

Cross Creek North Community Development District

Board of Supervisors' Meeting November 11, 2025

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

www.crosscreeknorthcdd.org

Rizzetta & Company, Inc., 2806 North Fifth Street, Unit 403, St. Augustine, FL 32084

Board of Supervisors Robert Porter Chairman

District Manager

Shane Ricci Vice Chairman

Anthony Sharp Assistant Secretary
Elizabeth Buschbacher Assistant Secretary
Frank Mattera Assistant Secretary

Rizzetta & Company, Inc.

District Counsel Katie Buchanan Kutak Rock, LLP

Danielle Wasilewski

District Engineer Matthew Guilbeault England-Thims and Miller, Inc.

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

The first section of the meeting is called Audience Comments, which is the portion of the agenda where individuals may make comments on Agenda Items. The final section of the meeting will provide an additional opportunity for Audience Comments on other matters of concern that were not addressed during the meeting. Individuals are limited to a total of three (3) minutes to make comments during these times.

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

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

<u>District Office · St. Augustine, Florida · (904) 436-6270</u>

<u>Mailing Address – 3434 Colwell Avenue, Suite 200, Tampa, Florida 33614</u>

www.crosscreeknorthcdd.org

Board of Supervisors Cross Creek North Community Development District **November 3, 2025**

FINAL AGENDA

Dear Board Members:

The **regular** meeting of the Board of Supervisors of the Cross Creek North Community Development District will be held on **November 11, 2025, at 3:30 p.m**. at the Cross Creek North Amenity Center located at 2895 Big Oak Drive, Green Cove Springs, FL 32043. The following is the tentative agenda for this meeting:

| 1. | | L TO ORDER/ROLL CALL | |
|----|-----|----------------------------------------------------------------------|------|
| 2. | AUE | DIENCE COMMENTS ON AGENDA ITEMS | |
| 3. | BUS | SINESS ADMINISTRATION | |
| | A. | Consideration of the Minutes of the Continued Meeting held | |
| | | on October 7, 2025 Ta | ab 1 |
| | B. | Ratification of Operation & Maintenance Expenditures | |
| | | for September 2025 Ta | ab 2 |
| | C. | Ratification of Grau & Associates Engagement Letter | ab 3 |
| 4. | STA | FF REPORTS | |
| | A. | District Counsel | |
| | B. | District Engineer | |
| | C. | Amenity Manager – VestaTa | ab 4 |
| | D. | Field Operations Manager – Vesta Ta | ab 5 |
| | | 1.) Consideration of Bold City Seal's Roadway Repair Proposal | |
| | | 2.) Consideration of First Place Fitness Dumbbell Rack Proposal | |
| | E. | Pond & Fountain Report – J&J AquaticsTa | ab 6 |
| | F. | Landscape & Irrigation Reports – BrightView | ab 7 |
| | | 1.) Consideration of BrightView's Phase Tree Ring Mulch | |
| | | Removal Proposal | |
| | | 2.) Consideration of BrightView's Washingtonian Tree | |
| | | Replacement Proposal | |
| | G. | District Manager | |
| | | 1.) Presentation of Goals & Objectives Report (under separate cover) | |
| 5. | BUS | SINESS ITEMS | |
| | A. | Update on Main Pool Closure | |
| | B. | Consideration of Entrance Feature Motor Replacement Proposals | |
| | C. | Consideration of Poolsure's Chemical Proposal | ab 9 |
| 6. | | DIENCE COMMENTS AND SUPERVISOR REQUESTS | |
| 7. | ADJ | OURNMENT | |

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

Sincerely,

Danielle Wasilewski

District Manager

Tab 1

9 10

15 16

25 26 27

28

> 36 37

> 34

35

41

44 45

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.

CROSS CREEK NORTH COMMUNITY DEVELOPMENT DISTRICT

The **continued** meeting of the Board of Supervisors of Cross Creek North Community Development District was held on October 7, 2025 at 2:00 p.m. at the Cross Creek North Amenity Center located at 2895 Big Oak Drive, Green Cove Springs, FL 32043.

Present and constituting a quorum:

Bob Porter **Board Supervisor, Chairman Board Supervisor, Vice Chairman** Shane Ricci **Board Supervisor. Assistant Secretary** Frank Mattera **Board Supervisor, Assistant Secretary** Anthony Sharp Elizabeth Buschbacher Board Supervisor, Assistant Secretary

Also present were:

District Manager, Rizzetta & Company, Inc. Lesley Gallagher Danielle Wasilewski District Manager, Rizzetta & Company, Inc. District Counsel, Kutak Rock, LLP Katie Buchanan District Counsel, Kutak Rock, LLP Hunter Hurley Matthew Guilbeault District Engineer, England-Thims & Miller, Inc. Field Operations Manager, Vesta John Williams General Manager, Vesta Mark Insel Regional General Manager, Vesta Dan Fagen

Audience Members were present

FIRST ORDER OF BUSINESS

Call to Order

Mr. Porter called to order the Board of Supervisors' meeting at 2:00 pm.

SECOND ORDER OF BUSINESS

Audience Comments on Agenda Items

No audience comments.

THIRD ORDER OF BUSINESS

52 53

55

56

57

58

59 60 61

62

63

64

65

66 67

68 69

70

72

73 74

75

76 77

78 79

80

51

There were no changes requested.

Consideration of the Community Workshop Meeting Minutes held on September 9, 2025

On a motion by Mr. Mattera, seconded by Mr. Sharp, with all in favor, the Board approved the Community Workshop Meeting Minutes held on September 9, 2025, for Cross Creek North Community Development District.

FOURTH ORDER OF BUSINESS

Consideration of the Board of Supervisors' Meeting Minutes held on August 12, 2025

There were no changes requested.

On a motion by Mr. Mattera, seconded by Mr. Sharp, with all in favor, the Board approved the Minutes of the regular Board of Supervisors' meeting held on September 9, 2025, for Cross Creek North Community Development District.

FIFTH ORDER OF BUSINESS

Ratification of Operation and Maintenance Expenditures for July 2025

On a motion by Mr. Ricci, seconded by Ms. Buschbacher, with all in favor, the Board ratified the Operation and Maintenance Expenditures for July 2025 in the amount of \$89,441.52, for Cross Creek North Community Development District.

SIXTH ORDER OF BUSINESS

Staff Reports

A. Field Operations Manager Report

Mr. Williams reviewed the findings from Local Fountain Experts and gave recommendations from vendor.

On a motion by Mr. Mattera, seconded by Ms. Buschbacher, with all in favor, the Board approved Local Fountain Experts proposal to replace only the cable in the amount of \$5,022.50, for Cross Creek North Community Development District.

B. District Manager's Report

1. Ratification of Acceptance of FY25-26 Insurance Renewal

On a motion by Mr. Sharp, seconded by Mr. Ricci, with all in favor, the Board accepted FY25-26 District Insurance Renewal, for Cross Creek North Community Development District.

81 82

Times and Location

September 9, 2025, Minutes of Meeting

Rev.; Setting FY25-26 Meeting Dates,

Page 3

83 84

85

86

87

88 89

> 90 91 92

93

94 95

96 97

98

99 100

101 102

103 104 105

106 107

108 109 110

111

112

113

114 115 116

117 118 Ms. Wasilewski noted the updated meeting dates.

On a motion by Mr. Mattera, seconded by Mr. Ricci, with all in favor, the Board approved Resolution 2025-10 – Rev; Setting FY25-26 Meetings Dates, Times & Location, for Cross Creek North Community Development District.

Consideration of Pond and Fountain

Maintenance Proposals

Mr. Williams summarized the proposals that were received and clarified all proposals were comparable in scope. Board discussion ensued.

Tigris requested a 14-day notice to start services with a bi-weekly focus on pond #8 until it is returned to an acceptable state. Discussion ensued about chemicals, vegetation, level of service, and reporting.

On a motion by Mr. Mattera, seconded by Mr. Ricci, with all in favor, the Board approved a letter of termination be sent to J&J Aquatics, and approved Tigris proposal for an annual amount of \$40,202.00, for Cross Creek North Community Development District. (Exhibit A)

NINETH ORDER OF BUSINESS

EIGHTH ORDER OF BUSINESS

Consideration of Resolution 2025-11, **Authorizing Boundary Expansion**

Mr. Porter introduced Mr. Wood, President of Wood Development and the adjacent landowner. Mr. Porter updated the Board about the intent to sell bonds and the proceeds from construction bonds used for capital improvements and parcels being annexed into Cross Creek North CDD.

Mr. Wood explained details of the future project and was available to answer questions.

An audience member discussed the trees behind lots that will abut to the new lots.

On a motion by Mr. Ricci, seconded by Mr. Sharp, with all in favor, the Board approved Resolution 2025-11, Authorizing Boundary Expansion, for Cross Creek North Community Development District.

TENTH ORDER OF BUSINESS

Consideration of Funding Agreement Boundary Expansion

Mr. Porter reported DR Horton will be financially responsible for the amendment expenses to enable the District to affect the Boundary Amendment.

September 9, 2025, Minutes of Meeting

Page 4

On a motion by Mr. Mattera, seconded by Ms. Buschbacher, with all in favor, the Board approved the Funding Agreement – Boundary Expansion, for the Cross Creek North Community Development District.

119 120

ELEVENTH ORDER OF BUSINESS

Consideration of Easement Request

121 122

Mr. Porter reviewed Clay County Utility Authority (CCUA) request and confirmed the location.

123

On a motion by Mr. Mattera, seconded by Mr. Ricci, with all in favor, the Board approved the easement request from CCUA, for the Cross Creek North Community Development District.

124 125

TWELVTH ORDER OF BUSINESS

Supervisor Requests & Audience Comments

126127128

Supervisor Requests:

129 130

Mr. Mattera discussed the speeding concerns and presented an option to the Board.

131

On a motion by Mr. Mattera, seconded by Ms. Buschbacher, with all in favor, the Board approved the purchase of one (1) speed limit sign as presented, and supplies to install, with a not to exceed amount of \$2,000.00 subject to confirmation on the installation location, for the Cross Creek North Community Development District. (Exhibit B)

132

133 134

Mr. Wood asked for confirmation and approval on the mailbox kiosk's location and permission to install one (1) marketing sign at each entrance. Mr. Porter requested the same permission for DR Horton.

136 137

135

On a motion by Mr. Mattera, seconded by Mr. Ricci, with all in favor, the Board approved each builder one (1) 4x8 marketing sign at each entrance, and permission to install mailbox kiosks at current kiosk locations upon approval from USPS, for the Cross Creek North Community Development District.

138139

Mr. Porter explained issues with the main pool and requested proposals to inspect the pool's overall condition and equipment.

140 141

On a motion by Ms. Buschbacher, seconded by Mr. Mattera, with all in favor, the Board authorized the Chairman to work with staff to approve proposals for the pool inspections, for the Cross Creek North Community Development District.

142

Audience Comments:

143144

145 No comments.

146147

THIRTEENTH ORDER OF BUSINESS

CROSS CREEK NORTH COMMUNITY DEVELOPMENT DISTRICT September 9, 2025, Minutes of Meeting Page 5

On a motion by Mr. Mattera, seconded by Mr. Ricci, with all in favor, the Board adjourned the meeting at 2:40 pm., for the Cross Creek North Community Development District.

The remainder of the page is intentionally left blank.

| CROSS CREEK NORTH COMMUNITY DEVELOPMENT DISTRICT |
|--------------------------------------------------|
| September 9, 2025, Minutes of Meeting |
| Page 6 |

| Secretary/Assistant Secretary | Chairman/Vice Chairman |
|-------------------------------|------------------------|
| | |

Exhibit A

Contact Us

TIGRIS Aquatic Services LLC

11232 Saint Johns Industrial Parkway North Ste 4

Jacksonville, Florida 32246 smetzger@tigrisusa.com 904-714-5815



Quote: 307563

Quote Date: 08/12/2025 Expiration Date: 10/10/2025

Bill To:

Cross Creek North 2895 Big Oak Drive Green Cove Springs, Florida 32043 **Customer: Cross Creek North**

2895 Big Oak Drive

Green Cove Springs, Florida 32043

Description Unit Price Qty Amount

Aquatic Services - Contracted

Professional inspections and treatment as needed for the control of nuisance and invasive vegetation by a licensed aquatic pesticide applicator.

Includes;

Aquatic Weed and Algae Treatment Planktonic Algae, Spikerush and Cyanobacteria Treatment Border Grass and Brush control to waters edge

Post treatment Reporting (PTR) and Water testing

Optional Services;

Submersed Vegetation Treatment

Aquatic Plantings (Duck Potato, Pickeral Weed, etc.) Trash Pickup (Limited to perimeter of pond within reaching distance to bank. Does not include large or heavy debris. Fish Stocking (Mosquito Fish, Grass Carp, Channel Catfish,

etc.)

Blue/Black Dye Treatment

Total: Annually \$42,317.76 Billed Monthly \$3,526.48 - 20

treatments/year

Pre-pay discount: 5%

Total after discount - \$40,202.00

\$40,202.00

\$40,202.00

1

Invoicing Details:

TIGRIS will bill customer one time at the beginning of the contract for total contract amount of \$40,202.00

Pond Maintenance

- -27 Ponds twice a month in-season (March-October) and once a month off season (November-February) (20 treatments a year).
- -One 15HP fountain quarterly preventative maintenance.
- -Swale spraying quarterly. (It is off pond 20)

5% Prepay Discount

5% Prepay Discount - \$2,116.00

After Discount - \$40,202.00

| Deposit & Payment | |
|-------------------|--------|
| Deposit Required: | \$0.00 |
| | |
| Deposit Due: | \$0.00 |

| Summary | |
|-----------|---------------|
| Subtotal: | \$40,202.00 |
| | |
| Total | : \$40,202.00 |

Terms & Conditions

TIGRIS TERMS AND CONDITIONS:

TERM AND TERMINATION: THIS AGREEMENT HAS AN AUTOMATIC RENEWAL CLAUSE. The term of the Agreement for annual services and/or annual product as described above shall commence on the date when both parties have executed this Agreement and shall continue for twelve consecutive months (the "Initial Term"). Unless either party hereto provides the other party with written notice at least ninety (90) days prior to the end of the Initial Term or any subsequent renewal term, this Agreement shall automatically renew for subsequent additional terms, with each subsequent term having a duration equal to the Initial Term. Notwithstanding anything set forth herein to the contrary, either party may terminate this Agreement upon 30 days written notice to the other party; provided that in the event the Customer terminates this Agreement, the Customer must provide payment to TIGRIS Aquatic Services, LLC (TIGRIS) for all services rendered prior to the effective date of termination.

PRICE INCREASE: Following the initial term, the prices listed above can be increased by a percentage which shall not exceed five (5%) percent. TIGRIS may petition Customer at any time for an additional rate adjustment on the basis of extraordinary and unusual changes in the cost of operations that could not be reasonably foreseen by a prudent operator. New areas to be covered will be pro-rated to the program cost at the rates in effect at the time.

PAYMENT: All payments for services rendered under this contract are due within 30 days from the invoice date. If payment is past due 60 days or more, TIGRIS reserves the right to postpone service until the total amount due, including finance charges, is paid in full. Upon receipt of payment TIGRIS will inspect the service area; if conditions have changed significantly due to the interruption of service, additional fees will be incurred to return it to normal status. Credit card payments incur a 3.5% service fee. An annual rate of 18% will be assessed on all accounts over 30 days. Should it become necessary for TIGRIS to bring action for collection of monies due and owing under this Agreement, Customer agrees to pay costs incurred by TIGRIS from such collection

VENDOR COMPLIANCE: An additional fee will be charged if customer requires specific Vendor Portal Sites or vendor compliance memberships.

PROPERTY DAMAGE/LIMITATION ON CLAIMS: Allegations of property damage resulting from the services rendered by TIGRIS must be submitted in a written report with pictures included, filed directly with respective Account Manager within fifteen (15) days. TIGRIS will review the report, determine a fair and equitable resolution, and respond within a timely manner. Customer agrees that any claims Customer has against TIGRIS must be filed within one (1) year from the date of termination of this Agreement.

LIMITATION OF LIABILITY: Neither party will be liable to the other party for any special, indirect, consequential, or incidental damages of any kind, including, without limitation, any loss of profit, loss of use, or business interruption, based on any claim under this agreement, even if such party has been advised of the possibility of such damages. Customer hereby agrees to indemnify, defend and hold harmless TIGRIS from and against any and all liabilities, obligations, damages, penalties, fines, loss, awards, judgments, costs, and expenses (including, without limitation, reasonable attorneys' fees and costs), relating to any claim, action or proceeding initiated or threatened by a third party (collectively "Losses") incurred by or imposed upon TIGRIS as a result of Customer's negligence or intentional misconduct. TIGRIS hereby agrees to indemnify, defend and hold harmless the Customer from and against all Losses incurred by or imposed upon the Customer as a result of TIGRIS's negligence or intentional misconduct provided however that TIGRIS shall not be responsible for any Losses due in whole or in part to Customer's negligent acts or omissions.

INSURANCE: TIGRIS shall carry Worker's Compensation and Employer Liability, Commercial General Liability, Professional Liability, and Property Damage Insurance which shall remain in full effect throughout this Agreement. Customer will be an insurance certificate holder and named as an additional insured. Copies of certificates of insurance naming the Customer as additionally insured will be provided upon request.

EQUIPMENT: TIGRIS will furnish all labor, equipment, materials, supervision and taxes and has provided proper instruction of all safety measures to its personnel. TIGRIS is licensed and registered by the State of service for the use of aquatic herbicides.

ENTIRE AGREEMENT: This Agreement constitutes the complete understanding between the parties hereto and supersedes any prior understandings whether written or oral between the parties relating to the subject matter hereof. SIGNING AND RETURNING this document authorizes TIGRIS to perform the services and/or have product(s) delivered as stipulated within this agreement. This agreement is based on current Federal, State and local rules and regulations. Any changes to these rules that affect how our operations are carried out may require changes to this Agreement. The property representative would be notified in writing in the event of any such changes. By signing this document, I acknowledge I have the authority to authorize TIGRIS to perform the services outlined in this agreement.

| Customer Approval | | | | | |
|--------------------|------|------|--|--|--|
| | | | | | |
| | | | | | |
| Customer Signature | Name | Date | | | |

Exhibit B

Deliver to francesco Green Cov... 32043

solar speed limit sign All *

Account & Lists -

& Orders

Rufus All

Prime Big Deals Amazon Haul

Same-Day Delivery

Medical Care +

Prime Big Deal Days ends in

Office Products

Office Deals

School Supplies

Printers, Ink & Toner

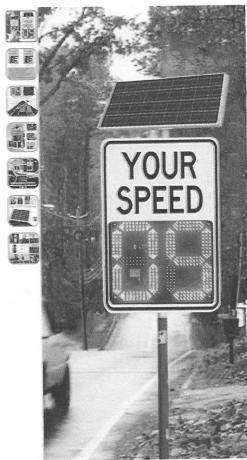
Projectors

Amazon Business

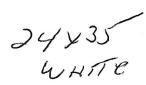
Shop REOLINK

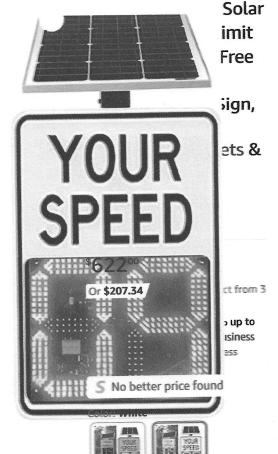
Sponsored

Industrial & Scientific > Occupational Health & Safety Products > Safety Signs & Signals > Warning Lights



Click to see full view







20"x27"

24"x35

Brand Size

Tavkomco 24"x35"

Color

White

Material

Aluminum

Manufacturer Tavkomco

About this item

 Radar signs provide drivers with instant, clear speed feedback, displaying current speed in a highly visible manner to improve road safety, ensuring a visibility distance exceeding 500 meters.

\$62200

FREE delivery November 5 - 14.

Details

Deliver to francesco - Green Co... 32043

In stock

Usually ships within 4 to 5 days.

Quantity: 1

Add to Cart

Buy Now

Shipper / Seller Tavkonnco

Returns

3/0-dlay refund/replaceme

Secure transaction

Payment

✓ See more

Add to List

Sponsored



SmartSign 18 x 12 inch "10 MPH Speed Limit -Watch For Children" Metal Sign, 63 mil... 122

\$23⁹⁵



Joffreg Slow Down Speed Limit 5 MPH Sign, 17 x12 Inches, Reflective....

*25⁹⁹ (\$13.00 / count)

e.... 16



Joffreg Speed Limit 5 MPH Sign,17 x12 Inches,Reflective Aluminum,4 Pack 116

\$45⁹⁹ (\$11.50 / count)



Slow Down Sign, Speed Limit 5 MPH Sign, 12x18 Inches, 3M EGP Reflective .063 Alumin... 204

\$2599



SmartSign 18 x 12 inch "5 MPH Speed Limit -Watch For Children" Metal Sign, 63 mil ... 91

\$**22**95

Looking for specific info?

Ask Rufus or search reviews and Q&A

What's in the box

• 1

Product information

Item details

Warranty & Support

Amazon.com Return Policy: **Amazon.com Voluntary 30-Day Return Guarantee:** You can return many items you have purchased within 30 days following delivery of the item to you. Our Voluntary 30-Day Return Guarantee does not affect your legal right of withdrawal in any way. You can find out more about the exceptions and conditions here.

Product Warranty: For warranty information about this product, please click here

Feedback

Would you like to tell us about a lower price?

Videos

Help others learn more about this product by uploading a video!

Upload your video

Product Description

Solar Radar Speed Sign – LED Speed Display for Traffic Calming.

1, Solar-powered - No wiring needed, eco-friendly & cost-effective.

Weatherproof & durable – Built for outdoor use in all conditions.

3,Adjustable speed limit setting – Customize for any zone (schools, residential areas, etc.).

Measurements

Additional details

- · Aluminum shell, painted material, anti-corrosion, waterproof and sunproof, strong sealing, sturdy and durable, pressure-resistant and wear-resistant, can withstand severe weather such as strong winds. IP65 waterproof treatment can prevent rainwater from seeping in, ensuring long-term use.
- · Solar panels, high conversion rate, fast charging, not affected by bad weather. Efficient operation without the need for continuous power supply is both environmentally friendly and economical for longterm use.
- Radar signs the surface is covered with reflective film, high-brightness reflection at night, strong retroreflection.Embedded LED lamp beads, red and green dual colors, high brightness, low energy consumption. Overspeed display changes from green to red. Service life is greater than 100000H.
- · Please note that the product only includes the Radar signs + solar panel + U-shaped hoop mount. You need to prepare the vertical column of the right size by yourself. Please understand.
- > See more product details Report an issue with this product or seller

Sponsored

Based on your recent views Sponsored @



NICHOY 20"X27"/35"X24" Solar Powered Radar Feedback Sign, Digital Rader.... \$74999



24"/20"X27"/24"X35" Solar Powered Radar Speed Limit Sign - LED Speed Limit Rad... \$75000



24in Solar Powered Speed Limit Radar Sign, Rust Free Speed Radar Feedback Sign, 2 Di.... \$75000



Slow Speed Limit 5 MPH Sign Slow Down Sign 10" x 10" With 28" Long Metal Stakes 5 M... 5

\$1499

Page 1 of 22

NICHOY 24 Speed Displ Sign, Flashim Limit Indica

\$75000

4 stars and above sponsored @

4,Radar feedback - Encourages compliance with accurate, real-time speed detection.

Ideal for traffic calming, streets, parking lots, and private roads. Includes easy-mount accessories for quick installation. Promote safer driving today!

Product Specifications:

Name: Solar Powered Radar Feedback Sign.

Material: Aluminum Shell + Engineering Grade Reflective Film.

50cm*70cm/20*27in.

60cm*90cm/24*35in.

Waterproof grade: IP65.

Visual distance:>800m.

Working temperature: -40°C~60°C.

Service life>100000H.

Green: Setting range: 0-60, minimum display speed (the screen will not display if the moving object speed is lower than this value).

Red: Setting range: 0-99, speed limit (the screen will display green if the moving object speed is lower than this value, and red if it is higher than or equal to

Applicable Road Surface: Expressway, Industrial Park, Speed Limit Road and Other Places.

Package includes: 1*solar panel + 1*speed meter + 1 set*accessories.

Related products with free delivery Sponsored @



2 Pack Slow Down Sign with Stake, Speed Limit 10 MPH Sign with Stake, Street, (2 pack)18 x 12 with 36 Inche...

\$3599



Speed Limit Sign, 5 MPH Speed Limit Sign for inches Large A...

19 Amazon's Choice

\$1699 (\$8.50 / count)

SmartSign "STOP" MUTCD Sign [18" 3M Hiigh Intensity Grade Reflective...

162

\$3488



Mailitech Large (4 Pack) Speed Limit 10 MPH Sign, 12x18 Inches Engineer Grade Refle....

2

\$3999

Slow Down Sign, Speed Limit 5 MPH Sign, 12x18 Inches, 3M EGP Reflective .063 Alumin... 204

\$2599

You pay \$34.19 with coupon

Sponsored

Customer reviews

0% 5 star 0% 4 star 3 star 0%

No customer reviews

Tab 2

<u>DISTRICT OFFICE · ST. AUGUSTINE, FLORIDA 32084</u>

MAILING ADDRESS · 3434 COLWELL AVENUE, SUITE 200 · TAMPA, FLORIDA 33614

WWW.CROSSCREEKNORTHCDD.ORG

Operation and Maintenance Expenditures September 2025 Presented 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: | \$138,157.62 |
|----------------------------------|--------------|
| Approval of Expenditures: | |
| Chairperson | |
| Vice Chairperson | |
| Assistant Secretary | |

Paid Operation & Maintenance Expenditures

September 1, 2025 Through September 30, 2025

| Vendor Name | Check Number | Invoice Number | Invoice Description | Invoi | ce Amount |
|----------------------------------------|--------------|----------------------------------|---------------------------------------|-------|-----------|
| Anthony K. Sharp | 300169 | AS090925 | Board of Supervisor Meeting 09/09/25 | \$ | 200.00 |
| BrightView Landscape Services, Inc. | 300165 | 9466232 | Irrigation Repair 08/25 | \$ | 525.00 |
| BrightView Landscape Services, Inc. | 300165 | 9467532 | Irrigation Repair 08/25 | \$ | 680.00 |
| BrightView Landscape Services, Inc. | 300174 | 9475058 | Monthly Landscape Maintenance 09/25 | \$ | 16,946.00 |
| Clay County Utility Authority | 20250925-1 | A00065960 08/25 ACH | 3124 Oak Stream Drive 08/25 | \$ | 104.38 |
| Clay County Utility Authority | 20250925-1 | Monthly Summary 08/25 ACH 274 | CCUA Summary 08/25 | \$ | 3,381.33 |
| Clay Electric Cooperative, Inc. | . 20250916-1 | Monthly Summary 08/25 ACH 274 | Electric Monthly Summary 08/25 | \$ | 3,518.19 |
| Coastal Network and Automation | 300175 | 1146 | Access Cards 09/25 | \$ | 515.00 |
| COMCAST | 20250915-1 | 8495 74 144 1963216 09/25 ACH | Cable & Internet Services 09/25 | \$ | 337.87 |
| Constant Contact, Inc | 20250903-1 | 1751354350 ACH | E-blast Communication 09/25 | \$ | 58.90 |
| Egis Insurance Advisors, LLC | 300180 | 29957 | Policy# 100125302 10/01/25 - 10/01/26 | \$ | 66,370.00 |
| Elizabeth Buschbacher | 300170 | EB090925 | Board of Supervisor Meeting 09/09/25 | \$ | 200.00 |
| England, Thims & Miller, Inc. | 300176 | 221431 | Engineering Services 08/25 | \$ | 1,320.00 |

Paid Operation & Maintenance Expenditures

September 1, 2025 Through September 30, 2025

| Vendor Name | Check Number | Invoice Number | Invoice Description | Invo | ice Amount |
|-------------------------------|--------------|------------------|----------------------------------------|-----------|------------|
| First Place Fitness Equipment | t, 300167 | WO-46990 | Fitness Equipment Maintenance 07/25 | \$ | 239.92 |
| Hi-Tech System Associates | 300177 | 429641 | Access Control 09/25 | \$ | 284.99 |
| Phil Lentsch | 300168 | 00041043 | CDD Book Copies and UPS 09/25 | \$ | 46.70 |
| Republic Services | 20250908-1 | 0687-001555789 | Waste Disposal Services 09/25 | \$ | 288.34 |
| Rizzetta & Company, Inc. | 300164 | INV0000102243 | District Management Fees 09/25 | \$ | 5,321.41 |
| Robert Porter | 300171 | BP090925 | Board of Supervisor Meeting 09/09/25 | \$ | 200.00 |
| Shane T. Ricci | 300172 | SR090925 | Board of Supervisor Meeting 09/09/25 | \$ | 200.00 |
| TeleVoIPs, LLC | 300173 | 54896 | Phone Equipment 09/25 | \$ | 86.14 |
| Turner Pest Control, LLC | 300178 | 621189785 | Termite Treatment 09/25 | \$ | 3,450.00 |
| Valley National Bank | 20250926-1 | CC083125-274 ACH | Credit Card Expenses 08/25 | \$ | 2,302.37 |
| Vesta Property Services, Inc. | 300179 | 428154 | Management Services 09/25 | \$ | 31,581.08 |
| Report Total | | | | <u>\$</u> | 138,157.62 |

Tab 3



1001 Yamato Road • Suite 301 Boca Raton, Florida 33431 (561) 994-9299 • (800) 299-4728 Fax (561) 994-5823 www.graucpa.com

August 11, 2025

To Board of Supervisors Cross Creek North Community Development District 12750 Citrus Park Lane, Suite 115 Tampa, Florida 33625

We are pleased to confirm our understanding of the services we are to provide Cross Creek North Community Development District, Clay County, Florida ("the District") for each of the fiscal year ended September 30, 2025. We will audit the financial statements of the governmental activities and each major fund, including the related notes to the financial statements, which collectively comprise the basic financial statements of Cross Creek North Community Development District as of and for the fiscal year ended September 30, 2025. In addition, we will examine the District's compliance with the requirements of Section 218.415 Florida Statutes. This letter serves to renew our agreement and establish the terms and fee for the 2025 audit.

Accounting principles generally accepted in the United States of America provide for certain required supplementary information (RSI), such as management's discussion and analysis (MD&A), to supplement the District's basic financial statements. Such information, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. As part of our engagement, we will apply certain limited procedures to the District's RSI in accordance with auditing standards generally accepted in the United States of America. These limited procedures will consist of inquiries of management regarding the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We will not express an opinion or provide any assurance on the information because the limited procedures do not provide us with sufficient evidence to express an opinion or provide any assurance.

The following RSI is required by generally accepted accounting principles and will be subjected to certain limited procedures, but will not be audited:

- 1) Management's Discussion and Analysis
- 2) Budgetary comparison schedule

The following other information accompanying the financial statements will not be subjected to the auditing procedures applied in our audit of the financial statements, and our auditor's report will not provide an opinion or any assurance on that information:

1) Compliance with FL Statute 218.39 (3) (c)

Audit Objectives

The objective of our audit is the expression of opinions as to whether your financial statements are fairly presented, in all material respects, in conformity with U.S. generally accepted accounting principles and to report on the fairness of the supplementary information referred to in the second paragraph when considered in relation to the financial statements as a whole. Our audit will be conducted in accordance with auditing standards generally accepted in the United States of America and the standards for financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States, and will include tests of the accounting records of the District and other procedures we consider necessary to enable us to express such opinions. We will issue a written report upon completion of our audit of the District's financial statements. We cannot provide assurance that an unmodified opinion will be expressed. Circumstances may arise in which it is necessary for us to modify our opinion or add emphasis-of-matter or other-matter paragraphs. If our opinion on the financial statements is other than unmodified, we will discuss the reasons with you in advance. If, for any reason, we are unable to complete the audit or are unable to form or have not formed an opinion, we may decline to express an opinion or issue a report, or may withdraw from this engagement.

We will also provide a report (that does not include an opinion) on internal control related to the financial statements and compliance with the provisions of laws, regulations, contracts, and grant agreements, noncompliance with which could have a material effect on the financial statements as required by *Government Auditing Standards*. The report on internal control and on compliance and other matters will include a paragraph that states (1) that the purpose of the report is solely to describe the scope of testing of internal control and compliance, and the results of that testing, and not to provide an opinion on the effectiveness of the District's internal control on compliance, and (2) that the report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the District's internal control and compliance. The paragraph will also state that the report is not suitable for any other purpose. If during our audit we become aware that the District is subject to an audit requirement that is not encompassed in the terms of this engagement, we will communicate to management and those charged with governance that an audit in accordance with U.S. generally accepted auditing standards and the standards for financial audits contained in *Government Auditing Standards* may not satisfy the relevant legal, regulatory, or contractual requirements.

Examination Objective

The objective of our examination is the expression of an opinion as to whether the District is in compliance with Florida Statute 218.415 in accordance with Rule 10.556(10) of the Auditor General of the State of Florida. Our examination will be conducted in accordance with attestation standards established by the American Institute of Certified Public Accountants and will include tests of your records and other procedures we consider necessary to enable us to express such an opinion. We will issue a written report upon completion of our examination of the District's compliance. The report will include a statement that the report is intended solely for the information and use of management, those charged with governance, and the Florida Auditor General, and is not intended to be and should not be used by anyone other than these specified parties. We cannot provide assurance that an unmodified opinion will be expressed. Circumstances may arise in which it is necessary for us to modify our opinion or add emphasis-of-matter or other-matter paragraphs. If our opinion on the District's compliance is other than unmodified, we will discuss the reasons with you in advance. If, for any reason, we are unable to complete the examination or are unable to form or have not formed an opinion, we may decline to express an opinion or issue a report, or may withdraw from this engagement.

Other Services

We will assist in preparing the financial statements and related notes of the District in conformity with U.S. generally accepted accounting principles based on information provided by you. These nonaudit services do not constitute an audit under *Government Auditing Standards* and such services will not be conducted in accordance with *Government Auditing Standards*. The other services are limited to the financial statement services previously defined. We, in our sole professional judgment, reserve the right to refuse to perform any procedure or take any action that could be construed as assuming management responsibilities.

Management Responsibilities

Management is responsible for compliance with Florida Statute 218.415 and will provide us with the information required for the examination. The accuracy and completeness of such information is also management's responsibility. You agree to assume all management responsibilities relating to the financial statements and related notes and any other nonaudit services we provide. You will be required to acknowledge in the management representation letter our assistance with preparation of the financial statements and related notes and that you have reviewed and approved the financial statements and related notes prior to their issuance and have accepted responsibility for them. In addition, you will be required to make certain representations regarding compliance with Florida Statute 218.415 in the management representation letter. Further, you agree to oversee the nonaudit services by designating an individual, preferably from senior management, who possesses suitable skill, knowledge, or experience; evaluate the adequacy and results of those services; and accept responsibility for them.

Management is responsible for designing, implementing and maintaining effective internal controls, including evaluating and monitoring ongoing activities, to help ensure that appropriate goals and objectives are met; following laws and regulations; and ensuring that management and financial information is reliable and properly reported. Management is also responsible for implementing systems designed to achieve compliance with applicable laws, regulations, contracts, and grant agreements. You are also responsible for the selection and application of accounting principles, for the preparation and fair presentation of the financial statements and all accompanying information in conformity with U.S. generally accepted accounting principles, and for compliance with applicable laws and regulations and the provisions of contracts and grant agreements.

Management is also responsible for making all financial records and related information available to us and for the accuracy and completeness of that information. You are also responsible for providing us with (1) access to all information of which you are aware that is relevant to the preparation and fair presentation of the financial statements, (2) additional information that we may request for the purpose of the audit, and (3) unrestricted access to persons within the government from whom we determine it necessary to obtain audit evidence.

Your responsibilities include adjusting the financial statements to correct material misstatements and for confirming to us in the written representation letter that the effects of any uncorrected misstatements aggregated by us during the current engagement and pertaining to the latest period presented are immaterial, both individually and in the aggregate, to the financial statements taken as a whole.

You are responsible for the design and implementation of programs and controls to prevent and detect fraud, and for informing us about all known or suspected fraud affecting the government involving (1) management, (2) employees who have significant roles in internal control, and (3) others where the fraud could have a material effect on the financial statements. Your responsibilities include informing us of your knowledge of any allegations of fraud or suspected fraud affecting the government received in communications from employees, former employees, grantors, regulators, or others. In addition, you are responsible for identifying and ensuring that the government complies with applicable laws, regulations, contracts, agreements, and grants and for taking timely and appropriate steps to remedy fraud and noncompliance with provisions of laws, regulations, contracts or grant agreements, or abuse that we report.

Management is responsible for establishing and maintaining a process for tracking the status of audit findings and recommendations. Management is also responsible for identifying and providing report copies of previous financial audits, attestation engagements, performance audits or other studies related to the objectives discussed in the Audit Objectives section of this letter. This responsibility includes relaying to us corrective actions taken to address significant findings and recommendations resulting from those audits, attestation engagements, performance audits, or other studies. You are also responsible for providing management's views on our current findings, conclusions, and recommendations, as well as your planned corrective actions, for the report, and for the timing and format for providing that information.

With regard to the electronic dissemination of audited financial statements, including financial statements published electronically on your website, you understand that electronic sites are a means to distribute information and, therefore, we are not required to read the information contained in these sites or to consider the consistency of other information in the electronic site with the original document.

Audit Procedures—General

An audit includes examining, on a test basis, evidence supporting the amounts and disclosures in the financial statements; therefore, our audit will involve judgment about the number of transactions to be examined and the areas to be tested. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluating the overall presentation of the financial statements. We will plan and perform the audit to obtain reasonable rather than absolute assurance about whether the financial statements are free of material misstatement, whether from (1) errors, (2) fraudulent financial reporting, (3) misappropriation of assets, or (4) violations of laws or governmental regulations that are attributable to the government or to acts by management or employees acting on behalf of the government. Because the determination of abuse is subjective, *Government Auditing Standards* do not expect auditors to provide reasonable assurance of detecting abuse.

Because of the inherent limitations of an audit, combined with the inherent limitations of internal control, and because we will not perform a detailed examination of all transactions, there is a risk that material misstatements may exist and not be detected by us, even though the audit is properly planned and performed in accordance with U.S. generally accepted auditing standards and *Government Auditing Standards*. In addition, an audit is not designed to detect immaterial misstatements or violations of laws or governmental regulations that do not have a direct and material effect on the financial statements. Our responsibility as auditors is limited to the period covered by our audit and does not extend to later periods for which we are not engaged as auditors.

Our procedures will include tests of documentary evidence supporting the transactions recorded in the accounts, and may include tests of the physical existence of inventories, and direct confirmation of receivables and certain other assets and liabilities by correspondence with selected individuals, funding sources, creditors, and financial institutions. We will request written representations from your attorneys as part of the engagement, and they may bill you for responding to this inquiry. At the conclusion of our audit, we will require certain written representations from you about your responsibilities for the financial statements; compliance with laws, regulations, contracts, and grant agreements; and other responsibilities required by generally accepted auditing standards.

Audit Procedures—Internal Control

Our audit will include obtaining an understanding of the government and its environment, including internal control, sufficient to assess the risks of material misstatement of the financial statements and to design the nature, timing, and extent of further audit procedures. Tests of controls may be performed to test the effectiveness of certain controls that we consider relevant to preventing and detecting errors and fraud that are material to the financial statements and to preventing and detecting misstatements resulting from illegal acts and other noncompliance matters that have a direct and material effect on the financial statements. Our tests, if performed, will be less in scope than would be necessary to render an opinion on internal control and, accordingly, no opinion will be expressed in our report on internal control issued pursuant to *Government Auditing Standards*.

An audit is not designed to provide assurance on internal control or to identify significant deficiencies or material weaknesses. However, during the audit, we will communicate to management and those charged with governance internal control related matters that are required to be communicated under AICPA professional standards and *Government Auditing Standards*.

Audit Procedures—Compliance

As part of obtaining reasonable assurance about whether the financial statements are free of material misstatement, we will perform tests of the District's compliance with the provisions of applicable laws, regulations, contracts, agreements, and grants. However, the objective of our audit will not be to provide an opinion on overall compliance and we will not express such an opinion in our report on compliance issued pursuant to *Government Auditing Standards*.

Engagement Administration, Fees, and Other

We understand that your employees will prepare all confirmations we request and will locate any documents selected by us for testing.

The audit documentation for this engagement is the property of Grau & Associates and constitutes confidential information. However, subject to applicable laws and regulations, audit documentation and appropriate individuals will be made available upon request and in a timely manner to a cognizant or oversight agency or its designee, a federal agency providing direct or indirect funding, or the U.S. Government Accountability Office for purposes of a quality review of the audit, to resolve audit findings, or to carry out oversight responsibilities. We will notify you of any such request. If requested, access to such audit documentation will be provided under the supervision of Grau & Associates personnel. Furthermore, upon request, we may provide copies of selected audit documentation to the aforementioned parties. These parties may intend, or decide, to distribute the copies or information contained therein to others, including other governmental agencies. Notwithstanding the foregoing, the parties acknowledge that various documents reviewed or produced during the conduct of the audit may be public records under Florida law. The District agrees to notify Grau & Associates of any public record request it receives that involves audit documentation.

Our fee for these services will not exceed \$6,900 for the September 30, 2025 audit, unless there is a change in activity by the District which results in additional audit work or if additional Bonds are issued.

We will complete the audit within prescribed statutory deadlines, with the understanding that your employees will provide information needed to perform the audit on a timely basis.

The audit documentation for this engagement will be retained for a minimum of five years after the report release date. If we are aware that a federal awarding agency or auditee is contesting an audit finding, we will contact the party(ies) contesting the audit finding for guidance prior to destroying the audit documentation.

Our invoices for these fees will be rendered each month as work progresses and are payable on presentation. Invoices will be submitted in sufficient detail to demonstrate compliance with the terms of this agreement. In accordance with our firm policies, work may be suspended if your account becomes 60 days or more overdue and may not be resumed until your account is paid in full. If we elect to terminate our services for nonpayment, our engagement will be deemed to have been completed upon written notification of termination, even if we have not completed our report. You will be obligated to compensate us for all time expended and to reimburse us for all out-of-pocket costs through the date of termination. The above fee is based on anticipated cooperation from your personnel and the assumption that unexpected circumstances will not be encountered during the audit. If significant additional time is necessary, we will discuss it with you and arrive at a new fee estimate.

This agreement may be renewed each year thereafter subject to the mutual agreement by both parties to all terms and fees. The fee for each annual renewal will be agreed upon separately.

The District has the option to terminate this agreement with or without cause by providing thirty (30) days written notice of termination to Grau & Associates. Upon any termination of this agreement, Grau & Associates shall be entitled to payment of all work and/or services rendered up until the effective termination of this agreement, subject to whatever claims or off-sets the District may have against Grau & Associates.

We will provide you with a copy of our most recent external peer review report and any letter of comment, and any subsequent peer review reports and letters of comment received during the period of the contract. Our 2022 peer review report accompanies this letter.

We appreciate the opportunity to be of service to Cross Creek North Community Development District and believe this letter accurately summarizes the significant terms of our engagement. If you have any questions, please let us know. If you agree with the terms of our engagement as described in this letter, please sign the enclosed copy and return it to us.

Grau & Associates

Antonio J. Grau

RESPONSE:

Very truly yours,

| This letter | correctly | sets forth | he understa | nding of Cr | oss Creek I | North Commu | nity Developr | nent District. |
|-------------|-----------|------------|-------------|-------------|-------------|-------------|---------------|----------------|
| Bv: | | | | | | | | |

Title:

Date:





Peer Review Program

FICPA Peer Review Program Administered in Florida by The Florida Institute of CPAs

AICPA Peer Review Program
Administered in Florida
by the Florida Institute of CPAs

March 17, 2023

Antonio Grau Grau & Associates 951 Yamato Rd Ste 280 Boca Raton, FL 33431-1809

Dear Antonio Grau:

It is my pleasure to notify you that on March 16, 2023, the Florida Peer Review Committee accepted the report on the most recent System Review of your firm. The due date for your next review is December 31, 2025. This is the date by which all review documents should be completed and submitted to the administering entity.

As you know, the report had a peer review rating of pass. The Committee asked me to convey its congratulations to the firm.

Thank you for your cooperation.

Sincerely,

FICPA Peer Review Committee

Peer Review Team FICPA Peer Review Committee

850.224.2727, x5957

cc: Daniel Hevia, Racquel McIntosh

Firm Number: 900004390114 Review Number: 594791

Tab 4

Cross Creek N CDD

Managers Report

Date of meeting: 11.11.25 Submitted by: Mark Insel

POOL & FACILITY OPERATIONS

- <u>Seasonal Use</u>: Pool activity has slowed more, though weekends have an uptick in usage, the recent cold fronts have chilled the pool, so we have very few pool goers. Hours have been reduced with earlier sunsets and will continue to adjust as fall approaches and time change.
- <u>Clubhouse Use</u>: Clubhouses remain in demand, rentals have slowed some, we occasionally have use on weekdays.
- <u>Facility Maintenance</u>:
- Touch up painting has been done in clubhouses, gym and restrooms.
- Pressure washing completed on buildings, decks, and pavers around the main pool. The main lap pool entrance has been completely detailed recently.
- Loungers, chairs, and tables underwent another round of bleaching and pressure washing.
- - Small touch-up and repair items (locks, weather stripping, painting) are addressed regularly. Restroom floors in the main pool area have been repainted. (ongoing)
- Storage Lot Gate: Have had no issues at all, has been functioning properly since sensor covers were installed.
- Resident Registration: Registrations continue, though at a slower pace.
- Communications & Technology:
- - The Vesta website (https://ccnamenities.com/) and monthly newsletters remain key resources for residents.
- - QR codes posted on bulletin boards and playgrounds provide access to surveys and the website.
- Cleaning & Safety:
- - Staff continue routine cleaning; exterior stains have been removed.
- - Daily safety checks are completed on the playground, volleyball court, and other amenities.
- - Playground paver area and shade structure were pressure washed (8.25.25).
- Amenity Use:
- - We have started a morning coffee, lemonade and soda truck. A resident sets up their truck Mondays and Fridays.
- Monthly food trucks continue to be popular.
- Pickleball court use has been monitored; full court usage is rare.
- - Dog parks remain closed to let the newly sprayed grass take.
- Picnic table and benches have been installed and look great.

GYM & EQUIPMENT

- AED machine installed in the gym.
- New slam ball area has been well received by residents.
- Preventive maintenance completed 10.28.25, minor repairs were addressed as needed.

- Janitorial services are provided three times weekly; staff conduct frequent cleanings and weekly deep cleans.
- All machines are in good condition and operational at this time.

POND & LAKE MANAGEMENT

- J & J Aquatics seemed to vanish, last treatment "we think" was in September. The ponds are unsatisfactory in our opinion. Aquagenix is ready to begin!
- John has been monitoring pond conditions daily, submitting internal work orders, and is ready to pass these along.
- Biological solutions (e.g., carp, tilapia) will remain under review for certain ponds.

LANDSCAPE MANAGEMENT

- BrightView has slowly been moving to the winter mow schedule, adjusting for rain and low grow rate.
- Overall community landscaping is in excellent condition.
- Palm, hedge, and bush trimming is underway; some palm pruning has already been completed.
- Entrance beds have been weeded. Road and drainage work near the front entrance is still going; bushes will be removed and annuals planted once work is complete.

COMPLETED PROJECTS (No Board Action Required)

- Dead/fallen trees, bushes removed from common areas and facility.
- Back entrance pressure washing and deep cleaning scheduled within the next few weeks.
- Routine janitorial and maintenance services continue.
- Charcoal grills have been installed near covered area between playground and volleyball courts. Picnic table was installed. Benches in common areas were also installed.

LOOKING AHEAD

- Completion of previously approved proposals.
- Monthly food trucks and coffee truck to continue.
- Holiday Event to happen December 13th, 11am to 2pm. We will have a Santa visit and free hot chocolate and cookies, (while supplies last) then available for purchase.
- Ongoing newsletters, policy reminders, and community updates.
- Informal Q&A sessions with residents to be held quarterly, or as needed.
- Continued emphasis on a clean facility, pools, and grounds.
- Oversight of landscaping and irrigation.
- Completion of punch list projects not requiring Board approval.

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

Mark Insel 904-408-7716



Tab 5

Cross Creek N CDD

Field Operations Managers' Report

Date of meeting: 11/11/2025 Report submitted: 11/3/2025 Submitted by: John Williams

Completed Projects (In-House)/ No Board Action Needed:

- Continuation of adding Microbes to pond 8
- Continuation of weekly changing dog stations.
- Installation of two charcoal grills by the paved awning area by the playground.
- Repair to the water trough at the water wheel at the front entrance fountain.
- Repair to more falling bricks on the wall at the lap pool breezeway.
- Repair to the stucco on the front entrance water fountain. Painted this as well.
- Painting the striping in the amenity parking lot.

Completed Projects (Contractor)/ No Board Action Needed:

- Backflow testing and repairs completed by Bobs Backflow.
- Hydroseeding of the dog park and parks at the traffic circle by Brightview.
- Replacement of trees throughout the community by Brightview.
- Installation of No Soliciting signs at both entrances by Sundancer Signs.
- Installation of amenity website graphics on the message boards at both entrances to the community by Sundancer Signs.
- Repair to the access control lock for the Office by Hi-Tech.
- Benches, Picnic table, and dome lids installed by STA Homes and supplied by Southern Breeze.

Pool and Facility:

• Main Pool and Splash Pad are still closed. We will be ordering stanchions and chains to block off the Main Pool from access so we can have some of the deck and the splash pad open while the Main Pool is down.

Gym and Equipment:

- Repair is being made to the strap on one of the bikes by First Place Fitness
- First Place Fitness installed a new mat under the benches in the gym for no extra cost.
- First Place Fitness replaced a cable in the gym.

Pond and Lake Management:

• J&Js last service date is 11/01. Tigris will take over at that point.

Landscape Management:

 Brightview is finding out why the jasmine they installed in the bed on the Main Pool deck is dying and will replace with new once issue is found.

Third Party Quotes Provided:

- Poolsure quote for chemical delivery. They will also install new controllers and stenners at all pools at no charge and will maintain them as part of their monthly rate. This is a flat rate and includes chemicals in the price.
- Quote from Bold City Seal to repair the thermoplastic crosswalks and striping at the mailboxes by Morning Lake and fill the cracks in the asphalt at Wagon Lane. Grouping these together saves a few hundred dollars.
- First Place Fitness quote for 55-100lb dumbbells and rack for the gym. This has been high demand by the residents and would be a great and needed addition to the gym.
- Replacement of one of the two motors at the water wheel. Replace the leaking plastic on the sand filter at the back entrance fountain. Quotes provided by Hydra Pools and C Buss Enterprises.

Other Comments:

- Splash Pad surface has started to come up. This was done January 6th 2023. Blue is showing up through the grey. Out of warranty. This will be an upcoming expense.
- Professional cleaning of carpets needs to be done for the social hall and meeting room. We have tried cleaning these stains in different ways and cleaning solutions with no luck. Upcoming expense.
- Will need to redo the bathrooms for the Main Pool. This has been done in house over and over again throughout the past few years but needs to be professionally done. Will need to have the layers of old paint removed and a textured flooring put down. Another upcoming expense.

What to expect in the upcoming months (Already approved):

- Adding signs to traffic circles from Rogers Pavement Maintenance.
- Repair to the fountain at pond 2 from Local Fountain Experts.
- Installation of a "Your Speed" sign at the back entrance. This will be installed in-house by Vesta.

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

John Williams 904-478-9732 ext 504 or Jwilliams@vestapropertyservices.com





Bold City Seal 2220 CR210 W. Suite 108. PMB120 Jacksonville, FL 32259 boldcityseal@gmail.com

Estimate

ADDRESS

Cross Creek North CDD c/o Vesta Properties attn: John Williams 2891 Big Oak Dr, Green Cove Springs, FL 32043

| ESTIMATE # | DATE | |
|------------|------------|--|
| 2455 | 09/08/2025 | |

SHIP TO

Cross Creek North CDD Wagon Lane-Ph2 crackseal & parking lot restripe @ 2750 cold Stream lane Green Cove Springs, FL 32043

| ACTIVITY | QTY | RATE | AMOUNT |
|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----|----------|----------|
| Crackfill Hot Tar Crackfill: Blow out cracks of loose debris and apply a melted tar crackfiller and/or a cold-pour liquid filler for smaller cracks, along various spider cracks showing leaching water. Includes up to 250 LF throughout wagon lane. *Price reflects work to be completed with parking lot striping improvements. | 1 | 850.00 | 850.00 |
| Striping -Grind approx. 70lf of existing thermoplastic crosswalk (12" and 24" widths) and 10- 12lf of 24" stop bar to remove existing damaged and peeling materials* -Layout and paint new crosswalk and stop bar in lieu of previous thermoplastic markingsRepaint handicap and standard parking stall lines to match over existing paint. | 1 | 1,470.00 | 1,470.00 |
| Note: *Extent and amount of existing thermoplastic removal will vary depending on the condition of concrete surface and depth of grinding required. Some surface marks (scrapes, gouges, superficial damage) may occur following grinding. Repainting of thermoplastic areas may or may not fully cover grinding marks. Additional paint coats may be required to help conceal potential grinding markings. If this is not acceptable please contact us. | | | |

*2,320.00

Accepted By Accepted Date



Bold City Seal 2220 CR210 W. Suite 108. PMB120 Jacksonville, FL 32259 boldcityseal@gmail.com

Estimate

ADDRESS

Cross Creek North CDD c/o Vesta Properties attn: John Williams 2891 Big Oak Dr, Green Cove Springs, FL 32043

| ESTIMATE # | DATE | EXPIRATION DATE |
|------------|------------|-----------------|
| 2452 | 09/04/2025 | 10/04/2025 |

SHIP TO

Cross Creek North CDD Wagon Lane-Ph2 crackseal Green Cove Springs, FL 32043

| ACTIVITY | QTY | RATE | AMOUNT |
|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----|----------|----------|
| Crackfill Hot Tar Crackfill: Blow out cracks of loose debris and apply a melted tar crackfiller and/or a cold-pour liquid filler for smaller cracks, along various spider cracks showing leaching water. Includes up to 250 LF throughout wagon lane. | 1 | 1,250.00 | 1,250.00 |

*1,250.00

Accepted By Accepted Date

First Place Fitness Equipment, Inc.

8805 Southside Blvd Jacksonville, FL 32256 904-998-0738 www.FirstPlaceFitnessEquipment.com

Estimate

| Date | Estimate # |
|------------|------------|
| 10/15/2025 | E-62205 |

| ٨ | lam | e / | hΑ | dr | 229 |
|---|-----|-----|----|----|-----|
| | | | | | |

Cross Creek North CDD C/O Rizzetta & Company 3434 Colwell Ave, Suite 200 Tampa, FL 33614 Ship To

Cross Creek North CDD 2895 Big Oak Drive Code is 1995.

Green Cove Springs, FL 32043

| P.O. No.: | Terms: | Re | p A | dmin |
|-----------------------------|----------------------------------------------------------------------------|-----|---------|----------|
| Item | Description | Qty | Rate | Total |
| Rubber Dumbbell Set 55 | | | | |
| 055 Rubber Dumbbell | 55 Lbs | 2 | 110.00 | 220.00 |
| | Rubber Coated Dumbbell | | | |
| 060 Rubber Dumbbell | 60 Lbs | 2 | 120.00 | 240.00 |
| | Rubber Coated Dumbbell | | 120.00 | 2 (0.00 |
| 065 Rubber Dumbbell | 65 Lbs | 2 | 130.00 | 260.00 |
| 070 P 11 P 11 II | Rubber Coated Dumbbell | | 140.00 | 200.00 |
| 070 Rubber Dumbbell | 70 Lbs | 2 | 140.00 | 280.00 |
| 075 Darkh an Darenkh all | Rubber Coated Dumbbell 75 Lbs | 2 | 150.00 | 200.00 |
| 075 Rubber Dumbbell | Rubber Coated Dumbbell | 2 | 150.00 | 300.00 |
| 080 Rubber Dumbbell | 80 Lbs | 2 | 160.00 | 320.00 |
| 080 Rubbel Dullibbell | Rubber Coated Dumbbell | | 100.00 | 320.00 |
| 085 Rubber Dumbbell | 85 Lbs | 2 | 170.00 | 340.00 |
| 003 Rubbel Bullibbell | Rubber Coated Dumbbell | 2 | 170.00 | 340.00 |
| 090 Rubber Dumbbell | 90 Lbs | 2 | 180.00 | 360.00 |
| 000 Russer Bumosen | Rubber Coated Dumbbell | _ | 100.00 | 300.00 |
| 095 Rubber Dumbbell | 95 Lbs | 2 | 190.00 | 380.00 |
| | Rubber Coated Dumbbell | _ | | |
| 100 Rubber Dumbbell | 100 Lbs | 2 | 200.00 | 400.00 |
| | Rubber Coated Dumbbell | | | |
| | | | | 3,100.00 |
| GTDR-3 | Horizontal 3 Tier Shelf Rack. Will store 15 pairs of Dumbbells, 5lb-75lbs. | 1 | 518.40 | 518.40 |
| Delivery 1st Floor Strength | Delivery and install | | 499.95 | 499.95 |
| | Strength - 2 Stacks or less - 1st Floor | | | |
| | 50 Miles or less from store | | | |
| | This fee does not include removal of any equipment. | | | |
| | This is a 3rd party delivery services | | | |
| Discount | | | -800.00 | -800.00 |
| | | | | |
| | | | | |
| | | | | |
| | | | | |
| | | | | |
| | | | | |
| | | | | |
| | | | | |
| | | | | |

| To Approve this Estimate Please Sign & Email To ApprovedEstimates@1pfe.com | Sales Tax |
|----------------------------------------------------------------------------|-----------|
| Signature: | |

 Subtotal
 \$3,318.35

 Sales Tax (7.5%)
 \$0.00

 Total
 \$3,318.35

Tab 6



Job #1867 RECIPIENT:

Cross Creek North CDD

2806 N Fifth ST Ste 403 St Augustine, FL 32084

| Scheduled | San 00, 2025 |
|------------|--------------|
| Scrieduled | Sep 09, 2025 |

Monthly Pond Maintenance

| , , , , , , , , , , , , , , , , , , , , | |
|-----------------------------------------|--------|
| Applicator Name | |
| First, Last Name | Jlouks |
| Application Type | |
| Boat | |
| Land Rig | |
| | |
| Backpack | |
| Granular | |
| Inspection | |
| Chemical used | |
| Colorant | |
| Ounces/Gallons Used | |
| Algaecides | |
| Ounces/ Gallons Used | |
| Algaecides | |
| Ounces/Gallons Used | |
| Algaecides | |
| Ounces/Gallons Used | |
| | |
| Herbicides | |
| Ounces/ Gallons Used | |
| Herbicides | |
| Ounces/Gallons Used | |
| Herbicides | |
| Ounces/Gallons Used | |

Final Notes



| Weather Condition | Cloudy/rain |
|-------------------|-------------------------------------------------------|
| Water Levels | Low |
| Trash Pick-Up | Yes |
| Notes | Treated for milfoil and algae. |
| | Only treated 18, 19 and 20 due to it started raining. |



Job #1865 RECIPIENT:

Cross Creek North CDD

2806 N Fifth ST Ste 403 St Augustine FL 32084

Scheduled Sep 11, 2025

| St Augustine, FL 32084 | |
|--------------------------|--------------|
| Monthly Pond Maintenance | |
| Applicator Name | |
| First, Last Name | Jlouks |
| Application Type | |
| Boat | |
| Land Rig | \checkmark |
| Backpack | |
| Granular | |
| Inspection | |
| Chemical used | |
| Colorant | |
| Ounces/Gallons Used | |
| Algaecides | |
| Ounces/ Gallons Used | |
| Algaecides | |
| Ounces/Gallons Used | |
| Algaecides | |
| Ounces/Gallons Used | |
| Herbicides | Habitat |
| Ounces/ Gallons Used | 1.5 gal |
| Herbicides | |
| Ounces/Gallons Used | |
| Herbicides | |
| Ounces/Gallons Used | |

Final Notes



| Weather Condition | Cloudy |
|-------------------|---------------------------------------------------------------------------|
| Water Levels | Low |
| Trash Pick-Up | Yes |
| Notes | Treated for Torpedo Grass and Cattails. |
| | Pond #'s 1, 3, 4-12, 14-17, 23, 25 and 26 Birm on other side of 20. |
| | These applications will need a few hour dry time. |



RECIPIENT:

Job #1780

Cross Creek North CDD

2806 N Fifth ST Ste 403 St Augustine, FL 32084

Scheduled Sep 20, 2025

Monthly Pond Maintenance

| Applicator Name | |
|------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------|
| First, Last Name | Jlouks |
| | |
| Application Type | |
| Boat | |
| Land Rig | abla |
| Backpack | |
| Granular | |
| Inspection | |
| Chemical used | |
| Colorant | |
| Ounces/Gallons Used | |
| | |
| Algaecides | Copper Fine |
| Algaecides Ounces/ Gallons Used | Copper Fine 10 pounds |
| | |
| Ounces/ Gallons Used | 10 pounds |
| Ounces/ Gallons Used Algaecides | 10 pounds Tribune |
| Ounces/ Gallons Used Algaecides Ounces/Gallons Used | 10 pounds Tribune |
| Ounces/ Gallons Used Algaecides Ounces/Gallons Used Algaecides | 10 pounds Tribune |
| Ounces/ Gallons Used Algaecides Ounces/Gallons Used Algaecides Ounces/Gallons Used | 10 pounds Tribune 2 gal |
| Ounces/ Gallons Used Algaecides Ounces/Gallons Used Algaecides Ounces/Gallons Used Herbicides | 10 pounds Tribune 2 gal Komeen |
| Ounces/ Gallons Used Algaecides Ounces/Gallons Used Algaecides Ounces/Gallons Used Herbicides Ounces/ Gallons Used | 10 pounds Tribune 2 gal Komeen |
| Ounces/ Gallons Used Algaecides Ounces/Gallons Used Algaecides Ounces/Gallons Used Herbicides Ounces/ Gallons Used Herbicides Herbicides | 10 pounds Tribune 2 gal Komeen |

Final Notes



| Weather Condition | Sunny/94 |
|-------------------|------------------------------------------------------------------------------------|
| Water Levels | Low |
| Trash Pick-Up | Not Applicable |
| Notes | Treated for algae, Chara and Milfoil. |
| | Treated pond #'s 18, 19, 20, 27 and cattail area on other side of Birm at pond 20. |
| | Will be back on Monday 9/22/25 to treat regular applications/visit. |



RECIPIENT:

Job #1788

Cross Creek North CDD

2806 N Fifth ST Ste 403 St Augustine, FL 32084

Scheduled Sep 22, 2025

Monthly Pond Maintenance

| Applicator Name | |
|------------------------|-------------|
| First, Last Name | Jlouks |
| Application Type | |
| Boat | |
| Land Rig | V |
| Backpack | |
| Granular | |
| Inspection | |
| Chemical used Colorant | |
| Ounces/Gallons Used | |
| Algaecides | Copper Fine |
| Ounces/ Gallons Used | 25 pounds |
| Algaecides | Tribune |
| Ounces/Gallons Used | 1.25 ga |
| Algaecides | |
| Ounces/Gallons Used | |
| Herbicides | Komeen |
| Ounces/ Gallons Used | 2.5 gal |
| Herbicides | |
| Ounces/Gallons Used | |
| Herbicides | Aquathol |
| Ounces/Gallons Used | 1.5 gal |

Final Notes



| Weather Condition | Sunny/ 92 |
|-------------------|-------------------------------------------------------------------------------------------------------------------|
| Water Levels | Low |
| Trash Pick-Up | Yes |
| Notes | Treated for Parrot Feather, Algae, Chara, Pond Weed, Pennywort and Bladderwort. |
| | Will be back on property this Friday 9/26/25 to finish treating the Land Rig Ponds. (#'s 15, 16, 17, 23, 25 & 26) |



Job #1864 RECIPIENT:

Cross Creek North CDD

2806 N Fifth ST Ste 403 St Augustine, FL 32084

Scheduled Sep 26, 2025

Monthly Pond Maintenance

| Applicator Name | |
|----------------------|-------------|
| First, Last Name | Jlouks |
| | |
| Application Type | |
| Boat | |
| Land Rig | abla |
| Backpack | |
| Granular | |
| Inspection | |
| Chemical used | |
| Colorant | |
| Ounces/Gallons Used | |
| Algaecides | |
| Ounces/ Gallons Used | |
| Algaecides | Copper Fine |
| Ounces/Gallons Used | 45 pounds |
| Algaecides | 45 pourius |
| Ounces/Gallons Used | |
| | |
| Herbicides | |
| Ounces/ Gallons Used | |
| Herbicides | |
| Ounces/Gallons Used | |
| Herbicides | |
| Ounces/Gallons Used | |

Final Notes



| Weather Condition | Partly cloudy |
|-------------------|--------------------|
| Water Levels | Normal |
| Trash Pick-Up | Yes |
| Notes | Treated for algae. |

Tab 7



Quality Site Assessment

Prepared for: Cross Creek North CDD

General Information

DATE: Tuesday, Oct 28, 2025

NEXT QSA DATE: Monday, Jan 26, 2026

CLIENT ATTENDEES: John Williams, Royce Peaden

BRIGHTVIEW ATTENDEES: Royce Peaden

Customer Focus Areas

Entrances, Amenities and focal areas



Cross Creek North CDD



Maintenance Items









- 1 November 1st Team will begin mowing site bi-weekly. Team will be on-site weekly to perform maintenance and Winter tasks.
- Muhly Grasses
 throughout site are
 putting on a great display
 this year. Color should
 last until we start getting
 cool/cold temperatures.
 Once the color has
 disappeared our team will
 provide 1x annual
 cutback of grasses. This
 typically begins in
 January.
- Team began raising tree canopies throughout site week of 10/27. Focus will be on sidewalk and roadway clearance.
- 4 Soft tissue cutbacks soft tissue plant material
 that isn't threatened by
 cold is scheduled to be
 cut back following the
 New Year. Plant material
 that can be damaged by
 cold will be cut back in
 March/April timeframe
 depending upon the
 season.

Cross Creek North CDD



Maintenance Items









- Fire Ants Winter season fire ants become more prevalent. They are more likely to mound and with mow services being less frequent mounds are more noticeable. Once formed teams "bait" ant mounds with a product ants forage for. This method provides mixed results as any disturbance will prevent the ants from eating. Teams will bait while on site each week. Products are available that prevent the formation of ant mounds - these are sometimes used in high profile or playground areas.
- Drift roses at Amenity
 Center are performing
 well and responding to
 Three-Way insecticide,
 fungicide, fertilizer
 treatments.
- 7 Drift Roses in other areas of site are showing signs of extreme stress and are declining. Signs indicate these are planted too deep and have excess mulch.
- 8 Three Washingtonia
 Palms in island in front of
 Amenity have declined.

Cross Creek North CDD

Maintenance Items





We had our team
Agronomist review - the
trees appear to be
planted deeply and have
a large amount of mulch
covering them
(approximately 6"+).
Proposal is attached for
mulch removal and palm
replacement in this

- 9 Plant material throughout site is hungry. As we move through with our Winter tasks we will be providing granular fertilizer applications.
- 10 Recommend removal of small turf strip on bull nose islands ahead of next approved mulching these must be servied with a string trimmer which leads to decline of turf and in-fill of weeds. Removing and having mulch to concrete will improve aesthetics. With community's permission and approval of mulch we can perform with maintenance crew





Notes to Owner / Client









- 1 Majority of recently approved Enhancement projects are performing well. We had a section of Juniper get dry and are scheduled to replace these on 10/28.
- 2 Recently approved project Hydroseeding is beginning to grow in
- 3 Newly installed Pine Tree performing well.
- 4 Newly installed Magnolia performing well.



SERVICE COMMUNICATION REPORT

The following landscape maintenance services were performed on your property today. If you have any questions about your service, please contact our Grounds Maintenance Customer Service at (904) 292-0716.

AGRONOMICS

LANDSCAPE BEDS

DATE: 10/29/25

PEST CONTROL

PROPERTY: Cross Creek

TURF

| | Mowing | | Tree Pruning | | Turf | | Turf | | |
|-----|------------------------------------------|------|-------------------|-------|------------|-----|----------------|----------|--|
| | Curb Edging | | Palm Pruning | | Beds | | Trees | | |
| | Bed Edging | | Plant Pruning | | Shrubs | | Shrubs | | |
| | Line Trim Edging | | Shrub Pruning | Χ | Annuals | | Fire Ants | | |
| | Weed eat | Χ | Weeding | Х | | | | | |
| | | | | | | | | | |
| | IRRIGATIO | NC | PLANTING | 3 | CLEAN | UP | OTHER SERVICES | PROVIDED | |
| | Inspect | | Annuals | | Trash | Х | | | |
| | Adjust | | Shrubs | | Leaves | | | | |
| | Repair | | Mulch | | Debris | Χ | | | |
| | | | Other (See Notes) | | | | | | |
| | | | | | | | | | |
| | | | | | | | | | |
| | | | Work | To B | e Complete | ed: | | | |
| Tri | m/detail front | er | ntrance | | | | | | |
| De | tail Focal are | as | | | | | | | |
| Do | NOT Mow In | Tra | iler/Boat lock | up | | | | | |
| Sp | ray Trailer/Bo | at l | lockup (Up to | Yello | w line) | | | | |
| | Continue to Lift Oak canopies throughout | | | | | | | | |
| Da | Day 3 | | | | | | | | |
| | | | | | | | | | |
| | | | | | | | | | |
| | | | | | | | | | |



Proposal for Extra Work at Cross Creek North CDD

Property Name Cross Creek North CDD
Property Address 2895 Big Oak Dr

Contact

Danielle Wasilewski Cross Creek North CDD

ldress 2895 Big Oak Dr Green Cove Springs, FL 32043

To

c/o Rizetta & Company Inc 3434 Colwell

Ave Ste 200

Tampa, FL 33614

Project Name

Cross Creek North - Removal of Built up mulch and soil at the base of trees throughout community

Billing Address

Project Description

Phased Approach to Removal of Built Up Mulch/Soil at base of tree rings,

including Mulch install

Scope of Work

Scope of Project - Removal of built up soil and mulch at the base of approximately 300 trees throughout site. Project will include the removal and disposal of all material above grade at the base of each tree.

Grade will be determined by the top of the rootball of each tree. Trees planted with rootball above surrounding grade will have soil/mulch removed to expose trunk flare as part of proper planting technique.

Trees rings are currently mounded to the point that long-term health of the trees is in question due to limitation of oxygen in the root zone.

Project should be done in conjunction with, or just prior to, community mulching as tree rings will need to be re-established with mulch once project is complete. If areas are left without mulch weed populations will increase and trees are more susceptible to drying out.

| | QTY | UoM/Size | Material/Description | Total |
|----|-----------|------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------|
| Ph | ase 2 - S | econdary Entranc | e to Cold Leaf Roundabout | \$15,143.88 |
| | 1.00 | EACH | Cross Creek North - Removal of Built up mulch and soil at the base of trees throughout community - Approximately 1/3 trees located throughout community with 0.5-2yds of soil/debris per tree | |
| | 1.00 | EACH | Medium Pine Bark - Installed in TREE RINGS ONLY following removal of dirt/debris currently mounding tree rings - 750 bags | |
| Ph | ase 3 - C | old Leaf Roundab | out along Cold Leaf to Big Oak | \$15,143.88 |
| | 1.00 | EACH | Cross Creek North - Removal of Built up mulch and soil at the base of trees throughout community - Approximately 1/3 trees located throughout community with 0.5-2yds of soil/debris per tree | |
| | 1.00 | EACH | Medium Pine Bark - Installed in TREE RINGS ONLY following removal of dirt/debris currently mounding tree rings - 750 bags | |
| | | | | |

Phase 1 - Main Entrance to Big Oak Drive

\$15,142.63



EACH

Proposal for Extra Work at Cross Creek North CDD

Cross Creek North - Removal of Built up mulch and soil at the base of trees throughout community - Approximately 1/3 trees located throughout community with 0.5-2yds of

soil/debris per tree

Medium Pine Bark - Installed in TREE RINGS ONLY following removal of dirt/debris currently mounding tree rings - 750 bags 1.00 **EACH**

Images

1.00

mulchrings



For internal use only

SO# 8779397 JOB# 346100624 Service Line 130

TERMS & CONDITIONS

- 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.
- 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 we II 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.
- Taxes: Contractor agrees to pay all applicable taxes, including sales or General Excise Tax (GET), where applicable.
- 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 \$1,00000limit 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.
- 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.
- Subcontractors: Contractor reserves the right to hire qualified subcontractors to perform specialized functions or work requiring specialized equipment.
- 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 r e lated 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.
- 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 hild den 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 inspected.

 Cancellation: Notice of Cancellation of work must be received in writing before the orew 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

- 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 for unseen hazards such as, but not limited to concrete brick filled trunks, metall 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

| Signature | Title | Associate District Manager |
|--------------------------------------------|-------|----------------------------|
| Danielle Wasilewski Printed Name | Date | October 13, 2025 |

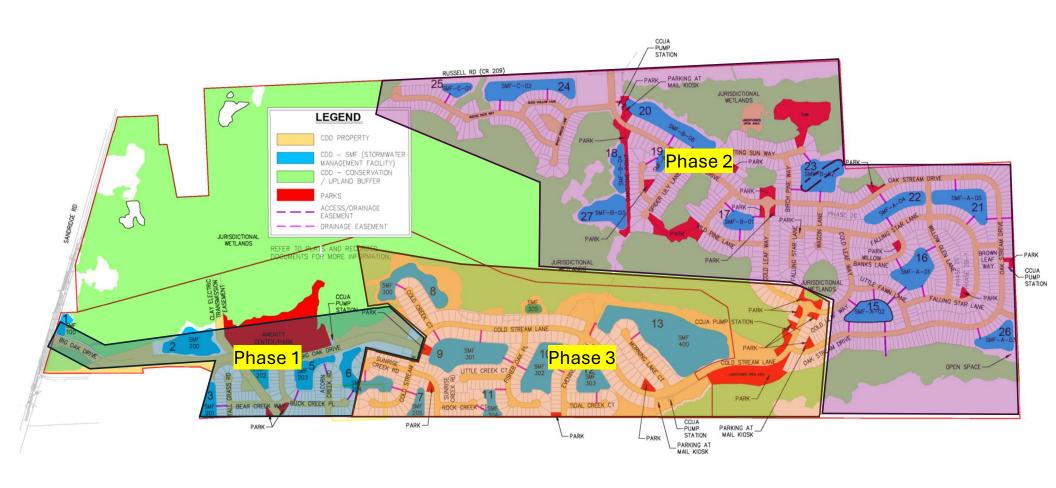
BrightView Landscape Services, Inc. "Contractor"

| | Account Manager - Exte | rior |
|--------------|------------------------|------|
| Signature | Title | |
| Royce Peaden | October 13, 2025 | |
| Printed Name | Date | |

Job #: 346100624

SO #: 8779397 Proposed Price: \$45,430.39

Cross Creek North - Tree Mulch Removal Project - Phased Approach





Proposal for Extra Work at Cross Creek North CDD

Property Name Cross Creek North CDD Contact Danielle Wasilewski
Property Address 2895 Big Oak Dr To Cross Creek North C

ty Address 2895 Big Oak Dr To Cross Creek North CDD

Green Cove Springs, FL 32043 Rilling Address C/o Rizetta & Company Inc 3

ove Springs, FL 32043 Billing Address c/o Rizetta & Company Inc 3434 Colwell

Ave Ste 200 Tampa, FL 33614

Project Name Replace 3 Washingtonia Palms at Island in front of Sports court entrance; Remove excess mulch

Project Description Replace 3 Washingtonia Palms at Island in front of Sports court entrance; Remove

excess mulch

Scope of Work

| QTY | UoM/Size | Material/Description | Unit Price | Total |
|-------|------------|--------------------------------------------------------------------------------------------------------------------------------------------|------------|------------|
| 1.00 | LUMP SUM | Replace 3 Washingtonia Palms. Ranging from heights of 10-12'. Price will include hauling old palms away and install new ones with bracing. | \$2,961.00 | \$2,961.00 |
| 1.00 | EACH | Removal of approximately 2300 sq ft of mulch at 6" deep - ~43 yds of mulch removed and disposed | \$2,961.33 | \$2,961.33 |
| 1.00 | EACH | Irrigation - Add bubblers for newly installed trees and ensure proper programming | \$334.94 | \$334.94 |
| 20.00 | CUBIC YARD | Mini Pine Bark Mulch - Blown-In/Installed - CY - CUBIC YARD Subcontracted Mulch | \$58.00 | \$1,160.00 |

For internal use only

 SO#
 8789979

 JOB#
 346100624

 Service Line
 130

TERMS & CONDITIONS

- 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.
- 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 we II 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.
- Taxes: Contractor agrees to pay all applicable taxes, including sales or General Excise Tax (GET), where applicable.
- 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 \$1,00000limit 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.
- 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.
- Subcontractors: Contractor reserves the right to hire qualified subcontractors to perform specialized functions or work requiring specialized equipment.
- 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 r e l a t e d 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.
- 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 hild den 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.

 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

- 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 for unseen hazards such as, but not limited to concrete brick filled trunks, metall 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

Signature Title Associate District Manager

Danielle Wasilewski Date October 28, 2025

BrightView Landscape Services, Inc. "Contractor"

Account Manager - Exterior
Signature Title

Royce Peaden October 28, 2025
Printed Name Date

Job #: 346100624

SO #: 8789979 Proposed Price: \$7,417.27

Tab 8

ESTIMATE

C Buss Enterprises Inc 152 Lipizzan Trl Saint Augustine, FL 32095-8512 clayton@cbussenterprises.com +1 (904) 710-8161 www.cbussenterprises.com



| # | Product or service | Description | Qty | Rate | Amount |
|----|--------------------|----------------------------------------------------|-------|------------|-------------|
| 1. | PRESSURE GAUGE | LIQUID FILLED PRESSURE GAUGE 0-60 PSI, PER EACH | 2 | \$26.88 | \$53.76 |
| 2. | VACUUM GAUGE 0-30 | LIQUID FILLED VAC GAUGE, PER EACH | 1 | \$30.60 | \$30.60 |
| 3. | POOL PARTS | TEMPERATURE GAUGE/THERMOMETER, PER EACH | 1 | \$118.16 | \$118.16 |
| 4. | CAT 4000 | HAYWARD CAT 4000 PROFESSIONAL PACKAGE W. WIFI | 2 | \$5,802.68 | \$11,605.36 |
| 5. | LABOR | INSTALLATION/REPAIR LABOR, PER HOUR | 3 | \$150.00 | \$450.00 |
| | | | Total | \$ | 12,257.88 |

Accepted date

Accepted by

BR Jax, LLC, DBA Hydra Pools and Pavers

PO Box 50552

Jacksonville Beach, FL 32240

US

hydrapoolsfl@gmail.com Fla Lisc: CGC1532619

ADDRESS

John Williams Vesta Properties Services 2895 Big Oak Dr Green Cove Springs, Florida 32043 United States

Estimate

SHIP TO

John Williams Vesta Properties Services 2895 Big Oak Dr Green Cove Springs, Florida 32043 United States

| ES | TIMATE # | DATE | EXPIRATION DATE |
|----|----------|------------|-----------------|
| 10 | 39 | 10/27/2025 | 11/30/2025 |

| SHIP DATE | SHIP VIA | P.O. NUMBER | SALES REP |
|------------|----------|----------------|-------------|
| 11/06/2025 | Ground | Pool Equipment | Nick McAbee |

| DATE | SERVICE | DESCRIPTION | QTY | RATE | AMOUNT |
|------|------------------|-------------------------------------------------------------------------------------|-----|----------|-----------|
| | Equipment Repair | Remove CES Chemical Feeders and replace with a new Hayward HCC 4000 Pool Comm | 2 | 5,874.65 | 11,749.30 |
| | Equipment Repair | replace damaged pressure gauges, air release valve and vacuum gauges | 10 | 95.00 | 950.00 |

Thank you for your business. We appreciate it very much. Once the estimate is approved then we will schedule your repairs.

TOTAL

\$12,699.30

Accepted By Accepted Date

Tab 9



Quote Number 00010126

PROPOSAL

Created Date 10/14/2025 Prepared By Brian Zielinski

Expiration Date 11/13/2025 Email bzielinski@poolsure.com

Phone (800) 858-7665

Address Information

Bill To 2895 Big Oak Drive Ship To 2895 Big Oak Drive

Green Cove Springs, FL 32043 Green Cove Springs, FL 32043

Proposal Notes

What is included with Poolsure's Water Management Program:

-All-inclusive fixed monthly rate

- -All pool chemicals necessary to maintain normal water chemistry
- -Free installation, including all chemical storage tanks, controllers, and chemical automation equipment
- -Complete service package, including replacement parts, preventative maintenance, and tech support, all performed by our Certified Poolsure Technicians
- -Mobile app with real-time chemical levels, monitoring, and chemical dosing instructions including saturation index calculation
- -Wireless communication and web access via the customer portal
- -Aquafi Router if wifi is inaccessible
- -Complimentary staff training and access to optional CPO certification and education courses

XPC Controller -

- Wireless communication
- Online access for data monitoring
- ORP/pH control
- Cloud data backup
- Integrated pressure switch
- True proportional feeding with pulse input pumps

Poolsure Customer Portal and Mobile App -

- App allows pool operators to log chemicals/equipment readings directly through their phones
- Summary display of recent tank levels and chemical readings per pool
- Bluetooth capability for manual logging
- Auto-calculate chemical levels and provide dosing recommendations
- Automatically store all data in Poolsure's database for future access
- Dashboard snapshots to include a quick at how much bleach is left in the tank and the most recent chemical readings
- Application display of each pool log with recommendations and tracking capability (flow rate, turnover rate, filter/pump pressure, active alerts, hourly reading pH/ORP readings)
- -Online account management and 24/7 response to emergency service requests

| Product | Sales Price | Quantity | Total Price |
|-----------------|-------------|----------|-------------|
| WM-CHEM-BASE FL | \$2,525.00 | 1.00 | \$2,525.00 |

Thank You!