

**SHELL POINT
COMMUNITY DEVELOPMENT
DISTRICT**

MEETING AGENDA

**Tuesday, September 9, 2025, at 5:30 P.M.
Meeting to be held at:**

**The Shell Point Clubhouse
1155 7th Ave Nw., Ruskin, Fl 33570**

[Teams Meeting Information](#)

**Meeting ID: 257 082 088 904 Passcode: qvkizD
Dial-in by phone +1 646-838-1601 Phone conference ID: 916 390 770#**

PREPARED BY:



2005 PAN AM CIRCLE, SUITE 300
TAMPA, FL 33067

Shell Point Community Development District

Board of Supervisors'

Vincent Orlando, Chairperson
Elaine Pennington, Vice Chairperson
Cheryl Hammond, Assistant Secretary
Angela Davis, Assistant Secretary
Brittany Schwartzbauer, Assistant Secretary

District Staff

Alize Aninipot, District Manager
Michael Broadus, District Counsel
Phil Chang, District Engineer

REGULAR MEETING AGENDA Tuesday, September 9, 2025, at 5:30 p.m. [Teams Meeting Information](#)

Meeting ID: 257 082 088 904 Passcode: qvkizD

Dial-in by phone +1 646-838-1601 Phone conference ID: 916 390 770#

1. **Call To Order and Roll Call**
2. **Audience Comments** *Each individual has the opportunity to comment and is limited to **three (3)** minutes for such comment.*
3. **Motion to Approve the Agenda**
4. **Consent Agenda**
 - A. Approval of Minutes for August 12, 2025, Regular Meeting, & August 26, 2025, Workshop.....Page 3
 - B. Consideration of Operation and Maintenance July 2025.....Page 9
 - C. Acceptance of FY 2025 Grau Audit Engagement Letter.....Page 75
5. **Staff Reports**
 - A. District Counsel
 - B. District Engineer
 - i. Discussion on Pool Crack
 - C. District Manager
 - D. Onsite Report.....Page 80
6. **Business Items**
 - A. Consideration on Landscaping RFP/Project.....Page 81
 - B. Discussion on Rental Cleaning Fee
 - C. Discussion on Website Updates
 - D. Discussion on Pool Signpost Design and Costs
 - E. Discussion on Ponds
7. **Board of Supervisors' Requests and Comments**
8. **Audience Comments**
9. **Adjournment**

The next regular meeting is scheduled to be held on Tuesday, October 14, 2025, at 5:30 p.m.

The next Workshop will be held on Tuesday, September 23, 2025, at 6:00 p.m.

**MINUTES OF MEETING
SHELL POINT
COMMUNITY DEVELOPMENT DISTRICT**

The Public Hearing and regular meetings of the Board of Supervisors of Shell Point Community Development District was held on Tuesday, August 12, 2025, and called to order at 5:34 p.m. at the Shell Point Clubhouse, located at 1155 7th Avenue NW, Ruskin, Florida 33570.

Present and constituting a quorum were:

Vincent Orlando	Chairperson
Elaine Pennington	Vice Chairperson
Angela Davis	Assistant Secretary
Cheryl Hammond	Assistant Secretary
Brittany Schwartzbauer	Assistant Secretary

Also present were:

Lisa Castoria	District Manager, Inframark
Alize Aninipot	District Manager, Inframark
Ken Hoefle	Onsite Manager, Inframark
Steven Ashton	
Residents	

The following is a summary of the discussions and actions taken.

FIRST ORDER OF BUSINESS

Call to Order/Roll Call

The meeting was called to order, and a quorum was established.

SECOND ORDER OF BUSINESS

Public Comments on Agenda Items

There being none, the next order of business followed.

THIRD ORDER OF BUSINESS

**Public Hearing on Adopting Fiscal Year
2026 Final Budget & Levying O&M
Assessments**

**A. Open Public Hearing on Adopting Fiscal Year 2026 Final Budget & Levying
O&M Assessments**

On MOTION by Mr. Orlando seconded by Ms. Hammond with all in favor, open the public hearing at 5:46 p.m., which was approved. 5-0

B. Staff Presentations

Ms. Castoria discussed the budget with no edits or changes.

C. Public Comments

There were several comments received.

D. Consideration of Resolution 2025-06; Adopting Final Fiscal Year 2026 Budget

On MOTION by Ms. Hammond seconded by Ms. Davis, with all in favor, Resolution 2025-06; Adopting Final Fiscal Year 2026 Budget with a 58.4% increase, was adopted as presented. 5-0

E. Consideration of Resolution 2025-07; Levying O&M Assessments

On MOTION by Mr. Orlando seconded by Ms. Pennington, with all in favor, Resolution 2025-07; Levying O&M Assessments was adopted. 5-0

F. Close Public Hearing on Adopting Fiscal Year 2026 Final Budget & Levying O&M Assessments

On MOTION by Ms. Hammond, seconded by Mr. Orlando with all in favor, the public hearing close at 6:47 p.m., was approved. 5-0

FOURTH ORDER OF BUSINESS**Consent Agenda**

A. Approval of Minutes of July 10, 2025, Regular Meeting, & July 22, 2025, Workshop

B. Consideration of Operation and Maintenance June 2025

C. Ratification of Pool Repairs

A discussion ensued regarding Mr. Hanley has offered to include impeller at no charge.

On MOTION by Mr. Orlando seconded by Ms. Schwartzbauer, with all in favor, the Consent Agenda items was approved. 5-0

FIFTH ORDER OF BUSINESS**Staff Reports**

A. District Counsel

There being none, the next item followed.

B. District Engineer

i. Update on Pond Erosion

A discussion ensued on pond erosion project which to commence end of August.

District Engineer will then inspect additional ponds.

C. District Manager

There being none, the next item followed.

D. Onsite Report

There being none, the next order of business followed.

SIXTH ORDER OF BUSINESS**Business Items****A. Consideration of Resolution 2025-08; Setting Fiscal Year 2026 Annual Meeting Schedule**

On MOTION by Mr. Orlando seconded by Ms. Pennington, with all in favor, Resolution 2025-08; Setting Fiscal Year 2026 Annual Meeting Schedule with a budget workshop on April 7th, Budget approval in June, and Budget adoption in August of 2026, was adopted. 5-0

B. Discussion on Landscaping RFP/Project Manual

This business item is not yet completed. To be included on the September agenda.

C. Discussion on Ponds

A discussion ensued with Mr. Ashton.

D. Discussion on Rental Residents

On MOTION by Ms. Pennington, seconded by Mr. Orlando, with all in favor, amending CDD clubhouse rental policy/contract to include cleaning fee, cleaning checklist, and set public hearing, was approved. 5-0

The Board of Supervisors requested proposals for cleaning vendors.

E. Discussion on Website Updates

This business item has been tabled and to be included on the September agenda.

F. Discussion on Pool Signpost Design and Costs

This business item has been tabled and to be included on the September agenda.

G. Update on Pool Crack

An update was provided.

The Brightview palm tree removal proposal was declined by the Board of Supervisors.

SEVENTH ORDER OF BUSINESS**Board of Supervisors' Requests and Comments**

The Board discussed the following:

- Direct District Manager to not pay Brightview for the washout project as work is incomplete and unacceptable.

EIGHTH ORDER OF BUSINESS**Public Comments**

There were several comments received.

NINTH ORDER OF BUSINESS

Adjournment

There being no further business,

On MOTION by Ms. Hammond seconded by Ms. Davis, with all in favor, meeting was adjourned at 8:05 p.m. 5-0

Alize Aninipot
District Manager

Vincent Orlando
Chairperson

**MINUTES OF WORKSHOP
SHELL POINT
COMMUNITY DEVELOPMENT DISTRICT**

The workshop of the Board of Supervisors of Shell Point Community Development District was held on Tuesday, August 26, 2025, and called to order at 6:00 p.m. at the Shell Point Clubhouse, located at 1155 7th Avenue NW, Ruskin, Florida 33570.

Present were:

Vincent Orlando	Chairperson
Elaine Pennington	Vice-Chairperson
Cheryl Hammond	Assistant Secretary
Brittany Schwartzbauer	Assistant Secretary
Angela Davis	Assistant Secretary

Also Present:

Micheal Perez	District Manager
Ken Hoelfe	Onsite Manager

The following item was discussed during August 26, 2025, Shell Point Community Development District Workshop; no motions, votes or actions were taken. Any action to be taken on the items listed below will occur at a regular meeting of the Board of Supervisors.

FIRST ORDER OF BUSINESS **Call to Order**

The workshop to order.

SECOND ORDER OF BUSINESS **Roll Call**

No roll call is needed for a workshop.

THIRD ORDER OF BUSINESS **Audience Questions, Comments and Discussion Forum**

There being none, the next order of business followed.

FOURTH ORDER OF BUSINESS **Discussion on Pool Crack**

A discussion ensued by Mr. Hoelfe regarding crack in the pool which is still being reviewed by District Engineer.

FIFTH ORDER OF BUSINESS **Discussion on Counting Trees within CDD Property**

Ms. Davis passed out a map and a discussion ensued regarding the count of all the trees on the property concerning last year's hurricane damage.

A discussion ensued regarding the RFP process and corrections needed. Vendors were notified of corrections.

SIXTH ORDER OF BUSINESS **Board of Supervisors' Requests and Comments**

A discussion ensued regarding the pool sign's location and pylons.

A discussion ensued regarding the transition of the District Manager and assured the Board of Supervisors that the district will not be affected.

A comment was received by a resident regarding the pool crack and was properly addressed.

SEVENTH ORDER OF BUSINESS

Adjournment

There being no further business, the workshop was adjourned at 8:22 p.m.

Alice Aninipot
District Manager

Vincent Orlando
Chairperson

SHELL POINT CDD
Summary of Operations and Maintenance Invoices

Vendor	Invoice Date	Invoice/Account Number	Amount	Invoice Total	Comments/Description
Monthly Contract					
INFRAMARK LLC	6/17/2025	151870	\$1,448.55	\$1,448.55	E-mail renewals
Monthly Contract Subtotal			\$1,448.55	\$1,448.55	
Utilities					
BOCC ACH	7/2/2025	070225-9190-ACH	\$279.27	\$279.27	WATER
Utilities Subtotal			\$279.27	\$279.27	
Regular Services					
ACTION SECURITY, INC	3/1/2025	28658	\$145.00	\$145.00	security monitoring
ACTION SECURITY, INC	7/1/2025	29813	\$145.00	\$145.00	security monitoring
ACTION SECURITY, INC	7/2/2025	29929	\$645.00	\$645.00	R&M
ANGELA MARIE DAVIS	7/8/2025	AD-070825	\$200.00	\$200.00	BOARD 7/8/25
ANGELA MARIE DAVIS	7/22/2025	AD-072225	\$200.00	\$200.00	BOARD 7/22/25
BL POOLS dba AQUASENTRY	5/5/2025	S98689M-22	\$1,995.00	\$1,995.00	pool contract
BL POOLS dba AQUASENTRY	5/31/2025	S8GQ16Z-59	\$1,995.00	\$1,995.00	pool contract
BRITTANY IVY-SCHWARTZBAUER	7/8/2025	BS-070825	\$200.00	\$200.00	BOARD 7/8/25
BRITTANY IVY-SCHWARTZBAUER	7/22/2025	BS-072225	\$200.00	\$200.00	BOARD 7/22/25
BUSINESS OBSERVER	7/4/2025	25-01906H	\$319.38	\$319.38	Advertising
BUSINESS OBSERVER	7/11/2025	25-01972H	\$80.94	\$80.94	Advertising
CHARTER COMMUNICATIONS ACH	7/9/2025	2459430070925-ACH	\$205.00	\$205.00	INTERNET
CHERYL ANN HAMMOND	7/8/2025	CH-070825	\$200.00	\$200.00	BOARD 7/8/25
CHERYL ANN HAMMOND	7/22/2025	CH-072225	\$200.00	\$200.00	BOARD 7/22/25
DOORKING INC.	7/12/2025	2543683	\$34.95	\$34.95	cell
ELAINE PENNINGTON	7/8/2025	EP-070825	\$200.00	\$200.00	BOARD 7/8/25
ELAINE PENNINGTON	7/22/2025	EP-072225	\$200.00	\$200.00	BOARD 7/22/25
FIRST CHOICE AQUATIC WEED	6/30/2025	111663	\$1,463.00	\$1,463.00	pond contract
INFRAMARK LLC	6/17/2025	151870	\$19.83	\$19.83	copies, postage, email renewal
INFRAMARK LLC	7/1/2025	152945	\$350.00		MANAGEMENT FEE
INFRAMARK LLC	7/1/2025	152945	\$3,000.00		MANAGEMENT FEE

SHELL POINT CDD
Summary of Operations and Maintenance Invoices

Vendor	Invoice Date	Invoice/Account Number	Amount	Invoice Total	Comments/Description
INFRAMARK LLC	7/1/2025	152945	\$7,050.00	\$10,400.00	MANAGEMENT FEE
INFRAMARK LLC	6/30/2025	152716	\$350.00		MANAGEMENT FEE
INFRAMARK LLC	6/30/2025	152716	\$3,000.00		MANAGEMENT FEE
INFRAMARK LLC	6/30/2025	152716	\$7,050.00	\$10,400.00	MANAGEMENT FEE
INFRAMARK LLC	7/16/2025	154341	\$17.46		copies
INFRAMARK LLC	7/22/2025	152342	\$350.00		MANAGEMENT FEE
INFRAMARK LLC	7/22/2025	152342	\$3,000.00		MANAGEMENT FEE
INFRAMARK LLC	7/22/2025	152342	\$7,050.00		MANAGEMENT FEE
INFRAMARK LLC	7/22/2025	152342	\$3,716.67	\$14,116.67	MANAGEMENT FEE
MHD COMMUNICATIONS	7/7/2025	38420	\$121.25	\$121.25	R&M
STRALEY ROBIN VERICKER	7/9/2025	26789	\$927.50	\$927.50	district council
TECO ACH	7/7/2025	070725-6112-ACH	\$8,341.37	\$8,341.37	ELECTRIC
VINCENT ORLANDO	7/8/2025	VO-070825	\$200.00	\$200.00	BOARD 7/8/25
VINCENT ORLANDO	7/22/2025	VO-072225	\$200.00	\$200.00	BOARD 7/22/25
Regular Services Subtotal			\$53,372.35	\$53,354.89	
Additional Services					
BL POOLS dba AQUASENTRY	5/7/2025	S8GQ16Z-2	\$596.41	\$596.41	REPAIRS
BL POOLS dba AQUASENTRY	6/25/2025	H10071	\$395.00	\$395.00	REPAIRS
BL POOLS dba AQUASENTRY	7/17/2025	SK7F87F-80	\$675.00	\$675.00	POOL SERVICE r&m
BRIGHT VIEW LANDSCAPE SERVICES	7/21/2025	9429061	\$60.00	\$60.00	irrigation r&m
CORLIN SERVICES LLC	7/2/2025	000263	\$80.00	\$80.00	pool gate
dba MIKES FLOOR COVERING	6/19/2025	1084	\$8,700.00	\$8,700.00	flooring
SHELL POINT CDD	6/18/2025	06182025-728	\$8,348.19	\$8,348.19	SERIES 2019 FY25 TAX DIST ID DIST 728
TEXACRAFT	7/23/2025	1149790	\$1,085.28	\$1,085.28	pool furniture
Additional Services Subtotal			\$19,939.88	\$19,939.88	
TOTAL			\$75,040.05	\$75,022.59	



2002 West Grand Parkway North
Suite 100
Katy, TX 77449

INVOICE

INVOICE#

151870

DATE

6/17/2025

CUSTOMER ID

C2305

NET TERMS

Net 30

PO#**DUE DATE**

7/17/2025

BILL TO

Shell Point CDD
2005 Pan Am Cir Ste 300
Tampa FL 33607-6008
United States

Services provided for the Month of: May 2025

DESCRIPTION	QTY	UOM	RATE	MARKUP	AMOUNT
Eric Davidson- 04-21-25 DNH*GODADDY#371875520 : email renewals \$479.40 / Lisa M Castoria - 02-28-25 HOMEDEPOT.COM : \$969.15	1	Ea	1,448.55		1,448.55
B/W Copies	100	Ea	0.15		15.00
Postage	7	Ea	0.69		4.83
Subtotal					1,468.38

Subtotal

\$1,468.38

Tax

\$0.00

Total Due

\$1,468.38

Remit To : Inframark LLC, PO BOX 733778, Dallas, Texas, 75373-3778

To pay by Credit Card, please contact us at 281-578-4299, 9:00am - 5:30pm EST, Monday – Friday. A surcharge fee may apply.

To pay via ACH or Wire, please refer to our banking information below:

Account Name: INFRAMARK, LLC

ACH - Bank Routing Number: 111000614 / Account Number: 912593196

Wire - Bank Routing Number: 021000021 / SWIFT Code: CHASUS33 / Account Number: 912593196

Please include the Customer ID and the Invoice Number on your form of payment.



Hillsborough
County Florida

CUSTOMER NAME	ACCOUNT NUMBER	BILL DATE	DUE DATE
SHELL POINT CDD	0909989190	07/02/2025	07/23/2025

Service Address: 1155 7TH AVE NW

S-Page 1 of 1

METER NUMBER	PREVIOUS DATE	PREVIOUS READ	PRESENT DATE	PRESENT READ	CONSUMPTION	READ TYPE	METER DESCRIPTION
703173032	05/31/2025	169545	07/02/2025	182246	12701 GAL	ACTUAL	WATER

Service Address Charges

Customer Service Charge	\$6.03
Purchase Water Pass-Thru	\$38.36
Water Base Charge	\$38.19
Water Usage Charge	\$13.08
Sewer Base Charge	\$100.80
Sewer Usage Charge	\$82.81

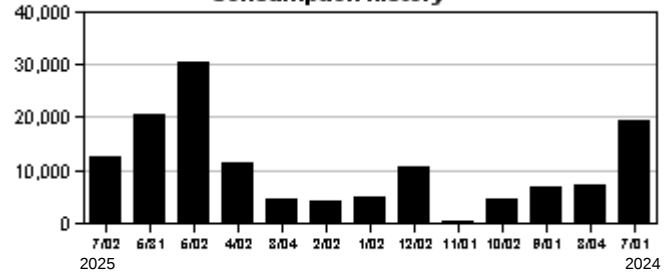
Summary of Account Charges

Previous Balance	\$372.60
Net Payments - Thank You	\$-372.60
Total Account Charges	\$279.27
AMOUNT DUE	\$279.27

Notice

* DO NOT PAY * YOU ARE ENROLLED IN OUR AUTO PAY PROGRAM. THE TOTAL AMOUNT OF THIS BILL WILL BE DEDUCTED FROM YOUR BANK ACCOUNT 7 DAYS FROM THE BILLING DATE. IF YOU HAVE A DISPUTE, PLEASE CALL (813) 272-6680 PRIOR TO THAT DATE.

Consumption History



Hillsborough
County Florida

Make checks payable to: **BOCC**

ACCOUNT NUMBER: 0909989190



ELECTRONIC PAYMENTS BY CHECK OR

Automated Payment Line: (813) 276 8526

Internet Payments: HCFLGov.net/WaterBill

Additional Information: HCFLGov.net/Water



THANK YOU!



SHELL POINT CDD
2005 PAN AM CIR STE 300
TAMPA FL 33607-6008

506 0

DUE DATE

07/23/2025

**Auto Pay Scheduled
DO NOT PAY**



0009099891906 00000279273

ACTION SECURITY, INC.
1505 Manor Rd
Englewood, FL 34223
Sales@ActionSecurityFL.com

Invoice



BILL TO
Shell Pointe CDD c/o Inframark / [REDACTED] 2005 Pan Am Circle, Suite 300 Tampa , FL 33607

INVOICE #	DATE	TOTAL DUE	DUE DATE	TERMS	ENCLOSED
28658	03/01/2025	\$145.00	03/01/2025	Due on receipt	

ACTIVITY	QTY	RATE	AMOUNT
Service Plan Service plan (monthly) includes: • 24 HOUR RAPID RESPONSE SERVICE • DISCOUNTED SERVICE RATES • DATABASE MGT.	1	145.00	145.00

FL Contractor ES12001404	BALANCE DUE	\$145.00
--------------------------	-------------	-----------------

Thank you, we appreciate your business!

ACTION SECURITY, INC.
1505 Manor Rd
Englewood, FL 34223
Sales@ActionSecurityFL.com

Invoice



BILL TO
Shell Pointe CDD c/o Inframark / [REDACTED] 2005 Pan Am Circle, Suite 300 Tampa , FL 33607

INVOICE #	DATE	TOTAL DUE	DUE DATE	TERMS	ENCLOSED
29813	07/01/2025	\$145.00	07/01/2025	Due on receipt	

ACTIVITY	QTY	RATE	AMOUNT
Service Plan Service plan (monthly) includes: • 24 HOUR RAPID RESPONSE SERVICE • DISCOUNTED SERVICE RATES • DATABASE MGT.	1	145.00	145.00

FL Contractor ES12001404	BALANCE DUE	\$145.00
--------------------------	-------------	-----------------

Thank you, we appreciate your business!

ACTION SECURITY, INC.
1505 Manor Rd
Englewood, FL 34223
Sales@ActionSecurityFL.com

Invoice



BILL TO

Shell Pointe CDD
c/o Inframark / [REDACTED]
2005 Pan Am Circle, Suite 300
Tampa , FL 33607

INVOICE #	DATE	TOTAL DUE	DUE DATE	TERMS	ENCLOSED
29929	07/02/2025	\$645.00	08/01/2025	Due on receipt	

ACTIVITY	QTY	RATE	AMOUNT
Labor 6/23/25 Provided service to checkout West Gate Exit /Entrance Gate reader not working. Found tracker operating and the REX defective. Replaced and configured REX for local operation, showing customer new REX.	2	160.00	320.00
Request-To-Exit button	1	265.00	265.00
Trip charge	1	60.00	60.00

FL Contractor ES12001404

BALANCE DUE

\$645.00

Thank you, we appreciate your business!

Shell Point CDD regular meeting
 MEETING DATE: 7/8/25
 DMS Staff Signature: *Lisa Castoria*

SUPERVISORS	CHECK IF IN ATTENDANCE	STATUS	PAYMENT AMOUNT
Cheryl Hammond	x	Salary Accepted	200
Brittany Schwartzbauer	x	Salary Accepted	200
Vincent Orlando	x	Salary Accepted	200
Angela Davis	x	Salary Accepted	200
Elaine Pennington	x	Salary Accepted	200

Attendance Confirmation
for
BOARD OF SUPERVISORS

District Name:	Shell Point workshop
Board Meeting Date:	July 22, 2025

	Name	In Attendance Please	Paid
1	Vincent Orlando	x	\$200
2	Elaine Pennington	x	\$200
3	Angela David	x	\$200
4	Brittany Schwatzbauer	x	\$200
5	Cheryl Hammond	x	\$200

The supervisors present at the above referenced meeting should be compensated accordingly

Approved for payment:

<i>Lisa Castoria</i>	7/24/2025
District Manager Signature	Date

**** PLEASE RETURN SIGNED DOCUMENT TO LORI BINGLE****

Aqua Sentry

13194 US Highway 301 S Suite 154
Riverview, FL 33578 US
+18139432755
AquaSentryTampa@gmail.com



INVOICE

BILL TO

Shell Point CDD
1155 7th Ave NW
Ruskin Fla 33570

INVOICE # S98689M-22**DATE** 05/05/2025**DUE DATE** 06/04/2025**TERMS** Net 30

ACTIVITY	QTY	RATE	AMOUNT
Shell Cove Cleaning and maintenance of community pool		1,995.00	1,995.00

BALANCE DUE**\$1,995.00**

Aqua Sentry

13194 US Highway 301 S Suite 154
Riverview, FL 33578 US
+18139432755
AquaSentryTampa@gmail.com



INVOICE

BILL TO

Shell Point CDD
1155 7th Ave NW
Ruskin Fla 33570

INVOICE # S8GQ16Z-59**DATE** 05/31/2025**DUE DATE** 06/30/2025**TERMS** Net 30

ACTIVITY	QTY	RATE	AMOUNT
Shell Cove Cleaning and maintenance of community pool		1,995.00	1,995.00

BALANCE DUE**\$1,995.00**

Shell Point CDD regular meeting
 MEETING DATE: 7/8/25
 DMS Staff Signature: *Lisa Castoria*

SUPERVISORS	CHECK IF IN ATTENDANCE	STATUS	PAYMENT AMOUNT
Cheryl Hammond	x	Salary Accepted	200
Brittany Schwartzbauer	x	Salary Accepted	200
Vincent Orlando	x	Salary Accepted	200
Angela Davis	x	Salary Accepted	200
Elaine Pennington	x	Salary Accepted	200

Attendance Confirmation
for
BOARD OF SUPERVISORS

District Name:	Shell Point workshop
Board Meeting Date:	July 22, 2025

	Name	In Attendance Please	Paid
1	Vincent Orlando	x	\$200
2	Elaine Pennington	x	\$200
3	Angela David	x	\$200
4	Brittany Schwatrzbauer	x	\$200
5	Cheryl Hammond	x	\$200

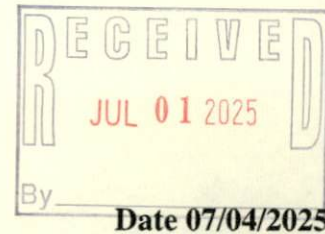
The supervisors present at the above referenced meeting should be compensated accordingly

Approved for payment:

<i>Lisa Castoria</i>	7/24/2025
District Manager Signature	Date

**** PLEASE RETURN SIGNED DOCUMENT TO LORI BINGLE****

1970 Main Street
3rd Floor
Sarasota, FL 34236
, 941-906-9386 x322



INVOICE

Legal Advertising

Invoice # 25-01906H

Attn:
Shell Point CDD - Inframark
2005 PAN AM CIRCLE SUITE 120
TAMPA FL 33607

Please make checks payable to:
(Please note Invoice # on check)
Business Observer
1970 Main Street
3rd Floor
Sarasota, FL 34236

Description

Amount

Serial # 25-01906H
Notice of Public Hearing and Board of Supervisors Meeting
RE: Shell Point CDD Fiscal Year 2025-2026 Budget Board of Supervisors
Meeting on 8/12/25 @ 5:30 PM
Published: 7/4/2025

\$319.38

Important Message

**Please include our Serial #
on your check**

Pay by credit card online:
[https://legals.
businessobserverfl.
com/send-payment/](https://legals.businessobserverfl.com/send-payment/)

Paid	()
Total	\$319.38

**Payment is expected within 30 days of the
first publication date of your notice.**

Attention: If you are a government agency and you believe that you qualify for a 15% discount to the second insertion of your notice per F.S. revision 50.061, please inform Kristen Boothroyd directly at 941-906-9386 x323.

NOTICE

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NOTICE OF PUBLIC HEARING AND BOARD OF SUPERVISORS MEETING OF THE SHELL POINT COMMUNITY DEVELOPMENT DISTRICT

The Board of Supervisors (the "Board") of the Shell Point Community Development District (the "District") will hold a public hearing and a meeting on August 12, 2025, at 5:30 p.m. at Shell Point Clubhouse located at 1155 7th Ave NW, Ruskin, Florida 33570.

The purpose of the public hearing is to receive public comments on the proposed adoption of the District's fiscal year 2025-2026 proposed budget and the proposed levy of its annually recurring non-ad valorem special assessments for operation and maintenance to fund the items described in the proposed budget (the "O&M Assessments").

At the conclusion of the public hearing, the Board will, by resolution, adopt a final budget, provide for the levy, collection, and enforcement of the O&M Assessments, and certify an assessment roll. A meeting of the Board will also be held where the Board may consider any other business that may properly come before it.

A copy of the proposed budget, preliminary assessment roll, and the agenda may be viewed on the District's website at least 2 days before the meeting <https://www.shellpointcdd.com/> or may be obtained by contacting the District Manager's office via email at lisa.castoria@inframark.com or via phone at 656-223-7011.

The table below presents the proposed schedule of the O&M Assessments. Amounts are preliminary and subject to change at the meeting and in any future year.

Assessment Summary
Fiscal Year 2026 vs. Fiscal Year 2025

ASSESSMENT ALLOCATION													
Assessment Area One- Series 2019													
		O&M Assessment				Debt Service Series 2019				Total Assessments per Unit			
Product	Units	FY 2026	FY 2025	Dollar Change	Percent Change	FY 2026	FY 2025	Dollar Change	Percent Change	FY 2026	FY 2025	Dollar Change	Percentage Change
Single Family 40'	241	\$1,140.40	\$720.00	\$420.40	58.4%	\$1,276.60	\$1,276.60	\$0.00	0.0%	\$2,417.00	\$1,996.60	\$420.40	21.1%
Single Family 50'	311	\$1,425.50	\$900.00	\$525.50	58.4%	\$1,595.75	\$1,595.75	\$0.00	0.0%	\$3,021.25	\$2,495.75	\$525.50	21.1%
Single Family 60'	110	\$1,710.60	\$1,080.00	\$630.60	58.4%	\$1,914.89	\$1,914.89	\$0.00	0.0%	\$3,625.49	\$2,994.89	\$630.60	21.1%
662													

The O&M Assessments (in addition to debt assessments, if any) will appear on November 2025 Hillsborough County property tax bill. Amount shown includes all applicable collection costs. Property owner is eligible for a discount of up to 4% if paid early.

The County Tax Collector will collect the assessments for all lots and parcels within the District. Alternatively, the District may elect to directly collect its assessments in accordance with Chapter 190, Florida Statutes. Failure to pay the District's assessments will cause a tax certificate to be issued against the property which may result in a loss of title or a foreclosure action to be filed against the property. All affected property owners have the right to appear at the public hearing and to file written objections with the District within 20 days of publication of this notice.

The public hearing and meeting are open to the public and will be conducted in accordance with the provisions of Florida law for community development districts. They may be continued to a date, time, and place to be specified on the record at the hearing or meeting. There may be occasions when staff or Board members may participate by speaker telephone.

In accordance with the provisions of the Americans with Disabilities Act, any person requiring special accommodations because of a disability or physical impairment should contact the District Manager's office at least 2 business days prior to the meeting. If you are hearing or speech impaired, please contact the Florida Relay Service at 711 or 1-800-955-8771 (TTY), or 1-800-955-8770 (voice) for aid in contacting the District Manager's office.

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

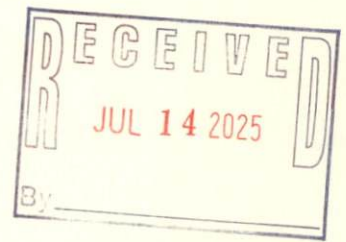
Lisa Castoria, District Manager
4919-4810-1965, v. 1
July 4, 2025



25-01906H

Business Observer

1970 Main Street
3rd Floor
Sarasota, FL 34236
, 941-906-9386 x322



INVOICE

Legal Advertising

Invoice # 25-01972H

Date 07/11/2025

Attn:
Shell Point CDD - Inframark
2005 PAN AM CIRCLE SUITE 120
TAMPA FL 33607

Please make checks payable to:
(Please note Invoice # on check)
Business Observer
1970 Main Street
3rd Floor
Sarasota, FL 34236

Description

Serial # 25-01972H

Notice of Public Hearing and Board of Supervisors Meeting
RE: Shell Point CDD Fiscal Year 2025-2026 Budget Board of Supervisors
Meeting on 8/12/25 @ 5:30 PM
Published: 7/11/2025

Amount

\$80.94

Important Message

Please include our Serial #
on your check

Pay by credit card online:
[https://legals.
businessobserverfl.
com/send-payment/](https://legals.businessobserverfl.com/send-payment/)

Paid	()
Total	\$80.94

Payment is expected within 30 days of the
first publication date of your notice.

Attention: If you are a government agency and you believe that you qualify for a 15% discount to the second insertion of your notice per F.S. revision 50.061, please inform Kristen Boothroyd directly at 941-906-9386 x323.

NOTICE

The Business Observer makes every effort to ensure that its public notice advertising is accurate and in full compliance with all applicable statutes and ordinances and that its information is correct. Nevertheless, we ask that our advertisers scrutinize published ads carefully and alert us immediately to any errors so that we may correct them as soon as possible. We cannot accept responsibility for mistakes beyond bearing the cost of republishing advertisements that contain errors.

Business Observer

1970 Main Street
3rd Floor
Sarasota, FL 34236
, 941-906-9386 x322

INVOICE

Legal Advertising

NOTICE OF PUBLIC HEARING AND BOARD OF SUPERVISORS MEETING OF THE SHELL POINT COMMUNITY DEVELOPMENT DISTRICT

The Board of Supervisors (the "Board") of the Shell Point Community Development District (the "District") will hold a public hearing and a meeting on **August 12, 2025, at 5:30 p.m.** at the Shell Point Clubhouse located at 1155 7th Ave NW, Ruskin, Florida 33570.

The purpose of the public hearing is to receive public comments on the proposed adoption of the District's fiscal year 2025-2026 proposed budget. A meeting of the Board will also be held where the Board may consider any other business that may properly come before it. A copy of the proposed budget and the agenda may be viewed on the District's website at least 2 days before the meeting <https://www.shellpointdd.com/> or may be obtained by contacting the District Manager's office via email at lisa.castoria@inframark.com or via phone at 656-223-7011.

The public hearing and meeting are open to the public and will be conducted in accordance with the provisions of Florida law for community development districts. They may be continued to a date, time, and place to be specified on the record at the hearing or meeting. There may be occasions when staff or Board members may participate by speaker telephone.

In accordance with the provisions of the Americans with Disabilities Act, any person requiring special accommodations because of a disability or physical impairment should contact the District Manager's office at least 48 hours prior to the meeting. If you are hearing or speech impaired, please contact the Florida Relay Service at 711 or 1-800-955-8771 (TTY), or 1-800-955-8770 (voice) for aid in contacting the District Manager's office.

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

Lisa Castoria
District Manager
July 11, 2025

25-01972H

Attention: If you are a government agency and you believe that you qualify for a 15% discount to the second insertion of your notice per F.S. revision 50.061, please inform Kristen Boothroyd directly at 941-906-9386 x323.

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July 9, 2025
Invoice Number: 2459430070925
Account Number: 8337 12 028 2459430
Security Code: 1043
Service At: 1155 7TH AVE NW
RUSKIN FL 33570-3518

Auto Pay Notice

Contact Us

Visit us at SpectrumBusiness.net
Or, call us at 855-252-0675

Summary Service from 07/09/25 through 08/08/25
details on following pages

Previous Balance	205.00
Payments Received -Thank You!	-205.00
Remaining Balance	\$0.00
Spectrum Business™ Internet	170.00
Spectrum Business™ Voice	35.00
Other Charges	0.00
Current Charges	\$205.00
YOUR AUTO PAY WILL BE PROCESSED 07/26/25	
Total Due by Auto Pay	\$205.00

NEWS AND INFORMATION

NOTE. Taxes, Fees and Charges listed in the Summary only apply to Spectrum Business TV and Spectrum Business Internet and are detailed on the following page. Taxes, Fees and Charges for Spectrum Business Voice are detailed in the Billing Information section.

Telecommunications Relay Service (TRS).

The Federal Communications Commission (FCC) has adopted use of the 711 dialing code for access to Telecommunications Relay Services (TRS). TRS permits persons with a hearing or speech disability to use the telephone system via a text telephone (TTY) or other device to call persons with or without such disabilities.

For more information about the various types of TRS, see the FCC's consumer fact sheet at <https://www.fcc.gov/consumers/guides/telecommunications-relay-service-trs>. Please dial 711 to be connected to a TRS Center.

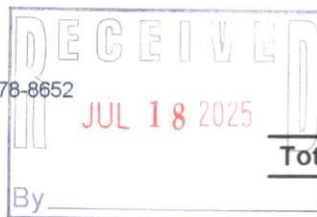
Thank you for choosing Spectrum Business.
We appreciate your prompt payment and value you as a customer.

Auto Pay. Thank you for signing up for auto pay. Please note your payment may be drafted and posted to your Spectrum Business account the day after your transaction is scheduled to be processed by your bank.



4145 S. FALKENBURG RD RIVERVIEW FL 33578-8652
8633 2390 DY RP 09 07102025 NNNNNNNN 01 001018 0004

SHELL POINT CDD
2005 PAN AM CIR STE 300
TAMPA FL 33607-6008



July 9, 2025

SHELL POINT CDD

Invoice Number: 2459430070925
Account Number: 8337 12 028 2459430
Service At: 1155 7TH AVE NW
RUSKIN FL 33570-3518

Total Due by Auto Pay \$205.00



CHARTER COMMUNICATIONS
PO BOX 7186
PASADENA CA 91109-7186



833712028245943000205005

Invoice Number: SHELL POINT CDD
 Account Number: 2459430070925
 Security Code: 8337 12 028 2459430
 1043



Contact Us

Visit us at SpectrumBusiness.net
 Or, call us at 855-252-0675

8633 2390 DY RP 09 07102025 NNNNNNNN 01 001018 0004

Charge Details

Previous Balance		205.00
EFT Payment	06/26	-205.00
Remaining Balance		\$0.00

Payments received after 07/09/25 will appear on your next bill.

Service from 07/09/25 through 08/08/25

Spectrum Business™ Internet

Spectrum WiFi	0.00
Security Suite	0.00
Domain Name	0.00
Vanity Email	0.00
Static IP 1	20.00
Spectrum Business Internet Ultra	200.00
Promotional Discount	-60.00
Business WiFi	10.00
	\$170.00

Spectrum Business™ Internet Total \$170.00

Spectrum Business™ Voice

Phone number (813) 938-1096

Spectrum Business Voice	50.00
Promotional Discount	-15.00
	\$35.00

For additional call details,
 please visit SpectrumBusiness.net

Spectrum Business™ Voice Total \$35.00

Other Charges

Payment Processing	5.00
Auto Pay Discount	-5.00
Other Charges Total	\$0.00

Other Charges Continued

Current Charges	\$205.00
Total Due by Auto Pay	\$205.00

Billing Information

Tax and Fees - This statement reflects the current taxes and fees for your area (including sales, excise, user taxes, etc.). These taxes and fees may change without notice. Visit spectrum.net/taxesandfees for more information.

Spectrum Terms and Conditions of Service - In accordance with the Spectrum Business Services Agreement, Spectrum services are billed on a monthly basis. Spectrum does not provide credits for monthly subscription services that are cancelled prior to the end of the current billing month.

Terms & Conditions - Spectrum's detailed standard terms and conditions for service are located at spectrum.com/policies.

Notice - Nonpayment of any portion of your cable television, high-speed data, and/or Digital Phone service could result in disconnection of any of your Spectrum provided services.

Insufficient Funds Payment Policy - Charter may charge an insufficient funds processing fee for all returned checks and bankcard charge-backs. If your check, bankcard (debit or credit) charge, or other instrument or electronic transfer transaction used to pay us is dishonored, refused or returned for any reason, we may electronically debit your account for the payment, plus an insufficient funds processing fee as set forth in your terms of service or on your Video Services rate card (up to the amount allowable by law and any applicable sales tax). Your bank account may be debited as early as the same day payment is dishonored, refused or returned. If your bank account is not debited, the returned check amount (plus fee) must be replaced by cash, cashier's check or money order.

The following taxes, fees and surcharges are included in the price of the Spectrum Business Voice services - . FEES AND CHARGES:
 E911 Fee \$0.40, Federal USF \$2.02, Florida CST \$3.71, Sales Tax \$0.03, TRS Surcharge \$0.08.

Continued on the next page....

Local Spectrum Store: 12970 S US Hwy 301, Suite 105, Riverview FL 33579 Store Hours: Mon thru Sat - 10:00am to 8:00pm; Sun - 12:00pm to 7:00pm

Local Spectrum Store: 872 Brandon Town Center Mall, Brandon FL 33511 Store Hours: Mon thru Sat - 10:00am to 8:00pm and Sun - 12:00pm to 5:00pm



For questions or concerns, please call 1-866-519-1263.



Shell Point CDD regular meeting
 MEETING DATE: 7/8/25
 DMS Staff Signature: *Lisa Castoria*

SUPERVISORS	CHECK IF IN ATTENDANCE	STATUS	PAYMENT AMOUNT
Cheryl Hammond	x	Salary Accepted	200
Brittany Schwartzbauer	x	Salary Accepted	200
Vincent Orlando	x	Salary Accepted	200
Angela Davis	x	Salary Accepted	200
Elaine Pennington	x	Salary Accepted	200

Attendance Confirmation
for
BOARD OF SUPERVISORS

District Name:	Shell Point workshop
Board Meeting Date:	July 22, 2025

	Name	In Attendance Please	Paid
1	Vincent Orlando	x	\$200
2	Elaine Pennington	x	\$200
3	Angela David	x	\$200
4	Brittany Schwatzbauer	x	\$200
5	Cheryl Hammond	x	\$200

The supervisors present at the above referenced meeting should be compensated accordingly

Approved for payment:

<i>Lisa Castoria</i>	7/24/2025
District Manager Signature	Date

**** PLEASE RETURN SIGNED DOCUMENT TO LORI BINGLE****

[Back](#)

1. Print this invoice.
2. Attach your check.
3. Mail to:

DoorKing Inc.
IM Server Payments
120 S. Glasgow Avenue
Inglewood, CA 90301
(800) 826-7493

DKS Cellular Subscription

INVOICE

INVOICE #

2543683

INVOICE DATE

July 12, 2025

SUBSCRIBER

Shell Point CDD
2005 Pan Am Circle
Suite 300
Tampa, FL 33607

User ID: **ShellPointCDD**

Period Starts: June 12, 2025

Period Ends: July 11, 2025

Previous Balance: \$34.95 **Note: All \$ amounts are in US Dollars.**

Payment Received: (\$34.95)

New Charges: \$34.95

Total Amount Due: \$34.95 USD Due upon receipt

Payments

Date	Details	Amount
6/23/2025	Check received	(\$34.95)

Cell Systems

From	To	Name	Phone	MC	Min	Transfer	Amount
6/12/2025	7/11/2025	Shell Point CDD	813 947 3641	9999	0	30	\$34.95

Summary	Total Amount Due
This amount is due upon receipt	\$34.95 USD

Shell Point CDD regular meeting
 MEETING DATE: 7/8/25
 DMS Staff Signature: *Lisa Castoria*

SUPERVISORS	CHECK IF IN ATTENDANCE	STATUS	PAYMENT AMOUNT
Cheryl Hammond	x	Salary Accepted	200
Brittany Schwartzbauer	x	Salary Accepted	200
Vincent Orlando	x	Salary Accepted	200
Angela Davis	x	Salary Accepted	200
Elaine Pennington	x	Salary Accepted	200

Attendance Confirmation
for
BOARD OF SUPERVISORS

District Name:	Shell Point workshop
Board Meeting Date:	July 22, 2025

	Name	In Attendance Please	Paid
1	Vincent Orlando	x	\$200
2	Elaine Pennington	x	\$200
3	Angela David	x	\$200
4	Brittany Schwatrzbauer	x	\$200
5	Cheryl Hammond	x	\$200

The supervisors present at the above referenced meeting should be compensated accordingly

Approved for payment:

<i>Lisa Castoria</i>	7/24/2025
District Manager Signature	Date

**** PLEASE RETURN SIGNED DOCUMENT TO LORI BINGLE****



Aquatic Weed Control, Inc.

P.O. Box 593258
Orlando, FL 32859

Phone: 407-859-2020
Fax: 407-859-3275

Invoice

Date	Invoice #
6/30/2025	111663

Bill To

SHELL POINT CDD
c/o Inframark
2005 Pan Am Circle Dr., Ste. 300
Tampa, FL 33607

Customer P.O. No.	Payment Terms	Due Date
	Net 30	7/30/2025

Description	Amount
Monthly waterway service for the month this invoice is dated - 8 waterways	1,463.00

Thank you for your business.

Total	\$1,463.00
Payments/Credits	\$0.00
Balance Due	\$1,463.00









2002 West Grand Parkway North
Suite 100
Katy, TX 77449

BILL TO
Shell Point CDD
2005 Pan Am Cir Ste 300
Tampa FL 33607-6008
United States

Services provided for the Month of: July 2025

INVOICE#
152945
CUSTOMER ID
C2305
PO#

INVOICE

DATE
7/1/2025
NET TERMS
Due On Receipt
DUE DATE
7/1/2025

DESCRIPTION	QTY	UOM	RATE	MARKUP	AMOUNT
Dissemination Services	1	Ea	350.00		350.00
District Management	1	Ea	3,000.00		3,000.00
Personnel Services	1	Ea	7,050.00		7,050.00
Subtotal					10,400.00

Subtotal	\$10,400.00
Tax	\$0.00
Total Due	\$10,400.00

Remit To : Inframark LLC, PO BOX 733778, Dallas, Texas, 75373-3778

To pay by Credit Card, please contact us at 281-578-4299, 9:00am - 5:30pm EST, Monday – Friday. A surcharge fee may apply.

To pay via ACH or Wire, please refer to our banking information below:
Account Name: INFRAMARK, LLC
ACH - Bank Routing Number: 111000614 / Account Number: 912593196
Wire - Bank Routing Number: 021000021 / SWIFT Code: CHASUS33 / Account Number: 912593196

Please include the Customer ID and the Invoice Number on your form of payment.



2002 West Grand Parkway North
Suite 100
Katy, TX 77449

INVOICE#

152716

CUSTOMER ID

C2305

PO#

INVOICE

DATE

6/30/2025

NET TERMS

Net 30

DUE DATE

7/30/2025

BILL TO

Shell Point CDD
2005 Pan Am Cir Ste 300
Tampa FL 33607-6008
United States

Services provided for the Month of: June 2025

DESCRIPTION	QTY	UOM	RATE	MARKUP	AMOUNT
Dissemination Services	1	Ea	350.00		350.00
District Management	1	Ea	3,000.00		3,000.00
Personnel Services	1	Ea	7,050.00		7,050.00
Subtotal					10,400.00

Subtotal

\$10,400.00

Tax

\$0.00

Total Due

\$10,400.00

Remit To : Inframark LLC, PO BOX 733778, Dallas, Texas, 75373-3778

To pay by Credit Card, please contact us at 281-578-4299, 9:00am - 5:30pm EST, Monday – Friday. A surcharge fee may apply.

To pay via ACH or Wire, please refer to our banking information below:

Account Name: INFRAMARK, LLC

ACH - Bank Routing Number: 111000614 / Account Number: 912593196

Wire - Bank Routing Number: 021000021 / SWIFT Code: CHASUS33 / Account Number: 912593196

Please include the Customer ID and the Invoice Number on your form of payment.



2002 West Grand Parkway North
Suite 100
Katy, TX 77449

INVOICE#

154341

CUSTOMER ID

C2305

PO#**DATE**

7/16/2025

NET TERMS

Due On Receipt

DUE DATE

7/16/2025

BILL TO

Shell Point CDD
2005 Pan Am Cir Ste 300
Tampa FL 33607-6008
United States

Services provided for the Month of: June 2025

DESCRIPTION	QTY	UOM	RATE	MARKUP	AMOUNT
B/W Copies	52	Ea	0.15		7.80
Postage	14	Ea	0.69		9.66
Subtotal					17.46

Subtotal	\$17.46
-----------------	---------

Tax	\$0.00
------------	--------

Total Due	\$17.46
------------------	---------

Remit To : Inframark LLC, PO BOX 733778, Dallas, Texas, 75373-3778

To pay by Credit Card, please contact us at 281-578-4299, 9:00am - 5:30pm EST, Monday – Friday. A surcharge fee may apply.

To pay via ACH or Wire, please refer to our banking information below:

Account Name: INFRAMARK, LLC

ACH - Bank Routing Number: 111000614 / Account Number: 912593196

Wire - Bank Routing Number: 021000021 / SWIFT Code: CHASUS33 / Account Number: 912593196

Please include the Customer ID and the Invoice Number on your form of payment.



2002 West Grand Parkway North
Suite 100
Katy, TX 77449

INVOICE

INVOICE#

152342

DATE

7/22/2025

CUSTOMER ID

C2305

NET TERMS

Net 30

PO#**DUE DATE**

8/21/2025

BILL TO

Shell Point CDD
2005 Pan Am Cir Ste 300
Tampa FL 33607-6008
United States

Services provided for the Month of: May 2025

DESCRIPTION	QTY	UOM	RATE	MARKUP	AMOUNT
Replaces Invoice 148999					
Dissemination Services	1	Ea	350.00		350.00
District Management	1	Ea	3,000.00		3,000.00
Personnel Services	1	Ea	7,050.00		7,050.00
Personnel Services (Retrobilling April 25)	1	Ea	3,716.67		3,716.67
Subtotal					14,116.67

Subtotal \$14,116.67

Tax \$0.00

Total Due \$14,116.67

Remit To : Inframark LLC, PO BOX 733778, Dallas, Texas, 75373-3778

To pay by Credit Card, please contact us at 281-578-4299, 9:00am - 5:30pm EST, Monday – Friday. A surcharge fee may apply.

To pay via ACH or Wire, please refer to our banking information below:

Account Name: INFRAMARK, LLC

ACH - Bank Routing Number: 111000614 / Account Number: 912593196

Wire - Bank Routing Number: 021000021 / SWIFT Code: CHASUS33 / Account Number: 912593196

Please include the Customer ID and the Invoice Number on your form of payment.



MHD Communications
5808 Breckenridge Pkwy Ste G
Tampa, FL 33610
(813) 948-0202

Date	Invoice
07/07/2025	38420
Account	
Shell Point CDD	

Bill To:
Shell Point CDD Attn: Accounts Payable 1155 7th Ave NW Ruskin , FL 33570 United States

Ship To
Shell Point CDD 1155 7th Ave NW Ruskin , FL 33570 United States

Terms	Due Date	PO Number	Reference	
NET15	07/22/2025			

Service Request Number	633767
Summary	Camera intrusion detection not following schedule
Billing Method	Actual Rates
Detail	Fri 6/27/2025/8:35 AM UTC-04/ Skyler Baker (time)- Tested setting synchronization between NVR and pool camera; no immediate issues found. Found both Intrusion Detection and Line Crossing Detection enabled. Tue 6/24/2025/10:05 AM UTC-04/ Tanner Bryant-Ebanks (time)- Added network policy to allow remote access to camera and NVR Tue 6/24/2025/9:21 AM UTC-04/ Clive Huh- E-mail from Ken: I'm back from my vacation and we still have a minor glitch with the system. While I was out the alarm would off right at 8pm even if we had no activity in the pool area. I noticed that I wouldn't receive an intrusion detection notice. When I returned last week, we changed the hours to have the pool close at 8:30pm. I changed the alarm to go off at 8:30pm. Last night at 8pm the alarm went off on residents in the pool, no intrusion notice sent but the system is set to 8:30pm. Is there another setting that I'm not aware of that is triggering an 8pm alarm and not intrusion notice? We need to get this corrected as it's frustrating residents that would like to use the pool until 8:30pm
Resolution	Fri 6/27/2025/10:59 AM UTC-04/ Skyler Baker- Emailed Ken; closing ticket. Shell Cove / Shell Point CDD cameras Ken Hoefle<Ken.Hoefle@Inframark.com> Clive Huh; Skyler Baker Justin Schmidt This email comes from outside the organization. Do not click links or open attachments unless it is an email you expected to receive.

Skyler,

See email from Clive on Monday. Whatever he did seems to have worked and we've had no issues so far this week.

Ken

Thank you for your e-mail. I am out of the office on Friday 6/27 & Monday 6/30. I will respond to your e-mail upon my return.

If this is an urgent matter, please reach out to Justin Schmidt at justin.schmidt@mhdit.com or call 813-860-7002.

Thank You

Clive Huh
Field Operations Supervisor
mobile. 813.803.8814
phone. 813.948.0202 x8814
email. clive.huh@mhdit.com
5808 Breckenridge Pkwy, Suite G
Tampa, FL, 33610, USA
www.mhdit.com mhd-2023-logo-fullcolor-rgb.jpg

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Skyler Baker

Ken Hoefle <Ken.Hoefle@Inframark.com>
Justin Schmidt;
Clive Huh
Good morning,

I am seeing that both Line Crossing Detection and Intrusion Detection are turned on at the same time. Both detection types have different schedules which is probably causing confusion. I have been testing setting-change syncing from NVR to camera and I'm not seeing any immediate issues.

@Ken Hoefle:

As I have been out of the loop, what detection type are we wanting to use currently so I can shut off the other type that is not being used?

How are you accessing the camera system to adjust the time schedule and boundaries for the pool camera?

-Skyler
Ken Hoefle<Ken.Hoefle@Inframark.com>
Clive Huh;
Skyler Baker

Justin Schmidt
[Learn more](#)

This email comes from outside the organization.

Do not click links or open attachments unless it is an email you expected to receive.

Thank you. This should work. I will let you know if we have any issues tonight.

Clive Huh
Ken Hoefle <Ken.Hoefle@Inframark.com>;
Skyler Baker

Justin Schmidt

Hi Ken,

I logged into the NVR & Camera and discovered the schedules were not matching.

I manually adjusted the arming schedule on the camera to reflect what is set on the NVR. See below:

Normally, you should be able to adjust the arming schedules on the NVR and it should then configure the camera as specified, however, this is not happening in this case.

We will need to work with the manufacturer to resolve this issue. In the meantime, let me know if you would like to make any changes to the arming scheduling, I'll go ahead and make the changes on the NVR & Camera as necessary.

I have created a ticket #: 633767 to track this issue and we will provide updates as they become available.

Let me know if you have any questions or concerns. Thanks

Clive Huh
Field Operations Supervisor
mobile. 813.803.8814
phone. 813.948.0202 x8814
email. clive.huh@mhdit.com
5808 Breckenridge Pkwy, Suite G
Tampa, FL, 33610, USA
www.mhdit.com

mhd-2023-logo-fullcolor-rgb.jpg

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Clive Huh
Ken Hoefle <Ken.Hoefle@Inframark.com>;
Skyler Baker

Justin Schmidt

Hi Ken,

Sorry for the delay, I'm currently looking into this now and will provide an update shortly.

Clive Huh
Field Operations Supervisor
mobile. 813.80...

Company Name Shell Point CDD
Contact Name Kenneth Hoefle

Services	Work Type	Hours	Rate	Amount
<u>Billable Services</u>				
System Engineer	Remote - Business Hours	0.25	185.00	\$46.25
Professional Services Technician	Remote - Business Hours	0.50	150.00	\$75.00
Total Services:				\$121.25
We appreciate your business! MHD Communications accepts checks and all major credit cards. A late payment charge of 5% per month will be applied to all unpaid balances.		Invoice Subtotal:		\$121.25
		Sales Tax:		\$0.00
		Invoice Total:		\$121.25
		Payments:		\$0.00
		Credits:		\$0.00
		Balance Due:		\$121.25

Straley Robin Vericker

1510 W. Cleveland Street

Tampa, FL 33606

Telephone (813) 223-9400

Federal Tax Id. - 20-1778458

Shell Point CDD
Inframark
2005 Pan Am Circle, Suite 300
Tampa, FL 33607

July 09, 2025

Client: 001510

Matter: 000001

Invoice #: 26789

Page: 1

RE: General

For Professional Services Rendered Through June 30, 2025

SERVICES

Date	Person	Description of Services	Hours	Amount
6/11/2025	AM	REVIEW PROPOSED BUDGET FOR FISCAL YEAR 2025-2026 RE INCREASE; PREPARE DRAFT MAILED NOTICE LETTER AND PUBLICATION AD FOR BUDGET; REVIEW PROPOSED BUDGET; PREPARE RESOLUTION ADOPTING BUDGET FOR FISCAL YEAR 2025-2026 AND RESOLUTION LEVYING AND IMPOSING O&M ASSESSMENTS FOR BUDGET.	3.8	\$665.00
6/13/2025	AM	REVISE, FINALIZE AND TRANSMIT FINAL PUBLICATION AD AND RESOLUTIONS WITH INSTRUCTIONS.	0.2	\$35.00
6/13/2025	MB	REVIEW PUBLICATION AD, INCREASE LETTER TO RESIDENTS, RESOLUTIONS FOR FISCAL YEAR 2026 BUDGET AND ASSESSMENTS.	0.7	\$227.50
Total Professional Services			4.7	\$927.50

July 09, 2025
Client: 001510
Matter: 000001
Invoice #: 26789

Page: 2

Total Services	\$927.50	
Total Disbursements	\$0.00	
Total Current Charges		\$927.50
Previous Balance		\$507.50
Less Payments		(\$507.50)
PAY THIS AMOUNT		\$927.50

Please Include Invoice Number on all Correspondence



SHELL POINT COMMUNITY DEVELOPMENT
DISTRICT
2005 PAN AM CIR, STE 300
TAMPA, FL 33607-6008

Statement Date: July 07, 2025

Amount Due: \$8,341.37

Due Date: July 21, 2025

Account #: 321000026112

DO NOT PAY. Your account will be drafted on July 21, 2025

Account Summary

Previous Amount Due	\$8,734.09
Payment(s) Received Since Last Statement	-\$8,734.09
Credit Balance After Payments and Credits	\$0.00
Current Month's Charges	\$8,341.37

Amount Due by July 21, 2025 \$8,341.37

Amount not paid by due date may be assessed a late payment charge and an additional deposit.

Your Locations With The Highest Usage



1155 7TH AVE NW,
CLBHSE, RUSKIN, FL
33570-3425

**6,807
KWH**



470 OLIVE CONCH ST,
FOUNTN, RUSKIN, FL
33570-2037

**2,299
KWH**



Scan here to interact
with your bill online.

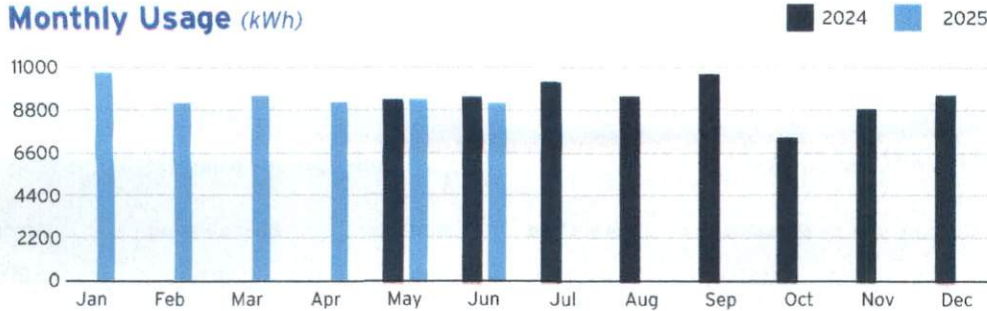


**DOWNED IS
DANGEROUS!**

If you see a downed power line,
move a safe distance away and call 911.

Visit TampaElectric.com/Safety
for more safety tips.

Monthly Usage (kWh)



Learn about your newly redesigned bill and get deeper insights about your usage by visiting TECOaccount.com



To ensure prompt credit, please return stub portion of this bill with your payment.

Account #: 321000026112

Due Date: July 21, 2025



Pay your bill online at TampaElectric.com

See reverse side of your paystub for more ways to pay.

Go Paperless, Go Green! Visit TampaElectric.com/Paperless to enroll now.



Amount Due: \$8,341.37

Payment Amount: \$ _____

700750003491

Your account will be
drafted on July 21, 2025

00000016 FTECO507072521522410 00000 01 00000000 16 006

SHELL POINT COMMUNITY DEVELOPMENT DISTRICT
2005 PAN AM CIR, STE 300
TAMPA, FL 33607-2359

Mail payment to:

TECO
P.O. BOX 31318
TAMPA, FL 33631-3318

Make check payable to: TECO
Please write your account number on the memo line of your check.

Summary of Charges by Service Address

Account Number: 321000026112

Energy Usage From Last Month

▲ Increased = Same ▼ Decreased

Service Address: 587 SUNLIT CORAL ST, FOUNTAIN, RUSKIN, FL 33570-8112

Sub-Account Number: 221007983952

Meter	Read Date	Current	-	Previous	=	Total Used	Multiplier	Billing Period	Amount
1000492468	06/23/2025	0		0		0 kWh	1	32 Days	\$20.68

Service Address: 471 SUNLIT CORAL ST, FOUNTAIN, RUSKIN, FL 33570-8110

Sub-Account Number: 221007983960

Meter	Read Date	Current	-	Previous	=	Total Used	Multiplier	Billing Period	Amount
1000492492	06/23/2025	7,596		7,596		0 kWh	1	32 Days	\$20.68

Service Address: 470 OLIVE CONCH ST, FOUNTN, RUSKIN, FL 33570-2037

Sub-Account Number: 221007983978

Meter	Read Date	Current	-	Previous	=	Total Used	Multiplier	Billing Period	Amount
1000492466	06/23/2025	17,954		15,655		2,299 kWh	1	32 Days	\$377.87

▲ 10.2%

Service Address: 630 OLIVE CONCH ST, FOUNTAIN, RUSKIN, FL 33570-2083

Sub-Account Number: 221007983986

Meter	Read Date	Current	-	Previous	=	Total Used	Multiplier	Billing Period	Amount
1000492491	06/23/2025	0		0		0 kWh	1	32 Days	\$20.68

Service Address: 334 GRACEFUL SEA PL, RUSKIN, FL 33570

Sub-Account Number: 211021533685

Meter	Read Date	Current	-	Previous	=	Total Used	Multiplier	Billing Period	Amount
1000621304	06/23/2025	0		0		0 kWh	1	32 Days	\$20.68

Continued on next page →

For more information about your bill and understanding your charges, please visit TampaElectric.com

Ways To Pay Your Bill



Bank Draft

Visit TECOaccount.com for free recurring or one time payments via checking or savings account.



In-Person

Find list of Payment Agents at TampaElectric.com



Mail A Check

Payments:
TECO
P.O. Box 31318
Tampa, FL 33631-3318
Mail your payment in the enclosed envelope.



Credit or Debit Card

Pay by credit Card using KUBRA EZ-Pay at TECOaccount.com. Convenience fee will be charged.



Phone

Toll Free:
866-689-6469

All Other

Correspondences:
Tampa Electric
P.O. Box 111
Tampa, FL 33601-0111

Contact Us

Online:

TampaElectric.com

Phone:

Commercial Customer Care:
866-832-6249
Residential Customer Care:
813-223-0800 (Hillsborough)
863-299-0800 (Polk County)
888-223-0800 (All Other Counties)

Hearing Impaired/TTY:

7-1-1

Power Outage:

877-588-1010

Energy-Saving Programs:

813-275-3909

Please Note: If you choose to pay your bill at a location not listed on our website or provided by Tampa Electric, you are paying someone who is not authorized to act as a payment agent at Tampa Electric. You bear the risk that this unauthorized party will relay the payment to Tampa Electric and do so in a timely fashion. Tampa Electric is not responsible for payments made to unauthorized agents, including their failure to deliver or timely deliver the payment to us. Such failures may result in late payment charges to your account or service disconnection.

Summary of Charges by Service Address

Account Number: 321000026112

Energy Usage From Last Month

☒ Increased
 ☐ Same
 ☐ Decreased

Service Address: 1070 ISLAND SUNSET PL, RUSKIN, FL 33570

Sub-Account Number: 211021583862

Meter	Read Date	Current	-	Previous	=	Total Used	Multiplier	Billing Period	Amount
1000648230	06/23/2025	0		0		0 kWh	1	32 Days	\$20.68

Service Address: SHELL POINT AMENITY CENTER, LIGHTS, RUSKIN, FL 33570

Sub-Account Number: 221007911623

Amount: \$348.50

Service Address: 1155 7TH AVE NW, CLBHSE, RUSKIN, FL 33570-3425

Sub-Account Number: 221007934435

Meter	Read Date	Current	-	Previous	=	Total Used	Multiplier	Billing Period	Amount
1000799181	06/23/2025	96,957		90,150		6,807 kWh	1	32 Days	\$841.56
1000799181	06/23/2025	19.3		0		19.3 kW	1	32 Days	☒ 6.3%

Service Address: SHELL POINT PH 1 AND 2, LIGHTS, RUSKIN, FL 33570

Sub-Account Number: 221007940820

Amount: \$6,670.04

Total Current Month's Charges

\$8,341.37

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Sub-Account #: 221007983952
Statement Date: 07/01/2025

Service Address: 587 SUNLIT CORAL ST, FOUNTAIN, RUSKIN, FL 33570-8112

Meter Read

Meter Location: LAKE FOUNTAIN

Service Period: 05/23/2025 - 06/23/2025

Rate Schedule: General Service - Non Demand

Meter Number	Read Date	Current Reading	-	Previous Reading	=	Total Used	Multiplier	Billing Period
1000492468	06/23/2025	0		0		0 kWh	1	32 Days

Charge Details

 Electric Charges		
Daily Basic Service Charge	32 days @ \$0.63000	\$20.16
Florida Gross Receipt Tax		\$0.52
Electric Service Cost		\$20.68

Avg kWh Used Per Day



Current Month's Electric Charges

\$20.68

Billing information continues on next page →



Sub-Account #: 221007983960
Statement Date: 07/01/2025

Service Address: 471 SUNLIT CORAL ST, FOUNTAIN, RUSKIN, FL 33570-8110

Meter Read

Meter Location: LAKE FOUNTAIN

Service Period: 05/23/2025 - 06/23/2025

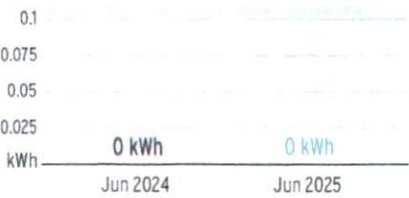
Rate Schedule: General Service - Non Demand

Meter Number	Read Date	Current Reading	Previous Reading	=	Total Used	Multiplier	Billing Period
1000492492	06/23/2025	7,596	7,596		0 kWh	1	32 Days

Charge Details

	Electric Charges		
	Daily Basic Service Charge	32 days @ \$0.63000	\$20.16
	Florida Gross Receipt Tax		\$0.52
	Electric Service Cost		\$20.68

Avg kWh Used Per Day



Current Month's Electric Charges \$20.68

Billing information continues on next page →

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Sub-Account #: 221007983978
Statement Date: 07/01/2025

Service Address: 470 OLIVE CONCH ST, FOUNTN, RUSKIN, FL 33570-2037

Meter Read

Meter Location: LAKE FOUNTAIN

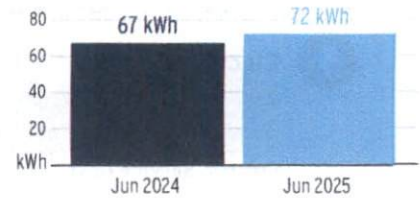
Service Period: 05/23/2025 - 06/23/2025

Rate Schedule: General Service - Non Demand

Meter Number	Read Date	Current Reading	Previous Reading	=	Total Used	Multiplier	Billing Period
1000492466	06/23/2025	17,954	15,655		2,299 kWh	1	32 Days

Charge Details

Avg kWh Used Per Day



Electric Charges

Daily Basic Service Charge	32 days @ \$0.63000	\$20.16
Energy Charge	2,299 kWh @ \$0.08641/kWh	\$198.66
Fuel Charge	2,299 kWh @ \$0.03391/kWh	\$77.96
Storm Protection Charge	2,299 kWh @ \$0.00577/kWh	\$13.27
Clean Energy Transition Mechanism	2,299 kWh @ \$0.00418/kWh	\$9.61
Storm Surcharge	2,299 kWh @ \$0.02121/kWh	\$48.76
Florida Gross Receipt Tax		\$9.45

Electric Service Cost

\$377.87

Current Month's Electric Charges

\$377.87

Billing information continues on next page →



Sub-Account #: 221007983986
Statement Date: 07/01/2025

Service Address: 630 OLIVE CONCH ST, FOUNTAIN, RUSKIN, FL 33570-2083

Meter Read

Meter Location: LAKE FOUNTAIN

Service Period: 05/23/2025 - 06/23/2025

Rate Schedule: General Service - Non Demand

Meter Number	Read Date	Current Reading	-	Previous Reading	=	Total Used	Multiplier	Billing Period
1000492491	06/23/2025	0		0		0 kWh	1	32 Days

Charge Details

	Electric Charges		
	Daily Basic Service Charge	32 days @ \$0.63000	\$20.16
	Florida Gross Receipt Tax		\$0.52
	Electric Service Cost		\$20.68

Avg kWh Used Per Day



Current Month's Electric Charges \$20.68

Billing information continues on next page →

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Sub-Account #: 211021533685
Statement Date: 07/01/2025

Service Address: 334 GRACEFUL SEA PL, RUSKIN, FL 33570

Meter Read

Meter Location: SOUTH ENTRANCE

Service Period: 05/23/2025 - 06/23/2025

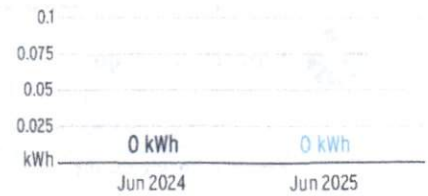
Rate Schedule: General Service - Non Demand

Meter Number	Read Date	Current Reading	-	Previous Reading	=	Total Used	Multiplier	Billing Period
1000621304	06/23/2025	0		0		0 kWh	1	32 Days

Charge Details

Avg kWh Used Per Day

	Electric Charges		
	Daily Basic Service Charge	32 days @ \$0.63000	\$20.16
	Florida Gross Receipt Tax		\$0.52
	Electric Service Cost		\$20.68



Current Month's Electric Charges

\$20.68

Billing information continues on next page →



Sub-Account #: 211021583862
Statement Date: 07/01/2025

Service Address: 1070 ISLAND SUNSET PL, RUSKIN, FL 33570

Meter Read

Meter Location: NORTH ENTRANCE
Service Period: 05/23/2025 - 06/23/2025 Rate Schedule: General Service - Non Demand

Meter Number	Read Date	Current Reading	Previous Reading	=	Total Used	Multiplier	Billing Period
1000648230	06/23/2025	0	0		0 kWh	1	32 Days

Charge Details

	Electric Charges		
	Daily Basic Service Charge	32 days @ \$0.63000	\$20.16
	Florida Gross Receipt Tax		\$0.52
	Electric Service Cost		\$20.68

Avg kWh Used Per Day



Current Month's Electric Charges \$20.68

Billing information continues on next page →

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Sub-Account #: 221007911623
Statement Date: 07/01/2025

Service Address: SHELL POINT AMENITY CENTER, LIGHTS, RUSKIN, FL 33570

Service Period: 04/29/2025 - 05/28/2025

Rate Schedule: Lighting Service

Charge Details



Electric Charges

Lighting Service Items LS-1 (Bright Choices) for 30 days

Lighting Energy Charge	133 kWh @ \$0.03412/kWh	\$4.54
Fixture & Maintenance Charge	7 Fixtures	\$116.27
Lighting Pole / Wire	7 Poles	\$198.24
Lighting Fuel Charge	133 kWh @ \$0.03363/kWh	\$4.47
Storm Protection Charge	133 kWh @ \$0.00559/kWh	\$0.74
Clean Energy Transition Mechanism	133 kWh @ \$0.00043/kWh	\$0.06
Storm Surcharge	133 kWh @ \$0.01230/kWh	\$1.64
Florida Gross Receipt Tax		\$0.29
Franchise Fee		\$21.37
Municipal Public Service Tax		\$0.88

Lighting Charges

\$348.50

Current Month's Electric Charges

\$348.50

Billing information continues on next page →



Sub-Account #: 221007934435
Statement Date: 07/01/2025

Service Address: 1155 7TH AVE NW, CLBHSE, RUSKIN, FL 33570-3425

Meter Read

Meter Location: CLUBHOUSE

Service Period: 05/23/2025 - 06/23/2025

Rate Schedule: General Service Demand - Standard

Meter Number	Read Date	Current Reading	-	Previous Reading	=	Total Used	Multiplier	Billing Period
1000799181	06/23/2025	96,957		90,150		6,807 kWh	1	32 Days
1000799181	06/23/2025	19.3		0		19.3 kW	1	32 Days

Charge Details



Electric Charges

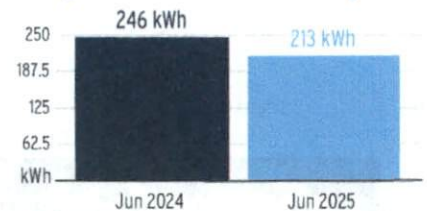
Daily Basic Service Charge	32 days @ \$1.06000	\$33.92
Billing Demand Charge	19 kW @ \$18.07000/kW	\$343.33
Energy Charge	6,807 kWh @ \$0.00773/kWh	\$52.62
Fuel Charge	6,807 kWh @ \$0.03391/kWh	\$230.83
Capacity Charge	19 kW @ \$0.30000/kW	\$5.70
Storm Protection Charge	19 kW @ \$2.08000/kW	\$39.52
Energy Conservation Charge	19 kW @ \$0.93000/kW	\$17.67
Environmental Cost Recovery	6,807 kWh @ \$0.00068/kWh	\$4.63
Clean Energy Transition Mechanism	19 kW @ \$1.15000/kW	\$21.85
Storm Surcharge	6,807 kWh @ \$0.01035/kWh	\$70.45
Florida Gross Receipt Tax		\$21.04
Electric Service Cost		\$841.56

Current Month's Electric Charges

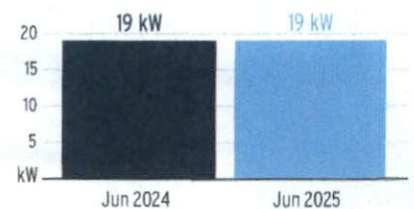
\$841.56

Billing information continues on next page →

Avg kWh Used Per Day



Billing Demand (kW)



Load Factor



Decreasing the proportion of your electricity utilized at peak will improve your load factor.





Sub-Account #: 221007940820
Statement Date: 07/01/2025

Service Address: SHELL POINT PH 1 AND 2, LIGHTS, RUSKIN, FL 33570

Service Period: 04/29/2025 - 05/28/2025

Rate Schedule: Lighting Service

Charge Details



Electric Charges

Lighting Service Items LS-1 (Bright Choices) for 30 days

Lighting Energy Charge	2725 kWh @ \$0.03412/kWh	\$92.98
Fixture & Maintenance Charge	143 Fixtures	\$2379.73
Lighting Pole / Wire	143 Poles	\$4049.76
Lighting Fuel Charge	2725 kWh @ \$0.03363/kWh	\$91.64
Storm Protection Charge	2725 kWh @ \$0.00559/kWh	\$15.23
Clean Energy Transition Mechanism	2725 kWh @ \$0.00043/kWh	\$1.17
Storm Surcharge	2725 kWh @ \$0.01230/kWh	\$33.52
Florida Gross Receipt Tax		\$6.01

Lighting Charges

\$6,670.04

Current Month's Electric Charges

\$6,670.04

Total Current Month's Charges

\$8,341.37

Shell Point CDD regular meeting
 MEETING DATE: 7/8/25
 DMS Staff Signature: *Lisa Castoria*

SUPERVISORS	CHECK IF IN ATTENDANCE	STATUS	PAYMENT AMOUNT
Cheryl Hammond	x	Salary Accepted	200
Brittany Schwartzbauer	x	Salary Accepted	200
Vincent Orlando	x	Salary Accepted	200
Angela Davis	x	Salary Accepted	200
Elaine Pennington	x	Salary Accepted	200

Attendance Confirmation
for
BOARD OF SUPERVISORS

District Name: Shell Point workshop

Board Meeting Date: July 22, 2025

	Name	In Attendance Please X	Paid
1	Vincent Orlando	x	\$200
2	Elaine Pennington	x	\$200
3	Angela David	x	\$200
4	Brittany Schwatrzbauer	x	\$200
5	Cheryl Hammond	x	\$200

The supervisors present at the above referenced meeting should be compensated accordingly

Approved for payment:

Lisa Castoria

7/24/2025

District Manager Signature

Date

**** PLEASE RETURN SIGNED DOCUMENT TO LORI BINGLE ****

Aqua Sentry

13194 US Highway 301 S Suite 154
Riverview, FL 33578 US
+18139432755
AquaSentryTampa@gmail.com



INVOICE

BILL TO

Shell Point CDD
1155 7th Ave NW
Ruskin Fla 33570

INVOICE # S8GQ16Z-2**DATE** 05/07/2025**DUE DATE** 06/06/2025**TERMS** Net 30

ACTIVITY	QTY	RATE	AMOUNT
Replaced Equipment Replaced cracked main pump lid which was causing air intrusion and not fully priming.	1	596.41	596.41

BALANCE DUE**\$596.41**

Aqua Sentry

13194 US Highway 301 S Suite 154
Riverview, FL 33578 US
+18139432755
AquaSentryTampa@gmail.com



INVOICE

BILL TO

Shell Point
1155 7th Ave NW
Ruskin Fla 33570

INVOICE # H10071**DATE** 06/25/2025**DUE DATE** 07/25/2025**TERMS** Net 30

ACTIVITY	QTY	RATE	AMOUNT
Repair and replace Received call that main pool pump was down. Repair tech determined that 30amp breaker was blown and replaced. Probably due to lightning storm night before. Includes labor and parts	1	395.00	395.00

BALANCE DUE**\$395.00**

Aqua Sentry

13194 US Highway 301 S Suite 154
Riverview, FL 33578 US
+18139432755
AquaSentryTampa@gmail.com



INVOICE

BILL TO

Shell Point CDD
1155 7th Ave NW
Ruskin Fla 33570

INVOICE # SK7F87F-80**DATE** 07/17/2025**DUE DATE** 08/16/2025**TERMS** Net 30

ACTIVITY	QTY	RATE	AMOUNT
Replaced Equipment breaker w install new 20 amp breaker for vac pump		250.00	250.00
Replaced Equipment breaker w install new 20 amp breaker for sump pump outlets	1	250.00	250.00
Equipment Repair wire repair wire repair due to burnt out motor starter , bypassed motor starter until we can replace .		175.00	175.00

BALANCE DUE**\$675.00**



INVOICE

Sold To: 21714889
Shell Point CDD
2005 Pan Am Cir
Tampa FL 33607

Customer #: 21714889
Invoice #: 9429061
Invoice Date: 7/12/2025
Sales Order: 8700725
Cust PO #:

Project Name: Shell Cove

Project Description: Repairs Needed for Irrigation 06/26/25

Job Number	Description	Amount
340500113	Shell Point CDD Clock A	60.00
Total Invoice Amount		60.00
Taxable Amount		
Tax Amount		
Balance Due		60.00

Terms: Net 15 Days

If you have any questions regarding this invoice, please call 813 641-3672

Please detach stub and remit with your payment

Payment Stub

Customer Account #: 21714889
Invoice #: 9429061
Invoice Date: 7/12/2025

Amount Due: \$ 60.00

Thank you for allowing us to serve you

Please reference the invoice # on your
check and make payable to

Shell Point CDD
2005 Pan Am Cir
Tampa FL 33607

BrightView Landscape Services, Inc.
P.O. Box 740655
Atlanta, GA 30374-0655

Proposal for Extra Work at Shell Point CDD

Property Name	Shell Point CDD	Contact	Lisa Castoria
Property Address	1052 Ocean Spray Dr. Ruskin, FL 33570	To	Shell Point CDD
		Billing Address	2005 Pan Am Cir Tampa, FL 33607
Project Name	Shell Cove		
Project Description	Repairs Needed for Irrigation 06/26/25		

Scope of Work

QTY	UoM/Size	Material/Description
Clock A		
1.00	EACH	Zone 23 - (1) leaking broken mist head sprinkler broken damage by mower . No Charge
1.00	EACH	Zone 37 - 1/2 inch pvc pipe leaking . repair with 1/2 inch pvc pipe and couplings

For internal use only

SO# 8700725
JOB# 340500113
Service Line 150

Total Price \$60.00

THIS IS NOT AN INVOICE

This proposal is valid for thirty (30) days unless otherwise approved by Contractor's Senior Vice President
415 27th Street SE, Ruskin, FL 33570 ph. (813) 641-3672 fax (813) 641-7582

TERMS & CONDITIONS

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

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

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

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

Acceptance of this Contract

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

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

Customer

District Manager	
Signature _____	Title _____
Lisa Castoria	July 10, 2025
Printed Name _____	Date _____

BrightView Landscape Services, Inc. "Contractor"

Account Manager	
Signature _____	Title _____
Jesus Longoria	July 10, 2025
Printed Name _____	Date _____

Job #: 340500113

SO #: 8700725 **Proposed Price:** \$60.00



CorlinServices LLC
7818126511
11237 Spring Point Circle
Riverview, FL 33579

Billed To
ShellPoint CDD

Date of Issue
07/02/2025

Invoice Number
0000263

Amount Due (USD)

\$80.00

Due Date
08/01/2025

Description	Rate	Qty	Line Total
installation of heavy duty springs on each pool gate to supplement the existing self closing hinges	\$80.00	1	\$80.00

Subtotal 80.00

Tax 0.00

Total 80.00

Amount Paid 0.00

Amount Due (USD) \$80.00

Invoice Time Detail

Invoice Number: 38420
Company: Shell Point CDD

Charge To: Shell Point CDD / Camera intrusion detection not following schedule Location: Main

Date	Staff	Notes	Bill	Hours	Rate	Ext Amt
06/24/2025	Bryant-Ebanks, Tanner	Service Ticket: 633767 Summary: Camera intrusion detection not following schedule Added network policy to allow remote access to camera and NVR	Y	0.25	185.00	\$46.25
06/27/2025	Baker, Skyler	Service Ticket: 633767 Summary: Camera intrusion detection not following schedule Tested setting synchronization between NVR and pool camera; no immediate issues found. Found both Intrusion Detection and Line Crossing Detection enabled.	Y	0.50	150.00	\$75.00

Subtotal: \$121.25**Invoice Time Total:****Billable Hours:****0.75**

INVOICE

MIKES FLOOR COVERING
12872 Commodity Pl
Tampa, FL 33626-3101

mikesflooring813@yahoo.com
+1 (813) 380-2768

KEN HOEFLE

Bill to
SHELL POINT CDD
1155 SEVENTH AVE NW
RUSKIN, FL 33570

Invoice details

Invoice no.: 1084
Terms: Due on receipt
Invoice date: 06/19/2025
Due date: 06/19/2025

#	Product or service	Description	Qty	Rate	Amount
1.	FLOOR REMOVAL	COST TO REMOVE AND DISPOSE OF EXISTING TILE FLOORING INCLUDING SCRAPING DOWN / GRINDING THINSET .	1	\$2,150.00	\$2,150.00
2.	FLOOR PREP	UNFORESEEN FLOOR PREP AFTER FLOOR DEMO MAY BE NECESSARY. COST MAY VARY DEPENDING ON EXTENT OF PREP NECESSARY TO LEVEL SUBFLOOR PRIOR TO INSTALLATION.	1	\$200.00	\$200.00
3.	LVP Installation	COST TO INSTALL CHESAPEAKE PRO SOLUTIONS 12 GLUE DOWN LVT INCLUDING PRESSURE SENSITIVE ADHESIVE , 3 MATCHING TRANSITION TRIMS AND PRIMED WHITE QUARTER ROUND MOLDINGS . MATERIALS AND LABOR INCLUDED .	1	\$5,950.00	\$5,950.00
4.	MISC	ADDITIONAL \$400 UPCHARGE FOR PRO SOLUTIONS 20 UPGRADED SPECS ON LVT	1	\$400.00	\$400.00

Ways to pay

BANK

Total \$8,700.00

Overdue 06/19/2025

View and pay

SHELL POINT CDD
DISTRICT CHECK REQUEST

Today's Date	<u>6/18/2025</u>
Check Amount	<u>\$8,348.19</u>
Payable To	<u>Shell Point CDD</u>
Check Description	<u>Series 2019 - FY 25 Tax Dist. ID Dist 728</u>
Special Instructions	<u>Do not mail. Please give to Eric</u>

(Please attach all supporting documentation: invoices, receipts, etc.)

ERIC
Authorization

DM		
Fund	<u>001</u>	
G/L	<u>20702</u>	
Object Code		
Chk	#	Date

SHELL POINT CDD

TAX REVENUE RECEIPTS AND TRANSFER SCHEDULE FISCAL YEAR 2025, TAX YEAR 2024

Dollar Amounts	Fiscal Year 2025 Percentages	
Net O&M	572,220.00	36.098% 0.361000
Net DS	1,012,981.00	63.902% 0.639000
Net Total	1,585,201.00	100.0000% 1.000000

94%

201

Date Received	Amount Received	36.10%	36.10%	63.90%	63.90%	Proof	Distribution Number & Date Transferred	Payments / CDD check #
		Raw Numbers Operations Revenue, Occupied Units	Rounded Operations Revenue, Occupied Units	Raw Numbers 2019 Debt Service Revenue	Rounded 2019 Debt Service Revenue			
11/6/2024	7,864.33	2,838.84	2,838.84	5,025.49	5,025.49	(0.00)	Dist 695	1933
11/14/2024	2,348.00	847.57	847.57	1,500.43	1,500.43	0.00	Dist 697	1933
11/22/2024	4,696.01	1,695.15	1,695.15	3,000.86	3,000.86	(0.00)	Dist 698	1926
12/6/2024	1,012,835.39	365,609.58	365,609.58	647,225.81	647,225.81	(0.00)	Dist 706	1933
12/3/2024	7,983.21	2,881.75	2,881.75	5,101.46	5,101.46	(0.00)	Dist 700	1933
12/16/2024	110,825.52	40,005.39	40,005.39	70,820.13	70,820.13	(0.00)	Dist 707	1933
1/7/2025	311,879.17	112,580.99	112,580.99	199,298.18	199,298.18	0.00	Dist 709	1007
3/10/2025	2,421.37	874.06	874.06	1,547.31	1,547.31	(0.00)	Dist 716	1023
2/7/2025	4,774.26	1,723.39	1,723.39	3,050.87	3,050.87	0.00	Dist 713`	1023
4/7/2025	9,362.94	3,379.80	3,379.80	5,983.14	5,983.14	(0.00)	Dist 713`	1034
5/7/2025	4,965.04	1,792.26	1,792.26	3,172.78	3,172.78	0.00	Dist 723	1043
6/18/2025	13,063.98	4,715.79	4,715.79	8,348.19	8,348.19	#####	Dist 728	
		-	-	-	-	-		
		-	-	-	-	-		
		-	-	-	-	-		
		-	-	-	-	-		
		-	-	-	-	-		
		-	-	-	-	-		
		-	-	-	-	-		
TOTAL	1,493,019.22	538,944.56	538,944.57	954,074.66	954,074.66	#####		
Net Total on Roll	1,585,201.00		572,220.00		1,012,981.00			
Collection Surplus / (Deficit)	(92,181.78)		(33,275.43)		(58,906.34)			

TEXACRAFT®

Remit To:

5514 Paysphere Circle
Chicago, IL. 60674

Invoice No: 1149790**Invoice Date: 7/23/2025****Due Date: 8/22/2025****Order Date: 6/20/2025**

Please forward remittance advice for Texacraft to: credit@texacraft.com

Bill To:

Shell Point Community Development
Inframark
Attn Accounts Payable
2005 Pan Am Circle Ste 120
Tampa, FL 33607
USA

Ship To:

Ken Hoefl
11631 Mandevilla View Way
Riverview FL 33579
USA
Receiving/Ken

Customer #:	65434	Sales Rep:	JERRY PORTER LEIGH	Ship Date:	07/23/2025
Customer PO #:	TEXq25024	Customer Phone:	813-244-6445	Carrier:	UPS STANDARD
Acknowledgment:	831458	Customer Email:	bryan.radcliff@inframark.com	Tracking #:	1Z0A42120365870545
Packing Slip #:	146401	Terms:	Net 30 Days	FOB:	Origin
Comments:	UPS get signature				

Line	Part Number/ Description	Order Qty	Ship Qty	Backorder Qty	Unit Price	Ext Price
1	M835 M835153 - Vision Chaise Set Sling Sling 1: Dupione Poolside (153) Sales Order/Line/Release: 831458/1/1 Tag Line:	6 EA	6 EA	0 EA	96.90	581.40
2	M832 M832153 - Vision Chair Sling Set Sling 1: Dupione Poolside (153) Sales Order/Line/Release: 831458/2/1 Tag Line:	6 EA	6 EA	0 EA	52.98	317.88
3.	3001028 Bella Sling Plg White Qty: 100 Unit Price: \$0.55 Ext Price: \$55.00 Total Qty: 100 Total Price: \$55.00 Sales Order/Line/Release: 831458/3/1 Tag Line:	EA	EA	0 EA		0.00

Texacraft- PO Box 868, Haleyville, AL 35565 205-486-9211

Visit our website to review the warranty information <http://texacraft.com/warranty-information>

NOTICE: Some furniture products can expose you to chemicals known to the State of California to cause cancer and/or birth defects or other reproductive harm. Please check the on-product label for warning information.

Miscellaneous Charges Breakdown	
Contract Freight Charge	\$131.00
Total	\$131.00

SubTotal:	954.28
Total Misc Charges:	131.00
Total Charges	1,085.28
Total Due:	1,085.28

Texacraft- PO Box 868, Haleyville, AL 35565 205-486-9211

Visit our website to review the warranty information <http://texacraft.com/warranty-information>

NOTICE: Some furniture products can expose you to chemicals known to the State of California to cause cancer and/or birth defects or other reproductive harm. Please check the on-product label for warning information.



Grau & Associates

CERTIFIED PUBLIC ACCOUNTANTS

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

August 8, 2025

To Board of Supervisors
Shell Point Community Development District
2005 Pan Am Circle, Suite 300
Tampa, FL 33607

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

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

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

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

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

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

Audit Objectives

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

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

Examination Objective

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

Other Services

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

Management Responsibilities

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

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

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

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

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

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

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

Audit Procedures—General

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

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

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

Audit Procedures—Internal Control

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

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

Audit Procedures—Compliance

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

Engagement Administration, Fees, and Other

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

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

Our fee for these services will not exceed \$5,200 for the September 30, 2025 audit, unless there is a change in activity by the District which results in additional audit work or if additional Bonds are issued.

Grau & Associates and its subcontractors warrant compliance with all federal immigration laws and regulations that relate to their employees. Grau agrees and acknowledges that the District is a public employer subject to the E-Verify requirements as set forth in Section 448.095, Florida Statutes, and that the provisions of Section 448.095, Florida Statutes apply to this Agreement. If the District has a good faith belief that the Grau has knowingly hired, recruited or referred an alien who is not authorized to work by the immigration laws or the Attorney General of the United States for employment under this Agreement, the District shall terminate this Agreement. If the District has a good faith belief that a subcontractor performing work under this

Agreement knowingly hired, recruited or referred an alien who is not duly authorized to work by the immigration laws or the Attorney General of the United States for employment under this Agreement, the District shall promptly notify Grau and order Grau to immediately terminate the contract with the subcontractor. Grau shall be liable for any additional costs incurred by the District as a result of the termination of a contract based on Grau's failure to comply with E-Verify requirements evidenced herein.

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

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

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

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

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

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

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

Very truly yours,

Grau & Associates



Antonio J. Grau

RESPONSE:

This letter correctly sets forth the understanding of Shell Point Community Development District.

By: _____

Title: _____

Date: _____



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



Peer Review
Program

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

March 17, 2023

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

Dear Antonio Grau:

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

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

Thank you for your cooperation.

Sincerely,

FICPA Peer Review Committee

Peer Review Team
FICPA Peer Review Committee

850.224.2727, x5957

cc: Daniel Hevia, Racquel McIntosh

Firm Number: 900004390114

Review Number: 594791

From: Ken Hoefle <ken.hoefle@inframark.com>

Sent: Sunday, September 7, 2025 6:09 PM

To: Aninipot, Alize <aaninipot@inframark.com>

Cc: Seat1 ShellPointCDD <seat1@shellpointcdd.com>; Seat2 ShellPointCDD <seat2@shellpointcdd.com>; ShellPointCDD Seat3 <seat3@shellpointcdd.com>; Seat4 ShellPointCDD <seat4@shellpointcdd.com>; Seat5 ShellPointCDD <seat5@shellpointcdd.com>

Subject: Shell Point CDD On-Site Manager report 9/9/25 meeting

Shell Point CDD update:

- Clubhouse Usage Agreement language update for cleaning fee that we are adding. Will work with Alize on language.
- Presented to Board before last workshop a potential vendor for the cleaning fee. \$75.00 for each event.
- Board has Pool Rules sign options that they were to review and get back to me.
- Playground has major drainage issue. Need to see if drains were installed during construction stage. If not, we need to add.
- Insurance provider recommended we add 7 inches of playground mulch. Playground is 77x82 and if we added 5 inches around the area and built up to 7 inches around the structure we are looking at 98 yards of mulch.
- I've reached out to three vendors that provide playground inspections. Received two quotes so far. Waiting on the third one.
- Playground swing broke a couple of weeks ago and I had it removed for safety reasons. Waiting on quote for new swing.
- Finn Outdoors is scheduled for pond erosion 9/4/25. Pushed back and will now start on 9/8.
- Received quote to address vandalism on the pickleball court. \$1,250.00. The entire gray area would be repainted. Will be working with Alize on language for letter to resident.
- Would the Board like me to check on pricing to fence in the balance of the pickleball court? Adding a key card reader to the gate would be in the 4k-5k price range. I would recommend holding off on the key card reader.
- Exterior of clubhouse and mail kiosk have been pressure washed.
- Clubhouse, pool deck, mail kiosk and playground structure were treated by our pest control vendor.
- Many of the light fixtures around the entrance monuments are broken. These areas are bus stops, and many kids congregate at them.
- Front sidewalk needs attention. I would recommend adding rock to both sides of the sidewalk. The area to the south of the sidewalk is 3x175 and we would have less on the north side of the sidewalk due to the bushes. I would also add several stepping pavers like the one we have right now. If we add mulch with the heavy rains, it keeps washing away.
- Signal Security wrapped up for the summer. Finished up Labor Day weekend. Greg did a fantastic job for us.

SHELL POINT COMMUNITY DEVELOPMENT DISTRICT SOLICITATION FOR LANDSCAPE & IRRIGATION MAINTENANCE SERVICES

1. General Information.

The Board of Supervisors (“Board”) of the (Shell Point) Community Development District ("District") is requesting proposals for the provision of Landscape and Irrigation Maintenance Services on a continuing basis (“Proposals”). The District will accept proposals from all qualified companies interested in providing these services. All proposers should be experienced in providing landscaping and irrigation services in the State of Florida and hold any applicable licenses or certifications. Have vehicles with the current company vendor name visible. Any proposer that is a corporation or other business entity must be registered with the Florida Department of State, Division of Corporations, authorized to do business in the State of Florida, and currently in good standing.

2. Questions should be Directed to District Management.

Any questions relating to this solicitation should be directed to District Management via email to all of the following:

- Alize Aninipot, aaninipot@inframark.com
- Howard Neal, Howard.Neal@inframark.com
- Jason Liggett, jliggett@inframark.com

3. Submittal of Proposals.

- The deadline for proposal submission is 3:00 p.m. Friday October 3, 2025.**
- Interested persons and firms should submit an electronic copy of their Proposal containing the information and materials described herein via email to all of the following:
 - Alize Aninipot, aaninipot@inframark.com
 - Howard Neal, Howard.Neal@inframark.com
 - Jason Liggett, jliggett@inframark.com
- Proposals will be securely kept by all the recipients listed above until after the submission deadline and will be forwarded to the Board on or before **October 6, 2025**.
- No late submissions or second submissions will be accepted.

4. Shortlist Review and Invitation to Present to the Board

The Board will review the proposals at their regular board meeting to be held at 5:30 pm on **Tuesday, October 14, 2025** at the Shell Point Clubhouse located at 1155 7th Avenue NW, Ruskin, FL 33570, to select candidates to deliver a landscape maintenance presentation at the following regular board meeting to be held at 5:30pm on **Tuesday, November 11, 2025**. Selected proposers should be prepared for a 10–20-minute presentation to include a question-and-answer period.

5. Scope of Services.

- a. The services to the District are generally described in the “Scope of Services” attached hereto as **Exhibit A**.
- b. It incorporates all services that are necessarily performed by a landscape and irrigation maintenance vendor (the “Contractor”) in the effective operation of a CDD in compliance with federal, state, or local regulation.

6. Pre-Proposal Walkthrough.

Proposers **MUST MEET** with on-site manager to become familiar with the landscape and irrigation areas as depicted on the “Landscape Maintenance Map” (Exhibit B).

The Pre-Bid Meeting will be scheduled for [Insert Date & Time Here]:

Ken Hoefle

Phone (813) 244 – 6445

Email: ken.hoefle@inframark.com

Meeting Address: 1155 7th Ave NW, Ruskin, FL 33570

Any Questions after the pre bid meeting should be directed to:

District Management:

- Alize Aninipot, aaninipot@inframark.com
- Howard Neal, Howard.Neal@inframark.com
- Jason Liggett, jliggett@inframark.com

If a specific task is not identified in the Scope of Services, but it is necessary for the District’s landscaping maintenance, irrigation maintenance or compliance with federal, state, or local regulation, it is expected that the landscape vendor will include such task in the performance of its general landscape and irrigation services. If an additional charge is identified, use **Exhibit E** to make recommendations and charges.

7. Interpretation and Addenda of Scope of Services.

No verbal interpretations will be made to any proposer as to the meaning of the Scope of Services. Interpretations, if made, will be written in the form of an addendum and sent by District Management to all known proposers who have shown interest in submitting a Proposal.

8. Term and Renewal.

The initial term of the service agreement will be 1 year. The agreement will automatically renew for subsequent 1-year periods until terminated pursuant to the termination provisions in the agreement. The scope of services and compensation for renewal periods may be adjusted by submitting **Exhibits C and E, F, G and H, ninety (90) days before the end of service agreement.**

9. Submittal Requirements.

Each Proposal shall include the following information (**if applicable**):

a. Company Information

- i. Name of company (including any "Doing Business As" names)
- ii. Headquarters/parent company locations
- iii. Office locations and telephone number
- iv. History of the company
- v. Organization chart of company
- vi. Proof of applicable insurance
- vii. List of any outstanding litigation that would threaten the viability of the proposer or the performance of services

b. Qualifications and Staffing

- i. Experience and expertise of the proposer in performing the Scope of Services.
- ii. If there will be a subcontractor performing certain services, describe which services will be subcontracted and include subcontractor's qualifications.
- iii. Company Managers, the proposer will assign to the District, including:
 1. Names, specific services each will have primary responsibility over, degrees (if any), certifications and licenses.
- iv. Willingness of Company Managers to attend CDD meetings in the evenings.
- v. How any issues arising after business hours will be handled.
- vi. Backup plan for situations when the company managers are unavailable.
- vii. Point of contact information beyond managers for resolution of all landscaping issues.

c. **Cost of Services.**

All proposers must submit a separate cost proposal. Cost proposals should be written so that they may be incorporated as an attachment to an agreement.

i. Each cost proposal must include the following:

1. A completed Official Proposal Form for Solicitation of Proposals for Landscape and Irrigation Maintenance services attached hereto as **Exhibit C**. It should include all direct and indirect costs, overhead, profits and fees.
2. The total annual cost of all services described in the Scope of Services (“Total Annual Price”). Specify how the Total Annual Price will be broken down in installments, and when such services will be invoiced.
3. An itemized price of the services (**Exhibits E, F and G**) should be submitted along with and included in the Total Annual Price.
4. Fill out and submit only **Exhibit H**. Do not include in the Total Annual Price.
5. A detailed listing of any other expenses or fees, (**Exhibit E**), to be reimbursed to the proposer such as postage, courier services, printing, binding, travel expenses, etc.. These expenses should be included in the Total Annual Price.
6. A fee proposal and detailed explanation for additional services, (**Exhibit E**), that may be performed in addition to the items described in the Scope of Services.
 - a. The fee proposal must clearly identify in **Exhibit E** what types of services, the actual cost for the service and labor cost and added to the Total Annual Price.
 - b. The Board reserves the right to accept such services and whether to add that cost into the Total Annual Price or as a separate invoice.

ii. If any of the services described in the “Scope of Services” cannot be provided by the proposer, then the Proposal should disclose that.

1. The proposer can provide an estimate of the costs from a 3rd-party vendor to provide such services.
2. The Board reserves the right to conduct an RFP to find a suitable vendor to assist the proposer. Both contractors will be equally liable for damages as a result of negligence.

10. Proposal Duration.

The Proposal must be in effect for a minimum of 90 calendar days starting with the day following the submission deadline. During this time, all provisions of the Proposal (**Exhibits C, E, F, G, H**) must be in effect, including prices.

11. Proposal Evaluation Criteria.

Each Proposal will be evaluated using the following criteria:

- a. Responsiveness to each element contained in the Scope of Services and this solicitation
- b. Experience of the proposer
- c. Willingness to meet time and budget requirements
- d. Transparency of cost for the total effort
- e. The District reserves the right to consider other factors and the criteria included herein shall constitute the minimum criteria to be considered

12. Right to Waive Mistakes and Variations.

- a. Proposals may not be modified and resubmitted again.
- b. Mistakes in arithmetic extension of pricing will not be corrected. Resubmission will not be accepted.
- c. The District reserves the right to request supplementation of any or all Proposals.

13. Method of Selection, Award, and Right to Reject.

- a. The Board will evaluate each Proposal pursuant to the evaluation criteria in (Exhibits C,E,F,G,H) in order to determine which Proposal is in the District's best interest (low price shall not entitle any proposer to be awarded the services).
- b. The District expressly reserves the right to reject any or all Proposals at any time or until such time as an agreement is fully executed.
- c. If the Board intends on awarding the services to a proposer, it will announce the proposer they desire to engage with at a public meeting.
 - i. No written notice of the award will be provided unless requested by a proposer.
 - ii. The selected proposer shall promptly finalize any terms or details with the District.
 - iii. If the proposer withdraws, the District may negotiate with the next proposer(s) down the line, whose proposal(s) was determined to be in the District's best interest until an agreement is signed with a proposer.

- iv. If the District elects to move forward with a Proposal, it will be sent to District Counsel to prepare a Landscape and Irrigation Maintenance Services Agreement (the “Agreement”).

14. No Protest of Board Decisions:

By submitting a proposal, proposers acknowledge this is an informal solicitation of proposals for services. There are no competitive procurement thresholds and requirements with respect to the Scope of Services. There is no right to protest any decision by the Board with respect to this solicitation.

15. No Reimbursement of Preparation Costs.

Proposers will not be reimbursed for any cost associated with responding to this solicitation.

16. Required Disclosure

- a. **Public Entity Crimes:** Proposers should be aware of, and in compliance with, all requirements under Section 287.133, Florida Statutes, on Public Entity Crimes. A representation of compliance will be included in the Agreement.
- b. **Scrutinized Companies:** Proposers should be aware of, and in compliance with, all requirements under Section 287.135, Florida Statutes, on Scrutinized Companies. A representation of compliance will be included in the Agreement.
- c. **E-Verify:** Proposers should be aware of, and in compliance with, all requirements under Section 448.095(2)(c), Florida Statutes, on E-Verification requirements. A representation of compliance will be included in the Agreement.
- d. **Anti-Human Trafficking:** Pursuant to Section 787.06, Florida Statutes, proposer represents that it does not use coercion for labor or services as defined in the statute. In addition to being part of the Agreement, proposer is required to provide an affidavit, signed by an officer or a representative of the proposer with this representation, addressed to the District, as required by Section 787.06(13), Florida Statutes. A sample Affidavit for Anti-Human Trafficking is attached hereto as **Exhibit D**.
- e. **Public Records:** All Proposals are considered public records pursuant to Chapter 119, Florida Statutes.
- f. **No Consideration of social, political, or ideological interests.** You are hereby made aware of the provisions of Section 287.05701, Florida Statutes. The District is not requesting documentation of nor will it consider a vendor's social, political, or ideological interests when determining if the vendor is a responsible vendor or when awarding a contract.

EXHIBIT A

SCOPE OF SERVICES

PART 1

GENERAL LANDSCAPE MAINTENANCE

1) **MOWING** – All grass areas will be mowed on the following schedule:

MAY 1 – NOVEMBER 1 – Once a week

NOVEMBER 1 – MAY 1 – Once every two weeks

This schedule estimates that there will be **40 cuts annually for St. Augustine**, **38 cuts annually for Bahia** based on standard growing periods in Florida. Each mowing should leave the **Bahia** grass at a **height of three (3) to three and one half (3 1/2) inches (Maximum height is 4 inches)**, **Paspalum** at a **height of one (1) to one and one half (1 1/2) inches (Maximum height is 2 inches)** to encourage deeper root grow and **St. Augustine** at a **height of three and one half (3 1/2) to four (4) inches (Maximum height is 5 inches)**.

Rotary Mowers are preferred for heights above one (1) inch and Reel type mowers for heights below one (1) inch. All mowing done in the pool area must be done with a push mower to not damage any of the district turf.

All blades shall be kept sharp at all times to provide a high-quality cut and to minimize disease. The Board of Supervisors of Shell Point requires mowers to be equipped with a mulching type deck. Clippings may be left on the lawn as long as **no readily visible clumps remain on the grass surface** thirty-six hours after mowing. **Large clumps of clippings will be collected and removed by the Contractor as part of regular maintenance.**

In case of fungal disease outbreaks, the clippings will be collected until the disease is under control. **Trash must be picked up before mowing** and not shredded with the lawn mower and left behind especially in the pond areas. Mowing should be kept away 1 foot from homeowners' fences to maintain

uniformity. **The Contractor shall restore any noticeable damage caused by the Contractor's mowing equipment within twenty-four hours from the time the damage is caused at the Contractor's sole cost and expense.**

The Contractor shall be responsible for training all its personnel in the technical aspects of the Shell Point Landscape Maintenance and Irrigation Program and general horticultural practices.

This training will also include wetland species identification as it relates to pond banks and wetland areas. The Contractor shall be held responsible for all damage to wetlands, littoral shelves, mitigation areas and uplands due to mowing/fertilizing, etc.

The Contractor is responsible for vehicular safety within the community and **shall use the proper warning safety equipment, including orange safety cones, at all times.** Any motorized equipment used on the road ways of the community must be legally equipped.

Weekend work is permitted when necessary upon prior approval.

1A) POND MOWING - All ponds identified as such on the overall Shell Point Maintenance **Exhibit B** shall be mowed incorporating the same mowing schedule as the common areas stated above. Each mowing shall leave **the grass at a height of four (4) to four and one half (4 1/2) inches**. Pond banks will be mowed 1 foot away from the bank of the pond (grassy edge). Mowers must blow all clippings away from the water's edge.

Line trimming will be used in areas that are not mowed by mowers, exactly 1 foot from the bank of the pond (grassy edge). It includes water's edge and line trimming of drainage structures shall occur each and every time the pond is mowed. Careful attention must be paid to trimmer height on pond banks so as not to scalp at the crest of the pond bank and increase the chances for pond bank erosion. All pond erosion caused by negligence is at the Contractor's expense to fix.

Also when line trimming to water's edge, Contractor shall be extremely careful not to scalp at the water's edge also increasing chances of pond bank erosion. Line trimming height shall be the same as mowing height (if not slightly higher). The Contractor shall be careful to keep trimmings from entering water. **Excessive clippings shall be hand removed.** Trash of any kind and other debris within 2 feet

from water's edge when ponds are full of water or from receded water shall be removed & disposed of by the Contractor during every normal service event.

All pond erosion must be reported immediately via email to Inframark Managers and the Board of Supervisors of Shell Point within 24 hours of discovery. Actual photos must be included in the email. Failure to do so will result in liability to the Contractor for damages to the ponds.

2) EDGING AND TRIMMING – All hard-edged areas (curbs, sidewalks, bike paths, nature trails, etc.) and soft-edged areas (tree rings, shrub and groundcover bed lines) shall be edged during each mowing event. All edging shall be performed to the sole satisfaction of the Board of Supervisors of Shell Point. **Chemical edging shall not be permitted anywhere on property.**

AT NO TIME SHALL LAWN BE ALLOWED TO GROW IN AN UNSIGHTLY MANNER. SHOULD THIS OCCUR, CONTRACTOR AGREES TO CORRECT WITHIN FORTY-EIGHT HOURS OF NOTICE BY BOARD OF SUPERVISORS OF SHELL POINT AT NO ADDITIONAL COST.

3) TREE, PALM TREE AND SHRUB CARE – **All trees includes deciduous trees.** **Trees** shall be **pruned when dormant** to ensure proper uniform growth. All **evergreen trees** shall be pruned in the **early summer and fall** to ensure proper growth and proper head shape. Once per year, central leaders shall be maintained and interfering or crossed limbs shall be removed. Sucker growth at the base of the trees shall be removed by hand continuously throughout the year. **Aesthetic pruning** shall consist of the **removal of dead and/or broken branches as often as necessary** to have trees appear neat at all times. Branches will be pruned just outside the branch collar. **Tree pruning is included in the price of regular maintenance.**

Branches and limbs shall be kept off buildings (including roofs), signage structures, play structures, fences & walls as well as pruned to keep street lights and traffic signage from being blocked. Additionally, on an as-needed basis, all trees shall be trimmed or pruned over sidewalks, nature trails, parking lots, driveways & roadways so as not to interfere with pedestrians, cars or other vehicles. (This is to include maintaining at all times a minimum of ten to fifteen (10-15) feet (but shall vary according to DOT specs) of clearance under all limbs depending on location and species of tree.)

All shrubs will be pruned as necessary to retain an attractive shape and fullness, removing broken or dead limbs as necessary to provide a neat and clean appearance. Shrubs shall not be clipped into balled or boxed forms unless such forms are required by design. Shrubs shall be pruned in accordance with the intended function of the plant in its present location. Flowering shrubs shall be pruned immediately after the blossoms have cured with top pruning restricted to shaping the terminal growth. All pruning shall be done with horticultural skill and knowledge to maintain an overall acceptable appearance consistent with the current aesthetics of Shell Point. The Contractor agrees that pruning is an art that must be done under the supervision of a highly trained foreman and shall make provisions for such supervision. Individual plants pruned into rounded balls or unnatural shapes will not be allowed. All clippings and debris from pruning will be carted away at the time pruning takes place. **Shrub pruning is included in the price of regular maintenance.**

All palms shall receive pruning as often as necessary to appear neat and clean at all times. Price for this service is included in the monthly fees. The timing of the Palm pruning to be coordinated via email with Inframark Managers and the Board of Supervisors of Shell Point during monthly reports by Contractor's manager. This includes brown and/or broken fronds and inflorescence. Removal of green or even yellowing fronds is unnecessary. Fronds should be removed only once they turn brown or become broken or are disrupting flow of pedestrian/vehicular traffic or are hanging on architectural structures. Fruit pods shall be removed prior to development. Tarpaulins shall be used in areas where date palms and other palm fruits may stain sidewalks & pavement including, but not limited to, pool decks. "Hurricane" palm pruning shall never be allowed without prior written approval from the Board of Supervisors of Shell Point. **Palm tree pruning is included in the price of regular maintenance.**

4) WEEDS AND GRASSES – All groundcover and turf areas shall be kept reasonably free of weeds, grasses and trash, and be neatly cultivated and maintained in an orderly fashion at all times. Weeds and grasses may require applications of pre & post emergent herbicides as part of fertilizer mixtures and post-emergent herbicide spot treatments on an as-needed basis. Condition of turf is to be reported to the Board of Supervisors of Shell Point at its monthly meetings by Contractor's manager.

All shrub and bed areas shall be maintained with each mowing service by removing all weeds, trash and other undesirable material and debris to keep the area neat and tidy. All ornamental beds, hedge

areas and tree rings shall be kept weed (and sod) free throughout the year. This is to be accomplished through hand pulling or the careful application of a post-emergent herbicide.

AT NO TIME SHALL POST-EMERGENT HERBICIDES BE PERMITTED WHEN WEEDS HAVE ESTABLISHED THEMSELVES AS TO DOMINATE PLANTING BEDS. HAND PULLING MUST BE PERFORMED.

NON-SELECTIVE, POST-EMERGENT HERBICIDES SHALL NEVER BE USED TO CONTROL WEED/SOD GROWTH AROUND STRUCTURES OF ANY TYPE (I.E. STREET SIGNS, UTILITY BOXES, STREET LIGHTS, PAVEMENT, ETC.) THE FIRST OFFENSE WILL RESULT IN A VERBAL WARNING; THE SECOND OFFENSE WILL RESULT IN A SECOND VERBAL WARNING AND THE BOARD OF SUPERVISORS OF SHELL POINT WILL BE NOTIFIED; THE THIRD OFFENSE MAY TERMINATE THIS CONTRACT FOR CAUSE AT THE BOARD OF SUPERVISORS OF SHELL POINT'S DISCRETION.

The Contractor shall be responsible for the replacement of ornamental plants killed or damaged by herbicide application. All fence lines shall be kept clear of weeds, undesirable vines and overhanging limbs.

5) MAINTENANCE OF PAVED AREAS – All paved areas shall be kept weed free. This may be accomplished by mechanical means (line trimmer) or by applications of post/pre-emergent herbicides. **Weeds greater than two (2) inches in height or width shall be pulled from paved areas, not sprayed. No sprays with dyes may be used on any paved areas.**

6) CLEAN UP – At no time will the Contractor leave the premises after completion of any work in any type of disarray. **All clippings, trimmings, debris, dirt, trash or any other unsightly material shall be removed promptly upon completion of work. The Contractor shall use his own waste disposal methods, never the property dumpsters. Grass clippings blown off of sidewalks, streets and curbs shall be blown into turf areas, never into mulched bed areas as these are to be maintained free of grass clippings.**

NO CLIPPINGS SHALL BE BLOWN DOWN CURB INLETS.

7) REPLACEMENT OF PLANT MATERIAL – Tree, palm tree and shrubs in a state of

decline should immediately be brought to the attention of Inframark Managers and the Board of Supervisors of Shell Point via email along with photos. Dead or unsightly plant material shall be removed immediately as part of regular maintenance. The Contractor shall be solely responsible for replacement of trees, shrubs, palm trees, groundcover, and turf, if due to Contractor's negligence and/or failure to report damages. New plant material shall be guaranteed for a period of one (1) year for all trees, plants, and turf after planting. Replacement of trees, plants and turf to be done during the rainy season, especially in areas without irrigation.

8) INCLEMENT WEATHER - If Contractor misses a service due to inclement weather or any other reason, the Contractor is required to make up service the same week.

9) LIABILITY - Liability for damaging trees, palm trees, shrubs, plants, groundcover and turf at Contractor's expense due to damage on their own negligence, inaction to fix a damage and/or failure to report any damage with photos via email within 24 hours to Inframark Managers and the Board of Supervisors of Shell Point. **Replacement of trees and turf to be done during rainy season especially in areas with no irrigation at Contractor's expense. All charges for removal of trees, palm trees, shrubs, plants, groundcover and turf and replacing of trees, palm trees, shrubs, plants, groundcover and turf at Contractor's expense including labor.** All new planting includes a 12 month warranty. Must inform via email Inframark Managers and the Board of Supervisors of Shell Point of any damage of trees, palm trees, shrubs, plants, groundcover, turf and pond erosion within 24 hours after discovery with photos. Failure to do so will result in liability for damage for any trees, palm trees, shrubs, plants, groundcover, turf and pond erosion

10) REPORTS:

- a) Any natural damages or damages caused by Contractor's staff must be reported within 24 hours of discovery. Send an immediate email to Inframark Managers and Board of Supervisors of Shell Point with photos of damage. Failure to do so will result in liability at Contractor's expense. **(See it, report it)**
- b) Monthly meetings – Contractor's Manager will attend in person monthly meetings to report health of current landscape, issues and damages encountered.

PART 2

FERTILIZATION

The Contractor shall fertilize the turf 6 times a year. **The cost is part of the monthly premium.** The Contractor must follow all provisions of the Hillsborough County Fertilizer Ordinance (Fertilizer Ordinance 24-197), as they may be amended from time to time, in addition to the Environmental Protection Commission (EPC) Rules 1-15. It is further recommended that those practices outlined in the Hillsborough County Fertilizer Rule be followed. Highlights of that rule are listed below.

NO PERSON SHALL APPLY FERTILIZERS CONTAINING NITROGEN AND/OR PHOSPHORUS TO TURF AND/OR LANDSCAPE PLANTS DURING A PERIOD FOR WHICH THE NATIONAL WEATHER SERVICE HAS ISSUED ANY OF THE FOLLOWING ADVISORIES FOR ANY PORTION OF HILLSBOROUGH COUNTY:

- 1) A SEVERE THUNDERSTORM WARNING or WATCH**
- 2) A FLOOD WARNING or WATCH**
- 3) TROPICAL STORM WARNING or WATCH**
- 4) HURRICANE WARNING or WATCH**
- 5) IF RAIN GREATER THAN OR EQUAL TO TWO INCHES IN A 24-HOUR PERIOD IS FORECASTED.**

All turf shall be fertilized according to the following IFAS Guidelines for a high maintenance level for central Florida turf: (per BMP guidelines and University of Florida IFAS Extension, Central Florida is determined by anything south of a line running east-west from coast to coast through Ocala and north of a line between Tampa & Vero Beach.)

All St. Augustine Sod:

February - A complete fertilizer based on soil tests + PreM

April - Nitrogen (soluble Nitrogen applied at 0.5 lbs. N/1000 SF)

May - SRN (Slow Release Nitrogen applied at 1.0 lbs. N/1000 SF)

July - Fe For foliar application, use ferrous sulfate (2 oz. /3-5 gal. H₂O/1,000 SF)

August - SRN (Slow Release Nitrogen applied at 1.0 lbs. N/1000 SF)

October - A complete fertilizer based on soil tests + PreM

All Bahia Sod:

March - A complete fertilizer based on soil tests + Pre M

April - Nitrogen (soluble Nitrogen applied at 0.5 lbs. N/1000 SF)

June - SRN (Slow Release Nitrogen applied at 1.0 lbs. N/1000 SF)

August - Apply Supplemental **Iron sulfate or chelated iron in liquid applications**

October – A complete fertilizer based on soil tests.

All Paspalum Sod:

March - A complete fertilizer based on soil tests + PreM

April - N (Soluble Nitrogen applied at .5 lbs. N/1000 SF)

May - SRN (Slow Release Nitrogen applied at 1.0 lbs. N/1000 SF)

July - A complete fertilizer based on soil tests

August - Fe (for foliar apps, use ferrous sulfate @ 2 oz. /3-5 gal H₂O/1000 SF).

If Fe is applied to an acidic soil, use 1 lb. of iron sulfate/1000 SF.

If soil is calcareous, use the container label recommended rate of an iron chelate.)

September - SRN (Slow Release Nitrogen applied at 1.0 lbs. N/1000 SF)

November - A complete fertilizer based on soil tests + PreM

The Contractor shall submit fertilizer labels to Inframark Managers for approval prior to application.

At times, environmental conditions may require additional applications of nutrients, augmenting the above fertilization programs to ensure that turf areas are kept uniformly GREEN, healthy and in top condition. It shall be the responsibility of the Contractor to determine specific needs and requirements. The Contractor must notify via email immediately Inframark Managers and the Board of Supervisor of Shell Point when these additional applications are needed. Actual photos of each site must be provided with the actual cost of fertilization and labor. The cost for these additional fertilizations must be presented before the Board of Supervisors of Shell Point for approval before commencing any work. **These additional fertilizations are not included in the monthly premium and will not be considered as an emergency situation.**

Fertilizers containing iron shall be removed from all hard surfaces to avoid staining before the sprinklers are activated after application of the fertilizer. Any stains caused by a failure to do so will be the responsibility of the Contractor to remove it at its own expense.

Soil test samples shall be taken twice a year by the Contractor to determine the presence of Phosphorus and whether changes in the fertilizer pH or formulations are required. Test results will be provided via email to Inframark Managers and the Board of Supervisors of Shell Point. Should changes be of merit, the Contractor shall notify via email Inframark Managers and the Board of Supervisors of Shell Point in writing prior to the implementation of such changes.

Fertilizer shall be applied in a uniform manner. If streaking of the turf occurs, correction will be required at no additional cost to Shell Point. Fertilizer shall be swept/blown off of all hard surfaces onto lawns or beds in order to avoid staining.

IT SHALL BE THE CONTRACTOR'S RESPONSIBILITY TO REMOVE ANY STAINS FROM ANY HARD SURFACES ON THE PROPERTY CAUSED BY ITS NEGLIGENCE OF FERTILIZER APPLICATION.

Fertilizer shall not be applied within ten (10) feet from the landward extent of any surface water.

Spreader deflector shields are required when applying fertilizer by use of any broadcast or rotary spreader. Deflector shields must be positioned such that fertilizer granules are deflected away from all impervious surfaces and surface waters.

SHRUB, TREE & GROUND COVER FERTILIZATION:

For purposes of bidding, All SHRUBS, GROUND COVERS and TREES shall be fertilized as follows:

- Four (4) Times a year on March, June, September, and November.
- Based on soil test results, use a complete fertilizer formula based on a rate of 4-6 lbs. N/1000 sq. ft./year. **A minimum 50% Nitrogen shall be in a slow-release form.**
- **The cost is part of the monthly premium.**

Fertilizer shall be applied by hand in a uniform manner, broadcast around the plants, but never in direct contact with stems or trunks. Fertilizer shall never be piled around plants. All fertilizer remaining on the leaves of the plants is to be brushed or blown off.

IT IS THE CONTRACTOR'S RESPONSIBILITY TO REPLACE ANY PLANT MATERIAL DAMAGED BY FERTILIZATION BURN DUE TO ITS NEGLIGENCE.

PALM FERTILIZATION:

All Palms shall receive 1 1/2 pounds of 8N-2P2O5-12K2O+4Mg with micronutrients per 100 SF of palm canopy four times per year on March, June, September, and November. One hundred percent (100%) of the N, K & Mg **MUST** be in slow release form. All micronutrients must be in water soluble form. Fertilizer shall be broadcast evenly under the dripline of the canopy but must be kept at least 6" from the palm trunk. **The cost is part of the monthly premium.**

Fertilization services are included in the price of this contract except for additional fertilization. It includes shrubs, trees, palm trees, groundcover, plants and turf. Contractor is also responsible for weed control as part of this contract. The Contractor shall pay for chemicals used in fertilization. Please list all chemicals that you will include in your fertilizer applications in **Exhibit E** of the bid form. Also include the cost of these chemicals as part of the fertilizer application.

Contractor must notify via email Inframark Managers and the Board of Supervisors of Shell Point five (5) working days in advance of the day the property is scheduled to be fertilized.

The Contractor shall provide in advance Inframark Managers with all fertilizer analysis tags from the fertilizer in order to verify correct formulation and quantity. Failure to provide fertilizer analysis tags will result in reduction of monthly premiums.

REPORTS:

- a) Any damages caused by Contractor's staff as a result of fertilizer applications must be reported within 24 hours of discovery. Send immediate email to Inframark Managers and Board of Supervisors of Shell Point with photos of damage. Failure to do so will result in liability at Contractor's expense. **(See it, report it)**

- b) Monthly meetings – Contractor’s Manager will attend in person monthly meetings to report health of current plants, soil test results, fertilization schedule dates and tags information, issues and damages encountered.

PART 3

PEST CONTROL

Insects and Disease in Turf - Any areas that require pest control (insects and disease in turf, trees, palm trees, plants and shrubs) services must be identified and reported immediately via email to Inframark Managers and the Board of Supervisors of Shell Point. Actual photos of site infestation or disease must be included in the email. Insect and disease control spraying on turf shall be provided by the Contractor every month with additional spot treatment as needed. **The cost is part of the monthly premium.**

The Contractor is responsible for the identification and eradication/control of disease and insect damage including but not limited to: scale, mites, fungus, chinch bugs, grubs, nematodes, fire ants, mole crickets, etc. The Contractor shall pay for insecticides, fungicides, inoculations, granules and baits. Please list all insecticides, fungicides, inoculations, granules and baits that you will include in your applications in **Exhibit E** of the bid form. Also include the cost of these insecticides, fungicides, inoculations, granules and baits as part of the Pest Control application. Any anticipated additional treatments shall also be included in the Pest Control portion of **Exhibit E**.

Insects and Disease Control for Trees, Palms and Plants - The Contractor is responsible for treatment of insects and diseases for all plants. The appropriate insecticide or fungicide will be applied in accordance with state and local regulations, and as weather and environmental conditions permit. The Contractor shall pay for chemicals. There are several afflictions that may be detrimental to the health of many trees and palms. The Contractor will be fully responsible in the treatment of such afflictions. This may include the quarterly inoculation of all palms susceptible to Lethal Yellowing and/or Texas Phoenix Palm Decline. The cost of these inoculations should be included as a separate line item in your Pest Control price. The Contractor is to identify those species of palms susceptible and supply a list of species and quantities with proposal. Each susceptible palm shall receive quarterly injections. Each injection site/valve can be used only twice. The third quarterly injection requires a new valve and injection site. The Contractor is asked to provide cost per injection (material & labor)

multiplied by quantity of susceptible palms multiplied by four inoculations per year in **Exhibit E** of the bid form. **The cost is part of the monthly premium.**

The Contractor is required to inspect all landscaped areas during each visit for indication of pest problems. Any problems must be reported to Inframark Managers and the Board of Supervisors of Shell Point via email with photos attached within 24 hours of discovery. When control is necessary, it is the responsibility of the Contractor to properly apply low toxicity and target-specific pesticide. If pesticides are necessary, they will be applied on a spot treatment basis when wind drift is a threat.

Careful inspection of the property on each visit is crucial to maintaining a successful program. It is the Contractor's full responsibility to ensure that the person inspecting the property is properly trained in recognizing the symptoms of both insect infestations and plant pathogen damage (funguses, bacteria, etc.). It is also the Contractor's responsibility to treat these conditions and inform Inframark Managers and the Board of Supervisors of Shell Point via email with photos attached within 24 hours of discovery.

It shall also be the Contractor's manager responsibility to furnish to Inframark Managers and the Board of Supervisors of Shell Point with a Pest Management Report, which he is to complete at every service as well as all certifications (including BMP Certifications) of all pesticide applicators in monthly meetings. The Contractor shall familiarize itself with all current regulations regarding the applications of pesticides and fertilizers.

If at any time Inframark Managers and the Board of Supervisors of Shell Point should become aware of any pest problems it will be the Contractor's responsibility to treat pest within five (5) working days of the date of notification at Contractor's expense.

FIRE ANT CONTROL

The Contractor is required to inspect property each visit for evidence of fire ant mounds and immediately treat upon evidence of active mounds. In small areas, control can be achieved by individual mound treatment. Active mounds in larger turf areas will require broadcast application of bait.

The Contractor is asked to provide the cost for the annual application of Top Choice in all designated parks and clubhouse finished landscaped and irrigated areas on the Maintenance Map **Exhibit B**. This is not to include lake banks behind the residential properties or between ponds and conservation areas. **Pest control shall be included in the contract amount.**

REPORTS:

- a) Any insect infestation, plant diseases or damages caused by Contractor's staff as result of pest control applications must be reported within 24 hours of discovery. Send immediate email to Inframark Managers and Board of Supervisors of Shell Point with photos of damage. Failure to do so will result in liability at Contractor's expense. (**See it, report it**)
- b) Monthly meetings – Contractor's Manager will attend in person monthly meetings to report health of current plants, pest control schedule dates, issues and damages encountered.

PART 4

IRRIGATION

IRRIGATION SYSTEM MONITORING AND MAINTENANCE

Irrigation System. The Contractor shall inspect and test the irrigation system components one (1) time per month. **The cost is part of the monthly premium.** Areas shall include all the existing irrigation systems.

A. Irrigation Controllers

1. Semi-automatic start of the automatic irrigation controller
2. Check for proper operation
3. Program necessary timing changes based on site conditions
4. Lubricate and adjust mechanical components
5. Test back up programming support devices

B. Water Sources

1. Visual inspection of water source
2. Clean above ground strainers and filters

3. Test each pump at design capacities weekly; inform via email Inframark Managers and Board of Supervisors of Shell Point Manager of any problems immediately.

Contractor shall also confirm weekly that all backflow preventers are on and operating properly.

4. Test automatic protection devices

C. Irrigation Systems

1. Manual test and inspection of each irrigation zone
2. Clean and raise heads as necessary
3. Adjust arc pattern and distance for required coverage areas
4. Clean out irrigation valve boxes

D. Report

1. Irrigation operation time
2. Irrigation start time
3. Maintenance items performed
4. General comment and recommendations

The above list is for routine maintenance and adjustment of the existing irrigation system components and included as part of the monthly premiums. Maintenance, testing and repairing of the sprinkler's spray head and its components are included as part of the monthly premiums.

Locating and repairing or replacing automatic valves or control wires and irrigation controller or pump repairs as well as other larger scale repairs are to be considered additional items. Contractor shall provide a list of additional charges and pricing for such items other than routine maintenance as a separate cost on **Exhibit E** of this bid. This is not part of the Total Annual Price of the Contract.

Any underground water lines damage or leaks are an emergency and must be reported via email to Inframark Managers and the Board of Supervisors of Shell Point immediately along with the cost for repairs and photos. Pending Board of Supervisors of Shell Point approval, repair can begin using the \$5,000 emergency fund. Any cost beyond \$5,000 must be approved by the Board of Supervisors in an emergency meeting with Inframark managers. In emergency situations, meetings are

held without any pay at Shell Point expense. Emergency fund cannot be combined with other emergency funds.

Routine irrigation maintenance is to be completed monthly. Each zone is to be turned on and operated for as long as necessary to verify proper operation. Each head, seal, nozzle and strainer is to be inspected for adjustment and shall be aligned, packed, cleaned and repaired as necessary. Shrubs, groundcovers and turf around sprinkler heads shall be trimmed to maintain maximum clearance at all times for the greatest coverage. **The cost is part of the monthly premium.**

All below ground repairs including valves, pumps and wiring require an estimate for all such repairs. Upon written approval from the Board of Supervisors of Shell Point, Contractor shall proceed. In the event of an emergency, Contractor shall immediately make a diligent effort to contact via email Inframark Managers and the Board of Supervisors of Shell Point, with the approximate cost or estimate of repairs and photos of damage. Pending Board of Supervisors of Shell Point approval, repair can begin using the \$5,000 emergency fund. Any cost beyond \$5,000 must be approved by the Board of Supervisors in an emergency meeting with Inframark managers. In emergency situations, meetings are held without any pay at Shell Point expense. Emergency funds cannot be combined with other emergency funds.

Upon being awarded the contract, Contractor shall have a period of thirty (30) days from date of commencement to perform a thorough audit of the entire irrigation system listing items that need repair/replacement in order for the system to operate properly. A separate audit may be provided by the Contractor listing those items that would improve the irrigation system. Any action taken regarding the Irrigation Audit will be at the Board of Supervisors' discretion.

After the thirty (30) day period has expired and for the duration of the contract, Contractor shall assume responsibility for any and all unreported maintenance deficiencies, including parts and labor, to include sprinkler heads, nozzles, drip, main and delivery lines and any associated fittings. Said repairs shall be performed immediately at the Contractor's expense.

The Board of Supervisors of Shell Point and Inframark Managers shall be notified via email what day and time of the week the irrigation tech will be available servicing the community. The Contractor will keep detailed irrigations reports consisting of run times and correct operation of system. A copy of this

report will be maintained by the Contractor. A copy will also be sent via email to the Board of Supervisors of Shell Point and Inframark Managers, along with the weekly report.

At no time shall the Contractor leave the property knowing of the need for a repair and not reporting it. Failure to report will result in repairs being done at Contractor's expense.

Watering schedules shall meet all government regulations, and zone times will be adjusted depending on job conditions, climactic conditions and all watering restrictions of Hillsborough County or any other governmental agencies. It is the responsibility of the Contractor to ensure the turf and plant material remains healthy. If the Contractor finds that the irrigation system cannot adequately cover the the landscape in the allotted time, it will be the Contractor's responsibility to bring this to the attention of the Board of Supervisors of Shell Point and Inframark Managers immediately along with a remediation solution. The Contractor must apply for a variance. **Violations and/or fines imposed by any local or state agency will be deducted from the Contractor's monthly payment.**

Emergency service shall be available after normal working hours and an emergency telephone/pager number will be provided via email to Inframark Managers and the Board of Supervisors of Shell Point.

Freeze Protection. The Contractor shall describe ability and cost per man per hour to provide freeze protection for both landscape material and pumps/wells. This is not included in the monthly premiums. An estimate must be submitted to the Board of Supervisors of Shell Point and Inframark Managers for approval.

REPORTS:

- a) Any deficiencies or problems with water sources, irrigation systems and controllers must be reported within 24 hours of discovery. Send an immediate email to Inframark Managers and Board of Supervisors of Shell Point with photos of damage. Failure to do so will result in liability at Contractor's expense. (**See it, report it**)
- b) Monthly meetings – Contractor's Manager will attend in person monthly meetings to report audits, recommendations, schedules dates of irrigation system test, deficiencies, issues and damages encountered with the irrigation system.

PART 5
INSTALLATION OF MULCH

Any areas that require mulch must be identified and reported immediately with photos to Inframark Managers and the board of supervisors via email. **All mulching services require an estimate and are not included in the monthly premiums.** After written approval by the Supervisory Board, Contractor shall top dress all currently landscaped areas as shown on the Maintenance Map (landscaped beds, tree rings, parks, etc.) **Exhibit B** with Nonfloating grade Cypress Mulch. In doing so, Contractor shall ensure that all mulched areas are brought to a minimum depth of three (3) inches after compaction. Contractor is responsible for all necessary clean up related to this procedure.

Contractor agrees to provide reasonably neat and defined lines along edges of all mulched areas. This is done to facilitate mechanical edging of these areas. Additionally, Contractor shall properly trench all bedlines adjacent to concrete surfaces. Trenches shall be 3” deep and beveled. Mulched beds on slopes adjacent to turf shall also be trenched to a depth of 3” and beveled to reduce mulch washout.

Mulch shall not be piled around tree trunks or bases of plants. **Any mulch “volcanoes” around tree trunks shall be corrected immediately at no additional cost to Shell Point.** Contractor agrees to ensure that mulch caught in plant material will be shaken or blown from plants, so that upon completion there is no plant material left covered with mulch.

If, after installation is complete and it is determined that additional mulch (Nonfloating Cypress) is required to attain the required 3” depth, sufficient mulch shall be supplied by Contractor at no additional cost to Shell Point.

REPORTS:

- a) Any deficiencies must be reported within 24 hours of discovery. Send immediate email to Inframark Managers and Board of Supervisors of Shell Point with photos of damage. Failure to do so will result in liability at Contractor’s expense. **(See it, report it)**
- b) Monthly meetings – Contractor’s Manager will attend in person monthly meetings to report recommendations, schedules dates for mulching services, and areas needing mulch.

This item will not be included in the contract amount and shall be invoiced separately the month after service is rendered. Contractor shall provide a price per cubic yard, estimated quantities to

be installed per top dressing (based on his own field measurements) and actual photos of landscape needing mulch with their estimate.

The Board of Supervisors of Shell Point reserves the right to subcontract out any and all mulching events.

PART 6

HURRICANE DAMAGES

This item will not be included in the contract amount (Total Annual Price, Exhibit C) and shall be invoiced separately the month after service is rendered. A hurricane services letter and **Exhibit H** must be sent annually no later than March 30th of every year detailing the actual cost of personnel, equipment and other costs for emergency clean up for approval to the Board of Supervisors and Inframark Managers.

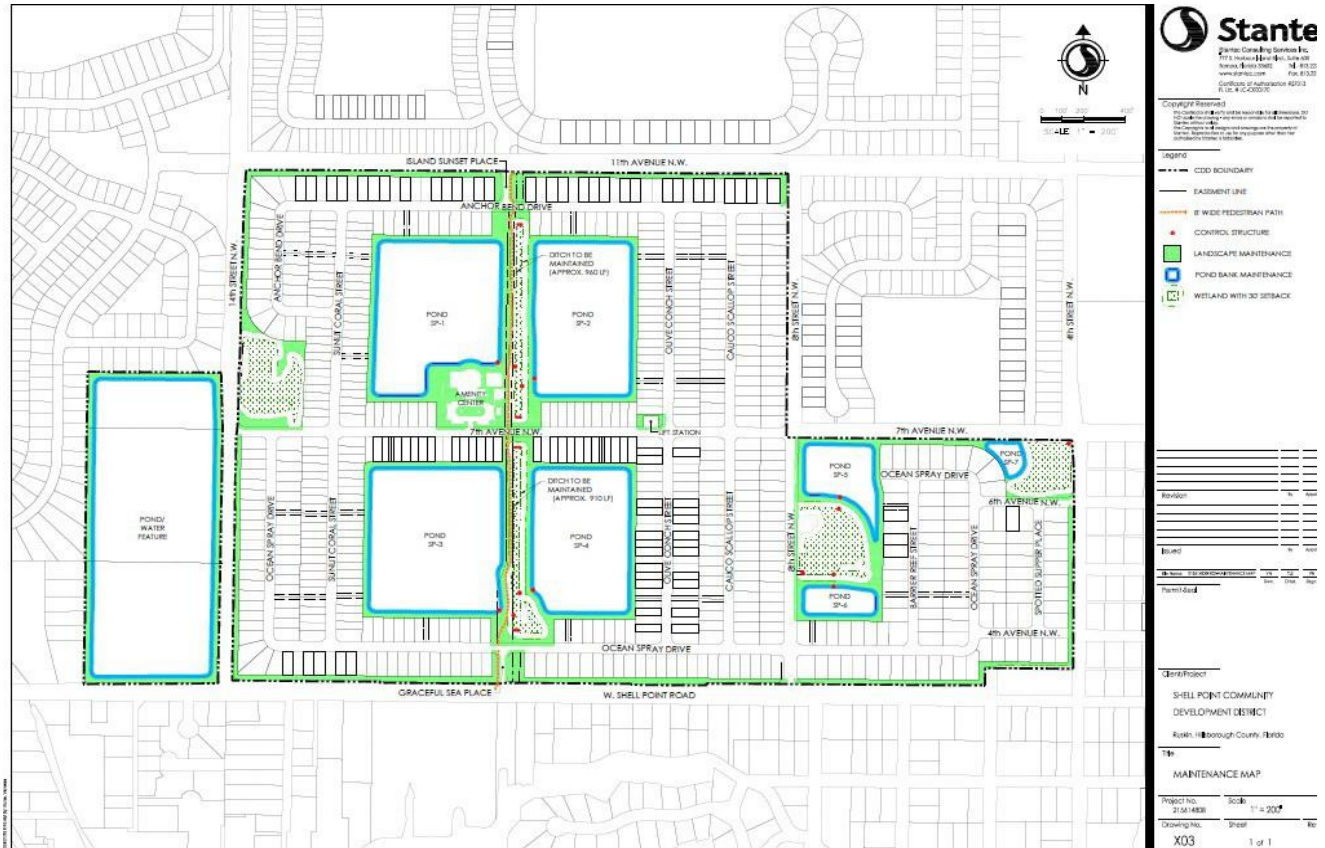
In the event of a hurricane, after conditions are safe, a twenty-four (24) hour report to include damage to ponds, trees, shrubs, plants, turf, mulch and fences in Shell Point must be reported to the Board of Supervisors of Shell Point and Inframark Managers via email. Photos of actual damage must be included in the report. Use **Exhibit H** as apart of the report. Fallen and damaged trees that are unsafe are authorized to be removed and work on immediately using the \$ 5,000 emergency health and safety fund only. This emergency health and safety fund cannot be combine with other emergency funds.

Survival of the trees is imperative. Liability for dead trees due to inaction or negligence by the Contractor applies and the Contractor will be solely responsible for labor, trees, and palm trees replacement. Replacement of trees, shrubs, plants, groundcover, palm trees and turf will be done during the rainy season, especially in areas without irrigation. A 12 month warranty is included in salvaging and replacing trees.

Any damage to turf, pond erosion and removal of debris work must be submitted to the Board of Supervisors of Shell Point for approval. Emergency meetings with the Board of Supervisors of Shell Point and Inframark Managers can be scheduled at last minute for hurricanes aftermath decisions. In emergency situations, meetings are held without any pay at Shell Point expense.

EXHIBIT B

LANDSCAPE MAINTENANCE MAP



Official Proposal Form for Solicitation of Proposals for Landscape and Irrigation Maintenance Services

Name of Proposer: _____

In accordance with the solicitation of proposals issued by the (**Shell Point**) Community Development District the undersigned proposes to provide all work necessary to perform the scope of services as described in the Solicitation for Proposals for Landscape and Irrigation Maintenance Services.

Proposer submits that it can perform the work described above summarized as follows and as more specifically described in Proposer's proposal:

1. Turf: mowing, trimming, fertilization, pest control, edging, weeding, labor	\$ _____
2. Shrub & Trees: pruning, fertilization, pest control, weeding, labor	\$ _____
3. Palm Trees: pruning, fertilization/inoculations, pest control, weeding, labor	\$ _____
4. Cleaning: blowing/collecting clippings, debris, trash, dirt, weeds on paved areas/sidewalks, labor	\$ _____
5. Irrigation: system inspection & testing, sprinkler heads alignment & repair, labor	\$ _____
6. Additional Services outside the scope of work:	\$ _____
7. Other Expenses:	\$ _____
Total Yearly Cost for the first year of the above items	\$ _____
This is the Total Annual Price of the contract for Services.	

8. Annuals Maintenance/Installation	\$ _____
9. Mulching for Tree and Shrub/Groundcover Bed Areas	\$ _____

Estimate of total cubic yards proposed to service the property: _____

Cost of Mulch Per Cubic Yard \$ _____

10. Irrigation Hourly Rate for items not included in the Scope of Services:	\$ _____
11. Hurricane/Emergency Clean up Services	\$ _____

Proposer, thoroughly reviewed all components of the Solicitation for Landscape and Irrigation Maintenance Proposals and has a thorough understanding of the work required, the site and conditions where the work is to be performed, local labor conditions and all laws, regulations and other factors affecting performance of the work, having knowledge of the expense and difficulties attending performance of the work, and having fully inspected the site in all particulars, hereby proposes and agrees, if Proposer's proposal is accepted, to enter into the proposed Agreement with the District.

Name of Authorized Signatory of Proposer: _____

Title of Authorized Signatory of Proposer: _____

Signature of Authorized Signatory of Proposer: _____

EXHIBIT D

Affidavit for Anti-Human Trafficking

Section 787.06(13), Florida Statutes

THIS FORM MUST BE SIGNED IN THE PRESENCE OF A NOTARY PUBLIC OR OTHER OFFICIAL AUTHORIZED TO ADMINISTER OATHS.

Before me the undersigned authority personally appeared _____, who being duly sworn, deposes and says (the “**Affiant**”):

1. Affiant is over 18 years of age and has personal knowledge of the facts and certifications set forth herein.
2. Affiant is the _____ (Title) of _____ (the “**Company**”) and as such is authorized to make this Affidavit for and on behalf of the Company, its directors and officers.
3. Company does not use coercion for labor or services as defined in Section 787.06, Florida Statutes.
4. Company intends to execute, renew, or extend a contract between Company and the Shell Point Community Development District (“**CDD**”).
5. This declaration is made pursuant to section 92.525(1)(c), Florida Statutes. I understand that making a false statement in this declaration may subject me to criminal penalties.

I state that I and the Company understand and acknowledge that the above representations are material and important, and will be relied on by the above referenced CDD to which this affidavit is submitted. I and the Company understand that any misstatement in this affidavit is, and shall be treated as, fraudulent concealment from the CDD of the true facts.

Under penalties of perjury, I declare that I have read the foregoing Affidavit for Anti-Human Trafficking and that the facts stated in it are true.

Signature of Affiant

Sworn before me on _____, 2025

Notary Public Signature

Notary Stamp

EXHIBIT E

ITEMIZE LIST OF MATERIALS AND COSTS (Must be included in the Total Annual Price.):

1. A list of cost for:

- Each type of: Tree, shrub, plant, palm tree, groundcover and turf/sod present in Shell Point
- Floating grade cypress mulch
- Fertilizers and weed control chemicals to be used
- Insecticides, fungicides, palm trees inoculations and ant baits
- Irrigation: automatic valves, control wires, controller, pumps, sprinkler heads and their components, etc
- Pond erosion repairs

2. The costs of labor per hour for:

- Planting and removing trees, palm trees, shrubs, groundcover and plants
- Laying and Removing sod and mulch
- Adding Fertilizers and weed control
- Pest control
- Irrigation repairs
- Pond Erosion Repairs

3. Specify Additional Services not included in the scope of work and their costs:

4. Other Expenses:

EXHIBIT F

COST BREAKOUT FOR GENERAL LANDSCAPE MAINTENANCE

(Must be included in the Total Annual Price.)

General Landscape Maintenance

Mowing, hard edging, blowing off hard surfaces: \$ _____ / event

Pond bank mowing, including line-trimming to water's edge: \$ _____ / event

Bed detailing, including weeding, soft edging, shrub
pruning, delineation and dead-wooding, dead-heading of annuals,
trash and landscape litter removal: \$ _____ / event

Tree Lifting: \$ _____ / event

Palm Pruning, including seed pods, old flower stalks,
and inflorescence, vines & volunteers: \$ _____ / event

EXHIBIT G
LANDSCAPE AND IRRIGATION MAINTENANCE
RATES FOR ADDITIONAL SERVICES
(Must be included in the Total Annual Price.)

Please provide rates for the following items (including overhead and profit) which will be used for any additional work and/or services:

A.	Mowers w/operator	\$ _____	Hour
B.	Bush-Hog w/operator	\$ _____	Hour
C.	Tractor w/operator	\$ _____	Hour
D.	Supervisor with Transportation	\$ _____	Hour
E.	Laborer with hand equipment	\$ _____	Hour
F.	Truck w/driver	\$ _____	Hour
G.	Irrigation Tech	\$ _____	Hour
H.	Granular Pesticide Applicator		
	Person with Drop Spreader	\$ _____	Hour
I.	Liquid Pesticide Applicator		
	Person with Spray Truck	\$ _____	Hour
J.	Granular Fertilizer Applicator		
	Person with Drop Applicator	\$ _____	Hour
K.	Liquid Fertilizer Applicator		
	Person with Spray Truck	\$ _____	Hour
L.	Granular Weed Control Applicator		
	Person with Drop Applicator	\$ _____	Hour
M.	Liquid Weed Control Applicator		
	Person with Spray Truck	\$ _____	Hour
N.	Laborer for Additional Trash Pick-Up	\$ _____	Hour
O.	Lump Sum Mowing (¹), entire community	\$ _____	Per Mow

¹ Mowing shall include mowing, edging, weed eating, weeding of beds, weeding of lawns and blowing and/or vacuuming.

EXHIBIT H
HURRICANE/EMERGENCY CLEAN-UP SERVICES
(**DO NOT** include in the Total Annual Price.)

In the event of a declared emergency or disaster, the following services shall be provided on a time and materials basis, at the rates (which include all costs including but not limited to overhead and profit) set forth below:

A. Debris removal personnel unit costs:

_____	\$ _____ per Hour
_____	\$ _____ per Hour
_____	\$ _____ per Hour

B. Debris removal equipment unit costs:

_____	\$ _____ per Hour
_____	\$ _____ per Hour
_____	\$ _____ per Hour

C. Other emergency/disaster related unit costs:

_____	\$ _____ per Hour
_____	\$ _____ per Hour
_____	\$ _____ per Hour

Costs for equipment and personnel are only payable for when the equipment and personnel are operating. No stand-by time is eligible for payment. Disaster recovery assistance services shall not exceed 70 hours for each declared emergency or disaster. Contractor shall maintain and supply District all necessary and adequate documentation on all emergency/disaster-related services to support reimbursement by other local, state, or federal agencies. The District reserves the right to contract with an outside vendor for any or all emergency clean-up services.