

***Sampson Creek***  
*Community Development District*

*February 16, 2023*



## *AGENDA*

# **Sampson Creek Community Development District**

475 West Town Place

Suite 114

St. Augustine, Florida 32092

***District Website: [www.stjohnsgcc.org](http://www.stjohnsgcc.org)***

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February 9, 2023

Board of Supervisors  
Sampson Creek Community Development District

Dear Board Members:

The Sampson Creek Community Development District Meeting is scheduled for **Thursday, February 16, 2023 at 6:00 p.m. at the St. Johns Golf & Country Club Meeting Room, 219 St. Johns Golf Drive, St. Augustine, Florida 32092.**

Following is the advance agenda for the meeting:

- I. Roll Call
- II. Public Comment *(regarding agenda items listed below)*
- III. Landscape Report
- IV. Discussion of FPL Easement Request
- V. Discussion of Fountain Replacement
- VI. Update Regarding Withholding of Duval Landscape Payment
- VII. Consideration of Lifeguard Proposals
- VIII. Review of Website Services Proposal
- IX. Discussion of Speed Radar Sign
- X. Consideration of Proposals for Slide Tower Repairs
- XI. Consideration of Proposals for Storm Drain Cleaning
- XII. Consideration of Proposals for Tennis Fence Repair

- XIII. Staff Reports
  - A. Attorney
  - B. Engineer – 1021 Meadow View Lane
  - C. Manager
  - D. Amenities & Recreation Manager
  - E. Operations Manager
    - 1. Report
    - 2. Lake Doctors Report
- XIV. Supervisors' Request
- XV. Public Comments
- XVI. Approval of Consent Agenda
  - A. Approval of Minutes of the January 19, 2023 Meeting
  - B. Balance Sheet as of January 31, 2023 and Statement of Revenues & Expenditures for the Period Ending January 31, 2023
  - C. Check Register
- XVII. Next Scheduled Meeting – March 16, 2023 @ 6:00 p.m. @ St. Johns Golf & Country Club Meeting Room
- XVIII. Adjournment

### *THIRD ORDER OF BUSINESS*



2/10/2023

Dear Daniel,

We began our partnership at Governmental Management Services\_Sampson Creek CDD with a promise to you that we would provide a high quality landscape and excellent service.

BrightView's Quality Site Assessments are a way to ensure we keep that promise.

When it comes to quality, you shouldn't have to compromise. Whether it's the appearance of your landscape, or your experience, you can (and should) expect consistent excellence.

That's why we conduct regular Quality Site Assessments, so we can ensure we're living up to the standard that matters most: yours.

Quality Site Assessments are an important opportunity to check-in, evaluate the progress of your landscape, and make any necessary adjustments. Here's how our Quality Site Assessments make a difference:

- Sets clear expectations for landscape quality
- Provides a forum for feedback
- Ensures you're always in the loop
- Identifies opportunities in a timely fashion
- Helps us stay aligned & strengthens our partnership
- Ensures a landscape that enables your success

At BrightView, we don't like to merely meet you in the middle. We strive to meet and exceed your expectations. So, go ahead — set the bar high. You can count on us to meet you there.

Sincerely,

Daniel



# Quality Site Assessment

Prepared for: **Governmental Management Services\_Sampson Creek CDD**

## General Information

**DATE:** Friday, Feb 10, 2023

**NEXT QSA DATE:** Tuesday, May 09, 2023

**CLIENT ATTENDEES:**

**BRIGHTVIEW ATTENDEES:** Daniel Bauman

## Customer Focus Areas

### Quality you can count on.

**7** Seven Standards of Excellence



Site Cleanliness



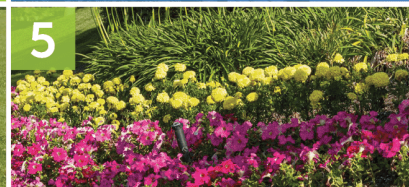
Weed Free



Green Turf



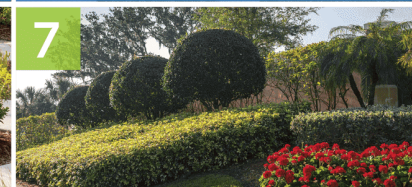
Crisp Edges



Spectacular Flowers



Uniformly Mulched Beds



Neatly Pruned Trees & Shrubs



# QUALITY SITE ASSESSMENT

Governmental Management Services\_Sampson Creek CDD



## Notes to Owner / Client



**1** Crew has lowered the Blue Daze that runs the perimeter of the flower bed.

**2** Flowers have bounced back from the freeze. These type of flower will continue to do well as long as we have cool and sunny days.

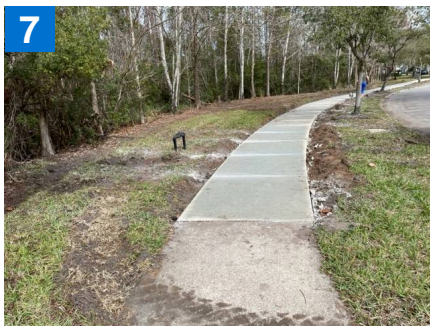
**3** We have a few areas left of the ornamental grass cutbacks.

**4** The team has removed loads of Oak leaves from around the amenity center and will continue to do so until Oaks finished dropping their leaves.

# QUALITY SITE ASSESSMENT

Governmental Management Services\_Sampson Creek CDD

## Notes to Owner / Client



**5** We will scheduled the crew to remove the dead Podocarpus hedge.

**6** We recommend not spraying the buffer zone that's between the soccer field and homes with herbicide to keep weed free. Otherwise, do the opposite and let the area grow the (Common Bermuda) that's native and drought tolerate to take over.

**7** New side walks have been installed recently. Do you want Brightview to propose repairing the sod or is that going to be the contractor.



## Proposal for Extra Work at Sampson Creek CDD

Property Name	Sampson Creek CDD	Contact	Marc Rousseau
Property Address	219 St Johns Golf Dr St Augustine, FL 32092	To	Sampson Creek CDD
		Billing Address	475 West Town PI Ste 114 St. Augustine, FL 32095
Project Name	Samson Creek -Cleanup bulkhead Foxtail ct 2121		
Project Description	Proposal to remove a majority of vegetations growth that's covering the bulkhead		

### Scope of Work

QTY	UoM/Size	Material/Description
1.00	LUMP SUM	Remove vines and undesirable vegetations from bulkhead behind address above.
We will need put a small boat in the water to be able to remove debris.		

### Images

Pic 1



For internal use only

SO# 8030021  
JOB# 346100574  
Service Line 130

**Total Price** \$2,040.00

### THIS IS NOT AN INVOICE

This proposal is valid for thirty (30) days unless otherwise approved by Contractor's Senior Vice President  
11530 Davis Creek Court, Jacksonville, FL 32256 ph. (904) 292-0716 fax (904) 292-1014

## 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

Signature	Title	<b>P.M</b>
<b>Marc Rousseau</b>	Date	<b>February 01, 2023</b>
Printed Name		

**BrightView Landscape Services, Inc. "Contractor"**  
**Specialist, Production**

Signature	Title
<b>Daniel Bauman</b>	<b>February 01, 2023</b>
Printed Name	Date

**Job #:** 346100574  
**SO #:** 8030021 **Proposed Price:** \$2,040.00

*FIFTH ORDER OF BUSINESS*

# New Pond Fountain Proposals



Company	Cost
Aquagenix	\$13,935.00
SOLitude 5 HP w/ Light Kit	\$15,554.00
SOLitude 7.5 HP w/ Light Kit	\$32,698.00
SOLitude 5 HP no Light Kit	\$12,424.00
SOLitude 7.5 HP no Light Kit	\$27,860.00
Lake Doctors	\$9,992.89



# J SERIES FOUNTAINS

Kasco J Series Fountains offer aesthetically pleasing displays at the best value on the market. Designed with beauty and function in mind, each package includes 5 twist-and-lock nozzles - at no extra charge - allowing you to choose from attention demanding geysers to elegant 3-tier displays.

- Available as 3/4, 1, 2, 3, 5 and 7-1/2HP
- 120V and 208-240V, single and three phase options
- Includes unit, float, bottom screen, mooring ropes, power cord, nozzles and GFCI-protected control panel
- Complete packages are ETL Listed to UL & CSA Standards

UNIT DETAILS				STANDARD PATTERN DIMENSIONS (HxW) (FT.)							
HP	MODEL	VOLT*	MIN. DEPTH (IN.)	WILLOW	SEQUOIA	CYPRESS	LINDEN	BIRCH	BALSAM	SPRUCE	REDWOOD
3/4	3400JF	120	17-1/2	6.5 x 21	13 x 8	7 x 17	9 x 29	7 x 5	-	-	-
	3400HJF	208-240									
1	4400JF	120	19	9 x 31	18 x 11	9 x 28	12 x 31	11 x 8	-	-	-
	4400HJF	208-240									
2	8400JF	208-240	20	-	-	-	15.5 x 38	11 x 10	14 x 32	21 x 10	22 x 6
	2.3JF	208-240									
3	3.1JF	208-240	24	-	-	-	20.5 x 38	16 x 12	19 x 34	26 x 12	27 x 6
	3.3JF	208-240									
5	5.1JF	208-240	26	-	-	-	24.5 x 46	24 x 14	18 x 34	31 x 12	32 x 6
	5.3JF	208-240									
7-1/2	7.3JF	208-240	28	-	-	-	26 x 46	26 X 16	21 x 36	34 x 12	36 x 8

**5** PATTERNS  
INCLUDED

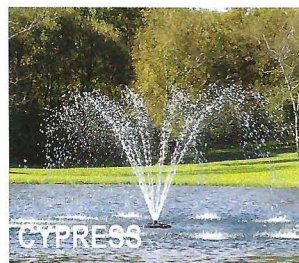
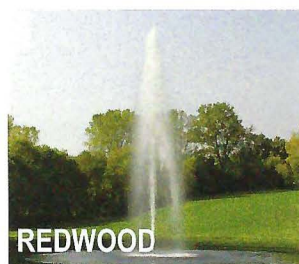


OPTIONAL  
LIGHTING PACKAGES



**WARRANTY**

3/4 & 1HP - 2 years  
2HP - 3 years (optional 5 year warranty available)  
3, 5 & 7-1/2HP - 5 years





# Aquagenix

A DCS Company

Welcome to the DeAngelo Contract Services Family. Let's take an opportunity to tell you about DCS and what we offer. The programs DCS has designed for your waterways has one goal: To promote an environmentally balanced aquatic ecosystem, using cost effective methods that results in well maintain water quality, clarity, and provides our customers with an environmental and recreational asset.

#### **Benefits of DCS Programs are:**

- \* Management of aquatic littoral and other native planting and sanctuary areas, which aids in the management of nutrient loading of the water body and creates native areas for wildlife.
- \* Management of algae and undesirable water weeds along the shoreline, floating on the surface or submersed under the water.
- \* Management of border grass and weeds from the toe of the bank to the water's edge
- \* Water analysis for Dissolved Oxygen (DO), pH and Temperature when we treat
- \* Post Treatment Reports providing details of work we performed.

#### **Additional service available from DCS:**

- \* Wetland planting, restoration, and maintenance
- \* Installation of Decorative Fountains and Aeration Systems
- \* Servicing Fountain and Aeration Systems
- \* Blue Dye / Water Clarity Treatment
- \* Turbidity Curtains and Weed Barriers
- \* Waterway and Wetland Consulting
- \* The creation of littoral and other native planting and sanctuary areas.
- \* Permit processing for stocking of Triploid Grass Carp
- \* Stocking of Game fish and Triploid Grass Carp
- \* Comprehensive water testing

#### **Advantages of doing business with DCS:**

- \* Ten million dollars of insurance coverage, with pollution coverage, to protect you and your organization.
- \* Quick response to customer calls.
- \* Boats, skiffs, and four-wheel drive maintenance vehicles with appropriate systems to complete the job.
- \* Where required, monthly management service reports for use in meetings and submission to government agencies.
- \* Educational presentations to interested groups.
- \* Our field crews are in uniforms with our company name embroidered identification.
- \* Our trucks, boats and spray vehicles are clearly identified with our name, seal, and telephone numbers.

The following is an agreement covering the services DCS will complete for the various bodies of water on your property, a copy of all necessary documents as required and an information sheet detailing your waterways DCS will be treating. If, at any time, you are not fully satisfied with our service there is a cancellation clause included in the agreement.

Please sign the below agreement and return this to our office for immediate scheduling of service. We look forward to the opportunity of serving you. Respectfully yours, The team at DCS.





**Aquagenix**  
A DCS Company

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## **DeAngelo Contracting Services SPECIAL SERVICES AGREEMENT**

This agreement, dated 1/31/2023, is made between DeAngelo Contracting Services and Sampson Creek CDD as described as follows:

**Sampson Creek CDD**  
205 St. Johns Golf Drive  
Jacksonville, FL 32256  
Contact: Marc Rousseau mrousseau@rmsnf.com

Both Sampson Creek CDD and DCS agree to the following:

### **SCOPE OF WORK – 5 HP Kasco Fountain with 400' Cable**

This proposal is for the supply, delivery, and installation of one 5HP Single phase Kasco fountain. This includes fountain with float, control panel, 400' cable for fountain, and 5 spray nozzles for a total of 5 spray patterns. Premium nozzles are available for purchase. Fountain comes with a 5-year manufacturer's warranty.

Customer is responsible for providing safe and reliable 240V power to junction box located at water's edge. If new cable is required from junction box to location of fountain box a separate work order will be required. This proposal is based on using existing conduit. If new conduit is needed a new proposal will be required.

This proposal includes removal of old fountain.

**Special Service Agreement:** Sampson Creek CDD agrees to pay DeAngelo Contracting Services the following amount for the one-time special service project as described:

### **Revenue needed to complete the scope of work:**

<b>Fountain:</b>	<b>\$ 12,885.00</b>
<b>Freight:</b>	<b>\$ 300.00</b>
<b>Delivery and Installation</b>	<b>\$ 750.00</b>
 <b>TOTAL:</b>	 <b>\$ 13,935.00</b>



# Aquagenix

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## CONTRACT TERMS

The term of this Agreement shall be continuous without interruption until the project is completed or this Agreement is terminated as provided for below. Contract addendum(s) may alter or change these terms and conditions.

**1. Safety:**

DeAngelo Contracting Services agrees to furnish for use in inspecting and treating agreed to bodies of water all appropriate equipment and products, which in its sole discretion will provide safe and effective results for the specific site(s) following Florida law, rules, regulations and BMP -Best Management Practices for aquatics.

**2. Insurance:**

DeAngelo Contracting Services agrees to maintain the following insurance coverage: Worker's Compensation, General Liability, Automobile Liability, Property and Casualty, Excess Liability and Business Interruption Coverage. Upon written request, CUSTOMER may be listed as an "Additional Insured" at no extra charge. A Certificate of Insurance will be provided at the CUSTOMER's request.

**3. Address Change:**

If DeAngelo Contracting Services or CUSTOMER undergoes a change in address, notification to the other party shall be made by email, or first-class mail. Written instructions including the new address and telephone number will be enclosed in the notification.

**4. Management Change:**

If the CUSTOMER undergoes a change of management or personnel in governing and administering of the CUSTOMER, this Agreement will remain in place unless and until terminated in accordance with Paragraph 11. It is the responsibility of the CUSTOMER to notify DeAngelo Contracting Services of any management or personnel change by email or first-class mail. Customer is responsible for all invoices and past due amounts plus interest shall any invoice become past due because of said management changes.

**5. Schedule of Payment and Penalties for past due invoices:**

CUSTOMER will be invoiced upon completion of the special service agreement and agrees to pay DeAngelo Contracting Services within thirty (30) days after date of invoice at the DCS home office at 527 South Church St, Hazleton, PA, 18201. Failure to pay the invoiced amount when due shall constitute a default under this Agreement and will result in customer becoming responsible for all charges that are necessary to collect the full amount of the invoice plus said necessary collection charges.

**6. Default:**

If CUSTOMER defaults on any provision of this Agreement, CUSTOMER hereby agrees that DeAngelo Contracting Services may, at its sole discretion, seek any or all the following remedies:

- a. Termination of this Agreement. In this event, CUSTOMER agrees to make immediate payment of the total contract amount through the end of its term (less previously paid payments) as liquidated and agreed upon damage.
- b. Filing of a mechanics lien on property for all monies due plus interest, DeAngelo Contracting Services costs and attorney's fees incurred by DeAngelo Contracting Services.

**7. Termination Procedure:**

This Agreement may be terminated by either party with thirty (30) days written notice. Notification must be sent by certified mail, return receipt requested, to DeAngelo Contracting Services, 527 South Church St, Hazleton, PA 18201. "Date of Termination" will be defined as: one (1) month after the last day of the month in which "Notice of Cancellation" was received by DeAngelo Contracting Services in accordance with paragraph 10

- a. If your account is not settled in full at the same time as your cancellation letter is received, DCS will continue to bill you until the contract expires. Settlement in full includes payment for one month's service after the end of the month in which the cancellation letter is received by DCS.
- b. Payment in full shall be defined as payment to DCS through the effective "Date of Termination" as determined by the procedure





# Aquagenix

A DCS Company

outlined above in section 10 of this contract.

## 8. OTHER ITEMS:

- a. Work or other expenses related to request(s) by CUSTOMER for services that are not specified in this contract will require a signed Special Service Agreement (SSA) detailing the requested additional services and associated costs before work may begin. This SSA will be invoiced separately upon completion of the work detailed in the SSA.
- b. DeAngelo Contracting Services reserves the right, under special circumstances, to initiate surcharges relating to extraordinary price increases of any products.
- c. Customer agrees to notify and locate for company any private in ground utilities or structures. If customer does not notify and locate for company private in ground utilities or structures, company is not responsible for damages to said utilities or structures. Company will have public in ground utilities located through 811.
- d. DeAngelo Contracting Services will make every attempt to protect all work areas from excess damage and wear and tear. Minor cosmetic damage may occur that given time will return to pre work condition.

## 9. Contract Documents:

This Agreement constitutes the entire Agreement of DeAngelo Contracting Services and the CUSTOMER. If any portion of this Agreement shall be held invalid or unenforceable, the remaining portions of this Agreement shall be binding upon both parties. No oral or written modification of the terms contained herein shall be valid unless made in writing and accepted by an authorized agent of both DeAngelo Contracting Services and CUSTOMER.

Julie Clements  
DeAngelo Contracting Services

Julie Clements  
PRINT NAME

1/31/2023  
DATE

\_\_\_\_\_  
CUSTOMER

\_\_\_\_\_  
PRINT NAME

\_\_\_\_\_  
DATE

The offer contained in this Agreement is valid for sixty (60) days only and must be returned to our office for acceptance within that period. If not accepted within that time, the offer shall be void.

## **FOUNTAIN INSTALLATION SERVICES CONTRACT**

CUSTOMER NAME: **St. Johns Golf & Country Club**

SUBMITTED TO: **Marc Rousseau, Operations Manager - mrousseau@rmsnf.com**

CONTRACT DATE: February 2, 2023

SUBMITTED BY: David Cottrell, North Florida Business Development Consultant

SERVICES: Installation of One (1) New Kasco 5 HP Fountain with Removal of Existing AquaMaster Fountain in St. Augustine, FL 32092.

This agreement (the "Agreement") is made as of the date indicated above, and is by and between SOLitude Lake Management, LLC ("Solitude" or the "Company") and the customer identified above (the "Customer") on the terms and conditions set forth in this Agreement.

1. **The Services.** SOLitude will provide services at the Customer's property as described in Schedule A attached hereto:

2. **PAYMENT TERMS.** The fee for the services is **\$15,554.00**. The Customer shall pay 50% of this service fee upon execution of this Agreement. The balance (remaining 50% of fee) will be invoiced to Customer by SOLitude following completion of the Services.

For any work completed or materials in storage on the customer's behalf at the end of each month, the company will invoice and the customer will be responsible for paying the percent of the total work completed as of that date, less any previous deposit paid. Should the work performed be subject to any local, state, or federal jurisdiction, agency, or other organization of authority for sales or other taxes or fees in addition to those expressly covered by this contract, customer will be invoiced and responsible for paying said additional taxes in addition to the fee above. Customer agrees to pay all invoices within thirty (30) days of invoice date. The Customer will be liable for any returned check fees and any collection costs, including reasonable attorney fees and court costs, for any invoices not otherwise timely paid, and interest at the rate of 1% per month may be added to all unpaid invoices. Company shall be reimbursed by the Customer for any non-routine expenses, administrative fees, compliance fees, or any other similar expense that are incurred as a result of requirements placed on the Company by the Customer that are not covered specifically by the written specifications of this contract.

3. **TERM AND EXPIRATION.** This Agreement is for a one-time service as described in the attached Schedule A. Any additional services will be provided only upon additional terms as agreed to by the parties in writing.

**Competitively Sensitive & Proprietary Materials** – The information contained herein is the intellectual property of SOLitude Lake Management. Recipient may not disclose to any outside party any proprietary information, processes, or pricing contained in this document or any of its attachments without the prior written consent of SOLitude Lake Management. This document is provided to the recipient in good faith and it shall be the responsibility of the recipient to keep the information contained herein confidential.





4. DISCLAIMER. SOLitude is not responsible for the failure of any treatment, equipment installation, or other work that result from dam or other structural failures, severe weather and storms, flooding, or other acts of God that are outside of the control of SOLitude.

Although there is rarely direct fish toxicity with the products used for treatment when applied at the labeled rate, or the installation and normal operation of the equipment we install, there is a risk under certain circumstances of significant dissolved oxygen drops. This risk is most severe in times of extremely hot weather and warm water temperatures, as these are the conditions during which dissolved oxygen levels are naturally at their lowest levels. Oftentimes lakes and ponds will experience natural fish kills under these conditions even if no work is performed. Every effort, to include the method and timing of application, the choice of products and equipment used, and the skill and training of the staff, is made to avoid such problems. However, the customer understands and accepts that there is always a slight risk of the occurrence of adverse conditions outside the control of SOLitude that will result in the death of some fish and other aquatic life. The customer also understands and accepts that similar risks would remain even if no work was performed. The customer agrees to hold SOLitude harmless for any issues with fish or other aquatic life which occur as described above, or are otherwise outside the direct control of the SOLitude, unless there is willful negligence on the part of SOLitude.

While SOLitude Lake Management LLC makes every effort to thoroughly inspect the site before providing this contract proposal or beginning any work, it is possible, without fault or negligence, that unforeseen circumstances may arise, or that hidden conditions on the site might be found in the course of the performance of the contract work, which would result in additional time or material costs that exceed this contract pricing. Should this occur, the customer will be notified of these unforeseen circumstances or conditions and be responsible for the costs associated with remedying. By signing this agreement, the customer acknowledges that they have informed SOLitude Lake Management® of all known and relevant current site conditions that would be reasonable to expect could affect our ability to successfully complete the contract work.

5. INSURANCE AND LIMITATION OF LIABILITY. Solitude will maintain general liability and property damage insurance as necessary given the scope and nature of the Services. The Company will be responsible for those damages, claims, causes of action, injuries or legal costs to the extent of its own direct negligence or misconduct, and then only to an amount not to exceed the annual value of this Agreement. In no event will any party to this Agreement be liable to the other for incidental, consequential or purely economic damages.

6. FORCE MAJEURE. The Company shall not be liable for any delay in performing the Services, nor liable for any failure to provide the Services, due to any cause beyond its reasonable control.

**Competitively Sensitive & Proprietary Materials** – The information contained herein is the intellectual property of SOLitude Lake Management. Recipients may not disclose to any outside party any proprietary information, processes, or pricing contained in this document or any of its attachments without the prior written consent of SOLitude Lake Management. This document is provided to the recipient in good faith and it shall be the responsibility of the recipient to keep the information contained herein confidential.





7. ANTI-CORRUPTION AND BRIBERY. Each party represents that neither it nor anyone acting on its behalf has offered, given, requested or accepted any undue financial or other advantage of any kind in entering into this Agreement, and that it will comply with all applicable laws and regulations pertaining to corruption, competition and bribery in carrying out the terms and conditions of this Agreement.
8. GOVERNING LAW. This Agreement shall be governed and construed in accordance with the laws of the state in which the Services are performed.
9. ENTIRE AGREEMENT. This Agreement constitutes the entire agreement between the parties with respect to the subject matter and replaces any prior agreements or understandings, whether in writing or otherwise. This Agreement may not be modified or amended except by written agreement executed by both parties. In the event that any provision of this Agreement is determined to be void, invalid, or unenforceable, the validity and enforceability of the remaining provisions of this Agreement shall not be affected.
10. NOTICE. Any written notice provided under this Agreement may be sent via overnight mail, certified mail, hand delivery or electronic mail with delivery confirmation, to the individuals and addresses listed below.
11. BINDING. This Agreement shall inure to the benefit of and be binding upon the legal representatives and successors of the parties.
12. FUEL/TRANSPORTATION SURCHARGE. Like many other companies that are impacted by the price of gasoline, a rise in gasoline prices may necessitate a fuel surcharge. As such, the Company reserves the right to add a fuel surcharge to Customer's invoice for any increase in the cost of fuel as measured above the same time period in the prior year (by the National U.S. Average Motor Gasoline-Regular Fuel Price per Gallon Index reported by the U.S. Department of Energy). The surcharge may be adjusted monthly (up or down) with the price of gasoline.
13. E-Verify. Solitude Lake Management LLC utilizes the federal E-Verify program in contracts with public employers as required by Florida State law, and acknowledges all the provisions of Florida Statute 448.095 are incorporated herein by reference and hereby certifies it will comply with the same.

**THIS DOCUMENT IS FOR QUOTE PURPOSES AND THE OFFER CONTAINED HEREIN IS VALID FOR 60 DAYS ONLY. SOLITUDE LAKE MANAGEMENT NOW USES ADOBE SIGN TO PROCESS ITS CONTRACTS. PLEASE CONTACT YOUR BUSINESS DEVELOPMENT CONSULTANT WITH ANY QUESTIONS, FOR A CONTRACT FOR SIGNATURE, OR TO PROVIDE YOUR OWN VENDOR AGREEMENT. THANK YOU FOR CHOOSING SOLITUDE!**

**David Cottrell, North Florida Business Development Consultant**  
**David.Cottrell@Solitudelake.com**

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**SCHEDULE A - SERVICES**  
**FOUNTAIN INSTALLATION**

**Fountain Installation:**

1. Company will install the following floating decorative fountain:

**Kasco J Series 5.1JF400 5 HP\* (240V/1 PH)**

Includes:     **400 ft.** of underwater power cable  
Interchangeable Nozzle with Five (5) Patterns\*\*\*  
C-95 Control Panel  
GFCB Protection  
24-Hour Timer  
All labor and parts necessary for proper installation\*\*

**LED Lighting Installation:**

1. Decorative Fountain will include the Kasco Waterglow Fountain **LED6C11-200** Lighting.

Package Includes:

**6-light LED fixture**

**11 watts** per fixture

910 lumens per fixture

3,000K temperature per fixture

Durable design features 1-piece composite housing

Lens is secured with a robust weld, ensuring a leak-free assembly

Blue, amber, red and green lenses included with each kit

**400 ft. of underwater power cable**

*\*Customer must provide a properly sized power source for the amp load and voltage requirement of the units specified above, and a suitable structure adjacent to the power source to which the control panel will be mounted. Single-phase 240V units will require a 2-pole breaker for fountain control panel electrical connection and must be configured with 3 wire (2 hots + 1 neutral) and 1 ground wire for fountain control panel connection. SOLitude Lake Management® is not responsible for electrical permits or inspections that might be required if new electrical service is ordered. Permits and inspections are the sole responsibility of the customer and the customer's electrician who is responsible for providing the necessary electrical service as described above.*

*\*\*The cost for installation is based on the assumption that power is available within 30 feet of the pond, and that no obstacles exist between the power source and the pond (i.e., concrete/asphalt walkways, retaining walls, utilities, landscaped areas, trees).*

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Warranty:

1. Company warrants that all installation work will be done in a safe and professional manner.
2. Manufacturer warrants the **5HP, 7.5HP fountain for five (5) years** from the date of installation against any defects in materials and workmanship.
3. Manufacturer warrants **lights for two (2) years** from the date of installation against any defects in materials and workmanship.
4. Manufacturer warrants **all other components for one (1) year** from the date of installation against any defects in materials and workmanship.
5. Contractor warrants all labor and parts necessary for installation of the fountain aeration system for a period of one year from the date of installation.
6. The manufacturer's warranty and the SÖLitude Lake Management® warranty will be voided if:
  - a. Any person not specifically authorized by the manufacturer and by SÖLitude Lake Management® performs any service, repair, or other work to the fountain aeration system.
  - b. The fountain aeration system is used in any manner inconsistent with its intended use or in any manner that is not in accordance with the manufacturer's instructions.

Permitting (when applicable):

1. SOLitude staff will be responsible for the following:
  - a. Obtaining any Federal, state, or local permits required to perform any work specified in this contract where applicable.
  - b. Attending any public hearings or meetings with regulators as required in support of the permitting process.
  - c. Filing of any notices or year-end reports with the appropriate agency as required by any related permit.
  - d. Notifying the Customer of any restrictions or special conditions put on the site with respect to any permit received, where applicable.

Customer Responsibilities (when applicable):

1. Customer will be responsible for the following:
  - a. Providing information required for the permit application process upon request.
  - b. Providing Certified Abutters List for abutter notification where required.
  - c. Perform any public filings or recordings with any agency or commission associated with the permitting process, if required.
  - d. Compliance with any other special requirements or conditions required by the local municipality.
  - e. Compliance and enforcement of temporary water-use restrictions where applicable.

**Competitively Sensitive & Proprietary Materials** – The information contained herein is the intellectual property of SÖLitude Lake Management. Recipients may not disclose to any outside party any proprietary information, processes, or pricing contained in this document or any of its attachments without the prior written consent of SÖLitude Lake Management. This document is provided to the recipient in good faith and it shall be the responsibility of the recipient to keep the information contained herein confidential.



General Qualifications:

1. Company will furnish the personnel, vehicles, boats, equipment, materials, and other items required to provide the foregoing at its expense.

\*\*\*



Balsam



Linden



Spruce



Redwood



Birch



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## **FOUNTAIN INSTALLATION SERVICES CONTRACT**

**CUSTOMER NAME: St. Johns Golf & Country Club**

**SUBMITTED TO: Marc Rousseau, Operations Manager - mrousseau@rmsnf.com**

**CONTRACT DATE: February 2, 2023**

**SUBMITTED BY: David Cottrell, North Florida Business Development Consultant**

**SERVICES: Installation of One (1) New AquaMaster 7.5 HP Fountain with Removal of Existing AquaMaster Fountain in St. Augustine, FL 32092.**

This agreement (the "Agreement") is made as of the date indicated above, and is by and between SOLitude Lake Management, LLC ("Solitude" or the "Company") and the customer identified above (the "Customer") on the terms and conditions set forth in this Agreement.

1. **The Services.** SOLitude will provide services at the Customer's property as described in Schedule A attached hereto:
2. **PAYMENT TERMS.** The fee for the services is **\$32,698.00**. The Customer shall pay 50% of this service fee upon execution of this Agreement. The balance (remaining 50% of fee) will be invoiced to Customer by SOLitude following completion of the Services.

For any work completed or materials in storage on the customer's behalf at the end of each month, the company will invoice and the customer will be responsible for paying the percent of the total work completed as of that date, less any previous deposit paid. Should the work performed be subject to any local, state, or federal jurisdiction, agency, or other organization of authority for sales or other taxes or fees in addition to those expressly covered by this contract, customer will be invoiced and responsible for paying said additional taxes in addition to the fee above. Customer agrees to pay all invoices within thirty (30) days of invoice date. The Customer will be liable for any returned check fees and any collection costs, including reasonable attorney fees and court costs, for any invoices not otherwise timely paid, and interest at the rate of 1% per month may be added to all unpaid invoices. Company shall be reimbursed by the Customer for any non-routine expenses, administrative fees, compliance fees, or any other similar expense that are incurred as a result of requirements placed on the Company by the Customer that are not covered specifically by the written specifications of this contract.

3. **TERM AND EXPIRATION.** This Agreement is for a one-time service as described in the attached Schedule A. Any additional services will be provided only upon additional terms as agreed to by the parties in writing.

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4. DISCLAIMER. SOLitude is not responsible for the failure of any treatment, equipment installation, or other work that result from dam or other structural failures, severe weather and storms, flooding, or other acts of God that are outside of the control of SOLitude.

Although there is rarely direct fish toxicity with the products used for treatment when applied at the labeled rate, or the installation and normal operation of the equipment we install, there is a risk under certain circumstances of significant dissolved oxygen drops. This risk is most severe in times of extremely hot weather and warm water temperatures, as these are the conditions during which dissolved oxygen levels are naturally at their lowest levels. Oftentimes lakes and ponds will experience natural fish kills under these conditions even if no work is performed. Every effort, to include the method and timing of application, the choice of products and equipment used, and the skill and training of the staff, is made to avoid such problems. However, the customer understands and accepts that there is always a slight risk of the occurrence of adverse conditions outside the control of SOLitude that will result in the death of some fish and other aquatic life. The customer also understands and accepts that similar risks would remain even if no work was performed. The customer agrees to hold SOLitude harmless for any issues with fish or other aquatic life which occur as described above, or are otherwise outside the direct control of the SOLitude, unless there is willful negligence on the part of SOLitude.

While SOLitude Lake Management LLC makes every effort to thoroughly inspect the site before providing this contract proposal or beginning any work, it is possible, without fault or negligence, that unforeseen circumstances may arise, or that hidden conditions on the site might be found in the course of the performance of the contract work, which would result in additional time or material costs that exceed this contract pricing. Should this occur, the customer will be notified of these unforeseen circumstances or conditions and be responsible for the costs associated with remedying. By signing this agreement, the customer acknowledges that they have informed SOLitude Lake Management® of all known and relevant current site conditions that would be reasonable to expect could affect our ability to successfully complete the contract work.

5. INSURANCE AND LIMITATION OF LIABILITY. Solitude will maintain general liability and property damage insurance as necessary given the scope and nature of the Services. The Company will be responsible for those damages, claims, causes of action, injuries or legal costs to the extent of its own direct negligence or misconduct, and then only to an amount not to exceed the annual value of this Agreement. In no event will any party to this Agreement be liable to the other for incidental, consequential or purely economic damages.

6. FORCE MAJEURE. The Company shall not be liable for any delay in performing the Services, nor liable for any failure to provide the Services, due to any cause beyond its reasonable control.

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7. ANTI-CORRUPTION AND BRIBERY. Each party represents that neither it nor anyone acting on its behalf has offered, given, requested or accepted any undue financial or other advantage of any kind in entering into this Agreement, and that it will comply with all applicable laws and regulations pertaining to corruption, competition and bribery in carrying out the terms and conditions of this Agreement.
8. GOVERNING LAW. This Agreement shall be governed and construed in accordance with the laws of the state in which the Services are performed.
9. ENTIRE AGREEMENT. This Agreement constitutes the entire agreement between the parties with respect to the subject matter and replaces any prior agreements or understandings, whether in writing or otherwise. This Agreement may not be modified or amended except by written agreement executed by both parties. In the event that any provision of this Agreement is determined to be void, invalid, or unenforceable, the validity and enforceability of the remaining provisions of this Agreement shall not be affected.
10. NOTICE. Any written notice provided under this Agreement may be sent via overnight mail, certified mail, hand delivery or electronic mail with delivery confirmation, to the individuals and addresses listed below.
11. BINDING. This Agreement shall inure to the benefit of and be binding upon the legal representatives and successors of the parties.
12. FUEL/TRANSPORTATION SURCHARGE. Like many other companies that are impacted by the price of gasoline, a rise in gasoline prices may necessitate a fuel surcharge. As such, the Company reserves the right to add a fuel surcharge to Customer's invoice for any increase in the cost of fuel as measured above the same time period in the prior year (by the National U.S. Average Motor Gasoline-Regular Fuel Price per Gallon Index reported by the U.S. Department of Energy). The surcharge may be adjusted monthly (up or down) with the price of gasoline.
13. E-Verify. Solitude Lake Management LLC utilizes the federal E-Verify program in contracts with public employers as required by Florida State law, and acknowledges all the provisions of Florida Statute 448.095 are incorporated herein by reference and hereby certifies it will comply with the same.

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**David Cottrell, North Florida Business Development Consultant**  
**[David.Cottrell@Solitudelake.com](mailto:David.Cottrell@Solitudelake.com)**

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**SCHEDULE A - SERVICES**  
**FOUNTAIN INSTALLATION**

Fountain Installation:

1. Company will install the following floating surface aerator:
  - 1 **AquaMaster Masters Grand Series 7.5 HP (220-240V/1PH)\*\***
    - Includes: Firestone Nozzle
    - Standard Stainless Steel Intake Debris Screen
    - 400 ft.** of 4/4 underwater power cable
    - Underwater Oil Cooled motor w/ Thermal Protection
    - Control Panel (UL Listed / NEMA Rated)
      - GFCI Protection Breaker
      - Control Breaker
      - Motor Starter / Contactor
      - Motor Overload Protection Assembly
      - Digital Timer\*
      - Control Fuse Protection
      - Motor Start & Run Capacitors
    - All labor and parts necessary for proper installation\*\*\*

Lighting Installation:

1. Floating Fountain will include an Underwater **LED** Lighting Package
  - Includes: **4 Underwater LED Lights (35 Watt)**
  - Lighting Controls mounted in the Fountain Control Panel
    - GFCI Protection Breaker
    - Control Breaker
    - Automatic Digital Timer\*
    - Control Fuse Protection
  - 400 ft.** of 14/3 underwater power cable
  - All labor and parts necessary for proper installation

*\*Digital timer includes battery backup, etc. so as to eliminate the need for service calls and adjustments that occur as a result of power outages, sunrise and sunset time changes, daylight savings time, and more.*

*LED power indicator*

*LCD screen display*

*Lithium battery for memory backup*

*Three-way operation manual*

*Digital Electronics time switch*

*One touch, multi-functional keys*

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*\*\*Customer must provide a properly sized power source for the amp load and voltage requirement of the units specified above, and a suitable structure adjacent to the power source to which the control panel will be mounted. Single-phase 208/240V units will require a 2-pole breaker for fountain control panel electrical connection and must be configured with 3 wire (2 hots + 1 neutral) and 1 ground wire for fountain control panel connection. SÖLitude Lake Management® is not responsible for electrical permits or inspections that might be required if new electrical service is ordered. Permits and inspections are the sole responsibility of the customer and the customer's electrician who is responsible for providing the necessary electrical service as described above.*

*\*\*\*The cost for installation is based on the assumption that power is available within 30 feet of the pond, and that no obstacles exist between the power source and the pond (i.e., concrete/asphalt walkways, retaining walls, utilities, landscaped areas, trees).*

Warranty:

1. Company warrants that all installation work will be done in a safe and professional manner.
2. Manufacturer warrants ½ HP fountains for three (3) years, with upgraded panel five (5) years, 1-5 HP fountains for five (5) years, and 7-25 HP fountains for four (4) years from the date of installation against any defects in materials and workmanship.
3. Manufacturer warrants light sets for three (3) years from the date of installation against any defects in materials and workmanship.
4. Manufacturer warrants all other components for three (3) years from the date of installation against any defects in materials and workmanship.
5. Company warrants all labor and parts necessary for installation of the fountain aeration system for a period of one (1) year from the date of installation.
6. The manufacturer's warranty and the SÖLitude Lake Management® warranty will be voided if:
  - a. Any person not specifically authorized by the manufacturer and by SÖLitude Lake Management® performs any service, repair, or other work to the fountain aeration system.
  - b. The fountain aeration system is used in any manner inconsistent with its intended use or in any manner that is not in accordance with the manufacturer's instructions.

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Permitting (when applicable):

1. SOLitude staff will be responsible for the following:
  - a. Obtaining any Federal, state, or local permits required to perform any work specified in this contract where applicable.
  - b. Attending any public hearings or meetings with regulators as required in support of the permitting process.
  - c. Filing of any notices or year-end reports with the appropriate agency as required by any related permit.
  - d. Notifying the Customer of any restrictions or special conditions put on the site with respect to any permit received, where applicable.

Customer Responsibilities (when applicable):

1. Customer will be responsible for the following:
  - a. Providing information required for the permit application process upon request.
  - b. Providing Certified Abutters List for abutter notification where required.
  - c. Perform any public filings or recordings with any agency or commission associated with the permitting process, if required.
  - d. Compliance with any other special requirements or conditions required by the local municipality.
  - e. Compliance and enforcement of temporary water-use restrictions where applicable.

General Qualifications:

1. Company will furnish the personnel, vehicles, boats, equipment, materials, and other items required to provide the foregoing at its expense.

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## MASTERS GRAND SERIES

### FIRESTONE

### STRAIGHTENED FLOW PATTERN (SFP)

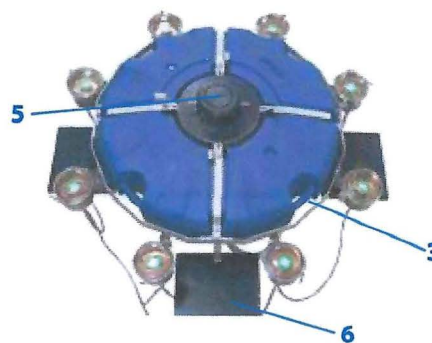
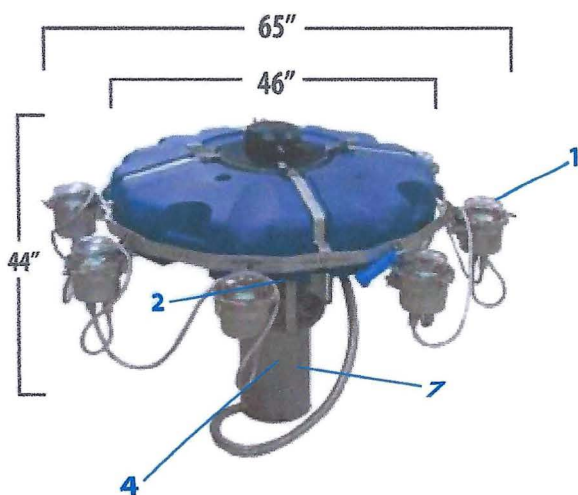


HORSEPOWER	7½	10
HT ft UPPER	22	N/A
HT x DIA ft MIDDLE	12 x 26	N/A
HT x DIA ft LOWER	8 x 60	N/A
ELECTRICAL RATING Ph   VOLTAGE   AMPS	1   220-240   42 3   220-240   26.4 3   440-480   13.2	1   220-240   60 3   220-240   36 3   440-480   18
HT x UPPER	6.1	N/A
HT x DIA m MIDDLE	3.2 x 8.5	N/A
HT x DIA m LOWER	2.4 x 18.3	N/A
ELECTRICAL RATING Ph   VOLTAGE   AMPS	3   380-415   12	3   380-415   18

60Hz

50Hz

## MASTERS GRAND SERIES® DESIGN



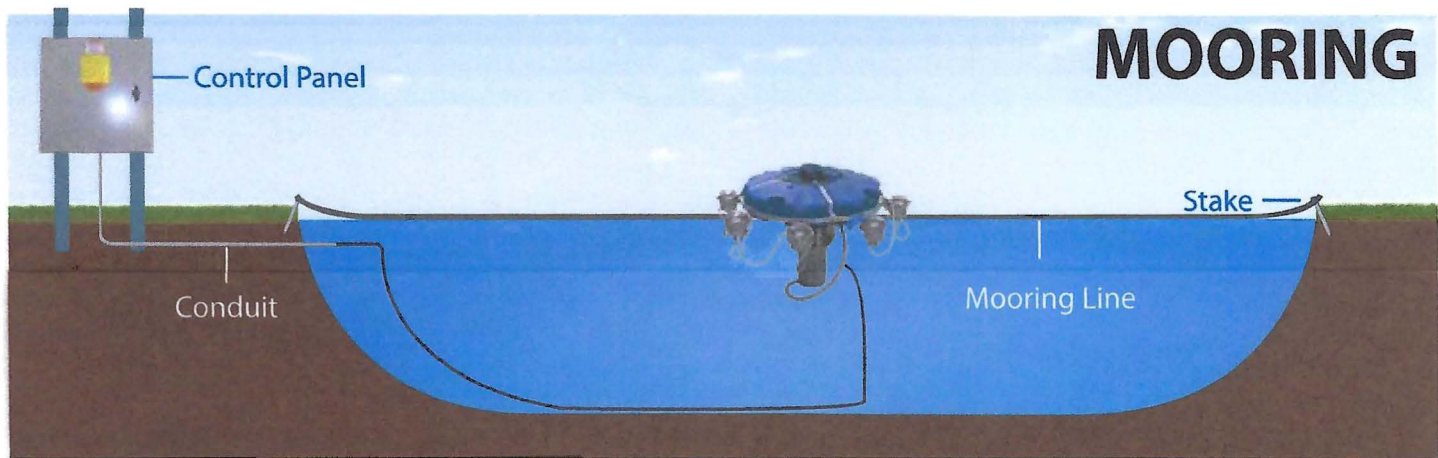
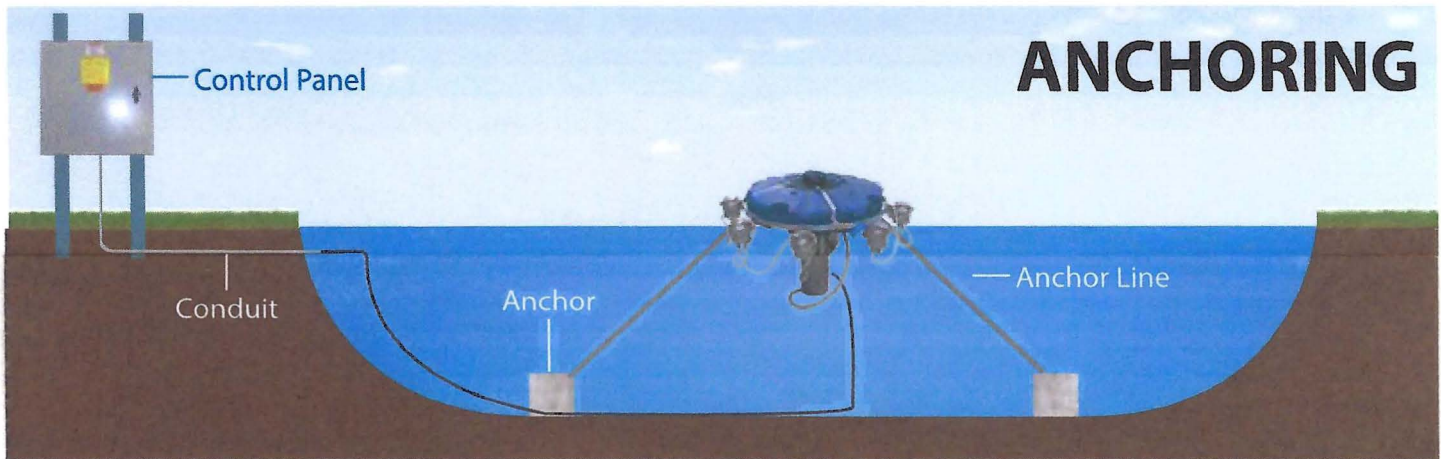
### Masters Grand Series

- 1** - Tool less series 316 stainless steel light bracket
- 2** - Patented, high-efficiency series 316 stainless steel impeller system
- 3** - Handles on float/tie downs
- 4** - Exclusive custom-designed oil-cooled energy efficient motors with series 316 stainless steel motor housing, top plate and shaft

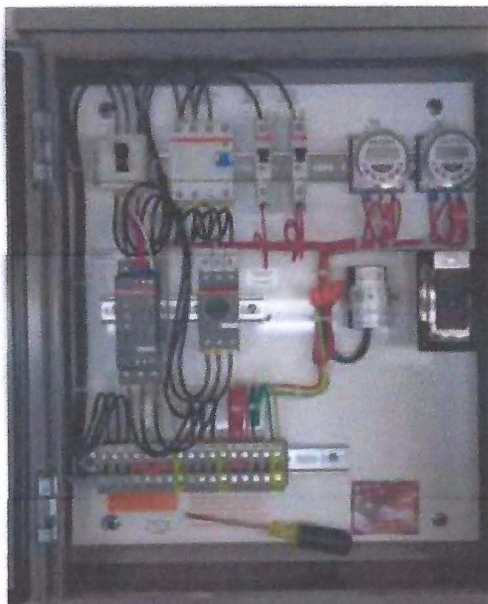
- 5** - Interchangeable twist-lock nozzles
- 6** - Optional stabilizers to help reduce fountain rocking
- 7** - Minimum operating depth 4ft
- 8** - Removable (without tools) large capacity, rigid 18 gauge series 316 stainless steel intake screen



## INSTALLATION



## CONTROL PANEL



### CONTROL PANEL COMPONENTS

- Outdoor rated, lockable enclosure constructed of galvanized steel powder coated gray
- Standard enclosure sizes:  
 24" x 20" x 6" (7.5HP 1PH, 7.5HP 3PH, 10HP 1PH)  
 30" x 24" x 8" (10-25HP 3PH)
- Digital timers with battery backup
- LED lighting circuit included in all control panels
- Custom Control Panels for multiple units and options available
- Overcurrent protection
- Ground fault protection
- Motor contactor and overload-10HP 1PH
- Capacitors (single phase only)
- Soft Starter and Manual Motor Protector (10-25HP 3 PH)





## **FOUNTAIN INSTALLATION SERVICES CONTRACT**

CUSTOMER NAME: **St. Johns Golf & Country Club**

SUBMITTED TO: **Marc Rousseau, Operations Manager - mrousseau@rmsnf.com**

CONTRACT DATE: February 2, 2023

SUBMITTED BY: David Cottrell, North Florida Business Development Consultant

SERVICES: Installation of One (1) New Kasco 5 HP Fountain with Removal of Existing AquaMaster Fountain in St. Augustine, FL 32092.

This agreement (the "Agreement") is made as of the date indicated above, and is by and between SOLitude Lake Management, LLC ("Solitude" or the "Company") and the customer identified above (the "Customer") on the terms and conditions set forth in this Agreement.

1. **The Services.** SOLitude will provide services at the Customer's property as described in Schedule A attached hereto:

2. **PAYMENT TERMS.** The fee for the services is **\$12,424.00**. The Customer shall pay 50% of this service fee upon execution of this Agreement. The balance (remaining 50% of fee) will be invoiced to Customer by SOLitude following completion of the Services.

For any work completed or materials in storage on the customer's behalf at the end of each month, the company will invoice and the customer will be responsible for paying the percent of the total work completed as of that date, less any previous deposit paid. Should the work performed be subject to any local, state, or federal jurisdiction, agency, or other organization of authority for sales or other taxes or fees in addition to those expressly covered by this contract, customer will be invoiced and responsible for paying said additional taxes in addition to the fee above. Customer agrees to pay all invoices within thirty (30) days of invoice date. The Customer will be liable for any returned check fees and any collection costs, including reasonable attorney fees and court costs, for any invoices not otherwise timely paid, and interest at the rate of 1% per month may be added to all unpaid invoices. Company shall be reimbursed by the Customer for any non-routine expenses, administrative fees, compliance fees, or any other similar expense that are incurred as a result of requirements placed on the Company by the Customer that are not covered specifically by the written specifications of this contract.

3. **TERM AND EXPIRATION.** This Agreement is for a one-time service as described in the attached Schedule A. Any additional services will be provided only upon additional terms as agreed to by the parties in writing.

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4. DISCLAIMER. SOLitude is not responsible for the failure of any treatment, equipment installation, or other work that result from dam or other structural failures, severe weather and storms, flooding, or other acts of God that are outside of the control of SOLitude.

Although there is rarely direct fish toxicity with the products used for treatment when applied at the labeled rate, or the installation and normal operation of the equipment we install, there is a risk under certain circumstances of significant dissolved oxygen drops. This risk is most severe in times of extremely hot weather and warm water temperatures, as these are the conditions during which dissolved oxygen levels are naturally at their lowest levels. Oftentimes lakes and ponds will experience natural fish kills under these conditions even if no work is performed. Every effort, to include the method and timing of application, the choice of products and equipment used, and the skill and training of the staff, is made to avoid such problems. However, the customer understands and accepts that there is always a slight risk of the occurrence of adverse conditions outside the control of SOLitude that will result in the death of some fish and other aquatic life. The customer also understands and accepts that similar risks would remain even if no work was performed. The customer agrees to hold SOLitude harmless for any issues with fish or other aquatic life which occur as described above, or are otherwise outside the direct control of the SOLitude, unless there is willful negligence on the part of SOLitude.

While SOLitude Lake Management LLC makes every effort to thoroughly inspect the site before providing this contract proposal or beginning any work, it is possible, without fault or negligence, that unforeseen circumstances may arise, or that hidden conditions on the site might be found in the course of the performance of the contract work, which would result in additional time or material costs that exceed this contract pricing. Should this occur, the customer will be notified of these unforeseen circumstances or conditions and be responsible for the costs associated with remedying. By signing this agreement, the customer acknowledges that they have informed SOLitude Lake Management® of all known and relevant current site conditions that would be reasonable to expect could affect our ability to successfully complete the contract work.

5. INSURANCE AND LIMITATION OF LIABILITY. Solitude will maintain general liability and property damage insurance as necessary given the scope and nature of the Services. The Company will be responsible for those damages, claims, causes of action, injuries or legal costs to the extent of its own direct negligence or misconduct, and then only to an amount not to exceed the annual value of this Agreement. In no event will any party to this Agreement be liable to the other for incidental, consequential or purely economic damages.

6. FORCE MAJEURE. The Company shall not be liable for any delay in performing the Services, nor liable for any failure to provide the Services, due to any cause beyond its reasonable control.

**Competitively Sensitive & Proprietary Materials** – The information contained herein is the intellectual property of SOLitude Lake Management. Recipients may not disclose to any outside party any proprietary information, processes, or pricing contained in this document or any of its attachments without the prior written consent of SOLitude Lake Management. This document is provided to the recipient in good faith and it shall be the responsibility of the recipient to keep the information contained herein confidential.





7. ANTI-CORRUPTION AND BRIBERY. Each party represents that neither it nor anyone acting on its behalf has offered, given, requested or accepted any undue financial or other advantage of any kind in entering into this Agreement, and that it will comply with all applicable laws and regulations pertaining to corruption, competition and bribery in carrying out the terms and conditions of this Agreement.
8. GOVERNING LAW. This Agreement shall be governed and construed in accordance with the laws of the state in which the Services are performed.
9. ENTIRE AGREEMENT. This Agreement constitutes the entire agreement between the parties with respect to the subject matter and replaces any prior agreements or understandings, whether in writing or otherwise. This Agreement may not be modified or amended except by written agreement executed by both parties. In the event that any provision of this Agreement is determined to be void, invalid, or unenforceable, the validity and enforceability of the remaining provisions of this Agreement shall not be affected.
10. NOTICE. Any written notice provided under this Agreement may be sent via overnight mail, certified mail, hand delivery or electronic mail with delivery confirmation, to the individuals and addresses listed below.
11. BINDING. This Agreement shall inure to the benefit of and be binding upon the legal representatives and successors of the parties.
12. FUEL/TRANSPORTATION SURCHARGE. Like many other companies that are impacted by the price of gasoline, a rise in gasoline prices may necessitate a fuel surcharge. As such, the Company reserves the right to add a fuel surcharge to Customer's invoice for any increase in the cost of fuel as measured above the same time period in the prior year (by the National U.S. Average Motor Gasoline-Regular Fuel Price per Gallon Index reported by the U.S. Department of Energy). The surcharge may be adjusted monthly (up or down) with the price of gasoline.
13. E-Verify. Solitude Lake Management LLC utilizes the federal E-Verify program in contracts with public employers as required by Florida State law, and acknowledges all the provisions of Florida Statute 448.095 are incorporated herein by reference and hereby certifies it will comply with the same.

**THIS DOCUMENT IS FOR QUOTE PURPOSES AND THE OFFER CONTAINED HEREIN IS VALID FOR 60 DAYS ONLY. SOLITUDE LAKE MANAGEMENT NOW USES ADOBE SIGN TO PROCESS ITS CONTRACTS. PLEASE CONTACT YOUR BUSINESS DEVELOPMENT CONSULTANT WITH ANY QUESTIONS, FOR A CONTRACT FOR SIGNATURE, OR TO PROVIDE YOUR OWN VENDOR AGREEMENT. THANK YOU FOR CHOOSING SOLITUDE!**

**David Cottrell, North Florida Business Development Consultant**  
**David.Cottrell@Solitudelake.com**

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**SCHEDULE A - SERVICES**  
**FOUNTAIN INSTALLATION**

**Fountain Installation:**

1. Company will install the following floating decorative fountain:

**Kasco J Series 5.1JF400 5 HP\* (240V/1 PH)**

Includes:      **400 ft.** of underwater power cable  
Interchangeable Nozzle with Five (5) Patterns\*\*\*  
C-95 Control Panel  
GFCB Protection  
24-Hour Timer  
All labor and parts necessary for proper installation\*\*

***\*Customer must provide a properly sized power source** for the amp load and voltage requirement of the units specified above, and a suitable structure adjacent to the power source to which the control panel will be mounted. Single-phase 240V units will require a 2-pole breaker for fountain control panel electrical connection and must be configured with 3 wire (2 hots + 1 neutral) and 1 ground wire for fountain control panel connection. SOLitude Lake Management® is not responsible for electrical permits or inspections that might be required if new electrical service is ordered. Permits and inspections are the sole responsibility of the customer and the customer's electrician who is responsible for providing the necessary electrical service as described above.*

*\*\*The cost for installation is based on the assumption that power is available within 30 feet of the pond, and that no obstacles exist between the power source and the pond (i.e., concrete/asphalt walkways, retaining walls, utilities, landscaped areas, trees).*

**Warranty:**

1. Company warrants that all installation work will be done in a safe and professional manner.
2. Manufacturer warrants the **5HP fountain for five (5) years** from the date of installation against any defects in materials and workmanship.
3. Manufacturer warrants **all other components for one (1) year** from the date of installation against any defects in materials and workmanship.
4. Contractor warrants all labor and parts necessary for installation of the fountain aeration system for a period of one year from the date of installation.
5. The manufacturer's warranty and the SOLitude Lake Management® warranty will be voided if:

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- a. Any person not specifically authorized by the manufacturer and by SOLitude Lake Management® performs any service, repair, or other work to the fountain aeration system.
- b. The fountain aeration system is used in any manner inconsistent with its intended use or in any manner that is not in accordance with the manufacturer's instructions.

Permitting (when applicable):

1. SOLitude staff will be responsible for the following:
  - a. Obtaining any Federal, state, or local permits required to perform any work specified in this contract where applicable.
  - b. Attending any public hearings or meetings with regulators as required in support of the permitting process.
  - c. Filing of any notices or year-end reports with the appropriate agency as required by any related permit.
  - d. Notifying the Customer of any restrictions or special conditions put on the site with respect to any permit received, where applicable.

Customer Responsibilities (when applicable):

1. Customer will be responsible for the following:
  - a. Providing information required for the permit application process upon request.
  - b. Providing Certified Abutters List for abutter notification where required.
  - c. Perform any public filings or recordings with any agency or commission associated with the permitting process, if required.
  - d. Compliance with any other special requirements or conditions required by the local municipality.
  - e. Compliance and enforcement of temporary water-use restrictions where applicable.

General Qualifications:

1. Company will furnish the personnel, vehicles, boats, equipment, materials, and other items required to provide the foregoing at its expense.

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\*\*\*



Balsam



Linden



Spruce



Redwood



Birch



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## **FOUNTAIN INSTALLATION SERVICES CONTRACT**

CUSTOMER NAME: **St. Johns Golf & Country Club**

SUBMITTED TO: **Marc Rousseau, Operations Manager - mrousseau@rmsnf.com**

CONTRACT DATE: February 6, 2023

SUBMITTED BY: David Cottrell, North Florida Business Development Consultant

SERVICES: Installation of One (1) New AquaMaster 7.5 HP Fountain with Removal of Existing AquaMaster Fountain in St. Augustine, FL 32092.

This agreement (the "Agreement") is made as of the date indicated above, and is by and between SOLitude Lake Management, LLC ("Solitude" or the "Company") and the customer identified above (the "Customer") on the terms and conditions set forth in this Agreement.

1. **The Services.** SOLitude will provide services at the Customer's property as described in Schedule A attached hereto:
2. **PAYMENT TERMS.** The fee for the services is **\$27,860.00**. The Customer shall pay 50% of this service fee upon execution of this Agreement. The balance (remaining 50% of fee) will be invoiced to Customer by SOLitude following completion of the Services.

For any work completed or materials in storage on the customer's behalf at the end of each month, the company will invoice and the customer will be responsible for paying the percent of the total work completed as of that date, less any previous deposit paid. Should the work performed be subject to any local, state, or federal jurisdiction, agency, or other organization of authority for sales or other taxes or fees in addition to those expressly covered by this contract, customer will be invoiced and responsible for paying said additional taxes in addition to the fee above. Customer agrees to pay all invoices within thirty (30) days of invoice date. The Customer will be liable for any returned check fees and any collection costs, including reasonable attorney fees and court costs, for any invoices not otherwise timely paid, and interest at the rate of 1% per month may be added to all unpaid invoices. Company shall be reimbursed by the Customer for any non-routine expenses, administrative fees, compliance fees, or any other similar expense that are incurred as a result of requirements placed on the Company by the Customer that are not covered specifically by the written specifications of this contract.

3. **TERM AND EXPIRATION.** This Agreement is for a one-time service as described in the attached Schedule A. Any additional services will be provided only upon additional terms as agreed to by the parties in writing.

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4. DISCLAIMER. SOLitude is not responsible for the failure of any treatment, equipment installation, or other work that result from dam or other structural failures, severe weather and storms, flooding, or other acts of God that are outside of the control of SOLitude.

Although there is rarely direct fish toxicity with the products used for treatment when applied at the labeled rate, or the installation and normal operation of the equipment we install, there is a risk under certain circumstances of significant dissolved oxygen drops. This risk is most severe in times of extremely hot weather and warm water temperatures, as these are the conditions during which dissolved oxygen levels are naturally at their lowest levels. Oftentimes lakes and ponds will experience natural fish kills under these conditions even if no work is performed. Every effort, to include the method and timing of application, the choice of products and equipment used, and the skill and training of the staff, is made to avoid such problems. However, the customer understands and accepts that there is always a slight risk of the occurrence of adverse conditions outside the control of SOLitude that will result in the death of some fish and other aquatic life. The customer also understands and accepts that similar risks would remain even if no work was performed. The customer agrees to hold SOLitude harmless for any issues with fish or other aquatic life which occur as described above, or are otherwise outside the direct control of the SOLitude, unless there is willful negligence on the part of SOLitude.

While SOLitude Lake Management LLC makes every effort to thoroughly inspect the site before providing this contract proposal or beginning any work, it is possible, without fault or negligence, that unforeseen circumstances may arise, or that hidden conditions on the site might be found in the course of the performance of the contract work, which would result in additional time or material costs that exceed this contract pricing. Should this occur, the customer will be notified of these unforeseen circumstances or conditions and be responsible for the costs associated with remedying. By signing this agreement, the customer acknowledges that they have informed SOLitude Lake Management® of all known and relevant current site conditions that would be reasonable to expect could affect our ability to successfully complete the contract work.

5. INSURANCE AND LIMITATION OF LIABILITY. Solitude will maintain general liability and property damage insurance as necessary given the scope and nature of the Services. The Company will be responsible for those damages, claims, causes of action, injuries or legal costs to the extent of its own direct negligence or misconduct, and then only to an amount not to exceed the annual value of this Agreement. In no event will any party to this Agreement be liable to the other for incidental, consequential or purely economic damages.

6. FORCE MAJEURE. The Company shall not be liable for any delay in performing the Services, nor liable for any failure to provide the Services, due to any cause beyond its reasonable control.

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7. ANTI-CORRUPTION AND BRIBERY. Each party represents that neither it nor anyone acting on its behalf has offered, given, requested or accepted any undue financial or other advantage of any kind in entering into this Agreement, and that it will comply with all applicable laws and regulations pertaining to corruption, competition and bribery in carrying out the terms and conditions of this Agreement.
8. GOVERNING LAW. This Agreement shall be governed and construed in accordance with the laws of the state in which the Services are performed.
9. ENTIRE AGREEMENT. This Agreement constitutes the entire agreement between the parties with respect to the subject matter and replaces any prior agreements or understandings, whether in writing or otherwise. This Agreement may not be modified or amended except by written agreement executed by both parties. In the event that any provision of this Agreement is determined to be void, invalid, or unenforceable, the validity and enforceability of the remaining provisions of this Agreement shall not be affected.
10. NOTICE. Any written notice provided under this Agreement may be sent via overnight mail, certified mail, hand delivery or electronic mail with delivery confirmation, to the individuals and addresses listed below.
11. BINDING. This Agreement shall inure to the benefit of and be binding upon the legal representatives and successors of the parties.
12. FUEL/TRANSPORTATION SURCHARGE. Like many other companies that are impacted by the price of gasoline, a rise in gasoline prices may necessitate a fuel surcharge. As such, the Company reserves the right to add a fuel surcharge to Customer's invoice for any increase in the cost of fuel as measured above the same time period in the prior year (by the National U.S. Average Motor Gasoline-Regular Fuel Price per Gallon Index reported by the U.S. Department of Energy). The surcharge may be adjusted monthly (up or down) with the price of gasoline.
13. E-Verify. Solitude Lake Management LLC utilizes the federal E-Verify program in contracts with public employers as required by Florida State law, and acknowledges all the provisions of Florida Statute 448.095 are incorporated herein by reference and hereby certifies it will comply with the same.

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**David Cottrell, North Florida Business Development Consultant**  
**[David.Cottrell@Solitudelake.com](mailto:David.Cottrell@Solitudelake.com)**

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**SCHEDULE A - SERVICES**  
**FOUNTAIN INSTALLATION**

Fountain Installation:

1. Company will install the following floating surface aerator:

**1 AquaMaster Masters Grand Series 7.5 HP (220-240V/1PH)\*\***

Includes:

- Firestone Nozzle
- Standard Stainless Steel Intake Debris Screen
- 400 ft.** of 4/4 underwater power cable
- Underwater Oil Cooled motor w/ Thermal Protection
- Control Panel (UL Listed / NEMA Rated)
  - GFCI Protection Breaker
  - Control Breaker
  - Motor Starter / Contactor
  - Motor Overload Protection Assembly
  - Digital Timer\*
  - Control Fuse Protection
  - Motor Start & Run Capacitors
- All labor and parts necessary for proper installation\*\*\*

*\*Digital timer includes battery backup, etc. so as to eliminate the need for service calls and adjustments that occur as a result of power outages, sunrise and sunset time changes, daylight savings time, and more.*

*LED power indicator  
LCD screen display  
Lithium battery for memory backup  
Three-way operation manual  
Digital Electronics time switch  
One touch, multi-functional keys*

*\*\*Customer must provide a properly sized power source for the amp load and voltage requirement of the units specified above, and a suitable structure adjacent to the power source to which the control panel will be mounted. Single-phase 208/240V units will require a 2-pole breaker for fountain control panel electrical connection and must be configured with 3 wire (2 hots + 1 neutral) and 1 ground wire for fountain control panel connection. SOLitude Lake Management® is not responsible for electrical permits or inspections that might be required if new electrical service is ordered. Permits and inspections are the sole responsibility of the*

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*customer and the customer's electrician who is responsible for providing the necessary electrical service as described above.*

*\*\*\*The cost for installation is based on the assumption that power is available within 30 feet of the pond, and that no obstacles exist between the power source and the pond (i.e., concrete/asphalt walkways, retaining walls, utilities, landscaped areas, trees).*

Warranty:

1. Company warrants that all installation work will be done in a safe and professional manner.
2. Manufacturer warrants ½ HP fountains for three (3) years, with upgraded panel five (5) years, 1-5 HP fountains for five (5) years, and 7-25 HP fountains for four (4) years from the date of installation against any defects in materials and workmanship.
3. Manufacturer warrants all other components for three (3) years from the date of installation against any defects in materials and workmanship.
4. Company warrants all labor and parts necessary for installation of the fountain aeration system for a period of one (1) year from the date of installation.
5. The manufacturer's warranty and the SÖLitude Lake Management® warranty will be voided if:
  - a. Any person not specifically authorized by the manufacturer and by SÖLitude Lake Management® performs any service, repair, or other work to the fountain aeration system.
  - b. The fountain aeration system is used in any manner inconsistent with its intended use or in any manner that is not in accordance with the manufacturer's instructions.

Permitting (when applicable):

1. SOLitude staff will be responsible for the following:
  - a. Obtaining any Federal, state, or local permits required to perform any work specified in this contract where applicable.
  - b. Attending any public hearings or meetings with regulators as required in support of the permitting process.
  - c. Filing of any notices or year-end reports with the appropriate agency as required by any related permit.
  - d. Notifying the Customer of any restrictions or special conditions put on the site with respect to any permit received, where applicable.

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Customer Responsibilities (when applicable):

1. Customer will be responsible for the following:
  - a. Providing information required for the permit application process upon request.
  - b. Providing Certified Abutters List for abutter notification where required.
  - c. Perform any public filings or recordings with any agency or commission associated with the permitting process, if required.
  - d. Compliance with any other special requirements or conditions required by the local municipality.
  - e. Compliance and enforcement of temporary water-use restrictions where applicable.

General Qualifications:

1. Company will furnish the personnel, vehicles, boats, equipment, materials, and other items required to provide the foregoing at its expense.



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**The Lake Doctors, Inc.**  
Aquatic Management Services®

Corporate Office  
3543 State Road 419  
Winter Springs, FL 32708  
1-800-666-5253  
lakes@lakedoctors.com  
www.lakedoctors.com

## SERVICE ORDER

SALES REP. \_\_\_\_\_

ACCOUNT/SITE		ACCOUNT #	
BILLING NAME		DATE	
BILLING ADDRESS		COUNTY #	
CONTACT		PHONE #	
EMAIL ADDRESS		Email Invoice: Y      N	
PO#	MANUFACTURER: AQM    AES    KAS    LF    OA    OTT    AQC    ARM    ODS		

SERVICE REQUEST

NOTES

QTY	UNIT	DESCRIPTION	PRICE	EXTENDED

SERVICED BY: \_\_\_\_\_

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

WORK AUTHORIZED BY: \_\_\_\_\_

PARTS TOTAL

LABOR

MISC. CHARGES\*

SUBTOTAL

\_\_\_\_\_% STATE SALES TAX

FREIGHT

TOTAL

CUSTOMER SIGNATURE

DATE

The terms and conditions appearing on the reverse side, form an integral part of this Service Order, and CUSTOMER hereby acknowledges that he/she has read and is familiar with the contents thereof.  
Pricing is valid thirty (30) days from date of quotation.

Central Florida  
(407) 327-1080  
1-800-666-5253

Ft. Lauderdale  
(954) 565-7488  
1-800-683-5253

Sarasota  
(941) 377-0658  
1-800-444-5253

Jacksonville  
(904) 262-5500  
1-844-819-9632

Largo  
(727) 544-7644  
1-888-668-5253

Ft. Myers  
(239) 693-2270  
1-800-444-5253

Navarre  
(850) 939-5787  
1-800-398-5253

South Carolina  
(843) 873-1911

Ohio  
(937) 433-2942  
1-866-774-5253



# Terms & Conditions

## Service Order

1. A 50% deposit shall be due payable upon execution of this Service Order should the total cost be over \$1,000.00. The balance shall be payable upon installation, plus any taxes, including sales use taxes, fees or charges that are imposed by any governmental body relating to the service provided under this Service Order. The CUSTOMER acknowledges that this service order is executed in the state in which THE LAKE DOCTORS office conducting the work resides and therefore THE LAKE DOCTORS is not responsible for the payment of any out-of-state taxes except as required by law.
2. THE LAKE DOCTORS agrees to install and/or repair within a minimum of fifteen (15) business days from the date of the executed Service Order. If service is needed within five (5) business days at the time of the executed Service Order, CUSTOMER will be subject to an additional rate. The offer contained herein is withdrawn and this Service Order shall have no further force effective thirty (30) days from the date of quotation.
3. Equipment/parts sold by THE LAKE DOCTORS is warranted to be free from defects in materials and workmanship per warranty of the respective equipment manufacturers. The liability is limited to the repair or replacement of such items deemed by MANUFACTURER to be defective and will not include items damaged by misuse, vandalism, theft, acts of God or other causes. CUSTOMER shall bear the cost of delivering such defective items to THE LAKE DOCTORS or MANUFACTURER for repair. Any repairs, alteration or modifications made by anyone other than an authorized representative of THE LAKE DOCTORS or MANUFACTURER will void the warranty. Warranty work will not be performed or paid for by THE LAKE DOCTORS or MANUFACTURER unless all past due balances are paid in full. No warranty is made or implied regarding the ability of the equipment to control algae, prevent fish kills, control odors or other performance criteria not directly related to proper mechanical function of the equipment.
4. Due to possible electrical shock hazards resulting from improper functioning of defective equipment, THE LAKE DOCTORS strongly advises CUSTOMER and other responsible parties to prohibit swimming and wading in pools or bodies of water in which electrical equipment has been installed. Posted notice is advised.
5. THE LAKE DOCTORS does not assume any liability whatsoever for damages, losses or conditions arising from improper use or maintenance of equipment installed by THE LAKE DOCTORS or MANUFACTURER. Furthermore, THE LAKE DOCTORS and MANUFACTURER assumes no liability whatsoever for damages, losses or conditions arising from equipment purchased from THE LAKE DOCTORS and improperly installed, used or maintained by CUSTOMER or others.
6. THE LAKE DOCTORS agrees to hold CUSTOMER harmless from any loss, damage or claims arising out of the sole negligence of THE LAKE DOCTORS. However, THE LAKE DOCTORS shall in no event be liable to CUSTOMER, or others, for indirect, special or consequential damages.
7. Neither party shall be responsible in damages, penalties or otherwise for any failure or delay in the performance of any of its obligations hereunder caused by strikes, riots, war, acts of God, accidents, governmental orders and regulations, curtailment or failure to obtain sufficient materials, or by other force majeure condition (whether or not of the same class or kind of those set forth above) beyond its reasonable control and which, by the exercise of due diligence, it is unable to overcome.
8. THE LAKE DOCTORS, at its expense, shall maintain the following insurance coverage: a) worker's compensation with statutory limits, b) automobile and watercraft liability, and c) comprehensive general liability, including products liability and completed operations. Customers requesting to be named as additional insured or requesting hold harmless statements may be billed an additional amount to cover the cost of providing such additional coverage. CUSTOMER agrees to pay for any additional costs of insurance requirements over and above that is provided by THE LAKE DOCTORS.
9. This Service Order is not assignable by either party.
10. Termination of Service Order in writing by CUSTOMER after initiation of Service Order will be subject to a 20% restocking fee plus all shipping costs and subject to a charge equal to time and materials expended upon time of cancellation.
11. Quotations are made and orders accepted on a firm price basis provided CUSTOMER authorizes shipment and delivery within a period of ten (10) business days after execution of Service Order.
12. Special or custom orders are not returnable for credit. A special or custom order is defined by THE LAKE DOCTORS as any order deviating form, or modified from, standard items, kits or systems. This shall include any component or system custom built to buyer's specifications.
13. CUSTOMER warrants that he or she is authorized to execute the Service Order on behalf of the riparian owner and to hold THE LAKE DOCTORS harmless for consequences of such service not arising out of the sole negligence of THE LAKE DOCTORS.
14. THE LAKE DOCTORS reserve the right to impose a service charge of 1 ½ percent per month on past due balances. CUSTOMER agrees to reimburse THE LAKE DOCTORS for all processing fees for registering with third party companies for compliance monitoring services.
15. Should it become necessary for THE LAKE DOCTORS to bring action for collection of monies due and owing under this Service Order, CUSTOMER agrees to pay collection costs, including, but not limited to, reasonable attorney's fees (including those on appeal) and court costs, and all other expenses incurred by THE LAKE DOCTORS resulting from such collection action.
16. \*SHOP SUPPLY COSTS: We have added a charge equal to 10% of the parts and labor, not to exceed \$25.00 for misc. shop supplies, waste disposal, and environmental compliance. THE LAKE DOCTORS reserves the right to impose a fuel surcharge as may be necessary.
17. This Service Order constitutes the entire agreement of the parties hereto and shall be valid upon acceptance by THE LAKE DOCTORS Corporate Office. No oral or written alterations or modifications of the terms contained herein shall be valid unless made in writing and accepted by an authorized representative of both THE LAKE DOCTORS and CUSTOMER.
18. THE LAKE DOCTORS or CUSTOMER may cancel this agreement with or without cause by 30-day written notice.



**The Lake Doctors, Inc.**  
Aquatic Management Services

Corporate Offices  
3543 State Road 419  
Winter Springs, FL 32708  
1-800-666-5253  
lakes@lakedoctors.com  
www.lakedoctors.com

## Sales Agreement Aqua Control

**MAS**

This Agreement, made this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_ is between The Lake Doctors, Inc., a Florida Corporation, hereinafter called "THE LAKE DOCTORS" and

**PROPERTY NAME (Community/Business/Individual)** \_\_\_\_\_

**MANAGEMENT COMPANY** \_\_\_\_\_

**INVOICING ADDRESS** \_\_\_\_\_

**CITY** \_\_\_\_\_ **STATE** \_\_\_\_\_ **ZIP** \_\_\_\_\_ **PHONE ( )** \_\_\_\_\_

**EMAIL ADDRESS** \_\_\_\_\_ **EMAIL INVOICE: YES OR NO**

**THIRD PARTY COMPLIANCE/REGISTRATION: YES OR NO**      **THIRD PARTY INVOICING PORTAL: YES OR NO**

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

Hereinafter called "CUSTOMER"

**PURCHASE ORDER #:** \_\_\_\_\_

The parties hereto agree to follows:

- A. THE LAKE DOCTORS agrees to install or supply the following equipment in accordance with the terms and conditions of this Agreement in the following locations(s):

**One (1) AquaControl SelectSeries Fountain for Sampson Creek Community Development District, St. Augustine FL**

Includes 5hp 230V 1 Phase fountain, FLEUR DE LIS nozzle high performance stainless-steel pump/motor components and intake screen. UL Listed NEMA 3R metal control panel with safety disconnect switch, GFCI protection, 24-hr pump and light timers, motor capacitors and resettable overloads. Deposit must be received prior to installation; unless otherwise noted.

\*EXCLUDES ANY ON-SHORE ELECTRICALWORK, SUPPLY, CONTROLS MOUNTING., IF REQUIRED

- B. CUSTOMER agrees to pay THE LAKE DOCTORS, its agents or assigns, the following sum for specified equipment:

1.	5hp 230V 1 Phase Aquacontrol SS Fleur de Lis fountain 35'H X 47'W	\$ 9,918.00
2.	400' length of #6/4 motor cable	\$ 6,200.00
3.	Existing LED Lighting and cable to be used – Requires new mounting brackets	\$ 400.00
4.	Shipping, Assembly, Delivery and Anchoring in lake*	\$ 1,300.00
6.	New Control Panel with mechanical timers and GFCI & EPD protection	\$ INCLUDED
7.	5 Year Fountain Warranty and 3 Years on new control panel	\$ INCLUDED
8.	7.5% Sales Tax	\$ Exempt
	<b>Total of Services Accepted</b>	<b>\$ 17,818.00</b>

**A deposit of \$8,909.00 shall be payable upon execution of this Agreement.** The balance shall be payable **upon installation**, plus any taxes, including sales use taxes, fees or charges that are imposed by any governmental body relating to the service provided under this Agreement. **THE LAKE DOCTORS** considers this sale as made in Florida and is not responsible for the payment of any out-of-state (non-Florida) taxes except as required by law.

- C. THE LAKE DOCTORS agrees to sell only products with a demonstrated reliability and quality.
- D. THE LAKE DOCTORS agrees to supply equipment within **forty-five (45) business days**, subject to availability, with receipt of this executed Agreement and required advance deposit.
- E. The offer contained herein is withdrawn and this Agreement shall have no further force and effect unless executed and returned by CUSTOMER to THE LAKE DOCTORS on or before December 18, 2022.
- F. The terms and conditions form an integral part of this Agreement, and CUSTOMER hereby acknowledges that he has read and is familiar with the contents thereof. Agreement must be returned in its entirety to be considered valid.

THE LAKE DOCTORS, INC.

CUSTOMER

Mark A. Seymour, Sales Manager

Signed \_\_\_\_\_ Dated \_\_\_\_\_  
Name \_\_\_\_\_



# TERMS AND CONDITIONS

1. Equipment sold by THE LAKE DOCTORS is warranted to be free from defects in materials and workmanship per warranty of the respective equipment manufacturers. For details, see Manufacturer's warranty. **AQUA CONTROL** warranties remain as below:

## Select Series 2

- 3 Year or 5 Year extended; Limited Warranty

## Titan Series

- 4 Year Limited Warranty

## Select Series

- 5 Year Limited Warranty, 3 Years LED lighting and control panel

The liability is limited to the repair or replacement of such items deemed by MANUFACTURER to be defective and will not include items damaged by misuse, vandalism, theft, acts of God or other causes. CUSTOMER shall bear the cost of delivering such defective items to THE LAKE DOCTORS or MANUFACTURER for repair. Any repairs, alteration or modifications made by anyone other than an authorized representative of THE LAKE DOCTORS or MANUFACTURER will void the warranty. Warranty work will not be performed or paid for by THE LAKE DOCTORS or MANUFACTURER unless all past due balances are paid in full. No warranty is made or implied regarding the ability of the equipment to control algae, prevent fish kills, control odors or other performance criteria not directly related to proper mechanical function of the equipment.

2. Failure to follow the MANUFACTURER's required maintenance may void warranty.
3. Items not covered under our warranty will be treated and billed as regular service calls. Examples of non-warranty work include cleaning of light lenses, unclogging of nozzles and filters, valve adjustments, resetting tripped breakers.
4. CUSTOMER shall be responsible for providing proper electrical power and performing electrical hookups. All electrical work shall meet all applicable governmental requirements. Said power shall be supplied to a designated site agreed upon by THE LAKE DOCTORS and CUSTOMER and generally within 30' or less of lake or ponds edge. In all cases, power supplied should be in accordance with Article 680 and other appropriate provisions of the National Electrical Code including the use of ground fault circuit interrupter-type breakers on each submersible equipment circuit above 15 volts between conductors. It shall be CUSTOMER'S responsibility to ensure that proposed equipment to be supplied by THE LAKE DOCTORS meets all other governmental standards, including but not limited to, local electrical codes, building codes, etc. Additionally, CUSTOMER shall be responsible for obtaining any necessary permits.
5. Due to possible electrical shock hazards resulting from improper functioning of defective equipment, THE LAKE DOCTORS strongly advises CUSTOMER and other responsible parties to prohibit swimming and wading in ponds or bodies of water in which electrical equipment has been installed. Posted notice is advised.
6. THE LAKE DOCTORS does not assume any liability whatsoever for damages, losses or conditions arising from improper use or maintenance of equipment installed by THE LAKE DOCTORS or MANUFACTURER. Furthermore, THE LAKE DOCTORS and MANUFACTURER assumes no liability whatsoever for damages, losses or conditions arising from equipment purchased from THE LAKE DOCTORS and improperly installed, used or maintained by CUSTOMER or others.
7. THE LAKE DOCTORS agrees to hold CUSTOMER harmless from any loss, damage or claims arising out of the sole negligence of THE LAKE DOCTORS. However, THE LAKE DOCTORS shall in no event be liable to CUSTOMER, or others, for indirect, special or consequential damages.
8. Neither party shall be responsible in damages, penalties or otherwise for any failure or delay in the performance of any of its obligations hereunder caused by strikes, riots, war, acts of God, accidents, governmental orders and regulations, curtailment or failure to obtain sufficient material, or other force majeure condition (whether or not of the same class or kind as those set forth above) beyond its reasonable control and which, by the exercise of due diligence, it is unable to overcome.
9. THE LAKE DOCTORS shall maintain the following insurance coverage and limits: (a) Workman's Compensation with statutory limits; (b) Automobile Liability; (c) Comprehensive General Liability, including Pollution Liability, Property Damage, Completed Operations and Product Liability. A Certificate of Insurance will be provided upon request. A Certificate of Insurance naming CUSTOMER as "Additional Insured" may be provided at CUSTOMER'S request. CUSTOMER agrees to pay for any additional costs of insurance requirements over and above that provided by THE LAKE DOCTORS.
10. This Agreement is not assignable by CUSTOMER except upon prior written consent by THE LAKE DOCTORS.
11. Termination of Agreement in writing by CUSTOMER after initiation of Agreement will be subject to a 20% restocking fee plus all shipping costs and subject to a charge equal to time and materials expended upon time of cancellation.
12. Quotations are made and orders accepted on a firm price basis provided customer authorizes shipment and delivery within a period of forty-five (45) days after execution of Sales Agreement. Orders shipped after ninety (90) days are subject to prices in effect on date of shipment. All shipments F.O.B. shipping point.
13. Special or custom orders are not returnable for credit. A special or custom order is defined by THE LAKE DOCTORS as any order deviating from, or modified from, standard items, kits or systems. This shall include any component or system custom built to buyer's specifications.
14. This Agreement constitutes the entire agreement of the parties hereto and shall be valid upon acceptance by THE LAKE DOCTORS Corporate Office. No oral or written alterations or modifications of the terms contained herein shall be valid unless made in writing and accepted by an authorized representative of both THE LAKE DOCTORS and CUSTOMER.
15. THE LAKE DOCTORS reserves the right to impose a monthly service charge on past due balances. CUSTOMER agrees to reimburse THE LAKE DOCTORS for all processing fees for registering with third party companies for compliance monitoring services.
16. Should it become necessary for THE LAKE DOCTORS to bring action for collection of monies due and owing under this Agreement, CUSTOMER agrees to pay collection costs, including, but not limited to, reasonable attorneys' fees (including those on appeal) and court costs, and all other expenses incurred by THE LAKE DOCTORS resulting from such collection action.
17. If the scope of work changes after the execution of the Agreement, the Agreement can be cancelled or the customer will assume any additional cost to complete the modified agreement.



Select™ Series: 1 HP - 5 HP Fountains **FLEUR DE LIS**

The Fleur de Lis has a high, smooth, narrow, center stream surrounded by an 8 stream intermediate arching pattern that in turn is surrounded by 8 lower and wider arching streams. This creates a pyramid effect.

HP	PERFORMANCE			DEPTH		AMPS				KW
2S = 2 Stage	Height (ft.)	Diameter (ft.)	Output (GPM)	Min. Operating Water Depth (in.)		Single Phase	Three Phase			Power Usage
				Vert.	Horiz.	240V	208V	230V	460V	
1	20	30	140	52	28	10	5	5	3	2
2	24	35	160	56	28	13	9	9	5	3
3	27	40	180	56	28	17	13	12	7	4
5	35	48	210	62	28	28	21	20	11	6



Lake Doctors stated advantages of the two new but different pond fountains:

The advantages of the new **AquaControl** 5hp option:

- Similar pattern dimension utilizing turbine pump design.
- Increase reliability of lower amperage 5hp motor
- Lower replacement costs
- Lower electrical consumption than 7.5hp
- 5 Year manufacturer's warranty

**Vertex Fountains** is a Florida manufacturer of commercial quality floating fountains:

- Similar pattern dimension utilizing turbine pump design.
- Increase reliability of lower amperage and a 6" diameter 5hp motor
- Florida company of excellent workmanship, performance and reliability
- Replacement parts available locally at less costs
- Lower electrical cost than 7.5hp
- 4 year manufacturer's warranty



**The Lake Doctors, Inc.**  
Aquatic Management Services®

Corporate Offices  
3543 State Road 419  
Winter Springs, FL 32708  
1-800-666-5253  
lakes@lakedoctors.com  
www.lakedoctors.com

## Sales Agreement Vertex

**MAS707136**

This Agreement, made this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_ is between The Lake Doctors, Inc., a Florida Corporation, hereinafter called "THE LAKE DOCTORS" and

**PROPERTY NAME (Community/Business/Individual)** \_\_\_\_\_

**MANAGEMENT COMPANY** \_\_\_\_\_

**INVOICING ADDRESS** \_\_\_\_\_

**CITY** \_\_\_\_\_ **STATE** \_\_\_\_\_ **ZIP** \_\_\_\_\_ **PHONE ( )** \_\_\_\_\_

**EMAIL ADDRESS** \_\_\_\_\_ **EMAIL INVOICE: YES OR NO**

**THIRD PARTY COMPLIANCE/REGISTRATION: YES OR NO** **THIRD PARTY INVOICING PORTAL: YES OR NO**

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

Hereinafter called "CUSTOMER"

**PURCHASE ORDER #:** \_\_\_\_\_

The parties hereto agree to follows:

- A. THE LAKE DOCTORS agrees to install or supply the following equipment in accordance with the terms and conditions of this Agreement in the following location(s):

**One (1) Vertex Water Solutions Commercial Floating Fountain for Sampson Creek CDD, St. Augustine Florida.**

Includes 5hp 230V 1phase TriTier approx: 26'Hx40'W, with 6' polypropylene ballasted float. Rugged, commercial grade construction stainless steel turbine pumps/motors. Precision machined brass/stainless steel display nozzles with defined patterns. NEMA 3R control panel with Class A GFCI. Deposit must be received prior to installation; unless otherwise noted.

**\*EXCLUDES ANY ON-SHORE ELECTRICAL WORK, TRENCHING OR CONDUIT.**

- B. CUSTOMER agrees to pay THE LAKE DOCTORS, its agents or assigns, the following sum for specified equipment:

1.	5hp 230volt 1 phase Vertex TriTier (26'H X 40'W) floating fountain	\$	12,880.00
	Existing 400' of #6/4 motor cable to be used		
2.	4 X 43W White LED Lighting System	\$	4,117.00
3.	Control Panel with Class A GFCI Protection	\$	INCLUDED
4.	4 Year Manufacturer's Warranty on fountain components & 2 Years on LED Lighting	\$	INCLUDED
5.	Discount	\$	(850.00)
7.	Delivery, Shipping and Anchoring in lake*	\$	900.00
	<b>Total of Services Accepted</b>	<b>\$</b>	<b>16,947.00</b>

**A deposit of \$8,473.50 shall be payable upon execution of this Agreement.** The balance shall be payable **upon installation**, plus any taxes, including sales use taxes, fees or charges that are imposed by any governmental body relating to the service provided under this Agreement. **THE LAKE DOCTORS** considers this sale as made in Florida and is not responsible for the payment of any out-of-state (non-Florida) taxes except as required by law.

- C. THE LAKE DOCTORS agrees to sell only products with a demonstrated reliability and quality.  
D. THE LAKE DOCTORS agrees to supply equipment within **forty-five (45) business days**, subject to availability, with receipt of this executed Agreement and required advance deposit.  
E. The offer contained herein is withdrawn and this Agreement shall have no further force and effect unless executed and returned by CUSTOMER to THE LAKE DOCTORS on or before **March 9, 2023**.  
F. The terms and conditions form an integral part of this Agreement, and CUSTOMER hereby acknowledges that he has read and is familiar with the contents thereof. Agreement must be returned in its entirety to be considered valid.

THE LAKE DOCTORS, INC.

CUSTOMER

Signed \_\_\_\_\_ Dated \_\_\_\_\_

Mark A. Seymour, Sales Manager

Name \_\_\_\_\_



# TERMS AND CONDITIONS

1. Equipment sold by THE LAKE DOCTORS is warranted to be free from defects in materials and workmanship per warranty of the respective equipment manufacturers. For details, see MANUFACTURER's warranty.

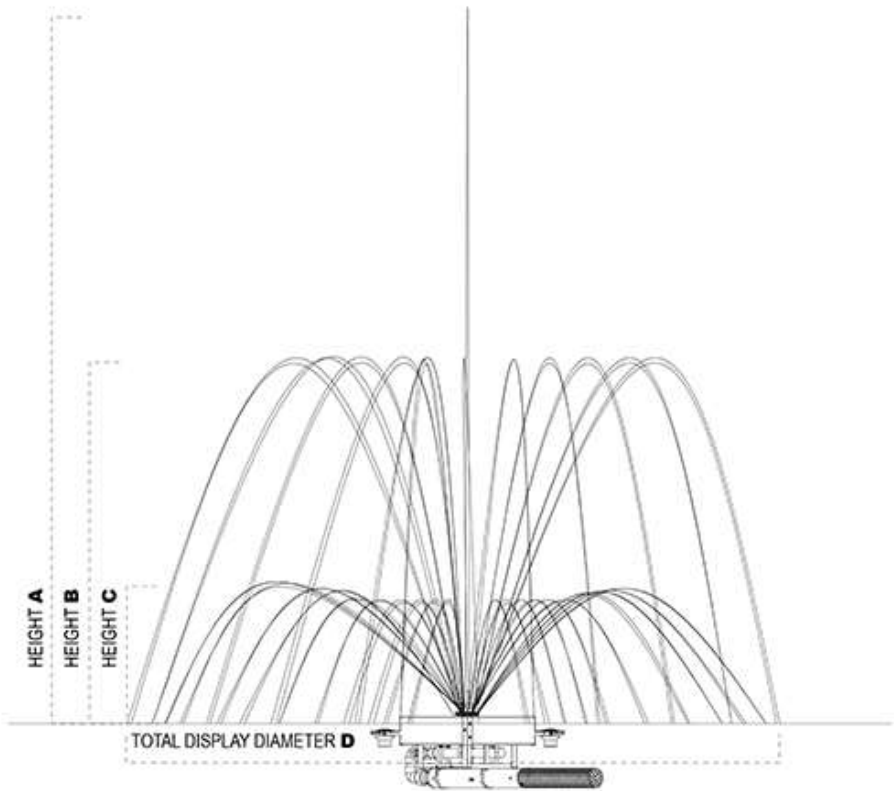
**Fountains:** 4 Years

**Light Sets:** 2 Years

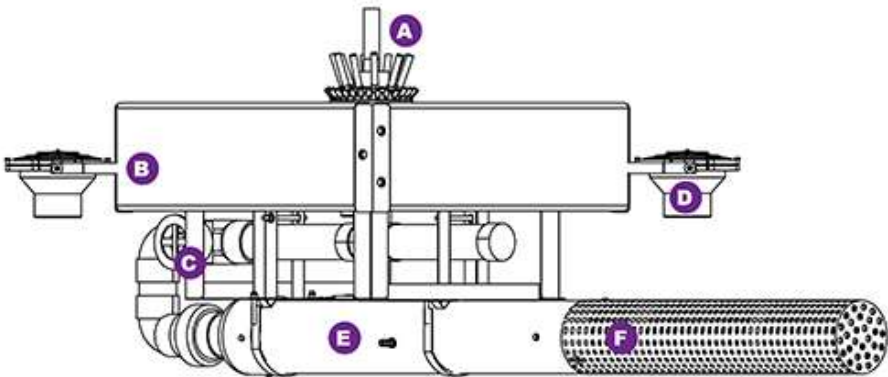
**Controls:** 1 Year

The liability is limited to the repair or replacement of such items deemed by MANUFACTURER to be defective and will not include items damaged by misuse, vandalism, theft, acts of God or other causes. CUSTOMER shall bear the cost of delivering such defective items to THE LAKE DOCTORS or MANUFACTURER for repair. Any repairs, alteration or modifications made by anyone other than an authorized representative of THE LAKE DOCTORS or MANUFACTURER will void the warranty. Warranty work will not be performed or paid for by THE LAKE DOCTORS or MANUFACTURER unless all past due balances are paid in full. No warranty is made or implied regarding the ability of the equipment to control algae, prevent fish kills, control odors or other performance criteria not directly related to proper mechanical function of the equipment.

2. Failure to follow the MANUFACTURER's required maintenance may void warranty.
3. Items not covered under our warranty will be treated and billed as regular service calls. Examples of non-warranty work include cleaning of light lenses, unclogging of nozzles and filters, valve adjustments, resetting tripped breakers.
4. CUSTOMER shall be responsible for providing proper electrical power and performing electrical hookups. All electrical work shall meet all applicable governmental requirements. Said power shall be supplied to a designated site agreed upon by THE LAKE DOCTORS and CUSTOMER and generally within 30' or less of lake or ponds edge. In all cases, power supplied should be in accordance with Article 680 and other appropriate provisions of the National Electrical Code including the use of ground fault circuit interrupter-type breakers on each submersible equipment circuit above 15 volts between conductors. It shall be CUSTOMER'S responsibility to ensure that proposed equipment to be supplied by THE LAKE DOCTORS meets all other governmental standards, including but not limited to, local electrical codes, building codes, etc. Additionally, CUSTOMER shall be responsible for obtaining any necessary permits.
5. Due to possible electrical shock hazards resulting from improper functioning of defective equipment, THE LAKE DOCTORS strongly advises CUSTOMER and other responsible parties to prohibit swimming and wading in ponds or bodies of water in which electrical equipment has been installed. Posted notice is advised.
6. THE LAKE DOCTORS does not assume any liability whatsoever for damages, losses or conditions arising from improper use or maintenance of equipment installed by THE LAKE DOCTORS or MANUFACTURER. Furthermore, THE LAKE DOCTORS and MANUFACTURER assumes no liability whatsoever for damages, losses or conditions arising from equipment purchased from THE LAKE DOCTORS and improperly installed, used or maintained by CUSTOMER or others.
7. THE LAKE DOCTORS agrees to hold CUSTOMER harmless from any loss, damage or claims arising out of the sole negligence of THE LAKE DOCTORS. However, THE LAKE DOCTORS shall in no event be liable to CUSTOMER, or others, for indirect, special or consequential damages.
8. Neither party shall be responsible in damages, penalties or otherwise for any failure or delay in the performance of any of its obligations hereunder caused by strikes, riots, war, acts of God, accidents, governmental orders and regulations, curtailment or failure to obtain sufficient material, or other force majeure condition (whether or not of the same class or kind as those set forth above) beyond its reasonable control and which, by the exercise of due diligence, it is unable to overcome.
9. THE LAKE DOCTORS shall maintain the following insurance coverage and limits: (a) Workman's Compensation with statutory limits; (b) Automobile Liability; (c) Comprehensive General Liability, including Pollution Liability, Property Damage, Completed Operations and Product Liability. A Certificate of Insurance will be provided upon request. A Certificate of Insurance naming CUSTOMER as "Additional Insured" may be provided at CUSTOMER'S request. CUSTOMER agrees to pay for any additional costs of insurance requirements over and above that provided by THE LAKE DOCTORS.
10. This Agreement is not assignable by CUSTOMER except upon prior written consent by THE LAKE DOCTORS.
11. Termination of Agreement in writing by CUSTOMER after initiation of Agreement will be subject to a 20% restocking fee plus all shipping costs and subject to a charge equal to time and materials expended upon time of cancellation.
12. Quotations are made and orders accepted on a firm price basis provided customer authorizes shipment and delivery within a period of forty-five (45) days after execution of Sales Agreement. Orders shipped after ninety (90) days are subject to prices in effect on date of shipment. All shipments F.O.B. shipping point.
13. Special or custom orders are not returnable for credit. A special or custom order is defined by THE LAKE DOCTORS as any order deviating from, or modified from, standard items, kits or systems. This shall include any component or system custom built to buyer's specifications.
14. This Agreement constitutes the entire agreement of the parties hereto and shall be valid upon acceptance by THE LAKE DOCTORS Corporate Office. No oral or written alterations or modifications of the terms contained herein shall be valid unless made in writing and accepted by an authorized representative of both THE LAKE DOCTORS and CUSTOMER.
15. THE LAKE DOCTORS reserves the right to impose a monthly service charge on past due balances. CUSTOMER agrees to reimburse THE LAKE DOCTORS for all processing fees for registering with third party companies for compliance monitoring services.
16. Should it become necessary for THE LAKE DOCTORS to bring action for collection of monies due and owing under this Agreement, CUSTOMER agrees to pay collection costs, including, but not limited to, reasonable attorneys' fees (including those on appeal) and court costs, and all other expenses incurred by THE LAKE DOCTORS resulting from such collection action.
17. If the scope of work changes after the execution of the Agreement, the Agreement can be cancelled or the customer will assume any additional cost to complete the modified agreement.



TRITIER FOUNTAIN	
<b>A</b>	PRECISION MACHINED BRASS/BRONZE DISPLAY NOZZLES
<b>B</b>	POLYPROYLENE FLOTATION ASSEMBLY
<b>C</b>	WELDED STAINLESS STEEL FRAMEWORK
<b>D</b>	CAST BRONZE/STAINLESS STEEL LIGHT FIXTURES
<b>E</b>	TURBINE PUMP MOTOR ASSEMBLY
<b>F</b>	STAINLESS STEEL INTAKE SCREEN







**The Lake Doctors, Inc.**  
Aquatic Management Services

Corporate Offices  
3543 State Road 419  
Winter Springs, FL 32708  
1-800-666-5253  
lakes@lakedoctors.com  
www.lakedoctors.com

## Sales Agreement Aqua Control

**MAS707136**

This Agreement, made this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_ is between The Lake Doctors, Inc., a Florida Corporation, hereinafter called "THE LAKE DOCTORS" and

**PROPERTY NAME (Community/Business/Individual)** \_\_\_\_\_

**MANAGEMENT COMPANY** \_\_\_\_\_

**INVOICING ADDRESS** \_\_\_\_\_

**CITY** \_\_\_\_\_ **STATE** \_\_\_\_\_ **ZIP** \_\_\_\_\_ **PHONE ( )** \_\_\_\_\_

**EMAIL ADDRESS** \_\_\_\_\_ **EMAIL INVOICE: YES OR NO**

**THIRD PARTY COMPLIANCE/REGISTRATION: YES OR NO**      **THIRD PARTY INVOICING PORTAL: YES OR NO**

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

Hereinafter called "CUSTOMER"

**PURCHASE ORDER #:** \_\_\_\_\_

The parties hereto agree to follows:

- A. THE LAKE DOCTORS agrees to install or supply the following equipment in accordance with the terms and conditions of this Agreement in the following locations(s):

**One (1) AquaControl Select Series Fountain for Sampson Creek Community Development District, St. Augustine FL**

Includes 5hp 230V 1 Phase fountain, FLEUR DE LIS nozzle high performance stainless-steel pump/motor components and intake screen. UL Listed NEMA 3R metal control panel with safety disconnect switch, GFCI protection, 24-hr pump and light timers, motor capacitors and resettable overloads. Deposit must be received prior to installation; unless otherwise noted.

\*EXCLUDES ANY ON-SHORE ELECTRICALWORK, SUPPLY, CONTROLS MOUNTING., IF REQUIRED

- B. CUSTOMER agrees to pay THE LAKE DOCTORS, its agents or assigns, the following sum for specified equipment:

1.	5hp 230V 1 Phase Aquacontrol SS Fleur de Lis fountain	\$ 10,608.00
2.	Existing 400' of #6/4 motor cable to be used. Requires new submersible connector	\$ 700.00
3.	New 6 X 30W Clear LED Lighting	\$ 2,803.00
4.	Shipping, Assembly, Delivery and Anchoring in lake*	\$ 1,300.00
6.	New Control Panel with mechanical timers and GFCI & EPD protection	\$ INCLUDED
7.	5 Year Fountain Warranty and 3 Years on LED Lighting and new control panel	\$ INCLUDED
8.	7.5% Sales Tax	\$ Exempt
	<b>Total of Services Accepted</b>	<b>\$ 15,411.00</b>

**A deposit of \$7,705.50.00 shall be payable upon execution of this Agreement.** The balance shall be payable **upon installation**, plus any taxes, including sales use taxes, fees or charges that are imposed by any governmental body relating to the service provided under this Agreement. **THE LAKE DOCTORS** considers this sale as made in Florida and is not responsible for the payment of any out-of-state (non-Florida) taxes except as required by law.

- C. THE LAKE DOCTORS agrees to sell only products with a demonstrated reliability and quality.
- D. THE LAKE DOCTORS agrees to supply equipment within **forty-five (45) business days**, subject to availability, with receipt of this executed Agreement and required advance deposit.
- E. The offer contained herein is withdrawn and this Agreement shall have no further force and effect unless executed and returned by CUSTOMER to THE LAKE DOCTORS on or before March 7, 2023.
- F. The terms and conditions form an integral part of this Agreement, and CUSTOMER hereby acknowledges that he has read and is familiar with the contents thereof. Agreement must be returned in its entirety to be considered valid.

THE LAKE DOCTORS, INC.

CUSTOMER

Mark A. Seymour, Sales Manager

Signed \_\_\_\_\_ Dated \_\_\_\_\_  
Name \_\_\_\_\_

# TERMS AND CONDITIONS

1. Equipment sold by THE LAKE DOCTORS is warranted to be free from defects in materials and workmanship per warranty of the respective equipment manufacturers. For details, see Manufacturer's warranty. **AQUA CONTROL** warranties remain as below:

## Select Series 2

- 3 Year or 5 Year extended; Limited Warranty

## Titan Series

- 4 Year Limited Warranty

## Select Series

- 5 Year Limited Warranty, 3 Years LED lighting and control panel

The liability is limited to the repair or replacement of such items deemed by MANUFACTURER to be defective and will not include items damaged by misuse, vandalism, theft, acts of God or other causes. CUSTOMER shall bear the cost of delivering such defective items to THE LAKE DOCTORS or MANUFACTURER for repair. Any repairs, alteration or modifications made by anyone other than an authorized representative of THE LAKE DOCTORS or MANUFACTURER will void the warranty. Warranty work will not be performed or paid for by THE LAKE DOCTORS or MANUFACTURER unless all past due balances are paid in full. No warranty is made or implied regarding the ability of the equipment to control algae, prevent fish kills, control odors or other performance criteria not directly related to proper mechanical function of the equipment.

2. Failure to follow the MANUFACTURER's required maintenance may void warranty.
3. Items not covered under our warranty will be treated and billed as regular service calls. Examples of non-warranty work include cleaning of light lenses, unclogging of nozzles and filters, valve adjustments, resetting tripped breakers.
4. CUSTOMER shall be responsible for providing proper electrical power and performing electrical hookups. All electrical work shall meet all applicable governmental requirements. Said power shall be supplied to a designated site agreed upon by THE LAKE DOCTORS and CUSTOMER and generally within 30' or less of lake or ponds edge. In all cases, power supplied should be in accordance with Article 680 and other appropriate provisions of the National Electrical Code including the use of ground fault circuit interrupter-type breakers on each submersible equipment circuit above 15 volts between conductors. It shall be CUSTOMER'S responsibility to ensure that proposed equipment to be supplied by THE LAKE DOCTORS meets all other governmental standards, including but not limited to, local electrical codes, building codes, etc. Additionally, CUSTOMER shall be responsible for obtaining any necessary permits.
5. Due to possible electrical shock hazards resulting from improper functioning of defective equipment, THE LAKE DOCTORS strongly advises CUSTOMER and other responsible parties to prohibit swimming and wading in ponds or bodies of water in which electrical equipment has been installed. Posted notice is advised.
6. THE LAKE DOCTORS does not assume any liability whatsoever for damages, losses or conditions arising from improper use or maintenance of equipment installed by THE LAKE DOCTORS or MANUFACTURER. Furthermore, THE LAKE DOCTORS and MANUFACTURER assumes no liability whatsoever for damages, losses or conditions arising from equipment purchased from THE LAKE DOCTORS and improperly installed, used or maintained by CUSTOMER or others.
7. THE LAKE DOCTORS agrees to hold CUSTOMER harmless from any loss, damage or claims arising out of the sole negligence of THE LAKE DOCTORS. However, THE LAKE DOCTORS shall in no event be liable to CUSTOMER, or others, for indirect, special or consequential damages.
8. Neither party shall be responsible in damages, penalties or otherwise for any failure or delay in the performance of any of its obligations hereunder caused by strikes, riots, war, acts of God, accidents, governmental orders and regulations, curtailment or failure to obtain sufficient material, or other force majeure condition (whether or not of the same class or kind as those set forth above) beyond its reasonable control and which, by the exercise of due diligence, it is unable to overcome.
9. THE LAKE DOCTORS shall maintain the following insurance coverage and limits: (a) Workman's Compensation with statutory limits; (b) Automobile Liability; (c) Comprehensive General Liability, including Pollution Liability, Property Damage, Completed Operations and Product Liability. A Certificate of Insurance will be provided upon request. A Certificate of Insurance naming CUSTOMER as "Additional Insured" may be provided at CUSTOMER'S request. CUSTOMER agrees to pay for any additional costs of insurance requirements over and above that provided by THE LAKE DOCTORS.
10. This Agreement is not assignable by CUSTOMER except upon prior written consent by THE LAKE DOCTORS.
11. Termination of Agreement in writing by CUSTOMER after initiation of Agreement will be subject to a 20% restocking fee plus all shipping costs and subject to a charge equal to time and materials expended upon time of cancellation.
12. Quotations are made and orders accepted on a firm price basis provided customer authorizes shipment and delivery within a period of forty-five (45) days after execution of Sales Agreement. Orders shipped after ninety (90) days are subject to prices in effect on date of shipment. All shipments F.O.B. shipping point.
13. Special or custom orders are not returnable for credit. A special or custom order is defined by THE LAKE DOCTORS as any order deviating from, or modified from, standard items, kits or systems. This shall include any component or system custom built to buyer's specifications.
14. This Agreement constitutes the entire agreement of the parties hereto and shall be valid upon acceptance by THE LAKE DOCTORS Corporate Office. No oral or written alterations or modifications of the terms contained herein shall be valid unless made in writing and accepted by an authorized representative of both THE LAKE DOCTORS and CUSTOMER.
15. THE LAKE DOCTORS reserves the right to impose a monthly service charge on past due balances. CUSTOMER agrees to reimburse THE LAKE DOCTORS for all processing fees for registering with third party companies for compliance monitoring services.
16. Should it become necessary for THE LAKE DOCTORS to bring action for collection of monies due and owing under this Agreement, CUSTOMER agrees to pay collection costs, including, but not limited to, reasonable attorneys' fees (including those on appeal) and court costs, and all other expenses incurred by THE LAKE DOCTORS resulting from such collection action.
17. If the scope of work changes after the execution of the Agreement, the Agreement can be cancelled or the customer will assume any additional cost to complete the modified agreement.





Select™ Series: 1 HP - 5 HP Fountains **FLEUR DE LIS**

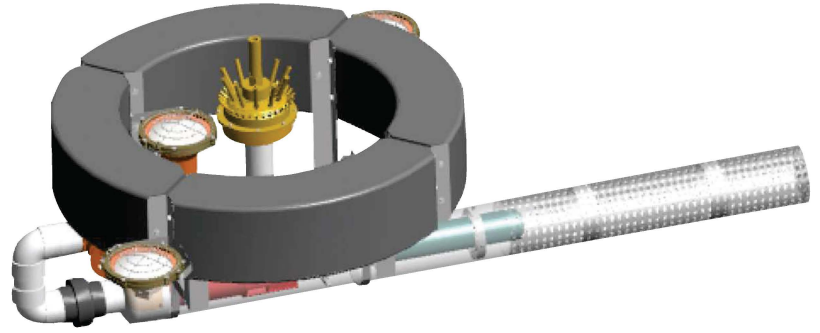
The Fleur de Lis has a high, smooth, narrow, center stream surrounded by an 8 stream intermediate arching pattern that in turn is surrounded by 8 lower and wider arching streams. This creates a pyramid effect.

HP	PERFORMANCE			DEPTH		AMPS				KW
2S = 2 Stage	Height (ft.)	Diameter (ft.)	Output (GPM)	Min. Operating Water Depth (in.)		Single Phase	Three Phase			Power Usage
				Vert.	Horiz.	240V	208V	230V	460V	
1	20	30	140	52	28	10	5	5	3	2
2	24	35	160	56	28	13	9	9	5	3
3	27	40	180	56	28	17	13	12	7	4
5	35	48	210	62	28	28	21	20	11	6





# Vertex TriTier™



One of the most delicate and aesthetic displays offered. The dramatic TriTier™ pattern, with its floral arches created by an all brass precision machined nozzle is available in heights from 20' to 40'.

HP	1ST HT	2ND HT	3RD HT	DIA	1 Phase (V)	3 Phase (V)		
2	18'	8'	4'	20'	230	208	230	460
3	23'	10'	5'	25'	230	208	230	460
5	26'	12'	6'	40'	230	208	230	460
7.5	30'	15'	7'	45'	230	208	230	460
10	35'	17'	8'	50'	230	208	230	460
15	40'	20'	10'	55'	230	208	230	460





## *SEVENTH ORDER OF BUSINESS*

# RIVERSIDE MANAGEMENT SERVICES

## Company Profile

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*9655 Florida Mining Boulevard West*

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*9655 Florida Mining Boulevard West*

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## – INTRODUCTION –

*Riverside Management Services, Inc. (RMS) was established in June 2009 to provide dependable, comprehensive, and cost-effective amenity management and maintenance services for master planned residential communities in the greater Jacksonville area on a reliable, timely and professional basis.*

The personnel involved in RMS have decades of experience in all aspects of property management. RMS has approximately 24 full-time, 12 part-time, and includes 30+ seasonal employees (further detailed in the organizational chart on page 11). The operations office is centrally located at the intersection of I-95 and southern part of I-295 for efficient access to all our clients in the Jacksonville area.

The various services provided by RMS include (but are not limited to) contract administration and inspection, maintenance bid document preparation, janitorial, pool maintenance, amenity center management, special event hosting, lifeguarding, pool attendants, residential and commercial pressure washing, painting, trash removal, restoration of facilities and equipment, and more. The wide range of services detailed in this company profile makes RMS the most complete, dependable, professional, and cost-effective choice for maintenance services for communities in the Jacksonville area including Clay, Flagler, Nassau, and St. Johns counties.

**Riverside  
Management  
Services, Inc.  
provides  
various levels  
of services  
in the  
Jacksonville  
area including  
Clay, Flagler,  
Nassau, and  
St. Johns  
counties.**



# — SERVICES —

*The following is a general description of the numerous services provided by RMS which can be customized to meet the unique needs and requirements of each community we serve.*

## Field Operations

Most communities contract with outside organizations to perform certain maintenance responsibilities along with other field operations that require oversight and direct management. The contracts are generally complicated and detailed, requiring oversight and expertise to ensure the services contracted for are being performed. RMS has the experienced personnel to provide what we refer to as Field Operations, which includes but is not limited to the following services:



- Landscape maintenance
- Lake maintenance
- Utility accounts
- Field operations budget
- Site inspections
- Monthly communal area light inspections
- Meeting with contractors/service providers
- Attend Board of Supervisors meetings
- Provide an Operations Memorandum outlining all field related activity
- Prepare maintenance plan for any future community infrastructure
- Communicate with residents regarding community related issues.
- Provide proposals for maintenance services and repairs
- Develop, prepare, and conduct bidding process for maintenance services required by client.
- Depending on the needs of the community, services will be tailored to not only meet but exceed those expectations.
- Capital Projects Management pricing and proposals can be provided based upon each specific individual project.



# Fitness Center Management

The Fitness Center Management shall have the responsibilities of overseeing personal fitness training, aerobics classes, assist POA Manager in planning and implementing social events, etc. RMS will create a unique schedule to accommodate the needs of our clients which can include following:



Adults comprising body composition assessment, strength, and flexibility testing, exercise programs, weight & resistance training and nutritional guidance.

- Offer and promote Aerobics classes, including Pilates.



## Kids Fitness



- The Fitness Center Management will monitor and report fitness center entries and users.
- Hire and complete initial training for fitness center staff as well as conduct ongoing staff training.
- The Fitness Center Management will provide a fully array of management services.
- Offer and promote Adult Fitness Instruction and Training programs ranging from initial analysis to program implementation to include comprehensive fitness and appraisal for
  - RMS can offer Children's Fitness Instruction classes beginning with infants to toddlers in tumbling classes. If desired, Karate can be offered for ages 3 and up.
  - Inspect Fitness Center and surrounding areas for lighting issues and debris removal.
  - Inspections include recommendations to improve safety and minimize potential hazards in order to prevent accidents from occurring.
  - Ensure all Personal Trainers and Fitness Instructors are current on their certifications, including CPR and First Aid.
    - Inventory cleaning products, paper products, office and first aid supplies.
  - Train and monitor Receptionist to ensure all members and guests are satisfied when using the Fitness Center
  - Greet all members and guests and provide assistance as necessary
  - Schedule personal fitness instruction and massage therapy
  - Maintain facility cleanliness, clean and fold towels and maintain Locker Room cleanliness
- Ensure Fitness Instructors can offer a variety of classes, such as: aerobics, personal training, resistance training and exercise for special population (i.e., senior and youth).
- Fitness staff to set up and maintain fitness equipment, distribute handouts and/or evaluations, advise members and guests about class policies and procedures and track clients' progress.
- Ensures all participants and clients adhere to safety and injury prevention policies and procedures

*continued on page 5*



*continued from page 4*

- Hires and trains all instructors and trainers, implements an “in-service” program that includes a review of the EAP (Emergency Action Plan), CPR, First Aid, AED device, facility safety, crisis plan and customer service procedures.
- Prepare report for recommendations regarding modifications/updates to the policies and procedures as needed.
- Interactions regarding budgeting, maintenance recommendations, social event assistance and communication with the Board of Supervisors and POA.
- Interface with members and clients for class and/or personal training payments.
- Fitness Center Programming is a critical component to satisfying every community. Input from the Board of Supervisors and residents will be sought regarding the selections of activities, classes, etc.
- Youth activities can be included and are not limited to summer camp, teen scene, and numerous sports leagues.

*Additional staffing, organizing, purchasing, planning, set up and cleaning for special events shall be invoiced at an additional hourly rate. Please inquire regarding rates or special needs.*



## SAMPLE SOCIAL EVENTS

Social events are for all residents and open to the public and can be a critical component to the culture of the communities we serve. Below are some examples of events currently provided at other communities that RMS has previously assisted in staffing.

### Fall Festival

A fall celebration featuring hayrides, craft tables, carnival games, contests, bounce houses and other activities.

### Winter Celebration

A holiday celebration including pictures with Santa, trolley rides, holiday decorations, cookies, hot chocolate and coffee.

### Spring Fling

Easter egg hunt, pictures with the Easter bunny, and a petting zoo. Bounce house, dunk tank, etc. can also be provided.

### Ice Cream Social

Ice cream and beverages with contests, raffles and games.

### Kids Night Out/Teen Scene

DJ, games, food, drinks and more!

### Dive-in Movie

Enjoy a movie by the pool! Snacks and beverages will be served while you sit back, relax & enjoy the show.

### Summer Camp

Each week can feature an array of art activities, sports, games, and a field trip. Campers are provided a t-shirt, daily snacks, and extended care. A similar camp can also be provided during Spring & Winter Breaks.

## Clubs, Classes & More!

- 5-K & 10-K Races
- Annual Corn Hole Tournament
- Memorial Day BBQ
- Lifeguard Classes
- Fourth of July Celebration
- Tiny Tots Soccer
- Spring/Fall Soccer Programs
- CPR, First Aid & AED Class
- Kentucky Derby Party
- Community Garage Sales
- Veteran's Day Camp & Party
- President's Day Camp
- Food Truck Fridays
- Super Bowl Party
- Polar Plunge/Chili Cook-off
- Tutoring
- Spring Break Kick-off Party
- Jaguar Game Party
- Painting with a Twist
- Family Camp-out Night
- Farmer's Market
- Cooking Classes
- Wine Down Wednesday
- Live Music
- Zumba/Karate Classes
- Thursday Trivia
- Local Business Marketing Day
- Glow in the Dark Halloween
- Egg Hunt
- Labor Day Luau
- Cinco de Mayo Fiesta
- St. Patty's Day Celebration
- Blues/Jazz Festival
- Community Block Party
- Comedy Night
- Wii/Xbox Competitions
- Lantern Festival
- Monthly Awareness Highlight
- CrossFit/Boot Camp





## Pool Maintenance

RMS has six certified pool operators qualified to provide commercial pool maintenance services. Services are customized to meet each client's needs based upon seasonal factors and usage. Generally, the services include the following:

- Service 3 days per week (Summer Months)
- Service 2 days per week (Winter Months)
- Pool vacuuming and Skimming
- Brushing tiles
- Pool and equipment inspections
- Cleaning of filters
- Chemical balance (Chlorine, PH, Alkalinity, Sequestrant)
- Blow off pool deck
- Chemicals provided by client
- Emergency call out services to be invoiced separately

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## LIFEGUARDING



RMS Lifeguards are American Red Cross certified in Lifeguarding, CPR, First Aid and AED for Adults, Infants and Children. For best results, RMS lifeguards shall be at least 16 years of age and perform standard duties associated with an aquatic facility. The District will only be invoiced for actual hours of service.

### A. Responsibility:

- The primary responsibility of our lifeguards is to prevent drowning and other injuries from occurring through continuous surveillance, eliminating hazardous behaviors, enforcing facility rules and regulations, recognizing and responding quickly to emergencies, and working as a team with facility staff and management.
- RMS Lifeguards will be "Rescue Ready" at all times and report unsafe conditions.
- Complete daily pool logs, equipment checklist and necessary forms that correspond with daily activities and incidents.

*continued on page 8*



*continued from page 7*

- Complete required in-service training to review EAP, CPR, First Aid, AED and all rescue procedures.
- Straighten pool deck furniture, wipe tables, removing debris from pool deck area and walkways, replacing trashcan liners (as time permits) and maintaining restroom cleanliness and supplies, are all secondary responsibilities.
- Lifeguards shall be visited frequently by the Aquatics Director and/or Supervisor. Other secondary responsibilities of lifeguards include, but are not limited to:
  - Cleaning pool tiles as time permits
  - Inspecting and maintaining First Aid supplies
  - Inspecting the slide and slide structure before opening pool
  - Testing pH and chlorine levels to maintain Health Department requirements (Twice daily)
  - Skimming pool



## **B. Staffing Approach**

- In the event of inclement weather, staff will follow and enforce community policies. If the weather is predicted to persist throughout the day, the Fitness Center Manager shall direct staff accordingly. If the Fitness Center Manager is not on-site, the Aquatic Supervisor will be contacted.
- If at any time that the Board of Supervisors would like to adjust the hours and/or days of service, RMS respectfully requests a two-week notice to modify the schedule.
- Additional lifeguard/deck monitor services can be provided at an hourly rate.



## **C. Schedule**

- RMS understands the need for flexibility in order to meet the needs of each community and will provide the necessary staffing in order to provide the services based upon the operating hours of the community.
- RMS can assist the community in developing operating hours based upon schedules established by similar communities in the area.



## Maintenance Personnel

Every community has continuous needs for various maintenance requirements throughout the year. One of the many questions a community may ask is, “who will perform the maintenance service, how much it will cost and when will it be completed?”

RMS has a strong team of experienced, dedicated, and hardworking maintenance personnel with the ability to timely respond to most all maintenance issues throughout the community on a cost-effective basis. Some of the services include but not limited to the following:



- Lighting inspections and replacements
- Property inspections and trash removal
- Inspect and remove debris from lakes and outfall structures
- Inspect and clean pet receptacles
- Wildlife relocation program
- Paint facilities
- Refurbish spray ground & playground equipment
- Fence repairs
- Grinding of sidewalks (trip hazards)
- Fitness equipment preventive maintenance



## General Provisions

- RMS shall provide, at no cost, company uniforms to all personnel providing maintenance services.
- Additional staffing can be provided at an hourly rate. Please inquire regarding rates.
- Costs incurred by RMS due to emergencies or unscheduled visits (i.e., vandalism, Acts of God, unsafe conditions, etc.) shall be invoiced at hourly rate, plus materials and mileage reimbursement. *Minimum of one (1) hour charge.*





## Pressure Washing

RMS has state-of-the-art equipment for pressure washing sidewalks, pool decks, buildings, fencing and other structures throughout the community. This is very beneficial to communities subject to vandalism and the quick response time to remove the damage created, as well as for facility preventative maintenance.



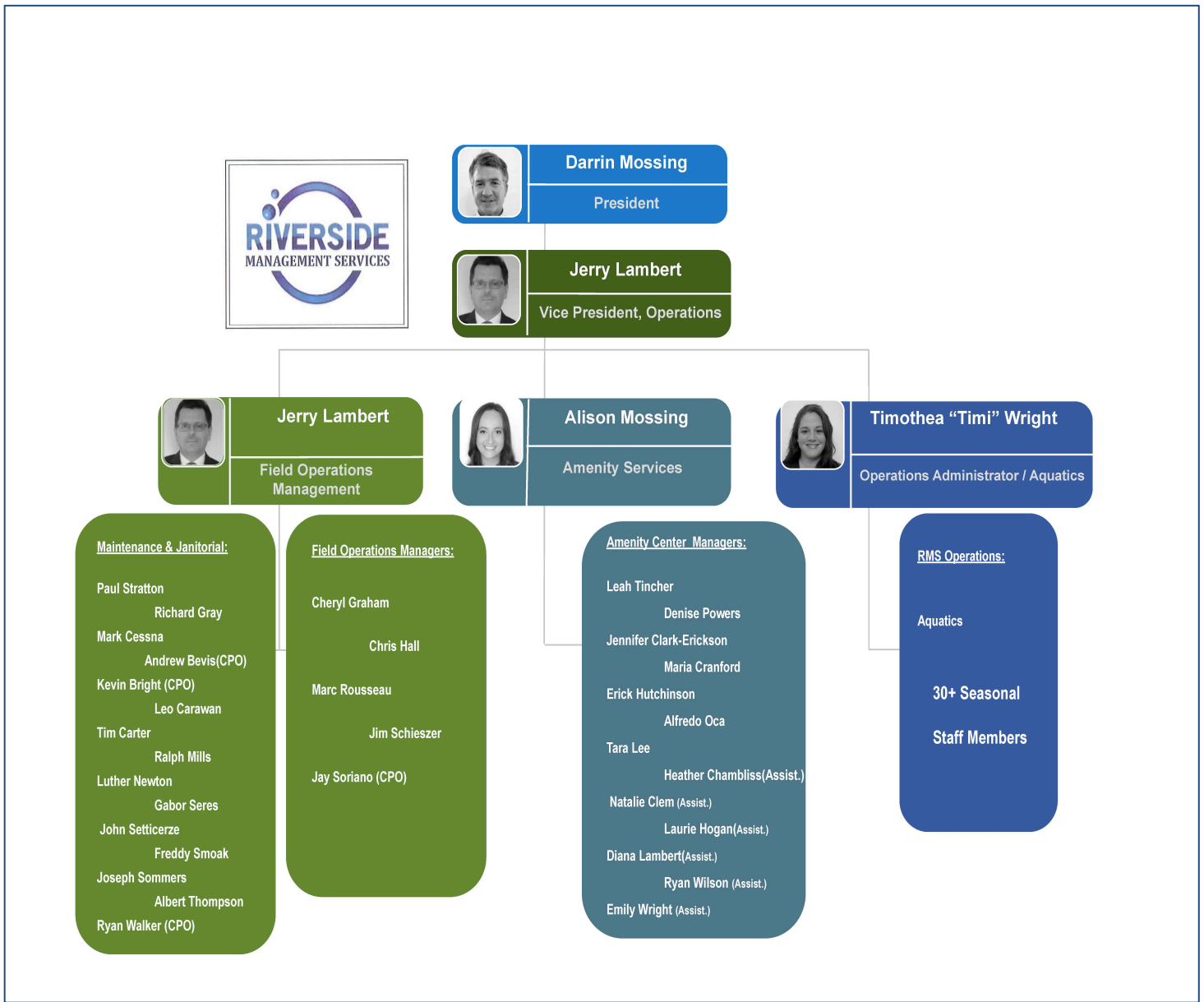
## Janitorial

RMS has reliable and dependable personnel providing janitorial services customized for each client based upon seasonal changes and level of use.

### Our services include:

- A schedule tailored for each community
- Sweep and mop tiled areas as necessary
- Clean restrooms, sinks, mirrors, fixtures, toilets, and urinals
- Clean interior windows, baseboards, wipe down walls and doors
- Clean and sanitize fitness equipment
- Remove debris and replace trashcan liners
- Restock supplies, paper products, etc. as needed
- Straighten deck furniture and blow off patio/deck
- Pick up trash and debris from the amenity and pool areas.
- Certifications by Cleaning Masterclass

# – RMS ORGANIZATION STRUCTURE –



*The various services previously detailed are provided by a dedicated team of employees and partners with decades of experience.*

*The RMS organizational chart above reflects the personnel by department area.*

*We flex this size of our organization to the needs of our clients throughout the year.*

# — LEADERSHIP TEAM — BIOGRAPHIES —



## **D**arrin Mossing – *President*

Darrin Mossing is the founder of the Riverside Management Services, Inc. organization. He is also the President of Governmental Management Services (GMS), a family of related companies responsible for the management of over 250 Community Development Districts, Property Owner Associations, various Special Taxing Districts and Special Purpose Entities. Mr. Mossing has a bachelor's degree in Accounting from Ohio University and has worked in the property management business for over 26 years.



## **J**erry Lambert – *Vice-President, Operations*

For 28 years Jerry Lambert was the manager of the Prototype Metal Development Center and worked at the Engineering R & D facility in Auburn Hills, Michigan with Faurecia Automotive Seating. He has widespread experience with welding, automotives and assembly. He was the manager of a Testing Facility, Quality Lab, and Shipping & Receiving Departments for 15 years. He held a Michigan Builders License and owned a construction business for 20 years for commercial building interior renovations. Jerry leads customer delivery functions for the RMS organization.

***"Coming together is a beginning. Keeping together is progress.  
Working together is success."  
-- Henry Ford***



## **A**lison Mossing – *Director of Amenity Management*

Alison Mossing relocated to Palm Coast, FL in 2021 from Nashville, TN to join the RMS organization. She graduated with her accounting degree from Middle Tennessee State University and spent the next four years working as an accountant in the entertainment industry in Nashville. Since joining the organization, Alison has been active in assisting with district accounting, recruiting, amenity center management and field reporting. Alison was recently promoted to the position of Director of Amenity Services, and now leads our Amenity Management Services practice.



## **T**imi Wright – *Operations Administrator & Aquatics Practice Lead*

Timothea "Timi" Wright is originally from Hawthorne, New York and graduated from Fordham University with a master's degree in early education. Prior to joining RMS, Timi was a Director of a Nursery/Day Care, where she managed the office, taught pre-kindergarten and kindergarten. She has experience managing theater, community, and high school groups of all ages. Timi joined RMS as Operations Administrator and now has over 10 years of administrative operations expertise. Timi assists with all RMS office operations, staff scheduling, correspondence, data management, and project coordination.



## — CLIENTS —

Client Name	County
Amelia Walk Community Development District	Nassau
Bannon Lakes Community Development District	St. Johns
Deer Run Community Development District	Flagler
Double Branch Community Development District - Amenity	Clay
Heron Isles Community Development District	Nassau
Meadowview Community Development District	St. Johns
Middle Village Community Development District	Clay
Pine Ridge Community Development District	Clay
Ridgewood Trails Community Development District	Clay
Rolling Hills Community Development District	Clay
Sampson Creek Community Development District	St. Johns
Six Mile Creek Community Development District	Clay
Sweetwater Creek Community Development District	St. Johns
Turnbull Creek Community Development District	St. Johns

## — REFERENCES —

### 1. Art Lancaster

### 2. Rob Lisotta



# Riverside Management Services, Inc.

9655 Florida Mining Blvd., Building 300, Suite 305, Jacksonville, FL 32257

## WORK AUTHORIZATION FOR SAMPSON CREEK COMMUNITY DEVELOPMENT DISTRICT FISCAL YEAR 2023 LIFEGUARDS

Riverside Management Services, Inc. ("RMS") was established in 2009 to provide master planned communities a level of amenity management/staffing, facility operations, maintenance, and lifeguard/gate monitor services that exceed homeowners' expectations. As a company, RMS provides aquatic services to several communities, including Meadowview Twin Creeks, Turnbull Creek, Rolling Hills, Pine Ridge Plantation and Ridgewood Trails.

### Lifeguards:

- Coverage includes
  - 3 lifeguards on duty the Spring Break March 11, 2023 to March 19, 2023 and weekends only from March 25, 2023 to May 28, 2023 from 11am to 6pm
  - 3 lifeguards on duty May 29, 2023 to August 6, 2023 Monday 12pm to 6pm, Tuesday to Sunday 11am to 6pm
  - 3 lifeguards on duty the weekends only August 12, 2023 to Labor Day, September 4, 2023 11am to 6pm
- Riverside Lifeguards are American Red Cross certified in Lifeguarding, Water Park Lifeguarding, CPR, First Aid and AED for Adults, Infants and Children.
- Responsibilities include but are not limited to the following:
  - Prevent drowning and other injuries from occurring through continuous surveillance, eliminating hazardous behaviors, enforcing facility rules and regulations, recognizing and responding quickly to emergencies and working as a team with facility staff and management.
  - RMS Lifeguards will be "Rescue Ready" at all times and report unsafe conditions to the Facility Supervisor.
  - Complete daily pool logs, equipment checklist and necessary forms that correspond with daily activities and incidents
  - In-service training to review EAP, CPR, First Aid, AED, on-land and in-water rescue procedures
  - Straightening pool deck furniture, wipe tables, removing debris from pool deck area and walkways, replacing trash can liners (as time permits) and maintaining restroom cleanliness and stocking of supplies are all secondary responsibilities of RMS Lifeguards
  - Inspecting the slide and the slide structure before opening pool
  - Testing pH and chlorine levels to maintain Health Department requirements (Twice daily)
- The District shall only be invoiced for actual hours of service
- The District to reimburse for miscellaneous lifeguard supplies

### General Provisions:

- RMS shall provide, at no charge to the District, company uniforms to all personnel providing these services.
- All RMS employees are subject to a background check, drug screening and physical.

### Pricing:

	FY2023 <u>Amount</u>
Lifeguards (Invoiced at \$18.50/hr)	\$38,924

\_\_\_\_\_  
Chairman, Sampson Creek CDD

\_\_\_\_\_  
Date

\_\_\_\_\_  
Riverside Management Services, Inc.

\_\_\_\_\_  
Date



Proposal for: **LIFEGUARD SERVICES**

# **Sampson Creek Community Development District**



**Vesta Property Services, Inc.**  
**245 Riverside Ave. #300**  
**Jacksonville, Florida 32202**  
**877-988-3782**



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February 2, 2023

Dear Sampson Creek CDD Board Members,

On behalf of Vesta Property Services, Inc., thank you for considering us as your contracted Aquatics Staffing Services partner. We greatly appreciate this opportunity to submit our proposal to once again help enhance your residents' safe enjoyment of your aquatics facilities.

At Vesta, we pride ourselves on our professionalism and long-term track record of sustained resident satisfaction. We understand that the District's amenities and lifestyle are important to all board members and residents, which is why we provide a fully-equipped aquatics staff that's always ready to fulfill your needs.

Since 1995, Vesta has been successfully providing contracted Aquatics Staffing Services for communities in Northeast Florida. Our success is based upon a team of seasoned and dedicated management professionals (representative Bios begin on Page 8) who support our client-communities by leveraging our knowledge, experience, and expertise – tailored to our in-depth understanding of each District's specific needs and priorities. This has been key to our success on your behalf at Sampson Creek CDD.

A couple of additional items to mention: (1) Vesta's standard practice continues to be that we invoice only for actual lifeguard staffing hours provided; and (2) year-in and year-out, Vesta's billing manages to stay within our Total Proposed Fee for the year, which we know is beneficial and important to our clientele.

Our enclosed proposal provides not only a detailed Scope-of-Service and associated Fee (beginning on Page 17), but also extensive background information about Vesta. We look forward to discussing our proposal and your needs further, in hopes of continuing our long-term and successful partnership with the District.

Sincerely,

Dan Fagen  
Director of Amenity Operations  
Vesta Property Services, Inc.  
245 Riverside Ave. #300  
Jacksonville, Florida 32202  
Tel. (904) 626-0375  
email: [dfagen@vestapropertyservices.com](mailto:dfagen@vestapropertyservices.com)



## ABOUT US

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Founded by J. Frank Surface in 1992 and headquartered in Jacksonville, Florida, Vesta has redefined outstanding property management with superior amenities programming, customized management in every community, and affordable, direct financing for planned-unit communities. Initially formed through the merger of several smaller, complimentary management companies, Vesta provides a single place where all community needs are fulfilled.



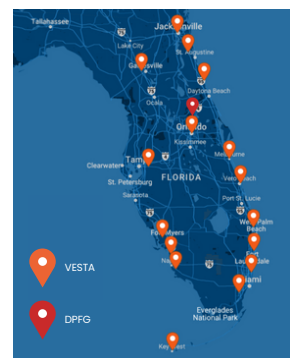
### OUR VISION

Vesta's vision is to provide planned-communities with exceptional lifestyle services, a superior community management experience, and strong financial support for developers and residents.

Our senior leadership and management teams are equipped with years of experience and expertise, which we leverage everyday on behalf of our valued clientele and frontline associates.

### OUR FOOTPRINT

In addition to our corporate headquarters in Jacksonville, Vesta has 16 professionally-staffed offices throughout the state. We successfully provide a wide range of professional community management services from Amelia Island to Key West, and nearly everywhere in between.





# CAPABILITIES

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## Amenity Management Services

Full-service management-and-staffing of community clubhouses and amenities, resident communication, and complete facilities maintenance services.



### Fitness & Spa Management

Turnkey management services on behalf of planned-community fitness and spa facilities, as well as related programming and ancillary services.



### Lifestyle Programming

Vesta develops and carries out creative and vibrant activities, programs, and special events for our residents of all demographics and interests, including competitive youth athletics leagues.



### Aquatics Services

A full range of services including Lifeguard staffing and training, Waterpark management, pool maintenance, and swim lessons.



### Food & Beverage Management

Turnkey operations of venues ranging from poolside snack bars and clubhouse cafes, to full-service restaurants and fine dining establishments.



# COMPANY OVERVIEW AND TIMELINE

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Originally incorporated as Point Management in 1973, Vesta Property Services, Inc. provides financing, management, and ancillary services to developers of planned-unit communities and resident associations in connection with clubhouses, golf courses, amenity and infrastructure facilities, and commercial real estate, as well as Special District and governmental agency management. Below is a summary company timeline.



**1992**

## | FOUNDER

Vesta is founded by Frank Surface. His pioneering vision continues to guide us: to offer amenity financing-and-management, creative lifestyle programming, and professional community management services - all under one umbrella, led by our best-in-class Management Team.



**1993**

## | KEY CLIENT-COMMUNITY

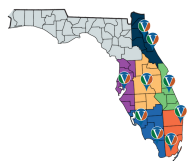
7,200-unit *Kings Point Golf & Country Club* in Delray Beach is our very first client. (We continue to proudly provide a range of satisfying management-and-lifestyle services for our flagship community to this day.)



**2011**

## | AMENITIES LEADERSHIP

Vesta acquires Florida's leading provider of amenities-and-aquatics management services - Jacksonville-based *Amenity Services Group, Inc.* - specializing in serving Community Development Districts throughout the state.



**Present Day**

## | CONTINUED GROWTH

After acquiring *DPFG Management & Consulting, LLC* in 2020, Vesta has 16 offices throughout Florida, manages over 650 communities and special districts, and employs over 1,200 dedicated associates on behalf of our clientele..







# LEADERSHIP TEAM

## **Jay King** **Regional Vice President**

Jay has more than 30 years' experience in management across varied private and public sectors. He served on a CDD Board for 8 years and has served on an HOA board since 2018.

He is responsible for overseeing and supporting our Northeast Zone which is comprised of 50+ communities, where our team provides a variety of services such as community management, amenity management, lifestyle (resident engagement, programming, events & athletics), aquatics, food and beverage, field operations, maintenance, and janitorial services.

## **Dan Fagen** **Director of Amenity Operations**

Dan has over 25 years of hospitality experience in the management of various private clubs and large amenity center recreation facilities. Dan joined Vesta in 2005 and during his tenure has worked as the onsite amenity manager at several premier communities in Northeast Florida.

As Director of Amenity Services for over 15 years, Dan provides close support to multiple large-contract amenity managers. Setting up and sharing best practices is part of his responsibilities, ensuring Vesta provides a high-quality service to the communities we serve.

## **Roy Deary** **Vice President, Business Development**

Since founding *Amenity Companies* in 1994, Roy has amassed decades of experience in planned-community operations and specialized services throughout Florida, and has been a pioneer in serving Community Development Districts since 1997. After Vesta acquired his companies in 2011, Roy served as president of our Property Management division from 2012-2014, and our Amenities & Lifestyle Division and District Services Division through 2021.

Since 2022, he has lead Vesta's *Business Development* team and continues to be joined by a team of professionals and associates in expertly marketing, managing, maintaining, and programming hundreds of first-class planned-communities throughout Florida.

# LEADERSHIP TEAM

*Contd.*

## **Ross Ruben** **Regional Lifestyle Director**

Ross has 20 years of events, programming and entertainment experience with MTV Networks, Universal Studios, Sea World Orlando and multiple top ranked entertainment and event companies on the East coast.

Ross joined Vesta in 2016 after serving as Julington Creek Plantation's Lifestyle Director for one year and was promoted to a Regional position at the end of 2017. He developed and oversees all programming that occurs at JCP today, including their highly-successful and sold out Summer Camp program.

## **Scott Smith** **Vice President, District Management Services**

Scott has excelled for over 20 years with extensive industry experience, having been a District Manager, HOA Manager, worked in the hospitality field, and most recently and extensively providing regional support for amenity operations across multiple regions in Florida. He has been with Vesta since 2020 and has worked closely in support of our frontline teams in our Greater Tampa, Orlando and Jacksonville markets.

He has recently transitioned to overseeing and supporting the District Management division for Vesta. Scott is also a graduate of the Leadership Tampa Bay class of 2020.

## **Patti Brown** **Director of Business Development**

Patti has enjoyed over 25 years in Florida's real estate management industry, with the last 18 in Community Association Management. Her community association management clients have included large master-planned communities, mixed-used development, gated communities, condominiums, townhomes, new construction, commercial, and marina management.

Patti attended Texas Tech University and received her Bachelor of Science in Psychology at University of Phoenix, and holds a Florida Real Estate license. She was named *Community Association Manager of the Year* for 2021 by the Northeast Florida chapter of Community Association Institute (CAI).

# LEADERSHIP TEAM

*Contd.*

## **David Surface** **Chief Executive Officer**

David has been the CEO of Vesta since 2020, overseeing the company's executive team and day-to-day operations. During the past decade, he has been significantly responsible for Vesta's strong growth by spearheading our mergers-and-acquisitions and strategic partnerships. As a result, Vesta has tripled in size during this period and achieved widespread recognition as a leading, full-service property management company in Florida.

His career experience includes all aspects of real estate, both commercial as well as residential. Prior to joining Vesta, David was managing partner for a real estate finance, management, and brokerage company serving institutional clients

## **Christine Richie** **Chief Accounting Officer**

Chrissy was appointed Corporate Controller in June 2013 to oversee the accounting functions and human resources administration for Vesta Property Services. She previously served as Chief Financial Officer for a multimillion-dollar healthcare provider operating in 14 states.

With over 25 years of leadership experience in corporate finance and accounting, Christine has developed accounting and financial infrastructure for multiple start-up companies that include accounting systems, compliance, and risk management, as well as implementation of employee benefit plans, employee policies and procedures, and training and organizational development.

## **Catherine Whyte** **Vice President of Human Resources**

Catherine joined Vesta in 2019 as Director of Human Resources and was appointed Vice President in 2021. She is a skilled and HR leader with over 20 years of HR management experience, encompassing both production and hospitality-service environments.

Catherine directs all aspects of Vesta's HR including compensation and benefits, talent acquisition, learning and development, HR engagement, legal compliance, and internal communications. She also oversees our comprehensive IT services throughout Florida.



A full-page photograph of a family of four (a man, a woman, and two young children) laughing and embracing each other outdoors. The scene is backlit by a bright, low sun, creating a warm, golden glow and lens flare effects. The family is positioned in the center-right of the frame, with the sun directly behind them. The woman is on the left, looking up and laughing. The man is in the center, also laughing with his mouth open. A young girl is on the right, leaning into the man. A young boy is on the far left, looking towards the camera and smiling. An orange rectangular box is overlaid on the lower half of the image, containing white text.

**We serve our residents, so  
you can love where you live . . .**

An aerial photograph of a resort community. In the foreground, there are several palm trees and a paved area. In the middle ground, a large, rectangular swimming pool with a blue cover is visible, surrounded by lounge chairs and palm trees. Behind the pool, there are tennis courts and more palm trees. In the background, there are more palm trees and a road. The overall scene is bright and sunny, suggesting a warm climate.

... in your community,  
every single day.



**“Vesta is committed to ensuring the residents enjoy their time at the amenity centers and provide a safe and friendly environment. The parties and events, newsletters, our custom mobile app, and other social media communications keep our residents engaged and well-informed throughout the year.”**

**– Jason Harrah, Board Supervisor; Durbin Crossing CDD, 2014 – Present**





# LOCAL EXPERIENCE

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**Project Name:** Julington Creek Plantation CDD  
**Project Type:** 5,800 homes  
**Location:** Saint Johns, Florida  
**Scope of Services:** Amenity Management & Staffing, Field Operations Management, Facility Maintenance Services, Turnkey Café Operation, Lifeguard Staffing, and Lifestyle Programs & Events.

**Project Name:** Beach CDD (“Tamaya”)  
**Project Type:** 1,000+ homes  
**Location:** Jacksonville, Florida  
**Scope of Services:** Amenity Management, Field Management & Maintenance Services, Lifestyle Programs.



**Project Name:** Durbin Crossing CDD  
**Project Type:** 2,600 homes  
**Location:** Saint Johns, FL  
**Scope of Services:** Amenity Management, Field Operations Management, Maintenance Services, Programs, Lifeguard Services, and Facility Monitoring.



**Project Name:** Bartram Springs CDD  
**Project Type:** 1,694 homes  
**Location:** Jacksonville, Florida  
**Scope of Services:** Amenity Management, Field Operations, Maintenance Services, Lifestyle Programs, and Lifeguard Services.



# LOCAL EXPERIENCE

---



**Project Name:** Rivers Edge CDD (RiverTown)

**Project Type:** 5,000 homes at build-out

**Location:** Saint Johns, Florida

**Scope of Services:** Amenity Management & Staffing, Field Operations Management, Facility Maintenance Services, Lifeguard Staffing, and Resident Programs for two amenity centers, including turnkey management of full-service café.

**Project Name:** Heritage Landing CDD

**Project Type:** 1,154 homes

**Location:** Saint Johns, Florida

**Scope of Services:** Amenity Management & Staffing, Field Operations Management and Grounds Maintenance Management, Maintenance Services, Programs, Lifeguard Services, and Facility Monitoring.



**Project Name:** Grand Haven CDD

**Project Type:** 1,895 homes

**Location:** Palm Coast, Florida

**Scope of Services:** Amenities Management, Restaurant & Bar Turn-key Operation, Facilities Maintenance, and Lifestyle Programs & Events.



**Project Name:** Tison's Landing CDD

**Project Type:** 700+ homes

**Location:** Jacksonville, Florida

**Scope of Services:** Amenity Mgt., Maintenance Services, Lifestyle Programs.





*"Movie Night." Julington Creek Plantation. June 2022.*



**"I'm very grateful for your stewardship that has supported and improved our community in so many ways. I'm thankful for our partnership with Vesta and the individual relationships I've built with each member of your team. It is a group committed to our success, with a willing spirit that consistently goes above-and-beyond to serve our residents."**

**– Chris Sexton, former Board Chairman; Julington Creek Plantation CDD**





## Proposal

### LIFEGUARD SCOPE-OF-SERVICES

#### Qualifications

All staff are American Red Cross certified in lifeguarding, water park lifeguarding, CPR, first aid, and AED for adults, infants, and children. The certification includes Water Safety, First Aid, and CPR training. All lifeguards will be a minimum of sixteen years old. Vesta Property Services has a dedicated team of Lifeguard instructors who hold an American Red Cross Lifeguarding Instructor certification allowing Vesta to directly train, certify and vet potential employees rather than subcontracting to a third party.

Vesta follows a "blended-learning" approach, which combines online and in-person training. The online material covers a variety of topics, including Lifeguard best practices, First Aid and Emergency Response, and CPR training. After the successful completion of the online portion, students attend a 2-day on-site training. Water skills and CPR/First Aid training are the majority of the physical skills practiced, with additional discussion of Lifeguard Best Practices, Facility Safety, Teamwork and Employee Expectations. All potential lifeguards must demonstrate a thorough understanding of the material and satisfactory demonstrate all skills in addition to passing two final written tests.

In addition to providing American Red Cross certifications, Vesta has a continued education program that is executed throughout the season. In-service trainings are typically performed once or twice monthly and are mandatory for all Lifeguards to continue their employment. In addition to practicing rescue skills and first aid response, the Aquatics Training Team also simulates real life scenarios emphasizing the proper response to emergency situations. The continued education is vital to the success of our Lifeguard program. Further explanation and sample checklist immediately follow this proposal.

All students that earn their Lifesaving Certification are NOT hired by Vesta. Through the class and testing process, Instructor Trainers have the opportunity to study the participants. Students that excel are offered a position with Vesta.



## **Lifeguard Responsibilities**

The primary duty of each lifeguard is water safety surveillance (and rescue when needed). Other duties include responding to emergency situations and the enforcement of relevant policies and procedures.

- Lifeguards and supervisors must be “Rescue Ready” at all times while on duty for the purpose of preventing drowning and other injuries from occurring through continuous surveillance, eliminating hazardous behaviors, enforcing facility rules and regulations, recognizing and responding quickly to emergencies, and working as a team with facility staff and management.
- Lifeguards and supervisors shall report unsafe conditions to onsite management.
- Lifeguards shall complete daily pool logs, equipment checklist, and necessary forms that correspond with daily activities and incidents.
- Lifeguard secondary responsibilities shall include straightening pool deck furniture, wipe tables, removing debris from pool deck area and walkways, replacing trashcan liners, and testing pH and chlorine levels to maintain Health Department requirements.
- Lifeguards and supervisors shall be appropriately dressed for their duties.
- Lifeguards and supervisors shall treat all pool patrons in a professional and friendly manner.
- Staff shall enforce all relevant district policies.

## **Staffing**

Three (3) lifeguards shall be on duty at all times. On-duty lifeguards shall rotate to fill the gate monitor position (2 guards on the pool, 1 guard at the pool gate). The position at the gate may become vacant during staff breaks mandated by the Dept of Labor.

All attempts will be made to schedule breaks during non-prime times. One guard will arrive fifteen (15) minutes prior to each shift to prepare for the day and one guard will remain fifteen (15) minutes after closing, to clean up.



## Proposed Schedule

Season	Dates	Days of Week	Time
Spring Break	3/11-3/19	Monday-Sunday	Mon-Sun, 12:00pm-6:00pm
Pre-Summer Break	3/25-5/26	Saturday-Sunday	Sat-Sun, 12:00pm-6:00pm
Summer Break	5/27-8/06	Monday-Sunday Holidays Included	Mon, 12:00pm-7:00pm Tue-Sun, 11:00 am-7:00pm
Post-Summer Break	8/12-9/04	Saturday-Sunday Labor Day included	Sat-Sun, 12:00pm-6:00pm

### Fees

Lifeguard Services:

**\$45,082**

NOTE: Additional lifeguard services for resident parties and events, by request: \$25.00 per labor-hour.

### Insurance

Vesta's Insurance limits meet or exceed the requirements set forth in the Sampson Creek CDD Request for Proposal.

Vesta shall carry general liability coverage of at least \$1,000,000, including employer's liability coverage of \$250,000.00, 1,000,000 in bodily injury insurance and \$1,000,000 in property damage insurance. Vesta shall be responsible for all necessary insurance payments (including workman's compensation), payroll taxes, and the provision of various benefits on behalf of its staff.



## EXHIBIT

### **In-Service Training** (included in Vesta's proposed Scope-of-Service and Fee stated above):

**Objective:** To provide continuous training to Vesta's lifeguard staff, empowering them with the necessary knowledge and skills to proficiently fulfill all lifesaving duties.

**Preparation:** At least one week before the scheduled in service, the information that will be covered at the in service will be posted for lifeguards to review. During the week prior to in- service it is the lifeguard's responsibility to study and ask questions to the Manager/Supervisor. The day of in-service training all lifeguards should have the knowledge to successfully pass.

**Critical Procedures:** The most effective way to ensure that all lifeguards are comfortable with all lifesaving skills is practice. When applicable trainers will break up into groups with lifeguards to have the smallest teacher: student ratio as possible. The In-Service Coordinator will instruct lifeguards on what is expected.

**Final Assessment:** A final assessment will be made by staff ensuring all lifeguards are proficient in all skills. All lifeguards must receive a passing grade in order to continue their employment. Remedial training is available.

*The following page shows an example of a specific Vesta In-Service checklist that a Lifeguard Instructor would use while providing a training session.*



## **EXAMPLE**

Trainer/Date: Joe Trainer 3/21/2020

This Week's Training Objective: Review specific community policies and provide additional information related to blood borne pathogens and cold related exposure emergencies.

### **Completed Topics/Skills Skills Reviewed/Scenarios Followed/Other**

#### **Policies/Procedures/ talking points**

- What toys/items can be used at the pool
- Alcohol protocol; how to handle intoxicated patrons and who to contact
  - Scheduling and what to expect
  - Review EAP for each pool
- Clocking in-and-out, and responsibilities of staff
- Contact list/ emergency phone numbers and address
- What the manager/supervisor feels they need to discuss.

#### **Blood Borne Pathogens**

- Watch Blood Borne Pathogens video
  - Review with staff
  - Answer questions

\*Reference pages 7 and 8 attached and highlighted\* LG manual pg.

#### **Cold-Related Emergencies**

- Watch Cold-Related Emergencies video
  - Review with staff
  - Answer questions

\*Reference pages 86, 87, and 88 attached and highlighted\* LG manual pg.

#### **Swim**

- 300 yd. swim – 200 yd. free, 100 yd. breast
- 100 yd. swim with rescue tube – choice kick
- Tread water for 2 minutes – 1 with, 1 w/out arms

### **Instructor's Observations/Comments:**





# Vesta

## Contact Us

**245 Riverside Ave. #300  
Jacksonville, FL 32202**

**Phone: 877-988-3782  
[Contact@VestaPropertyServices.com](mailto:Contact@VestaPropertyServices.com)**

*EIGHTH ORDER OF BUSINESS*





Customized Website Migration Proposal  
for:

**Sampson Creek  
Community Development District**

January 26, 2023

# Project Scope

## Website Migration Overview

### 1. Project Background and Description

**Sampson Creek CDD (the client)** is seeking to migrate their existing website to GMS for maintenance and updates (<https://www.stjohnsgcc.org/>).

### 2. Project Scope

**Governmental Management Services (the company)** will migrate and maintain the existing website for **the client**. **The client** will assist in transferring the domain(s) and website files to **the company**.

The project is considered finished when the transfer and revisions are completed. Any further revisions beyond the finished website may be subject to a fee.

### 3. Deliverables

**The company:** One transferred website, website security, antivirus and firewall, SSL implementation, domain transfer (if necessary), DNS and hosting setup, monthly maintenance, document uploads, and content revisions.

**The client:** Payment upon commencement and invoice receipt and any content required to complete the project within the scope of work including proprietary property.

### 4. Price - \$500 One-Time | \$100 Monthly

**The company** will invoice \$500 for the transfer. The monthly maintenance fee will be \$100.

### 5. High-Level Timeline/Schedule

**The company** will utilize best efforts to deliver the migrated website within two weeks of an executed agreement, authority to proceed, and receipt of digital assets.



## *NINTH ORDER OF BUSINESS*



# TRAFFIC SAFETY WAREHOUSE

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## Sa-So 12" Solar Radar Feedback Sign

12"

(Images/Sa-So-Solar-RadarZ.jpeg)



### Additional Images to View



Item Number: SR12

**\$3,779.95**

2 Week Lead Time

Quantity

- 1 +

ADD TO CART

### Detailed Description

#### SA-SO Radar Speed Sign - 12"

The Sa-So 12" Solar Radar Feedback Sign is for speeds under 45 MPH. The radar feedback sign helps calm traffic by displaying the driver's current speed and notifying them of the legal speed limit in a given area.

Radar Speed Sign Details:



- Solar Power.
- MUTCD compliant.
- Weather-resistant enclosure.
- Can be mounted to temporary sign stands.
- Field repairable, modular design
- Detection distance 300'.
- 6 Year warranty on Solar Panel
- 2 Year warranty on Battery
- 1 Year warranty on LED Sign
- MUTCD compliant.

#### Programmable Software Includes:

- Data tracker and statistics.
- Bluetooth accessible.

MUTCD compliant. The signs include a "YOUR SPEED" sign does not include speed limit sign. Does not include Speed Limit Sign.

#### Radar Speed Sign Documents

- View Specs Here (<https://www.trafficssafetywarehouse.com/pdfs/SA-SO-Radar-Sign.pdf>)
- Getting Started (<https://www.trafficssafetywarehouse.com/pdfs/Sa-So-Getting-Started.pdf>)
- Trailer Radar Feedback Sign (<https://www.trafficssafetywarehouse.com/pdfs/Trailer-Radar-Feedback-Sign.pdf>)
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# 12" Radar Feedback Sign Specifications



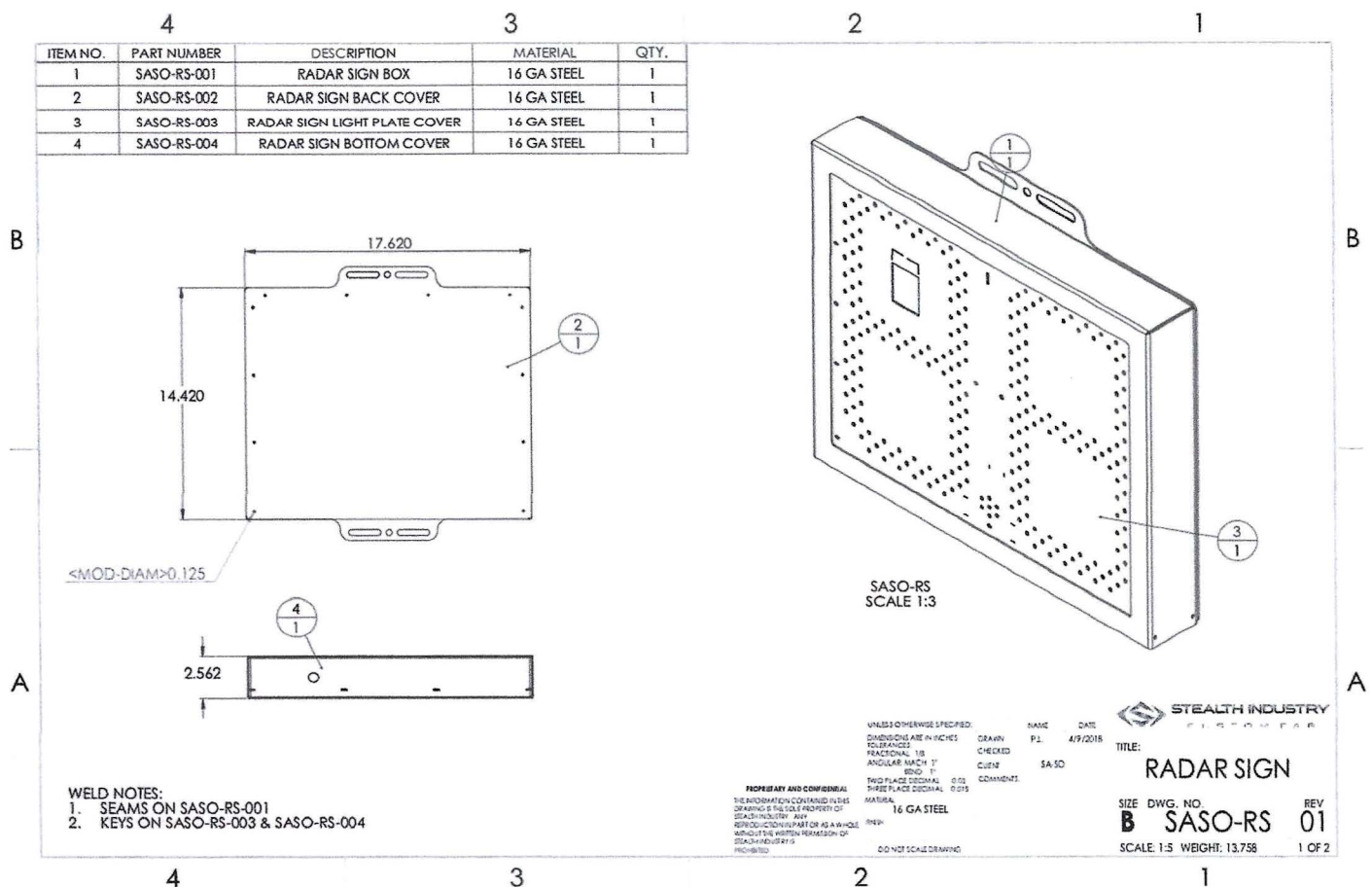
Part #  
SR12

## Technical Data Sheet

### Scope

This specification covers the method and procedures of the physical dimensions and performance properties of the SR12, 12" Radar Feedback Sign as manufactured by SA-SO of Arlington, Texas.





## Technical Description, Design, and Material

### Technical Description:

The AR12 Solar Powered Radar Feedback Sign is a single housing that contains radar detection, LED speed display, and electronics, powered by a 12v Lithium Ion Battery contained in the housing, and a 30 watt Solar Panel, separate from the housing.

### General Design and Operation:

The SR12 Solar powered radar sign will detect and display speeds up to 99 mph. However, the 12" letter height is intended for speed limits under 45 mph. For speed limits over 45 mph, the MUTCD requirement is the SR18, which has an 18" letter height.

Standard mounting of the SR12 is on a 1.75" or 2" Square post or a 2.375" Round Post.  
 Typical length of Post: 12'.



## References:

**Federal Highway Administration:** "MUTCD 2009 Edition, Dated December 2009 (PDF) - FHWA MUTCD." Manual on Uniform Traffic Control Devices (MUTCD) - FHWA. N.p., n.d. Web. 29 Jan. 2015.

**Federal Communication Commission:** This equipment has been tested and found to comply with the limits for a Class B digital device, pursuant to Part 15 of the FCC rules. These limits are designed to provide reasonable protection against harmful interference in a residential installation. This equipment generates, uses and can radiate radio frequency energy and, if not installed and used in accordance with the instructions, may cause harmful interference to radio communications. However, there is no guarantee that the interference will not occur in a particular installation.

## **Regarding the Buy America Act and the American Iron and Steel (AIS) requirements:**

This product is manufactured locally in the USA. Regarding steel content, this product is made primarily of components other than steel. The total steel content falls under the De Minimus waiver of the AIS requirements.

### **Dimensions**

#### **Radar Specifications:**

The SR12 utilizes a 100 meter radar device.

Power Consumption: 5.25 mA Typical 33 mA Max  
Operating Temperature: -40C to 85C  
Transmit Frequency: 24 GHz  
Default Unit Setting: mph  
Speed Resolution: 1 mph.

### **Mechanical Properties**

#### **Enclosure with LED Display**

Size: See attached drawing  
LED Display: 7 segment LED, with 38 LED's per segment.  
Character Size: 12 inches  
Display Range: Up to 99 mph.  
Speed Resolution: 1 mph.  
Housing Material: Polyester Powder Coated 16 gauge Steel  
Housing Color: White  
Environmental Operating temperature: -40° C to +85° C

MIL-STD-810F Moisture Resistant  
MIL-STD-833 Mechanical Vibration

All electronics are located in the display enclosure.

#### **Solar Panel Properties:**

Monocrystalline 30W Panel  
Maximum Power: 30W  
Optimum Operating Voltage (Vmp): 17.5V  
Optimum Operating Current (Imp): 1.71A  
Weight: 6.2 lbs.  
Maximum System Voltage: 600V DC (UL)  
Open-Circuit Voltage (Voc): 21.6V  
Short-Circuit Current (Isc): 1.85A  
Dimensions: 13.5 X 23.8 X 1.0 In

Glass: 3.2 mm tempered glass,  
Resists 5400 PA snow loads and 2400 PA wind load.  
Film: main component is 30%-33% EVA, coated with fluoro-resin to prevent aging.  
Frame: Corrosion-resistant aluminum  
Mounting Bracket: Corrosion-resistant aluminum

### **Battery Properties:**

12.6v Rechargeable Lithium-Ion (Li-ion) battery pack  
20.8 Ah Capacity  
Built in IC chip to prevent over charge and over discharge  
3000 Cycle Life Expectancy  
8 month Shelf Life exceeds NiMH batteries  
High Temperature Tolerance: 60C

### **Solar Charge Controller Properties:**

99% efficient MPPT tracking (15Hz Speed)  
Operating Consumption of 0.150mA (150uA)  
CC-CV Charging Profile  
-40°C to 85°C Operating Temperature  
99.85% Electrical Efficiency

**IMPORTANT NOTICE:** ACP International and SA-SO (a division of ACP International) trusts that the user of the product has the most accurate knowledge of how the product might be most efficiently or safely utilized in any given application or environment.

ACP International and SA-SO also trust that the above technical data and product information is based on thorough and accurate testing of the product, but are not liable for any loss or damage to the product (or any other product, employee, or building from which the product might come into direct or indirect contact) resulting from an intentional or unintentional mishandling of the product.



**ACP International**  
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Online: [www.acpinternational.com](http://www.acpinternational.com)



**SA-SO**  
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Online: [www.sa-so.com](http://www.sa-so.com)

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# TRAFFIC SAFETY WAREHOUSE

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## Sa-So 18" Solar Radar Feedback Sign



(Images/Sa-So-Solar-RadarZ.jpeg)



[Additional Images to View](#)



Item Number: SR18

**\$4,579.95**

2 Week Lead Time

Quantity

- 1 +

ADD TO CART

### Detailed Description

#### SA-SO Radar Speed Sign - 18"

The Sa-So 18" Solar Radar Feedback Sign is for speeds over 45 MPH. The radar feedback sign helps calm traffic by displaying the driver's current speed and notifying them of the legal speed limit in a given area. The printed signs are MUTCD compliant. The signs include a "YOUR SPEED" sign. **Does not include speed limit sign.**





# 12" Radar Feedback Sign Specifications



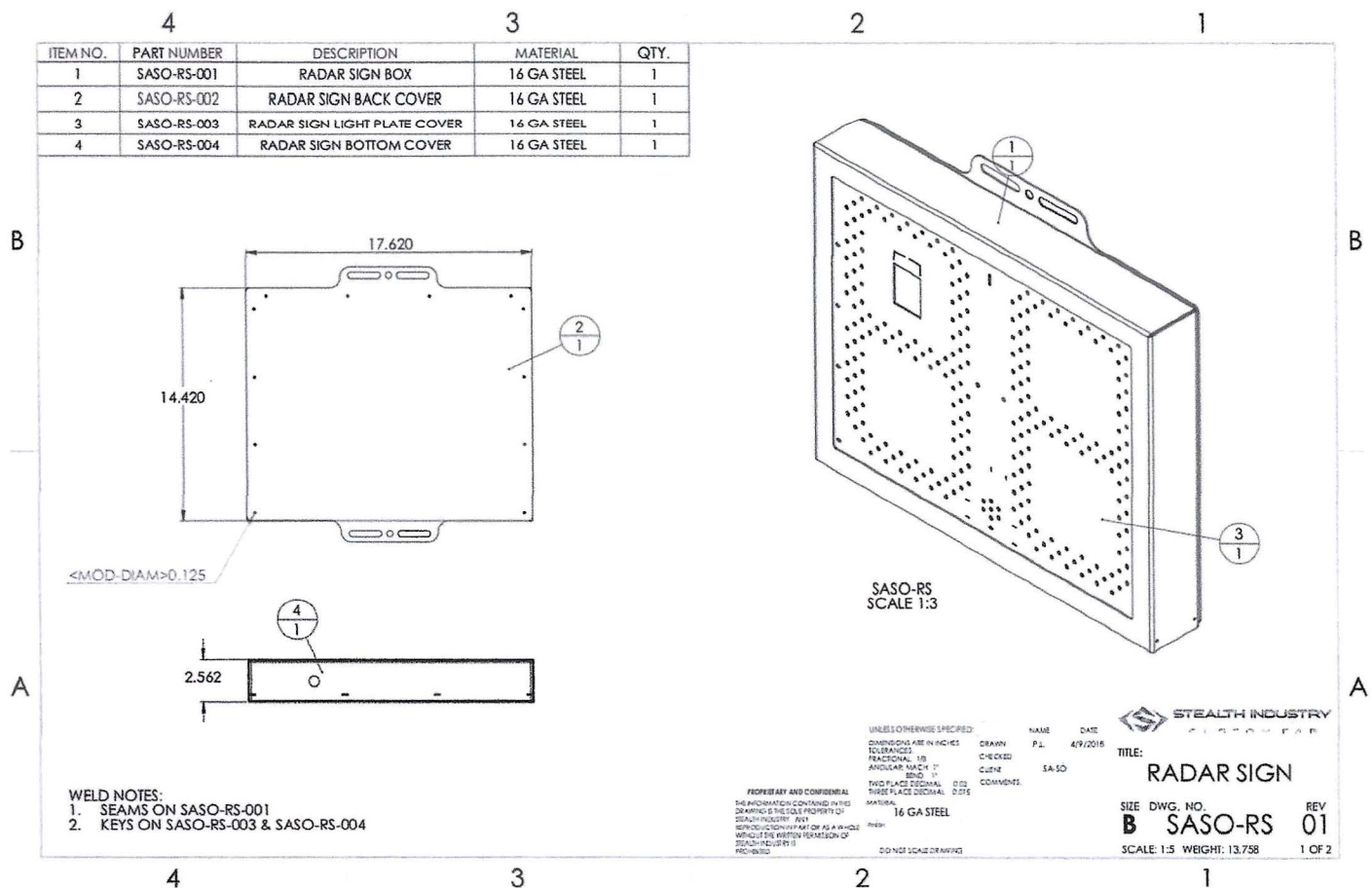
Part #  
SR12

## Technical Data Sheet

### Scope

This specification covers the method and procedures of the physical dimensions and performance properties of the SR12, 12" Radar Feedback Sign as manufactured by SA-SO of Arlington, Texas.





## Technical Description, Design, and Material

### Technical Description:

The AR12 Solar Powered Radar Feedback Sign is a single housing that contains radar detection, LED speed display, and electronics, powered by a 12v Lithium Ion Battery contained in the housing, and a 30 watt Solar Panel, separate from the housing.

### General Design and Operation:

The SR12 Solar powered radar sign will detect and display speeds up to 99 mph. However, the 12" letter height is intended for speed limits under 45 mph. For speed limits over 45 mph, the MUTCD requirement is the SR18, which has an 18" letter height.

Standard mounting of the SR12 is on a 1.75" or 2" Square post or a 2.375" Round Post.  
 Typical length of Post: 12'.

## References:

**Federal Highway Administration:** "MUTCD 2009 Edition, Dated December 2009 (PDF) - FHWA MUTCD." Manual on Uniform Traffic Control Devices (MUTCD) - FHWA. N.p., n.d. Web. 29 Jan. 2015.

**Federal Communication Commission:** This equipment has been tested and found to comply with the limits for a Class B digital device, pursuant to Part 15 of the FCC rules. These limits are designed to provide reasonable protection against harmful interference in a residential installation. This equipment generates, uses and can radiate radio frequency energy and, if not installed and used in accordance with the instructions, may cause harmful interference to radio communications. However, there is no guarantee that the interference will not occur in a particular installation.

## **Regarding the Buy America Act and the American Iron and Steel (AIS) requirements:**

This product is manufactured locally in the USA. Regarding steel content, this product is made primarily of components other than steel. The total steel content falls under the De Minimus waiver of the AIS requirements.

### **Dimensions**

#### **Radar Specifications:**

The SR12 utilizes a 100 meter radar device.

Power Consumption: 5.25 mA Typical 33 mA Max  
Operating Temperature: -40C to 85C  
Transmit Frequency: 24 GHz  
Default Unit Setting: mph  
Speed Resolution: 1 mph.

### **Mechanical Properties**

#### **Enclosure with LED Display**

Size: See attached drawing  
LED Display: 7 segment LED, with 38 LED's per segment.  
Character Size: 12 inches  
Display Range: Up to 99 mph.  
Speed Resolution: 1 mph.  
Housing Material: Polyester Powder Coated 16 gauge Steel  
Housing Color: White  
Environmental Operating temperature: -40° C to +85° C

MIL-STD-810F Moisture Resistant  
MIL-STD-833 Mechanical Vibration

All electronics are located in the display enclosure.

#### **Solar Panel Properties:**

Monocrystalline 30W Panel  
Maximum Power: 30W  
Optimum Operating Voltage (Vmp): 17.5V  
Optimum Operating Current (Imp): 1.71A  
Weight: 6.2 lbs.  
Maximum System Voltage: 600V DC (UL)  
Open-Circuit Voltage (Voc): 21.6V  
Short-Circuit Current (Isc): 1.85A  
Dimensions: 13.5 X 23.8 X 1.0 In



Glass: 3.2 mm tempered glass,  
Resists 5400 PA snow loads and 2400 PA wind load.  
Film: main component is 30%-33% EVA, coated with fluoro-resin to prevent aging.  
Frame: Corrosion-resistant aluminum  
Mounting Bracket: Corrosion-resistant aluminum

### **Battery Properties:**

12.6v Rechargeable Lithium-Ion (Li-ion) battery pack  
20.8 Ah Capacity  
Built in IC chip to prevent over charge and over discharge  
3000 Cycle Life Expectancy  
8 month Shelf Life exceeds NiMH batteries  
High Temperature Tolerance: 60C

### **Solar Charge Controller Properties:**

99% efficient MPPT tracking (15Hz Speed)  
Operating Consumption of 0.150mA (150uA)  
CC-CV Charging Profile  
-40°C to 85°C Operating Temperature  
99.85% Electrical Efficiency

**IMPORTANT NOTICE:** ACP International and SA-SO (a division of ACP International) trusts that the user of the product has the most accurate knowledge of how the product might be most efficiently or safely utilized in any given application or environment.

ACP International and SA-SO also trust that the above technical data and product information is based on thorough and accurate testing of the product, but are not liable for any loss or damage to the product (or any other product, employee, or building from which the product might come into direct or indirect contact) resulting from an intentional or unintentional mishandling of the product.



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F: (972) 660-3684  
Online: [www.sa-so.com](http://www.sa-so.com)

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**Radar Speed Sign Details:**

- Solar Power.
- MUTCD compliant.
- Weather-resistant enclosure.
- Can be mounted to temporary sign stands.
- Field repairable, modular design
- 6 Year warranty on Solar Panel
- 2 Year warranty on Battery
- 1 Year warranty on Led sign

**Programmable Software Includes:**

- Data tracker and statistics.
- Bluetooth accessible.

**Radar Speed Sign Documents**

- View Specs Here (<https://www.trafficssafetywarehouse.com/pdfs/SA-SO-Radar-Sign.pdf>)
- Getting Started (<https://www.trafficssafetywarehouse.com/pdfs/Sa-So-Getting-Started.pdf>)
- FCC Compliance (<https://www.trafficssafetywarehouse.com/pdfs/FCC-Compliance-info.pdf>)
- CE-Compliance (<https://www.trafficssafetywarehouse.com/pdfs/CE-Compliance-info.pdf>)
- Radar Sign Specs (<https://www.trafficssafetywarehouse.com/pdfs/Radar-Sign-Specs-TDS.pdf>)
- Trailer Radar Feedback Sign (<https://www.trafficssafetywarehouse.com/pdfs/Trailer-Radar-Feedback-Sign.pdf>)
- Blue Tooth Pairing Guide (<https://www.trafficssafetywarehouse.com/pdfs/blue-tooth-pairing-guide.pdf>)

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## LED TRAFFIC SIGNS

### Aluminum Signs With Super Bright Solar Powered LED Lights



**Stop Sign**



**Crossing Sign**



#### Meets MUTCD Standards

##### **Make crosswalks safer, reduce accidents, and save lives!**

- › Solar powered, no AC power required, can be connected to AC with DC Converter
- › Double layer aluminum and plastic sign panel with 3M DG<sup>3</sup> reflective sheeting
  - anti-graffiti protective overlay
  - stainless steel fasteners
- › 3 Switches for Function Selection:
  1. Flashing or steady light
  2. On all day or turn on at dusk
  3. Auto-Dim mode adjusts to surrounding brightness (lowers light output at night), saves energy
- › Visible over 0.62 miles (1000 m), 8 super bright LEDs per sign
  - flash rate of 50-60 times per minute, LEDs flash simultaneously
- › Fully adjustable solar panel, lock in position at maximum sun angle
- › Tamper proof, wiring is built into sign and batteries hidden in pole
- › 100% waterproof and maintenance free
- › Easy to install on any 2" - 3" (5 -7.6 cm) round or square sign post
- › Includes installation hardware
- › Three year manufacturer warranty



~~USD \$1,250.00~~ **USD \$1,154.95**

Make crosswalks safer, reduce accidents, and save lives with our reliable and maintenance free solar LED pedestrian crossing sign. Features super bright LED's, auto dimming, anti-graffiti sign overlay, and tamper proof as batteries and wiring is hidden. A first choice over regular pedestrian signs.

Quantity Discounts		
from 1 pcs.	from 6 pcs.	from 12 pcs.
USD \$1,154.95	USD \$1,097.20	USD \$1,039.46

- 1 +

 Add to cart

SKU: SLS-30PED-8A Categories: [Application](#), [Crowd Control Products](#), [Facility Safety](#), [LED Traffic Signs](#), [Parking Products](#), [Parking Safety Products](#), [Parking Signs and Stands](#), [Signs & Sign Stands](#), [Signs and Accessories](#), [Traffic Safety](#), [Work Zone Lights](#)

### Description

### Specifications

### Reviews

### FAQ

## DESCRIPTION

### SOLAR PEDESTRIAN CROSSING SIGN 30"

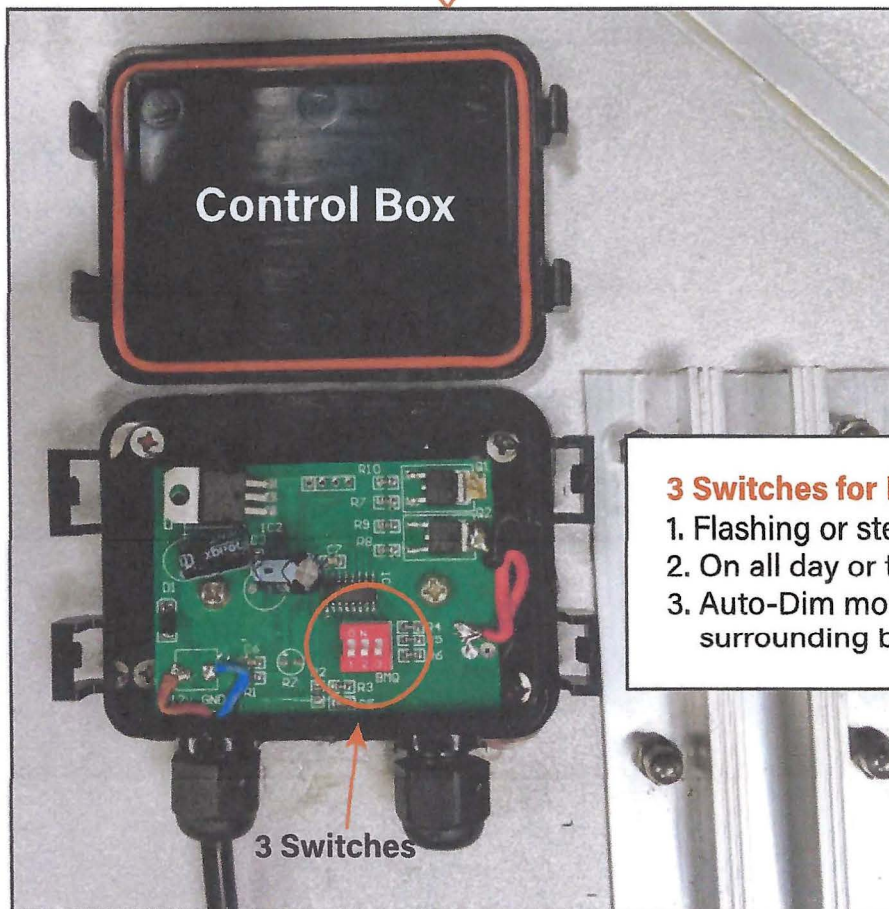
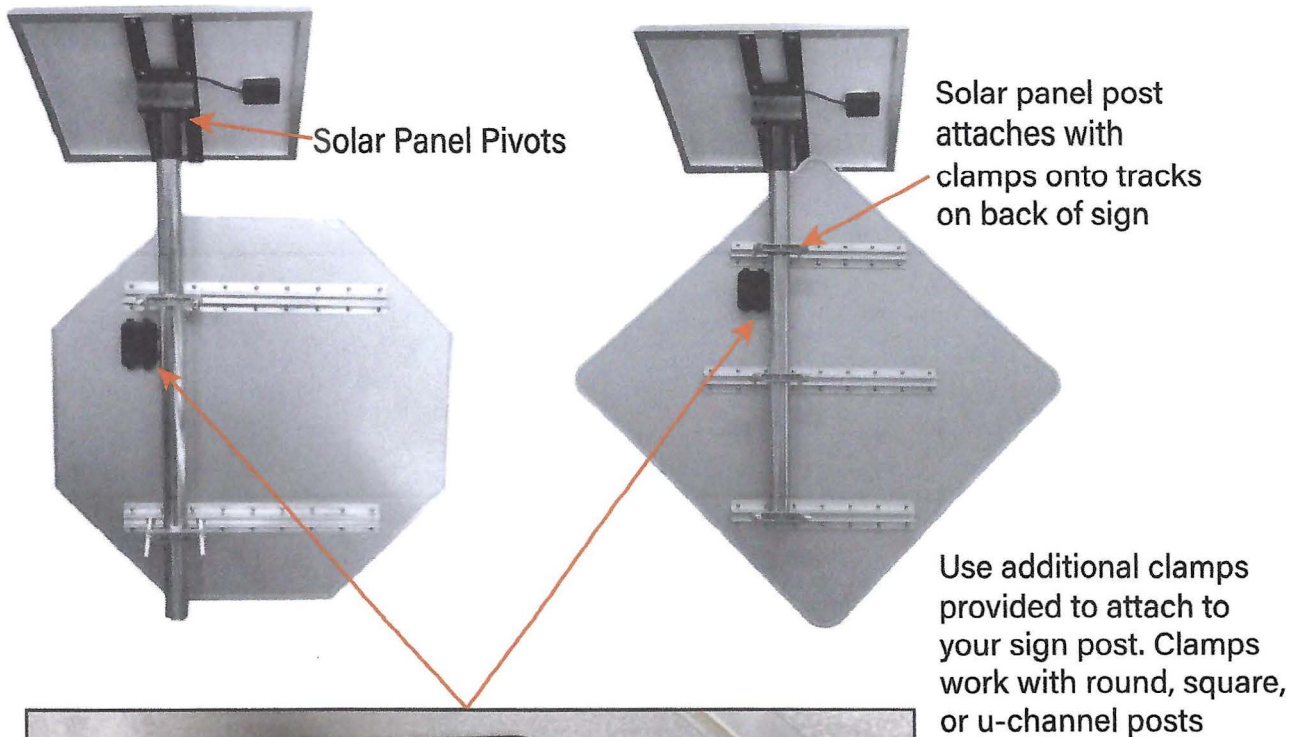
#### SLS-30PED-8A

Solar powered pedestrian crossing sign 30" alerts motorists of pedestrian crosswalks. This bright fluorescent yellow/lime green LED flashing sign makes crosswalks safer and saves lives! This pedestrian crossing traffic sign features tamper proof wires and batteries and anti-graffiti sign overlays. Select this solar-powered sign as a reliable and maintenance free product.

- 30" x 30" diamond shape Pedestrian Sign

# LED TRAFFIC SIGNS

Solar Panel Angle Adjusts For Maximum Light Exposure



## 3 Switches for Function Selection:

1. Flashing or steady light
2. On all day or turn on at dark
3. Auto-Dim mode adjusts to surrounding brightness

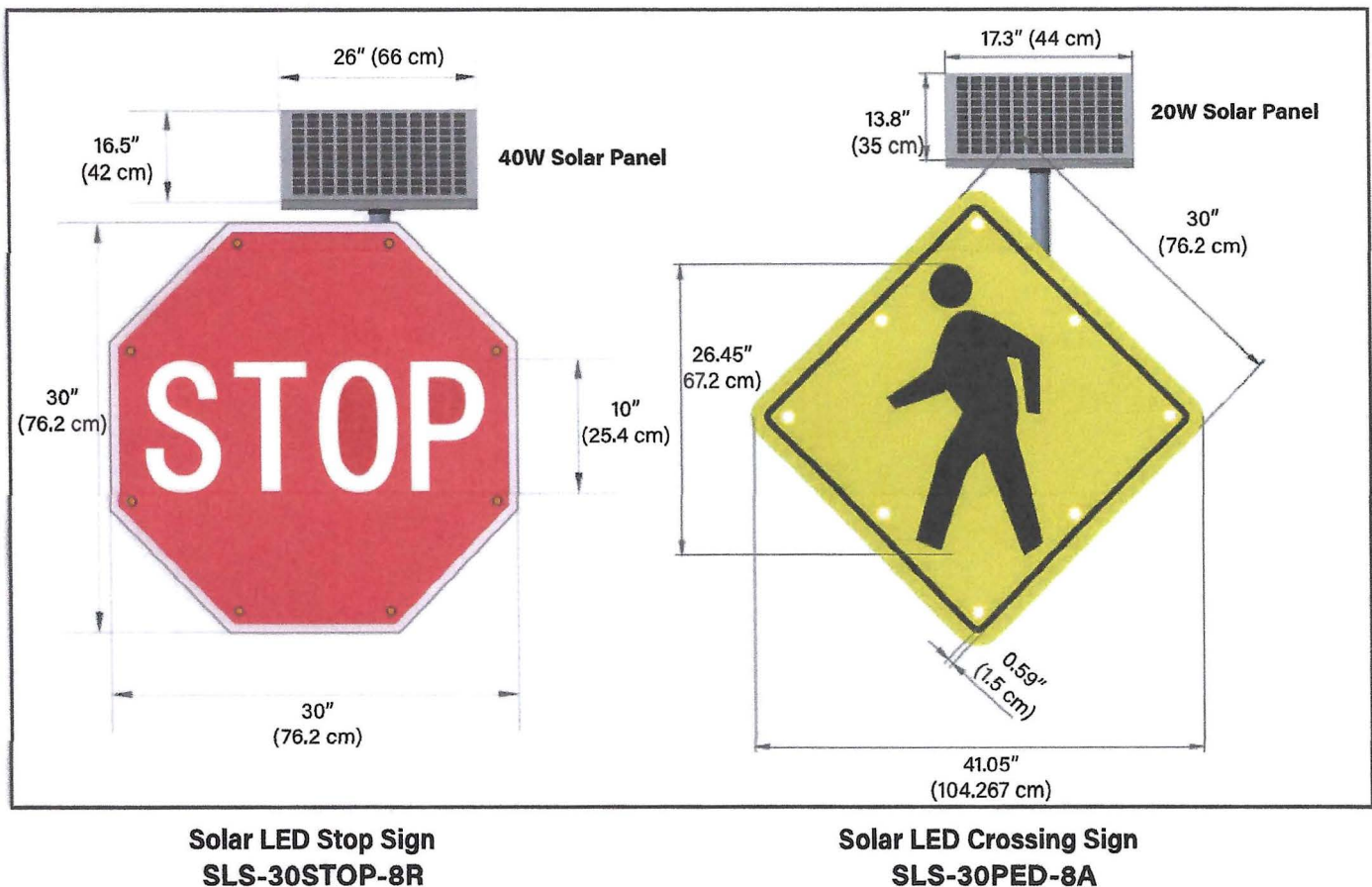
**Watch Our LED Stop Sign Instructional Video - Traffic Safety Zone YouTube Channel**



# LED TRAFFIC SIGNS

## Stop Sign Specifications

- MUTCD Code: R1-1
- LED's: 8, white
- Sign Color: 3M™ DG3 red and white
- Sign Dimensions: 30" x 30" octagon, 1/2" thick
- Weight: 47 lbs. (21.5 kg)
- All mounting hardware included to fit round, square, or u-shaped post
- Visibility: over 0.62 miles (1000 m)
- LED Life Expectancy: over 100,000 hours
- Solar Panel: DC12V 20W monocrystal solar module
- Battery Type: 12V 9AH lithium battery pack
- Full charge operation: 70 hours
- Working Temperature: -4°F - 140°F (-20°C to 60°C)



## Crossing Sign Specifications

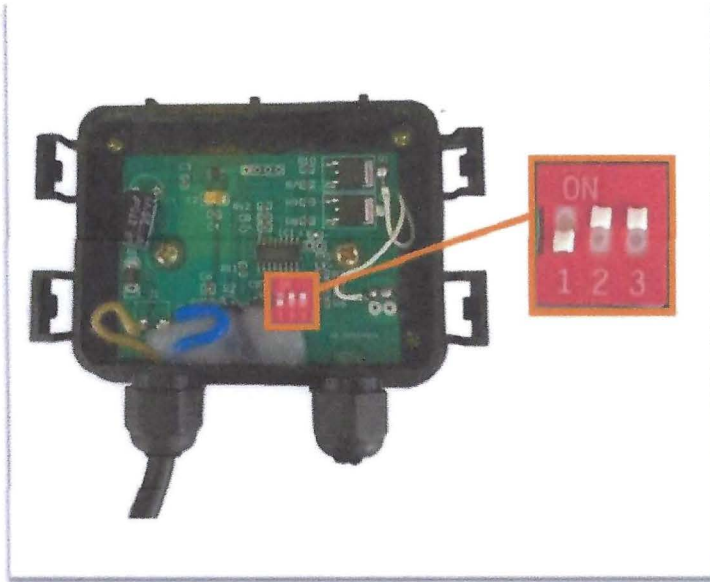
- MUTCD Code: W11-2
- LED's: 8, amber
- Sign Color: 3M™ DG3 fluorescent yellow/green and black
- Sign Dimensions: 30" x 30" diamond, 1/2" thick
- Weight: 47 lbs. (21.5 kg)
- All mounting hardware included to fit round, square, or u-shaped post
- Visibility: over 0.62 miles (1000 m)
- LED Life Expectancy: over 100,000 hours
- Solar Panel: DC12V 20W monocrystal solar module
- Battery Type: 12V 9AH lithium battery pack
- Waterproof Level: IP65
- Full charge operation: 70 hours
- Working Temperature: -4°F - 140°F (-20°C to 60°C)



## TRAFFIC SAFETY ZONE

### SOLAR LED STOP OR PEDESTRIAN SIGN

#### Control Box Switches



#### Built-in Functions

- Switch 1. Flashing Mode Switch  
UP/ON – Steady Light  
DOWN – Flash
- Switch 2. Photocell Switch  
UP/ON – Auto Turn On Night Only  
DOWN – Light Always On
- Switch 3. Auto Dimming Switch  
UP/ON – Auto Dims at Night  
DOWN – Do Not Auto Dim

#### Recommended Settings

##### North of 49<sup>th</sup> Parallel Locations

###### Summer

- #1 DOWN
- #2 DOWN
- #3 UP/ON

###### Winter

- #1 DOWN
- #2 UP/ON
- #3 UP/ON

##### South of 49<sup>th</sup> Parallel Locations

###### All Seasons

- #1 DOWN
- #2 DOWN
- #3 UP/ON

- We recommend at all times #3 should be in dimming mode UP/ON to lower light at night for drivers.
- Solar panels must be at an angle facing due south and not be shaded by trees, buildings etc.
- Panel needs full daylight in winter and dark periods.
- Snow and debris should be removed from panels when possible.
- If light stops working due to long hours in darkness, it may take 10 days or more of sunlight to fully recharge battery pack to normal operation. During recharging light will work intermittently.

MOST ORDERS SHIP WITHIN 24 HOURS



LEDLIGHTING  
SOLUTIONS  
(<https://ledlighting-solutions.com/storefront.html>)



<https://ledlighting-solutions.com/contents.html>

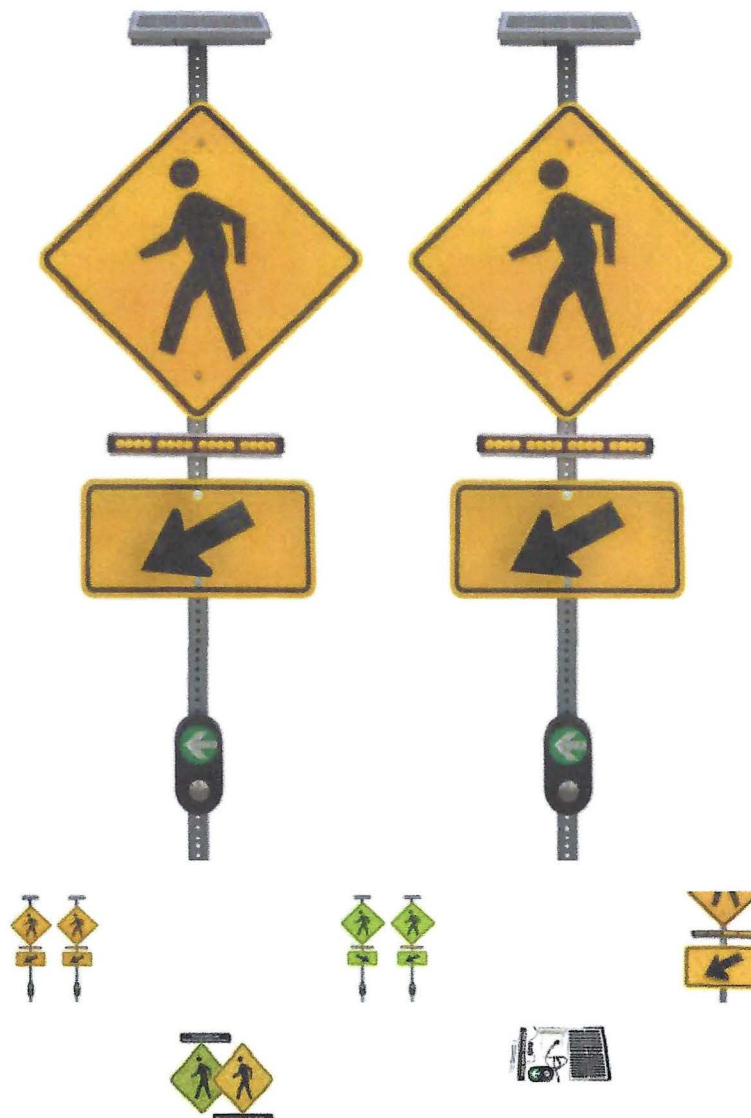
Search



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[SOLAR TRAFFIC SIGNS \(HTTPS://LEDLIGHTING-SOLUTIONS.COM/SOLAR-TRAFFIC-SIGNS.HTML\)](https://ledlighting-solutions.com/solar-traffic-signs.html) /  
[SOLAR HORIZONTAL RAPID FLASHING BEACON SYSTEM WITH PUSH BUTTON ACTIVATION \(HTTPS://LEDLIGHTING-SOLUTIONS.COM/SOLAR-HORIZONTAL-RAPID-FLASHING-BEACON-SYSTEM-WITH-PUSH-BUTTON-ACTIVATION.HTML\)](https://ledlighting-solutions.com/solar-horizontal-rapid-flashing-beacon-system-with-push-button-activation.html)



SKU: CCRS004-RFB-P

### Solar Horizontal Rapid Flashing Beacon System with Push Button Activation

**\$2,499.99**Shipping Weight: **25.00** poundsQuantity in Basket: **1****OPERATION:**☐ Push Button Activation**BUTTON COATING - PER 2 BUTTONS:**☐ Silver Buttons☐ Powder Coated Black Buttons + \$40.00☐ Not Applicable**ADD SIGNS - QTY (2):**☐ No Signs☐ 24" MUTCD Crosswalk Sign (EGR) + \$113.98☐ 24" MUTCD Crosswalk Sign (FYG) + \$145.98☐ 30" MUTCD Crosswalk Sign (EGR) + \$171.98☐ 30" MUTCD Crosswalk Sign (FYG) + \$221.98☐ 36" MUTCD Crosswalk Sign (EGR) + \$249.98☐ 36" MUTCD Crosswalk Sign (FYG) + \$319.98**ADD ARROWS - QTY (2):**☐ No Arrows☐ 12"x24" Diagonal Arrow (EGR) + \$63.98☐ 12"x24" Diagonal Arrow (FYG) + \$79.98☐ 18"x30" Diagonal Arrow (EGR) + \$87.98☐ 18"x30" Diagonal Arrow (FYG) + \$129.98

Qty

-	1	+
---	---	---

**ADD TO CART****ADD TO WISH LIST****DESCRIPTION**

+

The Solar Horizontal Rapid Flashing Beacon System with Push Button Activation is ideal for alerting traffic of upcoming pedestrian crosswalks and other crossing locations. The flashing LED beacons turn on at the push of a button and then turn off after 60 seconds of inactivity. Featuring rectangular rapid flashing beacons (RRFB), this system helps increase driver awareness so they can recognize the need to yield to pedestrians. Each beacon system includes rechargeable batteries and mountable solar panels that make this product energy efficient and easy to use in locations that receive sunlight.

**Product Specifications:****TYPE:** Horizontal Rapid Flashing Beacon System with Push Button Activation



**PRODUCT CODE:** CCRS004-RFB-P

**SOLAR CHARGING PANEL:** 20W, 18V Monocrystalline silicone

**BATTERY:** Lithium battery 12V/8800AH

**FLASH PATTERN:** WWS (Wig-Wag Steady)

**WORKING TIME:** Flashing lights Stop 60 seconds after button is pushed

**WORKING MODE:** Push Button Activation

Radio communication between signs

**BATTERY LIFE:** 3-5 Years

**WORKING TIME:** Up to 12 hours when fully charged

**DIMENSIONS:**

- **Push Button:** 4.5" W x 8.5" H x 2.25" L
- **Solar Panel:** 9.75" W x 14" H x 0.75" L
- **RFB:** 17.5" W x 2.5" H x 2.75" L

**WARRANTY:** 2 Year Full Warranty

**\*STANDARD HARDWARE: FITS 3" to 4" DIAMETER POSTS\***

**Product Includes:**

- RAPID FLASHING BEACON (QTY 2)
- CONTROL BOXES (QTY 2)
- SOLAR PANELS (QTY 2)
- PUSH BUTTONS (QTY 2)
- MOUNTING HARDWARE

**NOTES:**

- **\*DOES NOT INCLUDE POLE OR SIGN\***
- **\*IF ARROW SIGNS ARE PURCHASED, IT WILL INCLUDE TWO LEFT ARROWS, ONE FOR EACH SIDE OF THE STREET\***
- **\*IF SIGNS ARE PURCHASED, IT DOES NOT INCLUDE SIGN HARDWARE\***

## **RECTANGULAR RAPID FLASHING BEACON FAQ's**

**Q: Are there other beacon color options besides amber?**

**A:** Yes, amber or red beacons are available.

**Q: What is the difference between EGR and FYG?**

**A:** Engineer Grade (EGR) sheeting comes standard on the sign and uses glass beads or prismatic optical technology to reflect light. The Engineer Grade sheeting we offer will be a standard yellow color. The Diamond Grade sheeting option offers superior reflectivity for short and long distances and will come in a Fluorescent Yellow Green (FYG) sheeting.

**Q: Does your Solar Horizontal Rapid Flashing Beacon System activate both rapid flashing beacons with the push of one button?**

**A:** Yes, as long as the two RFBs and their boxes are within 60 feet of each other the beacons communicate via radio frequency so that both beacons are activated by either push button.

**Q: Does the rapid flashing beacon system come with posts?**

**A:** No, the RFB system and pricing does not include posts. However, we do offer various pole options.

**Q: Would any pole work with this beacon system?**

**A:** These can mount to any signpost but come with hardware to mount to standard traffic posts (u-channel, Telespar or round straight). Please see our installation manual for instructions.

**Q: Do you offer an AC powered horizontal rapid flashing beacon system with push button activation?**

**A:** Yes! We do offer an AC powered RFB system in addition to our solar powered RFB system.

**Q: How long do the beacons flash once the button is pushed?**

**A:** The beacons will flash 60 seconds from the time of activation.

**Q: How long will they last on a full charge?**

**A:** The beacons will last up to 12 hours on a full charge.

**Q: Are the W11-2 pedestrian crosswalk and W16-7P arrow signs included in the price of the RRFB system?**

**A:** No, they are an additional cost, but we do offer sign size and color sheeting options that are required to complete a crosswalk system.

**Q: Are the RRFBs always used in conjunction with crosswalk signs?**

**A:** In general, RFBs are accompanied by crosswalk markings and signs as they are used to indicate that pedestrians may begin crossing the roadway.

**Q: Do you offer a push button system with rapid flashing beacons on both sides of the pole?**

**A:** Yes, we offer both a single-sided RFB system as well as a back-to-back RFB system which includes RFBs for both sides of the pole.

**Q: Are your signs MUTCD compliant?**

**A:** Yes, we make and offer signs from our in-house print shop, and they are made to MUTCD standards.

**Q: Is the RRFB system available with an audio warning as well?**

**A:** The RRFB system is not available with an audio warning currently, but we are working on finalizing this option.

**Q: Can this work with a flashing sign?**

**A:** Yes, this beacon system can work with a flashing sign but will require a custom setup and there will require a lead time.

Horizontal Flashing Beacon by LED Lighting Solut...



REVIEWS

DOCUMENTS

[https://ledlighting-solutions.com/PDF/Solar RFB Install Guide\\_Updated22.pdf](https://ledlighting-solutions.com/PDF/Solar RFB Install Guide_Updated22.pdf)

[https://ledlighting-solutions.com/PDF/Solar RFB Install Guide\\_Updated22.pdf](https://ledlighting-solutions.com/PDF/Solar RFB Install Guide_Updated22.pdf)

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[https://ledlighting-solutions.com/PDF/Solar RFB Install Guide\\_Updated22.pdf](https://ledlighting-solutions.com/PDF/Solar RFB Install Guide_Updated22.pdf)

## *TENTH ORDER OF BUSINESS*



## Slide Tower Repair Proposals



Company	Cost
CertaPro - <i>Tower Railings</i> – Clean & Paint	\$4,873.44
CertaPro - <i>Slide Structure</i> – Clean & Paint	\$1,855.88
Safe Slide - <i>Slide Structure</i> – Clean & Paint	\$3,000.00
Wright's Welding – Bolts & Brackets	\$3,000.00

## JOB SITE

### Saint Johns Golf and Country Club Slide Tower- JOB-1356-7632

219 Saint Johns Golf Drive.  
 Saint Augustine, FL 32092  
 (904) 803-2763

## PREPARED BY

**Brad Taylor**  
 Franchise Owner  
 (904) 687-4203  
 btaylor@certapro.com



## CLIENT

### Saint Johns Golf and Country Club

219 Saint Johns Golf Drive.  
 Saint Augustine, FL 32092

(904) 803-2763  
 mrousseau@rmsnf.com

## CLIENT CONTACTS

### PROJECT MANAGER

Mark Rousseau  
 Field Operations Manager

Mark Rousseau  
 Field Operations Manager  
 W: 904 803 2763  
 M: 904 803 2763  
 E: mrousseau@rmsnf.com

## PRICING:

Slide Tower with fencing and railings	\$4,873.44
<b>Subtotal:</b>	<b>\$4,873.44</b>
<b>Total:</b>	<b>\$4,873.44</b>
<b>Balance</b>	<b>\$4,873.44</b>

## GENERAL SCOPE OF WORK

- We will scrape loose peeling paint, then spot prime bare wood and repairs.**
- We will pressure wash the structure to make sure everything is clean and ready for prep and paint**
- We will caulk previously caulked gaps where current caulk is failing.**
- We will have a paint the handrails, posts and pickets of the Slide Tower with two coats of Sherwin Williams Direct to Metal (DTM) paint, with a semi gloss finish in color Tricorn Black SW 6258**

## Materials

All materials and paint are included in this proposal to make sure this project is a success!

## SURFACE PREPARATION

### STANDARD LEVEL OF PREP

Unless stated otherwise in pictures and/or text in this proposal, this project is priced to include our standard level of prep. This includes the following:

- Wash or wipe down surfaces being painted.
- Sealing stucco cracks\*\* this may result in a different stucco finish than the original. Applying a sealant is intended to keep moisture out. The natural rough surface of the stucco is different than the sealant. There will be adifference.
- Masonry Patching where needed. Please Note\*\* Masonry patching will not mimic the current texture of the masonry surface.
- Rusted will spots will be sanded/wire brush, primed and painted. In our Florida environment rust does and will return.

This level of prep DOES NOT include (Unless specified otherwise in this proposal) the following:

- Wood replacement
- Fixing imperfections that require feather sanding and bondo application.
- Full recaulking if caulk is not failing or missing.
- Resculpting trim and siding where damaged.
- Stripping existing surface coating.

## CLEAN UP

Ladders are taken down and stored in a designated area along with all other tools and supplies. All debris will be swept and removed from the property or deposited in the appropriate trash receptacle according to the



customer's preference. Upon Completion: All tools, supplies & equipment will be removed from the property.

## PROPOSAL AND COLOR SPECIFICATIONS

Surface/Item	Product	Paint / Primer Coats	Color
<b>Slide Tower with fencing and railings</b>			
Wash			
Pickets and Posts	Direct to Metal (DTM) -Alkyd-Semi-gloss	2 / 0	Tricorn Black SW 6258
Hand Railings	Direct to Metal (DTM) -Alkyd-Semi-gloss	2 / 0	Tricorn Black SW 6258

## ADDENDUM - ALL PICTURES



Slide Tower with fencing and raili...

Slide Tow er 1



Slide Tower with fencing and raili...

Slide Tow er 2



Slide Tower with fencing and raili...

Slide Tow er 3



Slide Tower with fencing and raili...

Slide Tow er 4



Slide Tower with fencing and raili...

Slide Tow er 5

## NOTES

OUR CERTAINTY SERVICES SYSTEM: To ensure that the project meets your expectations, we will:

- Meet with you at the beginning of the project to ensure all information is up to date and accurate.
- Communicate with you daily to inform you of what has been completed, what will be done tomorrow and any possible
- issues.
- And finally, have you do a final inspection with us to make sure that you are completely satisfied with the completed
- project.

## ADDITIONAL NOTES

### PICKING YOUR COLORS

To pick your colors, please go to the nearest Sherwin Williams paint store. We will need to color name, color number, and sheen that you would like us to use. Color choices should be given to CertaPro no later than 5 days before your projects start date to avoid delays.

### ROTTING WOOD

If rotted wood is identified during the painting project, you will be notified. It is not always possible to identify rotting wood during the estimating process.



## JOB SITE

### Saint Johns Golf and Country Club Comm-Ext

219 Saint Johns Golf Drive.  
Saint Augustine, FL 32092  
(904) 803-2763  
mrousseau@rmsnf.com

## PREPARED BY

### Brad Taylor

Franchise Owner  
(904) 687-4203  
btaylor@certapro.com



## CLIENT

### Saint Johns Golf and Country Club

219 Saint Johns Golf Drive.  
Saint Augustine, FL 32092  
(904) 803-2763  
mrousseau@rmsnf.com

## CLIENT CONTACTS

Mark Rousseau  
Field Operations Manager  
W: 904 803 2763  
M: 904 803 2763  
E: mrousseau@rmsnf.com

## PRICING:

Slide Super Support Structure	\$1,855.88
<b>Subtotal:</b>	<b>\$1,855.88</b>
<b>Total:</b>	<b>\$1,855.88</b>
<b>Balance</b>	<b>\$1,855.88</b>

## GENERAL SCOPE OF WORK

### Preparation and Painting

- We will cover and protect concrete decking and pool decks.
- We will wire brush peeling paint, then spot prime bare metal.
- We will pressure wash the structure to make sure everything is clean and ready for prep and paint.
- We will paint the two main support structures and the support arms of the structure with two coats of Sherwin Williams Direct to Metal Paint (DTM) with a semi-gloss finish, in color Tricorn Black SW 6258

### Materials

All materials and paint are included in this proposal to make sure this project is a success!

## SURFACE PREPARATION

### STANDARD LEVEL OF PREP

Unless stated otherwise in pictures and/or text in this proposal, this project is priced to include our standard level of prep. This includes the following:

- Wash or wipe down surfaces being painted.
- Sealing stucco cracks\*\* this may result in a different stucco finish than the original. Applying a sealant is intended to keep moisture out. The natural rough surface of the stucco is different than the sealant. There will be adifference.
- Masonry Patching where needed. Please Note\*\* Masonry patching will not mimic the current texture of the masonry surface.
- Rusted will spots will be sanded/wire brush, primed and painted. In our Florida environment rust does and will return.

This level of prep DOES NOT include (Unless specified otherwise in this proposal) the following:

- Wood replacement
- Fixing imperfections that require feather sanding and bondo application.
- Full recaulking if caulk is not failing or missing.
- Resculpting trim and siding where damaged.
- Stripping existing surface coating.

## CLEAN UP

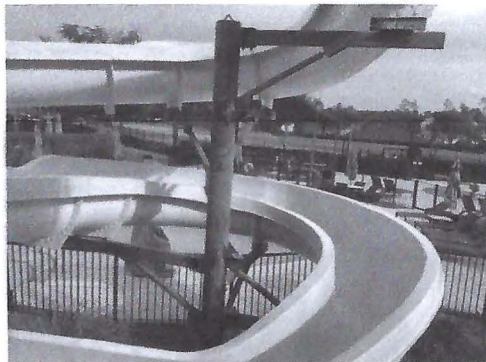
Ladders are taken down and stored in a designated area along with all other tools and supplies. All debris will be swept and removed from the property or deposited in the appropriate trash receptacle according to the

customer's preference. Upon Completion: All tools, supplies & equipment will be removed from the property.

## PROPOSAL AND COLOR SPECIFICATIONS

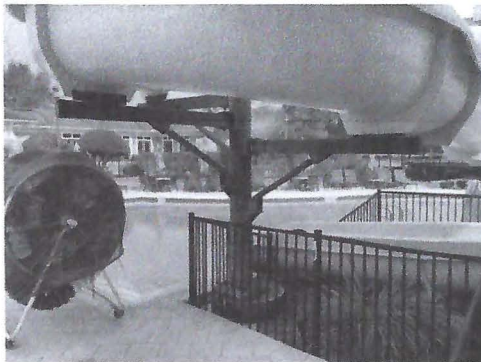
Surface/Item	Product	Paint / Primer Coats	Color
<b>Slide Super Support Structure</b>			
Wash			
Main Support Structure	Direct to Metal (DTM)-Alkyd-Semi-Gloss	2 / 0	
Support Arms	Direct to Metal (DTM)-Alkyd-Semi-Gloss	2 / 0	Tricorn Black SW 6258

## ADDENDUM - ALL PICTURES



Slide Super Support Structure

Support Structure 1



Slide Super Support Structure

Support Structure 2

## NOTES

OUR CERTAINTY SERVICES SYSTEM: To ensure that the project meets your expectations, we will:

- Meet with you at the beginning of the project to ensure all information is up to date and accurate.
- Communicate with you daily to inform you of what has been completed, what will be done tomorrow and any possible issues.
- And finally, have you do a final inspection with us to make sure that you are completely satisfied with the completed project.

## ADDITIONAL NOTES

### PICKING YOUR COLORS

To pick your colors, please go to the nearest Sherwin Williams paint store. We will need to color name, color number, and sheen that you would like us to use. Color choices should be given to CertaPro no later than 5 days before your projects start date to avoid delays.

### ROTTING WOOD

If rotted wood is identified during the painting project, you will be notified. It is not always possible to identify rotting wood during the estimating process.

### GUARANTEED COVERAGE

WHITE paint colors which require a 3rd coat of paint for 100% coverage will be at the owner's expense.

## SIGNATURES

CertaPro Painters Authorized Signature

Date

Authorized Client Signature

Date

Authorized Client Representative Name & Title

Client





**Slide Description:**

**Open Flume Body Slide – Tan**

**Fiberglass Repairs:**

- Repair all minor fiberglass repairs in ride path (i.e. a chip or gouge with a sharp edge)\*
- All repairs will be done with vinyl-ester resin
- Recaulk seams as needed (recaulking is not a guarantee to stop leaking seams) \*\*
- Seams will be sealed with premium caulk

**Polish and Wax - Interior:**

- Clean start tub and all open flume sections
- Polish start tub and all open flume sections
- Wax start tub and all open flume sections

**Project Amount:** ..... \$11,493.00

**Steel Structure Description:**

**Steel Slide Column & Control Arms – Black**

**Work Description:**

**Paint**

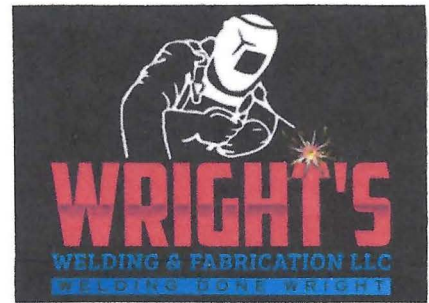
- Build scaffolding/tarping structure to capture coating debris, as needed
- Hot water/high pressure wash column and arms, (5,000 PSI) per NACE SSPC-SP1
- Hand Tool rusted areas as needed, per NACE SSPC-SP2
- Power Tool rusted areas as needed, per NACE SSPC-SP3
- Prime Coat with 2-part as needed
- Apply finish coat with poly-siloxane paint

**Project Amount:** ..... \$3,000.00



# WRIGHT'S WELDING AND FABRICATION LLC

26 Industrial Loop E  
Suite 170  
Orange Park, FL 32073 US  
wrightweldfab@gmail.com



## Estimate

ADDRESS  
**OM Marc Rousseau**  
Riverside Management Services

ESTIMATE      2589  
DATE            02/06/2023

SERVICE	DESCRIPTION	QTY	RATE	AMOUNT
Labor	1. Remove and Replace 22 damaged stainless steel bolts, washers, and nuts 2. Remove, fabricate, and replace (2) damaged Galvanized slide brackets 3. Clean surface rust from existing brackets	1	3,000.00	3,000.00
SUBTOTAL				3,000.00
TAX				0.00
TOTAL				<b>\$3,000.00</b>

Accepted By

Accepted Date

## *ELEVENTH ORDER OF BUSINESS*

# Storm Drain Cleaning



## 6 Storm Drains Clogged

444 St. John's Golf Dr ( 2 )

987 Eagle Point Dr

733 Eagle Point Dr

1020 Meadow View Lane

1021 Meadow View Lane

Company	Cost
Metro Rooter	\$5,950.00
Cloud 9	\$2,651.00
Deangelo Contracting	\$



**Wind River Environmental dba Metro Rooter**

**Wind River Environmental  
General Terms and Conditions**

<b>Billed to:</b> St. Johns Golf & Country Club 205 Saint Johns Golf Drive Saint Augustine, FL 32092
---

**Site Contact:**  
 Marc Rousseau  
[mrrousseau@rmsnf.com](mailto:mrrousseau@rmsnf.com)

<b>Job Sites:</b> 205 Saint Johns Golf Drive Saint Augustine, FL 32092
--

Date: 2/6/2023

**Wind River Environmental  
General Terms and Conditions**

The undersigned ("CUSTOMER") agrees to services from WRE described below and purchase from WRE its entire present and future requirements of services at CUSTOMER's locations set forth below &/or attached (each, a "Location" and, collectively, the "Locations", subject to the following terms and conditions (including those on the second page of this agreement).

**Equipment and Product:** All equipment described in the table below (including necessary piping, lines, fittings, etc. as determined by WRE) and other equipment/svcs supplied by WRE to PURCHASER (collectively, "Svcs/Equipment") shall be performed at WRE's then applicable rates.

**Scope of Work**

Pricing includes Vactor truck to clean 6 catch basins full of leaves & debris. Final cost is to be determined based on truck load. We estimate 3 catch basins can be cleaned with one truck load. If more or less truckloads are needed in order to complete all 6 catch basins the price will be increased or decreased accordingly. Pricing below is for two truckloads at \$2,500.00 per truck load plus fuel / disposal. Pricing is valid for 30 days.

Vactor: \$5,000.00  
 (Two Truck Loads)  
 Fuel / Disposal: \$950.00  
**Total: \$5,950.00**

**Assumptions/Clarifications**

- Pricing reflects one-time service.
- Vendor will supply all personnel and equipment as specified within the term and conditions of this agreement.
- Vendor will provide the services described herein in accordance with all federal, state, and local regulations.
- Emergency service is available, as needed. Additional costs will apply.
- Any services that need to be provided that are not defined in the above scope of work will be subject to additional costs. If additional services are required, vendor reserves the right to issue a job change order (JCO) prior to work being performed.
- Vendor will require a xxx payment to be made before work begins and the balance due at the time the project is completed.
- All prices are valid for forty-eight hours. WRE reserves the right to change proposed prices after forty-eight hours due to unpredictable unforeseen circumstances.
- Energy Recovery is based on the Energy Information Administration's National U.S. average of diesel price per gallon ([www.eia.gov/petroleum/gasdiesel/](http://www.eia.gov/petroleum/gasdiesel/)). The specific policy can be referenced at [www.wrenvironmental.com/policies/](http://www.wrenvironmental.com/policies/).

**CUSTOMER:**

Print Name: \_\_\_\_\_

Print Title: \_\_\_\_\_

Authorized Signature: \_\_\_\_\_

PO#: \_\_\_\_\_

**SERVICE PROVIDER: WIND RIVER ENVIRONMENTAL**

Print Name: \_\_\_\_\_

Print Title: Commercial Account Manager

Authorized Signature: \_\_\_\_\_

**A. SERVICES**

WRE agrees to perform all services as stated in this agreement (scope of work) in accordance with applicable laws, environmental regulations, & gov't & commercial standards. WRE agrees to obtain and maintain at our sole expense for the term of this Agreement, Comprehensive General Liability Insurance: \$1,000,000 for each occurrence, combined single limit for bodily and property damage. Customer warrants that all equipment (grease traps, drain lines, manhole covers, etc.) upon which work is to be performed are owned by the Customer, or that authorization for the work has been obtained from the rightful property owner. The Customer shall be responsible for compensating WRE for any and all damages collected against WRE by any third party demonstrating actual ownership of the equipment upon which work is to be performed, regarding damage to which the customer represents as their own. Customer agrees to provide access to work areas for WRE's employees and vehicles and agrees to keep access clear and available for movement and parking of trucks and equipment during service time. WRE assumes no liability or responsibilities for any cracking, breaking, puncturing, depressing or any other damage to any driveway, patio, other paved, bricked, stoned, concrete or asphalt surface which may result from trucks and equipment being used to access the job site. In the event of unforeseen or unplanned conditions, WRE reserves the right to issue a job change order (JCO) for the additional work performed above and beyond the original scope of work quoted in this agreement. In the event the customer chooses not to agree to the JCO of the revision of the SOW, WRE terminates the agreement, unless agreed in writing by WRE, and all work performed will be invoiced up to that point.

Wind River Environmental is not responsible for unmarked underground lines, landscaping, irrigation, water lines, cable lines, electrical work, fencing, mailboxes, lamp posts, pavers, driveways or walkways that are damaged by the heavy equipment needed to perform the work, but we will work with reasonable care to safeguard all customers' personal property. \_\_\_\_\_ (Initial Here)



## B. AGREEMENT TERM

Customer agrees that WRE is the exclusive provider for this agreement. WRE reserves the right to terminate this Agreement at any time with or without cause. WRE has the right to terminate this agreement, in whole or in part, for Customer's failure to pay past invoices in a timely manner or if conditions change which alter the nature and scope of work. This Agreement may not be assigned by Customer without the prior written consent of WRE. This agreement is automatically assignable to a new owner.

## C. PAYMENT

Customer agrees to pay WRE the amounts listed above on this agreement for waste removal and/or additional services. Payment is to be received upon completion of each svc listed above on agreement for waste removal and/or additional svcs. In event scope of work changes, WRE will be paid for all items on contract that have been completed. Any additional work performed/requested by Customer will be billed on a time & material basis. Service charge of 1.5%/mo will be added to account thirty days after invoice date. Customer is responsible for all costs associated with the collection including, but not limited to, attorneys' fees and court costs. Taxes, Other Fees and Charges, Permits and Compliance: Customer shall pay all applicable taxes, fees, assessments and penalties and will obtain permits and licenses in any manner connected with the services being provided and will comply with all laws, regulations and ordinances applicable thereto. Customer shall pay WRE an Environmental Fee in connection with WRE's compliance with federal, state and local materials regulations applicable to WRE's operations and activities; Customer acknowledges that Environmental Fee is retained by WRE and not paid to any governmental agency or authority. Customer shall pay WRE any applicable delivery charges, regulatory administrative fees, surcharges (including an energy/fuel surcharge for delivery of Product (per Customer Location) in accordance with WRE's then current energy surcharge), and other charges or surcharges applicable to WRE's customers generally in effect from time to time.

**Recurring Credit Card Payment Authorization**, upon signature you authorize charges to your credit card for agreed services. You will be charged the amount invoiced each billing period. A receipt/invoice copy will be available for each payment and the charge will appear on your credit card statement. You agree that no prior-notification will be provided. I understand that this authorization will remain in effect until I cancel it in writing, and I agree to notify Wind River Environmental, LLC in writing of any changes in my account information or termination of this authorization at least 15 days prior to the next billing date. If the above noted payment dates fall on a weekend or holiday, I understand that the payments may be executed on the next business day. I acknowledge that the origination of Credit Card transactions to my account must comply with the provisions of U.S. law. You certify that you are the authorized user of this Credit Card and will not dispute these scheduled transactions; so long as the transactions correspond to the terms indicated in this authorization form.

Authorized Signature: \_\_\_\_\_

## D. INVOICES

With approved credit, WRE will send an itemized invoice in the amount as indicated above on this Agreement to Customer's billing address promptly after services are completed. WRE may require full payment in advance at its discretion. If WRE does not resolve the full amount invoiced by the due date on the bill, WRE may assess a late charge not to exceed 1.5% per month of the overdue amount. If Customer fails to pay any bill within thirty (30) days of the due date, WRE will have the following rights: 1) WRE may require full and immediate payment of all amounts due under this Agreement; 2) WRE may suspend or cancel service or 3) WRE may terminate this Agreement in which case Customer remains responsible for all past due amounts plus interest and all other damages incurred by WRE as a result of Customer's breach. All payments will be applied first to oldest balances outstanding. WRE may, at any time, adjust the Monthly Fees, the Product Rate and/or the Overage Rate (the "Price Adjustment") effective fifteen (15) days after notifying PURCHASER of such Price Adjustment (notification may be in the form of an invoice.) If, however, within fifteen (15) days following PURCHASER's receipt of a Price Adjustment Notification, PURCHASER provides WRE with a copy of a bona fide written offer from a reputable SELLER competitor offering Equipment and Svcs in like quantity, like quality, under similar conditions, and at lower prices than those contemplated by the Price Adjustment (a "Competitive Offer"), PURCHASER may terminate this Agreement with respect to those Locations affected by the Price Adjustment, unless, within fifteen (15) days after WRE's receipt of the Competitive Offer, WRE (at WRE's sole discretion) either (a) meets the prices reflected in the Competitive Offer or (b) reinstates the Monthly Fees, Product Rate and/or Overage Rate, as applicable, that were in effect at the time of the Price Adjustment Notification (the "Price Match"). If WRE makes the Price Match, WRE shall have the right, in WRE's sole discretion, to extend the term of this Agreement for up to five (5) years from the date WRE implements the Price Match. Changes in prices pursuant to Section B or Section C of this Agreement shall not constitute a Price Adjustment for purposes of this Section D.

## E. EMERGENCY SERVICE/ADDITIONAL SCOPE OF WORK

Requests for immediate grease waste removal/associated svcs shall be construed as an emergency and may be subject to emergency charges in addition to previously stated fees. Unexpected services may be required in the event of natural disasters or other unscheduled repairs to pipes or other infrastructure. Customer agrees to pay additional sums on a time and material basis for any additional work required to complete the job or emergency service caused by canceled contingencies such as foreign matter, rock, stones, broken pipes, or any other condition not really apparent in estimating the work specified, or any delays resulting from unanticipated interruptions outside the control of WRE. One-time Emergency fee/service may be up to \$350.

**Additional Locations:** PURCHASER shall notify SELLER of any additional locations operated by PURCHASER and such location(s) (each, an "Add'l Location") shall, subject to SELLER's prior consent, become Locations subject to all of the terms and conditions then in effect under this Agreement. On-call service shall be priced separately and billed at emergency rates.

## F. FORCE MAJEURE

Service by WRE is subject to and contingent upon floods, hurricanes and other extreme weather conditions, strike or other labor disturbances, fire, accidents, war, delays of carriers, inability to obtain materials, failures of normal sources of supply, restraints of government (whether or not it later proves to be invalid), or any other similar or dissimilar cause beyond WRE's reasonable control (each, a "Force Majeure Event"). WRE shall advise Customer of the reason for and anticipated length of any such Force Majeure Event. In the event a Force Majeure Event affects only a part of WRE's capability to produce and/or deliver Product and/or Equipment, WRE will allocate production and/or deliveries among the requirements of all its affected customers and WRE's own requirements in a fair and reasonable manner, as determined by WRE. Customer will pay or reimburse WRE for any additional costs incurred by WRE relating to the delivery of any Product and/or Equipment to Customer during a Force Majeure Event. WRE shall not be considered in breach of this Agreement to the extent that the performance of its obligations hereunder is prevented by a Force Majeure. WRE will not be liable to Customer for any failure of the grease trap/svc resulting from events beyond WRE's control, including fire, floods, accident, utility failure and acts of God.

## G. MISCELLANEOUS

The individual signing this agreement on behalf of the Customer represents and warrants the he or she is authorized to sign as an owner, manager, officer, partner or employee of Customer and that he or she is empowered to bind Customer to the terms and conditions contained herein.

## H. LIMITATION OF LIABILITY

Customer acknowledges that there are hazards associated with the services involved in this Agreement and that it understands such hazards. It is Customer's responsibility to warn and protect its employees and others exposed to such hazards. Customer shall indemnify, defend and hold harmless WRE and its affiliates and their respective employees, agents, successors, officers, and assigns (each, an "Indemnified Party") from any suits, losses, claims, demands, liabilities, costs and expenses (including reasonable attorney and accounting fees) that an Indemnified Party may sustain or incur or which are threatened arising from or in any way related to the services provided by WRE. WRE SHALL NOT BE LIABLE FOR COSTS OF PROCUREMENT OF SUBSTITUTE PRODUCTS OR SERVICES, NOR FOR ANY LOSS OF BUSINESS, INTERRUPTION OF BUSINESS, LOST PROFITS OR GOODWILL, OR OTHER INDIRECT, SPECIAL, INCIDENTAL, EXEMPLARY OR CONSEQUENTIAL DAMAGES OF ANY KIND ARISING OUT OF OR RELATING TO THE SERVICES PROVIDED UNDER THIS AGREEMENT, EVEN IF WRE HAS BEEN ADVISED OF THE POSSIBILITY OF SUCH LOSS, AND NOTWITHSTANDING ANY FAILURE OF ESSENTIAL PURPOSE OF ANY LIMITED REMEDY. No claim of any kind, whether or not based on negligence, warranty, strict liability or any other theory of law, will be greater than the price of the service or services in respect to which such claim is made. The foregoing constitutes Customer's exclusive remedy and WRE's sole obligation with respect to any such claim. THERE ARE NO EXPRESS WARRANTIES MADE BY WRE.

## I. DEFAULT

In addition to any other rights or remedies WRE may have at law or in equity, WRE reserves the right to immediately disrupt service in the event of payment delinquency or upon default by Customer in any of the terms or conditions herein (a "Customer Default"). In the event (a) of a Customer Default, (b) that any proceeding under bankruptcy laws shall be commenced by or against Customer, or (c) Customer shall be adjudged insolvent or make any assignment for the benefit of creditors, WRE may, at its option, immediately cancel and terminate this Agreement with or without demand or notice to Customer and without court proceedings (a "WRE Termination for Cause"). Upon a WRE Termination for Cause, Customer shall remain responsible for all costs incurred for which WRE has not been paid, attorneys' fees and costs and any other damages resulting from Customer's default.

## J. REPRESENTATION AND INDEMNITY

Customer represents and warrants to WRE that it is not obligated under the terms of any other contract for provision of the same or similar services. In the event that the foregoing representation and warranty proves to be false, Customer hereby indemnifies and holds harmless WRE from and against all costs, including reasonable attorney's fees, damages or liabilities that WRE may incur in connection with any claim asserted by any third party as a result thereof.

## K. JURISDICTION

This Agreement shall be governed by and construed under the laws of the state of North Carolina, South Carolina, Massachusetts, Pennsylvania or New York depending upon the location of the services which are the subject of the dispute were performed. For example, if the events giving rise to the dispute were performed in Pennsylvania, Pennsylvania law shall apply. At WRE's sole option, any and all disputes shall be resolved by arbitration in accordance with the Construction Industry Rules of the American Arbitration Association.





**Cloud9**  
Services, LLC

Video Pipe Inspection - Pipe Repair - Sinkhole Repair  
JetVac Cleaning - Lift Stations - Hydro Excavation  
Storm Drain Cleaning

CFC1429310

**407-481-2750** **Cloud9Service.com**

1201 W. Jackson St. • Orlando, FL 32805  
(407)481-2750 • Toll Free (866)3CLOUD9  
Fax (407)481-8850 • [www.Cloud9Services.com](http://www.Cloud9Services.com)  
CFC1429310 • CUC1225248

## PROPOSAL

Date:	02/07/2023
Reference #:	Storm Drain Cleaning
Prepared By:	Manuel Rivera
Prime Contractor:	

### Bill To:

### Job Site:

<b>Company</b>	Sampson Creek @ St. John's Golf & CC	<b>Owner</b>	
<b>Name</b>	Marc J Rousseau	<b>Job Name</b>	Sampson Creek Storm Drain
<b>Street Address</b>	219 St Jonh's Gold Drive	<b>Street Address</b>	444 St. John's Golf Drive
<b>City, ST, Zip</b>	St. Augustine, FL 32092	<b>City, ST, Zip</b>	St. Augustine, FL
<b>Phone #</b>	(904) 803-2763	<b>Site contact Phone #</b>	
<b>Email</b>	mrousseau@rmsnf.com	<b>Site contact Email</b>	

<b>SALESPERSON</b>	<b>PO NUMBER</b>	<b>ORDER BY</b>	<b>SERVICE DATE</b>	<b>TERMS</b>
Manuel Rivera				NET 30

Description	Rate	UoM	QTY	Amount
Jet Vac Truck with Operator	\$245.00	Hour	8.0	\$ 1,960.00
Off-Site Disposal	\$1,000.00	Load	0.5	\$ 500.00
	\$0.00			\$ 0.00
	\$0.00			\$ 0.00
	\$0.00			\$ 0.00
	\$0.00			\$ 0.00
	\$0.00			\$ 0.00
	\$0.00			\$ 0.00
	\$0.00			\$ 0.00
Fuel Recovery Fee	9.75%		1,960.00	\$ 191.10

Please note that this estimate is for budgetary purposes only. All work will be done under the terms and conditions contained in this agreement.

**TOTAL**

**\$2,651.10**

If you wish to accept this proposal, please sign below and email or fax back:

Accepted by:

*Manuel Rivera*

02/07/2023

Manuel Rivera Senior Estimator  
Cloud 9 Services, LLC  
[manny@cloud9services.com](mailto:manny@cloud9services.com)

Date

Authorized Representative Signature

Date

Cell: 407-307-9336

Print Signers Name Above



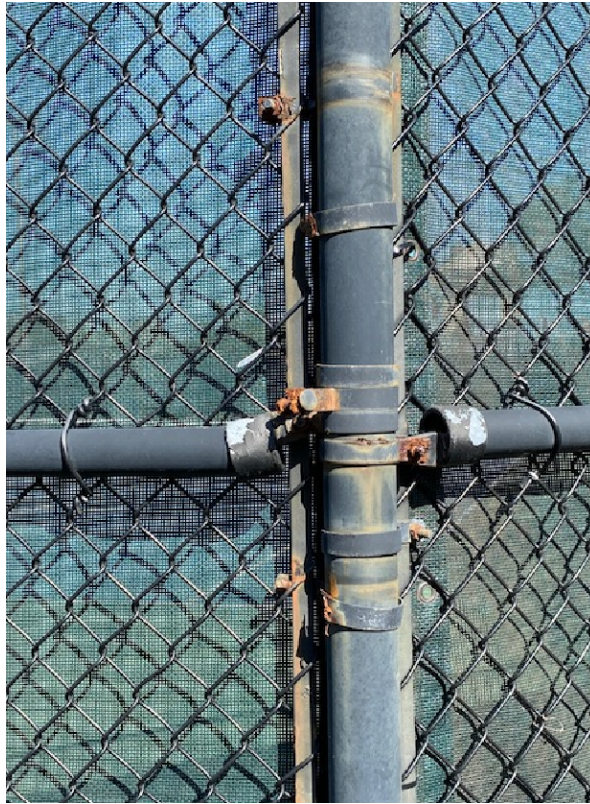
## General Notes and Conditions:

Any Items not listed above in work description is excluded, please see exclusion list below:

1. Our price included truck with operator additional personnel/helper are excluded but can be provided if needed for additional charge of \$55.00 per hour per employee.
2. Job cancellation same day will result in a 4hr minimum charge.
3. Hourly rate is charged from closest Cloud 9 office to client's project site.
4. There is a (4) hour minimum charge. The hourly rate is charged for actual time portal to portal including travel time to and from the project site, performing the work, filling the truck with water and dumping the debris.
5. Our price is based on (1) mobilization of our equipment without delay occasioned by others.
6. Offsite disposal is excluded but we can provide this service if required. Disposal cost are \$500.00 per ½ load and \$800.00 per full load.
7. Access for our equipment to all areas of the project for the scope of work to be performed shall be provided by the Customer such that a two-wheel drive vehicle can traverse to and from the location of the work.
8. If the situation arrives where the standard solid vacuum pipes of the jet/vac truck cannot reach the debris and other material subject to be vacuumed, and use of corrugated PVC black hose is required, additional cost for pickup truck with 100ft flex hose and helper of \$180.00/per hour 4hr min. Additional hose over 100ft if needed is available for additional charge of \$5.00/per foot with a 100 ft min.
9. Water for filling our water tanks for our jetting operations is to be provided by a hydrant and meter provided by customer. We can provide water for additional charge of \$65.00/per load.
10. Temporary Traffic Control is by others but can be provided for additional costs. We have the very highest level of FDOT TTC Certification that is available.
11. Turbidity barrier is excluded.
12. CCTV reports and videos will be on Two DVD's that are included. Customer will be left 2 DVD copies onsite at the end of eac day of video work. Videos/reports are keep for 30 days and must be reviewed for quality assurance by customer within 30 days of video work performed. Cloud 9 Services LLC will not be held responsible for any inconsistencies or problems with the videos/reports beyond 30 days.
13. Project delays caused by others resulting in downtime will be billed at our hourly rates.
14. Any specialized training that requires contractor/owner/Cloud 9 Services to mobilize our personnel to the site without performing our scope of work described above.
15. Permitting, pipe cleaning, video, mandrel, or testing other than the scope of work listed above is excluded.
16. Confined space entry, dewatering, pipe plugging, cofferdams, commercial divers and dredging other than the scope of work listed above is excluded.
17. Any Landscaping restoration is excluded.
18. Any concrete or asphalt driveway/road/sidewalk repair, restoration, or replacement is excluded.
19. Any surface locates or survey work is excluded.
20. Any backfill, shoring, or compaction is excluded.
21. Industrial or hazardous materials removal or disposal is excluded.
22. Any item not specifically mentioned above in scope of work as being included, is excluded.
23. Fuel surcharge will be billed on every job ticket. It is necessary to increase this 6.750% base surcharge an additional 1.00% every \$0.50 increment above our baseline trigger point of \$3.00 per gallon. Our Fuel Surcharge Program scale is as follows:  
Fuel Cost Surcharge  
\$3.00 6.75%  
\$3.50 7.75%  
\$4.00 8.75%  
\$4.50 9.75%  
\$5.00 10.75%  
\$5.50 11.75%  
\$6.00 12.75%  
\$6.50 13.75%

## *TWELFTH ORDER OF BUSINESS*

# Tennis Court Fence Repair Proposals



Company	Cost
Old City Fence	\$3,500.00
Brock Fence	\$8,515.00
Matanza Fence	\$





138 Gentian Road  
St. Augustine, Florida 32086  
Phone: 904-314-7576  
Email: [Oldcityfence@gmail.com](mailto:Oldcityfence@gmail.com)

Date: JAN 27, 2023

**CUSTOMER NAME:** Riverside Management St. Johns County golf

<u>Description:</u>	<u>Quantity:</u>	<u>Total Amount:</u>
540' of black 1 5/8 top rail Install to bottom of tennis court and tie off Brackets and rail end cups		\$3,000.00
Replace old rusted fence bands		\$200.00
Repair 10 patches		\$300.00

**Total Amount Due Upon Completion: \$3,500.00**

Please make all checks payable to:

Old City Fence  
138 Gentian Road  
St. Augustine, Florida 32086

Thank you for choosing Old City Fence to meet all of your fencing needs.



**Brock Fence**  
4955 Crescent Technical Court  
St. Augustine, FL 32086 US  
904-797-2006  
sales@brockfence.com

## Estimate

**ADDRESS**

Mark  
St. Johns Golf & Country Club  
219 St. Johns Golf Dr  
St. Augustine, FL 32092

**SHIP TO**

Mark  
St. Johns Golf & Country Club  
219 St. Johns Golf Dr  
St. Augustine, FL 32092

ESTIMATE #	DATE	
5498	01/11/2023	

QTY	DESCRIPTION	AMOUNT
504	FEET INSTALL 1 5/8 BOTTOM RAIL AND FITTINGS NEEDED ALL BLACK FITTINGS 1 5/8" .065 BOTTOM RAIL #9 STEEL TIES BLACK TOTAL	5,915.00
OPTION:		
128	2 1/2" BLACK TENSION BANDS	
39	2 1/2" BRACE BANDS	
10	REPAIR SMALL HOLES IN BLACK WIRE 1 3/4" MESH	
	OPTION TOTAL	2,600.00
TOTAL		<b>\$8,515.00</b>

Accepted By

Accepted Date

THE OWNER/AGENT ACCEPTS RESPONSIBILITY FOR LOCATION AND PLACEMENT OF FENCE.  
BROCK FENCE, INC. NOT RESPONSIBLE FOR LOCATING SPRINKLER SYSTEM AND PRIVATE LINES  
OR LIABLE FOR ANY DAMAGE INCURRED DURING INSTALLTION.  
PRIVATE LINES INCLUDING - SPRINKLERS, GAS, POWER RUN TO SHED

\_\_\_\_\_  
INITIALS

*THIRTEENTH ORDER OF BUSINESS*



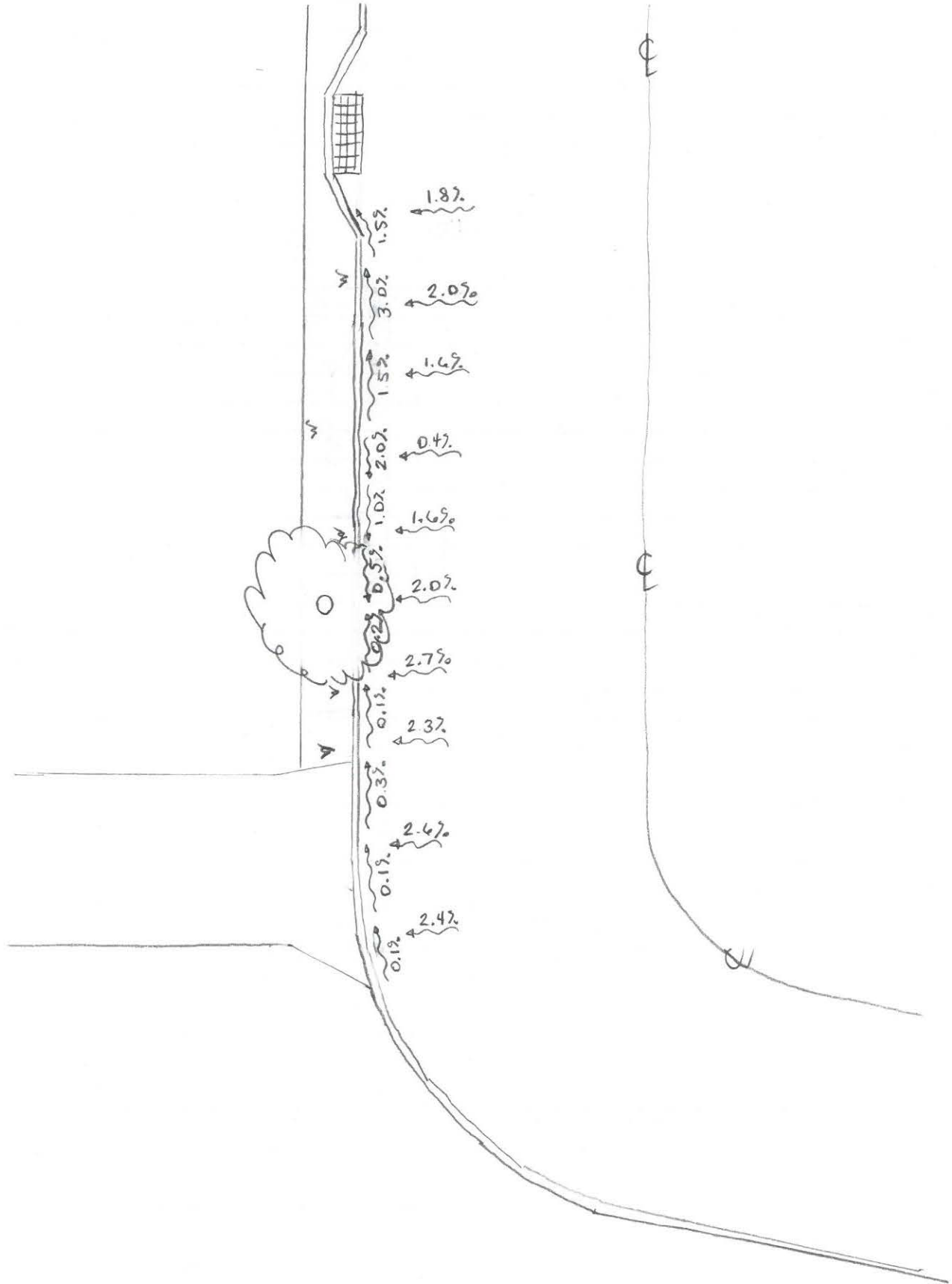
*B.*



904-826-1334 | www.mdginc.com

DATE: 2/7/2023 CONTRACTOR: Sampson Creek CDD  
PROJECT #: 16080 PROJECT NAME: 1021 Meadowview Lane  
PROJECT MANAGER: Alex Acree  
CALCULATED BY: Mike Silvestri  
SHEET NO.: 1 OF: 1 SCALE: N/S

1021











*E.*



*1.*

# *Sampson Creek*

Community Development District

Field Operations & Amenity Management Report



**Marc J. Rousseau**

FIELD OPERATIONS MANAGER  
RIVERSIDE MANAGEMENT SERVICES, INC.

**Leah Tinture**

AMENITY MANAGER  
RIVERSIDE MANAGEMENT SERVICES, INC.

# Sampson Creek Community Development District

## Field Operations & Amenity Management Report

February 16, 2023

To: Board of Supervisors

From: Marc J. Rousseau  
Field Operations Manager

Leah Tinture  
Amenity Manager

RE: Sampson Creek Field Operations & Amenity Management Report  
February 16, 2023

The following is a summary of items related to the field operations, maintenance and amenity management of Sampson Creek.





# Events

## Amenity and Recreation Manager:

**February 3rd** – Food Trucks Resumed

**February 11th** – Valentine Heart & Stars Family Fun

**February 13th** - Blood Mobile coming 10-6pm in the Club Parking Lot

**February 18th** – Teen Job Fair

## DISCUSSION POINTS:

- Golf Cart Registration
- Clean Up of CDD property by Golf Course Maintenance Building- Per the Fire Marshall
- Phase 1 of Upper Deck – remove all vegetation ( bushes etc.. and replace with just mulch and a little plant like board grass )

## UPCOMING EVENTS:

**March 10-11-12** - Lifeguard Course

**March 13-17** - Spring Break

**March 25** - Neighborhood Yard Sale

**April 1** – Eggstravaganza

**April 14- 15-16** - Lifeguard Course

**April 17** – Blood Mobile



A landscape adjustment to block a restricted access point.

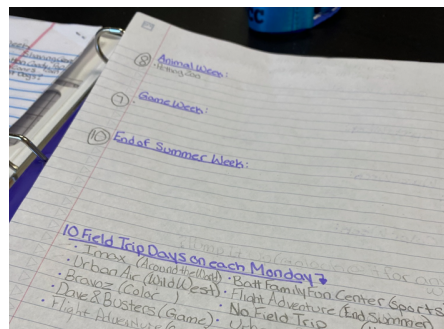


Another golf cart registered.



Checking those access cards.

## A Day in the Week



Making plans for the Summer Camp kids. Gotta keep them busy.

# Completed Projects



- ✚ The recreation Storage Closet was
- ✚
- ✚ Joe repositioned the door latch for the Community Room door to latch better.



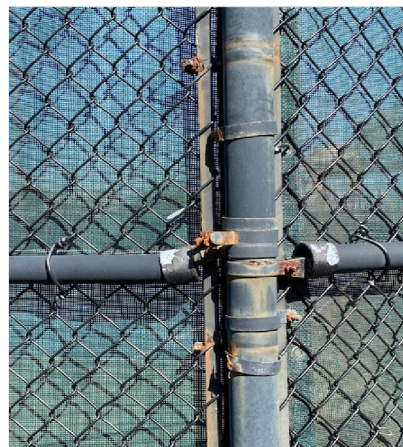
# Projects in Pipeline



# Projects in Pipeline



- ✚ Tears and holes in several areas of
- ✚
- causing balls to roll under into the
- ✚
- to collapse.





# Projects in Pipeline



There are 6 storm drains in the





## Projects in Pipeline



Slide structure was built in 2001



with stainless steel bolts and nuts.

## Conclusion

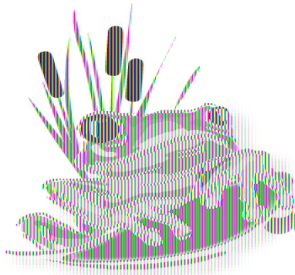
For any questions or comments regarding the above information please contact Marc J. Rousseau, Operations Manager, at [mrrousseau@rmsnf.com](mailto:mrrousseau@rmsnf.com) and Leah Tinture, Amenity Manager, at [sjgcc@rmsnf.com](mailto:sjgcc@rmsnf.com) .

Respectfully,

Leah Tinture  
Marc Rousseau

2.





# The Lake Doctors, Inc.

## Aquatic Management Services

The Lake Doctors, Inc. is committed to the stewardship of waterways as well as the health & safety of our Customers and Team Members. All materials selected for use on your property are registered by the United States Environmental Protection Agency. All of our Team Members are state-certified applicators and ensure that any materials used pass our quality assurance evaluations. To further promote safety, please comply with all instructions and recommendations.

### Completed Work Order Information

**Account #:** 707136 **SAMPSON CREEK CDD SJGCC**  
**Site Information:** 219 St Johns Golf Dr , St. Augustine, FL 32092-  
**Customer Billing Information:** 219 St Johns Golf Dr , St. Augustine FL 32092-  
**Service Branch Information:** 11621 Columbia Park Dr W  
(904) 262-5500  
**Lake Doctors Corporate HQ:** 4651 Salisbury Rd. Suite 155 Jacksonville, FL 32256  
AR@lakedoctors.com www.lakedoctors.com

**Event Name:** Water Management - Zone 1  
**Work Order Number:** 1736312  
**Completed Date:** 1/13/2023  
**Target Pests (if applicable):**

**Thank you for  
your business!**

### Service Notes & Observations

19-dye added to inhibit algae growth. 20- inspected. 21-treated for minimal algae. 23-inspected. 24- inspected. 24A-inspected. 24B-inspected. 25-inspected. 25A-treated for algae, dye added to inhibit algae growth. 26-inspected. Thanks!  
Steven

#### Environmental Conditions

**Weather:** Overcast  
**Temperature:** 61.47  
**Wind Direction:** North-East  
**Wind Speed:** 13.8  
**Humidity:** 68.0000

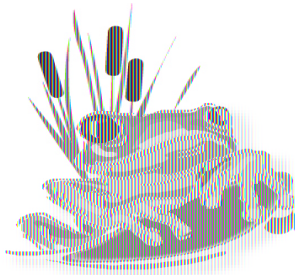
Treated for Algae, Inspected Pond(s), Pond Dye Added

#### Services Completed by:

Steven Pye  
904-228-8002 | steven.pye@lakedoctors.com

#### Customer Signature (if needed):





# The Lake Doctors, Inc.

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**Customer Billing Information:** 219 St Johns Golf Dr , St. Augustine FL 32092-  
**Service Branch Information:** 11621 Columbia Park Dr W  
(904) 262-5500  
**Lake Doctors Corporate HQ:** 4651 Salisbury Rd. Suite 155 Jacksonville, FL 32256  
AR@lakedoctors.com www.lakedoctors.com  
**Event Name:** Water Management - Zone 3  
**Work Order Number:** 1736314  
**Completed Date:** 1/18/2023  
**Target Pests (if applicable):**

**Thank you for  
your business!**

### Service Notes & Observations

lake #1 treated for algae.  
#12 treated for algae  
#12a treated for algae.  
#13 treated for algae.  
#14 treated for algae  
14a treated for algae  
15 treated for algae  
16 algae  
17 algae  
#9 algae.  
this zone looks great.  
thank you

Treated for Algae

#### Environmental Conditions

**Weather:**  
**Temperature:** 0  
**Wind Direction:** null  
**Wind Speed:** 0  
**Humidity:**

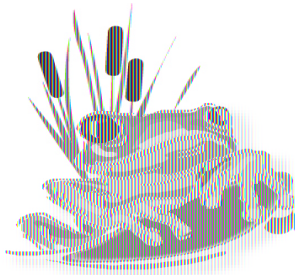
**Services Completed by:**

**Customer Signature (if needed):**

Garrett Potter  
904-626-1883 | garrett.potter@lakedoctors.com



American Owned  
& Operated



# The Lake Doctors, Inc.

## Aquatic Management Services

The Lake Doctors, Inc. is committed to the stewardship of waterways as well as the health & safety of our Customers and Team Members. All materials selected for use on your property are registered by the United States Environmental Protection Agency. All of our Team Members are state-certified applicators and ensure that any materials used pass our quality assurance evaluations. To further promote safety, please comply with all instructions and recommendations.

### Completed Work Order Information

**Account #:** 707136 **SAMPSON CREEK CDD SJGCC**  
**Site Information:** 219 St Johns Golf Dr , St. Augustine, FL 32092-  
**Customer Billing Information:** 219 St Johns Golf Dr , St. Augustine FL 32092-  
**Service Branch Information:** 11621 Columbia Park Dr W  
(904) 262-5500  
**Lake Doctors Corporate HQ:** 4651 Salisbury Rd. Suite 155 Jacksonville, FL 32256  
AR@lakedoctors.com www.lakedoctors.com  
**Event Name:** Water Management - Zone 6  
**Work Order Number:** 1736868  
**Completed Date:** 1/23/2023  
**Target Pests (if applicable):**

**Thank you for  
your business!**

### Service Notes & Observations

Treated for in zone 2. Lakes look really good.  
Thank you

#### Environmental Conditions

**Weather:**  
**Temperature:** 0  
**Wind Direction:** null  
**Wind Speed:** 0  
**Humidity:**

Treated for Algae

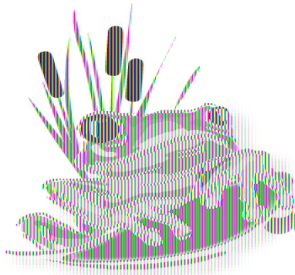
**Services Completed by:**

**Customer Signature (if needed):**

Garrett Potter  
904-626-1883 | garrett.potter@lakedoctors.com







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### Completed Work Order Information

**Account #:** 707136 **SAMPSON CREEK CDD SJGCC**  
**Site Information:** 219 St Johns Golf Dr , St. Augustine, FL 32092-  
**Customer Billing Information:** 219 St Johns Golf Dr , St. Augustine FL 32092-  
**Service Branch Information:** 11621 Columbia Park Dr W  
(904) 262-5500  
**Lake Doctors Corporate HQ:** 4651 Salisbury Rd. Suite 155 Jacksonville, FL 32256  
AR@lakedoctors.com www.lakedoctors.com  
**Event Name:** Water Management - Zone 2  
**Work Order Number:** 1736313  
**Completed Date:** 1/24/2023  
**Target Pests (if applicable):**

**Thank you for  
your business!**

### Service Notes & Observations

Treated for weeds listed. Ponds 2-10 are in pretty good condition. Small amounts of algae. Treated accordingly.  
Thank you,  
Tim

#### Environmental Conditions

**Weather:** Sunny  
**Temperature:** 58.51  
**Wind Direction:** West  
**Wind Speed:** 9.22  
**Humidity:** 72.0000

Treated for Algae & Invasive Aquatic Weeds

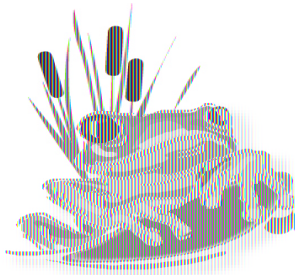
#### Services Completed by:

*Thank you,  
Tim*

Timothy Howard  
904-626-1882 | tim.howard@lakedoctors.com

#### Customer Signature (if needed):





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### Completed Work Order Information

**Account #:** 707136 **SAMPSON CREEK CDD SJGCC**  
**Site Information:** 219 St Johns Golf Dr , St. Augustine, FL 32092-  
**Customer Billing Information:** 219 St Johns Golf Dr , St. Augustine FL 32092-  
**Service Branch Information:** 11621 Columbia Park Dr W  
(904) 262-5500  
**Lake Doctors Corporate HQ:** 4651 Salisbury Rd. Suite 155 Jacksonville, FL 32256  
AR@lakedoctors.com www.lakedoctors.com  
**Event Name:** Water Management - Zone 4  
**Work Order Number:** 1736784  
**Completed Date:** 1/27/2023  
**Target Pests (if applicable):**

**Thank you for  
your business!**

### Service Notes & Observations

19, 25A, 21 treated for minimal algae. 25A dye added to inhibit algae growth.  
20,23,24,24A,24B,25,26 inspected. Thanks!  
Steven

#### Environmental Conditions

**Weather:** Sunny  
**Temperature:** 53.69  
**Wind Direction:** North  
**Wind Speed:** 9.22  
**Humidity:** 51.0000

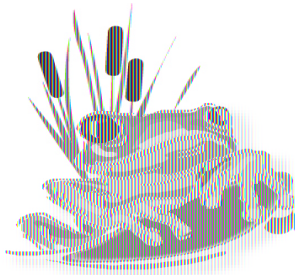
Pond Dye Added, Inspected Pond(s), Treated for Algae

#### Services Completed by:

Steven Pye  
904-228-8002 | steven.pye@lakedoctors.com

#### Customer Signature (if needed):





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### Completed Work Order Information

**Account #:** 707136 **SAMPSON CREEK CDD SJGCC**  
**Site Information:** 219 St Johns Golf Dr , St. Augustine, FL 32092-  
**Customer Billing Information:** 219 St Johns Golf Dr , St. Augustine FL 32092-  
**Service Branch Information:** 11621 Columbia Park Dr W  
(904) 262-5500  
**Lake Doctors Corporate HQ:** 4651 Salisbury Rd. Suite 155 Jacksonville, FL 32256  
AR@lakedoctors.com www.lakedoctors.com

**Event Name:** Water Management - Zone 5  
**Work Order Number:** 1743486  
**Completed Date:** 2/7/2023  
**Target Pests (if applicable):**

**Thank you for  
your business!**

### Service Notes & Observations

Treated for weeds listed. Ponds have pollen (yellow film) on them. Pond on hole 17 has floating spikerush with algae on top. Pond on hole 16 also has this. Treated accordingly. Ponds 4,6,8,9 and 10 have minimal algae. Treated accordingly.  
Thank you,  
Tim

#### Environmental Conditions

**Weather:** Sunny  
**Temperature:** 66.36  
**Wind Direction:** North  
**Wind Speed:** 8.05  
**Humidity:** 73.0000

Treated for Algae & Invasive Aquatic Weeds

#### Services Completed by:

*Thank you,  
Tim*

Timothy Howard  
904-626-1882 | tim.howard@lakedoctors.com

#### Customer Signature (if needed):





*SIXTEENTH ORDER OF BUSINESS*

*A.*

MINUTES OF MEETING  
SAMPSON CREEK  
COMMUNITY DEVELOPMENT DISTRICT

The regular meeting of the Board of Supervisors of the Sampson Creek Community Development District was held on Thursday, January 19, 2023 at 6:00 p.m. at St. Johns Golf & Country Club, Meeting Room, 219 St. Johns Golf Drive, St. Augustine, Florida.

Present and constituting a quorum were:

Robert Sevestre	Chairman
Laura Webb	Vice Chairperson
Mike Yuro	Supervisor
Graham Leary	Supervisor

Also present were:

Daniel Laughlin	District Manager
Wes Haber	District Counsel
Marc Rousseau	Riverside Management Services
Leah Tinture	Riverside Management Services
Daniel Bauman	Brightview
Residents	

*The following is a summary of the actions taken at the January 19, 2023 meeting. A copy of the proceedings can be obtained by contacting the District Manager.*

**FIRST ORDER OF BUSINESS**

**Roll Call**

Mr. Laughlin called the meeting to order at 6:00 p.m. A quorum was present.

**SECOND ORDER OF BUSINESS**

**Public Comment** *(regarding agenda items listed below)*

Mr. Laughlin opened the public comment period. There being no comments, Mr. Laughlin closed the general audience comments period.



**THIRD ORDER OF BUSINESS****Approval of Golf Cart Registration Policy**

Mr. Laughlin recalled that at the last meeting, the Board requested that the policy be simplified and Mr. Haber made the changes, while substantively addressing the Board's concerns. Mr. Yuro noted that it was much better; however, no exhibits were attached. Mr. Haber stated that there was a map identifying all recreation property that the District owned. Mr. Sevestre requested language for people driving golf carts outside of the community at their own risk. Mr. Haber disagreed as driving golf carts on CDD property was at people's own risk and the purpose of the policy was to set parameters for getting a decal to operate a golf cart on CDD property. Mr. Leary recalled discussion at the last meeting regarding having two different numbers on the same cart and asked if this was resolved. Mr. Haber suggested using the same number. Ms. Tinture agreed. Ms. Webb asked if there would be a charge for the decal. Ms. Tinture stated no.

On MOTION by Ms. Webb seconded by Mr. Sevestre with all in favor the approving a Golf Cart Registration Policy was approved.

Mr. Laughlin suggested a 30- or 60-day timeframe to implement the policy. Mr. Yuro felt that 60 days was sufficient. Mr. Sevestre agreed. *There was Board consensus to implement the policy in 60 days.*

- **Landscape Staff Report** *(Added)*

Mr. Bauman of Brightview met with Mr. Rousseau about Oak trees buckling sidewalks. An Arborist recommended using some growth retardant to preserve the roots and save on costs to replace concrete. The price would be per caliber of tree. The frozen temperatures affected some of the tender plants, but they would remain until March as the current flowers were winter flowers. The Snapdragons were fertilized to promote some growth while ornamental grasses such as Fakahatchee and Cord Grass were cut as part of their winter cutback. The Arboricola plants did not look appealing, but they recommended leaving it until there were warmer temperatures. Growth retardant would be applied at no cost on hedges, especially the large Viburnums and Ligustrums around the tennis courts and recommended addressing areas that had declining sod, at this time.

Mr. Yuro asked if the growth retardant would damage the trees. Mr. Bauman explained that there were different types and would use ones that promoted feeders to the root and was a benefit to the tree. Mr. Sevestre reported that the Arborist explained to him how a growth inhibitor worked and suggested obtaining estimates. They recommended gravel underneath the concrete to reduce the amount of buckling caused by the root system. Mr. Yuro questioned when Brightview were scheduled to be on the property. Mr. Bauman explained that the contract was for 42 weeks per year and come every Tuesday, alternating between the amenities and neighborhoods. Mr. Yuro agreed that made sense. Mr. Sevestre questioned Brightview's confidence in the growth inhibitor. Mr. Bauman was confident, but there were no guarantees. Mr. Leary recalled that Mr. Bauman presented proposals at the last meeting. Mr. Bauman confirmed that the only recommendation he had was about the roses and would provide a quote. Mr. Sevestre requested a cost to treat the trees with the growth inhibitor. Mr. Bauman questioned the number of trees to be treated. *Mr. Laughlin would provide an estimate to Mr. Bauman.*

**FOURTH ORDER OF BUSINESS****Discussion of FPL Easement Request**

Mr. Sevestre received documents from Fixel Law concerning the FPL powerlines for Fixel Law to represent the District and speak to Mr. Haber and the engineer. The signed documents were then forwarded to Fixel Law. Now it was just a wait and see situation. Resident Hank Rosen questioned where FPL was putting the power poles. Mr. Sevestre stated that FPL was installing a transmission line straight across the front of their entrance and down 210, like the one across Leo Maguire Parkway and a distribution line below it. They had the option to have a communications corridor where Comcast or any other company could run a communication cable, which they were fighting.

**FIFTH ORDER OF BUSINESS****Discussion of Fountain Replacement**

Mr. Sevestre stated that he forgot to call Lake Doctors. A Resident reported that Shearwater and Silverleaf had beautiful fountains, unlike their community and felt that the proposal for a replacement was exorbitant as a new 7.5 horsepower (HP) motor/pump costs \$1,200 to \$1,500 on the internet, yet Lake Doctors wanted \$9,000. Mr. Laughlin explained that this was the competitive price. Mr. Leary asked whether there were complaints from residents on the fountains. Mr. Laughlin received no complaints other than the fountain was not working. Ms. Webb recalled that it was replaced four years ago. A Resident questioned which fountain this

was. Mr. Yuro stated it was on Hole #13 off of Eagle Point Drive and asked if there any other proposals other than Lake Doctors. Mr. Rousseau spoke to Jeff at Charles Aquatics who maintained the ponds before Lake Doctors and felt that 7.5 horsepower was too big for the pond and recommended a 5-horsepower motor but did not want to perform the work as it would cost more than \$20,000. He was waiting to hear back from SOLitude who promised to provide a proposal next week. Mr. Yuro was not comfortable moving forward until they had another bid, since Lake Doctors installed the wrong motor for the controller. Mr. Sevestre tabled this matter until they had further information.

Mr. Leary questioned whether the problem they were trying to solve was noise management or beautification. Mr. Laughlin explained that the fountains were for aesthetic purposes. Mr. Yuro recalled that the fountains were originally installed for noise abatement due to its proximity to I-95. Mr. Leary felt that there could be 10 fountains in that lake and it would not stop the noise and suggested discussing the four laning of I-95 each way as it would add additional noise to the community. However, if the Board's purpose was noise abatement, Mr. Leary suggested having Florida Department of Transportation (FDOT) attend a CDD meeting to provide an update on the lane widening and having noise walls along I-95. Mr. Sevestre agreed but felt that the noise walls would not stop all of the noise. *Mr. Laughlin would contact FDOT.* Mr. Yuro suggested having the golf course participate in the replacement cost as it was an amenity for the golf course. Mr. Laughlin and Mr. Sevestre would reach out to them.

## **SIXTH ORDER OF BUSINESS**

### **Discussion of Splash Pad Softcrete Coating**

Mr. Laughlin recalled that Mr. Yuro recommended Softcrete for the Splash Pad to cover the cracks. Mr. Rousseau contacted Shark Coatings, but they did not recommend Softcrete, as it was mostly for garages. They did not apply it to pool decks because water would not sit on it for long and cause it peel. He sent the dimensions and pictures of the cracks to Smart Pads, USA and they were supposed to contact him prior to the next meeting. They were in Ohio but were sending a crew to Florida within the next month or so. Ms. Webb asked who provided the quote from Softcrete, Florida. Mr. Yuro obtained the quote from his contractor who re-did his patio and questioned why Mr. Rousseau waited until Monday to reach out to Smart Pads. Mr. Rousseau explained that no one was responding due to the holidays. Mr. Yuro felt that they needed to do something with the Splash Pad now. Mr. Laughlin suggested that the Board approve a not-to-



exceed amount and authorize a Supervisor to make the final decision. Mr. Yuro noted that the quote was \$10 per square foot for two colors and \$9 per square foot for one. Mr. Sevestre preferred having two colors. Ms. Webb felt that Softcrete was a good option as it had a three-year warranty, but she wanted to have it applied before summer. Mr. Sevestre agreed. Mr. Yuro volunteered to make the final decision and questioned what product Smart Pads provided. Mr. Rousseau stated that Smart Pads had their own coating that would seal the cracks. Mr. Yuro preferred Softcrete as it was a half inch rubber surface that was flexible.

On MOTION by Ms. Webb seconded by Mr. Yuro with all in favor the proposal with Softcrete Florida to install Softcrete in two colors on the Splash Pad in the amount of \$12,000 was approved.

*There was Board consensus to have two different colors of blue.*

#### **SEVENTH ORDER OF BUSINESS**

#### **Discussion of Road Drain Cleaning**

Mr. Laughlin reported that during a recent storm, there was some flooding in the streets due to storm drains being blocked by leaves. There was discussion about Mr. Rousseau going around every so often with maintenance staff to check the drains and vacuum clean. Mr. Sevestre looked at a drain and it was absolutely solid all the way down in the collection basin and requested staff look at each drain, find out how many had trash in them and use a vacuum truck to clean them out. Mr. Yuro agreed but felt that it was not just from leaves falling out of trees, but from people throwing out shrubs and bushes and requested that residents bring their material to the inlets. Mr. Sevestre recalled discussion about using a street sweeper periodically. Mr. Leary stated there was once per month street sweeping when he moved into the community. Mr. Laughlin stated that a street sweeper would sweep every month or two and would obtain estimates. Mr. Yuro questioned the charge to clean out the inlets and how many needed to be cleaned out. Mr. Rousseau stated that maintenance staff was going down each street with a metal pole to see how bad the inlets were and marking the worst ones on a map. The charge for one was excessive, but it may be less expensive if they had a dozen. Once they had the locations, they would send a truck out. Mr. Yuro wanted to know the charge before proceeding. *Mr. Rousseau would obtain prices and Mr. Laughlin would work with staff on obtaining street sweeping costs.*

**EIGHTH ORDER OF BUSINESS****Update Regarding Withholding of Duval Landscape Payment**

Mr. Haber sent a termination letter to Duval Landscaping, advising them that the District was withholding their final three invoices as a result of their failure to perform. As a result, they hired counsel and sent a letter disagreeing with the District's determination that they were not entitled to any money and were going to sue the District. Mr. Haber responded to them that there was clearly a failure to perform and the District needed to pay its existing contractor to correct issues resulting from their failure to perform. They disagreed and threatened to sue if the District did pay them within 20 days. The 20 days had passed, but he had multiple conversations with their counsel and believed that Duval realized there was some failure in their performance and a willingness to settle. If the District was sued, there was documentation of their poor performance and amounts that needed to be spent to correct the poor performance. They would have documentation of instances where they did perform and the District received some benefit of their actions, but there was no guarantee on how a particular case would come out. The contract had a prevailing party attorney's fee whereby the losing party must pay for their lawyers, which was miniscule, approximately \$30,000 to end up in front of a judge for this matter. Mr. Haber recommended that the Board appoint a Board Member to have settlement authority on the outstanding invoices and come back to the Board for final approval, but not have full discussion regarding all arguments at the meeting. Mr. Leary volunteered to work with Mr. Haber on arriving at a settlement.

On MOTION by Mr. Yuro seconded by Mr. Sevestre with all in favor appointing Mr. Leary to work with staff on a settlement amount regarding the outstanding invoices with Duval Landscaping and coming back to the Board for final approval was approved.

**NINTH ORDER OF BUSINESS****Staff Reports****A. Attorney**

Mr. Haber provided updates on the Legislative Session, which just started in Tallahassee. A Bill was filed, obligating Special District Supervisors, including this Board, to undertake special training. It did not pass at prior Legislative Sessions, but if it did pass, he would inform the Board on how to fulfill those obligations. A Special Session occurred immediately prior to

the regular session related to increasing insurance rates. In the past, if an insurer made a claim on an insurance policy and were denied or provided with coverage that was inadequate, they could sue the insurance company and if successful, the insurance company was obligated to pay their attorney's fees. However, with the new legislation, if an insurer sued an insurance company, whether successful or not, they were going to pay for their own attorney, which would result in fewer lawsuits against insurance companies. From a legislator's perspective, this would result in lower insurance rates because there was less risk on the insurance company. The District was currently satisfied with the coverage from its insurance company and hopefully would benefit by getting lower rates and not the attorney fee side of it. Mr. Haber would continue to monitor the Legislative Session.

**B. Engineer**

The District Engineer was not present. Mr. Yuro asked if there was any reason for him to be involved with the storm inlets. Mr. Laughlin would have them cleaned and if there was an issue, the District Engineer would be sent out.

**C. Manager**

Mr. Laughlin was looking into other options for the CDD website as the company that maintained and uploaded items onto the website, were unresponsive and were posting incorrect information. GMS could maintain the website. Mr. Yuro pointed out that this meeting's agenda package was posted at lunchtime today. Mr. Leary asked if GMS had an IT Department. Mr. Laughlin replied affirmatively. *There was Board consensus for Mr. Laughlin to provide a quote at the next meeting.*

**D. Amenities & Recreation Manager – Discussion of Pool Area Enhancements**

Ms. Tinture presented the Amenities & Recreation Manager Report, which was included in the agenda package and highlighted the following:

- A resident who was a landscaper measured the old kiddie pool and the area between the tennis courts and provided ideas to the Board. One suggestion was to have a fire pit. There were four pallets of pavers to use between the tennis courts.

Mr. Laughlin stated that according to Mr. Acree, there was \$657,000 in bond money from the 2020 amenity improvement bonds that could be used for landscaping lights and outdoor gym



equipment and would confirm whether bond money could be used for the Softcrete because it was a repair, not an improvement. Mr. Sevestre understood that the bond money must be spent within three years. Mr. Haber advised that they should be making every effort to spent it within three years, but there was no rule. Mr. Yuro questioned the process of having excess funds if nothing was targeted for it. Mr. Laughlin stated according to the financials, funds were reserved for road resurfacing, amenity enhancements, recreation enhancements and cost of issuance. Mr. Yuro asked if bond money could be used to lower assessments. Mr. Laughlin confirmed that there was a separate debt assessment of \$100 per year. Mr. Leary requested this item on a future agenda for discussion. Ms. Webb offered to look at the tennis court area with Ms. Tinture. Mr. Sevestre noted that there was a drain line going through the middle of the tennis courts, which must be evaluated prior to the start of this project and envisioned a viewing area.

- Approximately 10 mothers that attended the Polar Plunge event requested an outdoor workout station on the playground. There was just enough space behind the Sports Minister's house, which was a dead area.

Mr. Laughlin would speak to the District's insurance company before any action was taken. It was probably close enough to the Amenity Center that bond funds could be used.

- Proposed hiring lifeguards through Riverside Management Services (RMS). Ms. Tinture was certified to train lifeguards and wanted to have control over them when there were issues versus going through Vesta.

Mr. Yuro questioned whether there were issues with the lifeguards in the past. Ms. Tinture explained when she tried to manage them, she was told that they worked for Vesta and not for RMS. If they did not show, she could contact the employee right away and not have to contact the Vesta Supervisor who would then contact the employee. Mr. Yuro had not heard any issues that necessitated making a change, but if RMS wanted to provide a proposal, he would review it. *There was Board consensus for Mr. Laughlin to provide the proposals at the next meeting.*

- Proposed a staffing fee of \$50 in the room rental policy. There was a large party this weekend and cake was all over the walls because no staff was present.

Ms. Webb suggested retaining the \$100 deposit. Ms. Tinture pointed out that there was other damage that exceeded the deposit amount. Ms. Webb did not want staff to be present if she rented the facility for a baby shower or birthday party. Ms. Tinture explained that staff would be

hired to open and watch the gate so it was not propped open and check for liquor. Mr. Yuro felt that it should be part of the expense of renting the room or the deposit amount should be increased and that Ms. Tinture was marketing for RMS. Ms. Tinture stated that it was not RMS' money to make. Ms. Webb suggested having it as an option. Mr. Yuro agreed. Mr. Haber advised that the District had general liability insurance and sovereign immunity. Mr. Yuro suggested that the Board take time to consider it and talk to residents to see if there were any big issues. *Mr. Laughlin would include this item on the next agenda.*

Mr. Yuro questioned the status of the food trucks as residents were upset that it stopped. Ms. Tinture reported that the food trucks would start up again in March during the time change. It was stopped at the recommendation of the Board, due to having a food truck organizer that did not provide quality food trucks and teenagers causing issues. Mr. Yuro recalled Ms. Tinture informing the Board that the food trucks were being stopped. Ms. Webb recalled the same as there problems with the food trucks, which were stopped in December. Mr. Yuro asked what it would take to reinstate the food trucks. Ms. Tinture had another vendor scheduled for March 24<sup>th</sup>. Mr. Leary heard a rumor that residents living around the Amenity Center, including him, stopped the food trucks, but this was not true. However, the day after they had the food trucks, there was a great deal of trash on the soccer field.

Mr. Laughlin opened the public comment period. A Resident heard that Mr. Leary was responsible for stopping the food trucks. When the food trucks started, there were three or four food trucks every Friday and a great deal of attendance, but the last four months, there were only one or two trucks. Resident Sarah Ortiz allowed her teenager to partake in the food trucks without her and wanted to know if they were misbehaving. Resident Corrine Darling asked how the trash would be handled. Ms. Tinture stated that she walked around with a trash receptacle and made the kids pick up the trash. There were also many receptacles around the area. Resident Salina Bidner suggested having a trash pickup event. A Resident suggested having a curfew at the park and lights. Mr. Sevestre confirmed that there was a curfew from sunset to sunrise, which was being enforced, but lights were expensive. The Resident suggested using the \$675,000 for this purpose. Resident Mike Davis of 250 Eagle Point Drive asked if the decision not to have food trucks was made by the Board, whether the Board could re-address the issue. Mr. Laughlin explained that the food trucks were run by the Recreation Manager. There being no further comments, Mr. Laughlin closed the general audience comments period.

**E. Operations Manager****1. Report****2. Lake Doctors Report**

Mr. Rousseau presented the Operations Manager Report, which was included in the agenda package. Fourteen new ballasts were installed in the recessed lights in the Fitness Center and all lights were now working. Mr. Yuro pointed out that the lights were out for months and questioned why it was not addressed sooner. Mr. Laughlin explained that Mr. Rousseau contacted the vendor the next day, but they were not available until January and it took time to figure out the issue with the lights, which turned out to be the ballast. The water bottle sensor was replaced at the water fountain outside of the restrooms at the Amenity Center. The tire swing was replaced. Beacon Electric replaced the tennis court light that was not working. Four Fitness Center windows rotted and need to be replaced. Proposals were provided to the Board. Mr. Yuro noted a huge difference in the proposals of \$10,000 to \$20,000. Mr. Sevestre agreed that they were bad and needed to be replaced.

Mr. Yuro MOVED to approve the proposal from Ace Door & Window to replace the rotting Fitness Center windows in the amount of \$10,685.23 and Mr. Leary seconded the motion.

Ms. Webb asked if they needed to hire someone to paint the windows since the proposal was for the installation of unfinished windows. Mr. Rousseau explained that the painting would be performed in-house. *Mr. Laughlin would check with Mr. Acree to see if bond funds could be used.*

On VOICE VOTE with all in favor the proposal with Ace Door & Window to replace the rotting Fitness Center windows in the amount of \$10,685.23 was approved.

Mr. Rousseau was obtaining proposals to repair the tennis court fencing as tennis balls were going under the fence and into the putting green or the bushes. There was wire at the bottom of the fence that was weak and there were tears and the only solution was to install piping across the entire bottom. There were also bands on the fence on the backside of the tennis courts that hold up the fence, which was rotted and needed to be replaced. One proposal was received



and another was due next week. It was \$5,900 to replace the bottom steel rail at each end of the tennis courts and \$2,600 to replace the black tension bands, for a total of \$8,500. *There was Board consensus to table this item for the next meeting to receive additional proposals.* Staff was going through the community to check the storm drains and Mr. Laughlin requested that Mr. Rousseau reach out to a drain cleaning service once they had a list of the ones to be cleaned. Mr. Leary suggested negotiating a package deal to clean out the storm drains, when they scheduled a truck to come in to sweep and vacuum.

Mr. Rousseau reported that the company repairing the severe sidewalks should finish tomorrow. They repaired an additional sidewalk next to the Chairman's house. When a company installed pavers, they ripped up the sidewalk, but did not remove the tree roots like they were supposed to. Two Men Concrete could pour 6 inches of gravel and concrete and tear out roots for \$1,400. They were providing a discount since they were already in the community. Mr. Sevestre and Mr. Yuro agreed that it needed to be repaired. *There was Board consensus to proceed.* Ms. Webb voiced concern about a sidewalk that was damaged at a house at the corner of Drury Court and St. Johns Golf Drive due to a vehicle scraping the sidewalk. Mr. Rousseau provided a picture of the lifted sidewalk. Mr. Haber reminded the Board that several years ago, the sidewalks were uneven and the Declaration of Covenants, Codes and Restrictions (CC&Rs) for this community stated that each homeowner was responsible for the trees and sidewalks adjacent to their homes. However, in severe instances due to safety concerns, the District had the right, but not the obligation to repair sidewalks, but was not aware of the District ever doing any driveway apron repairs. Mr. Haber recommended asking the HOA to work with the resident to repair the apron, since the HOA was responsible for enforcing the CC&Rs. If it was not repaired, the District should make a decision on how to handle the matter. In the meantime, he would review the language in the CC&Rs. Mr. Yuro did not want to set a precedent. Ms. Webb agreed.

Mr. Rousseau reported that the Slide Tower roof would be completed tomorrow, but it was not as slick as it should be. Last year, the District paid Safe Slide Restoration \$11,493 to wax the slide. Mr. Sevestre recalled that part of the \$11,493 was to make repairs and painting the exterior and requested a bid for waxing only. *Mr. Rousseau would provide a bid.* Mr. Sevestre asked if a vendor looked at the support structure. Mr. Rousseau contacted three companies and they all refused, but two companies suggested that a painter use a wire brush with a grinding wheel and a coat of rust preventative. *Mr. Sevestre would look at it.* Mr. Laughlin received a

report from Mr. Acree about a sinking sidewalk that was out of ADA compliance. Mr. Rousseau provided proposals from Thornton Brothers Concrete, Two Men Concrete and Premier American and recommended the proposal from Thornton Brothers Concrete, which they reduced by \$1,000 to be comparable to Two Men Concrete. Mr. Sevestre agreed that it was bad. Ms. Webb liked the proposal from Premier American, which was detailed and insured that it was ADA compliant. Mr. Sevestre requested that there be gravel and Mr. Yuro requested that it meet the slope and to check the measurement. Mr. Laughlin conferred with Mr. Acree about the measurement because Two Men Concrete thought it was 100 feet and Mr. Acree confirmed it.

On MOTION by Mr. Sevestre seconded by Mr. Yuro with all in favor the proposal with Thornton Brothers Concrete to repair a sinking sidewalk in the amount of \$8,400 was approved.

### **3. Shade America Proposal**

Mr. Rousseau presented a proposal from Shade America to replace the fabric on the existing frame in the amount of \$10,890, which was included in the agenda package. Mr. Yuro asked if there were multiple bids. Mr. Rousseau preferred Shade America as they installed the shade and it was custom made. Mr. Leary questioned the location of the shade. Mr. Rousseau stated it was on the upper deck of the pool, which was torn. Mr. Sevestre was in favor or replacing it as it would get worse. Mr. Yuro questioned whether it could be installed prior to the summer season. Mr. Laughlin noted according to the quote, the shade would be installed within six to eight weeks from the deposit receipt. Mr. Leary questioned whether \$10,800 was reasonable. Ms. Tinture pointed out that shades of this quality were expensive. Mr. Laughlin confirmed that this shade was larger than ones in other Districts. Mr. Yuro requested that it be repaired before Spring Break. Mr. Leary asked if the shade could be purchased in bulk with other communities using Shade America. Mr. Rousseau would find out. Mr. Yuro questioned how bad the shade was. Mr. Sevestre stated that the sun caused the fabric to disintegrate.

On MOTION by Mr. Yuro seconded by Ms. Webb with all in favor the proposal with Shade America to replace the shade in the amount of \$10,890 was approved.

Mr. Yuro reported that the top of the light fixture at Leo Maguire Parkway and Eagle Point Drive was on the ground. Mr. Rousseau confirmed that Beacon Electric was supposed to come back out to perform some work. Lake Doctors approached him about a pond that they could not access. Mr. Laughlin suggested installing a gate. Mr. Haber advised that there were access easements on this particular pond that homeowners blocked and the District sent a letter to these homeowners asking that they remove the impediment within 60 days because the District needed access. *Mr. Laughlin would speak to a resident in the audience who offered to provide access.*

#### **F. Landscape**

This item was discussed.

### **TENTH ORDER OF BUSINESS**

#### **Supervisors' Request**

Mr. Leary recalled addressing speeding on St. Johns Golf Drive, at the last meeting and installing speed monitoring like on Leo Maguire Parkway to improve awareness and managing speed and requested that the Board allow Mr. Rousseau to explore potential options and present proposals. Mr. Sevestre recalled the Board discussed speed devices before, but residents were opposed to having it in front of their homes. Mr. Leary suggested talking to residents and requested flashing crosswalk warning signs at the crosswalks as a safety measure. Ms. Webb did not see people getting out of their golf carts to push a button, but it could benefit walkers. Mr. Leary questioned who managed the District's finances and debt. Mr. Laughlin confirmed that GMS had an accountant and assessment administrator. The Trustee was US Bank. Mr. Leary requested a presentation at the next meeting and that the following be addressed:

- How much was borrowed and what it was for.
- Review of the Balance Sheet
- What debt the District was accruing as the District had \$8 million of debt.
- Forecast into the future on homeowners' fees. The District was currently paying \$500,000 per year of debt, but in 2030, there was a \$1.4 million payment.
- Benchmark of the debt versus other communities of a similar age.
- Explanation and recap of the Capital Fund Activity for Series 2016 and 2020 bonds, including a breakdown of Cost of Issuance and professional fees.



Mr. Laughlin suggested holding a workshop. Mr. Leary agreed. Mr. Yuro did not understand why the District was paying an additional \$1,400 per month for an assistant to be onsite on Saturdays so Ms. Tinture could be off on Saturdays when no extra effort was being provided and the District was already paying \$73,000 per year for 43 hours per week. Mr. Laughlin explained that RMS set a budgeted amount for the total hours for the entire year, which would be at the Amenity Manager's discretion to use. Mr. Yuro felt that just because it was in the budget, did not mean it was theirs to spend and wanted the Board to take action to change the budget. Mr. Laughlin explained that in many Districts, Ms. Tincher and the assistant would be onsite. Ms. Webb pointed out that the position should include paid time off. Ms. Tincher recalled that 20 hours were budgeted for an assistant and she used volunteers for events and field trips. Mr. Sevestre understood Mr. Yuro's point, but he wanted to think about it and look at it again. Mr. Yuro pointed out that every time this was billed, he would bring it up.

#### **ELEVENTH ORDER OF BUSINESS**

#### **Public Comments**

Mr. Laughlin opened the public comment period. A Resident questioned the status of the pickleball courts and if they could be installed in the area between the tennis courts. Ms. Webb heard that there was pushback regarding the pickleball courts due to the noise. Mr. Sevestre agreed that it was great idea, but there was a lack of usable space. A Resident provided an opinion on the fountains and the noise barriers, asking if there could be a natural barrier. Mr. Sevestre suggested placing the natural barrier behind the noise barrier to help suppress the noise. Resident Laura Tillman suggested improving the Splash Pad instead of repairing it. Resident Corrine Darling asked if the email from St. Johns Golf & Country Club could include a screenshot of the CDD agenda. Mr. Laughlin stated that it was posted on the CDD website several weeks before the meeting. Ms. Tillman was frustrated that residents were no longer allowed to be in the amenities after dark, which was not the case when she moved into the community. Mr. Laughlin confirmed that was the policy for insurance purposes. Resident Catherine Dearling questioned why there were no lights on the soccer field as her daughter wanted to play soccer with her dad in the winter when it gets dark early. Mr. Laughlin recalled that there was discussion about lighting the soccer field and people were against it. Ms. Dearling requested that a survey be sent to the community and having a set time for the lights to be on. Mr. Sevestre disagreed due to the amount of research, feedback and that the lighting caused mole

crickets to infect the turf. If they set a time for the lights, residents would request the lights to be on later. Ms. Webb suggested including a time in the policy. Resident Mike McCormick asked if other communities had an issue with the FPL easement and if they could team up to fight with FPL. Mr. Laughlin confirmed that Brandy Creek had an issue with it.

Mr. Sevestre was checking if Beacon Lakes HOA hired an attorney as there were other means for FPL to run the wire down 210 such as using the easement running across Leo Maguire Parkway, which was owned by Beaches Energy. FPL said that they spoke to Beaches Energy and they were not interested, but according to Beaches Energy, FPL did not contact them. Mr. McCormick suggested having a forum for feedback on the CDD website. Resident Joey Wood suggested speaking with State Representative, Ms. Cyndi Stevenson regarding the FPL matter and that a magnolia tree be trimmed before replacing a cap on a light at Leo Maguire Parkway and Eagle Point Drive that was knocked over. Ms. Tillman questioned the status of the speed bumps. Mr. Sevestre recalled it being addressed a long time ago and there being opposition. There being no further comments, Mr. Laughlin closed the general audience comments period.

## **TWELFTH ORDER OF BUSINESS**

### **Approval of Consent Agenda**

#### **A. Approval of Minutes of the December 15, 2022 Meeting**

Mr. Laughlin received a comment from Mr. Leary on Page 13 to change “*speed humps*” to “*speed monitoring*,” which would be incorporated. Mr. Yuro questioned who transcribed the minutes. Mr. Laughlin would find out.

#### **B. Balance Sheet as of December 31, 2022 and Statement of Revenues & Expenditures for the Period Ending December 31, 2022**

Mr. Laughlin stated overall expenditures were currently under the projected budget by \$38,000.

#### **C. Check Register**

On MOTION by Ms. Webb seconded by Mr. Leary with all in favor the consent agenda items as stated above with the revisions to the minutes were approved.

**THIRTEENTH ORDER OF BUSINESS**

**Next Scheduled Meeting – February 16,  
2023 @ 6:00 p.m. @ St. Johns Golf &  
Country Club Meeting Room**

Mr. Laughlin stated the next meeting was scheduled for February 16, 2023 at 6:00 p.m. at this location.

**FOURTEENTH ORDER OF BUSINESS**

**Adjournment**

On MOTION by Mr. Leary seconded by Mr. Sevestre with all in favor the meeting was adjourned.
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Secretary/Assistant Secretary

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Chairman/Vice Chairman



*B.*

**SAMPSON CREEK**  
**COMMUNITY DEVELOPMENT DISTRICT**

Unaudited Financial Statements  
as of  
January 31, 2023

Board of Supervisors Meeting  
February 16, 2023

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**SAMPSON CREEK**  
**COMMUNITY DEVELOPMENT DISTRICT**  
**COMBINED BALANCE SHEET**

January 31, 2023

	Major Funds			Total Governmental Funds
	General	Debt Service	Capital Projects	
<b><u>ASSETS:</u></b>				
Cash	\$2,641	---	\$15,328	\$17,969
Petty Cash	\$19,282	---	---	\$19,282
Due from Other	\$132	---	---	\$132
Due from Other Funds	\$6,105	---	---	\$6,105
US Bank Custodian Account	\$1,102,964	---	---	\$1,102,964
State Board - Reserves	---	---	\$69,820	\$69,820
Investments:				
Series 2016				
Reserve A	---	\$193,381	---	\$193,381
Revenue A	---	\$489,567	---	\$489,567
Construction	---	---	\$6,192	\$6,192
Series 2020				
Reserve A	---	\$112,710	---	\$112,710
Cap Interest A	---	\$1,690	---	\$1,690
Revenue A	---	\$66,899	---	\$66,899
Construction	---	---	\$659,833	\$659,833
Electric Deposits	\$820	---	---	\$820
<b>TOTAL ASSETS</b>	<b>\$1,131,943</b>	<b>\$864,247</b>	<b>\$751,173</b>	<b>\$2,747,363</b>
<b><u>LIABILITIES:</u></b>				
Accounts Payable	\$40,021	---	\$6,131	\$46,152
Due to Other Funds	---	---	\$6,105	\$6,105
<b>TOTAL LIABILITIES</b>	<b>\$40,021</b>	<b>\$0</b>	<b>\$12,236</b>	<b>\$52,257</b>
<b><u>FUND BALANCES:</u></b>				
Nonspendable:				
Prepaid items and deposits	\$820	---	---	\$820
Restricted for:				
Debt Service	---	\$864,247	---	\$864,247
Assigned to:				
Current Year Expenditures	\$145,385	---	---	\$145,385
Capital Projects	---	---	\$738,937	\$738,937
Unassigned	\$945,717	---	---	\$945,717
<b>TOTAL FUND BALANCES</b>	<b>\$1,091,922</b>	<b>\$864,247</b>	<b>\$738,937</b>	<b>\$2,695,106</b>
<b>TOTAL LIABILITIES &amp; FUND BALANCES</b>	<b>\$1,131,943</b>	<b>\$864,247</b>	<b>\$751,173</b>	<b>\$2,747,363</b>

**SAMPSON CREEK**  
**COMMUNITY DEVELOPMENT DISTRICT**  
**GENERAL FUND**

Statement of Revenues, Expenditures, and Changes in Fund Balance  
For the Period Ended January 31, 2023

DESCRIPTION	ADOPTED BUDGET	PRORATED BUDGET THRU 01/31/23	ACTUAL THRU 01/31/23	VARIANCE
<b><u>REVENUES:</u></b>				
Maintenance Assessments	\$965,283	\$846,716	\$846,716	\$0
Interest Income	\$75	\$25	\$2,318	\$2,293
Youth Programs Income	\$45,000	\$15,000	\$0	(\$15,000)
Clubhouse Income	\$250	\$83	\$1,640	\$1,557
Non-Resident Membership	\$0	\$0	\$0	\$0
Insurance Proceeds	\$0	\$0	\$0	\$0
<b>TOTAL REVENUES</b>	<b>\$1,010,608</b>	<b>\$861,824</b>	<b>\$850,674</b>	<b>(\$11,151)</b>
<b><u>EXPENDITURES:</u></b>				
<b><u>ADMINISTRATIVE:</u></b>				
Supervisor Fees	\$12,000	\$4,000	\$3,800	\$200
FICA Expense	\$918	\$306	\$291	\$15
Engineering	\$15,000	\$5,000	\$3,430	\$1,570
Dissemination	\$2,000	\$667	\$667	\$0
Arbitrage	\$1,200	\$400	\$0	\$400
Assessment Roll	\$5,000	\$5,000	\$5,000	\$0
Attorney	\$30,000	\$10,000	\$6,190	\$3,810
Annual Audit	\$3,715	\$1,238	\$0	\$1,238
Trustee Fees	\$8,750	\$2,917	\$0	\$2,917
Management Fees	\$59,100	\$19,700	\$19,700	\$0
Information Technology	\$1,000	\$333	\$333	\$0
Telephone	\$400	\$133	\$198	(\$65)
Postage	\$500	\$167	\$265	(\$98)
Printing & Binding	\$1,000	\$333	\$160	\$173
Insurance	\$10,351	\$10,351	\$9,273	\$1,078
Legal Advertising	\$1,350	\$450	\$200	\$250
Other Current Charges	\$1,500	\$500	\$205	\$295
Office Supplies	\$100	\$33	\$81	(\$48)
Dues, Licenses & Subscriptions	\$175	\$175	\$175	\$0
<b>TOTAL ADMINISTRATIVE</b>	<b>\$154,059</b>	<b>\$61,704</b>	<b>\$49,968</b>	<b>\$11,736</b>
<b><u>Field Expenditures:</u></b>				
Field Operation Manager	\$78,750	\$26,250	\$22,500	\$3,750
Landscape Maintenance (Brightview Landscape)	\$104,088	\$34,696	\$37,732	(\$3,036)
Landscape Maintenance (St Johns Golf)	\$65,000	\$21,667	\$21,132	\$534
Landscape Maintenance Contingency	\$52,000	\$17,333	\$25,775	(\$8,442)
Lake Maintenance	\$27,360	\$9,120	\$9,000	\$120
Amenities and Recreation Management	\$72,064	\$24,021	\$24,021	(\$0)
Amenities and Recreation Management-Assistant	\$30,672	\$10,224	\$3,263	\$6,962
Security	\$59,854	\$19,951	\$18,779	\$1,172
Lifeguards/Pool Monitors	\$40,892	\$13,631	\$0	\$13,631
Pool Maintenance	\$35,000	\$11,667	\$7,673	\$3,994
Splash Pad Maintenance	\$6,000	\$2,000	\$2,000	\$0
Janitorial Maintenance	\$22,500	\$7,500	\$6,744	\$756
Electric	\$76,500	\$25,500	\$24,358	\$1,142
Water	\$16,000	\$5,333	\$5,548	(\$215)
Refuse Service	\$500	\$167	\$0	\$167
Permits	\$2,000	\$667	\$0	\$667
Repairs & Maintenance	\$20,000	\$6,667	\$24,040	(\$17,373)
Street & Tennis Court Lighting Maintenance	\$11,000	\$3,667	\$4,676	(\$1,009)
Repairs & Replacements-Amenity Center	\$20,000	\$6,667	\$8,285	(\$1,618)
Tennis Court Maintenance	\$7,500	\$2,500	\$975	\$1,525

**SAMPSON CREEK**  
**COMMUNITY DEVELOPMENT DISTRICT**  
**GENERAL FUND**

Statement of Revenues, Expenditures, and Changes in Fund Balance  
For the Period Ended January 31, 2023

DESCRIPTION	ADOPTED BUDGET	PRORATED BUDGET THRU 01/31/23	ACTUAL THRU 01/31/23	VARIANCE
<i><u>Field Expenditures: (continued)</u></i>				
Supplies	\$20,000	\$6,667	\$6,212	\$455
Special Events	\$25,000	\$18,541	\$18,541	\$0
Holiday Decorations	\$20,000	\$11,440	\$11,440	\$0
Workers Compensation Insurance	\$2,000	\$667	\$0	\$667
Property Insurance	\$29,452	\$29,452	\$27,532	\$1,920
Telephone/Internet/Cable TV	\$12,500	\$4,167	\$4,043	\$124
Website Fees	\$5,040	\$1,680	\$1,680	\$0
Office Supplies	\$700	\$233	\$289	(\$56)
Contingencies	\$3,000	\$1,000	\$0	\$1,000
Youth Programs	\$45,000	\$15,000	\$0	\$15,000
<b>TOTAL FIELD</b>	<b>\$910,372</b>	<b>\$338,073</b>	<b>\$316,237</b>	<b>\$21,836</b>
<b>TOTAL EXPENDITURES</b>	<b>\$1,064,431</b>	<b>\$399,777</b>	<b>\$366,205</b>	<b>\$33,572</b>
Excess (deficiency) of revenues over (under) expenditures	<b>(\$53,823)</b>	<b>\$462,047</b>	<b>\$484,469</b>	<b>\$22,421</b>
<b><u>OTHER FINANCING SOURCES/(USES)</u></b>				
Interfund Transfer In-Excess DS Revenues	\$0	\$0	\$2,038	\$2,038
Interfund Transfer Out-Capital Reserve (FY21)	(\$91,562)	(\$30,521)	\$0	\$30,521
<b>TOTAL OTHER FINANCING SOURCES/(USES)</b>	<b>(\$91,562)</b>	<b>(\$30,521)</b>	<b>\$2,038</b>	<b>\$32,559</b>
<b>Net change in fund balance</b>	<b>(\$145,385)</b>	<b>\$431,527</b>	<b>\$486,507</b>	<b>\$54,980</b>
FUND BALANCE - Beginning	\$145,385		\$605,415	
FUND BALANCE - Ending	<u>\$0</u>		<u>\$1,091,922</u>	



**SAMPSON CREEK**  
**COMMUNITY DEVELOPMENT DISTRICT**  
**DEBT SERVICE FUND**  
**SERIES 2016**

Statement of Revenues, Expenditures, and Changes in Fund Balance  
For the Period Ended January 31, 2023

DESCRIPTION	ADOPTED BUDGET	PRORATED THRU 01/31/23	ACTUAL THRU 01/31/23	VARIANCE
<b><u>REVENUES:</u></b>				
Interest Income	\$25	\$8	\$2,311	\$2,303
Assessments - Levy	\$552,515	\$484,571	\$484,571	\$0
<b>TOTAL REVENUES</b>	<b>\$552,540</b>	<b>\$484,579</b>	<b>\$486,882</b>	<b>\$2,303</b>
<b><u>EXPENDITURES:</u></b>				
<b><u>Series 2016A</u></b>				
Interest - 11/01	\$76,146	\$76,146	\$76,146	\$0
Interest - 05/01	\$76,146	\$0	\$0	\$0
Principal - 05/01	\$400,000	\$0	\$0	\$0
<b>TOTAL EXPENDITURES</b>	<b>\$552,293</b>	<b>\$76,146</b>	<b>\$76,146</b>	<b>\$0</b>
Excess (deficiency) of revenues over (under) expenditures	<b>\$247</b>	<b>\$408,433</b>	<b>\$410,735</b>	<b>\$2,303</b>
<b><u>OTHER FINANCING SOURCES/(USES)</u></b>				
Interfund Transfer In / (Out)-To General Fund	\$105	\$105	(\$2,038)	(\$2,143)
<b>TOTAL OTHER FINANCING SOURCES/(USES)</b>	<b>\$105</b>	<b>\$105</b>	<b>(\$2,038)</b>	<b>(\$2,143)</b>
<b>Net change in fund balance</b>	<b>\$352</b>	<b>\$408,538</b>	<b>\$408,697</b>	<b>\$159</b>
FUND BALANCE - Beginning	\$76,146		\$274,251	
FUND BALANCE - Ending	<u>\$76,498</u>		<u>\$682,949</u>	

**SAMPSON CREEK**  
**COMMUNITY DEVELOPMENT DISTRICT**  
**DEBT SERVICE FUND**  
**SERIES 2020**

Statement of Revenues, Expenditures, and Changes in Fund Balance  
For the Period Ended January 31, 2023

DESCRIPTION	ADOPTED BUDGET	PRORATED THRU 01/31/23	ACTUAL THRU 01/31/23	VARIANCE
<b><u>REVENUES:</u></b>				
Interest Income	\$0	\$0	\$1,127	\$1,127
Assessments - Levy	\$73,780	\$64,709	\$64,709	\$0
<b>TOTAL REVENUES</b>	<b><u>\$73,780</u></b>	<b><u>\$64,709</u></b>	<b><u>\$65,836</u></b>	<b><u>\$1,127</u></b>
<b><u>EXPENDITURES:</u></b>				
<b><u>Series 2020A</u></b>				
Interest - 11/01	\$31,831	\$31,831	\$31,831	(\$0)
Interest - 05/01	\$31,831	\$0	\$0	\$0
Principal - 05/01	\$10,000	\$0	\$0	\$0
<b>TOTAL EXPENDITURES</b>	<b><u>\$73,663</u></b>	<b><u>\$31,831</u></b>	<b><u>\$31,831</u></b>	<b><u>(\$0)</u></b>
Excess (deficiency) of revenues over (under) expenditures	<b><u>\$118</u></b>	<b><u>\$32,878</u></b>	<b><u>\$34,005</u></b>	<b><u>\$1,127</u></b>
<b>Net change in fund balance</b>	<b><u>\$118</u></b>	<b><u><u>\$32,878</u></u></b>	<b><u>\$34,005</u></b>	<b><u><u>\$1,127</u></u></b>
FUND BALANCE - Beginning	\$33,214		\$147,294	
FUND BALANCE - Ending	<b><u><u>\$33,332</u></u></b>		<b><u><u>\$181,299</u></u></b>	

**SAMPSON CREEK**  
**COMMUNITY DEVELOPMENT DISTRICT**  
**Long Term Debt Report**  
**FY 2023**

Series 2016, Special Assessment Bonds		
Interest Rate:	2.125%	
Maturity Date:	5/1/23	\$400,000.00
Interest Rate:	2.375%	
Maturity Date:	5/1/24	\$410,000.00
Interest Rate:	2.40%	
Maturity Date:	5/1/25	\$420,000.00
Interest Rate:	2.50%	
Maturity Date:	5/1/26	\$430,000.00
Interest Rate:	2.625%	
Maturity Date:	5/1/27	\$440,000.00
Interest Rate:	3.00%	
Maturity Date:	5/1/31	\$1,910,000.00
Interest Rate:	3.125%	
Maturity Date:	5/1/34	\$1,420,000.00
Bonds outstanding - 9/30/2022		\$5,430,000.00
Less:	May 1, 2023 (Mandatory)	\$0.00
<b>Current Bonds Outstanding</b>		<b>\$5,430,000.00</b>
Series 2020, Special Assessment Bonds		
Interest Rate:	2.375%	
Maturity Date:	5/1/35	\$785,000.00
Interest Rate:	2.625%	
Maturity Date:	5/1/40	\$1,715,000.00
Bonds outstanding - 9/30/2022		\$2,500,000.00
Less:	May 1, 2023 (Mandatory)	\$0.00
<b>Current Bonds Outstanding</b>		<b>\$2,500,000.00</b>
<b>Total Current Bonds Outstanding</b>		<b>\$7,930,000.00</b>



**SAMPSON CREEK**  
**COMMUNITY DEVELOPMENT DISTRICT**  
**CAPITAL RESERVE FUND**

Statement of Revenues, Expenditures, and Changes in Fund Balance  
For the Period Ended January 31, 2023

DESCRIPTION	ADOPTED BUDGET	PRORATED THRU 01/31/23	ACTUAL THRU 01/31/23	VARIANCE
<b><u>REVENUES:</u></b>				
Interest Income	\$500	\$167	\$1,247	\$1,081
<b>TOTAL REVENUES</b>	<b>\$500</b>	<b>\$167</b>	<b>\$1,247</b>	<b>\$1,081</b>
<b><u>EXPENDITURES:</u></b>				
Repairs & Replacements	\$63,797	\$21,266	\$28,812	(\$7,546)
<b>TOTAL EXPENDITURES</b>	<b>\$63,797</b>	<b>\$21,266</b>	<b>\$28,812</b>	<b>(\$7,546)</b>
Excess (deficiency) of revenues over (under) expenditures	<b>(\$63,297)</b>	<b>(\$21,099)</b>	<b>(\$27,564)</b>	<b>(\$6,465)</b>
<b><u>OTHER FINANCING SOURCES/(USES)</u></b>				
Interfund Transfer In / (Out)	\$91,562	\$30,521	\$0	(\$30,521)
<b>TOTAL OTHER FINANCING SOURCES/(USES)</b>	<b>\$91,562</b>	<b>\$30,521</b>	<b>\$0</b>	<b>(\$30,521)</b>
<b>Net change in fund balance</b>	<b>\$28,265</b>	<b>\$9,422</b>	<b>(\$27,564)</b>	<b>(\$36,986)</b>
FUND BALANCE - Beginning	\$109,327		\$100,476	
FUND BALANCE - Ending	<u>\$137,591</u>		<u>\$72,911</u>	

**SAMPSON CREEK**  
**COMMUNITY DEVELOPMENT DISTRICT**  
**CAPITAL PROJECTS FUND**  
**SERIES 2016**

Statement of Revenues, Expenditures, and Changes in Fund Balance  
For the Period Ended January 31, 2023

DESCRIPTION	ADOPTED BUDGET	PRORATED THRU 01/31/23	ACTUAL THRU 01/31/23	VARIANCE
<b><u>REVENUES:</u></b>				
Interest Income	\$0	\$0	\$53	\$53
<b>TOTAL REVENUES</b>	<b>\$0</b>	<b>\$0</b>	<b>\$53</b>	<b>\$53</b>
<b><u>EXPENDITURES:</u></b>				
Capital Outlay	\$0	\$0	\$0	\$0
<b>TOTAL EXPENDITURES</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
Excess (deficiency) of revenues over (under) expenditures	<b>\$0</b>	<b>\$0</b>	<b>\$53</b>	<b>\$53</b>
<b><u>OTHER FINANCING SOURCES/(USES)</u></b>				
Interfund Transfer In / (Out)	\$0	\$0	\$0	\$0
<b>TOTAL OTHER FINANCING SOURCES/(USES)</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
<b>Net change in fund balance</b>	<b>\$0</b>	<b>\$0</b>	<b>\$53</b>	<b>\$53</b>
FUND BALANCE - Beginning	\$0		\$6,140	
FUND BALANCE - Ending	<u>\$0</u>		<u>\$6,192</u>	

**SAMPSON CREEK**  
**COMMUNITY DEVELOPMENT DISTRICT**  
**CAPITAL PROJECTS FUND**  
**SERIES 2020**

Statement of Revenues, Expenditures, and Changes in Fund Balance  
For the Period Ended January 31, 2023

DESCRIPTION	ADOPTED BUDGET	PRORATED THRU 01/31/23	ACTUAL THRU 01/31/23	VARIANCE
<b><u>REVENUES:</u></b>				
Interest Income	\$0	\$0	\$5,672	\$5,672
<b>TOTAL REVENUES</b>	<b><u>\$0</u></b>	<b><u>\$0</u></b>	<b><u>\$5,672</u></b>	<b><u>\$5,672</u></b>
<b><u>EXPENDITURES:</u></b>				
Capital Outlay	\$0	\$0	\$0	\$0
Cost of Issuance	\$0	\$0	\$0	\$0
<b>TOTAL EXPENDITURES</b>	<b><u>\$0</u></b>	<b><u>\$0</u></b>	<b><u>\$0</u></b>	<b><u>\$0</u></b>
Excess (deficiency) of revenues over (under) expenditures	<u>\$0</u>	<u>\$0</u>	<u>\$5,672</u>	<u>\$5,672</u>
<b><u>OTHER FINANCING SOURCES/(USES)</u></b>				
Bond Proceeds	\$0	\$0	\$0	\$0
<b>TOTAL OTHER FINANCING SOURCES/(USES)</b>	<b><u>\$0</u></b>	<b><u>\$0</u></b>	<b><u>\$0</u></b>	<b><u>\$0</u></b>
<b>Net change in fund balance</b>	<b><u>\$0</u></b>	<b><u>\$0</u></b>	<b><u>\$5,672</u></b>	<b><u>\$5,672</u></b>
FUND BALANCE - Beginning	\$0		\$654,161	
FUND BALANCE - Ending	<u>\$0</u>		<u>\$659,833</u>	



**SAMPSON CREEK  
COMMUNITY DEVELOPMENT DISTRICT**

General Fund  
Statement of Revenues, Expenditures, and Changes in Fund Balance (Month by Month)  
FY 2023

OCT 2022	NOV 2022	DEC 2022	JAN 2023	FEB 2023	MAR 2023	APR 2023	MAY 2023	JUN 2023	JUL 2023	AUG 2023	SEP 2023	TOTAL
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**Revenues**

Maintenance Assessments	\$0	\$107,188	\$179,209	\$560,319	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$846,716
Interest Income	\$0	\$729	\$609	\$980	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$2,318
Youth Programs Income	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Clubhouse Income	\$0	\$965	\$275	\$400	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$1,640
Non-Resident Membership	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Insurance Proceeds	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0

**Total Revenues**

<b>\$0</b>	<b>\$108,881</b>	<b>\$180,094</b>	<b>\$561,699</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$850,674</b>
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**Expenditures**

**Administrative**

Supervisor Fees	\$1,600	\$600	\$800	\$800	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$3,800
FICA Expense	\$122	\$46	\$61	\$61	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$291
Engineering	\$118	\$0	\$3,312	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$3,430
Dissemination	\$167	\$167	\$167	\$167	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$667
Arbitrage	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Assessment Roll	\$5,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$5,000
Attorney	\$2,262	\$2,036	\$1,892	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$6,190
Annual Audit	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Trustee Fees	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Management Fees	\$4,925	\$4,925	\$4,925	\$4,925	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$19,700
Information Technology	\$83	\$83	\$83	\$83	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$333
Telephone	\$60	\$66	\$72	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$198
Postage	\$0	\$73	\$170	\$23	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$265
Printing & Binding	\$65	\$50	\$3	\$42	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$160
Insurance	\$9,273	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$9,273
Legal Advertising	\$133	\$67	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$200
Other Current Charges	\$117	\$27	\$24	\$37	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$205
Office Supplies	\$31	\$6	\$44	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$81
Dues, Licenses & Subscriptions	\$175	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$175

**Total Administrative**

<b>\$24,132</b>	<b>\$8,145</b>	<b>\$11,553</b>	<b>\$6,138</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$49,968</b>
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**SAMPSON CREEK  
COMMUNITY DEVELOPMENT DISTRICT**

General Fund  
Statement of Revenues, Expenditures, and Changes in Fund Balance (Month by Month)  
FY 2023

	OCT 2022	NOV 2022	DEC 2022	JAN 2023	FEB 2023	MAR 2023	APR 2023	MAY 2023	JUN 2023	JUL 2023	AUG 2023	SEP 2023	TOTAL
<b><u>Field Expenditures</u></b>													
Field Operation Manager	\$6,250	\$6,250	\$6,250	\$3,750	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$22,500
Landscape Maintenance (Brightview Landscap	\$0	\$12,577	\$12,577	\$12,577	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$37,732
Landscape Maintenance (St Johns Golf)	\$5,363	\$5,257	\$5,257	\$5,257	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$21,132
Landscape Maintenance Contingency	\$0	\$1,800	\$23,975	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$25,775
Lake Maintenance	\$2,280	\$2,160	\$2,280	\$2,280	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$9,000
Amenities and Recreation Management	\$6,005	\$6,005	\$6,005	\$6,005	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$24,021
Amenities and Recreation Management-Assist	\$1,075	\$763	\$1,425	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$3,263
Security	\$4,960	\$5,860	\$5,404	\$2,556	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$18,779
Lifeguards/Pool Monitors	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Pool Maintenance	\$2,000	\$2,447	\$1,587	\$1,639	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$7,673
Splash Pad Maintenance	\$500	\$500	\$500	\$500	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$2,000
Janitorial Maintenance	\$1,611	\$1,611	\$1,761	\$1,761	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$6,744
Electric	\$5,564	\$5,768	\$6,540	\$6,486	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$24,358
Water	\$1,114	\$1,288	\$1,111	\$2,035	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$5,548
Refuse Service	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Permits	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Repairs & Maintenance	\$9,659	\$3,022	\$3,242	\$8,117	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$24,040
Street & Tennis Court Lighting Maintenance	\$196	\$4,480	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$4,676
Repairs & Replacements-Amenity Center	\$1,366	\$1,100	\$2,399	\$3,420	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$8,285
Tennis Court Maintenance	\$325	\$325	\$325	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$975
Supplies	\$2,957	\$153	\$477	\$2,624	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$6,212
Special Events	\$8,779	\$700	\$8,730	\$333	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$18,541
Holiday Decorations	\$5,720	\$0	\$5,720	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$11,440
Workers Compensation Insurance	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Property Insurance	\$27,532	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$27,532
Telephone/Internet/Cable TV	\$947	\$994	\$862	\$1,239	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$4,043
Website Fees	\$420	\$420	\$420	\$420	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$1,680
Office Supplies	\$0	\$0	\$0	\$289	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$289
Contingencies	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Youth Programs	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
<b>Total Field Expenses</b>	<b>\$94,622</b>	<b>\$63,480</b>	<b>\$96,845</b>	<b>\$61,290</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$316,237</b>
<b>Subtotal Operating Expenditures</b>	<b>\$118,754</b>	<b>\$71,626</b>	<b>\$108,398</b>	<b>\$67,428</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$366,205</b>
Interfund Transfers	\$0	\$0	\$2,038	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$2,038
Interfund Transfers	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
<b>Excess Revenues (Expenditures)</b>	<b>(\$118,754)</b>	<b>\$37,256</b>	<b>\$73,734</b>	<b>\$494,271</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$486,507</b>

**Sampson Creek**  
**Community Development District**  
**Series 2016 Construction Schedule**

**1. Recap of Capital Project Fund Activity Through January 31, 2023**

Opening Balance in Construction Account		\$0.00
Source of Funds:		
Interest Earned		\$20,913.93
Interfund Transfers		\$209,555.02
Miscellaneous Income		\$0.00
Bond Proceeds		\$1,039,435.27
Use of Funds:		
Disbursements:		
Pool Area Improvements		(\$646,823.76)
General Community Lighting Improvements		(\$29,268.00)
Sport Court Improvements		(\$31,339.11)
Security Improvements		(\$78,066.65)
Common Area Enhancements		(\$15,525.00)
Professional Fees		(\$93,426.34)
Cost of Issuance		(\$369,262.90)
Adjusted Balance in Construction Account at January 31, 2023		<u><u>\$6,192.46</u></u>

**2. Funds Available For Construction at January 31, 2023**

Book Balance of Construction Fund at January 31, 2023		\$6,192.46
A. <b>Crown Pools</b>		
Contract Amount	\$637,347.00	
Tuffcoat/Sod Replacement	(\$14,400.00)	
Paid to Date (CRF)	(\$64,406.90)	
Paid to Date (Series 2016)	(\$558,540.10)	
Balance on Contract	<u><u>\$0.00</u></u>	<u>\$0.00</u>
Construction Funds available at January 31, 2023		<u>\$6,192.46</u>

**3. Investments - US Bank**

January 31, 2023	<u>Type</u>	<u>Yield</u>	<u>Due</u>	<u>Maturity</u>	<u>Principal</u>
Construction Fund:	Overnight	0.05%		\$6,192.46	\$6,192.46
				Due to Capital Reserve Fund	\$0.00
				Contracts Payable	\$0.00
				Balance at 1/31/2023	<u><u>\$6,192.46</u></u>



**Sampson Creek**  
**Community Development District**  
**Capital Reserve Fund**

**1. Recap of Capital Project Fund Activity Through January 31, 2023**

Opening Balance in Construction Account		\$0.00
Source of Funds:		
	Interest Earned	\$27,709.72
	Interfund Transfers	\$1,995,086.95
	Miscellaneous Income	\$30,000.00
Use of Funds:		
Disbursements:		
	Fitness Room Construction	(\$365,869.80)
	Fitness Equipment	(\$144,378.59)
	Clubhouse Equipment	(\$122,203.48)
	Building Renovations	(\$23,488.64)
	Pool Renovations	(\$308,675.54)
	Signs	(\$27,843.80)
	Benches	(\$9,185.00)
	Bike Rack	(\$1,499.00)
	Golf Cart Path	(\$60,590.50)
	Other R & R	(\$843,518.30)
	Reserve Study	(\$5,240.00)
	Professional Fees	(\$55,156.59)
Adjusted Balance in Construction Account at January 31, 2023		<b><u>\$85,147.43</u></b>

**2. Funds Available For Construction at January 31, 2023**

Book Balance of Construction Fund at January 31, 2023	\$85,147.43
Construction Funds available at January 31, 2023	<b><u>\$85,147.43</u></b>

**3. Investments - State Board of Administration**

January 31, 2023	<u>Type</u>	<u>Yield</u>	<u>Due</u>	<u>Maturity</u>	<u>Principal</u>
Construction Fund:	Overnight	0.33%		\$85,147.43	\$85,147.43
Due to/from Other Funds					\$0.00
Contracts Payable					\$0.00
Balance at 1/31/2023					<b><u>\$85,147.43</u></b>

**Sampson Creek**  
**Community Development District**  
**Series 2020 Construction Schedule**

**1. Recap of Capital Project Fund Activity Through January 31, 2023**

Opening Balance in Construction Account		\$0.00
Source of Funds:	Interest Earned	\$13,322.34
	Interfund Transfers	\$0.00
	Miscellaneous Income	\$0.00
	Bond Proceeds	\$2,362,749.91
Use of Funds:		
Disbursements:	Road Resurface	(\$1,201,949.76)
	Amenity Enhancements	(\$124,231.83)
	Recreational Enhancements	(\$67,835.46)
	Stormwater System Repairs	\$0.00
	Professional Fees	(\$18,169.79)
	Cost of Issuance	(\$304,052.04)
<b>Adjusted Balance in Construction Account at January 31, 2023</b>		<b><u><u>\$659,833.37</u></u></b>

**2. Funds Available For Construction at January 31, 2023**

Book Balance of Construction Fund at January 31, 2023	\$659,833.37
Construction Funds available at January 31, 2023	<u>\$659,833.37</u>

**3. Investments - US Bank**

January 31, 2023	<u>Type</u>	<u>Yield</u>	<u>Due</u>	<u>Maturity</u>	<u>Principal</u>
Construction Fund:	Overnight	0.05%		\$659,833.37	\$659,833.37
				Due to Capital Reserve Fund	\$0.00
				Contracts Payable	\$0.00
				Balance at 1/31/2023	<b><u><u>\$659,833.37</u></u></b>

# Sampson Creek CDD

## Special Assessment Receipts

Fiscal Year Ending September 30, 2023

Date Received	Description	Gross Tax Received	Discounts/Penalties	Commissions Paid	Net Amount Received	\$1,027,034.95	\$587,766.20	\$78,489.51	\$1,693,290.66
						General Fund 60.65%	2016A Debt Svc Fund 34.71%	2020A Debt Svc Fund 4.64%	Total 95%
11/02/22	DISTRIBUTION #1	\$ 17,330.38	\$ 853.96	\$ 329.53	\$ 16,146.89	\$ 9,793.61	\$ 5,604.82	\$ 748.46	\$ 16,146.89
11/17/22	DISTRIBUTION #2	\$ 52,119.06	\$ 2,059.39	\$ 1,001.19	\$ 49,058.48	\$ 29,755.54	\$ 17,028.92	\$ 2,274.02	\$ 49,058.48
11/29/22	DISTRIBUTION #3	\$ 118,533.78	\$ 4,741.37	\$ 2,275.85	\$ 111,516.56	\$ 67,638.36	\$ 38,709.05	\$ 5,169.15	\$ 111,516.56
12/12/22	DISTRIBUTION #4	\$ 154,230.01	\$ 6,169.25	\$ 2,961.22	\$ 145,099.54	\$ 88,007.51	\$ 50,366.19	\$ 6,725.83	\$ 145,099.54
12/15/22	DISTRIBUTION #5	\$ 159,827.64	\$ 6,393.14	\$ 3,068.69	\$ 150,365.81	\$ 91,201.67	\$ 52,194.19	\$ 6,969.94	\$ 150,365.81
01/20/23	DISTRIBUTION #6	\$ 981,939.71	\$ 39,278.13	\$ 18,853.23	\$ 923,808.35	\$ 560,319.31	\$ 320,667.52	\$ 42,821.51	\$ 923,808.35
						\$ 846,716.00	\$ 484,570.70	\$ 64,708.92	\$ 1,395,995.63

Gross Percent Collected	87.64%
Balance Remaining to Collect	\$209,310.08



*C.*

**SAMPSON CREEK**  
**COMMUNITY DEVELOPMENT DISTRICT**

***Check Run Summary***

February 16, 2023

**GENERAL FUND**

<b><u>Date</u></b>	<b><u>Check Numbers</u></b>	<b><u>Amount</u></b>
1/20/2023	8007	\$2,715.86
1/26/2023	8008-8021	\$16,875.25
2/03/2023	8022-8031	\$44,799.79
2/08/2023	8032-8035	\$1,327.08
<b>Total</b>		<b><u><u>\$65,717.98</u></u></b>

**CAPITAL RESERVE FUND**

<b><u>Date</u></b>	<b><u>Check Numbers</u></b>	<b><u>Amount</u></b>
1/24/2023	234	\$3,600.00
1/26/2023	235	\$8,000.00
1/27/2023	236	\$5,445.00
2/02/2023	237-238	\$11,473.62
<b>Total</b>		<b><u><u>\$28,518.62</u></u></b>

\* FedEx Invoices will be provided separately upon request.

AP300R  
\*\*\* CHECK NOS. 008007-050000

YEAR-TO-DATE ACCOUNTS PAYABLE PREPAID/COMPUTER CHECK REGISTER  
SAMPSON CREEK - GENERAL FUND  
BANK A SAMPSON CREEK CDD

RUN 2/08/23

PAGE 1

CHECK DATE	VEND#	.....INVOICE..... DATE INVOICE	...EXPENSED TO... YRMO DPT ACCT# SUB SUBCLASS	VENDOR NAME	STATUS	AMOUNT	.....CHECK..... AMOUNT #
1/20/23	00431	1/09/23	3470-DEC 202212 320-57200-54600	CC PURCHASES THRU 1/9/23	*	1,825.37	
		1/09/23	3470-JAN 202301 320-57200-54600	CC PURCHASES THRU 1/9/23	*	890.49	
				TRUIST BANK			2,715.86 008007
1/26/23	00413	12/21/22	221221 202212 320-57200-54502		*	1,595.00	
				BEACON ELECTRICAL CONTRACTORS, INC.			1,595.00 008008
1/26/23	00437	1/11/23	548 202301 320-57200-54500	POOL REPAIRS-01/2023	*	1,399.98	
		1/11/23	549 202301 320-57200-54500	POOL REPAIRS 01/2023	*	1,259.86	
		1/11/23	550 202301 320-57200-54500	POOL REPAIRS-01/2023	*	1,972.11	
				C BUSS ENTERPRISES			4,631.95 008009
1/26/23	00371	1/14/23	SJSO23CA 202301 320-57200-34500	OFF DUTY POLICE-01/14/23	*	220.00	
		1/22/23	SJSO23CA 202301 320-57200-34500	OFF DUTY POLICE-01/22/23	*	220.00	
		1/22/23	SJSO23CA 202301 320-57200-34500	OFF DUTY POLICE-01/22/23	*	220.00	
				CASEY A. ROMEIN LLC			660.00 008010
1/26/23	00319	12/28/22	1110618- 202301 320-57200-41000	SVCS-01/2023	*	470.06	
				COMCAST			470.06 008011
1/26/23	00319	1/04/23	1110956- 202301 320-57200-41000	SVCS-01/2023	*	733.34	
				COMCAST			733.34 008012
1/26/23	00450	1/25/23	01252023 202301 310-51300-49000	GRAHAM LEARY	*	10.00	
				DIVISION OF ELECTIONS			10.00 008013
1/26/23	00450	1/25/23	01252023 202301 310-51300-49000	ROBERT SEVESTRE	*	10.00	
				DIVISION OF ELECTIONS			10.00 008014
1/26/23	00450	1/25/23	01252023 202301 310-51300-49000	MICHAEL YURO	*	10.00	
				DIVISION OF ELECTIONS			10.00 008015
				SAMC SAMPSON CREEK SHENNING			



AP300R  
\*\*\* CHECK NOS. 008007-050000

YEAR-TO-DATE ACCOUNTS PAYABLE PREPAID/COMPUTER CHECK REGISTER  
SAMPSON CREEK - GENERAL FUND  
BANK A SAMPSON CREEK CDD

RUN 2/08/23

PAGE 2

CHECK DATE	VEND#	.....INVOICE..... DATE INVOICE	...EXPENSED TO... YRMO DPT ACCT# SUB SUBCLASS	VENDOR NAME	STATUS	AMOUNT	....CHECK..... AMOUNT #
1/26/23	00449	1/25/23 2571	202301 320-57200-54502		*	3,419.97	
		SVCS-01/23		GALAXY BUILDERS INC			3,419.97 008016
1/26/23	00287	12/28/22 00122800	202212 320-57200-45300		*	150.00	
		TOP SCRUB AEROBIC ROOM FL		DARRYL HALL			150.00 008017
1/26/23	00022	1/18/23 82743242	202301 320-54100-43100		*	2,035.22	
		SVCS-01/2023		JEA			2,035.22 008018
1/26/23	00269	1/12/23 368	202212 320-57200-54500		*	840.00	
		REPAIRS/MAINT 12/22					
		1/12/23 368	202212 320-57200-54502		*	803.56	
		AMENITY REPAIRS/REPLACE					
		1/12/23 368	202212 320-57200-54503		*	325.00	
		TENNIS COURT MAINT		RIVERSIDE MANAGEMENT SERVICES, INC.			1,968.56 008019
1/26/23	00367	1/12/23 01122023	202301 320-57200-54500		*	1,079.60	
		REPAIRS/MAINT-01/2023		SOUTHEASTFITNESS REPAIR			1,079.60 008020
1/26/23	00253	1/12/23 71415005	202301 320-57200-45400		*	101.55	
		SVCS-01/2023		VECTOR SECURITY INC.			101.55 008021
2/03/23	00378	12/22/22 2576	202212 320-57200-54500		*	1,293.00	
		SVCS-12/22					
		1/12/23 2577	202301 320-57200-54500		*	1,703.25	
		SVCS-01/2023		ANYTIME ANYWHERE HOFFMAN HEATING &			2,996.25 008022
2/03/23	00443	2/01/23 8259139	202302 320-54100-46200		*	12,577.17	
		MAINT-02/2023		BRIGHTVIEW LANDSCAPE SERVICES, INC.			12,577.17 008023
2/03/23	00437	1/25/23 580	202301 320-57200-45200		*	2,139.30	
		SVCS-01/23		C BUSS ENTERPRISES			2,139.30 008024
2/03/23	00397	1/02/23 190995	202212 320-57200-34501		*	4,743.71	
		SVCS-12/22					
		2/01/23 191014	202301 320-57200-34501		*	1,629.83	
		SVCS-01/2023		CENTRAL SECURITY AGENCY			6,373.54 008025
				SAMC SAMPSON CREEK SHENNING			

AP300R  
\*\*\* CHECK NOS. 008007-050000

YEAR-TO-DATE ACCOUNTS PAYABLE PREPAID/COMPUTER CHECK REGISTER  
SAMPSON CREEK - GENERAL FUND  
BANK A SAMPSON CREEK CDD

RUN 2/08/23

PAGE 3

CHECK DATE	VEND#	.....INVOICE..... DATE INVOICE	...EXPENSED TO... YRMO DPT ACCT# SUB SUBCLASS	VENDOR NAME	STATUS	AMOUNT	.....CHECK..... AMOUNT #
2/03/23	00048	1/17/23	51408722 202301 320-57200-54600	FIRST AID SUPPLIES	*	159.43	
				CINTAS CORPORATION			159.43 008026
2/03/23	01003	1/19/23	127118 202301 320-57200-54500	REPAIRS/MAINT-01/23	*	252.50	
				JSC SYSTEMS			252.50 008027
2/03/23	00430	1/31/23	3170772 202212 310-51300-31500	SVCS-12/22	*	1,891.93	
				KUTAK ROCK LLP			1,891.93 008028
2/03/23	00031	2/01/23	72441B 202302 320-54100-46300	SVCS-02/2023	*	2,280.00	
				THE LAKE DOCTORS, INC.			2,280.00 008029
2/03/23	00421	11/30/22	113022 202211 320-54100-46201	MAINT-11/22	*	5,256.50	
		11/30/22	113022 202211 320-54100-43000	MAINT-11/22	*	103.23	
		12/31/22	123122 202212 320-54100-46201	MAINT-12/22	*	5,256.50	
		12/31/22	123122 202212 320-54100-43000	MAINT-12/22	*	103.07	
		1/31/23	013123 202301 320-54100-46201	MAINT-01/2023	*	5,256.50	
		1/31/23	013123 202301 320-54100-43000	MAINT-01/2023	*	117.80	
				ST JOHNS GOLF & COUNTRY CLUB			16,093.60 008030
2/03/23	00399	1/23/23	99260473 202301 320-57200-41000	SVCS-01/2023	*	36.07	
				VERIZON			36.07 008031
2/08/23	00371	2/04/23	SJSOCAD0 202302 320-57200-34500	OFF-DUTY POLICE-2/4/23	*	220.00	
		2/07/23	SJSOCAD0 202302 320-57200-34500	OFF-DUTY POLICE-2/6/23	*	220.00	
				CASEY A. ROMEIN LLC			440.00 008032
2/08/23	00319	1/28/23	1110618- 202302 320-57200-41000	SERVICE THRU 03/07/2023	*	362.08	
				COMCAST			362.08 008033
2/08/23	00287	2/06/23	00260002 202302 320-57200-45300	DEEP CLEAN EQUIPMENT	*	175.00	
				DARRYL HALL			175.00 008034
				SAMC SAMPSON CREEK SHENNING			

AP300R  
\*\*\* CHECK NOS. 008007-050000

YEAR-TO-DATE ACCOUNTS PAYABLE PREPAID/COMPUTER CHECK REGISTER  
SAMPSON CREEK - GENERAL FUND  
BANK A SAMPSON CREEK CDD

RUN 2/08/23

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CHECK DATE	VEND#	.....INVOICE..... DATE INVOICE	...EXPENSED TO... YRMO DPT ACCT# SUB SUBCLASS	VENDOR NAME	STATUS	AMOUNT	....CHECK..... AMOUNT #
2/08/23	00409	2/01/23 2900	202302 320-57200-41050		*	350.00	
		MONTHLY MAINTENANCE		UNICORN WEB DEVELOPMENT			350.00 008035
TOTAL FOR BANK A						65,717.98	
TOTAL FOR REGISTER						65,717.98	

SAMC SAMPSON CREEK SHENNING



**SAMPSON CREEK CDD  
SUNTRUST CREDIT CARD  
ACCOUNT ENDING 5311**

				REPAIRS/MAINT	INTERNET	SUPPLIES	OFFICE SUPPLIES	MISC SPECIAL EVENT
	Transaction Date	Transaction Detail	Amount	.57200.54500	57200.41050	.57200.54600	.57200.51000	.57200.49400
	<b>STATEMENT DATE 1/09/23</b>							
1	12/30/22	READYREFRESH	\$ 659.51			\$ 659.51		
2	12/9/22	CONSTANT CONTACT	\$ 70.00		\$ 70.00			
3	12/11/22	AMAZON	\$ 159.28	\$ 159.28				
4	12/12/22	LOWES	\$ 10.73	\$ 10.73				
5	12/15/22	1000BULBS	\$ 186.92	\$ 186.92				
6	12/15/22	PUBLIX	\$ 50.50			\$ 50.50		
7	12/16/22	AMAZON	\$ 18.09	\$ 18.09				
8	12/18/22	AMAZON	\$ 18.09	\$ 18.09				
9	12/19/22	AMAZON	\$ 56.82	\$ 56.82				
11	12/20/22	AMAZON	\$ 64.48			\$ 64.48		
12	12/22/22	AMAZON	\$ 289.18				\$ 289.18	
13	12/23/22	AMAZON	\$ 204.24	\$ 204.24				
14	12/26/22	AMAZON	\$ (204.24)	\$ (204.24)				
15	12/26/22	AMAZON	\$ 215.00			\$ 215.00		
16	12/30/22	WINN-DIXIE	\$ 26.77					\$ 26.77
17	1/2/23	AMAZON	\$ 553.60			\$ 553.60		
18	1/3/23	AMAZON	\$ (53.75)			\$ (53.75)		
19	1/3/23	WINN-DIXIE	\$ 26.77			\$ 26.77		
20	1/4/23	WAL-MART	\$ 125.75					\$ 125.75
21	1/4/23	PARTY CITY	\$ 11.83					\$ 11.83
22	1/5/23	WAL-MART	\$ (117.18)					\$ (117.18)
23	1/5/23	AMAZON	\$ 102.23			\$ 102.23		
24	1/6/23	AMAZON	\$ 9.57			\$ 9.57		
25	1/6/23	AMAZON	\$ (53.75)			\$ (53.75)		
26	1/6/23	PUBLIX	\$ 15.58					\$ 15.58
27	1/7/23	DUNKIN DONUTS	\$ 269.84					\$ 269.84
			<b>\$ 2,715.86</b>	<b>\$ 449.93</b>	<b>\$ 70.00</b>	<b>\$ 1,574.16</b>	<b>\$ 289.18</b>	<b>\$ 332.59</b>

Your Business Credit Card Statement

BILLING CYCLE INFORMATION

Previous Balance		\$1,873.85
Payments	-	\$1,873.85
Credits	-	\$428.92
Purchases & Other Charges	+	\$3,144.78
Cash Advances	+	\$0.00
FINANCE CHARGES	+	\$0.00
New Balance	=	\$2,715.86
Closing Date		01/09/2023

ACCOUNT SUMMARY

Account Number	XXXX XXXX XXXX 3470
Total Credit Limit	\$10,000.00
Available Credit	\$7,214.00
Available Cash	\$3,000.00
Amount Over Credit Limit	\$0.00
Amount Past Due	\$0.00
Days In Billing Cycle	31
Minimum Payment Due	\$54.32
Payment Due Date	02/03/2023

Contact Information		
Toll Free 844-487-8478	Outside U.S. (Call Collect) 910-914-8250	P.O. Box 4997 Orlando, FL 32802-4997

TOTAL \*FINANCE CHARGE\* PAID IN 2022 \$56.31

TRANSACTIONS					Amount	
Trans Date	Post Date	Reference Number	Merchant Name or Transaction Description		Credit	Charge
12-24	12-24	8558365PS010TZX6P	PAYMENT-THANK YOU ORLANDO FL		1,873.85	
			TOTAL XXXXXXXXXXXX3470 \$1,873.85-			
12-30	12-30	5543286PW5YTPGY64	READYREFRESH/WATERSERV 800-274-5282 CA			659.51
			KATE TRIVELPIECCE			
			TOTAL XXXXXXXXXXXX9295 \$659.51			
12-09	12-11	7541823P74PA14WS8	EIG*CONSTANTCONTACT.CO 855-2295506 MA			70.00
12-11	12-11	5543286P962X5HVQG	AMZN MKTP US*4H6NW8B73 AMZN.COM/BILL WA			159.28
12-12	12-13	5543286PA63BT5HK0	LOWES #00502* JACKSONVILLE FL			10.73
12-15	12-16	0534588PEHESVPVF9	1000BULBS.COM 800-624-4488 TX			186.92
12-15	12-16	0230537PE00LZENGF	PUBLIX #1105 JACKSONVILLE FL			50.50
12-16	12-18	5531020PE2DZNX71T	AMZN MKTP US*N71VW1UX3 AMZN.COM/BILL WA			18.09
12-18	12-19	5531020PG2DLH7GPR	AMZN MKTP US*GS6LD1UD3 AMZN.COM/BILL WA			18.09
12-19	12-19	5531020PH2E0QTH1D	AMZN MKTP US*KT2A45023 AMZN.COM/BILL WA			56.82
12-20	12-21	5543286PJ5WEFWWAX	AMZN MKTP US*0L45V2ZQ3 AMZN.COM/BILL WA			64.48
12-22	12-23	5543286PL5X0D7F2Z	AMZN MKTP US*NH3JK25C3 AMZN.COM/BILL WA			289.18
12-23	12-23	5543286PM5X3J7KTN	AMZN MKTP US*NJ2WG8KW3 AMZN.COM/BILL WA			204.24
12-26	12-26	5543286PR5XPZNSN7	AMZN MKTP US AMZN.COM/BILL WA		204.24	
12-26	12-27	5543286PR5XSNS5E2	AMAZON.COM*E52JQ9BU3 AMZN.COM/BILL WA			215.00
12-30	12-31	0230537PX00KPMMPF	WINN-DIXIE #0002 JACKSONVILLE FL			26.77
01-02	01-03	5543286025ZKNPZP9	AMZN MKTP US*NV1FZ6T73 AMZN.COM/BILL WA			553.60
01-03	01-03	5543286035ZV0LPHB	AMAZON.COM AMZN.COM/BILL WA		53.75	
01-03	01-04	02305370400GE1XW9	WINN-DIXIE #0002 JACKSONVILLE FL			26.77
01-04	01-05	05416010443A6LS5Y	WAL-MART #1082 JACKSONVILLE FL			125.75
01-04	01-05	55432860560BVA0GK	PARTY CITY 0172 JACKSONVILLE FL			11.83
01-05	01-05	05416010543A6MMXR	WAL-MART #1082 JACKSONVILLE FL		117.18	
01-05	01-06	55432860560EZMXJ0	AMZN MKTP US*E432S5I03 AMZN.COM/BILL WA			102.23
01-06	01-06	55432860660HW8Q68	AMZN MKTP US*LI18F0P63 AMZN.COM/BILL WA			9.57
01-06	01-06	55432860660RAZDEF	AMAZON.COM AMZN.COM/BILL WA		53.75	
01-06	01-08	02305370700JAS9RD	PUBLIX #393 JACKSONVILLE FL			15.58
01-07	01-08	527048708RQEB3LHJ	DUNKIN #350098 Q35 ST JOHNS FL			269.84

See reverse for additional information.

5207 2ED 1 9 7 Page 1 of 2 1053 1400 BC00 0005 230109 01BI5207 270

▼PLEASE DETACH HERE AND RETURN BOTTOM PORTION WITH YOUR PAYMENT▼



TRUIST CARD SERVICES  
PO BOX 100  
WILSON, NC 27894-0100

MINIMUM PAYMENT

\$54.32

PAYMENT DUE DATE

02-03-2023

Make check payable in  
U.S. dollars to:  
Truist Bank

ACCOUNT #

XXXX XXXX XXXX 3470

NEW BALANCE

\$2,715.86

AMOUNT ENCLOSED

\$ \_\_\_\_\_

CONTROL ACCOUNT  
SAMPSON CREEK CDD  
5385 N NOB HILL RD  
SUNRISE FL 33351-4761

270  
M311

Enclose this coupon with your payment and mail to:

TRUIST BANK  
PO BOX 791250  
BALTIMORE, MD 21279-1250



00271586 00005432 5583651470003470



From: Sharyn Henning  
 Sent: Tuesday, January 31, 2023 3:48 PM  
 To: Leah Tincher  
 Subject: CC Statement 01/09/2023

Hi Leah,

I am missing the highlighted yellow receipts, can you please send to me?

Candy to pass out @  
 meeting

	Transaction Date	Transaction Detail	Amount
	STATEMENT DATE 1/09/23		
1	12/30/22	READYREFRESH	\$ 659.51
2	12/9/22	CONSTANT CONTACT	\$ 70.00
3	12/11/22	AMAZON	\$ 159.28
4	12/12/22	LOWES	\$ 10.73
5	12/15/22	1000BULBS	\$ 186.92
6	Water / CDD meeting 12/15/22	PUBLIX 320 57200 54600	\$ 50.50 ✓
7	12/16/22	AMAZON	\$ 18.09
8	12/18/22	AMAZON	\$ 18.09
9	12/19/22	AMAZON	\$ 56.82
11	Office Chair 12/20/22	AMAZON 320 57200 5100	\$ 64.48 ✓
12	12/22/22	AMAZON	\$ 289.18
13	12/23/22	AMAZON	\$ 204.24
14	12/26/22	AMAZON	\$ (204.24)
15	12/26/22	AMAZON	\$ 215.00
16	Wipes - lysol 12/30/22	WINN-DIXIE 320 57200 49400	\$ 26.77 ✓
17	Tri-Fold Towels 1/2/23	AMAZON 320 57200 54600	\$ 553.60
18	1/3/23	AMAZON Returned	\$ (53.75)
19	Wipes - lysol 1/3/23	WINN-DIXIE 320 57200 54600	\$ 26.77 ✓
20	Polar Plunge 1/4/23	WAL-MART 320 57200 49400	\$ 125.75 ✓
21	Polar Plunge 1/4/23	PARTY CITY 320 57200 49400	\$ 11.83 ✓
22	1/5/23	WAL-MART Returned	\$ (117.18) ✓
23	Gym Wipes 1/5/23	AMAZON 320 57200 49400	\$ 102.23
24	Nurse Tag 1/6/23	AMAZON 320 57200 54600	\$ 9.57
25	1/6/23	AMAZON Returned	\$ (53.75)
26	Polar Plunge Supplies 1/6/23	PUBLIX 320 57200 49400	\$ 15.58 ✓
27	Polar Plunge 1/7/23	DUNKIN DONUTS 320 57200 49400	\$ 269.84 ✓
			\$ 2,715.86

Thanks!!



# Party City

NOBODY HAS MORE PARTY FOR LESS

11112-12 SAN JOSE BLVD  
JACKSONVILLE, FL 32223  
904-262-2800

192937070147 BCT FOR TROP \$6.00 1  
BCT FOR TROPHY  
192937069141 5IN TROPHY C \$5.00 1  
5IN TROPHY CUSOM  
-----  
SUBTOTAL \$11.00  
GEN MERCH TAX @ 7.500% \$0.83  
TOTAL \$11.83  
CR MASTERCARD \$11.83  
ITEMS = 2

CR MASTERCARD SALE \$11.83  
XXXXXXXXXXXX7282 CHTP  
APPR: 004236  
JOURNAL: 0172127285599186

AID: A0000000041010  
Application Label: Mastercard  
Cryptogram Type: TC  
Cryptogram: C16A93549C69113F  
-----

Give us feedback @ survey.walmart.com  
Thank you! ID #:7SGTZ2CQDZ1

## Walmart

WM Supercenter  
904-260-4402 Mgr. PAUL  
10991 SAN JOSE BLVD STE 1  
JACKSONVILLE FL 32223-6600  
WALMART STORE  
JACKSONVILLE, FL

ST# 01082 OP# 000098 TE# 92 TR# 06596  
MERCHANT# 0001082700000000  
MASTERCARD

\*\*\* CREDIT ISSUED \*\*\*  
GENERAL MISC TOTAL 117.18-  
MASTERCARD \*\*\*\*\* 7282  
APPROVAL # 005457

Low prices You Can Trust. Every Day.  
Savings Catcher! Scan with Walmart app

01/05/23 13:06:00

\*\*\* CUSTOMER COPY \*\*\*

## Publix

The Shoppes of Bartram Park  
13820 Old St Augustine Road  
Jacksonville, FL 32258  
Store Manager: Scott Rosseland  
904-262-5415

ZEPHYR SPRNG WATER	6.99	F
ZEPHYR SPRNG WATER	6.99	F
ZEPHYR SPRNG WATER	6.99	F
Promotion	-6.99	F
CHINET C/CRSTL PLT		
1 @ 2 FOR 12.00	6.00	T
You Saved	2.24	
HSKY ASST MINIS	7.99	T F
PALMER SANTA MIX	11.99	T F
HSKY ASST MINIS	7.99	T F

Order Total	47.95
Sales Tax	2.55
Grand Total	50.50
Credit Payment	50.50
Change	0.00

Savings Summary  
Special Price Savings 9.23

\*\*\*\*\*  
\* Your Savings at Publix \*  
\* 9.23 \*  
\*\*\*\*\*

Give us feedback @ survey.walmart.com  
Thank you! ID #:7SGTSCQ6ZN

## Walmart

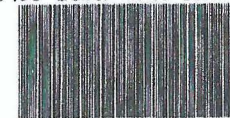
WM Supercenter  
904-260-4402 Mgr. PAUL  
10991 SAN JOSE BLVD STE 1  
JACKSONVILLE FL 32223

ST# 01082 OP# 009031 TE# 31 TR# 00849  
DESK 693785944254 109.00 X  
MS BLK 17G 609003489140 7.98 X

SUBTOTAL	116.98
TAX1 7.5000 %	8.77
TOTAL	125.75
MCARD TEND	125.75
CHANGE DUE	0.00

MASTERCARD- 7282 I 1 APPR#00449G  
125.75 TOTAL PURCHASE  
REF # 300400693369  
AID A0000000041010  
TC BBD4F3A7CD1A97A8  
TERMINAL # 21947109  
\*No Signature Required  
01/04/23 13:31:49

# ITEMS SOLD 2  
TC# 0453 1152 6223 1396 8009 2



## Walmart



Become a  
member today  
Scan for 30-day free trial.

Low prices You Can Trust. Every Day.  
01/04/23 13:31:54

Welcome to Dunkin'  
Store #: 350098  
2225 County Road 210 W  
Jacksonville, FL 32259  
(904) 342-2618

119882 Dunktastic!

CHK 5651  
1/7/2023 8:38 AM

### Eat In

10 12 Donuts 134.90  
\*Assorted  
4 Box Orig Hot Choc 91.96  
2 Box Hot Orig Cof 42.98  
Mastercard \$269.84  
\*\*\*\*\*7282

Tran Type : Purchase  
Entry Mode : INSERTED  
Auth Code : 00725G  
Mastercard  
AID: A0000000041010  
No Signature Required  
I agree to pay the above total  
amount according to the card  
issuer  
(merchant agreement if credit  
voucher)

Subtotal \$269.84  
Payment \$269.84  
Change Due \$0.00

2220 COUNTY RD 210 W STE 200, JACKSONVILLE, FL  
Store (904) 823-2122 Pharmacy (904) 823-2171  
12/30/22 2:55pm 0002 091 113  
Store Manager: ALMA  
Your Cashier: ACM LANE\_091



		Reg	You Pay
QTY 3	SEG DIS WIP LAV 75	\$12.57	\$12.57 T
QTY 3	SEG DIS WIP CIT 75	\$12.57	\$12.57 T

Total number of items sold = 6

Subtotal	\$25.14
Tax	\$1.63
Total due	\$26.77
Mastercard total	\$26.77

MASTERCARD \*\*\*\*\*7282  
APPROVAL CODE 03093G SEQ #: 917513  
AID A0000000041010  
Change \$0.00



### Savings summary

rewards savings	Coupon savings	Total savings
\$0	\$0	\$0

You've Earned

Thank you for shopping your local Winn-Dixie

# Publ

Old St. Augustine Pla  
11250-4 Old St. Augustin  
Jacksonville, FL 322  
Store Manager: Simon Fo  
904-262-5474



0393 16N 014 775

PUB NPK EVERYDAY  
PR STY 3 COMPART  
PUB ED SPOONS  
PUB ED SPOONS  
PUB ED SPOONS  
PUB SUPER STRIP  
PUB CUP FOAM 8.50Z

Order Total  
Sales Tax  
Grand Total

Credit Payment  
Change

\*\*\*\*\*

# Winn/Dixie

## It's a Winn Win.

2220 COUNTY RD 210 W STE 200, JACKSONVILLE, FL  
Store (904) 823-2122 Pharmacy (904) 823-2171  
01/03/23 11:34am 0002 073 37  
Store Manager: ALMA  
Your Cashier: ACM LANE\_73

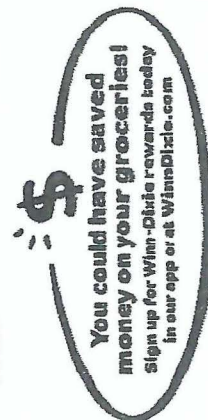


	Reg	You Pay
QTY 4	SEG DIS WIP FR 75	\$16.76
	SEG DIS WIP CIT 75	\$4.19
	SEG DIS WIP LAV 75	\$4.19

Total number of items sold = 6

Subtotal	\$25.14
Tax	\$1.63
Total due	\$26.77
Mastercard total	\$26.77

MASTERCARD \*\*\*\*\*7282  
APPROVAL CODE 00326G SEQ #: 734137  
AID A0000000041010  
Change \$0.00



Savings summary		Total savings
rewards savings	Coupon savings	\$0
\$0	\$0	\$0



For customer support visit [Amazon.com/contact-us](https://Amazon.com/contact-us)

**Order date:** December 20, 2022  
**Purchase Order #:**  
**Order #:** 111-7647071-9870610  
**Date shipped:** December 20, 2022

**Ship to:**  
Leah Tincer  
9655 FLORIDA MINING BLVD W  
JACKSONVILLE, FL 32257-2031  
United States

## Shipment details

Item description	Qty	Item price	Item subtotal
Neo Chair Office Computer Desk Chair Gaming-Ergonomic Mid Back Cushion Lumbar Support with Wheels Comfortable Blue Mesh Racing Seat Adjustable Swivel Rolling Home Executive (Black) (SKU: MS-CPSB-BK) Condition: New Sold by: Neo chair	1	\$59.98	\$59.98
Item subtotal			\$59.98
Shipping & handling			\$0.00
Sales tax			\$4.50
<b>Total</b>			<b>\$64.48</b>

## Return or replace your item

Visit [Amazon.com/returns](https://Amazon.com/returns)

Have feedback on how we packaged your order? Tell us at [Amazon.com/packaging](https://Amazon.com/packaging)



# Beacon Electrical Contractors, Inc.

731 Duval Station Rd. Suite 107-306

Jacksonville, Florida 32218

Phone: 904-338-5394

Fax: 904-751-6583

## INVOICE # 221221

Date: 12-21-2022

To: Riverside Management Services, Inc.  
9145 Narcoossee Road, Suite A206  
Orlando, FL 32827

Attn: Marc  
Phone: 904-288-7667  
Email: [mrrousseau@rmsnf.com](mailto:mrrousseau@rmsnf.com)

### WORK COMPLETED @ St. Johns Golf & Country Club

Labor and materials to :

-Replace 15 ballast in gym and troubleshoot fours lights  
in one fixture.

572.54502

BALANCE DUE: \$ 1,595.00

All work has been completed in a workmanlike manner according to standard practices and the National Electrical Codes. All work has a *one-year warranty* effective as of the date of this invoice.



**Subject:** Fwd: Beacon Electrical 221221  
**Date:** Friday, January 20, 2023 at 11:54:30 AM Eastern Standard Time  
**From:** Marc Rousseau <mrousseau@rmsnf.com>  
**To:** Sharyn Henning <shenning@gmssf.com>  
**CC:** Daniel Laughlin <dlaughlin@gmsnf.com>  
**Attachments:** Riverside Mgmt. 221221.pdf

Hi Sharyn,

I have attached invoice #221221 for the amount of \$1,595.00 for electrical services provided in **Sampson Creek** fitness Center. I CC'd Daniel Laughlin on this email to make him aware of this expenditure on repairs of the fitness center lighting.

Please use cost code: **001 320 57200 54502 Repairs/Replacements – Amenity**

Please feel free to reach out with any questions.

**Marc J. Rousseau**

Operations Manager

Sampson Creek @ St. John's Golf & CC

205 St. John's Golf Drive

St. Augustine, FL 32092

----- Forwarded message -----

From: **Tammy Solomon** <tammy@beaconelectricaljax.com>

Date: Fri, Jan 20, 2023 at 9:20 AM

Subject: Beacon Electrical 221221

To: Marc Rousseau <mrousseau@rmsnf.com>

Please see attached invoice. Any questions please call office.

Regards.

Tammy

Beacon Electrical Contractors, Inc.

904-338-5394

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



Invoice 548

**BILL TO**

St. Johns Golf and Country  
Club  
219 St Johns Golf Dr.  
Saint Augustine, FL 32092

DATE  
01/11/2023

PLEASE PAY  
\$1,399.98

DUE DATE  
02/01/2023

DATE	ACTIVITY	DESCRIPTION	QTY	RATE	AMOUNT
01/11/2023	Pool Repair	VACUUM PUMP: 1.1THP 115/208-230V TEFC SUPERFLO PUMP	1	1,174.98	1,174.98
01/11/2023	Pool Repair	LABOR: REPLUMB/REWIRE	1	225.00	225.00

TOTAL DUE

**\$1,399.98**

THANK YOU.

Pool Repairs  
320.57200-54500  
Repairs & Maintenance

①

1-13-23



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



Invoice 549

**BILL TO**

St. Johns Golf and Country  
Club  
219 St Johns Golf Dr.  
Saint Augustine, FL 32092

DATE  
01/11/2023

PLEASE PAY  
\$1,259.86

DUE DATE  
02/01/2023

DATE	ACTIVITY	DESCRIPTION	QTY	RATE	AMOUNT
01/11/2023	Pool Repair	STENNER: 120V 10GPD 25 PSI .25" ADJ 1- HEAD CLASSIC PUMP	1	499.93	499.93
01/11/2023	Pool Repair	STENNER: 120V 50GPD 25PSI .25" ADJ 1- HEAD CLASSIC PUMP	1	499.93	499.93
01/11/2023	Pool Repair	LABOR REMOVE/INSTALLATION	2	130.00	260.00

TOTAL DUE

**\$1,259.86**

THANK YOU.

Pool Repairs

320.57200.54500

Repairs & Maintenance

②

1-13-23

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



Invoice 550

**BILL TO**

205 St. Johns Golf Dr  
Saint Augustine, FL 32092

DATE  
01/11/2023

PLEASE PAY  
\$1,972.11

DUE DATE  
02/01/2023

**P.O. NUMBER**

Splash Pad

DATE	ACTIVITY	DESCRIPTION	QTY	RATE	AMOUNT
01/11/2023	Pool Repair	Turtle Dumping Seeflow (Blue)	2	378.92	757.84
01/11/2023	Pool Repair	Bearing SSR16 2RS (2"OD X 1"ID X 1/2"WD) Stainless Steel	2	113.32	226.64
01/11/2023	Pool Repair	Plug 2" Pipe Size Pod Spray Brass, Lead Free	7	25.74	180.18
01/11/2023	Pool Repair	Pod Spray Nozzle Sleeve Brass, Lead Free	7	81.13	567.91
01/11/2023	Pool Repair	Pod Spray Projection Nozzle 3 Holes Pattern	7	24.22	169.54
01/11/2023	Services	Freight Charge	1	70.00	70.00

TOTAL DUE

\$1,972.11

THANK YOU.

Pool Repairs  
320.57200.54500  
Repairs & maintenance



1-13-23





ST JOHNS COUNTY SHERIFF'S OFFICE  
DETAIL INVOICE

St Johns Golf CDD

SJSO23CAD011274

NAME / ID:	Casey A Romein LLC				
DATE	CAD #	TIME IN	TIME OUT	TOTAL HOURS	TOTAL DUE
Saturday, January 14, 2023	SJSO23CAD011274	1:45PM	5:45PM	4	\$220.00
ACTIVITY / COMMENTS:		Hour Rate	\$55.00	4	\$220.00

Total Contacts: 4 Citations: 2 Warnings: 2

Multiple roving patrols. All roads patrolled.

Moving Violations: 3x (Leo Maguire Pkwy) three drivers were stopped for speeding, two received citations and one received a warning (54mph, 57mph, 64mph)

Parking violations: 1x (Glenfield Crossing Court) one owner was warned for parking facing the wrong direction on the street -

570.50  
345

***Payroll use only***	**VERIFY NAME AND ADDRESS**	***Payroll use only***	
<b>BILL TO:</b>	<b>REMIT PAYMENT TO:</b>	<b>INVOICE #</b>	SJSO23CAD011274
Sharyn Rosina	Casey A Romein LLC	Service Date:	01/14/23
<u>Govt. Management Service</u>	82 Willow Lake Drive	Invoice Date:	01/14/23
<u>5385 N Hob Hill Road</u>	Saint Augustine FL, 32092	Total Due:	\$220.00
<u>Sunrise, FL 33351</u>		Due Date:	<b>UPON RECEIPT</b>





ST JOHNS COUNTY SHERIFF'S OFFICE  
DETAIL INVOICE

St Johns Golf CDD

SJSO23CAD018008

NAME / ID:	Casey A Romein LLC				
DATE	CAD #	TIME IN	TIME OUT	TOTAL HOURS	TOTAL DUE
Sunday, January 22, 2023	SJSO23CAD018008	5:00PM	9:00PM	4	\$220.00
ACTIVITY / COMMENTS:		Hour Rate	\$55.00	4	\$220.00

Total Contacts: 3 Citations: 1 Warnings: 2

Multiple roving patrols. All roads patrolled.

Moving Violations: 2x (Leo Maguire Pkwy) two drivers were stopped for speeding (58/35mph zone and 54/35mph zone).

Parking violations: 1x (Meadow View Lane) one owner was warned for parking facing the wrong direction on the street.

Patrolled the cemetery.

572.345

***Payroll use only***	**VERIFY NAME AND ADDRESS**	***Payroll use only***	
<b>BILL TO:</b>	<b>REMIT PAYMENT TO:</b>	<b>INVOICE #</b>	SJSO23CAD018008
Sharyn Rosina	Casey A Romein LLC	Service Date:	01/22/23
Govt. Management Service	82 Willow Lake Drive	Invoice Date:	01/22/23
5385 N Hob Hill Road	Saint Augustine FL, 32092	Total Due:	\$220.00
Sunrise, FL 33351		Due Date:	UPON RECEIPT





ST JOHNS COUNTY SHERIFF'S OFFICE  
DETAIL INVOICE

St Johns Golf CDD

SJSO23CAD019401

NAME / ID:	Casey A Romein LLC				
DATE	CAD #	TIME IN	TIME OUT	TOTAL HOURS	TOTAL DUE
Sunday, January 22, 2023	SJSO23CAD019401	11:15AM	3:15PM	4	\$220.00
ACTIVITY / COMMENTS:		Hour Rate	\$55.00	4	\$220.00

Total Contacts: 2 Citations: 0 Warnings: 2

Multiple roving patrols. \*Focused on parking issued within the neighborhood.\*

Moving Violations: None observed due to focus on parking.

Parking violations: 1x (Eagle Point Drive) the owner of a moving company was advised to park the correct direction on the street (all trucks moved) - 1x (Meadow View Lane) one owner (1st time violator) was warned for parking illegally -

Patrolled the cemetery.

572.345

***Payroll use only***	**VERIFY NAME AND ADDRESS**	***Payroll use only***	
<b>BILL TO:</b>	<b>REMIT PAYMENT TO:</b>	<b>INVOICE #</b>	SJSO23CAD019401
Sharyn Rosina	Casey A Romein LLC	Service Date:	01/22/23
<u>Govt. Management Service</u>	82 Willow Lake Drive	Invoice Date:	01/24/23
<u>5385 N Hob Hill Road</u>	Saint Augustine FL, 32092	Total Due:	\$220.00
<u>Sunrise, FL 33351</u>		Due Date:	<b>UPON RECEIPT</b>



# Hello Office Sampson Creek Cdd,

Thanks for choosing Comcast Business.

## Your bill at a glance

For 219 SAINT JOHNS GOLF DR, HOME OFC, SAINT AUGUSTINE, FL, 32092-1053

Previous balance		\$582.28
Payment - thank you	Nov 30	-\$286.14
Credits	Page 3	-\$44.42
<b>Balance forward due now</b>		<b>\$251.72</b>
Partial charges	Page 3	\$62.56
Regular monthly charges	Page 3	\$391.72
One-time charges	Page 4	\$10.00
Taxes, fees and other charges	Page 4	\$5.78
<b>New charges due Jan 18, 2023</b>		<b>\$470.06</b>

**Amount due \$721.78**

### ! Your account is past due

Your account is past due, so you may have been charged a late fee of \$10.00. To keep your account current, please pay the balance forward immediately.

### Need help?

Visit [business.comcast.com/help](https://business.comcast.com/help) or see page 2 for other ways to contact us.

## Your bill explained

- We've applied a partial charge of \$62.56 as a result of changes to Data, Voice, Access, Deluxe 50, Voice Line and other charges made to your account on Dec 03.
- Regular monthly charges have increased by \$109.87 as a result of service change(s) made to Comcast Business, Service fees and Equipment & services.
- Your one-time charges are \$10.00 due to Late Fee charge(s).
- This page gives you a quick summary of your monthly bill. A detailed breakdown of your charges begins on page 3.

572.41000 separate check  
Jan 2023

JAN 11 2023

Detach the bottom portion of this bill and enclose with your payment

Please write your account number on your check or money order

Do not include correspondence with payment

COMCAST  
BUSINESS

141 NW 16TH ST  
POMPANO BEACH FL 33060-5250  
96330310 NO RP 28 20221228 NNNNNNNY 0000751 0004

OFFICE SAMPSON CREEK CDD  
C/O HOME OFC  
5385 N NOB HILL RD  
SUNRISE, FL 33351-4761

Account number **8495 74 140 1110618**

**Balance forward due now \$251.72**

New charges due Jan 18, 2023 \$470.06

**Please pay \$721.78**

**Amount enclosed**

**\$ 470.06**

Make checks payable to Comcast  
Do not send cash

Send payment to

COMCAST  
PO BOX 71211  
CHARLOTTE NC 28272-1211



849574140111061800721787



## Download the Comcast Business App

Manage your account anytime, anywhere with the Comcast Business App – an innovative all-in-one tool designed with your business in mind.

- Manage your account details
- Pay your bill and customize billing options
- View upcoming appointments



## Faster speeds. More solutions. Bigger savings.

Comcast Business now offers **NEW** packages with faster speeds and innovative Voice and security solutions – at a better value.

**Call today for a FREE account review at 877-564-0318.**



## Need help? We're here for you



### Visit us online

Get help and support at  
**business.comcast.com/help**



### Call us anytime

800-391-3000  
Open 24 hours, 7 days a week for billing and technical support

## Useful information

### Moving?

We can help ensure it's a smooth transition.  
Visit **business.comcast.com/learn/moving** to learn more.

### Accessibility:

If you are hearing impaired, call 711. For issues affecting customers with disabilities, call **1-855-270-0379**, chat live at **support.xfinity.com/accessibility**, email **accessibility@comcast.com**, fax **1-866-599-4268** or write to Comcast at 1701 JFK Blvd., Philadelphia, PA 19103-2838  
Attn: M. Gifford.



## Ways to pay



### No more mailing monthly checks

Set up Auto Pay to save time, energy and stamps. It's easy to enroll, just visit  
**business.comcast.com/myaccount**



### Go paperless and say goodbye to clutter

Sign up for Paperless Billing to view and pay your bill online. It's faster, easier and helps cut down on clutter. Visit **business.comcast.com/myaccount** to get started.

## Additional billing information

### More ways to pay:



#### Online

Visit My Account at **business.comcast.com/myaccount**



#### By App

Download the Comcast Business App



#### In-Store

Visit **business.comcast.com/servicecenter** to find a store near you



Balance forward		\$251.72
Previous balance		\$582.28
Payment - thank you	Nov 30	-\$286.14
Credits		-\$44.42
Voice Ntwrk Investment - Adjustment	Dec 04	-\$44.42

Partial charges		\$62.56
Services removed	Dec 03 - Jan 07	-\$233.37
Deluxe 50, Voice Line, TV Select and other charges		
Services added	Dec 03 - Jan 07	\$295.93
Data, Voice, Access, TV Select, Equipment Fee and other charges		

On your last bill you were billed in advance for services between Dec 08 - Jan 07. We've applied a charge of \$62.56 as a result of your change(s) on Dec 03. For more details about the change to your service please go to [business.comcast.com/myaccount](https://business.comcast.com/myaccount).

Regular monthly charges		\$391.72
Comcast Business		\$264.85
Packaged services		\$284.00
Mobility Voice Line	\$25.00	
Business Voice.		
Data, Voice, Access	\$259.00	
Package, Includes: Business Internet Performance, 1 Mobility Voice Line, SecurityEdge, and Wifi Pro Expanded Coverage.		
Discounts		-\$109.00
Bundle Discount	-\$109.00	
Comcast Business services		\$89.85
TV Select	\$39.95	
Business Video.		
Music Choice	\$29.95	
Static IP - 1	\$19.95	

Equipment & services		\$39.90
TV Box + Remote	\$9.95	
Equipment Fee	\$29.95	
Voice and Wifi Pro Expanded Coverage		



**Please note:** Credits for service you were billed for in advance last month.

**Please note:** Charge for new service up to the start of your bill period. Your new regular monthly charge is shown below.

### What's included?



**Internet:** Fast, reliable internet on our Gig-speed network



**TV:** Keep your employees informed and customers entertained



**Voice Numbers:** (904)599-9093, (904)342-7936

Visit [business.comcast.com/myaccount](https://business.comcast.com/myaccount) for more details

You've saved \$109.00 this month with your bundle discount.



<b>Service fees</b>	<b>\$86.97</b>
Directory Listing Management Fee	\$5.00
Voice Network Investment	\$49.42
Broadcast TV Fee	\$32.55

One-time charges		\$10.00
Other charges		\$10.00
Late Fee	Dec 28	\$10.00

<b>Taxes, fees and other charges</b>	<b>\$5.78</b>
<b>Other charges</b>	<b>\$5.78</b>
Regulatory Cost Recovery	\$1.80
Federal Universal Service Fund	\$3.98



### Additional information

The Regulatory Cost Recovery fee is neither government mandated nor a tax, but is assessed by Comcast to recover certain federal, state, and local regulatory costs.

**Universal Service Fund:** The FCC modifies the rate that voice providers pay into the USF on a quarterly basis. USF is assessed on applicable voice services as the Federal Universal Service Fund at the FCC's approved rate. See:

[fcc.gov/encyclopedia/contribution-factor-quarterly-filings-universal-service-fund-usf-management-support](https://www.fcc.gov/encyclopedia/contribution-factor-quarterly-filings-universal-service-fund-usf-management-support). A new rate becomes effective January 1, 2023.

**Recent and Upcoming Programming Changes:** Information on recent and upcoming programming changes can be found at [xfinity.com/programmingchanges/](http://xfinity.com/programmingchanges/) or by calling 866-216-8634.



## Hello Fitn Sampson Crk Cdd Pool,

Thanks for choosing Comcast Business.

## Your bill at a glance

For 219 SAINT JOHNS GOLF DR, HOME OFC 2, SAINT  
AUGUSTINE, FL, 32092-1053

Previous balance		\$565.74
Payments		\$0.00
<b>Balance forward due now</b>		<b>\$565.74</b>
Partial charges	Page 3	\$73.00
Regular monthly charges	Page 3	\$648.80
One-time charges	Page 4	\$10.00
Taxes, fees and other charges	Page 4	\$1.54
<b>New charges due Jan 25, 2023</b>		<b>\$733.34</b>

**Amount due** \$1,299.08

## ! Your account is past due

Your account is past due, so you may have been charged a late fee of \$10.00. To keep your account current, please pay the balance forward immediately.

## Need help?

Visit [business.comcast.com/help](https://business.comcast.com/help) or see page 2 for other ways to contact us.

## Your bill explained

- We've applied a partial charge of \$73.00 as a result of changes to Data, Voice, Access, Business Internet 75, Mobility Voice Line and other charges made to your account on Dec 08.
- Regular monthly charges have increased by \$74.15 as a result of service change(s) and the end of a promotion on your account. Your regular monthly charges are now \$648.80.
- Your one-time charges are \$10.00 due to Install Fee - Bundle and Late Fee charge(s).

Detach the bottom portion of this bill and enclose with your payment

Please write your account number on your check or money order

Do not include correspondence with payment

COMCAST  
BUSINESS141 NW 16TH ST  
POMPANO BEACH FL 33060-5250  
96330310 NO RP 04 20230104 NNNNNNNY 0000708 0004FITN SAMPSON CRK CDD POOL  
HOME OFC 2  
5385 N NOB HILL RD  
SUNRISE, FL 33351-4761

Account number 8495 74 140 1110956

Balance forward due now \$565.74

New charges due Jan 25, 2023 \$733.34

Total amount due \$1,299.08

Amount enclosed

\$ 733.34

Make checks payable to Comcast  
Do not send cash

Send payment to

COMCAST  
PO BOX 71211  
CHARLOTTE NC 28272-1211

849574140111095601299080

## Download the Comcast Business App

Manage your account anytime, anywhere with the Comcast Business App – an innovative all-in-one tool designed with your business in mind.

- Manage your account details
- Pay your bill and customize billing options
- View upcoming appointments



## Faster speeds. More solutions. Bigger savings.

Comcast Business now offers **NEW** packages with faster speeds and innovative Voice and security solutions – at a better value.

**Call today for a FREE account review at 877-564-0318.**



## Need help? We're here for you



### Visit us online

Get help and support at  
**business.comcast.com/help**



### Call us anytime

800-391-3000  
Open 24 hours, 7 days a week for billing and technical support

## Useful information

### Moving?

We can help ensure it's a smooth transition.  
Visit **business.comcast.com/learn/moving** to learn more.

### Accessibility:

If you are hearing impaired, call 711. For issues affecting customers with disabilities, call **1-855-270-0379**, chat live at **support.xfinity.com/accessibility**, email **accessibility@comcast.com**, fax **1-866-599-4268** or write to Comcast at 1701 JFK Blvd., Philadelphia, PA 19103-2838  
Attn: M. Gifford.



## Ways to pay



### No more mailing monthly checks

Set up Auto Pay to save time, energy and stamps. It's easy to enroll, just visit  
**business.comcast.com/myaccount**



### Go paperless and say goodbye to clutter

Sign up for Paperless Billing to view and pay your bill online. It's faster, easier and helps cuts down on clutter. Visit **business.comcast.com/myaccount** to get started.

## Additional billing information

### More ways to pay:



#### Online

Visit My Account at **business.comcast.com/myaccount**



#### By App

Download the Comcast Business App



#### In-Store

Visit **business.comcast.com/servicecenter** to find a store near you





Partial charges **\$73.00**Services removed Dec 08 - Jan 13 **-\$308.86**

Business Internet 75, Voice Line and Equipment Fee

Services added Dec 08 - Jan 13 **\$381.86**

Data, Voice, Access, Mobility Voice Line and Equipment Fee

**Please note:** Credits for service you were billed for in advance last month.

**Please note:** Charge for new service up to the start of your bill period. Your new regular monthly charge is shown below.

On your last bill you were billed in advance for services between Dec 14 - Jan 13. We've applied a charge of \$73.00 as a result of your change(s) on Dec 08. For more details about the change to your service please go to [business.comcast.com/myaccount](https://business.comcast.com/myaccount).

Regular monthly charges **\$648.80**Comcast Business **\$364.95**Packaged services **\$479.00**

Mobility Voice Line \$50.00

Business Voice.

Qty 2 @ \$25.00 each

Data, Voice, Access \$429.00

Package, Includes: Business Internet Gigabit Extra, 1 Mobility Voice Line, SecurityEdge, and Wifi Pro Expanded Coverage.

Discounts **-\$189.00**Bundle Discount **-\$189.00**Comcast Business services **\$74.95**

TV Standard \$74.95

Business Video.

Add ons **\$0.00**

Public View Service \$0.00

Business Video.

Includes \$20.00 Service Discount

Equipment & services **\$229.95**

CableCARD ✓

Service To Additional TV.

Digital Adapter ✓

CableCARD \$0.00

Service To Additional TV.

Qty 6 @ \$0.00 each

Includes \$43.50 Service Discount

Equipment Fee \$200.00

TV Box.

Equipment Fee \$29.95

Voice and Wifi Pro Expanded Coverage.

## What's included?



**Internet:** Fast, reliable internet on our Gig-speed network



**TV:** Keep your employees informed and customers entertained



**Voice Numbers:** (904)599-9094, (904)819-9956, (904)217-8268

This shows a service is included in your package: ✓

Visit [business.comcast.com/myaccount](https://business.comcast.com/myaccount) for more details

You've saved \$252.50 this month with your bundle and service discounts.



Service fees		\$53.90
Directory Listing Management Fee	\$5.00	
Voice Network Investment	\$5.00	
Broadcast TV Fee	\$32.55	
Regional Sports Fee	\$11.35	

One-time charges	\$10.00
------------------	---------

Other charges		\$10.00
Late Fee	Jan 04	\$10.00

Installation fees		\$0.00
Install Fee - Bundle	Dec 08	\$0.00
With 2 Year Service Contract.		

Taxes, fees and other charges	\$1.54
-------------------------------	--------

Other charges		\$1.54
Regulatory Cost Recovery	\$1.00	
Federal Universal Service Fund	\$0.54	

## Additional information

The Regulatory Cost Recovery fee is neither government mandated nor a tax, but is assessed by Comcast to recover certain federal, state, and local regulatory costs.

**Universal Service Fund:** The FCC modifies the rate that voice providers pay into the USF on a quarterly basis. USF is assessed on applicable voice services as the Federal Universal Service Fund at the FCC's approved rate. See:

[fcc.gov/encyclopedia/contribution-factor-quarterly-filings-universal-service-fund-usf-management-support](https://fcc.gov/encyclopedia/contribution-factor-quarterly-filings-universal-service-fund-usf-management-support). A new rate becomes effective January 1, 2023.

**Recent and Upcoming Programming Changes:** Information on recent and upcoming programming changes can be found at [xfinity.com/programmingchanges/](https://xfinity.com/programmingchanges/) or by calling 866-216-8634.



**Subject:** Sampson Creek CDD - Oaths of Office  
**Date:** Wednesday, January 25, 2023 at 12:06:19 PM Eastern Standard Time  
**From:** Sarah Sweeting <ssweeting@gmsnf.com>  
**To:** Kimball, Chris D. <Chris.Kimball@dos.myflorida.com>, Sharyn Henning <shenning@gmssf.com>  
**Attachments:** PastedGraphic-3.pdf, 20230125115801531.pdf

Hi Chris,

I will be mailing you the original copies of the attached oaths.

Sharyn, please cut a \$10 check for each oath and mail it to the address below.  
Please be sure to attach a copy of the oath to each check when mailing.  
In the reference line of the check, please include the supervisor's name.

Chris Kimball  
Commission Issuance Section  
Division of Elections  
R.A. Gray Building, Room 316  
500 South Bronough Street  
Tallahassee, FL 32399-0250

Thank you,

**Sarah Sweeting**  
Governmental Management Services, LLC  
475 West Town Place, Suite 114  
St. Augustine, Florida 32092  
(904) 940-5850 x 402  
(904) 940-5899 Fax  
[ssweeting@gmsnf.com](mailto:ssweeting@gmsnf.com)

513.496 \$10.00

\*separate check\*

V# 450

"Graham Leary"

# OATH OF OFFICE

(Art. II, § 5(b), Fla. Const.)

STATE OF FLORIDA

County of St. Johns

I do solemnly swear (or affirm) that I will support, protect, and defend the Constitution and Government of the United States and of the State of Florida; that I am duly qualified to hold office under the Constitution of the State, and that I will well and faithfully perform the duties of

Supervisor, Sampson Creek Community Development District

(Title of Office)

on which I am now about to enter, so help me God.

[NOTE: If you affirm, you may omit the words "so help me God." See § 92.52, Fla. Stat.]

[Signature]

Signature

Sworn to and subscribed before me by means of ☒ physical presence or  
online notarization, this 12 day of December, 2022.

[Signature]

Signature of Officer Administering Oath or of Notary Public

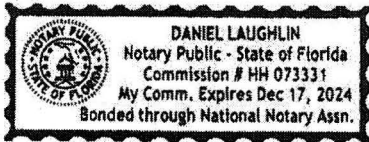
Daniel Laughlin

Print, Type, or Stamp Commissioned Name of Notary Public

Personally Known ☒ OR

Produced Identification ☐

Type of Identification Produced \_\_\_\_\_



## ACCEPTANCE

I accept the office listed in the above Oath of Office.

Mailing Address: ☒ Home ☐ Office

212 Saint Johns Drive

Street or Post Office Box

Saint Augustine, FL, 32092

City, State, Zip Code

Graham Leary

Print Name

[Signature]

Signature



**Subject:** Sampson Creek CDD - Oaths of Office  
**Date:** Wednesday, January 25, 2023 at 12:06:19 PM Eastern Standard Time  
**From:** Sarah Sweeting <ssweeting@gmsnf.com>  
**To:** Kimball, Chris D. <Chris.Kimball@dos.myflorida.com>, Sharyn Henning <shenning@gmssf.com>  
**Attachments:** PastedGraphic-3.pdf, 20230125115801531.pdf

Hi Chris,

I will be mailing you the original copies of the attached oaths.

Sharyn, please cut a \$10 check for each oath and mail it to the address below.

Please be sure to attach a copy of the oath to each check when mailing.

In the reference line of the check, please include the supervisor's name.

Chris Kimball  
Commission Issuance Section  
Division of Elections  
R.A. Gray Building, Room 316  
500 South Bronough Street  
Tallahassee, FL 32399-0250

Thank you,

**Sarah Sweeting**  
Governmental Management Services, LLC  
475 West Town Place, Suite 114  
St. Augustine, Florida 32092  
(904) 940-5850 x 402  
(904) 940-5899 Fax  
[ssweeting@gmsnf.com](mailto:ssweeting@gmsnf.com)

Robert Sevestre

513.49000 \$10.00

\*separate check\*

V#450

# OATH OF OFFICE

(Art. II, § 5(b), Fla. Const.)

STATE OF FLORIDA

County of St. Johns

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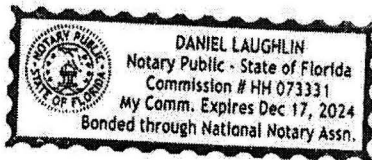
Supervisor, Sampson Creek Community Development District  
(Title of Office)

on which I am now about to enter, so help me God.

[NOTE: If you affirm, you may omit the words "so help me God." See § 92.52, Fla. Stat.]

Robert Sevestre  
Signature

Sworn to and subscribed before me by means of ☒ physical presence or  
online notarization, this 15 day of December, 2022.



Daniel Laughlin  
Signature of Officer Administering Oath or of Notary Public

Daniel Laughlin  
Print, Type, or Stamp Commissioned Name of Notary Public

Personally Known ☒ OR Produced Identification ☐

Type of Identification Produced \_\_\_\_\_

## ACCEPTANCE

I accept the office listed in the above Oath of Office.

Mailing Address: ☒ Home ☐ Office

1557 Drury Court  
Street or Post Office Box

St Augustine, FL 32092  
City, State, Zip Code

Robert Sevestre  
Print Name

Robert Sevestre  
Signature

**Subject:** Sampson Creek CDD - Oaths of Office  
**Date:** Wednesday, January 25, 2023 at 12:06:19 PM Eastern Standard Time  
**From:** Sarah Sweeting <ssweeting@gmsnf.com>  
**To:** Kimball, Chris D. <Chris.Kimball@dos.myflorida.com>, Sharyn Henning <shenning@gmssf.com>  
**Attachments:** PastedGraphic-3.pdf, 20230125115801531.pdf

Hi Chris,

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Please be sure to attach a copy of the oath to each check when mailing.  
In the reference line of the check, please include the supervisor's name.

Chris Kimball  
Commission Issuance Section  
Division of Elections  
R.A. Gray Building, Room 316  
500 South Bronough Street  
Tallahassee, FL 32399-0250

Thank you,

**Sarah Sweeting**  
Governmental Management Services, LLC  
475 West Town Place, Suite 114  
St. Augustine, Florida 32092  
(904) 940-5850 x 402  
(904) 940-5899 Fax  
[ssweeting@gmsnf.com](mailto:ssweeting@gmsnf.com)

Michael Yuro

\$13.49000 \$10.00

~~separate~~ check ~~\$~~

V# 450



# OATH OF OFFICE

(Art. II, § 5(b), Fla. Const.)

STATE OF FLORIDA

County of St. Johns

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Supervisor, Sampson Creek Community Development District

(Title of Office)

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[NOTE: If you affirm, you may omit the words "so help me God." See § 92.52, Fla. Stat.]

[Signature]  
Signature

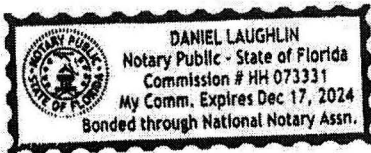
Sworn to and subscribed before me by means of ☒ physical presence or  
online notarization, this 15 day of December, 2022.

[Signature]  
Signature of Officer Administering Oath or of Notary Public

Daniel Laughlin  
Print, Type, or Stamp Commissioned Name of Notary Public

Personally Known ☒ OR Produced Identification ☐

Type of Identification Produced \_\_\_\_\_



## ACCEPTANCE

I accept the office listed in the above Oath of Office.

Mailing Address: ☒ Home ☐ Office

1001 MEADOW VIEW LANE  
Street or Post Office Box

ST. AUGUSTINE, FL 32092  
City, State, Zip Code

MICHAEL J. YURO  
Print Name

[Signature]  
Signature



## Above and Beyond

6684 Columbia Park Drive South, Suite 6  
Jacksonville, Florida 32258

CGC 1507386 | CCC 1329195

(904) 503-4164

galaxyfla.com

**Bill To:**

St Johns Golf LLC  
Attn: Marc Rousseau  
12700 Sunrise Valley Drive Ste 300  
Reston, VA 20191-5807

**Invoice Date:** 1/25/2023

**Invoice No.** 2571

**Due Date:** 1/25/2023

**Project Address:**

205 St Johns Golf Drive  
St Augustine, Fla 32092

Services Provided	Amount
Install an Owens Corning Shingles Roof System on Pool Slide Only - Final Payment (50%)	3,104.97
Additional Materials Used - 3 Sheets of OSB	315.00
<i>205 St Johns. 2LS</i>	

*We truly appreciate and value your business! Please feel free to contact our office if you have any questions or concerns.*

Total	<b>\$3,419.97</b>
Payments/Credits	<b>\$0.00</b>
<b>Balance Due</b>	<b><u>\$3,419.97</u></b>



**Subject:** Fwd: Final Payment is Due  
**Date:** Wednesday, January 25, 2023 at 9:52:21 AM Eastern Standard Time  
**From:** Marc Rousseau <mrousseau@rmsnf.com>  
**To:** Sharyn Henning <shenning@gmssf.com>  
**CC:** Daniel Laughlin <dlaughlin@gmsnf.com>  
**Attachments:** Inv\_2571\_from\_Galaxy\_Builders\_Inc.\_13388.pdf

Good Morning Sharyn,

I am forwarding the final **invoice #2571** for the amount of **\$3,419.97** for the installation and completion of the slide tower roof at Sampson Creek. The additional amount of **\$315.00** is for 3 sheets of plywood decking that needed to be replaced.

Please use cost code:

001 320 57200 54502 Repairs/Replacements – Amenity

Feel free to reach out if you have any questions.

**Marc J. Rousseau**

Operations Manager

904-803-2763

Sampson Creek @ St. John's Golf & CC

219 St. John's Golf Drive

St. Augustine, FL 32092

----- Forwarded message -----

From: <barbara@galaxyfla.com>

Date: Wed, Jan 25, 2023 at 8:09 AM

Subject: Final Payment is Due

To: <mrousseau@rmsnf.com>

Cc: Mike Rooff <mrooff@galaxyfla.com>

**Galaxy Builders, Inc.**

**Invoice** Due: 01/25/2023  
2571

Amount Due: **\$3,419.97**

Attached you'll find Invoice No. 2571 for \$3,419.97. Payment is due 01/25/2023.

Two ways to pay your Invoice:

1. Select the "View & Pay Invoice" link below to process an ACH payment; or
2. Select this [link](#) to process a card payment.



**Subject:** FW: Top scrub Aerobic room floor

**Date:** Friday, December 30, 2022 at 10:04:00 AM Eastern Standard Time

**From:** Leah Tincher <sjgccmanager@rmsnf.com>

**To:** Sharyn Henning <shenning@gmssf.com>

Code:320.57200.45300 Janitorial Maintenance

Thanks,

**Leah Tincher**  
**Amenity Manager**  
**St Johns Golf & Country Club**

*Voided, please  
re-issue*

**From:** Darryl Hall

**Sent:** Wednesday, December 28, 2022 10:30 AM

**To:** sjgccmanager@rmsnf.com

**Subject:** Top scrub Aerobic room floor

*572.45300*

Date  
12/28/22

Invoice #  
0012280022

Darryl Hall  
168 Prince Phillip Dr.  
St. Augustine, FL 32092

Bill To

Leah Tincher  
Sampson Creek C.D.D.  
2199 St. Johns Golf Dr.  
St. Augustine, FL 32092

Description	Terms	Amount
Top scrub aerobic room floor	Due upon receipt	\$150.00

Thank you,

Darryl Hall



21 West Church Street, Jacksonville, FL 32202-3139  
Phone: 904.665.6000 • Fax: 904.665.7990 • Internet: jea.com

Customer Name: SAMPSON CREEK COMMUNITY

Account #: 8274324200

Cycle: 15

Bill Date: 01/18/23

**TOTAL SUMMARY OF CHARGES**

Irrigation .....	\$	456.63
Sewer .....		76.24
Water .....		493.86

(A complete breakdown of charges can be found on the following pages.)

Total New Charges: ..... \$ 1,026.73



Please pay immediately to restore service or avoid service interruptions. Please disregard if your payment or other arrangements have been made.



Energy Star commercial dishwashers are 10 percent more water-efficient than standard models.

541.43100.

JAN 23 2023

A late payment fee will be assessed for unpaid balance.

Previous Balance	Payment(s) Received	Balance Before New Charges	New Charges	Please Pay
\$1,008.49	\$0.00	\$1,008.49	\$1,026.73	\$2,035.22

**WE APPRECIATE  
YOUR BUSINESS**

PLEASE DETACH AND RETURN PAYMENT STUB BELOW WITH TOTAL DUE IN ENVELOPE PROVIDED.

Additional information on reverse side. →



Add \$\_\_\_\_\_ to my monthly bill: \$\_\_\_\_\_ for Neighbor to Neighbor and/or \$\_\_\_\_\_ for the Prosperity Scholarship Fund. I will notify JEA when I no longer wish to contribute.



Check here for telephone/mail address correction and fill in on reverse side.

Acct#: 8274324200	Bill Date: 01/18/23	Please pay the full account balance immediately.			
Previous Balance	Payment(s) Received	Balance Before New Charges	New Charges	Please Pay	TOTAL AMOUNT PAID
\$1,008.49	\$0.00	\$1,008.49	\$1,026.73	\$2,035.22	

# 0000188

I=10010000



188 1 MB 0.512  
SAMPSON CREEK COMMUNITY  
DEVELOPMENT DISTRICT  
5385 N NOB HILL RD  
SUNRISE FL 33351-4761



\*\* JEA \*\*

PO BOX 45047  
JACKSONVILLE FL 32232-5047

126282743242000000000000004000203522010100000001500017





## BILLING AND PAYMENT OPTIONS

JEA offers a number of convenient billing and payment options. You can pay online, by phone, by mail, in person or automatically using your bank account. And you can go paperless by receiving your bill by email, which is easy for you and good for the environment.

**eBill:** Receive, view, and pay your bill online. JEA ebill is one of our most convenient ways to receive, view and pay your bill.

**MyBudget:** With MyBudget, your bill is based on a rolling 12-month average. This prevents drastic changes in your bill month to month, even in the coldest or hottest months when you use more.

**Auto-Pay:** Our Automatic Bill Payment service ensures your JEA bill is paid automatically. You still receive a bill, but Automatic Bill Pay deducts the amount you owe from your bank account on your due date. Once set up, you don't have to do a thing.

**Pay Online:** When you pay your JEA bill on [jea.com](http://jea.com), your payment is credited to your account immediately. It is free to pay using your checking or savings account. Pay by debit or credit card—convenience fees charged by card payment vendor: Payments up to \$500: \$2.20, \$500.01–\$1,000: \$4.40, \$1,000.01 – \$10,000: \$9.95.

**Pay Through Your Bank:** Use your bank's bill payer system to pay JEA electronically. Provide your JEA account information to your bank and enter the date and amount to pay each month.

**Pay by Phone:** Call 665-6000 to pay your JEA bill using our automated phone system 24 hours a day. Your payment will be credited to your account immediately.

It is free to pay using your checking or savings account. Pay by debit or credit card—convenience fees charged by card payment vendor: Payments up to \$500: \$2.20, \$500.01–\$1,000: \$4.40, \$1,000.01–\$10,000: \$9.95.

**Pay by Mail:** Please write your account number on your check or money order. Please include the payment stub with your payment and mail to P.O. Box 45047, Jacksonville, FL 32232-5047. Make checks payable to JEA.

**Pay in Person:** JEA payments are accepted at the JEA Downtown Customer Center, Winn-Dixie stores, Duval County Tax Collector offices and over 140 JEA authorized payment-only locations. Find locations at [JEA.com/paymentlocations](http://JEA.com/paymentlocations). Be sure to take a copy of your JEA bill when you go. **The JEA Downtown Customer Center, 43 W. Church Street, is open 8:00 a.m.–5:00 p.m. Monday through Friday except holidays. Closed Saturday.**

**When you provide a check** as payment, you authorize us either to use information from your check to make a one-time electronic fund transfer from your account or to process the payment as a check transaction.

**Request an Extension:** We understand that sometimes things happen and you need a little more time to pay your bill. You can apply for an extension online at [jea.com](http://jea.com). Also, residential customers can call 665-6000; commercial customers can call 665-6250. Our self-serve system will let you know if you qualify and give you a new due date.

**Need Help Paying Your Bill?** United Way maintains a computerized database of programs that may be able to assist you in paying your utility bill. For assistance with your utility bill, dial 2-1-1 or 632-0600.

## STATEMENT INFORMATION

**APPLICATION AND CONTRACT FOR SERVICE—**Customers may review terms and conditions of service and policies on [jea.com](http://jea.com), or may call, write or e-mail JEA to request a copy. Requesting of utility service and JEA's acceptance to provide utility service, including the rendering of a bill, constitutes a binding contractual agreement between JEA and the customer, including each financially responsible person or entity as defined by applicable State, City and Utility regulations and policies, whether or not service is listed in that individual's name.

Please review your billing statement. Should you suspect a billing or payment error, please notify us immediately at 665-6000. **Commercial customers can call us at 665-6250.** You have 90 days from the statement date to request a JEA review for correction or credit.

**Customer Charge** is a fixed monthly charge to maintain an account for a customer, including metering, billing and account administration.

**Energy Charge** pays for the cost of the electric infrastructure, contribution to the City of Jacksonville and to generate and deliver the electricity you use, excluding the cost of fuel.

**Fuel Cost** is determined by the Adjustable Fuel Rate, which may go up or down based on the cost of fuels JEA uses to generate electricity. A portion of the fuel charge is exempt from the Public Service Tax.

**Water/Sewer Service Availability Charge** is a fixed monthly charge that covers a portion of the water/sewer infrastructure and the cost to maintain an account for a customer, including metering, billing and account administration.

**Conservation Charge** applies only if you use more than 2,750 kWh during a billing period. If this occurs, you will be charged an additional \$.01 per kWh over 2,750 kWh to encourage conservation. Average home usage is 1,000 kWh per month.

**Environmental Charge** provides funding for environmental and regulatory programs.

**Water Consumption/Sewer Usage Tiers** are based on the amount of water you use. Typical household usage is 6 kgals or less.

**Fees and Taxes** are government transfers paid to city or state governments.

**kgal:** 1,000 gallons

**cf:** Cubic foot of water which equals 7.48 gallons of water

**kWh:** Kilowatt-hour is a measure of electrical energy. One kWh is the equivalent of using 1,000 watts for one hour. For example, if you use a 100 watt light bulb for 720 hours (i.e. for 30 days straight), you will have used 72 kWh.

## ADDRESS CORRECTION

Account #

Tel:

Address:

City:

State:

Zip Code:

E-mail:





21 West Church Street, Jacksonville, FL 32202-3139  
Phone: 904.665.6000 • Fax: 904.665.7990 • Internet: jea.com

## SERVICE DETAILS

<b>Account Name:</b>	<b>Account #:</b>	<b>Bill Date:</b>	<b>Cycle:</b>
SAMPSON CREEK COMMUNITY	8274324200	01/18/23	15

Service Address:	Serv Type:	Current Chgs:	Service Point:	Service Period:	Bill Rate:
1054 EAGLE POINT DR	I	18.90	Irrigation 1 - Commercial	12/09/22 - 01/11/23	Commercial Irrigation Service
<b>Detail</b> Basic Monthly Charge		18.90	<b>Meter Nbr</b>	<b>Current Reading</b>	<b>Consumption Days Billed Reading Type</b>
<b>Charges:</b>			74457419	487	0 GAL 33 Regular
1148 STONEHEDGE TRAIL LN APT 1	I	50.55	Irrigation 1 - Commercial	12/08/22 - 01/10/23	Commercial Irrigation Service
<b>Detail</b> Basic Monthly Charge		31.50	<b>Meter Nbr</b>	<b>Current Reading</b>	<b>Consumption Days Billed Reading Type</b>
<b>Charges:</b> Tier 1 Consumption (1-14 kgal @ \$3.44)		17.20	64314540	4052	5000 GAL 33 Regular
Environmental Charge		1.85			
1401 CRESTED HERON CT	I	168.30	Irrigation 1 - Commercial	12/09/22 - 01/11/23	Commercial Irrigation Service
<b>Detail</b> Basic Monthly Charge		63.00	<b>Meter Nbr</b>	<b>Current Reading</b>	<b>Consumption Days Billed Reading Type</b>
<b>Charges:</b> Tier 1 Consumption (1-14 kgal @ \$3.44)		48.17	62253178	8517	26000 GAL 33 Regular
Tier 2 Consumption (> 14 kgal @ \$3.96)		47.51			
Environmental Charge		9.62			
219 SAINT JOHNS GOLF DR	S	38.12	Commercial - Water/Sewer	12/12/22 - 01/12/23	Commercial Sewer Service
<b>Detail</b> Basic Monthly Charge		31.73	<b>Meter Nbr</b>	<b>Current Reading</b>	<b>Consumption Days Billed Reading Type</b>
<b>Charges:</b> Sewer Usage Charge		6.02	60873506	1913	1000 GAL 31 Regular
Environmental Charge		0.37			
219 SAINT JOHNS GOLF DR	W	452.34	Swimming Pool - Water	12/12/22 - 01/12/23	Commercial Water Service
<b>Detail</b> Basic Monthly Charge		100.80	<b>Meter Nbr</b>	<b>Current Reading</b>	<b>Consumption Days Billed Reading Type</b>
<b>Charges:</b> Water Consumption Charge		281.61	74759589	20106	189000 GAL 31 Regular
Environmental Charge		69.93			
219 SAINT JOHNS GOLF DR	W	20.76	Commercial - Water/Sewer	12/12/22 - 01/12/23	Commercial Water Service
<b>Detail</b> Basic Monthly Charge		18.90	<b>Meter Nbr</b>	<b>Current Reading</b>	<b>Consumption Days Billed Reading Type</b>
<b>Charges:</b> Water Consumption Charge		1.49	60873506	1913	1000 GAL 31 Regular
Environmental Charge		0.37			
219 SAINT JOHNS GOLF DR APT 1	S	38.12	Commercial - Water/Sewer	12/09/22 - 01/11/23	Commercial Sewer Service
<b>Detail</b> Basic Monthly Charge		31.73	<b>Meter Nbr</b>	<b>Current Reading</b>	<b>Consumption Days Billed Reading Type</b>
<b>Charges:</b> Sewer Usage Charge		6.02	86955411	60	1000 GAL 33 Regular
Environmental Charge		0.37			



Service Address:			Serv Type:	Current Chgs:	Service Point:	Service Period:	Bill Rate:		
219 SAINT JOHNS GOLF DR APT 1			W	20.76	Commercial - Water/Sewer	12/09/22 - 01/11/23	Commercial Water Service		
Detail	Basic Monthly Charge			18.90	Meter Nbr	Current Reading	Consumption	Days Billed	Reading Type
Charges:	Water Consumption Charge			1.49	86955411	60	1000 GAL	33	Regular
	Environmental Charge			0.37					
380 SAINT JOHNS GOLF DR			I	34.14	Irrigation 1 - Commercial	12/09/22 - 01/11/23	Commercial Irrigation Service		
Detail	Basic Monthly Charge			18.90	Meter Nbr	Current Reading	Consumption	Days Billed	Reading Type
Charges:	Tier 1 Consumption (1-14 kgal @ \$3.44)			13.76	67063459	1287	4000 GAL	33	Regular
	Environmental Charge			1.48					
825 HAMPTON CROSSING WAY			I	27.81	Irrigation 1 - Residential	12/09/22 - 01/11/23	Residential Irrigation Service		
Detail	Basic Monthly Charge			18.90	Meter Nbr	Current Reading	Consumption	Days Billed	Reading Type
Charges:	Tier 1 Consumption (1-14 kgal @ \$2.60)			7.80	83711246	270	3000 GAL	33	Regular
	Environmental Charge			1.11					
884 EAGLE POINT DR APT 1			I	61.98	Irrigation 1 - Commercial	12/09/22 - 01/11/23	Commercial Irrigation Service		
Detail	Basic Monthly Charge			31.50	Meter Nbr	Current Reading	Consumption	Days Billed	Reading Type
Charges:	Tier 1 Consumption (1-14 kgal @ \$3.44)			27.52	83715860	252	8000 GAL	33	Regular
	Environmental Charge			2.96					
885 EAGLE POINT DR			I	45.57	Irrigation 1 - Commercial	12/09/22 - 01/11/23	Commercial Irrigation Service		
Detail	Basic Monthly Charge			18.90	Meter Nbr	Current Reading	Consumption	Days Billed	Reading Type
Charges:	Tier 1 Consumption (1-14 kgal @ \$3.44)			24.08	64513670	6643	7000 GAL	33	Regular
	Environmental Charge			2.59					
982 EAGLE POINT DR			I	49.38	Irrigation 1 - Commercial	12/09/22 - 01/11/23	Commercial Irrigation Service		
Detail	Basic Monthly Charge			18.90	Meter Nbr	Current Reading	Consumption	Days Billed	Reading Type
Charges:	Tier 1 Consumption (1-14 kgal @ \$3.44)			27.52	82580203	414	8000 GAL	33	Regular
	Environmental Charge			2.96					



Riverside Management Services, Inc  
9655 Florida Mining Blvd. W.  
Building 300, Suite 305  
Jacksonville, FL 32257

# Invoice

Invoice #: 368  
Invoice Date: 1/12/2023  
Due Date: 1/12/2023  
Case:  
P.O. Number:

Bill To:  
Sampson Creek CDD  
475 West Town Place  
Suite 114  
St. Augustine, FL 32092

Description	Hours/Qty	Rate	Amount
Facility Maintenance December 1 - December 31, 2022		1,726.28	1,726.28
Maintenance Supplies		242.28	242.28
Repairs + Maint. \$840 <sup>00</sup> 1.320.57200.54500			
Amenity Repairs + Replace \$803.56 1.320.57200.54502			
Tennis Ct. Maint. \$325 <sup>00</sup> 1.320.57200.54503			

*Marc J. J.*  
*Jerry Lambert*  
1-13-23

Total	\$1,968.56
Payments/Credits	\$0.00
Balance Due	\$1,968.56



**SAMPSON CREEK COMMUNITY DEVELOPMENT DISTRICT  
MAINTENANCE BILLABLE HOURS  
FOR THE MONTH OF DECEMBER 2022**

<u>Date</u>	<u>Hours</u>	<u>Employee</u>	<u>Description</u>
12/2/22	8	J.S.	Replaced ripped net on basketball court, worked on two sections of fencing back around the pool area that were removed due to tree removal and stump grinding, changed out lightbulbs around fitness room, replaced toilet paper dispenser and repaired wall in men's bathroom, replaced GFI outlets in light pole at front entrance and parking lot area, blew leaves and debris off tennis courts, basketball courts, walkways, picnic area, playground area and inside playground area, removed debris around tennis courts, basketball courts, soccer field, playground area, picnic area, parking lot and roadways, checked and changed all trash receptacles
12/5/22	8	J.S.	Changed batteries on thermostat in fitness room, picked up and stacked all of concrete crews garbage and put by tennis court four, straightened and organized all pool deck furniture, sprayed for wasps around slide and pool area, organized the large storage closet and disposed of unnecessary garbage and miscellaneous items, blew leaves and debris off tennis courts, walkways, playground area and picnic area, removed debris around basketball courts, soccer field, tennis courts, playground area, picnic area, pool area, parking lot and roadways, checked and changed all trash receptacles
12/9/22	8	J.S.	Installed Sani-Wipe dispensers in gym, patched holes in wall from where dispenser was removed from, put ant killer down along Leo Maguire, removed one broken flood light from exterior of fitness center, blew leaves and debris off tennis courts three and four, playground area, picnic area and pool deck, removed debris around basketball courts, soccer field, tennis courts, pool area, playground, picnic area, roadways and parking lot, checked and changed all trash receptacles
12/12/22	8	J.S.	Removed broken tire swing from playground, remounted irrigation timer panel in large storage closet, put ant killer down along Leo Maguire, replaced three light bulb sets around pool area and outside maintenance closet, blew leaves and debris off tennis courts, walkways, playground area and picnic area, removed debris around soccer field, basketball courts, tennis courts, roadways, picnic area, playground area and parking lot, checked and changed all trash receptacles
12/16/22	5	J.S.	Replaced five lights in fitness center, put all furniture and equipment away in social room from CDD meeting, blew leaves and debris off tennis courts, walkways, playground area and picnic area, removed debris around tennis courts, basketball courts, soccer field, picnic area, playground area, roadways and parking lot, checked and changed all trash receptacles
12/19/22	8	J.S.	Installed AED signs in fitness center and office hallway, removed old AED unit in men's room, patched holes and painted, replaced light bulb in fitness center, safety check of all playground equipment, replaced defective bottle sensor in water fountain, removed old caulking and re-caulked the sink in women's bathroom, removed debris around basketball courts, soccer field, roadways, pool area, picnic area, playground area and parking lot, checked and changed all trash receptacles, blew leaves and debris off tennis courts, walkways, pool area, playground area and picnic area
12/23/22	1	P.S.	Blew leaves and debris off tennis courts, playground and walkways around amenities center
12/30/22	2	P.S.	Blew leaves and debris off tennis courts, playground area, walkways and basketball courts, checked and changed all trash receptacles, removed debris from roadways

**TOTAL**      48

**MILES**      104

\*Mileage is reimbursable per section 112.061 Florida Statutes Mileage Rate 2009-0.445

## Period Ending 1/05/23

DATE

**PRICE**

EMPLOYEE

## SAMPSON CREEK

12/13/22	4 pack LED Light Bulbs
12/13/22	2 pack LED Flood Lights
12/13/22	Turbo Tire Swing
12/19/22	16W 4' LED Light Bulbs 2pk
12/21/22	Water Refill (4)

12.47	M.R.
14.85	M.R.
138.26	M.R.
26.74	M.R.
49.96	M.R.

TOTAL	\$242.28
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**How doers  
get more done™**

230 DUBBIN PAVILION DRIVE  
ST. JOHNS, FL 32259 (904)417-4600

1324 00052 73040 12/13/22 01:21 PM  
SALE CASHIER HILLARY

192968100172 ESA19DLCFIL4 <A> 12.47N  
ECS 7W(60W) A19 DL DIM ES CLR LED 4P  
6972527310204 ES90BR4DL2PK <A> 14.85N  
ECS (90W) BR40 DL 2PK DIM

SUBTOTAL 27.32  
TAX + PIF 0.00

TAX EXEMPT  
TOTAL \$27.32

XXXXXXXXXXXX9269 HOME DEPOT  
USD\$ 27.32

AUTH CODE 013232/0522749 TA

GOVERNMENTAL MANAGEME  
ROUSSEAU MARC  
Chip Read  
AID A0000000049999D8400305 THD FLCC PROX

**PRO XTRA MEMBER STATEMENT**

PRO XTRA ###-###-1246 SUMMARY

2022 PRO XTRA SPEND 12/12: \$71,608.63  
INCLUDES:  
2022 PROXTRA SAVINGS 12/12: \$1,526.34

Get the CREDIT LINE your business needs  
PLUS earn Perks 4X FASTER when you join  
Pro Xtra, register, & use your Pro Xtra  
Credit Card. Apply and SAVE UP TO \$100.  
Learn more at homedepot.com/credit

1324 12/13/22 01:21 PM



1324 52 73040 12/13/2022 0167

**PIF NOTICE**

THE TAX ON YOUR RECEIPT CONTAINS A 0.50%  
PUBLIC INFRASTRUCTURE FEE, PAYABLE TO  
THE DPI COMMUNITY DEVELOPMENT DISTRICT.  
THE FEE IS COLLECTED AND USED TO FINANCE  
PUBLIC IMPROVEMENTS IN THE DISTRICT.  
THIS FEE IS NOT A TAX AND IS CHARGED IN  
ADDITION TO SALES TAX. THIS FEE BECOMES  
PART OF THE SALES PRICE AND IS SUBJECT  
TO SALES TAX.

**RETURN POLICY DEFINITIONS**

POLICY ID	DAYS	POLICY EXPIRES ON
A	11	365 12/13/2023

\*\*\*\*\*

**DID WE NAIL IT?**

Take a short survey for a chance to WIN  
A \$5,000 HOME DEPOT GIFT CARD

Opine en español

[www.homedepot.com/survey](http://www.homedepot.com/survey)

User ID: H8B 147693 146421  
PASSWORD: 22613 146369

Entries must be completed within 14 days  
of purchase. Entrants must be 18 or  
older to enter. See complete rules on  
website. No purchase necessary.





# Pick Up Confirmation

12/19/2022, 10:42 AM EST

Store # 1324

Released by DBOP1NY

Store Phone # (904) 417-4600

Location 230 DURBIN PAVILION DR, SAINT JOHNS, FL 32259

## Customer Information

Marc Rousseau 5385 North Nob Hill Rd  
(904) 803-2763 SUNRISE, FL 33351  
mrousseau@rmsnf.com



Order # WB33234493

Order Date 12/13/2022



## Will Call

Alternate Pickup Person  
Marc Rousseau

Pickup Location  
The Home Depot #1324

Item Description	SKU #	Qty Remaining	Previously Released	Qty Released
01 Blue 360 Turbo Tire Swing	1001505727	0	0	1

\$138.26

/

each

1

\$138.26



Marc Rousseau

SAMPSON CREEK CDD

(904) 803-2763

mrousseau@rmsnf.com

BILLING ADDRESS

5385 North Nob Hill Rd

Sunrise, FL 33351

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Original Subtotal	\$138.26
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Tax	-
-----	---

<b>Order Total (1 item)</b>	<b>\$138.26</b>
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[View Payment History](#)

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ORIGINAL PAYMENT METHOD

HDCC ***** 9269	\$138.26
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How doers  
get more done.

230 DURBIN PAVILION DRIVE  
ST. JOHNS, FL 32259 (904)417-4600

1324 00020 19115 12/19/22 10:42 AM  
SALE CASHIER LORI

046677539153 PLCT8UNIVCW <A> 24.98  
PLC 16W 4FT 18 LED UNIVERSAL CW 2PK

SUBTOTAL 24.98  
TAX + PIF 1.76  
TOTAL \$26.74

XXXXXXXXXXXX9269 HOME DEPOT  
AUTH CODE 019828/4201985 USD\$ 26.74  
TA

GOVERNMENTAL MANAGEME  
ROUSSEAU MARC  
Chip Read  
AID A000000004999908400305 IHD PLCC PROX

PRO XTRA MEMBER STATEMENT

PRO XTRA ###-###-1246 SUMMARY

2022 PRO XTRA SPEND 12/18: \$72,344.31  
INCLUDES:  
2022 PROXTRA SAVINGS 12/18: \$1,526.94

Get the CREDIT LINE your business needs  
PLUS earn Perks 4X FASTER when you join  
Pro Xtra, register, & use your Pro Xtra  
Credit Card. Apply and SAVE UP TO \$100.  
Learn more at [homedepot.com/credit](https://www.homedepot.com/credit)

1324 12/19/22 10:42 AM



1324 20 19115 12/19/2022 5744

PIF NOTICE

THE TAX ON YOUR RECEIPT CONTAINS A 0.50%  
PUBLIC INFRASTRUCTURE FEE, PAYABLE TO  
THE DPI COMMUNITY DEVELOPMENT DISTRICT.  
THE FEE IS COLLECTED AND USED TO FINANCE  
PUBLIC IMPROVEMENTS IN THE DISTRICT.  
THIS FEE IS NOT A TAX AND IS CHARGED IN  
ADDITION TO SALES TAX. THIS FEE BECOMES  
PART OF THE SALES PRICE AND IS SUBJECT  
TO SALES TAX.

RETURN POLICY DEFINITIONS

POLICY ID	DAYS	POLICY EXPIRES ON
A	11	365 12/19/2023

\*\*\*\*\*

DID WE NAIL IT?

Take a short survey for a chance TO WIN  
A \$5,000 HOME DEPOT GIFT CARD

Opine en español

[www.homedepot.com/survey](https://www.homedepot.com/survey)

User ID: W00 39843 38539  
PASSWORD: 22619 38519

Entries must be completed within 14 days  
of purchase. Entrants must be 18 or  
older to enter. See complete rules on  
website. No purchase necessary.



# Winn-Dixie

*It's a Winn Win.*

2220 COUNTY RD 210 W STE 200, JACKSONVILLE, FL  
Store: (904) 823-2122 Pharmacy (904) 823-2171  
12/21/22 10:46am 0002 092 25  
Store Manager: ALMA  
Your Cashier: ACM LANE\_092



44221221000209200000092002500000

	Qty	Item	Reg	You Pay
	4	Primo Purified Wtr	\$49.96	\$49.96 F

Total number of items sold = 4

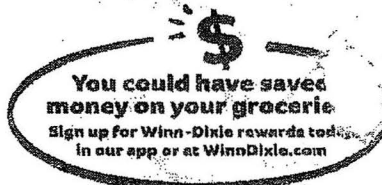
Subtotal	\$49.96
Tax	\$0.00
Total due	\$49.96
Mastercard total	\$49.96

MASTERCARD \*\*\*\*\*2256

APPROVAL CODE 03474J SEQ #: 925057

AID A0000000041010

Change	\$0.00
--------	--------



## Savings summary

rewards savings	Coupon savings	Total savings
\$0	\$0	\$0

Thank you for shopping your local Winn-Dixie!

# JOB WORK ORDER

NAME De Sommers Date of Order DEC 2, 2022  
 Job Location SC Total Miles 26 Total Labor Time 8

## Description of Work

- \* Blew off Tennis courts, Basketball courts, walkways, picnic area, play ground area, and Inside playground area.
- \* Picked up trash around Tennis courts, Basketball courts, soccer field, play ground area, picnic area, and parking lot.
- \* Change out ripped Net on Basketball court.
- \* Help move out 2 sections of fencing back around the pool area.
- \* Change out lightbulbs around Gym.

## Equipment Used

## Mileage Tracking

	Start	End	Number of Miles
Small Trailer			
Large Trailer	RMS	SC	13
John Deere Gator	SC	RMS	13
Additional Equipment:			

# JOB WORK ORDER

NAME Date Contigue Date of Order 12-2-22  
 Job Location  Total Miles  Total Labor Time

## Description of Work

- \* Replace toilet paper dispenser and repaired wall in mens room.
- \* Replace GFI outlets in lightpole at front Entrance and parking area.

## Equipment Used

## Mileage Tracking

	Start	End	Number of Miles
Small Trailer			
Large Trailer			
John Deere Gator			
Additional Equipment:			





# JOB WORK ORDER

NAME Joe Sommers Date of Order 12-9-22  
 Job Location SC Total Miles 26 Total Labor Time 8

## Description of Work

- \* Blew off Tennis courts 3 and 4, playground area, picnic area, and pool deck.
- \* Picked up around Basketball courts, soccer field, Tennis courts, pool area, playground, picnic area, roadways, and parking lot.
- \* Change trash receptacles as needed.
- \* Installed wipe Dispenser in Gym.
- \* Put Ant Killer down along Leo Mequice.
- \* Took down 1 Flood light from <sup>exterior</sup> corner of Gym.
- \* Patched holes in wall where dispenser was removed from.

Equipment Used	Mileage Tracking		
Small Trailer	Start	End	Number of Miles
Large Trailer	RMS	SC	13
John Deere Gator	SC	RMS	13
Additional Equipment:			

*[Signature]*

# JOB WORK ORDER

NAME Joe Sommers Date of Order 12-12-22  
 Job Location SC Total Miles 26 Total Labor Time 8

## Description of Work

- \* changed trash receptacles
- \* Blew off Tennis courts, walkways, playground area, and picnic area.
- \* Picked up trash around soccer field, Basketball courts, Tennis courts, roadway, picnic area, playground area, and parking lot.
- \* Removed broken <sup>fire</sup> swing from playground
- \* <sup>RE</sup> Mounted Irrigation Panel in closet.
- \* Put Ant Killer down Leo Mequice.
- \* Installed 3 LED flood lights around Gym.
- \* Replaced 3 light bulbs <sup>around</sup> pool area and out side maintenance closet.

Equipment Used	Mileage Tracking		
Small Trailer	Start	End	Number of Miles
Large Trailer	RMS	SC	13
John Deere Gator	SC	RMS	13
Additional Equipment:			

*[Signature]*

# JOB WORK ORDER

NAME <i>Joe Summers</i>		Date of Order <i>12-16-22</i>
Job Location <i>SC</i>	Total Miles <i>26</i>	Total Labor Time <i>5</i>

## Description of Work

- \* Blew off Tennis courts, walkways, playground area, and picnic area.
- \* Replaced 5 Lights in Gym area.
- \* Picked up trash around tennis courts, Basketball courts, soccer field, picnic area, playground area, roadways and parking lot.
- \* Put away equipment from CDD meeting.

## Equipment Used

## Mileage Tracking

	Start	End	Number of Miles
Small Trailer			
Large Trailer	<i>RMS</i>	<i>SC</i>	<i>13</i>
John Deere Gator	<i>SC</i>	<i>RMS</i>	<i>13</i>
Additional Equipment:			

*M.A. J. [Signature]*

⑥

# JOB WORK ORDER

NAME <i>Joe Summers</i>		Date of Order <i>12-19-22</i>
Job Location <i>SC</i>	Total Miles <i>26</i>	Total Labor Time <i>8</i>

## Description of Work

- \* ADD ACAC/keel to sink in wavers bath
- \* Picked up trash around Basketball courts, soccer field, road ways, pool area, picnic area, playground area, and parking lot.
- \* Blew off Tennis courts, walkways, pool area, playground area, and picnic area.
- \* Installed AED sign outside office door.
- \* Patch holes in mess bottom and repainted it.
- \* replace 1 light bulb in Gym area.
- \* Safety check of wooden playground.
- \* Changed out bottle sensor on water fountain.

## Equipment Used

## Mileage Tracking

	Start	End	Number of Miles
Small Trailer			
Large Trailer	<i>RMS</i>	<i>SC</i>	<i>13</i>
John Deere Gator	<i>SC</i>	<i>RMS</i>	<i>13</i>
Additional Equipment:			

*M.A. J. [Signature]*

⑥



JOB WORK ORDER			
NAME <u>Paul Stratton</u>		Date of Order <u>12-23-22</u>	
Job Location <u>St Johns Golf</u>	Total Miles <u>12</u>	Total Labor Time <u>1 hr</u>	
<b>Description of Work</b>			
- blew off tennis courts, playground and walkway around amenities center			
<b>Equipment Used</b>		<b>Mileage Tracking</b>	
Small Trailer	Start	End	Number of Miles
Large Trailer	<u>RMS</u>	<u>St Johns</u>	<u>12</u>
John Deere Gator			
<b>Additional Equipment:</b>			

JOB WORK ORDER			
NAME <u>Paul Stratton</u>		Date of Order <u>12-30-22</u>	
Job Location <u>St. Johns Golf</u>	Total Miles <u>12</u>	Total Labor Time <u>2</u>	
<b>Description of Work</b>			
- blew off tennis courts, playground area, walkways + basketball courts.			
- checked trash			
- gathered trash from roadways			
<b>Equipment Used</b>		<b>Mileage Tracking</b>	
Small Trailer	Start	End	Number of Miles
Large Trailer	<u>RMS</u>	<u>St Johns</u>	<u>12</u>
John Deere Gator	<del>_____</del>	<del>_____</del>	<del>_____</del>
<b>Additional Equipment:</b>			





Southeast Fitness Repair  
14476 Duval Place West #208  
Jacksonville, FL 32218  
(904) 683-1439

Created on: 1/12/2023

Account #101024  
St. Johns Golf & Country Club

## Estimate

### Service Location Information

<b>Account</b>	[101024] St. Johns Golf & Country Club	<b>Service Contact</b>	Leah Tincher
<b>Service Address</b>	219 Saint Johns Golf Dr St Augustine, FL 32092-1053		

### Service Information

Services	Qty	Rate	Price
<b>Repair - Parts at Shop</b>	1.00 hour	\$70.00 / hour	\$70.00
LF TM SN: HHT302284 Replace: Estop			
— Product: Travel <60 miles	1.00 Ea	\$90.00 / Ea	\$90.00
— Product: Shipping Shipping is an estimate	1.00 Ea	\$30.00 / Ea	\$30.00
— Product: LF - TM - HHT - Cable Assy: Emergency Stop, Switch Assy - AK58-00036-0000 TM - HHT - Cable Assy: Emergency Stop, Switch Assy - AK58-00036-0000	1.00 Ea	\$86.14 / Ea	\$86.14
— Product: LF - TM - HHT - CABLE: E-STOP - 1004230-0001	1.00 Ea	\$6.00 / Ea	\$6.00
— Product: LF - TM - HHT - Assembly: Tether - 1002224-0000 TM Assembly: Tether (Estop)- 1002224-0000	1.00 Ea	\$46.50 / Ea	\$46.50
<b>Repair - Parts at Shop</b>	1 visit	\$0.00 / visit	\$0.00
Core Instinct Lat Pull Down-Vertical Row Model: NL-D3340 SN: NLD3340-L21071025 Replace: Seat ADJ Handle			
— Product: Core - STR - ASSY, EXTENSION, ADJ HANDLE - 730-0930	1.00 Ea	\$17.96 / Ea	\$17.96
— Product: Core - STR - ASSY, ADJ HANDLE END, SLEEVE - 730-0935	1.00 Ea	\$1.90 / Ea	\$1.90
— Product: Core - STR - ADJ, HANDLE, COMPRESSION - 730-0911	1.00 Ea	\$0.76 / Ea	\$0.76

— Product: Core - STR - WASHER, M8, BELLEVILLE, SS - 730-0910	1.00 Ea	\$0.52 / Ea	\$0.52
— Product: Core - STR - NUT, M8, NYLON PATCH, SS - 730-1103	1.00 Ea	\$0.64 / Ea	\$0.64
— Product: core - STR - SCREW, M8X55, SHS, SS - 730-0892	1.00 Ea	\$1.12 / Ea	\$1.12
<b>Repair - Parts at Shop</b> Freemotion lift system Model: F812-01.0 SN: DD110290107 Replace: Cable	1 visit	\$0.00 / visit	\$0.00
— Product: Custom Cable	25.00 Ft	\$8.00 / Ft	\$200.00
— Product: Shipping Shipping is an estimate	1.00 Ea	\$20.00 / Ea	\$20.00
<b>Repair - Parts at Shop</b> Core Leg Press SN: NLD1013-L21081018 Replace: Belt	1 visit	\$0.00 / visit	\$0.00
— Product: Core - STR - KIT, BELT REPLACEMENT, INSTINCT - 730-0215	1.00 Ea	\$488.06 / Ea	\$488.06
— Product: Shipping Shipping is an estimate	1.00 Ea	\$20.00 / Ea	\$20.00
<b>Subtotal:</b>			\$1,079.60
<b>Tax:</b>			\$0.00
<b>Total:</b>			\$1,079.60

\*Labor hours are estimated and subject to change

To accept this estimate, please reply to the original email with your approval. We look forward to working with you!

Gym Repairs  
320. 57200. 54500  
Repairs + maintenance



1-13-23

Thank you for the opportunity to serve you!





9456 Philips Highway, Suite 1  
Jacksonville, FL 32256

## Account Information

Invoice Number:  
Invoice Date:  
Branch:  
Account Number:  
Due Date:

71415005  
01/12/2023  
72  
6415195  
02/11/2023

## Account Activity

Description	Qty	Unit Amt	Extended Amt	Tax Amt	Total Amt
ST. JOHNS GOLF SWIM CLUB 219 ST. JOHNS GOLF DR. ST AUGUSTINE, FL 32092					
Service From: 01/22/2023 To: 04/21/2023 MONITORING - INTRUSION	3.00	26.92	80.76	0.00	80.76
Service From: 01/22/2023 To: 04/21/2023 SERVICE AGMT INTRUSION SYS	3.00	6.93	20.79	0.00	20.79
Site Subtotal			101.55	0.00	101.55

572.45400

Jan 2023

JAN 17 2023

Extended Total	Tax Total	Invoice Total	Prior Balance	Total Due
\$101.55	\$0.00	\$101.55	\$0.00	\$101.55

## Important Messages

**Sales scams are on the rise. Learn how to protect yourself.**

[www.vectorsecurity.com/sales-scam](http://www.vectorsecurity.com/sales-scam)

For all inquiries call your local branch phone number: 1-904-265-7890

Please detach and return below portion with your payment  
DO NOT SEND CORRESPONDENCE WITH YOUR PAYMENT

5SJVK8HF



9456 Philips Highway, Suite 1  
Jacksonville, FL 32256

Address Service Requested

3262000709 PRESORT PBPS003 <B>



SAMPSON CREEK CCD  
5385 N NOB HILL ROAD  
SUNRISE FL 33351-4761

## Invoice

Customer Name: SAMPSON CREEK CCD  
Invoice Number: 71415005  
Invoice Date: 01/12/2023  
Account Number: 6415195  
Due Date: 02/11/2023  
Amount Due: \$101.55

Amount Enclosed: \$

Please write your account number on your check. Thank you in advance for your prompt payment. Use the enclosed envelope and make checks payable to:

VECTOR SECURITY, INC.  
PO BOX 89462  
CLEVELAND, OHIO 44101-6462



☐ Check box and fill out reverse side to correct billing address.

0000000072000000064151954007141500500000000101550



## How to Reach Customer Care

- For inquiries or online payments: [www.vectorsecurity.com](http://www.vectorsecurity.com)
- By phone: 1-904-265-7890
- For inquiries by mail: 9456 Philips Highway, Suite 1, Jacksonville, FL 32256
- For payments by check: PO Box 89462, Cleveland, OH 44101-6462



## KNOCK, KNOCK.

Sales scams may be happening in your area, but there are things you can do to protect yourself.

In these scams, people claiming to be with Vector Security knock on your door and try to gain access to your home. They'll tell you they need to inspect your system or offer you an upgrade. These people may even wear Vector Security apparel.

Unless you have a scheduled appointment, ask for ID from anyone claiming they are with Vector Security. If you encounter suspicious activity, here are some tips:

- Ask for identification; don't let anyone into your home.
- Contact us at [protectme@vectorsecurity.com](mailto:protectme@vectorsecurity.com).
- Do not sign any contracts presented to you.

For more information:

[vectorsecurity.com/sales-scam](http://vectorsecurity.com/sales-scam)

vec-133981

## Has your billing address or phone number changed?

Please provide your new billing address and/or telephone number and return this portion with your payment. Your records will be updated upon receipt.

Contact Name: _____	Old Phone Number: (____) _____ - _____
New Address: _____	New Phone Number: (____) _____ - _____
_____	Effective Date: _____
City: _____ State: _____ Zip: _____	Email Address: _____
Effective Date: _____	Signature: _____

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In Alabama, complaints may be forwarded to the license board at the following address and telephone number: Alabama Electronic Security Board of Licensure, 7956 Vaughn Road, Suite 392, Montgomery, AL 36116, (334) 264-9388. In Arkansas, licensing is regulated by the Arkansas Board of Private Investigators and Private Security Agencies, #1 State Police Plaza Drive, Little Rock, AR 72209, (501) 618-8600. In California, alarm company operators are licensed and regulated by the Bureau of Security and Investigative Services, Department of Consumer Affairs, Sacramento, CA 95834. In New York, licensed by the N.Y.S. Department of State. In North Carolina, licensing is regulated by the North Carolina Alarm Systems Licensing Board, 4901 Glenwood Ave, Suite 200, Raleigh, NC 27612, (919) 788-5320. In Texas, licensing is regulated by the Texas Department of Public Safety, Private Security Bureau, P.O. Box 4087, Austin, TX 78773, (512) 424-7710. License information additionally available at [www.vectorsecurity.com](http://www.vectorsecurity.com).



# INVOICE

Anytime Anywhere Hoffman Heating & Air, Inc.  
CAC1816187

3217 Trout River Blvd , Jacksonville, FL 32208  
Phone 904-766-0006  
kimtheboss@comcast.net

INVOICE #: 2576  
DATE: 12-22-22  
1-12-23

TO	<u>St. Johns Golf &amp; Country Club</u> <u>219 - St. Johns Golf Drive</u> <u>St. Augustine, FL 32092</u>
----	---

Make :	Make:
Model :	Model:
Serial Number:	Serial Number

SALESPERSON	JOB		PAYMENT TERMS	SERVICE DUE DATE
			Due on receipt	

QTY	ITEM #	DESCRIPTION	UNIT PRICE	LINE TOTAL
		Unit in the meeting room was not heating properly, adjusted freon level, and found the condenser three phase 50 amp breaker was tripping. Went back on 1-12-23 installed new breaker and adjusted freon level.		
1		50 amp three phase breaker.	\$365.50	\$365.50
4.5		Pound of 410a freon at \$95.00 per pound.	\$95.00	\$427.50
5		Hours of labor to locate & install new breaker.	\$100.00	\$500.00
		<b>TOTAL</b>		<b>\$1,293.00</b>

Repairs & maintenance  
320 57200 54500 ✓

Make all checks payable to: Anytime Anywhere Hoffman Heating & Air, Inc.  
THANK YOU FOR YOUR BUSINESS!

1-28-23



# INVOICE

Anytime Anywhere Hoffman Heating & Air, Inc.  
CAC1816187

INVOICE #: 2527  
DATE: 1-12-23

3217 Trout River Blvd, Jacksonville, FL 32208  
Phone 904-766-0006  
kimtheboss@comcast.net

TO	<u>St. Johns Golf &amp; Country Club</u>
	<u>219 - St. Johns Golf &amp; Country Club</u>
	<u>St. Augustine, FL 32092</u>

Make :	Make:
Model :	Model:
Serial Number:	Serial Number

SALESPERSON	JOB	PAYMENT TERMS	SERVICE DUE DATE
		Due on receipt	

QTY	ITEM #	DESCRIPTION	UNIT PRICE	LINE TOTAL
		<i>Detail cleaned four evaporator &amp; condenser coils, replaced filters, tightened all electrical connections, blew out drain lines, topped off freon levels.</i>		
<i>4</i>		<i>Preventative Maintenance services at \$205.00 per unit.</i>		<i>\$820.00</i>
<i>3.5</i>		<i>Pounds of R410A freon at \$95.00 per pound.</i>		<i>\$332.50</i>
<i>1</i>		<i>Tune up on older unit on the eastside of bldg. (outdoor), capacitor hard start kit replacement.</i>		<i>\$550.75</i>
		<b>TOTAL</b>		<b><i>\$1,703.25</i></b>

Repairs & Maintenance  
320 57200 54500 ✓



Make all checks payable to: Anytime Anywhere Hoffman Heating & Air, Inc.  
THANK YOU FOR YOUR BUSINESS!

1-28-23



# INVOICE

Sampson Creek CDD  
475 West Town Pl Ste 114  
St. Augustine FL 32095

**Customer #:** 14846146  
**Invoice #:** 8259139  
**Invoice Date:** 2/1/2023  
**Cust PO #:**

Job Number	Description	Amount
346100574	Sampson Creek CDD Exterior Maintenance For <u>February</u>	12,577.17
	541.402	
	Total invoice amount	12,577.17
	Tax amount	
	Balance due	12,577.17

Terms: Net 15 Days

If you have any questions regarding this invoice, please call 904-292-0716

*Please detach stub and remit with your payment*

## Payment Stub

Customer Account#: 14846146  
Invoice #: 8259139  
Invoice Date: 2/1/2023

Amount Due:	\$12,577.17
-------------	-------------

*Thank you for allowing us to serve you*

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

Sampson Creek CDD  
475 West Town Pl Ste 114  
St. Augustine FL 32095

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

**Subject:** Re: FW: Invoice #8259139 for Sampson Creek CDD

**Date:** Thursday, January 26, 2023 at 8:38:25 AM Eastern Standard Time

**From:** Marc Rousseau <mrousseau@rmsnf.com>

**To:** Sharyn Henning <shenning@gmssf.com>

Good Morning Sharyn,

The attached invoice #8259139 for the amount of \$12,577.17 from Brightview Landscaping for landscaping services rendered for January 2023 can be paid. Please use cost code:

001 320 54100 46200 Landscape Maintenance – Brightview

Feel free to reach out with any questions.

**Marc J. Rousseau**

Operations Manager

904-803-2763

Sampson Creek @ St. John's Golf & CC

219 St. John's Golf Drive

St. Augustine, FL 32092

On Thu, Jan 26, 2023 at 7:25 AM Sharyn Henning <[shenning@gmssf.com](mailto:shenning@gmssf.com)> wrote:

Good Morning Marc,

Please see attached invoice for Sampson Creek. Thanks,

**Sharyn Henning, CPA\***

GMS-SF, LLC

5385 North Nob Hill Road

Sunrise, FL 33351

(954) 721-8681 x205

[www.govmgtsvc.com](http://www.govmgtsvc.com)

[shenning@gmssf.com](mailto:shenning@gmssf.com)

**\*Regulated by the State of Florida**

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



Invoice 580

**BILL TO**

St. Johns Golf and Country  
Club  
219 St Johns Golf Dr.  
Saint Augustine, FL 32092

DATE  
01/25/2023

PLEASE PAY  
\$2,139.30

DUE DATE  
02/01/2023

DATE	ACTIVITY	DESCRIPTION	QTY	RATE	AMOUNT
01/25/2023	Pool Chemicals	MURIATIC ACID PER GAL	6	8.95	53.70
01/25/2023	Pool Chemicals	TRICHLOR PER LB	25	7.50	187.50
01/25/2023	Pool Chemicals	PHOSPHATE REMOVER PER OZ	26	1.85	48.10
02/01/2023	31 Pool Service	FEBRUARY POOL SERVICE	1	1,850.00	1,850.00

Thank you for being a loyal customer. We would appreciate it if  
you left us a review on google! Please use the link below.  
<https://g.page/r/CUI2XG7IA5KmEBM/review>

TOTAL DUE

**\$2,139.30**

THANK YOU.

Pool Maintenance  
320 57200 45200 ✓

②

1-28-23



Central Security Agency  
2131 A State Road 16  
St Augustine, FL 32084  
904-458-5555  
billing@centsec.us  
www.centsec.us



**BILL TO**

Sampson Creek Community  
Development District  
219 Saint Johns Golf Dr  
Saint Augustine, FL  
320921053  
USA

*received 2/2/23 AH*

**INVOICE 19-0995**

**DATE 01/02/2023 TERMS Net 20**

**DUE DATE 01/22/2023**

*572.34501*

ACTIVITY	DESCRIPTION	QTY	RATE	AMOUNT
Long Term Security Services   Commercial	Security Services Week 1 December 2022	40	26.00	1,040.00T
Long Term Security Services   Commercial	Security Services Week 2 December 2022	40	26.00	1,040.00T
Long Term Security Services   Commercial	Security Services Week 3 December 2022	40	26.00	1,040.00T
Long Term Security Services   Commercial	Security Services Week 4 December 2022	40	26.00	1,040.00T
Long Term Security Services   Commercial	Security Services Week 5 December 2022	1	0.00	0.00T
Patrol Vehicle	Patrol Vehicle	1	500.00	500.00T
Fuel Charge	Fuel Charge for December 2022	1	83.71	83.71T

Thanks for choosing us as your security provider.  
We greatly appreciate the opportunity.

**SUBTOTAL**  
**TAX (0)**

**4,743.71**  
**0.00**

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Disclosure or use of any such information without the written consent of the Central Security Agency and/or above listed client is strictly prohibited

FEIN #46-3475536

TOTAL

4,743.71

TOTAL DUE

**\$4,743.71**

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Disclosure or use of any such information without the written consent of the Central Security Agency and/or above listed client is strictly prohibited

**Subject:** FW: Invoice 19-0995 from CENTRAL SECURITY AGENCY

**Date:** Thursday, February 2, 2023 at 12:51:02 PM Eastern Standard Time

**From:** Leah Tinchler <sjgccmanager@rmsnf.com>

**To:** Sharyn Henning <shenning@gmssf.com>

320-57200-34501 Security Guard

**Leah Tinchler**

**Amenity Manager**

**St Johns Golf & Country Club**

---

**From:** Central Security Agency

**Sent:** Thursday, February 2, 2023 10:52 AM

**To:** SJGCCmanager@rmsnf.com; shenning@gmssf.com

**Subject:** Invoice 19-0995 from CENTRAL SECURITY AGENCY

INVOICE 19-0995



Central Security Agency

DUE 01/22/2023

**\$4,743.71**

**Review and pay**

Powered by QuickBooks

Dear Sampson Creek Community Development District,

Thank you for choosing CENTRAL SECURITY AGENCY, LLC as your trusted security provider. If you have any questions or concerns, please call us directly at 904-458-5555 or email us at [billing@centsec.us](mailto:billing@centsec.us)

Thanks for your business!  
CENTRAL SECURITY AGENCY, LLC



Central Security Agency

2131 A State Road 16 St Augustine, FL 32084

904-458-5555    [billing@centsec.us](mailto:billing@centsec.us)    [www.centsec.us](http://www.centsec.us)

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Central Security Agency  
2131 A State Road 16  
St Augustine, FL 32084  
904-458-5555  
billing@centsec.us  
www.centsec.us



**BILL TO**

Sampson Creek Community  
Development District  
219 Saint Johns Golf Dr  
Saint Augustine, FL  
320921053  
USA

*received 2/2/23 AH*  
**INVOICE 19-1014**

**DATE 02/01/2023 TERMS Net 20**

**DUE DATE 02/21/2023**

*572.34501*

ACTIVITY	DESCRIPTION	QTY	RATE	AMOUNT
Long Term Security Services   Commercial	Security Services Week 1 January 2023	40	26.00	1,040.00T
Long Term Security Services   Commercial	Security Services Week 2 January 2023	1	0.00	0.00T
Long Term Security Services   Commercial	Security Services Week 3 January 2023	1	0.00	0.00T
Long Term Security Services   Commercial	Security Services Week 4 January 2023	1	0.00	0.00T
Patrol Vehicle	Patrol Vehicle for January 2023	1	500.00	500.00T
Fuel Charge	Fuel Charges for January 2023	1	89.83	89.83T

Thanks for choosing us as your security provider.  
We greatly appreciate the opportunity.

FEIN #46-3475536

SUBTOTAL 1,629.83  
TAX (0) 0.00  
TOTAL 1,629.83

**TOTAL DUE \$1,629.83**

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Disclosure or use of any such information without the written consent of the Central Security Agency and/or above listed client is strictly prohibited

**Subject:** FW: Invoice 19-1014 from CENTRAL SECURITY AGENCY

**Date:** Thursday, February 2, 2023 at 12:49:32 PM Eastern Standard Time

**From:** Leah Tinchler <sjgccmanager@rmsnf.com>

**To:** Sharyn Henning <shenning@gmssf.com>

320-57200-34501 Security Guard

*Leah Tinchler*

*Amenity Manager*

*St Johns Golf & Country Club*

---

**From:** Central Security Agency

**Sent:** Thursday, February 2, 2023 10:50 AM

**To:** SJGCCmanager@rmsnf.com; shenning@gmssf.com

**Subject:** Invoice 19-1014 from CENTRAL SECURITY AGENCY

INVOICE 19-1014



Central Security Agency

DUE 02/21/2023

**\$1,629.83**

**Review and pay**

Powered by QuickBooks

Dear Sampson Creek Community Development District,

Thank you for choosing CENTRAL SECURITY AGENCY, LLC as your trusted security provider. If you have any questions or concerns, please call us directly at 904-458-5555 or email us at [billing@centsec.us](mailto:billing@centsec.us)

Thanks for your business!  
CENTRAL SECURITY AGENCY, LLC



Central Security Agency

2131 A State Road 16 St Augustine, FL 32084

904-458-5555    [billing@centsec.us](mailto:billing@centsec.us)    [www.centsec.us](http://www.centsec.us)

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SVC/BILLING QUESTIONS : (904)562-7000  
FAX : (904)562-7020  
PAYMENT INQUIRY : (972)996-7923  
ROUTE # : LOC #0292 ROUTE 0005 T020  
VIEW & PAY YOUR BILLS ONLINE [WWW.CINTAS.COM/MYACCOUNT](http://WWW.CINTAS.COM/MYACCOUNT)

REMIT TO: CINTAS  
P.O. Box 631025  
CINCINNATI, OH 45263-1025

## INVOICE

PLEASE PAY DIRECTLY FROM THIS INVOICE

View our catalog:



C/O: Pool  
SAMPSON CREEK CDD.  
219 SAINT JOHNS GOLF DR  
SAINT AUGUSTINE, FL 32092-1053  
904-599-9093

INVOICE # : 5140872263  
DATE : 01/17/2023  
PO # : N/A  
STORE # :  
CUSTOMER # : 10552255  
PAYER # : 10552255  
SVC ORDER # : 8032925800  
CREDIT TERMS : NET 30 DAYS

MATERIAL #	DESCRIPTION	QTY	UNIT PRICE	EXT PRICE	TAX
17631116	OFFICE HALLWAY AX22K142978				
160	AED CHECKED (NO CHARGE)	1	\$0.00	\$0.00	N
	COMPONENT SUBTOTAL :			\$0.00	
17631113	FITNESS AX22K141422				
160	AED CHECKED (NO CHARGE)	1	\$0.00	\$0.00	N
	COMPONENT SUBTOTAL :			\$0.00	
5150417	OFFICE 02635588				
110	SERVICE ACKNOWLEDGEMENT	1	\$0.00	\$0.00	N
120	CABINET ORGANIZED	1	\$0.00	\$0.00	N
130	EXPIRATION DATES CHECKED	1	\$0.00	\$0.00	N
43039	FINGERTIP BANDAGE SM	1	\$10.63	\$10.63	N
55555	HARD SURFACE DISINFEC SVC	1	\$10.45	\$10.45	N
82410	READY-RIP 1IN	1	\$8.00	\$8.00	N
100039	TRIPLE ANTIBIOTIC OINT SM	2	\$10.81	\$21.62	N
101239	FIRST AID CREAM SMALL	1	\$9.25	\$9.25	N
102640	BIOFREEZE MUSCLE RLF SM	2	\$0.00	\$0.00	N
121220	ALÉVE SMALL	1	\$11.10	\$11.10	N
122110	BAYER ASPIRIN SMALL	1	\$12.02	\$12.02	N
122259	GLUCOSE POWDER	1	\$15.74	\$15.74	N
122269	GLUCOSE MELTS	1	\$17.37	\$17.37	N
130209	INDUST EYE RELIEF 1/2 OZ	1	\$14.06	\$14.06	N
592287	GLS SD FOG BLASTER BLK FRM CLR AF LENS	2	\$0.00	\$0.00	N
616845	QUIKHEAL STRIP REFILL	1	\$10.24	\$10.24	N
	COMPONENT SUBTOTAL :			\$140.48	
999900999	Other				
400	SERVICE CHARGE	1	\$18.95	\$18.95	N
	SUB-TOTAL :			\$159.43	
	TAX :			\$0.00	
	TOTAL :			\$159.43	

REMIT TO: CINTAS  
P.O. Box 631025  
CINCINNATI, OH 45263-1025

SIGNATURE :

NAME : Mark Rousseau

DATE: 01/17/2023

Thank you for your business. It's been our pleasure to serve you and get you Ready for the Workday®.

1-28-23



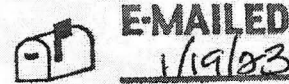


5021 Stepp Avenue  
Jacksonville, FL 32216  
Phone (904) 737-3511

# INVOICE

Invoice Date	Invoice #
1/19/2023	127118
Customer PO #	

**Remit Payments To:**  
P.O. Box 551629  
Jacksonville, FL 32255



**Bill To:** SC012  
Sampson Creek CDD  
219 St. Johns Golf Drive  
St. Augustine, FL 32092

**Site of Service/Delivery:**  
St Johns Golf & Country Club  
219 St. Johns Golf Drive

St. Augustine, FL 32092

JSC Job #	Terms	Date Shipped	Ship Via
X061648	Due Upon Receipt	01/19/2023	

Quantity	Item / Description	Unit Price	Amount
1.50	Tech Rate	135.00	202.50
1.00	Trip Charge	50.00	50.00
1.00	Tech found that the network was down causing the system to be off time zone. Reset switch and tested. System is running perfectly. Assisted staff with card programming issues.	0.00	0.00

*Repairs & Maintenance*  
*320 57200 54500 ✓*

Sub-Total	252.50
Tax	0.00
<b>Total Invoice Amount</b>	<b>252.50</b>

**Conditions of Sale**

JSC Systems, Inc. (JSC) shall have the title to and the right to possession of the equipment until the receipt of total payment. All accounts are payable in Duval County, Florida. Failure to pay the amount due shall constitute a default and JSC may repossess the equipment without notice. Purchaser agrees to pay JSC's cost and expense of collection and/or repossession, including the maximum attorney's fees permitted by law.



**KUTAK ROCK LLP****TALLAHASSEE, FLORIDA**

Telephone 404-222-4600

Facsimile 404-222-4654

Federal ID 47-0597598

January 31, 2023

**Check Remit To:**

Kutak Rock LLP

PO Box 30057

Omaha, NE 68103-1157

**Wire Transfer Remit To:**

ABA #104000016

First National Bank of Omaha

Kutak Rock LLP

A/C # 24690470

Reference: Invoice No. 3170772

Client Matter No. 17923-1

Mr. Jim Oliver  
Sampson Creek CDD  
Governmental Management Services – St. Augustine  
Suite 114  
475 West Town Place  
Orlando, FL 32817

Invoice No. 3170772

17923-1

---

Re: Sampson Creek CDD - General Counsel

## For Professional Legal Services Rendered

12/01/22	W. Haber	0.70	136.50	Confer with counsel for party who sent subpoena for security records; confer with Laughlin regarding demand letter
12/02/22	W. Haber	0.40	78.00	Review correspondence and confer with Laughlin regarding Duval communications
12/07/22	W. Haber	1.40	273.00	Review correspondence regarding Duval Landscape performance and prepare response to demand letter; confer with Laughlin regarding same
12/09/22	W. Haber	0.80	156.00	Prepare for and participate in call to discuss December meeting; review and revise golf cart policies
12/13/22	W. Haber	0.30	58.50	Finalize and send letter to Duval
12/14/22	W. Haber	0.40	78.00	Prepare for Board meeting
12/15/22	W. Haber	3.70	721.50	Prepare for and participate in Board meeting
12/20/22	W. Haber	0.30	58.50	Confer with Sweeting regarding

PRIVILEGED AND CONFIDENTIAL  
ATTORNEY-CLIENT COMMUNICATION AND/OR WORK PRODUCT

**KUTAK ROCK LLP**

Sampson Creek CDD

January 31, 2023

Client Matter No. 17923-1

Invoice No. 3170772

Page 2

12/21/22	W. Haber	0.80	156.00	agreement with Two Men Concrete Review property records with respect to resident improvements in easement and confer with Laughlin regarding same
12/22/22	W. Haber	0.40	78.00	Review correspondence from counsel for Duval; review file regarding same
12/27/22	W. Haber	0.40	78.00	Review correspondence from counsel for Duval and confer with Laughlin regarding same

TOTAL HOURS 9.60

TOTAL FOR SERVICES RENDERED \$1,872.00

## DISBURSEMENTS



Freight and Postage 19.93

TOTAL DISBURSEMENTS 19.93TOTAL CURRENT AMOUNT DUE \$1,891.93513.31500.  
Dec. 22

MAKE CHECK PAYABLE TO:

 The Lake Doctors, Inc.  
Aquatic Management Services  
Post Office Box 20122  
Tampa, FL 33622-0122  
(904) 262-5500

PLEASE FILL OUT BELOW IF PAYING BY CREDIT CARD

 	
CARD NUMBER	EXP. DATE
SIGNATURE	AMOUNT PAID

ADDRESSEE

☐ Please check if address below is incorrect and indicate change on reverse side

SAMPSON CREEK CDD SJGCC  
Governmental Management Services  
219 St Johns Golf Dr  
St. Augustine, FL 32092

ACCOUNT NUMBER	DATE	BALANCE
707136	2/1/2023	\$2,280.00

The Lake Doctors  
Post Office Box 20122  
Tampa, FL 33622-0122

00000000014920001000000007244100000022800011

Please Return this portion with your payment

Invoice 72441B

PO #

Date	Description	Quantity	Amount	Tax	Total
<b>219 St Johns Golf Dr St. Augustine, FL 32092</b>					
2/1/2023	Water Management - Zone 1,Water Management - Zone 2,Water Management - Zone 3,Water Management - Zone 4,Water Management - Zone 5,Water Management - Zone 6		\$380.00	\$0.00	\$380.00
			\$380.00	\$0.00	\$380.00
			\$380.00	\$0.00	\$380.00
			\$380.00	\$0.00	\$380.00
			\$380.00	\$0.00	\$380.00
			\$380.00	\$0.00	\$380.00
Please remit payment for this month's invoice.			\$380.00	\$0.00	\$380.00
					<b>AMOUNT DUE</b>
Please provide remittance information when submitting payments, otherwise payments will be applied to the oldest outstanding invoices.				<b>Credits</b>	\$0.00
				<b>Adjustment</b>	\$0.00

541.463  
Feb. 23

**Total Account Balance including this invoice:**

\$270.00

**This Invoice Total:**

\$2280.00

**To submit payment by ACH: Ameris Bank // Routing # 061201754 // Account # 2049360148**

**Customer Account #:** 707136

**Portal Registration #:** AF01BA4E

**Corporate Address**

4651 Salisbury Rd, Suite 155  
Jacksonville, FL 32256

**Customer Portal Link:** [www.lakedoctors.com/contact-us/make-a-payment/](http://www.lakedoctors.com/contact-us/make-a-payment/)

Set Up Customer Portal to pay invoices online, set up recurring payments, view payment history, and edit contact information



**Subject:** Fwd: Invoice  
**Date:** Thursday, February 2, 2023 at 9:01:43 AM Eastern Standard Time  
**From:** Marc Rousseau <mrousseau@rmsnf.com>  
**To:** Sharyn Henning <shenning@gmssf.com>  
**Attachments:** image.png, 0\_4\_7.jpg, image.png, Invoice\_20230201.pdf

Good Morning Sharyn,

I am forwarding invoice **#72441B** for the amount of **\$2,280.00** from **The Lake Doctors** for pond maintenance services rendered for the month of January 2023.

Please use cost code: **001 320 54100 46300 Lake Maintenance**

Feel free to reach out with any questions.

**Marc J. Rousseau**  
Operations Manager  
904-803-2763  
Sampson Creek @ St. John's Golf & CC  
219 St. John's Golf Drive  
St. Augustine, FL 32092

----- Forwarded message -----  
From: <jacksonville@lakedoctors.com>  
Date: Wed, Feb 1, 2023 at 9:16 PM  
Subject: Invoice  
To: <mrousseau@rmsnf.com>



tel:904

Fax: 813



**Billing Account Information**

ACCOUNT #: 707136  
REGISTRATION #: AF01BA4E  
SAMPSON CREEK CDD SJGCC  
219 St Johns Golf Dr  
St. Augustine, FL 32092

**Company Information**

THE LAKE DOCTORS  
Post Office Box 2012  
Tampa, FL 33622-012  
(904) 262-5500

**Invoice Details**

SAMPSON CREEK CDD SJGCC, For service at 219 St Johns Golf Dr St. August

<u>DATE</u>	<u>PO #</u>	<u>INV #</u>	<u>TOTAL</u>	<u>DISCOUNT</u>	<u>TAX</u>	<u>ADJUSTMENT G</u>
2/1/2023		72441B	\$2,280.00	\$0.00	\$0.00	\$0.00

<u>DESCRIPTION</u>	<u>TOTAL</u>	<u>DISCOUNT</u>	<u>TAX</u>
Water Management - Zone 1	\$380.00	\$0.00	\$0.00
Water Management - Zone 2	\$380.00	\$0.00	\$0.00
Water Management - Zone 3	\$380.00	\$0.00	\$0.00
Water Management - Zone 4	\$380.00	\$0.00	\$0.00
Water Management - Zone 5	\$380.00	\$0.00	\$0.00
Water Management - Zone 6	\$380.00	\$0.00	\$0.00

PLEASE REMIT: \$2,280.00

Pay Now

[Click here to log on to your account to review history, manage your profile an](#)

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If you would like to unsubscribe and stop receiving these emails [click here](#).

205 St Johns Golf Drive  
St. Augustine, FL 32092  
904 940 3200 904 819 0177 fax

received 2/1/23

## Invoice

### Customer

Name Sampson Creek Community Development Division  
Address 10300 NW 11th Manor  
Coral Springs, FL  
City 33071  
Phone

### Misc

Date 1.31.23  
Order No.  
Rep

Qty(Months)	Description	Unit Price	TOTAL
1	Jan - Bermuda Commons Maintenance Equal Billings	\$ 5,256.50	\$ 5,256.50
1	Irrigation (10% of 01624-42404)	\$ 94.36	\$ 94.36
1	Irrigation (10% of 13950-74402)	\$ 2.56	\$ 2.56
1	Irrigation (10% of 43044-14404)	\$ 15.76	\$ 15.76
1	Irrigation (10% of 44869-53401)	\$ 2.56	\$ 2.56
1	Irrigation (10% of 76486-92403)	\$ 2.56	\$ 2.56
			\$ -
			\$ -
541.46001 5256.50 541.43000 117.80			

### Payment

Please Make and Send Payment to:

St Johns Golf & Country Club  
Attn: Ben Pasquith, GM  
205 St Johns Golf Drive  
St Augustine, FL 32092

Tax Rate(s)

SubTotal	\$ 5,374.30
Shipping	
6.50%	
TOTAL	\$ 5,374.30

Office Use Only

Thank you



**Subject:** Re: FW: St. Johns Golf & Country Club  
**Date:** Thursday, February 2, 2023 at 11:42:58 AM Eastern Standard Time  
**From:** Marc Rousseau <mrousseau@rmsnf.com>  
**To:** Sharyn Henning <shenning@gmssf.com>  
**Attachments:** image001.gif, image002.jpg

Hi Sharyn,

Please see the Cost Codes for the following invoices:

**FP&L**

Cost Code: **001 320 54100 43000 FP&L – Electric Service**

November 4th, 2022 - \$30.66

December 6th, 2022 - \$25.66

January 6th, 2023 - \$943.61

**Indigo Sports**

Cost Code: **001 320 54100 34000 Field Management Services**

November 30th, 2022

December 31st, 2022

January 31st, 2023

I hope the Cost Codes Provided are accurate. If not, please let me know so I can adjust my CC list for future invoices from these providers.

**Marc J. Rousseau**

Operations Manager

904-803-2763

Sampson Creek @ St. John's Golf & CC

219 St. John's Golf Drive

St. Augustine, FL 32092

On Wed, Feb 1, 2023 at 3:08 PM Sharyn Henning <[shenning@gmssf.com](mailto:shenning@gmssf.com)> wrote:

Hi Marc,

Please see attached invoices. Thanks!

**Sharyn Henning, CPA\***

GMS-SF, LLC

5385 North Nob Hill Road

Sunrise, FL 33351

(954) 721-8681 x205

[www.govmgtsvc.com](http://www.govmgtsvc.com)

[shenning@gmssf.com](mailto:shenning@gmssf.com)

**\*Regulated by the State of Florida**



---

**From:** Ben Pasquith <[bpasquith@stjohnsgolf.com](mailto:bpasquith@stjohnsgolf.com)>

**Date:** Wednesday, February 1, 2023 at 2:59 PM

**To:** Sharyn Henning <[shenning@gmssf.com](mailto:shenning@gmssf.com)>

**Subject:** St. Johns Golf & Country Club

Hello,

Please see the attached invoices for Sampson Creek CDD.

Thank you.



**BEN PASQUITH, PGA | GENERAL MANAGER**

St. Johns Golf & Country Club | 205 St. Johns Golf Dr | St. Augustine, FL 32092

t. 904.417.2370 | [stjohnsgolf.com](http://stjohnsgolf.com)

205 St Johns Golf Drive  
St. Augustine, FL 32092  
904 940 3200 904 819 0177 fax

received 2/1/23

## Invoice

### Customer

Name Sampson Creek Community Development Division  
Address 10300 NW 11th Manor  
Coral Springs, FL  
City 33071  
Phone

### Misc

Date 11.30.22  
Order No.  
Rep

Qty(Months)	Description	Unit Price	TOTAL
1	Nov - Bermuda Commons Maintenance Equal Billings	\$ 5,256.50	\$ 5,256.50
1	Irrigation (10% of 01624-42404)	\$ 88.17	\$ 88.17
1	Irrigation (10% of 13950-74402)	\$ 3.06	\$ 3.06
1	Irrigation (10% of 43044-14404)	\$ 5.44	\$ 5.44
1	Irrigation (10% of 44869-53401)	\$ 3.06	\$ 3.06
1	Irrigation (10% of 76486-92403)	\$ 3.50	\$ 3.50
			\$ -
			\$ -
541.46201 5256.50			
541.43000 103.23			

### Payment

Please Make and Send Payment to:

St Johns Golf & Country Club  
Attn: Ben Pasquith, GM  
205 St Johns Golf Drive  
St Augustine, FL 32092

Tax Rate(s)

SubTotal	\$ 5,359.73
Shipping	
6.50%	
TOTAL	\$ 5,359.73

Office Use Only

Thank you



**Subject:** Re: FW: St. Johns Golf & Country Club  
**Date:** Thursday, February 2, 2023 at 11:42:58 AM Eastern Standard Time  
**From:** Marc Rousseau <mrousseau@rmsnf.com>  
**To:** Sharyn Henning <shenning@gmssf.com>  
**Attachments:** image001.gif, image002.jpg

Hi Sharyn,

Please see the Cost Codes for the following invoices:

**FP&L**

Cost Code: **001 320 54100 43000 FP&L – Electric Service**  
November 4th, 2022 - \$30.66  
December 6th, 2022 - \$25.66  
January 6th, 2023 - \$943.61

**Indigo Sports**

Cost Code: **001 320 54100 34000 Field Management Services**  
November 30th, 2022  
December 31st, 2022  
January 31st, 2023

I hope the Cost Codes Provided are accurate. If not, please let me know so I can adjust my CC list for future invoices from these providers.

**Marc J. Rousseau**

Operations Manager  
904-803-2763  
Sampson Creek @ St. John's Golf & CC  
219 St. John's Golf Drive  
St. Augustine, FL 32092

On Wed, Feb 1, 2023 at 3:08 PM Sharyn Henning <shenning@gmssf.com> wrote:

Hi Marc,

Please see attached invoices. Thanks!

**Sharyn Henning, CPA\***

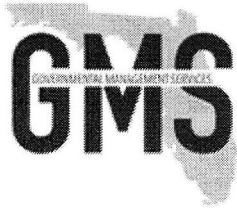
GMS-SF, LLC  
5385 North Nob Hill Road  
Sunrise, FL 33351

(954) 721-8681 x205

[www.govmgtsvc.com](http://www.govmgtsvc.com)

[shenning@gmssf.com](mailto:shenning@gmssf.com)

**\*Regulated by the State of Florida**



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**From:** Ben Pasquith <[bpasquith@stjohnsgolf.com](mailto:bpasquith@stjohnsgolf.com)>

**Date:** Wednesday, February 1, 2023 at 2:59 PM

**To:** Sharyn Henning <[shenning@gmssf.com](mailto:shenning@gmssf.com)>

**Subject:** St. Johns Golf & Country Club

Hello,

Please see the attached invoices for Sampson Creek CDD.

Thank you.



**BEN PASQUITH, PGA | GENERAL MANAGER**

St. Johns Golf & Country Club | 205 St. Johns Golf Dr | St. Augustine, FL 32092

t. 904.417.2370 | [stjohnsgolf.com](http://stjohnsgolf.com)

205 St Johns Golf Drive  
St. Augustine, FL 32092  
904 940 3200 904 819 0177 fax

Received 2/12/23

## Invoice

### Customer

Name Sampson Creek Community Development Division  
Address 10300 NW 11th Manor  
City Coral Springs, FL  
Phone 33071

### Misc

Date 12.31.22  
Order No.  
Rep

Qty(Months)	Description	Unit Price	TOTAL
1	Dec - Bermuda Commons Maintenance Equal Billings	\$ 5,256.50	\$ 5,256.50
1	Irrigation (10% of 01624-42404)	\$ 88.17	\$ 88.17
1	Irrigation (10% of 13950-74402)	\$ 2.56	\$ 2.56
1	Irrigation (10% of 43044-14404)	\$ 7.22	\$ 7.22
1	Irrigation (10% of 44869-53401)	\$ 2.56	\$ 2.56
1	Irrigation (10% of 76486-92403)	\$ 2.56	\$ 2.56
			\$ -
			\$ -
541.46201 5256.50			
541.43000 103.07			

### Payment

Please Make and Send Payment to:

St Johns Golf & Country Club  
Attn: Ben Pasquith, GM  
205 St Johns Golf Drive  
St Augustine, FL 32092

Tax Rate(s)

SubTotal	\$ 5,359.57
Shipping	
6.50%	
<b>TOTAL</b>	<b>\$ 5,359.57</b>

Office Use Only

Thank you



**Subject:** Re: FW: St. Johns Golf & Country Club  
**Date:** Thursday, February 2, 2023 at 11:42:58 AM Eastern Standard Time  
**From:** Marc Rousseau <mrousseau@rmsnf.com>  
**To:** Sharyn Henning <shenning@gmssf.com>  
**Attachments:** image001.gif, image002.jpg

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Cost Code: **001 320 54100 34000 Field Management Services**

November 30th, 2022

December 31st, 2022

January 31st, 2023

I hope the Cost Codes Provided are accurate. If not, please let me know so I can adjust my CC list for future invoices from these providers.

**Marc J. Rousseau**

Operations Manager

904-803-2763

Sampson Creek @ St. John's Golf & CC

219 St. John's Golf Drive

St. Augustine, FL 32092

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Hi Marc,

Please see attached invoices. Thanks!

**Sharyn Henning, CPA\***

GMS-SF, LLC

5385 North Nob Hill Road

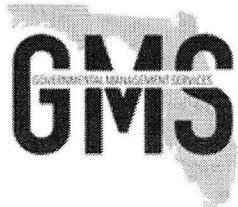
Sunrise, FL 33351

(954) 721-8681 x205

[www.govmgtsvc.com](http://www.govmgtsvc.com)

[shenning@gmssf.com](mailto:shenning@gmssf.com)

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**From:** Ben Pasquith <[bpasquith@stjohnsgolf.com](mailto:bpasquith@stjohnsgolf.com)>

**Date:** Wednesday, February 1, 2023 at 2:59 PM

**To:** Sharyn Henning <[shenning@gmssf.com](mailto:shenning@gmssf.com)>

**Subject:** St. Johns Golf & Country Club

Hello,

Please see the attached invoices for Sampson Creek CDD.

Thank you.



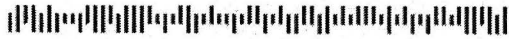
**BEN PASQUITH, PGA | GENERAL MANAGER**

St. Johns Golf & Country Club | 205 St. Johns Golf Dr | St. Augustine, FL 32092

t. 904.417.2370 | [stjohnsgolf.com](http://stjohnsgolf.com)



PO BOX 489  
NEWARK, NJ 07101-0489



SAMPSON CREEK  
475 W TOWN PL STE 114  
SAINT AUGUSTINE, FL 32092-3649

00302606  
N111

Manage Your Account	Account Number	Date Due
b2b.verizonwireless.com	442199298-00001	02/15/23
Change your address at <a href="http://sso.verizonenterprise.com">http://sso.verizonenterprise.com</a>	Invoice Number	9926047327

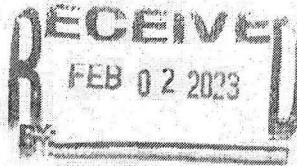
## Quick Bill Summary

Dec 24 - Jan 23

Previous Balance <i>(see back for details)</i>	\$ .00
No Payment Received	\$ .00
<b>Balance Forward</b>	<b>\$ .00</b>
Monthly Charges	\$36.05
Surcharges and Other Charges & Credits	\$ .02
Taxes, Governmental Surcharges & Fees	\$ .00
<b>Total Current Charges</b>	<b>\$36.07</b>

**Total Charges Due by February 15, 2023**

**\$36.07**



572.41000

Pay from phone	Pay on the Web	Questions:
#PMT (#768)	At b2b.verizonwireless.com	1 800 922 0204 or *611 from your phone



SAMPSON CREEK  
475 W TOWN PL STE 114  
SAINT AUGUSTINE, FL 32092-3649

Bill Date January 23, 2023  
Account Number 442199298-00001  
Invoice Number 9926047327

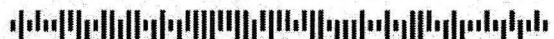
**Total Amount Due by February 15, 2023**

Make check payable to Verizon Wireless.  
Please return this remit slip with payment.

**\$36.07**

\$    .

PO BOX 660108  
DALLAS, TX 75266-0108



99260473270104421992980000100000003607000000036075





Invoice Number Account Number Date Due Page

9926047327 442199298-00001 02/15/23 2 of 5

Get Minutes Used

Get Data Used

Get Balance

#MIN + SEND

#DATA + SEND

#BAL + SEND

## Payments

## Payments, continued

Previous Balance \$0.00

No Payment Received

Total Payments \$0.00

Balance Forward \$0.00

Written notations included with or on your payment will not be reviewed or honored. Please send correspondence to:  
Verizon Wireless Attn: Correspondence Team PO Box 15069 Albany, NY 12212

Automatic Payment Enrollment for Account: 442199298-00001 SAMPSON CREEK

By signing below, you authorize Verizon Wireless to electronically debit your bank account each month for the total balance due on your account. The check you send will be used to setup Automatic Payment. You will be notified each month of the date and amount of the debit 10 days in advance of the payment. You agree to receive all Auto Pay related communications electronically. I understand and accept these terms. This agreement does not alter the terms of your existing Customer Agreement. I agree that Verizon Wireless is not liable for erroneous bill statements or incorrect debits to my account. To withdraw your authorization you must call Verizon Wireless. Check with your bank for any charges.

1. Check this box.

2. Sign name in box below, as shown on the bill and date.

3. Return this slip with your payment. Do not send a voided check.



Invoice Number	Account Number	Date Due	Page
9926047327	442199298-00001	02/15/23	3 of 5

## Overview of Lines

Lines Charges	Page Number	Monthly Charges	Usage and Purchase Charges	Equipment Charges	Surcharges and Other Charges and Credits	Taxes, Governmental Surcharges and Fees	Third-Party Charges (includes Tax)	Total Charges	Voice Plan Usage	Messaging Usage	Data Usage	Voice Roaming	Messaging Roaming	Data Roaming
904-466-3018 Ryan Barnett	4	\$36.05	—	—	\$0.02	\$0.00	—	\$36.07	—	—	—	—	—	—
Total Current Charges		\$36.05	\$0.00	\$0.00	\$0.02	\$0.00	\$0.00	\$36.07						







Invoice Number Account Number Date Due Page

9926047327 442199298-00001 02/15/23 4 of 5

## Summary for Ryan Barnett: 904-466-3018

### Your Plan

**Mobile Broadband Unlimited**

\$36.05 monthly charge

\$ .25 per minute

**MBB Unlimited**

Unlimited monthly gigabyte

Have more questions about your charges?  
Get details for usage charges at  
[b2b.verizonwireless.com](http://b2b.verizonwireless.com)

### Monthly Charges

Mobile Broadband Unlimited	01/24 - 02/23	36.05
		<b>\$36.05</b>

**Surcharges**

Regulatory Charge		.02
		<b>\$.02</b>

<b>Total Current Charges for 904-466-3018</b>		<b>\$36.07</b>
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Invoice Number Account Number Date Due Page

9926047327 442199298-00001 02/15/23 5 of 5


## Need-to-Know Information

### Bankruptcy Information

If you are or were in bankruptcy, this bill may include amounts for pre-bankruptcy charges. You should not pay pre-bankruptcy amounts; they are for your information only. In the event Verizon receives notice of a bankruptcy filing, pre-bankruptcy charges will be adjusted in future invoices. Mail bankruptcy-related correspondence to 500 Technology Drive, Suite 550, Weldon Spring, MO 63304.

### Explanation of Surcharges

Surcharges include (i) a Regulatory Charge (which helps defray various government charges we pay including government number administration and license fees); (ii) a Federal Universal Service Charge (and, if applicable, a State Universal Service Charge) to recover charges imposed on us by the government to support universal service; and (iii) an Administrative Charge, which helps defray certain expenses we incur, including: charges we, or our agents, pay local telephone companies for delivering calls from our customers to their customers; fees and assessments on our network facilities and services; property taxes; and the costs we incur responding to regulatory obligations. **Please note that these are Verizon Wireless charges, not taxes. These charges, and what's included, are subject to change from time to time.**

 Effective January 11, 2023, the definition of the Administrative Charge will be modified to help defray and recover certain direct and indirect costs we or our agents incur, including: (a) costs of complying with regulatory and industry obligations and programs, such as E911, wireless local number portability, and wireless tower mandate costs; (b) property taxes; and (c) costs associated with our network, including facilities (e.g. leases), operations, maintenance and protection, and costs paid to other companies for network services.

**Please note that this surcharge is a Verizon Wireless charge, not a tax or government-imposed fee. This charge, and what's included, is subject to change from time to time.**

### Telecommunications Relay

To contact Verizon Wireless using a TTY device, dial 711 to reach a Telecommunications Relay Service (TRS) operator to assist you in completing your call.

### FUSC Change

The Federal Universal Service Charge (FUSC) is a Verizon Wireless charge that is subject to change each calendar quarter based on contribution rates prescribed by the FCC. On January 1, the FUSC increased to 9.94% of assessable wireless charges, other than separately billed interstate and international telecom charges. The FUSC on separately billed interstate and international telecom charges increased to 32.6%. For more details, please call 1-888-684-1888.



ST JOHNS COUNTY SHERIFF'S OFFICE  
DETAIL INVOICE

St Johns Golf CDD

SJSO23CAD028711

NAME / ID:	Casey A Romein LLC				
DATE	CAD #	TIME IN	TIME OUT	TOTAL HOURS	TOTAL DUE
Saturday, February 4, 2023	SJSO23CAD028711	12:15PM	4:15PM	4	\$220.00

ACTIVITY / COMMENTS:	Hour Rate \$55.00	4	\$220.00
----------------------	-------------------	---	----------

Total Contacts: 5 Citations: 4 Warnings: 3 \*ONE ARREST FOR DUI\*

Multiple roving patrols.

Moving Violations: 2x (Leo Maguire Pkwy) one driver was cited and another was warned for speeding (both at 50/35mph zone) - 1X (St. Johns Golf Drive) one driver was arrested for DUI after he was speeding traveling 42mph on St Johns Golf Drive, the driver then ran the stop sign at Remington Court before he finally stopped at his residence.

Parking violations: 1x (Highland Drive) one owner warned for illegally parking on the street - 1x (Meadow View Drive) one owner warned for illegally parking on the street -

Patrolled the cemetery.

***Payroll use only***	**VERIFY NAME AND ADDRESS**	***Payroll use only***	
<b>BILL TO:</b>	<b>REMIT PAYMENT TO:</b>	<b>INVOICE #</b>	SJSO23CAD028711
Sharyn Rosina	Casey A Romein LLC	Service Date:	02/04/23
Govt. Management Service	82 Willow Lake Drive	Invoice Date:	02/04/23
5385 N Hob Hill Road	Saint Augustine FL, 32092	Total Due:	\$220.00
Sunrise, FL 33351		Due Date:	UPON RECEIPT





ST JOHNS COUNTY SHERIFF'S OFFICE  
DETAIL INVOICE

St Johns Golf CDD

SJSO23CAD030687

NAME / ID:	Casey A Romein LLC				
DATE	CAD #	TIME IN	TIME OUT	TOTAL HOURS	TOTAL DUE
Monday, February 6, 2023	SJSO23CAD030687	10:00PM	2:00AM	4	\$220.00
ACTIVITY / COMMENTS:		Hour Rate	\$55.00	4	\$220.00

Total Contacts: 3   Citations: 2   Warnings: 1

Multiple roving patrols.

Moving Violations: 2x (Leo Maguire Pkwy) two drivers were cited for speeding (50/35mph zone and 55/35mph zone) -

Parking violations: 1x (Glenfield Crossing Court) one owner was warned for parking too close to a fire hydrant -

Patrolled the cemetery and clubhouse.

***Payroll use only***	**VERIFY NAME AND ADDRESS**	***Payroll use only***	
<b>BILL TO:</b>	<b>REMIT PAYMENT TO:</b>	<b>INVOICE #</b>	SJSO23CAD030687
Sharyn Rosina	Casey A Romein LLC	Service Date:	02/06/23
<u>Govt. Management Service</u>	82 Willow Lake Drive	Invoice Date:	02/07/23
<u>5385 N Hob Hill Road</u>	Saint Augustine FL, 32092	Total Due:	\$220.00
<u>Sunrise, FL 33351</u>		Due Date:	<b>UPON RECEIPT</b>



## Hello Office Sampson Creek Cdd,

Thanks for choosing Comcast Business.

## Your bill at a glance

For 219 SAINT JOHNS GOLF DR, HOME OFC, SAINT AUGUSTINE,  
FL, 32092-1053

Previous balance		\$721.78
Payment - thank you	Jan 07	-\$296.14
<b>Balance forward due now</b>		<b>\$425.64</b>

Regular monthly charges	Page 3	\$347.30
One-time charges	Page 3	\$10.00
Taxes, fees and other charges	Page 3	\$4.78

**New charges due Feb 18, 2023** **\$362.08****Amount due** **\$787.72**

## ! Your account is past due

Your account is past due, so you may have been charged a late fee of \$10.00. To keep your account current, please pay the balance forward immediately.

## Need help?

Visit [business.comcast.com/help](https://business.comcast.com/help) or see page 2 for other ways to contact us.

## Your bill explained

- Regular monthly charges have decreased by \$44.42 as a result of service change(s) made to Comcast Business and Service fees.
- Your one-time charges are \$10.00 due to Late Fee charge(s).
- Any payments received or account activity after Jan 28, 2023 will show up on your next bill. View your most up-to-date account balance at [business.comcast.com/myaccount](https://business.comcast.com/myaccount).
- This page gives you a quick summary of your monthly bill. A detailed breakdown of your charges begins on page 3.



Detach the bottom portion of this bill and enclose with your payment

Please write your account number on your check or money order

Do not include correspondence with payment

COMCAST  
BUSINESS141 NW 16TH ST  
POMPANO BEACH FL 33060-5250  
96330310 NO RP 28 20230128 NNNNNNNY 0000713 0004OFFICE SAMPSON CREEK CDD  
C/O HOME OFC  
5385 N NOB HILL RD  
SUNRISE, FL 33351-4761Account number **8495 74 140 1110618**Balance forward due now **\$425.64**New charges due Feb 18, 2023 **\$362.08****Total amount due** **\$787.72**

Amount enclosed \$

Make checks payable to Comcast  
Do not send cash

Send payment to

COMCAST  
PO BOX 71211  
CHARLOTTE NC 28272-1211

849574140111061800787721

## Download the Comcast Business App

Manage your account anytime, anywhere with the Comcast Business App – an innovative all-in-one tool designed with your business in mind.

- Manage your account details
- Pay your bill and customize billing options
- View upcoming appointments



## Faster speeds. More solutions. Bigger savings.

Comcast Business now offers **NEW** packages with faster speeds and innovative Voice and security solutions – at a better value.

**Call today for a FREE account review at 877-564-0318.**



## Need help? We're here for you



### Visit us online

Get help and support at  
**business.comcast.com/help**



### Call us anytime

800-391-3000

Open 24 hours, 7 days a week for billing and technical support

## Useful information

### Moving?

We can help ensure it's a smooth transition.

Visit **business.comcast.com/learn/moving** to learn more.

### Accessibility:

If you are hearing impaired, call 711. For issues affecting customers with disabilities, call **1-855-270-0379**, chat live at **support.xfinity.com/accessibility**, email **accessibility@comcast.com**, fax **1-866-599-4268** or write to Comcast at 1701 JFK Blvd., Philadelphia, PA 19103-2838  
Attn: M. Gifford.



## Ways to pay



### No more mailing monthly checks

Set up Auto Pay to save time, energy and stamps. It's easy to enroll, just visit **business.comcast.com/myaccount**



### Go paperless and say goodbye to clutter

Sign up for Paperless Billing to view and pay your bill online. It's faster, easier and helps cut down on clutter. Visit **business.comcast.com/myaccount** to get started.

## Additional billing information

### More ways to pay:



#### Online

Visit My Account at **business.comcast.com/myaccount**



#### By App

Download the Comcast Business App



#### In-Store

Visit **business.comcast.com/servicecenter** to find a store near you





Regular monthly charges		\$347.30
Comcast Business		\$264.85
Packaged services		\$284.00
Mobility Voice Line	\$25.00	
Business Voice.		
Data, Voice, Access	\$259.00	
Package, Includes: Business Internet Performance, 1 Mobility Voice Line, SecurityEdge, and Wifi Pro Expanded Coverage.		
Discounts		-\$109.00
Bundle Discount	-\$109.00	
Comcast Business services		\$89.85
TV Select	\$39.95	
Business Video.		
Music Choice	\$29.95	
Static IP - 1	\$19.95	

Equipment & services		\$39.90
TV Box + Remote	\$9.95	
Equipment Fee	\$29.95	
Voice and Wifi Pro Expanded Coverage		

Service fees		\$42.55
Directory Listing Management Fee	\$5.00	
Voice Network Investment	\$5.00	
Broadcast TV Fee	\$32.55	

One-time charges		\$10.00
Other charges		\$10.00
Late Fee	Jan 28	\$10.00

Taxes, fees and other charges		\$4.78
Other charges		\$4.78
Regulatory Cost Recovery	\$1.36	
Federal Universal Service Fund	\$3.42	

What's included?

-  **Internet:** Fast, reliable internet on our Gig-speed network
-  **TV:** Keep your employees informed and customers entertained
-  **Voice Numbers:** (904)599-9093, (904)342-7936

Visit [business.comcast.com/myaccount](https://business.comcast.com/myaccount) for more details

You've saved \$109.00 this month with your bundle discount.



Additional information

The Regulatory Cost Recovery fee is neither government mandated nor a tax, but is assessed by Comcast to recover certain federal, state, and local regulatory costs.

On March 28, 2023, NewsNation HD will move from channel 1420 to channel 1116 on Standard. GrioTV HD will move from channel 1116 to channel 1636 on Standard. Requires X1 TV Box or compatible customer owned device.

Account Number  
8495 74 140 1110618

Billing Date  
Jan 28, 2023

Services From  
Feb 08, 2023 to Mar 07, 2023

Page  
4 of 4

**Recent and Upcoming Programming Changes:** Information on recent and upcoming programming changes can be found at [xfinity.com/programmingchanges/](http://xfinity.com/programmingchanges/) or by calling 866-216-8634.



**Subject:** FW: Invoice for deep cleaning of gym equipment

**Date:** Tuesday, February 7, 2023 at 10:47:10 AM Eastern Standard Time

**From:** Leah Tinchler <sjgccmanager@rmsnf.com>

**To:** Sharyn Henning <shenning@gmssf.com>

320-57200-45300

Cleaning the Gym

Thanks,

**Leah Tinchler**

**Amenity Manager**

**St Johns Golf & Country Club**

---

**From:** Darryl Hall

**Sent:** Monday, February 6, 2023 4:33 PM

**To:** Leah Tinchler

**Subject:** Invoice for deep cleaning of gym equipment

Date  
2/6/23

Invoice #  
002600023

Darryl Hall  
168 Prince Phillip Dr.  
St. Augustine, FL. 32092

Bill To:

Leah Tinchler  
Sampson Creek C.D.D.  
2199 St. Johns Golf Dr.  
St. Augustine, Fl. 32092

Description	Terms	Amount
Deep-clean all equipment in the gym	Due upon receipt	\$175.00

Thank you,

Darryl Hall





# Invoice

Date	Invoice #
2/1/2023	2900

Bill To
GOVERNMENTAL MANAGEMENT SERVICES, LLC SAMPSON CREEK CDD 475 WEST TOWN PLACE, SUITE 114 WORLD GOLF VILLAGE ST. AUGUSTINE, FL 32092

P.O. No.	Terms	Project

Quantity	Description	Rate	Amount
	MONTHLY MAINTENANCE AND NEWSLETTER - SAMPSON CREEK CDD	350.00	350.00
		<b>Total</b>	\$350.00

CHECK DATE	VEND#	.....INVOICE..... DATE INVOICE	...EXPENSED TO... YRMO DPT ACCT# SUB SUBCLASS	VENDOR NAME	STATUS	AMOUNT	.....CHECK..... AMOUNT #
1/24/23	00091	1/24/23 155	202301 600-53800-60000	DEPOSIT-SPLASHPAD SURFACE	*	3,600.00	
				SOFT CRETE FLORIDA			3,600.00 000234
1/26/23	00090	1/11/23 01112023	202301 600-53800-60000	ADD'L GRAVEL SIDEWALKS	*	700.00	
		1/19/23 01192023	202301 600-53800-60000	ADD'L SIDEWALK REPAIR	*	1,400.00	
		1/24/23 01242023	202301 600-53800-60000	FINAL PAYMENT-SIDEWALKS	*	5,900.00	
				2 MEN CONCRETE, INC.			8,000.00 000235
1/27/23	00092	1/26/23 1957	202301 600-53800-60000	50% DEP-REPLACE SHADE FAB	*	5,445.00	
				SHADE AMERICA, INC.			5,445.00 000236
2/02/23	00052	2/17/22 120447	202209 600-53800-60000	BALANCE-CC AMENITIES	*	6,131.00	
				JSC SYSTEMS			6,131.00 000237
2/02/23	00080	12/13/22 Q22-4235	202302 600-53800-60000	50% DEP-SLIDING DOOR	*	5,342.62	
				ACE DOOR & WINDOW SERVICE INC			5,342.62 000238
TOTAL FOR BANK B						28,518.62	
TOTAL FOR REGISTER						28,518.62	

# INVOICE



## Bill To

"Sampson Creek CDD  
Sampson Creek Aquatic Park , Splash Pad  
St. Augustine , Florida 32092  
(904) 343-0929

### 763827383 LLC

5751 Dawson Street  
Hollywood, Florida 33023  
Phone: (954) 995-2217  
Email: salesflorida@softcrete.us  
Web: www.soft-crete.com

Payment terms	Due upon receipt
Invoice #	155
Date	01/24/2023
Business / Tax #	763827383 LLC

## Description

## Total

Aquatic Splash Pad	\$12,000.00
--------------------	-------------

To supply and install 1/4" of Soft Crete in two different colors matching existing design.  
Installing over existing concrete surface. Surface will be prepped for installation.  
Price is based on 1200 sq ft at \$10 per a sq ft.  
Color to be determined.

Site measurements and pictures provided by customer. Measurements to be confirmed by Soft Crete's site team. Any variance will be reviewed with customer prior to installation.



<b>Subtotal</b>	\$12,000.00
<b>Total</b>	<b>\$12,000.00</b>
<b>Deposit Due</b>	<b>\$3,600.00</b>



---

This estimate is valid for 60 days from the date of receipt.

A deposit is required to secure your place on the installation schedule and is non-refundable.

The balance of the amount owing is due upon the completion of the work.

Our Warranty covers defects of cracks, rips and tears on installed Soft Crete surfaces. The covered time frame from date of application is 5 years on Residential and 3 years on Commercial. We do not warranty against stains or damage caused by customer. Soft Crete can be repaired if required although the color match will not be exact based on differences in dye lot batches in the manufacturing process.

Cleaning of surface should be done with a light scrub brush or garden hose. A mild soap can be used. Pressure washing is only recommended when done by a professional. Indoor surfaces can be vacuumed and damp mopped.

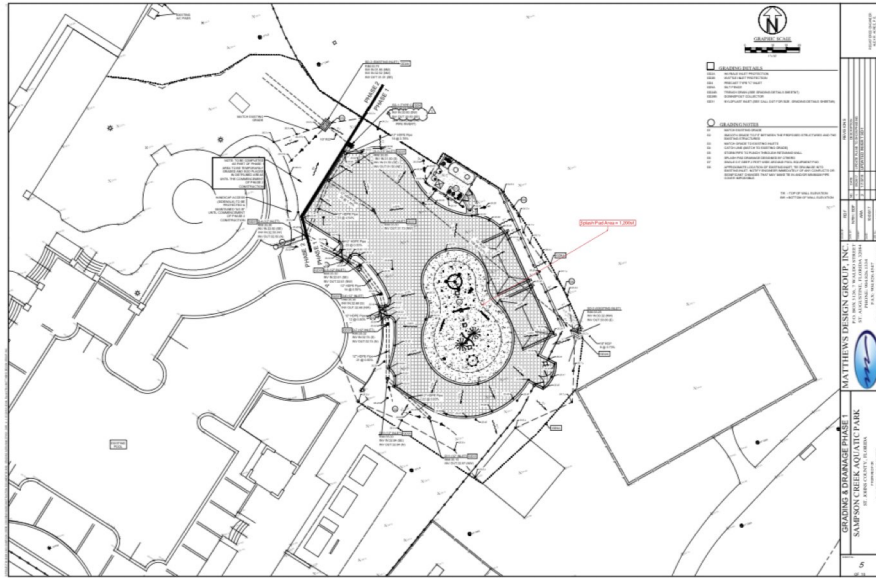
10:18



# Sampson Creek Splash Pad.pdf



Done



By signing this document, the customer agrees to the services, payments and conditions outlined in this document.



**Subject:** Fwd: Soft Crete Florida Docs  
**Date:** Tuesday, January 24, 2023 at 11:57:57 AM Eastern Standard Time  
**From:** Daniel Laughlin <dlaughlin@gmsnf.com>  
**To:** Sharyn Henning <shenning@gmssf.com>  
**Attachments:** 763827383llc\_invoice\_155.pdf, image001.jpg, image002.png, Sampson Creek Aquatic Park Insurance Cert.pdf, Sampson Creek Aquatic Park W9.pdf, Image.jpeg, Image.jpeg

Hey Sharyn,

We will need a deposit check sent for the below invoice. I have their W9 attached. Let me know if you have any questions.

Thank you

**Daniel Laughlin**  
Governmental Management Services, LLC  
District Manager  
475 West Town Place, Suite 114  
Saint Augustine, Florida 32092  
(904)-940-5850 x401 (Office)  
(904)-940-5899 (Fax)  
[dlaughlin@gmsnf.com](mailto:dlaughlin@gmsnf.com)

Begin forwarded message:

**From:** salesflorida [softcrete.us](http://softcrete.us) <[salesflorida@softcrete.us](mailto:salesflorida@softcrete.us)>  
**Subject:** Soft Crete Florida Docs  
**Date:** January 24, 2023 at 11:54:21 AM EST  
**To:** "[dlaughlin@gmsnf.com](mailto:dlaughlin@gmsnf.com)" <[dlaughlin@gmsnf.com](mailto:dlaughlin@gmsnf.com)>  
**Cc:** florida [softcrete.us](http://softcrete.us) <[florida@softcrete.us](mailto:florida@softcrete.us)>

Hi Daniel,  
Please see attached our W9 and Insurance certificate.

Also attached are two pictures of colors samples. We will be sending you the actual samples via UPS to view.

Please reach out to us with any questions.

Warmly,  
Autumn

W: [soft-crete.com](http://soft-crete.com) | P: 786.707.8385  
E: [salesflorida@softcrete.us](mailto:salesflorida@softcrete.us)

*For consumer education purpose, the following short clip is of our installation completed for HGTV's Renovation inc (USA) aka Bryan inc (Canada). Please visit HGTV for full episodes.*

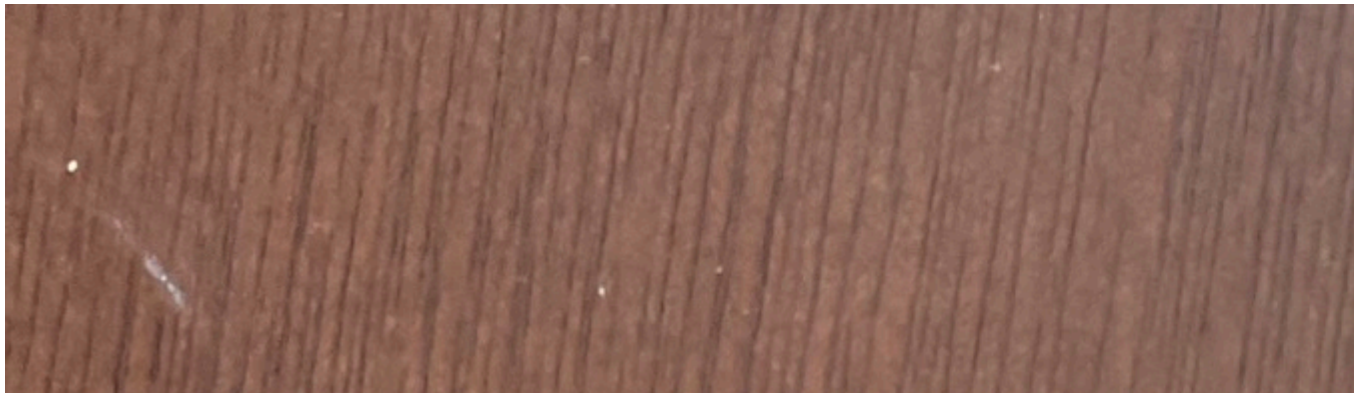
<https://youtu.be/rFGYAIW-Ofw>







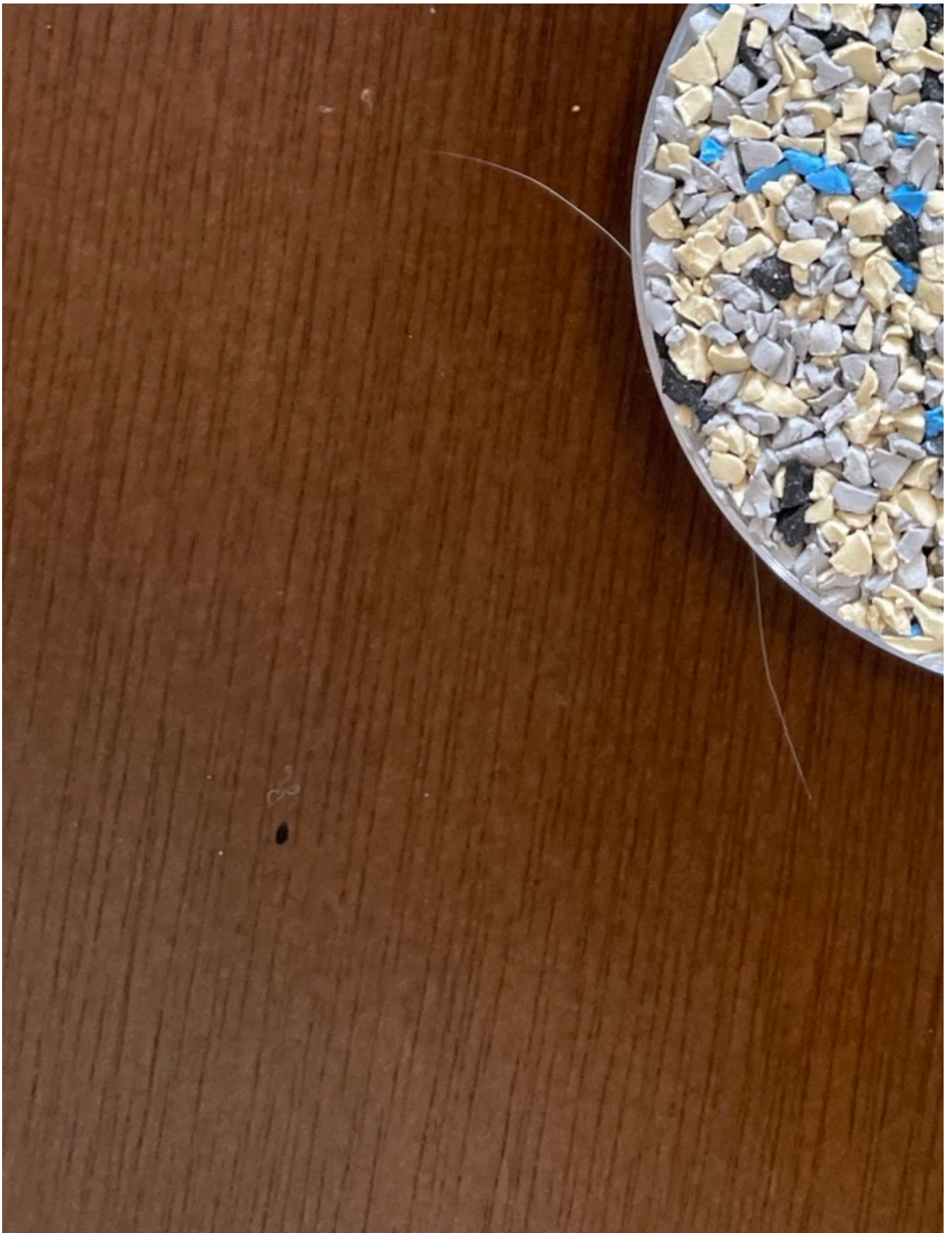




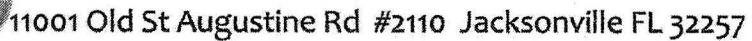












**Subject:** Sampson Creek Final Payment - 2 Men Concrete  
**Date:** Tuesday, January 24, 2023 at 2:48:45 PM Eastern Standard Time  
**From:** Marc Rousseau <mrousseau@rmsnf.com>  
**To:** Sharyn Henning <shenning@gmsnf.com>  
**CC:** Daniel Laughlin <dlaughlin@gmsnf.com>  
**Attachments:** 2Men Concrete Additional Sidewalk \$1,400.pdf, 2Men Concrete Additional Gravel \$700.pdf, 2Men Concrete-Final Payment Invoice \$5,900.pdf, 2Men Concrete-Final Payment Invoice \$5,900.pdf

Hi Sharyn,

I have attached three invoices that can be paid to 2 Men Concrete for completion of the 'Severe Sidewalks' at Sampson Creek. The initial payment at the start of the project was for half payment of \$5,900.00. The balance for completion is the other half for \$5,900.00 for a total of \$11,800.00. The other two invoices are for additional work that was recently approved at the last Sampson Creek CDD meeting held on 1/19/2023. The invoices to be paid are:

1. Final payment for 'Severe Sidewalks': \$5,900.00
2. Invoice for an additional sidewalk repair: \$1,400.00
3. Additional 6 inches of gravel for sidewalks: \$700.00

I believe that the funds are allocated from the Capitol Reserve account if I'm not mistaken. Is this correct Daniel?

((See attached files))

**Marc J. Rousseau**

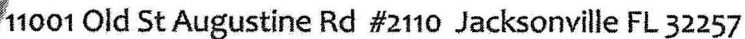
Operations Manager

904-803-2763

Sampson Creek @ St. John's Golf & CC

219 St. John's Golf Drive

St. Augustine, FL 32092



034.600.53800.60000



**Subject:** Sampson Creek Final Payment - 2 Men Concrete  
**Date:** Tuesday, January 24, 2023 at 2:48:45 PM Eastern Standard Time  
**From:** Marc Rousseau <mrousseau@rmsnf.com>  
**To:** Sharyn Henning <shenning@gmssf.com>  
**CC:** Daniel Laughlin <dlaughlin@gmsnf.com>  
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((See attached files))

**Marc J. Rousseau**  
Operations Manager  
904-803-2763  
Sampson Creek @ St. John's Golf & CC  
219 St. John's Golf Drive  
St. Augustine, FL 32092

2 MEN CONCRETE, INC.

04) 404-6889

11001 Old St Augustine Rd #2110 Jacksonville FL 32257

Date	1/24/23
Quote #	
Customer#	

# INVOICE

Customer	Project
St Johns	5926 works repair
Golf course	
ATT Mark	

[illegible]

034.600.53800.60000



**Subject:** Sampson Creek Final Payment - 2 Men Concrete  
**Date:** Tuesday, January 24, 2023 at 2:48:45 PM Eastern Standard Time  
**From:** Marc Rousseau <mrousseau@rmsnf.com>  
**To:** Sharyn Henning <shenning@gmssf.com>  
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I believe that the funds are allocated from the Capitol Reserve account if I'm not mistaken. Is this correct Daniel?

((See attached files))

**Marc J. Rousseau**  
Operations Manager  
904-803-2763  
Sampson Creek @ St. John's Golf & CC  
219 St. John's Golf Drive  
St. Augustine, FL 32092



Shade America, Inc.  
3604 Harbor Drive  
Saint Augustine, FL 32084  
US  
(904)217-0516  
sholton.shadeamerica@outlook.com  
<http://www.shadeamerica.com>



Invoice 1957

**BILL TO**

Mark Rousseau  
**BILL TO:**  
Sampson Creek CDD  
219 St. John's Golf Dr  
St. Augustine Florida 32092

DATE  
01/26/2023

PLEASE PAY  
**\$5,445.00**

DUE DATE  
01/26/2023

DESCRIPTION	QTY	RATE	AMOUNT
<b>Deposit</b> 50% Deposit Due on Supply and Installation of a Replacement Shade Fabric on existing frame. Including all labor and equipment. Balance Due Upon Completion = \$5,445.00	1	5,445.00	5,445.00

**TOTAL DUE**

**\$5,445.00**

THANK YOU.

**Subject:** Re: Pay invoice 1957 from Shade America, Inc. with a few clicks  
**Date:** Friday, January 27, 2023 at 9:29:27 AM Eastern Standard Time  
**From:** Daniel Laughlin <dlaughlin@gmsnf.com>  
**To:** Sharyn Henning <shenning@gmssf.com>  
**CC:** Marc Rousseau <mrousseau@rmsnf.com>

I guess it would depend what you consider "enhancements". Would that be something brand new, or would replacing a shade structure be an "enhancement" to that area lol.

Looks like most of the left over money is in Road Resurfacing. I wonder if we have to hold that money until we have to resurface again which would be a while.

I will call Alex today to discuss. He is the one signing the requisition so I'll see what he thinks.

Thank you

**Daniel Laughlin**  
Governmental Management Services, LLC  
District Manager  
475 West Town Place, Suite 114  
Saint Augustine, Florida 32092  
(904)-940-5850 x401 (Office)  
(904)-940-5899 (Fax)  
[dlaughlin@gmsnf.com](mailto:dlaughlin@gmsnf.com)

On Jan 27, 2023, at 9:18 AM, Sharyn Henning <[shenning@gmssf.com](mailto:shenning@gmssf.com)> wrote:

Hi Daniel,

Per the engineer report for the 2020 bond, it was for:

Road Resurface \$1.9m  
Amenity Enhancements \$125,000  
Recreational Enhancements \$125,000  
Stormwater System Repairs \$50,000

The bond money spent is as follows:

Road Resurface \$1.2m  
Amenity Enhancements \$124,231.83  
Recreational Enhancements \$67,835.46  
Stormwater System Repairs \$0  
Professional Fees \$18,169.79

It seems we could still use it for the Recreational Enhancements line? Your thoughts?

**Sharyn Henning, CPA\***

GMS-SF, LLC  
5385 North Nob Hill Road  
Sunrise, FL 33351  
(954) 721-8681 x205  
[www.govmgtsvc.com](http://www.govmgtsvc.com)  
[shenning@gmssf.com](mailto:shenning@gmssf.com)

**\*Regulated by the State of Florida**  
<image001.gif>

---

**From:** Daniel Laughlin <[dlaughlin@gmsnf.com](mailto:dlaughlin@gmsnf.com)>  
**Date:** Friday, January 27, 2023 at 9:10 AM  
**To:** Sharyn Henning <[shenning@gmssf.com](mailto:shenning@gmssf.com)>  
**Cc:** Marc Rousseau <[mrousseau@gmsnf.com](mailto:mrousseau@gmsnf.com)>  
**Subject:** Re: Pay invoice 1957 from Shade America, Inc. with a few clicks

Hey Sharyn,

I have been trying to get the Engineer to give me an answer on what exactly the bond money can be used for. He has mentioned before that it can be used for any amenity center upgrades, but after doing some research I learned the bonds were issued to resurface the roadways which is not an amenity center upgrade lol.

Just do get on the schedule could we cut it from capital and have the engineer make a requisition to reimburse from the bond money?

Thank you

**Daniel Laughlin**  
Governmental Management Services, LLC  
District Manager  
475 West Town Place, Suite 114  
Saint Augustine, Florida 32092  
(904)-940-5850 x401 (Office)  
(904)-940-5899 (Fax)  
[dlaughlin@gmsnf.com](mailto:dlaughlin@gmsnf.com)



On Jan 27, 2023, at 7:29 AM, Sharyn Henning <[shenning@gmssf.com](mailto:shenning@gmssf.com)> wrote:

Where should this be coded?

**Sharyn Henning, CPA\***  
GMS-SF, LLC  
5385 North Nob Hill Road  
Sunrise, FL 33351  
(954) 721-8681 x205  
[www.govmgtsvc.com](http://www.govmgtsvc.com)  
[shenning@gmssf.com](mailto:shenning@gmssf.com)

**\*Regulated by the State of Florida**  
<image001.gif>

---

**From:** Marc Rousseau <[mrousseau@rmsnf.com](mailto:mrousseau@rmsnf.com)>  
**Date:** Thursday, January 26, 2023 at 1:52 PM  
**To:** Sharyn Henning <[shenning@gmssf.com](mailto:shenning@gmssf.com)>  
**Cc:** Daniel Laughlin <[dlaughlin@gmsnf.com](mailto:dlaughlin@gmsnf.com)>  
**Subject:** Fwd: Pay invoice 1957 from Shade America, Inc. with a few clicks

Hi Sharyn,

I am forwarding you an updated first 50% invoice from Shade America for \$5,445.00. I noticed on the original invoice that the BILL TO: ws to me - Marc Rousseau @ St. John's Golf & CC. I had them reissue the invoice with the proper BILL TO: Sampson Creek CDD

I hope this helps.

Feel free to reach out with any questions.

**Marc J. Rousseau**

Operations Manager

904-803-2763

Sampson Creek @ St. John's Golf & CC

219 St. John's Golf Drive

St. Augustine, FL 32092

----- Forwarded message -----

From: **Shade America, Inc.** <[quickbooks@notification.intuit.com](mailto:quickbooks@notification.intuit.com)>

Date: Thu, Jan 26, 2023 at 1:30 PM

Subject: Pay invoice 1957 from Shade America, Inc. with a few clicks

To: <[mrousseau@rmsnf.com](mailto:mrousseau@rmsnf.com)>

Cc: <[sholton.shadeamerica@outlook.com](mailto:sholton.shadeamerica@outlook.com)>, <[pienaar@shadeamerica.us](mailto:pienaar@shadeamerica.us)>

#### INVOICE 1957 DETAILS



Shade America, Inc.

**DUE 01/26/2023**

**\$5,445.00**

**[Review and pay](#)**

Powered by QuickBooks

Dear Mark Rousseau,

Here's your invoice! We appreciate your prompt payment.

Thank you for your business!  
Shade America, Inc.

---

**Terms**

Due on receipt

**Deposit**

**\$5,445.00**

50% Deposit Due on  
Supply and Installation of a Replacement Shade Fabric on  
existing frame. Including all labor and equipment.  
Balance Due Upon Completion = \$5,445.00

1 X \$5,445.00

---

Balance due      **\$5,445.00**

**Review and pay**

---



Shade America, Inc.  
3604 Harbor Drive Saint Augustine, FL 32084 US  
(904)217-0516

[sholton.shadeamerica@outlook.com](mailto:sholton.shadeamerica@outlook.com)

<http://www.shadeamerica.com>

---

If you receive an email that seems fraudulent, please check with the business owner before paying.



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5021 Stepp Avenue  
Jacksonville, FL 32216  
Phone (904) 737-3511

# INVOICE

**Remit Payments To:**  
**P.O. Box 551629**  
**Jacksonville, FL 32255**

Invoice Date	Invoice #
2/17/2022	120447

Customer PO #
Agreement

**Bill To:** SC012  
Sampson Creek CDD  
219 St. Johns Golf Drive  
St. Augustine, FL 32092

**Site of Service/Delivery:**  
20/St. Johns CC Amenities  
AV, CCTV, AC  
205 St. Johns Gold Drive  
St Augustine FL 32092

JSC Job #	Terms	Date Shipped	Ship Via
J21-049	Due Upon Receipt	02/17/2022	

Quantity	Item / Description	Unit Price	Amount
1.00	Billing per the attached Schedule of Values.	6,131.00	6,131.00

Sub-Total	6,131.00
-----------	----------

Tax	0.00
-----	------

<b>Total Invoice Amount</b>	6,131.00
-----------------------------	----------

## Conditions of Sale

JSC Systems, Inc. (JSC) shall have the title to and the right to possession of the equipment until the receipt of total payment. All accounts are payable in Duval County, Florida. Failure to pay the amount due shall constitute a default and JSC may repossess the equipment without notice. Purchaser agrees to pay JSC's cost and expense of collection and/or repossession, including the maximum attorney's fees permitted by law.

## APPLICATION AND CERTIFICATE FOR PAYMENT

PAGE ONE OF 2 PAGES

## TO OWNER:

Parker Electric  
109 Industrial Loop N  
Orange Park FL 32073

## PROJECT:

St. Johns CC Amenities  
205 St. Johns Gold Drive  
St Augustine FL 32092

## APPLICATION #:

9

## Distribution to:

## PERIOD TO:

2/28/2022

## PROJECT NOS:

J21-049

## FROM CONTRACTOR:

JSC Systems, Inc.  
PO Box 551629

Jacksonville, Florida 32255-1629

## VIA ARCHITECT:

## CONTRACT DATE:

3/3/2021

<input type="checkbox"/>	Owner
<input type="checkbox"/>	Const. Mgr
<input type="checkbox"/>	Architect
<input checked="" type="checkbox"/>	Contractor

## CONTRACT FOR:

## CONTRACTOR'S APPLICATION FOR PAYMENT

Application is made for payment, as shown below, in connection with this Contract:  
Continuation Sheet is attached:

1. ORIGINAL CONTRACT SUM-----	\$	102,800.31
2. Net Change by Change Order-----	\$	0.00
3. CONTRACT SUM TO DATE (Line 1 +/- 2)	\$	102,800.31
4. TOTAL COMPLETED & STORED TO DATE- (Column G on Continuation Sheet)	\$	94,178.20
5. Retainage:		
a. _____ of Completed Work (Columns D+E on Continuation Sheet)	\$	0.00
a. _____ of Stored Material (Columns F on Continuation Sheet)	\$	0.00
Total Retainage (Line 5a + 5b or Total in Column 1 of Continuation Sheet-----	\$	94,178.20
6. TOTAL EARNED LESS RETAINAGE----- (Line 4 less Line 5 Total)	\$	94,178.20
7. LESS PREVIOUS CERTIFICATES FOR PAYMENT (Line 6 from prior Certificate)-----		
8. CURRENT PAYMENT DUE-----	\$	88,047.20
9. BALANCE TO FINISH, INCLUDING RETAINAGE (Line 3 less Line 6)	\$	8,622.11

CHANGE ORDER SUMMARY	ADDITIONS	DEDUCTIONS
Total changes approved in previous months by Owner.		
Total approved this Month		
TOTALS		
NET CHANGE by Change Order		

The undersigned Contractor certifies that to the best of the Contractor's knowledge, information and belief the Work covered by this Application for Payment has been completed in accordance with the Contract Documents, that all amounts have been paid by the Contractor for Work for which previous Certificates for Payment were issued and payment received from the Owner, and that current payment shown therein is now due.

## CONTRACTOR:

By: [Signature]Date: 2/17/22State of: FloridaCounty of: Duval

Subscribed and sworn to before  
me this 17th day of February, 2022

Notary Public: Chandra F. WrightMy Commission expires: 3/22/2025

CHANDRA F. WRIGHT  
Commission # HH 105974  
Expires March 22, 2025  
Bonded Thru Budget Notary Services

## CERTIFICATE FOR PAYMENT

In accordance with Contract Documents, based on on-site observations and the data comprising application, the Architect certifies to the Owner that to the best of the Architects knowledge, information and belief the Work has progressed as indicated, the quality of the Work is in accordance with the Contract Documents, and the Contractor is entitled to payment of the AMOUNT CERTIFIED.

## AMOUNT CERTIFIED-----\$

(Attach explanation if amount certified differs from the amount applied for. Initial all figures on this application and on the Continuation Sheet that are changed to conform to the amount certified.)

## ARCHITECT:

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

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

This Certificate is not negotiable. The AMOUNT CERTIFIED is payable only to the Contractor named herein. Issuance, payment and acceptance of payment are without prejudice to any rights of the Owner or Contractor under this Contract.



**CONTINUATION SHEET**

Page 2 of 2 Pages

ATTACHMENT TO PAY APPLICATION

APPLICATION NUMBER: 9

PROJECT:

APPLICATION DATE: 2/14/2022

St. Johns CC Amenities

PERIOD TO: 2/28/2022

ARCHITECT'S PROJECT NO:

A	B	C	D	E	F	G		H	I
Item No.	Description of Work	Scheduled Value	Work Completed		Materials Presently Stored (Not In D or E)	Total Completed And Stored To Date (D + E + F)	% (G/C)	Balance To Finish (C - G)	Retainage
			From Previous Application (D + E)	This Period					
1	AV Material	\$38,520.20	\$38,520.20			\$38,520.20	100%	\$46.61	
2	AV Labor	\$16,064.20	\$16,017.59			\$16,017.59	100%		
3									
4	CCTV Material	\$24,515.25	\$24,515.25			\$24,515.25	100%	\$446.00	
5	CCTV Labor	\$5,346.00	\$4,900.00			\$4,900.00	92%		
6									
7	Access Material	\$2,658.16	\$2,658.16			\$2,658.16	100%	\$81.15	
8	Access Labor	\$1,517.15	\$1,436.00			\$1,436.00	95%		
9									
10	Service agreement	\$14,179.35				\$6,131.00	\$6,131.00	43%	
11									
12									
13									
14									
15									
16									
17									
18									
19									
20									
21									
22									
23									
24									
25									
	SUBTOTAL PAGE 2	\$102,800.31	\$88,047.20	\$6,131.00		\$94,178.20	92%	\$8,622.11	

**Subject:** Re: Sampson Creek JSC Invoices

**Date:** Thursday, February 2, 2023 at 9:41:24 AM Eastern Standard Time

**From:** Daniel Laughlin <dlaughlin@gmsnf.com>

**To:** Sharyn Henning <shenning@gmssf.com>

Hey Sharyn,

Yea, thats fine. I spoke with him yesterday and he does think items like the shade structure would fall under recreational enhancements. He is going to talk the Counsel about the other times.

Thank you

**Daniel Laughlin**

**Governmental Management Services, LLC**

**District Manager**

**475 West Town Place, Suite 114**

**Saint Augustine, Florida 32092**

**(904)-940-5850 x401 (Office)**

**(904)-940-5899 (Fax)**

**[dlaughlin@gmsnf.com](mailto:dlaughlin@gmsnf.com)**

On Feb 2, 2023, at 9:32 AM, Sharyn Henning <[shenning@gmssf.com](mailto:shenning@gmssf.com)> wrote:

Daniel,

Leah is getting pressure from this vendor. Can I pay from capital reserve today and then once the engineer responds, get the CDD reimbursed from bond funds?

**Sharyn Henning, CPA\***

GMS-SF, LLC

5385 North Nob Hill Road

Sunrise, FL 33351

(954) 721-8681 x205

[www.govmgtsvc.com](http://www.govmgtsvc.com)

[shenning@gmssf.com](mailto:shenning@gmssf.com)

**\*Regulated by the State of Florida**

<image001.gif>

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**From:** Daniel Laughlin <[dlaughlin@gmsnf.com](mailto:dlaughlin@gmsnf.com)>  
**Date:** Monday, January 30, 2023 at 10:20 AM  
**To:** Sharyn Henning <[shenning@gmssf.com](mailto:shenning@gmssf.com)>  
**Subject:** Re: Sampson Creek JSC Invoices

Hey Sharyn,

I haven't had any luck getting a hold of him. I'm pretty sure this would fall under the recreational enhancements but Alex will be the one to sign the req so need to make sure he is ok with it

Thank you

**Daniel Laughlin**  
Governmental Management Services, LLC  
District Manager  
475 West Town Place, Suite 114  
Saint Augustine, Florida 32092  
(904)-940-5850 x401 (Office)  
(904)-940-5899 (Fax)  
[dlaughlin@gmsnf.com](mailto:dlaughlin@gmsnf.com)

On Jan 30, 2023, at 10:18 AM, Sharyn Henning <[shenning@gmssf.com](mailto:shenning@gmssf.com)> wrote:

Daniel,

Am I paying this out of Capital Reserve or is the engineer preparing a requisition?

**Sharyn Henning, CPA\***  
GMS-SF, LLC  
5385 North Nob Hill Road  
Sunrise, FL 33351  
(954) 721-8681 x205  
[www.govmgtsvc.com](http://www.govmgtsvc.com)  
[shenning@gmssf.com](mailto:shenning@gmssf.com)



**\*Regulated by the State of Florida**  
<image001.gif>

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**From:** Daniel Laughlin <[dlaughlin@gmsnf.com](mailto:dlaughlin@gmsnf.com)>  
**Date:** Thursday, January 26, 2023 at 1:53 PM  
**To:** Sharyn Henning <[shenning@gmssf.com](mailto:shenning@gmssf.com)>  
**Cc:** Leah Tincher <[sjgccmanager@rmsnf.com](mailto:sjgccmanager@rmsnf.com)>  
**Subject:** Re: Sampson Creek JSC Invoices

Hey Sharyn,

The attached invoice is good to pay. There is still one final payment outstanding but there are items they need to complete before that is released.

I'm thinking we could pay this from the bond funds. I see the other invoices were paid from Capital, is it possible to reimburse that from the bond funds?

Thank you

**[Daniel Laughlin](mailto:dlaughlin@gmsnf.com)**  
**Governmental Management Services, LLC**  
**District Manager**  
**475 West Town Place, Suite 114**  
**Saint Augustine, Florida 32092**  
**(904)-940-5850 x401 (Office)**  
**(904)-940-5899 (Fax)**  
**[dlaughlin@gmsnf.com](mailto:dlaughlin@gmsnf.com)**

On Jan 26, 2023, at 1:22 PM, Sharyn Henning <[shenning@gmssf.com](mailto:shenning@gmssf.com)> wrote:

Here you go!

**Sharyn Henning, CPA\***

GMS-SF, LLC

5385 North Nob Hill Road

Sunrise, FL 33351

(954) 721-8681 x205

[www.govmgtsvc.com](http://www.govmgtsvc.com)

[shenning@gmssf.com](mailto:shenning@gmssf.com)

**\*Regulated by the State of Florida**

<image001.gif>

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**From:** Daniel Laughlin <[dlaughlin@gmsnf.com](mailto:dlaughlin@gmsnf.com)>

**Date:** Thursday, January 26, 2023 at 1:14 PM

**To:** Sharyn Henning <[shenning@gmssf.com](mailto:shenning@gmssf.com)>

**Subject:** Sampson Creek JSC Invoices

Hey Sharyn,

When you have some time could you send me the invoices that were paid out of capital reserves to JSC Systems at Sampson Creek starting from the 8/31/21 invoice #117245 to that last check on 2/28/22 invoice #120629, should be 9 invoices in total.

They are requesting payment and want to see what all has been paid since this project started before I was working with this District.

Thanks you

***Daniel Laughlin***

***Governmental Management Services, LLC***

***District Manager***

***475 West Town Place, Suite 114***

***Saint Augustine, Florida 32092***

(904)-940-5850 x401 (Office)

(904)-940-5899 (Fax)

[dlaughlin@gmsnf.com](mailto:dlaughlin@gmsnf.com)

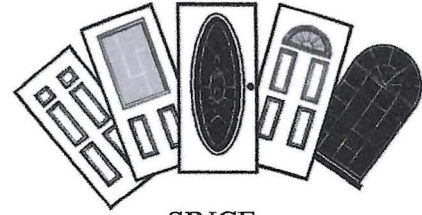
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2021 .pdf><CHK-INV ck 000215 01-05-2022 .pdf><CHK-INV ck 000220  
02-17-2022 .pdf><CHK-INV ck 000222 03-02-2022 .pdf>

<120447.pdf>



12/13/22

# QUOTATION



SINCE  
1985

QUOTATION NO.

Q22-42359

2220 Corporate Square Blvd  
Jacksonville, FL 32216  
Ph (904) 727-6811 Fx (904) 727-6813  
CBC035180 CBC048957 CBC1261470

"Our Success Hinges On Your Satisfaction"

CUSTOMER INFO:

Riverside Mangement Services  
9655 Florida Mining Blvd Bldg 300 Ste 305  
Jackssonville, FL 32257  
(904) 288-7667

Job:

Sampson Creek CDD  
219 St Johns Golf Drive  
St Augustine, FL 32092

QTY

DESCRIPTION

- Gym (Left Side)
- 2 Plastpro Smooth Fiberglass Prehung Sidelite  
Style: Full View  
Glass: Insulated LoE - Clear  
Frame: 6 9/16 Smooth Composite  
Hinges: N/A  
Swing: Non Operable  
Sill: Box Sill  
Bore: N/A  
Weather Stripping: N/A  
Panel Finish: Unfinished  
Frame Finish: Unfinished  
Note: Non-Operable Panels
- 1 Installation of Unfinished Single Prehung Sidelite 7/0  
Note: Install 2 Sidelite's As Double Prehung
- 1 Trim and install supplies inc. trim as needed, screws, shims, caulk, etc.  
Note: Reuse Existing Trim - Customer To Paint  
Unless otherwise noted, trim to come primed only. Nail fill & Painting to be done by others.
- 1 Haul Away Old Door(s) & Debris
- Gym (Center)

Total

1/2 Down Required to Order  
Balance Due AT Completion

x   
Customer approval to proceed  
All deposits are non refundable

\*\*This quote is valid for 7 days\*\*

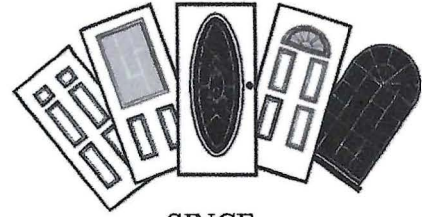
[WWW.ACEDOOR.COM](http://WWW.ACEDOOR.COM)

REP: VAH

Year Built

12/13/22

# QUOTATION



SINCE  
1985

QUOTATION NO.

Q22-42359

2220 Corporate Square Blvd

Jacksonville, FL 32216

Ph (904) 727-6811 Fx (904) 727-6813

CBC035180 CBC048957 CBC1261470

"Our Success Hinges On Your Satisfaction"

**CUSTOMER INFO:**

Riverside Mangement Services  
9655 Florida Mining Blvd Bldg 300 Ste 305  
Jackssonville, FL 32257

(904) 288-7667

**Job:**

Sampson Creek CDD  
219 St Johns Golf Drive  
St Augustine, FL 32092

QTY

DESCRIPTION

- 2 Smooth Fiberglass Prehung Sidelite  
Style: Full View  
Glass: Insulated LoE - Clear  
Frame: 6 9/16 Smooth Composite  
Hinges: N/A  
Swing: Non Operable  
Sill: Box Sill  
Bore: N/A  
Weather Stripping: N/A  
Panel Finish: Unfinished  
Frame Finish: Unfinished
- 1 Installation of Unfinished Single Prehung Sidelite 7/0  
Note: Install 2 Sidelite's As Double Prehung
- 1 Trim and install supplies inc. trim as needed, screws, shims, caulk, etc.  
Note: Reuse Existing Trim - Customer To Paint  
Unless otherwise noted, trim to come primed only. Nail fill & Painting to be done by others.
- 1 Haul Away Old Door(s) & Debris

Gym (Right Side)

**Total**

1/2 Down Required to Order  
Balance Due AT Completion

x   
Customer approval to proceed

All deposits are non refundable

**\*\*This quote is valid for 7 days\*\***

**WWW.ACEDOOR.COM**

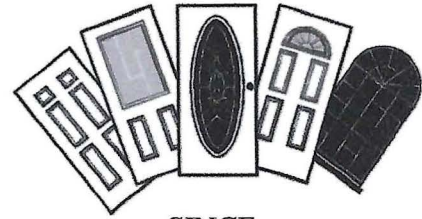
REP: VAH

Year Built



12/13/22

# QUOTATION



SINCE  
1985

QUOTATION NO.

Q22-42359

2220 Corporate Square Blvd  
Jacksonville, FL 32216  
Ph (904) 727-6811 Fx (904) 727-6813  
CBC035180 CBC048957 CBC1261470

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**CUSTOMER INFO:**

Riverside Mangement Services  
9655 Florida Mining Blvd Bldg 300 Ste 305  
Jackssonville, FL 32257

(904) 288-7667

**Job:**

Sampson Creek CDD  
219 St Johns Golf Drive  
St Augustine, FL 32092


QTY	DESCRIPTION
2	Smooth Fiberglass Prehung Sidelite Style: Full View Glass: Insulated LoE - Clear Frame: 6 9/16 Smooth Composite Hinges: N/A Swing: Non Operable Sill: Box Sill Bore: N/A Weather Stripping: N/A Panel Finish: Unfinished Frame Finish: Unfinished
1	Installation of Unfinished Single Prehung Sidelite 7/0 Note: Install 2 Sidelite's As Double Prehung
1	Trim and install supplies inc. trim as needed, screws, shims, caulk, etc. Note: Reuse Existing Trim - Customer To Paint Unless otherwise noted, trim to come primed only. Nail fill & Painting to be done by others.
1	Haul Away Old Door(s) & Debris
1	Residential Permit Handling Fee (Permit & NOC charges are NOT included & will be billed at cost on FINAL Invoice) *Note: Owner or Owners agent may need to call Building Dept to schedule Final Inspection and be available for all inspections if applicable, with permit paperwork on site. If inspector arrives to site but can not gain access, a reinspection fee will be incurred at the responsibility of the home owner.
1	Lead Time: 7 To 8 Week's Note: Lead Times Are Subject To Change *** No Painting or Staining Included ***
1	Removal & reinstallation of blinds, plantation shutters, window treatments, etc. to be by others.

Unless otherwise noted:

Alarm reconnection, nail fill, permitting & fees, hurricane shuttering, painting and/or staining, are NOT included in the above price. Not responsible for condition of used or customer supplied locks (call backs are subject to service fee on customer supplied locks) Lead times are ESTIMATES, not promises. Home owners are responsible for being on premise during inspections. All balances are due at time of completion of work. A late fee of 1 1/2% per month with a 35.00 minimum will be added to all past due invoices. We will accept a maximum credit card charge of \$2500.00 per project. If you wish to use a credit card for more than that we will add a 3.5% convenience fee for all charges over 2500.00.

**Total** \$10,685.23

1/2 Down Required to Order  
Balance Due AT Completion

x   
Customer approval to proceed  
All deposits are non refundable

**\*\*This quote is valid for 7 days\*\***

**WWW.ACEDOOR.COM**

REP: VAH

Year Built



**Subject:** Re: ACE Door & Window First Payment  
**Date:** Thursday, February 2, 2023 at 3:33:05 PM Eastern Standard Time  
**From:** Marc Rousseau <mrousseau@rmsnf.com>  
**To:** Sharyn Henning <shenning@gmssf.com>  
**Attachments:** image001.gif, ACE Door Signed Quote.pdf

Hey Sharyn,

My fault. I may have forgotten to send you the invoice/quote from ACE Door & Window. It is attached to this email.

**Marc J. Rousseau**

Operations Manager  
904-803-2763  
Sampson Creek @ St. John's Golf & CC  
219 St. John's Golf Drive  
St. Augustine, FL 32092

On Thu, Feb 2, 2023 at 2:44 PM Sharyn Henning <[shenning@gmssf.com](mailto:shenning@gmssf.com)> wrote:

I don't see it being paid. When did you send the invoice?

**Sharyn Henning, CPA\***

GMS-SF, LLC  
5385 North Nob Hill Road  
Sunrise, FL 33351  
(954) 721-8681 x205  
[www.govmgtsvc.com](http://www.govmgtsvc.com)  
[shenning@gmssf.com](mailto:shenning@gmssf.com)

**\*Regulated by the State of Florida**



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**From:** Marc Rousseau <[mrrousseau@rmsnf.com](mailto:mrrousseau@rmsnf.com)>

**Date:** Thursday, February 2, 2023 at 2:38 PM

**To:** Sharyn Henning <[shenning@gmssf.com](mailto:shenning@gmssf.com)>

**Subject:** ACE Door & Window First Payment

Hey Sharyn,

Are you able to tell me if the first 50% payment was made to ACE Door & Window, and if so, when did it go out? If it hasn't been sent, do you know when it will go out? I ask for the company because the fabrication process will begin once they have the deposit.

**Marc J. Rousseau**

Operations Manager

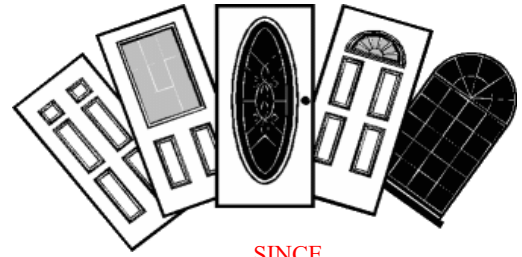
904-803-2763

Sampson Creek @ St. John's Golf & CC

219 St. John's Golf Drive

St. Augustine, FL 32092

03/31/23

**INVOICE**SINCE  
1985

Invoice NO.
123-19231

2220 Corporate Square Blvd  
Jacksonville, FL 32216  
Ph (904) 727-6811 Fx (904) 727-6813  
CBC035180 CBC048957 CBC1261470

**"Our Success Hinges On Your Satisfaction"**

BILL TO	SHIP TO
Riverside Mangement Services 9655 Florida Mining Blvd Bldg 300 Ste 305 Jacksssonville, FL 32257	Sampson Creek CDD 219 St Johns Golf Drive St Augustine, FL 32092

QTY	DESCRIPTION
	Gym (Left Side)
2	Plastpro Smooth Fiberglass Prehung Sidelite Style: Full View Glass: Insulated LoE - Clear Frame: 6 9/16 Smooth Composite Hinges: N/A Swing: Non Operable Sill: Box Sill Bore: N/A Weather Stripping: N/A Panel Finish: Unfinished Frame Finish: Unfinished Note: Non-Operable Panels
1	Installation of Unfinished Single Prehung Sidelite 7/0 Note: Install 2 Sidelite's As Double Prehung
1	Trim and install supplies inc. trim as needed, screws, shims, caulk, etc. Note: Reuse Existing Trim - Customer To Paint Unless otherwise noted, trim to come primed only. Nail fill & Painting to be done by others.
1	Haul Away Old Door(s) & Debris
	Gym (Center)

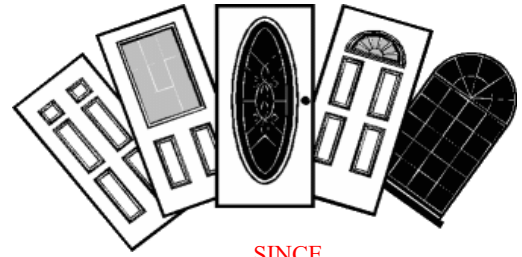
**Total****Payments/Credits****Balance Due**

REP:

VAH



03/31/23

**INVOICE**SINCE  
1985

Invoice NO.
123-19231

2220 Corporate Square Blvd  
Jacksonville, FL 32216  
Ph (904) 727-6811 Fx (904) 727-6813  
CBC035180 CBC048957 CBC1261470

**"Our Success Hinges On Your Satisfaction"**

BILL TO	SHIP TO
Riverside Mangement Services 9655 Florida Mining Blvd Bldg 300 Ste 305 Jackssnville, FL 32257	Sampson Creek CDD 219 St Johns Golf Drive St Augustine, FL 32092

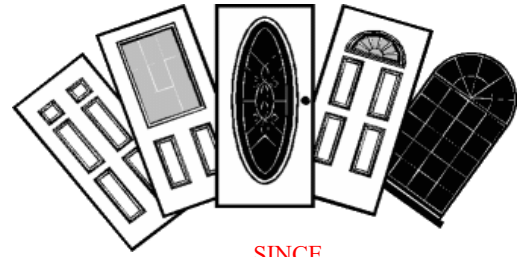
QTY	DESCRIPTION
2	Smooth Fiberglass Prehung Sidelite Style: Full View Glass: Insulated LoE - Clear Frame: 6 9/16 Smooth Composite Hinges: N/A Swing: Non Operable Sill: Box Sill Bore: N/A Weather Stripping: N/A Panel Finish: Unfinished Frame Finish: Unfinished
1	Installation of Unfinished Single Prehung Sidelite 7/0 Note: Install 2 Sidelite's As Double Prehung
1	Trim and install supplies inc. trim as needed, screws, shims, caulk, etc. Note: Reuse Existing Trim - Customer To Paint Unless otherwise noted, trim to come primed only. Nail fill & Painting to be done by others.
1	Haul Away Old Door(s) & Debris  Gym (Right Side)

**Total****Payments/Credits****Balance Due**

REP:

VAH

03/31/23

**INVOICE**SINCE  
1985

Invoice NO.
123-19231

2220 Corporate Square Blvd  
Jacksonville, FL 32216  
Ph (904) 727-6811 Fx (904) 727-6813  
CBC035180 CBC048957 CBC1261470

**"Our Success Hinges On Your Satisfaction"**

BILL TO	SHIP TO
Riverside Mangement Services 9655 Florida Mining Blvd Bldg 300 Ste 305 Jackssnville, FL 32257	Sampson Creek CDD 219 St Johns Golf Drive St Augustine, FL 32092

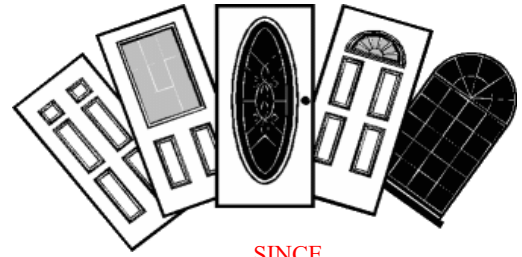
QTY	DESCRIPTION
2	Smooth Fiberglass Prehung Sidelite Style: Full View Glass: Insulated LoE - Clear Frame: 6 9/16 Smooth Composite Hinges: N/A Swing: Non Operable Sill: Box Sill Bore: N/A Weather Stripping: N/A Panel Finish: Unfinished Frame Finish: Unfinished
1	Installation of Unfinished Single Prehung Sidelite 7/0 Note: Install 2 Sidelite's As Double Prehung
1	Trim and install supplies inc. trim as needed, screws, shims, caulk, etc. Note: Reuse Existing Trim - Customer To Paint Unless otherwise noted, trim to come primed only. Nail fill & Painting to be done by others.
1	Haul Away Old Door(s) & Debris
1	Residential Permit Handling Fee (Permit & NOC charges are NOT included & will be billed at cost on FINAL Invoice) *Note: Owner or Owners agent may need to call Building Dept to schedule Final Inspection and be available for all inspections if applicable, with permit paperwork on site. If inspector arrives to site but can not gain access, a reinspection fee will be incurred at the responsibility of the home owner.

**Total****Payments/Credits****Balance Due**

REP:

VAH

03/31/23

**INVOICE**SINCE  
1985**"Our Success Hinges On Your Satisfaction"**

Invoice NO.
123-19231

2220 Corporate Square Blvd  
 Jacksonville, FL 32216  
 Ph (904) 727-6811 Fx (904) 727-6813  
 CBC035180 CBC048957 CBC1261470

BILL TO	SHIP TO
Riverside Mangement Services 9655 Florida Mining Blvd Bldg 300 Ste 305 Jackssonsville, FL 32257	Sampson Creek CDD 219 St Johns Golf Drive St Augustine, FL 32092

QTY	DESCRIPTION
1	<p>Lead Time: 7 To 8 Week's            Note: Lead Times Are Subject To Change            *** No Painting or Staining Included ***</p> <p>Removal &amp; reinstallation of blinds, plantation shutters, window treatments, etc. to be by others.</p>

Unless otherwise noted:

Alarm reconnection, nail fill, permitting & fees, hurricane shuttering, painting and/or staining, are NOT included in the above price. Not responsible for condition of used or customer supplied locks (call backs are subject to service fee on customer supplied locks) Lead times are ESTIMATES, not promises. Home owners are responsible for being on premise during inspections. All balances are due at time of completion of work. Invoices become past due 30 days after completion of work. A late fee of 1 1/2% per month with a 35.00 minimum will be added to all past due invoices. We will accept a maximum credit card charge of \$2500.00 per project. If you wish to use a credit card for more than that we will add a 3.5% convenience fee for all charges over 2500.00.

<b>Total</b>	\$10,685.23
<b>Payments/Credits</b>	-\$5,342.62
<b>Balance Due</b>	<b>\$5,342.61</b>

REP: VAH