

**FLEMING ISLAND PLANTATION  
COMMUNITY DEVELOPMENT DISTRICT**

**MARCH 25, 2025 MEETING**

**AGENDA PACKAGE**

**CALL-IN #: 1-646-838-1601  
PHONE CONFERENCE ID#:244396189#**

## Fleming Island Plantation Community Development District

Board of Supervisors  
Mike Cella, Chairman  
Michelle Szafranski, Vice Chairperson  
Rodney Ashford, Assistant Secretary  
Michael Glickman, Assistant Secretary  
Rick Nelson, Assistant Secretary

Staff:  
Samantha Harvey, District Manager  
Jennifer Goldyn, Regional Director  
Katie Buchanan, Esq., District Counsel  
Ryan Stilwell, P.E., District Engineer  
Margaret Alfano, General Manager

**Regular Meeting Agenda**  
Tuesday, March 25, 2025 at 6:00 p.m.  
**CALL-IN #: 1-646-838-1601**  
**PHONE CONFERENCE ID: 244396189#**

---

- 1. Call to Order and Roll Call**
- 2. Pledge of Allegiance**
- 3. Approval of Agenda**
- 4. Audience Comments (Limited to 3 Minutes Per Speaker)**

*The Audience Comment portion of the agenda is where individuals who are present may make remarks on matters that concern the District. Each individual is limited to three (3) minutes for such remarks. The Board of Supervisors or Staff are not obligated to provide an immediate response as some issues require research, discussion and deliberation. If the comment concerns a maintenance related item, it will need to be addressed with the Project Manager outside of the context of the meeting.*

- 5. Review of the Minutes of the January 28, 2025 Regular Meeting (Page 5)**
- 6. Approval of the Minutes of the February 25, 2025 Regular Meeting (Page 12)**
- 7. Pond Maintenance Update – The Lake Doctors, Inc. (Page 21)**
- 8. Lifeguard Services Report – Elite Amenities**
  - A. Discussion of Elite Amenities Agreement for Aquatic Staffing Service (Page 29)**
- 9. Landscaping Update – Ruppert Landscape (Page 44)**
- 10. Attorney’s Report**
- 11. Engineer’s Report (Page 54)**
  - A. Capital Improvement Projects Update (Page 56)**
  - B. Capital Improvement Project Details by Requisition (Page 61)**
  - C. Approval of Requisitions 146, 147, 149, 150, 151 and 152 (Page 63)**
  - D. Ratification of Requisition 148 (Page 85)**

District Office:  
Inframark  
11555 Heron Bay Boulevard, Suite 201  
Coral Springs, FL. 33076

Meeting Location  
The Splash Park  
1510 Calming Water Drive,  
Fleming Island, Florida 32003

- E. Consideration of Hoffman Commercial Construction, LLC Tennis Restroom Pavilion Proposal **(Page 91)**
  - F. Consideration of Bourre Construction Group Tennis Restroom Pavilion Proposal **(Page 165)**
  - G. Consideration of Brodgon Builders, LLC Tennis Restroom Pavilion Proposal **(Page 175)**
12. **Security Report – Tri-County Safety & Security Inc. (Page 219)**
  13. **General Manager’s Report (Page 221)**
    - A. FIP CDD Amenities Policies **(Page 224)**
    - B. FIP CDD General Policies **(Page 233)**
  14. **Field Operations Manager’s Report (Page 243)**
  15. **Amenity Manager’s Report (Page 248)**
  16. **Manager’s Report**
    - A. Consideration of Capital Reserve Advisors Reserve Study Proposal **(Page 253)**
    - B. Consideration of Community Advisors, LLC Reserve Study Proposal **(Page 258)**
  17. **Discussion of District Management Services (Tabled Item)**
  18. **Acceptance of the February 2025 Financial Report and Approval of February 2025 Payment Register & Invoices (Page 265)**
  19. **Supervisors’ Requests**
    - A. Discussion of Shading at the Pool on the Roundabout Area (Supervisor Cella)
  20. **Adjournment**

**\*The full agenda package is available upon request via email. Please send requests for the agenda package to [Kareen.Baker@Inframark.com](mailto:Kareen.Baker@Inframark.com).**

**The next regular meeting is Tuesday, April 22, 2025 at 6:00 p.m.**

**District Office**  
Inframark  
11555 Heron Bay Boulevard, Suite 201  
Coral Springs, FL.33076

**Meeting Location:**  
The Splash Park  
1510 Calming Water Drive,  
Fleming Island, Florida 32003

# **Fifth Order of Business**

**MINUTES OF MEETING  
FLEMING ISLAND PLANTATION  
COMMUNITY DEVELOPMENT DISTRICT**

The regular meeting of the Board of Supervisors of the Fleming Island Plantation Community Development District was held Tuesday, January 28, 2025 at 6:00 p.m. at the Splash Park, located at 1510 Calming Water Drive, Fleming Island, Florida.

Present and constituting a quorum were:

Mike Cella	Chairperson
Michelle Szafranski	Vice Chairperson
Rodney Ashford	Assistant Secretary
Mike Glickman	Assistant Secretary
Rick Nelson	Assistant Secretary

Also present were:

Samantha Harvey	District Manager
Jennifer Goldyn	Regional Director
Katie Buchanan, Esq.	District Counsel
Ryan Stilwell, P.E.	District Engineer
Margaret Alfano	Vesta Property Services
Stephanie Taylor	Vesta Property Services
Fred Atwood	Vesta Property Services
Mike Chesser	Ruppert Landscape
William Bonney	Tri-County Public Safety and Training
Members of the Public	

*Following is a summary of the discussions and actions taken.*

**FIRST ORDER OF BUSINESS**

**Call to Order and Roll Call**

Mr. Cella called the meeting to order. Supervisors introduced themselves, and a quorum was established.

**SECOND ORDER OF BUSINESS**

**Pledge of Allegiance**

The Pledge of Allegiance was recited.

**THIRD ORDER OF BUSINESS**

**Approval of Agenda**

On MOTION by Ms. Szafranski seconded by Mr. Glickman, with all in favor, the agenda was approved as presented.

**FOURTH ORDER OF BUSINESS**

**Audience Comments (Limited to 3 Minutes Per Speaker)**

- Dr. Holsey commented that the issue of dog feces needs to be addressed and emphasized the importance of residents adhering to the rules of cleaning up after their pets.
- Mr. Jeff Daniels expressed concerns about the swaling issue in Autumn Glen. The resident would like to do a presentation to the Board explaining the issue.
- Mrs. Mackie commented on the unprofessionalism of the security company and parking issue. These matters were addressed with the General Manager and have been resolved.

**FIFTH ORDER OF BUSINESS**

**Approval of the Minutes of the December 17, 2024 Meeting**

On MOTION by Mr. Ashford seconded by Mr. Glickman, with all in favor, the Minutes of the December 17, 2024 Regular Meeting were approved as amended.

*Correction to vendor name BAB Tennis Courts.*

**SIXTH ORDER OF BUSINESS**

**Pond Maintenance Update – The Lake Doctors, Inc.**

- The Pond Maintenance Report was reviewed, and Lake Doctors will attend the next meeting.

**SEVENTH ORDER OF BUSINESS**

**Landscaping Update – Ruppert Landscape**

The Landscape Report was presented, a copy of which was included in the agenda package. Mr. Ashford requested a digital report instead of a handwritten one.

Mr. Chesser stated they will be putting down repellent for deer. It was recommended to remove the six dead trees.

Seven Oak trees will be fertilized. Mr. Chesser will check with the arborist regarding the excessive moss on the trees and the potential damage. Mr. Cella requested the preparation of a yearly plan.

**EIGHTH ORDER OF BUSINESS**

**Attorney’s Report**

- The second demand letter to Comcast has been sent. The proposal from Atlantic Pipe Services has been approved, and Ms. Harvey has submitted an invoice for a 50% deposit payment. They are proceeding to recoup the funds from Comcast.
- Bond Counsel has confirmed that there is no deadline for using the Construction account funds, which total \$745,000. Ms. Buchanan stated that staff will watch for interest accrual. The \$745,000 is designated only for Capital Improvement Plan, specifically for installing new facilities or improvement of current facilities. Ms. Buchanan updated the Board that legislative provides a weekly summary for bills at the Capital.

**NINTH ORDER OF BUSINESS**

**Engineer’s Report**

The Engineer’s Report was presented for discussion, a copy of which was included in the agenda package.

**A. Capital Improvement Projects Update**

- Mr. Stilwell reported the Tennis Court Restroom project is out for bids, with a deadline of February 13, 2025. The bid invitation was sent to contractors provided by their team and Board members. One public bid was received following the advertisement.

**B. Capital Improvement Project Details by Requisition**

- The requisition breakdown of the projects was presented.

**C. Approval of Requisitions #131 Through 140**

On MOTION by Mr. Ashford seconded by Mr. Glickman, with all in favor, Requisitions 131 through 140 in the amount of \$35,860.45 was approved.

**D. Approval of Requisitions #142 Through 145**



On MOTION by Mr. Ashford seconded by Mr. Glickman, with all in favor, PDK’s proposal to provide a new badge system in an amount not to exceed \$65,140 was approved.

**FOURTEENTH ORDER OF BUSINESS                      Manager’s Report**

**A.    Consideration of Resolution 2025-04, Designation of Officers**

On MOTION by Mr. Ashford seconded by Ms. Szafranski, with all in favor, Resolution 2025-04, Designation of Officers with Mr. Mike Cella, Chairperson; Ms. Michelle Szafranski, Vice Chairperson; Mr. Rodney Ashford, Mr. Mike Glickman, and Mr. Rick Nelson, Assistant Secretaries; Ms. Leah Popelka, Treasurer; Ms. Angel Montagna, Assistant Treasurer; and Ms. Jennifer Goldyn, Secretary, and Ms. Samantha Harvey, Assistant Secretary was adopted.

- It was noted that Mr. Nelson’s name should be corrected to “Rick” instead of “Eric” on the resolution document.
- Ms. Harvey will set up a walk with EGIS insurance for fact finding.

**FIFTEENTH ORDER OF BUSINESS**

**Acceptance of the December 2024  
Financial Report and Approval of  
December 2024 Payment Register &  
Invoices**

On MOTION by Ms. Szafranski seconded by Mr. Ashford, with all in favor, the December 2024 Financial Report was accepted, and the December 2024 Payment Register & Invoices were approved.

**SIXTEENTH ORDER OF BUSINESS**

**Supervisors’ Requests**

- Mr. Ashford requested an email blast sent to the community about not feeding the wildlife. Ms. Buchanan recommended a letter be sent to the resident(s) directly.
- Ms. Szafranski would like to consider proposals for new District Management and mentioned she would like to give Inframark an opportunity. The Board requested District Management Options to be added on the February agenda.
- Ms. Harvey will contact the Autumn Glen HOA manager to obtain the legal letter read in the HOA meeting in reference to the swaling issue at resident’s property. The District is not in violation according to St. Johns River Water Management.

- There was Board discussion about invoicing and the disappointment that vendor payment processing was not being followed up on. Inframark agreed that this was unacceptable and would ensure timely vendor payments.
- Mr. Cella distributed the priorities to all staff members and Board Supervisors.

**SEVENTHTEENTH ORDER OF BUSINESS**

**Adjournment**

There being no further business,

<p>On MOTION by Mr. Ashford seconded by Mr. Glickman, with all in favor, the meeting adjourned at 9:41 p.m.</p>
-----------------------------------------------------------------------------------------------------------------

---

Secretary/Assistant Secretary

---

Chairperson/Vice Chairperson

# **Sixth Order of Business**

**MINUTES OF MEETING  
FLEMING ISLAND PLANTATION  
COMMUNITY DEVELOPMENT DISTRICT**

The regular meeting of the Board of Supervisors of the Fleming Island Plantation Community Development District was held Tuesday, February 25, 2025 at 6:00 p.m. at the Splash Park, located at 1510 Calming Water Drive, Fleming Island, Florida.

Present and constituting a quorum were:

Mike Cella	Chairperson
Michelle Szafranski	Vice Chairperson
Rodney Ashford	Assistant Secretary
Mike Glickman	Assistant Secretary
Rick Nelson	Assistant Secretary

Also present were:

Samantha Harvey	District Manager
Jennifer Goldyn	Regional Director
Kyle Magee, Esq.	District Counsel
Ryan Stilwell, P.E.	District Engineer
Margaret Alfano	Vesta Property Services
Stephanie Taylor	Vesta Property Services
Fred Atwood	Vesta Property Services
Mike Chesser	Ruppert Landscape
Members of the Public	

*Following is a summary of the discussions and actions taken.*

**FIRST ORDER OF BUSINESS**

**Call to Order and Roll Call**

Mr. Cella called the meeting to order. Supervisors introduced themselves, and a quorum was established.

**SECOND ORDER OF BUSINESS**

**Pledge of Allegiance**

The Pledge of Allegiance was recited.

**THIRD ORDER OF BUSINESS**

**Approval of Agenda**

On MOTION by Mr. Ashford seconded by Ms. Szafranski, with all in favor, the agenda was approved as presented.
---------------------------------------------------------------------------------------------------------------

**FOURTH ORDER OF BUSINESS**

**Audience Comments (Limited to 3  
Minutes Per Speaker)**

- Mr. Jeff Daniels expressed he enjoyed the cruise event. He informed the Board he was not ready with his presentation as he needs to conduct further research to come up with a solution. He also mentioned that he needs more information from the County.
- Mr. Dan Steller followed up on last month’s conversation regarding the boundaries and to ensure he fully understands the matter. Lake Ridge North landscaping is not being maintained, and the two-foot wall keeps getting washed out. This needs to be addressed.

**FIFTH ORDER OF BUSINESS**

**Approval of the Minutes of the January  
28, 2025 Meeting**

On MOTION by Mr. Ashford seconded by Ms. Szafranski, with all in favor, the Minutes of the January 28, 2025 Regular Meeting were approved with revisions to be made.

**SIXTH ORDER OF BUSINESS**

**Pond Maintenance Update – The  
Lake Doctors, Inc.**

- The Pond Maintenance Report which was included in the agenda package was reviewed by the Board.
- The fishkill was discussed, and the findings of Tilapia were due to the cold weather and Tilapia is a tropical fish. Ponds were stocked by residents and can travel through the storm drains. Dead fish were removed, and they will continue to monitor the situation.

**SEVENTH ORDER OF BUSINESS**

**Consideration of Elite Amenities  
Agreement for Aquatics Staffing Services**

- The Board discussed the Elite Amenities agreement.
  - **Lifeguard Certification**
- Lifeguards must be recertified annually and are accredited nationally.
  - **Lifeguard Equipment**
- Elite Amenities supplies their staff with a T-shirt and a whistle.

- There were changes requested in the agreement and Mr. Glickman will spearhead this. Once the agreement is revised, it will be sent to District Counsel for review and for final approval at the March 25, 2025 meeting.

**EIGHTH ORDER OF BUSINESS**

**Landscaping Update – Ruppert Landscape**

The Landscape Report was presented, a copy of which was included in the agenda package. Mr. Chesser distributed an updated irrigation report for the Board to review. The mulching project is continuing, and they are working to get this completed. Ms. Alfano and Mr. Chesser will conduct a walk to determine mulching areas.

Pickleball enhancements and irrigation are complete. Grow Pro team applied fertilizer and weed control.

A proposal was sent to Mr. Atwood for dead Pine trees and limbs for removal. The tree located on Thunderbolt is not dead. They will keep an eye on it for blooming. Ruppert Landscape would like to add some viburnum in between trees. River Hills entrance has a Holly tree that is being attacked by something, and they have done a soil test and are waiting on the findings to report on. The Board would like a cost for the whole plantation broken down into sections for cost to be done over a period of time. The berms are being ignored in the history of the development. The Board would like to know what kind of cost can be worked into the Budget. Mr. Chesser will work on sections and get a full cost for the whole plantation and then break it down into sections for cost to be done over a period of time. They want a cost effective and an aesthetically pleasing plan estimating at \$6,300 for each entrance way for landscaping enhancements to come from the reserves.

**NINTH ORDER OF BUSINESS**

**Attorney’s Report**

**A. Discussion of Lake Ridge Ownership and Maintenance**

- The first exception between the Amenity parking lot and the roadway, there was not a second deed. District Counsel recommended doing a quick claim deed. Transfer all the responsibility to the HOA or to work with HOA to divide up the area.
- Exception #2 has been given to the HOA and Exception #1 was intended for a different area. They need to get better clarification of Exception #2. A survey should be done with a legal description map drawn up so that everyone is on the same page. Mr. Stilwell and Mr. Atwood will coordinate and walk the area and follow up with

Ruppert Landscape that the berms on Lake Ridge North are being maintained regularly. Mr. Stilwell should have a sketch for the March meeting.

- Radar road repairs public hearing is on March 10, 2025.

## **TENTH ORDER OF BUSINESS**

### **Engineer's Report**

The Engineer's Report was presented for discussion, a copy of which was included in the agenda package.

#### **A. Capital Improvement Projects Update**

- Mr. Stilwell provided an update on Margaret's Walk. Atlantic Pipe Services (APS) will be dewatering the pond on March 17, 2025 and lining the pond on March 24, 2025. There are two areas with washouts that have under drain issues. Quotes are being obtained for repairs. Regarding Cypress Glen, there are two quotes being obtained for washout structure. Mr. Stilwell is working to get another quote to bring to the Board and wants a competitive bid that is comparing apples to apples.

#### **B. Capital Improvement Project Details by Requisition**

- Mr. Stilwell reported one bid was received for the Tennis Court Restroom. They are extending the bidding process out to the middle of March. Mr. Stilwell is coordinating with Ms. Buchanan to reduce the bond requirements to get more potential vendors to bid on projects.
- River Hills Drive has a washout. Mr. Atwood has contacted the vendor and is waiting on a bid and has spoken to the homeowner.
- Punch list items are completed other than lighting, due to the timing and it needing to be dark to test lighting. This will be completed this evening.

#### **C. Discussion of Bidding Activity**

- Mr. Ashford discussed the original scope of work for the tennis courts not having irrigation in the scope. Mr. Stilwell stated he did not know the exact area of the irrigation. Mr. Ashford would have liked a breakdown of the \$6,000 due to this amount being the exact amount that was removed from the original scope. Mr. Stilwell explained that the Board would not have approved an increase of the overall contract and got the change order for the original contract amount worked out. This explains the \$6,000 change order amount. Mr. Ashford would have liked to ensure all items of the scope are included in the original contract moving forward. The Board agreed that adding pine straw would lead to an extensive clean up around the

courts and the time spent for maintenance clean-up and re-adding pine straw is not cost efficient.

**ELEVENTH ORDER OF BUSINESS**                      **Security Report – Tri-County Safety & Security Inc.**

- There is nothing to report at this time.
- W9 was sent to William at Tri-County to change the name so that payments are received to the correct Business name.

**TWELFTH ORDER OF BUSINESS**                      **General Manager’s Report**

Ms. Alfano presented the General Manager’s Report, a copy of which was included in the agenda package.

**A. Pickleball Policies**

- Pickleball court hours will be 8:30 a.m. to 10:00 p.m.
- Google drive has been set up for Supervisors’ access. Ms. Harvey will maintain the files with contracts and Capital improvements. The Board will make a collective decision on what goes in the drive moving forward.

**THIRTEENTH ORDER OF BUSINESS**                      **Field Operations Manager’s Report**

The Field Operations Manager’s Report was presented, a copy of which was included in the agenda package.

On MOTION by Mr. Ashford seconded by Ms. Szafranski, with all in favor, a lawn contractor to carry the tow behind not to exceed \$1,000 was approved.

- Mr. Atwood had a discussion on dumpster replacement. The Board decided to plan on resurfacing the parking lot and not moving the dumpster or add extra concrete. This is direction to staff to get bids for parking lot paving. Ms. Alfano is waiting on County pricing; she has contacted them. The Board requested a Reserves Study be done and they do not want the previous contractor that completed the study. Ms. Harvey and Ms. Goldyn will schedule the Reserves Study to present at the March meeting.

- Mr. Atwood discussed switching from halide lighting to LED lighting at the tennis/basketball courts.

On MOTION by Mr. Nelson seconded by Ms. Szafranski, with all in favor, All Service Electric Group proposal in the amount of \$79,776 with overages not to exceed \$83,000, one court done per day, to be completed in seven days was approved.

- Mr. Atwood inspected the Splash Park slide and is requesting a structural engineer to give a scope on structural repairs. He requested a work order from the previous company, and they will not do the repairs. Ms. Szafranski stated that maintenance needs a field inspection schedule so that they can catch repairs before they become major repairs.
- The Covington fence is on the boundary between the owner’s property and the CDD property at 1390 Fleming Street. This project is pending completion contingent on the findings of ownership of the fence.

**FOURTEENTH ORDER OF BUSINESS                      Amenity Manager’s Report**

The Amenity Manager’s Report was presented, a copy of which was included in the agenda package.

- A. FIP Pool Policies**
- B. Approved Swimwear**
  - Ms. Taylor would like to change the pool closing hours back to 10:00 p.m. since that is when the security ends with their shift and that is what is in the original document to the community. The Board reviewed the FIP Pool policies and approved the swimwear.
  - Ms. Taylor requested to change the nanny pass charge for \$100 to \$60 and the Board agreed on this change.
  - Discussion ensued on designated eating areas need to stay consistent with the policy. Designated eating area should be five feet away from the pool. Additional trash cans will be added for food disposal.
  - Reviewed before and after-hours swimming, there will be no blanket access for after hours. Residents need to sign a digital waiver. Access card training has started

with the staff, and they are getting prepared to hand out cards. They will be starting neighborhood nights and need additional hours to bring in seasonal staff for additional help.

On MOTION by Mr. Ashford seconded by Mr. Glickman, with all in favor, to hire seasonal staff for additional help at an additional cost of \$250 was approved.

**FIFTEENTH ORDER OF BUSINESS                      Manager’s Report**

- Ms. Harvey has been invoicing and processing payments daily. Ms. Harvey is in communication with Ms. Alfano and vendors to ensure timely payment receipt. She is also in direct contact with several vendors building relationships and ensuring they know that she is their point of contact.
- Ms. Goldyn discussed scheduling a budget workshop in April in addition to the meeting. The date of April 9, 2025 at 6:00 p.m. was agreed upon for the workshop. Ms. Alfano will confirm the meeting location at a later date.

**SIXTEENTH ORDER OF BUSINESS                      Discussion of District Management Services**

- This item has been tabled pending the return of Ms. Buchanan.

**SEVENTEENTH ORDER OF BUSINESS                      Acceptance of the January 2025 Financial Report and Approval of January 2025 Payment Register & Invoices**

On MOTION by Mr. Ashford seconded by Mr. Glickman, with all in favor, the January 2025 Financial Report was accepted, and the January 2025 Payment Register & Invoices were approved.

**EIGHTEENTH ORDER OF BUSINESS                      Supervisors’ Requests**

- Mr. Nelson commented the cat issue can be rectified better now after reviewing the CDD rules. The CDD rules says cats cannot run free. The County says cats have free reign, but they should not be fed, and all pets must be leashed. It was recommended to send letters to whoever is not adhering to the policy. Mr. Ashford stated even thou the cat house is on private property; the debris is going on CDD property causing staff to have to clean up behind them. Ms. Alfano will send out an email blast about pet maintenance.

- Mr. Ashford would like to look into the cost to convert Village Square into a pond, noting that there is not a lot of added cost to this conversion.
- Mr. Ashford commented the fountains should be returned because they were not designed correctly. The fountains have been non-functional for five years.
- Mr. Ashford commented the meeting minutes were approved, however, there was discussion on invoicing, and this was not mentioned in the minutes and that was a major issue and needs to be corrected before the minutes for February meeting are approved. Mr. Ashford reviewed the last two previous minutes, and it is noted there were no audience comments for those meeting minute records. Moving forward all audience comments will be recorded and residents' names will be added to the minutes as well.
- Mr. Glickman referenced the Reserve Study to be added to the March agenda and Inframark will have these proposals for the March meeting for Board review. Mr. Cella gave Inframark direction to obtain proposals.
- Mr. Cella inquired what options are there for getting more shading at the pool on the roundabout area.
- Mr. Cella spoke with resident Mr. Daniels and the need to get an answer to resolve the situation. Mr. Cella has contacted the County and is awaiting their response. It was requested to add this discussion to the March meeting agenda.

**NINETEENTH ORDER OF BUSINESS**

**Adjournment**

There being no further business,

On MOTION by Mr. Ashford seconded by Mr. Glickman, with all in favor, the meeting adjourned at 10:37 p.m.

---

Secretary/Assistant Secretary

---

Chairperson/Vice Chairperson

## **Seventh Order of Business**



Dear Fleming Island Plantation Community Members,

3/14/2025

Please see our summary of treatments completed to date since our February 14th report. The ponds are in good condition overall with minimal algae and vegetation present. It's Spring time now and we are anticipating a typical seasonal increase in growth as daylight hours and water temperatures increase. Pollen is also clinging to the surface of most ponds and may look unsightly or be mistaken for an algae bloom until it dissipates. We will continue to be diligent with staying on top of any problem ponds and promptly responding to any areas of concern. Please let us know if there is anything that requires additional attention and we will make sure it's taken care of right away. We appreciate the opportunity to work for you and the homeowners of Fleming Island Plantation.

**February - March 2025 Treatments Completed to Date**

<b>Zone</b>	<b>Technician</b>	<b>Date</b>	<b>Pond #</b>	<b>Service Provided</b>
1	Kory Kines	Feb. 10th	45, 50, 51, 52	Algae, Emergent, Terrestrial
3	Luis Gallant	Feb. 21st	33, 43, 54, 55	Algae, Emergent, Underwater
9	Zachary Risher	Feb. 19th	28, 31, 32, 52	Emergent, Terrestrial
10	Eric Wood	Feb. 26th	5, 8, 9, 24	Algae
4	Drew Lagenour	Mar. 14th	4, 21, 42, 49	Algae, Underwater
6	Jordan Nelson	Mar. 13th	19, 22, 23, 26	Algae, Emergent
7	Marc Thigpen	Mar. 12th	1, 2, 3, 30	Algae, Emergent, Underwater
8	Eric Walker	Mar. 11th	27, 34	Emergent, Terrestrial
14	Brandon Ernst	Mar. 13th	29, 35, 36, 37	Algae, Emergent, Terrestrial

Respectfully,

Your Jacksonville Lake Doctors Team

**Pond 1**



**Pond 22**



**Pond 23**

Agenda Page 23

Mar 13, 2025 at 4:05:08 PM  
2260 Town Center Blvd  
Fleming Island FL 32003  
United States  
The Golf Club at Fleming Island



**Pond 25**

Feb 25, 2025 at 4:08:36 PM  
2347 Links Dr  
Fleming Island FL 32003  
United States



**Pond 33**

Agenda Page 24

Feb 25, 2025 at 5:20:57 PM  
1315 Floyd St  
Fleming Island FL 32003  
United States



**Pond 34**

Mar 13, 2025 at 4:08:19 PM  
1985 Hickory Trace Dr  
Fleming Island FL 32003  
United States



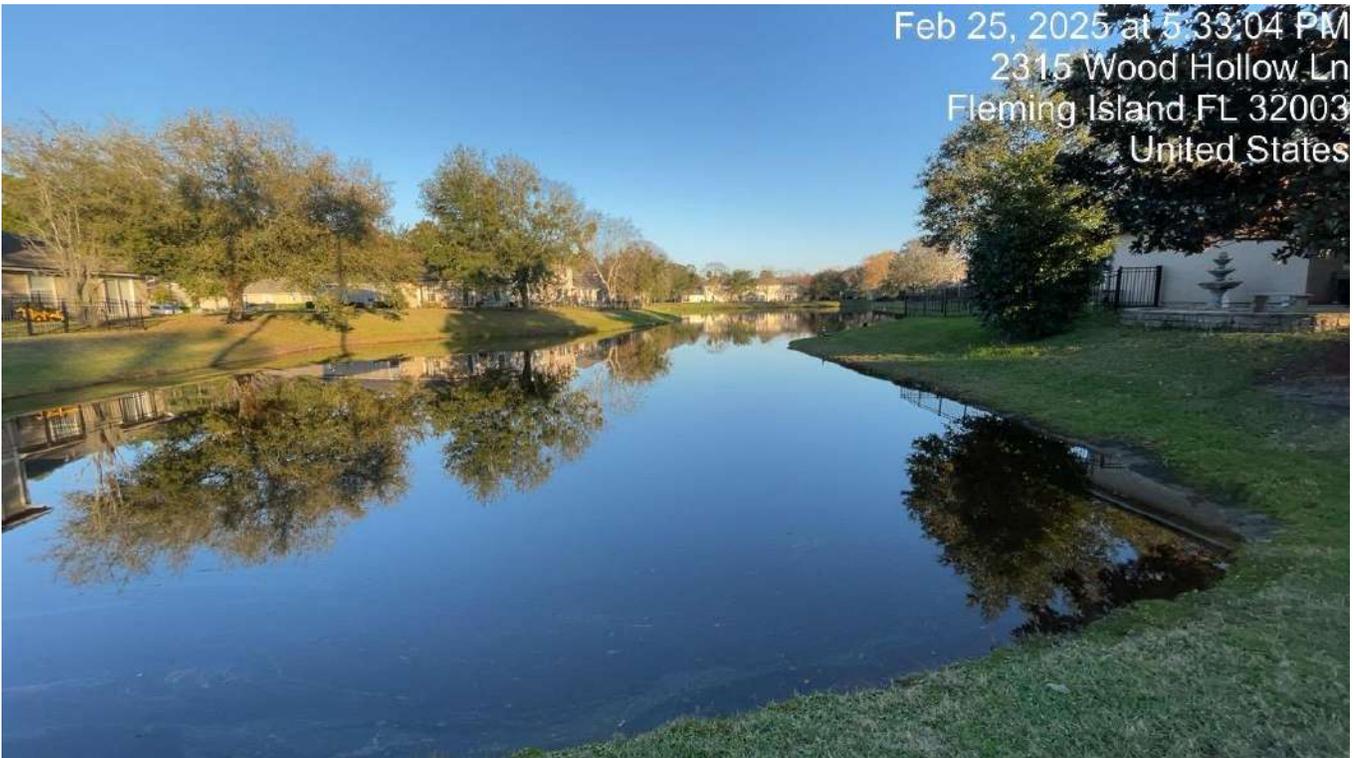
**Pond 35**

Feb 25, 2025 at 4:10:23 PM  
2336 Links Dr  
Fleming Island FL 32003  
United States



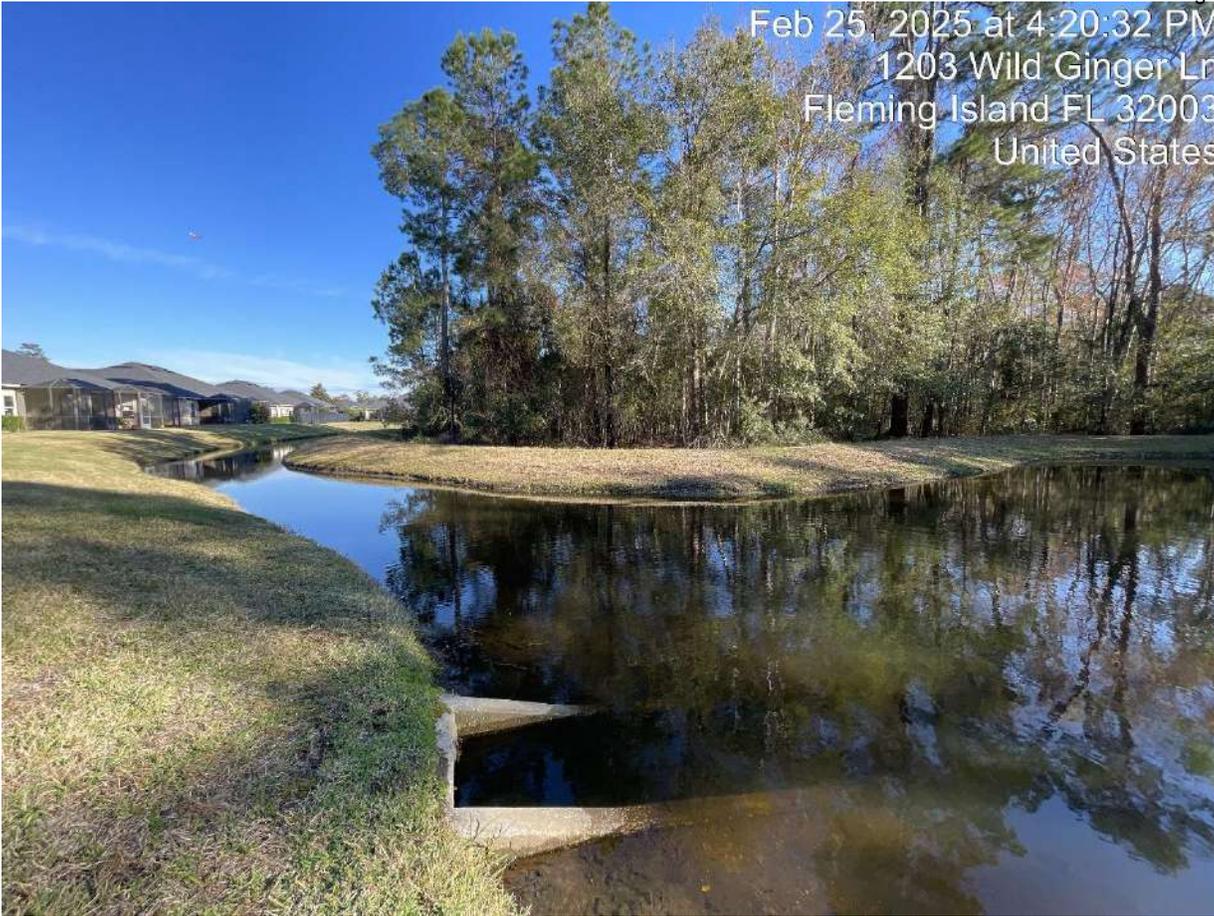
**Pond 42**

Feb 25, 2025 at 5:33:04 PM  
2315 Wood Hollow Ln  
Fleming Island FL 32003  
United States



**Pond 52**

Feb 25, 2025 at 4:20:32 PM  
1203 Wild Ginger Ln  
Fleming Island FL 32003  
United States



**Pond 54**

Feb 25, 2025 at 4:41:43 PM  
2070 Heritage Oaks Ct  
Fleming Island FL 32003  
United States



# **Eighth Order of Business**

**8A**

**AGREEMENT BETWEEN THE FLEMING ISLAND PLANTATION  
COMMUNITY DEVELOPMENT DISTRICT AND ELITE AMENITIES NE  
FLORIDA, LLC FOR AQUATICS STAFFING SERVICES**

This agreement (hereinafter "Agreement") is effective as of March   1  , 2024 by and between:

**Fleming Island Plantation Community Development District**, a local unit of special-purpose government established pursuant to Chapter 190, Florida Statutes, located in Clay County, Florida (hereinafter "District"), and

**Elite Amenities NE Florida, LLC**, a Florida limited liability company with offices located at 4116 Running Bear Lane, Suite G, St. Johns, Florida 32259 (hereinafter "Contractor").

RECITALS

1. The District is a special purpose unit of local government established pursuant to and governed by Chapter 190, Florida Statutes.
2. The District owns, operates, and maintains various recreational facilities including two aquatics centers with pool facilities, spray ground features and other facilities ("Recreation Facilities").
3. The District desires to enter into an agreement with an independent contractor to provide lifeguard staffing to the Recreation Facilities.
4. Contractor provides such services and desires to contract with the District to do so in accordance with the terms and specifications in this Agreement.
5. The District and Contractor warrant and agree that they have all right, power and authority to enter into and be bound by this Agreement.

NOW THEREFORE, in consideration of the recitals, agreements, and mutual covenants contained herein, and other good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged by the parties, the parties agree as follows:

SECTION 1. RECITALS. The recitals so stated are true and correct and by this reference are incorporated into and form a material part of this Agreement.

SECTION 2. CONTRACTOR'S OBLIGATION.

A. General Requirements. Contractor shall be responsible for all duties associated with staffing the Recreation Facilities including recruiting, hiring, training, scheduling, and supervising all personnel. Contractor shall perform

normal life-guarding duties such as monitoring pool patrons, responding to first aid situations (with courtesy and respect), enforcement of all rules, policies and procedures, and light pool area cleaning including such tasks as spraying off of deck, cleaning tile, sweeping the deck, testing of pool chemicals (three times a day), rolling and storing lap lane dividers nightly, installing lap lane dividers during opening procedures, straightening/hosing down pool furniture, wiping off tables in the designated eating areas as needed or requested, and emptying trash cans during down times. In addition, the Staff shall be responsible for the maintenance of bathroom facilities on the pool premises (consisting of replacing paper products, as needed, picking up debris, and sweeping of the bathrooms and foyers). Contractor shall at all times be responsible for proper staffing during pool hours in accordance with the seasonal schedule. Failure to provide sufficient staffing to enable the pool to open as required may result in termination of the contract.

B. Schedule. *Starfish Aquatics-certified*, YMCA or *Red Cross*-certified Lifeguard(s) shall be on duty consistent with the community's published pool operating schedule. In addition to the various staffing schedules listed in the scope of services attached hereto as **Exhibit A**, one person shall work an additional one-half hour each day devoted to opening and/or closing duties. The staffing schedules shall be outlined in the attached Exhibit A with scheduling for subsequent years to be agreed upon between the Parties. The Contractor shall at all times be responsible for proper staffing during pool hours in accordance with the seasonal schedule provided in Exhibit A. Failure to provide sufficient staffing to enable the pool to open as required may result in termination of the contract.

C. Investigation and Report of Accidents/Claims. Contractor shall promptly investigate and provide a full written report as to all accidents or claims for damage relating to the Recreation Facilities, including any damage or destruction of the property, and shall cooperate and make any and all reports required by any insurance company or the District in connection therewith. Contractor shall not file any claims with the District's insurance company without first seeking the prior consent of the District.

D. Compliance with Government Rules, Regulations, Requirements and Orders. Contractor shall take such action as necessary to comply promptly with any and all orders or conditions affecting the Recreation Facilities placed thereon by any governmental authority having jurisdiction, by the Board of Fire Underwriters, or by other similar entities, upon receipt of notice of same. To the extent such action would cause the Contractor or District to incur a material expense, Contractor shall first consult with the onsite manager prior to incurring such expense. Notwithstanding the foregoing, Contractor shall not take any action under this paragraph if the District is contesting or has affirmed its intention to contest any such order or requirement. Contractor shall promptly and in no event less than seventy-two (72) hours notify the District in writing of all such orders or conditions of which it receives notice. Costs of compliance with such orders or

conditions shall be the responsibility of the District; provided, however, that if such requirements are imposed specifically on Contractor personnel, then Contractor shall be required to bear such expense. By way of example and not limitation, costs to comply with changes in requirements for certifications of lifeguards shall be the responsibility of Contractor; costs to comply with changes in requirements for the Facility itself shall be the responsibility of the District. Recognizing that the Contractor may be in possession of information required, Contractor shall cooperate fully and in good faith with the preparation by the District for execution and filing by the District of any forms, reports and returns which may be required by law in connection with the ownership, maintenance, and operation of the District's Recreation Facilities. By way of example and not limitation, this includes renewal of permits, the filing of required forms with the Department of Health, etc. 

E. Adherence to District Rules, Regulations and Policies. Contractor's personnel shall be familiar with all District written policies and procedures and shall use its best efforts and sound professional judgment to inform persons using the Recreation Facilities, as appropriate in each situation, of the applicable rules, policies and notices as may be promulgated by the District from time to time. Contractor shall ensure that its personnel conform therewith and shall use its professional judgment to enforce said rules, policies and notices while staffing the Recreation Facilities. Contractor assures the District that all third parties will be dealt with at arm's length, and that the District's best interest will be served at all times.

F. Uniforms  The Contractor shall provide all necessary uniforms, including proper bathing suits and T-shirts. Staff shall be appropriately dressed for their duties.

G. Authority. The Contractor shall exercise its prerogatives as an independent contractor to direct and control its employees under this contract. The District may communicate its needs directly to the Contractor's employees from time to time, as the need arises, but shall normally communicate through the Contractor's staff manager and/or supervisor.

At all times during pool hours, Contractor shall ensure, to the best of its abilities, that there is always a head guard or supervisor on the pool deck that is responsible for general oversight of on-duty lifeguards, access to the pool facility and determining if there are weather conditions warranting temporary pool closure.

H. Certification and Training. All Staff shall have current certification in lifesaving, first aid and CPR from a reputable certification provider. "In-service training" shall be conducted monthly throughout the summer and cover typical lifesaving skills, emergency procedures, etc.

Contractor is required to maintain a binder at each pool facility with a current copy of each guard's certification to present to Health Inspector or Amenity Staff member at all times. No guard is to be working at either facility without documentation on site.

### SECTION 3. BILLING AND PAYMENT.

Fees: The estimated fees based on the schedule outline in the scope of services shall be paid on as worked basis and is subject to adjustment as set forth in this Agreement:

\$116,289.99 for the Amenity Center Staffing  
\$135,404.83 for the Splash Park Staffing

Payments: Hourly Lifeguard services shall be billed and compensated at the rate of \$23.03 per hour for Amenity Center Staffing and \$22.66 per hour for Splash Park Staffing. Lifeguard services for special pool functions in addition to the normal staffing schedule shall be billed at an additional rate of \$23.03 per hour for Amenity Center Staffing and \$22.66. per hour for Splash Park Staffing. Any changes made to the proposed hours will reflect in the following month's invoice at an increase or decrease rate of \$23.03 per hour of change for Amenity Center Staffing and \$22.66 per hour for Splash Park Staffing per hour of change.

The pricing set forth above, shall be consistent throughout the term of this agreement, subject to modifications in schedule due to, among other things, demand, rain days, and amendments to the pool hours. The District will notify the Contractor at least one and a half hours prior to staff's arrival on site if the Amenity Center and/or Splash Park will not be opening due to weather conditions. If notification by the District is received less than one and a half hours prior to staff's arrival on site, all staff scheduled to work that shift will be compensated for one hour of work by the District. Contractor shall keep detailed time records of all personnel and time sheets for all personnel shall be submitted to the District each month. All time worked shall be rounded up to and billed in quarter hour (15 Minute) increments. By the fifth day of each month, Contractor shall submit to the District a detailed invoice which shall be based upon the actual hours worked for the previous month. Invoices shall be payable within fifteen (15) days of receipt. Contractor shall keep detailed time records for each employee (including at which district the employee worked) and shall make individual time sheets, signed by the employee, available to the District upon request.

SECTION 4. CARE OF THE PROPERTY. Contractor shall use all due care to protect the property of the District, its residents, and landowners from damage by Contractor or its employees. Contractor agrees to repair any damage resulting from Contractor's activities and work within 24 hours.

**SECTION 5. INSURANCE.** Contractor shall, at its own expense, maintain insurance during the performance of its services under this Agreement, with limits of liability not less than the following:

Workers Compensation	statutory
General Liability	
<i>Bodily Injury (including contractual)</i>	\$1,000,000/\$2,000,000
<i>Property Damage (including contractual)</i>	\$1,000,000/\$2,000,000
Automobile Liability (if applicable)	
<i>Bodily Injury and Property Damage</i>	\$1,000,000/\$2,000,000

Contractor shall provide District with a certificate naming the District, its staff, consultants, and supervisors as additional insureds. At no time shall Contractor be without insurance in the above amounts. No policy may be canceled during the term of this Agreement without at least 30 days written notice to the District. An insurance certificate evidencing compliance with this section shall be sent to the District prior to the commencement of any performance under this contract.

A. **Investigation and Report of Accidents/Claims.** Contractor shall promptly investigate and provide a full written report as to all injuries, accidents or claims and shall cooperate and make any and all reports required by any insurance company or the District in connection therewith. Contractor shall not file any claims with the District's insurance company without first seeking the prior consent of the District.

**SECTION 6. INDEPENDENT CONTRACTOR.** Contractor and District agree that Contractor is and shall remain at all times an independent contractor and shall not in any way claim or be considered an employee of the District.

**SECTION 7. INDEMNIFICATION.** Contractor agrees to indemnify, defend, and hold harmless the District and its officers, agents, and employees from any and all liability, claims, actions, suits or demands by any person, corporation or other entity for injuries, death, property damage or of any nature, arising out of any negligent act or omission, or willful misconduct, of the Contractor or its employees or agents.

**SECTION 8. RECOVERY OF COSTS AND FEES.** In the event either party is required to enforce this Agreement or any provision hereof by court proceedings or otherwise then the prevailing party shall be entitled to recover from the non-prevailing party all fees and costs incurred, including but not limited to reasonable attorneys' fees incurred prior to or during any litigation or other dispute resolution and including fees incurred in appellate proceedings.

**SECTION 9. LIMITATIONS ON GOVERNMENTAL LIABILITY.** Nothing in this Agreement shall be deemed as a waiver of immunity or limits of liability of the District beyond any statutory limited waiver of immunity or limits of liability which may

have been adopted by the Florida Legislature in Section 768.28, Florida Statutes or other statute, and nothing in this Agreement shall inure to the benefit of any third party for the purpose of allowing any claim which would otherwise be barred under the Doctrine of Sovereign Immunity or by operation of law.

SECTION 10. NEGOTIATION AT ARM'S LENGTH. This Agreement has been negotiated fully between the parties as an arms length transaction. The Parties participated fully in the preparation of this Agreement and received the advice of counsel. In the case of a dispute concerning the interpretation of any provision of this Agreement, all Parties are deemed to have drafted, chosen and selected the language, and the doubtful language will not be interpreted or construed against any Party.

SECTION 11. ENFORCEMENT. A default by either party under this Agreement shall entitle the other party to all remedies available at law or in equity, which shall include, but not be limited to, the right of damages, injunctive relief, and specific performance.

SECTION 12. TERMINATION. The District shall have the right to terminate this Agreement upon fifteen (15) days' notice due to Contractor's failure to perform in accordance with the terms of this Agreement. Contractor shall be given 5 days upon receipt of said notice to cure the failure to the satisfaction of the District. If said failure cannot be cured within 5 days, the District, in its sole discretion, may extend the time for cure. The District shall, nonetheless, have the right to cancel this Agreement upon sixty (60) days written notice for any reason. Contractor shall have the right to cancel this Agreement upon ninety (90) days written notice to the District stating a failure of the District to perform in accordance with the terms of this Agreement. In the event either party cancels this Agreement, Contractor agrees to accept the balance due and owing to it at the effective date of cancellation for the work performed up to that date.

SECTION 13. ENTIRE AGREEMENT. This instrument shall constitute the final and complete expression of the agreement between the parties relating to the subject matter of this Agreement.

SECTION 14. AMENDMENT. Amendments to and waivers of the provisions contained in this Agreement may be made only by an instrument in writing which is executed by both of the parties hereto.

SECTION 15. AUTHORITY TO CONTRACT. The execution of this Agreement has been duly authorized by the appropriate body or official of all parties hereto, each party has complied with all the requirements of law, and each party has full power and authority to comply with the terms and provisions of this instrument.

SECTION 16. NOTICES. All notices, requests, consents, and other communications hereunder ("Notices") shall be in writing and shall be delivered, mailed by Federal Express or First-Class Mail, postage prepaid, to the parties, as follows:

1. If to Contractor: Elite Amenities NE Florida, LLC  
4116 Running Bear Lane, Suite G  
St. Johns, Florida 32259  
Attn: Eric Meyer
2. If to District: Fleming Island Plantation Community  
Development District  
210 North University Drive, Suite 702  
Coral Springs, Florida 33071  
Attn: District Manager

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

**SECTION 17. THIRD PARTY BENEFICIARIES.** This Agreement is solely for the benefit of the formal parties herein and no right or cause of action shall accrue upon or by reason hereof, to or for the benefit of any third party not a formal party hereto. Nothing in this Agreement expressed or implied is intended or shall be construed to confer upon any person or corporation other than the parties hereto any right, remedy or claim under or by reason of this Agreement or any provisions or conditions hereof; and all of the provisions, representations, covenants, and conditions herein contained shall inure to the sole benefit of and shall be binding upon the parties hereto and their respective representatives, successors, and assigns.

**SECTION 18. ASSIGNMENT.** Contractor may not assign this Agreement or any monies to become due hereunder without the prior written approval of the District. Any assignments made by Contractor without the prior written approval of the District are void.

**SECTION 19. APPLICABLE LAW AND VENUE.** This Agreement and the provisions contained herein shall be construed, interpreted, and controlled according to the laws of the State of Florida. Venue for any dispute between the Parties shall be in Clay County, Florida.

**SECTION 20. EFFECTIVENESS AND TERM.** This Agreement shall become effective as of the date of execution by the last signing party. The term of this Agreement shall begin on the date first written above and shall remain in effect for a period of twelve (12) months. This Agreement may be renewed for additional terms twelve (12) month terms. In the event that this agreement is renewed for additional terms, the parties agree to use good faith in setting the compensation for such additional term(s).

**SECTION 21. EXECUTION IN COUNTERPARTS.** This instrument may be executed in any number of counterparts, each of which, when executed and delivered, shall constitute an original, and such counterparts together shall constitute one and the

same instrument. Signature and acknowledgment pages, if any, may be detached from the counterparts and attached to a single copy of this document to physically form one document.

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

**IF THE CONTRACTOR HAS QUESTIONS REGARDING THE APPLICATION OF CHAPTER 119, *FLORIDA STATUTES*, TO THE CONTRACTOR’S DUTY TO PROVIDE PUBLIC RECORDS RELATING TO THIS CONTRACT, CONTACT THE CUSTODIAN OF PUBLIC RECORDS AT (954) 282-0081, [SANDRA.DEMARCO@INFRAMARK.COM](mailto:SANDRA.DEMARCO@INFRAMARK.COM), 210 NORTH UNIVERSITY DRIVE, SUITE 702, CORAL SPRINGS, FLORIDA, 33071.**

**SECTION 23. E-VERIFY REQUIREMENTS.** The Contractor shall comply with and perform all applicable provisions of Section 448.095, *Florida Statutes*. Accordingly, beginning January 1, 2021, to the extent required by Florida Statute, Contractor shall register with and use the United States Department of Homeland Security’s E-Verify system to verify the work authorization status of all newly hired employees. The District may terminate this Agreement immediately for cause if there is a good faith belief that the Contractor has knowingly violated Section 448.091, *Florida Statutes*.

If the Contractor anticipates entering into agreements with a subcontractor for the Work, Contractor will not enter into the subcontractor agreement without first receiving

an affidavit from the subcontractor regarding compliance with Section 448.095, *Florida Statutes*, and stating that the subcontractor does not employ, contract with, or subcontract with an unauthorized alien. Contractor shall maintain a copy of such affidavit for the duration of the agreement and provide a copy to the District upon request.

In the event that the District has a good faith belief that a subcontractor has knowingly violated Section 448.095, *Florida Statutes*, but the Contractor has otherwise complied with its obligations hereunder, the District shall promptly notify the Contractor. The Contractor agrees to immediately terminate the agreement with the subcontractor upon notice from the District. Further, absent such notification from the District, the Contractor or any subcontractor who has a good faith belief that a person or entity with which it is contracting has knowingly violated s. 448.09(1), *Florida Statutes*, shall promptly terminate its agreement with such person or entity.

By entering into this Agreement, the Contractor represents that no public employer has terminated a contract with the Contractor under Section 448.095(2)(c), *Florida Statutes*, within the year immediately preceding the date of this Agreement.

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

ATTEST:

**FLEMING ISLAND PLANTATION  
COMMUNITY DEVELOPMENT  
DISTRICT**

DocuSigned by:  
J Eggleton Davis  
8B0079BC0BD4484  
Secretary / Assistant Secretary

DocuSigned by:  
Rick Nelson  
78AFF7A8E6D9468...  
Chairperson, Board of Supervisors

**ELITE AMENITIES NE FLORIDA,  
LLC**

DocuSigned by:  
JB  
7D44171CD0764DB...  
Witness

DocuSigned by:  
Eric Meyer  
15C18D214E5140E...  
By: Eric Meyer  
Its: President  
Date: 3/27/2024, 2024

**Exhibit A: Scope of Services**

**Exhibit A**  
**Scope of Services**

**Fleming Island Plantation**

Elite Amenities Proposal for Lifeguard Staffing 2024 Season

January 11, 2024

PROGRAM PROPOSAL:

Elite Amenities NE Florida, LLC to return as the Lifeguard staffing company for Fleming Island Plantation CDD for the 2024 season.

General Description:

The Elite Amenities staff shall perform lifeguard duties as outlined by the property management team and the FIP CDD. Elite Amenities will ensure that the Fleming Island Plantation aquatics facilities are staffed at all scheduled times. All staff will be properly certified, trained, and supervised by Elite Amenities management. All staff will be official employees of Elite Amenities who will be responsible for payment of staff wages, federal & state taxes, to include worker's compensation as required by the state of Florida.

General Duties

Lifeguards are responsible for:

Ensuring the safety of all residents and guests and enforcing all posted pool rules. Keeping the pool areas clear of trash and safety hazards  
Monitoring pool patrons and activities from designated lifeguard stands and pool decks.

Providing swim tests for all residents and guests 12 and under at both locations.

Ensuring that children 12 and under have proper identification clarifying their swim level. This includes wristbands and floatation devices (when necessary).

Keeping a daily log of any incidents.

Assisting with routine pool maintenance (such as skimming and testing chlorine/pH levels).

Straightening all deck furniture in the format provided.

Locking up the slide and break room before leaving the facility.

During inclement weather, lifeguards monitor the pool and slide area from the designated break area. In the event of extreme weather, management may ask lifeguards to close the facility and clock out for the day.

Staff Supervision, Training, and Requirements:

All staff shall have current certification in lifeguarding, CPR, first aid, and AED training from the American Red Cross or comparable organization. Mandatory "in-service training" will be conducted throughout the season.

In the event of an emergency, lifeguards shall be aware of the location of the first aid kit, biohazard, AED, and emergency phone, and shall know how to handle situations with blood and bodily fluids.

Staff shall clock in and out for all shifts and shall not leave or close the pool unless approved by management.

Staff shall not use headphones while on the lifeguard stands or pool deck.

Cell Phones shall only be used on the pool deck by the on-site supervisor or headguard and only in the event of any emergency. All other staff must keep phones in the breakroom area.

Staff may not host non-resident guests on the premises at any time.

Facilities will be led by supervisors and headguards and will be monitored closely by Elite Amenities management who will be on site multiple times per week to perform staff evaluations and tend to any issues that arise.

Uniforms:

Lifeguards shall wear appropriate bathing suits, and GUARD T-shirts. Appropriate cover-ups may be worn when needed.

**Amenity Center 2024 Proposed Schedule****OPTION 2:**

Dates: March 18, 2024, through October 13, 2024

Hours:	SHIFT TIMES, (# of LIFEGUARDS)
March 18-22	10am-7pm (0)
March 25-29	10am-7pm (0)
March 23,24,30	10am-7pm (2), 11am-7pm (1)
March 31 (EASTER)	12pm-7pm (3)
April 1-5,8-10,12,15-19,22-26,29-30	3pm-7pm (3)
April 6,7,13,14,20,21,27,28	10am-7pm (2), 11am-7pm (1)
May 1-3,6-8,10,13-17,20-24	3pm-7pm (3)
May 4,5,11,18,19	10am-7pm (2), 11am-7pm (1)
May 12 (MOTHER'S DAY)	12pm-7pm (3)
May 25-31	9am-9pm (2), 10am-9pm (1)
June 1-10,12-15,17-30	9am-9pm (2), 10am-9pm (1)
June 16 (FATHER'S DAY)	12pm-9pm (3)
July 1-15,17-31	9am-9pm (2), 10am-9pm (1)
August 1-12,14-31	9am-9pm (2), 10am-9pm (1)
September 1-2	9am-9pm (2), 10am-9pm (1)
September 3-6,9-13,16,18-20,23-27,30	3pm-8pm (3)
September 7,8,14,15,21,22,28,29	10am-8pm (2), 11am-8pm (1)
October 1-4,7,9-11	10am-7pm (0)
October 5,6,12,13	10am-7pm (2), 11am-7pm (1)

Closed for maintenance on April 11, May 9, June 11, July 16, August 13, September 17, and October 8, 2024.

Opening/Closing: Head guard will report 15 minutes prior to pool opening and remain 15 minutes after pool closing for securing the area of all hazards, arranging of pool furniture setting up/closing, and testing chemistry of pool.

FEE: \$116,289.99 (5049.5 hours at \$23.03/hour)

**Splash Park 2024 Proposed Schedule**

Dates: March 9, 2024, through September 29, 2024

**OPTION 1:** Schedule remains the same as 2023 with the slide open during all operational hours.

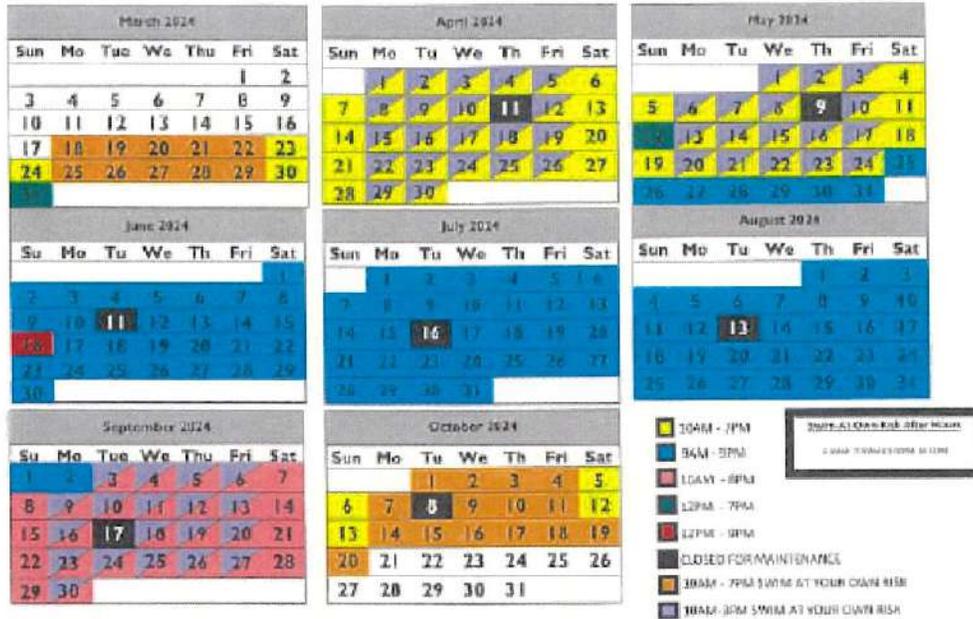
	SHIFT TIMES (# of LIFEGUARDS)
March 9-17, 23-24, 29-30	10am-7pm (4)
March 31 (EASTER)	12pm-7pm (4)
April 6-7,12-14,20-21,27-28	10am-7pm (4)
May 4-5,11,18-19	10am-7pm (4)
May 3,10,17,24	3pm-7pm (4)
May 12 (MOTHER'S DAY)	12pm-7pm (4)
May 25-31	10am-9pm (5)
June 1-3, 5-15, 17-19, 21-30	10am-9pm (5)
June 16 (FATHER'S DAY)	12pm-9pm (5)
July 1-4, 6-29, 31	10am-9pm (5)
July 5	12pm-9pm (5)
August 1-4	10am-9pm (5)
August 5-12	10am-7pm (5)
August 13-16	3pm-7pm (4)
August 17,18,24,25,31	10am-7pm (4)
September 1,2,7,8,14,15,21,22,28,29	10am-7pm (4)

Closed for maintenance on June 4, June 20, and July 30

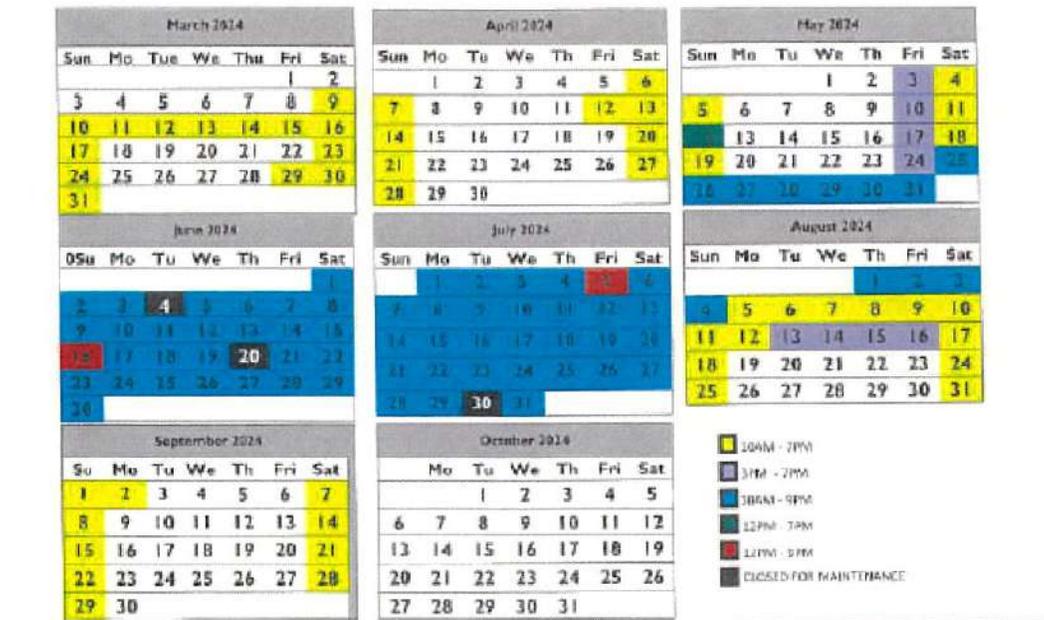
Opening/Closing: Head guard will report 15 minutes prior to pool open and remain 15 minutes after pool closing for securing the area of all hazards, arranging of pool furniture setting up/closing, testing chemistry of pool and tweeting temperature to residents.

**Fee: \$135,404.83 (\$22.66/hour)**

### 2024 Amenity Center Pool Schedule



### 2024 Splash Park Pool Schedule



# **Ninth Order of Business**



**RUPPERT**  
**L A N D S C A P E**

March 2025

**Maintenance Team:** The maintenance team is finishing mulch now by the time we have our meeting maintenance team should be complete with all mulching.

**Irrigation Team:** Our techs continue running the irrigation inspections and repairs are made as needed. We will increase watering. Techs have also completed main line repair along with a few valves.

**Annuals:** By the time we have our meeting our spring change out should be completed. Annuals will be done the week of March 17th.

**Tree Tech** -The Tree Tech team just completed the previous tree removal proposal that was discussed last meeting.

Notes: Discussion with board on which maps to use for berm improvements and discuss which plant material to use.



# RUPPERT

## LANDSCAPE

Property Name: FIP  
 Tech Name: Chad B  
 Date: 02/21/25

Clock Number: Cypress Glen  
 Water Days: T/TH/S  
 Start Time: 10:30 PM

Zone Number	Zone Type	Program A,B,C,D	Run Time	Adjusted Heads	Repairs Needed	Repairs Completed
1	S2	A	15			✓
2	S2	A	15			✓
3	R2	A,B	30	20	(1) Nozzle	✓
4	S2	A	15			✓
5	S2	A	20		(2)" Valve	✓
6	S2	A	15			✓
7	R2	A	30		(1) Rotor	✓
8	S2	A	15			✓
9	S2	A	15		(1) Nozzle	✓
10	S2	A	15			✓
11	R2	A,B	30	20		✓
12	R2	A	30		(1) Rotor	✓
13	R2	A	0			✓
14	S2	A,B	20	10		✓
15	S2	A,B	20	10	(1) 6" pop up (1) Nozzle	✓
16	S2	A	15		(1) Nozzle	✓
17	R2	A	0			✓
18	R2	A	30		(1) Rotor	✓
19	S2	A	15		(1) Nozzle	✓
20	R2	A,B	30	10✓		✓
21	S2	A	15			✓
22	R2	A	30			✓
23		A				✓
24		A				✓
25	R2	A	10		(1) Rotor	✓

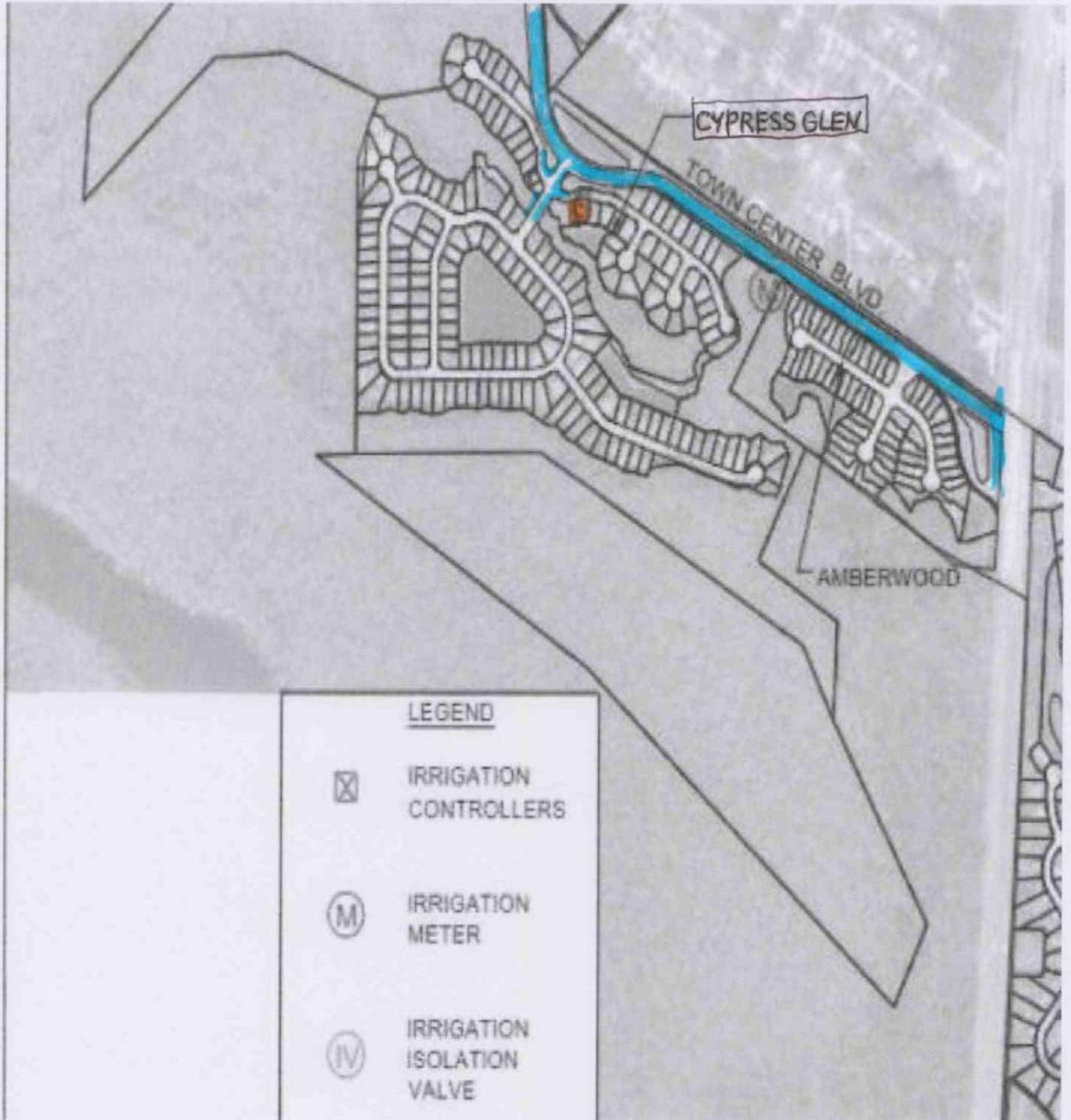
Zone Number = How many zones run on irrigation clock

Zone Type = "R" Rotor Head Zone

"S" Spray Head Zone

Run Time = How long zone runs for

# CYPRESS GLEN



● = Irrigation Clock

● = Zone that runs from clock



# WOODLANDS



● = Irrigation Clock

● = Zone that runs from clock



# RUPPERT

L A N D S C A P E

Property Name: FIP  
 Tech Name: Chad B  
 Date: 02/21/25

Clock Number: River Hills  
 Water Days: T/Th/S  
 Start Time: 10:50 PM

Zone Number	Zone Type	Program A,B,C,D	Run Time	Adjusted Heads	Repairs Needed	Repairs Completed
1	S2	A	15			✓
2	S2	A	30			✓
3	R2	A,B	15			✓
4	S2	A	30		(3) Nozzles	✓
5	S2	A	15			✓
6	S2	A	15			✓
7	S2	A	15		(2) 6" pop ups	✓
8	R2	A,B	15		(	✓
9	S2	A,B	15		(1) 6" pop up	✓
10	R2	A	30			✓
11	S2	A	15			✓
12	S2	A	15		(2) Nozzles	✓
13	S2	A	15			✓
14	S2	A,B	30			✓
15	R2	A	30			✓
16	S2	A,B	15		(1) Nozzle	✓
17	R2	A	30		(1) Rotor	✓
18	R2	A,B	15		(2) Rotors	✓
19	S2	A	15		(1) 6" pop up	✓
20	R2	A	15			✓

Zone Number = How many zones run on irrigation clock  
 Zone Type = "R" Rotor Head Zone  
                   "S" Spray Head Zone  
 Run Time = How long zone runs for

# River Hill Reserve

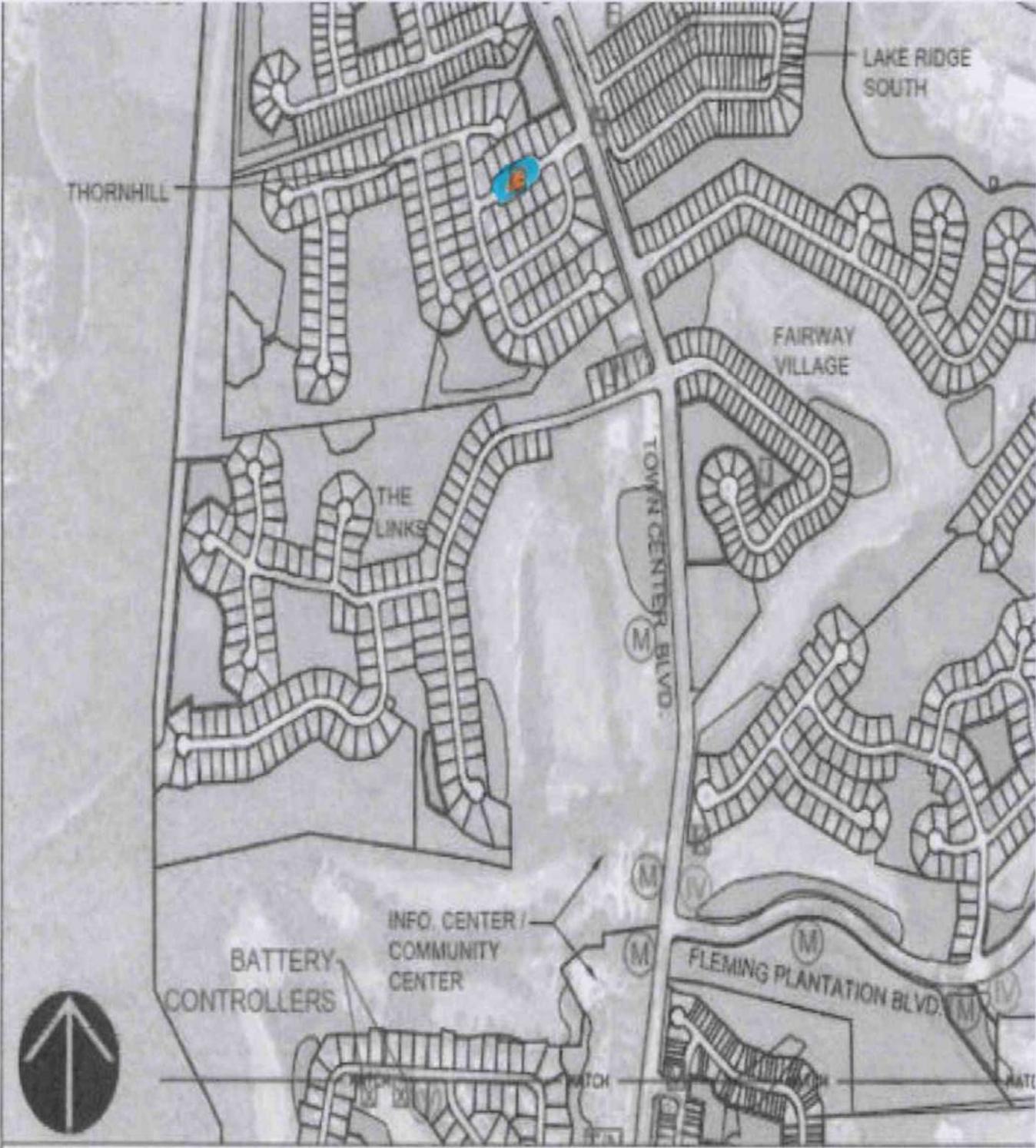


● = Irrigation Clock

● = Zone that runs from clock



# Thornhill



FLEMING ISLAND PLANTATION CDD - LANDSCAPE MAINTENANC  
 NORTH AREA - IRRIGATION METER & ISOLATION VALVE LOCAT

- = Irrigation Clock
- = Zone runs from clock

## **Eleventh Order of Business**



## PROJECT MEMORANDUM

**TO:** Fleming Island Plantation CDD Board Members  
**FROM:** PRIME AE Group, Inc. - Ryan Stilwell, PE  
**DATE:** March 18, 2025  
**RE:** March 2025 Engineer's Update

### Capital Projects

Please see enclosed package for review during the meeting.

### Capital Improvement Project Details by Requisition

Please see enclosed package for review during the meeting.

### Margarets Walk Items –

- 1904 Sentry Oak Court – We have continued to follow-up with Comcast claim adjuster with minimal response. APS has signed the contract, and they are mobilizing 3/17/2025. Engineer to update Board at the March Meeting.
- 1713 Margarets Walk Road – Repairs for the underdrain failure at the sidewalk/inlet needed. Management has contacted a contractor for proposal to repair the issue. Engineer is seeking additional bids.
- 2862 Grande Oaks Way – Repairs for the underdrain failure at the sidewalk/inlet needed. Management has contacted a contractor for proposal to repair the issue. Engineer is seeking additional bids.
- 750 River Hills Drive – Homeowner mention driveway sinking. We suspect it is an underdrain/stormwater failure. Setting up a site visit to inspect the issue and then will work with staff on proposals for repair.

### Cypress Glen –

- Cypress Glen Pond #45 – The Geotech Engineer's report from the 11/11/2024 borings were provided to the Board at the December meeting. It was determined that additional renovations were needed for the pond, and the Board decided to request bids for repairs. We have requested additional bids and anticipate receiving them before the March meeting.

End of Report

**11A.**



# **VENDOR PRICING FOR SELECTED 2021 FIP CDD CAPITAL IMPROVEMENT PROJECTS**

**PREPARED FOR BOARD OF SUPERVISORS  
FLEMING ISLAND PLANTATION  
COMMUNITY DEVELOPMENT DISTRICT  
March 18, 2024**

**PREPARED BY PROSSER, INC.  
13901 SUTTON PARK DRIVE SOUTH, STE 200  
JACKSONVILLE, FL 32224**

## APPROVED CAPITAL IMPROVEMENTS STATUS SUMMARY

- ~~ACTIVITY PAVILION - Project to be rebid during the month of December. Pricing due in 2025.~~
- **TENNIS COURT RESTROOM AND PAVILION - Pricing received during the month of March.**
- ~~PICKLEBALL COURT EXPANSION- Moving forward with construction~~
- ~~FITNESS STATION RESURFACING - Waiting on Board approval~~
- ~~SPLASH PARK VOLLEYBALL COURTS- Work Completed.~~
- ~~BLISS PRODUCTS FITNESS STATION EQUIPMENT- Tree Amigos installed drainage system and was successful during rain event. Bliss to add mulch.~~
- ~~SPLASH PARK FILTER TANKS - Work completed.~~
- ~~IAS SOUND SYSTEM AND TV'S FOR AMENITY CENTER AND SPLASH PAD~~
- ~~BLISS WADING POOL SHADE SAIL- Work Completed~~
- ~~KOMPAN PLAYGROUND- Installation finalized and final walk through and punch list completed 1.9.23. Requisition for final payment submitted.~~
- ~~BLISS SPLASH PAD SHADE SAIL- Vendor to complete work week of 2.13.23~~
- ~~SLIDE EXPERTS WATER SLIDE RESTORATION- Work complete. Final walk through and punch list completed on 11.4.22.~~
- ~~AMENITY CENTER BASKETBALL BACKBOARDS/NETS~~
- ~~BAB TENNIS COURT RESURFACING- Contract signed. Work scheduled for week of 1.23.23~~
- ~~LAP POOL ADA LIFT CHAIR- Installation finalized. Final payment requisition submitted.~~
- ~~AMENITY CENTER SPLASH PAD RESURFACING - Work to begin this month.~~
- ~~TENNIS COURT RESURFACING~~
- ~~AMENITY CENTER BACKBOARDS AND NETS- Installation scheduled for 1.13.23~~

TABLE OF CONTENTS:

FIP CAPITAL IMPROVEMENT PROJECT EXPENDITURES TO DATE.....4

<b>FIP CAPITAL IMPROVEMENT PROJECT EXPENDITURES TO DATE 11.08.24</b>		
<b>TOTAL BOND ISSUANCE FUNDS</b>	<b>\$1,949,935</b>	
<b>APPROVED PROJECTS</b>		
KOMPAN PLAYGROUND	\$328,428.00	COMPLETED
BLISS WADING POOL SHADE SAIL	\$22,550.00	COMPLETED
BLISS SPLASH PAD SHADE SAIL	\$24,477.50	COMPLETED
SLIDE EXPERTS SLIDE RESTORATION	\$55,850.00	COMPLETED
TENNIS COURT RESURFACING	\$31,500.00	COMPLETED
FITNESS STATIONS	\$37,671.00	COMPLETED
AMENITY CENTER ADA CHAIR LIFT	\$8,836.84	COMPLETED
SPLASH PAD ADA CHAIR LIFT	\$11,216.15	COMPLETED
AMENITY CENTER SPLASH PAD RESURFACING	\$39,270.00	COMPLETED
SPLASH PARK FILTER TANKS	\$130,039.72	COMPLETED
AMENITY CENTER BASKETBALL BACKBOARD/NETS	\$8,324.00	COMPLETED
IAS AMENITY CENTER AND SPLASH PAD SOUND SYSTEM AND TV'S	\$58,978.76	COMPLETED
TREE AMIGOS FITNESS STATION DRAINAGE	\$1,400.00	COMPLETED
SPLASH PARK DOUBLE VOLLEYBALL COURT	\$64,010.00	COMPLETED
PICKLEBALL COURTS (BUDGET OPINION)	\$382,480.00	ON-GOING
REMAINING AFTER APPROVED PROJECTS:	<b>\$744,903.03</b>	
<b>PROSSER REQUISITIONS</b>		
REQUISITIONS 1-136	\$237,538.20	
<b>APPROVED PROJECTS PENDING FINAL PRICING</b>		
FITNESS PAVILION (BUDGET OPINION)	\$486,000.00	
TENNIS COURT RESTROOM/PAVILION (BUDGETARY OPINION)	\$340,000.00	
<b>REMAINING LUMP SUM SERVICES</b>		
ARCHITECTURAL DESIGN FEE FITNESS PAVILION (CAPTURED IN REQUISITIONS)		
ARCHITECTURAL DESIGN FEE TENNIS COURT RESTROOM PAVILION (CAPTURED IN REQUISITIONS)		
TOTAL REMAINING:	<b>\$141,493.77</b>	

**11B.**

<b>FIPCDD 2021 Requisition Break Down</b>				
<b>Date:</b>	3/18/2025			
<b>Prossor No.</b>	109064.04			
<b>Companies/Payee</b>	<b>Project</b>	<b>Contract Amount</b>	<b>Total Invoices</b>	
<b>Construction</b>				
Kompan	Splash Park Playground	\$328,428.00	\$328,428.00	
BAB Tennis Courts	FIPCDD Tennis Resurfacing	\$31,500.00	\$31,500.00	
The Slide Experts	Paint Exterior Open Waterslide	\$55,850.00	\$55,850.00	
AquaSeal Resurfacing	FIPCDD Splash Pad Resurfacing	\$39,270.00	\$39,270.00	
Mobility Plus	FIPCDD Splash Pad Chair Lift	\$20,052.99	\$20,052.99	
Vak Pak, Inc.	Filtration Equipment Reno	\$170,527.72	\$170,527.72	
Bliss Products & Services	Wade Pool Shading & Tennis Resurface	\$45,994.96	\$45,994.96	
Integrated Access Solution	Splash Park Sound and TV Install	\$58,978.76	\$58,978.76	
Tree Amigos	Stormdrain Cleaning	\$1,400.00	\$1,400.00	
		<b>OVERALL TOTAL :</b>	\$807,852.43	
<b>Design/Permitting</b>				
Prosser	*1	FIPCDD Pickleball	\$29,650.00	\$201,990.61
	*2	FIPCDD Slide Tower	\$7,000.00	\$7,944.70
	*3	FIPCDD Fitness Pavilion	\$57,995.00	\$54,705.04
	*4	FIPCDD Splash Pad	\$5,500.00	\$5,592.15
	*3	FIPCDD Tennis Restroom	\$65,745.00	\$52,746.44
			Other Engineering Services (Since Oct. 2021) (monthly reports, coordination w/vendors & staff)	
		<b>OVERALL TOTAL :</b>		\$412,884.30

- \*1 - Hourly Construction
- \*2 - Hourly Construction
- \*3 - Still in production
- \*4 - Hourly Construction

**11C**

**REQUISITION**

**FLEMING ISLAND PLANTATION COMMUNITY DEVELOPMENT  
DISTRICT**

**SPECIAL ASSESSMENT REVENUE AND REFUNDING BOND, SERIES  
2021**

The undersigned, a Responsible Officer of Fleming Island Plantation Community Development District (the "District") hereby submits the following requisition for disbursement under and pursuant to the terms of the Master Trust Indenture from the District to Hancock Whitney Bank, New Orleans, Louisiana, as trustee (the "Trustee"), dated as of March 1, 2000 (the "Master Indenture"), as amended and supplemented by the Fifth Supplemental Trust Indenture from the District to the Trustee, dated as of June 1, 2021 (the Master Indenture as amended and supplemented is hereinafter referred to as the "Indenture") (all capitalized terms used herein shall have the meaning ascribed to such term in the Indenture):

(A) Requisition Number: 146

(B) Name of Payee: PRIME AE Group, Inc.

(C) Amount Payable: \$265.80

(D) Purpose for which paid or incurred (refer also to specific contract if amount is due and payable pursuant to a contract involving progress payments, or state Costs of Issuance, if applicable): Invoice #54015

(E) Fund, Account or subaccount from which disbursement is to be made:

Series 2021 Acquisition and Construction Account

The undersigned hereby certifies that:

obligations in the stated amount set forth above have been incurred by the District, that each disbursement set forth above is a proper charge against the Series 2021 Acquisition and Construction Account and the subaccount, if any, referenced above, that each disbursement set forth above was incurred in connection with the acquisition and construction of the 2021 Financed Project and each represents a Cost of the 2021 Financed Project, and has not previously been paid out of such account;

OR

this requisition is for Costs of Issuance payable from the Series 2021 Costs of Issuance Account that has not previously been paid out of such account.

The undersigned hereby further certifies that there has not been filed with or served upon the District notice of any lien, right to lien, or attachment upon, or claim affecting the right to receive payment of, any of the moneys payable to the Payee set forth above, which has not been released or will not be released simultaneously with the payment hereof.

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

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

**FLEMING ISLAND PLANTATION  
COMMUNITY DEVELOPMENT  
DISTRICT**

By: \_\_\_\_\_  
Responsible Officer

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

If this requisition is for a disbursement from other than the Series 2021 Costs of Issuance Account, the undersigned Consulting Engineer hereby certifies that this disbursement is for a Cost of the 2021 Financed Project and is consistent with: (i) the applicable acquisition or construction contract; (ii) the plans and specifications for the portion of the 2021 Financed Project with respect to which such disbursement is being made; and (iii) the report of the Consulting Engineer attached as an Exhibit to the Second Supplemental Indenture, as such report shall have been amended or modified on the date hereof.



Digitally signed by  
Ryan P Stilwell  
Date: 2025.03.06  
12:21:02-05'00'

\_\_\_\_\_  
Consulting Engineer



**Columbus Office**  
 8415 Pulsar Place, Suite 300, Columbus, OH 43240  
 P: 614.839.0250 F: 614.839.0251

January 31, 2025  
 Project No: P0109064.08  
 Invoice No: 54015

Fleming Island CDD  
 c/o Inframark  
 12574 Flagler Center Blvd.  
 Suite 101  
 Jacksonville, FL 32258

Project P0109064.08 FIPCDD Pickleball Courts  
**Professional Services from December 01, 2024 to December 31, 2024**

Fee and Expense Billing

**Fee**

Billing Phase	Fee	Percent Complete	Earned	Previous Fee Billing	Current Fee Billing
Task 1: Site Planning & Prelim Eng	3,750.00	100.00	3,750.00	3,750.00	0.00
Task 2: Final Eng & Constr Drawing Prep	11,400.00	100.00	11,400.00	11,400.00	0.00
Task 3: Permitting	7,000.00	100.00	7,000.00	7,000.00	0.00
Task 4A: Bidding, Award & Pre-Con Srv	2,500.00	100.00	2,500.00	2,500.00	0.00
<b>Total Fee</b>	<b>24,650.00</b>		<b>24,650.00</b>	<b>24,650.00</b>	<b>0.00</b>
<b>Total Fee</b>					<b>0.00</b>

**Reimbursable Expenses**

Printing - Reimbursable					3.30
<b>Total Reimbursables</b>			<b>1.0 times</b>		<b>3.30</b>
<b>Total this Task</b>					<b>\$3.30</b>

Task 4B: Services During Construction

**Professional Personnel**

	Hours	Rate	Amount
Engineer	1.75	150.00	262.50
Totals	1.75		262.50
<b>Total Labor</b>			<b>262.50</b>
<b>Total this Task</b>			<b>\$262.50</b>
<b>Total this Invoice</b>			<b>\$265.80</b>

**Outstanding Invoices**

Number	Date	Balance
53509	10/23/2024	581.20
53588	11/14/2024	461.00
53859	12/23/2024	984.07
<b>Total</b>		<b>2,026.27</b>

**REQUISITION**

**FLEMING ISLAND PLANTATION COMMUNITY DEVELOPMENT  
DISTRICT**

**SPECIAL ASSESSMENT REVENUE AND REFUNDING BOND, SERIES  
2021**

The undersigned, a Responsible Officer of Fleming Island Plantation Community Development District (the "District") hereby submits the following requisition for disbursement under and pursuant to the terms of the Master Trust Indenture from the District to Hancock Whitney Bank, New Orleans, Louisiana, as trustee (the "Trustee"), dated as of March 1, 2000 (the "Master Indenture"), as amended and supplemented by the Fifth Supplemental Trust Indenture from the District to the Trustee, dated as of June 1, 2021 (the Master Indenture as amended and supplemented is hereinafter referred to as the "Indenture") (all capitalized terms used herein shall have the meaning ascribed to such term in the Indenture):

(A) Requisition Number: 147

(B) Name of Payee: PRIME AE Group, Inc.

(C) Amount Payable: \$530.00

(D) Purpose for which paid or incurred (refer also to specific contract if amount is due and payable pursuant to a contract involving progress payments, or state Costs of Issuance, if applicable): Invoice #54034

(E) Fund, Account or subaccount from which disbursement is to be made:

Series 2021 Acquisition and Construction Account

The undersigned hereby certifies that:

obligations in the stated amount set forth above have been incurred by the District, that each disbursement set forth above is a proper charge against the Series 2021 Acquisition and Construction Account and the subaccount, if any, referenced above, that each disbursement set forth above was incurred in connection with the acquisition and construction of the 2021 Financed Project and each represents a Cost of the 2021 Financed Project, and has not previously been paid out of such account;

OR

this requisition is for Costs of Issuance payable from the Series 2021 Costs of Issuance Account that has not previously been paid out of such account.

The undersigned hereby further certifies that there has not been filed with or served upon the District notice of any lien, right to lien, or attachment upon, or claim affecting the right to receive payment of, any of the moneys payable to the Payee set forth above, which has not been released or will not be released simultaneously with the payment hereof.

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

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

**FLEMING ISLAND PLANTATION  
COMMUNITY DEVELOPMENT  
DISTRICT**

By: \_\_\_\_\_  
Responsible Officer

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

If this requisition is for a disbursement from other than the Series 2021 Costs of Issuance Account, the undersigned Consulting Engineer hereby certifies that this disbursement is for a Cost of the 2021 Financed Project and is consistent with: (i) the applicable acquisition or construction contract; (ii) the plans and specifications for the portion of the 2021 Financed Project with respect to which such disbursement is being made; and (iii) the report of the Consulting Engineer attached as an Exhibit to the Second Supplemental Indenture, as such report shall have been amended or modified on the date hereof.

  
Digitally signed by  
Ryan P Stilwell  
Date: 2025.03.06  
12:21:54-05'00'

---

Consulting Engineer



February 03, 2025  
 Project No: P0109064.12  
 Invoice No: 54034

Fleming Island CDD  
 c/o Inframark  
 12574 Flagler Center Blvd.  
 Suite 101  
 Jacksonville, FL 32258

Project P0109064.12 FIPCDD Tennis Restroom Pavilion

**Professional Services from December 01, 2024 to December 31, 2024**

Fee and Expense Billing

**Fee**

Billing Phase	Fee	Percent Complete	Earned	Previous Fee Billing	Current Fee Billing
Task 1: Site Planning/ Prelim Eng	3,250.00	100.00	3,250.00	3,250.00	0.00
Task 2: Final Eng & Const Drawing	16,950.00	87.00	14,746.50	14,746.50	0.00
Task 3: Permitting	7,000.00	37.00	2,590.00	2,310.00	280.00
Task 4A: Bidding/ Award & Pre-Const	2,500.00	80.00	2,000.00	1,750.00	250.00
<b>Total Fee</b>	<b>29,700.00</b>		<b>22,586.50</b>	<b>22,056.50</b>	<b>530.00</b>
<b>Total Fee</b>					<b>530.00</b>
<b>Total this Task</b>					<b>\$530.00</b>
<b>Total this Invoice</b>					<b>\$530.00</b>

**Outstanding Invoices**

Number	Date	Balance
52792	7/15/2024	2,427.20
53318	9/13/2024	15,297.56
53549	10/29/2024	750.00
53621	11/15/2024	1,113.04
53808	12/17/2024	1,135.00
<b>Total</b>		<b>20,722.80</b>

**REQUISITION**

**FLEMING ISLAND PLANTATION COMMUNITY DEVELOPMENT DISTRICT**

**SPECIAL ASSESSMENT REVENUE AND REFUNDING BOND, SERIES 2021**

The undersigned, a Responsible Officer of Fleming Island Plantation Community Development District (the "District") hereby submits the following requisition for disbursement under and pursuant to the terms of the Master Trust Indenture from the District to Hancock Whitney Bank, New Orleans, Louisiana, as trustee (the "Trustee"), dated as of March 1, 2000 (the "Master Indenture"), as amended and supplemented by the Fifth Supplemental Trust Indenture from the District to the Trustee, dated as of June 1, 2021 (the Master Indenture as amended and supplemented is hereinafter referred to as the "Indenture") (all capitalized terms used herein shall have the meaning ascribed to such term in the Indenture):

(A) Requisition Number: 149

(B) Name of Payee: Brogdon Builders, LLC

(C) Amount Payable: \$19,124.00

(D) Purpose for which paid or incurred (refer also to specific contract if amount is due and payable pursuant to a contract involving progress payments, or state Costs of Issuance, if applicable): Pay Application #4

(E) Fund, Account or subaccount from which disbursement is to be made:

Series 2021 Acquisition and Construction Account

The undersigned hereby certifies that:

obligations in the stated amount set forth above have been incurred by the District, that each disbursement set forth above is a proper charge against the Series 2021 Acquisition and Construction Account and the subaccount, if any, referenced above, that each disbursement set forth above was incurred in connection with the acquisition and construction of the 2021 Financed Project and each represents a Cost of the 2021 Financed Project, and has not previously been paid out of such account;

OR

this requisition is for Costs of Issuance payable from the Series 2021 Costs of Issuance Account that has not previously been paid out of such account.

The undersigned hereby further certifies that there has not been filed with or served upon the District notice of any lien, right to lien, or attachment upon, or claim affecting the right to receive payment of, any of the moneys payable to the Payee set forth above, which has not been released or will not be released simultaneously with the payment hereof.

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

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

**FLEMING ISLAND PLANTATION  
COMMUNITY DEVELOPMENT  
DISTRICT**

By: \_\_\_\_\_  
Responsible Officer

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

If this requisition is for a disbursement from other than the Series 2021 Costs of Issuance Account, the undersigned Consulting Engineer hereby certifies that this disbursement is for a Cost of the 2021 Financed Project and is consistent with: (i) the applicable acquisition or construction contract; (ii) the plans and specifications for the portion of the 2021 Financed Project with respect to which such disbursement is being made; and (iii) the report of the Consulting Engineer attached as an Exhibit to the Second Supplemental Indenture, as such report shall have been amended or modified on the date hereof.

 Digitally signed by  
Ryan P Stilwell  
Date: 2025.03.06  
12:23:11-05'00'

\_\_\_\_\_  
Consulting Engineer

## OWNER'S CERTIFICATE OF PARTIAL PAYMENT

Contractor (Name and Address):

**Brogdon Builders, LLC**  
 6919 Distribution Ave S Unit 4  
 Jacksonville, FL 32256

Contractor Federal I.D. No: 47-4634262

Request No: 4  
 For Period Starting: 12/20/24 Ending: 2/11/25

Project Number: \_\_\_\_\_

Project Name: Fleming Island Plantation CDD Pickleball Courts

Base Contract Calendar Days:	151
Adjusted Days by Change Order:	_____
Revised Contract Days:	_____
Elapsed Days to Date:	102
Net Days Remaining:	49
Estimated Days Ahead (+) or Behind (-):	_____

Approved Change Orders (Attach additional pages if required)			
CO#	\$ AMOUNT	CO#	\$ AMOUNT
001	\$0.00	011	\$0.00
002	\$0.00	012	\$0.00
003	\$0.00	013	\$0.00
004	\$0.00	014	\$0.00
005	\$0.00	015	\$0.00
006	\$0.00	016	\$0.00
007	\$0.00	017	\$0.00
008	\$0.00	018	\$0.00
009	\$0.00	019	\$0.00
010	\$0.00	020	\$0.00
<b>Subtotal</b>	<b>\$0.00</b>	<b>Subtotal</b>	<b>\$0.00</b>
Total Net Change Orders \$		0.00	

Original Contract Sum.....	\$ 382,480.00
Change Orders (Net).....	\$ _____
Contract Sum To Date.....	\$ 382,480.00
Completed To Date.....	\$ 382,480.00
Materials Stored.....	\$ 0.00
Total Completed & Stored.....	\$ 382,480.00
Less Retainage <u>5.00</u> %.....	\$ 0.00
<b>TOTAL.....</b>	<b>\$ 382,480.00</b>
Less Previous Certificates.....	\$ 363,356.00
Balance To Finish.....	\$ 0.00
<b>THIS CERTIFICATE PAY THIS AMOUNT</b>	<b>\$ 19,124.00</b>
<b>TOTAL PAID THIS CERTIFICATE TO MBE:</b>	<b>\$0.00</b>

**CERTIFICATION BY THE CONTRACTOR:** According to the best of my knowledge and belief, I certify that all items and amounts shown on the face of this Application are correct, that all work has been performed and material supplied in full accordance with the terms and conditions of the Contract, and that all materialmen, laborers and subcontractors, as defined in Chapter 713.01, Florida Statutes, have been paid the amounts due them out of any previous payments made to the contractor by the Owner. Further, I agree to promptly pay each materialman, laborer and subcontractor, as defined in Chapter 713.01, Florida Statutes, upon receipt of payment from the Owner, out of the amount paid to me on account of such materialman's laborer's or subcontractor's work, the amount to which said materialman, laborer and subcontractor is entitled, reflecting the percentage actually retained, if any, from payments to myself on account of such materialman's, laborer's and subcontractor's work.

CONTRACTOR [Signature] By: Clayton Brogdon  
(Contractor must sign in the presence of a Notary) (Type Name)

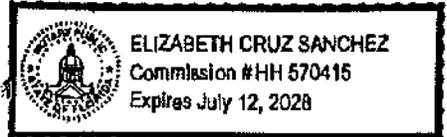
STATE OF FL  
 COUNTY OF St. Johns The foregoing instrument was acknowledged before me this 2-11-25  
(date)

by Clayton Brogdon of Brogdon Builders  
(name of officer or agent, title of officer or agent) (name of corporation acknowledging)

a FL corporation, on behalf of the corporation. He/she is personally known to me or has produced  
(state or place of incorporation)  
FL ID as identification.  
(type of identification)

[Signature]  
 Elizabeth Cruz Sanchez (Signature of Notary)  
(Name typed, printed or stamped)

Owner Signature and Date:



CONTRACTOR: Brogdon Builders, LLC

PAGE: 1 OF 1

PROJECT #: Fleming Island Plantation Pickleball Courts

Pay App 4 - retainr DATE: 2/11/2025

PROJECT NAME: Fleming Island Plantation Pickleball Courts

PROJECT MGR: Clayton Brogdon/Marc Hoffmann

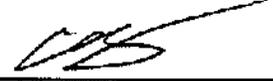
LOCATION: 2300 Town Center Blvd, Fleming Island, FL 32003

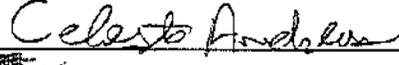
SCHEDULED SUB. COMPLETION: \_\_\_\_\_

WORK COMPLETED THIS PERIOD AS OF DATE: 2/11/2025

FUND TYPE: check

A Item Number	B Description of Work	C Scheduled Value	D, E, G				H Balance to Finish (C-G)	J, K			L Amount Payable This Period (G-I)
			D Previous Application	E This Period	G Total Completed (D+E)	G Percentage Completed (G/C)		J Previous Retainage	J Less This Period Retainage	K Total Retainage Withheld (I+J)	
1	General Conditions	52,080.00	52,080.00	0.00	52,080.00	100.00%	0.00	2,604.00	0.00	2,604.00	2,604.00
2	Courts/Fencing	166,890.00	166,890.00	0.00	166,890.00	100.00%	0.00	8,344.00	0.00	8,344.00	8,344.00
3	Concrete Sidewalks	44,800.00	44,800.00	0.00	44,800.00	100.00%	0.00	2,240.00	0.00	2,240.00	2,240.00
4	Landscaping/Tree Removal	25,760.00	25,760.00	0.00	25,760.00	100.00%	0.00	1,288.00	0.00	1,288.00	1,288.00
5	Electrical	57,120.00	57,120.00	0.00	57,120.00	100.00%	0.00	2,856.00	0.00	2,856.00	2,856.00
6	Shade/Benches/Trash	35,840.00	35,840.00	0.00	35,840.00	100.00%	0.00	1,792.00	0.00	1,792.00	1,792.00
PAGE TOTAL:		382,480.00	382,480.00	0.00	382,480.00	100.00%	0.00	19,124.00	0.00	19,124.00	19,124.00

  
 \_\_\_\_\_  
 Brogdon Builders, LLC

  
 \_\_\_\_\_  
 Architect-Engineer

\_\_\_\_\_  
 Owner

**UNCONDITIONAL WAIVER AND  
RELEASE OF LIEN UPON FINAL PAYMENT**

The undersigned lienor, in consideration of the final payment in the amount of \$19,124.00 hereby waives and releases any and all claims, liens, claims of lien, lien rights, demands, unsigned or disputed change orders, and causes of action of all kind and character for labor, services, or materials furnished to Brogdon Builders, LLC on the job of Fleming Island Plantation CDD (Owner) to the following described property:

Pickleball Courts

2300 Town Center Blvd

Fleming Island, FL 32003

Brogdon Builders, LLC

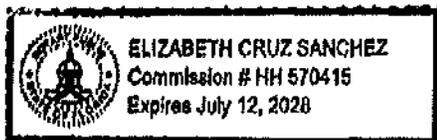
DATED this the 11th day of Feb 2025

By: [Signature]  
(Signature)

Clayton Brogdon / manager  
(Print Name and Title)

STATE OF FLORIDA }  
COUNTY OF St Johns }

Sworn to and subscribed before me this 11 day of Feb 2025,  
by Clayton Brogdon, the manager of  
Brogdon Builders, ( ) who is personally known to me or ( ) has  
produced FL ID as identification and says he/she is  
authorized to execute the forgoing waiver and release of lien on behalf of said lienor and  
that the statements contained herein are true and correct.



[Signature]  
Notary Public  
State of Florida at Large  
My Commission expires: July 12, 2028

**REQUISITION**  
**FLEMING ISLAND PLANTATION COMMUNITY DEVELOPMENT**  
**DISTRICT**  
**SPECIAL ASSESSMENT REVENUE AND REFUNDING BOND, SERIES**  
**2021**

The undersigned, a Responsible Officer of Fleming Island Plantation Community Development District (the "District") hereby submits the following requisition for disbursement under and pursuant to the terms of the Master Trust Indenture from the District to Hancock Whitney Bank, New Orleans, Louisiana, as trustee (the "Trustee"), dated as of March 1, 2000 (the "Master Indenture"), as amended and supplemented by the Fifth Supplemental Trust Indenture from the District to the Trustee, dated as of June 1, 2021 (the Master Indenture as amended and supplemented is hereinafter referred to as the "Indenture") (all capitalized terms used herein shall have the meaning ascribed to such term in the Indenture):

(A) Requisition Number: 150

(B) Name of Payee: PRIME AE Group, Inc.

(C) Amount Payable: \$799.00

(D) Purpose for which paid or incurred (refer also to specific contract if amount is due and payable pursuant to a contract involving progress payments, or state Costs of Issuance, if applicable): Invoice #54198

(E) Fund, Account or subaccount from which disbursement is to be made:

Series 2021 Acquisition and Construction Account

The undersigned hereby certifies that:

obligations in the stated amount set forth above have been incurred by the District, that each disbursement set forth above is a proper charge against the Series 2021 Acquisition and Construction Account and the subaccount, if any, referenced above, that each disbursement set forth above was incurred in connection with the acquisition and construction of the 2021 Financed Project and each represents a Cost of the 2021 Financed Project, and has not previously been paid out of such account;

OR

this requisition is for Costs of Issuance payable from the Series 2021 Costs of Issuance Account that has not previously been paid out of such account.

The undersigned hereby further certifies that there has not been filed with or served upon the District notice of any lien, right to lien, or attachment upon, or claim affecting the right to receive payment of, any of the moneys payable to the Payee set forth above, which has not been released or will not be released simultaneously with the payment hereof.

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

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

**FLEMING ISLAND PLANTATION  
COMMUNITY DEVELOPMENT  
DISTRICT**

By: \_\_\_\_\_  
Responsible Officer

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

If this requisition is for a disbursement from other than the Series 2021 Costs of Issuance Account, the undersigned Consulting Engineer hereby certifies that this disbursement is for a Cost of the 2021 Financed Project and is consistent with: (i) the applicable acquisition or construction contract; (ii) the plans and specifications for the portion of the 2021 Financed Project with respect to which such disbursement is being made; and (iii) the report of the Consulting Engineer attached as an Exhibit to the Second Supplemental Indenture, as such report shall have been amended or modified on the date hereof.

 Digitally signed by  
Ryan P Stilwell  
Date: 2025.03.11  
12:42:41-04'00'

\_\_\_\_\_  
Consulting Engineer



**Columbus Office**  
 8415 Pulsar Place, Suite 300, Columbus, OH 43240  
 P: 614.839.0250 F: 614.839.0251

February 27, 2025  
 Project No: P0109064.08  
 Invoice No: 54198

Fleming Island CDD  
 c/o Inframark  
 12574 Flagler Center Blvd.  
 Suite 101  
 Jacksonville, FL 32258

Project P0109064.08 FIPCDD Pickleball Courts  
**Professional Services from January 01, 2025 to January 31, 2025**

Fee and Expense Billing

**Fee**

Billing Phase	Fee	Percent Complete	Earned	Previous Fee Billing	Current Fee Billing
Task 1: Site Planning & Prelim Eng	3,750.00	100.00	3,750.00	3,750.00	0.00
Task 2: Final Eng & Constr Drawing Prep	11,400.00	100.00	11,400.00	11,400.00	0.00
Task 3: Permitting	7,000.00	100.00	7,000.00	7,000.00	0.00
Task 4A: Bidding, Award & Pre-Con Srv	2,500.00	100.00	2,500.00	2,500.00	0.00
<b>Total Fee</b>	<b>24,650.00</b>		<b>24,650.00</b>	<b>24,650.00</b>	<b>0.00</b>
<b>Total Fee</b>					<b>0.00</b>

**Reimbursable Expenses**

Travel - Reimbursable - Mileage				31.15	
Travel - Reimbursable- Mileage Client OV				17.85	
<b>Total Reimbursables</b>			<b>1.0 times</b>	<b>49.00</b>	<b>49.00</b>
<b>Total this Task</b>					<b>\$49.00</b>

Task 4B: Services During Construction

For services including 2 site visits and coordinate change order.

**Professional Personnel**

	Hours	Rate	Amount	
Vice President	2.00	250.00	500.00	
Sr. Construction Inspector	2.00	125.00	250.00	
Totals	4.00		750.00	
<b>Total Labor</b>				<b>750.00</b>
<b>Total this Task</b>				<b>\$750.00</b>
<b>Total this Invoice</b>				<b>\$799.00</b>

**Outstanding Invoices**

Number	Date	Balance
53588	11/14/2024	461.00
53859	12/23/2024	984.07

---

Project	P0109064.08	FIPCDD Pickleball Courts	Invoice	54198
	54015	1/31/2025		265.80
	<b>Total</b>			<b>1,710.87</b>

---

**REQUISITION**

**FLEMING ISLAND PLANTATION COMMUNITY DEVELOPMENT  
DISTRICT**

**SPECIAL ASSESSMENT REVENUE AND REFUNDING BOND, SERIES  
2021**

The undersigned, a Responsible Officer of Fleming Island Plantation Community Development District (the "District") hereby submits the following requisition for disbursement under and pursuant to the terms of the Master Trust Indenture from the District to Hancock Whitney Bank, New Orleans, Louisiana, as trustee (the "Trustee"), dated as of March 1, 2000 (the "Master Indenture"), as amended and supplemented by the Fifth Supplemental Trust Indenture from the District to the Trustee, dated as of June 1, 2021 (the Master Indenture as amended and supplemented is hereinafter referred to as the "Indenture") (all capitalized terms used herein shall have the meaning ascribed to such term in the Indenture):

(A) Requisition Number: 151

(B) Name of Payee: PRIME AE Group, Inc.

(C) Amount Payable: \$870.00

(D) Purpose for which paid or incurred (refer also to specific contract if amount is due and payable pursuant to a contract involving progress payments, or state Costs of Issuance, if applicable): Invoice #54252

(E) Fund, Account or subaccount from which disbursement is to be made:

Series 2021 Acquisition and Construction Account

The undersigned hereby certifies that:

obligations in the stated amount set forth above have been incurred by the District, that each disbursement set forth above is a proper charge against the Series 2021 Acquisition and Construction Account and the subaccount, if any, referenced above, that each disbursement set forth above was incurred in connection with the acquisition and construction of the 2021 Financed Project and each represents a Cost of the 2021 Financed Project, and has not previously been paid out of such account;

OR

this requisition is for Costs of Issuance payable from the Series 2021 Costs of Issuance Account that has not previously been paid out of such account.

The undersigned hereby further certifies that there has not been filed with or served upon the District notice of any lien, right to lien, or attachment upon, or claim affecting the right to receive payment of, any of the moneys payable to the Payee set forth above, which has not been released or will not be released simultaneously with the payment hereof.

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

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

**FLEMING ISLAND PLANTATION  
COMMUNITY DEVELOPMENT  
DISTRICT**

By: \_\_\_\_\_  
Responsible Officer

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

If this requisition is for a disbursement from other than the Series 2021 Costs of Issuance Account, the undersigned Consulting Engineer hereby certifies that this disbursement is for a Cost of the 2021 Financed Project and is consistent with: (i) the applicable acquisition or construction contract; (ii) the plans and specifications for the portion of the 2021 Financed Project with respect to which such disbursement is being made; and (iii) the report of the Consulting Engineer attached as an Exhibit to the Second Supplemental Indenture, as such report shall have been amended or modified on the date hereof.

 Digitally signed by  
Ryan P Stilwell  
Date: 2025.03.11  
23:13:10-04'00'

\_\_\_\_\_  
Consulting Engineer



**Columbus Office**  
 8415 Pulsar Place, Suite 300, Columbus, OH 43240  
 P: 614.839.0250 F: 614.839.0251

March 04, 2025  
 Project No: P0109064.04  
 Invoice No: 54252

Fleming Island CDD  
 c/o Inframark  
 12574 Flagler Center Blvd.  
 Suite 101  
 Jacksonville, FL 32258

Project P0109064.04 Fleming Isl. Plantation CDD

**Professional Services from January 01, 2025 to January 31, 2025**

Capital Project Feasibility

For services including monthly report for project updates and process requisitions.

**Professional Personnel**

	<b>Hours</b>	<b>Rate</b>	<b>Amount</b>	
Clerical/Admin Asst/Technician	2.00	95.00	190.00	
Vice President	2.00	250.00	500.00	
Sr. Planner/Sr L.A./Sr. Graphic Arts	1.00	180.00	180.00	
Totals	5.00		870.00	
<b>Total Labor</b>				<b>870.00</b>
		<b>Total this Task</b>		<b>\$870.00</b>
		<b>Total this Invoice</b>		<b>\$870.00</b>

**REQUISITION**

**FLEMING ISLAND PLANTATION COMMUNITY DEVELOPMENT DISTRICT**

**SPECIAL ASSESSMENT REVENUE AND REFUNDING BOND, SERIES 2021**

The undersigned, a Responsible Officer of Fleming Island Plantation Community Development District (the "District") hereby submits the following requisition for disbursement under and pursuant to the terms of the Master Trust Indenture from the District to Hancock Whitney Bank, New Orleans, Louisiana, as trustee (the "Trustee"), dated as of March 1, 2000 (the "Master Indenture"), as amended and supplemented by the Fifth Supplemental Trust Indenture from the District to the Trustee, dated as of June 1, 2021 (the Master Indenture as amended and supplemented is hereinafter referred to as the "Indenture") (all capitalized terms used herein shall have the meaning ascribed to such term in the Indenture):

(A) Requisition Number: 152

(B) Name of Payee: PRIME AE Group, Inc.

(C) Amount Payable: \$414.95

(D) Purpose for which paid or incurred (refer also to specific contract if amount is due and payable pursuant to a contract involving progress payments, or state Costs of Issuance, if applicable): Invoice #54200

(E) Fund, Account or subaccount from which disbursement is to be made:

Series 2021 Acquisition and Construction Account

The undersigned hereby certifies that:

obligations in the stated amount set forth above have been incurred by the District, that each disbursement set forth above is a proper charge against the Series 2021 Acquisition and Construction Account and the subaccount, if any, referenced above, that each disbursement set forth above was incurred in connection with the acquisition and construction of the 2021 Financed Project and each represents a Cost of the 2021 Financed Project, and has not previously been paid out of such account;

OR

this requisition is for Costs of Issuance payable from the Series 2021 Costs of Issuance Account that has not previously been paid out of such account.

The undersigned hereby further certifies that there has not been filed with or served upon the District notice of any lien, right to lien, or attachment upon, or claim affecting the right to receive payment of, any of the moneys payable to the Payee set forth above, which has not been released or will not be released simultaneously with the payment hereof.

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

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

**FLEMING ISLAND PLANTATION  
COMMUNITY DEVELOPMENT  
DISTRICT**

By: \_\_\_\_\_  
Responsible Officer

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

If this requisition is for a disbursement from other than the Series 2021 Costs of Issuance Account, the undersigned Consulting Engineer hereby certifies that this disbursement is for a Cost of the 2021 Financed Project and is consistent with: (i) the applicable acquisition or construction contract; (ii) the plans and specifications for the portion of the 2021 Financed Project with respect to which such disbursement is being made; and (iii) the report of the Consulting Engineer attached as an Exhibit to the Second Supplemental Indenture, as such report shall have been amended or modified on the date hereof.



Digitally signed by  
Ryan P Stilwell  
Date: 2025.03.17  
07:31:32-04'00'

\_\_\_\_\_  
Consulting Engineer



**Columbus Office**  
 8415 Pulsar Place, Suite 300, Columbus, OH 43240  
 P: 614.839.0250 F: 614.839.0251

February 27, 2025  
 Project No: P0109064.12  
 Invoice No: 54200

Fleming Island CDD  
 c/o Inframark  
 12574 Flagler Center Blvd.  
 Suite 101  
 Jacksonville, FL 32258

Project P0109064.12 FIPCDD Tennis Restroom Pavilion

**Professional Services from January 01, 2025 to January 31, 2025**

Fee and Expense Billing

**Fee**

Billing Phase	Fee	Percent Complete	Earned	Previous Fee Billing	Current Fee Billing
Task 1: Site Planning/ Prelim Eng	3,250.00	100.00	3,250.00	3,250.00	0.00
Task 2: Final Eng & Const Drawing	16,950.00	87.00	14,746.50	14,746.50	0.00
Task 3: Permitting	7,000.00	40.00	2,800.00	2,590.00	210.00
Task 4A: Bidding/ Award & Pre-Const	2,500.00	85.00	2,125.00	2,000.00	125.00
<b>Total Fee</b>	<b>29,700.00</b>		<b>22,921.50</b>	<b>22,586.50</b>	<b>335.00</b>
		<b>Total Fee</b>			<b>335.00</b>

**Reimbursable Expenses**

Printing - Reimbursable				69.52	
<b>Total Reimbursables</b>			<b>1.15 times</b>	<b>69.52</b>	<b>79.95</b>
			<b>Total this Task</b>		<b>\$414.95</b>
			<b>Total this Invoice</b>		<b>\$414.95</b>

**Outstanding Invoices**

Number	Date	Balance
53621	11/15/2024	1,113.04
53808	12/17/2024	1,135.00
54034	2/3/2025	530.00
<b>Total</b>		<b>2,778.04</b>

**11D**

**REQUISITION**

**FLEMING ISLAND PLANTATION COMMUNITY DEVELOPMENT  
DISTRICT**

**SPECIAL ASSESSMENT REVENUE AND REFUNDING BOND, SERIES  
2021**

The undersigned, a Responsible Officer of Fleming Island Plantation Community Development District (the "District") hereby submits the following requisition for disbursement under and pursuant to the terms of the Master Trust Indenture from the District to Hancock Whitney Bank, New Orleans, Louisiana, as trustee (the "Trustee"), dated as of March 1, 2000 (the "Master Indenture"), as amended and supplemented by the Fifth Supplemental Trust Indenture from the District to the Trustee, dated as of June 1, 2021 (the Master Indenture as amended and supplemented is hereinafter referred to as the "Indenture") (all capitalized terms used herein shall have the meaning ascribed to such term in the Indenture):

(A) Requisition Number: 148

(B) Name of Payee: Brogdon Builders, LLC

(C) Amount Payable: \$108,756.00

(D) Purpose for which paid or incurred (refer also to specific contract if amount is due and payable pursuant to a contract involving progress payments, or state Costs of Issuance, if applicable): Pay Application #3

(E) Fund, Account or subaccount from which disbursement is to be made:

Series 2021 Acquisition and Construction Account

The undersigned hereby certifies that:

obligations in the stated amount set forth above have been incurred by the District, that each disbursement set forth above is a proper charge against the Series 2021 Acquisition and Construction Account and the subaccount, if any, referenced above, that each disbursement set forth above was incurred in connection with the acquisition and construction of the 2021 Financed Project and each represents a Cost of the 2021 Financed Project, and has not previously been paid out of such account;

OR

this requisition is for Costs of Issuance payable from the Series 2021 Costs of Issuance Account that has not previously been paid out of such account.



## OWNER'S CERTIFICATE OF PARTIAL PAYMENT

Contractor (Name and Address):  
**Brogdon Builders, LLC**  
 6919 Distribution Ave S Unit 4  
 Jacksonville, FL 32256  
 Contractor Federal I.D. No: **47-4634262**

Request No: 3  
 For Period Starting: 12/20/24 Ending: 2/11/25  
 Project Number: \_\_\_\_\_  
 Project Name: Fleming Island Plantation CDD Pickleball Courts

Base Contract Calendar Days:	151
Adjusted Days by Change Order:	_____
Revised Contract Days:	_____
Elapsed Days to Date:	102
Net Days Remaining:	49
Estimated Days Ahead (+) or Behind (-):	_____

Approved Change Orders (Attach additional pages if required)			
CO#	\$ AMOUNT	CO#	\$ AMOUNT
001	\$0.00	011	\$0.00
002	\$0.00	012	\$0.00
003	\$0.00	013	\$0.00
004	\$0.00	014	\$0.00
005	\$0.00	015	\$0.00
006	\$0.00	016	\$0.00
007	\$0.00	017	\$0.00
008	\$0.00	018	\$0.00
009	\$0.00	019	\$0.00
010	\$0.00	020	\$0.00
<b>Subtotal</b>	<b>\$0.00</b>	<b>Subtotal</b>	<b>\$0.00</b>
<b>Total Net Change Orders \$</b>		<b>0.00</b>	

Original Contract Sum.....	\$ 382,480.00
Change Orders (Net).....	\$ _____
Contract Sum To Date.....	\$ 382,480.00
Completed To Date.....	\$ 382,480.00
Materials Stored.....	\$ 0.00
Total Completed & Stored.....	\$ 382,480.00
Less Retainage <u>8.00</u> %..	\$ 19,124.00
<b>TOTAL.....</b>	<b>\$ 363,356.00</b>
Less Previous Certificates.....	254,600.00
Balance To Finish.....	\$ 0.00
<b>THIS CERTIFICATE PAY THIS AMOUNT</b>	<b>\$ 108,756.00</b>
<b>TOTAL PAID THIS CERTIFICATE TO MBE:</b>	<b>\$0.00</b>

**CERTIFICATION BY THE CONTRACTOR:** According to the best of my knowledge and belief, I certify that all items and amounts shown on the face of this Application are correct, that all work has been performed and material supplied in full accordance with the terms and conditions of the Contract, and that all materialmen, laborers and subcontractors, as defined in Chapter 713.01, Florida Statutes, have been paid the amounts due them out of any previous payments made to the contractor by the Owner. Further, I agree to promptly pay each materialman, laborer and subcontractor, as defined in Chapter 713.01, Florida Statutes, upon receipt of payment from the Owner, out of the amount paid to me on account of such materialman's laborer's or subcontractor's work, the amount to which said materialman, laborer and subcontractor is entitled, reflecting the percentage actually retained, if any, from payments to myself on account of such materialman's, laborer's and subcontractor's work.

CONTRACTOR  By: Clayton Brogdon  
(Contractor must sign in the presence of a Notary) (Type Name)

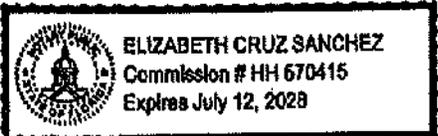
STATE OF FL  
 COUNTY OF St Johns The foregoing instrument was acknowledged before me this 2-11-25  
(date)

by Clayton Brogdon of BROGDON BUILDERS  
(name of officer or agent, title of officer or agent) (name of corporation acknowledging)

a FL corporation, on behalf of the corporation. He/she is personally known to me or has produced  
(state or place of incorporation)  
FL ID as identification.  
(type of identification)

(Signature of Notary)  
 Elizabeth Cruz Sanchez (Name typed printed or stamped)

Owner Signature and Date:



CONTRACTOR: Brogdon Builders, LLC

PAGE: 1 OF 1

PROJECT #: Fleming Island Plantation Pickleball Courts

Pay App 3 DATE: 2/11/2025

PROJECT NAME: Fleming Island Plantation Pickleball Courts

PROJECT MGR: Clayton Brogdon/Marc Hoffmann

LOCATION: 2300 Town Center Blvd, Fleming Island, FL 32063

SCHEDULED SUB. COMPLETION: \_\_\_\_\_

WORK COMPLETED THIS PERIOD AS OF DATE: 2/11/2025

FUND TYPE: ACH

A Item Number	B Description of Work	C Scheduled Value	D Previous Application	E This Period	G Work Completed		H Balance to Finish (C-G)	J Retainage (5%)			L Amount Payable This Period (G-I)
					F Total Completed (D+E)	I Percentage Completed (G/F)		Previous Retainage	Less This Period Retainage	Total Retainage Withheld (I+J)	
1	General Conditions	52,060.00	33,880.00	18,200.00	52,060.00	100.00%	0.00	1,894.00	910.00	2,804.00	17,290.00
2	Courts/Fencing	168,880.00	121,800.00	45,080.00	168,880.00	100.00%	0.00	8,090.00	2,254.00	8,344.00	42,825.00
3	Concrete Sidewalks	44,800.00	44,800.00		44,800.00	100.00%	0.00	2,240.00	0.00	2,240.00	
4	Landscaping/Tree Removal	25,760.00	8,960.00	16,800.00	25,760.00	100.00%	0.00	448.00	840.00	1,288.00	15,960.00
5	Electrical	57,120.00	28,560.00	28,560.00	57,120.00	100.00%	0.00	1,428.00	1,428.00	2,856.00	27,132.00
6	Shade/Benches/Trash	35,640.00	30,000.00	5,840.00	35,840.00	100.00%	0.00	1,500.00	292.00	1,792.00	5,548.00
PAGE TOTAL:		382,480.00	268,000.00	114,480.00	382,480.00	100.00%	0.00	13,400.00	5,724.00	19,124.00	108,756.00

  
 \_\_\_\_\_  
 Brogdon Builders, LLC

  
 \_\_\_\_\_  
 Architect  
 Engineer

\_\_\_\_\_  
 Owner

**UNCONDITIONAL WAIVER AND RELEASE  
UPON PROGRESS PAYMENT**

STATE OF FLORIDA )  
COUNTY OF St. Johns )

The undersigned, in consideration of the sum of \$108,756.00 hereby waives and releases any and all claims, liens, claims of lien, lien rights, demands, unsigned or disputed change orders, and causes of action of all kind and character in any way related to the below referenced project for labor, services, or materials furnish 2-11-25 to Brogdon Builders, LLC on the job of Fleming Island Plantation CDD to the following property:

Fleming Island Plantation CDD  
Pickleball Courts  
2300 Town Center Blvd  
Fleming Island, FL 32003

This waiver and release does not cover any earned but unpaid retainage nor any amounts due for labor, services, or materials furnished after the date specified.

Dated this 11 day of Feb, 2025.

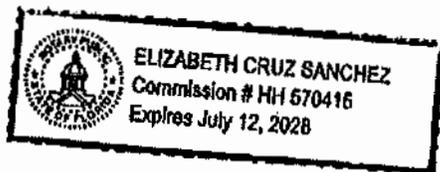
**LIENOR'S NAME HERE**

[Signature]

By: Clayton Brogdon

Its: Manager

Sworn to and subscribed before me this 11 day of Feb, 2025, by Clayton Brogdon, the Manager of Brogdon Builders,  who is personally known to me or  has produced FL ID as identification and says he/she is authorized to execute the forgoing waiver and release of lien on behalf of said lienor and that the statements contained herein are true and correct.



[Signature]

Notary Public  
State of Florida at Large  
My Commission expires: July 12, 2028

**11E**

**FLEMING ISLAND PLANTATION COMMUNITY DEVELOPMENT DISTRICT  
REQUEST FOR PROPOSALS FOR TENNIS RESTROOM PAVILION PROJECT  
PART II. PROPOSAL FORM – (A) GENERAL INFORMATION**

**1. Proposer General Information**

Proposer Name Hoffman Commercial Construction, LLC

Street Address 6919 Distribution Ave S. STE #5

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

City Jacksonville State FL Zip Code 32256

Telephone 904-759-3211 Fax no. \_\_\_\_\_

Internet Address www.hoffmancommercial.com

1st Contact Name Paul Hoffman Title President

Contact Telephone phoffman@hoffmancommercial.com E-Mail Address \_\_\_\_\_

2nd Contact Name Patrick Kennedy Title Supt

Contact Telephone 904-582-2836 E-Mail Address pkennedy@hoffmancommercial.com

Parent Company Name (if any) NA

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

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

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

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

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

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

**(Attach a chart showing ownership structure of Proposer.)**



## **HOFFMAN OWNERSHIP CHART**

2/13/2025

**PAUL HOFFMAN OWNS 100% OF HOFFMAN COMMERCIAL CONSTRUCTION, LLC**

2. **List the location of Proposer's office that would oversee the work.**

Street Address 6919 Distribution Ave S. STE #5

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

City Jacksonville State FL Zip Code 32256

Telephone 904-759-3211 Fax No. \_\_\_\_\_

1<sup>st</sup> Contact Name Paul Hoffman Title President

2<sup>nd</sup> Contact Name Patrick Kennedy Title Supt

3. **Company Standing**

Proposer's form of entity: LLC  
(e.g., individual, corporation, partnership, limited liability company, etc.)

In what State was the Proposer organized? FL

Date 3/16/2016 Charter Number (if applicable) L16000057188

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

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

\_\_\_\_\_

\_\_\_\_\_

Is the Proposer registered with the State of Florida, Division of Corporations and authorized to do business in Clay County and the State of Florida?

Yes  No

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

\_\_\_\_\_

\_\_\_\_\_

4. **Licensure**

Please list all applicable state and federal licenses or registrations, including but not limited to those for the State of Florida and Clay County:

CGC 1514994

---

Clay County Registered Contractor

---

SJC Registered Contractor

---

Duval County Registered Contractor

---



---



---



---



---



---



---

For each registration or license, provide the following information:

Type of registration (e.g., certified general contractor, certified electrical contractor, etc.)

Certified General Contractor

License No. CGC 1514994 Expiration Date 08/30/2026

Qualifying Individual Paul Hoffman Title President

List company(ies) currently qualified under this license Hoffman Commercial Construction, LLC

Is the registration or license in good standing? Yes  No

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

(Attach photocopies of each listed license or registration, and additional sheets as necessary.)

**PART II. PROPOSAL FORM – (B) PERSONNEL & EQUIPMENT  
CORPORATE OFFICERS**

**(Attach additional sheets if necessary)**

Company Name Hoffman Commercial Construction, LLC

Date 11/11/24

Provide the following information for Officers of the Proposer and parent company, if any. Attach resumes for all such individuals.

NAME OF PROPOSER	POSITION OR TITLE	CORPORATE RESPONSIBILITIES	INDIVIDUAL'S RESIDENCE CITY, STATE
Paul Hoffman	President / PM	President	ST. Augustine
<b>FOR PARENT COMPANY (if applicable)</b>			

**PART II. PROPOSAL FORM – (B) PERSONNEL & EQUIPMENT  
OTHER SUPERVISORY PERSONNEL  
(Attach additional sheets if necessary)**

Company Name Hoffman Commercial Construction LLC Date 11/11/24  
 Provide information for key management and supervisory personnel of the Proposer for both administration as well as operations. Attach resumes for all such individuals.

INDIVIDUAL'S NAME	PRESENT TITLE	DESCRIPTION OF DIRECT JOB RESPONSIBILITIES	YEARS OF EXPERIENCE IN PRESENT POSITION	TOTAL YEARS OF RELATED EXPERIENCE
Paul Hoffman	President	Project Manager	8 years	38 years
Patrick Kennedy	Supt	Supt	8 years	17 years



**PART II. PROPOSAL FORM – (B) PERSONNEL & EQUIPMENT**

1. *For each manager, supervisor and key person who will be directly working on and/or responsible for the Project, please provide the following information:*

Name: Paul Hoffman

Title: President / PM

Office Location: 6919 Distribution Ave Jacksonville

Corporation Responsibilities: President / PM

Years in Current Position: 8 years

Proposed Role for the Project: Project Manager

% of Time to Be Devoted to Project: 25%

Provide the following information for at LEAST THREE projects similar to the Project where the manager / supervisor / key personnel were involved.

*Project 1*

Project Name / Location: Nassau County Sheriff Training Facility Shooting Range

Time Period of Project: July 2021 to February 2022

Description of Project: Large Shooting range pavilions and three free standing  
bathrooms buildings.

Role of Manager / Supervisor / Key Personnel: PM

Reference Contact: Director Robin Patterson 904-548-4068

Contact Phone/E-Mail: rpatterson@nassauso.com

*Project 2*

Project Name / Location: Hammock Oaks Amenity Center SJC

Time Period of Project: August 2021 to May 2022

Description of Project: New Amenity and Activity Center.

Includes gang bathrooms and meeting rooms.

Role of Manager / Supervisor / Key Personnel: PM

Reference Contact: James Shonkwiler

Contact Phone/E-Mail: 407-432-9512

*Project 3*

Project Name / Location: Pine Ridge Amenity Upgrades - Clay Co. CDD

Time Period of Project: October 2022 to February 2023

Description of Project: New sports courts with Pavilions, CCD work,

Role of Manager / Supervisor / Key Personnel: PM

Reference Contact: Maria

Contact Phone/E-Mail: 904-572-8107

**(Attach resume, and use additional sheets as appropriate.)**





## Paul Hoffman, Project Manager

Hoffman Commercial Construction, LLC

6919 Distribution Ave, Unit #5

Jacksonville, Florida 32256

(904) 759-3211

[phoffman@hoffmancommercial.com](mailto:phoffman@hoffmancommercial.com)

[www.hoffmancommercial.com](http://www.hoffmancommercial.com)

Florida CGC 1514994

Georgia GCC 002754

### *"Hoffman Commercial Construction: The Better Building Experience"*

#### Summary

Paul Hoffman will be the Project Manager for the Fleming Island Tennis Pavilion Restroom project. He has more than 32 years of construction project management experience on commercial projects in Jacksonville.

In 2016, Paul Hoffman started Hoffman Commercial Construction on solid experience. During 27 years with Auld & White Constructors as a V.P. and principal, Paul was involved with more than 200 projects totaling \$340M+. He has successfully completed projects of all types, including restaurants, fast food, fitness, retail, institutional, tenant build-out, healthcare, educational, distribution centers and industrial. Paul is experienced in delivering projects via design-build, construction management and traditional design-bid-build. Here is a list of some of the projects he has managed over his 32-year career in Jacksonville.

#### Personal Work History

- Palencia Pickleball Courts, St. Augustine, Four new courts behind fitness center. \$465,737
- Current starting New Pickleball Courts for Fleming Island with Prosser Engineering. Waiting on contract and permits. Project to include four new pickleball courts.
- Pine Ridge Amenity Improvements. Clay Co. New BB and Tennis/pickleball courts, parking lot and splash pad. \$1,734,809.
- Hammock Oaks Clubhouse and Pool, SR 16A, SJC New clubhouse, Fitness Center and Pool, \$1,832,942
- Arbor Mill of Mill Creek Amenity Center, St. Augustine, Pool, Tennis court and Amenity Center, \$710,000, Kurt Jensen, Architect.
- Nocatee Sports Complex, Pickleball courts, volleyball courts, Fencing and court lighting. \$248,000.
- Northeast Florida Regional Airport at St. Augustine, Airport Terminal Entrance Canopy and Parking Kiosk Canopy, \$300,000, Structures International.
- Jinko Solar Manufacturing Plant, Cecil Field, Jacksonville. New \$16 Million solar panel manufacturing plant.
- Sheraton Hotel Fitness Expansion, Deerwood Park Blvd, Jacksonville, \$542,000 fitness center and pool remodel.
- Good News Church, World Golf Village, New Construction, \$3 Million, Kasper Architecture, March 2016
- Celestina Amenity Center, St. Johns., New Construction, \$8 Million, Basham & Lucas, December 2015.
- Jacksonville Humane Society Phase I addition, New Construction, \$1.5 Million, Bacon Group Architecture, May 2016.

#### Education

**Georgia Institute of Technology** – Bachelor's degree, Civil Engineering

**Nova Southeastern University** – Master of Business Administration (MBA)

#### Professional & Community Involvement

Associated Builders & Contractors - First Coast Chapter

- Past Chairman / Member Board of Directors

AIA Jacksonville



4. *Provide a list of all Subcontractors / Suppliers that will be hired by Proposer for the Project.*

Name of Subcontractor / Supplier	Contact / Phone # / E-Mail Address	Role in Project (State whether subcontractor/supplier will be involved in the work being performed)	Total Value of Goods or Services Anticipated to Be Provided
Noble Construction Group	Vance Noble 904-885-2523 vance@nobleconstgroup.com	Framing and Carpentry	\$68,000
Capital Concrete and Masonry	Paul Rivers 904-557-4910 pau@ccmsjax.com	Concrete & Masonry	\$36,000
DL Plumbing	Dan Leverette 904-466-4119 dan.leverette@l-bro.biz	Plumbing	\$25,000
Colonial Electrical	Blane Jeffords 904-509-5133 bcjeffords@bellwouth.net	Electrical	\$59,000

(Attach additional sheets as necessary.)

5. ***For each Subcontractor / Supplier that will provide goods or services in excess of \$25,000 for the Project, provide the following information:***

Name: Noble Construction Group

Title: President

Contact: Vance Noble

Contact Phone/E-Mail: 904-885-2523 / vance@nobleconstgroup.com

Office Location: Jacksonville

Shipment Location (for Suppliers): Jacksonville

Years in Business: 23 years

Proposed Role for the Project: Framings and carpentry subcontractor

Trim work

Is the Subcontractor/Supplier registered with the State of Florida, Division of Corporations and authorized to do business in Clay County and the State of Florida? Yes  No  If no, explain: \_\_\_\_\_

Does the Subcontractor/Supplier have all applicable business licenses in good standing? Yes  No

Please list the licenses: \_\_\_\_\_

Provide the following information for at LEAST THREE projects similar to the Project where the Subcontractor/Supplier was involved:

*Project 1*

Project Name / Location: Nassau Co Sheriff's Training Facility

Time Period of Project: July 2021 to Feb 2022

Description of Project: Wood framed Pavilions and bathroom buildings for the NCSO shooting range

Role of Subcontractor/Supplier: Framing sub / carpentry

Total Value of Contract to Subcontractor/Supplier: \$220,000

Reference Contact: Robin Patterson

Contact Phone/E-Mail: 904-548-4068

*Project 2*

Project Name / Location: Hammock Oaks Amenity Center SJC

Time Period of Project: August 2021 to May 2022

Description of Project: Wood framed Amenity Center 5,000 SF

Role of Subcontractor/Supplier: Framer and carpentry subcontractor

Total Value of Contract to Subcontractor/Supplier: \$320,000

Reference Contact: Alex Underwood

Contact Phone/E-Mail: 904-571-9213

*Project 3*

Project Name / Location: Mill Cover Bathroom and Pool Pavilion

Time Period of Project: 2019-2020

Description of Project: New Pool pavilion and bathrooms for new pool.

Role of Subcontractor/Supplier: Framing sub

Total Value of Contract to Subcontractor/Supplier: \$85,000

Reference Contact: Paul Hoffman

Contact Phone/E-Mail: 904-759-3211

Has the Subcontractor/Supplier ever failed to complete a contract, or had any contracts terminated before the work was completed? Yes  No  For each such incident, please provide the following information (attach additional sheets as needed):

Reference Contact: \_\_\_\_\_

Contact Phone/E-Mail: \_\_\_\_\_

Dollar Amount of Contract: \_\_\_\_\_

Scope of Services for Project: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Has the Subcontractor/Supplier or any of its affiliates (parents or subsidiaries), or any of the Subcontractor's/Supplier's officers or principal members, shareholders or investors filed for bankruptcy, either voluntary or involuntary, within the past 10 years? Yes  No  If yes, provide the following:

Identify the Case # and Tribunal: \_\_\_\_\_

Describe the Nature of the Action: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

---

Describe the Subcontractor's/Supplier's Role in the Action and Describe the Status and/or Resolution:

N.A.

---

---

Has the Subcontractor/Supplier or any of its affiliates (parents or subsidiaries), or any of the Subcontractor's/Supplier's officers or principal members, shareholders or investors executed an assignment for the benefit of creditors within the past 10 years? Yes  No  If yes, please explain:

N.A.

---

---

---

---

---

---

Has the Subcontractor/Supplier or any of its affiliates (parents or subsidiaries), or any of the Subcontractor's/Supplier's officers or principal members, shareholders or investors defaulted on a loan or other financial obligation (e.g., failing to pay subcontractors or materialmen) within the past 10 years? Yes  No  If yes, please explain:

N.A.

---

---

---

---

---

**(Attach additional information regarding Subcontractor's/Supplier's role in the project, key personnel, background and experience, financial capacity, etc., and use additional sheets as appropriate.)**

**5. For each Subcontractor / Supplier that will provide goods or services in excess of \$25,000 for the Project, provide the following information:**

Name: Capital Concrete and Masonry

Title: V. President

Contact: Paul Rivers

Contact Phone/E-Mail: 904-557-4910 / paul@ccmsjax.com

Office Location: St Augustine

Shipment Location (for Suppliers): St Augustine

Years in Business: 18 years

Proposed Role for the Project: Concrete subcontractor

Is the Subcontractor/Supplier registered with the State of Florida, Division of Corporations and authorized to do business in Clay County and the State of Florida? Yes  No  If no, explain: \_\_\_\_\_

Does the Subcontractor/Supplier have all applicable business licenses in good standing? Yes  No

Please list the licenses: \_\_\_\_\_

Provide the following information for at LEAST THREE projects similar to the Project where the Subcontractor/Supplier was involved:

*Project 1*

Project Name / Location: Nassau Co Sheriff's Training Facility

Time Period of Project: July 2021 to Feb 2022

Description of Project: Concrete slabs and sidewalks for shooting range

Role of Subcontractor/Supplier: Concrete

Total Value of Contract to Subcontractor/Supplier: \$430,000

Reference Contact: Robin Patterson

Contact Phone/E-Mail: 904-548-4068

*Project 2*

Project Name / Location: Hammock Oaks Amenity Center SJC

Time Period of Project: August 2021 to May 2022

Description of Project: Wood framed Amenity Center 5,000 SF

Role of Subcontractor/Supplier: Concrete slab and sidewalks

Total Value of Contract to Subcontractor/Supplier: \$70,000

Reference Contact: Alex Underwood

Contact Phone/E-Mail: 904-571-9213

*Project 3*

Project Name / Location: Palencia Pavilions at Pickleball courts

Time Period of Project: 2023-2024

Description of Project: New slabs for Pavilion and sidewalks

Role of Subcontractor/Supplier: Concrete sub

Total Value of Contract to Subcontractor/Supplier: \$45,000

Reference Contact: John Smith Palencia CDD

Contact Phone/E-Mail: 770-841-4800

Has the Subcontractor/Supplier ever failed to complete a contract, or had any contracts terminated before the work was completed? Yes  No  For each such incident, please provide the following information (attach additional sheets as needed):

Reference Contact: \_\_\_\_\_

Contact Phone/E-Mail: \_\_\_\_\_

Dollar Amount of Contract: \_\_\_\_\_

Scope of Services for Project: \_\_\_\_\_

\_\_\_\_\_

Has the Subcontractor/Supplier or any of its affiliates (parents or subsidiaries), or any of the Subcontractor's/Supplier's officers or principal members, shareholders or investors filed for bankruptcy, either voluntary or involuntary, within the past 10 years? Yes  No  If yes, provide the following:

Identify the Case # and Tribunal: \_\_\_\_\_

Describe the Nature of the Action: \_\_\_\_\_

\_\_\_\_\_

Describe the Subcontractor's/Supplier's Role in the Action and Describe the Status and/or Resolution:

N.A.

Has the Subcontractor/Supplier or any of its affiliates (parents or subsidiaries), or any of the Subcontractor's/Supplier's officers or principal members, shareholders or investors executed an assignment for the benefit of creditors within the past 10 years? Yes  No  If yes, please explain:

N.A.

Has the Subcontractor/Supplier or any of its affiliates (parents or subsidiaries), or any of the Subcontractor's/Supplier's officers or principal members, shareholders or investors defaulted on a loan or other financial obligation (e.g., failing to pay subcontractors or materialmen) within the past 10 years? Yes  No  If yes, please explain:

N.A.

(Attach additional information regarding Subcontractor's/Supplier's role in the project, key personnel, background and experience, financial capacity, etc., and use additional sheets as appropriate.)

5. **For each Subcontractor / Supplier that will provide goods or services in excess of \$25,000 for the Project, provide the following information:**

Name: DL Plumbing Services

Title: President

Contact: Dan Leverette

Contact Phone/E-Mail: 904-466-4119 / dan.leverette@L-Bro.biz

Office Location: St Augustine

Shipment Location (for Suppliers): St Augustine

Years in Business: 3 years

Proposed Role for the Project: Plumbing contractor

Is the Subcontractor/Supplier registered with the State of Florida, Division of Corporations and authorized to do business in Clay County and the State of Florida? Yes  No  If no, explain: \_\_\_\_\_

Does the Subcontractor/Supplier have all applicable business licenses in good standing? Yes  No

Please list the licenses: \_\_\_\_\_

Provide the following information for at LEAST THREE projects similar to the Project where the Subcontractor/Supplier was involved:

*Project 1*

Project Name / Location: Candy Cloud Coffee Shop Restuarant

Time Period of Project: Nov 2024 to Feb 2025

Description of Project: Plumbing for Coffee shop restuarant

Role of Subcontractor/Supplier: Plumbing

Total Value of Contract to Subcontractor/Supplier: \$60,000

Reference Contact: Chris Thompson

Contact Phone/E-Mail: 619-206-3076

*Project 2*

Project Name / Location: Pine Ridge Tennis/Pickleball Courts and Pavilion

Time Period of Project: 2023

Description of Project: New courts and Pavilion for courts. New parking lot

Role of Subcontractor/Supplier: Plumbing contractor

Total Value of Contract to Subcontractor/Supplier: 14,000

Reference Contact: Marie - Manager

Contact Phone/E-Mail: 904-572-8107

**Project 3**

**Project Name / Location:** Palencia Pavilions at Pickleball courts

**Time Period of Project:** 2023-2024

**Description of Project:** Hose bibb to pavilion

**Role of Subcontractor/Supplier:** Plumbing

**Total Value of Contract to Subcontractor/Supplier:** \$5,000

**Reference Contact:** John Smith Palencia CDD

**Contact Phone/E-Mail:** 770-841-4800

Has the Subcontractor/Supplier ever failed to complete a contract, or had any contracts terminated before the work was completed? Yes  No  For each such incident, please provide the following information (attach additional sheets as needed):

**Reference Contact:** \_\_\_\_\_

**Contact Phone/E-Mail:** \_\_\_\_\_

**Dollar Amount of Contract:** \_\_\_\_\_

**Scope of Services for Project:** \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Has the Subcontractor/Supplier or any of its affiliates (parents or subsidiaries), or any of the Subcontractor's/Supplier's officers or principal members, shareholders or investors filed for bankruptcy, either voluntary or involuntary, within the past 10 years? Yes  No  If yes, provide the following:

**Identify the Case # and Tribunal:** \_\_\_\_\_

**Describe the Nature of the Action:** \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

---

Describe the Subcontractor's/Supplier's Role in the Action and Describe the Status and/or Resolution:

N.A.

---

---

Has the Subcontractor/Supplier or any of its affiliates (parents or subsidiaries), or any of the Subcontractor's/Supplier's officers or principal members, shareholders or investors executed an assignment for the benefit of creditors within the past 10 years? Yes  No  If yes, please explain:

N.A.

---

---

---

---

---

Has the Subcontractor/Supplier or any of its affiliates (parents or subsidiaries), or any of the Subcontractor's/Supplier's officers or principal members, shareholders or investors defaulted on a loan or other financial obligation (e.g., failing to pay subcontractors or materialmen) within the past 10 years? Yes  No  If yes, please explain:

N.A.

---

---

---

---

---

**(Attach additional information regarding Subcontractor's/Supplier's role in the project, key personnel, background and experience, financial capacity, etc., and use additional sheets as appropriate.)**

5. ***For each Subcontractor / Supplier that will provide goods or services in excess of \$25,000 for the Project, provide the following information:***

Name: Colonial Electric Services

Title: President

Contact: Blane Jeffords

Contact Phone/E-Mail: 904-509-5133 / bcjeffords@bellsouth.net

Office Location: Middleburg

Shipment Location (for Suppliers): Middleburg

Years in Business: 13 years

Proposed Role for the Project: Electrical contractor

Is the Subcontractor/Supplier registered with the State of Florida, Division of Corporations and authorized to do business in Clay County and the State of Florida? Yes  No  If no, explain: \_\_\_\_\_

Does the Subcontractor/Supplier have all applicable business licenses in good standing? Yes  No

Please list the licenses: EC 13009273

Provide the following information for at LEAST THREE projects similar to the Project where the Subcontractor/Supplier was involved:

*Project 1*

Project Name / Location: Candy Cloud Coffee Shop Restuarant  
 Time Period of Project: Nov 2024 to Feb 2025  
 Description of Project: Electric for Coffee shop restuarant  
 Role of Subcontractor/Supplier: Electric Subcontractor  
 Total Value of Contract to Subcontractor/Supplier: \$72,000  
 Reference Contact: Chris Thompson  
 Contact Phone/E-Mail: 619-206-3076

*Project 2*

Project Name / Location: Strech Zone St Augustine  
 Time Period of Project: 2023  
 Description of Project: Retail build out  
 Role of Subcontractor/Supplier: Electrical  
 Total Value of Contract to Subcontractor/Supplier: 18,000  
 Reference Contact: John Bastian  
 Contact Phone/E-Mail: \_\_\_\_\_

**Project 3**

**Project Name / Location:** Palencia Pavilions at Pickleball courts

**Time Period of Project:** 2023-2024

**Description of Project:** lighting to pavillon

**Role of Subcontractor/Supplier:** electrical

**Total Value of Contract to Subcontractor/Supplier:** \$5,000

**Reference Contact:** John Smith Palencia CDD

**Contact Phone/E-Mail:** 770-841-4800

Has the Subcontractor/Supplier ever failed to complete a contract, or had any contracts terminated before the work was completed? Yes  No  For each such incident, please provide the following information (attach additional sheets as needed):

**Reference Contact:** \_\_\_\_\_

**Contact Phone/E-Mail:** \_\_\_\_\_

**Dollar Amount of Contract:** \_\_\_\_\_

**Scope of Services for Project:** \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Has the Subcontractor/Supplier or any of its affiliates (parents or subsidiaries), or any of the Subcontractor's/Supplier's officers or principal members, shareholders or investors filed for bankruptcy, either voluntary or involuntary, within the past 10 years? Yes  No  If yes, provide the following:

**Identify the Case # and Tribunal:** \_\_\_\_\_

**Describe the Nature of the Action:** \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

---

Describe the Subcontractor's/Supplier's Role in the Action and Describe the Status and/or Resolution:

N.A.

---

---

Has the Subcontractor/Supplier or any of its affiliates (parents or subsidiaries), or any of the Subcontractor's/Supplier's officers or principal members, shareholders or investors executed an assignment for the benefit of creditors within the past 10 years? Yes  No  If yes, please explain:

N.A.

---

---

---

---

---

Has the Subcontractor/Supplier or any of its affiliates (parents or subsidiaries), or any of the Subcontractor's/Supplier's officers or principal members, shareholders or investors defaulted on a loan or other financial obligation (e.g., failing to pay subcontractors or materialmen) within the past 10 years? Yes  No  If yes, please explain:

N.A.

---

---

---

---

---

(Attach additional information regarding Subcontractor's/Supplier's role in the project, key personnel, background and experience, financial capacity, etc., and use additional sheets as appropriate.)

**PART II. PROPOSAL FORM – (C) EXPERIENCE**

1. *Describe at least THREE projects of similar size and scope to the Project that Proposer has undertaken. For each project, provide the following information (attach additional sheets to complete).*

Project Name/Location: Nassau County Sheriffs Train Center - Shooting Range with Bathrooms

Reference Contact: Director Robin Patterson - NCSO

Contact Phone/E-Mail: 904-548-4068 rpatterson@nassauso.com

Dollar Amount of Contract: \$2,150,000

Scope of Services for Project: New shooting range pavilions and three separate bathroom pavilions. This project is similar because of the large pavilions and the three bathroom buildings. Wood framed buildings. Lift station sewer system.

Start Date: July 2021 to February 2022

Current Status of the Project: Complete and operational

**PART II. PROPOSAL FORM – (C) EXPERIENCE**

- 1. Describe at least THREE projects of similar size and scope to the Project that Proposer has undertaken. For each project, provide the following information (attach additional sheets to complete).**

Project Name/Location: Nocatee Pickleball Court Expansion

Reference Contact: Mo Rudolph

Contact Phone/E-Mail: 904-571-0477 mrudolph@parcgroup.net

Dollar Amount of Contract: \$430,000

Scope of Services for Project: \_\_\_\_\_

Installed four new pickleball courts and resurfaced existing.

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

Start Date: April 2020 to August 2020

Current Status of the Project: Completed

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

**PART II. PROPOSAL FORM – (C) EXPERIENCE**

1. **Describe at least *THREE* projects of similar size and scope to the Project that Proposer has undertaken. For each project, provide the following information (attach additional sheets to complete).**

Project Name/Location: Hammock Oaks Amenity Center - SSC

Reference Contact: James Shonkwiler

Contact Phone/E-Mail: 407-432-9512

Dollar Amount of Contract: \$1,832,942

Scope of Services for Project: New Amenity Center with Bathrooms for work out room and pool.

Start Date: April 2021 to August 2022

Current Status of the Project: Completed

2. ***Has the Proposer previously performed work for a community development district? Yes (x) No ( ) If yes, please provide the following information for each project (attach additional sheets as necessary):***

Project Name/Location: Palencia Pickleball courts and Pavilions

Reference Contact: John Smith Palencia CDD

Contact Phone/E-Mail: 770-841-4800 johnsmith.sccdd@gmail.com

Dollar Amount of Contract: \$465 737

Scope of Services for Project: \_\_\_\_\_

Project preformed for CDD.

Cleared site behind existing Palencia fitness center.

Installed three open air pavilions for the pickleball courts

New sports lighting and pickleball courts

Start Date: August 2023 and completed for their use in November 2023

Current Status of the Project: Completed and being enjoyed by the Palencia residents.

2. **Has the Proposer previously performed work for a community development district? Yes**  
**(X) No ( ) If yes, please provide the following information for each project (attach**  
**additional sheets as necessary):**

Project Name/Location: Pine Ridge Pickleball/Tennis and BB Courts - Clay County

Reference Contact: Marie - Amenities Manager

Contact Phone/E-Mail: 904-572-8107 pmgr@riversidemgtsvc.com

Dollar Amount of Contract: \$1,734,809

Scope of Services for Project: \_\_\_\_\_

Cleared site, installed two new pickleball courts and basket ball courts.  
Install water park and splash pad  
Installed new parking lot.

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

Start Date: July 2022 to January 2023

Current Status of the Project: Completed

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

2. **Has the Proposer previously performed work for a community development district?** Yes  
 No  *If yes, please provide the following information for each project (attach additional sheets as necessary):*

Project Name/Location: Nocatee Pickleball Expansion-Tolomato CDD

Reference Contact: Mo Rudolph - the Parc Group master developer for Nocatee

Contact Phone/E-Mail: 904-571-0477 mrudolph@parcgroup.net

Dollar Amount of Contract: \$430,000

Scope of Services for Project: Subdivision improvements, Nocatee sports complex pickleball courts

---

---

---

---

---

---

---

---

Start Date: July 2022 to January 2023

Current Status of the Project: Completed.

---

---

---

---

3. ***Has the Proposer ever failed to complete a contract, or had any contracts terminated before the work was completed? Yes ( ) No (X) For each such incident, please provide the following information (attach additional sheets as necessary):***

Reference Contact: \_\_\_\_\_

Contact Phone/E-Mail: \_\_\_\_\_

Dollar Amount of Contract: \_\_\_\_\_

Scope of Services for Project: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

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

Reason: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

4. ***Has any officer or partner of the Proposer ever been an officer, partner, or owner of some other organization that has failed to complete a construction contract? Yes ( ) No (X) For each such incident, please provide the following information (attach additional sheets as needed):***

Reference Contact: \_\_\_\_\_

Contact Phone/E-Mail: \_\_\_\_\_

Dollar Amount of Contract: \_\_\_\_\_

Scope of Services for Project: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

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

Reason: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_



**PROPOSAL FORM, PART II – (C) & (D) EXPERIENCE & CAPACITY  
STATUS OF CONTRACTS ON HAND  
(Attach additional sheets if necessary)**

Company Name Hoffman Commercial Construction, LLC

Date 2/13/25

Furnish requested information about all of Proposer's active contracts, whether as prime or subcontracts; whether in progress or awarded but not yet started; and regardless of with whom contracted. All amounts to be shown to nearest \$1,000. Contractor may consolidate and list as a single item all contracts which individually do not exceed 3% of total active contracts and in total do not exceed 20% of the active total contracts.

OWNER, LOCATION AND DESCRIPTION OF PROJECT	CURRENT CONTRACT AMOUNT AS PRIME	CURRENT CONTRACT AMOUNT AS SUBCONTRACTOR	CURRENT AMOUNT SUBJECT TO OTHERS	PROPOSER'S UNCOMPLETED AMOUNT AS OF THIS DATE		COMPLETION DATE		
				AS PRIME CONTRACTOR	AS SUBCONTRACTOR	ORIGINAL CONTRACT DATE	APPROVED REVISED DATE	CURRENT ESTIMATE DATE
Solomon Calhoun Sport Feilds - St Augustine	\$ 2,040,000	\$	\$	\$ 2,000,000	\$	August 15	Aug 15th	Aug 15th
Hogan Road Warehouse	\$ 950,000	\$	\$	\$ 250,000	\$	4/1/25	4/1/25	4/1/25
Easton Addition-Pont Vedra	\$ 325,000	\$	\$	\$ 325,000	\$	8/25/25	8/25/25	8/25/25
	\$	\$	\$	\$	\$			
	\$	\$	\$	\$	\$			
	\$	\$	\$	\$	\$			
	\$	\$	\$	\$	\$			
	\$	\$	\$	\$	\$			
	\$	\$	\$	\$	\$			
	\$	\$	\$	\$	\$			
	\$	\$	\$	\$	\$			
Subtotal Uncompleted Work				\$ 2,575,000	\$			
Total Uncompleted Work on Hand					\$ 2,575,000			

**PROPOSAL FORM, PART II -- (C) & (D) EXPERIENCE & CAPACITY  
PROJECTS PROPOSER COMPLETED IN THE LAST THREE YEARS  
(Attach additional sheets if necessary)**

Company Name Hoffman Commercial Construction, LLC

Date 2/13/25

List all projects completed in the last three years for which the contract value individually exceeded 3% of the Proposer's annual total work completed for the year the project was started. Include in the list projects that were started earlier than three years but were completed within the last three years.

PROJECT NAME/ LOCATION	FINAL CONTRACT AMOUNT	PRIME OR SUB <sup>1</sup>	CLASSIFICATION OF WORK PERFORMED	YEAR STARTED/ COMPLETED	OWNER NAME/ LOCATION <sup>2</sup>	NAME & PHONE NUMBER OF OWNER'S REPRESENTATIVE FOR THE LISTED PROJECT <sup>3</sup>
Palencia Pickleball Courts	\$465,737	Prime	New construction	2023	John Smith Sweetwater Creek CDD	770-841-4800
Palm Crest Subdivision-Nocatee	\$1,049,191	Prime	New construction	2023	Mo Rudolph SONOC CDD	904-571-0477
Ferguson Warehouse	\$1,103,044	Prime	Renovation	2023	Howard Roy Centerstone	727-348-3436
Stretch Zone 1 & 2-St. Augustine	\$185,000	Prime	Renovation	2023	John Bastian Stretch Zone	404-630-6943
Seabrook Village -Nocatee	\$959,555	Prime	New Construction	2023	Mo Rudolph SONOC CDD	904-571-0477
Pine Ridge Tennis/Pickleball courts Clay Co.	\$1,734,809	Prime	New construction	2022/2023	Marie	904-572-8107
Conservation Trail - Nocatee	\$1,199,013	Prime	New construction	2022/2023	Mo Rudolph SONOC CDD	904-571-0477
Clay Co. Senior Centers upgrades	\$250,000	Prime	Renovation	2023	Sam Hall Aging True	904-807-1314
Palmetto cove - Nocatee	\$761,318	Prime	New Construction	2022/2023	Mo Rudolph SONOC CDD	904-571-0477
Hammock Oaks Amenity Center SJC	\$1,832,942	Prime	New Construction	2021/2022	James Shonkwiler AH4R	407-432-9512
Nassau Co Sheriff's Training Facility	\$1,980,000	Prime	New Construction	2021/2022	Robin Patterson NCSO	904-548-4068
Sheraton Hotel Fitness Center-Deerwood Park, Jax	\$542,548	Prime	Renovation	2020/2020	Brad Whitaker GM.Sheraton	904-719-7930

<sup>1</sup> 'Prime or Sub' should indicate whether Proposer performed the work as a prime contractor or as a subcontractor.  
<sup>2</sup> 'Owner Name/ Location' should indicate the Owner of the project if the Proposer performed the work as a prime contractor or the general contractor if the Proposer performed the work as a subcontractor.  
<sup>3</sup> 'Name & Phone Number of Owner's Representative on this Project' should list a reference from the business entity listed in the previous column familiar with Proposer's contract performance.

**FLEMING ISLAND PLANTATION COMMUNITY DEVELOPMENT DISTRICT  
REQUEST FOR PROPOSALS FOR TENNIS RESTROOM PAVILION PROJECT  
PART II. PROPOSAL FORM – (D) FINANCIAL CAPACITY**

1. *Provide copies of the Proposer's financial statements, showing assets and liabilities, for each of the past three years. Also attach an interim balance sheet not more than 60 days old. Certified copies accompanied by an auditor's opinion are strongly encouraged, but not required.*
  
2. *Complete the following chart for each of the past five years:*

<b>YEAR</b>	<b>ANNUAL REVENUE</b>	<b># OF PROJECTS COMPLETED</b>	<b>LARGEST PROJECT SIZE</b>
2024	\$2,900,000	5	Pratt Guys - \$2M
2023	\$7,926,286	10	Pine Ridge Courts \$1.7M
2022	\$6,428,280	8	Nassau County Sheriff Trainings \$1,980,000
2021	\$2,724,324	6	Hammock Oaks Amenity Center \$1,832,942
2020	\$1,129,476	5	Sheraton Fitness Center \$542,548

3. *Has the Proposer or any of its affiliates (parents or subsidiaries), or any of the Proposer's officers or principal members, shareholders or investors filed for bankruptcy, either voluntary or involuntary, within the past 10 years? Yes ( ) No (X) If yes, provide the following:*

Identify the Case # and Tribunal: \_\_\_\_\_

Describe the Nature of the Action: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Describe the Proposer's Role in the Action and Describe the Status and/or Resolution:

\_\_\_\_\_

\_\_\_\_\_

4. **Has the Proposer or any of its affiliates (parents or subsidiaries), or any of the Proposer's officers or principal members, shareholders or investors executed an assignment for the benefit of creditors within the past 10 years? Yes ( ) No (X) If yes, please explain:**

---

---

---

---

---

5. **Has the Proposer or any of its affiliates (parents or subsidiaries), or any of the Proposer's officers or principal members, shareholders or investors defaulted on a loan or other financial obligation (e.g., failing to pay subcontractors or materialmen) within the past 10 years? Yes ( ) No (X) If yes, please explain:**

---

---

---

---

---

6. **What is the Proposer's proposed insurance for the Project? Refer to the form of contract for minimum amounts.**

**Workers' Compensation**

- a. State Worker's Compensation – Greater of statutorily required amount or \$1,000,000 per occurrence / \$ 1,000,000 aggregate / \$ 1,000,000 per disease
- b. Applicable Federal (e.g., United States Longshoreman and Harbor Workers' Compensation Act, Jones Act, etc.) – Greater of statutorily required amount or \$ \_\_\_\_\_
- c. Employer's Liability – \$ 1,000,000

**Commercial General Liability Insurance**

- a. Bodily Injury, Sickness, Disease or Death, and Property Damage, per Occurrence - \$1,000,000
- b. Bodily Injury, Sickness, Disease or Death, and Property Damage, Aggregate - \$ 2,000,000
- c. Products-Completed Operations – \$ 2,000,000

- d. Personal and Advertising Injury – \$ 1,000,000
- e. Property Damage liability insurance will provide Explosion, Collapse, and Under-ground coverages where applicable.

Automobile Liability

- a. Bodily Injury:
  - Each Person \$ 1,000,000
  - Each Accident \$ 1,000,000
- b. Property Damage:
  - Each Occurrence \$ 1,000,000

Pollution Insurance (covering third-party injury and property damage claims, including clean-up costs) \$ 1,000,000

Protection and Indemnity Insurance \$ 1,000,000

Contractual Liability coverage

- a. General Aggregate \$ 1,000,000
- b. Bodily Injury and Property Damage Combined Each Occurrence \$ 1,000,000

Umbrella Insurance (above the Commercial Liability, Automobile Liability, Employers Liability, Pollution Insurance, Protection and Indemnity Insurance and Contractual Liability Insurance listed herein)

- a. General Aggregate \$ 5,000,000
- b. Each Occurrence \$ 5,000,000

Builder's Risk Insurance for the amount of the Project? YES / ~~NO~~

Boiler & Machinery Insurance? (List items on separate page) YES / ~~NO~~

\_\_\_\_\_  
(Other) \$ \_\_\_\_\_

\_\_\_\_\_  
(Other) \$ \_\_\_\_\_

**(Attach a copy of a current insurance certificate evidencing the contractor's insurance.)**

**7. What are the Proposer's current bonding limits?**

Name of Proposer's Bonding Company Old Republic Insurance Company/ Cecil W. Powell

Address 219 Newnan St. Jacksonville, FL 32202

Approved Bonding Capacities:

Aggregate Limit	\$	<u>\$8M</u>
Single Project Limit	\$	<u>\$2.5M</u>
Total Current Contracts Bonded	\$	<u>0</u>

Name of Proposer's Bonding Agency Cecil W. Powell & Company

Address 219 N. Newnan St. Jacksonville, FL 32202

Contact Name Ben Powell Telephone 904-353-3181

**CERTIFICATE OF LIABILITY INSURANCE**DATE (MM/DD/YYYY)  
12/11/2024

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

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

<b>PRODUCER</b> Cecil W. Powell & Company 219 N. Newnan Street Jacksonville, FL 32202	<b>CONTACT NAME:</b> Marsha Godsey <b>PHONE (A/C, No, Ext):</b> (904) 353-3181 <b>E-MAIL ADDRESS:</b> mgodsey@cwpowellins.com	<b>FAX (A/C, No):</b> (904) 353-5722
	<b>INSURER(S) AFFORDING COVERAGE</b>	
<b>INSURED</b> Hoffman Commercial Construction, LLC 101 Marketside Avenue Suite 404-304 Ponte Vedra, FL 32081	<b>INSURER A:</b> Westfield Ins Co <b>NAIC #</b> 24112	
	<b>INSURER B:</b> American Builders Insurance Company <b>NAIC #</b> 11240	
	<b>INSURER C:</b>	
	<b>INSURER D:</b>	
	<b>INSURER E:</b>	
	<b>INSURER F:</b>	

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

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

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	<input checked="" type="checkbox"/> <b>COMMERCIAL GENERAL LIABILITY</b> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR  GENL AGGREGATE LIMIT APPLIES PER: POLICY <input checked="" type="checkbox"/> PRO-JECT <input checked="" type="checkbox"/> LOC OTHER:			CWP045289N	8/1/2024	8/1/2025	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 500,000 MED EXP (Any one person) \$ 1,000 PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 2,000,000 PRODUCTS - COMP/OP AGG \$ 2,000,000
A	<input checked="" type="checkbox"/> <b>AUTOMOBILE LIABILITY</b> <input checked="" type="checkbox"/> ANY AUTO OWNED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> HIRED AUTOS ONLY <input type="checkbox"/> NON-OWNED AUTOS ONLY			CWP045289N	8/1/2024	8/1/2025	COMBINED SINGLE LIMIT (Ea accident) \$ 1,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$
A	<input checked="" type="checkbox"/> <b>UMBRELLA LIAB</b> <input checked="" type="checkbox"/> OCCUR <input type="checkbox"/> EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE <input type="checkbox"/> DED <input type="checkbox"/> RETENTION \$			CWP045289N	8/1/2024	8/1/2025	EACH OCCURRENCE \$ 5,000,000 AGGREGATE \$ <b>Aggregate</b> \$ 5,000,000
B	<b>WORKERS COMPENSATION AND EMPLOYERS' LIABILITY</b> ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) <input type="checkbox"/> Y <input checked="" type="checkbox"/> N If yes, describe under DESCRIPTION OF OPERATIONS below		N/A	WCV023032308	12/6/2024	12/6/2025	PER STATUTE <input type="checkbox"/> OTH-ER <input type="checkbox"/> E.L. EACH ACCIDENT \$ 1,000,000 E.L. DISEASE - EA EMPLOYEE \$ 1,000,000 E.L. DISEASE - POLICY LIMIT \$ 1,000,000

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

**CERTIFICATE HOLDER**

City of Jacksonville  
 Building Inspection Division  
 214 N. Hogan Street  
 Jacksonville, FL 32202

**CANCELLATION**

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE

*[Signature]*

**FLEMING ISLAND PLANTATION COMMUNITY DEVELOPMENT DISTRICT  
REQUEST FOR PROPOSALS FOR TENNIS RESTROOM PAVILION PROJECT  
PART II. PROPOSAL FORM – (E) PRICING**

**SECTION 1. PRICING.**

Furnish and install all material, equipment and labor for the work complete and acceptable for construction of all infrastructure and appurtenances **as outlined in the Proposal Form attached as Exhibit A (to be prepared and completed by Proposer)** for the total lumps sum of:

Four hundred thirty-six thousand two hundred seventy dollars.	(In Words).
\$ 436,270.00	(In Figures).

Note: This lump sum amount must match the extended total price on the Proposer-provided Proposal Form attached as **Exhibit A** which shall provide detailed quantities, associated unit costs, and line item costs (extended to provide for total cost). In addition to providing a hard copy of this Bid Form, **this information must be submitted electronically by the Proposer in Excel format.** Please be advised the selected Contractor will be responsible for construction stakeout and the retention of a surveyor to perform such work; accordingly, a corresponding line item must be included in all submitted Proposals.

The undersigned proposes to construct all work, or portion thereof, necessary to construct a tennis restroom pavilion as shown on plans prepared by Prosser Prime AE., and Eiland & Associates survey, and in accordance with Clay County, and the St. Johns River Water Management District permits.

All proposals shall include coordination of construction with others.

All applicable federal and State of Florida taxes are included.

The offer in this Proposal Form shall be open to acceptance and is irrevocable for thirty (30) days from the proposal opening date.

If this proposal is accepted by the District within the time period stated above, we will:

1. Execute the Contract within seven days of receipt of Notice of Award, unless such time period is otherwise extended by the District.
2. Furnish the required bonds within seven days of receipt of Notice of Award.
3. Commence work within five days after written Notice to Proceed of this proposal.

In addition to completing the Proposal Form attached hereto as **Exhibit A**, Proposer shall create and provide with its proposal an itemized Schedule of Values for each numbered item set forth on the attached Proposal Form. The Schedule of Values shall outline all work items that will be used for monthly pay requests and the amounts thereon will be used for negotiating change orders.

The undersigned has visited the site, examined the plans, specifications and any addenda thereto, is acquainted with and fully understands the character and extent of the Scope of Work covered by this Proposal; and the specific requirements of Clay County, and all other regulatory agencies. The

undersigned has carefully checked this Proposal after it was prepared and has verified all items, quantities, unit costs, and values and agrees to indemnify and save harmless the Owner against any cost, damage or expense which may be incurred or caused by any error in the preparation of same.

This proposal made by and on behalf of: Hoffman Commercial Construction, LLC

Proposer Signature: Paul Hoffman Date: 03/14/2025

Address: 6919 Distribution Ave S. Ste #5, Jacksonville, FL 32256

By: Paul Hoffman

Print Name: Paul Hoffman

**PROPOSAL FORM**  
**EXHIBIT A TO PART II. PROPOSAL FORM – (E) PRICING**

**Fleming Island Plantation – Tennis Restroom Pavilion Project**

**Please Refer to Item No. in BID Description Section (Some Item No's. May Be Not Applicable (N/A))**

<b>Item No. &amp; Description</b>	<b>TOTAL</b>
1. MOBILIZATION AND SITE PREPARATION	\$ 49,670
2. EROSION AND SEDIMENT CONTROL	\$ 1,000
3. STORM WATER POLLUTION PREVENTION	\$ 500
4. CLEARING	\$ 10,000
5. TENNIS RESRTOOM PAVILION	\$ 314,000
6. LIGHTING Includes Elec Alt on Sht E0-1 Note 3.	\$ 50,400
7. TESTING ALLOWANCE	\$ 500
8. SEEDING & MULCHING	\$ 2,000
9. BONDING/WARRANTY	\$ 8,200
 <b>Project Total</b>	 <b>\$ 436,270</b>

1. **MOBILIZATION AND SITE PREPARATION** - Includes the preparatory work and operations in mobilizing to begin the work and demobilizing upon completion of work on the project. Work will include any site preparation necessary for construction. This item will be paid for on a percentage of total construction complete basis.

**Total**

Lump Sum Price: \$ 49,670 (Numerals)  
Forty-nine thousand six hundred seventy (Written)

2. **EROSION AND SEDIMENT CONTROL** - Includes all measures that are required to comply with the State of Florida water quality standards. This includes, but is not limited to silt screens, sodding, or other such measures that shall prevent the discharge of turbid waters from the site and minimize erosion of all graded areas. This item includes all measures necessary to meet agency quality standards and requirements. Testing results will be provided to the Owner on a regular basis or when requested. The site will be inspected on a regular basis by the Owner's Representative and will produce a weekly report with actions items indicating deficiencies. All Deficiencies must be repaired in seven days or less, or the contractor must provide in writing why the deficiencies cannot be addressed within the seven-day limit. Failure to correct a deficiency in the first seven days will result in a written warning. If the deficiency is not corrected after fourteen days the Owners Representative will make the repair and the Contractor will be back charged for the cost of the repair and a \$500.00 fine for each line item not addressed. Upon final acceptance of the site from Clay County & SJRWMD. The contractor shall remove sediment control measures once the grassing and 70% stabilization is established.

**Total**

Lump Sum Price: \$ 1,000 (Numerals)  
One thousand (Written)

3. **STORM WATER POLLUTION PREVENTION PLAN** - Notice of Intent (NOI) to be filed by the contractor. The contractor shall adhere to all Federal rules and regulations regarding the National Pollutant Discharge Elimination System (NPDES) for construction and ground water discharge. The Storm Water Pollution Prevention Plan (SWPPP) included in these plans shall establish the minimum requirements allowed. The contractor shall implement additional measures, as required, to ensure compliance with the NPDES requirements. This item does include erosion controls item shown on the erosion and turbidity control plans or erosion and turbidity controls required by Clay County, or the St. Johns River Water Management District. Contractor shall provide specifications and shop drawings on all material to be used as part of the SWPPP.

**Total**

Lump Sum Price: \$ 500 (Numerals)  
Five hundred (Written)

4. **CLEARING** - Includes complete clearing and grubbing and burning (if allowed) or removal off-site of all brush, roots, and all other debris in accordance with the City of Clay Standards and Specifications in the roadway rights-of-way. Special care shall be taken to ensure preservation of all natural vegetative areas indicated on the plans, existing mailboxes, and existing edge of pavement.

**Total**

Lump Sum Price: \$ 10,000 (Numerals)

Ten thousand (Written)

5. **TENNIS RESTROOM PAVILION** - Includes construction of tennis restroom pavilion with utilities connected in accordance with the Clay County Utility Authority. The Contractor will be required to locate the existing utilities for the site along with the source of power for the lighting.

**Total**

Lump Sum Price: \$ 314,000 (Numerals)

Three hundred fourteen thousand (Written)

6. **LIGHTING** - Includes complete compliance with the electrical plans and lighting installation. The Contractor will be required to locate the source of power for the proposed lighting sources and produce conduit as needed. Standards and Specifications are highlighted in the Manufactures guidelines. Includes Alternate listed on Sheet E0-1 Note 3 for communication cables.

**Total**

Lump Sum Price: \$ 50,400 (Numerals)

Fifty thousand four hundred (Written)

7. **TESTING ALLOWANCE** - Although the requirement for testing is stated in other bid items, the cost for all testing associated with the construction of the proposed development Infrastructure is to be included in the Contractors Contract within this allowance. This includes, but is not limited to, all LBR tests, compaction tests, asphalt coring, pressure tests, etc. Please provide an allowance for this item, but all reimbursements for this item will be made to the Contractor based upon the actual testing company invoices. The testing allowance shall be Lump Sum Bid – Price Not to Exceed. Any additional cost for testing requirements beyond this amount will be at the cost of the Contractor. The Owner must approve the Contractors testing company.

**Total**

Lump Sum Price: \$ 500 (Numerals)

Five hundred (Written)

8. **SEEDING & MULCHING** - Includes the complete grassing and mulching of all disturbed areas. Seed selection shall be a mix that is seasonally appropriate to germinate in a timely manner to establish cover.

**Total**

Lump Sum Price: \$ 2,000 (Numerals)  
two thousand (Written)

9. **BONDING AND WARRANTY** – Cost to secure payment in accordance to Clay County and Processes and Standards

a. Payment and Performance Bond: \$ 7,200 (Numerals)  
Seven thousand two hundred (Written)

b. Contractor's Warranty: \$ 1,000 (Numerals)  
One thousand (Written)

**Total**

Lump Sum Price: \$ 8,200 (Numerals)  
Eight thousand two hundred, (Written)

**PROJECT TOTAL**

\$ 436,270 (Numerals)  
Four hundred thirty-six thousand two hundred seventy (Written)

**GENERAL NOTES TO  
PROPOSAL FORM**  
**EXHIBIT A TO PART II. PROPOSAL FORM – (E) PRICING**

1. The Contractor shall submit a detailed construction schedule with the bid proposal that outlines time frames for major work items. This schedule will be used in bid evaluation.
2. The Contractor is required to perform all tests as required by Clay County and prior to project acceptance.
3. The Contractor is responsible for visually inspecting the entire site prior to submitting bids and notifying the Engineer of discrepancies, which may affect the construction and its cost.
4. The selected Contractor will be required to submit an itemized schedule of values outlining all work items that will be used for monthly pay requests.
5. Standard contract documents as provided by the Owner will be used for the Contract and General Conditions.
6. Stub out all utilities beyond pavement edge as needed to continue into next phase and not disturb pavement of previous phase.
7. The Owner will provide the following survey stakeout work for the Contractor. All other necessary survey work must be provided by the Contractor.
  - A. Project Benchmark
8. The Contractor shall be responsible for coordinating all work necessary with all utility subcontractor companies.
9. The Contractor shall be responsible for coordinating the work necessary to complete all final approvals and acceptances.
10. Contractor shall complete his work in a professional and workman like manner typical of his industry. There shall be no sections or parts missing. Further, the work shall be complete and able to function for its intended use. The work must be continuous.
11. All storm drainage must be maintained to each property owner during construction. If this does not occur, the Contractor will be responsible for any damage that may result.
12. Burning of clearing debris generated on this project area may be burned as allowed by the Clay County Fire Marshall.

13. The Contractor shall specify subcontractors to be used for major work items, i.e. water, reuse, paving.
14. Contractor shall secure and pay for all paving and drainage construction permits, building permits, right- of way construction permits, county permit, electrical permit, water and electrical meters (if applicable), installation fees, electrical inspection fees, if any required.

**FLEMING ISLAND PLANTATION COMMUNITY DEVELOPMENT DISTRICT  
REQUEST FOR PROPOSALS FOR TENNIS RESTROOM PAVILION PROJECT  
PART II. PROPOSAL FORM – (F) SCHEDULE**

Contractor shall submit along with this Proposal a chart of its detailed project schedule. The chart shall use November 25, 2024, as the start date for the project and use calendar days for purposes of indicating the project’s duration. The chart shall also include such milestones included at the Proposer’s discretion; however, at the very least the chart shall identify dates for the issuance of the Notice to Proceed, the achievement of Substantial Completion and the application for Final Payment, as such events are defined in the Standard General Conditions of the Contract, respectively. In addition to the definitions in the Standard General Conditions of the Contract, Substantial Completion shall include the completion of pavement and a punch list from Clay County and application for Final Payment shall include receipt of Clay County Subdivision Acceptance Letter. Important milestones to be clearly denoted in the schedule include: Clay County Acceptance Schedule and System Acceptance Schedule. The number of days occurring between the issuance of the Notice to Proceed and the achievement of Substantial Completion is:

<u>One Hundred twenty days</u>	(in words)	<u>120</u>	(in figures);
the achievement of application of		Final Payment	is:
<u>One hundred Fifty days</u>	(in words)	<u>150</u>	(in figures) .

The Owner reserves the right to waive any informalities, or to reject any and all proposals.



Describe the Proposer's Role in the Action and Describe the Status and/or Resolution:

---

---

---

3. *Has the Proposer or any of its affiliates ever been either disqualified or denied prequalification status by a governmental entity? Yes ( ) No (X) If so, please identify the governmental entity and project, and discuss the circumstances surrounding such denial or disqualification as well as the date thereof. (Attach additional sheets if necessary.)*

Identify the Case # and Tribunal: N.A.

Describe the Nature of the Action: \_\_\_\_\_

---

---

---

Describe the Proposer's Role in the Action and Describe the Status and/or Resolution:

---

---

---

4. *Please state whether or not your company or any of its affiliates are presently barred or suspended from bidding or contracting on any state, local, or federal-aid contracts in any state(s)? Yes ( ) No (X)*

If so, state the name(s) of the company(ies) N.A.

---

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

State the period(s) of debarment or suspension \_\_\_\_\_

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

---

---

---

---

5. *Has the Proposer company been cited by OSHA for any job site or company office/ shop safety violations in the past five years? Yes ( ) No (X)*

If yes, please describe each violation fine, and resolution N.A.

---

---

What is the Proposer's current worker compensation rating? \_\_\_\_\_

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

If yes, please describe the incident: \_\_\_\_\_

---

6. *Safety of the community's residents and property is a priority. Please describe any background checks or other security measures that have been or will be taken with respect to the hiring and retention of the Proposer's personnel (and/or any subcontractors' personnel) who will be involved with the Project. Also, please describe what security measures will be taken to ensure that on-site personnel are properly supervised. Attach a copy of the Proposer's security policy that would be included as part of the form of contract.*

E-Verify for HCC employees.

---

---

---

---

---

**FLEMING ISLAND PLANTATION COMMUNITY DEVELOPMENT DISTRICT  
REQUEST FOR PROPOSALS FOR TENNIS RESTROOM PAVILION PROJECT**

**SWORN STATEMENT PURSUANT TO SECTION 287.133(3)(N),  
FLORIDA STATUTES, ON PUBLIC ENTITY CRIMES**

**THIS FORM MUST BE SIGNED AND SWORN TO IN THE PRESENCE OF A NOTARY PUBLIC  
OR OTHER OFFICIAL AUTHORIZED TO ADMINISTER OATHS.**

1. This sworn statement is submitted to Fleming Island Plantation Community Development District  
(print name of the public entity)

by Paul Hoffman  
(print individual's name and title)

for Hoffman Commercial Construction, LLC  
(print name of entity submitting sworn statement)

whose business address is

6919 Distribution Ave S. STE #5, Jacksonville, FL 32256

and (if applicable) its Federal Employer Identification Number (FEIN) is 81-2135641

(If the entity has no FEIN, include the Social Security Number of the individual signing this sworn statement \_\_\_\_\_)

2. I understand that a "public entity crime" as defined in Paragraph 287.133(1)(g), *Florida Statutes*, means a violation of any state or federal law by a person with respect to and directly related to the transaction of business with any public entity or with any agency or political subdivision of any other state or of the United States, including, but not limited to, any bid or contract for goods or services to be provided to any public entity or an agency or political subdivision of any other state or of the United States and involving antitrust, fraud, theft, bribery, collusion, racketeering, conspiracy, or material misrepresentation.

3. I understand that "convicted" or "conviction" as defined in Paragraph 287.133(1)(b), *Florida Statutes*, means a finding of guilt or a conviction of a public entity crime, with or without an adjudication of guilt, in any federal or state trial court of record relating to charges brought by indictment or information after July 1, 1989, as a result of a jury verdict, nonjury trial, or entry of a plea of guilty or nolo contendere.

4. I understand that an "affiliate" as defined in Paragraph 287.133(1)(a), *Florida Statutes*, means:

- a. A predecessor or successor of a person convicted of a public entity crime; or
- b. An entity under the control of any natural person who is active in the management of the entity and who has been convicted of a public entity crime. The term "affiliate" includes those officers, directors, executives, partners, shareholders, employees, members, and agents who are active in the management of an affiliate. The ownership by one person of shares constituting a controlling

interest in another person, or a pooling of equipment or income among persons when not for fair market value under an arm's length agreement, shall be a prima facie case that one person controls another person. A person who knowingly enters into a joint venture with a person who has been convicted of a public entity crime in Florida during the preceding 36 months shall be considered an affiliate.

5. I understand that a "person" as defined in Paragraph 287.133(1)(e), *Florida Statutes*, means any natural person or entity organized under the laws of any state or of the United States with the legal power to enter into a binding contract and which bids or applies to bid on contracts for the provision of goods or services let by a public entity, or which otherwise transacts or applies to transact business with a public entity. The term "person" includes those officers, directors, executives, partners, shareholders, employees, members, and agents who are active in management of an entity.

Based on information and belief, the statement which I have marked below is true in relation to the entity submitting this sworn statement. **(Indicate which statement applies.)**

- Neither the entity submitting this sworn statement, nor any of its officers, directors, executives, partners, shareholders, employees, members, or agents who are active in the management of the entity, nor any affiliate of the entity has been charged with and convicted of a public entity crime subsequent to July 1, 1989.
- The entity submitting this sworn statement, or one or more of its officers, directors, executives, partners, shareholders, employees, members or agents who are active in the management of the entity or an affiliate of the entity has been charged with and convicted of a public entity crime subsequent to July 1, 1989.
- The entity submitting this sworn statement, or one or more of its officers, directors, executives, partners, shareholders, employees, members or agents who are active in the management of the entity or an affiliate of the entity has been charged with and convicted of a public entity crime subsequent to July 1, 1989. However, there has been a subsequent proceeding before a Hearing Officer of the State of Florida, Division of Administrative Hearings and the Final Order entered by the Hearing Officer determined that it was not in the public interest to place the entity submitting this sworn statement on the convicted vendor list. **(Attach a copy of the final order.)**

IT SHALL BE THE RESPONSIBILITY OF THE CONTRACTOR/VENDOR EXECUTING THIS PUBLIC ENTITY CRIME AFFIDAVIT TO VERIFY THAT NONE OF THE SUBCONTRACTORS/SUPPLIERS UTILIZED FOR THIS BID/QUOTE HAVE BEEN CONVICTED OF A PUBLIC ENTITY CRIME SUBSEQUENT TO JULY 1, 1989. IN THE EVENT IT IS LATER DISCOVERED THAT A SUBCONTRACTOR/SUPPLIER HAS BEEN CONVICTED OF A PUBLIC ENTITY CRIME, THE CONTRACTOR/VENDOR SHALL SUBSTITUTE THE SUBCONTRACTOR/ SUPPLIER WITH ANOTHER WHO HAS NOT RECEIVED A CONVICTION. ANY COST ASSOCIATED WITH THIS SUBSTITUTION SHALL BE THE SOLE RESPONSIBILITY OF THE CONTRACTOR/VENDOR.

I UNDERSTAND THAT THE SUBMISSION OF THIS FORM TO THE CONTRACTING OFFICER FOR THE PUBLIC ENTITY IDENTIFIED IN PARAGRAPH 1 (ONE) ABOVE IS FOR THAT PUBLIC ENTITY ONLY AND THAT THIS FORM IS VALID THROUGH DECEMBER 31 OF THE CALENDAR YEAR IN WHICH IT IS FILED. I ALSO UNDERSTAND THAT I AM REQUIRED TO INFORM THE PUBLIC ENTITY PRIOR TO ENTERING INTO A CONTRACT IN EXCESS OF THE THRESHOLD AMOUNT PROVIDED IN SECTION 287.017, FLORIDA STATUTES, FOR CATEGORY TWO OF ANY CHANGE IN THE INFORMATION CONTAINED IN THIS FORM.

Dated this 11th day of February, 2025.

(Corporate Seal, if applicable)

Hoffman Commercial Construction, LLC

(Name of Proposer)

Paul Hoffman  
By: Paul Hoffman

Title: President

STATE OF FL  
COUNTY OF St Johns

The foregoing instrument was sworn and subscribed before me by means of  physical presence or  online notarization, this 11th day of February, 2025, by Paul Hoffman of Hoffman Commercial Construction, LLC, who is personally known to me or who has produced as identification, and did  or did not  take the oath.

Notary Public, State of Florida

Print Name: Orlando Arauz

Commission No.: HH 117207

My Commission Expires: 4/14/2025



**FLEMING ISLAND PLANTATION COMMUNITY DEVELOPMENT DISTRICT  
REQUEST FOR PROPOSALS FOR TENNIS RESTROOM PAVILION PROJECT**

**SWORN STATEMENT REGARDING SCRUTINIZED COMPANIES**

1. This sworn statement is submitted to Fleming Island Plantation CDD ("District")

by Paul Hoffman  
(print individual's name and title)

for Hoffman Commercial Construction, LLC  
(print name of "Proposer" submitting sworn statement)

whose business address is

6919 Distribution Ave S. STE #5 Jacksonville, FL 32256

2. I understand that, subject to limited exemptions, Section 287.135, *Florida Statutes*, provides that a company that at the time of bidding or submitting a Proposal for a new contract or renewal of an existing contract is on the Scrutinized Companies that Boycott Israel List, the Scrutinized Companies with Activities in Sudan List, the Scrutinize Companies with Activities in the Iran Petroleum Energy Sector List, or is engaged in business operations in Cuba or Syria (together, "Prohibited Criteria"), is ineligible for, and may not bid on, submit a Proposal for, or enter into or renew a contract with a local governmental entity for goods or services of \$1 million or more.
3. Based on information and belief, at the time the entity submitting this sworn statement submits its Proposal to the District, neither the entity, nor any of its officers, directors, executives, partners, shareholders, members, or agents meets any of the Prohibited Criteria. If awarded the contract, the Proposer will immediately notify the District in writing if either the Proposer, or any of its officers, directors, executives, partners, shareholders, members, or agents, meets any of the Prohibited Criteria.

[This space intentionally left blank]

The foregoing SWORN STATEMENT REGARDING SCRUTINIZED COMPANIES is dated this 11th day of February, 2025.

(Corporate Seal, if applicable)

Hoffman Commercial Construction, LLC

(Name of Proposer)

*Paul Hoffman*

By: Paul Hoffman

Title: Presidnet

STATE OF FL  
COUNTY OF St Johns

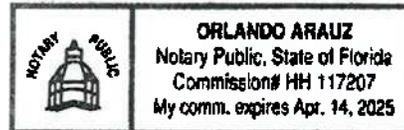
The foregoing instrument was sworn and subscribed before me by means of  physical presence on  online notarization, this 11th day of February, 2025, by Paul Hoffman of Hoffman Commercial Construction who is personally known to me or who has produced as identification, and did [ ] or did not [ ] take the oath.

Notary Public, State of Florida

Print Name: Orlando Arauz

Commission No.: HH 117207

My Commission Expires: 4/14/2025



**FLEMING ISLAND PLANTATION COMMUNITY DEVELOPMENT DISTRICT  
REQUEST FOR PROPOSALS FOR TENNIS RESTROOM PAVILION PROJECT  
TRENCH SAFETY ACT COMPLIANCE STATEMENT**

Because trench excavations on this Project are expected to be in excess of 5 feet, Chapter 90-96 of the Laws of Florida requires that construction on the Project comply with Occupational Safety and Health Administration Standard 29 C.F.R.s. 1926.650 Subpart P. All Proposers are required to execute this Compliance Statement and the Compliance Cost Statement. The costs for complying with the Trench Safety Act must be incorporated into the Project's Proposal.

This form must be certified in the presence of a notary public or other officer authorized to administer oaths.

**CERTIFICATION**

1. I understand that Chapter 90.96 of the Laws of Florida (The Trench Safety Act) requires me to comply with OSHA Standard 29 C.F.R.s. 1926.650 Subpart P. I will comply with The Trench Safety Act, and I will design and provide trench safety systems at all trench excavations in excess of five feet in depth for this project.
2. The estimated cost imposed by compliance with The Trench Safety Act will be:  
One Hundred Dollars (Written)  
\$ 100 (Figures).
3. The amount listed above has been included within the Proposal.

Dated this 11th day of February, 2025.

Proposer: Hoffman Commercial Construction, LLC

By: Paul Hoffman

Title: President

STATE OF FL  
COUNTY OF SJC

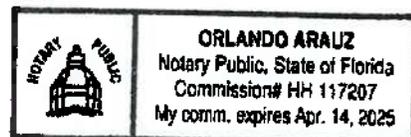
The foregoing instrument was sworn and subscribed before me by means of  physical presence or  online notarization, this 11th day of February, 2025, by Paul Hoffman of Hoffman Commercial Construction, LLC, who is personally known to me or who has produced \_\_\_\_\_ as identification, and did [ ] or did not [ ] take the oath.

Notary Public, State of Florida

Print Name: Orlando Arauz

Commission No.: HH 117207

My Commission Expires: 4/14/2025



**FLEMING ISLAND PLANTATION COMMUNITY DEVELOPMENT DISTRICT  
REQUEST FOR PROPOSALS FOR TENNIS RESTROOM PAVILION PROJECT  
AFFIDAVIT REGARDING PROPOSAL**

STATE OF FL  
COUNTY OF ST JOHNS

Before me, the undersigned authority, appeared the affiant, Paul Hoffman, and having taken an oath, affiant, based on personal knowledge, deposes and states:

*Authorization*

1. I am over eighteen (18) years of age and competent to testify as to the matters contained herein. I serve in the capacity of President for Hoffman Commercial Construction LLC (“Proposer”) and am authorized to make this Affidavit Regarding Proposals on behalf of Proposer. **Proof of such authorization is attached hereto.**

2. I assisted with the preparation of, and have reviewed, the Proposer’s proposal (“Proposal”) provided in response to the Fleming Island Plantation Community Development District (“District”) Request for Proposals for Tennis Restroom Pavilion Project. All of the information provided in the Proposal is full and complete, and truthful and accurate. I understand that inclusion of false, deceptive or fraudulent statements, or the failure to include full and complete answers, may constitute fraud, and, that, among other remedies, the District may consider such action on the part of the Proposer to constitute good cause for rejection of the Proposal.

*Receipt of Documents*

3. The Proposer acknowledges the receipt of the complete Project Manual as provided by the District and as described in the Project Manual’s Table of Contents. Additionally, the Proposer acknowledges receipt of the following addenda:

Addendum No. <u>1</u>	Dated <u>2/13/25</u>
Addendum No. _____	Dated _____

*Pricing & Non-Collusion*

4. The Proposer agrees through submission of the Proposal to honor all pricing information for thirty (30) days from the due date of the Proposals. If awarded the contract on the basis of this Proposal, Proposer agrees to enter into and execute the contract in the form included in the Project Manual.

5. I do hereby certify that the Proposer has not, either directly or indirectly, participated in collusion or proposal rigging. The price(s) and amount(s) of this Proposal have been arrived at independently and without consultation, communication or agreement with any other Proposer or potential Proposer, or review of any other Proposal, or potential Proposal. Moreover, neither the price(s) nor the amount(s) of this Proposal, and neither the approximate price(s) nor approximate amount(s) of this Proposal has been disclosed to any other firm or person who is a Proposer or potential Proposal, and they will not be disclosed before Proposal opening.

6. No attempt has been made or will be made to induce any firm or persons to refrain from submitting a Proposal for this contract, or to submit a price(s) higher than the prices in this Proposal, or to submit any intentionally high or noncompetitive price(s) or other form of complementary Proposal.

7. The Proposal is made in good faith and not pursuant to any agreement or discussion with, or inducement from, any firm or person to submit a complementary or other noncompetitive Proposal.

8. Neither Proposer nor its affiliates, subsidiaries, officers, director, or employees are currently under investigation, by any governmental agency and have not in the last three years been convicted or found liable for any act prohibited by State or Federal law in any jurisdiction, involving conspiracy or collusion with respect to a public procurement process, on any public contract, except as follows:

---

---

---

*Agreements Regarding Records and Project Manual*

9. The Proposer authorizes and requests any person, firm or corporation to furnish any pertinent information requested by the District, or its authorized agents, deemed necessary to verify the statements made in the Proposal, or regarding the ability, standing, integrity, quality of performance, efficiency, and general reputation of the Proposer.

10. By signing below, the Proposer acknowledges that (i) the Proposer has read, understood, and accepted the Project Manual; (ii) the Proposer has had an opportunity to consult with legal counsel regarding the Project Manual; (iii) the Proposer has agreed to the terms of the Project Manual, including but not limited to the forms of contract; (iv) the Proposer has waived

any right to challenge any matter relating to the Project Manual, including but not limited to any protest relating to the notice, the Proposal instructions, the proposal forms, the contract form, the scope of work, the evaluation criteria, the evaluation process established in the Project Manual, or any other issues or items relating to the Project Manual; (v) the Proposer certifies that he or she has carefully examined the project site, made his/her own measurements and calculations and prepared and checked the foregoing Proposal after the same was completed and has verified every item placed thereon; and (vi) REGARDLESS OF WHETHER A PROTEST OF ANY KIND IS FILED, AND IN ORDER TO AVOID AN IMMEDIATE DANGER TO THE PUBLIC HEALTH, SAFETY AND WELFARE OF THE COMMUNITY, AND/OR ADVERSE FINANCIAL CONSEQUENCES TO THE DISTRICT, THE PROPOSER AGREES THAT THE DISTRICT MAY IMMEDIATELY PROCEED WITH THE PROJECT PURSUANT TO A CONTRACT WITH THE PROPOSER SELECTED BY THE DISTRICT.

**UNDER PENALTIES OF PERJURY, I DECLARE THAT I HAVE READ THE FOREGOING AFFIDAVIT REGARDING PROPOSALS AND THAT THE FACTS STATED IN IT ARE TRUE AND CORRECT.**

Dated this 11th day of February, 2025.

(Corporate Seal, if applicable)

Hoffman Commercial Construction, LLC

(Name of Proposer)

*Paul Hoffman*  
By: Paul Hoffman

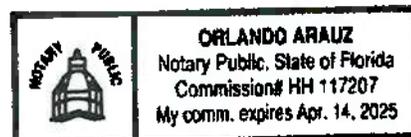
Title: President

STATE OF FL  
COUNTY OF St Johns

The foregoing instrument was sworn and subscribed before me by means of  physical presence or  online notarization, this 11th day of February, 2025, by Paul Hoffman of Hoffman Commercial Construction, LLC, who is personally known to me or who has produced as identification, and did  or did not  take the oath.

*Orlando Arauz*  
Notary Public, State of Florida  
Print Name: Orlando Arauz  
Commission No.: HH 117207  
My Commission Expires: 4/14/2025

**EXHIBIT:** Attach Proof of Authorization to Sign



**FLEMING ISLAND PLANTATION COMMUNITY DEVELOPMENT DISTRICT  
REQUEST FOR PROPOSALS FOR TENNIS RESTROOM PAVILION PROJECT  
PART III. FORM OF AGREEMENT**

This is attached separately and includes:

- a. Standard Form of Agreement
- b. General Conditions
- c. Supplementary Conditions
- d. Performance Bond
- e. Payment Bond

**FLEMING ISLAND PLANTATION COMMUNITY DEVELOPMENT DISTRICT  
REQUEST FOR PROPOSALS FOR TENNIS RESTROOM PAVILION PROJECT  
PART IV. TECHNICAL DOCUMENTS**

SEE GENERAL NOTES FROM PLAN SET FOR REFERENCES TO TECHNICAL  
SPECIFICATIONS

THE AMERICAN INSTITUTE OF ARCHITECTS



AIA Document A310

Bid Bond

KNOW ALL MEN BY THESE PRESENTS, that Hoffman Commercial Construction, LLC as Principal, hereinafter called the Principal, and Old Republic Insurance Company a corporation duly organized under the laws of the State of FL as Surety, hereinafter called the Surety, are held and bound unto Fleming Island Plantation CDD as Obligee, hereinafter called the Obligee, in the sum of

Five Percent of Bid Amount

5% of Bid Amount

for the payment of which sum well and truly to be made, the said Principal and the said Surety, bind ourselves, our heirs, executors, administrators, successors and assigns, jointly and severally, firmly by these presents.

WHEREAS, the Principal has submitted a bid for

FLEMING ISLAND PLANTATION TENNIS RESTROOM PAVILION PROJECT

NOW, THEREFORE, if the Obligee shall accept the bid of the Principal and the Principal shall enter into a Contract with the Obligee in accordance with the terms of such bid, and give such bond or bonds as may be specified in the bidding or Contract Documents with good and sufficient surety for the faithful performance of such Contract and for the prompt payment of labor and material furnished in the prosecution thereof, or in the event of the failure of the Principal to enter such Contract and give such bond or bonds, if the Principal shall pay to the Obligee the difference not to exceed the penalty hereof between the amount specified in said bid and such larger amount for which the Obligee may in good faith contract with another party to perform the Work covered by said bid, then this obligation shall be null and void, otherwise to remain in full force and effect.

Signed and Sealed this 12th day of February, 2025

[Signature] (Witness)

[Signature] (Witness)

Hoffman Commercial Construction, LLC
Paul Hoffman (Principal) (Seal)
President (Title)

Old Republic Insurance Company
[Signature] (Surety) (Seal)
Benjamin K Powell, Attorney in Fact (Title)



POWER OF ATTORNEY

KNOW ALL MEN BY THESE PRESENTS: That OLD REPUBLIC SURETY COMPANY, a Wisconsin stock insurance corporation, does make, constitute and appoint:

FITZHUGH K. POWELL, JR, ROBERT T. THEUS, BENJAMIN KNOX POWELL, OF JACKSONVILLE, FL

its true and lawful Attorney(s)-in-Fact, with full power and authority, for and on behalf of the company as surety, to execute and deliver and affix the seal of the company thereto (if a seal is required), bonds, undertakings, recognizances or other written obligations in the nature thereof, (other than bail bonds, bank depository bonds, mortgage deficiency bonds, mortgage guaranty bonds, guarantees of installment paper and note guaranty bonds, self-insurance workers compensation bonds guaranteeing payment of benefits or black lung bonds), as follows:

ALL WRITTEN INSTRUMENTS

and to bind OLD REPUBLIC SURETY COMPANY thereby, and all of the acts of said Attorneys-in-Fact, pursuant to these presents, are ratified and confirmed. This appointment is made under and by authority of the board of directors at a special meeting held on February 18, 1982. This Power of Attorney is signed and sealed by facsimile under and by the authority of the following resolutions adopted by the board of directors of the OLD REPUBLIC SURETY COMPANY on February 18, 1982.

RESOLVED that, the president, any vice-president, or assistant vice president, in conjunction with the secretary or any assistant secretary, may appoint attorneys-in-fact or agents with authority as defined or limited in the instrument evidencing the appointment in each case, for and on behalf of the company to execute and deliver and affix the seal of the company to bonds, undertakings, recognizances, and suretyship obligations of all kinds; and said officers may remove any such attorney-in-fact or agent and revoke any Power of Attorney previously granted to such person.

- RESOLVED FURTHER, that any bond, undertaking, recognizance, or suretyship obligation shall be valid and binding upon the Company (i) when signed by the president, any vice president or assistant vice president, and attested and sealed (if a seal be required) by any secretary or assistant secretary; or (ii) when signed by the president, any vice president or assistant vice president, secretary or assistant secretary, and countersigned and sealed (if a seal be required) by a duly authorized attorney-in-fact or agent; or (iii) when duly executed and sealed (if a seal be required) by one or more attorneys-in-fact or agents pursuant to and within the limits of the authority evidenced by the Power of Attorney issued by the company to such person or persons.

RESOLVED FURTHER, that the signature of any authorized officer and the seal of the company may be affixed by facsimile to any Power of Attorney or certification there of authorizing the execution and delivery of any bond, undertaking, recognizance, or other suretyship obligations of the company; and such signature and seal when so used shall have the same force and effect as though manually affixed.

IN WITNESS WHEREOF, OLD REPUBLIC SURETY COMPANY has caused these presents to be signed by its proper officer, and its corporate seal to be affixed this 9TH day of MAY, 2023.

Karen J. Haffner

Assistant Secretary



OLD REPUBLIC SURETY COMPANY

Alan Paylic

President

STATE OF WISCONSIN, COUNTY OF WAUKESHA-SS

On this 9TH day of MAY, 2023, personally came before me, Alan Paylic and Karen J Haffner, to me known to be the individuals and officers of the OLD REPUBLIC SURETY COMPANY who executed the above instrument, and they each acknowledged the execution of the same, and being by me duly sworn, did severally depose and say; that they are the said officers of the corporation aforesaid, and that the seal affixed to the above instrument is the seal of the corporation, and that said corporate seal and their signatures as such officers were duly affixed and subscribed to the said instrument by the authority of the board of directors of said corporation.



Kathryn R. Pearson

Notary Public

My commission expires: 9/28/2026

CERTIFICATE

(Expiration of notary commission does not invalidate this instrument)

I, the undersigned, assistant secretary of the OLD REPUBLIC SURETY COMPANY, a Wisconsin corporation, CERTIFY that the foregoing and attached Power of Attorney remains in full force and has not been revoked; and furthermore, that the Resolutions of the board of directors set forth in the Power of Attorney, are now in force.

92-2350



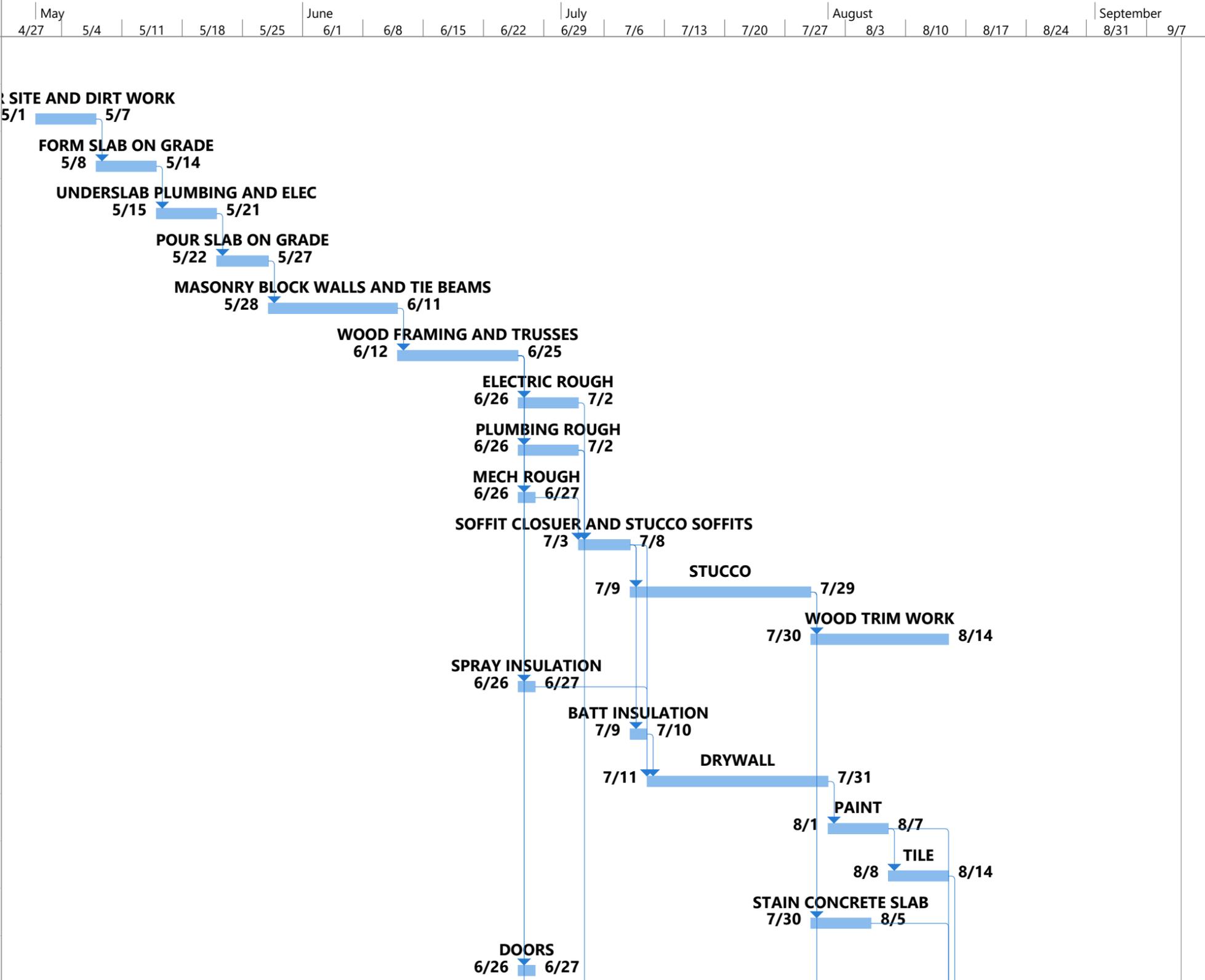
Signed and sealed at the City of Brookfield, WI this 12th day of February 2025

Karen J. Haffner

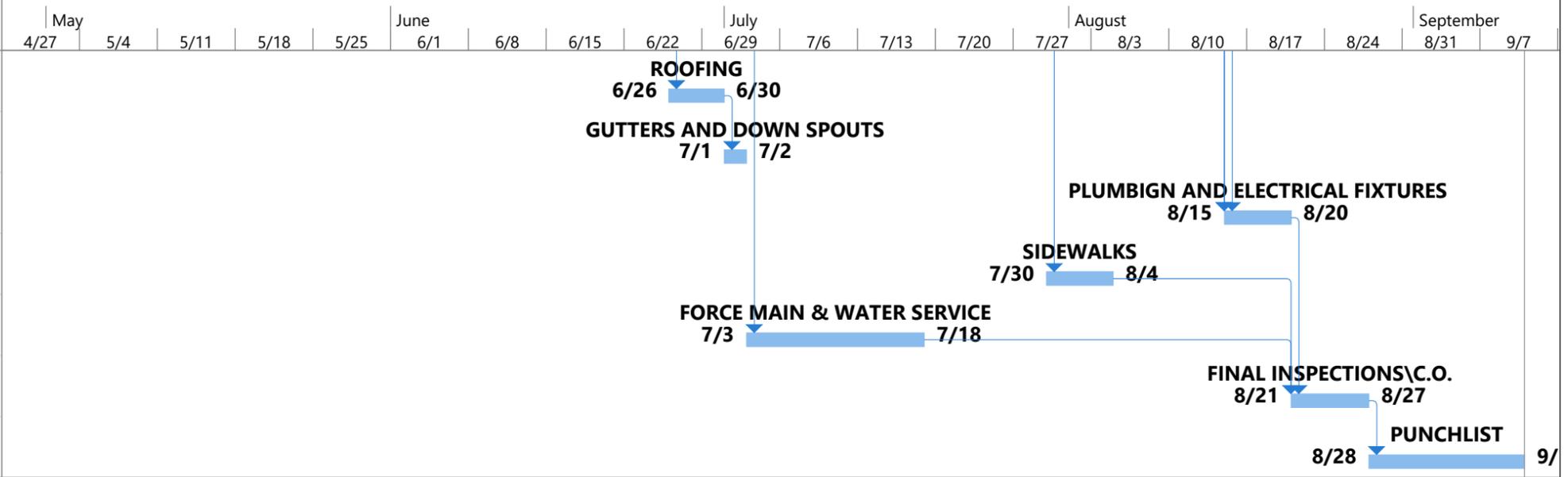
Assistant Secretary

CECIL W. POWELL & CO.

ID	Task Name	Duration	Start	Finish	Predecessors
1	FLEMING ISLAND TENNIS BATHROOM				
2	CLEAR SITE AND DIRT WORK	5 days	Thu 5/1/25	Wed 5/7/25	
3	FORM SLAB ON GRADE	5 days	Thu 5/8/25	Wed 5/14/25	2
4	UNDERSLAB PLUMBING AND	5 days	Thu 5/15/25	Wed 5/21/25	3
5	POUR SLAB ON GRADE	4 days	Thu 5/22/25	Tue 5/27/25	4
6	MASONRY BLOCK WALLS AND TIE	11 days	Wed 5/28/25	Wed 6/11/25	5
7	WOOD FRAMING AND TRUSSES	10 days	Thu 6/12/25	Wed 6/25/25	6
8	ELECTRIC ROUGH	5 days	Thu 6/26/25	Wed 7/2/25	7
9	PLUMBING ROUGH	5 days	Thu 6/26/25	Wed 7/2/25	7
10	MECH ROUGH	2 days	Thu 6/26/25	Fri 6/27/25	7
11	SOFFIT CLOSER AND STUCCO	4 days	Thu 7/3/25	Tue 7/8/25	8,9,10
12	STUCCO	15 days	Wed 7/9/25	Tue 7/29/25	11
13	WOOD TRIM WORK	12 days	Wed 7/30/25	Thu 8/14/25	12
14	SPRAY INSULATION	2 days	Thu 6/26/25	Fri 6/27/25	7
15	BATT INSULATION	2 days	Wed 7/9/25	Thu 7/10/25	11
16	DRYWALL	15 days	Fri 7/11/25	Thu 7/31/25	14,15,11
17	PAINT	5 days	Fri 8/1/25	Thu 8/7/25	16
18	TILE	5 days	Fri 8/8/25	Thu 8/14/25	17
19	STAIN CONCRETE SLAB	5 days	Wed 7/30/25	Tue 8/5/25	12
20	DOORS	2 days	Thu 6/26/25	Fri 6/27/25	7



ID	Task Name	Duration	Start	Finish	Predecessors
21	ROOFING	3 days	Thu 6/26/25	Mon 6/30/25	7
22	GUTTERS AND DOWN SPOUTS	2 days	Tue 7/1/25	Wed 7/2/25	21
23	PLUMBIGN AND ELECTRICAL	4 days	Fri 8/15/25	Wed 8/20/25	17,18,19
24	SIDEWALKS	4 days	Wed 7/30/25	Mon 8/4/25	12
25	FORCE MAIN & WATER SERVICE	12 days	Thu 7/3/25	Fri 7/18/25	9
26	FINAL INSPECTIONS\C.O.	5 days	Thu 8/21/25	Wed 8/27/25	25,24,23
27	PUNCHLIST	10 days	Thu 8/28/25	Wed 9/10/25	26



**HOFFMAN COMMERCIAL CONSTRUCTION**

**SCHEDULE OF VALUES**

**TENNIS RESTROOM PAVILION  
 FLEMING ISLAND  
 JACKSONVILLE, FLORIDA  
 BID DATE- 3/14/2025**



ITEM	ITEM DESCRIPTION	COST ESTIMATE
1	MOBILIZATION AND SITE PREPARATION	49,670
2	EROSION AND SEDIMENT	1,000
3	STORM WATER POLLUTION PREVENTION	500
4	CLEARING	10,000
5	TENNIS RESTROOM PAVILION	314,000
6	LIGHTING	50,400
7	TESTING ALLOWANCE	500
8	SEEDING & MULCHING	2,000
9	BONDING/WARRANTY	8,200
<b>TOTAL ESTIMATED CONSTRUCTION COST</b>		<b>436,270</b>

**11F**



March 14, 2025

Fleming Island Plantation CDD  
2300 Town Center Blvd  
Fleming Island, FL 32003

Re: Fleming Island Plantation CDD Tennis Restroom Pavilion

Dear CDD Members,

Please see the proposal below for work to be completed on the construction of the Tennis Restroom Pavilion located at 2312 Town Center Blvd. in Fleming Island, FL. We have reviewed the sheets provided by Celeste Andrews, Civil Engineer with Prosser Inc. The sheets/plans dated include the following from Architect R. Wulbern, PA:

GI-1, A1-0, A1-1, A2-1, A3-1, A3-2, A3-3, A4-0, A4-1, A4-2, A4-3, S1-1, S2-2, S5-1, S5-2, S5-3, M1-1, P1-0, E0-1, E1-1, and E2-1.

This Proposal only specifically includes the below scopes of work:

**Site Work**

- Mobilization
- Provide Silt Fencing (450 lf)
- Clear and grub site
- Excavate and prep building area
- Install Asphalt Build Pad
- Provide surveying, layout, and as-builts
- Provide soil testing

**Concrete**

- Foundation Footings
  - a. Monolithic wall footings
    - i. Footings to be excavated per structural details
    - ii. All steel shall be placed per structural details



## Formwork

- a. Structural Cast-in-Place Formwork
  - i. Form all exterior monolithic footings
  - ii. Form exterior flatwork
    - 1. 2 walkways per Civil Drawings

## Concrete Reinforcement

- a. Reinforcing Steel
  - i. All reinforcement steel will be placed per structural design criteria

## Concrete Accessories

- a. Pumping
  - i. Boom Pump at slab included – Single mobilization

## Cast-in-place Concrete

- a. Structural Concrete
  - i. All concrete will be poured per specifications and structural design criteria
  - ii. Concrete will be provided and poured for the following:
    - 1. Foundation footings
    - 2. Main slab
      - a. 1st floor conditioned Space
      - b. Front Entry
      - c. Rear Office Staff Entrance
      - d. Rear Construction Staff Entrance
    - 3. AC pads—2 locations—to be poured at the same time as Main Slab
- b. Concrete Finishes
  - i. Interior concrete—smooth trowel
  - ii. Exposed concrete—broom finish

## CMU

- a. CMU walls to be erected and reinforced per plan
  - i. 9'4" plate height
  - ii. Double Bond Beam per engineering
- b. CMU Columns
  - i. Per plan

## Roofing

- Install 2 layers synthetic underlayment
- Install 2-1/2" face galvanized drip edge with painted finish
- Install Owens Corning Starter strip
- Install Owens Corning ProEdge hip and ridge cap shingles



Install Owens Corning Oakridge architectural shingles  
 Install pipe boots and exhaust vents as needed (Provided by applicable trades)

### **Drywall**

Drywall Install: Vending area, toilet, storage  
 Supply, hang, finish, texture, sand ready for paint  
 1/2" MR GWB on ceilings  
 5/8" MR GWB on walls  
 Ceiling Finish knockdown  
 Level 5 spray on sanded

### **Painting**

Interior: Primer and two coats of finish paint: ceilings, walls, doors, frames, baseboards  
 -Ceilings and Closets: Flat Finish  
 -Walls: Satin  
 -Trim: Semigloss  
 Exterior: Paint all exterior, primer and two coats of finish paint

### **Rolling Door**

5'8"x7' Asta Model 624 Insulated rolling steel service door with hood, manual push up operation, Powder Coated Black, with optional keyed cylinder locks mounted left and right, exterior facing, on the bottom bar of the door

### **Personnel Doors**

2 Hollow Metal Doors and Frames 3'0X7'0  
 Schlage Hardware  
 LNC Closure with metal cover

### **Insulation**

Air Infiltration Foam Touch n Seal Gun Fireblock Poly Sealant 24 oz. 1"  
 Air Infiltration Foam Touch n Seal No Warp 20 oz. 1"  
 Exterior Walls INBD JM R9.3 AP Foil Faced 1.5"X4X8  
 Bathroom Wall IBA JM R-13 KFT 15"X93" 106.56 sf  
 Bathroom Wall IBA JM R-19 KFT 15"X93" 87.18 sf  
 Roofline R-38 OCPLAT = 10.25 Nominal Inches Open Cell Foam  
 Attic Walls R-38 OCPLAT = 10.25 Nominal Inches Open Cell Foam  
 Foam Baffle,Corg; 24"OC X 23"LG



Foam Foam Touch n Seal Gun Fireblock Poly Sealant 24 oz.  
Foam Poly Film, 2M 10'X100' CLR  
Foam Housewrap 9'X100' Wthrmate Basic

**Flooring**

Allowance of \$10,000 is included

**Gutters**

Standard prefinished aluminum gutters  
Standard prefinished aluminum downspouts

**Countertops**

1 1/2" solid surface counter with 3/4" X 4" solid surface back splash

**Trusses and Lumber**

Provided per plan

**Cabinets**

3 drawer base plastic laminate per plan

**HVAC**

Provide and install a Mitsubishi 24000 BTU 2-zone mini split with wall hung air handling units  
Provide and install all refrigerant and condensate piping  
Provide and install 2-Honeywell t-stats and all low voltage wiring  
Provide and install 2-Cook 70 cfm exhaust fans  
Provide and install all exhaust ducting and exterior wall caps  
Provide and install 2-transfer intake ducts with ceiling mounted grills

**Plumbing**

Rough-In, furnish, and install the following:

Toilet Room 103

F-1 Flushometer ADA Toilet

F-2 Wall Hung Lavatory with China covered shroud



Tempering valve in the wall with locking access door to serve the lavatory  
EWH-1 Tankless Electric Water Heater  
FD-1 3" Floor Drain with Trap Primer  
Vending 102  
Ice Maker  
FD-1 3" Floor Drain with Trap Primer  
Pavilion 101  
F-3 Dual Level ADA Electric Water Cooler with Bottle Filler  
Miscellaneous  
HB-1 Concealed Wall Hydrant  
FT 4" PVC Building Sewer with Finished Floor Cleanout  
FT 1" PVC Water Service

**Electrical**

Provide and install 100amp service, lighting and power as per drawing.

Direct boring of one 4 inch conduit and two 2 inch conduits.

- a. Boring consists 500 ft of one 4 inch, 500 ft of one 2 inch, 300 ft of one 2 inch for the service.



**PROPOSAL EXCLUSIONS AND CLARIFICATIONS AS FOLLOWS:**

1. All work to be performed during normal business hours.
2. Bourré Construction Group, LLC will have unobstructed access to the project.
3. Construction will meet code minimum requirements.
4. Any items not specifically noted above are excluded.
5. Bourré Construction Group, LLC is not responsible for damage.
6. No trash removal except what is generated by demolition and new work done by Bourré Construction Group, LLC.
7. Bourré Construction Group, LLC reserves the right to assign any and all work to other properly licensed and insured entities.
8. Work not specifically included in this proposal will be considered additional work & will be billed at standard Bourré Construction Group rates.
9. Payment will be made to Bourré Construction Group, LLC by Owner not more than 15 days from when invoice is delivered or emailed.
10. Final payment will be made to Bourré Construction Group, LLC by Owner within 15 days of the issuance of a Certificate of Occupancy by the local governing authority.
11. Owner authorizes Bourré Construction Group, LLC to place Bourré Construction Group signage in and around the property for the duration of the project.
12. A 20% deposit is due from the Owner to Bourré Construction Group, LLC at the time this proposal is executed.
13. All permit, tap, impact, and government fees are the responsibility of the Owner.
14. Exclude any and all means of transporting material or labor to the jobsite other than by vehicle with access to the front of the property.
15. Excludes any damage or repair to existing structures or the property other than what is described above.
16. All Permitting and Engineering is specifically excluded from this proposal and is by Owner.
17. Bourré Construction Group, LLC is not responsible for any losses incurred by customer due to acts of God, nature, war strikes, or circumstances beyond the control of Bourré Construction Group, LLC.
18. Bourré Construction Group, LLC makes no warranties or guarantees except that work performed pursuant to this contract shall conform to industry standards.
19. Builders Risk Insurance is excluded from this proposal and is by owner.
20. Costs from utility provider to include meters, tap fees, underground cable are excluded from this proposal and are by owner.
21. Landscaping is excluded from this proposal and is by owner.
22. This proposal is subject to Bourré Construction Group, LLC and Owner execution of a full standard Construction Lump Sum Agreement, if required.
23. Bourre Construction Group, LLC assumes no liability for work completed by other contractors on this project.



- 24. Low Voltage work is specifically excluded from this proposal and is by Owner.
- 25. This proposal excludes all site civil improvements and only includes the site work necessary to construct the new structure.
- 26. Owner agreed to protect the site from unauthorized access to the project site and agrees to defend and hold harmless Bourre Construction Group LLC, its owners, principals, and employees, from any and all claims, suits, and damages arising from Bourre Construction Group LLC's activities.

**Proposal Amount \$449,809**

We appreciate the opportunity to submit this proposal. If we may be of any further assistance, please do not hesitate to contact us. This proposal is good for 20 days from the date above. Acceptance of this Proposal - the above prices, specifications and conditions are satisfactory and are hereby accepted. Bourré Construction Group LLC is authorized to move forward with the development of a Construction Agreement. 20% Deposit upon execution of this proposal with balance due upon a standard draw schedule.

Thank you,  
Michael Bourré  
President

Owner's Approval:

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

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



Ron DeSantis, Governor

Melanie S. Griffin, Secretary



**STATE OF FLORIDA**  
**DEPARTMENT OF BUSINESS AND PROFESSIONAL REGULATION**

**CONSTRUCTION INDUSTRY LICENSING BOARD**

THE GENERAL CONTRACTOR HEREIN IS CERTIFIED UNDER THE  
PROVISIONS OF CHAPTER 489, FLORIDA STATUTES

**BOURRE, MICHAEL PAUL**

BOURRE CONSTRUCTION GROUP, LLC  
PO BOX 8070  
FLEMING ISLAND FL 32006

**LICENSE NUMBER: CGC1508608**

**EXPIRATION DATE: AUGUST 31, 2026**

Always verify licenses online at [MyFloridaLicense.com](http://MyFloridaLicense.com)

ISSUED: 08/18/2024

Do not alter this document in any form.

This is your license. It is unlawful for anyone other than the licensee to use this document.





# CERTIFICATE OF LIABILITY INSURANCE

Agenda Page 4 of 3  
 DATE (MM/DD/YYYY)  
 3/13/2025

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

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

<b>PRODUCER</b> Insuramerica of Florida, Inc. 4348 Southpoint Blvd Ste 200 Jacksonville FL 32216	<b>CONTACT NAME:</b> <b>PHONE (A/C No. Ext):</b> 904-332-8585		<b>FAX (A/C, No):</b> 904-296-1888
	<b>E-MAIL ADDRESS:</b> info@insuramerica-fl.com		
<b>INSURER(S) AFFORDING COVERAGE</b>			<b>NAIC #</b>
License#: L068731 BOURCON-01			<b>INSURER A:</b> American Builders Insurance Company 11240
<b>INSURED</b> Bourré Construction Group, LLC 3168 Hwy 17 South, Ste B Fleming Island FL 32003			<b>INSURER B:</b> Specialty Builders Insurance Company 16826
<b>INSURER C:</b>			
<b>INSURER D:</b>			
<b>INSURER E:</b>			
<b>INSURER F:</b>			

**COVERAGES** **CERTIFICATE NUMBER: 825307266** **REVISION NUMBER:**

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

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
B	<input checked="" type="checkbox"/> <b>COMMERCIAL GENERAL LIABILITY</b> <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input checked="" type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC OTHER:			PKG034090502	1/31/2025	1/31/2026	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 100,000 MED EXP (Any one person) \$ 5,000 PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 2,000,000 PRODUCTS - COMP/OP AGG \$ 2,000,000 \$
	<b>AUTOMOBILE LIABILITY</b> <input type="checkbox"/> ANY AUTO <input type="checkbox"/> OWNED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> HIRED AUTOS ONLY <input type="checkbox"/> NON-OWNED AUTOS ONLY						COMBINED SINGLE LIMIT (Ea accident) \$ BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ \$
	<input type="checkbox"/> <b>UMBRELLA LIAB</b> <input type="checkbox"/> OCCUR <input type="checkbox"/> <b>EXCESS LIAB</b> <input type="checkbox"/> CLAIMS-MADE DED RETENTION \$						EACH OCCURRENCE \$ AGGREGATE \$ \$
A	<b>WORKERS COMPENSATION AND EMPLOYERS' LIABILITY</b> ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	Y/N	N/A	WCV01415153	1/31/2025	1/31/2026	<input type="checkbox"/> PER STATUTE <input type="checkbox"/> OTHER E.L. EACH ACCIDENT \$ 500,000 E.L. DISEASE - EA EMPLOYEE \$ 500,000 E.L. DISEASE - POLICY LIMIT \$ 500,000

**DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)**  
 Michael P Bourré is exempt from Workers Compensation.

<b>CERTIFICATE HOLDER</b>  Bourre Construction Group 3168 Hwy 17 S, Ste B Fleming Island FL 32003	<b>CANCELLATION</b>  SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.  AUTHORIZED REPRESENTATIVE 
---------------------------------------------------------------------------------------------------------------	--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------

**11G.**

**FLEMING ISLAND PLANTATION COMMUNITY DEVELOPMENT DISTRICT  
REQUEST FOR PROPOSALS FOR TENNIS RESTROOM PAVILION PROJECT  
PART II. PROPOSAL FORM - (A) GENERAL INFORMATION**

**1. Proposer General Information**

Proposer  
Name Brogdon Builders, LLC

Street Address 6919 Distribution Ave S Unit 4

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

City Jacksonville State Florida Zip Code 32256

Telephone 904-683-2301 Fax no. \_\_\_\_\_

Internet Address www.brogdonbuilders.com

1st Contact Name Clayton Brogdon Title Manager

Contact Telephone 229-251-3603 E-Mail  
Address clayton@brogdonbuilders.com

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

Contact Telephone \_\_\_\_\_ E-Mail  
Address \_\_\_\_\_

Parent Company Name (if any) \_\_\_\_\_

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

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

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

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

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

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

**(Attach a chart showing ownership structure of Proposer.)**

**2. List the location of Proposer's office that would oversee the work.**

Street Address see above

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

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

Telephone \_\_\_\_\_ Fax No. \_\_\_\_\_

1<sup>st</sup> Contact Name \_\_\_\_\_ Title \_\_\_\_\_

2<sup>nd</sup> Contact Name \_\_\_\_\_ Title \_\_\_\_\_

**3. Company Standing**

Proposer's form of entity: LLC  
(e.g., individual, corporation, partnership, limited liability company, etc.)

In what State was the Proposer organized? Florida

Date August 2015 Charter Number (if applicable) \_\_\_\_\_

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

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

Is the Proposer registered with the State of Florida, Division of Corporations and authorized to do business in Clay County and the State of Florida?

Yes No

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

4. *Licensure*

Please list all applicable state and federal licenses or registrations, including but not limited to those for the State of Florida and Clay County:

Florida Certified Building Contractor

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

For each registration or license, provide the following information:

Type of registration (e.g., certified general contractor, certified electrical contractor, etc.)

Certified Building Contractor

\_\_\_\_\_

License No. CBC1261319 Expiration Date 8/26

Qualifying Individual Clayton Brogdon Title Manager

List company(ies) currently qualified under this license Brogdon Builders

\_\_\_\_\_

Is the registration or license in good standing?  Yes  No

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

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

**(Attach photocopies of each listed license or registration, and additional sheets as necessary.)**



Ron DeSantis, Governor

Melanie S. Griffin, Secretary



**STATE OF FLORIDA  
DEPARTMENT OF BUSINESS AND PROFESSIONAL REGULATION**

**CONSTRUCTION INDUSTRY LICENSING BOARD**

THE BUILDING CONTRACTOR HEREIN IS CERTIFIED UNDER THE  
PROVISIONS OF CHAPTER 489, FLORIDA STATUTES

**BROGDON, CLAYTON W**

BROGDON BUILDERS, LLC  
6919 DISTRIBUTION AVE S  
UNIT 4  
JACKSONVILLE FL 32256

**LICENSE NUMBER: CBC1261319**

**EXPIRATION DATE: AUGUST 31, 2026**

Always verify licenses online at [MyFloridaLicense.com](http://MyFloridaLicense.com)

ISSUED: 12/11/2024

Do not alter this document in any form.

This is your license. It is unlawful for anyone other than the licensee to use this document.



**PART II. PROPOSAL FORM - (B) PERSONNEL & EQUIPMENT  
CORPORATE OFFICERS  
(Attach additional sheets if necessary)**

Company Name Brogdon Builders, LLC Date Feb 13, 2025

Provide the following information for Officers of the proposer and parent company, if any. Attach resumes for all such individuals.

NAME OF PROPOSER	POSITION OR TITLE	CORPORATE RESPONSIBILITIES	INDIVIDUAL'S RESIDENCE CITY, STATE
Clayton Brogdon	Manager	Owner/Manager	Florida
<b>FOR PARENT COMPANY (if applicable)</b>			





4. *Provide a list of all Subcontractors / Suppliers that will be hired by Proposer for the Project.*

Name of Subcontractor / Supplier	Contact / Phone # / E-Mail Address	Role in Project (State whether subcontractor/supplier will be involved in the work being performed)	Total Value of Goods or Services Anticipated to Be Provided
All Service Electric	1556 Whitlock Ave Jacksonville, FL 32211	Electric	
Capital Concrete	134 Poole Blvd St Augustine, FL 32095	Concrete	
All Scale Plumbing	1518 Whitlock Ave Jacksonville, FL 32211	Plumbing	
Solutions Heating and Air	11855 N Main St #4 Jacksonville, FL 32218	HVAC	
Custom Drywall Repair	14419 Chantilly Court Jacksonville, FL 32223	Drywall	

(Attach additional sheets as necessary.)





**Bid Bond**

**CONTRACTOR:**

*(Name, legal status and address)*

BROGDON BUILDERS, LLC  
6919 DISTRIBUTION AVE S, UNIT 4  
JACKSONVILLE, FL 32256

**SURETY:**

*(Name, legal status and principal place of business)*

The Gray Casualty & Surety Company  
P.O. Box 6202  
Metairie, LA 70009-6202

This document has important legal consequences. Consultation with an attorney is encouraged with respect to its completion or modification. Any singular reference to Contractor, Surety, Owner or other party shall be considered plural where applicable.

**OWNER:**

*(Name, legal status and address)*

Fleming Island Plantation Community Development District  
210 North University Dr Suite 702  
Coral Springs, FL 33071

**BOND AMOUNT:**

5% Five Percent of Amount Bid

**PROJECT:**

*(Name, location or address, and Project number, if any)* FLEMING ISLAND PLANTATION TENNIS RESTROOM PAVILION  
PROJECT, 2312 Town Center Blvd Fleming Island, FL 32003 Project Number, if any:

The Contractor and Surety are bound to the Owner in the amount set forth above, for the payment of which the Contractor and Surety bind themselves, their heirs, executors, administrators, successors and assigns, jointly and severally, as provided herein. The conditions of this Bond are such that if the Owner accepts the bid of the Contractor within the time specified in the bid documents, or within such time period as may be agreed to by the Owner and Contractor, and the Contractor either (1) enters into a contract with the Owner in accordance with the terms of such bid, and gives such bond or bonds as may be specified in the bidding or Contract Documents, with a surety admitted in the jurisdiction of the Project and otherwise acceptable to the Owner, for the faithful performance of such Contract and for the prompt payment of labor and material furnished in the prosecution thereof; or (2) pays to the Owner the difference, not to exceed the amount of this Bond, between the amount specified in said bid and such larger amount for which the Owner may in good faith contract with another party to perform the work covered by said bid, then this obligation shall be null and void, otherwise to remain in full force and effect. The Surety hereby waives any notice of an agreement between the Owner and Contractor to extend the time in which the Owner may accept the bid. Waiver of notice by the Surety shall not apply to any extension exceeding sixty (60) days in the aggregate beyond the time for acceptance of bids specified in the bid documents, and the Owner and Contractor shall obtain the Surety's consent for an extension beyond sixty (60) days.

If this Bond is issued in connection with a subcontractor's bid to a Contractor, the term Contractor in this Bond shall be deemed to be Subcontractor and the term Owner shall be deemed to be Contractor.

When this Bond has been furnished to comply with a statutory or other legal requirement in the location of the Project, any provision in this Bond conflicting with said statutory or legal requirement shall be deemed deleted herefrom and provisions conforming to such statutory or other legal requirement shall be deemed incorporated herein. When so furnished, the intent is that this Bond shall be construed as a statutory bond and not as a common law bond.

Signed and sealed this 13th day of February, 2025

*Carmy Bach*  
\_\_\_\_\_  
*(Witness)*

BROGDON BUILDERS, LLC  
*(Principal)* \_\_\_\_\_ *(Seal)*

By: *[Signature]*  
\_\_\_\_\_  
*(Title) Manager*

*Elizabeth Womack*  
\_\_\_\_\_  
*(Witness)* Elizabeth Womack

The Gray Casualty & Surety Company  
*(Surety)*

By: *Jeffrey W. Reich*  
\_\_\_\_\_  
*(Title) Jeffrey W. Reich, Attorney-in-Fact & FL Licensed Resident Agent*  
Inquiries: 407-786-7770



By arrangement with the American Institute of Architects, the National Association of Surety Bond Producers (NASBP) ([www.nasbp.org](http://www.nasbp.org)) makes this form document available to its members, affiliates, and associates in Microsoft Word format for use in the regular course of surety business. NASBP vouches that the original text of this document conforms exactly to the text in AIA Document A310-2010, Bid Bond. Subsequent modifications may be made to the original text of this document by users, so careful review of its wording and consultation with an attorney are encouraged before its completion, execution or acceptance.

**THE GRAY INSURANCE COMPANY  
THE GRAY CASUALTY & SURETY COMPANY**

**GENERAL POWER OF ATTORNEY**

**Bond Number:** Bid Bond  
**Principal:** BROGDON BUILDERS, LLC  
**Obligee:** Fleming Island Plantation Community Development District

KNOW ALL BY THESE PRESENTS, THAT The Gray Insurance Company and The Gray Casualty & Surety Company, corporations duly organized and existing under the laws of Louisiana, and having their principal offices in Metairie, Louisiana, do hereby make, constitute, and appoint: Jeffrey W. Reich

on behalf of each of the Companies named above its true and lawful Attorney(s)-in-Fact, to make, execute, seal and deliver, for and on its behalf and as its deed, bonds, or other writings obligatory in the nature of a bond, as surety, contracts of suretyship as are or may be required or permitted by law, regulation, contract or otherwise, provided that no bond or undertaking or contract of suretyship executed under this authority shall exceed the amount of \$25,000,000.00.

This Power of Attorney is granted and is signed by facsimile under and by the authority of the following Resolutions adopted by the Boards of Directors of both The Gray Insurance Company and The Gray Casualty & Surety Company at meetings duly called and held on the 26<sup>th</sup> day of June, 2003.

“RESOLVED, that the President, Executive Vice President, any Vice President, or the Secretary be and each or any of them hereby is authorized to execute a power of Attorney qualifying the attorney named in the given Power of Attorney to execute on behalf of the Company bonds, undertakings, and all contracts of surety, and that each or any of them is hereby authorized to attest to the execution of such Power of Attorney, and to attach the seal of the Company; and it is

FURTHER RESOLVED, that the signature of such officers and the seal of the Company may be affixed to any such Power of Attorney or to any certificate relating thereto by facsimile, and any such Power of Attorney or certificate bearing such facsimile signature or facsimile seal shall be binding upon the Company now and in the future when so affixed with regard to any bond, undertaking or contract of surety to which it is attached.

IN WITNESS WHEREOF, The Gray Insurance Company and The Gray Casualty & Surety Company have caused their official seals to be hereinto affixed, and these presents to be signed by their authorized officers this 28<sup>th</sup> day of October, 2021.



By:

*Michael T. Gray*

Michael T. Gray  
President  
The Gray Insurance Company

*Cullen S. Piske*

Cullen S. Piske  
President  
The Gray Casualty & Surety Company



State of Louisiana

ss:

Parish of Jefferson

On this 28<sup>th</sup> day of October, 2021, before me, a Notary Public, personally appeared Michael T. Gray, President of The Gray Insurance Company, and Cullen S. Piske, President of The Gray Casualty & Surety Company, personally known to me, being duly sworn, acknowledged that they signed the above Power of Attorney and affixed the seals of the companies as officers of, and acknowledged said instrument to be the voluntary act and deed, of their companies.



Leigh Anne Henican  
Notary Public  
Notary ID No. 92853  
Orleans Parish, Louisiana

*Leigh Anne Henican*

Leigh Anne Henican  
Notary Public, Parish of Orleans State of Louisiana  
My Commission is for Life

I, Mark S. Manguno, Secretary of The Gray Insurance Company, do hereby certify that the above and forgoing is a true and correct copy of a Power of Attorney given by the companies, which is still in full force and effect. IN WITNESS WHEREOF, I have set my hand and affixed the seals of the Company this 13th day of February, 2025.

*Mark Manguno*

I, Leigh Anne Henican, Secretary of The Gray Casualty & Surety Company, do hereby certify that the above and forgoing is a true and correct copy of a Power of Attorney given by the companies, which is still in full force and effect. IN WITNESS WHEREOF, I have set my hand and affixed the seals of the Company this 13th day of February, 2025.

*Leigh Anne Henican*





# FLORIDA SURETY BONDS, INC.

620 N. Wymore Road, Suite 200  
Maitland, FL 32751  
407-786-7770  
Fax 407-786-7766

888-786-BOND (2663)  
Fax 888-718-BOND (2663)

[www.FloridaSuretyBonds.com](http://www.FloridaSuretyBonds.com)

February 18, 2025

**RE: BROGDON BUILDERS, LLC**

To Whom It May Concern,

It is a privilege to be the surety agents for BROGDON BUILDERS, LLC. Bonds are currently written through The Gray Insurance Company which is A.M. Best Rated "A-, VIII" and has a U.S. Treasury Listing of \$21,807,000.

BROGDON BUILDERS, LLC is an outstanding contractor and we hold them in the highest regard. We are extremely confident in our contractor and encourage you to offer them an opportunity to execute any upcoming projects.

We usually anticipate no difficulties in providing surety bonds for BROGDON BUILDERS, LLC in the \$6,000,000 single, \$12,000,000 aggregate range. These limits are merely guidelines and can be extended subject to underwriting which includes surety review of the contract terms, pertinent bond forms and general financial reporting at the time of said request.

This letter is not an assumption of liability or a commitment to provide any bonds unless all underwriting requirements including contract, bond form and financing review are met prior to issuing any bonds. Neither our agency, nor the surety is liable for any damages relating to this letter or project.

Should you have any questions, please do not hesitate to contact me. My email is [sarah@floridasuretybonds.com](mailto:sarah@floridasuretybonds.com) and my direct line is 407-755-6353.

Best regards,

A handwritten signature in blue ink that reads "Sarah K O'Linn". The signature is written in a cursive, flowing style.

Sarah K. O'Linn

Vice President, Florida Surety Bonds



[Department of State](#) / [Division of Corporations](#) / [Search Records](#) / [Search by Entity Name](#) /

## Detail by Entity Name

Florida Limited Liability Company  
 BROGDON BUILDERS, LLC

### Filing Information

**Document Number** L15000126036  
**FEI/EIN Number** 47-4634262  
**Date Filed** 07/23/2015  
**Effective Date** 07/23/2015  
**State** FL  
**Status** ACTIVE

### Principal Address

6919 DISTRIBUTION AVE S,  
 UNIT 4  
 JACKSONVILLE, FL 32256

Changed: 04/27/2017

### Mailing Address

6919 DISTRIBUTION AVE S,  
 UNIT 4  
 JACKSONVILLE, FL 32256

Changed: 04/27/2017

### Registered Agent Name & Address

BROGDON, CLAYTON W  
 6919 DISTRIBUTION AVE S,  
 UNIT 4  
 JACKSONVILLE, FL 32256

Address Changed: 02/24/2020

### Authorized Person(s) Detail

#### **Name & Address**

Title MGR

BROGDON, CLAYTON W  
 6919 DISTRIBUTION AVE S,

**Annual Reports**

<b>Report Year</b>	<b>Filed Date</b>
2023	02/06/2023
2024	01/16/2024
2025	02/01/2025

**Document Images**

<a href="#">02/01/2025 -- ANNUAL REPORT</a>	<a href="#">View image in PDF format</a>
<a href="#">01/16/2024 -- ANNUAL REPORT</a>	<a href="#">View image in PDF format</a>
<a href="#">02/06/2023 -- ANNUAL REPORT</a>	<a href="#">View image in PDF format</a>
<a href="#">01/24/2022 -- ANNUAL REPORT</a>	<a href="#">View image in PDF format</a>
<a href="#">02/01/2021 -- ANNUAL REPORT</a>	<a href="#">View image in PDF format</a>
<a href="#">02/24/2020 -- ANNUAL REPORT</a>	<a href="#">View image in PDF format</a>
<a href="#">01/02/2019 -- ANNUAL REPORT</a>	<a href="#">View image in PDF format</a>
<a href="#">01/15/2018 -- ANNUAL REPORT</a>	<a href="#">View image in PDF format</a>
<a href="#">01/13/2017 -- ANNUAL REPORT</a>	<a href="#">View image in PDF format</a>
<a href="#">02/15/2016 -- ANNUAL REPORT</a>	<a href="#">View image in PDF format</a>
<a href="#">07/23/2015 -- Florida Limited Liability</a>	<a href="#">View image in PDF format</a>

**PART II. PROPOSAL FORM - (C) EXPERIENCE**

1. *Describe at least THREE projects of similar size and scope to the Project that Proposer has undertaken. For each project, provide the following information (attach additional sheets to complete).*

Project Name/Location: Entrada Amenity Center – St Augustine

Reference Contact: James Teagle

Contact Phone/E-Mail: [jeteagle@drhorton.com](mailto:jeteagle@drhorton.com) 904-268-2854

Dollar Amount of Contract: \$3.7 million

Scope of Services for Project: Amenity center for DR Horton including clubhouse, lap pool, pickleball courts, basketball courts, landscaping, sitework

---

---

---

---

---

---

---

---

Start Date: 2023-2024

Current Status of the Project: complete

---

---

---

2. ***Has the Proposer previously performed work/or a community development district?*** **Yes**  
*U No U If yes, please provide the following information for each project (attach additional sheets as necessary):*

Project Name/Location: Rivers Edge CDD (Rivertown)

Reference Contact: Prosser

Contact Phone/E-Mail: celeste.andrews@primeeng.com

Dollar Amount of Contract: \$342,048

Scope of Services for Project: Pickleball courts and fencing

---

---

---

---

---

---

---

---

Start Date: 2024

Current Status of the Project: complete

---

---

---

3. *Has the Proposer ever failed to complete a contract, or had any contracts terminated before the work was completed? Yes U No U For each such incident, please provide the following information (attach additional sheets as necessary):*

Reference Contact: \_\_\_\_\_ N/A \_\_\_\_\_

Contact Phone/E-Mail: \_\_\_\_\_

Dollar Amount of Contract: \_\_\_\_\_

Scope of Services for Project: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

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

Reason: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

4. *Has any officer or partner of the Proposer ever been an officer, partner, or owner of some other organization that has/ailed to complete a construction contract? Yes U No U For each such incident, please provide the following information (attach additional sheets as needed):*

Reference Contact: \_\_\_\_\_ *N/A* \_\_\_\_\_

Contact Phone/E-Mail: \_\_\_\_\_

Dollar Amount of Contract: \_\_\_\_\_

Scope of Services for Project: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

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

Reason: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

5. *Has the Proposer or any of its officers or employees, or any of Proposer's proposed subcontractors or materialmen, ever previously conducted work, or provided materials for work, at this community, whether as a contractor, subcontractor, materialman or in some other capacity? Please describe who and in what capacity, and when:*

*Yes, Brogdon Builders built pickleball courts for Fleming Island*

*Plantation CDD*

*Contract Amount - \$382,480.00*

*Status: Complete*

---

---

---

---

---

---

---

---

---

---

**FLEMING ISLAND PLANTATION COMMUNITY DEVELOPMENT DISTRICT  
REQUEST FOR PROPOSALS FOR TENNIS RESTROOM PAVILION PROJECT  
PART II. PROPOSAL FORM - (E) PRICING**

**SECTION 1. PRICING.**

Furnish and install all material, equipment and labor for the work complete and acceptable for construction of all infrastructure and appurtenances **as outlined in the Proposal Form attached as Exhibit A (to be prepared and completed by Proposer)** for the total lumps sum of:

Six hundred seventy-two thousand one hundred seventy-six dollars and zero cents

\_\_\_\_\_ (In Words).  
 \$672,176.00 \_\_\_\_\_ (In Figures).

Note: This lump sum amount must match the extended total price on the Proposer-provided Proposal Form attached as **Exhibit A** which shall provide detailed quantities, associated unit costs, and line item costs (extended to provide for total cost). In addition to providing a hard copy of this Bid Form, **this information must be submitted electronically by the Proposer in Excel format.** Please be advised the selected Contractor will be responsible for construction stakeout and the retention of a surveyor to perform such work; accordingly, a corresponding line item must be included in all submitted Proposals.

The undersigned proposes to construct all work, or portion thereof, necessary to construct a tennis restroom pavilion as shown on plans prepared by Prosser Prime AE., and Eiland & Associates survey, and in accordance with Clay County, and the St. Johns River Water Management District permits.

All proposals shall include coordination of construction with others.

All applicable federal and State of Florida taxes are included.

The offer in this Proposal Form shall be open to acceptance and is irrevocable for thirty (30) days from the proposal opening date.

If this proposal is accepted by the District within the time period stated above, we will:

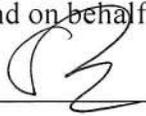
1. Execute the Contract within seven days of receipt of Notice of Award, unless such time period is otherwise extended by the District.
2. Furnish the required bonds within seven days of receipt of Notice of Award.
3. Commence work within five days after written Notice to Proceed of this proposal.

In addition to completing the Proposal Form attached hereto as **Exhibit A**, Proposer shall create and provide with its proposal an itemized Schedule of Values for each numbered item set forth on the attached Proposal Form. The Schedule of Values shall outline all work items that will be used for monthly pay requests and the amounts thereon will be used for negotiating change orders.

The undersigned has visited the site, examined the plans, specifications and any addenda thereto, is acquainted with and fully understands the character and extent of the Scope of Work covered by this Proposal; and the specific requirements of Clay County, and all other regulatory agencies. The

undersigned has carefully checked this Proposal after it was prepared and has verified all items, quantities, unit costs, and values and agrees to indemnify and save harmless the Owner against any cost, damage or expense which may be incurred or caused by any error in the preparation of same.

This proposal made by and on behalf of:

Proposer Signature:  Date: 3-11-25

Address: 6919 Distribution Ave S Unit 4 Jacksonville, FL 32256

By: Clayton Brogdon

Print Name: Clayton Brogdon

**PROPOSAL FORM**  
**EXHIBIT A TO PART II. PROPOSAL FORM - (E) PRICING**

**Fleming Island Plantation - Tennis Restroom Pavilion Project**

**Please Refer to Item No. in BID Description Section (Some Item No's. May Be Not Applicable  
 {N/A})**

<b>Item No. &amp; Description</b>	<b>TOTAL</b>
1. MOBILIZATION AND SITE PREPARATION	\$ 5,000.00 _____
2. EROSION AND SEDIMENT CONTROL	\$ 2,500.00 _____
3. STORM WATER POLLUTION PREVENTION	\$ 2,500.00 _____
4. CLEARING	\$8,000.00 _____
5. TENNIS RESRTOOM PAVILION	\$599,026.00 _____
6. LIGHTING	\$30,000.00 _____
7. TESTING ALLOWANCE	\$150.00 _____
8. SEEDING & MULCHING	\$15,000.00 _____
9. BONDING/WARRANTY	\$10,000.00 _____
 <b>Project Total</b>	 \$672,176.00 _____

1. **MOBILIZATION AND SITE PREPARATION** - Includes the preparatory work and operations in mobilizing to begin the work and demobilizing upon completion of work on the project. Work will include any site preparation necessary for construction. This item will be paid for on a percentage of total construction complete basis.

**Total**

Lump Sum Price: \$5,000.00 \_\_\_\_\_ (Numerals)

Five thousand dollars \_\_\_\_\_ (Written)

2. **EROSION AND SEDIMENT CONTROL** - Includes all measures that are required to comply with the State of Florida water quality standards. This includes, but is not limited to silt screens, sodding, or other such measures that shall prevent the discharge of turbid waters from the site and minimize erosion of all graded areas. This item includes all measures necessary to meet agency quality standards and requirements. Testing results will be provided to the Owner on a regular basis or when requested. The site will be inspected on a regular basis by the Owner's Representative and will produce a weekly report with actions items indicating deficiencies. All Deficiencies must be repaired in seven days or less, or the contractor must provide in writing why the deficiencies cannot be addressed within the seven-day limit. Failure to correct a deficiency in the first seven days will result in a written warning. If the deficiency is not corrected after fourteen days the Owners Representative will make the repair and the Contractor will be back charged for the cost of the repair and a \$500.00 fine for each line item not addressed. Upon final acceptance of the site from Clay County & SJRWMD. The contractor shall remove sediment control measures once the grassing and 70% stabilization is established.

**Total**

Lump Sum Price: \$2,500.00 \_\_\_\_\_ (Numerals)

Two thousand five hundred dollars \_\_\_\_\_ (Written)

3. **STORM WATER POLLUTION PREVENTION PLAN** - Notice of Intent (NOi) to be filed by the contractor. The contractor shall adhere to all Federal rules and regulations regarding the National Pollutant Discharge Elimination System (NPDES) for construction and ground water discharge. The Storm Water Pollution Prevention Plan (SWPPP) included in these plans shall establish the minimum requirements allowed. The contractor shall implement additional measures, as required, to ensure compliance with the NPDES requirements. This item does include erosion controls item shown on the erosion and turbidity control plans or erosion and turbidity controls required by Clay County, or the St. Johns River Water Management District. Contractor shall provide specifications and shop drawings on all material to be used as part of the SWPPP.

**Total**

Lump Sum Price: \$2,500.00 \_\_\_\_\_ (Numerals)

Two thousand five hundred dollars \_\_\_\_\_ (Written)

4. **CLEARING** - Includes complete clearing and grubbing and burning (if allowed) or removal off-site of all brush, roots, and all other debris in accordance with the City of Clay Standards and Specifications in the roadway rights-of-way. Special care shall be taken to ensure preservation of all natural vegetative areas indicated on the plans, existing mailboxes, and existing edge of pavement.

**Total**

Lump Sum Price: \$8,000.00 (Numerals)

Eight thousand dollars (Written)

5. **TENNIS RESTROOM PAVILION** - Includes construction of tennis restroom pavilion with utilities connected in accordance with the Clay County Utility Authority. The Contractor will be required to locate the existing utilities for the site along with the source of power for the lighting.

**Total**

Lump Sum Price: \$599,026.00 (Numerals)

five hundred ninety-nine thousand twenty six dollars (Written)

6. **LIGHTING**- Includes complete compliance with the electrical plans and lighting installation. The Contractor will be required to locate the source of power for the proposed lighting sources and produce conduit as needed. Standards and Specifications are highlighted in the Manufactures guidelines.

**Total**

Lump Sum Price: \$30,000.00 (Numerals)

Thirty thousand dollars (Written)

7. **TESTING ALLOWANCE** - Although the requirement for testing is stated in other bid items, the cost for all testing associated with the construction of the proposed development Infrastructure is to be included in the Contractors Contract within this allowance. This includes, but is not limited to, all LBR tests, compaction tests, asphalt coring, pressure tests, etc. Please provide an allowance for this item, but all reimbursements for this item will be made to the Contractor based upon the actual testing company invoices. The testing allowance shall be Lump Sum Bid - Price Not to Exceed. Any additional cost for testing requirements beyond this amount will be at the cost of the Contractor. The Owner must approve the Contractors testing company.

**Total**

Lump Sum Price: \$150.00 (Numerals)

One hundred fifty dollars (Written)

8. **SEEDING & MULCHING** - Includes the complete grassing and mulching of all disturbed areas. Seed selection shall be a mix that is seasonally appropriate to germinate in a timely manner to establish cover.

**Total**

Lump Sum Price: \$15,000.00 \_\_\_\_\_ (Numerals)

\_\_\_\_\_ Fifteen thousand dollars \_\_\_\_\_ (Written)

9. **BONDING AND WARRANTY** - Cost to secure payment in accordance to Clay County and Processes and Standards

a. Payment and Performance Bond: \$10,000.00 \_\_\_\_\_ (Numerals)  
\_\_\_\_\_ Ten thousand dollars \_\_\_\_\_ (Written)

b. Contractor's Warranty: \$ 0 \_\_\_\_\_ (Numerals)  
\_\_\_\_\_ Zero dollars \_\_\_\_\_ (Written)

**Total**

Lump Sum Price: \$10,000.00 \_\_\_\_\_ (Numerals)

\_\_\_\_\_ (Written)

**PROJECT TOTAL**

\$672,176.00 \_\_\_\_\_ (Numerals)

\_\_\_\_\_ Six hundred seventy-two thousand one hundred seventy-six dollars \_\_\_\_\_  
(Written)

**GENERAL NOTES TO**  
**PROPOSAL FORM**  
**EXHIBIT A TO PART II. PROPOSAL FORM - (E) PRICING**

1. The Contractor shall submit a detailed construction schedule with the bid proposal that outlines time frames for major work items. This schedule will be used in bid evaluation.
2. The Contractor is required to perform all tests as required by Clay County and prior to project acceptance.
0. 3. The Contractor is responsible for visually inspecting the entire site prior to submitting bids and notifying the Engineer of discrepancies, which may affect the construction and its cost.
4. The selected Contractor will be required to submit an itemized schedule of values outlining all work items that will be used for monthly pay requests.
5. Standard contract documents as provided by the Owner will be used for the Contract and General Conditions.
6. Stub out all utilities beyond pavement edge as needed to continue into next phase and not disturb pavement of previous phase.
7. The Owner will provide the following survey stakeout work for the Contractor. All other necessary survey work must be provided by the Contractor.
  - A. Project Benchmark
8. The Contractor shall be responsible for coordinating all work necessary with all utility subcontractor companies.
9. The Contractor shall be responsible for coordinating the work necessary to complete all final approvals and acceptances.
10. Contractor shall complete his work in a professional and workman like manner typical of his industry. There shall be no sections or parts missing. Further, the work shall be complete and able to function for its intended use. The work must be continuous.
11. All storm drainage must be maintained to each property owner during construction. If this does not occur, the Contractor will be responsible for any damage that may result.
12. Burning of clearing debris generated on this project area may be burned as allowed by the Clay County Fire Marshall.

13. The Contractor shall specify subcontractors to be used for major work items, i.e. water, reuse, paving.
14. Contractor shall secure and pay for all paving and drainage construction permits, building permits, right-of-way construction permits, county permit, electrical permit, water and electrical meters (if applicable), installation fees, electrical inspection fees, if any required.

**FLEMING ISLAND PLANTATION COMMUNITY DEVELOPMENT DISTRICT  
REQUEST FOR PROPOSALS FOR TENNIS RESTROOM PAVILION PROJECT  
PART II. PROPOSAL FORM - (F) SCHEDULE**

Contractor shall submit along with this Proposal a chart of its detailed project schedule. The chart shall use March 10, 2025, as the start date for the project and use calendar days for purposes of indicating the project's duration. The chart shall also include such milestones included at the Proposer's discretion; however, at the very least the chart shall identify dates for the issuance of the Notice to Proceed, the achievement of Substantial Completion and the application for Final Payment, as such events are defined in the Standard General Conditions of the Contract, respectively. In addition to the definitions in the Standard General Conditions of the Contract, Substantial Completion shall include the completion of pavement and a punch list from Clay County and application for Final Payment shall include receipt of Clay County Subdivision Acceptance Letter. Important milestones to be clearly denoted in the schedule include: Clay County Acceptance Schedule and System Acceptance Schedule. The number of days occurring between the issuance of the Notice to Proceed and the achievement of Substantial Completion is: One hundred eighty days (in words) 180 (in figures); the achievement of application of Final Payment is: Two hundred ten days (in words) 210 (in figures) . The Owner reserves the right to waive any informalities, or to reject any and all proposals.

FLEMING ISLAND PLANTATION COMMUNITY DEVELOPMENT DISTRICT  
REQUEST FOR PROPOSALS FOR TENNIS RESTROOM PAVILION PROJECT  
PART II. PROPOSAL FORM - (G) LEGAL MATTERS

1. *List and describe any and all litigation, arbitration or claims filed against the Proposer or its affiliates or principals within the last five (5) years. For each instance, please describe the nature of the litigation, arbitration or claim, identify the case number and tribunal, describe the Proposer's role in the matter, and describe the status and/or resolution of the litigation. (Attach additional sheets if necessary.)*

Identify the Case # and Tribunal: \_\_\_\_\_

Describe the Nature of the Action: \_\_\_\_\_

Not applicable

---

---

---

Describe the Proposer's Role in the Action and Describe the Status and/or Resolution:

---

---

---

2. *List any and all governmental enforcement actions (e.g., any action taken to impose fines, penalties, etc.) taken against the Proposer or its affiliates or principals in the last five (5) years. For each action, please describe the nature of the action, identify the case number and tribunal, describe the Proposer's role in the matter, and describe the status and/or resolution of the matter. (Attach additional sheets if necessary.)*

Identify the Case# and Tribunal: \_\_\_\_\_

Describe the Nature of the Action: \_\_\_\_\_

Not applicable

---

---

---

Describe the Proposer's Role in the Action and Describe the Status and/or Resolution:

---

---

---

3. *Has the Proposer or any of its affiliates ever been either disqualified or denied prequalification status by a governmental entity? Yes  No*  If so, please identify the governmental entity and project, and discuss the circumstances surrounding such denial or disqualification as well as the date thereof. (Attach additional sheets if necessary.)

Identify the Case # and Tribunal: \_\_\_\_\_

Describe the Nature of the Action: \_\_\_\_\_

Not applicable

---

---

---

Describe the Proposer's Role in the Action and Describe the Status and/or Resolution:

---

---

---

4. *Please state whether or not your company or any of its affiliates are presently barred or suspended from bidding or contracting on any state, local, or federal-aid contracts in any state(s)? Yes  No*

If so, state the name(s) of the company(ies) not applicable \_\_\_\_\_

---

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

State the period(s) of debarment or suspension \_\_\_\_\_

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

---

---

---

---

5. *Has the Proposer company been cited by OSHA or any job site or company office/ shop safety violations in the past five years? Yes U (No U)*

If yes, please describe each violation fine, and resolution \_\_\_\_\_

no

---

---

What is the Proposer's current worker compensation rating? \_\_\_\_\_

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

If yes, please describe the incident: no \_\_\_\_\_

---

6. *Safety of the community's residents and property is a priority. Please describe any background checks or other security measures that have been or will be taken with respect to the hiring and retention of the Proposer's personnel (and/or any subcontractors' personnel) who will be involved with the Project. Also, please describe what security measures will be taken to ensure that on-site personnel are properly supervised. Attach a copy of the Proposer's security policy that would be included as part of the form of contract.*

---

---

---

---

---

**FLEMING ISLAND PLANTATION COMMUNITY DEVELOPMENT DISTRICT  
REQUEST FOR PROPOSALS FOR TENNIS RESTROOM PAVILION PROJECT**

**SWORN STATEMENT PURSUANT TO SECTION 287.133(3)(N),  
FLORIDA STATUTES, ON PUBLIC ENTITY CRIMES**

**TIDS FORM MUST BE SIGNED AND SWORN TO IN THE PRESENCE OF A NOTARY PUBLIC  
OR OTHER OFFICIAL AUTHORIZED TO ADMINISTER OATHS.**

1. This sworn statement is submitted to Fleming Island Plantation Community Development District  
(print name of the public entity)

by Clayton Brogdon  
(print individual's name and title)

for Brogdon Builders, LLC  
(print name of entity submitting sworn statement)

whose business address is

6919 Distribution Ave S Unit 4 Jacksonville, FL 32256

and (if applicable) its Federal Employer Identification Number (FEIN) is 47-4634262

(If the entity has no FEIN, include the Social Security Number of the individual signing this sworn statement \_\_\_\_\_)

2. I understand that a "public entity crime" as defined in Paragraph 287.133(1)(g), *Florida Statutes*, means a violation of any state or federal law by a person with respect to and directly related to the transaction of business with any public entity or with any agency or political subdivision of any other state or of the United States, including, but not limited to, any bid or contract for goods or services to be provided to any public entity or an agency or political subdivision of any other state or of the United States and involving antitrust, fraud, theft, bribery, collusion, racketeering, conspiracy, or material misrepresentation.

3. I understand that "convicted" or "conviction" as defined in Paragraph 287.133(1)(b), *Florida Statutes*, means a finding of guilt or a conviction of a public entity crime, with or without an adjudication of guilt, in any federal or state trial court of record relating to charges brought by indictment or information after July 1, 1989, as a result of a jury verdict, nonjury trial, or entry of a plea of guilty or nolo contendere.

4. I understand that an "affiliate" as defined in Paragraph 287.133(1)(a), *Florida Statutes*, means:

a. A predecessor or successor of a person convicted of a public entity crime; or

b. An entity under the control of any natural person who is active in the management of the entity and who has been convicted of a public entity crime. The term "affiliate" includes those officers, directors, executives, partners, shareholders, employees, members, and agents who are active in the management of an affiliate. The ownership by one person of shares constituting a controlling

interest **in** another person, or a pooling of equipment or income among persons when not for fair market value under an arm's length agreement, shall be a prim a facie case that one person controls another person. A person who knowingly enters into a joint venture with a person who has been convicted of a public entity crime in Florida during the preceding 36 months shall be considered an affiliate.

5. I understand that a "person" as defined in Paragraph 287.133(1)(e), *Florida Statutes*, means any natural person or entity organized under the laws of any state or of the United States with the legal power to enter into a binding contract and which bids or applies to bid on contracts for the provision of goods or services let by a public entity, or which otherwise transacts or applies to transact business with a public entity. The term "person" includes those officers, directors, executives, partners, shareholders, employees, members, and agents who are active in management of an entity.

Based on information and belief, the statement which I have marked below is true in relation to the entity submitting this sworn statement. **(Indicate which statement applies.)**



Neither the entity submitting this sworn statement, nor any of its officers, directors, executives, partners, shareholders, employees, members, or agents who are active in the management of the entity, nor any affiliate of the entity has been charged with and convicted of a public entity crime subsequent to July 1, 1989.

The entity submitting this sworn statement, or one or more of its officers, directors, executives, partners, shareholders, employees, members or agents who are active in the management of the entity or an affiliate of the entity has been charged with and convicted of a public entity crime subsequent to July 1, 1989.

The entity submitting this sworn statement, or one or more of its officers, directors, executives, partners, shareholders, employees, members or agents who are active in the management of the entity or an affiliate of the entity has been charged with and convicted of a public entity crime subsequent to July 1, 1989. However, there has been a subsequent proceeding before a Hearing Officer of the State of Florida, Division of Administrative Hearings and the Final Order entered by the Hearing Officer determined that it was not **in** the public interest to place the entity submitting this sworn statement on the convicted vendor list. **(Attach a copy of the final order.)**

IT SHALL BE THE RESPONSIBILITY OF THE CONTRACTOR/VENDOR EXECUTING THIS PUBLIC ENTITY CRIME AFFIDAVIT TO VERIFY THAT NONE OF THE SUBCONTRACTORS/SUPPLIERS UTILIZED FOR THIS BID/QUOTE HAVE BEEN CONVICTED OF A PUBLIC ENTITY CRIME SUBSEQUENT TO JULY 1, 1989. IN THE EVENT IT IS LATER DISCOVERED THAT A SUBCONTRACTOR/SUPPLIER HAS BEEN CONVICTED OF A PUBLIC ENTITY CRIME, THE CONTRACTOR/VENDOR SHALL SUBSTITUTE THE SUBCONTRACTOR/ SUPPLIER WITH ANOTHER WHO HAS NOT RECEIVED A CONVICTION. ANY COST ASSOCIATED WITH THIS SUBSTITUTION SHALL BE THE SOLE RESPONSIBILITY OF THE CONTRACTOR/VENDOR.

I UNDERSTAND THAT THE SUBMISSION OF THIS FORM TO THE CONTRACTING OFFICER FOR THE PUBLIC ENTITY IDENTIFIED IN PARAGRAPH 1 (ONE) ABOVE IS FOR THAT PUBLIC ENTITY ONLY AND THAT THIS FORM IS VALID THROUGH DECEMBER 31 OF THE CALENDAR YEAR IN WHICH IT IS FILED. I ALSO UNDERSTAND THAT I AM REQUIRED TO INFORM THE PUBLIC ENTITY PRIOR TO ENTERING INTO A CONTRACT IN EXCESS OF THE THRESHOLD AMOUNT PROVIDED IN SECTION 287.017, FLORIDA STATUTES, FOR CATEGORY TWO OF ANY CHANGE IN THE INFORMATION CONTAINED IN THIS FORM.

Dated this 11 day of March, 2025.

(Corporate Seal, if applicable)

Brogdon Builders, LLC  
(Name of Proposer)



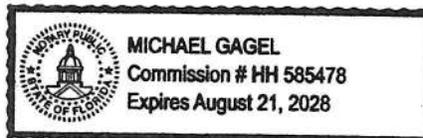
By: Clayton Brogdon

Title: Manager

STATE OF FL  
COUNTY OF St Johns

The foregoing instrument was sworn and subscribed before me by means of  physical presence or  online notarization, this 11 day of March, 2025, by Clayton Brogdon of Brogdon Builders, who is personally known to me or who has produced DL as identification, and did [ ] or did not [ ] take the oath.

Notary Public, State of Florida  
Print Name: Michael Gagel  
Commission No.: HH 585478  
My Commission Expires: 8/21/28



**FLEMING ISLAND PLANTATION COMMUNITY DEVELOPMENT DISTRICT  
REQUEST FOR PROPOSALS FOR TENNIS RESTROOM PAVILION PROJECT**

**SWORN STATEMENT REGARDING SCRUTINIZED COMPANIES**

1. This sworn statement is submitted to Fleming Island Plantation CDD ("District")

By Clayton Brogdon  
(print individual's name and title)

for Brogdon Builders, LLC  
(print name of "Proposer" submitting sworn statement)

whose business address is

6919 Distribution Ave S Unit 4 Jacksonville, FL 32256

2. I understand that, subject to limited exemptions, Section 287.135, *Florida Statutes*, provides that a company that at the time of bidding or submitting a Proposal for a new contract or renewal of an existing contract is on the Scrutinized Companies that Boycott Israel List, the Scrutinized Companies with Activities in Sudan List, the Scrutinize Companies with Activities in the Iran Petroleum Energy Sector List, or is engaged in business operations in Cuba or Syria (together, "**Prohibited Criteria**"), is ineligible for, and may not bid on, submit a Proposal for, or enter into or renew a contract with a local governmental entity for goods or services of \$1 million or more.

3. Based on information and belief, at the time the entity submitting this sworn statement submits its Proposal to the District, neither the entity, nor any of its officers, directors, executives, partners, shareholders, members, or agents meets any of the Prohibited Criteria. If awarded the contract, the Proposer will immediately notify the District in writing if either the Proposer, or any of its officers, directors, executives, partners, shareholders, members, or agents, meets any of the Prohibited Criteria.

[This space intentionally left blank]

The foregoing SWORN STATEMENT REGARDING SCRUTINIZED COMPANIES is dated this 11 day of March, 2025.

(Corporate Seal, if applicable)



Brogdon Builders, LLC  
(Name of Proposer)

*[Handwritten Signature]*

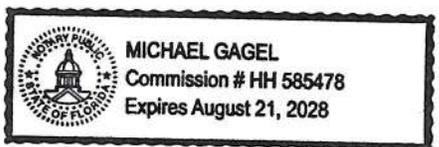
By Clayton Brogdon

Title: Manager

STATE OF FL  
COUNTY OF St Johns

The foregoing instrument was sworn and subscribed before me by means of  physical presence or  online notarization, this 11 day of March, 2025, by Clayton Brogdon of Brogdon Builders, who is personally known to me or who has produced DL as identification, and did [ ] or did not [ ] take the oath.

Notary Public, State of Florida  
Print Name: Michael Gagel  
Commission No.: HH 585478  
My Commission Expires: 8/21/28



**FLEMING ISLAND PLANTATION COMMUNITY DEVELOPMENT DISTRICT  
REQUEST FOR PROPOSALS FOR TENNIS RESTROOM PAVILION PROJECT  
TRENCH SAFETY ACT COMPLIANCE STATEMENT**

Because trench excavations on this Project are expected to be in excess of 5 feet, Chapter 90-96 of the Laws of Florida requires that construction on the Project comply with Occupational Safety and Health Administration Standard 29 C.F.R.s. 1926.650 Subpart P. All Proposers are required to execute this Compliance Statement and the Compliance Cost Statement. The costs for complying with the Trench Safety Act must be incorporated into the Project's Proposal.

This form must be certified in the presence of a notary public or other officer authorized to administer oaths.

**CERTIFICATION**

1. I understand that Chapter 90.96 of the Laws of Florida (The Trench Safety Act) requires me to comply with OSHA Standard 29 C.F.R.s. 1926.650 Subpart P. I will comply with The Trench Safety Act, and I will design and provide trench safety systems at all trench excavations in excess of five feet in depth for this project.
2. The estimated cost imposed by compliance with The Trench Safety Act will be:  
0 Dollars (Written)  
 \$ \_\_\_\_\_ (Figures).
3. The amount listed above has been included within the Proposal.

Dated this 11 day of March, 2025.

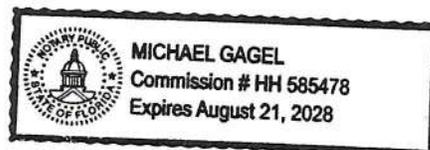
Proposer: Brogdon Builders, LLC

By: [Signature]  
 Title: manager

STATE OF FL  
 COUNTY OF St Johns

The foregoing instrument was sworn and subscribed before me by means of  physical presence or  online notarization, this 11 day of March, 2025, by Clayton Brogdon of Brogdon Builders, who is personally known to me or who has produced DL as identification, and did [ ] or did not [ ] take the oath.

Notary Public, State of Florida  
 Print Name: Michael Gagel  
 Commission No.: HH585478  
 My Commission Expires: 8/21/25



**FLEMING ISLAND PLANTATION COMMUNITY DEVELOPMENT DISTRICT  
REQUEST FOR PROPOSALS FOR TENNIS RESTROOM PAVILION PROJECT  
AFFIDAVIT REGARDING PROPOSAL**

STATE OF FL  
COUNTY OF St. Johns

Before me, the undersigned authority, appeared the affiant, Clayton Brogdon, and having taken an oath, affiant, based on personal knowledge, deposes and states:

*Authorization*

1. I am over eighteen (18) years of age and competent to testify as to the matters contained herein. I serve in the capacity of Manager for Brogdon Builders, LLC ("**Proposer**") and am authorized to make this Affidavit Regarding Proposals on behalf of Proposer. **Proof of such authorization is attached hereto.**

2. I assisted with the preparation of, and have reviewed, the Proposer's proposal ("**Proposal**") provided in response to the Fleming Island Plantation Community Development District ("**District**") Request for Proposals for Tennis Restroom Pavilion Project. All of the information provided in the Proposal is full and complete, and truthful and accurate. I understand that inclusion of false, deceptive or fraudulent statements, or the failure to include full and complete answers, may constitute fraud, and, that, among other remedies, the District may consider such action on the part of the Proposer to constitute good cause for rejection of the Proposal.

*Receipt of Documents*

3. The Proposer acknowledges the receipt of the complete Project Manual as provided by the District and as described in the Project Manual's Table of Contents. Additionally, the Proposer acknowledges receipt of the following addenda:

- |                       |                           |
|-----------------------|---------------------------|
| Addendum No. <u>1</u> | Dated <u>Feb 13, 2025</u> |
| Addendum No. _____    | Dated _____               |

*Pricing & Non-Collusion*

4. The Proposer agrees through submission of the Proposal to honor all pricing information for thirty (30) days from the due date of the Proposals. If awarded the contract on the basis of this Proposal, Proposer agrees to enter into and execute the contract in the form included in the Project Manual.

5. I do hereby certify that the Proposer has not, either directly or indirectly, participated in collusion or proposal rigging. The price(s) and amount(s) of this Proposal have been arrived at independently and without consultation, communication or agreement with any other Proposer or potential Proposer, or review of any other Proposal, or potential Proposal. Moreover, neither the price(s) nor the amount(s) of this Proposal, and neither the approximate price(s) nor approximate amount(s) of this Proposal has been disclosed to any other firm or person who is a Proposer or potential Proposal, and they will not be disclosed before Proposal opening.

6. No attempt has been made or will be made to induce any firm or persons to refrain from submitting a Proposal for this contract, or to submit a price(s) higher than the prices in this Proposal, or to submit any intentionally high or noncompetitive price(s) or other form of complementary Proposal.

7. The Proposal is made in good faith and not pursuant to any agreement or discussion with, or inducement from, any firm or person to submit a complementary or other noncompetitive Proposal.

8. Neither Proposer nor its affiliates, subsidiaries, officers, director, or employees are currently under investigation, by any governmental agency and have not in the last three years been convicted or found liable for any act prohibited by State or Federal law in any jurisdiction, involving conspiracy or collusion with respect to a public procurement process, on any public contract, except as follows:

N/A

---

---

---

*Agreements Regarding Records and Project Manual*

9. The Proposer authorizes and requests any person, firm or corporation to furnish any pertinent information requested by the District, or its authorized agents, deemed necessary to verify the statements made in the Proposal, or regarding the ability, standing, integrity, quality of performance, efficiency, and general reputation of the Proposer.

10. By signing below, the Proposer acknowledges that (i) the Proposer has read, understood, and accepted the Project Manual; (ii) the Proposer has had an opportunity to consult with legal counsel regarding the Project Manual; (iii) the Proposer has agreed to the terms of the Project Manual, including but not limited to the forms of contract; (iv) the Proposer has waived

any right to challenge any matter relating to the Project Manual, including but not limited to any protest relating to the notice, the Proposal instructions, the proposal forms, the contract form, the scope of work, the evaluation criteria, the evaluation process established in the Project Manual, or any other issues or items relating to the Project Manual; (v) the Proposer certifies that he or she has carefully examined the project site, made his/her own measurements and calculations and prepared and checked the foregoing Proposal after the same was completed and has verified every item placed thereon; and (vi) REGARDLESS OF WHETHER A PROTEST OF ANY KIND IS FILED, AND IN ORDER TO AVOID AN IMMEDIATE DANGER TO THE PUBLIC HEALTH, SAFETY AND WELFARE OF THE COMMUNITY, AND/OR ADVERSE FINANCIAL CONSEQUENCES TO THE DISTRICT, THE PROPOSER AGREES THAT THE DISTRICT MAY IMMEDIATELY PROCEED WITH THE PROJECT PURSUANT TO A CONTRACT WITH THE PROPOSER SELECTED BY THE DISTRICT.

**UNDER PENALTIES OF PERJURY, I DECLARE THAT I HAVE READ THE FOREGOING AFFIDAVIT REGARDING PROPOSALS AND THAT THE FACTS STATED IN IT ARE TRUE AND CORRECT.**

Dated this 11 day of March, 2025.

(Corporate Seal, if applicable)

Brogdon Builders, LLC

(Name of Proposer)



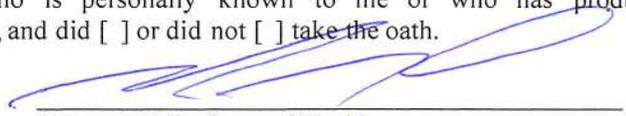
By: Clayton Brogdon

Title: Manager



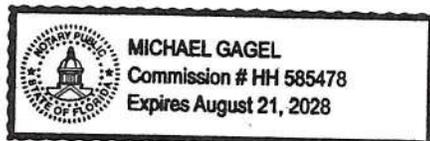
STATE OF FL  
COUNTY OF St Johns

The foregoing instrument was sworn and subscribed before me by means of  physical presence or  online notarization, this 11 day of March, 2025, by Clayton Brogdon of Brogdon Builders, who is personally known to me or who has produced Id as identification, and did [ ] or did not [ ] take the oath.



Notary Public, State of Florida  
Print Name: Michael Gagel  
Commission No.: HH 585478  
My Commission Expires: 8/21/28

**EXHIBIT:** Attach Proof of Authorization to Sign



**FLEMING ISLAND PLANTATION COMMUNITY DEVELOPMENT DISTRICT  
REQUEST FOR PROPOSALS FOR TENNIS RESTROOM PAVILION PROJECT  
PART III. FORM OF AGREEMENT**

This is attached separately and includes:

- a. Standard Form of Agreement
- b. General Conditions
- c. Supplementary Conditions
- d. Performance Bond
- e. Payment Bond

**FLEMING ISLAND PLANTATION COMMUNITY DEVELOPMENT DISTRICT  
REQUEST FOR PROPOSALS FOR TENNIS RESTROOM PAVILION PROJECT  
PART IV. TECHNICAL DOCUMENTS**

SEE GENERAL NOTES FROM PLAN SET FOR REFERENCES TO TECHNICAL  
SPECIFICATIONS

## **Twelfth Order of Business**



# Tri-County Public Safety and Training

## Tri-County Safety and Security

### Multi Agency Private Enforcement Radio Network



#### Fleming Island Plantation CDD Security Report

February / March 2025

1. Criminal Offences – No Report
2. Injuries – No Reports
3. Major Incidents – No Reports
4. Minor Incidents
  - A. Suspicious Vehicles / Persons / Trespass with ejection - 4
  - B. Suspicious Vehicles / Parking – 3
  - C. Disorderly / Ejection – 1
  - D. Property Damage – 1 Report (Pickleball Court)
5. Maintenance Reports – 8 Reports
  - A. Lighting
  - B. Drinking Fountain
6. Other FIP Policy Violations - No Report
7. Information -No New Information

Respectfully Submitted,

*Billy Bonney*

William "Billy" Bonney

Chief

Tri-County Public Safety and Training / Tri-County Safety and Security



**William "Billy" Bonney**  
Chief of Service

**11250 Old St. Augustine Rd Ste. 15-244**  
**Jacksonville, FL 32257**  
**(904) 909-7572**

# **Thirteenth Order of Business**



## General Manager's Report

Meeting date: **3-25-2025**

Submitted by: **Margaret Alfano**

**\*Highlighted items require Board action.**

**PICKLEBALL NEWS / No Board action required / Project completed:**

The sport of the future has arrived in FIP. The initial usage has been a bit underwhelming. We realize these feelings will soon change to holy cow there are so many residents! In an Amenity life it is a fine line between a zero and a hero. Coach Jack has held two complimentary introductory lessons and at the time we prepare our reports one of those sessions is complete. We had 13 happy residents learning to stay out of the kitchen! Stay tuned for Grand Opening and more – the FIP logo pickleballs are set to arrive this week! Nothing but good news ahead!

**DREAMS, HOPES AND REALITIES / Board action required to provide goals /objectives for this FY and beyond:**

At the time we are preparing our reports we are working on the items received to date along with our list as well. If there are any outstanding items that have not been submitted, please provide them asap. It is our goal to have rough numbers to accompany these items. We will have this sent to the Board prior to our budget meeting on April 9<sup>th</sup>.

**REMAINING CDD POLICIES DRAFT / Board approval required / Rates and Fees Discussion:**

We are proud to announce that we have finished the review (editing and formatting) of the CDD Policies and Procedures. At February's CDD meeting, we focused on the Pickleball Courts and Swimming Facility policies. This month we will cover the remaining Amenities, Tennis Courts, Basketball Courts, Volleyball Court, Playgrounds, Margaret's Walk Park and Pier, and Splash Park Activity field and walking path, the rental policies, and the general policies.

Attached are the DRAFT of the remaining Amenities and general CDD Policies for your review. We would like to take a moment to thank Co-Chair Szafranski for reviewing the current version of the CDD policies and procedures and meeting with us to discuss the edits and suggestions for these updated versions. Once again, majority of our edits were strictly formatting or grammatical changes; we did not add in a quantity of new CDD policies. All the policies highlighted are new policy suggestions or points for Board discussion.

Pending Board and District Counsel direction a rates and fees hearing may be required.

- All Amenities operating hours
- Outdoor fitness stations policies
- Leashed pets at the Splash Park grassy field and walking path
- Firearms
- No drones
- Fishing catch and release policy

PROPOSED FEE CHANGES:

- Photo ID card fees
- Margaret's Walk Pier policies
- Tennis membership fees/amenity privileges and Tennis league requirements
- Rental and staffing fees
- Conference room rental usage
- Gathering room rental capacity

Once final approval has been granted the website, app, and all social media will be updated. However, please note that we will be bringing back recommendations for signage updates as needed. This will also be an action item on our Hopes and Dreams report as this can be a costly yet timely conversion. With the change in policies it will allow us a chance to enhance aesthetics as well.

**MARQUIS SIGN UPDATE / No Board action required:**

As you may recall, we transformed the marquis sign letter boards from magnetic letters to a track system. However, the initial, cost-effective letters, could not handle the heat inside of the boxes. We have ordered new track to house the appropriate letters. This correction should be under \$650.00 for all three signs. This still brings us far below the initial sign vendor conversion pricing. I apologize for the

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



JBE / NG

**13A.**

Fleming Island Plantation  
Community Development District Amenities  
Policies and Procedures

Revised May 2023  
Version 05.25.23

**Tennis Court Rules**

1. Please note that the Tennis courts are an unattended facility, and Patrons and their guests using the facility do so at their own risk.
2. For all emergencies, call 911 immediately. All emergencies and injuries must also be reported to the Amenity Center staff as well as the District Manager.
3. All Patrons and their guests using the Tennis courts are expected to conduct themselves in a responsible, courteous and safe manner in compliance with all policies and procedures of the Fleming Island Plantation CDD. Disregard or violation of the District's policies and procedures and/or misuse or destruction of Tennis courts equipment may result in the suspension or termination of the Tennis courts or Amenity privileges.
4. Security personnel and District staff can request to see a Patron's FIP resident credentials and their reservation on their phone, if applicable, to verify identification and court usage. Failure to produce the proper ID will result in immediate dismissal from ALL Amenities until proper credentials can be presented.
5. Tennis courts are for Patrons only. Patrons may invite guests for play, but Patrons must stay with their guests for the entire duration of their stay. Patrons are allowed up to three (3) guests per household only, and all guests must play on the same court as their host Patron.
6. Children under the age of thirteen (13) are not allowed to use the Tennis courts unless actively supervised by a Patron sixteen (16) years of age or older. Patrons are not permitted to "drop off" under age children without adult or guardian supervision.
7. The Tennis courts are available for Patron use during normal operating hours, 8:30 AM - 10 PM. The Tennis courts in this facility may not be rented.
8. Online reservations are required for tennis court use. All court reservations must be made on the Reserve My Courts reservation system once approved by onsite property management. Only Patrons may make a court reservation. Court reservation must include all players names (resident, tennis member, guest) in the note section of the reservation.
9. Play is limited to two (2) two (2)-hour time slot reservations per day. If no one is waiting, Patrons may stay and play. If unable to fulfill their court reservation, Patrons are required to cancel the court reservation within thirty (30) minutes prior to the reservation time. Repeat offenders to this policy are subject to suspension of Amenity privileges.

10. Players must clean up after play. This includes “dead” balls, cups, plastic bottles, etc. Patrons MUST brush and line courts when play has finished unless the court is being water, maintained, or is wet. The goal is to show common courtesy by leaving the court ready to play for other Patrons.
11. Tennis courts are not to be played on when they are being maintained, being watered, and when wet. Courts are considered wet when puddles and standing water are visible. If foot indentations are present when walking, courts are too wet to be played on.
12. Tennis court usage may be limited or suspended from time to time for maintenance. District staff reserves the right to control all programs, activities, and sponsored events, including the number of participants, equipment, location, etc., conducted at the Tennis courts including recreational programs and Fleming Island Plantation District events.
13. Patrons and their guests using the Tennis courts must supply their own tennis equipment.
14. Proper tennis attire is required at all times while on the courts. No flip flops, cutoffs, swimsuits, or jeans are allowed. A shirt and proper shoes must be worn during the entire duration of utilizing the Tennis courts.
15. Proper court etiquette shall be observed during all times; profanity and/or disruptive behavior is strictly prohibited. Also, be courteous of other courts in play (ex. no walking behind adjacent courts while in play, no jumping over the nets, etc.).
16. Out of courtesy for others, speakers are not permitted on the Tennis courts with the exception of District events and programs.
17. Tennis courts are for tennis only. Equipment such as skateboards, roller blades, bikes, scooters, Heely’s, etc., are not allowed on the courts at any time. No chairs are permitted on the Tennis courts.
18. Non-alcoholic beverages are permitted at the Tennis courts if they are contained in non-breakable containers with screw tops or sealed lids. No food or glass containers are permitted on the Tennis courts.
19. Chewing gum is prohibited on the Tennis courts.
20. No smoking or vaping on the Tennis courts.
21. Court hazards or damages need to be reported to the District staff for repairs.

### **Tennis Team Memberships and Leagues**

1. The tennis team membership fee is an opportunity for non-Patrons to have rights and access to ONLY the tennis courts facilities for tennis leagues. This membership does not include pools, parks, events, recreation, etc. This is strictly for tennis league court usage. The cost for this membership for three (3) months is \$70-80. Please note that this membership is good for three (3) months and only for the individual card holder. This membership strictly allows the tennis member the ability to play on a Fleming Island Plantation tennis team and to come to the courts to play with other Patrons. All Fleming Island Plantation team members listed on a team roster are required to have a FIP tennis membership. Once a membership has been purchased, a tennis membership card will be issued and must be with the tennis member at all times while on the tennis courts.

2. At least 51% of the Fleming Island Plantation tennis league team members playing on the Tennis courts must be Patrons. All other Fleming Island Plantation team members must have a valid FIP Tennis Team Membership.
3. Fleming Island Plantation tennis team captains must be a Patron. The captain must submit the official USTA document containing the captain's information, the team roster, and their practice and match dates to the Amenity Center Office staff prior to league season for approval. Once approved, any new team members added after season begins must be reported immediately to the Amenity Center Office staff. Only Amenity Center Office staff is permitted to book court reservations for league matches. Team Captains cannot reserve courts for matches. An end of the season review will be conducted by the District staff to ensure that all CDD policies and procedures were abided. Failure to adhere to these policies will result in suspension of Amenity privileges.

### **Basketball Courts Rules**

1. Please note that the Basketball courts are an unattended facility, and Patrons and their guests using the facility do so at their own risk.
2. For all emergencies, call 911 immediately. All emergencies and injuries must also be reported to the Amenity Center staff as well as the District Manager.
3. All Patrons and their guests using the Basketball courts are expected to conduct themselves in a responsible, courteous and safe manner in compliance with all policies and procedures of the Fleming Island Plantation CDD. Disregard or violation of the District's policies and procedures and/or misuse or destruction of Basketball courts equipment may result in the suspension or termination of the Basketball courts or Amenity privileges.
4. Security personnel and District staff can request to see your FIP resident credentials to verify identification. Failure to produce the proper ID will result in immediate dismissal from ALL Amenities until proper credentials can be presented.
5. Basketball courts are for Patrons only. Patrons may invite guests for play, but Patrons must stay with their guests for the entire duration of their stay. Patrons are allowed up to three (3) guests per household only, and all guests must play on the same court as their host Patron.
6. Children under the age of thirteen (13) are not allowed to use the Basketball courts unless actively supervised by a Patron sixteen (16) years of age or older. Patrons are not permitted to "drop off" under age children without adult or guardian supervision.
7. The Basketball courts are available for Patron use during normal operating hours, 30 minutes after sunrise - 10 PM. The Basketball courts in this facility may not be rented.
8. Basketball court usage may be limited or suspended from time to time for maintenance. District staff reserves the right to control all programs, activities, and sponsored events, including the number of participants, equipment, location, etc., conducted at the Basketball courts including recreational programs and Fleming Island Plantation District events.
9. Patrons and their guests using the Basketball courts must supply their own Basketball equipment.

10. Proper basketball attire is required at all times while on the courts. No flip flops, cutoffs, swimsuits, or jeans are allowed. Black sole sneakers or bare feet are not allowed on the courts at any time. A shirt and proper shoes must be worn during the entire duration of utilizing the Basketball courts.
11. Proper court etiquette shall be observed during all times; profanity and/or disruptive behavior is strictly prohibited. Also, be courteous of other courts in play (ex. No walking through the court, disrupting games, etc.). Be respectful of others, giving others their allotted time to use courts. If others are waiting, please limit play to one (1) hour from the time you begin use.
12. Out of courtesy for others, speakers are not permitted on the Basketball courts with the exception of District events and programs.
13. Players must clean up after play. This includes balls, cups, plastic bottles, etc. The goal is to show common courtesy by leaving the court ready to play for other Patrons.
14. Basketball courts are for basketball only. Equipment such as skateboards, roller blades, bikes, scooters, Heely's, etc., are not allowed on the courts at any time. No chairs are permitted on the Basketball courts.
15. Hanging on the basketball rims is prohibited.
16. Non-alcoholic beverages are permitted at the Basketball courts if they are contained in non-breakable containers with screw tops or sealed lids. No food or glass containers are permitted on the Basketball courts.
17. Chewing gum is prohibited on the Basketball courts.
18. No smoking or vaping on the Basketball courts.
19. Court hazards or damages need to be reported to the District staff for repairs.

**E. Volleyball Rules**

1. Please note that the Volleyball court is an unattended facility, and Patrons and their guests using the facility do so at their own risk.
2. For all emergencies, call 911 immediately. All emergencies and injuries must also be reported to the Amenity Center staff as well as the District Manager.
3. All Patrons and their guests using the Volleyball court are expected to conduct themselves in a responsible, courteous and safe manner in compliance with all policies and procedures of the Fleming Island Plantation CDD. Disregard or violation of the District's policies and procedures and/or misuse or destruction of the Volleyball court equipment may result in the suspension or termination of the Volleyball court or Amenity privileges.
4. Security personnel and District staff can request to see your FIP resident credentials to verify identification. Failure to produce the proper ID will result in immediate dismissal from ALL Amenities until proper credentials can be presented.
5. The Volleyball court is for Patrons only. Patrons may invite guests for play, but Patrons must stay with their guests for the entire duration of their stay. Patrons are allowed up to three (3) guests per household only.

6. Children under the age of thirteen (13) are not allowed to use the Volleyball court unless actively supervised by a Patron sixteen (16) years of age or older. Patrons are not permitted to “drop off” under age children without adult or guardian supervision.
7. The Volleyball court is available for Patron use during normal operating hours, 30 minutes after sunrise to 30 minutes before sunset. The Volleyball court in this facility may not be rented.
8. Organized sporting activities not approved by the CDD Board of Supervisors are prohibited from any District Property. Failure to adhere to this rule may result in loss of privileges. In order to be an authorized instructor on CDD Property, an interested vendor must apply with the CDD Board of Supervisors. The vendor must provide proper credentials, insurance, revenue share agreement, and execute a contract with the District.
9. Volleyball court usage may be limited or suspended from time to time for maintenance. District staff reserves the right to control all programs, activities, and sponsored events, including the number of participants, equipment, location, etc., conducted at the Volleyball court including recreational programs and Fleming Island Plantation District events.
10. Patrons and their guests using the Volleyball court must supply their own Volleyball equipment.
11. Proper volleyball attire is required at all times while on the court. No flip flops, cutoffs, swimsuits, or jeans are allowed. A shirt must be worn during the entire duration of utilizing the Volleyball court.
12. Proper court etiquette shall be observed during all times; profanity and/or disruptive behavior is strictly prohibited. Also, be courteous of other courts in play (ex. No walking through the court, hanging on the volleyball net, etc.). Be respectful of others, giving others their allotted time to use courts. If others are waiting, please limit play to one (1) hour from the time you begin use.
13. Out of courtesy for others, speakers are not permitted on the Volleyball court with the exception of District events and programs.
14. Players must clean up after play. This includes balls, cups, plastic bottles, etc. The goal is to show common courtesy by leaving the court ready to play for other Patrons.
15. The Volleyball court is for volleyball only. Equipment such as skateboards, roller blades, bikes, scooters, etc., are not allowed on the court at any time.
16. The sand is for volleyball use only. No kicking, throwing, or eating of sand. Also no sandcastle making or removing the sand from the premises.
17. No chairs are permitted on the Volleyball court.
18. Non-alcoholic beverages are permitted at the Volleyball court if they are contained in non-breakable containers with screw tops or sealed lids. No food or glass containers are permitted on the Volleyball court.
19. Chewing gum is prohibited on the Volleyball court.
20. No smoking or vaping on the Volleyball court.
21. Court hazards or damages need to be reported to the District staff for repairs.

### **Playground Rules- Amenity Center AND Splash Park**

1. Please note that the Amenity Center Playground and Splash Park Playground are an unattended facility, and Patrons and their guests using the facility do so at their own risk.
2. For all emergencies, call 911 immediately. All emergencies and injuries must also be reported to the Amenity Center staff as well as the District Manager.
3. All Patrons and their guests using the Amenity Center Playground and Splash Park Playground are expected to conduct themselves in a responsible, courteous and safe manner in compliance with all policies and procedures of the Fleming Island Plantation CDD. Disregard or violation of the District's policies and procedures and/or misuse or destruction of the playground equipment may result in the suspension or termination of Amenity privileges.
4. Security personnel and District staff can request to see your FIP resident credentials to verify identification. Failure to produce the proper ID will result in immediate dismissal from ALL Amenities until proper credentials can be presented.
5. The Amenity Center Playground and Splash Park Playground are for Patrons only. Patrons may invite guests for play, but Patrons must stay with their guests for the entire duration of their stay. Patrons are allowed up to three (3) guests per household only.
6. Children under the age of thirteen (13) are not allowed to use the playgrounds unless actively supervised by a Patron sixteen (16) years of age or older. Patrons are not permitted to "drop off" under age children without adult or guardian supervision.
7. The Splash Park Playground is intended for children ages two (2) - twelve (12).
8. The Amenity Center Playground and Splash Park Playground are available for Patron use during normal operating hours, 30 minutes after sunrise and 30 minutes before sunset. The playgrounds may not be rented.
9. Playground usage may be limited or suspended from time to time for maintenance. District staff reserves the right to control all programs, activities, and sponsored events, including the number of participants, equipment, location, etc., conducted at or near the Amenity Center Playground or Splash Park Playground including recreational programs and Fleming Island Plantation District events.
10. Proper attire is required at all times while on the playgrounds. Shoes must be worn at all times.
11. Out of courtesy for others, speakers are not permitted on the playgrounds with the exception of District events and programs.
12. Proper playground etiquette shall be observed during all times; profanity and/or disruptive behavior is strictly prohibited. All Patrons and their guests are expected to interact well with others while using the playgrounds.
13. No horseplay is permitted on the Amenity Center Playground or Splash Park Playground. Climbing up the playground structures, including the slide, and jumping from play structures is strictly prohibited.

14. The Amenity Center Playground and Splash Park Playground slides are only for going down. NO climbing or walking up the slide. All slide riders must ride feet first on their bottoms.
15. The mulch material is necessary for reducing fall impact and for good drainage. It is not to be picked up, thrown, kicked, or eaten for any reason.
16. Patrons must clean up after play. This includes balls, cups, plastic bottles, etc. The goal is to show common courtesy by leaving the playgrounds ready for other Patrons.
17. The Amenity Center Playground and Splash Pass Playground are for playground use only. Equipment such as skateboards, roller blades, bikes, scooters, etc., are not allowed on the playgrounds at any time.
18. Non-alcoholic beverages are permitted at the playgrounds if they are contained in non-breakable containers with screw tops or sealed lids. No food or glass containers are permitted on the playgrounds.
19. Chewing gum is prohibited on the Amenity Center Playground and Splash Park Playground.
20. No smoking or vaping on the playgrounds.
21. Playground hazards or damages need to be reported to the District staff for repairs.

**Activity Grass Field and Walk Path Areas- Splash Park**

1. Please note that the Splash Park Activity Grass Field, including the outdoor fitness stations, and Walking Path Areas are an unattended facility, and Patrons and their guests using the facility do so at their own risk.
2. For all emergencies, call 911 immediately. All emergencies and injuries must also be reported to the Amenity Center staff as well as the District Manager.
3. All Patrons and their guests using the Splash Park Activity Grass Field and Walking Path Areas are expected to conduct themselves in a responsible, courteous and safe manner in compliance with all policies and procedures of the Fleming Island Plantation CDD. Disregard or violation of the District’s policies and procedures and/or misuse or destruction of the outdoor fitness station equipment may result in the suspension or termination of Amenity privileges.
4. All Patrons are encouraged to consult with their physician before beginning an exercise program that incorporates the outdoor fitness stations.
5. Security personnel and District staff can request to see your FIP resident credentials to verify identification. Failure to produce the proper ID will result in immediate dismissal from ALL Amenities until proper credentials can be presented.
6. The Splash Park Activity Grass Field and Walking Path Areas are for Patrons only. Patrons may invite guests for play, but Patrons must stay with their guests for the entire duration of their stay. Patrons are allowed up to three (3) guests per household only.
7. Children under the age of thirteen (13) are not allowed to use the activity field and walking paths unless actively supervised by a Patron sixteen (16) years of age or older. Patrons are not permitted to “drop off” under age children without adult or guardian supervision.

8. The Splash Park Activity Grass Field and Walking Path Areas are available for Patron use during normal operating hours, 30 minutes after sunrise to 30 minutes before sunset.
9. Patrons are able to rent the two pavilions closest to the playground in the Splash Park Activity Grass Field and Walking Path Areas. All additional pavilions along the walking path in this area are non-reservable areas.
10. The Splash Park Activity Grass Field and Walking Path Areas may be limited or suspended from time to time for maintenance. District staff reserves the right to control all programs, activities, and sponsored events, including the number of participants, equipment, location, etc., conducted at this area including recreational programs and Fleming Island Plantation District events.
11. Proper attire is required at all times while on the activity field and walking paths. Shoes and a shirt must be worn at all times.
12. Out of courtesy for others, speakers are not permitted on the Splash Park Activity Grass Field and Walking Path Areas with the exception of District events and programs.
13. Proper etiquette shall be observed during all times; profanity and/or disruptive behavior is strictly prohibited.
14. While using the outdoor fitness station, please limit your time to 30 minutes per station if another Patron is waiting.
15. No bags, gear, or additional equipment should be placed or used at the outdoor fitness stations. Please refrain from using hand chalk.
16. No stepping or climbing on the benches or machines in the Splash Park Activity Grass Field and Walking Path Areas.
17. No motorized vehicles are allowed past the parking lot, including but not limited to golf carts, scooters, dirt bikes, hoverboards, etc except for District authorized vehicles.
18. Biking, skateboarding, rollerblading, or any similar activities are prohibited in the Splash Park Activity Grass Field and Walking Path Areas.
19. Patrons must clean up after utilizing this area. This includes balls, cups, plastic bottles, etc. The goal is to show common courtesy by leaving the area ready for other Patrons.
20. Non-alcoholic beverages are permitted at the Splash Park Activity Grass Field and Walking Path Areas if they are contained in non-breakable containers with screw tops or sealed lids. No glass containers are permitted in this area.
21. No smoking, vaping, or open flames on District Property.
22. All hazards or damages need to be reported to the District staff for repairs.
23. Leashed pets are permitted on the Splash Park Field and Walking Path . Patrons must clean up after their pets.

**13B.**

Fleming Island Plantation  
Community Development District Amenities  
Policies and Procedures

Revised May 2023  
 Version 05.25.23

I Definitions

1. **District or CDD** – Shall refer to the Fleming Island Plantation Community Development District.
2. **Manager / Management** – Shall refer to the person(s) or entity legally charged with the daily onsite operation(s) of The Fleming Island Plantation District Property and Amenities.
3. **Amenity Center** – Shall refer to the tennis courts, pickleball courts, basketball courts, playground, pavilions, and swimming facility, including the splash pad, all located at 2300 Town Center Blvd.
4. **Plantation Splash Park** — Shall refer to the playground, pavilions, volleyball court, activity grass field, walking path with outdoor fitness stations, and swimming facility, including the water slide, wading pool, and water bucket feature, all located at 1510 Calming Water Drive.
5. **Fleming Island Plantation Amphitheater** - shall refer to the gazebo and surrounding grassy area located at 2327 Market Drive
6. **Margaret’s Walk Park and Pier** - shall refer to the park, pier, and walking path located in Margaret’s Walk
7. **Patron** — Shall refer to the property owners of Fleming Island Plantation Community Development District and those persons permanently residing in the same dwelling unit as the property owner. Patrons also refer to non-property owners, who have paid the Annual User Fee for the use of the Fleming Island Plantation Amenities and those persons permanently residing in the same dwelling unit as the non-property owner. Lastly, Patrons shall refer to tenants residing in Fleming Island Plantation with a completed amenity release form from the homeowner and a copy of the current lease at the Amenity Center Office.
8. **Guest** - shall refer to any person or persons who are invited by a Patron to participate in the use of the Amenity facilities and/or while on District Property
9. **Annual User Fee** — Shall refer to a fee established by the CDD Board of Supervisors for the use of the Fleming Island Plantation Amenities without the ownership of property within the CDD District. Currently the fee is \$3,000.
10. **FIP Resident Credentials** — Shall refer to the magnetic Photo ID Card or Mobile Access that grants entry to both swimming facilities, pickleball courts, and District restrooms. These credentials are also used as a form of ID and must be with the Patron while utilizing District Property; such as the tennis courts, basketball courts, volleyball court, parks, gazebo, or playgrounds, etc. These credentials are required for every Patron that is 3 years old or older and may be obtained at the Amenity Center Office.
11. **Splash Pass** – Shall refer to the guest passes that are required for all Patrons’ guests to be allowed access to both swimming facilities. These passes may be obtained at the Amenity Center Office. Patrons must abide by CDD guest policies when using their Splash Pass.

12. **House Guest Pass** — Shall refer to the passes that are available for a fee at the Amenity Center Office for all Patrons' guests who live at least 40 miles outside District boundaries. This pass is valid for 7 consecutive days and allows access to District Property and Amenities. This is the only manner a non-Patron may use the Amenities without being accompanied by a Patron.
13. **Tennis Team Membership Fee** — Shall refer to a three (3) month fee established by the CDD Board of Supervisors for the use of the Fleming Island Plantation District tennis courts ONLY by one (1) individual without the ownership of property within the District for tennis leagues. The Tennis Team Membership is valid for a three (3) month period from the date of purchase. Currently the fee is \$70-80.
14. **Nanny Pass** – Shall refer to the passes that are available for Patrons who have secured the services of a nanny. This pass is valid for one (1) pool season only and can only be used when the Patron's registered children are accompanying the nanny. This pass can be purchased by a Patron for \$60 at the Amenity Center Office. Nannies must be at least sixteen (16) years of age.

## II. General

### A. Purpose:

To adopt uniform policies and procedures for the use of all Amenities and to ensure the uniform application of said policies on a non-discriminatory, fair and equitable basis.

### B. Necessity:

To establish uniform and comprehensive policies and procedures for the Fleming Island Plantation District properties and all Amenities.

### C. General Provisions:

1. Patrons must have their resident or approved guest credentials while on District Property. Resident or guest credentials include but are not limited to: Resident Photo ID Card, Resident Mobile Access, Tennis Team Membership Pass, Nanny Pass, and/or House Guest Pass. These credentials allow residents and approved guests to enter the amenities with credential scanners and act as proof of authorization to access District Property and Amenities. When on any District Property or Amenity, Patrons may be asked to show proper ID; failure to produce the proper ID will result in immediate dismissal from ALL Amenities until proper credentials can be presented.
2. The CDD Board of Supervisors reserves the right to amend or modify these rules when necessary.
3. Disregard for any District rules may result in expulsion from the Amenity Center, Splash Park facilities, and any other District Property, which may in turn lead to suspension or termination of privileges as spelled out in Section VIII of this document.
4. Alcoholic beverages shall NOT be served or sold, nor are permitted to be consumed on ANY District Property or Amenity facilities, except for through approved CDD vendors.
5. **No animals (with the exception of service animals) are permitted on or at any Amenity facilities.**
6. Fireworks of any kind are not permitted anywhere on any District Property or Amenity facilities.
7. **Firearms are not permitted in any of the Amenities or on any District Property in each case to the extent such prohibitions are permitted under Florida law. Among other prohibitions, no firearms may be carried to any meeting of the District's Board of Supervisors.**
8. Members of the CDD Board of Supervisors, the District Manager, all onsite District Management staff, and Security Personnel shall have full authority to enforce these rules and regulations.

9. Smoking, vaping, and use of smokeless tobacco products are prohibited on any and all District Property.
10. No drones are allowed to be utilized on any District Property without prior authorization from the onsite District Management staff.
11. No Patron should allow anyone else to use their FIP resident credentials, i.e. any family member, resident, or guest. This ID card is to only be used by the Patron to whom it was issued. Failure to adhere to this rule may result in loss of privileges for that day or longer.
12. Patrons must stay with their guests for their entire duration while on District Property unless their guests are using the House Guest Pass. Patrons are responsible for their guests and their actions. Patrons are limited to a certain number of guests per household per Amenity. The allotted number of guests per household are posted per Amenity. Failure to follow CDD guest policies and procedures may lead to a loss of Amenity privileges.
13. Organized sporting activities (i.e. coached tennis, basketball lessons, swimming lessons, physical training, etc.) not approved by the CDD Board of Supervisors are prohibited from any District Property. Failure to adhere to this rule may result in loss of privileges. In order to be an authorized instructor on CDD Property, an interested vendor must apply with the CDD Board of Supervisors. The vendor must provide proper credentials, insurance, revenue share agreement, and execute a contract with the District.
14. Fleming Island Plantation CDD Board of Supervisors and/or its staff are not responsible for any lost or stolen items.
15. Barbecue gas grills, charcoal grills, or any open flames are not permitted on any District property at any time.
16. Loud, profane, and/or abusive language is prohibited on District Property.
17. Please refrain from public displays of affection at any time while on District Property.
18. No swimming or recreational boating of any kind is allowed in any of the District retention ponds.
19. Fishing with proper licenses and resident credentials is permitted in the following District areas ONLY:
  - A. Margaret’s Walk Pier
  - B. All District ponds that are accessible without trespassing on private property

All fishing is at your own risk and each Patron must have a state official fishing license. Catch and release policy is applied to the District ponds. Patrons may keep their catch when fishing at Margaret’s Walk Pier; however, Patrons may not clean their fish at the Pier.

**G. Resident Credentials and Guest Passes Policies**

1. Resident credentials are the magnetic Photo ID Card or Mobile Access that grants entry to both swimming facilities, pickleball courts, and District restrooms. These credentials are also used as a form of ID and must be with the Patron while utilizing District Property; such as the tennis courts, basketball courts, volleyball court, parks, gazebo, or playgrounds, etc. These credentials are required for every Patron that is 3 years old or older and may be obtained at the Amenity Center Office.

Photo ID Cards are \$5 per homeowner over the age of sixteen (16) and \$10 per tenant over the age of sixteen (16). All Patrons ages 15 and under will receive their initial Photo ID Card at no charge, regardless if they are homeowners or tenants. If these cards are lost, damaged, deactivated, or need to be replaced for any reason, they may be purchased for a fee of \$15 per card.

Mobile Access is complimentary to all qualifying Patrons whether they are homeowners or tenants.

3. If property owning Patrons are renting out their property and want their tenants to have access to District Amenities, the property owner needs to complete and sign an Amenity Release Form relinquishing their access rights and provide a copy of the lease. Please note that only the property owner or their registered tenants will be granted amenity access; amenity access cannot be granted to both parties simultaneously. Their tenants will then need to set up an appointment to receive their FIP resident credentials and go through a New Resident Welcome orientation. FIP Photo ID cards are issued at a fee of \$10 per card for tenants over the age of sixteen (16) and at no charge for tenants 15 and under.
4. Splash Passes are the guest passes that are required for all Patrons' guests to be allowed access to both swimming facilities. These passes may be obtained at the Amenity Center Office. Splash Passes are used to bring in non-Patron pool guests whether they are swimmers or non-swimmers. There will be one free Splash Pass punch card issued per property per swim season and must be picked up at the Amenity Center Office.
  - a. Each household may bring up to six (6) non-Patron guests per day to the swimming facilities. The Splash Pass cards will be punched once for each guest upon entry to either swimming facility. Patrons must accompany their non-Patrons guests for the entire duration of their visit.
  - b. During swim season holidays (ex. Memorial Day, Labor Day, etc.), only four (4) guests per household will be permitted.
  - c. Grandparents and grandchildren are permitted access to both swimming facilities without the use of the Splash Pass; however, the Patron must accompany and remain with the grandparent/grandchild. Grandparents and grandchildren still count towards the limitation to 6 guests per household.
  - d. At the Splash Park swimming facility during the swim season, Patrons must use their Splash Pass card every day for guest use. As a reminder, a Patron must accompany and remain with the guest(s), and there is still the limitation of (six) 6 guests per household.
  - e. At the Amenity Center Pool Monday through Thursday, unless a swim season holiday, Patrons are permitted to bring guests to the pool without the use of the Splash Pass. As a reminder, a Patron must accompany and remain with the guest(s), and there is still the limitation of six (6) guests per household.
  - f. During the last hour daily that the swimming facilities are open, Patrons are permitted to bring guests to either pool without the use of the Splash Pass. However, a Patron must attend and remain with the guest(s), and there is still the limitation of six (6) guests per household.
  - g. Additional Splash Pass punch cards may be purchased at the Amenity Center Office for the fee of \$60 per card (twelve (12) guest punches per card). If the Splash Pass card has any punches left over at the end of the swim season, they can be rolled over to the following season as they do not expire.
5. Nanny passes are the passes that are available for Patrons who have secured the services of a nanny. This pass is valid for one (1) pool season only and can only be used when the Patron's registered children are accompanying the nanny. This pass can be purchased by a Patron for \$60 at the Amenity Center Office. Nannies must be at least sixteen (16) years of age.
6. House Guest Passes are available for a fee at the Amenity Center office for all Patrons' guests, who live at least 40 miles outside District boundaries. This pass is valid for seven (7) consecutive days and allows access to District Property and Amenities. Also, this is the only manner a non-Patron may use the

Amenities without being accompanied by a Patron. House Guest Individual Passes may be purchased for a fee of \$35 per pass. A House Guest Family Pass is for up to four (4) people and may be purchased for a fee of \$120 per pass. The House Guest Passes may only be sold to Patrons with proper FIP resident credentials, and House Guests must provide an official Photo ID at the time of purchase and at each use of the pass.

## V. Margaret's Walk Park and Pier — located inside Margaret's Walk Community

1. Please note that the Margaret's Walk Park and Pier are an unattended facility, and Patrons and their guests using the facility do so at their own risk.
2. For all emergencies, call 911 immediately. All emergencies and injuries must also be reported to the Amenity Center staff as well as the District Manager.
3. All Patrons and their guests using the Margaret's Walk Park and Pier are expected to conduct themselves in a responsible, courteous and safe manner in compliance with all policies and procedures of the Fleming Island Plantation CDD. Disregard or violation of the District's policies and procedures and/or misuse or destruction of District Property may result in the suspension or termination of Amenity privileges.
4. The Margaret's Walk Park and Pier are available for Patron use during normal operating hours, 30 minutes after sunrise to 30 minutes before sunset. This District Property may not be rented.
5. Patrons not residing in the Margaret's Walk community may obtain a daily pass code for access through the Margaret's Walk gate from the Amenity Center Office, during regular business hours. This will be a one day code for access to the Park. Proper FIP Photo ID is required to obtain this code.
6. Children under the age of thirteen (13) are not allowed to utilize Margaret's Walk Park and Pier unless actively supervised by a Patron sixteen (16) years of age or older. Patrons are not permitted to "drop off" under age children without adult or guardian supervision.
7. The Margaret's Walk Pier is not a docking or launching station for Patrons. Patrons may not dock or launch their canoes, kayaks, boats, or any other aquatic vessels at the Pier.
8. Patrons may not tie anything to the Pier, i.e. canoes, boats, crab traps, fishing line etc.
9. Fishing is permitted off the Margaret's Walk Park Pier. A state official fishing license and FIP resident credentials are required. No cleaning of fish is permitted on the Pier.
10. No jumping or diving from the Pier as swimming is prohibited.
11. Motorized vehicles, including but not limited to golf carts, scooters, etc. are not permitted at Margaret's Walk Park and Pier except for District vehicles. Skateboarding and rollerblading are also not permitted on District Property.
12. Appropriate attire, including shoes, must be worn all the time.
13. Patrons are not permitted to climb the walls, structures, or railings in Margaret's Walk Park and Pier.
14. Barbecue grills, charcoal grills, fireworks, or any open flames are not permitted on any District Property at any time.

15. No food, drinks, or glass containers are allowed at this District Amenity. Please help to keep the Park and Pier clean. The goal is to show common courtesy by leaving the Amenities ready for use for other Patrons.

## **VII. Fleming Island Amenities and Building Reservations**

1. Patrons will need to obtain and complete a rental reservation form at the Amenity Center Office. No potential rental date or time can be held unless proper paperwork, deposits, and fees have been submitted to the onsite District staff. The facility will be reserved on a first come, first serve basis.
2. For all emergencies, call 911 immediately. All emergencies and injuries must also be reported to the Amenity Center staff as well as the District Manager.
3. Patrons must be present during the entire function, including the initial inspection of the premises and the final walk-through when applicable.
4. Rental applicants must be a Fleming Island Plantation CDD Patron and in good standing.
5. Two-week prior reservations are required for any rental of facilities.
6. Patrons renting the facilities are requested to notify the Amenity Center staff if the requested rental time is **not** needed at least seven (7) days prior to the rental for a full fee refund. If less than seven (7) day notice is given, return of fees are subject to management approval. Deposits shall be refundable regardless of the cancellation date.
7. Patrons that miss three consecutive rentals without notifying the Amenity Center staff may forfeit their rights to rent the facilities.
8. CDD Board of Supervisors or District staff cannot be held responsible for damage or loss of items.
9. Smoking, vaping, and use of smokeless tobacco products are prohibited on any and all District Property.
10. Barbecue gas grills, charcoal grills, or any open flames are not permitted on any District Property at any time.
11. Patrons are able to bring food and non-alcoholic drinks to the rental facilities, but they are solely responsible for any damages that may incur.
12. No alcoholic beverages, including but not limited to beer, wine, hard spirits, etc. are permitted at Patron rental reservations excluding the Splash Park Gathering Room. In order to have alcohol at the Splash Park Gathering Room, Patrons must have the proper certificate of insurance and a licensed bartender in order to serve alcohol to attendees (certificate of insurance and bartender license must be provided two weeks prior to requested date).
13. Patrons are responsible for presenting FIP resident credentials when asked to do so by District staff or District Security Personnel. Failure to produce the proper ID will result in immediate dismissal from ALL Amenities.
14. Any non-compliance with the terms agreed to on the reservation forms and/or CDD policies and procedures can cause full or partial forfeiture of deposits and possible loss of a portion or all Amenity privileges.

### **A. Amphitheater and Pavilion Reservation Policies**

1. **Amphitheater:** The Gazebo at 2327 Market Drive is available to rent for **\$250** for a (4)four-hour time frame or **\$500** for an (8)eight-hour timeframe. Additional time slots may be purchased if available. All time frames

include set-up and clean up. There is a required \$300 deposit. If electricity is required, there is a \$25 fee. These checks should be made payable to FIP CDD. Upon inspection, if there is no damage, everything is clean, and all policies and procedures have been followed, deposit checks will be returned to the Patron or shredded in the Amenity Center Office. MAXIMUM

2. **Amenity Center Pavilions:** The pavilions at the Amenity Center Grounds are available for rental and are located between the pickleball courts and children's playground. Pavilion 1 and Pavilion 2 can be rented for \$35 each for up to four (4) hours maximum time. No Additional time slots may be purchased. The four (4)-hour time frame includes set-up and clean up. There is a \$300 deposit required. These checks should be made payable to FIP CDD. Upon inspection, if there is no damage, everything is clean, and all policies and procedures have been followed the deposit check will be returned to the Patron or shredded in the Amenity Center Office. If more than (20) twenty attendees, Patrons are required to rent both Pavilions. There is a maximum capacity of twenty (20) attendees per pavilion for a maximum of forty (40) attendees at both pavilions. Disregard for this capacity may cause the full forfeiture of fees and deposits. Dry inflatables and bounce houses are permitted at the Amenity Center Pavilions with the proper documentation. Patrons or their vendor must submit a certificate of insurance to the Amenity Center Office at least two weeks prior to the rental date for approval. Failure to submit proper documentation will lead to dismissal from District Property. Patrons or vendors must provide their own electricity as the Amenity Center Pavilions electricity is not available for Patron use.
3. **Splash Park Pavilions:** The pavilions at the Splash Park Activity lawn, located behind the pool, are available to be rented for \$35 each for up to (4)four hours. The (4)four-hour time frame includes set-up and clean up. There is a \$300 deposit required. These checks should be made payable to FIP CDD. Upon inspection, if there is no damage, everything is clean, and all policies and procedures have been followed the deposit check will be returned to the Patron or shredded in the Amenity Center Office. If more than (20) twenty attendees, Patrons are required to rent both Pavilions. There is a maximum capacity of twenty (20) attendees per pavilion for a maximum of forty (40) attendees at both pavilions. Disregard for this capacity may cause the full forfeiture of fees and deposits. Inflatables and bounce houses are prohibited at the Splash Park Grounds.
4. **Splash Park Field:** The Splash Park Field is available to be rented for \$70 for a (2)two hour period on its own and \$50 for a (2)two hour period when added on to a Pavilion rental. There is a \$300 deposit required. These checks should be made payable to FIP CDD. Upon inspection, if there is no damage, everything is clean, and all policies and procedures have been followed the deposit check will be returned to the Patron or shredded in the Amenity Center Office. Inflatables and bounce houses are prohibited at the Splash Park Grounds.
5. At all outdoor facilities, if more than forty (40) persons will be attending a function, the Patron renting the facility is required to obtain the services of an off-duty or retired police officer. Written notification of the Officer hired must be submitted to the Amenity Center Office at least seven (7) days prior to the rental.
6. Please refrain from attaching or sticking anything on the stucco or painted columns for decorations. This could result in partial or full loss of security deposit.

### **C. Amenity Center Conference Room or Splash Park Gathering Room Reservation Policies and Procedures:**

1. **The Amenity Center Conference Room** is available for rent at \$50 for a (2) two-hour time frame or \$100 for a (4) four-hour time frame, not to exceed 8 hours, that includes set-up and clean up. There is a \$375 deposit required. These checks should be made payable to FIP CDD. The Conference Room is available for meetings, classes, game clubs, and events. **Rentals for ages twelve (12) and under are not permitted at this facility.** The maximum number of people allowed in the conference room is twenty-nine (29). Disregard for this capacity may cause the full forfeiture of fees and deposits. Upon inspection, if there is no

damage, everything is clean, and all policies and procedures have been followed the deposit check will be returned to the Patron or shredded in the Amenity Center Office.

2. **The Splash Park Gathering Room** is available for rent at \$185 for a (2) two-hour time frame or \$325 for a (4) four-hour time frame, not to exceed 8 hours, that includes set-up and clean up. There is a \$375 deposit required. These checks should be made payable to FIP CDD. The maximum number of people allowed in the gathering room is **ninety (90)**. Disregard for this capacity may cause the full forfeiture of fees and deposits. Upon inspection, if there is no damage, everything is clean, and all policies and procedures have been followed the deposit check will be returned to the Patron or shredded in the Amenity Center Office.

Splash Park room rentals are the room only. Patrons may not use the pool during their rental time frame. Should any Patron or their guest of the party be found on/using the pool/pool deck during the rental time frame, that party shall be immediately dismissed from District Property. This is a safety concern and any failure to adhere to this policy can result in partial or full forfeiture of deposit(s), or loss of amenity privileges.

6. **Staffing Fee** – Outside of normal operating hours at either facility, a staffing fee will be required at a rate of **\$16** per hour up to 8 hours for rentals. These checks should be made payable to Vesta. The role of the additional staff member is to protect assets by communicating with the Patron host of the party to include time management, monitoring acceptable decorating, crowd management, and clean up inspection.
7. Patrons are responsible for setting up the room with tables and chairs to meet their rental needs. It is also the responsibility of the Patron to return all furniture back to its original locations. Failure to comply with these rules can cause loss or full forfeiture of deposits, as well as future use of the rooms.
8. Please note that kitchen facilities at either location are not fully stocked, please plan accordingly. Also, neither facility is equipped with a garbage disposal so please dispose of food properly.
9. No signs or materials may be attached to any wall, door, sound panels, window furnishings or painted surface except at the direction of Management.
10. Children under the age of thirteen (13) must always be actively supervised and remain with a responsible adult during the entire duration of the rental time block.
11. Patrons assume total responsibility for safety and careful use of the furnishings and equipment at both the Amenity Center facility and Splash Park facility. Abuse or misuse will immediately constitute full forfeiture of fees, deposits, and loss of rental privileges.

### E. Insurance and Operating Cost Requirements

1. The District reserves the right to establish insurance requirements and fees to cover any costs incurred by the District as are necessary on an event-by-event basis. Insurance and fee schedules are available in the Amenity Center office.
2. Any outside vendor used during a Patron's rental must provide a copy of their insurance one week prior to the event and list the Fleming Island Plantation CDD as additionally insured.
3. If Patrons plan on having any outside vendors attending the rental, i.e. game trucks, magicians, clowns, etc. Patrons and their vendors must have management approval. Vendors must provide proof of liability insurance to the Amenity Center Office, at least one week prior to their event. Failure to not provide liability insurance will result in immediate removal from the facility.

## VIII. Suspension and Termination of Privileges

- A. Privileges of the Fleming Island Plantation Amenities may be subject to suspension or termination by the CDD Board of Supervisors, District Staff; the District Manager, onsite property management staff, and security personnel:
1. Submits false information on District resident forms (i.e.: children's date of birth, registering an individual who does not permanently reside at the address, misinformation on facility rental forms, etc.).
  2. Submits false information on the application for a guest pass
  3. Permits unauthorized use of a pass.
  4. Exhibits unsatisfactory behavior; deportment or appearance.
  5. Fails to abide by the Policies and Procedures established for the use of facilities.
  6. Treats the personnel, employees, and Patrons of the facilities in an unreasonable or abusive manner (i.e. language, bodily harm).
  7. Engages in conduct that is improper or likely to endanger the welfare, safety, or reputation of the District, its management, or other Patrons.
- B. Any individual registered as a "Sexual Offender" as defined in Section 943.0435, Florida Statutes or as a "Sexual Predator" as defined in Section 775.21, Florida Statutes, shall not be permitted to access the Plantation Splash Park or the Amenity Center, as defined herein. District staff shall not grant amenity access cards to individuals who are registered as Sexual Offenders or Sexual Predators and shall immediately deactivate any amenity access cards which may have been granted to an individual who is registered as a Sexual Offender or Sexual Predator.
- C. The CDD Board of Supervisors, District Staff; the District Manager, onsite property management staff, and security personnel may at any time restrict, suspend or for cause or causes, as described above, any Patrons' privileges to use any or all of the District facilities.
- D. All rules, regulations, hours of operation are subject to change at any time, at the sole discretion of the management.

# **Fourteenth Order of Business**



## Field Operations Report

Meeting date: **3-25-2025**

Submitted by: **Fred Atwood**

**\*Highlighted items require Board action.**

### **TENNIS COURT EQUIPMENT EXCHANGE / No Board action required:**

This process is underway. We are hoping to announce that this has been completed at our upcoming meeting. All new equipment on their end has been ordered. Once those pieces arrive, we will make the exchange. The last step will be to proceed in acquiring the appropriate machinery to pull these units. Stay tuned.

### **PICKLEBALL COURTS / No Board action required:**

The courts are open! The feedback has been very positive. The initial usage was a little underwhelming, but reservations and usage are seeing a spike. We did have two small areas of damage, approximately two-inches in length, to the *painted* surface. Please note that these are not on the *playing* surface and do not pose any hazards, this is purely an aesthetic issue. We have contacted the installer and will have those addressed asap.

### **RIVER HILLS DRAINAGE UPDATE / This item has been transferred to the Engineer's report.**

### **PARKING LOT RENOVATIONS / No Board action required:**

We have spoken with Ms. Smith at the County regarding sharing a vendor and their obtained lower pricing. We now have the name of their contractor and when they return from vacation, we will be able to proceed with an estimate, etc.

### **TOWN CENTER BLVD. MONUMENT ACCIDENT / No Board action required:**

We are diligently working to finalize this repair to FIP standards. This is certainly not the level of service we strive to provide. We are looking to improve the trim replications that were previously performed as well as having the stucco match from end to end. Our apologies and stay tuned.

### **TENNIS AND BASKETBALL LIGHTING UPGRADE / No Board action required:**

The agreement is in progress and once executed scheduling will be the next step. We will of course notify the residents of any court closures during this process.

### **SPLASH PARK SLIDE INSPECTION / No Board action required:**

Working with Supervisor Nelson we did have two bids for the Structural Engineer inspection of the slide. After selecting the vendor, we were able to schedule an evaluation much sooner than we had anticipated. As you know, the slide was operational for Spring Break. We are awaiting the full report from the Engineer and we will proceed accordingly.

**BASKETBALL COURT REPAIR & RESURFACING / Board action required to approve NTE \$28,000.00:**

As we have discussed, the basketball courts need repairing and resurfacing. We have contacted the same surfacing company that did the pickleball courts so the colors to both areas will match. There is a repair that needs to be performed prior to resurfacing. The southwest corner of the court closest to the pond needs to be removed and repoured.

The actual cost breakdown for this proposed project is:

- \$8,800.00 for the corner repair work
- \$18,900.00 for the resurfacing of both courts
- The reserve study does have this scheduled for FY 2024-25 in the amount of \$8,903.00. Clearly there is a disconnect in the study to the actual bid.
- The total for the repair and resurface total \$27,700.00 and we are seeking approval for a NTE amount of \$28,000.00.

**VILLAGE SQUARE PEDESTRIAN PERGOLAS / Board direction required:**

We have located a vendor that can assist us with the pergolas that cover the pedestrian walkways at our Village Square entrance. We have received a bid for \$4,500.00 that would rebuild and re-secure the existing pergola and repair and replace the damaged one. The details encompass the following scope of services:

- Remove and haul away the 8 existing posts, four per pergola
- Remove existing arch top for reuse on existing structure
- Supply and install 8 new posts encapsulated in concrete
- Wrap posts in pressure treated trim to match existing
- Reinstall arched pergola tops

**PROJECTS PENDING COMPLETION / No Board action required:**

- Research the addition of shade over the circle area on the Splash Park pool deck
- Covington Fence
- Amenity Center Shed
- Amenity Center Splash Pad
- Village Square Fountain / "Guesstimate" on converting to a pond versus resurfacing

**FIELD OPERATIONS UPDATES PART 1 / No Board action required / Highlights to review:**

- Snack Bar AC Unit has contracted with our PM vendor to perform a deep clean. Due to its condition the unit had to be removed and taken off site. We are hopeful the unit will be able to be restored and reinstalled. However, we do not have a report on the full details as we prepare our reports.
- Worked with VakPak and lower cost option to repair in pool lights – They think they can just replace the driver board in the lights instead of the complete lights – awaiting final word and proposal
- Working to replace and improve the shock closures on the pool pit units

**FIELD OPERATIONS UPDATES PART 2 / No Board action required:**

- Pressure washed breezeway at Splash Park
- Pressure washed covered eating area at Splash Park
- Placed and deep cleaned all deck furniture at Splash Park
- Finished repair on decorative base on column at Splash Park
- Replaced missing stone on walls and slide tower at Splash Park
- Prepped lifeguard chairs for paint at Splash Park

- Placed deck furniture at Amenity Center
- Inspected tabletops at Splash Park. Replaced all small tabletops that were damaged from tops in stock. Will order new tops for large tables that are damaged
- Performed full lighting audit on all areas of FIP. Put together a work list for internal, electrician, and landscaping
- Asked Ruppert to cut back all shrubs that have been blocking lights at Monuments and Margaret's Walk
- Electrician work / updates:
  1. Replace bad bulbs in tall lights in Splash Park parking lot and on pool deck
  2. Replace one spot at Village Sq outbound side due to wrong color
  3. Replace spotlight at Heritage Oaks monument – light was bad
  4. Replace light on 2<sup>nd</sup> tree at Autumn Glen entry, was not working
  5. Replace light at Thornhill entry, was not working
  6. Replace light in last pavilion at Splash Park Field, light was out
  7. Replaced bulbs in can lights at Splash Park – many were out
  8. Moved spotlight from overgrown column area at Margaret's Walk park and now shines on the entrance sign to the park
- Install paddle racks at pickleball
- Installed court numbers at pickleball
- Installed courtside drink trays at pickleball
- Replaced courtside drink trays and trash cans on all tennis courts
- Replaced scorekeepers on all tennis courts
- Installed bag hooks at pickleball
- Repaired on stucco at doorway on Splash Park Shed
- Set timer for pickleball lighting ahead of opening day
- Removed old grip tape from SP Slide stairs and platform
- Treated stains on SP Slide stairs
- Cleaned all doors and windows at Splash Park
- Brushed Splash Park buildings for spider eggs and webs
- Cleaned light fixtures in all pavilions in Splash Park Field
- Did safety inspection on Splash Park playground – no issues found
- Checked all soap and paper towel dispensers at Splash Park and changed batteries where needed. Found 1 non-working soap dispenser in men's room – asked janitorial to replace.
- Replaced bad auto-fill valve at Kiddie pool
- Adjusted self-closers on all gates at Splash Park
- Checked all doorknobs at Splash Park. Lubed and adjusted where needed
- Removed old double-sided tape from the cabinetry in Splash Park Pool Office
- Soft washed arbors at end of Splash Park field, near pond
- Repainted poles for handicap parking in Splash Park parking lot
- Replaced ceiling fans at Amenity Center Pool Deck
- Brushed covered area at Amenity Center Pool deck for spiderwebs and eggs. Also reset some ceiling panels
- Checked all soap and paper towel dispensers at Amenity Center and changed batteries where needed
- Treated fire ants at tennis shade area with Amdro
- Started to rebuild directional sign from Fleming Plantation Blvd – Anticipate it being installed before CDD meeting
- Reset all timers for Daylight Savings

- Started pressure washing deck furniture on Amenity Center pool deck. Pulled all chaise lounges that had not already been re-strapped (38) total
- Fixed doors to pool room at Amenity Center to close and open properly
- Installed new sump pump at Family Pool pit and connected to existing plumbing
- Pulled all stained lounge chairs from Splash Park Pool deck and replaced with good that had been stored behind shed
- Painted flowerpots at Splash Park entry
- Removed old brochure holder from wall at Splash Park – patched and painted wall
- Touched up paint on lower section of Gathering Room doors that had been scratched
- Installed hooks on back of lifeguard chairs at Splash Park to hold life rings
- Cleaned pool tile in Splash Park pool
- Painted wood poles that hold lifesaving hooks at Splash Park
- Cleaned gunk from between pavers that are around ground drains on Splash Park deck
- Removed old windscreens from break area next to snack bar
- Ordered new blinds for both pool offices and snack bar windows
- Sprayed weeds on Splash Park pool deck and surrounding flower beds and mulch areas
- Added new grip tape to fresh painted lifeguard chairs at Splash Park
- Pressure wash walkways between Amenity Center Office and pools
- Repair of duct work at AC closet
- AC rebuild reclean at Snack

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



# **Fifteenth Order of Business**



## Amenity Manager's Report

*Meeting date: 3-25-2025*

*Submitted by: Stephanie Taylor*

### **PROJECTS PENDING COMPLETION / No Board action required:**

- Printer leasing contract update: Balance has been paid in full as of 3/10/2025. We have a meeting scheduled with the Xerox representative on 3/20/2025 to discuss less expensive options.
- Waiver update and photo ID card fees: still working with District Counsel

### **2025 POOL SEASON / No Board action required:**

We are so excited to be starting our 2025 pool season! It was a wonderful feeling driving up the Splash Park this morning and seeing residents enjoying the warmer weather and getting excited for the summer season and the summer crew. We have multiple returning Pool Office Attendants and a few great additions to the team. At our pre-season meeting, we reviewed any policy/procedural changes as well as discussing any suggestions for a successful summer. The excitement from the pool office team is contagious! They are ready to interact with the residents and add that WOW factor in customer service here at Fleming Island Plantation.

In addition to the Pool Office Staff, the Lifeguards seemed ready to start the season this morning too! Elite did provide an inventory list for both swimming facilities. It does need to be updated to account for the items that were still in transit or were unable to access when the inventory list was created (thermometers, walkie talkies, life jackets, etc.). With a stellar group of employees and all needed equipment, we are ready for an epic pool season here at FIP.

### **ACCESS CONTROL SYSTEM TRANSITION / No Board action required:**

We are at our last final steps for the PDK, and I could not be more excited! IAS has installed all the hardware pieces and the software. We have received all the new photo ID cards and have created templates for the different access groups. All internal policies and protocols have been created. Once we have the final "go" from the District Counsel and one last element from PDK our badge system transition will begin!

All front Office Staff are trained in how to navigate and operate PDK so we can more easily streamline the registration process. We have checklists in place to make sure we are all on the same page and with repetition will come speed. However, nothing is more crucial at this stage and throughout to be consistent and organized. We will have sample cards brought to the meeting so the Board can see the different photo ID prototypes. We will keep the Board and the residents up to date with access control system transition as we continue to move forward with this process.

### **EVENT UPDATES / No Board action required:**

Spring is here! With warmer weather, we are beginning to offer more events outside so residents can enjoy some sunshine while at our events, stay tuned!

- **COMEDY NIGHT:** On Wednesday, February 26<sup>th</sup>, we hosted a SOLD-OUT house at the Hibernia Pub for our Comedy Improv Night. Approximately 75 residents came to enjoy good food, good company, and good jokes!
- **TEDDY BEAR SLEEPOVER:** Was held on March 1<sup>st</sup> was a big success. We had 24 FIP kids and their Plushies come to the Amenity Center Office to create their own pillowcases, watch Paddington, and snack on some Teddy Grahams, chips, and juice. The fun didn't stop there though! Once the kids left,

their favorite stuffed animals got to partake in a tea party, some exciting slumber party games, and even got spend some time pool side. Each child was able to pick up their stuffed animal on Monday with their very own photo book with their stuffed animals adventures in there!

- **RESIDENT APPRECIATION DAY!**: On March 11<sup>th</sup>, we showed our appreciation for the fantastic residents of Fleming Island Plantation with our Lucky to Have You Day. In celebration of the residents being our pot of gold at the end of the rainbow, residents received their own “Pot of Gold” (aka skittles and golden wrapped Rolo’s).

➤ **UPCOMING EVENTS / MARCH & APRIL:**

- **ART WORKSHOP:** For residents who would like to show their artistic side, we are hosting another Ancient City Painting Workshop on Saturday, March 29<sup>th</sup>.
- **CANDLE MAKING:** On April 5<sup>th</sup>, residents can spring into Spring by creating their very own candle with Spring scents at our candle workshop. It is \$10 per resident and each participant goes home with an 8-ounce candle.
- **EASTER PAILS AND BUNNY TAILS:** Hopping on to our next event... Our Easter celebration will be in the grassy field area of the Splash Park and along the walking path. We will have face painters, balloon artists, an obstacle course, a bounce house, crafts, food trucks, and even the Easter Bunny himself. You can’t forget about the Easter egg hunts! We are finishing out April with the
- **BABYSITTING SAFETY CERTIFICATION CLASS:** This is the perfect time for those interested in babysitting or keeping an eye on their younger siblings for the summer months. Learn how to safely care for them and market your services, etc. to



February Events Recap

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





# **Sixteenth Order of Business**

**16A**



14502 N Dale Mabry Hwy. Suite 200. Tampa, FL 33618  
pierre@capitalreserveadvisors.com  
www.capitalreserveadvisors.com  
(813)444-8022

February 26, 2025

Samantha Harvey  
**Fleming Island Plantation CDD**  
C/O Inframark  
2300 Town Center Blvd  
Fleming Island, FL 32003

## Proposal for Reserve Study with On-Site Analysis

As you requested, we are submitting this proposal for reserve study services for **Fleming Island Plantation CDD**. The site analysis will be scheduled as soon as we receive the signed agreement (attached) to proceed. Our report is issued as a Reserve Management Plan engagement and is intended to match your budget year and will be a 30-year projection for the 30-year period beginning **January 1, 2025**.

Since maintenance expenditures are often the most significant costs of an association, properly preparing a Reserve Study is one of the most important responsibilities for common interest organizations. An accurate and detailed analysis will minimize reserve assessments and reduce the risk of insufficient funds, while still maintaining the common areas. Some consider the reserve study simply as a budget tool. Others want a dynamic long-term replacement management tool. Either way, we can help.

Capital Reserve Advisors:

- **Local:** Located in Tampa, FL for your convenience and unrivaled customer service.
- **Experts:** Lynn Sallee, RS, CMM, PRA, and CPSI designations with 48 years of construction experience and 11 years of Reserve Study deliveries.
- Pierre del Rosario has provided financial services to condominium and homeowners associations clients since 2000.
- **Vetted:** Capital Reserve Advisors uses software specifically designed to prepare reserve studies that has been fully tested by a team of independent financial experts for calculation accuracy and certified to meet the strict ICBI software standards and is used by more than 3,000 satisfied clients worldwide.
- **Easy:** Reserve Study Reports that are usually less than 30 pages makes it easy for boards of directors and management professionals to read, digest and distribute. Our report provides actionable management information that is detailed enough to understand, but not so detailed that it overwhelms the reader. This report is supplemented by separately issued detail financial schedules to provide a complete reserve activity management system.
- **Affordable:** We believe in using the latest technology to our advantage. Because we have continued to evolve our business practices by staying ahead of the curve with our software, we are able to pass on the savings to our clients.
- **Full Service:** Each of our on-site analyses includes everything you have come to expect from reserve study providers. Full component detail lists with site or element photos, current and future replacement cost estimates, and anecdotal evidence and/or commentary where necessary.
- **Full Service +:** At no extra charge, we also prepare the report with the understanding that every association is unique. Our reports are prepared for the association but also, **by the association**. This includes open communication, \*unlimited revisions, and \*client-use software.

## Fee Quotation

The fee for preparing the reserve study with on-site analysis for the fiscal period starting **January 1, 2025** is **\$ 5,250**.

If you would like us to proceed with your reserve study, please indicate your acceptance by signing the attached Reserve Study Services Agreement and returning it to us. The terms of this proposal will remain in effect for sixty days from the date of this proposal.

Pierre del Rosario, President

*Attachment*

\*See attached agreement for terms of service  
See attached brochure for complete information about our company



14502 N Dale Mabry Hwy. Suite 200. Tampa, FL 33618  
pierre@capitalreserveadvisors.com  
www.capitalreserveadvisors.com  
(813)444-8022

February 26, 2025

Samantha Harvey  
**Fleming Island Plantation CDD**  
C/O Inframark  
2300 Town Center Blvd  
Fleming Island, FL 32003

## **Reserve Study Services Agreement Reserve Study with On-Site Analysis**

This Agreement is made between Capital Reserve Advisors ("CRA") and **Fleming Island Plantation CDD**, (the "Association"). The Association has engaged Capital Reserve Advisors to perform and prepare an analysis and projection of the Association's replacement funding program ("Reserve Study") pursuant to the terms and conditions as set forth herein.

### IT IS AGREED:

1. **Analysis Date and Period:** The Reserve Study will be a projection for the 30-year period commencing **January 1, 2025**.
2. **Date of Delivery of Requested Information:** A draft report will be available for review by the Association within two weeks from the date of CRA's receipt of the applicable documents, information, and materials requested, and completion of the site analysis by CRA. The Reserve Study will assume the most probable course of events in consideration of information supplied by the Association, CRA's research, and industry standards and guidelines. However, the Association acknowledges that actual replacement costs may vary from those set forth in the Reserve Study and such variations may be material. Accordingly, CRA does not, and shall not, guarantee that actual replacement costs and/or remaining lives will approximate those contained in the Reserve Study.  
  
*CRA hereby requests the information and documents described on Schedule A attached to this Agreement.*  
  
The Association covenants and agrees to provide CRA with all the information and documents set forth on Schedule A, and to cooperate with all reasonable requests of CRA in connection with this Agreement. Without limiting the foregoing, the Association shall ensure that its personnel are reasonably available to consult with CRA regarding replacement funding expenditures and the condition of the physical components of the common areas and shall allow CRA reasonable access to conduct periodic physical inspections of the Association's facilities and common areas.
3. **Date of Delivery of Final Report:** The final report will be issued within seven working days of receiving approval from the Association for issuance of such report. The Reserve Study shall be dated as of the date of delivery to the Association (the "Report Date"). If the Association does not inform CRA of any changes within 30 days of delivery of the draft report, then the draft report is considered to be approved as is, and CRA will issue the final report.
4. **Report Format:** The format of the Reserve Study will be similar to the sample report available on our web site at <http://www.capitalreserveadvisors.com>. The purpose of the Reserve Study is to assist the Association in properly managing replacement funds and common area property, so that future funds will be sufficient when expenditures are necessary and common area property can be maintained efficiently for the life of the project. The Reserve Study is intended only for the Association's internal use, and only for the purposes, and subject to the limitations described in this Agreement.
5. **Reserve Study Update:** CRA has no responsibility to update the final Reserve Study for events and circumstances occurring after the Report Date. CRA recommends that interim updates be performed at least annually and at more frequent intervals if there are material fluctuations in the rates of inflation and investment or when material changes in costs or in estimated lives of replacement fund items occur.
6. **Reserve Study Fee & Terms:** CRA's fee for preparing the Reserve Study, with site analysis, for the period beginning **January 1, 2025** is **\$ 5,250**. 50% of this fee will be billed upon authorization to proceed and is due and payable at that time. The remaining 50% will be billed upon delivery of the draft report and is due and payable within 30 days. If a draft report is not issued at the request of the Association, the remaining 50% is due and payable within 30 days of importing data into Facilities 7 software and providing access to the Association.
7. **No Warranties:** The Association acknowledges and agrees that neither CRA, nor any officer, director, owner, employee, agent or affiliate of CRA, has made any representations, warranties, guarantees, or promises of any kind regarding CRA's services or deliverables except as expressly provided in this Agreement. CRA disclaims all warranties, including without limitation any warranty as to fitness of the Reserve Study for a particular purpose, whether express, implied or arising by operation of law. CRA shall not be liable to the Association for any incidental, consequential, or special damages whatsoever, including without limitation any lost revenues or lost profits, arising from or related to this Agreement and the services provided hereunder.

8. **Miscellaneous:**

- (a) Entire Agreement. This Agreement embodies the entire agreement and understanding between the parties with respect to its subject matter, and supersedes all prior agreements, whether written or oral, pertaining to such subject matter.
- (b) Governing Law. Disputes arising under this agreement (including the scope, nature and quality of services to be performed by us, our fees and other terms of the engagement) shall be submitted to mediation. A competent and impartial third-party, acceptable to both parties, shall be appointed to mediate, and each disputing party shall pay an equal percentage of the mediator's fees and expenses. No suit or arbitration proceedings shall be commenced under this agreement until at least 60 days after the mediator's first meeting with the involved parties. If the dispute requires litigation, the court shall be authorized to impose all defense costs against any non-prevailing party found not to have participated in the mediation process in good faith. This Agreement is governed by, and shall be construed in accordance with, the laws of the State of Florida. Venue for all legal or equitable actions relating to or arising from this Agreement shall be Hillsborough County, Florida.
- (c) Force Majeure. Notwithstanding anything to the contrary provided in this Agreement, CRA shall not be liable for any delay or failure to perform any of its obligations under this Agreement if such delay or failure is caused by an act of god, government requirements, fire, or any other cause or circumstance beyond its reasonable control. CRA shall use reasonable efforts to avoid, remove, or cure all such circumstances as soon as is reasonably feasible.
- (d) Third Party Actions. If there are any member or third party actions involving the Association which cause CRA to incur time charges or expenses other than for the initial preparation of the reserve study report, CRA is to be reimbursed by the Association for any costs or time charges incurred in connection therewith.

9. **Limitations of Reserve Study** Association understands and agrees that:

- (a) The Reserve Study is intended for the sole use of the Association and is not to be construed as a guarantee, warranty or an opinion on the advisability of purchase.
- (b) The information provided by the Reserve Study is effective for one year from the completion date of the report. An annual review and update of this Reserve Study is required to adjust known cost changes and to maintain accuracy.
- (c) CRA 's financial liability for errors and omissions is limited to the fees charged to Association to perform the Reserve Study.
- (d) The scope of the Reserve Study is expressly limited to the components included.
- (e) The remaining useful life estimates of the Reserve Study assumes normal weather conditions and does not factor in damage by flood, wind, storm, earthquake or other insurable events. The useful life estimates assume proper construction, installation, design plus adequate preventive maintenance. Improper construction, installation, design or failure to maintain will lead to shortened useful lives.
- (f) The cost estimates of the Reserve Study are based in current pricing for similar installations and materials and/or based in actual costs paid by Association. Future costs are subject to change according to supply and demand, material costs, effects of inflation and other forces which are not under CRA 's control.
- (g) The conclusions of the Reserve Study do not involve forensic or destructive testing of the components and were arrived at by either visual inspection and/or information provided by Association.
- (h) The Reserve Study is not intended to address or discover construction defects, asbestos, mold, water intrusion or lead paint. Association agrees to indemnify, defend and hold CRA harmless from all related claims.
- (i) Association warrants that the components, equipment and materials are constructed or assembled by qualified and licensed contractors according to manufacturer specifications and that the finished construction complies with all applicable building codes at the time of construction.

**Approval of Agreement**

**Fleming Island Plantation CDD:**

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

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

**For Capital Reserve Advisors :**

By:



Pierre del Rosario, President

February 26, 2025

## Fleming Island Plantation CDD- Schedule A Documents, Information, and Materials Requested

The table below provides a fairly comprehensive list of the documents and information we require in order to perform a comprehensive analysis for you and helps to improve the accuracy of the report. Our normal work process is:

- Phone call or email notification to schedule date for on-site analysis
- Summarize and evaluate data in my office, and research and estimate pricing of reserve activities
- Prepare a draft of the report and information for your edits and our discussion
- Conference call (if necessary) to discuss the data and report. This is your board's report and I want to walk you through it and make necessary adjustments so that you have the best information and a workable plan going forward.
- Edits based on our conference call and second draft (or final) report issued

#	Documents requested	Reason needed	Required	Done
1	A copy of the most recent prior reserve study, if available	This helps ensure that we will identify all components and may provide measurement information. It is also a good check for us on costing information.	<b>No</b>	
2	A copy of the most current financial statements of the Association that shows the current total of reserve funds, and the current budgeted amount to be transferred monthly to reserves	Necessary for us to know how much you are presently contributing to reserves, and to anticipate the following year's reserve contribution.	<b>Yes</b>	
3	A copy of the Association's budget for the most recent year	This is required UNLESS it is shown on the financial statements listed above (# 2)		
4	A copy of the Association's governing documents (CC&R's, etc.)	Only necessary if it discusses maintenance responsibility of Association		
5	Copies of prior paid invoices for repair and/or replacement of common area components	Very helpful information to help us make sure that cost data we reflect in the study represents actual, rather than estimated costs.		
6	Copies of bids solicited for repair and/or replacement of common area components, whether awarded or not	Very helpful information to help us make sure that cost data we reflect in the study represents actual, rather than estimated costs.		
7	A copy of your reserve policies	Required if you have specific reserve policies. If not, we will be happy to help you establish policies for your Association.		
8	A list of addresses and phone numbers for pertinent service contractors (landscape, pool, elevator, roof, paint, deck, etc.)	Very helpful information to help us make sure that we have accurate cost data and an understating of your maintenance plan.		
9	A copy of the plot map of the project or community showing phasing details and building shapes or styles	This is necessary for us to identify all components.	<b>Yes</b>	
10	Temporary use of keys, access devices or gate codes to enter upon the common areas, pool or recreation areas and equipment or storage areas	Necessary for us to gain access to restricted areas.	<b>Yes</b>	

*Additional information may be requested once we have started our work.*

**16B**

# community advisors, LLC

Reserve Study Professionals





March 11, 2025

Ms. Samantha Harvey  
District Manager  
313 Campus Street  
Celebration, Florida 34747

Re: Level I Reserve Study for Fleming Island CDD

Dear Ms. Harvey:

Thank you for the opportunity to submit a New Reserve Study with a Site Visit proposal for this District. We have worked with many Districts providing accurate funding plans for future component replacement. Principle Charles Sheppard served as a District Supervisor therefore has valuable experience with both finance and operating procedures that are specific to Community Development Districts.

All work is completed or supervised by Reserve Analyst who have been awarded professional certifications of Certified Construction Inspector (CCI), Professional Reserve Analyst (PRA) and Reserve Specialist (RS) signifying broad experience with successful results. Your reserve study is completed following guidelines for Reserve Studies established by the Association of Professional Reserve Analysts (APRA) and the Community Associations Institute (CAI).

Best Regards,

Charles R. Sheppard *RS PRA CCI*  
President & Reserve Analyst



Scope of Work for District  
Streets/Parking Lots, Entry Features/signage, Amenity Center, Playgrounds, Sport Courts, Pavilions,  
Stormwater System,  
with components evaluated that include:

- Roof and exterior walls
- Interior finishes
- Mechanical, Electrical, Plumbing
- Fencing/Mailboxes
- Pavement/Walks/Curbs
- Fitness equipment
- Sport courts components
- Play equipment, misc. items
- Landscaping and irrigation systems
- Pools and equipment
- Other components identified at site visit.

**Terms of Service**

Physical Analysis

- ❖ The site visit includes meeting with your representative to discuss any maintenance or operational concerns. We observe major components to determine quantity, age, condition and remaining useful life. Quantities are determined by field measurement and internet measurement tools or aerial measurement services.
- ❖ Building walls, trim and other features are observed from ground level. Flat roofs are observed only if safe fixed stair access is available. Pitched roofs are observed from ground level. Building Systems are not operated.
- ❖ Upon completion of the site visit, an inventory of major components is established which includes quantity, replacement cost and remaining useful life. We recommend you review this information and provide historical costs and previous replacement time for any components.

Financial Analysis

- ❖ A review of your current funding plan is completed to determine fund status and performance. We provide a funding plan using the Cash Flow Method (pooled cash) with a funding goal of adequate funding which keeps reserves above a percent funded or balance threshold level. If component funding (line item) is used, then full funding is the funding goal with the understanding we include inflation of replacement cost and interest earned on reserve funds.

Your Reserve Study Includes

- ❖ Executive summary with current funding status, fund balances and assumptions.
- ❖ Cash Flow or Component Funding Plan and 30-Year cash flow projection.
- ❖ Inventory of major components with replacement cost, useful and remaining life projections.
- ❖ Various charts and photographs of major components.
- ❖ Completed Report is sent via email in a PDF file. Printed & bound copies available at additional cost.

Payment Agreement & Terms

- ❖ To maintain excellent customer service and the requested delivery schedules we ask that your acceptance of this proposal is made within 30 days. Signed proposals received after 30 days are subject to revision of delivery time and cost. If indicated a deposit fee may be required with signed agreement to place your project in our production schedule and begin your study. A progress payment may be requested upon completion of the site visit depending on the size of the project. The remaining fee is due upon receipt of the preliminary report. Payments not received 30 days after the invoice date are assessed as a 1.5% late fee per month. After 90 days past, due payments will be subject to addition charges for collection including attorney fees and other reasonable costs incurred by Community Advisors, LLC. We are available to meet with you and discuss your Reserve Study subject to availability and travel expenses. We are always available by phone at no cost. We will modify your Reserve Study one time at no additional cost if requested within 90 days of issue and all fees have been paid. Modification requested after the report is issued may require additional cost.

This agreement for consulting services is accepted on this date:  
Professional Fee: \$4,400.00      Deposit Required: -0-

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

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

## Trusted Partners

### Community Development Districts

<i>Tolomato, (Nocatee)</i>	<i>Parkland Preserve</i>
<i>Amelia Concourse</i>	<i>Cross Creek</i>
<i>Tisons Landing</i>	<i>Six Mile Creek</i>
<i>Amelia Walk</i>	<i>Dunes Utility</i>
<i>South Village</i>	<i>Double Branch</i>
<i>Sampson Creek</i>	<i>Pine Ridge Plantation</i>
<i>Middle Village</i>	<i>Brandy Creek</i>
<i>Ridgewood Trails</i>	<i>Turnbull Creek</i>
<i>Glen St. Johns</i>	<i>Arlington Ridge</i>
<i>Bartram Springs</i>	<i>Magnolia West</i>
<i>Rivers Edge</i>	<i>Trails</i>
<i>Aberdeen</i>	<i>Southaven</i>
<i>Durbin Crossing</i>	<i>Madeira</i>
<i>St. Johns Forrest</i>	<i>Beach</i>
<i>Bannon Lakes</i>	<i>Armstrong</i>
<i>Deer Run</i>	<i>Bainbridge</i>

### Communities

*Hammock Dunes – Palm Coast, FL*  
*Queens Harbour - Jacksonville, FL*  
*The Georgia Club - Statham, GA*  
*Corolla Light POA - Corolla, NC*  
*The Landings - Skidaway Island, GA*  
*Beresford Hall Assembly - North Charleston, SC*  
*Cumberland Harbour - St. Mary's, GA*  
*Cimarrone POA - St. Johns, FL*  
*Deercreek Country Club Owners Association - Jacksonville, FL*  
*Preserve at Summer Beach - Fernandina Beach, FL*  
*Amelia Park Neighborhood - Fernandina Beach, FL*  
*Coastal Oaks Amelia - Fernandina Beach, FL*  
*Oyster Bay POA - Fernandina, FL*  
*Ocean Breeze HOA - Fernandina Beach, FL*  
*RiverPlace at Summer Beach - Fernandina Beach, FL*  
*Amelia National - Fernandina, FL*

### Active Adult

*Del Webb Ponte*  
*Stone Creek by Del Webb - Ocala, FL*  
*Villages of Selay - St. Augustine, FL*  
*Cascades at World Golf Village - St. Augustine, FL*  
*The Haven at New Riverside – Bluffton, SC*  
*Artisan Lakes – Jacksonville, FL*

## **Condominiums**

*Carlton Dunes - Amelia Island, FL*  
*Spyglass Villas - Amelia Island, FL*  
*Ocean Club Villas - Amelia Island, FL*  
*Dunes Club Villas - Amelia Island, FL*  
*Villas at Summer Beach - Amelia Island, FL*  
*Beachwood Villas - Amelia Island, FL*  
*Coastal Cottages - Amelia Island, FL*  
*Marina San Pablo - Jacksonville, FL*  
*Laterra at World Golf - St. Augustine, FL*  
*Cumberland On Church - Nashville, TN*  
*Surf Club III - Palm Coast, FL*  
*The Peninsula - Jacksonville, FL*  
*The Plaza at Berkman Plaza - Jacksonville, FL*  
*1661 Riverside - Jacksonville, FL*  
*Seascape - Jacksonville Beach, FL*  
*Southshore Condominium - Jacksonville Beach, FL*  
*Ocean Villas at Serenata Beach - St. Augustine, FL*  
*Watermark - Jacksonville Beach, FL*  
*Oceanic Condominium - Jacksonville Beach, FL*  
*Ocean 14 Condominium - Jacksonville Beach, FL*  
*Serena Point Condominium - Jacksonville Beach, FL*  
*Oceania Condominium - Jacksonville Beach, FL*

## **Religious/Schools/Private Clubs**

*St. Mark's Episcopal Church - Brunswick, GA*  
*Memorial Presbyterian - St. Augustine, FL*  
*Grace Mem. Presbyterian - St. Augustine, FL*  
*Trinity Episcopal Church - St. Augustine, FL*  
*St. Mark's Towers - Brunswick, GA*  
*Isle of Faith Methodist - Jacksonville, FL*  
*Deermeadows Baptist - Jacksonville, FL*  
*Frederica Academy - St. Simons Island, GA*  
*Fishburne Military School - Waynesboro, VA*  
*The Greenwood School - Jacksonville, FL*  
*Deerwood Country Club - Jacksonville, FL*

## Reserve Analyst & Inspector's Credentials

### Charles R. Sheppard RS PRA CCI

Charlie Sheppard is the owner and President of Community Advisors which provides capital reserve analysis, consulting services, commercial inspections and project management for community associations, private clubs, churches, schools and other entities.

He has over 30 years of experience in real estate development, property operation, commercial property inspections and construction management. He has participated on the development team for large planned unit developments and mid-rise office building parks. He has also worked for many years as commercial construction manager for a wide range of structures including medical facilities, office buildings, churches, restaurants, clubhouses, infrastructure installation and remodeling and repositioning of properties to match market conditions.

Areas of expertise include mechanical and electrical systems, energy management systems, life safety systems, plumbing systems, building envelope and roof components. Horizontal improvement experience include marine structures, street and site concrete construction, utilities, site work and landscaping improvements.

Inspection projects include: High rise office and residential buildings, restaurants, industrial properties, churches, private schools, private clubs, marinas, medical facilities, warehouse and industrial properties, water treatment facilities and residential properties.

Charlie is a regular speaker at CAI events, teaches continuing education classes and enjoys attending Board of Director meetings to share the benefits of Reserve Planning. He has also published articles on Capital Reserve Analysis and Construction Management.

**Education** - Virginia Polytechnic Institute & State University - BS

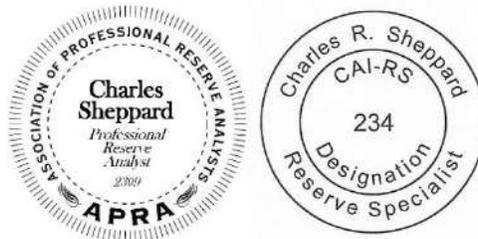
**License** - Certified General Contractor, Certified Home Inspector - Florida

### Professional Designations & Memberships

Certified Construction Inspector, (CCI) Association of Construction Inspectors

Professional Reserve Analyst, (PRA) Association of Professional Reserve Analyst APRA

Reserve Specialist, (RS) Community Associations Institute CAI



# **Eighteenth Order of Business**

**FLEMING ISLAND PLANTATION  
Community Development District**

*Financial Report*

*February 28, 2025*



**Table of Contents**

<b><u>FINANCIAL STATEMENTS</u></b>	<b>Page #</b>
Balance Sheet - All Funds .....	1
Statement of Revenues, Expenditures and Changes in Fund Balance	
General Fund .....	2 - 4
Debt Service Fund .....	5
Capital Project Fund .....	6
Notes to the Financial Statements .....	7 - 8
<b><u>SUPPORTING SCHEDULES</u></b>	
Series 2021 Construction Report & Schedule .....	9 - 11
Non-Ad Valorem Special Assessments Schedule .....	12
Cash and Investment Report .....	13
Bank Reconciliations and Statements .....	14 - 23
Payment Register .....	24 - 28

**FLEMING ISLAND PLANTATION**

**Financial Statements**

**(Unaudited)**

**February 28, 2025**

**Balance Sheet**  
February 28, 2025

<u>ACCOUNT DESCRIPTION</u>	<u>GENERAL FUND</u>	<u>2021 DEBT SERVICE FUND</u>	<u>2021 CAPITAL PROJECTS FUND</u>	<u>TOTAL</u>
<b><u>ASSETS</u></b>				
Cash - Checking Account	\$ 2,951,704	\$ -	\$ -	\$ 2,951,704
Accounts Receivable	2,073	-	-	2,073
Due From Other Funds	54,986	-	-	54,986
Investments:				
Money Market Account	1,346,364	-	-	1,346,364
Construction Fund	-	-	805,397	805,397
Interest Account	-	12	-	12
Prepayment Account	-	16	-	16
Rebate	-	21,193	-	21,193
Revenue Fund	-	1,740,435	-	1,740,435
Sinking fund	-	213	-	213
Prepaid Items	10,571	-	54,986	65,557
Deposits	10,397	-	-	10,397
<b>TOTAL ASSETS</b>	<b>\$ 4,376,095</b>	<b>\$ 1,761,869</b>	<b>\$ 860,383</b>	<b>\$ 6,998,347</b>
<b><u>LIABILITIES</u></b>				
Accounts Payable	\$ 143,759	\$ -	\$ -	\$ 143,759
Accrued Expenses	22,200	-	-	22,200
Due To Other Funds	-	-	54,986	54,986
<b>TOTAL LIABILITIES</b>	<b>165,959</b>	<b>-</b>	<b>54,986</b>	<b>220,945</b>
<b><u>FUND BALANCES</u></b>				
<b>Nonspendable:</b>				
Prepaid Items	8,107	-	54,986	63,093
Deposits	10,397	-	-	10,397
<b>Restricted for:</b>				
Debt Service	-	1,761,869	-	1,761,869
Capital Projects	-	-	750,411	750,411
<b>Assigned to:</b>				
Operating Reserves	506,196	-	-	506,196
Reserves - Entry Features	166,636	-	-	166,636
Reserves - Park	122,969	-	-	122,969
Reserves - Recreation Facilities	523,658	-	-	523,658
Reserves-Misc. Site Improvement	256,390	-	-	256,390
Reserves - Signage	221,332	-	-	221,332
<b>Unassigned:</b>	<b>2,394,451</b>	<b>-</b>	<b>-</b>	<b>2,394,451</b>
<b>TOTAL FUND BALANCES</b>	<b>\$ 4,210,136</b>	<b>\$ 1,761,869</b>	<b>\$ 805,397</b>	<b>\$ 6,777,402</b>
<b>TOTAL LIABILITIES &amp; FUND BALANCES</b>	<b>\$ 4,376,095</b>	<b>\$ 1,761,869</b>	<b>\$ 860,383</b>	<b>\$ 6,998,347</b>

**Statement of Revenues, Expenditures and Changes in Fund Balances**  
For the Period Ending February 28, 2025

ACCOUNT DESCRIPTION	ANNUAL ADOPTED BUDGET	YEAR TO DATE BUDGET	YEAR TO DATE ACTUAL	VARIANCE (\$) FAV(UNFAV)
<b>REVENUES</b>				
Interest - Investments	\$ 60,000	\$ 25,000	\$ 72,762	\$ 47,762
Room Rentals	7,000	2,916	4,214	1,298
Swimming Program Fee	1,000	300	-	(300)
Tennis Membership	2,000	1,500	2,700	1,200
Tennis Program Fees	200	200	-	(200)
Special Events	5,000	2,500	6,808	4,308
Special Assmnts- Tax Collector	3,330,990	2,997,891	3,134,832	136,941
Special Assmnts- Discounts	(133,240)	(119,916)	(123,971)	(4,055)
Other Miscellaneous Revenues	3,000	1,250	-	(1,250)
Access Cards	6,000	2,500	240	(2,260)
Insurance Reimbursements	-	-	6,438	6,438
<b>TOTAL REVENUES</b>	<b>3,281,950</b>	<b>2,914,141</b>	<b>3,104,023</b>	<b>189,882</b>

**EXPENDITURES**

**Administration**

P/R-Board of Supervisors	16,000	5,000	6,000	(1,000)
FICA Taxes	1,224	385	459	(74)
ProfServ-Arbitrage Rebate	600	600	-	600
ProfServ-Dissemination Agent	1,200	-	-	-
ProfServ-Engineering	30,000	12,500	13,133	(633)
ProfServ-Legal Services	45,000	18,750	14,707	4,043
ProfServ-Mgmt Consulting	62,339	25,975	25,975	-
ProfServ-Special Assessment	9,360	9,360	9,360	-
ProfServ-Trustee Fees	4,000	-	-	-
Auditing Services	4,100	2,000	-	2,000
Postage and Freight	3,400	1,416	283	1,133
Insurance - General Liability	55,556	55,556	52,925	2,631
Printing and Binding	500	209	47	162
Legal Advertising	3,000	1,250	344	906
Misc-Assessment Collection Cost	66,620	59,958	60,217	(259)
Misc-Credit Card Fees	500	209	408	(199)
Misc-Contingency	5,000	2,084	1,275	809
Office Supplies	200	84	174	(90)
Annual District Filing Fee	175	175	175	-
<b>Total Administration</b>	<b>308,774</b>	<b>195,511</b>	<b>185,482</b>	<b>10,029</b>

**Statement of Revenues, Expenditures and Changes in Fund Balances**  
For the Period Ending February 28, 2025

ACCOUNT DESCRIPTION	ANNUAL ADOPTED BUDGET	YEAR TO DATE BUDGET	YEAR TO DATE ACTUAL	VARIANCE (\$) FAV(UNFAV)
<b>Field</b>				
ProfServ-Field Management	793,842	330,768	286,555	44,213
ProfServ-Web Site Development	1,800	1,800	1,800	-
Contracts-Lifeguard Services	272,000	34,000	2,533	31,467
Contracts-Janitorial Services	33,000	13,750	12,319	1,431
Contracts-Security Services	57,750	24,063	21,125	2,938
Contracts-Landscape	678,150	282,563	274,333	8,230
Electricity - General	78,000	32,500	30,925	1,575
Utility - Water	86,000	35,834	31,914	3,920
R&M-Aquascaping	66,214	27,589	24,250	3,339
R&M-Common Area	34,000	14,166	20,802	(6,636)
R&M-Electrical	30,000	12,500	9,385	3,115
R&M-Other Landscape	90,000	37,500	19,448	18,052
R&M-Irrigation	32,000	13,334	9,731	3,603
Holiday Decoration	10,000	4,167	10,627	(6,460)
Op Supplies - General	15,000	6,250	4,782	1,468
<b>Total Field</b>	<b>2,277,756</b>	<b>870,784</b>	<b>760,529</b>	<b>110,255</b>
<b>Parks and Recreation</b>				
Communication - Teleph - Field	12,253	5,105	4,021	1,084
Internet/WiFi - Gazebo	1,580	658	661	(3)
Electricity - General	34,000	14,167	15,591	(1,424)
Utility - Refuse Removal	5,500	2,292	2,384	(92)
Utility - Water & Sewer	30,000	12,500	9,791	2,709
Lease - Copier	8,000	3,334	3,946	(612)
R&M-Air Conditioning	2,250	1,125	1,297	(172)
R&M-Fire Suppression System	500	-	-	-
R&M-Grounds	16,000	6,667	133	6,534
R&M-Pest Control	660	220	407	(187)
R&M-Tennis Courts	6,500	2,500	9,863	(7,363)
Misc-Event Expense	38,000	15,975	22,777	(6,802)
Misc-Termite Bond	684	342	421	(79)
Misc-Licenses & Permits	700	292	-	292
Misc-Amenity Center Equipment	5,000	2,084	2,717	(633)
Misc-Contingency	10,000	4,167	1,770	2,397
Office Supplies	4,500	1,875	1,723	152
Cleaning Supplies	2,000	833	26	807
Op Supplies - General	7,000	2,917	2,880	37

**Statement of Revenues, Expenditures and Changes in Fund Balances**  
For the Period Ending February 28, 2025

ACCOUNT DESCRIPTION	ANNUAL ADOPTED BUDGET	YEAR TO DATE BUDGET	YEAR TO DATE ACTUAL	VARIANCE (\$) FAV(UNFAV)
Op Supplies - Pool Chemicals	22,000	9,167	9,133	34
Op Supplies-Pool and Splash Pad	4,000	1,500	2,035	(535)
Subscriptions and Memberships	2,100	1,379	971	408
Capital Outlay	-	-	29,905	(29,905)
<b>Total Parks and Recreation</b>	<b>213,227</b>	<b>89,099</b>	<b>122,452</b>	<b>(33,353)</b>
<b><u>Community Center</u></b>				
Communication - Teleph - Field	6,384	2,660	2,683	(23)
Electricity - General	20,000	8,333	7,947	386
Utility - Refuse Removal	4,320	1,800	1,565	235
Utility - Water & Sewer	26,100	10,875	6,786	4,089
R&M-Air Conditioning	1,000	500	111	389
R&M-Fire Suppression System	1,400	467	-	467
R&M-Grounds	10,000	4,167	54	4,113
R&M-Pest Control	466	233	269	(36)
Misc-Rec Center Equipment	2,500	1,042	294	748
Misc-Termite Bond	375	188	300	(112)
Misc-Licenses & Permits	500	208	-	208
Misc-Contingency	8,500	3,542	1,095	2,447
Office Supplies	500	208	-	208
Cleaning Supplies	2,000	834	51	783
Op Supplies - General	2,650	1,104	768	336
Op Supplies - Pool Chemicals	20,000	8,334	9,339	(1,005)
Op Supplies-Pool and Wading Pool	3,000	1,250	989	261
<b>Total Community Center</b>	<b>109,695</b>	<b>45,745</b>	<b>32,251</b>	<b>13,494</b>
<b><u>Reserves</u></b>				
Reserve - CDD Amenity	322,498	134,374	61,089	73,285
Reserves-Splash Park	50,000	20,834	-	20,834
<b>Total Reserves</b>	<b>372,498</b>	<b>155,208</b>	<b>61,089</b>	<b>94,119</b>
<b>TOTAL EXPENDITURES &amp; RESERVES</b>	<b>3,281,950</b>	<b>1,356,347</b>	<b>1,161,803</b>	<b>194,544</b>
Excess (deficiency) of revenues				
Over (under) expenditures	-	1,557,794	1,942,220	384,426
Net change in fund balance	\$ -	\$ 1,557,794	\$ 1,942,220	\$ 384,426
<b>FUND BALANCE, BEGINNING (OCT 1, 2024)</b>	<b>2,267,916</b>	<b>2,267,916</b>	<b>2,267,916</b>	
<b>FUND BALANCE, ENDING</b>	<b>\$ 2,267,916</b>	<b>\$ 3,825,710</b>	<b>\$ 4,210,136</b>	

**Statement of Revenues, Expenditures and Changes in Fund Balances**  
For the Period Ending February 28, 2025

ACCOUNT DESCRIPTION	ANNUAL ADOPTED BUDGET	YEAR TO DATE BUDGET	YEAR TO DATE ACTUAL	VARIANCE (\$) FAV(UNFAV)
<b><u>REVENUES</u></b>				
Interest - Investments	\$ -	\$ -	\$ 5,991	\$ 5,991
Special Assmnts- Tax Collector	1,797,727	1,617,954	1,691,253	73,299
Special Assmnts- Discounts	(71,909)	(64,718)	(66,883)	(2,165)
<b>TOTAL REVENUES</b>	<b>1,725,818</b>	<b>1,553,236</b>	<b>1,630,361</b>	<b>77,125</b>
<b><u>EXPENDITURES</u></b>				
<b><u>Administration</u></b>				
Misc-Assessment Collection Cost	35,955	14,981	32,487	(17,506)
<b>Total Administration</b>	<b>35,955</b>	<b>14,981</b>	<b>32,487</b>	<b>(17,506)</b>
<b><u>Debt Service</u></b>				
Principal Debt Retirement	1,515,000	-	-	-
Principal Prepayments	-	-	5,000	(5,000)
Interest Expense	195,300	97,650	96,906	744
<b>Total Debt Service</b>	<b>1,710,300</b>	<b>97,650</b>	<b>101,906</b>	<b>(4,256)</b>
<b>TOTAL EXPENDITURES</b>	<b>1,746,255</b>	<b>112,631</b>	<b>134,393</b>	<b>(21,762)</b>
Excess (deficiency) of revenues				
Over (under) expenditures	(20,437)	1,440,605	1,495,968	55,363
<b><u>OTHER FINANCING SOURCES (USES)</u></b>				
Contribution to (Use of) Fund Balance	(20,437)	-	-	-
<b>TOTAL FINANCING SOURCES (USES)</b>	<b>(20,437)</b>	<b>-</b>	<b>-</b>	<b>-</b>
Net change in fund balance	\$ (20,437)	\$ 1,440,605	\$ 1,495,968	\$ 55,363
<b>FUND BALANCE, BEGINNING (OCT 1, 2024)</b>	<b>265,901</b>	<b>265,901</b>	<b>265,901</b>	
<b>FUND BALANCE, ENDING</b>	<b>\$ 245,464</b>	<b>\$ 1,706,506</b>	<b>\$ 1,761,869</b>	

**Statement of Revenues, Expenditures and Changes in Fund Balances**  
For the Period Ending February 28, 2025

ACCOUNT DESCRIPTION	ANNUAL ADOPTED BUDGET	YEAR TO DATE BUDGET	YEAR TO DATE ACTUAL	VARIANCE (\$) FAV(UNFAV)
<b>REVENUES</b>				
Interest - Investments	\$ -	\$ -	\$ 20,194	\$ 20,194
<b>TOTAL REVENUES</b>	<b>-</b>	<b>-</b>	<b>20,194</b>	<b>20,194</b>
<b>EXPENDITURES</b>				
Construction in Progress	-	-	222,966	(222,966)
<b>Total Construction In Progress</b>	<b>-</b>	<b>-</b>	<b>222,966</b>	<b>(222,966)</b>
<b>TOTAL EXPENDITURES</b>	<b>-</b>	<b>-</b>	<b>222,966</b>	<b>(222,966)</b>
Excess (deficiency) of revenues				
Over (under) expenditures	-	-	(202,772)	(202,772)
Net change in fund balance	\$ -	\$ -	\$ (202,772)	\$ (202,772)
<b>FUND BALANCE, BEGINNING (OCT 1, 2024)</b>	<b>-</b>	<b>-</b>	<b>1,008,169</b>	
<b>FUND BALANCE, ENDING</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 805,397</b>	

**Notes to the Financial Statements**  
*February 28, 2025*

<b>General Fund</b>
---------------------

► **Assets**

■ **Cash and Investments** - See Cash and Investment Report for further details.

■ **Accounts Receivable \$2,073** - Funds due to the District.

Due from Inframark - Oct & Nov, Jan & Feb services overbilled.	\$	623
Due from Tree Amigos (Ruppert) from FY23 - Inv 200123 paid twice. Once as O&M and again as Requisition 68.		1,450
Total Accounts Receivable	\$	<u>2,073</u>

■ **Due From Other Funds \$54,986** - Atlantic Pipe Service paid in February from General Fund. Requires requisition.

■ **Prepaid Items \$65,557** - Expenditures that have been paid in advance.

	<u>General Fund</u>	<u>Debt Svc Fund</u>
Clay Cty Utilites - ACH cleared February, posted to March	\$ 6,668	\$ -
Home Depot - Did not receive CC stmt - ACH cleared	305	
Clay Elec - missing invoices for ACH that cleared 2/6/25	341	
Clay Elec - missing invoices for ACH that cleared 2/12/25	793	
North FI Bldg - February Janitorial Svcs were paid twice	2,464	
Atlantic Pipe Services - 50% Deposit was paid	-	\$ 54,986
Total Prepaid Items	<u>\$ 10,571</u>	<u>\$ 54,986</u>

■ **Deposits \$10,397**- Verified Deposits with Utility providers.

Clay County Utilities - Water	\$	2,765
Clay Electric Cooperative		7,632
Total Deposits	\$	<u>10,397</u>

► **Liabilities**

■ **Accounts Payable \$143,759** - Invoices that were posted but not paid until March.

■ **Accrued Expenses \$22,200** - Expenses not yet billed or pending approval.

	<u>General Fund</u>
Clay Electric - Utilities	\$ 10,000
Clay County Utilities - Water & Reclaimed Water	11,000
Inframark - FY24 Dissemination services	1,200
Total Accrued Expenses	<u>\$ 22,200</u>

■ **Due To Other Funds \$54,986** - Acquisition Fund required to reimburse General Fund for Atlantic Pipe Svcs payment.

► **Fund Balance**

■ **Per FY24 Assigned Fund Balance approved by BOS at 1/23/24 meeting. Reduced by monthly usage:**

Operating Reserves - FY25	\$	506,196	- Assigned to cover 1 qtr of expenditures.
Entry Features		166,636	
Parks		122,969	
Recreation Facilities		523,658	
Misc. Site Improvement		256,390	
Signage		221,332	
Total Assigned Fund Balances	\$	<u>1,797,181</u>	

**Notes to the Financial Statements**  
*February 28, 2025*

**Financial Overview / Highlights**

- ▶ The Non-Ad Valorem assessments are 94% collected as of 2/28/25.
- ▶ Insurance Reimbursements - State Farm (\$6,438) for 9/23/24 loss date.
- ▶ The General Fund expenditures, including Reserve expenditures, are approximately 86% of the YTD budget. Significant variances are explained below.

**Variance Analysis**

Account Name	YTD Budget	YTD Actual	% of Budget	Explanation
<b>Expenditures</b>				
<b><u>Administrative</u></b>				
ProfServ-Engineering	\$ 12,500	\$ 13,133	105%	Prosser - Billed thru Dec 2024. Jackson Geotech-Cypress Glen pond berm \$3,990.
ProfServ-Legal Services	\$ 18,750	\$ 14,707	78%	KUTAK - Legal services billed thru Jan 2025.
Insurance - General Liability	\$ 55,556	\$ 52,925	95%	EGIS insurance paid in full.
Misc-Contingency	\$ 2,084	\$ 1,275	61%	Hancock bank fees; Record storage fee is \$135/mo; ADP payroll fees; Vesta purchases.
Office Supplies	\$ 84	\$ 174	207%	Amazon-Tablet for board member.
<b><u>Field</u></b>				
ProfServ-Field Management	\$ 330,768	\$ 286,555	87%	Vesta amenity management services thru Feb 2025.
ProfServ-Web Site Development	\$ 1,800	\$ 1,800	100%	Per Robt Nagel Service Contract PIF.
Contracts - Lifeguard Services	\$ 34,000	\$ 2,533	7%	Elite Amenities lifeguard services for October 2024.
R&M-Aquascaping	\$ 27,589	\$ 24,250	88%	The Lake Doctor \$5,125/mo water mgmt and \$200/qtrly for fountain cleaning; \$3,200 One-time fee for stocking various ponds with Grass Carp.
R&M-Common Area	\$ 14,166	\$ 20,802	147%	Florida Concrete Co \$5,454-Monument repair; Mark Burdetsky \$8,700-Reairs to columns, walls and fence.
Holiday Decoration	\$ 4,167	\$ 10,627	255%	Holiday decor for Halloween and Christmas.
<b><u>Parks and Recreation - General (Amenity Center)</u></b>				
Communication - Telephone	\$ 5,105	\$ 4,021	79%	Comcast #9952 \$660/mo; Comcast #3753 \$208/mo; AT&T Internet #0567 \$134/mo.
Utility - Refuse Removal	\$ 2,992	\$ 2,384	80%	GFL Solid Waste with extra pick-ups.
R&M-Tennis Courts	\$ 2,500	\$ 9,863	395%	Ruppert \$5,324 - Tennis court repairs; 10-S Tennis Supply \$2,413 - Court supplies.
Op Supplies - General	\$ 2,917	\$ 2,880	99%	Primarily credit card purchases.
Op Supplies - Pool Chemicals	\$ 9,167	\$ 9,133	100%	PoolSure service fees.
Op Supplies - Pool & Splash Pad	\$ 1,500	\$ 2,035	136%	Credit Card purchases.
Subscriptions & Memberships	\$ 1,379	\$ 971	70%	ASCAP fee \$445. BMI fee \$446. Credit card charge \$80.
Capital Outlay	\$ -	\$ 29,905	n/a	Integrated Access Solution - 50% deposit for new badge system.
<b><u>Reserves</u></b>				
Reserve - CDD Amenity	\$ 134,374	\$ 61,089	45%	HEB Svcs \$36,525 - Injected foaming grout, plugged line at 1713 Margaret's Walk; Brian Bullock \$19,350 - Hartru resurfacing for 3 tennis courts.

## **FLEMING ISLAND PLANTATION**

### **Supporting Schedules**

**February 28, 2025**

**FLEMING ISLAND PLANTATION**

**Community Development District**

**Series 2021 Special Assessment Bonds**

**1. Recap of Capital Project Fund Activity Through 02/28/25**

Opening Balance in COI & Construction Account	\$2,327,645
Cost Of Issuance	(377,900)
<b>Bond proceeds available for Construction Projects</b>	<u>\$1,949,745</u>

Source of Funds: Interest Earned \$137,523

Use of Funds:

Disbursements: <u>Amenity Center Grounds</u>	
*Pickleball Courts	(\$419,285)
*Tennis Courts & Tennis Restroom Pavilion	(\$84,184)
*Fitness Pavilion Enclosure	(\$52,610)
*Basketball Courts	(\$8,324)
<u>Amenity Center Pool Improvements</u>	
*Splash Pad Resurfacing	(\$44,862)
*Chair Lifts for Lap Pool and Family Pool	(\$20,053)
*Outdoor TV & Sound System	(\$27,190)
*Hyperbolic Sail - 33'x33'	(\$24,478)
<u>Splash Park Grounds</u>	
*Playground Equipment	(\$328,428)
*Outdoor Fitness Stations	(\$43,119)
<u>Splash Park Pool Improvements</u>	
*Filtration Equipment Renovation	(\$170,528)
*Slide Tower	(\$60,390)
*Outdoor TV & Sound System	(\$31,789)
*Wading Pool Tri-Sail Shade Structure 36'	(\$22,550)
Professional Fees	(\$73,697)
<b>Adjusted Balance in Construction Account at February 28, 2025</b>	<u><u>\$675,782</u></u>

**2. Funds Available For Construction at 02/28/25**

Book Balance of Construction Fund at February 28, 2025	\$675,782
Construction Funds available at February 28, 2025	<u>\$675,782</u>

**3. Investments - Hancock Whitney**

<u>February 28, 2025</u>	<u>Type</u>	<u>Yield</u>	<u>Due</u>	<u>Maturity</u>	<u>Principal</u>
Construction Fund:	Overnight	3.99%	N/A	\$805,397	\$805,397
				Requisition payable, reimb due	(\$129,615)
				Adjusted Available Balance at 2/28/25	<u><u>\$675,782</u></u>

Fleming Island Plantation Community Development District  
 Series 2021 Refunding Bond  
 GASB 34 Construction Schedule

REQ. #	CONTRACTOR	AMOUNT OF REQUISITION	COI	PLAYGROUND EQUIPMENT	SPLASH PARK SLIDE TOWER	PICKLEBALL COURTS	OUTDOOR FITNESS STATIONS	BASKETBALL COURTS	TENNIS COURTS/RESTROOM	SWIMMING POOL	SPLASH PAD	FITNESS PAVILION	VOLLEYBALL COURT	FILTRATION EQUIP RENOVATION	Splash Park Pool Improvements	PROFESSIONAL FEES
<b>FY 2022</b>																
COI	PLACEMENT AGENT FEE - MBS	\$233,850.00	\$233,850.00													
COI	TRUSTEE COUNSEL-BLALOCK WALTERS	\$6,500.00	\$6,500.00													
COI	BANK COUNSEL-BLALOCK WALTERS	\$6,500.00	\$6,500.00													
COI	BOND COUNSEL-BRYANT MILLER OLIVE	\$35,000.00	\$35,000.00													
COI	DISTRICT COUNSEL-HOPPING, GREEN & SAM	\$37,266.74	\$37,266.74													
COI	DISTRICT ENGINEER - PROSSER	\$10,500.00	\$10,500.00													
COI	DISTRICT MANAGER/ASSESSMENT CONSULTAN	\$22,000.00	\$22,000.00													
COI	BANK COMMITMENT FEE - HANCOCK BANK	\$15,590.00	\$15,590.00													
COI	TRUSTEE FEE - HANCOCK BANK	\$4,000.00	\$4,000.00													
COI	VERIFICATION AGENT-CAUSEY DEMGEN MOORI	\$2,000.00	\$2,000.00													
COI	ADVERTISING REIMBURSEMENT	\$4,692.90	\$4,692.90													
1	PROSSER, INC (Engineer)	\$2,671.70														\$2,671.70
2	PROSSER, INC (Engineer)	\$4,774.58														\$4,774.58
3	PROSSER, INC (Engineer)	\$5,754.06														\$5,754.06
4	PROSSER, INC (Engineer)	\$3,507.10														\$3,507.10
5	PROSSER, INC (Engineer)	\$16,523.69														\$16,523.69
6	PROSSER, INC (Engineer)	\$2,988.43														\$2,988.43
7	PROSSER, INC (Engineer)	\$325.00				\$325.00										
8	PROSSER, INC (Engineer)	\$1,142.50			\$1,142.50											
9	PROSSER, INC (Engineer)	\$1,653.41														\$1,653.41
10	KOMPAN-50% Downpayment	\$164,214.01		\$164,214.01												
11	PROSSER, INC (Engineer)	\$829.65				\$829.65										
12	PROSSER, INC (Engineer)	\$2,333.60			\$907.50		\$1,425.00									\$1.10
13	PROSSER, INC (Engineer)	\$2,062.50														\$2,062.50
14	PROSSER, INC (Engineer)	\$328.45				\$328.45										
15	PROSSER, INC (Engineer)	\$1,335.10			\$1,335.10											
16	PROSSER, INC (Engineer)	\$907.50														
17	PROSSER, INC (Engineer)	\$325.00				\$325.00										\$907.50
18	PROSSER, INC (Engineer)	\$695.00			\$530.00		\$165.00									
19	PROSSER, INC (Engineer)	\$470.00					\$470.00									
<b>TOTAL FY 2022</b>		<b>\$590,740.92</b>	<b>\$377,899.64</b>	<b>\$164,214.01</b>	<b>\$3,915.10</b>	<b>\$1,808.10</b>	<b>\$2,060.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$40,844.07</b>
20	BAB Tennis Courts - 50% Deposit	\$15,750.00							\$15,750.00							
21	PROSSER, INC (Engineer)	\$1,142.50			\$565.00		\$577.50									
22	PROSSER, INC (Engineer)	\$1,137.50				\$1,137.50										
23	PROSSER, INC (Engineer)	\$1,485.00														\$1,485.00
24	PROSSER, INC (Engineer)	\$2,475.00														\$2,475.00
25	PROSSER, INC (Engineer)	\$3,631.25				\$3,631.25										
26	The Slide Experts (Deposit)	\$27,925.00			\$27,925.00											
27	Mobility Plus Lap Pool Chair Lift (50%	\$4,418.42								\$4,418.42						
28	The Slide Experts (Final)	\$27,925.00			\$27,925.00											
29	Aquaseal Resurfacing LLC (60% Demo Sp.	\$3,765.00									\$3,765.00					
30	Aquaseal Resurfacing LLC (60% CombiTi.	\$19,797.00									\$19,797.00					
31	PROSSER, INC (Engineer)	\$1,142.45				\$1,142.45										
32	PROSSER, INC (Engineer)	\$143.50			\$60.20		\$83.30									
33	PROSSER, INC (Engineer)	\$285.03										\$285.03				
34	PROSSER, INC (Engineer)	\$1,897.50									\$1,897.50					
35	PROSSER, INC (Engineer)	\$1,511.45														\$1,511.45
36	Court Surfaces (50% Downpymt) VOIDED SEE 5.9.23	\$0.00											\$0.00			
37	Vak Pak, Inc (25% Downpymt)	\$40,488.00												\$40,488.00		
38	PROSSER, INC (Engineer)	\$247.50									\$247.50					
39	PROSSER, INC (Engineer)	\$4,562.25				\$4,562.25										
40	PROSSER, INC (Engineer)	\$14,852.50										\$14,852.50				
41	PROSSER, INC (Engineer)	\$1,072.50														\$1,072.50
42	Mobility Plus Lap Pool Chair Lift (50% Final Pymt)	\$4,418.42								\$4,418.42						
43	Kompan, Inc (50% FINAL Pymt)	\$164,214.00		\$164,214.00												
44	AquaSeal Resurfacing, LLC	\$15,708.00									\$15,708.00					
45	PROSSER, INC (Engineer)	\$1,147.15				\$1,147.15										
46	PROSSER, INC (Engineer)	\$82.50									\$82.50					
47	PROSSER, INC (Engineer)	\$3,055.00									\$3,055.00					
48	PROSSER, INC (Engineer)	\$577.50														\$577.50
49	Bliss Products & Svcs	\$8,324.00						\$8,324.00								
50	Bliss Products & Svcs	\$37,670.96					\$37,670.96									
51	BAB Tennis Courts - 50% FINAL	\$15,750.00							\$15,750.00							
52	PROSSER, INC (Engineer)	\$82.50					\$82.50									
53	PROSSER, INC (Engineer)	\$200.00										\$200.00				
54	PROSSER, INC (Engineer)	\$1,638.01									\$1,638.01					
55	PROSSER, INC (Engineer)	\$3,139.65														\$3,139.65
56	Mobility Plus AC Family Pool Chair Li:	\$11,216.15								\$11,216.15						
57	Integrated Access Solutions (Dep AC S:	\$7,838.75								\$7,838.75						
58	Integrated Access Solutions (Dep AC O:	\$5,756.05								\$5,756.05						
59	Integrated Access Solutions (Dep SP S:	\$12,015.56													\$12,015.56	
60	Integrated Access Solutions (Dep SP O:	\$3,879.03													\$3,879.03	
61	Bliss Products & Svcs-2 Pool Shade St:	\$47,027.50										\$47,027.50				\$22,550.00
62	PROSSER, INC (Engineer)	\$570.00				\$570.00							\$24,477.50			
63	PROSSER, INC (Engineer)	\$82.50					\$82.50									
64	PROSSER, INC (Engineer)	\$58.75									\$58.75					
65	PROSSER, INC (Engineer)	\$907.50														\$907.50
66	Integrated Access Solutions (PIF-AC S:	\$7,838.75								\$7,838.75						
67	Integrated Access Solutions (PIF-SP S:	\$12,015.55													\$12,015.55	
68	Tree Amigos - Drainage under SP worko:	\$1,450.00					\$1,450.00									

Fleming Island Plantation Community Development District  
 Series 2021 Refunding Bond  
 GASB 34 Construction Schedule

REQ. #	CONTRACTOR	AMOUNT OF REQUISITION	COI	PLAYGROUND EQUIPMENT	SPLASH PARK SLIDE TOWER	PICKLEBALL COURTS	OUTDOOR FITNESS STATIONS	BASKETBALL COURTS	TENNIS COURTS/RESTROOM	SWIMMING POOL	SPLASH PAD	FITNESS PAVILION	VOLLEYBALL COURT	FILTRATION EQUIP RENOVATION	Splash Park Pool Improvements	PROFESSIONAL FEES
69	PROSSER, INC (Engineer)	\$2,233.21														\$2,233.21
70	PROSSER, INC (Engineer)	\$1,140.00				\$1,140.00										
71	PROSSER, INC (Engineer)	\$235.00										\$235.00				
72	PROSSER, INC (Engineer)	\$305.00									\$305.00					
73	PROSSER, INC (Engineer)	\$618.75														\$618.75
74	PROSSER, INC (Engineer)	\$2,297.60				\$2,297.60										
75	PROSSER, INC (Engineer)	\$82.50					\$82.50									
76	PROSSER, INC (Engineer)	\$370.06										\$370.06				
77	PROSSER, INC (Engineer)	\$1,362.89									\$1,362.89					
78	Vak Pak, Inc (Pool Filtration equipment)	\$114,339.72												\$114,339.72		
79	Vak Pak, Inc (C/O for Demo, Rmvl)	\$8,700.00												\$8,700.00		
80	Vak Pak, Inc (Final-Pool Filtration equipment)	\$7,000.00												\$7,000.00		
81	PROSSER, INC (Engineer)	\$742.50														\$742.50
82	PROSSER, INC (Engineer)	\$613.05				\$613.05										
83	PROSSER, INC (Engineer)	\$905.00					\$905.00									
84	Integrated Access Solutions (Final AC	\$5,756.04								\$5,756.04						
85	Integrated Access Solutions (Final SP	\$3,879.03													\$3,879.03	
86	PROSSER, INC (Engineer)	\$2,809.35				\$2,809.35										
87	PROSSER, INC (Engineer)	\$125.00					\$125.00									
88	PROSSER, INC (Engineer)	\$900.00														\$900.00
89	PROSSER, INC (Engineer)	\$41.25							\$41.25							
90	PROSSER, INC (Engineer)	\$450.00														\$450.00
91	PROSSER, INC (Engineer)	\$1,818.75				\$1,818.75										
92	PROSSER, INC (Engineer)	\$422.50										\$422.50				
<b>TOTAL FY 2023</b>		<b>\$699,465.33</b>	<b>\$0.00</b>	<b>\$164,214.00</b>	<b>\$56,475.20</b>	<b>\$20,869.35</b>	<b>\$41,059.26</b>	<b>\$8,324.00</b>	<b>\$31,541.25</b>	<b>\$47,242.58</b>	<b>\$69,339.65</b>	<b>\$19,420.09</b>	<b>\$0.00</b>	<b>\$170,527.72</b>	<b>\$54,339.17</b>	<b>\$16,113.06</b>
93	PROSSER, INC (Engineer)	\$805.00														\$805.00
94	PROSSER, INC (Engineer)	\$1,410.40				\$1,410.40										
95	PROSSER, INC (Engineer)	\$375.00														\$375.00
96	PROSSER, INC (Engineer)	\$180.00				\$180.00										
97	PROSSER, INC (Engineer)	\$1,530.00														\$1,530.00
98	PROSSER, INC (Engineer)	\$3,150.00				\$3,150.00										
99	PROSSER, INC (Engineer)	\$379.20														\$379.20
100	PROSSER, INC (Engineer)	\$270.00				\$270.00										
101	PROSSER, INC (Engineer)	\$765.00														\$765.00
102	PROSSER, INC (Engineer)	\$467.71										\$467.71				
103	PROSSER, INC (Engineer)	\$630.00														\$630.00
104	PROSSER, INC (Engineer)	\$255.65				\$255.65										
105	PROSSER, INC (Engineer)	\$3,522.77										\$3,522.77				
106	PROSSER, INC (Engineer)	\$215.00										\$215.00				
107	PROSSER, INC (Engineer)	\$4,402.50							\$4,402.50							
108	PROSSER, INC (Engineer)	\$395.00														\$395.00
109	PROSSER, INC (Engineer)	\$485.00										\$485.00				
110	PROSSER, INC (Engineer)	\$1,838.75							\$1,838.75							
111	PROSSER, INC (Engineer)	\$1,040.00														\$1,040.00
112	PROSSER, INC (Engineer)	\$187.35				\$187.35										\$187.35
112	Trustee overpaid Prosser 4/1/24	\$300.00														\$300.00
113	PROSSER, INC (Engineer) VOID PER JD	\$0.00														
114	PROSSER, INC (Engineer)	\$180.00										\$180.00				
115	PROSSER, INC (Engineer)	\$2,345.90							\$2,345.90							
116	PROSSER, INC (Engineer)	\$172.95				\$172.95										
117	PROSSER, INC (Engineer)	\$3,697.50														\$3,697.50
118	PROSSER, INC (Engineer)	\$1,130.00														\$1,130.00
119	PROSSER, INC (Engineer)	\$2,359.25				\$2,359.25										
120	PROSSER, INC (Engineer)	\$342.00										\$342.00				
121	PROSSER, INC (Engineer)	\$6,966.51							\$6,966.51							
122	PROSSER, INC (Engineer)	\$1,517.50														\$1,517.50
123	PROSSER, INC (Engineer)	\$11,893.57							\$11,893.57							
124	PROSSER, INC (Engineer)	\$1,950.75				\$1,950.75										
125	PROSSER, INC (Engineer)	\$14,001.73										\$14,001.73				
126	PROSSER, INC (Engineer)	\$3,942.50							\$3,942.50							
127	PROSSER, INC (Engineer)	\$1,240.00														\$1,240.00
128	PROSSER, INC (Engineer)	\$610.00														\$610.00
129	PROSSER, INC (Engineer)	\$720.50				\$720.50										
130	PROSSER, INC (Engineer)	\$575.00														\$575.00
131	PROSSER, INC (Engineer)	\$13,975.45										\$13,975.45				
132	PROSSER, INC (Engineer) PAID 2x	\$430.00														\$430.00
133	PROSSER, INC (Engineer)	\$15,297.56							\$15,297.56							
134	PROSSER, INC (Engineer)	\$180.00														\$180.00
135	PROSSER, INC (Engineer)	\$581.20				\$581.20										
136	PROSSER, INC (Engineer)	\$750.00							\$750.00							
137	PROSSER, INC (Engineer)	\$2,427.20							\$2,427.20							
141	Brogdon Builders, LLC	\$36,708.00				\$36,708.00										
<b>TOTAL FY 2024</b>		<b>\$146,299.40</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$48,325.25</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$49,864.49</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$33,189.66</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$14,920.00</b>
138	PROSSER, INC (Engineer)	\$645.00														\$645.00
139	PROSSER, INC (Engineer)	\$461.00				\$461.00										
140	PROSSER, INC (Engineer)	\$1,113.04							\$1,113.04							
142	PROSSER, INC (Engineer)	\$1,135.00							\$1,135.00							
143	PROSSER, INC (Engineer)	\$984.07				\$984.07										
144	PROSSER, INC (Engineer)	\$305.00														\$305.00
145	Brogdon Builders, LLC	\$217,892.00				\$217,892.00										
146	Prime AE Group, Inc	\$265.80				\$265.80										
147	Prime AE Group, Inc	\$530.00							\$530.00							
148	Brogdon Builders, LLC	\$108,756.00				\$108,756.00										
149	Brogdon Builders, LLC	\$19,124.00				\$19,124.00										
150	Prime AE Group, Inc	\$799.00				\$799.00										
151	Prime AE Group, Inc	\$870.00				\$870.00										\$870.00
<b>TOTAL FY 2025</b>		<b>\$352,879.91</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$348,281.87</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$2,778.04</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$1,820.00</b>
<b>GRAND TOTAL</b>		<b>\$1,789,385.56</b>	<b>\$377,899.64</b>	<b>\$328,428.01</b>	<b>\$60,390.30</b>	<b>\$419,284.57</b>	<b>\$43,119.26</b>	<b>\$8,324.00</b>	<b>\$84,183.78</b>	<b>\$47,242.58</b>	<b>\$69,339.65</b>	<b>\$52,609.75</b>	<b>\$0.00</b>	<b>\$170,527.72</b>	<b>\$54,339.17</b>	<b>\$73,697.13</b>

**Non-Ad Valorem Special Assessments - Clay County Tax Collector  
Monthly Collection Report  
For the Fiscal Year Ending September 30, 2025**

Date Received	Net Amount Received	Discount / (Penalties) Amount	Collection Costs	Gross Amount Received	ALLOCATION BY FUND	
					General Fund	Series 2021 Debt Service Fund
Assessments Levied				\$ 5,128,071	\$ 3,330,990	\$ 1,797,081
Allocation %				100%	65%	35%
11/08/24	\$ 46,401	\$ 2,630	\$ 947	\$ 49,978	\$ 32,464	\$ 17,514
11/14/23	224,800	9,558	4,588	238,946	155,210	83,736
11/27/24	1,064,796	45,272	21,731	1,131,799	735,171	396,627
12/06/24	2,493,414	106,016	50,886	2,650,316	1,721,539	928,776
12/20/24	566,948	23,212	11,570	601,731	390,860	210,870
01/28/25	94,900	2,982	1,937	99,819	64,838	34,981
02/07/25	51,267	1,183	1,046	53,496	34,749	18,747
<b>TOTAL</b>	<b>\$ 4,542,526</b>	<b>\$ 190,854</b>	<b>\$ 92,705</b>	<b>\$ 4,826,084</b>	<b>\$ 3,134,832</b>	<b>\$ 1,691,253</b>
<b>% COLLECTED</b>				<b>94%</b>	<b>94%</b>	<b>94%</b>
<b>TOTAL OUTSTANDING</b>				<b>\$ 301,986</b>	<b>\$ 196,158</b>	<b>\$ 105,828</b>

**Cash and Investment Report**  
*February 28, 2025*

**GENERAL FUND**

<u>Account Name</u>	<u>Bank Name</u>	<u>Investment Type</u>	<u>Maturity</u>	<u>Yield</u>	<u>Balance</u>
Checking Account - Operating	Hancock Bank	Checking Account - 3330	n/a	0.00%	\$ 31,290
Checking Account - Operating	Valley Bank	Checking Account - 7798	n/a	4.33%	2,920,414 (1)
				<b>Subtotal</b>	<u>\$ 2,951,704</u>
PF Relationship Priced MMA	BankUnited	Money Market - 2939	n/a	4.06%	\$ 1,346,364
				<b>Total GF</b>	<u>\$ 4,298,068</u>

**DEBT SERVICE FUND**

<u>Account Name</u>	<u>Bank Name</u>	<u>Investment Type</u>	<u>Maturity</u>	<u>Yield</u>	<u>Balance</u>
Series 2021 Interest Account	Hancock Bank	Goldman Sachs Gov't Fund	n/a	3.99%	\$ 12
Series 2021 Prepayment Account	Hancock Bank	Goldman Sachs Gov't Fund	n/a	3.99%	16
Series 2021 Rebate Account	Hancock Bank	Goldman Sachs Gov't Fund	n/a	0.00%	21,193
Series 2021 Revenue Account	Hancock Bank	Goldman Sachs Gov't Fund	n/a	3.99%	1,740,435
Series 2021 Sinking Fund	Hancock Bank	Goldman Sachs Gov't Fund	n/a	3.99%	213
				<b>Total DS</b>	<u>\$ 1,761,869</u>

**CONSTRUCTION FUND**

<u>Account Name</u>	<u>Bank Name</u>	<u>Investment Type</u>	<u>Maturity</u>	<u>Yield</u>	<u>Balance</u>
Series 2021 Construction Fund	Hancock Bank	Goldman Sachs Gov't Fund	n/a	3.99%	\$ 805,397
				<b>Total CP</b>	<u>\$ 805,397</u>
				<b>Total All Funds</b>	<u><u>\$ 6,865,334</u></u>

(1) 3/6/25: \$11,220 transfer request submitted for March receipts.

# Bank Account Statement

Fleming Island Plantation CDD

**Bank Account No.** 3330  
**Statement No.** 12-2024

**Statement Date** 12/31/2024

<b>G/L Account No. 101005 Balance</b>	32,628.75	<b>Statement Balance</b>	32,628.75
		<b>Outstanding Deposits</b>	0.00
<b>Positive Adjustments</b>	0.00		
	<hr/>	<b>Subtotal</b>	32,628.75
<b>Subtotal</b>	32,628.75	<b>Outstanding Checks</b>	0.00
<b>Negative Adjustments</b>	0.00		
	<hr/>	<b>Ending Balance</b>	32,628.75
<b>Ending G/L Balance</b>	32,628.75		

Posting Date	Document Type	Document No.	Description	Amount	Cleared Amount	Difference
<b>Outstanding Deposits</b>						
<b>Total Outstanding Deposits</b>						



PO Box 4019  
 Gulfport, MS 39502-4019  
 Return Service Requested



Statements Dates  
 12/01/2024 - 12/31/2024

1            000000 001  
**FLEMING ISLAND PLANTATION  
 COMMUNITY DEVELOPMENT DISTRICT  
 11555 HERON BAY BLVD STE 201  
 CORAL SPRINGS FL 33076**

**VISIT HANCOCKWHITNEY.COM TO ENROLL IN ONLINE BANKING WITH  
 ESTATEMENTS. CALL US AT 800-448-8812.**

**Checking Account Summary**

PREVIOUS BALANCE	34,541.79	AVERAGE BALANCE	
+ 0 CREDITS	.00	33,938.80	
- 1 DEBITS	1,778.92	YTD INTEREST PAID	
- SERVICE CHARGES	134.12	.00	
+ INTEREST PAID	.00		
ENDING BALANCE	32,628.75		

\*\*\*\*\* CHECKING ACCOUNT TRANSACTIONS \*\*\*\*\*

● **Other Debits**

Date	Amount	Description	Date	Amount	Description
12/12	134.12	ANALYSIS SERVICE CHG			024358001024283TEL
12/23	1,778.92	AUTO PYMT HOME DEPOT			

● **Balance By Date**

Date	Balance	Date	Balance	Date	Balance
11/30	34,541.79	12/12	34,407.67	12/23	32,628.75



000000001

# Bank Account Statement

Fleming Island Plantation CDD

**Bank Account No.** 7798  
**Statement No.** 02-2025

**Statement Date** 02/28/2025

<b>G/L Account No. 101006 Balance</b>	2,920,414.19	<b>Statement Balance</b>	2,934,148.98
		<b>Outstanding</b>	0.00
<b>Positive Adjustments</b>	0.00		
		<b>Subtotal</b>	2,934,148.98
<b>Subtotal</b>	2,920,414.19	<b>Outstanding Checks</b>	-13,734.79
<b>Negative Adjustments</b>	0.00		
		<b>Ending Balance</b>	2,920,414.19
<b>Ending G/L Balance</b>	2,920,414.19		

Posting Date	Document Type	Document No.	Vendor	Description	Amount
<b>Outstanding Checks</b>					
01/22/2025	Payment	100054	WILLIAM LAWRENCE BONNEY	Inv: B-1111	-2,354.95
02/05/2025	Payment	100068	WILLIAM LAWRENCE BONNEY	Inv: B-1134	-2,449.37
02/12/2025	Payment	1518	CLAY ELECTRIC COOP	Check for Vendor 81	-522.65
02/19/2025	Payment	100084	WILLIAM LAWRENCE BONNEY	Inv: B-1156	-2,280.25
02/26/2025	Payment	100089	ULINE	Inv: 189474212	-2,651.42
02/28/2025	Payment	1519	COMCAST	Payment of Invoice	-140.80
02/28/2025	Payment	100091	PICKETT ELECTRIC INC	Inv: 301	-327.00
02/28/2025	Payment	100092	ULINE	Inv: 189379744	-2,562.35
02/28/2025	Payment	100093	BMI	Inv: 57502708	-446.00
<b>Total Outstanding Checks</b>					<u>-13,734.79</u>



Last Statement:  
Statement Ending:

Agenda Page 285  
February 31, 2025  
February 28, 2025

P.O. Box 558  
Wayne, NJ 07474-0558

11603 M0656DDA030125072432 05 00000000 78640 011



FLEMING ISLAND PLANTATION COMMUNITY  
DEVELOPMENT DISTRICT  
C/O INFRAMARK LLC  
5645 CORAL RIDGE DR # 407  
CORAL SPRINGS FL 33076

Email: [contactus@valley.com](mailto:contactus@valley.com)  
Visit Us Online: [www.valley.com](http://www.valley.com)  
Mail To: 1720 Route 23, Wayne, NJ 07470

78640 0346691 0001-0011 43037798 78640

## Account Statement

### GOVERNMENT CHECKING -

SUMMARY FOR THE PERIOD: 02/01/25 - 02/28/25

FLEMING ISLAND PLANTATION COMMUNITY

Beginning Balance	+	Deposits & Other Credits	-	Withdrawals & Other Debits	=	Ending Balance
\$4,351,103.38		\$67,336.92		\$1,484,291.32		\$2,934,148.98

### TRANSACTIONS

Date	Description	Withdrawals & Other Debits	Deposits & Other Credits	Balance
	Beginning Balance			\$4,351,103.38
02/03	ACH CREDIT Square Inc SQ250203 250203		\$158.94	\$4,351,262.32
02/03	ACH CREDIT Square Inc SQ250203 250203		\$164.47	\$4,351,426.79
02/03	ACH DEBIT ADP PAYROLL FEES ADP FEES 250203 427563908453	-\$10.40		\$4,351,416.39
02/03	CHECK 1507	-\$907.00		\$4,350,509.39
02/04	ACH CREDIT Square Inc SQ250204 250204		\$316.45	\$4,350,825.84
02/04	ACH DEBIT ADP Tax ADP Tax 250204 19CZI 020406A01	-\$163.00		\$4,350,662.84
02/04	ACH DEBIT ADP WAGE PAY WAGE PAY 250204 551074109936CZI	-\$913.50		\$4,349,749.34
02/04	CHECK 100060	-\$1,150.00		\$4,348,599.34
02/04	CHECK 1513	-\$1,357.44		\$4,347,241.90
02/04	CHECK 100050	-\$4,713.86		\$4,342,528.04
02/04	CHECK 1509	-\$1,072,473.05		\$3,270,054.99
02/05	ACH CREDIT Square Inc SQ250205 250205		\$236.99	\$3,270,291.98
02/05	ACH DEBIT AVIDPAY SERVICE AVIDPAY REF*CK*100064*2502 04*OSTEEN MEDIA GR OUP\167045421\1190 65839\167045421	-\$54.00		\$3,270,237.98





P.O. Box 558  
Wayne, NJ 07474-0558

TRANSACTIONS (continued)

Date	Description	Withdrawals & Other Debits	Deposits & Other Credits	Balance
02/05	CHECK 100059	-\$36.02		\$3,270,201.96
02/06	ACH CREDIT Square Inc SQ250206 250206		\$477.99	\$3,270,679.95
02/06	ACH DEBIT AVIDPAY SERVICE AVIDPAY REF*CK*100069*2502 05*HOMETEAM PEST D EFENSE\167163165\1 19197970\167163165	-\$213.20		\$3,270,466.75
02/06	ACH DEBIT AVIDPAY SERVICE AVIDPAY REF*CK*100066*2502 05*CINTAS FIRE PRO TECTION\167163150\ 119197964\16716315	-\$490.00		\$3,269,976.75
02/06	ACH DEBIT AVIDPAY SERVICE AVIDPAY REF*CK*100067*2502 05*THE LAKE DOCTOR \167163158\1191525 04\167163158	-\$5,125.00		\$3,264,851.75
02/06	ACH DEBIT Clay Electric Co WEB PMTS 250206	-\$150.00		\$3,264,701.75
02/06	ACH DEBIT Clay Electric Co WEB PMTS 250206	-\$190.55		\$3,264,511.20
02/07	ACH CREDIT CLAY CTY TAX COL TAX DIST INVOICE GS20250205 -001		\$51,267.31	\$3,315,778.51
02/07	ACH CREDIT Square Inc SQ250207 250207		\$682.64	\$3,316,461.15
02/07	ACH DEBIT COMCAST 8495741 440345886 250207	-\$541.08		\$3,315,920.07
02/07	ACH DEBIT GFL ENV. FIRSTTECH 250207	-\$283.35		\$3,315,636.72
02/07	ACH DEBIT GFL ENV. FIRSTTECH 250207	-\$344.14		\$3,315,292.58
02/07	CHECK 1510	-\$3,600.00		\$3,311,692.58
02/10	ACH CREDIT Square Inc SQ250210 250210		\$47.65	\$3,311,740.23
02/10	ACH CREDIT Square Inc SQ250210 250210		\$67.61	\$3,311,807.84
02/10	REMOTE DEPOSIT		\$1,635.00	\$3,313,442.84
02/10	CHECK 1512	-\$5,125.00		\$3,308,317.84
02/11	ACH CREDIT Square Inc SQ250211 250211		\$159.61	\$3,308,477.45
02/11	CHECK 100061	-\$1,991.00		\$3,306,486.45
02/11	CHECK 100065	-\$54,985.92		\$3,251,500.53
02/11	CHECK 100063	-\$64,346.27		\$3,187,154.26
02/12	ACH DEBIT AVIDPAY SERVICE AVIDPAY REF*CK*100073*2502 11*HOMETEAM PEST D EFENSE\167711381\1 19811545\167711381	-\$140.80		\$3,187,013.46
02/12	ACH DEBIT COMCAST 8495741 441793753 250212	-\$218.67		\$3,186,794.79
02/12	ACH DEBIT CLAY ELECTRIC ELECTRIC 250211	-\$733.00		\$3,186,061.79
02/12	ACH DEBIT	-\$1,340.00		\$3,184,721.79





P.O. Box 558  
Wayne, NJ 07474-0558

TRANSACTIONS (continued)

Date	Description	Withdrawals & Other Debits	Deposits & Other Credits	Balance
	AVIDPAY SERVICE AVIDPAY REF*CK*100076*2502 11*PICKETT ELECTRI C INC\167711343\11 9811539\167711343			
02/12	ACH DEBIT CLAY ELECTRIC ELECTRIC 250211	-\$20.44		\$3,184,701.35
02/12	ACH DEBIT CLAY ELECTRIC ELECTRIC 250211	-\$40.00		\$3,184,661.35
02/12	ACH DEBIT Square Inc SQ250212 250212	-\$110.00		\$3,184,551.35
02/12	CHECK 100070	-\$57,478.67		\$3,127,072.68
02/13	ACH CREDIT Square Inc SQ250213 250213		\$53.10	\$3,127,125.78
02/13	ACH DEBIT CLAY ELECTRIC ELECTRIC 250212	-\$40.00		\$3,127,085.78
02/13	ACH DEBIT CLAY ELECTRIC ELECTRIC 250212	-\$40.00		\$3,127,045.78
02/13	ACH DEBIT CLAY ELECTRIC ELECTRIC 250212	-\$52.00		\$3,126,993.78
02/13	ACH DEBIT CLAY ELECTRIC ELECTRIC 250212	-\$157.00		\$3,126,836.78
02/13	ACH DEBIT CLAY ELECTRIC ELECTRIC 250212	-\$478.00		\$3,126,358.78
02/13	ACH DEBIT CLAY ELECTRIC ELECTRIC 250212	-\$499.00		\$3,125,859.78
02/13	ACH DEBIT CLAY ELECTRIC ELECTRIC 250212	-\$1,264.00		\$3,124,595.78
02/13	ACH DEBIT CLAY ELECTRIC ELECTRIC 250212	-\$40.00		\$3,124,555.78
02/13	ACH DEBIT CLAY ELECTRIC ELECTRIC 250212	-\$40.00		\$3,124,515.78
02/13	ACH DEBIT CLAY ELECTRIC ELECTRIC 250212	-\$40.00		\$3,124,475.78
02/13	ACH DEBIT CLAY ELECTRIC ELECTRIC 250212	-\$40.00		\$3,124,435.78
02/13	ACH DEBIT CLAY ELECTRIC ELECTRIC 250212	-\$43.00		\$3,124,392.78
02/13	ACH DEBIT CLAY ELECTRIC ELECTRIC 250212	-\$44.00		\$3,124,348.78
02/13	ACH DEBIT CLAY ELECTRIC ELECTRIC 250212	-\$44.00		\$3,124,304.78
02/13	ACH DEBIT CLAY ELECTRIC ELECTRIC 250212	-\$44.00		\$3,124,260.78
02/13	ACH DEBIT CLAY ELECTRIC ELECTRIC 250212	-\$44.00		\$3,124,216.78
02/13	ACH DEBIT CLAY ELECTRIC ELECTRIC 250212	-\$45.00		\$3,124,171.78
02/13	ACH DEBIT CLAY ELECTRIC ELECTRIC 250212	-\$46.00		\$3,124,125.78
02/13	ACH DEBIT CLAY ELECTRIC ELECTRIC 250212	-\$50.00		\$3,124,075.78
02/13	ACH DEBIT CLAY ELECTRIC ELECTRIC 250212	-\$51.00		\$3,124,024.78





P.O. Box 558  
Wayne, NJ 07474-0558

TRANSACTIONS (continued)

Date	Description	Withdrawals & Other Debits	Deposits & Other Credits	Balance
02/13	ACH DEBIT CLAY ELECTRIC ELECTRIC 250212	-\$71.00		\$3,123,953.78
02/13	ACH DEBIT CLAY ELECTRIC ELECTRIC 250212	-\$44.00		\$3,123,909.78
02/13	ACH DEBIT CLAY ELECTRIC ELECTRIC 250212	-\$45.00		\$3,123,864.78
02/13	ACH DEBIT CLAY ELECTRIC ELECTRIC 250212	-\$1,248.00		\$3,122,616.78
02/13	CHECK 1515	-\$300.00		\$3,122,316.78
02/13	CHECK 100039	-\$4,978.73		\$3,117,338.05
02/14	ACH CREDIT Square Inc SQ250214 250214		\$38.54	\$3,117,376.59
02/14	ACH DEBIT CLAY ELECTRIC ELECTRIC 250213	-\$44.00		\$3,117,332.59
02/14	ACH DEBIT CLAY ELECTRIC ELECTRIC 250213	-\$45.00		\$3,117,287.59
02/14	ACH DEBIT CLAY ELECTRIC ELECTRIC 250213	-\$47.00		\$3,117,240.59
02/14	ACH DEBIT CLAY ELECTRIC ELECTRIC 250213	-\$84.00		\$3,117,156.59
02/14	ACH DEBIT CLAY ELECTRIC ELECTRIC 250213	-\$637.00		\$3,116,519.59
02/14	ACH DEBIT AVIDPAY SERVICE AVIDPAY REF*CK*100078*2502 13*NORTH FLORIDA B LDG MAINT\16806416 8\120127807\168064	-\$2,463.75		\$3,114,055.84
02/14	ACH DEBIT CLAY ELECTRIC ELECTRIC 250213	-\$2,995.00		\$3,111,060.84
02/14	ACH DEBIT AVIDPAY SERVICE AVIDPAY REF*CK*100079*2502 13*INFRAMARK LLC\1 68064154\120087294 \168064154	-\$5,485.75		\$3,105,575.09
02/14	CHECK 100056	-\$843.72		\$3,104,731.37
02/14	CHECK 1514	-\$29,905.22		\$3,074,826.15
02/14	CHECK 1517	-\$51,222.99		\$3,023,603.16
02/18	ACH CREDIT Square Inc SQ250217 250218		\$38.24	\$3,023,641.40
02/18	ACH CREDIT Square Inc SQ250217 250218		\$99.16	\$3,023,740.56
02/18	ACH DEBIT CLAY ELECTRIC ELECTRIC 250214	-\$615.00		\$3,023,125.56
02/18	CHECK 100062	-\$146.19		\$3,022,979.37
02/19	ACH CREDIT Square Inc SQ250219 250219		\$57.89	\$3,023,037.26
02/19	ACH DEBIT AVIDPAY SERVICE AVIDPAY REF*CK*100083*2502 18*NORTH FLORIDA B LDG MAINT\16838840 1\120550085\168388	-\$2,463.75		\$3,020,573.51
02/20	ACH CREDIT Square Inc SQ250220 250220		\$47.65	\$3,020,621.16
02/20	ACH DEBIT	-\$5,062.97		\$3,015,558.19





P.O. Box 558  
Wayne, NJ 07474-0558

TRANSACTIONS (continued)

Date	Description	Withdrawals & Other Debits	Deposits & Other Credits	Balance
	TRUIST MC/VISA CCD CRDPMT 250219 80000332358			
02/20	CHECK 100071	-\$577.39		\$3,014,980.80
02/20	CHECK 100072	-\$56,239.63		\$2,958,741.17
02/21	CHECK 100075	-\$487.74		\$2,958,253.43
02/21	CHECK 100077	-\$2,106.42		\$2,956,147.01
02/24	ACH CREDIT Square Inc SQ250224 250224		\$47.65	\$2,956,194.66
02/24	ACH CREDIT Square Inc SQ250224 250224		\$95.90	\$2,956,290.56
02/24	ACH DEBIT AVIDPAY SERVICE AVIDPAY REF*CK*100087*2502 21*INFRAMARK LLC\1 68805825\120953187 \168805825	-\$6.21		\$2,956,284.35
02/24	ACH DEBIT AVIDPAY SERVICE AVIDPAY REF*CK*100086*2502 21*FEDEX\168805827 \120986771\1688058 27	-\$48.26		\$2,956,236.09
02/24	ACH DEBIT AVIDPAY SERVICE AVIDPAY REF*CK*100088*2502 21*POOLSURE\168805 824\120986769\1688 05824	-\$3,344.37		\$2,952,891.72
02/24	CHECK 100080	-\$702.92		\$2,952,188.80
02/24	CHECK 100074	-\$19,350.00		\$2,932,838.80
02/25	ACH CREDIT Square Inc SQ250225 250225		\$38.53	\$2,932,877.33
02/25	CHECK 100082	-\$747.98		\$2,932,129.35
02/26	ACH CREDIT Square Inc SQ250226 250226		\$19.12	\$2,932,148.47
02/27	ACH CREDIT Square Inc SQ250227 250227		\$1,089.50	\$2,933,237.97
02/27	ACH DEBIT AVIDPAY SERVICE AVIDPAY REF*CK*100090*2502 26*OSTEEN MEDIA GR OUP\169135688\1214 01375\169135688	-\$56.70		\$2,933,181.27
02/27	ACH DEBIT ADP Tax ADP Tax 250227 19CZI 022709A01	-\$163.00		\$2,933,018.27
02/27	ACH DEBIT ADP WAGE PAY WAGE PAY 250227 230104053563CZI	-\$913.50		\$2,932,104.77
02/28	ACH DEBIT CLAY COUNTY UTILITY 250228 6554189	-\$26.71		\$2,932,078.06
02/28	ACH DEBIT CLAY COUNTY UTILITY 250228 6554329	-\$49.47		\$2,932,028.59
02/28	ACH DEBIT CLAY COUNTY UTILITY 250228 6551738	-\$51.62		\$2,931,976.97
02/28	ACH DEBIT CLAY COUNTY UTILITY 250228 6552518	-\$66.72		\$2,931,910.25
02/28	ACH DEBIT CLAY COUNTY UTILITY 250228 6551681	-\$104.58		\$2,931,805.67
02/28	ACH DEBIT CLAY COUNTY UTILITY 250228 6551784	-\$106.05		\$2,931,699.62





P.O. Box 558  
Wayne, NJ 07474-0558

TRANSACTIONS (continued)

Date	Description	Withdrawals & Other Debits	Deposits & Other Credits	Balance
02/28	ACH DEBIT CLAY COUNTY UTILITY 250228 6551907	-\$106.05		\$2,931,593.57
02/28	ACH DEBIT CLAY COUNTY UTILITY 250228 6551898	-\$113.52		\$2,931,480.05
02/28	ACH DEBIT CLAY COUNTY UTILITY 250228 6554285	-\$158.30		\$2,931,321.75
02/28	ACH DEBIT CLAY COUNTY UTILITY 250228 6554304	-\$316.60		\$2,931,005.15
02/28	ACH DEBIT CLAY COUNTY UTILITY 250228 6551759	-\$332.98		\$2,930,672.17
02/28	ACH DEBIT CLAY COUNTY UTILITY 250228 6551704	-\$335.03		\$2,930,337.14
02/28	ACH DEBIT CLAY COUNTY UTILITY 250228 6551718	-\$362.61		\$2,929,974.53
02/28	ACH DEBIT CLAY COUNTY UTILITY 250228 6551865	-\$486.54		\$2,929,487.99
02/28	ACH DEBIT CLAY COUNTY UTILITY 250228 6551892	-\$595.49		\$2,928,892.50
02/28	ACH DEBIT CLAY COUNTY UTILITY 250228 6551839	-\$637.15		\$2,928,255.35
02/28	ACH DEBIT CLAY COUNTY UTILITY 250228 6560466	-\$22.15		\$2,928,233.20
02/28	ACH DEBIT CLAY COUNTY UTILITY 250228 6560401	-\$34.01		\$2,928,199.19
02/28	ACH DEBIT CLAY COUNTY UTILITY 250228 6554464	-\$92.06		\$2,928,107.13
02/28	ACH DEBIT CLAY COUNTY UTILITY 250228 6554369	-\$102.46		\$2,928,004.67
02/28	ACH DEBIT CLAY COUNTY UTILITY 250228 6554404	-\$108.81		\$2,927,895.86
02/28	ACH DEBIT CLAY COUNTY UTILITY 250228 6560460	-\$111.27		\$2,927,784.59
02/28	ACH DEBIT CLAY COUNTY UTILITY 250228 6554428	-\$158.30		\$2,927,626.29
02/28	ACH DEBIT CLAY COUNTY UTILITY 250228 6560477	-\$173.69		\$2,927,452.60
02/28	ACH DEBIT CLAY COUNTY UTILITY 250228 6554430	-\$316.60		\$2,927,136.00
02/28	ACH DEBIT CLAY COUNTY UTILITY 250228 6554449	-\$316.60		\$2,926,819.40
02/28	ACH DEBIT CLAY COUNTY UTILITY 250228 6554414	-\$344.38		\$2,926,475.02
02/28	ACH DEBIT CLAY COUNTY UTILITY 250228 6554486	-\$344.64		\$2,926,130.38
02/28	ACH DEBIT CLAY COUNTY UTILITY 250228 6560452	-\$693.59		\$2,925,436.79
02/28	ACH DEBIT CLAY COUNTY UTILITY 250228	-\$19.79		\$2,925,417.00
02/28	CHECK 100085	-\$815.00		\$2,924,602.00
02/28	CHECK 1516	-\$950.00		\$2,923,652.00





P.O. Box 558  
Wayne, NJ 07474-0558

TRANSACTIONS (continued)

Date	Description	Withdrawals & Other Debits	Deposits & Other Credits	Balance
02/28	INTEREST CREDIT		\$10,496.98	\$2,934,148.98
<b>Ending Balance</b>				<b>\$2,934,148.98</b>

CHECKS IN ORDER

Date	Number	Amount	Date	Number	Amount
02/03	1507	\$907.00	02/11	100061	\$1,991.00
02/04	1509*	\$1,072,473.05	02/18	100062	\$146.19
02/07	1510	\$3,600.00	02/11	100063	\$64,346.27
02/10	1512*	\$5,125.00	02/11	100065*	\$54,985.92
02/04	1513	\$1,357.44	02/12	100070*	\$57,478.67
02/14	1514	\$29,905.22	02/20	100071	\$577.39
02/13	1515	\$300.00	02/20	100072	\$56,239.63
02/28	1516	\$950.00	02/24	100074*	\$19,350.00
02/14	1517	\$51,222.99	02/21	100075	\$487.74
02/13	100039*	\$4,978.73	02/21	100077*	\$2,106.42
02/04	100050*	\$4,713.86	02/24	100080*	\$702.92
02/14	100056*	\$843.72	02/25	100082*	\$747.98
02/05	100059*	\$36.02	02/28	100085*	\$815.00
02/04	100060	\$1,150.00			

(\*) Check Number Missing or Check Converted to Electronic Transaction and Listed under the Transaction section.

INTEREST RATE CALCULATIONS

Avg. Stmt. Collected Balance	\$3,219,659.00	Annual % Yield Earned	4.33%
Year-to-Date Interest Paid	\$26,404.63	Interest Paid	\$10,496.98

OVERDRAFT FEES

	Total This Period:	Total Year-To-Date:
<b>Total Overdraft Fees:</b>	\$0.00	\$0.00



## FLEMING ISLAND PLANTATION Community Development District

### Payment Register by Bank Account

For the Period from 2/1/25 to 2/28/25

(Sorted by Check / ACH No.)

Date	Payee Type	Payee	Invoice No.	Payment Description	Invoice / GL Description	G/L Account #	Amount Paid
<b>VALLEY NATIONAL BANK - (ACCT#XXXXX7798)</b>							
<b>ACH #100062</b>							
02/04/25	Vendor	SAXON BUSINESS SYSTEMS	IN3195709	NETCO 01/21/25-04/20/25 (EQ53249-X)	Lease-Copier	001-544008-57201	\$146.19
							<b>ACH Total</b>
							<u>\$146.19</u>
<b>ACH #100063</b>							
02/04/25	Vendor	RUPPERT LANDSCAPE	701277	January Landscape Contract	Contracts-Landscape	001-534050-53901	\$54,866.67
02/04/25	Vendor	RUPPERT LANDSCAPE	695502	Stump Grinding Amenity Center Entrance	R&M-Other Landscape	001-546036-53901	\$1,200.00
02/04/25	Vendor	RUPPERT LANDSCAPE	689405	Tree removal Debris Plantation Entrance	R&M-Other Landscape	001-546036-53901	\$1,200.00
02/04/25	Vendor	RUPPERT LANDSCAPE	689419	Installation of 45 Poinsettias	R&M-Other Landscape	001-546036-53901	\$857.00
02/04/25	Vendor	RUPPERT LANDSCAPE	695500	Repairs Tennis Court	R&M-Tennis Courts	001-546097-57201	\$5,324.00
02/04/25	Vendor	RUPPERT LANDSCAPE	688948	Irrigation-replaced controllers at River Hills Sign	R&M-Irrigation	001-546041-53901	\$898.60
							<b>ACH Total</b>
							<u>\$64,346.27</u>
<b>ACH #100064</b>							
02/04/25	Vendor	OSTEEN MEDIA GROUP	2025-293552	Notice of Regular Meeting 1/28	Legal Advertising	001-548002-51401	\$54.00
							<b>ACH Total</b>
							<u>\$54.00</u>
<b>ACH #100065</b>							
02/05/25	Vendor	ATLANTIC PIPE SERVICES LLC	19849	50% Deposit Pipe Services	Reserve - CDD Amenity	001-568044-53901	\$54,985.92
							<b>ACH Total</b>
							<u>\$54,985.92</u>
<b>ACH #100066</b>							
02/05/25	Vendor	CINTAS FIRE PROTECTION	0F61660840	Fire kit System Inspection	Op Supplies - General	001-552001-57204	\$490.00
							<b>ACH Total</b>
							<u>\$490.00</u>
<b>ACH #100067</b>							
02/05/25	Vendor	THE LAKE DOCTOR	247509B	WATER MGMT SERVICE ACCT# 729516	R&M-Aquascaping	001-546006-53901	\$5,125.00
							<b>ACH Total</b>
							<u>\$5,125.00</u>
<b>ACH #100068</b>							
02/05/25	Vendor	WILLIAM LAWRENCE BONNEY	B-1134	Public Safety Service	Contracts-Security Services	001-534037-53901	\$2,449.37
							<b>ACH Total</b>
							<u>\$2,449.37</u>
<b>ACH #100069</b>							
02/05/25	Vendor	HOMETEAM PEST DEFENSE	106322746	Monthly Pest Services	R&M- Pest Control	001-546070-57201	\$213.20
							<b>ACH Total</b>
							<u>\$213.20</u>
<b>ACH #100070</b>							
02/05/25	Vendor	RUPPERT LANDSCAPE	688949	Irrigation repairs	R&M-Irrigation	001-546041-53901	\$1,562.00
02/05/25	Vendor	RUPPERT LANDSCAPE	703714	Tree Removal	R&M-Other Landscape	001-546036-53901	\$1,050.00
02/05/25	Vendor	RUPPERT LANDSCAPE	690444	February Grounds Maintenance Contract	Contracts-Landscape	001-534050-53901	\$54,866.67
							<b>ACH Total</b>
							<u>\$57,478.67</u>
<b>ACH #100071</b>							
02/11/25	Vendor	WESCOTURF INC.	48853764	Turf Field Svc call	R&M-Common Area	001-546016-53901	\$577.39
							<b>ACH Total</b>
							<u>\$577.39</u>

## FLEMING ISLAND PLANTATION Community Development District

### Payment Register by Bank Account For the Period from 2/1/25 to 2/28/25 (Sorted by Check / ACH No.)

Date	Payee Type	Payee	Invoice No.	Payment Description	Invoice / GL Description	G/L Account #	Amount Paid
<b>ACH #100072</b>							
02/11/25	Vendor	VESTA PROPERTY SERVICES, INC	424727	Amenity Management Services 1/25	ProfServ-Field Management	001-531016-53901	\$56,239.63
							<b>ACH Total</b>
							<u>\$56,239.63</u>
<b>ACH #100073</b>							
02/11/25	Vendor	HOMETEAM PEST DEFENSE	106323375	Jan Splash Park Pest Service	R&M-Pest Control	001-546070-57201	\$140.80
							<b>ACH Total</b>
							<u>\$140.80</u>
<b>ACH #100074</b>							
02/11/25	Vendor	BRIAN BULLOCK	012625-	Court 3 tennis ct. resurface	Capital Outlay	001-564043-58100	\$19,350.00
							<b>ACH Total</b>
							<u>\$19,350.00</u>
<b>ACH #100075</b>							
02/11/25	Vendor	4AP HOLDINGS INC	1652822	Pickle Ball Outdoor Hole	R&M-Tennis Courts	001-546097-57201	\$487.74
							<b>ACH Total</b>
							<u>\$487.74</u>
<b>ACH #100076</b>							
02/11/25	Vendor	PICKETT ELECTRIC INC	295	Amenity Center elec repair	R&M-Electrical	001-546020-53901	\$1,340.00
							<b>ACH Total</b>
							<u>\$1,340.00</u>
<b>ACH #100077</b>							
02/11/25	Vendor	PROSSER INC	54033	Comprehensive Planning	ProfServ-Engineering	001-531013-51501	\$2,106.42
							<b>ACH Total</b>
							<u>\$2,106.42</u>
<b>ACH #100078</b>							
02/13/25	Vendor	NORTH FLORIDA BLDG MAINT	32013027974	2/2025 JANITORIAL SERVICE	Contracts-Janitorial Services	001-534026-53901	\$2,463.75
							<b>ACH Total</b>
							<u>\$2,463.75</u>
<b>ACH #100079</b>							
02/13/25	Vendor	INFRAMARK LLC	142811	Feb 2025 Administrative Fees	ProfServ-Mgmt Consulting	001-531027-51201	\$5,485.75
							<b>ACH Total</b>
							<u>\$5,485.75</u>
<b>ACH #100080</b>							
02/13/25	Vendor	COMCAST	020225-9952	ACCT# 8495741440199952 2/12-3/11/25	Communication - Teleph - Field	001-541005-57204	\$702.92
							<b>ACH Total</b>
							<u>\$702.92</u>
<b>ACH #100082</b>							
02/18/25	Vendor	XEROX FINANCIAL SERVICES	6755318	1/14-2/14 Copier lease	Lease - Copier	001-544008-57201	\$747.98
							<b>ACH Total</b>
							<u>\$747.98</u>
<b>ACH #100083</b>							
02/18/25	Vendor	NORTH FLORIDA BLDG MAINT	021525-1383	2/1-2/28 Janitorial Service	Contracts-Janitorial Services	001-534026-53901	\$2,463.75
							<b>ACH Total</b>
							<u>\$2,463.75</u>
<b>ACH #100084</b>							
02/19/25	Vendor	WILLIAM LAWRENCE BONNEY	B-1156	02/01-02/15-Public Safety	Contracts-Security Services	001-534037-53901	\$2,280.25
							<b>ACH Total</b>
							<u>\$2,280.25</u>
<b>ACH #100085</b>							
02/20/25	Vendor	RUPPERT LANDSCAPE	706529	2 Pine tree Removal and Stump Grind	R&M-Other Landscape	001-546036-53901	\$815.00
							<b>ACH Total</b>
							<u>\$815.00</u>

**FLEMING ISLAND PLANTATION  
Community Development District**

**Payment Register by Bank Account**

For the Period from 2/1/25 to 2/28/25

(Sorted by Check / ACH No.)

Date	Payee Type	Payee	Invoice No.	Payment Description	Invoice / GL Description	G/L Account #	Amount Paid	
<b>ACH #100086</b>								
02/21/25	Vendor	FEDEX	8-766-67003	2/3 FedEx 2 day mail	Postage and Freight	001-541006-51301	\$48.26	
							<b>ACH Total</b>	<u>\$48.26</u>
<b>ACH #100087</b>								
02/21/25	Vendor	INFRAMARK LLC	143871	1/25 Postage	Postage and Freight	001-541006-51301	\$6.21	
							<b>ACH Total</b>	<u>\$6.21</u>
<b>ACH #100088</b>								
02/21/25	Vendor	POOLSURE	131295626993	2/25 Chem Base Pool Water Management	Op Supplies - Pool Chemicals	001-552009-57204	\$3,344.37	
							<b>ACH Total</b>	<u>\$3,344.37</u>
<b>ACH #100089</b>								
02/26/25	Vendor	ULINE	189474212	ID Card for new access	Reserve - CDD Amenity	001-568044-58100	\$2,651.42	
							<b>ACH Total</b>	<u>\$2,651.42</u>
<b>ACH #100090</b>								
02/26/25	Vendor	OSTEEN MEDIA GROUP	2025-294471	Feb 25 meeting advertisement	Legal Advertising	001-548002-51301	\$56.70	
							<b>ACH Total</b>	<u>\$56.70</u>
<b>ACH #100091</b>								
02/28/25	Vendor	PICKETT ELECTRIC INC	301	LED Flood light replaced-Autumn Glen entry	R&M-Electrical	001-546020-53901	\$327.00	
							<b>ACH Total</b>	<u>\$327.00</u>
<b>ACH #100092</b>								
02/28/25	Vendor	ULINE	189379744	28-Color ribbon for ID card printer	Reserve - CDD Amenity	001-568044-58100	\$2,562.35	
							<b>ACH Total</b>	<u>\$2,562.35</u>
<b>ACH #100093</b>								
02/28/25	Vendor	BMI	57502708	BMI Music annual 2/1/25-1/31/26	Subscription and Memberships	001-554001-57201	\$446.00	
							<b>ACH Total</b>	<u>\$446.00</u>
<b>CHECK # 1516</b>								
02/11/25	Vendor	ALEXANDER J GRINDELAND	26 FEB25	60 Minute Comedy Show	Misc-Event Expense	001-549022-57202	\$950.00	
							<b>Check Total</b>	<u>\$950.00</u>
<b>CHECK # 1517</b>								
02/11/25	Vendor	HANCOCK BANK TRUST & ASSET MGMT	020625-SER 2021	TRFR FY25 DS ASSESSMENTS	Due to Other Funds	131000	\$51,222.99	
							<b>Check Total</b>	<u>\$51,222.99</u>
<b>CHECK # 1518</b>								
02/12/25	Vendor	CLAY ELECTRIC COOPERATIVE, INC	121924 CHECK	11/17-12/18/24 477757-9, 581739-0	Electricity-General Field	001-543006-53901	\$522.65	
							<b>Check Total</b>	<u>\$522.65</u>

## FLEMING ISLAND PLANTATION Community Development District

### Payment Register by Bank Account

For the Period from 2/1/25 to 2/28/25

(Sorted by Check / ACH No.)

Date	Payee Type	Payee	Invoice No.	Payment Description	Invoice / GL Description	G/L Account #	Amount Paid
<b>CHECK # 1519</b>							
02/28/25	Vendor	COMCAST	020825-6618	CHECK 2/12-3/11/25 Gazebo Acct# 8495741441696618	Internet/WiFi-Gazebo	001-541041-57201	\$140.80
<b>Check Total</b>							<b>\$140.80</b>
<b>ACH #300002</b>							
02/10/25	Vendor	COMCAST	011825-3753	ACCT# 8495741441793753 1/22-2/21/25	Communication - Teleph - Field	001-541005-57201	\$218.67
<b>ACH Total</b>							<b>\$218.67</b>
<b>ACH #300003</b>							
02/13/25	Vendor	COMCAST	011325-5886	ACH ACCT# 8495741440345886 1/21-2/20/25	Communication - Teleph - Field	001-541005-57204	\$541.08
<b>ACH Total</b>							<b>\$541.08</b>
<b>ACH #300004</b>							
02/10/25	Vendor	GFL SOLID WASTE SOUTHEAST LLC ACH	UG0000159184	2/25 Trash Refuse Removal	Utility - Refuse Removal	001-543020-57204	\$283.35
<b>ACH Total</b>							<b>\$283.35</b>
<b>ACH #300005</b>							
02/10/25	Vendor	GFL SOLID WASTE SOUTHEAST LLC ACH	UG0000159008	Feb 2025 Refuse Removal	Utility - Refuse Removal	001-543020-57201	\$344.14
<b>ACH Total</b>							<b>\$344.14</b>
<b>ACH #300009</b>							
02/12/25	Vendor	CLAY ELECTRIC COOPERATIVE, INC	012225 ACH	12/19/24-1/18/25 Clay Electric	Electricity-General SP	001-543006-57204	\$1,248.00
02/12/25	Vendor	CLAY ELECTRIC COOPERATIVE, INC	012225 ACH	12/19/24-1/18/25 Clay Electric	Electricity-General Field	001-543006-53901	\$5,286.00
02/12/25	Vendor	CLAY ELECTRIC COOPERATIVE, INC	012225 ACH	12/19/24-1/18/25 Clay Electric	Electricity-General	001-543006-57201	\$2,442.00
<b>ACH Total</b>							<b>\$8,976.00</b>
<b>ACH #DD241</b>							
02/03/25	Vendor	TRUIST BANK ACH	010525-4046	ACH TRUIST 12/6/24-1/5/2025 CC Purchases	12/5-1/5 Event Supplies	001-549022-57201	\$604.91
02/03/25	Vendor	TRUIST BANK ACH	010525-4046	ACH TRUIST 12/6/24-1/5/2025 CC Purchases	12/5-1/5 Postage	001-551002-57201	\$18.41
02/03/25	Vendor	TRUIST BANK ACH	010525-4046	ACH TRUIST 12/6/24-1/5/2025 CC Purchases	12/5-1/5 Maintenance Supplies	001-552001-53901	\$494.51
02/03/25	Vendor	TRUIST BANK ACH	010525-4046	ACH TRUIST 12/6/24-1/5/2025 CC Purchases	12/5-1/5 AC Office Supplies	001-551002-57201	\$103.38
02/03/25	Vendor	TRUIST BANK ACH	010525-4046	ACH TRUIST 12/6/24-1/5/2025 CC Purchases	12/5-1/5 Tennis Court Supplies	001-546097-57201	\$668.25
02/03/25	Vendor	TRUIST BANK ACH	010525-4046	ACH TRUIST 12/6/24-1/5/2025 CC Purchases	12/5-1/5 Holiday Decor	001-549027-53901	\$33.99
02/03/25	Vendor	TRUIST BANK ACH	010525-4046	ACH TRUIST 12/6/24-1/5/2025 CC Purchases	12/5-1/5 Miscellaneous	001-549900-57201	\$172.91
02/03/25	Vendor	TRUIST BANK ACH	010525-4046	ACH TRUIST 12/6/24-1/5/2025 CC Purchases	12-15 AC Pool Supplies	001-552064-57201	\$282.72
<b>ACH Total</b>							<b>\$2,379.08</b>
<b>ACH #DD242</b>							
02/03/25	Vendor	TRUIST BANK ACH	020525-4046	ACH TRUIST 1/6-2/5/2025 CC Purchases	1/6-2/5 Event Supplies	001-549022-57201	\$999.78
02/03/25	Vendor	TRUIST BANK ACH	020525-4046	ACH TRUIST 1/6-2/5/2025 CC Purchases	1/5-2/5 Maintenance Supplies	001-552001-53901	\$570.07
02/03/25	Vendor	TRUIST BANK ACH	020525-4046	ACH TRUIST 1/6-2/5/2025 CC Purchases	12/6-1/5 AC Office Supplies	001-551002-57201	\$595.35
02/03/25	Vendor	TRUIST BANK ACH	020525-4046	ACH TRUIST 1/6-2/5/2025 CC Purchases	1/5-2/5 Miscellaneous Supplies	001-549900-57201	\$144.00
02/03/25	Vendor	TRUIST BANK ACH	020525-4046	ACH TRUIST 1/6-2/5/2025 CC Purchases	1/5-2/5 Holiday Decor	001-549027-53901	\$565.29
02/03/25	Vendor	TRUIST BANK ACH	020525-4046	ACH TRUIST 1/6-2/5/2025 CC Purchases	1/5-2/5 SP Pool Supplies	001-552060-57204	\$199.27
02/03/25	Vendor	TRUIST BANK ACH	020525-4046	ACH TRUIST 1/6-2/5/2025 CC Purchases	1/5-2/5 AC Pool Supplies	001-552064-57201	\$223.02
02/03/25	Vendor	TRUIST BANK ACH	020525-4046	ACH TRUIST 1/6-2/5/2025 CC Purchases	1/5-2/5 AC Supplies	001-552001-57201	\$177.22
02/03/25	Vendor	TRUIST BANK ACH	020525-4046	ACH TRUIST 1/6-2/5/2025 CC Purchases	1/5-2/5 AC Office Supplies	001-551002-57201	\$311.64
02/03/25	Vendor	TRUIST BANK ACH	020525-4046	ACH TRUIST 1/6-2/5/2025 CC Purchases	1/5-2/5 SP Supplies	001-552001-57204	\$206.91

**FLEMING ISLAND PLANTATION  
Community Development District**

**Payment Register by Bank Account**

For the Period from 2/1/25 to 2/28/25

(Sorted by Check / ACH No.)

Date	Payee Type	Payee	Invoice No.	Payment Description	Invoice / GL Description	G/L Account #	Amount Paid
02/03/25	Vendor	TRUIST BANK ACH	020525-4046 ACH	TRUIST 1/6-2/5/2025 CC Purchases	1/5-2/5 OP Supplies General	001-552001-57201	\$306.39
02/03/25	Vendor	TRUIST BANK ACH	020525-4046 ACH	TRUIST 1/6-2/5/2025 CC Purchases	1/5-2/5 AC AC Maintenance Supplies	001-546004-57201	\$279.52
02/03/25	Vendor	TRUIST BANK ACH	020525-4046 ACH	TRUIST 1/6-2/5/2025 CC Purchases	1/5-2/5 SP AC Maintenance Supplies	001-546004-57204	\$110.50
02/03/25	Vendor	TRUIST BANK ACH	020525-4046 ACH	TRUIST 1/6-2/5/2025 CC Purchases	1/5-2/5 Tennis Court Supplies	001-546097-57201	\$399.98
02/03/25	Vendor	TRUIST BANK ACH	020525-4046 ACH	TRUIST 1/6-2/5/2025 CC Purchases	1/5-2/5 Refund Event Supplies	001-549022-57201	(\$25.97)
<b>ACH Total</b>							<b>\$5,062.97</b>
<b>Account Total</b>							<b>\$360,574.04</b>

**Total Amount Paid | \$360,574.04**