

**ST. JOHNS FOREST
COMMUNITY DEVELOPMENT
DISTRICT**

NOVEMBER 20, 2025

AGENDA PACKAGE

**Call-in Number: 1-646-838-1601
Conference ID:423625138#**

St. Johns Forest Community Development District

Board of Supervisors

Philip Messana, Chairperson
 Carly Weddle, Vice Chairperson
 Angela Chapman, Assistant Secretary
 Charles Kuehne, Assistant Secretary
 Herbert Shaw, Assistant Secretary

Staff:

Samantha Harvey, District Manager
 Jennifer Goldyn, Director of District Services
 Wesley S. Haber, Esq., District Counsel
 Michael Yuro, P.E., District Engineer
 Kyle Goldberg, District Field Inspection Coordinator
 Fernand Thomas, District Accountant

Meeting Agenda

Thursday, November 20, 2025 – 10:00 a.m.

Call-in number:1-646-838-1601, Phone Conference ID: 423625138#

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1. **Call to Order and Roll Call**
 2. **Approval of Agenda**
 3. **Audience Comments – Three (3) Minute Time Limit**
 4. **Staff Reports**
 - A. District Accountant
 - i. Acceptance of the September 2025 Financial Statements and Approval of the September Check Register and InvoicesPage 4
 - ii. Consideration of Resolution 2026-01, Budget Amendment.....Page 18
 - iii. Motion to Assign Fund Balance.....Page 20
 - B. District Counsel
 - i. Ethics Training Reminder
 - C. District Engineer
 - D. District Manager
 - i. Ratification of Florida Waterways, Inc. Quote A10060 to Lift and Reinstall Drainage Grate.....Page 21
 - ii. The Greenery Inc. Irrigation Inspection October 2025 Report and ProposalPage 24
 - iii. The Greenery Inc. Irrigation Inspection October-November 2025 and Proposal ...Page 27
 - iv. The Greenery Inc. Irrigation Proposal #84983 for Viburnum, Installation Around Fountain Pump and UtilitiesPage 31
 - v. Consideration of Tigris Aquatic Services LLC Pond Maintenance Quote 320025 for 2025-2026.....Page 36
 - vi. Consideration of The Lake Doctors Inc. Pond Maintenance Proposal for 2025-2026Page 38
 - vii. Consideration of Dragonfly Pond Works Pond Maintenance Proposal #32006 for 2025-2026Page 40
 - E. Field Inspection Coordinator
 - i. Field Updates/October 2025 and November 2025 Field Inspection ReportsPage 47
 - ii. Consideration of Inframark Maintenance Proposal to Repair Items Identified in the Field Inspection Report.....Page 56
 - iii. Pond Services ReportsPage 60
 5. **Business Administration**
 - A. Consideration of Minutes from the Meeting held September 25, 2025Page 68
 6. **Business Items**
 - A. Consideration of LLS Tax Solutions Inc. Engagement Letter for the Capital Improvement Revenue Refunding Bonds, Series 2016 for the Period March 11, 2024, Through to March 10, 2027..... Page 72
 - B. Consideration of Resolution 2026-02, Adopting Goals and Objectives for Fiscal Year 2026Page 75

St. Johns Forest Community Development District

Board of Supervisors

Philip Messana, Chairperson
Carly Weddle, Vice Chairperson
Angela Chapman, Assistant Secretary
Charles Kuehne, Assistant Secretary
Herbert Shaw, Assistant Secretary

Staff:

Samantha Harvey, District Manager
Jennifer Goldyn, Director of District Services
Wesley S. Haber, Esq., District Counsel
Michael Yuro, P.E., District Engineer
Kyle Goldberg, District Field Inspection Coordinator
Fernand Thomas, District Accountant

- C. Ratification of Berger, Toombs, Elam, Gaines & Frank Audit Engagement Letter for
Fiscal Year 2025Page 82
- 7. New Business and Supervisor Requests**
- 8. Adjournment**

The next meeting is scheduled for Thursday, January 22, 2026, at 10:00 a.m.

If you require an agenda package, please contact Kareen Baker at kareen.baker@inframark.com

MEMORANDUM

TO: Board of Supervisors, St. Johns Forest CDD
FROM: Fernand Thomas, District Accountant
CC: Samantha Harvey, District Manager, Helena Schneider, Accounting Supervisor
DATE: October 22, 2025
SUBJECT: September Financial Report

Attached, please find the September Financial Report. During your review, please keep in mind that the goal is for revenue to meet or exceed the year-to-date budget and for expenditures to be at or below the year-to-date budget. To assist with your review, an overview of each of the district's funds is provided below. If you have any questions or require additional information, please contact me at Fernand.Thomas@inframark.com.

General Fund:

- Total revenues are 106.41% of the annual adopted budget.
- Non-Ad Valorem Assessments are collected at 100%.
- R&M-General including holiday decorating 2024.
- R&M-Other Landscape including storm drain cleaning and jet vacuum cleaning.
- Through the current month, expenditures are at 94.64% of the annual budget.
- Reserves-Streetlights, 84 landscape lights and electrical replacements.

Debt Service Fund:

Series 2016

- Total revenues are 104.32% of the annual adopted budget.
- Non-Ad Valorem Assessments are collected 100%.
- The interest and principal debt service installment payments have been made.

ST. JOHNS FOREST
Community Development District

Financial Report

September 30, 2025

Prepared by:



ST JOHNS FOREST CDD

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ST. JOHNS FOREST
Community Development District

Financial Statements

(Unaudited)

September 30, 2025

Balance Sheet
September 30, 2025

ACCOUNT DESCRIPTION	GENERAL FUND	SERIES 2016 DEBT SERVICE FUND	TOTAL
<u>ASSETS</u>			
Cash - Checking Account	\$ 74,716	\$ -	\$ 74,716
Due From Other Gov'tl Units	2,846	2,904	5,750
Investments:			
Money Market Account	434,200	-	434,200
Prepayment Account	-	653	653
Reserve Fund	-	133,865	133,865
Revenue Fund	-	104,783	104,783
Prepaid Items	9,936	-	9,936
TOTAL ASSETS	\$ 521,698	\$ 242,205	\$ 763,903
<u>LIABILITIES</u>			
Accounts Payable	\$ 10,802	\$ -	\$ 10,802
Accrued Expenses	670	-	670
TOTAL LIABILITIES	11,472	-	11,472
<u>FUND BALANCES</u>			
Nonspendable:			
Prepaid Items	9,936	-	9,936
Restricted for:			
Debt Service	-	242,205	242,205
Assigned to:			
Operating Reserves	63,962	-	63,962
Reserves-Entr. Signs/Columns	178,356	-	178,356
Reserves - Entry Fountain	8,989	-	8,989
Reserves- Stormwater&Roads	56,512	-	56,512
Unassigned:	192,471	-	192,471
TOTAL FUND BALANCES	\$ 510,226	\$ 242,205	\$ 752,431
TOTAL LIABILITIES & FUND BALANCES	\$ 521,698	\$ 242,205	\$ 763,903

Statement of Revenues, Expenditures and Changes in Fund Balances
For the Period Ending September 30, 2025

ACCOUNT DESCRIPTION	ANNUAL ADOPTED BUDGET	YEAR TO DATE BUDGET	YEAR TO DATE ACTUAL	VARIANCE (\$) FAV(UNFAV)	YTD ACTUAL AS A % OF ADOPTED BUD
REVENUES					
Interest - Investments	\$ 10,000	\$ 10,000	\$ 25,373	\$ 15,373	253.73%
Interest - Tax Collector	-	-	1,726	1,726	0.00%
Special Assmnts- Tax Collector	281,919	281,919	281,919	-	100.00%
Special Assmnts- Discounts	(11,277)	(11,277)	(10,493)	784	93.05%
Other Miscellaneous Revenues	-	-	107	107	0.00%
TOTAL REVENUES	280,642	280,642	298,632	17,990	106.41%
EXPENDITURES					
Administration					
P/R-Board of Supervisors	6,000	6,000	4,600	1,400	76.67%
FICA Taxes	459	459	352	107	76.69%
ProfServ-Arbitrage Rebate	600	600	4,000	(3,400)	666.67%
ProfServ-Dissemination Agent	1,000	1,000	1,000	-	100.00%
ProfServ-Engineering	9,000	9,000	5,345	3,655	59.39%
ProfServ-Legal Services	15,000	15,000	4,908	10,092	32.72%
ProfServ-Mgmt Consulting	59,280	59,280	59,280	-	100.00%
ProfServ-Special Assessment	6,136	6,136	6,136	-	100.00%
ProfServ-Trustee Fees	4,000	4,000	4,286	(286)	107.15%
Auditing Services	4,000	4,000	3,770	230	94.25%
Website Compliance	2,500	2,500	1,553	947	62.12%
Postage and Freight	600	600	542	58	90.33%
Insurance - General Liability	9,561	9,561	8,822	739	92.27%
Printing and Binding	1,000	1,000	202	798	20.20%
Legal Advertising	1,200	1,200	467	733	38.92%
Miscellaneous Services	2,000	2,000	297	1,703	14.85%
Misc-Assessment Collection Cost	5,638	5,638	5,429	209	96.29%
Misc-Web Hosting	1,200	1,200	1,200	-	100.00%
Annual District Filing Fee	175	175	175	-	100.00%
Total Administration	129,349	129,349	112,364	16,985	86.87%
Field					
ProfServ-Field Management	8,000	8,000	8,000	-	100.00%
Contracts-Lake and Wetland	13,000	13,000	13,195	(195)	101.50%
Contracts-Landscape	57,000	57,000	48,108	8,892	84.40%
Electricity - General	9,500	9,500	2,135	7,365	22.47%
R&M-General	9,000	9,000	9,262	(262)	102.91%
R&M-Fountain	5,000	5,000	1,603	3,397	32.06%
R&M-Other Landscape	14,000	14,000	22,338	(8,338)	159.56%
R&M-Irrigation	5,000	5,000	5,235	(235)	104.70%
R&M-Streetlights	3,000	3,000	1,986	1,014	66.20%
Capital Outlay	3,000	3,000	-	3,000	0.00%
Total Field	126,500	126,500	111,862	14,638	88.43%

Statement of Revenues, Expenditures and Changes in Fund Balances
For the Period Ending September 30, 2025

ACCOUNT DESCRIPTION	ANNUAL ADOPTED BUDGET	YEAR TO DATE BUDGET	YEAR TO DATE ACTUAL	VARIANCE (\$) FAV(UNFAV)	YTD ACTUAL AS A % OF ADOPTED BUD
<u>Reserves</u>					
Reserve -Entrance Signs/Columns	12,987	12,987	-	12,987	0.00%
Reserve - Entry Fountain	2,821	2,821	-	2,821	0.00%
Reserves-Stormwater&Roads	10,714	10,714	-	10,714	0.00%
Reserve - Streetlights	3,478	3,478	46,300	(42,822)	1331.22%
Total Reserves	30,000	30,000	46,300	(16,300)	154.33%
TOTAL EXPENDITURES & RESERVES	285,849	285,849	270,526	15,323	94.64%
Excess (deficiency) of revenues Over (under) expenditures	(5,207)	(5,207)	28,106	33,313	0.00%
<u>OTHER FINANCING SOURCES (USES)</u>					
Contribution to (Use of) Fund Balance	(5,207)	-	-	-	0.00%
TOTAL FINANCING SOURCES (USES)	(5,207)	-	-	-	0.00%
Net change in fund balance	\$ (5,207)	\$ (5,207)	\$ 28,106	\$ 33,313	0.00%
FUND BALANCE, BEGINNING (OCT 1, 2024)	480,335	480,335	480,335		
FUND BALANCE, ENDING	\$ 475,128	\$ 475,128	\$ 508,441		

Statement of Revenues, Expenditures and Changes in Fund Balances
For the Period Ending September 30, 2025

ACCOUNT DESCRIPTION	ANNUAL ADOPTED BUDGET	YEAR TO DATE BUDGET	YEAR TO DATE ACTUAL	VARIANCE (\$) FAV(UNFAV)	YTD ACTUAL AS A % OF ADOPTED BUD
REVENUES					
Interest - Investments	\$ 200	\$ 200	\$ 11,297	\$ 11,097	5648.50%
Special Assmnts- Tax Collector	287,646	287,646	287,646	-	100.00%
Special Assmnts- Discounts	(11,545)	(11,545)	(10,706)	839	92.73%
TOTAL REVENUES	276,301	276,301	288,237	11,936	104.32%
EXPENDITURES					
Administration					
Misc-Assessment Collection Cost	5,773	5,773	5,539	234	95.95%
Total Administration	5,773	5,773	5,539	234	95.95%
Debt Service					
Principal Debt Retirement	190,000	190,000	190,000	-	100.00%
Principal Prepayments	-	-	10,000	(10,000)	0.00%
Interest Expense	78,800	78,800	78,105	695	99.12%
Total Debt Service	268,800	268,800	278,105	(9,305)	103.46%
TOTAL EXPENDITURES	274,573	274,573	283,644	(9,071)	103.30%
Excess (deficiency) of revenues Over (under) expenditures	1,728	1,728	4,593	2,865	265.80%
OTHER FINANCING SOURCES (USES)					
Contribution to (Use of) Fund Balance	1,728	-	-	-	0.00%
TOTAL FINANCING SOURCES (USES)	1,728	-	-	-	0.00%
Net change in fund balance	\$ 1,728	\$ 1,728	\$ 4,593	\$ 2,865	265.80%
FUND BALANCE, BEGINNING (OCT 1, 2024)	234,708	234,708	234,708		
FUND BALANCE, ENDING	\$ 236,436	\$ 236,436	\$ 239,301		

ST. JOHNS FOREST
Community Development District

Supporting Schedules

September 30, 2025

Non-Ad Valorem Special Assessments - St Johns County Tax Collector

(Monthly Assessment Collection Distributions)

For the Fiscal Year Ending September 30, 2025

					ALLOCATION BY FUND	
Date Received	Net Amount Received	Discount / (Penalty) Amount	Collection Cost	Gross Amount Received	General Fund	Series 2016 Debt Service Fund
Assessments Levied FY 2025				\$ 569,565	\$ 281,919	\$ 287,646
Allocation %				100%	49%	51%
11/06/24	\$ 3,827	\$ 271	\$ 78	\$ 4,176	\$ 2,067	\$ 2,109
11/18/24	\$ 18,503	\$ 787	\$ 378	\$ 19,668	\$ 9,735	\$ 9,933
11/21/24	\$ 21,253	\$ 904	\$ 434	\$ 22,590	\$ 11,182	\$ 11,409
12/09/24	\$ 41,826	\$ 1,778	\$ 854	\$ 44,458	\$ 22,005	\$ 22,452
12/19/24	\$ 33,096	\$ 1,407	\$ 675	\$ 35,178	\$ 17,412	\$ 17,766
01/10/25	\$ 334,936	\$ 14,240	\$ 6,835	\$ 355,939	\$ 176,180	\$ 179,759
02/21/25	\$ 58,598	\$ 2,136	\$ 1,196	\$ 61,930	\$ 30,653	\$ 31,276
04/09/25	\$ 13,888	\$ 73	\$ 283	\$ 14,244	\$ 7,051	\$ 7,194
06/13/25	\$ 2,759	\$ (82)	\$ 56	\$ 2,733	\$ 1,353	\$ 1,380
07/11/25	\$ 8,714	\$ (244)	\$ 178	\$ 8,648	\$ 4,280	\$ 4,367
TOTAL	\$ 537,399	\$ 21,270	\$ 10,967	\$ 569,565	\$ 281,919	\$ 287,646

% Collected	100%	100%	100%
TOTAL OUTSTANDING	\$ -	\$ -	\$ -

Cash and Investment Report

*September 30, 2025***GENERAL FUND**

<u>Account Name</u>	<u>Bank Name</u>	<u>Investment Type</u>	<u>Maturity</u>	<u>Yield</u>	<u>Balance</u>
Checking Account	Valley Bank	Checking Account	n/a	4.33%	\$74,716
Money Market Account	BankUnited	Money Market Account	n/a	3.99%	\$434,200
Subtotal					<u>\$508,916</u>

DEBT SERVICE FUND

<u>Account Name</u>	<u>Bank Name</u>	<u>Investment Type</u>	<u>Maturity</u>	<u>Yield</u>	<u>Balance</u>
Series 2016 Prepayment Account	US Bank	Open-Ended Commercial Paper	n/a	4.00%	\$653
Series 2016 Reserve Fund	US Bank	Open-Ended Commercial Paper	n/a	4.00%	\$133,865
Series 2016 Revenue Fund	US Bank	Open-Ended Commercial Paper	n/a	4.00%	\$104,783
Subtotal					<u>\$239,301</u>
Total					<u>\$748,217</u>

Bank Account Statement

St Johns Forest CDD

Bank Account No. 1244
Statement No. 09-25

Statement Date 09/30/2025

G/L Account No. 101003 Balance	74,716.18	Statement Balance	79,779.50
		Outstanding Deposits	0.00
Positive Adjustments	0.00		
		Subtotal	79,779.50
Subtotal	74,716.18	Outstanding Checks	-5,063.32
Negative Adjustments	0.00		
		Ending Balance	74,716.18
Ending G/L Balance	74,716.18		

Posting Date	Document Type	Document No.	Vendor	Description	Amount	Cleared Amount	Difference
Outstanding Checks							
08/15/2025	Payment	2990	GANNETT FLORIDA LOCALIQ	Check for Vendor V00100			-61.84
09/29/2025	Payment	100076	INFRAMARK LLC	Inv: 159314			-1,001.48
09/29/2025	Payment	100077	LLS TAX SOLUTIONS INC	Inv: 003889, Inv: 003890			-4,000.00
Total Outstanding Checks							-5,063.32

ST. JOHNS FOREST COMMUNITY DEVELOPMENT DISTRICT

Payment Register by Fund

For the Period from 09/01/2025 to 09/30/2025

(Sorted by Check / ACH No.)

Fund No.	Date	Payee	Invoice No.	Payment Description	Invoice / GL Description	G/L Account #	Amount Paid
<u>GENERAL FUND - 001</u>							
CHECK # 100070							
001	09/08/25	INFRAMARK LLC	155280	August 2025 Management SVC	ProfServ-Mgmt Consulting	531027-51301	\$4,940.00
001	09/08/25	INFRAMARK LLC	155280	August 2025 Management SVC	ProfServ-Field Management	531016-53901	\$666.67
001	09/08/25	INFRAMARK LLC	155280	August 2025 Management SVC	Misc-Web Hosting	549915-51301	\$100.00
001	09/08/25	INFRAMARK LLC	158137	09/2025 Management/Field Svc Fees	ProfServ-Mgmt Consulting	531027-51301	\$4,940.00
001	09/08/25	INFRAMARK LLC	158137	09/2025 Management/Field Svc Fees	ProfServ-Field Management	531016-53901	\$666.67
001	09/08/25	INFRAMARK LLC	158137	09/2025 Management/Field Svc Fees	Misc-Web Hosting	549915-51301	\$100.00
Check Total							\$11,413.34
CHECK # 100071							
001	09/08/25	THE GREENERY INC	792754	09/2025 Monthly Landscape Maintenance	Contracts-Landscape	534050-53901	\$4,009.00
Check Total							\$4,009.00
CHECK # 100072							
001	09/08/25	FLORIDA WATERWAYS, INC	1013610	July 2025 Aquatic Weed Svc	Contracts-Lake and Wetland	534021-53901	\$1,015.00
001	09/08/25	FLORIDA WATERWAYS, INC	101326	June 2025 Aquatic Svc	Contracts-Lake and Wetland	534021-53901	\$1,015.00
001	09/08/25	FLORIDA WATERWAYS, INC	202261	Sept. 2025 Aquatic Weed Control	Contracts-Lake and Wetland	534021-53901	\$1,015.00
Check Total							\$3,045.00
CHECK # 100073							
001	09/08/25	YURO & ASSOCIATES LLC	3880	July/August Engineering	ProfServ-Engineering	531013-51501	\$942.50
Check Total							\$942.50
CHECK # 100074							
001	09/08/25	KUTAK ROCK LLP	3612637	May/June 2025 General Counsel	ProfServ-Legal Services	531023-51401	\$890.50
Check Total							\$890.50
CHECK # 100076							
001	09/29/25	INFRAMARK LLC	159314	09/2025 Dissemination Services/Postage	ProfServ-Dissemination Agent	531012-51301	\$1,000.00
001	09/29/25	INFRAMARK LLC	159314	09/2025 Dissemination Services/Postage	Postage and Freight	541006-51301	\$1.48
Check Total							\$1,001.48
CHECK # 100077							
001	09/29/25	LLS TAX SOLUTIONS INC	003890	Arbitrage Series 2016 Series March 2024	ProfServ-Arbitrage Rebate	531002-51301	\$1,500.00
001	09/29/25	LLS TAX SOLUTIONS INC	003889	Arbitrage Services Bond Series 2016 03/2021	ProfServ-Arbitrage Rebate	531002-51301	\$2,500.00

ST. JOHNS FOREST COMMUNITY DEVELOPMENT DISTRICT

Payment Register by Fund

For the Period from 09/01/2025 to 09/30/2025

(Sorted by Check / ACH No.)

Fund No.	Date	Payee	Invoice No.	Payment Description	Invoice / GL Description	G/L Account #	Amount Paid
CHECK # 2992							
001	09/19/25	CLG ELECTRICAL CONTRACTORS LLC	250805	84 Landscape Light and Electrical Replacment	Reserve - Streetlights	568170-53901	\$46,300.00
							Check Total <u>\$4,000.00</u>
							Check Total <u>\$46,300.00</u>
							Fund Total <u>\$71,601.82</u>

Total Checks Paid	\$71,601.82
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RESOLUTION 2026-01

**A RESOLUTION AMENDING ST. JOHNS FOREST
COMMUNITY DEVELOPMENT DISTRICT GENERAL FUND
BUDGET FOR FISCAL YEAR 2025**

WHEREAS, the Board of Supervisors, hereinafter referred to as the “Board”, of St. Johns Forest Community Development District, hereinafter referred to as “District”, adopted a General Fund budget for Fiscal Year 2025, and

WHEREAS, the Board desires to reallocate funds budgeted to reappropriate Revenues and Expenditures approved during the Fiscal Year.

NOW THEREFORE, BE IT RESOLVED BY THE BOARD OF SUPERVISORS OF ST. JOHNS FOREST COMMUNITY DEVELOPMENT DISTRICT THE FOLLOWING:

1. The General Fund budget is hereby amended in accordance with Exhibit “A” attached.
2. This resolution shall become effective this 20th day of November 2025 and be reflected in the monthly and Fiscal Year End 9/30/2025 Financial Statements and Audit Report of the District.

**St. Johns Forest
Community Development District**

By: _____
Chairman, Philip Messana

Attest:

By: _____
Secretary, Samantha Harvey

Proposed Budget Amendment
For the Period Ending September 15, 2025

ACCOUNT DESCRIPTION	CURRENT BUDGET	PROPOSED AMENDMENT	FINAL BUDGET	YEAR TO DATE ACTUAL	VARIANCE (\$) FAV(UNFAV)
REVENUES					
Interest - Investments	\$ 10,000	\$ -	\$ 10,000	\$ 23,558	\$ 13,558
Interest - Tax Collector	-	-	-	1,726	1,726
Special Assmnts- Tax Collector	281,919	-	281,919	281,919	-
Special Assmnts- Discounts	(11,277)	-	(11,277)	(10,493)	784
Other Miscellaneous Revenues	-	-	-	107	107
TOTAL REVENUES	280,642	-	280,642	296,817	16,175
EXPENDITURES					
Administration					
P/R-Board of Supervisors	6,000	-	6,000	4,600	1,400
FICA Taxes	459	-	459	352	107
ProfServ-Arbitrage Rebate	600	-	600	-	600
ProfServ-Dissemination Agent	1,000	-	1,000	-	1,000
ProfServ-Engineering	9,000	-	9,000	5,345	3,655
ProfServ-Legal Services	15,000	-	15,000	4,908	10,092
ProfServ-Mgmt Consulting	59,280	-	59,280	59,280	-
ProfServ-Special Assessment	6,136	-	6,136	6,136	-
ProfServ-Trustee Fees	4,000	-	4,000	4,286	(286)
Auditing Services	4,000	-	4,000	3,770	230
Website Compliance	2,500	-	2,500	1,553	947
Postage and Freight	600	-	600	471	129
Insurance - General Liability	9,561	-	9,561	8,822	739
Printing and Binding	1,000	-	1,000	202	798
Legal Advertising	1,200	-	1,200	467	733
Miscellaneous Services	2,000	-	2,000	297	1,703
Misc-Assessment Collection Cost	5,638	-	5,638	5,429	209
Misc-Web Hosting	1,200	-	1,200	1,200	-
Annual District Filing Fee	175	-	175	175	-
Total Administration	129,349	-	129,349	107,293	22,056
Field					
ProfServ-Field Management	8,000	-	8,000	8,000	-
Contracts-Lake and Wetland	13,000	-	13,000	13,195	(195)
Contracts-Landscape	57,000	-	57,000	48,108	8,892
Electricity - General	9,500	-	9,500	1,465	8,035
R&M-General	9,000	-	9,000	7,862	1,138
R&M-Fountain	5,000	-	5,000	1,603	3,397
R&M-Other Landscape	14,000	15,000	29,000	22,338	6,662
R&M-Irrigation	5,000	-	5,000	4,825	175
R&M-Streetlights	3,000	-	3,000	1,986	1,014
Capital Outlay	3,000	-	3,000	-	3,000
Total Field	126,500	15,000	141,500	109,382	32,118
Reserves					
Reserve -Entrance Signs/Columns	12,987	-	12,987	-	12,987
Reserve - Entry Fountain	2,821	-	2,821	-	2,821
Reserves-Stormwater&Roads	10,714	-	10,714	-	10,714
Reserve - Streetlights	3,478	50,000	53,478	46,300	7,178
Total Reserves	30,000	50,000	80,000	46,300	33,700
TOTAL EXPENDITURES & RESERVES	285,849	65,000	350,849	262,975	87,874
Excess (deficiency) of revenues					
Over (under) expenditures	(5,207)	(65,000)	(70,207)	33,842	104,049
Net change in fund balance	(5,207)	(65,000)	(70,207)	33,842	104,049
FUND BALANCE, BEGINNING (OCT 1, 2024)	480,335	-	480,335	480,335	-
FUND BALANCE, ENDING	\$ 475,128	\$ (65,000)	\$ 410,128	\$ 514,177	\$ 104,049

**St. Johns Forest
COMMUNITY DEVELOPMENT DISTRICT**

Motion: Assigning Fund Balance as of 9/30/25

The Board hereby assigns the FY 2025 Reserves as follows:

Operating Reserve	\$63,962
Reserves-Entr. Signs/Columns	\$178,356
Reserves-Entry Fountain	\$ 8,989
Reserves-Stormwater & Roads	\$ 56,512

Date: 10/21/2025
Quote No.: A10060

Qty	Item	Description	Unit Price	Total
1	Misc. Labor	Lift & Reinstall Drainage Grate	\$225.00	\$225.00





May 14, 2025



May 14, 2025

Work Order Proposal



Proposal Date: 10/14/2025
Proposal Work Order #: 84776
Prepared By: WILLIAM FLANNERY

Property Name: St Johns Forest CDD
Address: 100 St. Johns Forest Boulevard, Jacksonville, FL 32259
Client Contact: Samantha Harvey samantha.harvey@inframark.com
Client Phone #: 904-327-6465

St Johns Forest October 2025 Irrigation Service Call- JAX

Irrigation Systems Routine Inspection Report																																																																																																																																																																																																																																																																										
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DESCRIPTION	QTY	SIZE	UNIT PRICE	EXT PRICE	TOTAL PRICE
Irrigation Repair					\$529.00
Lateral Repair *	2.00	EA	\$264.50	\$529.00	
Total for Work Order #84776					\$529.00

TERMS & CONDITIONS

1. **Plant Guarantee.** The Greenery, Inc. guarantees all plantings we supply and install for one year that are covered under an automated irrigation system and maintained under a continuous maintenance agreement by the Greenery, Inc.. This guarantee does not apply to plants that are lost due to abuse, vandalism, animals, fire, lightning, hail, vehicular damage, freeze, neglect, nor Acts of God.
2. **Exclusions.** Transplanted materials, annuals and flowers, plants in pots and planters, and all types of Sod are EXCLUDED from the Plant Guarantee.
3. **Deer.** Damage to or loss of plants due to deer is not covered by any guarantee, expressed or implied. The Greenery, Inc. makes every effort to use deer resistant material; however, due to the increase in their population and their changing habits, the Greenery, Inc. is not responsible for any resultant damage.
4. **Tree Work.** Stumps from tree removal will be cut to within approximately twelve inches above ground level. Stump grinding or removal is not included unless otherwise specified in this proposal. Wood will be left on the premises where lowered and dropped and will be cut into firewood length (approximately 16 to 24 inches lengthwise) unless specified otherwise in this proposal. Splitting, moving or hauling of wood or wood chips will be performed only if specifically stated in this proposal.
5. **Utility Locates.** The Greenery Inc. will call in the utility locates before starting the job. It is the responsibility of the Client/Owner to call in any private utilities that are outside normal location utilities. The Greenery Inc. is not responsible for damage to underground irrigation lines, wiring, pipes, utilities, invisible fencing, or lighting systems whose locations are not properly marked.
6. **Irrigation Pricing.** The existing automated irrigation system is checked at new landscaping areas, adjusted for proper coverage and broken heads and nozzles are replaced as needed. Irrigation adjustments, repairs and additions are billed on a Labor and Materials basis. Labor Rate is \$ 75 / hour. Any irrigation prices included in this bid are an estimation only.
7. **New Construction Irrigation Installation.** Sleeves under roads and sidewalks must be accurately marked and no deeper than 4 feet below surface grade. A water source must be provided by Client/Owner/Developer prior to commencement of irrigation installation. Any temporary irrigation pipe that needs to be installed to access water source, will be billed in addition. The connection of the backflow device to the water meter is the responsibility of the Client/Owner.
8. **Drainage.** Any drainage installation is meant to improve conditions, but does not guarantee a complete elimination of issues. Standing water, puddling, saturated soils and washouts may still occur. Additional work may be needed after initial work is completed. Standing water for up to 48 hours after a significant rainfall is typical for the Lowcountry.
9. **Access to Jobsite.** Client/Owner is to provide all utilities to perform the work. Client/Owner will furnish access to all parts of jobsite where Contractor is to perform work as required by the Contract or other functions related thereto, during normal business hours and other reasonable periods of time. Contractor will perform the work as reasonably practical after the owner makes the site available for the performance of the work.
10. **Invoicing.** Client/Owner will make payment to Contractor within fifteen (15) days upon receipt of invoice. In the event that the completion of work requires more than thirty (30) days, a progress bill will be presented by month end and will be paid within fifteen (15) days upon receipt of invoice.
11. **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 the proposal was prepared. The price quoted in this proposal for the work described is the result of that ground level visual inspection and therefore our company will not be liable for any additional costs or damages for additional work not described herein, or liable for any incidents/accidents resulting from conditions that were not ascertainable by said ground level visual inspection by ordinary means at the time said inspection was performed. Contractor cannot be held responsible for unknown or otherwise hidden defects. Any corrective work proposed herein cannot guarantee exact results. Professional engineering and/or certified landscape architectural design services are not included in this agreement and are not provided by the Contractor. Any design defects in the Contract Documents are the sole responsibility of the Owner. If the Client/Owner must engage a licensed engineer, architect and/or landscape design professional, any costs concerning these Design Services are to be paid by the Client/Owner directly to the designer involved.
12. **Promotional Clause.** The client hereby assigns the Contractor the irrevocable and unrestricted right to use and publish photographs of the work performed for editorial, trade, advertising, educational and any other purpose in any manner and medium; to alter the same without restriction; and to copyright the same without restriction. The Client releases all

claim to profits that may arise from use of images.

13. Payment. All unpaid balances over 30 days from date of invoice will be subject to the maximum finance charge allowable by law. The Greenery will 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 Client/Owner. 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 30 days after billing. Failure to make payment when due for completed work may result in a mechanic's lien on the title of your property. Credit card payments are subject to a 3% processing fee.

14. A 50% deposit of the total project cost is required to initiate the work. Please refer to the work order number when making your payment. Upon receipt of the deposit, we will confirm the schedule and begin preparing for the installation.

15. The pricing outlined in this proposal is valid for 60 days from the date of issue. After this period, the proposal may be subject to revision based on market conditions and material costs.

Property Name: St Johns Forest CDD
Address: 100 St. Johns Forest Boulevard, Jacksonville, FL 32259
Client Contact: Samantha Harvey samantha.harvey@inframark.com
Client Phone #: 904-327-6465

Proposal Date: 10/14/2025
Proposal Work Order #: 84776
Prepared By: WILLIAM FLANNERY

Total: \$529.00
Deposit Amount (50%): \$264.50

The pricing outlined in this proposal is valid for 60 days from the date of issue. After this period, the proposal may be subject to revision based on market conditions and material costs.

By WILLIAM FLANNERY
Date WILLIAM FLANNERY
10/14/2025
The Greenery, Inc.

By _____
Date _____

Work Order Proposal



Proposal Date: 11/11/2025
Proposal Work Order #: 84776
Prepared By: WILLIAM FLANNERY

Property Name: St Johns Forest CDD
Address: 100 St. Johns Forest Boulevard, Jacksonville, FL 32259
Client Contact: Samantha Harvey samantha.harvey@inframark.com
Client Phone #: 904-327-6465

St Johns Forest October/November 2025 Irrigation Service Call- JAX

October 2025 Irrigation Inspection

															
Irrigation Systems Routine Inspection Report															
Site Name:		ST. John's forest										Controller Make/Model:		Rainbird esp-lx	
Technician:		Galen/Dennis										Controller Name:			
Date of Inspection:		10/13/2025										Location:		Behind pool	
Program A	Start Time:	9a.m	Run Days:			T	W		F	Sa	Total Run Time:		Rain Sensor		
Program B	Start Time:		Run Days:								Total Run Time:		Existing	Operational	
Program C	Start Time:		Run Days:								Total Run Time:				
NECESSARY REPAIRS															
Zone #	Zone Name	Run Time	Type	Plant Type	Pipe Type	1"	1.5"	2"	6"	12"	4"	6"	12"	Noz.	Notes:
1	Sprays center island		Spray	Annuals			Pass								
2	Battery nodes		Spray												
3	Sprays right side sidewalk		Spray	Shrubs			Pass								
4	Sprays island before guard shack		Spray	Annuals			Pass								
5	Sprays exit side roadway		Spray	Turf			Pass								Fixed 10/13/25
6	Sprays exit side roadway		Spray	Turf			Pass								
7	Sprays at arch roadway		Spray	Turf	Laterals		Pass								Broken lateral (can't see it but it there)
8	Node in front daycare sidewalk		Spray	Turf			Pass								
9	Rotors around pond		Rotor	Turf			Pass								
10	Sprays center island		Spray	Shrubs			Pass								
11	Sprays entrance walkway		Spray	Annuals			Pass								
12	Sprays by guard shack		Spray	Turf	Laterals		Pass								Broken lateral (can't see it)
NODE	BV Zone1 sprays exit		Spray	Shrubs											
NODE	BV Zone 2 sprays exit flowers		Spray	Annuals											

November 2025 Irrigation Inspection



Irrigation Systems Routine Inspection Report

Site Name:	ST. John's forest	Controller Make/Model:	Rainbird esp-lx
Technician:	Galen	Controller Name:	
Date of Inspection:	11/10/2025	Location:	Behind pool

Program A	Start Time:	9pm	Run Days:	Sa	W	F	Total Run Time:		Rain Sensor
Program B	Start Time:	4a m	Run Days:		T	Th	Sa	Total Run Time:	Existing
Program C	Start Time:		Run Days:					Total Run Time:	Operational

NECESSARY REPAIRS

Zone #	Zone Name	Run Time	Type	Plant Type	Pipe Type	Valves			Rotors		Sprays			Noz.	QTY	Notes:
					Pipes	1"	1.5"	2"	6"	12"	4"	6"	12"			
1	Sprays center island	20m	Spray	Annuals				Fail								Need node wire is down
2	N/A	20m	Spray					Pass								
3	Sprays right side sidewalk	20m	Spray	Shrubs				Pass								
4	Sprays island before guard shack	20m	Spray	Annuals				Pass								
5	Sprays exit side roadway	20m	Spray	Turf				Pass								
6	Sprays exit side roadway	20m	Spray	Turf				Pass								
7	Sprays at arch roadway	20m	Spray	Turf	Laterals			Pass								Low pressure (Lateral Break)
8	Nodes(BV1-BV2&zone8 pub	20m	Spray	Shrubs				Pass								
9	Rotors around pond	20m	Rotor	Turf				Pass								
10	Sprays center island	20m	Spray	Shrubs				Pass								
11	Sprays entrance walkway	20m	Spray	Annuals	Laterals			Pass								Broken lateral line turned zone off
12	Sprays by guard shack	20m	Spray	Turf				Pass								Low pressure
NODE	BV Zone1 sprays exit	20m	Spray	Shrubs				Pass								
NODE	BV Zone 2 sprays exit flowers	20m	Spray	Annuals				Pass								

As of November 10th, 2025 The previous months inspection proposal has not been approved for repairs. On November 10th, we performed our monthly irrigation inspection. This is an updated proposal to include all previous repairs as well as any new repairs needed that were found. The previous months inspection proposal is now void and all repair approvals should be made with this document moving forward.

DESCRIPTION	QTY	SIZE	UNIT PRICE	EXT PRICE	TOTAL PRICE
Irrigation Repair					\$965.50
Lateral Repair *	2.00	EA	\$264.50	\$529.00	
Battery Operated Controller *	1.00	EA	\$436.50	\$436.50	
Total for Work Order #84776					\$965.50

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Proposal Date: 11/11/2025
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Prepared By: WILLIAM FLANNERY

Total: \$965.50
Deposit Amount (50%): \$482.75

The pricing outlined in this proposal is valid for 60 days from the date of issue. After this period, the proposal may be subject to revision based on market conditions and material costs.

By WILLIAM FLANNERY
Date WILLIAM FLANNERY
11/11/2025
The Greenery, Inc.

By _____
Date _____



Work Order Proposal

Property Name: St Johns Forest CDD
Address: 100 St. Johns Forest Boulevard, Jacksonville, FL 32259
Client Contact: Samantha Harvey samantha.harvey@inframark.com
Client Phone #: 904-327-6465

Proposal Date: 10/22/2025
Proposal Work Order #: 84983
Prepared By: WILLIAM FLANNERY

Screening Enhancement

Proposal: Viburnum Installation Around Fountain Pump and Utilities

Project Description:

We propose removing existing shrubs and installing viburnum plants around the fountain pump and utilities to improve the area's look and hide the equipment. Viburnum shrubs are low-maintenance and will add beauty while keeping the space accessible. Our team will handle the removal, planting, and care to ensure a healthy, attractive result.

Scope of Work:

- Remove existing shrubs around the fountain pump and utilities.
- Prepare the area for new planting, including soil improvement.
- Plant high-quality viburnum shrubs chosen to suit the space.

DESCRIPTION	QTY	SIZE	UNIT PRICE	EXT PRICE	TOTAL PRICE
Site Prep, Debris Disposal, Amendments, Equipment & Clean-Up					\$366.51
Site Prep	1.00	LS	\$199.62	\$199.62	
Disposal/Refuse	1.00	LS	\$166.89	\$166.89	
Irrigation					\$111.14
Repairs and Adjustments	1.00	LS	\$111.14	\$111.14	
Planting					\$2,081.08
Viburnum Sweet - 15 Gal	10.00	15 Gallon	\$208.11	\$2,081.08	
Pinestraw & Mulch					\$142.74

Bagged Mulch

10.00

EA

\$14.27

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\$142.74

Total for Work Order #84983

\$2,701.47





TERMS & CONDITIONS

1. **Plant Guarantee.** The Greenery, Inc. guarantees all plantings we supply and install for one year that are covered under an automated irrigation system and maintained under a continuous maintenance agreement by the Greenery, Inc.. This guarantee does not apply to plants that are lost due to abuse, vandalism, animals, fire, lightning, hail, vehicular damage, freeze, neglect, nor Acts of God.
2. **Exclusions.** Transplanted materials, annuals and flowers, plants in pots and planters, and all types of Sod are EXCLUDED from the Plant Guarantee.
3. **Deer.** Damage to or loss of plants due to deer is not covered by any guarantee, expressed or implied. The Greenery, Inc. makes every effort to use deer resistant material; however, due to the increase in their population and their changing habits, the Greenery, Inc. is not responsible for any resultant damage.
4. **Tree Work.** Stumps from tree removal will be cut to within approximately twelve inches above ground level. Stump grinding or removal is not included unless otherwise specified in this proposal. Wood will be left on the premises where lowered and dropped and will be cut into firewood length (approximately 16 to 24 inches lengthwise) unless specified otherwise in this proposal. Splitting, moving or hauling of wood or wood chips will be performed only if specifically stated in this proposal.
5. **Utility Locates.** The Greenery Inc. will call in the utility locates before starting the job. It is the responsibility of the Client/Owner to call in any private utilities that are outside normal location utilities. The Greenery Inc. is not responsible for damage to underground irrigation lines, wiring, pipes, utilities, invisible fencing, or lighting systems whose locations are not properly marked.
6. **Irrigation Pricing.** The existing automated irrigation system is checked at new landscaping areas, adjusted for proper coverage and broken heads and nozzles are replaced as needed. Irrigation adjustments, repairs and additions are billed on a Labor and Materials basis. Labor Rate is \$ 75 / hour. Any irrigation prices included in this bid are an estimation only.
7. **New Construction Irrigation Installation.** Sleeves under roads and sidewalks must be accurately marked and no deeper than 4 feet below surface grade. A water source must be provided by Client/Owner/Developer prior to commencement of irrigation installation. Any temporary irrigation pipe that needs to be installed to access water source, will be billed in addition. The connection of the backflow device to the water meter is the responsibility of the Client/Owner.
8. **Drainage.** Any drainage installation is meant to improve conditions, but does not guarantee a complete elimination of issues. Standing water, puddling, saturated soils and washouts may still occur. Additional work may be needed after initial work is completed. Standing water for up to 48 hours after a significant rainfall is typical for the Lowcountry.
9. **Access to Jobsite.** Client/Owner is to provide all utilities to perform the work. Client/Owner will furnish access to all parts of jobsite where Contractor is to perform work as required by the Contract or other functions related thereto, during normal business hours and other reasonable periods of time. Contractor will perform the work as reasonably practical after the owner makes the site available for the performance of the work.
10. **Invoicing.** Client/Owner will make payment to Contractor within fifteen (15) days upon receipt of invoice. In the event that the completion of work requires more than thirty (30) days, a progress bill will be presented by month end and will be paid within fifteen (15) days upon receipt of invoice.
11. **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 the proposal was prepared. The price quoted in this proposal for the work described is the result of that ground level visual inspection and therefore our company will not be liable for any additional costs or damages for additional work not described herein, or liable for any incidents/accidents resulting from conditions that were not ascertainable by said ground level visual inspection by ordinary means at the time said inspection was performed. Contractor cannot be held responsible for unknown or otherwise hidden defects. Any corrective work proposed herein cannot guarantee exact results. Professional engineering and/or certified landscape architectural design services are not included in this agreement and are not provided by the Contractor. Any design defects in the Contract Documents are the sole responsibility of the Owner. If the Client/Owner must engage a licensed engineer, architect and/or landscape design professional, any costs concerning these Design Services are to be paid by the Client/Owner directly to the designer involved.
12. **Promotional Clause.** The client hereby assigns the Contractor the irrevocable and unrestricted right to use and publish photographs of the work performed for editorial, trade, advertising, educational and any other purpose in any manner and medium; to alter the same without restriction; and to copyright the same without restriction. The Client releases all

claim to profits that may arise from use of images.

13. Payment. All unpaid balances over 30 days from date of invoice will be subject to the maximum finance charge allowable by law. The Greenery will 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 Client/Owner. 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 30 days after billing. Failure to make payment when due for completed work may result in a mechanic's lien on the title of your property. Credit card payments are subject to a 3% processing fee.

14. A 50% deposit of the total project cost is required to initiate the work. Please refer to the work order number when making your payment. Upon receipt of the deposit, we will confirm the schedule and begin preparing for the installation.

15. The pricing outlined in this proposal is valid for 60 days from the date of issue. After this period, the proposal may be subject to revision based on market conditions and material costs.

Property Name: St Johns Forest CDD
Address: 100 St. Johns Forest Boulevard, Jacksonville, FL 32259
Client Contact: Samantha Harvey samantha.harvey@inframark.com
Client Phone #: 904-327-6465

Proposal Date: 10/22/2025
Proposal Work Order #: 84983
Prepared By: WILLIAM FLANNERY

Total: \$2,701.47
Deposit Amount (50%): \$1,350.73

The pricing outlined in this proposal is valid for 60 days from the date of issue. After this period, the proposal may be subject to revision based on market conditions and material costs.

By WILLIAM FLANNERY
Date WILLIAM FLANNERY
10/22/2025
The Greenery, Inc.

By _____
Date _____

Contact Us

TIGRIS Aquatic Services LLC
 11232 Saint Johns Industrial Parkway
 North
 Ste 4
 Jacksonville, Florida 32246
 smetzger@tigrisusa.com
 904-714-5815



Quote: 320025

Quote Date: 11/10/2025
 Expiration Date: 12/10/2025

Bill To:

St. Johns Forest CDD
 St. Johns Forest Blvd.
 St. Augustine, Florida 32259

Customer: St. Johns Forest CDD

St. Johns Forest Blvd.
 St. Augustine, Florida 32259

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. Monthly Service Includes; Aquatic Weed and Algae Treatment including floating vegetation Border Grass and Brush control to waters edge Post treatment Reporting (PTR) and Water testing Quarterly Debris Removal			
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 One treatment: Jan, Feb, Nov, Dec Two treatments: March, April, May, June, July, Aug, Sept, Oct.	\$1,289.27	12	\$15,471.24

Invoicing Details:
 TIGRIS will bill customer in 12 equal payments
 Invoices will be sent via email
 on the 1st of each month

Deposit & Payment

Deposit Required: \$0.00

Summary

Subtotal: \$15,471.24

Deposit Due: \$0.00

Total: \$15,471.24

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



The Lake Doctors, Inc.
Aquatic Management Services

Agenda Page 38
The Lake Doctors, Inc.
Jacksonville Branch
11621 Columbia Park Drive West
Jacksonville, FL 32258
904-262-5500
jacksonville@lakedoctors.com

Water Management Agreement

MAS

This Agreement, made this _____ day of _____, 20____ is between The Lake Doctors, Inc., a Florida corporation ("the Company") and the following "Customer"

PROPERTY NAME (Community/Business/Individual) _____

MANAGEMENT COMPANY _____

INVOICING ADDRESS _____

CITY _____ STATE _____ ZIP _____ PHONE () _____

EMAIL ADDRESS _____

The parties hereto agree to follows:

- A. The Company agrees to manage certain lakes and/or waterways for a period of twelve (12) months from the date of execution of this Agreement in accordance with the terms and conditions of this Agreement in the following location(s):

Eleven (11) stormwater lakes associated with St. Johns Forest Community Development District, St Johns Florida.

Includes a minimum of twelve (12) inspections and treatments, as necessary, for control and prevention of noxious aquatic weeds/algae. Customer agrees to provide access to lakes for truck and treatment boat.

*Contingent upon FWC Permit conditions, seasonal availability and customer approval.

- B. Customer agrees to pay the Company the following sum for specified aquatic management services:

1.	Underwater and Floating Vegetation Control Program	\$	1,695.00 Monthly
2.	Shoreline Grass and Brush Control Program	\$	INCLUDED
3.	Monthly Service Reporting	\$	INCLUDED
4.	Additional Treatments, as required	\$	INCLUDED
5.	Water quality testing and analysis, as needed.	\$	INCLUDED
6.	Application of EPA/State approved aquatic products by certified commercial applicators	\$	INCLUDED
7.	Integration of up to 230 sterile grass carp to biologically control aquatic weeds*	\$	\$2,500.00 upon approval
	Total of Services Accepted	\$	1,695.00 Monthly

\$1,695.00 of the above sum-total shall be due and payable upon execution of this Agreement, the balance shall be payable in advance in monthly installments of **\$1,695.00**, plus any additional costs such as sales taxes, permitting fees, monitoring, reporting, water testing and related costs mandated by any governmental or regulatory body related to service under this Agreement.

- C. The Company uses products which, in its sole discretion, are intended to provide effective and safe results.
D. The Company agrees to commence treatment within thirty (30) days, weather permitting, from the date of receipt of this executed Agreement plus initial deposit and/or required government permits.
E. The offer contained herein is withdrawn and this Agreement shall have no further force and effect unless executed and returned by Customer to the Company on or before November 10, 2025.
F. The Terms and Conditions appearing on the reverse side form an integral part of this Agreement, and Customer hereby acknowledges that it has read and is familiar with the contents thereof.

CUSTOMER PREFERENCES

INVOICE FREQUENCY: ☐ MONTHLY ☐ EVERY OTHER MONTH ☐ QUARTERLY ☐ SEMI-ANNUAL ☐ ANNUAL

INVOICE TIMING: ☐ BEGINNING OF THE MONTH ☐ WITH SERVICE COMPLETION

EMAIL INVOICE: ☐ YES ☐ NO | If yes, provide invoice email: _____

EMAIL WORK ORDER: ☐ YES ☐ NO | If yes, provide work order email: _____

THIRD PARTY COMPLIANCE/REGISTRATION: ☐ YES ☐ NO

THIRD PARTY INVOICING PORTAL**: ☐ YES ☐ NO

**If a Third Party Compliance/Registration or an Invoice Portal is required; it is the Customer's responsibility to provide the information.

REQUESTED START MONTH: _____ | PURCHASE ORDER #: _____

THE LAKE DOCTORS, INC.

CUSTOMER:

Mark A. Seymour, Sales Manager

Signed _____, Dated _____

Name _____, Title _____

TERMS AND CONDITIONS

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- 1) The Underwater and Floating Vegetation Control Program will be conducted in a manner consistent with good water management practices and the following methods and techniques when applicable.
 - a) Periodic treatments to maintain control of noxious submersed, floating and emersed aquatic vegetation and algae. Customer understands that some beneficial vegetation may be required in a body of water to maintain a balanced aquatic ecological system.
 - b) Determination of dissolved oxygen levels prior to treatment, as deemed necessary, to ensure that oxygen level is high enough to allow safe treatment. Additional routine water analysis and/or bacteriological analysis may be performed if required for success of the water management program.
 - c) Where applicable, treatment of only one-half or less of the entire body of water at any one time to ensure safety to fish and other aquatic life. However, the Company shall not be liable for loss of any exotic or non-native fish or vegetation. Customer must also notify the Company in writing if any exotic fish exist in lake or pond prior to treatment.
 - d) Customer understands and agrees that for the best effectiveness and environmental safety, materials used by the Company may be used at rates equal to or lower than maximum label recommendations.
 - e) Triploid grass carp stocking, if included, will be performed at stocking rates determined the Florida Fish and Wildlife Conservation Commission permit guidelines.
 - f) Customer agrees to provide adequate access. Failure to provide adequate access may require re-negotiation or termination of this Agreement.
 - g) Control of some weeds may take 30-90 days depending upon species, materials used and environmental factors.
 - h) When deemed necessary by the Company and approved by Customer, the planting and/or nurturing of certain varieties of plants, which for various reasons, help to maintain ecological balance.
- 2) Under the Shoreline Grass and Brush Control Program, the Company will treat border vegetation to the water's edge including, but not limited to torpedograss, cattails, and other emergent vegetation such as woody brush and broadleaf weeds. Many of species take several months or longer to fully decompose. Customer is responsible for any desired physical cutting and removal.
- 3) Customer agrees to inform the Company in writing if any lake or pond areas have been or are scheduled to be mitigated (planted with required or beneficial aquatic vegetation). the Company assumes no responsibility for damage to aquatic plants if Customer fails to provide such information in a timely manner. Emergent weed control may not be performed within mitigated areas, new or existing, unless specifically stated by separate contract or modification of this Agreement. Customer also agrees to notify the Company, in writing, of any conditions which may affect the scope of work and Customer agrees to pay any resultant higher direct costs incurred.
- 4) If services specify trash/debris removal, the Company will perform the following: removal of casual trash such as cups, plastic bags and other man-made materials up to a 5 gallon bucket but only during regularly scheduled service visits. Large or dangerous items such as biohazards and landscape debris will not be included.
- 5) Customer agrees to reimburse the Company for all processing fees for registering with third party companies for compliance monitoring services and/or invoicing portal fees. Fees will be reimbursed via an additional invoice per the Company's discretion.
- 6) If at any time during the term of this Agreement, Customer reasonably believes the Company is not performing in a satisfactory manner, or in accordance with the terms of this Agreement, Customer shall give the Company written notice stating with particularity the reasons for Customer's dissatisfaction. The Company shall investigate and attempt to address Customer's concerns. If, after 30 days from the giving of the original notice, Customer continues to reasonably believe the Company's performance is unsatisfactory, Customer may terminate this Agreement by giving written notice ("Second Notice") to the Company and paying all monies owing to the effective date of termination, which shall be the last day of the month in which the Second Notice is received by the Company. Customer may not terminate this Agreement before the end of the term except for cause in accordance with this paragraph.
- 7) If Customer discontinues or terminates service under this Agreement except for cause in accordance with paragraph 6, Company shall be entitled to collect as an early termination fee, and not as a penalty, an amount equal to, the lesser of, three (3) times the monthly service fee, or the number of months remaining in the term multiplied by the monthly service fee. The Company may declare the termination fee owed in a single payment due within ten (10) days of written demand.
- 8) Federal and State regulations require that various water time-use restrictions be observed during and following some treatments. The Company will notify Customer of such restrictions. It is Customer's responsibility to observe the restrictions throughout the required period. Customer understands and agrees that, notwithstanding any other provision of the Agreement, the Company does not assume any liability for failure by any party to be notified of, or to observe, such regulations or restrictions.
- 9) The Company shall maintain the following insurance coverage and limits: (a) Workman's Compensation with statutory limits; (b) Automobile Liability; (c) Comprehensive General Liability, including Pollution Liability, Property Damage, Completed Operations and Product Liability. A Certificate of Insurance will be provided upon request. A Certificate of Insurance naming Customer as "Additional Insured" may be provided at Customer's request. Customer agrees to pay for any additional costs of insurance requirements over and above the standard insurance provided by the Company.
- 10) The Company agrees to indemnify, defend and hold harmless Customer from and against any and all liability for any loss, injury or damage, including, without limitation, all costs, expenses, court costs and reasonable attorneys' fees, imposed on Customer by any person caused by or that results from the gross negligence or willful misconduct of the Company, its employees or agents. Customer hereby agrees to indemnify, defend and hold the Company harmless from and against any and all liability for any loss, injury or damage, including, without limitation, all costs, expenses, court costs and reasonable attorneys' fees, imposed on the Company by any person whomsoever that occurs on or about Customer's premises, except for any such loss, injury or damage that is caused by or results solely from the gross negligence or willful misconduct of the Company its employees or agents.
- 11) IN NO EVENT SHALL EITHER PARTY BE LIABLE FOR ANY INDIRECT, SPECIAL OR CONSEQUENTIAL DAMAGES, INCLUDING BUT NOT LIMITED TO LOST PROFITS, SAVINGS OR REVENUE, EVEN IF ADVISED OF THE POSSIBILITY OF SUCH DAMAGES. Customer agrees that the Company's liability under this Agreement shall be limited to six (6) times the monthly fee, which amount shall be Customer's maximum remedy regardless of the legal theory used to determine that the Company is liable for the injury or loss (including, without limitation, negligence breach of contract breach of warranty and product liability).
- 12) Neither party shall be responsible for damages, penalties or otherwise for any failure or delay in performance of any of its obligations hereunder caused by strikes, riots, war, acts of God, accidents, governmental orders and regulations, curtailment or failure to obtain sufficient material, or other force majeure condition (whether or not of the same class or kind as those set forth above) beyond its reasonable control and which, by the exercise of due diligence, it is unable to overcome. Should the Company be prohibited, restricted or otherwise prevented or impaired from rendering specified services by any condition, the Company shall notify Customer of said condition and of the excess direct costs arising therefrom. Customer shall have thirty (30) days after receipt of notice to notify the Company in writing of any inability to comply with excess direct costs as requested by the Company.
- 13) Customer warrants that it is authorized to execute this Agreement on behalf of the riparian owner. If a legal entity, the person executing this Agreement on behalf of Customer represents that Customer is duly organized and existing, and is in good standing, under the laws of the jurisdiction of its organization and that execution, delivery, and performance of this Agreement has been duly authorized by all appropriate corporate action.
- 14) The Company covenants to perform and complete the services hereunder in a timely, competent and workmanlike manner and in accordance with the specifications and requirements set forth in this Agreement. **THE COMPANY HEREBY EXPRESSLY DISCLAIMS, AND CUSTOMER HEREBY WAIVES, RELEASES AND RENOUNCES, ALL OTHER WARRANTIES AND CLAIMS EXPRESS OR IMPLIED, ARISING BY LAW OR OTHERWISE, WITH RESPECT TO SERVICES OR PRODUCTS PROVIDED BY THE COMPANY.**
- 15) Customer understands that, for convenience, the annual cost of service is spread over a twelve-month period and that individual monthly billings do not reflect the fluctuating seasonal costs of service. If the Company permits Customer to temporarily put its account activity on hold, an additional start-up charge may be required due to aquatic re-growth.
- 16) The Company agrees to hold Customer harmless from any loss, damage or claims arising out of the sole negligence of the Company. However, the Company shall in no event be liable to Customer or others for indirect, special or consequential damages resulting from any cause whatsoever.
- 17) Upon completion of the term of this Agreement, or any extension thereof, this Agreement shall be automatically extended for a period equal to its original term unless terminated by either party by written notice delivered prior to the end of the term. The Company may adjust the monthly investment amount after the original term to reflect any changes to cost of materials, inputs, and labor. The Company will submit written notification to Customer 30 days prior to effective date of adjustment. If Customer is unable to comply with the adjustment, the Company shall be notified immediately in order to seek a resolution. The Company may cancel this Agreement for any reason upon 30-day written notice to Customer.
- 18) Should Customer become delinquent, the Company may place the account on hold for non-payment and Customer will continue to be responsible for the continuing monthly amount even if the account is placed on hold. The Company may, at its sole discretion, choose to suspend services and charge the Customer 25% of the monthly equivalent invoice amount for three (3) consecutive months, herein referred to as the Credit Hold Period, or until Customer pays all invoices due, whichever comes earlier. Regular Service may be reinstated once the entire past due balance has been received in full. Should the Customer remain delinquent at the end of the Credit Hold Period, Company shall be entitled to bring action for collection of monies due and owing under this Agreement. Customer agrees to pay collection costs, including, but not limited to, reasonable attorneys fee (including those on appeal) and court costs, and all other expenses incurred by the Company resulting from such collection action. The Company reserves the right at any time to charge interest on unpaid amounts at the rate of eighteen percent (18%) per year. Customer hereby irrevocably submits to the exclusive personal jurisdiction of the state and federal courts of Duval County, Florida for the adjudication of all disputes or questions hereunder.
- 19) This Agreement constitutes the entire agreement of the parties hereto and shall be valid upon acceptance by the Company Corporate Office. No oral or written alterations or modifications of the terms contained herein shall be valid unless made in writing and accepted by an authorized representative of both the Company and Customer. This Agreement is assignable by Customer only with the prior written consent of the Company.


Proposal #32006
Date: 10/27/2025
Customer:

Samantha Harvey
County Road 210 West
St John's, FL 32259

On behalf of: St John's forest subdivision
- Hereinafter collectively referred to as
"Client" or "Owner."

Property:

St John's forest subdivision
County Road 210 West
St John's, FL 32259

ANNUAL MAINTENANCE 2025-2026

Dragonfly Pond Works is an environmental service company specializing in stormwater management, including pond and lake maintenance. Since 2006, Dragonfly has performed both routine maintenance and repairs on lakes, ponds, wetlands, sand filters, stormwater basins, bioretention devices, underground detention facilities, and many other types of stormwater systems. Our Team services aquatic systems throughout the Mid-Atlantic and Southeast, from Maryland to Florida.

We offer a wide range of water management services. Our specialized lake, pond, and stormwater maintenance crews will keep your system compliant, healthy, and functioning as intended. Detailed reports follow every service to help keep you aware of any potential issues before they worsen and become significant problems. Dragonfly's experienced construction and repair specialists will build, transform, or restore your aquatic space with low-impact, cost-effective solutions. Our practices work in harmony with nature, but also within your budget.

Fixed Payment Services

Description of Services	Frequency	Cost per Occ.	Annual Cost
Maintenance Service			
Annual Maintenance	12	\$2,185.00	\$26,220.00
Annual Maintenance Price			\$26,220.00

Total Contract Price \$26,220.00

Payment Schedule			
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Schedule	Price	Sales Tax	Total Price
December	\$2,185.00	\$0.00	\$2,185.00
January	\$2,185.00	\$0.00	\$2,185.00
February	\$2,185.00	\$0.00	\$2,185.00
March	\$2,185.00	\$0.00	\$2,185.00
April	\$2,185.00	\$0.00	\$2,185.00
May	\$2,185.00	\$0.00	\$2,185.00
June	\$2,185.00	\$0.00	\$2,185.00
July	\$2,185.00	\$0.00	\$2,185.00
August	\$2,185.00	\$0.00	\$2,185.00
September	\$2,185.00	\$0.00	\$2,185.00
October	\$2,185.00	\$0.00	\$2,185.00
November	\$2,185.00	\$0.00	\$2,185.00
	\$26,220.00	\$0.00	\$26,220.00

Annual Maintenance

- **SCOPE OF WORK DETAILS**

Dragonfly proposes to provide a monthly maintenance/Inspection visit for Eleven permitted Stormwater Pond located in the St. John's Forest Subdivision. Please reference the attached map for location details.

The standard maintenance program includes:

- Treatment of nuisance vegetation and algae in basin as needed and as permitted by municipality
- Control of unwanted vegetation on inlets, outlets, and spillway structures
- Removal of trash from basin
- Cleaning and inspecting drain, weirs, and riser
- Hand re-arranging of riprap at inlet and outlet where applicable (does not include severe blowouts or installation of new rip rap)
- Monitoring for potentially harmful wildlife activity
- Monitoring conditions favorable to mosquito habitats and recommend solutions
- Visual inspection and digital documentation of condition of pond and pond components
- 5 pictures of site components will be taken each visit and made available to you
- Professional recommendations related to the operation, appearance, safety and/or compliance of the pond

Terms & Conditions

TERMS & CONDITIONS:

1. **OFFER.** This proposal constitutes an offer by Dragonfly Pond Works, LLC to perform the services described in the proposal (the "Work") for Client in accordance with these terms and conditions. The proposal, including these terms and conditions and all other documents incorporated by reference shall, when accepted by Client, constitute the entire agreement of the parties regarding the Work. This proposal is good for a period of 90 days from Proposal Date.
2. **ACCESS AND AUTHORIZATION.** Client shall provide Dragonfly Pond Works with all necessary access to the area(s) in which the Work is to be performed. Unless otherwise specified, Client warrants that it has obtained (or will obtain prior to performance of the Work) all necessary permits, licenses, consents and authorizations required in connection with the performance of the Work. Delays related to Client's (1) change in schedule, (2) failure to provide access to the property, and/or (3) failure to obtain required documentation may result in additional fees charged to the Client. Client shall maintain property insurance at or above the limits and coverage that are in place at the time of executing this agreement.
3. **STRUCTURES AND UTILITIES.** In the execution of the Work, Dragonfly Pond Works will take reasonable precautions to avoid damage to subterranean structures, roads, sidewalks and utilities. Any repairs to structures not specified or included on the repair scope and/or not accurately located and called out by the Client will be billed back to the Client on a time and materials basis plus a 15% fee. Any stumps, culverts, rocks or other obstacle will not be removed during project execution without a written change order signed by the Client and an authorized representative of Dragonfly Pond Works, which shall include the cost of removal and associated replacement and an extension of the project completion deadline, if applicable.
4. **WARRANTY.** Dragonfly Pond Works will perform the Work in a competent, professional manner in accordance with the customary standards of performance of the industry. Unless specifically set forth in this Agreement, Dragonfly Pond Works does not warrant or represent that the Work or any products will achieve any specific result, outcome, or performance. Client recognizes that subsurface conditions may vary from those encountered at the location where borings, surveys or explorations are made by Dragonfly Pond Works and that the data interpretations and recommendations of Dragonfly Pond Works' personnel are based solely on the information available to them. Dragonfly Pond Works is not licensed to provide professional engineering and/or surveying opinions on the appropriate scope of work necessary to achieve a particular result. Dragonfly Pond Works encourages Client to retain a licensed engineer and/or surveyor to assess Client's needs and approve of the scope of work set forth herein. If Client declines to retain a licensed engineer and/or surveyor, Client assumes that risk that the scope of work contained herein will not achieve the desired results. If equipment is supplied as part of this agreement, Client agrees that Dragonfly Pond Works will not be liable for any claims due to defective equipment or materials manufactured by third parties other than Dragonfly Pond Works.
5. **RELATIONSHIP OF THE PARTIES.** In performing the Work, Dragonfly Pond Works shall be acting in the capacity of an independent contractor to Client, and nothing herein shall be deemed to create a partnership, agency, joint venture or any other relationship between the parties.
6. **INDEMNIFICATION.** Client agrees to indemnify and hold Dragonfly Pond Works harmless from and against any and all damages, claims, delays, or costs (including court costs and attorneys' fees) associated with or arising out of the Work to the fullest extent permitted by law, except to the extent any damages, claims, delays, or costs are ruled by a Court (or, if applicable, an arbitrator with jurisdiction over Dragonfly Pond Works) to have been caused by the negligence of Dragonfly Pond Works.
7. **FORCE MAJEURE.** Neither party shall be liable to the other party for its failure or delay in performing its obligations hereunder due to any contingency beyond such party's reasonable control, including, without limitation, acts of God; fires; floods; wars; acts of war; sabotage; accidents; labor disputes or shortages; changes or interpretations of governmental laws, ordinances, rules and regulations; inability to obtain power, material, equipment or transportation; and any other similar or dissimilar contingency.
8. **CHANGE ORDERS.** Client may, upon written notice to Dragonfly Pond Works, request Dragonfly Pond Works to make changes in the scope of the Work. Dragonfly Pond Works shall

thereupon use reasonable efforts to make such changes provided that if any requested changes cause an increase in the cost or time required for Dragonfly Pond Works' performance and delivery, Client shall execute an agreement, in form and substance satisfactory to Dragonfly Pond Works, providing for an equitable adjustment in the compensation payable for the Work and the time for its performance and delivery. This includes additional costs as related to unforeseen permits, fees and changes in required coverages.

9. **NON-SOLICITATION OF EMPLOYEES.** During the term of this agreement, and for a period of two (2) years thereafter, neither party shall, directly or indirectly, for such party's own benefit or for the benefit of others, solicit for hire as an employee, consultant or otherwise any of the other party's personnel who have performed services under this agreement, without the other party's express written consent.
10. **COMPENSATION.** Client shall pay Dragonfly Pond Works for the Work in the amounts and at the times and in the manner set forth in the proposal.
11. **PAYMENT TERMS.** Dragonfly Pond Works expects prompt payment for its Work. Toward that end, payment terms are as follows: the client will be billed in equal payments on the 15th day of the service month. An interest charge of 5% per month shall be applied to all balances over 30 days old. Dragonfly Pond Works and Client understand and agree that the prevailing party in a dispute, whether in a court of competent jurisdiction or in arbitration, shall be entitled to recovery of all costs, including attorney's fees, collection fees, interest and court costs and/or arbitration fees.
12. **NOTICES.** Any notice required or permitted to be given hereunder shall be deemed to have been duly given if delivered by hand or sent by registered or certified mail, return receipt requested, and addressed: if to Dragonfly Pond Works, LLC PO Box 1089, Apex NC 27502; the address shown on the front hereof, or to such other address(es) which the parties may respectively designate to one another in accordance herewith. Notices shall be deemed to have been given on the date of mailing or hand delivery. The post office receipt showing the date of mailing shall be "prime facie" evidence thereof.
13. **GOVERNING LAW and ARBITRATION.** The agreement between the parties regarding the Work and their rights and obligation thereunder shall be governed by and construed in accordance with laws of the State of North Carolina. The parties agree that, to the fullest extent permissible under applicable law, any claims, disputes, or lawsuits arising out of or relating to this agreement or the Work shall be subject to final and binding arbitration. The arbitration shall be conducted pursuant to the Federal Arbitration Act and the North Carolina Revised Uniform Arbitration Act, using one arbitrator, applying North Carolina law, and conducting the arbitration in Raleigh, North Carolina. The parties intend to expedite the arbitration and limit discovery so as to reduce the costs of arbitration, and expressly agree to conduct the arbitration and obtain a final ruling from the arbitrator within six months of the arbitrator being appointed. The parties expressly agree that the arbitrator shall have the power, jurisdiction, and authority to award the prevailing party all costs, including attorney's fees, collection fees, interest, court costs and/or arbitration fees.

PAYMENT SCHEDULE, CONTRACT LENGTH, EXCLUSIONS, & CANCELLATION POLICY:

- Where applicable, all maintenance contract services will be combined and invoiced in 12 equal installments (total contract fee divided by 12). Sites receiving only four total visits will continue to be invoiced on a per service basis. If you are currently invoiced through a portal or require other specialized billing, you will not be affected by this change.
- Monthly service contracts are based on 12 month contracts and will be billed in 12 equal payments on the 15th day of the service month. As maintenance contracts are sometimes billed prior to the completion of services, payments are due net 15, so that in the event your service visit has not been completed by time of invoicing, you may hold payment until your visit is completed.
- Contracts starting after 1/31 will run through the following calendar year. Contracts can be canceled by either party with 60 day written notice.
- Your contract renews automatically for an additional one (1) year term and is subject to a 4% increase per year.
- If additional work is identified while completing the original scope of work or inspections, repairs can be completed after a separate proposal is submitted and approved.
- Although we control most algae, service does not include control of planktonic algae or cyanobacteria. In the event that these blooms occur, we will work with you develop a community

wide program to reduce the nutrients in your pond or lake.

- In the event that a municipality or regulating agency changes its environmental requirements which would add additional cost to the maintenance contract, Dragonfly will notify the Client of these changes and propose a new contract price.
- Client may, upon written notice to Dragonfly Pond Works, request Dragonfly Pond Works to make changes in the scope of the Work. Dragonfly Pond Works shall thereupon use reasonable efforts to make such changes provided that if any requested changes cause an increase in the cost or time required for Dragonfly Pond Works' performance and delivery, Client shall execute an agreement, in form and substance satisfactory to Dragonfly Pond Works, providing for an equitable adjustment in the compensation payable for the Work and the time for its performance and delivery. This includes additional costs as related to unforeseen permits, fees and changes in required coverages.

By _____

Tony Halvorsen

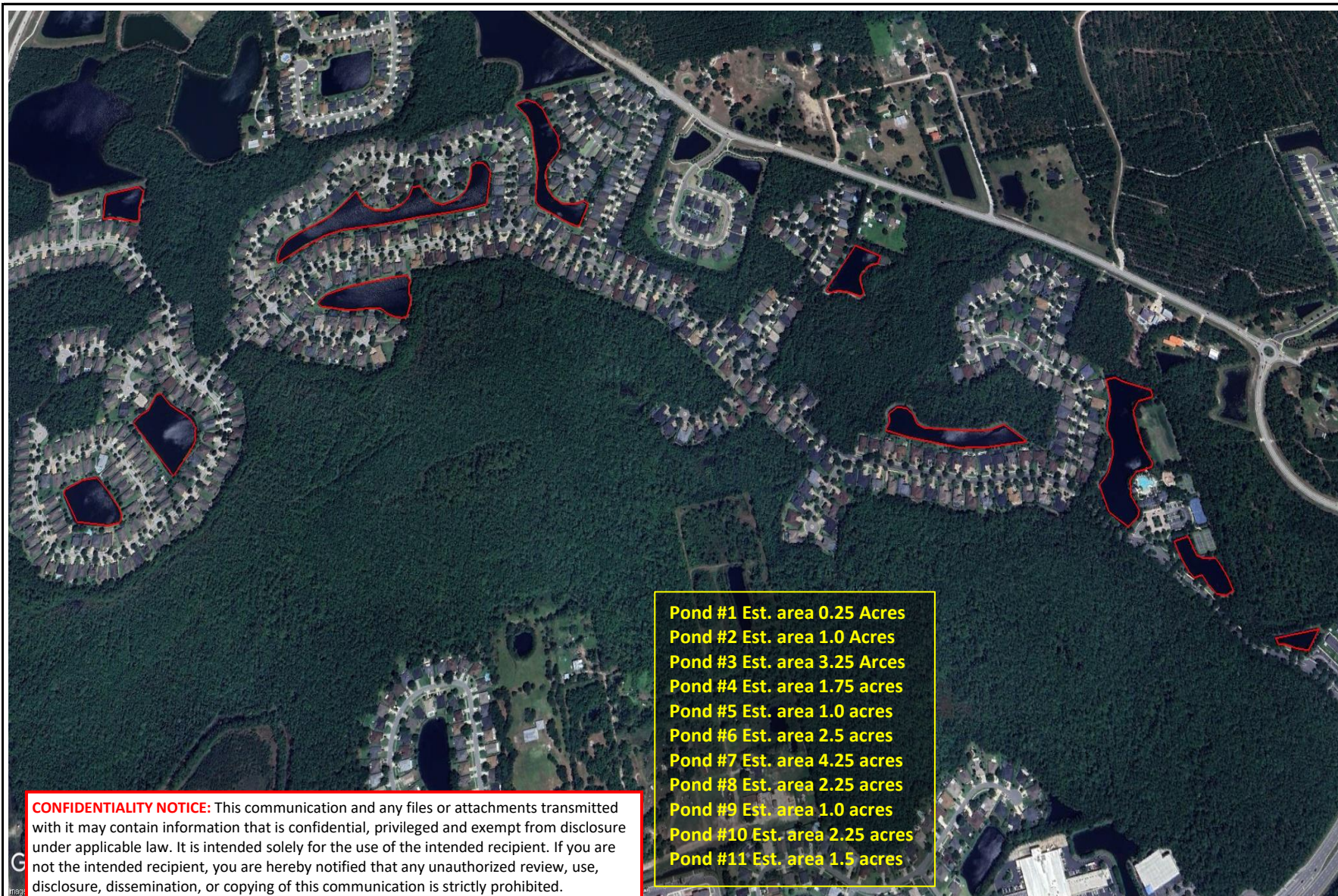
Date 10/27/2025

Dragonfly Pond Works, LLC

By _____

Date _____

St John's forest subdivision





St. John's Forest October Field Inspection

Wednesday, October 15, 2025

12 Items Identified

12 Items Incomplete

Kyle Goldberg

Inframark



Item 1 - Remove Vegetation

Assigned To: [The Greenery Inc](#)

Remove vegetation growing on the monument at the front entrance.



Item 2 - Match Height

Assigned To: [The Greenery Inc](#)

Arbicola should be trimmed so that the height is uniform.



Item 3 - Shrub Installation

Assigned To: [The Greenery Inc](#)

A proposal should be provided to replace plants around utility equipment with a denser type of shrub.



Item 4 - Plant Height Management

[Assigned To: The Greenery Inc](#)

The plants at the front entrance should go from smallest to tallest. The area is being well maintained.



Item 5 - Missing Bolts

[Assigned To: Inframark](#)

The stop sign at the front entrance is missing a couple bolts.



Item 6 - Trash

[Assigned To: The Greenery Inc](#)

Trash should be picked up during routine maintenance.



Item 7 - Reattach Grate

Assigned To: Inframark/District Engineer

A grate has fallen into the skimmer at the pond by the preschool. This should be raised and chained

Item 8 - Trash

Assigned To: Pond Vendor

Trash by and in ponds and pond banks should be picked up during routine maintenance.

Location: Pond by Preschool



Item 9 - Remove Dead Plants

Assigned To: The Greenery Inc

Remove dead plants along St John's Forest Boulevard.



Item 10 - Trim Hedges

Assigned To: [The Greenery Inc](#)

Hedges should be trimmed to not impede over sidewalk.



Item 11 - Hedge Trimming Schedule

Assigned To: [The Greenery Inc](#)

Hedges should be trimmed before Christmas lights installation after Halloween. When is this work scheduled for?



Item 12 - Fix Light

Assigned To: [Inframark](#)

There's a damaged light on the walking path on St John's Forest Boulevard.



St. John's Forest November Field Inspection

Wednesday, November 5, 2025

7 Items Identified

7 Items Incomplete

Kyle Goldberg

Inframark



Item 1 - Remove Vegetation

Assigned To: [The Greenery Inc](#)

Remove vegetation growing on the monument at the front entrance.

Item 2 - Ongoing Construction

Assigned To: [Board Update](#)

There was construction ongoing during the day of inspection. We'll continue to monitor to ensure area is restored.



Item 3 - Anthill

Assigned To: The Greenery Inc

There are multiple anthills along St. John's Forest Blvd that should be baited and knocked down.



Item 4 - Lock Grates

Assigned To: Inframark

Grates have been reset and should be locked in place.



Item 5 - Trash

Assigned To: Pond Vendor

Trash by and in ponds and pond banks should be picked up during routine maintenance.

Location: Pond by Preschool



Item 6 - Trim Hedge

Assigned To: [The Greenery Inc](#)

Hedges should be trimmed to not impede over sidewalk



Item 7 - Raise Canopy

Assigned To: [The Greenery Inc](#)

This trees canopy should be raised to not impede over the sidewalk.



MAINTENANCE Solutions



[www.inframark.com/community-
management/maintenance](http://www.inframark.com/community-management/maintenance)

MAINTENANCE SOLUTIONS

With over 25 years of maintenance and project management construction experience, Inframark can align with your community's maintenance goals. From general maintenance service orders to large scale building renovations, let us know how we can serve your community.

- 💧 ADA Skid Pad Replacements
- 💧 Community Inspections/Reporting
- 💧 Debris Removal
- 💧 General Maintenance
- 💧 Landscape Inspections/Reporting
- 💧 Light Changeouts and Maintenance
- 💧 Maintenance of Storm Structures
- 💧 Management of Vendor Contracts
- 💧 Minor Boardwalk and Wood Structure Repairs
- 💧 Minor Electrical
- 💧 Minor Patch Repairs in Roadways or Alleyways
- 💧 On-site Staff
- 💧 Painting
- 💧 Pressure Washing
- 💧 Porter Services
- 💧 Review of Landscape Architectual Designs
- 💧 Sidewalk Grinding and Replacement
- 💧 Sign Installations and Maintenance
- 💧 Fence Projects
- 💧 Vacuum Truck Services

CONTACT US TODAY

to see how we can provide quality maintenance for your community.

GC# CBC1257480

CALL 407.566.1935 or

EMAIL maintenance@inframark.com

www.inframark.com/community-management/maintenance





Inframark
313 Campus Street,
Celebration, Florida 34747

Phone: 904-540-3018

Date: 10/31/2025
Work Order # 109-001-01-25
Customer ID: St. John's Forest CDD

Quotation valid until 11/30/2025

Prepared by: Kyle Goldberg

Description		Unit Price	Quantity	Amount
Maintenance:				
✓ Reattach Stop Sign		\$5.00	1	\$5.00
• Materials				
✓ Reattach Sidewalk Light:		\$8.32	1	\$8.32
• Loctite PL Premium Polyurethane				
Construction Adhesive Tan Cartridge				
✓ Installation		\$75.00	1.5	\$112.50
Total	Labor and Materials			\$125.82

Full payment is due within 60 days of finalizing the project.

If you have any questions concerning this quotation, contact Kyle Goldberg
 at Kyle.Goldberg@Inframark.com

By: Kyle Goldberg

By: _____

Date: 10/31/25

Date: _____

Inframark

St. John's Forest CDD

Inframark
 Offices - Celebration - Tampa
 We are proud to provide a range of services for your community.



Proposal Narrative

Inframark field services will fix the stop sign and reattach sidewalk light identified as items 5 & 12 in October's field inspection. Work would be scheduled to be completed during November's field inspection on 11/05/25.



Customer Service Report

Customer: St Johns Forest
Field Biologist: Cameron Ganim

Date of Visit: 9/16/2025
Weather: 84 °F High
0% ☁

Waterway and Ditch Treatments

Site	1	2	3	4	5	6	7	8	9	10	11				
Algae		x		x							x				
Submersed Weeds															
Shoreline Grasses & Brush									x		x				
Floating Weeds															
Mosquito Larvicide															
Phosphate Binder											x				
Inspection										x					
Debris Removal	x		x			x	x				x				
Cleaned Barrier					x			x							

Comments: Ponds 2,4 and 11 were treated for algae and ponds 9 and 11 were sprayed for shoreline grasses. Pond 11 also received a phosphate binder that helps slow the growth of new algae by binding up available nutrients. The barriers on ponds 5 and 8 were cleaned out to increase flow.

Carp Program

- ☒ Carp Observed
☒ Barriers Inspected

Flow

- ☐ None
☒ Slight
☐ Visible

Water Clarity

- ☐ < 1' ☐ 2-4'
☒ 1-2' ☐ >4'

Water Levels

- ☐ High
☒ Normal
☐ Low

Fish/Wildlife Observations

- | | | | | |
|--|--|---|---|--|
| ☒ Bass | ☐ Anhinga | ☐ Woodstork | ☒ Turtles | ☐ Other Species:

_____ |
| ☒ Bream | ☐ Cormorant | ☒ Ducks | ☐ Snakes | |
| ☐ Catfish | ☒ Egrets | ☐ Osprey | ☐ Alligator | |
| ☒ Gambusia | ☒ Herons | ☐ Ibis | ☐ Frogs | |

Native/Beneficial Vegetation Noted

- | | | | |
|--|---------------------------------------|-----------------------------------|---|
| ☐ Arrowhead | ☐ Bulrush | ☐ Lotus | ☒ Slender Spikerush |
| ☐ Cordgrass | ☐ Lily | ☐ Chara | ☐ Blue Flag Iris |
| ☒ Bacopa | ☐ Golden Canna | ☐ Naiad | ☐ Bladderwort |
| ☐ Pickerelweed | ☐ Spatterdock | ☐ Eelgrass | ☐ Pondweed |

Did you know? The manatee is Florida's official marine mammal. Fossils indicate they have been in Florida waters for millions of years.

Customer Service Report

Customer: St Johns Forest
Field Biologist: Cameron Ganim

Date of Visit: 9/16/2025
Weather: 84 °F High
0% ☁



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4



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6

Did you know? The manatee is Florida's official marine mammal. Fossils indicate they have been in Florida waters for millions of years.

Customer Service Report

Customer: St Johns Forest
Field Biologist: Cameron Ganim

Date of Visit: 9/16/2025
Weather: 84 °F High
0% ☁



7



8



9



10

Did you know? The manatee is Florida's official marine mammal. Fossils indicate they have been in Florida waters for millions of years.

Customer Service Report

Customer: St Johns Forest
Field Biologist: Cameron Ganim

Date of Visit: 9/25/2025
Weather: 91 °F High
10% ☁

Waterway and Ditch Treatments

Site	1	2	3	4	5	6	7	8	9	10	11				
Algae										x					
Submersed Weeds															
Shoreline Grasses & Brush															
Floating Weeds															
Mosquito Larvicide															
Pond Dye															
Inspection	x	x	x	x	x	x	x	x	x		x				
Debris Removal															

Comments: Today's Visit was done to inspect the progress of past treatments and to treat pond 10 for algae.

Carp Program

- ☐ Carp Observed
☒ Barriers Inspected

Flow

- ☐ None
☒ Slight
☐ Visible

Water Clarity

- ☐ < 1' ☒ 2-4'
☐ 1-2' ☐ >4'

Water Levels

- ☐ High
☒ Normal
☐ Low

Fish/Wildlife Observations

- | | | | | |
|---|------------------------------------|---|---|--|
| ☐ Bass | ☐ Anhinga | ☐ Woodstork | ☒ Turtles | ☐ Other Species:

_____ |
| ☒ Bream | ☐ Cormorant | ☒ Ducks | ☐ Snakes | |
| ☐ Catfish | ☐ Egrets | ☐ Osprey | ☐ Alligator | |
| ☐ Gambusia | ☐ Herons | ☐ Ibis | ☐ Frogs | |

Native/Beneficial Vegetation Noted

- | | | | |
|--|---------------------------------------|-----------------------------------|--|
| ☐ Arrowhead | ☐ Bulrush | ☐ Lotus | ☐ Slender Spikerush |
| ☐ Cordgrass | ☐ Lily | ☐ Chara | ☐ Blue Flag Iris |
| ☒ Bacopa | ☐ Golden Canna | ☐ Naiad | ☐ Bladderwort |
| ☐ Pickerelweed | ☐ Spatterdock | ☐ Eelgrass | ☐ Pondweed |

Did you know? The manatee is Florida's official marine mammal. Fossils indicate they have been in Florida waters for millions of years.

Customer Service Report

Customer: St Johns Forest
Field Biologist: Cameron Ganim

Date of Visit: 9/25/2025
Weather: 91 °F High
10% ☁



1



2



3



4



5



6

Did you know? The manatee is Florida's official marine mammal. Fossils indicate they have been in Florida waters for millions of years.

Customer Service Report

Customer: St Johns Forest
Field Biologist: Cameron Ganim

Date of Visit: 9/25/2025
Weather: 91 °F High
10% ☁



7



8



9



10



11

Did you know? The manatee is Florida's official marine mammal. Fossils indicate they have been in Florida waters for millions of years.

Customer Service Report

Customer: St Johns Forest
Field Biologist: Cameron Ganim

Date of Visit: 9/26/2025
Weather: 88 °F High
0% ☁

Waterway and Ditch Treatments

Site	2	3	4												
Algae	x	x	x												
Submersed Weeds															
Shoreline Grasses & Brush		x													
Floating Weeds															
Mosquito Larvicide															
Pond Dye															
Inspection															
Debris Removal															

Comments: Pond 2,3 and 4 were treated for algae and pond 3 was also treated for shoreline grasses.

Carp Program

- ☐ Carp Observed
☐ Barriers Inspected

Flow

- ☐ None
☒ Slight
☐ Visible

Water Clarity

- ☐ < 1' ☒ 2-4'
☐ 1-2' ☐ >4'

Water Levels

- ☐ High
☒ Normal
☐ Low

Fish/Wildlife Observations

- | | | | | |
|--|------------------------------------|------------------------------------|---|--|
| ☐ Bass | ☐ Anhinga | ☐ Woodstork | ☒ Turtles | ☐ Other Species:

_____ |
| ☒ Bream | ☐ Cormorant | ☐ Ducks | ☐ Snakes | |
| ☐ Catfish | ☐ Egrets | ☐ Osprey | ☐ Alligator | |
| ☒ Gambusia | ☐ Herons | ☐ Ibis | ☐ Frogs | |

Native/Beneficial Vegetation Noted

- | | | | |
|---------------------------------------|---------------------------------------|-----------------------------------|---|
| ☐ Arrowhead | ☐ Bulrush | ☐ Lotus | ☒ Slender Spikerush |
| ☐ Cordgrass | ☐ Lily | ☐ Chara | ☐ Blue Flag Iris |
| ☐ Bacopa | ☐ Golden Canna | ☐ Naiad | ☐ Bladderwort |
| ☐ Pickerelweed | ☐ Spatterdock | ☐ Eelgrass | ☐ Pondweed |

Did you know? The manatee is Florida's official marine mammal. Fossils indicate they have been in Florida waters for millions of years.

Customer Service Report

Customer: St Johns Forest
Field Biologist: Cameron Ganim

Date of Visit: 9/26/2025
Weather: 88 °F High
0% ☁



3 (2)

Did you know? The manatee is Florida's official marine mammal. Fossils indicate they have been in Florida waters for millions of years.

MINUTES OF MEETING ST. JOHNS FOREST COMMUNITY DEVELOPMENT DISTRICT

The regular meeting of the Board of Supervisors of the St. Johns Forest Community Development District was held on Thursday, September 25, 2025 at 10:00 a.m. at First Florida Credit Union, 1950 County Road 210 West, St. Johns, Florida.

Present and constituting a quorum were:

Philip Messana	Chairperson
Carly Weddle	Vice Chairperson
Angela Chapman	Assistant Secretary
Charles Kuehne	Assistant Secretary
Herbert Shaw	Assistant Secretary

Also present were:

Samantha Harvey	District Manager
Wes Haber	District Counsel
Michael Yuro, P.E.	District Engineer
Fernand Thomas	Accountant (Via Teams)
Cameron Ganim	Florida Waterways, Inc.

This is not a certified or verbatim transcript but rather represents the context and summary of the meeting. The full meeting is available in audio format upon request. Contact the District Office for any related costs for an audio copy.

FIRST ORDER OF BUSINESS

Call to Order and Roll Call

- Ms. Harvey called the meeting to order and called the roll. A quorum was established.

SECOND ORDER OF BUSINESS

Approval of Agenda

On MOTION by Ms. Weddle seconded by Mr. Kuehne, with all in favor, the agenda was approved as presented. 5-0

THIRD ORDER OF BUSINESS

Audience Comments

- There were no audience members. The Board had a brief discussion regarding the ponds.

FOURTH ORDER OF BUSINESS

Staff Reports

A. District Counsel

- No report.

B. District Engineer

- Mr. Yuro discussed the storm drain inspections.

C. District Manager

i. Field Updates

- The Board reviewed field updates.

ii. Pond Service Reports

- Ms. Harvey reviewed the pond reports. The Board requested harvesting Ponds 8 and 10 with no removal. Ms. Harvey will communicate this request to Jim at Florida Waterway, Inc.

Mr. Messana MOVED to approve proceeding with harvesting the ponds. Ms. Weddle seconded the motion.

Upon VOICE VOTE with Mr. Messana, Mr. Weddle, Ms. Chapman and Mr. Shaw voting AYE, and Mr. Kuehne voting NAY, approval was given to proceed with harvesting the ponds, 4-1

iii. The Greenery Inc. Irrigation Inspection June, July, and August 2025 Report and Proposal

- The Board reviewed the June, July and August 2025 irrigation inspection reports.

iv. The Greenery Inc. Client Communication Report

- The Board reviewed the report.
- Ms. Weddle addressed concerns regarding the appearance of the vegetation. Mr. Ganim from The Greenery Inc. is scheduled to complete pruning by the end of the week. He also provided insight into selecting appropriate shrubbery to ensure healthy growth based on sunlight exposure. Ms. Weddle recommended that the areas in poorest condition be removed and replaced with suitable vegetation. Mr. Ganim will prepare a proposal for enhancement of work to be reviewed at the next Board meeting.

On MOTION by Mr. Kuehne seconded by Ms. Weddle, with all in favor, The Greenery, Inc. was authorized to provide a proposal for enhancement work of the vegetation to be presented at the next meeting. 5-0

FIFTH ORDER OF BUSINESS**Business Items****A. Discussion of Bank Account and Money Market Account Interest**

- Mr. Kuehne inquired about the interest rate on the Money Market Account and the projected income associated with it. The Board engaged in discussion regarding the budget and agreed that anticipated interest earnings should be reflected in the budget proposal. Mr. Thomas from Accounting clarified that budget proposals are based on the best available projections. He will collaborate with Ms. Harvey to determine a reasonable estimate for inclusion.

B. Consideration of Brown and Brown Insurance Proposal – October 1, 2025 Through October 1, 2026

- Mr. Haber recommended consulting with Brown & Brown regarding cybersecurity coverage. Mr. Kuehne and Ms. Harvey will work together to gather additional information and assess the necessity of such coverage. Mr. Haber provided a detailed explanation of each policy to the Board.

On MOTION by Ms. Weddle seconded by Mr. Messana, with all in favor, the Brown & Brown Insurance proposal from October 1, 2025 through October 1, 2026 was approved. 5-0

C. Discussion of Entry and Exit Issues at CR210 and Arabella Gates

- Mr. Kuehne raised concerns regarding ongoing entry and exit issues, noting that recent development may worsen the situation. He expressed interest in the installation of a traffic signal at County Road 210. Mr. Yuro will investigate the feasibility of this request.

D. 2nd Quarter Website Audit

- Ms. Harvey reviewed the website audit with the Board, noting it is for informational purposes only.

SIXTH ORDER OF BUSINESS**Business Administration****A. Consideration of Minutes from the Meeting held July 24, 2025**

On MOTION by Mr. Kuehne seconded by Ms. Weddle, with all in favor, the minutes of the July 24, 2025 meeting were approved as presented. 5-0

B. Consideration of the July 2025 Financial Statements and Approval of the July 2025 Check Register and Invoices

On MOTION by Mr. Kuehne seconded by Mr. Shaw, with all in favor, the July 2025 Financial Statements were accepted, and the July 2025 Check Register and invoices were approved. 5-0

C. Consideration of the August 2025 Financial Statements and Approval of the August 2025 Check Register and Invoices

On MOTION by Mr. Kuehne seconded by Mr. Shaw, with all in favor, the August 2025 Financial Statements were accepted, and the August 2025 Check Register and invoices were approved. 5-0

SEVENTH ORDER OF BUSINESS

New Business and Supervisor Requests

- The Board expressed a desire for pond maintenance to shift from a reactive approach to a more proactive approach, emphasizing the importance of preventative measures to control algae growth before it occurs. Ms. Harvey will obtain pond maintenance proposals for the Board's review at the November meeting.

On MOTION by Mr. Shaw seconded by Mr. Kuehne, with all in favor, initiation of an informal RFP process for stormwater management was approved. 5-0

EIGHTH ORDER OF BUSINESS

Adjournment

- There being no further business,

On MOTION by Ms. Weddle seconded by Mr. Messana, with all in favor, the meeting was adjourned at 11:00 a.m.

Secretary/Assistant Secretary

Chairperson/Vice Chairperson



LLS Tax Solutions Inc.
1645 Sun City Center Plz.,
#5027
Sun City Center, FL 33571
Telephone: 850-754-0311
Email: liscott@llstax.com

September 18, 2025

St. Johns Forest Community Development District
c/o Inframark Infrastructure Management Services
5645 Coral Ridge Dr, #407
Coral Springs, Florida 33076

Thank you for choosing LLS Tax Solutions Inc. (“LLS Tax”) to provide arbitrage services to St. Johns Forest Community Development District (“Client”) for the following bond issue. This Engagement Letter describes the scope of the LLS Tax services, the respective responsibilities of LLS Tax and Client relating to this engagement and the fees LLS Tax expects to charge.

- \$3,685,000 St. Johns Forest Community Development District Capital Improvement Revenue Refunding Bonds, Series 2016

SCOPE OF SERVICES

The procedures that we will perform are as follows:

- Assist in calculation of the bond yield, unless previously computed and provided to us.
- Assist in determining the amount, if any, of required rebate to the federal government.
- Issuance of a report presenting the cumulative results since the issue date of the issue of bonds.
- Preparation of necessary reports and Internal Revenue Service (“IRS”) forms to accompany any required payment to the federal government.

As a part of our engagement, we will read certain documents associated with each issue of bonds for which services are being rendered. We will determine gross proceeds of each issue of bonds based on the information provided in such bond documents. You will have sole responsibility for determining any other amounts not discussed in those documents that may constitute gross proceeds of each series of bonds for the purposes of the arbitrage requirements.

TAX POSITIONS AND REPORTABLE TRANSACTIONS

Because the tax law is not always clear, we will use our professional judgment in resolving questions affecting the arbitrage calculations. Unless you instruct us otherwise, we will take the reporting position most favorable to you whenever reasonable. Any of your bond issues may be selected for review by the IRS, which may not agree with our positions. Any proposed adjustments are subject to certain rights of appeal. Because of the lack of clarity in the law, we cannot provide assurances that the positions asserted by the IRS may not ultimately be sustained, which could result in the assessment

of potential penalties. You have the ultimate responsibility for your compliance with the arbitrage laws; therefore, you should review the calculations carefully.

The IRS and some states have promulgated “tax shelter” rules that require taxpayers to disclose their participation in “reportable transactions” by attaching a disclosure form to their federal and/or state income tax returns and, when necessary, by filing a copy with the Internal Revenue Service and/or the applicable state agency. These rules impose significant requirements to disclose transactions and such disclosures may encompass many transactions entered into in the normal course of business. Failure to make such disclosures will result in substantial penalties. In addition, an excise tax is imposed on exempt organizations (including state and local governments) that are a party to prohibited tax shelter transactions (which are defined using the reportable transaction rules). Client is responsible for ensuring that it has properly disclosed all “reportable transactions” and, where applicable, complied with the excise tax provision. The LLS Tax services that are the subject of this Engagement Letter do not include any undertaking by LLS Tax to identify any reportable transactions that have not been the subject of a prior consultation between LLS Tax and Client. Such services, if desired by Client, will be the subject of a separate engagement letter. LLS Tax may also be required to report to the IRS or certain state tax authorities certain tax services or transactions as well as Client’s participation therein. The determination of whether, when and to what extent LLS Tax complies with its federal or state “tax shelter” reporting requirements will be made exclusively by LLS Tax. LLS Tax will not be liable for any penalties resulting from Client’s failure to accurately and timely file any required disclosure or pay any related excise tax nor will LLS Tax be held responsible for any consequences of its own compliance with its reporting obligations. Please note that any disclosure required by or made pursuant to the tax shelter rules is separate and distinct from any other disclosure that Client might be required to or choose to make with its tax returns (e.g., disclosure on federal Form 8275 or similar state disclosure).

PROFESSIONAL FEES AND EXPENSES

Our professional fees for the services listed above for the three-year bond period beginning March 11, 2024, through the period ending March 10, 2027, is \$1,800, which is \$600 each year. We will bill you upon completion of our services. Our invoices are payable upon receipt. Additionally, you may request additional consulting services from us upon occasion; we will bill you for these consulting services at a beforehand agreed upon rate.

Unanticipated factors that could increase our fees beyond the estimate given above include the following (without limitation). Should any of these factors arise we will alert you before additional fees are incurred.

- Investment data provided by you is not in good order or is unusually voluminous.
- Proceeds of bonds have been commingled with amounts not considered gross proceeds of the bonds (if that circumstance has not previously been communicated to us).
- A review or other inquiry by the IRS with respect to an issue of bonds.

ACCEPTANCE

You understand that the arbitrage services, report and IRS forms described above are solely to assist you in meeting your requirements for federal income tax compliance purposes. This Engagement Letter constitutes the entire agreement between Client and LLS Tax with respect to this engagement, supersedes all other oral and written representations, understandings or agreements relating to this engagement, and may not be amended except by the mutual written agreement of the Client and LLS Tax.

Please indicate your acceptance of this agreement by signing in the space provided below and returning a copy of this Engagement Letter to us. Thank you again for this opportunity to work with you.

Very truly yours,
LLS Tax Solutions Inc.

AGREED AND ACCEPTED:
St. Johns Forest Community Development District

By: Linda L. Scott
Linda L. Scott, CPA

By: _____
Print Name _____
Title _____
Date: _____

RESOLUTION 2026-02

A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE ST. JOHNS FOREST COMMUNITY DEVELOPMENT DISTRICT ADOPTING GOALS, OBJECTIVES, AND PERFORMANCE MEASURES AND STANDARDS; PROVIDING A SEVERABILITY CLAUSE; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, the St. Johns Forest Community Development District (the “District”) is a local unit of special-purpose government created and existing pursuant to Chapter 190, *Florida Statutes*; and

WHEREAS, effective July 1, 2024, the Florida Legislature adopted House Bill 7013, codified as Chapter 2024-136, Laws of Florida (“HB 7013”) and creating Section 189.0694, Florida Statutes; and

WHEREAS, pursuant to HB 7013 and Section 189.0694, Florida Statutes, beginning October 1, 2024, the District shall establish goals and objectives for the District and create performance measures and standards to evaluate the District’s achievement of those goals and objectives; and

WHEREAS, the District Manager has prepared the attached goals, objectives, and performance measures and standards and presented them to the Board of the District; and

WHEREAS, the District’s Board of Supervisors (“Board”) finds that it is in the best interests of the District to adopt by resolution the attached goals, objectives and performance measures and standards.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF SUPERVISORS OF THE ST. JOHNS FOREST COMMUNITY DEVELOPMENT DISTRICT:

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

SECTION 2. The District Board of Supervisors hereby adopts the goals, objectives and performance measures and standards as provided in **Exhibit A**. The District Manager shall take all actions to comply with Section 189.0694, Florida Statutes, and shall prepare an annual report regarding the District’s success or failure in achieving the adopted goals and objectives for consideration by the Board of the District.

SECTION 3. If any provision of this resolution is held to be illegal or invalid, the other provisions shall remain in full force and effect.

SECTION 4. This resolution shall become effective upon its passage and shall remain in effect unless rescinded or repealed.

PASSED AND ADOPTED this 20th day of November, 2025.

ATTEST:

**ST. JOHNS FOREST
COMMUNITY DEVELOPMENT DISTRICT**

Secretary/Assistant Secretary

Chairperson/Vice Chairperson

Exhibit A: Performance Measures/Standards and Annual Reporting

Exhibit A

Memorandum

To: Board of Supervisors

From: District Management

Date: October 1, 2025

RE: HB7013 – Special Districts Performance Measures and Standards

To enhance accountability and transparency, new regulations were established for all special districts, by the Florida Legislature, during its 2024 legislative session. Starting on October 1, 2024, or by the end of the first full fiscal year after its creation (whichever comes later), each special district must establish goals and objectives for each program and activity, as well as develop performance measures and standards to assess the achievement of these goals and objectives. Additionally, by December 1 each year (initial report due on December 1, 2025), each special district is required to publish an annual report on its website, detailing the goals and objectives achieved, the performance measures and standards used, and any goals or objectives that were not achieved.

District Management has identified the following key categories to focus on for Fiscal Year 2026 and develop statutorily compliant goals for each:

- Community Communication and Engagement
- Infrastructure and Facilities Maintenance
- Financial Transparency and Accountability

Additionally, special districts must provide an annual reporting form to share with the public that reflects whether the goals and objectives were met for the year. District Management has streamlined these requirements into a single document that meets both the statutory requirements for goal/objective setting and annual reporting.

The proposed goals/objectives and the annual reporting form are attached as exhibit A to this memo. District Management recommends that the Board of Supervisors adopt these goals and objectives to maintain compliance with HB7013 and further enhance its commitment to the accountability and transparency of the District.

Exhibit A:
Goals, Objectives, and Annual Reporting Form

**St. Johns Forest Community Development District
("District") Performance Measures/Standards & Annual
Reporting Form
October 1, 2025 – September 30, 2026**

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1. Community Communication and Engagement

Goal 1.1: Public Meetings Compliance

Objective: Hold at least four regular Board of Supervisor ("Board") meetings per year to conduct District-related business and discuss community needs.

Measurement: Number of public Board meetings held annually as evidenced by meeting minutes and legal advertisements.

Standard: A minimum of four Board meetings were held during the fiscal year.

Achieved: Yes ☐ No ☐

Goal 1.2: Notice of Meetings Compliance

Objective: Provide public notice of each meeting in accordance with Florida Statutes, using at least two communication methods.

Measurement: Timeliness and method of meeting notices as evidenced by posting to the District's website, publishing in local newspaper of general circulation, and or via electronic communication.

Standard: 100% of meetings were advertised in accordance with Florida Statutes on at least two mediums (e.g., newspaper, District website, electronic communications).

Achieved: Yes ☐ No ☐

Goal 1.3: Access to Records Compliance

Objective: Ensure that meeting minutes and other public records are readily available and easily accessible to the public by completing monthly District website checks.

Measurement: Monthly website reviews will be completed to ensure meeting minutes and other public records are up to date as evidenced by District Management's records.

Standard: 100% of monthly website checks were completed by District Management or third party vendor.

Achieved: Yes ☐ No ☐

2. Infrastructure and Facilities Maintenance

Goal 2.1: Field Management and/or District Management Site Inspections

Objective: Field manager and/or district manager will conduct inspections per District Management services agreement to ensure safety and proper functioning of the District's infrastructure.

Measurement: Field manager and/or district manager visits were successfully completed per management agreement as evidenced by field manager and/or district manager's reports, notes or other record keeping method.

Standard: 100% of site visits were successfully completed as described within District Management services agreement

Achieved: Yes ☐ No ☐

Goal 2.2: District Infrastructure and Facilities Inspections

Objective: District Engineer will conduct an annual inspection of the District's infrastructure and related systems.

Measurement: A minimum of one inspection completed per year as evidenced by district engineer's report related to District's infrastructure and related systems.

Standard: Minimum of one inspection was completed in the fiscal year by the District's engineer.

Achieved: Yes ☐ No ☐

3. Financial Transparency and Accountability

Goal 3.1: Annual Budget Preparation

Objective: Prepare and approve the annual proposed budget by June 15 and final budget was adopted by September 30 each year.

Measurement: Proposed budget was approved by the Board before June 15 and final budget was adopted by September 30 as evidenced by meeting minutes and budget documents listed on the District's website and/or within District records.

Standard: 100% of budget approval & adoption were completed by the statutory deadlines and posted to the District's website.

Achieved: Yes ☐ No ☐

Goal 3.2: Financial Reports

Objective: Publish to the District's website the most recent versions of the following documents: Florida Auditor General link (<https://flauditor.gov/>) to obtain current and past Annual audit, current fiscal year budget with any amendments, and most recent financials within the latest agenda package.

Measurement: Florida Auditor General link (<https://flauditor.gov/>) to the Annual audit, previous years' budgets, and financials are accessible to the public as evidenced by corresponding documents on the District's website.

Standard: District's website contains 100% of the following information: Department of Financial Services link to obtain Annual audit, most recent adopted/amended fiscal year budget, and most recent agenda package with updated financials.

Achieved: Yes ☐ No ☐

Goal 3.3: Annual Financial Audit

Objective: Conduct an annual independent financial audit per statutory requirements and publish the Florida Auditor General link (<https://flauditor.gov/>) to the results to the District's website for public inspection and transmit to the State of Florida.

Measurement: Timeliness of audit completion and publication as evidenced by meeting minutes showing Board approval and annual audit is available on the District's website and transmitted to the State of Florida.

Standard: Audit was completed by an independent auditing firm per statutory requirements and results were posted to the District's website and transmitted to the State of Florida.

Achieved: Yes ☐ No ☐

SIGNATURES:

Chair/Vice Chair: _____

Date: _____

Printed Name: _____

St. Johns Forest Community Development District

District Manager: _____

Date: _____

Printed Name: _____

St. Johns Forest Community Development District



Berger, Toombs, Elam, Gaines & Frank

Certified Public Accountants PL

600 Citrus Avenue
Suite 200
Fort Pierce, Florida 34950

772/461-6120 // 461-1155
FAX: 772/468-9278

October 14, 2025

St. Johns Forest Community Development District
Inframark LLC
11555 Heron Bay Blvd, Suite 201
Coral Springs, FL 33076

The Objective and Scope of the Audit of the Financial Statements

You have requested that Berger, Toombs, Elam, Gaines & Frank CPAs PL (“we”) audit St. Johns Forest Community Development District’s, (the “District”), governmental activities and each major fund as of and for the year ending September 30, 2025, which collectively comprise the District’s basic financial statements. We are pleased to confirm our acceptance and our understanding of this audit engagement by means of this letter for the year ending September 30, 2025, and thereafter if mutually agreed upon by St. Johns Forest Community Development District and Berger, Toombs, Elam, Gaines & Frank.

The objectives of our audit are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor’s report that includes our opinion. Reasonable assurance is a high level of assurance but is not absolute assurance and therefore is not a guarantee that an audit conducted in accordance with auditing standards generally accepted in the United States of America (“GAAS”) and *Government Auditing Standards* issued by the Comptroller General of the United States (“GAS”) will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if there is a substantial likelihood that, individually or in the aggregate, they would influence the judgment made by a reasonable user based on the financial statements. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of controls.

The Responsibilities of the Auditor

We will conduct our audit in accordance with GAAS and GAS. Those standards require that we comply with applicable ethical requirements. As part of an audit in accordance with GAAS and GAS, we exercise professional judgement and maintain professional skepticism throughout the audit. We also:

1. Identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, based on an understanding of the entity and its environment, the applicable financial reporting framework, and the entity’s system of internal control, design and perform audit procedures responsive to those risks, and obtain audit evidence that is sufficient and appropriate to provide a basis for our opinion;

Fort Pierce / Stuart



Berger, Toombs, Elam,
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St. Johns Forest Community Development District
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2. Consider the entity's system of internal control in order to design audit procedures that are appropriate in the circumstances but not for the purpose of expressing an opinion on the effectiveness of the District's internal control. However, we will communicate to you in writing concerning any significant deficiencies or material weaknesses in internal control relevant to the audit of the financial statements that we have identified during the audit;
3. Evaluate the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluate the overall presentation of the financial statements, including the disclosures, and whether the financial statements represent the underlying transactions and events in a manner that achieves fair presentation; and
4. Conclude, based on the audit evidence obtained, whether there are conditions or events, considered in the aggregate, that raise substantial doubt about the District's ability to continue as a going concern for the reasonable period of time.

Because of the inherent limitations of an audit, together with the inherent limitations of controls, an unavoidable risk that some material misstatements may not be detected exists, even though the audit is properly planned and performed in accordance with GAAS and GAS. Because the determination of waste or abuse is subjective, GAS does not require auditors to perform specific procedures to detect waste or abuse in financial statement audits.

We will also communicate to the Board (a) any fraud involving senior management and fraud (whether caused by senior management or other employees) that causes a material misstatement of the financial statements that becomes known to us during the audit, and (b) any instances of noncompliance with laws and regulations that we become aware of during the audit (unless they are clearly inconsequential).

We will maintain our independence in accordance with the standards of the American Institute of Certified Public Accountants ("AICPA") and GAS.

The Responsibilities of Management and Identification of the Applicable Financial Reporting Framework

Management is responsible for:

1. Identifying and ensuring that the District complies with the laws and regulations applicable to its activities, and for informing us about all known violations of such laws or regulations, other than those that are clearly inconsequential;



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2. 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 District involving management, employees who have significant roles in internal control, and others where the fraud could have a material effect on the financial statements; and
3. Informing us of its knowledge of any allegations of fraud or suspected fraud affecting the District received in communications from employees, former employees, analysts, regulators, short sellers, vendors, customers or others.

Management is responsible for the required supplementary information ("RSI") which accounting principles generally accepted in the United States of America ("U.S. GAAP") require to be presented to supplement the basic financial statements.

The Board is responsible for informing us of its views about the risks of fraud, waste or abuse within the District, and its knowledge of any fraud, waste or abuse or suspected fraud, waste or abuse affecting the District.

Our audit will be conducted on the basis that management acknowledges and understands that it has responsibility:

1. For the preparation and fair presentation of the financial statements in accordance with U.S. GAAP;
2. To evaluate subsequent events through the date the financial statements are issued. Management also agrees that it will not conclude on subsequent events earlier than the date of the management representation letter referred to below;
3. For the design, implementation and maintenance of internal control relevant to the preparation of fair presentation of financial statements that are free from material misstatement, whether due to fraud or error;
4. For report distribution; and
5. To provide us with:
 - a. Access to all information of which management is aware that is relevant to the preparation and fair presentation of the financial statements including information relevant to disclosures;
 - b. Information relevant to the preparation and fair presentation of the financial statements, when needed, to allow for the completion of the audit in accordance with the proposed timeline;
 - c. Additional information that we may request from management for the purpose of the audit; and



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- d. Unrestricted access to persons within the District from whom we determine it necessary to obtain audit evidence.

As part of our audit process, we will request from management written confirmation concerning representations made to us in connection with the audit, including among other items:

1. That management has fulfilled its responsibilities as set out in the terms of this Engagement Letter; and
2. That it believes 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.

Reporting

We will issue a written report upon completion of our audit of the District's financial statements. Our report will be addressed to the Board of Supervisors of the District. Circumstances may arise in which our report may differ from its expected form and content based on the results of our audit. Depending on the nature of these circumstances, it may be necessary for us to modify our opinion, or add an emphasis-of-matter paragraph or other-matter paragraph to our auditor's report.

If circumstances arise relating to the condition of the District's records, the availability of appropriate audit evidence or indications of a significant risk of material misstatement of the financial statements because of error, fraudulent financial reporting or misappropriation of assets which, in our professional judgement, prevent us from completing the audit or forming an opinion, we retain the unilateral right to take any course of action permitted by professional standards, including, but not limited to, declining to express an opinion or issue a report, or withdrawing from the engagement.

In addition to our report on the District's financial statements, we will also issue the following reports:

1. Report on Internal Control Over Financial Reporting and on Compliance and Other Matters Based on an Audit of Financial Statements Performed in Accordance with GAS;
2. Auditor General Management Letter, if applicable; and
3. Report on Compliance with Section 218.415, Florida Statutes, if applicable.



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Records and Assistance

During the course of our engagement, we may accumulate records containing data that should be reflected in the District's books and records. The District will determine that all such data, if necessary, will be so reflected. Accordingly, the District will not expect us to maintain copies of such records in our possession.

The assistance to be supplied by District personnel, including the preparation of schedules and analyses of accounts, will be discussed and coordinated with a designated individual, serving on behalf of management. The timely and accurate completion of this work is an essential condition to our completion of the audit and issuance of our audit report.

Non-audit Services

In connection with our audit, you have requested us to perform the following non-audit services:

1. Assistance in drafting the District's financial statements in accordance with accounting principles generally accepted in the United States of America, based on information provided by the District. While we will assist in drafting the financial statements, management retains responsibility for the financial statements, including their fair presentation, the selection and application of accounting principles, the accuracy and completeness of the underlying financial information, and for reviewing, approving, and accepting the financial statements prior to their issuance. Management is also responsible for establishing and maintaining effective internal controls relevant to the financial reporting process.

GAS independence standards require that the auditor maintain independence so that opinions, findings, conclusions, judgments, and recommendations will be impartial and viewed as impartial by reasonable and informed third parties. Before we agree to provide a non-audit service to the District, we determine whether providing such a service would create a significant threat to our independence for GAS audit purposes, either by itself or in aggregate with other non-audit services provided. A critical component of our determination is consideration of management's ability to effectively oversee the non-audit services to be performed. The District has agreed to designate an individual, serving on behalf of management, who possesses suitable skill, knowledge, and experience, and who understands the non-audit services to be performed and described above sufficiently to oversee them. Accordingly, the management of the District agrees to the following:

1. The District will designate a qualified individual, serving in a management capacity, who possesses suitable skill, knowledge, and experience to oversee the services;
2. The designated individual will assume all management responsibilities for the subject matter and scope of the non-audit service described above;



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3. The District will evaluate the adequacy and results of the services performed; and
4. The District accepts responsibility for the results and ultimate use of the services.

GAS further requires that we establish an understanding with the District's management or those charged with governance of the objectives of the non-audit services, the services to be performed, the District's acceptance of its responsibilities, the auditor's responsibilities, and any limitations of the non-audit services. We believe this Engagement Letter documents that understanding.

Other Relevant Information

In accordance with GAS, a copy of our most recent peer review report has been provided to you, for your information.

Fees and Costs

Our fees for the services described above are based upon the value of the services performed and the time required by the individuals assigned to the engagement, plus direct expenses. Billings are due upon submission. Our fee for the services described in this letter for the year ending September 30, 2025 will not exceed \$3,900 unless the scope of the engagement is changed, the assistance which the District has agreed to furnish is not provided, or unexpected conditions are encountered, in which case we will discuss the situation with you before proceeding. Our fee and the timely completion of our work are based on anticipated cooperation from District personnel, timely responses to our inquiries, timely completion and delivery of client assistance requests, timely communication of all significant accounting and financial reporting matters, and the assumption that no unexpected circumstances will be encountered during the engagement. All other provisions of this letter will survive any fee adjustment.

Use and Ownership; Access to Audit Documentation

The Audit Documentation for this engagement is the property of Berger, Toombs, Elam, Gaines, & Frank. For the purposes of this Engagement Letter, the term "Audit Documentation" shall mean the confidential and proprietary records of Berger, Toombs, Elam, Gaines, & Frank's audit procedures performed, relevant audit evidence obtained, other audit-related workpapers, and conclusions reached. Audit Documentation shall not include custom-developed documents, data, reports, analyses, recommendations, and deliverables authored or prepared by Berger, Toombs, Elam, Gaines, & Frank for the District under this Engagement Letter, or any documents belonging to the District or furnished to Berger, Toombs, Elam, Gaines, & Frank by the District.



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Review of Audit Documentation by a successor auditor or as part of due diligence is subject to applicable Berger, Toombs, Elam, Gaines, & Frank policies, and will be agreed to, accounted for and billed separately. Any such access to our Audit Documentation is subject to a successor auditor signing an Access and Release Letter substantially in Berger, Toombs, Elam, Gaines, & Frank's form. Berger, Toombs, Elam, Gaines, & Frank reserves the right to decline a successor auditor's request to review our Audit Documentation.

In the event we are required by government regulation, subpoena or other legal process to produce our documents or our personnel as witnesses with respect to our engagement for the District, the District will, so long as we are not a party to the proceeding in which the information is sought, reimburse us for our professional time and expenses, as well as the fees and expenses of our counsel, incurred in responding to such requests.

Indemnification, Limitation of Liability, and Claim Resolution

Because we will rely on the District and its management and Board of Supervisors to discharge the foregoing responsibilities, the District agrees to indemnify, hold harmless and releases Berger, Toombs, Elam, Gaines & Frank, its partners, directors, and employees from all third-party claims, liabilities, losses and costs arising in circumstances where there has been a knowing misrepresentation by a member of the District's management.

The District and Berger, Toombs, Elam, Gaines & Frank agree that no claim arising out of, from, or relating to the services rendered pursuant to this engagement letter shall be filed more than two years after the date of the audit report issued by Berger, Toombs, Elam, Gaines & Frank or the date of this engagement letter if no report has been issued. To the fullest extent permitted by Florida law, our firm shall not be liable for any loss of profits, business interruption, or other consequential, incidental, or punitive damages. In all circumstances, the total liability for any claim arising from this engagement will not exceed the total amount of the fees paid by the District to Berger, Toombs, Elam, Gaines & Frank under this engagement letter. Notwithstanding the foregoing, nothing in this limitation of liability provision shall, or shall be interpreted or construed to, relieve the District of its payment obligations to Berger, Toombs, Elam, Gaines & Frank under this Engagement Letter.

Confidentiality

Berger, Toombs, Elam, Gaines & Frank is committed to the safe and confidential treatment of the District's proprietary information. Berger, Toombs, Elam, Gaines & Frank is required to maintain the confidential treatment of client information in accordance with relevant industry professional standards which govern the provision of services described herein. The District agrees that it will not provide Berger, Toombs, Elam, Gaines & Frank with any unencrypted electronic confidential or proprietary information, and the parties agree to utilize commercially reasonable measures to maintain the confidentiality of the District's information, including the use of collaborate sites to ensure the safe transfer of data between the parties.



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Retention of Records

We will return to you all original records you provide to us in connection with this engagement. Further, in addition to providing you with those deliverables set forth in this Engagement Letter, upon request, we will provide you with a copy of any records we prepare or accumulate in connection with such deliverables which are not otherwise reflected in your books and records without which your books and records would be incomplete. You have the sole responsibility for retaining and maintaining in your possession or custody all of your financial and non-financial records related to this engagement. We will not host, and will not accept responsibility to host, any of your records. We, however, may maintain a copy of any records of yours necessary for us to comply with applicable law and/or professional standards or to exercise our rights under this Engagement Letter. Any such records retained by us will be destroyed in accordance with our record retention policies.

Termination

Either party hereto may terminate this Engagement Letter for any reason upon fifteen (15) days' prior written notice to the other party. In the event the District terminates this engagement, the District will pay us for all services rendered, expenses incurred, and noncancelable commitments made by us on the District's behalf through the effective date of termination.

Either party may terminate this Engagement Letter upon written notice if: (i) circumstances arise that in its judgment cause its continued performance to result in a violation of law, a regulatory requirement, applicable professional or ethical standards, or in the case of Berger, Toombs, Elam, Gaines, & Frank, our client acceptance or retention standards; or (ii) if the other party is placed on a Sanctioned List, or if any director or executive of, or other person closely associated with such other party or its affiliate, is placed on a Sanctioned List.

Neither Berger, Toombs, Elam, Gaines & Frank nor the District shall be responsible for any delay or failure in its performance resulting from acts beyond our reasonable control or unforeseen or unexpected circumstances, such as, but not limited to, acts of God, government or war, riots or strikes, disasters, fires, floods, epidemics, pandemics, or outbreaks of communicable disease, cyberattacks, and internet or other system or network outages. At the District's option, the District may terminate this Engagement Letter where our services are delayed more than 120 days; however, the District is not excused from paying us for all amounts owed for services rendered and deliverables provided prior to the termination of this Engagement Letter.

The parties agree that those provisions of this Engagement Letter which, by their context, are intended to survive, including, but not limited to, payment, limitations on liability, claim resolution, use and ownership, and confidentiality obligations, shall survive the termination of this Engagement Letter.



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Certified Public Accountants P.L.L.C.

St. Johns Forest Community Development District
October 14, 2025
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Miscellaneous

We may mention your name and provide a general description of the engagement in our client lists and marketing materials.

Each party hereto affirms it has not been placed on a Sanctioned List (as defined below) and will promptly notify the other party upon becoming aware that it has been placed on a Sanctioned List at any time throughout the duration of this Engagement Letter. The District shall not, and shall not permit third parties to, access or use any of the deliverables provided for hereunder, or Third-Party Products provided hereunder, in violation of any applicable sanctions laws or regulations, including, but not limited to, accessing or using the deliverables provided for hereunder or any Third-Party Products from any territory under embargo by the United States. The District shall not knowingly cause Berger, Toombs, Elam, Gaines & Frank to violate any sanctions applicable to Berger, Toombs, Elam, Gaines & Frank. As used herein "Sanctioned List" means any sanctioned person or entity lists promulgated by the Office of Foreign Assets Control of the U.S. Department of the Treasury and the U.S. State Department.

Any term of this Engagement Letter that would be prohibited by or impair our independence under applicable law or regulation shall not apply, to the extent necessary only to avoid such prohibition or impairment.

Governing Law

This Engagement Letter, including, without limitation, its validity, interpretation, construction, and enforceability, and any dispute, litigation, suit, action, claim, or other legal proceeding arising out of, from, or relating in any way to this Engagement Letter, any provisions herein, a report issued or the services provided hereunder, will be governed and construed in accordance with the laws of the State of Florida, without regard to its conflict of law principles, and applicable U.S. federal law.

Entire Agreement

This Engagement Letter constitutes the entire agreement between Berger, Toombs, Elam, Gaines & Frank and the District, and supersedes all prior agreements, understandings, and proposals, whether oral or written, relating to the subject matter of this Engagement Letter including any separate nondisclosure agreement executed between the parties.

If any term or provision of this Engagement Letter is determined to be invalid or unenforceable, such term or provision will be deemed stricken and all other terms and provisions will remain in full force and effect.

This Engagement Letter may be amended or modified only by a written instrument executed by both parties.



Berger, Toombs, Elam,
Gaines & Frank
Certified Public Accountants PL

St. Johns Forest Community Development District
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Electronic Signatures and Counterparts

This Engagement Letter may be executed in one or more counterparts, each of which will be deemed to be an original, but all of which taken together will constitute one and the same instrument. Each party agrees that any electronic signature of a party to this Engagement Letter or any electronic signature to a document contemplated hereby (including any representation letter) is intended to authenticate such writing and shall be as valid and have the same force and effect as a manual signature.

Acknowledgement and Acceptance

Each party acknowledges that it has read and agrees to all of the terms contained herein. Each party and its signatory below represent that said signatory is a duly authorized representative of such party and has the requisite power and authority to bind such party to the undertakings and obligations contained herein.

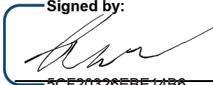
Please sign and return this letter to indicate your acknowledgment of, and agreement with, the terms of this Engagement Letter.

Sincerely,

BERGER, TOOMBS, ELAM, GAINES & FRANK
CERTIFIED PUBLIC ACCOUNTANTS PL

Melissa Marlin, CPA

Confirmed on behalf of the addressee:

Signed by: 
Sign: _____
5CF20320EBE14B6...
Title: Chair
Date: 10/31/2025



6815 Dairy Road
Zephyrhills, FL 33542

813.788.2155
BodinePerry.com

Report on the Firm's System of Quality Control

To the Partners of
Berger, Toombs, Elam, Gaines & Frank, CPAs, PL
and the Peer Review Committee of the Florida Institute of Certified Public Accountants

November 30, 2022

We have reviewed the system of quality control for the accounting and auditing practice of Berger, Toombs, Elam, Gaines & Frank, CPAs, PL (the firm), in effect for the year ended May 31, 2022. Our peer review was conducted in accordance with the Standards for Performing and Reporting on Peer Reviews established by the Peer Review Board of the American Institute of Certified Public Accountants (Standards).

A summary of the nature, objectives, scope, limitations of, and the procedures performed in a System Review as described in the Standards may be found at aicpa.org/prsummary. The summary also includes an explanation of how engagements identified as not performed or reported in conformity with applicable professional standards, if any, are evaluated by a peer reviewer to determine a peer review rating.

Firm's Responsibility

The firm is responsible for designing a system of quality control and complying with it to provide the firm with reasonable assurance of performing and reporting in conformity with applicable professional standards in all material respects. The firm is also responsible for evaluating actions to promptly remediate engagements deemed as not performed or reported in conformity with professional standards, when appropriate, and for remediating weaknesses in its system of quality control, if any.

Peer Reviewer's Responsibility

Our responsibility is to express an opinion on the design of the system of quality control, and the firm's compliance therewith based on our review.

Required Selections and Considerations

Engagements selected for review included engagements performed under *Government Auditing Standards*, including a compliance audit under the Single Audit Act.

As a part of our peer review, we considered reviews by regulatory entities as communicated by the firm, if applicable, in determining the nature and extent of our procedures.

Opinion

In our opinion, the system of quality control for the accounting and auditing practice of Berger, Toombs, Elam, Gaines & Frank, CPAs, PL, in effect for the year ended May 31, 2022, has been suitably designed and complied with to provide the firm with reasonable assurance of performing and reporting in conformity with applicable professional standards in all material respects. Firms can receive a rating of *pass*, *pass with deficiency(ies)*, or *fail*. Berger, Toombs, Elam, Gaines & Frank, CPAs, PLC, has received a peer review rating of *pass*.



Bodine Perry

(BERGER_REPORT22)

**ADDENDUM TO ENGAGEMENT LETTER BETWEEN BERGER, TOOMBS,
ELAM, GAINES AND FRANK AND ST. JOHNS FOREST COMMUNITY
DEVELOPMENT DISTRICT
(DATED OCTOBER 14, 2025)**

Public Records. Auditor shall, pursuant to and in accordance with Section 119.0701, Florida Statutes, comply with the public records laws of the State of Florida, and specifically shall:

- a. Keep and maintain public records required by the District to perform the services or work set forth in this Agreement; and
- b. Upon the request of the District's custodian of public records, provide the District with a copy of the requested records or allow the records to be inspected or copied within a reasonable time at a cost that does not exceed the cost provided in Chapter 119, Florida Statutes, or as otherwise provided by law; and
- c. Ensure that public records that are exempt or confidential and exempt from public records disclosure requirements are not disclosed except as authorized by law for the duration of the contract term and following completion of the Agreement if the Auditor does not transfer the records to the District; and
- d. Upon completion of the Agreement, transfer, at no cost to the District, all public records in possession of the Auditor or keep and maintain public records required by the District to perform the service or work provided for in this Agreement. If the Auditor transfers all public records to the District upon completion of the Agreement, the Auditor shall destroy any duplicate public records that are exempt or confidential and exempt from public disclosure requirements. If the Auditor keeps and maintains public records upon completion of the Agreement, the Auditor shall meet all applicable requirements for retaining public records. All records stored electronically must be provided to the District, upon request from the District's custodian of public records, in a format that is compatible with the information technology systems of the District.

Auditor acknowledges that any requests to inspect or copy public records relating to this Agreement must be made directly to the District pursuant to Section 119.0701(3), Florida Statutes. If notified by the District of a public records request for records not in the possession of the District but in possession of the Auditor, the Auditor shall provide such records to the District or allow the records to be inspected or copied within a reasonable time. Auditor acknowledges that should Auditor fail to provide the public records to the District within a reasonable time, Auditor may be subject to penalties pursuant to Section 119.10, Florida Statutes.

IF THE AUDITOR HAS QUESTIONS REGARDING THE APPLICATION OF CHAPTER 119, FLORIDA STATUTES, TO THE AUDITOR'S DUTY TO PROVIDE PUBLIC RECORDS RELATING TO THIS AGREEMENT/CONTRACT, THE AUDITOR MAY CONTACT THE CUSTODIAN OF PUBLIC RECORDS FOR THE DISTRICT AT:

**INFRAMARK
INFRASTRUCTURE MANAGEMENT SERVICES
11555 HERON BAY BLVD, SUITE 201
CORAL SPRINGS, FL 33076
TELEPHONE: 954-603-0033
EMAIL: _____**

E-VERIFY REQUIREMENTS. Auditor shall comply with and perform all applicable provisions of Section 448.095, *Florida Statutes*. Accordingly, beginning January 1, 2021, to the extent required by Florida Statute, Auditor shall register with and use the United States Department of Homeland Security's E-Verify system to verify the work authorization status of all newly hired employees. The District may terminate this Agreement immediately for cause if there is a good faith belief that the Auditor has knowingly violated Section 448.091, Florida Statutes.

If the Auditor anticipates entering into agreements with a subcontractor for the Work, Auditor will not enter into the subcontractor agreement without first receiving an affidavit from the subcontractor regarding compliance with Section 448.095, *Florida Statutes*, and stating that the subcontractor does not employ, contract with, or subcontract with an unauthorized alien. Auditor shall maintain a copy of such affidavit for the duration of the agreement and provide a copy to the District upon request.

In the event that the District has a good faith belief that a subcontractor has knowingly violated Section 448.095, *Florida Statutes*, but the Auditor has otherwise complied with its obligations hereunder, the District shall promptly notify the Auditor. The Auditor agrees to immediately terminate the agreement with the subcontractor upon notice from the District. Further, absent such notification from the District, the Auditor or any subcontractor who has a good faith belief that a person or entity with which it is contracting has knowingly violated s. 448.09(1), Florida Statutes, shall promptly terminate its agreement with such person or entity.

By entering into this Agreement, the Auditor represents that no public employer has terminated a contract with the Auditor under Section 448.095(2)(c), *Florida Statutes*, within the year immediately preceding the date of this Agreement.

Auditor: Melissa Marlin

By:  _

Title: Director

Date: October 14, 2025

**District: St. Johns Forest
Community Development District**

By:  _
Signed by: SCF20326EBE14B6...

Title: Chair

Date: 10/31/2025