

# **HIGHLANDS COMMUNITY DEVELOPMENT DISTRICT**

## **MEETING AGENDA**

**Wednesday, October 15, 2025 at  
6:00 PM Meeting to be held at:**

**Highlands Community Center  
11102 Ayersworth Glen Blvd., Wimauma,  
FL 33598**



313 CAMPUS STREET  
CELEBRATION, FL 34747  
(407) 566-1935

# Highlands Community Development District

## Board of Supervisors

Kangelia Baxter, Chairman  
Mark Bouthot, Vice Chairman  
Orlando Echevarria, Assistant Secretary  
Trang Chu, Assistant Secretary  
Joanna Pharo, Assistant Secretary

## Staff:

Kristee Cole, District Manager  
Dan Lewis, District Counsel  
Stephen Brletic, District Engineer  
Brittany West, Onsite Manager  
Jason Jaszczak, Advanced Aquatic  
Epi Carvajal, PineLake  
Gail Huff, Sprinkler Solutions

## Meeting Agenda Wednesday, October 15, 2025 – 6:00 p.m.

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1. **Call to Order and Roll Call**
2. **Adoption of the agenda**
3. **Audience Comments** – *Three- (3) Minute Time Limit*
4. **Staff Reports**
  - A. Aquatics Inspection Report.....Page 4
  - B. Field Inspection Report.....Page 16
  - C. Landscape Report
    - 1.Consideration of Proposal for Entrance Flower Beds.....Page 21
    - 2.Consideration of Proposal for Tree Removal & Replacement .....Page 28
    - 3.Consideration of Proposal for Tree Removal .....Page 35
    - 4.Consideration of Proposal for Brazilian Pepper Removal .....Page 42
    - 5.Consideration of Proposal for Stump Removal .....Page 49
    - 6.Consideration of Proposal for Oak Trees Replacement .....Page 56
    - 7.Consideration of Proposal for Oak Trees Elevation .....Page 63
    - 8.Consideration of Proposal for Red Maples Removal .....Page 70
    9. Consideration of Bracing the Trees
  - D. Irrigation Report.....Page 77
  - E. District Engineer
  - F. District Counsel
    1. Discussion of Open Carry Gun Law
  - G. District Manager
  - H. Onsite Manager
    - 1.Onsite Manager Report.....Page 78
5. **Business Items**
  - A. Consideration of Proposal for Dog Waste Station.....Page 80
  - B. Consideration of Painting Proposal.....Page 84
  - C. Consideration of Soundproofing Proposals.....Page 85
  - D. Consideration of Pressure Washing Proposal .....Page 102
  - E. Consideration of Proposal for Entrance Fountain Maintenance.....Page 103
  - F. Consideration of Resolution 2026-01, Amending the Fiscal Year 2024-2025 Budget.....Page 105
  - G. Discussion of Easement Clearing from Resident
  - H. Discussion Regarding Complete IT Contract

## District Office:

313 Campus Street  
Celebration FL 34747  
<http://www.highlandscdd.com>

## Meeting Location:

Ayersworth Glen Clubhouse  
11102 Ayersworth Glen Blvd.  
Wimauma, FL 3359

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Epi Carvajal, PineLake  
Gail Huff, Sprinkler Solutions

- I. Discussion of No Parking Location
- J. Discussion Regarding the Rates
- K. Discussion of Community Craft Fairs Event
- 6. Business Administration**
  - A. Consideration of Minutes from the Meeting held on September 17, 2025  
(Under Separate Cover)
  - B. Consideration of September 2025 Check Register .....Page 113
- 7. Supervisor Requests**
- 8. Audience Comments – Three- (3) Minute Time Limit**
- 9. Adjournment**

*The next meeting is scheduled for Wednesday, November 19, 2025, at 6:00 p.m.*

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## Meeting Location:

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# Highlands Community Development District Waterway Inspection Report

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**Reason for Inspection:**  
Quality Assurance

**Inspection Date:**  
10/3/2025

**Prepared for:**  
Highlands  
Community Development District

**Prepared by:**  
Jacob Adams, Project Manager & Biologist

[www.AdvancedAquatic.com](http://www.AdvancedAquatic.com)  
[lakes@advancedaquatic.com](mailto:lakes@advancedaquatic.com)

292 S. Military Trail, Deerfield Beach, FL 33442  
Locations in: Deerfield Beach, Fort Myers, Port St. Lucie, and Clearwater/Tampa  
1-800-491-9621



## Site Assessments

### Pond 16

#### **Comments:**

Site Looks Good

Algae and shoreline weeds were previously targeted for treatment and positive results were observed. The littoral shelf was also recently treated and positive results were seen. A very minimal amount of algae remains. This will be targeted for treatment during the upcoming visits. No other issues were observed.



### Pond 7

#### **Comments:**

Site Looks Good

This pond looks great. No algae or Slender Spike Rush was observed during today's inspection and past treatments have remained effective.

No issues were observed with algae, submersed weeds, or shoreline weeds.



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## Site Assessments

### Pond 8

#### **Comments:**

Normal Growth Observed

The algae and Slender Spike Rush were previously treated and positive results were observed in a reduction of both. Only a very minimal amount of algae was observed and will continue to be targeted during routine maintenance visits. No issues were observed with shoreline weeds.



### Pond 6

#### **Comments:**

Normal Growth Observed

Shoreline weed treatments have previously targeted Primrose Willow, Pennywort, Torpedograss, Alligator weed, and algae. Positive results were observed on all of these treatments that were performed. A very minimal amount of new algae growth remains. This will be targeted for treatment during the upcoming visits. No issues were seen with submersed weeds or shoreline weeds.



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## Site Assessments

### Pond 1

#### **Comments:**

Normal Growth Observed

A very minimal amount of algae was observed on this pond, in just a few areas around the shoreline perimeter. This new growth will be targeted for treatment during routine maintenance visits. No issues were observed with submersed weeds or shoreline weeds. The open water area looks great.



### Pond CM

#### **Comments:**

Normal Growth Observed

Previous treatments for algae and Slender Spike Rush were effective and have shown great results. A very minimal amount of Slender Spike Rush remains and will continue to be targeted for treatment. No issues were observed with algae or shoreline weeds.



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## Site Assessments

### Pond 17

#### **Comments:**

Site Looks Good

This pond looks great overall. Torpedograss treatments in the littoral shelf have continued and have shown some positive results. More Torpedograss remains and will continue to be targeted in that area. On the rest of the pond no issues were observed with algae, submersed weeds, or shoreline weeds. Previously performed shoreline weed treatments continue to show positive results.



### Pond 15A

#### **Comments:**

Normal Growth Observed

A minor amount of new algae growth was observed in this pond. This new growth was windblown and in one location pictured below, and will be targeted for treatment during the upcoming maintenance visit. No other issues were observed with submersed weeds or shoreline weeds.



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## Site Assessments

### Pond 15B

#### **Comments:**

Normal Growth Observed

This pond looks good overall. A minimal amount of algae was observed due to the high temperatures and shallow conditions. The invasive weed growth has been reduced. No issues were observed with submersed weeds or shoreline weeds.



### Pond 12

#### **Comments:**

Normal Growth Observed

A very minimal amount of Slender Spike Rush was observed on the southern bank. Overall, this pond looks good with just a minor amount of new growth. This new growth will be targeted for treatment during the upcoming visits. No issues were observed with submersed weeds or shoreline weeds.



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## Site Assessments

### Pond 14

#### Comments:

Site Looks Good

This pond continues to look great. No issues were observed with algae, submersed weeds, or other shoreline weeds. Shoreline weeds were previously treated and positive results were seen.



### Pond 13

#### Comments:

Site Looks Good

This pond looks good. The littoral shelf area was previously treated for algae and positive results were observed. The littoral shelf area looks great, as well as the open water area of the pond. No issues were observed with algae, submersed weeds, or shoreline weeds.



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## Site Assessments

### Pond 20 North

#### Comments:

Normal Growth Observed

Previous Slender Spike Rush and algae treatments have shown to be effective and positive results were observed. The Slender Spike Rush and algae has been reduced and the remaining amount is decomposing. No issues were observed with shoreline weeds.



### Pond PH2-3A West

#### Comments:

Normal Growth Observed

Previously algae and Slender Spike Rush were treated and both have shown a reduction. A minimal amount of Slender Spike Rush was observed on this pond. This will continue to be targeted for further reduction. No issues were observed with algae or shoreline weeds.



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## Site Assessments

### Pond PH2-3A East

#### Comments:

Normal Growth Observed

A very minimal amount of algae was observed on this pond. Algae treatments have shown positive results recently at keeping new growth to a minimum. No issues were observed with submersed weeds or shoreline weeds.



### Pond 3C

#### Comments:

Normal Growth Observed

Previous treatments for Slender Spike Rush and algae have shown positive results. No issues were observed with algae and only a minimal amount of Slender Spike Rush remain. The remaining amount will be targeted during routine maintenance visits. No other issues were observed with algae or shoreline weeds.



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## Site Assessments

### Pond 3C-1

**Comments:**

Normal Growth Observed

Previous shoreline weeds and Slender Spike Rush treatments have shown positive results. A minimal amount of algae was observed around the outflow structure. This will be targeted for treatment during the upcoming visits. No issues were observed with submersed weeds or shoreline weeds.



### Pond 3B

**Comments:**

Normal Growth Observed

A new growth of algae and Slender Spike Rush were observed on this pond. This will be targeted for treatment during the upcoming visits. No issues were observed with shoreline weeds.



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## Site Assessments

### Pond PH5

#### **Comments:**

Normal Growth Observed

A minimal amount of Slender Spike Rush and algae were observed on this pond. These will be targeted for treatment during the upcoming visits. No issues were observed with shoreline weeds.



### Pond 20 South

#### **Comments:**

Site Looks Good

This pond looks great. Shoreline weeds and Slender Spike Rush were previously treated and positive results were observed. No issues were observed with algae, submersed weeds, or shoreline weeds.



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Map



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## Highlands CDD

Tuesday, 30 September 2025

Prepared For Board Of Supervisors

14 Item Identified

14 Item Incomplete

A handwritten signature in black ink, appearing to read "Jason Liggett".

Jason Liggett

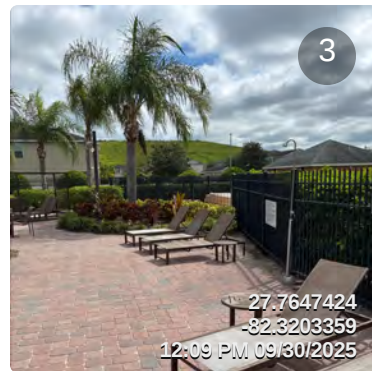
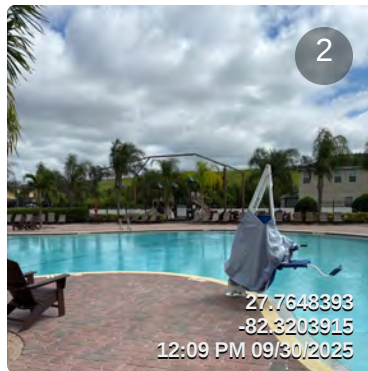
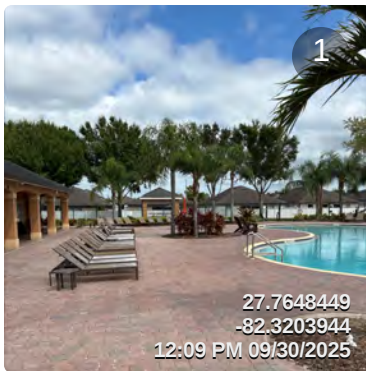
Lead District Field Coordinator



## Item 1

Assigned To: Board

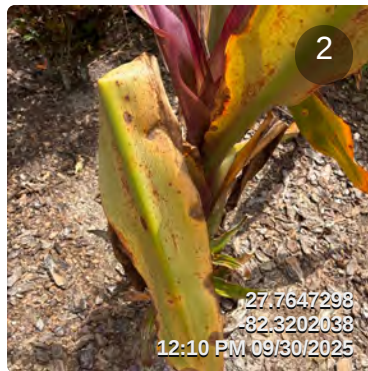
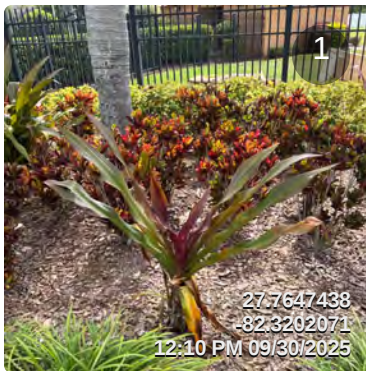
Pool seating is back out we are now waiting for the inspector to come out before the pool can be open.



## Item 2

Assigned To: Pine lake

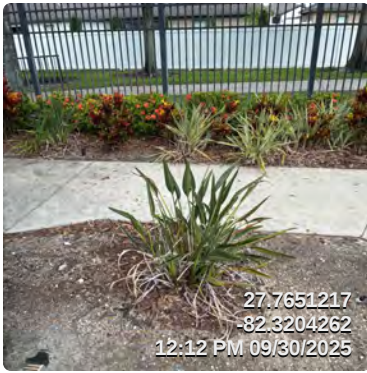
Treat the crinum lilies on the southeast side of the amenity center with fungicides make sure we do follow up applications. These will need to be done every 12 days.



## Item 3

Assigned To: Pine Lake

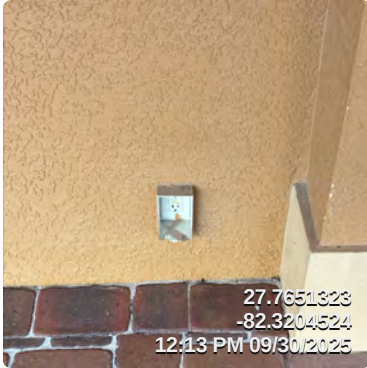
Remove palms boots in the bed spaces throughout the pool area. Make sure we are policing for these during every visit.



#### Item 4

Assigned To: [Pine Lake](#)

Remove the dead in the Bird Of Paradise on the north side of the pool area near the walkway.



#### Item 5

Assigned To: [Onsite Staff](#)

We are missing a cover for the electric outlet along the back sitting area under the covered pool area. Is this something maintenance staff can complete.



#### Item 6

Assigned To: [Onsite Staff](#)

Screw in the lifted lip for the expansion drain. Make sure it is snug and there is no lip.



#### Item 7

Assigned To: [Pine Lake](#)

Continue to work on improving the vigor in the dwarf ixora in front of the amenity center.

#### Item 8

Assigned To: [Onsite Staff](#)

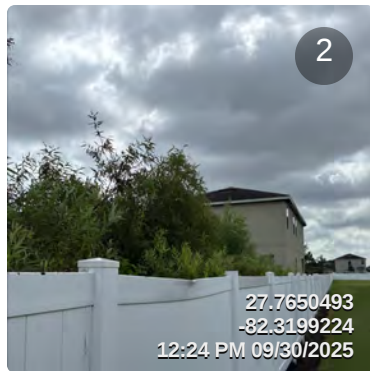
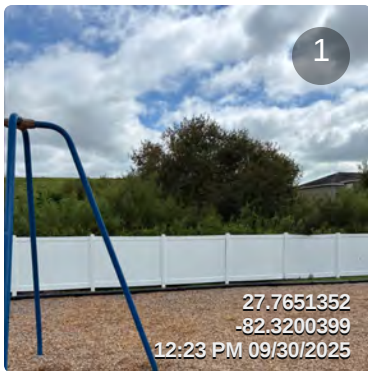
There is still mildew on the window sills on the north side of the amenity center. We need to remove the screen and clean it off.



### Item 9

Assigned To: Board

Pine lake has addressed the conservation area coming over the fence on the backside of the playground thank you.



### Item 10

Assigned To: Board

Mud dauber and spider webs have been addressed in the covered seating areas to the south of the amenity center.

### Item 11

Assigned To: Board

Car damage at the highland meadows entrance. Epi is working on proposals to get this repaired.





## Item 12

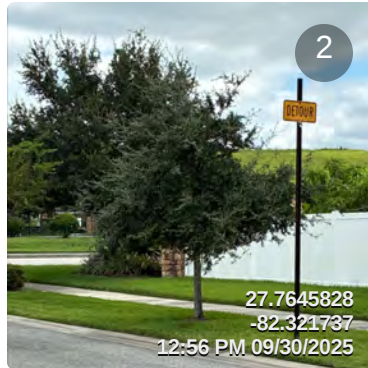
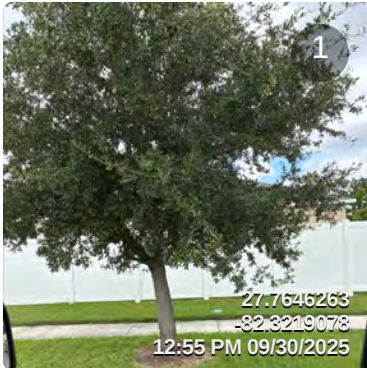
Assigned To: [Pine Lake](#)

Remove the stink vine in the Indian Hawthorne at the highland meadows entrance.

## Item 13

Assigned To: [Pine Lake](#)

Lift the oak trees at the stonegate entrance on the inbound and outbound side.



## Item 14

Assigned To: [Pine Lake](#)

Lift the oak trees at the Haddon Mist drive entrance.





Proposal #7046

Highlands Annuals Proposal Enhancement Proposal 10/2025

**Date** 10/9/2025  
**Customer** Kristee Cole | Inframark | 313 Campus Street | Celebration, FL 34747  
**Property** Highlands CDD | 11102 Ayersworth Glen Blvd | Wimauma, FL 33598

Pine Lake Services, LLC would like to thank you for the opportunity to bid. We look forward to working with you on this project. If you have any questions, please feel free to contact us at any time at projects@pinelakeLLC.com or (813) 948-4736.

Install 100 4.5 inch Annuals at 2 Monuments on 301&Balm Road.  
1 yard of mix soil.  
20 1 Gallon Blue Daze it got damage during the construction.  
2 yards of pine bark mini Nuggets

Annuals Install and plant Replacement

Items	Quantity	Unit
Plant replacement	20.00	EA
Pine bark Installation	12.00	EA
Mix soil	1.00	EA
Annuals Install and plant Replacement :		\$1,980.07
PROJECT TOTAL:		\$1,980.07

Terms & Conditions

## **Terms & Conditions**

### **Payment Terms**

Any proposal exceeding \$5,000 for an enhancement to a Maintenance property, a 50% deposit will be required upon acceptance to schedule job. The remaining 50% balance will be due upon completion of job.

Payments made via credit card will be accepted up to \$4,750 and will include an additional 3% credit card fee. Interest will accrue on all invoices over thirty days old. Past due amounts will accrue interest at a rate of 1.5% per month (18% APR). Client agrees to pay any costs associated with collection, including but not limited to court and attorney's fees as additional sums owed.

### **Exclusions**

The Following matters are excluded from the Work, unless specified in writing to the contrary:

This Proposal price is valid for thirty (30) days. We reserve the right to modify pricing after that time to reflect current market prices.

Site work is excluded unless specified in writing within the Proposal. Site should be at finished grade (within 1" of final grade), with all soils in sod and planting areas to be loose, not compacted, and ready to install landscape material. If site is not at finished grade, Contractor reserves the right to delay until site is properly prepared.

Removal of base material and/or aggregate material within all landscape planting areas, sod areas and other green space areas that impedes or impacts proper planting of plant material and sod.

Soil replacement where base material and/or aggregate material was removed for proper planting

Drainage: Should the Client's property be the lowest elevation in relation to surrounding property or buildings, the Contractor reserves the right to retain an expert to evaluate and propose drainage solutions. All costs for engineering services, as well as the actual drainage work will be at the Client's expense. Unless the Client has a detailed Topographical survey completed, the above clause may come into effect.

Soil, Sod and/or Mulch quantities are estimates only. They do not account for disturbed construction areas or other fluctuations. Invoices will reflect actual quantities used at proposed price per unit.

Conduit and connections for electrical, gas, and all other utilities and services

Site Unknowns: Including, but not limited to, sub-surface conditions/obstacles that create unforeseen labor, equipment, material, or disposal charges

MOT for temporary traffic control

Any Irrigation or utility trenching thru roads, road base, concrete, or rock will incur additional costs

Any cutting or repairing of any hard surface such as asphalt, concrete, pavers or curbs for irrigation or

landscape

We need 72 hours' notice prior to road base material or concrete work is installed so that sleeves and/or road bores are installed

Backflow Connection

Water source for irrigation is based on specifications at the dedicated meter of the location marked on irrigation plan sheet. If a different location of the dedicated water source is established during construction a change order will be entered into to adjust for the costs associated with the new route for mainline and connections.

Man hours required to find installed buried irrigation sleeves or irrigation piping in areas where asphalt, concrete, curbs, or other hard surfaces are installed prior to completing the irrigation system and where markings or stubs have been placed to show location of irrigation sleeves or piping and these markers have been damaged, buried, or removed by others.

Additional man hours required to maintain plant material and/or sod of a landscape and irrigation installation project that:

Has been started by Pine Lake Nursery and Landscape and/or its subcontractors and is interrupted, delayed, impeded, or prohibited, by others from being worked on continuously until the landscape and irrigation project is completed. Pine Lake Nursery and Landscaper and its subcontractors are excluded. Upon completion of the landscape and irrigation installation project as specified in the landscape and irrigation plan sets is considered complete but will not be accepted as completed until the project as a whole is accepted as complete.

Existing tree preservation, barricading, pruning, root pruning, or inventory

Repairs to any erosion control measures that are damaged or inoperative prior to commencement of landscape and irrigation work

Any planting of sod or other ground cover as required by any municipality when construction of landscape and irrigation has ceased or been suspended for more than 30 days that is no fault of the landscape or irrigation contractor or subcontractors

Warranty on transplanted plant material from the project site

Warranty on plant material that is not rated to grow in established USDA plant hardiness growth zone(s)

### **Procedure for Extra Work, Changes and Escalation**

If it shall become necessary for the Contractor to make changes in any designs, drawings, plans, or specifications for any part of the project or reasons over which we have no control, or we are put to any extra work, cost or expense by reason of any act or matter over which it has no control, the Customer will pay to the

work, cost or expense by reason of any act or matter over which it has no control, the Customer will pay to the Contractor a fee for such changed or extra Work calculated on a time and materials basis. All changes to Work or pricing or the terms of this Agreement will be read and understood within the context and meanings of this Agreement unless stated explicitly to the contrary.

Change Order: The quantities or specifications of material as outlined in the Proposal could be adjusted at any time with approval in the form of a signed Change Order. Change Orders will be executed using current market prices

### **Escalation Clause**

In the event of significant delay or price increase of material, equipment, or energy occurring during the performance of the contract through no fault of the Construction Manager, the Contract Sum, time of completion or contract requirements shall be equitably adjusted by Change Order in accordance with the procedures of the Contract Documents. A change in price of an item of material, equipment, or energy will be considered significant when the price of an item increases 5% percent between the date of this Contract and the date of installation

### **Warranty and Tolerances**

Payments Received: The Warranty for the contract is only valid if payment is received in full on acceptance of the work

Diligence: The Contractor agrees to carry out its Work diligently and to provide sufficient supervision and inspection of its staff and subcontractors and that its work will be of proper and professional quality, and in full conformity with the requirements of the contract

Competence: The Contractor warrants that it is competent to perform the Work and that it has the necessary qualifications including knowledge and skill with the ability to use them effectively.

Site Unknowns: It is the responsibility of the Client or the Client's Representative to fully inform the Contractor of all the information regarding site unknowns that may include difficult buried materials, cables, and pipes, tree stumps, drainage or water table issues, rock, and shale sub surfaces and/or other impediments, issues or factors that could otherwise impact the quality, cost and timeliness of project completion. Failure to notify the Contractor may lead to additional costs to the Client (at the Contractor's discretion) and schedule time not included in the proposal and may require changes in design and construction to overcome such problems – all for which the Client will be responsible. Client can avoid such risks by permitting the Contractor to do appropriate soil and ground tests, review the site, and to secure additional required site information from appropriate government and other authorities.

Damaged Utilities: Should damage occur to utilities during construction, the Contractor is only liable for



the cost of the repair. the Contractor is not liable in any way for inconvenience to the Client caused by damage to the utilities

Damage to neighbors buried utilities, on the Client's property, are the responsibility of the Client

Damage to installed material (plants, trees, sod, etc.) by foot traffic, machinery, equipment, other trades, owner neglect or acts of nature will be excluded from any warranty and will not be replaced at the cost of Contractor

Damage due to pest infestation is excluded from warranty and any damaged material will not be replaced at the cost of the Contractor. If, however, the Contractor has a separate maintenance contract with the client, pest control would fall under that contract and would be subject to those warranty parameters.

Damage due to improper watering after final acceptance will not be replaced at the cost of the Contractor

### **Material Tolerances**

Wood: Pressure treated wood cannot be guaranteed against warp age, checking, or cupping.

Stone: Natural stone has color variations that vary from stone to stone. In addition, mineral deposits such as lime, iron, etc. can change the stone and even bleed. This is the nature of the product, and the Client accepts this as a natural and acceptable quality of the stone

Metal: Metal, which is not galvanized, is not guaranteed from rusting commencing immediately after installation

Concrete: Spider cracks (hairline stress-fractures) are considered a normal characteristic of all types of concrete. Concrete may crack substantially over time due to proximity of tree roots.


Warranty Time Period: The Contractor warrants all construction and installation for a period of one (1) year, providing that they have been maintained properly. All construction materials are subject to manufacturer's specific warranties/guarantees. Planting is warranted for one (1) year if there is an approved irrigation system

Client Responsibilities: The Client recognizes and agrees that they have a responsibility to maintain constructions, plants, bushes, trees, and other installations in keeping with standard quality maintenance requirements for the Warranty to remain in effect. Failure to properly maintain materials or horticulture installations will void the warranty. Client further recognizes and agrees that damage to construction, materials, horticulture elements and other warrantable items of the project will not be warranted if the damage or loss is due to elements beyond the control of

the Contractor. For example, flooding eaves, troughs that damage plants, fallen branches, animal caused damage, damaged/ burst irrigation or drainage pipes that were not maintained properly, use of improper chemicals, improper maintenance, extreme or unusual weather conditions, and similar and/or related situations

void all warranties provided by the Contractor

– void all warranties provided by the Contractor

By   
Epifanio Carvajal Ulloa  
Date 10/9/2025  
Pine Lake Services, LLC

By \_\_\_\_\_  
Kristee Cole  
Date \_\_\_\_\_  
Inframark





Proposal #6886

Highlands Remove & replace 1 Crape Myrtle & 1 Magnolia Tree  
Enhancement Proposal

**Date** 9/22/2025  
**Customer** Kristee Cole | Inframark | 313 Campus Street | Celebration, FL 34747  
**Property** Highlands CDD | 11102 Ayersworth Glen Blvd | Wimauma, FL 33598

Pine Lake Services, LLC would like to thank you for the opportunity to bid. We look forward to working with you on this project. If you have any questions, please feel free to contact us at any time at projects@pinelakeLLC.com or (813) 948-4736.

Demo and Prep

Demo and Prep

Items	Quantity	Unit
Crape Myrtle replacement	1.00	EA
Magnolia Tree Replacement	1.00	EA
Irrigation Bubbler Install	2.00	EA
Staking, Tree Arbor Brace	2.00	EA
Demo and Prep:		\$3,194.00
PROJECT TOTAL:		\$3,194.00

Terms & Conditions

## **Terms & Conditions**

### **Payment Terms**

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Payments made via credit card will be accepted up to \$4,750 and will include an additional 3% credit card fee. Interest will accrue on all invoices over thirty days old. Past due amounts will accrue interest at a rate of 1.5% per month (18% APR). Client agrees to pay any costs associated with collection, including but not limited to court and attorney's fees as additional sums owed.

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Removal of base material and/or aggregate material within all landscape planting areas, sod areas and other green space areas that impedes or impacts proper planting of plant material and sod.

Soil replacement where base material and/or aggregate material was removed for proper planting

Drainage: Should the Client's property be the lowest elevation in relation to surrounding property or buildings, the Contractor reserves the right to retain an expert to evaluate and propose drainage solutions. All costs for engineering services, as well as the actual drainage work will be at the Client's expense. Unless the Client has a detailed Topographical survey completed, the above clause may come into effect.

Soil, Sod and/or Mulch quantities are estimates only. They do not account for disturbed construction areas or other fluctuations. Invoices will reflect actual quantities used at proposed price per unit.

Conduit and connections for electrical, gas, and all other utilities and services

Site Unknowns: Including, but not limited to, sub-surface conditions/obstacles that create unforeseen labor, equipment, material, or disposal charges

MOT for temporary traffic control

Any Irrigation or utility trenching thru roads, road base, concrete, or rock will incur additional costs

Any cutting or repairing of any hard surface such as asphalt, concrete, pavers or curbs for irrigation or

landscape

We need 72 hours' notice prior to road base material or concrete work is installed so that sleeves and/or road bores are installed

Backflow Connection

Water source for irrigation is based on specifications at the dedicated meter of the location marked on irrigation plan sheet. If a different location of the dedicated water source is established during construction a change order will be entered into to adjust for the costs associated with the new route for mainline and connections.

Man hours required to find installed buried irrigation sleeves or irrigation piping in areas where asphalt, concrete, curbs, or other hard surfaces are installed prior to completing the irrigation system and where markings or stubs have been placed to show location of irrigation sleeves or piping and these markers have been damaged, buried, or removed by others.

Additional man hours required to maintain plant material and/or sod of a landscape and irrigation installation project that:

Has been started by Pine Lake Nursery and Landscape and/or its subcontractors and is interrupted, delayed, impeded, or prohibited, by others from being worked on continuously until the landscape and irrigation project is completed. Pine Lake Nursery and Landscaper and its subcontractors are excluded. Upon completion of the landscape and irrigation installation project as specified in the landscape and irrigation plan sets is considered complete but will not be accepted as completed until the project as a whole is accepted as complete.

Existing tree preservation, barricading, pruning, root pruning, or inventory

Repairs to any erosion control measures that are damaged or inoperative prior to commencement of landscape and irrigation work

Any planting of sod or other ground cover as required by any municipality when construction of landscape and irrigation has ceased or been suspended for more than 30 days that is no fault of the landscape or irrigation contractor or subcontractors

Warranty on transplanted plant material from the project site

Warranty on plant material that is not rated to grow in established USDA plant hardiness growth zone(s)

### **Procedure for Extra Work, Changes and Escalation**

If it shall become necessary for the Contractor to make changes in any designs, drawings, plans, or specifications for any part of the project or reasons over which we have no control, or we are put to any extra work, cost or expense by reason of any act or matter over which it has no control, the Customer will pay to the



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Change Order: The quantities or specifications of material as outlined in the Proposal could be adjusted at any time with approval in the form of a signed Change Order. Change Orders will be executed using current market prices

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In the event of significant delay or price increase of material, equipment, or energy occurring during the performance of the contract through no fault of the Construction Manager, the Contract Sum, time of completion or contract requirements shall be equitably adjusted by Change Order in accordance with the procedures of the Contract Documents. A change in price of an item of material, equipment, or energy will be considered significant when the price of an item increases 5% percent between the date of this Contract and the date of installation

### **Warranty and Tolerances**

Payments Received: The Warranty for the contract is only valid if payment is received in full on acceptance of the work

Diligence: The Contractor agrees to carry out its Work diligently and to provide sufficient supervision and inspection of its staff and subcontractors and that its work will be of proper and professional quality, and in full conformity with the requirements of the contract

Competence: The Contractor warrants that it is competent to perform the Work and that it has the necessary qualifications including knowledge and skill with the ability to use them effectively.

Site Unknowns: It is the responsibility of the Client or the Client's Representative to fully inform the Contractor of all the information regarding site unknowns that may include difficult buried materials, cables, and pipes, tree stumps, drainage or water table issues, rock, and shale sub surfaces and/or other impediments, issues or factors that could otherwise impact the quality, cost and timeliness of project completion. Failure to notify the Contractor may lead to additional costs to the Client (at the Contractor's discretion) and schedule time not included in the proposal and may require changes in design and construction to overcome such problems – all for which the Client will be responsible. Client can avoid such risks by permitting the Contractor to do appropriate soil and ground tests, review the site, and to secure additional required site information from appropriate government and other authorities.

Damaged Utilities: Should damage occur to utilities during construction, the Contractor is only liable for

the cost of the repair. the Contractor is not liable in any way for inconvenience to the Client caused by damage to the utilities

Damage to neighbors buried utilities, on the Client's property, are the responsibility of the Client

Damage to installed material (plants, trees, sod, etc.) by foot traffic, machinery, equipment, other trades, owner neglect or acts of nature will be excluded from any warranty and will not be replaced at the cost of Contractor

Damage due to pest infestation is excluded from warranty and any damaged material will not be replaced at the cost of the Contractor. If, however, the Contractor has a separate maintenance contract with the client, pest control would fall under that contract and would be subject to those warranty parameters.

Damage due to improper watering after final acceptance will not be replaced at the cost of the Contractor

### **Material Tolerances**

Wood: Pressure treated wood cannot be guaranteed against warp age, checking, or cupping.

Stone: Natural stone has color variations that vary from stone to stone. In addition, mineral deposits such as lime, iron, etc. can change the stone and even bleed. This is the nature of the product, and the Client accepts this as a natural and acceptable quality of the stone

Metal: Metal, which is not galvanized, is not guaranteed from rusting commencing immediately after installation

Concrete: Spider cracks (hairline stress-fractures) are considered a normal characteristic of all types of concrete. Concrete may crack substantially over time due to proximity of tree roots.

Warranty Time Period: The Contractor warrants all construction and installation for a period of one (1) year, providing that they have been maintained properly. All construction materials are subject to manufacturer's specific warranties/guarantees. Planting is warranted for one (1) year if there is an approved irrigation system


Client Responsibilities: The Client recognizes and agrees that they have a responsibility to maintain constructions, plants, bushes, trees, and other installations in keeping with standard quality maintenance requirements for the Warranty to remain in effect. Failure to properly maintain materials or horticulture installations will void the warranty. Client further recognizes and agrees that damage to construction, materials, horticulture elements and other warrantable items of the project will not be warranted if the damage or loss is due to elements beyond the control of

the Contractor. For example, flooding eaves, troughs that damage plants, fallen branches, animal caused damage, damaged/ burst irrigation or drainage pipes that were not maintained properly, use of improper chemicals, improper maintenance, extreme or unusual weather conditions, and similar and/or related situations

void all warranties provided by the Contractor

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By   
Epifanio Carvajal Ulloa  
Date 9/22/2025  
Pine Lake Services, LLC

By \_\_\_\_\_  
Kristee Cole  
Date \_\_\_\_\_  
Inframark



Proposal #6885

Highlands remove 1 Crape Myrtle & 1 Magnolia Tree at center island  
Enhancement Proposal

**Date** 9/22/2025  
**Customer** Kristee Cole | Inframark | 313 Campus Street | Celebration, FL 34747  
**Property** Highlands CDD | 11102 Ayersworth Glen Blvd | Wimauma, FL 33598

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Demo and Prep

Remove 1 Crape Myrtle & 1 magnolia Tree at center island Highlands Meadows

Items	Quantity	Unit
Dumping Charge	1.00	EA
Remove 1 Crape Myrtle & 1 magnolia Tree at center island Highlands Meadows :		\$950.00
PROJECT TOTAL:		\$950.00

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void all warranties provided by the Contractor

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By   
Epifanio Carvajal Ulloa  
Date 9/22/2025  
Pine Lake Services, LLC

By \_\_\_\_\_  
Kristee Cole  
Date \_\_\_\_\_  
Inframark





Highlands Brazilian Peppers removal between Mira Bella and Highlands Enhancement Proposal

**Date** 9/22/2025  
**Customer** Kristee Cole | Inframark | 313 Campus Street | Celebration, FL 34747  
**Property** Highlands CDD | 11102 Ayersworth Glen Blvd | Wimauma, FL 33598

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Remove all Brazilian Peppers on west side of pond 14

Items	Quantity	Unit
Dumping Charge	1.00	EA
Remove all Brazilian Peppers on west side of pond 14 :		\$2,170.00
PROJECT TOTAL:		\$2,170.00

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By   
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Date 9/22/2025  
Pine Lake Services, LLC

By \_\_\_\_\_  
Kristee Cole  
Date \_\_\_\_\_  
Inframark



Proposal #7029

Highlands Stump removal Enhancement Proposal 10/2025

**Date** 10/9/2025  
**Customer** Kristee Cole | Inframark | 313 Campus Street | Celebration, FL 34747  
**Property** Highlands CDD | 11102 Ayersworth Glen Blvd | Wimauma, FL 33598

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Demo and Prep

Remove 6 Stumps on south side of Balm Road

Items	Quantity	Unit
Stump Grinding	1.00	EA
Remove 6 Stumps on south side of Balm Road :		\$750.00
PROJECT TOTAL:		\$750.00

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Soil, Sod and/or Mulch quantities are estimates only. They do not account for disturbed construction areas or other fluctuations. Invoices will reflect actual quantities used at proposed price per unit.

Conduit and connections for electrical, gas, and all other utilities and services

Site Unknowns: Including, but not limited to, sub-surface conditions/obstacles that create unforeseen labor, equipment, material, or disposal charges

MOT for temporary traffic control

Any Irrigation or utility trenching thru roads, road base, concrete, or rock will incur additional costs

Any cutting or repairing of any hard surface such as asphalt, concrete, pavers or curbs for irrigation or

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We need 72 hours' notice prior to road base material or concrete work is installed so that sleeves and/or road bores are installed

Backflow Connection

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Man hours required to find installed buried irrigation sleeves or irrigation piping in areas where asphalt, concrete, curbs, or other hard surfaces are installed prior to completing the irrigation system and where markings or stubs have been placed to show location of irrigation sleeves or piping and these markers have been damaged, buried, or removed by others.

Additional man hours required to maintain plant material and/or sod of a landscape and irrigation installation project that:

Has been started by Pine Lake Nursery and Landscape and/or its subcontractors and is interrupted, delayed, impeded, or prohibited, by others from being worked on continuously until the landscape and irrigation project is completed. Pine Lake Nursery and Landscaper and its subcontractors are excluded. Upon completion of the landscape and irrigation installation project as specified in the landscape and irrigation plan sets is considered complete but will not be accepted as completed until the project as a whole is accepted as complete.

Existing tree preservation, barricading, pruning, root pruning, or inventory

Repairs to any erosion control measures that are damaged or inoperative prior to commencement of landscape and irrigation work

Any planting of sod or other ground cover as required by any municipality when construction of landscape and irrigation has ceased or been suspended for more than 30 days that is no fault of the landscape or irrigation contractor or subcontractors

Warranty on transplanted plant material from the project site

Warranty on plant material that is not rated to grow in established USDA plant hardiness growth zone(s)

### **Procedure for Extra Work, Changes and Escalation**

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### **Warranty and Tolerances**

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Site Unknowns: It is the responsibility of the Client or the Client's Representative to fully inform the Contractor of all the information regarding site unknowns that may include difficult buried materials, cables, and pipes, tree stumps, drainage or water table issues, rock, and shale sub surfaces and/or other impediments, issues or factors that could otherwise impact the quality, cost and timeliness of project completion. Failure to notify the Contractor may lead to additional costs to the Client (at the Contractor's discretion) and schedule time not included in the proposal and may require changes in design and construction to overcome such problems – all for which the Client will be responsible. Client can avoid such risks by permitting the Contractor to do appropriate soil and ground tests, review the site, and to secure additional required site information from appropriate government and other authorities.

Damaged Utilities: Should damage occur to utilities during construction, the Contractor is only liable for

the cost of the repair. the Contractor is not liable in any way for inconvenience to the Client caused by damage to the utilities

Damage to neighbors buried utilities, on the Client's property, are the responsibility of the Client

Damage to installed material (plants, trees, sod, etc.) by foot traffic, machinery, equipment, other trades, owner neglect or acts of nature will be excluded from any warranty and will not be replaced at the cost of Contractor

Damage due to pest infestation is excluded from warranty and any damaged material will not be replaced at the cost of the Contractor. If, however, the Contractor has a separate maintenance contract with the client, pest control would fall under that contract and would be subject to those warranty parameters.

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the Contractor. For example, flooding eaves, troughs that damage plants, fallen branches, animal caused damage, damaged/ burst irrigation or drainage pipes that were not maintained properly, use of improper chemicals, improper maintenance, extreme or unusual weather conditions, and similar and/or related situations

void all warranties provided by the Contractor

– void all warranties provided by the Contractor



By   
Epifanio Carvajal Ulloa  
Date 10/9/2025  
Pine Lake Services, LLC

By \_\_\_\_\_  
Kristee Cole  
Date \_\_\_\_\_  
Inframark



Proposal #7047

Highlands Oak Trees Replacement Enhancement Proposal 10/2025

**Date** 10/9/2025  
**Customer** Kristee Cole | Inframark | 313 Campus Street | Celebration, FL 34747  
**Property** Highlands CDD | 11102 Ayersworth Glen Blvd | Wimauma, FL 33598

Pine Lake Services, LLC would like to thank you for the opportunity to bid. We look forward to working with you on this project. If you have any questions, please feel free to contact us at any time at projects@pinelakeLLC.com or (813) 948-4736.

Replace 6 oak Trees at south side of Balm Road.

Demo and Prep

Replace 6 Live Oak Trees 2 Inch Caliper

Items	Quantity	Unit
Oak Trees Replacement	6.00	EA
Tree Staking - Arbor Braces	6.00	EA
Replace 6 Live Oak Trees 2 Inch Caliper :		\$7,062.00
PROJECT TOTAL:		\$7,062.00

Terms & Conditions

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Warranty on transplanted plant material from the project site

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void all warranties provided by the Contractor

– void all warranties provided by the Contractor

By   
Epifanio Carvajal Ulloa  
Date 10/9/2025  
Pine Lake Services, LLC

By \_\_\_\_\_  
Kristee Cole  
Date \_\_\_\_\_  
Inframark



Proposal #7028

Highlands Oak Trees Elevation along the main Blvd Enhancement  
Proposal 10/2025

**Date** 10/8/2025  
**Customer** Kristee Cole | Inframark | 313 Campus Street | Celebration, FL 34747  
**Property** Highlands CDD | 11102 Ayersworth Glen Blvd | Wimauma, FL 33598

Pine Lake Services, LLC would like to thank you for the opportunity to bid. We look forward to working with you on this project. If you have any questions, please feel free to contact us at any time at projects@pinelakeLLC.com or (813) 948-4736.

Trim 120 oak Trees up to 15 Feet along the main Blvd

Items	Quantity	Unit
Oak Trees Elevation	1.00	EA
Trim 120 oak Trees up to 15 Feet along the main Blvd :		\$17,537.50
PROJECT TOTAL:		\$17,537.50

Terms & Conditions

## **Terms & Conditions**

### **Payment Terms**

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Backflow Connection

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By   
Epifanio Carvajal Ulloa  
Date 10/8/2025  
Pine Lake Services, LLC

By \_\_\_\_\_  
Kristee Cole  
Date \_\_\_\_\_  
Inframark



Highlands Dead Maples Removal Enhancement Proposal 10/2025

**Date** 10/8/2025  
**Customer** Kristee Cole | Inframark | 313 Campus Street | Celebration, FL 34747  
**Property** Highlands CDD | 11102 Ayersworth Glen Blvd | Wimauma, FL 33598

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**Remove 14 Dead Red Maple trees along Balm Road.**  
**NOTE; this proposal Includes stump Grinding.**

Remove 14 Dead Red maples along Balm Road

Items	Quantity	Unit
Red Maple Trees Removal	1.00	EA
Remove 14 Dead Red maples along Balm Road :		\$1,750.00
PROJECT TOTAL:		\$1,750.00

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Man hours required to find installed buried irrigation sleeves or irrigation piping in areas where asphalt, concrete, curbs, or other hard surfaces are installed prior to completing the irrigation system and where markings or stubs have been placed to show location of irrigation sleeves or piping and these markers have been damaged, buried, or removed by others.

Additional man hours required to maintain plant material and/or sod of a landscape and irrigation installation project that:

Has been started by Pine Lake Nursery and Landscape and/or its subcontractors and is interrupted, delayed, impeded, or prohibited, by others from being worked on continuously until the landscape and irrigation project is completed. Pine Lake Nursery and Landscaper and its subcontractors are excluded. Upon completion of the landscape and irrigation installation project as specified in the landscape and irrigation plan sets is considered complete but will not be accepted as completed until the project as a whole is accepted as complete.

Existing tree preservation, barricading, pruning, root pruning, or inventory

Repairs to any erosion control measures that are damaged or inoperative prior to commencement of landscape and irrigation work

Any planting of sod or other ground cover as required by any municipality when construction of landscape and irrigation has ceased or been suspended for more than 30 days that is no fault of the landscape or irrigation contractor or subcontractors

Warranty on transplanted plant material from the project site

Warranty on plant material that is not rated to grow in established USDA plant hardiness growth zone(s)

#### **Procedure for Extra Work, Changes and Escalation**

If it shall become necessary for the Contractor to make changes in any designs, drawings, plans, or specifications for any part of the project or reasons over which we have no control, or we are put to any extra work, cost or expense by reason of any act or matter over which it has no control, the Customer will pay to the Contractor a fee for such changed or extra Work calculated on a time and materials basis. All changes to Work or pricing or the terms of this Agreement will be read and understood within the context and meanings of this Agreement unless stated explicitly to the contrary.

Change Order: The quantities or specifications of material as outlined in the Proposal could be adjusted at any time with approval in the form of a signed Change Order. Change Orders will be executed using current market prices.

current market prices

### **Escalation Clause**

In the event of significant delay or price increase of material, equipment, or energy occurring during the performance of the contract through no fault of the Construction Manager, the Contract Sum, time of completion or contract requirements shall be equitably adjusted by Change Order in accordance with the procedures of the Contract Documents. A change in price of an item of material, equipment, or energy will be considered significant when the price of an item increases 5% percent between the date of this Contract and the date of installation

### **Warranty and Tolerances**

Payments Received: The Warranty for the contract is only valid if payment is received in full on acceptance of the work

Diligence: The Contractor agrees to carry out its Work diligently and to provide sufficient supervision and inspection of its staff and subcontractors and that its work will be of proper and professional quality, and in full conformity with the requirements of the contract

Competence: The Contractor warrants that it is competent to perform the Work and that it has the necessary qualifications including knowledge and skill with the ability to use them effectively.

Site Unknowns: It is the responsibility of the Client or the Client's Representative to fully inform the Contractor of all the information regarding site unknowns that may include difficult buried materials, cables, and pipes, tree stumps, drainage or water table issues, rock, and shale sub

surfaces and/or other impediments, issues or factors that could otherwise impact the quality, cost and timeliness of project completion. Failure to notify the Contractor may lead to additional costs to the Client (at the Contractor's discretion) and schedule time not included in the proposal and may require changes in design and construction to overcome such problems – all for which the

Client will be responsible. Client can avoid such risks by permitting the Contractor to do appropriate soil and ground tests, review the site, and to secure additional required site information from appropriate government and other authorities.

Damaged Utilities: Should damage occur to utilities during construction, the Contractor is only liable for the cost of the repair. the Contractor is not liable in any way for inconvenience to the Client caused by damage to the utilities

Damage to neighbors buried utilities, on the Client's property, are the responsibility of the Client

Damage to installed material (plants, trees, sod, etc.) by foot traffic, machinery, equipment, other trades, owner neglect or acts of nature will be excluded from any warranty and will not be replaced at the cost of Contractor

Damage due to pest infestation is excluded from warranty and any damaged material will not be replaced at the cost of the Contractor. If, however, the Contractor has a separate maintenance contract with the client, pest

control would fall under that contract and would be subject to those warranty parameters.

Damage due to improper watering after final acceptance will not be replaced at the cost of the Contractor

### **Material Tolerances**

Wood: Pressure treated wood cannot be guaranteed against warp age, checking, or cupping.

Stone: Natural stone has color variations that vary from stone to stone. In addition, mineral deposits such as lime, iron, etc. can change the stone and even bleed. This is the nature of the product, and the Client accepts this as a natural and acceptable quality of the stone

Metal: Metal, which is not galvanized, is not guaranteed from rusting commencing immediately after installation

Concrete: Spider cracks (hairline stress-fractures) are considered a normal characteristic of all types of concrete. Concrete may crack substantially over time due to proximity of tree roots.

Warranty Time Period: The Contractor warrants all construction and installation for a period of one (1) year, providing that they have been maintained properly. All construction materials are subject to manufacturer's specific warranties/guarantees. Planting is warranted for one (1) year if there is an approved irrigation system

Client Responsibilities: The Client recognizes and agrees that they have a responsibility to maintain constructions, plants, bushes, trees, and other installations in keeping with standard quality maintenance requirements for the Warranty to remain in effect. Failure to properly maintain materials or horticulture installations will void the warranty. Client further recognizes and agrees that damage to construction, materials, horticulture elements and other warrantable items of the project will not be warranted if the damage or loss is due to elements beyond the control of

the Contractor. For example, flooding eaves, troughs that damage plants, fallen branches, animal caused damage, damaged/ burst irrigation or drainage pipes that were not maintained properly, use of improper chemicals, improper maintenance, extreme or unusual weather conditions, and similar and/or related situations – void all warranties provided by the Contractor



By   
Epifanio Carvajal Ulloa  
Date 10/8/2025  
Pine Lake Services, LLC

By \_\_\_\_\_  
Kristee Cole  
Date \_\_\_\_\_  
Inframark



October 9, 2025

## Highlands CDD September Irrigation Maintenance

Sprinkler Solutions of Florida was on site throughout the month of September conducting routine maintenance and monitoring site conditions. The ACC controller at the 301 entrance is inspected at least once a week to review the alarm status and station activity. The A2C controller at the Balm entrance stopped communicating in the middle of August and further troubleshooting revealed the device had failed and needs to be replaced. A revised proposal for replacement was sent on September 17<sup>th</sup>. Any new alarms are investigated as soon as possible, and proposals are sent to make the necessary repairs.

In addition to routine maintenance, the following issue was addressed:

- Inspected irrigation system along Ayersworth at Barley Field Dr. after a car swerved off the road and hit a tree. A broken pop-up was replaced.

According to the National Weather Service, the Tampa Bay area received 0.7” of rain in the month of September. This is well below the monthly average of 6.09 inches. The greatest rainfall occurred on the 14<sup>th</sup> and only 0.17” was recorded. Needless to say, the controllers were never shut down due to rainfall. The average daily temperature was 0.7-degrees above normal, with many days reaching highs in the low to mid-90’s. The long-range forecast predicts above normal rainfall and above normal temperatures for the month of October, but only time will tell how accurate the forecast is. Fortunately, this year’s hurricane season has seen most of the storms avoid the US mainland and stay out in the Atlantic. Hopefully that is a trend that will continue for the remainder of the season.

## Monthly Manager's Report – Highlands CDD 10/6/2025



**Highlands CDD  
Ayersworth Glen  
11102 Ayersworth Glen Blvd.  
Wimauma, FL 33598  
813-633-3322**

- Assisted 8 residents with access cards for Amenities.
- Added 8 residents to email list.
- Completed 4 events, brought in \$800
- Completed community drive through weekly.
- Pool update.
- Marc Security performed regular security duties.
- Performed regular maintenance duties daily.
- Playground renovation first phase complete
- Back to School Supplies – Sun Country Materials Landfill
- Sign-ups closed for Boo Party
- Sign-ups for Trunk or Treat
- Community Yard Sale

### **Vendors On Site**

- **Xecutive Pools**
- **Sprinkler Solutions of Florida**
- **Pine Lakes**
- **Advanced Aquatic**
- **Gladiator**
- **Air Ric's**







# 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 Architectural Designs
- Sidewalk Grinding and Replacement
- Sign Installations and Maintenance

## 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](mailto:maintenance@inframark.com)

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





Inframark

2005 Pan Am Circle, Suite 300

Tampa, FL 33607

Date: 09/10/2025

Work Order # WOHI09102025

Customer ID: HIGHLANDS CDD

Quotation valid until 10/10/2025

Phone: 407-861-7233

Prepared by: Don Cameron

Description		Unit Price	Quantity	Amount
Dog waste station – ADA compliant, 6' pole, dispenser box, trash can, 800 waste bag capacity, green				
	Material	\$280	1	\$280
	Labor	\$150	1	\$150
Subtotal				\$430
Service Fee				-
Disposal Fee				-
Total	Labor and Materials			\$430

**Full payment is due within 30 days of finalizing the project.**

If you have any questions concerning this quotation, please contact:

Don Cameron at [Donald.Cameron@Inframark.com](mailto:Donald.Cameron@Inframark.com)

By: Don Cameron

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

Date: 09/10/2025

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

Inframark

HIGHLANDS CDD

Inframark Offices – Celebration – Tampa

We are proud to provide a range of services for your community.

## ITEMS



## Proposal

**Client:** Highlands CDD

**Project Address:** 11102 Ayersworth Glen Blvd

**Scope of Work:**

- Prep and paint the top caps of the entrance monuments (see photo below).
- All scaffolding, paint equipment, and labor provided by RealEx Construction.
- Client to provide exact paint color and materials.



**Timeline:**

- Estimated project duration: 2 days.
- Work can begin immediately upon approval.

**Total Project Cost: \$3,200**

(Payment invoiced in full upon completion)

**RealEx Construction, LLC**  
2108 W Sligh Ave., Tampa, FL  
Phone: 727-480-3502  
Email: [kestler@realexconstruction.com](mailto:kestler@realexconstruction.com)



QUOTE #:  
06300

Country of Origin: United States of America

To: Brittany West  
On-site Manager  
Ayersworth Glen Clubhouse & Amenities  
Phone: 813.633.3322  
Email: awgclubhouse@gmail.com  
Address: 11102 Ayersworth Glen Blvd. Wimauma, FL  
33598

COMMERCIAL ACOUSTICS  
6301 N Florida Ave  
Tampa, FL 33604  
904.710.8351 Cell  
888.815.9691 Office

QUOTE DATE	SHIPPED VIA	TERMS
7/29/25	DELIVERED TO SITE	50% DOWN/NET 15

QTY ORDERED	TYPE	DESCRIPTION	COST PER UNIT	TOTAL
24		2'x4'x2" Ceiling Panels, Whisper White Per Layout Attached		\$5,390.88
32		2'x4'x2" Ceiling Panels, Whisper White Per Layout Attached		\$6467.84
	Total			



8 on each long slope

12 on flat ceiling

4 on each short slope



**Terms of Proposal:**

1. Quote valid for 30 days
2. Credit Card payments will require a 3% processing fee to be paid by the client.
3. 50% Down Payment due prior to installation. Payment is due 15 days from installation of material. A service charge of 1.5% per month (18% per year) will apply to all delinquent invoices.
4. 3 week lead-time. 1-2 week install duration. Lead time may vary by 1-2 weeks in extreme cases.
5. A 1 year limited warranty applies to all material. Material warranty limited to price of Commercial Acoustics materials included.
6. Installation Details:
  - a. A Hard Date for initial mobilization shall be set in writing no less than 2 weeks in advance of mobilization for installation. Scheduling notification shall be provided via email to client. Client certifies at this time that the site is ready to receive the system installation. If the site is not ready upon arrival, the client may be subject to a rescheduling fee. Installation days cannot be confirmed until the area(s) is/are prepared and ready to receive the components or system. If man hours are lost due to lack of preparation, Commercial Acoustics will require a change order to accommodate for lost time.
  - b. Go-Backs, Punch Lists, or Change Order items shall require a minimum 72-hour notification, in writing
  - c. Installation duration is an estimate only, and is heavily dependent on site conditions. No authority to reduce scope of work by supplementing with external labor shall be granted, without prior written approval by Commercial Acoustics.
  - d. Room will be clear and broom-clean prior to arrival. Finish products shall not be exposed to areas that are not sufficiently clean and dust-free.
  - e. Assumes permits and inspections are complete prior to installation team arrival
  - f. Product will be installed per installation instructions provided. Instructions shall be requested by Contractor in advance of installation team arrival, if needed.
  - g. If ceiling installation, assumes that ceiling is constructed of gypsum or corrugated metal. If Client or Contractor is aware of deficient ceiling substrate or material, Client or Contractor shall disclose this known deficiency
  - h. If after-hours or over-night installation is required, this will be subject to a \$500/day after-hours fee.
  - i. If applicable, the client shall approve a completed first piece prior to commencement of installation. This shall serve as the basis of future quality standard throughout the rest of the project
  - j. If no layout is provided by client, best practices shall be utilized to ensure equal spacing between panels and components. All obstructions, protrusions, cut outs, etc. must be absent or brought to our attention prior to installation of acoustic panels. Custom-cutting panels around unexpected or undocumented obstructions greatly increases the installation time, and will incur a Change Order fee
7. Acoustic Panels:
  - a. Includes Guilford of Maine acoustically-transparent fabric. Contact salesperson for fabric swatches or additional fabric options
  - b. First Piece Panels off production line available for client approval prior to delivery
8. If sales tax exempt, the purchaser must have a valid Sales Tax Certificate on file with Commercial Acoustics at time of order. Payment of local and state taxes are not included in this quote if outside of the states of FL and LA, and are the responsibility of the purchaser. All credit terms for Net 30 accounts are subject to approval prior to the order being released into production.
9. This quote includes General Liability coverage of \$2,000,000 and Workers Compensation coverage of \$1,000,000. Does not include Waivers of Subrogation (WoS), Additional Insured (AI), or Primary Non-Contributory (PNC) endorsements. Additional insurance requirements, endorsements or waivers may require an additional fee. If a sample Certificate of Insurance (COI) is available, please provide during the bidding process.
10. Custom made products such as acoustic fabric panels are made to specifications and are not subject to return under any conditions.
11. Price in proposal assumes no retainage in contract. If retainage is required, additional financing fees may be incurred.
12. If this Proposal is adopted as a portion of a Subcontract or Scope of Work, these Terms & Conditions shall not be over-ridden or superseded by the Terms & Conditions of the Subcontract, and shall remain wholly
13. Client shall have representative on-site with authority to approve final quality of installation on last day of installation, and at completion of regular intervals of the installation. If no representative is available, or the representative does not have sufficient authority to approve or reject the installation, a Go-Back or Change Order may be submitted to client if additional mobilization is required.
14. CONTRACTOR agrees to refrain from any and all interference in the progress of SUBCONTRACTOR's performance of the work. CONTRACTOR shall be liable to SUBCONTRACTOR for any and all damages, expenses and losses incurred as a result of such delay, including any liquidated damages ("LDs") assessed against SUBCONTRACTOR, all incidental and consequential damages, and costs for continued Project supervision, job overhead, insurance, Project facilities and other costs

Contact Information:  
Walker Peek  
Commercial Acoustics  
[walker@commercial-acoustics.com](mailto:walker@commercial-acoustics.com)  
904-710-8351

Signature of Authorization: Walker Peek Date: \_\_\_\_\_



## PROPOSAL / REPORT

To: Brittany West  
Ayersworth Glen Clubhouse  
11102 Ayersworth Glen Blvd  
Wimauma, FL, 33598  
[awgclubhouse@gmail.com](mailto:awgclubhouse@gmail.com) 813-633-3322

Home Improvement Contractor Registration: MA – 124384  
Construction Supervisor License: MA – CS 69158  
MA – CS 111739  
RI – 41214  
FL – CBC 1264381

Date: 10/1/2025

This report/quote summarizes the acoustic facetime review and recommendations from Sonic-Shield / Florida Soundproofing for **Ayersworth Glen Clubhouse** as well as the resultant recommendations. Sonic-Shield was contacted by **Brittany West** to assess mitigation options for controlling the sounds from the activities room.

### Existing conditions

The primary use of this space is an events room, With the floor being tile on concrete, walls primarily being a mixture of drywall and window glass and the ceiling being coffered drywall ceilings.

For proper sound absorption, Sonic-Shield generally recommends (based on this room's cubic feet) a target reverberation of approximately 1 second at mid-frequency sound ranges. We ran our engineered acoustical calculations, based on each room's size, performed on-site, we estimate the existing mid-frequency reverberation time is greater than 2.35 seconds in the 500-1000 Hertz area.

Due to the volume of the space, Sonic-Shield calculates that approx. 350 Sf of acoustical treatment are required to reach the appropriate reverberation target of approximately 1 second. Due to most of the noise stemming from the tall, vaulted ceiling we focused on more material in this area to keep the noise from bouncing or reflecting off those surfaces. Also, the décor of the room we would like to keep the room which allows us only to utilize the available wall space throughout the event room perimeter and ceiling.

### Proposal

This price includes:

Approx. 350 SF of REVRB Traditional Acoustical Panels.

Mounting hardware: Z clips and Mending plates.

All shipping expenses.

Design.

Clean up of any debris

Labor for the Installation of the panels.

Sales Tax.

### Note: This

proposal is for regular business hours only; nights and weekend additional fees will apply.

**We propose hereby to furnish material and labor - complete in accordance with above specifications, for the sum of \$15,509.10 + No Tax, Cert in file**

**Note: This quote and any applicable credits expire 60 days from the date at the top of this proposal. A surcharge may be assessed for certain fabrics. Installation, if any, is to be completed during regular business hours unless otherwise specified. Due to the varying circumstances of each individual project, we do not guarantee 100% soundproofing results, but rather a noise reduction.**

Make checks payable to:  
Sonic-Shield  
7921 Congress Street  
Port Richey, FL 34668



RICH MELTON  
CELL PHONE (352) 610-2352  
E-MAIL [rich.melton@sonic-shield.com](mailto:rich.melton@sonic-shield.com)  
WEB SITE [www.sonic-shield.com](http://www.sonic-shield.com)



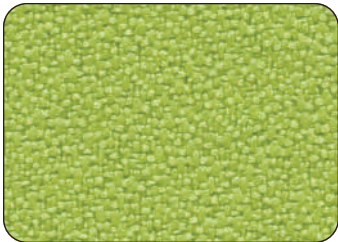
Prime Time



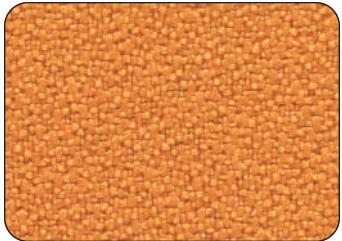
1012194 Delft



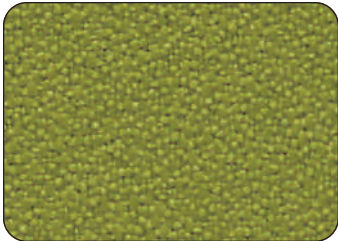
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1010096 Key Lime



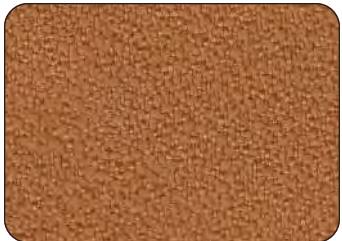
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1010097 Spring



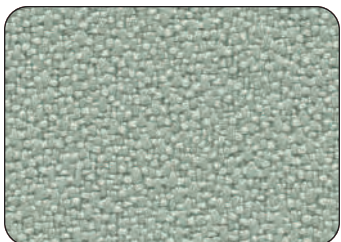
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1012199 Copper



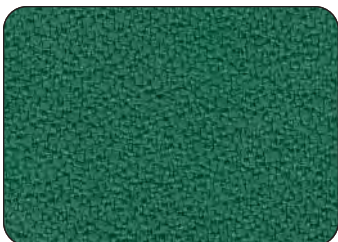
1012197 Fairway



1010095 Aloe



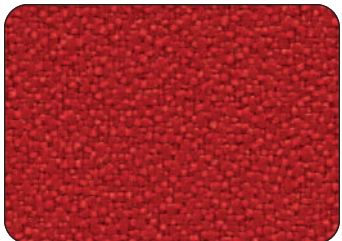
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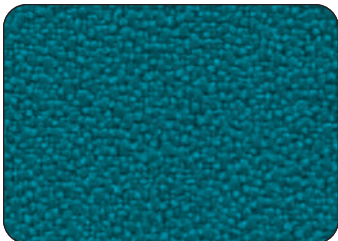
1012196 Shamrock



1010103 Cinder



1010086 Scarlet



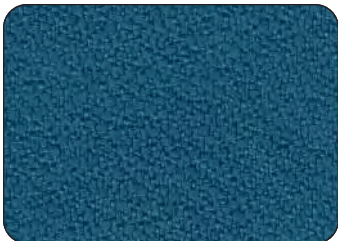
1010093 Tropic



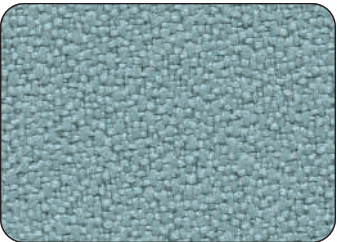
1012201 Bloom



1012200 Woodrose



1012191 Academy



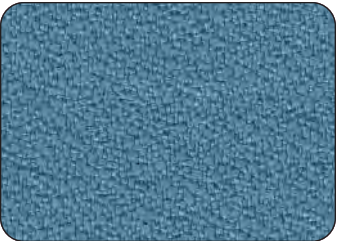
1010094 Chambray



1012187 Stucco



1012186 Lunar



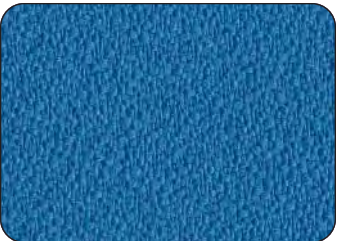
1012193 Bluestone



1010104 Parchment



1010106 Sterling



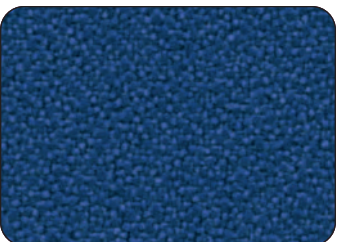
1012192 Cerulean



1010107 Chino



1012188 Silverado



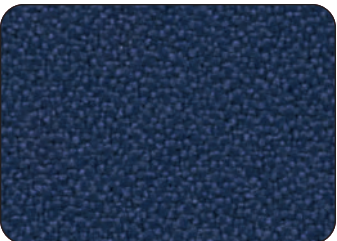
1010091 Azure



1010105 Mink



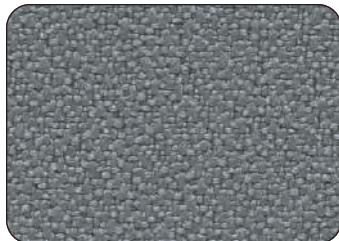
1012189 Shark



1010090 Marina



1012190 Granite



1010102 Elephant



1010089 Admiral



1010101 Shale



1010100 Jet Black

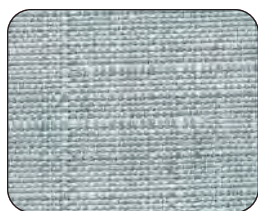




1010530 Fairway



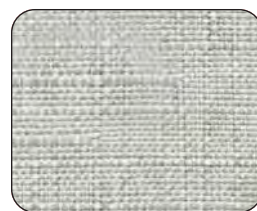
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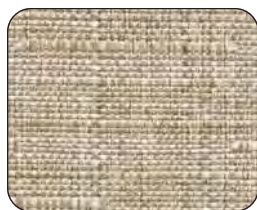
1010528 Drizzle



1010527 Tide



1010536 Platinum



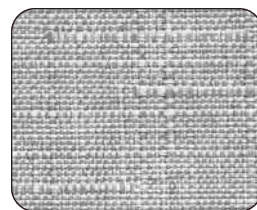
1010538 Burlap



1010529 Mint



1010524 Azure



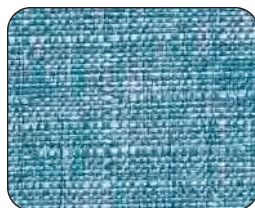
1010537 Dove



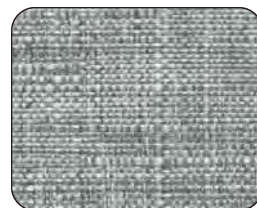
1010531 Apricot



1010530 Fairway



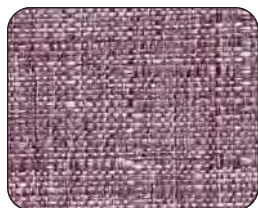
1010526 Surf



1010535 Falcon



1010532 Chili



1010533 Huckleberry



1010525 Midnight

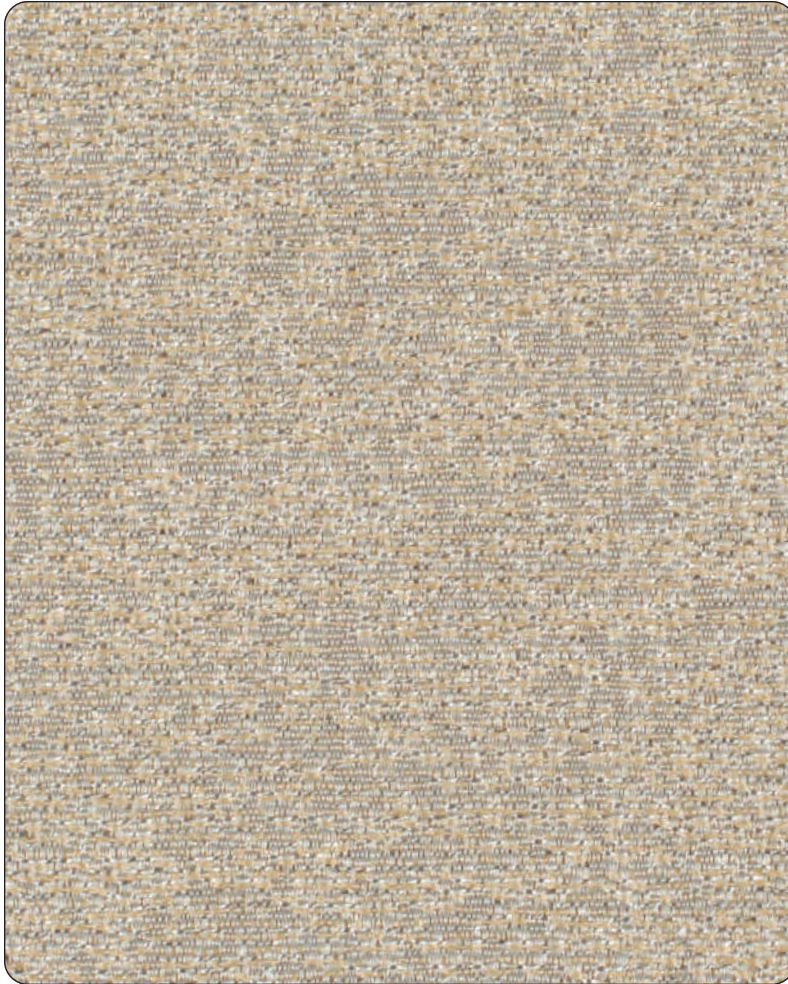


1010534 Sepia



# Burch

Vertical Surface Fabric / **Alliance**



7216 Mica



7221 Stardust



7218 Champagne



7220 Sterling



7219 Alloy



7217 Taupe



\*Although we try hard to make sure colors shown are accurate, actual colors may vary. Please order samples prior to making a purchase. **Fabric is not shown to scale.**



# Burch

Vertical Surface Fabric / **Century**



7178 Dew



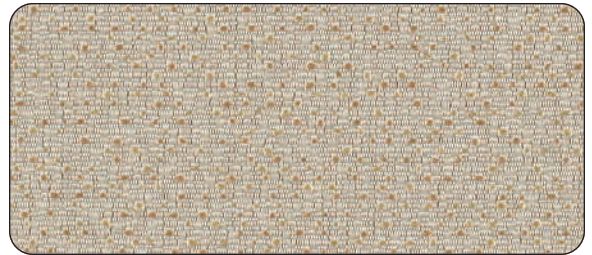
7179 Fossil



7180 Atlantic



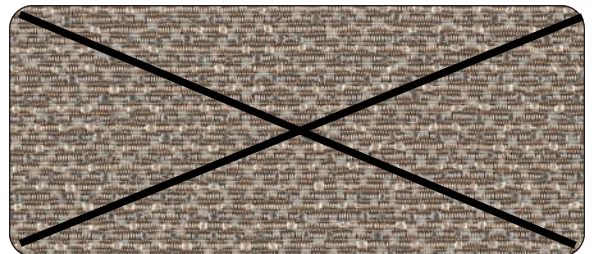
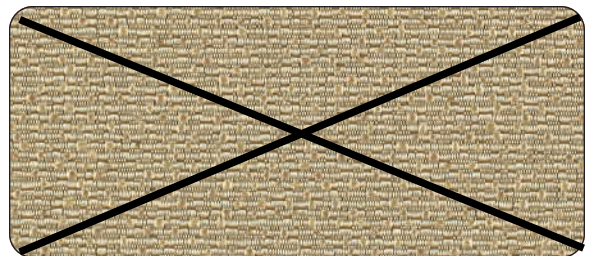
7176 Aspen



7177 Amber



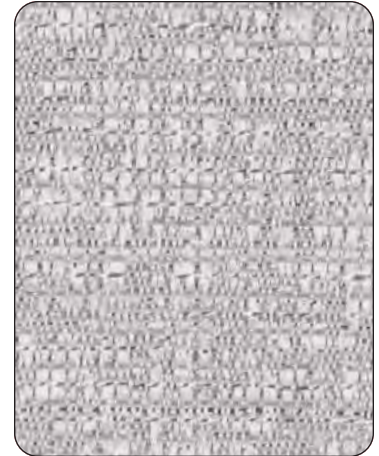
7183 Limestone







7132 Soft Bronze



7128 Iced



7133 Shimmer



7129 Tinsel



7131 Heirloom



7130 Pewter



# Burch

Vertical Surface Fabric / **Collaborate**



7059 Linen



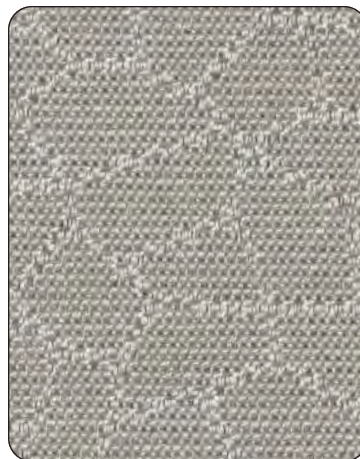
7056 Oyster



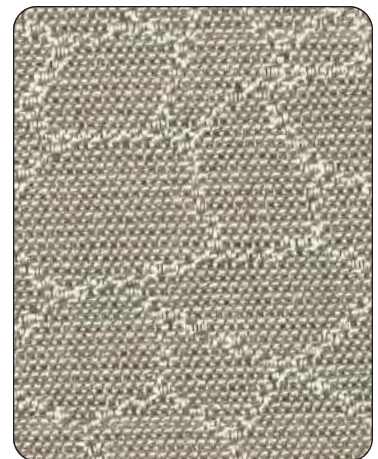
7057 Latte



7055 Moon Rock



7054 Slate



7058 Fawn



# Burch

Vertical Surface Fabric / **Collective**



7930 Jute



7926 Pearl



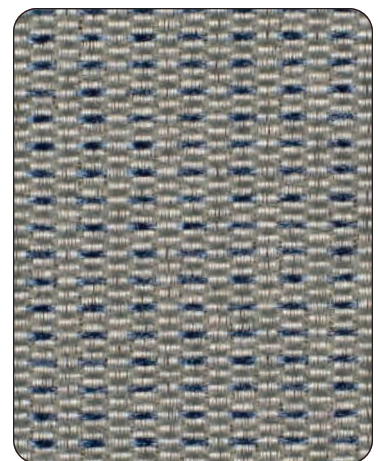
7927 Aluminum



7931 Sand Dollar



7929 Driftwood



7928 Storm



# Burch

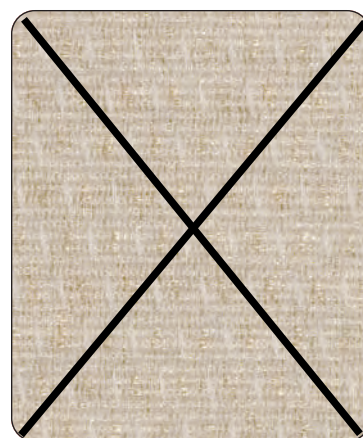
Vertical Surface Fabric / **Columbus**



7924 Fog



7921 Citrus



7922 Silver



7923 Stone



7925 Midnight



# Burch

Vertical Surface Fabric / **Dayton**



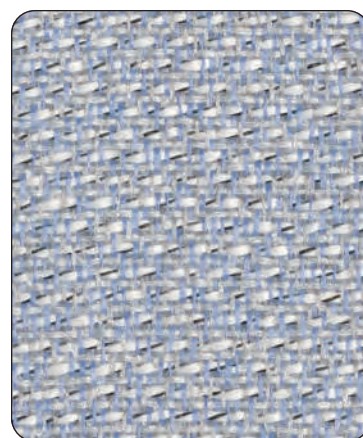
7117 Golden



7112 Silver



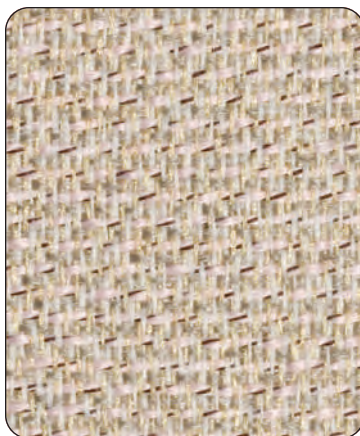
7113 Fog



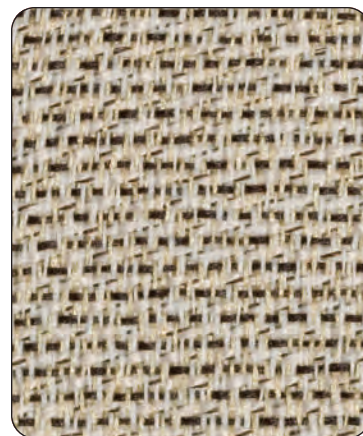
7114 Ocean



7115 Straw



7116 Blush

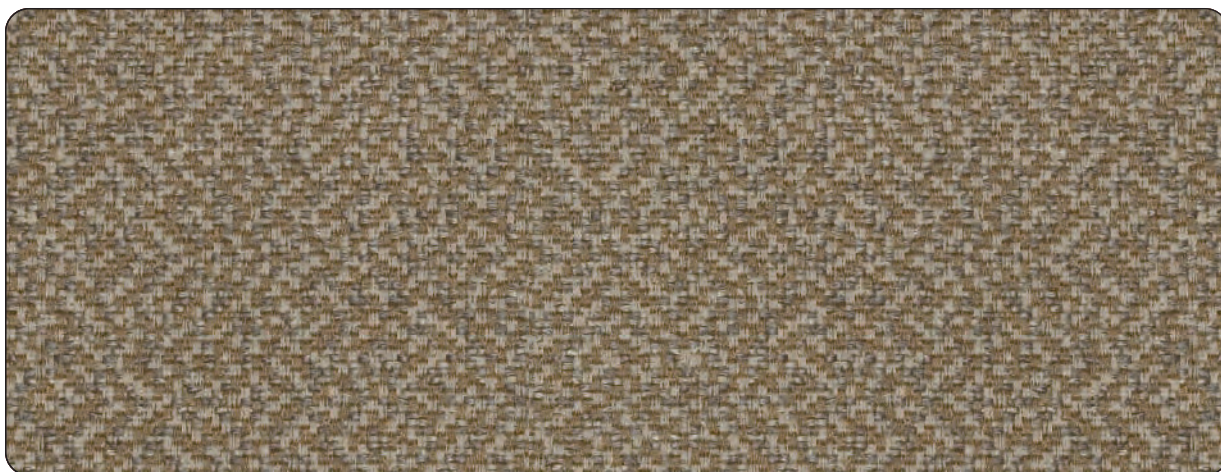


7118 Honey

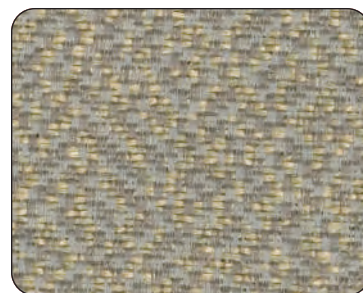
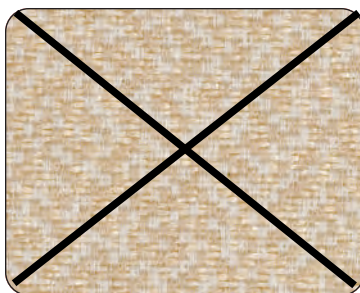
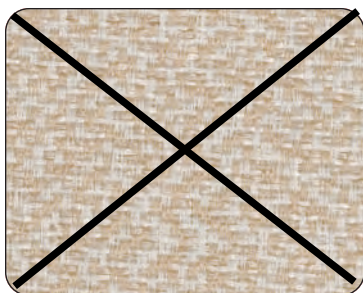


# Burch

Vertical Surface Fabric / **Midway**



7241 Rye



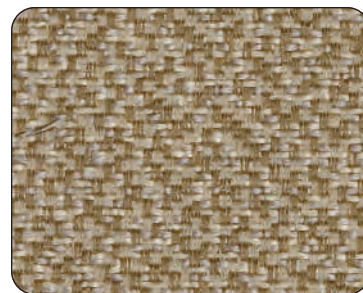
7240 Opal



7246 Haze



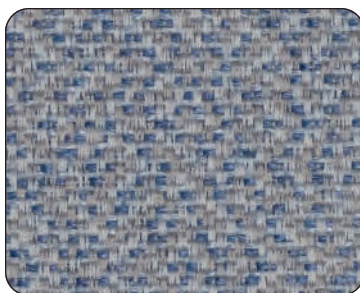
7237 Mineral



7242 Saddle



7244 Chambray



7243 Oasis



7245 Flint

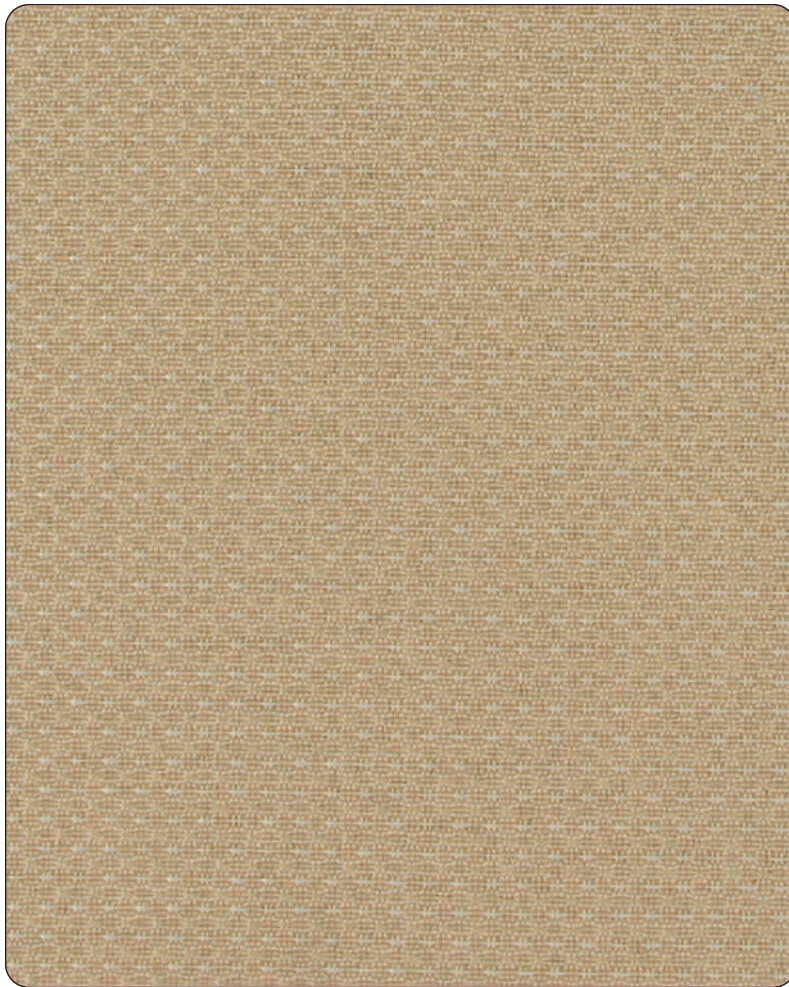


\*Although we try hard to make sure colors shown are accurate, actual colors may vary. Please order samples prior to making a purchase. Fabric is not shown to scale.

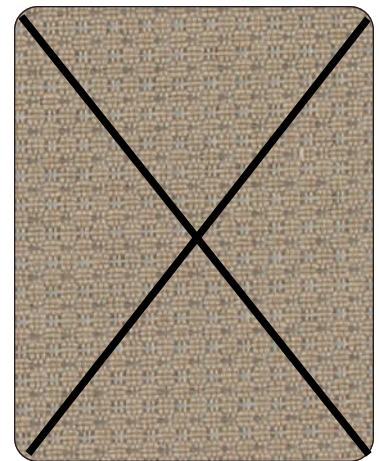
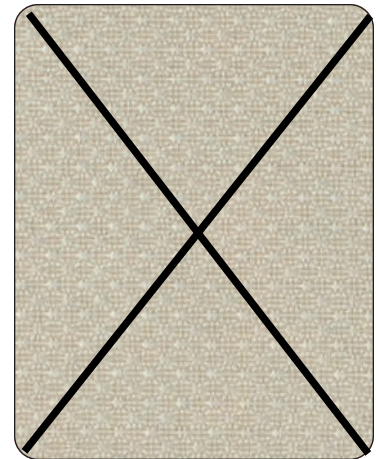


# Burch

Vertical Surface Fabric / **Traction**



7756 Wheat



7759 Chrome



7758 Greystone



7757 Earth





7313 Suede



7317 Ecrú



7318 Putty



7316 Halo



7315 Haze



7314 Flint



## Gladiator Pressure Cleaning

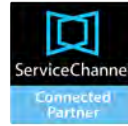
P.O. Box 26574  
Tampa, FL 33623  
Ph: 800-270-9411 - Fax: 813-607-6625  
www.gladiatorpressurecleaning.com  
service@gladiatorpc.com



@Gladiatorpc1



@Gladiatorpc



## Quote

4403

Date

8/10/2023

### Billing Name / Address

Highlands CDD c/o Inframark, LLC  
210 N University Drive Suite 702  
Coral Springs, FL 33071

Customer Phone

813-633-3322



### Cleaning Location

Ayersworth Glen  
11102 Ayersworth Blvd.  
Wimauma, FL 33598

Item	Description	Qty	Rate	Total
Wall / Fence	Pressure clean approximately 12,000 feet of stucco and PVC wall/fence lining Ayersworth Glen Blvd. from SR 672 to US 301. Scope includes the exterior of the wall/fence on both sides of the Ayersworth Glen Blvd..		1,695.00	1,695.00
Cleaning Agents	Cleaning agents and chemicals may be used in the pressure cleaning process			
For questions or concerns please contact Steve McDonough at (813)-924-2256			<b>Total</b>	\$1,695.00

#### Terms and Conditions:

COMMERCIAL billing terms are NET 15 days unless stated otherwise.

RESIDENTIAL billing terms are: a) Paid at time of services are rendered or b) Paid in advance if resident is not at the property.

Quotes are good for 90 days. Customers must provide a suitable water source and make property available to clean.

Gladiator is a fully insured company and a Certificate of Insurance is available upon request.

Payments made by credit card over \$500 incur a 4.5% processing fee.

Please return signed document via fax or email to accept "Terms and Conditions" above and to be place on our schedule. Thank you!

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

**Florida Fountain Maintenance, Inc.**  
**P. O. Box 179**  
**Zephyrhills, FL 33539-0179**

## MAINTENANCE AGREEMENT

DATE

9/23/2025

**Customer Billing Address**

Highlands CDD  
11555 Heron Bay Blvd  
Suite 201  
Coral Springs, FL 33076

**Customer Location Address**

11102 Ayersworth Glen Blvd  
Wimauma, FL 33598

**Description of Work for Fountain**

Florida Fountain agrees to perform the following once a week: on two fountains:

1. Brush walls and floors
2. Clean filter
3. Clean lights
4. Clean floor suction
5. Balance water
6. Add necessary chemicals
7. Vacuum as needed
8. Monitor electrical equipment
9. Motor repair/electrical repair/plumping repair/light repair will be an additional charge
10. Damage to equipment due to wear and tear, storm, lighting, and/or vandalism will be additional charge
11. Labor rate is \$125.00 per man hour

**Payable Monthly**

\$500.00

Accepted By:  
Florida Fountain Maintenance, Inc., a Florida Corporation

NAME: \_\_\_\_\_

SIGNATURE: \_\_\_\_\_

TITLE: \_\_\_\_\_

DATE: \_\_\_\_\_

Accepted By:

\_\_\_\_\_

NAME: \_\_\_\_\_

SIGNATURE: \_\_\_\_\_

TITLE: \_\_\_\_\_

DATE: \_\_\_\_\_





**Splash Pros + Highlands CDD**  
***Entrance Fountain Service Proposal***

**Proposal:**                   \$400/month for weekly service

**Services to be Performed - EVERY VISIT**

- Test & Balance Water Chemistry to ensure it's clear and clean
- Brush Walls and all surfaces
- Net Surface and Water for Debris
- Clean Filter (Monthly)
- Inspect Equipment
- Report Any Issues/Concerns
- Maintain Proper Water Level
- Document with Pictures After Each Service Visit

**Customer's Responsibility**

- Approve Repairs (as needed)
- Report any Issues/Concerns



## RESOLUTION 2026-01

### **THE ANNUAL APPROPRIATION RESOLUTION OF THE HIGHLANDS COMMUNITY DEVELOPMENT DISTRICT 1 (“DISTRICT”) RELATING TO THE ANNUAL APPROPRIATIONS AND ADOPTING THE BUDGET FOR THE FISCAL YEAR BEGINNING OCTOBER 1, 2024, AND ENDING SEPTEMBER 30, 2025; AUTHORIZING BUDGET AMENDMENTS; AND PROVIDING AN EFFECTIVE DATE.**

**WHEREAS**, the District Manager has, prior to the fifteenth (15<sup>th</sup>) day in June 2024, submitted to the Board of Supervisors (“**Board**”) of the Highlands Community Development District (“**District**”) a proposed budget (“**Proposed Budget**”) for the fiscal year beginning October 1, 2024, and ending September 30, 2025 (“**Fiscal Year 2024/2025**”), along with an explanatory and complete financial plan for each fund of the District, pursuant to the provisions of Section 190.008(2)(a), *Florida Statutes*; and

**WHEREAS**, at least sixty (60) days prior to the adoption of the Proposed Budget, the District filed a copy of the Proposed Budget with the local governing authorities having jurisdiction over the area included in the District pursuant to the provisions of Section 190.008(2)(b), *Florida Statutes*; and

**WHEREAS**, the Board set August 13, 2024, as the date for a public hearing thereon and caused notice of such public hearing to be given by publication pursuant to Section 190.008(2)(a), *Florida Statutes*; and

**WHEREAS**, the District Manager posted the Proposed Budget on the District’s website at least two days before the public hearing; and

**WHEREAS**, Section 190.008(2)(a), *Florida Statutes*, requires that, prior to October 1<sup>st</sup> of each year, the Board, by passage of the Annual Appropriation Resolution, shall adopt a budget for the ensuing fiscal year and appropriate such sums of money as the Board deems necessary to defray all expenditures of the District during the ensuing fiscal year; and

**WHEREAS**, the District Manager has prepared a Proposed Budget, whereby the budget shall project the cash receipts and disbursements anticipated during a given time period, including reserves for contingencies for emergency or other unanticipated expenditures during the fiscal year.

**NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF SUPERVISORS OF THE TARA COMMUNITY DEVELOPMENT DISTRICT 1:**

## SECTION 1. BUDGET

- a. The Board has reviewed the Proposed Budget, a copy of which is on file with the office of the District Manager and at the District's Local Records Office, and hereby approves certain amendments thereto, as shown in Section 2 below.
- b. The Proposed Budget, attached hereto as **Exhibit "A,"** as amended by the Board, is hereby adopted in accordance with the provisions of Section 190.008(2)(a), *Florida Statutes* ("**Adopted Budget**"), and incorporated herein by reference; provided, however, that the comparative figures contained in the Adopted Budget may be subsequently revised as deemed necessary by the District Manager to reflect actual revenues and expenditures.
- c. The Adopted Budget, as amended, shall be maintained in the office of the District Manager and at the District's Local Records Office and identified as "The Budget for the Tara Community Development District 1 for the Fiscal Year Ending September 30, 2025."
- d. The Adopted Budget shall be posted by the District Manager on the District's official website within thirty (30) days after adoption and shall remain on the website for at least two (2) years.

## SECTION 2. APPROPRIATIONS

There is hereby appropriated out of the revenues of the District, for Fiscal Year 2024/2025, the sum of \$ **2,779,190** to be raised by the levy of assessments and otherwise, which sum is deemed by the Board to be necessary to defray all expenditures of the District during said budget year, to be divided and appropriated in the following fashion:

TOTAL GENERAL FUND	\$1,470,852
RESERVE FUND	\$252,625
DEBT SERVICE FUND(S)	\$1,055,713
TOTAL ALL FUNDS*	<b>\$2,779,190</b>

\*Exclusive of any collection costs.

## SECTION 3. BUDGET AMENDMENTS

Pursuant to Section 189.016, *Florida Statutes*, the District at any time within Fiscal Year 2024/2025 or within sixty (60) days following the end of the Fiscal Year 2024/2025 may amend its Adopted Budget for that fiscal year as follows:

- a. The Board may authorize an increase or decrease in line-item appropriations within a fund by motion recorded in the minutes if the total appropriations of the fund do not increase.
- b. The District Manager or Treasurer may authorize an increase or decrease in line-item appropriations within a fund if the total appropriations of the fund do not increase and if the aggregate change in the original appropriation item does not exceed \$10,000 or 10% of the original appropriation.
- c. By resolution, the Board may increase any appropriation item and/or fund to reflect receipt of any additional unbudgeted monies and make the corresponding change to appropriations or the unappropriated balance.
- d. Any other budget amendments shall be adopted by resolution and consistent with Florida law.

The District Manager or Treasurer must establish administrative procedures to ensure that any budget amendments are in compliance with this Section 3 and Section 189.016, *Florida Statutes*, among other applicable laws.

**SECTION 4. EFFECTIVE DATE.** This Resolution shall take effect immediately upon adoption.

ATTEST:

**HIGHLANDS COMMUNITY  
DEVELOPMENT DISTRICT 1**

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

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

**Proposed Budget Amendment**  
For the Period Ending September 30, 2025

ACCOUNT DESCRIPTION	CURRENT BUDGET	PROPOSED AMENDMENT	FINAL BUDGET	YEAR TO DATE ACTUAL	VARIANCE (\$) FAV(UNFAV)
<b><u>REVENUES</u></b>					
Interest - Investments	\$ -	\$ -	\$ -	\$ 30,419	\$ 30,419
Interest - Tax Collector	-	-	-	6,486	6,486
Special Assmnts- Tax Collector	1,140,749	-	1,140,749	1,169,344	28,595
Other Miscellaneous Revenues	5,000	-	5,000	10,740	5,740
Insurance Reimbursements	-	-	-	181,237	181,237
<b>TOTAL REVENUES</b>	<b>1,145,749</b>	<b>-</b>	<b>1,145,749</b>	<b>1,398,226</b>	<b>252,477</b>
<b><u>EXPENDITURES</u></b>					
<b><u>Administration</u></b>					
P/R-Board of Supervisors	12,000	-	12,000	10,200	1,800
FICA Taxes	-	-	-	676	(676)
ProfServ-Arbitrage Rebate	15,000	-	15,000	2,500	12,500
ProfServ-Dissemination Agent	-	-	-	5,500	(5,500)
ProfServ-Trustee Fees	48,000	-	48,000	26,109	21,891
District Counsel	25,000	-	25,000	26,224	(1,224)
District Engineer	12,000	-	12,000	8,605	3,395
District Manager	66,272	-	66,272	66,276	(4)
Auditing Services	5,500	-	5,500	5,600	(100)
Website Hosting/Email services	6,400	-	6,400	1,961	4,439
Public Officials Insurance	3,458	-	3,458	3,458	-
Legal Advertising	3,500	-	3,500	1,433	2,067
Bank Fees	800	-	800	-	800
Dues, Licenses, Subscriptions	175	-	175	175	-
<b>Total Administration</b>	<b>198,105</b>	<b>-</b>	<b>198,105</b>	<b>158,717</b>	<b>39,388</b>
<b><u>Electric Utility Services</u></b>					
Street Lights	175,000	29,084	204,084	204,084	-
Utility Services	16,500	-	16,500	13,529	2,971
Utility - Recreation Facilities	500	-	500	547	(47)
Utility-Pool	2,000	-	2,000	3,388	(1,388)
<b>Total Electric Utility Services</b>	<b>194,000</b>	<b>29,084</b>	<b>223,084</b>	<b>221,548</b>	<b>1,536</b>
<b><u>Garbage/Solid Waste Services</u></b>					
Garbage - Recreation Facility	1,956	-	1,956	2,896	(940)
<b>Total Garbage/Solid Waste Services</b>	<b>1,956</b>	<b>-</b>	<b>1,956</b>	<b>2,896</b>	<b>(940)</b>
<b><u>Water-Sewer Comb Services</u></b>					
Utility Services	10,000	-	10,000	4,942	5,058
<b>Total Water-Sewer Comb Services</b>	<b>10,000</b>	<b>-</b>	<b>10,000</b>	<b>4,942</b>	<b>5,058</b>

**Proposed Budget Amendment**  
For the Period Ending September 30, 2025

ACCOUNT DESCRIPTION	CURRENT BUDGET	PROPOSED AMENDMENT	FINAL BUDGET	YEAR TO DATE ACTUAL	VARIANCE (\$) FAV(UNFAV)
<b><u>Stormwater Control</u></b>					
R&M-Wetland Monitoring	22,950	-	22,950	33,185	(10,235)
R&M Lake & Pond Bank	2,500	-	2,500	6,160	(3,660)
Aquatic Maintenance	27,000	-	27,000	33,239	(6,239)
Aquatic Plant Replacement	1,000	-	1,000	-	1,000
<b>Total Stormwater Control</b>	<b>53,450</b>	<b>-</b>	<b>53,450</b>	<b>72,584</b>	<b>(19,134)</b>
<b><u>Other Physical Environment</u></b>					
Field Services	7,200	-	7,200	7,200	-
Contracts-Annals	5,400	-	5,400	-	5,400
Insurance - General Liability	3,804	-	3,804	3,801	3
Property Insurance	24,157	-	24,157	24,157	-
R&M-Irrigation	35,600	39,818	75,418	75,418	-
Landscape - Mulch	29,800	-	29,800	10,260	19,540
Landscape Maintenance	206,060	17,133	223,193	223,193	-
Landscape Replacement	30,000	29,480	59,480	59,480	-
Entry & Walls Maintenance	5,000	-	5,000	11,875	(6,875)
Holiday Decoration	17,075	-	17,075	17,075	-
Miscellaneous Expenses	5,000	-	5,000	7,458	(2,458)
<b>Total Other Physical Environment</b>	<b>369,096</b>	<b>86,431</b>	<b>455,527</b>	<b>439,917</b>	<b>15,610</b>
<b><u>Security Operations</u></b>					
Security Patrol Services	35,000	14,013	49,013	49,013	-
<b>Total Security Operations</b>	<b>35,000</b>	<b>14,013</b>	<b>49,013</b>	<b>49,013</b>	<b>-</b>
<b><u>Parks and Recreation</u></b>					
Management Contract	201,680	-	201,680	190,364	11,316
Pest Control	950	-	950	625	325
Telephone/Fax/Internet Services	2,750	-	2,750	3,042	(292)
R&M-Clubhouse	12,000	7,123	19,123	19,123	-
R&M-Pools	30,000	13,577	43,577	16,423	27,154
R&M-Fitness Equipment	1,500	-	1,500	3,968	(2,468)
R&M Basketball Courts	1,500	-	1,500	10,393	(8,893)
Furniture Repair/Replacement	2,000	-	2,000	1,113	887
Access Control Maintenance & Repair	8,970	-	8,970	4,051	4,919
Computer Support	500	-	500	-	500
Office Supplies	1,500	-	1,500	2,396	(896)
Dog Waste Station Supplies	5,760	-	5,760	5,760	-
Pool Permits	275	-	275	275	-
<b>Total Parks and Recreation</b>	<b>269,385</b>	<b>20,700</b>	<b>290,085</b>	<b>257,533</b>	<b>32,552</b>



**Proposed Budget Amendment**  
For the Period Ending September 30, 2025

ACCOUNT DESCRIPTION	CURRENT BUDGET	PROPOSED AMENDMENT	FINAL BUDGET	YEAR TO DATE ACTUAL	VARIANCE (\$) FAV(UNFAV)
<b><u>Special Events</u></b>					
Special Events	7,500	-	7,500	7,569	(69)
<b>Total Special Events</b>	7,500	-	7,500	7,569	(69)
<b><u>Reserves</u></b>					
Misc-Contingency	57,450	124,682	182,132	182,132	-
<b>Total Reserves</b>	57,450	124,682	182,132	182,132	-
<b>TOTAL EXPENDITURES &amp; RESERVES</b>	<b>1,195,942</b>	<b>274,910</b>	<b>1,470,852</b>	<b>1,396,851</b>	<b>74,001</b>
Excess (deficiency) of revenues					
Over (under) expenditures	(50,193)	(274,910)	(325,103)	1,375	326,478
Net change in fund balance	(50,193)	(274,910)	(325,103)	1,375	326,478
<b>FUND BALANCE, BEGINNING (OCT 1, 2024)</b>	<b>241,392</b>	<b>-</b>	<b>241,392</b>	<b>241,392</b>	<b>-</b>
<b>FUND BALANCE, ENDING</b>	<b>\$ 191,199</b>	<b>\$ (274,910)</b>	<b>\$ (83,711)</b>	<b>\$ 242,767</b>	<b>\$ 326,478</b>

**Proposed Budget Amendment**  
For the Period Ending September 30, 2025

ACCOUNT DESCRIPTION	CURRENT BUDGET	PROPOSED AMENDMENT	FINAL BUDGET	YEAR TO DATE ACTUAL	VARIANCE (\$) FAV(UNFAV)
<b>REVENUES</b>					
Interest - Investments	\$ -	\$ -	\$ -	\$ -	\$ -
Special Assmnts- Tax Collector	232,550	-	232,550	238,289	5,739
<b>TOTAL REVENUES</b>	<b>232,550</b>	<b>-</b>	<b>232,550</b>	<b>238,289</b>	<b>5,739</b>
<b>EXPENDITURES</b>					
<b>Reserves</b>					
Capital Reserve	182,357	70,268	252,625	252,625	-
<b>Total Reserves</b>	<b>182,357</b>	<b>70,268</b>	<b>252,625</b>	<b>252,625</b>	<b>-</b>
<b>TOTAL EXPENDITURES &amp; RESERVES</b>	<b>182,357</b>	<b>70,268</b>	<b>252,625</b>	<b>252,625</b>	<b>-</b>
Excess (deficiency) of revenues Over (under) expenditures	50,193	(70,268)	(20,075)	(14,336)	5,739
Net change in fund balance	50,193	(70,268)	(20,075)	(14,336)	5,739
<b>FUND BALANCE, BEGINNING (OCT 1, 2024)</b>	<b>467,564</b>	<b>-</b>	<b>467,564</b>	<b>467,564</b>	<b>-</b>
<b>FUND BALANCE, ENDING</b>	<b>\$ 517,757</b>	<b>\$ (70,268)</b>	<b>\$ 447,489</b>	<b>\$ 453,228</b>	<b>\$ 5,739</b>

**Proposed Budget Amendment**  
For the Period Ending September 30, 2025

ACCOUNT DESCRIPTION	CURRENT BUDGET	PROPOSED AMENDMENT	FINAL BUDGET	YEAR TO DATE ACTUAL	VARIANCE (\$) FAV(UNFAV)
<b><u>REVENUES</u></b>					
Interest - Investments	\$ -	\$ -	\$ -	\$ 58,663	\$ 58,663
Special Assmnts- Tax Collector	1,063,442	-	1,063,442	1,093,368	29,926
<b>TOTAL REVENUES</b>	<b>1,063,442</b>	<b>-</b>	<b>1,063,442</b>	<b>1,152,031</b>	<b>88,589</b>
<b><u>EXPENDITURES</u></b>					
<b><u>Debt Service</u></b>					
Principal Debt Retirement	485,000	-	485,000	485,000	-
Principal Prepayments	-	5,000	5,000	5,000	-
Interest Expense	565,713	-	565,713	565,713	-
<b>Total Debt Service</b>	<b>1,050,713</b>	<b>5,000</b>	<b>1,055,713</b>	<b>1,055,713</b>	<b>-</b>
<b>TOTAL EXPENDITURES</b>	<b>1,050,713</b>	<b>5,000</b>	<b>1,055,713</b>	<b>1,055,713</b>	<b>-</b>
Excess (deficiency) of revenues Over (under) expenditures	12,729	(5,000)	7,729	96,318	88,589
Net change in fund balance	12,729	(5,000)	7,729	96,318	88,589
<b>FUND BALANCE, BEGINNING (OCT 1, 2024)</b>	<b>1,197,564</b>	<b>-</b>	<b>1,197,564</b>	<b>1,197,564</b>	<b>-</b>
<b>FUND BALANCE, ENDING</b>	<b>\$ 1,210,293</b>	<b>\$ (5,000)</b>	<b>\$ 1,205,293</b>	<b>\$ 1,293,882</b>	<b>\$ 88,589</b>

(Sorted by Check / ACH No.)

Fund No.	Date	Payee	Invoice No.	Payment Description	Invoice / GL Description	G/L Account #	Amount Paid
<b>GENERAL FUND - 001</b>							
<b>CHECK # 100232</b>							
001	09/04/25	SPLASH PROS LLC	# 7169	June 2025 and July 2025 Pool Service, Fountain autofill and clean pool	R&M-Pools	546074-57201	\$4,900.00
<b>Check Total</b>							<b>\$4,900.00</b>
<b>CHECK # 100234</b>							
001	09/04/25	MARC SECURITY SERVICES	1566	August 2025 Security Service	Security Patrol Services	531116-53935	\$4,921.56
<b>Check Total</b>							<b>\$4,921.56</b>
<b>CHECK # 100235</b>							
001	09/04/25	FITNESSMITH	INV1092658A	MAINT SVCS	R&M-Fitness Equipment	546115-57201	\$500.00
<b>Check Total</b>							<b>\$500.00</b>
<b>CHECK # 100236</b>							
001	09/09/25	PERSSON, COHEN, MOONEY,	6340	LEGAL SERVICES THRU 08/30/25	District Counsel	531146-51401	\$2,921.25
<b>Check Total</b>							<b>\$2,921.25</b>
<b>CHECK # 100237</b>							
001	09/12/25	BDI ENGINEERING	2106	ENGINEERING SVC AUG 25	District Engineer	531147-51301	\$1,620.00
<b>Check Total</b>							<b>\$1,620.00</b>
<b>CHECK # 100238</b>							
001	09/12/25	INFRAMARK LLC	158079	SEPT 25 MGMT FEES	District Manager	531150-51301	\$5,523.00
001	09/12/25	INFRAMARK LLC	158079	SEPT 25 MGMT FEES	Dog Waste Station Supplies	552160-57201	\$480.00
001	09/12/25	INFRAMARK LLC	158079	SEPT 25 MGMT FEES	Management Contract	531136-57201	\$15,515.00
001	09/12/25	INFRAMARK LLC	158079	SEPT 25 MGMT FEES	Field Services	531122-53900	\$600.00
<b>Check Total</b>							<b>\$22,118.00</b>
<b>CHECK # 100239</b>							
001	09/12/25	SPRINKLER SOLUTIONS OF FLORIDA ,INC.	54559	August 2025 Irrigation Contract	R&M-Irrigation	546041-53900	\$2,066.00
<b>Check Total</b>							<b>\$2,066.00</b>
<b>CHECK # 100240</b>							
001	09/12/25	FOAM BY DESIGN, INC.	23640	Foam replacement	Misc-Contingency	549900-58200	\$975.00
<b>Check Total</b>							<b>\$975.00</b>
<b>CHECK # 100241</b>							
001	09/22/25	CROSSCREEK ENVIROMENTAL INC	22584	Phase 3B & 3C (Wetland Buffer)	R&M-Wetland Monitoring	546108-53805	\$14,985.00
001	09/22/25	CROSSCREEK ENVIROMENTAL INC	22726	Phase 4 (Mitigation area M1)	R&M-Wetland Monitoring	546108-53805	\$2,450.00
<b>Check Total</b>							<b>\$17,435.00</b>
<b>CHECK # 100242</b>							
001	09/22/25	INNERSYNC	INV-SN-832	WEBSITE / COMPLIANCE SVCS	Website Hosting/Email services	534369-51301	\$128.12
001	09/22/25	INNERSYNC	INV-SN-800	Website Compliance	Website Hosting/Email services	534369-51301	\$128.12
<b>Check Total</b>							<b>\$256.24</b>
<b>CHECK # 100243</b>							
001	09/22/25	HOWIE'S PLUMBING INC	61874132	INSTALL DRINKING FOUNTAINS	R&M-Clubhouse	546015-57201	\$6,450.00
<b>Check Total</b>							<b>\$6,450.00</b>
<b>CHECK # 100244</b>							
001	09/22/25	INFRAMARK LLC	157169-REVISED	July 2025 Mail Notice for Budget, Postage, Install Drinking Fountain Base, Reset Dog Station	Misc-Contingency	549900-58200	\$1,185.00
001	09/22/25	INFRAMARK LLC	157169-REVISED	July 2025 Mail Notice for Budget, Postage, Install Drinking Fountain Base, Reset Dog Station	Management Contract	531136-57201	\$4,183.74
001	09/22/25	INFRAMARK LLC	157169-REVISED	July 2025 Mail Notice for Budget, Postage, Install Drinking Fountain Base, Reset Dog Station	Misc-Contingency	549900-58200	\$1.38
001	09/22/25	INFRAMARK LLC	1162426	Clean up of Mira Bella Easement	Misc-Contingency	549900-58200	\$300.00
001	09/22/25	INFRAMARK LLC	1162486	August 22, 2025 Fence Pressure Washing and Amenity Sidewalks at the playground	Misc-Contingency	549900-58200	\$3,075.00
<b>Check Total</b>							<b>\$8,745.12</b>
<b>CHECK # 100245</b>							
001	09/22/25	ADVANCED AQUATIC SERVICES, INC.	090125-	SEPT 25 AQUATIC MAINT	Aquatic Maintenance	546995-53805	\$2,340.00
<b>Check Total</b>							<b>\$2,340.00</b>

(Sorted by Check / ACH No.)

Fund No.	Date	Payee	Invoice No.	Payment Description	Invoice / GL Description	G/L Account #	Amount Paid
<b>CHECK # 100246</b>							
001	09/22/25	PINE LAKE NURSERY & LANDSCAPE, LLC	8089	SEPT 25 LANDSCAPE MAINT	Landscape Maintenance	546300-53900	\$20,027.24
<b>Check Total</b>							<b>\$20,027.24</b>
<b>CHECK # 100247</b>							
001	09/22/25	MARC SECURITY SERVICES	1606	SECURITY SRVC FROM 09/01 -09/30/25	Security Patrol Services	531116-53935	\$4,842.18
<b>Check Total</b>							<b>\$4,842.18</b>
<b>CHECK # 1418</b>							
001	09/11/25	ALLTECH SERVICES LLC	132680	LED Lights for monuments	Entry & Walls Maintenance	546992-53900	\$375.00
001	09/11/25	ALLTECH SERVICES LLC	132688	Replacement of Flood Lights	Misc-Contingency	549900-58200	\$685.00
<b>Check Total</b>							<b>\$1,060.00</b>
<b>CHECK # 1419</b>							
001	09/22/25	EGIS INSURANCE ADVISORS	29640	RENEWAL POLICY	Prepaid Items	155000	\$32,944.00
<b>Check Total</b>							<b>\$32,944.00</b>
<b>CHECK # 300042</b>							
001	09/11/25	CHARTER COMMUNICATIONS HOLDINGS INC	3164516082425	BILL PRD 08/24-09/23/25	Telephone/Fax/Internet Services	541009-57201	\$176.32
<b>Check Total</b>							<b>\$176.32</b>
<b>CHECK # 300043</b>							
001	09/18/25	TECO ACH	091825 ACH	BILL PRD 07/23 - 08/20/2025	Street Lights	543057-53100	\$17,019.35
001	09/18/25	TECO ACH	091825 ACH	BILL PRD 07/23 - 08/20/2025	Utility Services	543063-53100	\$1,291.76
001	09/18/25	TECO ACH	091825 ACH	BILL PRD 07/23 - 08/20/2025	Utility - Recreation Facilities	543079-53100	\$43.07
001	09/18/25	TECO ACH	091825 ACH	BILL PRD 07/23 - 08/20/2025	Utility-Pool	543110-53100	\$64.86
<b>Check Total</b>							<b>\$18,419.04</b>
<b>CHECK # 300044</b>							
001	09/25/25	WASTE MANAGEMENT INC. ACH	0183089-2206-3	SEPT 2025 WASTE MGMT SERVICES	Garbage - Recreation Facility	531133-53401	\$249.05
<b>Check Total</b>							<b>\$249.05</b>
<b>CHECK # 300045</b>							
001	09/25/25	BOCC ACH	091525-393232-ACH	BILL PRD 08/13-09/14/25	Utility Services	543063-53600	\$361.61
<b>Check Total</b>							<b>\$361.61</b>
<b>CHECK # 300046</b>							
001	09/25/25	BOCC ACH	091525-563232-ACH	BILL PRD 08/14-09/14/25	Utility Services	543063-53600	\$40.94
<b>Check Total</b>							<b>\$40.94</b>
<b>CHECK # 300047</b>							
001	09/25/25	BOCC ACH	091525-663232-ACH	BILL PRD 08/12-09/14/25	Utility Services	543063-53600	\$53.94
<b>Check Total</b>							<b>\$53.94</b>
<b>CHECK # DD1344</b>							
001	09/02/25	ELAN FINANCIAL SERVICES ACH	080425-6748	JULY PURCHASES	Miscellaneous Expenses	549999-53900	\$54.00
001	09/02/25	ELAN FINANCIAL SERVICES ACH	080425-6748	JULY PURCHASES	Miscellaneous Expenses	549999-53900	\$338.49
001	09/02/25	ELAN FINANCIAL SERVICES ACH	080425-6748	JULY PURCHASES	Office Supplies	551002-57201	\$229.41
001	09/02/25	ELAN FINANCIAL SERVICES ACH	080425-6748	JULY PURCHASES	R&M-Fitness Equipment	546115-57201	\$83.90
001	09/02/25	ELAN FINANCIAL SERVICES ACH	080425-6748	JULY PURCHASES	Special Events	549052-57401	\$21.46
<b>Check Total</b>							<b>\$727.26</b>
<b>CHECK # DD1348</b>							
001	09/05/25	ORLANDO O. ECHEVARRIA - EFT	OE 031125 EFT	BOARD 3/11/25	P/R-Board of Supervisors	511001-51301	\$200.00
<b>Check Total</b>							<b>\$200.00</b>
<b>CHECK # DD1349</b>							
001	09/23/25	ORLANDO O. ECHEVARRIA - EFT	OE-091725-EFT	BOARD 9/17/25	P/R-Board of Supervisors	511001-51101	\$200.00
<b>Check Total</b>							<b>\$200.00</b>
<b>CHECK # DD1350</b>							
001	09/30/25	GUARDIAN PROTECTION SVCS INC - ACH	70675069-ACH	SEC SVCS 9/28-10/27/25	Security Patrol Services	531116-53935	\$51.97
<b>Check Total</b>							<b>\$51.97</b>
<b>Fund Total</b>							<b>\$154,601.72</b>
<b>Total Checks Paid</b>							<b>\$154,601.72</b>