



Rizzetta & Company

# **Alta Lakes Community Development District**

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## **Board of Supervisors' Meeting September 28, 2022**

**District Office:  
2806 N. Fifth Street  
Unit 403  
St. Augustine, FL 32084**

# ALTA LAKES COMMUNITY DEVELOPMENT DISTRICT

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**District Office · St. Augustine, Florida · (904) 436-6270**

**Mailing Address – 3434 Colwell Avenue, Suite 200, Tampa, Florida 33614**

**altalakescdd.org**

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<b>Board of Supervisors</b>	Courtney Brackin W. Parker Pearman Cassidy Hardison Kisha Mayo-Lewis Sylvester Wilkins	Chariman Vice Chairman Assistant Secretary Assistant Secretary Assistant Secretary
<b>District Manager</b>	Carol Brown Lesley Gallagher	Rizzetta & Company, Inc.
<b>District Counsel</b>	Katie Buchanan	Kutak Rock LLP
<b>District Engineer</b>	Vincent Dunn	Dunn & Associates, Inc.

**All cellular phones must be placed on mute while in the meeting room.**

The Audience Comment portion of the agenda is where individuals may make comments on matters that concern the District. Individuals are limited to a total of three (3) minutes to make comments during this time.

Pursuant to provisions of the Americans with Disabilities Act, any person requiring special accommodations to participate in this meeting/hearing/workshop is asked to advise the District Office at least forty-eight (48) hours before the meeting/hearing/workshop by contacting the District Manager at (904) 436-6270. If you are hearing or speech impaired, please contact the Florida Relay Service by dialing 7-1-1, or 1-800-955-8771 (TTY) 1-800-955-8770 (Voice), who can aid you in contacting the District Office.

A person who decides to appeal any decision made at the meeting/hearing/workshop with respect to any matter considered at the meeting/hearing/workshop is advised that person will need a record of the proceedings and that accordingly, the person may need to ensure that a verbatim record of the proceedings is made including the testimony and evidence upon which the appeal is to be based.

# ALTA LAKES COMMUNITY DEVELOPMENT DISTRICT

**District Office • St. Augustine, Florida • (904) 436-6270**

**Mailing Address – 3434 Colwell Avenue, Suite 200, Tampa, Florida 33614**

**altalakescdd.org**

**September 21, 2022**

Board of Supervisors  
Alta Lakes Community  
Development District

## **AGENDA**

Dear Board Members:

The **regular meeting** of the Board of Supervisors of the Alta Lakes Community Development District will be held on Wednesday, September 28, 2022 at 10:00 A.M. at the Alta Lakes Amenity Center located at 3108 Alta Lakes Blvd., Jacksonville, FL 32226.

### **BOARD OF SUPERVISORS MEETING:**

#### **1. CALL TO ORDER/ROLL CALL**

#### **2. AUDIENCE COMMENTS ON AGENDA ITEMS**

#### **3. BUSINESS ADMINISTRATION**

- A. Consideration of Minutes of Meeting of the Board of Supervisors' Regular Meeting held July 27, 2022.....Tab 1
- B. Ratification of Operations & Maintenance Expenditures for June 2022 & July 2022.....Tab 2

#### **4. STAFF REPORTS**

- A. District Counsel
- B. District Engineer
  - 1.) Update on Alta Lakes Drive Construction.....Tab 3
- C. Landscape Manager.....Tab 3
  - 1.) BrightView Quality Site Assessment, dated August 28, 2022
  - 2.) BrightView Memorandum, dated September 19, 2022
- D. Amenity Manager
- E. District Manager.....Tab 4
  - 1.) Solitude Lake Management Service History Report, dated August 30, 2022

#### **5. BUSINESS ITEMS**

- A. Ratification of Acceptance of the Third Addendum to Professional District Services Agreement.....Tab 5
- B. Consideration of Amendment to FC CMS Agreement.....Tab 6
- C. Consideration of Amendment to BrightView Agreement.....Tab 7
- D. Consideration of Landscape Proposal(s).....Tab 8
- E. Consideration of Amendment to Innovation Fountain Services Agreement.....Tab 9
- F. Discussion of Aquatic Maintenance Services and Review of Proposal(s).....Tab 10
- G. Consideration of Pool Repair Proposal(s).....Tab 11

H. Consideration of Mail Kiosk Lighting Proposal(s).....	Tab 12
I. Consideration of Acceptance of Reserve Study, dated July 29, 2022.....	Tab 13
J. Ratification of Fiscal Year 22-23 District Insurance Policy.....	Tab 14
K. Consideration of Resolution 2022-07, Designating Date, Time & Location of FY 22-23 Meetings.....	Tab 15
<b>6. Supervisor Requests and Audience Comments</b>	
<b>7. Adjournment</b>	

We look forward to seeing you at the meeting. In the meantime, if you have any questions, please do not hesitate to call us at 904-436-6270.

Yours kindly,

*Carol L. Brown*

District Manager



## **Tab 1**

## MINUTES OF MEETING

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

ALTA LAKES  
COMMUNITY DEVELOPMENT DISTRICT

The **regular** meeting of the Board of Supervisors' of the Alta Lakes Community Development District was held on **Wednesday, July 27, 2022 at 6:00 PM.** at the Alta Lakes Amenity Center located at 3108 Alta Lakes Blvd., Jacksonville, FL 32226.

Courtney Brackin  
W. Parker Pearman  
Cassidy Hardison

**Board Supervisor, Chairman**  
**Board Supervisor, Vice Chairman**  
**Board Supervisor, Assistant Secretary**

Also present were:

Carol Brown

**District Manager, Rizzetta & Co., Inc.**

Lesley Gallagher

**District Manager, Rizzetta & Co., Inc.**

Michelle Rigoni

**District Counsel, Kutak Rock LLP**

Vincent Dunn

**District Engineer, Dunn & Associates, Inc.**

Chris Ernst

**Account Manager, BrightView Landscape**

Tony Shiver

**Amenity Manager & President, First Coast CMS**

Present via speaker phone:

Kisha Mayo-Lewis

**Board Supervisor, Assistant Secretary**

Audience members present

**FIRST ORDER OF BUSINESS****Call to Order**

Ms. Brackin called the meeting to order at 6:01 PM.

**SECOND ORDER OF BUSINESS****Audience Comments on  
Agenda Items**

No audience members provided comments.

**THIRD ORDER OF BUSINESS****Consideration of Minutes of  
Meeting of the Board of  
Supervisors' Regular Meeting  
held April 27, 2022**

On a motion by Ms. Brackin, seconded by Ms. Hardison, with all unanimously in favor, the Board approved the Minutes of Meeting of the Board of Supervisors' Regular Meeting held April 27, 2022 for Alta Lakes Community Development District.

**FOURTH ORDER OF BUSINESS****Consideration of Minutes of  
Meeting of the Audit  
Committee held on  
April 27, 2022**

On a motion by Ms. Brackin, seconded by Mr. Pearman, with all unanimously in favor, the Board approved the Minutes of Meeting of the Audit Committee held on April 27, 2022, for Alta Lakes Community Development District.

**FIFTH ORDER OF BUSINESS****Ratification of Operations &  
Maintenance Expenditures for  
March 2022, April 2022 & May  
2022**

On a motion by Ms. Brackin, seconded by Ms. Hardison, with all unanimously in favor, the Board ratified the of Operations & Maintenance Expenditures for March 2022, in the amount of \$28,741.00, April 2022, in the amount of \$32,479.35, and May 2022, in the amount of \$33,326.19, for Alta Lakes Community Development District.

**SIXTH ORDER OF BUSINESS****Staff Report****A. District Counsel**

Present with no report.

**B. District Engineer****1.) Ratification of Acceptance for Stormwater Needs Analysis  
Report, dated June 3, 2022**

Mr. Dunn was presented the Stormwater Needs Analysis report and answered Board questions. Ms. Brown informed the Board that this report has been submitted and accepted by the county prior to the June 30, 2022 deadline. Discussion ensued.

Mr. Dunn also provided an update on the construction project on Alta Lakes Drive and the importance for staff to continue to monitor to ensure ponds and structures are free of construction debris. He stated that JTA is overseeing the project. JTA rebutted the District's agreement and reverted to a previous agreement with developer. Mr. Dunn stated that he is in frequent communication with contractor. He said the biggest concern is pond stabilization and proper grading. Discussion ensued.

On a motion by Mr. Pearman, seconded by Ms. Hardison, with all unanimously in favor, the Board ratified the acceptance of the Stormwater Needs Analysis Report, dated June 3, 2022, as presented, for Alta Lakes Community Development District.

At 6:20 PM the Board excused Mr. Dunn from the meeting.

### C. Landscape Manager

#### 1.) Landscape Manager's Reports, dated July 2022

Mr. Ernst provided a brief update and review of his report found under Tab 4. He updated the Board that the back berm is hard to access when grounds are wet and hard to get equipment back there. He also informed the Board of a possible fungus in the multi-purpose field and is monitoring.

#### 2.) Ratification of BrightView Hurricane Response Proposal

On a motion by Ms. Hardison, seconded by Ms. Brackin, with all unanimously in favor, the Board ratified the approved BrightView Hurricane Response Proposal, for Alta Lakes Community Development District.

#### 3.) Consideration of BrightView Proposal(s)

##### A. Work based on Inspection Sheet Provided by District Engineer

On a motion by Ms. Brackin, seconded by Ms. Hardison, with all unanimously in favor, the Board approved the BrightView Work based on Inspection Sheet Provided by District Engineer Proposal, in the amount of \$9,293.81, for Alta Lakes Community Development District.

##### B. Turf Plant Beds along Alta Lakes Blvd.

Tabled by Board.

##### C. Alta Lakes Blvd. Landscape Enhancement Along Main Road

Tabled by Board.

At 6:40 PM the Board excused Mr. Ernst from the meeting.

### D. Amenity Manager

#### 1.) Amenity Manager's Report, dated July 2022

Mr. Shiver reviewed his report. He informed the Board that Soccer Shots has raised their Patron fees from \$40 to \$55 per player. He also noted that the vendor will be submitting the 10% revenue sharing of the seasonal fee of \$228 to the District. Ms. Hardison inquired on how the vendor is marketing the program and Ms. Mayo-Lewis asked if program can be residents only.

Ms. Rigoni informed Board that as a Public Facility, the District cannot limit programs to only residents. Discussion ensued.

Board moved to Agenda Item 5D

## SEVENTH ORDER OF BUSINESS

### Consideration of Pest Control Proposal(s)

On a motion by Ms. Hardison, seconded by Ms. Brackin, with all unanimously in favor, the Board approved the Massey Commercial Services proposal, in the annual amount of \$813.00, for Alta Lakes Community Development District.

Board returned to Agenda Item 4D.

Board directed Staff to review rule signage throughout District.

Mr. Shiver informed the Board of a fecal event in the pool. He reviewed how his staff are trained in this response to this incident and also reviewed the CDC protocol. Discussion ensued.

Mr. Shiver also updated the Board about the loss of power at the entrance and is working with the contractor in the repair. He also stated he was holding on the installation of the new fountain motor until power is restored.

#### 2.) Ratification of Approval for Weekend Staffing

Mr. Shiver informed the Board that the Chairperson requested additional weekend staffing, however, he was not able to find staff to fulfill this request.

Tabled by Board.

#### 3.) Solitude Lake Management Service Report, dated July 18, 2022

Report found under Tab 6.

Board directed Staff to include pond map in future agendas.

## E. District Manager

Ms. Brown reviewed the District Management report. (Exhibit A)

#### 1.) Presentation of the Voter Registration Count

Ms. Brown presented the Voter Registration Count and informed the Board that as of April 12, 2022 there were 692 registered voters living in Alta Lakes Community Development District.

**EIGHTH ORDER OF BUSINESS****Ratification of the Financial  
Audit for September 30, 2021**

Ms. Brown presented the September 30, 2021 Financial Audit and noted it was a clean audit.

On a motion by Mr. Pearman, seconded by Ms. Hardison, with all unanimously in favor, the Board ratified the acceptance of the Financial Audit for September 30, 2021, for Alta Lakes Community Development District.

**NINTH ORDER OF BUSINESS****Acceptance of the AMTEC  
Rebate Report, dated April 30,  
2022**

On a motion by Ms. Brackin, seconded by Ms. Hardison, with all unanimously in favor, the Board approved the Acceptance of the AMTEC Rebate Report, dated April 30, 2022, for Alta Lakes Community Development District.

**TENTH ORDER OF BUSINESS****Consideration of the 1<sup>st</sup> Coast  
Trimlight Back Entrance  
Proposal**

Mr. Shiver updated the Board that the cost to install the back entrance lights exceeded the previously approved not to exceed amount of \$1,000. He presented the Board with a proposal with two different options, found under Tab 10.

On a motion by Ms. Brackin, seconded by Ms. Hardison, with all unanimously in favor, the Board approved the 1<sup>st</sup> Coast Trimlight proposal, with 12 inch spacing, in the amount of \$1,932.00, for Alta Lakes Community Development District.

**ELEVENTH ORDER OF BUSINESS****Public Hearing on Fiscal Year  
2022-2023 Final Budget**

Ms. Rigoni provided an explanation to the Board and audience of the Public Hearing process for Fiscal Year 2022-2023 Final Budget.

On a motion by Ms. Brackin, seconded by Ms. Hardison, with all unanimously in favor, the Board opened the Public Hearing on Fiscal Year 2022-2023 Final Budget, for Alta Lakes Community Development District.

Ms. Brown provided a review of the updates since the budget was proposed in April and the Board took publics comments on contracts, reserve study and power washing.

On a motion by Ms. Brackin, seconded by Mr. Pearman, with all unanimously in favor, the Board closed the Public Hearing on Fiscal Year 2022-2023 Final Budget, for Alta Lakes Community Development District.

**1.) Consideration of Resolution 2022-05, Approving Fiscal Year  
2022-2023 Final Budget**

On a motion by Ms. Brackin, seconded by Ms. Hardison, with all unanimously in favor, the Board adopted Resolution 2022-05, Approving Fiscal Year 2022-2023 Final Budget, for Alta Lakes Community Development District.

**TWELFTH ORDER OF BUSINESS**

**Public Hearing on Special  
Assessments**

Ms. Rigoni provided an explanation to the Board and audience of the Public Hearing on Special Assessments.

On a motion by Ms. Brackin, seconded by Mr. Pearman, with all unanimously in favor, the Board opened the Public Hearing on Special Assessments, for Alta Lakes Community Development District.

No audience members provided public comment.

On a motion by Ms. Brackin, seconded by Ms. Hardison, with all unanimously in favor, the Board closed the Public Hearing Special Assessments, for Alta Lakes Community Development District.

**1.) Consideration of Resolution 2022-06, Imposing Special  
Assessments**

On a motion by Ms. Brackin, seconded by Ms. Hardison, with all unanimously in favor, the Board adopted Resolution 2022-06, Imposing Special Assessments, for Alta Lakes Community Development District.

**THIRTEENTH ORDER OF BUSINESS**

**Supervisor Requests and  
Audience Comments**

No supervisor or audience member comments provided.

**FOURTEENTH ORDER OF BUSINESS**

**Adjournment**

On a motion by Ms. Brackin, seconded by Mr. Pearman, with all unanimously in favor, the Board adjourned the meeting at 7:58 PM for Alta Lakes Community Development District.

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Secretary / Assistant Secretary

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Chairman / Vice Chairman

DRAFT



# **Exhibit A**



Rizzetta & Company

## UPCOMING DATES TO REMEMBER

- **Next Meeting:** September 28, 2022 at 10:00 AM
- **FY 2020-2021 Audit Completion Deadline:** June 30, 2022
- **Next Election (Seats 1, 2 & 3):** Landowner Election Date to held on November 7, 2022 at 6 PM in the Alta Lakes Amenity Center.  
(Seats currently held by Kisha Mayo-Lewis, W. Parker Pearman & Courtney Brackin)
- **Series 2019 Bond Maturity Date:** May 1, 2049

## District Manager's Report

July 27

# 2022

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### FINANCIAL SUMMARY

06/30/22

**General Fund Cash & Investment Balance:**

**\$392,319\***

**Reserve Fund Cash & Investment Balance:**

**\$\*\***

**Total Fund Balance YTD Actual:**

**\$392,319**

**Total Expenditure YTD Variance:**

**\$72,244  
Under Budget**

**\*\*Reserve Fund Cash:** No account has been established

**\*\*\*Line Items with Significant YTD Variance Over Budget:**

District Engineer (\$6,057); Fountain Service Repairs & Maintenance (\$5,808);  
and Misc. Contingency (\$4,874)



**Updates:**

Conducted an on-site inspection on Friday, July 8, 2022.

FY 22/23 Budget Assessment Mailed and Published Notices Completed.

Second Quarter Website ADA Audit Passed Inspection

BrightView was notified regarding maintenance concerns along white fence and fence damage near multi-purpose field.

Post April meeting District requested Alpha Dog to reduce monthly monitoring fees until speaker is installed. Have received no response. Hi-Tech Systems Associates, Inc. has purchased Alpha Dog. Currently establishing a relationship with the vendor. Final payment has not been made for security camera upgrades. Reviewing recent Hi-Tech invoice and Alpha Dog agreement to understand recent invoice.

**Currently in Progress:**

Working with District Engineer, Counsel and Amenity Manager regarding the Alta Lakes dewatering and pond bank erosion and stabilization.

Working with EGIS Insurance Advisors and reviewing District coverage for upcoming renewal.

Soccer Shots agreement in final stages.

On-site staff is working with Community Advisors in coordinating a site visit.

On-site staff in process of obtaining District Engineer Report identified items, pool repair and mailbox lighting proposals for the September meeting.

Greenway Lawn and Landscape are working with the District Engineer and reviewing and understanding the scope of work for the volleyball court repairs. The District has received the payment from DR Horton, in the amount of \$9,200, for the volleyball court repairs. Waiting for final approval from District Engineer to pay the vendor.

Preparations for the November 7<sup>th</sup> Landowner Election are underway.

## **Tab 2**

# ALTA LAKES COMMUNITY DEVELOPMENT DISTRICT

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DISTRICT OFFICE · 3434 COLWELL AVENUE, SUITE 200 · TAMPA, FL 33614

## **Operations and Maintenance Expenditures June 2022 For Board Approval**

Attached please find the check register listing the Operation and Maintenance expenditures paid from June 1, 2022 through June 30, 2022. This does not include expenditures previously approved by the Board.

The total items being presented:

Approval of Expenditures: **\$39,833.35**

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\_\_\_\_\_Chairperson

\_\_\_\_\_Vice Chairperson

\_\_\_\_\_Assistant Secretary

# ALTA LAKES COMMUNITY DEVELOPMENT DISTRICT

## Paid Operation and Maintenance Expenditures

June 1, 2022 Through June 30, 2022

Vendor Name	Check Number	Invoice Number	Transaction Description	Check Amount
Always Improving, LLC dba Fitness Pro	1602	27550	Preventative Maintenance 05/22	\$ 185.00
AMTEC Corp	1608	1652897	Arbitrage Rebate Calculation Series 2019 06/22	\$ 450.00
Berger Toombs Elam Gaines & Frank	1604	358925	Financial Statement for FYE September 30, 2021	\$ 3,465.00
BrightView Landscape Services, Inc	1609	7923210	Landscape Maintenance 06/22	\$ 7,573.50
Comcast	2022060722-1	8495-74-120-3378488 05/22	Monthly Cable & Internet 05/22	\$ 308.12
Doody Daddy	1610	2206	Pet Station Maintenance 06/22	\$ 361.00
Dunn & Associates, Inc.	1605	22-419	Engineering General Services 06/22	\$ 3,500.00
First Coast Contract Maintenance Service, LLC	1611	6757	Amenity Services 07/22	\$ 2,261.00
First Coast Contract Maintenance Service, LLC	1601	6788	Purchase Reimbursements 05/22	\$ 1,966.42
First Coast Contract Maintenance Service, LLC	1611	6826	Purchase Reimbursements 06/22	\$ 736.91
Greenway Lawn and Landscape	1606	5592	Remove and Reinstall Goal Post 04/22	\$ 7,500.00
JEA	2022062322-1	9415158183 4/28/22 - 05/26/22	Account #9415158183 04/28/22 - 05/26/22	\$ 4,331.28

# ALTA LAKES COMMUNITY DEVELOPMENT DISTRICT

Paid Operation and Maintenance Expenditures

June 1, 2022 Through June 30, 2022

<u>Vendor Name</u>	<u>Check Number</u>	<u>Invoice Number</u>	<u>Transaction Description</u>	<u>Check Amount</u>
Kutak Rock, LLP	1603	3054527	General Legal Fees 04/22	\$ 1,145.00
Republic Services #687	2022062322-2	0687-001229014	Monthly Trash Removal 06/22	\$ 206.28
Rizzetta & Company, Inc.	1607	INV0000068685	District Management Fees 06/22	\$ 4,144.84
Solitude Lake Management LLC	1612	PI-A00826512	Lake & Pond Management Services 06/22	<u>\$ 1,699.00</u>
<b>Report Total</b>				<u><b>\$ 39,833.35</b></u>

# ALTA LAKES COMMUNITY DEVELOPMENT DISTRICT

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DISTRICT OFFICE · 3434 COLWELL AVENUE, SUITE 200 · TAMPA, FL 33614

## **Operations and Maintenance Expenditures July 2022 For Board Approval**

Attached please find the check register listing the Operation and Maintenance expenditures paid from July 1, 2022 through July 31, 2022. This does not include expenditures previously approved by the Board.

The total items being presented:

Approval of Expenditures: **\$26,606.96**

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\_\_\_\_\_Chairperson

\_\_\_\_\_Vice Chairperson

\_\_\_\_\_Assistant Secretary



# ALTA LAKES COMMUNITY DEVELOPMENT DISTRICT

## Paid Operation and Maintenance Expenditures

July 1, 2022 Through July 31, 2022

Vendor Name	Check Number	Invoice Number	Transaction Description	Check Amount
BrightView Landscape Services, Inc	001621	7975511	Landscape Maintenance 07/22	\$ 7,573.50
Comcast	2022072522-1	8495-74-120-3378488 06/22	Monthly Cable & Internet 06/22	\$ 307.06
Daily Record & Observer LLC, dba Jacksonville Daily	001613	22-04101D	Legal Advertising 06/22	\$ 826.18
Doody Daddy	001623	2207	Pet Station Maintenance 07/22	\$ 361.00
Dunn & Associates, Inc.	001618	22-477	Engineering General Services 07/22	\$ 770.00
First Coast Contract Maintenance Service, LLC	001615	6886	Purchase Reimbursements 06/22	\$ 1,113.58
First Coast Trimlight, LLC	001619	1367	Trimlight Installation 06/22	\$ 3,326.00
Hi-Tech System Associates	001624	365139	Security System 06/22	\$ 80.00
Hi-Tech System Associates	001624	366823	Security System 07/22	\$ 80.00
Innersync Studio, Ltd dba. Campus Suite	001622	20492	Website Service ADA Compliance 07/22	\$ 384.38
Innovative Fountain Services	001620	2023036	Monthly Fountain Maintenance 06/22	\$ 332.83
JEA	2022072522-2	9415158183 06/22	Account #9415158183 06/22	\$ 4,370.81

# ALTA LAKES COMMUNITY DEVELOPMENT DISTRICT

Paid Operation and Maintenance Expenditures

July 1, 2022 Through July 31, 2022

<u>Vendor Name</u>	<u>Check Number</u>	<u>Invoice Number</u>	<u>Transaction Description</u>	<u>Check Amount</u>
Kutak Rock, LLP	001616	3068610	General Legal Fees 05/22	\$ 414.50
Republic Services #687	2022072522-3	0687-001236381	Monthly Trash Removal 07/22	\$ 214.64
Rizzetta & Company, Inc.	001617	INV0000069320	District Management Fees 07/22	\$ 4,144.84
Rizzetta & Company, Inc.	001614	INV0000069576	Mass Mail - 06/22	\$ 608.64
Solitude Lake Management LLC	001625	PI-A00849168	Lake & Pond Management Services 07/22	<u>\$ 1,699.00</u>
<b>Report Total</b>				<u><b>\$ 26,606.96</b></u>

## **Tab 3**

# Quality Site Assessment

Prepared for: Alta Lakes CDD

## General Information

DATE: Sunday, Aug 28, 2022

NEXT QSA DATE: Friday, Aug 18, 2023

CLIENT ATTENDEES:

BRIGHTVIEW ATTENDEES: Christopher Ernst

## Customer Focus Areas

### Quality you can count on.

7

Seven  
Standards of  
Excellence

1



Site Cleanliness

2



Weed Free

3



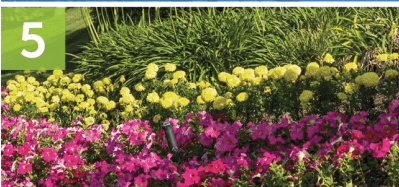
Green Turf

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Crisp Edges

5



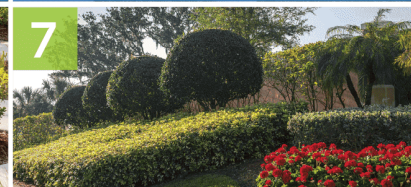
Spectacular Flowers

6



Uniformly Mulched Beds

7



Neatly Pruned Trees & Shrubs



# QUALITY SITE ASSESSMENT

## Alta Lakes CDD

### Maintenance Items



**1** Some of the ornamental grasses around the amenity center have mealy bugs on them. We have gotten these treated.

**2** There are some weeds in the turf around the amenity center that need to be treated.

**3** There are weeds in the volleyball court that we need to get removed

# QUALITY SITE ASSESSMENT

## Alta Lakes CDD

### Recommendations for Property Enhancements



**1** The roses are not doing good here. We recommend removing these and replace with something that will do better in these elements

**2** The palms at the front have dead fronds and need to be trimmed. I will send a proposal to get these trimmed



# QUALITY SITE ASSESSMENT

## Alta Lakes CDD

### Notes to Owner / Client



**1** With all the recent rains that we have had the big field has some water pooling up in it. We haven't been able to mow it but are hoping it will drain for our next site visit

**2** Another photo of some erosion on the first pond

**3** After the recent rains we have had there is some erosion on the first pond





11530 Davis Creek Court - Jacksonville, Florida 32256  
(904) 292-0716 / Fax: (904) 292-1014

## **MEMORANDUM**

DATE: September 19, 2022  
TO: Alta Lakes  
ATTN: Board of Directors  
FROM: Chris Ernst  
RE: Landscape Report

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### **Grounds Maintenance**

Weekly grounds maintenance

Weekly mowing

Apply herbicide to pavers and sidewalk cracks.

Apply herbicide to landscape beds

Trimming entrances and amenity center

Hand weeding landscape beds

Have had issues with mowing due to the amount of rain



## **Irrigation**

Inspections are up to date

## **Agronomics**

The turf was treated September 8<sup>th</sup>. The scope of work included an insecticide, fungicide, and fertilizer application. They did a blanket broadleaf/grassy weed treatment. This also included a chinch bug treatment.

## **Enhancements**

No new news to report

## **Arbor Care**

No new news to report

## **Tab 4**

## Service Report



### Work Order

Work Order Number

00022375

Created Date 8/30/2022

### Account

Alta Lakes CDD

### Contact

Lesley Gallagher

### Address

Yellow Perch Road  
Jacksonville, FL 32226

## Work Details

Customer  
Comments

Ponds were inspected and treated accordingly  
for shoreline weeds.

Assigned  
Resource

EDUARDO J. MORALES

## Work Order Assets

Asset	Status	Product Work Type	Customer Comments
Alta Lakes Cdd-Lake-ALL	Treated		Shoreline weeds were treated in ponds 1, 5, 10, 17 and 18

## Service Parameters

Asset	Product Work Type	Customer Comments
Alta Lakes Cdd-Lake-ALL	GRASS CARP, TRIPLOID	
Alta Lakes Cdd-Lake-ALL	ALGAE CONTROL	
Alta Lakes Cdd-Lake-ALL	LAKE WEED CONTROL	
Alta Lakes Cdd-Lake-ALL	MONITORING	
Alta Lakes Cdd-Lake-ALL	SHORELINE WEED CONTROL	
Alta Lakes Cdd-Lake-ALL	TRASH / DEBRIS COLLECTION (IN HOUSE)	



## Service History Report

September 20, 2022  
50097

### Alta Lakes CDD

Date Range: 05/01/22..08/30/22

Toll Free: (888) 480-5253  
Fax: (888) 358-0088  
www.solitudelakemanagement.com

<b>Service Date</b>		<b>5/20/2022</b>	<b>7107</b>
<b>No.</b>		PI-A00815621	
<b>Order No.</b>		SMOR-593638	
<b>Contract No.</b>		SVR51511	
<b>Technician Name and State License #s</b>			
Eduardo J. Morales (FL-CM25494)			
<hr/>			
Service Item #	Description	Lake No.	Lake Name
<b>7107-LAKE-ALL</b>	<b>Alta Lakes Cdd-Lake-ALL</b>	13	
Technician's Comments:	Ponds 1, 3, 4, 5, 6, 10 and 18 were addressed.		
General Comments:	Inspected Lake		
Inspected for algae			
Inspected for Aquatic Weeds			

<b>Service Date</b>		<b>5/27/2022</b>		<b>7107</b>	
<b>No.</b>		PI-A00818790			
<b>Order No.</b>		SMOR-601137			
<b>Contract No.</b>		SVR51511			
<b>Technician Name and State License #s</b>					
Eduardo J. Morales (FL-CM25494)					
<hr/>					
Service Item #	Description	Lake No.	Lake Name		
<b>7107-LAKE-ALL</b>	<b>Alta Lakes Cdd-Lake-ALL</b>	13			
Technician's Comments:	Ponds were inspected and addressed accordingly. Debris removed from ponds 1, 8and 14. Shoreline and exposed submerged weeds treated in pond 1 and 18 before rain.				
General Comments:	Inspected Lake				
Inspected for algae					
Inspected for Aquatic Weeds					

<b>Service Date</b>	<b>6/1/2022</b>	<b>7107</b>	
<b>No.</b>	PI-A00829505		
<b>Order No.</b>	SMOR-602160		
<b>Contract No.</b>	SVR51511		
<b>Technician Name and State License #s</b>			
Eduardo J. Morales (FL-CM25494)			
Service Item #	Description	Lake No.	Lake Name
<b>7107-LAKE-ALL</b>	<b>Alta Lakes Cdd-Lake-ALL</b>	13	
Technician's Comments:	Ponds 2, 3, 4 and 8 were inspected. Algae, shoreline and submerged weeds.		
General Comments:	Inspected Lake		
Inspected for algae			

Inspected for Aquatic Weeds

=====

<b>Service Date</b>	<b>6/14/2022</b>	<b>7107</b>
<b>No.</b>	PI-A00832819	
<b>Order No.</b>	SMOR-609636	
<b>Contract No.</b>	SVR51511	
<b>Technician Name and State License #s</b>		
Eduardo J. Morales (FL-CM25494)		

---

Service Item #	Description	Lake No.	Lake Name
<b>7107-LAKE-ALL</b>	<b>Alta Lakes Cdd-Lake-ALL</b>	13	

Technician's Comments: Ponds 1, 5, 6, 7, 15 and 17 were treated.

General Comments: Inspected Lake

Inspected for algae

Inspected for Aquatic Weeds

=====

<b>Service Date</b>	<b>6/24/2022</b>	<b>7107</b>
<b>No.</b>	PI-A00837684	
<b>Order No.</b>	SMOR-612305	
<b>Contract No.</b>	SVR51511	
<b>Technician Name and State License #s</b>		
Eduardo J. Morales (FL-CM25494)		

---

Service Item #	Description	Lake No.	Lake Name
<b>7107-LAKE-ALL</b>	<b>Alta Lakes Cdd-Lake-ALL</b>	13	

Technician's Comments: Ponds 1 thru 15 inspected and treated as needed. Homeowners met on site.

General Comments: Inspected Lake

Inspected for algae

Inspected for Aquatic Weeds

=====

<b>Service Date</b>	<b>7/19/2022</b>	<b>7107</b>
<b>No.</b>	PI-A00854604	
<b>Order No.</b>	SMOR-614595	
<b>Contract No.</b>	SVR51511	
<b>Technician Name and State License #s</b>		
Eduardo J. Morales (FL-CM25494)		

---

Service Item #	Description	Lake No.	Lake Name
<b>7107-LAKE-ALL</b>	<b>Alta Lakes Cdd-Lake-ALL</b>	13	

Technician's Comments: Ponds 2, 6, 10, 11, 12 and 13 were inspected and treated accordingly. Ponds were full due to recent precipitation on area.

General Comments: Inspected Lake

Inspected for algae

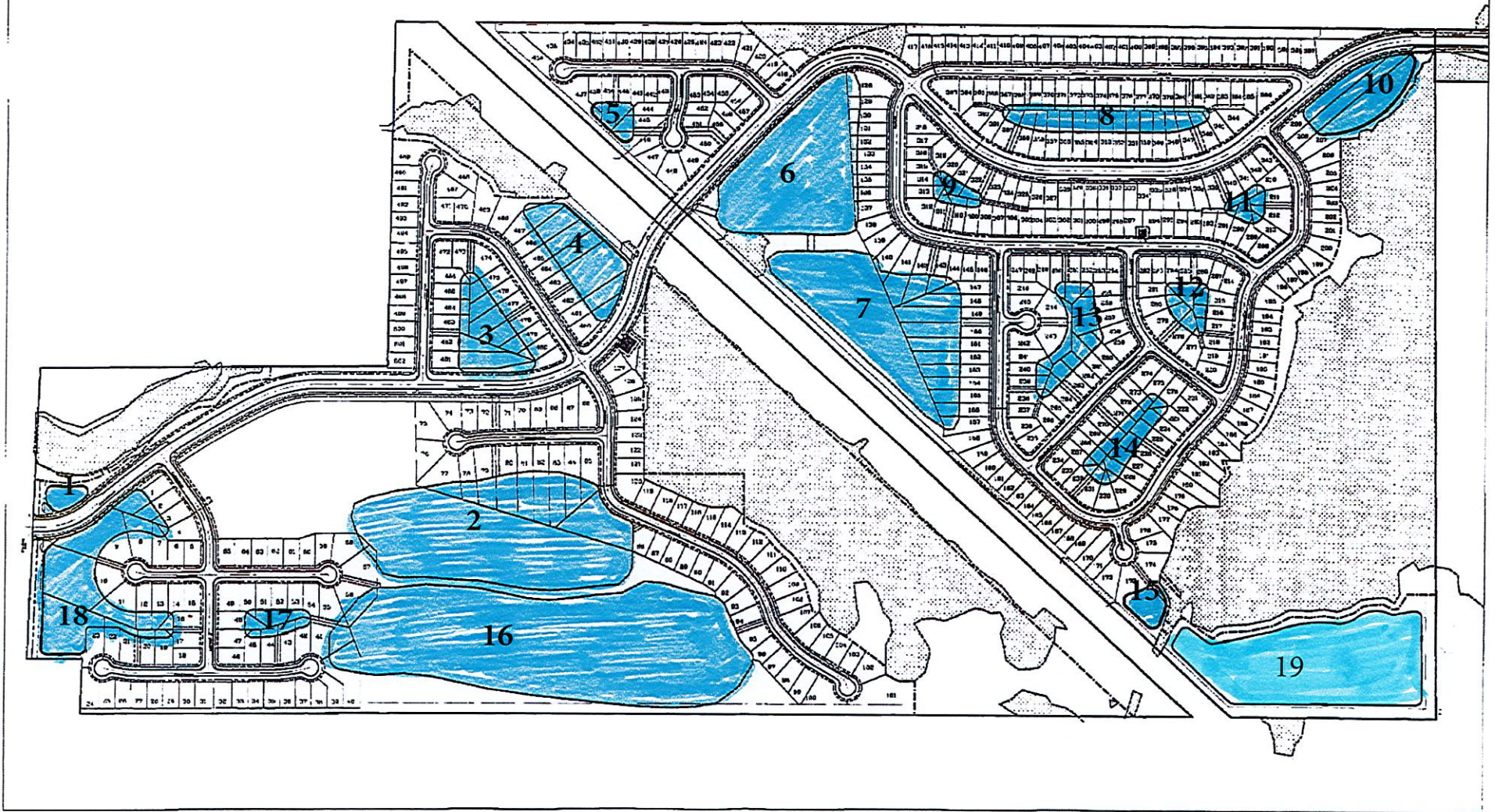
Inspected for Aquatic Weeds

=====

<b>Service Date</b>	<b>8/4/2022</b>	<b>7107</b>
<b>No.</b>	PI-A00869732	
<b>Order No.</b>	SMOR-626209	
<b>Contract No.</b>	SVR51511	
<b>Technician Name and State License #s</b>		

Service Item #	Description	Lake No.	Lake Name
7107-LAKE-ALL	Alta Lakes Cdd-Lake-ALL	13	
Technician's Comments:	Ponds were inspected and treated accordingly. Algae was found and treated in ponds 6, 7 and 13. Shoreline weeds were treated in ponds 1, 6, 7, 9, 13 and 18.		
General Comments:	Inspected Lake		
Inspected for algae			Treated
Inspected for Aquatic Weeds			Treated

# Alta Lakes



Ponds 14-19 to be added March 2021

## **Tab 5**



### THIRD ADDENDUM TO THE CONTRACT FOR PROFESSIONAL DISTRICT SERVICES

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This Third Addendum to the Contract for Professional District Services (this “**Addendum**”), is made and entered into as of the 1<sup>st</sup> day of October, 2022 (the “**Effective Date**”), by and between **Alta Lakes Community Development District**, a local unit of special purpose government established pursuant to Chapter 190, Florida Statutes, located in Duval County, Florida (the “**District**”), and **Rizzetta & Company, Inc.**, a Florida corporation (the “**Consultant**”).

#### RECITALS

**WHEREAS**, the District and the Consultant entered into the Contract for Professional District Services dated July 17, 2018 (the “**Contract**”), incorporated by reference herein; and

**WHEREAS**, the District and the Consultant desire to amend **Exhibit B** - Schedule of Fees of the Fees and Expenses, section of the Contract as further described in this Addendum; and

**WHEREAS**, the District and the Consultant each has the authority to execute this Addendum and to perform its obligations and duties hereunder, and each party has satisfied all conditions precedent to the execution of this Addendum so that this Addendum constitutes a legal and binding obligation of each party hereto.

**NOW, THEREFORE**, based upon good and valuable consideration and the mutual covenants of the parties, the receipt of which and sufficiency of which is hereby acknowledged, the District and the Consultant agree to the changes to amend **Exhibit B** - Schedule of Fees attached.

The amended **Exhibit B** - Schedule of Fees are hereby ratified and confirmed. All other terms and conditions of the Contract remain in full force and effect.

**IN WITNESS WHEREOF** the undersigned have executed this Addendum as of the Effective Date.

*(Remainder of this page is left blank intentionally)*

Therefore, the Consultant and the District each intend to enter this Addendum, understand the terms set forth herein, and hereby agree to those terms.

**ACCEPTED BY:**

**RIZZETTA & COMPANY, INC.**

BY: \_\_\_\_\_  
PRINTED NAME: William J. Rizzetta  
TITLE: President  
DATE: \_\_\_\_\_

**ALTA LAKES COMMUNITY DEVELOPMENT DISTRICT**

BY: \_\_\_\_\_  
PRINTED NAME: \_\_\_\_\_  
TITLE: Chairman/Vice Chairman  
DATE: \_\_\_\_\_

**ATTEST:**

\_\_\_\_\_  
Vice Chairman/Assistant Secretary  
Board of Supervisors

\_\_\_\_\_  
Print Name

**Exhibit B – Schedule of Fees**

**EXHIBIT B**  
Schedule of Fees

<b>STANDARD ON-GOING SERVICES:</b>		
Standard On-Going Services will be billed in advance monthly pursuant to the following schedule:		
	<b>MONTHLY</b>	<b>ANNUALLY</b>
Management:	\$1,830.17	\$21,962
Administrative:	\$409.75	\$4,917
Accounting:	\$1,638.92	\$19,667
Financial & Revenue Collections:	\$327.75	\$3,933
Assessment Roll <sup>(1)</sup>		\$5,463
<b>Total Standard On-Going Services:</b>	<b>\$4,206.58</b>	<b>\$55,942</b>

(1) Assessment Roll is paid in one lump-sum after the roll is completed (October).

<b>ADDITIONAL SERVICES:</b>	<b>FREQUENCY</b>	<b>RATE</b>
Extended and Continued Meetings	Hourly	\$ 175
Additional Meetings (includes meeting prep, attendance and drafting of minutes)	Hourly	\$ 175
Estoppel Requests (billed to requestor):		
One Lot (on tax roll)	Per Occurrence	\$ 100
Two+ Lots (on tax roll)	Per Occurrence	\$ 125
One Lot (direct billed by the District)	Per Occurrence	\$ 100
Two–Five Lots (direct billed by the District)	Per Occurrence	\$ 150
Six-Nine Lots (direct billed by the District)	Per Occurrence	\$ 200
Ten+ Lots (direct billed by the District)	Per Occurrence	\$ 250
Long Term Bond Debt Payoff Requests	Per Occurrence	\$ 100/Lot
Two+ Lots	Per Occurrence	Upon Request
Short Term Bond Debt Payoff Requests &		
Long Term Bond Debt Partial Payoff Requests		
One Lot	Per Occurrence	\$ 125
Two – Five Lots	Per Occurrence	\$ 200
Six – Ten Lots	Per Occurrence	\$ 300
Eleven – Fifteen Lots	Per Occurrence	\$ 400
Sixteen+ Lots	Per Occurrence	\$ 500
Special Assessment Allocation Report	Per Occurrence	Upon Request
True-Up Analysis/Report	Per Occurrence	Upon Request
Re-Financing Analysis	Per Occurrence	Upon Request
Bond Validation Testimony	Per Occurrence	Upon Request
Bond Issue Certifications/Closing Documents	Per Occurrence	Upon Request
Electronic communications/E-blasts	Per Occurrence	Upon Request
Special Information Requests	Hourly	Upon Request
Amendment to District Boundary	Hourly	Upon Request
Grant Applications	Hourly	Upon Request
Escrow Agent	Hourly	Upon Request
Continuing Disclosure/Representative/Agent	Annually	Upon Request
Community Mailings	Per Occurrence	Upon Request
Response to Extensive Public Records Requests	Hourly	Upon Request
Litigation Support Services	Hourly	Upon Request

### **PUBLIC RECORDS REQUESTS FEES:**

Public Records Requests will be billed hourly to the District pursuant to the current hourly rates shown below:

<b>JOB TITLE:</b>	<b>HOURLY RATE:</b>
Senior Manager	\$ 52.00
District Manager	\$ 40.00
Accounting & Finance Staff	\$ 28.00
Administrative Support Staff	\$ 21.00

## **Tab 6**

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

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



Aug 28th, 2022

**Prepared For: Lesley Gallagher  
Rizzetta and Company, INC**

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

## **Proposal:**

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

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

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

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

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

## **Property: Alta Lakes CDD**

### **Scope:**

#### **Janitorial and Custodial \$721 per month**

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

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

### **Clubhouse**

#### **Duties and Responsibilities**

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

#### **Frequency of Service**

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

### **Pool/Playground Bathrooms**

#### **Duties and Responsibilities**

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

#### **Frequency of Service**

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

### **Exterior/Police Grounds**

#### **Duties and Responsibilities**

Empty all exterior garbage cans and replace liners

#### **Frequency of Service**

Each Visit

Police pool deck for trash	Each Visit
Clean exterior windowsills and windows	Monthly
Clean Soffits and Fascia boards	Monthly or as needed

## **Recreation Amenities**

### **Duties and Responsibilities**

Arrange pool furniture and blow off decks  
 Clean water fountains  
 Wipe down pool furniture  
 Check sand in ashtrays and clean/replenish (if applicable)  
 High dust exterior ceiling fans and light fixtures  
 Check light bulbs and replace any that are burnt out

### **Frequency of Service**

Each Visit  
 Each Visit  
 Weekly  
 Monthly  
 Weekly or as needed  
 Each Visit

## **Pool Cleaning and Maintenance \$826 per month**

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

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

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

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

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

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

## **Common Area Maintenance \$252 per month**

This includes the following:



- Inspection and documenting the fitness equipment condition weekly and report repairs as needed.
- Monitor condition of all doors, fencing, gates, touch up painting, cobweb control and prevent debris from accumulating on the walls.
- Replacing A/C filters
- Changing interior/exterior lights
- Inspect and operate security cameras, and access controls
- Blow off entire pool deck weekly
- Maintain operational condition of ADA pool life and safety equipment
- Inspect playground and make minor repairs as needed
- Inspect and maintain condition of courts, fencings, and wind screens.
- Inspect and document conditions of parking lot and lighting weekly

Three hours per week will be dedicated to general facilities maintenance, upkeep and repair. The onsite personnel may repair any minor issue that 1) does not require a trade license 2) Is not covered under another contract 3) Can be completed within the allotted time frame, and 4) Does not require prior approval from management. Materials for repairs are not covered and will be submitted for reimbursement. The District Manager will be notified about any issue that can't be repaired "in house" or requires invoicing upon completion.

## **Other Agreed Services**

### **Staffing \$1685 per month (optional per request)**

First Coast CMS will provide a uniformed and trained staff member to assist residents with access and serve as a facility attendant. The attendant will monitor the use and condition of the facilities to ensure the CDD policies are enforced and provide for safe operations of the facility. The attendant will be onsite for 3 days per week, to include Saturday and Sunday, for a maximum of 18 hours per week.

## **Vendor and Site Management \$610 per month**

First Coast CMS will solicit, schedule and monitor third party vendors for perform services as needed for the CDD Amenity Center and the CDD maintained areas. This will include vendors such as plumbers, electricians, special event vendors, food trucks, and pest control companies. FCCMS will ensure vendors are properly licensed/insured and assist vendor with proper invoicing to the District Management.

FCCMS will schedule and monitor fire extinguishers and other facility life safety apparatus, and schedule appropriate vendors.

FCCMS will operate and maintain a mass email communication system (e-blast) to update residents and management of important information that pertains to the Amenities, OR other information requested by District Management.

FCCMS will develop and implement an Inclement Weather Readiness Plan and will communicate with residents the appropriate information, including emergency contacts, and facility closures/openings.

FCCMS will secure facility during Hurricane/Tropical Storms. This includes securing the furniture and shade awnings.

FCCMS will communicate directly with Residents regarding issues or concerns they have involving the amenity center or CDD maintained areas.

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

Materials purchased to provide services, for repair and janitorial, are not covered under the estimate and will be submitted for reimbursement and a 3% purchase delivery fee.

In consideration for providing services specified above by First Coast CMS LLC, payment to the order of **\$2409** to be paid within (45) thirty days of invoice date.

Additional staffing approved by District Management will be invoiced at \$21 per hour. This includes additional staffing as needed for District Sponsored Special Events.

Annual Pressure washing of the entrance monuments and the Amenity center (including pool deck and sidewalks around amenity center) will be performed by First Coast CMS, LLC at \$2900 per year.

If agreed upon, a contract would be drafted and signed by both parties specifying details and could be terminated at any time by either party given a 60-day written notice by First Coast CMS and 30 day written notice by The District.

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

Tony Shiver  
President  
First Coast CMS LLC.

## **Tab 7**

## LANDSCAPE SERVICES AGREEMENT

**Date:** September 19, 2022

**BrightView:** BrightView Landscape Services, Inc.

**Client:** Alta Lakes Community Development District

**Contract Start Date:** October 1, 2022

**Contract End Date:** September 30, 2023

**Service Fee\*:** \$93,600.00

\*Plus sales tax where applicable

THIS LANDSCAPE SERVICES AGREEMENT (this "Agreement") is entered into as of the Date above between BrightView and Client. If Client is not the record owner of each property where BrightView will deliver goods or perform services under this Agreement, then Client is executing this Agreement on its own behalf and as a duly authorized agent for the record owner(s) of each property.

NOW, THEREFORE, Client and BrightView mutually agree to the following terms and conditions:

**1. Services.**

- (a) For purposes of this Agreement: (i) the "Services" consist of the landscape maintenance, construction, irrigation, and/or other general landscape services described in the "Scope of Landscape Services" attached hereto, together with delivery or installation of any associated goods and materials, and (ii) the "Landscape Site(s)" consist of the exterior landscaped areas for each of the site(s) identified in the attached Scope of Landscape Services, where Services will be furnished by BrightView in accordance with the Scope of Landscape Services. More than one Scope of Landscape Services may be attached hereto, in the event of multiple Landscape Sites.
- (b) During the Term (as defined in Section 2. Term), BrightView shall furnish the Services or arrange for the Services to be furnished in accordance with applicable professional horticulture standards and any local requirements or regulations in effect, using appropriately trained, uniformed, and supervised personnel, and properly maintained equipment.
- (c) All tools, equipment, surplus materials, landscape waste materials and rubbish will be removed from each Landscape Site after Services are completed.
- (d) Any regulated substances required to be applied as part of the Services shall be applied in accordance with applicable laws and regulations by properly licensed personnel and BrightView shall not be held liable for the use of such substances if properly applied in accordance with applicable laws and regulations. Other materials shall be applied in accordance with the manufacturer's directions.

- 2. Term.** The "Initial Term" of this Agreement shall begin on the Contract Start Date and conclude on the Contract End Date. Thereafter, this Agreement shall renew automatically for successive one-year periods (each, a "Renewal Term") on each anniversary of the Contract Start Date of the Initial Term (each, an "Anniversary Date"), unless either party gives written notice to the other party of its

intent not to renew at least 90 days prior to the next Anniversary Date. The Initial Term, together with any Renewal Term, comprises the "Term".

- 3. Work Orders.** If Client requests services from BrightView that are not set forth on the Scope of Landscape Services or at a worksite for which there is no attached Scope of Landscape Services, then BrightView may elect in its sole discretion to furnish such additional services and any related goods and materials pursuant to a written work authorization signed by Client (each signed written work authorization, a "Work Order"). For services, goods, or materials furnished pursuant to a Work Order, payment shall be due from Client to BrightView as specified by such Work Order or, if unspecified in such Work Order, then upon delivery of the services, goods, and materials identified in the Work Order (the "Work Order Charges").
- 4. Insurance.** During the Term, BrightView will maintain general liability insurance, automobile liability insurance, and workers' compensation insurance covering its activities in connection with the Services and any Work Order. Such insurance shall be in commercially reasonable amounts. Evidence of such insurance will be provided to Client upon request.
- 5. Cooperation.**
  - (a) Client will cooperate with BrightView to facilitate the Services, and will permit or schedule adequate access to the Landscape Site(s) as required to perform the Services safely, efficiently, and within any specified timeframes. Client will notify BrightView in writing of any limitation on access to Landscape Site(s) as soon as possible, and in any event at least 48 hours to any scheduled delivery of services, goods, or materials.
  - (b) If required, Client will provide water with adequate spigots or hydrants or such other items as identified on the Scope of Landscape Services.
  - (c) Client shall provide written notice to BrightView of any proposed change in the ownership or management of the Landscape Site(s) at least 30

days prior to the effective date of any such change. A change in the ownership or management of the Landscape Site(s) shall not relieve Client of its obligations hereunder, including but not limited to the payment of the Service Fee and any amounts due to BrightView with respect to any Work Order, unless Client shall have given proper notice of termination pursuant to this Agreement.

#### **6. Service Fee.**

- (a) For Services performed pursuant to this Agreement, Client shall pay BrightView the Recurring Service Fee set forth in the below Table A plus any Per Occurrence Service Fee set forth in the below Table B (the "Service Fee"), subject to adjustments as described below.
- (b) Overdue Service Fees or Work Order Charges shall be subject to an administrative charge equal to the lower of: (i) 1.5% per month (18% per year) or (ii) the highest rate permitted by law, in either case multiplied by the unpaid balance. In addition to this administrative charge, Client shall reimburse BrightView for all costs and expenses (including but not limited to attorneys' fees and court costs) which are reasonably incurred by BrightView in collecting an overdue Service Fee, Work Order Charges, and administrative charges.
- (c) If tax laws change increasing applicable sales taxes, BrightView may adjust the Service Fee to reflect such increase.
- (d) The parties hereby acknowledge that, notwithstanding the Service Fee, the monthly installment plan, and the types and frequency of services, goods, and materials furnished each month throughout the year may vary according to seasonal requirements and best horticultural practices. The monthly installment plan is for Client's convenience of payment only and billings do not necessarily reflect the actual cost or value of Services performed during any particular month or other billing period. If this Agreement is terminated for any reason on a date other than an Anniversary Date, then all sums paid by Client to BrightView for Services performed since the most recent Anniversary Date shall be subtracted from the time-and-materials value (as determined in good faith by BrightView) of Services performed since that date and, if the result is a positive number (a "Shortfall"), the Shortfall shall become due and payable and Client shall promptly pay such Shortfall to BrightView. A Shortfall is not liquidated or other damages arising from a termination of the Agreement but represents the portion of the charges for Services performed prior to but unpaid by Client as of the Termination Date. For the avoidance of doubt, in no event will a Shortfall invoiced to the Client exceed the total amount that would have been received by the BrightView had the terminated Agreement continued uninterrupted until the end of its then current term.
- (e) Unless specified otherwise hereunder, every 12 months the Service Fee shall be increased by an amount calculated by multiplying the Service Fee for the immediately preceding 12 months by the greater of (i) 5% or (ii) the percentage increase in the Consumer Price Index between the most recently

published CPI and the CPI published for the same month for the preceding calendar year. "Consumer Price Index" and "CPI" means the Consumer Price Index for Urban Wage Earners and Clerical Workers (1982-84 = 100) released by the United States Department of Labor, Bureau of Labor Statistics, relating to Consumer Prices for All Items for All Cities.

- (f) In the event that, during the performance of services, the cost of materials or fuel (collectively, "Variable Costs") required by BrightView to perform the services increases by more than twenty percent (20%) over the Variable Costs on the date of execution of this Agreement, the Service Fee shall be increased by an amount equal to the increase in the Variable Costs. All cost increases shall be documented by BrightView.
- (g) Client must provide at least 10 days' prior written notice to BrightView, Attn.: Legal Department/Contracts, 980 Jolly Road, Suite 300, Blue Bell, PA 19422 if: (i) Service Fee required to be paid pursuant to this Section 6 are subject to a bona fide dispute and (ii) Client intends to pay, in full satisfaction of such disputed Service Fee, less than the amount invoiced by BrightView.

#### **7. Termination.**

- (a) Either BrightView or Client may terminate this Agreement without cause upon 90 days' prior written notice to the other party. If Client terminates this Agreement without cause prior to end of the then current term, Client will, within fifteen (15) days of the Termination Date, pay BrightView (i) all amounts owed to date for Services performed; (ii) reimbursement of any partner incentives such as, but not limited to, Enhancement Credits; discounts, rebates, etc. and (iii) to compensate BrightView for having to allocate employees and resources to the Landscapes Sites, an amount equal to what BrightView would have earned if the Agreement remained in effect through the end of the then current term (as calculated in accordance with Section 6(a)).
- (b) If either party materially breaches the terms of this Agreement and fails to cure such breach within 30 days after written notice from the non-breaching party specifying such breach, then the non-breaching party may elect to immediately terminate this Agreement by written notice to the breaching party. In addition to and without limiting the foregoing, if Client fails to timely pay any Service Fee, Work Order Charges, or administrative fees due under this Agreement, then BrightView may elect, in its sole discretion, to (i) delay, withhold, suspend or cancel Services without further notice to Client, and BrightView shall have no responsibility whatsoever for any consequences thereof, in respect of which the Client hereby indemnifies BrightView, and fees (as set out hereunder) shall continue to accrue and any extra expenses resulting from such withholding shall be for the Client's responsibility and/or (ii) immediately terminate this Agreement upon written notice to Client. Furthermore, and without limiting any of the foregoing, if Client fails to timely pay any Service Fee, Work Order Charges, or administrative fees due under this Agreement, BrightView may also elect, in

its sole discretion, to suspend Services for any other Agreement between Client and BrightView. In addition to the foregoing, any BrightView affiliate may also suspend Services for any other Agreement between Client and BrightView affiliate.

- (c) Either BrightView or Client may immediately terminate this Agreement upon written notice to the other party if (i) the other party makes an assignment for the benefit of creditors, (ii) a petition of bankruptcy is filed by or against the other party or (iii) all or substantially all of the other party's property is levied upon or scheduled to be sold in a judicial proceeding.

## **8. General Provisions.**

- (a) BrightView will at all times perform the Services and any Work Order in accordance with all applicable workplace safety requirements and standards promulgated by federal and local authorities. BrightView will not at any time provide safety evaluation, inspection, or consulting services under this Agreement or any Work Order for the benefit of Client or any third party and, consequently, Client shall not rely on BrightView to provide such safety-related services at any time. Further, BrightView does not and will not at any time provide representations, warranties, or assurances as to the safety, including as it relates to BrightView's use of chemicals during Service, (or lack of safety) of any Landscape Site(s) or Work Order site with respect to periods before, during, or after Services are performed or Work Order services are performed and, consequently, Client shall not rely on BrightView to provide any such assurances at any time. If Client desires safety evaluation, inspection, or consulting services, or safety representations, warranties, or assurances, then BrightView and Client may execute and enter into a separate written agreement whereby BrightView will assist Client for an additional fee only in identifying (without recommending) third-party service providers that Client may then, in Client's sole discretion, elect to engage independently to obtain safety services and/or assurances.
- (b) During the Term of this Agreement and for a period of 12 months following this Agreement's termination, the Client shall not, without the written permission of BrightView or an affected affiliate, directly or indirectly (i) solicit, employ or retain, or have or cause any other person or entity to solicit, employ or retain, any person who is employed by BrightView and performing Services hereunder, or (ii) encourage any such person not to devote his or her full business time to the Client, or (iii) agree to hire or employ any such person. Recognizing that compensatory monetary damages resulting from a breach of this section would be difficult to prove, Client agrees that such breach will render it liable to BrightView for liquidated damages in the amount of \$10,000 for each such employee.
- (c) This Agreement shall be governed by the law of the state where the Services will be furnished. If the Services will be furnished in more than one state, then the law of the State of Delaware will govern this Agreement, except with regard to its conflicts of laws doctrines. Both parties expressly agree that any and

all legal proceedings arising under this Agreement will be brought exclusively in the state and federal courts located where Services will be furnished.

- (d) Unless otherwise specifically set forth in the Scope of Landscape Services or a Work Order, BrightView is not providing design or landscape architecture services under this Agreement and it is the Client's sole responsibility to ensure that (i) the directions provided to BrightView for Services are in compliance with all applicable laws, ordinances, rules, regulations, and orders and (ii) the height and location of the hedges, foliage, and/or other plant matter on the Landscape Sites do not obstruct a person's line of sight of proximate roadways, private or public.
- (e) Neither party may assign this Agreement without the prior written consent of the other party; provided, however, that consent shall not be required to assign this Agreement to any company which controls, is controlled by, or is under common control with BrightView or in connection with assignment to an affiliate or pursuant to a merger, sale of all or substantially all of its assets or equity securities, consolidation, change of control or corporate reorganization. This Agreement is binding on, and inures to the benefit of, the parties hereto (including the record owner of the Landscape Site(s) if other than Client) and their respective heirs, legal representatives, successors and assigns.
- (f) This Agreement, together with attached Scope of Landscaping Services, Work Order hereunder, and any other schedules and exhibits attached hereto, constitute the entire agreement of the parties with respect to the Services and Work Orders and supersedes all prior contracts or agreements with respect to the Services or Work Orders, whether oral or written.
- (g) Except as otherwise provided herein, this Agreement may be amended or modified from time to time only by a written instrument executed and agreed to by both Client and BrightView.
- (h) The waiver by Client or BrightView of a breach of any provision of this Agreement shall not operate or be construed as a waiver of any other or subsequent breach by Client or BrightView of such provision or any other provision.
- (i) BrightView's total liability for any losses, damages, and expenses of any type whatsoever incurred by Client or any of its affiliates, guests, tenants, invitees, and lessees ("Losses"), which are caused by wrongful acts or omissions of BrightView in connection with, or related to, BrightView's performance of the Services, shall be limited solely to proven direct and actual damages in an aggregate amount not to exceed the amounts actually paid to BrightView hereunder. In no event will BrightView be liable for special, indirect, incidental or consequential damages, irrespective of the form or cause of action, in contract, tort or otherwise, whether or not the possibility of such damages has been disclosed to BrightView in advance or could have been reasonably foreseen by BrightView. Further, BrightView shall not be liable for any Losses resulting

from the provision of Services or performance of any Work Order hereunder, if such Losses are due to causes or conditions beyond its reasonable control, including but not limited to Losses in any way related to or associated with state or local water regulations or mandates or BrightView's compliance or good faith efforts to comply with state or local water regulations or mandates.

- (j) BrightView's performance will be excused without penalty to the extent BrightView is unable to perform as a result of accidents, acts of God, extreme weather conditions, inability to secure labor and/or products, fire, earthquake and rules, regulations or restrictions imposed by any government or governmental agency, national or regional emergency, epidemic, pandemic, health related outbreak or other medical events not caused by one

of the Parties, or other delays or failure of performance beyond the commercially reasonable control of BrightView. For purposes of this Agreement, the parties agree specifically that water conservation regulations or guidelines are specifically included within the above referenced regulations or restrictions, and that BrightView shall not be liable for any failure to perform as a direct or indirect result of BrightView's compliance with or good faith efforts to comply with state or local water regulations or mandates.

- (k) Unless otherwise expressly provided in a provision that cross-references this Section 8(k), in the event of any conflict or inconsistency between this Agreement, any SOW and/or any exhibit to this Agreement or any SOW, the order of precedence will be: the Agreement, an exhibit to the Agreement, an SOW and an exhibit to that SOW.

**Notices.** Except as otherwise specified in this Agreement, all notices and other communications under this Agreement must be in writing and sent by overnight courier service such as FedEx or sent by U.S. registered or certified mail, postage prepaid, return receipt requested, and shall be deemed received the next business day following timely deposit with an overnight courier, or three (3) days after timely deposit in the U.S. mail, with the communication addressed as follows:

**If to BrightView:**

Attn: \_\_\_\_\_  
Address: \_\_\_\_\_  
\_\_\_\_\_

**With a copy to:**

Attn: Office of the General Counsel  
980 Jolly Road, Suite 300  
Blue Bell, PA 19422

**If to Client:**

Attn: \_\_\_\_\_  
Address: \_\_\_\_\_  
\_\_\_\_\_

BrightView and Client agree to all of the terms and conditions set forth in this Agreement, including any schedules and exhibits attached hereto, as of the date first set forth above.

**By signing this Agreement in the space provided below, the undersigned Client signatory hereby represents and confirms that it has full power and authority to enter into this Agreement on its own behalf and on behalf of the record owner of each Landscape Site, and that this Agreement is a legally binding obligation of the undersigned and the record owner of each Landscape Site.**

**BRIGHTVIEW (as defined in the preamble)**

By: \_\_\_\_\_

Name: \_\_\_\_\_

Title: \_\_\_\_\_

Date: \_\_\_\_\_

**CLIENT**

By: \_\_\_\_\_

Name: \_\_\_\_\_

Title: \_\_\_\_\_

Date: \_\_\_\_\_

BrightView Landscapes, LLC and each of its subsidiaries ("BrightView") is committed to taking care of each other, our clients and communities. The BrightView Code of Conduct, which is located at [https://www.brightview.com/sites/default/files/bv\\_code\\_of\\_conduct.pdf](https://www.brightview.com/sites/default/files/bv_code_of_conduct.pdf) keeps us true to our values.

If you become aware of a violation of the BrightView Code, we encourage you to report it by:

- Filing a report at [www.brightviewconcerns.com](http://www.brightviewconcerns.com); or
  - Calling our 24-hour, 7-day per week compliance hotline at (800) 461-9330.
- Thank you for your confidence in partnering with BrightView.



This document is incorporated into the Landscape Services Agreement by this reference. In the event multiple Statements of Work or Work Orders are attached to this Services Agreement as provided herein, each such Statement of Work or Work Order shall be mutually exclusive of each other.

Landscape Site Name:*	Alta Lakes CDD	Landscape Site Location:	3108 Alta Lakes Blvd., Jacksonville, FL 32226
Client Business Name:	Rizzetta and Company	Client Contact Name:	Carol Brown
Client Contact Telephone:	904.436.6270	Client Contact Email:	clbrown@rizzetta.com
Billing Business Name:	Alta Lakes CDD	Billing Contact Name:	Carol Brown
Billing Contact Telephone:	904.436.6270	Billing Contact Address:	2806 North Fifth Street, Unit 403, St. Augustine, FL 32084
BrightView Contact Name:	Rodney Hicks	BrightView Contact Telephone:	(904) 545 1876

BrightView shall email all invoices to the Billing Email above. Client is responsible to notify BrightView immediately regarding any change to the Billing Email. Client shall pay all invoice within the payment terms outlined below.

**Table A: Recurring Service Fee:**

<b>Total Recurring Service Fee</b>
<b>\$ 7,800.00 per month</b>
<b>\$ 93,600.00 per year</b>

Client shall pay the Recurring Service Fee to BrightView through monthly payments. Excluding Pro-rated Recurring Service Fees which will be billed monthly in accordance with above, the Recurring Service Fee shall be payable in 12 equal monthly installments, beginning in the month of (the "Monthly Installment Plan"). Monthly invoices will be dated the 1<sup>st</sup> of each month for which service is to be performed, and payments are due no later than the 15th calendar day of the month.

**Table B: Per Occurrence Service Fee Schedule as follows :**

Per Occurrence Service Fee Schedule should only be used to denote services that are not part of Table A: Recurring Service Fee.

Per Occurrence Service	# of Occurrences per a Term	Per Occurrence Service Fee*	Total Per Occurrence Service Fee*
		\$	\$
		\$	\$
		\$	\$
		\$	\$
		\$	\$

Any Per Occurrence Service Fee shall be invoiced upon the completion of the Per Occurrence Service and Client shall pay the invoice within thirty (30) days of the invoice date.

---

**Scope of Landscape Services**

**Description of Services (attach diagrams if necessary):**

**LANDSCAPE MANAGEMENT**

Base Management Monthly Price	\$ 6,896.00
Base Management Yearly Fee	\$ 82,752.00

Base Management pricing includes:

- 52 Grounds Maintenance Visits
- Mowing, Weeding, Edging
- Blowing Debris
- Bed Weed Control
- Shrubs and Groundcover Pruning

Fertilizer/Pest Control/Weed Control Monthly Price	\$ 781.00
Fertilizer/Pest Control/Weed Control Yearly Fee	\$ 9,372.00

Agronomics Management pricing includes:

- 4x Turf Fertilization
- Turf Insect Control as needed
- Turf Weed Control as needed
- 2x Shrub and Groundcover Fertilization
- Shrub and Groundcover Insect Control as needed

Irrigation Inspection Service Monthly Price	\$ 123.00
Irrigation Inspection Service Yearly Fee	\$ 1,476.00

Irrigation Inspection pricing includes:

- Monthly check and adjust all zones
- Monthly cleaning irrigation heads
- Monthly Irrigation report

**Total Monthly Price           \$ 7,800.00**

**Total Yearly Fee Total       \$ 93,600.00**

# PRACTICAL SPECIFICATIONS FOR CONTRACT LANDSCAPE MANAGEMENT

## **SCOPE OF WORK:**

Contractor shall furnish all horticultural supervision, labor, material, equipment and transportation required to maintain the landscape throughout the contract period, as specified herein.

## **LAWN CARE:**

### Mowing and Edging:

Lawns shall be mowed more frequently during the active growing season and as needed during other seasons. During extended rainy or dry periods mowing will take place as conditions dictate. Mowing height will be based on what is horticultural correct for the turf variety taking into account the season. Clippings shall not be caught and removed from lawn area unless they are lying in swaths which may damage the lawn.

Edges shall be trimmed to maintain a neat appearance. Outside of focal areas, edging surfaces will alternate between hard surfaces and bed lines weekly.

### Fertilization:

Lawns shall be fertilized as warranted with a commercial fertilizer. The number of applications will be dependent on the type of nitrogen used and the type of turf grass.

### Disease control:

Disease control is maintained through proper fertilization, mowing and water management. In the event that disease problems occur Contractor will use treatments to stop or slow progression of disease. This program does not include the prevention of disease with weekly or monthly applications of disease control products although such protection is available at substantial additional cost.

### Insect control:

Contractor will provide control of turf damaging insects using Federal and State registered insect control products as needed to prevent or mitigate turf damage. These treatments do not include the prevention of fire ant infestation which is available at added cost. Disease caused by infestation of nematodes (microscopic round worms that feed on roots) is not included. Currently, there is no effective nematode control product registered for use on landscapes. Contractor will recommend additional treatments and procedures to minimize damage should nematodes become a problem. These treatments will be provided at additional cost. Nematode control is available for some sports turf locations and will be quoted separately if required.

### Weed control:

Contractor will use proper fertilization, mowing and watering practices to promote the growth of weed resistant turf. Additionally, applications of pre and post emergence weed controls will be applied at times if warranted to control weeds without damaging desirable turf. Recent changes in Federal regulations have resulted in our loss of ability to selectively control some weeds including crabgrass when they are present in St Augustine. The only control of these weeds is to treat infested turf with non-selective products such as Roundup. These treatments require the resodding which will be quoted at additional charge.

**GROUND COVER AREA/SHRUB AREAS:****Edging:**

Edge ground cover as needed to keep within bounds and away from obstacles.

**Pruning:**

Shrubs shall be pruned only as necessary to maintain the natural form of the plant, to maintain growth within space limitations, and to eliminate damage or diseased wood. This excludes pruning necessitated by storm damage, disease, neglected overgrowth or winterkill.

**Weed Control:**

Keep beds reasonably free of broadleaf or grassy weeds, preferably with pre-emergent and/or selective post-emergent/contact herbicides.

Pre-emerge: This type of control should be used only if a known weed problem warrants its use.

Post-emerge: Control broadleaf weeds with selective herbicides.

The chosen chemical will be recommended and legally approved for the specific weed problem.

**Fertilization:**

Apply fertilizer as warranted. The number of applications will be dependent on the type of nitrogen used and the type of plant material.

**Fungicide:**

Apply recommended, legally approved fungicides to control disease-causing damage to ornamentals if warranted.

**Pesticide:**

Apply recommended, legally approved pesticides to control insects causing damage to ornamentals if warranted.

**Control of imported pests:**

Certain locations in the United States have a record of accidental introduction of pests from other countries. These imported pests can be very damaging and difficult or impossible to control with available products. Where such pests become a problem Contractor will recommend the most cost effective alternatives for pest mitigation. Such recommendations may include plant replacement or intensified treatment schedules that may require additional cost to the customer.

**TREE CARE:****Pruning:**

Height limitation for tree pruning covered in the specification is 8 feet. On trees over 8 feet in height only low-hanging branches that present a hazard to pedestrian or vehicular traffic will be raised. Trees under 10 feet are scheduled to be pruned in the winter months except for safety-related pruning, which will be done only if necessary.

**Staking:**

Stakes are to be inspected and adjusted or removed as necessary. When trees attain a trunk caliper of 4" or substantial root development stability, removal will be discussed with client.

**Palm Pruning:**

Dead or dying fronds should be removed annually. It is best to leave healthy fronds when possible and defer to specific pruning methods and finished cuts per palm type.

**MULCHED AREA:**

Mulched areas will be inspected on our days of service. Weeds and grasses shall be controlled with recommended, legally approved herbicides only if necessary. Mulch beds should be replenished with up to 2" of mulch annually. In those areas with excessive mulch build up, alternatives will be discussed with the client.

**IRRIGATION SYSTEM:**

Watering shall be scheduled with automatic controllers to supply quantities and frequencies consistent with seasonal requirements of the plant materials in the landscape. In some circumstances, water scheduling may be limited by local watering restrictions.

Where practical, watering shall be done at night or early morning if the system is automatic, unless notified otherwise by the owner.

Any damages to the irrigation system caused by the Contractor while carrying out maintenance operations shall be repaired without charge. Where practical, repairs shall be made within one watering period.

Faulty equipment, vandalism or accidental damage caused by others shall be reported promptly to owner. Cost of labor and material to perform repair is an extra and shall be paid for by the owner upon authorization.

Whenever possible, owner's representative shall be instructed on how to turn off system in case of emergency.

Our office is to be advised at once or by next business day.

If the Contractor is required to make emergency repairs or adjustments on other than regularly scheduled visits, a minimum charge of \$75.00 emergency calls will apply.

**DEBRIS CLEANUP:**

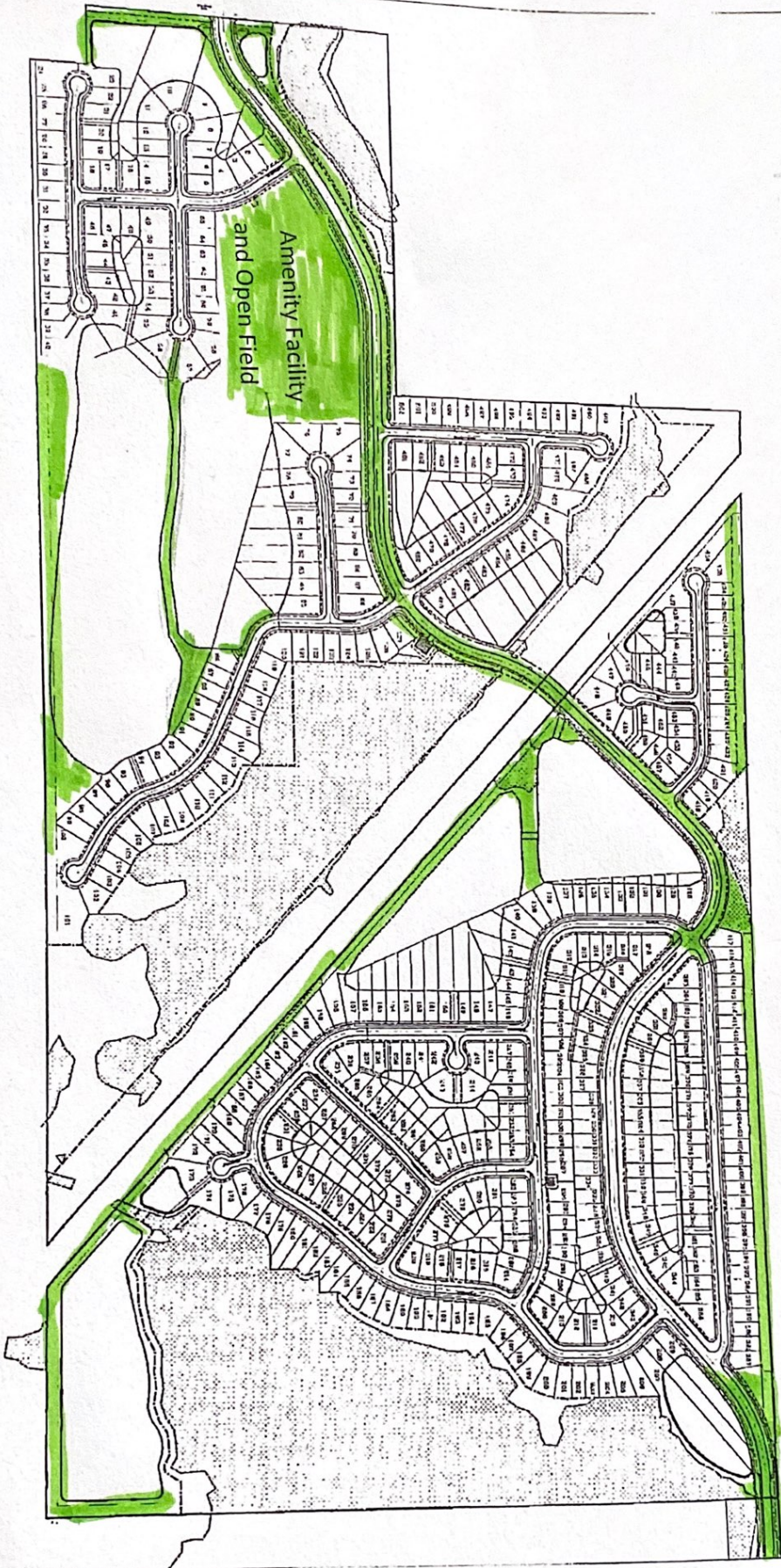
All landscape areas shall be inspected on days of service and excess debris removed. Gardening debris, generated from our work, shall be removed from paved areas on days of service. This excludes heavy leaf fall pickup from parking areas, sidewalks, pools, etc.

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# Alta Lakes CDD



Amenity Center location is 3108 Alta Lakes Blvd., Jacksonville, FL 32226

## Tab 8

## Proposal for Extra Work at Alta Lakes CDD

Property Name	Alta Lakes CDD	Contact	Carol Brown
Property Address	3108 Alta Lakes Blvd. Jacksonville, FL 32226	To	Alta Lakes CDD
		Billing Address	c/o Rizzetta & Company 3434 Colwell Ave Ste 200 Tampa, FL 33614

Project Name      Palm Tree trimming 2022

Project Description      Trim palms at entrance and at amenity center

### Scope of Work

QTY	UoM/Size	Material/Description
1.00	LUMP SUM	Pruning of 10 Washingtonian Palm Trees at the entrance (climbing is required due to no access for bucket truck). Pruning of 25 Sabal Palm Trees around Pool Amenity.

For internal use only

**SO#**                      7878551

**JOB#**                  346100484

**Service Line**              300

**Total Price**              \$2,356.25

#### THIS IS NOT AN INVOICE

This proposal is valid for thirty (30) days unless otherwise approved by Contractor's Senior Vice President  
11530 Davis Creek Court, Jacksonville, FL 32256 ph. (904) 292-0716 fax (904) 292-1014



## TERMS & CONDITIONS

1. The Contractor shall recognize and perform in accordance with written terms, written specifications and drawings only contained or referred to herein. All materials shall conform to bid specifications.
2. Work Force: Contractor shall designate a qualified representative with experience in landscape maintenance/construction upgrades or when applicable in tree management. The workforce shall be competent and qualified, and shall be legally authorized to work in the U.S.
3. License and Permits: Contractor shall maintain a Landscape Contractor's license, if required by State or local law, and will comply with all other license requirements of the City, State and Federal Governments, as well as all other requirements of law. Unless otherwise agreed upon by the parties or prohibited by law, Customer shall be required to obtain all necessary and required permits to allow the commencement of the Services on the property.
4. Taxes: Contractor agrees to pay all applicable taxes, including sales tax where applicable on material supplied.
5. Insurance: Contractor agrees to provide General Liability Insurance, Automotive Liability Insurance, Worker's Compensation Insurance, and any other insurance required by law or Customer, as specified in writing prior to commencement of work. If not specified, Contractor will furnish insurance with \$1,000,000 limit of liability.
6. Liability: Contractor shall indemnify the Customer and its agents and employees from and against any third-party liabilities that arise out of Contractor's work to the extent such liabilities are adjudicated to have been caused by Contractor's negligence or willful misconduct. Contractor shall not be liable for any damage that occurs from Acts of God defined as those caused by windstorm, hail, fire, flood, earthquake, hurricane and freezing, etc. Under these circumstances, Contractor shall have the right to renegotiate the terms and prices of this Contract within sixty (60) days. Any illegal trespass, claims and/or damages resulting from work requested that is not on property owned by Customer or not under Customer management and control shall be the sole responsibility of the Customer.
7. Subcontractors: Contractor reserves the right to hire qualified subcontractors to perform specialized functions or work requiring specialized equipment.
8. Additional Services: Any additional work not shown in the above specifications involving extra costs will be executed only upon signed written orders, and will become an extra charge over and above the estimate.
9. Access to Jobsite: Customer shall provide all utilities to perform the work. Customer shall furnish access to all parts of jobsite where Contractor is to perform work as required by the Contract or other functions related thereto, during normal business hours and other reasonable periods of time. Contractor will perform the work as reasonably practical after the Customer makes the site available for performance of the work.
10. Payment Terms: Upon signing this Agreement, Customer shall pay Contractor 50% of the Proposed Price and the remaining balance shall be paid by Customer to Contractor upon completion of the project unless otherwise, agreed to in writing.
11. Termination: This Work Order may be terminated by the either party with or without cause, upon seven (7) workdays advance written notice. Customer will be required to pay for all materials purchased and work complete to the date of termination and reasonable charges incurred in demobilizing.
12. Assignment: The Customer and the Contractor respectively, bind themselves, their partners, successors, assignees and legal representative to the other party with respect to all covenants of this Agreement. Neither the Customer nor the Contractor shall assign or transfer any interest in this Agreement without the written consent of the other provided, however, that consent shall not be required to assign this Agreement to any company which controls, is controlled by, or is under common control with Contractor or in connection with assignment to an affiliate or pursuant to a merger, sale of all or substantially all of its assets or equity securities, consolidation, change of control or corporate reorganization.
13. Disclaimer: This proposal was estimated and priced based upon a site visit and visual inspection from ground level using ordinary means, at or about the time this proposal was prepared. The price quoted in this proposal for the work described, is the result of that ground level visual inspection and therefore our company will not be liable for any additional costs or damages for additional work not described herein, or liable for any incidents/accidents resulting from conditions, that were not ascertainable by said ground level visual inspection by ordinary means at the time said inspection was performed. Contractor cannot be held responsible for unknown or otherwise hidden defects. Any corrective work proposed herein cannot guarantee exact results. Professional engineering, architectural, and/or landscape design services ("Design Services") are not included in this Agreement and shall not be provided by the Contractor. Any design defects in the Contract Documents are the sole responsibility of the Customer. If the Customer must engage a licensed engineer, architect and/or landscape design professional, any costs concerning these Design Services are to be paid by the Customer directly to the designer involved.

14. Cancellation: Notice of Cancellation of work must be received in writing before the crew is dispatched to their location or Customer will be liable for a minimum travel charge of \$150.00 and billed to Customer.

The following sections shall apply where Contractor provides Customer with tree care services:

15. Tree & Stump Removal: Trees removed will be cut as close to the ground as possible based on conditions to or next to the bottom of the tree trunk. Additional charges will be levied for unseen hazards such as, but not limited to concrete brick filled trunks, metal rods, etc. If requested mechanical grinding of visible tree stump will be done to a defined width and depth below ground level at an additional charge to the Customer. Defined backfill and landscape material may be specified. Customer shall be responsible for contacting Underground Service Alert to locate underground utility lines prior to start of work. Contractor is not responsible damage done to underground utilities such as but not limited to, cables, wires, pipes, and irrigation parts. Contractor will repair damaged irrigation lines at the Customer's expense.
16. Waiver of Liability: Requests for crown thinning in excess of twenty-five percent (25%) or work not in accordance with ISA (International Society of Arboriculture) standards will require a signed waiver of liability.

### Acceptance of this Contract

By executing this document, Customer agrees to the formation of a binding contract and to the terms and conditions set forth herein. Customer represents that Contractor is authorized to perform the work stated on the face of this Contract. If payment has not been received by Contractor per payment terms hereunder, Contractor shall be entitled to all costs of collection, including reasonable attorneys' fees and it shall be relieved of any obligation to continue performance under this or any other Contract with Customer. Interest at a per annum rate of 1.5% per month (18% per year), or the highest rate permitted by law, may be charged on unpaid balance 15 days after billing.

NOTICE: FAILURE TO MAKE PAYMENT WHEN DUE FOR COMPLETED WORK ON CONSTRUCTION JOBS, MAY RESULT IN A MECHANIC'S LIEN ON THE TITLE TO YOUR PROPERTY

### Customer

**District Manager**

Signature \_\_\_\_\_ Title \_\_\_\_\_

**Carol Brown**

**August 24, 2022**

Printed Name \_\_\_\_\_ Date \_\_\_\_\_

### BrightView Landscape Services, Inc. "Contractor"

**Associate Account Manager**

Signature \_\_\_\_\_ Title \_\_\_\_\_

**Christopher R. Ernst**

**August 24, 2022**

Printed Name \_\_\_\_\_ Date \_\_\_\_\_

**Job #:** 346100484

**SO #:** 7878551

**Proposed Price:** \$2,356.25

## **Tab 9**



## STATIONARY FOUNTAIN MAINTENANCE CONTRACT

Prepared on: September 16, 2022

Effective: January 1, 2023

Prepared by: Innovative Fountain and Lake Services  
450-106 State Road 13 N  
St. Johns, FL 32259  
Phone: (904) 551-1017  
Fax: (904) 551-1234  
Website: [www.innovativefountainservices.com](http://www.innovativefountainservices.com)

Project: Alta Lakes  
Jacksonville, FL

We are pleased to offer you the following proposal for the above referenced project. Please do not hesitate to contact us if you have any questions.

### GENERAL SCOPE OF WORK:

Innovative Fountain and Lake Services proposes to furnish all labor, materials, tools, and travel costs to complete the scope of work as described below on a twice a month basis. The contract period for this service will be one year. Either party may terminate this agreement at any time by providing 30 days prior written notice to the other. The following is a general list of specific inclusions and exclusions.

### INCLUSIONS:

- Vacuum interior surfaces
- Clean tile line
- Clean display heads
- Adjust display valves as needed
- Clean suction strainer baskets on all pumps
- Test pump circuits
- Wash down pumping equipment
- Clean cartridge filter
- Clean algae off all surfaces
- Clean lights
- Test light circuit

- Labor to replace light bulbs as needed
- Inspect and test auto-fill circuit
- Tighten electrical connections in control panel
- Reset timers as needed
- Calcium treatment

**EXCLUSIONS:**

- Labor or parts other than described in the inclusions.
- Chemicals Added

All the above procedures meet and or exceed all fountain manufactures recommended maintenance programs insuring proper maintenance during manufacture warranty period.

**TERMS OF THIS PROPOSAL:**

Our price, based on the scope of work that is described above is: **\$608.00 Monthly**

Work will be billed monthly with the balance due net 30. This proposal is good for 30 days.

***Thank you for allowing our TEAM the opportunity of EARNING YOUR BUSINESS!***

Sincerely,

Ronnie Benson

**ACCEPTANCE:**

I \_\_\_\_\_ accept the terms of this maintenance proposal as described above.

Accepted by: \_\_\_\_\_ Date: \_\_\_\_\_

Accepted by: \_\_\_\_\_ Date: \_\_\_\_\_

## **Tab 10**

**FIRST AMENDMENT TO AGREEMENT BETWEEN ALTA LAKES COMMUNITY  
DEVELOPMENT DISTRICT AND SOLITUDE LAKE MANAGEMENT, LLC,  
FOR AQUATIC MAINTENANCE SERVICES**

**THIS FIRST AMENDMENT** ("First Amendment") is made and entered into this 5th day of May, 2021, by and between:

**Alta Lakes Community Development District**, a local unit of special-purpose government established pursuant to Chapter 190, *Florida Statutes*, and located in Duval County, Florida, whose mailing address is 2806 North 5th Street, Unit #403, Saint Augustine, Florida 32084 ("District"); and

**SOLitude Lake Management, LLC**, a Virginia limited liability company, whose address is 2844 Crusader Circle, Suite 450, Virginia Beach, Virginia 23451 ("Contractor").

**RECITALS**

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

**WHEREAS**, because the District had a need to retain an independent contractor to provide aquatic maintenance services within the District, on or around April 15, 2020, the District and Contractor entered into the *Agreement Between Alta Lakes Community Development District and SOLitude Lake Management LLC, for Aquatic Maintenance Services*, incorporated by reference herein ("Maintenance Agreement"); and

**WHEREAS**, Section 9 of the Maintenance Agreement provides that the Maintenance Agreement may be amended by an instrument in writing executed by both parties; and

**WHEREAS**, the parties desire to amend Section 3A, Exhibit A and Exhibit B of the Maintenance Agreement to include additional areas for maintenance, to add an additional scope of services and to revise the amounts to be paid in accordance with the amended and additional scopes of services, as further described in **Exhibit A**, **Exhibit B** and **Exhibit C** attached hereto, by and through this First Amendment; and

**WHEREAS**, each of the parties has the authority to execute this First Amendment and to perform its obligations and duties hereunder, and each of the parties has satisfied all conditions precedent to the execution of this First Amendment so that this First Amendment constitutes a legal and binding obligation of each of the parties hereto.

**NOW, THEREFORE**, based upon good and valuable consideration and the mutual covenants of the parties, the receipt of which and sufficiency of which is hereby acknowledged, the District and Contractor agree as follows:

**SECTION 1.** The recitals stated above are true and correct and by this reference are incorporated herein as a material part of this First Amendment.

**SECTION 2.** Section 3A of the Maintenance Agreement is hereby amended to read as set forth below. Text indicated in strikethrough type is deleted and text indicated by underline type is added.

**COMPENSATION; TERM.**

**A.** As compensation for the completion of the Services, the District agrees to pay the Contractor following amounts, which amounts include all labor, materials and services necessary to complete the Services, as more specifically set forth in **Exhibit B**:

- i. One Thousand Five Hundred Two ~~Nine Hundred Seventy-Six~~ Dollars (\$1,502.00 ~~\$976.00~~) per month for lake maintenance.
- ii. One Hundred Ninety-Seven ~~One Hundred Seventeen~~ Dollars (\$197.00 ~~\$117.00~~) per month for debris removal.

**B.** As compensation for the completion of the Services, the District agrees to pay the Contractor following amounts, which amounts include all labor, materials and services necessary to complete the Services, as more specifically set forth in **Exhibit C**: B. - Completed in 2020  
— *1.7.20*

- i. Two Thousand Ninety-Four Dollars (\$2,094.00) as a one-time fee for spraying and removal of cattails on Lakes 8, 9 and 11.

**C.** As compensation for the completion of the Services, the District agrees to pay the Contractor following amounts, which amounts include all labor, materials and services necessary to complete the Services, as more specifically set forth in **Exhibit D** [**Exhibit C attached hereto**]:

- i. Eight Hundred Twenty Dollars (\$820.00) as a one-time fee for grass carp permitting.

**SECTION 3.** The parties hereby update the Map of District Lakes attached as Exhibit A to the Maintenance Agreement with the Map of District Lakes included as **Exhibit A** attached hereto.


**SECTION 4.** The parties hereby update the Scope of Services attached as Exhibit B to the Maintenance Agreement with the Scope of Services included as **Exhibit B** attached hereto.


**SECTION 5.** Except as specifically amended above, the Maintenance Agreement shall remain in full force and effect, unaltered by this First Amendment.

IN WITNESS WHEREOF, the parties execute this First Amendment the day and year first written above,

ATTEST:

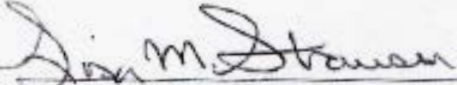
ALTA LAKES COMMUNITY  
DEVELOPMENT DISTRICT

  
Secretary/Assistant Secretary

  
Chairperson, Board of Supervisors

WITNESS:

SOLITUDE LAKE MANAGEMENT,  
LLC

  
Name: Lisa M. Strawser

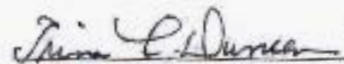
 05/04/2021  
By: Trina L. Duncan  
Its: Business Manager

Exhibit A: Map of District Lakes

Exhibit B: Scope of Services

Exhibit C: Scope of Services – Grass Carp Permitting



Exhibit A:  
Map of District Lakes



## Exhibit B: Scope of Services

Services Contract  
Page 4 of 9



### **SCHEDULE A - ANNUAL POND MANAGEMENT SERVICES**

#### Monitoring:

1. A SOLitude Biologist will visit the site and inspect the pond(s) on a **three (3) times per month** basis.
2. Observations and data collected during the inspections will be used to inform and guide all activities required to fulfill the requirements of this contract as specified in the description of services below.

#### Visual Inspections:

1. A visual inspection of the pond(s) will be performed during each visit to the site. The inspections shall include the following:
  - Water levels
  - Water clarity or quality
  - Turbidity
  - Beneficial Aquatic Vegetation
  - Nuisance, Invasive, or Exotic Aquatic Vegetation
  - Algae
  - Physical components such as above ground pipes, inlet and outlet structures, trash racks, emergency spillways, and dams
  - Erosion
  - Issues with shoreline and bank stabilization measures such as rip rap stone, bulkheads, retaining walls, etc.
  - Forebays and inflowing or outflowing swales, ditches, and stream channels
  - Vegetated buffers
  - Sedimentation
  - Nuisance animal activity
  - Fish habitat
  - Mosquito breeding conditions and habitat
  - Trash and debris
2. Any issues or deficiencies that are observed during this visual monitoring will be documented by our staff in the field notes of the service order completed at the time the issue was first observed and reported to the Customer in writing as part of that month's service report.
3. Customer will be notified immediately if there are any deficiencies observed that appear in the judgment of our staff to be posing an immediate risk or otherwise jeopardizing the integrity of the pond(s) structures.
4. The scope of these services is limited to what can be reasonably observed at the surface of the water and above the ground around the water that makes up the physical structure of the pond(s). These routine inspection services are not intended to replace any requirement or need for a more comprehensive engineered inspection, or any other type of inspection that would require expertise or equipment to survey the condition of the physical components of the pond(s) underground, underwater, or inside any of the associated structures.

#### Aquatic Weed Control:

**Competitively Sensitive & Proprietary Materials** – The information contained herein is the intellectual property of SOLitude Lake Management. Recipient may not disclose to any outside party any proprietary information, processes, or pricing contained in this document or any of its attachments without the prior written consent of SOLitude Lake Management. This document is provided to the recipient in good faith and it shall be the responsibility of the recipient to keep the information contained herein confidential.





1. Pond(s) will be inspected on a **three (3) times per month** basis.
2. Any growth of undesirable aquatic weeds and vegetation found in the pond(s) with each inspection shall be treated and controlled through the application of aquatic herbicides and aquatic surfactants as required to control the specific varieties of aquatic weeds and vegetation found in the pond(s) at the time of application.
3. Invasive and unwanted submersed and floating vegetation will be treated and controlled preventatively and curatively each spring and early summer through the use of systemic herbicides at the rate appropriate for control of the target species. Application rates will be designed to allow for selective control of unwanted species while allowing for desirable species of submersed and emergent wetland plants to prosper.

Stocking for improved Weed Control:

1. Triploid (Sterile) Grass Carp will be stocked as appropriate to help prevent and control outbreaks of certain aquatic vegetation species. Stocking triploid grass carp should be considered as part of an Integrated Pest Management (IPM) program. Grass carp in these programs will often times reduce the amount of pesticides required to properly maintain ponds, helping to achieve our long-term goals of quality management through the restoration of ecological balance. Grass Carp are regulated by each state and permits will be obtained by the Company on behalf of the Customer. *In situations or states where grass carp are not appropriate or legal, they will not be stocked.*

Shoreline Weed Control:

1. Shoreline areas will be inspected on a **three (3) times per month** basis.
2. Any growth of cattails, phragmites, or other unwanted shoreline vegetation found within the pond areas shall be treated and controlled through the application of aquatic herbicides and aquatic surfactants as required for control of the plants present at time of application.
3. Any growth of unwanted plants or weeds growing in areas where stone has been installed for bank stabilization and erosion control shall be treated and controlled through the application of aquatic herbicides and aquatic surfactants as required to control the unwanted growth present at the time of application.

Pond Algae Control:

1. Pond(s) will be inspected on a **three (3) times per month** basis.
2. Any algae found in the pond(s) with each inspection shall be treated and controlled through the application of algaecides, aquatic herbicides, and aquatic surfactants as needed for control of the algae present at the time of service.

Trash Removal:

1. Trash and light debris will be removed from the pond(s) with each service and disposed off site. Any large item or debris that is not easily and reasonably removable by one person during the routine visit will be removed with the Customer's approval for an additional fee. Routine trash and debris removal services are for the pond areas only, and do not include any trash or debris removal from the surrounding terrestrial (dry land) areas.

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Service Reporting:

1. Customer will be provided with a monthly service report detailing all of the work performed as part of this contract.

Permitting (when applicable):

1. SOLitude staff will be responsible for the following:
  - a. Obtaining any Federal, state, or local permits required to perform any work specified in this contract where applicable.
  - b. Attending any public hearings or meetings with regulators as required in support of the permitting process.
  - c. Filing of any notices or year-end reports with the appropriate agency as required by any related permit.
  - d. Notifying the Customer of any restrictions or special conditions put on the site with respect to any permit received, where applicable.

Customer Responsibilities:

1. Customer will be responsible for the following:
  - a. Providing information required for the permit application process upon request.
  - b. Providing Certified Abutters List for abutter notification where required.
  - c. Perform any public filings or recordings with any agency or commission associated with the permitting process, if required.
  - d. Compliance with any Order of Conditions or other special requirements or conditions required by the local municipality.
  - e. Compliance and enforcement of temporary water-use restrictions where applicable.

General Qualifications:

1. Company is a licensed pesticide applicator in the state in which service is to be provided.
2. Individual Applicators are Certified Pesticide Applicators in Aquatics, Public Health, Forestry, Right of Way, and Turf/Ornamental as required in the state in which service is to be provided.
3. Company is a SePRO Preferred Applicator and dedicated Steward of Water. Each individual applicator has been trained and educated in the water quality testing and analysis required for prescriptive site-specific water quality management and utilizes an integrated approach that encompasses all aspects of ecologically balanced management. Each applicator has received extensive training in the proper selection, use, and application of all aquatic herbicides, algaecides, adjuvants, and water quality enhancement products necessary to properly treat our Customers' lakes and ponds as part of an overall integrated pest management program.
4. Company guarantees that all products used for treatment are EPA registered and labeled as appropriate and safe for use in lakes, ponds, and other aquatic sites, and are being applied in a manner consistent with their labeling.
5. All pesticide applications made directly to the water or along the shoreline for the control of algae, aquatic weeds, or other aquatic pests as specified in this contract will

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- meet or exceed all of the Company's legal regulatory requirements as set forth by the EPA and related state agencies for NPDES and FIFRA. Company will perform treatments that are consistent with NPDES compliance standards as applicable in and determined by the specific state in which treatments are made. All staff will be fully trained to perform all applications in compliance with all federal, state, and local law.
6. Company will furnish the personnel, vehicles, boats, equipment, materials, and other items required to provide the foregoing at its expense.

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## **Exhibit C: Grass Carp Permitting – Scope of Services**

Grass Carp Services Contract  
Preserve at St Johns  
Page 4 of 5



### **SCHEDULE A – BARRIER & PERMITTING SERVICES**

#### **Task 1: Barrier Installation:**

1. SOLitude staff will be responsible for the following:
  - a. Building and installing rebar Grass carp containment barriers on the outflows on ponds 6, 10, & 19 which meet or exceed FWC requirements.

#### **Task 2: Permitting:**

1. SOLitude staff will be responsible for the following:
  - a. Obtaining amendment for existing FWC permit for the Customer as required to stock Triploid (sterile) Grass Carp in all nineteen (19) stormwater ponds.
  - b. Notifying the Customer of any restrictions or special conditions put on the site with respect to any permit received, where applicable.

#### **Customer Responsibilities:**

1. Customer will be responsible for the following:
  1. Providing information required for the permit application process upon request.
  2. Providing Certified Abutters List for abutter notification where required.
  3. Perform any public filings or recordings with any agency or commission associated with the permitting process, if required.
  4. Compliance with any Order of Conditions or other special requirements or conditions required by the local municipality.
  5. Compliance and enforcement of temporary water-use restrictions where applicable.

#### **General Qualifications:**

1. Company is a licensed pesticide applicator in the state in which service is to be provided.
2. Individual Applicators are Certified Pesticide Applicators in Aquatics, Public Health, Forestry, Right of Way, and Turf/Ornamental as required in the state in which service is to be provided.
3. Company is a SePRO Preferred Applicator and dedicated Steward of Water. Each individual applicator has been trained and educated in the water quality testing and analysis required for prescriptive site-specific water quality management and utilizes an integrated approach that encompasses all aspects of ecologically balanced management. Each applicator has received extensive training in the proper selection, use, and application of all aquatic herbicides, algaecides, adjuvants, and water quality enhancement products necessary to properly treat our Customers' lakes and ponds as part of an overall integrated pest management program.
4. Company guarantees that all products used for treatment are EPA registered and labeled as appropriate and safe for use in lakes, ponds, and other aquatic sites, and are being applied in a manner consistent with their labeling.
5. All pesticide applications made directly to the water or along the shoreline for the control of algae, aquatic weeds, or other aquatic pests as specified in this contract will meet or exceed all of the Company's legal regulatory requirements as set forth by the EPA and related state agencies for NPDES and FIFRA. Companies will perform

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treatments that are consistent with NPDES compliance standards as applicable in and determined by the specific state in which treatments are made. All staff will be fully trained to perform all applications in compliance with all federal, state, and local law.

6. Company will furnish the personnel, vehicles, boats, equipment, materials, and other items required to provide the foregoing at its expense.

**Competitively Sensitive & Proprietary Materials** – The information contained herein is the intellectual property of SÖLitude Lake Management. Recipient may not disclose to any outside party any proprietary information, processes, or pricing contained in this document or any of its attachments without the prior written consent of SÖLitude Lake Management. This document is provided to the recipient in good faith and it shall be the responsibility of the recipient to keep the information contained herein confidential.

**AGREEMENT BETWEEN ALTA LAKES COMMUNITY DEVELOPMENT  
DISTRICT AND SOLITUDE LAKE MANAGEMENT, LLC,  
FOR AQUATIC MAINTENANCE SERVICES**

THIS AGREEMENT (“Agreement”) is made and entered into this 15th day of April, 2020, by and between:

**Alta Lakes Community Development District**, a local unit of special-purpose government established pursuant to Chapter 190, *Florida Statutes*, and located in Duval County, Florida, whose mailing address is 2806 North 5th Street, Unit #403, Saint Augustine, Florida 32084 (“District”); and

**SOLitude Lake Management, LLC**, a Virginia limited liability company, whose address is 2844 Crusader Circle, Suite 450, Virginia Beach, Virginia 23451 (“Contractor”).

**RECITALS**

**WHEREAS**, the District was established pursuant to Chapter 190, *Florida Statutes*, for the purpose of planning, financing, constructing, operating and/or maintaining certain infrastructure improvements, including but not limited to, stormwater management improvements; and

**WHEREAS**, the District owns, operates and maintains thirteen (13) stormwater management facilities within the boundary of the District as shown on **Exhibit A**, attached hereto and incorporated herein by reference (“Lakes”); and

**WHEREAS**, the District desires to retain an independent contractor to provide maintenance services for the Lakes, including inspection and treatment for control of nuisance vegetation in and around the Lakes; and

**WHEREAS**, the Contractor represents that it is capable, willing and able to provide the lake maintenance services, and desires to contract with the District to do so in accordance with the terms of this Agreement; and

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

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

**SECTION 1. RECITALS.** The recitals so stated are true and correct and by this reference are incorporated into and form a material part of this Agreement.



## **SECTION 2. DESCRIPTION OF WORK AND SERVICES.**

- A.** The Contractor agrees to provide the labor, materials and services necessary for the provision of the lake maintenance services described in the attached **Exhibit B** and **Exhibit C**, which are incorporated herein by reference (“Services”).
- B.** Contractor shall be solely responsible for the means, manner and methods by which its duties, obligations and responsibilities are met to the satisfaction of the District and in accordance with this Agreement. Contractor shall use industry best practices and procedures when carrying out the Services. Any additional compensation for additional services shall be paid only as negotiated between the parties and upon the written authorization of the District.
- C.** This Agreement grants to Contractor the right to enter the lands that are subject to this Agreement, for those purposes described in this Agreement, and Contractor hereby agrees to comply with all applicable laws, rules, ordinances and regulations affecting the provision of the Services.
- D.** The Contractor shall report directly to the District’s Designee who shall be the District Manager. Contractor shall use all due care to protect the property of the District, its residents and landowners from damage and shall follow and be responsible for the provision of the Services. Contractor agrees to repair any damage resulting from Contractor’s activities and work within twenty-four (24) hours.

## **SECTION 3. COMPENSATION; TERM.**

- A.** As compensation for the completion of the Services, the District agrees to pay the Contractor following amounts, which amounts include all labor, materials and services necessary to complete the Services, as more specifically set forth in **Exhibit B**:
  - i.** Nine Hundred Seventy-Six Dollars (\$976.00) per month for lake maintenance.
  - ii.** One Hundred Seventeen Dollars (\$117.00) per month for debris removal.
- B.** As compensation for the completion of the Services, the District agrees to pay the Contractor following amounts, which amounts include all labor, materials and services necessary to complete the Services, as more specifically set forth in **Exhibit C**:
  - i.** Two Thousand Ninety-Four Dollars (\$2,094.00) as a one-time fee for spraying and removal of cattails on Lakes 8, 9 and 11.
- C.** The term of this Agreement shall be from the date of the execution of this Agreement until April 14<sup>th</sup>, 2021, unless terminated earlier in accordance with the terms of this Agreement. Thereafter, the Agreement shall automatically renew for two (2) consecutive one-year terms unless otherwise terminated pursuant to the terms hereof.

- D. If the District should desire additional work or services, the Contractor agrees to negotiate in good faith to undertake such additional work or services. Upon successful negotiations, the parties shall agree in writing to a work order, addendum, addenda, or change order to this Agreement.
- E. The District may require, as a condition precedent to making any payment to the Contractor that all material men, suppliers or laborers be paid and require evidence, in the form of Lien Releases or partial Waivers of Lien, to be submitted to the District by those subcontractors, material men, suppliers or laborers, and further require that the Contractor provide an Affidavit relating to the payment of said indebtedness. Further, the District shall have the right to require, as a condition precedent to making any payment, evidence from the Contractor, in a form satisfactory to the District, that any indebtedness of the Contractor, as to services to the District, has been paid and that the Contractor has met all of the obligations with regard to the withholding and payment of taxes, Social Security payments, Workmen's Compensation, Unemployment Compensation contributions, and similar payroll deductions from the wages of employees.
- F. The Contractor shall maintain records conforming to usual accounting practices. Further, the Contractor agrees to render an invoice to the District, in writing, which shall be delivered or mailed to the District by the fifth (5th) day of the next succeeding month. This invoice is due and payable within thirty (30) days of receipt by the District. The invoice shall include such supporting information as the District may reasonably require the Contractor to provide.

#### SECTION 4. INSURANCE.

- A. Contractor shall, at its own expense, maintain insurance during the performance of its Services under this Agreement, with limits of liability not less than the following:

Workers Compensation	statutory
General Liability	
<i>Bodily Injury (including contractual)</i>	\$1,000,000
<i>Property Damage (including contractual)</i>	\$1,000,000
Automobile Liability	
<i>Bodily Injury and Property Damage</i>	\$1,000,000
Pollution Liability	\$2,000,000

- B. The District, its staff, consultants, agents, employees and supervisors shall be named as an additional insured. The Contractor shall furnish the District with the Certificate of Insurance evidencing compliance with this requirement. No certificate shall be acceptable to the District unless it provides that any change or termination within the policy periods of the insurance coverages, as certified, shall not be effective within

thirty (30) days of prior written notice to the District. Insurance coverage shall be from a reputable insurance carrier, licensed to conduct business in the State of Florida, and such carrier shall have a Best's Insurance Reports rating of at least A-VII.

- C. If the Contractor fails to have secured and maintained the required insurance, the District has the right (without any obligation to do so, however), to secure such required insurance in which event, the Contractor shall pay the cost for that required insurance and shall furnish, upon demand, all information that may be required in connection with the District's obtaining the required insurance.

**SECTION 5. INDEPENDENT CONTRACTOR.** It is understood and agreed that at all times the relationship of Contractor and its employees, agents, subcontractors or anyone directly or indirectly employed by Contractor to the District is the relationship of an independent contractor and not that of an employee, agent, joint venturer or partner of the District. Nothing in this Agreement shall be interpreted or construed as creating or establishing the relationship of employer and employee between the District and Contractor or any of its employees, agents, subcontractors or anyone directly or indirectly employed by Contractor. The parties acknowledge that Contractor is not an employee for state or federal tax purposes. Contractor shall hire and pay all of Contractor's employees, agents, subcontractors or anyone directly or indirectly employed by Contractor, all of whom shall be employees of Contractor and not employees of the District and at all times entirely under Contractor's supervision, direction and control.

In particular, District will not: i) Withhold FICA (Social Security) from Contractor's payments; ii) Make state or federal unemployment insurance contributions on Contractor's behalf; iii) Withhold state or federal income tax from payment to Contractor; iv) Make disability insurance contributions on behalf of Contractor; or v) Obtain workers' compensation insurance on behalf of Contractor.

**SECTION 6. COMPLIANCE WITH LAWS, ORDINANCES AND REGULATIONS.** In performing its obligations under this Agreement, Contractor and each of its employees, agents, subcontractors or anyone directly or indirectly employed by Contractor shall comply with all applicable laws, ordinances, rules, regulations, and orders of any public or governmental authority having appropriate jurisdiction, including all laws, regulations and rules relating to immigration and/or the status of foreign workers. Contractor shall initiate, maintain, and supervise all safety precautions and programs in connection with its obligations herein. Contractor shall ensure that all of Contractor's employees, agents, subcontractors or anyone directly or indirectly employed by Contractor observe Contractor's rules and regulations of safety and conduct. Contractor shall take all reasonable precautions for the safety of and shall provide all reasonable protection to prevent damage, injury or loss to all of its employees, agents and subcontractors performing its obligations herein and other persons who may be affected, and any material, equipment and other property. Contractor shall remedy all damage or loss to any property caused in whole or in part by Contractor, its employees, agents, subcontractors or anyone directly or indirectly employed by Contractor, or by anyone for whose acts Contractor may be liable. Contractor shall indemnify District for all damage or losses it may incur or be exposed to because of Contractor or any of its employees, agents, subcontractors or anyone

directly or indirectly employed by Contractor's failure to comply with the provisions contained herein.

**SECTION 7. DEFAULT AND PROTECTION AGAINST THIRD PARTY INTERFERENCE.** A default by either party under this Agreement shall entitle the other to all remedies available at law or in equity, which may include, but not be limited to, the right of actual damages and/or specific performance. The District shall be solely responsible for enforcing its rights under this Agreement against any interfering third party. Nothing contained in this Agreement shall limit or impair the District's right to protect its rights from interference by a third party to this Agreement.

**SECTION 8. ENFORCEMENT OF AGREEMENT.** In the event that either party is required to enforce this Agreement by court proceedings or otherwise, then the parties agree that the prevailing party shall be entitled to recover from the other all fees and costs incurred, including reasonable attorneys fees and costs for trial, alternative dispute resolution, or appellate proceedings.

**SECTION 9. AMENDMENTS.** Amendments to and waivers of the provisions contained in this Agreement may be made only by an instrument in writing which is executed by both the District and the Contractor.

**SECTION 10. AUTHORIZATION.** The execution of this Agreement has been duly authorized by the appropriate body or official of the District and the Contractor, both the District and the Contractor have complied with all the requirements of law, and both the District and the Contractor have full power and authority to comply with the terms and provisions of this instrument.

**SECTION 11. NOTICES.** All notices, requests, consents and other communications under this Agreement ("Notices") shall be in writing and shall be delivered, mailed by First Class Mail, postage prepaid, or overnight delivery service, to the parties, as follows:

- A. If to Contractor:** SOLitude Lake Management, LLC  
2844 Crusader Circle, Suite 450  
Virginia Beach, Virginia 23451  
Attn: \_\_\_\_\_
- B. If to District:** Alta Lakes Community Development District  
2806 N. 5<sup>th</sup> Street, Unit 403  
St. Augustine, Florida 32084  
Attn: District Manager
- With a copy to:** Hopping Green & Sams, P.A.  
119 South Monroe Street, Suite 300 (32301)  
Post Office Box 6526  
Tallahassee, Florida 32314  
Attn: District Counsel

Except as otherwise provided in this Agreement, any Notice shall be deemed received only upon actual delivery at the address set forth above. Notices delivered after 5:00 p.m. (at the place of delivery) or on a non-business day, shall be deemed received on the next business day. If any time for giving Notice contained in this Agreement would otherwise expire on a non-business day, the Notice period shall be extended to the next succeeding business day. Saturdays, Sundays, and legal holidays recognized by the United States government shall not be regarded as business days. Counsel for the District and counsel for the Contractor may deliver Notice on behalf of the District and the Contractor. Any party or other person to whom Notices are to be sent or copied may notify the other parties and addressees of any change in name or address to which Notices shall be sent by providing the same on five (5) days written notice to the parties and addressees set forth herein.

**SECTION 12. ARM'S LENGTH TRANSACTION.** This Agreement has been negotiated fully between the District and the Contractor as an arm's length transaction. Both parties participated fully in the preparation of this Agreement and received the advice of counsel. In the case of a dispute concerning the interpretation of any provision of this Agreement, both parties are deemed to have drafted, chosen, and selected the language, and the doubtful language will not be interpreted or construed against either the District or the Contractor.

**SECTION 13. THIRD PARTY BENEFICIARIES.** This Agreement is solely for the benefit of the District and the Contractor and no right or cause of action shall accrue upon or by reason, to or for the benefit of any third party not a formal party to this Agreement. Nothing in this Agreement expressed or implied is intended or shall be construed to confer upon any person or corporation other than the District and the Contractor any right, remedy, or claim under or by reason of this Agreement or any of the provisions or conditions of this Agreement; and all of the provisions, representations, covenants, and conditions contained in this Agreement shall inure to the sole benefit of and shall be binding upon the District and the Contractor and their respective representatives, successors, and assigns.

**SECTION 14. ASSIGNMENT.** Neither the District nor the Contractor may assign this Agreement or any monies to become due hereunder without the prior written approval of the other.

**SECTION 15. APPLICABLE LAW AND VENUE.** This Agreement and the provisions contained herein shall be construed, interpreted and controlled according to the laws of the State of Florida. Each party consents that the venue for any litigation arising out of or related to this Agreement shall be in Duval County, Florida.

**SECTION 16. INDEMNIFICATION.**

- A. Contractor, its employees, agents and assigns shall defend, hold harmless and indemnify the District and its supervisors, officers, staff, employees, representatives and agents against any claims, damages, liabilities, losses and costs, including, but not limited to, reasonable attorneys' fees, to the extent caused by the acts or omissions of Contractor, and other persons employed or utilized by Contractor in the performance of this Agreement or the Services performed hereunder. Additionally,

nothing in this Agreement requires Contractor to indemnify the District for the District's percentage of fault if the District is adjudged to be more than 50% at fault for any claims against the District and Contractor as jointly liable parties; however, Contractor shall indemnify the District for any and all percentage of fault attributable to Contractor for claims against the District, regardless whether the District is adjudged to be more or less than 50% at fault. Contractor further agrees that nothing herein shall constitute or be construed as a waiver of the District's limitations on liability contained in section 768.28, *Florida Statutes*, or other statute.

- B.** Obligations under this section shall include the payment of all settlements, judgments, damages, liquidated damages, penalties, forfeitures, back pay awards, court costs, arbitration and/or mediation costs, litigation expenses, attorney fees, and paralegal fees (incurred in court, out of court, on appeal, or in bankruptcy proceedings) as ordered.

**SECTION 17. LIMITATIONS ON GOVERNMENTAL LIABILITY.** Nothing in this Agreement shall be deemed as a waiver of immunity or limits of liability of the District beyond any statutory limited waiver of immunity or limits of liability which may have been adopted by the Florida Legislature in section 768.28, *Florida Statutes*, or other statute, and nothing in this Agreement shall inure to the benefit of any third party for the purpose of allowing any claim which would otherwise be barred under the Doctrine of Sovereign Immunity or by operation of law.

**SECTION 18. TERMINATION.** The District agrees that the Contractor may terminate this Agreement for cause by providing thirty (30) days written notice of termination to the District; provided, however, that the District shall be provided a reasonable opportunity to cure any failure under this Agreement. The Contractor agrees that the District may terminate this Agreement immediately for cause by providing written notice of termination to the Contractor. The District shall provide thirty (30) days written notice of termination without cause. Upon any termination of this Agreement, the Contractor shall be entitled to payment for all services rendered up until the effective termination of this Agreement, subject to whatever claims or off sets the District may have against the Contractor as the sole means of recovery for termination.

**SECTION 19. PUBLIC RECORDS.** Contractor understands and agrees that all documents of any kind provided to the District in connection with this Agreement may be public records, and, accordingly, Contractor agrees to comply with all applicable provisions of Florida law in handling such records, including but not limited to section 119.0701, *Florida Statutes*. Contractor acknowledges that the designated public records custodian for the District is **Lesley Gallagher** ("Public Records Custodian"). Among other requirements and to the extent applicable by law, the Contractor shall 1) keep and maintain public records required by the District to perform the service; 2) upon request by the Public Records Custodian, provide the District with the requested public records or allow the records to be inspected or copied within a reasonable time period at a cost that does not exceed the cost provided in Chapter 119, *Florida Statutes*; 3) ensure that public records which are exempt or confidential, and exempt from public records disclosure requirements, are not disclosed except as authorized by law for the duration of the contract term and following the contract term if the Contractor does not transfer the records

to the Public Records Custodian of the District; and 4) upon completion of the contract, transfer to the District, at no cost, all public records in Contractor's possession or, alternatively, keep, maintain and meet all applicable requirements for retaining public records pursuant to Florida laws. When such public records are transferred by the Contractor, the Contractor shall destroy any duplicate public records that are exempt or confidential and exempt from public records disclosure requirements. All records stored electronically must be provided to the District in a format that is compatible with Microsoft Word or Adobe PDF formats.

**IF THE CONTRACTOR HAS QUESTIONS REGARDING THE APPLICATION OF CHAPTER 119, *FLORIDA STATUTES*, TO THE CONTRACTOR'S DUTY TO PROVIDE PUBLIC RECORDS RELATING TO THIS CONTRACT, CONTACT THE CUSTODIAN OF PUBLIC RECORDS AT (904) 436-6270, LGALLAGHER@RIZZETTA.COM, OR AT 2806 NORTH FIFTH STREET, UNIT 403, ST. AUGUSTINE, FLORIDA 32084.**

**SECTION 20. SEVERABILITY.** The invalidity or unenforceability of any one or more provisions of this Agreement shall not affect the validity or enforceability of the remaining portions of this Agreement, or any part of this Agreement not held to be invalid or unenforceable.

**SECTION 21. HEADINGS FOR CONVENIENCE ONLY.** The descriptive headings in this Agreement are for convenience only and shall not control nor affect the meaning or construction of any of the provisions of this Agreement.

**SECTION 22. COUNTERPARTS.** This Agreement may be executed in any number of counterparts, each of which when executed and delivered shall be an original; however, all such counterparts together shall constitute, but one and the same instrument.

**SECTION 23. SCRUTINIZED COMPANIES STATEMENT.** Contractor certifies that it is not in violation of section 287.135, *Florida Statutes*, and is not prohibited from doing business with the District under Florida law, including but not limited to Scrutinized Companies with Activities in Sudan List or Scrutinized Companies with Activities in the Iran Petroleum Energy Sector List. If Contractor is found to have submitted a false statement, has been placed on the Scrutinized Companies with Activities in Sudan List or the Scrutinized Companies with Activities in the Iran Petroleum Energy Sector List, or has been engaged in business operations in Cuba or Syria, or is now or in the future on the Scrutinized Companies that Boycott Israel List, or engaged in a boycott of Israel, the District may immediately terminate the Contract.

**SECTION 24. ENTIRE AGREEMENT.** This instrument shall constitute the final and complete expression of the agreement between the parties relating to the subject matter of this Agreement.

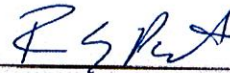
IN WITNESS WHEREOF, the parties hereto have executed this Agreement as of the day and year first written above.

ATTEST:



Secretary / Asst Secretary


ALTA LAKES COMMUNITY  
DEVELOPMENT DISTRICT

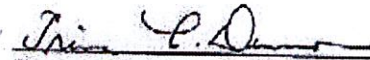


Chairman, Board of Supervisors

WITNESS:

SOLITUDE LAKE MANAGEMENT,  
LLC

  
Signature of Witness  
Karen J. Avery  
Print Name

 04/17/2020  
By: Trina L. Duncan  
Its: Business Manager

- Exhibit A:** Map of District Lakes  
**Exhibit B:** Scope of Services – Lake Maintenance & Debris Removal  
**Exhibit C:** Scope of Services – Spraying & Removal of Cattails



### Map of District Lakes



## Exhibit B: Scope of Services – Lake Maintenance & Debris Removal

Services Contract  
Page 4 of 7



### **SCHEDULE A – ANNUAL MANAGEMENT SERVICES**

#### Monitoring:

1. A SOLitude Biologist will visit the site and inspect the pond(s) on a ***two (2) times per month*** basis.
2. Observations and data collected during the inspections will be used to inform and guide all activities required to fulfill the requirements of this contract as specified in the description of services below.

#### Visual Inspections:

1. A visual inspection of the pond(s) will be performed during each visit to the site. The inspections shall include the following:
  - Water levels
  - Water clarity or quality
  - Turbidity
  - Beneficial Aquatic Vegetation
  - Nuisance, Invasive, or Exotic Aquatic Vegetation
  - Algae
  - Physical components such as above ground pipes, inlet and outlet structures, trash racks, emergency spillways, and dams
  - Erosion
  - Issues with shoreline and bank stabilization measures such as rip rap stone, bulkheads, retaining walls, etc.
  - Forebays and inflowing or outflowing swales, ditches, and stream channels
  - Vegetated buffers
  - Sedimentation
  - Nuisance animal activity
  - Fish habitat
  - Mosquito breeding conditions and habitat
  - Trash and debris
2. Any issues or deficiencies that are observed during this visual monitoring will be documented by our staff in the field notes of the service order completed at the time the issue was first observed and reported to the Customer in writing as part of that month's service report.
3. Customer will be notified immediately if there are any deficiencies observed that appear in the judgment of our staff to be posing an immediate risk or otherwise jeopardizing the integrity of the pond(s) structures.
4. The scope of these services is limited to what can be reasonably observed at the surface of the water and above the ground around the water that makes up the physical structure of the pond(s). These routine inspection services are not intended to replace any requirement or need for a more comprehensive engineered inspection, or any other type of inspection that would require expertise or equipment to survey the condition of the physical components of the pond(s) underground, underwater, or inside any of the associated structures.

#### Aquatic Weed Control:

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1. Pond(s) will be inspected on a **two (2) times per month** basis.
2. Any growth of undesirable aquatic weeds and vegetation found in the pond(s) with each inspection shall be treated and controlled through the application of aquatic herbicides and aquatic surfactants as required to control the specific varieties of aquatic weeds and vegetation found in the pond(s) at the time of application.
3. Invasive and unwanted submersed and floating vegetation will be treated and controlled preventatively and curatively each spring and early summer through the use of systemic herbicides at the rate appropriate for control of the target species. Application rates will be designed to allow for selective control of unwanted species while allowing for desirable species of submersed and emergent wetland plants to prosper.

Stocking for improved Weed Control:

1. **Triploid (Sterile) Grass Carp** will be stocked as appropriate to help prevent and control outbreaks of certain aquatic vegetation species. Stocking triploid grass carp should be considered as part of an Integrated Pest Management (IPM) program. Grass carp in these programs will often times reduce the amount of pesticides required to properly maintain ponds, helping to achieve our long-term goals of quality management through the restoration of ecological balance. Grass Carp are regulated by each state and permits will be obtained by the Company on behalf of the Customer. In situations or states where grass carp are not appropriate or legal, they will not be stocked.

Shoreline Weed Control:

1. Shoreline areas will be inspected on a **two (2) times per month** basis.
2. Any growth of cattails, phragmites, or other unwanted shoreline vegetation found within the pond areas shall be treated and controlled through the application of aquatic herbicides and aquatic surfactants as required for control of the plants present at time of application.
3. Any growth of unwanted plants or weeds growing in areas where stone has been installed for bank stabilization and erosion control shall be treated and controlled through the application of aquatic herbicides and aquatic surfactants as required to control the unwanted growth present at the time of application.

Pond Algae Control:

1. Pond(s) will be inspected on a **two (2) times per month** basis.
2. Any algae found in the pond(s) with each inspection shall be treated and controlled through the application of algaecides, aquatic herbicides, and aquatic surfactants as needed for control of the algae present at the time of service.

Trash Removal:

1. Trash and light debris will be removed from the pond(s) with each service and disposed off site. Any large item or debris that is not easily and reasonably removable by one person during the routine visit will be removed with the Customer's approval for an additional fee. Routine trash and debris removal services are for the pond areas only, and do not include any trash or debris removal from the surrounding terrestrial (dry land) areas.

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Permitting:

1. SOLitude staff will be responsible for the following:
  - a. Obtaining any Federal, state, or local permits required to perform any work specified in this contract where applicable.
  - b. Attending any public hearings or meetings with regulators as required in support of the permitting process.
  - c. Filing of any notices or year-end reports with the appropriate agency as required by any related permit.
  - d. Notifying the Customer of any restrictions or special conditions put on the site with respect to any permit received, where applicable.

Customer Responsibilities:

1. Customer will be responsible for the following:
  - a. Providing information required for the permit application process upon request.
  - b. Providing Certified Abutters List for abutter notification where required.
  - c. Perform any public filings or recordings with any agency or commission associated with the permitting process, if required.
  - d. Compliance with any Order of Conditions or other special requirements or conditions required by the local municipality.
  - e. Compliance and enforcement of temporary water-use restrictions where applicable.

Service Reporting:

1. Customer will be provided with a monthly service report detailing all of the work performed as part of this contract.

General Qualifications:

1. Company is a licensed pesticide applicator in the state in which service is to be provided.
2. Individual Applicators are Certified Pesticide Applicators in Aquatics, Public Health, Forestry, Right of Way, and Turf/Ornamental as required in the state in which service is to be provided.
3. Company is a SePRO Preferred Applicator and dedicated Steward of Water. Each individual applicator has been trained and educated in the water quality testing and analysis required for site specific water quality management prescriptions and utilizes an integrated approach that encompasses all aspects of ecologically balanced management. Each applicator has received extensive training in the proper selection, use, and application of all aquatic herbicides, algaecides, adjuvants, and water quality enhancement products necessary to properly treat our Customers' lakes and ponds as part of an overall integrated pest management program.
4. Company guarantees that all products used for treatment are EPA registered and labeled as appropriate and safe for use in lakes, ponds, and other aquatic sites, and are being applied in a manner consistent with their labeling.
5. All pesticide applications made directly to the water or along the shoreline for the control of algae, aquatic weeds, or other aquatic pests as specified in this contract will

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6. Company will continue to maintain all appropriate training and licensing necessary to perform all specified work in a safe and legal manner throughout the entire contract period.
7. Company will furnish personnel, equipment, boats, materials, and other items required to provide the foregoing at his expense.

14

## **Exhibit C:**

### **Scope of Services – Spraying & Removal of Cattails**

Services Contract  
Page 4 of 5



#### **SCHEDULE A - TREATMENT SERVICES**

##### **Shoreline Treatment:**

1. Any growth of cattails, Phragmites, or other unwanted shoreline vegetation found within the lake area shall be treated through the application of aquatic herbicides and aquatic surfactants as required for control of the plants present at time of application.
2. Application of herbicides will coincide with normal monthly waterway visits.
3. Company shall not be responsible for any growth that is not visible at the time of applications.
4. Option to remove cattails and associated vegetation approx. two weeks after herbicide treatment. Removal must be done during either spring or winter months due to increased workload during summer months. Removal must be scheduled prior to April 30<sup>th</sup> or after November 1<sup>st</sup>, 2020.

##### **Permitting:**

1. SOLitude staff will be responsible for the following:
  - a. Obtaining any Federal, state, or local permits required to perform any work specified in this contract where applicable.
  - b. Attending any public hearings or meetings with regulators as required in support of the permitting process.
  - c. Filing of any notices or year-end reports with the appropriate agency as required by any related permit.
  - d. Notifying the Customer of any restrictions or special conditions put on the site with respect to any permit received, where applicable.

##### **Customer Responsibilities:**

1. Customer will be responsible for the following:
  - a. Providing information required for the permit application process upon request.
  - b. Providing Certified Abutters List for abutter notification where required.
  - c. Perform any public filings or recordings with any agency or commission associated with the permitting process, if required.
  - d. Compliance with any Order of Conditions or other special requirements or conditions required by the local municipality.
  - e. Compliance and enforcement of temporary water-use restrictions where applicable.

##### **General Qualifications:**

1. Company is a licensed pesticide applicator in the state in which service is to be provided.
2. Individual Applicators are Certified Pesticide Applicators in Aquatics, Public Health, Forestry, Right of Way, and Turf/Ornamental as required in the state in which service is to be provided.
3. Company is a SePRO Preferred Applicator and dedicated Steward of Water. Each individual applicator has been trained and educated in the water quality testing and analysis required for prescriptive site-specific water quality management and utilizes an integrated approach that encompasses all aspects of ecologically balanced

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management. Each applicator has received extensive training in the proper selection, use, and application of all aquatic herbicides, algaecides, adjuvants, and water quality enhancement products necessary to properly treat our Customers' lakes and ponds as part of an overall integrated pest management program.

4. Company guarantees that all products used for treatment are EPA registered and labeled as appropriate and safe for use in lakes, ponds, and other aquatic sites, and are being applied in a manner consistent with their labeling.
5. All pesticide applications made directly to the water or along the shoreline for the control of algae, aquatic weeds, or other aquatic pests as specified in this contract will meet or exceed all of the Company's legal regulatory requirements as set forth by the EPA and related state agencies for NPDES and FIFRA. Company will perform treatments that are consistent with NPDES compliance standards as applicable in and determined by the specific state in which treatments are made. All staff will be fully trained to perform all applications in compliance with all federal, state, and local law.
6. Company will furnish the personnel, vehicles, boats, equipment, materials, and other items required to provide the forgoing at his expense.

**Spraying and removal of cattails on sites 8, 9, & 11:           \$ 2,094.00**

**Aquatic Maintenance Services Proposal(s)**  
*(Under Separate Cover)*



## **Tab 11**



Florida LDS & Excavation dba Oak Wells Aquatics

8608 Beach Blvd

Jacksonville, FL 32216

Tel (904) 619-3281

Tony Hall CPC1458530

[tony@oakwellsaquatics.com](mailto:tony@oakwellsaquatics.com)

[www.oakwellsaquatics.com](http://www.oakwellsaquatics.com)

**Proposal:**

- Scope Of Work:
- Drain the pool and release the hydrostatic pressure with tech on site.
- Chip and replace 6 2x2 white tiles, chip out and replace 2 6x6 nonskid black tiles
- Remove all expansion crack caulking and replace with new SIKA 1A caulking.
- Fix large crack possibly with staples if required on splash pad and fill in.
- Paint with like color of the entire splash pad area.

Cost: \$10,256.28

**Assumptions:**

- There might be the possibility of extra tiles coming of while pulling the caulk out of the expansion joint. This will result an AWO being issued
- We will be possibly be installing staples to the floor of the splash pad if needed. We have cost in the budget for this. If not needed there will be a reduction in cost
- In the event that the existing finish is in such poor condition that it must all be removed in preparation for new finish there may be additional labor charges at \$20. SF.
- If more than the usual standard prep of 10% removal is required but less than 100% the additional labor will be prorated accordingly.
- The proposal only applies the removal of one layer of tile, there will be additional work order if more tile is discovered.
- Dumpster at site for Pool Debris Only, if debris is added the dumpster cost will be charge to the CCD or Board.
- Oak Wells Aquatics we not be responsible of removal or installation of fence, that has to be installed to Florida state safety standards
- . Building Materials Price Escalation and Supply Chain Delays: If, during the performance of the Work, the price of building material significantly increases, through
- no fault of the Contractor, the price shall be equitably adjusted by an amount reasonably necessary to cover the actual price increases, without any markup for profit or
- overhead. As used herein, a significant price increase shall mean an increase of 5% or more in the price of any building materials from the date of the Contract signing. Such
- price increases shall be documented through quotes, invoices, or receipts. Where the delivery of material is delayed, through no fault of the Contractor, as a result of the
- shortage or unavailability of building materials and/or supply chain issues, the Contract price and/or time shall be equitably adjusted for the actual additional costs and/or time
- associated with such delay(s).

GENERAL EXCLUSIONS (May not be specific to this job unless expressly stated above)

- Dewatering of any kind. Entire job site pertaining to pool, plumbing routes, and collection tank area must be dewatered dry for the entire duration of construction.
- De-mucking of pool area
- Potable water for ADA chair by others (if water powered)
- Backwash Sump and tie in
- GC Electrician to bring power to equipment area with sub panel
- Hauling of excavated spoils by others
- Tie into storm drain by others
- Additional fill dirt and compaction for pool floor
- Perimeter structural walls
- Equipment room/area barrier
- Cost to fill pool
- Pool deck by others
- Pool deck drain by others
- Automation on equipment packs
- Fencing by others
- Gas hookup by others
- Outdoor Shower
- Eye wash stations
- Zypex additive to the concrete
- Excavation is under normal soil conditions. Any rock, stone or other material that can't be excavated in normal conditions will be at the cost of the General Contractor (or others) to remove.

AGREED CONDITION: Engineered plans provided by Owner will form a part of this contract. The contract document defines the scope of work to be performed by Oak Wells Aquatics for the stated contract amount. Items not covered list are the owner's responsibility and are not part of the contract amount

2. PERMITS: Contractor will obtain and pay for local building permit required on his work. Owner shall furnish any necessary variances. Contractor will pay sales tax on all equipment and materials used in his work.
3. CONSTRUCTION SCHEDULE: Contractor agrees to do all work provided in this contract in a good and workmanlike manner, but shall not be held responsible for delay or failure to perform work when due to acts of God, weather, government prohibition or reasons beyond his control.
4. LOCATION: Owner to confirm pool location being within his property lines, taking into account all set back lines. When contractor begins work, the owner or his authorized agent will approve the layout of the pool and other improvements to be constructed under this contract. The owner or his agent shall verify his approval of layout, location, and finish grade by signature on plans and/or excavation foreman's check sheet.
5. ACCESS: It is understood that the owner will permit and maintain free access to the pool site and adequate working room. It is further understood that contractor will not be held responsible when it is necessary to cross sidewalks, curbs, driveways, grassed areas, or any terrain which might be damaged or marred by equipment passage to reach job site. Contractor will at all times exercise reasonable care to prevent needless damage to owner's property and property of others.
6. SITE PREPARATION: Contractor is not responsible for moving fences or replanting of shrubs or trees. If clearing of land, removal of stumps, or any special site preparation is required, owner will perform it unless fully detailed in section entitled "Additional Work".
7. UTILITIES: Owner will furnish, at no charge to the contractor, electricity and water for building and filling the pool.

8. GRADING & EXCAVATION: Contractor's responsibility for grading of site under this contract shall be limited to the immediate pool area including space for piping. Without exact data to the contrary, contractor assumes that topographic variation of the above delineated pool site will not exceed two (2) feet vertical measurement at the time construction is initiated.

Contractor will perform all normal excavation for pool installation as covered under this contract. The following are to be considered as abnormal conditions and are additional work to be paid for by the owner in accordance with paragraph 12, "Additional Work" of this contract:

1) Rock formations, boulders, mass concrete or any conditions requiring blasting of air tool work.

2) Inadequate soil-bearing capacity requiring such means of support as piling, grade beams or any other special methods including over-excavation with sand and/or stone backfill.

3) Underground utilities requiring relocation or removal.

In the absence of written acknowledgement to the contrary, contractor assumes that the site is not fill ground and that there are no underground obstructions of any kind that will interfere with his phase of the work. Contractor will not be held liable for floatation of the pool shell if such should occur because of conditions beyond his control. The owner will be informed, soon as possible, of any abnormal conditions encountered in grading and/or excavation. Contractor will use excavated earth to rough grade backfill against pool shell. Owner will furnish and install additional fill required to complete backfill for patio when constructed by others.

4. WARRANTY: When final stage completion invoice is rendered, owner will complete and sign Acceptance and Warranty Certification. Warranty is void unless:

Acceptance and Warranty Certificate is completed, signed by owner and dated by an authorized representative of contractor.

5. ADDITIONAL WORK: This proposal includes only work expressed in writing. For owner protection, supplemental written agreement must be signed prior to doing the work. Our estimating department must make all price quotations. No one on the job is qualified or authorized to quote prices. Payment for additional work is due upon signed Additional Work Order (AWO).

6. EXCEPTIONS: In order to be honored, any exceptions including changes, additions, and/or deletions affecting this contract must be clearly specified and responsibility firmly fixed below.

Your acceptance of this proposal by signature below, and return of this form to our office, will constitute a contract entered into in accordance with the specifications, conditions, and remarks stated herein.

7. DRAW SCHEDULE: Payments will be as followed:

Stage completion invoices are due upon presentation. In the event of default in the payment schedule above set out, work will cease and the owner will be liable for the payment of the amount then due plus 10% of the unpaid balance plus any expenses

incurred in collecting the same including 18% attorney's fees. Any loss resulting from delay in construction caused by the owner through obstruction or desire for change shall be paid for by the owner.

DRAW SCHEDULE: Payments will be as followed:

Dated:\_\_\_\_\_

**Oak Wells Aquatics**

By: \_\_\_\_\_

Accepted this \_\_\_\_\_ day of \_\_\_\_\_ 2022

Signature: \_\_\_\_\_

**Owner:**

By: \_\_\_\_\_

Accepted this \_\_\_\_\_ day of \_\_\_\_\_ 2022

Signature: \_\_\_\_\_

## **Tab 12**

# **T & M Electric of Clay County, LLC.**

200 College Drive  
Orange Park, Florida 32065

**Phone:** (904)-272-0272

**Fax:** (904)-276-7689

## **PROPOSAL**

**DATE:** August 18, 2022

**PROPOSAL SUBMITTED TO:** Tony Shiver  
1st Coast CMS., LLC.  
Jacksonville, Florida

### **Project: Alta Lakes Amenity Mailbox Lighting**

1. Provide labor and materials to install one fiber glass direct bury light pole with (2) flood lights adjacent to gang mailbox area. The new light fixtures will be wired to existing lighting circuits.

Total Cost: \$3,450.00

Allow 6-12 weeks for new lights and pole to arrive.

Proposal excludes all cutting and patching of existing surfaces.  
Excludes repair of existing landscaping.

Please let me know if you have any questions.

Sincerely,



Jerry Anderson  
Project Manager

## **TAB 13**



# **Full Reserve Study Alta Lakes Community Development District Jacksonville, Florida**



**Prepared for FY 2022  
Report Date: July 29, 2022**



July 29, 2022

Ms. Carol Brown, Regional District Manager  
Rizzetta & Company  
2806 North Fifth Street, Unit 403  
St. Augustine Florida 32084

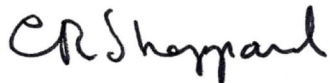
Re: Reserve Study Report for Alta Lakes Community Development District

Dear Ms. Brown:

Community Advisors is pleased to provide this Reserve Study report for the above referenced District. A site visit was conducted to determine the condition of your major components and provide an opinion of their remaining useful life.

We have developed a plan to fund future capital component replacements which is dependent on adequate funding, component maintenance, usage, weather and other factors. Component replacement cost is determined using local vendors and industry standard publications. This Reserve Study was prepared under the guidelines of the National Reserve Study Standards which is administrated by CAI and the Standards of Practice establish by APRA. Once you have reviewed this report and considered recent expenditures and any historic cost data, we will make necessary adjustments

Respectively submitted,



Charles R. Sheppard *RS PRA CCI*  
Professional Reserve Analyst

10459 Hunters Creek Court  
Jacksonville, FL 32256  
(904) 303-3275  
[www.communityadvisors.com](http://www.communityadvisors.com)



## **SPECIAL NOTICE**

**THIS RESERVE ANALYSIS INCLUDED A VISUAL OBSERVATION OF MAJOR COMPONENTS FOR YOUR PROPERTY. NO DESTRUCTION TESTING OR OTHER TESTING WAS CONDUCTED TO DETERMINE COMPONENT CONDITION. OUR ANALYSIS INCLUDES COMPONENTS WITH REPLACEMENT COST AND USEFUL LIFE PROJECTIONS THAT ARE TYPICAL FOR THIS TYPE OF FACILITY.**

**THIS ANALYSIS IS NOT A SAFETY INSPECTION OR STRUCTURAL INSPECTION AND WE RECOMMEND THE ASSOCIATION CONDUCT THOSE INSPECTIONS ON A REGULAR BASIS WITH OTHER CONSULTANTS.**

# TABLE OF CONTENTS

## EXECUTIVE SUMMARY

Executive Summary .....	1-1
Financial Summary - Recommended Funding Plan .....	1-2
Recommended Funding Plan Projection .....	1-3
Current Funding Plan vs Recommended Funding Plan .....	1-4

## CURRENT FUNDING PLAN

Financial Summary - Current Funding Plan .....	2-1
Current Funding Plan Projection .....	2-2

## CASH FLOW

Income & Expense Spreadsheet .....	3-1
------------------------------------	-----

## EXPENDITURE DETAIL

Annual Expenditure Detail .....	4-1
Asset Current Cost by Category .....	4-7

## COMPONENT INVENTORY

Component Inventory .....	5-1
Component Detail Index .....	5-4
Component Detail .....	5-7

## DISCLOSURES & INFORMATION

Report Navigation .....	6-1
Methodology & Information .....	6-2
Terms of Service .....	6-3
Definitions .....	6-4

# Executive Summary

## Account Information

Account Name	<b>Alta Lakes Community Development District</b>	Account Number	<b>1815</b>
City	<b>Jacksonville</b>	Last Site Visit	<b>July, 21 2022</b>
State	<b>Florida</b>	Report Date	<b>July, 29 2022</b>
In Service Date	<b>January, 1 2020</b>	Report Version	<b>1</b>
Total Units	<b>500</b>	Fiscal Year Start	<b>October, 1 2022</b>
Study Level	<b>Level I Reserve Study</b>	Fiscal year End	<b>September, 30 2023</b>

---

## Reserve Fund Information

Current Component Replacement Cost	<b>\$826,735</b>
Number of Components	<b>57</b>
Reserve Fund Beginning Balance	<b>\$0</b>
Billing Term	<b>Annually</b>

---

## Component Funding (Straight Line)

Recommended First Year Reserve Fund Contribution	<b>\$57,571</b>
Interest Rate on Reserve Deposits	<b>0%</b>
Inflation Rate on Replacement Cost	<b>0%</b>

---

## Pooled Cash (Current Funding Plan)

Current Year Reserve Fund Contribution	<b>\$25,000</b>
Interest Rate on Reserve Deposits	<b>Variable</b>
Inflation Rate on Replacement Cost	<b>Variable</b>
Annual Contribution Increases	<b>3.0%</b>

---

## Pooled Cash (Recommended Funding Plan)

Recommended First Year Reserve Fund Contribution	<b>\$55,472</b>
Interest Rate on Reserve Deposits	<b>Variable</b>
Inflation Rate on Replacement Cost	<b>Variable</b>
Annual Contribution Increases	<b>3.0%</b>

---

## Comments

- Current funding level is not adequate for future component replacement.
- Recommended funding plan requires larger contributions for adequate funding.

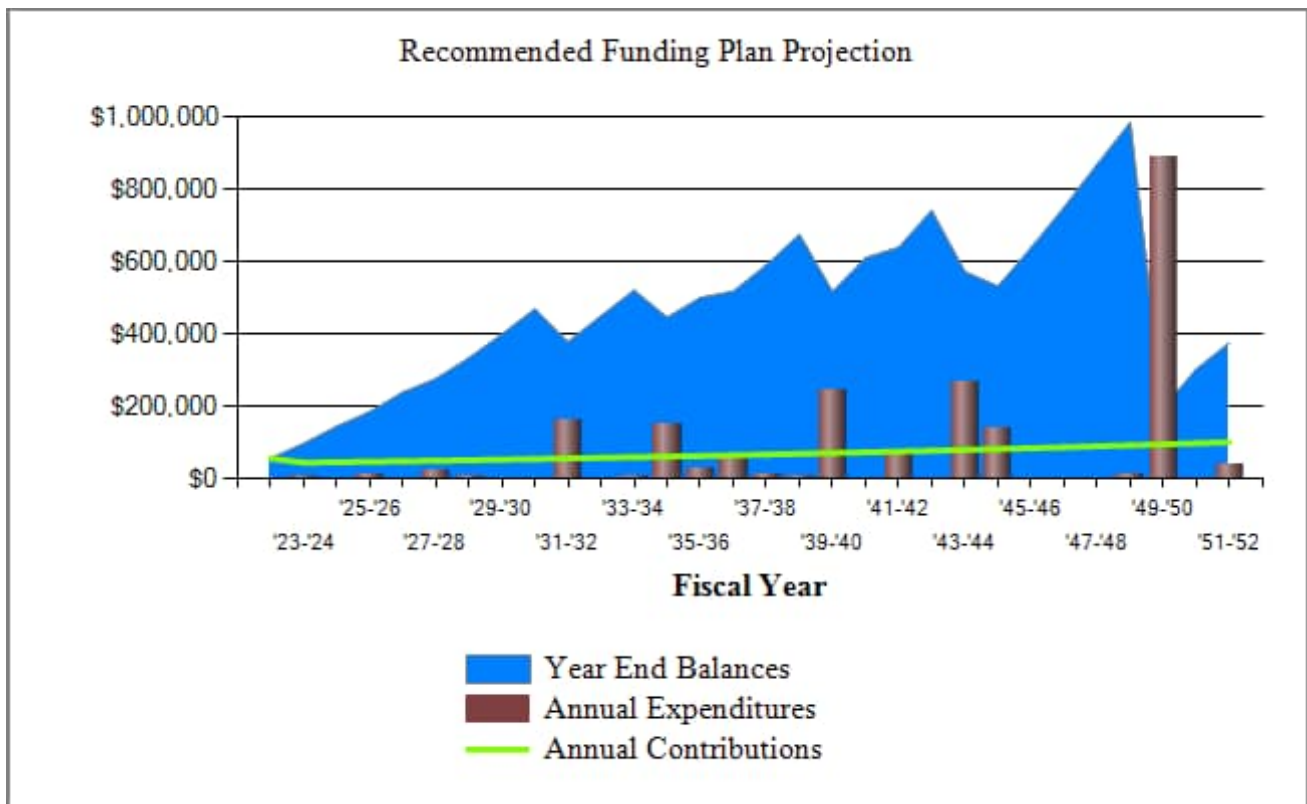
**Alta Lakes Community Development District  
Financial Summary - Recommended Funding Plan**

Beginning Balance: \$0

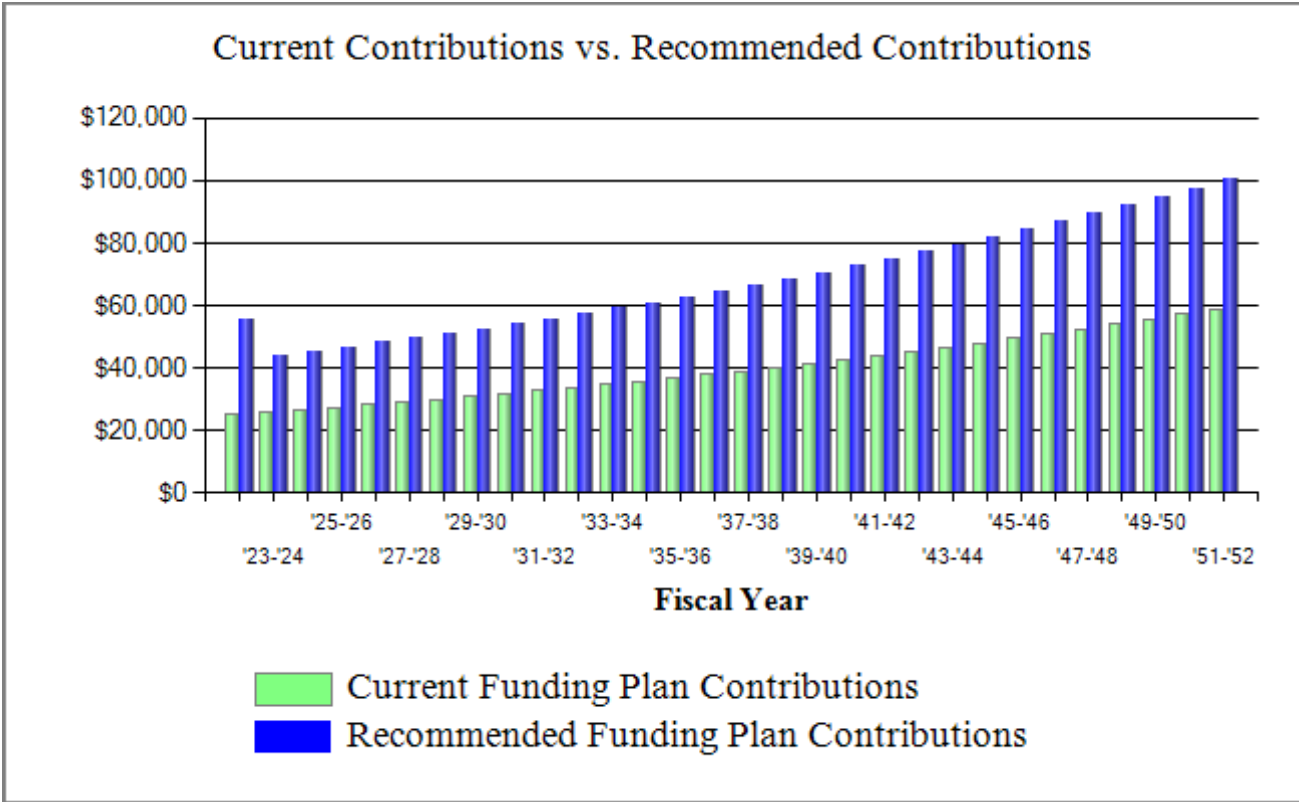
Fully Funded: \$131,485

Tax Rate:0%

Year	Replacement Cost	Inflation Rate	Annual Reserve Contribution	Other Income	Interest Rate	Net Interest	Projected Expenditure	Year End Balance	Year End Fully Funded	Year End %Funded
22-23	826,735	6.0%	55,472	0	0.50%	277		55,750	185,832	30%
23-24	876,339	5.0%	43,954	0	1.00%	954	4,262	96,396	239,206	40%
24-25	920,156	4.0%	45,272	0	1.50%	2,125		143,794	299,274	48%
25-26	956,962	3.0%	46,631	0	2.00%	3,616	9,602	184,439	350,377	53%
26-27	985,671	3.0%	48,030	0	2.50%	5,812		238,280	414,463	57%
27-28	1,015,241	3.0%	49,470	0	3.00%	8,034	19,944	275,841	461,537	60%
28-29	1,045,699	3.0%	50,955	0	3.50%	11,260	5,085	332,970	526,983	63%
29-30	1,077,070	3.0%	52,483	0	3.50%	13,491		398,944	601,335	66%
30-31	1,109,382	3.0%	54,058	0	3.50%	15,855		468,857	679,674	69%
31-32	1,142,663	3.0%	55,679	0	3.50%	12,761	159,927	377,370	597,447	63%
32-33	1,176,943	3.0%	57,350	0	3.50%	15,215		449,935	679,341	66%
33-34	1,212,251	3.0%	59,070	0	3.50%	17,609	5,895	520,719	759,540	69%
34-35	1,248,619	3.0%	60,842	0	3.50%	15,063	151,181	445,444	694,477	64%
35-36	1,286,077	3.0%	62,668	0	3.50%	16,900	25,265	499,746	759,192	66%
36-37	1,324,660	3.0%	64,548	0	3.50%	17,513	63,931	517,876	788,119	66%
37-38	1,364,400	3.0%	66,484	0	3.50%	19,973	13,690	590,643	871,822	68%
38-39	1,405,332	3.0%	68,479	0	3.50%	22,830	6,834	675,118	967,322	70%
39-40	1,447,491	3.0%	70,533	0	3.50%	17,483	246,140	516,994	821,494	63%
40-41	1,490,916	3.0%	72,649	0	3.50%	20,637		610,280	927,176	66%
41-42	1,535,644	3.0%	74,828	0	3.50%	21,613	67,603	639,118	968,828	66%
42-43	1,581,713	3.0%	77,073	0	3.50%	25,067		741,258	1,083,865	68%
43-44	1,629,164	3.0%	79,386	0	3.50%	19,344	267,945	572,043	928,948	62%
44-45	1,678,039	3.0%	81,767	0	3.50%	17,983	140,004	531,789	903,820	59%
45-46	1,728,381	3.0%	84,220	0	3.50%	21,560		637,570	1,024,879	62%
46-47	1,780,232	3.0%	86,747	0	3.50%	25,351		749,667	1,152,387	65%
47-48	1,833,639	3.0%	89,349	0	3.50%	29,366		868,382	1,286,624	67%
48-49	1,888,648	3.0%	92,030	0	3.50%	33,293	9,184	984,520	1,418,418	69%
49-50	1,945,307	3.0%	94,790	0	3.50%	6,581	891,286	194,605	648,680	30%
50-51	2,003,667	3.0%	97,634	0	3.50%	10,228		302,468	777,047	39%
51-52	2,063,777	3.0%	100,563	0	3.50%	12,687	40,542	375,176	870,774	43%



This chart illustrates how the recommended funding plan performs over time.



This chart illustrates annual expenditures and compares the current funding plan to the recommended funding plan.



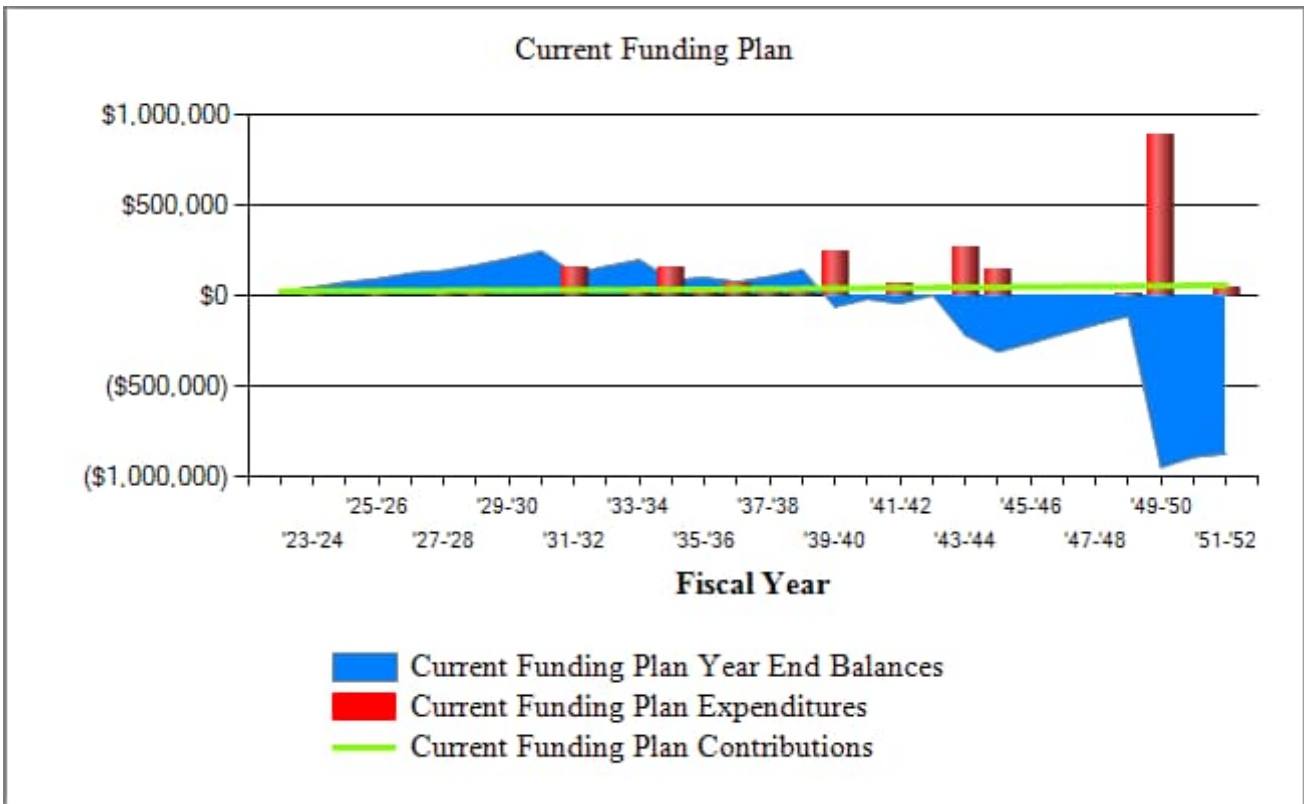
# Alta Lakes Community Development District Financial Summary - Current Funding Plan

Beginning Balance: \$0

Fully Funded: \$131,485

Tax Rate:0%

Year	Replacement Cost	Inflation Rate	Annual Reserve Contribution	Other Income	Interest Rate	Net Interest	Projected Expenditure	Year End Balance	Year End Fully Funded	Year End %Funded
22-23	826,735	6.0%	25,000	0	0.50%	125		25,125	185,832	14%
23-24	876,339	5.0%	25,750	0	1.00%	466	4,262	47,080	239,206	20%
24-25	920,156	4.0%	26,523	0	1.50%	1,104		74,706	299,274	25%
25-26	956,962	3.0%	27,318	0	2.00%	1,848	9,602	94,271	350,377	27%
26-27	985,671	3.0%	28,138	0	2.50%	3,060		125,469	414,463	30%
27-28	1,015,241	3.0%	28,982	0	3.00%	4,035	19,944	138,542	461,537	30%
28-29	1,045,699	3.0%	29,851	0	3.50%	5,716	5,085	169,023	526,983	32%
29-30	1,077,070	3.0%	30,747	0	3.50%	6,992		206,762	601,335	34%
30-31	1,109,382	3.0%	31,669	0	3.50%	8,345		246,777	679,674	36%
31-32	1,142,663	3.0%	32,619	0	3.50%	4,181	159,927	123,650	597,447	21%
32-33	1,176,943	3.0%	33,598	0	3.50%	5,504		162,751	679,341	24%
33-34	1,212,251	3.0%	34,606	0	3.50%	6,701	5,895	198,163	759,540	26%
34-35	1,248,619	3.0%	35,644	0	3.50%	2,892	151,181	85,518	694,477	12%
35-36	1,286,077	3.0%	36,713	0	3.50%	3,394	25,265	100,361	759,192	13%
36-37	1,324,660	3.0%	37,815	0	3.50%	2,599	63,931	76,843	788,119	10%
37-38	1,364,400	3.0%	38,949	0	3.50%	3,574	13,690	105,676	871,822	12%
38-39	1,405,332	3.0%	40,118	0	3.50%	4,864	6,834	143,823	967,322	15%
39-40	1,447,491	3.0%	41,321	0	3.50%		246,140	-60,996	821,494	
40-41	1,490,916	3.0%	42,561	0	3.50%			-18,435	927,176	
41-42	1,535,644	3.0%	43,838	0	3.50%		67,603	-42,201	968,828	
42-43	1,581,713	3.0%	45,153	0	3.50%	103		3,055	1,083,865	0%
43-44	1,629,164	3.0%	46,507	0	3.50%		267,945	-218,383	928,948	
44-45	1,678,039	3.0%	47,903	0	3.50%		140,004	-310,484	903,820	
45-46	1,728,381	3.0%	49,340	0	3.50%			-261,144	1,024,879	
46-47	1,780,232	3.0%	50,820	0	3.50%			-210,325	1,152,387	
47-48	1,833,639	3.0%	52,344	0	3.50%			-157,980	1,286,624	
48-49	1,888,648	3.0%	53,915	0	3.50%		9,184	-113,250	1,418,418	
49-50	1,945,307	3.0%	55,532	0	3.50%		891,286	-949,004	648,680	
50-51	2,003,667	3.0%	57,198	0	3.50%			-891,806	777,047	
51-52	2,063,777	3.0%	58,914	0	3.50%		40,542	-873,434	870,774	



This chart illustrates how the CDD's current funding plan will perform over time.

**Alta Lakes Community Development District  
Income & Expense Spreadsheet**

	<b>22-23</b>	<b>23-24</b>	<b>24-25</b>	<b>25-26</b>	<b>26-27</b>	<b>27-28</b>	<b>28-29</b>	<b>29-30</b>	<b>30-31</b>	<b>31-32</b>
<b>Beginning Balance</b>		55,750	96,396	143,794	184,439	238,280	275,841	332,970	398,944	468,857
<b>Annual Assessment</b>	55,472	43,954	45,272	46,631	48,030	49,470	50,955	52,483	54,058	55,679
<b>Interest Earned</b>	277	954	2,125	3,616	5,812	8,034	11,260	13,491	15,855	12,761
<b>Expenditures</b>		4,262		9,602		19,944	5,085			159,927
<b>Fully Funded Reserves</b>	185,832	239,206	299,274	350,377	414,463	461,537	526,983	601,335	679,674	597,447
<b>Percent Fully Funded</b>	30%	40%	48%	53%	57%	60%	63%	66%	69%	63%
<b>Ending Balance</b>	55,750	96,396	143,794	184,439	238,280	275,841	332,970	398,944	468,857	377,370

**Description**

Misc. Site Components

Refurbishment Allowance - Monument Signs

**Misc. Site Components Total:**

Streets/Parking Lots

Asphalt Mill/Overlay - Parking Lot

Asphalt Seal Coat - Parking Lot

**Streets/Parking Lots Total:**

Fencing & Gates

Aluminum Fence 4 Ft - Playground

Aluminum Fence 4 Ft - Pool

Chain Link VC Fence - Dog Park

Chain Link VC Fence - Pickleball Courts

Vinyl Ranch Fence

**Fencing & Gates Total:**

Stormwater System

Control Structure/Pipe Allowance

Pond Fountain Allowance

Stormwater System Evaluation Allowance

**Stormwater System Total:**

Site Lighting

LED Fixtures - Amenity (reuse poles)

**Site Lighting Total:**

**Alta Lakes Community Development District  
Income & Expense Spreadsheet**

	22-23	23-24	24-25	25-26	26-27	27-28	28-29	29-30	30-31	31-32
<b>Description</b>										
Misc. Building Components										
Refurbishment Allowance - Restrooms										
Window/Door Allowance - Clubhouse										
<b>Misc. Building Components Total:</b>										
Roofing										
Aluminum Gutters/DS										
Asphalt Shingles - Clubhouse										
Raised Ridge Metal Roof - Clubhouse										
<b>Roofing Total:</b>										
Exterior Painting										
Clubhouse/Breezeway						13,644				
<b>Exterior Painting Total:</b>						<b>13,644</b>				
Flooring										
Carpet - Club Room						2,147				
Carpet - Fitness Room						4,153				
<b>Flooring Total:</b>						<b>6,300</b>				
Furniture Fixtures & Equipment										
Access Control System Allowance									11,748	
Cluster Mailboxes										
Fitness Equipment Replacement Allowance										
Furniture Replacement Allowance - Club Room										
Park Bench - Expanded Metal										
Pool Furniture Replacement Allowance										
Water Coolers										
<b>Furniture Fixtures &amp; Equipment Total:</b>									<b>11,748</b>	
HVAC										
Heat Pump (3.5 Ton) - Club Room									7,740	
Heat Pump (3.5 Ton) - Fitness Room									7,740	
<b>HVAC Total:</b>									<b>15,480</b>	

22-23	23-24	24-25	25-26	26-27	27-28	28-29	29-30	30-31	31-32
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Description		
Swimming Pool		
Concrete Pavers - Pool Deck		
Play Equipment Allowance - Splash Pad		
Pool Filtration Refurbishment Allowance		
Pool Lift		
Pool Resurfacing/Tile		102,610
Resurfacing - Splash Pad		18,624
Shade Structure Replacement		
Swimming Pool Total:		121,234
Pickleball Courts		
Asphalt Resurfacing (color coat)	5,551	6,628
Pickleball Court Replacement		
Shade Structure		
Pickleball Courts Total:	5,551	6,628
Playground		
Plastic Play Surface Border		
Play Equipment Allowance		
Playground Total:		
Operating Expense		
Electrical Panels/Devices	Unfunded	
Fitness Equipment Partial Replacement	Unfunded	
FurniturePartial Replacement - Club Room	Unfunded	
Irrigation System	Unfunded	
Landscaping	Unfunded	
Message Board	Unfunded	
Play Surface (mulch)	Unfunded	
Pool Filtration Partial Replacement	Unfunded	
Pool Furniture Partial Replacement	Unfunded	
Sand Replenishment/Net - Volleyball Court	Unfunded	
Shade Structure Fabric - Pool	Unfunded	

**Alta Lakes Community Development District  
Income & Expense Spreadsheet**

<b>Description</b>	<b>22-23</b>	<b>23-24</b>	<b>24-25</b>	<b>25-26</b>	<b>26-27</b>	<b>27-28</b>	<b>28-29</b>	<b>29-30</b>	<b>30-31</b>	<b>31-32</b>
<b>Components Not Included</b>										
Building Foundation/Frame	<i>Unfunded</i>									
Communication Lines To/In Building	<i>Unfunded</i>									
Pond Dredging	<i>Unfunded</i>									
Pool Shell	<i>Unfunded</i>									
Utility Lines to/In Building	<i>Unfunded</i>									
<b>Year Total:</b>		<b>4,262</b>		<b>9,602</b>		<b>19,944</b>	<b>5,085</b>			<b>159,927</b>

**Alta Lakes Community Development District  
Income & Expense Spreadsheet**

	<b>32-33</b>	<b>33-34</b>	<b>34-35</b>	<b>35-36</b>	<b>36-37</b>	<b>37-38</b>	<b>38-39</b>	<b>39-40</b>	<b>40-41</b>	<b>41-42</b>
<b>Beginning Balance</b>	377,370	449,935	520,719	445,444	499,746	517,876	590,643	675,118	516,994	610,280
<b>Annual Assessment</b>	57,350	59,070	60,842	62,668	64,548	66,484	68,479	70,533	72,649	74,828
<b>Interest Earned</b>	15,215	17,609	15,063	16,900	17,513	19,973	22,830	17,483	20,637	21,613
<b>Expenditures</b>		5,895	151,181	25,265	63,931	13,690	6,834	246,140		67,603
<b>Fully Funded Reserves</b>	679,341	759,540	694,477	759,192	788,119	871,822	967,322	821,494	927,176	968,828
<b>Percent Fully Funded</b>	66%	69%	64%	66%	66%	68%	70%	63%	66%	66%
<b>Ending Balance</b>	449,935	520,719	445,444	499,746	517,876	590,643	675,118	516,994	610,280	639,118

**Description**

Misc. Site Components

Refurbishment Allowance - Monument Signs

**Misc. Site Components Total:**

Streets/Parking Lots

Asphalt Mill/Overlay - Parking Lot

Asphalt Seal Coat - Parking Lot

**Streets/Parking Lots Total:**

Fencing & Gates

Aluminum Fence 4 Ft - Playground

Aluminum Fence 4 Ft - Pool

Chain Link VC Fence - Dog Park

Chain Link VC Fence - Pickleball Courts

Vinyl Ranch Fence

**Fencing & Gates Total:**

Stormwater System

Control Structure/Pipe Allowance

Pond Fountain Allowance

Stormwater System Evaluation Allowance

**Stormwater System Total:**

Site Lighting

LED Fixtures - Amenity (reuse poles)

**Site Lighting Total:**

67,603

5,895

6,834

**5,895**

**6,834**

**67,603**

5,776

57,996

**5,776**

**57,996**

63,931

**63,931**

**32-33    33-34    34-35    35-36    36-37    37-38    38-39    39-40    40-41    41-42**

Description		
Misc. Building Components		
Refurbishment Allowance - Restrooms		54,907
Window/Door Allowance - Clubhouse		
Misc. Building Components Total:		54,907
Roofing		
Aluminum Gutters/DS		
Asphalt Shingles - Clubhouse		49,304
Raised Ridge Metal Roof - Clubhouse		
Roofing Total:		49,304
Exterior Painting		
Clubhouse/Breezeway	17,284	
Exterior Painting Total:	17,284	
Flooring		
Carpet - Club Room	2,719	
Carpet - Fitness Room	5,261	
Flooring Total:	7,980	
Furniture Fixtures & Equipment		
Access Control System Allowance		
Cluster Mailboxes		
Fitness Equipment Replacement Allowance		35,017
Furniture Replacement Allowance - Club Room		14,007
Park Bench - Expanded Metal		12,606
Pool Furniture Replacement Allowance		52,526
Water Coolers	4,531	
Furniture Fixtures & Equipment Total:	4,531	114,156
HVAC		
Heat Pump (3.5 Ton) - Club Room		
Heat Pump (3.5 Ton) - Fitness Room		
HVAC Total:		



**32-33    33-34    34-35    35-36    36-37    37-38    38-39    39-40    40-41    41-42**

Description		
Swimming Pool		
Concrete Pavers - Pool Deck		
Play Equipment Allowance - Splash Pad	6,796	
Pool Filtration Refurbishment Allowance		
Pool Lift	6,343	
Pool Resurfacing/Tile		
Resurfacing - Splash Pad		
Shade Structure Replacement		23,812
<b>Swimming Pool Total:</b>	<b>13,140</b>	<b>23,812</b>
Pickleball Courts		
Asphalt Resurfacing (color coat)	7,914	
Pickleball Court Replacement		
Shade Structure		
<b>Pickleball Courts Total:</b>	<b>7,914</b>	
Playground		
Plastic Play Surface Border		3,962
Play Equipment Allowance	75,515	
<b>Playground Total:</b>	<b>75,515</b>	<b>3,962</b>
Operating Expense		
Electrical Panels/Devices	Unfunded	
Fitness Equipment Partial Replacement	Unfunded	
FurniturePartial Replacement - Club Room	Unfunded	
Irrigation System	Unfunded	
Landscaping	Unfunded	
Message Board	Unfunded	
Play Surface (mulch)	Unfunded	
Pool Filtration Partial Replacement	Unfunded	
Pool Furniture Partial Replacement	Unfunded	
Sand Replenishment/Net - Volleyball Court	Unfunded	
Shade Structure Fabric - Pool	Unfunded	

**Alta Lakes Community Development District  
Income & Expense Spreadsheet**

<b>Description</b>	<b>32-33</b>	<b>33-34</b>	<b>34-35</b>	<b>35-36</b>	<b>36-37</b>	<b>37-38</b>	<b>38-39</b>	<b>39-40</b>	<b>40-41</b>	<b>41-42</b>
Components Not Included										
Building Foundation/Frame	<i>Unfunded</i>									
Communication Lines To/In Building	<i>Unfunded</i>									
Pond Dredging	<i>Unfunded</i>									
Pool Shell	<i>Unfunded</i>									
Utility Lines to/In Building	<i>Unfunded</i>									
<b>Year Total:</b>		<b>5,895</b>	<b>151,181</b>	<b>25,265</b>	<b>63,931</b>	<b>13,690</b>	<b>6,834</b>	<b>246,140</b>		<b>67,603</b>

**Alta Lakes Community Development District  
Income & Expense Spreadsheet**

	<b>42-43</b>	<b>43-44</b>	<b>44-45</b>	<b>45-46</b>	<b>46-47</b>	<b>47-48</b>	<b>48-49</b>	<b>49-50</b>	<b>50-51</b>	<b>51-52</b>
<b>Beginning Balance</b>	639,118	741,258	572,043	531,789	637,570	749,667	868,382	984,520	194,605	302,468
<b>Annual Assessment</b>	77,073	79,386	81,767	84,220	86,747	89,349	92,030	94,790	97,634	100,563
<b>Interest Earned</b>	25,067	19,344	17,983	21,560	25,351	29,366	33,293	6,581	10,228	12,687
<b>Expenditures</b>		267,945	140,004				9,184	891,286		40,542
<b>Fully Funded Reserves</b>	1,083,865	928,948	903,820	1,024,879	1,152,387	1,286,624	1,418,418	648,680	777,047	870,774
<b>Percent Fully Funded</b>	68%	62%	59%	62%	65%	67%	69%	30%	39%	43%
<b>Ending Balance</b>	741,258	572,043	531,789	637,570	749,667	868,382	984,520	194,605	302,468	375,176

**Description**

Misc. Site Components

Refurbishment Allowance - Monument Signs			30,446							
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**Misc. Site Components Total:** **30,446**

Streets/Parking Lots

Asphalt Mill/Overlay - Parking Lot										
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Asphalt Seal Coat - Parking Lot		7,923					9,184			
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**Streets/Parking Lots Total:** **7,923** **9,184**

Fencing & Gates

Aluminum Fence 4 Ft - Playground			14,963							
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Aluminum Fence 4 Ft - Pool			37,408							
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Chain Link VC Fence - Dog Park			26,143							
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Chain Link VC Fence - Pickleball Courts			20,005							
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Vinyl Ranch Fence								57,319		
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**Fencing & Gates Total:** **98,518** **57,319**

Stormwater System

Control Structure/Pipe Allowance								47,060		
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Pond Fountain Allowance		6,897						8,235		
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Stormwater System Evaluation Allowance								90,355		
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**Stormwater System Total:** **6,897** **145,651**

Site Lighting

LED Fixtures - Amenity (reuse poles)										
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**Site Lighting Total:**

**Alta Lakes Community Development District  
Income & Expense Spreadsheet**

	42-43	43-44	44-45	45-46	46-47	47-48	48-49	49-50	50-51	51-52
<b>Description</b>										
Misc. Building Components										
Refurbishment Allowance - Restrooms										
Window/Door Allowance - Clubhouse										
<b>Misc. Building Components Total:</b>										
Roofing										
Aluminum Gutters/DS			5,356							
Asphalt Shingles - Clubhouse										
Raised Ridge Metal Roof - Clubhouse										
<b>Roofing Total:</b>			<b>5,356</b>							
Exterior Painting										
Clubhouse/Breezeway		21,895								27,736
<b>Exterior Painting Total:</b>		<b>21,895</b>								<b>27,736</b>
Flooring										
Carpet - Club Room		3,445								4,364
Carpet - Fitness Room		6,665								8,442
<b>Flooring Total:</b>		<b>10,109</b>								<b>12,806</b>
Furniture Fixtures & Equipment										
Access Control System Allowance		16,750								
Cluster Mailboxes								180,710		
Fitness Equipment Replacement Allowance										
Furniture Replacement Allowance - Club Room										
Park Bench - Expanded Metal										
Pool Furniture Replacement Allowance										
Water Coolers								7,059		
<b>Furniture Fixtures &amp; Equipment Total:</b>		<b>16,750</b>						<b>187,769</b>		
HVAC										
Heat Pump (3.5 Ton) - Club Room		11,035								
Heat Pump (3.5 Ton) - Fitness Room		11,035								
<b>HVAC Total:</b>		<b>22,071</b>								

**42-43      43-44      44-45      45-46      46-47      47-48      48-49      49-50      50-51      51-52**

Description			
Swimming Pool			
Concrete Pavers - Pool Deck			176,870
Play Equipment Allowance - Splash Pad			10,588
Pool Filtration Refurbishment Allowance			70,590
Pool Lift			9,883
Pool Resurfacing/Tile	146,297		
Resurfacing - Splash Pad	26,554		
Shade Structure Replacement			
<b>Swimming Pool Total:</b>	<b>172,851</b>		<b>267,931</b>
Pickleball Courts			
Asphalt Resurfacing (color coat)	9,449		11,283
Pickleball Court Replacement			103,683
Shade Structure		5,683	
<b>Pickleball Courts Total:</b>	<b>9,449</b>	<b>5,683</b>	<b>114,966</b>
Playground			
Plastic Play Surface Border			
Play Equipment Allowance			117,650
<b>Playground Total:</b>			<b>117,650</b>
Operating Expense			
Electrical Panels/Devices	Unfunded		
Fitness Equipment Partial Replacement	Unfunded		
FurniturePartial Replacement - Club Room	Unfunded		
Irrigation System	Unfunded		
Landscaping	Unfunded		
Message Board	Unfunded		
Play Surface (mulch)	Unfunded		
Pool Filtration Partial Replacement	Unfunded		
Pool Furniture Partial Replacement	Unfunded		
Sand Replenishment/Net - Volleyball Court	Unfunded		
Shade Structure Fabric - Pool	Unfunded		

**Alta Lakes Community Development District  
Income & Expense Spreadsheet**

<b>Description</b>	<b>42-43</b>	<b>43-44</b>	<b>44-45</b>	<b>45-46</b>	<b>46-47</b>	<b>47-48</b>	<b>48-49</b>	<b>49-50</b>	<b>50-51</b>	<b>51-52</b>
<b>Components Not Included</b>										
Building Foundation/Frame	<i>Unfunded</i>									
Communication Lines To/In Building	<i>Unfunded</i>									
Pond Dredging	<i>Unfunded</i>									
Pool Shell	<i>Unfunded</i>									
Utility Lines to/In Building	<i>Unfunded</i>									
<b>Year Total:</b>		<b>267,945</b>	<b>140,004</b>				<b>9,184</b>	<b>891,286</b>		<b>40,542</b>

**Alta Lakes Community Development District  
Annual Expenditure Detail**

Description	Expenditures
<i>No Replacement in 22-23</i>	
<b>Replacement Year 23-24</b>	
<b>Streets/Parking Lots</b>	
Asphalt Seal Coat - Parking Lot	4,262
<b>Total for 2023 - 2024</b>	<b>\$4,262</b>
<i>No Replacement in 24-25</i>	
<b>Replacement Year 25-26</b>	
<b>Stormwater System</b>	
Pond Fountain Allowance	4,051
<b>Pickleball Courts</b>	
Asphalt Resurfacing (color coat)	5,551
<b>Total for 2025 - 2026</b>	<b>\$9,602</b>
<i>No Replacement in 26-27</i>	
<b>Replacement Year 27-28</b>	
<b>Exterior Painting</b>	
Clubhouse/Breezeway	13,644
<b>Flooring</b>	
Carpet - Club Room	2,147
Carpet - Fitness Room	4,153
<b>Total for 2027 - 2028</b>	<b>\$19,944</b>
<b>Replacement Year 28-29</b>	
<b>Streets/Parking Lots</b>	
Asphalt Seal Coat - Parking Lot	5,085
<b>Total for 2028 - 2029</b>	<b>\$5,085</b>
<i>No Replacement in 29-30</i>	
<i>No Replacement in 30-31</i>	
<b>Replacement Year 31-32</b>	
<b>Stormwater System</b>	
Pond Fountain Allowance	4,837



**Alta Lakes Community Development District  
Annual Expenditure Detail**

Description	Expenditures
<i>Replacement Year 31-32 continued...</i>	
<b>Furniture Fixtures &amp; Equipment</b>	
Access Control System Allowance	11,748
<b>HVAC</b>	
Heat Pump (3.5 Ton) - Club Room	7,740
Heat Pump (3.5 Ton) - Fitness Room	7,740
<b>Swimming Pool</b>	
Pool Resurfacing/Tile	102,610
Resurfacing - Splash Pad	18,624
<b>Pickleball Courts</b>	
Asphalt Resurfacing (color coat)	6,628
<b>Total for 2031 - 2032</b>	<b><u>\$159,927</u></b>
<i>No Replacement in 32-33</i>	
<b>Replacement Year 33-34</b>	
<b>Streets/Parking Lots</b>	
Asphalt Seal Coat - Parking Lot	5,895
<b>Total for 2033 - 2034</b>	<b><u>\$5,895</u></b>
<b>Replacement Year 34-35</b>	
<b>Stormwater System</b>	
Stormwater System Evaluation Allowance	57,996
<b>Furniture Fixtures &amp; Equipment</b>	
Water Coolers	4,531
<b>Swimming Pool</b>	
Play Equipment Allowance - Splash Pad	6,796
Pool Lift	6,343
<b>Playground</b>	
Play Equipment Allowance	75,515
<b>Total for 2034 - 2035</b>	<b><u>\$151,181</u></b>
<b>Replacement Year 35-36</b>	
<b>Exterior Painting</b>	
Clubhouse/Breezeway	17,284

**Alta Lakes Community Development District  
Annual Expenditure Detail**

Description	Expenditures
<i>Replacement Year 35-36 continued...</i>	
<b>Flooring</b>	
Carpet - Club Room	2,719
Carpet - Fitness Room	5,261
<b>Total for 2035 - 2036</b>	<b>\$25,265</b>
 <b>Replacement Year 36-37</b>	
<b>Site Lighting</b>	
LED Fixtures - Amenity (reuse poles)	63,931
<b>Total for 2036 - 2037</b>	<b>\$63,931</b>
 <b>Replacement Year 37-38</b>	
<b>Stormwater System</b>	
Pond Fountain Allowance	5,776
<b>Pickleball Courts</b>	
Asphalt Resurfacing (color coat)	7,914
<b>Total for 2037 - 2038</b>	<b>\$13,690</b>
 <b>Replacement Year 38-39</b>	
<b>Streets/Parking Lots</b>	
Asphalt Seal Coat - Parking Lot	6,834
<b>Total for 2038 - 2039</b>	<b>\$6,834</b>
 <b>Replacement Year 39-40</b>	
<b>Misc. Building Components</b>	
Refurbishment Allowance - Restrooms	54,907
<b>Roofing</b>	
Asphalt Shingles - Clubhouse	49,304
<b>Furniture Fixtures &amp; Equipment</b>	
Fitness Equipment Replacement Allowance	35,017
Furniture Replacement Allowance - Club Room	14,007
Park Bench - Expanded Metal	12,606
Pool Furniture Replacement Allowance	52,526
<b>Swimming Pool</b>	
Shade Structure Replacement	23,812

**Alta Lakes Community Development District  
Annual Expenditure Detail**

Description	Expenditures
<i>Replacement Year 39-40 continued...</i>	
<b>Playground</b>	
Plastic Play Surface Border	3,962
<b>Total for 2039 - 2040</b>	<b>\$246,140</b>
<i>No Replacement in 40-41</i>	
<b>Replacement Year 41-42</b>	
<b>Streets/Parking Lots</b>	
Asphalt Mill/Overlay - Parking Lot	67,603
<b>Total for 2041 - 2042</b>	<b>\$67,603</b>
<i>No Replacement in 42-43</i>	
<b>Replacement Year 43-44</b>	
<b>Streets/Parking Lots</b>	
Asphalt Seal Coat - Parking Lot	7,923
<b>Stormwater System</b>	
Pond Fountain Allowance	6,897
<b>Exterior Painting</b>	
Clubhouse/Breezeway	21,895
<b>Flooring</b>	
Carpet - Club Room	3,445
Carpet - Fitness Room	6,665
<b>Furniture Fixtures &amp; Equipment</b>	
Access Control System Allowance	16,750
<b>HVAC</b>	
Heat Pump (3.5 Ton) - Club Room	11,035
Heat Pump (3.5 Ton) - Fitness Room	11,035
<b>Swimming Pool</b>	
Pool Resurfacing/Tile	146,297
Resurfacing - Splash Pad	26,554
<b>Pickleball Courts</b>	
Asphalt Resurfacing (color coat)	9,449
<b>Total for 2043 - 2044</b>	<b>\$267,945</b>

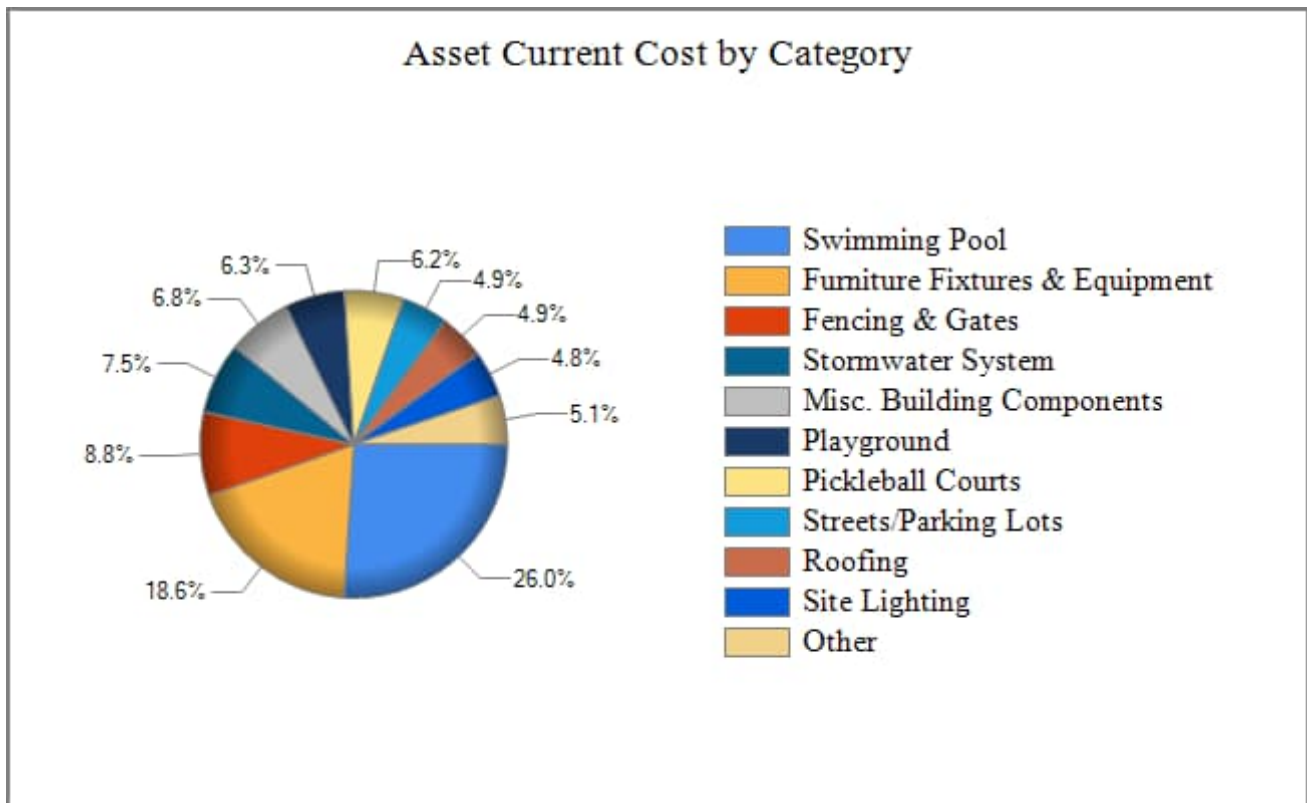
**Alta Lakes Community Development District  
Annual Expenditure Detail**

Description	Expenditures
<b>Replacement Year 44-45</b>	
<b>Misc. Site Components</b>	
Refurbishment Allowance - Monument Signs	30,446
<b>Fencing &amp; Gates</b>	
Aluminum Fence 4 Ft - Playground	14,963
Aluminum Fence 4 Ft - Pool	37,408
Chain Link VC Fence - Dog Park	26,143
Chain Link VC Fence - Pickleball Courts	20,005
<b>Roofing</b>	
Aluminum Gutters/DS	5,356
<b>Pickleball Courts</b>	
Shade Structure	5,683
<b>Total for 2044 - 2045</b>	<b>\$140,004</b>
<i>No Replacement in 45-46</i>	
<i>No Replacement in 46-47</i>	
<i>No Replacement in 47-48</i>	
<b>Replacement Year 48-49</b>	
<b>Streets/Parking Lots</b>	
Asphalt Seal Coat - Parking Lot	9,184
<b>Total for 2048 - 2049</b>	<b>\$9,184</b>
<b>Replacement Year 49-50</b>	
<b>Fencing &amp; Gates</b>	
Vinyl Ranch Fence	57,319
<b>Stormwater System</b>	
Control Structure/Pipe Allowance	47,060
Pond Fountain Allowance	8,235
Stormwater System Evaluation Allowance	90,355
<b>Furniture Fixtures &amp; Equipment</b>	
Cluster Mailboxes	180,710
Water Coolers	7,059
<b>Swimming Pool</b>	
Concrete Pavers - Pool Deck	176,870

**Alta Lakes Community Development District  
Annual Expenditure Detail**

Description	Expenditures
<b><i>Replacement Year 49-50 continued...</i></b>	
Play Equipment Allowance - Splash Pad	10,588
Pool Filtration Refurbishment Allowance	70,590
Pool Lift	9,883
<b>Pickleball Courts</b>	
Asphalt Resurfacing (color coat)	11,283
Pickleball Court Replacement	103,683
<b>Playground</b>	
Play Equipment Allowance	117,650
<b>Total for 2049 - 2050</b>	<b><u>\$891,286</u></b>
 <i>No Replacement in 50-51</i>	
 <b>Replacement Year 51-52</b>	
<b>Exterior Painting</b>	
Clubhouse/Breezeway	27,736
<b>Flooring</b>	
Carpet - Club Room	4,364
Carpet - Fitness Room	8,442
<b>Total for 2051 - 2052</b>	<b><u>\$40,542</u></b>

**Alta Lakes Community Development District**  
Jacksonville, Florida  
**Asset Current Cost by Category**



## Alta Lakes Community Development District Component Inventory

Description	Date in Service	Replacement Year	Useful	Adjustment	Remaining	Units	Unit Cost	Current Cost
<b>Misc. Site Components</b>								
Refurbishment Allowance - Monument Signs	2020	44-45	25	0	22	1 Lump Sum	15,000.00	<u>15,000</u>
Misc. Site Components - Total								\$15,000
<b>Streets/Parking Lots</b>								
Asphalt Mill/Overlay - Parking Lot	2020	41-42	22	0	19	2,116 Square Yards	17.20	36,395
Asphalt Seal Coat - Parking Lot	2020	23-24	5	-1	1	2,116 Linear Feet	1.90	<u>4,020</u>
Streets/Parking Lots - Total								\$40,416
<b>Fencing &amp; Gates</b>								
Aluminum Fence 4 Ft - Playground	2020	44-45	25	0	22	194 Linear Feet	38.00	7,372
Aluminum Fence 4 Ft - Pool	2020	44-45	25	0	22	485 Linear Feet	38.00	18,430
Chain Link VC Fence - Dog Park	2020	44-45	25	0	22	460 Linear Feet	28.00	12,880
Chain Link VC Fence - Pickleball Courts	2020	44-45	25	0	22	308 Linear Feet	32.00	9,856
Vinyl Ranch Fence	2020	49-50	30	0	27	840 Linear Feet	29.00	<u>24,360</u>
Fencing & Gates - Total								\$72,898
<b>Stormwater System</b>								
Control Structure/Pipe Allowance	2020	49-50	30	0	27	1 Each	20,000.00	20,000
Pond Fountain Allowance	2020	25-26	6	0	3	1 Each	3,500.00	3,500
Stormwater System Evaluation Allowance	2020	34-35	15	0	12	24 Acres	1,600.00	<u>38,400</u>
Stormwater System - Total								\$61,900
<b>Site Lighting</b>								
LED Fixtures - Amenity (reuse poles)	2020	36-37	17	0	14	19 Each	2,100.00	<u>39,900</u>
Site Lighting - Total								\$39,900
<b>Misc. Building Components</b>								
Refurbishment Allowance - Restrooms	2020	39-40	20	0	17	490 Square Feet	64.00	31,360
Window/Door Allowance - Clubhouse	2020	54-55	35	0	32	1 Lump Sum	25,000.00	<u>25,000</u>
Misc. Building Components - Total								\$56,360
<b>Roofing</b>								
Aluminum Gutters/DS	2020	44-45	25	0	22	260 Linear Feet	10.15	2,639
Asphalt Shingles - Clubhouse	2020	39-40	20	0	17	64 Squares	440.00	28,160
Raised Ridge Metal Roof - Clubhouse	2020	54-55	35	0	32	1,064 Square Feet	8.85	<u>9,416</u>
Roofing - Total								\$40,215
<b>Exterior Painting</b>								
Clubhouse/Breezeway	2020	27-28	8	0	5	5,420 Square Feet	2.05	<u>11,111</u>
Exterior Painting - Total								\$11,111

## Alta Lakes Community Development District Component Inventory

Description	Date in Service	Replacement Year	Useful	Adjustment	Remaining	Units	Unit Cost	Current Cost
<b>Flooring</b>								
Carpet - Club Room	2020	27-28	8	0	5	46 Square Yards	38.00	1,748
Carpet - Fitness Room	2020	27-28	8	0	5	89 Square Yards	38.00	<u>3,382</u>
Flooring - Total								\$5,130
<b>Furniture Fixtures &amp; Equipment</b>								
Access Control System Allowance	2020	31-32	12	0	9	1 Lump Sum	8,500.00	8,500
Cluster Mailboxes	2020	49-50	30	0	27	32 Units	2,400.00	76,800
Fitness Equipment Replacement Allowance	2020	39-40	20	0	17	1 Lump Sum	20,000.00	20,000
Furniture Replacement Allowance - Club Ro..	2020	39-40	20	0	17	1 Lump Sum	8,000.00	8,000
Park Bench - Expanded Metal	2020	39-40	20	0	17	6 Each	1,200.00	7,200
Pool Furniture Replacement Allowance	2020	39-40	20	0	17	1 Lump Sum	30,000.00	30,000
Water Coolers	2020	34-35	15	0	12	1 Lump Sum	3,000.00	<u>3,000</u>
Furniture Fixtures & Equipment - Total								\$153,500
<b>HVAC</b>								
Heat Pump (3.5 Ton) - Club Room	2020	31-32	12	0	9	1 Each	5,600.00	5,600
Heat Pump (3.5 Ton) - Fitness Room	2020	31-32	12	0	9	1 Each	5,600.00	<u>5,600</u>
HVAC - Total								\$11,200
<b>Swimming Pool</b>								
Concrete Pavers - Pool Deck	2020	49-50	30	0	27	9,280 Square Feet	8.10	75,168
Play Equipment Allowance - Splash Pad	2020	34-35	15	0	12	1 Lump Sum	4,500.00	4,500
Pool Filtration Refurbishment Allowance	2020	49-50	30	0	27	1 Lump Sum	30,000.00	30,000
Pool Lift	2020	34-35	15	0	12	1 Each	4,200.00	4,200
Pool Resurfacing/Tile	2020	31-32	12	0	9	4,640 Square Feet	16.00	74,240
Resurfacing - Splash Pad	2020	31-32	12	0	9	2,209 Square Feet	6.10	13,475
Shade Structure Replacement	2020	39-40	20	0	17	2 Each	6,800.00	<u>13,600</u>
Swimming Pool - Total								\$215,183
<b>Pickleball Courts</b>								
Asphalt Resurfacing (color coat)	2020	25-26	6	0	3	648 Square Yards	7.40	4,795
Pickleball Court Replacement	2020	49-50	30	0	27	648 Square Yards	68.00	44,064
Shade Structure	2020	44-45	25	0	22	1 Lump Sum	2,800.00	<u>2,800</u>
Pickleball Courts - Total								\$51,659
<b>Playground</b>								
Plastic Play Surface Border	2020	39-40	20	0	17	155 Linear Feet	14.60	2,263
Play Equipment Allowance	2020	34-35	15	0	12	1 Lump Sum	50,000.00	<u>50,000</u>
Playground - Total								\$52,263
<b>Operating Expense</b>								
Electrical Panels/Devices	<i>Unfunded</i>							
Fitness Equipment Partial Replacement	<i>Unfunded</i>							
Furniture Partial Replacement - Club Room	<i>Unfunded</i>							



# Alta Lakes Community Development District Component Inventory

Description	Date in Service	Replacement Year	Useful	Adjustment Remaining	Units	Unit Cost	Current Cost
<i>Operating Expense continued...</i>							
Irrigation System							<i>Unfunded</i>
Landscaping							<i>Unfunded</i>
Message Board							<i>Unfunded</i>
Play Surface (mulch)							<i>Unfunded</i>
Pool Filtration Partial Replacement							<i>Unfunded</i>
Pool Furniture Partial Replacement							<i>Unfunded</i>
Sand Replenishment/Net - Volleyball Court							<i>Unfunded</i>
Shade Structure Fabric - Pool							<i>Unfunded</i>
Operating Expense - Total							
<b>Components Not Included</b>							
Building Foundation/Frame							<i>Unfunded</i>
Communication Lines To/In Building							<i>Unfunded</i>
Pond Dredging							<i>Unfunded</i>
Pool Shell							<i>Unfunded</i>
Utility Lines to/In Building							<i>Unfunded</i>
Components Not Included - Total							
Total Asset Summary							<u>\$826,735</u>

**Alta Lakes Community Development District  
Component Detail Index**

Asset ID	Description	Replacement	Page
<b>Misc. Site Components</b>			
1001	Refurbishment Allowance - Monument Signs	44-45	5-7
<b>Streets/Parking Lots</b>			
1035	Asphalt Mill/Overlay - Parking Lot	41-42	5-8
1055	Asphalt Seal Coat - Parking Lot	23-24	5-8
<b>Fencing &amp; Gates</b>			
1036	Aluminum Fence 4 Ft - Playground	44-45	5-10
1026	Aluminum Fence 4 Ft - Pool	44-45	5-10
1032	Chain Link VC Fence - Dog Park	44-45	5-11
1049	Chain Link VC Fence - Pickleball Courts	44-45	5-11
1033	Vinyl Ranch Fence	49-50	5-12
<b>Stormwater System</b>			
1060	Control Structure/Pipe Allowance	49-50	5-13
1050	Pond Fountain Allowance	25-26	5-13
1052	Stormwater System Evaluation Allowance	34-35	5-13
<b>Site Lighting</b>			
1034	LED Fixtures - Amenity (reuse poles)	36-37	5-14
<b>Misc. Building Components</b>			
1014	Refurbishment Allowance - Restrooms	39-40	5-15
1048	Window/Door Allowance - Clubhouse	54-55	5-15
<b>Roofing</b>			
1006	Aluminum Gutters/DS	44-45	5-16
1003	Asphalt Shingles - Clubhouse	39-40	5-16
1011	Raised Ridge Metal Roof - Clubhouse	54-55	5-17
<b>Exterior Painting</b>			
1012	Clubhouse/Breezeway	27-28	5-18
<b>Flooring</b>			
1018	Carpet - Club Room	27-28	5-19
1017	Carpet - Fitness Room	27-28	5-19

**Alta Lakes Community Development District  
Component Detail Index**

Asset ID	Description	Replacement	Page
<b>Furniture Fixtures &amp; Equipment</b>			
1020	Access Control System Allowance	31-32	5-20
1042	Cluster Mailboxes	49-50	5-20
1015	Fitness Equipment Replacement Allowance	39-40	5-20
1019	Furniture Replacement Allowance - Club Room	39-40	5-21
1038	Park Bench - Expanded Metal	39-40	5-22
1004	Pool Furniture Replacement Allowance	39-40	5-22
1013	Water Coolers	34-35	5-23
<b>HVAC</b>			
1021	Heat Pump (3.5 Ton) - Club Room	31-32	5-24
1024	Heat Pump (3.5 Ton) - Fitness Room	31-32	5-24
<b>Swimming Pool</b>			
1025	Concrete Pavers - Pool Deck	49-50	5-25
1009	Play Equipment Allowance - Splash Pad	34-35	5-25
1022	Pool Filtration Refurbishment Allowance	49-50	5-26
1002	Pool Lift	34-35	5-26
1005	Pool Resurfacing/Tile	31-32	5-27
1008	Resurfacing - Splash Pad	31-32	5-27
1007	Shade Structure Replacement	39-40	5-28
<b>Pickleball Courts</b>			
1028	Asphalt Resurfacing (color coat)	25-26	5-29
1043	Pickleball Court Replacement	49-50	5-29
1029	Shade Structure	44-45	5-30
<b>Playground</b>			
1040	Plastic Play Surface Border	39-40	5-31
1037	Play Equipment Allowance	34-35	5-31
<b>Operating Expense</b>			
1057	Electrical Panels/Devices	22-23	5-32
1016	Fitness Equipment Partial Replacement	22-23	5-32
1058	Furniture Partial Replacement - Club Room	22-23	5-32
1053	Irrigation System	22-23	5-33
1054	Landscaping	22-23	5-33
1039	Message Board	22-23	5-33

**Alta Lakes Community Development District  
Component Detail Index**

Asset ID	Description	Replacement	Page
<i>Operating Expense Continued...</i>			
1041	Play Surface (mulch)	22-23	5-34
1023	Pool Filtration Partial Replacement	22-23	5-34
1059	Pool Furniture Partial Replacement	22-23	5-35
1031	Sand Replenishment/Net - Volleyball Court	22-23	5-35
1056	Shade Structure Fabric - Pool	22-23	5-35
<b>Components Not Included</b>			
1047	Building Foundation/Frame	22-23	5-37
1046	Communication Lines To/In Building	22-23	5-37
1051	Pond Dredging	22-23	5-37
1044	Pool Shell	22-23	5-37
1045	Utility Lines to/In Building	22-23	5-38
	Total Funded Assets	41	
	Total Unfunded Assets	<u>16</u>	
	Total Assets	57	

# Alta Lakes Community Development District Component Detail

## Refurbishment Allowance - Monument Signs - 2044

Asset ID	1001	1 Lump Sum	@ \$15,000.00
		Asset Actual Cost	\$15,000.00
		Percent Replacement	100%
		Future Cost	\$30,445.77
Misc. Site Components			
Placed in Service	January 2020		
Useful Life	25		
Replacement Year	44-45		
Remaining Life	22		



**Alta Lakes Community Development District  
Component Detail**

**Asphalt Mill/Overlay - Parking Lot - 2041**

Asset ID	1035	2,116 Square Yards	@ \$17.20
		Asset Actual Cost	\$36,395.20
		Percent Replacement	100%
		Future Cost	\$67,603.35
Streets/Parking Lots			
Placed in Service	January 2020		
Useful Life	22		
Replacement Year	41-42		
Remaining Life	19		



**Asphalt Seal Coat - Parking Lot - 2023**

Asset ID	1055	2,116 Linear Feet	@ \$1.90
		Asset Actual Cost	\$4,020.40
		Percent Replacement	100%
		Future Cost	\$4,261.62
Streets/Parking Lots			
Placed in Service	January 2020		
Useful Life	5		
Adjustment	-1		
Replacement Year	23-24		
Remaining Life	1		

**Alta Lakes Community Development District  
Component Detail**

*Asphalt Seal Coat - Parking Lot continued...*



**Alta Lakes Community Development District  
Component Detail**

**Aluminum Fence 4 Ft - Playground - 2044**

Asset ID	1036	194 Linear Feet	@ \$38.00
		Asset Actual Cost	\$7,372.00
		Percent Replacement	100%
		Future Cost	\$14,963.08
Placed in Service	Fencing & Gates		
	January 2020		
Useful Life	25		
Replacement Year	44-45		
Remaining Life	22		



**Aluminum Fence 4 Ft - Pool - 2044**

Asset ID	1026	485 Linear Feet	@ \$38.00
		Asset Actual Cost	\$18,430.00
		Percent Replacement	100%
		Future Cost	\$37,407.71
Placed in Service	Fencing & Gates		
	January 2020		
Useful Life	25		
Replacement Year	44-45		
Remaining Life	22		





## Alta Lakes Community Development District Component Detail

### Chain Link VC Fence - Dog Park - 2044

Asset ID	1032	460 Linear Feet	@ \$28.00
		Asset Actual Cost	\$12,880.00
		Percent Replacement	100%
		Future Cost	\$26,142.77
Placed in Service	Fencing & Gates		
	January 2020		
Useful Life	25		
Replacement Year	44-45		
Remaining Life	22		



### Chain Link VC Fence - Pickleball Courts - 2044

Asset ID	1049	308 Linear Feet	@ \$32.00
		Asset Actual Cost	\$9,856.00
		Percent Replacement	100%
		Future Cost	\$20,004.90
Placed in Service	Fencing & Gates		
	January 2020		
Useful Life	25		
Replacement Year	44-45		
Remaining Life	22		



# Alta Lakes Community Development District Component Detail

## Vinyl Ranch Fence - 2049

Asset ID	1033	840 Linear Feet	@ \$29.00
		Asset Actual Cost	\$24,360.00
		Percent Replacement	100%
		Future Cost	\$57,319.07
Placed in Service	Fencing & Gates		
Useful Life	January 2020		
Replacement Year	30		
Remaining Life	49-50		
	27		



**Alta Lakes Community Development District  
Component Detail**

**Control Structure/Pipe Allowance - 2049**

Asset ID	1060	1 Each	@ \$20,000.00
		Asset Actual Cost	\$20,000.00
		Percent Replacement	100%
		Future Cost	\$47,059.99
Stormwater System			
Placed in Service	January 2020		
Useful Life	30		
Replacement Year	49-50		
Remaining Life	27		

**Pond Fountain Allowance - 2025**

Asset ID	1050	1 Each	@ \$3,500.00
		Asset Actual Cost	\$3,500.00
		Percent Replacement	100%
		Future Cost	\$4,051.32
Stormwater System			
Placed in Service	January 2020		
Useful Life	6		
Replacement Year	25-26		
Remaining Life	3		

**Stormwater System Evaluation Allowance - 2034**

Asset ID	1052	24 Acres	@ \$1,600.00
		Asset Actual Cost	\$38,400.00
		Percent Replacement	100%
		Future Cost	\$57,995.56
Stormwater System			
Placed in Service	January 2020		
Useful Life	15		
Replacement Year	34-35		
Remaining Life	12		

# Alta Lakes Community Development District Component Detail

## LED Fixtures - Amenity (reuse poles) - 2036

Asset ID	1034	19 Each	@ \$2,100.00
		Asset Actual Cost	\$39,900.00
		Percent Replacement	100%
		Future Cost	\$63,930.91
Placed in Service	Site Lighting		
	January 2020		
Useful Life	17		
Replacement Year	36-37		
Remaining Life	14		



# Alta Lakes Community Development District Component Detail

## Refurbishment Allowance - Restrooms - 2039

Asset ID	1014	490 Square Feet	@ \$64.00
		Asset Actual Cost	\$31,360.00
		Percent Replacement	100%
		Future Cost	\$54,906.74
Misc. Building Components			
Placed in Service	January 2020		
Useful Life	20		
Replacement Year	39-40		
Remaining Life	17		



## Window/Door Allowance - Clubhouse - 2054

Asset ID	1048	1 Lump Sum	@ \$25,000.00
		Asset Actual Cost	\$25,000.00
		Percent Replacement	100%
		Future Cost	\$68,194.29
Misc. Building Components			
Placed in Service	January 2020		
Useful Life	35		
Replacement Year	54-55		
Remaining Life	32		



**Alta Lakes Community Development District  
Component Detail**

**Aluminum Gutters/DS - 2044**

Asset ID	1006	260 Linear Feet	@ \$10.15
		Asset Actual Cost	\$2,639.00
		Percent Replacement	100%
		Future Cost	\$5,356.43
Placed in Service	Roofing		
	January 2020		
Useful Life	25		
Replacement Year	44-45		
Remaining Life	22		



**Asphalt Shingles - Clubhouse - 2039**

Asset ID	1003	64 Squares	@ \$440.00
		Asset Actual Cost	\$28,160.00
		Percent Replacement	100%
		Future Cost	\$49,304.02
Placed in Service	Roofing		
	January 2020		
Useful Life	20		
Replacement Year	39-40		
Remaining Life	17		



# Alta Lakes Community Development District Component Detail

## Raised Ridge Metal Roof - Clubhouse - 2054

Asset ID	1011	1,064 Square Feet	@ \$8.85
		Asset Actual Cost	\$9,416.40
		Percent Replacement	100%
		Future Cost	\$25,685.79
Placed in Service	Roofing		
	January 2020		
Useful Life	35		
Replacement Year	54-55		
Remaining Life	32		



# Alta Lakes Community Development District Component Detail

## Clubhouse/Breezeway - 2027

Asset ID	1012	5,420 Square Feet	@ \$2.05
		Asset Actual Cost	\$11,111.00
		Percent Replacement	100%
		Future Cost	\$13,644.45
Placed in Service	Exterior Painting		
Useful Life	January 2020		
Replacement Year	8		
Remaining Life	27-28		
	5		





**Alta Lakes Community Development District  
Component Detail**

**Carpet - Club Room - 2027**

Asset ID	1018	46 Square Yards	@ \$38.00
		Asset Actual Cost	\$1,748.00
		Percent Replacement	100%
		Future Cost	\$2,146.57
Placed in Service	Flooring		
Useful Life	January 2020		
Replacement Year	8		
Remaining Life	27-28		
	5		



**Carpet - Fitness Room - 2027**

Asset ID	1017	89 Square Yards	@ \$38.00
		Asset Actual Cost	\$3,382.00
		Percent Replacement	100%
		Future Cost	\$4,153.14
Placed in Service	Flooring		
Useful Life	January 2020		
Replacement Year	8		
Remaining Life	27-28		
	5		



**Alta Lakes Community Development District  
Component Detail**

**Access Control System Allowance - 2031**

Asset ID	1020	1 Lump Sum	@ \$8,500.00
		Asset Actual Cost	\$8,500.00
		Percent Replacement	100%
Furniture Fixtures & Equipment		Future Cost	\$11,748.18
Placed in Service	January 2020		
Useful Life	12		
Replacement Year	31-32		
Remaining Life	9		

**Cluster Mailboxes - 2049**

Asset ID	1042	32 Units	@ \$2,400.00
		Asset Actual Cost	\$76,800.00
		Percent Replacement	100%
Furniture Fixtures & Equipment		Future Cost	\$180,710.39
Placed in Service	January 2020		
Useful Life	30		
Replacement Year	49-50		
Remaining Life	27		



**Fitness Equipment Replacement Allowance - 2039**

Asset ID	1015	1 Lump Sum	@ \$20,000.00
		Asset Actual Cost	\$20,000.00
		Percent Replacement	100%
Furniture Fixtures & Equipment		Future Cost	\$35,017.06
Placed in Service	January 2020		
Useful Life	20		
Replacement Year	39-40		
Remaining Life	17		

# Alta Lakes Community Development District Component Detail

## *Fitness Equipment Replacement Allowance continued...*



### Furniture Replacement Allowance - Club Room - 2039

Asset ID	1019	1 Lump Sum	@ \$8,000.00
		Asset Actual Cost	\$8,000.00
		Percent Replacement	100%
Furniture Fixtures & Equipment		Future Cost	\$14,006.82
Placed in Service	January 2020		
Useful Life	20		
Replacement Year	39-40		
Remaining Life	17		



**Alta Lakes Community Development District  
Component Detail**

**Park Bench - Expanded Metal - 2039**

Asset ID	1038	6 Each	@ \$1,200.00
		Asset Actual Cost	\$7,200.00
		Percent Replacement	100%
Furniture Fixtures & Equipment		Future Cost	\$12,606.14
Placed in Service	January 2020		
Useful Life	20		
Replacement Year	39-40		
Remaining Life	17		



**Pool Furniture Replacement Allowance - 2039**

Asset ID	1004	1 Lump Sum	@ \$30,000.00
		Asset Actual Cost	\$30,000.00
		Percent Replacement	100%
Furniture Fixtures & Equipment		Future Cost	\$52,525.59
Placed in Service	January 2020		
Useful Life	20		
Replacement Year	39-40		
Remaining Life	17		



# Alta Lakes Community Development District Component Detail

## Water Coolers - 2034

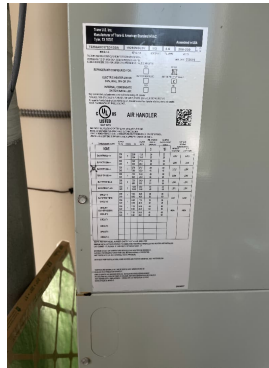
Asset ID	1013	1 Lump Sum	@ \$3,000.00
		Asset Actual Cost	\$3,000.00
		Percent Replacement	100%
Furniture Fixtures & Equipment		Future Cost	\$4,530.90
Placed in Service	January 2020		
Useful Life	15		
Replacement Year	34-35		
Remaining Life	12		



# Alta Lakes Community Development District Component Detail

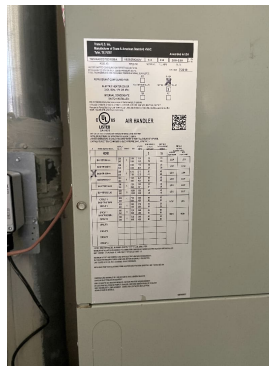
## Heat Pump (3.5 Ton) - Club Room - 2031

Asset ID	1021	1 Each	@ \$5,600.00
		Asset Actual Cost	\$5,600.00
		Percent Replacement	100%
		Future Cost	\$7,739.98
Placed in Service	HVAC		
Useful Life	January 2020		
Replacement Year	12		
Remaining Life	31-32		
	9		



## Heat Pump (3.5 Ton) - Fitness Room - 2031

Asset ID	1024	1 Each	@ \$5,600.00
		Asset Actual Cost	\$5,600.00
		Percent Replacement	100%
		Future Cost	\$7,739.98
Placed in Service	HVAC		
Useful Life	January 2020		
Replacement Year	12		
Remaining Life	31-32		
	9		





**Alta Lakes Community Development District  
Component Detail**

**Concrete Pavers - Pool Deck - 2049**

Asset ID	1025	9,280 Square Feet	@ \$8.10
		Asset Actual Cost	\$75,168.00
		Percent Replacement	100%
		Future Cost	\$176,870.29
Placed in Service	Swimming Pool		
Useful Life	January 2020		
Replacement Year	30		
Remaining Life	49-50		
	27		



**Play Equipment Allowance - Splash Pad - 2034**

Asset ID	1009	1 Lump Sum	@ \$4,500.00
		Asset Actual Cost	\$4,500.00
		Percent Replacement	100%
		Future Cost	\$6,796.35
Placed in Service	Swimming Pool		
Useful Life	January 2020		
Replacement Year	15		
Remaining Life	34-35		
	12		



**Alta Lakes Community Development District  
Component Detail**

**Pool Filtration Refurbishment Allowance - 2049**

Asset ID	1022	1 Lump Sum	@ \$30,000.00
		Asset Actual Cost	\$30,000.00
		Percent Replacement	100%
		Future Cost	\$70,589.99
Placed in Service	Swimming Pool		
Useful Life	January 2020		
Replacement Year	30		
Remaining Life	49-50		
	27		



**Pool Lift - 2034**

Asset ID	1002	1 Each	@ \$4,200.00
		Asset Actual Cost	\$4,200.00
		Percent Replacement	100%
		Future Cost	\$6,343.26
Placed in Service	Swimming Pool		
Useful Life	January 2020		
Replacement Year	15		
Remaining Life	34-35		
	12		





**Alta Lakes Community Development District  
Component Detail**

**Pool Resurfacing/Tile - 2031**

Asset ID	1005	4,640 Square Feet	@ \$16.00
		Asset Actual Cost	\$74,240.00
		Percent Replacement	100%
		Future Cost	\$102,610.03
Placed in Service	Swimming Pool		
Useful Life	January 2020		
Replacement Year	12		
Remaining Life	31-32		
	9		



**Resurfacing - Splash Pad - 2031**

Asset ID	1008	2,209 Square Feet	@ \$6.10
		Asset Actual Cost	\$13,474.90
		Percent Replacement	100%
		Future Cost	\$18,624.19
Placed in Service	Swimming Pool		
Useful Life	January 2020		
Replacement Year	12		
Remaining Life	31-32		
	9		



# Alta Lakes Community Development District Component Detail

## Shade Structure Replacement - 2039

Asset ID	1007	2 Each	@ \$6,800.00
		Asset Actual Cost	\$13,600.00
		Percent Replacement	100%
		Future Cost	\$23,811.60
Placed in Service	Swimming Pool		
Useful Life	January 2020		
Replacement Year	20		
Remaining Life	39-40		
	17		



**Alta Lakes Community Development District  
Component Detail**

**Asphalt Resurfacing (color coat) - 2025**

Asset ID	1028	648 Square Yards	@ \$7.40
		Asset Actual Cost	\$4,795.20
		Percent Replacement	100%
		Future Cost	\$5,550.54
Placed in Service	Pickleball Courts		
Useful Life	January 2020		
Replacement Year	6		
Remaining Life	25-26		
	3		



**Pickleball Court Replacement - 2049**

Asset ID	1043	648 Square Yards	@ \$68.00
		Asset Actual Cost	\$44,064.00
		Percent Replacement	100%
		Future Cost	\$103,682.58
Placed in Service	Pickleball Courts		
Useful Life	January 2020		
Replacement Year	30		
Remaining Life	49-50		
	27		



# Alta Lakes Community Development District Component Detail

## Shade Structure - 2044

Asset ID	1029	1 Lump Sum	@ \$2,800.00
		Asset Actual Cost	\$2,800.00
		Percent Replacement	100%
		Future Cost	\$5,683.21
Placed in Service	Pickleball Courts		
Useful Life	January 2020		
Replacement Year	25		
Remaining Life	44-45		
	22		



**Alta Lakes Community Development District  
Component Detail**

**Plastic Play Surface Border - 2039**

Asset ID	1040	155 Linear Feet	@ \$14.60
		Asset Actual Cost	\$2,263.00
		Percent Replacement	100%
		Future Cost	\$3,962.18
Placed in Service	Playground		
Useful Life	January 2020		
Replacement Year	20		
Remaining Life	39-40		
	17		



**Play Equipment Allowance - 2034**

Asset ID	1037	1 Lump Sum	@ \$50,000.00
		Asset Actual Cost	\$50,000.00
		Percent Replacement	100%
		Future Cost	\$75,515.05
Placed in Service	Playground		
Useful Life	January 2020		
Replacement Year	15		
Remaining Life	34-35		
	12		



**Alta Lakes Community Development District  
Component Detail**

**Electrical Panels/Devices**

Asset ID	1057	Asset Actual Cost	
		Percent Replacement	100%
Placed in Service	Operating Expense	Future Cost	
No Useful Life	January 2020		

**Fitness Equipment Partial Replacement**

Asset ID	1016	Asset Actual Cost	
		Percent Replacement	100%
Placed in Service	Operating Expense	Future Cost	
No Useful Life	January 2020		



**FurniturePartial Replacement - Club Room**

Asset ID	1058	Asset Actual Cost	
		Percent Replacement	100%
Placed in Service	Operating Expense	Future Cost	
No Useful Life	January 2020		

# Alta Lakes Community Development District Component Detail

*FurniturePartial Replacement - Club Room continued...*



## Irrigation System

Asset ID	1053	Asset Actual Cost	
		Percent Replacement	100%
		Future Cost	
Placed in Service	Operating Expense		
No Useful Life	January 2020		

## Landscaping

Asset ID	1054	Asset Actual Cost	
		Percent Replacement	100%
		Future Cost	
Placed in Service	Operating Expense		
No Useful Life	January 2020		

## Message Board

Asset ID	1039	Asset Actual Cost	
		Percent Replacement	100%
		Future Cost	
Placed in Service	Operating Expense		
No Useful Life	January 2020		



# Alta Lakes Community Development District Component Detail

*Message Board continued...*



## Play Surface (mulch)

Asset ID	1041	Asset Actual Cost	
		Percent Replacement	100%
Placed in Service	Operating Expense	Future Cost	
No Useful Life	January 2020		



## Pool Filtration Partial Replacement

Asset ID	1023	Asset Actual Cost	
		Percent Replacement	100%
Placed in Service	Operating Expense	Future Cost	
No Useful Life	January 2020		



# Alta Lakes Community Development District Component Detail

*Pool Filtration Partial Replacement continued...*



## Pool Furniture Partial Replacement

Asset ID	1059	Asset Actual Cost	
		Percent Replacement	100%
		Future Cost	
Placed in Service	Operating Expense		
No Useful Life	January 2020		

## Sand Replenishment/Net - Volleyball Court

Asset ID	1031	Asset Actual Cost	
		Percent Replacement	100%
		Future Cost	
Placed in Service	Operating Expense		
No Useful Life	January 2020		

## Shade Structure Fabric - Pool

Asset ID	1056	Asset Actual Cost	
		Percent Replacement	100%
		Future Cost	
Placed in Service	Operating Expense		
No Useful Life	January 2020		

## Alta Lakes Community Development District Component Detail

*Shade Structure Fabric - Pool continued...*



**Alta Lakes Community Development District  
Component Detail**

**Building Foundation/Frame**

Asset ID	1047	Asset Actual Cost	
		Percent Replacement	100%
Components Not Included		Future Cost	
Placed in Service	January 2020		
No Useful Life			

**Communication Lines To/In Building**

Asset ID	1046	Asset Actual Cost	
		Percent Replacement	100%
Components Not Included		Future Cost	
Placed in Service	January 2020		
No Useful Life			

**Pond Dredging**

Asset ID	1051	Asset Actual Cost	
		Percent Replacement	100%
Components Not Included		Future Cost	
Placed in Service	January 2020		
No Useful Life			

**Pool Shell**

Asset ID	1044	Asset Actual Cost	
		Percent Replacement	100%
Components Not Included		Future Cost	
Placed in Service	January 2020		
No Useful Life			

**Alta Lakes Community Development District  
Component Detail**

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**Utility Lines to/In Building**

Asset ID	1045	Asset Actual Cost	
		Percent Replacement	100%
Components Not Included		Future Cost	
Placed in Service	January 2020		
No Useful Life			

# Report Navigation

- **Executive Summary** provides information about projected year end reserve balance, current annual contribution, interest, and inflation rates:
  - Level of Service is the type of reserve study
  - Funding Method is either Component Funding or Pooled Cash
  - Component Funding Contribution is a year one only amount
  - Current Funding Plan currently used by the Association
  - Recommended Funding Plan maintains adequate funding
- **Funding Model Projections** include both your current plan and our recommended plan. The information included in each column is described below:
  - Year begins with your study year generally for a 30-year term
  - Current cost is the current replacement of all components
  - Annual contribution is the amount placed in reserves each year
  - Annual interest earned on your funds
  - Annual expenditures are the projected component replacement cost by year
  - Projected ending balance is the year end reserve fund balance
  - Fully funded reserves are the fully funded balance for that year. Fully Funded formula is  $\text{Fully Funded Balance} = \text{Component cost} \times \text{Age/Useful Life}$
  - Percent Funded is a measure of fund strength
- **Current Funding Projection** is your current funding plan and how it performs
- **Recommended Funding Model Projection** is the plan we recommend
- **Cash Flow** is a 30-year statement that provides both income and expense information to quickly find when expenditures occur and the resulting financial status of your reserves
- **Annual Expenditure Detail** provides a year to year list of your projected expenditures This is a good section to review each year when preparing your budgets
- **Condition Assessment (if included)** is a brief description of major component condition
- **Component Inventory** contains a list of your components, remaining useful life and quantities we determined from our site visit and other means of measurement
- **Component Detail Index** allows quick access to the detail we have included for each component separated into categories
- **Component Detail** provides a listing of each component, quantities or allowances and photographs of major ones
- **Methodology - Terms of Service – Company Profile** are our Disclosure sections with information about our assumptions, methods of work and our credentials

## METHODOLOGY

Reserve Analysis is a process that identifies capital expenses the District can expect and creates a plan to fund them. This is accomplished by a site visit to visually evaluate components to measure quantities and determine their remaining life. Component Selection Process is based on the Community Associations Institute (CAI) standards for reserve studies and selection of components.

Component must be a commonly owned, have a limited and predictable life, replacement cost must be above a minimum threshold cost. Useful life and replacement cost are obtained from site inspection by experienced inspectors and our database of information, historical information, local Vendors and comparison of similar component cost found at other properties.

The funding plan we develop includes; adequate cash balances, even contributions so all owners pay their fair share over time and moderate contributions with acceptable increases. Percent Funded is defined by industry standards as 70-100% strong, 30-70% fair or adequate and below 30% weak or inadequate. Baseline Funding maintains funds above zero resulting is a high risk of special assessments or deferred maintenance and should be avoided. Threshold Funding maintains reserves above a “Threshold” level providing adequate funding with moderate risk; using this method requires regular analysis updates.

## CREDENTIALS

*Community Advisors, LLC* provides capital reserve planning, property inspection, and construction oversight for a broad base of clients including High-rise Condominiums, Homeowner Associations, Churches, Private Schools, Time Shares, Active Adult, Municipal Utility Plants, Marinas, Historic Buildings & Museums and commercial investment properties.

*Personal Service* attention to detail, quick response and valued client relationships.

*Range of Experience* includes a broad selection of building types, ages and uses from protected historic structures to new communities ready for developer turnover. As commercial general contractors we have experience building many of the types of structure we now provide reserve analysis for, so we understand potential problem areas. As commercial inspectors we have experienced a variety of structural and cosmetic conditions offering solutions for repair. Areas of expertise include MEP systems, energy management, life safety systems, building envelope and roof components, marine structures, street and other site improvements.

*Detailed Site Evaluation is Conducted* to make sure we know your property and include all your assets in our analysis. With our years of experience with community development and commercial construction projects we understand both horizontal and vertical construction and utilize realistic replacement cost and useful life projections in our analysis. *Financial Plan Meets CAI & APRA Standards* with information obtained during the site visit we build a custom-made financial plan to ensure adequate funding for future component replacement which equates to maintaining community value.

*Reserve Analyst Credentials:* Mr. Charles Sheppard is the owner of Community Advisors responsible for field inspection oversight and day to day operations. Mr. Sheppard hold a BS degree from VA Tech and has conducted building evaluations for over 30 years. He is a licensed Florida General Contractor, Home Inspector and earned the professional designations of Certified Construction Inspector (CCI), Professional Reserve Analyst (PRA) and Reserve Specialist (RS).

## TERMS OF SERVICE

We have completed an analysis of your capital components that serves as a budgeting tool. This reserve study reflects the information provided by this client and is not for the purposes of performing an audit or estimating construction projects. Our site visit includes visual observation of components that are accessible and safe for our inspectors to evaluate. Roof evaluation is limited to ground observation for sloped roofs and roof top inspection for flat roofs if safe and stable access is available that meets our safety standards.

We are not responsible for any hidden defects or determining the condition of hidden or underground components or systems. Observing environmental conditions, hazardous materials or determine compliance with building codes or other regulations is not included in our scope of work. Our site visit is not a safety inspection and we are not responsible for any hazards that exist. Destructive testing is not conducted. It has been assumed, unless otherwise noted in this report, that all assets have been designed and constructed properly and that each estimated useful life will approximate that of the norm per industry standards and/or manufacturer's specifications.

Projections of component remaining useful life assumes this client will perform necessary preventative maintenance and repair per industry standards. This reserve analysis study and the parameters under which it has been completed are based upon information provided to us in part by the Client and its contractors, assorted vendors, specialist and independent contractors. Reserve fund balances and contribution amounts for use in our analysis is furnished by the client and deemed accurate. Useful life projections are determined by historical records, component condition and our opinion based on evaluating similar components on other projects. These life projections are changed by weather conditions, use, maintenance procedures and other factors out of our control therefore regular updates to this analysis are needed to maintain funding accuracy. Replacement cost is determined by our experience with similar projects, local vendor pricing and client historical records and should not be considered suitable for budgeting repair or replacement projects. Local contractor proposals must be obtained for this work. No liability is assumed as the result of changing market prices or inaccurate estimates or projections of remaining useful life of components.

Component replacement cost and interest rates constantly change. In order to maintain accuracy of your funding plan updates to this analysis should be conducted annually with a site visit every 2-3 years unless conditions warrant annual visits. Community Advisors, LLC shall not be required to participate in any legal action taken by or against our clients for any reason and shall also not be required to give testimony in depositions or in court. In all cases the liability of Community Advisors, LLC and its Principals, Employees, contractors and Vendors shall be limited to the consulting fee agreed upon for the production of this report. Client financial information is considered confidential and is not disclosed to third parties without your approval. We do use your name for our list of valued clients and when submitting proposals for new projects that request references or recent projects. That request may include size of property, number of units or major components. We also use photos from time to time of components as an example for educational and marketing efforts. Community Advisors and the analyst who prepared this study do not have any relationship that can be considered a conflict of interest. From time to time our Clients ask that we manage repair or replacement of components due to our experience in construction management. We do so with the understanding that full disclosure for both parties is completed.

## DEFINITIONS

**Adjustment to Useful Life:** Typical useful life projections are used for each component. The adjustment is used to modify that life projection for earlier or later replacement. It only applies to the current replacement cycle.

**Cash Flow Method:** A method of determining reserve contributions that are “pooled” to fund replacement cost as needed without restricting funds to any one component.

**Component Method:** A funding method that fully funds each reserve component then sums those for the annual contribution.

**Current Funding Plan:** The funding plan currently used at the time of this analysis with updated component inventory and financial assumptions. This allows you to see how the current contribution level funds future component replacement.

**Effective Age:** Difference of useful and remaining useful life.

**Fully Funded Balance:** Represents the cost of used component life represented by the formula.

$$\text{FFB} = (\text{Current Cost} \times \text{Effective Age}) / \text{Useful Life}$$

**Interest Contribution:** The interest that should be earned on invested reserves.

**Percent Funded:** Ratio of reserve balance to fully funded balance.

**Remaining Life:** Number of years a component is projected to continue to function.

**Threshold Funding:** This plan maintains fund balance above a predetermined threshold dollar or percent funded amount.

**Useful Life:** The estimated useful life of an asset based upon industry standards, manufacturer specification, visual inspection, location, usage, association standards and prior history. aa



## **TAB 14**



## Egis Insurance & Risk Advisors

Is pleased to provide a

Proposal of Insurance Coverage for:

### Alta Lakes Community Development District

Please review the proposed insurance coverage terms and conditions carefully.

Written request to bind must be received prior to the effective date of coverage.

The brief description of coverage contained in this document is being provided as an accommodation only and is not intended to cover or describe all Coverage Agreement terms. For more complete and detailed information relating to the scope and limits of coverage, please refer directly to the Coverage Agreement documents. Specimen forms are available upon request.

## **About FIA**

Florida Insurance Alliance (“FIA”), authorized and regulated by the Florida Office of Insurance Regulation, is a non-assessable, governmental insurance Trust. FIA was created in September 2011 at a time when a large number of Special Taxing Districts were having difficulty obtaining insurance.

Primarily, this was due to financial stability concerns and a perception that these small to mid-sized Districts had a disproportionate exposure to claims. Even districts that were claims free for years could not obtain coverage. FIA was created to fill this void with the goal of providing affordable insurance coverage to Special Taxing Districts. Today, FIA proudly serves and protects nearly 1,000 public entity members.

### **Competitive Advantage**

FIA allows qualifying Public Entities to achieve broad, tailored coverages with a cost-effective insurance program. Additional program benefits include:

- Insure-to-value property limits with no coinsurance penalties
- First dollar coverage for “alleged” public official ethics violations
- Proactive in-house claims management and loss control department
- Complimentary risk management services including on-site loss control, property schedule verification and contract reviews
- Online Risk Management Education & Training portal
- Online HR & Benefits Support portal
- HR Hotline
- Safety Partners Matching Grant Program

### **How are FIA Members Protected?**

FIA employs a conservative approach to risk management. Liability risk retained by FIA is fully funded prior to the policy term through member premiums. The remainder of the risk is transferred to reinsurers. FIA’s primary reinsurers, Lloyds of London and Hudson Insurance Company, both have AM Best A XV (Excellent) ratings and surplus of \$2Billion or greater.

In the event of catastrophic property losses due to a Named Storm (i.e., hurricane), the program bears no risk as all losses are passed on to the reinsurers. FIA purchases property reinsurance to withstand the 1,000-year storm event (probability of exceedance .1%). This level of protection is statistically 2 to 3 times safer than competitors and industry norms.

### **What Are Members Responsible For?**

As a non-assessable Trust, our members are only responsible for two items:

- Annual Premiums
- Individual Member Deductibles

FIA Bylaws prohibit any assessments or other fees.

**Additional information regarding FIA and our member services can be found at [www.fia360.org](http://www.fia360.org).**

Quotation being provided for:

**Alta Lakes Community Development District**  
**c/o Rizzetta & Company 3434 Colwell Ave, Suite 200**  
**Tampa, FL 33614**

**Term: October 1, 2022 to October 1, 2023**

**Quote Number: 100122398**

## **PROPERTY COVERAGE**

### **SCHEDULE OF COVERAGES AND LIMITS OF COVERAGE**

<b>COVERED PROPERTY</b>	
Total Insured Values – Blanket Building and Contents – Per Schedule on file totalling	\$2,101,613
Loss of Business Income	\$1,000,000
Additional Expense	\$1,000,000
<b>Inland Marine</b>	
Scheduled Inland Marine	\$79,000

It is agreed to include automatically under this Insurance the interest of mortgagees and loss payees where applicable without advice.

	<u><b>Valuation</b></u>	<u><b>Coinsurance</b></u>
Property	Replacement Cost	None
Inland Marine	Actual Cash Value	None

<b>DEDUCTIBLES:</b>	\$2,500	Per Occurrence, All other Perils, Building & Contents and Extensions of Coverage.
	3 %	Total Insured Values per building, including vehicle values, for "Named Storm" at each affected location throughout Florida subject to a minimum of \$10,000 per occurrence, per Named Insured.
	Per Attached Schedule	Inland Marine

<b>Special Property Coverages</b>		
<u><b>Coverage</b></u>	<u><b>Deductibles</b></u>	<u><b>Limit</b></u>
Earth Movement	\$2,500	Included
Flood	\$2,500 *	Included
Boiler & Machinery		Included
TRIA		Included

\*Except for Zones A & V see page 8 (Terms and Conditions) excess of NFIP, whether purchased or not

**TOTAL PROPERTY PREMIUM**

**\$21,660**

**Extensions of Coverage**

If marked with an "X" we will cover the following EXTENSIONS OF COVERAGE under this Agreement, These limits of liability do not increase any other applicable limit of liability.

(X)	Code	Extension of Coverage	Limit of Liability
X	A	Accounts Receivable	\$500,000 in any one occurrence
X	B	Animals	\$1,000 any one Animal \$5,000 Annual Aggregate in any one agreement period
X	C	Buildings Under Construction	As declared on Property Schedule, except new buildings being erected at sites other than a covered location which is limited to \$250,000 estimated final contract value any one construction project.
X	D	Debris Removal Expense	\$250,000 per insured or 25% of loss, whichever is greater
X	E	Demolition Cost, Operation of Building Laws and Increased Cost of Construction	\$500,000 in any one occurrence
X	F	Duty to Defend	\$100,000 any one occurrence
X	G	Errors and Omissions	\$250,000 in any one occurrence
X	H	Expediting Expenses	\$250,000 in any one occurrence
X	I	Fire Department Charges	\$50,000 in any one occurrence
X	J	Fungus Cleanup Expense	\$50,000 in the annual aggregate in any one occurrence
X	K	Lawns, Plants, Trees and Shrubs	\$50,000 in any one occurrence
X	L	Leasehold Interest	Included
X	M	Air Conditioning Systems	Included
X	N	New locations of current Insureds	\$1,000,000 in any one occurrence for up to 90 days, except 60 days for Dade, Broward, Palm Beach from the date such new location(s) is first purchased, rented or occupied whichever is earlier. Monroe County on prior submit basis only
X	O	Personal property of Employees	\$500,000 in any one occurrence
X	P	Pollution Cleanup Expense	\$50,000 in any one occurrence
X	Q	Professional Fees	\$50,000 in any one occurrence
X	R	Recertification of Equipment	Included
X	S	Service Interruption Coverage	\$500,000 in any one occurrence
X	T	Transit	\$1,000,000 in any one occurrence
X	U	Vehicles as Scheduled Property	Included
X	V	Preservation of Property	\$250,000 in any one occurrence
X	W	Property at Miscellaneous Unnamed Locations	\$250,000 in any one occurrence
X	X	Piers, docs and wharves as Scheduled Property	Included on a prior submit basis only

X	Y	Glass and Sanitary Fittings Extension	\$25,000 any one occurrence
X	Z	Ingress / Egress	45 Consecutive Days
X	AA	Lock and Key Replacement	\$2,500 any one occurrence
X	BB	Awnings, Gutters and Downspouts	Included
X	CC	Civil or Military Authority	45 Consecutive days and one mile

## CRIME COVERAGE

<u>Description</u>	<u>Limit</u>	<u>Deductible</u>
Forgery and Alteration	Not Included	Not Included
Theft, Disappearance or Destruction	Not Included	Not Included
Computer Fraud including Funds Transfer Fraud	Not Included	Not Included
Employee Dishonesty, including faithful performance, per loss	Not Included	Not Included

## Deadly Weapon Protection Coverage

Coverage	Limit	Deductible
Third Party Liability	\$1,000,000	\$0
Property Damage	\$1,000,000	\$0
Crisis Management Services	\$250,000	\$0

## AUTOMOBILE COVERAGE

Coverages	Covered Autos	Limit	Premium
Covered Autos Liability	8,9	\$1,000,000	Included
Personal Injury Protection	N/A		Not Included
Auto Medical Payments	N/A		Not Included
Uninsured Motorists including Underinsured Motorists	N/A		Not Included
Physical Damage Comprehensive Coverage	N/A	Actual Cash Value Or Cost Of Repair, Whichever Is Less, Minus Applicable Deductible (See Attached Schedule) For Each Covered Auto, But No Deductible Applies To Loss Caused By Fire or Lightning.  See item Four for Hired or Borrowed Autos.	Not Included
Physical Damage Specified Causes of Loss Coverage	N/A	Actual Cash Value Or Cost Of Repair, Whichever Is Less, Minus Applicable Deductible (See Attached Schedule) For Each Covered Auto For Loss Caused By Mischief Or Vandalism  See item Four for Hired or Borrowed Autos.	Not Included
Physical Damage Collision Coverage	N/A	Actual Cash Value Or Cost Of Repair, Whichever Is Less, Minus Applicable Deductible (See Attached Schedule) For Each Covered Auto  See item Four for Hired or Borrowed Autos.	Not Included
Physical Damage Towing And Labor	N/A	\$0 For Each Disablement Of A Private Passenger Auto	Not Included

**GENERAL LIABILITY COVERAGE (Occurrence Basis)**

Bodily Injury and Property Damage Limit	\$1,000,000
Personal Injury and Advertising Injury	Included
Products & Completed Operations Aggregate Limit	Included
Employee Benefits Liability Limit, per person	\$1,000,000
Herbicide & Pesticide Aggregate Limit	\$1,000,000
Medical Payments Limit	\$5,000
Fire Damage Limit	Included
No fault Sewer Backup Limit	\$25,000/\$250,000
General Liability Deductible	\$0

**PUBLIC OFFICIALS AND EMPLOYMENT PRACTICES LIABILITY (Claims Made)**

Public Officials and Employment Practices Liability Limit	Per Claim	\$1,000,000
	Aggregate	\$2,000,000
Public Officials and Employment Practices Liability Deductible		\$0

Supplemental Payments: Pre-termination \$2,500 per employee - \$5,000 annual aggregate.  
Non-Monetary \$100,000 aggregate.

Cyber Liability sublimit included under POL/EPLI

Media Content Services Liability  
Network Security Liability  
Privacy Liability  
First Party Extortion Threat  
First Party Crisis Management  
First Party Business Interruption  
Limit: \$100,000 each claim/annual aggregate





## PREMIUM SUMMARY

**Alta Lakes Community Development District  
c/o Rizzetta & Company 3434 Colwell Ave, Suite 200  
Tampa, FL 33614**

**Term: October 1, 2022 to October 1, 2023**

**Quote Number: 100122398**

### PREMIUM BREAKDOWN

Property (Including Scheduled Inland Marine)	\$21,660
Crime	Not Included
Automobile Liability	Not Included
Hired Non-Owned Auto	Included
Auto Physical Damage	Not Included
General Liability	\$3,259
Public Officials and Employment Practices Liability	\$2,667
Deadly Weapon Protection Coverage	Included
<b>TOTAL PREMIUM DUE</b>	<b>\$27,586</b>

#### IMPORTANT NOTE

Defense Cost - Outside of Limit, Does Not Erode the Limit for General Liability, Public Officials Liability, and Employment related Practices Liability.

Deductible does not apply to defense cost. Self-Insured Retention does apply to defense cost.

Additional Notes:

(None)



**PARTICIPATION AGREEMENT**  
**Application for Membership in the Florida Insurance Alliance**

The undersigned local governmental entity, certifying itself to be a public agency of the State of Florida as defined in Section 163.01, Florida Statutes, hereby formally makes application with the Florida Insurance Alliance ("FIA") for continuing liability and/or casualty coverage through membership in FIA, to become effective 12:01 a.m., 10/01/2022, and if accepted by the FIA's duly authorized representative, does hereby agree as follows:

- (a) That, by this reference, the terms and provisions of the Interlocal Agreement creating the Florida Insurance Alliance are hereby adopted, approved and ratified by the undersigned local governmental entity. The undersigned local governmental entity certifies that it has received a copy of the aforementioned Interlocal Agreement and further agrees to be bound by the provisions and obligations of the Interlocal Agreement as provided therein;
- (b) To pay all premiums on or before the date the same shall become due and, in the event Applicant fails to do so, to pay any reasonable late penalties and charges arising therefrom, and all costs of collection thereof, including reasonable attorneys' fees;
- (c) To abide by the rules and regulations adopted by the Board of Directors;
- (d) That should either the Applicant or the Fund desire to cancel coverage; it will give not less than thirty (30) days prior written notice of cancellation;
- (e) That all information contained in the underwriting application provided to FIA as a condition precedent to participation in FIA is true, correct and accurate in all respects.

Alta Lakes Community Development District

\_\_\_\_\_  
(Name of Local Governmental Entity)

By: \_\_\_\_\_  
Signature Print Name

Witness By: \_\_\_\_\_  
Signature Print Name

IS HEREBY APPROVED FOR MEMBERSHIP IN THIS FUND, AND COVERAGE IS EFFECTIVE October 1, 2022

By: \_\_\_\_\_  
Administrator



## PROPERTY VALUATION AUTHORIZATION

**Alta Lakes Community Development District**  
**c/o Rizzetta & Company 3434 Colwell Ave, Suite 200**  
**Tampa, FL 33614**

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### QUOTATIONS TERMS & CONDITIONS

1. Please review the quote carefully for coverage terms, conditions, and limits.
2. The coverage is subject to 100% minimum earned premium as of the first day of the "Coverage Period".
3. Total premium is late if not paid in full within 30 days of inception, unless otherwise stated.
4. Property designated as being within Flood Zone A or V (and any prefixes or suffixes thereof) by the Federal Emergency Management Agency (FEMA), or within a 100 Year Flood Plain as designated by the United States Army Corps of Engineers, will have a Special Flood Deductible equal to all flood insurance available for such property under the National Flood Insurance Program, whether purchased or not or 5% of the Total Insured Value at each affected location whichever the greater.
5. The Florida Insurance Alliance is a shared limit. The limits purchased are a per occurrence limit and in the event an occurrence exhaust the limit purchased by the Alliance on behalf of the members, payment to you for a covered loss will be reduced pro-rata based on the amounts of covered loss by all members affected by the occurrence. Property designated as being within.
6. Coverage is not bound until confirmation is received from a representative of Egis Insurance & Risk Advisors.

I give my authorization to bind coverage for property through the Florida Insurance Alliance as per limits and terms listed below.

<input checked="" type="checkbox"/>	Building and Content TIV	\$2,101,613	As per schedule attached
<input checked="" type="checkbox"/>	Inland Marine	\$79,000	As per schedule attached
<input type="checkbox"/>	Auto Physical Damage	Not Included	

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Name: \_\_\_\_\_

Title: \_\_\_\_\_

**Alta Lakes Community Development District**

Policy No.: 100122398  
Agent: Egis Insurance Advisors LLC (Boca Raton, FL)

Unit #	Description Address		Year Built Const Type	Eff. Date	Building Value	Total Insured Value	
				Term Date	Contents Value		
	Roof Shape	Roof Pitch		Roof Covering		Covering Replaced	Roof Yr Blt
1	Entry Monument		2019	10/01/2022	\$215,500	\$215,500	
	Alta Drive and Alta Lakes Blvd Jacksonville FL 32226		Masonry non combustible	10/01/2023			
Unit #	Description Address		Year Built Const Type	Eff. Date	Building Value	Total Insured Value	
				Term Date	Contents Value		
	Roof Shape	Roof Pitch		Roof Covering		Covering Replaced	Roof Yr Blt
2	Entry Monument		2019	10/01/2022	\$215,500	\$215,500	
	Alta Drive and Alta Lakes Blvd Jacksonville FL 32226		Masonry non combustible	10/01/2023			
Unit #	Description Address		Year Built Const Type	Eff. Date	Building Value	Total Insured Value	
				Term Date	Contents Value		
	Roof Shape	Roof Pitch		Roof Covering		Covering Replaced	Roof Yr Blt
3	Irrigation System		2019	10/01/2022	\$50,000	\$50,000	
	Alta Drive and Alta Lakes Blvd Jacksonville FL 32226		Pump / lift station	10/01/2023			
Unit #	Description Address		Year Built Const Type	Eff. Date	Building Value	Total Insured Value	
				Term Date	Contents Value		
	Roof Shape	Roof Pitch		Roof Covering		Covering Replaced	Roof Yr Blt
4	Clubhouse		2019	10/01/2022	\$665,359	\$695,820	
	3108 Alta Lake Blvd. Jacksonville FL 32226		Frame	10/01/2023	\$30,461		
	Complex			Asphalt shingles			
Unit #	Description Address		Year Built Const Type	Eff. Date	Building Value	Total Insured Value	
				Term Date	Contents Value		
	Roof Shape	Roof Pitch		Roof Covering		Covering Replaced	Roof Yr Blt
5	Zero-entry pool, splash pad, pumps & equipment		2019	10/01/2022	\$615,305	\$615,305	
	3108 Alta Lake Blvd. Jacksonville FL 32226		Below ground liquid storage tank / pool	10/01/2023			
Unit #	Description Address		Year Built Const Type	Eff. Date	Building Value	Total Insured Value	
				Term Date	Contents Value		
	Roof Shape	Roof Pitch		Roof Covering		Covering Replaced	Roof Yr Blt
6	Playground Equipment		2019	10/01/2022	\$40,000	\$40,000	
	3108 Alta Lake Blvd. Jacksonville FL 32226		Non combustible	10/01/2023			
Unit #	Description Address		Year Built Const Type	Eff. Date	Building Value	Total Insured Value	
				Term Date	Contents Value		
	Roof Shape	Roof Pitch		Roof Covering		Covering Replaced	Roof Yr Blt
7	Access and Security System including Cameras		2019	10/01/2022	\$20,850	\$20,850	
	3108 Alta Lake Blvd. Jacksonville FL 32226		Electrical equipment	10/01/2023			

Sign: \_\_\_\_\_

Print Name: \_\_\_\_\_

Date: \_\_\_\_\_

**Alta Lakes Community Development District**

Policy No.: 100122398  
Agent: Egis Insurance Advisors LLC (Boca Raton, FL)

Unit #	Description		Year Built	Eff. Date	Building Value		Total Insured Value	
	Address		Const Type	Term Date	Contents Value			
	Roof Shape	Roof Pitch			Roof Covering	Covering Replaced	Roof Yr Blt	
8	Outdoor Pool Furniture		2019	10/01/2022	\$14,300			
	3108 Alta Lake Blvd. Jacksonville FL 32226		Property in the Open	10/01/2023			\$14,300	
Unit #	Description		Year Built	Eff. Date	Building Value		Total Insured Value	
	Address		Const Type	Term Date	Contents Value			
	Roof Shape	Roof Pitch			Roof Covering	Covering Replaced	Roof Yr Blt	
9	Goal Posts in Multi-Purpose Field and Athletic Court Fencing, shade pavilion		2019	10/01/2022	\$15,000			
	3108 Alta Lake Blvd. Jacksonville FL 32226		Non combustible	10/01/2023			\$15,000	
Unit #	Description		Year Built	Eff. Date	Building Value		Total Insured Value	
	Address		Const Type	Term Date	Contents Value			
	Roof Shape	Roof Pitch			Roof Covering	Covering Replaced	Roof Yr Blt	
10	2 Pool Shade Structures		2019	10/01/2022	\$23,500			
	3108 Alta Lake Blvd. Jacksonville FL 32226		Non combustible	10/01/2023			\$23,500	
Unit #	Description		Year Built	Eff. Date	Building Value		Total Insured Value	
	Address		Const Type	Term Date	Contents Value			
	Roof Shape	Roof Pitch			Roof Covering	Covering Replaced	Roof Yr Blt	
11	Amenity Fencing		2019	10/01/2022	\$52,000			
	3108 Alta Lake Blvd. Jacksonville FL 32226		Non combustible	10/01/2023			\$52,000	
Unit #	Description		Year Built	Eff. Date	Building Value		Total Insured Value	
	Address		Const Type	Term Date	Contents Value			
	Roof Shape	Roof Pitch			Roof Covering	Covering Replaced	Roof Yr Blt	
12	Mail Kiosks		2019	10/01/2022	\$46,948			
	Within District Jacksonville FL 32226		Property in the Open	10/01/2023			\$46,948	
Unit #	Description		Year Built	Eff. Date	Building Value		Total Insured Value	
	Address		Const Type	Term Date	Contents Value			
	Roof Shape	Roof Pitch			Roof Covering	Covering Replaced	Roof Yr Blt	
13	Monument		2020	10/01/2022	\$56,000			
	Alta Lakes Blvd. and New Berlin Rd. Jacksonville FL 32226		Non combustible	10/01/2023			\$56,000	
Unit #	Description		Year Built	Eff. Date	Building Value		Total Insured Value	
	Address		Const Type	Term Date	Contents Value			
	Roof Shape	Roof Pitch			Roof Covering	Covering Replaced	Roof Yr Blt	
14	Dog Park Fence		2021	10/01/2022	\$11,946			
	3108 Alta Lake Blvd. Jacksonville FL 32226		Non combustible	10/01/2023			\$11,946	

Sign: \_\_\_\_\_

Print Name: \_\_\_\_\_

Date: \_\_\_\_\_

**Alta Lakes Community Development District**

Policy No.: 100122398

Agent: Egis Insurance Advisors LLC (Boca Raton, FL)

Unit #	Description		Year Built	Eff. Date	Building Value		Total Insured Value	
	Address		Const Type	Term Date	Contents Value			
	Roof Shape	Roof Pitch			Roof Covering	Covering Replaced	Roof Yr Blt	
15	Dog Park Equipment		2021	10/01/2022	\$7,271		\$7,271	
	3108 Alta Lake Blvd. Jacksonville FL 32226		Non combustible	10/01/2023				
Unit #	Description		Year Built	Eff. Date	Building Value		Total Insured Value	
	Address		Const Type	Term Date	Contents Value			
	Roof Shape	Roof Pitch			Roof Covering	Covering Replaced	Roof Yr Blt	
16	Fencing along Alta Lakes Blvd.		2021	10/01/2022	\$8,663		\$8,663	
	Alta Lakes Blvd. Jacksonville FL 32226		Non combustible	10/01/2023				
Unit #	Description		Year Built	Eff. Date	Building Value		Total Insured Value	
	Address		Const Type	Term Date	Contents Value			
	Roof Shape	Roof Pitch			Roof Covering	Covering Replaced	Roof Yr Blt	
17	280' of 4' High Vinyl Rail Fence - Along Amenity Center Parking Lot		2021	10/01/2022	\$6,358		\$6,358	
	3104 Alta Lakes Blvd Jacksonville FL 32226		Non combustible	10/01/2023				
Unit #	Description		Year Built	Eff. Date	Building Value		Total Insured Value	
	Address		Const Type	Term Date	Contents Value			
	Roof Shape	Roof Pitch			Roof Covering	Covering Replaced	Roof Yr Blt	
18	Trim Lighting		2022	10/01/2022	\$6,652		\$6,652	
	Alta Lakes Blvd. at Main Entrance Jacksonville Florida 32226		Electrical equipment	10/01/2023				
			Total:	Building Value \$2,071,152		Contents Value \$30,461		Insured Value \$2,101,613

Sign: \_\_\_\_\_

Print Name: \_\_\_\_\_

Date: \_\_\_\_\_

**Alta Lakes Community Development District**

**Policy No.:** 100122398  
**Agent:** Egis Insurance Advisors LLC (Boca Raton, FL)

Item #	Department Description	Serial Number	Classification Code	Eff. Date Term Date	Value	Deductible
1	Pond Fountain 5 hp @ 3249 Alta Lakes Blvd		Mobile equipment	10/01/2022 10/01/2023	\$11,000	\$1,000
2	Pond Fountain 5 hp @ 3394 Alta Lakes Blvd		Mobile equipment	10/01/2022 10/01/2023	\$11,000	\$1,000
3	Pond Fountain 5 hp @ 3305 Alta Lakes Blvd		Mobile equipment	10/01/2022 10/01/2023	\$11,000	\$1,000
4	ADA Lift Chair for pool		Mobile equipment	10/01/2022 10/01/2023	\$6,000	\$1,000
5	Parking Lot & Amenity Lights		Other inland marine	10/01/2022 10/01/2023	\$40,000	\$1,000
				<b>Total</b>	<b>\$79,000</b>	

Sign: \_\_\_\_\_

Print Name: \_\_\_\_\_

Date: \_\_\_\_\_

## **TAB 15**



**RESOLUTION 2022-07**

**A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE ALTA LAKES  
COMMUNITY DEVELOPMENT DISTRICT ADOPTING THE ANNUAL  
MEETING SCHEDULE FOR FISCAL YEAR 2022-2023; AND PROVIDING FOR  
AN EFFECTIVE DATE.**

**WHEREAS**, the Alta Lakes Community Development District (the “District”) is a local unit of special-purpose government created and existing pursuant to Chapter 190, *Florida Statutes*, being situated entirely within Duval County, Florida; and

**WHEREAS**, the District is required by Section 189.015, *Florida Statutes*, to file quarterly, semi-annually, or annually a schedule (including date, time, and location) of its regular meetings with local governing authorities; and

**WHEREAS**, further, in accordance with the above-referenced statute, the District shall also publish quarterly, semi-annually, or annually the District’s regular meeting schedule in a newspaper of general paid circulation in the county in which the District is located; and

**WHEREAS**, the Board desires to adopt the Fiscal Year 2022/2023 annual meeting schedule attached as **Exhibit A**.

**NOW THEREFORE BE IT RESOLVED BY THE BOARD OF SUPERVISORS OF  
THE ALTA LAKES COMMUNITY DEVELOPMENT DISTRICT:**

**SECTION 1.** The Fiscal Year 2022/2023 annual meeting schedule attached hereto and incorporated by reference herein as **Exhibit A** is hereby approved and shall be published in accordance with the requirements of Florida law and also provided to applicable governing authorities.

**SECTION 2.** This Resolution shall become effective immediately upon its adoption.

**PASSED AND ADOPTED** this 28th day of September, 2022.

ATTEST:

**ALTA LAKES COMMUNITY  
DEVELOPMENT DISTRICT**

---

Secretary / Assistant Secretary

---

Chairperson, Board of Supervisors

**Exhibit A:** Fiscal Year 2022/2023 Annual Meeting Schedule

**Exhibit A: Fiscal Year 2022/2023 Annual Meeting Schedule**

**BOARD OF SUPERVISORS MEETING DATES  
ALTA LAKES COMMUNITY DEVELOPMENT DISTRICT  
FISCAL YEAR 2022/2023**

The Board of Supervisors of the Alta Lakes Community Development District will hold their regular meetings for Fiscal Year 2022/2023 at 3108 Alta Lakes Boulevard, Jacksonville, Florida, 32226.

November 30, 2022

January 25, 2023\*

March 22, 2023

April 26, 2023\*

July 26, 2023\*

September 27, 2023

All meetings will convene at **10:00 AM**, with the exception of the meetings marked with an **asterisk\***, which will convene at **6:00 PM**.

The meetings are open to the public and will be conducted in accordance with the provision of Florida Law for Community Development Districts. The meetings may be continued to a date, time, and place to be specified on the record at the meeting. A copy of the agenda for these meetings may be obtained from Rizzetta & Company, Inc., 3434 Colwell Avenue, Suite 200, Tampa, Florida 33614 or by calling (904) 436-6270.

There may be occasions when one or more Supervisors or staff will participate by telephone. Pursuant to provisions of the Americans with Disabilities Act, any person requiring special accommodations at this meeting because of a disability or physical impairment should contact the District Office at (904) 436-6270 at least 48 hours prior to the meeting. If you are hearing or speech impaired, please contact the Florida Relay Service by dialing 7-1-1, or 1-800-955-8771 (TTY) / 1-800-955-8770 (Voice), for aid in contacting the District Office.

A person who decides to appeal any decision made at the meeting with respect to any matter considered at the meeting is advised that person will need a record of the proceedings and that accordingly, the person may need to ensure that a verbatim record of the proceedings is made, including the testimony and evidence upon which such appeal is to be based.

District Manager