD*
- *Concord Station CDD*
- *Oakstead CDD*
- *Highlands CDD*
- *Highland Park CDD*
- *Sterling Hill CDD*
- *Forest Brooke CDD*
- *Waterchase CDD*
- *Lakewood Ranch CDD 1, 2, 3, 5 and 6*
- *South Fork 3 CDD*
- *Carlton Lakes CDD*
- *The Groves CDD*
- *Riverbend West CDD*
- *Harrison Ranch CDD*
- *KBAR Ranch II CDD*

Plus a multitude of extremely large HOA's and High Profile Sites including:

- *Innisbrook Resort*
- *Several Esplanade properties with Taylor Morrison*
- *Several Del Web by Pulte Properties*
- *All BayCare Hospital Facilities*
- *All Moffitt Cancer Center Campuses*
- *Several HCA Hospitals*
- *Encore at Fishhawk*
- *Kings Point HOA*
- *Trinity HOA*
- *Champions Club HOA*
- *Cobb's Landing HOA*
- *East Lake Woodlands HOA*
- *Villa Rosa HOA*
- *Connerton HOA*
- *Wellington HOA*
- *Saddlebrook HOA*
- *HCA Hospitals*



TERRY MCLANE

General Manager

32
YEARS EXPERIENCE

EDUCATION

Tampa Bay Area Graduate

CERTIFICATIONS

State Of Florida Pest Control
GI-BMP Certified in Florida
OSHA 30

DUTIES & RESPONSIBILITIES

Mr. McLane organizes and implements company objectives on a day to day basis. He ensures quality, production and safety for the organization. Terry will ensure client satisfaction while working with the Operational Leadership team.

PROJECT EXPERIENCE

Oversaw landscape operations on the following properties:

- Concord Station CDD
- Oakstead CDD
- Highlands CDD
- Highland Park CDD
- Sterling Hill CDD
- Waterchase CDD
- Carlton Lakes CDD
- The Groves CDD
- Asturia CDD
- Bexley Ranch CDD
- Connerton West CDD
- Riverbend West CDD
- KBAR Ranch II CDD
- Tampa Bay Golf & Country Club



Plus a multitude of extremely large HOA's and High Profile Sites including:

- Innisbrook Resort
- Several Esplanade properties with Taylor Morrison
- Several Del Web by Pulte Properties
- Several BayCare Hospital Facilities
- All Moffitt Cancer Center Campuses
- Saddlebrook HOA
- Trinity HOA
- Champions Club HOA
- Tampa Bay Golf and Country Club
- Villa Rosa HOA
- Wellington HOA
- Cheval HOA
- Epperson Ranch HOA and Lagoon
- Estancia HOA
- East Lake Woodlands HOA



EPI CARVAJAL

Operations Manager

27

YEARS EXPERIENCE

Certifications BMP Certified
Trainer
CPR Certified Trainer



ALEX KOCHER

Horticulture Manager

19

YEARS EXPERIENCE

EDUCATION
Auburn University -
Landscape Horticulture

CERTIFICATIONS

Certified Pest Control Operator
General household Pest - Termite
GI BMP Certified

New River CDD

DUTIES & RESPONSIBILITIES

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Epi will be the Operations Manager for the CDD. He will prepare the work week for the crews and oversee that all performances that are completed for that week. He will be assist the Account Manager as the point of contact for daily activities. Epi has managed many large scale properties and portfolios in his and past with great success. Epi is well versed in CDD management and care and will communicate via our Account Manager any and all needs to be addressed or improved on.

PROJECT EXPERIENCE

- Connerton CDD
- Riverbend West CDD
- KBAR Ranch II CDD
- Belleview HOA/POA
- Franklin Street Management Portfolio
- The Groves CDD & HOA
- Oakstead CDD
- Saddlebrook Resort
- Summer Tree HOA
- Tampa Bay Golf & Country Club

DUTIES & RESPONSIBILITIES

Alex is a State of Florida Certified Pest Control Operator and serves as the authority for Pine Lake in all things horticulture. His skills are not limited to the following but a few highlights included:

- warm-season turf grass nutritional requirements
- turf grass disease identification including curative and preventative cultural/chemical treatments turf grass insect
- identification including curative and preventative cultural/chemical treatments
- turf grass weed identification including curative and preventative cultural/chemical treatments
- palm tree nutritional requirements as well as insect and disease issues within the State
- hard wood tree nutritional requirements as well as insect and disease issues within the State
- ornamental shrub and groundcover nutritional requirements
- ornamental shrub and groundcover insect and disease curative and preventative cultural/chemical treatments

PROJECT EXPERIENCE

- Moffitt Cancer Center Campuses
- City of Tampa Parks and Recreation Sites
- BayCare Facilities throughout Tampa
- Bay Perry Harvey Park
- Carlton Lakes CDD
- Riverbend West CDD

DISCOVER THE DIFFERENCE



Todd Newman

Account Manager

11

YEARS EXPERIENCE

EDUCATION

BMP Certified



Jeff Cane

9 YEARS EXPERIENCE

CERTIFICATIONS

OSHA 10

New River CDD

DUTIES & RESPONSIBILITIES

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Todd's journey in the landscaping industry began ten years ago, fueled by his passion for outdoor spaces and a keen eye for detail. His commitment to excellence and dedication to client satisfaction have been the cornerstones of his career. As an Account Manager, Todd is dedicated to building strong, collaborative relationships with clients, serving as their trusted advisor and advocate. He works closely with each client to understand their goals, preferences, and budgetary constraints, ensuring that every project is executed to perfection.

PROJECT EXPERIENCE

- Del Web Bexley
- Terra Bella CCD/HOA
- Whispering Pines CDD
- Advent Health- Bruce B Downs Campus
- Advent Health- New Tampa Campus
- Westbridge CDD
- Easton Park CDD

DUTIES & RESPONSIBILITIES

Jeff has a total of 8 years experience within the landscape industry ranging from private residential to high end commercial. He started landscape in Ohio and has 4 years experience within the industry in Florida. He started in horticulture and has worked closely with all realms of the industry to round out his knowledge. Jeff strives to provide tailored landscape solutions to his clients so they can have a sense of pride in the places they work and live.

PROJECT EXPERIENCE

- Waterset (Apollo Beach)
- Feil Group
- Harrod Properties Portfolio
- JLL Properties
- Volanti By Mattamy
- Whispering Pines by Pulte
- Beacons at Epperson

PINE LAKE SERVICES

Experience

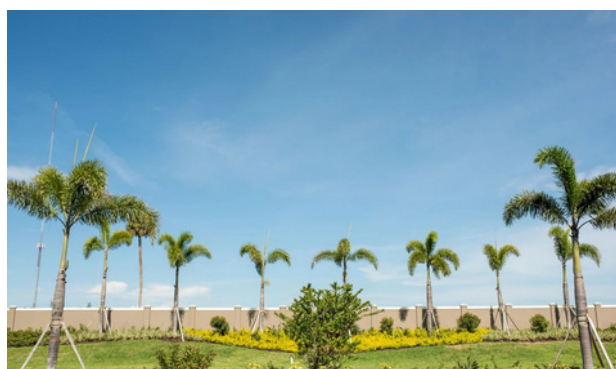
Pine Lake Services (PLS) prioritizes consistent and effective communication with Board Supervisors and Property Managers across all the communities we maintain and inspect.

Our strong track record of positive, long-term relationships with property management firms is reflected in the numerous references and letters of recommendation we've received. At PLS, we take pride in fostering these lasting partnerships and providing thorough, regular inspections to ensure each property continues to meet the unique needs of our clients.

Additionally, we've included images of the current properties we maintain, showcasing our commitment to both landscape care and property aesthetics. We go beyond routine maintenance by offering innovative ideas to enhance the overall appearance and value of each property. With approval from New River CDD management, we also have the flexibility to introduce updates and improvements to the CDD, ensuring the space evolves in alignment with the community's goals.

CDD Experience

PLS has experience with Landscape Installation & Maintenance at Carlton Lakes, Riverbend West, Waterleaf, Cypress Creek, Triple Creek, Tara CDD, Cornergate, Southshore Bay, KBAR Ranch II, Lakeside, Mira Lago, Bull Frog Creek CDD and many more.



PINE LAKE SERVICES

References

Riverbend West- Inframark- Ongoing began 10/1/2022

Dollar Amount: \$255,000

Point of Contact: Kristee Cole

Phone Number: 813 382 7355

Address: 2005 Pan Am Cir Ste 300, Tampa, FL 33607



Scope of Work: PLS is responsible for the Landscape Maintenance and Irrigation System Management at Riverbend West. The scope is similar to New River CDD including Turf and Pond Maintenance, Shrub and Ground Maintenance, Tree Maintenance, Seasonal Color/Perennial Maintenance and Installation, Mulching for Tree and Shrub Bed Areas, General Site Maintenance (Trash, Weed Control and Debris Disposal), Leaf Removal, Natural Area Maintenance, Plant Material Disposal and Irrigation Management.

Carlton Lakes Community-Inframark- Ongoing began 7/1/2021

Dollar Amount: \$585,000

Point of Contact: Jennifer Goldyn

Phone Number: 813.873.7300

Address: 2005 Pan Am Cir Ste 300, Tampa, FL 33607

Scope of Work: PLS is responsible for the Landscape Maintenance and Irrigation System Management at Carlton Lakes. The scope is similar to New River CDD including Turf and Pond Maintenance, Shrub and Ground Maintenance, Tree Maintenance, Seasonal Color/Perennial Maintenance and Installation, Mulching for Tree and Shrub Bed Areas, General Site Maintenance (Trash, Weed Control and Debris Disposal), Leaf Removal, Natural Area Maintenance, Plant Material Disposal and Irrigation Management.

PINE LAKE SERVICES

Lakeside Community- Rizzetta- Ongoing began 8/1/2023

Dollar Amount: \$528,000

Point of Contact: Jason Liggett

Phone Number: 813.994.1001

Address: 5844 Old Pasco Rd Ste 100 Wesley Chapel



Scope of Work: PLS is responsible for the Landscape Maintenance at Lakeside CDD. The scope is similar to New River CDD including Turf and pond Maintenance, Shrub and Ground Maintenance, Tree Maintenance, Seasonal Color/Perennial Maintenance and Installation, Mulching for Tree and Shrub Bed Areas, General Site Maintenance (Trash, Weed Control and Debris Disposal), Leaf Removal, Natural Area Maintenance, Plant Material Disposal and Irrigation Management.

K-Bar Ranch II Community- Rizzetta-Ongoing began 5/1/2023

Dollar Amount: \$700,000

Point of Contact: Jason Liggett

Phone Number: 813.994.1001

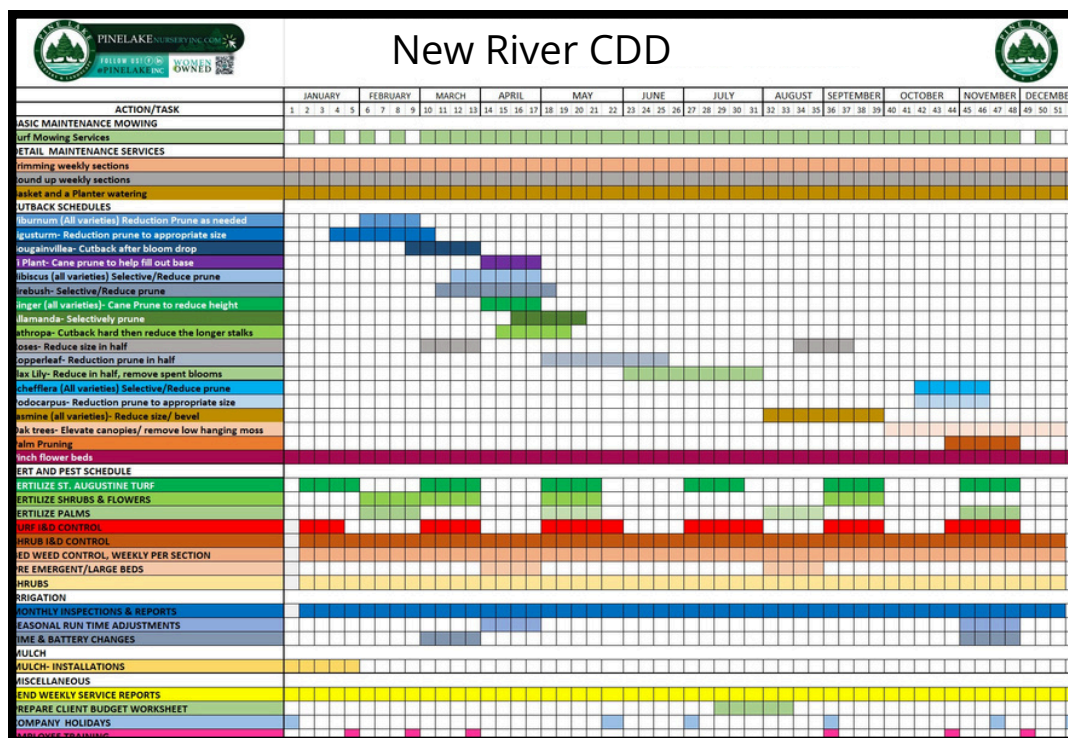
Address: 5844 Old Pasco Rd Ste 100 Wesley Chapel



Scope of Work: PLS is responsible for the Landscape Maintenance and Irrigation System Management at K-Bar Ranch II. The scope is similar to New River CDD including Turf and Pond Maintenance, Shrub and Ground Maintenance, Tree Maintenance, Seasonal Color/Perennial Maintenance and Installation, Mulching for Tree and Shrub Bed Areas, General Site Maintenance (Trash, Weed Control and Debris Disposal), Leaf Removal, Natural Area Maintenance, Plant Material Disposal and Irrigation Management.

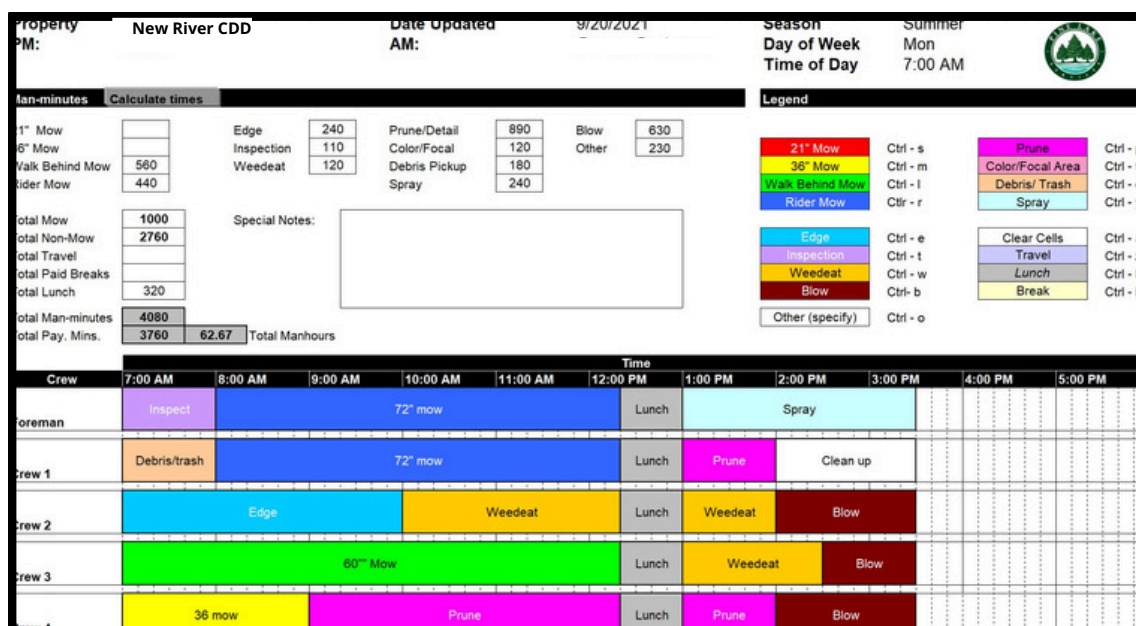
PINE LAKE SERVICES

Annual Operations Calendar



**Sample to be reviewed and agreed upon at contract start*

Daily Gantt Chart



**We will coordinate with the Property Manager to develop all daily/weekly Gantt charts once the job is awarded.*



Proposal #5870

New River CDD Maintenance Proposal 4.30.25

Date 7/22/2025

Customer Mark Vega | Inframark | 388 32nd St NW | ruskin, FL 33570

Property New River CDD | 5227 Autumn Ridge Dr | Tampa, FL 33545

Dear New River CDD Board,

We realize our industry is highly competitive and you have a number of choices when it comes to landscape services. We are very pleased you have chosen Pine Lake Services and given us the opportunity to present you with a copy of our contract agreement for landscape management and services at your property.

We are confident that this agreement contains all the necessary services and conditions to exceed your expectations. Please take some time to review it. If by chance we missed something, please let us know as soon as possible in order to make the appropriate adjustments. If you have any questions or concerns regarding the agreement, please do not hesitate to contact your Business Development Professional or your Account Manager.

Pine Lake Services is aware you have many options when it comes to a landscape service provider which is why we continually strive to improve the look and feel of your property. In addition to the value of services we provide you, we also intend to deliver unsurpassed customer service and communication. We believe this is what sets us apart from our competitors.

We look forward to working with you and are confident that we will successfully exceed your expectations. We appreciate the opportunity to build a long-term relationship and want to assure you we will strive to maintain the trust you have placed in Pine Lake.

Please don't hesitate to call any of us personally if we can assist you in any way.

Respectfully,

Pine Lake Services Management Team
(813) 948-4736

Fixed Payment Services

Description	Frequency	Cost per Occ.	Annual Cost
Contract Services			
General Maintenance	42	\$3,041.00	\$127,722.00
Irrigation Inspection	12	\$1,728.00	\$20,736.00
Palm Pruning	2	\$5,368.00	\$10,736.00
Fertilizer and Pest Control	12	\$1,843.75	\$22,125.00
Spring Color	1	\$1,255.00	\$1,255.00
Winter Color	1	\$1,255.00	\$1,255.00
Fall Color	1	\$1,255.00	\$1,255.00
Summer Color	1	\$1,255.00	\$1,255.00
soil for annuals	1	\$303.00	\$303.00
Annual Maintenance Price			\$186,642.00

Optional Services

Initial next to optional services you would like added to your contract.	Frequency	Cost per Occ.	Annual Cost
_____ Mulch Application	1	\$27,000.00	\$27,000.00

Payment Schedule

Schedule	Price	Sales Tax	Total Price
June	\$15,553.50	\$0.00	\$15,553.50
July	\$15,553.50	\$0.00	\$15,553.50
August	\$15,553.50	\$0.00	\$15,553.50
September	\$15,553.50	\$0.00	\$15,553.50
October	\$15,553.50	\$0.00	\$15,553.50
November	\$15,553.50	\$0.00	\$15,553.50
December	\$15,553.50	\$0.00	\$15,553.50
January	\$15,553.50	\$0.00	\$15,553.50
February	\$15,553.50	\$0.00	\$15,553.50
March	\$15,553.50	\$0.00	\$15,553.50
April	\$15,553.50	\$0.00	\$15,553.50
May	\$15,553.50	\$0.00	\$15,553.50
	\$186,642.00	\$0.00	\$186,642.00

Customer Initials _____

Terms & Conditions

General Contract Terms

A. The term of this contract:

From start date _____ To end date: _____

B. Client agrees to pay Contractor the total price of all seasonal services as compensation for the complete performance of the terms and conditions of this contract.

C. Client shall be invoiced on the first (1st) of each month of service and the payment shall be due the last day of that month.

D. Payments made via credit card will include an additional 3% credit card fee.

E. If payment requires Pine Lake to create and/or setup an account in an additional software, Pine Lake reserves the right to charge an administrative fee along with passing along any software fees charged.

F. Both parties reserve the right to cancel this agreement at any time with thirty (30) days written notice.

G. Interest will accrue on all invoices over thirty days old. Past due amounts will accrue interest at a rate of 1.5% per month (18% APR). Client agrees to pay any costs associated with collection, including but not limited to court and attorney's fees as additional sums owed.

Section A: Scope of Services

The following represents Pine Lake Services standard scope of services provided. Pine Lake will provide general service and mowing visits during the growing season each year with detail services provided when full scale mowing is not required. Additional services can be negotiated and will be detailed in the service package.

Mowing:

- All lawns will be mowed at least once each week while in the growing season, typically April-September. All lawns will be mowed every other week during the dormant season, typically October - March.
- Lake banks and retention ponds will be mowed to the water's edge.
- Mowing height will depend upon the type of turf and the season. Typically, the height will range from 2" to 4".
- Retention areas, and other areas too wet for proper mowing, will be mowed when the ground is firm enough to allow normal mowing procedures,
- Use of rotary mower with blades sharpened prior to each visit and properly balanced on a monthly basis shall be used on each property.

Edging:

Customer Initials _____

- All lawn areas adjacent to paved surfaces or structural edges such as sidewalks, walkways, driveways, parking lots, curbing, headers, retaining walls, and utility foundations will be edged with a "blade edger" in order to maintain clean, crisp, and consistent edge lines.
- Bed edges will be kept clean and well defined around color beds, shrub beds, open beds, and tree trunks, so as to prevent encroachment from lawn and other adjacent materials.
- Edging of walks and curbs, will be performed every other time the turf is mowed.
- Clip or chemically treat around the bases of walls and fences and around posts, lights, trees, utility installations and valves, as required to keep a neat and clean appearance.

Weeding:

- Weeding of plant beds will be performed as necessary to control weed population and maintain healthy plants with a neat appearance.
- Ground cover beds infested with weeds will be chemically treated.
- Weed control in plant beds, open beds, ground between plants, joints in walks, decks, curbs, and drives, will be performed using appropriate manual (hand pulling), and/or chemical (herbicide) control methods. When it is necessary and practical to use chemical control, pre- and post- emergent herbicides will be applied with care so as not to injure adjacent desirable plants.

Clean up:

- All debris generated during the performance of this contract will be blown from sidewalks and curbs. This will encompass complete removal of weeds at curbs and pavement lines.
- All lawn areas will be cleared of litter and debris before mowing, so as not to shred and scatter foreign matter.
- All bed areas will be cleared of litter and debris to maintain a neat, clean appearance.

Pruning/Trimming/Shearing:

- Selective pruning will be performed on all ornamental plants and trees in order to maintain the natural habit of the plant/tree and to ensure health and vigor.
- Trim all trees per best management practices up to a height of twelve (12') feet and no single branches larger than 2" diameter.
- All properties that have Palm trees under 12' will be trimmed once a year, palms over 12' can also be trimmed if additional services are agreed to.
- Shrubs and hedges will be sheared and pruned in a consistent manner to maintain optimum shape and size as growth habit dictates according to the individual potential for each type of plant variety.
- Plant pruning, trimming, and shearing will be accomplished under the supervision of an experienced specialist to assure the function is being performed in accordance with recommended horticultural practices, which allow for further budding, blooming, and proper growth habit.
- Pruning of plants, which overhang curbs, sidewalks, passageways, patios, balconies, fences, air conditioning units, and parking areas will be addressed when necessary.
- All trimmings and clippings will be collected and removed from the property.

Note: The intent is to maintain a consistent lateral line height of the canopy at 10 to 12 feet depending upon the specific requirement of the tree with respect to its location.

Fertilization:

- St. Augustine turf will be fertilized four (4) times per year using a fertilizer formulated to meet

Customer Initials _____

specific turf and seasonal requirements, or as needed based upon seasonal conditions.

- All applications will be performed using a complete fertilizer blend.
- Contractor will provide all materials for fertilization.
- All fertilizations will follow the Florida Best Management Practice guidelines.
- Certain municipalities' fertilizer black out ordinances will apply. Adjustments to this program can be made.
- Bahia, Bermuda and Zoysia turf is excluded from this contract but can be priced separately under an additional contract.

Weed Control:

- Turf weed control will require spot treatment in all grasses.
- Weeds germinating in paved areas, covered by these specifications, will be chemically controlled.

Disease and Fungal control:

- Any outbreaks of turf disease or fungal activity can be evaluated and proposed on a case by case basis. Treatments can be wide ranging and a proposal can be generated for treatment based on actual site visit at additional cost.

Contractor will provide a spraying program to minimize infestation of weeds and insects in all plant bed areas:

- Plant material will be fertilized two (2) times per year.
- Weed control will require spot treatment in all beds.
- Fire Ant control treatment will be provided upon approval of separate proposal additional cost.
- Insect control is limited to shrub and turf damaging insects only. Insect control does not cover pests such as termites, fleas, rats, carpenter ants, etc.
- There are exclusions with imported pests that do not currently have effective treatment options.
- Contractor will provide all materials for fertilization and insecticide.

Irrigation Management:

- Contractor will repair or replace properly installed and functioning sprinkler heads and ancillary devices damaged during the grounds maintenance operations.
- Sprinkler system repairs not resulting from maintenance operations will be performed on a time and materials basis. Such operations may include: Replacing damaged or missing heads, broken pipes, adding or moving heads in under watered areas, time clock repair, replacing or rebuilding valves, locating and splicing cut wires, and etc... all work requires prior written approval. A pre-approval authorization form will be sent.
- Time clocks and valves will be checked for proper operation and or malfunctions. Time clocks and various zones will be properly coordinated to provide adequate water to maintain all areas in a thriving condition with each season of the year. The clocks will be timed so that water generates throughout the root zone frequently as necessary to allow an adequate supply of oxygen to the root system to encourage proper growth.
- All irrigation clocks will be set to operate according to local watering restrictions.
- The system will be run monthly to check for coverage and even distribution rates, during non-business hours in an effort to prevent water deposits on vehicles in the parking areas. A written report will be submitted monthly on all findings.

Customer Initials _____

Section B: Additional Services

Work performed under this category, and not included in the contract scope of work, will be performed and charged using a time and material basis. Estimates for proposed work will be discussed with the client for approval before any work will begin.

Part 1: Additional Options if selected

Annual flower Plants:

- If included in this contract, the replacement of existing annuals shall be done four (4) times per year. Annuals that are included as a part of this contract will be of standard variety; premium annuals are available at an additional charge. Annuals in addition to, or not included in this contract, will be provided upon Client approval.

Mulch:

- If included in this contract, all mulched areas shall be replenished once annually. Material consists of cypress, pine bark, recycled, etc. Blowing and clean-up are included.

Palm Pruning:

- If included in this contract, palms in excess of twelve (12) feet, on average, will be trimmed once annually to ensure a proper and appealing appearance.

Part 2: Additional Services:

Other Available Services: Examples of additional services available but not included are as follows:
Preventative fire ant control, turf fungicide applications & various tree injections

- Preventative fire ant control, fungicide applications, or various tree injection treatments.
- Landscape additions and renovations
- Landscape Lighting
- Plant replacement not attributed to Contractor negligence
- Turf/Sod replacement
- Repairs & modifications to irrigation system

SECTION C: GENERAL TERMS AND CONDITIONS

Part 1: Contractor's Responsibility

The Contractor shall recognize and perform in accordance with written terms, written specifications and designs, contained or referred herein. The Contractor reserves the right to renegotiate or amend the contract when price or scope of work is affected by changes to any local, state, or federal law, regulation

Customer Initials _____

or ordinance that goes into effect after the contract is signed.

A. Workforce: The Contractor shall assign a trained workforce with experience in the services being provided. The workforce will be presentable and identifiable at all times. All employees shall be competent and qualified, and U.S. citizens or legally authorized to work in the United States.

B. Landscape Materials: All materials shall conform to bid specifications. The Contractor will meet and comply with all Agricultural licensing and reporting requirements.

C. Licenses and Permits: The Contractor will maintain all licenses, as required by state or local law, and will comply with all other license and permit requirements of the county, state and federal governments, as well as all other requirements of law.

D. Taxes: The Contractor agrees to pay taxes applicable for its work under this contract, including sales tax on material supplied where applicable.

E. Insurances: The Contractor agrees to maintain General Liability Insurance Automotive Liability Insurance, Workers' Compensation Insurance, and any other insurance at the Contractor's discretion or required by law. In addition, the Contractor will require the same of any sub-contractors and will provide proof of such upon Client request. The Contractor is also responsible for obtaining any licenses and/or permits required by law for activities on the Client's property.

F. Liability: It is understood and agreed that the Contractor is not liable for any damage of any kind that is not caused by the negligence of the Contractor, its agents or employees, including but not limited to: death or decline of plant materials due to improper selection, placement, planting or maintenance before the time of this contract; damage due to improper irrigation components in existence at the time of contract execution; exposed cables/wires or sprinkler components/lines normally found below the surface of the lawn; flooding, storm or wind damage; disease or damage to lawns or landscape plants caused by excessive irrigation or lack of water due to inoperative components provided it reported these to the Client, or irrigation restrictions imposed by Water Management District or civil authorities; damage to or caused by any item hidden in the landscape and not clearly guarded or marked; and damage due to vandalism. The Contractor is liable for any damage due to improper operation of equipment in performing the contract; complying with all laws pertaining to protected plant species such as the mangrove; damage to plant material due to improper horticulture practices; improper installation of irrigation system replacement components; and injury to non-target organisms due to improper application of pesticides.

G. Subcontracts: The Contractor reserves the right to hire qualified subcontractors to perform specialized functions or work requiring specialized equipment.

H. Invoicing: The Contractor will submit monthly service invoices for the amount set forth under the prices and terms included in this contract. Any services rendered, that are in addition to or beyond the scope of work required by this contract shall be separately billed.

Part 2: Client's Responsibility

A. Utilities Usage: The Client shall allow the Contractor usage of utilities if needed.

B. Jobsite Access: The Client shall allow access to all parts of the jobsite where the Contractor is to perform work required by this contract or other related functions, during normal business hours and at other reasonable times, and in the case of after-hours emergencies.

C. Payment: For the convenience of the Client only, the monthly charge under this contract may be an average of the total charge for all work to be performed under the contract divided by the number of calendar months included in the payment period of the contract. The Client shall review invoices submitted by the Contractor and payment shall be due within thirty (30) days following the date of the invoice and considered delinquent if not paid by that date. For work outside of the normal monthly contracted work, The Client shall review invoices submitted by the Contractor and payment shall be due upon completion of the work and receipt of invoice and considered delinquent if not paid accordingly. If payment has not been received within forty-five (45) days, the Contractor reserves the right to suspend

Customer Initials _____

services by giving written notice for nonpayment. Should services be suspended, monthly fees will not be prorated and services will resume once past-due payments are received. Additional clean-up fees may apply.

D. Defects: The Client shall give the Contractor at least thirty (30) days to correct any problem or defect discovered in the performance of the work required under this contract. The Contractor may provide a deduction or offset at its discretion if defects are not correctable to the satisfaction of the Client.

Part 3: Other Terms

The Client and the Contractor, respectively bind themselves, their partners, successors, assignees and legal representative to the other party with respect to all covenants of this contract. Neither the Client nor the Contractor, their partners, successors, assignees and legal representative shall assign, transfer or terminate any interest in this contract without the written consent of the other.

Part 4: Renewal and Termination

This contract shall automatically renew for the same term as that set forth in Section A of the General Contract Terms above unless notice is given by Client to Contractor in writing of Client's intent to terminate this contract at least thirty (30) days prior to the termination of the current term. Additionally, this contract may be terminated by either party with or without cause, upon thirty (30) days written notice to the other party. This contract may be terminated by the Contractor for nonpayment by the Client, upon written notice as stated above. In the event this contract is terminated early by either party, the Contractor shall be entitled to recover those unrecovered costs incurred through the date of termination, including a reasonable amount of overhead and profit, and any amount in excess of the monthly charges paid by the Client through the date of termination. Upon expiration of the stated contract period, and notwithstanding the automatic renewal of this contract, Contractor reserves the right to charge current market value for any additional services or product(s) provided following the expiration of the current term of this contract.

Part 5: Legal

A. Controlling Law: The laws of Florida shall govern the validity, interpretation, construction, and performance of this contract. Each party hereby expressly consents to the personal jurisdiction, venue and convenience of, and the parties agree that any dispute arising here under will be heard in, the state and federal courts for the County of Hillsborough, Florida for any lawsuit arising from or related to this contract agreement. All references herein to the singular shall include the plural.

B. Legal Counsel: Each party has had (or has been advised to seek) independent legal counsel of their selection in the negotiation of this contract. Each party fully understands the facts and has been informed about their legal rights and obligations, including but not limited to the obligations of Florida Statutes regarding restrictive covenants and liquidated damages. Each party is signing this contract freely and voluntarily intending to be bound by it. Each party hereby knowingly, voluntarily and intentionally waives any right either may have to a trial by jury with respect to any litigation related to or arising out of, under or in conjunction with this contract or Contractor's employment with Pine Lake Services.

C. Attorney's Fees: In the event a dispute arises between the parties hereto and suit is instituted, the prevailing party in such litigation shall be entitled to recover reasonable attorney fees and other costs

Customer Initials _____

and expenses from the non-prevailing party, whether incurred at the trial level or in any appellate proceeding. If the Contractor seeks counsel for nonpayment issues and an agreement is reached before a suit/trial those attorney fees can also be recovered.

By _____

Shannon DyerDate 7/22/2025**Pine Lake Services, LLC**

By _____

Mark Vega

Date _____

Inframark



New River CDD

Landscape | Irrigation | Construction | Golf

Prepared For:

Mark Vega
Inframark
CDM

2005 Pan Am Circle
Suite 300 Tampa FL 33607
Phone: (813) 991.1140
Email: mark.vega@inframark.com

Proposal issued:
15 July 2025

*Proposal valid for 90 days





7/15/2025

New River CDD

5227 Autumn Ridge Dr, Wesley Chapel, FL 33545

RE: NEW RIVER CDD Landscape and Irrigation Maintenance Request for Proposal

Dear Mark, Beck, & Board Members

I personally want to thank you for considering Down To Earth as your Landscape Maintenance partner and for inviting us to participate in your RFP. We are confident that the following information will help to make the best decision and appreciate all the time you have taken to ensure we are submitting the most accurate proposal that reflects the expectations of the community.

Down To Earth has been in business for more than 30 years and we pride ourselves on providing superior service that brings “Natural Joy” to our customers. We understand the high standards our customers require and constantly seek to be the “Service Provider of Choice” in the green industry by delivering uncompromising quality that will exceed your expectations. There are many choices for your landscape management services, but what makes Down To Earth different is our ICARE values.

**Integrity**

We act with honesty, transparency, and reliability, always doing what is right for our customers, environment, and our team.

**Care**

We are one team that respects and cares for each other, continuously striving to beautify and improve the communities we serve.

**Accountability**

We meet our commitments to each other and to our valued customers and act if we fall short on expectations.

**Relentlessness**

We are constant in our efforts to provide solutions to customers and satisfy their needs.

**Excellence**

We strive to deliver best-in-class quality and safety while improving our services and results every day.

Thank you for your consideration and we look forward to the opportunity of working with you to achieve your landscape vision and experiencing the Down To Earth Difference!

Respectfully,

Bryce Haake – Business Developer – Tampa

(727) 710-1265

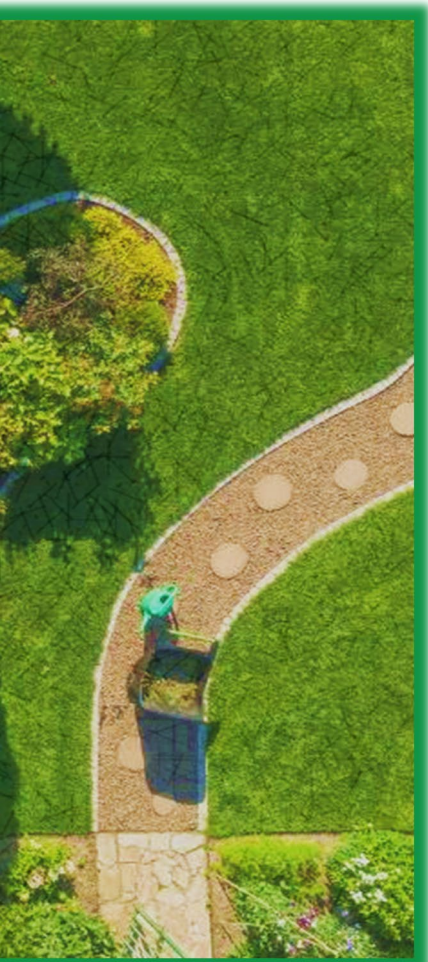
Bryce.Haake@down2earthinc.com

Approach to Services

An Overview of What We Do & How We Do It



We are driven by bringing natural joy to every client and property we service.



Core Competencies

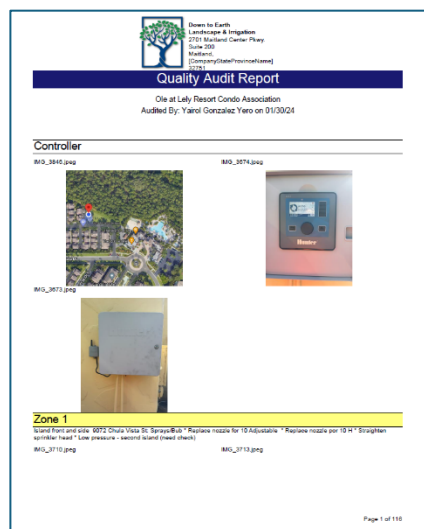
- 🌱 Maintenance
- 🌱 Irrigation
- 🌱 Construction
- 🌱 Enhancements
- 🌱 Installation
- 🌱 Fertilization & Pest Control
- 🌱 Golf Maintenance
- 🌱 Golf Construction

Irrigation Reporting

Our irrigation assessments are designed to ensure peak system performance, water efficiency, and long-term reliability. We take a proactive approach to monitoring, maintaining, and improving irrigation systems to support healthy landscapes and reduce unnecessary water use.

Comprehensive Irrigation System Assessment

- **Controller Locations:** Documented with photos and map pin drops for easy reference and accessibility.
- **Zone Details:** Each zone is reviewed with supporting photos and detailed repair notes as needed.
- **Programming Optimization:** Custom programming developed to maximize water efficiency and system performance.
- **Ongoing Monitoring:** Regular checks and adjustments to ensure proper functionality throughout the season.
- **Monthly Inspections:** Thorough inspections conducted monthly, with findings included in detailed reports.
- **Quality Components:** Use of approved parts and immediate reporting of any damage for timely resolution.



Company Overview



Down To Earth is a premier, full-service landscape company proudly providing maintenance, irrigation, design, and construction services serving multiple regions across Florida.

Specializing in large-scale commercial, residential, and resort services, we deliver unparalleled service and unmatched quality from design and installation to ongoing maintenance.



**Click on image to learn more.*

Our Goal

Our goal for all three divisions is to approach it with the same business strategy and principles that have made the company a success for 30+ years:

*Surround yourself with great people that demonstrate “**ICARE**” values and offer a service that brings **Natural Joy** to our customers.*

Locations

Down To Earth is continuously expanding across Florida, with 16 different branch locations.



COMPANY SAFETY PLAN

OUR NUMBER ONE PRIORITY



THE TEAM THAT CARES

Down To Earth understands that safety is the number one priority for both you and our employees. All personnel wear the following necessary protective equipment during the performance of their duties:

- DTE branded protective clothing, reflective, high visibility shirts, and safety vests.
- Protective eye wear or face shields
- Respiratory protection
- Gloves
- Ear/Hearing protection

Down To Earth personnel will adhere to all local, state, and federal safety guidelines and will observe all safety precautions when performing services on property, roadways and rights-of-way. The following measures will be employed when active in these areas:

- Safe location of parked vehicles
- Use of safety cones/signage
- Flag personnel as necessary

HIRING PROGRAM

- Mandatory drug screening prior to employment – zero-tolerance policy.
- Each new employee must complete our “**Green Vest Training**” program that focuses on the safe operation of all equipment and machinery.

PREVENTIVE MAINTENANCE PROGRAM

- Participate in weekly “toolbox talks” to review the correct maintenance procedures and inspect current equipment.
- Equipment is cleaned and maintained daily which includes sharpening mower blades and servicing equipment to ensure proper working order.
- Weekly **Vehicle Condition Report** to ensure that all repairs and maintenance have been completed.
- Monthly **Branch & Site Audits** to ensure compliance.

SAFETY TRAINING PROGRAM

- Employees participate in scheduled equipment training programs demonstrating the correct way to operate machinery and tools utilized for day-to-day job activities.
- Fertilizer/Pest Control Applicators take the Florida Best Management Practices Class and stay current on all continuing education units.
- Weekly Safety topic as well as scheduled Safety bulletins to raise awareness and reinforce training.

WE ARE HERE FOR YOU!

Let us help you
Weather the Storm.



Have Peace of Mind With ***Pre-Authorized Storm Clean-Up***

When you approve a clean-up plan, we are on the ground canvassing your property to assess damage as soon as the storm has passed. We quickly dispatch the appropriate teams to address your needs, prioritizing safety first:

Our record over the years and our ICARE values have proven that we will do everything we can to alleviate the stress caused by inclement weather in a **3-phase approach**:

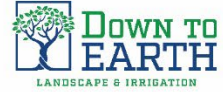
Phase 1: Emergency services to clear roadways, driveways, and walkways for first responders.

Phase 2: Complete clean-up, staking, and specific rebuilds as requested, so that recurring maintenance can begin.

Phase 3: Property rebuild: Normal enhancement rates would apply.

Normal Maintenance operations can typically resume the week following clean-up for all but the most severely impacted properties. Utilizing our network of vendor partners and leveraging our Construction Division, we can bring resources to address the situation.

2025



Hurricane season is upon us again. No matter what the weather may bring, your Down to Earth team is looking out for you.

To ensure we can provide you with a swift response following severe weather, we recommend the following:

Pre-Authorize Storm Clean-Up

See our **3-phase approach** below.

Keep Us Apprised of your Insurance Requirements

Let us know of any requirements your insurance carrier may have for documenting damages or corrective actions resulting from a storm. Our team will take photos of damages and keep track of manpower, equipment, and work provided in our repairs.

Let Us Know How to Reach You

Communications can be vulnerable in case of a storm. Remember to keep your contact information updated.

Prepare Your Trees

Reduce the risk of damage and injury by pruning weak branches and opening canopies. Schedule an assessment with our team to ensure your trees are ready.

Hurricane Price List

General Labor	\$80 / per man / per hour (\$110 per man hour OT)
Bucket Truck & Chipper	\$200 / per man / per hour (\$250 per man hour OT)
Loader & Operator Large	\$270 / per hour (\$320 per hour OT)
Loader/ Operator Dump	\$270 / per hour (\$320 per hour OT)
Dump Fees	Market Rate (~\$110 per cubic yard)
Arbor Crew with Dump Truck & Chipper	\$180 / per man / per hour (\$230 per hour OT)
Irrigation Repair	\$110 / per person/ per hour (\$150 per hour OT)
Lodge Pole & Stalking Rope	\$35 / unit
Banding Kits (4X2)	\$40 / unit
Crane	Priced per request

*Please note: All prices and availability for landscape materials are subject to change and can vary depending on market conditions which are beyond our immediate control. Disruption in normal maintenance services will not result in credits. However, schedules will be adjusted to catch up maintenance services as conditions allow over time unless otherwise agreed in advance. Additional proposals may be required for additional cleanup or arbor care.



Payments are progress billed, and due immediately for all severe hurricane and/or severe weather-related charges.

Licenses, Certifications, & Insurance Bonds



To deliver the very best customer service, we currently hold the following licenses, certifications, and insurance bonding:

- BMP Certified– Florida Green Industries
- Florida Department of Agriculture and Consumer Services, Certificate of Nursery Registration
- Florida Department of Agriculture and Consumer Services Certified Pest Control Operator
- Florida Department of Agriculture and Consumer Services Registered Pest Control Firm
- Florida Department of Agriculture and Consumer Services, License as Dealer in Agriculture Products
- Florida Nursery, Growers and Landscape Association (FNGLA) – Certified Horticulture Professional (FCHP)
- FNGLA Certified Horticulturalists Florida Nursery, Growers and Landscape Association (FNGLA) – Florida Certified Landscape Contractor (FCLC)
- International Society of Arboriculture (ISA), Certified Arborist
- Rain Bird – Certified Maxicom Operator, Maxicom Software Level 1 and 2, Maxicom Hardware Level 1 & 2

*All certificates & licenses are available upon request.



Landscape Maintenance Agreement

Attention: New River CDD
Submitted by: Inframark
Down To Earth 5227 Autumn Ridge Dr,
Wesley Chapel, FL 33545

New River CDD

Landscape Maintenance Summary

Lawncare Maintenance		\$ 164,622.94	Annually
Irrigation Inspection		\$ 9,416.73	Annually
Fertilization/Pest Control		\$ 13,664.34	Annually

Total Annual Fee	\$ 187,704.00
Total Monthly Fee	\$ 15,642.00

Service Maps

The map(s) below depicts the boundaries of the serviceable areas of your landscape property as understood for the purposes of developing this proposal.



- Lawn
- Bahia-Standard
- Bahia-Pond Banks
- Mulch Bed
- Hedge
-
- Hard Edge

Exhibit "A"

Service Agreement Specifications

Between SSS Down to Earth Opco LLC dba Down to Earth (herein "**Company**") and **New River CDD** ("Customer") the services to be performed hereunder for the Monthly Fee are set forth below. Any work performed in addition to these services will be separately invoiced as provided in this Agreement. Additional Services pricing is subject to change to market rates after the first year of this Agreement.

ADDITIONAL SERVICES

Pricing for additional services is subject to change based on current market rates at time of quote

<u>Service</u>	<u>Quantity</u>	<u>Contract or Additional</u>	<u>Price</u>	<u>Unit</u>
Mulch	Per Yard	Additional	\$100	Per CY Installed
Annuals 4" Pots	Per install/rotation	Additional	\$ 2.85	Per Each
Standard Palms (>12ft)	Per Palm Trim	Additional	\$48.75	Per Trim
Oak Trimming (>12ft)	Per Oak Trim	Additional	\$ 62.40	Per Trim
Leaf Cleanup	Per Hour	Additional	\$70	Per Hour

LANDSCAPE MAINTENANCE PROGRAM - 42 Total Visits

I. TURF GRASS SPECIFICATIONS

i. Mowing

Mowing shall be performed as is required to maintain a height level as outlined below with power lawn mowers of sufficient horsepower to leave a neat, clean appearance. (42 cuts annually; Weekly Mowing April 1st - September 30th; Bi-weekly Mowing October 1st - March 31st).

Company may alter mowing frequencies/schedules according to seasonal needs and environmental conditions that may include but are not limited to, excessive rain and wet conditions, cold weather, extreme weather, etc. Invasive species of grass will be mowed but may require additional treatments not covered in this contract scope. Areas that cannot be serviced due to risk of creating damage will be notified to the Customer and /or the Property Management.

Various mowing patterns will be employed to ensure the even distribution of clippings and to prevent ruts in the turf caused by mowers. Mower blades will be kept sharp to prevent the tearing of grass blades.

St. Augustine and Bahia turf should be maintained at a mowing height of 3 1/2" to 4 1/2" in height.

Zoysia turf will be maintained at a mowing height of 1" to 2 1/2" in height. The initial cut in the beginning of the growing season can be shorter to remove dead leaf tissue and increase the rate of green up.

ii. Edging

Edging will be completed during routine service visits around plant beds, curbs, streets, trees, and buildings. Soft edging will occur every other mowing service and hard edging will occur every mowing occurrence. The shape and configuration of plant beds will be maintained.

Hard surfaces will be blown to support a clean, well-groomed appearance with each edging.

iii. String Trimming

Areas agreed to be inaccessible to mowing machinery will be maintained with string trimmers, or as environmental conditions permit.

Frequency of string trimming will correspond to frequency of turf maintenance except for lake banks, roadside drainage ditches, and Bahia turf areas.

iv. Debris Removal

Company shall remove all landscape debris generated on the property during regularly scheduled services for that area, including naturally fallen palm fronds.

Seasonal Leaf removal is not part of the service package, but it can be provided upon Customer request at an additional per hour cost inclusive of proper mulching/removal of the leaf fall.

v. Fertilization

Irrigated Turf shall be fertilized appropriately four times a year (4) to maintain good appearance and color. The method of application of fertilizer shall be the responsibility of Company.

At times, environmental conditions may require additional applications of nutrients augmenting the above fertilization programs to ensure that turf areas are in top condition. Company can provide service upon Customer request at an additional cost.

All fertilizer applications will adhere to UF recommended Nitrogen application rates for the turf varieties present, using GI-BMP guidelines to help reduce the need for chemical intervention and protect the ground water.

vi. Insect & Disease Control

Company will implement an integrated Pest Management Program to minimize excessive use of pesticide and will rely heavily on continual monitoring of insect levels.

All products will be applied as directed by the manufacturer. Company will strictly comply with all state and federal regulations.

Company employs an active certified Pest Control License issued through the Florida Department of Agriculture and Consumer Services.

II. PLANTING BEDS, SHRUBS, WOODY ORNAMENTAL, GROUNDCOVERS, ALL PALM TREES AND ALL OTHER TREE CARE SPECIFICATION**i. Pruning**

Customer will be on a continuous selective, prune cycle as needed to avoid the loss of landscape integrity and aesthetic structure. Pruning events will occur 12 times annually.

Individual plant service will be pruned using guidelines of the UF/IFAS.

Ornamental grasses, including but not limited to Fakahatchee Grass, Fountain Grasses, and Muhly Grass, will be pruned no more than two times per year.

During regularly scheduled pruning events, plants entering or in their seasonal blooming cycle (ex.

Gardenia & Bougainvillea) will be left to bloom and pruned accordingly on the next scheduled cycle. Blooming Plants like hibiscus requiring a seasonal rejuvenation prune will be selectively pruned at each event and will be rejuvenated during the summer months.

All pruning and thinning will have the distinct objective of retaining the plant's natural shape and the original design specifications unless Customer requests otherwise.

Plants, hedges, shrubbery, and trees obstructing pedestrian or automobile traffic and damaged plants, shall be pruned as needed. All areas are to be left free of clippings following pruning.

ii. Tree Pruning

Trees shall be maintained with clear trunks with lower branch elevations up to 12' as necessary.

Tree interior sucker branches and dead wood shall be removed up to a height not exceeding 12' from ground. Moss removal, structural pruning and tree spraying may be performed at an additional charge.

iii. Palm Pruning

All palms up to a maximum height of 12' overall shall be pruned and shaped as required removing dead fronds and spent seed pods. Palms up to a maximum height of 12' overall are to be thoroughly detailed with all fronds trimmed to lateral position annually during a regularly scheduled pruning event.

Company can provide services for Palms over a maximum height of 12' upon Customer request at an additional cost. Pygmy palms will be trimmed during the routine pruning cycle.

iv. Crape Myrtle Pruning-

Crape Myrtles up to a maximum height of 12' overall can be pruned and shaped each February to promote vigorous blooming and maintain desired size. All sucker branching, seedpods, and ball moss must also be removed. No larger than 1" diameter branches will be removed. Extensive cutbacks ("Hat Racking") will be at the direction and approval of the Customer for an additional fee determined by debris and size of limbs being removed.

Company can provide service for Crape Myrtles over a maximum height of 12' and "Hat Racking" upon Customer request at an additional cost.

v. Groundcover and Edging

Groundcover plant species will be confined to plant bed areas by manual, mechanical or chemical means, as environmental condition permits. "String Trimming" type edging will not be used around trees and groundcovers.

vi. Fertilization

Plant beds, shrubs, woody ornamental, and ground covers shall be fertilized two (2) times per year (Spring & Fall) to maintain good appearance and color. The method of application of fertilizer shall be the responsibility of Company.

All ornamentals will be fertilized utilizing a product with a balanced analysis and good minor nutrient content. Nitrogen source should consist of a minimum of 50% slow-release product.

vii. Insect and Disease control

Plants will be treated chemically as required to effectively control insect infestation and disease as environmental, horticultural, and weather conditions permit.

viii. Weed Control

Open ground between plants, driveways and walkways shall be maintained monthly in a condition of acceptable weed density by manual or chemical means, as environmental, horticultural, and weather conditions permit.

All mulch and hardscaped areas or plant beds shall be maintained in a condition of acceptable weed density.

III. IRRIGATION

Company shall be responsible for the operation of the irrigation systems within the designated areas. The irrigation systems shall be operated to provide watering frequencies sufficient to replace soil moisture below the root zone of all planted areas, including lawns, and considering the amount of rainfall that has occurred. Company is not responsible and cannot control any City or County Watering Guidelines. Any plant or turf area damage caused by the lack of water due to these "watering guidelines" will not be Company's responsibility.

Company will fully inspect and operate all the irrigation zones once monthly. Any additional inspections requested are charged out at the hourly irrigation rate of \$85/per hour ("Irrigation Hourly Rate").

Irrigation components damaged by other than Company due to construction, vandalism, or other causes shall be reported to the Customer. Company, if authorized by the Customer, shall repair the damage at the Irrigation Hourly Rate plus Materials.

Company is approved to make repairs up to \$500 per Monthly Inspection or work order without the approval of the Customer. Irrigation Hourly Rate applies during business hours of 7am to 5pm, Monday to Friday and after hour rates will apply for all other times. Off-hours work will be charged at \$95 per hour.

IV. MULCHING

Mulch is provided as an additional service. Company will provide this service for mulching upon Customer request at an additional cost.

All beds or otherwise bare ground areas and tree rings should be maintained with a layer of mulch sufficient to cover the bare ground and prevent weeds.

V. ANNUAL FLOWERS MAINTENANCE PROGRAM

Annual Flowers are provided as an additional service. Company will provide this service for Annual Flowers upon Customer request at an additional cost.

Company will not be held responsible for any acts of God (i.e., wind damage, freeze damage). The practice of covering plant material during a freeze to prevent damage is an extra charge to this contract and does not guarantee plant survival.

VI. ADDITIONAL SERVICES

Company is a full-service Landscape Company. We offer solutions to all horticultural-related needs such as Landscape Lighting, and many other landscape improvements. We offer Free Estimates & Designs.

Company shall provide services over and above the contract specifications with written authorization from the Customer. Rates for labor shall be provided upon request.

VII. REQUIRED ADDENDUMS / LANDSCAPE ALTERATIONS

Company shall not be responsible for the following additional service requests unless specifically agreed to in writing in an Addendum to this Agreement:

- i. **Damage** caused to decorative concrete curbing.
- ii. **Damage** caused to stucco on homes and/or fences if a maintenance strip is not installed.
- iii. **Maintenance** of additional landscape installed by the homeowner and potted plants.
- iv. **Maintenance** of backyards if a privacy fence is installed, which requires smaller push mowers and string trimming to entire perimeter fence.
- v. **After hours Service** as requested subject to agreed rates.
- vi. **Invasive Species** of grass or insects, invasive species including, but not limited to Torpedo grass, require significant remediation that are not covered in this scope of services but can be addressed as an additional service.

Scope Calendar

TURF	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	total
Mow	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	42
String Trim	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	42
Hard Edge	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	42
Soft Edge	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	21
Backpack Blowing	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	42
Fertilization	✓		✓		✓					✓			4
Post-emergent Weed Control	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	as needed
Disease Control	✓		✓		✓		✓		✓		✓		6
Insect Control	✓		✓		✓		✓		✓		✓		6
PLANT BEDS	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	total
Weed Control	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	12
Post-emergent Weed Control	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	as needed
Fertilization				✓						✓			2
Prune	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	12
Disease Control	✓		✓		✓		✓		✓		✓		6
Insect Control	✓		✓		✓		✓		✓		✓		6
TREES	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	total
Weed Control Tree Rings	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	12
Pruning up to 12' hgt.		✓			✓			✓			✓		4
IRRIGATION	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	total
Monthly Wet Check	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	12
MISCELLANEOUS	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	total
Debris/ Litter Removal	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	42

The scope above is representative of services, there may be times where weather conditions impact the planned service schedule. Additionally, fertilization and other chemical applications may vary based on local conditions. Standard Irrigation rates apply during business hours of 7am to 5pm, Monday to Friday. Off-hour's work requires a 50% premium to the rate.



**Down To
EARTH**
LANDSCAPE & IRRIGATION

Thank You!

We look forward to working with your community.

Down To Earth

6501 Orient Rd,

Tampa, FL 33610

(321) 263-2700

dtelandscape.com

Visit our website @ dtelandscape.com