

Lakeside Plantation

Community Development District

Patrick Lavoy, Chairman

Mary Martin, Vice Chairperson

Bonnie Benjamin, Assistant Secretary

Maria Chichelli, Assistant Secretary

Bud Sabol, Assistant Secretary

April 25, 2024

AGENDA

Lakeside Plantation Community Development District
AGENDA

Seat 3: Patrick Lavoy - C	
Seat 1: Mary Martin - VC	
Seat 5: Maria Chichelli - AS	
Seat 4: Bonnie Benjamin - AS	
Seat 2: Alan Sabol - AS	

Thursday
April 25, 2024
6:00 p.m.

Lakeside Plantation Clubhouse
2800 Plantation Blvd.
North Port, FL 34289
Zoom Link: https://us06web.zoom.us/j/2098354607
Meeting ID: 209 835 4607
Passcode: q8H0Vc
Zoom Phone #: 929-205-6099

Audit Committee Meeting

I. Roll Call

II. Audience Comments on Specific Items on the Audit Committee Agenda

III. Review & Ranking of Audit Proposals
   A. Berger, Toombs, Elam, Gaines & Frank
   B. DiBartolomeo, McBee, Hartley & Barnes
   C. Grau & Associates

IV. Acceptance of Minutes of the March 20, 2024 Audit Committee Meeting

V. Other Business

VI. Adjournment

Board of Supervisors Meeting

I. Roll Call

II. Pledge of Allegiance

III. Audience Comments on Specific Items on the Agenda (Audience Comments Limited to 3 Minutes per Person)

IV. District Engineer
   A. Consideration of Agreement with Lighthouse Engineering for District Engineering Services

V. Business Administration
   A. Approval of Minutes of the March 20, 2024 Meeting
   B. Approval of Check Register
   C. Balance Sheet & Income Statement
   D. Special Assessment Receipts Schedule

VI. New Business Items
A. Discussion of RFP for Amenity Services
1. Vesta Proposal

2. Review of GMS Administrative Oversight Proposal

B. Discussion of Agreement with WTS for Amenity Services

C. Consideration of Reimbursement
1. Pat Lavoy - $500

2. John Whitman - $196.78

D. Report of Audit Committee

E. Consideration of Resolution 2024-05 Authorizing Disposition of Surplus Tangible Personal Property

F. Discussion of Landscape Agreement with Villas II – *Supervisor LaVoy*

G. Liaison Reports
1. Superisor Chichelli (Landscape)

2. Superisor Sabol (Aquatics)
i. Solitude Erosion Repair Proposal

3. Supervisor Lavoy (District Maintenance Items)

4. Supervisor Martin (Clubhouse & Facilities)

5. Supervisor Lavoy (Pool & Courts)

VII. General Audience Comments

VIII. Staff Reports
A. Attorney

B. District Manager
1. Report on the Number of Registered Voters – 832

2. Filing of Form 1 – https://disclosure.floridaethics.gov

3. Mandatory Training Course in Ethics Law, Sunshine Law & Public Records Law for Board Members

C. Amenity Manager
1. Report *(to be provided under separate cover)*

2. Consideration of Proposal from Sergeant's Electric for Electric Panels

3. Consideration of Proposal from Fast Signs - **ADDED**

IX. Supervisors Requests

X. Next Regularly Scheduled Board Meeting is **May 15, 2024, at 6:00 p.m.** at Lakeside Plantation Clubhouse

XI. Adjournment

Meetings are open to the public and may be continued to a time, date and place certain. For more information regarding this CDD please visit the website: http://lakesideplantationcdd.com

AUDIT COMMITTEE MEETING

SECTION III

SECTION A

LAKESIDE PLANTATION
COMMUNITY DEVELOPMENT DISTRICT

PROPOSAL FOR AUDIT SERVICES

PROPOSED BY:

Berger, Toombs, Elam, Gaines & Frank

CERTIFIED PUBLIC ACCOUNTANTS, PL

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600 Citrus Avenue, Suite 200
Fort Pierce, Florida 34950

(772) 461-6120

CONTACT PERSON:

J. W. Gaines, CPA, Director

DATE OF PROPOSAL:

April 17, 2024

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Berger, Toombs, Elam,
Gaines & Frank

Certified Public Accountants PL

600 Citrus Avenue
Suite 200
Fort Pierce, Florida 34950

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

April 17, 2024

Lakeside Plantation Community Development District
Governmental Management Services
4530 Eagle Falls Place
Tampa, FL 33619

Dear District Manager:

Thank you very much for the opportunity to present our professional credentials to provide audit services for Lakeside Plantation Community Development District.

Berger, Toombs, Elam, Gaines & Frank, Certified Public Accountants, PL has assembled a team of governmental and nonprofit specialists second to none to serve our clients. Our firm has the necessary qualifications and experience to serve as the independent auditors for Lakeside Plantation Community Development District. We will provide you with top quality, responsive service.

Experience

Berger, Toombs, Elam, Gaines & Frank, Certified Public Accountants, PL is a recognized leader in providing services to governmental and nonprofit agencies throughout Florida. We have been the independent auditors for a number of local governmental agencies and through our experience in performing their audits, we have been able to increase our audit efficiency and; therefore, reduce costs. We have continually passed this cost savings on to our clients and will continue to do so in the future. As a result of our experience and expertise, we have developed an effective and efficient audit approach designed to meet or exceed the performance specifications in accordance with auditing standards generally accepted in the United States of America, the standards applicable to financial audits contained in Government Auditing Standards, issued by the Comptroller General of the United States, and the standards for financial and compliance audits. We will conduct the audit in accordance with auditing standards generally accepted in the United States of America; "Government Auditing Standards" issued by the Comptroller General of the United States; the provisions of the Single Audit Act, Subpart F of Title 2 US Code of Federal Regulations (CFR) Part 200, *Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards*, with minimal disruption to your operations. Our firm has frequent technical updates to keep our personnel informed and up-to-date on all changes that are occurring within the industry.

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

Lakeside Plantation Community Development District
April 17, 2024

Our firm is a member of the Government Audit Quality Center, an organization dedicated to improving government audit quality. We also utilize the audit program software of a nationally recognized CPA firm to assure us that we are up to date with all auditing standards and to assist us maintain maximum audit efficiencies.

To facilitate your evaluation of our qualifications and experience, we have arranged this proposal to include a resume of our firm, including our available staff, our extensive prior governmental and nonprofit auditing experience and clients to be contacted.

You need a firm that will provide an efficient, cost-effective, high-quality audit within critical time constraints. You need a firm with the prerequisite governmental and nonprofit experience to perform your audit according to stringent legal and regulatory requirements, a firm that understands the complex nature of community development districts and their unique compliance requirements. You need a firm with recognized governmental and nonprofit specialists within the finance and governmental communities. And, certainly, you need a firm that will provide you with valuable feedback to enhance your current and future operations. Berger, Toombs, Elam, Gaines & Frank, Certified Public Accountants, PL is that firm. J. W. Gaines is the person authorized to make representations for the firm.

Thank you again for the opportunity to submit this proposal to Lakeside Plantation Community Development District.

Very truly yours,

Berger Toombs Elam
Gaines & Frank

Berger, Toombs, Elam, Gaines & Frank
Certified Public Accountants PL
Fort Pierce, Florida

PROFILE OF THE PROPOSER

Description and History of Audit Firm

Berger, Toombs, Elam, Gaines & Frank, Certified Public Accountants, PL is a Treasure Coast public accounting firm, which qualifies as a small business firm, as established by the Small Business Administration (13 CFR 121.38), with offices in Fort Pierce and Stuart. We are a member of the Florida Institute of Certified Public Accountants and the American Institute of Certified Public Accountants. The firm was formed from the merger of Edwards, Berger, Harris & Company (originated in 1972) and McAlpin, Curtis & Associates (originated in 1949). J. W. Gaines and Associates (originated in 1979) merged with the firm in 2004. Our tremendous growth rate experienced over the last 69 years is directly attributable to the firm's unrelenting dedication to providing the highest quality, responsive professional services attainable to its clients.

We are a member of the Private Companies Practice Section (PCPS) of the American Institute of Certified Public Accountants (AICPA) to assure we meet the highest standards. Membership in this practice section requires that our firm meet more stringent standards than standard AICPA membership. These rigorous requirements include the requirement of a triennial peer review of our firm's auditing and accounting practice and annual Continuing Professional Education (CPE) for all accounting staff (whether CPA or non-CPA). For standard AICPA membership, only a quality review is required and only CPAs must meet CPE requirements.

We are also a member of the Government Audit Quality Center ("the Center") of the American Institute of Certified Public Accountants to assure the quality of our government audits. Membership in the Center, which is voluntary, requires our firm to comply with additional standards to promote the quality of government audits.

We have been extensively involved in serving local government entities with professional accounting, auditing and consulting services throughout the entire 69 year history of our firm. Our substantial experience over the years makes us uniquely qualified to provide accounting, auditing, and consulting services to these clients. We are a recognized leader in providing services to governmental and nonprofit agencies on the Treasure Coast and in Central and South Florida, with extensive experience in auditing community development districts and water control districts. We were the independent auditors of the City of Fort Pierce for over 37 years and currently, we are the independent auditors for St. Lucie County since 2002, and for 34 of the 38 years that the county has been audited by CPA firms. Additionally, we have performed audits of the City of Stuart, the City of Vero Beach, Indian River County and Martin County. We also presently audit over 75 Community Development Districts throughout Florida.

Our firm was founded on the belief that we are better able to respond to our clients needs through education, experience, independence, quality control, and personal service. Our firm's commitment to quality is reflected in our endeavor of professional excellence via continuing education, the use of the latest computer technology, professional membership in PCPS and peer review.

We believe our approach to audit engagements, intelligence and innovation teamed with sound professional judgment enables us to explore new concepts while remaining sensitive to the fundamental need for practical solutions. We take pride in giving you the assurance that the personal assistance you receive comes from years of advanced training, technical experience and financial acumen.

Professional Staff Resources

Berger, Toombs, Elam, Gaines & Frank, Certified Public Accountants, PL has a total of 27 professional and administrative staff (including 12 professional staff with extensive experience servicing government entities). The work will be performed out of our Fort Pierce office with a proposed staff of one senior accountant and one or two staff accountants supervised by an audit manager and audit partner. With the exception of the directors of the firm's offices, the professional staff is not specifically assigned to any of our individual offices. The professional and administrative staff resources available to you through Berger, Toombs, Elam, Gaines & Frank, Certified Public Accountants, PL are as follows:

	Total
Partners/Directors (CPA's)	6
Managers (2 CPA's)	2
Senior/Supervisor Accountants (3 CPA's)	3
Staff Accountants (2 CPA)	11
Computer Specialist	1
Paraprofessional	7
Administrative	5
Total – all personnel	35

Following is a brief description of each employee classification:

Staff Accountant – Staff accountants work directly under the constant supervision of the auditor-in-charge and, are responsible for the various testing of documents, account analysis and any other duties as his/her supervisor believes appropriate. Minimum qualification for a staff accountant is graduation from an accredited university or college with a degree in accounting or equivalent.

Senior Accountant – A senior accountant must possess all the qualifications of the staff accountant, in addition to being able to draft the necessary reports and financial statements, and supervise other staff accountants when necessary.

Managers – A manager must possess the qualifications of the senior accountant, plus be able to work without extensive supervision from the auditor-in-charge. The manager should be able to draft audit reports from start to finish and to supervise the audit team, if necessary.

Principal – A principal is a partner/director in training. He has been a manager for several years and possesses the technical skills to act as the auditor–in-charge. A principal has no financial interest in the firm.

Partner/Director – The director has extensive governmental auditing experience and acts as the auditor-in-charge. Directors have a financial interest in the firm.

Professional Staff Resources (Continued)

Independence – Independence of the public accounting firm, with respect to the audit client, is the foundation from which the public gains its trust in the opinion issued by the public accounting firm at the end of the audit process. This independence must be in appearance as well as in fact. The public must perceive that the accounting firm is independent of the audit entity to ensure that nothing would compromise the opinion issued by the public accounting firm. **Berger, Toombs, Elam, Gaines & Frank, Certified Public Accountants, PL** is independent of Lakeside Plantation Community Development District, including its elected officials and related parties, at the date of this proposal, as defined by the following rules, regulations, and standards:

AuSection 220 – Statements on Auditing Standards issued by the American Institute of Certified Public Accountants;

ET Sections 101 and 102 – Code of Professional Conduct of the American Institute of Certified Public Accountants;

Chapter 21A-1, Florida Administrative Code;

Section 473.315, Florida Statutes; and,

Government Auditing Standards, issued by the Comptroller General of the United States.

On an annual basis, all members of the firm are required to confirm, in writing, that they have no personal or financial relationships or holding that would impair their independence with regard to the firm's clients.

Independence is a hallmark of our profession. We encourage our staff to use professional judgment in situations where our independence could be impaired or the perception of a conflict of interest might exist. In the governmental sector, public perception is as important as professional standards. Therefore, the utmost care must be exercised by independent auditors in the performance of their duties.

Ability to Furnish the Required Services

As previously noted in the Profile of the Proposer section of this document, our firm has been in existence for over 74 years. We have provided audit services to some clients for over 30 years continually. Our firm is insured against physical loss through commercial insurance and we also carry liability insurance. The majority of our audit documentation is stored electronically, both on our office network and on each employee laptop or computer assigned to each specific job. Our office computer network is backed up on tape, so in the event of a total equipment loss, we can restore all data as soon as replacement equipment is acquired. In addition, our field laptop computers carry the same data and can be used in the event of emergency with virtually no delay in completing the required services.

ADDITIONAL SERVICES PROVIDED

Arbitrage Rebate Services

Berger, Toombs, Elam, Gaines & Frank, Certified Public Accountants, PL also provides arbitrage rebate compliance and related services to governmental issuers. The Tax Reform Act of 1986 requires issuers of most tax-exempt obligations to pay (i.e., "rebate") to the United States government any arbitrage profits. Arbitrage profits are earnings on the investment of bond proceeds and certain other monies in excess of what would have been earned had such monies been invested at a yield equal to the yield on the bonds.

Federal tax law requires that interim rebate calculations and payments are due at the end of every fifth bond year. Final payment is required upon redemption of the bonds. More frequent calculations may be deemed advisable by an issuer's auditor, trustee or bond counsel or to assure that accurate and current records are available. These more frequent requirements are usually contained in the Arbitrage or Rebate Certificate with respect to the bonds.

Our firm performs a comprehensive rebate analysis and includes the following:

- Verifying that the issue is subject to rebate;
- Calculating the bond yield;
- Identifying, and separately accounting for, all "Gross Proceeds" (as that term is defined in the Code) of the bond issue, including those requiring analysis due to "transferred proceeds" and/or "commingled funds" circumstances;
- Determining what general and/or elective options are available to Gross proceeds of the issue;
- Calculating the issue's excess investment earning (rebate liability), if any;
- Delivering appropriate documentation to support all calculations;
- Providing an executive summary identifying the methodology employed, major assumptions, conclusions, and any other recommendations for changes in recordkeeping and investment policies;
- Assisting as necessary in the event of an Internal Revenue Service inquiry; and,
- Consulting with issue staff, as necessary, regarding arbitrage related matters.

GOVERNMENTAL AUDITING EXPERIENCE

Berger, Toombs, Elam, Gaines & Frank, Certified Public Accountants, PL has been practicing public accounting in Florida for 69 years. Our success over the years has been the result of a strong commitment to providing personalized quality service to our clients.

The current members of our firm have performed audits of over 1,100 community development districts, and over 2,100 audits of municipalities, counties and other governmental entities such as the City of Fort Pierce and St. Lucie County.

Our firm provides a variety of accounting, auditing, tax litigation support, and consulting services. Some of the professional accounting, auditing and management consulting services that are provided by our firm are listed below:

- Performance of annual financial and compliance audits, including Single Audits of state and federal financial assistance programs, under the provisions of the Single Audit Act, Subpart F of Title 2 U.S. Code of Federal Regulations (CFR) Part 200, Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards (Uniform Guidance), with minimal disruptions to your operations;
- Performance of special compliance audits to ascertain compliance with the applicable local, state and federal laws and regulations;
- Issuance of comfort letters and consent letters in conjunction with the issuance of tax-exempt debt obligations, including compiling financial data and interim period financial statement reviews;
- Calculation of estimated and actual federal arbitrage rebates;
- Assistance in compiling historical financial data for first-time and supplemental submissions for GFOA Certificate of Achievement for Excellence in Financial Reporting;
- Preparation of indirect cost allocation systems in accordance with Federal and State regulatory requirements;
- Providing human resource and employee benefit consulting;
- Performance of automation feasibility studies and disaster recovery plans;
- Performance feasibility studies concerning major fixed asset acquisitions and utility plant expansion plans (including electric, water, pollution control, and sanitation utilities); and
- Assistance in litigation, including testimony in civil and criminal court.
- Assist clients who utilize QuickBooks software with their software needs. Our Certified QuickBooks Advisor has undergone extensive training through QuickBooks and has passed several exams to attain this Certification.

Continuing Professional Education

All members of the governmental audit staff of our firm, and audit team members assigned to this engagement, are in compliance with the Continuing Professional Education (CPE) requirements set forth in Government Auditing Standards issued by the Comptroller General of the United States. In addition, our firm is in compliance with the applicable provisions of the Florida Statutes that require CPA's to have met certain CPE requirements prior to proposing on governmental audit engagements.

GOVERNMENTAL AUDITING EXPERIENCE (CONTINUED)

The audit team has extensive experience in performing governmental audits and is exposed to intensive and continuing concentration on these types of audits. Due to the total number of governmental audits our team performs, each member of our governmental staff must understand and be able to perform several types of governmental audits. It is our objective to provide each professional employee fifty hours or more of comprehensive continuing professional education each year. This is accomplished through attending seminars throughout Florida and is reinforced through in-house training.

Our firm has made a steadfast commitment to professional education. Our active attendance and participation in continuing professional education is a major part of our objective to obtain the most recent knowledge on issues which are of importance to our clients. We are growing on the reputation for work that our firm is providing today.

Quality Control Program

Quality control requires continuing commitment to professional excellence. **Berger, Toombs, Elam, Gaines & Frank, Certified Public Accountants, PL** is formally dedicated to that commitment.

To ensure maintaining the standards of working excellence required by our firm, we joined the Private Companies Practice Section (PCPS) of the American Institute of Certified Public Accountants (AICPA). To be a participating member firm of this practice section, a firm must obtain an independent Peer Review of its quality control policies and procedures to ascertain the firm's compliance with existing auditing standards on the applicable engagements.

The scope of the Peer Review is comprehensive in that it specifically reviews the following quality control policies and procedures of the participating firm:

- Professional, economic, and administrative independence;
- Assignment of professional personnel to engagements;
- Consultation on technical matters;
- Supervision of engagement personnel;
- Hiring and employment of personnel;
- Professional development;
- Advancement;
- Acceptance and continuation of clients; and,
- Inspection and review system.

We believe that our commitment to the program is rewarding not only to our firm, but primarily to our clients.

The external independent Peer Review of the elements of our quality control policies and procedures performed by an independent certified public accountant, approved by the PCPS of the AICPA, provides you with the assurance that we continue to conform to standards of the profession in the conduct of our accounting and auditing practice.

GOVERNMENTAL AUDITING EXPERIENCE (CONTINUED)

Our firm is also a member of Governmental Audit Quality Center (GAQC), a voluntary membership center for CPA firms that perform governmental audits. This center promotes the quality of governmental audits.

Our firm has completed successive Peer Reviews. These reviews included a representative sample of our firm's local governmental auditing engagements. As a result of these reviews, our firm obtained an unqualified opinion on our quality control program and work procedures. On page 31 is a copy of our most recent Peer Review report. It should be noted that we received a pass rating.

Our firm has never had any disciplinary actions by state regulatory bodies or professional organizations.

As our firm performs approximately one hundred audits each year that are reviewed by federal, state or local entities, we are constantly dealing with questions from these entities about our audits. We are pleased to say that any questions that have been raised were minor issues and were easily resolved without re-issuing any reports.

Certificate of Achievement for Excellence in Financial Reporting (CAFR)

We are proud and honored to have been involved with the City of Fort Pierce and the Fort Pierce Utilities Authority when they received their first Certificates of Achievement for Excellence in Financial Reporting for the fiscal years ended September 30, 1988 and 1994, respectively. We were also instrumental in the City of Stuart receiving the award, in our first year of performing their audit, for the year ended September 30, 1999.

We also assisted St. Lucie County, Florida for the year ended September 30, 2003, in preparing their first Comprehensive Annual Financial Report, and St. Lucie County has received their Certificate of Achievement for Excellence in Financial Reporting every year since.

As continued commitment to insuring that we are providing the highest level of experience, we have had at least one employee of our firm serve on the GFOA – Special Review Committee since the mid-1980s. This committee is made up of selective Certified Public Accountants throughout the United States who have demonstrated their high level of knowledge and expertise in governmental accounting. Each committee member attends a special review meeting at the Annual GFOA Conference. At this meeting, the committee reports on the Certificate of Achievement Program's most recent results, future goals, and common reporting deficiencies.

We feel that our previous experience in assisting the City of Fort Pierce, the Fort Pierce Utilities Authority and St. Lucie County obtain their first CAFRs, and the City of Stuart in continuing to receive a CAFR and our firm's continued involvement with the GFOA, and the CAFR review committee make us a valued asset for any client in the field of governmental financial reporting.

GOVERNMENTAL AUDIT EXPERIENCE (CONTINUED)

References

Terracina Community Development District
Jeff Walker, Special District Services
(561) 630-4922

Gateway Community Development District
Stephen Bloom, Severn Trent Management
(954) 753-5841

The Reserve Community Development District
Darrin Mossing, Governmental Management Services LLC
(407) 841-5524

Clearwater Cay Community Development District
Cal Teague, Premier District Management
(239) 690-7100 ext 101

In addition to the above, we have the following additional governmental audit experience:

Community Development Districts

Aberdeen Community Development District

Alta Lakes Community Development District

Amelia Concourse Community Development District

Amelia Walk Communnity Development District

Aqua One Community Development District

Arborwood Community Development District

Arlington Ridge Community Development District

Bartram Springs Community Development District

Baytree Community Development District

Beacon Lakes Community Development District

Beaumont Community Development District

Bella Collina Community Development District

Bonnet Creek Community Development District

Buckeye Park Community Development District

Candler Hills East Community Development District

Cedar Hammock Community Development District

Central Lake Community Development District

Channing Park Community Development District

GOVERNMENTAL AUDIT EXPERIENCE (CONTINUED)

Cheval West Community Development District

Coconut Cay Community Development District

Colonial Country Club Community Development District

Connerton West Community Development District

Copperstone Community Development District

Creekside @ Twin Creeks Community Development District

Deer Run Community Development District

Dowden West Community Development District

DP1 Community Development District

Eagle Point Community Development District

East Nassau Stewardship District

Eastlake Oaks Community Development District

Easton Park Community Development District

Estancia @ Wiregrass Community Development District

Evergreen Community Development District

Forest Brooke Community Development District

Gateway Services Community Development District

Gramercy Farms Community Development District

Greenway Improvement District

Greyhawk Landing Community Development District

Griffin Lakes Community Development District

Habitat Community Development District

Harbor Bay Community Development District

Harbourage at Braden River Community Development District

Harmony Community Development District

Harmony West Community Development District

Harrison Ranch Community Development District

Hawkstone Community Development District

GOVERNMENTAL AUDIT EXPERIENCE (CONTINUED)

Heritage Harbor Community Development District

Heritage Isles Community Development District

Heritage Lake Park Community Development District

Heritage Landing Community Development District

Heritage Palms Community Development District

Heron Isles Community Development District

Heron Isles Community Development District

Highland Meadows II Community Development District

Julington Creek Community Development District

Laguna Lakes Community Development District

Lake Bernadette Community Development District

Lakeside Plantation Community Development District

Landings at Miami Community Development District

Legends Bay Community Development District

Lexington Oaks Community Development District

Live Oak No. 2 Community Development District

Madeira Community Development District

Marhsall Creek Community Development District

Meadow Pointe IV Community Development District

Meadow View at Twin Creek Community Development District

Mediterra North Community Development District

Midtown Miami Community Development District

Mira Lago West Community Development District

Montecito Community Development District

Narcoossee Community Development District

Naturewalk Community Development District

New Port Tampa Bay Community Development District

Overoaks Community Development District

Panther Trace II Community Development District

Paseo Community Development District

Pine Ridge Plantation Community Development District

Piney Z Community Development District

GOVERNMENTAL AUDIT EXPERIENCE (CONTINUED)

Poinciana Community Development District

Poinciana West Community Development District

Port of the Islands Community Development District

Portofino Isles Community Development District

Quarry Community Development District

Renaissance Commons Community Development District

Reserve Community Development District

Reserve #2 Community Development District

River Glen Community Development District

River Hall Community Development District

River Place on the St. Lucie Community Development District

Rivers Edge Community Development District

Riverwood Community Development District

Riverwood Estates Community Development District

Rolling Hills Community Development District

Rolling Oaks Community Development District

Sampson Creek Community Development District

San Simeon Community Development District

Six Mile Creek Community Development District

South Village Community Development District

Southern Hills Plantation I Community Development District

Southern Hills Plantation III Community Development District

South Fork Community Development District

St. John's Forest Community Development District

Stoneybrook South Community Development District

Stoneybrook South at ChampionsGate Community Development District

Stoneybrook West Community Development District

Tern Bay Community Development District

Terracina Community Development District

Tison's Landing Community Development District

TPOST Community Development District

GOVERNMENTAL AUDIT EXPERIENCE (CONTINUED)

Triple Creek Community Development District

TSR Community Development District

Turnbull Creek Community Development District

Twin Creeks North Community Development District

Urban Orlando Community Development District

Verano #2 Community Development District

Viera East Community Development District

VillaMar Community Development District

Vizcaya in Kendall Development District

Waterset North Community Development District

Westside Community Development District

WildBlue Community Development District

Willow Creek Community Development District

Willow Hammock Community Development District

Winston Trails Community Development District

Zephyr Ridge Community Development District

GOVERNMENTAL AUDIT EXPERIENCE (CONTINUED)

Other Governmental Organizations

City of Westlake

Florida Inland Navigation District

Fort Pierce Farms Water Control District

Indian River Regional Crime Laboratory, District 19, Florida

Viera Stewardship District

Office of the Medical Examiner, District 19

Rupert J. Smith Law Library of St. Lucie County

St. Lucie Education Foundation

Seminole Improvement District

Troup Indiantown Water Control District

Current or Recent Single Audits,

St. Lucie County, Florida
Early Learning Coalition, Inc.
Gateway Services Community Development District.

Members of our audit team have acquired extensive experience from performing or participating in over 1,800 audits of governments, independent special taxing districts, school boards, and other agencies that receive public money and utilize fund accounting.

Much of our firm's auditing experience is with compliance auditing, which is required for publicly financed agencies. In this type of audit, we do a financial examination and also confirm compliance with various statutory and regulatory guidelines.

Following is a summary of our other experience, including Auditor General experience, as it pertains to other governmental and fund accounting audits.

Counties
(Includes elected constitutional officers, utilities and dependent taxing districts)

Indian River
Martin
Okeechobee
Palm Beach

Municipalities

City of Port St. Lucie
City of Vero Beach
Town of Orchid

GOVERNMENTAL AUDIT EXPERIENCE (CONTINUED)

Special Districts

Bannon Lakes Community Development District
Boggy Creek Community Development District
Capron Trail Community Development District
Celebration Pointe Community Development District
Coquina Water Control District
Diamond Hill Community Development District
Dovera Community Development District
Durbin Crossing Community Development District
Golden Lakes Community Development District
Lakewood Ranch Community Development District
Martin Soil and Water Conservation District
Meadow Pointe III Community Development District
Myrtle Creek Community Development District
St. Lucie County – Fort Pierce Fire District
The Crossings at Fleming Island
St. Lucie West Services District
Indian River County Mosquito Control District
St. John's Water Control District
Westchase and Westchase East Community Development Districts
Pier Park Community Development District
Verandahs Community Development District
Magnolia Park Community Development District

Schools and Colleges

Federal Student Aid Programs – Indian River Community College
Indian River Community College
Okeechobee County District School Board
St. Lucie County District School Board

State and County Agencies

Central Florida Foreign-Trade Zone, Inc. (a nonprofit organization affiliated with the St. Lucie County Board of County Commissioners)
Florida School for Boys at Okeechobee
Indian River Community College Crime Laboratory
Indian River Correctional Institution

FEE SCHEDULE

We propose the fee for our audit services described below to be $3,475 for the years ended September 30, 2024 and 2025, $3,625 for the year ended September 30, 2026, and $3,725 for the years ended September 30, 2027 and 2028. The fee is contingent upon the financial records and accounting systems of Lakeside Plantation Community Development District being “audit ready” and the financial activity for the District is not materially increased. If we discover that additional preparation work or subsidiary schedules are needed, we will consult with your authorized representative. We can assist with this additional work at our standard rates should you desire.

SCOPE OF WORK TO BE PERFORMED

If selected as the District's auditors, we will perform a financial and compliance audit in accordance with Section 11.45, Florida Statutes, in order to express an opinion on an annual basis on the financial statements of Lakeside Plantation Community Development District as of September 30, 2024, 2025, 2026, 2027, and 2028. The audits will be performed to the extent necessary to express an opinion on the fairness in all material respects with which the financial statements present the financial position, results of operations and changes in financial position in conformity with generally accepted accounting principles and to determine whether, for selected transactions, operations are properly conducted in accordance with legal and regulatory requirements. Reportable conditions that are also material weaknesses shall be identified as such in the Auditors' Report on Internal Control over Financial Reporting and on Compliance and Other Matters. Other (non-reportable) conditions discovered during the course of the audit will be reported in a separate letter to management, which will be referred to in the Auditors' Report on Internal Control over Financial Reporting and on Compliance and Other Matters.

Our audit will be performed in accordance with standards for financial and compliance audits contained in *Government Auditing Standards*, as well as in compliance with rules and regulations of audits of special districts as set forth by the State Auditor General in Chapter 10.550, Local Governmental Entity Audits, and other relevant federal, state and county orders, statutes, ordinances, charter, resolutions, bond covenants, Administrative Code and procedures, or rules and regulations which may pertain to the work required in the engagement.

The primary purpose of our audit will be to express an opinion on the financial statements discussed above. It should be noted that such audits are subject to the inherent risk that errors or irregularities may not be detected. However, if conditions are discovered which lead to the belief that material errors, defalcations or other irregularities may exist or if other circumstances are encountered that require extended services, we will promptly notify the appropriate individual.

Commitment to Quality Service

Personnel Qualifications and Experience

J. W. Gaines, CPA, CITP
Director – 44 years

Education
- Stetson University, B.B.A. – Accounting

Registrations
- Certified Public Accountant – State of Florida, State Board of Accountancy
- Certified Information Technology Professional (CITP) – American Institute of Certified Public Accountants

Professional Affiliations/Community Service
- Member of the American and Florida Institutes of Certified Public Accountants
- Affiliate member Government Finance Officers Association
- Past President, Vice President-Campaign Chairman, Vice President and Board Member of United Way of St. Lucie County, 1989 - 1994
- Past President, President Elect, Secretary and Treasurer of the Treasure Coast Chapter of the Florida Institute of Certified Public Accountants, 1988 - 1991
- Past President of Ft. Pierce Kiwanis Club, 1994 - 95, Member/Board Member since 1982
- Past President, Vice President and Treasurer of St. Lucie County Chapter of the American Cancer Society, 1980 -1986
- Member of the St. Lucie County Chamber of Commerce, Member Board of Directors, Treasurer, September 2002 - 2006, Chairman Elect 2007, Chairman 2008, Past Chairman 2009
- Member Lawnwood Regional Medical Center Board of Trustees, 2000 – Present, Chairman 2013 - Present
- Member of St. Lucie County Citizens Budget Committee, 2001 – 2002
- Member of Ft. Pierce Citizens Budget Advisory Committee, 2010 – 2011
- Member of Ft. Pierce Civil Service Appeals Board, 2013 - Present

Professional Experience
- Miles Grant Development/Country Club – Stuart, Florida, July 1975 – October 1976
- State Auditor General's Office – Public Accounts Auditor – November 1976 through September 1979
- Director - Berger, Toombs, Elam, Gaines & Frank, Certified Public Accountants PL, responsible for numerous government and nonprofit audits.
- Over 40 years experience in all phases of public accounting and auditing experience, with a concentration in financial and compliance audits. Mr. Gaines has been involved in all phases of the audits listed on the preceding pages.

Personnel Qualifications and Experience

J. W. Gaines, CPA, CITP (Continued)
Director

Continuing Professional Education

- Has participated in numerous continuing professional education courses provided by nationally recognized sponsors over the last two years to keep abreast of the latest developments in accounting and auditing such as:
  Governmental Accounting Report and Audit Update
  Analytical Procedures, FICPA
  Annual Update for Accountants and Auditors
  Single Audit Sampling and Other Considerations

Commitment to Quality Service

Personnel Qualifications and Experience

David S. McGuire, CPA, CITP
Director – 36 years experience

Education
- University of Central Florida, B.A. – Accounting
- Barry University – Master of Professional Accountancy

Registrations
- Certified Public Accountant – State of Florida, State Board of Accountancy
- Certified Information Technology Professional (CITP) – American Institute of Certified Public Accountants
- Certified Not-For-Profit Core Concepts 2018

Professional Affiliations/Community Service
- Member of the American and Florida Institutes of Certified Public Accountants
- Associate Member, Florida Government Finance Office Associates
- Assistant Coach – St. Lucie County Youth Football Organization (1994 – 2005)
- Assistant Coach – Greater Port St. Lucie Football League, Inc. (2006 – 2010**)**
- Board Member – Greater Port St. Lucie Football League, Inc. (2011 – 2017)
- Treasurer, AIDS Research and Treatment Center of the Treasure Coast, Inc. (2000 – 2003)
- Board Member/Treasurer, North Treasure Coast Chapter, American Red Cross (2004 – 2010)
- Member/Board Member of Port St. Lucie Kiwanis (1994 – 2001)
- President (2014/15) of Sunrise Kiwanis of Fort Pierce (2004 – 2017)
- St. Lucie District School Board Superintendent Search Committee (2013 – present)
- Board Member – Phrozen Pharoes (2019-2021)

Professional Experience
- Twenty-eight years public accounting experience with an emphasis on nonprofit and governmental organizations.
- Audit Manager in-charge on a variety of audit and review engagements within several industries, including the following government and nonprofit organizations:
  - St. Lucie County, Florida
  - 19th Circuit Office of Medical Examiner
  - Troup Indiantown Water Control District
  - Exchange Club Center for the Prevention of Child Abuse, Inc.
  - Healthy Kids of St. Lucie County
  - Mustard Seed Ministries of Ft. Pierce, Inc.
  - Reaching Our Community Kids, Inc.
  - Reaching Our Community Kids - South
  - St. Lucie County Education Foundation, Inc.
  - Treasure Coast Food Bank, Inc.
  - North Springs Improvement District
- Four years of service in the United States Air Force in computer operations, with a top secret (SCI/SBI) security clearance.

Personnel Qualifications and Experience

David S. McGuire, CPA, CITP (Continued)
Director

Continuing Professional Education

- Mr. McGuire has attended numerous continuing professional education courses and seminars taught by nationally recognized sponsors in the accounting auditing and single audit compliance areas. He has attended courses over the last two years in those areas as follows:

  Not-for-Profit Auditing Financial Results and Compliance Requirements
  Update: Government Accounting Reporting and Auditing
  Annual Update for Accountants and Auditors

Commitment to Quality Service

Personnel Qualifications and Experience

Matthew Gonano, CPA
Director – 13 years total experience

Education
- University of North Florida, B.B.A. – Accounting
- University of Alicante, Spain – International Business
- Florida Atlantic University – Masters of Accounting

Professional Affiliations/Community Service

- American Institute of Certified Public Accountants
- Florida Institute of Certified Public Accountants

Professional Experience

- Senior Accountant with Berger, Toombs, Elam, Gaines, & Frank providing professional services to nonprofit and governmental entities.
- Performed audits of nonprofit and governmental organizations in accordance with Governmental Accounting Auditing Standards (GAAS)
- Performed Single Audits of nonprofit organizations in accordance with OMB Circular A-133, Audits of State, Local Governments, and Non-Profit Organizations.

Continuing Professional Education
- Mr. Gonano has participated in numerous continuing professional education courses.

Commitment to Quality Service

Personnel Qualifications and Experience

David F. Haughton, CPA
Accounting and Audit Manager – 33 years

Education
- Stetson University, B.B.A. – Accounting

Registrations
- Certified Public Accountant – State of Florida, State Board of Accountancy

Professional Affiliations/Community Service
- Member of the American and Florida Institutes of Certified Public Accountants
- Former Member of Florida Institute of Certified Public Accountants Committee on State and Local Government
- Affiliate Member Government Finance Officers Association (GFOA) for over 10 years
- Affiliate Member Florida Government Finance Officers Association (FGFOA) for over 10 years
- Technical Review – 1997 FICPA Course on State and Local Governments in Florida
- Board of Directors – Kiwanis of Ft. Pierce, Treasurer – 1994-1999; Vice President – 1999-2001

Professional Experience
- Twenty-seven years public accounting experience with an emphasis on governmental and nonprofit organizations.
- State Auditor General's Office – West Palm Beach, Staff Auditor, June 1985 to September 1985
- Accounting and Audit Manager of Berger, Toombs, Elam, Gaines & Frank, Certified Public Accountants PL, responsible for audit and accounting services including governmental and not-for-profit audits.
- Over 20 years of public accounting and governmental experience, specializing in governmental and nonprofit organizations with concentration in special districts, including Community Development Districts which provide services including water and sewer utilities. Governmental and non-profit entities served include the following:

  Counties:
  St. Lucie County

  Municipalities:
  City of Fort Pierce
  City of Stuart

Personnel Qualifications and Experience

David F. Haughton, CPA (Continued)
Accounting and Audit Manager

Professional Experience (Continued)

Special Districts:
Bluewaters Community Development District
Country Club of Mount Dora Community Development District
Fiddler's Creek Community Development District #1 and #2
Indigo Community Development District
North Springs Improvement District
Renaissance Commons Community Development District
St. Lucie West Services District
Stoneybrook Community Development District
Summerville Community Development District
Terracina Community Development District
Thousand Oaks Community Development District
Tree Island Estates Community Development District
Valencia Acres Community Development District

Non-Profits:
The Dunbar Center, Inc.
Hibiscus Children's Foundation, Inc.
Hope Rural School, Inc.
Maritime and Yachting Museum of Florida, Inc.
Tykes and Teens, Inc.
United Way of Martin County, Inc.
Workforce Development Board of the Treasure Coast, Inc.

- While with the Auditor General's Office he was on the staff for the state audits of the Martin County School District and Okeechobee County School District.
- During 1997 he performed a technical review of the Florida Institute of Certified Public Accountants state CPE course on Audits of State and Local Governments in Florida. His comments were well received by the author and were utilized in future updates to the course.

Continuing Professional Education

- During the past several years, he has participated in numerous professional development training programs sponsored by the AICPA and FICPA, including state conferences on special districts and governmental auditing in Florida. He averages in excess of 100 hours bi-annually of advanced training which exceeds the 80 hours required in accordance with the continuing professional education requirements of the Florida State Board of accountancy and the AICPA Private Companies Practice Section. He has over 75 hours of governmental CPE credit within the past two years.

Personnel Qualifications and Experience

Paul Daly
Staff Accountant – 11 years

Education
- Florida Atlantic University, B.S. – Accounting

Professional Experience
- Staff Accountant with Berger, Toombs, Elam, Gaines, & Frank providing professional services to nonprofit and governmental entities.

Continuing Professional Education
- Working to attain the requirements to take the Certified Public Accounting (CPA) exam.

Commitment to Quality Service

Personnel Qualifications and Experience

Melissa Marlin, CPA
Senior Staff Accountant – 9 years

Education
- Indian River State College, A.A. – Accounting
- Florida Atlantic University, B.B.A. – Accounting

Professional Experience
- Staff accountant with Berger, Toombs, Elam, Gaines, & Frank providing professional services to nonprofit and governmental entities.

Continuing Professional Education
- Mrs. Marlin participates in numerous continuing professional education courses provided by nationally recognized sponsors to keep abreast of the latest developments.

Commitment to Quality Service

Personnel Qualifications and Experience

Bryan Snyder
Staff Accountant – 8 years

Education
- Florida Atlantic University, B.B.A. – Accounting

Professional Experience
- Accountant beginning his professional auditing career with Berger, Toombs, Elam, Gaines, & Frank.
- Mr. Snyder is gaining experience auditing governmental & nonprofit entities.

Continuing Professional Education
- Mr. Snyder participates in numerous continuing education courses and plans on working to acquire his CPA certificate.
- Mr. Snyder is currently studying to pass the CPA exam.

Commitment to Quality Service

Personnel Qualifications and Experience

Maritza Stonebraker, CPA
Senior Accountant – 7 years

Education
- Indian River State College, B.S. – Accounting

Professional Experience
- Staff Accountant beginning her professional auditing career with Berger, Toombs, Elam, Gaines, & Frank.

Continuing Professional Education
- Mrs. Stonebraker participates in numerous continuing professional education courses provided by nationally recognized sponsors to keep abreast of the latest developments.

Commitment to Quality Service

Personnel Qualifications and Experience

Jonathan Herman, CPA
Senior Staff Accountant – 9 years

Education
- University of Central Florida, B.S. – Accounting
- Florida Atlantic University, MACC

Professional Experience
- Accounting graduate with nine years experience with Berger, Toombs, Elam, Gaines, & Frank providing professional services to nonprofit and governmental entities.

Continuing Professional Education
- Mr. Herman participates in numerous continuing professional education courses provided by nationally recognized sponsors to keep abreast of the latest developments.

Personnel Qualifications and Experience

Sean Stanton, CPA
Staff Accountant – 5 years

Education
- University of South Florida, B.S. – Accounting
- Florida Atlantic University, M.B.A. – Accounting

Professional Experience
- Staff accountant with Berger, Toombs, Elam, Gaines, & Frank auditing governmental and non-profit entities.

Continuing Professional Education
- Mr. Stanton participates in numerous continuing professional education courses provided by nationally recognized sponsors to keep abreast of the latest developments.

Commitment to Quality Service

Personnel Qualifications and Experience

Tifanee Terrell
Staff Accountant – 3 years

Education
- Florida Atlantic University, M.A.C.C. – Accounting

Professional Experience
- Staff Accountant with Berger, Toombs, Elam, Gaines, & Frank providing professional services to nonprofit and governmental entities.

Continuing Professional Education
- Ms. Terrell participates in numerous continuing professional education courses provided by nationally recognized sponsors to keep abreast of the latest developments.
- Ms. Terrell is currently studying to pass the CPA exam.

Personnel Qualifications and Experience

Dylan Dixon
Staff Accountant – 1 year

Education

- Indian River State College, B.S. – Accounting

Professional Experience

- Staff Accountant with Berger, Toombs, Elam, Gaines, & Frank providing professional services to nonprofit and governmental entities.

Continuing Professional Education

- Mr. Dixon participates in numerous continuing professional education courses provided by nationally recognized sponsors to keep abreast of the latest developments.

Personnel Qualifications and Experience

Brennen Moore
Staff Accountant

Education

- Indian River State College, B.S. – Accounting

Professional Experience

- Staff Accountant with Berger, Toombs, Elam, Gaines, & Frank providing professional services to nonprofit and governmental entities.

Continuing Professional Education

- Mr. Moore participates in numerous continuing professional education courses provided by nationally recognized sponsors to keep abreast of the latest developments.

Personnel Qualifications and Experience

Jordan Wood
Staff Accountant – 1 year

Education
- Indian River State College, A.A. – Accounting

Professional Experience
- Staff Accountant with Berger, Toombs, Elam, Gaines, & Frank providing professional services to nonprofit and governmental entities.

Continuing Professional Education
- Ms. Wood is currently enrolled at Indian River State College to complete her bachelor's degree.
- Ms. Wood participates in numerous continuing professional education courses provided by nationally recognized sponsors to keep abreast of the latest developments.
- Ms. Wood is currently working towards completing an additional 30 hours of education to qualify to sit for CPA exam.

Personnel Qualifications and Experience

Katie Gifford
Staff Accountant

Education
- Indian River State College, B.S. – Accounting

Professional Experience
- Staff Accountant with Berger, Toombs, Elam, Gaines, & Frank providing professional services to nonprofit and governmental entities.

Continuing Professional Education
- Ms. Gifford participates in numerous continuing professional education courses provided by nationally recognized sponsors to keep abreast of the latest developments.

Personnel Qualifications and Experience

Rayna Zicari
Staff Accountant

Education
- Stetson University, B.B.A. – Accounting

Professional Experience
- Staff Accountant with Berger, Toombs, Elam, Gaines, & Frank providing professional services to nonprofit and governmental entities.

Continuing Professional Education
- Ms. Zicari participates in numerous continuing professional education courses provided by nationally recognized sponsors to keep abreast of the latest developments.
- Ms. Zicari is currently working towards completing an additional 30 hours of education to qualify to sit for CPA exam.

6815 Dairy Road
Zephyrhills, FL 33542

813.788.2155
BodinePerry.com

Report on the Firm's System of Quality Control

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

November 30, 2022

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

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

Firm's Responsibility

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

Peer Reviewer's Responsibility

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

Required Selections and Considerations

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

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

Opinion

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

Bodine Perry

Bodine Perry

(BERGER_REPORT22)

BodinePerry
Certified Public Accountants & Advisors

LAKESIDE PLANTATION COMMUNITY DEVELOPMENT DISTRICT
REQUEST FOR PROPOSALS

Annual Audit Services for Fiscal Year 2024
Sarasota County, Florida

INSTRUCTIONS TO PROPOSE

SECTION 1. DUE DATE. An electronic copy of the proposal must be received no later than 5:00 p.m. on Wednesday, April 17th at the email address of the District's Recording Secretary, Amanda Ferguson, aferguson@gms-tampa.com.

SECTION 2. FAMILIARITY WITH THE LAW. By submitting a proposal, the Proposer is assumed to be familiar with all federal, state, and local laws, ordinances, rules, and regulations that in any manner affect the work. Ignorance on the part of the Proposer will in no way relieve it from responsibility to perform the work covered by the proposal in compliance with all such laws, ordinances and regulations.

SECTION 3. QUALIFICATIONS OF PROPOSER. The contract, if awarded, will only be awarded to a responsible Proposer who is qualified by experience and licensing to do the work specified herein. The Proposer shall submit with its proposal satisfactory evidence of experience in similar work and show that it is fully prepared to complete the work to the satisfaction of the District.

SECTION 4. SUBMISSION OF ONLY ONE PROPOSAL. Proposers shall be disqualified and their proposals rejected if the District has reason to believe that collusion may exist among the Proposers, the Proposer has defaulted on any previous contract or is in arrears on any previous or existing contract, or for failure to demonstrate proper licensure and business organization.

SECTION 5. SUBMISSION OF PROPOSAL. Submit one electronic copy of the Proposal Documents, and other requested attachments at the time and place indicated herein, which shall include the subject line, "Auditing Services – Lakeside Plantation Community Development District".

SECTION 6. MODIFICATION AND WITHDRAWAL. Proposals may be modified or withdrawn by an appropriate document duly executed and delivered to the place where proposals are to be submitted at any time prior to the time and date the proposals are due. No proposal may be withdrawn after opening for a period of ninety (90) days.

SECTION 7. PROPOSAL DOCUMENTS. The proposal documents shall consist of the notice announcing the request for proposals, these instructions, the Evaluation Criteria Sheet and a proposal with all required documentation pursuant to Section 12 of these instructions (the "Proposal Documents").

SECTION 8. PROPOSAL. In making its proposal, each Proposer represents that it has read and understands the Proposal Documents and that the proposal is made in accordance therewith.

SECTION 9. BASIS OF AWARD/RIGHT TO REJECT. The District reserves the right to reject any and all proposals, make modifications to the work, and waive any informalities or irregularities in proposals as it is deemed in the best interests of the District.

SECTION 10. CONTRACT AWARD. Within fourteen (14) days of receipt of the Notice of Award from the District, the Proposer shall enter into and execute a Contract (engagement letter) with the District.

SECTION 11. LIMITATION OF LIABILITY. Nothing herein shall be construed as or constitute a wavier of District's limited waiver of liability contained in section 768.28, Florida Statutes, or any other statute or law.

SECTION 12. MISCELLANEOUS. All proposals shall include the following information in addition to any other requirements of the proposal documents.

A. List position or title of all personnel to perform work on the District audit. Include resumes for each person listed: list years of experience in present position for each party listed and years of related experience.

B. Describe proposed staffing levels, including resumes with applicable certifications.

C. Three references from projects of similar size and scope. The Proposer should include information relating to the work it conducted for each reference as well as a name, address and phone number of a contact person.

D. The lump sum cost of the provision of the services under the proposal.

SECTION 13. PROTESTS. Any protest regarding the Proposal Documents, must be filed in writing, at the offices of the District Manager, within seventy-two (72) hours after the receipt of the proposed project plans and specifications or other contract documents. The formal protest setting forth with particularity the facts and law upon which the protest is based shall be filed within seven (7) calendar days after the initial notice of protest was filed. Failure to timely file a notice of protest or failure to timely file a formal written protest shall constitute a waiver of any right to object or protest with respect to aforesaid plans, specifications or contract documents.

SECTION 14. EVALUATION OF PROPOSALS. The criteria to be used in the evaluation of proposals are presented in the Evaluation Criteria Sheet, contained within the Proposal Documents.

LAKESIDE PLANTATION CDD
AUDITOR SELECTION
EVALUATION CRITERIA

1. Ability of Personnel. **(20 Points)**

(E.g., geographic locations of the firm's headquarters or permanent office in relation to the project; capabilities and experience of key personnel; present ability to manage this project; evaluation of existing work load; proposed staffing levels, etc.)

2. Proposer's Experience. **(20 Points)**

(E.g. past record and experience of the Proposer in similar projects; volume of work previously performed by the firm; past performance for other Community Development Districts in other contracts; character, integrity, reputation, or respondent, etc.)

3. Understanding of Scope of Work. **(20 Points)**

Extent to which the proposal demonstrates an understanding of the District's needs for the services requested.

4. Ability to Furnish the Required Services. **(20 Points)**

Extent to which the proposal demonstrates the adequacy of Proposer's financial resources and stability as a business entity necessary to complete the services required. (E.g., the existence of any natural disaster plan for business operations)

5. Price. **(20 Points)**

Points will be awarded based upon the price bid for the rendering of the services and reasonableness of the price to the services.

SECTION B

Lakeside Plantation Community Development District

Proposer

DiBartolomeo, McBee, Hartley & Barnes, P.A.
Certified Public Accountants

2222 Colonial Road, Suite 200
Fort Pierce, Florida 34950
(772) 461-8833

591 SE Port St. Lucie Boulevard
Port Saint Lucie, Florida 34984
(772) 878-1952

Contact:

Jim Hartley, CPA
Principal

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DMHB

DiBARTOLOMEO, McBEE, HARTLEY & BARNES, P.A.

CERTIFIED PUBLIC ACCOUNTANTS

Lakeside Plantation
Community Development District
Audit Selection Committee

Dear Committee Members:

We are pleased to have this opportunity to present the qualifications of DiBartolomeo, McBee, Hartley & Barnes, P.A. (DMHB) to serve as Lakeside Plantation Community Development District's independent auditors. The audit is a significant engagement demanding various professional resources, governmental knowledge and expertise, and, most importantly, experience serving Florida local governments. DMHB understands the services required and is committed to performing these services within the required time frame. We have the staff available to complete this engagement in a timely fashion. We audit several entities across the State making it feasible to schedule and provide services at the required locations.

Proven Track Record— Our clients know our people and the quality of our work. We have always been responsive, met deadlines, and been willing to go the extra mile with the objective of providing significant value to mitigate the cost of the audit. This proven track record of successfully working together to serve governmental clients will enhance the quality of services we provide.

Experience—DMHB has a history of providing quality professional services to an impressive list of public sector clients in Florida. We currently serve a large number of public sector entities in Florida, including cities, villages, special districts, as well as a large number of community development districts. Our firm has performed in excess of 100 community development district audits. In addition, our senior management team members have between 25 and 35 years experience in serving Florida governments. DMHB is a recognized leader in providing services to governmental and non-profit agencies within the State of Florida. Through our experience in performing audits, we have been able to increase our audit efficiency and therefore reduce cost. We have continually passed this cost saving on to our clients and will continue to do so in the future. As a result of our experience and expertise, we have developed an effective and efficient audit approach designed to meet or exceed the performance specifications in accordance with audit standards generally accepted in the United States of America, the standards applicable to financial audits contained in Government Auditing Standards, issued by the Comptroller General of the United States with minimal disruption to your operations. Our firm has frequent technical updates to keep our personnel informed and up to date on all changes that are occurring within the industry.

Timeliness – In order to meet the Districts needs, we will perform interim internal control testing from unaudited preliminary general ledgers provided. We will also review all minutes and subsequent needs related to the review of the minutes. Follow up review will be completed as necessary in order to meet the required deadlines.

Communication and Knowledge Sharing— Another driving force behind our service approach is frequent, candid and open communication with management with no surprises. During the course of the audit, we will communicate with management on a regular basis to provide you with a status report on the audit and to discuss any issues that arise, potential management letter comments, or potential audit differences.

In the accompanying proposal, you will find additional information upon which you can evaluate DMHB's qualifications. Our full team is in place and waiting to serve you. Please contact us at 2222 Colonial Road, Suite 200 Fort Pierce, FL 34950. Our phone number is (772) 461-8833. We look forward to further discussion on how our team can work together with you.

Very truly yours,



DiBartolomeo, McBee, Hartley & Barnes, P.A.

PROFESSIONAL QUALIFICATIONS

DiBartolomeo, McBee, Hartley & Barnes, P.A. is a local public accounting firm with offices in the cities of Fort Pierce and Port St. Lucie. The firm was formed in 1982.

➢ *Professional Staff Resources*

Our services will be delivered through personnel in both our Port St. Lucie and Ft. Pierce offices, located at 591 S.E. Port St. Lucie Blvd., Port St. Lucie, FL 34984 and 2222 Colonial Road, Suite 200, Fort Pierce, Florida 34950, respectively. DMHB has a total of 19 professional staff including 9 with extensive experience serving governmental entities.

Professional Staff Classification	Number of Professionals
Partner	4
Managers	2
Senior	2
Staff	11
	19

DiBartolomeo, McBee, Hartley & Barnes provides a variety of accounting, auditing, tax litigation support, estate planning, and consulting services. Some of the governmental, non-profit accounting, auditing and advisory services currently provided to clients include:

- Annual financial and compliance audits including Single Audits of State and Federal financial assistance programs under the OMB A-133 audit criteria

- Issuance of Comfort Letters, consent letters, and parity certificates in conjunction with the issuance of tax-exempt debt obligations, including compiling financial data and interim period financial statement reviews

- Assisting in compiling historical financial data for first-time and subsequent submissions for the GFOA Certificate of Achievement for Excellence in Financial Reporting

PROFESSIONAL QUALIFICATIONS (CONTINUED)

- ***Professional Staff Resources (Continued)***

  - Audits of franchise fees received from outside franchisees
  - Preparation of annual reports to the State Department of Banking and Finance
  - Audits of Internal Controls – Governmental Special Project
  - Assistance with Implementation of current GASB pronouncements

- ***Current and Near Future Workload***

  In order to better serve and provide timely and informative financial data, we have comprised an experienced audit team. Our present and future workloads will permit the proposed audit team to perform these audits within the time schedule required and meet all deadlines.

- ***Identification of Audit Team***

  The team is composed of people who are experienced, professional, and creative. They fully understand your business and will provide you with reliable opinions. In addition, they will make a point to maintain ongoing dialogue with each other and management about the status of our services.

  The auditing firm you select is only as good as the people who serve you. We are extremely proud of the outstanding team we have assembled for your engagement. Our team brings many years of relevant experience coupled with the technical skill, knowledge, authority, dedication, and most of all, the commitment you need to meet your government reporting obligations and the challenges that will result from the changing accounting standards.

  A flow chart of the audit team and brief resumes detailing individual team members' experience in each of the relevant areas follow.

  Jim Hartley, CPA – Engagement Partner (resume attached)
  Will assist in the field as main contact

  Jay McBee, CPA – Technical Reviewer (resume attached)

  Theresa Goldstein - Senior (resume attached)

  Staff – TBA

Jim Hartley

Partner – DiBartolomeo, McBee, Hartley & Barnes

Experience and Training

Jim has over 25 years of public accounting experience and would serve as the engagement partner. His experience and training include:

- 25 years of non-profit and governmental experience.
- Specializing in serving entities ranging from Government to Associations and Special District audits.
- Has performed audits and advisory services for a variety of public sector entities.
- Has extensive experience performing audits of federal grant recipients in accordance with the Single Audit Act and the related Office of Management and Budget (OMB) guidelines.
- Experienced in maintaining the GFOA Certificate of Achievement.
- 120 hours of CPE credits over the past 3 years.

Recent Engagements

Has provided audit services on governmental entities including towns, villages, cities, counties, special districts and community development districts. Jim has assisted with financial statement preparation, system implementation, and a variety of services to a wide range of non-profit and governmental entities. Jim currently provides internal audit and consulting services to governmental entities and non-profit agencies to assist in implementing and maintaining "best practice" accounting policies and procedures. Jim provides auditing services to the Fort Pierce Utilities Authority, St. Lucie County Fire District, City of Port St. Lucie, Tradition CDD #1 – 10, Southern Groves CDD #1-6, Multiple CDD audits, Town of St. Lucie Village, Town of Sewall's Point, Town of Jupiter Island along with several other entities, including Condo and Homeowner Associations.

Education and Registrations

- Bachelor of Science in Accounting – Sterling College.
- Certified Public Accountant

Professional Affiliations

- Member of the American Institute of Certified Public Accountants
- Member of the Florida Institute of Certified Public Accountants
- Member of the Florida Government Finance Officers Association

Volunteer Service

- Treasurer & Executive Board - St. Lucie County Chamber of Commerce
- Budget Advisory Board - St. Lucie County School District
- Past Treasurer - Exchange Club for Prevention of Child Abuse & Exchange Foundation Board
- Board of Directors – State Division of Juvenile Justice

Jay L. McBee

Partner – DiBartolomeo, McBee, Hartley & Barnes

Experience and Training

Jay has over 35 years of public accounting experience and would serve as the technical reviewer on the audit. His experience and training include:

- 35 years of government experience.
- Specializing in serving local government entities.
- Has performed audits and advisory services for a variety of public sector entities including counties, cities, special districts, and school districts.
- Has experience performing audits of federal grant recipients in accordance with the Single Audit Act and the related Office of Management and Budget (OMB) guidelines, including Circular A-133 and the Rules of the Auditor General.
- Has extensive experience in performing pension audits.
- Experienced in developing and maintaining the GFOA Certificate of Achievement.
- 120 Hours of relevant government CPE credits over the past 3 years.
- Experience in municipal bond and other governmental-financing options and offerings.

Recent Engagements

Has provided auditing services on local governmental entities including towns, villages, cities, counties, special district and community development districts. Jay has assisted with financial preparation, system implementation, and a variety of government services to a wide range of governmental entities. Jay currently provides auditing services to the City of Port St. Lucie, City of Okeechobee Pension Trust Funds, St. Lucie County Fire District Pension funds, along with several other non-profit and governmental entities.

Education and Registrations

- Bachelor of Science in Accounting and Quantitative Business Management – West Virginia University.
- Certified Public Accountant

Professional Affiliations

- Member of the American Institute of Certified Public Accountants
- Member of the Florida Institute of Certified Public Accountants
- Member of the Florida Government Finance Officers Association

Volunteer Service

- Member of the St. Lucie County Citizens Budget Committee
- Finance committee for the First United Methodist Church
- Treasurer of Boys & Girls Club of St. Lucie County

Theresa Goldstein

Supervisor – DiBartolomeo, McBee, Hartley & Barnes

Experience and training

Theresa has over 15 years of public accounting experience and would serve as the supervisor for the Constitutional Officers. Her experience and training include:

- 15 years of government experience.
- Specializing in serving local government entities.
- Has performed audits and advisory services for a variety of public sector entities including counties, cities, towns and special districts.
- Has extensive experience performing audits of federal grant recipients in accordance with the Single Audit Act and the related Office of Management and Budget (OMB) guidelines, including Circular A-133 and the Rules of the Auditor General.
- Experienced in maintaining the GFOA Certificate of Achievement.
- 100 hours of relevant government CPE credits over the past 3 years.

Recent Engagements

Has provided audit services on governmental entities including towns, villages, cities, counties, special districts and community development districts. Theresa has assisted with financial statement preparation, system implementation, and a variety of services to a wide range of non-profit and governmental entities. Theresa currently provides internal audit and consulting services to multiple agencies to assist in implementing and maintaining "best practice" accounting policies and procedures. Engagements include City of Port St. Lucie, St. Lucie County Fire District, Town of Sewall's Point, Town of Jupiter Island, Multiple CDD audits, Tradition CDD #1-10, Southern Groves CDD #1-6 and Town of St. Lucie Village.

Education and Registrations

- Bachelor of Science in Finance – University of Central Florida
- Masters of Business Administration with concentration in Accounting – Bryant College

Professional Affiliations

- Associate Member of the Florida Institute of Certified Public Accountants
- Member of the Florida Government Finance Officers Association

PROFESSIONAL QUALIFICATIONS (CONTINUED)

- ***Governmental Audit Experience***

DiBartolomeo, McBee, Hartley & Barnes, P.A., through its principals and members, has provided continuous in-depth professional accounting, auditing, and consulting services to local government units, nonprofit organizations, and commercial clients. Our professionals have developed considerable expertise in performing governmental audits and single audits and in preparing governmental financial statements in conformance with continually evolving GASB pronouncements, statements, and interpretations. All of the public sector entities we serve annually are required to be in accordance with GASB pronouncements and government auditing standards. We currently perform several Federal and State single audits in compliance with OMB Circular A-133 and under the Florida Single Audit Act. Our professionals are also experienced in assisting their clients with preparing Comprehensive Annual Financial Reports (GFOA).

All work performed by our firm is closely supervised by experienced certified public accountants. Only our most seasoned CPA's perform consulting services. Some of the professional accounting, auditing, and management consulting services currently provided to our local governmental clients include:

- Annual financial and compliance audits including Single Audits of State and Federal financial assistance programs under OMB A-133 audit criteria and the Florida Single Audit Act
- Assisting in compiling historical financial data for first-time and supplemental submissions for GFOA Certificate of Achievement of Excellence in Financial Reporting
- Audits of franchise fees received from outside franchisees
- Assistance with Implementation of GASB-34
- Internal audit functions
- Fixed assets review and updating cost/depreciation allocations and methods

ADDITIONAL DATA

- ***Procedures for Ensuring Quality Control & Confidentiality***

Quality control in any CPA firm can never be taken for granted. It requires a continuing commitment to professional excellence. DiBartolomeo, McBee, Hartley & Barnes is formally dedicated to that commitment.

In an effort to continue to maintain the standards of working excellence required by our firm, DiBartolomeo, McBee, Hartley & Barnes, P.A. joined the Quality Review Program of the American Institute of Certified Public Accountants. To be a participating member firm, a firm must obtain an independent compliance review of its quality control policies and procedures to ascertain the firm's compliance with existing auditing standards on the applicable engagements. The scope of peer review is comprehensive in that it specifically reviews the following quality control policies and procedures of the participating firm:

- Professional, economic, and administrative independence
- Assignment of professional personnel to engagements
- Consultation on technical matters
- Supervision of engagement personnel
- Hiring and employment of personnel
- Professional development
- Advancement
- Acceptance and continuance of clients
- Inspection and review system

- ***Independence***

Independence is a hallmark of our profession. We encourage our staff to use professional judgment in situations where our independence could be impaired or the perception of a conflict of interest might exist. In the governmental sector, public perception is as important as professional standards. Therefore, independent auditors must exercise utmost care in the performance of their duties.

Our firm has provided continuous certified public accounting services in the government sector for 31 years, and we are independent of the Community Development Districts as defined by the following rules, regulations, and standards:

ADDITIONAL DATA (CONTINUED)

- ***Independence (Continued)***

  - Au Section 220 – Statements on Auditing Standards issued by the American Institute of Certified Public Accountants
  - ET Sections 101 and 102 – Code of Professional Conduct of the American Institute of Certified Public Accountants
  - Chapter 21A-21, Florida Administrative Code
  - Section 473.315, Florida Statutes
  - Government Auditing Standards, issued by the Comptroller General of the United States

- ***Computer Auditing Capabilities***

  DiBartolomeo, McBee, Hartley & Barnes' strong computer capabilities as demonstrated by our progressive approach to computer auditing and extensive use of microcomputers. Jay McBee is the MIS partner for DMHB. Jay has extensive experience in auditing and evaluating various computer systems and would provide these services in this engagement.

  We view the computer operation as an integral part of its accounting systems. We would evaluate the computer control environment to:

  - Understand the computer control environment's effect on internal controls
  - Conclude on whether aspects of the environment require special audit attention
  - Make preliminary determination of comments for inclusion in our management letter

  This evaluation includes:

  - System hardware and software
  - Organization and administration
  - Access

Contracts of Similar Nature within References

Client	Years	Annual Audit In Accordance With GAAS	Engagement Partner	Incl. Utility Audit/ Consulting	GFOA Cert.	GASB 34 Implementation & Assistance	Total Hours
St. Lucie County Fire District Karen Russell, Clerk-Treasurer (772)462-2300	1984 - Current	√	**Jim Hartley**			√	**250-300**
City of Fort Pierce Johnna Morris, Finance Director (772)-460-2200	2005-current	√	**Mark Barnes**		√	√	**800**
Fort Pierce Utilities Authority Nina Hurtubise, Finance Director (772)-466-1600	2005-current	√	**Jim Hartley**	√	√	√	**600**
Town of Jupiter Island Mike Ventura (772)-545-0104	2010		**Jim Hartley**	√			**200**
Town of Sewall's Point Pamela Walker (772) 287-2455	2010	√	**Jim Hartley**			√	**225**
Town of St. Lucie Village Diane Robertson, Town Clerk (772) 595-0663	1999 – current	√	**Jim Hartley**			√	**100**
City of Okeechobee Pension Trust Funds Marita Rice, Supervisor of Finance (863)763-9460	1998 – current	√	**Jay McBee**				**60**
St. Lucie County Fire District 175 Pension Trust Fund Chris Bushman , Captain (772) 462-2300	1990 – current	√	**Jay McBee**				**60**
Tradition Community Development District 1-10 Alan Mishlove ,District Finance Manager (407)382-3256	2002 - current	√	**Jim Hartley**			√	**350**
Union Park Community Development District Patricia Comings-Thibault (321)263-0132	2013-current	√	**Jim Hartley**				**50**
Deer Island Community Development District Patricia Comings-Thibault (321)263-0132	2013-current	√	**Jim Hartley**				**50**
Park Creek Community Development District Patricia Comings-Thibault (321)263-0132	2013-current	√	**Jim Hartley**				**50**
Waterleaf Community Development District Patricia Comings-Thibault (321)263-0132	2013-current	√	**Jim Hartley**				**50**

TECHNICAL APPROACH

a. ***An Express Agreement to Meet or Exceed the Performance Specifications.***

1. The audit will be conducted in compliance with the following requirements:

    a. Rules of the Auditor General for form and content of governmental audits
    b. Regulations of the State Department of Banking and Finance
    c. Audits of State and Local Governmental Units-American Institute of Certified Public Accountants.

2. The audit report shall contain the opinion of the auditor in reference to all financial statements, and an opinion reflecting compliance with applicable legal provisions.
3. We will also provide the required copies of the audit report, the management letter, any related reports on internal control weaknesses and one copy of the adjusting journal entries and financial work papers.
4. The auditor shall, at no additional charge, make all related work papers available to any Federal or State agency upon request in accordance with Federal and State Laws and Regulations.
5. We will work in cooperation with the District, its underwriters and bond council in regard to any bond issues that may occur during the term of the contract.
6. The financial statements shall be prepared in conformity with Governmental Accounting Standards Board Statement Number 34, 63 and 65.

We will commit to issuing the audit for each Fiscal year by June 1st of the following year. In order to ensure this we will perform interim internal control testing as required by January 31st from unaudited preliminary general ledgers provided. The remaining testing will be completed no later than May 1st. We will also review all minutes and subsequent needs related to the review of the minutes by January 30th. Follow up review will be completed as necessary. Our goal is to provide timely financial reporting, any deadlines imposed by the district will be considered in order to accommodate.

b. A Tentative Schedule for Performing the Key phases of the Audit

Audit Phase and Tasks	Oct.	Nov.	Dec.	Jan.	Feb.	Mar.	Apr.
I. Planning Phase:							
Meetings and discussions with Lakeside Plantation Community Development District personnel regarding operating, accounting and reporting matters							
Discuss management expectations, strategies and objectives							
Review operations							
Develop engagement plan							
Study and evaluate internal controls							
Conduct preliminary analytical review							
II. Detailed Audit Phase:							
Conduct final risk assessment							
Finalize audit approach plan							
Perform substantive tests of account balances							
Perform single audit procedures (if applicable)							
Perform statutory compliance testing							
III. Closing Phase:							
Review subsequent events, contingencies and commitments							
Complete audit work and obtain management representations							
Review proposed audit adjustments with client							
IV. Reporting Phase:							
Review or assist in preparation of financial statement for Lakeside Plantation Community Development District							
Prepare management letter and other special reports							
Exit conference with Lakeside Plantation Community Development District officials and management							
Delivery of final reports							

b. SPECIFIC AUDIT APPROACH

Our partners are not strangers who show up for an entrance conference and an exit conference. We have developed an audit plan that allows the partners to directly supervise our staff in the field. By assigning two partners to the audit, we will have a partner on-site for a significant portion of the fieldwork. This also gives the District an additional contact individual for questions or problems that may arise during the audit.

The scope of our services will include a financial, as well as, a compliance audit of the District's financial statements. Our audit will be conducted in accordance with auditing standards generally accepted in the United States and the standards applicable to financial audits contained in *Government Auditing Standards,* issued by the Comptroller General of the United States. Additionally, our audit will be conducted in accordance with the provisions of Chapter 10.550, Rules of the Auditor General, which govern the conduct of local government entity audits performed in the State of Florida.

Our audit approach places emphasis on the accounting information system and how the data is recorded, rather than solely on the verification of numbers on a financial statement. This approach enables us to:

- Maximize our understanding of the District's operating environment
- Minimize time required conducting the audit since we start with broad considerations and narrow to specific audit objectives in critical areas

Our audit approach consists of four phases encompassing our audit process:

- Planning Phase
- Detailed Audit Phase
- Closing Phase
- Reporting

Planning Phase

Meetings and Expectations:

Our first step in this phase will be to set up a planning meeting with the financial and operating management of Lakeside Plantation Community Development District. Our goal here is to eliminate "surprises." By meeting with responsible officials early on we can discuss significant accounting policies, closing procedures and timetables, planned timing of our audit procedures and expectations of our work. This will also be the starting point for our discussions with management related to *SAS No. 99-Consideration of Fraud in a Financial Statement Audit*. Inquiries will be made regarding managements knowledge of fraud and on management's views regarding the risk of fraud.

Review Operations and Develop Engagement Plan

It is critical that we understand the District's operating environment. To do this we will obtain and review such items as, organizational charts, recent financial statements, budget information, major contracts and lease agreements. We will also gather other information necessary to increase our understanding of the District's operations, organization, and internal control.

Study and Evaluate Internal Control

As part of general planning, we will obtain an understanding and assessment of the District's control environment. This assessment involves a review of management's operating style, written internal control procedures, and the District's accounting system. The assessment is necessary to determine if we can rely on control procedures and thus reduce the extent of substantive testing.

We then test compliance with established control procedures by ascertaining that the significant strengths within the system are functioning as described to us. Generally, transactions are selected and reviewed in sufficient detail to permit us to formulate conclusions regarding compliance with control procedures and the extent of operation compliance with pertinent laws and regulations. This involves gaining an understanding of the District's procedures, laws and regulations, and testing systems for compliance by examining contracts, invoices, bid procedures, and other documents. After testing controls, we then evaluate the results of those tests and decide whether we can rely on controls and thus reduce other audit procedures.

Conduct Preliminary Analytical Review

Also during the planning stage, we undertake analytical procedures that aid us in focusing our energies in the right direction. We call these analytical reviews.

A properly designed analytical review can be a very effective audit procedure in audits of governmental units. Analytical reviews consist of more than just a comparison of current-year actual results to prior-year actual results. Very effective analytical review techniques include trend analysis covering a number of years and comparisons of information not maintained totally within the financial accounting system, such as per capita information, prevailing market interest rates, housing statistics, etc.

Some examples of effective analytical reviews performed together and/or individually include:

- Comparison of current-year actual results with current-year budget for the current and past years with investigation of significant differences and/or trends
- Trend analysis of the percentage of current-year revenues to current-year rates for the current and previous years with investigation of significant changes in the collection percentage
- Trend analysis of the percentage of expenditures by function for the current and previous years with investigation of significant changes in percentages by department
- Monthly analysis of receipts compared to prior years to detect trends that may have audit implications

Conclusions reached enable us to determine the nature, timing and extent of other substantive procedures.

Detailed Audit Phase

Conduct Final Risk Assessment and Prepare Audit Programs

Risk assessment requires evaluating the likelihood of errors occurring that could have a material affect on the financial statements being audited. The conclusions we reach are based on many evaluations of internal control, systems, accounts, and transactions that occur throughout the audit. After evaluating the results of our tests of control and our final risk assessment we can develop detailed audit programs.

Perform Substantive Tests of Account Balances

These tests are designed to provide reasonable assurance as to the validity of the information produced by the accounting system. Substantive tests involve such things as examining invoices supporting payments, confirmation of balances with independent parties, analytical review procedures, and physical inspection of assets. All significant accounts will be subjected to substantive procedures. Substantive tests provide direct evidence of the completeness, accuracy, and validity of data.

Perform Single Audit Procedures (if applicable)

During the planning phase of the audit we will request and review schedules of expenditures of federal awards and state financial assistance. These schedules will be the basis for our determination of the specific programs we will test.

In documenting our understanding of the internal control system for the financial statement audit, we will identify control activities that impact major federal and state programs as well. This will allow us to test certain controls for the financial audit and the single audit concurrently. We will then perform additional tests of controls for each federal and state program selected for testing. We will then evaluate the results of the test of controls to determine the nature, timing and extent of substantive testing necessary to determine compliance with major program requirements.

Perform Statutory Compliance Testing

We have developed audit programs for Lakeside Plantation Community Development District designed to test Florida Statutes as required by the Auditor General. These programs include test procedures such as general inquiries, confirmation from third parties, and examination of specific documents.

Closing Phase

During the closing phase we perform detail work paper reviews, request legal letters, review subsequent events and proposed audit adjustments. Communication with the client is critical in this phase to ensure that the information necessary to prepare financial statements in conformity with accounting principles generally accepted in the United States has been obtained.

Reporting Phase

Financial Statement Preparation

As a local firm, we spend a considerable amount of time on financial statement preparation and support. With this in mind, we can assist in certain portions of the preparation of financial statements or simply review a draft of financials prepared by your staff. We let you determine our level of involvement.

Management Letters

We want to help you solve problems before they become major.

Our management letters go beyond citing possible deficiencies in the District's internal control structures. They identify opportunities for increasing revenues, decreasing costs, improving management information, protecting assets and improving operational efficiency.

The diversity of experience of our personnel and their independent and objective viewpoints make the comments, observations, and conclusions presented in our management letters a valuable source of information. We have provided positive solution-oriented objective recommendations to our governmental clients regarding investments, accounting accuracy, data processing, revenue bonds, payroll, utility billing, purchasing, budgeting, risk management, and internal auditing.

This review ensures the integrity of the factual data in the management letter but does not influence or impair our independence.

Exit Conferences and Delivery of Reports

We anticipate meeting with appropriate District personnel in February and issuing the final required reports by the May meeting of each year.

PROPOSED AUDIT FEE

DiBartolomeo, McBee, Hartley & Barnes P.A. will perform the annual audit of Lakeside Plantation Community Development District for the five years as follows:

September 30, 2024	$2,850
September 30, 2025	$2,950
September 30, 2026	$3,150
September 30, 2027	$3,250
September 30, 2028	$3,400

In years of new debt issuance fees may be adjusted based on review with management.

SECTION C

Grau & Associates
CERTIFIED PUBLIC ACCOUNTANTS

Proposal to Provide Financial Auditing Services:

LAKESIDE PLANTATION
COMMUNITY DEVELOPMENT DISTRICT

Proposal Due: April 17, 2024
5:00PM

Submitted to:
Lakeside Plantation
Community Development District
c/o District Manager
4530 Eagle Falls Place
Tampa, FL 33619

Submitted by:
Antonio J. Grau, Partner
Grau & Associates
951 Yamato Road, Suite 280
Boca Raton, Florida 33431
Tel (561) 994-9299
(800) 229-4728
Fax (561) 994-5823
tgrau@graucpa.com
www.graucpa.com

Grau & Associates
CERTIFIED PUBLIC ACCOUNTANTS

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Grau & Associates
CERTIFIED PUBLIC ACCOUNTANTS

April 17, 2024

Lakeside Plantation Community Development District
c/o District Manager
4530 Eagle Falls Place
Tampa, FL 33619

Re: Request for Proposal for Professional Auditing Services for the fiscal year ended September 30, 2024, with an option for four (4) additional annual renewals.

Grau & Associates (Grau) welcomes the opportunity to respond to the Lakeside Plantation Community Development District's (the "District") Request for Proposal (RFP), and we look forward to working with you on your audit. We are an energetic and robust team of knowledgeable professionals and are a recognized leader of providing services to Community Development Districts. As one of Florida's few firms to primarily focus on government, we are especially equipped to provide you an effective and efficient audit.

Special district audits are at the core of our practice: **we have a total of 360 clients, 329 or 91% of which are special districts.** We know the specifics of the professional services and work products needed to meet your RFP requirements like no other firm. With this level of experience, we are able to increase efficiency, to provide immediate and continued savings, and to minimize disturbances to client operations.

Why Grau & Associates:

Knowledgeable Audit Team

Grau is proud that the personnel we assign to your audit are some of the most seasoned auditors in the field. Our staff performs governmental engagements year round. When not working on your audit, your team is refining their audit approach for next year's audit. Our engagement partners have decades of experience and take a hands-on approach to our assignments, which all ensures a smoother process for you.

Servicing your Individual Needs

Our clients enjoy personalized service designed to satisfy their unique needs and requirements. Throughout the process of our audit, you will find that we welcome working with you to resolve any issues as swiftly and easily as possible. In addition, due to Grau's very low turnover rate for our industry, you also won't have to worry about retraining your auditors from year to year.

Developing Relationships

We strive to foster mutually beneficial relationships with our clients. We stay in touch year round, updating, collaborating and assisting you in implementing new legislation, rules and standards that affect your organization. We are also available as a sounding board and assist with technical questions.

Maintaining an Impeccable Reputation

We have never been involved in any litigation, proceeding or received any disciplinary action. Additionally, we have never been charged with, or convicted of, a public entity crime of any sort. We are financially stable and have never been involved in any bankruptcy proceedings.

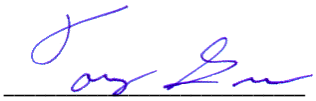
Complying With Standards

Our audit will follow the Auditing Standards of the AICPA, Generally Accepted Government Auditing Standards, issued by the Comptroller General of the United States, and the Rules of the Auditor General of the State of Florida, and any other applicable federal, state and local regulations. We will deliver our reports in accordance with your requirements.

This proposal is a firm and irrevocable offer for 90 days. We certify this proposal is made without previous understanding, agreement or connection either with any previous firms or corporations offering a proposal for the same items. We also certify our proposal is in all respects fair, without outside control, collusion, fraud, or otherwise illegal action, and was prepared in good faith. Only the person(s), company or parties interested in the project as principals are named in the proposal. Grau has no existing or potential conflicts and anticipates no conflicts during the engagement. Our Federal I.D. number is 20-2067322.

We would be happy to answer any questions or to provide any additional information. We are genuinely excited about the prospect of serving you and establishing a long-term relationship. Please do not hesitate to call or email either of our Partners, Antonio J. Grau, CPA (tgrau@graucpa.com) or David Caplivski, CPA (dcaplivski@graucpa.com) at 561.994.9299. We thank you for considering our firm's qualifications and experience.

Very truly yours,
Grau & Associates



Antonio J. Grau

Firm Qualifications

Grau & Associates
CERTIFIED PUBLIC ACCOUNTANTS

Grau's Focus and Experience

Our Team

3 Partners

11 Professional Staff

2 Administrative Professionals

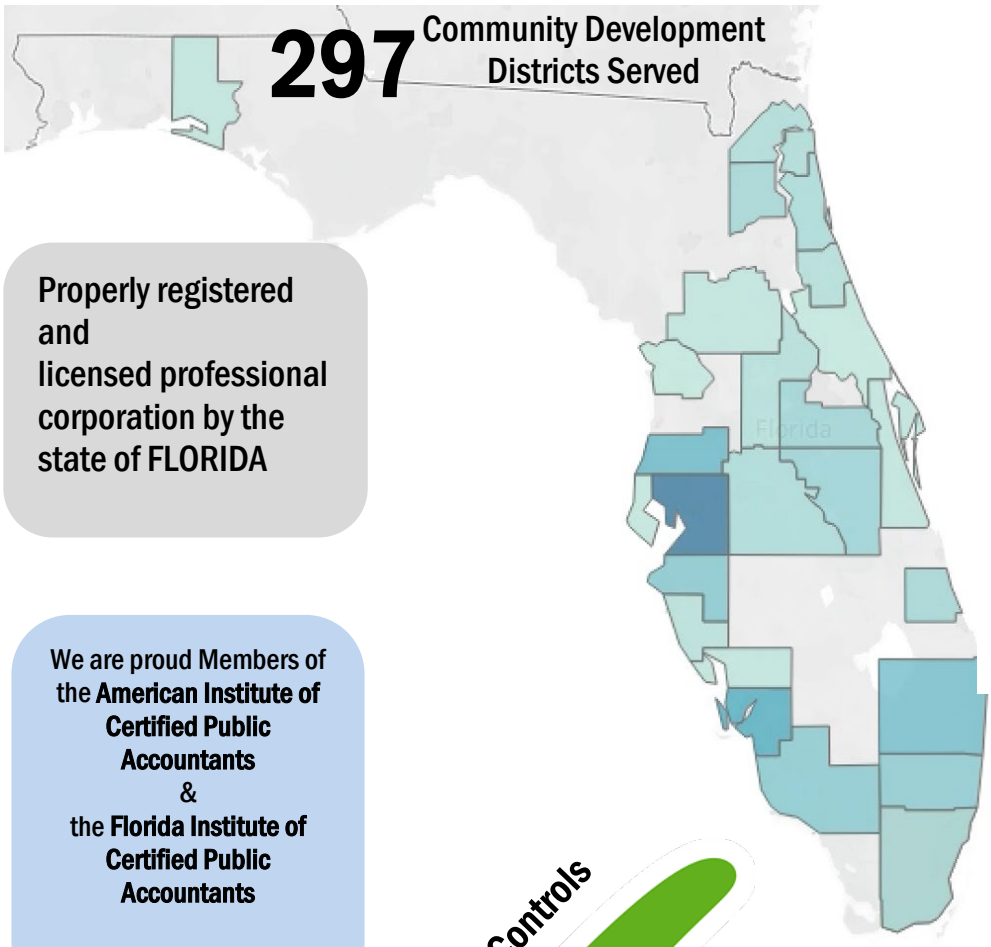


2005

Year founded

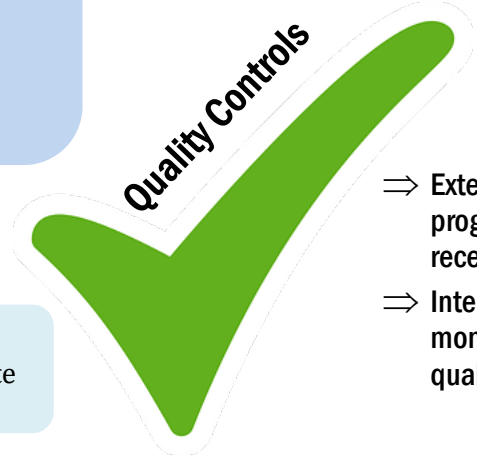
Services Provided





Properly registered and licensed professional corporation by the state of FLORIDA

We are proud Members of the **American Institute of Certified Public Accountants** & the **Florida Institute of Certified Public Accountants**



⇒ External quality review program: consistently receives a pass

⇒ Internal: ongoing monitoring to maintain quality



AICPA | FICPA | GFOA | FASD | FGFOA

See next page for report and certificate

March 17, 2023

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

Dear Antonio Grau:

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

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

Thank you for your cooperation.

Sincerely,

FICPA Peer Review Committee

Peer Review Team
FICPA Peer Review Committee

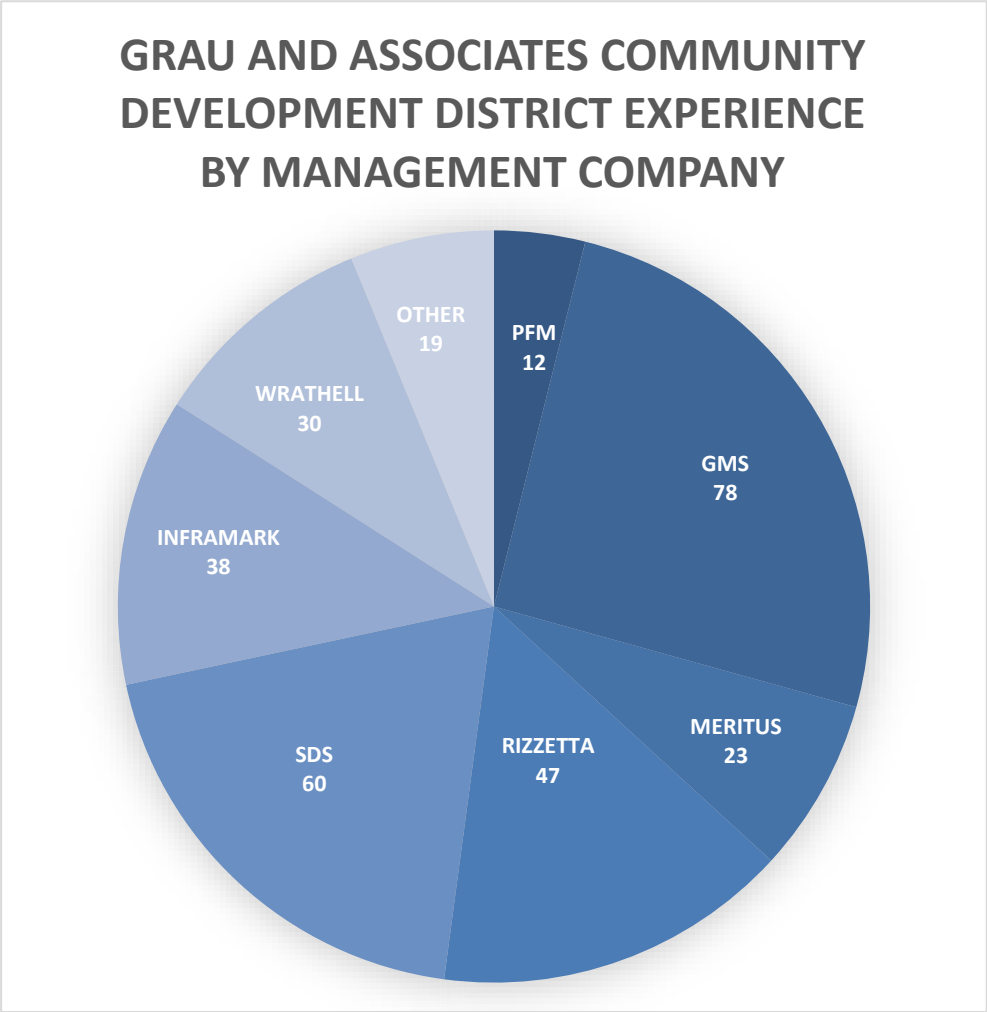
850.224.2727, x5957

cc: Daniel Hevia, Racquel McIntosh

Firm Number: 900004390114 Review Number: 594791

Firm & Staff Experience

Grau & Associates
CERTIFIED PUBLIC ACCOUNTANTS



Profile Briefs:

Antonio J GRAU, CPA (Partner)
Years Performing Audits: 35+
CPE (last 2 years): Government Accounting, Auditing: 24 hours; Accounting, Auditing and Other: 56 hours
Professional Memberships: AICPA, FICPA, FGFOA, GFOA

David Caplivski, CPA (Partner)
Years Performing Audits: 13+
CPE (last 2 years): Government Accounting, Auditing: 24 hours; Accounting, Auditing and Other: 64 hours
Professional Memberships: AICPA, FICPA, FGFOA, FASD

"Here at Grau & Associates, staying up to date with the current technological landscape is one of our top priorities. Not only does it provide a more positive experience for our clients, but it also allows us to perform a more effective and efficient audit. With the every changing technology available and utilized by our clients, we are constantly innovating our audit process."
- Tony Grau

"Quality audits and exceptional client service are at the heart of every decision we make. Our clients trust us to deliver a quality audit, adhering to high standards and assisting them with improvements for their organization."
- David Caplivski

YOUR ENGAGEMENT TEAM

Grau's client-specific engagement team is meticulously organized in order to meet the unique needs of each client. Constant communication within our solution team allows for continuity of staff and audit team.

The Certified Information Technology Professional (CITP) Partner will bring a unique blend of IT expertise and understanding of accounting principles to the financial statement audit of the District.

An advisory consultant will be available as a sounding board to advise in those areas where problems are encountered.



The assigned personnel will work closely with the partner and the District to ensure that the financial statements and all other reports are prepared in accordance with professional standards and firm policy. Responsibilities will include planning the audit; communicating with the client and the partners the progress of the audit; and determining that financial statements and all reports issued by the firm are accurate, complete and are prepared in accordance with professional standards and firm policy.

The Engagement Partner will participate extensively during the various stages of the engagement and has direct responsibility for engagement policy, direction, supervision, quality control, security, confidentiality of information of the engagement and communication with client personnel. The engagement partner will also be involved directing the development of the overall audit approach and plan; performing an overriding review of work papers and ascertain client satisfaction.



Antonio 'Tony ' J. Grau, CPA

Partner

Contact: tgrau@graucpa.com | (561) 939-6672

Experience

For over 30 years, Tony has been providing audit, accounting and consulting services to the firm's governmental, non-profit, employee benefit, overhead and arbitrage clients. He provides guidance to clients regarding complex accounting issues, internal controls and operations.

As a member of the Government Finance Officers Association Special Review Committee, Tony participated in the review process for awarding the GFOA Certificate of Achievement in Financial Reporting. Tony was also the review team leader for the Quality Review of the Office of Management Audits of School Board of Miami-Dade County. Tony received the AICPA advanced level certificate for governmental single audits.

Education

University of South Florida (1983)
Bachelor of Arts
Business Administration

Clients Served (partial list)

(>300) Various Special Districts, including:

Bayside Improvement Community Development District
Dunes Community Development District
Fishhawk Community Development District (I,II,IV)
Grand Bay at Doral Community Development District
Heritage Harbor North Community Development District
St. Lucie West Services District
Ave Maria Stewardship Community District
Rivers Edge II Community Development District
Bartram Park Community Development District
Bay Laurel Center Community Development District

Boca Raton Airport Authority
Greater Naples Fire Rescue District
Key Largo Wastewater Treatment District
Lake Worth Drainage District
South Indian River Water Control

Professional Associations/Memberships

American Institute of Certified Public Accountants
Florida Institute of Certified Public Accountants
City of Boca Raton Financial Advisory Board Member
Florida Government Finance Officers Association
Government Finance Officers Association Member

Professional Education *(over the last two years)*

Course	***Hours***
Government Accounting and Auditing	24
Accounting, Auditing and Other	56
Total Hours	80 (*includes of 4 hours of Ethics CPE)*



David Caplivski, CPA/CITP, Partner

Contact : dcaplivski@graucpa.com / 561-939-6676

Experience

Grau & Associates	Partner	2021-Present
Grau & Associates	Manager	2014-2020
Grau & Associates	Senior Auditor	2013-2014
Grau & Associates	Staff Auditor	2010-2013

Education

Florida Atlantic University (2009)
Master of Accounting
Nova Southeastern University (2002)
Bachelor of Science
Environmental Studies

Certifications and Certificates

Certified Public Accountant (2011)
AICPA Certified Information Technology Professional (2018)
AICPA Accreditation COSO Internal Control Certificate (2022)

Clients Served *(partial list)*

(>300) Various Special Districts
Aid to Victims of Domestic Abuse
Boca Raton Airport Authority
Broward Education Foundation
CareerSource Brevard
CareerSource Central Florida 403 (b) Plan
City of Lauderhill GERS
City of Parkland Police Pension Fund
City of Sunrise GERS
Coquina Water Control District
Central County Water Control District
City of Miami (program specific audits)
City of West Park
Coquina Water Control District
East Central Regional Wastewater Treatment Facl.
East Naples Fire Control & Rescue District
Hispanic Human Resource Council
Loxahatchee Groves Water Control District
Old Plantation Water Control District
Pinetree Water Control District
San Carlos Park Fire & Rescue Retirement Plan
South Indian River Water Control District
South Trail Fire Protection & Rescue District
Town of Haverhill
Town of Hypoluxo
Town of Hillsboro Beach
Town of Lantana
Town of Lauderdale By-The–Sea Volunteer Fire Pension
Town of Pembroke Park
Village of Wellington
Village of Golf

Professional Education (over the last two years)

Course	**Hours**
Government Accounting and Auditing	24
Accounting, Auditing and Other	64
Total Hours	88 (*includes 4 hours of Ethics CPE)*

Professional Associations

Member, American Institute of Certified Public Accountants
Member, Florida Institute of Certified Public Accountants
Member, Florida Government Finance Officers Association
Member, Florida Association of Special Districts

References

We have included three references of government engagements that require compliance with laws and regulations, follow fund accounting, and have financing requirements, which we believe are similar to the District.

Dunes Community Development District

Scope of Work	Financial audit
Engagement Partner	Antonio J. Grau
Dates	Annually since 1998
Client Contact	Darrin Mossing, Finance Director 475 W. Town Place, Suite 114 St. Augustine, Florida 32092 904-940-5850

Two Creeks Community Development District

Scope of Work	Financial audit
Engagement Partner	Antonio J. Grau
Dates	Annually since 2007
Client Contact	William Rizzetta, President 3434 Colwell Avenue, Suite 200 Tampa, Florida 33614 813-933-5571

Journey's End Community Development District

Scope of Work	Financial audit
Engagement Partner	Antonio J. Grau
Dates	Annually since 2004
Client Contact	Todd Wodraska, Vice President 2501 A Burns Road Palm Beach Gardens, Florida 33410 561-630-4922

Specific Audit Approach

Grau & Associates
CERTIFIED PUBLIC ACCOUNTANTS

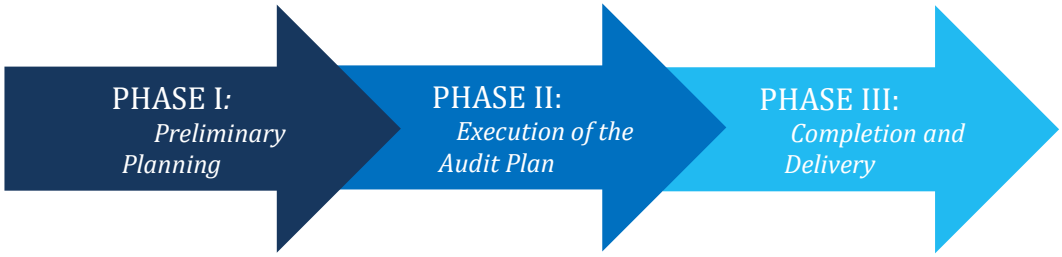
AUDIT APPROACH

Grau's Understanding of Work Product / Scope of Services:

We recognize the District is an important entity and we are confident our firm is eminently qualified to meet the challenges of this engagement and deliver quality audit services. ***You would be a valued client of our firm*** *and* ***we pledge to commit all firm resources to provide the level and quality of services (as described below) which not only meet the requirements set forth in the RFP but*** *will* ***exceed those expectations***. Grau & Associates fully understands the scope of professional services and work products requested. Our audit will follow the Auditing Standards of the AICPA, *Generally Accepted Government Auditing Standards*, issued by the Comptroller General of the United States, and the Rules of the Auditor General of the State of Florida and any other applicable Federal, State of Local regulations. **We will deliver our reports in accordance with your requirements.**

Proposed segmentation of the engagement

Our approach to the audit engagement is a risk-based approach which integrates the best of traditional auditing techniques and a total systems concept to enable the team to conduct a more efficient and effective audit. The audit will be conducted in three phases, which are as follows:



Phase I - Preliminary Planning

A thorough understanding of your organization, service objectives and operating environment is essential for the development of an audit plan and for an efficient, cost-effective audit. During this phase, we will meet with appropriate personnel to obtain and document our understanding of your operations and service objectives and, at the same time, give you the opportunity to express your expectations with respect to the services that we will provide. Our work effort will be coordinated so that there will be minimal disruption to your staff.

During this phase we will perform the following activities:

- Review the regulatory, statutory and compliance requirements. This will include a review of applicable federal and state statutes, resolutions, bond documents, contracts, and other agreements;
- Read minutes of meetings;
- Review major sources of information such as budgets, organization charts, procedures, manuals, financial systems, and management information systems;
- Obtain an understanding of fraud detection and prevention systems;
- Obtain and document an understanding of internal control, including knowledge about the design of relevant policies, procedures, and records, and whether they have been placed in operation;
- Assess risk and determine what controls we are to rely upon and what tests we are going to perform and perform test of controls;
- Develop audit programs to incorporate the consideration of financial statement assertions, specific audit objectives, and appropriate audit procedures to achieve the specified objectives;
- Discuss and resolve any accounting, auditing and reporting matters which have been identified.

Phase II – Execution of Audit Plan

The audit team will complete a major portion of transaction testing and audit requirements during this phase. The procedures performed during this period will enable us to identify any matter that may impact the completion of our work or require the attention of management. Tasks to be performed in Phase II include, but are not limited to the following:

- Apply analytical procedures to further assist in the determination of the nature, timing, and extent of auditing procedures used to obtain evidential matter for specific account balances or classes of transactions;
- Perform tests of account balances and transactions through sampling, vouching, confirmation and other analytical procedures; and
- Perform tests of compliance.

Phase III - Completion and Delivery

In this phase of the audit, we will complete the tasks related to year-end balances and financial reporting. All reports will be reviewed with management before issuance, and the partners will be available to meet and discuss our report and address any questions. Tasks to be performed in Phase III include, but are not limited to the following:

- Perform final analytical procedures;
- Review information and make inquiries for subsequent events; and
- Meeting with Management to discuss preparation of draft financial statements and any potential findings or recommendations.

You should expect more from your accounting firm than a signature in your annual financial report. Our concept of truly responsive professional service emphasizes taking an active interest in the issues of concern to our clients and serving as an effective resource in dealing with those issues. In following this approach, we not only audit financial information with hindsight but also consider the foresight you apply in managing operations.

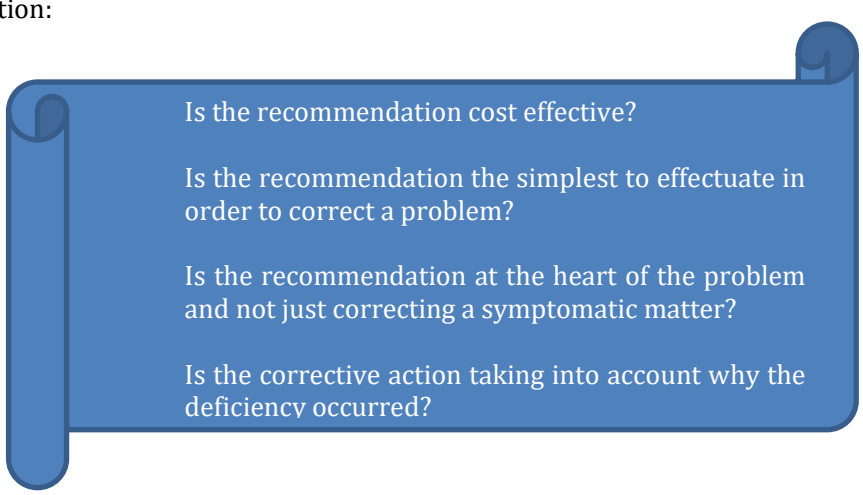
Application of this approach in developing our management letter is particularly important given the increasing financial pressures and public scrutiny facing today's public officials. We will prepare the management letter at the completion of our final procedures.

In preparing this management letter, we will initially review any draft comments or recommendations with management. In addition, we will take necessary steps to ensure that matters are communicated to those charged with governance.

In addition to communicating any recommendations, we will also communicate the following, if any:

- Significant audit adjustments;
- Significant deficiencies or material weaknesses;
- Disagreements with management; and
- Difficulties encountered in performing the audit.

Our findings will contain a statement of condition describing the situation and the area that needs strengthening, what should be corrected and why. Our suggestions will withstand the basic tests of corrective action:



To assure full agreement with facts and circumstances, we will fully discuss each item with Management prior to the final exit conference. This policy means there will be no "surprises" in the management letter and fosters a professional, cooperative atmosphere.

Communications

We emphasize a continuous, year-round dialogue between the District and our management team. We regularly communicate through personal telephone calls and electronic mail throughout the audit and on a regular basis.

Our clients have the ability to transmit information to us on our secure client portal with the ability to assign different staff with separate log on and viewing capability. This further facilitates efficiency as all assigned users receive electronic mail notification as soon as new information has been posted into the portal.

Cost of Services

Grau & Associates
CERTIFIED PUBLIC ACCOUNTANTS

Our proposed all-inclusive fees for the financial audit for the fiscal years ended September 30, 2024-2028 are as follows:

Year Ended September 30,	Fee
2024	$4,200
2025	$4,300
2026	$4,400
2027	$4,500
2028	$4,600
TOTAL (2024-2028)	**$22,000**

The above fees are based on the assumption that the District maintains its current level of operations. Should conditions change or Bonds are issued the fees would be adjusted accordingly upon approval from all parties concerned.

Supplemental Information



Grau & Associates

CERTIFIED PUBLIC ACCOUNTANTS

PARTIAL LIST OF CLIENTS

SPECIAL DISTRICTS	Governmental Audit	Single Audit	Utility Audit	Current Client	Year End
Boca Raton Airport Authority	✓	✓		✓	9/30
Captain's Key Dependent District	✓			✓	9/30
Central Broward Water Control District	✓			✓	9/30
Collier Mosquito Control District	✓			✓	9/30
Coquina Water Control District	✓			✓	9/30
East Central Regional Wastewater Treatment Facility	✓		✓		9/30
Florida Green Finance Authority	✓				9/30
Greater Boca Raton Beach and Park District	✓			✓	9/30
Greater Naples Fire Control and Rescue District	✓	✓		✓	9/30
Green Corridor P.A.C.E. District	✓			✓	9/30
Hobe-St. Lucie Conservancy District	✓			✓	9/30
Indian River Mosquito Control District	✓				9/30
Indian Trail Improvement District	✓			✓	9/30
Key Largo Wastewater Treatment District	✓	✓	✓	✓	9/30
Lake Padgett Estates Independent District	✓			✓	9/30
Lake Worth Drainage District	✓			✓	9/30
Lealman Special Fire Control District	✓			✓	9/30
Loxahatchee Groves Water Control District	✓				9/30
Old Plantation Control District	✓			✓	9/30
Pal Mar Water Control District	✓			✓	9/30
Pinellas Park Water Management District	✓			✓	9/30
Pine Tree Water Control District (Broward)	✓			✓	9/30
Pinetree Water Control District (Wellington)	✓				9/30
Ranger Drainage District	✓	✓		✓	9/30
Renaissance Improvement District	✓			✓	9/30
San Carlos Park Fire Protection and Rescue Service District	✓			✓	9/30
Sanibel Fire and Rescue District	✓			✓	9/30
South Central Regional Wastewater Treatment and Disposal Board	✓			✓	9/30
South-Dade Venture Development District	✓			✓	9/30
South Indian River Water Control District	✓	✓		✓	9/30
South Trail Fire Protection & Rescue District	✓			✓	9/30
Spring Lake Improvement District	✓			✓	9/30
St. Lucie West Services District	✓		✓	✓	9/30
Sunshine Water Control District	✓			✓	9/30
West Villages Improvement District	✓			✓	9/30
Various Community Development Districts (297)	✓			✓	9/30
TOTAL	**333**	**5**	**3**	**328**	

ADDITIONAL SERVICES

CONSULTING / MANAGEMENT ADVISORY SERVICES

Grau & Associates also provide a broad range of other management consulting services. Our expertise has been consistently utilized by Governmental and Non-Profit entities throughout Florida. Examples of engagements performed are as follows:

- Accounting systems
- Development of budgets
- Organizational structures
- Financing alternatives
- IT Auditing
- Fixed asset records
- Cost reimbursement
- Indirect cost allocation
- Grant administration and compliance

ARBITRAGE

The federal government has imposed complex rules to restrict the use of tax-exempt financing. Their principal purpose is to eliminate any significant arbitrage incentives in a tax-exempt issue. We have determined the applicability of these requirements and performed the rebate calculations for more than 150 bond issues, including both fixed and variable rate bonds.

73 Current Arbitrage Calculations

We look forward to providing Lakeside Plantation Community Development District with our resources and experience to accomplish not only those minimum requirements set forth in your Request for Proposal, but to exceed those expectations!

For even more information on Grau & Associates please visit us on www.graucpa.com.

SECTION IV

MINUTES OF MEETING
LAKESIDE PLANTATION
COMMUNITY DEVELOPMENT DISTRICT

The Audit Committee meeting of the Board of Supervisors of the Lakeside Plantation Community Development District was held on Wednesday, **March 20, 2024** at 6:00 p.m. via Zoom Communication Media Technology and at the Lakeside Plantation Clubhouse, 2800 Plantation Boulevard, North Port, Florida.

Present and constituting a quorum:

Pat LaVoy	Chair
Mary (Sue) Martin	Vice Chair
Alan (Bud) Sabol	Assistant Secretary
Pina Chichelli	Assistant Secretary

Also present:

Jordan Lansford	GMS – District Management
Jason Greenwood	GMS
Sarah Sandy *via Zoom*	Kutak Rock, LLP

FIRST ORDER OF BUSINESS **Roll Call**

Ms. Lansford called the Audit Committee meeting to order at 6:00 p.m. A quorum was present.

SECOND ORDER OF BUSINESS **Selection of Audit Evaluation Criteria**

Ms. Lansford presented the Audit Evaluation Criteria, which the Audit Committee needed to review and provide a recommendation to the CDD Board, in terms of whether or not they wanted to include price, when evaluating the Audit RFP proposals. There was Committee consensus to include price in the Audit Evaluation Criteria**.**

FOURTH ORDER OF BUSINESS **Adjournment**

On MOTION by Ms. Martin seconded by Mr. LaVoy with all in favor the Audit Committee meeting was adjourned.

BOARD OF SUPERVISORS MEETING

SECTION IV

SECTION A

AGREEMENT FOR PROFESSIONAL ENGINEERING SERVICES

THIS AGREEMENT FOR PROFESSIONAL ENGINEERING SERVICES (the "**Agreement**") is made and entered into this ____ day of _____ 2024, by and between:

Lakeside Plantation Community Development District, a local unit of special-purpose government established pursuant to Chapter 190, *Florida Statutes*, and located in the City of North Port, Florida, with a mailing address of 4530 Eagle Falls Place, Tampa, Florida 33619 (the "**District**"); and

Lighthouse Engineering, Inc., a Florida corporation, with a mailing address of 701 Enterprise Road East, Suite 410, Safety Harbor, Florida 34695 ("**Engineer**").

RECITALS

WHEREAS, the District is a local unit of special purpose government established pursuant to the Uniform Community Development District Act of 1980, as codified in Chapter 190, *Florida Statutes*; and

WHEREAS, the District is authorized to plan, finance, construct, install, acquire and/or maintain improvements, facilities and services in conjunction with the development and maintenance of the lands within the District; and

WHEREAS, pursuant to Sections 190.033 and 287.055, *Florida Statutes*, the District solicited qualifications from qualified firms and individuals to provide professional engineering services to the District on a continuing basis; and

WHEREAS, Engineer submitted a proposal to serve in this capacity; and

WHEREAS, on March 20, 2024, the District's Board of Supervisors (the "**Board**") ranked Engineer as the most qualified firm to provide professional engineering services for the District on a continuing basis and authorized the negotiation of a contract pursuant to Section 287.055, *Florida Statutes*; and

WHEREAS, the District intends to employ Engineer to perform engineering, surveying, planning, construction administration, environmental management and permitting, financial and economic studies, as defined by a separate work authorization(s); and

WHEREAS, the Engineer shall serve as District's professional representative in each service or project to which this Agreement applies and will give consultation and advice to the District during performance of these services.

NOW, THEREFORE, for and in consideration of the mutual covenants herein contained, the acts and deeds to be performed by the parties hereto and the payments by the District to the Engineer of the sums of money herein specified, it is mutually covenanted and agreed as follows:

ARTICLE 1. INCORPORATION OF RECITALS. The recitals stated above are true and correct and are incorporated by reference herein as a material part of this Agreement.

ARTICLE 2. SCOPE OF SERVICES.

A. The Engineer will provide general engineering services for the District, including:

1. Preparation of any necessary reports and attendance at meetings of the Board.
2. Assisting in meeting with necessary parties involving bond issues, special reports, feasibility studies or other tasks.
3. Providing professional engineering services, including but not limited to, review and execution of documents under the District's Trust Indentures and monitoring of District projects.
4. Any other items requested by the Board.

B. Engineer shall, when authorized by the Board, provide general services related to construction of any District projects, including but not limited to:

1. Periodic visits to the site, or full-time construction management of District projects, as directed by District.
2. Processing of contractors' pay estimates.
3. Preparation of, and/or assistance with, the preparation of work authorizations, requisitions, change orders and acquisitions for review by the District Manager, District Counsel, and the Board.
4. Final inspection and requested certificates for construction, including the final certificate of construction.
5. Consultation and advice during construction, including performing all roles and actions required of any construction contract between District and any contractor(s) in which Engineer is named as owner's representative or "Engineer."
6. Any other activity related to construction as authorized by the Board.

C. With respect to maintenance of the facilities, Engineer shall render such services as authorized by the Board.

ARTICLE 3. METHOD OF AUTHORIZATION. Each service or project shall be authorized in writing by the District. The written authorization shall be incorporated in a work authorization which shall include the scope of services, compensation, project schedule, and special provisions or conditions specific to the service or project being authorized ("**Work Authorization**"). Authorization of services or projects under this Agreement shall be at the sole option of the District.

ARTICLE 4. COMPENSATION. It is understood and agreed that the payment of compensation for services under this Agreement shall be stipulated in each Work Authorization. One of the following methods will be utilized:

A. Lump Sum Amount – The District and Engineer shall mutually agree to a lump sum amount for the services to be rendered payable monthly in direct proportion to the work accomplished. For any lump-sum or cost-plus-a-fixed-fee professional service contract over the threshold amount provided in Section 287.017, *Florida Statutes*, for CATEGORY FOUR, the District shall require the Engineer to execute a truth-in-negotiation certificate stating that wage rates and other factual unit costs supporting the compensation are accurate, complete, and current at the time of contracting. The price for any lump sum Work Authorization, and any additions thereto, will be adjusted to exclude any significant sums by which the District determines the Work Authorization was increased due to inaccurate, incomplete, or noncurrent wage rates and other factual unit costs. All such adjustments must be made within one (1) year following the completion of the work contemplated by the lump sum Work Authorization.

B. Hourly Personnel Rates – For services or projects where the scope of services is not clearly defined or recurring services or other projects where the District desires the use of the hourly compensation rates, the rates outlined in **Exhibit A**, attached hereto and incorporated by this reference, shall apply. The District and Engineer may agree to a "not to exceed" amount when utilizing hourly personnel rates for a specific work authorization.

ARTICLE 5. REIMBURSABLE EXPENSES. Reimbursable expenses consist of actual expenditures made by Engineer, its employees, or its consultants in the interest of the services for the incidental expenses as listed as follows:

A. Expenses of transportation and living when traveling in connection with a project and fees paid for securing approval of authorities having jurisdiction over the project. All expenditures shall be made in accordance with Chapter 112, *Florida Statutes*, and with the District's travel policy.

B. Expense of reproduction, postage and handling of drawings and specifications.

ARTICLE 6. TERM OF AGREEMENT. It is understood and agreed that the term of this Agreement will be from the time of execution of this Agreement by the parties hereto until terminated in accordance with its terms.

ARTICLE 7. SPECIAL CONSULTANTS. When authorized in writing by the District, additional special consulting services may be utilized by Engineer and paid for on a cost basis.

ARTICLE 8. BOOKS AND RECORDS. Engineer shall maintain comprehensive books and records relating to any services performed under this Agreement, which shall be retained by Engineer for a period of at least four (4) years from and after completion of any services hereunder, or such further time as required under Florida law. The District, or its authorized representative, shall have the right to audit such books and records at reasonable times upon prior notice to Engineer.

ARTICLE 9. OWNERSHIP OF DOCUMENTS.

A. All rights in and title to all plans, drawings, specifications, ideas, concepts, designs, sketches, models, programs, software, creation, inventions, reports, or other tangible work product originally developed by Engineer pursuant to this Agreement (the "**Work Product**") shall be and remain the sole and exclusive property of the District when developed and shall be considered work for hire.

B. The Engineer shall deliver all Work Product to the District upon completion thereof, unless it is necessary for the Engineer in the District's sole discretion to retain possession for a longer period of time. Upon early termination of the Engineer's services hereunder, the Engineer shall deliver to the District all such Work Product, whether complete or not, upon payment of all outstanding balances due Engineer for Work Product. The District shall have all rights to use any and all Work Product. Engineer shall retain copies of the Work Product for its permanent records, provided the Work Product is not used without the District's prior express written consent. The Engineer agrees not to recreate any Work Product contemplated by this Agreement, or portions thereof, which if constructed or otherwise materialized, would be reasonably identifiable with the District. If said Work Product is used by the District for any purpose other than that purpose which is intended by this Agreement, the District shall

indemnify Engineer from any and all claims and liabilities which may result from such re-use, in the event Engineer does not consent to such use.

C. The District exclusively retains all manufacturing rights to all materials or designs developed under this Agreement. To the extent the services performed under this Agreement produce or include copyrightable or patentable materials or designs, such materials or designs are work made for hire for the District as the author, creator, or inventor thereof upon creation, and the District shall have all rights therein including, without limitation, the right of reproduction, with respect to such work. The Engineer hereby assigns to the District any and all rights the Engineer may have including, without limitation, the copyright, with respect to such work. The Engineer acknowledges that the District is the motivating factor for, and for the purpose of copyright or patent, has the right to direct and supervise, the preparation of such copyrightable or patentable materials or designs.

ARTICLE 10. REUSE OF DOCUMENTS. All documents including drawings and specifications furnished by Engineer pursuant to this Agreement are instruments of service. Such documents are not intended or represented to be suitable for reuse by District or others on extensions of the work for which they were provided or on any other project. Any reuse without specific written consent by Engineer will be at the District's sole risk and without liability or legal exposure to Engineer. All documents including drawings, plans and specifications furnished by Engineer to District are subject to reuse in accordance with Section 287.055(10), *Florida Statutes*.

ARTICLE 11. ESTIMATE OF COST. Since Engineer has no control over the cost of labor, materials, or equipment or over a contractor's methods of determining prices, or over competitive bidding or market conditions, Engineer's opinions of probable cost provided as a service hereunder are to be made on the basis of its experience and qualifications and represent Engineer's best judgment as a design professional familiar with the construction industry, but Engineer cannot and does not guarantee that proposals, bids, or the construction costs will not vary from opinions of probable cost prepared by Engineer. If the District wishes greater assurance as to the construction costs, it shall employ an independent cost estimator at its own expense. Services to modify approved documents to bring the construction cost within any limitation established by the District will be considered additional services and justify additional fees.

ARTICLE 12. INSURANCE.

A. Subject to the provisions of this Article, the Engineer shall, at a minimum, maintain throughout the term of this Agreement the following insurance:

1. Workers' Compensation Insurance in accordance with the laws of the State of Florida.

2. Commercial General Liability Insurance, including but not limited to, bodily injury (including contractual), property damage (including contractual), products and completed operations, and personal injury with limits of not less than One Million Dollars and No Cents ($1,000,000.00) per occurrence, and not less than Two Million Dollars and No Cents ($2,000,000.00) in the aggregate covering all work performed under this Agreement.

3. Automobile Liability Insurance, including without limitation bodily injury and property damage, including all vehicles owned, leased, hired, and non-owned

vehicles with limits of not less than One Million Dollars and No Cents ($1,000,000.00) combined single limit covering all work performed under this Agreement.

4. Professional Liability Insurance for Errors and Omissions, with limits of not less than One Million Dollars and No Cents ($1,000,000.00).

B. All insurance policies secured by Engineer pursuant to the terms of this Agreement shall be written on an "occurrence" basis to the extent permitted by law, except with respect to the Professional Liability Insurance which shall be on a claims-made basis.

C. The District and the District's officers, supervisors, agents, staff, and representatives shall be named as additional insured parties, except with respect to the Worker's Compensation Insurance and Professionally Liability Insurance for which only proof of insurance shall be provided. The Engineer shall furnish the District with the Certificate of Insurance evidencing compliance with the requirements of this Section. No certificate shall be acceptable to the District, unless it provides that any change or termination within the policy periods of the insurance coverage, as certified, shall not be effective within thirty (30) days of prior written notice to the District. Insurance coverage shall be from a reputable insurance carrier, licensed to conduct business in the state of Florida.

D. If the Engineer fails to have secured and maintained the required insurance, the District has the right (without any obligation to do so, however), to secure such required insurance in which event, the Engineer shall pay the cost for that required insurance and shall furnish, upon demand, all information that may be required in connection with the District's obtaining the required insurance.

ARTICLE 13. CONTINGENT FEE. The Engineer warrants that it has not employed or retained any company or person, other than a bona fide employee working solely for the Engineer, to solicit or secure this Agreement and that it has not paid or agreed to pay any person, company, corporation, individual, or firm, other than a bona fide employee working solely for the Engineer, any fee, commission, percentage, gift, or other consideration contingent upon or resulting from the award or making of this Agreement.

ARTICLE 14. AUDIT. Records of the Engineer pertaining to the services provided hereunder shall be kept on a basis of generally accepted accounting principles and shall be available to the District or its authorized representative for observation or audit at mutually agreeable times. The Engineer agrees that the District or any of its duly authorized representatives shall have access to and the right to examine any books, documents, papers, and records of the Engineer involving transactions related to the Agreement for a period of four (4) years or longer as required by law. The Engineer agrees that payment made under the Agreement shall be subject to reduction for amounts charged thereto that are found on the basis of audit examination not to constitute allowable costs. All required records shall be maintained until either (a) the completion of an audit and resolution of all questions arising therefrom, or (b) three years after the expenditure of all funds under this Agreement, or (c) the public record retention period established by the District's records retention policy, whichever comes later.

ARTICLE 15. COMPLIANCE WITH GOVERNMENTAL REGULATIONS. In performing its obligations under this Agreement, the Engineer and each of its agents, servants, employees, or anyone directly or indirectly employed by the Engineer, shall comply with all applicable laws, ordinances, rules,

regulations, and orders of any public or governmental authority having appropriate jurisdiction. If the Engineer fails to notify the District in writing within five (5) days of the receipt of any notice, order, required to comply notice, or a report of a violation or an alleged violation, made by any local, State, or Federal governmental body or agency or subdivision thereof with respect to the services being rendered under this Agreement or any action of the Engineer or any of its agents, servants, or employees, or fails to comply with any requirement of such agency within five (5) days after receipt of any such notice, order request to comply notice, or report of a violation or an alleged violation, the District may terminate this Agreement, such termination to be effective upon the giving of notice of termination.

ARTICLE 16. COMPLIANCE WITH PROFESSIONAL STANDARDS. In performing its obligations under this Agreement, the Engineer and each of its agents, servants, employees, or anyone directly or indirectly employed by Engineer, shall maintain the standard of care, skill, diligence, and professional competency for such work and/or services ordinarily used by members of the Engineer's profession practicing under similar circumstances at the same time and in the same locality. Any designs, drawings, reports, or specifications prepared or furnished by Engineer that contain errors, conflicts, or omissions will be promptly corrected by Engineer at no cost to the District.

ARTICLE 17. INDEMNIFICATION.

A. The Engineer agrees, to the fullest extent permitted by law, to indemnify and hold harmless the District, its officers, supervisors, agents, staff, and representatives from any and all liabilities, damages, losses, and costs, including, but not limited to, reasonable attorneys' fees, paralegal fees, and expert witness fees and costs for trial, alternative dispute resolution, or appellate proceedings, to the extent caused by the negligence, recklessness, or intentionally wrongful conduct or errors or omissions of the Engineer and persons employed or utilized by the Engineer in the performance of this Agreement.

B. Engineer agrees and covenants that nothing herein shall constitute or be construed as a waiver of the District's sovereign immunity pursuant to Section 768.28, *Florida Statutes*, or other applicable law. The District agrees, to the extent permitted by Section 768.28, *Florida Statutes*, and other applicable law, to indemnify and hold the Engineer harmless from any damage, liability or cost to the extent caused by the District's negligence, recklessness, or intentionally wrongful conduct of the District and persons employed or utilized by the District in the performance of this Agreement.

C. The following shall apply only to the extent a limitation on liability is required by Section 725.06, *Florida Statutes*, or other applicable law: liability under this section shall in no event exceed the sum of Two Million Dollars ($2,000,000). Engineer shall carry, at its own expense, insurance in a company satisfactory to District to cover the aforementioned liability. Engineer agrees such limitation bears a reasonable commercial relationship to the Agreement.

D. Disclaimer of Consequential Damages - Notwithstanding anything to the contrary in this Agreement, the Parties shall have no liability to each other for indirect, consequential, or special damages including, but not limited to, liability or damages for delays of any nature, loss of anticipated revenues or profits, costs of shutdown or startup.

E. UNDER THIS AGREEMENT, AND SUBJECT TO THE REQUIREMENTS OF SECTION 558.0035,

FLORIDA STATUTES, WHICH REQUIREMENTS ARE EXPRESSLY INCORPORATED HEREIN, AN INDIVIDUAL EMPLOYEE OR AGENT OF ENGINEER MAY NOT BE HELD INDIVIDUALLY LIABLE FOR NEGLIGENCE.

F. In the event that any indemnification, defense, or hold harmless provision of this Agreement is determined to be unenforceable, the provision shall be reformed in accordance with the mutual intent of the Engineer and the District to provide indemnification, defense, and hold harmless provisions to the maximum effect allowed by Florida law and for the benefit of the Indemnitees.

ARTICLE 18. EMPLOYMENT VERIFICATION; E-VERIFY. The Engineer agrees that it shall bear the responsibility for verifying the employment status of all persons it employs or subcontracts in the performance of this Agreement and agrees to otherwise comply with all applicable federal and Florida law, including but not limited to the Immigration Reform and Control Act of 1986, as amended, and Section 448.095, *Florida Statutes*.

ARTICLE 19. INDEPENDENT CONTRACTOR. In all matters relating to this Agreement, the District and the Engineer agree and acknowledge that the Engineer shall serve as an independent contractor of the District. Neither the Engineer nor employees of the Engineer, if any, are employees of the District under the meaning or application of any Federal or State unemployment, insurance laws, or any other potentially applicable laws. The Engineer agrees to assume all liabilities or obligations by any one or more of such laws with respect to employees of the Engineer, if any, in the performance of this Agreement. The Engineer shall not have any authority to assume or create any obligation, express or implied, on behalf of the District and the Engineer shall have no authority to represent as agent, employee, or in any other capacity the District, unless set forth differently herein or authorized by vote of the Board.

ARTICLE 20. CONTROLLING LAW. The Engineer and the District agree that this Agreement shall be controlled and governed by the laws of the State of Florida. Venue for all proceedings with respect to this Agreement shall be Sarasota County, Florida.

ARTICLE 21. NOTICE. All notices, requests, consents and other communications under this Agreement ("**Notices**") shall be in writing and shall be delivered, mailed by First Class Mail, postage prepaid, or overnight delivery service, to the parties, as follows:

A. If to Engineer: Lighthouse Engineering, Inc.
701 Enterprise Road East, Suite 410
Safety Harbor, Florida 34695
Attn: Brad Foran, P.E.

B. If to District: Lakeside Plantation Community
Development District
4530 Eagle Falls Place
Tampa, Florida 33619

Attn: District Manager

With a copy to: Kutak Rock LLP
107 West College Avenue
Tallahassee, Florida 32301
Attn: District Counsel

Except as otherwise provided in this Agreement, any Notice shall be deemed received only upon actual delivery at the address set forth above. Notices delivered after 5:00 p.m. (at the place of delivery) or on a non-business day, shall be deemed received on the next business day. If any time for giving Notice contained in this Agreement would otherwise expire on a non-business day, the Notice period shall be extended to the next succeeding business day. Saturdays, Sundays, and legal holidays recognized by the United States government shall not be regarded as business days. Counsel for the District and counsel for the Engineer may deliver Notice on behalf of the District and the Engineer. Any party or other person to whom Notices are to be sent or copied may notify the other parties and addressees of any change in name or address to which Notices shall be sent by providing the same on five (5) day's written notice to the parties and addressees set forth herein.

ARTICLE 22. PUBLIC RECORDS. Engineer understands and agrees that all documents of any kind provided to the District in connection with this Agreement may be public records, and, accordingly, Engineer agrees to comply with all applicable provisions of Florida law in handling such records, including but not limited to Section 119.0701, *Florida Statutes*. Engineer acknowledges that the designated public records custodian for the District is Jordan Lansford ("**Public Records Custodian**"). Among other requirements and to the extent applicable by law, the Engineer shall 1) keep and maintain public records required by the District to perform the Services; 2) upon request by the Public Records Custodian, provide the District with the requested public records or allow the records to be inspected or copied within a reasonable time period at a cost that does not exceed the cost provided in Chapter 119, *Florida Statutes*; 3) ensure that public records which are exempt or confidential, and exempt from public records disclosure requirements, are not disclosed except as authorized by law for the duration of the Agreement term and following the Agreement term if the Engineer does not transfer the records to the Public Records Custodian of the District; and 4) upon completion of the Agreement, transfer to the District, at no cost, all public records in Engineer's possession or, alternatively, keep, maintain and meet all applicable requirements for retaining public records pursuant to Florida laws. When such public records are transferred by the Engineer, the Engineer shall destroy any duplicate public records that are exempt or confidential and exempt from public records disclosure requirements. All records stored electronically must be provided to the District in a format that is compatible with Microsoft Word or Adobe PDF formats.

IF THE ENGINEER HAS QUESTIONS REGARDING THE APPLICATION OF CHAPTER 119, FLORIDA STATUTES, TO THE ENGINEER'S DUTY TO PROVIDE PUBLIC RECORDS RELATING TO THIS AGREEMENT, CONTACT THE CUSTODIAN OF PUBLIC RECORDS AT 4530 EAGLE FALLS PLACE, TAMPA, FLORIDA 33619, (813) 344-4844 EXT. 106, AND E-MAIL JLANSFORD@GMS-TAMPA.COM.

ARTICLE 23. NO THIRD-PARTY BENEFITS. Nothing in the Agreement shall inure to the benefit of any third party for the purpose of allowing any claim which would otherwise be barred by operation of law.

ARTICLE 24. SEVERABILITY. The invalidity or unenforceability of any one or more provisions of this Agreement shall not affect the validity or enforceability of the remaining portions of this Agreement, or any part of this Agreement not held to be invalid or unenforceable.

ARTICLE 25. ASSIGNMENT. Except as provided otherwise in this Agreement, neither the District nor the Engineer shall assign, sublet, or transfer any rights under or interest in this Agreement without the express written consent of the other. Any purported assignment without such written consent is void. Nothing in this paragraph shall prevent the Engineer from employing such independent professional associates and consultants as Engineer deems appropriate and consistent with this Agreement.

ARTICLE 26. CONSTRUCTION DEFECTS. ANY CLAIMS FOR CONSTRUCTION DEFECTS ARE SUBJECT TO THE NOTICE AND CURE PROVISIONS OF CHAPTER 558, *FLORIDA STATUTES*.

ARTICLE 27. AMENDMENT. Amendments to and waivers of the provisions contained in this Agreement may be made only by an instrument in writing that is executed by both the District and the Engineer.

ARTICLE 28. ARM'S LENGTH TRANSACTION. This Agreement reflects the negotiated agreement of the District and the Engineer, each represented by competent legal counsel. Accordingly, this Agreement shall be construed as if both parties jointly prepared it, and no presumption against one party or the other shall govern the interpretation or construction of any of the provisions of this Agreement.

ARTICLE 29. TERMINATION. The District may terminate this Agreement for cause immediately upon notice to Engineer. The District or the Engineer may terminate this Agreement without cause upon thirty (30) days' written notice. At such time as the Engineer receives notification of the intent of the District to terminate the Agreement, the Engineer shall not perform any further services, unless directed to do so in writing by the District. In the event of any termination or breach of any kind, the Engineer shall not be entitled to consequential damages of any kind (including but not limited to lost profits), but instead the Engineer's sole remedy will be to recover payment for services rendered to the date of the notice of termination, subject to any offsets.

ARTICLE 30. HEADINGS FOR CONVENIENCE ONLY. The descriptive headings in this Agreement are for convenience only and shall neither control nor affect the meaning or construction of any of the provisions of this Agreement.

ARTICLE 31. ENFORCEMENT OF AGREEMENT. In the event that either the District or the Engineer is required to enforce this Agreement by court proceedings or otherwise, then the substantially prevailing party shall be entitled to recover from the other party all costs incurred, including reasonable attorney's fees, paralegal fees, expert witness fees, and costs at all judicial levels.

ARTICLE 33. ACCEPTANCE. Acceptance of this Agreement is indicated by the signatures of the authorized representatives of the District and the Engineer in the spaces provided below.

ARTICLE 34. COUNTERPARTS. This instrument may be executed in any number of counterparts, each of which, when executed and delivered, shall constitute an original, and such counterparts together shall constitute one and the same instrument. Signature and acknowledgment pages, if any, may be detached from the counterparts and attached to a single copy of this document to physically form one document.

ARTICLE 35. COMPLIANCE WITH SECTION 20.055, FLORIDA STATUTES. The Engineer agrees to comply with Section 20.055(5), *Florida Statutes*, to cooperate with the inspector general in any investigation, audit, inspection, review, or hearing pursuant such section and to incorporate in all subcontracts the obligation to comply with Section 20.055(5), Florida Statutes.

(Signatures on Following Page)

IN WITNESS WHEREOF, the parties hereto have caused this Agreement to be executed on the day and year first above written.

Attest:

LAKESIDE PLANTATION COMMUNITY DEVELOPMENT DISTRICT

Assistant Secretary/Secretary

Chairperson / Vice Chairperson,
Board of Supervisors

LIGHTHOUSE ENGINEERING, INC.,
a Florida corporation

Witness

By: Bradley S. Foran, P.E.
Its: President

EXHIBIT A: Schedule of Rates

Exhibit A
Schedule of Rates

Lighthouse Engineering, Inc.
701 Enterprise Road East, Suite 410
Safety Harbor, FL 34695

Lighthouse Engineering

Rate Schedule

(As of 1/1/2024)

Project Manager	$ 210 / Hour
Chief Engineer	$ 225 / Hour
Senior Engineer	$ 195 / Hour
Operations Manager	$185 / Hour
Engineer	$ 175 / Hour
Senior Designer	$ 165 / Hour
Cadd Technician	$ 165 / Hour
Clerical	$ 140 / Hour

- We propose to tie our rate increase to the CP Index. This increase has typically been in the range of approximately 3% annually

Note: Expenses for projects / task assignments will be negotiated on a project by project basis or be billed to the CDD as a direct expense.

Signed ____ _____ Bradley S. Foran, P.E., President

SECTION V

SECTION A

MINUTES OF MEETING
LAKESIDE PLANTATION
COMMUNITY DEVELOPMENT DISTRICT

The regular meeting of the Board of Supervisors of the Lakeside Plantation Community Development District was held on Wednesday, **March 20, 2024** at 6:00 p.m. via Zoom Communication Media Technology and at the Lakeside Plantation Clubhouse, 2800 Plantation Boulevard, North Port, Florida.

Present and constituting a quorum:

Pat LaVoy	Chair
Mary (Sue) Martin	Vice Chair
Alan (Bud) Sabol	Assistant Secretary
Pina Chichelli	Assistant Secretary

Also present:

Jordan Lansford	GMS – District Management
Jason Greenwood	GMS
Sarah Sandy *via Zoom*	Kutak Rock, LLP
Alex Murphy	WTS Operations Manager
Courtney Sears	WTS
Roy Deary	Vesta
Brenda Grochowski	Vesta
Julie Cortina	Vesta
Heather Alexandre	Vesta
Residents	

The following is a summary of the discussions and actions taken at the March 20, 2024 meeting. A copy of the proceedings can be obtained by contacting the District Manager.

FIRST ORDER OF BUSINESS **Roll Call**

Ms. Lansford called the meeting to order at 6:01 p.m. and called the roll. All Supervisors were present.

SECOND ORDER OF BUSINESS **Pledge of Allegiance**

The Pledge of Allegiance was recited.

THIRD ORDER OF BUSINESS **Audience Comments on Specific Items on the Agenda** *(Audience Comments Limited to 3 Minutes per Person)*

Ms. Lansford opened the general audience comments period. The following residents addressed the Board:

- Mr. Ron Perry of 1663 Scarlett Avenue stated that a list of items was removed from the Reserve Study. The arbors should be removed and the concrete curves and gutters should reflect that they were partially done in 2024 and the money was scheduled for 2026. The fountains should also be removed, until they were running again and it should reflect that there were two gazebos, one at the front entrance and one behind the pools. The light poles and fixtures for the entire pool and around the Clubhouse, should not be removed, as the poles were completed in 2023 and were phased on a five-year interval. Pond erosion control for $117,400, was moved to 2027. It was presumptuous to assume that the tennis court awning was going to be completed in 2024, but the tennis court fence should be moved up to this year. The tennis court light poles and fixtures should be removed, but questioned why the tennis court circuit replacement was moved to 2028. Regarding the three items on the Asset List; floor coverings and carpet, furnishings and interior renovations, there was no vote by the Board to spend money for floor coverings, but $89,000 was reserved for interior renovations, but it was not scheduled until 2030 and should be changed to $10,000 for 2025.
- Mr. Don Viscusi of 2015 Scarlett Avenue, a physician and a tennis player felt that the awning was a necessity for tennis courts, as it was a tennis community, with eight teams based out of Lakeside Plantation and 30 people at a time playing tennis three days per week. Adequate shade and hydration was a necessity, especially in July, when it was extremely hot, to prevent heat stroke. The hurricane damaged the prior tennis court canopy, but it was covered by insurance; however, the cost to replace it was $28,000, which seemed like a great deal of money, but the Board did their due diligence, by looking at other options. There were less expensive options, but they were of lower quality and it would have to be replaced again in three to four years. There was an excess of $17,000 in

revenue that was generated from tennis court memberships, ball machine rentals, Golf Pro lessons and guest fees, which should be used to help defray costs. The fountains and pool did not contribute to this community like the tennis courts and hoped that the Board voted tonight for the tennis court awning.

- Ms. Marlene Walters of 1432 Dixie Lane was a tennis player, representing five female tennis teams that were champion teams throughout the years, including this year. Their final Friday match was on Sunday at 11:00 a.m. and they were tied for first place. There was a requirement under their league rules, to provide adequate shelter and water for every tennis match and she appreciated anything that the Board could do, to ensure that the tennis players get adequate shelter.
- Mr. Devon Poulos of 1255 Jonah Drive pointed out since moving into the community in 2020, this was the first holiday that the pool had been open and was in favor of pressure washing and painting the pergola. However, when he questioned why their maintenance person was not doing the pressure washing, he was told that it was too dangerous for them. There should be a professional painter, but residents could pressure wash for free. When entering the community, the lights in the first two islands were not working. There was a Facebook post warning about alligators in the community and in the first pond by the townhomes, there were baby alligators. An effective maintenance vendor should be hired to service the pool and then purchase the equipment.
- Mr. Theresa Parady of 2022 Scarlett Avenue hoped that the tennis canopy was approved tonight, to provide a safe environment for residents to play tennis. The cost for repair of the fence was reduced, but the tennis courts themselves should be restored, as many residents purchased their homes because of tennis and if their courts were not safe, they would leave. The cost to replace the canopy was $28,000, which would pay for itself in two years.
- Mr. Bob Sixt of 1274 Jonah Drive voiced concern about the amount of money spent on repairing lights, as some were still out, especially lights on Scarlett Avenue, which have been out for two months. There were dead trees coming down the Boulevard, after the first lake on the right, which should be removed, as

half of them were uprooted. The solar lights on the first fountain should also be removed.

- Mr. Edward Lewis of 1560 Scarlett Avenue, who was a full-time resident for 21 years, recalled when there were no awnings on the tennis courts and what a difference it made, when awnings were installed on Courts 1 and 4. He hoped that the Board replaced the awnings as soon as possible.
- Mr. Leon Shlossberg of 607 Pinckney Drive, a resident as well as a professional engineer and a consultant to the City of North Port, questioned why they were hiring people from hundreds of miles away to provide services, instead of locals and requested solar lights.
- Mr. Ryan Hughes of 2397 Pecan Drive cautioned the Board, as an Economist, given the financial state of the District, against undertaking any large capital expenditure. Although excellent points were made regarding the tennis awnings, they did not provide safety, to the degree of having level sidewalks or fencing around the CDD facilities, which were priorities. The District was spending money as quickly as it appears. It was good to have a community with a focus on tennis, but the community must come first. The Board should not undertake a large capital expenditure, at this time and should consider postponing the awnings and the flooring, until there was a surplus. The Board could brainstorm on what to spend the money on, with awnings being at the top of the list, versus finding themselves in a position where they must increase assessments, because money was spent on something that was a luxury and not a necessity.
- Mr. Jim Flood, the new Tennis Pro, introduced himself. He was a second-generation tennis pro, as his family owned a tennis club in Miami for 20 years and he built every tennis court from the time he was in high school, until he was 21 years old. His family sold the tennis club for $1.3 million and it sold again three months ago, for $26 million. He was also a licensed tennis court contractor in Dade County, building tennis courts all over the world and volunteering to help members build their tennis courts. Mr. Flood noticed that volunteers signed waivers to work on the tennis courts, but 60- to 70-year-olds paying dues, should not get on their hands and knees, to fix the courts. Regarding the awning, there

was no facility anywhere that did not have some type of cover for people to get out of the shade in the Summertime. He wanted to bring in non-members for lessons for a guest fee that would be more than what was being charged to members and using the money to maintain the courts. If he provided five lessons per week to non-members, the club would receive $20 or $5,000 per year. If the Board took care of the place, they would have more members.

There being no further comments, Ms. Lansford closed the general audience comments period.

FOURTH ORDER OF BUSINESS District Engineer

A. Review & Ranking of Engineering Proposals

Ms. Lansford recalled at the last meeting, the Board approved a Request for Qualification (RFQ) for engineering services and one proposal was received from Lighthouse Engineering (Lighthouse), which was included in the agenda package, along with a ranking sheet. Ms. Sandy explained that since only one response was received, the only way to not consider the proposal, was if it was found that they did not qualify or meet the requirements in the RFQ. Unless could find such, the Board should consider the proposal with Lighthouse and authorize staff to enter into negotiations. Mr. Sabol pointed out that it was put out for bid, because he had an issue with the engineer that Johnson Engineering provided, being unresponsive and being located 100 miles away. However, if the Board chose to remain with Johnson Engineering, the next time that they had a problem, they should notify the President, Vice President or someone in the company who had some authority. Ms. Sandy advised that because Johnson Engineering did not submit a response, they could not be considered as part of this evaluation process. Mr. LaVoy asked if Lighthouse provided a price. Ms. Lansford explained that an RFQ was for qualifications only, but once they started negotiating with Lighthouse, the price would become apparent, and it would be brought back to the Board for approval.

On MOTION by Mr. LaVoy seconded by Mr. Sabol with all in favor deeming the proposal from Lighthouse Engineering responsive and authorization for staff to negotiate an agreement with Lighthouse Engineering for engineering services was approved.

- **Consideration of Proposal from Vesta Property Services for Amenity Management Services**

Ms. Lansford received a proposal from Vesta for amenity management services, in response to the termination of WTS and the informal Request for Proposals (RFP). Ms. Chichelli recalled Vesta being their provider three years ago and questioned the difference was between then and now. Mr. Roy Deary, of Vesta Property Services, head of Business Development, who had been with Vesta for 30 years, confirmed that Vesta served the District for 10 years and left two-and-a-half years ago. They provided their notice and the District received responses from three companies. They loved serving the community and had a great relationship with the Board and the residents, never receiving an increase, but attracting quality staff became increasingly challenging under those conditions and the community management industry was impacted by COVID. Prior to COVID, the average salary for a licensed Property Manager and Clubhouse Amenity Manager, was in the range of $40,000 to $45,000, but within two years, in the midst of COVID, the salary range jumped by 50% to $60,000 to $65,000 and did not decrease, nor did their contract. They were in a position that was untenable and it seemed like the right time, to consider stepping away and giving the Board and the community an opportunity to see something different, by engaging a different provider. In addition, one Supervisor, who was no longer on the Board, was challenging to deal with, which was the reason for the Property Manager providing their resignation.

Mr. Deary introduced Ms. Brenda Grochowski (Director of Business Development), Ms. Julie Cortina (Regional Vice President) and Ms. Heather Alexandre (Regional Lifestyle Director). Ms. Grochowski reported that Vesta was founded in 1992 by J. Frank Surface and since then, grew to about 1,200 employees, over 600 contracts and 16 offices throughout the State, with the closest one in Ft. Myers. Their amenity management experience, started in 1992 with Kings Point Delray, which was still their client today. Based on their experience and longevity of the contracts that they serve throughout the State, based on CDD and amenity management, they offered layers of support, with their regional, local and corporate support for their onsite team members. Ms. Cortina and Ms. Alexandre would provide the oversight for this community. They were responsible for three communities in the Wellen Park area in Venice, as well as the River Club at the Venetian, which had tennis and pickleball courts, similar to this community. They had strong operational staff, with managers undergoing continuous training. Ms. Cortina was currently obtaining her Community Association Manager (CAM) license and

many of their managers were licensed CAMs, as well as CPO certified for pool operations. She was also experienced in food and beverage and events. Ms. Alexandre stated that since she graduated from college, she managed clubhouses and specialized in lifestyle, coordinating events and activities. Her plan was to spice up their events and provide some new events and ideas. Mr. Deary stated in their 50-page proposal, they devoted about 25% to transparency, accountability and quality assurance. They are transparent with all of their Boards, so they know what their money was being spent, by providing reports to the District Manager in time to be included in the agenda package. With accountability, when transparency was in place, it was easier for the Board to hold their vendor accountable and with quality assurance, they provide resident directories, design mobile Apps for each community, provide contingency procedures when there were staffing issues and a Transition Plan.

Mr. LaVoy asked if Vesta approached the Board to re-negotiate their contract two years ago. Mr. Deary recalled that it was re-negotiated; however, it was not well received by staff at the time. When they left, they were accommodating with the incoming amenity management company, in order for there to be a smooth transition. Ms. Martin pointed out that there were a group of ladies in the community that wanted to plan activities and asked if Vesta would have a problem working with them. Mr. Deary stated they work with groups and Board liaisons for specific areas. Mr. Sabol requested that Vesta review their figures again and provide another proposal, because the District could not afford to pay the amount that was in the proposal and wanted to see if their volunteers worked out. Ms. Lansford confirmed that the District was currently paying WTS, $298,980 per year and Vesta provided one option for $287,890 for Year 1, with a 3% increase the following year and a second option for $296,415. Ms. Chichelli asked if Vesta had the staff, if they were awarded the contract today. Mr. Deary stated there was normally a 45-to-60-day transition and the anticipation was to be ready to go by early to mid-May. Mr. LaVoy preferred that this matter be tabled until the next meeting, as they did not have time to review the proposal. Ms. Lansford pointed out that WTS was serving until November 1st, with a 90-day termination notice. *There was Board consensus to table this item until the next meeting.* The Board and staff thanked Vesta representatives for attending this meeting.

FIFTH ORDER OF BUSINESS Business Administration

A. Approval of Minutes of the February 21, 2024 Meeting

> On MOTION by Mr. LaVoy seconded by Ms. Martin with all in favor the Minutes of the February 21, 2024 Meeting were approved as presented.

B Approval of Check Register

C. Balance Sheet & Income Statement

D. Special Assessment Receipts Schedule

Ms. Lansford presented the February Check Register in the amount of $77,718.95, Unaudited Financial Statements for February 28, 2024 and Special Assessment Receipts Schedule.

> On MOTION by Ms. Chichelli seconded by Mr. LaVoy with all in favor the February 2024 Check Register was approved.

SIXTH ORDER OF BUSINESS New Business Items

A. Consideration of Proposal from Vesta Property Services for Amenity Management Services

This item was discussed.

B. Consideration of Reimbursement

1. Vicky Hunt - $14.96

2. Karen Hoek - $15.24

3. Pat LaVoy - $20.80

Ms. Lansford was asked to sign these checks; however, they were not approved expenses to be paid by the District. Ms. Murphy explained that the first two checks were reimbursements for items that were purchased and used for the Evening in Paris event. Ms. Chichelli asked if the CDD was involved in this event, as her understanding was that it was solely for the Carriage Homes. Ms. Murphy stated that it was open to anyone in the community and 114 residents attended. Ms. Sears provided an additional check for Ms. Janice Lesniak in the amount of $43. Ms. Chichelli questioned what Mr. LaVoy purchased. Mr. LaVoy explained that it was for the sidewalk surveys.

On MOTION by Ms. Martin seconded by Ms. Chichelli with all in favor the reimbursement checks as stated above were approved.

C. Consideration of Reserve Study

1. Supervisor Changes to Reserve Study

a. Sue Martin

b. Pat LaVoy

Ms. Lansford stated that the changes were submitted for the Reserve Study by Ms. Martin and Mr. LaVoy, to address concerns raised during audience comments, but they could not be incorporated without Board authorization. There was no charge for one review and $200 for additional changes. Ms. Lansford requested that the Board hold off on approving the Reserve Study, until she met with Reserve Advisors to make these changes.

On MOTION by Mr. LaVoy seconded by Ms. Martin with all in favor incorporating the Reserve Study changes was approved.

Ms. Lansford reported that she was meeting with Reserve Advisors on March 27th and anticipated having the revisions incorporated by the next meeting.

D. Volunteer Waivers – Ron Perry

Ms. Lansford recalled discussion at the last meeting, regarding the use of volunteers and two volunteer waivers were submitted from Mr. Perry, with a description of the work that was completed. Ms. Sandy requested this item for this agenda, after speaking with Mr. LaVoy over the past month, regarding the volunteer waivers that were submitted. Upon her review of the waivers submitted by Mr. Perry, Ms. Sandy voiced concern about the type of activities that volunteers were used for, specifically higher risk activities, such as electrical work or tasks that required the use of ladders or a license/permit. According to the waiver and emails that were received, Ms. Sandy believed that there was electrical work, checking electrical panels and disconnections, including one incident where Mr. Perry and another found that Florida, Power & Light (FPL) left some breakers off and determined they should turn the breakers back on without notifying FPL. Ms. Sandy requested that this item be brought back to the Board, to ensure the Board was aware of the types of activities being handled by volunteers to ensure it complied with what the Board authorized, determine if there should be changes to the types of activities that

could be handled by volunteers moving forward and how to handle the waivers. Ms. Chichelli agreed that it needed to be discussed by the Board, because at the last meeting, the Board discussed that it could not be for something that a license was needed for, for electrical or climbing on ladders, but there would be waivers. Ms. Lansford opened the floor to audience comments. Mr. Ron Perry of 1663 Scarlett Avenue stated that he had a better understanding of and experience with electricity. With the fountains, there was no live electricity and they were working with a power stick, a non-contact device showing whether or not power was going to a particular device. A gentleman that Mr. Perry worked with, who had electrical experience, determined that there was no power at any of the fountains, lights on the south fountain, irrigation pump, sprinklers and streetlights, because FPL forgot to turn them back on, when they worked on the panel the prior Friday. The gentleman did not work did nothing more than turning on a light switch. None of the volunteers would be doing any of the work, if they did not know what they were doing. There being no further comments, Ms. Lansford closed the floor to audience comments.

Ms. Sandy cautioned the Board on the type of work that they were allowing people to be doing on behalf of the District, because even though the volunteers were signing waivers, they were not a licensed vendor engaged through a contractor hired by the District. A CDD contractor would have parameters and insurance policies in place, ensuring that both parties were protected. The type of work discussed being done by volunteers at the prior meeting under the waivers, was painting, cleaning around the Clubhouse, versus work that was more intensive and specialized under a vendor agreement with the District. Ms. Lansford recalled that the insurance company wanted the Board to review the waivers at the Board meeting for approval on the work being completed, to ensure that none of these issues were occurring or that the work was not taking place on property that the CDD did not own, as the implication was if something happened, the insurance company may potentially not defend the District, because the process was not being followed. Ms. Chichelli was in favor of bringing it before the Board to review and having someone supervise the job, as her concern was that someone who was not certified in electricity was turning on and off breakers. Mr. LaVoy stated that he had been onsite when Mr. Perry was completing his volunteer work. Mr. LaVoy stated that there was no live electricity and asked Sergeants Electricity to come onsite to provide troubleshooting and ensure that there was electricity and was speaking with a fountain repair company, to get a price to repair the

fountains, but there needed to be power first. Ms. Chichelli recalled that it was unanimous at the September meeting, that no funds be spent on the fountains. Mr. LaVoy stated that it was discussed at the Townhall Meeting. Ms. Chichelli pointed out that she did not attend the Townhall Meeting. Ms. Martin clarified when the fountains were discussed in September, the Board voted to turn the fountains off to save money. Ms. Chichelli recalled that there was agreement to remove the fountains and replace with plants. Mr. Sabol appreciated the job that Mr. Perry did, as he was working on his own time. The Board ultimately did not take action on the waivers or the activities being performed.

E. Report of Audit Committee

Ms. Lansford recalled that prior to this meeting, the Audit Committee met and recommended soliciting audit proposals inclusive of price.

> On MOTION by Mr. LaVoy seconded by Ms. Martin with all in favor issuing a Request for Proposals for auditing services inclusive of the price was approved.

F. Consideration of Resolution 2024-04 Announcement of Board Seats Up for the November General Election

Ms. Lansford presented Resolution 2024-04, certifying that Seat 4, held by Ms. Benjamin and Seat 5, held by Ms. Chichelli, were up for election in November of 2024.

> On MOTION by Ms. Chichelli seconded by Ms. Martin with all in favor Resolution 2024-04 Announcing the Board Seats Up for the November General Election was adopted.

G. Discussion of Disposing of Old Tennis Ball Machine

Ms. Lansford reported that WTS received a request from a resident to purchase the old tennis ball machine and asked if the Board wanted to sell it, as a resolution must be adopted by the Board, certifying the value of the machine and the procedure to dispose of it. Ms. Chichelli asked if the District could sell it. Ms. Sandy confirmed that the District could sell it, by declaring the item as surplus property and asked if there was an estimated price. Ms. Murphy indicated that someone offered $100. Ms. Martin pointed out that Mr. Roumy wanted to purchase it and asked if it could be donated to him, since he was a former Board Member. Ms. Sandy stated she would

need to revie if it could be donated to an individual under the surplus statutes and would prepare a resolution and provide it to the Board at the next meeting.

H. Liaison Reports

1. Supervisor Chichelli (Landscape)

Ms. Chichelli reported that the flower beds were changed using COMAND soil, which helped the flowers to grow. The grass would be cut every week as of April 1st by LMP.

2. Supervisor Sabol (Aquatics)

Mr. Sabol reported that Solitude was maintaining the ponds, every two weeks. Someone who had experience with lakes and ponds, offered to assist Mr. Sabol and they spoke to the Maintenance Operator, who explained what was wrong with all of the lakes and ponds. The District pays Solitude, $60,500 per year for pond maintenance. At this time, the ponds were in good shape; however, there was an erosion problem with the pond in back of the community. When the lake level was down and there was silt at the bottom, plant growth occurred, which caused the erosion. Mr. Sabol requested that Solutide's Operations Manager attend the Townhall Meeting, to discuss the issues, as they wanted $120,000 to control the erosion and another $60,000 to control the growth, for a total of $180,000. *There was Board consensus for the Solitude Operations Manager to attend the next Townhall Meeting.*

3. Supervisor LaVoy (District Maintenance Items)

Mr. LaVoy stated that he was trying to find a solution to the fountains and lights and requested that Sergeants Electric come onsite and provide a price, verify the circuits and turn the lights back on. A proposal was also requested from Professional Fountain Services, to check all of the fountain equipment, including pumps the motors, which he hoped to have by the next Townhall Meeting. The fence project starts on April 8th and the tennis courts would be closed for at least two weeks, depending on the weather and should be completed at the end of the month. He was informed by their sidewalk repair company, Alpha, that they were running into issues with the City of North Port Permitting Office; however, this should be rectified and they should receive a start date to start the sidewalk repairs. A proposal was received from CES, one of the top pool vendors in the State, to change out the chlorine.

4. Supervisor Martin (Clubhouse & Facilities)

Ms. Martin reported that she met three times with the Lakeside Plantation Social Planning Group, to develop an Operating Plan going forward and were meeting with office staff, to set dates and times for use of the Clubhouse for events, which would be open to all residents of Lakeside Plantation. They planned to have a budget for each event and sell tickets to avoid collecting funds from the CDD Activities Budget. The plan was still a work in progress and should be finalized by the end of this month; however, office staff needed to be amenable to sending email blasts announcing future events and including the dates and times on the community calendar. She contacted TECO gas concerning the capping and removal of the meter and they advised that the gas would be turned off on February 7th but would not be able to cap and remove it, until they received a signed document, which they would email to her for signature. Ms. Martin also contacted North Port Utilities, to inquire about the huge water bill that the District received last June and requested copies of the original invoices, which they did not receive have, due to the automatic payments. After she received the bills and reviewed them, she would request a refund. Lastly, she met with three ladies from the Women's Tennis Club, last week, to discuss their concerns over the tennis court repairs. Their main concern was the canopy, as one of the requirements of a sanctioned league, was to have shade from the sun, to have it installed and have the new fence installed by the time that play picked up again in the Fall.

5. Supervisor LaVoy (Pool & Courts)

The pool and courts were discussed by Mr. LaVoy. Ms. Chichelli requested alligator warning signs, as some were missing and questioned the status of the chair lift repair. Ms. Murphy confirmed that they were working on the chairlift repair and would look into purchasing the signs.

SEVENTH ORDER OF BUSINESS General Audience Comments

Ms. Lansford opened the general audience comments period. The following residents addressed the Board:

- Mr. Ron Perry of 1663 Scarlett Avenue confirmed that neither fountain pit was shut down properly, as water was still flowing. The north pit had 3 feet of water and generated a $2,500 bill from the city. They had to pump out the water and shut it off, to see where the leak was. Arch Amenities provided a quote for

$25,000, to replace all of the electric equipment on the Boulevard. Their group took a look at it and determined that the equipment did not need to be replaced. They did some exterior maintenance, which provided potential savings of $25,000. Arch Amenities also provided a quote to replace both ADA lifts for $18,000, but the lifts were no longer available, but was informed by the manufacturer was told that it would cost $1,200 to replace them. They were working on a cost to rip out the equipment behind the north fountain and install new equipment; however, there was some superficial rust and some items that they wanted an electrical contractor to fix. It could be less than $15,000. He suggested installing three 10x12 canopies, on a temporary basis, anchored into the concrete, to provide shade at a cost of $200 to $300 each and requested that the Board provide them with the debit card charges by the amenities company.

- Mr. Ryan Hughes of 2397 Pecan Drive agreed with Mr. Perry's suggestion for a temporary awning for the tennis courts and noted that the analysis of using revenue projections to determine future revenue projections, did not necessarily hold up with long term development, as there were many new places to play tennis. He fully supported installing a new high-quality awning, like they had before and felt that the Board should be making decisions in terms of what would serve the community for decades to come and not making impulsive, quick decisions. Regarding Supervisor Sable's comments about possible aquatics expenses running up to $180,000, Mr. Hughes did not think the Board should be rushing to spend $50,000 or $60,000 and felt that the community would be best served by waiting a few months, to get through this fiscal year, so they did not overextend themselves.
- Mr. Devon Poulos of 1255 Jonah Drive spoke with Mr. Scheerer last week regarding the shade structure, as it was his recollection that the awning cost $28,000, which was a good price for what he had seen for shade structures. At the company he works for, they were replacing three larger shade structures for $42,000. The problem was that there was no roadmap. At one time they had the money, but it was used to repair sidewalks, which were a safety issue and suggested taking tennis out of the general revenue and including it as pay to play,

so that the funds would be spent primarily for tennis. If tennis generated $10,000 per year for the last 19 years, $190,000 would have been available to replace the shade. Mr. Poulos was in favor of having the July 4th cookouts and Labor Day parties, but not activities that had small numbers and large expenses and recommended that the Board look at a cost recovery model. It was good that 114 residents were attend the Evening in Paris event but questioned the revenue and expenses. Regarding the water bills, the water level in the pool should be just high enough to let the water skim into the gutter line, as the 4-foot depth markers were supposed to be visible and not underwater. The pool provider should be checking chemicals once a day.

- Mr. Alan Irvine, 2036 Scarlett Avenue reported that two volunteers installed a temporary cover, which lasted eight days. There was another one that cost $50, but the posts were not in the right spot and they tried their best to install it. They were looking for a more permanent solution. A quote was obtained for $3,000 for new lines, as players were tripping over the current ones, but if they did it themselves, it would provide savings of $12,000.
- Ms. Patricia Ware of 1638 Scarlett Avenue requested that the Board look at the cost to repair the awnings on a yearly basis.

There being no further comments, Ms. Lansford closed the general audience comments period.

EIGHTH ORDER OF BUSINESS Staff Reports

A. Attorney

There being no comments, the next item followed.

B. District Manager

Ms. Lansford recalled at the last meeting, the Board approved Option B of the Community XS proposal for website maintenance in the amount of $120 per month, but after further discussion between Ms. Sandy and the vendor, the fee was decreased to the $980 per year that the Board originally approved. Because of the financial hardship that Lakeside Plantation was under, the vendor offered a 50% discount for the first year and the cost would be $480 next year. Prior to the meeting, Ms. Lansford spoke to Mr. LaVoy about whether the Board wanted to

schedule a Townhall Meeting for April 8th at 6:00 p.m., as discussed at the last Townhall Meeting, as it needed to be advertised as soon as possible. In addition, there was also a request to change the date of the next meeting from April 17th to April 25th at 6:00 p.m. and Ms. Lansford asked if there would be a quorum. *There was Board consensus to schedule a Townhall Meeting for Monday, April 8, 2024 at 6:00 p.m. and changing the date of the next Regular Meeting from April 17th to April 25, 2024 at 6:00 p.m.*

On MOTION by Ms. Martin seconded by Ms. Chichelli with all in favor scheduling a Townhall Meeting for April 8, 2024 at 6:00 p.m. and changing the Regular Meeting date from April 17, 2024 to April 25, 2024 at 6:00 p.m. was approved.

Ms. Lansford spoke to Mr. LaVoy prior to the meeting, regarding hiring District employees to provide amenity management services, whether residents in the community would set their salary and have them work directly with the Board and whether it would go under the umbrella of GMS. Ms. Lansford introduced Mr. Jason Greenwood of GMS, who was present to discuss this process. Mr. LaVoy suggested doing this on their own, as the District could not afford to pay $300,000 per year, but if they cut it in half and paid $150,000, they could try it for a year. They had good people on staff, with a vested interest and if it did not work in a year, they could go back out for proposals. Their goal was to reduce taxes for the next budget and they were doing this, by looking at every bill, every proposal and negotiating.

Ms. Lansford opened the floor to audience comments. Ms. Ann Tyler of 1988 Scarlett Avenue lived in the community for over 20 years and recalled having this type of organization. It worked, but by having their own employees, the Board assumed a great deal of responsibility. Mr. Devon Poulos of 1255 Jonah Drive pointed out if the Board entertained this, they must think about benefits and the best model, was to have one employee to be at the Clubhouse and hire a volunteer to assist the District through the lean years, with the goal of figuring out how to move forward. In addition, they needed to have adequately funded reserves, because if there was another hurricane, they may have to sell the golf course. Mr. Poulos agreed with hiring staff, but only if they were looking at quality, not cost. Mr. Ron Perry of 1663 Scarlett Avenue agreed with Mr. LaVoy that they could not afford it and suggested listing every function of that employee. Mr. Ryan Hughes of 2397 Pecan Drive agreed with Mr. LaVoy but questioned how it was

reflected in terms of the level of service that the community was receiving for what it pays. If They had a good track record of community organized events, recently and there were promising events going forward, but for a fraction of the cost, $200,000, they could have two employees. Ms. Diane Raymond of 1509 Scarlett Avenue agreed with Mr. LaVoy's suggestion, as it would save money, but there were days where there were two or three people in the office, which were not necessary and suggested hiring residents that were interested in working part-time or volunteers. There being no further comments, Ms. Lansford closed the floor to audience comments.

Mr. Jason Greenwood of GMS introduced himself, noting that he had been coming down to Lakeside Plantation since 2017 and was happy to see an uptake in the District, since the tragic event of the hurricane. It was admirable to see how motivated the Board Members were and how much they cared. In the RFP, the scope had the Amenity Manager reporting to the Board. In other communities, this model would not work, but with this Board, Mr. Greenwood agreed with Mr. LaVoy on trying this model on a trial basis for a year to see if it worked. GMS was the largest CDD management company in the State of Florida and they had a successful Amenity Management Program. If the Board selected an individual that they wanted to hire, GMS would hire and pay them. They would be following the GMS handbook but would be reporting directly to the Board. However, any employee that worked full-time at GMS, received a benefits package that covered them 100%. If the Board hired a part-time employee, GMS would use a multiplier of 20% to 25%, in order for GMS to cover any administrative and operating costs. If the Board wanted to go in this direction, GMS would offer this opportunity to the District. Mr. LaVoy preferred to have a full-time person and volunteers, in order to have adequate staffing in the office, felt that GMS offered a good benefit package and recommended that this matter be discussed further at the April 8th Townhall Meeting. Mr. Sabol felt it was a great idea for the District to hire someone on their own and have someone come in and do the payroll. Ms. Martin agreed with Mr. LaVoy and Mr. Sabol and felt that they should at least try it. *There was Board consensus to discuss this matter further at the April 8, 2024 Townhall Meeting.*

Ms. Lansford provided iPads to the Board Members and questioned whether the Board wanted to utilize them. Mr. Greenwood explained that each Board Member would receive their agenda packages on an iPad, versus a paper copy that had 336 pages. Under the current contract, the District was paying postage to send out agenda packages and printing charges and there

would be cost savings by utilizing an iPad and the Board receiving their agenda packages electronically. There was no cost to the District for GMS to provide an iPad to each Board Member at each meeting. Another option was for Board Members to use their own personal laptops. Ms. Benjamin felt that it was a great idea, due to the size of their agenda packages. Mr. LaVoy would rather see their agenda package on an iPad or laptop and questioned the cost savings per year. Mr. Greenwood estimated $1,200 in cost savings. *There was Board consensus for GMS to provide agenda packages electronically going forward and provide iPads to the Board at each meeting.* Ms. Lansford announced that the next meeting was on April 25, 2024 at 6:00 p.m.

C. Amenities Manager

1. Report

Ms. Murphy presented the Amenities Manager Report, which was included in the agenda package.

2. Consideration of Proposal from Frontier for Phone & Internet

Ms. Murphy recalled at the last meeting, the Board requested that staff look into other options for cable, phone and internet, reached out to several companies and found that other than Comcast, Frontier was the only option, as Verizon did not have a large enough data package and Spectrum was not available in this area. However, Frontier would only provide phone and internet, as cable was not available and they would have to look into additional options. With Comcast, they were currently paying $430 for phone, internet and cable and Frontier would charge $200 for phone and internet. For cable, they could use DIRECTV® in addition to the $200 for phone and internet or they could look into streaming services such as a fire stick, Hulu Live TV or YouTube Premium, which offered live TV events. The bottom line was there would be cost savings by switching to Frontier. Ms. Chichelli was in favor of switching to Frontier, as she used Frontier for her phone and internet services and was happy with them. Ms. Murphy was in favor of making the switch and then consider Hulu Live TV or YouTube Premium, which were comparable and provided live sporting events. Ms. Chichelli questioned whether the $437 was for 1 gigabyte. Ms. Murphy indicated that Option C for $200, was for 2 gigabytes per second, which was the fastest option and what Ms. Murphy recommended for the cameras and

Wi-Fi. Mr. LaVoy used Frontier in his home and it worked perfectly and was in favor of switching to Frontier, as they would be saving over $2,000.

> On MOTION by Mr. LaVoy seconded by Ms. Chichelli with all in favor switching from Comcast to Frontier for phone and internet in the amount of $200 per month was approved.

NINTH ORDER OF BUSINESS Supervisor's Requests

Mr. Sabol pointed out that by next January, there should be approximately $440,000 in reserves, when assessments were received and questioned the current amount of money in the capital reserve. Ms. Lansford confirmed that there was $290,000 in reserves and $441,000 committed to the Reserve Fund; however, if the Board overspends the Operating Budget, the $440,000 must be used and the transfer would not be made until August. Mr. Sabol recalled this item coming up when he was on the Board eight or nine years ago and they went to city and asked if they would annex the highways in the District. However, they refused and suggested that Mr. LaVoy approach the city to request annexation of Plantation Boulevard down to Scarlett Avenue, crossing to the Carriage Homes and back onto Plantation Boulevard for repairs, as the District would be responsible for making those repairs. Ms. Lansford stated that the District must petition the city in order to take ownership of the roads. Ms. Sandy did not know how open the City of North Port would be to accepting roads, as it was not something that local governments were usually open to exploring, especially if it was negotiated when the roads were originally developed. In this case, there were specific acknowledgements about what the city of taking, versus what the District was keeping and the new District Engineer could contact the city. Mr. LaVoy offered to speak to the City Council and their commissioners, as a spokesperson for the Board, as he was familiar with may city employees.

> On MOTION by Ms. Martin seconded by Mr. Sabol with all in favor authorization for Mr. LaVoy to represent the Board in discussing the roads with the City of North Port was approved.

A. Supervisor LaVoy

1. Flooring Proposals for Clubhouse

Ms. Lansford received five flooring proposals from Mr. LaVoy, which were in the agenda package, one of which was received under separate cover, from CES. Mr. LaVoy pointed out that the Board had many discussions about first impressions. Their landscaping looked good, thanks to LMP, but when potential new homeowners walked through the Clubhouse, they would run out, due to the condition of the flooring and the smell. He received a good price for wood, which Ms. Martin provided the proposal for. Since they had the funds, Mr. LaVoy wanted to authorize the replacement of the flooring. Ms. Lansford questioned which proposal Mr. LaVoy approved of, as there were four different proposals, ranging from $27,000 to $30,000. Ms. Martin spoke with a representative from Cheetah Flooring and felt that they would do a good job. For $27,186.21, they would install 20 mil layer of new luxury vinyl plank flooring and remove all of the furniture except for the pool table. Happy Home would be willing to do the same for $32,086 for 22 mil layer flooring. Both offer a 10-year warranty on the flooring and one year warranty on installation. This product was waterproof glue down flooring, which was virtually indestructible and much better than carpet. In 2011, when the carpet was installed, some type of wood laminate flooring was considered, but it was not approved by the Board. Carpet was not good for all of the traffic that the Clubhouse received. Right before Christmas the carpet was cleaned, but it was still bad.

Mr. LaVoy obtained bids from Empire Today, which was not a glued down floor, which any facility managers preferred, due to the size of this floor and suggested a glue down product from a local supplier, like Cheetah. Ms. Lansford noted that sales tax was included in the Cheetah proposal, which lowered the total amount to $25,557 and was the lowest proposal. Ms. Chichelli asked if the proposal included the dancing room and if there were extra pieces to remove and replace the damaged ones. Mr. LaVoy confirmed that it included the dancing room, because it was a clay floor and it would not look good to replace the damaged ones. Ms. Martin explained that the entire floor was already showing wear and if they were going to spend $25,000, it did not make sense to save $2,000 to do the dancing room five years later, as it was a vinyl floor. If they were going to do this, they needed to do it right and not piecemeal it. Ms. Chichelli did not feel comfortable spending the money, because it was just replaced and they would have to spend $2,000 to replace a couple of pieces that were broken.

On MOTION by Mr. Sabol seconded by Mr. LaVoy with all in favor the proposal from Cheetah for flooring for the Clubhouse in the amount of $25,557.49 was approved.

2. Proposal for Awning for Center Tennis Court

Mr. LaVoy presented a proposal from Discount Awning in the amount of $28,150, which was included in the agenda package. It was a good price, to improve the look of the facility and provide shade for the tennis players. Therefore, in order to proceed with this project, Mr. LaVoy requested that the Board authorize him as liaison to work with the vendor, in order to save 10%. Ms. Chichelli asked if it was only for the walkway. Mr. LaVoy indicated that it was just for the center court and it would be budgeted for next year.

On MOTION by Mr. LaVoy seconded by Ms. Martin with all in favor the proposal from Cheetah for an awning for the tennis court in the amount of $28,150 was approved.

3. ADT Security Proposal for Pool & Spa Area After Hours

Ms. Lansford presented a proposal from ADT security for a monitoring system for the pool and spa after hours, which was included in the agenda package. Mr. LaVoy pointed out it was huge security issue and ADT could install a system for under $5,000. If anyone enters the property after the pool closes, it will notify ADT and they would notify the police. Since he lived right next to the Clubhouse, Mr. LaVoy had no problem coming out on a Friday night to open the gate for the police.

On MOTION by Mr. LaVoy seconded by Ms. Martin with all in favor the ADT proposal a monitoring system for the pool and spa after hours in the amount of $4,178.64 for installation and $250 per month for monitoring was approved.

4. Proposals for Power Washing & Painting of Front Entrance Center Pergola

Ms. Lansford presented proposals from Innotech Construction Services for power washing of the front entrance pergola in the amount of $2,550 and from Precise Painting for power washing and painting in the amount of $2,040, which were included in the agenda

package. Mr. LaVoy was in favor of the painting proposal, as he wanted a professional painter to paint the pergola.

> On MOTION by Mr. LaVoy seconded by Mr. Sabol with all in favor the proposal from Precise Painting for power washing and painting of the front entrance pergola in the amount of $2,040 was approved.

Ms. Lansford presented a proposal from CES for a saline modernization system in the amount of $50,883.77, which was provided to the Board under separate cover. Mr. LaVoy reported that he was working with CES, which was recommended by a resident to replace all chlorine systems at the pool and included a five-year warranty. There was another option to lease it for two, three, four or five years with a $1 buyout at the end of the lease. They would provide an Energy Study to offset the cost, by providing savings on energy. *There was Board consensus to discuss this matter at the Townhall Meeting.*

Ms. Lansford presented a proposal from LMP, which was provided to the Board under separate cover, to remove some of the earth, so there would be a way for the court to drain. Mr. LaVoy explained that when it rains, the first court by the lake floods and washes all of the clay away. A LMP Representative pointed out that the proposal was changed to include irrigation modifications and if they damaged any irrigation, they would immediately fix it. Mr. LaVoy was in favor of proceeding with the proposal, which was in the amount of $4,977.50, to remove the grass, cut it back, scrape away 4 to 6 inches of dirt and replace the grass in the corner of the tennis court. The LMP Representative clarified that it was for two areas.

> On MOTION by Mr. LaVoy seconded by Ms. Martin with all in favor the proposal from LMP in the amount of $4,977.50 as stated above was approved.

B. Supervisor Martin

1. Discussion of Hiring a Professional Window Cleaning Company

Ms. Martin recommended hiring a professional window cleaning company to clean the outside of the windows at the front doors at least once a quarter and the inside of the windows once a year, to improve the look of the Clubhouse. In addition, she proposed having an employee

or volunteer, clean the front doors weekly, as having dirty windows, showed that the community did not care. Ms. Chichelli suggested that maintenance do it. Ms. Sears indicated that maintenance staff cleaned what was within reach. Ms. Chichelli pointed out that there were spider webs. Ms. Sears would address this with maintenance staff. Mr. LaVoy preferred to monitor it for now.

TENTH ORDER OF BUSINESS **Next Scheduled Board Meeting is April 17, 2024 at 6:00 p.m. at Lakeside Plantation Clubhouse**

Ms. Lansford announced earlier that the next regular meeting was moved from April 17, 2024 to April 25, 2024 at 6:00 p.m. at this location.

ELEVENTH ORDER OF BUSINESS **Adjournment**

On MOTION by Ms. Chichelli seconded by Mr. Sabol with all in favor the meeting was adjourned at 8:49 p.m.

_____ _____

Secretary/Assistant Secretary Chair/Vice Chair

SECTION B

Lakeside Plantation
Community Development District

Summary of Invoices

March 1, 2024 to March 31, 2024

Fund	Date	Check No.'s		Amount
General Fund	3/4/24	3259	$	1,272.12
	3/13/24	3260-3266	$	34,212.64
	3/25/24	3267-3271	$	174,927.41
			$	210,412.17
Capital Reserve Fund	3/13/24	143	$	18,097.20
			$	18,097.20
Automatic Drafts				
	Florida Power & Light	2200 Plantation Blvd - Clubhouse	$	591.68
		2200 Plantation Blvd - Fountain	$	144.31
		2200 Plantation Blvd - Pool	$	2,004.45
	North Port Utilities	2200 Plantation Blvd - Clubhouse	$	250.94
		2200 Plantation Blvd - Fountain	$	27.12
		2200 Plantation Blvd - Pool	$	196.54
		2200 Plantation Blvd - Garbage Collection	$	185.32
	Comcast	2200 Plantation Blvd - Clubhouse	$	437.88
	ADT	2200 Plantation Blvd - Clubhouse	$	267.10
	Marlin Business Bank	Copier Contract Payment	$	104.86
			$	4,210.20
			$	**214,622.37**

*** CHECK DATES 03/01/2024 - 03/31/2024 *** LAKESIDE PLANTATION - GENERAL
BANK A LAKESIDE PLANTATION

CHECK DATE	VEND#	.....INVOICE..... DATE	INVOICE	...EXPENSED TO... YRMO	DPT	ACCT#	SUB	SUBCLASS	VENDOR NAME	STATUS	AMOUNT	....CHECK..... AMOUNT	#
3/04/24	00414	2/19/24	259770-R	202402	330	53800-48102				*	1,272.12		
			HANDICAP CHAIRLIFT REPAIR										
									COMMERCIAL ENERGY SPECIALISTS			1,272.12	003259
3/13/24	00429	3/01/24	POOL MUS	202403	330	53800-48000				*	300.00		
			POOL MUSIC 03/02/2024										
									DUANE ASDOURIAN			300.00	003260
3/13/24	00417	3/01/24	6	202403	310	51300-34000				*	3,825.00		
			MANAGEMENT FEES MAR 24										
		3/01/24	6	202403	310	51300-35200				*	72.00		
			WEBSITE MAINT. MAR 24										
		3/01/24	6	202403	310	51300-35100				*	112.50		
			INFORMATION TECH MAR 24										
		3/01/24	6	202403	310	51300-31300				*	83.33		
			DISSEMINATION AGENT 03/24										
		3/01/24	6	202403	310	51300-11000				*	220.00		
			SUPERVISOR FEES MAR 24										
		3/01/24	6	202403	310	51300-42000				*	174.81		
			POSTAGE										
									GMS-TAMPA LLC			4,487.64	003261
3/13/24	00422	3/01/24	SAXAPHON	202403	330	53800-48000				*	200.00		
			SAXOPHONE PALYER 03/14/24										
									HENRY & MARIA ALBANESE			200.00	003262
3/13/24	00061	1/24/24	M961588	202401	330	53800-51100				*	1,900.00		
			POOL SERVICE 01/24										
		2/21/24	M983149	202402	330	53800-51100				*	1,900.00		
			POOL SERVICE 02/24										
		2/26/24	WO-6296	202402	330	53800-51000				*	110.00		
			POOL SERVICE CALL FEB 24										
									HOWARD'S POOL WORLD, INC.			3,910.00	003263
3/13/24	00427	3/01/24	EASTERBU	202403	330	53800-48000				*	150.00		
			EASTER BUNNY ENTERTAINMNT										
									LINDA HAWKES			150.00	003264
3/13/24	00428	3/01/24	TRIVIANI	202403	330	53800-48000				*	250.00		
			TRIVIA NIGHT 03/24										
									TIMOTHY DOWD			250.00	003265
3/13/24	00369	3/01/24	12391892	202403	330	53800-12000				*	24,915.00		
			MANAGEMENT FEES 03/24										
									WTS INTERNATIONAL, LLC			24,915.00	003266

*** CHECK DATES 03/01/2024 - 03/31/2024 *** LAKESIDE PLANTATION - GENERAL
BANK A LAKESIDE PLANTATION

CHECK DATE	VEND#	INVOICE DATE	INVOICE	YRMO	DPT	ACCT#	SUB	SUBCLASS	VENDOR NAME	STATUS	AMOUNT	CHECK AMOUNT	CHECK #
3/25/24	00415	3/08/24	24-00465	202403	310	51300-48000				*	83.13		
			NOTICE OF BOS MEETING										
									BUSINESS OBSERVER			83.13	003267
3/25/24	00014	1/31/24	1114219	202401	330	53800-48101				*	68.50		
			WATER JAN 24										
									CULLIGAN WATER			68.50	003268
3/25/24	00425	10/20/23	29004933	202310	330	53800-48102				*	581.70		
			FIRE INSPECTION										
		12/21/23	29007170	202312	330	53800-48102				*	671.00		
			LABOR										
									IMPACT FIRE			1,252.70	003269
3/25/24	00028	3/25/24	FY24 ASS	202403	300	20700-10000				*	173,376.08		
			FY24ASSESSMENTS THRU 2/29										
									LAKESIDE PLANTATION C/O USBANK			173,376.08	003270
3/25/24	00041	2/11/24	292322	202402	330	53800-48400				*	147.00		
			FIRE&SECURITY MONITORING										
									SECURITY ALARM CORP.			147.00	003271

TOTAL FOR BANK A 210,412.17

TOTAL FOR REGISTER 210,412.17

CES an Aquafinity company

SALES ORDER INVOICE
Lakeside Plantation C.D.D.

Date	02/19/24
Invoice #	259770-R1
Order #	259770-R1
Customer PO #	Price Quote

Bill To

Lakeside Plantation CDD
Margie Gerstmann
2800 Plantation Blvd.
North Port , FL 34289

Ship To

Lakeside Plantation CDD
Margie Gerstmann
2200 Plantation Blvd.
North Port , FL 34289

Phone
(941) 423-5500

Courier Service
FedEx Ground

Description

Parts for Aquatic Lift Model# IGAT-180

Invoice Items

Code	Description	Quantity	Unit Price	Total
MB TG IGAT	Top Guide for IGAT-180 & 4 Bolts	2	70.42	140.84
MB Pi IGAT	Piston for IGAT-180	2	70.42	140.84
MB Seal Kit	Seal Kit for IGAT-180	2	42.25	84.50
CB ISU	Installation, less electric	1	790.00	790.00

Additional Information

Installation is not Included; Shipping is Estimated

Subtotal	1,156.18
Shipping	115.94
Tax	0.00
Grand Total	1,272.12
Payments	0.00
Refunds	0.00
Payment Due	0.00

Please remit payment to:

Commercial Energy Specialists, LLC
PO Box 71175
Charlotte, NC 28272-1175

We are pleased to submit the above package for your consideration.

1. Please complete and return the delivery schedule if attached to this package, it is designed to help coordinate delivery dates that best coincide with your construction and draw schedules.
2. It is your responsibility to provide the required permits, bonds and acceptable electrical connections. Proof of these requirements must be presented to CES on demand.
3. You may incur restocking fees if you choose to return any items included in this package to CES. Restocking fees vary per manufacturer.
4. Any changes to this order must be made in writing to CES.
5. Freight charges are estimates only and the actual freight costs may be different at time of shipping.
6. If capital dollars are not readily available, you may acquire this package through a lease or rent to own arrangement pending lending source approvals.
7. Payment terms are subject to the credit agreement you have on file with CES.

This estimate is valid for 30 days from the above date after which the estimate may be subject to change.

Your signature above is considered your acceptance of this proposal and is subject to all terms and conditions of your credit arrangement with CES.
THANK YOU!

Governmental Management Services- Tampa, LLC

1001 Bradford Way
TN 37763

Invoice

Date	Invoice #
3/1/2024	6

Bill To	Ship To
Lakeside Plantation CDD C/O GMS- Tampa, LLC	

P.O. Number	Terms	Rep	Ship	Via	F.O.B.	Project
			3/1/2024			

Quantity	Item Code	Description	Price Each	Amount
	Management Fees	Management Fees- March 24 001 310 51300 34000	3,825.00	3,825.00
	Website Maintenan...	Website Maintenance- March 24 001 310 51300 35200	72.00	72.00
	Information Techno...	Information Tech- March 24 001 310 51300 35100	112.50	112.50
	Dissemination Agent	Dissemination Agent- March 24 001 310 51300 31300	83.33	83.33
	Reimbursed Expense	Molly Pina Supervisor payment & Fee 001 310 51300 11000	220.00	220.00
	Reimbursed Expense	Postage 001 310 51300 42000	174.81	174.81
		001-310-51300-34000 Mgmt Fees		
			Total	$4,487.64

WIS INTERNATIONAL

Check Request Form

Community Name: Lakeside Plantation CDD

Event: Music by pool

Event Date: 3/2/24

Check Request Date: 3/1/24

CHECK PAYABLE TO:

Name: Duane Asdourian

Address: 2800 Plantation Blvd

City, State, Zip: North Port, FL 34289

Phone #:

Check needed by date: ASAP

DESCRIPTION	AMOUNT
Music by the pool	300.00
TOTAL	$ 300.00

001-330-53800-48000
Pool Entertainment

Request made by:

Invoice for music 3/2/24

Duane Asdourian <duaneasdourian@yahoo.com>

Thu 2/8/2024 3:00 PM

To:Courtney Sears <manager@lakesideplantationcdd.com>
Cc:Stevearvey <stevearvey@aol.com>;Duane Asdourian <duaneasdourian@yahoo.com>

Courtney,

Please use this email as the invoice for our fee of $300 for music on Saturday, March 2nd from 6-8 pm. Please make the check payable to Duane Asdourian.

Thanks Duane

Sent from my iPhone

WTS INTERNATIONAL

Check Request Form

Community Name: Lakeside Plantation CDD

Event: Wine & Cheese

Event Date: 3/14/24

Check Request Date: 3/1/24

CHECK PAYABLE TO:

Name: Henry Albanese

Address: 2800 Plantation Blvd

City, State, Zip: North Port, FL, 34289

Phone #:

Check needed by date: 3/13/24

DESCRIPTION	AMOUNT
Saxaphone Player	200.00
TOTAL	$ 200.00

001-330-53800-48000

Saxophone Player

Request made by:

HOWARD'S POOL WORLD, INC.

OFFICE: (941) 625-6007
TOLL FREE: (800) 215-0226
FAX: (941) 766-1108

PAST DUE

12419 SW COUNTY RD 769
LAKE SUZY, FL 34269

Bill To

LAKESIDE PLANTATION
2200 PLANTATION BLVD
NORTH PORT, FL 34289

Invoice

Date

1/24/2024

Work Done At:	Invoice #	Terms	Due Date	Rep
LAKESIDE PLANTATION 2800 PLANTATION BLVD NORTH PORT, FL 34289	M961588	NET 10	2/3/2024	DAVID

Quantity	Description	Serviced	Amount
1	JANUARY 2024 MONTHLY POOL SERVICE 001-330-53800-51100 Pool Service 01/24	1/24/2024	**1,900.00**

Total	$1,900.00
Payments/Credits	**$0.00**
Total Account Balance	$3,813.53

YOU CAN NOW PAY YOUR BILL ONLINE! PARADISE AWAITS YOU IN ALL SEASONS, CALL US TODAY FOR AN ELECTRIC HEAT PUMP!

LIC. # CPC 053310 POOL MAINTENANCE & REPAIRS www.howardspoolworld.com

HOWARD'S POOL WORLD, INC.

OFFICE: (941) 625-6007
TOLL FREE: (800) 215-0226
FAX: (941) 766-1108

12419 SW COUNTY RD 769
LAKE SUZY, FL 34269

Bill To

LAKESIDE PLANTATION
2200 PLANTATION BLVD
NORTH PORT, FL 34289

Invoice

Date

2/21/2024

Work Done At:	Invoice #	Terms	Due Date	Rep
LAKESIDE PLANTATION 2800 PLANTATION BLVD NORTH PORT, FL 34289	M983149	NET 10	3/2/2024	DAVID

Quantity	Description	Serviced	Amount
1	FEBRUARY 2024 MONTHLY POOL SERVICE	2/21/2024	**1,900.00**
	PLEASE NOTE YOUR ACCOUNT IS PAST DUE.		
	001-330-53800-51100 Pool Service 02/24		

Total	$1,900.00
Payments/Credits	**$0.00**
Total Account Balance	$3,813.53

YOU CAN NOW PAY YOUR BILL ONLINE! PARADISE AWAITS YOU IN ALL SEASONS, CALL US TODAY FOR AN ELECTRIC HEAT PUMP!

LIC. # CPC 053310 **POOL MAINTENANCE & REPAIRS** **www.howardspoolworld.com**

HOWARD'S POOL WORLD, INC.

OFFICE: (941) 625-6007
TOLL FREE: (800) 215-0226
FAX: (941) 766-1108

12419 SW COUNTY RD 769
LAKE SUZY, FL 34269

Bill To

LAKESIDE PLANTATION
2200 PLANTATION BLVD
NORTH PORT, FL 34289

Invoice

Date

2/26/2024

Work Done At:	Invoice #	Terms	Due Date	Rep
LAKESIDE PLANTATION 2800 PLANTATION BLVD NORTH PORT, FL 34288	WO-6296	NET 10	3/7/2024	SG

Quantity	Description	Serviced	Amount
1	SERVICE CALL		**110.00**
	removed motor. 001 - 330 - 53800 - 51100 Pool Service Feb 24 Call		

Total	$110.00
Payments/Credits	**$0.00**
Total Account Balance	$3,813.53

YOU CAN NOW PAY YOUR BILL ONLINE! PARADISE AWAITS YOU IN ALL SEASONS, CALL US TODAY FOR AN ELECTRIC HEAT PUMP!

WTS INTERNATIONAL

Check Request Form

Community Name: Lakeside Plantation CDD

Event: Easter breakfast

Event Date: 3/30/24

Check Request Date: 3/1/24

CHECK PAYABLE TO:

Name: Linda Hawkes

Address: 2800 Plantation Blvd

City, State, Zip: North port, FL, 34289

Phone #:

Check needed by date: 3/18/24

DESCRIPTION	AMOUNT
Final Easter bunny Payment	150.00
TOTAL	$ 150.00

001. 330 - 53800 - 48000

Easter Bunny Entertainment

Request made by:

All Events Entertainment

All Events Entertainment Costumed Character Agreement

Date of Event: 3/30/24 Name of Event Location: Lakeside Plantation
Type of Event: Easter Breakfast # of People Anticipated: 30ish Theme: Easter
Event Address: 2200 Plantation Blvd, North Port, FL 34289 Meal Provided?: Y
Event Phone# 941-423-5500 Time of Event: From: 9:00AM To: 11:00AM
Event Location Contact Person and Phone#: Courtney Sears: 941-276-7754
Event Location access to be no later than: 8:45AM on 3/30/24
Removal to be no later than: 11:15PM on 3/30/24
Client Name: Courtney Sears Client Phone: 941-423-5500
Client Mailing Address: 2200 Plantation Blvd, North Port, FL 34289
Client Email Address: manager@lakesideplantationcdd.com

CLIENT represents:

(1) That Client will be responsible for any injury or any malicious damage done to any All Events Entertainment representative, as well as our costumes and props by any of Clients' guests, pets, or lawn sprinklers and agrees to pay for any damages therein;
(2) Client ensures all zones will be supervised by their volunteers, and first aid will be available onsite.
(3) Client will assign a volunteer to accompany the Easter Bunny, ensuring that breaks are taken, water is provided, and any assistance needed is rendered.
(4) A dedicated parking space will be reserved for the Human Easter Bunny near the main event area for easy access.
(5) Client may choose to purchase a copy of photos/videos taken of people at the event by All Events Entertainment.
(6) All Events Entertainment will retain rights to photos/videos taken during the event.

All Events Entertainment's obligations will be:

1. Provide The Easter Bunny with the Green Vest and the Big Carrot for your event.
2. The Easter Bunny will be present for the entire duration, with periodic breaks as needed. The Bunny will be the star for many kids, so will be prepared for a lot of hugs, high-fives, and photo requests! The role involves interacting with the kids, posing for photos, and even leading some fun dances or songs, if possible.

Other:

1. Client and All Events Entertainment agree that in the event that All Events Entertainment cannot provide the Costumed Character (other than client fails to remedy an extreme adverse working condition in a timely manner after brought to client's attention), that All Events Entertainment's maximum liability is the return of any payments received. If only partial services can be provided due to conditions beyond All Events Entertainment's reasonable control, then the charges are to be prorated.– if the event is four hours and All Events Entertainment is only present for two hours then ½ the cost is to be refunded to Client.
2. A non-refundable Retainer is required to hold the date and the remaining balance is due 10 business days prior to the event. If balance due is not paid on time, deposit shall be forfeited and the Costumed Character reservation canceled.
3. Overtime pay for the Costumed Character is at a rate of $275.00 per hour, or $175 per half hour.

PRICE for 2 hours: **$449.00**
Non-Refundable Retainer: **$299.00**
BALANCE OF **$150.00** DUE on 3/18/24 (WHICH IS 10 BUSINESS DAYS BEFORE EVENT DAY)

PAID $299.00 CASH Zach Hunt

001 - 330 - 53800 - 48000
Easter Bunny Entertainment

AGREED AS SET FORTH ABOVE:

Client/Renter: Courtney Sears

Phone: 617-710-4342 Web: www.AllEventsEnt.com
310 Cypress Run Ct. North Port, FL 34287

WTS INTERNATIONAL

Check Request Form

Community Name: Lakeside Plantation CDD

Event: Trivia

Event Date: 3/29/24

Check Request Date: 3/1/24

CHECK PAYABLE TO:

Name: Timothy Dowd

Address: 2800 Plantation Blvd

City, State, Zip: North Port, FL, 34289

Phone #:

Check needed by date: 3/28/24

DESCRIPTION	AMOUNT
Trivia Night	250.00
TOTAL	$ 250.00

001-330-53800-48000

Trivia Night

Request made by:

ARCH AMENITIES GROUP

Invoice

Bill To
Tricia Adams
Lakeside Plantation CDD
219 E. Livingston Street
Orlando FL 32801
United States

Invoice Number: 12391892
Date: 3/1/2024
Terms Code: Due on receipt
Due Date: 3/1/2024
PO:

Invoice Description: Mar 2024 - Management

Item	Description	Quantity	Rate	Amount
All In Accounts Monthly Management Fee	March 2024	1		$24,915.00

001-330-53800-12000

Management Fees 03/24

Subtotal	$24,915.00
Tax (0%)	$0.00
Invoice Total	$24,915.00
Total Paid	$0.00
Balance Due	$24,915.00

Please note our remittance options have changed :

ACH/Wire Transfers:

Account Name:	WTS International LLC DBA Arch Amenities Group
Type Of Account:	Checking/Operating
Account #:	759000052
ABA (Wires) #:	052000113
Electronic ABA #:	022000046
Foreign Payments:	MANTUS33 (Swift Code)

All checks must now be sent to our lockbox:

US Mail:
WTS International LLC
DBA Arch Amenities Group
Box #69568
Baltimore, Maryland 21264-9568

Overnight:
WTS International LLC
DBA Arch Amenities Group
Box #69568
1800 Washington Blvd 8th Floor
Baltimore, Maryland 21230

Lakeside Plantation CDD

FY 2024 - Operating Account

Regular Pay Request X **Expedited Request** _____

GMS-Tampa LLC
4530 Eagle Falls Place
Tampa, FL 33619

Invoice Amount $ 173,376.08

Make Payable To: Lakeside Plantation CDD Series 1999

In Payment of: FY24 Assessments thru 2/29/24

G/L Code: 001.300.20700.10000 $ 173,376.08 Due to Debt Service

Expense Month March

V: 28

Business Observer

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

INVOICE

Legal Advertising

Invoice # 24-00465S **Date 03/08/2024**

Attn:
Governmental Management Services – Tampa, LLC
4530 EAGLE FALLS PLACE
TAMPA FL 33619

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

Description	Amount
Serial # 24-00465S **Notice of Board Meeting** **RE:** Meeting on March 20, 2024 at 6:00pm **Published:** 3/8/2024	$83.13

Important Message		Paid	()
Please include our Serial # on your check	**Pay by credit card online: https://legals.businessobserverfl.com/send-payment/**	**Total**	**$83.13**

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

001-310-51300-48000

Notice of BOS Meeting

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

NOTICE

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

Business Observer

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

INVOICE

Legal Advertising

NOTICE OF BOARD MEETING
LAKESIDE PLANTATION COMMUNITY DEVELOPMENT DISTRICT

The Lakeside Plantation Community Development District Audit Committee will meet on **Wednesday, March 20, at 6:00 PM** at the Lakeside Plantation Clubhouse, 2800 Plantation Blvd., North Port, Florida 34289. Immediately following the adjournment of the audit committee meeting will be a regular Board of Supervisors meeting of the Lakeside Plantation Community Development District.

The meetings are open to the public and will be conducted in accordance with the provisions of Florida law for community development districts. A copy of the agendas for these meeting may be obtained by contacting the District Manager by mail at 4530 Eagle Falls Place, Tampa, FL 33619 or by telephone at (813) 344-4844, or by visiting the District's website at lakesideplantationcdd.com. The meetings may be continued to a date, time, and place to be specified on the record at the meeting.

Information about how the meeting will be held and instructions for connecting and participating may be obtained by contacting the District Manager's Office at (813) 344-4844 or jlansford@gms-tampa.com. Additionally, participants are strongly encouraged to submit questions and comments to the District Manager's Office in advance to facilitate consideration of such questions and comments during the meeting.

Pursuant to the provisions of the Americans with Disabilities Act, any person requiring special accommodations to participate in this meeting or to obtain access to the telephonic, video conferencing, or other communications media technology used to conduct this meeting is asked to advise the District Office at least forty-eight (48) hours prior to the meeting by contacting the District Manager at (813) 344-4844. If you are hearing or speech impaired, please contact the Florida Relay Service by dialing 7-1-1, or 1-800-955-8771 (TTY) / 1-800-955-8770 (Voice), for aid in contacting the District Manager.

Each person who decides to appeal any action taken at these meetings is advised that person will need a record of the proceedings and that accordingly, the person may need to ensure that a verbatim record of the proceedings is made, including the testimony and evidence upon which such appeal is to be based.

Jordan Lansford, District Manager
Governmental Management Services - Tampa, LLC

March 8, 2024 24-00465S

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

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Culligan®

better water. pure and simple.®

P.O. BOX 61648
FORT MYERS , FL 33906
941-485-7526

IF PAYING BY CREDIT CARD, PLEASE CHECK CORRECT CARD AND FILL OUT BELOW

☐ ☐ VISA ☐ ☐ DISCOVER ☐ PLEASE CHECK BOX TO ENROLL IN AUTOMATIC BILL PAYMENT

CARD NUMBER	V. CODE
SIGNATURE	EXP. DATE

DATE	PAY THIS AMOUNT	ACCOUNT NUMBER
01/31/2024	68.50	1017805

Pay By Date: Feb 15

AMOUNT PAID $

LAKESIDE PLANTATION
219 E LIVINGSTON STREET
ORLANDO, FL 32801

REMIT PAYMENT TO:
CULLIGAN WATER CONDITIONING
PO BOX 61648
FORT MYERS, FL 33906

001-330-538-48101

Balance Forward Statement

RETURN THIS TOP PORTION WITH YOUR PAYMENT

PLEASE WRITE ACCOUNT NUMBER ON CHECK

InvDate	InvNum	Location			Billed	Tax	Balance
			Previous Balance:	**12/31/2023**			**15.50**
Location	**1017805**						
LAKESIDE PLANTATION		2200 PLANTATION BLVD		NORTH PORT, FL 34289			
01/07/2024		**1017805**	**PO#**				**0.00**
	PAYMENT		@				
01/27/2024	**1114219**	**1017805**	**PO#**				**171.75**
7809	NSF RE-DEBIT		1.000 @	146.75	146.75	0.00	
8003	NON SUFFICIENT CHECK CHARGE		1.000 @	25.00	25.00	0.00	
01/29/2024	**1116762**	**1017805**	**PO#**				**58.50**
2413	5 GAL DRINKING WATER		8.000 @	7.75	62.00	0.00	
2704	BOTTLE DEPOSIT		-1.000 @	6.00	-6.00	0.00	
4201	DELIVERY FEE		1.000 @	2.50	2.50	0.00	
01/30/2024		**1017805**	**PO#**				**-182.25**
	PAYMENT		@				
01/31/2024	**1120984**	**1017805**	**PO#**				**5.00**

001-330-53800-48101

Water

InvDate	InvNum	Location			Billed	Tax	Balance
3005	6 BOTTLE RACK		1.000 @	5.00	5.00	0.00	

Total Due by the 15th: 68.50

THIRTY DAYS OVERDUE

Current	68.50	30day	0.00	60day	0.00	90day	0.00	Balance	68.50

Pay your bill online using our secure payment page at www.culligansarasota.com

Security Alarm Corporation
Corporate Headquarters
17776 Toledo Blade Boulevard
Port Charlotte, FL 33948
Tel. (941) 625-9700
Fax. (941) 625-9804
accounting@securityalarmcorp.com

Please call our office to discuss how to pay your invoice by ACH or Credit Card, also you can now receive your invoice by email for your convenience.

Invoice Number	**292322**
Sale Date	2/1/2024
Due Date	2/11/2024

Lakeside Plantation CDD
Care Of: GMS
219 E Livingston St
Orlando, FL 32801

Description	Qty	Price	Net	Tax	Total
Monitoring-Commercial-Fire-Basic	3	$28.00	$84.00	$0.00	$84.00
For: Lakeside Plantation-F at 2200 Plantation Blvd. North Port, FL 34286 Period Covered: 02/01/2024 to 04/30/2024 inclusive.					
Monitoring-Commercial-Security-Basi	3	$21.00	$63.00	$0.00	$63.00
For: Lakeside Plantation at 2200 Plantation Blvd. North Port, FL 34289 Period Covered: 02/01/2024 to 04/30/2024 inclusive.					
TOTALS			**$147.00**	**$0.00**	**$147.00**

001-330-53800-48400
Fire & Security Monitoring

Return Stub Below

Please return this portion of your invoice with your payment. Thank you!

Customer : Lakeside Plantation CDD

Invoice Number 292322
Bill Payer ID 11765
CSID

Acct. Bal. **$147.00** **Amount Remitted** ☐☐☐☐☐.☐☐

Payment Method **Check** ☐ **Check Number** ☐☐☐☐☐☐☐☐ **Date Remitted** ☐☐☐☐☐☐

Charge* ☐ **Card Number** ☐☐☐☐☐☐☐☐☐☐☐☐☐☐☐☐ **Billing Zipcode** ☐☐☐☐☐

Name On Card ☐☐☐☐☐☐☐☐☐☐☐☐☐☐☐☐ **Exp Date** ☐☐☐☐

Signature ☐☐☐☐☐☐☐☐☐☐☐☐☐☐☐☐ **Card ID** ☐☐☐☐

*Please Note : If paying by charge card, we can only accept payment by : American Express, Discover, Mastercard, Visa

Please remit to : SAC - Corporate Headquarters, 17776 Toledo Blade Boulevard, Port Charlotte, FL 33948 **Inv No. 292322**

IMPACT FIRE

Approved
CS

INVOICE

District Office
500 Base Ave E
Venice, FL 34285
Phone: (941) 485-5402

INVOICE NUMBER	**29004933**
INVOICE DATE	10/20/2023
PO NUMBER	
BILLING NUMBER	1012092511832513
TOTAL DUE	**$581.70**

Bill To

George Flint
Lakeside Plantation CDD
6200 Lee Vista Ste 300
Orlando, FL 32822
Phone: (407) 841-5524

Service Location

Lakeside Plantation Clubhouse
2200 Plantation Blvd
North Port, FL 34286

Service Call 31112536

Salesperson	Customer Number	Technician	Service Date	Payment Terms	Due Date
VENICE HOUSE	307-0000353		10/20/2023	NET30	11/19/2023

Detail of Charges

Description	Unit	Quantity	Unit Price	Line Total
1" POTABLE BACKFLOW INSPECTION	EA	2.00	$35.00	$70.00
2" POTABLE BACKFLOW INSPECTION	EA	1.00	$52.00	$52.00
4" FIRE BACKFLOW INSPECTION	EA	1.00	$140.00	$140.00
ANNUAL FIRE SPRINKLER INSPECTION	EA	1.00	$250.00	$250.00
SP FUEL SURCHARGE - -	HRS	1.00	$10.00	$10.00
SP SUBMITTAL FEE - -	HRS	6.00	$9.95	$59.70
			Subtotal	$581.70
			Total Tax	$0.00
			Amount Paid	$0.00
			Total	**$581.70**

Description

001-330-53800-48102

Fire Inspection

Please include this portion with your payment

Job Number	Customer Number	Invoice Number	Invoice Date	Invoice Amount
307-0000353	307-0000353	29004933	10/20/2023	$581.70

District Office
500 Base Ave E
Venice, FL 34285
Phone: (941) 485-5402

NEW REMITTANCE ADDRESS

Impact Fire Services LLC
PO Box 735063
Dallas, TX 75373-5063

Electronic Payment Instructions

Account Number	Wire Routing Number	ACH Routing Number
522 752 010	021 000 021	322 271 627

Pay via Credit Card at www.ImpactFireServices.com

***An additional convenience fee of 2.5%will be incremental to invoice amount on all credit/debit card transactions**

Questions concerning this invoice or payment options can be addressed to: ar@impactfireservices.com

IMPACT FIRE

Approved
CS

INVOICE

District Office
500 Base Ave E
Venice, FL 34285
Phone: (941) 485-5402

INVOICE NUMBER	**29007170**
INVOICE DATE	12/21/2023
PO NUMBER	
BILLING NUMBER	1012092511832513
TOTAL DUE	**$671.00**

Bill To

George Flint
Lakeside Plantation CDD
6200 Lee Vista Ste 300
Orlando, FL 32822
Phone: (407) 841-5524

Service Location

Lakeside Plantation Clubhouse
2200 Plantation Blvd
North Port, FL 34286

Service Call 32396501 *5th Year Inspection items co

Salesperson	Customer Number	Technician	Service Date	Payment Terms	Due Date
VENICE HOUSE	307-0000353		12/14/2023	NET30	1/20/2024

Detail of Charges

Description	Unit	Quantity	Unit Price	Line Total
Esrmbw50	EA	1.00	$4.00	$4.00
F1FR56P1W	EA	1.00	$22.00	$22.00
Gauges	EA	2.00	$25.00	$50.00
1st Half Hr LABOR - -	HRS	1.00	$170.00	$170.00
LABOR - -	HRS	2.50	$170.00	$425.00
			Subtotal	$671.00
			Total Tax	$0.00
			Amount Paid	$0.00
			Total	**$671.00**

Description

*5th Year Inspection items completed per NFPA , see report for any comments.

001-330-53800-48102

Fence Labor

Please include this portion with your payment

District Office
500 Base Ave E
Venice, FL 34285
Phone: (941) 485-5402

Job Number	Customer Number	Invoice Number	Invoice Date	Invoice Amount
307-0000353	307-0000353	29007170	12/21/2023	$671.00

NEW REMITTANCE ADDRESS

Impact Fire Services LLC
PO Box 735063
Dallas, TX 75373-5063

Electronic Payment Instructions

Account Number	Wire Routing Number	ACH Routing Number
522 752 010	021 000 021	322 271 627

Pay via Credit Card at www.ImpactFireServices.com

***An additional convenience fee of 2.5%will be incremental to invoice amount on all credt/debit card transactions**

Questions concerning this invoice or payment options can be addressed to: ar@impactfireservices.com

*** CHECK DATES 03/01/2024 - 03/31/2024 ***
LAKESIDE PLANTATION - CAP RES
BANK C CHECKING ACTIVITIES

CHECK DATE	VEND#	.....INVOICE..... DATE	INVOICE	...EXPENSED TO... YRMO	DPT	ACCT#	SUB	SUBCLASS	VENDOR NAME	STATUS	AMOUNT	....CHECK..... AMOUNT	#
3/13/24	00057	3/08/24	INV-0003	202403	600	53800	60000			*	18,097.20		
			DEPOSIT FENCE INSTALL										
									COURTCO.			18,097.20	000143

TOTAL FOR BANK C 18,097.20

TOTAL FOR REGISTER 18,097.20

INVOICE

 # INV-000394

Balance Due
$18,097.20

COURTCO.

CourtCo * Create 031 Vendor
Tax ID : 882676895
1617 Hendry Street
Suite 407
Fort Myers Florida 33901
U.S.A

031 4100 53800 40000

Bill To
Lakeside Plantation "Deposit Fence Install"
2200 Plantation Drive
North Port
34289 Florida
U.S.A

Invoice Date :	03.08.2024
Terms :	Net 30
Due Date :	04.07.2024
P.O.# :	Deposit Invoice

Subject :

Deposit Invoice for Fence Installation

#	Item & Description	Qty	Rate	Amount
1	**Fence Installation** SCOPE OF WORK The Contractor will demolish approximately 580lf of existing perimeter fencing and dispose of the debris in dumpsters provided by the Contractor. Note: Fencing will remain on the north side of both tennis courts as well as one gate between the courts on the south side. Layout to remain the same as existing. The Contractor will demolish existing fencing mesh, top rail, and one line post on the north/northeast side of the pickleball court approximately 64' long and dispose of the debris in dumpsters provided by the Contractor. The Contractor will supply and install approximately 580' x 1¾" mesh x 10' tall 9-gauge fencing with vinyl coated wire, all necessary hardware, and one pedestrian gate. Line posts to be 2 ½" OD and corner posts to be 3" OD. Top rail to be all 1⅝" with corners braced with middle rail. Bottom rail to be installed on all of the new fencing. The Contractor will install two 10' wide, double swing equipment gates in the tennis fencing. One where existing in the western battery of courts and on the eastern battery it will be at center court on the east wall. The Contractor will NOT reinstall a gate on the east side of the western battery of courts. This will be closed off.	0.33	54,840.00	18,097.20

#	Item & Description	Qty	Rate	Amount
	The Contractor will supply and install one new line post at the pickleball courts, approximately 64' of top rail, and 64' of matching black vinyl mesh. The Contractor will remove the gate at the pickleball court and replace with mesh using all the appropriate hardware. The Contractor shall thoroughly and expediently clean up all drums, trash, etc. upon job completion.			

#	Task & Description	Project Hours	Rate	Amount
2	PROVISIONS The Customer agrees to pay a 33% deposit upon acceptance of proposal. The Customer agrees to pay 33% upon commencement. The Customer agrees to balance upon completion of the above-proposed work.	1.00	0.00	0.00

Sub Total	18,097.20
Total	**$18,097.20**
Balance Due	**$18,097.20**

Notes

Thanks for your business.

Electric Bill Statement
For: Jan 24, 2024 to Feb 23, 2024 (30 days)
Statement Date: Feb 23, 2024
Account Number: 57421-67439
Service Address:
2800 PLANTATION BLVD # CLBHSE
NORTH PORT, FL 34289

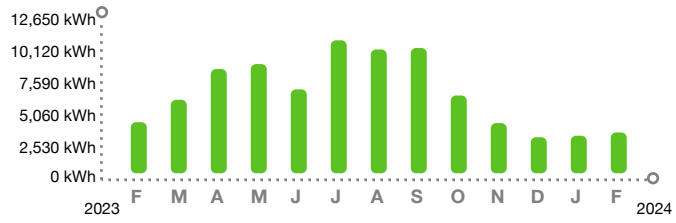
LAKESIDE PLANTATION COMM DEVELOPMENT DIST, Here's what you owe for this billing period.

CURRENT BILL

$591.68
TOTAL AMOUNT YOU OWE

Mar 15, 2024
NEW CHARGES DUE BY

ENERGY USAGE HISTORY



BILL SUMMARY

Amount of your last bill	569.38
Payments received	-569.38
Balance before new charges	0.00
Total new charges	591.68
Total amount you owe	**$591.68**

FPL automatic bill pay - DO NOT PAY

(See page 2 for bill details.)

KEEP IN MIND

- Payment received after May 15, 2024 is considered LATE; a late payment charge of 1% will apply.
- The amount due on your account will be drafted automatically on or after March 05, 2024. If a partial payment is received before this date, only the remaining balance due on your account will be drafted automatically.

New February rates are in effect. Learn more at FPL.com/Rates.

Customer Service:	1-800-375-2434	Report Power Outages:	1-800-4OUTAGE (468-8243)
Outside Florida:	1-800-226-3545	Hearing/Speech Impaired:	711 (Relay Service)

/ 3* FPL AUTOMATIC BILL PAY - DO NOT PAY *

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:

LAKESIDE PLANTATION COMM
DEVELOPMENT DIST
ATTN LAKESIDE PLANTATION COMMUNITY
9145 NARCOOSSEE RD # A206
ORLANDO FL 32827-5768

FPL
GENERAL MAIL FACILITY
MIAMI FL 33188-0001

Visit **FPL.com/PayBill** for ways to pay.

57421-67439	$591.68	Mar 15, 2024	$ Auto pay - DO NOT PAY
ACCOUNT NUMBER	TOTAL AMOUNT YOU OWE	NEW CHARGES DUE BY	AMOUNT ENCLOSED

BILL DETAILS

Amount of your last bill		569.38
Payment received - Thank you		–569.38
Balance before new charges		$0.00
New Charges		
Rate: GSD-1 GENERAL SERVICE DEMAND		
Base charge:	$30.21	
Non-fuel: *($0.030880 per kWh)*	$108.71	
Fuel: *($0.037280 per kWh)*	$131.23	
Demand: *($13.02 per KW)*	$273.42	
Electric service amount	543.57	
Gross receipts tax (State tax)	13.95	
Franchise fee (Reqd local fee)	33.73	
Taxes and charges	47.68	
Regulatory fee (State fee)	0.43	
Total new charges		$591.68
Total amount you owe		**$591.68**

FPL automatic bill pay - DO NOT PAY

METER SUMMARY

Meter reading - Meter KLL2846. Next meter reading Mar 25, 2024.

Usage Type	Current	-	Previous	x	Const	=	Usage
kWh used	95002		94650		10		3520
Demand KW	2.13				10.00		21

ENERGY USAGE COMPARISON

	This Month	Last Month	Last Year
Service to	Feb 23, 2024	Jan 24, 2024	Feb 22, 2023
kWh Used	3520	3240	4410
Service days	30	33	29
kWh/day	117	98	152
Amount	$591.68	$569.38	$622.54

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: Jan 24, 2024 to Feb 23, 2024 (30 days)
Statement Date: Feb 23, 2024
Account Number: 04126-05586
Service Address:
2800 PLANTATION BLVD # FNTN
NORTH PORT, FL 34289

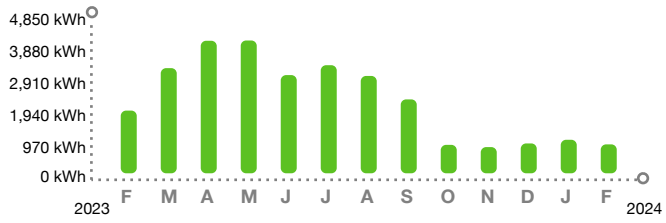
LAKESIDE PLANTATION COMMUNITY DEVELOPMENT DIST,
Here's what you owe for this billing period.

CURRENT BILL

$144.31
TOTAL AMOUNT YOU OWE

Mar 15, 2024
NEW CHARGES DUE BY

ENERGY USAGE HISTORY



BILL SUMMARY

Amount of your last bill	164.79
Payments received	-164.79
Balance before new charges	0.00
Total new charges	144.31
Total amount you owe	**$144.31**

FPL automatic bill pay - DO NOT PAY

(See page 2 for bill details.)

KEEP IN MIND

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New February rates are in effect. Learn more at FPL.com/Rates.

Customer Service:	1-800-375-2434	Report Power Outages:	1-800-4OUTAGE (468-8243)
Outside Florida:	1-800-226-3545	Hearing/Speech Impaired:	711 (Relay Service)

/ 3* FPL AUTOMATIC BILL PAY - DO NOT PAY *

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:

LAKESIDE PLANTATION
COMMUNITY DEVELOPMENT DIST
ATTN LAKESIDE PLANTATION COMMUNITY
9145 NARCOOSSEE RD # A206
ORLANDO FL 32827-5768

FPL
GENERAL MAIL FACILITY
MIAMI FL 33188-0001

Visit **FPL.com/PayBill** for ways to pay.

04126-05586	$144.31	Mar 15, 2024	$ Auto pay - DO NOT PAY
ACCOUNT NUMBER	TOTAL AMOUNT YOU OWE	NEW CHARGES DUE BY	AMOUNT ENCLOSED

BILL DETAILS

Amount of your last bill		164.79
Payment received - Thank you		–164.79
Balance before new charges		$0.00
New Charges		
Rate: GS-1 GENERAL SVC NON-DEMAND / BUSINESS		
Base charge:	$12.78	
Non-fuel: *($0.088030 per kWh)*	$84.16	
Fuel: *($0.037280 per kWh)*	$35.64	
Electric service amount	132.58	
Gross receipts tax (State tax)	3.40	
Franchise fee (Reqd local fee)	8.23	
Taxes and charges	11.63	
Regulatory fee (State fee)	0.10	
Total new charges		$144.31
Total amount you owe		**$144.31**

FPL automatic bill pay - DO NOT PAY

METER SUMMARY

Meter reading - Meter KN46183. Next meter reading Mar 25, 2024.

Usage Type	Current	-	Previous	=	Usage
kWh used	69443		68487		956

ENERGY USAGE COMPARISON

	This Month	Last Month	Last Year
Service to	Feb 23, 2024	Jan 24, 2024	Feb 22, 2023
kWh Used	956	1108	2073
Service days	30	33	29
kWh/day	31	33	71
Amount	$144.31	$164.79	$287.17

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: Jan 24, 2024 to Feb 23, 2024 (30 days)
Statement Date: Feb 23, 2024
Account Number: 84595-15071
Service Address:
2800 PLANTATION BLVD #POOL & TENNIS
NORTH PORT, FL 34289

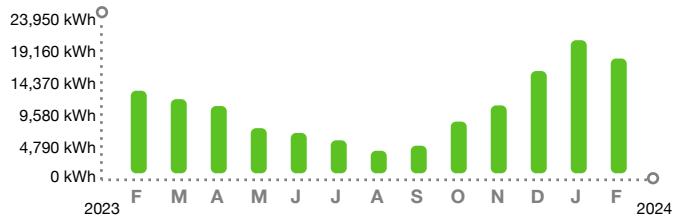
LAKESIDE PLANTATION COMM DEVELOPMENT DIST, Here's what you owe for this billing period.

CURRENT BILL

$2,004.45
TOTAL AMOUNT YOU OWE

Mar 15, 2024
NEW CHARGES DUE BY

ENERGY USAGE HISTORY



BILL SUMMARY

Amount of your last bill	2,171.16
Payments received	-2,171.16
Balance before new charges	0.00
Total new charges	2,004.45
Total amount you owe	**$2,004.45**

FPL automatic bill pay - DO NOT PAY

(See page 2 for bill details.)

KEEP IN MIND

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Customer Service:	1-800-375-2434	Report Power Outages:	1-800-4OUTAGE (468-8243)
Outside Florida:	1-800-226-3545	Hearing/Speech Impaired:	711 (Relay Service)

/ 3* FPL AUTOMATIC BILL PAY - DO NOT PAY *

The amount enclosed includes the following donation:
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Make check payable to FPL in U.S. funds and mail along with this coupon to:

LAKESIDE PLANTATION COMM
DEVELOPMENT DIST
ATTN LAKESIDE PLANTATION COMMUNITY
9145 NARCOOSSEE RD # A206
ORLANDO FL 32827-5768

FPL
GENERAL MAIL FACILITY
MIAMI FL 33188-0001

Visit **FPL.com/PayBill** for ways to pay.

84595-15071	$2,004.45	Mar 15, 2024	$ Auto pay - DO NOT PAY
ACCOUNT NUMBER	TOTAL AMOUNT YOU OWE	NEW CHARGES DUE BY	AMOUNT ENCLOSED

BILL DETAILS

Amount of your last bill		2,171.16
Payment received - Thank you		–2,171.16
Balance before new charges		$0.00
New Charges		
Rate: GSD-1 GENERAL SERVICE DEMAND		
Base charge:	$30.21	
Non-fuel: *($0.030880 per kWh)*	$578.76	
Fuel: *($0.037280 per kWh)*	$698.70	
Demand: *($13.02 per KW)*	$533.82	
Electric service amount	1,841.49	
Gross receipts tax (State tax)	47.25	
Franchise fee (Reqd local fee)	114.27	
Taxes and charges	161.52	
Regulatory fee (State fee)	1.44	
Total new charges		$2,004.45
Total amount you owe		**$2,004.45**

FPL automatic bill pay - DO NOT PAY

METER SUMMARY

Meter reading - Meter KL84533. Next meter reading Mar 25, 2024.

Usage Type	Current	-	Previous	=	Usage
kWh used	62458		43716		18742
Demand KW	40.64				41

ENERGY USAGE COMPARISON

	This Month	Last Month	Last Year
Service to	Feb 23, 2024	Jan 24, 2024	Feb 22, 2023
kWh Used	18742	21732	13485
Service days	30	33	29
kWh/day	624	658	465
Amount	$2,004.45	$2,171.16	$1,573.49

KEEP IN MIND

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City of North Port Utilities

4970 City Hall Blvd
North Port, FL 34286-4100
Phone: (941) 429-7122

SERVICE ADDRESS			
2800 PLANTATION BLVD			
ACCOUNT NUMBER	CYCLE	BILL DATE	DUE DATE
43123-156052	18-29	02/24/2024	03/16/2024

Total Current Charges	$250.94
Balance Forward	$0.00
Total Amount Due	$250.94

LAKESIDE PLANTATION COMM DEV
9145 NARCOOSSEE RD STE A206
ORLANDO FL 32827-5768

00004312300015605200000250949

1.0 LAKE Please return this portion with payment. ***Thank You.***

SERVICE ADDRESS 2800 PLANTATION BLVD *** CYCLE BILL - AUTO PA ***

ACCOUNT NUMBER	CYCLE	BILL DATE	DUE DATE
43123-156052	18-29	02/24/2024	03/16/2024

Rate Class: COMMERCIAL
Last payment amount/date: $928.24 02/20/2024

Last Bill Amount	$928.24
Payments	-$928.24
Adjustments	$0.00
Balance Forward	$0.00

Service Period	Days	Meter Number	Mult	Units	Current	Previous	Usage
01/19/2024 - 02/16/2024	28.0	54830746	1.0000	TGAL	405.00	397.00	8.00
					Previous year Usage	02/23	8.00

Service	Consumption	Charge	Total
WA Base facility chg		$58.51	
WA Usage block 1	8.00	$42.88	
WA Paper Bill Fee	0.00	$2.00	
TOTAL WATER			$103.39
SE Base facility chg		$86.99	
SE Consumption	8.00	$60.56	
TOTAL SEWER			$147.55

Total Current Charges	$250.94
Balance Forward	$0.00
Total Amount Due	$250.94

Protect your home from wildfire. Create a buffer zone by removing weeds dried grass brush and other vegetation to help keep fire away and to reduce the risk of ignition from flying embers.

City of North Port Utilities

4970 City Hall Blvd
North Port, FL 34286-4100
Phone: (941) 429-7122

SERVICE ADDRESS			
2021 PLANTATION BLVD FICT			
ACCOUNT NUMBER	CYCLE	BILL DATE	DUE DATE
43123-154658	18-29	02/24/2024	03/16/2024

Total Current Charges	$27.12
Balance Forward	$0.00
Total Amount Due	$27.12

LAKESIDE PLANTATION COMM DEV
9145 NARCOOSSEE RD STE A206
ORLANDO FL 32827-5768

00004312300015465800000000027126

1.0 LAKE Please return this portion with payment. ***Thank You.***

SERVICE ADDRESS 2021 PLANTATION BLVD FICT *** CYCLE BILL - AUTO PA ***

ACCOUNT NUMBER	CYCLE	BILL DATE	DUE DATE
43123-154658	18-29	02/24/2024	03/16/2024

Rate Class: COMMERCIAL
Last payment amount/date: $612.20 02/20/2024

Last Bill Amount	$612.20
Payments	-$612.20
Adjustments	$0.00
Balance Forward	$0.00

Service Period	Days	Meter Number	Mult	Units	Current	Previous	Usage
01/19/2024 - 02/16/2024	28.0	36607560	1.0000	TGAL	1695.00	1695.00	0.00
					Previous year Usage	02/23	7.00

Service		Consumption	Charge	Total
WA	Base facility chg		$25.12	
WA	Paper Bill Fee	0.00	$2.00	
TOTAL WATER				$27.12

Total Current Charges	$27.12
Balance Forward	$0.00
Total Amount Due	$27.12

Protect your home from wildfire. Create a buffer zone by removing weeds dried grass brush and other vegetation to help keep fire away and to reduce the risk of ignition from flying embers.

City of North Port Utilities

4970 City Hall Blvd
North Port, FL 34286-4100
Phone: (941) 429-7122

SERVICE ADDRESS			
2800 PLANTATION BLVD			
ACCOUNT NUMBER	CYCLE	BILL DATE	DUE DATE
43123-154656	18-29	03/05/2024	03/26/2024

Total Current Charges	$196.54
Balance Forward	$0.00
Total Amount Due	$196.54

LAKESIDE PLANTATION COMM DEV
9145 NARCOOSSEE RD STE A206
ORLANDO FL 32827-5768

00004312300015465600000196544

1.0 LAKE Please return this portion with payment. ***Thank You.***

SERVICE ADDRESS 2800 PLANTATION BLVD

*** OFF CYCLE AUTO PAY ***

ACCOUNT NUMBER	CYCLE	BILL DATE	DUE DATE
43123-154656	18-29	03/05/2024	03/26/2024

Rate Class: COMMERCIAL

Last payment amount/date: $255.46 02/20/2024

Last Bill Amount	$255.46
Payments	-$255.46
Adjustments	$0.00
Balance Forward	$0.00

Service Period	Days	Meter Number	Mult	Units	Current	Previous	Usage
01/19/2024 - 02/16/2024	28.0	80005382	1.0000	TGAL	5654.00	5639.00	15.00
					Previous year Usage	03/23	12.00

Service		Consumption	Charge	Total
WA	Base facility chg		$114.14	
WA	Usage block 1	15.00	$80.40	
WA	Paper Bill Fee	0.00	$2.00	
TOTAL WATER				$196.54

Total Current Charges	$196.54
Balance Forward	$0.00
Total Amount Due	$196.54

Hot dry & windy conditions create the perfect environment for wildland fire. Create a Household Action Plan that includes evacuation meeting locations and communication plans.

ADT Commercial

Invoice 153628249

adtcommercial.com

Account Number	Invoice Date	Payment Due Date	PO Number	Amount Due
70180815	01/21/2024	02/15/2024		$267.10

Take action now with eSuite

See reverse side for details.

Description	Amount
LAKESIDE PLANTATION CDD 2800 PLANTATION RD	
Services Provided (02/19/24 - 03/18/24)	$249.61
Includes: Extended Service Plan, Secure Access	
Total Tax	$17.49
Sub Total	**$267.10**
INVOICE AMOUNT DUE	$267.10

Payment Options

Pay online 24/7
esuite.adt.com/ExpressPay

Pay by phone
1.800.606.3535

Mail by check
Include the section below

Manage Your Account

Update billing information, view past invoices and more
esuite.adt.com

Questions?

adtcommercial.com

Email: ComCare@adt.com
1.855.238.2666

Thank you for choosing ADT Commercial

You will be charged a $25.00 fee for any payment returned.
Make checks payable to ADT Commercial and please include your account number.

Please detach this portion and send with your payment.

ADT Commercial

P.O. Box 49292 | Wichita, KS 67201

Invoice Number	153628249
Account Number	70180815
Invoice Date	01/21/2024
Payment Due Date	02/15/2024
Amount Due	$267.10
Amount Enclosed	$

☐ Please check box if your billing address has changed, and indicate changes on back.

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1oz - #10 - 434 - 568
LAKESIDE PLANTATION COMMUNITY
LAKESIDE PLANTATION CDD
2200 PLANTATION BLVD
NORTH PORT FL 34289-9472

ADT COMMERCIAL
PO BOX 382109
PITTSBURGH PA 15251-8109

0000 01 070180815 00000026710 2 153628249 2

1oz - #10 - 434 - 568

PEAC SOLUTIONS

PO Box 13604
Philadelphia PA 19101-3604

INVOICE

Address Service Requested

ATTN: ACCOUNTS PAYABLE
LAKESIDE PLANTATION CDD
2200 PLANTATION BLVD
NORTH PORT FL 34289-9472

☐ Please check here if your address has changed.
Provide new address on reverse side.

Remittance Section

Customer Account Number:	1833219
Invoice Number:	21059147
Invoice Date:	02/12/2024
Invoice Due Date:	03/05/2024
Total Due:	**$104.86**

Amount Paid: $ _____

Use enclosed envelope and make check payable to:

MARLIN LEASING CORP
PO BOX 13604
PHILADELPHIA PA 19101-3604

0000100210591475000000104869 6

For faster processing, please remove the check skirt.
Keep lower portion for your records - Please return upper portion with your payment

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CUSTOMER ACCOUNT NUMBER	INVOICE DATE	INVOICE NUMBER	DUE DATE	LAST PAYMENT RECEIVED
1833219	02/12/2024	21059147	03/05/2024	02/05/2024 Thank You

CONTRACT NUMBER	DESCRIPTION	CURRENT	PAST DUE 30 DAYS	PAST DUE 60 DAYS	PAST DUE 90 DAYS	PAST DUE 120 DAYS	TOTAL DUE
401-1833219-001	Kyocera CS 308ci Copier						
	CONTRACT PAYMENT	98.00					98.00
	SALES/USE TAX	6.86					6.86
	BALANCE DUE:	**104.86**					**104.86**

If utilizing your Bank's Online Bill Service, please enter each contract number and payment separately. If you do not, the payment will not be transmitted EFT. Your bank will cut and mail a check to our lock box for processing. We are not responsible for postal delays. Processing delays may result if checks are received without contract numbers notated on them. Marlin Leasing Corporation dba PEAC Solutions.

See REVERSE SIDE for important information regarding the above charges and fees.

If you have questions regarding your bill, please give us a call and we will be happy to assist you * 888-236-2409

SECTION C

Lakeside Plantation

Community Development District

Unaudited Financial Reporting

March 31, 2024

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Lakeside Plantation

Community Development District

Combined Balance Sheet

March 31, 2024

	General Fund	*Capital Reserve Fund*	*Debt Service Fund*	*Totals Governmental Funds*
Assets:				
Cash:				
Operating Account	$ 91,408	$ -	$ -	$ 91,408
Debit Card Account	$ 1,972	$ -	$ -	$ 1,972
Money Market Account	$ 956,209	$ -	$ -	$ 956,209
Capital Reserve Account	$ -	$ 134,295	$ -	$ 134,295
Due from General Fund	$ -	$ -	$ 174,784	$ 174,784
Due from Other	$ 2,137	$ -	$ -	$ 2,137
Prepaid Expenses	$ 100	$ -	$ -	$ 100
Deposits	$ 517	$ -	$ -	$ 517
Investments:				
State Board of Administration	$ 547	$ 242,220	$ -	$ 242,768
Series 1999				
Reserve	$ -	$ -	$ 81,842	$ 81,842
Revenue	$ -	$ -	$ 12,371	$ 12,371
Total Assets	**$ 1,052,892**	**$ 376,515**	**$ 268,998**	**$ 1,698,404**
Liabilities:				
Accounts Payable	$ 10,751	$ -	$ -	$ 10,751
Accrued Expenses	$ -		$ -	$ -
Deferred Revenue	$ -		$ -	$ -
Due to Capital Reserve	$ -		$ -	$ -
Due to Debt Service	$ 1,408		$ -	$ 1,408
Total Liabilites	**$ 12,159**	**$ -**	**$ -**	**$ 12,159**
Fund Balance:				
Nonspendable:				
Prepaid Items	$ 100	$ -	$ -	$ 100
Deposits	$ 517	$ -	$ -	$ 517
Restricted for:				
Debt Service - Series 1999	$ -	$ -	$ 268,998	$ 268,998
Assigned for:				
Capital Reserves	$ -	$ 376,515	$ -	$ 376,515
Unassigned	$ 1,040,115	$ -	$ -	$ 1,040,115
Total Fund Balances	**$ 1,040,733**	**$ 376,515**	**$ 268,998**	**$ 1,686,245**
Total Liabilities & Fund Balance	$ 1,052,892	$ 376,515	$ 268,998	$ 1,698,404

Lakeside Plantation

Community Development District

General Fund

Statement of Revenues, Expenditures, and Changes in Fund Balance

For The Period Ending March 31, 2024

	Adopted Budget	Prorated Budget Thru 03/31/24	Actual Thru 03/31/24	Variance
Revenues:				
Assessments- Tax Roll	$ 1,199,840	$ 1,199,840	$ 1,087,729	$ (112,110)
Tennis Club	$ 20,000	$ 10,000	$ 9,795	$ (205)
Activities	$ 10,000	$ 5,000	$ 5,595	$ 595
Clubhouse Rentals	$ 5,000	$ 2,500	$ 1,005	$ (1,495)
Miscellaneous	$ 1,500	$ 750	$ 1,455	$ 705
Interest Earnings	$ 50	$ 25	$ 45	$ 20
Insurance Proceeds	$ -	$ -	$ 71,462	$ 71,462
Total Revenues	**$ 1,236,390**	**$ 1,218,115**	**$ 1,177,087**	**$ (41,028)**
Expenditures:				
General & Administrative:				
Supervisor Fees	$ 12,000	$ 6,000	$ 5,620	$ 380
District Manager	$ 45,900	$ 22,950	$ 22,950	$ -
District Counsel	$ 25,750	$ 12,875	$ 17,963	$ (5,088)
District Engineer	$ 14,000	$ 7,000	$ 2,944	$ 4,056
Disclosure Report	$ 1,000	$ 500	$ 500	$ 0
Trustee Fees	$ 4,000	$ 1,590	$ 1,590	$ -
Audit Fees	$ 3,350	$ 1,675	$ -	$ 1,675
Postage, Phone, Faxes, Copies	$ 1,500	$ 750	$ 911	$ (161)
General Liability Insurance	$ 8,308	$ 8,308	$ 7,003	$ 1,305
Legal Advertising	$ 2,000	$ 1,000	$ 1,215	$ (215)
Dues, Licenses & Fees	$ 175	$ 88	$ 175	$ (88)
Other Current Charges	$ 3,000	$ 1,500	$ 7,958	$ (6,458)
Property Insurance	$ 16,309	$ 16,309	$ 29,766	$ (13,457)
Information Technology	$ 1,350	$ 675	$ 675	$ -
Website Administration	$ 864	$ 432	$ 432	$ -
Total General & Administrative	**$ 139,506**	**$ 81,652**	**$ 99,701**	**$ (18,050)**
Operations & Maintenance				
Field Expenditures				
Road & Sidewalk Repairs & Maintenance	$ 17,000	$ 8,500	$ -	$ 8,500
Common Area Renewal & Maintenance	$ 10,000	$ 5,000	$ -	$ 5,000
Street Light/Decorative Light	$ 1,000	$ 500	$ -	$ 500
Landscape Maintenance - Contract	$ 155,000	$ 77,500	$ 77,020	$ 480
Landscape Maintenance - Other	$ 10,000	$ 5,000	$ 1,541	$ 3,459
Lake Maintenance	$ 13,000	$ 6,500	$ 4,830	$ 1,670
Electric Utility Services - Entrance Feature	$ 7,500	$ 3,750	$ 1,084	$ 2,666
Water Utility Services - Entrance Feature	$ 3,000	$ 1,500	$ 3,134	$ (1,634)
Repairs & Maintenance - Entrance Feature	$ 5,000	$ 2,500	$ -	$ 2,500
Hurricane Expenses	$ -	$ -	$ 13,625	$ (13,625)
Subtotal Field Expenditures	**$ 221,500**	**$ 110,750**	**$ 101,234**	**$ 9,516**

Lakeside Plantation

Community Development District

General Fund

Statement of Revenues, Expenditures, and Changes in Fund Balance

For The Period Ending March 31, 2024

	Adopted Budget	Prorated Budget Thru 03/31/24	Actual Thru 03/31/24	Variance
Amenity Expenditures				
Personnel Services (Management Contract)	$ 296,600	$ 148,300	$ 147,111	$ 1,189
Activities	$ 22,000	$ 11,000	$ 10,946	$ 54
License/Fees	$ 2,000	$ 1,000	$ -	$ 1,000
General Supplies	$ 10,000	$ 5,000	$ 6,805	$ (1,805)
Maintenance	$ 15,000	$ 7,500	$ 9,147	$ (1,647)
Office Supplies	$ 3,500	$ 1,750	$ 604	$ 1,146
Security	$ 3,000	$ 1,500	$ 3,251	$ (1,751)
AED	$ 500	$ 250	$ -	$ 250
Telephone & Internet Services	$ 6,000	$ 3,000	$ 2,784	$ 216
Janitorial Supplies	$ 2,500	$ 1,250	$ 1,258	$ (8)
Electric Utility Services - Clubhouse	$ 14,000	$ 7,000	$ 4,659	$ 2,341
Gas Utility	$ 250	$ 125	$ 105	$ 20
Garbage Collection	$ 2,100	$ 1,050	$ 1,069	$ (19)
Water Utility Services - Clubhouse	$ 6,000	$ 3,000	$ 2,950	$ 50
Electric Utility Services - Tennis Courts/Pool	$ 18,000	$ 9,000	$ 9,209	$ (209)
Pool Cleaning	$ 10,200	$ 5,100	$ 11,400	$ (6,300)
Pool Maintenance - Other	$ 10,000	$ 5,000	$ 2,677	$ 2,323
Tennis Courts - Maintenance	$ 5,000	$ 2,500	$ 1,629	$ 871
Water Utility Services - Tennis Courts/Pool	$ 7,500	$ 3,750	$ 1,095	$ 2,655
Subtotal Amenity Expenditures	**$ 434,150**	**$ 217,075**	**$ 216,699**	**$ 376**
Total Operations & Maintenance	**$ 655,650**	**$ 327,825**	**$ 317,933**	**$ 9,892**
Total Expenditures	**$ 795,156**	**$ 409,477**	**$ 417,634**	**$ (8,157)**
Excess (Deficiency) of Revenues over Expenditures	$ 441,234		$ 759,453	
Other Financing Sources/(Uses):				
Transfer In/(Out)	$ (441,234)	$ -	$ -	$ -
Total Other Financing Sources/(Uses)	**$ (441,234)**	**$ -**	**$ -**	**$ -**
Net Change in Fund Balance	**$ -**		**$ 759,453**	
Fund Balance - Beginning	$ -		$ 281,280	
Fund Balance - Ending	$ -		$ 1,040,733	

Lakeside Plantation

Community Development District

Capital Reserve Fund

Statement of Revenues, Expenditures, and Changes in Fund Balance

For The Period Ending March 31, 2024

	Adopted Budget	Prorated Budget Thru 03/31/24	Actual Thru 03/31/24	Variance
Revenues				
Interest	$ -	$ -	$ 3,396	$ 3,396
Total Revenues	**$ -**	**$ -**	**$ 3,396**	**$ 3,396**
Expenditures:				
Bank Fee	$ -	$ -	$ 209	$ (209)
Capital Outlay	$ 87,400	$ 43,700	$ 35,128	$ 8,572
Total Expenditures	**$ 87,400**	**$ 43,700**	**$ 35,338**	**$ 8,362**
Excess (Deficiency) of Revenues over Expenditures	**$ (87,400)**		**$ (31,942)**	
Other Financing Sources/(Uses)				
Transfer In/(Out)	$ 441,234	$ -	$ -	$ -
Total Other Financing Sources (Uses)	**$ 441,234**	**$ -**	**$ -**	**$ -**
Net Change in Fund Balance	**$ 353,834**		**$ (31,942)**	
Fund Balance - Beginning	**$ 532,815**		**$ 408,457**	
Fund Balance - Ending	**$ 886,649**		**$ 376,515**	

Lakeside Plantation

Community Development District

Debt Service Fund Series 2019

Statement of Revenues, Expenditures, and Changes in Fund Balance

For The Period Ending March 31, 2024

	Adopted Budget	Prorated Budget Thru 03/31/24	Actual Thru 03/31/24	Variance
Revenues:				
Assessments - Tax Roll	$ 174,203	$ 174,203	$ 165,942	$ (8,261)
Assessments - Direct Bill	$ 8,842	$ 8,842	$ 8,842	$ -
Interest	$ -	$ -	$ 2,527	$ 2,527
Total Revenues	**$ 183,045**	**$ 183,045**	**$ 177,311**	**$ (5,735)**
Expenditures:				
Interest - 11/1	$ 38,399	$ 38,399	$ 38,399	$ -
Principal - 5/1	$ 105,000	$ -	$ -	$ -
Interest - 5/1	$ 38,399	$ -	$ -	$ -
Total Expenditures	**$ 181,798**	**$ 38,399**	**$ 38,399**	**$ -**
Excess (Deficiency) of Revenues over Expenditures	$ 1,248		$ 138,912	
Other Financing Sources/(Uses):				
Transfer In/(Out)	$ -	$ -	$ -	$ -
Total Other Financing Sources/(Uses)	$ -	$ -	$ -	$ -
Net Change in Fund Balance	**$ 1,248**		**$ 138,912**	
Fund Balance - Beginning	**$ 53,267**		**$ 130,086**	
Fund Balance - Ending	**$ 54,515**		**$ 268,998**	

Lakeside Plantation

Community Development District

Month to Month

	Oct	Nov	Dec	Jan	Feb	March	April	May	June	July	Aug	Sept	Total
Revenues:													
Assessments- Tax Roll	$ -	$ 344,510	$ 580,918	$118,926	$ 34,147	$ 9,229	$ -	$ -	$ -	$ -	$ -	$ -	$ 1,087,729
Tennis Club	$ -	$ 2,075	$ 5,350	$ 1,610	$ 460	$ 300	$ -	$ -	$ -	$ -	$ -	$ -	$ 9,795
Activities	$ 1,017	$ 585	$ 1,043	$ 68	$ 1,638	$ 1,244	$ -	$ -	$ -	$ -	$ -	$ -	$ 5,595
Clubhouse Rentals	$ -	$ -	$ 390	$ -	$ 525	$ 90	$ -	$ -	$ -	$ -	$ -	$ -	$ 1,005
Miscellaneous	$ 485	$ 100	$ 333	$ -	$ 285	$ 252	$ -	$ -	$ -	$ -	$ -	$ -	$ 1,455
Interest Earnings	$ 4	$ 3	$ 8	$ 11	$ 9	$ 10	$ -	$ -	$ -	$ -	$ -	$ -	$ 45
Insurance Proceeds	$ -	$ -	$ 72,859	$ (1,397)	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ 71,462
Total Revenues	**$ 1,506**	**$ 347,273**	**$ 660,900**	**$119,219**	**$ 37,064**	**$ 11,125**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ 1,177,087**
Expenditures:													
General & Administrative:													
Supervisor Fees	$ 1,000	$ 1,800	$ -	$ 1,000	$ 800	$ 1,020	$ -	$ -	$ -	$ -	$ -	$ -	$ 5,620
District Manager	$ 3,825	$ 3,825	$ 3,825	$ 3,825	$ 3,825	$ 3,825	$ -	$ -	$ -	$ -	$ -	$ -	$ 22,950
District Counsel	$ 3,306	$ 4,681	$ 2,324	$ 3,677	$ 3,976	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ 17,963
District Engineer	$ 1,713	$ 480	$ -	$ -	$ -	$ 751	$ -	$ -	$ -	$ -	$ -	$ -	$ 2,944
Disclosure Report	$ 83	$ 83	$ 83	$ 83	$ 83	$ 83	$ -	$ -	$ -	$ -	$ -	$ -	$ 500
Trustee Fees	$ 1,590	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ 1,590
Audit Fees	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -
Postage, Phone, Faxes, Copies	$ 89	$ -	$ 239	$ 105	$ 303	$ 175	$ -	$ -	$ -	$ -	$ -	$ -	$ 911
General Liability Insurance	$ 7,003	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ 7,003
Legal Advertising	$ 608	$ 74	$ 74	$ 151	$ 151	$ 157	$ -	$ -	$ -	$ -	$ -	$ -	$ 1,215
Dues, Licenses & Fees	$ -	$ 175	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ 175
Other Current Charges	$ 3,149	$ 383	$ 427	$ 383	$ 3,174	$ 441	$ -	$ -	$ -	$ -	$ -	$ -	$ 7,958
Property Insurance	$ 29,546	$ -	$ -	$ -	$ 220	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ 29,766
Information Technology	$ 113	$ 113	$ 113	$ 113	$ 113	$ 113	$ -	$ -	$ -	$ -	$ -	$ -	$ 675
Website Administration	$ 72	$ 72	$ 72	$ 72	$ 72	$ 72	$ -	$ -	$ -	$ -	$ -	$ -	$ 432
Total General & Administrative	**$ 52,097**	**$ 11,686**	**$ 7,157**	**$ 9,407**	**$ 12,717**	**$ 6,637**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ 99,701**
Operations & Maintenance													
Field Expenditures													
Road & Sidewalk Repairs & Maintenance	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -
Common Area Renewal & Maintenance	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -
Street Light/Decorative Light	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -
Landscape Maintenance - Contract	$ 12,837	$ 12,837	$ 12,837	$ 12,837	$ 12,837	$ 12,837	$ -	$ -	$ -	$ -	$ -	$ -	$ 77,020
Landscape Maintenance - Other	$ 485	$ 303	$ -	$ 754	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ 1,541
Lake Maintenance	$ 966	$ 966	$ 966	$ 966	$ 966	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ 4,830
Electric Utility Services - Entrance Feature	$ 350	$ 143	$ 133	$ 150	$ 165	$ 144	$ -	$ -	$ -	$ -	$ -	$ -	$ 1,084
Water Utility Services - Entrance Feature	$ 749	$ 581	$ 607	$ 559	$ 612	$ 27	$ -	$ -	$ -	$ -	$ -	$ -	$ 3,134
Repairs & Maintenance - Entrance Feature	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -
Hurricane Expenses	$ 2,820	$ 10,805	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ 13,625
Subtotal Field Expenditures	**$ 18,206**	**$ 25,634**	**$ 14,542**	**$ 15,264**	**$ 14,580**	**$ 13,008**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ 101,234**

Lakeside Plantation

Community Development District

Month to Month

	Oct	Nov	Dec	Jan	Feb	March	April	May	June	July	Aug	Sept	Total
Amenity Expenditures													
Personnel Services (Management Contract)	$ 23,725	$ 23,725	$ 25,394	$ 24,436	$ 24,915	$ 24,915	$ -	$ -	$ -	$ -	$ -	$ -	$ 147,111
Activities	$ 1,930	$ 1,038	$ 2,558	$ 1,452	$ 2,572	$ 1,397	$ -	$ -	$ -	$ -	$ -	$ -	$ 10,946
License/Fees	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -
General Supplies	$ 2,439	$ 1,803	$ 312	$ 1,023	$ 650	$ 579	$ -	$ -	$ -	$ -	$ -	$ -	$ 6,805
Maintenance	$ 892	$ 1,041	$ 1,329	$ 2,112	$ 2,213	$ 1,560	$ -	$ -	$ -	$ -	$ -	$ -	$ 9,147
Office Supplies	$ 212	$ 99	$ -	$ 228	$ 11	$ 53	$ -	$ -	$ -	$ -	$ -	$ -	$ 604
Security	$ 252	$ 1,135	$ 436	$ 267	$ 414	$ 747	$ -	$ -	$ -	$ -	$ -	$ -	$ 3,251
AED	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -
Telephone & Internet Services	$ 520	$ 412	$ 412	$ 564	$ 438	$ 438	$ -	$ -	$ -	$ -	$ -	$ -	$ 2,784
Janitorial Supplies	$ 19	$ 924	$ 140	$ 29	$ -	$ 146	$ -	$ -	$ -	$ -	$ -	$ -	$ 1,258
Electric Utility Services - Clubhouse	$ 1,183	$ 888	$ 689	$ 573	$ 734	$ 592	$ -	$ -	$ -	$ -	$ -	$ -	$ 4,659
Gas Utility	$ 16	$ 16	$ 16	$ 16	$ 41	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ 105
Garbage Collection	$ 168	$ 168	$ 185	$ 185	$ 177	$ 185	$ -	$ -	$ -	$ -	$ -	$ -	$ 1,069
Water Utility Services - Clubhouse	$ 172	$ 777	$ 346	$ 477	$ 928	$ 251	$ -	$ -	$ -	$ -	$ -	$ -	$ 2,950
Electric Utility Services - Tennis Courts/Pool	$ 839	$ 1,123	$ 1,313	$ 1,759	$ 2,171	$ 2,004	$ -	$ -	$ -	$ -	$ -	$ -	$ 9,209
Pool Cleaning	$ 1,900	$ 1,900	$ 1,900	$ 1,900	$ 1,900	$ 1,900	$ -	$ -	$ -	$ -	$ -	$ -	$ 11,400
Pool Maintenance - Other	$ -	$ 577	$ 6	$ 1,984	$ 110	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ 2,677
Tennis Courts - Maintenance	$ -	$ 240	$ 530	$ -	$ -	$ 859	$ -	$ -	$ -	$ -	$ -	$ -	$ 1,629
Water Utility Services - Tennis Courts/Pool	$ 147	$ 170	$ 129	$ 197	$ 255	$ 197	$ -	$ -	$ -	$ -	$ -	$ -	$ 1,095
Subtotal Amenity Expenditures	**$ 34,415**	**$ 36,037**	**$ 35,694**	**$ 37,201**	**$ 37,530**	**$ 35,822**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ 216,699**
Total Operations & Maintenance	**$ 52,621**	**$ 61,671**	**$ 50,236**	**$ 52,465**	**$ 52,109**	**$ 48,830**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ 317,933**
Total Expenditures	**$ 104,718**	**$ 73,357**	**$ 57,393**	**$ 61,872**	**$ 64,826**	**$ 55,468**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ 417,634**
Excess (Deficiency) of Revenues over Expenditures	$ (103,212)	$ 273,915	$ 603,508	$ 57,346	$ (27,762)	$ (44,343)	$ -	$ -	$ -	$ -	$ -	$ -	$ 759,453
Other Financing Sources/Uses:													
Transfer In/(Out)	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -
Total Other Financing Sources/Uses	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**
Net Change in Fund Balance	**$ (103,212)**	**$ 273,915**	**$ 603,508**	**$ 57,346**	**$ (27,762)**	**$ (44,343)**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ 759,453**

Lakeside Plantation

Community Development District

Long Term Debt Report

SERIES 1999A, CAPITAL IMPROVEMENT REVENUE BONDS		
INTEREST RATE:		6.950%
MATURITY DATE:		5/1/2031
RESERVE FUND REQUIREMENT		MADS
RESERVE FUND REQUIREMENT	$	182,164
RESERVE FUND BALANCE	$	81,842
BONDS OUTSTANDING - 9/30/13	$	1,860,000.00
LESS: PRINCIPAL PAYMENT 5/1/14	$	(55,000.00)
LESS: PRINCIPAL PAYMENT 11/1/14 (PREPAYMENT)	$	(5,000.00)
LESS: PRINCIPAL PAYMENT 5/1/15	$	(60,000.00)
LESS: PRINCIPAL PAYMENT 5/1/16	$	(60,000.00)
LESS: PRINCIPAL PAYMENT 5/1/17	$	(65,000.00)
LESS: PRINCIPAL PAYMENT 5/1/18	$	(70,000.00)
LESS: PRINCIPAL PAYMENT 5/1/19	$	(75,000.00)
LESS: PRINCIPAL PAYMENT 5/1/20	$	(80,000.00)
LESS: PRINCIPAL PAYMENT 5/1/21	$	(85,000.00)
LESS: PRINCIPAL PAYMENT 5/1/21 (PREPAYMENT)	$	(5,000.00)
LESS: PRINCIPAL PAYMENT 5/1/22	$	(95,000.00)
LESS: PRINCIPAL PAYMENT 5/1/23	$	(100,000.00)
Current Bonds Outstanding	**$**	**1,105,000**

SECTION D

Lakeside Plantation

COMMUNITY DEVELOPMENT DISTRICT

Special Assessment Receipts

Fiscal Year 2024

Gross Assessments	$ 1,276,425.32	$ 194,729.08	$ 1,471,154.40
Net Assessments	$ 1,199,839.80	$ 183,045.34	$ 1,382,885.14

ON ROLL ASSESSMENTS

							86.76%	13.24%	100.00%
Date	*Distribution*	*Gross Amount*	*Discoumt/Penalty*	*Commission*	*Interest*	*Net Receipts*	*O&M Portion*	*1999 Debt Service*	*Total*
11/28/23	10/01/2023-11/13/2023	$187,454.94	$0.00	($10,197.53)	$0.00	$177,257.41	$153,794.77	$23,462.64	$177,257.41
11/30/23	11/14/2023-11/19/2023	$223,157.24	$0.00	($3,347.36)	$0.00	$219,809.88	$190,714.79	$29,095.09	$219,809.88
12/21/23	11/20/2023-11/30/2023	$448,068.45	$0.00	($6,721.03)	$0.00	$441,347.42	$382,928.55	$58,418.87	$441,347.42
12/28/23	12/01/2023-12/15/2023	$231,669.12	$0.00	($3,475.04)	$0.00	$228,194.08	$197,989.21	$30,204.87	$228,194.08
01/31/24	12/15/2023-12/31/2023	$134,902.06	$0.00	($2,023.53)	$4,190.53	$137,069.06	$118,925.94	$18,143.12	$137,069.06
02/29/24	01/01/2024-01/31/2024	$39,956.21	$0.00	($599.34)	$0.00	$39,356.87	$34,147.41	$5,209.46	$39,356.87
03/29/24	02/01/2024-02/29/2024	$10,798.72	$0.00	($161.98)	$0.00	$10,636.74	$9,228.81	$1,407.93	$10,636.74
	TOTAL	**$ 1,276,006.74**	**$ -**	**$ (26,525.81)**	**$ 4,190.53**	**$ 1,253,671.46**	**$ 1,087,729.48**	**$ 165,941.98**	**$ 1,253,671.46**

91%	**Net Percent Collected**
$129,213.68	**Balance Remaining to Collect**

DIRECT BILL ASSESSMENTS

Imagine School at North Port Inc
2024-01 — Net Assessments $8,842.03 — $8,842.03

Date Received	Due Date	Check Number	Net Assessed	Amount Received	Debit Service
11/17/23	11/1/23	9018	$4,421.02	$4,421.02	$4,421.02
11/17/23	2/1/24	9018	$2,210.51	$2,210.51	$2,210.51
11/17/23	5/1/24	9018	$2,210.50	$2,210.50	$2,210.50
			$ 8,842.03	**$ 8,842.03**	**$ 8,842.03**

SECTION VI

SECTION A

SECTION 1

LAKESIDE PLANTATION COMMUNITY DEVELOPMENT DISTRICT

PROPOSAL FOR ON-SITE MANAGEMENT SERVICES







Vesta PROPERTY SERVICES™

3434 Hancock Bridge Parkway,
Suite 306
North Fort Myers, FL 33903
(239) 573-3225

FLORIDA CDDs' AMENITY MANAGEMENT SPECIALIST

A 30-YR. TRACK RECORD WORTHY OF YOUR TRUST



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March 14, 2024

Dear Board of Supervisors,

Hello. Along with my team members in Business Development and Operations, I appreciate this opportunity to respond to your RFP and show how Vesta is the ideal fit for the on-site management of your District's amenities, infrastructure, common areas, and lifestyle activities.

At Vesta, we pride ourselves on our people, passion, and processes, along with our proven, long-term track record of client satisfaction and trust (we've been serving our very first client-community, Kings Point in Delray Beach, Florida, for over 30 years now!) Since 1997, Vesta has been successfully providing contracted Amenity Management Services for CDDs in Florida; we are serving other CDDs along the Gulf Coast such as Venetian CDD, The Preserve at Wilderness Lake, Lakeshore Ranch, Long Lake Ranch, Harbor Bay, Triple Creek, Cabot Citrus Farms, and many others throughout the state.

As you'll see, we've Included in our Proposal:

- Testimonials by Community Development District Board-Supervisors like you.
- How Vesta is best-qualified to meet your on-site management needs (Page 10)
- How we ensure transparency, accountability, and Quality Assurance (Pages 23-32), and we've included multiple examples of our Facilities Management and Project Management experience and expertise.
- How Vesta can leverage technology - including our custom mobile app (Pages 25-26, 39) - to better serve you and your fellow residents' communication needs.
- Details on our Contingency Procedures (Page 33) and Transition Plan (Page 35.)
- Examples of how Vesta activates "Lifestyle" and Resident Engagement (Page 36.)

We've also included your RFP's Scope-of-Services (beginning on Page 40) to help ensure the accuracy and alignment of our proposal and itemized fees (Page 48), along with an Alternate Option (Page 49) for your consideration.

We are looking forward to your Board Meeting on March 20 and discussing how we can best-meet your needs, in hopes of renewing a successful, long-term partnership with you and your District. Thank you again for this opportunity and your consideration of Vesta.



Sincerely,

Julie Cortina
Regional Vice President
Vesta Property Services, Inc.

COMPANY HISTORY AND OVERVIEW

Founded by Frank Surface (shown below), Vesta Property Services, Inc. is headquartered in Jacksonville, Florida and has over 30 years of unparalleled community management experience. We have redefined property management with our unique combination of (1) superior amenities-and-lifestyle programming, (2) customized community management, and (3) affordable, direct financing for communities. Vesta continues to serve our very first client, Kings Point Golf & Country Club in Delray Beach, Florida, and provide a single source where all community management needs are met.

Vesta provides community association management, special district management, and amenities/lifestyle management; financing; and ancillary services to developers of planned-unit communities with resort-style clubhouses, lifestyle amenities, and other community infrastructure.



Our widely-varied clientele include Active Adult as well as family-oriented communities, special districts, commercial office workers, and the state's tenth-largest municipality, located in South Florida. Vesta is privileged to serve and touch the lives of more than 500,000 Florida residents each day!



As a Florida-based, Florida-only company, Vesta employs over 1,200 associates and fully staffs well over a dozen statewide offices, serving over 600 managed community associations and special districts from Jacksonville to Key West, including several dozen throughout the Gulf Coast area. Vesta's unique expertise combined with our commitment to serving our associates and clientele with integrity and honor continue to be the strong and enduring foundation upon which we operate our company every day.

> *"I highly recommend Vesta for their excellent management services. Their team excels in every way and meets the needs of our District and with their support, we're able to keep our District safe and in compliance, continually make progress for our residents, and foster a clean and beautiful environment that is enjoyable for all.*
>
> *Our District manager works with our CDD Board to help us achieve the goals of the District in a very professional, knowledgeable, and expert manner. Again, we are grateful to our District manager and Vesta for setting us up for ongoing success."*
>
> - Jennifer Whelihan, Chair; Board of Supervisors - The Preserve at South Branch CDD

ABOUT US

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) our teamwork in close collaboration with our industry's best-in-class 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 LOCATIONS

Proudly headquartered in Jacksonville, Florida, Vesta has (16) fully-staffed offices throughout the state. We successfully provide a wide range of professional community management services from Amelia Island to Key West to Florida's Panhandle, and nearly everywhere in between.



OUR CORE CAPABILITIES

Property and Amenity Management Services

Management and staffing of community clubhouses, amenities, common areas and other infrastructure; robust Board and resident communication and support; and complete facilities maintenance services, field operations management, and project management. 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 cafés to full-service restaurants and fine dining establishments, and catering to complement outstanding special events.



Our community and amenity center are over 10 years old; 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

GENERAL PROPOSER INFORMATION

Name of Company: Vesta Property Services, Inc.
Street Address: 245 Riverside Avenue #300
City State Zip Code: Jacksonville, Florida 32202
Telephone: (904) 355-1831 Fax no : (904) 355-1832

1st Contact Name Julie Cortina Title Regional Vice President
2nd Contact Name Ginger Anzalone Title Regional President

Parent Company Name: PMG Holdings
Street Address 5401 N. Central Expressway #290
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

Office locations and total number of employees at each location:

In addition to our headquarters in Jacksonville where approximately 25 employees work, Vesta deploys sixteen (16) satellite offices throughout the state. These range from 4-5 employees in a location to dozens. Our office in Ft. Myers employs 10-15 associates.

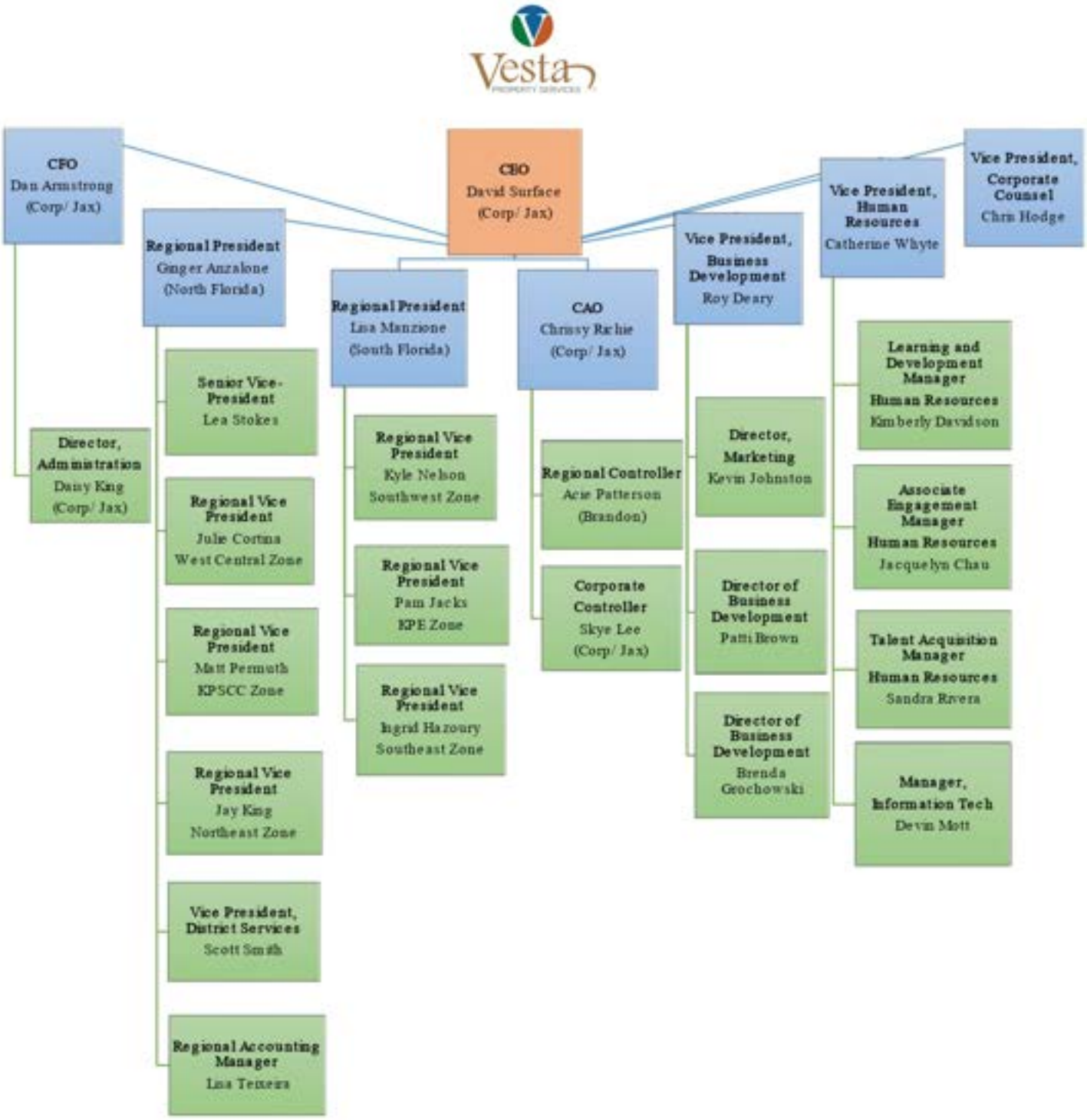
Local office address:

3434 Hancock Bridge Parkway, Suite 306, North Ft. Myers, FL 33903 Tel. (239)573-3225 (Vesta's office in Ft. Myers, led by an experienced Amenity/Clubhouse/Property Management General Manager, Sherry Ward.)

History of the company (including years in business):

Founded by J. Frank Surface in 1992, 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, complementary management companies, Vesta provides a single place where all community needs are fulfilled day-in and day-out.

Organizational Chart of company:



For over 17 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 café featuring great food and service along with very popular activities and entertainment nights.

Attention-to-detail, responsiveness, and flexibility are Vesta's key attributes. In sum, we're very pleased and look forward to many more years together.

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



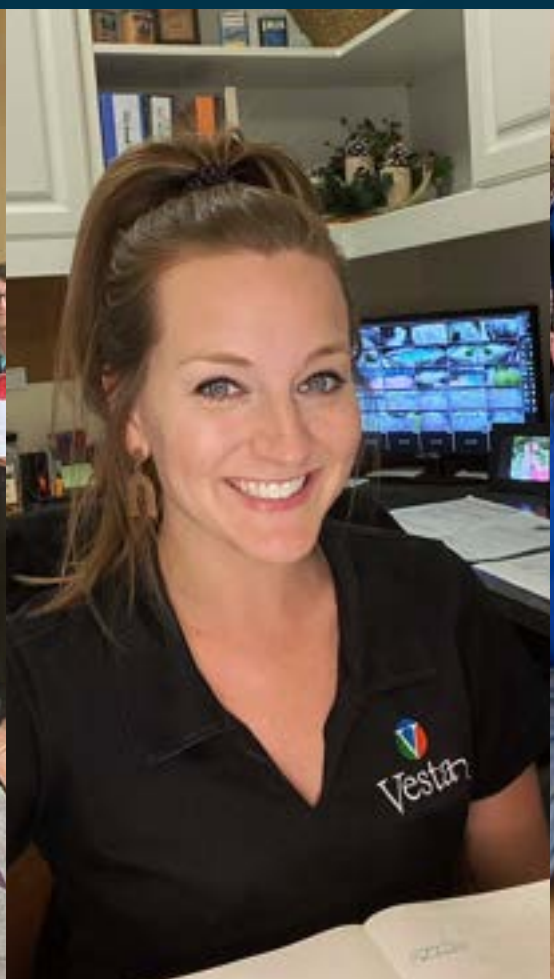
TOP WORK PLACES



"We changed to Vesta in '21 and couldn't be happier. Wow, what a difference in everything from our Repairs to Special Events! They're on top of everything that needs to be done. Vesta treats us with the utmost care and dedication to doing it right."

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







Experience with Community-Amenity/On-Site Management:

First, below is our summary answer to the question, ***Why is Vesta best-qualified to fulfill your Scope of Services?***

1. Since 1997, Vesta has been continuously and successfully providing Amenity Management Services for CDDs throughout Florida - including over a decade serving Lakeside Plantation. (No other company in Florida can state this.) So, Vesta fully understands how CDDs function as well as how important facilities-and-project management, lifestyle, and fiscal responsibility are to you and your residents, due to our quarter-century+ of unmatched experience in furnishing a quality, fully-equipped-and-supported management staff that fulfills the needs of Florida's CDD's. Also, multiple members of our Senior Management team have been personally attending CDD Board Meetings and working closely with CDD Board members and District Staff for 20-25 years.

2. Vesta has been providing this specific service for planned-communities of all sizes (ranging from 7,200-unit Kings Point Delray Beach, to mid-size clientele like Venetian CDD in Sarasota County, to brand-new, developments); **demographics** (including family-focused places and Active Adult communities); **and legal structures** (including CDDs, HOAs, publicly-and-privately-held developers, Special Purpose Entities, private clubs, and municipalities.) As a result, *Vesta will NOT take a "once-size-fits-all" or "cookie cutter" approach to serving Lakeside Plantation*.

3. We feature decades of hands-on experience successfully delivering an unmatched diversity of specific "amenity/on-site management services" including:

- Clubhouse-and-related Facilities' management, staffing, and operations.
- Field Operations Maintenance services.
- Amenity Facilities Maintenance services.
- Project Management services, including bid-procurement and evaluation.
- Community-wide Special Events for residents.
- Dynamic Lifestyle Programs and Activities for a wide-range of interests.
- Turnkey Food & Beverage operations.
- Turnkey Fitness Facilities-and-Spa operations.
- Turnkey Community Transportation operations.
- Turnkey Theater operations.
- Security Management-and-Staffing (amenities/guardhouse/community-wide)

Comparable facilities managed by the Proposer:

Please see our detailed information beginning on the next page.

Number of CDDs represented by the Proposer:

Vesta provides amenity management and district management services for a total of forty (40) Community Development Districts in Florida, ranging from Northeast Florida to South Florida to the Greater Tampa Area (including Pasco County), to Panama City Florida. Further, detailed information on our CDD clientele is shown on the following, five pages.

The following list of over twenty (20) amenity management clients begins with the seven (7) largest community development districts or master planned communities which Vesta currently manages, along with the contact and project information for these and other current clientele:



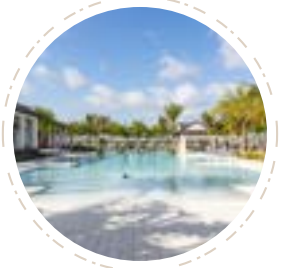
Project Name/Location: **Grand Haven CDD** / Palm Coast, Florida
Contact: Barry Kloptosky (CDD Ops. Mgr.) Contact Phone: (386) 715-6081
Project Type/Description: CDD with 1,895 homes
Dollar Amount of Contract: $550,000 + café's $800,000 in annual sales
Scope of Services for Project: Amenities Management, turnkey F & B Operations, Facilities Maintenance, and Lifestyle Programs.
Dates Serviced: 2007 - Present



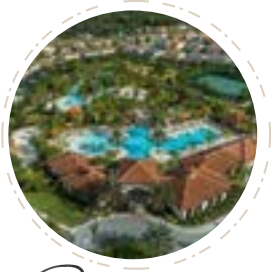
Project Name/Location: **Harbor Bay CDD** ("MiraBay")/ Apollo Beach, FL
Contact: Daniel Leventry Contact Phone: (813) 995-5669
Project Type/Description: CDD of 1,300 homes (almost built-out)
Dollar Amount of Contract: $800,000+
Scope of Services for Project: Amenity Management, Field Operations Management, Facilities Maintenance Services, café Operations, and Lifestyle Programs.
Dates Serviced: December, 2019 - 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: $1.5m.
Scope of Services for Project: Amenity Management & Staffing, Field Operations Management, Facility Maintenance Services, turnkey café Operation, Lifeguard Staffing, and Lifestyle Programs & Events.
Dates Serviced: 2017 - Present



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: $800,000+
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 Serviced: 1993- Present



Project Name/Location: **Solterra Resort CDD** / Kissimmee, Fla.
Contact: Connie Osner Contact Phone: (620) 755-1234
Project Type/Description: CDD of 1,200+ homes (built-out)
Dollar Amount of Contract: $1.3m.
Scope of Services for Project: Amenity Management, District Management, Maintenance Services, Lifestyle Programs and Services
Dates Serviced: July, 2023 - 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 Serviced: 2018 - 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: $600,000
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 Serviced: 2008 - Present

"Vesta has done an outstanding job and continues to adapt 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 our residents are proud of.

Along with the rest of the 9-member Federation Board, I highly recommend Vesta for any position for which they may be considered."

- J. Davidson, past President Federation Board, Kings Point Sun City Center



Project Name/Location: **LakeShore Ranch CDD** / Land 'O Lakes, Florida
Contact: Ron Mitchell (Chair) Contact: ronaldmitchellcdd@gmail.com
Project Type/Description: CDD of 700+ homes (built-out)
Dollar Amount of Contract: $200,000+
Scope of Services for Project: Amenity Management, Facilities Maintenance Services, Lifestyle Programs and Events.
Dates Serviced: 2015 - Present



Project Name/Location: **Long Lake Ranch CDD** / Lutz, Florida
Contact: Bill Pellan (Chair) Contact: bpellan@gmail.com
Project Type/Description: CDD with 800+ homes
Dollar Amount of Contract: $125,000
Scope of Services for Project: Amenities Management, Restaurant & Bar (Turnkey Operation), Facilities Maintenance, and Lifestyle Programs.
Dates Serviced: 2020 - Present



Project Name: **Triple Creek CDD** / Location: Riverview, Florida
Contact: Alex Garces (Chair) Email: boardmember5@triplecreekcdd.com
Project Type: Planned-community of 1,200+ homes
Scope of Services: Amenity Mgt., Maintenance Services, Lifestyle Programs
Contract Value: $110,000+
Dates Serviced: 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: $600,000+
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: **Harbour Isles CDD** / Location: Apollo Beach, Florida
Contact: Betty Fantauzzi – Board Chair Contact Phone:
Project Type: Planned-community of 800+ homes
Scope of Services: Amenities Management, Facilities Maintenance Services, Staffing for Events
Contract Value: $110,000
Dates Serviced: 2020 – 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: $375,000
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: **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: $600,00+ (combined w/ 3 CDDs)
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



Project Name/Location: **Venetian CDD** / Venice, Florida
Contact: Richard Bracco Contact Phone: (631) 807-1956
Project Type/Description: CDD of 1,100+ homes (built-out)
Dollar Amount of Contract: $80,000 (+ pass-thru wages)
Scope of Services for Project: Amenity Management, Food & Beverage Operations, Facilities Maintenance Services, Lifestyle Programs, & Events.
Dates Serviced: 2021 - Present



Project Name/Location: **Marshall Creek CDD** / Saint Johns, Florida
Contact: Howard Entman Contact Phone:
Project Type/Description: CDD of 2,100 homes (built-out)
Dollar Amount of Contract: $365,000
Scope of Services for Project: Amenity Management, Field Operations Management & Maintenance Services, Lifestyle, and Lifeguard Services.
Dates Serviced: August, 2023 - Present





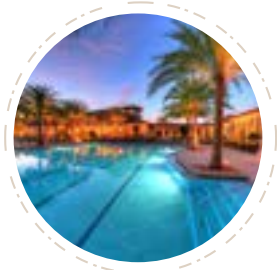
Project Name/Location: **Avenir CDD** / Palm Beach Gardens, Florida
Contact: Jason Pierman (District Mgr.) Contact Phone: (561) 630-4922
Project Type/Description: CDD of 3,000+ homes at build-out
Dollar Amount of Contract: $550,000
Scope of Services for Project: Amenity Management, Field Operations Management,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



Project Name/Location: **Sampson Creek CDD** / Saint Johns, Florida
Contact: Graham Leary Contact Phone:
Project Type/Description: CDD of 1,000+ homes (built-out)
Dollar Amount of Contract: $230,000
Scope of Services for Project: Amenity Management, Maintenance Services, Lifestyle Programs, and Lifeguard Services
Dates Serviced: 2007 - Present



Project Name: **The Preserve at Wilderness Lake CDD** / Location: Land O' Lakes, Florida
Contact: Tish Dobson (District Mgr.) Contact Phone: (813) 758-4841
Project Type: Planned-community of 900+ homes (built-out)
Scope of Services: Amenities Management, Facilities Maintenance Services, Pool Monitoring, Staffing for Events
Contract Value: $500,000
Dates Serviced: May, 2023 – Present



Project Name/Location: **Beach CDD** / Jacksonville, Florida
Contact: Sheila Papplebon Contact Phone:
Project Type/Description: CDD of 800 homes
Dollar Amount of Contract: $275,000
Scope of Services for Project: Amenity Management, Field Operations Management, Facilities Maintenance Services, Lifestyle Programs, and Lifeguard Services.
Dates Serviced: 2021 - Present



Project Name/Location: **Cypress Bluff CDD ("eTown")** / Jacksonville, FL
Contact: Richard Ray Contact Phone:
Project Type/Description: CDD of 1,000+ homes at build-out
Dollar Amount of Contract: $240,00+
Scope of Services for Project: Amenity Management, Facility Maintenance Services, and Lifestyle Programs & Events.
Dates Serviced: 2020 - Present

Listing of amenity and recreation facilities managed in the last 5 years (in addition to Lakeside Plantation)

Name of Community	# Homes
Anthem Park	835
Bartram Springs	1,694
Durbin Crossing	2,331
eTown	500
Glen St Johns	494
Grand Haven	1,895
Harbour Isles (Apollo Beach)	700
Heritage Landing	1,154
Julington Creek Plantation	5,785
Kings Point Delray Beach	7,200
Kings Point Sun City Center	5,000
LakeShore Ranch	700
Long Lake Ranch	800
Markland	450
MiraBay (Apollo Beach)	1,128
RiverTown	2,100
St. Johns Golf & Country Club	800
Shearwater	1,433
Tamaya	540
Triple Creek (Riverview)	700
Venetian River Club	1,370
WaterSong	500
WestLake	1,400
Westshore Yacht Club (Tampa)	600
Yellow Bluff Landing	700
TOTAL	30,000+











Vesta PROPERTY SERVICES

LAKESIDE PLANTATION SUPPORT TEAM

Julie Cortina
Regional Vice President



Julie serves as a Regional Vice President for Vesta on the West Coast of Florida. She has many years of experience in operations and management including opening a state-of-the-art catering company and managing a well-known community in the Tampa area. She spent many years working as a Civilian with the Dept. of Defense and assisted opening three dining facilities in Afghanistan.

Julie oversees several different kinds of communities for Vesta ranging from family-friendly to Active Adult and community clubs where food and beverage management is required. She oversees an array of services that encompass amenity management, maintenance, food and beverage services, community programming and large groups of employees. Julie is a graduate of Loyola University, has a Master's Degree in Hospitality from NYU, and is a Certified Executive Chef from the Culinary Institute of America.

Neil Wayne
Regional General Manager, Brandon, FL



Neil Wayne entered the Community Association Management field in 2013. After six years with two other management companies, he joined Vesta in 2019 and was quickly promoted to Senior Community Association Manager. After a year in the role, mentoring other CAMS, Neil was promoted to Operations Manager and shortly after that to Regional General Manager for the West Central Region.

The Brandon office is currently managing a portfolio of 27 associations ranging from accounting-only services to full-service management, with clients ranging in size from 49 units to 1,000+ units. Neil manages this office with a team of community managers, an accounting and admin. staff, and a Regional Maintenance Dept. with a manager, three maintenance techs, two pool techs, and a fleet of Vesta service trucks.

Heather Alexandre
Regional Lifestyle Director



Heather is a graduate of the University of Florida with a Bachelor's Degree in Tourism, Event and Recreation Management. She has been a manager of community lifestyle and recreation since 2001 when she started with Amenity Services Group (Vesta).

Heather has worked with planned-communities throughout Florida and focuses on building relationships with residents and board members. She has vast experience in customer service-oriented jobs, problem resolution, operations, and event planning and has opened the amenity-and-lifestyle operations of several planned-communities.

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.

Matthew Sinanan
Regional Human Resources Business Partner



Matt joined Vesta in 2021 with over five years of HR experience. Before coming to Vesta, he supported the HR needs of a large healthcare facility in the Tampa area.

Matt oversees Vesta's HR functions for our Tampa and north-Tampa areas, handling all associate recruitment, benefits, training, and associate relations for his territory. He is very relationship-oriented and is committed to ensuring long-term associate success throughout the locations he supports.

Scott Smith
Vice President, Vesta District Services



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

In 2023 he transitioned to overseeing and supporting the District Management division for Vesta. Scott is also a graduate of the *Leadership Tampa Bay* Class of 2020.

Resume of the supervisor of the staff that will be assigned to the District

Below are the resumes of two (2) individuals who will be directly involved with this agreement:

1. Our Regional Vice President, Julie Cortina.
2. Our Regional Lifestyle Director, Heather Alexandre.

Julie Cortina, CMCE, CEC
Vesta Regional Vice President

1620 Brilliant Cut Way Valrico, FL 33594
727.543.2076
juliecortina@yahoo.com

Objective To advance my management career in the community management, hospitality, and food and beverage industry, enabling full-utilization of my experience, education, training, and proven organizational skills. As a driven and dedicated leader, my goal is to secure the platform while developing initiatives that align with current business objectives and progressive strategies for an innovative company.

Skills Organization, decision-making, problem solving, interpersonal experience, internal/external communication specialization in environments to benefit all audiences, increase productivity and profits.

Certifications / Affiliations Serve-Safe Manager and Trainer levels · Certified Military Community Executive · Certified Executive Chef · Certified Meeting Planner · SKAL International Tampa Board Member · National Association of Catering Executives NACE · American Culinary Federation ACF · Florida Restaurant Lodging Association Board Member.

Experience

Vesta Property Services

Regional Vice President, West-Central Region
2022 - PRESENT; TAMPA, FLORIDA

Responsible for oversight of all West Central Region management contracts; Leading in the improvement of company culture; Streamlining financial and operational protocols through management; Innovative improvements for interpersonal team communication and strengthening the relationship and reputation of the Club culture within communities to exceed Membership expectations.

Regional General Manager, West-Central Region
2016 - 2022; TAMPA, FLORIDA

"The Face of the Club." Managing all regional operations and operations of the full-service clubhouse at The Bay Club at Westshore; Participating in Board meetings to improve Club culture and exceed Membership expectations; Overseeing large budget

Julie Cortina
CMCE, CEC

projects to enhance Clubhouse and landscaping; Developing standardized operating procedures for streamlined financial management; Maintaining an open door team culture for staff.

Regional General Manager, West-Central Region
2016 - 2022; TAMPA, FLORIDA
"The Face of the Club": Managing all regional operations and operations of the full-service clubhouse at The Bay Club at Westshore; Participating in Board meetings to improve Club culture and exceed Membership expectations; Overseeing large budget projects to enhance Clubhouse and landscaping; Developing standardized operating procedures for streamlined financial management; Maintaining an open door team culture for staff.

Puff n Stuff Catering
Operations Manager; Special Events Coordinator
Service and Training Manager
2012 - 2016; TAMPA, FLORIDA
Leadership of a full catering team in all operations; Designing streamlined operational procedures across all expense categories; Consulting on operation and design factors for new state-of-the-art facilities; Opening catering facilities.

Department of Defense, United States Army

General Manager
2001 - 2012; FORT STEWART GEORGIA; SAVANNAH, GEORGIA
Managing operations and staff of 190 employees, including 8 department managers, across 2 Officer Clubs, full service off-premise catering, 2 nightclubs, and a satellite unit; Design and Marketing for facilities open to the public; Maintaining positive Army presence and reputation by exceeding community expectations, including local community contributions; Implementing software for greater efficiency in catering and inventory management; Accomplishments: Designed and launched 5 Afghanistan dining facilities with advanced service and revenue improvements, Spearheaded operations for 2 G-8 Summits.

Aramark Corporation
General Manager
1998-2001,; FORT STEWART GA, SAVANNAH, GEORGIA; CLAXTON, GEORGIA
Managing all operations at the Claxton Poultry Company dining facility and catering operation; Maintaining corporate policies and applications for government sensitive accounts; Managing Department of Defense and United States Army contracts; Managing internship at USF dining facility.

Julie Cortina (CONT.)
CMCE, CEC

Dartcor Group
General Manager
1995-1998; WEST PALM BEACH, FLORIDA; PARSIPPANY, NEW JERSEY
Opening new Family Golf Centers restaurants and catering facilities; Analyzing new B&I accounts; Implementing new systems; Managing sales, forecasting, and development for B&I caféteria and catering operations; Accomplishments: 1997 Manager of the Year

café Concepts
Executive Chef
1994-1995; NEW YORK, NEW YORK
Opening new restaurant; Planning menus; Designing the kitchen facilities; Researching and developing concepts for open market franchising.

World Yacht Cruise Lines
Executive Sous Chef
1989-1994; NEW YORK, NEW YORK
Ordering daily food inventory; Scheduling; Hiring new kitchen staff; Training new kitchen staff; Fulfilling daily food production; Testing and evaluating new products; Costing menu items.

Education
New York University / Masters Course in Hotel & Restaurant Management
2001-2009; NEW YORK, NEW YORK

Culinary Institute of America / AOS Culinary Arts
1990-1992, HYDE PARK NEW YORK
Externship at Four Seasons Hotel in London, England

Loyola University of Chicago/ BS Psychology
1985-1990, CHICAGO, ILLINOIS



Heather M. Alexandre
Vesta Regional Lifestyle Director

727-641-4652
halexandre@vestapropertyservices.com

Summary

Skilled professional with over two decades in the Community Lifestyle industry. Strengths include meeting daily challenges, identifying opportunities, delivering services to all age groups, managing budgets and surpassing goals. Passionate, energetic people-person with strong leadership skills.

Employment

West Central Regional Lifestyle Director
Overseeing and working hand in hand with the area Clubhouse Managers. Assisting with events, attending association/CDD meetings, providing leadership, participating in hiring decisions and supporting the onsite staff. Aiding with event budgets, maintenance issues, training, coverage and building relationships with local vendors.

Vesta Property Services Pasco and Sarasota Counties, Florida
July 2014 – October 2020

General Manager West Central and Sunrise Preserve at Palmer Ranch Clubhouse Manager 2 years.
Opened the Clubhouse including a 7,000 square foot Clubhouse plus several outdoor amenities and a resort pool. Managed the day to day operation of the amenity center, worked closely with developer, the sales team, created monthly newsletters and planned all community events. $12,500 Budget.

General Manager West Central and Renaissance at West Villages Lifestyle Manager 1 year.
Opened the Clubhouse including a 10,000 square foot Clubhouse plus several outdoor amenities and a resort pool. Managed the day to day operation of the amenity center, worked closely with developer, the sales team, created monthly newsletters and planned all community events. $14,000 Budget.

Clubhouse Manager, Lakeshore Ranch 3 years.
Managed the day to day operation of the 10,000 square foot clubhouse along with a large outdoor amenity center and 3 pools. Planned and carried out all community events, created monthly newsletters and communicated with residents through Mail Chimp. $12,000 Budget.

Cascades at World Golf Village (Active Adult Community – 55+) Saint Augustine, Florida
January 2007 – July 2014

Director of Operations and Activity Director for the community and all facilities. Including working many days and evening events, planning, coordinating, and developing a myriad of activities centered around several clubs, and de facto groups of social, charitable, and public benefit presentations. Plus, the daily operation of the 38,000 square foot Community Center and all community contractors.

King and Bear at World Golf Village Saint Augustine, Florida
April 2002 – January 2007

Recreation and Activity Director. Responsible for planning all community events and activities along with the daily operation of the amenity center, pools, playgroup, adult activities, tennis courts and fitness center.

Heather M. Alexandre (CONT.)

Education
University of Florida, BS in Tourism, Event and Recreation Management with Sociology minor 2001

Professional Certificates
• CAM – Community Association Manager since 2013
• CPR Certified

Additional Information
• Extensive experience in customer-oriented jobs including recreational operations, event planning and problem resolution.
• Operated up to a 38,000 square foot Community Center (Cascades) with a $1.7 million dollar budget. Have opened serval clubhouse for developers and home builders with Mattamy Homes. North America's Largest Home builder.
• Extensive use and knowledge of major computer programs including Word, Excel, Publisher, Poster My Wall, Mail Chimp and eager to learn additional programs. 20 Years of making monthly newsletters and preparing them for the community distribution.
• Possess excellent organizational, planning and project implementation skills like overseeing renovations plus experience and proven results.
• Ready for new challenges and to learn new skills.
• Dedication and longevity at all my jobs.
• Outstanding communication and team-building capabilities and maintain positive relations.
• Extremely caring and outgoing personality and works well with others.

"*Vesta was selected in July of 2023 due to their compelling vision to create a superior experience for us, and their beneficial influence is readily evident:*

- *They quickly surpassed the original goals they set out to achieve.*
- *One of their best accomplishments has been the increase in revenue.*
- *The community has also undergone a transformation, with a greatly enhanced appearance that elevates the experience for everyone.*
- *Vesta has also made it a priority to secure excellent vendor service, while still achieving substantial cost savings for us.*
- *Beyond the tangible results, Vesta's staff is exceptionally friendly and approachable. They have garnered tremendous appreciation from everyone, fostering a sense of community and hospitality that is truly commendable.*"

– Connie Osner, Board Supervisor - Solterra Resort Community Development District

Vesta's In-Depth Approach to ensuring TRANSPARENCY and ACCOUNTABILITY

Our Regional Operations Teams have developed industry-leading "Best Practices" (tailored to each client and scope-of-service), to ensure an outstanding experience for our clients. Vesta's approach continues to evolve and improve with Board feedback, our further adoption of technology, and additional experience.

Vesta's system (1) enhances operating transparency for our clients by our periodically sharing of these completed tools with our client-Boards and (2) eliminates "issues" before they occur - or at the very least enables us to quickly and efficiently acknowledge and address them right after they are identified, thus providing for stronger accountability with our clients.

Vesta's commitment to transparency and accountability enables the best possible work performance by our team - and optimum results for our residents that we serve.

NOTE: Vesta's **Quality Assurance** system drives our commitment to operating transparency and accountability. Some key aspects of our system are shown on the following pages.



BOARD REPORTING AND ENGAGEMENT

Our onsite management team will provide **Weekly Board Updates** (either to the entire Board or specific, relevant items for an individual Board Liaison) via email on items of interest, to ensure the Board is efficiently "kept up to speed." Our team will also provide detailed Monthly Reporting for your CDD meeting agenda packets.

Vesta (1) tracks "Action Items" from each CDD meeting, (2) confirms their accuracy within 24 hrs. of the meeting via email, and (3) then provides it to all Board Members and Staff.

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 Nelso 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 mo the concrete ones out on property.
7				

8-11-22 | 9-8-22 | 10-13-22 | 11-10-22 | 12-08-22 | 1-12-23 | 2-9

"A key reason we contract with Vesta is our strong work-relationship with their Management Team. Vesta has been operating our amenities since they opened in 2006, and when deciding on the level of customer service and cost to the District, our relationship is such that we take into consideration what's best for each other.

Either trust who you work with to do what's best for all, or else don't hire (or retain) them. It has to be a partnership to work, and ***I trust Vesta's Management Team."***

\- Michael C. Taylor, Board Chairman; Heritage Landing CDD

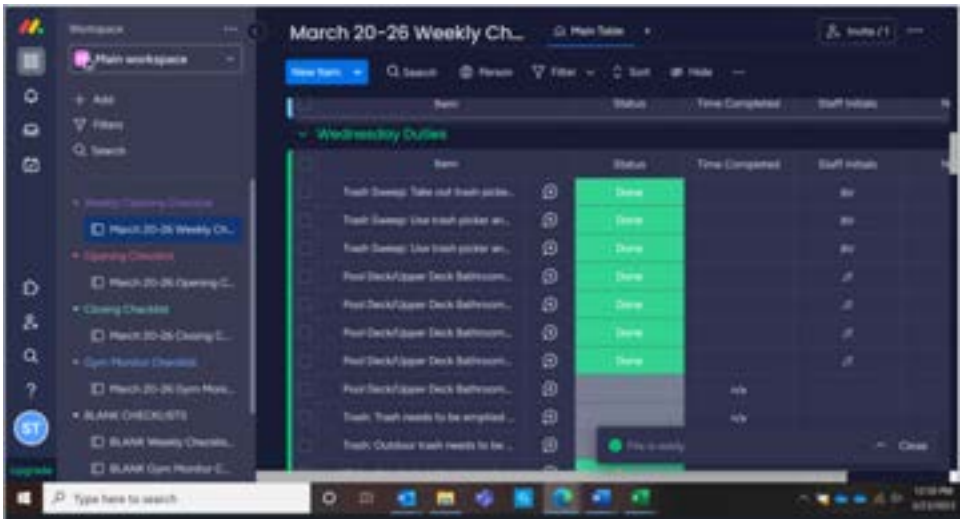
Board Reporting Includes:

- Recap of significant Operational issues and events.
- Highlights of upcoming Lifestyle events and recaps of previous events.
- Status of Projects and ongoing Maintenance items.
- Update regarding ongoing Board Action-Items.


RIVERTOWN

AMENITY / FACILITY INSPECTIONS

A chief feature of Vesta's approach to facility inspections is our cutting edge use of **checklists.** We customize checklists (electronically with a Tablet PC) for our 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., and then shared with Board members (for operating transparency purposes) as much as is desired.

September 12-18 Weekly Checklist Board

Powered by monday

Monday Duties

Name	Status	Time Completed	Staff Initials	Notes
Flex Space: Sweep the Floor	Done	8:32	KM	gunge 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	9:26	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	1:56	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	4:19	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

- We also further leverage technology to centralize and standardize our facility inspections (see next page.)

INSPECTIONS & PREVENTATIVE MAINTENANCE SOFTWARE

Included in Vesta's Management Fee

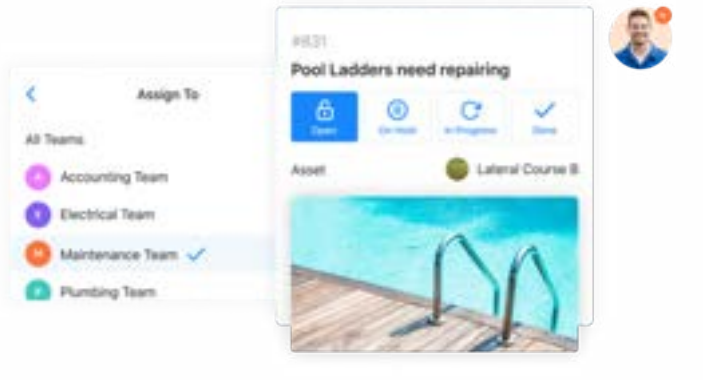


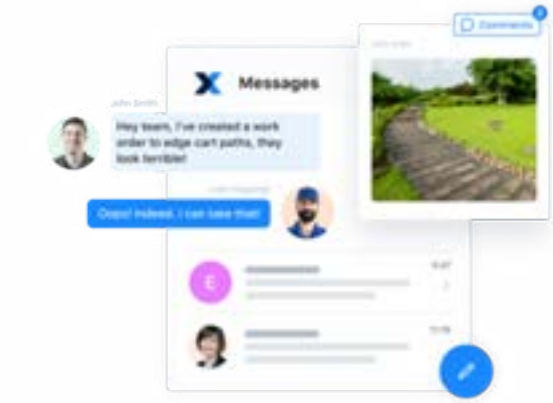
Schedule Inspections

Never worry about an inspection falling through the cracks. We set due dates and repeatability settings and get alerts when inspections are past due. We all ensure everyone is using the most up-to-date inspections and performing work accurately.

Work Orders

Know what's working and what isn't, and who is fixing what when. We assign Work Orders to our technicians to fulfill maintenance requests for assets and other equipment. Allows PM's to be scheduled with staff as well as vendors.



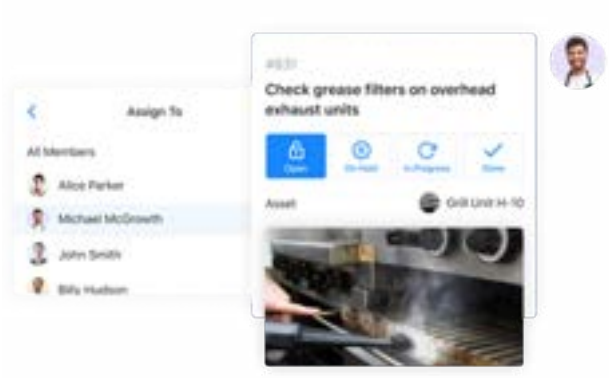


Collaborate

One centralized communication platform. No more switching between emails, phone calls, and text messages to discuss work to be done.

Maintain Quality Control

Reduce downtime and ensure that your equipment runs safely and efficiently to meet or surpass operating standards.





QR and Barcode Scanning

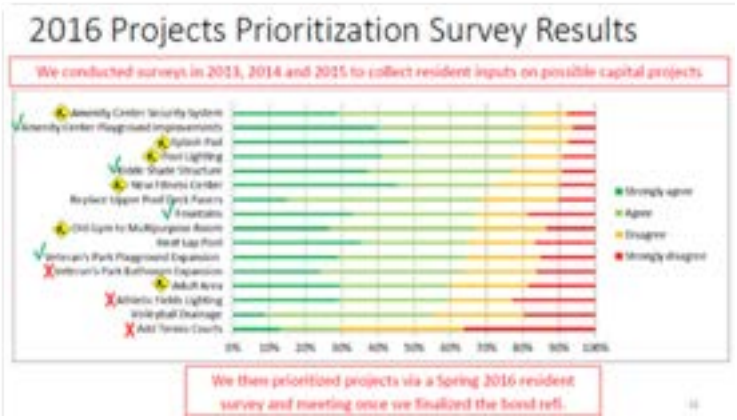
Manage parts, inventory, and assets with barcode scanning. This allows management to pull warranties, invoices, and work orders on one specific item. For example, a QR Code would be added to a pool heater. Maintenance tech/vendor would be able to add a warranty, work order details, etc. In the field.

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.

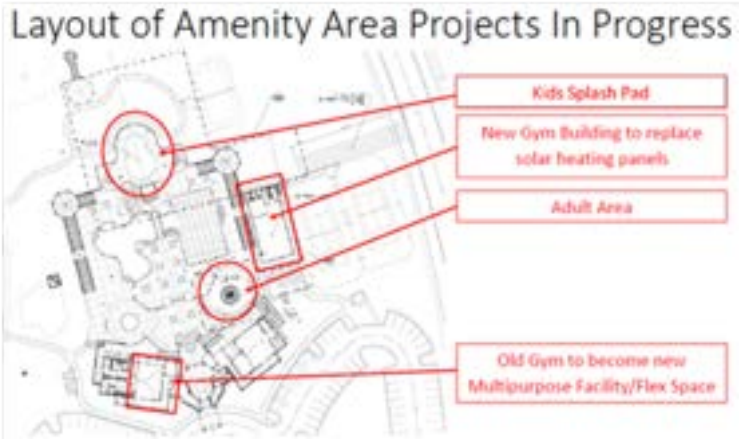
- We leverage our expertise and the vendors' while providing accountability regarding their quality-of-work and contracted scope-of-work, to best-ensure that all stakeholders are engaged and kept updated on (1) work progress to-date; (2) that the work is completed on-time; and (3) that the best overall value is provided to the CDD.

- Vesta has many 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:











TEAM MEMBER LEARNING-AND-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 learning,, development and advancement, which helps us attract-and-retain the best talent.

Vesta deploys (1) customized, on-site operational training; (2) supports our team to obtain specialized certifications; and (3) 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."

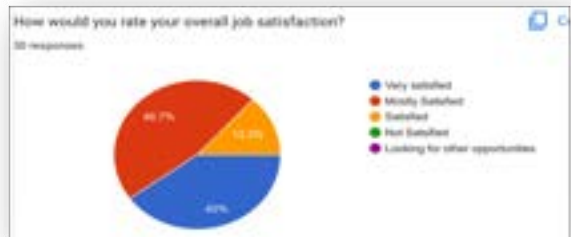
- We also provide timely feedback through our (two-way) **semi-annual check-ins,** which evolved from previous performance management reviews with a goal towards a less formal, more frequent and empowering experience.



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



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



- **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.



Team Member Audits

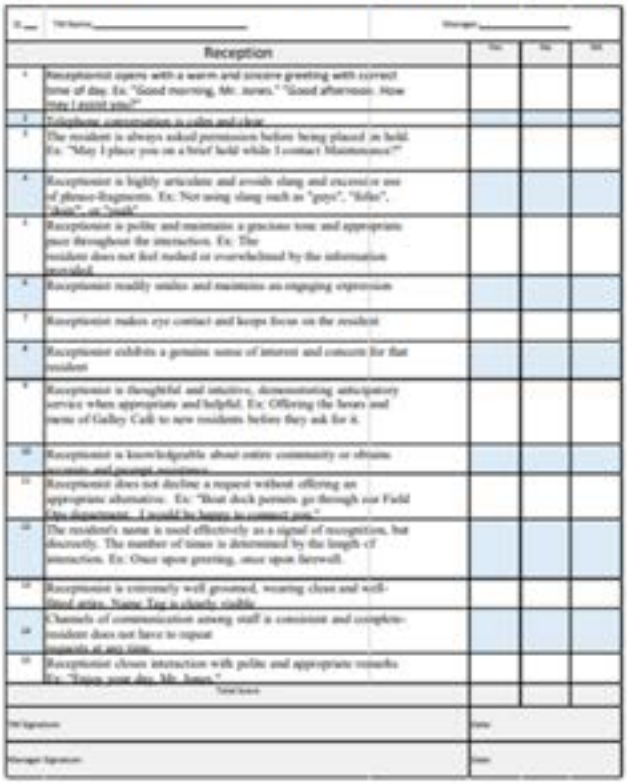
We also do a variety of team member audits to ensure their training "sticks" and to provide ongoing feedback and coaching to set everyone up for success. The following are two examples.

Customer Service Audits

- When a leader witnesses an interaction between a resident and a team member that has opportunity to be improved upon or to be reinforced and celebrated, the individual is pulled aside informally at the first available moment to coach or congratulate, as appropriate.

- 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



Reception			
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", "dear", or "yeah."		
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 menu of Galley Café to new residents before they ask for it.		
10	Receptionist is knowledgeable about entire community or obtains accurate and prompt responses.		
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		
TM Signature		Date	
Manager Signature		Date	

Peer Site Reviews

- Managers in similar positions are paired and then walk each other's properties, point out opportunities and solutions, and 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 provided and best-determine how to plan subsequent experiences and further development opportunities.

Peer Site Review

Objective: 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.

Date: 1/3/22	***Visitor: James Robinson***
Property: Durbin Crossing	***Host: Ben Conner***
Notes/ Observations/ Best Practices	
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	

MANAGEMENT TRAINING

As a management company, delivering excellent work performance by our managers is crucial to our success. To this end, Vesta brings our General Managers, Amenity Managers, and Lifestyle Directors together in-person twice a year (before-and-after our peak season) to conduct training, prepare for-and-debrief the peak season, and to internally network. We do the same with our Field Operations-and-Maintenance Managers annually.

Topics have included:

- 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 Managment





- Staffing Strategies
- Finacial Analysis
- Training & Development
- Retention Strategies
- Payroll Managment and Reporting
- Results of operational pilots
- Team Member Check-Ins
- Insurance
- Checklist Management
- Onboarding
- Townhall with Vesta's CEO

VESTA MANAGER PLAYBOOK 2.0



PEOPLE
PASSION
PROCESSES

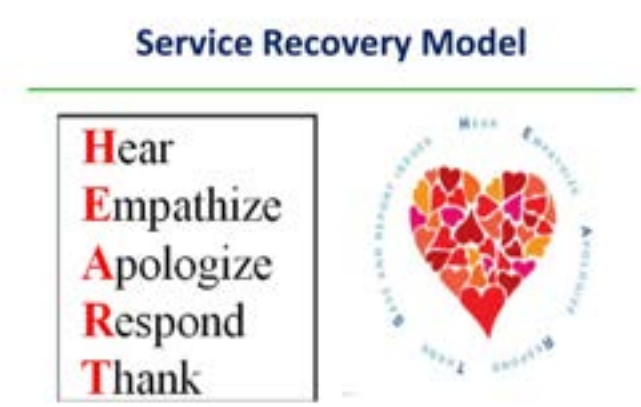
CUSTOMER SERVICE TRAINING

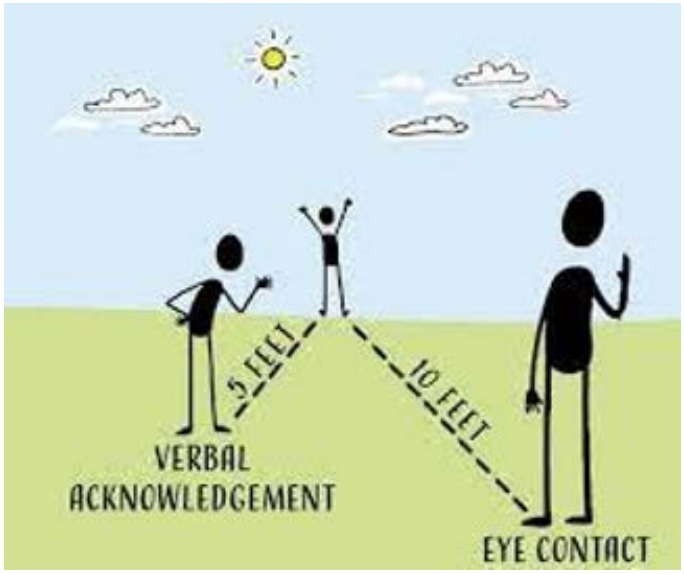
Vesta has developed many hours of industry-specific Customer Service Training modules featuring valuable information conveyed through (a) presentation slides, (b) video reenactments, and (c) hands-on, role-play exercises to provide all of our team members with the very best in Customer Service Training.

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 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





We switched to Vesta in my third year as a Supervisor. If you are considering a switch in Management Companies, I wholeheartedly recommend you consider Vesta.

No matter the size of your community, Vesta will over-invest in your management team, both in terms of the onsite personnel they assign to your community and the back-up support they provide.

I have found Vesta to be ethical, resident-oriented, and creative in their approach to programming and solving problems.

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

CONTINGENCY PROCEDURES

How any issues arising after business hours will be handled.

Vesta's approach to handling "off-hours" issues is relatively straightforward:

- We ensure that our full-time, on-site amenity manager is reachable "24/7" - other than during previously-scheduled Paid Time Off breaks (which are important to help our manager "recharge" and sustain his or her long-term commitment.)

- We "cover" such necessary breaks with other an-site staff (possibly the Assistant Manager, if one is part of the staffing structure) and/or Vesta's Regional Support Team (including our Regional Vice President, Julie Cortina.)

- Finally - to provide another layer of communication "redundancy" - we have in place a professional answering service throughout our company. If a call is not returned within a predetermined timeframe, our answering service will utilize our internal "phone tree" to contact a pre-designated Vesta associate.

Our system helps ensure that "off-hours" issues are being addressed in a timely and effective matter, while still providing for appropriate work-life balance for our team.

Back-up plan for situations where the full time Amenity Manager, full time maintenance person, or any part-time staff are unavailable.

Due to our company's size and depth-of-talent, Vesta builds in capacity with our Regional Support Team by design, to accommodate such scenarios. When necessary (mainly due to our continued growth), we have also made - and will continue to make - strategic "external" additions to our company (Heather Alexandre is just one example from a few years ago) - but we prefer (whenever possible) to develop-and-promote "from within."

- On a short-term basis, Vesta's coverage in such a situation will be provided by a member of our Regional Support Team (led by Julie Cortina and who is assisted by Heather Alexandre.) They both have decades of amenities management experience and expertise. We also have the ability to tap into our other teams in the area, particularly for assistance in covering for the hourly staff of clubhouse attendants and maintenance personnel (our Brandon office deploys a dedicated maintenance team. and our Ft. Myers office is less than 40 minutes from you.)

- On a long-term basis, Vesta would utilize a combination of the above approach: we would tap into our existing "bench strength" among the individuals listed above, while having our HR Business Partner, Matt Sinanan, conduct an extensive search both internally and externally, if needed, to further supplement our coverage.

CONTINGENCY PROCEDURES (cont.)

Escalation procedures and contact information if there are any concerns regarding the assigned staff.

By drawing upon Vesta's three decades of on-site community-amenities management experience throughout Florida, with hundreds of management contracts and on-site personnel, we are quite adept at managing the various types of challenges and concerns surrounding this topic. Typically, we utilize a combination of:

- *Internal communication* involving the Vesta associate in-question; a member of our Human Resources team - most likely our local/area HR Business Partner (Matt Sinanan); and our associate's direct supervisor within the "assigned staff" as well as our Regional Management Team such as Heather Alexandre (email: halexandre@vestapropertyservices.com); to handle the details surrounding the concern(s) as well as appropriately handle any sensitive information or issues involved. Also, our HR Business Partner ensures that proper documentation of the matter is kept on file for future reference,, and if necessary, he or she can involve our Vice President of Human Resources, Catherine Whyte.
- *External communication* with either the District Manager, a Board-Supervisor (most likely the chairperson), and possibly District Counsel (if warranted). This communication would most likely be in summary form rather than as detailed or nearly as time-consuming as our own, internal communication outlined above (which would be appropriate given the contractual, "arm's-length" nature of our relationship with the District.

Should the District be dissatisfied with our handling of the matter, Vesta would escalate these procedures within our company, such as involving Heather's supervisor, our Regional Vice President, Julie Cortina (*email: jcortina@vestapropertyservices.com; cell phone: (727) 543-2076;* or Julie's supervisor, our Regional President, Ginger Anzalone (email: ganzalone@vestapropertyservices.com; cell phone: (813) 918-1790); or Ginger's supervisor, our C.E.O., David Surface (email: dsurface@vestapropertyservices.com; office phone: (904) 355-1831 ext. 416), whenever necessary and warranted.

There have been (rare) occasions when, after thoroughly exhausting all of these procedures, necessary communication, and due consideration stated above, a determination is made (either independently by Vesta or in close collaboration with the District) that a change involving the removal of the Vesta associate in question is needed, Vesta will make that change in an expeditious and appropriate manner.

Vesta has the necessary professional judgment, expertise, and resources to properly do so - and without equivocation or unnecessary delays. Should this move be the ultimate outcome of the matter, Vesta would, of course, also keep the District appropriately advised of this move (just as we would other aspects of the entire process.)

TRANSITION PLAN

Changing from one management company to another can be an uncertain time for Boards, District Staff, residents, and vendors. Each management company has a specific way of operating, and new systems and procedures need to be put into place. Vesta mitigates transitional issues by implementing our proven onboarding process, one that has been successful for hundreds of communities throughout Florida.

As part of our plan, we will perform the following procedures:

- Seamlessly transition all appropriate management services over to Vesta.
- Implement a process of effective communications with the Board.
- Target dates for completion of transition tasks are mutually agreed to between Vesta and the Board and added to the Transition Plan document.
- Vesta will work in a cooperative and respectful manner with the incumbent management firm to obtain necessary documents and information required to transition management services.
- Provide timely communications to owners and vendors to reassure and educate them regarding the management transition.
- Conduct 30-, 60- and 90-day performance assessments with the Board to ensure transition goals and contractual obligations are met.

Regarding the possible hiring of existing on-site staff:
Vesta is flexible regarding the possibility of retaining current on-site staff at Lakeside Plantation. In addition to considering any relevant input from the Board, Vesta would:

1. Seek permission from your current Management company to contact its onsite team members, to gauge who desires to continue serving Lakeside Plantation.
2. Interview these individuals and assess their capabilities of fulfilling our objectives and operating standards under our contract with the District.
3. Should any be chosen, as a professional courtesy we would then quickly communicate to the outgoing firm which associate(s) are intended to remain in place at your District.

> *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



WESTLAKE

COMMUNITY ACTIVITIES & EVENTS

Resident Meet & Greet
Residents are invited to come meet each other and Linda at the Sales Center Patio. A delicious spread of various wine, cheese & fruit offerings will be served by our F&B Staff!

"First Friday" Dine-Out
Let's meet up at a nearby restaurant for a casual dinner & conversation together. We'll have ice-breakers, trivia, etc. to help get things started. (This will be a monthly activity unless we've scheduled a different event to coincide with a holiday.)

Good Beer Bus
Residents will have a chance to board the Damn Good Beer Bus. A typical public tour will take three to four hours, visit three breweries, feature four pours totaling 16-20 ounces at each brewery per guest, a local craft beer on the bus, and an experienced tour guide with you at all times. Also included is bottled water, a take home koozie, and light snacks on the bus. Expect to have face to face interaction from a brewery representative, with at least one behind the scenes tour where you learn about the beer making process. ADULTS ONLY.

Movie Under the Stars
Everyone is invited to come together for an outdoor movie & popcorn. Beverages are BYOB, along with lawn chairs or blankets.

"Third Thursday" Ladies Luncheon
The Ladies of Westlake we'll gather at a local establishment for lunch & conversation together. (This will be a monthly activity unless we've scheduled a holiday-related event in its place.)

Christmas in July
This is a surprising, mid-year Summer Event to show a slightly different side to the holiday. The atmosphere will be created by decorating Palm Trees with lights and bringing in some appropriate vendors & activities.

Rapids Waterpark
Family outing to a great waterpark for the day.

"Fifth Monday" Donut Day
We'll meet at a nearby donut place to enjoy coffee, donuts, etc.

Adults-Only End-of-Summer Trip to Palm Beach Improv
Parents, enjoy your last weekend before the kids go back to school with a great night of comedy with Dan Cummins!

Pizza Party
Laid back opportunity for homeowners to meet one another and have pizza. Event lawn, & Sales center patio. Activities/Games provided to facilitate getting to know each other.

End-Of-Summer "No Pool" Pool Party!
A great way for families to cool off for a couple hours and have some great food with some fun activities.

Fall Luau
Come out and enjoy some fantastic food and great entertainment provided by an authentic Polynesian luau group.

Dinner Detective Show
Families with children 15 and older welcome! Enjoy a night out with some great food and a mystery dinner show!

Bus to Clematis by Night
We would like to take advantage of the on-going free concert series in West Palm. We will arrange for bus transportation to and from Clematis street for the residents to enjoy the nightlife, bars, and restaurants at their own leisure.

Family Picnic Latin Night on the Lawn
Great social event for current and upcoming residents to meet themselves. We are trying to portray a "music" in the park atmosphere. This is also a great chance for the manager to walk around and introduce herself. Catering will be provided by Tijuana Flats and a musician will be hired for entertainment. Residents will bring their own chairs and blankets for the picnic.

Corn Maze Trip
Great family outing and activity for the fall season. Pick a commaze close by and negotiate a group ticket price and picnic table at the event. The community meets there and has some free time before entering the maze together.

Trunk or Treat
Residents bring their cars to the central parking lot decorated, and kids get to trick to treat at the cars! Great event for community under construction.

Shop Now for the Holidays! – Fall Vendor Fair
Time to shop for the holidays! Bring the kids for some great activities as well.

Holiday Movie Under the Stars: Elf
Bring the whole family to watch this holiday classic! Hot chocolate bar for everyone as well!

Santa Visits
Parents can leave a special gift out for Santa Claus as he visits your home to say hi to the kids!



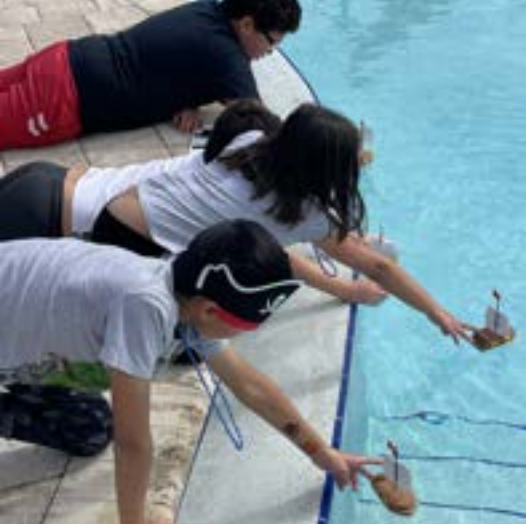




Since 2008 when our amenity centers opened, Vesta has been very committed to providing a safe and friendly environment while ensuring our residents enjoy their time there.

The parties, events, newsletters, residents' mobile app, and other social media communications all keep our residents engaged and well-informed all year.

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



Lifestyle





CREATIVE SPECIAL EVENTS FOR ANY COMMUNITY'S 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

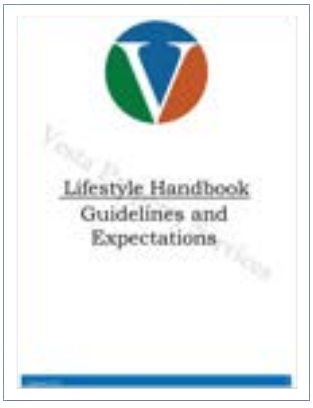
Vesta's vision is to have increasing quality-and-frequency of Events for Lakeside Plantation CDD. This will include large-scale events for families (& some for adults-only), plus smaller events and "special interest" activities in between, while continually improving our offerings based on residents' participation and feedback, etc. During Spring Break Week, we would offer a week of fun events, and during long holiday weekends, Vesta would offer options to keep people active all weekend-long.







RESOURCES AND OTHER SUPPORT FOR VESTA'S AMENITY 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.)







PRODUCING AND MANAGING PROGRAMS FOR ALL DEMOGRAPHICS

- Premiere Youth Sports Leagues with 2000+ participants throughout the year in flag football, soccer, and basketball.
- Zumba
- Body Boot Camp
- Aqua Fitness
- Yoga
- Pilates
- Soccer Shots
- Kids Acro
- 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
- Pickleball Lessons
- CPR and AED
- Meditation
- Les Mills Programs
- Basketball lessons
- Skateboarding lessons
- Stretching
- Golf Training for
- Summer Camps
- Baking Classes
- Art Classes
- Kids Drama







COMMUNITY WEBSITES

- Hosted and created by Vesta: mobile-friendly and user-friendly Lifestyle Websites - custom-made for Lakeside Plantation CDD. (At Board's Option; additional, one-time fee of $1,900 to develop and then $1,500 annually for administration and support.)
- Functionality can include amenity/room rental capability; event calendars with RSVPs and ticketing; reporting concerns or requests to staff; and much more.





VESTA VANTAGE PRO: Website and downloadable applications can be sent to your mobile device, so residents enjoy the ultimate **service, convenience,** and **savings**.

FEATURES

Smart Calendar with RSVP

Scheduling upcoming meetings or events is simple with the system's built-in smart calendar. When a manager or administrator posts an event, the can opt to send out an immediate automatic notification of the event to the residents—plus recurring automated reminders of the event. No more remembering to send out reminders because the system does it for you. And, if you need a head count and attendee lists, you can enable a RSVP feature to keep track of who will be attending.

Amenity Reservations

If the Amenity Reservations feature is enabled, residents can easily make reservations by using the system on their desktop, tablet or mobile. Any kind of amenity or facility—party room, tennis courts, clubhouse—can be created with a corresponding calendar for that facility. The number of facilities is unlimited. Available days and times are placed in the calendar and the administrator has the option to automatically or manually approve reservations. Also, the system's automation sends an email to the resident giving them the status of their reservation.

Resource Library

The resource library is a publishing system for important association documents, links and information. The built-in content management system makes it easy for managers and administrators to post meeting minutes, association rules, PDF and Word forms, and resource links. An effective way to reduce violations of the association rules is to remind residents of certain rules in the Community Feed with links back to the resource library. These Community Feed posts can be scheduled and automated.

Board & Committee Tools

The system has a private group feature that allows a manager or administrator to set up multiple private boards and committees. This is a great way for committees, such as the Board of Directors, ACC Committee or Landscape Committee, to discuss their business in private among other committee members. The board and committee tools include an activity feed, events calendar, documents upload and storage, and member directory. The activity feed is a rolling feed with separate thread boxes which makes conversation by subject and corresponding comments extremely organized and easy to follow. This keeps committee members engaged and association business efficient and productive.

Group Pages

Connecting with residents and being active in one's community creates connections and conversations which help create great neighborhoods. The group pages feature makes it easy for residents to connect with those who share the same interests. Starting a garden club, book club or running group page is a breeze. Each group features their own page with an activity feed, calendar, photos, documents and member directory.

Dynamic Forms

Community associations frequently have forms—surveys, waivers and contact forms—that need to be completed by residents. The dynamic forms feature is an online form creation and submission management system. It allows an administrator to create multiple unique forms specific to a community's needs. Creating a dynamic form doesn't require any computer programming skills; all interfaces are user-intuitive and easy to use. New forms can be quickly created by using existing templates provided within the system. All form submissions and results are saved and managers are automatically notified upon a resident completing a form.



RFP's SCOPE-OF-SERVICES

The Contractor shall provide On-site Management Services for the District.

1. GENERAL

1.1. General Overview

Lakeside Plantation Community Development District (the **"District"** or **"Owner"**), located in Sarasota County, is a master planned community with amenities such as a community clubhouse, swimming pool, fitness center, billiard room, bocce court, pickleball/basketball court, playground, tennis court, and sidewalks throughout the community.

1.2. Community Development Districts (CDD) Development

The District is an independent unit of local government created and established in accordance with the Act. The Act was enacted in 1980 and is provided for in Florida Statutes Chapter 190. It provides a uniform method for the establishment of independent districts to manage and finance basic community development district services.

2. GENERAL CONTRACTOR REQUIREMENTS AND PROCEDURES

The Contractor shall meet the requirements and follow the procedures associated with all items in this Agreement. These general requirements and procedures are as follows:

2.1. Operation Procedures

The Contractor shall perform the basic services outlined within the Scope of Services at the hours and days requested by the Owner.

2.2. Key Personnel

All Work shall be managed and/or directed by key personnel identified in the proposal. Where applicable, the Contractor shall require certifications, training, etc. be secured and updated for all employees. Contractor shall provide one (1) Amenity / Office Coordinator who is knowledgeable of the Contractor's daily activities when performed at the site. The Manager shall be responsible for overseeing all amenity management, administrative, and recreational personnel. Should a problem arise, the Amenities Manager shall present the problem to the appropriate Board Liaison for direction.

2.2.1. The Contractor shall provide staff for the following responsibilities:

Amenity / Office Coordinator and part-time Amenity Staff for weekends

Maintenance & Custodial Personnel

3. GENERAL CONTRACTOR REQUIREMENTS AND PROCEDURES

The Contractor shall meet the requirements and follow the procedures associated with all items in this Agreement. These general requirements and procedures are as follows:

3.1. Operation Procedures

The Contractor shall perform the basic services outlined within the Scope of Services at the hours and days requested by the Owner.

Job Description and Schedule

Assume responsibility for operations and routine maintenance of all amenities including, but not limited to community pool and spa, playground, fitness center, bocce court, tennis courts, pickleball/basketball court, billiard room, library and clubhouse.

Anticipated Staffing Structure:

Job Title	Hours per week	Designation
Maintenance & Custodial	NTE 24 hours	

Contractor's duties

In addition to the responsibilities found in section 4 of this scope of services, the following duties are required of the Contractor:

Tactfully communicate with residents regarding issues handled by the Contractor

Investigate and resolve complaints and concerns from residents

Understand and ensure compliance with federal, state and local legislation relevant to Community Development District and planned communities

Assume responsibility for operations and routine maintenance of all amenities including, but not limited to community pool and spa, playground, fitness center, bocce court, tennis courts, pickleball/basketball court, billiard room, library and clubhouse

All aspects of the product and supply ordering process in order to maintain all supplies at a proper level

Facilitate staff meetings to discuss upcoming events, District policies, personnel development and pertinent issues

Coordinate all scheduled services with the Owner

Oversee the janitorial and specialized maintenance of clubhouse and amenities

Implement and maintain a safety program for the staff and residents

Deliver by mail or electronic mail all records to Owner

Gather feedback from residents and guests and create improvement plans based on feedback

Ensure accurate records (such as incident reports, accident reports, maintenance records) are maintained for insurance purposes

Oversee, manage, train and develop amenity management, recreational, and maintenance/janitorial personnel

Oversee all aspects of room rental process, including scheduling and planning, working with clients, drafting contracts, collecting fees, and gathering feedback from events

Oversee all aspects of tennis membership program including gathering fees, maintaining records, court scheduling, and promoting compliance with tennis policies

Work closely with resident organizations and volunteers for the planning and executing of social events

Interview and hire for certain recreational vendors or programs

Process all accounts payable and accounts receivable associated with District services

Layout, design and maintain tickets, seating charts and other activities materials as needed

Maintain promotional flyers and registrations at Club Office

Facilitate electronic news messages and electronic newsletters

Continuously monitor the facilities and amenities. Document and report incidents to the Owner

Maintain an online resident directory

Promote voluntary compliance with District policies. Facilitate progressive discipline for those who fail to abide by District policies

3.2. Personnel Dress Code

Clothing that expresses or implies obscene language or graphics, degrading or demeaning connotations, or in the opinion of the Owner is unsightly for any reason, shall be strictly prohibited. Contractor personnel shall wear proper attire at all times and shall wear footwear that conforms to safe work practices.

3.3. Personnel Conduct

The Contractor shall enforce strict discipline and good order among its employees on the Project site. The Contractor shall ensure that its employees communicate and interact with the Lakeside Plantation community and any other customer/party associated with the Lakeside Plantation Project are knowledgeable of the Project and the Services the Contractor is performing.

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3.4. Safety Program

The Contractor shall develop, implement, and maintain a safety program for its operations on the Project. That safety program shall include, at a minimum, a safety policy, safety rules, safety training, safety evaluations, safety operations, and procedures for accident investigations, providing and maintaining equipment safety features, and safety record keeping. It is mandatory all employees have adequate safety knowledge and demonstrate ability to abide by and promote the safety program.

3.5. Facility Location

The Owner shall only provide office space on the Project site for the Contractor as part of this Scope of Services.

3.6. Document Control and Data Maintenance

The Contractor shall keep accurate records of all incidences that occur while on duty, documents received, and if applicable, issued by this Contractor. The Contractor shall keep records of important passwords, vendor directory, maintenance checklists and other documentation important to the day to day operation of the District.

3.7. Liability Insurance

Contractor shall, throughout the performance of its Services pursuant to this Agreement, maintain: Occurrence basis comprehensive general liability insurance (including a broad form contractual coverage) with minimum limits of $1,000,000.00 respectively, protecting it and Owner from claims for bodily injury (including death) and property damage which may arise from or in connection with the performance of Contactor' s Services from or out of any act or omission of Contractor, its officers, directors, agents, and employees.

4. COORDINATION

The Contractor shall provide coordination with the Owner for all items associated with the requirements of this Agreement.

4.1. General Coordination

The Contractor shall meet with the Chairman or Chairperson on a regular basis. The schedule will be determined by both parties availability and will likely be monthly. Those meetings shall serve as a forum for the exchange of information, identification of pertinent and critical issues, determination of an action plan and schedule for resolving those issues, review of schedule, and budget status.

In addition, Contractor shall provide a representative to attend the community meeting of the Lakeside Plantation Board of Supervisors. This representative shall be knowledgeable of this Project Scope and Scope of Services and shall be able to respond to any questions the Board may have as to the day-to-day activities at the Project site pursuant to this Agreement; moreover, prepare status reports for the Board per the timeline provided by the District Manager's office.

4.2. Amenity & Office Coordinator

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Contractor shall designate a representative who will be responsible for overall supervision of the Contractor's work force on the Project and shall act as the single point of contact, on an as needed basis, between the Owner and the Contractor. This individual shall be responsible for overseeing all aspects of amenity management. The Amenity Coordinator will supervise and facilitate vibrant resident lifestyle opportunities including an array of social, educational, recreational and wellness activities. High quality and timely communication with residents using electronic newsletter, electronic messaging, online resident directory and community meetings will be supervised by the Amenity Coordinator. Maintaining a clean and safe environment and promoting compliance with District policies are of utmost importance. The Amenity Coordinator is to ensure all staff and vendor efforts align with these goals.

5. SCHEDULED OPERATIONS

5.1. Activities

Contractor shall provide social, wellness, and entertainment activities on a weekly and monthly basis. The Contractor will be responsible for the research, production, scheduling, organization, promotion, and monitoring of a broad range of activities for the residents of the Lakeside Plantation community. At the end of each activity, the Contractor should gather feedback from participants. Contractor shall evaluate the effectiveness of each activity, compile, and implement improvement plans for future activities. The Contractor shall develop and design promotional flyers, seating charts and other materials for specific activities as needed. The Clubhouse Office will provide information, registration of activities and attend to the needs of residents. The Clubhouse Office staff should answer telephone calls, process incoming and outgoing mail and electronic mail for the community. A schedule of activities must be kept current for Lakeside Plantation and posted in proper locations within the community. There will be a monthly electronic calendar for the residents and included within the monthly electronic newsletter. Activity rooms will be scheduled, designed and setup prior to each activity. Staff should facilitate community meetings to present upcoming activities and community news. Staff should gather suggestions from residents for future activities and community improvements on a regular basis. Knowledge of the audio/video equipment is required; furthermore, training volunteers and staff to properly use the equipment is required. The Owner shall provide initial training of the audio/video equipment to the Contractor.

Contractor will provide the following services."

- Group Exercise Classes: including, but not limited to, instrutor lead exercise classes, yoga, bootcamp, small group training, mat pilates.
- Aquatic Programming: including, but not limited to, private swim lessons, group swim instruction, aqua classes.
- Specialty Sports Programs: including, but not limited to, instructional soccer programs, softball, baseball, tennis and pickleball activities and programs.
- Personal Training Instruction
- Arts & Crafts Programs: including, but not limited to, youth and adult craft classes, painting instruction.

5.2. Events

The Contractor shall develop, schedule, promote, plan and facilitate all events for Lakeside Plantation. Events will include banquets, socials, parties, holiday activities, receptions, and other special events. At the end of each event, the Contractor should gather feedback and evaluate success of each event, staff and other resources; furthermore, compile, and implement improvement plans

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for future events. The Contractor shall develop and design promotional flyers, seating charts and other materials for special events as needed. Knowledge of the audio/video equipment in the clubhouse is required; furthermore, training volunteers and staff of the equipment is required. The Contractor will be responsible for ensuring that the Clubhouse and all amenities is secure and locked down on a nightly basis.

5.3. Clubhouse Availability

The Contractor will ensure that the Clubhouse will be open for residents and guests seven (7) days per week· throughout the year, notwithstanding emergency situations. The Clubhouse Office will be closed on holidays including New Year's Day, Memorial Day, 4th of July, Labor Day, Thanksgiving and Christmas.

5.4. Online Resident Directory & District Website

The Lakeside Plantation online resident directory is the responsibility of the Contractor. The Contractor will supervise and maintain the content and technical aspects of the resident directory. The Contractor will assist with monitoring and updating the District website. The Owner shall provide initial training for the online directory to the Contractor.

5.5. Monthly Electronic Newsletter and Electronic Message Blasts

The Lakeside Plantation electronic monthly newsletter is the responsibility of the Contractor. The Contractor will supervise, design, edit, publish and maintain the content of the electronic newsletter. At all times the newsletter content should contain community amenity news, recreational programming information, community information, special events, and activities. In addition, the contractor is expected to maintain all the technical aspects of the newsletter while implementing new material, graphics and updating content. The Contractor must maintain a current mailing list of resident subscribers. A representative from the newsletter should attend community meetings, present ideas, share articles and attain information to be included in the newsletter. Electronic mail messages promoting activities, alerting residents to important maintenance news or other information that impacts residents at Lakeside Plantation will be sent as often as needed. All resident communications are expected to be free from grammar and spelling errors.

5.6. Contract Coordination

The Contractor will be responsible for working with the Board liaison and Management / amenity Personnel on the coordination of the contracts of the Lakeside Plantation Community Development District to include the provision of security, pond maintenance, pool maintenance, landscape services and any other contract related to recreational services and maintenance at Lakeside Plantation Community Development District.

5. ADMINISTRATION/OPERATIONS

The Administration and Operations program shall be kept up-to-date at all times by the Contractor. Revisions to the document shall be indicated by footnote on the revised pages. Revisions shall be distributed by the Contractor to all document holders.

The Contractor shall prepare draft copies of the document for review and comment by the Owner within ten (10) calendar days of the notice to proceed with the Services.

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a. Administration

i. The administrative section of the document shall, at a minimum, address those functions, which are the responsibility of the Contractor related to all administrative matters generally described in the Scope of Services and as outlined below. Organizational charts for administrative management functions include key personnel names, job titles, electronic mail addresses, and phone numbers.

b. Policies and procedures related to the Contractor's program for communications with the Lakeside Plantation community relative to operations and customer service.

c. Personnel policies and procedures related to the Contractor's personnel performing services on the Lakeside Plantation site.

d. Maintenance Checklists including daily, weekly, monthly and annual maintenance requirements at Lakeside Plantation.

e. Hurricane and Severe Weather Preparedness Plan for community readiness.

f. Emergency Preparedness Plan to address natural or other disasters.

g. Vendor Directory including all necessary contact information for vendors providing supplies or services to the District.

6. RESPONSE TIME

a. General

The Contractor shall provide services or a response to the request for service within five (5) days of receipt, except as provided below. The following is general response time information and requirements for the Emergency Response Program to be developed, implemented, and maintained by the Contractor.

EXHIBIT B

Job Description and Schedule

Anticipated Staffing Structure:

Job Title	Hours per week	Designation
Amenities / Office Coordinator	40	FT-Hourly
Additional Office Staff (2)	40 in-season 35 off-season	2 PT-Hourly

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Maintenance & Custodial	NTE 24	

In Season is defined as November-March and off-season is defined as April-October.
Staffed hours for the clubhouse will consist of two seasons:

- In-Season (November-March): 68 total operating hours per week, allocated as follows:
  - Monday- Friday 9am-5pm
  - Friday 10am-9pm
  - Saturday 10am-9pm
  - Sunday 10pm-9pm
- Off-Season (April-October): 63 total operating hours per week, allocated as follows:
  - Monday 10am-5pm
  - Tuesday-Saturday 10am-8pm
  - Sunday 12pm-6pm

Any reduction or expansion in total operating hours per week shall be implemented consistent with Section 3(D) and 3(E) of the Agreement, respectively.

Year 1: $287,890 yearly

Year 2: $296,525 yearly

Year 3: $305,425 yearly

Job Title	**Staffing Hours per Week**	**Year 1** (Vesta is willing to pro-rate the yearly figures shown below from contract start-date through 09/30/24)	**Year 2** (= 3% increase)	**Year 3** (= 3% increase)
Amenities/Office Coord. (FT-Hourly)	40 hrs.	$119,015	$122,585	$126,265
Additional Office Staff (2 PT-Hourly)	40 in-season; 35 off-season	$99,830	$102,825	$105,910
Maintenance & Custodial (Hourly)	**NTE 24**	$51,150	$52,685	$54,265
Direct Overhead	-	$17,895	$18,430	$18,985
Vesta's TOTAL FEE to CDD		**$287,890**	**$296,525**	**$305,425**

- "Direct Overhead" *includes*: employee screening, recruiting, and training costs; insurance coverage (as per the Agreement); Vesta Senior Manager's in-person attendance at monthly CDD Meetings; corporate travel expenses; program registration software and Preventative Maintenance software (see Page 26); and manager cell phone stipend.

- All other Fees *include*: payroll costs associated with the staffing structure identified in Exhibit B of the RFP; workman's comp. insurance; health insurance benefits for full-time employees; Paid Time Off benefits for on-site employees; and Vesta's Management Fee.

"As a long-time resident and CDD Board Chair, I have a first-hand appreciation for the value that Vesta brings. Our thriving community appeals to people (including prospective homebuyers and realtors) because of how well (1) our residents are served, (2) our assets are managed, and (3) our community is kept up by Vesta (for 17 years now.) And our success isn't due to having a large staff, either; Vesta's talent, unique experience, and overall dedication are the difference-makers for us.

When assessing options for community management services, I would urge other CDD Boards to secure the best service possible for their community in return for an appropriate and fair commitment of financial resources by the District. I'm pleased to commend Vesta for embracing this key approach by us, and for doing so in a collaborative and transparent manner with our Board and District Staff."

Year 1: $296,415 yearly

Year 2: $305,305 yearly

Year 3: $314,470 yearly

Job Title	**Staffing Hours per Week**	**Year 1** (Vesta is willing to pro-rate the yearly figures shown below from contract start-date through 09/30/24)	**Year 2** (= 3% increase)	**Year 3** (= 3% increase)
Amenities/Office Coord. (FT-Hourly)	40 hrs.	$119,015	$122,585	$126,265
Additional Office Staff (2 PT-Hourly)	40 in-season; 35 off-season	$99,830	$102,825	$105,910
Maintenance & Custodial (Hourly)	**NTE 28**	$59,675	$61,465	$63,310
Direct Overhead	-	$17,895	$18,430	$18,985
Vesta's <u>TOTAL FEE</u> to CDD		**$296,415**	**$305,305**	**$314,470**

- "Direct Overhead" *includes*: employee screening, recruiting, and training costs; insurance coverage (as per the Agreement); Vesta Senior Manager's in-person attendance at monthly CDD Meetings; corporate travel expenses; program registration software and Preventative Maintenance software (see Page 26); and manager cell phone stipend.
- All other Fees *include*: payroll costs associated with the staffing structure identified in Exhibit B of the RFP; workman's comp. insurance; health insurance benefits for full-time employees; Paid Time Off benefits for on-site employees; and Vesta's Management Fee.

NOTE: The above **<u>Alternate Proposal-and-Pricing</u>** is submitted for the Board's further consideration. Our reason for proposing this Alternate Option is two-fold:

- The first reason relates to concerns expressed at recent public meetings regarding the quality of project/vendor oversight-and-management, as well as the overall appearance of the community. While the On-site Manager should be able to handle these aspects, in our experience it usually *also* requires the specialized assistance and focus by a capable Field Maintenance person who is regularly on-site AND able to collaborate cohesively with the On-site Manager in working closely with vendors, under the authority and direction of the District's Board of Supervisors and/or District Manager.

- The second reason involves the challenges of recruiting, hiring and retaining (for the long-term) a part-time (24-hours per week), quality Maintenance Person. *While we would prefer that the position be 40-hours per week, dedicated to Lakeside Plantation, with this Option Vesta is offering a compromise whereby <u>28</u> hours per week is devoted to your District, while still staying within your Budget* (and we then utilize the remaining 12 hours of the person's total of 40 hours per week at another client-property of ours.)

Proof of applicable insurance:

- General Liability $1,000,000
- Automobile Liability $5,000,000
- Workers Compensation $1,000,000
- Expiration Date 01/01/2024

ACORD

CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY): 4/14/2022

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).

PRODUCER Arthur J. Gallagher Risk Management Services, Inc. 501 Riverside Ave Suite 1000 Jacksonville FL 32218	CONTACT NAME: Jessica Goff PHONE (A/C, No, Ext): 904-548-2301 FAX (A/C, No): 904-634-1302 E-MAIL ADDRESS: Jessica_Goff@ajg.com
INSURED VESTAP0001 Vesta Property Services, Inc. FT, LLC. 245 Riverside Avenue Suite 300 Jacksonville FL 32202	INSURER(S) AFFORDING COVERAGE / NAIC # INSURER A : Accident Fund Insurance INSURER B : Philadelphia Indemnity Insurance Company 18058 INSURER C : Tokio Marine Specialty Ins Co 23850 INSURER D : AXIS Surplus Insurance Company 26620 INSURER E : INSURER F :

COVERAGES **CERTIFICATE NUMBER:** 626175375 **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 (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS	
B	X COMMERCIAL GENERAL LIABILITY CLAIMS-MADE X OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: POLICY PRO-JECT X LOC OTHER:			PHPK2365457	1/1/2022	1/1/2023	EACH OCCURRENCE DAMAGE TO RENTED PREMISES (Ea occurrence) MED EXP (Any one person) PERSONAL & ADV INJURY GENERAL AGGREGATE PRODUCTS - COMP/OP AGG Liquor	$ 1,000,000 $ 300,000 $ 20,000 $ 1,000,000 $ 2,000,000 $ 2,000,000 $ 1,000,000
B	AUTOMOBILE LIABILITY X ANY AUTO OWNED AUTOS ONLY X HIRED AUTOS ONLY SCHEDULED AUTOS X NON-OWNED AUTOS ONLY			PHPK2365457	1/1/2022	1/1/2023	COMBINED SINGLE LIMIT (Ea accident) BODILY INJURY (Per person) BODILY INJURY (Per accident) PROPERTY DAMAGE (Per accident)	$ 1,000,000 $ $ $ $
C	UMBRELLA LIAB X OCCUR X EXCESS LIAB CLAIMS-MADE DED RETENTION $			PUB610755	4/1/2022	1/1/2023	EACH OCCURRENCE AGGREGATE	$ 1,000,000 $ $
A	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? Y / N (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	N / A		1400022117	1/1/2022	1/1/2023	PER STATUTE OTH-ER E.L. EACH ACCIDENT E.L. DISEASE - EA EMPLOYEE E.L. DISEASE - POLICY LIMIT	$ 1,000,000 $ 1,000,000 $ 1,000,000
D	Excess Liability			P00100083759101	4/1/2022	1/1/2023	Each Occurrence Aggregate	2,000,000 2,000,000

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

Abuse & Molestation - $1MM/ per occurrence; $2MM/ annual aggregate. Policy # PHPK2365457 1/1/22-1/1/23
Excess policy, written by Tokio, sits over General Liability, Auto Liability, Employee Benefits Liability, Liquor Liability, Abuse or Molestation, and Employer's Liability. 4/1/22-1/1/23
Cyber Limit of Liability $2M Each Claim. Policy # F16450856001 1/1/22-1/1/23 Carrier Westchester Surplus Lines Insurance Co

CERTIFICATE HOLDER

Proof Of Coverage

CANCELLATION

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
Jessica Goff

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ACORD

CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY): 02/23/2022

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.

PRODUCER	CONTACT NAME: Associations Insurance Agency, Inc.
Associations Insurance Agency, Inc. 5401 North Central Expressway, Suite 315 Dallas, TX 75205	PHONE: (866) 384-8579 FAX: (214) 751-2390 E-MAIL ADDRESS: Info@AssociationsInsuranceAgency.com PRODUCER CUSTOMER ID: 00003921

INSURED	INSURER(S) AFFORDING COVERAGE	NAIC #
Vesta Property Services 245 Riverside Avenue Suite 300 Jacksonville, FL	INSURER A: Federal Insurance Company	
	INSURER B: AIG Specialty Insurance Company	
	INSURER C: Beazley Insurance Company, Inc.	
	INSURER D:	
	INSURER E:	
	INSURER F:	

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
	COMMERCIAL GENERAL LIABILITY CLAIMS-MADE OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: POLICY PROJECT LOC OTHER:						EACH OCCURRENCE $ DAMAGE TO RENTED PREMISES (Ea occurrence) $ MED EXP (Any one person) $ PERSONAL & ADV INJURY $ GENERAL AGGREGATE $ PRODUCTS - COMP/OP AGG $ $
	AUTOMOBILE LIABILITY ANY AUTO ALL OWNED AUTOS SCHEDULED AUTOS HIRED AUTOS NON-OWNED AUTOS						COMBINED SINGLE LIMIT (Ea accident) $ BODILY INJURY (Per person) $ BODILY INJURY (Per accident) $ PROPERTY DAMAGE (Per accident) $ $
	UMBRELLA LIAB OCCUR EXCESS LIAB CLAIMS-MADE DED RETENTION						EACH OCCURRENCE $ AGGREGATE $ $
	WORKERS COMPENSATION AND EMPLOYERS LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	N/A					PER STATUTE OTH-ER $ E.L. EACH ACCIDENT $ E.L. DISEASE - EA EMPLOYEE $ E.L. DISEASE - POLICY LIMIT $
A-C	Various			Various	12/23/2021	08/01/2022	See Page 2 for Policy Limits & Deductibles

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

CERTIFICATE HOLDER

CANCELLATION

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 Wolfe

ACORD 25 (2009/09)

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"Our residents-service and operations & maintenance needs - and how we fulfill those needs - are of enormous importance to us Board of Supervisors. We make great efforts to ask for and assess feedback from our residents, so their responses are of great importance.

The mission of responding to this feedback falls to Vesta; I am extremely happy to say that the service of our residents and our operations & maintenance service have been highlighted as 'excellent' by our residents - and that is because of Vesta's leadership."

- Tim Nargi, Vice Chairman; Harbor Bay CDD (MiraBay)



Contact Us

245 Riverside Ave. #300
Jacksonville, FL 32202

Phone: 877-988-3782
Contact@VestaPropertyServices.com

SECTION 2

DATE: **April 25th, 2024**

TO: **Lakeside Plantation Community Development District**
Board Of Supervisors

FROM: **Jordan Lansford, District Manager**

SUBJECT: **Amenity Management Payroll Services**

Governmental Management Services – Central Florida, LLC. ("GMS") was contracted by the Lakeside Plantation Community Development District ("CDD") for District Management Services effective June 7th, 2013.

At the April 8th, 2024 Board Meeting, the CDD requested Governmental Management Services – Tampa, LLC ("GMS-Tampa") submit a proposal for expanded services to include Amenity Management Services. All provisions of the existing Management Service Agreement remain in place; as required in the General Terms and Conditions section 14 clause on Amendments, attached is a written Proposal for your review and signature to expand GMS-Tampa services.

- **Exhibit "A"** includes the agreed-upon Fee Schedule for these expanded services.
- **Exhibit "B"** includes the agreed-upon Statement of Services for these expanded services.
- **Exhibit "C"** includes the illustrative payroll calculator for Amenity Center staffing expenses.

We thank you for your continued support.

/s/ Jordan Lansford

Jordan Lansford
District Manager
Office: (813) 344-4844 ext. 106
Email: JLansford@gms-tampa.com

Accepted and approved as of the _____ day of _____, 2024

Lakeside Plantation Community Development District

By: _____
Name, Title

_____
Signature

ORLANDO
219 E. Livingston St.
Orlando, FL 32801
(407) 841-5524

JACKSONVILLE
9655 Florida Mining Blvd. W
Suite 305
Jacksonville, FL 32257
(904) 940-5850

ST. AUGUSTINE
475 West Town Place
Suite 114
St. Augustine, FL 32092
(904) 288-7667

FT. LAUDERDALE
5385 N. Nob Hill Road
Sunrise, FL 33351
(954) 721-8681

TAMPA
4530 Eagle Falls Pl
Tampa, FL 33619
(813) 344-4844

PALM COAST
393 Palm Coast Parkway SW
Suite 4
Palm Coast, FL 33137
(904) 940-5850

KNOXVILLE
1001 Bradford Way
Kingston, TN 37763
(865) 717-7700

WWW.GOVMGTSVC.COM

EXHIBIT "A" – AMENITY MANAGEMENT SERVICES FEE SCHEDULE

Service Descriptions	GMS Fiscal Year 2024 Fees *
Amenity Management Services: • GMS will charge a % of total payroll and benefit expenses as the administration fee for providing Amenity For District Employees. • The monthly GMS Fee amounts are variable based upon actual payroll expenses. (Recruiting Dependent Costs) Illustrative Example: • If the actual payroll summary report was for $6,796.39 and the employee benefit costs is $1,000.00 • The GMS fees would be $1,949.10 [25% of $7,796.39] • See Also Exhibit "C" • "D – Burden - Liability And Overhead $"	**25% of all Payroll or Employee Related Costs**
Additional Services: • All other requested items not specifically denoted in Exhibit "B" will be subject to either a flat rate proposal or an hourly rate proposal to the District • The Hourly rate for the District Manager is $175/Hour. • The Hourly rate for the District Accountant is $125/Hour. • The Hourly rate for the Director of Amenity Management is $125/Hour. • The Hourly rate for the District Administrative Assistant is $80/Hour.	**To Be Negotiated**
Out-of-Pocket Reimbursable Expenses • Reimbursable expenses to be itemized on invoicing each month. • Written pre-approval from the District Manager or District must be included for any recruiting or other reimbursable expenses over $1,000.00 a month.	**At GMS Standard Rate or Costs**

* Fees reflect the Annual Budget for services For Fiscal Year 2024 with dates effective October 1st, 2023, through September 30th, 2024.

For Fiscal Year 2025, with dates effective October 1st, 2024, through September 30th, 2025, the GMS fees will be negotiated and will be reflected in the Adopted 2025 Budget.

We pride ourselves on customizing unique solutions for our clients.

EXHIBIT "B" – AMENITY MANAGEMENT SCOPE OF SERVICES	
Service Descriptions	
1) Amenities / Office Coordinator	▪ This is a full-time on-site position that is benefits eligible. ▪ The summary job description was provided in the RFP for this position.
2) Amenities Attendant #1	▪ This is a part-time on-stie position that is benefits eligible. ▪ The weekly work hour schedule will have seasonal variability ▪ The summary job description was provided in the RFP for this position.
3) Amenities Attendant #2	▪ This is a part-time on-stie position that is benefits eligible. ▪ The weekly work hour schedule will have seasonal variability ▪ The summary job description was provided in the RFP for this position.
4) Maintenance and Custodial Technician	▪ This is a part-time on-stie position that is benefits eligible. ▪ The weekly work hour schedule will have seasonal variability ▪ The summary job description was provided in the RFP for this position.
Services and processes can be changed with mutual written consent of the CDD and GMS-Tampa	

SECTION B

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AGREEMENT BETWEEN LAKESIDE PLANTATION COMMUNITY DEVELOPMENT DISTRICT AND WTS INTERNATIONAL, LLC FOR AMENITY MANAGEMENT SERVICES

THIS AGREEMENT ("**Agreement**") is made and entered into this 5th day of November, 2021, by and between:

LAKESIDE PLANTATION COMMUNITY DEVELOPMENT DISTRICT, a local unit of special-purpose government established pursuant to Chapter 190, Florida Statutes, whose address is 219 E. Livingston St., Suite 320, Orlando, Florida 32801 ("**District**"), and

WTS INTERNATIONAL, LLC, a District of Columbia limited liability company, with offices located at 3200 Tower Oaks Blvd., Suite 400, Rockville MD 20852 ("**Contractor**" and, together with the District, "**Parties**").

RECITALS

WHEREAS, the District is a local unit of special-purpose government established pursuant to and governed by Chapter 190, *Florida Statutes*; and

WHEREAS, the District owns, operates, and maintains an amenity center that includes a swimming pool, a fitness room, and associated grounds and facilities (collectively, "**Facilities**" and individually, a "**Facility**"); and

WHEREAS, the District desires to retain an independent contractor to provide for operation and maintenance services for the Facilities; and

WHEREAS, Contractor has a background in the management and maintenance of recreation facilities and is qualified and willing to provide such management and maintenance services to the District in accordance with this Agreement; and

WHEREAS, the District desires to enter into a contractual relationship with Contractor to manage and maintain the Facilities and to provide other services as described in this Agreement and included in the scope of services attached hereto as **Exhibit A** and incorporated herein by reference (collectively, "**Services**").

NOW, THEREFORE, based upon good and valuable consideration and the mutual covenants of the Parties, the receipt and sufficiency of which are hereby acknowledged, the Parties agree as follows:

1. INCORPORATION OF RECITALS. The recitals stated above are true and correct and by this reference are incorporated herein and form a material part of this Agreement.

2. ENGAGEMENT OF SERVICES. The District agrees to engage Contractor to provide the Services. This Agreement grants to Contractor the right to enter and use the Facilities for the

purposes and uses described in this Agreement, and Contractor hereby agrees to comply with all applicable laws, rules, and regulations while performing its obligations under this Agreement.

3. SCOPE OF SERVICES.

A. Amenity Center Management Services. Contractor shall provide Facility management services in accordance with the terms of this Agreement and the scope of Services set forth in **Exhibit A.**

B. Routine Facility Maintenance Services. Contractor shall provide routine facility maintenance services and appropriate staffing in accordance with the terms of this Agreement and the scope of Services set forth in **Exhibit A.**

C. Staffing. In order to provide the Services in accordance with the terms of the Agreement and scope of Services set forth in **Exhibit A**, Contractor shall provide, at a minimum, the staffing set forth in **Exhibit B** attached hereto and incorporated herein ("**Job Description and Schedule**").

D. Changes in Services. Should the District modify its staffing requirements related to the Services provided by Contractor under this Agreement, Contractor shall provide a revised proposal that reflects such modifications, whether they would result in a net increase or net decrease in the staffing requirements and/or in its corresponding compensation for the Services under this Agreement. If such revised proposal is accepted by the District, this Agreement, including any adjustments in the compensation, shall be amended accordingly as further provided hereunder.

E. Additional Services. Should the District desire to add additional services not provided in this Agreement, such additional services may be added upon mutual agreement by the Parties of the scope of services and corresponding compensation, as confirmed in a written addendum, addenda or amendments to this Agreement.

4. COMPENSATION; TERM.

A. As compensation for Services described in this Agreement, the District agrees to pay the Contractor an annual total equal to Two Hundred Seventy One Thousand One Hundred Fifty One Dollars and Four Cents ($271,151.04) for Year 1 (as hereinafter defined) in accordance with the Fee Schedule as set forth in **Exhibit C**. If the Agreement is renewed, annual compensation for Services described in this Agreement for Year 2, Year 3, and Year 4 shall be as provided in accordance with the Fee Schedule as set forth in **Exhibit C**. Compensation for Services shall be payable in twelve (12) equal monthly payments, which for Year 1 shall be equal to Twenty Two Thousand Five Hundred Ninety Five Dollars and Ninety Two Cents ($22,595.92) per month. Contractor shall invoice the District monthly for its services and the District shall pay invoices within thirty (30) days of receipt or otherwise in accordance with the Florida Prompt Payment Act.

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B. This Agreement shall commence on December 1, 2021, and end November 30, 2022 ("**Year 1**"), unless terminated earlier in accordance with the terms provided herein. This Agreement shall automatically renew for three (3) additional, one-year terms ("**Renewal Terms**"), unless either party gives the other at least ninety (90) days written notice prior to the term expiration of the intent to not renewal or unless the Agreement is terminated pursuant to its terms. If renewed, the Renewal Terms shall run as follows: (i) from December 1, 2022, and continue until November 30, 2023 ("**Year 2**"); (ii) from December 1, 2023, and continue until November 30, 2024 ("**Year 3**"); and (iv) from December 1, 2024, and continue until November 30, 2025 ("**Year 4**").

5. GENERAL PROVISIONS.

A. Contractor shall be solely responsible for the means, manner and methods by which its duties, obligations and responsibilities are met to the satisfaction of the District and in accordance with this Agreement. While providing the Services identified in this Agreement, Contractor shall assign such staff as may be required, and such staff shall be responsible for coordinating, expediting, and controlling all aspects to assure completion of the Services. Contractor shall use industry best practices and procedures when carrying out the Services.

B. Contractor shall promptly respond to any and all emergencies or problems related to the Facilities or District property, and shall report to the District Manager all known problems related to the Facilities or District property within seventy-two (72) hours.

C. Costs incurred by Contractor due to emergencies or at the written direction of the District shall be reimbursed to Contractor at cost. Such reimbursements shall be paid only in accordance with receipts for such costs provided to the District by Contractor.

D. Contractor shall provide, at no additional cost to the District, company uniforms to all personnel providing the Services. Contractor understands and agrees that office supplies shall be provided by the District in an amount not to exceed the District's adopted budget for such items, and should additional office supplies be needed, Contractor shall submit a written request to the District, and the District may approve or deny such request in its sole discretion.

E. Contractor shall obtain a minimum of three (3) competitive bids (if possible) on any recommended capital improvements in the future.

F. Patrons of the Facility shall pay the applicable hourly rate for temporary staffing services, such as after-hours private birthday parties and private facility rentals, the total price for which shall be due to Contractor prior to the commencement of such services.

G. The District shall be responsible for all normal operating expenses of its day-to-day operation. These include, but are not limited to, shipping and postage

expenses, utilities, office set up and equipment expenses, and mileage reimbursement expenses for District business and duties consistent with the District's policies and procedures.

H. Unless the District expressly directs otherwise in writing, Contractor, at the District's expense, shall timely apply for, obtain, and maintain all applicable permits, licenses, certifications, consents, and other approvals for the Services to be provided hereunder and from all governmental agencies which have jurisdiction over such services. Contractor, by applying for such permits, licenses, certifications, consents, and other approvals, does not in any way guarantee the approval of such applications. In the event an applicable permit, license, certification, consent, or other approval is not obtained for a particular Service, or a permit, license, certificate, consent, or other approval necessary for a particular Service is rescinded or revoked, Contractor shall immediately notify the District and shall not provide, and shall immediately abate the provision of, that Service.

I. Contractor and its personnel shall be familiar with, and comply with, all rules and policies (together, "**Amenities Rules**") adopted by the District relating to the Facility and provided to Contractor, and further shall ensure that all persons using the Facility are informed with respect to the Amenities Rules and ensure that said persons conform therewith. Contractor has the authority to have patrons, guests, and others who are failing to comply with the Amenities Rules removed from the Facility only to the extent such authorization is set forth in the Amenities Rules and only to the extent Contractor acts in a manner consistent with the Amenities Rules. Such incidents shall be reported promptly to the District.

J. Contractor shall provide assistance in managing and administering the District's website and newsletters to ensure prompt, convenient and accurate information is published at no additional charge to the District.

K. At the discretion of the District, Contractor may be provided and use a District-issued debit card and/or credit card to make purchases on behalf of the District for District-related business, within certain purchase limits defined by the District. If the District shall prefer instead to have Contractor make such purchases and then seek reimbursement by the District, the District agrees to reimburse Contractor for any sales taxes levied on such purchases.

L. Every attempt shall be made by Contractor to conduct periodic training and development of the on-site Contractor employees while on the District's property; however, on some occasions an employee may need to leave for training, appropriate certification classes, etc. that are conducted elsewhere besides on the District's property. Such absences shall be conducted in a manner that results in minimal-to-no impact on Contractor's day-to-day management of the District's amenities. Should such absences result in a shift not being covered by other Contractor staff, Contractor shall provide a commensurate credit to the District as further provided herein.

M. Contractor's on-site employees shall earn appropriate Paid Time Off ("**PTO**") benefits (such as vacation and "sick time") from Contractor, consistent with Contractor's standard policies and industry norms. Contractor shall ensure that appropriate operational support shall be provided to its on-site staff in the absence of the on-site Coordinator who is utilizing his or her PTO benefits. This shall be accomplished by Contractor's scheduling of appropriately trained and supervised on-site staff and every attempt shall be made by Contractor to adequately cover such absences.

N. In the event of an unexpected or unforeseen absence by on-site staff, every attempt shall be made by Contractor to provide alternate staffing and avoid any disruption of its amenity management services. However, staffing replacements cannot be reasonably guaranteed in each and every instance, due to either a lack of prior notice being provided to Contractor management and/or a lack of availability of suitable, local staffing substitutes. Should such absences result in a shift not being covered by other Contractor staff, Contractor shall provide a commensurate credit to the District as further provided herein.

O. The District agrees that during the term of this Agreement and for a period of one (1) year following the termination of this Agreement by Contractor without cause or expiration of this Agreement, the District will not solicit for hire any "**Protected Person**." A Protected Person shall mean an individual employed by Contractor to provide the Services to the District, including without limitation, the local manager and support staff, corporate representatives of Contractor, and other Contractor employees who supervise the operation of the District.

6. INDEPENDENT CONTRACTOR. In all matters relating to this Agreement, Contractor shall be acting as an independent contractor. Neither Contractor nor employees of Contractor, including lifeguards, if there are any, are employees of the District under the meaning or application of any Federal or State Unemployment or Insurance Laws or Old Age Laws or otherwise. Contractor agrees to assume all liabilities or obligations imposed by any one or more of such laws with respect to employees of Contractor, if there are any, in the performance of this Agreement. Contractor shall not have any authority to assume or create any obligation, express or implied, on behalf of the District and Contractor shall have no authority to represent the District as an agent, employee, or in any other capacity, unless otherwise set forth in this Agreement.

In particular, the District will not: i) Withhold FICA (Social Security) from Contractor's payments; ii) Make state or federal unemployment insurance contributions on Contractor's behalf; iii) Withhold state or federal income tax from payment to Contractor; iv) Make disability insurance contributions on behalf of Contractor; or v) Obtain workers' compensation insurance on behalf of Contractor.

7. COMMUNITY PROGRAMMING; SHARING OF REVENUES. Specialty Services as described in **Exhibit A** shall be reasonably priced, with the objective of maximizing patron participation. The participants of these Specialty Services programs shall be charged directly by Contractor (or its subcontractors) for such Specialty Services. The District shall be entitled to ten

percent (10%) of all net program revenues for Specialty Services performed by Contractor and ten percent (10%) of all gross program revenues for Specialty Services performed by third-party vendors. The sharing of revenues contemplated in this paragraph is conditioned upon Contractor having the exclusive right to offer such Specialty Services at the Facility during the term of this Agreement, in accordance with District rules and policies. In the event that Contractor elects to use a third-party provider, Contractor shall ensure that a contract, in the form attached hereto as **Exhibit D**, is executed and in force between Contractor and any subcontractor. Notwithstanding anything to the contrary herein, Contractor shall be responsible for all acts or omissions of any subcontractor retained by Contractor pursuant to the terms of the Agreement, to the same extent as Contractor is responsible for its own acts or omissions. Further, the District reserves the right to require Contractor to replace any subcontractor for any or no reason.

8. CARE OF THE PROPERTY.

A. Contractor shall use all due care to protect the property of the District, its patrons, landowners and authorized guests from damage by Contractor or its employees or agents. Contractor shall timely notify the District of any known hazards or patent defects of the Facilities, ensure that such hazards or defects are isolated from Facility patrons for the avoidance of harm, and, when approved in writing by the District, coordinate the repair of such hazards or defects with qualified third parties. Contractor agrees to repair any damage resulting from the Services within five (5) business days. Any such repairs shall be at Contractor's sole expense, unless otherwise agreed, in writing, by the District.

B. Contractor shall promptly respond to any and all known emergencies related to the Facilities within twenty-four (24) hours and shall report to the District Manager all known problems related to the Facilities within seventy-two (72) hours. Costs incurred by Contractor due to emergencies or at the written direction of the District shall be reimbursed to Contractor at cost. Such reimbursements shall be paid only in accordance with receipts for such costs provided to the District by Contractor. For purposes of this section, "emergency" shall mean a sudden unexpected turn of events (for example, acts of God, riot, fires, floods, hurricanes, accidents, or any circumstances or cause beyond the control of the District in the normal conduct of its business), where the delay of waiting for a board meeting would be detrimental to the interests of the District. This includes, but is not limited to, instances where delay will likely cause significant damage to property or property loss or will create an undue hardship on the public health, safety, or welfare.

C. The District shall be responsible for the provision, cost, design, condition, safety, and specialized inspection, specialized maintenance and specialized repair of the systems, equipment and related facilities necessary for the Facilities to be operated in a manner consistent with a commercially reasonable duty of care towards Facilities patrons. Such systems, equipment and related facilities shall be defined as the "Building Systems." To the extent such systems are present within the Facilities, Building Systems include but are not limited to: first aid apparatus, ADA structural disability accommodations, code and regulatory compliance, slip resistant flooring in wet areas,

AEDs, lifeguards, furnishings, heating, ventilation, air conditioning, water, steam rooms, ceiling tiles and lights, elevator, escalator, telephone, electrical, plumbing, sanitation, laundry, and kitchen. Building Systems may be located within or outside the confines of the Facilities. District acknowledges that Contractor has not been engaged, and is not qualified, to provide specialized inspection, specialized maintenance or specialized repair to the Building Systems, and, unless caused by Contractor, shall not be held liable for: latent defects, code violations or deficiencies of the Facility, Property or Building Systems; or for harm to or claims made by any third party that are caused by latent defects, code violations or deficiencies of the Facility, Property or Building Systems. Notwithstanding the foregoing and as further provided in Exhibit A, Contractor shall be responsible for routine, non-specialized inspection and maintenance of the Facility such as the changing of light bulbs, tightening of screws, plunging of drains, mopping and keeping a broom-clean condition, and cosmetic landscaping, and for overseeing and managing specialized inspection, specialized maintenance, and specialized repair contractors engaged by the District.

9. COMPLIANCE WITH GOVERNMENTAL REGULATIONS. In providing the Services, Contractor shall use approved and effective chemicals and cleaning agents in strict compliance with state and federal environmental guidelines. Further, Contractor shall take any action necessary to promptly comply with any and all orders or requirements affecting the Facilities placed thereon by any governmental authority having jurisdiction. However, Contractor shall not take any action under this paragraph if the District is contesting or has affirmed its intention to contest any such order or requirement. Contractor shall promptly and in no event within more than seventy-two (72) hours notify the District in writing of all such orders or requirements.

All personnel performing any of the Services hereunder shall be certified in accordance with all applicable Florida law and regulations and shall be in full compliance with all relevant federal, state, and local laws, regulations and rules, including but not limited to American Red Cross, or similar-industry accepted, CPR, AED and first aid training. Contractor shall provide the District with documentation demonstrating compliance with this section if requested. Should Contractor fail to comply, or to demonstrate compliance, the District may immediately terminate this Agreement for cause. The Contractor shall be permitted to conduct all necessary training and certification classes, utilizing the District's Facilities, so long as it does not interfere with other contracted or scheduled events

10. INVESTIGATION AND REPORT OF ACCIDENTS/CLAIMS. Contractor shall promptly and in no event within more than seventy-two (72) hours provide a written report as to all accidents, injuries or claims for damage relating to the Facilities or related to the Services, including any damage or destruction of property, and shall cooperate and make any and all reports required by any insurance company, law enforcement agency or the District in connection therewith, unless otherwise the District's Board of Supervisors ("Board") expressly gives written direction to Contractor.

11. TERMINATION. The District shall have the right to terminate this Agreement upon delivery of written notice to Contractor of a "Contractor Default", defined as a material violation of any term, condition, or provision of this Agreement by Contractor, when such

violation continues for a period of thirty (30) days following Contractor's receipt of a written notice from District (the "Contractor Cure Period") setting forth the basis of District's assertion of a violation and the manner in which said violation may be cured within the Cure Period. After Year 1, District shall have the right to terminate this Agreement upon ninety (90) days' written notice without cause. Contractor shall have the right to terminate this Agreement upon delivery of written notice to District of a "District Default", defined as a material violation of any term, condition, or provision of this Agreement by District, when such violation continues for a period of thirty (30) days following District's receipt of a written notice from District (the "District Cure Period") setting forth the basis of Contractor's assertion of a violation and the manner in which said violation may be cured within the District Cure Period. In the event either Party terminates this Agreement, Contractor agrees to accept the balance due and owing on the effective date of the termination for the work performed up to that date. Upon termination, the Parties shall account to each other with respect to all matters outstanding as of the date of termination.

12. INSURANCE.

A. Contractor shall maintain throughout the term of this Agreement the following insurance:

(i) Workers' Compensation Insurance in accordance with the laws of the State of Florida.

(ii) Commercial General Liability Insurance covering the Facilities and operations with limits of $1,000,000 (one million dollars) applicable to bodily injury, sickness, or death in any one occurrence and $1,000,000 (one million dollars) for loss or damage to property in any one occurrence.

(iii) Employer's Liability Coverage with limits of $250,000 (two hundred fifty thousand dollars).

(iv) Professional Liability Insurance with limits of $1,000,000 (one million dollars).

(v)Auto Liability Insurance (all automobiles, owned, hired, or non-owned used in performance of the Agreement) with limits of $1,000,000 (one million dollars).

B. The policies of insurance of general liability and professional liability referenced above include Blanket Additional Insured coverage for parties named pursuant to a written contract. Accordingly, this Agreement hereby names the District, its staff, consultants and supervisors as additional insureds. Coverage for additional insured shall apply as primary and non-contributing insurance before any other insure or self insurance, including any deductible, maintained by or provided to the additional insured. Contractor shall furnish the District with the Certificate of Insurance evidencing compliance with this requirement. No certificate shall be acceptable to the District unless

it provides that any change or termination within the policy periods of the insurance coverages, as certified, shall not be effective within thirty (30) days of prior written notice to the District. Insurance coverage shall be from a reputable insurance carrier, licensed to conduct business in the State of Florida, and such carrier shall have a Best's Insurance Reports rating of at least A-VII.

C. If Contractor fails to have secured and maintained the required insurance, the District has the right but not the obligation to secure such required insurance in which event Contractor shall pay the cost for that required insurance and shall furnish, upon demand, all information that may be required in connection with the District's obtaining the required insurance.

13. INDEMNIFICATION.

A. Obligations under this paragraph shall include the payment of all settlements, judgments, damages, liquidated damages, penalties, fines, forfeitures, back pay awards, court costs, arbitration and/or mediation costs, litigation expenses, attorneys' fees, paralegal fees (incurred in court, out of court, on appeal, or in bankruptcy proceedings), any interests or expenses all as actually incurred.

B. Contractor shall defend, indemnify, save and hold the District, and its supervisors, staff, and assigns ("District Indemnitees") harmless from all loss, damage, injury or any other claims, including all judgments, liens, liabilities, debts and obligations resulting from, arising out of, wholly or in part by, the acts or omissions of Contractor's officers, directors, agents, assigns or employees.

C. For purposes of this section, "acts or omissions" on the part of Contractor's officers, directors, agents, assigns or employees includes, but is not limited to, the operation and management of the Facilities in a manner that would require a permit, license, certification, consent, or other approval from any governmental agency which has jurisdiction over the operation and management of the Facilities, unless such permit, license, certification, consent, or other approval is first obtained by the Board or the Board has expressly directed Contractor in writing not to obtain, or fails to execute such permit license, certification, consent, or other approval.

D. To the extent allowed by applicable law (and only to the extent of the limitations set forth in Section 768.28 Florida Statutes), the District shall defend, indemnify, save and hold harmless Contractor and its supervisors, staff, and assigns ("Contractor Indemnitees") harmless from loss, damage, injury or any other claims, including all judgments, liens, liabilities, debts and obligations resulting from, arising out of, wholly or in part by the condition of the Building Systems or Facilities, except to the extent that such condition was caused by Contractor.

E. The indemnification rights herein contained shall be cumulative of, and in addition to, any and all rights, remedies and recourse to which the parties shall be entitled, whether pursuant to some other provision of this Agreement, at law, or in equity.

The provisions of this Section 12 shall survive the termination or expiration of this Agreement.

14. DEFAULT AND PROTECTION AGAINST THIRD PARTY INTERFERENCE. A default by either party under this Agreement shall entitle the other to all remedies available at law or in equity, which may include, but not be limited to, the right of damages, injunctive relief, and/or specific performance. The District shall be solely responsible for enforcing its rights under this Agreement against any interfering third party. Nothing contained herein shall limit or impair the District's right to protect its rights from interference by a third party to this Agreement.

15. ENFORCEMENT OF AGREEMENT. In the event that either the District or Contractor is required to enforce this Agreement by court proceedings or otherwise, then the substantially prevailing party shall be entitled to recover all fees and costs incurred, including reasonable attorneys' fees, paralegal fees and expert witness fees and costs for trial, alternative dispute resolution, or appellate proceedings. The provisions of this Section shall survive termination of this Agreement.

16. ENTIRE AGREEMENT. This instrument, together with its attachments, shall constitute the final and complete expression of the agreement between the Parties hereto relating to the subject matter of this Agreement. In the event of any conflict between this Agreement and its Exhibits, this Agreement shall control.

17. AMENDMENTS. Amendments to and waivers of the provisions contained in this Agreement may be made only by an instrument in writing which is executed by both Parties hereto.

18. AUTHORIZATION. The execution of this Agreement has been duly authorized by the appropriate body or official of both Parties hereto, both Parties have complied with all the requirements of law, and both Parties have full power and authority to comply with the terms and provisions of this Agreement.

19. NOTICES. All notices, requests, consents, and other communications under this Agreement ("Notice" or "Notices") shall be in writing and shall be delivered, mailed by Overnight Delivery or First Class Mail, postage prepaid, to the Parties, as follows:

A. If to Contractor: WTS International, LLC
3200 Tower Oaks Blvd., Suite 400
Rockville, MD 20852
Attn: Barry Goldstein, CEO

B. If to District: Lakeside Plantation Community Development District
219 E. Livingston St.
Orlando, FL 32801
Attn: District Manager

With a copy to: Kutak Rock LLP
P.O. Box 10230
Tallahassee, Florida 32302
Attn: Sarah R. Sandy

Except as otherwise provided in this Agreement, any Notice shall be deemed received only upon actual delivery at the address set forth above. Notices delivered after 5:00 p.m. (at the place of delivery) or on a non-business day, shall be deemed received on the next business day. If any time for giving Notice contained in this Agreement would otherwise expire on a non-business day, the Notice period shall be extended to the next succeeding business day. Saturdays, Sundays, and legal holidays recognized by the United States government shall not be regarded as business days. Counsel for the District and counsel for Contractor may deliver Notice on behalf of the District and Contractor. Any Party or other person to whom Notices are to be sent or copied may notify the other parties and addressees of any change in name or address to which Notices shall be sent by providing the same on five (5) days' written notice to the Parties and addressees set forth herein.

20. THIRD PARTY BENEFICIARIES. This Agreement is solely for the benefit of the Parties hereto, and no right or cause of action shall accrue upon or by reason of or for the benefit of any third party not a formal party to this Agreement. Nothing in this Agreement expressed or implied is intended or shall be construed to confer upon any person or corporation or other entity other than the Parties hereto any right, remedy, or claim under or by reason of this Agreement or any of the provisions or conditions of this Agreement; and all of the provisions, representations, covenants, and conditions contained in this Agreement shall inure to the sole benefit of and shall be binding upon the District and Contractor and their respective representatives, successors, and assigns.

21. ASSIGNMENT. Neither the District nor Contractor may assign this Agreement or any monies to become due hereunder without the prior written approval of the other. Any purported assignment without such written approval shall be null and void.

22. CONTROLLING LAW AND VENUE. This Agreement and the provisions contained in this Agreement shall be construed, interpreted, and controlled according to the laws of the State of Florida. The Parties agree that the exclusive venue for any action arising hereunder shall be in a court of appropriate jurisdiction in Sarasota County, Florida.

23. PUBLIC RECORDS. Contractor understands and agrees that all documents of any kind provided to the District in connection with this Agreement may be public records, and, accordingly, Contractor agrees to comply with all applicable provisions of Florida law in handling such records, including but not limited to section 119.0701, *Florida Statutes*. Contractor acknowledges that the designated public records custodian for the District is **Tricia Adams** ("**Public Records Custodian**"). Among other requirements and to the extent applicable by law, the Contractor shall 1) keep and maintain public records required by the District to perform the service; 2) upon request by the Public Records Custodian, provide the District with the requested public records or allow the records to be inspected or copied within a reasonable time period at a cost that does not exceed the cost provided in Chapter 119, *Florida Statutes*; 3)

ensure that public records which are exempt or confidential, and exempt from public records disclosure requirements, are not disclosed except as authorized by law for the duration of the contract term and following the contract term if the Contractor does not transfer the records to the Public Records Custodian of the District; and 4) upon completion of the contract, transfer to the District, at no cost, all public records in Contractor's possession or, alternatively, keep, maintain and meet all applicable requirements for retaining public records pursuant to Florida laws. When such public records are transferred by the Contractor, the Contractor shall destroy any duplicate public records that are exempt or confidential and exempt from public records disclosure requirements. All records stored electronically must be provided to the District in a format that is compatible with Microsoft Word or Adobe PDF formats.

IF THE CONTRACTOR HAS QUESTIONS REGARDING THE APPLICATION OF CHAPTER 119, *FLORIDA STATUTES*, TO THE CONTRACTOR'S DUTY TO PROVIDE PUBLIC RECORDS RELATING TO THIS CONTRACT, CONTACT THE CUSTODIAN OF PUBLIC RECORDS AT (407) 841-5524, TADAMS@GMSCFL.COM, OR AT 219 E. LIVINGSTON ST., ORLANDO, FLORIDA 32801.

24. SEVERABILITY. The invalidity or unenforceability of any one or more provisions of this Agreement shall not affect the validity or enforceability of the remaining portions of this Agreement or any part of this Agreement not held to be invalid or unenforceable.

25. HEADINGS FOR CONVENIENCE ONLY. The descriptive headings in this Agreement are for convenience only and shall not control or affect the meaning or construction of any of the provisions of this Agreement.

26. COUNTERPARTS. This Agreement may be executed in any number of counterparts, each of which when executed and delivered shall be an original; however, all such counterparts together shall constitute but one and the same instrument.

27. NEGOTIATION AT ARM'S LENGTH. This Agreement has been negotiated fully between the Parties as an arm's length transaction. The Parties participated fully in the preparation of this Agreement and received, or had the opportunity to receive, the advice of counsel. In the case of a dispute concerning the interpretation of any provision of this Agreement, all Parties are deemed to have drafted, chosen, and selected the language, and the doubtful language will not be interpreted or construed against any party.

28. LIMITATIONS ON GOVERNMENTAL LIABILITY. Nothing in this Agreement shall be deemed as a waiver of immunity, release, or limits of liability of the District beyond any statutory limited waiver of immunity or limits of liability which may have been adopted by the Florida Legislature in section 768.28, Florida Statutes, or other statute or law, and nothing in this Agreement shall inure to the benefit of any third party for the purpose of allowing any claim which would otherwise be barred under the Doctrine of Sovereign Immunity or by operation of law.

29. SCRUTINIZED COMPANIES STATEMENT. Contractor certifies that it is not in violation of section 287.135, *Florida Statutes*, and is not prohibited from doing business with the District under Florida law, including but not limited to Scrutinized Companies with Activities in Sudan List or Scrutinized Companies with Activities in the Iran Petroleum Energy Sector List. If Contractor is found to have submitted a false statement, has been placed on the Scrutinized Companies with Activities in Sudan List or the Scrutinized Companies with Activities in the Iran Petroleum Energy Sector List, or has been engaged in business operations in Cuba or Syria, or is now or in the future on the Scrutinized Companies that Boycott Israel List, or engaged in a boycott of Israel, the District may immediately terminate the Contract.

30. E-VERIFY. The Contractor shall comply with and perform all applicable provisions of Section 448.095, Florida Statutes. Accordingly, to the extent required by Florida Statute, Contractor shall register with and use the United States Department of Homeland Security's E-Verify system to verify the work authorization status of all newly hired employees. The District may terminate this Agreement immediately for cause if there is a good faith belief that the Contractor has knowingly violated Section 448.091, Florida Statutes. By entering into this Agreement, the Contractor represents that no public employer has terminated a contract with the Contractor under Section 448.095(2)(c), Florida Statutes, within the year immediately preceding the date of this Agreement.

31. COMPLIANCE WITH SECTION 20.055, *FLORIDA STATUTES*. The Contractor agrees to comply with Section 20.055(5), *Florida Statutes*, to cooperate with the inspector general in any investigation, audit, inspection, review, or hearing pursuant such section and to incorporate in all subcontracts the obligation to comply with Section 20.055(5), *Florida Statutes*.

[*Signatures on next page*]

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IN WITNESS WHEREOF, the Parties execute this Agreement the day and year first written above.

ATTEST:

Secretary/Assistant Secretary

LAKESIDE PLANTATION COMMUNITY DEVELOPMENT DISTRICT

Chairperson, Board of Supervisors

WITNESS:

Witness

Print Name of Witness

WTS INTERNATIONAL, LLC
A District of Columbia Limited Liability Company

DocuSigned by:
Barry Goldstein
97361100AE08476...

By: Barry Goldstein

Its: CEO

Exhibit A: Scope of Services
Exhibit B: Job Description and Schedule
Exhibit C: Fee Schedule
Exhibit D: Subcontract or Agreement for Program Services

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EXHIBIT A

SCOPE OF SERVICES

The Contractor shall provide On-site Amenity Management Services for the District.

1. GENERAL

1.1. General Overview

Lakeside Plantation Community Development District (the "**District**" or "**Owner**"), located in Sarasota County, is a master planned community with amenities such as a community clubhouse, swimming pool, fitness center, billiard room, bocce court, pickleball/basketball court, playground, tennis court, and sidewalks throughout the community.

1.2. Community Development Districts (CDD) Development

The District is an independent unit of local government created and established in accordance with the Act. The Act was enacted in 1980 and is provided for in Florida Statutes Chapter 190. It provides a uniform method for the establishment of independent districts to manage and finance basic community development district services.

2. GENERAL CONTRACTOR REQUIREMENTS AND PROCEDURES

The Contractor shall meet the requirements and follow the procedures associated with all items in this Agreement. These general requirements and procedures are as follows:

2.1. Operation Procedures

The Contractor shall perform the basic services outlined within the Scope of Services at the hours and days requested by the Owner.

2.2. Key Personnel

All Work shall be managed and/or directed by key personnel identified in the proposal. Where applicable, the Contractor shall require certifications, training, etc. be secured and updated for all employees. Contractor shall provide one (1) Community Director/Amenity Manager who is knowledgeable of the Contractor's daily activities when performed at the site. This Director shall serve as the point of contact between the Owner and Contractor. The Director shall be responsible for coordinating all scheduled services with the Owner. The Director shall be responsible for overseeing all amenity management administrative, maintenance, and recreational personnel, security attendants, landscape and pond maintenance contracts. Should a problem arise, the Community Director shall present the problem to the Owner for direction.

2.2.1. The Contractor shall provide staff for the following responsibilities:

Community Director/Amenity Manager, Office Management Staff, Lifestyle & Communications Staff, Tennis Personnel, and Maintenance Personnel

2.2.2. Contractor's duties

In addition to the responsibilities found in section 4 of this scope of services, the following duties are required of the Contractor:

Tactfully communicate with residents regarding issues handled by the Contractor

Investigate and resolve complaints and concerns from residents

Understand and ensure compliance with federal, state and local legislation relevant to Community Development District and planned communities

Assume responsibility for operations and routine maintenance of all amenities including, but not limited to community pool and spa, playground, fitness center, bocce court, tennis courts, pickleball/basketball court, billiard room, library and clubhouse

Assume responsibility for operations and routine maintenance of all common areas, sidewalks, fountains, parking areas, and storage areas

Assume responsibility for management of the security contract for common areas, parking areas, storage areas, amenities and clubhouse

All aspects of the product and supply ordering process in order to maintain all supplies at a proper level

Attend and speak at new resident orientation meetings or other community information meetings

Facilitate staff meetings to discuss upcoming events, District policies, personnel development and pertinent issues

Maintain contact with the Owner on an as needed basis

Coordinate all scheduled services with the Owner

Oversee the janitorial and specialized maintenance of clubhouse and amenities

Oversee and manage the landscape and pond maintenance contracts

Implement and maintain a safety program for the staff and residents

Deliver by mail or electronic mail all records to Owner

Gather feedback from residents and guests and create improvement plans based on feedback

Ensure accurate records (such as incident reports, accident reports, maintenance records) are maintained for insurance purposes

Oversee, manage, train and develop amenity management, recreational, and maintenance/janitorial personnel

Oversee all aspects of room rental process, including scheduling and planning, working with clients, drafting contracts, collecting fees, and gathering feedback from events

Oversee all aspects of tennis membership program including gathering fees, maintaining records, court scheduling, and promoting compliance with tennis policies

Work closely with resident organizations and volunteers for the planning and executing of social events

Interview and hire for certain recreational vendors or programs

Process all accounts payable and accounts receivable associated with District services

Layout, design and maintain tickets, seating charts and other activities materials as needed

Maintain promotional flyers and registrations at Club Office

Facilitate electronic news messages and electronic newsletters

Continuously monitor the facilities and amenities. Document and report incidents to the Owner

Maintain an online resident directory

Promote voluntary compliance with District policies. Facilitate progressive discipline for those who fail to abide by District policies

2.3. Personnel Dress Code

The Contractor shall ensure that employees working on the Project shall wear uniforms or professional attire at all times. Clothing that expresses or implies obscene language or graphics, degrading or demeaning connotations, or in the opinion of the Owner is unsightly for any reason, shall be strictly prohibited. Contractor personnel shall wear proper attire at all times and shall wear footwear that conforms to safe work practices.

2.4. Personnel Conduct

The Contractor shall enforce strict discipline and good order among its employees on the Project site. The Contractor shall ensure that its employees communicate and interact with the Lakeside

Plantation community and any other customer/party associated with the Lakeside Plantation Project are knowledgeable of the Project and the Services the Contractor is performing.

2.5. Safety Program

The Contractor shall develop, implement, and maintain a safety program for its operations on the Project. That safety program shall include, at a minimum, a safety policy, safety rules, safety training, safety evaluations, safety operations, and procedures for accident investigations, providing and maintaining equipment safety features, and safety record keeping. It is mandatory all employees have adequate safety knowledge and demonstrate ability to abide by and promote the safety program.

2.6. Facility Location

The Owner shall only provide office space on the Project site for the Contractor as part of this Scope of Services.

2.7. Document Control and Data Maintenance

Administrator's Records

The Contractor shall keep accurate records of all incidences that occur while on duty, documents received, and if applicable, issued by this Contractor. The Contractor shall keep records of important passwords, vendor directory, maintenance checklists and other documentation important to the day to day operation of the District.

2.8. Liability Insurance

Contractor shall, throughout the performance of its Services pursuant to this Agreement, maintain: Occurrence basis comprehensive general liability insurance (including a broad form contractual coverage) with minimum limits of $1,000,000.00 respectively, protecting it and Owner from claims for bodily injury (including death) and property damage which may arise from or in connection with the performance of Contactor's Services from or out of any act or omission of Contractor, its officers, directors, agents, and employees.

3. COORDINATION

The Contractor shall provide coordination with the Owner for all items associated with the requirements of this Agreement.

3.1. General Coordination

The Contractor shall meet with the Owner on a regular basis. The schedule will be determined by the Owner but will likely be monthly. Those meetings shall serve as a forum for the exchange of information, identification of pertinent and critical issues, determination of an action plan and schedule for resolving those issues, review of schedule, and budget status. The Contractor shall

prepare the agenda for those meetings and submit it to the Owner two (2) working days prior to the date of each meeting. The Contractor shall record and distribute minutes of each meeting to all attendees within five (5) business days, as needed. The Owner shall provide the meeting location which may be a virtual meeting format.

In addition, Contractor shall provide a representative to attend the community meeting of the Lakeside Plantation Board of Supervisors. This representative shall be knowledgeable of this Project Scope and Scope of Services and shall be able to respond to any questions the Board may have as to the day-to-day activities at the Project site pursuant to this Agreement; moreover, prepare status reports for the Board per the timeline provided by the District Manager's office.

3.2. Contractor's Community Director

Contractor shall designate a representative who will be responsible for overall supervision of the Contractor's work force on the Project and shall act as the single point of contact, on an as needed basis, between the Owner and the Contractor. This individual shall be responsible for overseeing all aspects of amenity management. The Community Director will supervise and facilitate vibrant resident lifestyle opportunities including an array of social, educational, recreational and wellness activities. High quality and timely communication with residents using electronic newsletter, electronic messaging, online resident directory and community meetings will be supervised by the Community Director. Maintaining a clean and safe environment and promoting compliance with District policies are of utmost importance. The Community Director is to ensure all staff and vendor efforts align with these goals.

4. SCHEDULED OPERATIONS

4.1. Activities

Contractor shall provide social, wellness, and entertainment activities on a weekly and monthly basis. The Contractor will be responsible for the research, production, scheduling, organization, promotion, and monitoring of a broad range of activities for the residents of the Lakeside Plantation community. At the end of each activity, the Contractor should gather feedback from participants. Contractor shall evaluate the effectiveness of each activity, compile, and implement improvement plans for future activities. The Contractor shall develop and design promotional flyers, seating charts and other materials for specific activities as needed. The Clubhouse Office will provide information, registration of activities and attend to the needs of residents. The Clubhouse Office staff should answer telephone calls, process incoming and outgoing mail and electronic mail for the community. A schedule of activities must be kept current for Lakeside Plantation and posted in proper locations within the community. There will be a monthly electronic calendar for the residents and included within the monthly electronic newsletter. Activity rooms will be scheduled, designed and setup prior to each activity. Staff should facilitate community meetings to present upcoming activities and community news. Staff should gather suggestions from residents for future activities and community improvements on a regular basis. Knowledge of the audio/video equipment is required; furthermore, training volunteers and staff to properly use the equipment is required. The Owner shall provide initial training of the audio/video equipment to the Contractor.

4.2. Events

The Contractor shall develop, schedule, promote, plan and facilitate all events for Lakeside Plantation. Events will include banquets, socials, parties, holiday activities, receptions, and other special events. At the end of each event, the Contractor should gather feedback and evaluate success of each event, staff and other resources; furthermore, compile, and implement improvement plans for future events. The Contractor shall develop and design promotional flyers, seating charts and other materials for special events as needed. Knowledge of the audio/video equipment in the clubhouse is required; furthermore, training volunteers and staff of the equipment is required. The Contractor will be responsible for ensuring that the Clubhouse and all amenities is secure and locked down on a nightly basis.

4.3. Clubhouse Availability

The Contractor will ensure that the Clubhouse will be open for residents and guests seven (7) days per week throughout the year, notwithstanding emergency situations. The Clubhouse Office will be closed on holidays including New Year's Day, Memorial Day, 4th of July, Labor Day, Thanksgiving and Christmas.

4.4. Online Resident Directory & District Website

The Lakeside Plantation online resident directory is the responsibility of the Contractor. The Contractor will supervise and maintain the content and technical aspects of the resident directory. The Contractor will assist with monitoring and updating the District website. The Owner shall provide initial training for the online directory to the Contractor.

4.5. Monthly Electronic Newsletter and Electronic Message Blasts

The Lakeside Plantation electronic monthly newsletter is the responsibility of the Contractor. The Contractor will supervise, design, edit, publish and maintain the content of the electronic newsletter. At all times the newsletter content should contain community amenity news, recreational programming information, community information, special events, and activities. In addition, the contractor is expected to maintain all the technical aspects of the newsletter while implementing new material, graphics and updating content. The Contractor must maintain a current mailing list of resident subscribers. A representative from the newsletter should attend community meetings, present ideas, share articles and attain information to be included in the newsletter. Electronic mail messages promoting activities, alerting residents to important maintenance news or other information that impacts residents at Lakeside Plantation will be sent as often as needed. All resident communications are expected to be free from grammar and spelling errors.

4.6. Community Meetings

The Contractor will schedule community information meetings. The purpose of these meetings is to highlight and outline the activities provided by Lakeside Plantation Community

Development District for the Lakeside Plantation residents. These meetings can also serve as an orientation time for new residents to the community. Contractor's staff should present activities and information about Lakeside Plantation, community events, and provide thorough and logical answers to resident questions. Representatives, when possible, should be available to present new programs within the community for residents to participate.

4.7. Contract Management

The Contractor will be solely responsible for managing the contracts of the Lakeside Plantation Community Development District to include the provision of security, pond maintenance, pool maintenance, landscape services and any other contract related to recreational services and maintenance at Lakeside Plantation Community Development District.

5. ADMINISTRATION/OPERATIONS

The Administration and Operations program shall be kept up-to-date at all times by the Contractor. Revisions to the document shall be indicated by footnote on the revised pages. Revisions shall be distributed by the Contractor to all document holders.

The Contractor shall prepare draft copies of the document for review and comment by the Owner within ten (10) calendar days of the notice to proceed with the Services.

5.1. Administration

5.1.1. The administrative section of the document shall, at a minimum, address those functions, which are the responsibility of the Contractor related to all administrative matters generally described in the Scope of Services and as outlined below. Organizational charts for administrative management functions include key personnel names, job titles, electronic mail addresses, and phone numbers.

5.2. Policies and procedures related to the Contractor's program for communications with the Lakeside Plantation community relative to operations and customer service.

5.3. Personnel policies and procedures related to the Contractor's personnel performing services on the Lakeside Plantation site.

5.4. Maintenance Checklists including daily, weekly, monthly and annual maintenance requirements at Lakeside Plantation.

5.5. Hurricane and Severe Weather Preparedness Plan for community readiness.

5.6. Emergency Preparedness Plan to address natural or other disasters.

5.7. Vendor Directory including all necessary contact information for vendors providing supplies or services to the District.

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6. RESPONSE TIME

6.1. General

The Contractor shall provide services or a response to the request for service within five (5) days of receipt, except as provided below. The following is general response time information and requirements for the Emergency Response Program to be developed, implemented, and maintained by the Contractor.

6.2. General

The Contractor shall, on a timely and efficient basis, respond to any and all requests, and inspections, and observations, etc. stipulated in the Project Manual. The Contractor shall provide supervisory and operating personnel as required who shall be available on call 24 hours per day, 7 days per week to respond to emergency situations and attempt to correct any problems with any of the elements covered by this Agreement within a reasonable timeframe.

7. SPECIALTY SERVICES

Contractor may provide the following specialty services ("**Specialty Services**") consistent with Section 7 of the Agreement:

- Group Exercise Classes: including, but not limited to, instrutor lead exercise classes, yoga, bootcamp, small group training, mat pilates.
- Aquatic Programming: including, but not limited to, private swim lessons, group swim instruction, aqua classes.
- Speciality Sports Programs: including, but not limited to, instructional soccer programs, softball, baseball, tennis and pickleball activities and programs.
- Personal Training Instruction
- Arts & Crafts Programs: including, but not limited to, youth and adult craft classes, painting instruction.

END OF SCOPE OF SERVICES

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EXHIBIT B

Job Description and Schedule

Anticipated Staffing Structure:

Job Title	Hours per week	Designation
Amenity & Lifestyle Director	40	FT-Salaried
Resident Services Specialist Supervisor	40	FT-Hourly
Resident Services Specialist	40 in-season 35 off-season	2 PT-Hourly
USTPA Tennis Pro/Maintenance	As needed for lessons & court grooming	PT-Hourly for maintenance
Maintenance Supervisor	40	FT-Hourly

In Season is defined as November-March and off-season is defined as April-October.
Staffed hours for the amenity will consist of two seasons:

- In-Season (November-March): 68 total operating hours per week, allocated as follows:
  - Monday-Thursday 10am-9pm
  - Friday 10am-7pm
  - Saturday 10am-7pm
  - Sunday 12pm-6pm
- Off-Season (April-October): 63 total operating hours per week, allocated as follows:
  - Monday 10am-5pm
  - Tuesday-Saturday 10am-8pm
  - Sunday 12pm-6pm

Any reduction or expansion in total operating hours per week shall be implemented consistent with Section 3(D) and 3(E) of the Agreement, respectively.

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Exhibit C:
Fee Schedule

Year 1: $271,151.04 yearly
Year 2: $284,708.04 yearly
Year 3: $298,980.00 yearly
Year 4: $313,929.00 yearly

Yearly fees are inclusive of payroll costs associated with the staffing structure identified in **Exhibit B** and include uniform costs, employee screening costs, employee recruiting costs, employee training costs, health benefits for full-time employees, management fee, insurance coverage as identified within the Agreement, corporate travel expenses, program registration software and Director cell phone stipend.

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Exhibit D:
Subcontract or Agreement for Program Services

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SUBCONTRACTOR AGREEMENT FOR PROGRAM SERVICES

THIS AGREEMENT is made and entered into as of this _____ day of _____, 20__, by and between:

_____, a _____, whose address is _____ ("**Amenity Manager**"); and

_____, a _____, whose address is _____ ("**Contractor**").

RECITALS

WHEREAS, under contract with the Lakeside Plantation Community Development District ("**District**"), the Amenity Manager operates a community amenity center for the benefit of the community and the public; and

WHEREAS, the Amenity Manager desires to enter into a subcontract agreement with Contractor whereby Contractor will provide the following lessons, activities or programs ("**Services**"): _____; and

WHEREAS, Contractor represents that Contractor is qualified to provide the Services and desires to enter into an agreement with the Amenity Manager to do so in accordance with the terms and specifications in this Agreement;

NOW, THEREFORE, in consideration of the mutual covenants, promises and agreements contained herein and for other good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged by the parties hereto, the Amenity Manager and Contractor hereby agree as follows:

1. **Recitals.** The Recitals set forth above are true and correct and are incorporated herein as a material part of this Agreement.

2. **Duties.** The scope of Services, and schedule for the Services, are as set forth in **Exhibit A.** Contractor shall:

   a. Coordinate Services directly with Amenity Manager's representative, or his or her designee;

   b. Ensure that only District Patrons and Guests, within the meaning of the District's Amenity Rules & Policies, participate in the lessons, activities or programs offered as part of the Services;

   c. Shall abide by the District's Amenity Rules & Policies, and shall notify the Amenity Manager in the event that any Patron, Guest or other person fails to abide by the Amenity Rules & Policies;

   d. Maintain the area where the Services are provided during Contractor's use of the amenities, including, but not limited to, ensuring cleanliness and debris-free condition;

e. Be solely responsible for the means, manner, and methods by which its duties, obligations, and responsibilities are performed; and

f. Maintain all necessary licenses, permits and other authority to provide such Services.

The Contractor agrees that it has obtained, read and understood the District's Amenity Rules & Policies. Among other provisions, the Contractor recognizes that all persons participating in lessons, activities or programs offered by the Contractor must be District residents, individuals who have paid the District's annual user fees, or guests of the foregoing.

3. **Care of Property.** Contractor agrees to use all due care to protect the property of the District, its residents, and landowners from damage, and to require any participants in its lessons, activities or programs to do the same. The Contractor agrees that it shall assume responsibility for any and all damage to the District's facility or lands as a result of Contractor's use under this Agreement which may be attributable to events other than ordinary wear and tear. In the event that any damage to the District's facility or lands occurs, the Contractor shall promptly notify the Amenity Manager. The Contractor agrees that the Amenity Manager may make whatever arrangements necessary, in its sole discretion, to promptly make any such repairs as are necessary to preserve the health, safety, and welfare of the District's lands, facilities, residents and landowners. The Contractor agrees to reimburse the District for any such repairs within thirty (30) days of receipt of an invoice from the Amenity Manager and/or District reflecting the cost of the repairs made under this section.

4. **Use of Amenities.** Contractor understands and agrees that, at the Amenity Manager's option, the Contractor may not have exclusive use of the amenity area where the lesson, activity or program is being provided by the Contractor, and instead may have access to only an area designated by the Amenity Manager. Contractor shall be responsible for ensuring that its lesson, activity or program sizes do not exceed the capacity of the amenities, and shall timely provide class size information to the Amenity Manager to assist with this determination. Further, the District, through the Amenity Manager, reserves the right to cancel any lesson, activity or program with no or limited notice to Contractor and for any or no reason.

5. **Professional Judgment.** Contractor represents that it is qualified to provide the Services and has all applicable licenses, certifications and other regulatory approvals or qualifications, consistent with industry standards. For those offering swim instruction, Contractor further represents that Contractor has the certification(s) as provided in section 514.071, *Florida Statutes*. Contractor shall maintain all required licenses in effect and shall at all times exercise sound professional judgment in providing the Services, including taking precautions for the safety of the attendees and others at the amenities. All minors participating in any lessons, activities or programs shall only be with the consent of a parent or guardian. The District shall in no way be responsible for the safety of any participant or other person while using District facilities. All such participants shall execute the District's form waiver agreement, and the Contractor shall be responsible for ensuring that participants have executed the form.

6. **Compensation.** The compensation for the Services is as set forth in **Exhibit 1.** Collection of the fees for the Services is as described in **Exhibit 1.** Contractor agrees to keep accurate records of the Services it provides, including the number of attendees, as well as any fees collected (if any), and the Amenity Manager and/or District may audit such records at any time.

7. **Term.** Unless terminated pursuant to the terms of this Agreement, this Agreement shall commence upon the date first written above, shall continue through September 30, 20__, and shall automatically renew for one year periods ending September 30 of each year.

8. **Insurance.**

a. Contractor shall maintain throughout the term of this Agreement the following insurance:

i. Workers' Compensation Insurance in accordance with the laws of the State of Florida.

ii. Commercial General Liability Insurance with limits of $1,000,000 (one million dollars) applicable to bodily injury, sickness, or death in any one occurrence and $1,000,000 (one million dollars) for loss or damage to property in any one occurrence.

iii. Employer's Liability Coverage with limits of $250,000 (two hundred fifty thousand dollars).

iv. Professional Liability Insurance with limits of $1,000,000 (one million dollars).

b. The District and its staff, consultants, and supervisors shall be listed as certificate holders and additional insured parties on each such policy, and no policy may be canceled during the term of this Agreement without at least thirty (30) days' written notice to the District. Contractor shall furnish the District with the Certificate of Insurance evidencing compliance with this requirement.

9. **Indemnification.** Contractor agrees to defend, indemnify, and hold harmless the District and its supervisors, officers, agents, employees, successors, assigns, members, affiliates, or representatives from any and all liability, claims, actions, suits, liens, demands, costs, interest, expenses, damages, penalties, fines, judgments against the District, or loss or damage, whether monetary or otherwise, arising out of, wholly or in part by, or in connection with the Services to be performed by Contractor, its subcontractors, its employees and agents in connection with this Agreement, including litigation, mediation, arbitration, appellate, or settlement proceedings with respect thereto. Additionally, nothing in this Agreement requires Contractor to indemnify the District for the District's percentage of fault if the District is adjudged to be more than 50% at fault for any claims against the District and Contractor as jointly liable parties; however, Contractor shall indemnify the District for any and all percentage of fault attributable to Contractor for claims against the District, regardless whether the District is adjudged to be more or less than 50% at fault. Contractor further agrees that nothing herein shall constitute or be construed as a waiver of the District's limitations on liability contained in section 768.28, *Florida Statutes*, or other statute.

Obligations under this paragraph shall include the payment of all settlements, judgments, damages, liquidated damages, penalties, forfeitures, back pay awards, court costs, arbitration and/or mediation costs, litigation expenses, attorney fees and paralegal fees (incurred in court, out of court, on appeal, or in bankruptcy proceedings), any interest, expenses, damages, penalties, fines, or judgments against the District.

10. **Independent Contractor.** The Contractor shall serve as an independent contractor of the Amenity Manager.

11. **Taxes.** The Contractor is responsible for paying income tax and self-employment tax, and the Amenity Manager will not withhold taxes from any compensation paid hereunder. Amenity Manager and District shall not be obligated to pay, and shall be immediately reimbursed by Contractor if Amenity Manager or District does pay, any taxes, including penalties or interest charges, levied or assessed by reason of any failure of Contractor to comply with the agreement, applicable laws or governmental regulations, and Contractor's defense, indemnification and hold harmless obligations set forth in paragraph 9 above extend to, among other things (and without intending to limit paragraph 9 in any way), the payment of any and all such taxes, penalties and interest.

12. **Sovereign Immunity.** Contractor further agrees that nothing in this Agreement between the parties shall constitute or be construed as a waiver of the District's limitations on liability contained in section 768.28, *Florida Statutes*, or other statute or law.

13. **Enforcement.** In the event that either party is required to enforce this Agreement by court proceedings or otherwise, then the parties agree that the prevailing party shall be entitled to recover from the other all fees and costs incurred, including reasonable attorneys' fees and costs for trial, alternative dispute resolution, or appellate proceedings.

14. **Third-Party Rights.** The District shall have third-party rights to enforce the provisions of this Agreement.

15. **Amendments.** Amendments to and waivers of the provisions contained in this agreement may be made only by an instrument in writing which is executed by both of the parties to this agreement.

16. **Controlling Law.** This agreement and the provisions contained in this Agreement shall be construed, interpreted, and controlled according to the laws of the State of Florida.

17. **Assignment.** Neither the Amenity Manager nor the Contractor may assign this Agreement or any monies to become due hereunder without the prior written approval of the other.

18. **Merger.** This instrument shall constitute the final and complete expression of the agreement between the parties relating to the subject matter of this Agreement.

19. **Public Records.** All records relating to this Agreement may be public records, and the Contractor agrees to comply with Florida law governing public records, including by responding to requests from the District and/or Amenity Manager for such records, and, accordingly, Contractor agrees to comply with all applicable provisions of Florida law in handling such records, including but not limited to section 119.0701, *Florida Statutes*. Contractor acknowledges that the designated public records custodian for the District is George S. Flint ("Public Records Custodian"). Among other requirements and to the extent applicable by law, Contractor shall 1) keep and maintain public records required by the

District to perform the service; 2) upon request by the Public Records Custodian, provide the District with the requested public records or allow the records to be inspected or copied within a reasonable time period at a cost that does not exceed the cost provided in Chapter 119, *Florida Statutes*; 3) ensure that public records which are exempt or confidential, and exempt from public records disclosure requirements, are not disclosed except as authorized by law for the duration of the contract term and following the contract term if Contractor does not transfer the records to the Public Records Custodian of the District; and 4) upon completion of the contract, transfer to the District, at no cost, all public records in Contractor's possession or, alternatively, keep, maintain and meet all applicable requirements for retaining public records pursuant to Florida laws. When such public records are transferred by Contractor, Contractor shall destroy any duplicate public records that are exempt or confidential and exempt from public records disclosure requirements. All records stored electronically must be provided to the District in a format that is compatible with Microsoft Word or Adobe PDF formats.

IF THE CONTRACTOR HAS QUESTIONS REGARDING THE APPLICATION OF CHAPTER 119, *FLORIDA STATUTES*, TO THE CONTRACTOR'S DUTY TO PROVIDE PUBLIC RECORDS RELATING TO THIS CONTRACT, CONTACT THE CUSTODIAN OF PUBLIC RECORDS AT (407) 841-5524, TADAMS@GMSCFL.COM, OR AT 219 E. LIVINGSTON ST., ORLANDO, FLORIDA 32801.

20. **Notices.** All notices, requests, consents and other communications hereunder ("**Notices**") shall be in writing and shall be delivered, mailed by First Class Mail, postage prepaid, or telecopied to the parties, as follows:

If to Contractor: _____
_____
_____

If to Amenity Manager: _____
_____
_____

With copies to: Lakeside Plantation Community
Development District
219 E. Livingston St.
Orlando, Florida 32801
Attn: District Manager

Kutak Rock LLP
P.O. Box 10230
Tallahassee, Florida 32302

Attn: District Counsel

Except as otherwise provided in this Agreement, any Notice shall be deemed received only upon actual delivery at the address set forth above. Notices delivered after 5:00 p.m. (at the place of delivery) or on a non-business day shall be deemed received on the next business day. If any time for giving Notice contained in this Agreement would otherwise expire on a non-business day, the Notice period shall be

extended to the next succeeding business day. Saturdays, Sundays, and legal holidays recognized by the United States government shall not be regarded as business days. Counsel for each of the parties may deliver Notice on behalf of the party counsel represents. Any party or other person to whom Notices are to be sent or copied may notify the other party and addressees of any change in name or address to which Notices shall be sent by providing the same on five (5) days written notice to the party and addressees set forth herein.

21. **Termination.** This Agreement may be terminated immediately by the Amenity Manager for cause, or upon 30 days' written notice by either party for any or no reason. Contractor shall not be entitled to lost profits or any other damages of any kind resulting from any termination by the Amenity Manager, provided however that Contractor shall be entitled to payment for any work provided through the effective date of termination, subject to any offsets.

IN WITNESS WHEREOF, the parties hereto have executed this Agreement to be effective as of the day and year first written above.

_____

_____ _____

[Print Name of Witness] By: _____

_____

_____ _____

[Print Name of Witness] By: _____

ACKNOWLEDGED BY:

LAKESIDE PLANTATION COMMUNITY DEVELOPMENT DISTRICT

_____
District Manager

Exhibit 1: Scope, Schedule & Compensation

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Exhibit 1
Scope, Schedule & Compensation

Services & Compensation. The Contractor shall provide the following type of Services, with the compensation as follows:

	Lesson, Activity or Program	Permitted Fee to Patrons	Contractor Compensation
	Fitness Class (_____)		
	Yoga		
	Tennis Lesson		
	Swimming Lesson		
	_____		
	_____		

Collection of Fees. Collection of fees from Patrons shall be done as follows:

_____ Contractor shall directly collect any and all fees from Patrons, and remit any amounts above Contractor's compensation to the Amenity Manager; OR

_____ Patrons shall make payment directly to the Amenity Manager or through a third-party service (e.g., Pay Pal).

Schedule. The Contractor shall provide the Services on ___ an as needed basis at the request of the Amenity Manager OR ____ on the following schedule:

_____

_____

_____

_____

_____

Agreed to by Contractor: _____ (Initials)
Agreed to by Amenity Manager: _____ (Initials)
Date: _____

CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY): 11/12/2021

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).

PRODUCER	CONTACT NAME: Britany Nelson
HMS Insurance Associates, Inc. 20 Wight Ave Suite 300 Hunt Valley MD 21030	PHONE (A/C, No, Ext): 443-632-3389 FAX (A/C, No): 443-632-3493 E-MAIL ADDRESS: bnelson@hmsia.com

INSURED	WTSINTE-01
WTS International, LLC 3200 Tower Oaks Blvd Suite 400 Rockville MD 20852	

INSURER(S) AFFORDING COVERAGE	NAIC #
INSURER A : Travelers Property Casualty Co. of America	25674
INSURER B : The Burlington Insurance Company	23620
INSURER C : Beazley Insurance Co., Inc.	37540
INSURER D : Fireman's Fund Insurance Company	21873
INSURER E : The Phoenix Ins. Co.	25623
INSURER F : Evanston Insurance Company	35378

COVERAGES **CERTIFICATE NUMBER:** 832830153 **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 (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS	
A	X COMMERCIAL GENERAL LIABILITY CLAIMS-MADE [X] OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: X POLICY [ ] PRO-JECT [ ] LOC OTHER:			6303G773880TIL	10/1/2021	10/1/2022	EACH OCCURRENCE DAMAGE TO RENTED PREMISES (Ea occurrence) MED EXP (Any one person) PERSONAL & ADV INJURY GENERAL AGGREGATE PRODUCTS - COMP/OP AGG $	$ 1,000,000 $ 1,000,000 $ 10,000 $ 1,000,000 $ 10,000,000 $ 2,000,000 $
A	AUTOMOBILE LIABILITY X ANY AUTO OWNED AUTOS ONLY [ ] SCHEDULED AUTOS X HIRED AUTOS ONLY [X] NON-OWNED AUTOS ONLY			BA6N23658A	10/1/2021	10/1/2022	COMBINED SINGLE LIMIT (Ea accident) BODILY INJURY (Per person) BODILY INJURY (Per accident) PROPERTY DAMAGE (Per accident) $	$ 1,000,000 $ $ $ $
B F	[ ] UMBRELLA LIAB [X] OCCUR X EXCESS LIAB [ ] CLAIMS-MADE DED [X] RETENTION $ 0			600BE0-4202-01 MKLV7EUE100558	10/1/2021 10/1/2021	10/1/2022 10/1/2022	EACH OCCURRENCE AGGREGATE Excess Layer (5x5)	$ 5,000,000 $ 5,000,000 $ 5,000,000
E	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANYPROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) Y/N: N If yes, describe under DESCRIPTION OF OPERATIONS below	N / A		UB6N139625	10/1/2021	10/1/2022	X PER STATUTE [ ] OTH-ER E.L. EACH ACCIDENT E.L. DISEASE - EA EMPLOYEE E.L. DISEASE - POLICY LIMIT	 $ 1,000,000 $ 1,000,000 $ 1,000,000
D A C	Excess Liability $15M x $10M Liquor Liability Sexual Abuse/Molestation			USL014897213 6303G773880TIL W24A33200401	10/1/2021 10/1/2021 10/1/2021	10/1/2022 10/1/2022 10/1/2022	Ea/Agg Ea/$1,000,000 Agg/ Each Claim/Agg	15,000,000 10,000,000 5,000,000

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

Coverage: Medical/Spa Professional Liability, coverage included for Sexual Abuse/Molestation
Limit: $5,000,000 each claim/$5,000,000 aggregate
Deductible: $5,000
Blanket Additional Insured
Policy No.: W24A33200401
Effective: 10/01/21 - 10/01/22
Carrier: Beazley

See Attached...

CERTIFICATE HOLDER

Lakeside Plantation CDD
219 E. Livingston Street
Orlando FL 32801

CANCELLATION

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



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AGENCY CUSTOMER ID: WTSINTE-01

LOC #:

ADDITIONAL REMARKS SCHEDULE

AGENCY	NAMED INSURED
HMS Insurance Associates, Inc.	WTS International, LLC 3200 Tower Oaks Blvd Suite 400 Rockville MD 20852
POLICY NUMBER	
CARRIER / NAIC CODE	EFFECTIVE DATE:

ADDITIONAL REMARKS

THIS ADDITIONAL REMARKS FORM IS A SCHEDULE TO ACORD FORM,

FORM NUMBER: 25 FORM TITLE: CERTIFICATE OF LIABILITY INSURANCE

Coverage: Excess Professional Liability
Limit: $5,000,000
Policy No.: LHZ785050
Effective: 10/01/21 - 10/01/22
Carrier: Landmark American Insurance

Coverage: Consultants Professional Liability
Limit: $1,000,000
Deductible: $5,000
Blanket Additional Insured
Policy No.: W24A33200401
Effective: 10/01/21 - 10/01/22
Carrier: Beazley

General Liability: Additional Insured, on a Primary Non-Contributory basis, Ongoing Operations, Completed Ops, and a Waiver of Subrogation, when required by written contract or agreement with the named insured.
Excess Liability: Additional Insured, on a Primary Non-Contributory basis, Ongoing Ops, and Waiver of Subrogation, when required by written and executed contract with the named insured.
Auto Liability: Additional Insured, on a Primary Non-Contributory basis and Waiver of Subrogation, when required by written contract or agreement with the named insured.
Workers' Compensation: Waiver of Subrogation via form WC 00 03 13 00 01, when required by written contract executed prior to loss.

Insurance Verification

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SECTION C

SECTION 1

Lakeside Plantation CDD

FY 2024 - Operating Account

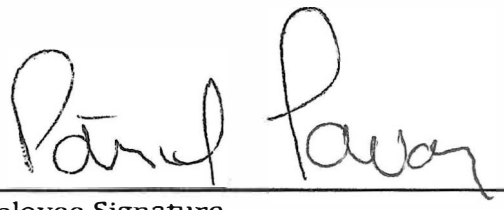
Reimbursement Request Form

GMS-Tampa, LLC
4530 Eagle Falls Place
Tampa, FL 33619

Employee Name: Patrick Lavoy

Date	Description
02/29/2024	Repair of pool pump motor

Total



Employee Signature

Manager Signature

Mader electric, inc.

6115 31st Street East
Bradenton, FL 34203
Phone· (941) 351-5858

INVOICE

fhvoice No.:	47531
Invoice Date:	2/29/2024

Sold To:	Ship To:
Lakeside Plantation CDD 2800 Planatation Blvd North Port, Fl 34289	Pick Up

Order	Order Date	Sales Rep	Ship Date
	2/29/2024	LLL	2/29/2024

Customer PO	PLAVOY	Project	J16884B EQ5

MOTOR HEADS N CONTROL GE
6115 31ST ST E
BRADENTON, FL. 34203-531
941-351-5858

Order	Ship	8/0	Item#	Description
				5HP EQ P MP, SN: D117808504-0007 RECONDiTON MOT6R & Pl
	1	0	Seal	PS360 Seal
	1	0	Bearing	6307ZZ Bearing
	1	0	Bearing	6204ZZ Bearing
	1	0	NON-STO...	BRAKE CLEANER
	4		Labor	LABOR

SALE

REF#: 00000001
Batch #: 085
02/29/24 08:02:11
APPR CODE: 867420
Trace: 1
AMEX
*******.. **1004

AMOUNT **$500.00**

APPROVED

X
VALUED CUSTOMER

AMERICAN EXPRESS
AID: A000000025010801
TVR: 00 00 00 80 00
TSI: ES 00

CAADHOLDn CKMOWLEDGIS RECEIPT Of GOODS AND/OR SERVICES IN THE AMOUNT OF TH!

Remit to:

Subtotal	$500.00
Sales Tax (7.0%)	$0.00
Total	$500.00

SECTION 2

WTS INTERNATIONAL

Check Request Form

Community Name: Lakeside Plantation CDD

Event: Gazebo Repair

Event Date:

Check Request Date: 4/4/24

CHECK PAYABLE TO:

Name: JOHN WHITMAN

Address: 1536 SCARLETT AVE

City, State, Zip: NORTH PORT FL 34289

Phone #: 330 803 8143

Check needed by date:

DESCRIPTION	AMOUNT
Home depot	98.414
Lowes	51.416
Home depot	446.88
TOTAL	$ 196.78-

Request made by: _____

THE HOME DEPOT

How doers get more done.

19690 COCHRAN BLVD.
PORT CHARLOTTE, FL 33948 (941)6250783

0201 00011 51182 03/10/24 11:20 AM
SALE CASHIER SUSAN

090489125530 BALUSTER <A>
2X2-36" PT SQUARE END BALUSTER
6@1.68 10.08
NLP Savings $1.20
9421901888114 1X4-6 PINE <A> 11.53
1X4-6FT SELECT PINE BOARD
9421901888169 1X6-6 PINE <A> 17.25
1X6-6FT SELECT PINE BOARD
070798005259 DAP LTX QT <A> 14.98
DAP PLASTIC WOOD QT LTX NAT WOODFILL
025056037909 11OZ WET-R-D <A>
TUBE WET-R-DRY ROOF CEMENT
4@3.98 15.92
052427005991 GORILASOZULT <A> 11.98
90Z GORILLA ULTIMATE CONSTRUCTION
070798184251 ALEXFD 10.1 <A> 5.28
ALEX FAST DRY WHITE 10.1 OZ
764666164529 2D1LB GLV RF <A> 4.98
2D 1" ELECTRO GALV ROOFING 1 LB

SUBTOTAL	92.00
SALES TAX	6.44
TOTAL	$98.44
XXXXXXXXXXXX8360 VISA	
	USD$ 98.44
AUTH CODE 03155D/711110	TA
Chip Read	
AID A0000000031010	VISA CREDIT

0201 03/10/24 11:20 AM

0201 11 51182 03/10/2024 3928

RETURN POLICY DEFINITIONS

	POLICY ID	DAYS	POLICY EXPIRES ON
A	1	90	06/08/2024

****
DID WE NAIL IT?

Take a short survey for a chance TO WIN
A $5,000 HOME DEPOT GIFT CARD

Opine en español

www.homedepot.com/survey

User ID: H89 102854 102664
PASSWORD: 24160 102653

Entries must be completed within 14 days of purchase. Entrants must be 18 or older to enter. See complete rules on website. No purchase necessary.

mylowe's Rewards

LEARN MORE AT LOWES.COM/MYLOWESREWARDS

LOWE'S HOME CENTERS, LLC
5601 TUSCOLA BOULEVARD
NORTH PORT, FL 34287 (941) 257-2200

- SALE -

SALES#: S2727RB2 1980760 TRANS#: 451115264 04-04-24

1408 1-2-8 NO.2 TC WHITEWOOD B 6.84
2 @ 3.42
12227 15/32 CAT BC PINE ULX EXT 41.25

SUBTOTAL:	48.09
TOTAL TAX:	3.37
INVOICE 90266 TOTAL:	51.46
DEBITVISA:	51.46
CHANGE:	0.00

DEBITVISA: XXXXXXXXXXXX7215 AMOUNT: 51.46 AUTHCD: 144064
CHIP REFID:272702266475 04/04/24 11:38:32

****
* SHARE YOUR FEEDBACK! *
* ENTER FOR A CHANCE TO BE *
* ONE OF FIVE $500 WINNERS DRAWN MONTHLY! *
* ¡ENTRE EN EL SORTEO MENSUAL *
* PARA SER UNO DE LOS CINCO GANADORES DE $500! *
* ENTER BY COMPLETING A SHORT SURVEY *
* WITHIN ONE WEEK AT: www.lowes.com/survey *
* Y O U R I D #902663 272740 953542 *
* NO PURCHASE NECESSARY TO ENTER OR WIN. *
* VOID WHERE PROHIBITED. MUST BE 18 OR OLDER TO ENTER. *
* OFFICIAL RULES & WINNERS AT: www.lowes.com/survey *
****

STORE: 2727 TERMINAL: 2 04/04/24 11:38:37

How doers get more done.

19690 COCHRAN BLVD.
PORT CHARLOTTE, FL 33948 (941)6250783

0201 00011 09016 03/22/24 08:03 AM
SALE CASHIER SYLVIA

855647003613 FS AERO WH <A> 14.98
FLEX SEAL 14 OZ. AEROSOL WHITE
078575175652 SS CLAMP <A> 3.38
#056 SS CLAMP 3"X4" DIA
764666732872 2DMT1 <A> 10.47
DECKMATE III, TAN, 2 IN, 1 LB
070798005259 DAP LTX QT <A> 14.98
DAP PLASTIC WOOD QT LTX NAT WOODFILL

SUBTOTAL 43.81
SALES TAX 3.07
TOTAL $46.88
XXXXXXXXXXXX8360 VISA
USD$ 46.88
AUTH CODE 00789D/5113656 TA
Chip Read
AID A0000000031010 VISA CREDIT

0201 03/22/24 08:03 AM

0201 11 09016 03/22/2024 2078

RETURN POLICY DEFINITIONS

	POLICY ID	DAYS	POLICY EXPIRES ON
A	1	90	06/20/2024

****
DID WE NAIL IT?

Take a short survey for a chance TO WIN
A $5,000 HOME DEPOT GIFT CARD

Opine en español

www.homedepot.com/survey

User ID: H89 18522 18332
PASSWORD: 24172 18321

Entries must be completed within 14 days of purchase. Entrants must be 18 or older to enter. See complete rules on website. No purchase necessary.

SECTION E

RESOLUTION 2024-05

A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE LAKESIDE PLANTATION COMMUNITY DEVELOPMENT DISTRICT CLASSIFYING SURPLUS TANGIBLE PERSONAL PROPERTY; AUTHORIZING DISPOSITION OF SURPLUS TANGIBLE PERSONAL PROPERTY PURSUANT TO F.S. § 274.06; PROVIDING A SEVERABILITY CLAUSE; AND PROVIDING AN EFFECTIVE DATE.

[FOR PROPERTY VALUED AT LESS THAN $5,000.00]

WHEREAS, the Lakeside Plantation Community Development District ("**District**") is a local unit of special-purpose government established pursuant to Chapter 190, *Florida Statutes*, for the purpose of providing, operating and maintaining infrastructure improvements, facilities and services to the lands within the District; and

WHEREAS, as such, the District is a governmental unit within the meaning of Chapter 274, *Florida Statutes* ("**Governmental Unit**"); and

WHEREAS, the District has purchased and owns certain furniture, equipment, and/or other personal property as listed in more detail in the attached **Exhibit A** ("**Surplus Property**"); and

WHEREAS, the District desires to classify the Property as surplus tangible personal property, and to determine that the Property is obsolete and that continued use of the Property is uneconomical, inefficient to maintain, and/or serves no useful function; and

WHEREAS, the District has considered the best interests of the District, and the value and condition of the Property, and

WHEREAS, the District desires to dispose of the Property for value to any person, or for value without bids to the state, to any Governmental Unit, or to any political subdivision as defined in Section 1.01, *Florida Statutes*; or, if neither sale nor donation can reasonably be accomplished, the District hereby determines that the Property is without commercial value and desires to destroy or abandon it, all in accordance with the provisions of Chapter 274, *Florida Statutes*; and

WHEREAS, the District believes that disposing of the Property in this fashion is the most efficient and cost-effective means of disposing of the Property; and

WHEREAS, the District has estimated the value of the respective pieces of Property to be less than Five Thousand Dollars ($5,000.00), or without commercial value; and

WHEREAS, the District believes that it is in its best interests to dispose of the Property in this fashion.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF SUPERVISORS OF THE LAKESIDE PLANTATION COMMUNITY DEVELOPMENT DISTRICT:

SECTION 1. INCORPORATION OF RECITALS. All of the representations, findings and determinations contained within the recitals stated above are recognized as true and accurate and are expressly incorporated into this Resolution.

SECTION 2. CLASSIFICATION OF SURPLUS TANGIBLE PERSONAL PROPERTY. The District hereby classifies the Property as surplus tangible personal property, and hereby determines that the continued use of the Property is uneconomical, inefficient to maintain, and/or serves no useful function.

SECTION 3. DISPOSITION OF SURPLUS TANGIBLE PERSONAL PROPERTY. The District hereby directs and authorizes staff to dispose of the Property for value to any person, or for value without bids to the state, to any Governmental Unit, or to any political subdivision as defined in Section 1.01, *Florida Statutes*; or, if sale cannot reasonably be accomplished, by donating, destroying or abandoning it, all in accordance with the provisions of Chapter 274, *Florida Statutes*. Staff may dispose of the respective pieces of Property to different persons, at different times. Although referenced jointly, it is the intent of the District to dispose of the Property separately to the extent it is in the best interest of the District.

SECTION 4. SEVERABILITY. The invalidity or unenforceability of any one or more provisions of this Resolution shall not affect the validity or enforceability of the remaining portions of this Resolution, or any part thereof.

SECTION 5. EFFECTIVE DATE. This Resolution shall take effect immediately upon the passage and adoption of this Resolution by the Board of Supervisors of the District.

PASSED AND ADOPTED this 25th day of April, 2024.

ATTEST:

LAKESIDE PLANTATION COMMUNITY DEVELOPMENT DISTRICT

_____
Secretary/Assistant Secretary

_____
Chairperson, Board of Supervisors

Exhibit A: Description of Surplus Property

Tennis Ball Machine [DISTRICT STAFF TO ADD DESCRIPTION OF SURPLUS PROPERTY, INCLUDING ANY PHOTOS & EST. VALUE]

MEMORANDUM

TO: Lakeside Plantation CDD Board of Supervisors

FROM: Sarah R. Sandy

DATE: April 18, 2024

RE: Disposal of Surplus Property

Summary

The District must use one of three (3) statutory provided methods when disposing of surplus property.

Explanation

The purpose of this memorandum is to provide the District guidance on which method of disposal to use for surplus property. Property may be classified as surplus if the District determines the property is obsolete or the continued use of the property is uneconomical or inefficient, or the property does not serve a useful function. Florida law provides Districts with two avenues for the disposal of surplus property – a procedure for offering the property to governmental units and nonprofits according to s. 274.05; and another, alternative procedure that is laid out in s. 274.06. The procedure for disposal under s. 274.05 is the same regardless of the surplus property's value (unlike s. 274.06, where the procedure changes if the surplus property is valued at $5,000.00 or more). If the District does not want to follow the procedure outlined in s. 274.05, it must utilize s. 274.06, which has a different procedure for property valued under $5,000.00 than it does for property that is valued at $5,000.00 or more. Thus, the District must use one of three (3) methods outlined herein when disposing of surplus property.

Method 1: Authorizing Disposition of Surplus Tangible Personal Property Per F.S. § 274.05

The District may want to use this method if it wants to offer the surplus property for sale or donation to governmental units or nonprofit agencies. The District can use this method to dispose of the surplus property if it has considered (i) the best interests of the District; (ii) the condition and value of the property; and (iii) the probability that the buyer or donee will want the property. The procedure is as follows: first, the surplus property must be offered to other governmental units within the county or District (such as schools) for sale or donation or to private 273.01 nonprofit agencies for sale or donation. *See* F.S. 273.01 for the definition of a 273.01 nonprofit:

> "private nonprofit agency" means a nonprofit charitable organization, no part of the net earnings of which inures or may lawfully inure to the benefit of any private shareholder or individual, which has been held to be tax-exempt under the provisions of s. 501 of the Internal Revenue Code of 1954, and which has as its principal mission:
>
> (a) Public health and welfare;
> (b) Education;
> (c) Environmental restoration and conservation;
> (d) Civil and human rights; or
> (e) The relief of human suffering and poverty.

SECTION G

SECTION 2

SECTION i

SŌLITUDE
LAKE MANAGEMENT

SUPERSEDE ANNUAL MAINTENANCE CONTRACT

CUSTOMER NAME: Lakeside Plantation CDD
SUBMITTED TO: Courtney Sears, manager@lakesideplantationcdd.com
CONTRACT EFFECTIVE DATE: May 1, 2024, through April 30, 2025
SUBMITTED BY: Liz Rocque, Business Development Consultant
SERVICES: Annual Pond Maintenance for ponds 1-19 including Littoral Areas, 28 visits per year

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

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

2. PAYMENT TERMS. The Annual Contract Price is **$15,588.00**. SOLitude shall invoice Customer **$1,299.00 per month.** for the Services to be provided under this Agreement. The term of this agreement is for a period of twelve (12) months, with payment invoiced on the first day of each month, reminding them that a contract payment is due by the end of that same month. The customer is obligated to pay each monthly contract payment per the terms of this contract, without any obligation on the part of SOLitude to invoice or send any other sort of reminder or notice. Due to the seasonality of these services, and the disproportionate amount of time and materials dedicated to providing these services during some times of the year as compared to others, based on the season, weather patterns, and other natural factors, the amount billed and paid to date is not necessarily equivalent to the amount of work performed to date. The Customer will be liable for any returned check fees and any collection costs, including reasonable attorney fees and court costs, for any invoices not otherwise timely paid, and interest at the rate of 1% per month may be added to all unpaid invoices. Should the work performed be subject to any local, state, or federal jurisdiction, agency, or other organization of authority for sales or other taxes or fees in addition to those expressly covered by this contract, the customer will be invoiced and responsible for paying said additional taxes in addition to the contract price and other fees above. SOLitude shall be reimbursed by the customer for any non-routine expenses, administrative fees, compliance fees, or any other similar expense that are incurred as a result of requirements placed on SOLitude by the customer that are not covered specifically by the written specifications of this contract.

3. TERM AND EXPIRATION. This Agreement is for an annual management program as described in the Schedule A attached. Any additional services will be provided only upon additional terms as agreed to by the parties in writing. Contract will automatically renew annually at the end of the contract effective

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date for subsequent one (1) year terms, with a six percent (6%) escalation in the Annual Contract Price each year, under the same terms, specifications, and conditions as set forth by this contract, unless either party gives written notice of cancellation thirty (30) days prior to the termination date of this contract, or subsequent renewal contracts.

4. PRICING. The Company reserves the right to annually increase the amount charged for the services beyond the escalation percentage stated in the TERM AND EXPIRATION above, which shall be communicated by written notice to the Customer, which notice may be by invoice.

5. TERMINATION. If SOLitude terminates your service for nonpayment or other default before the end of the Services Contract, if the Customer terminates this Services Contract for any reason other than in accordance with the cancellation policy outlined above, or in the event this Contract does not automatically renew and the customer terminates it before the termination date, Customer agrees to pay SOLitude, in addition to all other amounts owed, an Early Termination Fee in the amount specified below ("Early Termination Fee"). The Customer's Early Termination Fee will be 50% of the remaining value of the Contracted Price. The Early Termination Fee is not a penalty, but rather a charge to compensate SOLitude for the Customer's failure to satisfy the Services Contract on which the Customer's rate plan is based.

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

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

8. ANTI-CORRUPTION AND BRIBERY. Each party represents that neither it nor anyone acting on its behalf has offered, given, requested or accepted any undue financial or other advantage of any kind in entering into this Agreement, and that it will comply with all applicable laws and regulations pertaining to corruption, competition and bribery in carrying out the terms and conditions of this Agreement.

9. GOVERNING LAW. This Agreement shall be governed and construed in accordance with the laws of the state in which the Services are performed.

10. ENTIRE AGREEMENT. This Agreement constitutes the entire agreement between the parties with respect to the subject matter and replaces any prior agreements or understandings, whether in writing or

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otherwise. This Agreement may not be modified or amended except by written agreement executed by both parties. In the event that any provision of this Agreement is determined to be void, invalid, or unenforceable, the validity and enforceability of the remaining provisions of this Agreement shall not be affected.

11. NOTICE. Any written notice provided under this Agreement may be sent via overnight mail, certified mail, hand delivery or electronic mail with delivery confirmation, to the individuals and addresses listed below.

12. BINDING. This Agreement shall inure to the benefit of and be binding upon the legal representatives and successors of the parties.

13. FUEL/TRANSPORTATION SURCHARGE. Like many other companies that are impacted by the price of gasoline, a rise in gasoline prices may necessitate a fuel surcharge. As such, the Company reserves the right to add a fuel surcharge to Customer's invoice for any increase in the cost of fuel as measured above the same time period in the prior year (by the National U.S. Average Motor Gasoline-Regular Fuel Price per Gallon Index reported by the U.S. Department of Energy). The surcharge may be adjusted monthly (up or down) with the price of gasoline.

14. DISCLAIMER. SOLitude is not responsible for the failure of any treatment, equipment installation, or other work that result from dam or other structural failures, severe weather and storms, flooding, or other acts of God that are outside of the control of SOLitude.
Customers understands and acknowledges that there are irrigation restrictions associated with many of the products used to treat lakes and ponds. The customer is responsible for notifying SOLitude in advance of the contract signing and the start of the contract if they utilize any of the water in their lakes or ponds for irrigation purposes. The customer accepts full responsibility for any issues that may arise from the irrigation of turf, ornamentals, trees, crops, or any other plants as a result of treated water being used by the customer for irrigation without the consent or knowledge of SOLitude.
Although there is rarely direct fish toxicity with the products used for treatment when applied at the labeled rate, or the installation and normal operation of the equipment we install, there is a risk under certain circumstances of significant dissolved oxygen drops. This risk is most severe in times of extremely hot weather and warm water temperatures, as these are the conditions during which dissolved oxygen levels are naturally at their lowest levels. Oftentimes lakes and ponds will experience natural fish kills under these conditions even if no work is performed. Every effort, to include the method and timing of application, the choice of products and equipment used, and the skill and training of the staff, is made to avoid such problems. However, the customer understands and accepts that there is always a slight risk of the occurrence of adverse conditions outside the control of SOLitude that will result in the death of some fish and other aquatic life. The customer also understands and accepts that similar risks would remain even if no work was performed. The customer agrees to hold SOLitude harmless for any issues with fish or

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other aquatic life which occur as described above, or are otherwise outside the direct control of SOLitude, unless there is willful negligence on the part of SOLitude.

15. NONPERFORMANCE. In the case of any default on the part of the Company with respect to any of the terms of this Agreement, the Customer shall give written notice thereof, and if said default is not made good within (30) Thirty Days, the Customer shall notify the Company in writing that there has been a breach of the Agreement. The Company in case of such breach shall be entitled to receive payment only for work completed prior to said breach, so long as the total paid hereunder does not exceed the Contract sum.

16. E-Verify. Solitude Lake Management LLC utilizes the federal E-Verify program in contracts with public employers as required by Florida State law, and acknowledges all the provisions of Florida Statute 448.095 are incorporated herein by reference and hereby certifies it will comply with the same.

ACCEPTED AND APPROVED:

SOLITUDE LAKE MANAGEMENT, LLC.	Lakeside Plantation CDD
Signature: _____	Signature: _____
Printed Name: _____	Printed Name: _____
Title: _____	Title: _____
Date: _____	Date: _____

Please Remit All Payments to:

1320 Brookwood Drive Suite H
Little Rock AR 72202

Please Mail All Contracts to:

Liz.rocque@solitudelake.com

Customer's Address for Notice Purposes:

_____

_____

_____

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SCHEDULE A - ANNUAL POND MANAGEMENT SERVICES

Aquatic Weed Control:

1. Pond(s) will be inspected on a **two (2) times per month** basis.
2. Any growth of undesirable aquatic weeds and vegetation found in the pond(s) with each inspection shall be treated and controlled through the application of aquatic herbicides and aquatic surfactants as required to control the specific varieties of aquatic weeds and vegetation found in the pond at the time of application.
3. Invasive and unwanted submersed and floating vegetation will be treated and controlled preventatively and curatively each spring and early summer through the use of systemic herbicides at the rate appropriate for control of the target species. Application rates will be designed to allow for selective control of unwanted species while allowing for desirable species of submersed and emergent wetland plants to prosper.

Shoreline Weed Control:

1. Shoreline areas will be inspected on a **two (2) times per month** basis.
2. Any growth of cattails, phragmites, or other unwanted shoreline vegetation found within the pond areas shall be treated and controlled through the application of aquatic herbicides and aquatic surfactants as required for control of the plants present at time of application.
3. Any growth of unwanted plants or weeds growing in areas where stone has been installed for bank stabilization and erosion control shall be treated and controlled through the application of aquatic herbicides and aquatic surfactants as required to control the unwanted growth present at the time of application.

Pond Algae Control:

1. Ponds will be inspected on a **two (2) times per month** basis.
2. Any algae found in the pond with each inspection shall be treated and controlled through the application of algaecides, aquatic herbicides, and aquatic surfactants as needed for control of the algae present at the time of service.

Littoral Shelf Control:

1. Littoral areas will be inspected and treated at **a minimum of four (4) times per year** to maintain compliance with governing agencies for the management of all nuisance and exotic species.
2. Maintenance of future littoral plantings may necessitate an increased service level at an additional cost.
3. All Species will be killed in place with an approved herbicide.

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4. This proposal does **not** include debris removal or disposal.

Pond Dye:

1. **Pond Dye** may be applied to the ponds on an as needed basis, at the discretion of the technician. A combination of blue and/or black dye will be used as required to maintain a dark natural water color.

Trash Removal:

1. Trash and light debris will be removed from the pond(s) with each service and disposed off-site. Any large item or debris that is not easily and reasonably removable by one person during the routine visit will be removed with the Customer's approval for an additional fee. Routine trash and debris removal services are for the pond areas only, and do not include any trash or debris removal from the surrounding terrestrial (dry land) areas.

Service Reporting:

1. Customer will be provided with a service report detailing all of the work performed as part of this contract after each visit.

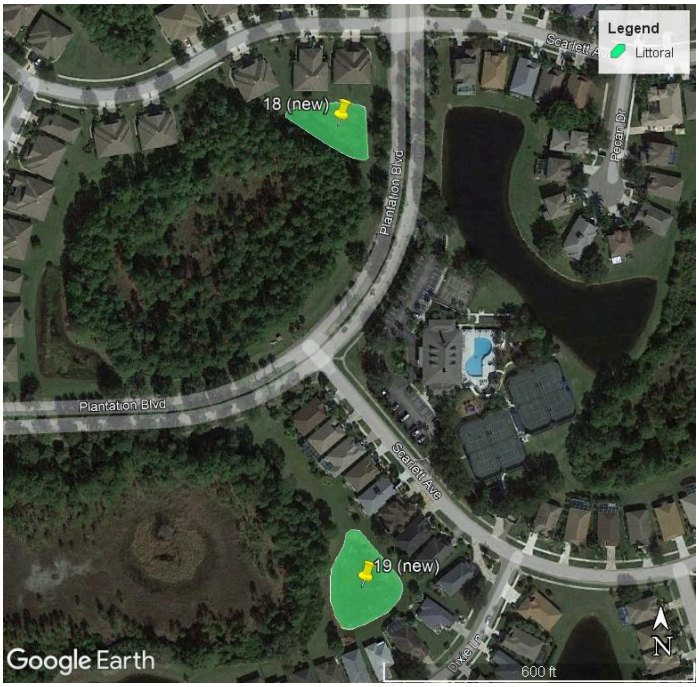
General Qualifications:

1. Company is a licensed pesticide applicator in the state in which service is to be provided.
2. Individual Applicators are Certified Pesticide Applicators in Aquatics, Public Health, Forestry, Right of Way, and Turf/Ornamental as required in the state in which service is to be provided.
3. Company is a SePRO Preferred Applicator and dedicated Steward of Water. Each individual applicator has been trained and educated in the water quality testing and analysis required for prescriptive site-specific water quality management and utilizes an integrated approach that encompasses all aspects of ecologically balanced management. Each applicator has received extensive training in the proper selection, use, and application of all aquatic herbicides, algaecides, adjuvants, and water quality enhancement products necessary to properly treat our Customers' lakes and ponds as part of an overall integrated pest management program.
4. Company guarantees that all products used for treatment are EPA registered and labeled as appropriate and safe for use in lakes, ponds, and other aquatic sites, and are being applied in a manner consistent with their labeling.
5. All pesticide applications made directly to the water or along the shoreline for the control of algae, aquatic weeds, or other aquatic pests as specified in this contract will meet or exceed all of the Company's legal regulatory requirements as set forth by the

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EPA and related state agencies for NPDES and FIFRA. Company will perform treatments that are consistent with NPDES compliance standards as applicable in and determined by the specific state in which treatments are made. All staff will be fully trained to perform all applications in compliance with all federal, state, and local law.

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





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SOLITUDE
LAKE MANAGEMENT
Restoring Balance.Enhancing Beauty.

Proposal for Services
SOX Erosion Control

PROPOSAL FOR:
Courtney Sears, Interim Lifestyle and Amenity Manager
Lakeside Plantation
2200 Plantation Blvd.,
North Port, FL. 34289
manager@lakesideplantationcdd.com

PROPOSAL BY:
Liz Rocque
Business Development Consultant
Solitude Lake Management
1320 Brookwood Drive STE H
Little Rock, AR 72203
Liz.Rocque@solitudelake.com

February 5, 2024








SŌLITUDE LAKE MANAGEMENT

Dear Courtney:

SOX Erosion Solutions™ are bioengineered and designed to immediately halt soil erosion and stabilize shorelines. SOX systems offer these unique attributes;

- Long lasting results that continue to improve over time,
- Superior buffering and filtering results in improved waterway and ecosystem,
- Exceptional water retention for vigorous growth of new vegetation,
- The only erosion control system that integrates into the earth,
- Uses locally sourced natural fill,
- Attaches directly to "intact" shore bank NOT to unstable shore bed,
- Allows SOX to be re-tensioned whenever necessary,
- Subsurface staking system eliminates injury liability to humans and animals,
- SOX "self-tightens" due to its ability to manage incredible weight displacement.

EROSION RESTORATION RECOMMENDATION

SOLitude Lake Management will install DredgeSOX® erosion control materials (SOX) at the ponds located within Lakeside Plantation, located in North Port, FL. as described below.

- **Pond 10**: Repair approximately 20 linear ft. on the south side with 12 ft. SOX and approximately 755 linear ft. of lake bank on the north side with 12 ft. DredgeSOX material to go over the failing geotube. 5 (12 x 12) Catch basins with 6" corrugated pipe to pond will also be installed behind homes along Scarlett Ave.
- **Pond 13**: Repair approximately 15 linear ft. to the south of the washout and 65 linear ft. to the north of the washout with 12 ft. DredgeSOX. 1 (12 x 12) Catch basins with 6" corrugated pipe to pond will also be installed behind homes between 1416 & 1424 Dixie Lane.
- **Pond 14**: Repair approximately 35 linear ft. to the North and 40 linear ft. for the washout to the south with 12 ft. DredgeSOX material. 2 (12 x 12) Catch basins with 6" corrugated pipe to pond will also be installed in these areas.
- Company will prep areas by removing debris and trash. Any irrigation, culverts, drains will be replaced / extended as necessary.
- The DredgeSOX will be backfilled with imported fill material.
- Materials consist of the following: DredgeSOX, wooden stakes, rope, and fill material.
- SOLitude will utilize wooden stakes to secure the SOX material.
- SOLitude will plant Bahia sod on the new installed area. It will be the responsibility of the community to irrigate the new sod/planted area once installed.
- SOLitude will clean up after themselves and leave the work site with minimal disturbance to its natural appearance

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SŌLITUDE LAKE MANAGEMENT

Customer Responsibilities

- Customer is responsible for the cost of any necessary permits that may be required prior to commencement of work.
- Provide all available as-built or other plans related to the areas to be restored, used for staging, or otherwise impacted by the project work.
- Customer understands that it is their responsibility to mark sprinkler heads, otherwise SOLitude will not be responsible for damage to the system during the course of work. SOLitude will repair any marked sprinkler heads damaged during erosion work in a timely manner.
- In the event that fill material suppliers increase the cost of materials necessary for SOX installation, Customer will be responsible for incurring the difference in cost. Every effort will be made to notify Customer with as much advance notice as possible in the event that an increase occurs.
- It is the customer's responsibility to irrigate the new sod/planted area once installed.

Warranty

- DredgeSOX material is warrantied for five (5) years or for the life of the maintenance contract, whichever is longer.
- The labor warranty for any manual adjustments needed is for a one (1) year period. Our guarantee does not include the loss of material due to 'acts of God' such as floods, hurricanes, or other catastrophic events, nor does it include loss due to theft, lack of adequate irrigation, vandalism or negligence by others, or other factors outside the control of the organization.

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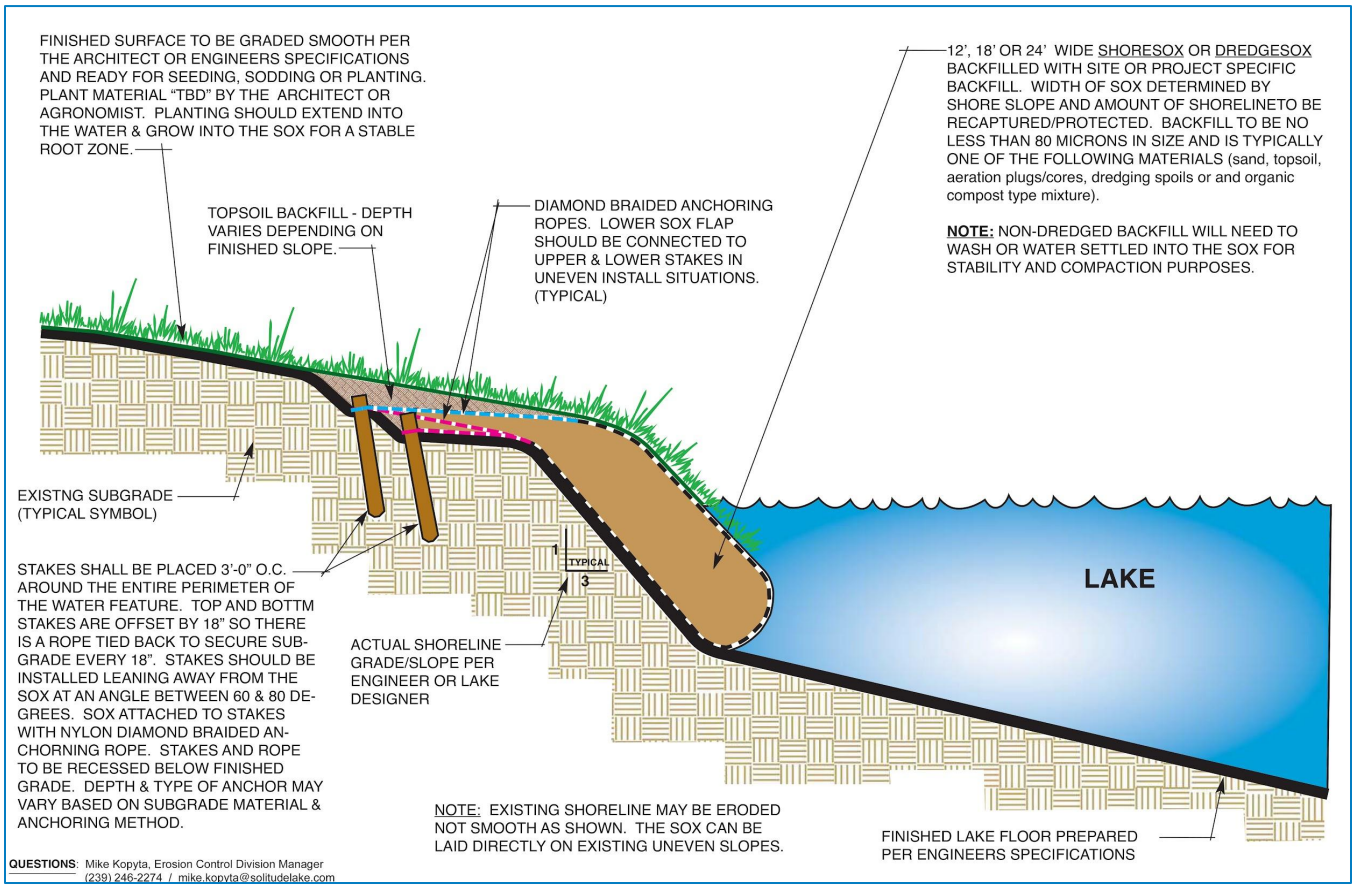




SŌLITUDE LAKE MANAGEMENT

EROSION RESTORATION PRICING FOR LAKESIDE PLANTATION

AREA	ESTIMATED TOTAL
Pond 10, 13, and 14: 12' Dredge SOX with Catch basins and pipe to pond. Includes additional imported fill to repair washout areas.	**$122,313.00**

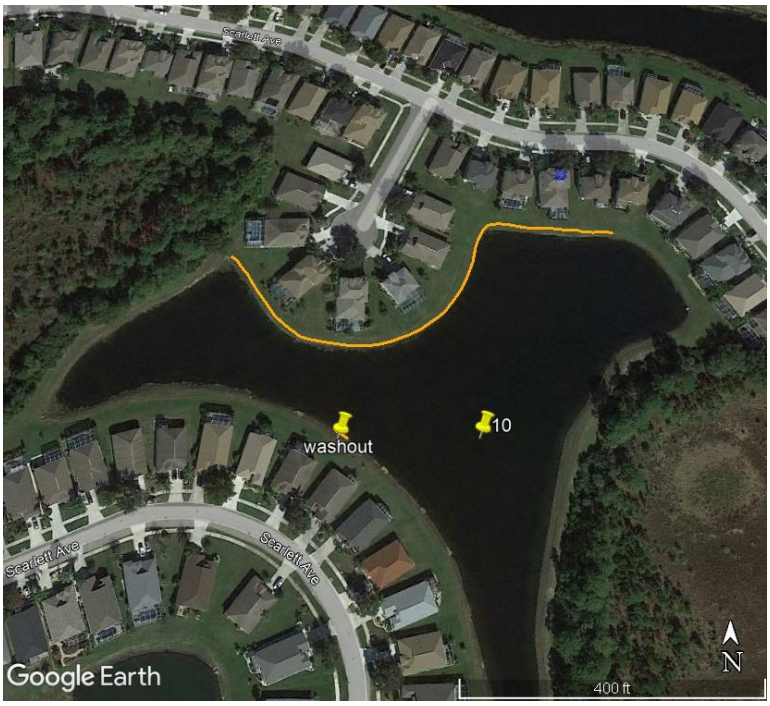


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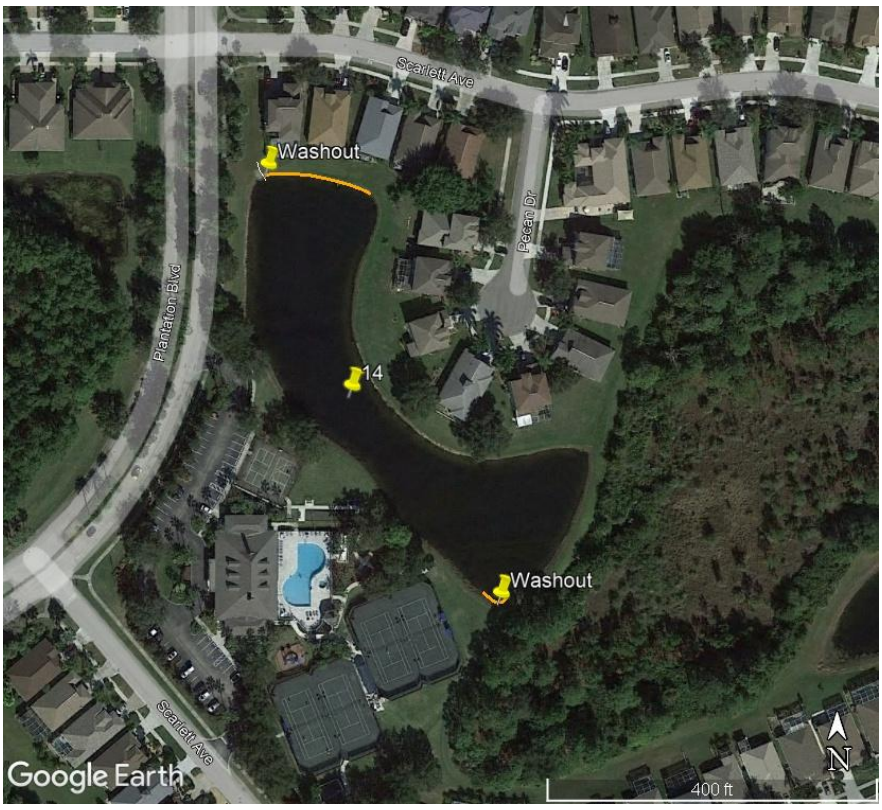




SŌLITUDE
LAKE MANAGEMENT







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SŌLITUDE
LAKE MANAGEMENT

Shoreline Erosion Control

Protect Lake and Pond Banks and Shorelines

Shoreline erosion is a common, natural phenomenon that can occur as a result of harsh weather, recreation, poor landscape design or, simply, an aging freshwater ecosystem. If left unaddressed, your lake, stormwater pond or canal may experience native vegetation and habitat loss, nutrient loading, excess runoff and other complications. There are a variety of shoreline erosion restoration solutions available including rip-rap, bulkheads and coconut fiber logs. These solutions may be a fit depending on your needs and budget, however, SOLitude's recommended and premium erosion control solution is the SOX system.

"We highly recommend solitude lake management, and the sox system has transformed our pond. We are thrilled with the results!" -Van and Irene davis, Fort Myers, FL

Bioengineered Living Shorelines and Hillsides

SŌLitude Lake Management® is proud to provide SOX Erosion Solutions™ in our suite of erosion control products. The patented SOX system provides an innovative, eco-friendly solution that halts hillside and shoreline erosion while immediately stabilizing shorelines and hillsides, creating a natural foundation for vegetation.



The SOX System is warrantied to provide at least 5 years of stabilization and is:

- An excellent solution for re-stabilizing and restoring the shores of waterbodies in communities and golf courses.
- Made from a combination of ecofriendly, biodegradable burlap fabric and heavy-duty knitted mesh.
- Immediately effective in filtering and buffering run-off water, removing harmful contaminants and benefiting waterways, all while providing ongoing erosion control.
- The SOX system is typically filled with organic compost or pond sediment. SOLitude's hydro-rakes complement this technology, as we can utilize material within the waterbody to fill the SOX system.
- Once filled and secured, a native buffer of beneficial vegetation can be planted or sodded through the mesh and fabric layers.





SOLITUDE LAKE MANAGEMENT

UTILIZING HYDRO-RAKING AND HYDRAULIC DREDGING

One of the many benefits of SOX systems is that they are designed to contain dredged materials. There are several ways to fill these systems with organic material but the most cost-effective methods are through hydro-raking and hydraulic dredging.

Utilizing the sediment at the bottom of your lake or pond achieves two goals:

- Increases depth and the lifespan of your waterbody.
- Provides the organic material to fill the SOX system without the need to drain the waterbody or ship the material off-site.

With the hydro-rake, sediment is scooped up and placed directly into the SOX system. Similarly, the hydraulic dredge breaks up the organic matter at the bottom and pumps it through a pipeline and directly into the system.



The Importance of Maintaining A Vegetative Buffer

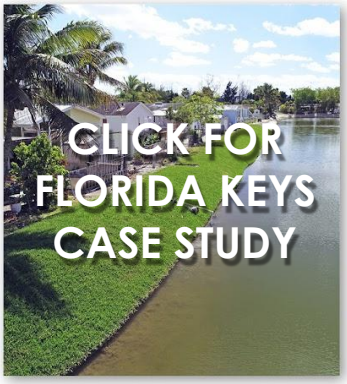
No matter the type of erosion problem you're facing, it's extremely important to cultivate a beneficial vegetative buffer around your waterbody. Buffers are simple to maintain and help keep sediment in place during rainstorms. They're also known to provide a plethora of benefits beyond erosion control, including nutrient filtration and aesthetic enhancement.

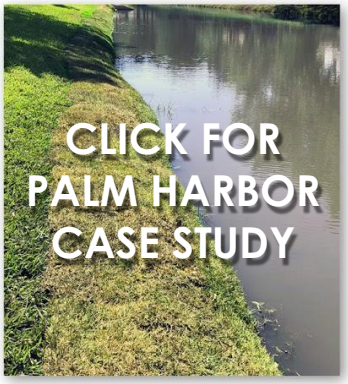
Whether you want to address an existing erosion problem or reinforce the strength and appearance of your aquatic ecosystem, it's important to stay ahead of sedimentation problems using buffer management and shoreline erosion control strategies.



LEARN MORE ABOUT OUR EXPERIENCE WITH SHORELINE RESTORATION









Still have Questions? We have Answers!

SECTION VIII

SECTION B

SECTION 1

Ron Turner
Supervisor of Elections
Sarasota County: Our County. Our Vote.

April 15, 2024

Sarah R. Sandy
107 West College Ave.
Tallahassee FL 32301

Subject: Qualified Registered Electors for Lakeside Plantation CDD

Dear Sarah:

Listed below is the total number of qualified registered electors for the Lakeside Plantation Community Development District as of April 15, 2024.

Precinct: 319 Voters: 832

Sincerely,

Ron Turner
Supervisor of Elections
Sarasota County, Florida

RT/ajw

SECTION C

SECTION 2

SERGEANT'S ELECTRIC

41986

LIC # EC13008043
1075 Innovation Ave., Unit 111
North Port, FL 34289
941.373.5658
SgtElect.com

CUSTOMER INVOICE

HOME OWNER INFORMATION

Date 03/25/2024 Technician Dave & Dakota

Name Lakeside Plantation CDD Phone 941-423-5500 Email manager@lakesideplantationcdd.com

Address 2800 Plantation Blvd City North Port State FL Zip 34289

DEVICES

			WAS THE WORK DONE? YES	NO
LEVEL 1 DEVICE = UP TO 2-STD LAMPS, 110V SWITCH/OUTLET, STD COAX/TEL OUTLET IN USE COVER, CS FAN LIGHT KIT, LIGHT KIT PULL CHAIN, COAX SPLITTER, DOORBELL BUTTON, TOMBSTONE, KEYLESS LIGHT FIXTURE, WP BOX, CS DEVICE, PANCAKE BOX, PICO REMOTE	$61.00 x Qty	= $	☐	☐
LEVEL 2 DEVICE = 3 OR 4 WAY SWITCH, 20A APPLIANCE CORD, RANGE/DRYER OUTLET, GFCI OUTLET, STACK SWITCH, 110V LITH SMOKE DETECTOR, SMALL J BOX, DOORBELL TRANSF, SP 15-20A BREAKER, 150W LED STD DIMMER, FAN SPEED CONTROL SWITCH, PHOTO CELL, CS FAN REMOTE KITS, UNDER CABINET WIRING PER 5', DOORBELL CHIME, CS T-STAT, PANEL INSPECTION, USB OUTLET, SURGE FLUSH KIT	$121.00 x Qty	= $	☐	☐
LEVEL 3 DEVICE = TANDEM & DP STD 15-60A BREAKER, SP 15-20A AFCI/GCFI BREAKER, PHOTO CELL, MEDIUM J BOX, FAN BRACE BOX, LV DIMMER, CARBON SMOKE DETECTOR/WIRELESS, FAN REMOTE KITS, SMART SWITCH, IN WALL TIMER, OCCUPENCY SENSOR SWITCH	$187.00 x Qty	= $	☐	☐
LEVEL 4 DEVICE = 60A DISCONNECT, DIRECT BURIAL SPLICE KIT, HARD WIRE RANGE, COOK TOP, POOL PUMP, H/W HEATER, POOL HEATER, DP 70-90A STD BREAKER, 2FT-4FT 2 LAMP LED RETROFIT, OBSOLETE SP 15-20 BREAKER, 110V INDOOR B2B OUTLET, LARGE J BOX, SINGLE CIRCUIT ANALYSIS, HOME INSPECTION UP TO 3,000 SQ FT, CS OVER COUNTER MICROWAVE, COAX/TEL WIRING, CS TV MOUNTED, CS WIFI T-STAT, CHIME KIT, 30A-240V PRESSURE SWITCH/CONTACTOR	$232.00 x Qty	= $	☐	☐
LEVEL 5 DEVICE = WIRING FOR LIGHT/OUTLET, HARD WIRE RANGE, COOK TOP, POOL PUMP, H/W HEATER, POOL HEATER, OBSOLETE TANDEM/DP 15- 60A BREAKER, 100-125A STD BREAKER, 110V OUTDOOR B2B GCFI OUTLET, 15/20A DP AFCI/BREAKER, COAX/TEL WIRING, 4FT-4 LAMP LED RETROFIT	$299.00 x Qty	= $	☐	☐
LEVEL 6 DEVICE = 15-30A DP GFCI BREAKER, OBSOLETE 70-90A BREAKER, WIRING FOR LIGHT/OUTLET DIFF 2, 100-125A STD MAIN BREAKER, MULTI CIRCUIT ANALYSIS, HOME INSPECTION OVER 6,000 SQ FT, LEVEL 1 SURGE PROTECTOR, 8FT-2 LAMP LED RETROFIT, SMART BRIDGE, WIRE TUGGER/DAY	$387.00 x Qty	= $	☐	☐
LEVEL 7 DEVICE = 50A DP GFCI BREAKER, WIRING FOR LIGHT/OUTLET DIFF 3, LEVEL 2 SURGE PROTECTOR, CS B2B 50A WP GENERATOR INLET, 120V/240V MECHANICAL TIMER, POOL LIGHT TRANSFORMER, SCAFFOLDING	$492.00 x Qty	= $	☐	☐
LEVEL 8 DEVICE = 15-30A 120/240V CIRCUIT/OUTLET, 150-200A STD. MAIN BREAKER, B2B 50A WP GENERATOR INLET, WALK BEHIND TRENCHER/DAY, 30-50A B2B RV OUTLET	$593.00 x Qty	= $	☐	☐
LEVEL 9 DEVICE = 50A 240V WITHOUT GFCI, 15-30A 120/240V CIRCUIT/OUTLET, 50A WP GENERATOR INLET, SCISSORS LIFT/DAY, 30-50A RV OUTLET	$827.00 x Qty	= $	☐	☐
LEVEL 10 DEVICE = 50A 240V WITHOUT GFCI, OBSOLETE 1PH MAIN BREAKER	$1,186.00 x Qty	= $	☐	☐

ADDITIONAL INSTALLATIONS

See notes page	$	x Qty ____ = $ ____	☐	☐
	$	x Qty ____ = $ ____	☐	☐
	$	x Qty ____ = $ ____	☐	☐
	$	x Qty ____ = $ ____	☐	☐
	$	x Qty ____ = $ ____	☐	☐

FUSE PANEL YES ☐ NO ☐ PANEL MFG AGE ____

PAID **CASH** ☐ **CHECK** ☐ # ____

CREDIT CARD ☐ # ____ EXP __/__ AUTH # ____

AMOUNT $ ____

TOTAL INVESTMENT $ ____

TOTAL FROM "NOTES" FORM $ ____

TOTAL $ ____

DEPOSIT $ ____

PAID TODAY $ ____

BALANCE $ ____

NOTES See notes page

I hereby authorize you to proceed with the above work at the quoted price of $ ____

Authorization ____

All work has been performed to my satisfaction ____

All permits are non-refundable.
3 year warranty all parts and labor.

SERGEANT'S ELECTRIC
LIC # EC13008043
1075 Innovation Ave., Unit 111
North Port, FL 34289
941.373.5658
SgtElect.com

HOME OWNER INFORMATION

Date 04 / 01 / 2024 Technician Dave & Dakota INV# 41986

Name Lakeside Plantation CDD Phone 941-423-5500 Email manager@lakesideplantationcdd.com

Address 2800 Plantation Blvd. City North Port State FL Zip 34289

NOTES

Option A

- Install 75 KVA 480-120 outdoor rated transformer
- Install hurricane pad for transformer
- Install 100A 24 space outdoor main breaker panel
- Install 3 Phase 480v outdoor rated disconnect
- Install 12" x 12" Stainless nema-3R J-Box
- Install 48" x 6" outdoor trough
- Install motor control box
- Install Photo cell

Total Investment $16,798

Option B

- Replace 2" sealtight and connectors
- Install Hurricane pad for transformer
- Install motor control box
- Install 12" X 12" Stainless nema-3R J-Box
- Install Photocell

Total Investment $4,620

SECTION 3

FASTSIGNS
Make Your Statement

3050 N Washington
Sarasota, FL 34234
(941) 355-5746

fastsigns.com

ESTIMATE
EST-28297

Payment Terms: COD Customer

Created Date: 4/17/2024

DESCRIPTION: Alligator & Misc Signs

Bill To: Lakeside Plantation Community Development District
4530 Eagle Falls Place
Tampa, FL 33619
US

Installed: Lakeside Plantation Community Development
Courtney Sears
2800 Plantation Boulevard
North Port, FL 34289
US

Requested By: Courtney Sears
Email: manager@lakesideplantationcdd.com
Work Phone: (941) 276-7754
Tax ID: 85-8012611342C-1

Salesperson: Lisa Chrysler
Entered By: Lisa Chrysler

NO.	Product Summary	QTY	UNIT PRICE	AMOUNT
1	**"Please see staff for access"**	2	$43.92	$87.83
1.1	**Aluminum - "Please see staff for access"** **Part Qty:** 1 **Width:** 9.00" **Height:** 12.00" **Sides:** 1 - Thickness: 063 Aluminum - Vinyl Type: Standard Vinyl - Laminate Type: Cast Gloss 8518 **Text:** "Please see staff for access" **Design/File Type** - Design/File Type: Art Supplied/File Setup **Rounded Corners** - Rounded Corners: .5"			
2	**"Please roll down umbrella after use"**	6	$22.63	$135.75
2.1	**Aluminum - "Please roll down umbrella after use"** **Part Qty:** 1 **Width:** 9.00" **Height:** 12.00" **Sides:** 1 - Vinyl Type: Standard Vinyl - Laminate Type: Cast Gloss 8518 **Text:** "Please roll down umbrella after use" **Design/File Type** - Design/File Type: Art Supplied/File Setup **Rounded Corners** - Rounded Corners: .5"			
3	**Warning Alligators in pond**	15	$38.66	$579.95

3.1	**Aluminum - Warning Alligators in pond** **Part Qty:** 1 **Width:** 12.00" **Height:** 18.00" **Sides:** 1 - Vinyl Type: Standard Vinyl - Laminate Type: Cast Gloss 8518 - Traffic Blanks: 12" x 18" Traffic Blank **Design/File Type** - Design/File Type: Art Supplied/File Setup **Holes** - Qty: 2.00 - Special Instructions: center top/bottom for U Channel post **Text:** Warning Alligators in pond			
4	**Posts**	23	$49.34	$1,134.85
4.1	**Posts - Posts** **Part Qty:** 1 - Post Type: U-Channel Green - Post Length: 8'			
5	**Installation & Minimum Trip Charge**	1	$909.00	$909.00
5.1	**Installation - Installation & Minimum Trip Charge** - # of Hours: 6 **Notes:** Installation & Minimum Trip Charge ***customer to supply site map for install***			

Subtotal:	$2,847.38
Taxes:	$0.00
Grand Total:	$2,847.38

Terms: Prepayment for orders under $500, a 50% deposit on orders over $500 with the balance due prior to installation or delivery. If you are picking up your order, the balance is due on pickup.
If a credit card is provided for the deposit, the balance will be charged upon pickup, installation or delivery. Orders not picked up after 30 days of order completion will be considered abandoned and will be disposed of at the discretion of FASTSIGNS 174101 unless otherwise indicate or agreed in advance.

Thank you for choosing FASTSIGNS for your sign and graphic needs. BY PROCEEDING WITH THIS ORDER, YOU (the customer) HAVE ACCEPTED RESPONSIBILITY FOR VERIFYING ALL INFORMATION, QUANTITIES, MATERIALS AND PLACEMENT (IF PROVIDED) ARE CORRECT. FASTSIGNS will not be responsible (financially or otherwise) for any items not included on this estimate. Estimate pricing is based on the entirety. Any changes to or deletion of item(s) could change the quoted price of any line item - please contact us before approving an estimate that needs changes. Because each project is custom-made, customer acknowledges that there are no refunds or exchanges on placed orders. Due dates for job completion are based on our current production schedule once the artwork, deposit and all specifications necessary to complete the job are received and are not guaranteed. Estimates valid for 15 days. A proof and one correction are including in our pricing. Additional changes are considered design and are not included in pricing.

Signature: _____ **Date:** _____

License # ES12002217