



Villages of Westport Community Development District

September 29, 2026

Agenda Package

TEAMS MEETING INFORMATION

Meeting ID: 239 240 428 834 556

Passcode: XZ7387Tr

Call In Number: 1-314-798-1835

Conference ID: 715 580 509#

2005 Pan Am Circle,
Suite 300, Tampa,
Florida 33607

CLEAR PARTNERSHIPS



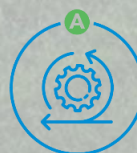
COLLABORATION



LEADERSHIP



EXCELLENCE



ACCOUNTABILITY



RESPECT

Villages of Westport Community Development District

Board of Supervisors

Yashekia Scarlett, Chairperson
Anina Guyton, Vice Chairperson
Carl Hawkins, Assistant Secretary
Alice Sandford, Assistant Secretary
Godfrey Story, Assistant Secretary

District Staff

Christina Newsome, District Manager
Jennifer Kilinski, Esq., District Counsel
Lindsay Moczynski, Esq., District Counsel
Neil Brockmeier, P.E., District Engineer
Natasha Sowani, District Accountant
Justin Fisher, Field Inspection Coordinator
Kareen Baker, District Admin

Special Meeting Agenda

Tuesday, September 29, 2026, at 5:30 p.m.

The Special Meeting of the **Villages of the Westport Community Development District** will be held on **Tuesday, September 29, 2026, at 5:30 p.m. at the Highlands Regional Library, 1826 Dunn Avenue, Jacksonville, Florida 32218.** Please let us know at least 24 hours in advance if you are planning to call into the meeting. Following is the Agenda for the Meeting:

<https://teams.microsoft.com/meet/239240428834556?p=mdqt08H4otjm9ZqJ1Z>

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Passcode: XZ7387Tr

THE SPECIAL MEETING OF THE BOARD OF SUPERVISORS

1. CALL TO ORDER/ROLL CALL

2. APPROVAL OF AGENDA

3. AUDIENCE COMMENTS

(Each individual has the opportunity to comment and is limited to three (3) minutes for such comment)

4. BUSINESS ITEMS

A. Consideration of Resolution 2026-15, Designation of Officers.....	Page 3
B. Discussion of District Staffing.....	Page 4
C. Discussion of RFP for Pond Maintenance Services	
i. The Lake Doctors, Inc.....	Page 34
ii. TIGRIS.....	Page 47

5. BOARD OF SUPERVISORS REQUESTS AND COMMENTS

6. ADJOURNMENT

The next Regular Meeting is scheduled for Monday, October 19, 2026, at 5:30 p.m.

RESOLUTION 2026-15

A RESOLUTION OF THE BOARD OF SUPERVISORS DESIGNATING THE OFFICERS OF THE VILLAGES OF WESTPORT COMMUNITY DEVELOPMENT DISTRICT AND PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS the Villages of Westport Community Development District (the “District”) is a local unit of special-purpose government created and existing pursuant to Chapter 190, Florida Statutes; and

WHEREAS, the Board of Supervisors (hereinafter the “Board”) now desires to designate the Officers of the District per Chapter 190, Florida Statutes.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF SUPERVISORS OF THE VILLAGES OF WESTPORT COMMUNITY DEVELOPMENT DISTRICT:

1. The following persons are elected to the offices shown, to wit:

<u>Yashekia Scarlett</u>	Chair
<u>Anina Guyton</u>	Vice-Chair
<u>Jennifer Goldyn</u>	Secretary
<u>Stephen Bloom</u>	Treasurer
<u>Angela Montagna</u>	Assistant Treasurer
<u>Carl Hawkins</u>	Assistant Secretary
<u>Alice Sanford</u>	Assistant Secretary
<u>Godfrey Story</u>	Assistant Secretary
<u>Christina Newsome</u>	Assistant Secretary

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

PASSED AND ADOPTED this 29th day of September 2026.

ATTEST:

**VILLAGES OF WESTPORT
COMMUNITY DEVELOPMENT
DISTRICT**

Name: _____
Secretary / Assistant Secretary

Name: _____
Chair / Vice Chair of the Board of Supervisors

Proposal for District Management, Amenity Management and Janitorial Services

Villages of Westport
Community Development District



Vesta District Services

Your *Community*, Our *Commitment*



FLORIDA'S COMMUNITY MANAGEMENT SPECIALIST

A 30-YEAR TRACK RECORD WORTHY OF YOUR TRUST



**CELEBRATING 30 YEARS OF SERVICE
TO OUR COMMUNITIES
1995 - 2025**

September 8th, 2026

Re: Villages of Westport CDD – Proposal for District Management

Dear Board of Supervisors,

On behalf of Vesta Property Services Inc., it is my pleasure to submit the following proposal for District Management, Amenity Management and Janitorial services for your Community Development District. This submission outlines our company's qualifications and capabilities, in hopeful anticipation of providing these important services to the Board and residents of your District.

Vesta has extensive experience managing transitions between management companies for large districts and understands the importance of a strong initial commitment. We have successfully supported previous transitions by providing both amenity and field operations assistance, and we are fully familiar with the unique challenges and service requirements involved. Our team is enthusiastic about the opportunity and ready to begin immediately, bringing trusted professionals you can rely on.

Vesta's proposal includes the services of our talented and experienced District Manager Samantha Harvey, overseen and supported by our local Regional Vice President, Scott Smith (see bios within). You will also have the assistance of our uniquely qualified financial, accounting, and administrative leadership and support teams to resolve any immediate issues and to forward plan for the benefit of the residents of the District. You will also receive Vesta's industry-leading Amenity Management support, with unparalleled access to resources designed to enhance the resident and board experience.

Thank you for your consideration of our proposal. We very much look forward to the opportunity to serve the community and work with the District, the Board of Supervisors, and other District staff. Should you have any questions or require additional information, please feel free to contact me directly at (813) 390-6553 or scottsmith@vestapropertyservices.com.

Most respectfully,



Scott Smith
Regional Director, Operations
250 International Pkwy #208
Lake Mary, Florida 32746
(813) 390-6553





OUR STORY



ABOUT US

Founded in 1995 and headquartered in Jacksonville, Florida, **Vesta's success has been driven by three key factors :**

- Our commitment to meeting our clients' needs, first and foremost.
- Our Culture is our "secret sauce" and allows us to source and hire the best associates in the industry.
- The close Teamwork between our (1) Senior Management team, (2) Shared Services associates both in our corporate headquarters and part of our close regional support, and (3) industry's best-in-class Frontline Managers and their teammates in a variety of operational disciplines.



MISSION & VALUES

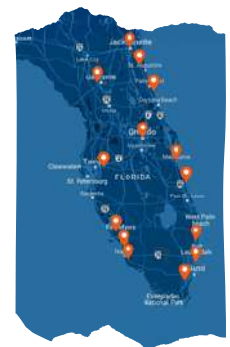
Vesta's Mission is to provide communities with exceptional associates delivering unparalleled management and lifestyle services. To that end, we ensure outstanding support for our clients & associates.

Our Three Core Values are:

- Be Accountable
- Act Respectfully
- Serve Honorably

OUR REACH

We have fifteen (15) fully-staffed offices based throughout Florida including Lake Mary, Sun City, and Delray . Vesta successfully provides a wide-ranging suite of professional community management services from Amelia Island to Miami and almost every city in between.



OUR HISTORY: COMPANY OVERVIEW, TIMELINE & MILESTONES

Originally incorporated as Point Management in 1973, Vesta Property Services, Inc. provides financing, management, and ancillary services to developers of planned-unit communities and resident associations in connection with clubhouses, golf courses, amenity and infrastructure facilities, and commercial real estate, as well as Special District and governmental agency management. Below is a timeline featuring some key milestones that have marked our journey:

1995 	THE LAUNCH OF VESTA PROPERTY SERVICES, INC. In Jacksonville, Florida, Frank Surface's trailblazing vision launches Vesta Property Services to be a single source for: (1) affordable and flexible financing, (2) expert community management services, and (3) creative and thriving lifestyle services – all under one umbrella, consistently improving and growing, and propelled by a best-in-class Senior Leadership Team.
2011 	AMENITIES LEADERSHIP Vesta acquires Florida's leading, statewide provider of amenities management services – Amenity Services Group, Inc. – specializing in serving the vital operations, maintenance, and lifestyle needs of Community Development Districts since 1997.
2020 	DISTRICT SERVICES / STATEWIDE OFFICES Vesta brought our vision of becoming a premier full-service community management company to life by acquiring DPF Management & Consulting, LLC – a specialist in district management and financing – in 2020.
Present 	GROWTH Vesta now has 15 offices throughout Florida, manages over 600 communities and special districts, and employs 1,200 associates for our clientele.

OFFICE INFORMATION

Business Information:

- Proposer Name: Vesta Property Services, Inc.
- Address: 245 Riverside Avenue #300
- City Jacksonville State Florida Zip Code 32202
- Telephone (904) 355-1831 Fax no. (904) 204-2469
- 1st Contact Name: Scott Smith Title: Vice President, District Services
- 2nd Contact Name: Kyle Darin Title: Regional Director, District Services

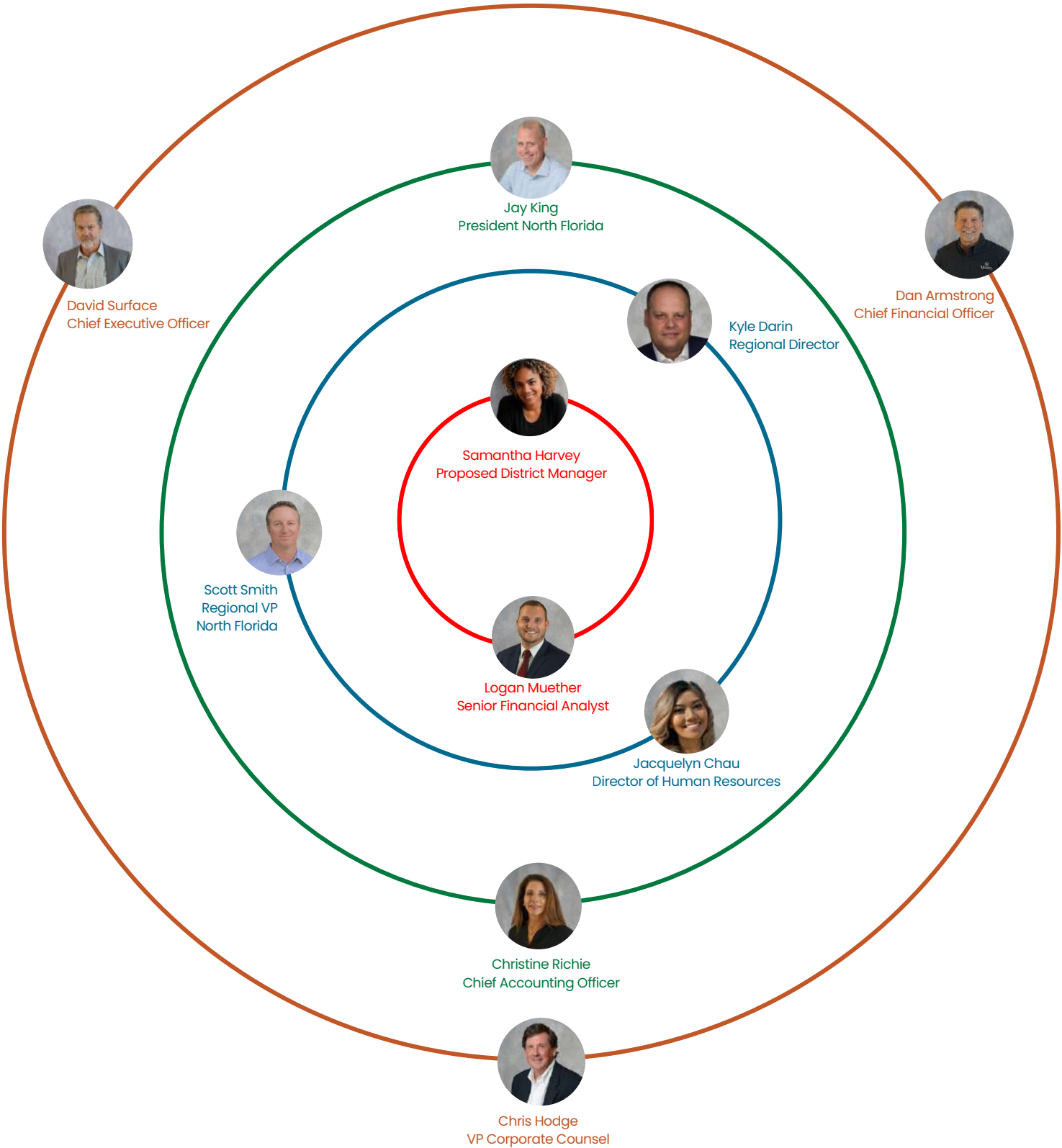
- Parent Company Name (if any) PMG Holdings
- Street Address 5401 N. Central Expressway #290
- P. O. Box (if any)
- City Dallas State TX Zip Code 75205
- Telephone (214) 272-4074 Fax no. (214) 751-2397
- 1st Contact Name Jose B. Maldonado Title Treasurer
- 2nd Contact Name Jason Villalba Title Secretary

- Vesta's statewide footprint includes 18 offices throughout Florida, encompassing over 1,100 associates supporting local operations.
- Proposer's Corporate Form: **Corporation**
- In what State was the Proposer organized? **Florida** Date **November 12, 1995**
Charter No. P95000090161

Vesta is aware and in compliance of the following disclosures:

- Public Entity Crimes: Proposers should be aware of, and in compliance with, all requirements under Section 287.133, Florida Statutes, on Public Entity Crimes. A representation of compliance will be included in the Agreement.
- Scrutinized Companies: Proposers should be aware of, and in compliance with, all requirements under Section 287.135, Florida Statutes, on Scrutinized Companies. A representation of compliance will be included in the Agreement.
- E-Verify. Proposers should be aware of, and in compliance with, all requirements under Section 448.095(2)(c), Florida Statutes, on E-Verification requirements. A representation of compliance will be included in the Agreement.
- Anti-Human Trafficking. Pursuant to Section 787.06, Florida Statutes, if a proposer submits a proposal the proposer will provide an affidavit, signed by an officer or a representative of the Proposer representing that they do not use coercion for labor or services as defined in the statute, addressed to the District, as required by Section 787.06(13), Florida Statutes. **See following page.**

DISTRICT MANAGEMENT ORGANIZATIONAL CHART





DISTRICT MANAGEMENT

EXPERIENCE AND LOCATIONS

Vesta District Management Services currently is contracted by the following CDDs below:

- Avalon Groves CDD
- Beach CDD (Tamaya) CDD
- Bridgewater of Wesley Chapel CDD
- Cabot Citrus Farms CDD
- Cascades at Groveland CDD
- City Center CDD
- Epperson North CDD
- Epperson Ranch CDD
- Fleming Island Plantation CDD
- Grand Haven CDD
- Harbour Isles CDD
- Hawk's Point CDD
- Heritage Harbor CDD
- Magnolia Park CDD
- Marshall Creek CDD
- Panther Trace CDD
- Panther Trace II CDD
- Parkland Preserve CDD
- Radiance CDD
- Saddle Creek CDD
- Seminole Palms CDD
- Solterra Resort CDD
- Stoneybrook at Venice CDD
- Sweetbay CDD 1
- Sweetbay CDD 1 Non-Residential
- Sweetbay CDD 2
- Sweetbay CDD 2 Non-Residential
- Sweetbay CDD 3
- Sweetbay CDD 4
- Sweetbay CDD 5
- Sweetbay CDD 6
- Sweetbay CDD 7
- Sweetwater Creek CDD
- The Preserve at South Branch CDD
- The Preserve at Wilderness Lake CDD
- Union Park East CDD



Vesta is a proud recipient of the

**FLCAJ
READERS CHOICE**
Diamond Award

For the **8th** consecutive year!

EXPERTISE

The following outlines Vesta's specific experience, qualifications, and duties related to general District Management services.

- M | Meetings, Hearings, Workshops, Capital Planning**
- Plan, Organize, Lead, and Facilitate/Conduct all Meetings, Workshops and Public Hearings.
 - Supervisor Orientations, Training and Serving as a Trusted Advisor.
 - Lead Boards in Executive Goal Setting for the District.
 - Bond Refinancing, Assessment Methodology, Establishments.

- C | Capital Planning**
- We offer Strategic long-term Capital Planning, using reserve studies and financial outlook analysis modeling.
 - Executive level experience in all aspects of long-term infrastructure budget management.

- R | Records**
- We maintain a robust, highly organized filing system when it comes to District records. Everything from communications to meeting minutes, invoices and check registers are archived and maintained by our professional team of Administrators.
 - Like our Accounting team, our Administrators are readily available to assist with any document or record required by Supervisors, and to respond to Public Records requests of the District. The administrator will be proficient in providing requested information quickly.

- D | District Operations**
- Plan, organize and lead in the operational oversight of CDDs with operations and capital budgets in excess of \$25 million.
 - Oversee performance of Amenity and Field Operations personnel, vendors, and District contracts.
 - Experienced District Managers with prominent level of Facilities Operations knowledge in public works, infrastructure improvements including, storm water systems, roads, and bridges and highly amenitized facilities.

- A | Accounting & Reporting, Audits, Budgeting, Administration, Assessments & Revenue Collection**
- Accounting administration of combined operational and debt service budgets in excess of \$41.3 million.
 - Placing special assessments on County tax bill, and/or collect directly, for 21,487 parcels throughout 10 counties in Florida.
 - Provided construction accounting for capital improvement programs in excess of \$80 million.
 - Assessment consultant on 55 CDD bond issuances; issuing, refunding, or restructuring debt in excess of \$450 million.

EXPERTISE

Approach, Methodology & Experience

Philosophy and Approach

- Vesta's approach is centered on transparency, accountability, and resident experience, guided by:
- Executive-level planning and oversight for CDDs exceeding \$25M in operational budgets.
- Emphasis on capital planning, fiscal control, and board partnership.
- Training for Supervisors and Executive Goal Setting sessions.

Technology Platforms

- Accounting: In-house district accounting division using GASB-compliant systems.
- Maintenance Management: Preventative maintenance, inspections, and QR/barcode tracking systems for field operations.
- Enumerate Engage Software

Staff Continuity and Turnover

Vesta emphasizes associate retention through culture, training, and benefits, with low turnover across comparable Florida CDDs. District Managers are cross-trained and supported by backup managers to ensure continuity during absences.

Compliance & Legal Standing

- No active governmental enforcement actions, suspensions, or OSHA citations.
- No active worker injuries or lost-time incidents in five years.
- Not barred or suspended from any federal, state, or local contracting.
- No recent litigation.

Best Practices & Resident Engagement

- Development of Landscape Accountability Tool for measurable vendor scoring.
- Resident engagement through Q&A sessions, digital newsletters
- Leverage of industry leading engineers and attorneys, along with our extensive experience in community turnover from developers to resident boards.
- Speeding/Parking guidance: collaborative solutions involving patrol coordination, signage, and communication campaigns.

COMMUNICATION PLATFORM

Utilizing the latest technology, we created Vesta Vantage Pro® as a communication and productivity tool for boards, committees, and residents. Easy-to-use and maintain, Vesta Vantage Pro® provides your community with a platform to distribute information, educate, and support the community. Our online services will help you efficiently and economically:

- Target and send group emails.
- Collect resident information.
- Support resident services and access to information.
- Provide education on procedures and rules.

Your Community Website and/or downloadable applications can be sent to your mobile device, so residents and stakeholders will experience the ultimate level of service, convenience, savings, and management efficiency.

Online Forms:

Bring our management office online for convenience and "an office that never closes."

Board Member Access:

Board Members can access all financial reports, maintenance reports, homeowner accounts, violation history and all other community information.

Online Resource Center:

Offers a secure, easy-to-organize, centralized location for important documents such as covenants and bylaws, board and committee meeting minutes and newsletters. Association information is in one place – online and available 24 hours a day, 7 days a week.

Messenger Service:

Notify individual residents, board members, or committee members of matters requiring immediate attention; to send a reminder about an upcoming event; and to distribute documents electronically (governing documents, newsletters, etc.).

For Our Employees:

Vesta's Managers are equipped with the latest software to access Community documents, edit, sign, and send while out in the field.

Community Inspections: (see details on next page) are efficiently managed through our ability to send pictures and notes of homeowner violations (regarding our HOA Management engagements) or Vendor issues direct to our database for documentation.



PERSONNEL



MANAGEMENT TEAM

Samantha Harvey Proposed District Manager



Samantha Harvey brings more than 25 years of experience in property and community management, with an extensive background spanning multifamily housing, amenity and community operations, and Community Development District (CDD) management. Throughout her career, she has held progressive leadership roles overseeing property operations, financial and budget management, vendor and contract administration, team development, resident relations, capital and maintenance initiatives, and operational performance. Her experience in CDD management further strengthens her ability to work collaboratively with Boards of Supervisors, developers, consultants, residents, and community partners while navigating the unique operational, financial, and governance needs of growing communities.

In addition to her professional experience, Samantha serves as the Lead Market Ambassador for the Jacksonville Market with Ladies in Land, where she supports industry networking, education, mentorship, and collaboration among professionals throughout the land development community.

Scott Smith Vice President, District Services



Scott Smith has over 17 years of experience working with special districts and communities throughout the state of Florida. He joined Vesta in 2020 and became the Vice President of District Services in 2022.

He oversees and supports the District Services team in all aspects throughout the state. Prior to joining Vesta, he was a Director of Operations for another District Management firm out of Tampa for 12 years where he worked as a District Manager, Onsite Amenity Manager & an Association Manager during his tenure with that firm and has experience in all aspects of Community Management. Scott also worked in the hospitality industry before starting in Property Management and held management positions with Universal Studios and The Florida Aquarium in Tampa. Scott is currently involved in multiple industry associations and is also a graduate of the Leadership Tampa Bay Class of 2020.

SUPPORT TEAM

Michael Bush Field Service Manager



Michael is a dedicated Field Manager with over 15 years of experience in the property management industry. Throughout his career, he has developed a strong passion for creating outstanding living environments and building lasting relationships with both residents and property owners.

Michael has overseen a diverse portfolio of properties, including multi-family residential units and commercial spaces. These experiences have deepened his understanding of the unique challenges and opportunities that each property type presents. He believes that effective property management extends beyond maintaining buildings—it's about enhancing the quality of life for residents while maximizing value for property owners.

In his role as Field Manager, Michael has successfully led teams across multiple locations, implementing industry best practices and fostering a culture of collaboration. Known for his strong communication skills and supportive leadership style, he takes pride in mentoring his team and helping them grow professionally. His commitment to excellence and team development consistently leads to high resident satisfaction and strong operational outcomes.

Logan Muether Senior Financial Analyst



Logan Muether is Vesta District Services Senior Financial Analyst with experience relating to special district formation, implementation, financing and management. He has been working with DPF/ Vesta since 2019 and became the Senior Financial Analyst in 2021. Logans primary responsibilities include management and applications of special assessment bonds and methodologies, strategic financial planning, and financial analysis for clients.

As Senior Financial Analyst of our District Management Services Division, Logan develops and prepares the annual budgets and administers all annual assessment rolls for Vesta District Services. During his tenure, Logan has developed budgets totaling over \$200M in special assessments on behalf of the special districts. Logan holds a Bachelor's of Science in Business Administration with a focus in finance from Florida Southern College.

SUPPORT TEAM



Chrissy Richie
Chief Accounting Officer

Christine was appointed Corporate Controller for Vesta Property Services in June 2013, overseeing accounting and human resources functions. She previously served as CFO for a multimillion-dollar healthcare provider operating in 14 states. With over 25 years of leadership experience, Christine has built financial infrastructure for multiple start-ups, including accounting systems, compliance, risk management, employee benefits, and organizational development.



Patricia Kehr
Account Manager

Ms. Kehr has 27 years of Governmental accounting experience, ranging from the Federal Government to Municipalities to Community Development Districts. Before joining Vesta, she worked for the Dept. of Defense, the Dept. of Justice, and a County in Florida.

Her responsibilities have included handling several major funds and the fixed assets on behalf of a large municipality. She conducted annual fixed asset training and annual Disaster Assessment training. Ms. Kehr was part of the accounting team that prepared the Comprehensive Annual Financial Report for the County for eleven years.

Ms. Kehr is well-versed in GAAP and GASB Standards, FEMA accounting requirements, financial analysis and reporting, and GL reconciliation.



Jacquelyn Leger
Senior Administrator

Ms. Leger is responsible for managing our Special Districts Administration Department. She oversees all the administrative responsibilities including the departments records management procedures and implementation guidelines through the State of Florida, Division of Library and Information Services and Bureau of Archives and Records Management.



AMENITY MANAGEMENT



COMMUNITY LIFESTYLE

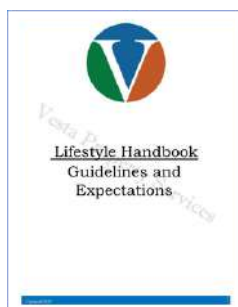
Events at a Glance

Events below are examples of events we have done at our communities within the last five years.

- Donuts and Coffee
- Summer Kickoff
- Luau
- Polar Plunge
- Vendor Fairs
- Carnivals
- Potlucks
- Cook-offs
- Live music
- Scavenger Hunts
- Ice Cream Socials
- 5Ks and Triathlons
- Slide Races
- DJs
- Pool games
- Science Demos
- Mother-Son Dances
- Spring Fling
- Halloween/Fall Festival
- Santa Claus Visit
- Golf Cart Parade
- Letters to Santa
- Memorial Weekend
- Independence Day Celebration
- Daddy Daughter Dances
- Valentine's Crafts
- Rock Your Shamrock – St. Patrick's Day
- Veteran's Day Celebration
- Easter Egg Hunts
- Mad Hatter Tea Party
- Barks and Brews
- Social Hours with Live Music
- Stand Up Comedy Nights
- Mixology Classes
- Cooking Classes
- Murder Mystery Parties
- Local liquor tastings with cigars
- Chocolate Making Class
- Axe Throwing
- Food Truck Nights
- Science Comes Alive!
- Yoga at the Park
- Classic Cars and Coffee
- Foam Parties
- Not So Newlywed Game
- Adult Rodeo



Resources and Support For Vesta's Property Managers



- Director of Resident Experience with 20+ years of experience in events and programming, 10 years specializing in Active Adult entertainment and website management.
- Vesta's 50-page Lifestyle Handbook used for training and reference.
- Hands-on help with staff turnover/transitions and Managers' use of PTO benefits.
- Preferred Vendors List, enabling some of the best pricing in the industry.
- Quarterly customer service centered Newsletter; featuring new vendors, customer service stories and principals, new ideas, and much more.
- Monthly Training sessions; Quarterly Idea-Sharing sessions with all Managers.
- Shared Expertise: Community event budgets ranging from \$9,000-\$105,000/yr.

COMMUNITY PROGRAMMING

AMENITY ATHLETICS

Powered by Vesta – The only in-house amenity produced and managed athletics league in Northeast Florida.



Amenity Athletics goal is to provide a co-ed, "recreational league" environment where families can have fun, learn the fundamentals for the game, and improve performance while promoting good sportsmanship and teamwork. We allow coach and friend requests for team placement. Come play sports with your friends and make some new ones while you're at it. We are a co-ed recreational league that uses parents as volunteer coaches. Coaches must pass a background check and child safety training. We currently produce Spring and Fall youth soccer, Summer and Winter Flag Football and Spring Basketball leagues with over 2500 participants per year in North Florida.



Managing Lifestyle/Recreation Programs for All Demographics

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





“

Our HOA has been with Vesta Property Services since they purchased our former Property Services company. They have provided excellent service, advice and dedication to our operational needs.

Vincent Priore

”



QUALITY ASSURANCE

Vesta's Approach to Quality Assurance

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

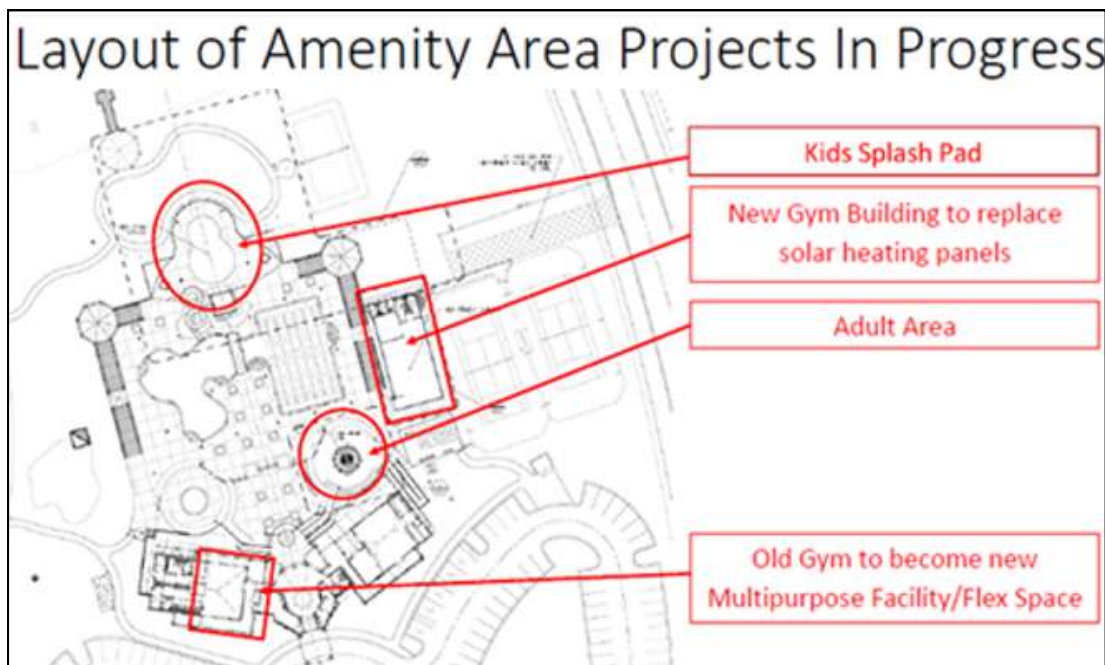
Vesta's approach, while varied in application, is designed to eliminate issues before they occur – or at least quickly and efficiently address them as they are identified – to provide the best possible experience for all stakeholders.

****We do not use all of these tools at every account, but we do use most them at our largest accounts based on amount of resources, scope of services and Board driven priorities to ensure the best use of finite resources.***



NOTE: These 8 components of Vesta's approach to Quality Assurance are explained further on the following pages.

- ## 2016 Projects Prioritization Survey Results
- We conducted surveys in 2013, 2014 and 2015 to collect resident inputs on possible capital projects.
-
- | Project | Strongly agree (%) | Agree (%) | Disagree (%) | Strongly disagree (%) |
|---|--------------------|-----------|--------------|-----------------------|
| Assembly Center Venue for System | 100 | 0 | 0 | 0 |
| Assembly Center Playground Improvements | 100 | 0 | 0 | 0 |
| Splash Pad | 100 | 0 | 0 | 0 |
| Pool Lighting | 100 | 0 | 0 | 0 |
| Swim Lane Structure | 100 | 0 | 0 | 0 |
| New 10th Street Center | 100 | 0 | 0 | 0 |
| Reopen Upper Pool Deck Pavers | 100 | 0 | 0 | 0 |
| Playgrounds | 100 | 0 | 0 | 0 |
| Children to Multipurpose Room | 100 | 0 | 0 | 0 |
| Reel up Pool | 100 | 0 | 0 | 0 |
| Interact's Park Playground Expansion | 100 | 0 | 0 | 0 |
| Interact's Park Bookends Expansion | 100 | 0 | 0 | 0 |
| Adult Area | 100 | 0 | 0 | 0 |
| Artistic Look, Lighting | 100 | 0 | 0 | 0 |
| Swim Path Design | 100 | 0 | 0 | 0 |
| Add Tennis Courts | 100 | 0 | 0 | 0 |
- We then prioritized projects via a Spring 2016 resident survey and meeting open to you finalized the board list.



TEAM MEMBER DEVELOPMENT

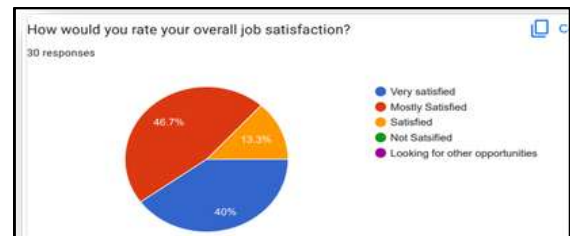
Our Team Members throughout Vesta are absolutely critical to our success in serving our customers, so it is essential that we invest in them. Our strong local presence provides our area team many opportunities for development and advancement, which helps us attract and retain the best talent.

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

- We also provide timely feedback through our **semi-annual check-ins**, which evolved from previous performance management reviews to a less formal, more frequent and empowering experience.



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



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



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





COST AND REFERENCES



FEE SCHEDULE FOR VESTA'S PROPOSED SCOPE OF SERVICES:

ANNUAL BASE FEE AND ADJUSTMENT PROVISIONS

The Annual Base Fee shall be subject to annual adjustment only by mutual written agreement of the parties in writing for adjustments exceeding these amounts (mutual consent can be in the form of an approved budget that clearly shows any requested increase).

The Annual Base Fee for the first Agreement Year shall be as follows \$120,780.00 (\$10,065 per month).

District Management Services	\$47,000.00
Amenity Management Services (20 hours/week minimum, with actual hours based on facility operating schedule and District Needs)	\$57,780.00
Field Services	\$15,000.00
Dissemination Agent Services (Per filing)	\$1,000.00
Annual Total	\$120,780.00

Amenity Management pricing is based on a cost-plus model. The community is only billed for labor that is actualized at the end of each month. Cost-plus prioritizes transparency and flexibility.

“

Vesta has done an outstanding job and continues to adapt to the ever-changing environment and needs of the community and its residents. Vesta has seen the amenities are maintained in the most up-to-date manner and one the residents are proud of. I, along with the rest of the Board, would highly recommend Vesta for any position for which they may be considered.

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

”

SCHEDULE OF ADDITIONAL SERVICES OFFERED AND FEE-SCHEDULE

Information Technology & Website Administration:

- Initial work to migrate, host the website and pages.
- Ensure updated district documentation and contacts are posted on a monthly bases.

NOTE: All annual fees for the Services listed above shall be billed on a monthly basis in 12 monthly installments. Any fees for additional services will be billed following services rendered.

1. **Additional District Meetings:** The Fees proposed are based upon the District holding up to twelve (12) regular meetings and one (1) budget workshop each year, that each last up to three (3) hours in length.
 - \$175/hour: An additional \$175/hour fee will be billed to the District, for each hour past the initial 3-hour meeting timeframe included in this proposal.
 - \$800 per meeting: Additional meetings or workshops outside of the aforementioned amount will be billed at a total fee of \$800 per meeting.
2. **Postage and freight are not included in this proposal.**
3. **Debt Service Fund Accounting & Assessment Collection Services:** If the District issues additional debt, the proposed fee for these services would be \$5,500 annually per bond issue.
4. **Assessment Methodology Consultant Services (Special Methodology Reports):**
 - New Bond Issuance Fee: \$25,000 per new bond issuance.
 - Refinance Fee: \$15,000 per bond refinance
 - Bond Anticipation Notes: \$15,000 per issuance.
5. **Additional Services:** Should Vesta Property Services, Inc. be requested to provide additional services not covered in this proposal, fees for such services shall be negotiated in accordance with the terms mutually agreed upon by the District and Vesta Property Services, Inc.

FACILITY AND MAINTENANCE JANITORIAL SERVICES

Janitorial can be provided for \$650.00 per month for two service visits per week.

Villages of Westport CDD – Janitorial Services

Description of Work to Be Performed Two Times Per Week (Tuesday and Friday).

- All paper goods restocked upon each visit or as needed.
- Hand soap to be re-filled as needed and will be monitored so that it does not run out.
- Scrubbing and disinfecting the toilets, all sinks, all countertop areas, all cabinet areas.
- Mirrors, doorknobs, handicap bars, light switches, locking mechanisms on doors, paper goods fixtures as well as all other fixtures located in restroom & clubhouse to be cleaned/disinfected.
- Sweep, vacuum and mop all floors.
- All trash bins to be emptied at each visit and new liners in place.
- Replacement of burned-out light bulbs.
- Clean/disinfect drinking fountain.
- Pick up all trash and debris on clubhouse grounds.
- Dust all furniture, pictures, tables, lamps and baseboards in clubhouse.
- Blinds and windowsills dusted.

Description of Work to Be Performed One Time Per Week:

- Dust the ceiling and walls of the cabana & light fixtures to remove any bugs, dirt or other debris.
- Remove wasp/hornet's nests as needed.

Equipment and Supplies:

- Cleaning equipment and standard cleaning solutions to be provided at no charge to the customer.
- Toilet Paper, Paper Towels, Hand Soap, Trash Bags, Light Bulbs and other Specialty Supplies to be invoiced back to Villages of Westport CDD.

“

We are writing this letter to commend two of the girls who run the clubhouse and all the activities involved. Jayne and Julie are exceptional and an asset to the community. They are always welcoming and helpful to anyone who comes to the office, whether a long-time resident or a potential resident. They have both gone above and beyond in assisting with the year long Food Drive and the Christmas Toy Drive, which has made both drives so successful. Our community is lucky to have these girls.

Marty and Mimi Kaufman, Northeast Florida CDD Residents

”

REFERENCES

Project Name/Location: Avalon Groves/Clermont

Contact: Gene Mestrangeli

Contact Email: seat5@avalongrovescdd.com

Contact Phone: (630) 638-8658

Project Type: Planned community of 1750 homes

Dollar Amount of Contract: \$54,000

Scope of Services for Project: District and Field Management

Dates Serviced: April 2016 - Present

Project Name/Location: Heritage Harbor CDD/Lutz, Florida

Contact: Shelley Grandon

Contact Email: shelleygrandon@proassurance.com

Contact Phone: (813) 205-5229

Project Type: Planned community of 669 homes

Dollar Amount of Contract: \$80,000

Scope of Services for Project: District Management

Dates Serviced: February 2016 - Present

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

Contact: Dr. Howard Entman, Chairman

Contact Phone: (901) 230-0922

Contact Email: hentmanmd@gmail.com

Project Type: Planned community of 1,500 homes

Dollar Amount of Contract: \$109,840

Scope of Services for Project: District Management, General Manager and Assistant General Manager

Dates Serviced: June 2023 - Present

Project Name/Location: Fleming Island Plantation CDD/Clay County, FL

Contact: Mike Cella

Contact Email: MCella@fipcommunity.com

Project Type/Description: CDD of 2,400 homes

Dollar Amount of Contract: \$773,743

Scope of Services for Project: Amenity Management, District Management, Field Operations Management, Facility Maintenance Services, and Lifestyle Programs & Events.

Dates Serviced: June 2024 - Present



Contact Us

250 International Pkwy #208
Lake Mary, FL 32746
(321) 263-0132





Corporate Office
4651 Salisbury Rd, Suite 155
Jacksonville, FL 32256
(904) 431-3914

Ms. Samantha Harvey
Villages of Westport Community Development District
313 Campus St.
Celebration, FL 34747

August 7th, 2026

RE: Villages of Westport CDD Lake Maintenance

Dear Ms. Harvey:

We greatly appreciate the opportunity to provide the following Villages of Westport CDD lake maintenance proposal for your review and consideration. Several areas for improvement were noted during our site visit with some photos included that suggest the community is not receiving the level or quality of service expected. We have every available resource to ensure your lakes are maintained to a high standard. We take a lot of pride in the value and quality of product we provide for our customers. You can trust that our field and management team will do everything possible to ensure your lakes are kept in consistently great condition.

Our standard monthly water management program includes Twelve (12) treatments per year along with free callback service if there are ever any concerns that may require special attention. Given the amount of vegetation present and to ensure the success of our treatment program, there is a separate line item for an Annual sterile, triploid grass carp stocking. This is a very important addition as they continuously assist with vegetation control and reduce the need for large scale herbicide applications. Our fisheries manager will facilitate all barrier requirements and permitting through the FWC.

Our comprehensive program encompasses the following:

- A minimum of twelve inspections and/or treatments, as necessary, for control and prevention of all invasive aquatic weeds/algae.
- Additional treatments that may be required are of no additional cost to the customer.
- Assistance with FWC Permitting, barriers and stocking of triploid grass carp for biological control of underwater weeds. Contingent on permitting approval, seasonal availability, customer purchase approval.
- All water management services provided by State Certified, experienced and highly trained field biologists.
- The use of the latest aquatic technology, specialized equipment and sound, sensible environmental management techniques.
- The use of EPA approved and effective herbicides, algacides and bioremediation products in strict compliance with State and Federal environmental guidelines.
- Preservation of beneficial aquatic plants to create and maintain an ecologically balanced aquatic system.
- Monthly Aquatic Management Reporting and periodic management QC inspections.
- Complete insurance coverage including General Liability, Automotive and Workers Compensation.
- Free Call-Back Service providing response within 24 hrs. & 48 hrs. on site max. response time in case of emergency.
- Water quality testing and analysis for routine parameters as needed for the success of the treatment program.
- Optional Water Chemistry Analysis with Harmful Algae Bloom (HAB) Panel including: TN, TP, Cyanobacteria, Microcystin, etc
- Family Owned & Operated Since 1979 with full support from our experienced staff: Branch Mgr. - Mike Clark. Field Mgrs. -Eric Williams & Matt Lewis. Fisheries Mgr. - Don Koontz. Admin. Professional - Rachel Bond. Fountain Mgr. - John Richardson

The above program is designed to provide you with clean, healthy lakes which will cost effectively fulfill their intended beauty, real estate value, recreational and drainage function. We look forward to the opportunity of working for you and the homeowners of the Villages of Westport.

Respectfully,
Jesse E. Mason, Sales Manager (904)228-8006

Florida Offices

Ft. Lauderdale: (954) 565-7488
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Myrtle Beach: (843) 492-4080



Corporate Office
4651 Salisbury Rd, Suite 155
Jacksonville, FL 32256
(904) 431-3914

Water Management Agreement

This Agreement, made this _____ day of _____ 20____ is between The Lake Doctors, Inc., a Florida corporation("the Company") and the following "Customer"

PROPERTY NAME (Community/Business/Individual) _____

MANAGEMENT COMPANY _____

INVOICING ADDRESS _____

CITY _____ **STATE** _____ **ZIP** _____ **PHONE ()** _____

EMAIL ADDRESS _____

The parties hereto agree to follows:

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

Twelve (12) Ponds associated with the Villages of Westport CDD in Jacksonville, FL.

Includes a minimum of Twelve (12) inspections and/or treatments, as necessary, for control and prevention of noxious aquatic weeds/algae. Contingent upon sufficient easement access for ingress/egress of treatment truck, boat and equipment. ++Triploid grass carp stocking contingent upon FWC permit approval; seasonal supplier availability. Treatments included for spikerush, cyanobacteria & planktonic algae.

- B. Customer agrees to pay the Company the following sum for specified aquatic management services:

1.	Underwater, Floating Vegetation and Algae Control Program	\$ 1,550.00 Monthly
2.	Shoreline Grass and Brush Control Program	\$ INCLUDED
3.	Free Callback Service 24 hrs.; Additional Treatments, if required within 48 hrs.	\$ INCLUDED
4.	Permitting and Annual Stocking of (200) Sterile, Triploid Grass Carp (10" – 12") +	\$ 3,200.00 Upon Stocking
5.	Monthly Detailed Service Reports; Management QC Inspections	\$ INCLUDED
6.	Routine Water Testing and Analysis (Dissolved Oxygen, pH, Turbidity, etc.) as needed	\$ INCLUDED
7.	Full Water Chemistry Analysis including Harmful Algae Bloom (HAB) Panel for Cyanotoxins, etc. \$350 per sample; bulk sample rates may apply (sample report below)	\$ UPON REQUEST
8.	Larvicide Applications for Aquatic Midge Control; \$100.00/Acre during scheduled service	\$ UPON REQUEST
9.	Shoreline Restoration and Erosion Control; \$100 - \$150 per LF	\$ UPON REQUEST
	Total of Services Accepted	\$ 1,550.00 Monthly

\$1,550.00 of the above sum-total shall be due and payable upon execution of this Agreement; the balance shall be payable in advance in monthly installments of **\$1,550.00** plus any additional costs such as sales taxes, permitting fees, monitoring, reporting, water testing and related costs mandated by any governmental or regulatory body related to service under this Agreement.

- C. The Company uses products which, in its sole discretion, are intended to provide effective and safe results.
D. The Company agrees to commence treatment within **thirty (30)** days, weather permitting, from the date of receipt of this executed Agreement plus initial deposit and/or required government permits.
E. The offer contained herein is withdrawn and this Agreement shall have no further force and effect unless executed and returned by Customer to the Company on or before **September 30th, 2026**.
F. The Terms and Conditions appearing on the reverse side form an integral part of this Agreement, and Customer hereby acknowledges that it has read and is familiar with the contents thereof.

THE LAKE DOCTORS, INC.

Jesse E. Mason, Sales Manager

CUSTOMER:

Signed _____ Date _____

Name _____

Florida Offices

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TERMS AND CONDITIONS

- 1) The Underwater and Floating Vegetation Control Program will be conducted in a manner consistent with good water management practice using the following methods and techniques when applicable.
 - a) Periodic treatments to maintain control of noxious submersed, floating and emersed aquatic vegetation and algae. Customer understands that some beneficial vegetation may be required in a body of water to maintain a balanced aquatic ecological system.
 - b) Determination of dissolved oxygen levels prior to treatment, as deemed necessary, to ensure that oxygen level is high enough to allow safe treatment.
 - c) Additional routine water analysis and/or bacteriological analysis may be performed if required for success of the water management program.
 - d) Where applicable, treatment of only one-half or less of the entire body of water at any one time to ensure safety to fish and other aquatic life. However, the Company shall not be liable for loss of any exotic or non-native fish or vegetation. Customer must also notify the Company in writing if any exotic fish exist in lake or pond prior to treatment.
 - e) Customer understands and agrees that for the best effectiveness and environmental safety, materials used by the Company may be used at rates equal to or lower than maximum label recommendations.
 - f) Triploid grass carp stocking, if included, will be performed at stocking rates determined the Florida Fish and Wildlife Conservation Commission permit guidelines.
 - g) Customer agrees to provide adequate access. Failure to provide adequate access may require re-negotiation or termination of this Agreement.
 - h) Control of some weeds may take 30-90 days depending upon species, materials used and environmental factors.
 - i) When deemed necessary by the Company and approved by Customer, the planting and/or nurturing of certain varieties of plants, which for various reasons, help to maintain ecological balance.
- 2) Under the Shoreline Grass and Brush Control Program, the Company will treat border vegetation to the water's edge including, but not limited to torpedograss, cattails, and other emergent vegetation such as woody brush and broadleaf weeds. Many of species take several months or longer to fully decompose. Customer is responsible for any desired physical cutting and removal.
- 3) Customer agrees to inform the Company in writing if any lake or pond areas have been or are scheduled to be mitigated (planted with required or beneficial aquatic vegetation). the Company assumes no responsibility for damage to aquatic plants if Customer fails to provide such information in a timely manner. Emergent weed control may not be performed within mitigated areas, new or existing, unless specifically stated by separate contract or modification of this Agreement. Customer also agrees to notify the Company, in writing, of any conditions which may affect the scope of work and Customer agrees to pay any resultant higher direct costs incurred.
- 4) If services specify trash/debris removal, the Company will perform the following: removal of casual trash such as cups, plastic bags and other man-made materials up to a 5 gallon bucket but only during regularly scheduled service visits. Large or dangerous items such as biohazards and landscape debris will not be included.
- 5) Customer agrees to reimburse the Company for all processing fees for registering with third party companies for compliance monitoring services and/or invoicing portal fees. Fees will be reimbursed via an additional invoice per the Company's discretion.
- 6) If at any time during the term of this Agreement, Customer reasonably believes the Company is not performing in a satisfactory manner, or in accordance with the terms of this Agreement, Customer shall give the Company written notice stating with particularity the reasons for Customer's dissatisfaction. The Company shall investigate and attempt to address Customer's concerns. If, after 30 days from the giving of the original notice, Customer continues to reasonably believe the Company's performance is unsatisfactory, Customer may terminate this Agreement by giving written notice ("Second Notice") to the Company and paying all monies owing to the effective date of termination, which shall be the last day of the month in which the Second Notice is received by the Company. Customer may not terminate this Agreement before the end of the term except for cause in accordance with this paragraph.
- 7) If Customer discontinues or terminates service under this Agreement except for cause in accordance with paragraph 6, Company shall be entitled to collect as an early termination fee, and not as a penalty, an amount equal to, the lesser of, three (3) times the monthly service fee, or the number of months remaining in the term multiplied by the monthly service fee. The Company may declare the termination fee owed in a single payment due within ten (10) days of written demand.
- 8) Federal and State regulations require that various water time-use restrictions be observed during and following some treatments. The Company will notify Customer of such restrictions. It is Customer's responsibility to observe the restrictions throughout the required period. Customer understands and agrees that, notwithstanding any other provision of the Agreement, the Company does not assume any liability for failure by any party to be notified of, or to observe, such regulations or restrictions.
- 9) The Company shall maintain the following insurance coverage and limits: (a) Workman's Compensation with statutory limits; (b) Automobile Liability; (c) Comprehensive General Liability, including Pollution Liability, Property Damage, Completed Operations and Product Liability. A Certificate of Insurance will be provided upon request. A Certificate of Insurance naming Customer as "Additional Insured" may be provided at Customer's request. Customer agrees to pay for any additional costs of insurance requirements over and above the standard insurance provided by the Company.
- 10) The Company agrees to indemnify, defend and hold harmless Customer from and against any and all liability for any loss, injury or damage, including, without limitation, all costs, expenses, court costs and reasonable attorneys' fees, imposed on Customer by any person caused by or that results from the gross negligence or willful misconduct of the Company, its employees or agents. Customer hereby agrees to indemnify, defend and hold the Company harmless from and against any and all liability for any loss, injury or damage, including, without limitation, all costs, expenses, court costs and reasonable attorneys' fees, imposed on the Company by any person whomsoever that occurs on or about Customer's premises, except for any such loss, injury or damage that is caused by or results solely from the gross negligence or willful misconduct of the Company its employees or agents.
- 11) IN NO EVENT SHALL EITHER PARTY BE LIABLE FOR ANY INDIRECT, SPECIAL OR CONSEQUENTIAL DAMAGES, INCLUDING BUT NOT LIMITED TO LOST PROFITS, SAVINGS OR REVENUE, EVEN IF ADVISED OF THE POSSIBILITY OF SUCH DAMAGES. Customer agrees that the Company's liability under this Agreement shall be limited to six (6) times the monthly fee, which amount shall be Customer's maximum remedy regardless of the legal theory used to determine that the Company is liable for the injury or loss (including, without limitation, negligence breach of contract breach of warranty and product liability).
- 12) Neither party shall be responsible for damages, penalties or otherwise for any failure or delay in performance of any of its obligations hereunder caused by strikes, riots, war, acts of God, accidents, governmental orders and regulations, curtailment or failure to obtain sufficient material, or other force majeure condition (whether or not of the same class or kind as those set forth above) beyond its reasonable control and which, by the exercise of due diligence, it is unable to overcome. Should the Company be prohibited, restricted or otherwise prevented or impaired from rendering specified services by any condition, the Company shall notify Customer of said condition and of the excess direct costs arising therefrom. Customer shall have thirty (30) days after receipt of notice to notify the Company in writing of any inability to comply with excess direct costs as requested by the Company.
- 13) Customer warrants that it is authorized to execute this Agreement on behalf of the riparian owner. If a legal entity, the person executing this Agreement on behalf of Customer represents that Customer is duly organized and existing, and is in good standing, under the laws of the jurisdiction of its organization and that execution, delivery, and performance of this Agreement has been duly authorized by all appropriate corporate action.
- 14) The Company covenants to perform and complete the services hereunder in a timely, competent and workmanlike manner and in accordance with the specifications and requirements set forth in this Agreement. THE COMPANY HEREBY EXPRESSLY DISCLAIMS, AND CUSTOMER HEREBY WAIVES, RELEASES AND RENOUNCES, ALL OTHER WARRANTIES AND CLAIMS EXPRESS OR IMPLIED, ARISING BY LAW OR OTHERWISE, WITH RESPECT TO SERVICES OR PRODUCTS PROVIDED BY THE COMPANY.

Florida Offices

Ft. Lauderdale: (954) 565-7488
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- 15) Customer understands that, for convenience, the annual cost of service is spread over a twelve-month period and that individual monthly billings do not reflect the fluctuating seasonal costs of service. If the Company permits Customer to temporarily put its account activity on hold, an additional start-up charge may be required due to aquatic re-growth.
- 16) The Company agrees to hold Customer harmless from any loss, damage or claims arising out of the sole negligence of the Company. However, the Company shall in no event be liable to Customer or others for indirect, special or consequential damages resulting from any cause whatsoever.
- 17) Upon completion of the term of this Agreement, or any extension thereof, this Agreement shall be automatically extended for a period equal to its original term unless terminated by either party by written notice delivered prior to the end of the term. The Company may adjust the monthly investment amount after the original term to reflect any changes to cost of materials, inputs, and labor. The Company will submit written notification to Customer 30 days prior to effective date of adjustment. If Customer is unable to comply with the adjustment, the Company shall be notified immediately in order to seek a resolution. The Company may cancel this Agreement for any reason upon 30-day written notice to Customer.
- 18) Should Customer become delinquent, the Company may place the account on hold for non-payment and Customer will continue to be responsible for the continuing monthly amount even if the account is placed on hold. The Company may, at its sole discretion, choose to suspend services and charge the Customer 25% of the monthly equivalent invoice amount for three (3) consecutive months, herein referred to as the Credit Hold Period, or until Customer pays all invoices due, whichever comes earlier. Regular Service may be reinstated once the entire past due balance has been received in full. Should the Customer remain delinquent at the end of the Credit Hold Period, Company shall be entitled to bring action for collection of monies due and owing under this Agreement. Customer agrees to pay collection costs, including, but not limited to, reasonable attorneys fee (including those on appeal) and court costs, and all other expenses incurred by the Company resulting from such collection action. The Company reserves the right at any time to charge interest on unpaid amounts at the rate of eighteen percent (18%) per year. Customer hereby irrevocably submits to the exclusive personal jurisdiction of the state and federal courts of Duval County, Florida for the adjudication of all disputes or questions hereunder.
- 19) This Agreement constitutes the entire agreement of the parties hereto and shall be valid upon acceptance by the Company Corporate Office. No oral or written alterations or modifications of the terms contained herein shall be valid unless made in writing and accepted by an authorized representative of both the Company and Customer. This Agreement is assignable by Customer only with the prior written consent of the Company.

MEET OUR TEAM

OUR JACKSONVILLE BRANCH HAS 20+ LICENSED AQUATIC TECHNICIANS, FIELD AND SALES MANAGEMENT TEAM, FISHERIES MANAGER, AUTHORIZED FOUNTAIN SERVICE DEPARTMENT AND DEDICATED ADMINISTRATIVE PROFESSIONAL.



Mike Clark
Branch Manager



Mark Seymour
Sales Manager



Jesse Mason
Sales Manager



John Richardson
Fountain Manager



Eric Williams
Field Manager



Matthew Lewis
Assistant Field Manager



Rachel Bond
Administrative Assistant

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COMPANY VALUES



STEWARDSHIP

Top quality service for our customers, the natural environment, our equipment and our employees reinforces our focus on the long-term.



TRUST

High trust relationships and organizations are more efficient. Violations of trust can cause permanent breakdowns in either.



EXCELLENCE

We strive to be the best at what we do, because high performance yields increased value for our stakeholders.



ACCOUNTABILITY

We hold each other responsible for the actions we commit. Mistakes will happen, but as long as we admit & correct them, they will coalesce into experience.



DEDICATION

Intense focus on continuous improvement in our work ethic, the quality of our service and our operational efficiency.



INTEGRITY

We do what we say we are going to do. Solutions instead of excuses.

TREATMENT MAP



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CURRENT CONDITIONS



Pond 3 – Becoming topped out and infested with submersed aquatic vegetation and surface algae.



Pond 5 – Spikerush present along with shoreline/emergent vegetation and tall cattails that suggest pond isn't receiving treatment.

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Pond 4 – Surface algae bloom in need of treatment.



Pond 6 – Lots of algae mats with spikerush growing on top and other submersed vegetation present. Pond is not receiving thorough treatment and all ponds need to be stock with grass carp as soon as possible.

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Greenville: (864) 498-6050
Myrtle Beach: (843) 492-4080

REFERENCES:

(COMMUNITIES COMPARABLE IN SCALE)

ALTA LAKES CDD (19 LAKES) BENJAMIN PFUHL bpfuhl@rizzetta.com	JOHNS CREEK / BRANDY CREEK CDD (11 PONDS) JIM MASTERS jmasters@vestapropertyservices.com
AMELIA ISLAND PLANTATION COMMUNITY ASSN. (9 LAKES) JACK BARNES jbarnes@aipca.net	JULINGTON CREEK PLANTATION CDD JEFF BRANCH jbranch@jcpccd.org
ANABELLE ISLAND CDD (12+ LAKES) FREDDIE OCA foca@gmsnf.com	MARSH CREEK COUNTRY CLUB (34 LAKES) PATTY CRUM marshcreek@lelandmanagement.com
BARTRAM SPRINGS CDD (32 LAKES) TERRY GLYNN tglenn@gmsnf.com	MIDDLE VILLAGE CDD (13 LAKES) JAY SORIANO jsoriano@gmsnf.com
BOGGY BRANCH CDD (8+ LAKES) MIKE VEAZEY mveazey@icihomes.com	OAKLEAF PLANTATION CDD (23 LAKES) JAY SORIANO jsoriano@gmsnf.com
CROSSINGS AT FLEMING ISLAND CDD (115 LAKES) STEVE ANDERSEN sandersen@eagleharborcdd.com	SAMPSON CREEK CDD / ST. JOHNS G&CC (29 LAKES) STEPHANIE TAYLOR staylor@vestapropertyservices.com
FLORA PARKE HOA (19 LAKES) ROB FOUST robfoust@frontier.com	SOUTH VILLAGE CDD / EAGLE LANDING GC (32 LAKES) SEAN BIGGS sbiggs@troon.com
FLEMING ISLAND PLANTATION CDD (54 LAKES) MARGARET ALFANO malfano@vestapropertyservices.com	TAMAYA/BEACH CDD (22 LAKES) RON ZASTROCKY rzastrocky@vestapropertyservices.com

SAMPLE AQUATICS 5A COMMERCIAL APPLICATORS LICENSE & CERTIFICATIONS

Florida Department of Agriculture and Consumer Services
Pesticide Certification Office
Commercial Applicator License
License # CM18740

Categories
5A

Issued: November 21, 2023 **Expires: October 31, 2027**


Signature of Licensee


WILTON SIMPSON, COMMISSIONER

The above individual is licensed under the provisions of Chapter 487, F.S. to purchase and apply restricted use pesticides.

CERTIFICATE OF COMPLETION

Jesse Mason

License Number _____
has completed the UF/IFAS Extension course

Stormwater Qualified Inspector Training
for the program
Florida-Friendly Landscaping

on this date
November 16, 2025
Certificate #57769
FDACS Approval #Pending; DBPR PVD 0005337 Course Approval # 0015256

Andrea D. Johnson, Ph.D., Dean and Director
Florida Cooperative Extension Service

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Ft. Lauderdale: (954) 565-7488
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The Lake Doctors, Inc.
Aquatic Management Services®

Corporate Office
4651 Salisbury Rd, Suite 155
Jacksonville, FL 32256
(904) 431-3914

SAMPLE WORK ORDER



The Lake Doctors, Inc.
Aquatic Management Services®

The Lake Doctors, Inc. is committed to the stewardship of waterways as well as the health & safety of our Customers and Team Members. All materials selected for use on your property are registered by the United States Environmental Protection Agency. All of our Team Members are state-certified applicators and ensure that any materials used pass our quality assurance evaluations. To further promote safety, please comply with all instructions and recommendations.

Completed Work Order Information

Account #:

Site Information:

Customer Billing Information:

Service Branch Information: 11621 Columbia Park Dr W
(904) 262-5500

Lake Doctors Corporate HQ: 4651 Salisbury Rd. Suite 155 Jacksonville, FL 32256
AR@lakedoctors.com www.lakedoctors.com

Event Name: Water Management - Monthly

Work Order Number: 2142084

Service Date: 4/28/2026

Target Pests (if applicable): Weed-Algae Various Species

**Thank you for
your business!**

Service Notes & Observations

Inspected ponds 1 through 7 and inspected inflows/outflows.

Pond 1 located at entrance treated algae and shoreline weeds.

Pond 2 treated shoreline weeds.

Pond 3 treated shoreline and underwater weeds.

Pond 4 treated shoreline weeds.

Pond 5 treated shoreline and underwater weeds.

Pond 6 treated shoreline and underwater weeds.

Pond 7 treated shoreline and underwater weeds, in addition to treatment for algae.

Overall ponds are in great shape and have maintained okay water levels despite minimal rain lately.

Please reach out to Scott with any questions or concerns, thank you!

Environmental Conditions

Weather:	Partly Cloudy
Temperature:	82.53
Wind Direction:	South
Wind Speed:	4.77
Humidity:	74.0000

Treated for Algae & Invasive Aquatic Weeds, Inspected OutFall Area, Inspected Pond(s), Treated Shoreline Weeds

Services Completed by:

Scott Mayra

Customer Signature (if needed):



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SAMPLE WATER CHEMISTRY REPORT



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WATER CHEMISTRY ANALYSIS:	ACCOUNT NAME: FEED MILL CDD	ACCOUNT #
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DATE:	TECHNICIAN:	TIME:	WEATHER:	WIND:
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↓ POND → ↓ PARAMETER	
Temperature (°F)	
Dissolved Oxygen (mg/L)	
pH	
Conductivity (µS/cm)	
Ammonia (NH ₃)	
Nitrite (NO ₂ ⁻)	
Nitrate (NO ₃ ⁻)	
Alkalinity (ppm)	
Hardness (ppm as CaCO ₃)	
Total Nitrogen (TN)(mg/L)	
Total Phosphorous (TP)(mg/L)	
Turbidity (NTU)	
Total Dissolved Solids (mg/L)	
Microcystin (algal toxin) (µg/L)	
Chlorophyll-a (µg/L)	
Phyco : Chl Ratio	



KEY & GUIDELINES	
NORMAL	Typical freshwater conditions; happy water
ELEVATED	Fair, trending toward poor water quality conditions that should be monitored
HIGH	Indicative of poor water quality, resulting in increased algal/macrophyte growth, eutrophic conditions. Action required.

NOTES / COMMENTS:

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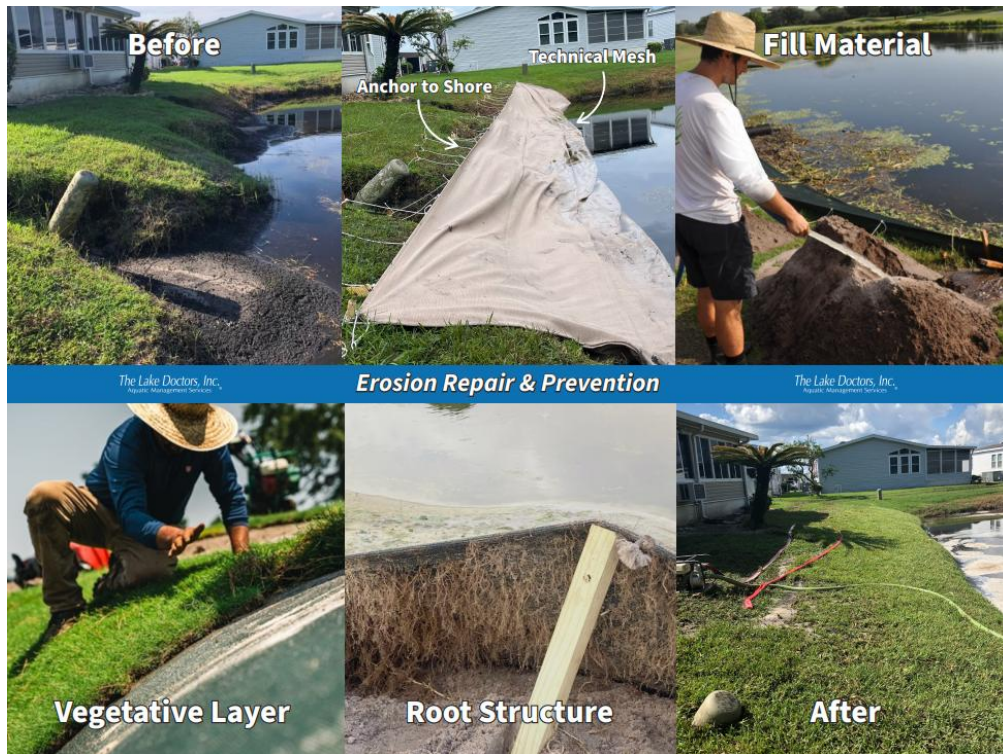
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MAPPING & BATHYMETRY | FISH STOCKING | PLANTINGS |

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Contact Us

TIGRIS Aquatic Services LLC
 6869 Phillips Parkway Drive South
 Jacksonville, Florida 32256
 smetzger@tigrisusa.com
 904-997-0044

**Quote: 361907**

Quote Date: 09/10/2026
 Expiration Date: 12/09/2026

Bill To:

Villages at Westport
 Sandle Drive/Braddock Road
 Jacksonville, Florida 32219

Customer: Villages at Westport

Sandle Drive/Braddock Road
 Jacksonville, Florida 32219

Description	Unit Price	Qty	Amount
Aquatic Services - Annual Program Contractor agrees to perform the following pond maintenance services on a Monthly basis: Core services: · Floating Algae and Aquatic Weed Control · Water testing (pH and dissolved oxygen) as needed · Border Grass and Brush Control to Water's Edge · Post Treatment Report Trash Pick Up Around Bank of Pond Blue Dye when needed			
	\$1,295.00	12	\$15,540.00
Optional add-on services: (Pricing Available Upon Request) -Submersed Vegetation Control -Fish stocking -Nutrient Mitigation -Mechanical Removal -Beneficial bacteria			
Invoicing Details: TIGRIS will invoice customer in 12 equal installments Invoices will be sent via email on the 1st of the month			

Deposit & Payment

Deposit Required: \$0.00

Summary

Subtotal: \$15,540.00

Terms & Conditions

TERM AND TERMINATION: The term of the Agreement for annual services and/or annual product as described above shall commence on the date when both parties have executed this Agreement and shall continue for twelve consecutive months (the "Initial Term"). Notwithstanding anything set forth herein to the contrary, either party may terminate this Agreement upon 30 days written notice to the other party; provided that in the event the Customer terminates this Agreement, the Customer must provide payment to TIGRIS Aquatic Services, LLC (TIGRIS) for all services rendered prior to the effective date of termination.

AUTO RENEWAL TERMS: THIS AGREEMENT HAS AN AUTOMATIC RENEWAL CLAUSE. Unless either party hereto provides the other party with written notice at least ninety (90) days prior to the end of the Initial Term or any subsequent renewal term, this Agreement shall automatically renew for subsequent additional terms, with each subsequent term having a duration equal to the Initial Term.

PRICE INCREASE: Following the initial term, the prices listed above can be increased by a percentage which shall not exceed five (5%) percent. TIGRIS may petition Customer at any time for an additional rate adjustment on the basis of extraordinary and unusual changes in the cost of operations that could not be reasonably foreseen by a prudent operator. New areas to be covered will be pro-rated to the program cost at the rates in effect at the time.

PAYMENT: All payments for services rendered under this contract are due within 30 days from the invoice date.

If payment is past due 60 days or more, TIGRIS reserves the right to postpone service until the total amount due, including finance charges, is paid in full. Should it become necessary for TIGRIS to bring action for collection of monies due and owing under this Agreement, Customer agrees to pay costs incurred by TIGRIS from such collection. Upon receipt of payment TIGRIS will inspect the service area; if conditions have changed significantly due to the interruption of service, additional fees will be incurred to return it to normal status.

Non-Prevailing Wage Pricing: The pricing provided in this Agreement is based on standard labor rates and does not include prevailing wage requirements. Should the Customer determine that this project is subject to prevailing wage laws, TIGRIS reserves the right to adjust the contract price to account for increased labor costs, administrative overhead, and compliance reporting.

VENDOR COMPLIANCE: An additional fee will be charged if customer requires specific Vendor Portal Sites or vendor compliance memberships.

PROPERTY DAMAGE/LIMITATION ON CLAIMS: Allegations of property damage resulting from the services rendered by TIGRIS must be submitted in a written report with pictures included, filed directly with respective Account Manager within fifteen (15) days. TIGRIS will review the report, determine a fair and equitable resolution, and respond within a timely manner. Customer agrees that any claims Customer has against TIGRIS must be filed within one (1) year from the date of termination of this Agreement.

LIMITATION OF LIABILITY: Neither party will be liable to the other party for any special, indirect, consequential, or incidental damages of any kind, including, without limitation, any loss of profit, loss of use, or business interruption, based on any claim under this agreement, even if such party has been advised of the possibility of such damages. Customer hereby agrees to indemnify, defend and hold harmless TIGRIS from and against any and all liabilities, obligations, damages, penalties, fines, loss, awards, judgments, costs, and expenses (including, without limitation, reasonable attorneys' fees and costs), relating to any claim, action or proceeding initiated or threatened by a third party (collectively "Losses") incurred by or imposed upon TIGRIS as a result of Customer's negligence or intentional misconduct. TIGRIS hereby agrees to indemnify, defend and hold harmless the Customer from and against all Losses incurred by or imposed upon the Customer as a result of TIGRIS's negligence or intentional misconduct provided however that TIGRIS shall not be responsible for any Losses due in whole or in part to Customer's negligent acts or omissions.

INSURANCE: TIGRIS shall carry Worker's Compensation and Employer Liability, Commercial General Liability, Professional Liability, and Property Damage Insurance which shall remain in full effect throughout this Agreement. Customer will be an insurance certificate holder and named as an additional insured. Copies of certificates of insurance naming the Customer as additionally insured will be provided upon request.

EQUIPMENT: TIGRIS will furnish all labor, equipment, materials, supervision and taxes and has provided proper instruction of all safety measures to its personnel. TIGRIS is licensed and registered by the State of service for the use of aquatic herbicides.

ENTIRE AGREEMENT: This Agreement constitutes the complete understanding between the parties hereto and supersedes any prior understandings whether written or oral between the parties relating to the subject matter hereof. SIGNING AND RETURNING this document authorizes TIGRIS to perform the services and/or have product(s) delivered as stipulated within this agreement. This agreement is based on current Federal, State and local rules and regulations. Any changes to these rules that affect how our operations are carried out may require changes to this Agreement. The property representative would be notified in writing in the event of any such changes. By signing this document, I acknowledge I have the authority to authorize TIGRIS to perform the services outlined in this agreement.

Customer Approval

Customer Signature

Name

Date