



Rizzetta & Company

Alta Lakes Community Development District

**Board of Supervisors' Meeting
September 27, 2023**

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

**ALTA LAKES
COMMUNITY DEVELOPMENT DISTRICT**

Alta Lakes Amenity Center

3108 Alta Lakes Blvd., Jacksonville, FL 32226

www.altalakescdd.org

District Board of Supervisors	Sylvester Wilkins Nelson Ortega Kisha Mayo-Lewis Vacant Vacant	Chairperson Vice Chairman Assistant Secretary Assistant Secretary Assistant Secretary
District Manager	Lesley Gallagher	Rizzetta & Company, Inc.
District Counsel	Katie Buchanan	Kutak Rock LLP
District Engineer	Vincent Dunn	Dunn & Associates, Inc.

All cellular phones must be placed on mute while in the meeting room.

The Audience Comments portion, **on Agenda Items Only**, will be held at the beginning of the meeting. The Audience Comments portion of the agenda, **on General Items**, will be held at the end of the meeting. During these portions of the agenda, audience members may make comments on matters that concern the District (CDD) and will be limited to a total of three (3) minutes to make their comments.

Pursuant to provisions of the Americans with Disabilities Act, any person requiring special accommodations to participate in this meeting/hearing/workshop is asked to advise the District Office at least forty-eight (48) hours before the meeting/hearing/workshop by contacting the District Manager at (239) 936-0913. If you are hearing or speech impaired, please contact the Florida Relay Service by dialing 7-1-1, or 1-800-955-8771 (TTY) 1-800-955-8770 (Voice), who can aid you in contacting the District Office.

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

ALTA LAKES COMMUNITY DEVELOPMENT DISTRICT

District Office - St. Augustine, Florida - (904) 436-6270
Mailing Address – 3434 Colwell Avenue, Suite 200, Tampa, Florida 33614
www.altalakescdd.org

Board of Supervisors
Alta Lakes Community
Development District

September 20, 2023
Rev. 9.21.2023

AGENDA

Dear Board Supervisors:

The **special meeting** of the Board of Supervisors of the Alta Lakes Community Development District will be held on **September 27, 2023, at 6:00 p.m.** at the Alta Lakes Amenity Center located at 3108 Alta Lakes Blvd., Jacksonville, FL 32226.

BOARD OF SUPERVISORS MEETING:

- 1. CALL TO ORDER/ROLL CALL**
- 2. AUDIENCE COMMENTS ON AGENDA ITEMS**
- 3. BUSINESS ADMINISTRATION**
 - A. Consideration of Minutes of the Board of Supervisors' Meeting held July 26, 2023.....Tab 1
 - B. Ratification of Operations & Maintenance Expenditures for July 2023 & August 2023.....Tab 2
 - C. Acceptance of Financial Statement (unaudited) for July 31, 2023 & August 31, 2023.....Tab 3
- 4. STAFF REPORTS – Part A**
 - A. District Counsel
 - B. District Engineer
 1. Update on Alta Drive Construction and Pond 18
 - C. Aquatic Maintenance Manager
 1. Solitude Lake Management Report, dated September 18, 2023 and August 4, 2023Tab 4
 - D. Landscape Manager
 1. BrightView Landscape Report, dated August 10, 2023 & September 13, 2023.....Tab 5
- 5. BUSINESS ITEMS**
 - A. Consideration of Third Addendum to BrightView Landscape & Irrigation Maintenance Services AgreementTab 6
 - B. Consideration of BrightView Landscape Proposals.....Tab 7
 1. Bed Enhancement
 2. Mulch Installation
 3. Trimming of Sycamore Tree
 - C. Consideration of Volleyball Top Dress ProposalTab 8
 - D. Consideration of Pond Bank Fence Installation Proposals.....Tab 9
 - E. Acceptance of the Fourth Addendum to Professional District Services Agreement.....Tab 10
 - F. **Ratification of FY 2023-2024 Insurance Renewal Policy.....Tab 11**

G.	Acceptance of AMTEC Arbitrage Rebate Report of Bond Series 2019, dated July 31, 2023.....	Tab 12
H.	Consideration of First Addendum to First Coast CMS Agreement.....	Tab 13
I.	Acceptance of Board of Supervisor Resignation	Tab 14
J.	Consideration of Appointment to Vacant Board Seats #3 and #4	Tab 15
K.	Administration of Oath of Office	Tab 16
L.	Consideration of Resolution 2023-10, Redesignating Officers.....	Tab 17
M.	Consideration of Resolution 2023-11, Setting the Date, Time & Location of Fiscal Year 2023-2024 Meetings.....	Tab 18
6.	Staff Reports – Part B	
A.	Amenity Manager.....	Tab 19
1.	Update of Night Swimming	
2.	First Coast CMS Field Report, dated September 2023	
B.	District Manager	
7.	Supervisor Requests and Audience Comments	
8.	Adjournment	

We look forward to seeing you at the meeting. In the meantime, if you have any questions, please do not hesitate to call Kristi Roxas, Administrative Assistant, at 904-436-6270 Ext. 4636 or myself at Ext. 4631.

Yours kindly,
Carol L. Brown
 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.

**ALTA LAKES
COMMUNITY DEVELOPMENT DISTRICT**

The **regular** meeting of the Board of Supervisors of the Alta Lakes Community Development District was held on **July 26, 2023, at 6:00 P.M.** at the Alta Lakes Amenity Center located at 3108 Alta Lakes Blvd., Jacksonville, FL 32226.

Sylvester Wilkins	Board Supervisor, Vice Chairman
Cassidy Hardison	Board Supervisor, Assistant Secretary
Kisha Mayo-Lewis	Board Supervisor, Assistant Secretary
Nelson Ortega	Board Supervisor, Assistant Secretary

Also present were:

Carol Brown	District Manager, Rizzetta & Co., Inc.
Kyle Magee	District Counsel, Kutak Rock LLP
Tony Shiver	President/Owner, FC CMS
Chris Ernst	Account Manager, BrightView Landscape
Adam Clark	Solitude Lake Management

Public audience members present.

FIRST ORDER OF BUSINESS

Call to Order

Mr. Wilkins called the meeting to order at 6:06 P.M.

SECOND ORDER OF BUSINESS

**Audience Comments on
Agenda Items**

Mr. Fucci spoke to the Board regarding the Alta Drive construction impact to his property and the appearance of pond 18. He stated construction equipment has left deep ruts and is difficult to maintain. He also stated there are islands now in the lake with overgrown vegetation and excessive vegetation on his pond bank. He said that the Solitude report does not fairly represent the pond bank. He requested the Board repair his pond bank and pond.

An audience member expressed concerns with pond #8's algae and questions the water quality.

47 An audience member requested the Board to review a potential tree hazard behind 11458
48 Sheepshead Lane.

49
50 **THIRD ORDER OF BUSINESS** **Consideration of Minutes of the**
51 **Board of Supervisors' Meeting**
52 **held April 26, 2023**
53

On a motion by Ms. Hardison, seconded by Mr. Wilkins, with all in favor, the Board approved the minutes of the Board of Supervisors' meeting held April 26, 2023, for Alta Lakes Community Development District.

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55 **FOURTH ORDER OF BUSINESS** **Ratification of Operations &**
56 **Maintenance Expenditures for**
57 **April, May & June 2023**
58

On a Motion by Ms. Hardison, seconded by Ms. Mayo-Lewis, with all in favor, the Board ratified Operations & Maintenance Expenditures for April 2023, in the amount of \$25,172.41, May 2023, in the amount of \$33,293.52, and June 2023, in the amount of \$37,214.16, for Alta Lakes Community Development District.

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60 **FIFTH ORDER OF BUSINESS** **Acceptance of Financial**
61 **Statement (unaudited) for**
62 **June 30, 2023**
63

On a Motion by Mr. Wilkins, seconded by Ms. Hardison, with all in favor, the Board accepted the financial statement (unaudited) for June 30, 2023, for Alta Lakes Community Development District.

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65 **SIXTH ORDER OF BUSINESS** **Consideration of Adopting**
66 **Resolution 2023-06;**
67 **Redesignating Secretary**
68

On a Motion by Mr. Wilkins, seconded by Ms. Hardison, with all in favor, the Board adopted Resolution 2023-06, redesignating secretary, for Alta Lakes Community Development District.

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70 **SEVENTH ORDER OF BUSINESS** **Staff Reports – Part A**

71 **A. District Counsel**

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74 Mr. Magee had no report and was happy to take any questions from the Board.

75 **B. District Engineer**

76
77 **1.) Update on Alta Drive Construction Project**
78

79 Ms. Brown informed the Board that Mr. Dunn could not be in attendance, however,
80 provided an email dated June 6, 2023. She read the email, (Exhibit A).

81
82 Discussion ensued.

83
84 The Board directed the Staff to continue to compile District expenses associated to the
85 Alta Drive construction project and to obtain proposals to remove the two islands in Pond
86 18.

87
88 Mr. Dunn also informed Ms. Brown prior to the meeting that he has inspected the pond
89 bank behind 11546 Red Koi Drive and the slope is far greater than 4:1. He is
90 recommending the Board either flatten slope or install a fence.

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92 The Board directed the Staff to obtain pond bank improvements for the next meeting.

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94 **C. Aquatic Maintenance Manager**

95
96 **1.) Solitude Waterway Inspection Report, dated July 17, 2023**

97
98 Mr. Clark had no additional comments regarding the Solitude report.

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100 Ms. Hardison inquired about the length of time it takes to see improvements in ponds and
101 Ms. Mayo-Lewis inquired about the use of fish for maintenance. Discussion ensued.

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103 Mr. Clark was excused from the meeting at 7:01 p.m.

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105 **D. Landscape Manager**

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107 **1.) BrightView Landscape Quality Site Assessment, dated**
108 **July 17, 2023**

109
110 Mr. Ernst reviewed his report and stated the rain has impacted their mowing schedule, as
111 the sod is too wet for their mowers. He then accepted questions from the Board.

112 Discussion ensued.

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114 Mr. Wilkinson expressed concerns with sidewalk flooding.

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116 Mr. Shiver stated they were exploring a possible pipe leak or drainage issue.

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118 Mr. Ernst advised that a French drain may help this area.

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EIGHTH ORDER OF BUSINESS

**Consideration of BrightView
Landscape Hurricane Clean Up
Services Proposal**

On a Motion by Ms. Hardison, seconded by Ms. Mayo-Lewis, with Mr. Wilkins in favor, and Mr. Ortega opposed, the Board ratified the landscape hurricane clean up services proposal, for Alta Lakes Community Development District.

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The Board moved to Agenda item 5B2.

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NINTH ORDER OF BUSINESS

**Consideration of BrightView
Proposal(s)**

2.) Palm Tree Trimming Proposal

On a Motion by Mr. Wilkins, seconded by Ms. Hardison, with all in favor, the Board approved the palm tree trimming proposal, in the amount of \$2,356.25, for Alta Lakes Community Development District.

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1.) Mulch Installation Proposal

No action taken by the Board.

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2.) Volleyball Court Top Dress Proposal

The Board directed the Staff to obtain additional proposals.

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3.) Landscaping Bed Enhancement Proposal(s)

Tabled by the Board and to bring back at September meeting with revisions.

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The Board excused Mr. Ernst at 7:41 p.m.

TENTH ORDER OF BUSINESS

**Acceptance of Board of
Supervisor Resignation**

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Ms. Brown informed the Board that Ms. Brackin submitted her resignation effective immediately on June 19, 2023.

On a Motion by Ms. Mayo-Lewis, seconded by Ms. Hardison, with all in favor, the Board accepted Ms. Brackin's resignation effective immediately, for Alta Lakes Community Development District.

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ELEVENTH ORDER OF BUSINESS

**Consideration of Resolution
2023-07, Redesignating Certain
Officers**

On a Motion by Ms. Hardison, seconded by Mr. Wilkins, with all in favor, the Board adopted Resolution 2023-07, Redesignating Certain Officers, for Alta Lakes Community Development District.

The Board directed Staff to post vacancy notice on website and E-blast to residents.

TWELFTH ORDER OF BUSINESS

**Public Hearing on Fiscal Year
2023-2024 Final Budget**

Mr. Magee reviewed Resolution 2023-08 and the Public Hearing Process.

On a motion by Ms. Hardison and seconded by Ms. Mayo-Lewis, with all in favor, the Board of Supervisors opened the public hearing, for Alta Lakes Community Development District.

The Public provided comments on previous increases, number of homes, member of lots assessed, concerns with assessment increase, and budget line items.

On a motion by Mr. Ortega, seconded by Mr. Wilkins, with all in favor, the Board of Supervisors closed the public hearing, for Alta Lakes Community Development District.

1.) Consideration of Resolution 2023-08, Approving Fiscal Year 2023-2024 Final Budget

Ms. Brown informed the Board that the year-to-date column, projected totals and insurance estimate have been updated.

The Board reviewed the budget and amended line #51 to \$105,105.00, line #50 to \$7,000.00, line #56 to \$15,000.00 and reserve fund to \$68,000.00.

On a motion by Mr. Wilkins and seconded by Ms. Hardison, with all in favor, the Board of Supervisors amended the budget, changed line #51 to \$105,105.00, line #50 to \$7,000.00, line #56 to \$15,000.00 and reserve fund to \$68,000.00, for Alta Lakes Community Development District.

On a motion by Mr. Wilkins and seconded by Ms. Mayo-Lewis, with all in favor, the Board of Supervisors adopted Resolution 2023-08, Approving Fiscal Year 2023-2024 Final Budget, as amended, for Alta Lakes Community Development District.

183 **THIRTEENTH ORDER OF BUSINESS**

**Public Hearing on Fiscal Year
2023-2024 Special Assessments**

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Mr. Magee reviewed Resolution 2023-09 and the Public Hearing process.

On a motion by Ms. Mayo-Lewis and seconded by Mr. Ortega, with all in favor, the Board of Supervisors opened the public hearing, for Alta Lakes Community Development District.

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Public comments included a thank you to the Board.

On a motion by Mr. Wilkins and seconded by Mr. Ortega, with all in favor, the Board of Supervisors closed the public hearing, for Alta Lakes Community Development District.

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1.) Consideration of Resolution 2023-09, Imposing Special Assessments

On a motion by Ms. Hardison and seconded by Ms. Mayo-Lewis, with all in favor, the Board of Supervisors adopted Resolution 2023-09, Imposing Special Assessments, for Alta Lakes Community Development District.

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FOURTEENTH ORDER OF BUSINESS

**Ratification of Financial Audit
for September 30, 2023**

Ms. Brown informed the Board that this was a clean audit with no findings.

On a motion by Ms. Hardison and seconded by Ms. Mayo-Lewis, with all in favor, the Board of Supervisors ratified financial audit for September 30, 2023, for Alta Lakes Community Development District.

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FIFTEENTH ORDER OF BUSINESS

**Consideration of Doody Daddy
Proposal**

On a motion by Mr. Wilkins, seconded by Ms. Mayo-Lewis, with Ms. Hardison in favor, and Mr. Ortega opposed, the Board approved the Doody Daddy proposal, in the annual amount of \$5,364.00, for Alta Lakes Community Development District.

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On a motion by Ms. Hardison, seconded by Ms. Mayo-Lewis, with Mr. Wilkins in favor, and Mr. Ortega opposed, the Board approved the Staff to purchase waste cans with a not-to-exceed amount of \$700.00, for Alta Lakes Community Development District.

209 **SIXTEENTH ORDER OF BUSINESS**

Staff Reports-Part B

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A. Amenity Manager

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1.) Update on Night Swimming

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2.) First Coast CMS Field Report, dated July 2023

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Mr. Shiver presented his report.

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The Board directed the Staff to obtain pickleball screen replacement proposals at the next meeting.

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Mr. Shiver expressed concerns with Fitness Pro and requested the Board to consider reviewing fitness equipment maintenance proposals at the next meeting.

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Mr. Shiver has reached out to DR Horton and Wet Engineering in regard to pool lights. Wet Engineering has not returned his calls.

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The Board directed the Staff to continue exploring and obtain information on insurance liability.

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Mr. Wilkinson informed the Staff of water temperature on water fountain concerns and janitorial service.

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Ms. Mayo-Lewis has asked the Staff to provide splash pad re-surface improvement proposals to the next meeting and the Board inquired an update on slip and fall. Ms. Brown stated this was under investigation by the insurance company and records have been provided.

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B. District Manager

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1.) Presentation of Registered Voter Count

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Ms. Brown informed the Board that on April 15, 2023, there were 812 registered voters living within the District.

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The next Board meeting is scheduled for September 27, 2023, at 10:00 a.m.

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She also informed the Board that an employee from the Jax Zoo has requested harvesting some of the wax Myrtle for the animals at the zoo.

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The Board directed the Staff to explore partnership for this request.

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SEVENTEENTH ORDER OF BUSINESS

**Supervisor Requests and
Audience Comments**

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253 **Supervisor Requests**

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255 Mr. Ortega discussed the idea of adding BBQ's and the Staff is to explore costs and
256 options.

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258 Ms. Haridson discussed adding shelter at the bus stop. No further direction given by the
259 Board.

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261 **Audience Comments**

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263 Audience members comments include internet options, pavilion, grill area, pond bank
264 vegetation and HOA matters.

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266 **EIGHTEENTH ORDER OF BUSINESS** **Adjournment**

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On a motion by Mr. Wilkins, seconded by Ms. Mayo-Lewis, with all unanimously in favor, the Board adjourned the meeting at 9:21 p.m., for Alta Lakes Community Development District.

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Secretary / Assistant Secretary

Chairman / Vice Chairman

DRAFT

Exhibit A

Hi Carol,

We inspected the pond bank last Thursday and took the attached photos. The bank condition, grades and grass looked good. The vegetation in the pond and along the pond edge appears to have been removed since our last visits and the grass coverage on the bank looks good. There are still several locations elsewhere on this pond that need repair and grassing (pictures 546, 602, 646, 846 and 921).

The pond level was approximately 9-inches below the design normal water level at the time of our visit. The pond finger in this area may have silted in some since the initial excavation and the two small grass areas out in the pond should likely be lowered to prevent the grass from regrowing. We do not think dredging is necessary but consistent pond edge vegetation and algae removal and spraying is needed as part of the storm system routine maintenance. When the pond level rises to the design elevation and higher during storm events, the tendency for the vegetation to continue growing in the pond should be reduced.

Vincent J. Dunn, P.E.
Dunn & Associates, Inc.
8647 Baypine Road, Suite 200
Jacksonville, FL 32256

Tab 2

ALTA LAKES COMMUNITY DEVELOPMENT DISTRICT

DISTRICT OFFICE · 2806 N FIFTH STREET · UNIT 403 · ST. AUGUSTINE, FLORIDA 32084

Operations and Maintenance Expenditures July 2023 For Board Approval

Attached please find the check register listing the Operation and Maintenance expenditures paid from July 1, 2023 through July 31, 2023. This does not include expenditures previously approved by the Board.

The total items being presented:

Approval of Expenditures: **\$27,248.10**

_____ Chairperson

_____ Vice Chairperson

_____ Assistant Secretary

ALTA LAKES COMMUNITY DEVELOPMENT DISTRICT

Paid Operation and Maintenance Expenditures

July 1, 2023 Through July 31, 2023

<u>Vendor Name</u>	<u>Check Number</u>	<u>Invoice Number</u>	<u>Invoice Description</u>	<u>Invoice Amount</u>
BrightView Landscape Services, Inc.	100169	8471376	Landscape Maintenance 07/23	\$ 7,800.00
COMCAST	Comcast 070723	3378488 06/23 Autopay 319	Monthly Cable & Internet 06/23	\$ 298.00
Doody Daddy, LLC	100170	2307	Pet Waste Station Maintenance 07/23	\$ 361.00
Dunn & Associates, Inc.	100174	23-370	Engineering Services 05/23	\$ 899.78
First Coast Contract Maintenance Service, LLC	100167	7673	Management Services 07/23	\$ 2,409.00
First Coast Contract Maintenance Service, LLC	100175	7768	Reimbursable Expenses 07/23	\$ 4,763.53
First Coast Contract Maintenance Service, LLC	100178	7804	Fecal Accident Service Call 07/23	\$ 125.00
Future Horizons, Inc.	100177	79324	Aerator Maintenance 06/23	\$ 315.00
Hi-Tech System Associates	100171	387468	Security & Video Monitoring 07/23	\$ 555.00
Innersync Studio, Ltd	100172	21400	Website Services 07/23	\$ 384.38
Innovative Fountain Services	100173	20244697	Fountain Maintenance 06/23	\$ 844.05

ALTA LAKES COMMUNITY DEVELOPMENT DISTRICT

Paid Operation and Maintenance Expenditures

July 1, 2023 Through July 31, 2023

<u>Vendor Name</u>	<u>Check Number</u>	<u>Invoice Number</u>	<u>Invoice Description</u>	<u>Invoice Amount</u>
JEA	JEA 07/23	----- #9415158183 06/23 Autopay 319	Account #9415158183 06/23 Autopay 319	\$ 3,879.73
Massey Services, Inc.	100176	53701764	Pest Control Services 06/23	\$ 65.00
Republic Services	RS 0707223	0687-001334347 Autopay 319 07/23	Waste Disposal Services 07/23	\$ 242.04
Rizzetta & Company, Inc.	100166	INV0000081354	District Management Fees 06/23	<u>\$ 4,306.59</u>
Report Total				<u>\$ 27,248.10</u>

ALTA LAKES COMMUNITY DEVELOPMENT DISTRICT

DISTRICT OFFICE · 2806 N FIFTH STREET · UNIT 403 · ST. AUGUSTINE, FLORIDA 32084

Operations and Maintenance Expenditures August 2023 For Board Approval

Attached please find the check register listing the Operation and Maintenance expenditures paid from August 1, 2023 through August 31, 2023. This does not include expenditures previously approved by the Board.

The total items being presented:

Approval of Expenditures: **\$33,303.39**

_____ Chairperson

_____ Vice Chairperson

_____ Assistant Secretary

ALTA LAKES COMMUNITY DEVELOPMENT DISTRICT

Paid Operation and Maintenance Expenditures
August 1, 2023 Through August 31, 2023

<u>Vendor Name</u>	<u>Check Number</u>	<u>Invoice Number</u>	<u>Invoice Description</u>	<u>Invoice Amount</u>
Always Improving, LLC	100193	30297	Fitness Equipment Maintenance 07/23	\$ 274.68
AMTEC	100194	8/23/6425	Special Assessment Bond Series 2019	\$ 450.00
BrightView Landscape Services, Inc.	100187	8514020	Landscape Maintenance 08/23	\$ 7,800.00
BrightView Landscape Services, Inc.	100191	85291121	Remove Broken Limb 07/23	\$ 362.50
BrightView Landscape Services, Inc.	100191	8535967	Clean Up Fallen Tree 07/23	\$ 942.50
BrightView Landscape Services, Inc.	100191	8546346	Irrigation Repairs 08/23	\$ 325.26
Cassidy Hardison	100180	CH072623 8495 74 120 3378488 07/23	Board of Supervisors Meeting 07/26/23	\$ 200.00
COMCAST	EFT	Autopay 319	Monthly Cable & Internet 07/23	\$ 298.31
Doody Daddy, LLC	100188	2308	Pet Waste Station Maintenance 08/23	\$ 361.00
Dunn & Associates, Inc.	100196	23-440	Engineering Services 07/23	\$ 1,137.81
First Coast Contract Maintenance Service, LLC	100197	7624	Reimbursable Expenses 04/23	\$ 3,730.47
First Coast Contract Maintenance Service, LLC	100181	7761	Management Services 08/23	\$ 2,409.00

ALTA LAKES COMMUNITY DEVELOPMENT DISTRICT

Paid Operation and Maintenance Expenditures
August 1, 2023 Through August 31, 2023

<u>Vendor Name</u>	<u>Check Number</u>	<u>Invoice Number</u>	<u>Invoice Description</u>	<u>Invoice Amount</u>
First Coast Contract Maintenance Service, LLC	100181	7813	Reimbursable Expenses 07/23	\$ 830.11
First Coast Contract Maintenance Service, LLC	100197	7927	Pool Fecal Accident 08/23	\$ 75.00
Hi-Tech System Associates	100189	389202	Security & Video Monitoring 08/23	\$ 555.00
Hi-Tech System Associates	100189	69805	Service Call 07/23	\$ 896.50
Hi-Tech System Associates	100195	69812	Service Call Gate Lock 08/23	\$ 1,026.19
Innovative Fountain Services	100182	20244831 Account #9415158183	Fountain Maintenance 07/22	\$ 897.74
JEA	EFT	07/23 Autopay	Account #9415158183 Utility Services 07/23	\$ 3,462.53
Kisha Mayo-Lewis	100183	KML072623	Board of Supervisors Meeting 07/26/23	\$ 200.00
Kutak Rock, LLP	100184	3254306	Legal Services 06/23	\$ 320.00
Massey Services, Inc.	100192	53972499	Pest Control Services 07/23	\$ 65.00
Nelson Ortega	100185	NO072623	Board of Supervisors Meeting 07/26/23	\$ 200.00
Republic Services	EFT	0687-001341832 Autopay 319 08/23	Waste Disposal Services 08/23	\$ 241.20

ALTA LAKES COMMUNITY DEVELOPMENT DISTRICT

Paid Operation and Maintenance Expenditures
August 1, 2023 Through August 31, 2023

<u>Vendor Name</u>	<u>Check Number</u>	<u>Invoice Number</u>	<u>Invoice Description</u>	<u>Invoice Amount</u>
Rizzetta & Company, Inc.	100179	INV0000082217	District Management Fees 08/23	\$ 4,306.59
Solitude Lake Management, LLC	100190	PSI-98365	Lake & Pond Maintenance 08/23	\$ 1,736.00
Sylvester Wilkins	100186	SW072623	Board of Supervisors Meeting 07/26/23	\$ <u>200.00</u>
Report Total				\$ <u>33,303.39</u>

Tab 3



Rizzetta & Company

Alta Lakes Community Development District

**Financial Statements
(Unaudited)**

July 31, 2023

Prepared by: Rizzetta & Company, Inc.

altalakescdd.org
rizzetta.com

Alta Lakes Community Development District

Balance Sheet

As of 07/31/2023

(In Whole Numbers)

	General Fund	Reserve Fund	Debt Service Fund	Capital Project Fund	Total Gvmnt Fund	Fixed Assets Group	Long-Term Debt
Assets							
Cash In Bank	476,419	25,000	0	0	501,419	0	0
Investments	0	0	569,288	1	569,289	0	0
Fixed Assets	0	0	0	0	0	9,040,118	0
Amount Available in Debt Service	0	0	0	0	0	0	569,288
Amount To Be Provided Debt Service	0	0	0	0	0	0	8,585,712
Total Assets	476,419	25,000	569,288	1	1,070,708	9,040,118	9,155,000
Liabilities							
Accounts Payable	3,744	0	0	0	3,744	0	0
Accrued Expenses	6,400	0	0	0	6,400	0	0
Revenue Bonds Payable-Long Term	0	0	0	0	0	0	9,155,000
Total Liabilities	10,144	0	0	0	10,144	0	9,155,000
Fund Equity & Other Credits							
Beginning Fund Balance	291,361	0	547,625	1	838,986	0	0
Investment In General Fixed Assets	0	0	0	0	0	9,040,118	0
Net Change in Fund Balance	174,914	25,000	21,663	0	221,578	0	0
Total Fund Equity & Other Credits	466,275	25,000	569,288	1	1,060,564	9,040,118	0
Total Liabilities & Fund Equity	476,419	25,000	569,288	1	1,070,708	9,040,118	9,155,000

See Notes to Unaudited Financial Statements

Alta Lakes Community Development District

Statement of Revenues and Expenditures

As of 07/31/2023

(In Whole Numbers)

	Year Ending 09/30/2023	Through 07/31/2023	Year To Date 07/31/2023	
	Annual Budget	YTD Budget	YTD Actual	YTD Variance
Revenues				
Special Assessments				
Tax Roll	534,902	534,902	535,844	(942)
Other Misc. Revenues				
Miscellaneous Revenue	0	0	1,664	(1,664)
Total Revenues	534,902	534,902	537,508	(2,606)
Expenditures				
Legislative				
Supervisor Fees	6,000	5,000	3,000	2,000
Total Legislative	6,000	5,000	3,000	2,000
Financial & Administrative				
Administrative Services	4,917	4,098	4,097	0
District Management	21,962	18,301	18,302	0
District Engineer	11,000	9,167	7,964	1,203
Disclosure Report	5,000	5,000	5,000	0
Trustees Fees	5,000	5,000	2,813	2,188
Assessment Roll	5,463	5,463	5,463	(1)
Financial & Revenue Collections	3,933	3,278	3,277	0
Accounting Services	19,667	16,389	16,389	0
Auditing Services	4,200	4,200	3,675	525
Arbitrage Rebate Calculation	450	450	0	450
Public Officials Liability Insurance	2,977	2,977	2,667	310
Legal Advertising	4,000	3,333	2,466	867
Dues, Licenses & Fees	175	175	175	0
Miscellaneous Fees	1,500	1,250	545	705
Website Hosting, Maintenance, Backup & Email	3,737	3,337	2,538	800
Total Financial & Administrative	93,981	82,418	75,371	7,047
Legal Counsel				
District Counsel	20,000	16,667	12,261	4,406
Total Legal Counsel	20,000	16,667	12,261	4,406
Electric Utility Services				
Utility - Electricity	40,320	33,600	26,219	7,381
Total Electric Utility Services	40,320	33,600	26,219	7,381
Garbage/Solid Waste Control Services				
Garbage - Recreation Facility	4,200	3,500	2,356	1,144
Total Garbage/Solid Waste Control Services	4,200	3,500	2,356	1,144

See Notes to Unaudited Financial Statements

Alta Lakes Community Development District

Statement of Revenues and Expenditures

As of 07/31/2023

(In Whole Numbers)

	Year Ending	Through	Year To Date	
	09/30/2023	07/31/2023	07/31/2023	
	Annual Budget	YTD Budget	YTD Actual	YTD Variance
Water-Sewer Combination Services				
Utility Services	35,000	29,167	20,664	8,502
Total Water-Sewer Combination Services	35,000	29,167	20,664	8,502
Stormwater Control				
Aquatic Maintenance	21,500	17,916	14,862	3,055
Fountain Service Repair & Maintenance	2,500	2,084	1,065	1,018
Miscellaneous Expense	5,000	4,167	1,094	3,073
Total Stormwater Control	29,000	24,167	17,021	7,146
Other Physical Environment				
General Liability & Property Insurance	26,723	26,723	24,919	1,804
Entry & Walls Maintenance & Repair	10,000	8,333	8,951	(618)
Landscape Replacement Plants, Shrubs, Trees	8,500	7,084	2,532	4,552
Landscape & Irrigation Maintenance Con- tract	105,105	87,587	85,347	2,240
Miscellaneous Expense	4,332	3,610	4,683	(1,073)
Irrigation Repair	5,000	4,167	0	4,167
Total Other Physical Environment	159,660	137,504	126,432	11,072
Parks & Recreation				
Amenity Management Service Contracts	30,000	25,000	6,065	18,935
Telephone, Internet, Cable	4,000	3,333	2,955	379
Pool Permits	525	525	525	0
Pool Maintenance	10,000	8,333	7,388	945
Playground Equipment & Maintenance	3,000	2,500	2,380	120
Pressure Washing	2,900	2,417	865	1,552
Amenity Facility - Maintenance & Repair	15,000	12,500	7,757	4,743
Amenity Maintenance Contract & Repairs	3,024	2,520	2,097	423
Amenity Facility Janitorial Service Contract & Supplies	8,652	7,210	7,708	(498)
Pool Chemicals & Permits	14,040	11,700	8,413	3,286
Pest Control & Termite Bond	1,500	1,250	1,111	140
Access Control / Security Camera Mainte- nance & Repair	9,100	7,583	8,378	(795)
Athletic Court/Field/Playground Maint.	2,500	2,084	840	1,243
Miscellaneous Amenity Expense	500	417	2,880	(2,463)
Fitness Equipment Maintenance & Repair	2,000	1,666	1,880	(213)
Total Parks & Recreation	106,741	89,039	61,242	27,797
Special Events				
Special Events	5,000	4,166	1,676	2,490

See Notes to Unaudited Financial Statements

Alta Lakes Community Development District

Statement of Revenues and Expenditures

As of 07/31/2023

(In Whole Numbers)

	Year Ending 09/30/2023	Through 07/31/2023	Year To Date 07/31/2023	
	Annual Budget	YTD Budget	YTD Actual	YTD Variance
Total Special Events	5,000	4,166	1,676	2,490
Contingency				
Capital Outlay	10,000	8,334	0	8,334
Miscellaneous Contingency	25,000	20,833	16,352	4,482
Total Contingency	35,000	29,167	16,352	12,816
Total Expenditures	<u>534,902</u>	<u>454,394</u>	<u>362,594</u>	<u>91,801</u>
Total Excess of Revenues Over(Under) Expenditures	<u>0</u>	<u>80,508</u>	<u>174,914</u>	<u>(94,407)</u>
Fund Balance, Beginning of Period	<u>0</u>	<u>0</u>	<u>291,361</u>	<u>(291,361)</u>
Total Fund Balance, End of Period	<u>0</u>	<u>80,508</u>	<u>466,275</u>	<u>(385,768)</u>

Alta Lakes Community Development District

Statement of Revenues and Expenditures

As of 07/31/2023

(In Whole Numbers)

	Year Ending 09/30/2023	Through 07/31/2023	Year To Date 07/31/2023	
	Annual Budget	YTD Budget	YTD Actual	YTD Variance
Revenues				
Special Assessments				
Tax Roll	25,000	25,000	25,000	0
Total Revenues	<u>25,000</u>	<u>25,000</u>	<u>25,000</u>	<u>0</u>
Expenditures				
Contingency				
Capital Reserve	25,000	20,833	0	20,833
Total Contingency	<u>25,000</u>	<u>20,833</u>	<u>0</u>	<u>20,833</u>
Total Expenditures	<u>25,000</u>	<u>20,833</u>	<u>0</u>	<u>20,833</u>
Total Excess of Revenues Over(Under) Expenditures	<u>0</u>	<u>4,167</u>	<u>25,000</u>	<u>(20,833)</u>
Total Fund Balance, End of Period	<u>0</u>	<u>4,167</u>	<u>25,000</u>	<u>(20,833)</u>

Alta Lakes Community Development District

Statement of Revenues and Expenditures

As of 07/31/2023

(In Whole Numbers)

	Year Ending 09/30/2023	Through 07/31/2023	Year To Date 07/31/2023	
	Annual Budget	YTD Budget	YTD Actual	YTD Variance
Revenues				
Interest Earnings				
Interest Earnings	0	0	20,106	(20,106)
Special Assessments				
Tax Roll	601,877	601,877	602,890	(1,012)
Total Revenues	<u>601,877</u>	<u>601,877</u>	<u>622,996</u>	<u>(21,118)</u>
Expenditures				
Debt Service				
Interest	411,877	411,877	411,333	545
Principal	190,000	190,000	190,000	0
Total Debt Service	<u>601,877</u>	<u>601,877</u>	<u>601,333</u>	<u>545</u>
Total Expenditures	<u>601,877</u>	<u>601,877</u>	<u>601,333</u>	<u>545</u>
Total Excess of Revenues Over(Under) Expenditures	<u>0</u>	<u>0</u>	<u>21,663</u>	<u>(21,663)</u>
Fund Balance, Beginning of Period	<u>0</u>	<u>0</u>	<u>547,625</u>	<u>(547,625)</u>
Total Fund Balance, End of Period	<u>0</u>	<u>0</u>	<u>569,288</u>	<u>(569,288)</u>

319 Capital Projects Fund S2019

Alta Lakes Community Development District

Statement of Revenues and Expenditures

As of 07/31/2023

(In Whole Numbers)

	Year Ending 09/30/2023	Through 07/31/2023	Year To Date 07/31/2023	
	Annual Budget	YTD Budget	YTD Actual	YTD Variance
Fund Balance, Beginning of Period	<u>0</u>	<u>0</u>	<u>1</u>	<u>(1)</u>
Total Fund Balance, End of Period	<u>0</u>	<u>0</u>	<u>1</u>	<u>(1)</u>

See Notes to Unaudited Financial Statements

**Alta Lakes CDD
Investment Summary
July 31, 2023**

<u>Account</u>	<u>Investment</u>	<u>Balance as of July 31, 2023</u>
US Bank Series 2019 Revenue	First American Treasury Obligation Fund Class Y	\$ 262,975
US Bank Series 2019 Prepayment	First American Treasury Obligation Fund Class Y	1,181
US Bank Series 2019 Reserve	First American Treasury Obligation Fund Class Y	305,132
	Total Debt Service Fund Investments	\$ 569,288
US Bank Series 2019 Construction	First American Treasury Obligation Fund Class Y	\$ 1
	Total Capital Projects Fund Investments	\$ 1

**Alta Lakes Community Development District
Summary A/P Ledger
From 07/1/2023 to 07/31/2023**

Fund Name	GL posting date	Vendor name	Document number	Description	Balance Due
319, 2378					
319 General Fund	07/26/2023	Cassidy Hardison	CH072623	Board of Supervisors Meeting 07/26/23	200.00
319 General Fund	07/13/2023	COMCAST	8495 74 120 3378488	Monthly Cable & Internet 07/23	298.31
319 General Fund	07/17/2023	First Coast Contract Maintenance Service, LLC	7813	Reimbursable Expenses 07/23	101.09
319 General Fund	07/17/2023	First Coast Contract Maintenance Service, LLC	7813	Reimbursable Expenses 07/23	729.02
319 General Fund	07/31/2023	Hi-Tech System Associates	69805	Service Call 07/23	896.50
319 General Fund	07/28/2023	Innovative Fountain Services	20244831	Fountain Maintenance 07/22	897.74
319 General Fund	07/26/2023	Kisha Mayo-Lewis	KML072623	Board of Supervisors Meeting 07/26/23	200.00
319 General Fund	07/31/2023	Kutak Rock, LLP	3254306	Legal Services 06/23	320.00
319 General Fund	07/26/2023	Nelson Ortega	NO072623	Board of Supervisors Meeting 07/26/23	200.00
319 General Fund	07/16/2023	Republic Services	0687-001341832 Autopay 319	Waste Disposal Services 07/23	241.20
319 General Fund	07/01/2023	Solitude Lake Management, LLC	Check 1535 Credit Memo	Check 1535 Credit Memo 06/23	(540.00)
319 General Fund	07/26/2023	Sylvester Wilkins	SW072623	Board of Supervisors Meeting 07/26/23	200.00
Sum for 319, 2378					3,743.86
Sum for 319					3,743.86
Sum Total					3,743.86

Alta Lakes Community Development District
Notes to Unaudited Financial Statements
July 31, 2023

Balance Sheet

1. Trust statement activity has been recorded through 07/31/23.
2. See EMMA (Electronic Municipal Market Access) at <https://emma.msrb.org> for Municipal Disclosures and Market Data.
3. For presentation purposes, the Reserves are shown in a separate fund titled Reserve Fund.



Rizzetta & Company

Alta Lakes Community Development District

**Financial Statements
(Unaudited)**

August 31, 2023

Prepared by: Rizzetta & Company, Inc.

altalakescdd.org
rizzetta.com

Alta Lakes Community Development District

Balance Sheet

As of 08/31/2023

(In Whole Numbers)

	General Fund	Reserve Fund	Debt Service Fund	Capital Project Fund	Total Gvmnt Fund	Fixed Assets Group	Long-Term Debt
Assets							
Cash In Bank	443,504	25,000	0	0	468,504	0	0
Investments	0	0	571,582	1	571,583	0	0
Prepaid Expenses	3,031	0	0	0	3,030	0	0
Fixed Assets	0	0	0	0	0	9,040,118	0
Amount Available in Debt Service	0	0	0	0	0	0	571,582
Amount To Be Provided Debt Service	0	0	0	0	0	0	8,583,418
Total Assets	446,535	25,000	571,582	1	1,043,117	9,040,118	9,155,000
Liabilities							
Accounts Payable	12,463	0	0	0	12,463	0	0
Accrued Expenses	1,500	0	0	0	1,500	0	0
Revenue Bonds Payable-Long Term	0	0	0	0	0	0	9,155,000
Total Liabilities	13,963	0	0	0	13,963	0	9,155,000
Fund Equity & Other Credits							
Beginning Fund Balance	291,361	0	547,625	1	838,986	0	0
Investment In General Fixed Assets	0	0	0	0	0	9,040,118	0
Net Change in Fund Balance	141,211	25,000	23,957	0	190,169	0	0
Total Fund Equity & Other Credits	432,572	25,000	571,582	1	1,029,155	9,040,118	0
Total Liabilities & Fund Equity	446,535	25,000	571,582	1	1,043,117	9,040,118	9,155,000

See Notes to Unaudited Financial Statements

Alta Lakes Community Development District

Statement of Revenues and Expenditures

As of 08/31/2023

(In Whole Numbers)

	Year Ending 09/30/2023	Through 08/31/2023	Year To Date 08/31/2023	
	Annual Budget	YTD Budget	YTD Actual	YTD Variance
Revenues				
Special Assessments				
Tax Roll	534,902	534,902	535,844	(942)
Other Misc. Revenues				
Miscellaneous Revenue	0	0	2,053	(2,053)
Total Revenues	534,902	534,902	537,897	(2,995)
Expenditures				
Legislative				
Supervisor Fees	6,000	5,500	3,000	2,500
Total Legislative	6,000	5,500	3,000	2,500
Financial & Administrative				
Administrative Services	4,917	4,507	4,507	0
District Management	21,962	20,132	20,132	0
District Engineer	11,000	10,083	9,102	982
Disclosure Report	5,000	5,000	5,000	0
Trustees Fees	5,000	5,000	3,823	1,177
Assessment Roll	5,463	5,463	5,463	0
Financial & Revenue Collections	3,933	3,605	3,605	0
Accounting Services	19,667	18,028	18,028	0
Auditing Services	4,200	4,200	3,675	525
Arbitrage Rebate Calculation	450	450	450	0
Public Officials Liability Insurance	2,977	2,977	2,667	310
Legal Advertising	4,000	3,667	2,466	1,201
Dues, Licenses & Fees	175	175	175	0
Miscellaneous Fees	1,500	1,375	545	830
Website Hosting, Maintenance, Backup & Email	3,737	3,537	2,638	900
Total Financial & Administrative	93,981	88,200	82,275	5,924
Legal Counsel				
District Counsel	20,000	18,333	14,505	3,829
Total Legal Counsel	20,000	18,333	14,505	3,829
Electric Utility Services				
Utility - Electricity	40,320	36,960	28,117	8,843
Total Electric Utility Services	40,320	36,960	28,117	8,843
Garbage/Solid Waste Control Services				
Garbage - Recreation Facility	4,200	3,850	2,356	1,494
Total Garbage/Solid Waste Control Services	4,200	3,850	2,356	1,494

See Notes to Unaudited Financial Statements

Alta Lakes Community Development District

Statement of Revenues and Expenditures

As of 08/31/2023

(In Whole Numbers)

	Year Ending	Through	Year To Date	
	09/30/2023	08/31/2023	08/31/2023	
	Annual Budget	YTD Budget	YTD Actual	YTD Variance
Water-Sewer Combination Services				
Utility Services	35,000	32,083	20,456	11,628
Total Water-Sewer Combination Services	35,000	32,083	20,456	11,628
Stormwater Control				
Aquatic Maintenance	21,500	19,709	16,598	3,110
Fountain Service Repair & Maintenance	2,500	2,291	1,065	1,227
Miscellaneous Expense	5,000	4,584	1,094	3,489
Total Stormwater Control	29,000	26,584	18,757	7,826
Other Physical Environment				
General Liability & Property Insurance	26,723	26,723	24,919	1,804
Entry & Walls Maintenance & Repair	10,000	9,167	9,663	(496)
Landscape Replacement Plants, Shrubs, Trees	8,500	7,791	2,532	5,259
Landscape & Irrigation Maintenance Con- tract	105,105	96,347	95,503	843
Miscellaneous Expense	4,332	3,971	6,575	(2,603)
Irrigation Repair	5,000	4,583	325	4,258
Total Other Physical Environment	159,660	148,582	139,517	9,065
Parks & Recreation				
Amenity Management Service Contracts	30,000	27,500	6,675	20,825
Telephone, Internet, Cable	4,000	3,667	3,253	414
Pool Permits	525	525	525	0
Pool Maintenance	10,000	9,167	8,214	952
Playground Equipment & Maintenance	3,000	2,750	2,380	370
Pressure Washing	2,900	2,658	865	1,793
Amenity Facility - Maintenance & Repair	15,000	13,750	9,769	3,981
Amenity Maintenance Contract & Repairs	3,024	2,772	2,425	348
Amenity Facility Janitorial Service Contract & Supplies	8,652	7,931	8,428	(498)
Pool Chemicals & Permits	14,040	12,870	9,635	3,235
Pest Control & Termite Bond	1,500	1,375	1,176	200
Access Control / Security Camera Mainte- nance & Repair	9,100	8,342	10,456	(2,115)
Athletic Court/Field/Playground Maint.	2,500	2,291	840	1,452
Miscellaneous Amenity Expense	500	459	2,880	(2,422)
Fitness Equipment Maintenance & Repair	2,000	1,833	2,154	(320)
Total Parks & Recreation	106,741	97,890	69,675	28,215
Special Events				
Special Events	5,000	4,583	1,676	2,907

See Notes to Unaudited Financial Statements

Alta Lakes Community Development District

Statement of Revenues and Expenditures

As of 08/31/2023

(In Whole Numbers)

	Year Ending	Through	Year To Date	
	09/30/2023	08/31/2023	08/31/2023	
	Annual Budget	YTD Budget	YTD Actual	YTD Variance
Total Special Events	5,000	4,583	1,676	2,907
Contingency				
Capital Outlay	10,000	9,167	0	9,167
Miscellaneous Contingency	25,000	22,917	16,352	6,565
Total Contingency	35,000	32,084	16,352	15,732
Total Expenditures	534,902	494,649	396,686	97,964
Total Excess of Revenues Over(Under) Expenditures	0	40,253	141,211	(100,958)
Fund Balance, Beginning of Period	0	0	291,361	(291,361)
Total Fund Balance, End of Period	0	40,253	432,572	(392,319)

Alta Lakes Community Development District

Statement of Revenues and Expenditures

As of 08/31/2023

(In Whole Numbers)

	Year Ending 09/30/2023	Through 08/31/2023	Year To Date 08/31/2023	
	Annual Budget	YTD Budget	YTD Actual	YTD Variance
Revenues				
Special Assessments				
Tax Roll	25,000	25,000	25,000	0
Total Revenues	<u>25,000</u>	<u>25,000</u>	<u>25,000</u>	<u>0</u>
Expenditures				
Contingency				
Capital Reserve	25,000	22,917	0	22,917
Total Contingency	<u>25,000</u>	<u>22,917</u>	<u>0</u>	<u>22,917</u>
Total Expenditures	<u>25,000</u>	<u>22,917</u>	<u>0</u>	<u>22,917</u>
Total Excess of Revenues Over(Under) Expenditures	<u>0</u>	<u>2,083</u>	<u>25,000</u>	<u>(22,917)</u>
Total Fund Balance, End of Period	<u>0</u>	<u>2,083</u>	<u>25,000</u>	<u>(22,917)</u>

Alta Lakes Community Development District

Statement of Revenues and Expenditures

As of 08/31/2023

(In Whole Numbers)

	Year Ending 09/30/2023	Through 08/31/2023	Year To Date 08/31/2023	
	Annual Budget	YTD Budget	YTD Actual	YTD Variance
Revenues				
Interest Earnings				
Interest Earnings	0	0	22,400	(22,400)
Special Assessments				
Tax Roll	601,877	601,877	602,890	(1,013)
Total Revenues	<u>601,877</u>	<u>601,877</u>	<u>625,290</u>	<u>(23,413)</u>
Expenditures				
Debt Service				
Interest	411,877	411,877	411,333	545
Principal	190,000	190,000	190,000	0
Total Debt Service	<u>601,877</u>	<u>601,877</u>	<u>601,333</u>	<u>545</u>
Total Expenditures	<u>601,877</u>	<u>601,877</u>	<u>601,333</u>	<u>545</u>
Total Excess of Revenues Over(Under) Expenditures	<u>0</u>	<u>0</u>	<u>23,957</u>	<u>(23,957)</u>
Fund Balance, Beginning of Period	<u>0</u>	<u>0</u>	<u>547,625</u>	<u>(547,625)</u>
Total Fund Balance, End of Period	<u>0</u>	<u>0</u>	<u>571,582</u>	<u>(571,582)</u>

319 Capital Projects Fund S2019

Alta Lakes Community Development District

Statement of Revenues and Expenditures

As of 08/31/2023

(In Whole Numbers)

	Year Ending 09/30/2023	Through 08/31/2023	Year To Date 08/31/2023	
	Annual Budget	YTD Budget	YTD Actual	YTD Variance
Fund Balance, Beginning of Period	<u>0</u>	<u>0</u>	<u>1</u>	<u>(1)</u>
Total Fund Balance, End of Period	<u>0</u>	<u>0</u>	<u>1</u>	<u>(1)</u>

See Notes to Unaudited Financial Statements

Alta Lakes CDD
Investment Summary
August 31, 2023

<u>Account</u>	<u>Investment</u>	<u>Balance as of</u> <u>August 31, 2023</u>
US Bank Series 2019 Revenue	First American Treasury Obligation Fund Class Y	\$ 264,032
US Bank Series 2019 Prepayment	First American Treasury Obligation Fund Class Y	1,186
US Bank Series 2019 Reserve	First American Treasury Obligation Fund Class Y	306,364
	Total Debt Service Fund Investments	\$ 571,582
US Bank Series 2019 Construction	First American Treasury Obligation Fund Class Y	\$ 1
	Total Capital Projects Fund Investments	\$ 1

**Alta Lakes Community Development District
Summary A/P Ledger
From 08/1/2023 to 08/31/2023**

Fund Name	GL posting date	Vendor name	Document number	Description	Balance Due
319, 2378					
319 General Fund	08/30/2023	Bobs Backflow & Plumbing Services, Inc.	94189	Back Flow Test & Certification 08/23	225.00
319 General Fund	08/28/2023	BrightView Landscape Services, Inc.	8577655	Prune Trees 08/23	2,356.25
319 General Fund	08/13/2023	COMCAST	8495 74 120 3378488	Monthly Cable & Internet 08/23	298.31
319 General Fund	08/31/2023	Innovative Fountain Services	20244902	Fountain Maintenance 08/22	712.18
319 General Fund	08/29/2023	JEA	9415158183 08/23	Au-Account #9415158183 topay Utility Services 08/23	2,494.06
319 General Fund	08/29/2023	JEA	9415158183 08/23	Au-Account #9415158183 topay Utility Services 08/23	1,133.00
319 General Fund	08/31/2023	Kutak Rock, LLP	3268500	Legal Services 07/23	1,743.35
319 General Fund	07/01/2023	Solitude Lake Management, LLC	Check 1535	Credit Memo 06/23	(540.00)
319 General Fund	08/01/2023	U.S. Bank	6998475	Trustee Fees S2019 07/01/23-06/30/24	3,030.50
319 General Fund	08/01/2023	U.S. Bank	6998475	Trustee Fees S2019 07/01/23-06/30/24	1,010.13
Sum for 319, 2378					12,462.78
Sum for 319					12,462.78
Sum Total					12,462.78

**Alta Lakes Community Development District
Notes to Unaudited Financial Statements
August 31, 2023**

Balance Sheet

1. Trust statement activity has been recorded through 08/31/23.
2. See EMMA (Electronic Municipal Market Access) at <https://emma.msrb.org> for Municipal Disclosures and Market Data.
3. For presentation purposes, the Reserves are shown in a separate fund titled Reserve Fund.

Tab 4

SOLITUDE LAKE MANAGEMENT



Alta Lakes CDD Waterway Inspection Report

Reason for Inspection: Customer Request

Inspection Date: 2023-09-18

Prepared for:

Carol Brown

District Manager

904.436.6270 Ext.: 4631

clbrown@rizzetta.com

Prepared by:

Jacksonville Field Office

SOLITUDELAKEMANAGEMENT.COM

888.480.LAKE (5253)

Site: 1



Comments: Site looks good

Minor vegetation on the bottom, but nothing out of the ordinary.

Site: 2



Comments: Site looks good

Pond is looking great right now!

Site: 3



Comments: Site looks good

Pond is looking great right now!

Site: 4



Comments: Site looks good

Pond is looking great right now!

Site: 5



Comments: Normal growth observed

Minor torpedograss and pennywort. But nothing to be concerned with.

Site: 6



Comments: Site looks good

Pond is looking great right now!

Site: 7



Comments: Site looks good

Site: 8



Comments: Requires attention

Some homeowners are still not weedeating down to the waters edge. However, there is still some growth that we need to hit along the shoreline.

Site: 9



Comments: Requires attention

Slenderspikerush and algae on the pond that needs to be treated.

Site: 10



Comments: Site looks good

This pond looks fantastic!

Site: 11



Comments: Site looks good

This pond has improved greatly and is looking good at this time.

Site: 12



Comments: Normal growth observed

Minor algae and slender spikerush that needs to be addressed.

Site: 13



Comments: Normal growth observed

This pond could use a treatment. But overall it looks okay!

Site: 14



Comments: Requires attention

Homeowners need to weedeat down to the waters edge. There is some shoreline vegetation that needs to be sprayed by us as well.

Site: 15



Comments: Site looks good

I still recommend cutting the vegetation around the pond to keep good access around it.

Site: 16



Comments: Site looks good

This pond is looking great right now!

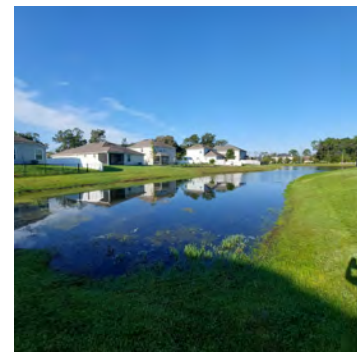
Site: 17



Comments: Normal growth observed

The pond is looking much better. there is some minor alligatorweed and primrose popping back up that needs to be treated.

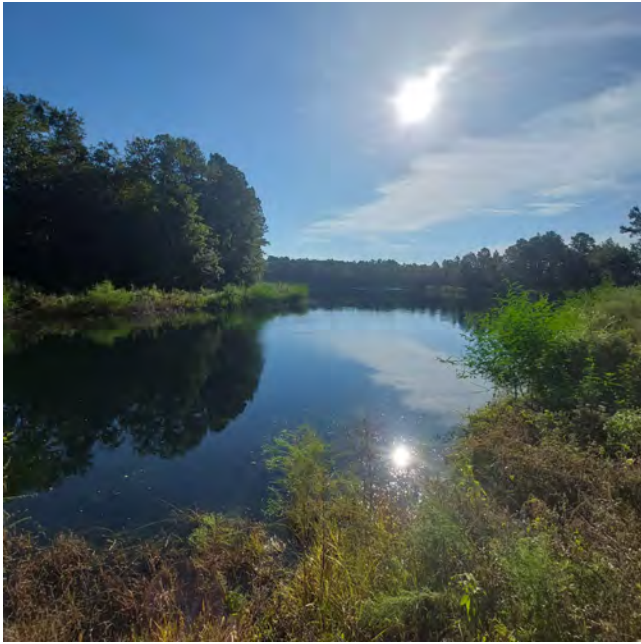
Site: 18



Comments: Normal growth observed

This pond and the cove are looking much better! Still some minor vegetation growing, but overall the pond is looking good.

Site: 19



Comments: Site looks good

May want to have a landscaper cut around the pond to prevent overgrowth. I did notice a pretty large alligator towards the back of the pond.

Site:

Comments:

Management Summary

Ponds will have a follow up treatment based off of this report.

Aquatic vegetation is treated using a combination of direct contact and systemic herbicides. Treated plants include Slender spikerush, Needlerush, Vallisneria (Eelgrass), Bacopa, Slender pondweed, Naiad, Hydrilla, and other noxious species.

Our main attention is given to invasive grasses such as Torpedograss and Alligatorweed, which grow quickly and are therefore more difficult to control. Other controlled grasses/brush include Primrose willow, Pennywort (a.k.a Dollarweed), and other nuisance vegetation. Grasses are sprayed if they enter the water, however, the banks are not sprayed, in order to mitigate erosion, and are trimmed/cut at the Association's/Homeowners' discretion.

With the cooler weather coming the growth should start slowing down and we will be able to stay on top of it better. Especially the invasive Hydrilla.

Recommendations/Action Items



Work Order
 Work Order Number 00321510
 Created Date 8/4/2023

Account Alta Lakes CDD
 Contact Carol Brown
 Address Yellow Perch Road
 Jacksonville, FL 32226

Work Details

Specialist Comments to Customer: Treated ponds 3,4,6,7 for algae and submersed weeds. A lot of wildlife on ponds such as nesting ducks and alligators. Inspected ponds 19 and the hydrilla treatments are looking good. Pond 15 the grass treatment from previous visit looking good. No algae.

Prepared By: Patrick Williams

Work Order Assets

Asset	Status	Product Work Type
Alta Lakes Cdd-Lake-ALL	Treated	

Service Parameters

Asset	Product Work Type	Specialist Comments to Customer
Alta Lakes Cdd-Lake-ALL	TRASH / DEBRIS COLLECTION (IN HOUSE)	
Alta Lakes Cdd-Lake-ALL	SHORELINE WEED CONTROL	
Alta Lakes Cdd-Lake-ALL	LAKE WEED CONTROL	
Alta Lakes Cdd-Lake-ALL	ALGAE CONTROL	
Alta Lakes Cdd-Lake-ALL	MONITORING	
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Tab 5



Quality Site Assessment

Prepared for: Alta Lakes CDD

General Information

- DATE: Wednesday, Sep 13, 2023
- NEXT QSA DATE: Monday, Sep 02, 2024
- CLIENT ATTENDEES:
- BRIGHTVIEW ATTENDEES: Christopher Ernst

Customer Focus Areas

Quality you can count on.

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

QUALITY SITE ASSESSMENT

Alta Lakes CDD

Notes to Owner / Client



1 The approved palm trimming has been completed

2 There is weed pressure in some of these beds along Alta Lakes Blvd. The crew has been working on getting these cleaned up.

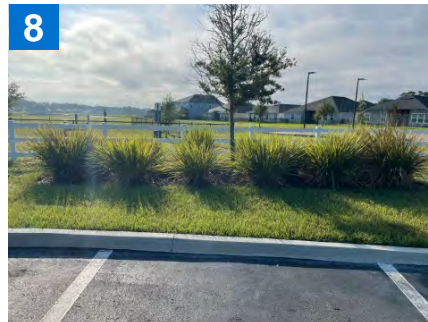
3 We will be fertilizing all plants in October

4 The crew treated most of the crack weeds throughout the property. There are still some to get towards the back entrance.

QUALITY SITE ASSESSMENT

Alta Lakes CDD

Notes to Owner / Client



5 There is some light trimming to do around the amenity center and the back entrance

6 There are some dead tips in the trees due to the wind from Hurricane Idalia. The tree is healthy and will recover.

7 We will be cutting the roses back in October and fertilizing

8 In October we will be starting to cut back the ornamental grasses to help rejuvenate them.

Notes to Owner / Client



- 9** This winter we plan on cutting back the wood line from Alta Dr. to Yellow Perch.

Service Communication Report

Property Name: Alta Lakes

Date: 8/10/2023

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


Grounds Maintenance Customer Service (904)-292-0716

Turf		Landscape Beds		Fertilization		Pest Control	
Mowing	yes	Pruning	yes	Turf		Turf	Trees
Edging		Hedging		Trees			
Curbs	yes	Weeding		Shrubs			
Beds		Trees		Annuals		Shrubs	Fire Ants
Line Trim	yes	Pruning					
		Palms					
		Pruning					
Irrigation		Planting		Clean Up		Other Services Performed	
Inspect		Annuals		Trash	yes		
Adjust		Shrubs		Leaves &			
Repair		Mulch		Debris	yes		

Comments, Areas Which Require Special Attention Or Work:

They hand pulled weeds and removing dead plant in the islands from the entrance to the JEA station
 They clean up the debris and trash all over the road and blow off they trimming the bushes in the entrances.

*

Service Provided By: 

Tab 6

LANDSCAPE SERVICES AGREEMENT

Date: September 11, 2023

BrightView: BrightView Landscape Services, Inc.

Client: Alta Lakes CDD

Contract Start Date: November 1, 2023

Contract End Date: October 31, 2024

Service Fee*: \$95,472.00

*Plus sales tax where applicable

THIS LANDSCAPE SERVICES AGREEMENT (the "Agreement") is entered into as of the Date above between BrightView and Client. If Client is not the record owner of each property where BrightView will deliver goods or perform services under this Agreement, then Client is executing this Agreement on its own behalf and as a duly authorized agent for the record owner(s) of each property.

NOW, THEREFORE, Client and BrightView mutually agree to the following terms and conditions:

1. Services.

- (a) For purposes of this Agreement: (i) the "Services" consist of the landscape maintenance, construction, irrigation, and/or other general landscape services described in the "Scope of Landscape Services" attached hereto, together with delivery or installation of any associated goods and materials, and (ii) the "Landscape Site(s)" consist of the exterior landscaped areas for each of the site(s) identified in the attached Scope of Landscape Services, where Services will be furnished by BrightView in accordance with the Scope of Landscape Services. More than one Scope of Landscape Services may be attached hereto, in the event of multiple Landscape Sites.
- (b) During the Term (as defined in Section 2. Term), BrightView shall furnish the Services or arrange for the Services to be furnished in accordance with applicable professional horticulture standards and any local requirements or regulations in effect, using appropriately trained, uniformed, and supervised personnel, and properly maintained equipment.
- (c) All tools, equipment, surplus materials, landscape waste materials and rubbish will be removed from each Landscape Site after Services are completed.
- (d) Any regulated substances required to be applied as part of the Services shall be applied in accordance with applicable laws and regulations by properly licensed personnel and BrightView shall not be held liable for the use of such substances if properly applied in accordance with applicable laws and regulations. Other materials shall be applied in accordance with the manufacturer's directions.

2. **Term.** The "Initial Term" of this Agreement shall begin on the Contract Start Date and conclude on the Contract End Date. Thereafter, this Agreement shall renew automatically for successive one-year periods (each, a "Renewal Term") on each anniversary of the Contract Start Date of the Initial Term (each, an "Anniversary Date"), unless either party gives written notice to the other party of its intent not to renew at

least 90 days prior to the next Anniversary Date. The Initial Term, together with any Renewal Term, comprises the "Term".

3. **Work Orders.** If Client requests services from BrightView that are not set forth on the Scope of Landscape Services or at a worksite for which there is no attached Scope of Landscape Services, then BrightView may elect in its sole discretion to furnish such additional services and any related goods and materials pursuant to a written work authorization signed by Client (each signed written work authorization, a "Work Order"). For services, goods, or materials furnished pursuant to a Work Order, payment shall be due from Client to BrightView as specified by such Work Order or, if unspecified in such Work Order, then upon delivery of the services, goods, and materials identified in the Work Order (the "Work Order Charges").
4. **Insurance.** During the Term, BrightView will maintain general liability insurance, automobile liability insurance, and workers' compensation insurance covering its activities in connection with the Services and any Work Order. Such insurance shall be in commercially reasonable amounts. Evidence of such insurance will be provided to Client upon request.
5. **Cooperation.**
 - (a) Client will cooperate with BrightView to facilitate the Services, and will permit or schedule adequate access to the Landscape Site(s) as required to perform the Services safely, efficiently, and within any specified timeframes. Client will notify BrightView in writing of any limitation on access to Landscape Site(s) as soon as possible, and in any event at least 48 hours to any scheduled delivery of services, goods, or materials.
 - (b) If required, Client will provide water with adequate spigots or hydrants or such other items as identified on the Scope of Landscape Services.
 - (c) Client shall provide written notice to BrightView of any proposed change in the ownership or management of the Landscape Site(s) at least 30 days prior to the

effective date of any such change. A change in the ownership or management of the Landscape Site(s) shall not relieve Client of its obligations hereunder, including but not limited to the payment of the Service Fee and any amounts due to BrightView with respect to any Work Order, unless Client shall have given proper notice of termination pursuant to this Agreement.

6. Service Fee.

- (a) For Services performed pursuant to this Agreement, Client shall pay BrightView the Service Fee subject to adjustments as described below. Client shall pay the Service Fee to BrightView through monthly payments. The Service Fee shall be payable in 12 equal monthly installments, beginning in the month of November (the "Monthly Installment Plan"). Monthly invoices will be dated the 1st of each month, and payments are due within fifteen (15) days of the invoice date.
- (b) Overdue Service Fees or Work Order Charges shall be subject to an administrative charge equal to the lower of: (i) 1.5% per month (18% per year) or (ii) the highest rate permitted by law, in either case multiplied by the unpaid balance. In addition to this administrative charge, Client shall reimburse BrightView for all costs and expenses (including but not limited to attorneys' fees and court costs) which are reasonably incurred by BrightView in collecting an overdue Service Fee, Work Order Charges, and administrative charges.
- (c) If tax laws change increasing applicable sales taxes, BrightView may adjust the Service Fee to reflect such increase.
- (d) The parties hereby acknowledge that, notwithstanding the Service Fee, the monthly installment plan, and the types and frequency of services, goods, and materials furnished each month throughout the year may vary according to seasonal requirements and best horticultural practices. The monthly installment plan is for Client's convenience of payment only and billings do not necessarily reflect the actual cost or value of Services performed during any particular month or other billing period. If this Agreement is terminated for any reason on a date other than an Anniversary Date, then all sums paid by Client to BrightView for Services performed since the most recent Anniversary Date shall be subtracted from the time-and-materials value (as determined in good faith by BrightView) of Services performed since that date and, if the result is a positive number (a "Shortfall"), the Shortfall shall become due and payable and Client shall promptly pay such Shortfall to BrightView. A Shortfall is not liquidated or other damages arising from a termination of this Agreement but represents the portion of the charges for Services performed prior to but unpaid by Client as of the Termination Date. For the avoidance of doubt, in no event will a Shortfall invoiced to the Client exceed the total amount that would have been received by the BrightView had the terminated Agreement continued uninterrupted until the end of its then current term.
- (e) Unless specified otherwise hereunder, every 12 months the Service Fee shall be increased by an amount calculated by multiplying the Service Fee for

the immediately preceding 12 months by the greater of (i) 5% or (ii) the percentage increase in the Consumer Price Index between the most recently published CPI and the CPI published for the same month for the preceding calendar year. "Consumer Price Index" and "CPI" means the Consumer Price Index for Urban Wage Earners and Clerical Workers (1982-84 = 100) released by the United States Department of Labor, Bureau of Labor Statistics, relating to Consumer Prices for All Items for All Cities.

- (f) In the event that, during the performance of Services, the cost of materials or fuel (collectively, "Variable Costs") required by BrightView to perform the Services increases by more than twenty percent (20%) over the Variable Costs on the Contract Start Date, the Service Fee shall be increased by an amount equal to the increase in the Variable Costs.
- (g) Client must provide at least 10 days' prior written notice to BrightView, Attn.: Legal Department/Contracts, 980 Jolly Road, Suite 300, Blue Bell, PA 19422 if: (i) Service Fee required to be paid pursuant to this Section 6 are subject to a bona fide dispute and (ii) Client intends to pay, in full satisfaction of such disputed Service Fee, less than the amount invoiced by BrightView.

7. Termination.

- (a) Either BrightView or Client may terminate this Agreement without cause upon 90 day's prior written notice to the other party. If Client terminates this Agreement without cause prior to end of the then current term, Client will, within fifteen (15) days of the Termination Date, pay BrightView (i) all amounts owed to date for Services performed; (ii) reimbursement of any partner incentives such as, but not limited to, Enhancement Credits; discounts, rebates, etc. and (iii) to compensate BrightView for having to allocate employees and resources to the Landscapes Sites, an amount equal to what BrightView would have earned if this Agreement remained in effect through the end of the then current term (as calculated in accordance with Section 6(a)).
- (b) If either party materially breaches the terms of this Agreement and fails to cure such breach within 30 days after written notice from the non-breaching party specifying such breach, then the non-breaching party may elect to immediately terminate this Agreement by written notice to the breaching party. In addition to and without limiting the foregoing, if Client fails to timely pay any Service Fee, Work Order Charges, or administrative fees due under this Agreement, then BrightView may elect, in its sole discretion, to (i) delay, withhold, suspend or cancel Services without further notice to Client, and BrightView shall have no responsibility whatsoever for any consequences thereof, in respect of which the Client hereby indemnifies BrightView, and fees (as set out hereunder) shall continue to accrue and any extra expenses resulting from such withholding shall be for the Client's responsibility and/or (ii) immediately terminate this Agreement upon written notice to Client. Furthermore, and without limiting any of the foregoing, if Client fails to timely pay any Service Fee, Work Order Charges, or administrative fees due

under this Agreement, BrightView may also elect, in its sole discretion, to suspend Services for any other Agreement between Client and BrightView. In addition to the foregoing, any BrightView affiliate may also suspend Services for any other Agreement between Client and BrightView affiliate.

- (c) Either BrightView or Client may immediately terminate this Agreement upon written notice to the other party if (i) the other party makes an assignment for the benefit of creditors, (ii) a petition of bankruptcy is filed by or against the other party or (iii) all or substantially all of the other party's property is levied upon or scheduled to be sold in a judicial proceeding.

8. General Provisions.

- (a) BrightView will at all times perform the Services and any Work Order in accordance with all applicable workplace safety requirements and standards promulgated by federal and local authorities. BrightView will not at any time provide safety evaluation, inspection, or consulting services under this Agreement or any Work Order for the benefit of Client or any third party and, consequently, Client shall not rely on BrightView to provide such safety-related services at any time. Further, BrightView does not and will not at any time provide representations, warranties, or assurances as to the safety, including as it relates to BrightView's use of chemicals during Service, (or lack of safety) of any Landscape Site(s) or Work Order site with respect to periods before, during, or after Services are performed or Work Order services are performed and, consequently, Client shall not rely on BrightView to provide any such assurances at any time. If Client desires safety evaluation, inspection, or consulting services, or safety representations, warranties, or assurances, then BrightView and Client may execute and enter into a separate written agreement whereby BrightView will assist Client for an additional fee only in identifying (without recommending) third-party service providers that Client may then, in Client's sole discretion, elect to engage independently to obtain safety services and/or assurances.
- (b) During the Term of this Agreement and for a period of 12 months following this Agreement's termination, the Client shall not, without the written permission of BrightView or an affected affiliate, directly or indirectly (i) solicit, employ or retain, or have or cause any other person or entity to solicit, employ or retain, any person who is employed by BrightView and performing Services hereunder, or (ii) encourage any such person not to devote his or her full business time to the Client, or (iii) agree to hire or employ any such person. Recognizing that compensatory monetary damages resulting from a breach of this section would be difficult to prove, Client agrees that such breach will render it liable to BrightView for liquidated damages in the amount of \$10,000 for each such employee.
- (c) This Agreement shall be governed by the law of the state where the Services will be furnished. If the Services will be furnished in more than one state, then the law of the State of Delaware will govern this Agreement, except with regard to its conflicts of laws

doctrines. Both parties expressly agree that any and all legal proceedings arising under this Agreement will be brought exclusively in the state and federal courts located where Services will be furnished.

- (d) Unless otherwise specifically set forth in the Scope of Landscape Services or a Work Order, BrightView is not providing design or landscape architecture services under this Agreement and it is the Client's sole responsibility to ensure that (i) the directions provided to BrightView for Services are in compliance with all applicable laws, ordinances, rules, regulations, and orders and (ii) the height and location of the hedges, foliage, and/or other plant matter on the Landscape Sites do not obstruct a person's line of sight of proximate roadways, private or public.
- (e) Neither party may assign this Agreement without the prior written consent of the other party; provided, however, that consent shall not be required to assign this Agreement to any company which controls, is controlled by, or is under common control with BrightView or in connection with assignment to an affiliate or pursuant to a merger, sale of all or substantially all of its assets or equity securities, consolidation, change of control or corporate reorganization. This Agreement is binding on, and inures to the benefit of, the parties hereto (including the record owner of the Landscape Site(s) if other than Client) and their respective heirs, legal representatives, successors and assigns.
- (f) This Agreement, together with attached Scope of Landscaping Services, Work Order hereunder, and any other schedules and exhibits attached hereto, constitute the entire agreement of the parties with respect to the Services and Work Orders and supersedes all prior contracts or agreements with respect to the Services or Work Orders, whether oral or written.
- (g) Except as otherwise provided herein, this Agreement may be amended or modified from time to time only by a written instrument executed and agreed to by both Client and BrightView.
- (h) The waiver by Client or BrightView of a breach of any provision of this Agreement shall not operate or be construed as a waiver of any other or subsequent breach by Client or BrightView of such provision or any other provision.
- (i) BrightView's total liability for any losses, damages, and expenses of any type whatsoever incurred by Client or any of its affiliates, guests, tenants, invitees, and lessees ("Losses"), which are caused by wrongful acts or omissions of BrightView in connection with, or related to, BrightView's performance of the Services, shall be limited solely to proven direct and actual damages in an aggregate amount not to exceed the amounts actually paid to BrightView hereunder. In no event will BrightView be liable for special, indirect, incidental or consequential damages, irrespective of the form or cause of action, in contract, tort or otherwise, whether or not the possibility of such damages has been disclosed to BrightView in advance or could have been reasonably foreseen by BrightView. Further,

BrightView shall not be liable for any Losses resulting from the provision of Services or performance of any Work Order hereunder, if such Losses are due to causes or conditions beyond its reasonable control, including but not limited to Losses in any way related to or associated with state or local water regulations or mandates or BrightView's compliance or good faith efforts to comply with state or local water regulations or mandates.

(j) BrightView's performance will be excused without penalty to the extent BrightView is unable to perform as a result of accidents, acts of God, extreme weather conditions, inability to secure labor and/or products, fire, earthquake and rules, regulations or restrictions imposed by any government or governmental agency, national or regional emergency, epidemic, pandemic, health related outbreak or other medical events not caused by one

of the Parties, or other delays or failure of performance beyond the commercially reasonable control of BrightView. For purposes of this Agreement, the parties agree specifically that water conservation regulations or guidelines are specifically included within the above referenced regulations or restrictions, and that BrightView shall not be liable for any failure to perform as a direct or indirect result of BrightView's compliance with or good faith efforts to comply with state or local water regulations or mandates.

(k) Unless otherwise expressly provided in a provision that cross-references this Section 8(k), in the event of any conflict or inconsistency between this Agreement, any SOW and/or any exhibit to this Agreement or any SOW, the order of precedence will be: this Agreement, an exhibit to this Agreement, an SOW and an exhibit to that SOW.

Notices. Except as otherwise specified in this Agreement, all notices and other communications under this Agreement must be in writing and sent by overnight courier service such as FedEx or sent by U.S. registered or certified mail, postage prepaid, return receipt requested, and shall be deemed received the next business day following timely deposit with an overnight courier, or three (3) days after timely deposit in the U.S. mail, with the communication addressed as follows:

If to BrightView:

Attn: _____
Address: _____

With a copy to:

Attn: Office of the General Counsel
980 Jolly Road, Suite 300
Blue Bell, PA 19422

If to Client:

Attn: _____
Address: _____

BrightView and Client agree to all of the terms and conditions set forth in this Agreement, including any schedules and exhibits attached hereto, as of the date first set forth above.

By signing this Agreement in the space provided below, the undersigned Client signatory hereby represents and confirms that it has full power and authority to enter into this Agreement on its own behalf and on behalf of the record owner of each Landscape Site, and that this Agreement is a legally binding obligation of the undersigned and the record owner of each Landscape Site.

BRIGHTVIEW (as defined in the preamble)

CLIENT

By: _____

By: _____

Name: _____

Name: _____

Title: _____

Title: _____

Date: _____

Date: _____

BrightView Landscapes, LLC and each of its subsidiaries ("BrightView") is committed to taking care of each other, our clients and communities. The BrightView Code of Conduct, which is located at https://www.brightview.com/sites/default/files/bv_code_of_conduct.pdf keeps us true to our values.

If you become aware of a violation of the BrightView Code, we encourage you to report it by:

- Filing a report at www.brightviewconcerns.com; or Calling our 24-hour, 7-day per week compliance hotline at (800) 461-9330. Thank you for your confidence in partnering with BrightView.

This Statement of Work ("SOW") is incorporated into the Agreement by this reference. In the event multiple SOWs or Work Orders are attached to the Agreement as provided herein, each such SOW or Work Order shall be mutually exclusive of each other.

Landscape Site Name:*	Alta Lakes CDD	Landscape Site Location:	3108 Alta Lakes Blvd. Jacksonville, FL 32226
Client Business Name:	Rizzetta and Company	Client Contact Name:	Carol Brown
Client Contact Telephone:	904.436.6270	Client Contact Email:	cbrown@rizzetta.com
Billing Business Name:	Alta Lakes CDD	Billing Contact Name:	Carol Brown
Billing Contact Telephone:	904.436.6270	Billing Contact Address:	2806 North 5 th Street Unit 403 St. Augustine, FL 32084
Billing Email:	cbrown@rizzetta.com		
BrightView Contact Name:	Rodney Hicks	BrightView Contact Telephone:	904.545.1876

BrightView shall email all invoices to the Billing Email above. Client is responsible to notify BrightView immediately regarding any change to the Billing Email. Client shall pay all invoices within the payment terms in Section 6(a) of the Agreement.

Scope of Landscape Services

Description of Services (attach diagrams if necessary):

Base Maintenance: \$84,396.00

- 52 Visits
- Mowing, edging, string trim, and blowing debris
- Weed Control
- Pruning of Shrubs and Groundcover

Agronomics: \$ 9,552.00

- 4x per year Turf Fertilizations
- Weed and Insect Control as needed
- 2x per year Shrub Fertilizations
- Insect Control as needed

Irrigation: \$1,524.00

- Monthly irrigation inspections and adjustments
- Monthly cleaning of heads and reports

Tab 7

Proposal for Extra Work at Alta Lakes CDD

Property Name	Alta Lakes CDD	Contact	Carol Brown
Property Address	3108 Alta Lakes Blvd. Jacksonville, FL 32226	To	Alta Lakes CDD
		Billing Address	c/o Rizzetta & Company 3434 Colwell Ave Ste 200 Tampa, FL 33614
Project Name	Plant/sod fill (Revised)		
Project Description	Fill in beds with either plants or sod		

Scope of Work

QTY	UoM/Size	Material/Description	Total
Phase 1 (Beds 1-8)			\$4,486.27
1.00	LUMP SUM	Prep area by removing declining plant material and sod. Shovel grade area. Haul away debris.	
144.00	EACH	Emerald Goddess liriopce 1 gal. installed	
5.00	EACH	Parsoni juniper 3 gal. installed	
1,600.00	SQUARE FEET	Bahai sod installed in beds 4-8	
1.00	LUMP SUM	Make irrigation adjustments and modifications to ensure proper coverage.	
Phase 2 (Beds 9-17)			\$4,601.15
1.00	LUMP SUM	Prep area by removing declining plant material and sod. Shovel grade area. Haul away debris.	
2,800.00	SQUARE FEET	Bahai sod installed in beds 9-17	
1.00	LUMP SUM	Make irrigation adjustments and modifications to ensure proper coverage.	
Phase 3 (Yellow Perch and beds 18-24)			\$5,051.53
1.00	LUMP SUM	Prep area by removing declining plant material and sod. Shovel grade area. Haul away debris.	
84.00	EACH	Emerald Goddess liriopce 1 gal. installed	
3.00	EACH	Parsoni juniper 3 gal. installed	
2,400.00	SQUARE FEET	Bahai sod installed in beds 18-24	
1.00	LUMP SUM	Make irrigation adjustments and modifications to ensure proper coverage.	
Phase 4 (Beds at Lake Chub/Red Koi and beds 25-27)			\$6,054.55
1.00	LUMP SUM	Prep area by removing declining plant material and sod. Shovel grade area. Haul away debris.	
366.00	EACH	Emerald Goddess liriopce 1 gal. installed	
34.00	EACH	Parsoni juniper 3 gal. installed	
800.00	SQUARE FEET	Bahai sod installed in beds 25-27	

THIS IS NOT AN INVOICE

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

Proposal for Extra Work at Alta Lakes CDD

1.00	LUMP SUM	Make irrigation adjustments and modifications to ensure proper coverage.
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For internal use only

SO# 8222914
JOB# 346100484
Service Line 130

Total Price \$20,193.50

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Customer

Signature	Title
	District Manager
Carol Brown	September 13, 2023
Printed Name	Date

BrightView Landscape Services, Inc. "Contractor"

Signature	Title
	Account Manager
Christopher R. Ernst	September 13, 2023
Printed Name	Date

Job #:	346100484		
SO #:	8222914	Proposed Price:	\$20,193.50



Phase 1

Phase 2

Phase 3

Phase 4

#1

#2

#4

#6

#8

#9

#11

#13

#15

#17

#19

#21

#23

#26

#27

#25

#5

#7

#10

#12

#14

#16

#18

#20

#22

#24

Yellow Perch

Red Koi/Lake Chub

Alta Circle South

Alta Dr

Alta Lakes Blvd

Alta Lakes Blvd

Alta Lakes Blvd

Alta Lakes Blvd

Alta Lakes Blvd

Alta Lakes Blvd

Lake Trout Dr

Spotted Bass Laa

Spotted Bass Laa

Spotted Bass Laa

Brown Trout Ct

Spotted Bass Laa

Red Koi Dr

Google

Proposal for Extra Work at Alta Lakes CDD

Property Name	Alta Lakes CDD	Contact	Carol Brown
Property Address	3108 Alta Lakes Blvd. Jacksonville, FL 32226	To	Alta Lakes CDD
		Billing Address	c/o Rizzetta & Company 3434 Colwell Ave Ste 200 Tampa, FL 33614
Project Name	Alta Lakes: Mulch 2023 (Revised)		
Project Description	Mulch		

Scope of Work

QTY	UoM/Size	Material/Description
75.00	CUBIC YARD	Pine bark mulch installed (I have sent a map of what we will be mulching)

For internal use only

SO# 8228603
JOB# 346100484
Service Line 160

Total Price \$4,350.00

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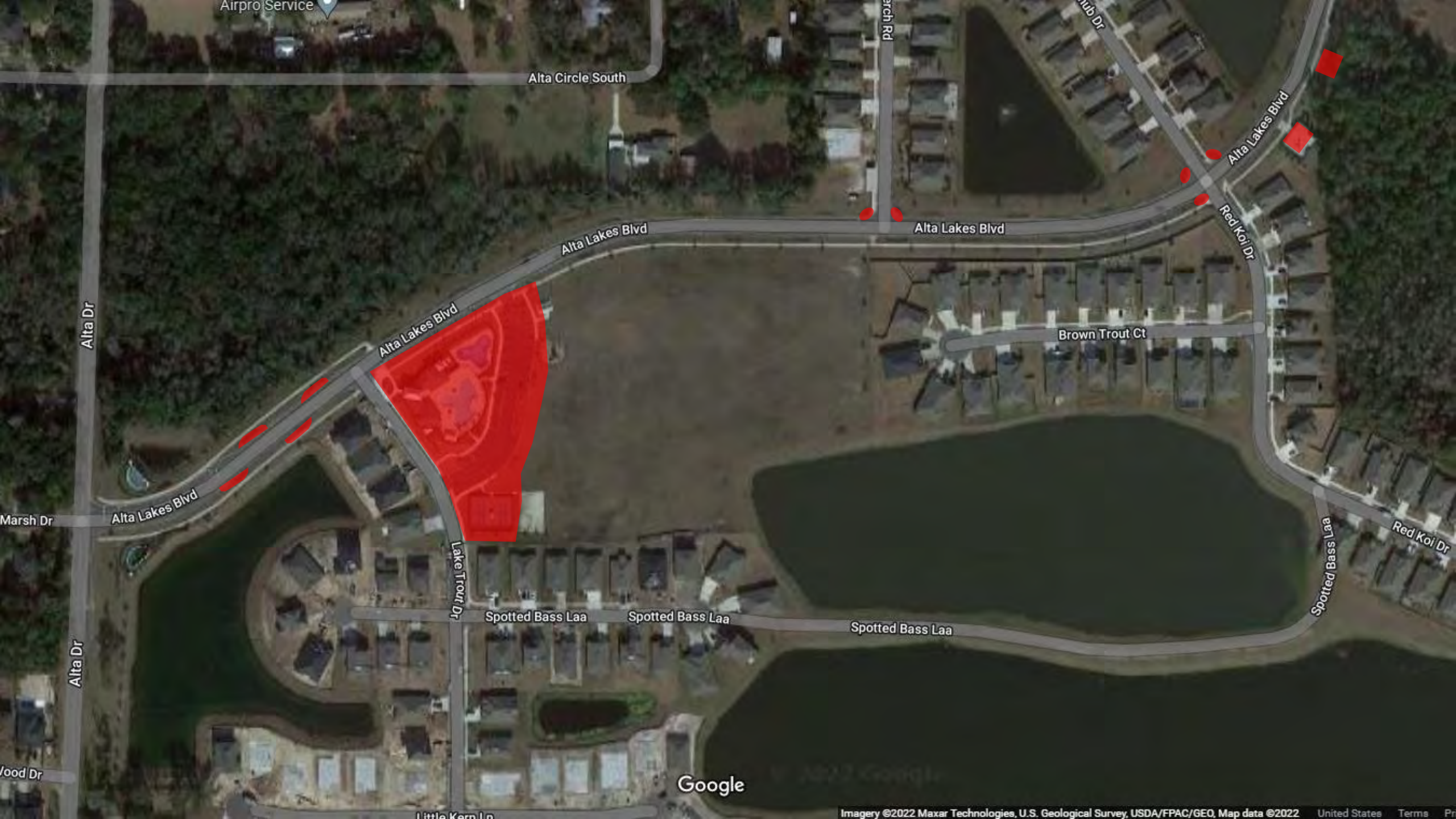
Customer

Signature _____ Carol Brown Printed Name	Title Property Manager Date September 13, 2023
--	---

BrightView Landscape Services, Inc. "Contractor"

Signature _____ Christopher R. Ernst Printed Name	Title Account Manager Date September 13, 2023
---	--

Job #:	346100484		
SO #:	8228603	Proposed Price:	\$4,350.00



Airpro Service

Alta Circle South

Church Rd

Club Dr

Alta Lakes Blvd

Alta Lakes Blvd

Alta Lakes Blvd

Red Koi Dr

Alta Dr

Alta Lakes Blvd

Brown Trout Ct

Marsh Dr

Alta Lakes Blvd

Lake Trout Dr

Spotted Bass Laa

Spotted Bass Laa

Spotted Bass Laa

Spotted Bass Laa

Red Koi Dr

Alta Dr

Food Dr

Google

Little Kern Ln

Imagery ©2022 Maxar Technologies, U.S. Geological Survey, USDA/FPAC/GEO, Map data ©2022

United States

Terms

Southeastern
Paper Group



New Berlin Rd

New Berlin Rd

New Berlin Rd

Alta Lakes Blvd

Alta Lakes Blvd

Alta Lakes Blvd



Total Distribution,
Inc. (formerly The...)



From: Christopher Ernst <Christopher.Ernst@brightview.com>

Sent: Friday, August 4, 2023 11:12 AM

To: Carol Brown <clbrown@rizzetta.com>

Cc: Rodney Hicks <Rodney.Hicks@brightview.com>

Subject: Re: [EXTERNAL]RE: Alta Lakes CDD - Pond 18 Vegetation Removal Proposal Request behind 11524 Lake Trout Dr.

Hello Carol,

The tree looks the same as it did when we last looked at it. I have attached a photo. Yes there are some dealings that could be removed. But visually looking at the tree it does not look dead. The proposal to drop the tree in the preserve area is still good.

Thank you,
Chris





October 12, 2022

To Whom It May Concern:

I was asked to inspect a tree in the backyard/preserve at 11458 Sheepshead Lane. I performed a limited visual inspection of the tree. It is a sycamore tree (*Ficus sycomotus*) which is alive. It is my understanding that the SJRWM must be contacted for any permission to remove a live tree in the protected preserve. Attached is a photo of the tree.



Thank You,

Daniel LeBlanc,

A handwritten signature in black ink that reads "Daniel LeBlanc".

Certified Arborist #FL-6402A

ISA Tree Risk Assessment Qualification (TRAQ)

Taylor Tree Services, Inc.

4600 Ave B

St. Augustine, FL 32095

(904)-692-2008

info@taylor-tree.com

Proposal for Extra Work at Alta Lakes CDD

Property Name	Alta Lakes CDD	Contact	Carol Brown
Property Address	3108 Alta Lakes Blvd. Jacksonville, FL 32226	To	Alta Lakes CDD
		Billing Address	c/o Rizzetta & Company 3434 Colwell Ave Ste 200 Tampa, FL 33614
Project Name	11458 Sheepshead Lane		
Project Description	Trim dead wood off of Sycamore tree		

Scope of Work

QTY	UoM/Size	Material/Description
1.00	LUMP SUM	Trim dead wood out of sycamore tree behind 11458 Sheepshead Lane

For internal use only

SO# 7944801
JOB# 346100484
Service Line 300

Total Price \$1,680.00

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	District Manager
Signature _____	Title _____
Carol Brown	September 13, 2023
Printed Name _____	Date _____

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Job #:	346100484		
SO #:	7944801	Proposed Price:	\$1,680.00

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		Billing Address	c/o Rizzetta & Company 3434 Colwell Ave Ste 200 Tampa, FL 33614
Project Name	11458 Sheepshead Lane		
Project Description	Drop sycamore tree in preserve		

Scope of Work

QTY	UoM/Size	Material/Description
1.00	LUMP SUM	Drop and leave large sycamore tree in preserve area

For internal use only

SO# 7944801
JOB# 346100484
Service Line 300

Total Price \$1,680.00

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Acceptance of this Contract

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

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

Customer

District Manager	
Signature	Title
Carol Brown	October 06, 2022
Printed Name	Date

BrightView Landscape Services, Inc. "Contractor"

Associate Account Manager	
Signature	Title
Christopher R. Ernst	October 06, 2022
Printed Name	Date

Job #:	346100484		
SO #:	7944801	Proposed Price:	\$1,680.00

Tab 8

Proposal for Extra Work at Alta Lakes CDD

Property Name	Alta Lakes CDD	Contact	Carol Brown
Property Address	3108 Alta Lakes Blvd. Jacksonville, FL 32226	To	Alta Lakes CDD
		Billing Address	c/o Rizzetta & Company 3434 Colwell Ave Ste 200 Tampa, FL 33614
Project Name	Volleyball court		
Project Description	Top dress volleyball court		

Scope of Work

QTY	UoM/Size	Material/Description
16.00	YARD	Sand installed to top dress Volleyball court
1.00	EACH	Delivery of sand

For internal use only

SO# 8168864
JOB# 346100484
Service Line 130

Total Price \$5,311.63

THIS IS NOT AN INVOICE

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

TERMS & CONDITIONS

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

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

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

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

Acceptance of this Contract

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

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

Customer

Signature	Title
Carol Brown	District Manager
Printed Name	Date
September 13, 2023	

BrightView Landscape Services, Inc. "Contractor"

Signature	Title
Christopher R. Ernst	Account Manager
Printed Name	Date
September 13, 2023	

Job #:	346100484		
SO #:	8168864	Proposed Price:	\$5,311.63

Tab 9

MAP SHOWING BOUNDARY SURVEY OF

LOT 86 BLOCK - AS SHOWN ON MAP OF
ALTA LAKES PHASE FOUR

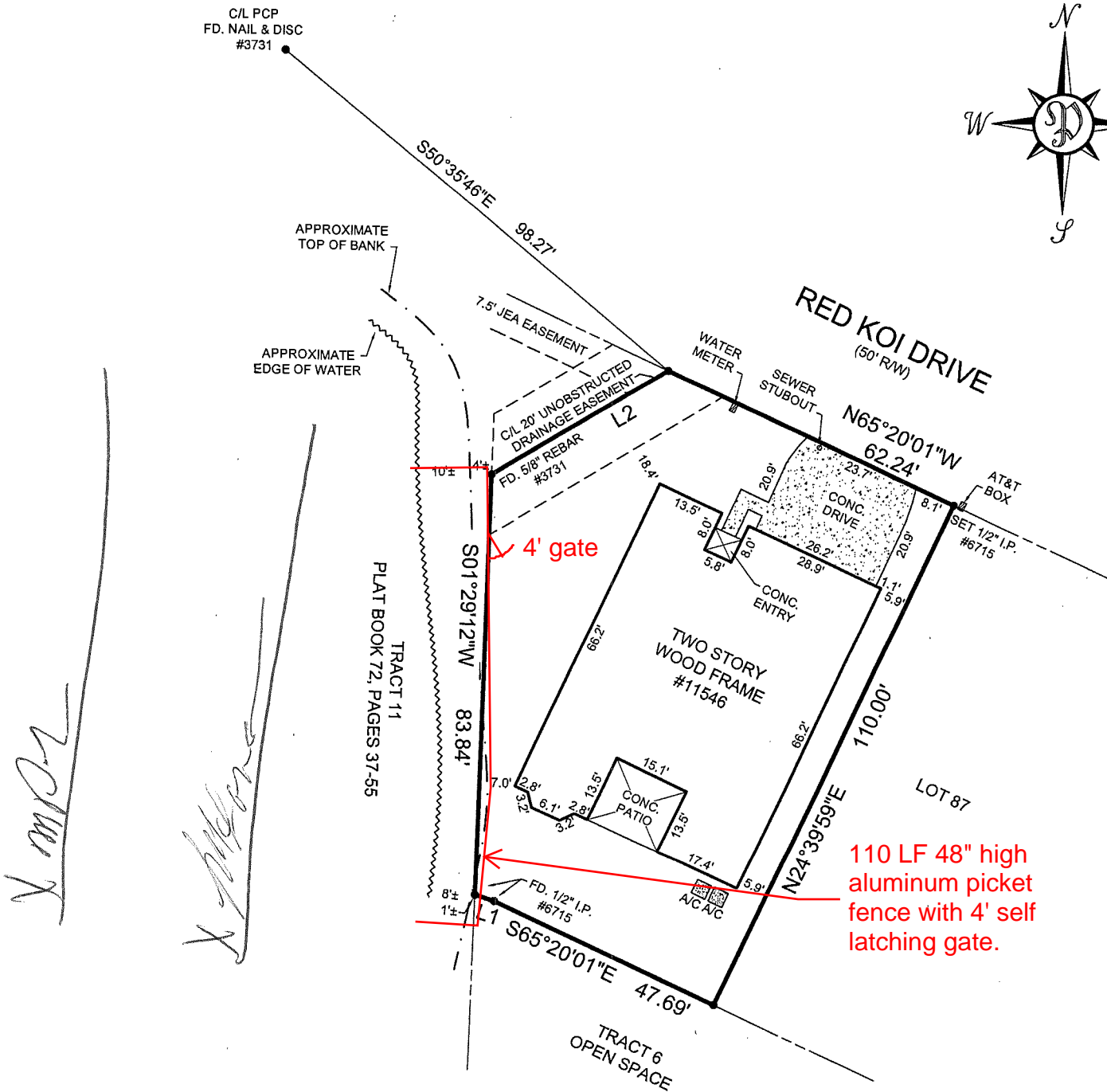
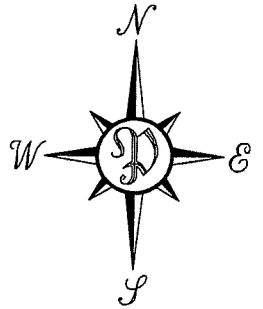
AS RECORDED IN PLAT BOOK 73 PAGES 91-98 OF THE CURRENT PUBLIC RECORDS OF DUVAL COUNTY, FLORIDA.

CERTIFIED TO: MICHAEL PAUL LANGLOIS, LILIA M LANGLOIS, DHI MORTGAGE COMPANY, LTD.

DHI TITLE COMPANY, ALLIANT NATIONAL TITLE INSURANCE COMPANY

LOT ELEVATIONS SHOWN THUS (20.0)
 N.G.=NATURAL GRADE
 P=PROPOSED
 A=ACTUAL

LINE TABLE		
LINE #	LENGTH	DIRECTION
L1	4.00'	S72°44'25"E
L2	40.26'	S58°30'02"W



Handwritten signatures and notes:
 [Signature]
 [Signature]

110 LF 48" high aluminum picket fence with 4' self latching gate.

NOTE: ALL CORNERS FOUND 1/2" I.P. "CLARY" (EXCEPT WHERE OTHERWISE INDICATED)

FINAL SURVEY: 01-30-2020; W.O. #2019-1528-5
 SET GRADES: 01-10-2020; W.O. #2019-1528-4
 FOUNDATION SURVEY: 10-18-2019; W.O. #2019-1528-3

PERRET AND ASSOCIATES, INC.

1484 MONTICELLO ROAD, JACKSONVILLE, FLORIDA 32207 ~ (904) 805-0030

GENERAL NOTES:

- BEARINGS SHOWN HEREON ARE BASED ON THE S'LY R/W LINE OF RED KOI DRIVE AS N65°20'01"W, PER PLAT.
- THIS PROPERTY HAS NOT BEEN ABSTRACTED FOR EASEMENTS, COVENANTS, RESTRICTIONS.
- UNDERGROUND UTILITIES SERVING THIS PROPERTY HAVE NOT BEEN LOCATED OR SHOWN.
- THIS PROPERTY APPEARS TO LIE WITHIN FLOOD ZONE "X" AS SCALED FROM F.E.M.A. FLOOD INSURANCE RATE MAP, PANEL 120077-0204J, DATED 11-02-2018.

- LEGEND**
- P.C. POINT OF CURVATURE
 - P.T. POINT OF TANGENCY
 - P.R.C. POINT OF REVERSE CURVE
 - P.C.C. POINT OF COMPOUND CURVE
 - P.O.C. POINT ON CURVE
 - P.R.M. PERMANENT REFERENCE MONUMENT
 - P.C.P. PERMANENT CONTROL POINT
 - B.R.L. BUILDING RESTRICTION LINE
 - CLF CHAIN LINK FENCE
 - R/W RIGHT-OF-WAY
 - O.R.B. OFFICIAL RECORDS BOOK ON LINE
 - O/L BREAK LINE

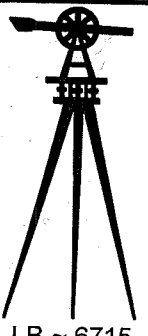
- R RADIUS
- Δ or D DELTA (CENTRAL ANGLE)
- A or L ARC LENGTH
- C or CH CHORD
- CB CHORD BEARING
- (R) LINE RADIAL TO CURVE
- A/C AIR CONDITIONER
- CONC. CONCRETE
- FD. FOUND
- I.P. IRON PIPE
- (M) MEASURED
- (P) PLAT
- FENCE FENCE

SCALE 1"=20'

10-14-2019

DATE OF FIELD SURVEY

NATHAN P. PERRET, FLA. CERT. NO. 6900



LB ~ 6715

F.B. - PG. -

NOT VALID WITHOUT THE SIGNATURE & ORIGINAL RAISED SEAL OF A FLORIDA LICENSED SURVEYOR & MAPPER ORDER NO. 2019-1528-2



7380 Philips Hwy, Suite 103B.....Office (904) 268-1638
 Jacksonville, FL 32256.....Fax (904) 230-2780

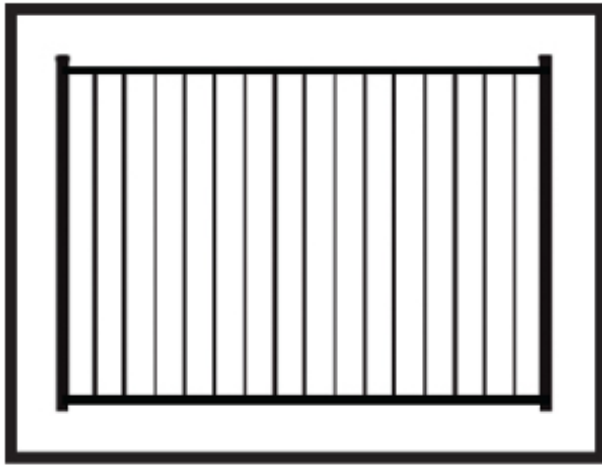
3 Year Labor Warranty ~ Lifetime Manufacture's Warranty on Materials

PROPOSAL/CONTRACT

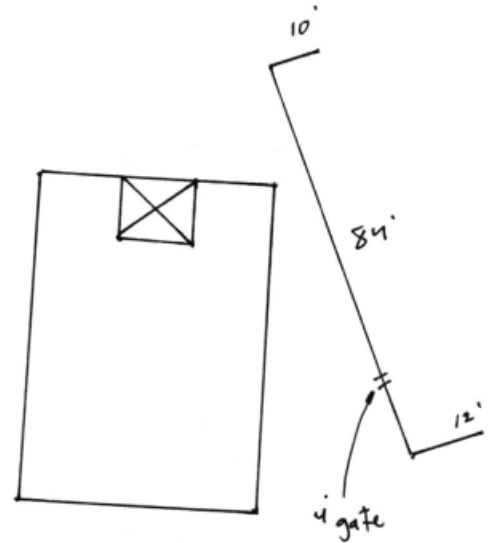
FENCE HEIGHT:	3'	4'	4.5'	5'	6'	8'	T
TERRAIN:	Even	Slight	Steep	<input type="checkbox"/>	N/A		
CLEARING:	Best Fence	Customer	<input type="checkbox"/>	N/A			
OLD FENCE:	Best Fence	Customer	<input type="checkbox"/>	N/A			
GRADE:	Top Level	Follow Grade	<input type="checkbox"/>	N/A			
HOA/ARB:	Best Fence	Customer	<input type="checkbox"/>	N/A			

Customer: _____
 Address: _____

 Community: _____
 Phone: _____
 Email: _____



ASCOT 2-CHANNEL



Furnish & install 106' of 48" 2-rail ascot style aluminum fence with (1) 4' wide gate. Gate includes keyed latch and self closing hinges. All posts to be set in concrete.

<p>Customer must assume responsibility for placement of fence unless all appropriate survey pins (metal pipes) or concrete monuments are uncovered prior to installation. Best Fence Co., Inc will assist owner in locating pins if provided copy of survey. All materials will remain property of Best Fence Co., Inc. until paid in full.</p> <p>By signing, customer agrees to proposal including materials, prices, terms & limitations as outlined above. Any alteration or deviation from above specifications involving extra costs will be executed only upon written order, and will become an extra charge over and above the estimate. All agreements contingent upon strikes, accidents, or delays beyond our control. Best Fence Co, Inc. is not responsible for damage to underground obstructions such as utilities, sprinkler lines, pipes, etc. Returned checks are subject to a \$25.00 service fee. Cancelled orders will be subject to a 50% restocking fee.</p> <p>Job #</p>	Total Feet 106'	Total Price \$2,828.00	
	Sub Total	Deposit	
		Balance due	
		Proposal is good for 30 days	
	Payment Terms	1/2 down balance due at completion	
	Best Fence: KB	Date: 08/16/2023	
Customer:	Date:		



DUVAL FENCE, INC.

DUVAL FENCE, INC.
Jacksonville, FL 32257
www.duvalfence.com

5151 Sunbeam Road, Suite 13
904-260-4747

PROPOSAL/CONTRACT

Page 1
08/23/2023

Customer Information:

DUNN & ASSOCIATES, INC.
(904)635.5689
8647 BAYPINE ROAD, SUITE 200
Jacksonville, FL 32256

Job Information:

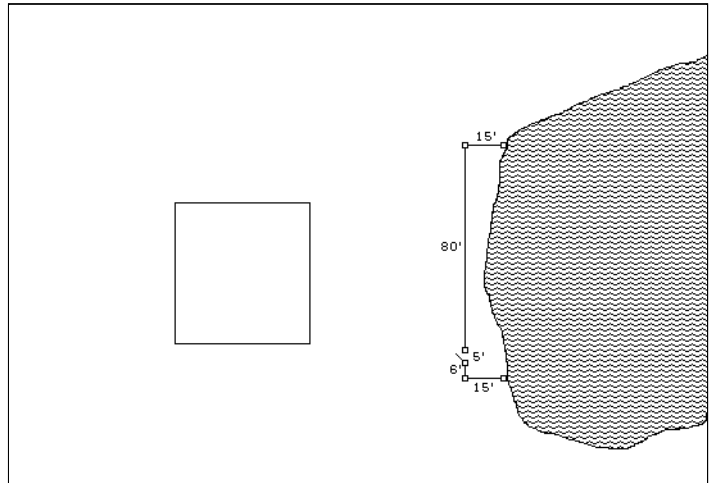
SALEMAN: COLT H
JOB SITE: 11546 RED KOI DR

Notes:

- FURNISH AND INSTALL:
116' OF 4' HIGH ORNAMENTAL ALUMINUM FENCE
COLOR: BLACK
SPEC: 48" #400 -ALAMO-

1 - 5' WIDE SINGLE SWING GATE
GATE HAS TRU CLOSE HINGES AND A MAG LATCH

TOTAL INCLUDES INSTALLATION AND MATERIAL.
THIS IS ONLY A QUOTE FOR 5 DAYS ONLY. OUR VENDORS ARE PRICING THE PRODUCT AT THE DAY OF SHIPMENT. THEREFORE, THE FINAL PRICE WILL BE ADJUSTED TO COST AT THE TIME WE RECEIVE THE PRODUCT.
TERMS:50% DOWN, BALANCE DUE ON COMPLETION



DUVAL FENCE, INC. agrees to guarantee above fence to be free from defects in materials and workmanship for one year.

DUVAL FENCE, INC. shall advise the customer as to local zoning regulations but responsibility for complying with said regulations and obtaining any required permits shall rest with the customer. DUVAL FENCE, INC. will assist the customer, upon request, in determining where the fence is to be erected, but under no circumstance does DUVAL FENCE, INC. assume any responsibility concerning property lines or in any way guarantee their accuracy. If property pins cannot be located it is recommended that the customer have the property surveyed.

DUVAL FENCE, INC. will assume the responsibility for having underground public utilities located and marked. However, DUVAL FENCE, INC. assumes no responsibility for unmarked sprinkler lines, or any other unmarked buried lines or objects. The customer will assume all liability for any damage caused by directing DUVAL FENCE, INC. to dig in the immediate vicinity of known utilities.

The final billing will be based on the actual footage of fencing built and the work performed. Partial billing for materials delivered to the job site and work completed may be sent at weekly

intervals. Adjustments for material used on this job and adjustments for labor will be charged or credited at the currently established rates. Additional charges for any extra work not covered in this contract that was requested by the customer will also be added. The full amount of this contract along with any additional charges will become payable upon completion of all work whether or not it has been invoiced.

A finance charge of 1 1/2% per month (or a minimum of \$1.00), which is an annual percentage rate of 18%, shall be applied to accounts that are not paid within 10 days after completion of any work invoiced. All materials will remain the property of DUVAL FENCE, INC. until all invoices pertaining to this job are paid in full. The customer agrees to pay all interest and any costs incurred in the collection of this debt.

Approved & Accepted for Customer:

Customer Date

Accepted for DUVAL FENCE, INC.:

Salesperson Date

Contract Amount:	\$	<u>5654.12</u>
Down Payment:	\$	<u>2827.06</u>
Balance Due:	\$	<u>2827.06</u>

Tab 10

**FOURTH ADDENDUM TO THE CONTRACT FOR
PROFESSIONAL DISTRICT SERVICES**

This Fourth Addendum to the Contract for Professional District Services (this “**Addendum**”), is made and entered into as of the 1st day of October, 2023 (the “**Effective Date**”), by and between **Alta Lakes Community Development District**, a local unit of special purpose government established pursuant to Chapter 190, Florida Statutes, located in Duval County, Florida (the “**District**”), and **Rizzetta & Company, Inc.**, a Florida corporation (the “**Consultant**”).

RECITALS

WHEREAS, the District and the Consultant entered into the Contract for Professional District Services dated July 17, 2018 (the “**Contract**”), incorporated by reference herein; and

WHEREAS, the District and the Consultant desire to amend **Exhibit B** - Schedule of Fees of the Fees and Expenses, section of the Contract as further described in this Addendum; and

WHEREAS, the District and the Consultant each has the authority to execute this Addendum and to perform its obligations and duties hereunder, and each party has satisfied all conditions precedent to the execution of this Addendum so that this Addendum constitutes a legal and binding obligation of each party hereto.

NOW, THEREFORE, based upon good and valuable consideration and the mutual covenants of the parties, the receipt of which and sufficiency of which is hereby acknowledged, the District and the Consultant agree to the changes to amend **Exhibit B** - Schedule of Fees attached.

The amended **Exhibit B** - Schedule of Fees are hereby ratified and confirmed. All other terms and conditions of the Contract remain in full force and effect.

IN WITNESS WHEREOF the undersigned have executed this Addendum as of the Effective Date.

(Remainder of this page is left blank intentionally)

Therefore, the Consultant and the District each intend to enter this Addendum, understand the terms set forth herein, and hereby agree to those terms.

ACCEPTED BY:

RIZZETTA & COMPANY, INC.

BY: _____
PRINTED NAME: William J. Rizzetta
TITLE: President
DATE: _____

ALTA LAKES COMMUNITY DEVELOPMENT DISTRICT

BY: _____
PRINTED NAME: _____
TITLE: Chairman/Vice Chairman
DATE: _____

ATTEST:

Vice Chairman/Assistant Secretary
Board of Supervisors

Print Name

Exhibit B – Schedule of Fees

EXHIBIT B
Schedule of Fees

STANDARD ON-GOING SERVICES:

Standard On-Going Services will be billed in advance monthly pursuant to the following schedule:

	MONTHLY	ANNUALLY
Management:	\$1,921.67	\$23,060
Administrative:	\$430.25	\$5,163
Accounting:	\$1,720.83	\$20,650
Financial & Revenue Collections:	\$344.17	\$4,130
Assessment Roll ⁽¹⁾		\$5,736
Total Standard On-Going Services:	\$4,416.92	\$58,739

(1) Assessment Roll is paid in one lump-sum at the time the roll is completed.

ADDITIONAL SERVICES:	FREQUENCY	RATE
Extended and Continued Meetings	Hourly	\$ 175
Additional Meetings (includes meeting prep, attendance and drafting of minutes)	Hourly	\$ 175
Estoppel Requests (billed to requestor):		
One Lot (on tax roll)	Per Occurrence	\$ 100
Two+ Lots (on tax roll)	Per Occurrence	\$ 125
One Lot (direct billed by the District)	Per Occurrence	\$ 100
Two–Five Lots (direct billed by the District)	Per Occurrence	\$ 150
Six-Nine Lots (direct billed by the District)	Per Occurrence	\$ 200
Ten+ Lots (direct billed by the District)	Per Occurrence	\$ 250
Long Term Bond Debt Payoff Requests	Per Occurrence	\$ 100/Lot
Two+ Lots	Per Occurrence	Upon Request
Short Term Bond Debt Payoff Requests & Long Term Bond Debt Partial Payoff Requests		
One Lot	Per Occurrence	\$ 125
Two – Five Lots	Per Occurrence	\$ 200
Six – Ten Lots	Per Occurrence	\$ 300
Eleven – Fifteen Lots	Per Occurrence	\$ 400
Sixteen+ Lots	Per Occurrence	\$ 500
Special Assessment Allocation Report	Per Occurrence	Upon Request
True-Up Analysis/Report	Per Occurrence	Upon Request
Re-Financing Analysis	Per Occurrence	Upon Request
Bond Validation Testimony	Per Occurrence	Upon Request
Bond Issue Certifications/Closing Documents	Per Occurrence	Upon Request
Electronic communications/E-blasts	Per Occurrence	Upon Request
Special Information Requests	Hourly	Upon Request
Amendment to District Boundary	Hourly	Upon Request
Grant Applications	Hourly	Upon Request
Escrow Agent	Hourly	Upon Request
Continuing Disclosure/Representative/Agent	Annually	Upon Request
Community Mailings	Per Occurrence	Upon Request
Response to Extensive Public Records Requests	Hourly	Upon Request
Litigation Support Services	Hourly	Upon Request

PUBLIC RECORDS REQUESTS FEES:

Public Records Requests will be billed hourly to the District pursuant to the current hourly rates shown below:

JOB TITLE:	HOURLY RATE:
Senior Manager	\$ 52.00
District Manager	\$ 40.00
Accounting & Finance Staff	\$ 28.00
Administrative Support Staff	\$ 21.00

Tab 11



Egis Insurance & Risk Advisors

Is pleased to provide a

Proposal of Insurance Coverage for:

Alta Lakes 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
- Risk management services including on-site loss control, property schedule verification and contract reviews
- Complimentary Property Appraisals
- 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.

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.

Quotation being provided for:

**Alta Lakes Community Development District
c/o Rizzetta & Company 3434 Colwell Ave, Suite 200
Tampa, FL 33614**

Term: October 1, 2023 to October 1, 2024

Quote Number: 100123398

PROPERTY COVERAGE

SCHEDULE OF COVERAGES AND LIMITS OF COVERAGE

COVERED PROPERTY	
Total Insured Values –Building and Contents – Per Schedule on file totalling	\$2,379,688
Loss of Business Income	\$1,000,000
Additional Expense	\$1,000,000
Inland Marine	
Scheduled Inland Marine	\$79,000

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.
	5 %	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	\$2,500	Included
TRIA		Included

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

TOTAL PROPERTY PREMIUM

\$31,749

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

**Alta Lakes Community Development District
c/o Rizzetta & Company 3434 Colwell Ave, Suite 200
Tampa, FL 33614**

Term: October 1, 2023 to October 1, 2024

Quote Number: 100123398

PREMIUM BREAKDOWN

Property (Including Scheduled Inland Marine)	\$31,749
Crime	Not Included
Automobile Liability	Not Included
Hired Non-Owned Auto	Included
Auto Physical Damage	Not Included
General Liability	\$3,373
Public Officials and Employment Practices Liability	\$2,760
Deadly Weapon Protection Coverage	Included
TOTAL PREMIUM DUE	\$37,882

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., 10/01/2023, 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.

Alta Lakes 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, 2023

By: _____
Administrator



PROPERTY VALUATION AUTHORIZATION

Alta Lakes 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 25% 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.

Table with 3 columns: Coverage Type, Amount, and Description. Includes Building and Content TIV (\$2,379,688), Inland Marine (\$79,000), and Auto Physical Damage (Not Included).

Signature: _____ Date: _____

Name: _____

Title: _____



Alta Lakes Community Development District

Policy No.: 100123398
 Agent: Egis Insurance Advisors LLC (Boca Raton, FL)

Unit #	Description		Year Built	Eff. Date	Building Value		Total Insured Value
	Address				Const Type	Term Date	
	Roof Shape	Roof Pitch			Roof Covering	Covering Replaced	Roof Yr Blt
1	Entry Monument		2019	10/01/2023	\$215,500		\$215,500
	Alta Drive and Alta Lakes Blvd Jacksonville FL 32226		Masonry non combustible	10/01/2024			
2	Entry Monument		2019	10/01/2023	\$215,500		\$215,500
	Alta Drive and Alta Lakes Blvd Jacksonville FL 32226		Masonry non combustible	10/01/2024			
3	Irrigation System		2019	10/01/2023	\$50,000		\$50,000
	Alta Drive and Alta Lakes Blvd Jacksonville FL 32226		Pump / lift station	10/01/2024			
4	Clubhouse		2019	10/01/2023	\$1,066,300		\$1,174,200
	3108 Alta Lake Blvd. Jacksonville FL 32226 Complex		Frame	10/01/2024	\$107,900		
					Asphalt shingles		
5	Zero-entry pool, splash pad, pumps & equipment		2019	10/01/2023	\$415,000		\$415,000
	3108 Alta Lake Blvd. Jacksonville FL 32226		Below ground liquid storage tank / pool	10/01/2024			
6	Playground Equipment		2019	10/01/2023	\$40,000		\$40,000
	3108 Alta Lake Blvd. Jacksonville FL 32226		Non combustible	10/01/2024			
7	Access and Security System including Cameras		2019	10/01/2023	\$20,850		\$20,850
	3108 Alta Lake Blvd. Jacksonville FL 32226		Electrical equipment	10/01/2024			

Sign: _____

Print Name: _____

Date: _____



Alta Lakes Community Development District

Policy No.: 100123398
 Agent: Egis Insurance Advisors LLC (Boca Raton, FL)

Unit #	Description		Year Built	Eff. Date	Building Value		Total Insured Value
	Address				Const Type	Term Date	
	Roof Shape	Roof Pitch	Roof Covering	Covering Replaced			Roof Yr Blt
8	Outdoor Pool Furniture		2019	10/01/2023	\$14,300		\$14,300
	3108 Alta Lake Blvd. Jacksonville FL 32226		Property in the Open	10/01/2024			
9	Goal Posts in Multi-Purpose Field and Athletic Court Fencing, shade pavilion		2019	10/01/2023	\$15,000		\$15,000
	3108 Alta Lake Blvd. Jacksonville FL 32226		Non combustible	10/01/2024			
10	2 Pool Shade Structures		2019	10/01/2023	\$23,500		\$23,500
	3108 Alta Lake Blvd. Jacksonville FL 32226		Non combustible	10/01/2024			
11	Amenity Fencing		2019	10/01/2023	\$52,000		\$52,000
	3108 Alta Lake Blvd. Jacksonville FL 32226		Non combustible	10/01/2024			
12	Mail Kiosks		2019	10/01/2023	\$46,948		\$46,948
	Within District Jacksonville FL 32226		Property in the Open	10/01/2024			
13	Monument		2020	10/01/2023	\$56,000		\$56,000
	Alta Lakes Blvd. and New Berlin Rd. Jacksonville FL 32226		Non combustible	10/01/2024			
14	Dog Park Fence		2021	10/01/2023	\$11,946		\$11,946
	3108 Alta Lake Blvd. Jacksonville FL 32226		Non combustible	10/01/2024			

Sign: _____

Print Name: _____

Date: _____



Alta Lakes Community Development District

Policy No.: 100123398
 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
15	Dog Park Equipment		2021	10/01/2023	\$7,271		\$7,271
	3108 Alta Lake Blvd. Jacksonville FL 32226		Non combustible	10/01/2024			
16	Fencing along Alta Lakes Blvd.		2021	10/01/2023	\$8,663		\$8,663
	Alta Lakes Blvd. Jacksonville FL 32226		Non combustible	10/01/2024			
17	280' of 4' High Vinyl Rail Fence - Along Amenity Center Parking Lot		2021	10/01/2023	\$6,358		\$6,358
	3104 Alta Lakes Blvd Jacksonville FL 32226		Non combustible	10/01/2024			
18	Trim Lighting		2022	10/01/2023	\$6,652		\$6,652
	Alta Lakes Blvd. at Main Entrance Jacksonville Florida 32226		Electrical equipment	10/01/2024			
Total:					Building Value	Contents Value	Insured Value
					\$2,271,788	\$107,900	\$2,379,688

Sign: _____

Print Name: _____

Date: _____



Alta Lakes Community Development District

Policy No.: 100123398
Agent: Egis Insurance Advisors LLC (Boca Raton, FL)

Item #	Department Description	Serial Number	Classification Code	Eff. Date Term Date	Value	Deductible
1	Pond Fountain 5 hp @ 3249 Alta Lakes Blvd		Mobile equipment	10/01/2023 10/01/2024	\$11,000	\$1,000
2	Pond Fountain 5 hp @ 3394 Alta Lakes Blvd		Mobile equipment	10/01/2023 10/01/2024	\$11,000	\$1,000
3	Pond Fountain 5 hp @ 3305 Alta Lakes Blvd		Mobile equipment	10/01/2023 10/01/2024	\$11,000	\$1,000
4	ADA Lift Chair for pool		Mobile equipment	10/01/2023 10/01/2024	\$6,000	\$1,000
5	Parking Lot & Amenity Lights		Other inland marine	10/01/2023 10/01/2024	\$40,000	\$1,000
				Total	\$79,000	

Sign: _____

Print Name: _____

Date: _____



INVOICE

Customer	Alta Lakes Community Development District
Acct #	904
Date	09/14/2023
Customer Service	Kristina Rudez
Page	1 of 1

Alta Lakes Community Development District
 c/o Rizzetta & Company
 3434 Colwell Ave, Suite 200
 Tampa, FL 33614

Payment Information	
Invoice Summary	\$ 37,882.00
Payment Amount	
Payment for:	Invoice#19593
	100123398

Thank You

Please detach and return with payment



Customer: Alta Lakes Community Development District

Invoice	Effective	Transaction	Description	Amount
19593	10/01/2023	Renew policy	Policy #100123398 10/01/2023-10/01/2024 Florida Insurance Alliance Package - Renew policy Due Date: 9/14/2023	37,882.00

Total
\$ 37,882.00

Thank You

FOR PAYMENTS SENT OVERNIGHT:
 Bank of America Lockbox Services, Lockbox 748555, 6000 Feldwood Rd. College Park, GA 30349

Remit Payment To: Egis Insurance Advisors P.O. Box 748555 Atlanta, GA 30374-8555	(321)233-9939 sclimer@egisadvisors.com	Date
		09/14/2023

Tab 12

REBATE REPORT

\$9,925,000

**Alta Lakes Community Development District
(City of Jacksonville, Florida)
Special Assessment Bonds, Series 2019**

**Dated: June 10, 2019
Delivered: June 10, 2019**

**Rebate Report to the Computation Date
June 10, 2024
Reflecting Activity To
July 31, 2023**



AMTEC

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AMTEC

American Municipal Tax-Exempt Compliance

90 Avon Meadow Lane
Avon, CT 06001
(T) 860-321-7521
(F) 860-321-7581

www.amteccorp.com

August 10, 2023

Alta Lakes Community Development District
c/o Ms. Shandra Torres
District Compliance Associate
Rizzetta & Company, Inc.
3434 Colwell Avenue, Suite 200
Tampa, FL 33614

Re: \$9,925,000 Alta Lakes Community Development District (City of Jacksonville, Florida),
Special Assessment Bonds, Series 2019

Dear Ms. Torres:

AMTEC has prepared certain computations relating to the above referenced bond issue (the "Bonds") at the request of the Alta Lakes Community Development District (the "District").

The scope of our engagement consisted of preparing the computations shown in the attached schedules to determine the Rebatable Arbitrage as described in Section 103 of the Internal Revenue Code of 1954, Section 148(f) of the Internal Revenue Code of 1986, as amended (the "Code"), and all applicable Regulations issued thereunder. The methodology used is consistent with current tax law and regulations and may be relied upon in determining the rebate liability. Certain computational methods used in the preparation of the schedules are described in the Summary of Computational Information and Definitions.

Our engagement was limited to the computation of Rebatable Arbitrage based upon the information furnished to us by the District. In accordance with the terms of our engagement, we did not audit the information provided to us, and we express no opinion as to the completeness, accuracy or suitability of such information for purposes of calculating the Rebatable Arbitrage.

We have scheduled our next Report as of June 10, 2024, the Computation Date. Thank you for this engagement and should you have any questions, please do not hesitate to contact us.

Very truly yours,

Michael J. Scarfo
Senior Vice President

Trong M. Tran
Assistant Vice President

SUMMARY OF REBATE COMPUTATIONS

Our computations, contained in the attached schedules, are summarized as follows:

For the June 10, 2024 Computation Date
Reflecting Activity from June 10, 2019 through July 31, 2023

Fund Description	Taxable Inv Yield	Net Income	Rebatable Arbitrage
Acquisition and Construction Fund	1.202486%	37,593.61	(124,613.88)
Reserve Fund	1.209242%	15,248.74	(46,790.53)
Capitalized Interest Account	1.265115%	3,104.08	(9,613.93)
Costs of Issuance Account	1.583583%	166.19	(374.24)
Totals	1.208490%	\$56,112.62	\$(181,392.58)
Bond Yield	4.501947%		
Rebate Computation Credits			(8,187.06)
Net Rebatable Arbitrage			\$(189,579.64)

Based upon our computations, no rebate liability exists.

SUMMARY OF COMPUTATIONAL INFORMATION AND DEFINITIONS

COMPUTATIONAL INFORMATION

1. For the purpose of calculating Rebatable Arbitrage, investment activity is reflected from June 10, 2019, the date of the closing, to July 31, 2023, the Computation Period. All nonpurpose payments and receipts are future valued to the Computation Date of June 10, 2024.
2. Computations of yield are based on a 360-day year and semiannual compounding on the last day of each compounding interval. Compounding intervals end on a day in the calendar year corresponding to Bond maturity dates or six months prior.
3. For investment cash flow, debt service and yield computation purposes, all payments and receipts are assumed to be paid or received respectively, as shown on the attached schedules.
4. Purchase prices on investments are assumed to be at fair market value, representing an arm's length transaction.
5. During the period between June 10, 2019 and July 31, 2023, the District made periodic payments into the Debt Service Fund that were used, along with the interest earned, to provide the required debt service payments.

Under Treasury Regulation 148(f)(4)(A), the rebate requirement does not apply to amounts in certain bona fide debt service funds. The Regulations define a bona fide debt service fund as one that is used primarily to achieve a proper matching of revenues with principal and interest payments within each bond year. The fund must be depleted at least once each bond year, except for a reasonable carryover amount not to exceed the greater of the earnings on the fund for the immediately preceding bond year or 1/12th of the principal and interest payments on the issue for the immediately preceding bond year.

We have reviewed the Debt Service Fund and have determined that the funds deposited have functioned as bona fide debt service funds and are not subject to the rebate requirement.

DEFINITIONS

6. Computation Date

June 10, 2024.

7. Computation Period

The period beginning on June 10, 2019, the date of the closing, and ending on July 31, 2023.

8. Bond Year

Each one-year period (or shorter period from the date of issue) that ends at the close of business on the day in the calendar year that is selected by the issuer. If no day is selected by the issuer before the earlier of the final maturity date of the issue or the date that is five years after the date of issue, each bond year ends at the close of business on the anniversary date of the issuance.

9. Bond Yield

The discount rate that, when used in computing the present value of all the unconditionally payable payments of principal and interest with respect to the Bonds, produces an amount equal to the present value of the issue price of the Bonds. Present value is computed as of the date of issue of the Bonds.

10. Taxable Investment Yield

The discount rate that, when used in computing the present value of all receipts of principal and interest to be received on an investment during the Computation Period, produces an amount equal to the fair market value of the investment at the time it became a nonpurpose investment.

11. Issue Price

The price determined on the basis of the initial offering price to the public at which price a substantial amount of the Bonds were sold.

12. Rebatable Arbitrage

The Code defines the required rebate as the excess of the amount earned on all nonpurpose investments over the amount that would have been earned if such nonpurpose investments were invested at the Bond Yield, plus any income attributable to the excess. Accordingly, the Regulations require that this amount be computed as the excess of the future value of all the nonpurpose receipts over the future value of all the nonpurpose payments. The future value is computed as of the Computation Date using the Bond Yield.

13. Funds and Accounts

The Funds and Accounts activity used in the compilation of this Report was received from the District, as follows:

Account / Fund	Account Number
Sinking Fund	217233002
Prepayment Subaccount	217233004
Reserve Account	217233003
Revenue Account	217233000
Acquisition and Construction Account	217233005
Costs of Issuance Account	217233006
Capitalized Interest Account	217233001

METHODOLOGY

Bond Yield

The methodology used to calculate the bond yield was to determine the discount rate that produces the present value of all payments of principal and interest through the maturity date of the Bonds.

Investment Yield and Rebate Amount

The methodology used to calculate the Rebateable Arbitrage, as of July 31, 2023, was to calculate the future value of the disbursements from all funds, subject to rebate, and the, value of the remaining bond proceeds, at the yield on the Bonds, to June 10, 2024. This figure was then compared to the future value of the deposit of bond proceeds into the various investment accounts at the same yield. The difference between the future values of the two cash flows, on June 10, 2024, is the Rebateable Arbitrage.

\$9,925,000
Alta Lakes Community Development District
(City of Jacksonville, Florida)
Special Assessment Bonds, Series 2019
Delivered: June 10, 2019

Sources of Funds	
-------------------------	--

Par Amount	\$9,925,000.00
Net Original Issue Premium	-25,144.90
Total	\$9,899,855.10

Uses of Funds	
----------------------	--

Acquisition and Construction Fund	\$9,074,783.29
Reserve Fund	302,141.88
Capitalized Interest Account	169,179.93
Costs of Issuance Account	204,875.00
Underwriter's Discount	148,875.00
Total	\$9,899,855.10

PROOF OF ARBITRAGE YIELD

\$9,925,000

Alta Lakes Community Development District
 (City of Jacksonville, Florida)
 Special Assessment Bonds, Series 2019

Date	Debt Service	Present Value to 06/10/2019 @ 4.5019468924%
11/01/2019	169,179.93	166,255.49
05/01/2020	390,974.38	375,757.81
11/01/2020	212,911.88	200,120.77
05/01/2021	392,911.88	361,176.90
11/01/2021	209,761.88	188,574.92
05/01/2022	394,761.88	347,076.43
11/01/2022	206,524.38	177,579.89
05/01/2023	396,524.38	333,445.53
11/01/2023	203,199.38	167,112.88
05/01/2024	403,199.38	324,294.78
11/01/2024	199,699.38	157,083.07
05/01/2025	404,699.38	311,327.68
11/01/2025	195,855.63	147,351.24
05/01/2026	410,855.63	302,300.97
11/01/2026	191,824.38	138,034.18
05/01/2027	411,824.38	289,819.40
11/01/2027	187,699.38	129,184.61
05/01/2028	417,699.38	281,154.04
11/01/2028	183,386.88	120,720.58
05/01/2029	423,386.88	272,573.09
11/01/2029	178,886.88	112,630.66
05/01/2030	428,886.88	264,090.91
11/01/2030	173,386.88	104,414.18
05/01/2031	433,386.88	255,241.65
11/01/2031	167,666.88	96,572.98
05/01/2032	442,666.88	249,354.90
11/01/2032	161,616.88	89,034.87
05/01/2033	446,616.88	240,625.20
11/01/2033	155,346.88	81,854.22
05/01/2034	455,346.88	234,646.15
11/01/2034	148,746.88	74,963.78
05/01/2035	458,746.88	226,104.55
11/01/2035	141,926.88	68,412.17
05/01/2036	466,926.88	220,115.26
11/01/2036	134,776.88	62,136.85
05/01/2037	474,776.88	214,070.06
11/01/2037	127,296.88	56,132.80
05/01/2038	482,296.88	207,991.66
11/01/2038	119,486.88	50,394.63
05/01/2039	489,486.88	201,900.60
11/01/2039	111,346.88	44,916.63
05/01/2040	501,346.88	197,788.02
11/01/2040	102,328.13	39,481.10
05/01/2041	507,328.13	191,432.51
11/01/2041	92,962.50	34,305.76
05/01/2042	517,962.50	186,934.81
11/01/2042	83,134.38	29,343.04
05/01/2043	528,134.38	182,306.18
11/01/2043	72,843.75	24,591.32
05/01/2044	537,843.75	177,573.51
11/01/2044	62,090.63	20,048.44
05/01/2045	552,090.63	174,340.19
11/01/2045	50,759.38	15,676.03
05/01/2046	560,759.38	169,367.00
11/01/2046	38,965.63	11,509.77
05/01/2047	573,965.63	165,807.14

PROOF OF ARBITRAGE YIELD

\$9,925,000

Alta Lakes Community Development District
 (City of Jacksonville, Florida)
 Special Assessment Bonds, Series 2019

Date	Debt Service	Present Value to 06/10/2019 @ 4.5019468924%
11/01/2047	26,593.75	7,513.28
05/01/2048	586,593.75	162,076.43
11/01/2048	13,643.75	3,686.79
05/01/2049	603,643.75	159,524.81
	18,219,495.81	9,899,855.10

Proceeds Summary

Delivery date	06/10/2019
Par Value	9,925,000.00
Premium (Discount)	-25,144.90
Target for yield calculation	9,899,855.10

BOND DEBT SERVICE

\$9,925,000

Alta Lakes Community Development District
 (City of Jacksonville, Florida)
 Special Assessment Bonds, Series 2019

Period Ending	Principal	Coupon	Interest	Debt Service	Annual Debt Service
06/10/2019					
11/01/2019			169,179.93	169,179.93	
05/01/2020	175,000	3.500%	215,974.38	390,974.38	560,154.31
11/01/2020			212,911.88	212,911.88	
05/01/2021	180,000	3.500%	212,911.88	392,911.88	605,823.76
11/01/2021			209,761.88	209,761.88	
05/01/2022	185,000	3.500%	209,761.88	394,761.88	604,523.76
11/01/2022			206,524.38	206,524.38	
05/01/2023	190,000	3.500%	206,524.38	396,524.38	603,048.76
11/01/2023			203,199.38	203,199.38	
05/01/2024	200,000	3.500%	203,199.38	403,199.38	606,398.76
11/01/2024			199,699.38	199,699.38	
05/01/2025	205,000	3.750%	199,699.38	404,699.38	604,398.76
11/01/2025			195,855.63	195,855.63	
05/01/2026	215,000	3.750%	195,855.63	410,855.63	606,711.26
11/01/2026			191,824.38	191,824.38	
05/01/2027	220,000	3.750%	191,824.38	411,824.38	603,648.76
11/01/2027			187,699.38	187,699.38	
05/01/2028	230,000	3.750%	187,699.38	417,699.38	605,398.76
11/01/2028			183,386.88	183,386.88	
05/01/2029	240,000	3.750%	183,386.88	423,386.88	606,773.76
11/01/2029			178,886.88	178,886.88	
05/01/2030	250,000	4.400%	178,886.88	428,886.88	607,773.76
11/01/2030			173,386.88	173,386.88	
05/01/2031	260,000	4.400%	173,386.88	433,386.88	606,773.76
11/01/2031			167,666.88	167,666.88	
05/01/2032	275,000	4.400%	167,666.88	442,666.88	610,333.76
11/01/2032			161,616.88	161,616.88	
05/01/2033	285,000	4.400%	161,616.88	446,616.88	608,233.76
11/01/2033			155,346.88	155,346.88	
05/01/2034	300,000	4.400%	155,346.88	455,346.88	610,693.76
11/01/2034			148,746.88	148,746.88	
05/01/2035	310,000	4.400%	148,746.88	458,746.88	607,493.76
11/01/2035			141,926.88	141,926.88	
05/01/2036	325,000	4.400%	141,926.88	466,926.88	608,853.76
11/01/2036			134,776.88	134,776.88	
05/01/2037	340,000	4.400%	134,776.88	474,776.88	609,553.76
11/01/2037			127,296.88	127,296.88	
05/01/2038	355,000	4.400%	127,296.88	482,296.88	609,593.76
11/01/2038			119,486.88	119,486.88	
05/01/2039	370,000	4.400%	119,486.88	489,486.88	608,973.76
11/01/2039			111,346.88	111,346.88	
05/01/2040	390,000	4.625%	111,346.88	501,346.88	612,693.76
11/01/2040			102,328.13	102,328.13	
05/01/2041	405,000	4.625%	102,328.13	507,328.13	609,656.26
11/01/2041			92,962.50	92,962.50	
05/01/2042	425,000	4.625%	92,962.50	517,962.50	610,925.00
11/01/2042			83,134.38	83,134.38	
05/01/2043	445,000	4.625%	83,134.38	528,134.38	611,268.76
11/01/2043			72,843.75	72,843.75	
05/01/2044	465,000	4.625%	72,843.75	537,843.75	610,687.50
11/01/2044			62,090.63	62,090.63	
05/01/2045	490,000	4.625%	62,090.63	552,090.63	614,181.26
11/01/2045			50,759.38	50,759.38	
05/01/2046	510,000	4.625%	50,759.38	560,759.38	611,518.76
11/01/2046			38,965.63	38,965.63	
05/01/2047	535,000	4.625%	38,965.63	573,965.63	612,931.26

BOND DEBT SERVICE

\$9,925,000

Alta Lakes Community Development District

(City of Jacksonville, Florida)

Special Assessment Bonds, Series 2019

Period Ending	Principal	Coupon	Interest	Debt Service	Annual Debt Service
11/01/2047			26,593.75	26,593.75	
05/01/2048	560,000	4.625%	26,593.75	586,593.75	613,187.50
11/01/2048			13,643.75	13,643.75	
05/01/2049	590,000	4.625%	13,643.75	603,643.75	617,287.50
	9,925,000		8,294,495.81	18,219,495.81	18,219,495.81

\$9,925,000
Alta Lakes Community Development District
(City of Jacksonville, Florida)
Special Assessment Bonds, Series 2019
Acquisition and Construction Fund

ARBITRAGE REBATE CALCULATION
DETAIL REPORT

DATE	DESCRIPTION	RECEIPTS (PAYMENTS)	FUTURE VALUE @ BOND YIELD OF (4.501947%)
06/10/19	Beg Bal	-9,074,783.29	-11,337,329.67
06/27/19		88,330.00	110,120.89
06/27/19		2,605,248.27	3,247,959.40
06/27/19		593,518.88	739,939.16
06/27/19		1,412,784.87	1,761,316.93
06/27/19		431,317.00	537,722.30
06/27/19		298,080.00	371,615.92
07/30/19		18,340.42	22,771.85
07/30/19		125,095.06	155,320.67
07/30/19		215,974.38	268,158.36
07/30/19		175,000.00	217,283.71
09/26/19		235,871.97	290,842.45
09/26/19		191,414.45	236,024.01
09/26/19		142,163.11	175,294.53
09/26/19		9,681.21	11,937.44
09/26/19		5,123.25	6,317.23
09/26/19		1,371.00	1,690.51
11/15/19		11,657.23	14,287.13
11/15/19		30,073.33	36,857.96
11/15/19		1,077.66	1,320.78
11/15/19		171,772.65	210,525.05
04/09/20		1,432.91	1,725.18
04/09/20		3,463.78	4,170.29
05/15/20		102,014.68	122,277.06
05/15/20		311,415.23	373,269.20
05/15/20		283,656.24	339,996.66
05/15/20		1,167.40	1,399.27
07/31/20		1,276,026.32	1,515,353.09
07/31/20		287,022.11	340,854.91
10/26/20		3,814.50	4,482.01
11/24/20		78,468.27	91,880.97
05/31/21	de minimis	0.72	0.82

06/10/24	TOTALS:	37,593.61	-124,613.88

ISSUE DATE:	06/10/19	REBATABLE ARBITRAGE:	-124,613.88
COMP DATE:	06/10/24	NET INCOME:	37,593.61
BOND YIELD:	4.501947%	TAX INV YIELD:	1.202486%

\$9,925,000
 Alta Lakes Community Development District
 (City of Jacksonville, Florida)
 Special Assessment Bonds, Series 2019
 Reserve Fund

ARBITRAGE REBATE CALCULATION
 DETAIL REPORT

DATE	DESCRIPTION	RECEIPTS (PAYMENTS)	FUTURE VALUE @ BOND YIELD OF (4.501947%)
06/10/19	Beg Bal	-302,141.88	-377,472.61
12/04/19		1,280.49	1,565.69
05/01/20		2,037.79	2,446.77
11/04/20		1,478.75	1,735.80
11/04/20		133.06	156.19
05/03/21		118.13	135.63
05/03/21		8.97	10.30
11/01/21		9.10	10.22
05/02/22		8.97	9.85
11/01/22		1,009.93	1,084.90
05/04/23		4,958.91	5,207.80
07/31/23	MMkt Bal	305,131.61	317,056.53
07/31/23	MMkt Acc	1,214.91	1,262.39

06/10/24	TOTALS:	15,248.74	-46,790.53

ISSUE DATE:	06/10/19	REBATABLE ARBITRAGE:	-46,790.53
COMP DATE:	06/10/24	NET INCOME:	15,248.74
BOND YIELD:	4.501947%	TAX INV YIELD:	1.209242%

\$9,925,000
Alta Lakes Community Development District
(City of Jacksonville, Florida)
Special Assessment Bonds, Series 2019
Capitalized Interest Account

ARBITRAGE REBATE CALCULATION
DETAIL REPORT

DATE	DESCRIPTION	RECEIPTS (PAYMENTS)	FUTURE VALUE @ BOND YIELD OF (4.501947%)
06/10/19	Beg Bal	-169,179.93	-211,360.27
07/30/19		-215,974.38	-268,158.36
11/01/19		169,179.93	207,706.71
12/12/19		-15,683.63	-19,157.83
01/06/20		-7.56	-9.21
05/01/20		215,974.38	259,320.27
08/03/20		382.19	453.70
11/01/20		-193,734.51	-227,496.00
11/02/20		212,147.50	249,086.95
02/01/21		-46.79	-54.34
02/01/21		46.88	54.44

06/10/24	TOTALS:	3,104.08	-9,613.93

ISSUE DATE:	06/10/19	REBATABLE ARBITRAGE:	-9,613.93
COMP DATE:	06/10/24	NET INCOME:	3,104.08
BOND YIELD:	4.501947%	TAX INV YIELD:	1.265115%

\$9,925,000
Alta Lakes Community Development District
(City of Jacksonville, Florida)
Special Assessment Bonds, Series 2019
Costs of Issuance Account

ARBITRAGE REBATE CALCULATION
DETAIL REPORT

DATE	DESCRIPTION	RECEIPTS (PAYMENTS)	FUTURE VALUE @ BOND YIELD OF (4.501947%)
06/10/19	Beg Bal	-204,875.00	-255,954.92
06/10/19		48,000.00	59,967.47
06/10/19		40,000.00	49,972.89
06/10/19		5,000.00	6,246.61
06/10/19		57,500.00	71,836.04
06/10/19		1,250.00	1,561.65
06/12/19		27,000.00	33,723.36
06/13/19		5,675.00	7,087.27
06/14/19		5,733.86	7,159.90
06/14/19		-5,675.00	-7,086.40
12/11/19		147.45	180.14
12/11/19		4,726.25	5,773.91
12/12/19		15,683.63	19,157.83

06/10/24	TOTALS:	166.19	-374.24

ISSUE DATE:	06/10/19	REBATABLE ARBITRAGE:	-374.24
COMP DATE:	06/10/24	NET INCOME:	166.19
BOND YIELD:	4.501947%	TAX INV YIELD:	1.583583%

\$9,925,000
 Alta Lakes Community Development District
 (City of Jacksonville, Florida)
 Special Assessment Bonds, Series 2019
 Rebate Computation Credits

ARBITRAGE REBATE CALCULATION
 DETAIL REPORT

DATE	DESCRIPTION	RECEIPTS (PAYMENTS)	FUTURE VALUE @ BOND YIELD OF (4.501947%)
06/10/20		-1,760.00	-2,103.06
06/10/21		-1,780.00	-2,034.35
06/10/22		-1,830.00	-2,000.42
06/10/23		-1,960.00	-2,049.23

06/10/24	TOTALS:	-7,330.00	-8,187.06

ISSUE DATE: 06/10/19 REBATABLE ARBITRAGE: -8,187.06
 COMP DATE: 06/10/24
 BOND YIELD: 4.501947%

Tab 13

First Coast Contract Maintenance Service LLC.
352 Perdido Street
Saint Johns, FL 32259

(PH) 904-537-9034
(FX) 904-396-2383



September 12, 2023

Prepared For: Carol Brown
Rizzetta and Company, INC

Prepared By: Tony Shiver
President First Coast CMS LLC

Proposal:

First Coast CMS LLC is an Amenity and Facility Management company designed to assist property management companies and developers with the day to day management of onsite maintenance tasks and personnel. With a dedicated maintenance manager directing onsite workers and job tasks, Owners/Management can focus on the other aspects of the property.

A few ways First Coast CMS outmatches traditional onsite maintenance and janitorial staffs are:

- Immediate coverage when needed for emergencies
- Assist Managers in locating outside contractors when the job calls for it.
- Support for larger jobs for instances that more workers are needed.
 - i.e. clean up after extreme weather
- Records of maintenance tasks performed and recommendations for projects and preventative maintenance

- Technicians are NSPF Certified Pool Operators, eliminating the need for traditional pool service companies.
- No need to worry about payroll, insurance, or workers compensation, it's all covered!

Each property is evaluated, and a maintenance and janitorial program is created to accommodate whatever the needs may be.

Property: Alta Lakes CDD

Scope:

Janitorial and Custodial \$743 per month

First Coast CMS will provide all necessary services to maintain the facility's indoor and exterior space, including the pool deck. Janitorial Services will be performed three days per week by cleaning staff.

Clubhouse

Duties and Responsibilities

Empty and replace liners in all garbage cans
 Clean clubhouse restrooms and stock if needed
 Clean entrance doors inside and out
 Sweep and mop ceramic tile
 Wipe down all tables, coffee tables, end tables
 Clean kitchen area, wipe down appliances
 Dust all pictures, light fixtures, A/C vents and T. V's
 Clean interior windowsills and glass windows
 Dust blinds/window treatments and interior ceiling fans

Frequency of Service

Each Visit
 Each Visit
 Each Visit
 Each Visit
 Each Visit
 Each Visit
 Monthly
 Monthly
 Monthly

Pool/Playground Bathrooms

Duties and Responsibilities

Empty and replace liners in garbage cans
 Sanitize counter tops and diaper changing stations
 Sanitize all toilets, urinals, and sinks
 Sweep and sanitize floors
 Clean all mirrors
 Wipe down and disinfect all partition doors
 Restock all paper products, soaps, and toiletries
 Dust all light fixtures, vents, & door frames

Frequency of Service

Each Visit
 Each Visit
 Each Visit
 Each Visit
 Each Visit
 Each Visit
 As Needed
 Monthly

Exterior/Police Grounds

Duties and Responsibilities

Empty all exterior garbage cans and replace liners
 Police pool deck for trash

Frequency of Service

Each Visit
 Each Visit

Clean exterior windowsills and windows	Monthly
Clean Soffits and Fascia boards	Monthly or as needed

Recreation Amenities

Duties and Responsibilities

	Frequency of Service
Arrange pool furniture and blow off decks	Each Visit
Clean water fountains	Each Visit
Wipe down pool furniture	Weekly
Check sand in ashtrays and clean/replenish (if applicable)	Monthly
High dust exterior ceiling fans and light fixtures	Weekly or as needed
Check light bulbs and replace any that are burnt out	Each Visit

Pool Cleaning and Maintenance \$850 per month

Our certified technician will be responsible for and maintaining correct water chemistry in the swimming pool. A series of water tests will be conducted at each visit. The results of these tests will be interpreted and used to determine the chemicals needed to maintain and assure purity and water balance as recommended by the NSPF and required by the State of Florida.

In addition, the technician will be responsible for cleaning the filter, pump and skimmer baskets as needed. The technician will also be responsible for general maintenance and adjustment of pool equipment as needed. The pool will be vacuumed regularly, and surface water skimmed to remove floating debris. The technician will manually clean pool steps and tiles as needed.

The pool will be inspected regularly and anything that appears to be in violation of the state pool code will either be corrected, or management notified of the violation so it can be corrected as soon as possible.

A manually written record will be kept showing activities of the pool, as well as a full test kit onsite at all times. Entries will show water test, chemicals added, filter condition, and whatever maintenance task performed on the pool that day. The routine chemical test performed by the technician will be Free Chlorine Residual, pH, Acid Demand, Total Alkalinity, Calcium Hardness, and Cyanuric Acid.

Any repairs or additional work will be charged extra. This includes work on mechanical seals, bearings, gaskets, light bulbs, or any other part of the pool that is not “routine” pool maintenance.

Any chemicals and filter media used to properly treat and balance the pool are not covered and will be invoiced monthly for reimbursement with a 3% purchase fee.

Common Area Maintenance \$270 per month

This includes the following:

- Inspection and documenting the fitness equipment condition weekly and report repairs as needed.
- Monitor condition of all doors, fencing, gates, touch up painting, cobweb control and prevent debris from accumulating on the walls.
- Replacing A/C filters
- Changing interior/exterior lights
- Inspect and operate security cameras, and access controls
- Blow off entire pool deck weekly
- Maintain operational condition of ADA pool life and safety equipment
- Inspect playground and make minor repairs as needed
- Inspect and maintain condition of courts, fencings, and wind screens.
- Inspect and document conditions of parking lot and lighting weekly

Three hours per week will be dedicated to general facilities maintenance, upkeep and repair. The onsite personnel may repair any minor issue that 1) does not require a trade license 2) Is not covered under another contract 3) Can be completed within the allotted time frame, and 4) Does not require prior approval from management. Materials for repairs are not covered and will be submitted for reimbursement. The District Manager will be notified about any issue that can't be repaired "in house" or requires invoicing upon completion.

Vendor and Site Management \$725 per month

First Coast CMS will solicit, schedule and monitor third party vendors to perform services as needed for the CDD Amenity Center and the CDD maintained areas. This will include vendors such as plumbers, electricians, special event vendors, food trucks, and pest control companies. FCCMS will ensure vendors are properly licensed/insured and assist vendors with proper invoicing to the District Management.

FCCMS will schedule and monitor fire extinguishers and other facility life safety apparatus, and schedule appropriate vendors.

FCCMS will operate and maintain a mass email communication system (e-blast) to update residents and management of important information that pertains to the Amenities, OR other information requested by District Management.

FCCMS will develop and implement an Inclement Weather Readiness Plan and will communicate with residents the appropriate information, including emergency contacts, and facility closures/openings.

FCCMS will secure the facility during Hurricane/Tropical Storms. This includes securing the furniture and shade awnings.

FCCMS will communicate directly with Residents regarding issues or concerns they have involving the amenity center or CDD maintained areas.

At the request of the District Manager, First Coast CMS will prepare a report for the Board of Supervisors regarding the general maintenance, repairs, and condition of the amenity center and its features.

Materials purchased to provide services, for repair and janitorial, are not covered under the estimate and will be submitted for reimbursement and a 3% purchase delivery fee.

In consideration for providing services specified above by First Coast CMS LLC, payment to the order of **\$2588** to be paid within (45) thirty days of invoice date.

Additional staffing approved by District Management will be invoiced at \$23 per hour. This includes additional staffing as needed for District Sponsored Special Events.

If agreed upon, a contract would be drafted and signed by both parties specifying details and could be terminated at any time by either party given a 60-day written notice by First Coast CMS and 30 day written notice by The District.

Thank you for your consideration and we hope to do business with your organization.

Tony Shiver
President
First Coast CMS LLC.

TAB 14

Alta Lakes Community
Development District Board of
Supervisors

To Whom It May Concern:

I, Cassidy Hardison, do hereby resign from the
Board of Supervisors of the Alta Lakes Community Development
District, effective as of September 6th, 2023.

Cassidy Hardison
Signature

Cassidy Hardison
Print Name

Date: September 5, 2023

August 1, 2023

Dear Carol,

This letter is to inform you of my intent to resign as Assistant Secretary from the Alta Lakes CDD Board of Supervisors. My house is on the market, and I cannot in good conscious keep my position once I am no longer a resident.

I am happy to continue serving on the board until the date of closing (to be determined) or until September 27th, 2023 (which ever comes first) so my position can be filled during that meeting.

Thank you for guiding our young neighborhood in a prosperous direction.

Sincerely,

Cassidy Hardison

TAB 15

ALTA LAKES COMMUNITY DEVELOPMENT DISTRICT

District Office · St. Augustine, Florida · (904) 436-6270

Mailing Address – 3434 Colwell Avenue, Suite 200, Tampa, Florida 33614
altalakescdd.org

VACANT CDD BOARD OF SUPERVISOR SEAT

Alta Lakes CDD Board is seeking qualified electors to fill a vacant CDD Board Seat. The requirements to serve in this position follow:

The Board

The District is a special-purpose unit of local government that is established pursuant to and governed by Chapter 190, Florida Statutes. The District is governed by a five-member Board of Supervisors (“Board”). The District’s Board typically meets six (6) times per year but may meet more often if necessary. Board meetings typically last up to two hours, depending upon the business to be conducted by the Board. Prior to the meeting, each Supervisor is supplied with a link to the agenda package that will contain the documents pertaining to the business to be considered by the Board at a particular meeting. A Supervisor should be willing to spend time reviewing these agenda packages prior to each meeting and may consult with District Staff (legal, management, and engineering) concerning the business to be addressed.

Qualifications of Supervisors

To be considered a qualified elector, the Supervisor must be at least 18 years of age, a citizen of the United States, a legal resident of Florida and of the District and must be registered to vote with Lake County Supervisor of Elections.

Compensation

By statute, Board Members are entitled to be paid a maximum of \$200 per meeting for their service, up to an annual cap of \$4,800 per year.

Responsibilities of Supervisors

The position of Supervisor is that of an elected local public official. As such, each Supervisor, upon taking office, subscribes to an oath of office. Each Supervisor is subject to the same financial disclosure requirements and code of ethics as any other local elected official. Specific responsibilities differ but the basic requirements to act in the District’s best interest when making policy decisions affecting the landowners within the District.

How to Apply

To apply to serve on the District’s Board, please submit your statement of interest and resume to the attention of the District Manager, Carol Brown, Alta Lakes CDD, 3434 Colwell Avenue, Suite 200, Tampa, Florida 33614 or email CLBrown@rizzetta.com by Friday, September 15, 2023. Please note that any document submitted to the District is subject to Florida’s public records laws. Please confirm receipt of your statement of interest submitted.

The current Board will review resumes at its September 27, 2023, Board meeting at 11:00 a.m. and requests that all applicants attend this meeting at the Alta Lakes Amenity Center, 3108 Alta Lakes Boulevard, Jacksonville, FL 32226.

If you have any questions about what is contained in this notice, please contact the District Manager’s Office at 904-436-6270 ext. 4631.

Andre Lamar Mills
Dre92126@yahoo.com
619.241.3963

August 4, 2023

Recipient Alta Lakes CDD

RE: Enthusiastic and Hard-Working Community Development District Board Member

Dear Search Committee,

As an ambitious professional with critical thinking proficiency and extensive Chief Executive Officer experience, I was thrilled to learn about the Community Development District Board Member opening. I was compelled to contact you with my interest as it would a great opportunity to give back to my community and a privilege to be considered for such an opportunity with Alta Lakes. I believe that my professional background and industrialist drive make me an ideal candidate to fill this position.

I use to thrive in high-pressure and fast-paced situation as a member of the US Navy but now I am retired for the 2nd time, striving for positive results by applying my decision making and teamwork abilities. Further, I possess expertise in critical thinking and insight for maximizing performance and inspiring colleagues. I am able to visualize success and identify unconventional yet highly effective strategies for achieving it.

I have skillfully balanced organizational objectives and productive relationships, strategizing and recommending ways in which to achieve and maintain a competitive business edge. My communication and management talents have supported my professional growth.

My previous experience working as Owner and Chief Executive Officer for You and I service, gave me governmental, community and private experience. I have an excellent track record of Building and following up. My expertise in organization and forward thinker makes me a great addition to your team.

Enclosed, please find my resume for your review. I will look forward to contacting you within the week so we can discuss the next step in your selection process. In closing, thank you for your time and consideration of my candidacy.

Thank You

Andre Mills

Andre Lamar Mills
11458 Sheepshead LN, Jacksonville, FL 32226
Cell 619-241-3963
E-mail - dre92126@yahoo .com

Professional with over 30 years of experience in cost estimating, cost control, and project management, including more than 25 years with Quality Control. Proven record of success analyzing all aspects of a project or area of responsibility, investigating and determining if monies are distributed appropriately, improving the estimating process for actual, reducing expenses, and improving the efficiency of operations.

You and I Services LLC Chief Executive Officer 2017 -2021

Responsible for 15 employees the daily operation of all programs
Independent Living, Supportive Living, **Community Based Day Program**, Tailored Day Services and Mobility training.

Company Technical Writer researched, wrote, edited and proofread technical data for use in documents or sections of documents such as manuals, procedures and specifications. Ensure technical documentation were accurate, completed, meet editorial, company, city and state specifications and adheres to standards for quality, graphics, coverage, format and style.

Specific curricular areas include but are not limited to:

- Vocational development-job readiness
- Job readiness / Employment / Microenterprise- starting businesses
- Independent living skills
- Mobility training- learn public transportation routes
- Self-care / Parenting Skills
- Self-advocacy / Self-Motivation
- Sexuality education
- Access to community resources
- Recreation skill development
- Socialization/Relationship building-focusing on developing an array of relationships and friendships

A Better Life Together Chief Operating Officer 2009- 2017

Responsible for 115 employees the daily operation of all programs
Independent Living, Supportive Living, **Community Based Day Program**, Tailored Day Services and Mobility training.

Company Technical Writer researched, wrote, edited and proofread technical data for use in documents or sections of documents such as manuals, procedures and specifications. Ensure

technical documentation were accurate, completed, meet editorial, company, city and state specifications and adheres to standards for quality, graphics, coverage, format and style. Prepared draft material for internal review by company Chief Executive Officers and subject matter experts and final review by company Chief Executive Officers and subject matter experts, city of San Diego and state of California.

Specific curricular areas include but are not limited to:

- Vocational development-job readiness
- Job readiness / Employment / Microenterprise- starting businesses
- Independent living skills
- Mobility training- learn public transportation routes
- Self-care / Parenting Skills
- Self-advocacy / Self-Motivation
- Sexuality education
- Access to community resources
- Recreation skill development
- Socialization/Relationship building-focusing on developing an array of relationships and friendships

A Better Life Together Safety Officer

US NAVY 1985 - 2005

Problem Solving, Adaptability, Collaboration, Strong Work Ethic, Time Management, Critical Thinking, Self-Confidence, Handling Pressure, Leadership and Creativity

Work center Supervisor oversaw the daily operation within Air Department / Bow Catapult Branch, Supervision of 2 crews consisting of 150 personnel, implement trainings / qualifications for personnel; maintain business coalitions between the Air Department / Catapult Branch and other military contractors. Managed and review maintenance schedules and assigns accordingly, Supervises the use of blueprints, maintenance publications, maintains custody records prepares data for equipment logbooks, disassemble, and replace defective parts.

*** Navy Damage Control Shipboard Training Teams for USS John F Kennedy, USS Eisenhower and USS Ronald Reagan.**

TRAINING TEAM FUNCTIONS Training team provided five general functions. Plan, brief, conduct, pre-briefing and debriefing training using applicable instructions and publications. They are as follows:

1. TRAINING. Training included both individual and team training and encompasses Shipboard Training Teams and debriefing actions as well as providing feedback during actual training scenario.
2. EXERCISED CONTROL. Exercised control includes initiation of the exercise and provides responses to watch stander/team actions.
3. EXERCISE ROLE-PLAY. the training teams performed various positions in a damage control training / firefighting /chemical attacks / medical emergencies scenario.

4. DRILLS. As part of the training team we developed drill packages and then conducts the drill. The team evaluated the drill results and afterward critiques the results with drill participants.

5. MONITOR SAFETY. Safety was ALWAYS a paramount concern. Training would have been immediately stopped if any unsafe condition develops during an exercise or drills

Transient Personnel Unit/Pre-Trial Confinement Facility NAS Jacksonville

Barracks Manager worked expeditiously and efficiently to process Navy personnel who are in route to their next naval assignment or awaiting medical treatment, disciplinary action, or discharge/retirement to the civilian community. Ensured proper customer service and compliance with appropriate mandates of the disciplinary barracks program, received and processed complaints and related investigations concerning barracks residents, processed requests for permanent and temporary quarters, scheduled and coordinated the maintenance and repair of barrack units and conducting follow-up inspections to verify that all discrepancies were corrected.

National University 2006-2008

Performed semi-skilled task independently or part of a regular maintenance crew. Responsible for maintenance and repair of building and related facilities and equipment using tools of the trade. Tasked included repairing appliances, plumbing, small electrical projects, pumps and interior/exterior lighting. Servicing all properties and campus locations from San Diego to Los Angeles

United States Postal Service 2009

Separated all classes of mail, Culls, faces, and cancels mail. Loading, unloading, and moving bulk mail. Emptied mail from mail containers (bags, hampers, etc.) and loaded mail into mail containers. Performed other duties incidental to the moving and processing of mail and related mail handling equipment. In addition, performed other miscellaneous duties, as assigned. Exercised normal protective care for equipment and materials used. Exercised and trained co-workers in regards for safety of self and others. Operates equipment assigned to the jurisdiction of the Mail Handler Craft. Promoted to supervisor 45 days into my 90-day probation period.

Volunteer

Provide excellent service to eligible veterans, family members and military students applying for and receiving Department of Veteran Affairs (VR&E) benefits. Help veterans apply for eligible veterans apply for Department of Veteran Affairs disability benefits with a 96 % success rate. Vice President

Education and Training

National University, San Diego, BA English degree minor Sociology July 2010

Naval Leadership School, Jacksonville, Florida Certificate

GPA: 3.5. Leadership- principles of supervision, leadership development

Microsoft Office products (Word, Excel, PowerPoint, & Outlook)

Personal Community Health- fitness and conditioning

Advance Life support - first aid, CPR, CPI and safety.

Honors and Awards

United States Department of the Navy, 1985 to 2005. Secretary of the Navy Citation, Armed Force Expeditionary Medal, Navy and Marine Corps Medal, (3) Navy and Marine Corps Achievement Medals, Meritorious Medal, (5) Good Conduct Awards, (2) National Defense Service Medals, Southwest Asia Service Medal with Bronze Star, NATO Medal and (3) Sea services ribbons, Postal Service Outstanding supervisor of the quarter, and National University Star of the month.

TIMOTHY L. DIXON

3224 Brown Trout Ct

Jacksonville, FL 32226

(904) 466-1256

usncwo208@gmail.com

SUMMARY OF EXPERIENCE

A 30 year U.S. Navy veteran , former Surface Operations Chief Warrant Officer. Over 36 years' experience in leadership, and management, and decision making. Proven track record in managing full scope of operations in high-profile, high tempo settings. A highly organized and detail oriented with a capacity for multi-tasked coordination of projects, events, and people.

I graduated Ft Lauderdale High School in Ft Lauderdale, Florida in 1983 and immediately joined the United States Navy. I served for 30 Years. My specialty in the U.S. Navy was Air Defense as a Combat Air Controller for 24 years, and as Command and Control Officer for 5 years. I started out as an E-1 and went through the enlisted ranks to E-8. I then commissioned as a Warrant Officer and retired as Chief Warrant Officer-2.

I served in a myriad of sea and shore duty assignments, including USS Guadalcanal (LPH-7), USS Aries (PHM-5), USS America (CV-66), Naval Recruiting District, Miami, Florida, (where I was meritoriously promoted in rank to E-6 for being one of the best Recruiters in 1990.), USS John Hancock (DD-981), Counter Narcotics in Key West, Florida, USS Taylor (FFG-50), USS John F. Kennedy (CV-67), USS Hue City (CG-66), USS Gonzalez (DDG-66), Destroyer Squadron Fourteen.

I have deployed 11 times in the defense of this great country to just about everywhere in the world. Each deployment was a minimum of 6 months. Of those 11 deployments, 6 of them where to the Persian Gulf, and Indian Ocean as war time deployments in support of the Global War on Terrorism.

I retired on 1 January 2012 and went to work for Lockheed Martin where I am currently the International Programs Waterfront Training Leader tasked with teaching Integrated Air Missile Defense to Foreign Navies such as Japan, Australia, Norway, Spain, and Republic of Korea.

TAB 16

**ALTA LAKES COMMUNITY DEVELOPMENT DISTRICT
BOARD OF SUPERVISORS
OATH OF OFFICE**

I, _____, A CITIZEN OF THE STATE OF FLORIDA AND OF THE UNITED STATES OF AMERICA, AND BEING EMPLOYED BY OR AN OFFICER OF ALTA LAKES COMMUNITY DEVELOPMENT DISTRICT AND A RECIPIENT OF PUBLIC FUNDS AS SUCH EMPLOYEE OR OFFICER, DO HEREBY SOLEMNLY SWEAR OR AFFIRM THAT I WILL SUPPORT THE CONSTITUTION OF THE UNITED STATES AND OF THE STATE OF FLORIDA.

Board Supervisor

ACKNOWLEDGMENT OF OATH BEING TAKEN

STATE OF FLORIDA
COUNTY OF DUVAL

The foregoing oath was administered before me by means of physical presence or online notarization this _____ day of _____, 20____, by _____, who personally appeared before me, and is personally known to me or has produced _____ as identification, and is the person described in and who took the aforementioned oath as a Member of the Board of Supervisors of Alta Lakes Community Development District and acknowledged to and before me that he/she took said oath for the purposes therein expressed.

(NOTARY SEAL)

Notary Public, State of Florida

Print Name: _____

Commission No.: _____ Expires: _____

Tab 17

RESOLUTION 2023-10

A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE ALTA LAKES COMMUNITY DEVELOPMENT DISTRICT REDESIGNATING THE ASSISTANT SECRETARY OF THE DISTRICT, AND PROVIDING FOR AN EFFECTIVE DATE

WHEREAS, the Alta Lakes Community Development District (the "District") is a local unit of special-purpose government organized and existing in accordance with Chapter 190, Florida Statutes, and situated entirely within Duval County, Florida; and

WHEREAS, the Board of Supervisors (hereinafter the "Board") previously designated Cassidy Hardison as Assistant Secretary pursuant to Resolution 2023-07, Carol Brown as Assistant Secretary pursuant to Resolution 2023-07; and vacant pursuant to Resolution 2023-07.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF SUPERVISORS OF THE ALTA LAKES COMMUNITY DEVELOPMENT DISTRICT:

Section 1. _____ is appointed Assistant Secretary.

_____ is appointed Assistant Secretary.

_____ is appointed Assistant Secretary.

Section 2. This Resolution shall become effective immediately upon its adoption.

PASSED AND ADOPTED THIS 27th DAY OF SEPTEMBER, 2023.

ATTEST:

**ALTA LAKES
COMMUNITY DEVELOPMENT
DISTRICT**

ASSISTANT SECRETARY

CHAIRMAN/VICE CHAIRMAN

Tab 18

RESOLUTION 2023-11

A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE ALTA LAKES COMMUNITY DEVELOPMENT DISTRICT ADOPTING THE ANNUAL MEETING SCHEDULE FOR FISCAL YEAR 2023-2024; AND PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, the Alta Lakes Community Development District (the “District”) is a local unit of special-purpose government created and existing pursuant to Chapter 190, *Florida Statutes*, being situated entirely within Duval County, Florida; and

WHEREAS, the District is required by Section 189.015, *Florida Statutes*, to file quarterly, semi-annually, or annually a schedule (including date, time, and location) of its regular meetings with local governing authorities; and

WHEREAS, further, in accordance with the above-referenced statute, the District shall also publish quarterly, semi-annually, or annually the District’s regular meeting schedule in a newspaper of general paid circulation in the county in which the District is located; and

WHEREAS, the Board desires to adopt the Fiscal Year 2023/2024 annual meeting schedule attached as **Exhibit A**.

NOW THEREFORE BE IT RESOLVED BY THE BOARD OF SUPERVISORS OF THE ALTA LAKES COMMUNITY DEVELOPMENT DISTRICT:

SECTION 1. The Fiscal Year 2023/2024 annual meeting schedule attached hereto and incorporated by reference herein as **Exhibit A** is hereby approved and shall be published in accordance with the requirements of Florida law and also provided to applicable governing authorities.

SECTION 2. This Resolution shall become effective immediately upon its adoption.

PASSED AND ADOPTED this 27th day of September 2023.

ATTEST:

**ALTA LAKES COMMUNITY
DEVELOPMENT DISTRICT**

Secretary / Assistant Secretary

Chairperson, Board of Supervisors

Exhibit A: Fiscal Year 2023/2024 Annual Meeting Schedule

Exhibit A: Fiscal Year 2023/2024 Annual Meeting Schedule

**BOARD OF SUPERVISORS MEETING DATES
ALTA LAKES COMMUNITY DEVELOPMENT DISTRICT
FISCAL YEAR 2023/2024**

The Board of Supervisors of the Alta Lakes Community Development District will hold their regular meetings for Fiscal Year 2023/2024 at 3108 Alta Lakes Boulevard, Jacksonville, Florida, 32226.

November 29, 2023
January 24, 2024 *
March 27, 2024
April 24, 2024 *
July 24, 2024 *
September 25, 2024

All meetings will convene at **10:00 AM**, with the exception of the meetings marked with an **asterisk***, which will convene at **6:00 PM**.

The meetings are open to the public and will be conducted in accordance with the provision of Florida Law for Community Development Districts. The meetings may be continued to a date, time, and place to be specified on the record at the meeting. A copy of the agenda for these meetings may be obtained from Rizzetta & Company, Inc., 3434 Colwell Avenue, Suite 200, Tampa, Florida 33614 or by calling (904) 436-6270.

There may be occasions when one or more Supervisors or staff will participate by telephone. Pursuant to provisions of the Americans with Disabilities Act, any person requiring special accommodations at this meeting because of a disability or physical impairment should contact the District Office at (904) 436-6270 at least 48 hours prior to the meeting. If you are hearing or speech impaired, please contact the Florida Relay Service by dialing 7-1-1, or 1-800-955-8771 (TTY) / 1-800-955-8770 (Voice), for aid in contacting the District Office.

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

District Manager

Tab 19

From: Ryan Rupnarain <rrupnarain@egisadvisors.com>
Sent: Tuesday, April 11, 2023 10:39 AM
To: Carol Brown
Cc: Kristina Rudez; Risk Services
Subject: RE: [EXTERNAL]RE: Alta Lakes CDD - Night Swimming

Carol,

A summary of the applicable Florida Administrative Code is below, but the DOH can help the district work toward compliance. Night swimming has the potential to present an increased liability exposure to the district but is not contemplated as part of the underwriting and rating process at this time.

From a risk management perspective, keeping the pool area open past dusk may also increase traffic to other amenity areas, such as the playground, which may not be suitable for night time use. Signage reiterating each amenity's operating hours can be a helpful control. It's great that the board is working to get this approved first as deviation from state or local laws, statutes, ordinances, etc. has the potential to put the district's coverage at risk.

64E-9.006(2)(c), F.A.C. -

Night swimming – Pools shall not be open for swimming at night **unless the requirements for lighting as specified in paragraph 64E-9.006(2)(c), F.A.C., are met.** Night swimming shall be considered one half hour before sunset to one half hour after sunrise.

When night swimming is proposed, an **engineer licensed in Florida shall provide certification that the deck and surface lighting requirements of paragraph 64E-9.006(2)(c), F.A.C., have been met -**

(c) Lighting – Artificial lighting shall be provided at all swimming pools which are to be used at night or which do not have adequate natural lighting so that all portions of the pool, including the bottom, may be readily seen without glare.

1. Outdoor pool lighting – Lighting shall provide a minimum of three foot candles of illumination at the pool water surface and the pool wet deck surface. Underwater lighting shall be a minimum of one-half watt per square foot of pool water surface area.

2. Indoor pool lighting – Lighting shall provide a minimum of 10 foot candles of illumination at the pool water surface and the pool wet deck surface. Underwater lighting shall be a minimum of eight-tenths watt per square foot of pool surface area.

3. Underwater lighting – Underwater lighting shall utilize transformers and low voltage circuits with each underwater light being grounded. The maximum voltage for each light shall be 15 volts and the maximum incandescent lamp size shall be 300 watts. The location of the underwater lights shall be such that the underwater illumination is as uniform as possible and shall not be less than 18 inches below the normal operating water level determined by the centerline of the skimmer or top lip of the gutter. All underwater lights which depend upon submersion for safe operation shall have protection from overheating when not submerged. Underwater lighting requirements can be waived when the overhead lighting provides at least 15 foot candles of illumination at the pool water surface and pool wet deck surface. Alternative lighting systems which use 15 volts or less, or use no electricity in the pool or on the pool deck, such as LED, (light emitting diode) or fiber optic systems, may be utilized if the applicant demonstrates to reasonable certainty that the

system development has advanced to the point where the department is convinced that the pool illumination is equal to the requirements in subparagraph 1. and 2. above.

4. Overhead wiring – Overhead service wiring shall not pass within an area extending a distance of 10 feet horizontally away from the inside edge of the pool walls, diving structures, observation stands, towers, or platforms. Allowances for overhead conductor clearances to pools that meet the safety standards in the National Electrical Code may be used instead.

Ryan Rupnarain, ARM CPSI

Sr. Manager, Loss Control Services

Egis Insurance & Risk Advisors

250 International Parkway, Suite 260

Lake Mary, FL 32746

Direct: (321) 273.2047

Mobile:(407) 878.9971

Fax: (407) 732.7321

Email: RRupnarain@egisadvisors.com



Associate Member of the Year Award Winner Florida Association of Special Districts (FASD)

Preferred Partner of the Year Award Winner Florida Consortium of Public Charter Schools (FCPCS)

From: Carol Brown <clbrown@rizzetta.com>

Sent: Tuesday, April 11, 2023 9:40 AM

To: Ryan Rupnarain <rrupnarain@egisadvisors.com>

Cc: Kristina Rudez <krudez@egisadvisors.com>

Subject: RE: [EXTERNAL]RE: Alta Lakes CDD - Night Swimming

Hi Ryan,

No it has not. Staff are currently in communication with the DOH to find out what needs to be done to change it.

Yours kindly,

Carol Brown

District Manager

904.436.6270 Ext.: 4631

clbrown@rizzetta.com

From: Ryan Rupnarain <rrupnarain@egisadvisors.com>

Sent: Tuesday, April 11, 2023 9:17 AM

To: Carol Brown <clbrown@rizzetta.com>

Cc: Kristina Rudez <krudez@egisadvisors.com>

Subject: [EXTERNAL]RE: Alta Lakes CDD - Night Swimming

NOTICE: This email originated from outside of the organization.
Do not click links or open attachments unless you recognize the sender and know the content is safe. Please use the Phish Alert! button to report suspicious messages.

Hi Carol,

Do we know if this pool has been approved by the County Department of Health for night swimming? It's usually noted as yes/no on the permit.

Thanks,

Ryan Rupnarain, ARM CPSI
Sr. Manager, Loss Control Services
Egis Insurance & Risk Advisors
250 International Parkway, Suite 260
Lake Mary, FL 32746
Direct: (321) 273.2047
Mobile:(407) 878.9971
Fax: (407) 732.7321
Email: RRupnarain@egisadvisors.com



Associate Member of the Year Award Winner Florida Association of Special Districts (FASD)
Preferred Partner of the Year Award Winner Florida Consortium of Public Charter Schools (FCPCS)

From: Carol Brown <clbrown@rizzetta.com>
Date: April 11, 2023 at 1:34:04 PM GMT+1
To: Kristina Rudez <krudez@egisadvisors.com>
Subject: Alta Lakes CDD - Night Swimming

Hi Kristina,

The Alta Lakes Board of Supervisors is exploring opening their pool for night swimming. Can you please advise how this would impact their current policy? How much of an increase in premium could the District anticipate? Thanks

Yours kindly,

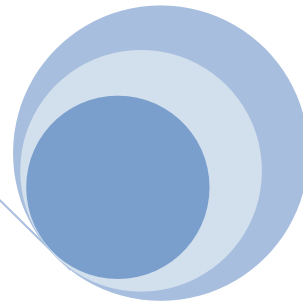
Carol Brown
District Manager

904.436.6270 Ext.: 4631
clbrown@rizzetta.com

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First Coast
CMS

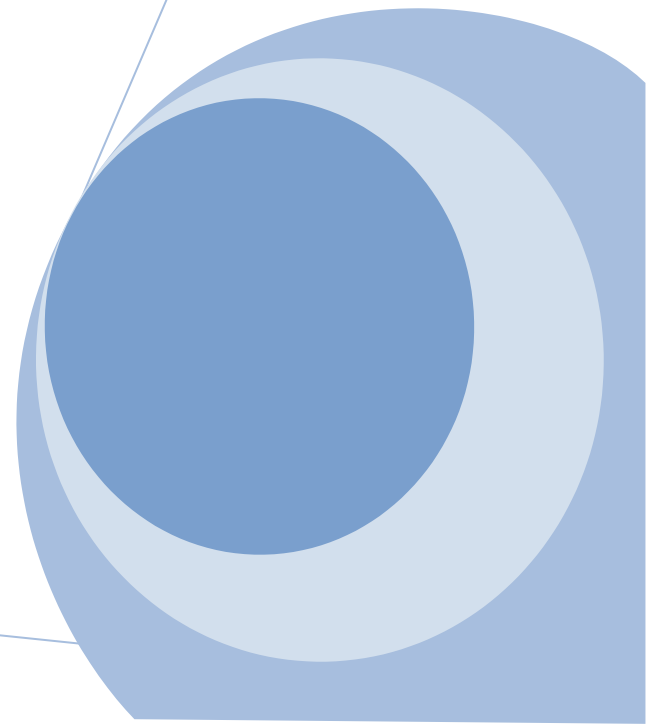


Alta Lakes CDD

Field Report Sept 2023

First Coast CMS LLC

Sept 2023 Alta Lakes CDD





Pool

At this time, there are no mechanical issues regarding the pools.

Maintenance and Facility

We received pricing regarding pickleball windscreens. The purchase and shipping cost would be \$1200, plus \$250 installation.

We received additional information regarding night time swimming. The pool does not meet current lighting requirements and additional lighting would need to be installed new the shallow end of the pool. The cost estimate is around \$15k for the lights, \$5k for the engineering report, \$3k for the permitting submittal and processing.

Our staff has reached out to First Place Fitness for proposal for PM Services of the gym equipment.

A light pole was damaged by a vehicle on Alta Lakes Blvd and has been reported to JEA

The north side fountain is tripping the main breaker when the feature pump is activated. I requested an update from innovative fountains and estimate.

The new trash can has been place by the mailboxes.