

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

*September 21, 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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September 14, 2023

Board of Supervisors  
Sampson Creek Community Development District

Dear Board Members:

The Sampson Creek Community Development District Meeting is scheduled for **Thursday, September 21, 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. Brightview Landscape Update
  - A. Quality Site Assessment
  - B. Proposals for Tree Removal and Sod at Tennis Courts
  - C. Reports
  - D. Proposals for Irrigation on Leo Maguire
- IV. Consideration of Amenity and Operations Management RFP
- V. Letter from the Fixel Law Firm with Update Regarding FPL Easement Request
- VI. Discussion of Pickleball Courts
- VII. Ratification of Requisition No. 141
- VIII. Staff Reports
  - A. Attorney

- B. Engineer
- C. Manager
- D. Amenities & Recreation Manager
- E. Operations Manager
  - 1. Report & Updates on Approved Projects
  - 2. Lake Doctors Report
  - 3. Soccer Field Maintenance Report
- IX. Supervisors' Request
- X. Public Comments
- XI. Approval of Consent Agenda
  - A. Approval of Minutes of the August 17, 2023 Meeting
  - B. Balance Sheet as of August 31, 2023 and Statement of Revenues & Expenditures for the Period Ending August 31, 2023
  - C. Check Register
- XII. Next Scheduled Meeting – October 19, 2023 @ 6:00 p.m. @ St. Johns Golf & Country Club Meeting Room
- XIII. Adjournment

*THIRD ORDER OF BUSINESS*

*A.*



# Quality Site Assessment

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

## General Information

- DATE:** Monday, Sep 11, 2023
- NEXT QSA DATE:** Friday, Dec 08, 2023
- CLIENT ATTENDEES:** Daniel Laughlin, Christopher Efaw
- BRIGHTVIEW ATTENDEES:** Daniel Bauman

## Customer Focus Areas

Amenity, Common Roadside areas, CR 210 Frontage and Monument Entry points

## Quality you can count on.

<h1>7</h1> <p>Seven Standards of Excellence</p>	 <p>1 Site Cleanliness</p>	 <p>2 Weed Free</p>	 <p>3 Green Turf</p>
	 <p>4 Crisp Edges</p>	 <p>5 Spectacular Flowers</p>	 <p>6 Uniformly Mulched Beds</p>



## Recommendations for Property Enhancements



- 1** Recommend re-sodding the areas that have declined around the front of the tennis courts.

# QUALITY SITE ASSESSMENT

Governmental Management Services\_Sampson Creek CDD



## Notes to Owner / Client



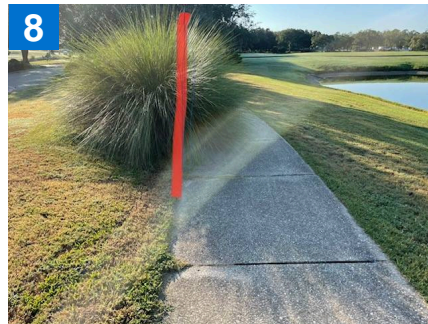
- 1** The privacy hedges that runs the perimeter of the pool is filling out nicely.
- 2** A proposal has been submitted to remove the Ligustrum tree for installation of security camera.
- 3** Fall flower rotations is scheduled for the end of the month .
- 4** Noticed dye off to the Walters Viburnums , saw no signs of bugs or fungus. Possible something was spilt on them.

# QUALITY SITE ASSESSMENT

Governmental Management Services\_Sampson Creek CDD



## Notes to Owner / Client



- 5** A proposal has been submitted to remove and stump grind the declining Holly tree.
- 6** Palm tree pruning will be scheduled to be completed within the month of September.
- 7** Noticed a street sign that was blocked by hanging branches. I've asked the crew leader to limb up the canopy to expose the street sign.
- 8** I've asked the crew to cut the ornamental grasses off the sidewalks.



*B.*

## Proposal for Extra Work at Sampson Creek CDD

Property Name	Sampson Creek CDD	Contact	Daniel Laughlin
Property Address	219 St Johns Golf Dr St Augustine, FL 32092	To Billing Address	Sampson Creek CDD 475 West Town PI Ste 114 St. Augustine, FL 32095
Project Name	Sampson Creek - Remove declining Holly tree		
Project Description	Remove declining Holly tree and stump grind		

### Scope of Work

QTY	UoM/Size	Material/Description
1.00	LUMP SUM	Remove declining Holly tree and stump grind. Price will include labor and materials.

### Images

**Pic 5**



For internal use only

**SO#** 8226075  
**JOB#** 346100574  
**Service Line** 300

**Total Price** \$705.00

**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

**Property Manager**

Signature \_\_\_\_\_ Title \_\_\_\_\_

**Daniel Laughlin** **September 11, 2023**

Printed Name \_\_\_\_\_ Date \_\_\_\_\_

### BrightView Landscape Services, Inc. "Contractor"

**Specialist, Production**

Signature \_\_\_\_\_ Title \_\_\_\_\_

**Daniel Bauman** **September 11, 2023**

Printed Name \_\_\_\_\_ Date \_\_\_\_\_

**Job #: 346100574**

**SO #: 8226075**

**Proposed Price: \$705.00**

## Proposal for Extra Work at Sampson Creek CDD

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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	Sampson Creek - Sod tennis courts		
Project Description	Install so out front of the tennis courts		

### Scope of Work

QTY	UoM/Size	Material/Description
1.00	LUMP SUM	Labor to demo, prep area and dispose of debris.
900.00	SQUARE FEET	Deliver and install 2 pallets of St. Augustine sod.
1.00	LUMP SUM	Irrigation tech to follow up and retro fit system to for proper water coverage and new scheduled run times.

### Images

**Pic 4**



For internal use only

**SO#** 8226090  
**JOB#** 346100574  
**Service Line** 130

**Total Price** \$1,733.16

**THIS IS NOT AN INVOICE**

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11530 Davis Creek Court, Jacksonville, FL 32256 ph. (904) 292-0716 fax (904) 292-1014



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Customer

**Property Manager**

Signature _____	Title _____
<b>Daniel Laughlin</b>	<b>September 11, 2023</b>
Printed Name _____	Date _____

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

**Specialist, Production**

Signature _____	Title _____
<b>Daniel Bauman</b>	<b>September 11, 2023</b>
Printed Name _____	Date _____

**Job #: 346100574**  
**SO #: 8226090**                      **Proposed Price: \$1,733.16**

*C.*

## Service Communication Report

Property Name: Sampson Creek

Date: 9/5/23

The following landscape maintenance services were performed on your property today.  
 If you have any questions about your service please call us at:

**Grounds Maintenance Customer Service (904)-292-0716**

Turf		Landscape Beds		Fertilization		Pest Control	
Mowing	<input checked="" type="checkbox"/>	Pruning	<input checked="" type="checkbox"/>	Turf	<input type="checkbox"/>	Turf	Trees
Edging	<input type="checkbox"/>	Hedging	<input type="checkbox"/>	Trees	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Curbs	<input checked="" type="checkbox"/>	Weeding	<input checked="" type="checkbox"/>	Shrubs	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Beds	<input type="checkbox"/>	Trees	<input type="checkbox"/>	Annuals	<input type="checkbox"/>	Shrubs	Fire Ants
Line Trim	<input checked="" type="checkbox"/>	Pruning	<input type="checkbox"/>			<input type="checkbox"/>	<input type="checkbox"/>
		Palms	<input type="checkbox"/>				
		Pruning	<input type="checkbox"/>				
Irrigation		Planting		Clean Up		Other Services Performed	
Inspect	<input type="checkbox"/>	Annuals	<input type="checkbox"/>	Trash	<input checked="" type="checkbox"/>		
Adjust	<input type="checkbox"/>	Shrubs	<input type="checkbox"/>	Leaves &	<input type="checkbox"/>		
Repair	<input type="checkbox"/>	Mulch	<input type="checkbox"/>	Debris	<input checked="" type="checkbox"/>		

**Comments, Areas Which Require Special Attention Or Work:**

mow, edge concrete, line trim, blow off property. Spray weeds in pool area. Pruned shrubs at tennis court.

**\*\*If you have any concerns please let me know and we will schedule to get it done.  
hand pulled weeds from flower beds.**

Service Provided By: 

## Service Communication Report

Property Name: Sampson Creek

Date: 9/11/23

The following landscape maintenance services were performed on your property today.  
 If you have any questions about your service please call us at:


**Grounds Maintenance Customer Service (904)-292-0716**

Turf		Landscape Beds		Fertilization		Pest Control	
Mowing	<input checked="" type="checkbox"/>	Pruning	<input type="checkbox"/>	Turf	<input type="checkbox"/>	Turf	Trees
Edging	<input type="checkbox"/>	Hedging	<input type="checkbox"/>	Trees	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Curbs	<input checked="" type="checkbox"/>	Weeding	<input checked="" type="checkbox"/>	Shrubs	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Beds	<input type="checkbox"/>	Trees	<input type="checkbox"/>	Annuals	<input type="checkbox"/>	Shrubs	Fire Ants
Line Trim	<input checked="" type="checkbox"/>	Pruning	<input type="checkbox"/>			<input type="checkbox"/>	<input type="checkbox"/>
		Palms	<input type="checkbox"/>				
		Pruning	<input type="checkbox"/>				
Irrigation		Planting		Clean Up		Other Services Performed	
Inspect	<input type="checkbox"/>	Annuals	<input type="checkbox"/>	Trash	<input checked="" type="checkbox"/>		
Adjust	<input type="checkbox"/>	Shrubs	<input type="checkbox"/>	Leaves &	<input type="checkbox"/>		
Repair	<input type="checkbox"/>	Mulch	<input type="checkbox"/>	Debris	<input checked="" type="checkbox"/>		

**Comments, Areas Which Require Special Attention Or Work:**

mow, edge concrete, line trim, and blow off at Clubhouse. Tip shrubs at Soccer Field  
 mow, edge beds, line trim, and blow off common areas.

**\*\*If you have any concerns please let me know and we will schedule to get it done.  
 hand pulled weeds from flower beds.**

Service Provided By: 



Irrigation Report

Even DAY.

Job # OK1  
 Clock #: \_\_\_\_\_ of \_\_\_\_\_

Property Name: Spring 9  
 Tech Name: Colo R

Run Time

1.00 1.00 1.00

Prog	Run Days	Start Time	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24
Spray   Rotor   Drip:			S	S	S	S		R	S	S	R	S	S		R	R	R			R	R	R		S	S	S
A	S M T W TH F S	9:15	30	30	30	15	45	45	30	30	30	15	30		1.00	1.00	1.00			45	45	45		15	15	15
B	S M T W TH F S	5:00																								
C	S M T W TH F S																									
D	S M T W TH F S																									
E	S M T W TH F S																									
F	S M T W TH F S																									

Date: 23/Jan/23  
 Pool OK

front field.      Soccer field.      Pool

Broken Head																										
Broken Riser																										
Missing Head																										
Change Nozzle																										
Lower/ Raise Head																										
Vehicle Damage																										
Straighten Head																										
Adjust Spray																										
Relocate/ Add Head(s)																										
Leaking Pipe																										
Turf/ Plant Condition																										
Valve Inoperable																										
Good Zone																										
Maint. Damage (NO CHARGE)																										

front field.      Soccer field.      Pool

Condition of Clock: \_\_\_\_\_  
 Pump Start: \_\_\_\_\_  
 Pressurized System: \_\_\_\_\_  
 Recycled Water: \_\_\_\_\_  
 Rain Sensor: \_\_\_\_\_

Comments: 1 Lat Need Investigate Road And Dog Tree Front Club House

Prog	Run Days	Start Time	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25
	Spray   Rotor   Drip:		R	R	S	R	S	R	R	R	R	R	R	R	R	R	R	R	R	R	R	R	R	R	R	R	R
A	S M T W TH F S	9:30 AM	40	40	30	40	40	40	40	-	40	40	30	40	30	40	40	40	40	40	40	30	-	30	40	40	59
B	S M T W TH F S	9:30 AM																									75
C	S M T W TH F S	7 AM																									
D	S M T W TH F S																										
E	S M T W TH F S																										
F	S M T W TH F S																										

Broken Head				1/2									2/2															
Broken Riser																												
Missing Head																												
Change Nozzle																												
Lower/ Raise Head																												
Vehicle Damage																												
Straighten Head																												
Adjust Spray																												
Relocate/ Add Head(s)																												
Leaking Pipe							1								1													
Turf/ Plant Condition																												
Valve Inoperable																												
Good Zone																												
Maint. Damage (NO CHARGE)																												

Condition of Clock: \_\_\_\_\_  
 Pump Start: \_\_\_\_\_  
 Resurized System: \_\_\_\_\_  
 Recycled Water: \_\_\_\_\_  
 Rain Sensor: \_\_\_\_\_

Comments: 1 Lt. Rotor zone: East side Property 3, later  
Valves Break lateral side zone 13 mid. Inside B by tree  
Cross Street Eagle Point, Leo Maguire. Scopes 25, 26, 27 rotors  
is set.  
Good.

*D.*

## 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 Billing Address	Sampson Creek CDD 475 West Town PI Ste 114 St. Augustine, FL 32095
Project Name	Sampson Creek- Recommended Repairs Found During Irrigation Audit		
Project Description	Recommended Repairs Found During Irrigation Audit		

### Scope of Work

QTY	UoM/Size	Material/Description	Unit Price	Total	
<b>Hunter Pro C Clock- Zone 1</b>				<b>Subtotal</b>	<b>\$174.98</b>
3.00	EACH	Replace Broken/ Leaking Spray Heads	\$41.66	\$124.98	
5.00	EACH	Replace Broken/ Clogged Nozzles	\$10.00	\$50.00	
<b>HPC- Zone 2</b>				<b>Subtotal</b>	<b>\$30.00</b>
2.00	EACH	Cap Heads	\$10.00	\$20.00	
1.00	EACH	Change Nozzle to Correct Size	\$10.00	\$10.00	
<b>HPC- Zone 3</b>				<b>Subtotal</b>	<b>\$0.00</b>
1.00	EACH	No Repairs Needed at This Time	\$0.00	\$0.00	
<b>HPC- Zone 4</b>				<b>Subtotal</b>	<b>\$346.50</b>
6.00	EACH	Replace Spray with 12" Pop up to Prevent Water on Windows	\$57.75	\$346.50	
<b>HPC- Zone 5</b>				<b>Subtotal</b>	<b>\$300.00</b>
4.00	EACH	Investigate Inoperable Zone	\$75.00	\$300.00	
<b>HPC- Zone 6</b>				<b>Subtotal</b>	<b>\$140.00</b>
13.00	EACH	Change Nozzle to Correct Size	\$10.00	\$130.00	
1.00	EACH	Cap Heads	\$10.00	\$10.00	
<b>HPC- Zone 7</b>				<b>Subtotal</b>	<b>\$300.00</b>
4.00	EACH	Investigate Inoperable Zone	\$75.00	\$300.00	
<b>HPC- Zone 8</b>				<b>Subtotal</b>	<b>\$51.66</b>
1.00	EACH	Replace Broken/ Leaking Spray Heads	\$41.66	\$41.66	
1.00	EACH	Cap Heads	\$10.00	\$10.00	
<b>HPC- Zone 11</b>				<b>Subtotal</b>	<b>\$148.92</b>
1.00	EACH	Change Nozzle to Correct Size	\$10.00	\$10.00	
3.00	EACH	Replace Broken/ Leaking Spray Heads	\$41.66	\$124.98	
1.00	EACH	Straighten Heads	\$13.94	\$13.94	
<b>ICC2 Clock- Zone 1</b>				<b>Subtotal</b>	<b>\$62.00</b>
1.00	EACH	Replace Rotors Broken/ Not Rotating	\$62.00	\$62.00	
<b>ICC2- Zone 2</b>				<b>Subtotal</b>	<b>\$0.00</b>

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## Proposal for Extra Work at Sampson Creek CDD

1.00	EACH	No Repairs Needed at this Time	\$0.00	\$0.00
<b>ICC2- Zone 3</b>			<b>Subtotal</b>	<b>\$124.98</b>
3.00	EACH	Replace Missing Spray Heads	\$41.66	\$124.98
<b>ICC2- Zone 4</b>			<b>Subtotal</b>	<b>\$174.98</b>
5.00	EACH	Change Nozzle to Correct Size	\$10.00	\$50.00
3.00	EACH	Replace Broken/ Leaking Spray Heads	\$41.66	\$124.98
<b>ICC2- Zone 6</b>			<b>Subtotal</b>	<b>\$27.87</b>
2.00	EACH	Straighten Heads	\$13.94	\$27.87
<b>ICC2- Zone 7</b>			<b>Subtotal</b>	<b>\$0.00</b>
1.00	EACH	No Repairs Needed at this Time	\$0.00	\$0.00
<b>ICC2- Zone 8</b>			<b>Subtotal</b>	<b>\$300.00</b>
4.00	EACH	Investigate Inoperable Zone	\$75.00	\$300.00
<b>ICC2- Zone 9</b>			<b>Subtotal</b>	<b>\$300.00</b>
4.00	EACH	Investigate Inoperable Zone	\$75.00	\$300.00
<b>ICC2- Zone 10</b>			<b>Subtotal</b>	<b>\$0.00</b>
1.00	EACH	No Repairs Needed at this Time	\$0.00	\$0.00
<b>ICC2- Zone 11</b>			<b>Subtotal</b>	<b>\$95.75</b>
4.00	EACH	Cap Heads	\$10.00	\$40.00
4.00	EACH	Straighten Heads	\$13.94	\$55.75
<b>ICC2- Zone 12 Low Pressure</b>			<b>Subtotal</b>	<b>\$41.66</b>
1.00	EACH	Replace Broken/ Leaking Spray Heads	\$41.66	\$41.66
<b>ICC2- Zone 13</b>			<b>Subtotal</b>	<b>\$70.00</b>
7.00	EACH	Change Nozzle to Correct Size	\$10.00	\$70.00
<b>ICC2- Zone 14 Low Pressure</b>			<b>Subtotal</b>	<b>\$62.00</b>
1.00	EACH	Replace Rotors Broken/ Not Rotating	\$62.00	\$62.00
<b>ICC2- Zone 15</b>			<b>Subtotal</b>	<b>\$0.00</b>
1.00	EACH	No Repairs Needed at this Time	\$0.00	\$0.00
<b>ICC2- Zone 16</b>			<b>Subtotal</b>	<b>\$62.00</b>
1.00	EACH	Replace Rotors Broken/ Not Rotating	\$62.00	\$62.00
<b>ICC2- Zone 17</b>			<b>Subtotal</b>	<b>\$55.75</b>
4.00	EACH	Straighten Heads	\$13.94	\$55.75
<b>ICC2- Zone 18</b>			<b>Subtotal</b>	<b>\$196.27</b>
1.00	EACH	Replace Rotors Broken/ Not Rotating	\$62.00	\$62.00
1.00	EACH	Repair Broken Lateral Line	\$134.27	\$134.27
<b>ICC2- Zone 19</b>			<b>Subtotal</b>	<b>\$300.00</b>
4.00	EACH	Investigate Inoperable Zone	\$75.00	\$300.00
<b>ICC2- Zone 20</b>			<b>Subtotal</b>	<b>\$67.87</b>
4.00	EACH	Change Nozzle to Correct Size	\$10.00	\$40.00

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## Proposal for Extra Work at Sampson Creek CDD

2.00	EACH	Straighten Heads	\$13.94	\$27.87
<b>ICC2- Zone 21</b>			<b>Subtotal</b>	<b>\$300.00</b>
4.00	EACH	Investigate Inoperable Zone	\$75.00	\$300.00
<b>ICC2- Zone 22</b>			<b>Subtotal</b>	<b>\$67.87</b>
4.00	EACH	Change Nozzle to Correct Size	\$10.00	\$40.00
2.00	EACH	Straighten Heads	\$13.94	\$27.87
<b>ICC2- Zone 23</b>			<b>Subtotal</b>	<b>\$227.81</b>
3.00	EACH	Replace Rotors Broken/ Not Rotating	\$62.00	\$186.00
3.00	EACH	Straighten Heads	\$13.94	\$41.81
<b>ICC2- Zone 24</b>			<b>Subtotal</b>	<b>\$0.00</b>
1.00	EACH	No Repairs Needed at this Time	\$0.00	\$0.00
<b>ICC2- Zone 25 No OHMS</b>			<b>Subtotal</b>	<b>\$300.00</b>
4.00	EACH	Investigate Inoperable Zone	\$75.00	\$300.00
<b>ICC2- Zone 26</b>			<b>Subtotal</b>	<b>\$0.00</b>
1.00	EACH	No Repairs Needed at this Time	\$0.00	\$0.00
<b>ICC2- Zone 27</b>			<b>Subtotal</b>	<b>\$0.00</b>
1.00	EACH	No Repairs Needed at this Time	\$0.00	\$0.00
<b>ICC2- Zone 28</b>			<b>Subtotal</b>	<b>\$300.00</b>
4.00	EACH	Investigate Inoperable Zone	\$75.00	\$300.00
<b>ICC2- Zone 29</b>			<b>Subtotal</b>	<b>\$300.00</b>
4.00	EACH	Investigate Inoperable Zone	\$75.00	\$300.00
<b>ICC2- Zone 30</b>			<b>Subtotal</b>	<b>\$41.66</b>
1.00	EACH	Replace Broken/ Leaking Spray Heads	\$41.66	\$41.66
<b>BV Stonebridge Trail</b>			<b>Subtotal</b>	<b>\$62.00</b>
1.00	EACH	Replace Rotors Broken/ Not Rotating	\$62.00	\$62.00
<b>Clock in Hedge on 729 Eagle Pt- Zone 1</b>			<b>Subtotal</b>	<b>\$300.00</b>
4.00	EACH	Investigate Inoperable Zone	\$75.00	\$300.00
<b>EP- Zone 2</b>			<b>Subtotal</b>	<b>\$300.00</b>
4.00	EACH	Investigate Inoperable Zone	\$75.00	\$300.00
<b>EP- Zone 3</b>			<b>Subtotal</b>	<b>\$191.66</b>
1.00	EACH	Replace Broken/ Leaking Spray Heads	\$41.66	\$41.66
2.00	EACH	Labor to Dig Under Heavy Roots	\$75.00	\$150.00
<b>EP- Zone 4 Not Working</b>			<b>Subtotal</b>	<b>\$300.00</b>
4.00	EACH	Investigate Inoperable Zone	\$75.00	\$300.00
<b>Clock on Meadow View Lane- Zone 1</b>			<b>Subtotal</b>	<b>\$300.00</b>
4.00	EACH	Investigate Inoperable Zone	\$75.00	\$300.00
<b>MV- Zone 2</b>			<b>Subtotal</b>	<b>\$300.00</b>
4.00	EACH	Investigate Inoperable Zone	\$75.00	\$300.00

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## Proposal for Extra Work at Sampson Creek CDD

<b>MV- Zone 3</b>				<b>Subtotal</b>	<b>\$300.00</b>
4.00	EACH	Investigate Inoperable Zone	\$75.00		\$300.00
<b>Battery Timers</b>				<b>Subtotal</b>	<b>\$1,802.27</b>
3.00	EACH	Replace Rotors Broken/ Not Rotating	\$62.00		\$186.00
1.00	EACH	Repair Broken Lateral Line	\$134.27		\$134.27
15.00	EACH	Change Nozzle to Correct Size	\$10.00		\$150.00
1.00	EACH	Repair Broken 1" Valve	\$282.00		\$282.00
2.00	EACH	Investigate Valves	\$75.00		\$150.00
12.00	EACH	Investigate Inoperable Battery Timers	\$75.00		\$900.00
1.00	EACH	Main Line Repair- Separate Proposal for Time and Material	\$0.00		\$0.00

For internal use only

**SO#** 7999354  
**JOB#** 346100574  
**Service Line** 150

**Total Price** \$8,826.46

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## 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	<b>P.M</b>
Printed Name	<b>Marc Rousseau</b>
Title	<b>September 10, 2023</b>
Date	

**BrightView Landscape Services, Inc. "Contractor"**  
**Irrigation Manager**

Signature	<b>September 10, 2023</b>
Printed Name	<b>David Lara</b>
Title	
Date	

**Job #: 346100574**  
**SO #: 7999354**                      **Proposed Price: \$8,826.46**



## 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	Sampson Creek- Recommended Upgrades Found During Irrigation Audit		
Project Description	Recommended Upgrades Found During Irrigation Audit		

### Scope of Work

QTY	UoM/Size	Material/Description	Unit Price	Total	
<b>Hunter Pro C Clock- Zone 1</b>				<b>Subtotal</b>	<b>\$0.00</b>
1.00	EACH	No Upgrades Needed With Current Plant Material	\$0.00	\$0.00	
<b>HP- Zone 2</b>				<b>Subtotal</b>	<b>\$75.00</b>
1.00	EACH	Relocate Riser within 5ft	\$75.00	\$75.00	
1.00	EACH	No Upgrades Needed With Current Plant Material	\$0.00	\$0.00	
<b>HP- Zone 3</b>				<b>Subtotal</b>	<b>\$0.00</b>
1.00	EACH	Remove Heads off Risers	\$0.00	\$0.00	
<b>HP- Zone 4</b>				<b>Subtotal</b>	<b>\$515.50</b>
6.00	EACH	Upgrade Spray Heads to 12" Pop up Spray	\$57.75	\$346.50	
1.00	EACH	Upgrade 12" Pop up to Riser	\$69.00	\$69.00	
1.00	EACH	Add Spray Head Within 5ft	\$100.00	\$100.00	
<b>HP- Zone 5 No Wire</b>				<b>Subtotal</b>	<b>\$0.00</b>
1.00	EACH	Need to Inspect After Repair	\$0.00	\$0.00	
<b>HP- Zone 6</b>				<b>Subtotal</b>	<b>\$200.00</b>
2.00	EACH	Add Risers Within 5ft	\$100.00	\$200.00	
<b>HP- Zone 7</b>				<b>Subtotal</b>	<b>\$0.00</b>
1.00	EACH	Need to Inspect After Repair	\$0.00	\$0.00	
<b>HP- Zone 8</b>				<b>Subtotal</b>	<b>\$425.00</b>
3.00	EACH	Relocate Spray Heads within 5ft	\$75.00	\$225.00	
2.00	EACH	Add Risers Within 5ft	\$100.00	\$200.00	
<b>HP- Zone 9</b>				<b>Subtotal</b>	<b>\$250.00</b>
2.00	EACH	Relocate Spray Heads within 5ft	\$75.00	\$150.00	
1.00	EACH	Add Risers Within 5ft	\$100.00	\$100.00	
<b>HP- Zone 10</b>				<b>Subtotal</b>	<b>\$231.00</b>
4.00	EACH	Upgrade Spray Heads to 12" Pop up Spray	\$57.75	\$231.00	
<b>HP- Zone 11</b>				<b>Subtotal</b>	<b>\$115.50</b>
2.00	EACH	Upgrade Spray Heads to 12" Pop up Spray	\$57.75	\$115.50	

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## Proposal for Extra Work at Sampson Creek CDD

<b>ICC2 Clock- Zone 1</b>				<b>Subtotal</b>	<b>\$1,615.95</b>
1.00	EACH	Upgrade Rotors to 12" Pop up Spray	\$57.75		\$57.75
7.00	EACH	Relocate Spray Heads within 5ft	\$75.00		\$525.00
20.00	EACH	Upgrade Rotors to 6" Pop up Sprays	\$51.66		\$1,033.20
<b>ICC2- Zone 2</b>				<b>Subtotal</b>	<b>\$1,218.63</b>
18.00	EACH	Upgrade Rotors to 6" Pop up Sprays	\$51.66		\$929.88
5.00	EACH	Upgrade Rotors to 12" Pop up Spray	\$57.75		\$288.75
<b>ICC2- Zone 3</b>				<b>Subtotal</b>	<b>\$1,188.19</b>
5.00	EACH	Upgrade Rotors to 6" Pop up Sprays	\$51.66		\$258.30
18.00	EACH	Upgrade Spray Heads to 6" Pop up Sprays	\$51.66		\$929.89
<b>ICC2- Zone 4</b>				<b>Subtotal</b>	<b>\$167.24</b>
4.00	EACH	Lower Heads/ Risers	\$41.81		\$167.24
<b>ICC2- Zone 5</b>				<b>Subtotal</b>	<b>\$1,035.98</b>
17.00	EACH	Upgrade Rotors to 6" Pop up Sprays	\$51.66		\$878.23
5.00	EACH	Upgrade Nozzles to Rotary Nozzles	\$20.00		\$100.00
1.00	EACH	Upgrade Spray Heads to 12" Pop up Spray	\$57.75		\$57.75
<b>ICC2- Zone 6</b>				<b>Subtotal</b>	<b>\$1,446.50</b>
28.00	EACH	Upgrade Rotors to 6" Pop up Sprays	\$51.66		\$1,446.50
<b>ICC2- Zone 7</b>				<b>Subtotal</b>	<b>\$1,446.50</b>
28.00	EACH	Upgrade Rotors to 6" Pop up Sprays	\$51.66		\$1,446.50
<b>ICC2- Zone 8 No Pressure</b>				<b>Subtotal</b>	<b>\$0.00</b>
1.00	EACH	Need to Inspect After Repair	\$0.00		\$0.00
<b>ICC2- Zone 9- No OHMS</b>				<b>Subtotal</b>	<b>\$0.00</b>
1.00	EACH	Need to Inspect After Repair	\$0.00		\$0.00
<b>ICC2- Zone 10</b>				<b>Subtotal</b>	<b>\$1,239.86</b>
24.00	EACH	Upgrade Rotors to 6" Pop up Sprays	\$51.66		\$1,239.86
<b>ICC2- Zone 11</b>				<b>Subtotal</b>	<b>\$967.25</b>
3.00	EACH	Upgrade Spray Heads to 12" Pop up Spray	\$57.75		\$173.25
1.00	EACH	Upgrade 12" Pop up to Riser?	\$69.00		\$69.00
5.00	EACH	Add Heads Within 5ft	\$100.00		\$500.00
3.00	EACH	Relocate Spray Heads within 5ft	\$75.00		\$225.00
<b>ICC2- Zone 12 Low Pressure</b>				<b>Subtotal</b>	<b>\$1,737.56</b>
7.00	EACH	Relocate Spray Heads within 5ft	\$75.00		\$525.00
4.00	EACH	Upgrade Rotors to 12" Pop up Spray	\$57.75		\$231.00
19.00	EACH	Upgrade Rotors to 6" Pop up Sprays	\$51.66		\$981.56
<b>ICC2- Zone 13</b>				<b>Subtotal</b>	<b>\$1,181.51</b>
14.00	EACH	Upgrade 12" Pop up to Riser?	\$69.00		\$966.01
2.00	EACH	Upgrade Spray Heads to 12" Pop up Spray	\$57.75		\$115.50
1.00	EACH	Add Heads Within 5ft	\$100.00		\$100.00

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## Proposal for Extra Work at Sampson Creek CDD

<b>ICC2- Zone 14</b>				<b>Subtotal</b>	<b>\$1,873.19</b>
26.00	EACH	Upgrade Rotors to 6" Pop up Sprays	\$51.66		\$1,343.20
5.00	EACH	Relocate Spray Heads within 5ft	\$75.00		\$375.00
3.00	EACH	Upgrade to 6" Pop up Sprays to Lower Risers	\$51.66		\$154.99
<b>ICC2- Zone 15</b>				<b>Subtotal</b>	<b>\$1,394.87</b>
27.00	EACH	Upgrade Rotors to 6" Pop up Sprays	\$51.66		\$1,394.87
<b>ICC2- Zone 16</b>				<b>Subtotal</b>	<b>\$1,394.87</b>
27.00	EACH	Upgrade Rotors to 6" Pop up Sprays	\$51.66		\$1,394.87
<b>ICC2- Zone 17</b>				<b>Subtotal</b>	<b>\$2,744.88</b>
27.00	EACH	Upgrade Rotors to 6" Pop up Sprays	\$51.66		\$1,394.87
18.00	EACH	Relocate Rotors within 5ft	\$75.00		\$1,350.01
<b>ICC2- Zone 18</b>				<b>Subtotal</b>	<b>\$1,005.93</b>
14.00	EACH	Upgrade Rotors to 6" Pop up Sprays	\$51.66		\$723.27
4.00	EACH	Upgrade Rotors to 12" Pop up Spray	\$57.75		\$231.00
1.00	EACH	Upgrade to 6" Pop up Sprays to Lower Risers	\$51.66		\$51.66
<b>ICC2- Zone 19</b>				<b>Subtotal</b>	<b>\$0.00</b>
1.00	EACH	Need to Inspect After Repair	\$0.00		\$0.00
<b>ICC2- Zone 20</b>				<b>Subtotal</b>	<b>\$0.00</b>
1.00	EACH	No Upgrades Needed With Current Plant Material	\$0.00		\$0.00
<b>ICC2- Zone 21</b>				<b>Subtotal</b>	<b>\$0.00</b>
1.00	EACH	No Upgrades Needed With Current Plant Material	\$0.00		\$0.00
<b>ICC2- Zone 22</b>				<b>Subtotal</b>	<b>\$0.00</b>
1.00	EACH	No Upgrades Needed With Current Plant Material	\$0.00		\$0.00
<b>ICC2- Zone 23</b>				<b>Subtotal</b>	<b>\$123.32</b>
2.00	EACH	Upgrade Rotors to 6" Pop up Sprays	\$51.66		\$103.32
1.00	EACH	Upgrade Nozzles to Rotary Nozzles	\$20.00		\$20.00
<b>ICC2- Zone 24</b>				<b>Subtotal</b>	<b>\$150.00</b>
2.00	EACH	Relocate Rotors within 5ft	\$75.00		\$150.00
<b>ICC2- Zone 25 No OHMS</b>				<b>Subtotal</b>	<b>\$0.00</b>
1.00	EACH	Need to Inspect After Repair	\$0.00		\$0.00
<b>ICC2- 26</b>				<b>Subtotal</b>	<b>\$0.00</b>
1.00	EACH	No Upgrades Needed With Current Plant Material	\$0.00		\$0.00
<b>ICC2- Zone 27</b>				<b>Subtotal</b>	<b>\$0.00</b>
1.00	EACH	No Upgrades Needed With Current Plant Material	\$0.00		\$0.00
<b>ICC2- Zone 28</b>				<b>Subtotal</b>	<b>\$0.00</b>
1.00	EACH	Need to Inspect After Repair	\$0.00		\$0.00
<b>ICC2- Zone 29</b>				<b>Subtotal</b>	<b>\$0.00</b>
1.00	EACH	Need to Inspect After Repair	\$0.00		\$0.00

**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

## Proposal for Extra Work at Sampson Creek CDD

<b>ICC2- Zone 30 Skip Crowded Parking Lot</b>			<b>Subtotal</b>	<b>\$0.00</b>
1.00	EACH	Needs to be Investigated	\$0.00	\$0.00
<b>BV Stonebridge Trail</b>			<b>Subtotal</b>	<b>\$0.00</b>
1.00	EACH	No Upgrades Needed With Current Plant Material	\$0.00	\$0.00
<b>Clock in Hedge- Zone 1</b>			<b>Subtotal</b>	<b>\$0.00</b>
1.00	EACH	Needs to be Investigated	\$0.00	\$0.00
<b>CH- Zone 2</b>			<b>Subtotal</b>	<b>\$0.00</b>
1.00	EACH	Needs to be Investigated	\$0.00	\$0.00
<b>CH- Zone 3</b>			<b>Subtotal</b>	<b>\$0.00</b>
1.00	EACH	No Upgrades Needed With Current Plant Material	\$0.00	\$0.00
<b>CH- Zone 4 Not Working</b>			<b>Subtotal</b>	<b>\$0.00</b>
1.00	EACH	Needs to be Investigated	\$0.00	\$0.00
<b>Clock on Meadow View Lane- Zone 1</b>			<b>Subtotal</b>	<b>\$0.00</b>
1.00	EACH	Needs to be Investigated	\$0.00	\$0.00
<b>MV- Zone 2</b>			<b>Subtotal</b>	<b>\$0.00</b>
1.00	EACH	Needs to be Investigated	\$0.00	\$0.00
<b>MV- Zone 3 Low Pressure</b>			<b>Subtotal</b>	<b>\$0.00</b>
1.00	EACH	No Upgrades Needed With Current Plant Material	\$0.00	\$0.00

For internal use only

SO# 8000960  
 JOB# 346100574  
 Service Line 150

**Total Price** \$23,744.23

**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

	<b>P.M</b>
Signature	Title
<b>Marc Rousseau</b>	<b>September 10, 2023</b>
Printed Name	Date

**BrightView Landscape Services, Inc. "Contractor"**  
**Irrigation Manager**

<b>David Lara</b>	<b>September 10, 2023</b>
Signature	Title
Printed Name	Date

**Job #: 346100574**  
**SO #: 8000960**                      **Proposed Price: \$23,744.23**

*FOURTH ORDER OF BUSINESS*

# Sampson Creek Community Development District



## Proposal for Site and Amenity Management Services

September 14, 2023

**OUR MISSION:**

TO BE THE **PARTNER AND PROTECTOR**  
OF THE **MOST CRITICAL RESOURCE**  
THAT HELPS **COMMUNITIES PROSPER**





September 14, 2023

Re: Proposal for Sampson Creek Community Development District

Dear Board of Supervisors,

Inframark is excited and pleased to provide a proposal for Site and Amenity Management services with pricing and a scope of services for Sampson Creek Community Development District.

**Our Mission is: “To be the Partner and Protector of the Most Critical Resource that helps Communities Prosper.”** We do this through our **3 Principles of Pure Partnership:**

## PURE PARTNERSHIP



### Pure Alignment

We connect with clients on their terms, on a foundation of clarity, trust and mutual understanding. We make their goals our goals, tailoring the right mix of skills and resources to every project.



### Pure Accessibility

We are open and transparent with our clients and each other. We make information and insights easy to see, understand and share. We're always available and open to share our skills, ideas and thinking.



### Pure Accountability

We hold ourselves accountable to our clients, through continuous measurement and improvement, to our environment, through rigorous compliance, and to each other, through ongoing safety, training and professional development.

- **Experience:**
  - Providing District and Site and Amenity Management Services to Florida clients for over 40 years.
  - We provide service to over 125 CDDs throughout Florida including district and property management, lifestyle/amenities project management, maintenance and field services along with a full suite of labor management and financial services.
  - 15 District Managers on staff with 10 years + average tenure.
  - 11 onsite, dedicated Project Managers
- **Project Management –**
  - Inframark has the experience and skills to effectively and efficiently provide dedicated, onsite management services for your community.. We have an experienced team of professionals, at various sized communities, who share best practices to provide high quality customer service and events to residents along with the financial acumen to effectively review budgets and monitor expenses for budgetary compliance.
- **Cost Savings –** We will review your current operating budget and look to identify savings opportunities or more efficient ways to operate the site and amenity services upon transition.



- **Technology:**
  - **Avid Xchange:** An advanced accounts payable system that is highly efficient and effective at making sure that District invoices are paid timely and only after review and approval by Inframark staff or a designated Board member, if desired. This system provides historical information on invoice payments, provides for creation of specialized reports, and allows Board members to review all invoices for the District through a web-based application.
  - **Customized Financial Statements and Budgets:** Inframark developed a proprietary financial operating system designed exclusively for the Community Development business allowing us to provide clients customized financial statements and budgets. Our financial software is continually being updated and we offer our clients the ability to choose how their financial statements and budget documents will look, depending upon the preference of the Board.
  
- **Team Approach:** We will ensure that the onsite team is supported by the District Manager and Regional Manager for Inframark along with assistance from our corporate Human Resources team.
  
- **Infrastructure:**
  - Full team of Health, Safety and Environmental (HSE) staff
  - Complete internal IT support and infrastructure. We backup our servers and your information at multiple Inframark offices around the state and country to protect against catastrophic storms
  - Team of HR professionals to assist with recruiting, employee retention and appreciation, bonus plans and more.

Inframark is committed to making continuous process improvements and service enhancements, offering new technology and processes to help keep your community on the leading edge of the industry. All the proposed services are designed to demonstrate our desire to be a long-term partner for your community and make certain that the Board and residents are receiving the most effective and advanced services possible, all with a value-added service fee schedule.

We look forward to hearing from you concerning our proposal and further discussing these plans, along with your vision, for your community.

Respectfully,



Chris Tarase  
Vice President  
Inframark - Infrastructure Management Services





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# 1 Executive Summary

Inframark – Community Management Services is pleased to provide this proposal for Site and Amenity Management services to the Board. Inframark has been providing District Management/Site and Amenity Management services in Florida for over 40 years.

To meet the needs of your District, we provide a fully empowered local Project Manager to provide onsite services. We provide additional support to all our clients through our network of projects in the North Florida Region. This approach brings the strength, experience and expertise of Inframark to work proactively to address the needs of the District in the most cost-effective manner possible.

Inframark specializes in value-added services to our clients which include the following:

- **Personnel:**
  - Inframark offers one of the largest and most accomplished professional teams in the Property Management/District Management business.
  - We can also bring in professionals from different disciplines to address special issues that may arise. Therefore, it is not only the number of professionals we offer to your District as a value-added service, but also our competence in addressing a wide range of complex matters that may come before your District.
- **Willingness to Meet Time & Budget Requirements:** Inframark is capable and committed to meeting time and budget requirements as agreed upon with the Board and in compliance with Florida statutes.
- **Experience:**
  - Inframark is the most experienced company in the business.
  - We manage over 200 clients statewide including Community Development Districts, Special Districts, Homeowner Associations and local municipalities.
  - We specialize in customized customer service and have a client retention rate over 99%.
- **Capital Project Management:** Inframark has a Certified Project Manager (PMP) who has the knowledge and experience to manage multi-million-dollar capital improvement projects for our clients.
- **Office Locations:**
  - We have seven offices in the State of Florida that support our district clients. (Jacksonville, Tampa, Wesley Chapel, Ft. Myers, Celebration, the City of West Lake and Coral Springs)
  - We will support your District with a local district manager out of the Jacksonville office.

*"I have served as a supervisor on our CDD board for 3 years and the chairman for 2 years and in this 5-year period our CDD has performed many projects from paving roadways to a multi-million dollar project replacing bulkheads and bridges throughout the community. Our project manager has served us well in maintaining accurate financial records and guidance with both contractors and our membership. His strict adherence to Florida law has protected us from legal and public actions and ridicule. In areas where his knowledge was limited he sought out staff members and professionals to get the answers needed for our board to make an informed decision. When our views differed he listened and we then were always able to reach a better outcome.*

*– Norman Day, Cedar Hammock CDD Chair*

- **Safety:**
  - Inframark is the only District management company who has a specialized team of Health, Safety and Environmental (HSE) professionals.
  - Documented monthly safety training for ALL Inframark personnel.
  - Disaster Preparedness Plans for staff and clients
  
- **Human Resource Management:**
  - Inframark has its own professional team of human resource professionals.
  - Provides drug and background screening that meet all applicable Federal and State requirements.
  - Employees complete monthly mandatory training on a wide variety of issues including sexual harassment, anti-discrimination, ethics, customer service and other important programs.
  - Regimented performance review process.
  - Spot bonus and annual merit incentives
  - Best in industry employee benefit and 401(k) program

## 2 About the Company

Inframark is an organization designed to accommodate all phases of operations for Community Development Districts, municipalities, residential and commercial



property owner associations. With offices throughout the State of Florida in Jacksonville, Tampa, Wesley Chapel, the City of Westlake, Celebration, Ft. Myers and Coral Springs. Inframark maintains a focus in serving CDDs and HOAs and, as a result, has become a leader in our industry managing over \$87M in financial assets for over 125 Community Development Districts and 185 HOAs. Inframark is a member of Florida Association of Special Districts (FASD), Community Association Institute (CAI), the Florida League of Cities, Greater Orlando Builders Association, Tampa Bay Builders Association, Association of Florida Community Developers (AFCD) and the Urban Land Institute.

The success of any project (big or small) and every relationship depends on a positive and productive interplay of the people, processes, resources and responsibilities of all involved. Over the years, we've formalized the most important elements into our own service philosophy that we call the Principles of Pure Partnership™. These partnership elements, Alignment, Accessibility and Accountability, are infused into our culture, into every project and every interaction. The result is deeper relationships with our clients and each other and real value in ways you can see, feel and measure.



### Our Partnership Principles

#### Pure Alignment

We connect with our clients on a foundation of clarity, trust and mutual understanding. We make our clients' goals our goals, and tailor the right mix of skills and resources to every project.

#### Pure Accessibility

We are open and transparent with our clients and each other, making information and insights easy to see, understand, and share. We are always available and open to share our skills, ideas, and thinking.

#### Pure Accountability

We hold ourselves accountable to our clients and ourselves. We seek continuous improvement through rigorous compliance, as well as ongoing safety, training, and professional development.



**CLICK HERE TO  
SEE OUR VIDEO ON YOU TUBE.**

<https://www.youtube.com/watch?app=desktop&v=C-elgNECVJ4&feature=youtu.be>

### 3 Qualifications

#### Disaster Contingency & Recovery:

Disaster recovery is particularly important since the Districts we manage are in areas prone to hurricanes. Our hurricane preparedness procedure includes the following:

- Provisions for the compilation and storage of files and data required to perform critical client services
- Securing the physical office space with the protection of client files as a top priority
- Satellite phone for contingency communication with local team
- Internet and phone-based communication chains to update personnel
- The ability to shift client critical tasks and District Management services to alternate office locations both out of region or state if necessary
- Securing priority commitments from key contractors due to strong and lasting relationships

*"I have been on the Board of Supervisors of the Meadow Pointe CDD in excess of ten years with over 5 years as Chairman and three years as Treasurer."*

*"I am totally satisfied with the service we have been and are receiving from Inframark. Our District Manager is dedicated, knowledgeable, and responsive to our needs. He is backed up by a professional staff, both locally and in Coral Springs."*

*"I highly recommend Inframark."*

*Dennis Smith- Former Chairman  
Meadow Pointe CDD*

Because of the critical nature of the electronic information, we manage on behalf of our clients, Inframark emphasizes system security and has disaster recovery procedures in place to minimize the impact of storms, power outages and other similar events for the districts we serve. Our disaster recovery plans are continually updated in response to the changing needs of our business and the clients we serve.

In addition, Inframark utilizes sites certified to survive the equivalent of a Category 5 hurricane. District data is stored on servers that reside in Horsham, Pennsylvania. A full backup of all data is performed nightly and stored offsite at a remote location. Our Horsham facility is equipped with backup generator power. In addition to redundant equipment at our Houston IT center, we also have equipment co-located at other sites.

#### Amenity Center Operations:

Inframark has eleven (11) dedicated, onsite Project Managers with over 100 years of Project Management experience. We have many amenity center operations throughout the State. We provide all services set forth in the Scope of Services and many other services for our clients. The additional services included: a) design and implementation of specialized events for the communities we manage, b) special holiday events for children and adults.

With the vast experience of our Project Management team and the experience of Inframark across the State of Florida we have established excellent relationships with many vendors and contractors which brings a value-added service to the District.

## 4 Staffing

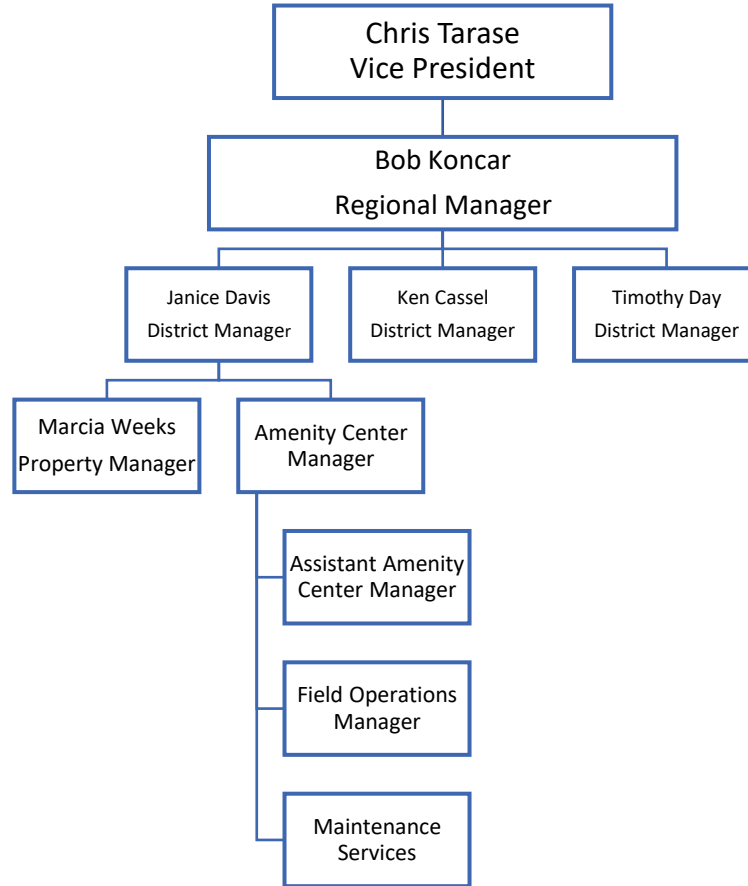
Inframark is the only Property/District Management firm with its own team of Human Resource professionals and recruiters. This means the following:

- our employees are fully vetted prior to hiring,
- employees have regular performance evaluations,
- we follow a progressive disciplinary policy,
- we have an exceptional benefit program for our employees that other firms do not offer,
- we have a bonus program for exceptional performance,
- we offer a management bonus for employees that are responsible for financial performance goals,
- we provide a 401K retirement plan,
- we provide ongoing training and training incentive programs,
- we offer tuition reimbursement, and
- we have an in-house safety team and continuous safety training program for all employees

Inframark places the highest value on its employees and provides a work environment and benefits that are designed to encourage long-term employment with Inframark.

In terms of the personnel assigned to your District, Inframark will ensure to the highest degree possible that we will retain the same personnel for your District. In addition, for the primary Property Manager and the Assistant Project Manager we will not remove or replace them without notifying the Board and the Board will have the opportunity to interview their replacement, if desired.

## East Florida Region Organizational Chart





**Site and Amenity Management Personnel:**

**Bob Koncar – Regional Manager**, Bob will provide oversight and supervision for the Property Manager and be responsible for the administration of the Site and Amenity Management contract.

Bob Koncar has eighteen years experience in the District Management business and twenty years experience in local government management. Bob oversees numerous projects throughout the State including District and municipal operations. He focuses on getting exceptional results for Inframark's clients and is available to address any issues that arise. He is a resident of Orange Park. He has a Masters Degree in Public Administration. Bob will also be the team leader if the contract is expanded to include District Management Services.

**General Facilities Manager/Field Services/Maintenance Oversight**, Inframark will designate an onsite Amenity Center Manager and Assistant Amenity Center Manager for the Sampson Creek Community Development District and a Field Services Manager.

**Management Support Personnel:**

**Janice Eggleton Davis**, has been a District Manager with Inframark for 15 years managing a portfolio of CDDs that include Amenity, Lifestyle and Field Services. Janice is an accomplished professional leader with more than 30 years of success in managing large organizations with significant financial and operational results. Her other Governmental Service experience includes over 10 years of Public Service as Director of Solid Waste and Environmental Resource Management at the City of Jacksonville, Florida, with a budget of \$82M & 380 employees, and two years as Recycling Program Manager for the District of Columbia. In addition, Janice has 13 years of Corporate experience in Accounting & Finance in the construction, residential real estate development, and government consulting industries. She has a Bachelor of Science Degree in Business Administration with Concentrations in Accounting & Finance. Her strengths include financial analysis, development & implementation of policies & procedures, and resident / constituent relations.

## 5 Clients (Partial)

District	Region	County
Dovera CDD	Central	Seminole
Golden Lakes CDD	Central	Polk
West Lakeland WCD	Central	Polk
Brighton Lakes CDD	Central	Osceola
Celebration CDD	Central	Osceola
Enterprise CDD	Central	Osceola
Harmony CDD	Central	Osceola
Overoaks CDD	Central	Osceola
Stevens Plantation CDD	Central	Osceola
VillaSol CDD	Central	Osceola
Xentury City CDD	Central	Osceola
East Park CDD	Central	Orange
Stoneybrook West CDD	Central	Orange
Urban Orlando CDD	Central	Orange
Vista Lakes CDD	Central	Orange
Gateway Services CDD	West	Lee
Vasari CDD	West	Lee
Cedar Hammock CDD	West	Collier
Heritage Bay CDD	West	Collier
Naples Heritage CDD	West	Collier
Quarry CDD	West	Collier
Heritage Lake Park CDD	West	Charlotte
Heritage Oak Park CDD	West	Charlotte
Riverwood CDD	West	Charlotte
Heritage Springs CDD	West	Pasco
Lake Bernadette CDD	West	Pasco
Lexington Oaks CDD	West	Pasco
Meadow Pointe CDD	West	Pasco
Meadow Pointe II CDD	West	Pasco
Oak Creek CDD	West	Pasco
Oakstead CDD	West	Pasco
Watergrass II CDD	West	Pasco
Arbor Greene CDD	West	Hillsborough
Cheval West CDD	West	Hillsborough

District	Region	County
Cordoba Ranch CDD	West	Hillsborough
Hammocks (The) CDD	West	Hillsborough
Harbour Isles CDD	West	Hillsborough
Heritage Isles CDD	West	Hillsborough
Live Oak No. 1 CDD	West	Hillsborough
Live Oak No.2 CDD	West	Hillsborough
South Fork CDD	West	Hillsborough
South Fork East CDD	West	Hillsborough
TPOST CDD	West	Hillsborough
Waterchase CDD	West	Hillsborough
Westchase CDD	West	Hillsborough
Westchester	West	Hillsborough
Spring Ridge CDD	West	Hernando
Bobcat Trail CDD	West	Sarasota
Woodlands CDD	West	Sarasota
Eastlake Oaks CDD	West	Pinellas
Lexington CDD	West	Manatee
Piney-Z CDD	West	Leon
Briger CDD	East	Palm Beach
Seminole Improvement	East	Palm Beach
Bonterra CDD	East	Miami Dade
Beacon Lakes CDD	East	Dade
Spicewood CDD	East	Dade
Coral Springs Improvement District	East	Broward
Griffin Lakes CDD	East	Broward
Maple Ridge CDD	East	Broward
Monterra	East	Broward
Pine Tree Water Control District	East	Broward
Marshall Creek CDD	East	St. Johns
St. Johns Forest CDD	East	St. Johns
Palm Coast Park CDD	East	Flagler
Town Center at Palm Coast CDD	East	Flagler
Fleming Island Plantation CDD	East	Clay

## 6 Sample Scope of Services (Based on RFP)

### 1. AMENITY MANAGEMENT:

Onsite staffing levels consisting of One (1) full-time employee “(Amenity Manager)” of Contractor to meet the current staffing level requirements. The Amenity Manager shall be a full-time position (40 hours per week); however, should the individual providing Amenity Manager services be unable to provide services as a result of illness, vacation/holiday, PTO, or resignation, Contractor shall be required to provide a substitute/replacement to provide the Amenity Manager services at NO additional cost to the District. The Amenity Manger services shall include:

Serves as a key member reporting to the Community Development District Board of Supervisors and attends all District meetings.

Primary area of responsibility will be management of District owned amenities and recreational facilities, to include the planning and execution of special events, programming of resident services, seasonal camps, and facility rentals.

Amenity Manager will provide a monthly report for inclusion in the monthly Board of Supervisors agenda package. The report will include a detailed account of Amenity Complex future projects, special events, camps, and future planned events.

- Respond to all resident questions and concerns regarding the District in a timely and professional manner.
- Maintain a professional relationship with all residents, welcoming and educating new homeowners, issuing access cards, updating resident information, monitoring facility rentals.
- Inventory cleaning products, paper products, office and first aid supplies.
- Coordinate, organize and promote various community events.
- Update and maintain District communications platforms, to include the community website, Smart phone/tablet apps, marquee board, e-blasts.
- Maintain access control system and resident card data.
- Manage District contracts related to the Amenity Center Complex, to include pool maintenance, janitorial, pest control, lifeguards, communications, cable television and fitness equipment preventative maintenance to ensure they are in compliance with contract specifications.
- Responsible for following up on any issues or requests directed by the Board.
- Will obtain at least three (3) cost estimates, when possible, for improvements within Amenity Complex, and shall be included in the agenda packets.
- Provide recommendations for annual budget, policies and procedures, and community events.

- Interface with vendors for repairs and purchases, billing, and approval of invoices for payments for goods and services related to specific areas of responsibility.
- Hires and trains all seasonal counselors/volunteers.
- Interactions regarding budgeting, policy recommendations and enforcement, maintenance recommendations, community event recommendations, coordination and communication with the Board of Supervisors and others.
- Provide input for any security issues within the Amenity Center Complex to the Field Operations Manager.
- Schedule and maintain reservation calendars for private and special events. Scheduling the reservations of soccer field and basketball courts.
- Conduct daily rounds of the clubhouse, gym, pool deck, playgrounds, tennis courts to monitor usage, cleanliness, and any other items that should be reported to the District Manager and Board of Supervisors
- Register golf carts and monitor inappropriate or dangerous usage of carts
- Schedule food trucks and engage usage
- Plan, staff, and run a 9-week children's summer camp including field trips, etc.
- Attend monthly Board of Supervisors meetings

## 2. ASSISTANT AMENITY MANAGEMENT (16 hours per week):

Onsite staffing levels consisting of part-time employee(s) "(Assistant Amenity Manager)" of Contractor to meet the current staffing level requirements. The proposal should be structured to provide an experienced, professional part-time Facility Assistant on a year-round basis. The staffing schedule is fixed. It is anticipated that the Assistant Amenity Manager will not exceed the budgeted amount without the Board's approval. The services to include:

- Professionally address all resident questions, concerns, and comments regarding the District.
- Maintain a professional relationship with all residents, issuing access cards, updating resident information and monitoring facility usage and rentals. Educate staff members, lifeguards and residents on District Policies and Procedures.
- Enforce all known District Policies
- Inspect and document the Amenity Center Complex for lighting, trash removal, pest control, signage and fencing for necessary maintenance.
- Concentrated on the safety and cleanliness of the facilities to minimize potential hazards and accidents. Will adhere to all legal, health and sanitation codes and complete necessary tasks to keep the facility clean and safe.
- Stock cleaning products, paper products, office, restroom and first aid supplies as needed.
- Assist with Community Events and any Facility Rentals
- Monitor lifeguards and gate monitors.
- Assist Amenity Manager as needed.
- Conduct daily rounds of the clubhouse, gym, pool deck, playgrounds, tennis courts to monitor usage, cleanliness, and any other items that should be reported to the Amenity Center, Manager, District Manager and Board of Supervisors.
- Provide assistance and support to the Amenity Center Manager during the 9-week summer camp
- Hold a leadership role in the summer camp program – planning, hiring, ordering camp supplies, and organizing of the camp closet
- The Assistant Amenity Manager shall have the responsibilities of overseeing all the first-class amenity facility and providing the highest quality of customer services.

- The proposal should be structured to provide an experienced, professional part-time Facility Assistant on a year-round basis.

### 3. FIELD OPERATIONS MANAGEMENT:

The following is the scope of work performed for Field Operations Management based upon three (3) days per week:

- Provide oversight of the landscape and lake maintenance contractor.
- Provide oversight of all other maintenance contractors such as security, outside pest control, tree services, sidewalk repairs, road maintenance, FPL, site inspections, etc.
- Periodically inspect lakes, outfall-structures for needed maintenance, issues, and repairs.
- Oversee the Bermuda common area grasses along the golf course at amenity center area.
- Maintain and monitor the field operations budget as adopted by the Board of Supervisors.
- Conduct onsite meetings with CDD service providers.
- Monitor all CDD field related utility accounts.
- Provide Operations Memorandum for field related activity to Board of Supervisors monthly agenda package one week prior to scheduled CDD meeting.
- Attend all District Board of Supervisor meeting with representation of CDD management activities. Receive and respond to resident emails, phone calls pertaining to CDD property related issues. Prepare an Emergency Action Plan for significant weather events.
- Forecast and document a plan for future district infrastructure needs.
- Oversee & assist maintenance personnel with CDD projects on site. (Trash pickup on CDD common areas, parking lots, sports fields & courts, along roadways, lake banks & along fences)
- Trash receptacles emptied and trash bags replaced.
- Provide oversight, proposals if needed of future capital projects.
- Maintain all the entry monuments and CDD signage, to include outside contracting for repairs and pressure-washing as needed.
- Inspect & maintain all sunshade structures & sails, to include outside contracting for repairs & pressure washing as needed.
- Perform lighting inspections for all district owned interior and exterior lighting.
- Field Operation manager to work cohesively with Amenity Manager to obtain efficiency and effectiveness.
- Inspect, maintain playground equipment to safe standards, provide proposals for repairs if needed. Monitor all gates and doors for proper operating conditions.
- Maintain pool decks, pool slide, outdoor pool furniture, obtain proposal for services and repair as needed.
- Maintain & keep building free of cob & spider webs and other debris around amenity, pools, and tennis courts.
- Replace HVAC filters as needed.
- Complete minor touchup of paint and wall repairs as needed.
- Maintain an aesthetically pleasing CDD community as possible within budget & approvals.
- Inspect and clean tennis courts periodically, including blowing off the courts three days a week.

4. PREVENTATIVE MAINTENANCE AND REPAIR SERVICES: (Provided at additional hourly rate and not included in base fee)

- To assist the Field Operations Manager on an as needed basis
- Pick up debris in and around all District owned facilities, including walkways, fields, courts, entryways, roadways, pool deck amenity Center and common areas
- Clean and maintain all features associated with the athletic fields and sport courts including nets, fencing, windscreens, playing surfaces, etc.
- Replace trash can liners weekly throughout the District
- Tasks as assigned by Facility Manager and/or Field Operations Manager
- Prepped tennis courts prior to tournament/matches
- Pressure wash Amenity Facility as needed (based upon separate proposal)



## 7 RFP Forms Q&A

### 4.A. GENERAL PROPOSER INFORMATION

- *Proposer General Information:*

Proposer Name INFRAMARK, LLC.

Street Address 210 N. UNIVERSITY DRIVE, SUITE 702

P. O. Box (if any) \_\_\_\_\_

City Coral Springs State FLORIDA Zip Code 33701

Telephone (954) 753-5841 Fax no. N/A

1st Contact Name Bob Koncar Title: Regional Manager

2nd Contact Name Chris Tarase Title President

Parent Company Name (if any)

\_\_\_\_\_

Street Address \_\_\_\_\_

P. O. Box (if any) \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip Code \_\_\_\_\_

Telephone \_\_\_\_\_ Fax no. \_\_\_\_\_

1st Contact Name \_\_\_\_\_ Title \_\_\_\_\_

2nd Contact Name \_\_\_\_\_ Title \_\_\_\_\_

Company Standing:

Proposer's Corporate Form: Limited Liability Company  
(e.g., individual, corporation, partnership, limited liability company, etc.)

In what State was the Proposer organized? TEXAS

Date: 12/1/17

Originally incorporated as Severn Trent Environmental Services Inc. on June 30, 1983, converted to Severn Trent Environmental Services, LLC on June 23, 2017, and re-named Inframark, LLC on December 1, 2017.

Is the Proposer in good standing with that State? Yes  No \_\_\_\_\_

If no, please explain: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Is the Proposer registered with the State of Florida, Division of Corporations and authorized to do business in Florida? Yes   X   No \_\_\_\_\_

If no, please explain: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

What are the Proposer 's current insurance limits?

General Liability	\$ 1M per occurrence and \$2M aggregate
Automobile Liability	\$ 2M combined single limit
Workers Compensation	Per statute and \$1M per accident
Expiration Date	09/01/2024

- *Licensure* – Please list all applicable state and federal licenses, and state whether such licenses are presently in good standing:

\_\_\_\_\_  
\_\_\_\_\_

- *Support* – Please detail the types of support your company will provide and what additional support your company could provide, along with associated costs (attach additional sheets if necessary):

See scope of services for additional services. Any additional services would be prices separately based on mutually agreeable scope and frequency of services.

- *Additional Services* – Please detail what other types of services your company could offer that could be of value to the District, along with associated costs (attach additional sheets if necessary):

See proposal for maintenance and field service offerings. Any additional services would be prices separately based on mutually agreeable scope and frequency of services.

- *Please describe how the Proposer's regional office will exercise quality control over the actions of the proposed Operations Management Team:*

Regional Manager will provide support to the District Manager who will provide additional level of oversight and support to onsite team. Regional office can also offer support from our HR Director and Health & Safety team.

- *How many site visits will your company perform after placement of the Operations Management Team:* Weekly site visits will be performed to support onsite team.

- *Please detail with specificity the support you will be providing the proposed Operations Management Team after placement with the District:*

Regional Manager will provide support to the District Manager who will provide additional level of oversight and support to onsite team. Regional office can also offer support from our HR Director and Health & Safety team.

- *Please provide the names below and attach resumes of the members of the Operations Management Team you intend to place at the District.*

Not available

---

- *For each member of the Operations Management Team, what salary ranges do you propose?*

Amenities Manager – \$55K-\$65K

---

Field Manager - \$40K-\$45K

---

Assistant - \$28.80 billable rate per hour as needed

---

- *If a member of the Operations Management Team were no longer able to perform the job or resigned, how would your company staff the District facility on a short term and long term basis? Describe the talent pool from which you would plan to draw from within and without your organization.*

Inframark has dedicated recruiters on staff to quickly solicit and recruit highly qualified candidates. We have a philosophy of always be recruiting so the positions would remain open to entice additional resume submittals at all times.

#### **4.B. EXPERIENCE**

- *Please list seven (7) largest community development districts or master planned communities for which the Proposer currently manages, along with contact and project information (attach additional sheets as needed):*

Project Name/Location: **Marshall Creek CDD** St. Augustine, FL

Contact: Howard Hoffman, Chairman Contact Phone: 904-826-1998

Project Type/Description: Community Development District

Dollar Amount of Contract: \$112,335

Scope of Services for Project: District Management Services, Dissemination Agent

Dates Serviced: November 15, 1999 - Present

Project Name/Location: **Fleming Island Plantation CDD**

Contact: John McHone, Assistant Secretary, 615-521-5860

Project Type/Description: Community Development District

Dollar Amount of Contract: \$765,025

Your Company's Scope of Services for Project: District Management, Lifestyle Service, Site and Amenity Management including Maintenance and Field Management and Dissemination Services

Dates Serviced: February 2, 2000 - Present

Project Name/Location: **Tampa Palms Open Space and Transportation CDD** Tampa, FL

Contact: Lura Leigh Willhite, Chairperson Contact Phone: 386-679-8402

Project Type/Description: Community Development District

Dollar Amount of Contract: \$116,073.52

Scope of Services for Project: District Management Services

Dates Serviced: October 18, 1994 - Present

Project Name/Location: **Westchase CDD** Tampa, FL

Contact: James P. Mills, Chairman Contact Phone: 813-299-3988

Project Type/Description: Community Development District

Dollar Amount of Contract: \$112,808.72

Scope of Services for Project: District Management Services

Dates Serviced: November 27, 1990 - Present

Project Name/Location: **Enterprise CDD** Deltona, FL

Contact: Marty Pawlikowski, Chairman Contact Phone: 321-512-0230

Project Type/Description: Community Development District

Dollar Amount of Contract: \$ 111,172.35

Scope of Services for Project: District Management, Field Services along with Operations & Maintenance Water Services

Dates Serviced: March 31, 1999

Project Name/Location: **Celebration CDD** Celebration, FL  
Contact: Greg Filak, Chairman Contact Phone: 703-962-9738  
Project Type/Description: Community Development District  
Dollar Amount of Contract: \$ 1,192,938.96  
Scope of Services for Project: District Management, Project Management including Maintenance and Field Services  
Dates Serviced: April 4, 1994 – Present

Project Name/Location: **Heritage Oak Park CDD** Port Charlotte, FL  
Contact: Paul Falduto, Chairman Contact Phone: 941-391-6315  
Project Type/Description: Community Development District and HOA  
Dollar Amount of Contract: \$ 465,000  
Scope of Services for Project: District Management, Maintenance and Field Services along with HOA Management of the HOA in the CDD  
Dates Serviced: September 29, 2009 - Present

- *List the Proposer's total annual dollar value of amenity center management and grounds maintenance management completed for each of the last five (5) years starting with the latest year and ending with the most current year:*

2018 =	\$ 3,962,180	_____
2019 =	\$ 4,509,721	_____
2020 =	\$ 5,191,010	_____
2021 =	\$ 5,813,931	_____
2022 =	\$ 6,752,190	_____

List all OSHA Regulatory training and job specific training completed by your employees: Inframark takes safety training seriously and provides mandatory monthly and routine training topics to all employees including: Active Shooter, Pandemic, Hurricane Preparedness, Defensive Driving, Civil Treatment, Hazardous Materials, proper lifting, job specific task training, PPE, How to properly store chemicals, SDS to name just a few.

- *Has the Proposer, or any of its principals or supervisory personnel (e.g., owner, officer, or supervisor, etc.), been terminated from any district management services, amenity center management and/or grounds maintenance management, field services, or dissemination agent services contract within the past 3 years? Yes X No \_\_\_\_\_ For each such incident, please provide the following information (attach additional sheets as needed):*

Project Name/Location: Griffin Lakes  
Contact: Chairperson Teresa West Contact Phone: 954-326-7129  
Project Type/Description: CDD District Management and Field Services  
Dollar Amount of Contract: \$ 21,500  
Scope of Services for Project: District Management  
Dates Serviced: July 2002 through May 2021  
Reason for Termination: District wanted more service without paying for it so we invited them to go out to

RFP. They did and selected another company who was willing to provide the price that the board was looking for.

Project Name/Location: Palm Coast Park

Contact: David Root, Chairman

Contact Phone: 386-679-4890

Project Type/Description: CDD District Management

Dollar Amount of Contract: \$ 51,900

Scope of Services for Project: District Management

Dates Serviced: Original contract from May 2009 to February 2021

Reason for Termination: A Board member brought a proposal to hire a new management company to a Board meeting. The other Board members were taken by surprise and requested that an RFP be posted. There was an RFP posted (Inframark) submitted a proposal along with two other companies. The Board voted to go with another company. There were no specific reasons given for the Board member wanting to change. There was no history of service failures presented by the Board member wanting the change prior to him bringing the new proposal to the Board.

Project Name/Location: University Place CDD

Contact: Armand Houze Contact Phone:

Project Type/Description: CDD District Management

Dollar Amount of Contract: \$ 48,000

Scope of Services for Project: District Management

Dates Serviced: June 2001 to December 2022

Reason for Termination: No good reason provided by District other than a change in the board members due to election and a previous dissatisfaction with Inframark from former board member who was elected back onto the board.

- *Has the Proposer been cited by OSHA for any job site or company office/shop safety violations in the past five years? Yes \_\_\_ **No X***

In the last five (5) years, Inframark has not been cited by OSHA for job site or company office safety violations related to the services identified in this RFP.

- *Has the Proposer experienced any worker injuries resulting in a worker losing more than ten (10) working days as a result of the injury in the past five years? Yes \_\_\_ **No X***

In the last five (5) years, Inframark has not experienced any worker injuries resulting in a worker losing more than ten working days related to the services identified in this RFP

- *Please state whether or not the Proposer or any of its affiliates are presently barred or suspended from bidding or contracting on any state, local, or federal contracts? Yes \_\_\_ **No X***

If yes, please provide:



The names of the entities \_\_\_\_\_

The state(s) where barred or suspended \_\_\_\_\_  
\_\_\_\_\_

The period(s) of debarment or suspension \_\_\_\_\_  
\_\_\_\_\_

Also, please explain the basis for any bar or suspension:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

- *List any and all governmental enforcement actions (e.g., any action taken to impose fines or penalties, licensure issues, permit violations, consent orders, etc.) taken against the Proposer or its principals, or relating to the work of the Proposer or its principals, in the last five (5) years. Please describe the nature of the action, the Proposer's role in the action, and the status and/or resolution of the action.*

In the last five (5) years, Inframark has not been subject to government enforcement actions related to the services identified in this RFP.

- *List any and all litigation to which the Proposer or its principals have been a party in the last five (5) years. Please describe the nature of the litigation, the Proposer's role in the litigation, and the status and/or resolution of the litigation.*

As can be expected for a company of our size with hundreds of contracts and the responsibility for serving hundreds of communities spanning several decades, Inframark has been, and is currently, involved in minor lawsuits of various types. As many such actions are minor in nature ("slip and falls," nuisance, etc.) and not relevant to our ability to provide the services described herein, and none of the individuals that will be providing the services have been subject to such legal action, we have not included those in our attached documentation. However, should the District require more information or have any questions regarding these types of matters, we can provide such additional information as necessary. Lawsuits against Inframark include the following types of claims and disputes that are common in our industry, many of which are covered by, and handled through, our insurance policies:

- Actions related to workers' compensation benefits.
- Actions related to employment issues.
- Actions brought against Inframark by third parties for alleged injuries sustained on the client's or other property.
- Actions alleging property damage due to sewer backups or operations performed by Inframark.

Inframark does not have any current significant claims or disputes related to the services identified in this RFP.

**4.C. PRICING**

Proposed Fee for Management and Staffing

(This must include all proposed costs of:

- Property Management
  - Year 1 \$ 172,085.00
  - Year 2 \$ 178,968.40
  - Year 3 \$ 186,127.14
  
- Preventative Maintenance and Repair Services
  - Year 1 \$ 65.00 per hour
  - Year 2 \$ 70.00 per hour
  - Year 3 \$ 75.00 per hour

OPTIONAL SERVICES

- Administrative rate billed back at \$28.80 per hour for events or as needed

**NOTE: IF THE PROPOSER DESIRES TO PROPOSE AN ALTERNATE APPROACH TO OPERATING AND MAINTAINING THE DISTRICT'S FACILITIES, THE PROPOSER IS STRONGLY ENCOURAGED TO SUBMIT BOTH A PROPOSAL RESPONSIVE TO THE STRUCTURE OUTLINED HEREIN AND ALTERNATIVE PROPOSAL**

PROPOSAL FOR  
PROPERTY MANAGEMENT SERVICES  
Sampson Creek CDD



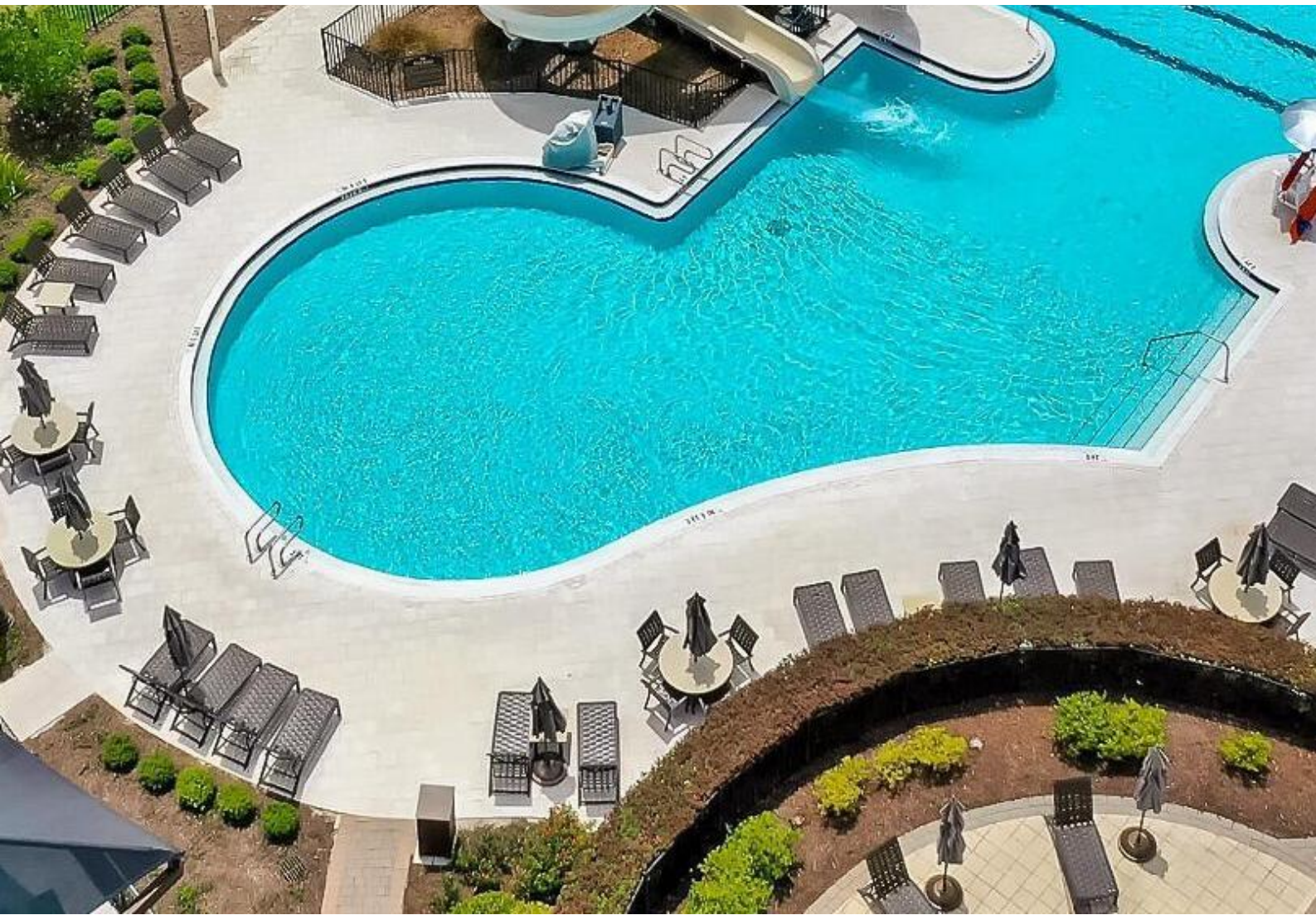
Vesta  
PROPERTY SERVICES™

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





**FLORIDA CDDs' PROPERTY MANAGEMENT SPECIALIST**  
*A 25-YEAR TRACK RECORD WORTHY OF YOUR TRUST*





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September 14, 2023

Dear Sampson Creek CDD Board of Supervisors,

Hello. We very much appreciate this opportunity to submit our proposal on how Vesta Property Services, Inc. is well-qualified and ready to provide the day-to-day management for the operations and maintenance of Sampson Creek CDD's amenities, infrastructure, common areas, and resident activities.

Vesta is marked by our professionalism and three-decade track record of sustained resident satisfaction and trust by our Boards. Since 1997, we've been continuously and successfully providing contracted Amenity Management Services for CDDs in Florida, with communities similar to St Johns's Golf and Country Club in terms of size and scope-of-services like John's Creek, Tamaya, eTown, Markland, Wynnfield Lakes, Cross Creek North, Villages of Westport and Tison's Landing in the greater Jacksonville Area. Vesta serves 25,000+ CDD resident households in NE Florida, and as you know, we've also been providing your contracted Lifeguard Services for many years on behalf of the residents of St John's Golf and Country Club.

It is important to emphasize that Vesta has the operational flexibility to adapt to the current dynamic situation at Sampson Creek, as well as the relevant experience, internal operating systems, and depth-and-quality of support to produce immediate, short-term, and long-term improvement and better satisfaction for everyone connected with your District. To those ends:

- We are proposing a variety of operational models to give you options to best adapt and apply your resources to drive resident satisfaction.
- Our Quality Assurance processes will produce consistent and reliable operating results, day-in and day-out, and a plan for a comprehensive analysis of your current operations within 90 days of starting - along with specific recommendations to follow.
- Our Regional Support Team will serve our onsite team and you to sustain these improvements and increased levels of satisfaction for the long term.
- We are ready to start ASAP to shore up staffing and services levels throughout the transition. However, given the short time frame between your decision and when your current vendor departs there may be a period of reduced scope and some personnel may be temporary. We will prioritize what is most important to you and discount our fees accordingly to best match available resources to need.

As you'll see, we've included in our enclosed information:

- A summary overview and key milestones in our company's 30-year history.
- Comprehensive Bios for our Support and Leadership Teams.
- An extensive list of clients for whom we deliver property management services.
- Vivid examples of creative lifestyle offerings that we provide for other CDDs.
- Detailed information on Vesta's approach to Quality Assurance for the operation.

We look forward to answering any questions you may have at your September 21st CDD meeting with how Vesta can best meet your needs, in hopes of furthering our long-term and successful partnership with your District. Thank you again for this opportunity and your consideration of Vesta Property Services, Inc.

Sincerely,

Jay King  
Regional Vice President  
Vesta Property Services, Inc.  
245 Riverside Ave. #300  
Jacksonville, Florida 32202





# STATEMENT OF INTEREST; WHY VESTA IS BEST-QUALIFIED TO FULFILL THE DISTRICT'S SCOPE-OF-SERVICES

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Vesta has a strong desire to further serve your District due to our quarter-century of success and satisfaction serving the property-and-amenity management needs of other Community Development Districts throughout Florida. With our unique, hands-on, and hard-earned experience, we've gained a deep-rooted appreciation for the dedication and expertise required to perform this work in a manner that sustains the long-term loyalty of our valued clientele and team members. **We would love to do the same for Sampson Creek Community Development District.**

Our Statement of Interest includes two further points of emphasis:

1. We greatly appreciate your deliberate and thoughtful consideration. Due to this very important opportunity, we have provided a great deal of material to convey:
  - a. the depth and breadth of Vesta's highly-relevant experience and expertise, and
  - b. our long-term, proven ability to serve your Board of Supervisors and residents.
  
2. We will deliver our "3-tiered" Management Commitment to serving you.
  - a. We will deploy a Frontline Team for you marked by their talent, dedication, strong work ethic, and passion for service-excellence. Vesta will leverage our significant, local resources and expertise to ensure this, and we will not settle for anything less for you than these crucial qualities in our team.
  
  - b. We will devote a local Regional VP (joined by a local Regional Support Team) who:
    - i. has many years of successful experience with Vesta and expertise in this field;
    - ii. closely oversees and supports our frontline team;
    - iii. personally, attends all of your CDD Board Meetings;
    - iv. is always available to provide further assistance to all Supervisors and District Staff.
  
  - c. We will deliver the value of our Corporate Resources and Support based both in our Jacksonville headquarters and regional office, including the expertise of Vesta's HR, IT, and Accounting and Administrative services teams, to best support our frontline team and our Regional Management Team supporting everyone at the CDD.

Sampson Creek CDD deserves a well-proven and resourceful "CDD-specialist" with strong, local ties, who fully understands a variety of specific issues of concern to your community. To that end, **there are 9 reasons why Vesta is best-qualified to fulfill your Scope-of-Services:**

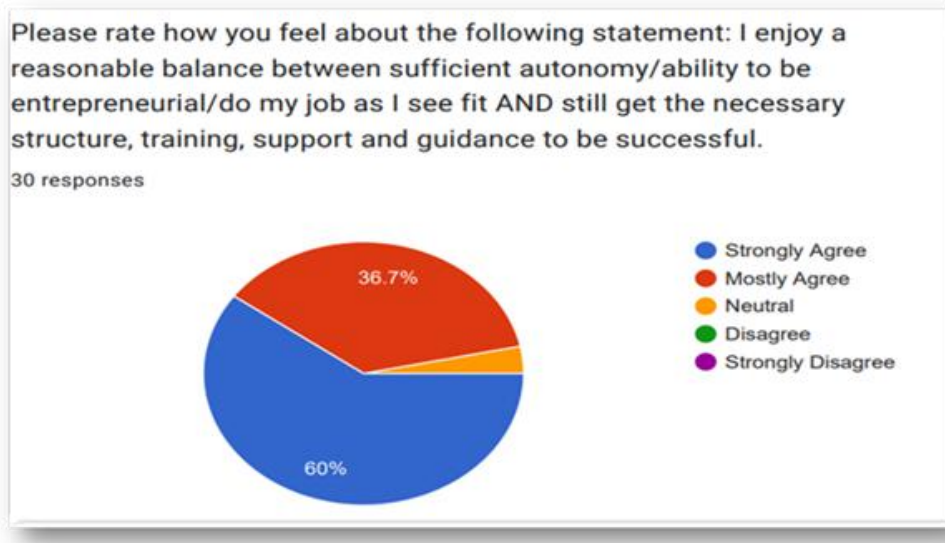
1. **Vesta has 30 years of experience providing amenities and property management services for several dozen master planned communities similar to you.** Vesta is a Florida based, Florida focused management company. We are neither too big or too removed to care deeply about Sampson Creek, nor too small or inexperienced to help you solve big challenges now, while seizing great opportunities in the future! In fact, we are passionate about leveraging our unmatched experience and expertise to help our managed communities be the very best that they can be.

## STATEMENT OF INTEREST; WHY VESTA IS BEST-QUALIFIED TO FULFILL THE DISTRICT'S SCOPE-OF-SERVICES (cont.)

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2. **For the past 25 years, Vesta has specialized in providing these same specific services for CDDs that are quite comparable to Sampson Creek CDD.** As a result, not only will Vesta not have a “learning curve” with you, but we will quickly deliver recommendations and ultimately solutions that are tailored to your District’s unique needs and that support your own desires as Board-Supervisors.
3. **Vesta is headquartered with deep roots in NE Florida.** While we are a statewide company that is fully supported by our parent company, PMG Holdings (the largest privately-held property management firm in North America), Vesta is first-and-foremost autonomous, locally-led, and locally-operated. To show how deeply-rooted in Northeast Florida we are, Vesta's leadership, including our CEO, David Surface; CFO, Dan Armstrong; Corporate VPs; and Regional VP, Jay King, who all live within 25 minutes of Shearwater, joined by another 450+ Vesta associates residing in the local area.
4. **We have an extensive footprint in Sampson Creek’s immediate area** in Greater Jacksonville with 21 Amenity Serviced/CDD accounts and 43 HOA/POA Management accounts. This provides our team members with a considerable, local networking-and-support resources to draw on to compare ideas, share relevant challenges, and benefit from best practices and “pilots” elsewhere. This large, Jacksonville-area footprint enables Vesta to attract-and-retain top talent by providing various, local career-progression opportunities.
5. **A critical tenant of our operations is that at least one member of our Regional Support Team attends every CDD meeting and provides direct support to our onsite team members.** This is done so that Vesta can:
  - a. Be a professional resource for our Boards (benchmarking, provide analysis, recommendations, etc.).
  - b. Develop an understanding of how your Board likes to operate, and adapt our approach accordingly.
  - c. Support and develop our onsite team members.
  - d. Seek to implement operational initiatives to improve the resident experience in accordance with Board-guidance and community needs.
6. **We pride ourselves on a culture which brings out the best in our team members.** We balance providing appropriate direction and guidance along with supporting opportunities to be entrepreneurial and demonstrate individual initiative, as evidenced by the response to our most recent annual, confidential survey to our local amenity management team:

# STATEMENT OF INTEREST; WHY VESTA IS BEST-QUALIFIED TO FULFILL THE DISTRICT'S SCOPE-OF-SERVICES (cont.)



7. **We also add value by supporting your onsite team with our Lifestyle expertise and resources.** Successful planning and implementation of events, programming and resident communications definitely benefits from the support of a broader network – support which Vesta provides. We are constantly networking and developing our lifestyle teams to ensure we are as creative and cutting-edge as possible, and tailoring our services to the needs of a given community.
8. **Due to our experience and expertise described throughout our Proposal, the following are examples of the tangible value that Vesta has recently provided CDDs:**
  - a. Reduced Costs (by enacting operating efficiencies) for our client-communities:
    - i. \$373,000/year in operating savings provided for Julington Creek Plantation CDD.
    - ii. Hundreds of thousands of dollars in annual operating savings for Harbor Bay CDD.
    - iii. \$60,000+ saved for Tison's Landing CDD by refurbishing their waterslide "in-house."
  - b. Revenue-Share (from our dynamic and thriving resident programs) for our clientele; as but a few examples Vesta provided the following from last year's resident programs:
    - i. \$42,612 provided by Vesta to Julington Creek Plantation CDD (includes Café).
    - ii. \$25,318 provided by Vesta to Bartram Springs CDD.
    - iii. \$11,915 provided to Heritage Landing CDD.
9. **We are able to have a very flexible approach to the dynamic situation you are facing with your transition at St. Johns Golf and Country Club.** We have the ability to immediately support a variety of operational models of your choosing and provide staffing coverage based on your priorities. We will share a draft transitional plan prior to your CDD Meeting on 9/21 and look forward to refining it further in consultation with the Board if given the opportunity.

# ABOUT US

Founded by J. Frank Surface in 1992 and headquartered in Jacksonville, Florida, Vesta Property Services, Inc. has redefined outstanding property management with superior amenities programming, customized management in every planned-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 day in and day out.

Since 2011, Vesta's success has been largely driven by 2 factors: (1) our statewide Senior Leadership Team (shown below; each team member was personally chosen by Frank Surface for his or her particular role), (2) who work in close collaboration with our industry's best team of managers and supervisors in a variety of disciplines.



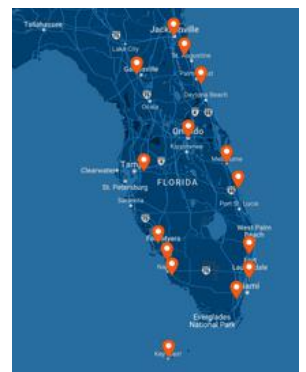
## OUR VISION

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

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

## OUR FOOTPRINT

In addition to our Jacksonville headquarters, Vesta has twelve (12) fully-staffed offices throughout the state. We successfully provide a wide range of professional community management services from Amelia Island to Key West, Florida and nearly everywhere in between.





# OUR STORY: COMPANY OVERVIEW, TIMELINE & MILESTONES

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 timeline featuring some key milestones that have marked our journey:

1992



## | FOUNDER-PIONEER

Founded in Jacksonville, Florida, Frank Surface's trailblazing vision launches our company: to be a single source for (1) affordable and flexible financing, (2) expert community management services, and (3) creative and thriving lifestyle services - all under one umbrella, consistently improving and growing, and propelled by a best-in-class Senior Leadership Team.

1993



## | KEY CLIENT-COMMUNITIES

7,200-unit *Kings Point Golf & Country Club* in Delray Beach is our very first client - our three-fold vision comes to life! Later, 5,600-unit *Kings Point Sun City Center* is added (in 2008.) We continue to proudly provide a wide-range of management-and-lifestyle services for our two flagship communities to this day.

2011



## | AMENITIES LEADERSHIP

Vesta acquires Florida's leading, statewide provider of amenities management services - *Amenity Services Group, Inc.* - specializing in serving the vital operations, maintenance, and lifestyle needs of Community Development Districts since 1997.

Present



## | SPECIAL DISTRICT SERVICES / STATEWIDE OFFICES

Vesta realizes our vision as a leading, full-service, expert community management company by acquiring *DPFG Management & Consulting, LLC* - a specialist in district management and financing services - in 2020. Vesta has 12 offices throughout Florida, manages over 650 communities and special districts, and employs 1,200 associates for our clientele.

# OUR CAPABILITIES



## Property and Amenity Management Services

Full-service management and staffing of community clubhouses, amenities, common areas and other infrastructure; robust Board-and-resident communication and support; and complete facilities maintenance services.



### Fitness & Spa Management

Turnkey operations on behalf of planned-community fitness and spa facilities, as well as related programming and other 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 & Tennis Operations

A range of services including staffing, certification, and training; Waterpark and Tennis Complex management and maintenance; and instruction for all ages and levels of proficiency.



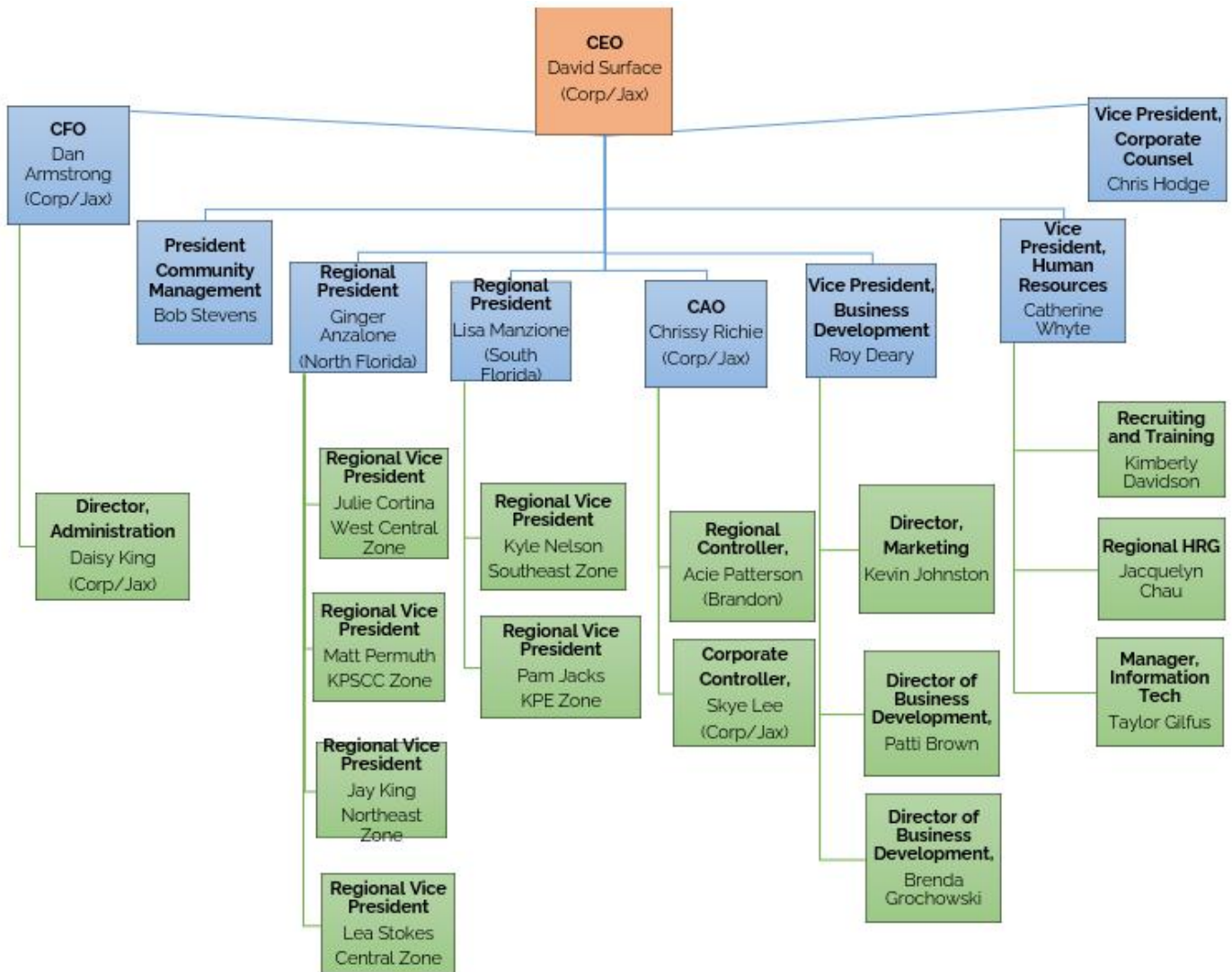
### Food & Beverage Management

Turnkey operations of F & B venues ranging from poolside snack bars and clubhouse cafes to full-service restaurants and fine dining establishments, and catering to complement outstanding special events.





## ORGANIZATIONAL CHART



“ For 15 years, Grand Haven has been very fortunate to have Vesta providing top-notch management of our amenities, including 7 clay tennis courts, croquet and pickle ball courts (we're quite happy with the condition of all our courts), fitness centers, pools, and a cafe featuring great food and service plus very popular activities and entertainment nights. Attention-to-detail, responsiveness, and flexibility are Vesta's hallmarks. We're very pleased and look forward to many more years together. ”

Kevin Foley, Board Chair; Grand Haven CDD (2016 - present)





“ We changed to Vesta in Dec., 2021 and couldn't be happier; wow, what a difference in everything from our Repairs to Special Events! They are on top of everything that needs to be done; Vesta treats our property with the utmost care and dedication to doing it right. ”

Sheila Papplebon, Board Supervisor; Beach CDD (Tamaya) - Jacksonville





# Vesta's Northeast Florida Regional Support Team



## Local Regional Support Team

When you hire Vesta, you hire a team that is far greater than just the personnel that you have on site. Our entire Regional Team lives in NE Florida and is constantly in motion in-and-around Saint Johns Golf and Country Club, providing personal assistance to our 65 client-communities (including 19 CDDs) and 400+ team members we deploy in your local area.

Furthermore:

- You will have at least one Regional Team Member (and others as issues/topics warrant) attend *all* of your CDD meetings to support our onsite team, and to be a "benchmarking resource" for the CDD Board, District Staff, and your discussions and decision-making.
- Sampson Creek CDD will receive Specialized Expertise-and-Support in Amenity Operations; Lifestyle Services; Field Operations and Maintenance; Janitorial Services; Aquatics Staffing and Programming; Quality Assurance; Accounting; Human Resources; IT; Administration; Food & Beverage Operations; and Community Management that can be onsite at Saint Johns Golf and Country Club within hours, as needed.
- With Vesta's corporate headquarters and senior leadership here in Jacksonville, you'll have further access to a variety of additional resources and industry-related, specialized expertise.

# Sampson CREEK SUPPORT TEAM

## Jay King

Regional Vice President



Jay has more than 30 years' experience in management across varied private and public sectors. Jay joined Vesta in 2015. He served on a CDD Board for 8 years and has served on an HOA board since 2018. He is a Navy Veteran and a cancer survivor.

Jay is responsible for overseeing and supporting our Northeast Zone which is comprised of 60+ communities, where our 450+ team members 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. Jay enjoys family, church, swimming, kayaking, biking and downhill skiing in his free time.

## 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. Dan enjoys hiking and woodworking in his spare time.

## Dana Harden

Regional General Manager



Dana Harden is a Regional General Manager for Vesta in Jacksonville. She has 20 years of experience and has a diverse background in property management. She has earned certificates in accounting and office technology working as a staff accountant prior to coming to Vesta. Dana specializes in serving Community Development Districts, with a strong working knowledge of chapter 190. Dana joined Vesta in 2019. She has been a LCAM since 2019 and has earned her AMS through the Community Associations Institute.

Dana's financial experience and knowledge help provide professional guidance to the communities she serves. In her spare time, Dana enjoys traveling, RVing, and spending time with her family.

# Sampson CREEK SUPPORT TEAM

## 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 continues to develop and oversee the programming, events and marketing internally and is an integral part in increasing the quality year-by-year for all of our Northeast Florida client-communities.

## Sean Smith

Regional Aquatics Director



Sean is the Regional Aquatics Director for the North Florida area. He has more than 17 years experience in the Aquatics Industry, working with several Premier Communities in the region. He joined Vesta in 2013. Sean is responsible for the development and implementation of Aquatics Programming across all our properties, including Lifeguarding Certification, CPR/AED/First-Aid Training, and Swim Instruction. Sean manages over 200 lifeguards in peak season.

Sean is committed to bringing the highest level of service and training for all Aquatics Personnel for Vesta. With his specialization in being outdoors, Sean loves to hike, surf and bike, and also loves being a vested part of any community he serves.

## Heather Beladi

Regional General Manager, Jacksonville-St. Augustine Office



Heather Beladi is the General Manager for Vesta's St. Augustine/Jacksonville office. She has 15 years of experience working in the community association management industry as well as several years as the on-site general manager of a 5,800 home Community Development District, managing multiple recreation departments and over 120 associates. She specializes in effective business operations, client-employee engagement, and managing the accounting and management teams serving our clientele.

Heather is a powerful personal force in the workplace and uses her positive attitude and tireless energy to set a great example and encourage others to work hard and succeed. In her free time, she enjoys traveling, boating, and enjoying time with family and friends.

# Sampson CREEK SUPPORT TEAM

## Charlotte Whitehead

Regional Administrator



Charlotte has served Vesta's NE FL flagship community, Julington Creek Plantation, since 2013 in various positions. Starting as a part-time Administrative Assistant, she has risen to her current position through hard work and dedication to her community and Vesta.

In her dual role as Regional Administrative Services Director, she brings extensive experience in customer service, accounting and human resources from years of employment in the retail and hospitality sector. As a Julington Creek resident she brings a level of commitment to serving the CDD, her community, and Vesta that is unparalleled. In her spare time workout and spend time with family.

## Priscila Gieselman

Regional Accountant



Priscila has 12 years of property management experience in the Jacksonville area and 15 years of accounting experience. She has owned and managed properties, and communicates with board members. She joined Vesta in April 2017; supporting our key account, Julington Creek Plantation CDD, was-and-is part of her duties.

She also prepares and files sales tax reports with the Florida Department of Revenue every month. She makes sure all café licenses and certificates are current. Her duties also include vendor applications, client invoices, payroll, P&L and end-of-month reconciliations. She supports our frontline managers in NE FL by promptly addressing any questions or concerns they have. In her free time Priscila enjoys biking and to travel.

# REGIONAL SUPPORT TEAM

## Ginger Anzalone

Regional President



Ginger oversees all community management operations from Central-to-Northeast Florida. Her specialties include governance board-relations, facilities management, programming and maintenance, personnel management, and budgetary supervision. She has more than 25 years of experience as an active adult program specialist involving full food and beverage operations, contracted entertainment, spa and fitness operations, online visibility, and marketing services. She also has extensive experience in large clubhouse development, and program design and implementation.

Ginger was awarded the prestigious Pinnacle Award by the ICAA, given to the Top 5 Presidents in North America and commending leaders who have demonstrated outstanding dedication to fostering thriving wellness cultures and improving the lives of the residents.

## 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 2022 by the Northeast Florida chapter of Community Association Institute (CAI).

## Jacquelyn Chau

Regional Human Resources Business Partner



Jacquelyn has over 13 years of professional HR experience ranging from recruiting, compliance, talent management, payroll and workforce planning. She spent 8 years at Massage Envy as a regional manager supporting over 200 employees. Jacquelyn accepted a career opportunity as an HR Assistant at Vesta in 2017 and has taken on the role of HR Business Partner as of May 2020.

As a HRBP she serves as a strategic partner to the senior level operations leaders and assists in talent management, performance management, retention, and workforce planning. She ensures a professional level of employee relations, execution of company policies, HRIS support, and State-and-Federal HR compliance, as she visits all of our NE FL managed-communities on a regular basis.





**Eagle Pride Day '23:**  
Honoring Our  
Core Values





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

”

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





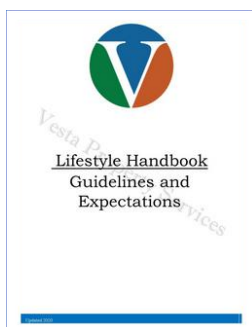


## Premium Events for Any Community Budget

- Donuts and Coffee
- Summer Kickoff
- Dive In Movies
- Super Bowl Parties/other sporting event nights
- Polar Plunge
- Vendor Fairs
- Carnivals
- Potlucks
- Chili Cookoffs
- Live music at the pool or park
- Off-site sporting event nights
- Scavenger Hunts
- Ice Cream Socials
- 5K's and Triathlons
- Mother Son Dances
- Spring Fling/Eggstravaganza
- Halloween/Fall Festival
- Christmas Tree Lighting/Pics with Santa Claus
- Breakfast or Brunch with the Easter Bunny/Santa Claus
- Letters to Santa
- Memorial Weekend
- Independence Day Celebration
- Daddy Daughter Dance/Mother Son Dance – Mother's Day/Father's Day
- Valentine's Brunch
- Rock Your Shamrock – St. Patrick's Day
- Veteran's Day Celebration
- Monte Carlo or themed Casino Night
- Social Hours with Live Music
- Stand Up Comedy Nights
- Mixology Classes
- Cooking Classes
- Murder Mystery Parties
- Local liquor tastings with cigars
- Daddy Daughter Dances
- Celebrate Your First Responders
- Music Bingo
- Science Comes Alive!
- Concerts of all sizes
- Classic Cars and Coffee
- Fishing Tournaments
- Community Cornhole Competition



## Resources and Handbook for Vesta Managers



- Regional Lifestyle Dir. with 20+ years of experience in events, entertainment and programming for multiple, high-quality companies and communities.
- Vesta's 50-page Lifestyle Handbook used for training and reference.
- Hands-on help with staff turnover/transitions and Managers' use of PTO benefits.
- Preferred Vendors List, enabling some of the best pricing in the industry.
- Quarterly Lifestyle Newsletter provided to the entire state, featuring new vendors, new ideas, and more for *all* Vesta Amenity Managers.
- Monthly Training sessions; Quarterly Idea-Sharing sessions with all Managers.
- Shared Expertise: Oversee 12 Community Events Budgets (\$9,000-\$75,000/yr.)

## In-House Summer Camp Program

Under the direction of our Regional Lifestyle Director, Vesta has developed and grown a highly successful Summer Camp program at both Bartram Springs and Julington Creek Plantation. Both locations started at around 30 kids per week in 2019 and currently this past 2023 Summer we enrolled between 50 and 60 kids per week. We employ Summer Camp Counselors and a full time seasonal Camp Director for each of our camps and can program the Summer according to the demographic as well as size of the camp desired within the space limitations.

Some statistics:

- From 2021 - 2023 Vesta camps have shared almost \$65,000.00 in revenue with both districts where camp is present. Revenue is collected through our online registration system utilizing Paypal and CDD Revenue Share agreements are 10% of gross revenue.
- At 30 kids per week (current number for Sampson Creek's Summer Camp), an estimated \$54,000 in revenue is projected with a 10% revenue to the share in the amount of \$5400.
  - This number could increase if we determine a larger amount of kids can be accommodated.
- All counselors are background checked seasonal employees of Vesta Property Services and are required to be CPR/AED certified.
  - Counselor training occurs prior to the beginning of camp and counselors are fully trained through the utilization of our customized handbook as well customer service training.



## In-House Athletic League

Amenity Athletics goal is to provide a co-ed, "recreational league" environment where families can have fun, learn the fundamentals for the game, and improve performance while promoting good sportsmanship and teamwork. We allow coach and friend requests for team placement. Come play sports with your friends and make some new ones while you're at it. We are a co-ed recreational league that uses parents as volunteer coaches. Coaches must pass a background check and child safety training.

With over 1,500 participants yearly in soccer, basketball and flag football, we are one of the fastest growing youth athletic leagues in North Florida! Join one of our sports leagues today to see what we are all about! We currently have teams that play out of the following communities: Bartram Springs, King and the Bear, Murabella, Heritage Landing, Celestina, Durbin Crossing, Aberdeen, Markland, and Johns Creek.

- Utilizing Sampson Creek's soccer field and basketball courts additional revenue can be earned to the CDD through our revenue sharing program if the program were allowed access for games throughout the year.
  - An estimated revenue share of between \$3000 - \$5000 per year is possible with all the right pieces in place with the potential to grow larger every year.



# Lifestyle/Recreation Programs

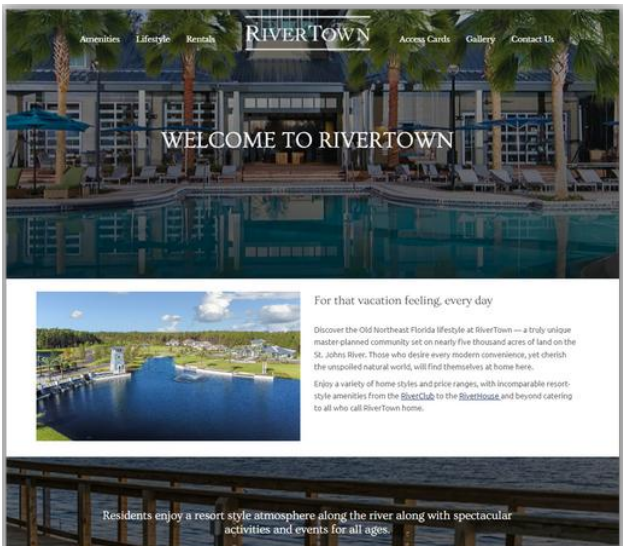
- Vesta can produce in-house or manage 3rd party programs for all demographics.
- These programs increase the value of the community as a whole and can provide local options for all ages without having to travel far from your home.
- Vesta has a list of preferred vendors we have built strong relationships with over the year and have agreed to revenue shares with Vesta and the District of 5% to each of their total revenue
- We are continuously researching new programs and looking for the best to bring into the communities we manage.

- Zumba
- Body Boot Camp
- Aqua Fitness
- Yoga
- Pilates
- Soccer Shots
- Swim Lessons
- Acting Classes
- Music Classes
- Adult Foreign Language
- Ballroom Dance
- Tai Chi
- F-45 Boot Camp Days
- Swim Lessons
- Self Defense
- Pilates
- Spin/Cycle
- S.T.E.M. programs for kids
- Barre
- CPR and AED
- Meditation
- Les Mills Programs
- Basketball lessons
- Skateboarding lessons
- Stretching
- Golf Training
- Baking Classes
- Dance: Hip Hop and Ballet



# Community Websites

- Hosted and created, contemporary, mobile- and user-friendly Lifestyle Websites; custom-made for your community.
- Options include rental software, event calendars with RSVPs and ticketing, reporting concerns or requests to Management, online ordering, and much more.





## Resident Engagement and Lifestyle Marketing in the Community

- Comprehensive, creative and high-quality lifestyle and maintenance newsletters, flyers, e-blasts, and other forms of resident engagement.
- Our teams are trained to take photos and video at community events and programs to share our real-time resident engagement.
- Social media management including Instagram, Facebook and Twitter, with Board-approval.





# Examples of Resident Engagement

- QR Code Surveys assess resident feedback throughout the year in order for us to make adjustments according to community wants and needs.
- Constant onsite discussions with residents during the year help us understand expectations.



**MAINTENANCE AND LANDSCAPING REVIEW**  
August 20<sup>th</sup>, 2021 | Issue 2

**TABLE OF CONTENTS**

- Landscaping with VerdeGo
  - RiverClub
  - RiverHouse
  - Common Areas

**IMPORTANT LINKS**

- [Community Contacts](#)
- [Common Q & A](#)
- [RiverTown Road Ownership](#)
- [RiverTown CDD Boundaries](#)

**News from VERDEGO**

- Main Street and Keystone Corners turf install was started the week of August 16<sup>th</sup>
- Several dead trees have been removed throughout the property.
- Palms are going on throughout the property continuing this Friday August 20<sup>th</sup>.
- Fallen limbs in RiverFront Park will be removed by 8/20.
- Mowing on State Road 13 is scheduled for the weekend of August 20<sup>th</sup>.
- All plant material at the RiverTown sign at the RiverHouse entry was removed and is being replaced with mulch.
- Irrigation has been delayed due to daily storms.
- Weeding and trimming will be done by all 3 crews on Tuesday August 24<sup>th</sup>.
- Turf evaluation will occur on Wednesday August 25<sup>th</sup>.
- The below areas have had a full-service mow, edge, weed eat, and blow. The beds were also detailed in these areas as well.
  - Groves
  - Highpoint
  - Orchards
  - Enclaves
  - Main ST

**RiverClub**

- Landings
- Main Street
- Estates
- Manor- New
- River Front Park

**RiverHouse**

- IBIS Painting is at the RiverClub pressure washing and painting the cupola with a projected end date of August 23<sup>rd</sup>. They have scheduled all services to occur during our closed days, minimizing any inconvenience to residents. It will not result in the pool being closed during normal hours.
- The gate to the boardwalk has malfunctioned. We are working with Dynamic Security to draft a proposal to reroute the conduit to prevent any further damage to the wiring from weed eaters.
- Caution! There has been an alligator making its home near the kayak launch at the RiverClub. We are monitoring its presence but can do nothing to remove it due to its location. We are investigating additional signage that can be placed concerning wildlife.

**RiverHouse**

- The cushions for the RiverHouse have been dry cleaned and will be reinstalled by 8/21.
- Beginning the week of August 23<sup>rd</sup>, the maintenance team will be removing the sprayers around the pergola in the family pool. They will be cleaned, and the calcium build up will be removed. Reinstallation will occur by August 27<sup>th</sup>.
- All the rotting coping around the grill pergola has been replaced.

Thank you for taking the time to review this issue of the Landscape and Maintenance Review. Please continue to stay tuned as we bring you these updates on a regular basis.

Our goal is to keep the community as informed as possible about the work going on throughout all three CDD's.

We appreciate your support and understanding as we work hard to make RiverTown the best it can be.



**RiverTown Supporting RiverTown Business Network Mixer**  
Thursday, October 6<sup>th</sup>  
4:00 PM to 6:00 PM  
RiverClub Café


Come join other working professionals within RiverTown for a business networking mixer during Happy Hour on Sept at the Café!



**RiverTown Family Fall Festival**  
Saturday, October 22<sup>nd</sup>  
11:00 AM - 2:00 PM  
RiverClub and Amphitheater

Calling all ages! Join us for RiverTown's Family Fall Festival! We have entertainment and activities planned for everyone.

Featuring amusements for all ages, a DJ playing your fall favorites, pumpkin patch (purchase link to follow), kids costume contest and games and more! Free to attend. Food and drinks will be available for purchase at the RiverCafe.




**Trivia Night at the RiverClub**  
Thursday, October 13<sup>th</sup>  
Theme: Halloween  
6:30 PM - 8:30 PM

Trivia is FREE to all residents!

Prizes: RiverClub Gift Cards

- 1<sup>st</sup> : \$40
- 2<sup>nd</sup> : \$30
- 3<sup>rd</sup> : \$20



**Golf Cart Maintenance Day**  
Saturday, October 8<sup>th</sup>  
10:00 AM - 2:00 PM  
RiverClub Golf Cart Parking Area

NASCARTS will be back out at RiverTown performing maintenance checks for residents who sign up below. NASCARTS technicians will be checking the following:

- Water and Check Batteries
- Lock Down Terminals
- Spray cables with Anti-Corrosion
- Check Tire Pressure
- Juice Budings
- Check Brakes


This is a totally free service as well. Must be signed up below to participate!

[Sign Up Here](#)



**Live Music at the RiverClub Pool/Café**  
Thursday, October 27<sup>th</sup>  
5:00 PM to 8:00 PM

Come join us for a night of live music at the RiverClub and enjoy happy hour as well as the beautiful sunset!



**Adults Only: Halloween 90's Party**  
Friday, October 21<sup>st</sup>  
7:00 PM - 10:00 PM  
RiverClub  
Cost per person: \$5.00

Who doesn't love the 90's? One of the best decades in modern history. Well adults, come dance the night away at RiverTown's Adult's Only Halloween 90's party at the RiverClub! The RiverClub will shut down at 7:00 PM for this ticketed adults only night!

We will have our normal Food Truck Friday as well live music and bounce house for the kids at the RiverHouse from 5:00 PM to 8:00 PM.

[Purchase Tickets Here](#)



**Haymaker Coffee Truck**  
Every Sunday in October  
9:00 AM to 11:00 AM  
RiverHouse

We are excited to have Haymaker Coffee Company and their coffee truck at the RiverHouse from 9:00am to 11:00am on Sunday's in October. They will also have donuts from The Donut Shoppe. Below is a pre-order link for donuts by half dozen or a full dozen. The cut off for pre-order is each Saturday at 6:00 PM. Pre-orders are also accessible on the TruckFinder app by searching for Haymaker.

[Pre-Order Donuts Here](#)

Keep a lookout for the Haymaker Coffee Truck on select dates Monday through Friday as they have the availability - we will inform you via Facebook or email communication! Also feel free to email the Haymaker Team at [Support@haycc.com](mailto:Support@haycc.com) anytime for their schedule.



JACKSONVILLE JAGUARS

**RIVERTOWN COMMUNITY OUTINGS WITH THE JAGUARS**

Sunday, Oct. 23 vs. New York Giants - 1:00 PM  
Sunday, Dec. 18 vs. Dallas Cowboys - 1:00 PM

Enjoy roundtrip charter bus transportation from RiverTown to TIAA Bank Field and a pre-game tailgate inside TIAA Bank Field with inclusive food, beer, wine, water and soft drinks starting three hours prior to kickoff!

To purchase tickets, please visit: <https://fevo.me/riverstownjags22>



For more information or questions:  
Zachary McClellan  
Office: 904-633-5286  
Email: [mcclellanz@nfljaguars.com](mailto:mcclellanz@nfljaguars.com)

**Lifestyle**



**Guest Services**



**Café**



## Vesta's Approach to Quality Assurance

Our local Regional Support Team, in partnership with our onsite teams, Boards and other stakeholders, have developed scalable and customizable Best Practices tailored to each account and scope-of-service, to ensure an optimal experience for our residents. Our approach has and continues to evolve with feedback, advances in technology, and further experience.

Vesta's approach, while varied in application, is designed to eliminate issues before they occur - or at least quickly and efficiently address them after they are identified - to provide the best possible experience for all stakeholders.

**NOTE: These 8 components of Vesta's approach to Quality Assurance are explained further on the following pages. We necessarily tailor our approach based on the resources and needs of a community. We do not use all of these tools at every community but we use most of them at our largest accounts.**







## Initial Operational Analysis

Our regional team will develop an operational analysis plan and timeline (who, what & when) within the first 45 days of starting the contract, to share with the Board prior to implementation. This approach will allow time for familiarization and review of current operations, engagement with all stakeholders, and finally recommendations to "optimize" the overall resident experience, daily operations, and opportunities for financial efficiencies.

### JCPCDD Example

The most relevant example of this same type of in-depth analysis for Saint Johns Golf and Country Club is our undertaking at Julington Creek Plantation CDD, which at the time we began our operations there was already a 20+-year-old community of nearly 5,900 homes, and largely staffed by CDD-employed associates. Over the course of our first 6 months, Vesta conducted an "Optimization Study," resulting in a detailed, 20-page analysis of all aspects of the amenity/recreation operation along with recommendations.

The implementation of our recommendations resulted in:

- A savings to the CDD of 23% or \$373,000 annually in 2022 dollars (using a general ledger, line- by-line comparison with the year before we started).
- While simultaneously improving stakeholders' (Residents, Board, District Staff, and Vesta on site team members) satisfaction with our operation.

(Yes, "the best of both worlds!")

**Review, Analysis & Recommendations Regarding Operations at JCP**

Introduction:

As committed, Vesta has conducted an in-depth review and analysis of the operation of Julington Creek Plantation's Recreation Amenities. As we and others have referred to it, our intent has been to determine how to "optimize" a match between the District's needs and resources, addressing such topics as department leadership, structure, programs, and finances. Our recommendations largely look at the next 18 months, through the end of the District's next fiscal year. With the benefit of an additional 12 months (beyond just our first 6 months to date), it is likely that additional changes to further optimize things will be submitted by Vesta in the coming year or so. However, as of now we are trying to strike a balance that:

- (1) Maintains a degree of stability through a continuation of proven and successful approaches and people at JCP (and minimizes negative disruption in level of service, staff morale, etc.);
- (2) Considers input from others with helpful insights and/or long-term histories with JCP;
- (3) Taps into our experience elsewhere to bring a new perspective and ideas to the operation;
- (4) Results in completing a thorough and detailed review and necessary recommendations, in conjunction with the timing of the District's current FY '18 budget process.

Objectives of Vesta's Optimization Report:

To guide this process, aided by the helpful input of the Board and District Management, the specific objectives of this Report have been:

- (1) Challenge the status quo and the notion of, "Because that's how we've always done it."
- (2) Align current operating revenues and expenses by department to improve clarity of understanding.
- (3) Achieve Personnel "Optimization" by:
  - a. Ensuring an understanding of key staff's roles, responsibilities, and individual strengths.
  - b. While being as considerate of our team members as possible, make recommended improvements to the overall operating structure.
- (4) Identify potential cost-reductions in the Recreation Operation to benefit the District (such as redirecting resources to other areas, reducing assessments, etc.)
- (5) Achieve Programs "Optimization" by:
  - a. Answering the question of, "What is an 'amenity' and what is a 'program'?" by department and activity.
  - b. Recommending the best overall approach to handling Programs (i.e., continuing it as a District-subsidized operation or moving to a contracted/outsourced operation.)
- (6) If possible, incorporate some of the Board's recently-stated top priorities:
  - a. Landscaping Improvements along Racetrack Road.
  - b. Energy Efficient Property Upgrades.



## Board Reporting And Engagement

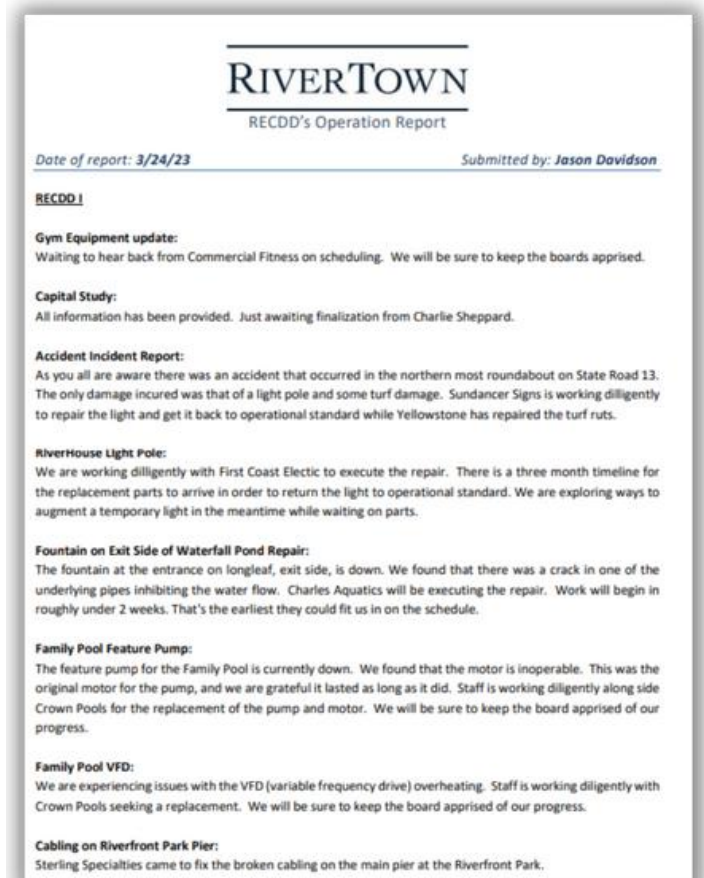
We keep track of **Action Items from your CDD meetings**, confirm we have them correctly captured within 48 hrs. of the meeting via email, and then provide to all board members and staff. We then provide updates up through completion of each item to ensure nothing is dropped and expectations are managed accordingly.

Heritage Landing CDD				
Post Meeting Action Items				
2/9/2023				
	Item	Owner	Description	Status/Date
1	Irrigation System	LE/BV	Excessive main line breaks	Board gave a not to exceed \$3,200. Ordered Nelson valve and air relieve valve
2	Dugouts	LE	Turning the dugouts into storage units	Provide maintenance and make them more accessible.
3	Pond sediment	LE	Removal of dirt sediment at edge of pond #4	Board approved
4	Gutters	LE	Replace rusted gutters, install gutter guards, replace gutter collector box	Board approved not to exceed \$2,500
5	Extra Staffing	LE/TM	In need of staff to do trash clean-up and pool cleaning on Saturday and Sunday mornings	Board approved 4 hours
6	Trash cans	LE	Place more trash cans on property	Board recommended we buy wood barrels and move the concrete ones out on property.
7				

Our onsite management team will provide **weekly board updates** via email on any items of interest to ensure the whole Board is kept up to speed efficiently.

### Weekly Board Reporting Includes:

- Recap of significant operational events
- Highlight upcoming events and recaps of previous events
- Status of projects and ongoing maintenance items
- Update on Board Action Items





Vesta will also provide detailed **monthly reporting** for your CDD Meetings to ensure all stakeholders are aware of what has been accomplished and the status of ongoing work and plans, to enable CDD meetings to be as efficient as possible.

### **Sample page from a Monthly Amenity Operations Board Report:**



## **Heritage Landing CDD Meeting** March 9, 2023

**Date of Report: February 28, 2023**

**Todd Myhill, Amenity Manager**

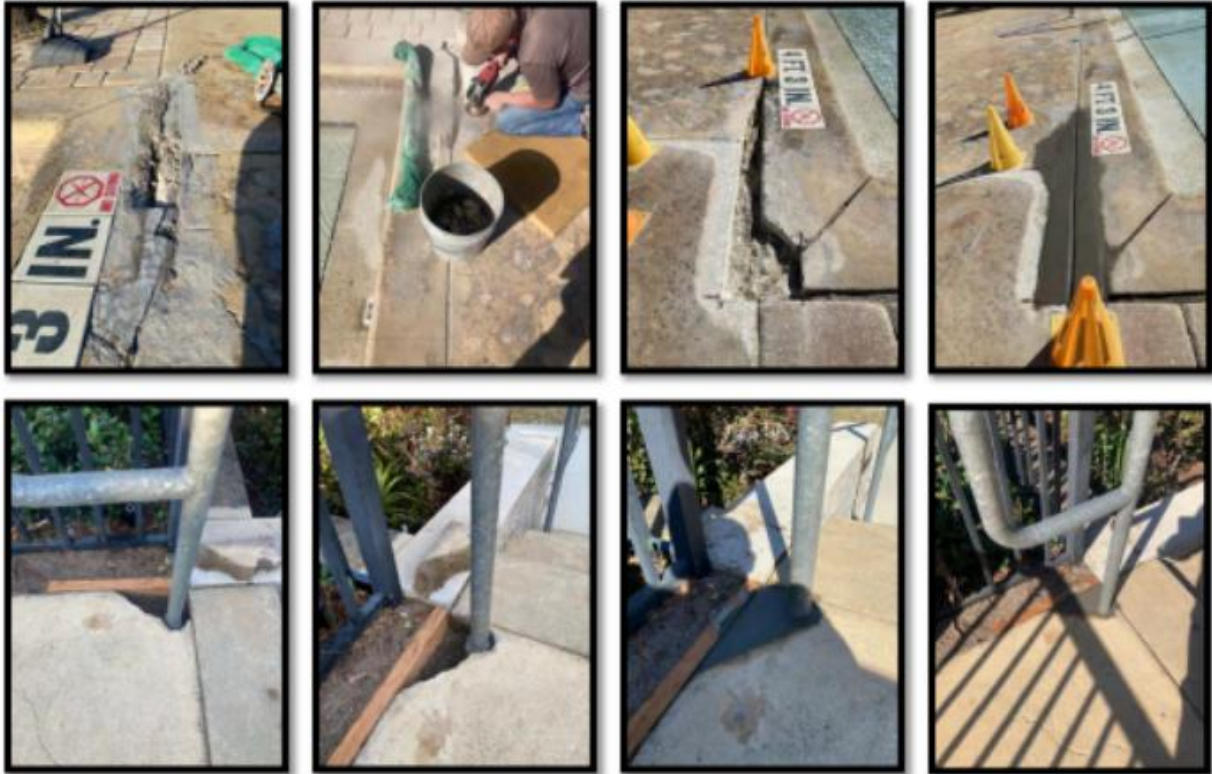
- **Suspension of four Minors for 30 Days—Board Discussion Required**
  - Four minors were suspended for 30 days for gaining unauthorized entrance into the gated pool facility and/or addressing staff with expletives.
- **Lifeguard Preparations for Spring Break Continue—No Board Action Required**
  - We have 12 returning lifeguards and eight new lifeguards. Our first lifeguard in-service will be held March 5 to prepare for Spring Break and our Dive-In Movie on March 10.
- **Joy of Tennis Academy Proposal for Summer Tennis Camp—Board Action Required**
  - Coach Harold Hardy will present a proposal for a six to eight week summer camp from June 5 to July 28, Monday through Thursday, from 8am to 11am. Information regarding the camp is attached to this report.
- **Events and Programs**
- **Dive-In Movie for Spring Break/Waterslide Opening Day/Spring Fling Prep—No Board Action Required**
  - A dive-in movie will be held in the lap pool on Friday, March 10, coinciding with the first day the pool slide will be open for the season, and during Food Truck Friday. The movie is yet to be determined.
  - Preparations for Spring Fling continue. The event will be held Saturday, April 8 from 12:00 a.m. to 3:00 p.m.
  - Lifeguards will be on duty beginning Friday, March 10, and through spring break, and then every weekend until summer break on May 25.
  - Sports and Arts Spring Camp is March 13 to 17
  - Hammerheads Swim Team registrations begin March 15
  - Ancient City Signs Workshop—March 18 and 24
  - Amenity Athletics Spring Soccer games begin March 25



**Sample page from a Monthly Field Operations Board Report:**

**Field Operations and Maintenance Items:**

**Pool deck repairs:**



There are several areas on the pool deck where it has lifted and we had to do some cutting and grinding to lower it to an acceptable level. The hand rail going down to the volleyball court also broke; we blocked and poured concrete anchor mix around it.

**Pier and Bridge repairs:**



Rotten boards were pulled and replaced with new ones. This will be an ongoing process as the boards deteriorate.

I anticipate that in 2 years' time we will need to have the bridge and pier inspected by a professional to determine how structurally sound the supporting wood and frame is.



## Resident Satisfaction

We have found that “point-of-experience” (QR) surveying is far more valuable and less intrusive than formal, periodic, emailed resident surveys. So, we place them conveniently throughout our facilities to capture feedback.

Vesta also monitors social media (Facebook, Nextdoor, etc.) when permitted to do so, and provides clarification to clear up any misperceptions (so they do not “fester” online.) Obviously, our onsite team is regularly in personal contact with residents and acting on their feedback.

### QR Coded Resident Survey

- Located conveniently throughout facilities in aesthetically appropriate placards, to provide an opportunity for residents to easily provide feedback on their experience, and only when they want to do so.
- Surveys can be tailored based on location (tennis courts, events, reception area, pools, café, locker rooms, parks, etc.)
- Residents simply use their phone to complete the quick survey.
- Utilizes rating scale questions to provide benchmarking over time, as well as text boxes to provide detailed and open-ended feedback.
- If residents desire, they can be contacted directly by our team so that we can personally follow up on their experience.
- Survey links can also be placed on the app or website as desired and/or hard copies made available to suit resident-preference.
- Consistent feedback is then shared with the Board through manager reporting, along with any necessary action items.

A screenshot of a mobile survey form titled "JCP Creekside Café Questionnaire". The form is divided into several sections. The first section asks for overall satisfaction with the café on a 5-point scale (1-5), with "Poor" at 1 and "Excellent" at 5. The second section asks for the quality of the food on a 5-point scale (1-5), with radio button options: Poor, Okay, Good, Great, Excellent, and N/A. The third section asks for the quality of the drinks on a 5-point scale (1-5), with the same radio button options. A large QR code is positioned in the center of the form. To the right of the QR code, there are two more sections: one asking to rate the value of the food at the café on a 5-point scale (1-5), and another asking for a comment on how well the service was. At the bottom, there is a text box for "Your answer" and a "Submit" button. The form is presented in a clean, white layout with purple accents.



# Facility Inspections



We take a couple of approaches to formal facility and infrastructure inspections in addition to those we support from District Engineer Reports and Reserve Studies.

- Our Regional Team performs periodic, customized inspections based on our scope-of-services, as needed (such as upon commencement of the contract, based on operational issues, turnover of key staff, etc.), to provide offsite accountability for Vesta's onsite team. We also want to ensure that we set everyone up for success, share best practices, and avoid "blind spots" by conducting these periodic "peer walks."

		Grading Scale Value	
Date:	8/42021		
Community:	RiverTown	4	Evaluation demonstrates a high level of proficiency
Onsite Manager(s):	Clint Waugh	3	Evaluation demonstrates proficiency
Manager Title:	Lifestyle Director	2	Evaluation demonstrates partial proficiency
Supervisor:	Jason Davidson	1	Evaluation demonstrates minimal proficiency
Supervisor Title:	General Manager	0	No evidence of proficiency
		n/a	Not Applicable
Scope of Services & Measurables		Value	Observations/Comments
		0 through 4	
<b>L1</b>	<b>Upon entering the Amenity Center</b>		
<b>a</b>	Event and programming materials on display	4	Newsletters are printed out and up at both amenity centers
<b>b</b>	Staff would be able to share the following		
	Website	N/A	
	Amenities available to the residents	4	Clint is very aware of everything we offer at RiverTown, helps potential home buyers by providing answers about amenities, events and programs. Staff very knowledgeable of all amenities also.
	Whom to contact to process a new resident	4	Clint and Jason both have access to do this. Staff knows to send them to either one of them.
	Whom to contact to acquire a rental	4	Clint takes care of all rentals proficiently (less than 1 hour

- Managers in similar positions are paired and provided the opportunity to walk each other's properties, point out opportunities and solutions, as well as share best practices for mutual and informal benefit. They then provide a summary of what they learned, so we can ensure there is sufficient value and best-determine how to plan subsequent experiences and/or development opportunities.

<b>Peer Site Review</b>	
<b>Objective:</b> Gain a thorough understanding of day-to-day operations. Discuss items such as current contracted services, staffing, project work, vendors, trends and challenges. Most importantly share best practices and look for opportunities to learn and provide input to one another. Take notes as both the host and the visitor. Submit to your supervisor for recording purposes	
<b>Date:</b> 1/3/22	<b>Visitor:</b> James Robinson
<b>Property:</b> Durbin Crossing	<b>Host:</b> Ben Conner
<i>Notes/ Observations/ Best Practices</i>	
Get contact info for fitness preventative maint company from Ben. Durbin was pleased with professionalism and response time of the vendor.	
Recently did a paint RFP for facility exterior. Get the template to use for upcoming RFP	
Forward contact info from our current vendor, Welches Tennis. Durbin is looking to renovate	
Consider branding tennis windscreens. Looks sharp! Research budget	
Ben recently replaced his pool pump through A1 Pools. Do NOT USE. Poor workmanship with	



## Team Member Audits

We also do a variety of team member audits to ensure their training sticks and to provide ongoing feedback and coaching to set us and our team up for success. The following are two examples.

## Customer Service Audits

- When a leader witnesses an interaction between a resident and a team member that has opportunity to be improved or to be reinforced and celebrated, the individual is pulled aside informally at the first available moment to coach or congratulate.
- A more formal process is utilized with new team members that follows a checklist tailored to their job scope that reinforces our standards for customer service.

### MiraBay Reception Standards & Evaluation

Employee Name: _____		Manager: _____		
Reception				
	Yes	No	Not	Not
1	Receptionist opens with a warm and sincere greeting with correct time of day. Ex: "Good morning, Mr. Jones." "Good afternoon. How may I assist you?"			
2	Telephone conversation is calm and clear.			
3	The resident is always asked permission before being placed on hold. Ex: "May I place you on a brief hold while I contact Maintenance?"			
4	Receptionist is highly articulate and avoids slang and excessive use of phrase fragments. Ex: Not using slang such as "guys", "folks", "dude", or "y'all".			
5	Receptionist is polite and maintains a gracious tone and appropriate pace throughout the interaction. Ex: The resident does not feel rushed or overwhelmed by the information provided.			
6	Receptionist readily smiles and maintains an engaging expression.			
7	Receptionist makes eye contact and keeps focus on the resident.			
8	Receptionist exhibits a genuine sense of interest and concern for that resident.			
9	Receptionist is thoughtful and intuitive, demonstrating anticipatory service when appropriate and helpful. Ex: Offering the hours and terms of Galley Call to new residents before they ask for it.			
10	Receptionist is knowledgeable about entire community or obtains resident and guest assistance.			
11	Receptionist does not decline a request without offering an appropriate alternative. Ex: "Boat dock permits go through our Field Ops department. I would be happy to connect you."			
12	The resident's name is used effectively as a signal of recognition, but discreetly. The number of times is determined by the length of interaction. Ex: Once upon greeting, once upon farewell.			
13	Receptionist is extremely well groomed, wearing clean and well-fitted attire. Name Tag is clearly visible.			
14	Channels of communication among staff is consistent and complete- resident does not have to repeat requests at any time.			
15	Receptionist closes interaction with polite and appropriate remarks. Ex: "Enjoy your day, Mr. Jones."			
Total Score: _____				
Trainer Signature: _____				Date: _____
Manager Signature: _____				Date: _____

## Lifeguard Audits

- Our Lifeguards are audited by their supervisors on an ongoing and random basis while they are working to ensure sustained proficiency in their lifesaving skillset. These audits included passive observations as well as active engagements to test their response times, CPR and first aid proficiency, ensure they have the required gear in their kits, the opportunity to save of an actor who pretends to be drowning, etc.







# Vendor Management

We've developed tools such as our "Landscape Accountability Tool" that ties a vendor's contract to efficient evaluation criteria, to best-ensure the highest levels of service and timely, specific, and measurable feedback. We have also worked to create more competition in the marketplace by using our local economies of scale to draw in new vendors as needed.

RECDD I, II and III Landscape Deficiency Report		February					March			April					
Contracted Item Description		1/24-1/30	1/31-2/6	2/7-2/13	2/14-2/20	2/21-2/27	2/28-3/6	3/7-3/13	3/14-3/20	3/21-3/27	3/28-4/3	4/4-4/10	4/11-4/17	4/18-4/24	4/25-5/1
Annuals	Contractor shall replace approximately Two thousand four hundred (2,400) annuals in four (4) inch pots up to four (4) times per year in designated areas noted on the service area map and maintain annuals to ensure a healthy appearance. (pg 30)												5	5	
	Contractor will remove dead or dying annuals before the appearance of such annuals could be reasonably described as an eyesore. If the beds are left bare prior to the next planting, Contractor will keep such beds free of weeds at all times until the next planting rotation occurs. (pg 30)	3	4	5	4	5	5	4	4	4	5	3	5	5	5
Total Items		31	33	30	30	28	32	26	28	28	30	34	30	30	
Total Possible Points		155	165	150	150	140	160	130	140	140	150	170	150	150	
Total Actual Points		127	143	132	124	116	137	112	128	132	127	147	122	126	
% of Total Possible Points		82%	87%	88%	83%	83%	86%	86%	91%	94%	85%	86%	81%	84%	78%

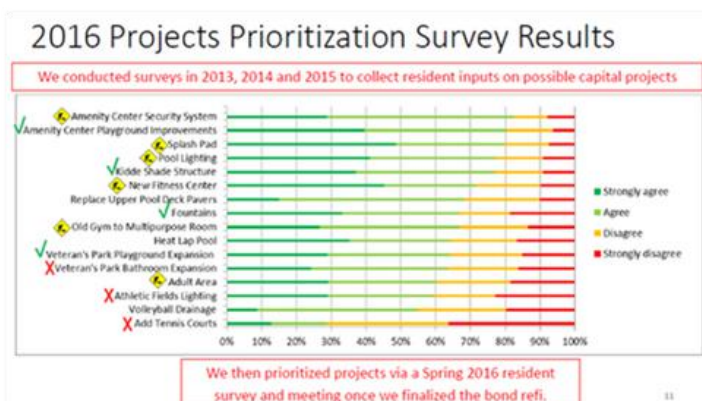
Timeliness Scoring	Pts
Completed within timeframe per contract/vendor timeframe	2
Completed but not within timeframe per contract/vendor timeframe	1
Not completed	0
Quality Scoring	
No discrepancies per contracted standard	3
Minor discrepancies per contracted standard	2
Major discrepancies per contracted standard	1
Work not performed per contracted standard	0
Maxium Points per a contracted task	5

- Based strictly on the landscape contract.
- Contracted service items are placed by week onto a calendar, based on when they are to be completed.
- Inspected and evaluated weekly, to produce an overall score % (actual pts./possible pts.)

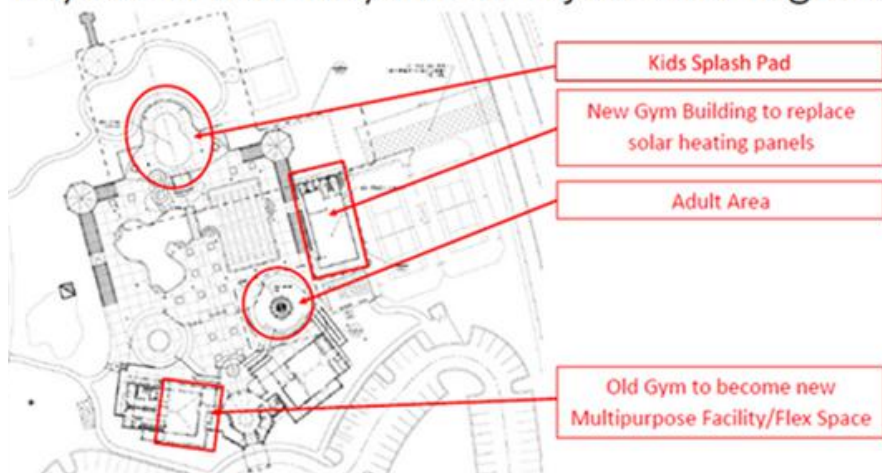


# Project Management

- Vesta actively supports all aspects of projects that our client-CDDs undertake, from sourcing vendors, aiding the board in their decision-making process, and then working closely with hired vendors.
- We leverage our expertise and the vendors' while providing accountability regarding their quality-of-work and contracted scope-of-work, to best-ensure that all stakeholders are engaged and kept updated on (1) work progress to-date; (2) that the work is completed on-time; and (3) that the best overall value is provided to the CDD.
- Vesta has many, many years of close experience with local vendors and therefore we share our recommendations across our many client locations. We have participated in regular capital work such as pool resurfacing, addition of pickleball courts, and complex, multi-million dollar enhancement projects. Examples are shown below:



## Layout of Amenity Area Projects In Progress



BIG Z POOL		Estimate 3462	
<b>Big Z Pool Services, LLC</b> 10000 LANTANA BLVD NORTH PALM BEACH, FL 33408 561-844-8822 bigzpool.com		Estimate 3462 TOTAL \$5,385.00	
DESCRIPTION	QTY	UNIT PRICE	TOTAL
Pool Light Covers	1	800.00	800.00
Pool Light Covers	1	1,000.00	1,000.00
Labor - Remove the existing light and install new light.			
NOTE: The condition of the manufacturer's warranty. We are not sure the light in the replacement but if this one is not working, then it will be replaced, we will give a credit for new installation. They are usually 5000 hours.			
TOTAL			\$5,385.00
Accepted By:		Accepted Date:	
If you have any questions please give us a call at 561-844-8822 Zach Sullivan Big Z Pool Services, LLC LICENSED & INSURED CPCE#1458255			





## Team Member Development

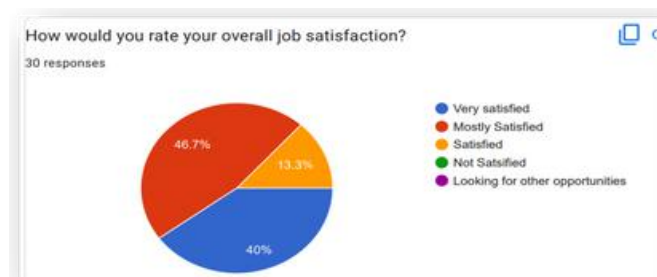
Our Team Members throughout Vesta are absolutely critical to our success in serving our customers, so it is essential that we invest in them. Our strong local presence provides our area team many opportunities for development and advancement, which helps us attract-and-retain the best talent.

Vesta employs customized, onsite operational training; supports our team to obtain specialized certifications; and provides Vesta-specific Customer Service Training to "set them up for success". We further build upon that with networking opportunities for managers at our pre-and-post season, all-manager meetings; and "peer walks."

- We also provide timely feedback through our (two way) **semi-annual check-ins**, which evolved from previous performance management reviews with a goal towards a less formal, more frequent and empowering experience.



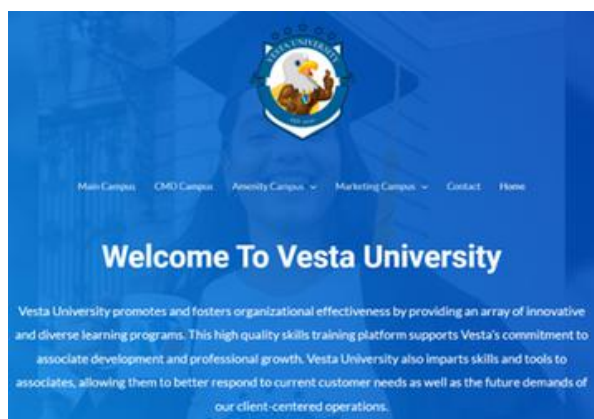
- We solicit manager feedback via **annual surveys** to ensure we are fully engaging, empowering and satisfying our onsite leadership teams.



- Most importantly, we actively foster our culture based upon our Vesta Core Values. One way we do this is through our annual "**Eagle Pride Day**".



- **Vesta University** is our website based training resource that provides 3rd party vendor training aids as well as internally created Vesta specific content developed by our subject matter experts. These training aids vary from videos to PowerPoint critical skill modules.







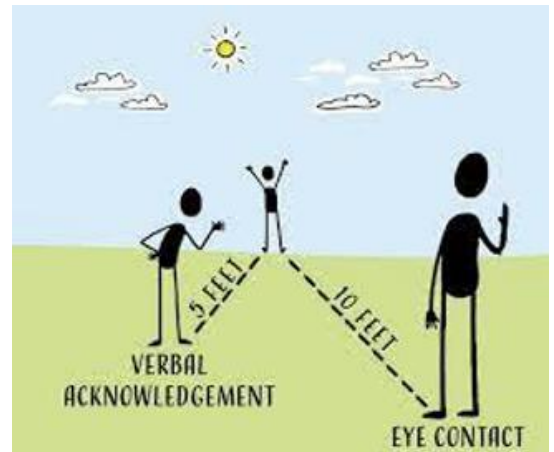
## Customer Service Training

Vesta has over four hours of Customer Service Training modules featuring valuable information conveyed through presentation slides, video reenactments, and hands-on, role-play exercises that we developed to provide all of our team members with the very best in Customer Service Training.

These modules include specific training for hourly staff, mid-level managers, and general managers, and have been custom-made by Vesta to fit our specific needs.

Some of our training topics include the following:

- What is customer service?
- How to deliver proper customer service?
- Customer service challenges and potential solutions
- Defining our customers
- Identifying conflicts of all types and how to deescalate and resolve
- Body language and perception
- Anticipation
- Following through and following up
- Service recovery
- The HEART Model
- The 10-5 Rule



### Service Recovery Model

**H**ear  
**E**mpathize  
**A**pologize  
**R**espond  
**T**hank



“ Our community, Harbor Bay CDD, switched from Rizzetta/WTS to Vesta during my third year as a Supervisor. If you are considering a switch in Management Companies, I wholeheartedly recommend that you consider Vesta.

No matter the size of your community, Vesta will over-invest in your management team in terms of the onsite personnel they assign to your community and the back-up support they provide to your onsite team. I have found Vesta to be ethical, resident-oriented, and creative in their approach to programming and solving problems.

Paul Curley, Former Chairman; Harbor Bay CDD (MiraBay)





## Management Training

We bring our General Managers, Amenity Managers and Lifestyle Directors together twice a year before and after the peak season to conduct training, prep and debrief the peak season and to network. We do the same with our Field Operations managers annually.

Some of our recent agenda topics have included the following:

- Customer Service Training
- Post Season Debriefs
- Annual Manager Survey results and action Items
- Pre Season Operational Initiatives
- Lifestyle Initiatives
- Team Building
- Topical Breakouts
- Operational Tools
- Performance Management
- Staffing Strategies
- Financial Analysis
- Training Development
- Retention Strategies
- Payroll Management and Reporting
- Results of operational pilots
- Team Member Check Ins
- Insurance
- Checklist Management
- OnBoarding
- Townhall with CEO



“ A key reason we employ Vesta is our strong work-relationship with their Management Team. We’ve been together for many years, and when deciding the level of customer service and the District’s cost, our relationship is such that we take into consideration what’s best for each other.

*Either you trust each other to do what’s best for all or you don’t hire them. It has to be a partnership to work, and I trust Vesta’s Management Team.*

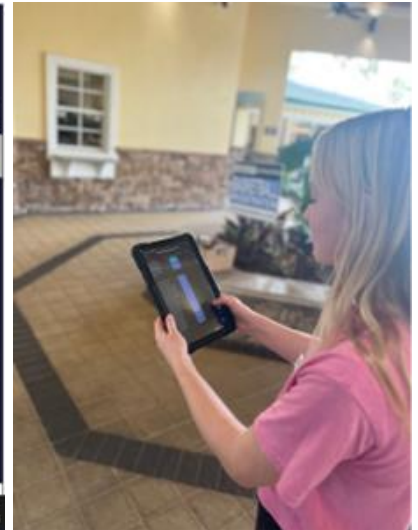
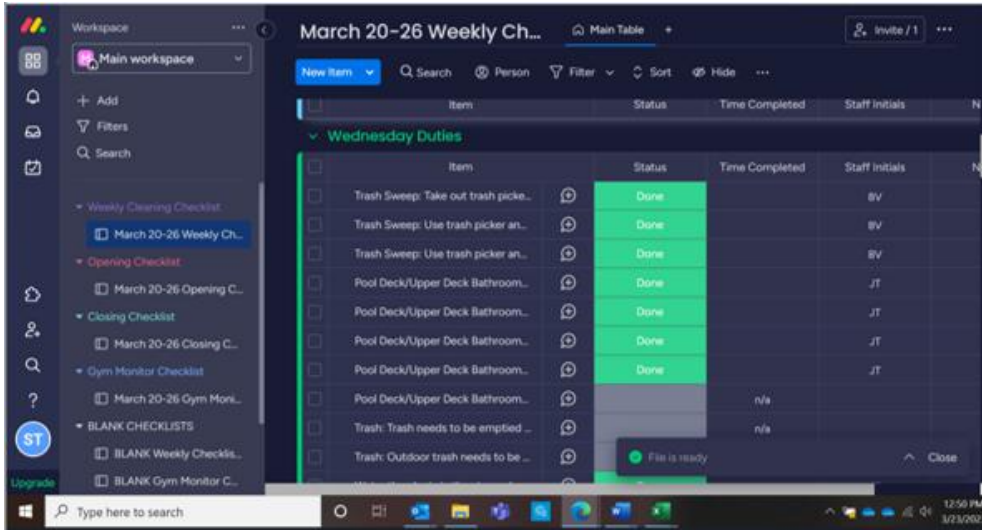
Michael C. Taylor, Board Chairman; Heritage Landing CDD

”



# Operational Checklists

We customize checklists (electronically with a Tablet PC) for onsite team members to use for each facility, covering our scope-of-services, CDD policies and procedures, and our own best practices. These checklists are used for documenting completion of tasks, training and coaching purposes.



The checklists are completed by the team member during the course of their shift and time-stamped. Our manager then can pull up the completed checklist and spot-check employees to provide feedback and coaching as necessary. The checklists are dynamic and updated as necessary by operational environment to stay as proactive as possible. Edits can be made remotely based on real time resident feedback. Results can be saved and imported into Excel as needed.

September 12-18 Weekly Checklist Board					Powered by  monday.com
Monday Duties					
Name	Status	Time Completed	Staff Initials	Notes	
Flex Space: Sweep the Floor	Done	8:32	KM	gouge in floor tile between women's restroom and drinking fountain	
Flex Space: Windex the Mirrors	Done	9:18	KM	Need more cleaner	
Flex Space: Windex Sue and Winslow's Office Door (inside and outside)	Done	9:36	KM		
Flex Space: Windex Flex Space Door (inside and outside)	Done	9:43	KM		
Pool Deck/Fire Pit/Upper Deck: Straighten all furniture	Done	10:58	SC		
Pool Deck/Fire Pit/Upper Deck: Wipe all tables with gym wipes	Done	1:32	SC		
Pool Deck/Fire Pit/Upper Deck: Wipe all trash cans with gym wipes	Done	1:55	SC		
Trash: Trash needs to be emptied in Office, Club Suite, Flex Space, Locker Rooms, Upper Bathrooms, Social Hall, and Pool Deck Bathrooms	Done	2:41	SC		
Trash: Outdoor trash needs to be emptied by the front gate and by the Social Hall					
Water plants in stone planters by front gate					
Facility Sweep @ 2 PM	Done	2:15	SC	Walk through all bathrooms, facility rooms, and pool deck. Makes sure all areas are clean, trash isn't overflowing, and are stocked properly.	
Facility Sweep @ 3 PM	Done	3:21	KM	Walk through all bathrooms, facility rooms, and pool deck. Makes sure all areas are clean, trash isn't overflowing, and are stocked properly.	
Facility Sweep @ 4 PM	Done	4:18	KM	Walk through all bathrooms, facility rooms, and pool deck. Makes sure all areas are clean, trash isn't overflowing, and are stocked properly.	
Facility Sweep @ 5 PM	Done	5:42	GL	Walk through all bathrooms, facility rooms, and pool deck. Makes sure all areas are clean, trash isn't overflowing, and are stocked properly.	
Facility Sweep @ 6 PM	Done	KM	GL	Walk through all bathrooms, facility rooms, and pool deck. Makes sure all areas are clean, trash isn't overflowing, and are stocked properly.	
Facility Sweep @ 7 PM	Done	KM	GL	Walk through all bathrooms, facility rooms, and pool deck. Makes sure all areas are clean, trash isn't overflowing, and are stocked properly.	



## Property Management Services Proposal

### POSSIBLE SCOPE-OF-SERVICES

**Option #1 (Per RFP): Not recommended due to relative expense and inefficiency.**

- Amenity Manager (40 hrs)
- Field Operations Manager (24 hrs)
- Facility Attendant (20 hrs)

**Option #2 (Combined Management Role with RFP scope): Least expensive option.**

- General Manager (40 hrs)
- Facility Attendant (24 hrs)
- Maintenance Technician (20 hrs)

**Option #3 (Combined Management Role with Expanded Pool and Janitorial Scope): Recommended due to the flexibility it provides to best address the community's needs.**

- General Manager (40 hrs)
- Facility Attendant (40 hrs)
- Maintenance Technician (40 hrs)
- Janitorial Technician (6-9 hrs)



## **Staff Roles and Responsibilities**

### **General Manager**

Provides a combination of Field Operations, Amenity and Lifestyle Management into one role supported by hourly staff.

The General Manager shall be the first point of contact for the District's residents on a day-to-day basis. This individual shall be responsible for the care of all District property and assets as well as the oversight of daily oversight of the amenities staff and lifestyle related activities.

General responsibilities include:

- Provide oversight and enforcement of all District related services and contracts.
- Provide support and accountability to all on-site staff.
- Work closely with District Staff in formulating upcoming operating budgets as well as maintain close oversight of the existing budget.
- Provide oversight of all District service providers and subcontractors.
- Issue monthly reporting to the Board of Supervisors. Bring relative issues to the board's attention on a timely basis outside of board meetings.
- Remain in close contact with the District Manager. Immediately report any unusual concerns that could escalate to the board or have a significant financial impact to the District.
- Work closely with District Staff as the primary point of contact for all matters related to the onsite daily operation of the district.
- Ensure all district policies are enforced consistently and professionally. Provide recommendations to the board if a suspension of privileges is warranted.
- Ensure that a high level of customer service is provided to all residents and guests of the community.
- Promote upcoming programs and events via eblasts, social media and signage.
- Provide timely communication to the community via E-Blast/Newsletter and other communication mediums.
- Attend and provide a written report at monthly board meetings.

The work schedule of the General Manager shall remain flexible as possible in order to monitor resident requests, contractors, and emergencies. The General Manager shall work full-time - typically weekdays, totaling forty (40) hours per week.

### **Facility Attendant**

General responsibilities include:

- Greet all residents upon entering the facility.
- Issue access cards. Ensure proper paperwork is acquired for owners and tenants.
- Ensure individuals using the facilities are residents or approved guests.
- Enforce District policies professionally and consistently.
- Complete appropriate paperwork to sign up individuals participating in events, activities, and private parties. Process funds when appropriate.
- Execute simple cleaning tasks.
- Conduct regular walkabouts on Amenity Center grounds.
- Complete checklists and conduct light cleaning throughout the facility.
- Assist management in the planning and execution of programs and special events.

## **Facility Maintenance**

Maintain a clean and safe environment by providing general maintenance and cleaning of all interior and exterior surfaces of the entire Amenity Center.

General responsibilities include:

- Regularly blow off pool deck, tennis courts, walkways and high visibility areas.
- Pick up debris in and around both amenity centers.
- Empty and replace waste receptacles.
- Assist the Field Operations Manager in the maintenance of all District assets and common grounds.
- Remove all spider webs, egg sacks and mud daubers from the exterior of buildings.
- Execute simple cleaning tasks.
- Projects as time and scope allows.

## **Pool Maintenance (Option 3 Only)**

Vesta shall provide the following services to maintain the typical pool maintenance duties to maintain the facility's three (3) bodies of water.

General responsibilities include:

- Manually skim, brush and vacuum pools as necessary.
- Maintain pools at proper water level and maintain filtration rates. Check valves for leaks, as well as other components, and maintain in proper condition.
- Conduct necessary tests for proper pool chemicals as required to maintain water quality levels within requirements of Chapter 64E-9.004(d).
- Operate filtration and recirculation systems, backwashing as needed.
- All bodies of water will be serviced three (3) times weekly March through August and two (2) times weekly September through February

## **Janitorial Services (Option 3 Only)**

Vesta shall provide the following janitorial duties to maintain the cleanliness of the facility's indoor spaces.

General responsibilities include:

- Maintain the general appearance of all indoor spaces.
- Empty and remove all trash from interior and exterior receptacles.
- Bathrooms: clean and disinfect floors, counters, mirrors, toilets, urinals and all surrounding areas. Paper and soap dispensers shall be cleaned and filled as needed.
- Fitness room: Provide cleaning of fitness equipment, mirrors, ceiling fans and baseboards.
- Clean all flooring.
- Services will be provided three (3) times weekly, March through August and two (2) times weekly, September through February.



# ST. JOHNS

GOLF & COUNTRY CLUB  
SAMPSON CREEK CDD



## Property Management Services Proposal

### PRICING

**What will we be billed?** The following table indicates the annual fee for Vesta's services to be paid for by the Sampson Creek CDD based on three proposed options for amenity operations.

Table #1			
Options	Fee		
	FY2024	FY2025	FY2026
<b>Option #1</b> per RFP	\$190,526	\$200,278	\$210,517
<b>Option #2</b> Combined Management Role with RFP scope	\$174,128	\$183,369	\$193,091
<b>Option #3</b> Combined Management Role with Expanded Pool and Janitorial Scope	\$245,429	\$258,886	\$273,067

**What will our net cost be?** The following table indicates the net cost to the Sampson Creek CDD after proposed program revenue share for Summer Camp and Amenity Athletics is deducted from the fees in Table #1 for options #1 thru #3. It also takes into account savings in option #3 from consolidating pool and janitorial services with Vesta as well since that scope would be inclusive of our pricing in Option #3.

Table #2			
Options	Net Estimated Cost to CDD		
	FY2024	FY2025	FY2026
<b>Option #1</b> per RFP (1)	\$181,126	\$190,596	\$200,544
<b>Option #2</b> Combined Management Role with RFP scope (1)	\$164,728	\$173,687	\$183,119
<b>Option #3</b> Combined Management Role with Expanded Pool and Janitorial Scope (1)(2)	\$178,529	\$188,829	\$199,701

# Property Management Services Proposal

## PRICING (Cont.)

The following table shows the actual estimated revenue share for programming as well as the cost currently incurred by Sampson Creek CDD to receive pool and janitorial services.

<b>Table #3</b>			
<b>Estimated Proceeds from Programing (Revenue Share) &amp; Scope Consolidation (Savings)</b>			
<b>Savings Notes</b>	<b>FY2024</b>	<b>FY2025</b>	<b>FY2026</b>
(1) Programming Revenue Share	\$9,400	\$9,682	\$9,972
(2) Pools & Janitorial Scope Consolidation	\$57,500	\$60,375	\$63,394

Provides a further breakdown of the details of the estimated revenue share, pool and janitorial services.

<b>Table #4</b>			
<b>Revenue Share and Scope Consolidation Savings Detail</b>			
	<b>FY2024</b>	<b>FY2025</b>	<b>FY2026</b>
Summer Camp Revenue Share	\$5,400	\$5,562	\$5,729
Amenity Athletics Revenue Share	\$4,000	\$4,120	\$4,244
<b>Total Revenue Share</b>	<b>\$9,400</b>	<b>\$9,682</b>	<b>\$9,972</b>
Janitorial	\$22,500	\$23,625	\$24,806
Pools	\$35,000	\$36,750	\$38,588
<b>Total Cost Savings</b>	<b>\$57,500</b>	<b>\$60,375</b>	<b>\$63,394</b>

**What is the estimated impact to our budget?** The following table highlights the estimated FY2024 budget impacts across the various options we are proposing. This is just to aid in your evaluation and comparison of our proposed options, but we would defer to your District Manager for final numbers, impacts and funding sources.

<b>Table #5</b>			
<b>FY 2024 Budget Impacts</b>			
	<b>Option #1</b>	<b>Option #2</b>	<b>Option #3</b>
CDD Budget for Relevant Scope of Services	\$155,584	\$155,584	\$213,084
Less Vesta Fee	-\$190,526	-\$174,128	-\$245,429
Plus Estimated Revenue Share	\$9,400	\$9,400	\$9,400
<b>Estimated Budget Deficit</b>	<b>-\$25,542</b>	<b>-\$9,144</b>	<b>-\$22,945</b>





We changed to Vesta in 2019 and the differences operationally and professionally are *night and day!*

*Vesta's diligence finds and resolves items that were overlooked previously. They have the talent and resources to handle a lot of these items in-house, something that typically is contracted out by others, at a much higher rate.*



Brandon Kirsch, Board Chairman – Tison's Landing CDD

## PROPOSAL FORMS

### 4.A.

#### GENERAL PROPOSER INFORMATION

- *Proposer General Information:*

Proposer Name Vesta Property Services, Inc.

Street Address 245 Riverside Avenue #300

P. O. Box (if any)

City State Zip Code Jacksonville, Florida 32202

Telephone (904) 355-1831 Fax no. (904) 355-1832

1st Contact Name Jay King Title Regional Vice President

2nd Contact Name Ginger Anzalone Title Regional President

Parent Company Name (if any) PMG Holdings

Street Address 5401 N. Central Expressway #290

P. O. Box (if any)

City Dallas State TX Zip Code 75205

Telephone (214) 272-4074 Fax no. (214) 751-2397

1st Contact Name Jose B. Maldonado Title Treasurer

2nd Contact Name Jason Villalba Title Secretary

- Company Standing:

Proposer's Corporate Form: **Corporation**

(e.g., individual, corporation, partnership, limited liability company, etc.)

In what State was the Proposer organized? **Florida** Date **November 12, 1995**

Is the Proposer in good standing with that State? Yes **X** No

If no, please explain

Is the Proposer registered with the State of Florida, Division of Corporations and authorized to do business in Florida? Yes **X** **Charter No. P95000090161**

If no, please explain

- What are the Proposer's current insurance limits?

General Liability **\$1,000,000**

Automobile Liability **\$5,000,000**

Workers Compensation **\$1,000,000**

Expiration Date **01/01/2024**

- Licensure – Please list all applicable state and federal licenses, and state whether such licenses are presently in good standing:

**Type of registration: Community Association Management Firm License**

**License No. #CAB3970 Expiration Date: 09/30/2023**

**Qualifying Individual: Lisa Ann Manzione Title: CAM / Regional President**

## 4.B. EXPERIENCE

- *Has the Proposer performed work for a community development district or master planned residential community in excess of 200 acres previously? Yes   x   No       
If yes, please provide the following information for each project.*

Project Name/Location: **Kings Point Golf & Country Club** / Delray Beach, FL

Contact: Frank Iovine Contact Phone: (561) 302-8803

Project Type/Description: HOA of 7,200 units (built-out)

Dollar Amount of Contract: \$6,156,000

Scope of Services for Project: Amenity Management, Field Operations Management, Maintenance Services, turnkey F & B Operations, Lifestyle Programs, Community Transportation Services, Golf Course Operations, Theatre Operations, and Pool Monitor Services.

Dates Served: 1993- Present



Project Name/Location: **Julington Creek Plantation CDD**

Contact: Michael Morton Contact Phone:

Project Type/Description: CDD of 5,800 homes (built-out)

Dollar Amount of Contract: \$1,650,000 (+ Cafe w/ \$185K in annual sales)

Scope of Services for Project: Amenity Management & Staffing, Field Operations Management, Facility Maintenance Services, turnkey Café Operation, Lifeguard Staffing, and Lifestyle Programs & Events.

Dates Served: 2017 - Present



Project Name/Location: **Kings Point Sun City Center** / Sun City Center, Fla.

Contact: Jack Davidson Contact Phone: (256) 341-8613

Project Type/Description: HOA of 5,600 homes (built-out)

Dollar Amount of Contract: \$5,720,000 (excluding HOA mgmt services)

Scope of Services for Project: Amenity Management, Field Operations Management, Maintenance Services, turnkey F & B Operations, Lifestyle Programs, Community Transportation Services, and Gatehouse Staffing.

Dates Served: 2008 - Present



Project Name/Location: **WestLake** / Palm Beach Gardens, Florida

Contact: Scott Gambone (V.P.) Contact Phone: (706) 319-0270

Project Type/Description: HOA of 4,000 homes at build-out

Dollar Amount of Contract: \$655,000

Scope of Services for Project: Amenity Management, Field Operations Management, Maintenance Services, HOA Management, Lifestyle Programs, and Lifeguard Services.

Dates Served: 2018 - Present



Project Name/Location: **Rivers Edge CDD ("RiverTown")** / Saint Johns, FL

Contact: Mac McIntyre Contact Phone: (850) 496-5510

Project Type/Description: CDD of 4,000+ homes at build-out

Dollar Amount of Contract: \$769,000 (+ Cafe w/ \$755K in annual sales)

Scope of Services for Project: Amenity Management, Field Operations Management, Facility Maintenance Services, turnkey Café Operation, Lifeguard Staffing, and Lifestyle Programs & Events.

Dates Served: 2015 - Present



## EXPERIENCE cont.

Project Name/Location: **Avenir CDD** / Palm Beach Gardens, Florida  
Contact: Jason Pierman (District Mgr.) Contact Phone: (561) 630-4922  
Project Type/Description: CDD of 3,000+ homes at build-out  
Dollar Amount of Contract: \$550,000  
Scope of Services for Project: Amenity Management, Field Operations Management, Facilities Maintenance Services, Cafe Operations, and Lifestyle Programs.  
Dates Serviced: November, 2021 - Present



Project Name/Location: **Durbin Crossing CDD** / Saint Johns, Florida  
Contact: Peter Pollicino Contact Phone: (973) 713-7384  
Project Type/Description: CDD of 2,600 homes (built-out)  
Dollar Amount of Contract: \$568,000  
Scope of Services for Project: Amenity Management, Field Operations Management, Maintenance Services, Lifestyle Programs, Lifeguard Services, and Facility Monitoring.  
Dates Serviced: 2008 - Present



“ Vesta has done an outstanding job in adapting to the ever-changing needs of the community and our 12,000+ residents. Vesta manages the amenities in the most up-to-date manner - one that the residents are proud of. I, along with the rest of the 9-member Federation Board, highly recommend Vesta for any position for which they may be considered.

”

Jack Davidson, President Federation Board, Kings Point Sun City Center

Project Name/Location: **Beach CDD** ("Tamaya") / Jacksonville, Florida  
Contact: Sheila Papplebon Contact Phone: (904) 645-1945  
Project Type/Description: CDD of 1,000+ homes at build-out  
Dollar Amount of Contract: \$307,000  
Scope of Services for Project: Amenity Management, Field Operations Management, Facilities Maintenance Services, and Lifestyle Programs.  
Dates Serviced: 2021 - Present



Project Name/Location: **Bartram Springs CDD** / Jacksonville, Florida  
Contact: Jim Oliver (District Mgr.) Contact Phone: (904) 315-4649  
Project Type/Description: CDD of 1,694 homes (built-out)  
Dollar Amount of Contract: \$532,000  
Scope of Services for Project: Amenity Management, Field Operations Management, Facilities Maintenance Services, Lifestyle Programs, and Lifeguard Services.  
Dates Serviced: 2005 - Present





## EXPERIENCE cont.

Project Name/Location: **Grand Haven CDD** / Palm Coast, Florida  
Contact: Barry Kloptosky (CDD Ops. Mgr.) Contact Phone: (386) 715-6081  
Project Type/Description: CDD with 1,895 homes (built-out)  
Dollar Amount of Contract: \$632,000 (+ Cafe w/ \$980k in annual sales)  
Scope of Services for Project: Amenities Management, Restaurant & Bar (Turnkey Operation), Facilities Maintenance, and Lifestyle Programs.  
Dates Serviced: 2007 - Present



Project Name/Location: **Heritage Landing CDD** / Saint Johns, Florida  
Contact: Michael Taylor Contact Phone: (603) 627-8467  
Project Type/Description: CDD of 1,151 homes (built-out)  
Dollar Amount of Contract: \$452,000  
Scope of Services for Project: Amenity Management, Field Operations Management, Facilities Maintenance Services, Lifestyle Programs, and Lifeguard Services.  
Dates Serviced: 2006 - Present



- *List the Proposer's total annual dollar value of amenity center management and grounds maintenance management\* completed for each of the last five (5) years starting with the latest year and ending with the most current year.*

**2018 = \$17,750,000**

**2019 = \$18,500,000**

**2020 = \$19,400,000**

**2021 = \$20,250,000**

**2022 = \$21,000,000**

**\*Vesta provides "Grounds Maintenance Management" (as part of over 500 Association Management agreements) as well as Food & Beverage Management, Lifestyle Programming, and Project Management services that are included in the above-dollar amounts.**

- Please provide the following information for each project that is similar to this project, and that you are currently undertaking, or have undertaken, in the past five years. Attach additional sheets if necessary.

Project Name/Location: **Beach CDD** ("Tamaya")/ Jacksonville, Florida  
 Contact: Sheila Papplebon Contact Phone: (904) 645-1945  
 Project Type/Description: CDD of 1,000+ homes at build-out  
 Dollar Amount of Contract: \$307,000  
 Scope of Services for Project: Amenity Management, Field Operations Management, Facilities Maintenance Services, and Lifestyle Programs.  
 Dates Serviced: 2021 - Present



Project Name/Location: **Heritage Landing CDD** / Saint Johns, Florida  
 Contact: Michael Taylor Contact Phone: (603) 627-8467  
 Project Type/Description: CDD of 1,151 homes (built-out)  
 Dollar Amount of Contract: \$452,000  
 Scope of Services for Project: Amenity Management, Field Operations Management, Facilities Maintenance Services, Lifestyle Programs, and Lifeguard Services.  
 Dates Serviced: 2006 - Present



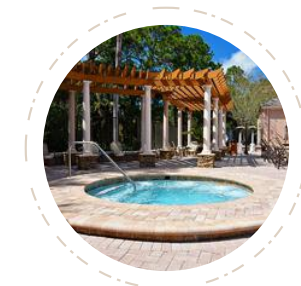
Project Name/Location: **Bartram Springs CDD** / Jacksonville, Florida  
 Contact: Jim Oliver (District Mgr.) Contact Phone: (904) 315-4649  
 Project Type/Description: CDD of 1,694 homes (built-out)  
 Dollar Amount of Contract: \$532,000  
 Scope of Services for Project: Amenity Management, Field Operations Management, Facilities Maintenance Services, Lifestyle Programs, and Lifeguard Services.  
 Dates Serviced: 2005 - Present



Project Name/Location: **Durbin Crossing CDD** / Saint Johns, Florida  
 Contact: Peter Pollicino Contact Phone: (973) 713-7384  
 Project Type/Description: CDD of 2,600 homes (built-out)  
 Dollar Amount of Contract: \$568,000  
 Scope of Services for Project: Amenity Management, Field Operations Management, Maintenance Services, Lifestyle Programs, Lifeguard Services, and Facility Monitoring.  
 Dates Serviced: 2008 - Present



Project Name/Location: **Grand Haven CDD** / Palm Coast, Florida  
 Contact: Barry Kloptosky (CDD Ops. Mgr.) Contact Phone: (386) 715-6081  
 Project Type/Description: CDD with 1,895 homes (built-out)  
 Dollar Amount of Contract: \$632,000 (+ Cafe w/ \$980k in annual sales)  
 Scope of Services for Project: Amenities Management, Restaurant & Bar (Turnkey Operation), Facilities Maintenance, and Lifestyle Programs.  
 Dates Serviced: 2007 - Present



Project Name/Location: **Julington Creek Plantation CDD** / Saint Johns, FL  
 Contact: Michael Morton Contact Phone:  
 Project Type/Description: CDD of 5,800 homes (built-out)  
 Dollar Amount of Contract: \$1,650,000 (+ Cafe w/ \$185K in annual sales)  
 Scope of Services for Project: Amenity Management, Field Operations Management, Facility Maintenance Services, turnkey Café Operation, Lifeguard Staffing, and Lifestyle Programs & Events.  
 Dates Serviced: 2017 - Present



Project Name/Location: **Rivers Edge CDD ("RiverTown")** / Saint Johns, FL  
Contact: Mac McIntyre Contact Phone: (850) 496-5510  
Project Type/Description: CDD of 4,000+ homes at build-out  
Dollar Amount of Contract: \$769,000 (+ Cafe w/ \$755K in annual sales)  
Scope of Services for Project: Amenity Management, Field Operations Management, Facility Maintenance Services, turnkey Café Operation, Lifeguard Staffing, and Lifestyle Programs & Events.  
Dates Serviced: 2015 - Present



- *Has the Proposer, or any of its principals or supervisory personnel (e.g., owner, officer, or supervisor, etc.), been terminated from any management contract within the past 3 years? Yes  No  Please provide the following information:*

Project Name/Location: **WaterSong** (in RiverTown) / Saint Johns, Florida  
Contact: D.J. Smith, Mattamy Homes Contact Phone: (904) 279-9500  
Project Type/Description: Active Adult planned-community of 600+ units at build-out.  
Dollar Amount of Contract: \$90,000  
Scope of Services for Project: Amenity-and-Lifestyle Management; special events. (Vesta also managed the HOA.)  
Dates Serviced: December, 2021 - July, 2022.  
Reason for Termination: Unsatisfactory work performance by Vesta's assigned staff.

Project Name/Location: **The Bay Club at WestShore Yacht Club** / Tampa, Florida  
Contact: Art Everson Contact Phone: (864) 346-3535  
Project Type/Description: Active Adult planned-community of 400+ units at build-out.  
Dollar Amount of Contract: \$400,000  
Scope of Services for Project: Amenity-and-Lifestyle Management; F & B Operations.  
Dates Serviced: 2012 - April, 2022.  
Reason for Termination: The residents acquired the Club from an affiliated Special Purpose Entity of Vesta, and decided to "self-manage" to try to reduce their expenses.

Project Name/Location: **Harbor Bay CDD** / Apollo Beach, Florida  
Contact: Daniel Leventry Contact Phone: (813) 995-5669  
Project Type/Description: CDD of 1,300+ homes (almost built-out)  
Dollar Amount of Contract: \$80,000  
Scope of Services for Project: District Management Services  
Dates Serviced: December, 2019 - 2022  
Reason for Termination: Vesta acquired the firm that had been providing the District's district management services. The Board then became dissatisfied with the quality of our subsidiary's accounting work for the District and terminated their agreement.

## EXPERIENCE cont.

- *Has the Proposer been cited by OSHA for any job site or company office/shop safety violations in the past five years? Yes \_\_\_ No X*
- *Has the Proposer experienced any worker injuries resulting in a worker losing more than ten (10) working days as a result of the injury in the past five years? Yes \_\_\_ No X*
- *Please state whether or not the Proposer or any of its affiliates are presently barred or suspended from bidding or contracting on any state, local, or federal contracts? Yes \_\_\_ No X*
- *List any and all governmental enforcement actions (e.g., any action taken to impose fines or penalties, licensure issues, permit violations, consent orders, etc.) taken against the Proposer or its principals, or relating to the work of the Proposer or its principals, in the last five (5) years. Please describe the nature of the action, the Proposer's role in the action, and the status and/or resolution of the action.*

### **None**

- *List any and all litigation to which the Proposer or its principals have been a party in the last five (5) years. Please describe the nature of the litigation, the Proposer's role in the litigation, and the status and/or resolution of the litigation.*

**- At our "Five Towns" managed-community in the St. Petersburg area, a resident alleged a type of "slip-and-fall," supposedly resulting from an insect sting occurring on the club premises/facilities that we maintain. The claim was dismissed.**

**- A former employee at our Kings Point Sun City Center property alleged wrongful termination in lieu of receiving severance pay (contrary to our standard employment practice.) The claim was dismissed.**

**- In February of 2019, a "Dram Shop" liability matter was settled by our insurance carrier involving a homicide of a resident by a fellow resident in a managed-community of Vesta's in the Tampa area, The Bay Club at Westshore Yacht Club.**

**- A former Vesta employee alleged age-discrimination as the reason for his or her termination at our Villages of Bloomingdale contact in Riverview. The claim was settled (for a modest sum) out-of-court on May 21, 2021.**



**4.C.**  
**PRICING**

Proposed Fee for Services

This must include all proposed costs of:

Amenity Management – Please provide the annual fee for full time amenity management services:

-Year 1	\$ <u>97,152.79</u>
-Year 2	\$ <u>101,997.79</u>
-Year 3	\$ <u>107,077.20</u>

Assistant Amenity Management – Please provide the hourly fee to provide assistant amenity management services:

-Year 1	\$ <u>24.00</u>
-Year 2	\$ <u>25.45</u>
-Year 3	\$ <u>27.00</u>

Field Operations Management – Please provide the annual fee to provide field operations management services three days a week:

-Year 1	\$ <u>68,857.13</u>
-Year 2	\$ <u>72,314.42</u>
-Year 3	\$ <u>75,940.37</u>

Preventative Maintenance and Repair Services – Please provide the hourly fee to provide preventative maintenance and repair services:

-Year 1	\$ <u>32.22-39.30</u>
-Year 2	\$ <u>34.15-41.66</u>
-Year 3	\$ <u>36.20-44.16</u>

NOTE: IF THE PROPOSER DESIRES TO PROPOSE AN ALTERNATE APPROACH TO OPERATING AND MAINTAINING THE DISTRICT'S FACILITIES, THE PROPOSER IS STRONGLY ENCOURAGED TO SUBMIT BOTH A PROPOSAL RESPONSIVE TO THE STRUCTURE OUTLINED HEREIN AND A SEPARATE, ALTERNATIVE PROPOSAL.



### CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY):  
1/25/2023

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

<b>PRODUCER</b> Arthur J. Gallagher Risk Management Services, LLC 501 Riverside Ave Suite 1000 Jacksonville FL 32202		<b>CONTACT</b> NAME: Jessica Goff PHONE (A/C No, Ext): 904-648-2301 FAX (A/C, No): 904-634-1302 E-MAIL: Jessica_Goff@ajg.com ADDRESS: Jessica_Goff@ajg.com	
<b>INSURED</b> Vesta Property Services, Inc. 245 Riverside Avenue Suite 300 Jacksonville FL 32202		<b>INSURER(S) AFFORDING COVERAGE</b> INSURER A: Accident Fund Insurance Company of America NAIC# 10166 INSURER B: INSURER C: INSURER D: INSURER E: INSURER F:	

COVERAGES CERTIFICATE NUMBER: 250042584 REVISION NUMBER:

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

TYPE	TYPE OF INSURANCE	ADDR	SUBRT	POLICY NUMBER	POLICY EFF	POLICY EXP	LIMITS
LTR		INS2	WVD		(MM/DD/YYYY)	(MM/DD/YYYY)	
	<b>COMMERCIAL GENERAL LIABILITY</b> <input type="checkbox"/> CLAIMS-MADE <input type="checkbox"/> OCCUR  GEN'L AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input type="checkbox"/> OBJECT <input type="checkbox"/> LOG OTHER:						EACH OCCURRENCE DAMAGE TO RENTED PREMISES (Ea occurrence) \$ MED EXP (Per year/person) \$ PERSONAL & ADV INJURY \$ GENERAL AGGREGATE \$ PRODUCTS - COMP/OP ACC \$ \$
	<b>AUTOMOBILE LIABILITY</b> <input type="checkbox"/> ANY AUTO <input type="checkbox"/> OWNED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> NON-OWNED AUTOS ONLY <input type="checkbox"/> HIRE/ <input type="checkbox"/> AUTOS ONLY						COMBINED SINGLE LIMIT (Ea occurrence) \$ BODILY INJURY (Per person) \$ BODILY INJURY (Per auto/acc) \$ PROPERTY DAMAGE (Per occurrence) \$ \$
	<b>UMBRELLA LIAB</b> <input type="checkbox"/> OCCUR <b>EXCESS LIAB</b> <input type="checkbox"/> CLAIMS-MADE USD <input type="checkbox"/> RETENTIONS						EACH OCCURRENCE AGGREGATE \$ \$
A	<b>WORKERS COMPENSATION AND EMPLOYERS' LIABILITY</b> ANY CORP/NEE FOR PARTNER/EXECUTIVE OFFICER/OWNER/REINCLUDED? (Mandatory in NH) YES, DESCRIBE UNDER DESCRIPTION OF OPERATIONS below		Y/N	UHWCP1007441801	1/1/2023	1/1/2024	<input checked="" type="checkbox"/> PER STATUTE <input type="checkbox"/> OTHER E - EACH ACCIDENT \$ 1,000,000 E - DISEASE - EA EMPLOYEE \$ 1,000,000 E - DISEASE - POLICY LIMIT \$ 1,000,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

<b>CERTIFICATE HOLDER</b>  Proof Of Coverage	<b>CANCELLATION</b> SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.  AUTHORIZED REPRESENTATIVE 
--	--

“ Vesta is extremely quick to resolve any problems that arise, and their work has been nothing less than stellar. Whether it is a Vesta employee on property, Amenity Manager, General Manager or Sr. Leadership, I have direct access to all and they always respond. They truly care about our community and residents, and enhancing the quality-of-life for them.

I could not give a higher or more enthusiastic recommendation.

”

Kevin Colcord, past Board Chairman; Bartram Springs CDD



# CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/YYYY)  
08/1/2023

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

If this certificate is being prepared for a party who has an insurable interest in the property, do not use this form. Use ACORD 27 or ACORD 28.

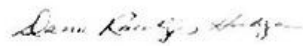
<b>PRODUCER</b> Associations Insurance Agency, Inc. 5401 North Central Expressway, Suite 315 Dallas, TX 75205		<b>CONTACT NAME:</b> Associations Insurance Agency, Inc. <b>PHONE:</b> (866) 384-8579 <b>FAX:</b> (214) 751-2390 <b>E-MAIL ADDRESS:</b> Info@AssociationsInsuranceAgency.com <b>PRODUCER CUSTOMER ID:</b> 00003921	
<b>INSURED</b>  Vesta Property Services, Inc. (Jacksonville) 245 Riverside Ave, Suite 300 Jacksonville, FL 32202	<b>INSURER(S) AFFORDING COVERAGE</b>		<b>NAIC #</b>
	INSURER A: Federal Insurance Company		
	INSURER B: AIG Specialty Insurance Company		
	INSURER C: Beazley Insurance Company, Inc.		
	INSURER D:		
	INSURER E:		

**COVERAGES** **CERTIFICATE NUMBER:** **REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED, NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF DATE (MM/DD/YYYY)	POLICY EXP DATE (MM/DD/YYYY)	LIMITS
	<b>COMMERCIAL GENERAL LIABILITY</b> <input type="checkbox"/> CLAIMS-MADE <input type="checkbox"/> OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input type="checkbox"/> PROJECT <input type="checkbox"/> LOC <input type="checkbox"/> OTHER:						EACH OCCURRENCE \$ DAMAGE TO RENTED PREMISES (Each occurrence) \$ MED EXP (Any one person) \$ PERSONAL & ADV INJURY \$ GENERAL AGGREGATE \$ PRODUCTS - COM/PROP AGG \$ \$
	<b>AUTOMOBILE LIABILITY</b> <input type="checkbox"/> ANY AUTO <input type="checkbox"/> ALL OWNED AUTOS <input type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> HIRED AUTOS <input type="checkbox"/> NON-OWNED AUTOS						COMBINED SINGLE LIMIT (Each occurrence) \$ BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per occurrence) \$ \$
	<b>UMBRELLA LIAB</b> <input type="checkbox"/> OCCUR <b>EXCESS LIAB</b> <input type="checkbox"/> CLAIMS-MADE <input type="checkbox"/> DED <input type="checkbox"/> RETENTION						EACH OCCURRENCE \$ AGGREGATE \$ \$
	<b>WORKERS COMPENSATION AND EMPLOYERS LIABILITY</b> ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) if yes, describe under DESCRIPTION OF OPERATIONS below	N/A					<input type="checkbox"/> PER STATUTE <input type="checkbox"/> OTHER \$ E.L. EACH ACCIDENT \$ E.L. DISEASE - EA EMPLOYEE \$ E.L. DISEASE - POLICY LIMIT \$
A-C	Various			Various	08/01/2023	08/01/2024	See Page 2 for Policy Limits & Deductibles

SPECIAL CONDITIONS / OTHER COVERAGES (Attach ACORD 101, Additional Remarks Schedule, if more space is required)

<b>CERTIFICATE HOLDER</b>	<b>CANCELLATION</b>
** Insurance Verification **	SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS. AUTHORIZED REPRESENTATIVE  Dana Hodge

ACORD 25 (2009/09)

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# CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/YYYY)  
08/01/2023

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

If this certificate is being prepared for a party who has an insurable interest in the property, do not use this form. Use ACORD 27 or ACORD 28.

<b>PRODUCER</b> Associations Insurance Agency, Inc. 5401 North Central Expressway, Suite 315 Dallas, TX 75205		<b>CONTACT NAME</b> Associations Insurance Agency, Inc. <b>PHONE:</b> (866) 384-8579 <b>FAX:</b> (214) 751-2390 <b>E-MAIL ADDRESS:</b> CertificateRequest@AssociationsInsuranceAgency.com <b>PRODUCER CUSTOMER ID:</b> 00003921	
<b>INSURED</b>  Vesta Property Services, Inc. (Jacksonville) 245 Riverside Ave, Suite 300 Jacksonville, FL 32202	<b>INSURER(S) AFFORDING COVERAGE</b>		<b>NAIC #</b>
	INSURER A: Ategrity Specialty Insurance Company		
	INSURER B: Axis Surplus Lines		
	INSURER C: Vantage Risk Specialty Insurance Company		
		INSURER D: Fair American Select Insurance Company	

**COVERAGES** **CERTIFICATE NUMBER:** **REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF DATE (MM/DD/YYYY)	POLICY EXP DATE (MM/DD/YYYY)	LIMITS
A	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR <input checked="" type="checkbox"/> SEVERABILITY OF INTEREST	X	X	01-B-GL-F00002595-4	08/01/2023	08/01/2024	EACH OCCURRENCE \$ 1,000,000
	<input type="checkbox"/> GEN. AGGREGATE LIMIT APPLIES PER <input checked="" type="checkbox"/> POLICY <input type="checkbox"/> PROJECT <input type="checkbox"/> LOC <input type="checkbox"/> OTHER						DAMAGE TO RENTED PREMISES (Per occurrence) \$ 500,000
							MED EXP (Any one person) \$ Excluded
							PERSONAL & ADV INJURY \$ 1,000,000
							GENERAL AGGREGATE \$ 2,000,000
							PRODUCTS COMP/PROP AGG \$ 2,000,000
							\$
	<b>AUTOMOBILE LIABILITY</b> <input type="checkbox"/> ANY AUTO <input type="checkbox"/> ALL OWNED AUTOS <input type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> HIRED AUTOS <input type="checkbox"/> NON-OWNED AUTOS						COMBINED SINGLE LIMIT (Per accident) \$
							BODILY INJURY (Per person) \$
							BODILY INJURY (Per accident) \$
							PROPERTY DAMAGE (Per accident) \$
							\$
							\$
B-D	<input type="checkbox"/> UMBRELLA LIAB <input checked="" type="checkbox"/> OCCUR <input checked="" type="checkbox"/> EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE			Various See Attached	08/01/2023	08/01/2024	EACH OCCURRENCE \$ 5,000,000
	DED <input type="checkbox"/> RETENTION \$		AGGREGATE \$ 5,000,000				
							\$
	<b>WORKERS COMPENSATION AND EMPLOYERS LIABILITY</b> ANY PROPRIETOR/PARTNER/EXECUTIVE OF FILER/MEMBER EXCLUDED? (Mandatory - TNH) If yes, describe under DESCRIPTION OF OPERATIONS below		N/A				<input checked="" type="checkbox"/> PER STATUTE <input type="checkbox"/> OTHER \$
							E.L. EACH ACCIDENT \$
							E.L. DISEASE - SA EMPLOYER \$
							E.L. DISEASE - POLICY LIMIT \$
	<b>Directors &amp; Officers</b>						LIMIT \$
							US/AGG/BILL \$

SPECIAL CONDITIONS / OTHER COVERAGES (Attach ACORD 101, Additional Remarks Schedule, if more space is required)

Certificate Holder is an Additional Insured, with respects to the GL Policy, per written contract.

**CERTIFICATE HOLDER** **CANCELLATION**

** Insurance Verification **	<p>SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.</p> <p><b>AUTHORIZED REPRESENTATIVE</b></p> <p><i>Dana Hodge</i> Dana Hodge</p>
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“ Three qualities make Vesta stand out. (1) their experience, (2) their positive attitude/work ethic, and (3) their creative, problem-solving approach. ”

Alison Golan, Julington Creek Plantation CDD (former Board Supervisor)

*"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

”





# Vesta

## Contact Us

245 Riverside Ave. #300  
Jacksonville, FL 32202

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

*FIFTH ORDER OF BUSINESS*

**FIXEL LAW FIRM, PLLC**

211 SOUTH GADSDEN STREET  
TALLAHASSEE, FLORIDA 32301

www.floridaeminentdomainattorneys.com

TOLL FREE  
(800) 848-7535

TELEPHONE  
(850) 681-1800

FACSIMILE  
(850) 681-9017

CONDEMNATION  
EMINENT DOMAIN

August 24, 2023

Robert Sevestre, Chairman  
Sampson Creek Community Development District  
1557 Drury Court  
St. Augustine, FL 32092

RE: **Florida Power & Light Company - Presuit**  
Sampson Creek Community Development District  
Our File No.: 51-11-SAM

Dear Mr. Sevestre:


This letter will further update you on the status of the above-referenced project.

As we discussed, Florida Power & Light Company ("FPL") recently advised my office that it has deferred the project to an undetermined date. According to a recent response from FPL, if the project resumes, my office will be notified.

As you are aware, if Sampson Creek is contacted by FPL or anyone on behalf of FPL, please instruct them to contact my office directly without providing any additional information to them. Then, please immediately call my office and advise.

My office will continue to request updates from FPL in regard to this project and provide updates if any new information has been received. In the meantime, should you have questions or concerns, please feel free to contact my office toll-free at (800) 848-7535.

Best Regards,

  
William A. Fixel

WAF/mel

cc: Wesley S. Haber, Esquire

51-11-SAM44



*SIXTH ORDER OF BUSINESS*

**Additional comments may be made based on changes to the application and/or submittal of new information.**

**Plan review comments will be valid six (6) months from the date of review comment letter. Upon expiration, a new submittal will be required including all appropriate fees.**

Application Number: PREAPP 2023000112

Submittal #: 1

Project Name: Sampson Creek CDD

Applicant: Alex Acree

Project Description: Proposed improvements to include three (3) new pickle ball courts along Cemetery Road for the St. Johns Golf and Country Club residential development. The addition of pickle ball courts is in high demand with the residences and will be owned and maintained by the CDD.

**When design changes are made to subsequent submittals that are not the result of comments from a previous review, they must be brought to the attention of county staff. Failure to do so may result in additional submittals or possible delays during construction.**

**Notice: Please read staff comments carefully as they may individually cite to specific provisions in the law or local regulations denying your development permit as defined in Chapter 163.3164 and pursuant to Chapter 125.022, Florida Statutes.**

## **DEPARTMENTS**

### **APPLICATION REVIEW SUPERVISOR**

#### **Information Only:**

**St. Johns County welcomes** the opportunity to serve you in your development project. Investing in the community is important for you as well as for St. Johns County and providing you with accurate information, as well as efficient service, is our goal.

The following comments are being provided as a courtesy during the preliminary stages of a development project to make a potential applicant and their development professionals aware of code standards that may affect their project.

Please be advised: This is only a pre-application. Any pre-application advice or conclusions related to County codes or processes provided by County staff to a planner, real estate agent, attorney, design professional (architect, engineer, code consultant, etc.), or any other applicant/owner representative is subject to change upon receiving a complete application. Changes in design from preliminary to final submittal will often affect the code review. Applicants and property owners are advised to consult with their design professionals (architects and engineers) after meeting with County staff to further explore code implications for their project. Only your design professional can advise you on all of the code implications and options on the design of your project.

#### **Information Only:**

**>>> Commercial construction plans will need to be filed.** See the Development Review Manual (DRM) Section 13: [www.sjcf.us/DevelopmentReview/DRManual.aspx](http://www.sjcf.us/DevelopmentReview/DRManual.aspx)

#### **Information Only:**

Kelly Schley, Application Review Supervisor, Growth Management, 904-209-0720 | [kschley@sjcf.us](mailto:kschley@sjcf.us)

### **PLANNING AND ZONING**

1. The subject property is part of the St. Johns Golf & Country Club PUD (Ord. 2004-111, as amended), which allows for recreational uses.

2. Staff is unsure of the purpose the radii shown on the proposed plan of development offer. **Please elaborate.**

3. While parking will need to be provided for the new courts. The MDP Text does not define any parking formulas for recreational areas of the PUD and LDC Section 6.05 does not give any requirements for outdoor recreational areas either. Therefore, please create your own formula to justify your parking calculations.

4. On the site plan, please include the following (per DRM section 13):

- a. **Sign location(s):** label height, dimensions, distance from property lines, and advertising display area. A notation should be included on the site plan stating that all signage will meet the requirements of LDC sections 7.02.00 and 7.06.00.
- b. **Buffers & setbacks:** please depict and clearly label.
- c. **Dumpster/Waste and Mechanical Equipment:** Please include a notation that these will be screened from view in accordance with Land Development Code, Sections 6.06.04.B.8 and 6.06.04.B.9
- d. **Fence** (if applicable): label and show on site plan. Also include height and materials.
- e. **Zoning & Land Use** (of all surrounding properties)
- f. **Land Use table:** Demonstrate the proposed square footage out of the maximum 80,000 square footage, per Ordinance \_\_\_\_\_. (as amended).
- g. For structures shown, please include the following per DRM Section 13.0:
  - i. Setbacks (from property lines, water bodies, and wetlands).
  - ii. Distances between all structures.
  - iii. Identify the structures in front of the canopies
  - iv. Underground fuel storage tanks ( if applicable): label & show 300 ft. radius.
  - v. Location of ac/hvac.
  - vi. Sidewalks (with dimensions): label existing & proposed.
- h. Please include the following notes on your site plan:
  - i. Dumpster/Waste and Mechanical Equipment will be screened from view in accordance with Land Development Code, Sections 6.06.04.B.8, 6.06.04.B.9, and 6.01.03.H.2.
  - ii. Site lighting will meet the requirements of LDC, Section 6.09.00. & 5.03.06.H.
  - iii. Gas station will meet the applicable design standards of LDC, Section 6.08.19 - this criteria will be confirmed at submittal of the Commercial Construction Plans.
  - iv. All pedestrian accessible routes shall meet the requirements of the Florida Accessibility Code for Building Construction (FACBC), adopted pursuant to Section 553.503, Florida Statutes and based on the 2010 ADA Standards for Accessible Design.
  - v. Bicycle parking shall conform to standards of LDC 6.05.02 (M).

#### **Information Only:**

Planning & Zoning Division Reviewer: Evan Walsnovich, Planner, Phone: (904)-209-0596 email address: [ewalsnovich@sjcf.us](mailto:ewalsnovich@sjcf.us)

### **CONCURRENCY/TRANSPORTATION PLANNING**

1. Per Sec. 6.05.02.M of the LDC, if not already provided, where feasible, please provide bicycle parking locations for the proposed development. "*All bicycle parking facilities shall be located on the same building site as the Use for which such facilities serve and as close to the Building entrance as possible without interfering with the flow of Pedestrian or Motor Vehicle traffic.*"

#### **Information Only:**

Concurrency/Transportation Planning Reviewer: Keisha Fink, AICP Transportation Planner, 904-209-0753, [kfink@sjcf.us](mailto:kfink@sjcf.us)

### **HISTORIC PRESERVATION PLANNING**

#### **Information Only:**

The proposed pickleball courts are in close proximity to the historic cemetery. Archaeological review is complete. However, in the event that archaeological and historical resources are encountered during ground disturbing activities, all work shall halt and the St. Johns County Environmental Division shall be contacted immediately at 904-209-0623. (Policy A.1.4.6 Comprehensive Plan).

#### **Information Only:**

Application Reviewed by Hali Barkley, Growth Management-Environmental (904)209-0623 [hbarkley@sjcf.us](mailto:hbarkley@sjcf.us)

### **TECHNICAL/TRANSPORTATION DEVELOPMENT**

Application reviewed and signed off.

### **COUNTY UTILITY DEPARTMENT**

#### **Information Only:**

Not in S.J.County Utility Department service area. No additional comments. Reviewed by: Melissa Caraway, SJCU, 209-2606.

### **FIRE SERVICES**

#### **Information Only:**

The Fire Marshal's Office has reviewed the application and/or plans and has no comments at this time. However, if the scope of this application changes, additional comments may be forthcoming.  
Stephanie Murray, Fire Plans Examiner, (904-209-1742) [smurray@sjcf.us](mailto:smurray@sjcf.us)

### **ENVIRONMENTAL DIVISION**

1. The following are Land Development Code requirements that will be reviewed for on the landscape and tree mitigation plans regarding commercial development. Section 4.01.05 contains regulations on the minimum number of Trees, Tree Inches, Historic and Specimen Trees, exemptions, Protected Trees, Land Clearing, Tree replacement requirements, Tree Permits, Permit application procedures, along with other regulations about Trees and vegetation in unincorporated St. Johns County. Section 6.06.00 contains regulations on minimum landscaping, buffering and parking area standards. Plant species shall be appropriate for their designated use and environment.

a. **Tree Inventory/Survey Requirements:** A site plan identifying all protected trees shall be provided. It shall depict all improvements and existing Protected Trees as set forth in Section 4.01.05.F.1. Development Plans shall be designed to conform to and take advantage of topographic and other natural features of the land, including the conservation of existing Trees. (Sections 4.01.04.A.1, 4.01.06, 5.00.01, Land Development Code)

b. **Tree Mitigation/Inches per Acre Requirements:** Removed Protected Trees are replaced on an inch for inch basis. Also, a minimum of 80 tree inches per acre is required. Please provide the 80"/acre calculation on all future landscape plans.

c. **70/50/50:** 70% of planted replacement trees need to be of a canopy type with no one species planted greater than 50% of the total planting. A minimum of fifty (50) percent of the required plant materials shall be native species for required trees and shrubs.

d. **Tree Island Requirements:** A tree island is required to limit unbroken rows of parking to a maximum of 100 feet within a parking area. In addition, a row of parking spaces not abutting perimeter-landscaping areas shall be terminated on each end by a Terminal Tree Island. Islands should be a minimum of 15 feet wide, measured from back of curb, extending the required length of the Parking Space. At least one canopy or shade tree shall be provided within each tree island.

e. **Minimum Landscape Buffering Requirements:** A 6-foot landscape buffer is required between vehicular use areas and any property lines. An 8-foot landscape buffer is required between vehicular use areas and any road right of way. A driveway into a Parking Area shall be bordered by a landscaped buffer a minimum of eight (8) feet in width. These landscape buffers shall contain a continuous shrub line at a minimum of 24 inches high when planted with maximum 3 foot spacing. Please depict and label all required buffers if applicable on future landscape plans.

f. **Landscape Spacing Requirements:** Tree plantings shall not be closer than 7.5' from underground pressurized utility lines and not closer than 3' from any Fire Department Connections or Hydrants. Vegetation that exceeds twenty-five (25) feet in height at maturity should not be planted closer than fifteen (15) feet of the vertical plane of an existing power line, excluding service wires. Canopy trees shall be spaced no less than 20' away from other trees and non-canopy trees no less than 10' away from other trees.

g. **Labeling Requirements:** Please clearly depict and label all infrastructure and utility items on the landscape plan. This would include fire hydrants, fire department connections, light poles, overhead electric, utility boxes, signage, and easements.

h. **Florida Friendly/Xeriscape Requirements:** The use of Florida Friendly landscaping techniques and the use of native plants as part of the overall landscaping plan shall be required, as specified in these regulations. All plantings shall be selected based on the principles of Florida Friendly landscaping including planting the right plant in the right place and providing for efficient watering. No more than 50% of the total irrigated area onsite shall be with high volume irrigation emitters. (Sections 4.01.04.A.1, 4.01.06, 5.00.01, 6.06.02.A Land Development Code)

2. Documentation that a qualified scientist has assessed the site for the presence or potential occurrence of listed species will be required. The documentation should discuss the methodology used, the findings of the assessment and a map identifying and locating any listed species and current or previously documented essential habitat within project boundaries. Upon receipt of the Report a review will be made and comments rendered. (Comprehensive Plan Policy E.2.2.7)

#### **Information Only:**

*Pre-application comments are for informational purposes based on information provided for staff review. This application does not authorize the commencement of any tree removal, land clearing, or construction activities. Prior to commencement of land clearing all applicable state and federal permits including, but not limited to: Environmental Resource Permits; wildlife-related permits; NPDES Stormwater Permits; and ACOE wetland permits must be obtained and submitted the SJC Environmental Staff for review. (SJC LDC 4.01.06)*

#### **Information Only:**

Application reviewed by Corryn George, Growth Management-Environmental,(904) 209-0670 [cgeorge@sjcf.us](mailto:cgeorge@sjcf.us)

### **ENGINEERING DIVISION**

Application reviewed and signed off.

### **PROJECT LIAISON**

Application reviewed and signed off.

*SEVENTH ORDER OF BUSINESS*



## **EXHIBIT C**

### **FORM OF REQUISITION FOR SERIES 2020 PROJECT**

The undersigned, an Authorized Officer of Sampson Creek Community Development District (the "District") hereby submits the following requisition for disbursement under and pursuant to the terms of the Master Trust Indenture from the District to U.S. Bank National Association, Orlando, Florida, as ultimate successor in trust to First Union National Bank, as trustee (the "Trustee"), dated as of December 1, 2000 (the "Master Indenture"), as amended and supplemented by the Sixth Supplemental Trust Indenture from the District to the Trustee, dated as of February 1, 2020 (the "Supplemental Indenture" and together with the Master Indenture, the "Indenture") (all capitalized terms used herein shall have the meaning ascribed to such term in the Indenture):

(A) Requisition Number: 141

(B) Name of Payee: Matthews | DCCM  
7 Waldo Street  
St. Augustine, FL 32084

(C) Amount Payable: \$3,634.44

(D) Purpose for which paid or incurred (refer also to specific contract if amount is due and payable pursuant to a contract involving progress payments, or, state Costs of Issuance, if applicable):

**Invoice No.: 189665, Sampson Creek CDD – Aquatics Phase 2, Concept Revisions, Construction plans prep, Meetings, Reimbursables**

(E) Fund or Account and subaccount, if any, from which disbursement to be made:

**Series 2020 construction Fund**

The undersigned hereby certifies that:

€ obligations in the stated amount set forth above have been incurred by the District, that each disbursement set forth above is a proper charge against the Series 2020 Acquisition and Construction Account referenced above, that each disbursement set forth above was incurred in connection with the acquisition and construction of the Series 2020 Project and each represents a Cost of the Series 2020 Project, and has not previously been paid

OR

€ this requisition is for costs of issuance payable from the Series 2020 Costs of Issuance Account that has not previously been paid.

The undersigned hereby further certifies that there has not been filed with or



served upon the District notice of any lien, right to lien, or attachment upon, or claim affecting the right to receive payment of, any of the moneys payable to the

Payee set forth above, which has not been released or will not be released simultaneously with the payment hereof.

The undersigned hereby further certifies that such requisition contains no item representing payment on account of any retained percentage which the District is at the date of such certificate entitled to retain.


Originals or copies of the invoice(s) from the vendor of the property acquired or services rendered with respect to which disbursement is hereby requested are on file with the District.

**SAMPSON CREEK COMMUNITY  
DEVELOPMENT DISTRICT**

By:   
Authorized Officer

**CONSULTING ENGINEER'S APPROVAL FOR  
NON-COST OF ISSUANCE REQUESTS ONLY**

If this requisition is for a disbursement from other than the Series 2020 Costs of Issuance Account, the undersigned Consulting Engineer hereby certifies that this disbursement is for a Cost of the Series 2020 Project and is consistent with: (i) the applicable acquisition or construction contract; (ii) the plans and specifications for the portion of the Series 2020 Project with respect to which such disbursement is being made; and (iii) the report of the Consulting Engineer attached as an exhibit to the Supplemental Indenture, as such report shall have been amended or modified on the date hereof.

  
Consulting Engineer

Project Manager Eric Lanehart



Sharyn Henning  
 Sampson Creek Community Development District  
 475 West Town Place  
 Suite 114  
 St Augustine, FL 32092

September 12, 2023  
 Invoice No: 189665

Project 16080.03 Sampson Creek CDD - Aquatics Ph. 2

**Professional Services through August 31, 2023**

Phase	001	Concept Revision		Hours	Rate	Amount
		Landscape Architecture Division Lead		2.00	240.00	480.00
		Sr. CAD Designer 1		6.00	160.00	960.00
		<b>Total Labor</b>				<b>1,440.00</b>

Phase	002	Construction Plans Preparation		Hours	Rate	Amount
<b>Fee</b>		Total Fee	6,500.00			
		Percent Complete	32.00	Total Earned		2,080.00
				Previous Fee Billing		0.00
				Current Fee Billing		2,080.00
		<b>Total Fee</b>				<b>2,080.00</b>

Phase	004	Meetings and Coordination		Hours	Rate	Amount
		Land Development Division Lead		.25	260.00	65.00
		Project Administrator		.25	100.00	25.00
		<b>Total Labor</b>				<b>90.00</b>

Phase	999	Reimbursable Expenses		Hours	Rate	Amount
		Mileage				24.44
		<b>Total Expenses</b>				<b>24.44</b>

**Total Due: \$3,634.44**

Billed to Date	Current Due	Prior Billed	Billed to Date
Fee	2,080.00	0.00	2,080.00
Labor	1,530.00	0.00	1,530.00
Expense	24.44	0.00	24.44
<b>Totals</b>	<b>3,634.44</b>	<b>0.00</b>	<b>3,634.44</b>

7 Waldo Street, St. Augustine, FL 32084 | P: 904.826.1334 | F: 904.826.4547 | www.MDGinc.com

Invoices are due upon receipt. Prompt payments are critical to keeping your project on schedule. Matthews | DCCM accepts all major credit cards for a 3.5% convenience fee. Payments not received within 30 days of the invoice date are considered past due and all work and submittals will be placed on hold until payment is received along with finance charges of 18% annual accrued. We appreciate your business and cooperation with timely payments.

*EIGHTH ORDER OF BUSINESS*

*E.*



*1.*

9/21/2023

# Sampson Creek

Community Development District  
Field Operations & Amenity Management Report



**Marc J. Rousseau**

FIELD OPERATIONS MANAGER  
RIVERSIDE MANAGEMENT SERVICES, INC.

**Leah Tincer**

AMENITY MANAGER  
RIVERSIDE MANAGEMENT SERVICES, INC.

# Sampson Creek Community Development District

## Field Operations & Amenity Management Report

September 21, 2023

To: Board of Supervisors

From: Marc J. Rousseau  
Operations Manager

Leah Tinchler  
Amenity Manager

RE: Sampson Creek Field Operations & Amenity Management Report  
September 21, 2023

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



# Events

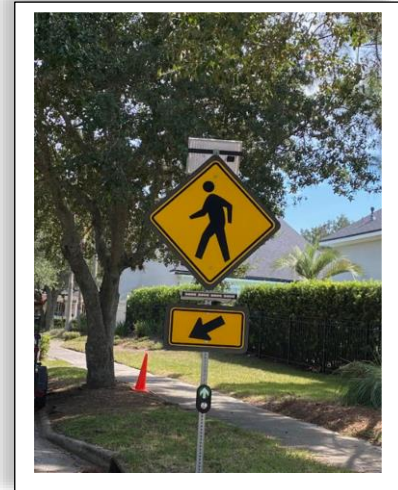
## Amenity and Recreation Manager:

1. **September 11th** - Chick-Fil A coming to St Johns  
EVERY Monday Night 5-7:30  
(Park @ grass island with food truck signs out to show  
where to Park)
2. **October 9th** – Blood Mobile 10-6pm
3. **October 29th** – Halloween Festival -1-4pm (bounce houses, slides,  
hayride, obstacle course, wipe out balls, atomic bungee etc...)
4. **November 12th** – Fall Festival – 1-4pm (pumpkin patch, Rockwall,  
photo Opp, Festival décor, field games, hayride, etc...)
5. **December 3rd** – Christmas Village -1-4pm (Christmas house,  
inflatable frozen village, snowball arena, toddler interactive, human  
snowball track etc...)

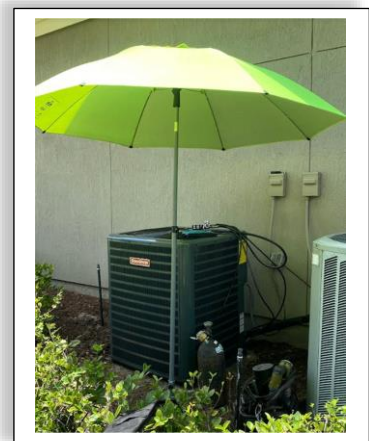
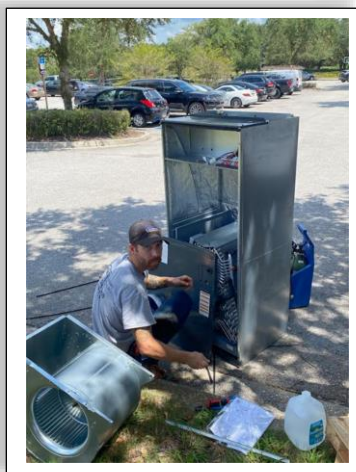


# Completed Projects

✚ New crosswalk sign being installed on St. John's Golf Drive.



✚ New HVAC unit installed for the Fitness Center.



## Conclusion

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

Respectfully,

Leah Tinchur  
Marc Rousseau

## Updates on Approved Projects

Company	Approved Item	Update
JAX Sound & Communications	New 360 degree camera at splash pad area.	A replacement 360 degree camera has been installed at the splash pad area. There is ample coverage of the playground area, the volleyball court, the south end of the soccer field, and the splash pad area. In addition, three of the cameras have a good viewing angle of the golf cart path around the playground and splash pad curve.
Duval Asphalt – 1720 Highland View Dr.	Storm drain repairs and subsequent asphalt repairs.	All required agreements and COIs have been received. Waiting for Chairman’s review and signature.
Duval Asphalt & Jakes Concrete	Curb replacement and tree root removal. Asphalt to patch repairs.	A vendor agreement and COI from Duval has been received. Waiting for Vendor agreement and COI from Jakes Concrete.
2Men Concrete	Repair/Replace all uplifted sidewalks in community	Waiting for the signed vendor agreement and COI from contractor. Will then send to Chairman for review and signature.
Pro Court Surfaces	Resurfacing of four tennis courts.	Resurfacing will begin the first week of November 2023, and last two weeks. Courts 1 & 2 will be closed the first week, and courts 3 & 4 will be closed the following week.
TreeCo	Community tree trimming project	TreeCo is scheduled to be at Sampson Creek on the 16 <sup>th</sup> of September to begin a three week project to raise the oak tree canopies throughout the streets of the community. Weather permitting.

2.





**The Lake Doctors, Inc.**  
Aquatic Management Services<sup>®</sup>

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 3  
**Work Order Number:** 1810988  
**Completed Date:** 8/10/2023  
**Target Pests (if applicable):**

**Thank you for  
your business!**

**Service Notes & Observations**

Treated for algae blooms in zone 2.  
Will check back.  
Thank you

<u>Environmental Conditions</u>	
<b>Weather:</b>	
<b>Temperature:</b>	0
<b>Wind Direction:</b>	null
<b>Wind Speed:</b>	0
<b>Humidity:</b>	

Treated for Algae

**Services Completed by:**

**Customer Signature (if needed):**

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



**American Owned  
& Operated**



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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 1  
**Work Order Number:** 1810986  
**Completed Date:** 8/11/2023  
**Target Pests (if applicable):**

**Thank you for  
your business!**

**Service Notes & Observations**

19- treated for algae. 21- treated for algae. 24- treated for algae. 23, 24B, 25, 20 inspected. 24A- treated for algae, partially cleared outfall. Outfall drainage compromised by logs, large chunks of concrete. 25A- treated for algae. 26 treated for minimal algae. Thanks!  
Steven

<u>Environmental Conditions</u>	
<b>Weather:</b>	Overcast
<b>Temperature:</b>	92.97
<b>Wind Direction:</b>	East
<b>Wind Speed:</b>	10.36
<b>Humidity:</b>	65.0000

Inspected Pond(s), Inspected/Cleared Outfall Area, Treated for Algae

**Services Completed by:**

**Customer Signature (if needed):**

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





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Aquatic Management Services<sup>®</sup>

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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 6  
**Work Order Number:** 1811545  
**Completed Date:** 8/14/2023  
**Target Pests (if applicable):**

**Thank you for  
your business!**

**Service Notes & Observations**

Treated for algae blooms in zone 2.  
Thank you

<u>Environmental Conditions</u>	
<b>Weather:</b>	
<b>Temperature:</b>	0
<b>Wind Direction:</b>	null
<b>Wind Speed:</b>	0
<b>Humidity:</b>	

Treated for Algae & Invasive Aquatic Weeds

**Services Completed by:**

**Customer Signature (if needed):**

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



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Aquatic Management Services<sup>®</sup>

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 3  
**Work Order Number:** 1812713  
**Completed Date:** 9/7/2023  
**Target Pests (if applicable):**

**Thank you for  
your business!**

**Service Notes & Observations**

#1 treated for algae.  
 #9 treated for algae.  
 #12a treated for algae. looking much better.  
 #12 treated for algae. looking great.  
 #13 treated for algae looking good.  
 #14 perfect.  
 #14a treated for algae and emergent weeds.  
 #15 treated for algae.  
 #16 treated for algae. looking much better.  
 #17 treated for algae. looking much better  
 Things are looking so much better.  
 My cell 904 3121110.  
 Thank you very much.

**Environmental Conditions**

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

Treated for Algae, Treated Shoreline Weeds

**Customer Signature (if needed):**



**Services Completed by:**



A handwritten signature in blue ink that reads "Garrett Potter".

Garrett Potter

904-626-1883 | [garrett.potter@lakedoctors.com](mailto:garrett.potter@lakedoctors.com)

**American Owned**

**& Operated**



Phase II





3.



# Chemical & Fertilizer Application Record

Date		Applicator's Name	
Time		Applicator's Signature	
License #		Address, State, ZIP	

## Pesticide Information

<u>Product:</u>					
<u>Formulation:</u>					
<u>Active Ingredient:</u>					
<u>Concentration:</u>					
<u>Rate of Application (Product) Per 1000 ft.:</u>					
<u>Rate of Application (Product) Per Acre:</u>					
<u>Rate of Application (a.i.) Per 1000 ft.:</u>					
<u>Rate of Application (a.i.) Per Acre:</u>					
<u>Total Used:</u>					
<u>Target Pest:</u>					
<u>Supplier:</u>					
<u>Manufacturer:</u>					
<u>EPA Registration #:</u>					
<u>Lot #:</u>					

## Application Information

Type of Area Treated:	Total Area Treated:	Method of Application:
Speed of Machine: MPH	RPM:	Gear:
Pressure Maintained: Boom:	Control:	Nozzle Size:
Spreader Setting:	Throw to Center: (2 Directions)	Edge to Edge: (1 Direction)
Spreader Width:		
Gallons H2O Per Acre:	Per 1000 ft.:	

## Weather Conditions at Time of Applications

Temperature:	Wind Speed:	Wind Direction:	Humidity:	Other:
Triple Rinse:	Area Triple Rinse:			

Comments (Problems, Effectiveness, Jar Test, Safety Notes, Spray Indicator, etc.)

## Respirator Use / Maintenance



**St. Johns Golf & Country Club**

**Amenity Field Report**

**September 14<sup>th</sup>, 2023**

Prepared by – Ben Pasquith, General Manager

Prepared for – Marc Rousseau, Operations Manager

**SUMMARY**

Below notates the work completed from August 10<sup>th</sup> – September 13<sup>th</sup>. In addition to mowing, blowing, edging the following applications were made and supporting application records were submitted.

- 8.22.2023 – Field Application
  - Granular Fertility
  - 21-0-0

**UPCOMING WORK**

In the next thirty days, the following work is expected to be completed.

- Nematicide Application
- We will be monitoring surfaces closely for weeds.
- Overseeding will occur in the next 60 days.
- Workdays will be scheduled around Amenity needs.
  - Targeting Monday/Tuesday and Thursday/Friday for mowing, blowing, and edging.

**COMMENTS**

Limited activity and treatment options on the field with its irrigation pressure issues. We have communicated with Brightview and been assured the pressure and coverage has been corrected. This is vital in the next 60 days as we prepare to overseed the surfaces.

Respectfully submitted,

Ben Pasquith, General Manager

Mike O'Malley, Superintendent

*ELEVENTH 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, August 17, 2023 at 6:00 p.m. at the 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 Chair
Mike Yuro	Assistant Secretary

Also present were:

Daniel Laughlin	District Manager
Wes Haber	District Counsel
Alex Acree	District Engineer
Marc Rousseau	Riverside Management Services
Leah Tinchler	Riverside Management Services
Alison Mossing	Riverside Management Services
Daniel Bauman	Brightview
Residents	

*The following is a summary of the actions taken at the August 17, 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*)

Resident Mike McCormick of 604 Remington Court felt there was a reasonable increase in the budget but was disappointed in the cuts to security. The amount for next year was less than what was budgeted this year and they were well ahead of the budget. It was best to get ahead of any security needs, if they needed off-duty support. Secondly, the general feedback was



favorable as far as management of the recreational amenities, but there was a need to re-define the full-time position and supported having a full-time position as well as an assistant.

**THIRD ORDER OF BUSINESS**

**Brightview Landscape Update**

**A. Quality Site Assessment**

**B. Reports**

Mr. Daniel Bauman of Brightview reported the following:

1. Their crew did a good job pruning grasses off of the walkway to keep it clear for pedestrians and keeping weed pressure to a minimum.
2. They were working on pruning Ligustrum trees around the patio. It was scheduled for Monday.
3. They asked their crew to spray weeds inside of the tennis courts, if no one was using them.
4. Removing an older Holly tree on the tennis courts was recommended.
5. The Summer flower rotation was performing well.
6. Regular monthly irrigation inspections were being met.
7. The pine strap application would be scheduled prior to the holiday season.

Mr. Yuro asked if an additional zone was being added to the soccer field. Mr. Bauman would find out. Mr. Yuro noted that the field looked good, but they had a great deal of rain.

**FOURTH ORDER OF BUSINESS**

**Discussion and Ratification of Agreement with Riverside Management Services**

Mr. Laughlin recalled at the last meeting, that the agreement with Riverside Management Services (RMS) was signed and Mr. Yuro requested it on the agenda for ratification. There were some comments regarding the agreement, which was included in the agenda package along with the signed agreement. Mr. Yuro appreciated it, but listed a number of discrepancies in the email that were in favor of RMS and not the CDD. A scope was provided to the Board along with a list of current contracts, showing that the RMS contract was signed on June 30<sup>th</sup>, but in November, the Board approved a change in scope to the Operations Manager from full-time to three days per week; however, the scope that was signed in June did not match. What was concerning was the Board did not review all of those changes, but Mr. Sevestre signed it electronically. In addition, Schedule B was not included, setting all rates for 2023 & 2024. It included the Amenity

Assistant position of \$32,206, which was to be used as needed and not at RMS' discretion and raised the hourly rate from \$25 to \$26.50 per hour. It also raised the hourly rate for maintenance and repair services from \$35 to \$40 per hour. Previous language indicated that "*More than 86 hrs/month requires approval*", was removed to say, "*If it exceeded the budgeted amount, it needs to come back to the Board.*" Lastly, the Operations Manager was supposed to work three days per week and blow off the tennis courts, but this was removed from the new contract and transferred to the maintenance person at an hourly rate of \$40 per hour.

Mr. Yuro was not in favor of paying the contracted amount of \$76,387 for the Operations Manager and \$26.50 per hour for the Amenity Assistant when Ms. Tincher was absent, as it was not right that changes were made to the scope outside of what the Board approved. Mr. Laughlin pointed out there were different ways for RMS to operate, which were not clear in the agreement and they were providing a more detailed scope so there were no issues. Paid-time-off was not included in the scope, but if it was, RMS would be covering the cost. Ms. Webb asked if the contract amount was higher. Mr. Laughlin believed that RMS charged for when someone was out while others paid a high sum for the company to cover absences. Ms. Webb questioned if the District would be responsible for the cost if Ms. Tincher took short term disability. Ms. Mossing confirmed that they would not bill if Ms. Tincher was out for an extended amount of time. Mr. Yuro could not imagine other vendors being responsible for benefits such as time off and before he agreed to it, Mr. Yuro wanted to see how it was originally bid out. It was similar to hiring lifeguards and the vendor charging an additional cost to bring in lifeguards to cover six lifeguards that took vacation. Mr. Laughlin pointed out there may be a higher hourly rate for older lifeguards versus newer ones, but they would stay within the budgeted amount. Mr. Sevestre recalled that the Board had a discussion and voted to proceed without changing the contract. Ms. Webb recalled that RMS was asked to expand the scope of services to clarify it. Mr. Yuro felt that the contract was in RMS' favor at the expense of the community.

Mr. Haber pointed out that Mr. Yuro bought up these issues at every meeting, which was the reason for this agreement being placed before the Board for discussion. If after Mr. Yuro addressed his concerns and the Board understood them and wanted to enter into the agreement, a motion to ratify it would be in order. However, if the Board had issues with it, there could be direction to negotiate those issues with RMS or the Board could terminate the agreement with 30 days' notice. Mr. Haber felt that Mr. Yuro's concerns about paying for an Amenity Assistant

when Ms. Tincher was absent and blowing off the tennis courts, were well taken and recommended that a Board Member be designated to work with him and Mr. Laughlin to negotiate the agreement with RMS. Mr. Sevestre wanted a full Board felt before any changes were made. Ms. Webb was in favor of designating Mr. Yuro to work with RMS and bringing back to the Board at the next meeting as she understood his position and asked for the Amenity Assistant's hours but received no response.

On behalf of RMS, Ms. Mossing exercised their option to terminate the agreement. Mr. Yuro agreed to accept RMS' resignation and recalled that this was the third time that they threatened to resign. Mr. Haber advised that RMS could terminate the agreement with 30 days' notice without a motion, but there would need to be a motion if the Board terminated it. Ms. Mossing pointed out that RMS would be onsite for 30 days to assist in the transition and that RMS had been dealing with this issue for the past year, lost two of their managers and were willing to resign due to the continued harassment of staff and a hostile work environment. Ms. Webb had no hard feelings as she loved Ms. Tincher. Resident Mike Davis of 250 Eagle Point Drive asked if the agreement would be negotiated between now and the next meeting. Mr. Yuro was willing to negotiate the agreement. Discussion ensued.

On MOTION by Ms. Webb seconded by Mr. Yuro with all in favor designating Supervisor Mike Yuro to negotiate the agreement with Riverside Management Services and bring back to the Board at the next meeting was approved.

**FIFTH ORDER OF BUSINESS**

**Approval of Four Days per Week for  
Riverside Management Operations  
Manager**

Mr. Laughlin recalled that this item was on the agenda due to past discussion and a request from Mr. Leary. Currently, Mr. Rousseau was onsite four days per week as three days was not sufficient and RMS was funding the additional day since January but could not continue to do so. Mr. Yuro favored Mr. Rousseau being onsite three days per week. Mr. Laughlin indicated that most Districts had a full-time Operations Manager with the exception of the Amelia Concourse CDD, which had a non-staffed Amenity Center and Heron Isles, which did not have an Amenity Center. This was a full-time operation due to the size of the projects, including the sidewalk project. Ms. Webb recalled that the budget was approved with Mr.



Rousseau onsite three days per week and there would need to be an increase to the budget. Mr. Yuro pointed out when it was brought up several meetings ago, the cost was \$16,000 for the additional day and questioned what items were being performed on the extra day, but never received an answer. They needed the amenity position and an assistant for the summer, but there did not need to be a full-time position as Mr. Rousseau was not performing the tree trimming or repairing sidewalks, although he needed to follow up on them. If a toilet was clogged, Ms. Tincher would call a plumber. Ms. Webb questioned how they could approve this without an actual cost. Ms. Mossing would provide it. Mr. Laughlin stated it could be worked into the budget by moving around other line items.

Mr. Sevestre was in favor of approving the four days as there was a great deal of work due to the age of their facilities, which required closer supervision, as they needed someone to oversee the air conditioners and adding freon, which Ms. Tincher was not qualified for. Mr. Yuro heard from an employee that Mr. Rousseau was not as efficient as he could be. Mr. Laughlin disagreed as Mr. Rousseau was one of the best Operations Managers that he ever worked with. Mr. Sevestre felt that Mr. Rousseau was a benefit to the District due to his reports, alertness and capabilities. Ms. Webb felt that Mr. Rousseau was responsive, although she wanted to be conservative with the resident's money and wanted to know his hours as well as staff's hours, in order to know if they had coverage five days per week. Mr. Laughlin provided a comparison at last month's meeting, which showed that this community was in line with other communities. Mr. Yuro had an issue with the contract and not with Mr. Rousseau and struggled with the salary for this position increasing in three years from \$20,000 to \$75,000 and the scope not changing, but this could alleviate the need for paying for an hourly maintenance person. Ms. Webb agreed.

Ms. Webb MOVED to including having the Operations Manager onsite four days per week in the negotiations with Riverside Management Services and Mr. Yuro seconded the motion.
--

Mr. Yuro felt this made sense as the prior motion included all of the positions. Ms. Mossing pointed out that they would serve the District for the next 30 days.

On VOICE VOTE with all in favor including having the Operations Manager onsite four days per week in the negotiations with Riverside Management Services was approved.

Mr. Laughlin pointed out that the Operations Manager contact in 2016 was \$30,400 for the year and increased due to inflation. Mr. Haber recommended that the Board issue the Request for Proposals (RFP) for Amenity and Operations Management Services.

On MOTION by Mr. Yuro seconded by Ms. Webb with all in favor issuing a Request for Proposals for Amenity and Operations Management Services was approved.

**SIXTH ORDER OF BUSINESS**

**Public Hearings to Adopt the Fiscal Year 2024 Budget**

On MOTION by Mr. Sevestre seconded by Ms. Webb with all in favor the Public Hearing to Adopt the Fiscal Year 2024 Budget was opened.

Resident Hank Rosen of 1912 Cross Pointe Way questioned why there were expenditures for *Landscape Maintenance (Brightview Landscape)* of \$104,088, if Duval was the landscaper. Mr. Laughlin confirmed that Brightview was the current landscaper as Duval did a terrible job and were terminated. Brightview was selected through the (RFP process in the middle of the fiscal year and their contract amount was \$104,088. Mr. Rosen asked if Brightview was the lowest. Mr. Yuro indicated that Brightview was the most qualified and reasonable. Mr. Laughlin recalled that Brightview had the highest score based on scoring criteria. The largest increase in the budget was the deposit to the *Capital Reserve Fund*. Mr. Sevestre recalled that insurance increased significantly. Mr. Rosen asked if the projected *Carry Forward Surplus* at the end of this year was \$300,000 and \$145,000 for next year. Mr. Laughlin confirmed that it was \$145,000 last year and this year it was projected to be \$163,000, as they had to cover the first few months of the fiscal year until revenues arrived in November and December. Mr. Sevestre reiterated that the facilities were aging and major repairs would be necessary such as the roof replacement. Mr. Rosen agreed, which was why he did not have a problem with the increase. Resident Ralph Darling of 1929 Glenfield Crossing Court asked if future bulkhead maintenance was planned.

Mr. Laughlin confirmed that large expenses such as this one would come out of the capital reserve. Mr. Yuro pointed out that many bulkheads in the community were not the responsibility of the CDD, but a few were the CDD's responsibility. Mr. Rosen questioned the status of the contract with Fixel Law Firm. Mr. Sevestre indicated that Florida Power & Light (FPL) placed this matter on hold; however, they already accepted money for individuals along CR 210.

On MOTION by Ms. Webb seconded by Mr. Sevestre with all in favor the Public Hearing to Adopt the Fiscal Year 2024 Budget was closed.

**A. Consideration of Resolution 2023-04, Relating to the Annual Appropriations and Adopting the Budget for Fiscal Year 2024**

Mr. Laughlin presented Resolution 2023-04, formally adopting the budget for Fiscal Year 2024. Ms. Webb asked if many items needed to be revisited if RMS was no longer their provider. Mr. Laughlin indicated that they were locked in. Mr. Yuro recommended decreasing *Amenities and Recreation Management - Assistant* from \$32,206 to \$16,000 and the difference of \$16,206 be placed into *Repairs & Maintenance*.

On MOTION by Mr. Yuro seconded by Ms. Webb with all in favor Resolution 2023-04 Adopting the Fiscal Year 2024 Budget and Relating to the Annual Appropriations was adopted as amended.

**B. Consideration of Resolution 2023-05, Imposing Special Assessments and Certifying an Assessment Roll for Fiscal Year 2024**

Mr. Laughlin presented Resolution 2023-05, imposing special assessments for Fiscal Year 2024 and certifying the Assessment Roll in order to allow the county to assess the taxes. Since there was no increase in assessments, no notifications were required. This was the first increase since 2019 as assessments remained level and using *Carry Forward Surplus* in the past.

On MOTION by Mr. Yuro seconded by Mr. Sevestre with all in favor Resolution 2023-05 Imposing Special Assessments and Certifying an Assessment Roll for Fiscal Year 2024 was adopted.



Mr. Rosen questioned what the assessment would be and what they were receiving for the decrease. Mr. Laughlin confirmed that the increase was \$190 from \$1,267 to \$1,458, which would be placed into operation and maintenance (O&M). The increase was due to the deposit to the *Capital Reserve Fund* and increases to *Property Insurance, Repairs & Replacements (R&R)* and *Landscape Maintenance (Brightview Landscape)*.

## **SEVENTH ORDER OF BUSINESS**

### **Discussion of Pickleball Courts**

Mr. Acree looked at the Planned Unit Development (PUD) and the plat for the cemetery location that the Board selected and did not see anything that would prevent the installation of pickleball courts; however, the PUD was old, there was a large berm between the road and the golf course with quite a bit of dirt and there was the potential for golf ball strikes. Mr. Yuro expected that they would clear as many trees as possible on the golf course side, re-position the berm and install plantings to screen it. Mr. Acree felt that they could maintain many pines and recommended submittal to St. Johns County with the plans that Mr. Yuro prepared to see what they recommended. Mr. Yuro was in favor of proceeding, as they could always pull out if they required a bathroom. Mr. Sevestre was opposed to it as they would have no control over non-residents utilizing the courts and questioned where the money would come from. Mr. Laughlin indicated there were funds from the bond issuance. Mr. Yuro recalled there was \$600,000. Mr. Sevestre pointed out that they needed \$100,000 for the sidewalk repairs and the pool proposal. Mr. Yuro pointed out that one project was approved and there were sufficient funds for the remaining project and this one. *There was Board consensus to proceed.*

## **EIGHTH ORDER OF BUSINESS**

### **Consideration of Proposals**

#### **A. The Lake Doctors for Fiscal Year 2024**

Mr. Laughlin presented a proposal for The Lake Doctors for a rate increase in the amount of \$1,200 per year or \$2,360 per month.

On MOTION by Ms. Webb seconded by Mr. Yuro with all in favor the proposal with Jakes Concrete for a rate increase in the amount of \$1,200 per year or \$2,360 per month was approved.

**B. Tennis Court Resurfacing**

Mr. Laughlin recalled at the last meeting, the proposal with Sports Surfaces to resurface the tennis courts was approved, but there was new information. Mr. Rousseau stated that Sports Surfaces took 50% deposits from other communities and did not show or perform substandard work. Mr. Yuro asked if they had good success with other companies, since their prices were close. Mr. Laughlin did not know anything about Pro Court Surfacing, but used Court Surfaces, which was higher, but they did a good job. Mr. Rousseau stated there was not much of a difference in price, but he spoke with the owner of Pro Court Surfaces and they provided referrals and photos of their work. Five of companies that they referred to him stated that they did a great job and were satisfied with their work. Therefore, Mr. Rousseau recommended Pro Court Surfacing. Mr. Yuro requested that Mr. Rousseau work with the tennis league's schedule as November could be problematic. Mr. Rousseau noted that their schedule was full in September, but there was an opening in November; however, the contractor was only available the first two weeks of November. Ms. Webb questioned how long the job would take to complete. Mr. Rousseau confirmed it would take two weeks. There was one match, but it could be rescheduled.

On MOTION by Mr. Yuro seconded by Ms. Webb with all in favor the proposal with Pro Court Surfaces to resurface the tennis courts the first/second week of November in the amount of \$30,000, fiberglass crack repair in the amount of \$6,000 and purchasing four sets of net posts in the amount of \$1,800 was approved.

**C. Tree Trimming Contractors**

Mr. Rousseau presented proposals from TREECO to trim and lift the canopies of low hanging Oak tree branches over roadways in the community in the amount of \$45,500 and Tree Tech for all of the work in the amount of \$62,500 and sections at a time in the amount of \$70,100. Tree Masters of Florida were not interested and Taylor Tree. Tree Squad and Northeast Florida Tree Experts were not receiving any contracts, due to the manpower. The contractors were provided a scope of work that was broken out by street. According to Mr. Bauman from Brightview, the price from TREECO was a good price and they did a great job in other communities. Mr. Yuro noted a line item in the budget for \$9,500 for the trimming of trees in the

common area on Leo Maguire Parkway as it fell within Brightview's contract. Mr. Rousseau would remove it but planned to have Brightview cut low-hanging vines all the way down Leo Maguire Parkway. Mr. Yuro asked if the wood line would be cut. Mr. Rousseau confirmed that the wood line would be cut on both sides. Mr. Sevestre agreed that cleaning up the entrance was a good idea. Mr. Yuro wanted to make sure that it was not included in Brightview's contract. Ms. Webb asked if they were responsible for trees on Leo Maguire Parkway. Mr. Yuro pointed out it was a county road, but they assumed responsibility for maintenance of the grass, because the county would only mow it once every six months and it would look like CR 210. If there was a tree issue, they could call the county and request that they take care of it. Mr. Yuro was fine with it, if Mr. Rousseau checked with Brightview to ensure that they were not paying twice for Leo Maguire Parkway.

<p>On MOTION by Mr. Yuro seconded by Ms. Webb with all in favor the proposal with TREECO to raise tree canopies over roads and sidewalks in a not-to-exceed amount of \$45,500 was approved, subject to confirmation that the work on Leo Maguire Parkway was Brightview's responsibility.</p>
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Resident Mike McCormick of 604 Remington Court noted that the tree issue was a concern of homeowners in terms of identifying which trees they were responsible for and questioned the number of trees in the proposal. Mr. Sevestre stated that the District was only responsible for trees along the roadway that were hanging low and causing issues, but they must maintain 14 feet within the roadway. Mr. McCormick requested that it be communicated that there be a 10-foot canopy over the sidewalk and a 14 feet canopy over the road. Ms. Webb noted that there was the language in the description. Mr. Yuro believed that the proposal included all of the street trees between the sidewalk and edge of pavement or on the other side of the road just behind the curb within the road right-of-way (ROW). Mr. Rousseau confirmed that the District was responsible for trees in the ROW.



**NINTH ORDER OF BUSINESS**

**Consideration of Beachside High School  
Swim Team Pool Usage**

Mr. Laughlin reported that a resident on the Beachside High School Swim Team opened the gate on August 8<sup>th</sup> for tryouts and requested use of the pool on either August 29<sup>th</sup> or August 31<sup>st</sup> for a Seniors Night. Ms. Webb noted that they found another location.

**TENTH ORDER OF BUSINESS**

**Staff Reports**

**A. Attorney**

There being none, the next item followed.

**B. Engineer – Proposal for Professional Engineering Services (Aquatics Phase 2 Project)**

Mr. Acree presented a proposal to prepare the construction documents for the next phase of the Aquatics Center, which was included in the agenda package. It included the landscape design features associated with the project. Ms. Webb questioned the next step and how proposers bid on it. Mr. Acree indicated that they would prepare the construction documents and go through the RFP process. Mr. Haber advised that the threshold was \$400,000 to bid it out and if it was below that amount, they could get competitive bids. Mr. Laughlin requested that a typo be corrected before it was signed. Mr. Yuro felt that the price was reasonable.

On MOTION by Mr. Yuro seconded by Ms. Webb with all in favor the proposal with Matthews for Professional Engineering Services for the Aquatics Center for the Phase 2 Project in the amount of \$12,300 was approved.

**C. Manager – Discussion of Fiscal Year 2024 Meeting Schedule**

Mr. Laughlin presented the Fiscal Year 2024 meeting schedule, which was similar to the prior year, with meetings on the third Thursday of each month at 6:00 p.m. at this location.

On MOTION by Mr. Sevestre seconded by Ms. Yuro with all in favor the Fiscal Year 2024 meeting schedule as presented was approved.

**D. Amenities & Recreation Manager**

Ms. Tincher presented the Amenities & Recreation Manager Report, which was included in the agenda package. Central Security contacted her after the agenda package was published to request a rate increase of \$1,412.80 per week for 40 hours, due to minimum wage increases. Mr. Yuro questioned whether there were any issues with Central Security. Ms. Tincher noted no issues and was very satisfied with them. Ms. Webb questioned how this would affect the budget. Mr. Yuro requested that the \$16,206 difference from the *Amenities and Recreation Management - Assistant* be moved into *Security* instead of *R&M*.

On MOTION by Mr. Yuro seconded by Mr. Sevestre with all in favor the Central Security rate increase to \$1,412.80 per week and the adjustment to the Security line item in the amount of \$16,206 was approved.

**E. Operations Manager****1. Report & Updates on Approved Projects**

Mr. Rousseau presented the Operations Manager Report, which was included in the agenda package.

**2. Lake Doctors Report**

Mr. Rousseau presented the Lake Doctors Report, which was included in the agenda package. Mr. Sevestre reported that Mr. Rousseau found three lakes/ponds earlier this week that had pond scum, but The Lake Doctors were onsite the next day. Mr. Yuro complained to Mr. Rousseau about Pond #15 and they would be out there tomorrow. Mr. Rousseau would take a look around at the other ponds to stay on top of it but noted that much of the pond scum and algae was due to the excessive heat and grass clippings, which feed the algae. Mr. Laughlin pointed out there was a great deal of rain last month, which did not help. Mr. Rousseau stated that The Lake Doctors has been responsive. Mr. Yuro requested that Mr. Rousseau notify them about Pond #8 at the north end across from Remington that had pond scum. Mr. Sevestre noticed that people were blowing grass clippings into the street, which go into the drains and to the ponds.

### **3. Soccer Field Maintenance**

Mr. Rousseau presented the Soccer Field Maintenance report, which was included in the agenda package. Mr. Sevestre received a complaint about a dry area on the soccer field. Mr. Rousseau confirmed it was in Zone 25. Brightview would be out there tomorrow morning. An email was sent out regarding the crosswalk that was installed a few days ago, so that drivers would slow down or stop when the button was activated for people to cross. A 25 miles-per-hour speed limit sign to the right after the driveway, was going to be changed to a speed radar sign like the one at Leo Maguire Parkway. It was delayed four to five weeks due to supply issues. Mr. Yuro understood that it was going to be in one direction because of issues with the property owners. Mr. Rousseau was talking to Mr. Acree about installing it on the other side of the road, but he advised against it, so they would work with the residents.

## **ELEVENTH ORDER OF BUSINESS**

### **Supervisors' Request**

Mr. Yuro thanked Mr. Laughlin for including the Reserve Study on the website and asked if the agenda could be emailed to residents. Mr. Laughlin would handle it. Mr. Sevestre requested the Police Report for the tag readers, so it could be forwarded to the insurance company to cover the loss. Mr. Laughlin confirmed that it was covered under their insurance and there was a deductible of \$1,000 or \$2,500. Mr. Sevestre pointed out that \$37,000 was spent on it and they should be able to purchase new tag readers with that. New ones were cheaper and suggested purchasing three for all of the entrances. It had all new technology and would protect all areas. Not only did they take a picture of the tag, but they also took a picture of the car versus the old one, which only took a picture of the tag. Mr. Yuro stated they must coordinate with the Sheriff's Department to upload the information from it. Mr. Sevestre stated if someone stole a car and drove into the neighborhood, it would automatically alert the Sheriff's Department, if it was reported to them.

## **TWELFTH ORDER OF BUSINESS**

### **Public Comments**

Resident Lance Mitchell of 237 St. Johns Golf Drive requested that the Board approve the continued stocking of disposable paper cups in the Gym. Last week, a dispenser was installed for bottles to be filled, but there was no water fountain. The change was made without any input from homeowners and without understanding that it would cost the community more money to



fill a 32-ounce water bottle. It would only cost two cents per cup versus one cent for an ounce of water. Mr. Yuro asked if there was a specific reason it was discontinued. Mr. Sevestre explained that it cost approximately \$3,000 to purchase cups and a large percentage of people were running in and out of the Gym continuously, getting water and taking the cups outside and throwing them around the facility, causing an additional expense to pick them up. Residents were informed about it. Mr. Mitchell felt that residents should not be penalized because of bad behavior. If the goal was to save money, water should not be provided in the Gym at all when residents could to bring their own bottles filled from home. Ms. Webb pointed out there was a water fountain outside of the Gym, but she was not informed about the decision to remove the cups. Mr. Yuro did not hear about it until he received Mr. Mitchell's email. Ms. Webb was in favor of not having water in the Gym at all as she was not in favor of having more waste. Mr. Rousseau explained that it was getting expensive to purchase the sleeve of cups and they could not get a water fountain because it could not be drained properly. Kids were running in and out of the Gym to fill the cups and dropped them on the property. Since they stopped using the cups, water consumption was down and there were savings. *Discussion ensued and there was Board consensus to not use cups and have residents bring their own water. Residents would be informed about this change via email.*

Resident Mike McCormick of 604 Remington Court reported that the HOA engaged a new community management company, Associa Community Management of Jacksonville and suggested that the Board consider them for management services. Mr. Laughlin would contact them. Resident (Tanya) of Eagle Point Drive felt that the amenity company was not providing as many events such as the food trucks. Mr. Sevestre pointed out that the food trucks were not making much money and there were complaints about how children were acting towards them. The Resident believed that a few children were disrespectful and not the majority and offered to contact the vendors. Ms. Tinchler indicated that the food truck vendors were requesting a minimum amount of \$500 to come out and there was not enough resident participation. Ms. Lori Weitzel of 1560 Drury Court felt that this neighborhood was turning into a 55 and older community. Resident (Lisa) of Eagle Point Drive recalled that a group of residents worked with the Amenity Director on kids activities. Mr. Yuro suggested neighborhood committees at the last meeting, but Mr. Haber preferred that it be an appointed committee by the Board. Mr. Haber suggested an agenda item from a resident group regarding amenities. Resident Mike Davis of

250 Eagle Point Drive requested that the Board consider the Reserve Study and the age of the community and provide a report to residents on what the CDD managed over four to five years as there were misconceptions. Mr. Sevestre noted there were misconceptions because residents did not come to meetings or read meeting minutes and relied on social media. Mr. Davis felt that it would provide an opportunity to help residents understand what they were paying for.

**THIRTEENTH ORDER OF BUSINESS                      Approval of Consent Agenda**

- A.     Approval of Minutes of the July 20, 2023 Meeting**
- B.     Balance Sheet as of July 31, 2023 and Statement of Revenues & Expenditures for the Period Ending July 31, 2023**
- C.     Check Register**

Mr. Laughlin presented the minutes of the July 20, 2023 meeting, Balance Sheet and Statement of Revenues and Expenditures for the Period Ending as of July 31, 2023 and Check Register from August 17, 2023 in the amount of \$123,930.05.

On MOTION by Mr. Yuro seconded by Mr. Sevestre with all in favor the consent agenda items as stated above were approved.

**FOURTEENTH ORDER OF BUSINESS                      Next Scheduled Meeting – September 21, 2023 @ 6:00 p.m. @ St. Johns Golf & Country Club Meeting Room**

Mr. Sevestre stated that the next meeting was scheduled for September 21, 2023 at 6:00 p.m. at this location.

**FIFTEENTH ORDER OF BUSINESS                      Adjournment**

On MOTION by Ms. Webb seconded by Mr. Yuro 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  
August 31, 2023

Board of Supervisors Meeting  
September 21, 2023

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

August 31, 2023

	Major Funds			Total Governmental Funds
	General	Debt Service	Capital Projects	
<b>ASSETS:</b>				
Cash	\$96,856	---	\$102,074	\$198,930
Petty Cash	\$40,336	---	---	\$40,336
Due from Other	\$211	---	---	\$211
Due from Other Funds	\$15,505	---	---	\$15,505
US Bank Custodian Account	\$391,373	---	---	\$391,373
State Board - Reserves	---	---	\$236	\$236
Investments:				
<i>Series 2016</i>				
Reserve A	---	\$193,381	---	\$193,381
Revenue A	---	\$97,211	---	\$97,211
Construction	---	---	\$6,360	\$6,360
<i>Series 2020</i>				
Reserve A	---	\$112,710	---	\$112,710
Revenue A	---	\$40,663	---	\$40,663
Construction	---	---	\$677,729	\$677,729
Electric Deposits	\$820	---	---	\$820
<b>TOTAL ASSETS</b>	<b>\$545,101</b>	<b>\$443,966</b>	<b>\$786,399</b>	<b>\$1,775,466</b>
<b>LIABILITIES:</b>				
Accounts Payable	\$43,971	---	---	\$43,971
Due to Other Funds	---	---	\$15,505	\$15,505
<b>TOTAL LIABILITIES</b>	<b>\$43,971</b>	<b>\$0</b>	<b>\$15,505</b>	<b>\$59,476</b>
<b>FUND BALANCES:</b>				
Nonspendable:				
Prepaid items and deposits	\$820	---	---	\$820
Restricted for:				
Debt Service	---	\$443,966	---	\$443,966
Assigned to:				
Current Year Expenditures	\$145,385	---	---	\$145,385
Capital Projects	---	---	\$770,894	\$770,894
Unassigned	\$354,925	---	---	\$354,925
<b>TOTAL FUND BALANCES</b>	<b>\$501,130</b>	<b>\$443,966</b>	<b>\$770,894</b>	<b>\$1,715,990</b>
<b>TOTAL LIABILITIES &amp; FUND BALANCES</b>	<b>\$545,101</b>	<b>\$443,966</b>	<b>\$786,399</b>	<b>\$1,775,466</b>



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

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

DESCRIPTION	ADOPTED BUDGET	PRORATED BUDGET THRU 08/31/23	ACTUAL THRU 08/31/23	VARIANCE
<b><u>REVENUES:</u></b>				
Maintenance Assessments	\$965,283	\$965,283	\$970,330	\$5,047
Interest Income	\$75	\$69	\$17,113	\$17,044
Youth Programs Income	\$45,000	\$41,250	\$38,883	(\$2,367)
Clubhouse Income	\$250	\$229	\$3,435	\$3,206
Non-Resident Membership	\$0	\$0	\$0	\$0
Insurance Proceeds	\$0	\$0	\$0	\$0
<b>TOTAL REVENUES</b>	<b>\$1,010,608</b>	<b>\$1,006,831</b>	<b>\$1,029,761</b>	<b>\$22,930</b>
<b><u>EXPENDITURES:</u></b>				
<b><u>ADMINISTRATIVE:</u></b>				
Supervisor Fees	\$12,000	\$11,000	\$10,200	\$800
FICA Expense	\$918	\$842	\$780	\$61
Engineering	\$15,000	\$13,750	\$8,440	\$5,310
Dissemination	\$2,000	\$1,833	\$1,833	\$0
Arbitrage	\$1,200	\$1,100	\$600	\$500
Assessment Roll	\$5,000	\$5,000	\$5,000	\$0
Attorney	\$30,000	\$27,500	\$19,786	\$7,714
Annual Audit	\$3,715	\$3,405	\$0	\$3,405
Trustee Fees	\$8,750	\$8,750	\$8,405	\$345
Management Fees	\$59,100	\$54,175	\$54,175	\$0
Information Technology	\$1,000	\$917	\$917	\$0
Telephone	\$400	\$367	\$557	(\$190)
Postage	\$500	\$458	\$818	(\$360)
Printing & Binding	\$1,000	\$917	\$969	(\$52)
Insurance	\$10,351	\$10,351	\$9,273	\$1,078
Legal Advertising	\$1,350	\$1,238	\$1,065	\$172
Other Current Charges	\$1,500	\$1,375	\$588	\$787
Office Supplies	\$100	\$92	\$258	(\$166)
Dues, Licenses & Subscriptions	\$175	\$175	\$175	\$0
<b>TOTAL ADMINISTRATIVE</b>	<b>\$154,059</b>	<b>\$143,244</b>	<b>\$123,839</b>	<b>\$19,405</b>
<b><u>Field Expenditures:</u></b>				
Field Operation Manager	\$78,750	\$72,188	\$48,750	\$23,438
Landscape Maintenance (Brightview Landscape)	\$104,088	\$95,414	\$139,772	(\$44,358)
Landscape Maintenance (St Johns Golf)	\$65,000	\$59,583	\$58,879	\$704
Landscape Maintenance Contingency	\$52,000	\$47,667	\$57,713	(\$10,047)
Lake Maintenance	\$27,360	\$25,080	\$29,431	(\$4,351)
Amenities and Recreation Management	\$72,064	\$66,059	\$66,059	(\$0)
Amenities and Recreation Management-Assistant	\$30,672	\$28,116	\$17,289	\$10,827
Security	\$59,854	\$54,866	\$62,337	(\$7,471)
Lifeguards/Pool Monitors	\$40,892	\$37,484	\$44,128	(\$6,644)
Pool Maintenance	\$35,000	\$32,083	\$32,153	(\$70)
Splash Pad Maintenance	\$6,000	\$5,500	\$5,500	\$0
Janitorial Maintenance	\$22,500	\$20,625	\$19,296	\$1,329
Electric	\$76,500	\$70,125	\$71,147	(\$1,022)
Water	\$16,000	\$14,667	\$13,061	\$1,606
Refuse Service	\$500	\$458	\$0	\$458
Permits	\$2,000	\$1,833	\$575	\$1,258
Repairs & Maintenance	\$20,000	\$18,333	\$53,076	(\$34,743)
Street & Tennis Court Lighting Maintenance	\$11,000	\$10,083	\$4,676	\$5,407
Repairs & Replacements-Amenity Center	\$20,000	\$18,333	\$19,219	(\$885)
Tennis Court Maintenance	\$7,500	\$6,875	\$3,250	\$3,625

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

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

DESCRIPTION	ADOPTED BUDGET	PRORATED BUDGET THRU 08/31/23	ACTUAL THRU 08/31/23	VARIANCE
<i>Field Expenditures: (continued)</i>				
Supplies	\$20,000	\$18,333	\$24,457	(\$6,124)
Special Events	\$25,000	\$25,000	\$25,964	(\$964)
Holiday Decorations	\$20,000	\$11,575	\$11,575	\$0
Workers Compensation Insurance	\$2,000	\$1,833	\$0	\$1,833
Property Insurance	\$29,452	\$29,452	\$27,532	\$1,920
Telephone/Internet/Cable TV	\$12,500	\$11,458	\$11,318	\$140
Website Fees	\$5,040	\$4,620	\$3,241	\$1,379
Office Supplies	\$700	\$642	\$670	(\$29)
Contingencies	\$3,000	\$2,750	\$0	\$2,750
Youth Programs	\$45,000	\$41,250	\$44,572	(\$3,322)
<b>TOTAL FIELD</b>	<b>\$910,372</b>	<b>\$832,288</b>	<b>\$895,640</b>	<b>(\$63,352)</b>
<b>TOTAL EXPENDITURES</b>	<b>\$1,064,431</b>	<b>\$975,532</b>	<b>\$1,019,479</b>	<b>(\$43,947)</b>
Excess (deficiency) of revenues over (under) expenditures	<b>(\$53,823)</b>	<b>\$31,299</b>	<b>\$10,282</b>	<b>(\$21,017)</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)	(\$91,562)	(\$91,562)	\$0
<b>TOTAL OTHER FINANCING SOURCES/(USES)</b>	<b>(\$91,562)</b>	<b>(\$91,562)</b>	<b>(\$89,524)</b>	<b>\$2,038</b>
<b>Net change in fund balance</b>	<b>(\$145,385)</b>	<b>(\$60,262)</b>	<b>(\$79,241)</b>	<b>(\$18,979)</b>
FUND BALANCE - Beginning	\$145,385		\$580,371	
FUND BALANCE - Ending	\$0		\$501,130	

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

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

DESCRIPTION	ADOPTED BUDGET	PRORATED THRU 08/31/23	ACTUAL THRU 08/31/23	VARIANCE
<b><u>REVENUES:</u></b>				
Interest Income	\$25	\$23	\$15,358	\$15,335
Assessments - Levy	\$552,515	\$552,515	\$555,314	\$2,800
<b>TOTAL REVENUES</b>	<b><u>\$552,540</u></b>	<b><u>\$552,538</u></b>	<b><u>\$570,672</u></b>	<b><u>\$18,134</u></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	\$76,146	\$76,146	\$0
Principal - 05/01	\$400,000	\$400,000	\$400,000	\$0
<b>TOTAL EXPENDITURES</b>	<b><u>\$552,293</u></b>	<b><u>\$552,293</u></b>	<b><u>\$552,293</u></b>	<b><u>\$0</u></b>
Excess (deficiency) of revenues over (under) expenditures	<b><u>\$247</u></b>	<b><u>\$245</u></b>	<b><u>\$18,380</u></b>	<b><u>\$18,134</u></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><u>\$105</u></b>	<b><u>\$105</u></b>	<b><u>(\$2,038)</u></b>	<b><u>(\$2,143)</u></b>
<b>Net change in fund balance</b>	<b><u>\$352</u></b>	<b><u>\$350</u></b>	<b><u>\$16,341</u></b>	<b><u>\$15,991</u></b>
FUND BALANCE - Beginning	\$76,146		\$274,251	
FUND BALANCE - Ending	<b><u>\$76,498</u></b>		<b><u>\$290,593</u></b>	



**SAMPSON CREEK**  
**COMMUNITY DEVELOPMENT DISTRICT**  
**DEBT SERVICE FUND**  
**SERIES 2020**

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

DESCRIPTION	ADOPTED BUDGET	PRORATED THRU 08/31/23	ACTUAL THRU 08/31/23	VARIANCE
<b><u>REVENUES:</u></b>				
Interest Income	\$0	\$0	\$5,585	\$5,585
Assessments - Levy	\$73,780	\$73,780	\$74,156	\$376
<b>TOTAL REVENUES</b>	<b><u>\$73,780</u></b>	<b><u>\$73,780</u></b>	<b><u>\$79,741</u></b>	<b><u>\$5,961</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	\$31,831	\$31,831	\$0
Principal - 05/01	\$10,000	\$10,000	\$10,000	\$0
<b>TOTAL EXPENDITURES</b>	<b><u>\$73,663</u></b>	<b><u>\$73,663</u></b>	<b><u>\$73,663</u></b>	<b><u>(\$0)</u></b>
Excess (deficiency) of revenues over (under) expenditures	<b><u>\$118</u></b>	<b><u>\$118</u></b>	<b><u>\$6,079</u></b>	<b><u>\$5,961</u></b>
<b>Net change in fund balance</b>	<b><u>\$118</u></b>	<b><u>\$118</u></b>	<b><u>\$6,079</u></b>	<b><u>\$5,961</u></b>
FUND BALANCE - Beginning	\$33,214		\$147,294	
FUND BALANCE - Ending	<b><u>\$33,332</u></b>		<b><u>\$153,373</u></b>	

**SAMPSON CREEK**  
**COMMUNITY DEVELOPMENT DISTRICT**  
**Long Term Debt Report**  
**FY 2023**

<b>Series 2016, Special Assessment Bonds</b>		
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)	(\$400,000.00)
<b>Current Bonds Outstanding</b>		<b>\$5,030,000.00</b>
<b>Series 2020, Special Assessment Bonds</b>		
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)	(\$10,000.00)
<b>Current Bonds Outstanding</b>		<b>\$2,490,000.00</b>
<b>Total Current Bonds Outstanding</b>		<b>\$7,520,000.00</b>

**SAMPSON CREEK**  
**COMMUNITY DEVELOPMENT DISTRICT**  
**CAPITAL RESERVE FUND**

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

DESCRIPTION	ADOPTED BUDGET	PRORATED THRU 08/31/23	ACTUAL THRU 08/31/23	VARIANCE
<b><u>REVENUES:</u></b>				
Interest Income	\$500	\$458	\$1,739	\$1,281
<b>TOTAL REVENUES</b>	<b><u>\$500</u></b>	<b><u>\$458</u></b>	<b><u>\$1,739</u></b>	<b><u>\$1,281</u></b>
<b><u>EXPENDITURES:</u></b>				
Repairs & Replacements	\$63,797	\$58,481	\$106,971	(\$48,491)
<b>TOTAL EXPENDITURES</b>	<b><u>\$63,797</u></b>	<b><u>\$58,481</u></b>	<b><u>\$106,971</u></b>	<b><u>(\$48,491)</u></b>
Excess (deficiency) of revenues over (under) expenditures	<b><u>(\$63,297)</u></b>	<b><u>(\$58,022)</u></b>	<b><u>(\$105,233)</u></b>	<b><u>(\$47,210)</u></b>
<b><u>OTHER FINANCING SOURCES/(USES)</u></b>				
Interfund Transfer In / (Out)	\$91,562	\$91,562	\$91,562	\$0
<b>TOTAL OTHER FINANCING SOURCES/(USES)</b>	<b><u>\$91,562</u></b>	<b><u>\$91,562</u></b>	<b><u>\$91,562</u></b>	<b><u>\$0</u></b>
<b>Net change in fund balance</b>	<b><u>\$28,265</u></b>	<b><u>\$33,540</u></b>	<b><u>(\$13,671)</u></b>	<b><u>(\$47,210)</u></b>
FUND BALANCE - Beginning	\$109,327		\$100,476	
FUND BALANCE - Ending	<b><u>\$137,591</u></b>		<b><u>\$86,805</u></b>	



**SAMPSON CREEK**  
**COMMUNITY DEVELOPMENT DISTRICT**  
**CAPITAL PROJECTS FUND**  
**SERIES 2016**

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

DESCRIPTION	ADOPTED BUDGET	PRORATED THRU 08/31/23	ACTUAL THRU 08/31/23	VARIANCE
<b><u>REVENUES:</u></b>				
Interest Income	\$0	\$0	\$221	\$221
<b>TOTAL REVENUES</b>	<b><u>\$0</u></b>	<b><u>\$0</u></b>	<b><u>\$221</u></b>	<b><u>\$221</u></b>
<b><u>EXPENDITURES:</u></b>				
Capital Outlay	\$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	<b><u>\$0</u></b>	<b><u>\$0</u></b>	<b><u>\$221</u></b>	<b><u>\$221</u></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><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>\$221</u></b>	<b><u>\$221</u></b>
FUND BALANCE - Beginning	\$0		\$6,140	
FUND BALANCE - Ending	<b><u>\$0</u></b>		<b><u>\$6,360</u></b>	

**SAMPSON CREEK**  
**COMMUNITY DEVELOPMENT DISTRICT**  
**CAPITAL PROJECTS FUND**  
**SERIES 2020**

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

DESCRIPTION	ADOPTED BUDGET	PRORATED THRU 08/31/23	ACTUAL THRU 08/31/23	VARIANCE
<b><u>REVENUES:</u></b>				
Interest Income	\$0	\$0	\$23,568	\$23,568
<b>TOTAL REVENUES</b>	<b><u>\$0</u></b>	<b><u>\$0</u></b>	<b><u>\$23,568</u></b>	<b><u>\$23,568</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>\$23,568</u>	<u>\$23,568</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>\$23,568</u></b>	<b><u>\$23,568</u></b>
FUND BALANCE - Beginning	\$0		\$654,161	
FUND BALANCE - Ending	<u>\$0</u>		<u>\$677,729</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	\$72,533	\$29,132	\$745	\$18,749	\$2,455	\$0	\$0	\$0	\$970,330
Interest Income	\$0	\$729	\$609	\$980	\$1,403	\$1,732	\$2,114	\$2,612	\$2,474	\$2,203	\$2,258	\$0	\$17,113
Youth Programs Income	\$0	\$0	\$0	\$0	\$0	\$0	\$9,250	\$0	\$14,280	\$12,903	\$2,450	\$0	\$38,883
Clubhouse Income	\$0	\$965	\$275	\$400	\$0	\$0	\$1,100	\$0	\$0	\$495	\$200	\$0	\$3,435
Non-Resident Membership	\$0	\$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	\$0
<b>Total Revenues</b>	<b>\$0</b>	<b>\$108,881</b>	<b>\$180,094</b>	<b>\$561,699</b>	<b>\$73,936</b>	<b>\$30,864</b>	<b>\$13,209</b>	<b>\$21,361</b>	<b>\$19,209</b>	<b>\$15,601</b>	<b>\$4,908</b>	<b>\$0</b>	<b>\$1,029,761</b>

**Expenditures**

**Administrative**

Supervisor Fees	\$1,600	\$600	\$800	\$800	\$1,600	\$600	\$800	\$1,000	\$1,000	\$800	\$600	\$0	\$10,200
FICA Expense	\$122	\$46	\$61	\$61	\$122	\$46	\$61	\$77	\$77	\$61	\$46	\$0	\$780
Engineering	\$118	\$0	\$3,312	\$283	\$1,560	\$930	\$1,025	\$1,213	\$0	\$0	\$0	\$0	\$8,440
Dissemination	\$167	\$167	\$167	\$167	\$167	\$167	\$167	\$167	\$167	\$167	\$167	\$0	\$1,833
Arbitrage	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$600	\$0	\$0	\$600
Assessment Roll	\$5,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$5,000
Attorney	\$2,262	\$2,036	\$1,892	\$2,967	\$2,283	\$1,649	\$1,643	\$1,885	\$1,469	\$1,700	\$0	\$0	\$19,786
Annual Audit	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Trustee Fees	\$0	\$0	\$0	\$0	\$0	\$4,041	\$4,364	\$0	\$0	\$0	\$0	\$0	\$8,405
Management Fees	\$4,925	\$4,925	\$4,925	\$4,925	\$4,925	\$4,925	\$4,925	\$4,925	\$4,925	\$4,925	\$4,925	\$0	\$54,175
Information Technology	\$83	\$83	\$83	\$83	\$83	\$83	\$83	\$83	\$83	\$83	\$83	\$0	\$917
Telephone	\$60	\$66	\$72	\$0	\$70	\$23	\$21	\$48	\$47	\$59	\$90	\$0	\$557
Postage	\$0	\$73	\$170	\$23	\$1	\$23	\$0	\$0	\$0	\$529	\$0	\$0	\$818
Printing & Binding	\$65	\$50	\$3	\$42	\$39	\$95	\$50	\$40	\$66	\$464	\$55	\$0	\$969
Insurance	\$9,273	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$9,273
Legal Advertising	\$133	\$67	\$0	\$131	\$71	\$69	\$71	\$0	\$65	\$459	\$0	\$0	\$1,065
Other Current Charges	\$117	\$27	\$24	\$58	\$68	\$49	\$19	\$28	\$99	\$58	\$40	\$0	\$588
Office Supplies	\$31	\$6	\$44	\$0	\$0	\$0	\$0	\$0	\$0	\$176	\$0	\$0	\$258
Dues, Licenses & Subscriptions	\$175	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$175
<b>Total Administrative</b>	<b>\$24,132</b>	<b>\$8,145</b>	<b>\$11,553</b>	<b>\$9,539</b>	<b>\$10,991</b>	<b>\$12,699</b>	<b>\$13,228</b>	<b>\$9,466</b>	<b>\$7,998</b>	<b>\$10,082</b>	<b>\$6,006</b>	<b>\$0</b>	<b>\$123,839</b>



**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><i>Field Expenditures</i></b>													
Field Operation Manager	\$6,250	\$6,250	\$6,250	\$3,750	\$3,750	\$3,750	\$3,750	\$3,750	\$3,750	\$3,750	\$3,750	\$0	\$48,750
Landscape Maintenance (Brightview Landscap	\$0	\$12,577	\$12,577	\$12,577	\$12,577	\$12,577	\$12,577	\$26,577	\$12,577	\$12,577	\$12,577	\$0	\$139,772
Landscape Maintenance (St Johns Golf)	\$5,363	\$5,257	\$5,257	\$5,257	\$5,354	\$5,393	\$5,400	\$5,400	\$5,400	\$5,400	\$5,400	\$0	\$58,879
Landscape Maintenance Contingency	\$0	\$1,800	\$23,975	\$0	\$0	\$4,095	\$3,829	\$5,245	\$1,986	\$7,027	\$9,756	\$0	\$57,713
Lake Maintenance	\$2,280	\$2,160	\$2,280	\$2,280	\$4,931	\$4,100	\$2,280	\$2,280	\$2,280	\$2,280	\$2,280	\$0	\$29,431
Amenities and Recreation Management	\$6,005	\$6,005	\$6,005	\$6,005	\$6,005	\$6,005	\$6,005	\$6,005	\$6,005	\$6,005	\$6,005	\$0	\$66,059
Amenities and Recreation Management-Assist	\$1,075	\$763	\$1,425	\$1,350	\$800	\$1,822	\$1,399	\$2,389	\$3,671	\$2,595	\$0	\$0	\$17,289
Security	\$4,960	\$5,860	\$5,404	\$2,556	\$5,459	\$6,457	\$5,988	\$6,031	\$6,474	\$5,777	\$7,370	\$0	\$62,337
Lifeguards/Pool Monitors	\$0	\$0	\$0	\$0	\$0	\$2,599	\$3,483	\$4,271	\$13,772	\$14,947	\$5,056	\$0	\$44,128
Pool Maintenance	\$2,000	\$2,447	\$1,587	\$1,639	\$0	\$428	\$0	\$2,384	\$5,142	\$11,250	\$5,276	\$0	\$32,153
Splash Pad Maintenance	\$500	\$500	\$500	\$500	\$500	\$500	\$500	\$500	\$500	\$500	\$500	\$0	\$5,500
Janitorial Maintenance	\$1,611	\$1,611	\$1,761	\$1,761	\$1,786	\$1,836	\$1,611	\$1,611	\$1,611	\$1,611	\$2,486	\$0	\$19,296
Electric	\$5,564	\$5,768	\$6,540	\$6,540	\$5,989	\$6,771	\$6,333	\$6,612	\$6,820	\$7,281	\$6,929	\$0	\$71,147
Water	\$1,114	\$1,288	\$1,111	\$2,035	\$954	\$1,022	\$997	\$1,042	\$1,115	\$1,190	\$1,192	\$0	\$13,061
Refuse Service	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Permits	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$575	\$0	\$0	\$0	\$575
Repairs & Maintenance	\$9,659	\$3,022	\$3,522	\$9,580	\$448	\$8,753	\$5,880	\$2,074	\$2,748	\$5,843	\$1,549	\$0	\$53,076
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	\$832	\$2,223	\$2,416	\$931	\$1,138	\$1,526	\$1,869	\$0	\$19,219
Tennis Court Maintenance	\$325	\$325	\$325	\$325	\$325	\$325	\$325	\$325	\$325	\$325	\$0	\$0	\$3,250
Supplies	\$2,957	\$153	\$3,193	\$2,316	\$1,274	\$3,040	\$3,466	\$1,348	\$1,971	\$4,501	\$238	\$0	\$24,457
Special Events	\$8,779	\$700	\$8,730	\$891	\$67	\$1,113	\$3,450	\$890	\$103	\$450	\$792	\$0	\$25,964
Holiday Decorations	\$5,720	\$0	\$5,720	\$135	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$11,575
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	\$1,063	\$998	\$1,053	\$1,042	\$1,039	\$1,039	\$1,041	\$0	\$11,318
Website Fees	\$350	\$350	\$420	\$490	\$770	\$570	\$70	\$70	\$70	\$81	\$0	\$0	\$3,241
Office Supplies	\$0	\$0	\$0	\$289	\$220	\$70	\$48	\$44	\$0	\$0	\$0	\$0	\$670
Contingencies	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Youth Programs	\$0	\$0	\$0	\$75	\$2,012	\$1,084	\$869	\$1,062	\$16,105	\$14,300	\$9,065	\$0	\$44,572
<b>Total Field Expenses</b>	<b>\$94,552</b>	<b>\$63,410</b>	<b>\$99,841</b>	<b>\$65,011</b>	<b>\$55,115</b>	<b>\$75,533</b>	<b>\$71,727</b>	<b>\$81,884</b>	<b>\$95,179</b>	<b>\$110,256</b>	<b>\$83,132</b>	<b>\$0</b>	<b>\$895,640</b>
<b>Subtotal Operating Expenditures</b>	<b>\$118,684</b>	<b>\$71,556</b>	<b>\$111,394</b>	<b>\$74,549</b>	<b>\$66,106</b>	<b>\$88,233</b>	<b>\$84,956</b>	<b>\$91,349</b>	<b>\$103,176</b>	<b>\$120,338</b>	<b>\$89,139</b>	<b>\$0</b>	<b>\$1,019,479</b>
Interfund Transfers	\$0	\$0	\$2,038	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$2,038
Interfund Transfers	\$0	\$0	\$0	\$0	(\$91,562)	\$0	\$0	\$0	\$0	\$0	\$0	\$0	(\$91,562)
<b>Excess Revenues (Expenditures)</b>	<b>(\$118,684)</b>	<b>\$37,326</b>	<b>\$70,738</b>	<b>\$487,150</b>	<b>(\$83,731)</b>	<b>(\$57,368)</b>	<b>(\$71,747)</b>	<b>(\$69,989)</b>	<b>(\$83,967)</b>	<b>(\$104,737)</b>	<b>(\$84,231)</b>	<b>\$0</b>	<b>(\$79,241)</b>

**Sampson Creek**  
**Community Development District**  
**Series 2016 Construction Schedule**

**1. Recap of Capital Project Fund Activity Through August 31, 2023**

Opening Balance in Construction Account	\$0.00
Source of Funds:	
Interest Earned	\$21,081.87
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)
<b>Adjusted Balance in Construction Account at August 31, 2023</b>	<b><u><u>\$6,360.40</u></u></b>

**2. Funds Available For Construction at August 31, 2023**

Book Balance of Construction Fund at August 31, 2023	\$6,360.40
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>\$0.00</u>
Construction Funds available at August 31, 2023	<u>\$6,360.40</u>

**3. Investments - US Bank**

August 31, 2023	<u>Type</u>	<u>Yield</u>	<u>Due</u>	<u>Maturity</u>	<u>Principal</u>
Construction Fund:	Overnight	5.21%		\$6,360.40	\$6,360.40
				Due to Capital Reserve Fund	\$0.00
				Contracts Payable	\$0.00
				Balance at 8/31/2023	<u><u>\$6,360.40</u></u>

**Sampson Creek**  
**Community Development District**  
**Capital Reserve Fund**

**1. Recap of Capital Project Fund Activity Through August 31, 2023**

Opening Balance in Construction Account		\$0.00
Source of Funds:	Interest Earned	\$28,131.83
	Interfund Transfers	\$2,086,648.74
	Miscellaneous Income	\$30,000.00
Use of Funds:		
Disbursements:	Fitness Room Construction	(\$365,869.80)
	Fitness Equipment	(\$149,770.21)
	Clubhouse Equipment	(\$122,203.48)
	Building Renovations	(\$28,990.10)
	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	(\$920,151.67)
	Reserve Study	(\$8,040.00)
	Professional Fees	(\$55,156.59)
<b>Adjusted Balance in Construction Account at August 31, 2023</b>		<b><u><u>\$86,804.88</u></u></b>

**2. Funds Available For Construction at August 31, 2023**

Book Balance of Construction Fund at August 31, 2023	\$86,804.88
Construction Funds available at August 31, 2023	<b><u><u>\$86,804.88</u></u></b>

**3. Investments - State Board of Administration**

August 31, 2023	<u>Type</u>	<u>Yield</u>	<u>Due</u>	<u>Maturity</u>	<u>Principal</u>
Construction Fund:	Overnight	0.00%		\$102,309.86	\$102,309.86
				Due to/from Other Funds	(\$15,504.98)
				Contracts Payable	\$0.00
				Balance at 8/31/2023	<b><u><u>\$86,804.88</u></u></b>



**Sampson Creek**  
**Community Development District**  
**Series 2020 Construction Schedule**

**1. Recap of Capital Project Fund Activity Through August 31, 2023**

Opening Balance in Construction Account	\$0.00
Source of Funds:	
Interest Earned	\$31,218.18
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 August 31, 2023</b>	<b><u><u>\$677,729.21</u></u></b>

**2. Funds Available For Construction at August 31, 2023**

Book Balance of Construction Fund at August 31, 2023	\$677,729.21
Construction Funds available at August 31, 2023	<u>\$677,729.21</u>

**3. Investments - US Bank**

August 31, 2023	<u>Type</u>	<u>Yield</u>	<u>Due</u>	<u>Maturity</u>	<u>Principal</u>
Construction Fund:	Overnight	5.21%		\$677,729.21	\$677,729.21
				Due to Capital Reserve Fund	\$0.00
				Contracts Payable	\$0.00
				Balance at 8/31/2023	<b><u><u>\$677,729.21</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
02/02/23	INTEREST	\$ -	\$ -	\$ -	\$ 2,132.65	\$ 1,293.52	\$ 740.27	\$ 98.86	\$ 2,132.65
02/21/23	DISTRIBUTION #7	\$ 124,120.67	\$ 4,269.97	\$ 2,397.01	\$ 117,453.69	\$ 71,239.42	\$ 40,769.91	\$ 5,444.36	\$ 117,453.69
03/29/23	DISTRIBUTION #8	\$ 49,833.63	\$ 822.84	\$ 980.22	\$ 48,030.57	\$ 29,132.08	\$ 16,672.12	\$ 2,226.37	\$ 48,030.57
04/06/23	INTEREST	\$ -	\$ -	\$ -	\$ 1,229.01	\$ 745.43	\$ 426.61	\$ 56.97	\$ 1,229.01
05/05/23	DISTRIBUTION #9	\$ 31,346.31	\$ (196.65)	\$ 630.86	\$ 30,912.10	\$ 18,749.18	\$ 10,730.05	\$ 1,432.88	\$ 30,912.10
06/15/23	DISTRIBUTION #10	\$ 4,009.47	\$ (120.29)	\$ 82.60	\$ 4,047.16	\$ 2,454.73	\$ 1,404.83	\$ 187.60	\$ 4,047.16
		\$ 1,693,290.66	\$ 64,271.11	\$ 32,580.40	\$ 1,599,800.81	\$ 970,330.37	\$ 555,314.49	\$ 74,155.95	\$ 1,599,800.81

Gross Percent Collected	<b>100.00%</b>
Balance Remaining to Collect	<b>\$0.00</b>

*C.*



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

***Check Run Summary***

September 21, 2023

**GENERAL FUND**

<b><u>Date</u></b>	<b><u>Check Numbers</u></b>	<b><u>Amount</u></b>
8/17/2023	8217-8224	\$4,865.67
8/18/2023	8225	\$258.00
8/24/2023	8226-8232	\$13,998.88
8/31/2023	8233-8236	\$20,290.90
9/7/2023	8237-8249	\$65,720.82
<b>Total</b>		<b><u><u>\$105,134.27</u></u></b>

**CAPITAL RESERVE FUND**

<b><u>Date</u></b>	<b><u>Check Numbers</u></b>	<b><u>Amount</u></b>
8/17/2023	247-248	\$17,127.00
<b>Total</b>		<b><u><u>\$17,127.00</u></u></b>

\* FedEx Invoices will be provided separately upon request.

CHECK DATE	VEND#	.....INVOICE..... DATE INVOICE	...EXPENSED TO... YRMO DPT ACCT# SUB SUBCLASS	VENDOR NAME	STATUS	AMOUNT	....CHECK..... AMOUNT #
8/17/23	00443	8/07/23 8545216	202308 320-54100-46202		*	856.00	
		SVCS-08/23					
		8/09/23 8546341	202308 320-54100-46202		*	523.64	
		PM REPAIRS-08/23					
				BRIGHTVIEW LANDSCAPE SERVICES, INC.			1,379.64 008217
8/17/23	00435	7/31/23 5749224-	202307 310-51300-48000		*	287.52	
		LEGAL AD#9059247					
		7/31/23 5749224-	202307 310-51300-48000		*	66.64	
		LEGAL AD#8989655					
		7/31/23 5749224-	202307 310-51300-48000		*	104.72	
		LEGAL AD#8994006					
				CA FLORIDA HOLDINGS LLC			458.88 008218
8/17/23	00371	8/12/23 2299687	202308 320-57200-34500		*	231.00	
		OFF DUTY OFFICER-08/12/23					
				CASEY A. ROMEIN LLC			231.00 008219
8/17/23	00319	8/04/23 1110956-	202308 320-57200-41000		*	653.97	
		SVCS-08/23					
				COMCAST			653.97 008220
8/17/23	00465	8/15/23 S68449	202308 320-57200-54502		*	231.00	
		SVCS-08/23					
		8/16/23 S68483	202308 320-57200-54502		*	140.00	
		SVCS-08/23					
				CREEKS AIR CONDITIONING & HEATING			371.00 008221
8/17/23	00334	8/09/23 23356477	202307 320-57200-54600		*	281.58	
		WATER COOLER/SUPPLY					
				CRYSTAL SPRINGS			281.58 008222
8/17/23	00464	8/17/23 28119-DE	202308 320-57200-54502		*	596.61	
		50%DEPOSIT					
				FIBERLITE UMBRELLAS LLC			596.61 008223
8/17/23	00386	7/28/23 03G00115	202307 320-57200-54600		*	837.21	
		TICKET#406910					
		7/28/23 03G00115	202307 320-57200-54600		*	20.00	
		TICKET#8607623736					
		7/28/23 03G00115	202307 320-57200-54600		*	35.78	
		TICKET#G7050350					
				READY REFRESH BY NESTLE			892.99 008224
8/18/23	00378	5/25/23 2604-REI	202305 320-57200-54500		*	250.00	
		SVCS-05/23					

CHECK DATE	VEND#	.....INVOICE..... DATE INVOICE	...EXPENSED TO... YRMO DPT ACCT# SUB SUBCLASS	VENDOR NAME	STATUS	AMOUNT	....CHECK..... AMOUNT #
		5/25/23	2604-REI 202305 320-57200-54500	BANK FEES	*	8.00	
				ANYTIME ANYWHERE HOFFMAN HEATING &			258.00 008225
8/24/23	00443	7/07/23	8501681 202307 320-54100-46202	SVCS-07/23	*	650.00	
		7/07/23	8501682 202307 320-54100-46200	SVCS-07/23	*	550.00	
		8/17/23	8551617 202308 320-54100-46200	SVVCS-08/23	*	611.70	
		8/17/23	8551618 202308 320-54100-46200	SVCS-08/23	*	325.00	
		8/17/23	8551619 202308 320-54100-46200	SVCS-08/23	*	440.12	
		8/17/23	8551620 202308 320-54100-46200	SVCS-08/23	*	1,799.67	
				BRIGHTVIEW LANDSCAPE SERVICES, INC.			4,376.49 008226
8/24/23	00371	8/19/23	2345577 202308 320-57200-34500	OFF DUTY OFFICER-08/19/23	*	231.00	
				CASEY A. ROMEIN LLC			231.00 008227
8/24/23	00022	8/15/23	14873242 202307 320-54100-43100	SVCS-07/23	*	125.43	
		8/15/23	82743242 202307 320-54100-43100	SVCS-07/23	*	1,066.99	
				JEA			1,192.42 008228
8/24/23	01003	7/31/23	131119 202307 320-57200-54500	SVCS-07/23	*	225.00	
		7/31/23	131163 202307 320-57200-54500	SVCS-07/23	*	575.00	
		8/16/23	131365 202308 320-57200-54500	SVCS-08/23	*	262.50	
				JSC SYSTEMS			1,062.50 008229
8/24/23	00019	8/11/23	52937676 202308 320-57200-54500	SVCS-08/11/23	*	125.00	
				NADER'S PEST RAIDERS, INC.			125.00 008230
8/24/23	00269	8/21/23	392 202307 320-57200-54503	SVCS-07/23 TENNIS COURT	*	325.00	
		8/21/23	392 202307 320-57200-54500	SVCS-07/23 REPAIRS/MAINT	*	1,279.38	
		8/21/23	392 202307 320-57200-54502	SVCS-07/23 AMENTIY REPAIR	*	1,222.50	
				RIVERSIDE MANAGEMENT SERVICES, INC.			2,826.88 008231
				SAMC SAMPSON CREEK SHENNING			



CHECK DATE	VEND#	.....INVOICE..... DATE INVOICE	...EXPENSED TO... YRMO DPT ACCT# SUB SUBCLASS	VENDOR NAME	STATUS	AMOUNT	....CHECK..... AMOUNT #
8/24/23	00431	8/09/23 3470-072	202307 320-57200-54600	PURCHASES-07/23 TRUIST BANK	*	4,184.59	4,184.59 008232
8/31/23	00443	9/01/23 8561448	202309 320-54100-46200	SPET 23 LANDSCAPE MAINT. BRIGHTVIEW LANDSCAPE SERVICES, INC.	*	12,577.17	12,577.17 008233
8/31/23	00016	8/07/23 JULY-23	202307 320-54100-43000	SERVICE THRU 08/07/2023 FLORIDA POWER & LIGHT	*	7,372.66	7,372.66 008234
8/31/23	00440	8/28/23 13732-3	202308 320-57200-54502	CHANGE OUT CARTRIDGES ROCK SOLID PLUMBING/BATH PLANET	*	305.00	305.00 008235
8/31/23	00399	8/23/23 99427401	202308 320-57200-41000	SERVICE THRU 08/23/2023 VERIZON	*	36.07	36.07 008236
9/07/23	00437	7/28/23 1136	202307 320-57200-45200	SVCS-07/23	*	1,675.52	14,273.99 008237
		7/28/23 1137	202307 320-57200-45200	SVCS-07/23	*	7,674.22	
		8/28/23 986	202309 320-57200-45200	SVCS-09/23	*	4,924.25	
9/07/23	00397	9/02/23 191148	202308 320-57200-34501	SVCS-08/23 C BUSS ENTERPRISES	*	6,446.00	6,446.00 008238
9/07/23	00048	8/31/23 51735809	202308 320-57200-54600	FIRST AID SUPPLIES CINTAS CORPORATION	*	88.91	88.91 008239
9/07/23	00319	7/28/23 1110618-	202308 320-57200-41000	SVCS-08/23	*	350.85	700.25 008240
		8/28/23 1110618-	202309 320-57200-41000	SVCS-09/23	*	349.40	
9/07/23	00465	9/06/23 S68962	202308 320-57200-54500	SVCS-08/23 COMCAST	*	360.00	360.00 008241

SAMC SAMPSON CREEK SHENNING

CHECK DATE	VEND#	.....INVOICE..... DATE INVOICE	...EXPENSED TO... YRMO DPT ACCT# SUB SUBCLASS	VENDOR NAME	STATUS	AMOUNT	....CHECK..... AMOUNT #
9/07/23	00464	9/06/23 09062023	202308 320-57200-54502	BALANCE	*	596.60	
				FIBERLITE UMBRELLAS LLC			596.60 008242
9/07/23	00461	8/24/23 5738-1	202308 320-57200-54500	PREVENTIVE MAINT-08/23	*	295.00	
				FITNESS MACHINE TECHNICIANS OF			295.00 008243
9/07/23	00131	9/01/23 398	202309 310-51300-34000	MGMT FEES-09/23	*	4,690.50	
		9/01/23 398	202309 310-51300-35100	INFORMATION TECHNOLOGY	*	83.33	
		9/01/23 398	202309 310-51300-31300	DISSEMINATION AGT SVCS	*	166.67	
		9/01/23 398	202309 310-51300-42000	POSTAGE	*	18.95	
		9/01/23 398	202309 310-51300-42500	COPIES	*	85.95	
		9/01/23 398	202309 310-51300-41000	TELEPHONE	*	12.65	
				GOVERNMENTAL MANAGEMENT SERVICES			5,058.05 008244
9/07/23	00287	8/26/23 00800023	202308 320-57200-45300	SVCS-08/23	*	625.00	
		9/05/23 00900023	202308 320-57200-45300	SVCS-08/23	*	250.00	
				DARRYL HALL			875.00 008245
9/07/23	01003	8/22/23 131436	202308 320-57200-54500	SVCS-08/23	*	225.00	
				JSC SYSTEMS			225.00 008246
9/07/23	00430	8/31/23 32682526	202307 310-51300-31500	SVCS-07/23	*	1,700.39	
				KUTAK ROCK LLP			1,700.39 008247
9/07/23	00269	9/01/23 393	202309 320-54100-34000	CONTRACT ADMIN-09/23	*	3,750.00	
		9/01/23 393	202309 320-57200-34700	FACILITY MGMT -09/23	*	6,005.33	
				RIVERSIDE MANAGEMENT SERVICES, INC.			9,755.33 008248
9/07/23	00160	9/07/23 09072023	202309 300-10100-10100	REIMB-PURCHASES EVENT/SUP	*	25,346.30	
				SAMPSON CREEK CDD			25,346.30 008249
				TOTAL FOR BANK A		105,134.27	
				SAMC SAMPSON CREEK SHENNING			



# INVOICE

**Sold To:** 14846146  
 Sampson Creek CDD  
 475 West Town Pl Ste 114  
 St. Augustine FL 32095

**Customer #:** 14846146  
**Invoice #:** 8546341  
**Invoice Date:** 8/9/2023  
**Sales Order:** 8185592  
**Cust PO #:**

**Project Name:** Sampson Creek CDD: Pm Repairs Needed.  
**Project Description:** Pm Repairs Needed.

Job Number	Description	Qty	UM	Unit Price	Amount
346100574	Sampson Creek CDD				
	6" rotor	7.000	EA	51.00	357.00
	6" Spray	4.000	EA	41.66	166.64
<p>Approved 8/11/2023            Marc J. Rousseau            001 320 54100 46202 Landscape Maintenance - Brightview</p>					
<b>Total Invoice Amount</b>					<b>523.64</b>
<b>Taxable Amount</b>					
<b>Tax Amount</b>					
<b>Balance Due</b>					<b>523.64</b>

**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 #: 8546341  
 Invoice Date: 8/9/2023

**Amount Due: \$ 523.64**

*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



## 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 Pl Ste 114 St. Augustine, FL 32095

Project Name      Sampson Creek CDD: Pm Repairs Needed.  
Project Description      Pm Repairs Needed.

### Scope of Work

QTY	UoM/Size	Material/Description	Unit Price	Total
7.00	EACH	6" rotor	\$51.00	\$357.00
4.00	EACH	6" Spray	\$41.66	\$166.64

For internal use only

SO#                    8185592  
JOB#                 346100574  
Service Line            150

**Total Price                    \$523.64**

**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) 292-0718 fax (904) 282-1014

## 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:

- 1A. 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 Arboriculture) standards will require a signed waiver of liability.

### Acceptance of the 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


8/4/23

Marc Rousseau P.M  
 Printed Name Date July 31, 2023

### BrightView Landscape Services, Inc. "Contractor"


Irrigation Manager

Alan John Wojciechowski Date July 31, 2023  
 Printed Name Date

Job #: 346100574  
 SO #: 8185592 Proposed Price: \$523.64

**Sold To:** 14846146  
 Sampson Creek CDD  
 475 West Town Pl Ste 114  
 St. Augustine FL 32095

**Customer #:** 14846146  
**Invoice #:** 8545216  
**Invoice Date:** 8/7/2023  
**Sales Order:** 8186402  
**Cust PO #:**

**Project Name:** Sampson Creek - Proposal to replace valve  
**Project Description:** Sampson Creek - Proposal to replace valve

Job Number	Description	Qty	UM	Unit Price	Amount
346100574	Battery Timer valve on St Johns Golf Dr 2" Valve is stuck on/collapsed 2.5" Lateral/Mainline difficult to manually flow off Sampson Creek CDD				
	2" PEB Valve	1.000	EA	848.00	848.00
	DBY Splice Kit	1.000	EA	8.00	8.00
				<b>Total Invoice Amount</b>	<b>856.00</b>
				<b>Taxable Amount</b>	
				<b>Tax Amount</b>	
				<b>Balance Due</b>	<b>856.00</b>

Approved 8/10/2023  
 Marc J. Rousseau  
 001 320 54100 46202 Landscape Maintenance – Brightview  
 Landscape Maintenance – Brightview

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 #: 8545216  
 Invoice Date: 8/7/2023

<b>Amount Due: \$ 856.00</b>
------------------------------

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



## Proposal for Extra Work at Sampson Creek CDD

Property Name	Sampson Creek CDD	Contact	Daniel Laughlin
Property Address	219 St Johns Golf Dr St Augustine, FL 32092	To	Sampson Creek CDD
		Billing Address	475 West Town Pl Ste 114 St. Augustine, FL 32095

Project Name      Sampson Creek - Proposal to replace valve

Project Description      Sampson Creek - Proposal to replace valve

### Scope of Work

Battery Timer valve on St Johns Golf Dr

2" Valve is stuck on/collapsed

2.5" Lateral/Mainline difficult to manually flow off

QTY	UoM/Size	Material/Description	Unit Price	Total
1.00	EACH	2" PEB Valve	\$848.00	\$848.00
1.00	EACH	DBY Splice Kit	\$8.00	\$8.00

For internal use only

**SO#**                      8186402  
**JOB#**                    346100574  
**Service Line**            150

**Total Price**                      \$856.00

**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, earthquakes, 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 the 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**

	<b>Property Manager</b>
Signature _____	Title _____
Daniel Laughlin	July 31, 2023
Printed Name	Date

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

	<b>Account Manager</b>
Signature _____	Title _____
Daniel W. Bauman	July 31, 2023
Printed Name	Date

Job #:	346100574		
SO #:	8186402	Proposed Price:	\$856.00

## Indra Dudley

---

**From:** Alan Wojciechowski  
**Sent:** Monday, July 31, 2023 6:04 PM  
**To:** Rodney Hicks  
**Cc:** Indra Dudley; Daniel Bauman  
**Subject:** Re: Sampson Creek - SO# 8186402

Here is the approval.



Alan Wojciechowski  
Irrigation Manager  
BrightView Landscape Services



# LOCALiQ

FLORIDA

<b>ACCOUNT NAME</b> Sampson Creek Cdd/Gms		<b>ACCOUNT #</b> 764139	<b>PAGE #</b> 1 of 1
<b>INVOICE #</b> 0005749224	<b>BILLING PERIOD</b> Jul 1- Jul 31, 2023	<b>PAYMENT DUE DATE</b> August 20, 2023	
<b>PREPAY (Memo Info)</b> \$0.00	<b>UNAPPLIED (included in amt due)</b> \$0.00	<b>TOTAL CASH AMT DUE*</b> \$458.88	

**BILLING ACCOUNT NAME AND ADDRESS**

Sampson Creek Cdd/Gms  
475 W. Town Pl. Ste. 114  
Saint Augustine, FL 32092-3649



**Legal Entity:** Gannett Media Corp.  
**Terms and Conditions:** Past due accounts are subject to interest at the rate of 18% per annum or the maximum legal rate (whichever is less). Advertiser claims for a credit related to rates incorrectly invoiced or paid must be submitted in writing to Publisher within 30 days of the invoice date or the claim will be waived. Any credit towards future advertising must be used within 30 days of issuance or the credit will be forfeited.  
**All funds payable in US dollars.**

**BILLING INQUIRIES/ADDRESS CHANGES** 1-877-736-7612 or smb@ccc.gannett.com

**FEDERAL ID** 47-2390983

To sign-up for E-mailed invoices and online payments please contact abgspecial@gannett.com. Previous account number: MOR\_15660

Date	Description	Amount
7/1/23	Balance Forward	\$0.00

**Legal Advertising:**

Date range	Product	Order Number	Description	PO Number	Runs	Ad Size	Net Amount
7/20/23	SAG St Augustine Record	9059247	Notice of Budget		1	2.0000 x 12 in	\$287.52

**Package Advertising:**

Start-End Date	Order Number	Description	PO Number	Package Cost
7/12/23	8989655	8989655	july 20th meeting	\$66.64
7/27/23	8994006	Budget Hearing		\$104.72

001.310.51300.48000



As an incentive for customers, we provide a discount off the total invoice cost equal to the 3.99% service fee if you pay with Cash/Check/ACH. Pay by Cash/Check/ACH and Save!

Total Cash Amount Due	\$458.88
Service Fee 3.99%	\$18.31
*Cash/Check/ACH Discount	-\$18.31
*Payment Amount by Cash/Check/ACH	\$458.88
Payment Amount by Credit Card	\$477.19

**PLEASE DETACH AND RETURN THIS PORTION WITH YOUR PAYMENT**

ACCOUNT NAME		ACCOUNT NUMBER		INVOICE NUMBER		AMOUNT PAID
Sampson Creek Cdd/Gms		764139		0005749224		
CURRENT DUE	30 DAYS PAST DUE	60 DAYS PAST DUE	90 DAYS PAST DUE	120+ DAYS PAST DUE	UNAPPLIED PAYMENTS	TOTAL CASH AMT DUE*
\$458.88	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$458.88
<b>REMITTANCE ADDRESS</b> (Include Account# & Invoice# on check)				<b>TO PAY WITH CREDIT CARD PLEASE FILL OUT BELOW:</b>		<b>TOTAL CREDIT CARD AMT DUE</b>
CA Florida Holdings, LLC PO Box 631244 Cincinnati, OH 45263-1244				<input type="checkbox"/> VISA <input type="checkbox"/> MASTERCARD <input type="checkbox"/> DISCOVER <input type="checkbox"/> AMEX		\$477.19
				Card Number _____		
				Exp Date ____ / ____ / ____      CVV Code _____		
				Signature _____      Date _____		

00007641390000000000000057492240004588867175

## Client Information

Attn:

## Receipt

Transaction #: 43706  
Date: 08/14/2023  
Total Amount: **\$231.00**

Job #	Invoice #	Date/Time	Location	Officers	Quantity	Rate(\$)	Amount Due(USD)
2322990	510132	08/12/2023 11:16 - 15:16	St Johns Golf and CC	Casey Romein	4.00	\$55.00/hr	\$220.00
<b>Total Officers Pay</b>							<b>\$220.00</b>
<b>Coordination</b>							
Casey Romein					0	\$0/hr	\$0
<b>Total Coordination Fees</b>					<b>0</b>	<b>\$0/hr</b>	<b>\$0</b>
<b>Subtotal</b>							<b>\$220.00</b>
<a href="tel:0013205720034500">001.320.57200.34500</a>					<b>RollKall Fees</b>		<b>\$11.00</b>
					<b>Tax</b>		<b>\$0.00</b>
<b>Total</b>							<b>\$231.00</b>

# Invoice

**INVOICE DATE**

8/12/2023

**INVOICE NUMBER**

510132

**BILLED FROM**

ANGIE KASTING  
St Johns County Sheriff's Office  
St. Augustine, FL 32084

**BILLED TO**

SHARYN HENNING  
5385 North Nob Hill Road  
Sunrise, FL 33351

JOB ID	DATE	TIME	JOB NAME	OFFICER	FEES	HOURS	RATE	AMOUNT
2322990	8/12/23	12:16 PM 04:16 PM	St. Johns Golf	Casey Romein - 10343	0.00 A 0.00 A 0.00 E 0.00 V 0.00 M	4.00	\$55.00	\$220.00
<b>TOTAL OFFICERS PAY</b>								<b>\$220.00</b>
<b>SERVICE FEE</b>								<b>\$11.00</b>
<b>TAX</b>								<b>\$0.00</b>
<b>TOTAL DUE</b>								<b>\$231.00</b>

A - Admin E - Equipment V - Vehicle M - Miscellaneous





**ST JOHNS COUNTY SHERIFF'S OFFICE**  
**Statistic Sheet**

Samson Creek CDD  
 St Johns Golf Community

RollKall Invoice#: 2299687

NAME / ID: Sergeant Casey Romein #10343				
DATE	CAD #	TIME IN	TIME OUT	TOTAL HOURS
Saturday, August 12, 2023	SJSO23CAD199032	12:15 P.M.	4:15 PM	4

**ACTIVITY / COMMENTS:**

Total Contacts: 5   Citations: 4   Warnings: 2

**Activity Log**

- (Vehicle) driver was cited for running the stop sign at Eagle Point Drive / Glenfield Crossing Court
- (Vehicle) driver was cited for running the stop sign at Eagle Point Drive / Meadow View Lane
- (Vehicle) driver was cited for speeding on Leo Maguire Parkway (55mph)
- (Vehicle) driver was warned for running the stop sign at St Johns Golf Drive / Remington Court but cited for not carrying proof of insurance
- (Vehicle) owner warned for illegally parking on Highland View Drive

RollKall Invoice#:

# Hello Fitn Sampson Crk Cdd Pool,

Thanks for choosing Comcast Business.

AUG 14 2023

## Your bill at a glance

For 219 SAINT JOHNS GOLF DR, HOME OFC 2, SAINT AUGUSTINE, FL, 32092-1053

Previous balance		\$652.89
Payment - thank you	Jul 28	-\$652.89
<b>Balance forward</b>		<b>\$0.00</b>
Regular monthly charges	Page 3	\$647.05
Taxes, fees and other charges	Page 3	\$6.92
<b>New charges</b>		<b>\$653.97</b>

**Amount due Aug 25, 2023 \$653.97**

## Your bill explained

- TV Update: On August 15, 2023, SEC Network Alternate (SEC Network Overflow) will cease operations.
- Taxes, fees & other charges have increased by \$1.08 on your account as a result of changes to your services.
- This page gives you a quick summary of your monthly bill. A detailed breakdown of your charges begins on page 3.
- Any payments received or account activity after Aug 04, 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).



### Need help?

Visit [business.comcast.com/help](https://business.comcast.com/help) or see page 2 for other ways to contact us.

001.320.57200.41000  
August 2023  
\$653.97

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

1100 NORTHPOINT PKWY W PALM  
BCH FL 33407-1937  
96330310 NO RP 04 20230804 NNNNNNNY 0000646 0004

FITN SAMPSON CRK CDD POOL  
HOME OFC 2  
5385 N NOB HILL RD  
SUNRISE, FL 33351-4761

Account number **8495 74 140 1110956**

Payment due **Aug 25, 2023**

**Please pay \$653.97**

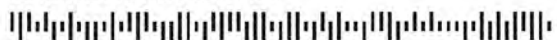
Amount enclosed \$

Make checks payable to Comcast  
Do not send cash



Send payment to

COMCAST  
PO BOX 71211  
CHARLOTTE NC 28272-1211



849574140111095600653972

## 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](https://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](https://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](https://support.xfinity.com/accessibility), email [accessibility@comcast.com](mailto: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](https://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](https://business.comcast.com/myaccount) to get started.

## Additional billing information

### More ways to pay:



#### Online

Visit My Account at [business.comcast.com/myaccount](https://business.comcast.com/myaccount)



#### By App

Download the Comcast Business App




#### In-Store

Visit [business.comcast.com/servicecenter](https://business.comcast.com/servicecenter) to find a store near you





Regular monthly charges		\$647.05
<b>Comcast Business</b>		<b>\$364.95</b>
<b>Packaged services</b>		<b>\$479.00</b>
 Data, Voice, Access Package, Includes: Business Internet Gigabit Extra, 1 Mobility Voice Line, SecurityEdge, and Wifi Pro Expanded Coverage.	\$429.00	
Mobility Voice Line Business Voice. Qty 2 @ \$44.95 each	\$89.90	
Voice Credit Qty 2 @ -\$19.95 each	-\$39.90	
<b>Discounts</b>		<b>-\$189.00</b>
Bundle Discount	-\$189.00	
<b>Comcast Business services</b>		<b>\$74.95</b>
TV Standard Business Video.	\$74.95	

Add ons		\$0.00
Public View Service Business Video. Includes \$20.00 Service Discount	\$0.00	

Equipment & services		\$229.95
CableCARD Service To Additional TV.	<input checked="" type="checkbox"/>	
Digital Adapter	<input checked="" type="checkbox"/>	
CableCARD Service To Additional TV. Qty 6 @ \$0.00 each Includes \$43.50 Service Discount	\$0.00	
Equipment Fee TV Box.	\$200.00	
Equipment Fee Voice and Wifi Pro Expanded Coverage.	\$29.95	

Service fees		\$52.15
Directory Listing Management Fee	\$5.00	
Voice Network Investment	\$5.00	
Broadcast TV Fee	\$30.80	
Regional Sports Fee	\$11.35	

Taxes, fees and other charges		\$6.92
<b>Other charges</b>		<b>\$6.92</b>
Regulatory Cost Recovery	\$3.01	
Federal Universal Service Fund	\$3.91	

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.



Account Number  
8495 74 140 1110956

Billing Date  
Aug 04, 2023

Services From  
Aug 14, 2023 to Sep 13, 2023

Page  
4 of 5

## 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.

**Parental Controls:** With parental controls, you can choose and manage the programming that is right for your family. Learn more at: [business.comcast.com/support/article/tv/x1-parental-controls-safe-browse](https://business.comcast.com/support/article/tv/x1-parental-controls-safe-browse).

**TV Update:** Effective September 26, 2023, INSP will move from Standard to Sports & Entertainment Pack.

**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.



## Security solutions that help keep you ready.



We're grateful to have you as a customer. And we'd love to offer you a personalized, one-on-one Account Review to align your needs with your goals and to ensure you have the best solutions for your business to meet the future.

It's important to stay ready with the company that powers more businesses than any other provider, bringing you:

- **Advanced security** to help protect your business from cyberthreats.
- 99.9% reliability on the largest, fastest, reliable network for small businesses, **with upload speeds up to 3-5x faster.**
- From the company powered by the **next generation 10G network.**

Please give us a call at 844-833-0485 to schedule a chat. We'll give you the tools to help you clear today's hurdles and be ready for whatever's next.

 Call 844-833-0485 or  
visit [ComcastBusiness.com/AccountReview](https://ComcastBusiness.com/AccountReview)

COMCAST  
BUSINESS



## Creeks Air Conditioning & Heating, Inc.

51 Hudson Way  
Suite 1  
Ponte Vedra, FL 32081  
Phone: (904)230-7840 Fax: ( ) -

St Johns Golf & Country Club  
Marc  
219 St Johns Golf Drive  
Saint Augustine, FL 32092

St Johns Golf & Country Club  
Marc  
219 St Johns Golf Drive  
Saint Augustine, FL 32092

73796	8/15/2023	S-68449	08/15/2023	<b>Amount Paid</b>	
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Call Slip Number	Invoice Date	Invoice Number	Due Date	Contractor's License #
73796	8/15/2023	S-68449	08/15/2023	CMC1249868

Tech	Date
JONATHAN	08/15/2023

Qty	Description	Unit Price	Amount
(1)	Leak Search per Component	91.00	91.00
(1)	Diagnostic Commercial	140.00	140.00

Brand	Model	Serial #
CARR	FB4CNP061L00EFAA	1822F01431

Brand	Model	Serial #
	BH14NB060P0GAAAA	1922X87787

-----  
ADDITIONAL DETAILS:

Commercial Diagnostic/trip charge

Unit for the community room Was low on gas .,  
Do a leak search in ahu can not find leak do a leak search n the  
condenser and nothing had a black spots in the condenser by put my  
leak detector will not go on  
.do a leak search in the line set in and out and will go crazy  
...show the line set to Matt,max and TJ ...they know what to do  
Will take about 35 feet 7/8 3/8 copper  
Will take around 5 lb  
Unit is not working  
Office will send a quote

**Approved 8/17/2023**  
**Marc J. Rousseau**  
**001 320 57200 54502 Repairs/Replacements – Amenity**

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<b>As Agreed</b>	<b>231.00</b>
------------------	---------------

PARTS WARRANTY - All parts as recorded are warranted as per manufacturer specifications.  
LABOR GUARANTY - The labor charge as recorded here relative to the equipment serviced as noted, is guaranteed for a period of 30 days.



Upcoming Delivery Dates

August 2023	September 2023	October 2023
Monday 14	Monday 11	Monday 9
Monday 28	Monday 25	Monday 23



Bottled Water \* Filtration \* Coffee

Are you prepared for a natural disaster? Have your household ready for an emergency by keeping a minimum of a three-day supply of bottled water on hand. Stock 1-gallon of water per person per day. Order your water today!

Customer Account#:980956523356477

SAMPSON CREEK CDD
219 SAINT JOHNS GOLF DR
SAINT AUGUSTINE, FL 32092

Invoice Date: 08-09-23
Invoice #: 23356477 080923
Purchase Order #:

Table with columns: Date, Transaction #, Details, Qty, Each, Amount. Includes rows for Previous Balance, Payment, and various water service charges.

Rec'd By:

001.320.57200.54600

Did you know that in addition to the top left corner of this bill, you can also find your delivery schedule at water.com/myaccount? Online you can also easily skip or add a delivery as needed.

30356-P-0040

Summary box showing: Previous Balance \$97.94, Payment \$97.94, Total New Charges \$281.58, Pay This Amount \$281.58.

Write the complete account number on your check. Detach remittance and mail with payment in the enclosed envelope. To pay online go to www.water.com



200 Eagles Landing Blvd
Lakeland, FL 33810

Customer Account#: 980956523356477
Due By: Upon Receipt
Late Fees May Apply After: 09-01-23
Total Amount Due: \$281.58

Check here and see reverse for address and phone corrections.

Payment amount field with dollar sign and grid for digits.

Mail Remittance With Payment To:

SAMPSON CREEK CDD
MARC ROUSSEAU
5385 N NOB HILL RD
SUNRISE, FL 33351

CRYSTAL SPRINGS
PO BOX 660579
DALLAS, TX 75266-0579



Date	Détails	Qty.	Each	Amount
07-31-23	T232126970012	21	5.99	125.79
	CRYSTAL SPRINGS 5G PURIFIED WATER	21	6.00	126.00
	5.0 GALLON BOTTLE DEPOSIT	-19	6.00	-114.00
	5.0 GALLON BOTTLE RETURN			
	DELIVERY FEE	1	13.99	13.99
	Sales Tax			0.00
	<b>Total</b>			<b>151.78</b>
	R2321921085775			
	BOTTOM LOAD HOT AND COLD COOLER WITH SMARTFLO	1	6.99	6.99
	BOTTOM LOAD HOT AND COLD COOLER WITH SMARTFLO	1	6.99	6.99
	Sales Tax			0.00
	<b>Total</b>			<b>13.98</b>
<b>Total New Charges:</b>				<b>281.58</b>
<p>***We have updated the terms and conditions for our products and services. The new terms and conditions can be found at <a href="http://www.water.com/bottled-water-terms-and-conditions">www.water.com/bottled-water-terms-and-conditions</a> .***</p>				

**How to Read Your Bill**

**Delivery Calendar:**  
Your scheduled deliveries for the next three months.

**Customer Account Number:**  
For prompt service, please use this number when referring to your account.

**Summary:**  
Previous balance and posted payments since last bill.

**Total New Charges:**  
This information provides totals for various products and transactions.

**Important Monthly Message**

**Important Monthly Promotions:**  
Register online for access to your account. You can view and pay your bill, check delivery schedule and order products all online.

**Bottle Deposits:**  
Highlights bottle deposits and returns.

**Easy to Pay:**  
Pay your invoice through the mail, online at [www.water.com](http://www.water.com) or call us to expedite your remittance with automatic credit card payments

**Mail Remittance With Payment To:**  
Please detach remittance and mail using business envelope provided.

**Billing Rights Summary**

**In case of Errors or Questions About Your Bill:**  
If you think your bill is incorrect, or if you need more information about a transaction on your bill, write us as soon as possible on a separate sheet, at P.O. Box 660579, Dallas, TX 75266-0579. We must hear from you no later than 60 days after we sent you the first bill on which the error or problem appeared. Your bill shall be deemed correct unless disputed within 60 days from receipt. You can telephone us, but doing so will not preserve your rights.

- In your letter, give us the following information:
- Your name and complete account number.
  - The dollar amount of the suspected error.
  - Describe the error and explain why you believe there is an error. If you need more information, describe the item you are unsure about.

You do not have to pay any amount in question while we are investigating, but you are still obligated to pay the amount of your bill that is not in question. While we investigate your questions, we cannot report you as delinquent or take any action to collect the amount you question.

**Electronic Funds Transfer Notice**

If you pay by check, it will be converted into an "Electronic Funds Transfer" (EFT), a process in which your financial institution is electronically instructed to transfer funds from your account to ours in lieu of processing the check. By sending your completed check to us, you authorize us to use the account information therein to create an EFT for the amount indicated on the check. If the EFT cannot be processed for technical or other reasons, you authorize us to process an image replacement document, draft, or copy of your check.

**OPT OUT NOTICE:** If you do not wish to participate in this check conversion program, please write to us on a separate sheet at: P.O. Box 660579, Dallas, TX 75266-0579.

**Insufficient Funds Notice**

If your check is returned for insufficient or uncollected funds (NSF), your signature on your check gives us permission to debit your checking account electronically for the uncollected amount. Payment by check constitutes your acceptance of these terms.

**We appreciate your business.**

**As a food product, bottled water is subject to rules and regulations promulgated by the Federal Food and Drug Administration (FDA).**  
For further information, please write DS Services of America, Inc. at P.O. Box 660579, Dallas, TX 75266-0579.

Please print only new address below and check the appropriate box on reverse side. Thank you.

**Address Changes**

Mailing address only  Mailing and delivery address

Name

Address

City

State

Zip Code

( )

Phone Number

E-mail Address

Customer Account Number

**Do Not Forget To:**

- ✓ Detach this remittance and return with your payment.
- ✓ Write the complete account number on your check.
- ✓ Mail remittance and payment using the enclosed envelope.

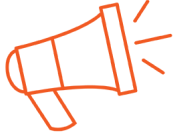


Account Number: 0011587045  
 Invoice Number: 03G0011587045  
 Activity From: 06/27/23 - 07/26/23  
 Billing Date: 07/28/23  
 Delivery Address: SAMPSON CREEK CDD  
 219 SAINT JOHNS GOLF DR  
 SAINT AUGUSTINE FL 32092

Previous Balance	\$883.08
Payments / Credits	\$45.87
Current Activity from 06/27/23 - 07/26/23	\$55.78
<b>Total Account Balance as of 07/28/23</b>	<b>\$892.99</b>

**YOUR ACCOUNT IS PAST DUE** and is subject to additional late fees. Water delivery service may be interrupted. Please make your payment today. For your convenience, you can pay your bill online. If payment has been made, we thank you.

### News for You



Take AC+ION this summer! AC+ION is an ion-charged alkaline water that is obsessed with optimizing hydration during the hot days of summer. From now through Aug 31 Buy 1 Case of AC+ION 1L, Get 1 Case Free. Automatic coupon at checkout, 10 case max per delivery.

Date	Ticket #	Qty	Description	Amount
7/18	406910		PREVIOUS BALANCE	883.08
			PAYMENT-THANK YOU	-45.87
7/25	8607623736	1	LATE FEE	20.00
7/01	G7050350		RENT	35.78

Per your request, we attempted to apply this balance to your credit card. Unfortunately, the transaction was rejected. Please contact customer service to update your credit card information.

**001.320.57200.54600**

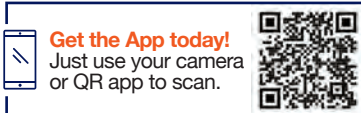
**Total Account Balance as of 07/28/23 \$892.99**

Detach below stub and return with your payment

Page 1 of 1



PO Box 30080  
 College Station, TX 77842



ACCOUNT NUMBER - 0011587045 INVOICE NUMBER - 03G0011587045

**Total Amount Due by 08/17/23 \$892.99**

Amount Enclosed: \$

987000115870450 0005578 00892993 5

ADDRESS SERVICE REQUESTED

SAMPSON CREEK CDD  
 . SAMPSON CREEK CDD  
 5385 N NOB HILL RD  
 SUNRISEFL 33351-4761

Please send payment to:

ReadyRefresh  
 BlueTriton Brands, Inc.  
 P.O. Box 856680  
 Louisville, KY 40285-6680





VyStar CU 01#A016471  
Jacksonville FL

07/19/2023  
Page 175  
000000000000000000

Leah,  
The bank charged me an extra  
\$8.00 dollars for insufficient funds.

A service fee may have been assessed due to this transaction.

The enclosed deposited item (s) have been returned unpaid and the Advice Total shown below deducted from your account. if you have any questions or would like to speak with a representative about your account please call (904) 777-6000, option 9, or 1-800-445-6289, option 9.

REASON  
Refer to Maker

SEQ #  
0004953756

ITEM AMOUNT  
250.00

\*263079276\*  
07/19/2023  
0004953756

This is a LEGAL COPY of your check. You can use it the same way you would use the original check.

RETURN REASON - S  
REFER TO MAKER

### REFER TO MAKER

00000000000000179  
⑆263079276⑆ 07/15/2023

<b>SAMPSON CREEK CDD</b> 5385 NORTH NOB HILL ROAD SUNRISE, FL 33351 (954) 721-8681 GENERAL FUND		<b>WELLS FARGO BANK, NA</b> CORAL SPRINGS, FL		<b>008168</b>	
		DATE 7/11/2023		AMOUNT \$250.00*	
TWO HUNDRED FIFTY DOLLARS & 00 CENTS		*****			
PAY TO THE ORDER OF: ANYTIME ANYWHERE HOFFMAN HEATING & AIR, INC. 3217 TROUT RIVER BLVD JACKSONVILLE FL 32208		<i>R. J. Jones</i> <i>Pono</i>		AUTHORIZED SIGNATURE	

⑆008168⑆ ⑆067006432⑆ 200008321705⑆ ⑆0000025000⑆

INVOICE

Anytime Anywhere Hoffman Heating & Air, Inc.  
CAC1816187

INVOICE #: 2604  
DATE: 5-25-23

3217 Trout River Blvd , Jacksonville, FL 32208  
Phone 904-766-0006  
kimtheboss@comcast.net

TO	<u>Saint Johns Golf &amp; Country Club</u> <u>219 - Saint Johns Golf Drive</u> <u>Saint 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
		<u>installed four new</u>		
		<u>filters in air handler</u>		
		<u>units and blew out</u>		
		<u>drain lines in air handler</u>		
		<u>on the westside of the building</u>		
		<u>the drains were leaking on the</u>		
		<u>mechanical room floor.</u>		

TOTAL 250.00

Make all checks payable to: Anytime Anywhere Hoffman Heating & Air, Inc.  
THANK YOU FOR YOUR BUSINESS!



# INVOICE

**Sold To:** 14846146  
Sampson Creek CDD  
475 West Town Pl Ste 114  
St. Augustine FL 32095

**Customer #:** 14846146  
**Invoice #:** 8501681  
**Invoice Date:** 7/7/2023  
**Sales Order:** 8156549  
**Cust PO #:**

**Project Name:** Sampson Creek - Proposal to replace battery nodes  
**Project Description:** Sampson Creek - Proposal to replace battery nodes

Job Number	Description	Qty	UM	Unit Price	Amount	
346100574	Sampson Creek CDD					
	Battery Node (JEA box by St Jo	1.000	EA	325.00	325.00	
	Battery Node (Rotors Lake - Ea	1.000	EA	325.00	325.00	
					<b>Total Invoice Amount</b>	<b>650.00</b>
					<b>Taxable Amount</b>	
					<b>Tax Amount</b>	
					<b>Balance Due</b>	<b>650.00</b>

001.320.54100.46202

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 #: 8501681  
Invoice Date: 7/7/2023

**Amount Due: \$ 650.00**

*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



## 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 Pl Ste 114 St. Augustine, FL 32095

Project Name      Sampson Creek - Proposal to replace battery nodes  
 Project Description      Sampson Creek - Proposal to replace battery nodes

### Scope of Work

QTY	UoM/Size	Material/Description	Unit Price	Total
1.00	EACH	Battery Node (JEA box by St Johns Golf)	\$325.00	\$325.00
1.00	EACH	Battery Node (Rotors Lake - Eagle Point)	\$325.00	\$325.00

For internal use only

SO#                      8156549  
 JOB#                    346100574  
 Service Line            150

**Total Price            \$650.00**

**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 contractive 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.

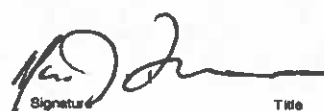
16. **Tree & Stump Removal:** Trees removed will be cut as close to the ground as possible based on conditions to or next to the bottom of the tree trunk. Additional charges will be levied for unseen hazards such as, but not limited to: concrete brick filled trunks, metal rods, etc. If requested mechanical 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

 6/26/2023  
 Signature Title P.M.

Marc Rousseau June 26, 2023  
 Printed Name Date

BrightView Landscape Services, Inc. "Contractor"  
 Account Manager

 June 26, 2023  
 Signature Title  
 Daniel W. Bauman  
 Printed Name Date

Job #: 346100574  
 SO #: 8156548 Proposed Price: \$650.00



# INVOICE

**Sold To:** 14846146  
Sampson Creek CDD  
475 West Town Pl Ste 114  
St. Augustine FL 32095

**Customer #:** 14846146  
**Invoice #:** 8501682  
**Invoice Date:** 7/7/2023  
**Sales Order:** 8156561  
**Cust PO #:**

**Project Name:** Sampson Creek - Proposal to locate zone with error on small clock  
**Project Description:** Sampson Creek - Proposal to locate zone with error on small clock

Job Number	Description	Qty	UM	Unit Price	Amount
346100574	Sampson Creek CDD				
	Tech labor to locate zones err	4.000	HR	75.00	300.00
	Solenoid	2.000	EA	125.00	250.00
 <b>Approved 8/21/2023</b> <b>Marc J. Rousseau</b> <b>001 320 54100 46200 Landscape Maintenance – Brightview</b>					
<b>Total Invoice Amount</b>					<b>550.00</b>
<b>Taxable Amount</b>					
<b>Tax Amount</b>					
<b>Balance Due</b>					<b>550.00</b>

**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 #: 8501682  
Invoice Date: 7/7/2023

**Amount Due: \$ 550.00**

*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



## 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 Pl Ste 114 St. Augustine, FL 32095

Project Name      Sampson Creek - Proposal to locate zone with error on small clock  
 Project Description      Sampson Creek - Proposal to locate zone with error on small clock

### Scope of Work

QTY	UoM/Size	Material/Description	Unit Price	Total
4.00	HOURL	Tech labor to locate zones error at House 1017 Meadow View Ln & Eagle Point (right side)	\$75.00	\$300.00
2.00	EACH	Solenoid	\$125.00	\$250.00

For internal use only

SO#                      8156561  
 JOB#                    346100574  
 Service Line            150

**Total Price            \$550.00**

**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) 292-0718 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.
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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 contractive 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.

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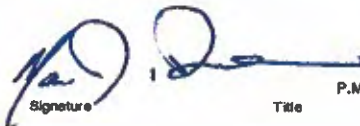
16. **Tree & Stump Removal:** Trees removed will be cut as close to the ground as possible based on conditions to or next to the bottom of the tree trunk. Additional charges will be levied for unseen hazards such as, but not limited to concrete brick filled trunks, metal rods, etc. If requested mechanical 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.
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**Acceptance of this Contract**

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Customer


6/23/2023  
 Signature Title P.M.

Marc Rousseau June 26, 2023  
 Printed Name Date

BrightView Landscape Services, Inc. "Contractor"  
 Account Manager

Signature Title  
 Daniel W. Bauman June 26, 2023  
 Printed Name Date

Job #: 348100574  
 SO #: 8158561 Proposed Price: \$550.00



# INVOICE

**Sold To:** 14846146  
Sampson Creek CDD  
475 West Town Pl Ste 114  
St. Augustine FL 32095

**Customer #:** 14846146  
**Invoice #:** 8551617  
**Invoice Date:** 8/17/2023  
**Sales Order:** 8185584  
**Cust PO #:**

**Project Name:** Sampson Creek CDD: Relocate pipe. Pipe broken in Mature oak tree  
**Project Description:** Relocate pipe. Pipe broken in Mature oak tree Near Bathrooms

Job Number	Description	Qty	UM	Unit Price	Amount
346100574	Sampson Creek CDD Relocate pipe. Pipe broken in	1,000	EA	611.70	611.70
<p>Approved 8/21/2023  Marc J. Rousseau  001 320 54100 46200 Landscape Maintenance – Brightview</p>					
<b>Total Invoice Amount</b>					<b>611.70</b>
<b>Taxable Amount</b>					
<b>Tax Amount</b>					
<b>Balance Due</b>					<b>611.70</b>

**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 #: 8551617  
Invoice Date: 8/17/2023

**Amount Due: \$ 611.70**

*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



## 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 Pl Ste 114 St. Augustine, FL 32095

Project Name      Sampson Creek CDD: Relocate pipe. Pipe broken in Mature oak tree

Project Description      Relocate pipe. Pipe broken in Mature oak tree Near Bathrooms

### Scope of Work

QTY	UoM/Size	Material/Description
1.00	EACH	Relocate pipe. Pipe broken in Mature oak tree

For Internal use only

SO#                      8185584  
 JOB#                    346100574  
 Service Line            150

**Total Price                      \$611.70**

**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, earthquakes, 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.
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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.

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**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

 P.M. 8/2/2023

Marc Rousseau Title July 31, 2023  
Printed Name Date

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

Irrigation Manager  
Signature Title  
Alan John Wojciechowski July 31, 2023  
Printed Name Date

Job #: 346100574  
SO #: 8185584 Proposed Price: \$611.70



# INVOICE

**Sold To:** 14846146  
Sampson Creek CDD  
475 West Town Pl Ste 114  
St. Augustine FL 32095

**Customer #:** 14846146  
**Invoice #:** 8551618  
**Invoice Date:** 8/17/2023  
**Sales Order:** 8185587  
**Cust PO #:**

**Project Name:** Sampson Creek CDD: Replace In operable battery operated Controller

**Project Description:** Replace In operable battery operated Controller For Leo Maguire and Stone Hedge Trail

Job Number	Description	Qty	UM	Unit Price	Amount
346100574	Sampson Creek CDD Node 1 Station Battery Op	1.000	EA	325.00	325.00
<p>Approved 8/21/2023  Marc J. Rousseau  001 320 54100 46200 Landscape Maintenance – Brightview</p>					
<b>Total Invoice Amount</b>					325.00
<b>Taxable Amount</b>					
<b>Tax Amount</b>					
<b>Balance Due</b>					325.00

**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 #: 8551618  
Invoice Date: 8/17/2023

**Amount Due: \$ 325.00**

*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



## 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 Pl Ste 114 St. Augustine, FL 32095

Project Name      Sampson Creek CDD: Replace In operable battery operated Controller

Project Description      Replace In operable battery operated Controller For Leo Maguire and Stone Hedge Trail

### Scope of Work

QTY	UoM/Size	Material/Description	Unit Price	Total
1.00	EACH	Node 1 Station Battery Op	\$325.00	\$325.00

For internal use only

SO#                    8185587  
JOB#                 346100574  
Service Line            150

**Total Price                    \$325.00**

**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) 292-0718 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, earthquakes, 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.
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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: P.M.  
Date: 8/2/2023

Marc Rousseau  
Printed Name

July 31, 2023  
Date

### BrightView Landscape Services, Inc. "Contractor"

Signature:  Title: Irrigation Manager  
Printed Name: Alan John Wojciechowski  
Date: July 31, 2023

Job #: 348100574

SO #: 8185587

Proposed Price: \$325.00



# INVOICE

**Sold To:** 14846146  
 Sampson Creek CDD  
 475 West Town Pl Ste 114  
 St. Augustine FL 32095

**Customer #:** 14846146  
**Invoice #:** 8551619  
**Invoice Date:** 8/17/2023  
**Sales Order:** 8185590  
**Cust PO #:**

**Project Name:** Sampson Creek CDD: Replace In operable ESP controller  
**Project Description:** Replace In operable ESP controller By Eagle point and Meadows View Lane by lake.

Job Number	Description	Qty	UM	Unit Price	Amount
346100574	Sampson Creek CDD Node 1 Station Battery Op	1.000	EA	440.12	440.12
<b>Total Invoice Amount</b> <b>Taxable Amount</b> <b>Tax Amount</b> <b>Balance Due</b>					    <b>440.12</b>   <b>440.12</b>

Approved 8/21/2023  
 Marc J. Rousseau  
 001 320 54100 46200 Landscape Maintenance – Brightview

**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 #: 8551619  
 Invoice Date: 8/17/2023

<b>Amount Due: \$ 440.12</b>
------------------------------

*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





### 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 Pl Ste 114 St. Augustine, FL 32095

Project Name      Sampson Creek CDD: Replace In operable ESP controller  
Project Description      Replace In operable ESP controller By Eagle point and Meadows View Lane by lake.

#### Scope of Work

QTY	UoM/Size	Material/Description	Unit Price	To
1.00	EACH	Node 1 Station Battery Op	\$440.12	\$440.12

For internal use only

SO#                    8185590  
JOB#                 346100574  
Service Line            150

**Total Price**                    \$440.12

**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.
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Customer:

 8/2/2023  
 Signature Title P.M.

Marc Rousseau July 31, 2023  
 Printed Name Date

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

Irrigation Manager  
 Signature Title  
 Alan John Wojciechowski July 31, 2023  
 Printed Name Date

Job #: 348100574  
 SO #: 8185580 Proposed Price: \$440.12



# INVOICE

**Sold To:** 14846146  
Sampson Creek CDD  
475 West Town Pl Ste 114  
St. Augustine FL 32095

**Customer #:** 14846146  
**Invoice #:** 8551620  
**Invoice Date:** 8/17/2023  
**Sales Order:** 8185600  
**Cust PO #:**

**Project Name:** Sampson Creek CDD: Locate and Diagnose 3 Valves not operating

**Project Description:** Locate and Diagnose 3 Valves not operating: Zones 19, 21, and 9 on the large Main Controller

Job Number	Description	Qty	UM	Unit Price	Amount
346100574	Sampson Creek CDD				
	Labor ( Not to EXCEED)	8.000	EA	114.95	919.62
	Materials ( Not to EXCEED)	1.000	EA	880.05	880.05
<b>Approved 8/21/2023</b> <b>Marc J. Rousseau</b>					
<b>Total Invoice Amount</b>					<b>1,799.67</b>
<b>Taxable Amount</b>					
<b>Tax Amount</b>					
<b>Balance Due</b>					<b>1,799.67</b>

**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 #: 8551620  
Invoice Date: 8/17/2023

**Amount Due: \$ 1,799.67**

*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





### 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 Pl Ste 114 St. Augustine, FL 32095

Project Name            Sampson Creek CDD: Locate and Diagnose 3 Valves not operating

Project Description    Locate and Diagnose 3 Valves not operating: Zones 19, 21, and 9 on the large Main Controller

#### Scope of Work

QTY	UoM/Size	Material/Description	Unit Price	Total
8.00	EACH	Labor ( Not to EXCEED)	\$114.95	\$919.62
1.00	EACH	Materials ( Not to EXCEED)	\$880.05	\$880.05

For Internal use only

SO#                    8185600  
JOB#                  346100574  
Service Line            150

**Total Price            \$1,799.67**

**THIS IS NOT AN INVOICE**

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11530 Davis Creek Court, Jacksonville, FL 32256 ph. (904) 292-0716 fax (904) 292-1014

## TERMS & CONDITIONS

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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:

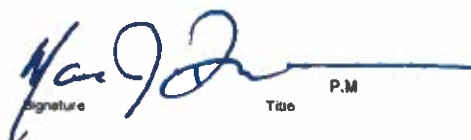
16. **Tree & Stump Removal:** Trees removed will be cut as close to the ground as possible based on conditions to or next to the bottom of the tree trunk. Additional charges will be levied for unseen hazards such as, but not limited to concrete brick filled trunks, metal rods, etc. If requested mechanical 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 for 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 Arboriculture) standards will require a signed waiver of liability.

**Acceptance of this Contract**

By executing this Contract, 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:

 8/4/2023  
 Signature Title P.M.

Marc Rousseau July 31, 2023  
 Printed Name Date

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

Irrigation Manager

Signature Title  
 Alan John Wojciechowski July 31, 2023

Printed Name Date

Job #: 346100574  
 SO #: 8185600 Proposed Price: \$1,799.87

# Invoice

**INVOICE DATE**

8/19/2023

**INVOICE NUMBER**

514614

**BILLED FROM**

ANGIE KASTING  
St Johns County Sheriff's Office  
St. Augustine, FL 32084

**BILLED TO**

SHARYN HENNING  
5385 North Nob Hill Road  
Sunrise, FL 33351

JOB ID	DATE	TIME	JOB NAME	OFFICER	FEES	HOURS	RATE	AMOUNT
2345577	8/19/23	11:15 AM 03:15 PM	St. Johns Golf	Casey Romein - 10343	0.00 A 0.00 A 0.00 E 0.00 V 0.00 M	4.00	\$55.00	\$220.00

[001.320.57200.34500](tel:001.320.57200.34500)**TOTAL OFFICERS PAY \$220.00****SERVICE FEE \$11.00****TAX \$0.00**

---

**TOTAL DUE \$231.00**

---

A - Admin E - Equipment V - Vehicle M - Miscellaneous



## Client Information

Attn:

## Receipt

Transaction #: 44405  
Date: 08/21/2023  
Total Amount: **\$231.00**

Job #	Invoice #	Date/Time	Location	Officers	Quantity	Rate(\$)	Amount Due(USD)
2345577	514614	08/19/2023 10:15 - 14:15	St Johns Golf and CC	Casey Romein	4.00	\$55.00/hr	\$220.00
<b>Total Officers Pay</b>							<b>\$220.00</b>
<b>Coordination</b>							
				Casey Romein	0	\$0/hr	\$0
<b>Total Coordination Fees</b>					<b>0</b>	<b>\$0/hr</b>	<b>\$0</b>
<b>Subtotal</b>							<b>\$220.00</b>
<b>RollKall Fees</b>							<b>\$11.00</b>
<b>Tax</b>							<b>\$0.00</b>
<b>Total</b>							<b>\$231.00</b>



**ST JOHNS COUNTY SHERIFF'S OFFICE**  
**Statistic Sheet**

Samson Creek CDD  
St Johns Golf Community

RollKall Invoice#: 2345577

NAME / ID:		Sergeant Casey Romein #10343		
DATE	CAD #	TIME IN	TIME OUT	TOTAL HOURS
Saturday, August 19, 2023	SJSO23CAD205030	11:15 A.M.	3:15 PM	4

**ACTIVITY / COMMENTS:**

Total Contacts: 6   Citations: 5   Warnings: 2

**Activity Log**

- (Vehicle) driver was cited for speeding on Leo Maguire Parkway (55mph)
- (Vehicle) driver was cited for following another vehicle less than one vehicle length away (tail gating) on Leo Maguire Parkway when the other driver was driving the speed limit
- (Vehicle) driver was cited for speeding on St Johns Golf Drive (38mph)
- (Vehicle) driver was cited for speeding on Leo Maguire Parkway (50mph) also cited for not carrying registration / not registering their vehicle
- (Vehicle) driver was warned for speeding on Leo Maguire Parkway (50mph)
- (Vehicle) driver was warned for not stopping at a stop sign at St Johns Golf Drive / Remmington Court

RollKall Invoice#:



Customer Name: SAMPSON CREEK COMMUNITY

Account #: 8274324200

Cycle: 15

Bill Date: 08/15/23

**TOTAL SUMMARY OF CHARGES**

Irrigation .....	\$	549.21
Sewer .....		89.02
Water .....		428.76

(A complete breakdown of charges can be found on the following pages.)

Total New Charges: ..... \$ 1,066.99



Please pay \$1,066.99 by 09/06/23 to avoid 1.5% late payment fee and service disconnections.



If your business floods and water rises above the electrical outlets, it's important to call a licensed electrician to check the wiring before you restore power.

ADD 21 2023

001.320.54100.43100

A late payment fee will be assessed for unpaid balance.

Previous Balance	Payment(s) Received	Balance Before New Charges	New Charges	Please Pay
\$2,096.04	-\$2,096.04	\$0.00	\$1,066.99	\$1,066.99

**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: 08/15/23		Please pay by 09/06/23 to avoid 1.5% late Payment Fee	
Previous Balance	Payment(s) Received	Balance Before New Charges	New Charges	Please Pay	TOTAL AMOUNT PAID
\$2,096.04	-\$2,096.04	\$0.00	\$1,066.99	\$1,066.99	

# 0000115 I=10010000



115 1 MB 0.558  
SAMPSON CREEK COMMUNITY  
DEVELOPMENT DISTRICT  
5385 N NOB HILL RD  
SUNRISE FL 33351-4761



\*\* JEA \*\*  
PO BOX 45047  
JACKSONVILLE FL 32232-5047

1282827432420000000000004000106699010100000001500017

00002 / 51 / 62 / 42 / 06341 0000115 1 I=1001000000





## 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, 225 North Pearl 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: \_\_\_\_\_



225 North Pearl Street, Jacksonville, FL 32202-4513  
 Phone: 904.665.6000 • Fax: 904.665.7990 • Internet: jea.com

**SERVICE DETAILS**

<b>Account Name:</b> SAMPSON CREEK COMMUNITY	<b>Account #:</b> 8274324200	<b>Bill Date:</b> 08/15/23	<b>Cycle:</b> 15
---	---------------------------------	-------------------------------	---------------------

Service Address:	Serv Type:	Current Chgs:	Service Point:	Service Period:	Bill Rate:
1054 EAGLE POINT DR Detail Basic Monthly Charge Charges:	I	18.90 18.90	Irrigation 1 - Commercial Meter Nbr 74457419	07/11/23 - 08/09/23 Current Reading 487	Commercial Irrigation Service Consumption 0 GAL Days Billed 29 Reading Type Regular
1148 STONEHEDGE TRAIL LN APT 1 Detail Basic Monthly Charge Charges: Tier 1 Consumption (1-14 kgal @ \$3.81)	I	58.17 31.50 26.67	Irrigation 1 - Commercial Meter Nbr 64314540	07/10/23 - 08/08/23 Current Reading 4089	Commercial Irrigation Service Consumption 7000 GAL Days Billed 29 Reading Type Regular
1401 CRESTED HERON CT Detail Basic Monthly Charge Charges: Tier 1 Consumption (1-14 kgal @ \$3.81) Tier 2 Consumption (> 14 kgal @ \$4.33)	I	150.98 63.00 53.35 34.63	Irrigation 1 - Commercial Meter Nbr 62253178	07/11/23 - 08/09/23 Current Reading 8665	Commercial Irrigation Service Consumption 22000 GAL Days Billed 29 Reading Type Regular
219 SAINT JOHNS GOLF DR Detail Basic Monthly Charge Charges: Sewer Usage Charge	S	44.51 31.73 12.78	Commercial - Water/Sewer Meter Nbr 60873506	07/12/23 - 08/09/23 Current Reading 1928	Commercial Sewer Service Consumption 2000 GAL Days Billed 28 Reading Type Regular
219 SAINT JOHNS GOLF DR Detail Basic Monthly Charge Charges: Water Consumption Charge	W	383.52 100.80 282.72	Swimming Pool - Water Meter Nbr 74759589	07/12/23 - 08/10/23 Current Reading 21317	Commercial Water Service Consumption 152000 GAL Days Billed 29 Reading Type Regular
219 SAINT JOHNS GOLF DR Detail Basic Monthly Charge Charges: Water Consumption Charge	W	22.62 18.90 3.72	Commercial - Water/Sewer Meter Nbr 60873506	07/12/23 - 08/09/23 Current Reading 1928	Commercial Water Service Consumption 2000 GAL Days Billed 28 Reading Type Regular
219 SAINT JOHNS GOLF DRAPT 1 Detail Basic Monthly Charge Charges: Sewer Usage Charge	S	44.51 31.73 12.78	Commercial - Water/Sewer Meter Nbr 86955411	07/12/23 - 08/10/23 Current Reading 75	Commercial Sewer Service Consumption 2000 GAL Days Billed 29 Reading Type Regular
219 SAINT JOHNS GOLF DRAPT 1 Detail Basic Monthly Charge Charges: Water Consumption Charge	W	22.62 18.90 3.72	Commercial - Water/Sewer Meter Nbr 86955411	07/12/23 - 08/10/23 Current Reading 75	Commercial Water Service Consumption 2000 GAL Days Billed 29 Reading Type Regular
380 SAINT JOHNS GOLF DR Detail Basic Monthly Charge Charges: Tier 1 Consumption (1-14 kgal @ \$3.81)	I	30.33 18.90 11.43	Irrigation 1 - Commercial Meter Nbr 67063459	07/11/23 - 08/09/23 Current Reading 1307	Commercial Irrigation Service Consumption 3000 GAL Days Billed 29 Reading Type Regular

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Service Address:	Serv Type:	Current Chgs:	Service Point:	Service Period:	Bill Rate:
825 HAMPTON CROSSING WAY	I	18.90	Irrigation 1 - Residential	07/11/23 - 08/09/23	Residential Irrigation Service
Detail Basic Monthly Charge		18.90	<u>Meter Nbr</u>	<u>Current Reading</u>	<u>Consumption</u> <u>Days Billed</u> <u>Reading Type</u>
Charges:			83711246	288	0 GAL 29 Regular
884 EAGLE POINT DR APT 1	I	58.17	Irrigation 1 - Commercial	07/11/23 - 08/09/23	Commercial Irrigation Service
Detail Basic Monthly Charge		31.50	<u>Meter Nbr</u>	<u>Current Reading</u>	<u>Consumption</u> <u>Days Billed</u> <u>Reading Type</u>
Charges: Tier 1 Consumption (1-14 kgal @ \$3.81)		26.67	83715860	290	7000 GAL 29 Regular
885 EAGLE POINT DR	I	80.90	Irrigation 1 - Commercial	07/11/23 - 08/09/23	Commercial Irrigation Service
Detail Basic Monthly Charge		18.90	<u>Meter Nbr</u>	<u>Current Reading</u>	<u>Consumption</u> <u>Days Billed</u> <u>Reading Type</u>
Charges: Tier 1 Consumption (1-14 kgal @ \$3.81)		53.35	81849996	39	16000 GAL 29 Regular
Tier 2 Consumption (> 14 kgal @ \$4.33)		8.65			
982 EAGLE POINT DR	I	132.86	Irrigation 1 - Commercial	07/11/23 - 08/09/23	Commercial Irrigation Service
Detail Basic Monthly Charge		18.90	<u>Meter Nbr</u>	<u>Current Reading</u>	<u>Consumption</u> <u>Days Billed</u> <u>Reading Type</u>
Charges: Tier 1 Consumption (1-14 kgal @ \$3.81)		53.35	82580203	519	28000 GAL 29 Regular
Tier 2 Consumption (> 14 kgal @ \$4.33)		60.61			

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Customer Name: SAMPSON CREEK COMMUNITY

Account #: 1487324200

Cycle: 15

Bill Date: 08/15/23

AUG 21 2023

**TOTAL SUMMARY OF CHARGES**

Irrigation .....	\$	125.43
<i>(A complete breakdown of charges can be found on the following pages.)</i>		
<b>Total New Charges: .....</b>	<b>\$</b>	<b>125.43</b>



Please note your account has a credit balance, which will be subtracted from your next bill. There is NO NEED to pay. Thank you.



If your business floods and water rises above the electrical outlets, it's important to call a licensed electrician to check the wiring before you restore power.

001.320.54100.43100

No payment due

Previous Balance	Payment(s) Received	Balance Before New Charges	New Charges	Please Pay
<b>-\$431.17</b>	<b>-\$208.95</b>	<b>-\$640.12</b>	<b>\$125.43</b>	<b>-\$514.69</b>

**WE APPRECIATE  
YOUR BUSINESS**

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#: 1487324200	Bill Date: 08/15/23	No payment due.
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# 0000116 I=10010000



116 1 MB 0.558  
SAMPSON CREEK COMMUNITY  
DEVELOPMENT DISTRICT  
5385 N NOB HILL RD  
SUNRISE FL 33351-4761

00002 / 51162/4206341 0000116 I=10010000000





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### ADDRESS CORRECTION

Account #

Tel:

Address:

City:

State:

Zip Code:

E-mail:



Customer Name: SAMPSON CREEK COMMUNITY

Account #: 1487324200

Cycle: 15

Bill Date: 08/15/23

**IRRIGATION SERVICE**

Billing Rate: Commercial Irrigation Service

Service Address: 1013 MEADOW VIEW LA APT IR01

Service Period: 07/11/23 - 08/09/23 Reading Date: 08/09/2023

Service Point: Irrigation 1 - Commercial

Meter Number	Days Billed	Current Reading	Reading Type	Meter Size	Consumption (1 cu ft = 7.48 gal)
73470057	29	2801	Regular	3/4	14000 GAL
Basic Monthly Charge					\$ 18.90
Tier 1 Consumption (1-14 kgal @ \$3.81)					53.34
<b>TOTAL CURRENT IRRIGATION CHARGES</b>					<b>\$ 72.24</b>

**IRRIGATION SERVICE**

Billing Rate: Commercial Irrigation Service

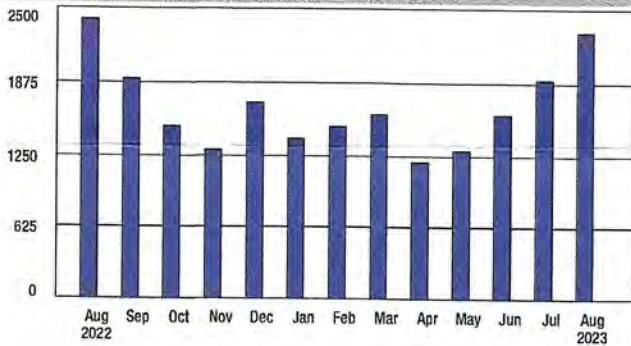
Service Address: 784 EAGLE POINT DR APT IR01

Service Period: 07/11/23 - 08/09/23 Reading Date: 08/09/2023

Service Point: Irrigation 1 - Commercial

Meter Number	Days Billed	Current Reading	Reading Type	Meter Size	Consumption (1 cu ft = 7.48 gal)
72802699	29	2266	Regular	3/4	9000 GAL
Basic Monthly Charge					\$ 18.90
Tier 1 Consumption (1-14 kgal @ \$3.81)					34.29
<b>TOTAL CURRENT IRRIGATION CHARGES</b>					<b>\$ 53.19</b>

**CONSUMPTION HISTORY**



Water tens Gal Electric Kwh

	1 year ago	Last Month	This Month	Average Daily
Total Kwh used				
Total Gallions used	24,000	19,000	23,000	0

0/002 751762/4206341 0000116 2 I=1001000000



# INVOICE

Invoice Date	Invoice #
7/31/2023	131119

Customer PO #

5021 Stepp Avenue  
 Jacksonville, FL 32216  
 Phone (904) 737-3511

**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
X063886	Due Upon Receipt	07/31/2023	

Quantity	Item / Description	Unit Price	Amount
1.00	Tech Rate	150.00	150.00
1.00	Trip Charge	75.00	75.00
1.00	Removed 4 speakers and wires from upper pool deck - to be installed after contractors finish	0.00	0.00

*Repair & Maintenance*  
*320 53200 54500*

<b>Sub-Total</b>	225.00
<b>Tax</b>	0.00
<b>Total Invoice Amount</b>	225.00

**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.





5021 Stepp Avenue  
 Jacksonville, FL 32216  
 Phone (904) 737-3511

# INVOICE

Invoice Date	Invoice #
7/31/2023	131163
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
X063640	Due Upon Receipt	07/31/2023	

Quantity	Item / Description	Unit Price	Amount
3.50	Tech Rate	150.00	525.00
1.00	Trip Charge	50.00	50.00
1.00	Linked mic SENNHEISER- system unplugged. Linked mic, set gain and tested, LEA amp 192.168.1.40, Denon DN-350VI internet radio.	0.00	0.00

*Repairs & Maintenance*  
*320 57200 54500*

Sub-Total	575.00
Tax	0.00
<b>Total Invoice Amount</b>	<b>575.00</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.





5021 Stepp Avenue  
 Jacksonville, FL 32216  
 Phone (904) 737-3511

# INVOICE

Invoice Date	Invoice #
8/16/2023	131365
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
X064389	Due Upon Receipt	08/16/2023	

Quantity	Item / Description	Unit Price	Amount
1.25	Tech Rate	150.00	187.50
1.00	Trip Charge	75.00	75.00
1.00	Reinstalled speakers (4)	0.00	0.00

*Repairs & Maintenance*  
 320 572005400  
 54500



Sub-Total	262.50
Tax	0.00
<b>Total Invoice Amount</b>	<b>262.50</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.

# Service Slip/Invoice



Nader's Pest Raiders  
 9143 Philips Hwy  
 Suite 460  
 Jacksonville, FL 32256  
 904-646-4717

**INVOICE:** 52937676  
**DATE:** 8/11/2023  
**ORDER:** 52937676

**Bill To:** [704649]  
 Sampson Creek CDD  
 219 Saint Johns Golf Dr  
 Saint Augustine, FL 32092-1053

**Work Location:** [704649] 904-599-9093  
 Sampson Creek Comm Development  
 219 Saint Johns Golf Dr  
 Swim Club, Playground, Tennis  
 Saint Augustine, FL 32092-1053

Work Date	Time	Target Pest	Technician	Time In
8/11/2023	11:42 AM		BKJEFFOR-P	Bradley Jeffords
Purchase Order	Terms	Last Service	Map Code	Time Out
		8/11/2023	SJG	Lic:JE141259

Service	Description	Price
CPC-QTRLY	Pest Control Service	\$125.00
Quarterly Pest Control- Playground & Golf Cart Storage Please treat the playground, playground amenities and the east facing golf cart storage wall. Treated for wasp and ants swept down spiderwebs and wasp nest Thank you for your business!		<b>SUBTOTAL</b> \$125.00 <b>TAX</b> \$0.00 <b>AMT. PAID</b> \$0.00 <b>TOTAL</b> \$125.00

**AMOUNT DUE \$125.00**

TECHNICIAN SIGNATURE

*Repairs & Maintenance*  
 320 57200 54500



CUSTOMER SIGNATURE

\* Balances outstanding over 30 days from the date of service may be subject to a late fee of the lesser of 1.5% per month (18% per year) or the maximum allowed by law. Customer agrees to pay accrued expenses in the event of collection.

I hereby acknowledge the satisfactory completion of all services rendered, and agree to pay the cost of services as specified above.

**Riverside Management Services, Inc**  
 9655 Florida Mining Blvd. W.  
 Building 300, Suite 305  
 Jacksonville, FL 32257

# Invoice

**Invoice #:** 392  
**Invoice Date:** 8/21/2023  
**Due Date:** 8/21/2023  
**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 July 1 - July 31, 2023		2,784.95	2,784.95
Maintenance Supplies		41.93	41.93
<p>Approved 8/22/2023            Marc J. Rousseau            Tennis Ct Maint 1.320.57200.54503 \$325.00            Repairs &amp; Main 1.320.57200.54500 \$1,279.38            Amenity Repairs &amp; Replace 1.320.57200.54502 \$1,222.50</p> <p><i>Jerry Lambert</i>            8-23-23</p>			

<b>Total</b>	\$2,826.88
<b>Payments/Credits</b>	\$0.00
<b>Balance Due</b>	\$2,826.88



**SAMPSON CREEK COMMUNITY DEVELOPMENT DISTRICT  
MAINTENANCE BILLABLE HOURS  
FOR THE MONTH OF JULY 2023**

<u>Date</u>	<u>Hours</u>	<u>Employee</u>	<u>Description</u>
7/3/23	8	J.S.	Sanded down windowsills in gym, sprayed for wasps around tennis courts and playground area, sprayed for weeds around pool deck and playground area, blew leaves and debris off tennis courts, playground area, pool area, picnic area and walkways, removed debris around tennis courts, basketball courts, picnic area, playground area, roadways and pool area, checked and changed all trash receptacles
7/4/23	7.57	J.S.	Straightened and organized pool deck furniture, assisted Leah with set up and clean up of July 4th event, checked and changed all trash receptacles on pool deck
7/7/23	8	J.S.	Sprayed for wasps on playground area, put plates back on wall in meeting room, sprayed for weeds on pool deck, installed lock on closet door in gym, remounted fire extinguisher in gym, installed wheels on computer desk, blew leaves and debris off walkways, pool area, tennis courts, picnic area and playground, removed debris around tennis courts, basketball courts, pool area, playground area, roadways, lakes and picnic area, checked and changed all trash receptacles
7/10/23	8	J.S.	Fixed windscreens on tennis court one, cut up pool table and umbrella and disposed of it, spread spectracide on grass by pool and behind pool, fixed pool slide close sign, scrubbed stains on pool deck entrance, blew leaves and debris off tennis courts, pool area, picnic area, playground area and walkways, removed debris around tennis courts, basketball courts, pool area, playground area, roadways, picnic area and soccer field, checked and changed all trash receptacles
7/14/23	8	J.S.	Removed broken tire swing from playground, re-zip tied windscreens on tennis court four, removed cobwebs in breezeway and around lights around gym area and meeting room, sprayed for weeds on tennis courts one, two, three and four, blew leaves and debris off tennis courts, walkways, playground area and picnic area, removed debris around tennis courts, playground area, picnic area, pool area, roadways, soccer field and basketball courts, checked and changed all trash receptacles
7/17/23	8	J.S.	Filled in two pot holes with dry patch at front entrance, sprayed for wasp on pool deck and playground, glued two pavers down on back pool area, hosed off and scrubbed stains off pool deck, removed door stopper from meeting room door, blew leaves and debris off tennis courts, pool area, picnic area, playground area and walkways, removed debris around playground area, picnic area, tennis courts, basketball courts, pool area, soccer field and roadways, checked and changed all trash receptacles.
7/21/23	8	J.S.	Rezip tied windscreen on tennis court one, assisted installing new tire swing on playground, sprayed for wasps on slide tower, removed feces on slide tower, assisted straightening up maintenance closet, blew leaves and debris off tennis courts, pool area, picnic area, playground area and walkways, removed debris around tennis courts, basketball courts, pool area, playground area, roadways, picnic area and soccer field, checked and changed all trash receptacles
7/24/23	8	J.S.	Installed nine umbrellas around pool deck, vacuum out fitness AC pan in office, attached safety pins to all umbrellas, changed out two basketball nets on basketball courts, screwed in Airwick case in women's bathroom, blew leaves and debris off tennis courts, playground area, picnic area, walkways and pool area, removed debris along roadways, pool area, picnic area, playground area, soccer field, basketball courts and picnic area, checked and changed all trash receptacles
7/28/23	8	J.S.	Drilled holes at the bottom of pool umbrellas and secured to base, changed out basketball net, sprayed for weeds on pool deck, blew leaves and debris off tennis courts, playground area, picnic area, pool area and walkways, removed debris around tennis courts, playground area, picnic area, pool area, basketball courts and soccer field, checked and changed all trash receptacles
7/31/23	8	J.S.	Cleared storm drains of debris down Leo Maguire and half way down Eagle Point, sprayed for wasp on slide tower, playground and tennis courts, rezip tied windscreens on tennis courts one and four, blew leaves and debris off tennis courts, pool area, picnic area, playground area and walkways, removed debris around tennis courts, basketball courts, pool area, playground area, roadways, picnic area and soccer field, checked and changed all trash receptacles
<b>TOTAL</b>	<u><u>79.57</u></u>		
<b>MILES</b>	<u><u>0</u></u>		*Mileage is reimbursable per section 112.061 Florida Statutes Mileage Rate 2009-0.445



SAMPSON

THANK YOU FOR SHOPPING AT  
CRONIN ACE HARDWARE  
2843 COUNTY ROAD 210 WEST  
SUITE 101  
SAINT JOHNS, FL 32259  
(904) 217-3324

Charge

07/07/23 10:34AM JFB	553	SALE	
54535	1	EA	\$9.99 EA
PADLOCK 1AM 1-9/16" ACE			\$9.99
5267081	1	EA	\$4.99 EA
HASP FXD SAFETY 3-1/4"ZN			\$4.99
SUB-TOTAL:\$ 14.98 TAX:\$ .97			
TOTAL: \$ 15.95			
BC AMT: \$ 15.95			

DK CARD#: XXXXXXXXXXXX6779  
 MTG: \*\*\*\*\*6883 TID:\*\*\*4807  
 AUTH: 09458G AMT: \$ 15.95  
 Host reference #:950018 Bal#

Authorizing Network: VISA

Contactless  
 CARD TYPE:VISA                    EXPR: XXXX  
 AID : A0000000031010  
 TVR : 0000000000  
 IAD : 06021203A00000  
 TSI :  
 ARC : 00  
 MODE : Issuer  
 CVM : No CVM  
 Name : CHASE VISA  
 ATC :0001  
 AC : F99A15684956C2CC  
 TxnID/ValCode: 184825

SAMPSON

THANK YOU FOR SHOPPING AT  
CRONIN ACE HARDWARE  
2843 COUNTY ROAD 210 WEST  
SUITE 101  
SAINT JOHNS, FL 32259  
(904) 217-3324

CASH

07/21/23 9:38AM HVC	553	SALE	
-----			
5031406	2	EA	3.59 EA
HOOK S XNC .299X3 CD2			7.18
SUB-TOTAL:\$ 7.18 TAX:\$ .47			
TOTAL: \$ 7.65			
CASH TEND: 10.00 CHANGE: 2.35			
Total Items: 2			



==> JRNL#J53836/1                    <<==  
 CUST NO:\*22216  
 ACE REWARDS ID # 1946466028

Customer Copy

\*\*\*\*\*  
 Tell us about your experience  
 today and Enter to win a \$50  
 gift card!  
 \*\*\*\*\*  
 To participate  
 \* Visit: TalkTo.AceHardware.com  
 or text HELPFUL to 223439  
 \* This survey invitation is  
 valid for 72 hours  
 \* Store # 16059  
 \* Survey approximately 5 mins

No purchase necessary.  
 Must be 18 or older to  
 enter sweepstakes. Void  
 where prohibited. See rules  
 at: TalkTo.AceHardware.com









646

JOB WORK ORDER		
NAME	Joe Summers	Date of Order
Job Location	SC	Total Labor Time
	36	8
Description of Work		
* Blew off walkways, pool area, Tennis courts, picnic area, and playground area.		
* Picked up trash around Tennis courts, Basketball courts, pool area, playground area, roadways, lakes, and picnic area.		
* Sprayed for wasp on playground area.		
* Put plates back on wall in meeting room.		
* Sprayed weeds on pool deck.		
* Installed lock on closet door in gym.		
* Re-mounted fire extinguisher in gym.		
* Installed wheels on tech's computer desk.		
Equipment Used	Mileage Tracking	Number of Miles
Small Trailer	Start	End
Large Trailer	house	SC
John Deere Gator	SC	house
Additional Equipment:		18
		18

ck

644

JOB WORK ORDER		
NAME	Joe Summers	Date of Order
Job Location	SC	Total Labor Time
	36	8
Description of Work		
* Blew off tennis courts, pool area, picnic area, playground area, and walkways.		
* Picked up trash around tennis courts, basketball courts, pool area, playground area, roadways, picnic area, and soccer field.		
* Fixed windbreakers on tennis court 1.		
* Cut up pool table and umbrella and dispose of it.		
* Spread Spectracide on grass by and behind the pool.		
* Fix pool slide chase sign.		
* Scrubbed stains on pool deck entrance.		
Equipment Used	Mileage Tracking	Number of Miles
Small Trailer	Start	End
Large Trailer	house	SC
John Deere Gator	SC	house
Additional Equipment:		18
		18

ck



646

JOB WORK ORDER		
NAME <i>Joe Sommers</i>	Date of Order <i>7-14-23</i>	
Job Location <i>SC</i>	Total Miles <i>36</i>	Total Labor Time <i>8</i>
Description of Work		
* Blew off Tennis courts, walkways, playground area, and picnic area.		
* Picked up trash around Tennis courts, play ground area, picnic area, pool area, roadways, soccer field, and Basketball courts.		
* Removed broken tire swing from playground.		
* Reziptied wind screens on tennis court 4.		
* Cable Dusted in breeze way and around lights around Gyn area and meeting room.		
* Sprayed for weeds on tennis court 1, 2, 3, and 4.		
Equipment Used	Mileage Tracking	Number of Miles
Small Trailer	Start	End
Large Trailer	<i>house</i>	<i>SC</i>
John Deere Gator	<i>SC</i>	<i>house</i>
Additional Equipment:		

647

JOB WORK ORDER		
NAME <i>Joe Sommers</i>	Date of Order <i>7-17-23</i>	
Job Location <i>SC</i>	Total Miles <i>36</i>	Total Labor Time <i>8</i>
Description of Work		
* Blew off Tennis courts, pool area, picnic area, playground area, and walkways.		
* Picked up trash around playground area, picnic area, Tennis courts, Basketball courts, pool area, soccer field, and roadways.		
* Removed door stopper from meeting room door.		
* Hosed off and scrubbed stains off pool deck.		
* Glued & pavers down on back pool area.		
* Sprayed for weed on pool deck and playground.		
* Help Marc Fill in 2 pot holes with dry patch at front Entrance.		
Equipment Used	Mileage Tracking	Number of Miles
Small Trailer	Start	End
Large Trailer	<i>house</i>	<i>SC</i>
John Deere Gator	<i>SC</i>	<i>house</i>
Additional Equipment:		

8



642

JOB WORK ORDER		
NAME	Date of Order	
Joe Sammers	7-26-23	
Job Location	Total Miles	Total Labor Time
SC	36	8
Description of Work		
* Blew off pool deck, Tennis courts, walkways, picnic area, and playground area		
* Picked up trash around Tennis courts, pool area, Roadways, playground area, picnic area, soccer field, and Basketball courts.		
* Replaced windscreens on tennis court 1.		
* Help Marc install new tire swing on playground		
* Sprayed for wasp on slide tower.		
* Help Marc clean up Dookie on slide tower.		
* Help Marc straightened up maintenance closet		
*		
Equipment Used	Mileage Tracking	
Small Trailer	Start	End
Large Trailer	house	SC
John Deere Gator	SC	house
Additional Equipment:		

630

JOB WORK ORDER		
NAME	Date of Order	
Joe Sammers	7-24-23	
Job Location	Total Miles	Total Labor Time
SC	36	8
Description of Work		
* Blew off Tennis courts, playground area, picnic area, and walkways, pool area		
* Pick up trash along roadways, pool area, picnic area, playground area, soccer field, Basketball courts, and Tennis courts.		
* Screwed in Air wicks case in women's bathroom		
* Charged out 2 basketball nets on basketball court		
* Attach safety pins to all umbrellas.		
* vacuum out stack's AC pan in office.		
* Installed 9 umbrellas around pool deck		
*		
Equipment Used	Mileage Tracking	
Small Trailer	Start	End
Large Trailer	house	SC
John Deere Gator	SC	house
Additional Equipment:		

(1)

(1)



710

### JOB WORK ORDER

NAME	Joe Sommes		Date of Order	7-28-23	
Job Location	SC	Total Miles	36	Total Labor Time	8

#### Description of Work

\* Picked up trash around tennis courts, playground area, picnic area, pool area, pool area, pool area, basketball courts, and soccer field.

\* Blew off tennis courts, playground area, picnic area, pool area, and walkways

\* Drilled holes at the bottom of pool umbrellas and secured to base.

\* Change out basket ball <sup>net</sup> post.

\* Spray for weeds on pool deck.

Equipment Used	Mileage Tracking		Number of Miles
	Start	End	
Small Trailer	house	SC	18
Large Trailer	SC	house	18
John Deere Gator			
Additional Equipment:			

RA

756

### JOB WORK ORDER

NAME	Joe Sommes		Date of Order	7-31-23	
Job Location	SC	Total Miles	36	Total Labor Time	8

#### Description of Work

\* Blew off tennis courts, playground area, picnic area, pool area, and walkways

\* Picked up trash around roadways, pool area, tennis courts, basketball courts, picnic area, playground area and soccer field

\* cleared storm drains of debris down

Lee Meguire and half way down Epke

\* Sprayed for wasp on slide tower, playground, and tennis courts.

\* Reprinted winds screens on tennis

Court 1 and 4.

Equipment Used	Mileage Tracking		Number of Miles
	Start	End	
Small Trailer	house	SC	18
Large Trailer	SC	house	18
John Deere Gator			
Additional Equipment:			

Joe Sommes

RA



AUG 17 2023

SAMPSON CREEK CDD  
**Business Rewards Mastercard**



**Page 1 of 4**  
 Billing cycle 07/10/23 - 08/09/23  
 Account number ending in 3470

**Account summary**

Previous balance		\$3,129.60
Payments & other credits	-	\$3,129.60
Purchases & other charges	-	\$4,184.59
Balance transfers	+	\$0.00
Cash advances	+	\$0.00
Interest charged	+	\$0.00
Fees charged	+	\$0.00
<b>New balance</b>		<b>\$4,184.59</b>

Credit limit	\$10,000.00
Available credit	\$5,815.41
Available for cash advance	\$3,000.00
Statement closing date	08/09/2023
Days in billing cycle	31

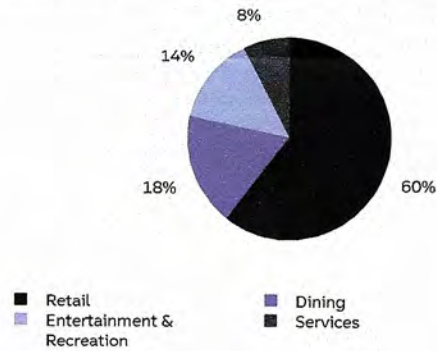
**Questions?**

- Visit [truist.com](http://truist.com)
- Call 844-4TRUIST (844-487-8478)
- International collect 910-914-8250
- Write TRUIST CARD SERVICES PO BOX 200 WILSON, NC 27894-0200

**Payment information**

New balance	\$4,184.59
<b>Minimum payment due</b>	<b>\$42.00</b>
Payment due date	09/03/23

**Spending this cycle**



001.320.57200.54600

**Important information**

If you or other cardholders on your account elect to set-up fixed recurring payment amounts, you must ensure that the fixed payment(s) cover at least the Minimum Payment Due for each billing cycle. Failing to pay at least the Minimum Payment Due by the payment due date may result in the assessment of late payment fees.

- B

Please detach bottom portion and submit with payment using enclosed envelope.

<b>Account number ending in</b>	<b>3470</b>
Statement closing date	08/09/23
New balance	\$4,184.59
Minimum payment due	\$42.00
<b>Payment due Date</b>	<b>09/03/23</b>
<b>Amount enclosed</b>	<b>\$</b>

TRUIST BANK  
 PO BOX 400  
 WILSON NC 27894-0400

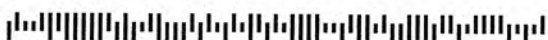
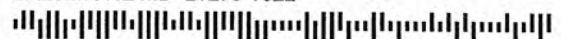
Pay online at: TRUIST.COM  
 Pay by phone: 844-487-8478  
 Make checks payable to: TRUIST BANK

480000057924500000000000000042000000000418459

SAMPSON CREEK CDD  
 5385 N NOB HILL RD  
 SUNRISE FL 33351-4761

\*\*N0000483

TRUIST BANK  
 PO BOX 791622  
 BALTIMORE MD 21279-1622



⑈ 50347036⑈ ⑆ 561301756⑆ 55836503470⑈



SAMPSON CREEK CDD

Billing cycle 07/10/23 - 08/09/23

Business Rewards Mastercard

Account number ending in 3470

Important contact details

Lost/Stolen Card? Please call us immediately at 844-487-8478 to report any loss, theft, or suspected or actual Unauthorized Use of Card or Account.

Address Change? Call us at 844-487-8478

Making payments

You must pay the Minimum Payment each month by the Payment Due Date. You may make payments on the Account in any of the following ways:

- At any Truist branch during normal business hours.
- By calling the Truist Contact Center at 844-4TRUIST (844-487-8478).
- By using Truist Online Banking.
- By mail at the address listed on the payment coupon on the front of this statement - please allow at least five (5) business days for delivery.

Payments that Truist receives prior to midnight ET through Truist Online Banking, a Truist branch, or by phone or mail at the address shown on the front of your statement will be credited as of the date received.

Any failure to comply with the following instructions may cause your payment to be delayed. This delay may result in additional charges and possible suspension/closure (or all of these) of the Account.

- Payment must be in U.S. dollars, but not in cash unless the payment is made at a Truist branch.
- Payment must come from a U.S. deposit account or cashier's check drawn on a U.S. financial institution.
- Payment must not include restrictive language (e.g., "payment in full") or other language attached to the payment; Truist may accept any payment with restrictive language without losing our rights.
- Payment cannot come from a credit account that Truist provides you (e.g., a Convenience Check, Cash Advance, or Balance Transfer made on this Account).
- Payment in a paper form (such as a check, money order, or cashier's check) must include the payment coupon from the Statement or have the Account number (or Cardholder Account number, if applicable) written on the payment.

Authorization to convert your check to an electronic transfer debit

When you provide a check as payment, you authorize us to use information from your check to make a one-time electronic fund transfer from your account. In certain circumstances, such as for technical or processing reasons, we may process your payment as a check transaction. When we use information from your check to make an electronic fund transfer, funds may be withdrawn from your account as soon as the same day we receive your payment, and you will not receive your check back from your financial institution.

Calculating interest charges

To calculate the Average Daily Balance on your Account: Truist adds the outstanding daily Balance (including new Transactions) and periodic interest charges, fees, and unpaid interest charges while deducting payments and credits; this is done for each Transaction type (e.g., Purchases, Balance Transfers, Cash Advances) for each day in the Billing Cycle. We may make additional adjustments, as appropriate, subject to applicable law (e.g., when a Transaction is disputed). This gives us the daily Balance for each Transaction type. Truist then adds all of the daily Balances for each separate Transaction type on the Account for each day of the Billing Cycle and divides that total amount by the number of days in the Billing Cycle. This results in the Average Daily Balance for each Transaction type for the Billing Cycle. This amount(s) appears on the reverse side in the column headed "Balance Subject to Interest Rate".

To calculate the Finance Charges on your Account: Truist first determines the Daily Periodic Rate (DPR) for each Transaction type by taking the applicable APR and dividing it by 365 (366 days during leap year). Truist then multiplies the Average Daily Balance for each Transaction type by the number of days in the Billing Cycle and the resulting figure by the DPR for that Transaction type (Average Daily Balance x # of days in Billing Cycle x DPR). We then total all of the interest charges for each Transaction type. This is the total interest charge for the Billing Cycle.

If you see an error on your statement or wish to dispute a charge

If you see an error, wish to dispute a charge, or if you need more information about a transaction on your bill, write us at Truist Bank P.O. Box 607039 Orlando FL 32809. Your dispute must be submitted no later than 60 days after we sent you the first bill on which the error or problem appeared. You may also submit a dispute by calling 844-4TRUIST (844-487-8478).

In your letter, give us the following information:

- Account Information: Your name and account number
- Dollar Amount: The dollar amount of the suspected error.
- Description of Problem: If you think there is an error on your bill, describe what you believe is wrong and why you believe it is a mistake.

You do not have to pay any amount in question while we are investigating, but you are still obligated to pay the parts of your bill that are not in question. While we investigate your question, we cannot report you as delinquent or take any action to collect the amount you question.

Sharing of information

Truist may, to the extent and in the manner permitted by applicable law, communicate information about Truist's experiences and Transactions with you to credit bureaus, Truist's affiliates, and others who may properly receive that information. Truist only reports Business Credit to Business Bureaus. A complete copy of the Truist Privacy Policy is available at Truist.com or by calling 844-4TRUIST (844-487-8478).

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43732210 - 000483 - 0001 - 0002 - 2



SAMPSON CREEK CDD

Business Rewards Mastercard

Page 3 of 4  
Billing cycle 07/10/23 - 08/09/23  
Account number ending in 3470

### Organization account activity

Tran date	Post date	Reference number	Transaction description	Amount
<b>SAMPSON CREEK CDD</b>			<b>Account number ending in 3470</b>	<b>Total: -\$3,129.60</b>
07/25	07/27	2023072715410002	PAYMENT RECEIVED -- THANK YOU	-\$3,129.60

### Cardholder activity

**Total cardholder new activity: \$4,184.59**

Tran date	Post date	Reference number	Transaction description	Amount
<b>LEAH TINCHER</b>			<b>Account number ending in 7282</b>	<b>Total: \$4,184.59</b>
07/09	07/10	75418233190177962365384	EIG*CONSTANTCONTACT.CO WALTHAM MA	\$81.00
07/10	07/11	82711163191000010005794	AT*MOSH JACKSONVILLE JACKSONVILLE FL	\$315.00
07/13	07/13	55432863194203374970753	AMZN Mktp US*CK82P3XT3 Amzn.com/billWA	\$376.40
07/13	07/14	05436843195400107603345	WM SUPERCENTER #1225 ORANGE PARK FL	\$59.13
07/14	07/16	05436843196000373625979	DOMINO'S 3140 JACKSONVILLE FL	\$201.77
07/14	07/16	55432863195203894634631	IN*CREEKS AIR CONDITI PONTE VEDRA FL	\$359.00
07/17	07/18	55432863198204690766038	AMZN Mktp US*ZR87H7MP3 Amzn.com/billWA	\$101.18
07/17	07/18	02305373199000628308728	PUBLIX #1099 SAINT JOHNS FL	\$12.38
07/18	07/20	85371173200507358058518	BRAVOZ (POS) JACKSONVILLE FL	\$585.00
07/19	07/20	55432863200205374829147	AMZN Mktp US*JN6OK4LU3 Amzn.com/billWA	\$160.61
07/19	07/21	75265863201133600184948	OTC BRANDS INC OMAHA NE	\$26.52
07/20	07/20	55432863201205487947140	AMZN Mktp US*DK6SV5PX3 Amzn.com/billWA	\$14.78
07/20	07/23	75265863202138800598234	OTC BRANDS INC OMAHA NE	\$11.78
07/20	07/21	05436843202400155786993	WM SUPERCENTER #928 ST JOHNS FL	\$126.18
07/20	07/21	02305373202000642986074	PUBLIX #1099 SAINT JOHNS FL	\$11.34
07/21	07/23	05436843203000383341162	DOMINO'S 3140 JACKSONVILLE FL	\$190.73
07/24	07/25	55432863206207121325324	DIRECT TOOLS 904-829-3600 FL	\$234.27
07/24	07/25	55506293206400073000729	CRONIN ACE HARDWARE SAINT JOHNS FL	\$14.90
07/28	07/30	05436843210000376897429	DOMINO'S 3140 JACKSONVILLE FL	\$208.09
07/30	07/31	55432863211208707465214	AMZN Mktp US*TH8FN8PX2 Amzn.com/billWA	\$42.59
07/31	08/01	55310203212083776485954	AMAZON.COM*TH3YH6VJO A AMZN.COM/BILLWA	\$212.99
07/31	08/01	55310203212083370928086	AMZN MKTP US*TH62O9VR0 AMZN.COM/BILLWA	\$379.31
08/04	08/06	55432863216200358484821	AMZN Mktp US*TA21R0JT2 Amzn.com/billWA	\$52.58
08/04	08/06	05436843217000371892485	DOMINO'S 3140 JACKSONVILLE FL	\$156.21
08/04	08/06	05436843217000371892303	DOLLAR TREE JACKSONVILLE FL	\$24.97
08/04	08/06	05436843217400098647099	WM SUPERCENTER #1082 JACKSONVILLE FL	\$80.45
08/06	08/07	55432863218200922194730	AMZN Mktp US*TA2114ZM1 Amzn.com/billWA	\$145.43

### Interest charge calculation

Your Annual Percentage Rate (APR) is the annual interest rate on your account.

Type of balance	Annual percentage rate (APR)	Periodic interest rate	Balance subject to interest rate	Interest charge	Expires on
PURCHASE	21.49% (V)	0.05888% (D)	\$4,184.59	\$0.00	-

(V) = Variable Rate  
(D) = Daily, (M) = Monthly





SAMPSON CREEK CDD

**Business Rewards Mastercard**

**Page 4 of 4**

Billing cycle 07/10/23 - 08/09/23

Account number ending in 3470

### Rewards summary

Previous balance	\$1,809.74
Earned	+\$41.85
Bonus earned	+\$0.00
Redeemed	-\$0.00
Other adjustments	+\$0.00
Ending balance	\$1,851.59

#### About the rewards summary

The rewards balance listed here is valid as of your statement closing date. To redeem rewards or to check your up-to-date rewards balance, sign into Truist Online Banking.

#### Go paperless.

Enjoy quicker access to your monthly statements - viewable anytime, anywhere. Enroll today at [Truist.com](https://www.truist.com).

#### Set up automatic payments

Automatically pay your full statement balance, minimum payment or a set amount each each month. Sign in to Truist online banking to set up recurring payments today.



7250 500-99-01-86  
SAMPSON CREEK COMMUNITY DEVELOPMENT  
5385 N NOB HILL RD  
SUNRISE, FL 33351-4761

AUG 17 2023

August 10, 2023

Re: Card Account Number: XXXXXXXXXXXXX6061 (Claim No: C-202308101274)

Dear SAMPSON CREEK COMMUNITY DEVELOPMENT,

Truist is grateful for the opportunity to serve you. We're writing to confirm receipt of your report of fraudulent/unauthorized electronic funds transfer(s) from your Truist account. As of August 10, 2023, your account received final credit for a total of \$52.58. This amount includes:

- \$52.58 claim amount
- \$0.00 Nonsufficient funds/overdraft fee refund (if applicable)
- \$0.00 Interest due (if applicable)
- \$0.00 Other fees (if applicable)
- Less \$0.00 (amount credited by merchant)
- Less \$0.00 (1st \$50.00 or \$500.00 withheld, if applicable)

Should you have further questions regarding this matter, please contact Fraud Communications at 1-866-802-4955. We are available Monday – Friday 8:00 am to 8:00 pm and Saturday 8:00 am to 12:00 pm EST. Our teammates will be glad to assist you with any questions or concerns.

Thank you for banking with Truist.

Truist Enterprise Fraud Management



**SAMPSON CREEK CDD  
SUNTRUST CREDIT CARD  
ACCOUNT ENDING 3470**

	Transaction Date	Transaction Detail	Amount	REPAIRS/MAINT .57200.54500	INTERNET 57200.41050	SUPPLIES .57200.54600	YOUTH PROGRAM .57200.49500	YOUTH PROGRAM .57200.49501	CAMP SUPPLIES .57200.49512	FIELD TRIPS .57200.49513
	<b>STATEMENT DATE 8/09/23</b>									
1	7/9/23	CONSTANT CONTACT	\$ 81.00		\$ 81.00					
2	7/10/23	MOCH JACKSONVILLE	\$ 315.00							\$ 315.00
3	7/13/23	AMAZON MARKETPLACE	\$ 376.40			\$ 376.40				
4	7/13/23	WM SUPERCENTER	\$ 59.13						\$ 59.13	
5	7/14/23	DOMINOS	\$ 201.77						\$ 201.77	
6	7/14/23	IN CREEKS AIR CONDITIONING	\$ 359.00	\$ 359.00						
7	7/17/23	AMAZON MARKETPLACE	\$ 101.18	\$ 101.18						
8	7/17/23	PUBLIX	\$ 12.38						\$ 12.38	
9	7/18/23	BRAVOZ	\$ 585.00							\$ 585.00
10	7/19/23	AMAZON MARKETPLACE	\$ 160.61			\$ 117.82		\$ 42.79		
11	7/19/23	OTC BRANDS	\$ 26.52				\$ 26.52			
12	7/20/23	AMAZON MARKETPLACE	\$ 14.78					\$ 14.78		
13	7/20/23	OTC BRANDS	\$ 11.78				\$ 11.78			
14	7/20/23	WM SUPERCENTER	\$ 126.18						\$ 126.18	
15	7/20/23	PUBLIX	\$ 11.34						\$ 11.34	
16	7/21/23	DOMINOS	\$ 190.73						\$ 190.73	
17	7/24/23	DIRECT TOOLS	\$ 234.27			\$ 234.27				
18	7/24/23	CRONIN ACE HARDWARE	\$ 14.90			\$ 14.90				
19	7/28/23	DOMINOS	\$ 208.09						\$ 208.09	
20	7/30/23	AMAZON MARKETPLACE	\$ 42.59	\$ 42.59						
21	7/31/23	AMAZON MARKETPLACE	\$ 212.99	\$ 212.99						
22	7/31/23	AMAZON MARKETPLACE	\$ 379.31			\$ 379.31				
23	8/4/23	AMAZON MARKETPLACE	\$ 52.58	\$ 52.58						
24	8/4/23	DOMINOS	\$ 156.21					\$ 156.21		
25	8/4/23	DOLLATREE	\$ 24.97				\$ 24.97			
26	8/4/23	WM SUPERCENTER	\$ 80.45				\$ 80.45			
27	8/6/23	AMAZON MARKETPLACE	\$ 145.43	\$ 145.43						
			<b>\$ 4,184.59</b>	<b>\$ 913.77</b>	<b>\$ 81.00</b>	<b>\$ 1,122.70</b>	<b>\$ 143.72</b>	<b>\$ 213.78</b>	<b>\$ 809.62</b>	<b>\$ 900.00</b>



Sent 9-6-23



SJGCC manager <sjgccmanager@rmsnf.com>

### Sampson Creek CC Receipts

1 message

Sharyn Henning <shenning@gmssf.com>  
To: Leah Tincher <sjgccmanager@rmsnf.com>

Thu, Aug 31, 2023 at 4:22 PM

Hi Leah,

I am missing the following credit card receipts:

7/13/23	AMAZON MARKETPLACE	\$ 376.40	✓
7/13/23	WM SUPERCENTER	\$ 59.13	✓
7/14/23	DOMINOS	\$ 201.77	✓
7/17/23	PUBLIX	\$ 12.38	✓
7/18/23	BRAVOZ	\$ 585.00	✓
7/19/23	OTC BRANDS	\$ 26.52	✓
7/20/23	OTC BRANDS	\$ 11.78	✓
7/20/23	WM SUPERCENTER	\$ 126.18	✓
7/20/23	PUBLIX	\$ 11.34	✓
7/21/23	DOMINOS	\$ 190.73	✓
7/24/23	DIRECT TOOLS	\$ 234.27	✓
7/24/23	CRONIN ACE HARDWARE	\$ 14.90	✓

Can you please send to me as soon as possible? 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**



Final Details for Order #112-2080615-9160262

**Paid By:** St Johns Golf & Country Club  
**Placed By:** Leah Tinchler  
**Order Placed:** July 7, 2023  
**Amazon.com order number:** 112-2080615-9160262  
**Seller's order number:** FBM-HH-1218  
**Order Total:** \$376.40

Shipped on July 13, 2023	
<b>Items Ordered</b>	<b>Price</b>
1 of: Harborway 30/50 PCS Custom Lanyards With Icon Name Logo Text Custom Neck Strap with Metal Clip for Keys Office Company School Event Sold by: SKYPIE GIFT ( <a href="#">seller profile</a> ) Condition: New	\$353.43
<b>Shipping Address:</b> Leah Tinchler 219 St. Golf Parkway St. Augustine, FL 32092 United States	Item(s) Subtotal: \$353.43 Shipping & Handling: \$0.00 ----- Total before tax: \$353.43 Sales Tax: \$22.97 -----
<b>Shipping Speed:</b> Expedited Shipping	<b>Total for This Shipment: \$376.40</b> -----

Payment information	
<b>Payment Method:</b> MasterCard   Last digits: 7282	Item(s) Subtotal: \$353.43 Shipping & Handling: \$0.00 ----- Total before tax: \$353.43 <b>Estimated Tax: \$22.97</b> ----- <b>Grand Total: \$376.40</b>
<b>Credit Card transactions</b>	MasterCard ending in 7282: July 13, 2023: \$376.40

To view the status of your order, return to [Order Summary](#) .

[Conditions of Use](#) | [Privacy Notice](#) © 1996-2020, Amazon.com, Inc.

Supplies  
320 57200 54600  
lanyards for access cards





00120

\*\*\*\*\*

\*\* REPRINT \*\*

\*\*\*\*\*

SBOHN

Invoice #: 725524438-01

Date: 7/19/2023

Page #: 1

SOLD TO:

SHIP TO:

RIVERSIDE MANAGEMENT SERVICES  
LEAH TINCHER  
NORTH NOB HILL RD  
SUNRISE, FL 33351

RIVERSIDE MANAGEMENT SERVICES  
LEAH TINCHER  
219 SAINT JOHNS GOLF DR  
SAINT AUGUSTINE, FL 32092

Purchase Order Number		Date Ordered	Date Shipped	Back Orders	Terms
		7/19/2023	7/19/2023	NO	MASTERCARD
Service Representative		Number of Cartons	Weight	Shipped Via	
		2	LBS	USPS - Ground	
Item Number	Order Qty	Ship Qty	Description	Unit Price	Ext. Amount
IN-24/2300	2 DZ	2	BRIGHT LANYARDS	8.99	17.98
AO-14357457	1 PC	1	OTC.HELLOFRESH		
AO-14313958	1 PC	1	CY23 PICK ZONE MINI CATALOG 4 - OTC PZ		
AO-14379307	1 PC	1	OTC_GLOBELIFE		
AO-14379313	1 PC	1	OTC_DISNEY		

*Youth Programs  
320 5720049500  
Name Tags for Kindergarten Social*

Call to speak to a customer service representative: 1-800-228-0475

Merchandise	Shipping & Handling	Sales Tax	Total Amount	Certificate/Other	Payments	Balance Due
17.98	6.92	1.62	26.52		26.52	.00

See Important Sales Tax Information Regarding the Tax You May Owe Directly to Your State on the Reverse Hereof

**vv PLEASE DETACH AND RETURN WITH REMITTANCE vv**

**\*\* To insure PROPER Payment to your ACCOUNT, Please Return the COUPON \*\***

Name: RIVERSIDE MANAGEMENT SERVICES

Due Date:

Account: 84156928

Order #: 725524438-01

Balance Due: .00

Please mail your payment to:

Amount Paid: \$ \_\_\_\_\_

OTC Brands, Inc.  
PO Box 77119  
Minneapolis, MN 55480

Please do not write below this line. Do not fold, staple, or paper clip this coupon.

0841569288 725524438 01 000000000005





00120

\*\*\*\*\*

\*\* REPRINT \*\*

\*\*\*\*\*

SBOHN

Invoice #: 725524438-02

Date: 7/20/2023

Page #: 1

SOLD TO:

SHIP TO:

RIVERSIDE MANAGEMENT SERVICES  
LEAH TINCHER  
NORTH NOB HILL RD  
SUNRISE, FL 33351

RIVERSIDE MANAGEMENT SERVICES  
LEAH TINCHER  
219 SAINT JOHNS GOLF DR  
SAINT AUGUSTINE, FL 32092

Purchase Order Number		Date Ordered	Date Shipped	Back Orders	Terms	
		7/19/2023	7/20/2023	NO	MASTERCARD	
Service Representative		Number of Cartons	Weight	Shipped Via		
		2	LBS			
Item Number	Order Qty	Ship Qty	Description		Unit Price	Ext. Amount
IN-14293147	1 PC	1	SCHOOL BUSES		7.99	7.99

Youth Programs  
320 57200 49500  
Name Tags Kindergarten Social

Call to speak to a customer service representative: 1-800-228-0475

Merchandise	Shipping & Handling	Sales Tax	Total Amount	Certificate/Other	Payments	Balance Due
7.99	3.07	.72	11.78		11.78-	.00

See Important Sales Tax Information Regarding the Tax You May Owe Directly to Your State on the Reverse Hereof

**vv PLEASE DETACH AND RETURN WITH REMITTANCE vv**

**\*\* To insure PROPER Payment to your ACCOUNT, Please Return the COUPON \*\***

Name: RIVERSIDE MANAGEMENT SERVICES

Due Date:

Account: 84156928

Order #: 725524438-02

Balance Due: .00

Please mail your payment to:

Amount Paid: \$ \_\_\_\_\_

OTC Brands, Inc.  
PO Box 77119  
Minneapolis, MN 55480

Please do not write below this line. Do not fold, staple, or paper clip this coupon.

0841569288 725524438 02 000000000004

7-31-23

# Publix.

John's Creek Center  
2845 County Rd. 210 W  
St Johns, FL 32259  
Store Manager: Dan Sax  
904-230-3939

ZEPHYR SPRNG WATER	5.15	F
PURE LIFE	6.19	F
PURE LIFE	6.19	F
Promotion	-6.19	F
Order Total	11.34	
Sales Tax	0.00	
Grand Total	11.34	
Credit Payment	11.34	
Change	0.00	

### Savings Summary

Special Price Savings	6.19
*****	
* Your Savings at Publix	*
* 6.19	*
*****	

Receipt ID: 1099 7KN 761 235

PRESTO!  
Trace #: 763889  
Reference #: 0612664507  
Acct #: XXXXXXXXXXXX7282  
Purchase MasterCard  
Amount: \$11.34  
Auth #: 09013G

CREDIT CARD	PURCHASE
A0000000041010	Mastercard
Entry Method:	Chip Read
Mode:	Issuer

Your cashier was Self-Checkout Lane 1  
07/20/2023 16:51 S1099 R176 1235 C0776

Join the Publix family!  
Apply today at [apply.publix.jobs](http://apply.publix.jobs).  
We're an equal opportunity employer.

Publix Super Markets, Inc.



Summer Camp  
320 5720049501

Order # 7255244382



# Publix.

John's Creek Center  
2845 County Rd. 210 W  
St Johns, FL 32259  
Store Manager: Dan Sax  
904-230-3939

PURE LIFE	6.19	F
PURE LIFE	6.19	F
Order Total	12.38	
Sales Tax	0.00	
Grand Total	12.38	
Credit Payment	12.38	
Change	0.00	

Receipt ID: 1099 7HN 750 016

PRESTO!  
Trace #: 757116  
Reference #: 0608037444  
Acct #: XXXXXXXXXXXX7282  
Purchase MasterCard  
Amount: \$12.38  
Auth #: 07396G

CREDIT CARD	PURCHASE
A0000000041010	Mastercard
Entry Method:	Chip Read
Mode:	Issuer

Your cashier was Self-Checkout Lane 1  
07/17/2023 15:48 S1099 R175 0016 C0775

Join the Publix family!  
Apply today at [apply.publix.jobs](http://apply.publix.jobs).  
We're an equal opportunity employer.

Publix Super Markets, Inc.





Supplies  
3205720054600

**DIRECT TOOLS**  
FACTORY OUTLET

St. Augustine Outlets  
2700 State Road 16  
Suite 617  
Saint Augustine, FL 32092  
United States of America  
Tel: 386-983-4916

**CUSTOMER RECEIPT**

Receipt #: 17048007219  
Date / time: 7/24/2023 11:02 AM  
Associate: NBEST  
Customer: Leah Tincher

CLU	Qty	Price	Total
P770	1 x	119.99	119.99
RYOBI 18V ONE+ 6 Gallon Wet/Dry Vacuum			
A981951	1 x	39.99	39.99
195 PC DRILL AND DRIVE KIT			
ZRPBP006	1 x	59.99	59.99
ONE+ 4.0Ah BATTERY RECON			

3 Unit(s) Item Total: 219.97  
Tax: 14.30  
**TOTAL (USD): 234.27**  
Cayan6: 234.27  
MasterCard ...7282

Thank you for your purchase, we appreciate your business!  
Gracias por su compra, agradecemos su preferencia.

Return Policy:  
NO REFUNDS WILL BE GIVEN. Product exchanges accepted within 30 days of purchase with a store valid receipt.

Política de Devoluciones  
NO SE DARAN REEMBOLSOS. Solamente se aceptaran cambios de producto durante los primeros 30 dias despues de efectuada la compra y se debera presentar el ticket de compra de la tienda



Supplies  
3205720054600

THANK YOU FOR SHOPPING AT  
CRONIN ACE HARDWARE  
2843 COUNTY ROAD 210 WEST  
SUITE 101  
SAINT JOHNS, FL 32259  
(904) 217-3324

07/24/23 11:38AM MT 555 SALE  
70530 1 EA \$13.99 EA  
SHOVL SQR-PT LONG-HND47" \$13.99  
SUB-TOTAL:\$ 13.99 TAX:\$ .91  
TOTAL:\$ 14.90  
BC AMT:\$ 14.90

BK CARD#: XXXXXXXXXXXX7282  
MID:\*\*\*\*\*6883 TID:\*\*\*4807  
AUTH: 02746G AMT:\$ 14.90  
Host reference #:954803 Bat#

Authorizing Network: MASTERCARD

Chip Read  
CARD TYPE:MASTERCARD EXPR: XXXX  
AID : A000000041010  
TYR : 000008000  
IAD : 0310607003220000EDBC0000000000  
TSI : E800  
ARC : 00  
MODE : Issuer  
CVN :  
Name : Mastercard  
ATC :0040  
AC : 8F5EA76B796056FB  
TxnID/ValCode: 193946

Bank card USD\$ 14.90  
Total Items: 1



JRNL#J54803/1  
CUST NO:\*19086

THANK YOU LEAH TINCHER  
FOR YOUR PATRONAGE  
ACE REWARDS ID # 1905910503

I agree to pay above total amount  
according to card issuer agreement  
(merchant agreement if credit voucher)  
Acct: LEAH TINCHER

Customer Copy

\*\*\*\*\*  
Tell us about your experience  
today and Enter to win a \$50  
gift card!  
\*\*\*\*\*  
to participate  
\* Visit: TalkTo.AceHardware.com  
or text HELP to 888.888.888





Give us feedback @ survey.walmart.com  
Thank you! ID #:7SJWX6B1JCM



WM Supercenter  
904-417-9688 Mgr. BOBBI  
845 DURBIN PAVILION DR  
SAINT JOHNS FL 32259  
ST# 00928 OP# 009038 TE# 38 TR# 00737

# ITEMS SOLD 21  
TC# 7178 8869 1896 3638 7390 5



PF GOLDFISH	014100096580	F	8.88	0
PF GOLDFISH	014100096580	F	8.88	0
GV HNY GRMS	078742072530	F	2.12	N
GV HNY GRMS	078742072530	F	2.12	N
PLASTIC CUPS	078742036910		8.24	X
PLASTIC CUPS	078742036910		8.24	X
SP VEGGIE SE	829515302030	F	5.94	0
PLASTIC CUPS	078742036910		8.24	X
PLASTIC CUPS	078742036910		8.24	X
SP VEGGIE SE	829515302030	F	5.94	0
CEREAL	016000496670	F	6.77	0
MOM CEREAL	042400389890	F	5.48	0
300Z ICED AC	072320133500	F	3.93	0
MOM CEREAL	042400389890	F	5.48	0
BRY CRN 38.5	042400148620	F	5.48	0
FL BAG CRL	038000183390	F	6.78	0
CEREAL	016000496670	F	6.77	0
FL BAG CRL	038000183390	F	6.78	0
FUN POPS	071041203600	F	2.98	X
FUN POPS	071041203600	F	2.98	X
FUN POPS	071041203600	F	2.98	X

	SUBTOTAL	123.25
TAX1	6.5000 %	2.72
TAX2	0.5000 %	0.21
	TOTAL	126.18
	MCARD TEND	126.18
	CHANGE DUE	0.00

MASTERCARD- 7282 I 1 APPR#03801G  
126.18 TOTAL PURCHASE  
REF # 320100431377  
AID A0000000041010  
TC 9CD919EAA8DFDE0D  
TERMINAL # 28475032  
\*No Signature Required  
07/20/23 11:07:39



Become a  
member today  
Scan for 30-day free trial.

Low prices You Can Trust. Every Day.  
07/20/23 11:07:52

Summer Camp  
snacks  
57200495d



320



# MARC ROUSSEAU

C

TIMED ORDER 11:30 A #3140 Domino's Piz  
**#7** (904) 825-3633  
 PAID 7/14/2023 11:00 AM  
 Est Order Ready: 11:27 AM

----- SUMMARY -----

**#7**

- 1-8-PC Stuffed Cheesy
- 12-L HandToss Pizza
- 1-Sand Bread CKN HABANERO
- 1-Sand Bread CKN PARM
- 1-Sand Bread Italian Sandwich
- 2-Sand Bread Philly Sandwich
- TOTAL ITEMS: 18

----- ORDER: Oven -----

- 12 L HandToss Pizza \$188.88  
 No ORIGINAL SAUCE,  
 Marinara Pasta Sauce
- 1 Sand Bread CKN HABANERO \$7.99  
 (CKN HABANERO)
- 1 Sand Bread Italian Sandwich \$7.99  
 (Italian Sandwich)
- 1 Sand Bread CKN PARM \$7.99  
 (CKN PARM)
- 2 Sand Bread Philly Sandwich \$15.98  
 (Philly Sandwich)
- 1 8-PC Stuffed Cheesy \$7.99
- TOTAL BOXES: 18

----- ORDER: Non-Oven -----

----- COUPONS/ADJUSTMENTS -----

- 20% Off Entire Order \$47.40-  
 (1126)
- Sub Total \$189.42
- Tax 1 \$12.35
- Total \$201.77

----- PAYMENTS -----

# MARC ROUSSEAU

C

TIMED ORDER 11:30 A #3140 Domino's Piz  
**#12** (904) 825-3633  
 PAID 7/7/2023 12:32 AM  
 Est Order Ready: 11:45 AM

----- SUMMARY -----

**#12**

- 2 Sweet Icing Dipping Cups
- 1-8-PC Cinnamon Bread Twists
- 10-L HandToss Pizza
- 1 Sand Bread Buffalo Chicken
- 1 Sand Bread CKN PARM
- 2 Sand Bread Philly Sandwich
- TOTAL ITEMS: 17

----- ORDER: Oven -----

- 10 L HandToss Pizza \$139.90
- 1 Sand Bread CKN PARM \$7.99  
 (CKN PARM)
- 2 Sand Bread Philly Sandwich \$15.98  
 (Philly Sandwich)
- 1 Sand Bread Buffalo Chicken \$7.99  
 (Buffalo Chicken)
- 1 8-PC Cinnamon Bread Twists \$7.99
- TOTAL BOXES: 15

----- ORDER: Non-Oven -----

- 1 Sweet Icing Dipping Cups \$0.75
- 1 Sweet Icing Dipping Cups Inclu.

----- COUPONS/ADJUSTMENTS -----

- 20% Off Entire Order \$36.15-  
 (1126)
- Sub Total \$144.45
- Tax 1 \$9.42
- Total \$153.87

----- PAYMENTS -----

- Amount Tendered \$153.87
- Balance Due \$0.00

*Summer  
 Camp  
 Pizza  
 Friday  
 3205720049*





Bravoz  
 14985 Old St. Augustine Road  
 Jacksonville, FL 32258  
 P: (904) 300-0070

Event Reservation # 51,109

Event Date: July 18, 2023

Parent: Tinchler, Leah	Phone Number: 9045999093
E-mail: sjgccmanager@rmsnf.com	Fax Number:
Address: Jacksonville, FL 32258	Event Type: Action Pass Field Trip
	Scheduled By: Bushloper, Kelly
	Date Booked: 6/15/2023

Event Date	Day	Event Time	Participant	Spectator
7/18/2023	Tuesday	10:50 AM - 1:30 PM	35	0

**Areas Reserved**

Description	Time
Jump & Attractions	11:00 am - 1:00 pm

**Items Purchased**

Qty	Description	Amount
35	Jump N Ninja Field Trip	\$560.00
35	120 Minute Group Ticket	\$0.00
1	Custom Group Cleaning Fee for use of Room #4	\$25.00

**Notes:** 10:50AM - CHECK IN  
 11:00AM - 1 HR Jump & Ninja  
 12:00PM - Lunch-Room #4 (bringing bagged lunches)  
 12:30PM - 1 HR Jump & Ninja

**Deposits and Payments**

Rec #	Date Paid	Amount	Description
-------	-----------	--------	-------------

**Event Total**

Event Total:	\$585.00
- Payments:	\$0.00
<b>Total Due:</b>	<b>\$585.00</b>

*Summer camp trip*

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



Bravoz  
 14985 Old St. Augustine Road  
 Jacksonville, FL 32258  
 P: (904) 300-0070

Event Reservation # 51,109

Event Date: July 18, 2023

Parent: Tincher, Leah	Phone Number: 9045999093
E-mail: sjgccmanager@rmsnf.com	Fax Number:
Address: Jacksonville, FL 32258	Event Type: Action Pass Field Trip
	Scheduled By: Bushloper, Kelly
	Date Booked: 6/15/2023

Event Date	Day	Event Time	Participant	Spectator
7/18/2023	Tuesday	10:50 AM - 1:30 PM	35	0

**Areas Reserved**

Description	Time
Jump & Attractions	11:00 am - 1:00 pm

**Items Purchased**

Qty	Description	Amount
35	Jump N Ninja Field Trip	\$560.00
35	120 Minute Group Ticket	\$0.00
1	Custom Group Cleaning Fee for use of Room #4	\$25.00

**Notes:** 10:50AM - CHECK IN  
 11:00AM - 1 HR Jump & Ninja  
 12:00PM - Lunch-Room #4 (bringing bagged lunches)  
 12:30PM - 1 HR Jump & Ninja

**Deposits and Payments**

Rec #	Date Paid	Amount	Description
-------	-----------	--------	-------------

**Event Total**

<b>Event Total:</b>	\$585.00
<b>- Payments:</b>	\$0.00
<b>Total Due:</b>	<u>\$585.00</u>

*Summer camp trip*

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





Details for Order #112-4097233-7632244

**Paid By:** St Johns Golf & Country Club  
**Placed By:** Leah Tincher  
**Order Placed:** July 28, 2023  
**Amazon.com order number:** 112-4097233-7632244  
**Order Total:** \$212.99

Not Yet Shipped	
<b>Items Ordered</b>	<b>Price</b>
1 of: IncStores 2 1/4 Inch Thick Outdoor Playground Mat   Extra Thick Rubber Mat for Grip and Safety Around Backyard Swings, Slides, and Jungle Gyms   32" x 54", Black Sold by: Amazon.com Condition: New	\$199.99
<b>Shipping Address:</b> Leah Tincher 219 St. Golf Parkway St. Augustine, FL 32092 United States	
<b>Shipping Speed:</b> FREE Shipping	

Payment information	
<b>Payment Method:</b> MasterCard   Last digits: 7282	Item(s) Subtotal: \$199.99 Shipping & Handling: \$41.39 Promotion applied: -\$41.39 ----- Total before tax: \$199.99 <b>Estimated Tax:</b> \$13.00 ----- <b>Grand Total:</b> \$212.99

To view the status of your order, return to [Order Summary](#).

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Repairs & maintenance  
32057200 54500





**Paid By:** St Johns Golf & Country Club  
**Placed By:** Leah Tincher  
**Order Placed:** July 28, 2023  
**Amazon.com order number:** 112-3846360-3139400  
**Order Total:** \$42.59

Not Yet Shipped	
<b>Items Ordered</b>	<b>Price</b>
1 Of: Pelopy 50 Pcs Trailer Coupler Pin 1/4 Inch Diameter x 2-3/4 Inch Long Square and Arch Shaft Locking Pin Safety Trailer Hitch Pin Carbon Steel Trailer Pins for Garden Wagons Farm Lawn PTO and Hitches Sold by: Speesimmry ( <a href="#">seller profile</a> ) Condition: New	\$39.99
<b>Shipping Address:</b> Leah Tincher 219 St. Golf Parkway St. Augustine, FL 32092 United States	
<b>Shipping Speed:</b> FREE Shipping	

Payment information	
<b>Payment Method:</b> MasterCard   Last digits: 7282	Item(s) Subtotal: \$39.99 Shipping & Handling: \$8.44 Promotion applied: -\$8.44 ----- Total before tax: \$39.99 <b>Estimated Tax:</b> \$2.60 ----- <b>Grand Total:</b> \$42.59

To view the status of your order, return to [Order Summary](#) .

Repairs + Maintenance  
320 5720 54500  
@

Details for Order #112-6275974-7223418

**Paid By:** St Johns Golf & Country Club  
**Placed By:** Leah Tincher  
**Order Placed:** July 28, 2023  
**Amazon.com order number:** 112-6275974-7223418  
**Order Total:** \$379.31

**Not Yet Shipped**

Items Ordered	Price
4 Of: Wet Wipes Bulk Buy - 4 x 800 Count Refill Bags (3200 Wipes) Value Pack - For Upward Pull Dispenser Ideal For Public Use Sold by: Innovent Inc ( <a href="#">seller profile</a> ) Business Price Condition: New	\$87.40


**Shipping Address:**  
Leah Tincher  
219 St. Golf Parkway  
St. Augustine, FL 32092  
United States

**Shipping Speed:**  
Standard Shipping

**Payment information**

<b>Payment Method:</b> MasterCard   Last digits: 7282	Item(s) Subtotal: \$349.60 Shipping & Handling: \$6.99 ----- Total before tax: \$356.59 Estimated Tax: \$22.72 ----- <b>Grand Total: \$379.31</b>
--	---

To view the status of your order, return to [Order Summary](#) .

3205 7206 54600  
Supplier Gym Wipes  


320 5720049502 Summer Camp Pizza



Compose

213

Inbox

Starred

Snoozed

Sent

Drafts

24

More

Labels

[Imap]/Drafts

Fitness

INCIDENT REPORTS

lifeguard invoice

Paid Invoices 2

Payroll

POOL INCIDENTS

Pool Invoices 6

Safety First 3

Summer Camp 2023 Em...



YOUR NEXT ORDER COULD HELP YOU EARN POINTS TOWARD FREE PIZZA.

ENROLL NOW

Order Details

Order #: 22

Date: 07/27/2023 3:11PM

The following order is being prepared at your store for Carryout:

Quantity	Description	Amount
10	Large (14") Hand Tossed Pizza Whole: Robust Inspired Tomato Sauce, Cheese	\$139.90
2	Large (14") Hand Tossed Pizza Whole: Pepperoni, Robust Inspired Tomato Sauce, Cheese	\$31.48
1	Mediterranean Veggie Sandwich Options: Feta Cheese, American Cheese, Sliced Provolone, Onions, Banana Peppers, Diced Tomatoes, Spinach	\$7.99
1	Buffalo Chicken Sandwich Options: Cheese, Cheddar Cheese Blend, Sliced Provolone, Premium Chicken, Onions, Hot Buffalo Sauce, Blue Cheese	\$7.99
1	Philly Cheese Steak Options: American Cheese, Sliced Provolone, Philly Steak, Onions, Green Peppers, Mushrooms	\$7.99

Food & Beverage: \$195.35

Taxes: \$12.74



# Invoice

07/14/23

Page 1

## Creeks Air Conditioning & Heating, Inc.

51 Hudson Way, Suite 1  
Ponte Vedra, FL 32081  
(904)230-7840 Fax: ( ) -  
CMC1249868

St Johns Golf & Country Club  
219 St Johns Golf Drive  
Saint Augustine, FL 32092

St Johns Golf & Country Club  
219 St Johns Golf Drive  
Saint Augustine, FL 32092

Call Slip Number	Invoice Date	Invoice Number
72857	07/14/2023	S67587

Tech                      Date  
TRISTON                07/14/2023

Qty	Description	Unit Price	Amount
(1)	Diagnostic Commercial	140.00	140.00
(1)	Diagnostic Commercial, Additional system	105.00	105.00
(2)	Clean Condensate Drain - Easy Access	57.00	114.00

---

Brand	Model	Serial #
CARR	FB4CNP061L00EFAA	1822F01431

---

Brand	Model	Serial #
CARR	FB4CN048L00EBAA	1718F07926

---

Brand	Model	Serial #
	BH14NB060POGAAAA	1922X87787

---


Brand	Model	Serial #
PAYNE	PH14NB048-A	2018X30794

### ADDITIONAL DETAILS:

Found drain pans and drains clogged with algae, causing water to overflow into floor. Cleaned drains and pans. All operations are normal at this time. If problem persists we need to pull evaporator coils and clean drain pans.

PARTS WARRANTY - All parts as recorded are warranted as per manufacturer specifications.

LABOR GUARANTY - The labor charge as recorded here relative to the equipment serviced as noted, is guaranteed for a period of 30 days.



07/14/2023 03:17PM

Authorized Signature

Check #05694g \$359.00

As Agreed: 359.00  
Received: 359.00

Balance Due: 0.00

320 57200 54500  
Repairs & maintenance



Details for Order #114-5673844-2007426

**Paid By:** St Johns Golf & Country Club  
**Placed By:** Leah Tincher  
**Order Placed:** July 14, 2023  
**PO number :** Sampson-584-A  
**Amazon.com order number:** 114-5673844-2007426  
**Order Total:** \$160.61

**Not Yet Shipped**

**Items Ordered**

**Price**

1 Of: Energizer AA Batteries, Double A Long-Lasting Alkaline Power Batteries, 32 Count (Pack of 1) Sold by: Amazon.com Condition: New	\$21.59
1 Of: GREAT NORTHERN POPCORN COMPANY - Popcorn Packs, Pre-Measured, Movie Theater Style, All-in-One Kernel, Salt, Oil Packets for Popcorn Machines, 8 Ounce (Pack of 24) Sold by: Amazon (seller profile) Business Price Condition: New	\$39.99
1 Of: HP 962XL Black High-yield Ink Cartridge   Works with HP OfficeJet 9010 Series, HP OfficeJet Pro 9010, 9020 Series   Eligible for Instant Ink   3JA03AN Sold by: Amazon (seller profile) Business Price Condition: New	\$32.82
1 Of: Hammermill Printer Paper, 20 lb Copy Paper, 8.5 x 11 - 5 Ream (2,500 Sheets) - 92 Bright, Made in the USA Sold by: Amazon.com Condition: New	\$30.99
2 Of: Armpow 18 inch Black Zip Ties Heavy Duty 100 PACK, 200 LBS Ultra Exclusive Strong Plastic Wire Ties, Large Cable Ties Extra Long Tie Wraps, Indoor and Outdoor UV Resistant Sold by: Armpow Store (seller profile) Business Price Condition: New	\$13.93

camp supplies 320 57200 49501  
supplies  
320 57200 54600

**Shipping Address:**

Leah Tincher  
219 St. Golf Parkway  
St. Augustine, FL 32092  
United States

**Shipping Speed:**

FREE Shipping

**Payment information**

**Payment Method:**

MasterCard | Last digits: 7282

Item(s) Subtotal: \$153.25  
Shipping & Handling: \$27.69  
Promotion applied: -\$27.69

Total before tax: \$153.25

**Estimated Tax:** \$7.36

**Grand Total: \$160.61**





Details for Order #114-3328910-8744227

**Paid By:** St Johns Golf & Country Club  
**Placed By:** Leah Tincher  
**Order Placed:** July 14, 2023  
**PO number :** Sampson-584-A  
**Amazon.com order number:** 114-3328910-8744227  
**Order Total:** \$101.18

Not Yet Shipped	
<b>Items Ordered</b> 1 of: Creative Playthings Single Axis Tire Swing with Chain Sold by: Creative Playthings ( <a href="#">seller profile</a> ) Condition: New	<b>Price</b> \$95.00
<i>Ⓟ Repairs &amp; Maintenance 320 572 0054500</i>	
<b>Shipping Address:</b> Leah Tincher 219 St. Golf Parkway St. Augustine, FL 32092 United States	
<b>Shipping Speed:</b> Standard Shipping	

Payment information	
<b>Payment Method:</b> MasterCard   Last digits: 7282	Item(s) Subtotal: \$95.00 Shipping & Handling: \$0.00 ----- Total before tax: \$95.00 Estimated Tax: \$6.18 ----- <b>Grand Total: \$101.18</b>

To view the status of your order, return to [Order Summary](#) .





Details for Order #114-4699061-6661014

**Paid By:** St Johns Golf & Country Club  
**Placed By:** Leah Tincher  
**Order Placed:** July 14, 2023  
**PO number :** Sampson-584-A  
**Amazon.com order number:** 114-4699061-6661014  
**Order Total:** \$14.78

Not Yet Shipped	
<b>Items Ordered</b> 1 of: Carnival King Paper Popcorn Bags, Red/White, 100 Count (Pack of 1) Sold by: SADIVIN ( <a href="#">seller profile</a> ) Condition: New	<b>Price</b> \$8.25
<i>summer camp</i> <i>320 5720049501</i>	
<b>Shipping Address:</b> Leah Tincher 219 St. Golf Parkway St. Augustine, FL 32092 United States	
<b>Shipping Speed:</b> Standard Shipping	

Payment information	
<b>Payment Method:</b> MasterCard   Last digits: 7282	Item(s) Subtotal: \$8.25 Shipping & Handling: \$5.99 ----- Total before tax: \$14.24 Estimated Tax: \$0.54 ----- <b>Grand Total: \$14.78</b>

To view the status of your order, return to [Order Summary](#).

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*Total:*  
*\$ 276.57*

Museum of Science & History of Jacksonville  
1025 Museum Circle  
Jacksonville , FL 32207 United States  
https://themosh.org/  
(904) 396-6674

St Johns Golf and Country  
219 St Johns Golf Drive  
st augustine Florida 32092

**Order Number** 100352454  
**Date** 7/10/23

Dear diana,

Your order details are below. Personalize this language.

<b>*Field Trip* 7/10/23 at 9:30 AM</b>	<b>Type</b>	<b>Quantity</b>	<b>Price per item</b>	<b>Subtotal</b>
Student	Ticket	21	\$8.50	\$178.50
FT Planetarium Show - students	Add-on	21	\$6.50	\$136.50
Teacher	Ticket	6	\$0.00	\$0.00
FT Planetarium Show - teachers	Add-on	6	\$0.00	\$0.00

**Total Tickets: 27**  
**Total Add-ons: 27**

**Order Total: \$315.00**  
**Amount Paid: -\$315.00**  
**Order Balance: \$0.00**

**Payment history**

7/10/23	MASTERCARD x7282	\$315.00
<b>Total Paid</b>		<b>\$315.00</b>

Please contact us if you need to make any adjustments to order details prior to your arrival date. Personalize this language.

Summer Camp Field Trip  
320 572 00 49501





**INVOICE**

Sampson Creek CDD  
475 West Town PI Ste 114  
St. Augustine FL 32095

**Customer #:** 14846146  
**Invoice #:** 8561448  
**Invoice Date:** 9/1/2023  
**Cust PO #:**

Job Number	Description	Amount
346100574	Sampson Creek CDD Exterior Maintenance For September	12,577.17
<p>Approved 8/28/2023 Marc J. Rousseau 001 320 54100 46200 Landscape Maintenance – Brightview</p>		
<b>Total invoice amount</b>		<b>12,577.17</b>
<b>Tax amount</b>		
<b>Balance due</b>		<b>12,577.17</b>

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*

Did you know that BrightView now offers auto ACH as a payment method? Discover the convenience and safety of automatic ACH bill payment for your recurring billing. Please contact [autopay@brightview.com](mailto:autopay@brightview.com) or your branch point of contact for more information on how to sign up on Auto Pay.

**Payment Stub**

Customer Account#: 14846146  
Invoice #: 8561448  
Invoice Date: 9/1/2023

**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 PI Ste 114  
St. Augustine FL 32095

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



# **Sampson Creek CDD**

FPL Electric

Code to 001.320.54100.43000

## **August-23**

08744-67061	380 St. John's Golf Drive #IRR	\$	25.66
16229-99512	219 St. John's Golf Drive #Pool	\$	1,471.48
19350-09421	211 St. John's Golf Drive #LITES	\$	159.65
46974-44356	9402 Leo Maguire Pkwy #2	\$	27.51
55613-33054	2125 County Road 210 W	\$	46.59
59216-52565	205 St. John's Golf Drive	\$	274.57
61084-35154	944 Leo Maguire Parkway #1	\$	27.56
80369-00598	205 St. John's Golf Drive #Swimclub	\$	966.49
72556-88074	Leo Maguire Parkway #Streetlights	\$	4,167.46
33381-88364	1574 Drury Court #1	\$	205.69
Total		<u>\$</u>	<u>7,372.66</u>

**\*\*\*V#16**

**\*\*\*PLEASE CODE TO MONTH ON SCHEDULE, NOT INVOICE DATE. THANKS!**



**Electric Bill Statement**

**For:** Jul 7, 2023 to Aug 7, 2023 (31 days)

**Statement Date:** Aug 7, 2023

**Account Number:** 55613-33054

**Service Address:**

2125 COUNTY ROAD 210 W  
SAINT AUGUSTINE, FL 32095

**SAMPSON CREEK CDD,**  
Here's what you owe for this billing period.

**CURRENT BILL**

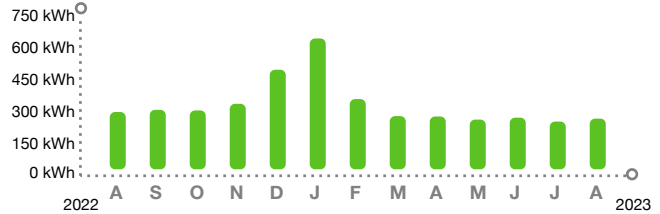
**\$46.59**

TOTAL AMOUNT YOU OWE

**Aug 28, 2023**

NEW CHARGES DUE BY

**ENERGY USAGE HISTORY**



**BILL SUMMARY**

Amount of your last bill	44.66
Payments received	-44.66
Balance before new charges	0.00
Total new charges	46.59
<b>Total amount you owe</b>	<b>\$46.59</b>

(See page 2 for bill details.)

**KEEP IN MIND**

- Payment received after October 27, 2023 is considered LATE; a late payment charge of 0.640833% will apply.

Customer Service: (386) 252-1541  
Outside Florida: 1-800-226-3545

Report Power Outages: 1-800-4OUTAGE (468-8243)  
Hearing/Speech Impaired: 711 (Relay Service)



/ 27

1304556133305409564000000

SAMPSON CREEK CDD  
5385 N NOB HILL RD  
SUNRISE FL 33351-4761

The amount enclosed includes the following donation:  
**FPL Care To Share:** \_\_\_\_\_

Make check payable to FPL in U.S. funds and mail along with this coupon to:

FPL  
GENERAL MAIL FACILITY  
MIAMI FL 33188-0001

Visit [FPL.com/PayBill](https://www.fpl.com/PayBill) for ways to pay.

55613-33054

ACCOUNT NUMBER

\$46.59

TOTAL AMOUNT YOU OWE

Aug 28, 2023

NEW CHARGES DUE BY

\$

AMOUNT ENCLOSED



### BILL DETAILS

Amount of your last bill	44.66
Payment received - Thank you	-44.66
Balance before new charges	\$0.00
<b>New Charges</b>	
Rate: GS-1 GENERAL SVC NON-DEMAND / BUSINESS	
Base charge:	\$12.68
Non-fuel: <small>(\$0.094820 per kWh)</small>	\$24.56
Fuel: <small>(\$0.031510 per kWh)</small>	\$8.16
Electric service amount	45.40
Gross receipts tax (State tax)	1.16
Taxes and charges	1.16
Regulatory fee (State fee)	0.03
Total new charges	\$46.59
<b>Total amount you owe</b>	<b>\$46.59</b>

### METER SUMMARY

Meter reading - Meter AC94696. Next meter reading Sep 7, 2023.

<b>Usage Type</b>	<b>Current</b>	-	<b>Previous</b>	=	<b>Usage</b>
kWh used	88713		88454		259

### ENERGY USAGE COMPARISON

	<b>This Month</b>	<b>Last Month</b>	<b>Last Year</b>
Service to	Aug 7, 2023	Jul 7, 2023	Aug 5, 2022
kWh Used	259	244	293
Service days	31	31	29
kWh/day	8	8	10
Amount	\$46.59	\$44.66	\$46.18

### KEEP IN MIND

- Taxes, fees, and charges on your bill are determined and required by your local and state government to be used at their discretion.
- The fuel charge represents the cost of fuel used to generate electricity. It is a direct pass-through to customers. FPL does not profit from fuel, although higher costs do result in higher state and local taxes and fees.

### Download the app

Get instant, secure access to outage and billing info from your mobile device.

[Download now >](#)

### Stay safe near powerlines

Summer means more plants near powerlines. Keep your distance and hire professionals to clear branches.

[See safety tips >](#)

When you pay by check, you authorize FPL to process your payment electronically or as a draft. If your payment is processed electronically, your checking account may be debited on the same day we receive the check and your check will not be returned with your checking account statement. FPL does not agree to any restrictions, conditions or endorsements placed on any bill statement or payments such as check, money order or other forms of payment. We will process the payment as if these restrictions or conditions do not exist.





**Electric Bill Statement**

**For:** Jul 7, 2023 to Aug 7, 2023 (31 days)

**Statement Date:** Aug 7, 2023

**Account Number:** 80369-00598

**Service Address:**

205 SAINT JOHNS GOLF DR # SWIMCLUB  
SAINT AUGUSTINE, FL 32092

**SAMPSON CREEK CDD,**  
Here's what you owe for this billing period.

**CURRENT BILL**

**\$966.49**

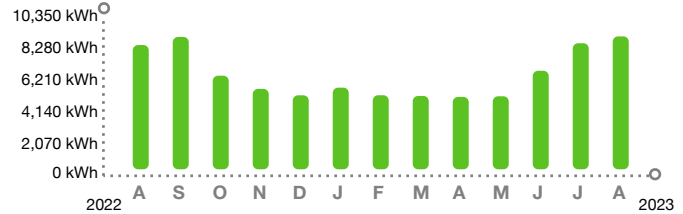
TOTAL AMOUNT YOU OWE

**Aug 28, 2023**

NEW CHARGES DUE BY

Pay \$741.18 instead of \$966.49 by your due date. Enroll in FPL Budget Billing®. [FPL.com/BB](https://www.fpl.com/BB)

**ENERGY USAGE HISTORY**



**KEEP IN MIND**

- Enroll now in FPL Budget Billing when you pay \$741.18 by your due date instead of \$966.49. Make your bills easier to manage with more predictable payments. Learn more at [FPL.com/BB](https://www.fpl.com/BB)
- Payment received after October 27, 2023 is considered LATE; a late payment charge of 0.640833% will apply.

**BILL SUMMARY**

Amount of your last bill	959.51
Payments received	-959.51
Balance before new charges	0.00
Total new charges	966.49
<b>Total amount you owe</b>	<b>\$966.49</b>

(See page 2 for bill details.)

Customer Service: 1-800-375-2434  
Outside Florida: 1-800-226-3545

Report Power Outages: 1-800-4OUTAGE (468-8243)  
Hearing/Speech Impaired: 711 (Relay Service)



/ 27 74118 1304803690059809466900000

The amount enclosed includes the following donation:  
**FPL Care To Share:** \_\_\_\_\_

Make check payable to FPL in U.S. funds and mail along with this coupon to:

SAMPSON CREEK CDD  
5385 N NOB HILL RD  
SUNRISE FL 33351-4761

FPL  
GENERAL MAIL FACILITY  
MIAMI FL 33188-0001

Visit [FPL.com/PayBill](https://www.fpl.com/PayBill) for ways to pay.

80369-00598	\$966.49	Aug 28, 2023	\$
ACCOUNT NUMBER	TOTAL AMOUNT YOU OWE	NEW CHARGES DUE BY	AMOUNT ENCLOSED



**BILL DETAILS**

Amount of your last bill	959.51
Payment received - Thank you	-959.51
Balance before new charges	\$0.00

**New Charges**

Rate: GSD-1 GENERAL SERVICE DEMAND	
Base charge:	\$29.98
Non-fuel: (\$0.034670 per kWh)	\$325.17
Fuel: (\$0.031510 per kWh)	\$295.53
Demand: (\$12.65 per KW)	\$290.95
Electric service amount	941.63
Gross receipts tax (State tax)	24.16
Taxes and charges	24.16
Regulatory fee (State fee)	0.70
Total new charges	\$966.49
<b>Total amount you owe</b>	<b>\$966.49</b>

**METER SUMMARY**

Meter reading - Meter KLJ3017. Next meter reading Sep 7, 2023.

Usage Type	Current	-	Previous	=	Usage
kWh used	91999		82620		9379
Demand KW	23.43				23

**ENERGY USAGE COMPARISON**

	This Month	Last Month	Last Year
Service to	Aug 7, 2023	Jul 7, 2023	Aug 5, 2022
kWh Used	9379	8894	8768
Service days	31	31	29
kWh/day	302	286	302
Amount	\$966.49	\$959.51	\$877.40

**KEEP IN MIND**

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**Electric Bill Statement**

**For:** Jul 7, 2023 to Aug 7, 2023 (31 days)

**Statement Date:** Aug 7, 2023

**Account Number:** 59216-52565

**Service Address:**

205 SAINT JOHNS GOLF DR  
SAINT AUGUSTINE, FL 32092

**SAMPSON CREEK CDD,**  
Here's what you owe for this billing period.

**CURRENT BILL**

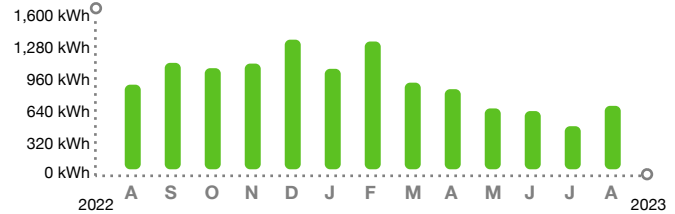
**\$274.57**

TOTAL AMOUNT YOU OWE

**Sep 7, 2023**

NEW CHARGES DUE BY

**ENERGY USAGE HISTORY**



**KEEP IN MIND**

- Payment received after November 08, 2023 is considered LATE; a late payment charge of 0.640833% will apply.

**BILL SUMMARY**

Amount of your last bill	171.83
Balance before new charges	171.83
Total new charges	102.74
<b>Total amount you owe</b>	<b>\$274.57</b>

(See page 2 for bill details.)

Customer Service: 1-800-375-2434  
Outside Florida: 1-800-226-3545

Report Power Outages: 1-800-4OUTAGE (468-8243)  
Hearing/Speech Impaired: 711 (Relay Service)



/ 27 17183 1304592165256567547200000

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SUNRISE FL 33351-4761

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GENERAL MAIL FACILITY  
MIAMI FL 33188-0001

Visit [FPL.com/PayBill](https://www.fpl.com/PayBill) for ways to pay.

59216-52565	\$274.57	Sep 7, 2023	\$
ACCOUNT NUMBER	TOTAL AMOUNT YOU OWE	NEW CHARGES DUE BY	AMOUNT ENCLOSED





**Customer Name:** SAMPSON CREEK CDD  
**Account Number:** 59216-52565

### BILL DETAILS

Amount of your last bill	171.83
Balance before new charges	\$171.83
<b>New Charges</b>	
Rate: GS-1 GENERAL SVC NON-DEMAND / BUSINESS	
Base charge:	\$12.68
Non-fuel: <small>(\$0.094820 per kWh)</small>	\$65.62
Fuel: <small>(\$0.031510 per kWh)</small>	\$21.80
Electric service amount	100.10
Gross receipts tax (State tax)	2.57
Taxes and charges	2.57
Regulatory fee (State fee)	0.07
Total new charges	\$102.74
<b>Total amount you owe</b>	<b>\$274.57</b>

### METER SUMMARY

Meter reading - Meter MN5481A. Next meter reading Sep 7, 2023.

<b>Usage Type</b>	<b>Current</b>	-	<b>Previous</b>	=	<b>Usage</b>
kWh used	33414		32722		692

### ENERGY USAGE COMPARISON

	<b>This Month</b>	<b>Last Month</b>	<b>Last Year</b>
Service to	Aug 7, 2023	Jul 7, 2023	Aug 5, 2022
kWh Used	692	470	923
Service days	31	31	29
kWh/day	22	15	31
Amount	\$102.74	\$73.97	\$90.86

### KEEP IN MIND

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**Electric Bill Statement**

**For:** Jul 7, 2023 to Aug 7, 2023 (31 days)

**Statement Date:** Aug 7, 2023

**Account Number:** 16229-99512

**Service Address:**

219 SAINT JOHNS GOLF DR # POOL  
SAINT AUGUSTINE, FL 32092

**SAMPSON CREEK CDD,**  
Here's what you owe for this billing period.

**CURRENT BILL**

**\$1,471.48**

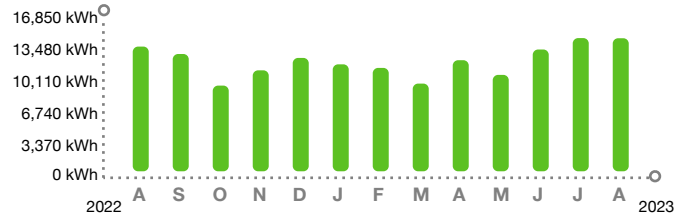
TOTAL AMOUNT YOU OWE

**Aug 28, 2023**

NEW CHARGES DUE BY

Pay \$1,219.39 instead of \$1,471.48 by your due date. Enroll in FPL Budget Billing®. [FPL.com/BB](https://www.fpl.com/BB)

**ENERGY USAGE HISTORY**



**BILL SUMMARY**

Amount of your last bill	1,485.68
Payments received	-1,485.68
Balance before new charges	0.00
Total new charges	1,471.48
<b>Total amount you owe</b>	<b>\$1,471.48</b>

(See page 2 for bill details.)

**KEEP IN MIND**

- Enroll now in FPL Budget Billing when you pay \$1,219.39 by your due date instead of \$1,471.48. Make your bills easier to manage with more predictable payments. Learn more at [FPL.com/BB](https://www.fpl.com/BB)
- Payment received after October 27, 2023 is considered LATE; a late payment charge of 0.640833% will apply.

Customer Service: 1-800-375-2434  
Outside Florida: 1-800-226-3545

Report Power Outages: 1-800-4OUTAGE (468-8243)  
Hearing/Speech Impaired: 711 (Relay Service)



/ 27 121939 1304162299951218417410000

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16229-99512	\$1,471.48	Aug 28, 2023	\$
ACCOUNT NUMBER	TOTAL AMOUNT YOU OWE	NEW CHARGES DUE BY	AMOUNT ENCLOSED



**BILL DETAILS**

Amount of your last bill	1,485.68
Payment received - Thank you	-1,485.68
Balance before new charges	\$0.00

**New Charges**

Rate: GSD-1 GENERAL SERVICE DEMAND	
Base charge:	\$29.98
Non-fuel: (\$0.034670 per kWh)	\$529.90
Fuel: (\$0.031510 per kWh)	\$481.60
Demand: (\$12.65 per KW)	\$392.15
Electric service amount	1,433.63
Gross receipts tax (State tax)	36.79
Taxes and charges	36.79
Regulatory fee (State fee)	1.06
Total new charges	\$1,471.48
<b>Total amount you owe</b>	<b>\$1,471.48</b>

**METER SUMMARY**

Meter reading - Meter KLL8671. Next meter reading Sep 7, 2023.

Usage Type	Current	-	Previous	=	Usage
kWh used	17724		02440		15284
Demand KW	30.82				31

**ENERGY USAGE COMPARISON**

	This Month	Last Month	Last Year
Service to	Aug 7, 2023	Jul 7, 2023	Aug 5, 2022
kWh Used	15284	15302	14326
Service days	31	31	29
kWh/day	493	493	494
Amount	\$1,471.48	\$1,485.68	\$1,354.70

**KEEP IN MIND**

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**Electric Bill Statement**

**For:** May 5, 2023 to Jul 7, 2023

**Statement Date:** Aug 2, 2023

**Account Number:** 59216-52565

**Service Address:**

205 SAINT JOHNS GOLF DR  
SAINT AUGUSTINE, FL 32092

**SAMPSON CREEK CDD,**  
Here's what you owe for this billing period.

**CURRENT BILL**

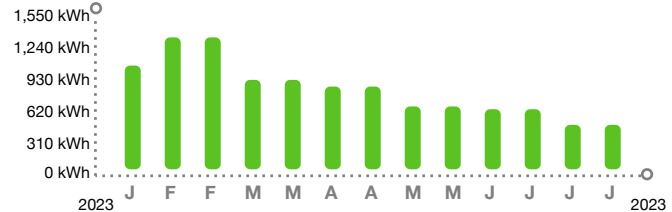
**\$171.83**

TOTAL AMOUNT YOU OWE

**Aug 23, 2023**

NEW CHARGES DUE BY

**ENERGY USAGE HISTORY**



**BILL SUMMARY**

Amount of your last bill	101.73
Payments received	-101.73
<hr/>	
Balance before new charges	0.00
<hr/>	
Total new charges	171.83
<b>Total amount you owe</b>	<b>\$171.83</b>

(See page 2 for bill details.)

**KEEP IN MIND**

- Payment received after October 23, 2023 is considered LATE; a late payment charge of 0.640833% will apply.
- This bill is for multiple (2) billing periods.
- Effective June 1 through September 30, Time-of-Use On-Peak hours are 3 PM to 6 PM, Monday through Friday; holidays are Off-Peak.

Customer Service: 1-800-375-2434  
Outside Florida: 1-800-226-3545

Report Power Outages: 1-800-4OUTAGE (468-8243)  
Hearing/Speech Impaired: 711 (Relay Service)



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59216-52565  
ACCOUNT NUMBER

\$171.83  
TOTAL AMOUNT YOU OWE

Aug 23, 2023  
NEW CHARGES DUE BY

\$ \_\_\_\_\_  
AMOUNT ENCLOSED



**Customer Name:** SAMPSON CREEK CDD  
**Account Number:** 59216-52565

**BILL DETAILS**

Amount of your last bill	101.73
Payment received - Thank you	-101.73
Balance before new charges	\$0.00

**New Charges**

Rate: GS-1 GENERAL SVC NON-DEMAND / BUSINESS

Electric service amount	167.41
Gross receipts tax (State tax)	4.30
Taxes and charges	4.30
Regulatory fee (State fee)	0.12
Total new charges	\$171.83
<b>Total amount you owe</b>	<b>\$171.83</b>

**METER SUMMARY**

Multiple-month usage

Meter no. MN5481A Next meter reading Aug 7, 2023

Total kWh 1,105

**KEEP IN MIND**

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Customer Name: Account Number:  
 SAMPSON CREEK CDD 59216-52565

BILLING STATEMENT - MULTIPLE BILLING PERIODS

Messages

- These billing details are part of your electronic bill dated: **Aug 2, 2023.**

<b>BILLING STATEMENT</b>	
<i>For: May 05 2023 to Jun 06 2023 (32 days)</i>	
Rate Schedule	GS-1
Meter Number	MN5481A
Current kWh Reading	32252
Previous kWh Reading	31617
Curr On-peak kWh Rdg	00156
Prev On-peak kWh Rdg	00156
kWh Constant	00001
Average kWh per Day	20
Storm Charge	0.00
Total kWh Used	635
On-peak kWh Used	0
Off-peak kWh Used	0
Demand Reading	000.00
On-peak Demand Rdg	000.00
KW Constant	1
Demand Used	14
Max Demand	14
Max Month Demand	0
On-peak Demand	0
Contract Demand	0
Service Amount	95.34
FPL SolarTogethr Chg	0.00
FPL SolarTogethr Cr	0.00
Transformer Credit	0.00
Curtailement/CDR Cr	0.00
Non-Std Mtr Enroll	0.00
Non-Std Mtr Surchg	0.00
Fixed Rate differential	0.00
Gross receipts tax	2.45
Regulatory Assessment Fee	0.07
Franchise Charge	0.00
Utility Tax	0.00
Florida Sales Tax	0.00
Disc FL Sales Surtax	0.00
VSP Solar Charge	0.00
Facility Rental	0.00
Fac Rental Sales Tax	0.00
Fac Rental Disc Tax	0.00
Late Payment Charge	0.00
Care To Share donation	0.00
Contracted Service Charge	0.00
<hr/>	
<b>Total New Charges</b>	<b>97.86</b>





Customer Name: Account Number:  
 SAMPSON CREEK CDD 59216-52565

**BILLING STATEMENT**

*For: Jun 06 2023 to Jul 07 2023 (31 days)*

Rate Schedule	GS-1
Meter Number	MN5481A
Current kWh Reading	32722
Previous kWh Reading	32252
Curr On-peak kWh Rdg	00156
Prev On-peak kWh Rdg	00156
kWh Constant	00001
Average kWh per Day	15
Storm Charge	0.00
Total kWh Used	470
On-peak kWh Used	0
Off-peak kWh Used	0
Demand Reading	000.00
On-peak Demand Rdg	000.00
KW Constant	1
Demand Used	14
Max Demand	14
Max Month Demand	0
On-peak Demand	0
Contract Demand	0
Service Amount	72.07
FPL SolarTogethr Chg	0.00
FPL SolarTogethr Cr	0.00
Transformer Credit	0.00
Curtailement/CDR Cr	0.00
Non-Std Mtr Enroll	0.00
Non-Std Mtr Surchg	0.00
Fixed Rate differential	0.00
Gross receipts tax	1.85
Regulatory Assessment Fee	0.05
Franchise Charge	0.00
Utility Tax	0.00
Florida Sales Tax	0.00
Disc FL Sales Surtax	0.00
VSP Solar Charge	0.00
Facility Rental	0.00
Fac Rental Sales Tax	0.00
Fac Rental Disc Tax	0.00
Late Payment Charge	0.00
Care To Share donation	0.00
Contracted Service Charge	0.00
.....	
<b>Total New Charges</b>	<b>73.97</b>



**Electric Bill Statement**

**For:** Jul 7, 2023 to Aug 7, 2023 (31 days)

**Statement Date:** Aug 7, 2023

**Account Number:** 46974-44356

**Service Address:**

9402 LEO MAGUIRE PKWY # 2  
SAINT AUGUSTINE, FL 32092

**SAMPSON CREEK CDD,**  
Here's what you owe for this billing period.

**CURRENT BILL**

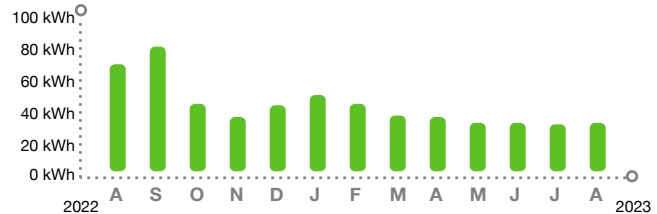
**\$27.51**

TOTAL AMOUNT YOU OWE

**Aug 28, 2023**

NEW CHARGES DUE BY

**ENERGY USAGE HISTORY**



**KEEP IN MIND**

- Payment received after October 27, 2023 is considered LATE; a late payment charge of 0.640833% will apply.

**BILL SUMMARY**

Amount of your last bill	27.45
Payments received	-27.45
Balance before new charges	0.00
Total new charges	27.51
<b>Total amount you owe</b>	<b>\$27.51</b>

(See page 2 for bill details.)

Customer Service: (386) 252-1541  
Outside Florida: 1-800-226-3545

Report Power Outages: 1-800-4OUTAGE (468-8243)  
Hearing/Speech Impaired: 711 (Relay Service)



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46974-44356

ACCOUNT NUMBER

\$27.51

TOTAL AMOUNT YOU OWE

Aug 28, 2023

NEW CHARGES DUE BY

\$

AMOUNT ENCLOSED



**BILL DETAILS**

Amount of your last bill	27.45
Payment received - Thank you	-27.45
Balance before new charges	\$0.00

**New Charges**

Rate: GS-1 GENERAL SVC NON-DEMAND / BUSINESS	
Base charge:	\$12.68
Minimum base bill charge:	\$9.95
Non-fuel: <small>(\$0.094820 per kWh)</small>	\$3.13
Fuel: <small>(\$0.031510 per kWh)</small>	\$1.04
Electric service amount	26.80
Gross receipts tax (State tax)	0.69
Taxes and charges	0.69
Regulatory fee (State fee)	0.02
Total new charges	\$27.51
<b>Total amount you owe</b>	<b>\$27.51</b>

**METER SUMMARY**

Meter reading - Meter AC94682. Next meter reading Sep 7, 2023.

<b>Usage Type</b>	<b>Current</b>	-	<b>Previous</b>	=	<b>Usage</b>
kWh used	15904		15871		33

**ENERGY USAGE COMPARISON**

	<b>This Month</b>	<b>Last Month</b>	<b>Last Year</b>
Service to	Aug 7, 2023	Jul 7, 2023	Aug 5, 2022
kWh Used	33	32	73
Service days	31	31	29
kWh/day	1	1	3
Amount	\$27.51	\$27.45	\$29.08

**KEEP IN MIND**

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**Electric Bill Statement**

**For:** Jul 7, 2023 to Aug 7, 2023 (31 days)

**Statement Date:** Aug 7, 2023

**Account Number:** 08744-67061

**Service Address:**

380 SAINT JOHNS GOLF DR #IRR  
SAINT AUGUSTINE, FL 32092

**SAMPSON CREEK CDD,**  
Here's what you owe for this billing period.

**CURRENT BILL**

**\$25.66**

TOTAL AMOUNT YOU OWE

**Aug 28, 2023**

NEW CHARGES DUE BY

**ENERGY USAGE HISTORY**



**BILL SUMMARY**

Amount of your last bill	25.66
Payments received	-25.66
Balance before new charges	0.00
Total new charges	25.66
<b>Total amount you owe</b>	<b>\$25.66</b>

(See page 2 for bill details.)

**KEEP IN MIND**

- Payment received after October 27, 2023 is considered LATE; a late payment charge of 0.640833% will apply.

Customer Service: (386) 252-1541  
Outside Florida: 1-800-226-3545

Report Power Outages: 1-800-4OUTAGE (468-8243)  
Hearing/Speech Impaired: 711 (Relay Service)



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1304087446706126652000000

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08744-67061

ACCOUNT NUMBER

\$25.66

TOTAL AMOUNT YOU OWE

Aug 28, 2023

NEW CHARGES DUE BY

\$

AMOUNT ENCLOSED



Customer Name: Account Number:  
SAMPSON CREEK CDD 08744-67061

### BILL DETAILS

Amount of your last bill	25.66
Payment received - Thank you	-25.66
Balance before new charges	\$0.00

#### New Charges

Rate: GS-1 GENERAL SVC NON-DEMAND / BUSINESS	
Base charge:	\$12.68
Minimum base bill charge:	\$12.32
Non-fuel energy charge:	\$0.094820 per kWh
Fuel charge:	\$0.031510 per kWh
Electric service amount	25.00
Gross receipts tax (State tax)	0.64
Taxes and charges	0.64
Regulatory fee (State fee)	0.02
Total new charges	\$25.66
<b>Total amount you owe</b>	<b>\$25.66</b>

### METER SUMMARY

Meter reading - Meter AC94663. Next meter reading Sep 7, 2023.

Usage Type	Current	-	Previous	=	Usage
kWh used	00000		00000		0

### ENERGY USAGE COMPARISON

	This Month	Last Month	Last Year
Service to	Aug 7, 2023	Jul 7, 2023	Aug 5, 2022
kWh Used	0	0	0
Service days	31	31	29
kWh/day	0	0	0
Amount	\$25.66	\$25.66	\$25.66

### KEEP IN MIND

- Taxes, fees, and charges on your bill are determined and required by your local and state government to be used at their discretion.
- The fuel charge represents the cost of fuel used to generate electricity. It is a direct pass-through to customers. FPL does not profit from fuel, although higher costs do result in higher state and local taxes and fees.

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**Electric Bill Statement**

**For:** Jul 7, 2023 to Aug 7, 2023 (31 days)

**Statement Date:** Aug 7, 2023

**Account Number:** 33381-88364

**Service Address:**

1574 DRURY CT # 1

SAINT AUGUSTINE, FL 32092

**SAMPSON CREEK CDD,**  
Here's what you owe for this billing period.

**CURRENT BILL**

**\$205.69**

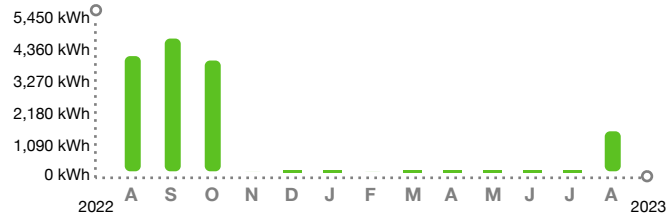
TOTAL AMOUNT YOU OWE

**Aug 28, 2023**

NEW CHARGES DUE BY

Pay \$125.80 instead of \$205.69 by your due date. Enroll in FPL Budget Billing®. [FPL.com/BB](https://www.fpl.com/BB)

**ENERGY USAGE HISTORY**



**BILL SUMMARY**

Amount of your last bill	25.66
Payments received	-25.66
Balance before new charges	0.00
Total new charges	205.69
<b>Total amount you owe</b>	<b>\$205.69</b>

(See page 2 for bill details.)

**KEEP IN MIND**

- Enroll now in FPL Budget Billing when you pay \$125.80 by your due date instead of \$205.69. Make your bills easier to manage with more predictable payments. Learn more at [FPL.com/BB](https://www.fpl.com/BB)
- Payment received after October 27, 2023 is considered LATE; a late payment charge of 0.640833% will apply.

Customer Service: (386) 252-1541  
Outside Florida: 1-800-226-3545

Report Power Outages: 1-800-4OUTAGE (468-8243)  
Hearing/Speech Impaired: 711 (Relay Service)



/ 27 12580 1304333818836489650200000

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SUNRISE FL 33351-4761

FPL  
GENERAL MAIL FACILITY  
MIAMI FL 33188-0001

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33381-88364

ACCOUNT NUMBER

\$205.69

TOTAL AMOUNT YOU OWE

Aug 28, 2023

NEW CHARGES DUE BY

\$

AMOUNT ENCLOSED





### BILL DETAILS

Amount of your last bill	25.66
Payment received - Thank you	-25.66
Balance before new charges	\$0.00

#### New Charges

Rate: GS-1 GENERAL SVC NON-DEMAND / BUSINESS	
Base charge:	\$12.68
Non-fuel: (\$0.094820 per kWh)	\$140.90
Fuel: (\$0.031510 per kWh)	\$46.82
Electric service amount	200.40
Gross receipts tax (State tax)	5.14
Taxes and charges	5.14
Regulatory fee (State fee)	0.15
Total new charges	\$205.69
<b>Total amount you owe</b>	<b>\$205.69</b>

### METER SUMMARY

Meter reading - Meter AC94707. Next meter reading Sep 7, 2023.

Usage Type	Current	-	Previous	=	Usage
kWh used	39589		38103		1486

### ENERGY USAGE COMPARISON

	This Month	Last Month	Last Year
Service to	Aug 7, 2023	Jul 7, 2023	Aug 5, 2022
kWh Used	1486	0	4280
Service days	31	31	29
kWh/day	48	0	148
Amount	\$205.69	\$25.66	\$508.10

### KEEP IN MIND

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**Electric Bill Statement**

**For:** Jul 7, 2023 to Aug 7, 2023 (31 days)

**Statement Date:** Aug 7, 2023

**Account Number:** 61084-35154

**Service Address:**

944 LEO MAGUIRE PKWY #1  
SAINT AUGUSTINE, FL 32092

**SAMPSON CREEK CDD,**  
Here's what you owe for this billing period.

**CURRENT BILL**

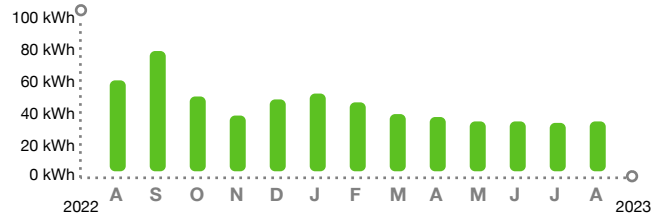
**\$27.56**

TOTAL AMOUNT YOU OWE

**Aug 28, 2023**

NEW CHARGES DUE BY

**ENERGY USAGE HISTORY**



**KEEP IN MIND**

- Payment received after October 27, 2023 is considered LATE; a late payment charge of 0.640833% will apply.

**BILL SUMMARY**

Amount of your last bill	27.51
Payments received	-27.51
Balance before new charges	0.00
Total new charges	27.56
<b>Total amount you owe</b>	<b>\$27.56</b>

(See page 2 for bill details.)

Customer Service: (386) 252-1541  
Outside Florida: 1-800-226-3545

Report Power Outages: 1-800-4OUTAGE (468-8243)  
Hearing/Speech Impaired: 711 (Relay Service)



/ 27

1304610843515446572000000

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61084-35154

ACCOUNT NUMBER

\$27.56

TOTAL AMOUNT YOU OWE

Aug 28, 2023

NEW CHARGES DUE BY

\$

AMOUNT ENCLOSED



Customer Name: Account Number:  
SAMPSON CREEK CDD 61084-35154

### BILL DETAILS

Amount of your last bill	27.51
Payment received - Thank you	-27.51
Balance before new charges	\$0.00

#### New Charges

Rate: GS-1 GENERAL SVC NON-DEMAND / BUSINESS	
Base charge:	\$12.68
Minimum base bill charge:	\$9.88
Non-fuel: (\$0.094820 per kWh)	\$3.22
Fuel: (\$0.031510 per kWh)	\$1.07
Electric service amount	26.85
Gross receipts tax (State tax)	0.69
Taxes and charges	0.69
Regulatory fee (State fee)	0.02
Total new charges	\$27.56
<b>Total amount you owe</b>	<b>\$27.56</b>

### METER SUMMARY

Meter reading - Meter AC94705. Next meter reading Sep 7, 2023.

Usage Type	Current	-	Previous	=	Usage
kWh used	19348		19314		34

### ENERGY USAGE COMPARISON

	This Month	Last Month	Last Year
Service to	Aug 7, 2023	Jul 7, 2023	Aug 5, 2022
kWh Used	34	33	62
Service days	31	31	29
kWh/day	1	1	2
Amount	\$27.56	\$27.51	\$28.54

### KEEP IN MIND

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**Electric Bill Statement**

**For:** Jul 7, 2023 to Aug 7, 2023 (31 days)

**Statement Date:** Aug 7, 2023

**Account Number:** 19350-09421

**Service Address:**

211 SAINT JOHNS GOLF DR # LITES  
SAINT AUGUSTINE, FL 32092

**SAMPSON CREEK CDD,**  
Here's what you owe for this billing period.

**CURRENT BILL**

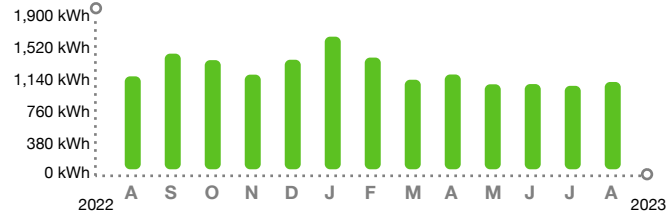
**\$159.65**

TOTAL AMOUNT YOU OWE

**Aug 28, 2023**

NEW CHARGES DUE BY

**ENERGY USAGE HISTORY**



**KEEP IN MIND**

- Payment received after October 27, 2023 is considered LATE; a late payment charge of 0.640833% will apply.

**BILL SUMMARY**

Amount of your last bill	153.19
Payments received	-153.19
Balance before new charges	0.00
Total new charges	159.65
<b>Total amount you owe</b>	<b>\$159.65</b>

(See page 2 for bill details.)

Customer Service: 1-800-375-2434  
Outside Florida: 1-800-226-3545

Report Power Outages: 1-800-4OUTAGE (468-8243)  
Hearing/Speech Impaired: 711 (Relay Service)



/ 27

1304193500942135695100000

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5385 N NOB HILL RD  
SUNRISE FL 33351-4761

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GENERAL MAIL FACILITY  
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19350-09421

ACCOUNT NUMBER

\$159.65

TOTAL AMOUNT YOU OWE

Aug 28, 2023

NEW CHARGES DUE BY

\$

AMOUNT ENCLOSED



### BILL DETAILS

Amount of your last bill	153.19
Payment received - Thank you	-153.19
Balance before new charges	\$0.00
<b>New Charges</b>	
Rate: GS-1 GENERAL SVC NON-DEMAND / BUSINESS	
Base charge:	\$12.68
Non-fuel: (\$0.094820 per kWh)	\$107.23
Fuel: (\$0.031510 per kWh)	\$35.64
Electric service amount	155.55
Gross receipts tax (State tax)	3.99
Taxes and charges	3.99
Regulatory fee (State fee)	0.11
Total new charges	\$159.65
<b>Total amount you owe</b>	<b>\$159.65</b>

### METER SUMMARY

Meter reading - Meter KN51244. Next meter reading Sep 7, 2023.

<b>Usage Type</b>	<b>Current</b>	-	<b>Previous</b>	=	<b>Usage</b>
kWh used	36893		35762		1131

### ENERGY USAGE COMPARISON

	<b>This Month</b>	<b>Last Month</b>	<b>Last Year</b>
Service to	Aug 7, 2023	Jul 7, 2023	Aug 5, 2022
kWh Used	1131	1081	1204
Service days	31	31	29
kWh/day	36	34	41
Amount	\$159.65	\$153.19	\$151.72

### KEEP IN MIND

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**Electric Bill Statement**

**For:** Apr 6, 2023 to May 5, 2023 (29 days)

**Statement Date:** May 5, 2023

**Account Number:** 59216-52565

**Service Address:**

205 SAINT JOHNS GOLF DR  
SAINT AUGUSTINE, FL 32092

**SAMPSON CREEK CDD,**  
Here's what you owe for this billing period.

**CURRENT BILL**

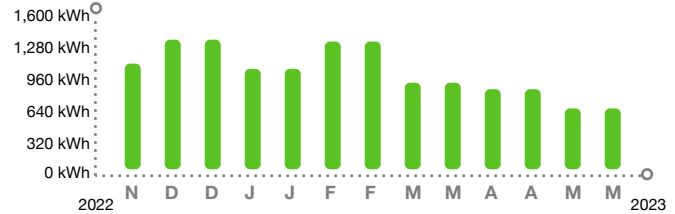
**\$101.73**

TOTAL AMOUNT YOU OWE

**Aug 23, 2023**

NEW CHARGES DUE BY

**ENERGY USAGE HISTORY**



**KEEP IN MIND**

- Payment received after October 23, 2023 is considered LATE; a late payment charge of 0.640833% will apply.

**BILL SUMMARY**

Amount of your last bill	264.17
Payments received	-264.17
Balance before new charges	0.00
<hr/>	
Total new charges	101.73
<b>Total amount you owe</b>	<b>\$101.73</b>

(See page 2 for bill details.)

Customer Service: 1-800-375-2434  
Outside Florida: 1-800-226-3545

Report Power Outages: 1-800-4OUTAGE (468-8243)  
Hearing/Speech Impaired: 711 (Relay Service)



/ 27

1304592165256573710100000

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MIAMI FL 33188-0001

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59216-52565  
ACCOUNT NUMBER

\$101.73  
TOTAL AMOUNT YOU OWE

Aug 23, 2023  
NEW CHARGES DUE BY

\$  
AMOUNT ENCLOSED





**BILL DETAILS**

Amount of your last bill	264.17
Payment received - Thank you	-264.17
Balance before new charges	\$0.00

**New Charges**

Rate: GS-1 GENERAL SVC NON-DEMAND / BUSINESS	
Base charge:	\$12.68
Non-fuel: (\$0.094820 per kWh)	\$62.96
Fuel: (\$0.035360 per kWh)	\$23.48
Electric service amount	99.12
Gross receipts tax (State tax)	2.54
Taxes and charges	2.54
Regulatory fee (State fee)	0.07
Total new charges	\$101.73
<b>Total amount you owe</b>	<b>\$101.73</b>

**METER SUMMARY**

Meter reading - Meter MN5481A. Next meter reading Jun 6, 2023.

<b>Usage Type</b>	<b>Current</b>	-	<b>Previous</b>	=	<b>Usage</b>
kWh used	31617		30953		664

**ENERGY USAGE COMPARISON**

	<b>This Month</b>	<b>Last Month</b>
Service to	May 5, 2023	Apr 6, 2023
kWh Used	664	874
Service days	29	30
kWh/day	22	29
Amount	\$101.73	\$133.66

**KEEP IN MIND**

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**Electric Bill Statement**  
For: Jul 7, 2023 to Aug 7, 2023 (31 days)  
**Statement Date:** Aug 7, 2023  
**Account Number:** 72556-88074  
**Service Address:**  
LEO MAGUIRE PKWY #STREETLIGHTS  
SAINT AUGUSTINE, FL 32092

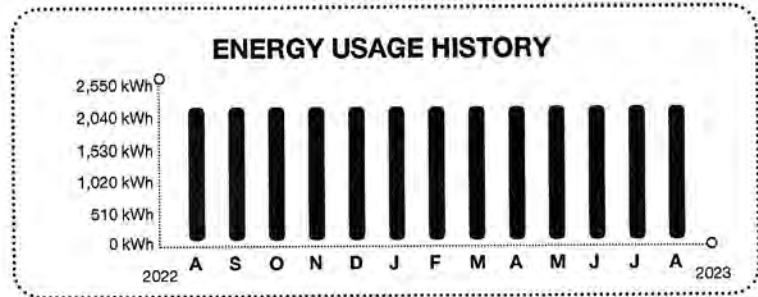
AUG 10 2023

**SAMPSON CREEK CDD,**  
Here's what you owe for this billing period.

**CURRENT BILL**

**\$4,167.46**  
TOTAL AMOUNT YOU OWE

**Aug 28, 2023**  
NEW CHARGES DUE BY



**BILL SUMMARY**

Amount of your last bill	4,167.46
Payments received	-4,167.46
Balance before new charges	0.00
Total new charges	4,167.46
<b>Total amount you owe</b>	<b>\$4,167.46</b>

*(See page 2 for bill details.)*

**KEEP IN MIND**

- Payment received after October 27, 2023 is considered LATE; a late payment charge of 0.640833% will apply.
- Charges and energy usage are based on the facilities contracted. Facility, energy and fuel costs are available upon request.

Customer Service: (386) 252-1541  
Outside Florida: 1-800-226-3545

Report Power Outages: 1-800-4OUTAGE (468-8243)  
Hearing/Speech Impaired: 711 (Relay Service)



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SUNRISE FL 33351-4761



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GENERAL MAIL FACILITY  
MIAMI FL 33188-0001



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72556-88074  
ACCOUNT NUMBER

\$4,167.46  
TOTAL AMOUNT YOU OWE

Aug 28, 2023  
NEW CHARGES DUE BY

\$  
AMOUNT ENCLOSED



Customer Name: SAMPSON CREEK CDD  
 Account Number: 72556-88074

**BILL DETAILS**

Amount of your last bill 4,167.46  
 Payment received - Thank you -4,167.46  
 Balance before new charges \$0.00

**New Charges**

Rate: SL-1 STREET LIGHTING SERVICE

Electric service amount \*\* 4,159.93  
 Gross receipts tax (State tax) 4.53  
 Taxes and charges 4.53  
 Regulatory fee (State fee) 3.00  
 Total new charges \$4,167.46  
**Total amount you owe \$4,167.46**

\*\* Your electric service amount includes the following charges:

Non-fuel energy charge: \$0.049080 per kWh  
 Fuel charge: \$0.030850 per kWh

**METER SUMMARY**

Next bill date Sep 7, 2023.

Usage Type Usage  
 Total kWh used 2302

**ENERGY USAGE COMPARISON**

	This Month	Last Month	Last Year
Service to	Aug 7, 2023	Jul 7, 2023	Aug 5, 2022
kWh Used	2302	2302	2302
Service days	31	31	29
kWh/day	74	74	79
Amount	\$4,167.46	\$4,167.46	\$3,421.12

**KEEP IN MIND**

- Taxes, fees, and charges on your bill are determined and required by your local and state government to be used at their discretion.
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Customer Name: SAMPSON CREEK CDD  
 Account Number: 72556-88074

For: 07-07-2023 to 08-07-2023 (31 days)  
 kWh/Day: 74  
 Service Address:  
 LEO MAGUIRE PKWY #STREETLIGHTS  
 SAINT AUGUSTINE, FL 32092

Detail of Rate Schedule Charges for Street Lights

Component Code	Watts	Lumens	Owner/ Maint *	Quantity	Rate/Unit	kWh Used	Amount
C861224	39	3500	F	154		2,002	
Energy					0.400000		61.60
Non-energy							
Fixtures					9.580000		1,475.32
Maintenance					1.450000		223.30
C861225	73	6000	F	12		300	
Energy					0.800000		9.60
Non-energy							
Fixtures					9.580000		114.96
Maintenance					1.450000		17.40
PMF0001				166			
Non-energy							
Fixtures					9.610000		1,595.26
UCNP				11,449			
Non-energy							
Maintenance					0.048650		556.99

\* F - FPL OWNS & MAINTAINS E - CUSTOMER OWNS & MAINTAINS R - CUSTOMER OWNS, FPL RELAMPS  
 H - FPL OWNS & MAINTAINS FIXTURE, CUST OWNS OTHER



SAMPSON CREEK CDD  
 5385 N NOB HILL RD  
 SUNRISE FL 33351-4761





Customer Name: SAMPSON CREEK CDD  
 Account Number: 72556-88074

FPL.com Page 2 0004 0004 058416 ESLA

For: 07-07-2023 to 08-07-2023 (31 days)  
 kWh/Day: 74  
 Service Address:  
 LEO MAGUIRE PKWY #STREETLIGHTS  
 SAINT AUGUSTINE, FL 32092

Component Code	Watts	Lumens	Owner/ Maint *	Quantity	Rate/Unit	kWh Used	Amount
					Energy sub total		71.20
					Non-energy sub total		3,983.23
					Sub total	2,302	4,054.43
					Energy conservation cost recovery		0.87
					Capacity payment recovery charge		0.37
					Environmental cost recovery charge		1.01
					Storm restoration recovery charge		35.13
					Transition rider credit		-9.53
					Storm protection recovery charge		6.63
					Fuel charge		71.02
					<b>Electric service amount</b>		<b>4,159.93</b>
					Gross receipts tax (State tax)		4.53
					Regulatory fee (State fee)		3.00
					<b>Total</b>	<b>2,302</b>	<b>4,167.46</b>

\* F - FPL OWNS & MAINTAINS E - CUSTOMER OWNS & MAINTAINS R - CUSTOMER OWNS, FPL RELAMPS  
 H - FPL OWNS & MAINTAINS FIXTURE, CUST OWNS OTHER



## Rock Solid Plumbing/Bath Planet

Sampson Creek CDD  
219 St Johns Golf Dr  
St. Augustine, FL 32092

☎ (904) 803-2763  
✉ Mrousseau@rmsnf.com

INVOICE	#13732-3
SERVICE DATE	Aug 28, 2023
DUE	Upon receipt
AMOUNT DUE	<b>\$305.00</b>

### CONTACT US

2410 Lucy Branch Ave, 1  
Orange Park, FL 32073

☎ (904) 531-9451  
✉ info@rocksolidjax.com

Service completed by: Alex Heck

### INVOICE

Services	qty	unit price	amount
Change out cartridges	1.0	\$305.00	\$305.00
<b>Total</b>			<b>\$305.00</b>

Thank you for trusting us as your partner; we appreciate your support and can't wait for the opportunity to serve you again.

STOPPAGES ARE NOT WARRANTIED MORE THAN 24 HRS WHEN JOB IS COMPLETED

Estimates are valid for 30 days from the time they are sent

A 1% late fee will be assessed each 30 days for any unpaid balances

*Approved 8/31/2023  
Marc J. Rousseau  
001 320 57200 54502 Repairs/Replacements – Amenity*





PO BOX 489  
NEWARK, NJ 07101-0489

00282076  
N108  
SAMPSON CREEK  
475 W TOWN PL STE 114  
SAINT AUGUSTINE, FL 32092-3649

Manage Your Account	Account Number	Date Due
b2b.verizonwireless.com	442199298-00001	09/15/23
Change your address at <a href="http://sso.verizonenterprise.com">http://sso.verizonenterprise.com</a>	Invoice Number	9942740155

### Quick Bill Summary

Jul 24 - Aug 23

Previous Balance <i>(see back for details)</i>	\$36.07
Payment - Thank You	-\$36.07
<b>Balance Forward</b>	<b>\$0.00</b>
Monthly Charges	\$36.05
Surcharges and Other Charges & Credits	\$0.02
Taxes, Governmental Surcharges & Fees	\$0.00
<b>Total Current Charges</b>	<b>\$36.07</b>

**Total Charges Due by September 15, 2023 \$36.07**



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 August 23, 2023  
Account Number 442199298-00001  
Invoice Number 9942740155

**Total Amount Due by September 15, 2023**

Make check payable to Verizon Wireless.  
Please return this remit slip with payment.

**\$36.07**

\$   .

PO BOX 16810  
NEWARK, NJ 07101-6810



99427401550104421992980000100000003607000000036075



Invoice Number Account Number Date Due Page  
 9942740155 442199298-00001 09/15/23 2 of 5

Get Minutes Used	Get Data Used	Get Balance
#MIN + SEND	#DATA + SEND	#BAL + SEND

**Payments**

**Payments, continued**

<b>Previous Balance</b>	<b>\$36.07</b>
<b>Payment - Thank You</b>	
Payment Received 08/16/23	-36.07
<b>Total Payments</b>	<b>-\$36.07</b>
<b>Balance Forward</b>	<b>\$ .00</b>

COLR700A 1154 5011 125 07 20230826 PG 1 OF 3  
 00262076 46321365.3 0-1



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

9942740155    442199298-00001    09/15/23    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	--	--	--	--	--	--
<b>Total Current Charges</b>		<b>\$36.05</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.02</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$36.07</b>						







## 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	08/24 - 09/23	36.05
		<b>\$36.05</b>

### Surcharges

Regulatory Charge		.02
		<b>\$.02</b>

**Total Current Charges for 904-466-3018** **\$36.07**

## 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.**

### Regulatory Charge Increase

"Effective September 1, 2023, the monthly Verizon Wireless Regulatory Charge for voice-capable devices will increase from \$0.09 to \$0.16 per line. The charge for data-only devices remains at \$0.02 per line. Please note that this is a Verizon Wireless charge, not a tax. This charge, and what's included, are subject to change from time to time. For further information regarding this charge, review the "Explanation of Surcharges" section of this bill."

COLR700A 1154 5011 125 07 20230826 PG 3 OF 3  
00282076 48321365.3 0-1





152 Lipizzan Trail  
Saint Augustine, FL 32095  
clayton@cbussenterprises.com  
www.cbussenterprises.com



Estimate 1137

**ADDRESS**  
St. Johns Golf and Country Club  
219 St Johns Golf Dr.  
Saint Augustine, FL 32092

**SHIP TO**  
St. Johns Golf and Country Club  
219 St Johns Golf Dr.  
Saint Augustine, FL 32092

DATE  
07/28/2023

TOTAL  
\$7,674.22

**P.O. NUMBER**  
MAIN POOL

DATE	ACTIVITY	DESCRIPTION	QTY	RATE	AMOUNT
07/28/2023	<b>CAT 4000</b>	PH/ORP CONTROLLER W/ WI-FI: PROFESSIONAL PACKAGE	1	7,424.22	7,424.22
07/28/2023	<b>LABOR</b>	INSTALLATION: PER HOUR	2	125.00	250.00

*Pool Maintenance  
320572045200  
⓪*

TOTAL **\$7,674.22**

THANK YOU.

Accepted By

Accepted Date

152 Lipizzan Trail  
Saint Augustine, FL 32095  
clayton@cbussenterprises.com  
www.cbussenterprises.com



Estimate 1136

**ADDRESS**  
St. Johns Golf and Country Club  
219 St Johns Golf Dr.  
Saint Augustine, FL 32092

**SHIP TO**  
St. Johns Golf and Country Club  
219 St Johns Golf Dr.  
Saint Augustine, FL 32092

DATE  
07/28/2023

TOTAL  
\$1,675.52

**P.O. NUMBER**  
SPLASH PAD

DATE	ACTIVITY	DESCRIPTION	QTY	RATE	AMOUNT
07/28/2023	<del>STENNER 45M5</del>	120V 50GPD 25 PSI .25" ADJ 1-HEAD CLASSIC PUMP	1	712.76	712.76
07/28/2023	<del>STENNER 45M2</del>	120V 10GPD 25PSI .25" ADJ 1-HEAD CLASSIC PUMP	1	712.76	712.76
07/28/2023	<b>LABOR</b>	PER HOUR	2	125.00	250.00

320 57200 45200  
Pool maintenance

TOTAL \$1,675.52

THANK YOU.

Accepted By

Accepted Date

152 Lipizzan Trail  
 Saint Augustine, FL 32095  
 clayton@cbussenterprises.com  
 www.cbussenterprises.com



Invoice 986 9-6

**BILL TO**  
 St. Johns Golf and Country Club  
 219 St Johns Golf Dr.  
 Saint Augustine, FL 32092

**SHIP TO**  
 St. Johns Golf and Country Club  
 219 St Johns Golf Dr.  
 Saint Augustine, FL 32092

DATE 08/28/2023	PLEASE PAY <b>\$4,924.25</b>	DUE DATE 09/01/2023
--------------------	---------------------------------	------------------------

DATE	ACTIVITY	DESCRIPTION	QTY	RATE	AMOUNT
08/04/2023	<b>POOL SERVICE</b>	CODE BROWN	1	225.00	225.00
08/28/2023	<b>TRICHLOR</b>	PER LB	171	7.85	1,342.35
08/28/2023	<b>LIQUID BLEACH</b>	PER GAL	310	4.49	1,391.90
08/28/2023	<b>SODA ASH</b>	PER LB	50	1.40	70.00
08/28/2023	<b>CAL HYPO</b>	PER LB	10	4.50	45.00
09/01/2023	<b>POOL SERVICE</b>	SEPTEMBER POOL SERVICE	1	1,850.00	1,850.00

SUBTOTAL	4,924.25
TAX	0.00
TOTAL	4,924.25

*Pool Maintenance  
 320 57200 45200*

*(e)*

<b>TOTAL DUE</b>	<b>\$4,924.25</b>
------------------	-------------------

THANK YOU.



# INVOICE

Central Security Agency  
2131 A State Road 16  
St Augustine, FL 32084

billing@centsec.us  
904-458-5555  
www.centsec.us



## Sampson Creek Community Development District

<b>Bill to</b> Sampson Creek Community Development District 219 Saint Johns Golf Dr Saint Augustine, FL 320921053 USA	<b>Ship to</b> Sampson Creek Community Development District 219 Saint Johns Golf Dr Saint Augustine, FL 320921053 USA
--	--

### Invoice details

Invoice no.: 19-1148  
Terms: Net 20  
Invoice date: 09/02/2023  
Due date: 09/22/2023

Product or service		Amount
1. <b>Sampson Creek Officer</b> August Week 1	40 units × \$32.00	\$1,280.00
2. <b>Sampson Creek Officer</b> August Week 2	40 units × \$32.00	\$1,280.00
3. <b>Sampson Creek Officer</b> August Week 3	40 units × \$32.00	\$1,280.00
4. <b>Sampson Creek Officer</b> August Week 4	40 units × \$32.00	\$1,280.00
5. <b>Sampson Creek Officer</b> August Week 5	24 units × \$32.00	\$768.00
6. <b>Sampson Creek Patrol Vehicle</b> Monthly Direct Billed	1 unit × \$500.00	\$500.00
7. <b>Fuel Charge</b>	1 unit × \$58.00	\$58.00

**Total** **\$6,446.00**

### Ways to pay

BANK

Note to customer

Thanks for choosing us as your security provider. We greatly appreciate the opportunity.

FEIN #46-3475536

Pay invoice

**Invoice 19-1148 from CENTRAL SECURITY AGENCY**

1 message

Central Security Agency <quickbooks@notification.intuit.com>

Sat, Sep 2, 2023 at 12:28 PM

Reply-To: billing@centsec.us

To: SJGCCmanager@rmsnf.com, shenning@gmsff.com



**Your invoice is ready!**

Total \$6,446.00

BALANCE DUE

**\$6,446.00**

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

*Security-Guards  
320 572 00 34501*

Pay invoice

BANK



9-10

SVC/BILLING QUESTIONS : (904)562-7000  
 FAX : (904)562-7020  
 PAYMENT INQUIRY : (972)996-7923  
 ROUTE # : LOC #0292 ROUTE 0009 T026

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 # : 5173580955  
 DATE : 08/31/2023  
 PO # : N/A  
 STORE # :  
 CUSTOMER # : 10552255  
 PAYER # : 10552255  
 SVC ORDER # : 8035208260  
 CREDIT TERMS : NET 30 DAYS

MATERIAL #	DESCRIPTION	QTY	UNIT PRICE	EXT PRICE	TAX
<b>5150417</b>	<b>OFFICE 02635588</b>				
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
132	BBP KIT CHECKED	1	\$0.00	\$0.00	N
43729	X-LONG BANDAGE MEDIUM	1	\$16.30	\$16.30	N
44269	ELASTIC STRIP MEDIUM	1	\$16.30	\$16.30	N
50430	ALCOHOL SWABS SMALL	1	\$7.58	\$7.58	N
55555	HARD SURFACE DISINFEC SVC	1	\$10.45	\$10.45	N
61029	ANTISEPTIC PUMP 2 OZ	1	\$17.33	\$17.33	N
	<b>COMPONENT SUBTOTAL :</b>			<b>\$67.96</b>	
<b>17631113</b>	<b>FITNESS AX22K141422</b>				
110	SERVICE ACKNOWLEDGEMENT	1	\$0.00	\$0.00	N
160	AED CHECKED (NO CHARGE)	1	\$0.00	\$0.00	N
564462	AED BATTERY CHECKED	1	\$0.00	\$0.00	N
564463	AED PADS CHECKED	1	\$0.00	\$0.00	N
	<b>COMPONENT SUBTOTAL :</b>			<b>\$0.00</b>	
<b>17631116</b>	<b>OFFICE HALLWAY AX22K142978</b>				
110	SERVICE ACKNOWLEDGEMENT	1	\$0.00	\$0.00	N
160	AED CHECKED (NO CHARGE)	1	\$0.00	\$0.00	N
564462	AED BATTERY CHECKED	1	\$0.00	\$0.00	N
564463	AED PADS CHECKED	1	\$0.00	\$0.00	N
	<b>COMPONENT SUBTOTAL :</b>			<b>\$0.00</b>	
<b>999900999</b>	<b>Other</b>				
400	SERVICE CHARGE	1	\$20.95	\$20.95	N

REMIT TO: CINTAS  
 P.O. Box 631025  
 CINCINNATI, OH 45263-1025

SUB-TOTAL : \$88.91  
 TAX : \$0.00  
 TOTAL : \$88.91

*Supplied*  
 320 57200 54600

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

NAME (please print clearly): \_\_\_\_\_

Thank you for your business. It's been our pleasure to serve you and get you **Ready for the Workday®**.

# 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		\$350.09
Payment - thank you	Jul 22	-\$350.09
<b>Balance forward</b>		<b>\$0.00</b>
Regular monthly charges	Page 3	\$345.55
Taxes, fees and other charges	Page 3	\$5.30
<b>New charges</b>		<b>\$350.85</b>
<b>Amount due Aug 18, 2023</b>		<b>\$350.85</b>

### Your bill explained

- TV Update: On August 15, 2023, SEC Network Alternate (SEC Network Overflow) will cease operations.
- This page gives you a quick summary of your monthly bill. A detailed breakdown of your charges begins on page 3.
- Any payments received or account activity after Jul 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).

### Need help?

Visit [business.comcast.com/help](https://business.comcast.com/help) or see page 2 for other ways to contact us.

001.320.57200.41000  
\$350.85  
August 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



1100 NORTHPOINT PKWY W PALM  
BCH FL 33407-1937

OFFICE SAMPSON CREEK CDD  
C/O HOME OFC  
5385 N NOB HILL RD  
SUNRISE, FL 33351-4761

Account number

**8495 74 140 1110618**

Payment due

**Aug 18, 2023**

**Please pay**

**\$350.85**

Amount enclosed

\$

Make checks payable to Comcast  
Do not send cash

Send payment to

COMCAST  
PO BOX 71211  
CHARLOTTE NC 28272-1211

849574140111061800350850

## 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](https://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](https://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](https://support.xfinity.com/accessibility), email [accessibility@comcast.com](mailto: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](https://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](https://business.comcast.com/myaccount) to get started.

## Additional billing information

### More ways to pay:



#### Online

Visit My Account at [business.comcast.com/myaccount](https://business.comcast.com/myaccount)



#### By App

Download the Comcast Business App




#### In-Store

Visit [business.comcast.com/servicecenter](https://business.comcast.com/servicecenter) to find a store near you



**Regular monthly charges \$345.55**

<b>Comcast Business</b>	<b>\$264.85</b>
<b>Packaged services</b>	<b>\$284.00</b>
 Data, Voice, Access Package, Includes: Business Internet Performance, 1 Mobility Voice Line, SecurityEdge, and Wifi Pro Expanded Coverage.	\$259.00
Mobility Voice Line Business Voice.	\$44.95
Voice Credit	-\$19.95
<b>Discounts</b>	<b>-\$109.00</b>
Bundle Discount	-\$109.00
<b>Comcast Business services</b>	<b>\$89.85</b>
TV Select Business Video.	\$39.95
Music Choice	\$29.95
Static IP - 1	\$19.95

**Equipment & services \$39.90**

TV Box + Remote	\$9.95
Equipment Fee Voice and Wifi Pro Expanded Coverage	\$29.95

**Service fees \$40.80**

Directory Listing Management Fee	\$5.00
Voice Network Investment	\$5.00
Broadcast TV Fee	\$30.80

**Taxes, fees and other charges \$5.30**

**Other charges \$5.30**

Regulatory Cost Recovery	\$2.20
Federal Universal Service Fund	\$3.10

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.

**TV Update:** Effective September 26, 2023, INSP will move from Standard to Sports & Entertainment Pack.

**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.

# 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		\$350.85
Payments		\$0.00
Credits	Page 3	-\$1.00
<b>Balance forward due now</b>		<b>\$349.85</b>
Regular monthly charges	Page 3	\$345.55
Taxes, fees and other charges	Page 3	\$3.85
<b>New charges due Sep 18, 2023</b>		<b>\$349.40</b>
<b>Amount due</b>		<b>\$699.25</b>

### Your bill explained

- Taxes, fees & other charges have decreased by \$1.45 on your account as a result of changes to your services.
- Any payments received or account activity after Aug 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.

**! 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.

001.320.57200.41000  
 \$349.40  
 September 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**  
 1100 NORTHPOINT PKWY W PALM  
 BCH FL 33407-1937  
  
 OFFICE SAMPSON CREEK CDD  
 C/O HOME OFC  
 5385 N NOB HILL RD  
 SUNRISE, FL 33351-4761

Account number	<b>8495 74 140 1110618</b>
Balance forward due now	<b>\$349.85</b>
New charges due Sep 18, 2023	\$349.40
<b>Please pay</b>	<b>\$699.25</b>
Amount enclosed	\$

Make checks payable to Comcast  
 Do not send cash

Send payment to  
 COMCAST  
 PO BOX 71211  
 CHARLOTTE NC 28272-1211

849574140111061800699256

## Download the Comcast Business App

Business is always moving. Our app was built for this. Manage your account anytime, anywhere with the Comcast Business App – the easy way to manage your services on the go.

- Manage your account details
- Pay your bill and customize billing options
- View upcoming appointments

Scan the QR Code with your phone or mobile device to get started.



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### Call us anytime

800-391-3000  
Open 24 hours, 7 days a week for billing and technical support

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We can help ensure it's a smooth transition. Visit [business.comcast.com/learn/moving](https://business.comcast.com/learn/moving) to learn more.

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## Ways to pay



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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](https://business.comcast.com/myaccount) to get started.

## Additional billing information

### More ways to pay:



#### Online

Visit My Account at [business.comcast.com/myaccount](https://business.comcast.com/myaccount)



#### By App

Download the Comcast Business App



#### In-Store

Visit [business.comcast.com/servicecenter](https://business.comcast.com/servicecenter) to find a store near you



**Balance forward \$349.85**

**Previous balance \$350.85**


**Credits -\$1.00**

Mobility Voice Line - Adjustment Aug 10 -\$1.00

**Regular monthly charges \$345.55**

**Comcast Business \$264.85**

**Packaged services \$284.00**

 Data, Voice, Access \$259.00  
Package, Includes: Business Internet Performance, 1 Mobility Voice Line, SecurityEdge, and Wifi Pro Expanded Coverage.

Mobility Voice Line Business Voice. \$44.95

Voice Credit -\$19.95

**Discounts -\$109.00**

Bundle Discount -\$109.00

**Comcast Business services \$89.85**

TV Select Business Video. \$39.95

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 \$40.80**

Directory Listing Management Fee \$5.00

Voice Network Investment \$5.00

Broadcast TV Fee \$30.80

**Taxes, fees and other charges \$3.85**

**Other charges \$3.85**

Regulatory Cost Recovery \$2.08

Federal Universal Service Fund \$1.77

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.

**Pricing Update:** Beginning 11/1/23, the fee to reactivate your TV, Internet, Voice and/or Smart Office Camera Monitoring service will change from \$6 per service to a flat fee of \$12 regardless of the number of services being reactivated. Additional fees may still apply to any on-site technician visits.

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.

**Parental Controls:** With parental controls, you can choose and manage the programming that is right for your family. Learn more at: [business.comcast.com/support/article/tv/x1-parental-controls-safe-browse](https://business.comcast.com/support/article/tv/x1-parental-controls-safe-browse).

**TV Update:** Effective September 26, 2023, INSP will move from Standard to Sports & Entertainment Pack.

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Gmail

001.320.57200.54502 \$596.60

SJGCC manager <sjgccmanager@rmsnf.com>

---

**Re: Order ready to ship**

2 messages

**Jen Hayes** <jenwirth@aol.com>

Wed, Sep 6, 2023 at 11:03 AM

To: Joann Sweet <joann@fiberliteumbrellas.com>, "riversidemaintenance@gmail.com" <riversidemaintenance@gmail.com>, St Johns Golf/Sampson Creek CDD <sjgccmanager@rmsnf.com>

Think this should be going to SJGCC management company/

On Wednesday, September 6, 2023 at 10:57:00 AM EDT, Joann Sweet <joann@fiberliteumbrellas.com> wrote:

Good morning Jennifer,

Your order is ready; However, we need to collect the balance of \$596.60 before we can ship it.

Thank you,  
Carla

--



**Please Note:** Due to the Global Pandemic we are experiencing labor shortages, raw material shortages and disruptions in supply chains world wide. Global production for factories world wide has been significantly affected. Lead times are now approximate only. All orders are subject to delay. **We appreciate your business and understanding**

Joann Sweet  
Fiberlite Umbrellas, Inc  
PO Box 600040  
Jacksonville, FL 32260-0040  
800-350-6615  
954-605-5115 cell

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**Joann Sweet** <joann@fiberliteumbrellas.com>

Wed, Sep 6, 2023 at 11:15 AM

To: sjgccmanager@rmsnf.com

Can we get payment for balance of this order so it can be ship.

[Quoted text hidden]



96

# INVOICE

DATE: 08/24/2023  
 DUE DATE: 09/23/2023  
 INVOICE # 5738-1

Fitness Machine Technicians of Jacksonville  
 7251 Salisbury Rd Suite 4  
 Jacksonville, FL, 32256  
 Phone: 904-478-0072  
 Email: chood@fitnessmachinetechicians.com

**SENT**

### BILL TO:

Leah Tincher  
 219 Saint Johns Golf Drive  
 St. Augustine, FL 32092, United States

### SERVICE TO:

Leah Tincher  
 219 Saint Johns Golf Drive  
 St. Augustine, FL 32092, United States

ITEM	DESCRIPTION	QTY	PRICE PER	UNIT	AMOUNT	TAX
PM Service	Preventive Maintenance Service	1.00	\$295.00	Item	\$295.00	N

SUBTOTAL \$295.00  
 TAX RATE\* 0.0000%  
 TAX \$0.00  
 OTHER -  
**TOTAL \$295.00**  
 PAID \$0.00  
 BALANCE \$295.00

**MEMO**  
 Fitness Center PM Service  
 Work Order #5738-1, 08/24/2023 12:00 PM, 08/24/2023 02:00 PM, Josh Hood

**TERMS & CONDITIONS**  
 Payment due at time of service unless agreed upon otherwise by a contract.  
 Warranty for new parts and new parts installation is 30 days. General service for equipment lubrication, adjustments and cleaning are not warranty items.

Repairs + Maintenance  
 320 57200 54500

**Governmental Management Services, LLC**

1001 Bradford Way  
Kingston, TN 37763

**Invoice**

**Invoice #:** 398  
**Invoice Date:** 9/1/23  
**Due Date:** 9/1/23  
**Case:**  
**P.O. Number:**

**Bill To:**

Sampson Creek CDD  
475 West Town Place  
Suite 114  
St. Augustine, FL 32092

Description	Hours/Qty	Rate	Amount
Management Fees -September 2023		4,690.50	4,690.50
Information Technology - September 2023		83.33	83.33
Dissemination Agent Services - September 2023		166.67	166.67
Postage		18.95	18.95
Copies		85.95	85.95
Telephone		12.65	12.65
<b>Total</b>			<b>\$5,058.05</b>
<b>Payments/Credits</b>			<b>\$0.00</b>
<b>Balance Due</b>			<b>\$5,058.05</b>

9-6



SJGCC manager <sjgccmanager@rmsnf.com>

### Invoice for strip& wax

1 message

**Darryl Hall** <d.hall126@yahoo.com>  
To: Leah Tincher <sjgccmanager@rmsnf.com>

Sun, Aug 27, 2023 at 9:45 PM

Date: 8/26/23      Invoice #: 00800023

Darryl Hall  
168 Prince Phillip Dr.  
St. Augustine, FL. 32092

Bill To:  
Leah Tincher  
Sampson Creek C.D.D,  
St. Augustine, Fl. 32092

Description	Terms
Strip & wax men's & women's bathroom floors	Due upon receipt

Total due \$625.00

*Sanitorial cleaning*  
*320 572 00 54300*

Thank you,  
Darryl Hall



**Clean windows**

1 message

**Darryl Hall** <d.hall126@yahoo.com>

Mon, Sep 4, 2023 at 4:11 PM

To: Leah Tincher <sjgccmanager@rmsnf.com>

Date 9/5/23 Invoice # 00900023

Darryl Hall  
168 Prince Phillip Drive  
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 Due
Clean windows aerobic room and gym.	on receipt	\$250.00

Thank you,  
Darryl Hall

*Sanitorial Cleaning*

*320 57200 45300*

*(Signature)*



5021 Stepp Avenue  
 Jacksonville, FL 32216  
 Phone (904) 737-3511

# INVOICE

9-6

Invoice Date	Invoice #
8/22/2023	131436
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
X064547	Due Upon Receipt	08/22/2023	

Quantity	Item / Description	Unit Price	Amount
1.00	Tech Rate	150.00	150.00
1.00	Trip Charge	75.00	75.00
1.00	Equipment lost power, APC Bettery backup off. Powered up, verified device status. Likely caused by outage that lasted longer than battery capacity. Access control panel - Symetry - women's restroom locked in the middle of the schedule yesterday (8/15). Controller not responding to commands, restarted controller, restarted PC, set reader group to "return to schedule". Doors auto unlocked. Women't restormm maglock disabled by Mark	0.00	0.00
<div style="font-size: 24px; font-family: cursive;">320 57200 54500</div> <div style="font-size: 24px; font-family: cursive;">Repairs + Maintenance</div>			



Sub-Total	225.00
Tax	0.00
<b>Total Invoice Amount</b>	<b>225.00</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

August 31, 2023

**Check Remit To:**

Kutak Rock LLP

PO Box 30057

Omaha, NE 68103-1157

**ACH/Wire Transfer Remit To:**

ABA #104000016

First National Bank of Omaha

Kutak Rock LLP

A/C # 24690470

Reference: Invoice No. 3268526

Client Matter No. 17923-1

Notification Email: eftgroup@kutakrock.com

Mr. Jim Oliver  
Sampson Creek CDD  
Governmental Management Services – St. Augustine  
Suite 114  
475 West Town Place  
Orlando, FL 32817

Invoice No. 3268526

17923-1

Re: General

For Professional Legal Services Rendered

07/04/23	W. Haber	0.20	39.00	Confer with Laughlin regarding amenity rental policy
07/07/23	K. Jusevitch	0.60	63.00	Prepare air conditioning installation agreement; confer with Haber
07/10/23	W. Haber	0.30	58.50	Review and revise agreement for AC installation and maintenance
07/10/23	K. Jusevitch	0.30	31.50	Update air conditioning agreement and confer with Haber
07/11/23	W. Haber	0.50	97.50	Prepare for and participate in call to discuss July meeting
07/20/23	W. Haber	4.80	936.00	Prepare for and participate in Board meeting
07/24/23	W. Haber	0.30	58.50	Review and respond to correspondence regarding agreement for AC installation; revise agreement
07/25/23	W. Haber	0.80	156.00	Prepare license agreement; confer with Laughlin regarding same
07/27/23	K. Jusevitch	0.20	21.00	Prepare budget hearing documents and correspond with district manager

**KUTAK ROCK LLP**

Sampson Creek CDD  
August 31, 2023  
Client Matter No. 17923-1  
Invoice No. 3268526  
Page 2

07/31/23	W. Haber	0.50	97.50	Review correspondence and updated easement from golf course; confer with Laughlin regarding same
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TOTAL HOURS 8.50

TOTAL FOR SERVICES RENDERED \$1,558.50

DISBURSEMENTS

Meals	9.57
Travel Expenses	132.32

TOTAL DISBURSEMENTS 141.89

TOTAL CURRENT AMOUNT DUE \$1,700.39

001.310.51300.31500



**Riverside Management Services, Inc**


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

**Invoice**

**Invoice #:** 393  
**Invoice Date:** 9/1/2023  
**Due Date:** 9/1/2023  
**Case:**  
**P.O. Number:**

**Bill To:**

Sampson Creek CDD  
475 West Town Place  
Suite 114  
St. Augustine, FL 32092

Description	Hours/Qty	Rate	Amount
1.320.54100.34000- Contract Administration - September 2023		3,750.00	3,750.00
1.320.57200.34700- Facility Management - Sampson Creek - September 2023		6,005.33	6,005.33
 9-6-23			

<b>Total</b>	<b>\$9,755.33</b>
<b>Payments/Credits</b>	<b>\$0.00</b>
<b>Balance Due</b>	<b>\$9,755.33</b>

CK#2145	\$ 894.70
CK#2146	\$ 494.70
CK#2147	\$ 750.00
CK#2148	\$ 350.00
CK#2149	\$ 3,450.00
CK#2150	\$ 300.00
CK#2153	\$ 440.00
CK#2154	\$ 150.00
CK#2155	\$ 450.00
CK#2162	\$ 752.50
CK#2168	\$ 450.00
CK#2171	\$ 989.40
CK#2183	\$ 7,000.00
CK#2184	\$ 4,125.00
CK#2185	\$ 4,750.00
	<u><b>\$ 25,346.30</b></u>

V#160 001.300.10100.10100  
SAMPSON CREEK CDD

**REIMBURSE-PURCHASES FOR EVENTS, SUPPLIES AND R&M**

AP300R  
 \*\*\* CHECK NOS. 000247-050000

YEAR-TO-DATE ACCOUNTS PAYABLE PREPAID/COMPUTER CHECK REGISTER  
 SAMPSON CREEK - CAPITAL RESERV  
 BANK B SAMPSON CREEK CDD

RUN 9/12/23

PAGE 1

CHECK DATE	VEND#	.....INVOICE..... DATE INVOICE	...EXPENSED TO... YRMO DPT ACCT# SUB SUBCLASS	VENDOR NAME	STATUS	AMOUNT	....CHECK..... AMOUNT #
8/17/23	00095	8/15/23 S68456	202308 600-53800-60000	5 TON GOODMAN UNIT	*	8,762.00	
		8/16/23 S68506	202308 600-53800-60000	INSTALL COPPER LINE SET	*	3,920.00	
							12,682.00 000247
-----							
8/17/23	00092	8/07/23 2109	202308 600-53800-60000	SVCS-08/23	*	4,445.00	
							4,445.00 000248
-----							
						TOTAL FOR BANK B	17,127.00
						TOTAL FOR REGISTER	17,127.00

SAMC SAMPSON CREEK SHENNING







Shade America, Inc.  
3604 Harbor Drive  
Saint Augustine, FL 32084  
US  
(904)217-0516  
sholton.shadeamerica@outlook.com  
http://www.shadeamerica.com



Invoice 2109

**BILL TO**

Mark Rousseau  
St John's Golf and Country  
Club

DATE  
08/07/2023

PLEASE PAY  
**\$4,445.00**

DUE DATE  
08/07/2023

DESCRIPTION	QTY	RATE	AMOUNT
<b>Materials &amp; Installation</b> Supply and Installation of a Replacement Shade Fabric on existing frame. Including all labor and equipment.	1	10,890.00	10,890.00
<b>Payment</b> Less 50% Deposit Received - Thank You!	1	-5,445.00	-5,445.00
<b>Discount</b> Less Courtesy Discount for Delays	1	-1,000.00	-1,000.00

TOTAL DUE

**\$4,445.00**

THANK YOU.

Approved 8/10/2023  
Marc J. Rousseau

034.600.53800.60000