



Rizzetta & Company

Alta Lakes Community Development District

**Board of Supervisors' Meeting
March 25, 2026**

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

**ALTA LAKES
COMMUNITY DEVELOPMENT DISTRICT**

Alta Lakes Amenity Center

3108 Alta Lakes Blvd., Jacksonville, FL 32226

www.altalakescdd.org

District Board of Supervisors	Sylvester Wilkins Nelson Ortega Vacant Kevin Sibley Vacant	Chairperson Vice Chairman Assistant Secretary Assistant Secretary Board Member
District Manager	Ben Pfuhl	Rizzetta & Company, Inc.
District Counsel	Kyle Magee	Kutak Rock LLP
District Engineer	Vacant	

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

The Audience Comments portion, **on Agenda Items Only**, will be held at the beginning of the meeting. The Audience Comments portion of the agenda, **on General Items**, will be held at the end of the meeting. During these portions of the agenda, audience members may make comments on matters that concern the District (CDD) and will be limited to a total of three (3) minutes to make their comments.

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 (239) 936-0913. 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
www.altalakescdd.org

Board of Supervisors
Alta Lakes Community
Development District

March 18, 2026

FINAL AGENDA

Dear Board Supervisors:

The **regular** meeting of the Board of Supervisors of the Alta Lakes Community Development District will be held on **March 25, 2025, at 6:00 p.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 the Board of Supervisors' Special Meeting held July 30, 2025..... Tab 1
 - B. Consideration of Minutes of the Board of Supervisors' Regular Meeting held October 1, 2025 Tab 2
 - C. Ratification of Operations & Maintenance Expenditures for September 2025 through February 2026..... Tab 3
- 4. STAFF REPORTS**
 - A. District Counsel
 - B. District Engineer
 - C. Aquatic Maintenance Manager – *Under Separate Cover*
 - D. Landscape Manager..... Tab 4
 1. Consideration of BrightView Landscape Proposals
 - E. Amenity Manager..... Tab 5
 1. Pool Leak Detection Report
 - F. District Manager
- 5. BUSINESS ITEMS**
 - A. Consideration of Appointment to Seat Vacancies
 - B. Consideration of Resolution 2026-01; Redesignating Officers Tab 6
 - C. Consideration of Fence Proposal – *Under Separate Cover*
 - D. Consideration of Amenity Management Renewal Agreement Tab 7
 - E. Consideration of Resolution 2026-02; Conducting General Election Tab 8
 - F. Consideration of Pool Maintenance Proposal..... Tab 9
 - G. Consideration of Pool Shell Repair Proposal..... Tab 10
 - H. Consideration of Splash Pad Resurfacing Proposals Tab 11

6. SUPERVISOR REQUESTS AND AUDIENCE COMMENTS
7. ADJOURNMENT

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

Sincerely,

Benjamin Pfuhl,

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 meeting of the Board of Supervisors of the Alta Lakes Community Development District was held on **July 30, 2025, at 6:00 P.M.** at the Alta Lakes Amenity Center located at 3108 Alta Lakes Blvd., Jacksonville, FL 32226.

Sylvester Wilkins	Board Supervisor, Chairman
Nelson Ortega	Board Supervisor, Vice Chairman
Kevin Sibley	Board Supervisor, Assistant Secretary

Also present were:

Ben Pfuhl	District Manager, Rizzetta & Co., Inc.
Kyle Maggee	District Counsel, Kutak Rock LLP
Tony Shiver	President/Owner, First Coast CMS
Jen Mabus	Account Manager, BrightView

Public audience members present.

FIRST ORDER OF BUSINESS

CALL TO ORDER

Mr. Wilkins called the meeting to order at 6:00 p.m. and Mr. Pfuhl proceeded with the meeting.

SECOND ORDER OF BUSINESS

**AUDIENCE COMMENTS ON
AGENDA ITEMS**

An audience member raised concern about the conditions of the ponds.

An audience member raised a concern about the pond fountains.

An audience member raised a concern about speeding throughout the community.

An audience member raised a concern about parking throughout the community.

THIRD ORDER OF BUSINESS

CONSIDERATION OF MINUTES OF THE BOARD OF SUPERVISORS' REGULAR MEETING HELD APRIL 23, 2025

On a motion by Mr. Wilkins seconded by Mr. Ortega, with all in favor, the Board approved the Minutes of the Board of Supervisors' regular meeting held April 23, 2025, for Alta Lakes Community Development District.

FOURTH ORDER OF BUSINESS

RATIFICATION OF OPERATIONS & MAINTENANCE EXPENDITURES FOR APRIL, MAY, & JUNE 2025

On a motion by Mr. Wilkins, seconded by Mr. Ortega, with all in favor, the Board ratified operation and maintenance expenditures for April 2025, in the amount of \$72,916.15, May 2025, in the amount of \$30,762.95, and June 2025, in the amount of \$44,902.89, for Alta Lakes Community Development District.

FIFTH ORDER OF BUSINESS

ACCEPTANCE OF THE RESIGNATION OF SUPERVISOR KISHA MAYO-LEWIS

Mr. Pfuhl reviewed Ms. Mayo-Lewis' Resignation, informing the Board that the effective date was June 1st, 2025.

On a motion by Mr. Ortega seconded by Mr. Sibley, with all in favor, the Board accepted the resignation of Supervisor Kisha Mayo-Lewis, for Alta Lakes Community Development District.

SIXTH ORDER OF BUSINESS

STAFF REPORTS

A. District Counsel

Mr. Magee reviewed his report with the Board and was available for questions

B. Aquatic Maintenance Manager

Mr. Pfuhl reviewed the pond reports with the Board.

The Board raised concerns about the quality and effectiveness of J&J's work.

On a motion by Mr. Ortega seconded by Mr. Sibley, with all in favor, the Board approved the immediate termination of J&J’s agreement with the District, and directed the staff to seek proposals from different vendors to preform monthly aquatic/stormwater maintenance, and authorized the Chair to hire a temporary vendor in the interim , for Alta Lakes Community Development District.

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C. Landscape Manager

Ms. Mabus reviewed her report with the Board and was available to answer questions.

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D. Amenity Manager

Mr. Shiver reviewed his report with the Board and was available to answer questions.

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E. District Manager

Mr. Pfuhl reviewed his report with the Board and was available to answer questions.

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SEVENTH ORDER OF BUSINESS

**CONSIDERATION OF
FOUNTAIN REPAIR
PROPOSALS**

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Mr. shiver reviewed the proposals to repair the entrance fountain that was damaged by a vehicle accident.

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Mr. Pfuhl stated that he believed most of the costs would be covered by the District’s insurance policy

On a Motion by Mr. Ortega, seconded by Mr. Sibley, with all in favor, the Board approved the Innovative Fountain Services proposal for fountain repair in the amount of \$57,274.00, for Alta Lakes Community Development District.

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EIGHTH ORDER OF BUSINESS

**ACCEPTANCE OF ARBITRAGE
REBATE REPORT**

Mr. Pfuhl reviewed the Arbitrage Rebate Report highlighting that there was no arbitrage liability.

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On a Motion by Mr. Wilkins, seconded by Mr. Ortega, with all in favor, the Board accepted the Arbitrage Rebate Report, for Alta Lakes Community Development District.

111 **NINETH ORDER OF BUSINESS**

**RATIFICATION OF
ACCEPTANCE OF THE FISCAL
YEAR 2023-2024 AUDIT**

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115 Mr. Pfuhl reviewed the Audit with the Board, highlighting that there were no negative
116 findings and that it had been accepted by the Chair outside of a meeting.
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On a Motion by Mr. Wilkins, seconded by Mr. Ortega, with all in favor, the Board ratified the Chair’s acceptance of the Fiscal Year 2023-2024 Financial Audit, for Alta Lakes Community Development District.

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119 **TENTH ORDER OF BUSINESS**

**PUBLIC HEARING ON
ADOPTING FISCAL YEAR 2025-
2026 BUDGET**

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On a Motion by Mr. Sibley, seconded by Mr. Ortega, with all in favor, the Board opened the Public hearing on Adopting Fiscal Year 2025-2026 Budget, for Alta Lakes Community Development District.

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124 There were no public comments at this time.
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On a Motion by Mr. Sibley, seconded by Mr. Ortega, with all in favor, the Board closed the Public hearing on Adopting Fiscal Year 2025-2026 Budget, for Alta Lakes Community Development District.

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127 **ELEVENTH ORDER OF BUSINESS**

**CONSIDERATION OF
RESOLUTION 2025-11;
ADOPTING FISCAL YEAR 2025-
2026 BUDGET**

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On a Motion by Mr. Wilkins, seconded by Mr. Ortega, with all in favor, the Board adopted Resolution 2025-11; Adopting Fiscal Year 2025-2026 Budget, for Alta Lakes Community Development District.

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133 **TWELFTH ORDER OF BUSINESS**

**CONSIDERATION OF
RESOLUTION 2025-12;
IMPOSING SPECIAL
ASSESSMENTS**

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On a Motion by Mr. Sibley, seconded by Mr. Wilkins, with all in favor, the Board adopted Resolution 2025-12; Imposing Special Assessments, in accordance to the previously adopted budget for Fiscal Year 2025-2026, for Alta Lakes Community Development District.

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139 **THIRTEENTH ORDER OF BUSINESS**

**ACCEPTANCE OF FIRST
ADDENDUM TO
PROFESSIONAL DISTRICT
SERVICES CONTRACT**

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Mr. Pfuhl reviewed the addendum with the Board.

On a Motion by Mr. Wilkins, seconded by Mr. Ortega, with all in favor, the Board accepted the First Addendum to Professional District Services Contract with Rizzetta & Company, for Alta Lakes Community Development District.

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147 **FOURTEENTH ORDER OF BUSINESS**

**CONSIDERATION OF
SECURITY GUARD
PROPOSALS**

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On a Motion by Mr. Wilkins, seconded by Mr. Ortega, with all in favor, the Board requested staff schedule a closed security session for the next Board Meeting and appointed Mr. Sibley to approve temporary security measures in the interim, setting a not to exceed amount of \$5,000, for Alta Lakes Community Development District.

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152 **FIFTEENTH ORDER OF BUSINESS**

**CONSIDERATION OF
PLAYGROUND MULCH
PROPOSAL**

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Mr. Shiver reviewed the playground mulch proposal with the Board.

On a Motion by Mr. Ortega, seconded by Mr. Sibley, with all in favor, the Board approved the Mulch Master's proposal for the installation of playground mulch in the amount of \$975.00, for Alta Lakes Community Development District.

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159 **SIXTEENTH ORDER OF BUSINESS**

**RATIFICATION OF APPROVAL
OF ADDITIONAL COSTS FOR
POND DREDGING**

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Mr. Pfuhl reviewed that there was an additional cost of \$1,850 that was required to complete the previously approved pond dredging project and that the Chair had approved the expense outside of a meeting.

On a Motion by Mr. Sibley, seconded by Mr. Ortega, with all in favor, the Board ratified the Chairs approval of \$1,850 to Estate Management to complete the dredging project, for Alta Lakes Community Development District.

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170 SEVENTEENTH ORDER OF BUSINESS

SUPERVISOR REQUESTS AND
AUDIENCE COMMENTS

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173 **Supervisor Requests**

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175 There were no Supervisor Requests at this time.

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177 **Audience Comments**

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179 There were no Audience Comments at this time.

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182 EIGHTEENTH ORDER OF BUSINESS

ADJOURNMENT

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On a motion by Mr. Wilkins, seconded by Mr. Ortega, with all in favor, the Board adjourned the meeting at 9:10 p.m., for Alta Lakes Community Development District.

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Secretary / Assistant Secretary

Chairman / Vice Chairman

DRAFT

Tab 2

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 meeting of the Board of Supervisors of the Alta Lakes Community Development District was held on **October 1, 2025, at 6:00 P.M.** at the Alta Lakes Amenity Center located at 3108 Alta Lakes Blvd., Jacksonville, FL 32226.

Sylvester Wilkins	Board Supervisor, Chairman
Nelson Ortega	Board Supervisor, Vice Chairman
Kevin Sibley	Board Supervisor, Assistant Secretary

Also present were:

Ben Pfuhl	District Manager, Rizzetta & Co., Inc.
Kyle Maggee	District Counsel, Kutak Rock LLP
Tony Shiver	President/Owner, First Coast CMS
Jen Mabus	Account Manager, BrightView

Public audience members present.

FIRST ORDER OF BUSINESS

CALL TO ORDER

Mr. Wilkins called the meeting to order at 6:00 p.m. and Mr. Pfuhl proceeded with the meeting.

SECOND ORDER OF BUSINESS

**AUDIENCE COMMENTS ON
AGENDA ITEMS**

No audience comments at this time

THIRD ORDER OF BUSINESS

**RATIFICATION OF
OPERATIONS & MAINTENANCE
EXPENDITURES FOR JULY &
AUGUST 2025**

On a motion by Mr. Wilkins, seconded by Mr. Ortega, with all in favor, the Board ratified operation and maintenance expenditures for July 2025, in the amount of \$73,299.01 and August 2025, in the amount of \$34,874.38, for Alta Lakes Community Development District.

FOURTH ORDER OF BUSINESS

**CONSIDERATION OF
APPOINTMENT TO SEAT
VACANCIES**

No Board action was taken at this time.

FIFTH ORDER OF BUSINESS

STAFF REPORTS

A. District Counsel

Mr. Magee reviewed his report with the Board and was available for questions

B. Landscape Manager

Ms. Mabus reviewed her report with the Board and was available to answer questions.

Ms. Mabus presented the three irrigation repair proposals to the Board.

On a Motion by Mr. Sibley, seconded by Mr. Wilkins, with all in favor, the Board approved the BrightView proposal for irrigation repairs in the amount of \$412.53, and the BrightView proposal to replace the irrigation clock in the amount of \$440.12, for Alta Lakes Community Development District.

Ms. Mabus reviewed the wood line encroachment proposal with the Board.

The Board tabled this item and asked that the proposal be split into sections and brought to the next meeting.

Ms. Mabus reviewed the entrance enhancement proposal with the Board.

On a Motion by Mr. Ortega, seconded by Mr. Sibley, with all in favor, the Board approved the BrightView proposal for the demo and sod installation in the amount of \$5,174.29, the installation of the Jack Frost Ligustrum in the amount of \$1,642.32, and the installation of mulch in the amount of \$2,170.77, for Alta Lakes Community Development District.

C. Amenity Manager

Mr. Shiver reviewed his report with the Board and was available to answer questions.

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D. District Manager

Mr. Pfuhl reviewed his report with the Board and was available to answer questions.

SIXTH ORDER OF BUSINESS

**CONSIDERATION OF
LANDSCAPE MAINTENANCE
RENEWAL AGREEMENT**

On a Motion by Mr. Sibley, seconded by Mr. Wilkins, with all in favor, the Board approved the BrightView renewal agreement for Landscape and Irrigation Maintenance, for Alta Lakes Community Development District.

SEVENTH ORDER OF BUSINESS

**CONSIDERATION OF
AMENDED AGREEMENT WITH
DOODY DADDY**

On a Motion by Mr. Ortega, seconded by Mr. Sibley, with all in favor, the Board approved the amended agreement with Doody Daddy for pet waste station maintenance, for Alta Lakes Community Development District.

EIGHTH OF BUSINESS

**CONSIDERATION OF
RESPONSE REQUEST FOR
QUALIFICATIONS FOR
PROFESSIONAL ENGINEERING
SERVICES**

The Board reviewed the qualification statements and filed out the Evaluation Criteria Scoring Sheets, with BGE scoring the highest.

On a Motion by Mr. Sibley, seconded by Mr. Wilkins, with all in favor, the Board directed the staff to engage in contract negotiations with BGE for professional engineering services, for Alta Lakes Community Development District.

NINITH ORDER OF BUSINESS

**CONSIDERATION OF AQUATIC
MAINTENANCE PROPOSALS**

Mr. Pfuhl reviewed the proposals from The Lake Doctors, Estate Management, and First Choice with the Board.

On a Motion by Mr. Ortega, seconded by Mr. Wilkins, with all in favor, the Board approved The Lake Doctors Proposal for ongoing aquatic maintenance of the stormwater system, for Alta Lakes Community Development District.

108 **TENTH ORDER OF BUSINESS**

**CONSIDERATION OF
RESOLUTION 2026-02;
SETTING DATE, TIME, AND
LOCATION OF REGULAR
MEETINGS FOR FISCAL YEAR
2025-2026**

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On a Motion by Mr. Wilkins, seconded by Mr. Ortega, with all in favor, the Board adopted Resolution 2026;02; Setting Date, Time, and Location of Regular Meetings for Fiscal Year 2025-2026, for Alta Lakes Community Development District.

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116 **ELEVENTH ORDER OF BUSINESS**

**CONSIDERATION OF AMENITY
MANAGEMENT RENEWAL
AGREEMENT**

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120 Mr. Shiver requested this item be tabled until the next meeting and asked the Board to
121 continue First Coast CMS’s services on a month-to-month basis.

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123 The Board agreed.

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125 **TWELFTH ORDER OF BUSINESS**

**RATIFICATION OF
ACCEPTANCE OF THE
DISTRICT’S INSURANCE
POLICY RENEWAL FOR
FISCAL YEAR 2025-2026**

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131 Mr. Pfuhl reviewed the insurance policy renewal and informed the Board that the Chair
132 had accepted the policy outside of a meeting to ensure there was no gap of coverage for
133 the District.

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On a Motion by Mr. Sibley, seconded by Mr. Ortega, with all in favor, the Board ratified the Chair’s acceptance of the District’s Insurance Policy Renewal for Fiscal Year 2025-2026, for Alta Lakes Community Development District.

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136 **THIRTEENTH ORDER OF BUSINESS**

**CONSIDERATION OF
SECURITY GUARD
PROPOSALS**

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140 *The Board entered a private security session to discuss the security systems of the*
141 *District.*

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143 *The Board closed the private security session.*

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On a Motion by Mr. Ortega, seconded by Mr. Wilkins, with all in favor, the Board approved the use of off duty Jacksonville Sheriff Deputies to patrol the neighborhood and appointed Mr. Wilkins to oversee the schedule for the patrols, for Alta Lakes Community Development District.

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FOURTEENTH ORDER OF BUSINESS

**SUPERVISOR REQUESTS AND
AUDIENCE COMMENTS**

Supervisor Requests

There were no Supervisor Requests at this time.

Audience Comments

There were no Audience Comments at this time.

FIFTEENTH ORDER OF BUSINESS

ADJOURNMENT

On a motion by Mr. Ortega, seconded by Mr. Wilkins, with all in favor, the Board adjourned the meeting at 8:47 p.m., for Alta Lakes Community Development District.

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Secretary / Assistant Secretary

Chairman / Vice Chairman

DRAFT

Tab 3

ALTA LAKES COMMUNITY DEVELOPMENT DISTRICT

DISTRICT OFFICE · 3434 Colwell Avenue, Suite 200 Tampa FL 33614

**Operations and Maintenance Expenditures
September 2025
For Board Approval**

Attached please find the check register listing the Operation and Maintenance expenditures paid from September 1, 2025 through September 30, 2025. This does not include expenditures previously approved by the Board.

The total items being presented:

Approval of Expenditures: **\$16,531.07**

_____ Chairperson

_____ Vice Chairperson

_____ Assistant Secretary

ALTA LAKES COMMUNITY DEVELOPMENT DISTRICT

Paid Operation and Maintenance Expenditures
September 1, 2025 Through September 30, 2025

<u>Vendor Name</u>	<u>Check Number</u>	<u>Invoice Number</u>	<u>Invoice Description</u>	<u>Invoice Amount</u>
COMCAST	20250908-2	8495 74 120	Monthly Cable & Internet 09/25	\$ 415.60
Doody Daddy, LLC	300114	3378488 09/25 ACH 2509-AL	Pet Waste Station Maintenance 09/25	\$ 477.00
First Coast Contract Maintenance Service, LLC	300110	9697	Management Fees - 09/25	\$ 2,588.00
Hart Halsey, LLC	300115	X233.022206	Duty Patrol - Officer Whisman and Binkley 09/25	\$ 540.96
Hart Halsey, LLC	300115	X233.022437	Duty Patrol - Officer Tomberg 09/25	\$ 270.48
Hart Halsey, LLC	300115	X233.022667	Duty Patrol - Officer Clement 09/25	\$ 270.48
Hart Halsey, LLC	300115	X233.992360	Duty Patrol - Officer Tomberg 08/25	\$ 728.00
Hart Halsey, LLC	300116	X233.021736	Duty Patrol - Officer Tomberg and Beltz 08/25	\$ 540.96
Hart Halsey, LLC	300116	X233.021976	Duty Patrol - Officer Tomberg and Molina 08/25	\$ 631.12
Hi-Tech System Associates	300112	429642	Security & Video Monitoring 09/25	\$ 555.00
Innovative Fountain Services	300113	2029492	Monthly Fountain Maintenance 08/25	\$ 789.67
Jacksonville Daily Record	300111	25-05155D	Legal Advertising 09/25	\$ 110.50
JEA	20250922-1	9415158183 08/25 ACH	Utility Services 08/25	\$ 3,079.71

ALTA LAKES COMMUNITY DEVELOPMENT DISTRICT

Paid Operation and Maintenance Expenditures
September 1, 2025 Through September 30, 2025

<u>Vendor Name</u>	<u>Check Number</u>	<u>Invoice Number</u>	<u>Invoice Description</u>	<u>Invoice Amount</u>
Rizzetta & Company, Inc.	300108	INV0000102371	Bond Amortization Schedules 08/25	\$ 600.00
Rizzetta & Company, Inc.	300109	INV0000102250	District Management Fees 09/25	\$ <u>4,933.59</u>
Report Total				<u>\$16,531.07</u>

ALTA LAKES COMMUNITY DEVELOPMENT DISTRICT

DISTRICT OFFICE · 3434 Colwell Avenue, Suite 200 Tampa FL 33614

**Operations and Maintenance Expenditures
October 2025
For Board Approval**

Attached please find the check register listing the Operation and Maintenance expenditures paid from October 1, 2025 through October 31, 2025. This does not include expenditures previously approved by the Board.

The total items being presented:

Approval of Expenditures: **\$84,922.88**

_____ Chairperson

_____ Vice Chairperson

_____ Assistant Secretary

ALTA LAKES COMMUNITY DEVELOPMENT DISTRICT

Paid Operation and Maintenance Expenditures
October 1, 2025 Through October 31, 2025

Vendor Name	Check Number	Invoice Number	Invoice Description	Invoice Amount
Bob's Backflow & Plumbing Services, Inc.	300124	26762	Back Flow Test & Certification 09/25	\$ 90.00
BrightView Landscape Services, Inc.	300137	9473083	Exterior Maintenance 09/25	\$ 7,956.00
BrightView Landscape Services, Inc.	300138	9512199	Exterior Maintenance 10/25	\$ 7,956.00
COMCAST	20250926-01	8495 74 120 3378488 10/25 ACH	Monthly Cable & Internet 10/25	\$ 415.60
Doody Daddy, LLC	300134	2510-AL	Pet Waste Station Maintenance 10/25	\$ 477.00
Egis Insurance Advisors, LLC	300117	29356	Policy #100125398 10/01/2025-10/01/2026	\$ 36,789.00
Egis Insurance Advisors, LLC	300139	29356 B	Balance Due Policy #100125398 10/01/2025 - 10/01/2026	\$ 500.00
First Coast Contract Maintenance Service, LLC	300118	9793	Reimbursables September 2025: 1 09/25	\$ 854.69
First Coast Contract Maintenance Service, LLC	300125	9735	Reimbursables August 2025: 1 08/25	\$ 1,711.13
First Coast Contract Maintenance Service, LLC	300125	9756	Management Fees 10/25	\$ 2,588.00
First Coast Contract Maintenance Service, LLC	300135	9777	Reimbursables - August 2025: 2 09/25	\$ 327.44
First Coast Contract Maintenance Service, LLC	300135	9834	Management Fees 11/25	\$ 2,588.00
First Coast Contract Maintenance Service, LLC	300135	9838	Misc. Labor - Replacement of GFCI outlet to irrigation controller and outlet cover	\$ 170.00
First Coast Contract Maintenance Service, LLC	300135	9839	Reimbursables - September 2025	\$ 980.95

ALTA LAKES COMMUNITY DEVELOPMENT DISTRICT

Paid Operation and Maintenance Expenditures
October 1, 2025 Through October 31, 2025

<u>Vendor Name</u>	<u>Check Number</u>	<u>Invoice Number</u>	<u>Invoice Description</u>	<u>Invoice Amount</u>
Florida Department of Commerce	20251030-01	93432 ACH	Special District Fee for FY 25-26	\$ 175.00
Hart Halsey, LLC	300119	X233.021505	Duty Patrol - Officer Clement 09/25	\$ 721.28
Hart Halsey, LLC	300127	X233.022914	Duty Patrol - Officer McClain 09/25	\$ 270.48
Hi-Tech System Associates	300136	431195	Security & Video Monitoring 10/25	\$ 555.00
Innovative Fountain Services	300126	2029614	Monthly Fountain Maintenance 09/25	\$ 814.20
JEA	20251022-01	9415158183 09/25	Utility Services 09/25	\$ 3,416.46
Kevin Sibley	300128	ACH KS100125	Board of Supervisors Meeting 10/01/25	\$ 200.00
Kutak Rock, LLP	300129	3627296	Legal Services 09/25	\$ 2,565.42
Massey Services, Inc.	300130	66979146	Pest Control Services 09/25	\$ 65.00
Nelson Ortega	300131	NO100125	Board of Supervisors Meeting 10/01/25	\$ 200.00
Republic Services	20251007-01	0687-001564508	Waste Disposal Services - Servies 10/25	\$ 437.72
Rizzetta & Company, Inc.	300122	INV0000103568	District Management Fees 10/25	\$ 5,120.26
Rizzetta & Company, Inc.	300123	INV0000103684	Assessment Roll (Annual) 10/25	\$ 5,965.00

ALTA LAKES COMMUNITY DEVELOPMENT DISTRICT

Paid Operation and Maintenance Expenditures

October 1, 2025 Through October 31, 2025

<u>Vendor Name</u>	<u>Check Number</u>	<u>Invoice Number</u>	<u>Invoice Description</u>	<u>Invoice Amount</u>
School Now	300121	INV-SN-963	School Now CDD ADA-PDF 09/25	\$ 384.38
Sylvester Wilkins	300132	SW100125	Board of Supervisors Meeting 10/01/25	\$ 200.00
Turner Pest Control, LLC	300133	Service Agreement Renewal 10/25	Service Agreement Renewal 10/25	<u>\$ 428.87</u>
Report Total				<u>\$84,922.88</u>

ALTA LAKES COMMUNITY DEVELOPMENT DISTRICT

DISTRICT OFFICE · 3434 Colwell Avenue, Suite 200 Tampa FL 33614

**Operations and Maintenance Expenditures
November 2025
For Board Approval**

Attached please find the check register listing the Operation and Maintenance expenditures paid from November 1, 2025 through November 30, 2025. This does not include expenditures previously approved by the Board.

The total items being presented:

Approval of Expenditures: **\$31,416.14**

_____ Chairperson

_____ Vice Chairperson

_____ Assistant Secretary

ALTA LAKES COMMUNITY DEVELOPMENT DISTRICT

Paid Operation and Maintenance Expenditures
November 1, 2025 Through November 30, 2025

Vendor Name	Check Number	Invoice Number	Invoice Description	Invoice Amount
BrightView Landscape Services, Inc.	300144	9540050	Irrigation Repair 10/25	\$ 440.12
BrightView Landscape Services, Inc.	300144	9540051	Irrigation Repair 10/25	\$ 412.53
COMCAST	20251107-01	8495741203378488-101325	Monthly Cable & Internet 10/25	\$ 415.85
First Coast Contract Maintenance Service, LLC	300151	9865	Reimbursables - October 2025-1	\$ 533.27
First Coast Contract Maintenance Service, LLC	300151	9883	Misc. Labor Replaced of pool deck tiles due to breaking	\$ 285.00
Hart Halsey, LLC DBA	300145	X233.023657	Duty Patrol - Tomberg M and Flanders T	\$ 733.52
Hart Halsey, LLC DBA	300145	X233.023888	Duty Patrol - Beltz R, Tomberg M, and J Pailant j	\$ 853.93
Hart Halsey, LLC DBA	300141	X233.024127	Duty Patrol - Harrell, R, Paillant, J 10/25	\$ 1,036.84
Hart Halsey, LLC DBA	300150	X233.992466	Duty Patrol 09/25	\$ 728.00
Hart Halsey, LLC DBA	300152	X233.992582	Duty Patrol 10/25	\$ 728.00
Hi-Tech System Associates	300146	432754	Security & Video Monitoring 11/25	\$ 555.00
Innovative Fountain Services	300148	2029770	Monthly Fountain Maintenance 10/25	\$ 758.96
JEA	20251121-01	103025-9415158183 ACH	Utility Services 10/25	\$ 4,042.75
Massey Services, Inc.	300142	67453169	Pest Control Services 10/25	\$ 65.00
Republic Services	20251106-01	0687-001572926	Waste Disposal Services 11/25	\$ 437.24

ALTA LAKES COMMUNITY DEVELOPMENT DISTRICT

Paid Operation and Maintenance Expenditures
November 1, 2025 Through November 30, 2025

<u>Vendor Name</u>	<u>Check Number</u>	<u>Invoice Number</u>	<u>Invoice Description</u>	<u>Invoice Amount</u>
Rizzetta & Company, Inc.	300140	INV0000104480	District Management Fees 11/25	\$ 5,120.26
T & M Electric of Clay County, LLC	300149	74837	Lights stopped working at a Fountain 11/25	\$ 1,625.00
The Lake Doctors, Inc	300143	2090663	One Time Application for 18 Ponds 10/25	\$ 9,800.00
The Lake Doctors, Inc	300153	2090670	Water Management - Zone 1 11/25	\$ 2,416.00
Turner Pest Control, LLC	300147	621208147	COMMERCIAL REPAIR WARRANTY 10/25	\$ <u>428.87</u>
Report Total				<u>\$31,416.14</u>

ALTA LAKES COMMUNITY DEVELOPMENT DISTRICT

DISTRICT OFFICE · 3434 Colwell Avenue, Suite 200 Tampa FL 33614

**Operations and Maintenance Expenditures
December 2025
For Board Approval**

Attached please find the check register listing the Operation and Maintenance expenditures paid from December 1, 2025 through December 31, 2025. This does not include expenditures previously approved by the Board.

The total items being presented:

Approval of Expenditures: **\$62,544.01**

_____ Chairperson

_____ Vice Chairperson

_____ Assistant Secretary

ALTA LAKES COMMUNITY DEVELOPMENT DISTRICT

Paid Operation and Maintenance Expenditures
December 1, 2025 Through December 31, 2025

<u>Vendor Name</u>	<u>Check Number</u>	<u>Invoice Number</u>	<u>Invoice Description</u>	<u>Invoice Amount</u>
BrightView Landscape Services, Inc.	300164	9606313	Irrigation Repair 12/25	\$ 490.00
BrightView Landscape Services, Inc.	300167	9608093	Irrigation Repair 12/25	\$ 1,200.00
COMCAST	20251208-01	8495741203378488-111325 ACH	Monthly Cable & Internet 11/25	\$ 425.97
Doody Daddy, LLC	300155	2511-AL	Pet Waste Station Maintenance 11/25	\$ 477.00
Doody Daddy, LLC	300160	2512-AL	Pet Waste Station Maintenance 12/25	\$ 477.00
First Coast Contract Maintenance Service, LLC	300156	9900	Management Fees 12/25	\$ 2,588.00
First Coast Contract Maintenance Service, LLC	300161	9905	Reimbursables October 2025-2	\$ 2,764.98
First Coast Contract Maintenance Service, LLC	300156	9935	Reimbursables-November 2025: 1	\$ 1,280.31
First Coast Contract Maintenance Service, LLC	300168	9967	Pool Maintenance 12/25	\$ 2,588.00
First Coast Contract Maintenance Service, LLC	9981	9981	Purchasing Fee 3% purchase fee 11/25	\$ 773.39
Hart Halsey, LLC	300157	X233.024380	Duty Patrol 11/25	\$ 1,075.76
Hart Halsey, LLC	300157	X233.024641	Duty Patrol - Officer LaFoucade, D 11/25	\$ 270.48
Hart Halsey, LLC	300157	X233.024885	Duty Patro	\$ 270.48
Hart Halsey, LLC	300169	X233.025141	Duty Patrol 11/25	\$ 540.96
Hart Halsey, LLC	300165	X233.025400	Duty Patrol 12/25	\$ 270.48

ALTA LAKES COMMUNITY DEVELOPMENT DISTRICT

Paid Operation and Maintenance Expenditures
December 1, 2025 Through December 31, 2025

<u>Vendor Name</u>	<u>Check Number</u>	<u>Invoice Number</u>	<u>Invoice Description</u>	<u>Invoice Amount</u>
Hart Halsey, LLC	300165	X233.025634	Duty Patro 12/25	\$ 721.28
Hart Halsey, LLC	300165	X233.992765	Duty Patrol 11/25	\$ 728.00
Hi-Tech System Associates	300158	434213	Security & Video Monitoring 12/25	\$ 555.00
Innovative Fountain Services	300162	2029948	Deposit Invoice 11/25	\$ 28,637.00
Innovative Fountain Services	300162	2029951	Monthly Fountain Maintenance 11/25	\$ 685.31
JEA	20251230-01	9415158183-120225	Utility Services 11/25	\$ 4,870.66
Kutak Rock, LLP	300163	3669585	Legal Services 10/25	\$ 2,748.27
Massey Services, Inc.	300159	67887806	Pest Control Services 11/25	\$ 65.00
Massey Services, Inc.	300170	68391133	Pest Control Services 12/25	\$ 65.00
Republic Services	20251209-01	0687-001580638	Waste Disposal Services 12/25	\$ 439.42
Rizzetta & Company, Inc.	300154	INV0000105295	Accounting Services 12/25	\$ 5,120.26
The Lake Doctors, Inc.	300166	2090672	Water Management - Zone 1 12/25	<u>\$ 2,416.00</u>
Report Total				<u>\$62,544.01</u>

ALTA LAKES COMMUNITY DEVELOPMENT DISTRICT

DISTRICT OFFICE · 3434 Colwell Avenue, Suite 200 Tampa FL 33614

**Operations and Maintenance Expenditures
January 2026
For Board Approval**

Attached please find the check register listing the Operation and Maintenance expenditures paid from January 1, 2026 through January 31, 2026. This does not include expenditures previously approved by the Board.

The total items being presented:

Approval of Expenditures: **\$26,074.21**

_____ Chairperson

_____ Vice Chairperson

_____ Assistant Secretary

ALTA LAKES COMMUNITY DEVELOPMENT DISTRICT

Paid Operation and Maintenance Expenditures
January 1, 2026 Through January 31, 2026

Vendor Name	Check Number	Invoice Number	Invoice Description	Invoice Amount
COMCAST	20260107-01	8495741203378488-121325	Monthly Cable & Interne 12/25	\$ 432.23
Doody Daddy, LLC	300178	2601-AL	Pet Waste Station Maintenance 01/26	\$ 507.00
Extra Duty Solutions - DBA Hart Halsey	300173	X233.025897	Duty Patrol 12/25	\$ 856.52
Extra Duty Solutions - DBA Hart Halsey	300173	X233.026153	Duty Patrol 12/25	\$ 976.44
Extra Duty Solutions- DBA Hart Halsey	300173	X233.026415	Duty Patrol 12/25	\$ 495.88
Extra Duty Solutions - DBA Hart Halsey	300181	X233.026593	Duty Patrol 01/26	\$ 265.87
Extra Duty Solutions - DBA Hart Halsey	300181	X233.992872	Duty Patrol 12/25	\$ 728.00
First Coast Contract Maintenance Service, LLC	300172	10003	Purchasing Fee 3% purchase fee 12/25	\$ 1,738.45
First Coast Contract Maintenance Service, LLC	300179	10040	Purchasing Fee 3% purchase fee 12/25	\$ 1,329.28
First Coast Contract Maintenance Service, LLC	300172	9981	Purchasing Fee 3% purchase fee 11/25	\$ 773.39
Florida Department of Revenue	20260121-01	6580195768029-012026	Sales Tax 12/25	\$ 20.57
Future Horizons, Inc.	300180	92769	Aerator Maintenance 12/25	\$ 157.50
Hi-Tech System Associates	300174	435801	Security & Video Monitoring 01/26	\$ 555.00
Innovative Fountain Services	300175	2030131	Monthly Fountain Maintenance 12/25	\$ 690.15

ALTA LAKES COMMUNITY DEVELOPMENT DISTRICT

Paid Operation and Maintenance Expenditures
January 1, 2026 Through January 31, 2026

<u>Vendor Name</u>	<u>Check Number</u>	<u>Invoice Number</u>	<u>Invoice Description</u>	<u>Invoice Amount</u>
JEA	20260127-01	9415158183-010526	Utility Services 12/25	\$ 5,508.15
Kutak Rock, LLP	300182	3644778	Legal Services 09/25	\$ 646.47
Kutak Rock, LLP	300176	3686197	Legal Services 11/25	\$ 269.50
Republic Services	20260106-01	0687-001588718	Waste Disposal Services01/26	\$ 440.17
Rizzetta & Company, Inc.	300171	INV0000106215	Accounting Services 01/26	\$ 5,720.26
School Now	300177	INV-SN-1197	School Now CDD ADA-PDF 12/25	\$ 384.38
The Lake Doctors, Inc.	300184	2097026	Water Management - Zone 2 01/26	\$ 1,163.00
The Lake Doctors, Inc.	300183	2097240	Water Management - Zone 1 01/26	<u>\$ 2,416.00</u>
Report Total				<u>\$26,074.21</u>

ALTA LAKES COMMUNITY DEVELOPMENT DISTRICT

DISTRICT OFFICE · 3434 Colwell Avenue, Suite 200 Tampa FL 33614

**Operations and Maintenance Expenditures
February 2026
For Board Approval**

Attached please find the check register listing the Operation and Maintenance expenditures paid from February 1, 2026 through February 28, 2026. This does not include expenditures previously approved by the Board.

The total items being presented:

Approval of Expenditures: **\$51,981.58**

_____ Chairperson

_____ Vice Chairperson

_____ Assistant Secretary

ALTA LAKES COMMUNITY DEVELOPMENT DISTRICT

Paid Operation and Maintenance Expenditures
February 1, 2026 Through February 28, 2026

Vendor Name	Check Number	Invoice Number	Invoice Description	Invoice Amount
BrightView Landscape Services, Inc.	300190	9662145	Irrigation Repair 01/26	\$ 920.04
BrightView Landscape Services, Inc.	300185	9669536	Exterior Maintenance 11/25	\$ 7,956.00
BrightView Landscape Services, Inc.	300185	9669537	Exterior Maintenance 12/25	\$ 7,956.00
BrightView Landscape Services, Inc.	300185	9669548	Exterior Maintenance 01/26	\$ 7,956.00
BrightView Landscape Services, Inc.	300190	9669549	Exterior Maintenance 02/26	\$ 7,956.00
COMCAST	20260209-01	8495741203378488-011326	Monthly Cable & Interne 01/26	\$ 445.02
Doody Daddy, LLC	300191	2602-AL	Pet Waste Station Maintenance 02/26	\$ 507.00
Extra Duty Solutions DBA Hart Hasley	300186	X233.026771	Duty Patrol 01/26	\$ 1,374.95
Extra Duty Solutions DBA Hart Hasley	300186	X233.027022	Duty Patrol 01/26	\$ 766.36
First Coast Contract Maintenance Service, LLC	300192	10030	Monthly Janitorial Service for the month 02/26	\$ 2,588.00
First Coast Contract Maintenance Service, LLC	10115	10115	Purchasing Fee 3% purchase fee 02/26	\$ 1,493.46
Innovative Fountain Services	300187	2030255	Monthly Fountain Maintenance 01/26	\$ 805.61
JEA	20260225-01	9415158183-020326	Utility Services 01/26	\$ 5,566.71
Massey Services, Inc.	300188	68848370	Pest Control Services 01/26	\$ 65.00

ALTA LAKES COMMUNITY DEVELOPMENT DISTRICT

Paid Operation and Maintenance Expenditures
February 1, 2026 Through February 28, 2026

<u>Vendor Name</u>	<u>Check Number</u>	<u>Invoice Number</u>	<u>Invoice Description</u>	<u>Invoice Amount</u>
Massey Services, Inc.	300193	69373440	Pest Control Services 02/26	\$ 65.00
Republic Services	20260206-01	0687-001596727	Waste Disposal Services 02/26	\$ 440.17
Rizzetta & Company, Inc.	300189	INV0000106637	Accounting Services 02/26	<u>\$ 5,120.26</u>
Report Total				<u>\$51,981.58</u>

Tab 4



Quality Site Assessment

Prepared for: Alta Lakes CDD

General Information

- DATE: Wednesday, Mar 11, 2026
- NEXT QSA DATE: Tuesday, May 04, 2027
- CLIENT ATTENDEES:
- BRIGHTVIEW ATTENDEES: Jennifer Mabus

Customer Focus Areas

Amenity Center, Front Entrance

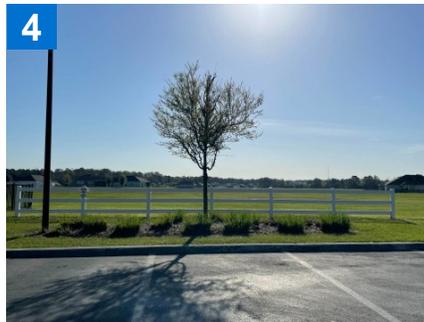
Quality you can count on.

<h1>7</h1> <p>Seven Standards of Excellence</p>	 <p>1 Site Cleanliness</p>	 <p>2 Weed Free</p>	 <p>3 Green Turf</p>
	 <p>4 Crisp Edges</p>	 <p>5 Spectacular Flowers</p>	 <p>6 Uniformly Mulched Beds</p>

QUALITY SITE ASSESSMENT

Alta Lakes CDD

Maintenance Items



- 1** Berlin road, sign looks good. Loropetalum pruned neatly. The two Robellini palms on both sides of the sign have freeze damage. They will be cut back, and monitored. If they do not regrow, we will provide a proposal to replace with a European fan palm.
- 2** The flax lily in some of the road way beds have freeze damage leaving only a little juniper. This spot would be ideal for turf.
- 3** The Walters viburnum need to be fertilized, they are off color and possibly have some freeze damage. We will fertilize and monitor and report back. The Liriope in front will be cut back and fertilized.
- 4** The ornamental grasses at the Amenity center is coming back, and the Live oak trees have new growth. Beds are clean and weed free.

Maintenance Items



5 The Oleander and Japanese Blueberry trees have some freeze damage. The oleander leaves are completely brown, but the Japanese Blueberry are only dropping with some bare patches. The Blueberries have some buds on them, so we will monitor. We can cut the oleander back, and monitor, but they may need to be replaced.

6 There are some bare patches in the turf along the roadway. These areas may have received frost damage. The turf is being fertilized and post emergent weed control in March. So we will let you know about these areas. Same with the St Augustine around the Amenity center.

Recommendations for Property Enhancements



- 1** Picture shows native areas along the northern side of Alta Lakes Drive that are over taking the planted trees. Proposal is submitted to cut back these areas to protect the landscape areas.

Proposal for Extra Work at Alta Lakes CDD

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

Project Name Alta Lakes CDD - cutting back of native areas

Project Description Areas A - C on map - cutting back native areas encroaching

Scope of Work

QTY	UoM/Size	Material/Description	Unit Price	Total
1.00	LUMP SUM	Area A - 3/10ths of mile to prune back growth along the woods edge with power pruners, chain saws and bush hog. Remove large debris by chipping, smaller bush hog debris will be mulched by machine.	\$1,400.00	\$1,400.00
1.00	LUMP SUM	Area B - 4/10ths of mile to prune back growth along the woods edge with power pruners, chain saws and bush hog. Remove large debris by chipping, smaller bush hog debris will be mulched by machine.	\$1,400.00	\$1,400.00
1.00	LUMP SUM	Area C - 1/10ths of mile to prune back growth along the woods edge with power pruners, chain saws and bush hog. Remove large debris by chipping, smaller bush hog debris will be mulched by machine.	\$700.00	\$700.00

For internal use only

SO# 8873694
JOB# 346100484
Service Line 300

Total Price \$3,500.00

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
Enhancement Manager
Certified Arborist #FL-6354A
Certified Pest Control Operator JF95758

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 or General Excise Tax (GET), where applicable.
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 not be liable for any damage that occurs from Acts of God defined as extreme weather conditions, fire, earthquake, etc. 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 or other delays or failure of performance beyond the commercially reasonable control of either party. Under these circumstances, Contractor shall have the right to renegotiate the terms and prices of this Contract within sixty (60) days.
7. 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.
8. **Subcontractors:** Contractor reserves the right to hire qualified subcontractors to perform specialized functions or work requiring specialized equipment.
9. **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.
10. **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.
11. **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.
12. **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.
13. **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.
14. **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.

15. **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:

16. **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 on 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 the appropriate underground utility locator company to locate and mark 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.
17. **Waiver of Liability:** Requests for crown thinning in excess of twenty-five percent (25%) or work not in accordance with ISA (International Society of Arboricultural) 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

Current PM	
Signature	Title
Ben Pfuhl	March 16, 2026
Printed Name	Date

BrightView Landscape Services, Inc. "Contractor"	
Enhancement Manager	
Signature	Title
Jen Mabus	March 16, 2026
Printed Name	Date

Job #:	346100484		
SO #:	8873694	Proposed Price:	\$3,500.00

Proposal for Extra Work at Alta Lakes CDD

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

Project Name Alta Lakes CDD - Cutting back of native area

Project Description Cutting back of the native area along Alta Drive that is encroaching on the landscape

Scope of Work

QTY	UoM/Size	Material/Description	Unit Price	Total
1.00	LUMP SUM	Area D - 3/10ths of a mile to prune back trees, removing some invasive weed trees, cut back wood line and use bush hog. Large debris to be removed, smaller bush hog debris will be mulched up by machine	\$4,900.00	\$4,900.00

For internal use only

SO# 8873688
JOB# 346100484
Service Line 130

Total Price \$4,900.00

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
 Enhancement Manager
 Certified Arborist #FL-6354A
 Certified Pest Control Operator JF95758

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 or General Excise Tax (GET), where applicable.
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 not be liable for any damage that occurs from Acts of God defined as extreme weather conditions, fire, earthquake, etc. 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 or other delays or failure of performance beyond the commercially reasonable control of either party. Under these circumstances, Contractor shall have the right to renegotiate the terms and prices of this Contract within sixty (60) days.
7. 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.
8. **Subcontractors:** Contractor reserves the right to hire qualified subcontractors to perform specialized functions or work requiring specialized equipment.
9. **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.
10. **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.
11. **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.
12. **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.
13. **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.
14. **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.

15. **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:

16. **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 on 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 the appropriate underground utility locator company to locate and mark 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.
17. **Waiver of Liability:** Requests for crown thinning in excess of twenty-five percent (25%) or work not in accordance with ISA (International Society of Arboricultural) 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.

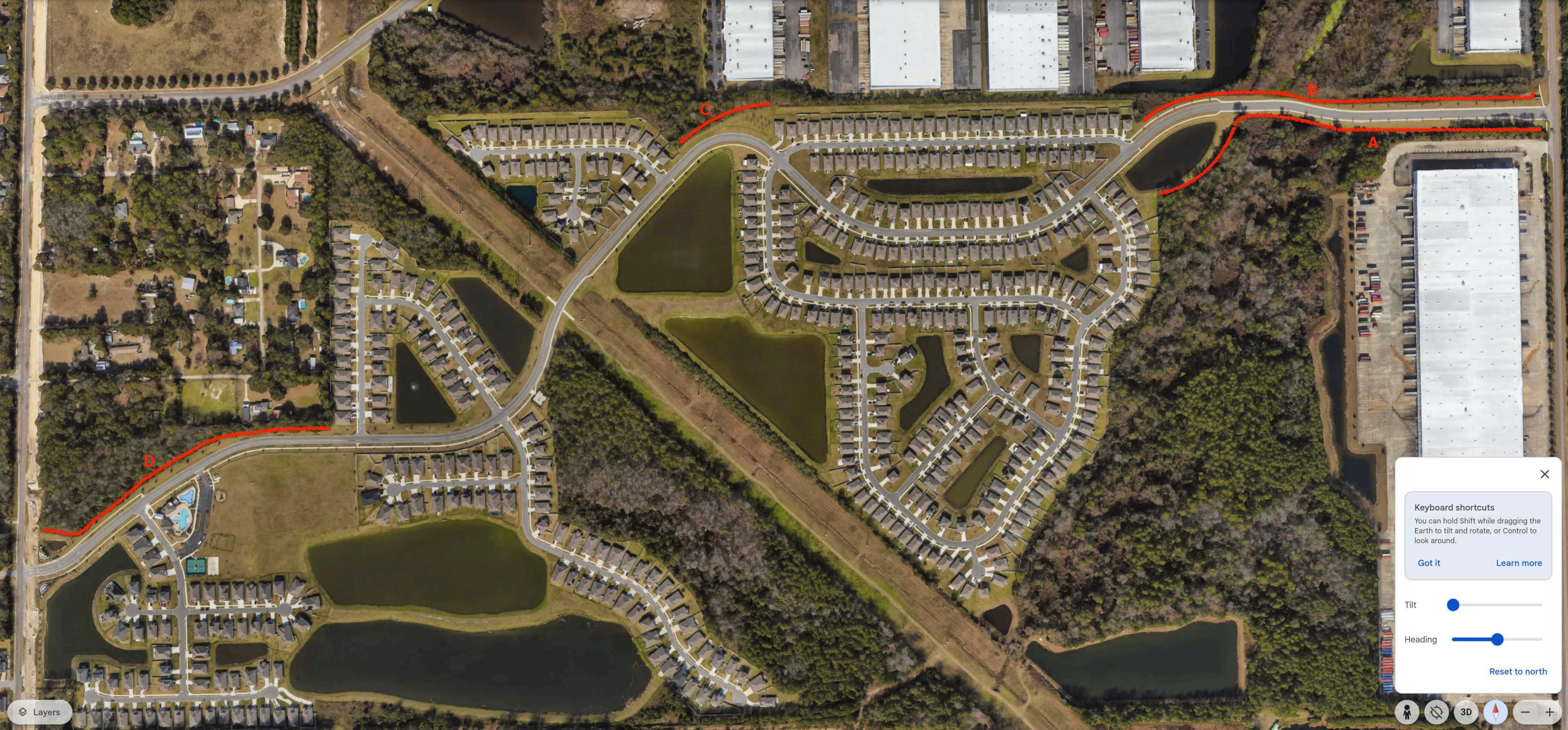
NOTICE: FAILURE TO MAKE PAYMENT WHEN DUE FOR COMPLETED WORK ON CONSTRUCTION JOBS, MAY RESULT IN A MECHANIC'S LIEN ON THE TITLE TO YOUR PROPERTY

Customer

Current PM	
Signature	Title
Ben Pfuhl	March 16, 2026
Printed Name	Date

BrightView Landscape Services, Inc. "Contractor"	
Enhancement Manager	
Signature	Title
Jen Mabus	March 16, 2026
Printed Name	Date

Job #:	346100484		
SO #:	8873688	Proposed Price:	\$4,900.00



Keyboard shortcuts

You can hold Shift while dragging the Earth to tilt and rotate, or Control to look around.

[Got it](#) [Learn more](#)

Tilt

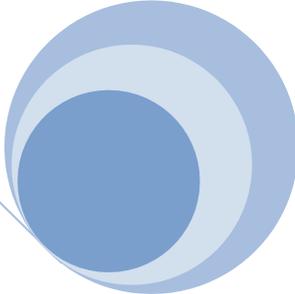
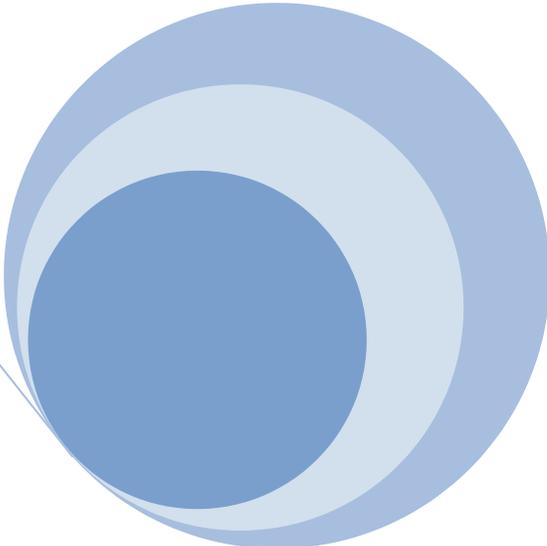
Heading

[Reset to north](#)

Layers



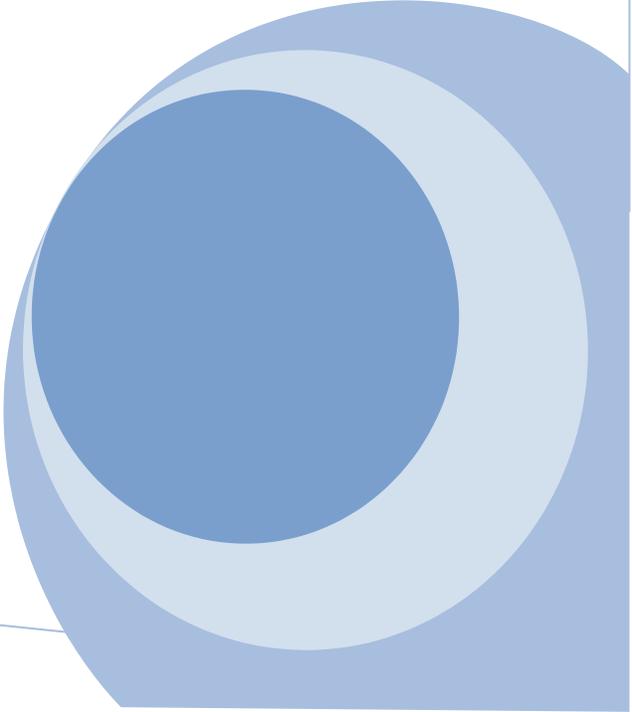
Tab 5

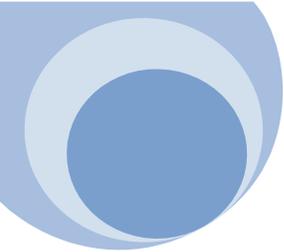


Alta Lakes CDD

Field Report March 2026

First Coast CMS LLC





Pools

At this time, there are multiple issues regarding the pool and splash pad

1. The pool has a leak and needs to be repaired. I have attached a quote from Oak Wells Aquatics for repair. We have reached out to other vendors for quote and are waiting for theirs
2. The splash pad has two cracks that needs to be filled and the surface needs to be recoated. The splash pad can not open until the cracks are repaired
3. There are three LED pool lights that are out and should be replaced. The replacement cost of these fixtures are around \$1300 each. We would like the Board to weigh in and approve the expense before we proceed.
4. There was an emergency repair to the pool deck that needed to be completed. The pavers were collapsing and the Dept of Health required immediate repair in order to keep the pool open
5. There was a plumbing leak in the pool equipment area that needed to be repaired in order to open the pool. This was done.
- 6.

Maintenance and Facility

The A/C for the gym needed repair in Oct. The work was completed by Donovan Heating and Air.

Entrance monument repairs were completed by Innovative Fountains

The LED light bar under the words “Alta Lakes” was replaced.

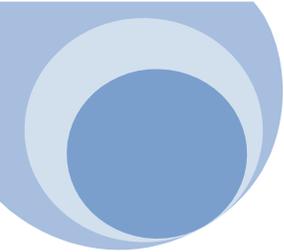
Combo lock to Pickleball Court was damaged and needed to be replaced.

A person broke the glass door to the amenity room with a brick. The replacement cost of the door glass is around \$1100 and should be completed by 1st week of April

The multicolor Trim lights at entrance fountain needed to be repaired in by the installer. Repairs were made under warranty.

Several sections of playground fencing needed to be replaced. This was done in house by staff

The HOA is requesting that electrical service be installed in the field to make it easier to hold community events.



We are recommending that the Board agree to staff the facility with Attendants this Summer on Saturday and Sunday to help monitor facility usage and keep facility clean. It is our recommendation that the staffing be onsite from April through end of September. We are currently recommending 16 hours per week at a rate of \$1,820 per month. This includes staffing for Memorial Day, July 4th, and Labor Day.

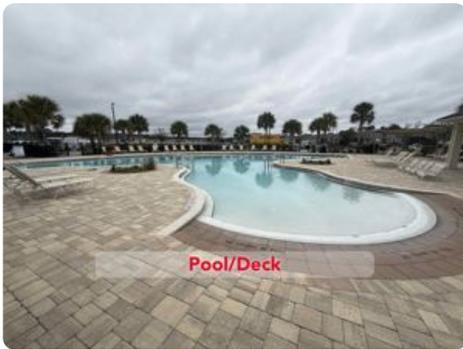
📅 MONDAY, FEBRUARY 16, 2026

Test - Complete Dye Test

Performed a complete dye test.

Deck/Surface/Equipment

Deck: Pavers Surface: Double Sky Blue

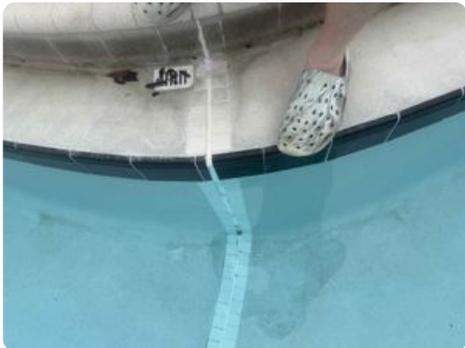


Test - Leak Detection

Performed a complete leak detection on the structure and piping system.

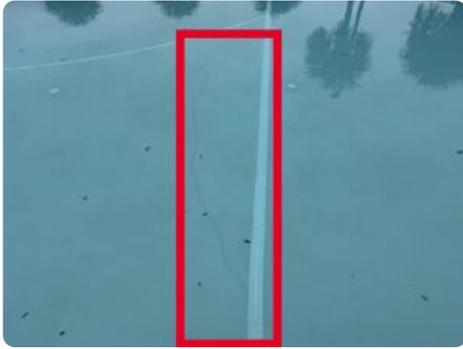
Miscellaneous Leaking Item

All seam joints are leaking within pool. Recommend pool builder to take care of seams to resolve leaking.



Pool - Crack

Found 30ft of a vertical crack, located near the shallow end. Additional Notes: Three cracks located around pool adding up to 30 feet. Recommend pool builder taking care of the cracks at the same time as the seam joints.



Repair requires pool builder

Due to the nature/extent of the damage, the problem found may require a pool builder to fully resolve the issue. We recommend contacting your pool service company for a licensed pool builder for next steps. Our leak report can be used to inform the builder of the issue.

Leak Status - Leaking

The pool will continue to leak until repairs are completed.

Tab 6

RESOLUTION 2026-01

A RESOLUTION OF THE BOARD OF SUPERVISORS OF ALTA LAKES COMMUNITY DEVELOPMENT DISTRICT REDESIGNATING THE OFFICERS OF THE DISTRICT, AND PROVIDING FOR AN EFFECTIVE DATE

WHEREAS, Alta Lakes Community Development District (hereinafter 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 Board of Supervisors (hereinafter the "Board") previously designated Kisha Mayo-Lewis as Assistant Secretary pursuant to Resolution 2023-07.

WHEREAS, the Board of Supervisors of the District desires to designate the Officers of the District.

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

- Section 1.** _____ is appointed Chairman.
- Section 2.** _____ is appointed Vice Chairman.
- Section 3.** _____ is appointed Assistant Secretary.
 _____ is appointed Assistant Secretary.

Section 4. This Resolution shall become effective immediately upon its

adoption. **PASSED AND ADOPTED THIS 1st DAY OF OCTOBER 2025.**

ALTA LAKES COMMUNITY DEVELOPMENT DISTRICT

CHAIRMAN/VICE CHAIRMAN

ATTEST:

SECRETARY/ASST. SECRETARY

Tab 7

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

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



March 1st, 2026

Prepared For: Ben Pfuhl
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 tasks and personnel. With a dedicated maintenance manager directing onsite workers and job tasks, 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 tasks 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 \$850 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 will 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
 Police pool deck for trash

Frequency of Service

Each Visit
 Each Visit

Clean exterior windowsills and windows	Monthly
Clean Soffits and Fascia boards	Monthly or as needed

Recreation Amenities

Duties and Responsibilities	Frequency of Service
Arrange pool furniture and blow off decks	Each Visit
Clean water fountains	Each Visit
Wipe down pool furniture	Weekly
Check sand in ashtrays and clean/replenish (if applicable)	Monthly
High dust exterior ceiling fans and light fixtures	Weekly or as needed
Check light bulbs and replace any that are burnt out	Each Visit

Common Area Maintenance \$350 per month

This includes the following:

- 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 as needed. Does not include Pool 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.

Vendor and Site Management \$750 per month

First Coast CMS will solicit, schedule and monitor third party vendors to 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 vendors 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 manage 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 the facility during Hurricane/Tropical Storms.

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 **\$1950** to be paid within (45) thirty days of invoice date.

Additional staffing approved by District Management will be invoiced at \$26.45 per hour. This includes additional staffing as needed for District Sponsored Special Events.

OPTIONAL: Additional weekend staffing can be provided for the months of April through Sept for \$1820 per month. This would be for 16 hours each week onsite.

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 8

RESOLUTION 2026-02

A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE ALTA LAKES COMMUNITY DEVELOPMENT DISTRICT IMPLEMENTING SECTION 190.006(3), *FLORIDA STATUTES*, AND REQUESTING THAT THE DUVAL COUNTY SUPERVISOR OF ELECTIONS CONDUCT THE DISTRICT'S GENERAL ELECTIONS; PROVIDING FOR COMPENSATION; SETTING FORTH THE TERMS OF OFFICE; AUTHORIZING NOTICE OF THE QUALIFYING PERIOD; AND PROVIDING FOR SEVERABILITY AND AN EFFECTIVE DATE.

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

WHEREAS, the Board of Supervisors of the District (“**Board**”) seeks to implement Section 190.006(3), *Florida Statutes*, and to instruct the Duval County Supervisor of Elections (“**Supervisor**”) to conduct the District’s elections by the qualified electors of the District at the general election (“**General Election**”).

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

1. **GENERAL ELECTION SEATS.** Seat 1, currently Vacant, Seat 2 currently held by Nelson Ortega, and Seat 4 currently Vacant, are scheduled for the General Election in November 2026. The District Manager is hereby authorized to notify the Supervisor of Elections as to what seats are subject to General Election for the current election year.

2. **QUALIFICATION PROCESS.** For each General Election, all candidates shall qualify for individual seats in accordance with Section 99.061, *Florida Statutes*, and must also be a qualified elector of the District. A qualified elector is any person at least 18 years of age who is a citizen of the United States, a legal resident of the State of Florida and of the District, and who is registered to vote with the Duval County Supervisor of Elections. Campaigns shall be conducted in accordance with Chapter 106, *Florida Statutes*.

3. **COMPENSATION.** Members of the Board receive \$200 per meeting for their attendance and no Board member shall receive more than \$4,800 per year.

4. **TERM OF OFFICE.** The term of office for the individuals to be elected to the Board in the General Election is four years. The newly elected Board members shall assume office on the second Tuesday following the election.

5. **REQUEST TO SUPERVISOR OF ELECTIONS.** The District hereby requests the Supervisor to conduct the District's General Election in November 2026. The District understands that it will be responsible to pay for its proportionate share of the General Election cost and agrees to pay same within a reasonable time after receipt of an invoice from the Supervisor.

6. **PUBLICATION.** The District Manager is directed to publish a notice of the qualifying period for each General Election, in a form substantially similar to **Exhibit A** attached hereto.

7. **SEVERABILITY.** The invalidity or unenforceability of any one or more provisions of this Resolution shall not affect the validity or enforceability of the remaining portions of this Resolution, or any part thereof.

8. **EFFECTIVE DATE.** This Resolution shall become effective upon its passage.

PASSED AND ADOPTED this 25th day of March 2026.

**ALTA LAKES COMMUNITY
DEVELOPMENT DISTRICT**

CHAIRPERSON / VICE CHAIRPERSON

ATTEST:

SECRETARY / ASSISTANT SECRETARY

EXHIBIT A

NOTICE OF QUALIFYING PERIOD FOR CANDIDATES FOR THE BOARD OF SUPERVISORS OF THE ALTA LAKES COMMUNITY DEVELOPMENT DISTRICT

Notice is hereby given that the qualifying period for candidates for the office of Supervisor of the Alta Lakes Community Development District (“District”) will commence at noon on June 8, 2026, and close at noon on June 12, 2026. Candidates must qualify for the office of Supervisor with the Duval County Supervisor of Elections located at 1 Imeson Park Blvd, Jacksonville, FL 32218, Ph: (904) 255-8683. All candidates shall qualify for individual seats in accordance with Section 99.061, *Florida Statutes*, and must also be a “qualified elector” of the District, as defined in Section 190.003, *Florida Statutes*. A “qualified elector” is any person at least 18 years of age who is a citizen of the United States, a legal resident of the State of Florida and of the District, and who is registered to vote with the Duval County Supervisor of Elections. Campaigns shall be conducted in accordance with Chapter 106, *Florida Statutes*.

The Alta Lakes Community Development District has three (3) seats up for election, specifically seats 1, 2 and 5. Each seat carries a four-year term of office. Elections are nonpartisan and will be held at the same time as the general election on November 3, 2026, and in the manner prescribed by law for general elections.

For additional information, please contact the Duval County Supervisor of Elections.

Publish on or before May 25, 2026.

Tab 9



904.710.8161
clayton@cbussenterprises.com
www.cbussenterprises.com
152 Lipizzan Trail
Saint Augustine, FL 32095

October 27, 2025

Mr. Tony Shiver
c/o First Coast CMS
352 Peridido St.
St. Johns, FL 32259

Alta Lakes CDD
3108 Alta Lakes BLVD
Jacksonville, FL 32226
Tony@firstcoastcms.com

COMMERCIAL SWIMMING POOL MAINTENANCE CONTRACT

MAINTENANCE COST:

C. Buss Enterprises agrees to provide swimming pool maintenance for the Alta Lakes Community Pool and Splash Pad for a total of **\$1,200.00 per month**. **CHEMICALS NOT INCLUDED**.
Extra Service Visits \$90. Code Brown \$225.

SCHEDULE:

Maintenance shall be performed three (3) days per week, April 15th through September 15th, two (2) days per week, September 16th through April 14th.
On Call:24/7

SCOPE OF WORK:

Check water quality and complete the log sheet as required by FL Code Chapter 64E-9, per visit.
Manually skim, brush, vacuum, and clean tile as necessary.
Conduct tests for Free Available Chlorine, Combined Chlorine, Total Chlorine, pH, Acid Demand, Base Demand, Total Alkalinity, Calcium Hardness, Cyanuric Acid, and Temperature as needed to maintain water quality levels within requirements of Chapter 64E-9.004(d), maintain Saturation Index within +0.3 to -0.3 for proper water balance.
Operate the filtration and recirculation system, cleaning when necessary. Maintain the pool at the proper water level. Check all valves for leaks, all bolts for a snug fit, respond to variations in the sounds of electric motors, check GFCI for proper operation, clean strainers, maintain proper flow rates, and ensure equipment is in a clean condition.

TERMS:

All chemicals required for the above maintenance, as well as any chemicals necessary for special treatments such as stain removal, metal sequestration, foam removal, oil removal, phosphate and nitrate removal, mustard and black algae treatment, and superchlorination, shall be provided by the service contractor, used as needed, and billed accordingly.
The Service Contractor shall not be responsible for any existing damage or stains to the swimming pool or deck finish, or damage to equipment resulting from sump pump failure.
Both parties agree that either party may terminate this agreement, or any person, upon thirty (30) days' written notice, sent by regular mail, to the other party. Both parties agree that this is the sole and total agreement between them, and that no verbal or implied agreement shall be valid unless the same has been written into this contract or any addendum hereto. No changes or alterations to this agreement shall be made unless both parties have agreed to them in writing and have properly executed the agreement.

Contractor: *Clayton Buss*

Title: President

Date: Oct. 27, 2025

Starting Date: _____

Purchaser: _____

Title: _____

Date: _____

Tab 10



8608 Beach Blvd.
Jacksonville, FL 32216
(904) 619-3281

Alta Lakes Pool Shell Repair Proposal

11557 Trout Lake Dr. Jax 32226
March 11, 2026

Scope of work:

Drain pool. Repair approximately 30' long crack in pool shell with staples every 12" along crack (includes up to 30 staples). Patch the plaster with like color/texture along the repair. Use the provided on-site water source to start pool refilling. Excludes water chemistry balancing. PLEASE NOTE: The plaster patch will be visible. It will not blend perfectly with existing plaster. This scope excludes any repairs to plaster that may result from delamination/bubbling when the pool is drained.

Remove existing expansion joint material from joints and apply new Sika 1A. This will require a cure time of 7 days prior to refilling the pool. This scope excludes any tile replacement or narrowing of the joint.

Total Price: \$23,800

Oak Wells Aquatics

Owner

By: _____

By: _____

Accepted this ____ day of _____ 2026

Accepted this ____ day of _____ 2026

Signature: _____

Signature: _____

Tab 11

Oak | Wells

AQUATICS

8608 Beach Blvd.
Jacksonville, FL 32216
(904) 619-3281

Alta Lakes Splash Pad Resurfacing Proposal

11557 Trout Lake Dr. Jacksonville FL, 32226

March 3, 2026

This proposal includes all labor and materials to refinish the surface of the amenity splash pad. Scope of work includes repairing the crack in the concrete, applying a base coat, applying a new acrylic texture with stain in Caribbean Cream (see color below).



Total Price:

\$18,950

Oak Wells Aquatics

Owner

By: _____

By: _____

Accepted this ____ day of _____ 2026

Accepted this ____ day of _____ 2026

Signature: _____

Signature: _____

You stand on it.

Today, there are hundreds of companies across America that resurface concrete pool decks, patios, driveways and walkways. But there aren't many who can say they helped start and shape an industry.

Since 1970, when brothers from Southern California invented it, SUNDEK has been the foremost experts in decorative concrete resurfacing.

We've resurfaced everything from airports to car ports. Five star hotels and two bedroom homes.

SUNDEK transforms your vision into a reality with colors, textures and design with the economy, durability and strength of concrete.

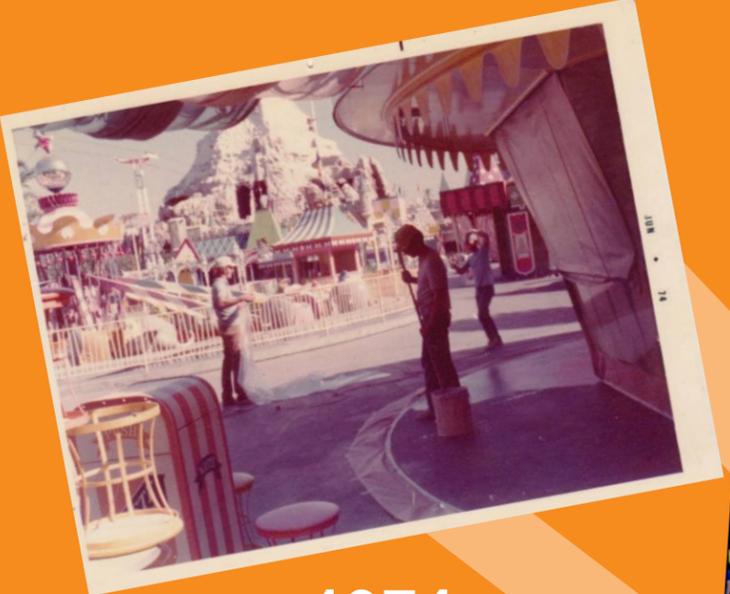
We stand behind every Sundeck surface so that you can stand on it ...for years to come.

We stand behind it.



CLASSIC

The decorative concrete overlay that helped start an industry.



1974



TODAY



Sundeck Products USA, Inc. • 616 East Avenue J. • Grand Prairie, TX 75050
Toll Free (877) 478-6335 • Fax: (817) 649-7292 • solutions@sundek.com • www.sundek.com



SUNDEK CLASSIC texture has been saving & beautifying concrete surfaces for over 50 years!

SUNDEK's Classic Texture is the original spray texture overlay system. Classic Texture is widely accepted by architects, major commercial properties, military installations, and homeowners due to the following **Benefits**:

- Slip Resistant
- Non-Porous
- Reduced Maintenance
- Comfortable Walking Surface
- Extend the Life of Concrete
- Economical & Durable

Classic Texture is perfect for these **Areas**:

- Pool Deck Surrounds
- Patios
- Driveways
- Walkways
- Horizontal & Vertical
- Commercial & Residential

AFTER

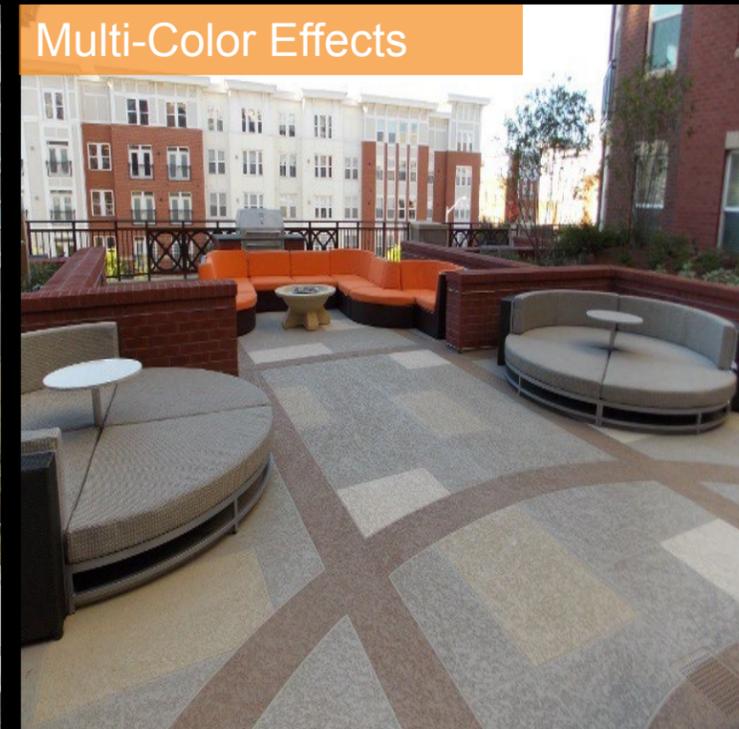
BEFORE



Custom Designs



Multi-Color Effects



Custom Scoreline Effects



Aggregate Effects



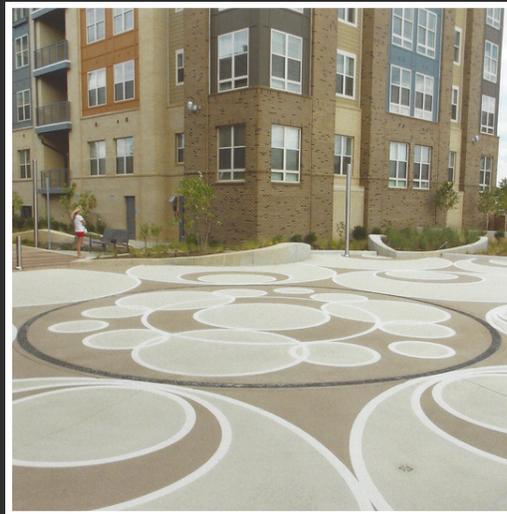


SPLASH PADS

with SUNDEK Classic Texture



SAFE & FUNCTIONAL WITH CUSTOM DESIGNS!



Decorative concrete overlays provide much more than a beautiful concrete surface! SUNDEK's Classic Texture system features slip-resistance, heat reflection, and a comfortable surface to walk on barefoot.



Slip-Resistant Texture

Classic Texture is an acrylic system that is sprayed onto a surface and “knocked” down with a trowel’s edge.

The varied texture makes the surface less slippery than plain concrete.

Fully Customizable Design

If you can imagine it, we can make it!

Get custom designs, logos, and colors on your splash pad. Our artisans can hand craft any design from abstract shapes to replicating a logo to incorporating playful patterns.



Cooler Surface

The varied texture means feet aren’t flat against the surface at any time, providing a comfortable, safe, and cooler surface.

Lighter colors reflect heat instead of absorbing it. Check out our SRI values! Classic Texture surfaces are generally cooler than plain concrete.



CLASSIC TEXTURE IS THE IDEAL COATING FOR SAFE & BEAUTIFUL SPLASH PADS!

Sundeck Products USA, Inc. • 616 East Avenue J, Grand Prairie, TX 75050
Toll Free (877) 478-6335 • solutions@sundeck.com • www.sundeck.com

Form 654 10/23 © 2023 SUNDEK



SunSplash

The Economical, Textured Concrete
Coating Solution



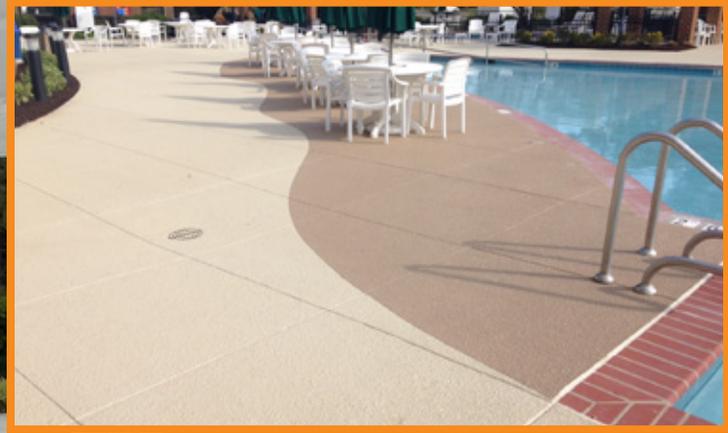
SunSplash

SunSplash is the economical decorative spray textured coating applied to existing vertical or horizontal walking surfaces.

SunSplash provides protection against weather, salts, and environmental pollutants resulting in a maintenance-friendly coating solution.

SUNDEK Effects such as Custom Scoreline, Aggregate Effects, and Masonry Effects can be added to further enhance a projects appeal. Its texture and acrylic properties provide a skid resistant surface ideal for high-traffic areas such as:

- Walkways
- Pool Decks
- Balconies
- Patios
- Retaining Walls
- Curbing



Sundeck Products USA, Inc. • 805 Avenue H., Suite 508 • Arlington, TX 76011
Toll Free (877) 478-6335 • solutions@sundek.com • www.sundek.com





SunSplash

Polymer Modified Cement Coating

PRODUCT DESCRIPTION AND USE

SunSplash is a two-component sprayed cement application. It is a material capable of obtaining excellent adhesion to dry, properly prepared concrete. Sundek SunSplash is a cement coating that can be colored to any of the existing 17 standard colors or to any special one requested by the end user, with the capability to incorporate about any pattern and color effect. The material releases soils easily making it easy to clean and has excellent resistance to a broad range of chemicals. It is a fast drying material and in most cases, areas being coated can be back to service the following day from completion.

SunSplash was developed as a pool deck concrete resurfacing product due to it's none skid properties, easy to clean and coolness under hot climate conditions. Because of it's capabilities for large array of patterns and color effects, is also being used on driveways, patios, entryways, sidewalks, balconies, etc

Chemical Composition

Portland cement, various sizes of sand, vinyl acetate emulsion, and water based acrylic.

Colors

Bone White, Oyster White, Franciscan Tan, Indian Wheat, Mission Tan, Sable, Coral, Mojave Sand Terra Cotta, Brandy Wine, Brick Red, Tweed Gray, Pewter Gray, Peking Blue, Slate Blue, Smoke Gray and Cumberland. Custom colors also available.

Limitations

- Surface must be mechanically prepared and dry.
- Concrete surface to be coated needs to be structurally sound.
- Do not install over soft surfaces such as vinyl or any rubberized coating.
- Do not install over metal or wood.
- Do not install if rain or cold weather is forecasted.
- Slab and ambient temperature above 40 ° F.

TECHNICAL DATA

Physical Properties

Mixing Ratio:

Sundek Additive.....	1.5 quarts
Water.....	3 quarts
Sundek Premix.....	45 pounds



Pot Life (77 degrees, 25% R.H.)..... 15 minutes

Pot Life is reduced by increasing humidity and/or temperature.

Dry Times (77°F, 25% R.H.)

 Dry to Touch 1 hour

 Light Traffic.....2 hours

 Vehicle Traffic72 hours

 Full Chemical Resistance..72 hours

Performance Properties

Weights lbs/ft @ 3/16”1.3 lbs

Thickness (Typical).....3/16”

Bond strength (ASTM C297).....469 psi

Accelerated Aging Test (ASTM A756 D & E).....no effect

Freeze-Thaw (ASTM C-67).....No Breakage < 1% weight loss

Slip Resistance (S.C.O.F.) (ASTM C-1028)..... .81 Wet - 1.03 Dry

Abrasion Test (ASTM D-1242)..... .0328 in = 3000 psi Concrete

Absorption Test (ASTM S-570).....12.7%

Weatherometer (ASTM G23) 2000 hrs.....no effect

Wind Uplift 1-52 Test Procedure @ 190 mph=.....Recover Set/.020 in

Percolation Test (ASTM D-1242) 48”/48hr.....<1%

Impact Resistance Mil D-3134 F.....No Breakage/<.001 in

Fire Resistance (ASTM E108/UBCSTD #32-7/UL790).....Class A

CHEMICAL AND STAIN RESISTANCE

Heavy duty detergent solution.....no effect

Ammonia solution – 5%.....no effect

Prestone coolant.....no effect

Kerosene.....no effect

Soap solution – 1%.....no effect

Diesel fuel.....no effect

Turpentine.....no effect

Gasoline.....no effect

Paint thinner.....no effect

Tuolene.....no effect

Industrial detergent.....no effect

Salt 20% solution.....no effect

Transformer oil.....superficial darkening

Sulfuric acid – 3%.....superficial bleaching

Sulfuric acid concentrated.....considerable darkening

Hydraulic fluids.....considerable darkening

Lubricating oilsuperficial darkening

GENERAL INFORMATION

Moisture Vapor Emissions/Alkalinity Precautions

All interior concrete floors not poured over an effective moisture vapor retarder are subject to possible moisture vapor transmission and related high levels of alkalinity that may lead to blistering and failure of the coating system. It is the coating applicator’s responsibility to conduct calcium chloride and relative humidity probe testing to determine if excessive levels of vapor emissions or alkalinity are present before applying any coatings. These test kits are available from SDP.

Sundeck Products USA, Inc. and its sales agents will not be responsible for coating failures due to undetected moisture vapor emissions or related high levels of alkalinity.

Surface Preparation

If application is done directly over concrete, the surface must be clean, dry and profiled. Preparation must be done by shot blasting or diamond grinding. Surface must have a profile that resembles 100-120 grit sandpaper. If diamond grinding do not polish the surface. 30 grit diamonds are recommended. Remove any hollow or none structurally sound surface. Power wash surface and remove any standing water to eliminate contaminant residue.

Mixing Instructions

For Base Coat application, mix per each 45 pound bag of Premix, 6 quarts of pre-mixed Sundeck Additive (2 parts water, 1 part Additive). Mix for about 2 minutes and then proceed to install.

For Texture Coat application, mix per each 45 pound bag of Premix, 5 quarts of pre-mixed Sundeck Additive (2 parts water, 1 part Additive). Mix for about 2 minutes and then proceed to spray.

Application Recommendations

For Base Coat applications, trowel, squeegee or hopper gun spray application may be used, for Texture Coat, Spray by hopper gun with a constant airflow at 15 lbs and the nozzle tip opening of a ¼ in.

Recommended coverage

For Base coat, 200-300 sq. ft. per bag is recommended, although substrate profile will dictate final coverage. For Texture application, 150 sq. ft. per bag is recommended to achieve desired consistency.

Handling Precautions

Use only with adequate ventilation/or a cartridge type respirator designed to be used for concrete dust. Avoid contact with skin, wear protective gloves. Read Material Safety Data Sheet before using.

Slip and Fall Precautions

OSHA and the American Disabilities Act (ADA) have now set enforceable standards for slip-resistance on pedestrian surfaces. The current coefficient of friction required by ADA is .6 on level surfaces and .8 on ramps. Sundeck Products USA, Inc. recommends the use of angular slip-resistant aggregate in all coatings or flooring systems that may be exposed to wet, oily or greasy conditions. It is the contractor and end users' responsibility to provide a flooring system that meets current safety standards. Sundeck Products USA, Inc. or its sales agents will not be responsible for injury incurred in a slip and fall accident.

WARRANTY INFORMATION

Sundeck Products USA, Inc. guarantees that this product is free from manufacturing defects and complies with our published specifications. In the event that the buyer proves that the goods received do not conform to these specifications or were defectively manufactured, the buyer's remedies shall be limited to either the return of the goods and repayment of the purchase price or replacement of the defective material at the option of the seller. SUNDECK PRODUCTS USA, INC. MAKES NO OTHER WARRANTY, EXPRESSED OR IMPLIED, AND ALL WARRANTIES OF MERCHANTABILITY AND FITNESS FOR A PARTICULAR PURPOSE ARE HEREBY DISCLAIMED. Sundeck Products USA, Inc. shall not be liable for damages caused by application of its products over concrete with excessive moisture vapor transmission or alkalinity. Sundeck Products USA, Inc. shall not be liable for any injury incurred in a slip and fall accident. Manufacturer or seller shall not be liable for prospective profits or consequential damages resulting from the use of this product.



SECTION 03360
CONCRETE FINISHES
CLASSIC TEXTURE

PART 1 GENERAL

1.1 SECTION INCLUDES

- A. Resurfacing of exterior concrete pavement.
- B. Resurfacing of interior concrete floors.
- C. Repair of vertical and overhead horizontal surfaces.
- D. Repair of damaged structural members.
- E. Elimination of water bearing cracks.

1.2 RELATED SECTIONS

- A Section 03300 - Cast-In-Place Concrete: New concrete.
- B Section 03330 - Architectural Concrete.
- C Section 02751 - Portland Cements Concrete Paving.
- D Section 03925 - Concrete Resurfacing and Rehabilitation.

1.3 REFERENCES

- A ANSI A118.4 - Specifications for Latex Portland Cement Mortar.
- B ASTM C67 - Standard Test Methods for Sampling and Testing Brick and Structural Clay Tile.
- C ASTM A756 D & E – Standard Test Methods for Aging Test by Acceleration.
- D ASTM C1028 – Standard Test Methods for Coefficient of Friction.
- E ASTM D1242 – Standard Test Methods for Abrasion Resistance.
- F ASTM D570 – Standard Test Methods for Water Absorption.
- G ASTM D229 – Standard Test Methods for Chemical Resistance by 12 Reagents.

1.4 SUBMITALS

- A Submit under provisions of Section 01300.
- B Product Data: Manufacturer's data sheets on each product to be used, including:
 - 1. Preparation instructions and recommendations.
 - 2. Storage and handling requirements and recommendations.
 - 3. Installation methods.
- C Shop Drawings.
- D Selection Samples: For each finish product specified, two complete sets of color chips representing manufacturer's full range of available colors and patterns.
- E Verification Samples: For each finish product specified, two samples, minimum size 6 inches (150 mm) square, represent actual product, color, and patterns.

1.5 QUALITY ASSURANCE

- A Manufacturer Qualifications.
- B Installer Qualifications.
- C Mock-Up: Provide a mock-up for evaluation of surface preparation techniques and application workmanship.
 - 1. Finish areas designated by Architect.
 - 2. Do not proceed with remaining work until workmanship, color, and sheen are approved by Architect.
 - 3. Refinish mock-up area as required to produce acceptable work.

1.6 DELIVERY, STORAGE, AND HANDLING

- A. Properly label and identify all containers as Sundeck materials.
- B. Deliver and store all materials to prevent damage to product and containers.
- C. Store all material in a clean, dry location where temperatures are maintained between 40 and 90 degrees Fahrenheit.
- D. Comply with manufacture's Material Safety Data Sheets (MSDS) for delivery, storage and handling of products.

1.7 PROJECT CONDITIONS

- A Maintain environmental conditions (temperature, humidity, and ventilation) within limits recommended by manufacturer for optimum results. Do not install products under environmental conditions outside manufacturer's absolute limits.
- B Exterior Surfaces: Do not apply materials in wet weather.

PART 2 – PRODUCTS

2.1 MANUFACTURER

- A Acceptable Manufacturer: SUNDECK Products Inc, U.S.A., which is located at: 805 Ave H Suite 508; Arlington TX, 76011; ASD. Toll Free Tel: 877-478-6335; Email: request_info@sundek.com; Web: www.sundek.com;

2.2 CLASSIC TEXTURE SYSTEM

- A Copolymer Modified Cementitious Spray Texture Finish: Sundek Classic Texture as manufactured by Sundek Design Products.

2.3 ACCEPTABLE MATERIALS

- A Sundek Premix:
 - 1. Copolymer modified thin set cement coating to be used in conjunction with Sundek Additive, available in Tan, Grey, Red and White colors.
- B Sundek Primer/Additive:
 - 1. Vinyl acetate emulsion with 53% solids content.
- C Sundek Finish Coat:
 - 1. Water base acrylic color effect available in 16 standard colors or any customer color choice as special order.
- D Sundek Clear Finish Coat:
 - 1. Water based Acrylic Clear coat with 20% solids.
- E No materials can be substituted other than those specified by Sundeck Products, Inc.

2.4 PERFORMANCE

- A Weighs lbs./ft @ (3/16").....1.3 lbs.
- B Thickness (Typical).....3/16".
- C Bond Strength (ASTM C297).....469 psi.
- D Accelerated Aging (ASTM A756 D&E).....Unaffected.
- E Freeze-Thaw (ASTM C67).....No Breakage <1% weight loss.
- F Slip Resistance (S.C.O.F., ASTM C1028).....81 Wet-1.03 dry.
- G Abrasion (ASTM D1242).....0328 in. = 3000 psi Concrete.
- H Absorption (ASTM D570).....12.7%.
- I Percolation (ASTM D1242) 48"/48hr.....<1%.
- J Chemical Resistance (ASTM D229) 12 Reagents.....Unaffected.
- K Impact Resistance (Mil D3134 F).....No Breakage / < .62 in.
- L Concentrated Load Test (500 lb).....No Breakage / < .001 in.

PART 3 – EXECUTION

3.1 EXAMINATION

- A Concrete shall be structural sound, with required reinforcements and footings. Place and finish concrete in a skilled and workmanlike manner.
- B Install control joints throughout concrete as required to prevent cracking. All control joints must be honored and cannot be bridged with the Sundeek Classic Texture Effect installation.
- C Provide surface drainage at all points no less than 1/4 inch per linearfoot. Drainage correction is not guaranteed in the Sundeek Classic Texture Effect installation.

3.2 PREPARATION

- A. Clean concrete surface with high-pressure power washer.
- B. Remove dirt, grease, oil, curing compounds or other foreign substances, which may prevent proper bonding.
- C. Provide protective masking at all adjacent areas not to be coated.
- D. Repair cracks, surface damage and any corrective measures on concrete.

3.3 APPLICATION

- A. Spray or roll Sundeek Primer/Additive on area to be coated. Allow to dry and become transparent.
- B. SUNDEK BASE COAT (Required for blending repairs and profiling rough concrete surfaces).
 - 1. Apply Sundeek Base Coat using squeegee or trowel uniformly on area to be coated to a minimum thickness of 1/16" and allow drying.
 - 2. OPTIONAL MASONRY EFFECT - Place Sundeek Masonry Effects templates at area to be coated.
- C. Mix Sundeek Premix for Base Coat Application using mechanical agitation for 3-6 minutes as per mix design:
 - 1. Sundeek Additive/Primer.....0.5.gal.....4.5 lbs
 - 2. Sundeek Premix.....1 bag.....45 lbs
 - 3. *Clean Water.....1 gal
 - 4. *Water ratio will vary with temperature and humidity.
- D. Mix Sundeek Premix for Classic Texture using mechanical agitation for 3-6 minutes as per mix design:
 - 1. Sundeek Additive/Primer0.3 gal.....4.5 lbs
 - 2. Sundeek Premix.....1 Bag..... 45 lbs
 - 3. *Clean Water.....0.6 gal
 - 4. *Water ratio will vary with temperature and humidity.
- E. Spray Sundeek Classic Texture Premix thru hopper gun with air pressure at 12lbs.
- F. Knock down sprayed texture after it loses its gloss.
- G. Spray Sundeek Finish Coat to surface once is completely dry by roller or airless type sprayer and allow drying completely.
- H. OPTIONAL MASONRY EFFECTS - Remove Sundeek Masonry Effects templates when Colored

area is dry.

- I. OPTIONAL SCORING EFFECTS - Score desired pattern into Sundek Classic Texture Effect using masonry cutting wheel and grinder.
- J. Apply Sundek Clear Finish Coat with roller or sprayer.
- K. Remove all protective masking upon drying of Sundek Clear Finish Coat.

3.4 PROTECTION

- A. Protect all phases of Sundek Classic Texture Effect from moisture, freezing and foot traffic for 24 hours. Prevent vehicular traffic for 72 hours from finish of application.
- B. Owner or General Contractor will provide protection for finished Sundek Classic Texture Effect from damage by others until acceptance by responsible party.

3.5 MAINTENANCE

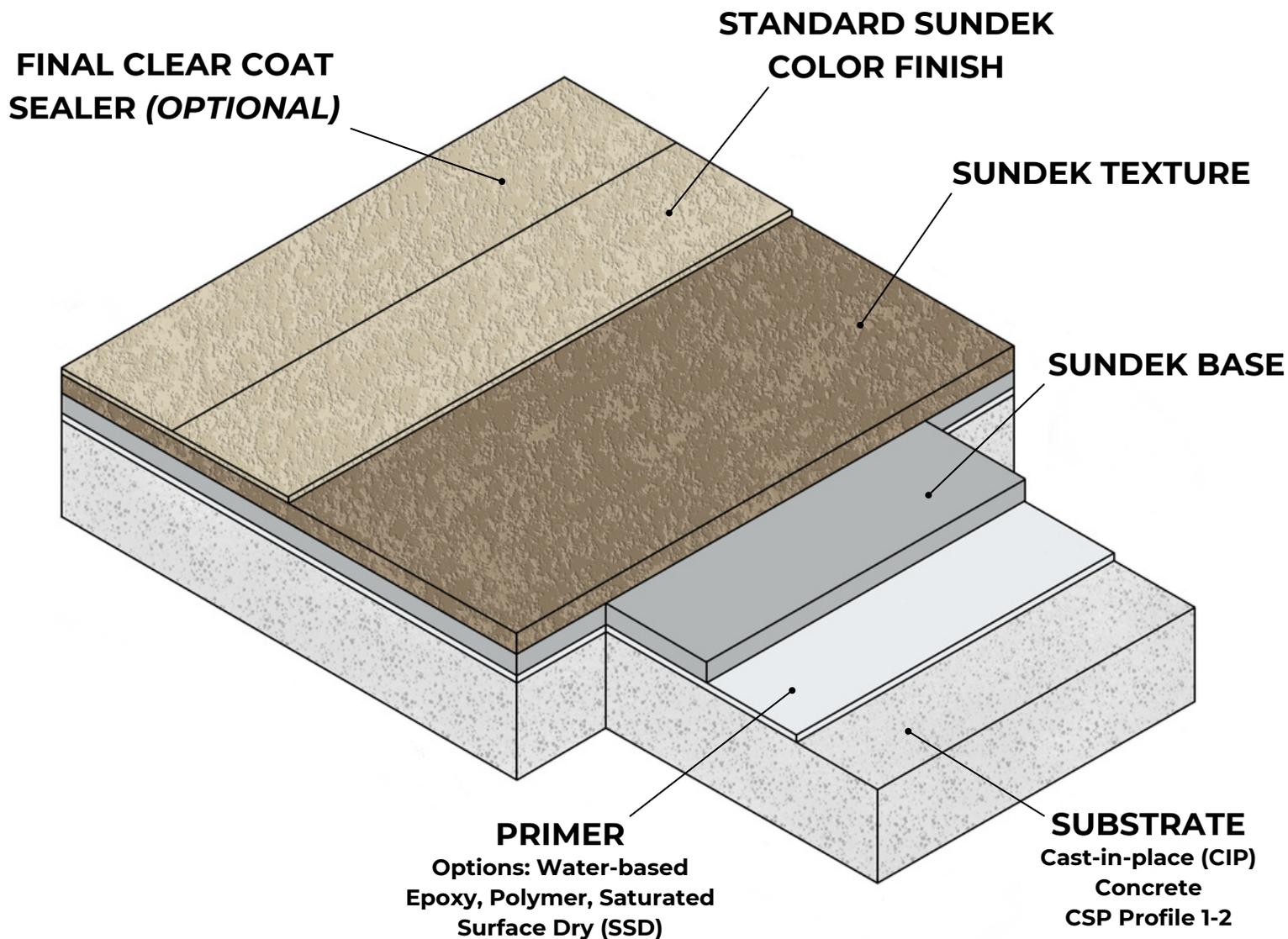
- A. Power wash or rinse thoroughly on a regular basis as needed.
- B. A mild solution of muriatic acid can be use for tougher stains.
- C. Touch up and perform all minor repairs as needed with touch up kits provided by Sundek during installation.
- D. Re-coloring of coating can be done to refresh the appearance and promote longevity.
- E. Contact your Sundek dealer for further assistance.

END OF SECTION



SUNDEK TEXTURE SYSTEM

Standard Exterior



DESIGN OPTIONS AVAILABLE

- Masonry Effect
- Custom Scoreline
- Aggregate Effects
- Multi-color Effects
- Custom Designs or Logos

FEATURES OF CLASSIC TEXTURE

- 1/8-1/4 inch depth
- SUNDEK system honors all expansion and control joints
- 16 Signature Colors
- Meets LEED requirements (refer to SRI Values Sheet)





SunClear

"When it's time to protect your concrete from exposure to the elements and everyday living."

SunClear

Protection of concrete and its coatings is as important as the design and colors you choose.

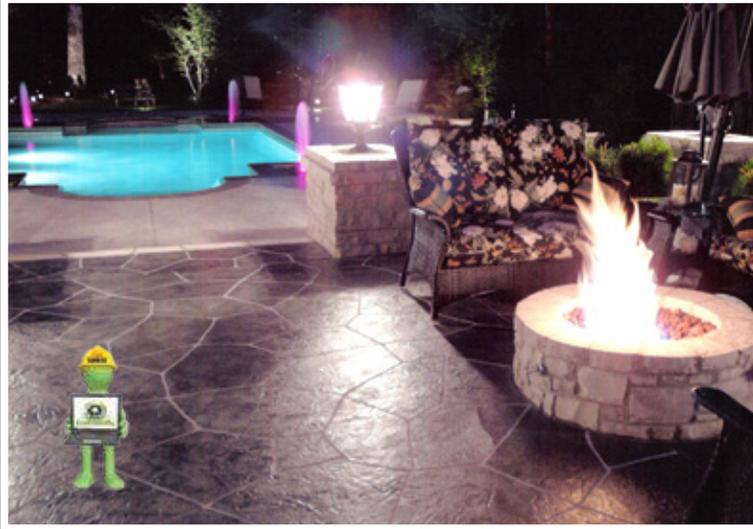
That is why we have created two lines of clears to protect your investment:

EcoProtect - eco-friendly sealers for everyday protection.

UltraProtect - industrial strength clear coats.



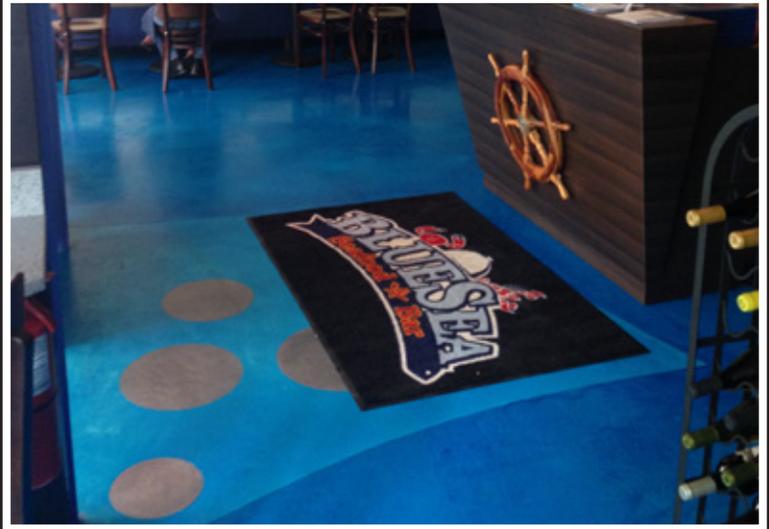
EcoProtect water-base clears



EcoProtect are high performance finish coats for seamless flooring, coating, and decorative concrete applications.

The **EcoProtect** line is user and environmentally friendly - the ideal protective coat for areas that require maximum gloss retention, ease of maintenance, and resistance to foot traffic. Resistance to yellowing as well as UV stability makes it ideal for pool decks, patios, walkways, hospitals, retail stores, and restaurants to name a few.

UltraProtect solvent-based clears



UltraProtect clear sealers are used for maximum protection of your flooring and concrete coating applications.

UltraProtect produces a protective film that is hard, flexible, and very impact resistant.

UltraProtect provides maximum cleanability and stain resistance, making it the perfect application for commercial surfaces and heavy foot and vehicular traffic. Ideal installations consist of areas such as driveways, porte cocheres, service bays, garages, aircraft hangers, or other high-wear areas that need to resist fuels and chemicals.



Sundeck Products USA, Inc. • 805 Avenue H., Suite 508 • Arlington, TX 76011
Toll Free (877) 478-6335 • solutions@sundek.com • www.sundek.com





SIGNATURE COLORS

SUNDEK Acrylic Water-Based Finish Coat



Our 16 Signature Colors can be applied over bare, textured and various types of decorative concrete surfaces.



OYSTER WHITE



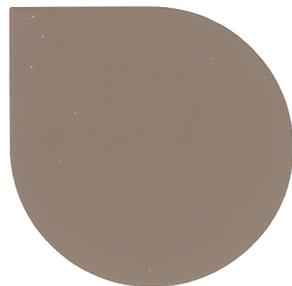
BONE WHITE



INDIAN WHEAT



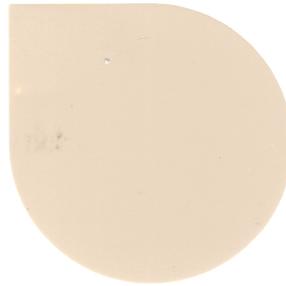
FRANCISCAN TAN



MISSION TAN



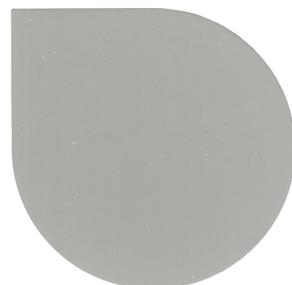
KAHLUA



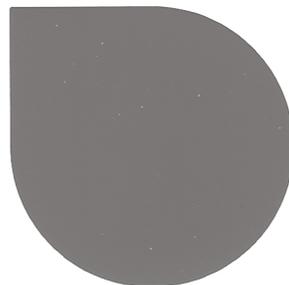
TEA N CREAM



PEWTER GRAY



TWEED GRAY



SMOKE GRAY



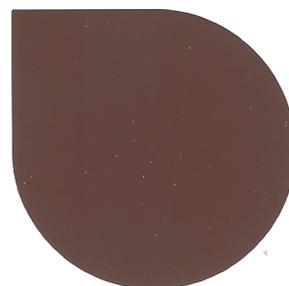
CUMBERLAND



PEKING BLUE



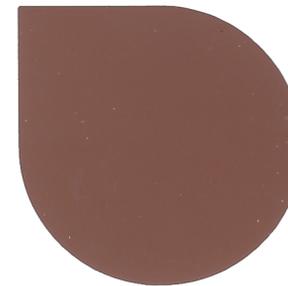
MOJAVE SAND



SABLE



TERRA COTTA



BRICK RED

All colors are as specified. A slight differentiation will be seen in transition to textured material.



Proposal & Contract (Summary)

Sundek National Accounts
 616 E Avenue J, Grand Prairie, TX, 75050
 Phone: (817) 394-0254 • Fax: (817) 394-0254



Opp: S251106-251538
 Job: P251113-230749

Owner: Alta Lakes Community
 Address: 3108 Alta Lakes Blvd, Jacksonville, FL, 32226
 Phone: (904) 537-9034
 Sales Rep: Rae Cerasoli, Mobile: (817) 209-8308
 Go Ahead Date:

Referral Partner: First Coast CMS
 Address: 352 Perdido St., St. Johns, FL, 32259
 Referral Contact: Tony Shiver (904) 506-8410

GENERAL DESCRIPTION OF WORK

Prepare concrete for the application of Sundek Classic Texture system up to 2100 SF Splashpad

Area:
 A) SPLASHPAD 2100 SF

PREPARATION:

- * Mobilization of crews, materials, and equipment to the job site.
- * Grind the surface to remove one layer of existing paint/material
- * Pressure wash & clean ALL surface areas of the existing concrete to ensure a clean and proper bond of Sundek Products.
- * Repair minor cracks throughout the surface
- * Blending of two small areas on the surface
- * Mask off all surrounding areas to prevent any overspray, including walls, pavers (etc)

INSTALLATION:

- * Apply Sundek epoxy primer coat
- * Install two coats of Sundek base coat
- * Apply SUNDEK Classic Texture system
- * Apply two coats of Sundek finish color - (color to be chosen from the Sundek signature color chart). Custom colors are available at additional cost
- * Apply Sundek ECO High Traffic clear finish coat, including aluminum oxide, to assist with a lower maintenance & slip-resistant surface (listed as separate line item below, however included in total contract price)

CLEAN-UP & SIGN-OFF:

- * Inspect for quality assurance and clean up all job-related debris, including paper, masking equipment, and all Sundek-related items.
- * Sundek crew foreman will have a project workmanship/completion release form to provide to the assigned onsite project manager. They will complete a thorough & final walk-through to inspect and sign off on the Sundek installation

***Pricing contingent upon:**

One mobilization, Use of Electric Water and dumpster provided at the owner's expense for the project's duration. No other trades in the area during application. Sundek requires complete access to this section during installation and no foot traffic or activities during the agreed-upon time frames. Schedule approval with SUNDEK and the onsite management team. Square footage was taken off of Google Earth, and all areas will be field measured and discussed if there are any discrepancies (+/-). Photos of the existing surface were provided by the contractor. This proposal includes removing one layer of existing material, if we find any additional layer are on the surface, we will discuss prior to moving forward(add cost will be incurred)

Please note: This proposal is based on daytime work with installation between 8 AM and 5 PM. The client holds responsibility for the removal/replacement of other contractors' materials or equipment. No other items are to be in any areas. (ex, furniture, planters, etc.) All items must be removed before our start date, or additional costs will be incurred. This proposal is based on the square footage listed above. This proposal does not include joint sealant/mastic, concrete repairs or installation, drains/drainage, build-up material, waterproofing (unless otherwise indicated), or any other areas outside the sections mentioned above. (ex, planters, walls, restrooms, walkways, gym, electrical room, trash rooms, etc.) If we find these items are needed, they can all be added at additional cost. Any existing tooled joints will remain open, and/or expansion joints will stay in place. SUNDEK suggests we are scheduled to be one of the last contractors on-site to complete the application process.

** No patterns, logos or additional colors are included in this pricing, if needed, please see your Sundek representative.

All SUNDEK installations are weather permitting, and we will let the onsite PM know. Customers are to provide free clear access to the work area without foot traffic or activities during material dry times. Trained SUNDEK installers provide all labor and materials. Anything beyond the scope of work mentioned above will require a change order to be approved within 3 hours of submittal to continue promptly. A change order could be needed for one of the following, but not limited to, blending material, installation of joint sealant, crack repair, additional repair areas, designs, and additional colors, After the removal takes place, if we find any additional material is needed due to unforeseeable issues, etc, Sundek will inform the customer immediately before proceeding. If approval is not given within 3 hours, an hourly rate of \$150.00 / hour will be added for waiting if no other work can be done.

This pricing is good with a signed contract on or before 12/31/25 and is subject to change after this date.

The project shall commence on (Date to be determined). The estimated duration of TBD days (Weather permitting-Includes travel delays) work hours are 8:00 am to 5:00 pm. At the completion of the project Crew Foreman will have a project workmanship/completion release form to inspect work and if all is acceptable acknowledged by the signature of Foreman. If any work is found defective please advise Sundek Crew Foreman for correction before the final exit of the project.

Prevailing wages and Union fees have not been considered in this pricing, if needed, please contact your Sundek representative for pricing

For the Contract Amount, SUNDEK NATIONAL ACCOUNTS "Contractor" agrees to furnish necessary materials and labor and to complete the construction on the property in a good, workmanlike manner according to the above specifications.

System Type: Classic Texture, Years of Warranty: 2	Contract Amount	\$36,027.00
Area: SPLASH PAD - E251106-241781, Price: \$28,362.00	Tax (%)	
	Total Due	\$36,027.00
System Type: Clear Seal, Option Detail: Install ECO high traffic Clear Seal finish coat with aluminum oxide, Years of Warranty: 0	Deposit (50%)	\$18,013.50
Area: SPLASH PAD - E251113-242088, Price: \$7,665.00	At Completion (50%)	\$18,013.50

NO COMPLETION DATE PROVIDED: Because of numerous factors beyond the control of Contractor such as weather, strikes, availability of material etc., a specific completion date cannot be guaranteed. SUNDEK NATIONAL ACCOUNTS will attempt to start project on approximate _____

Owner's Warranties and Rights:

1. If Owner and Contractor agree in writing to alter plans or specifications for the construction, on completion Owner will pay for all extra work done and material furnished as a result of the alterations, and the sum shall be a part of the consideration and the debt secured by this Contract.
2. If Owner might become liable for a lien or claim for labor or materials furnished to Contractor and primarily chargeable to Contractor, Owner may retain from payment on the Contract an amount to completely indemnify Owner against the lien or claim.

Owner's Obligations:

1. Furnish at Owner's expense, all water and electricity necessary and required by Contractor for construction and installation of SUNDEK on the property.
2. Promptly pay to Contractor, when due, all of the Contract Amount in accordance with the foregoing payment terms.
3. Remove and/or protect any and all personal Property in or about the area where Contractor will be constructing or installing improvements.
4. Protect the improvements and working area during the application stage, from water damage from sprinklers and from damage or disturbance by other tradesmen and others.
5. Pay interest on any past due amount under this Contract to the rate of 1.5% per month beginning 60 days after such amount comes due, until paid in full.

Contractor's warranties:

1. Contractor guarantees all work to be free of defects in material and workmanship (bond failure, chipping, flaking, or peeling), *excluding bond failure adjacent to substrate*

cracking, for period stipulated above when subject to normal use and care. SUNDEK NATIONAL ACCOUNTS shall, upon written notice within that period, remedy any breach of the Guarantee without charge, by repair or replacement, at the option of the Contractor, provided Owner has complied in full with terms and payments in full of this Contract.

2. Due to the inherent movement in concrete, soil and wooden structures, and possible lack of structural integrity of these substrate, no guarantee, either expressed or implied, is granted concerning cracks in coating or bond failure adjacent to substrate cracking.

3. Saw Cutting - SUNDEK NATIONAL ACCOUNTS is not responsible for damage to electrical lines, plumbing, irrigation, pool ground wire, or any other utilities during saw cutting of concrete. Saw cutting here refers to a complete cut of concrete slab to perform specified work. SUNDEK NATIONAL ACCOUNTS will only cut in removal or installation of deck drains or other instances specifically requested by Owner. Owner agrees to identify any buried utilities prior to the start of the project. Normal prep, grinding, scoring of cracks, scoring for decorative effect, and scoring for coping or joint relief do not require saw cutting by Sundek.

4. SUNDEK NATIONAL ACCOUNTS assumes no obligation or responsibility for deck drainage. SUNDEK NATIONAL ACCOUNTS will blend identified low areas in attempt to alleviate water drainage. The blending will only occur in the identified areas. SUNDEK NATIONAL ACCOUNTS is not responsible for water drainage in other areas not specifically identified in this contract. Blending pricing is an estimate, SUNDEK NATIONAL ACCOUNTS will blend up to the specified amount of material quoted only. If Owner is not satisfied with the result, additional material will be used per Owner request and acceptance of change order. Additional charges apply for water testing. (The blending installation carries a limited 1 Yr. warranty)

5. Defects or failures caused by obvious mistreatment, neglect, or improper maintenance shall be repaired at the Owners expense.

6. All guarantees connected with this Contract and the work performed and the materials provided shall be void if, during the life of said guarantee, any work is done on the SUNDEK NATIONAL ACCOUNTS coating by others.

7. Dust. Virtually all construction work creates dust. SUNDEK NATIONAL ACCOUNTS crew will do their best to minimize and confine the dust to the project area. It is the owners responsibility to have the area thoroughly cleaned once the project is completed if necessary.

ENTIRE CONTRACT: Contractor and Owner are not bound by any oral representation by any agent of either party or any purported commitment not specified herein. No other work will be done without prior written authorization of Owner. If any dispute arises between the Contractor and Owner involving this Contract, the dispute **MUST BE REFERRED** to the Better Business Bureau for non-binding arbitration before any legal proceedings are instituted.

By signing below you, the owner, agree to all of the terms, conditions, covenants and warranties contained above and on the reverse and following pages of this agreement.

You, the owner, may cancel this transaction at any time prior to midnight of the third (3) business day after the date of this transaction. See the attached notice of cancellation form for an explanation of this right.

***Proposed contract valid until: 02/13/2026**

Owner's Signature _____

Date _____

CONTRACTOR: SUNDEK NATIONAL ACCOUNTS



Date **11/13/2025**

Rae Cerasoli
(Design Consultant)

IMPORTANT NOTICE: You and your contractor are responsible for meeting the terms and conditions of this Contract. If you sign this Contract and you fail to meet the terms and conditions of this Contract, you may lose your legal ownership rights in your home. **KNOW YOUR RIGHTS AND DUTIES UNDER THE LAW.**

Color Choice & Stain Agreement

I, Alta Lakes Community, the Property Owner or Property Owner's Designee, choose and take full responsibility for the choice of Sundek color. My choice of color(s) is/are:

Systems:	Primary Colors:	Grout Colors:
Classic Texture		
Clear Seal		

I accept the fact that all colors are as specified. A slight differentiation will be seen in transition to textured material. Colors may also vary slightly by being a shade lighter or darker, from natural coloring.

If, after the application of the color (stain, dye, finish coat, epoxy, etc), I am displeased for whatever reason, I accept full responsibility for my choice and will pay all necessary charges to change the color.

I, further hold Sundek National Accounts completely harmless for the choice of and / or the acceptance of the color of my Sundek National Accounts surface.

Color mottling and variations together with texture irregularities are intended to enhance the finished SunStamp/SunStain/SunAcid/SunDye/SunStone/SunCanvas products. Each SunStamp/SunStain/SunAcid/SunDye/SunStone/SunCanvas project is a custom creation and is unique in its color and texture characteristics.

Sundek National Accounts will strive to achieve the color and texture desired by the client however Sundek National Accounts makes **NO GUARANTEE** that the color or texture will produce the same uniformity and consistency of manufactured samples & masonry products.

Owner's Signature _____

Date _____

Color (Finish Coat) Matching

Sundek National Accounts neither expresses nor implies that the color being installed today will match exactly to the color that was installed previously. Sundek National Accounts will install the same color that was installed previously at the owners request. Sundek uses only Finish Coat.

Due to weather and elements of nature (i.e.: trees, plants, pool chemicals, etc) the finish coat installed previously may not match for a period of time.

Sundek National Accounts has found that colors generally blend together in 120-180 days, but again, no guarantee due to area and elements.

Power Washing

Sundek National Accounts is not responsible for any finish coat that is damaged under pressure washing after being installed for more than 2 years. In most cases the coating material will withstand pressure washing within 2000-2500 PSI with fan tip nozzle at least 10"-12" from surface, but no guarantees.

Pool Cleaning

Sundek National Accounts assumes no responsibility for the cleaning of any pool after the installation of a Sundek Coating System. The Installation of coating requires grinding, chipping of existing surfaces, removal of existing coatings, removal of wood, plastic and caulk expansion joints, and the trimming back of landscaping, etc.

Sundek National Accounts will protect the surface by either bubble pack that is attached to the tile line and out over pool water approximately 3 feet out, or attached visqueen plastic to tile line and cover entire pool.

These above methods are only to keep the debris that may get into a pool to a minimum. Circumstances beyond Sundek National Accounts` control such as high wind, rain, pool cleaner devices, delays, etc often affect the protection and debris accumulates into pool.

It is the owner`s responsibility to have the pool cleaned. Sundek National Accounts is not to be held responsible for pool cleaning, pool chemical re-stabilization, or pool equipment once the coating installation is complete.

Painted Surfaces

Sundek National Accounts must install protective paper, masking & fiber tape in order to complete the coating application. Areas not to be coated with material such as the house, trim, siding, retaining walls, iron and wood fencing, and landscaping will be protected in this matter.

Sundek National Accounts is not responsible for any paint that is pulled from a house, siding, trim, iron fence, etc. If paint is pulled during our protection process, it is the owner`s responsibility to have the paint touched up or re-painted. Sundek National Accounts will not be held responsible.

SunStamp / SunStain / Tuscan / SunStone / SunCanvas / SunEpoxy / SunOne

Sundek National Accounts does not accept any responsibility for customer safety in regard to slip resistance of the surface installed. The owner accepts all responsibility and will hold Sundek National Accounts harmless in this matter.

Client understands and agrees that color and texture will vary throughout the finished SunStamp / SunStain / SunCanvas / Tuscan / SunStone product.

SunColor

Sundek National Accounts neither expresses nor implies that the SunColor product being installed will provide any slip resistance to the surface area.Sundek National Accounts has offered a product with slip resistance (SunSand product) that is being declined by the owners representative.

Sundek National Accounts does not accept any responsibility for customer safety in regard to slip resistance of the surface installed. The owner accepts all responsibility and will hold Sundek National Accounts harmless in this matter.

Contractor's Obligations:

1. Contractor will neither make or change for any alterations in the construction described in the specifications unless Contractor and Owner agree otherwise in writing. Any alteration made without a written agreement will be considered performed under the original Contract at no additional charge.

Contractor's Rights:

1. Subdeck – Because the condition of the sub-deck cannot be inspected, determined or observed before existing coating (i.e. carpet, adhesive, overlays, tile etc.) is removed, Contractor expressly reserves the right to cancel this contract, in its sole discretion, if the sub-deck is not compatible to the SUNDEK NATIONAL ACCOUNTS application. Additional prep, blending, and treatment of cracks may be needed at additional cost to Owner.
2. If Owner defaults in any payment on the Contract or if this lien is foreclosed, Owner will reimburse Contractor for reasonable fees paid to an attorney who is not an employee of Contractor for collection of payments or foreclosures of the lien. The sum to be reimbursed shall be secured by this Contract.
3. If Owner defaults on the Contract or fails to perform any of the Owner's obligations, or if Contractor in good faith believes that the prospect of payments or performance is impaired, and the default of good-faith belief in impairment continues after Contractor gives Owner notice of the default or the basis for the belief in impairment and the time within which must be cured, as may be required by law or by written agreement, then Contractor may terminate work on or construction of the improvements and may declare all sums due under the Contract to be immediately payable.

General Provisions:

1. If the construction is not completed as agreed between Owner and Contractor, then amount of the consideration subject to Contractor's lien will be determined by the amount reasonably necessary to complete the construction agreed.
2. This Contract is executed, acknowledged, and delivered before any labor has been performed or any material has been delivered to the construction.
3. The lien created in this Contract shall remain superior to liens created later even if the time of payment of all or part of the note is extended or part of the Property is released.
4. If any portion of the Contract cannot be lawfully secured by the liens created herein, payments will be applied first discharge that portion.
5. Proceeding under this Contract, filing suit for foreclosure or pursuing any other remedy will not constitute an election of remedies.
6. When signed by Owner and a representative of Contractor, this Contract shall bind, insure to the benefit of, and be exercised by successors in interest of all parties.

I have received, read, understand and agree to all contract terms and conditions.

Owner's Signature _____

Date _____

NOTICE OF CANCELLATION

Date of Transaction _____

No later than Midnight of: _____

You may cancel this transaction, without any penalty or obligation, within three business days from the above date.

If you cancel, any property traded in, any payments made by you under the contract or sale, and any negotiable instrument executed by you will be returned within 10 working days following receipt by the seller of your cancellation notice, and any security interest arising out of the transaction will be cancelled.

If you cancel, you must make available to the seller at your residence, in substantially good condition as when received, any goods delivered to you under this contract for sale, or you may, if you wish, comply with the instructions of the seller regarding the return shipment of the goods at the seller's expense and risk.

If you do make the goods available to the seller and the seller does not pick them up within 20 working days of the date of your cancellation you may retain or dispose of the goods without any further obligation. If you fail to make the goods available to the seller, or if you agree to return the goods to the seller and fail to do so, then you remain liable for performance of all obligations under the contract.

To cancel this transaction, mail or deliver a signed and dated copy of this cancellation notice, or any other written notice, or send a telegram to:

I hereby cancel this transaction: (Date) _____

SUNDEK NATIONAL ACCOUNTS
616 E Avenue J
Grand Praire, TX, 75050

Buyer's signature



Proposal & Contract (Summary)

Sundek National Accounts
 616 E Avenue J, Grand Prairie, TX, 75050
 Phone: (817) 394-0254 • Fax: (817) 394-0254



Opp: S251106-251538
 Job: P251113-230750

Owner: Alta Lakes Community
 Address: 3108 Alta Lakes Blvd, Jacksonville, FL, 32226
 Phone: (904) 537-9034
 Sales Rep: Rae Cerasoli, Mobile: (817) 209-8308
 Go Ahead Date:

Referral Partner: First Coast CMS
 Address: 352 Perdido St., St. Johns, FL, 32259
 Referral Contact: Tony Shiver (904) 506-8410

GENERAL DESCRIPTION OF WORK

Prepare concrete for the application of Sundek SUNSPLASH system up to 2100 SF Splashpad.

Area:
 A) SPLASHPAD 2100 SF

PREPARATION:

- * Mobilization of crews, materials, and equipment to the job site.
- * Grind the surface to remove one layer of existing paint/material
- * Pressure wash & clean ALL surface areas of the existing concrete to ensure a clean and proper bond of Sundek Products.
- * Repair minor cracks throughout the surface
- * Blending of two small areas on the surface
- * Mask off all surrounding areas to prevent any overspray, including walls, pavers (etc)

INSTALLATION:

- * Apply Sundek epoxy primer coat
- * Install two coats of Sundek base coat
- * Apply SUNDEK Classic SUNSPLASH system
- * Apply two coats of Sundek finish color - (color to be chosen from the Sundek signature color chart). Custom colors are available at additional cost
- * Apply Sundek ECO High Traffic clear finish coat, including aluminum oxide, to assist with a lower maintenance & slip-resistant surface (listed as separate line item below, however included in total contract price)

CLEAN-UP & SIGN-OFF:

- * Inspect for quality assurance and clean up all job-related debris, including paper, masking equipment, and all Sundek-related items.
- * Sundek crew foreman will have a project workmanship/completion release form to provide to the assigned onsite project manager. They will complete a thorough & final walk-through to inspect and sign off on the Sundek installation

***Pricing contingent upon:**

One mobilization, Use of Electric Water and dumpster provided at the owner's expense for the project's duration. No other trades in the area during application. Sundek requires complete access to this section during installation and no foot traffic or activities during the agreed-upon time frames. Schedule approval with SUNDEK and the onsite management team. Square footage was taken off of Google Earth, and all areas will be field measured and discussed if there are any discrepancies (+/-). Photos of the existing surface were provided by the contractor. This proposal includes removing one layer of existing material, if we find any additional layer are on the surface, we will discuss prior to moving forward(add cost will be incurred)

Please note: This proposal is based on daytime work with installation between 8 AM and 5 PM. The client holds responsibility for the removal/replacement of other contractors' materials or equipment. No other items are to be in any areas. (ex, furniture, planters, etc.) All items must be removed before our start date, or additional costs will be incurred. This proposal is based on the square footage listed above. This proposal does not include joint sealant/mastic, concrete repairs or installation, drains/drainage, build-up material, waterproofing (unless otherwise indicated), or any other areas outside the sections mentioned above. (ex, planters, walls, restrooms, walkways, gym, electrical room, trash rooms, etc.) If we find these items are needed, they can all be added at additional cost. Any existing tooled joints will remain open, and/or expansion joints will stay in place. SUNDEK suggests we are scheduled to be one of the last contractors on-site to complete the application process.

** No patterns, logos or additional colors are included in this pricing, if needed, please see your Sundek representative.

All SUNDEK installations are weather permitting, and we will let the onsite PM know. Customers are to provide free clear access to the work area without foot traffic or activities during material dry times. Trained SUNDEK installers provide all labor and materials. Anything beyond the scope of work mentioned above will require a change order to be approved within 3 hours of submittal to continue promptly. A change order could be needed for one of the following, but not limited to, blending material, installation of joint sealant, crack repair, additional repair areas, designs, and additional colors, After the removal takes place, if we find any additional material is needed due to unforeseeable issues, etc, Sundek will inform the customer immediately before proceeding. If approval is not given within 3 hours, an hourly rate of \$150.00 / hour will be added for waiting if no other work can be done.

This pricing is good with a signed contract on or before 12/31/25 and is subject to change after this date.

The project shall commence on (Date to be determined). The estimated duration of TBD days (Weather permitting-Includes travel delays) work hours are 8:00 am to 5:00 pm. At the completion of the project Crew Foreman will have a project workmanship/completion release form to inspect work and if all is acceptable acknowledged by the signature of Foreman. If any work is found defective please advise Sundek Crew Foreman for correction before the final exit of the project.

Prevailing wages and Union fees have not been considered in this pricing, if needed, please contact your Sundek representative for pricing

For the Contract Amount, SUNDEK NATIONAL ACCOUNTS "Contractor" agrees to furnish necessary materials and labor and to complete the construction on the property in a good, workmanlike manner according to the above specifications.

System Type: SunSplash, Years of Warranty: 2	Contract Amount	\$32,887.00
Area: SPLASH PAD - E251112-242031, Price: \$25,222.00	Tax (%)	
	Total Due	\$32,887.00
System Type: Clear Seal, Option Detail: Install ECO high traffic Clear Seal finish coat with aluminum oxide, Years of Warranty: 0	Deposit (50%)	\$16,443.50
Area: SPLASH PAD - E251113-242088, Price: \$7,665.00	At Completion (50%)	\$16,443.50

NO COMPLETION DATE PROVIDED: Because of numerous factors beyond the control of Contractor such as weather, strikes, availability of material etc., a specific completion date cannot be guaranteed. SUNDEK NATIONAL ACCOUNTS will attempt to start project on approximate _____

Owner's Warranties and Rights:

1. If Owner and Contractor agree in writing to alter plans or specifications for the construction, on completion Owner will pay for all extra work done and material furnished as a result of the alterations, and the sum shall be a part of the consideration and the debt secured by this Contract.
2. If Owner might become liable for a lien or claim for labor or materials furnished to Contractor and primarily chargeable to Contractor, Owner may retain from payment on the Contract an amount to completely indemnify Owner against the lien or claim.

Owner's Obligations:

1. Furnish at Owner's expense, all water and electricity necessary and required by Contractor for construction and installation of SUNDEK on the property.
2. Promptly pay to Contractor, when due, all of the Contract Amount in accordance with the foregoing payment terms.
3. Remove and/or protect any and all personal Property in or about the area where Contractor will be constructing or installing improvements.
4. Protect the improvements and working area during the application stage, from water damage from sprinklers and from damage or disturbance by other tradesmen and others.
5. Pay interest on any past due amount under this Contract to the rate of 1.5% per month beginning 60 days after such amount comes due, until paid in full.

Contractor's warranties:

1. Contractor guarantees all work to be free of defects in material and workmanship (bond failure, chipping, flaking, or peeling), *excluding bond failure adjacent to substrate*

cracking, for period stipulated above when subject to normal use and care. SUNDEK NATIONAL ACCOUNTS shall, upon written notice within that period, remedy any breach of the Guarantee without charge, by repair or replacement, at the option of the Contractor, provided Owner has complied in full with terms and payments in full of this Contract.

2. Due to the inherent movement in concrete, soil and wooden structures, and possible lack of structural integrity of these substrate, no guarantee, either expressed or implied, is granted concerning cracks in coating or bond failure adjacent to substrate cracking.

3. Saw Cutting - SUNDEK NATIONAL ACCOUNTS is not responsible for damage to electrical lines, plumbing, irrigation, pool ground wire, or any other utilities during saw cutting of concrete. Saw cutting here refers to a complete cut of concrete slab to perform specified work. SUNDEK NATIONAL ACCOUNTS will only cut in removal or installation of deck drains or other instances specifically requested by Owner. Owner agrees to identify any buried utilities prior to the start of the project. Normal prep, grinding, scoring of cracks, scoring for decorative effect, and scoring for coping or joint relief do not require saw cutting by Sundek.

4. SUNDEK NATIONAL ACCOUNTS assumes no obligation or responsibility for deck drainage. SUNDEK NATIONAL ACCOUNTS will blend identified low areas in attempt to alleviate water drainage. The blending will only occur in the identified areas. SUNDEK NATIONAL ACCOUNTS is not responsible for water drainage in other areas not specifically identified in this contract. Blending pricing is an estimate, SUNDEK NATIONAL ACCOUNTS will blend up to the specified amount of material quoted only. If Owner is not satisfied with the result, additional material will be used per Owner request and acceptance of change order. Additional charges apply for water testing. (The blending installation carries a limited 1 Yr. warranty)

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***Proposed contract valid until: 02/13/2026**

Owner's Signature _____

Date _____

CONTRACTOR: SUNDEK NATIONAL ACCOUNTS



Date **11/13/2025**

Rae Cerasoli

(Design Consultant)

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Systems:	Primary Colors:	Grout Colors:
SunSplash		
Clear Seal		

I accept the fact that all colors are as specified. A slight differentiation will be seen in transition to textured material. Colors may also vary slightly by being a shade lighter or darker, from natural coloring.

If, after the application of the color (stain, dye, finish coat, epoxy, etc), I am displeased for whatever reason, I accept full responsibility for my choice and will pay all necessary charges to change the color.

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Owner's Signature _____

Date _____

Color (Finish Coat) Matching

Sundek National Accounts neither expresses nor implies that the color being installed today will match exactly to the color that was installed previously. Sundek National Accounts will install the same color that was installed previously at the owners request. Sundek uses only Finish Coat.

Due to weather and elements of nature (i.e.: trees, plants, pool chemicals, etc) the finish coat installed previously may not match for a period of time.

Sundek National Accounts has found that colors generally blend together in 120-180 days, but again, no guarantee due to area and elements.

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SunStamp / SunStain / Tuscan / SunStone / SunCanvas / SunEpoxy / SunOne

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2. If Owner defaults in any payment on the Contract or if this lien is foreclosed, Owner will reimburse Contractor for reasonable fees paid to an attorney who is not an employee of Contractor for collection of payments or foreclosures of the lien. The sum to be reimbursed shall be secured by this Contract.
3. If Owner defaults on the Contract or fails to perform any of the Owner's obligations, or if Contractor in good faith believes that the prospect of payments or performance is impaired, and the default of good-faith belief in impairment continues after Contractor gives Owner notice of the default or the basis for the belief in impairment and the time within which must be cured, as may be required by law or by written agreement, then Contractor may terminate work on or construction of the improvements and may declare all sums due under the Contract to be immediately payable.

General Provisions:

1. If the construction is not completed as agreed between Owner and Contractor, then amount of the consideration subject to Contractor's lien will be determined by the amount reasonably necessary to complete the construction agreed.
2. This Contract is executed, acknowledged, and delivered before any labor has been performed or any material has been delivered to the construction.
3. The lien created in this Contract shall remain superior to liens created later even if the time of payment of all or part of the note is extended or part of the Property is released.
4. If any portion of the Contract cannot be lawfully secured by the liens created herein, payments will be applied first discharge that portion.
5. Proceeding under this Contract, filing suit for foreclosure or pursuing any other remedy will not constitute an election of remedies.
6. When signed by Owner and a representative of Contractor, this Contract shall bind, insure to the benefit of, and be exercised by successors in interest of all parties.

I have received, read, understand and agree to all contract terms and conditions.

Owner's Signature _____

Date _____

NOTICE OF CANCELLATION

Date of Transaction _____

No later than Midnight of: _____

You may cancel this transaction, without any penalty or obligation, within three business days from the above date.

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If you do make the goods available to the seller and the seller does not pick them up within 20 working days of the date of your cancellation you may retain or dispose of the goods without any further obligation. If you fail to make the goods available to the seller, or if you agree to return the goods to the seller and fail to do so, then you remain liable for performance of all obligations under the contract.

To cancel this transaction, mail or deliver a signed and dated copy of this cancellation notice, or any other written notice, or send a telegram to:

I hereby cancel this transaction: (Date) _____

SUNDEK NATIONAL ACCOUNTS
616 E Avenue J
Grand Praire, TX, 75050

Buyer's signature