



Rizzetta & Company

# **Glen St. Johns Community Development District**

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## **Board of Supervisors' Meeting September 21, 2022**

**District Office:  
2806 N. Fifth Street  
Unit 403  
St. Augustine, FL 32084**

**[www.glenstjohnscdd.org](http://www.glenstjohnscdd.org)**

# GLEN ST. JOHNS COMMUNITY DEVELOPMENT DISTRICT AGENDA

Holiday Inn Express & Suites, 2300 State Road 16, St. Augustine, FL 32084

<b>District Board of Supervisors</b>	Darren Romero Mabel Perez Skip Thompson Jamie Williams Bliss Carley	Chairman Vice Chairman Assistant Secretary Assistant Secretary Assistant Secretary
<b>District Manager</b>	Lesley Gallagher	Rizzetta & Company, Inc.
<b>District Counsel</b>	Katie Buchanan	Kutak Rock, LLP
<b>District Engineer</b>	Vince Dunn	Dunn & Associates, Inc.

**All Cellular phones and pagers must be turned off while in the meeting room.  
The District Agenda is comprised of five different sections:**

The **regular** meeting will begin promptly at **10:00 a.m.** with the first section which is called **Audience Comments on Agenda Items**. The Audience Comment portion of the agenda is where individuals may comment on matters that concern the District. Each individual is limited to three (3) minutes for such comment. The Board of Supervisors or Staff is not obligated to provide a response until sufficient time for research or action is warranted. **IF THE COMMENT CONCERNS A MAINTENANCE RELATED ITEM, THE ITEM WILL NEED TO BE ADDRESSED BY THE DISTRICT MANAGER OUTSIDE THE CONTEXT OF THIS MEETING.** The second section is called **Business Administration**. The Business Administration section contains items that require the review and approval of the District Board of Supervisors as a normal course of business. The third section is called **Staff Reports**. This section allows the District Manager, Engineer, and Attorney to update the Board of Supervisors on any pending issues that are being researched for Board action. The fourth section is called **Business Items**. The business items section contains items for approval by the District Board of Supervisors that may require discussion, motion and votes on an item-by-item basis. If any member of the audience would like to speak on one of the business items, they will need to register with the District Manager prior to the presentation of that agenda item. Occasionally, certain items for decision within this section are required by Florida Statute to be held as a Public Hearing. During the Public Hearing portion of the agenda item, each member of the public will be permitted to provide one comment on the issue, prior to the Board of Supervisors' discussion, motion and vote. Agendas can be reviewed by contacting the Manager's office at (904) 436-6270 at least seven days in advance of the scheduled meeting. Requests to place items on the agenda must be submitted in writing with an explanation to the District Manager at least fourteen (14) days prior to the date of the meeting. The final section is called **Supervisor Requests and Audience Comments**. This is the section in which the Supervisors may request Staff to prepare certain items in an effort to meet residential needs and provides members of the audience the opportunity to comment on matters of concern to them that were not addressed during the meeting.

Public workshops sessions may be advertised and held in an effort to provide informational services. These sessions allow staff or consultants to discuss a policy or business matter in a more informal manner and allow for lengthy presentations prior to scheduling the item for approval. Typically no motions or votes are made during these sessions.

Pursuant to provisions of the Americans with Disabilities Act, any person requiring special accommodations to participate in this meeting is asked to advise the District Office at (904) 436-6270, at least 48 hours before the meeting. If you are hearing or speech impaired, please contact the Florida Relay Service at 7-1-1, who can aid you in contacting the District Office.

Any person who decides to appeal any decision made by the Board with respect to any matter considered at the meeting is advised that this same 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 the appeal is to be based.

# GLEN ST JOHNS COMMUNITY DEVELOPMENT DISTRICT

District Office · St. Augustine, Florida · (904) 436-6270  
Mailing Address – 3434 Colwell Avenue, Suite 200, Tampa, Florida 33614  
[www.glenstjohnscdd.org](http://www.glenstjohnscdd.org)

September 14, 2022

Board of Supervisors  
Glen St. Johns Community  
Development District

## AGENDA

Dear Board Members:

The **regular** meeting of the Board of Supervisors' of the Glen St. Johns Community Development District will be held on **September 21, 2022 at 10:00 a.m.** at the Holiday Inn Express & Suites, 2300 State Road 16, St. Augustine, Florida 32084. Following is the agenda for the meeting.

1. **CALL TO ORDER/ROLL CALL**
2. **PUBLIC COMMENTS**
3. **BUSINESS ADMINISTRATION**
  - A. Consideration of the Minutes of the Board of Supervisors' Meeting held on August 17, 2022.....Tab 1
  - B. Ratification of the Operation and Maintenance Expenditures for July 2022.....Tab 2
4. **STAFF REPORTS**
  - A. District Counsel
  - B. District Engineer
  - C. Landscape Report (under separate cover)
  - D. Amenity Manager Report.....Tab 3
    1. Discussion Regarding Courts
    2. Pond Maintenance Reports (under separate cover)
  - E. District Manager
5. **BUSINESS ITEMS**
  - A. Consideration of Renewal Proposal from Vesta.....Tab 4
  - B. Update on Turner Pest Control Fees.....Tab 5
  - C. Consideration of Pond Maintenance Proposals.....Tab 6
  - D. Consideration of Proposals for Exterior Painting (under separate cover)
  - E. Consideration of Proposals for Repairs Associated with Annual District Engineer's Report (under separate cover)
  - F. Ratification of District's Insurance Policy Renewal.....Tab 7
  - G. Consideration of Proposal to Move Entry Gate (under separate cover)
  - H. Consideration of Proposal(s) for Window Repairs (under separate cover)
  - I. Discussion Regarding Fishing Policies
6. **SUPERVISOR REQUESTS**
7. **ADJOURNMENT**

We look forward to seeing you at the meeting. In the meantime, if you have any questions, please do not hesitate to contact me at (904) 436-6270.

Very truly yours,  
*Lesley Gallagher*  
Lesley Gallagher  
District Manager

## **Tab 1**



## MINUTES OF MEETING

*Each person who decides to appeal any decision made by the Board with respect to any matter considered at the meeting is advised that 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.*

GLEN ST. JOHNS  
COMMUNITY DEVELOPMENT DISTRICT

The **regular** meeting of the Board of Supervisors of Glen St. Johns Community Development District was held on **Wednesday, August 17, 2022 at 10:00 a.m.** at the Holiday Inn Express & Suites, 2300 State Road 16, St. Augustine, Florida 32084.

Present and constituting a quorum:

Darren Romero	<b>Board Supervisor, Chairman</b>
Mabel Perez	<b>Board Supervisor, Vice Chairman</b>
Skip Thompson	<b>Board Supervisor, Assistant Secretary</b>
Jamie Williams	<b>Board Supervisor, Assistant Secretary</b>
Bliss Carley	<b>Board Supervisor, Assistant Secretary</b>

Also present were:

Lesley Gallagher	<b>District Manager, Rizzetta &amp; Company, Inc.</b>
Katie Buchanan	<b>District Counsel, Kutak Rock LLP</b>
Steve Howell	<b>Field Operations Manager, Vesta</b>
Scott Settlemires	<b>Sr Account Manager, VerdeGo Landscaping</b>

Audience

**Audience Present**

## FIRST ORDER OF BUSINESS

## Call to Order

Ms. Gallagher called the meeting to order at 10:00 a.m. and read roll call.

## SECOND ORDER OF BUSINESS

## Audience Comments on Agenda Items

No audience comments.

**THIRD ORDER OF BUSINESS****Consideration of the Minutes of the  
Board of Supervisors' Meeting held  
April 20, 2022**

On a motion by Mr. Romero, seconded by Mr. Thompson, with all in favor, the Board approved the Minutes of the Board of Supervisors' Meeting held on April 20, 2022, for Glen St. Johns Community Development District.

**FOURTH ORDER OF BUSINESS****Ratification of the Operation and  
Maintenance Expenditures for  
May and June 2022**

On a motion by Mr. Romero, seconded by Ms. Carley, with all in favor, the Board ratified the Operations and Maintenance Expenditures for May 2022 in the amount of \$29,879.09, and June 2022 in the amount of \$30,151.23, for Glen St. Johns Community Development District.

**FIFTH ORDER OF BUSINESS****Staff Reports**

- A. District Counsel  
Ms. Buchanan did not have report but was available to answer questions.
- B. District Engineer
  - 1. Ratification of Stormwater Analysis

On a motion by Ms. Carley, seconded by Mr. Romero, with all in favor, the Board ratified the Stormwater Analysis, for Glen St. Johns Community Development District.

- C. Landscape Report  
Mr. Settlemires reviewed his report and was able to answer questions.
- D. Amenity Manager  
Mr. Howell reviewed his report and was able to answer questions. It was noted that pool maintenance needed to be completed more frequently and that the women's restroom had paint peeling. It was also requested that Rizzetta be provided with the Arlo log information.
- E. District Manager  
Ms. Gallagher reviewed the District Manager's report which included concerns received from resident Leslie Mann. It was also noted that a resident had requested that the island areas in the cul-de-sacs be considered to be utilized as overflow parking, the Board denied this request.

**SIXTH ORDER OF BUSINESS****Consideration of Proposals for  
Holiday Lighting**

On a motion by Mr. Romero, seconded by Ms. Carley, with all in favor, the Board approved the M&G proposals for Holiday Lighting in the amount of \$3,229.57, for Glen St. Johns Community Development District.

**SEVENTH ORDER OF BUSINESS****Consideration of Proposal(s) for Fire Sprinkler System Repairs, Inspection and Monitoring (under separate cover)**

This item was covered under the Amenity Manager Report

**EIGHTH ORDER OF BUSINESS****Consideration of Renewal Proposal from Vesta for Amenity Management**

This item was tabled.

**NINETH ORDER OF BUSINESS****Consideration of Renewal Proposal from Estate Management for Pond Maintenance**

This item was tabled and the Board requested additional proposals. .

**TENTH ORDER OF BUSINESS****Consideration of Resolution 2022-05; Setting Date, Time, and Location of FY23 Regular Meetings**

On a motion by Mr. Romero, seconded by Ms. Carley, with all in favor, the Board adopted Resolution 2022-05 as amended to adjust the December meeting to December 7<sup>th</sup> or 14<sup>th</sup> depending on meeting room availability, for River Glen Community Development District.

**ELEVENTH ORDER OF BUSINESS****Public Hearing on FY 23 Budget**

On a motion by Mr. Romero, seconded by Mr. Thompson, with all in favor, the Board opened the public hearing on FY 23 Budget, for River Glen Community Development District.

Ms. Gallagher reviewed updates since the budget was proposed in April and the Board took public comments. It was noted as proposed there was no change in assessments.

On a motion by Mr. Thompson, seconded by Ms. Perez, with all in favor, the Board closed the public hearing on FY 23 Budget, for River Glen Community Development District.

## 1. Consideration of Resolution 2022-06; Adopting FY 23 Budget

On a motion by Ms. Perez, seconded by Mr. Thompson, with all in favor, the Board adopted Resolution 2022-06; Adopting FY 23 Budget, for River Glen Community Development District.

**TWELFTH ORDER OF BUSINESS****Consideration of Resolution 2022-07;  
Imposing Special Assessments**

On a motion by Mr. Thompson, seconded by Ms. Carley, with all in favor, the Board adopted Resolution 2022-07; Imposing Special Assessments, for River Glen Community Development District.

**THIRTEENTH ORDER OF BUSINESS****Acceptance of Second Addendum –  
Contract for Professional District  
Services**

On a motion by Mr. Romero, seconded by Ms. Carley, with all in favor, the Board accepted the Second Addendum to the Contract for Professional District Services, for River Glen Community Development District.

**FOURTEENTH ORDER OF BUSINESS****Discussion Regarding Rules and  
Policies**

1. Amenity Facility
2. Overnight Parking and Towing
3. Fishing

The Board discussed unauthorized events at the facility and will further discuss the amenity policies and whether to create a fishing policy at their September meeting. It was noted that overnight parking rules had previously been adopted through a public hearing, but the Board at that time did not want to implement this rule. Discussion ensued, the Board took no further action at the time.

**FIFTEENTH ORDER OF BUSINESS****Supervisors Request and Audience  
Comments**

Mr. Thompson requested basketball court estimates.

Mr. Williams noted that the treadmill was on an incline without it being set to one and requested the CDD purchase an Olympic Bar. The Board authorized.

Ms. Perez received communication that was a scam appearing to be coming from the chairman that she wanted everyone to be aware of.

Mr. Howell noted access concerns on pond 2 due to fences. It was requested that he send this information to the district manager so she could coordinate with the HOA.

There were no audience comments.

## ELEVENTH ORDER OF BUSINESS

## Adjournment

On a motion by Mr. Romero, seconded by Ms. Carley, with all in favor, the Board adjourned the Board of Supervisors' Meeting at 12:29 p.m. for Glen St. Johns Community Development District.

Secretary/Assistant Secretary

Chairman/Vice Chairman

## **Tab 2**

# Glen St. Johns Community Development District

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District Office · St. Augustine, Florida 32084  
Mailing Address · 3434 Colwell Avenue · Suite 200, Tampa Florida 33614  
[www.glenstjohnscdd.org](http://www.glenstjohnscdd.org)

## **Operations and Maintenance Expenditures July 2022 For Board Approval**

Attached please find the check register listing the Operation and Maintenance expenditures paid from July 1, 2022 through July 31, 2022. This does not include expenditures previously approved by the Board.

The total items being presented:     **\$23,704.14**

Approval of Expenditures:

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\_\_\_\_\_Chairperson

\_\_\_\_\_Vice Chairperson

\_\_\_\_\_Assistant Secretary



# Glen St. Johns Community Development District

## Paid Operation & Maintenance Expenditures

July 1, 2022 Through July 31, 2022

<u>Vendor Name</u>	<u>Check Number</u>	<u>Invoice Number</u>	<u>Invoice Description</u>	<u>Invoice Amount</u>
AT & T Corp	2022-07-01	132474430 06/22	Phone/Internet/Alarm Monitoring 06/22	\$ 103.30
Commercial Energy Specialists	003351	179750	Valve Assembly & Install 05/22	\$ 981.56
Erica Belland	003348	070622 Belland	Amenity Card Refund 07/22	\$ 15.00
Estate Management Services, Inc.	003353	40885	Pond Management Services 07/22	\$ 839.52
Florida Power & Light Company	2022-07-02	FPL Summary 06/22	FPL Summary 06/22	\$ 4,111.63
Glen St. Johns CDD	CD010	CD010	Debit Card Replenishment	\$ 87.46
Holiday Inn Express & Suites	003354	071522	BOS Meeting Space Rental 08/22	\$ 100.00
Innersync	003349	20490	ADA Website Compliance Qt 07/22	\$ 384.38
JEA	2022-07-03	1608024175 05/22	1430 St Thomas Island Py 05/22	\$ 695.47
Kutak Rock, LLP	003350	3068614	Legal Services 05/22	\$ 306.50
Rizzetta & Company, Inc.	003347	INV0000069371	District Management Fees 07/22	\$ 3,260.83
Verdego, LLC	003355	8618	Monthly Landscape Maintenance 07/22	\$ 8,643.07
Vesta Property Services, Inc.	003357	118539	Billable Expenses 06/22 Credit	\$ (157.86)

## Glen St. Johns Community Development District

### Paid Operation & Maintenance Expenditures

July 1, 2022 Through July 31, 2022

<u>Vendor Name</u>	<u>Check Number</u>	<u>Invoice Number</u>	<u>Invoice Description</u>	<u>Invoice Amount</u>
Vesta Property Services, Inc.	003357	118545	Billable Expenses 06/22 Credit	\$ (25.43)
Vesta Property Services, Inc.	003356	400194	Amenity Management Services 07/22	\$ 2,620.46
Vesta Property Services, Inc.	003352	400555	Pressure Wash 06/22	\$ 475.00
Vesta Property Services, Inc.	003357	400655	Billable Expenses 06/22	\$ 1,114.81
Waste Pro, Inc	2022-07-04	0000361279	Waste Disposal Services 08/22	<u>\$ 148.44</u>
<b>Report Total</b>				<u><b>\$ 23,704.14</b></u>

## **Tab 3**

# Glen St. Johns

## Field Operations Report

*Date of report: September 21, 2022*

*Submitted by: Steve Howell*

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### **AMENITY ATHLETICS:**

- 5 registered for soccer so far. We've got only 2 weeks left of registration.
- 1 for basketball. Basketball registration continues until the end of the month.

### **SIDEWALK REPAIR:**

- This project was completed and cleaned after contractor

### **PLAYGROUND AND OUTDOOR EXERCISE ADDITIONS:**

- After the last meeting, staff and I went onsite to take a thorough look for the missing exercise instruction pole. We were unable to locate it either around the lift station or in the woods to the perimeter of the park. Fortunately it is simply the push up station which is fairly self-explanatory.

### **COMPLETED PROJECTS / No Board action required:**

- Routine maintenance and janitorial throughout.
- Windows – We have had Ace Windows and Doors out for an estimate to replace both broken windows and possibly the 2 bathroom doors as the Men's door is in fact warped. We hope to have the estimate in hand for Board approval by meeting time
- Front gate - We have had Sunbelt Gated Access Systems out for an estimate to remove / replace the main entrance gate with both a taller fence / gate, as well as to the front creating scenario where all facility doors are beyond the gate. While on site, we also requested an estimate for more 'state of the art' cameras with better clarity and dependability. We hope to have the estimate in hand for Board review by meeting time
- After the meeting, I checked the Utility Closet for functionality, in every possible scenario and it seems to be working fine, closing and latching
- FA Staff hours - to be determined pre-season next year
- Olympic bar - delivered on Wednesday following the meeting
- Treadmill - It was in fact not resting level. Tech went to perform diagnostic and reset. He got it almost flat but after checking with Manufacturer, we'll be getting it replaced under warranty.
- Multi-purpose court - shared picks with Board. Hoping to have information for the Board's review by meeting time
- Blinds – we would like to remove the cheap aluminum blinds and replace with faux Levolor Blinds. We'd would like a not to exceed on this project at the meeting. I will have numbers available
- We continue to check playgrounds for safety and functionality.
- The County continues to effectively maintain Leo Mcguire pkwy
- I've attached the weekly landscape accountability reporting tool.
- We continue to ride the community monitoring signs, drains, road conditions, etc.
- Verdego continues to perform at the desired level. Any issues reported to us are immediately being shared with Verdego Management, and the issues are being handled swiftly.
- All in all the community seems to be content and running smoothly

**POND AND LAKE MANAGEMENT:**

- Overall we are pleased with the conditions of the water relative to this time of year. It has been reported numerous times about trash being missed and subsequently shared with their mgmt.
- Per Board request, we have obtained proposals from three (3) other pond management vendors for service. The DM will have them for your review
- The ponds are looking really good for the most part.

**WHAT TO EXPECT IN THE UPCOMING MONTHS:**

- Continued diligence on a clean facility
- Continued oversight on landscaping, pond management, and irrigation

*Should you have any comments or questions feel free to contact me directly.*



Contracted Item Description																																						
		January				February				March				April				May				June				July				August				September				
		1/2-1/8	1/9-1/15	1/16-1/22	1/23-1/29	1/30-2/5	2/6-2/12	2/13-2/19	2/20-2/26	2/27-3/5	3/6-3/12	3/13-3/19	3/20-3/26	3/27-4/2	4/3-4/9	4/10-4/16	4/17-4/23	4/24-4/30	5/1-5/7	5/8-5/14	5/15-5/21	5/22-5/28	5/29-6/4	6/5-6/11	6/12-6/18	6/19-6/25	6/26-7/2	7/3-7/9	7/10-7/16	7/17-7/23	7/24-7/30	7/31-8/6	8/7-8/13	8/14-8/20	8/21-8/27	8/28-9/3	9/4-9/10	9/11-9/17
Pond Mowing	Mowing																																					
	Mowing																																					
	Weeding																																					
Edging	Edging																																					
	Edging																																					
	Edging																																					
Tree and Shrub Care	Tree and Shrub Care																																					
	Tree and Shrub Care																																					
	Tree and Shrub Care																																					

[illegible]



























## **Tab 4**



**Glen St. Johns Community Development District**

*Ms. Lesley Gallagher*

District Manager

2806 N. 5<sup>th</sup> Street, Unit 403

St. Augustine, Florida 32084

**Proposal for Annual Operation and Maintenance of Amenity Facilities and Field Services**

**Introduction:**

Vesta Property Services (“Vesta”) is pleased to present Glen St. Johns CDD this proposal for pool, janitorial, facility maintenance, and field operations services.

We believe that due to our successful track record with area communities like Bartram Springs, Durbin Crossing, Heritage Landing, Shearwater, Rivertown, John’s Creek, Julington Creek Plantation, and our long history with GSJ, we truly understand your requirements and are confident that our proposed services will effectively address your needs. Vesta employs many certified pool operators and several state-certified technicians. This Proposal is divided into three (3) sections: Scope of Services, Notes and Pricing.

- I. Scope of services:** The Contract Personnel will be on site a minimum of 18 hours weekly. Amenity Management oversight and Field Service / Maintenance oversight. Staff are responsible for the overall appearance of the District Amenity Center. Staff shall have a thorough knowledge of the community served, and shall at all times endeavor to provide a timely, personal response to problems or requests for all services.

**a) General Facility Maintenance - \$5,239.00**

Maintain and repair (as able) the district’s amenity/recreation components.

- 1) *Building:* monitor and repair fitness equipment as able; monitor condition of all doors, adjoining fencing and gates and resolve any problems, either through repairs or adjustments or securing services of door/gate contractor; touch-up painting as needed; control cobwebs and prevent other debris from accumulating on exterior walls; and replace interior lights and AC filters as needed. Report any extraordinary repairs to District Manager as needed.
- 2) *Pool Deck:* Blow off entire deck area regularly; empty and replace waste receptacles around pool area; control algae growth around pool deck.
- 3) *Playground Park Area:* Check equipment, periodically clean equipment and remove debris on and around equipment as needed.
- 4) *Parking Lot:* Blow off debris; pick up trash and debris as needed.
- 5) *Dog Trash Stations:* Maintain weekly change out of all dog stations throughout community.
- 6) *Pressure Washing:* Amenity center, adjacent concrete and parking lot, along with both playgrounds twice annually
- 7) Assess and advise the district of any necessary repairs, extraordinary cleaning, or

- replacement items that may be required due to “normal wear and tear,” “acts of God,” or vandalism, and secure cost estimates for same. Such work shall be billed separately, upon approval of the district. These services may be provided by Vesta or outside service contractors.
- 8) Maintenance shall be performed a minimum of three (3) days per week.

**Note:** Vesta shall attempt to provide as many necessary repairs under this scope as possible without the district incurring the costs of utilizing outside contractors for repair services. Vesta shall not be held liable for the performance or lack thereof, of other vendors or contractors.

**b) Swimming Pool Maintenance: - \$5,239.00**

Vesta shall provide the following services in order to maintain the district’s swimming pool:

- 1) Check pool water quality and complete equivalent to *DH Form 921 3/98 Swimming Pool Report*, as required by Chapter 64E-9.004(13), FAC.
- 2) Conduct necessary tests for proper pool chemicals as required in order to maintain water quality levels within requirements of Chapter 64E-9.004(d).
- 3) Operate filtration and recirculation systems, backwashing as needed. Clean all strainers. Maintain pool at proper water level, and maintain filtration rates. Check valves for leaks, as well as other components, and maintain in proper condition.
- 4) Manually skim, brush and vacuum pools as necessary. Maintenance shall be performed a minimum of three (3) days per week. It is **recommended** that the pools be closed on Mondays for super chlorination and algae treatment as necessary.
- 5) Advise the C.D.D. of any necessary repairs, cleaning, or replacement items required due to “normal wear & tear,” “acts of God,” or vandalism. Such repairs shall be billed separately, upon approval of the C.D.D.
- 6) Pool maintenance shall be performed a minimum of three (3) days per week.
- 7) All pool chemicals necessary to perform the above maintenance are not included in this proposal. Additional service and/or chemicals required due to natural disasters, uncontrolled equipment failures or gale-force winds (or stronger) shall be billable.

**c) Facility Maintenance and Janitorial Services - \$7,983.00**

Vesta shall provide the following services in order to maintain a clean environment in all amenity center indoor spaces:

- 1) Dust and damp mop all tiled areas including baseboards.
- 2) Dust window ledges, blinds, air condition vents and returns.
- 3) Clean all windows.
- 4) Empty and remove all trash from receptacles.
- 5) Bathrooms: clean and disinfect floors, counters, mirrors, toilets, urinals and all surrounding areas. Paper and soap dispensers shall be cleaned and filled as needed.  
*Note: cost of paper supplies, trash bags, and soap are to be supplied by the district.*

- 6) Fitness room: Clean flooring, ceiling fans, baseboards, and provide light cleaning to all fitness equipment.
- 7) The contractor shall furnish ***ALL*** necessary cleaning equipment and supplies for the provision of the janitorial services described herein. Should extraordinary cleaning services be required (as agreed to by the District or District management), such special services and/or equipment and supplies shall be billable to the district.
- 8) Janitorial duties shall be performed a minimum of three (3) days per week.

**d) Amenity Management and Field Oversight – 16,435.00**

Vesta shall provide the following services including any necessary communication and oversight of other onsite contractors or maintenance staff engaged by the District.

- 1) Provide general oversight of all district common grounds and assets.
- 2) Weekly community drives fulfilling vendor accountability
- 3) Advise the District of any necessary repairs, extraordinary cleaning, or replacement of assets. .
- 4) Implement all policies and procedures established by the District as they relate to the day-to-day maintenance and upkeep of the District. The individual shall have a thorough knowledge of the community and provide a timely, personal response regarding problems or request for service and handle them as expeditiously as possible, given they are within the parameters requested in the RFP.
- 5) Remain aware of potential safety or security hazards within district property, communicate with the appropriate district personnel regarding possible corrective action to resolve a safety or security matter, and implement such action when necessary, for the safety and security of the district.
- 6) Maintain full knowledge/awareness of all aspects of residential community maintenance to include landscaping, lake and wetland maintenance, carpentry, electrical, plumbing, painting, and management and/or monitoring of recreational facilities.
- 7) Acting as liaison between residents and District Management / Board of Directors
- 8) Assess property damage, neglect and/or depreciation and estimate costs associated with repair and/or replacement.
- 9) Train/supervise site staff and maintenance team, if applicable; be responsible for all work performed by staff.
- 10) Advise the District of any necessary repairs, extraordinary cleaning, or replacement items that may be required due to “normal wear-and-tear,” “acts of God,” or vandalism, and secure cost estimates for the same. (Such work that is outside the normal, day-to-day maintenance scope of work shall be billed separately, upon arrival of the District, either by Vesta or other outside service contractors.)
- 11) Maintain inventory control of maintenance items, including preparation of preventative maintenance programs.
- 12) Field Operations duties shall be performed as needed throughout the month to both ensure regular site inspections and provide oversight tied to work performed by outside service contractors.

## II. Notes:

- a) Insurance: Vesta shall carry general liability coverage of at least \$1,000,000, and name the district as an additional insured under this policy. Vesta's program instructors and subcontractors (if any) shall also conform to the district's insurance requirements. Finally, Vesta shall provide proof of required insurance requirements upon request by the district.
- b) Liability: Vesta shall not be held liable for the performance or lack thereof, of other recreation complex vendors or contractors who are outside Vesta's control.
- c) Purchases: The District shall authorize the use of a District issued debit card to staff for the purpose of alleviating 'Pass thru' when making purchases for the District. This is necessary for the purpose of avoiding unnecessary paid sales tax while also eliminating the added administrative burden for both Vesta and District Management.
- d) Corporate staffing expenses: Vesta shall be responsible for all necessary insurance payments (including workman's compensation, as required by Florida law), payroll taxes, and the provision of various benefits on behalf of its staff.
- e) Uniforms: All Staff shall wear company uniforms, provided by Vesta.
- f) Capital Expenditures: Vesta has a lot of strong business relationships and ultimately preferred pricing, but shall obtain a minimum of three (3) competitive bids (if possible) on any recommended capital improvements in the future.
- g) Mileage: Vesta shall be responsible for regular mileage within the community while on site. However, any mileage incurred offsite for the benefit of the community such as acquiring parts or supplies for repairs, etc. shall be billable to the community.

### III. Pricing:

**Total Annual Fees for all services: \$34,896.00 or \$2,908.00 per a month**

#### Terms:

- Vesta shall invoice monthly for the above services.
- Invoices shall be paid net thirty (30) days upon receipt.

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Authorized Vesta Representative Print

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Authorized District Representative Print

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Authorized Vesta Representative Sign and date

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Authorized District Representative Sign and date

## **Tab 5**

RECEIVED  
AUG 1 1 2022  
BY: .....

Glen St. Johns CDD  
3434 Colwell Ave Suite 200  
Tampa, FL 33614-8390

August 5, 2022

RE: January 2023 Price Increase Notification

Service Location(s): Glen St. Johns Amenity Center, 1430 St Thomas Is Pkwy, St Augustine, FL 32092-3224

Dear Valued Client,

While we strive to manage costs wherever possible and shield our clients from price adjustments as often as we can, we find it necessary to raise our prices in 2023 due to increasing labor and materials costs. As a result, and in order to continue providing the highest-quality service in the market, we will be implementing a 10% price increase on all commercial contracts as of January 1, 2023. This is an advanced notice for the upcoming budgeting season to allow you as much time to plan as possible.

You have my personal assurance that this will allow us to continue delivering unsurpassed service, top-of-the-line products and equipment, the latest technological advancements, and the best-trained technicians.

If you have any questions or concerns, please do not hesitate to contact me at 1-800-225-5305. I, and the entire Turner Pest Control team, look forward to many more years of working with you to support the success of your business.

Best regards,

Cheri Michaels  
President  
Turner Pest Control



## **Tab 6**



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

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

## Water Management Agreement

**MAS**

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

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

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

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

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

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

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

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

Hereinafter called "CUSTOMER"

**REQUESTED START DATE:** \_\_\_\_\_

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

The parties hereto agree to follows:

- A. THE LAKE DOCTORS agrees to manage certain lakes and/or waterways for a period of twelve (12) months from the date of execution of this Agreement in accordance with the terms and conditions of this Agreement in the following location(s):

**Ten (10) ponds associated with Glen St. Johns CDD, St. Augustine, Florida.**

Includes a minimum of twelve (12) inspections and/or treatments, as necessary, for control and prevention of noxious aquatic weeds and algae.

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

1. Underwater and Floating Vegetation Control Program	\$	<b>935.00 monthly</b>
2. Shoreline Grass and Brush Control Program	\$	<b>INCLUDED</b>
3. Free Callback Service	\$	<b>INCLUDED</b>
4. Additional Treatments, if required	\$	<b>INCLUDED</b>
5. Detailed Written Service Reports	\$	<b>INCLUDED</b>
Total of Services Accepted	\$	<b>935.00 monthly</b>

**\$935.00 of the above sum-total shall be due and payable upon execution of this Agreement**, the balance shall be payable in advance in monthly installments of **\$935.00** including any additional costs such as sales taxes, permitting fees, monitoring, reporting, water testing and related costs mandated by any governmental or regulatory body related to service under this Agreement.

- C. THE LAKE DOCTORS uses products which, in its sole discretion, will provide effective and safe results.
- D. THE LAKE DOCTORS agrees to commence treatment within **fifteen (15)** business days, weather permitting, from the date of receipt of this executed Agreement plus initial deposit and/or required government permits.
- E. The offer contained herein is withdrawn and this Agreement shall have no further force and effect unless executed and returned by CUSTOMER to THE LAKE DOCTORS on or before **November 9, 2019**
- F. The terms and conditions appearing on the reverse side form an integral part of this Agreement, and CUSTOMER hereby acknowledges that he has read and is familiar with the contents thereof. Agreement must be returned in its entirety to be considered valid.

THE LAKE DOCTORS, INC.

CUSTOMER

Signed

MARK A. SEYMOUR, SALES MANAGER

Signed \_\_\_\_\_

Name \_\_\_\_\_

Dated \_\_\_\_\_

## TERMS AND CONDITIONS

- 1) The Underwater and Floating Vegetation Control Program will be conducted in a manner consistent with good water management practice using the following methods and techniques when applicable.
  - a) Periodic treatments to maintain control of noxious submersed, floating and emersed aquatic vegetation and algae. CUSTOMER understands that some beneficial vegetation may be required in a body of water to maintain a balanced aquatic ecological system.
  - b) Determination of dissolved oxygen levels prior to treatment, as deemed necessary, to ensure that oxygen level is high enough to allow safe treatment. Additional routine water analysis and/or bacteriological analysis may be performed if required for success of the water management program.
  - c) Where applicable, treatment of only one-half or less of the entire body of water at any one time to ensure safety to fish and other aquatic life. However, THE LAKE DOCTORS shall not be liable for loss of any exotic or non-native fish or vegetation. Customer must also notify THE LAKE DOCTORS if any exotic fish exist in lake or pond prior to treatment.
  - d) CUSTOMER understands and agrees that for the best effectiveness and environmental safety, materials used by THE LAKE DOCTORS may be used at rates equal to or lower than maximum label recommendations.
  - e) Triploid grass carp stocking, if included, will be performed at stocking rates determined the Florida Fish and Wildlife Conservation Commission permit guidelines.
  - f) CUSTOMER agrees to provide adequate access. Failure to provide adequate access may require re-negotiation or termination of this Agreement.
  - g) Control of some weeds may take 30-90 days depending upon species, materials used and environmental factors.
  - h) When deemed necessary by THE LAKE DOCTORS and approved by CUSTOMER, the planting and/or nurturing of certain varieties of plants, which for various reasons, help to maintain ecological balance.
- 2) Under the Shoreline Grass and Brush Control Program, THE LAKE DOCTORS will treat border vegetation to the water's edge including, but not limited to torpedograss, cattails, and other emergent vegetation such as woody brush and broadleaf weeds. Many of these species take several months or longer to fully decompose. CUSTOMER is responsible for any desired physical cutting and removal.
- 3) CUSTOMER agrees to inform THE LAKE DOCTORS in writing if any lake or pond areas have been or are scheduled to be mitigated (planted with required or beneficial aquatic vegetation). THE LAKE DOCTORS assumes no responsibility for damage to aquatic plants if CUSTOMER fails to provide such information in a timely manner. Emergent weed control may not be performed within mitigated areas, new or existing, unless specifically stated by separate contract or modification of this Agreement. CUSTOMER also agrees to notify THE LAKE DOCTORS, in writing, of any conditions which may affect the scope of work and CUSTOMER agrees to pay any resultant higher direct cost incurred.
- 4) If at any time during the term of this Agreement, CUSTOMER feels THE LAKE DOCTORS is not performing in a satisfactory manner, or in accordance with the terms of this Agreement, CUSTOMER shall inform THE LAKE DOCTORS, in writing, stating with particularity the reasons for CUSTOMER'S dissatisfaction. THE LAKE DOCTORS shall investigate and attempt to cure the defect. If, after 30 days from the giving of the original notice, CUSTOMER continues to feel THE LAKE DOCTORS performance is unsatisfactory, CUSTOMER may terminate this Agreement by giving notice ("Second Notice") to THE LAKE DOCTORS and paying all monies owing to the effective date of termination. In this event, the effective date of termination shall be the last day of the month in which said second notice is received by THE LAKE DOCTORS.
- 5) Federal and State regulations require that various water time-use restrictions be observed during and following some treatments. THE LAKE DOCTORS will notify CUSTOMER of such restrictions. It shall be CUSTOMER responsibility to observe the restrictions throughout the required period. CUSTOMER understands and agrees that, notwithstanding any other provision of the Agreement, THE LAKE DOCTORS does not assume any liability for failure by any party to be notified of, or to observe, the above regulations.
- 6) THE LAKE DOCTORS shall maintain the following insurance coverage and limits: (a) Workman's Compensation with statutory limits; (b) Automobile Liability; (c) Comprehensive General Liability, including Pollution Liability, Property Damage, Completed Operations and Product Liability. A Certificate of Insurance will be provided upon request. A Certificate of Insurance naming CUSTOMER as "Additional Insured" may be provided at CUSTOMER'S request. CUSTOMER agrees to pay for any additional costs of insurance requirements over and above that is provided by THE LAKE DOCTORS.
- 7) Neither party shall be responsible for damages, penalties or otherwise for any failure or delay in performance of any of its obligations hereunder caused by strikes, riots, war, acts of God, accidents, governmental orders and regulations, curtailment or failure to obtain sufficient material, or other force majeure condition (whether or not of the same class or kind as those set forth above) beyond its reasonable control and which, by the exercise of due diligence, it is unable to overcome. Should THE LAKE DOCTORS be prohibited, restricted or otherwise prevented or impaired from rendering specified services by any condition, THE LAKE DOCTORS shall notify CUSTOMER of said condition and of the excess direct costs arising there from. CUSTOMER shall have thirty (30) days after receipt of said notice to notify THE LAKE DOCTORS in writing of any inability to comply with excess direct costs as requested by THE LAKE DOCTORS.
- 8) CUSTOMER warrants that he or she is authorized to execute the Water Management Agreement on behalf of the riparian owner and to hold THE LAKE DOCTORS harmless for consequences of such service not arising out of the sole negligence of THE LAKE DOCTORS.
- 9) CUSTOMER understands that, for convenience, the annual investment amount has been spread over a twelve-month period and that individual monthly billings do not reflect the fluctuating seasonal costs of service. If CUSTOMER places their account on hold, an additional start-up charge may be required due to aquatic re-growth.
- 10) THE LAKE DOCTORS agrees to hold CUSTOMER harmless from any loss, damage or claims arising out of the sole negligence of THE LAKE DOCTORS. However, THE LAKE DOCTORS shall in no event be liable to CUSTOMER or others for indirect, special or consequential damages resulting from any cause whatsoever.
- 11) Upon completion of the term of this Agreement, or any extension thereof, this Agreement shall be automatically extended for a period equal to its original term unless terminated by either party. If required, THE LAKE DOCTORS may adjust the monthly investment amount after the original term. THE LAKE DOCTORS will submit written notification to CUSTOMER 30 days prior to effective date of adjustment. If CUSTOMER is unable to comply with the adjustment, THE LAKE DOCTORS shall be notified immediately in order to seek a resolution.
- 12) THE LAKE DOCTORS may cancel this agreement with or without cause by 30-day written notice to customer.
- 13) Should CUSTOMER become delinquent, THE LAKE DOCTORS may place the account on hold for non-payment and CUSTOMER will continue to be responsible for the monthly investment amount even if the account is placed on hold. Service may be reinstated once the entire past due balance has been received in full. Should it become necessary for THE LAKE DOCTORS to bring action for collection of monies due and owing under this Agreement, CUSTOMER agrees to pay collection costs, including, but not limited to, reasonable attorneys fee (including those on appeal) and court costs, and all other expenses incurred by THE LAKE DOCTORS resulting from such collection action.
- 14) This Agreement is assignable by CUSTOMER upon written consent by THE LAKE DOCTORS.
- 15) This Agreement constitutes the entire agreement of the parties hereto and shall be valid upon acceptance by THE LAKE DOCTORS Corporate Office. No oral or written alterations or modifications of the terms contained herein shall be valid unless made in writing and accepted by an authorized representative of both THE LAKE DOCTORS and CUSTOMER.
- 16) If Agreement includes trash/debris removal, THE LAKE DOCTORS will perform the following: removal of casual trash such as cups, plastic bags and other man-made materials up to 20 lbs. during regularly scheduled service visits. Large or dangerous items such as biohazards and landscape debris will not be included.
- 17) CUSTOMER agrees to reimburse THE LAKE DOCTORS for all processing fees for registering with third party companies for compliance monitoring services and/or invoicing portal fees.

















## WATERWAY MANAGEMENT SERVICE AGREEMENT

This Agreement made the date set forth below, by and between Florida Waterways, Inc., a Florida Corporation, hereinafter called "FLORIDA WATERWAYS", and

Glen St. Johns Community Development District  
c/o Steve Howell, Director of Field Services  
Vesta Property Services  
245 Riverside Ave., Ste 300  
Jacksonville, Florida 32202  
(904) 654-6304

hereinafter called "CUSTOMER". The parties hereto agree as follows:

1. FLORIDA WATERWAYS agrees to manage certain lake(s), pond(s), and/or waterway(s) in accordance with the terms and conditions of this Agreement for a period of twelve (12) months from the date of receipt in the following location:

Twenty-Four (24) annual treatments and/or inspections of ten (10) approximately 21.6±-acres of wet detention ponds as shown on Waterway Map

2. CUSTOMER agrees to pay FLORIDA WATERWAYS, its agents or assigns, each month the following sum for specified waterway management services:

Algae and Aquatic Vegetation Control (including Floating Vegetation)	\$ 825.00
Shoreline Grass Control	\$ INCLUDED
Debris Removal	\$ INCLUDED
Management Reporting	\$ INCLUDED
Triploid Grass Carp Stocking* w/ Included Permitting Assistance	\$ INCLUDED
Water Quality & Chemistry Monitoring *	\$ INCLUDED
Florida Waterways 100% Control Guarantee	\$ INCLUDED
(Free Callback Service & Additional Treatments, if required)	
Total Recurring Service Charges	\$ 825.00

\*Services performed at FLORIDA WATERWAYS' sole discretion for the success of the Waterway Management Services Agreement. Up to 100 grass carp in Year-1, stocked at FWI's discretion, is included. Thereafter additional grass carp are \$8.50/each.

3. FLORIDA WATERWAYS agrees to commence Waterway Management Services within fifteen (15) business days, weather permitting, from the date of receipt of this executed Agreement plus initial deposit and/or issuance of required government permits.

4. The terms and conditions appearing on the reverse side form an integral part of this Agreement, and CUSTOMER hereby acknowledges that they have read and are familiar with the contents thereof. Agreement must be accepted in its entirety to be considered valid.

By:  
FLORIDA WATERWAYS

CUSTOMER

Jim Schwartz  
Email: [Jim@FloridaPond.com](mailto:Jim@FloridaPond.com)

Printed: \_\_\_\_\_

Proposal Date: September 9, 2022

Dated: \_\_\_\_\_

The offer contained herein is withdrawn and this Agreement shall have no further force and effect unless executed and returned by CUSTOMER to FLORIDA WATERWAYS within ninety (90) days from the effective Proposal Date.

# TERMS & CONDITIONS

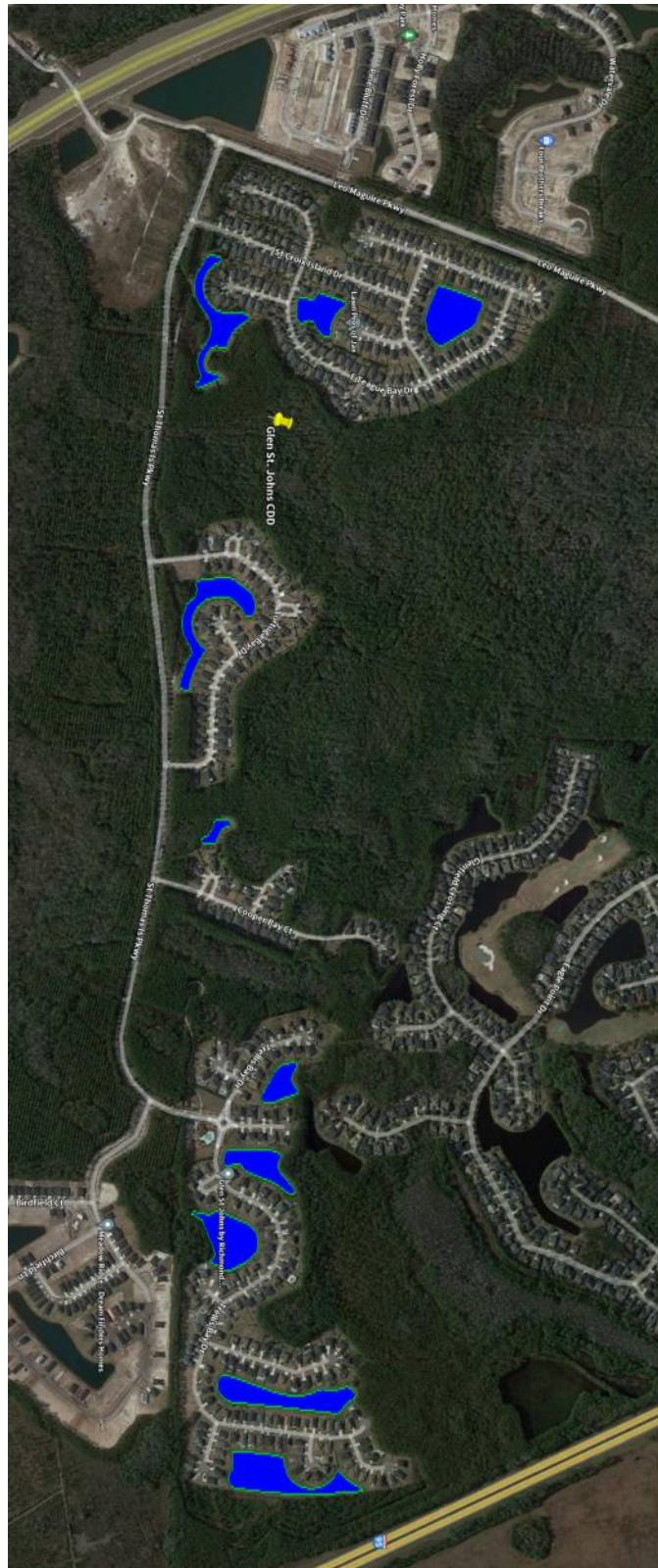
- 1) The Algae and Aquatic Vegetation Control and Shoreline Grass Control Programs will be conducted in a manner consistent with Best Management Practices (BMPs) intended to prevent the stormwater management facility (SWMF) and associated control structures from becoming clogged or choked with vegetative or aquatic growth to such an extent as to render them inoperable. Control of vegetative and aquatic growth may take 30-90 days depending upon species, materials used and environmental factors.
- 2) FLORIDA WATERWAYS, in its sole discretion, will implement an Integrated Pest Management (IPM) Plan for CUSTOMERS site which may utilize chemical, mechanical-physical, biological and/or cultural procedures (as applicable) for controlling aquatic plants, including:
  - a. Class I Prohibited Aquatic Plants listed by the Florida Department of Agriculture and Consumer Services as cited Rule 5B-64.011, F.A.C.
  - b. Category I & II Invasive Plant Species listed by Florida Exotic Pest Plan Council (FLEPPC)

These listed plants have a tendency to spread or become invasive in an ecosystem, sometimes in a rapid manner, so as to impair the ecosystem's ability to function by altering its productivity, decomposition, water fluxes, nutrient cycling and loss, soil fertility, erosion, dissolved oxygen concentrations, or its ability to maintain its existing species diversity. These plants also have the ability to create dense, monospecific stands or monotypic stands which displace or destroy native plant habitat, destroy fish and wildlife habitats, inhibit water circulation, hinder navigation and irrigation, or severely restrict the recreational use of waterways.
- 3) Triploid grass carp stocking, if included, will be performed at stocking rates determined by FLORIDA WATERWAYS, within Florida Fish and Wildlife Conservation Commission permit guidelines. If deemed necessary, carp containment barriers will be coordinated with CUSTOMER at a rate of \$35.00/SF. FLORIDA WATERWAYS designs and fabricates the industry's best custom carp containment barriers out of welded aluminum construction. Barriers built by FLORIDA WATERWAYS are guaranteed to meet FWC's specifications.
- 4) CUSTOMER agrees to provide adequate access to the SWMF, including boat access. Failure to provide boat access may require re-negotiation or termination of this Agreement. If, at time of treatment, access to the site has been restricted and FLORIDA WATERWAYS is unable to provide services, FLORIDA WATERWAYS reserves the right to impose a fuel surcharge as may be necessary.
- 5) CUSTOMER agrees that the system will be kept free of debris, trash, garbage, oils and greases, and other refuse. Included debris removal by FLORIDA WATERWAYS is limited to small, incidental litter that may accumulate within the SWMF. Removal of large debris resulting from intentional or unintentional dumping, vandalism, or weather events may result in additional service charges. Agreements that include debris removal shall consist of: Removal of casual trash such as cups, plastic bags and other man-made materials up to 20 lbs. during regularly scheduled service visits. Large or dangerous items such as biohazards and landscape debris will not be included.
- 6) Under the Shoreline Grass Control Program, FLORIDA WATERWAYS will treat border vegetation to the SWMF's Normal Water Level (NWL) including, but not limited to torpedograss, cattails and other emergent vegetation such as woody brush and broadleaf weeds. Many of these species leave visible structure which may take several seasons to decompose. CUSTOMER is responsible for removing such structure if desired. CUSTOMER understands that during periods of prolonged drought, or due to a change in hydrological conditions, the SWMF's water level may fall below the NWL elevation. Treatment of border vegetation below the NWL will be coordinated between CUSTOMER and FLORIDA WATERWAYS and may result in a service surcharge.
- 7) CUSTOMER understands, that, for convenience, the annual service charge has been spread over a twelve-month period and that individual monthly billings do not reflect the fluctuating seasonal costs of service.
- 8) FLORIDA WATERWAYS, in implementing the IPM, will use methods that protect or restore fish and wildlife habitat. CUSTOMER understands that some beneficial vegetation may be required in a body of water to maintain a balanced aquatic ecological system. When deemed necessary, FLORIDA WATERWAYS may plant and/or nurture certain variety of plants, which for various reasons, help to maintain ecological balance.
- 9) FLORIDA WATERWAYS shall maintain the following insurance coverage: a) Automobile Liability; b) Comprehensive General Liability; c) comply with Florida's Workers Compensation Law (FSS Chapter 420) statutory limits.
- 10) FLORIDA WATERWAYS agrees to hold CUSTOMER harmless from any loss, damage, or claims arising out of the sole negligence of FLORIDA WATERWAYS; however, FLORIDA WATERWAYS, shall in no event be liable to CUSTOMER, or others, for indirect special or consequential damages resulting from any cause whatsoever.
- 11) This Agreement may be terminated without cause by either party upon a 30 days' written notice to the other party.
- 12) Upon completion of the term of this Agreement, or any extension thereof, this Agreement shall be automatically extended for a period equal to its original term unless terminated by either party. If required, FLORIDA WATERWAYS may adjust the monthly recurring service charge amount after the original term. FLORIDA WATERWAYS will submit written notification to CUSTOMER thirty (30) days prior to effective date of adjustment. If CUSTOMER is unable to comply with the adjustment, FLORIDA WATERWAYS shall be notified immediately in order to seek a resolution. If necessary, CUSTOMER may terminate this Agreement according to the procedure outlined in #11 above.
- 13) Should CUSTOMER become sixty (60) days delinquent, FLORIDA WATERWAYS may place the account on hold for non-payment and CUSTOMER will continue to be responsible for the monthly service charge even if the account is placed on hold. FLORIDA WATERWAYS reserves the right to impose a monthly service charge on past due balances and/or cancel the Agreement. Monthly interest will accrue on delinquent accounts at a rate of 1.5% per month. Service may be reinstated once the entire past due balance has been received in full, including interest. Should it become necessary for FLORIDA WATERWAYS to bring action for collection of monies due and owing under this Agreement, CUSTOMER agrees to pay collection costs, including, but not limited to reasonable attorney's fees (including those on appeal) and court costs, and all other expenses incurred by FLORIDA WATERWAYS resulting from such collection action.



# WATERWAY MAP

Glen St. Johns





**North Florida Office**

6950 Philips Highway

Unit 24

Jacksonville, FL 32216

**(904) 801-LAKE (5253)**

# Lake & Pond Management

## Services Overview



**FLORIDA WATERWAYS, INC.**  
*Your Trusted Waterway Advisors*  
**[www.FloridaLake.com](http://www.FloridaLake.com)**



## PROVEN LAKE MANAGEMENT SOLUTIONS

Florida Waterways, Inc. is a State-wide environmental firm specializing in pond and lake management using solution focused, science-based approaches. Florida Waterways has a team of environmental professionals who specialize in multiple disciplines including: aquatic biology and ecology, limnology, entomology, soils, chemistry, sampling, and landscape sciences. Florida Waterways provides lake and pond management services for the North Florida Region, Central Florida Region and Tampa Bay Region.

Florida Waterways is a full-service lake management provider offering annual pond and lake maintenance programs, aeration and fountain system installation and design, fish stocking and fisheries management, algae and aquatic weed control, mitigation and wetland management, and water quality restoration services.



### THE FLORIDA WATERWAYS GUARANTEE

We put our money where our mouth is. When you purchase a service contract with the **100% Control Guarantee**, we mean just that! Algae and nuisance vegetation are a thing of the past. We provide a cost quote and that is all you pay... regardless of whether it takes 2 applications or 10! Bar none, this is the best warranty in the business.



## Why Florida Waterways, Inc?

### Licensed and Insured

Our Field Biologists are properly licensed with the Florida Department of Agriculture and Consumer Services for the services we offer and the locations we work in.

We carry General Liability Insurance, Automobile Insurance and Workers Compensation Coverage.

### Knowledgeable

Florida Waterways has a team of environmental professionals who specialize in multiple disciplines including: aquatic biology and ecology, limnology, entomology, soils, chemistry, sampling, and landscape sciences.

### Responsive

Immediate service when needed due to local concentration of professional staff.

### Equipped

Our work takes us to some challenging environs. We've made the investment in a fleet of specialized equipment so we have the right tools for the job.

### Accredited

As a company Florida Waterways is an Accredited Member of the Society of Lake Management Professionals, member of the Florida Lake Management Society, and the Florida Aquatic Plant Management Society.

Our staff consists of degreed environmental professionals, Clemson University Master Pond Managers and University of Florida | Florida Master Naturalists.



## PROVEN LAKE MANAGEMENT SOLUTIONS

### ALGAE & AQUATIC WEED CONTROL

- Control and maintenance of excessive algae
- Control and maintenance of nuisance aquatic weeds
- Control and maintenance of shoreline grasses and brush
- Scheduled inspections and monitoring
- Management reporting
- Trash and debris removal



### FLOATING FOUNTAIN DISPLAYS & AERATION SYSTEMS

Sales, service and installation of floating fountains and diffused bottom aeration systems. We carry top-tier manufactures with industry leading warranties for peace of mind. Bathymetric models of diffused bottom aeration systems to custom design systems specified for your unique waterway.



### TRIPLOID GRASS CARP & FISHERIES MANAGEMENT

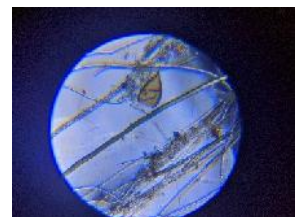
Triploid Grass Carp are effective for the biological control of aquatic weeds, but require a permit through FWC. As a condition of the permit, the stocked waterbody needs to have a method of fish containment, such as the use of a barrier. We design and fabricates the industry's best custom carp containment barriers out of welded aluminum construction.

Florida Waterways is a Freshwater Frog & Fish Dealer and an FWC Authorized Triploid Grass Carp Supplier.



### WATER QUALITY MONITORING & CONSULTING

Our team of experienced environmental professionals is available to help diagnose and determine the underlying conditions which may affect your waterway. We do mitigation planting and monitoring, bathymetry and sedimentation studies, water chemistry testing and monitoring and algae identification. By understanding the science behind the problems, we can provide you with cost effective solutions.



## Customer Service Report

Customer: St. Johns Forest CDD  
 Customer ID: J19242  
 Field Biologist: Ethan Reneke

Date of Visit: 5/5/2022  
 Weather: 89 °F High  
0% ☁

### Waterway and Ditch Treatments

Site	1	2	3	4	5	6	7	8	9	10	11				
Algae		X				X			X		X				
Submersed Weeds	X										X				
Shoreline Grasses & Brush				X	X										
Floating Weeds															
Mosquito Larvicide															
Pond Dye															
Inspection			X				X			X					
Debris Removal								X							

Comments: I've been treating algae and submersed weeds. We're entering drought conditions and the water level is dropping. I'm spraying the exposed banks for shoreline weeds as the water level recedes down. Pond 08 is looking much better from April's algae treatment. I'll recheck and retreat necessary in two weeks on our second visit.

### Carp Program

- ☐ Carp Observed  
☐ Barriers Inspected

### Flow

- ☒ None  
☐ Slight  
☐ Visible

### Water Clarity

- ☐ < 1' ☒ 2-4'  
☐ 1-2' ☐ >4'

### Water Levels

- ☐ High  
☐ Normal  
☒ Low

### Fish/Wildlife Observations

- |   |                                    |   |                                    |  |
|---|------------------------------------|---|------------------------------------|--|
| <input checked="" type="checkbox"/> Bass  | <input type="checkbox"/> Anhinga   | <input type="checkbox"/> Woodstork        | <input type="checkbox"/> Turtles   | <input checked="" type="checkbox"/> Other Species:<br><u>Geese</u><br>_____<br>_____ |
| <input checked="" type="checkbox"/> Bream | <input type="checkbox"/> Cormorant | <input checked="" type="checkbox"/> Ducks | <input type="checkbox"/> Snakes    |  |
| <input type="checkbox"/> Catfish          | <input type="checkbox"/> Egrets    | <input type="checkbox"/> Osprey           | <input type="checkbox"/> Alligator |  |
| <input type="checkbox"/> Gambusia         | <input type="checkbox"/> Herons    | <input type="checkbox"/> Ibis             | <input type="checkbox"/> Frogs     |  |

### Native/Beneficial Vegetation Noted

- |                                       |                                       |                                   |  |
|---------------------------------------|---------------------------------------|-----------------------------------|--|
| <input type="checkbox"/> Arrowhead    | <input type="checkbox"/> Bulrush      | <input type="checkbox"/> Lotus    | <input type="checkbox"/> Slender Spikerush |
| <input type="checkbox"/> Cordgrass    | <input type="checkbox"/> Lily         | <input type="checkbox"/> Chara    | <input type="checkbox"/> Blue Flag Iris    |
| <input type="checkbox"/> Bacopa       | <input type="checkbox"/> Golden Canna | <input type="checkbox"/> Naiad    | <input type="checkbox"/> Bladderwort       |
| <input type="checkbox"/> Pickerelweed | <input type="checkbox"/> Spatterdock  | <input type="checkbox"/> Eelgrass | <input type="checkbox"/> Pondweed          |

Did you know? Florida has nearly 1,300 native species of fish and wildlife.



## Customer Service Report

Customer: St. Johns Forest CDD  
Customer ID: J19242  
Field Biologist: Ethan Reneke

Date of Visit: 5/5/2022  
Weather: 89 °F High  
0% 🌧️



Pond 01



Pond 02



Pond 03



Pond 04



Pond 05



Pond 06

Did you know? Florida's freshwater fisheries comprise 3 million acres of lakes, ponds and reservoirs, and approximately 12,000 miles of fishable rivers, streams and canals.

## Customer Service Report

Customer: St. Johns Forest CDD  
Customer ID: J19242  
Field Biologist: Ethan Reneke

Date of Visit: 5/5/2022  
Weather: 89 °F High  
0% 🌧️



Pond 07



Pond 08



Pond 09



Pond 10



Pond 11

Did you know? Florida's freshwater fisheries comprise 3 million acres of lakes, ponds and reservoirs, and approximately 12,000 miles of fishable rivers, streams and canals.

## **ANNUAL SERVICES CONTRACT**

CUSTOMER NAME: Glen St. Johns CDD

SUBMITTED TO: Mr. Steve Howell

CONTRACT EFFECTIVE DATE: October 1, 2022 through September 30, 2023

SUBMITTED BY: David Cottrell, Business Development Consultant

SERVICES: Annual Maintenance of ten (10) Waterways at Glen St. Johns CDD in St. Augustin, FL 32092.

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

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

2. PAYMENT TERMS. The Annual Contract Price is **\$15,372.00**. SOLitude shall invoice Customer **\$1,281.00 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.

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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.
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.

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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 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

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the occurrence of adverse conditions outside the control of SOLitude that will result in the death of some fish and other aquatic life. The customer also understands and accepts that similar risks would remain even if no work was performed. The customer agrees to hold SOLitude harmless for any issues with fish or other aquatic life which occur as described above, or are otherwise outside the direct control of 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.

Glen St. Johns 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**

**Customer's Address for Notice Purposes:**

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

**Please Mail All Contracts to:**

**2844 Crusader Circle, Suite 450  
Virginia Beach, VA 23453**

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**SCHEDULE A - SERVICES**  
**ANNUAL POND MANAGEMENT SERVICES**

Monitoring:

1. A SOLitude Aquatic Specialist will visit the site and inspect the pond(s) on a ***two (2) times per month, 24 visits per year.***
2. Observations and data collected during the inspections will be used to inform and guide all activities required to fulfill the requirements of this contract as specified in the description of services below.

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(s) 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.

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Pond Algae Control:

1. Pond(s) will be inspected on a **two (2) times per month basis**.
2. Any algae found in the pond(s) 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.

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 monthly service report detailing all of the work performed as part of this contract.

Permitting (when applicable):

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

Customer Responsibilities (when applicable):

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

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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 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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## **Tab 7**





## Egis Insurance & Risk Advisors

Is pleased to provide a

Proposal of Insurance Coverage for:

### Glen St. Johns Community Development District

Please review the proposed insurance coverage terms and conditions carefully.

Written request to bind must be received prior to the effective date of coverage.

The brief description of coverage contained in this document is being provided as an accommodation only and is not intended to cover or describe all Coverage Agreement terms. For more complete and detailed information relating to the scope and limits of coverage, please refer directly to the Coverage Agreement documents. Specimen forms are available upon request.

## **About FIA**

Florida Insurance Alliance (“FIA”), authorized and regulated by the Florida Office of Insurance Regulation, is a non-assessable, governmental insurance Trust. FIA was created in September 2011 at a time when a large number of Special Taxing Districts were having difficulty obtaining insurance.

Primarily, this was due to financial stability concerns and a perception that these small to mid-sized Districts had a disproportionate exposure to claims. Even districts that were claims free for years could not obtain coverage. FIA was created to fill this void with the goal of providing affordable insurance coverage to Special Taxing Districts. Today, FIA proudly serves and protects nearly 1,000 public entity members.

### **Competitive Advantage**

FIA allows qualifying Public Entities to achieve broad, tailored coverages with a cost-effective insurance program. Additional program benefits include:

- Insure-to-value property limits with no coinsurance penalties
- First dollar coverage for “alleged” public official ethics violations
- Proactive in-house claims management and loss control department
- Complimentary risk management services including on-site loss control, property schedule verification and contract reviews
- Online Risk Management Education & Training portal
- Online HR & Benefits Support portal
- HR Hotline
- Safety Partners Matching Grant Program

### **How are FIA Members Protected?**

FIA employs a conservative approach to risk management. Liability risk retained by FIA is fully funded prior to the policy term through member premiums. The remainder of the risk is transferred to reinsurers. FIA’s primary reinsurers, Lloyds of London and Hudson Insurance Company, both have AM Best A XV (Excellent) ratings and surplus of \$2Billion or greater.

In the event of catastrophic property losses due to a Named Storm (i.e., hurricane), the program bears no risk as all losses are passed on to the reinsurers. FIA purchases property reinsurance to withstand the 1,000-year storm event (probability of exceedance .1%). This level of protection is statistically 2 to 3 times safer than competitors and industry norms.

### **What Are Members Responsible For?**

As a non-assessable Trust, our members are only responsible for two items:

- Annual Premiums
- Individual Member Deductibles

FIA Bylaws prohibit any assessments or other fees.

**Additional information regarding FIA and our member services can be found at [www.fia360.org](http://www.fia360.org).**

Quotation being provided for:

Glen St. Johns Community Development District  
c/o Rizzetta & Company  
3434 Colwell Ave, Suite 200  
Tampa, FL 33614

Term: October 1, 2022 to October 1, 2023

Quote Number: 100122660

## PROPERTY COVERAGE

### SCHEDULE OF COVERAGES AND LIMITS OF COVERAGE

COVERED PROPERTY	
Total Insured Values – Blanket Building and Contents – Per Schedule on file totalling	\$912,094
Loss of Business Income	\$1,000,000
Additional Expense	\$1,000,000
Inland Marine	
Scheduled Inland Marine	\$82,325

It is agreed to include automatically under this Insurance the interest of mortgagees and loss payees where applicable without advice.

	Valuation	Coinsurance
Property	Replacement Cost	None
Inland Marine	Actual Cash Value	None

DEDUCTIBLES:	\$2,500	Per Occurrence, All other Perils, Building & Contents and Extensions of Coverage.
	3 %	Total Insured Values per building, including vehicle values, for "Named Storm" at each affected location throughout Florida subject to a minimum of \$10,000 per occurrence, per Named Insured.
	Per Attached Schedule	Inland Marine

Special Property Coverages		
Coverage	Deductibles	Limit
Earth Movement	\$2,500	Included
Flood	\$2,500 *	Included
Boiler & Machinery		Included
TRIA		Included

\*Except for Zones A & V see page 8 (Terms and Conditions) excess of NFIP, whether purchased or not

**TOTAL PROPERTY PREMIUM**

**\$7,708**

**Extensions of Coverage**

If marked with an "X" we will cover the following EXTENSIONS OF COVERAGE under this Agreement, These limits of liability do not increase any other applicable limit of liability.

(X)	Code	Extension of Coverage	Limit of Liability
X	A	Accounts Receivable	\$500,000 in any one occurrence
X	B	Animals	\$1,000 any one Animal \$5,000 Annual Aggregate in any one agreement period
X	C	Buildings Under Construction	As declared on Property Schedule, except new buildings being erected at sites other than a covered location which is limited to \$250,000 estimated final contract value any one construction project.
X	D	Debris Removal Expense	\$250,000 per insured or 25% of loss, whichever is greater
X	E	Demolition Cost, Operation of Building Laws and Increased Cost of Construction	\$500,000 in any one occurrence
X	F	Duty to Defend	\$100,000 any one occurrence
X	G	Errors and Omissions	\$250,000 in any one occurrence
X	H	Expediting Expenses	\$250,000 in any one occurrence
X	I	Fire Department Charges	\$50,000 in any one occurrence
X	J	Fungus Cleanup Expense	\$50,000 in the annual aggregate in any one occurrence
X	K	Lawns, Plants, Trees and Shrubs	\$50,000 in any one occurrence
X	L	Leasehold Interest	Included
X	M	Air Conditioning Systems	Included
X	N	New locations of current Insureds	\$1,000,000 in any one occurrence for up to 90 days, except 60 days for Dade, Broward, Palm Beach from the date such new location(s) is first purchased, rented or occupied whichever is earlier. Monroe County on prior submit basis only
X	O	Personal property of Employees	\$500,000 in any one occurrence
X	P	Pollution Cleanup Expense	\$50,000 in any one occurrence
X	Q	Professional Fees	\$50,000 in any one occurrence
X	R	Recertification of Equipment	Included
X	S	Service Interruption Coverage	\$500,000 in any one occurrence
X	T	Transit	\$1,000,000 in any one occurrence
X	U	Vehicles as Scheduled Property	Included
X	V	Preservation of Property	\$250,000 in any one occurrence
X	W	Property at Miscellaneous Unnamed Locations	\$250,000 in any one occurrence
X	X	Piers, docs and wharves as Scheduled Property	Included on a prior submit basis only

X	Y	Glass and Sanitary Fittings Extension	\$25,000 any one occurrence
X	Z	Ingress / Egress	45 Consecutive Days
X	AA	Lock and Key Replacement	\$2,500 any one occurrence
X	BB	Awnings, Gutters and Downspouts	Included
X	CC	Civil or Military Authority	45 Consecutive days and one mile

## CRIME COVERAGE

<u>Description</u>	<u>Limit</u>	<u>Deductible</u>
Forgery and Alteration	Not Included	Not Included
Theft, Disappearance or Destruction	Not Included	Not Included
Computer Fraud including Funds Transfer Fraud	Not Included	Not Included
Employee Dishonesty, including faithful performance, per loss	Not Included	Not Included

## Deadly Weapon Protection Coverage

Coverage	Limit	Deductible
Third Party Liability	\$1,000,000	\$0
Property Damage	\$1,000,000	\$0
Crisis Management Services	\$250,000	\$0

## AUTOMOBILE COVERAGE

Coverages	Covered Autos	Limit	Premium
Covered Autos Liability	8,9	\$1,000,000	Included
Personal Injury Protection	N/A		Not Included
Auto Medical Payments	N/A		Not Included
Uninsured Motorists including Underinsured Motorists	N/A		Not Included
Physical Damage Comprehensive Coverage	N/A	Actual Cash Value Or Cost Of Repair, Whichever Is Less, Minus Applicable Deductible (See Attached Schedule) For Each Covered Auto, But No Deductible Applies To Loss Caused By Fire or Lightning.  See item Four for Hired or Borrowed Autos.	Not Included
Physical Damage Specified Causes of Loss Coverage	N/A	Actual Cash Value Or Cost Of Repair, Whichever Is Less, Minus Applicable Deductible (See Attached Schedule) For Each Covered Auto For Loss Caused By Mischief Or Vandalism  See item Four for Hired or Borrowed Autos.	Not Included
Physical Damage Collision Coverage	N/A	Actual Cash Value Or Cost Of Repair, Whichever Is Less, Minus Applicable Deductible (See Attached Schedule) For Each Covered Auto  See item Four for Hired or Borrowed Autos.	Not Included
Physical Damage Towing And Labor	N/A	\$0 For Each Disablement Of A Private Passenger Auto	Not Included

**GENERAL LIABILITY COVERAGE (Occurrence Basis)**

Bodily Injury and Property Damage Limit	\$1,000,000
Personal Injury and Advertising Injury	Included
Products & Completed Operations Aggregate Limit	Included
Employee Benefits Liability Limit, per person	\$1,000,000
Herbicide & Pesticide Aggregate Limit	\$1,000,000
Medical Payments Limit	\$5,000
Fire Damage Limit	Included
No fault Sewer Backup Limit	\$25,000/\$250,000
General Liability Deductible	\$0

**PUBLIC OFFICIALS AND EMPLOYMENT PRACTICES LIABILITY (Claims Made)**

Public Officials and Employment Practices Liability Limit	Per Claim	\$1,000,000
	Aggregate	\$2,000,000
Public Officials and Employment Practices Liability Deductible		\$0

Supplemental Payments: Pre-termination \$2,500 per employee - \$5,000 annual aggregate.  
Non-Monetary \$100,000 aggregate.

**Cyber Liability sublimit included under POL/EPLI**

Media Content Services Liability  
Network Security Liability  
Privacy Liability  
First Party Extortion Threat  
First Party Crisis Management  
First Party Business Interruption  
Limit: \$100,000 each claim/annual aggregate





## PREMIUM SUMMARY

Glen St. Johns Community Development District  
c/o Rizzetta & Company  
3434 Colwell Ave, Suite 200  
Tampa, FL 33614

Term: October 1, 2022 to October 1, 2023

Quote Number: 100122660

### PREMIUM BREAKDOWN

Property (Including Scheduled Inland Marine)	\$7,708
Crime	Not Included
Automobile Liability	Not Included
Hired Non-Owned Auto	Included
Auto Physical Damage	Not Included
General Liability	\$4,508
Public Officials and Employment Practices Liability	\$3,038
Deadly Weapon Protection Coverage	Included
<b>TOTAL PREMIUM DUE</b>	<b>\$15,254</b>

### IMPORTANT NOTE

Defense Cost - Outside of Limit, Does Not Erode the Limit for General Liability, Public Officials Liability, and Employment related Practices Liability.

Deductible does not apply to defense cost. Self-Insured Retention does apply to defense cost.

Additional Notes:

(None)



**PARTICIPATION AGREEMENT**  
**Application for Membership in the Florida Insurance Alliance**

The undersigned local governmental entity, certifying itself to be a public agency of the State of Florida as defined in Section 163.01, Florida Statutes, hereby formally makes application with the Florida Insurance Alliance ("FIA") for continuing liability and/or casualty coverage through membership in FIA, to become effective 12:01 a.m., 10/01/2022, and if accepted by the FIA's duly authorized representative, does hereby agree as follows:

- (a) That, by this reference, the terms and provisions of the Interlocal Agreement creating the Florida Insurance Alliance are hereby adopted, approved and ratified by the undersigned local governmental entity. The undersigned local governmental entity certifies that it has received a copy of the aforementioned Interlocal Agreement and further agrees to be bound by the provisions and obligations of the Interlocal Agreement as provided therein;
- (b) To pay all premiums on or before the date the same shall become due and, in the event Applicant fails to do so, to pay any reasonable late penalties and charges arising therefrom, and all costs of collection thereof, including reasonable attorneys' fees;
- (c) To abide by the rules and regulations adopted by the Board of Directors;
- (d) That should either the Applicant or the Fund desire to cancel coverage; it will give not less than thirty (30) days prior written notice of cancellation;
- (e) That all information contained in the underwriting application provided to FIA as a condition precedent to participation in FIA is true, correct and accurate in all respects.

Glen St. Johns Community Development District

\_\_\_\_\_  
(Name of Local Governmental Entity)

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

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

Witness By: \_\_\_\_\_  
Signature

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

IS HEREBY APPROVED FOR MEMBERSHIP IN THIS FUND, AND COVERAGE IS EFFECTIVE October 1, 2022

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



## PROPERTY VALUATION AUTHORIZATION

**Glen St. Johns Community Development District  
c/o Rizzetta & Company  
3434 Colwell Ave, Suite 200  
Tampa, FL 33614**

---

### QUOTATIONS TERMS & CONDITIONS

1. Please review the quote carefully for coverage terms, conditions, and limits.
2. The coverage is subject to 100% minimum earned premium as of the first day of the "Coverage Period".
3. Total premium is late if not paid in full within 30 days of inception, unless otherwise stated.
4. Property designated as being within Flood Zone A or V (and any prefixes or suffixes thereof) by the Federal Emergency Management Agency (FEMA), or within a 100 Year Flood Plain as designated by the United States Army Corps of Engineers, will have a Special Flood Deductible equal to all flood insurance available for such property under the National Flood Insurance Program, whether purchased or not or 5% of the Total Insured Value at each affected location whichever the greater.
5. The Florida Insurance Alliance is a shared limit. The limits purchased are a per occurrence limit and in the event an occurrence exhaust the limit purchased by the Alliance on behalf of the members, payment to you for a covered loss will be reduced pro-rata based on the amounts of covered loss by all members affected by the occurrence. Property designated as being within.
6. Coverage is not bound until confirmation is received from a representative of Egis Insurance & Risk Advisors.

I give my authorization to bind coverage for property through the Florida Insurance Alliance as per limits and terms listed below.

<input checked="" type="checkbox"/>	Building and Content TIV	\$912,094	As per schedule attached
<input checked="" type="checkbox"/>	Inland Marine	\$82,325	As per schedule attached
<input type="checkbox"/>	Auto Physical Damage	Not Included	

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

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

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

**Glen St. Johns Community Development District**

Policy No.: 100122660  
Agent: Egis Insurance Advisors LLC (Boca Raton, FL)

Unit #	Description		Year Built	Eff. Date	Building Value	Total Insured Value
	Address		Const Type	Term Date	Contents Value	
	Roof Shape	Roof Pitch		Roof Covering	Covering Replaced	
1	Outdoor Signs (Rules)		2014	10/01/2022		\$7,500
	1430 ST Thomas Island Pkwy St Augustine FL 32092		Frame	10/01/2023	\$7,500	
Unit #	Description		Year Built	Eff. Date	Building Value	Total Insured Value
	Address		Const Type	Term Date	Contents Value	
	Roof Shape	Roof Pitch		Roof Covering	Covering Replaced	Roof Yr Blt
2	Playground Equipment		2014	10/01/2022	\$41,191	\$41,191
	St. Croix Island Drive and W. Teague Bay Dr. St Augustine FL 32092		Non combustible	10/01/2023		
Unit #	Description		Year Built	Eff. Date	Building Value	Total Insured Value
	Address		Const Type	Term Date	Contents Value	
	Roof Shape	Roof Pitch		Roof Covering	Covering Replaced	Roof Yr Blt
3	Irrigation Well Pumps & Equipment		2014	10/01/2022	\$15,000	\$15,000
	Across from 1439 St. Thomas Island pkwy at athletic field Leo Maguire Pkwy St Augustine FL 32092		Pump / lift station	10/01/2023		
Unit #	Description		Year Built	Eff. Date	Building Value	Total Insured Value
	Address		Const Type	Term Date	Contents Value	
	Roof Shape	Roof Pitch		Roof Covering	Covering Replaced	Roof Yr Blt
4	Pool, Pumps & Equipment		2014	10/01/2022	\$203,195	\$203,195
	1430 ST Thomas Island Pkwy St Augustine FL 32092		Below ground liquid storage tank / pool	10/01/2023		
Unit #	Description		Year Built	Eff. Date	Building Value	Total Insured Value
	Address		Const Type	Term Date	Contents Value	
	Roof Shape	Roof Pitch		Roof Covering	Covering Replaced	Roof Yr Blt
5	Pool Fence (Metal)		2014	10/01/2022	\$12,036	\$12,036
	1430 ST Thomas Island Pkwy St Augustine FL 32092		Non combustible	10/01/2023		
Unit #	Description		Year Built	Eff. Date	Building Value	Total Insured Value
	Address		Const Type	Term Date	Contents Value	
	Roof Shape	Roof Pitch		Roof Covering	Covering Replaced	Roof Yr Blt
6	Pool Furniture in Open		2014	10/01/2022		\$21,896
	1430 ST Thomas Island Pkwy St Augustine FL 32092		Property in the Open	10/01/2023	\$21,896	
Unit #	Description		Year Built	Eff. Date	Building Value	Total Insured Value
	Address		Const Type	Term Date	Contents Value	
	Roof Shape	Roof Pitch		Roof Covering	Covering Replaced	Roof Yr Blt
7	Irrigation Well Pumps & Equipment		2014	10/01/2022	\$15,000	\$15,000
	Across from 25 West Teague Bay Dr. St Augustine FL 32092		Pump / lift station	10/01/2023		

Sign: \_\_\_\_\_

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

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

**Glen St. Johns Community Development District**

Policy No.: 100122660  
Agent: Egis Insurance Advisors LLC (Boca Raton, FL)

Unit #	Description		Year Built	Eff. Date	Building Value	Total Insured Value	
	Address		Const Type	Term Date	Contents Value		
	Roof Shape	Roof Pitch			Roof Covering	Covering Replaced	Roof Yr Blt
8	Playground Equipment		2014	10/01/2022	\$38,000	\$38,000	
	1430 ST Thomas Island Pkwy St Augustine FL 32092		Non combustib;e	10/01/2023			
Unit #	Description		Year Built	Eff. Date	Building Value	Total Insured Value	
	Address		Const Type	Term Date	Contents Value		
	Roof Shape	Roof Pitch			Roof Covering	Covering Replaced	Roof Yr Blt
9	Amenity Center		2014	10/01/2022	\$449,660	\$449,660	
	1430 ST Thomas Island Pkwy St Augustine FL 32092		Frame	10/01/2023	\$0		
	Simple hip			Asphalt shingles			
Unit #	Description		Year Built	Eff. Date	Building Value	Total Insured Value	
	Address		Const Type	Term Date	Contents Value		
	Roof Shape	Roof Pitch			Roof Covering	Covering Replaced	Roof Yr Blt
10	One large monument		2014	10/01/2022	\$40,000	\$40,000	
	Leo Maguire PKWY & St. Thomas Island PKWY St Augustine FL 32092		Frame	10/01/2023			
Unit #	Description		Year Built	Eff. Date	Building Value	Total Insured Value	
	Address		Const Type	Term Date	Contents Value		
	Roof Shape	Roof Pitch			Roof Covering	Covering Replaced	Roof Yr Blt
11	One large sign		2014	10/01/2022	\$25,000	\$25,000	
	St. Thomas Island on the West side St Augustine FL 32092		Frame	10/01/2023			
Unit #	Description		Year Built	Eff. Date	Building Value	Total Insured Value	
	Address		Const Type	Term Date	Contents Value		
	Roof Shape	Roof Pitch			Roof Covering	Covering Replaced	Roof Yr Blt
12	3 columns with PVC fence attached		2014	10/01/2022	\$17,000	\$17,000	
	St. Thomas Island on the West side St Augustine FL 32092		Non combustible	10/01/2023			
Unit #	Description		Year Built	Eff. Date	Building Value	Total Insured Value	
	Address		Const Type	Term Date	Contents Value		
	Roof Shape	Roof Pitch			Roof Covering	Covering Replaced	Roof Yr Blt
13	Two little signs		2014	10/01/2022	\$10,000	\$10,000	
	Trellis Bay Drive and Little Harbor Way St Augustine FL 32092		Frame	10/01/2023			
Unit #	Description		Year Built	Eff. Date	Building Value	Total Insured Value	
	Address		Const Type	Term Date	Contents Value		
	Roof Shape	Roof Pitch			Roof Covering	Covering Replaced	Roof Yr Blt
14	Shade Pavilion (metal frame w/canvas)		2014	10/01/2022	\$16,616	\$16,616	
	1430 St Thomas Island Pkwy St Augustine FL 32092		Property in the Open	10/01/2023			
Total:			Building Value	Eff. Date	Contents Value	Insured Value	
			\$882,698		\$29,396	\$912,094	

Sign: \_\_\_\_\_

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

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



Inland Marine Schedule

***Glen St. Johns Community Development District***

**Policy No.:** 100122660  
**Agent:** Egis Insurance Advisors LLC (Boca Raton, FL)

Item #	Department Description	Serial Number	Classification Code	Eff. Date Term Date	Value	Deductible
1	Security System		Other inland marine	10/01/2022 10/01/2023	\$2,346	\$1,000
2	Controlled Access System		Other inland marine	10/01/2022 10/01/2023	\$18,338	\$1,000
3	Fitness Equipment		Other inland marine	10/01/2022 10/01/2023	\$41,016	\$1,000
4	Pool Chair Lift		Other inland marine	10/01/2022 10/01/2023	\$8,000	\$1,000
5	Amenity Center Light Poles		Other inland marine	10/01/2022 10/01/2023	\$12,625	\$1,000
				<b>Total</b>	<b>\$82,325</b>	

Sign: \_\_\_\_\_ Print Name: \_\_\_\_\_ Date: \_\_\_\_\_