



Rizzetta & Company

Southaven Community Development District

**Board of Supervisors' Meeting
October 1, 2025**

**District Office:
St Augustine, Florida
(904) 436-6270**

www.southavencdd.org

SOUTHAVEN COMMUNITY DEVELOPMENT DISTRICT

Markland Amenity Center, 61 Clarissa Lane St. Augustine, FL 32095

www.southavencdd.org

Board of Supervisors	Richard Fetter Bob Monk Donna Reed Jorge Iturralde Michael Langer	Chairman Vice Chairman Assistant Secretary Assistant Secretary Assistant Secretary
District Manager	Melissa Dobbins	Rizzetta & Company, Inc.
District Counsel	Jonathan Johnson Katie Buchanan	Kutak Rock, LLP Kutak Rock, LLP
District Engineer	Mike Yuro	Yuro and Associates

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

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

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

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

SOUTHAVEN COMMUNITY DEVELOPMENT DISTRICT

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

September 24, 2025

Board of Supervisors
Southaven Community
Development District

FINAL AGENDA

Dear Board Members:

The **regular** meeting of the Board of Supervisors of the Southaven Community Development District will be held on **October 1, 2025, at 10:00 a.m.**, at the Markland Amenity Center located at 61 Clarissa Lane St. Augustine, FL 32095.

1. **CALL TO ORDER/ROLL CALL**
2. **PLEDGE OF ALLEGINCE**
3. **AUDIENCE COMMENTS ON AGENDA ITEMS**
4. **BUSINESS ADMINISTRATION**
 - A. Consideration of the Minutes of the Board of Supervisors' Meeting Held on August 6, 2025 Tab 1
 - B. Ratification of Operations and Maintenance Expenditures for July & August 2025..... Tab 2
5. **STAFF REPORTS**
 - A. District Counsel Tab 3
 1. Consideration of Resolution 2025-10; Project Completion
 2. Final Review of Variance Policy and Application
 - B. District Engineer
 - C. Landscape and Maintenance Report..... Tab 4
 1. Consideration of Perennial Proposal
 2. Consideration of Exit Side Screening Proposal
 - D. General Manager Report..... Tab 5
 1. Amenity & Field Update
 - i. Revenue Report
 - ii. Review Amazon Request for Gate Device
 2. Lake Management Report
 - E. District Manager Tab 6
 1. Acceptance of District Management Services Addendum
 2. Acceptance of Professional Technology Services Addendum
6. **BUSINESS ITEMS**
 - A. Ratification of FY 2026 Insurance Policy Tab 7
 - B. Consideration of Sidewalk Grinding Proposals Tab 8
7. **AUDIENCE COMMENTS AND SUPERVISOR REQUESTS**
8. **ADJOURNMENT**

We look forward to seeing you at the meeting. In the meantime, if you have any questions, please do not hesitate to call us at (407) 472-2471.

Very Truly Yours,
Melissa Dobbins
District Manager

Tab 1

MINUTES OF MEETING

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

**SOUTHAVEN
COMMUNITY DEVELOPMENT DISTRICT**

The **regular** meeting of the Board of Supervisors of Southaven Community Development District was held **August 6, 2025, at 10:00 a.m.** held at the Markland Amenity Center located at 61 Clarissa Lane, St. Augustine, Florida 32095.

Present and constituting a quorum:

Bob Monk	Board Supervisor, Vice Chairman
Michael Langer	Board Supervisor, Assistant Secretary
Jorge Iturralde	Board Supervisor, Assistant Secretary

Also present were:

Melissa Dobbins	District Manager, Rizzetta & Company, Inc.
Katie Buchanan	District Counsel, Kutak Rock LLP (via speaker)
Lisa Licata	General Manager, Vesta Property Services
Issac Dougherty	Yuro & Assoc.

Audience in attendance.

FIRST ORDER OF BUSINESS

CALL TO ORDER

Mr. Monk called the meeting to order at 10:00 a.m.

SECOND ORDER OF BUSINESS

PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was recited.

THIRD ORDER OF BUSINESS

**AUDIENCE COMMENTS ON AGENDA
ITEMS**

There were no audience comments.

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FOURTH ORDER OF BUSINESS

**CONSIDERATION OF THE MINUTES
OF THE BOARD OF SUPERVISORS'
MEETING HELD ON MAY 7, 2025**

On a motion by Mr. Langer, seconded by Mr. Monk, with all in favor, the Board approved the minutes of the Board of Supervisors' meeting held on May 7, 2025, for the Southaven Community Development District.

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FIFTH ORDER OF BUSINESS

**CONSIDERATION OF THE MINUTES
OF THE CONTINUED MEETING HELD
ON JUNE 4, 2025**

On a motion by Mr. Monk, seconded by Mr. Langer, with all in favor, the Board approved the continued meeting held on June 4, 2025, for the Southaven Community Development District.

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SIXTH ORDER OF BUSINESS

**RATIFICATION OF OPERATIONS AND
MAINTENANCE EXPENDITURES FOR
APRIL, MAY AND JUNE 2025**

On a motion by Mr. Iturralde, seconded by Mr. Langer, with all in favor, the Board ratified the operation and maintenance expenditures for April 2025, in the amount of \$65,086.31, May 2025, in the amount of \$49,984.12, and June 2025, in the amount of \$55,048.10, for the Southaven Community Development District.

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SEVENTH ORDER OF BUSINESS

STAFF REPORTS

A. District Counsel

Ms. Buchanan updated the board that AJ Johns did complete the repair to the lateral sewer line and covered the cost per the terms of their original agreement with the district.

B. District Engineer

1.) Ratification of 2025 Annual District Engineer Report

Mr. Dougherty reviewed report behind Tab 4 and stated the two major items will be monitored.

On a motion by Mr. Monk, seconded by Mr. Iturralde, with all in favor, the Board approved the District Engineer's Annual Report, for the Southaven Community Development District.

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C. Landscape and Maintenance Report

It was stated that the crew is investigating lightning damage from a storm last light. Staff will then determine if it warrants a claim.

1.) Consideration of Clean-up Enhancement Proposal

On a motion by Mr. Monk, seconded by Mr. Iturralde, with all in favor, the Board approved the Greenery proposal in the amount of \$1,820.36, for the Southaven Community Development District.

2.) Consideration of Street Sweeping Proposal

Discussion ensued.

The Board authorized the General Manager to approve The Greenery's Street sweeping proposal, as needed, at an amount of \$951.62 per service.

On a motion by Mr. Monk, seconded by Mr. Langer, with all in favor, the Board approved the Greenery's Street sweeping proposal, as needed, in the amount of \$951.62 per service, for the Southaven Community Development District.

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D. General Manager Report

1.) Amenity & Field Updates

Ms. Licata reviewed her report behind Tab 6 and noted that it's her understanding that the traffic study to add a traffic light at the entrance of the community is not finished and will start again when school starts. Ms. Licata also inquired if a pool sign should be installed to help educate short-term renters that they need to register to have access to the facilities. The board requested a cost estimate on a sign.

The board tabled further discussion regarding the tennis court access; and then set designated Pool Lap Lane times for Tues./Thur. 7am – 9am as well as Sat./Sun. 8am – 10am.

i.) Discussion Regarding Reimbursement Request

On a motion by Mr. Monk, seconded by Mr. Iturralde, with all in favor, the Board approved reimbursing the resident's plumber cost of \$500 due to the lateral sewer line repair, for the Southaven Community Development District.

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Ms. Licata then reviewed submitting a deposit for the holiday lights installation. The board agreed to pay the contractor the deposit to get on the schedule early.

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2.) Lake management report

E. District Manager

Ms. Dobbins updated the board that she should receive the district FY 26 Insurance Renewal soon and would request her to work with the Chair/Vice-Chair to approve the renewal. The board authorized the Chair or Vice Chair to work with the District Manager.

EIGHTH ORDER OF BUSINESS

CONSIDERATION OF ENTRANCE GATE VIRTUAL ACCESS CONTROL PROPOSALS

The board reviewed three proposals for front entrance virtual gate services. After discussion the board noted the first-year cost with Butterfly would be about the same due to installation fees totally \$38,316, but after that the annual cost will be \$11,211.

On a motion by Mr. Iturralde, seconded by Mr. Langer, with all in favor, the Board approved to give Envera a 30-day notice and selected ButterflyMX and CCTV to start effective Feb. 1st., for the Southaven Community Development District.

NINETH ORDER OF BUSINESS

CONSIDERATION OF RESOLUTION 2025-07; SETTING DATE, TIME & LOCATION OF FY 26 REGULAR MEETINGS

On a motion by Mr. Monk, seconded by Mr. Iturralde, with all in favor, the Board adopted Resolution 2025-07; Setting Date, Time & Location of FY26 Regular Meetings, for the Southaven Community Development District.

TENTH ORDER OF BUSINESS

PUBLIC HEARING ON FISCAL YEAR 2025/2026 BUDGET

On a motion by Mr. Monk, seconded by Mr. Langer, with all in favor, the Board opened the public hearing on fiscal year 2025/2026 budget, for Southaven Community Development District.

Audience Comments on front gate cost, landscape cost, alternative lower cost plant material and a review to the district financials and balance sheets.

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On a motion by Mr. Monk, seconded by Mr. Langer, with all in favor, the Board closed the public hearing on fiscal year 2025/2026 budget, for Southaven Community Development District.

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1. Consideration of Resolution 2025-08; Adopting FY 2025/2026 Budget

Board made no additional changes to final budget

On a motion by Mr. Monk, seconded by Mr. Iturralde, with all in favor, the Board adopted Resolution 2025-08, Adopting Fiscal Year 2025/2026 Budget, as presented, for Southaven Community Development District.

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ELEVENTH ORDER OF BUSINESS

PUBLIC HEARING ON SPECIAL ASSESSMENTS

On a motion by Mr. Monk, seconded by Mr. Iturralde, with all in favor, the Board opened the public hearing on Special Assessments, for Southaven Community Development District.

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No Audience Comments.

On a motion by Mr. Monk, seconded by Mr. Iturralde, with all in favor, the Board closed the public hearing on Special Assessments, for Southaven Community Development District.

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1. Consideration of Resolution 2025-09; Imposing Special Assessments

On a motion by Mr. Monk, seconded by Mr. Iturralde, with all in favor, the Board adopted Resolution 2025-09, Imposing Special Assessments, as presented, for Southaven Community Development District.

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TWELFTH ORDER OF BUSINESS

AUDIENCE COMMENTS AND SUPERVISOR REQUESTS

AUDIENCE COMMENTS:

A resident that lives at 359 Kirkside Ave. updated the board that the HOA sent him a letter to remove a temporary chain at the end of his driveway. He stated this chain is there to prevent residents using his driveway as a turnaround. Board discussion ensued. The CDD board stated they did not have an issue with the resident using the temporary chain at the end of his driveway if it doesn't block the sidewalk or the roadway. The board then requested the General Manager to send out an e-blast asking the community not to use their neighbor's driveway as a turnaround.

It was noted that there was one complaint regarding resident use of fireworks over the July 4th holiday.

SUPERVISOR REQUESTS:

No Supervisor Comments

THIRTEENTH ORDER OF BUSINESS

ADJOURNMENT

On a motion by Mr. Monk, seconded by Mr. Langer, with all in favor, the Board adjourned the meeting to August 6, 2025, at 12:15 p.m., for the Southaven Community Development District.

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Secretary/Assistant Secretary

Chairman/Vice Chairman

DRAFT

Tab 2

SOUTHAVEN COMMUNITY DEVELOPMENT DISTRICT

DISTRICT OFFICE · ST. AUGUSTINE, FLORIDA 32084

MAILING ADDRESS · 3434 COLWELL AVENUE, SUITE 200 · TAMPA, FLORIDA 33614

WWW.SOUTHAVENCDD.ORG

Operation and Maintenance Expenditures July 2025 Presented For Board Approval

Attached please find the check register listing the Operation and Maintenance expenditures paid from July 1, 2025 through July 31, 2025. This does not include expenditures previously approved by the Board.

The total items being presented: **\$56,746.36**

Approval of Expenditures:

_____ Chairperson

_____ Vice Chairperson

_____ Assistant Secretary

Southaven Community Development District

Paid Operation & Maintenance Expenditures

July 1, 2025 Through July 31, 2025

<u>Vendor Name</u>	<u>Check Number</u>	<u>Invoice Number</u>	<u>Invoice Description</u>	<u>Invoice Amount</u>
Ancient City Janitorial LLC	300092	2359	Janitorial Services 07/25	\$ 859.00
AT&T	20250714-1	322343089 06/25 ACH	Internet & Phone Services 06/25	\$ 167.30
AT&T	20250702-1	323860823 06/25 ACH	Internet & Phone Services 06/25	\$ 243.63
Clear Waters, Inc.	300094	153458	Pond Maintenance 07/25	\$ 835.00
COMCAST	20250711-1	8495 74 140 1213297 06/25 ACH	Wireless Telephone Services 06/25	\$ 371.45
Florida Department of Revenue	20250710-1	65-8019229595-9 06/25 ACH	65-8019229595-9 Sales & Use Tax 06/25	\$ 69.46
Florida Power & Light Company	20250728-1	Monthly Summary 06/25 ACH 287	Electric Services 06/25	\$ 3,207.39
Hidden Eyes, LLC	300093	755040	Gate Monitoring 06/25	\$ 4,187.62
Kutak Rock, LLP	300089	3594844	Legal Services 04/25	\$ 1,399.50
Kutak Rock, LLP	300089	3594846	Legal Services 05/25	\$ 2,928.18

Southaven Community Development District

Paid Operation & Maintenance Expenditures

July 1, 2025 Through July 31, 2025

<u>Vendor Name</u>	<u>Check Number</u>	<u>Invoice Number</u>	<u>Invoice Description</u>	<u>Invoice Amount</u>
Rizzetta & Company, Inc.	300088	INV0000100475	District Management Fees 07/25	\$ 3,802.33
Rizzetta & Company, Inc.	300090	INV0000100606	Mass Mailing - Budget Notice 07/25	\$ 1,104.35
St Johns Utility Department	20250721-1	Monthly Summary 06/25 ACH 287	Water Services 06/25	\$ 4,418.60
Synergy Florida	300095	396443	Service Call 07/25	\$ 125.00
The Greenery of North Florida, Inc.	300096	787254	Landscape Maintenance 07/25	\$ 13,850.07
Valley National Bank	20250731-1	CC063025-287 ACH	Credit Card Expenses 06/25	\$ 415.37
Vesta Property Services, Inc.	300097	427271	Management & Staffing Services 07/25	\$ 13,895.00
Vesta Property Services, Inc.	300097	427450	Billable Mileage 06/25	\$ 31.35
VGlobal Tech	300098	7488	ADA Website Maintenance 07/25	\$ 175.00
Waste Management Inc. of Florida	20250718-1	9743752-2224-3 ACH	Waste Disposal Services 07/25	\$ 500.76

Southaven Community Development District

Paid Operation & Maintenance Expenditures

July 1, 2025 Through July 31, 2025

<u>Vendor Name</u>	<u>Check Number</u>	<u>Invoice Number</u>	<u>Invoice Description</u>	<u>Invoice Amount</u>
Yuro & Associates, LLC	300091	3825	Engineering Services 06/25	\$ 2,310.00
Yuro & Associates, LLC	300091	3836	Engineering Services - Annual Report 06/25	<u>\$ 1,850.00</u>
Report Total				<u><u>\$ 56,746.36</u></u>

SOUTHAVEN COMMUNITY DEVELOPMENT DISTRICT

DISTRICT OFFICE · ST. AUGUSTINE, FLORIDA 32084
MAILING ADDRESS · 3434 COLWELL AVENUE, SUITE 200 · TAMPA, FLORIDA 33614
WWW.SOUTHAVENCDD.ORG

Operation and Maintenance Expenditures August 2025 Presented For Board Approval

Attached please find the check register listing the Operation and Maintenance expenditures paid from August 1, 2025 through August 31, 2025. This does not include expenditures previously approved by the Board.

The total items being presented: **\$56,457.15**

Approval of Expenditures:

_____ Chairperson

_____ Vice Chairperson

_____ Assistant Secretary

Southaven Community Development District

Paid Operation & Maintenance Expenditures

August 1, 2025 Through August 31, 2025

Vendor Name	Check Number	Invoice Number	Invoice Description	Invoice Amount
Ancient City Janitorial LLC	300103	2404	Janitorial Services 08/25	\$ 859.00
AT&T	20250812-1	322343089 07/25 ACH	Internet & Phone Services 07/25	\$ 167.20
AT&T	20250801-1	323860823 07/25 ACH	Internet & Phone Services 07/25	\$ 243.42
Clear Waters, Inc.	300099	152629	Pond Maintenance 06/25	\$ 835.00
Clear Waters, Inc.	300109	154302	Pond Maintenance 08/25	\$ 835.00
COMCAST	20250811-1	8495 74 140 1213297 07/25 ACH	Wireless Telephone Services 07/25	\$ 371.45
Dan Holmes	300104	DH080825 Reimbursement	Reimbursement - INV4533 Lateral Line Sewer Project 08/25	\$ 500.00
Florida Department of Revenue	20250815-1	65-8019229595-9 07/25 ACH	65-8019229595-9 Sales & Use Tax 07/25	\$ 71.41
Florida Power & Light Company	20250826-1	Monthly Summary 07/25 ACH 287	Electric Services 07/25	\$ 3,189.98
Gannett Florida LocalIQ	300105	0007248745	Account# 765268 Legal Advertising 07/25	\$ 489.59
Hidden Eyes, LLC	300110	756164	Gate Monitoring 07/25	\$ 4,187.62
Otis Elevator Company	300111	100402040572	Elevator Maintenance 09/25	\$ 2,123.28

Southaven Community Development District

Paid Operation & Maintenance Expenditures

August 1, 2025 Through August 31, 2025

<u>Vendor Name</u>	<u>Check Number</u>	<u>Invoice Number</u>	<u>Invoice Description</u>	<u>Invoice Amount</u>
Rizzetta & Company, Inc.	300100	INV0000101203	District Management Fees 08/25	\$ 3,802.33
Southeast Fitness Repair	300112	1833	Service Call 07/25	\$ 330.00
St Johns Utility Department	20250818-1	Monthly Summary 07/25 ACH 287	Water Services 07/25	\$ 6,179.94
Sunbelt Gated Access Systems of Florida, LLC	300113	174812	Elevator Maintenance 08/25	\$ 627.64
Synergy Florida	300101	396446	Service Call 07/25	\$ 265.00
Synergy Florida	300107	396860	Service Call 07/25	\$ 230.00
The Greenery of North Florida, Inc.	300102	788265	Street Sweeping Services 07/25	\$ 951.62
The Greenery of North Florida, Inc.	300108	788610	Arborist Tree Evaluation 07/25	\$ 337.50
The Greenery of North Florida, Inc.	300114	789291	Landscape Maintenance 08/25	\$ 13,850.07
Turner Pest Control, LLC	300115	619658833	Pest Control Services 10/24	\$ 87.45
Turner Pest Control, LLC	300115	620887930	Pest Control Services 07/25	\$ 90.07
Turner Pest Control, LLC	300115	621001988	Pest Control Services 08/25	\$ 90.07

Southaven Community Development District

Paid Operation & Maintenance Expenditures

August 1, 2025 Through August 31, 2025

<u>Vendor Name</u>	<u>Check Number</u>	<u>Invoice Number</u>	<u>Invoice Description</u>	<u>Invoice Amount</u>
Valley National Bank	20250826-2	CC073125-287	Credit Card Expenses 07/25	\$ 891.54
Vesta Property Services, Inc.	300116	427669	Management & Staffing Services 08/25	\$ 13,895.00
Vesta Property Services, Inc.	300106	427932	Billable Mileage 07/25	\$ 37.95
VGlobal Tech	300117	7567	ADA Website Maintenance 08/25	\$ 175.00
Waste Management Inc. of Florida	20250815-2	9748364-2224-2 ACH	Waste Disposal Services 08/25	\$ 293.02
Wayne Automatic Fire Sprinklers, Inc.	300118	1242596	Quarterly Sprinkler Inspection / Annual Certifications 08/25	<u>\$ 450.00</u>
Report Total				<u>\$ 56,457.15</u>

Tab 3

RESOLUTION 2025-10

**PROJECT COMPLETION RESOLUTION
FOR SOUTHAVEN COMMUNITY DEVELOPMENT DISTRICT PROJECTS**

A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE SOUTHAVEN COMMUNITY DEVELOPMENT DISTRICT ADDRESSING REAL ESTATE CONVEYANCES AND PERMITS; ACCEPTING A CERTIFICATE OF THE DISTRICT ENGINEER AND DECLARING CERTAIN PROJECT(S) COMPLETE; PROVIDING DIRECTION TO DISTRICT STAFF; FINALIZING ASSESSMENTS; AUTHORIZING CONVEYANCES; AUTHORIZING A MUTUAL RELEASE; PROVIDING FOR A SUPPLEMENT TO THE IMPROVEMENT LIEN BOOK; PROVIDING FOR SEVERABILITY, CONFLICTS, AND AN EFFECTIVE DATE.

Background

WHEREAS, the Southaven Community Development District ("**District**") was established for the purpose of providing infrastructure improvements, facilities, and services to the lands within the District as provided in Chapter 190, *Florida Statutes*; and

WHEREAS, the District previously issued the following series of bonds in order to finance certain projects of the District, as follows:

- (1) Special Assessment Revenue Bonds, Series 2015A-1 ("**Series 2015A-1 Bonds**"), secured by the "**Series 2015A Special Assessments**," and in order to finance a portion of its "**Series 2015A-1 Project**,"
- (2) Special Assessment Revenue Bonds, Series 2015A-2 ("**Series 2015A-2 Bonds**"), secured by the "**Series 2015A Special Assessments**," and in order to finance a portion of its "**Series 2015A-2 Project**,"
- (3) Special Assessment Revenue Bonds, Series 2016-A1 ("**Series 2016A-1 Bonds**"), secured by the "**Series 2016A Special Assessments**," and in order to finance a portion of its "**Series 2016A-1 Project**,"
- (4) Special Assessment Revenue Bonds, Series 2016-A2 ("**Series 2016A-2 Bonds**"), secured by the "**Series 2016A Special Assessments**," and in order to finance a portion of its "**Series 2016A-2 Project**," and

WHEREAS, all of the foregoing series of bond(s), assessment(s) and project(s) referenced above are referred to herein as the "**Bond(s)**," "**Assessment(s)**," and "**Project(s)**;" and

WHEREAS, pursuant to Chapter 170, *Florida Statutes*, and the trust indentures for the Bond(s), the District Engineer has executed and delivered an "**Engineer's Certificate**," attached hereto as **Exhibit A**, wherein the District Engineer certified the Project(s) complete; and

WHEREAS, the District Assessment Consultant similarly has executed and delivered a “**District Certificate**,” attached hereto as **Exhibit B**, wherein the District Assessment Consultant has made certain certifications relating to the completion of the Project(s); and

WHEREAS, in reliance upon the Engineer’s Certificate and District Certificate, the District’s Board desires to certify the Project(s) complete in accordance with the trust indentures for the Bond(s), the assessment resolutions levying the Assessment(s), and pursuant to Chapter 170, *Florida Statutes*, and to establish a date of the completion for the Project(s);

**NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF SUPERVISORS OF
THE SOUTHAVEN COMMUNITY DEVELOPMENT DISTRICT:**

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

2. AUTHORITY. This Resolution is adopted pursuant the Indenture and provisions of Florida law, including Chapters 170 and 190, *Florida Statutes*.

3. ACCEPTANCE OF ENGINEER’S CERTIFICATE AND DISTRICT CERTIFICATE. The Board hereby accepts the Engineer’s Certificate, attached hereto as **Exhibit A**, and District Certificate, attached hereto as **Exhibit B**, and certifies the Project(s) complete in accordance with the trust indentures for the Bond(s), the assessment resolutions levying the Assessment(s), and pursuant to Chapter 170, *Florida Statutes*. The Completion Date, as that term is defined in the trust indentures, shall be the date such project is certified complete by the District Engineer.

4. DIRECTION TO DISTRICT STAFF. District Staff is directed to notify the Trustee for the Bond(s) of the completion of the Project(s), and to effect any final transfers of funds from the reserve accounts and acquisition and construction accounts for the Bond(s), and close the acquisition and construction accounts, upon completion of such transfers.

5. FINALIZATION OF ASSESSMENT(S). Pursuant to Section 170.08, *Florida Statutes*, and the assessment resolutions levying the Assessment(s), and because the Project(s) are complete, the Assessment(s) are to be credited the difference in the assessment as originally made, approved, and confirmed and a proportionate part of the actual project costs of the Project(s). Because all of the original construction proceeds from the Bond(s) were used to construct the Project(s), respectively, and all contribution requirements (if any) were satisfied, no such credit is due. Accordingly, and pursuant to Section 170.08, *Florida Statutes*, and the Assessment(s) are hereby finalized in the amount of the outstanding debt due on the Bond(s), respectively, in accordance with **Exhibit B** herein, and are hereby apportioned in accordance with the assessment resolutions and reports adopted for the levy of the Assessment(s), as well as the Final Assessment Lien Roll on file with the District Manager.

6. REAL ESTATE CONVEYANCES; PERMITS. In connection with the Project(s), the District: (i) has accepted permits, approvals, right-of-way agreements and other similar documents from governmental entities for the construction and/or operation of the improvements, and (ii) has accepted, conveyed and/or dedicated certain interests in real and personal property (e.g., roads, utilities, stormwater improvements, and other systems), and, for those purposes, has executed plats, deeds, easements, bills of sale, permit transfer documents, agreements, and other documents necessary for the conveyance and/or operation of improvements, work product and land ((i) and (ii) together, the

“Conveyances”). All such Conveyances are hereby ratified, if not previously approved, and any remaining Conveyances are expressly authorized.

7. IMPROVEMENT LIEN BOOK. Immediately following the adoption of this Resolution, the Assessment(s) as reflected herein shall be recorded by the Secretary of the Board of the District in the District’s “Improvement Lien Book.” The special assessment or assessments against each respective parcel shall be and shall remain a legal, valid and binding first lien on such parcel until paid and such lien shall be coequal with the lien of all state, county, district, municipal or other governmental taxes and superior in dignity to all other liens, titles, and claims.

8. TRUE-UP PAYMENTS. As set forth in **Exhibit B**, all true-up obligations are deemed satisfied at this time.

9. GENERAL AUTHORIZATION. The Chairman, members of the Board of Supervisors and District staff are hereby generally authorized, upon the adoption of this Resolution, to do all acts and things required of them by this Resolution or desirable or consistent with the requirements or intent hereof.

10. CONFLICTS. All District resolutions or parts thereof in conflict herewith are, to the extent of such conflict, superseded and repealed. This Resolution is intended to supplement the assessment resolutions levying the Assessment(s) which remain in full force and effect. This Resolution and the assessment resolutions levying the Assessment(s) shall be construed to the maximum extent possible to give full force and effect to the provisions of each resolution. All District resolutions or parts thereof in actual conflict with this Resolution are, to the extent of such conflict, superseded and repealed.

11. SEVERABILITY. If any section or part of a section of this Resolution is declared invalid or unconstitutional, the validity, force and effect of any other section or part of a section of this Resolution shall not thereby be affected or impaired unless it clearly appears that such other section or part of a section of this Resolution is wholly or necessarily dependent upon the section or part of a section so held to be invalid or unconstitutional.

12. EFFECTIVE DATE. This Resolution shall take effect immediately upon its adoption.

[THIS SPACE INTENTIONALLY LEFT BLANK]

PASSED AND ADOPTED this ____ day of _____, 2025.

ATTEST:

**SOUTHAVEN COMMUNITY DEVELOPMENT
DISTRICT**

Secretary

By: _____
Its: _____

Exhibit A: District Engineer's Certificate
Exhibit B: District Certificate

EXHIBIT A

**ENGINEER'S CERTIFICATE
REGARDING COMPLETION OF THE
SOUTHAVEN COMMUNITY DEVELOPMENT DISTRICT PROJECTS**

_____, 202_

Board of Supervisors
Southaven Community Development District

Hancock Bank, a trade name of Whitney Bank, as Trustee

RE: Certificate of Completion for Certain District Project(s)

This Certificate is furnished in accordance Chapter 170, *Florida Statutes*, and regarding the following District "**Project(s):**" (1) "**Series 2015A-1 Project,**" which was funded in part by the District's Special Assessment Revenue Bonds, Series 2015A-1; (2) "**Series 2015A-2 Project,**" which was funded in part by the District's Special Assessment Revenue Bonds, Series 2015A-2; (3) "**Series 2016A-1 Project,**" which was funded in part by the District's Special Assessment Revenue Bonds, Series 2016A-1; and (4) "**Series 2016A-2 Project,**" which was funded in part by the District's Special Assessment Revenue Bonds, Series 2016A-2. This Certificate is intended to evidence the completion of the Project(s) undertaken by the District.

To the best of my knowledge and belief, and after reasonable inquiry, the undersigned, as an authorized representative of District Engineer, hereby makes the following certifications upon which the District may rely:

1. The Project(s) has/have been completed in substantial compliance with the specifications, and are capable of performing the functions for which they were intended.
2. Based on our review of the requisitions and information provided by the District Manager, all labor, services, materials, and supplies used in the Project(s) have been paid for and, where practicable, acknowledgment of such payments has been obtained from all contractors and suppliers.
3. All plans, permits and specification necessary for the operation and maintenance of the Project(s) improvements are complete and on file with the District Engineer and have been transferred to the District or other appropriate governmental entity having charge of such operation and maintenance, or are in the process of being transferred to the District.
4. The total cost of each Project(s) was greater than the amount deposited in the applicable acquisition and construction account established for the Bond(s) related to the Project.

EXHIBIT B

**DISTRICT CERTIFICATE
REGARDING COMPLETION OF THE
SOUTHAVEN COMMUNITY DEVELOPMENT DISTRICT PROJECTS
_____, 2023**

Board of Supervisors
Southaven Community Development District

Hancock Bank, a trade name of Whitney Bank, as Trustee

RE: Certificate of Completion for Certain District Project(s)
District Assessment Consultant Certifications

This Certificate is furnished in accordance Chapter 170, *Florida Statutes*, and regarding the following District project(s): (1) "**Series 2015A-1 Project**," which was funded in part by the District's Special Assessment Revenue Bonds, Series 2015A-1 ("**Series 2015A-1 Bonds**"), which were secured in part by the "**Series 2015A Assessments**;" (2) "**Series 2015A-2 Project**," which was funded in part by the District's Special Assessment Revenue Bonds, Series 2015A-2 ("**Series 2015A-2 Bonds**"), which were secured in part by the "**Series 2015A Assessments**;" (3) "**Series 2016A-1 Project**," which was funded in part by the District's Special Assessment Revenue Bonds, Series 2016A-1 ("**Series 2016A-1 Bonds**"), which were secured in part by the "**Series 2016A Assessments**" and (4) "**Series 2016A-2 Project**," which was funded in part by the District's Special Assessment Revenue Bonds, Series 2016A-2 ("**Series 2016A-2 Bonds**"), which were secured in part by the "**Series 2016A Assessments**." All of the foregoing series of bond(s), assessment(s) and project(s) referenced above are referred to herein as the "**Bond(s)**," "**Assessment(s)**," and "**Project(s)**." This Certificate is intended to make certain certifications relating to the completion of the Project(s) undertaken by the District.

To the best of my knowledge and belief, and after reasonable inquiry, the undersigned, as an authorized representative of the District's Assessment Consultant, hereby makes the following certifications upon which the District may rely:

1. The total cost of each Project(s) was greater than the amount deposited in the applicable acquisition and construction account established for the Bond(s) related to the Project. Further, The District has spent substantially all monies from the applicable construction account(s) for the Project(s). Accordingly, and pursuant to Section 170.08, *Florida Statutes*, no credit is due in connection with finalizing the Assessment(s).
2. Based on inquiry of the District Engineer, the benefits to the lands subject to the Assessment(s) from the completed Project(s) continues to be sufficient to support the applicable Assessment(s). Moreover, Assessment(s) continue to be fairly and reasonably allocated consistent with the applicable assessment resolutions and reports.
3. The Developer has satisfied any and all requirements, if any, to make contributions of infrastructure in connection with the reduction of the Assessment(s) to meet target levels, repay impact fee credits, or otherwise offset assessments.

4. As of the date hereof, no rebate amount is due and owing to the federal government with respect to the Bond(s).

5. The Assessment(s) are sufficient to pay the remaining debt service on the Bond(s).

6. Based on a review of the applicable plats for lands within the District, no true-up is presently due and owing at this time for any of the Assessment(s).

WHEREFORE, the undersigned authorized representative has executed the foregoing District Certificate regarding Project Completion.

By: Melissa Dobbins, District Manager

STATE OF _____
COUNTY OF _____

The foregoing instrument was acknowledged before me by means of physical presence or online notarization, this ___ day of _____, 20___, by Melissa Dobbins, on behalf of Rizzetta & Company, Inc., as Assessment Consultant for the Southaven Community Development District, who is personally known to me or who has produced _____ as identification, and did [] or did not [] take the oath.

Notary Public, State of _____

Print Name: _____

Commission No.: _____

My Commission Expires: _____

SOUTHAVEN COMMUNITY DEVELOPMENT DISTRICT
Policy for Variance Applications for Installation of
Improvements within District Property

Effective: _____

1. If a resident desires to install improvements within property or an easement owned by Southaven Community Development District (the “District”), or improvements on private property that may negatively impact District property or improvements, the resident must:
 - a. Submit a written variance application to the District Manager or his or her designee prior to commencement of such installation, in the form included herein as **Attachment A**. The application must be made by the owner of the property and must contain, at a minimum, the following information:
 - i. The contact information of the person making the variance application;
 - ii. The lot number or street address of the lot on which the improvements are to be installed;
 - iii. A description of the improvements to be installed;
 - iv. A diagram showing the proposed location of the improvements; and
 - v. The requested commencement date of the installation of said improvements.
 - b. Pay an application cost to offset the District’s cost of processing the variance application, including District Engineer review. These costs shall include:
 - i. Engineering review (will vary based on type of improvement)
 - ii. Recording fee of the variance agreement.
2. The District Engineer shall review the variance application to determine if the proposed improvements would have a negative impact on any District improvements. Such review may include, in the District Engineer’s discretion and as may be necessary, conducting an in-person site inspection. The District Engineer shall recommend one of the following actions:
 - a. Approve the variance application, with or without conditions; or
 - b. Deny the variance application.
3. If the District Engineer recommends denying the application, District staff shall notify the applicant that the variance application was denied and that the proposed improvements may not be installed.
4. If the District Engineer recommends approving the application, the District Engineer shall present the application and recommendation at the next available meeting of the District Board of Supervisors (“Board”). If approved by the Board, District staff shall coordinate execution of a variance agreement in substantially the form attached hereto as **Attachment B**, with such revisions as may be deemed necessary and approved by District Counsel, in consultation with District staff. Upon execution of the agreement, District staff shall record the agreement in the Official Records of St. Johns County. At the conclusion of the installation of any approved improvements, the District Engineer shall conduct a post-installation review to certify that the improvements do not exceed the scope of the approval.
5. The District’s approval of a variance application constitutes approval from the District only. The resident is responsible for obtaining any other necessary approvals, permits and authorizations,

including but not limited to approvals from the HOA, St. Johns County, and any other entities having an interest in the property, as applicable.

6. If improvements are constructed within a District easement or on District property without prior approval, including improvements that exceed the scope of any prior approval, the District reserves the right to require the resident to remove, relocate, or modify the improvements at the resident's sole expense. If the resident is unresponsive to the District's requests, the District may remove said improvements on its own and charge the resident the cost of said removal. The District also reserves the right to take any appropriate legal action to enforce its rights under this policy or to collect any costs due.
7. If improvements are constructed with approval within a District property or easement but at some point in the future, said improvements threaten the health, safety, integrity or welfare of residents or District improvements, the District will make every reasonable effort to contact the landowner to work to resolve the issues but may, in its reasonable discretion, modify or remove the landowner's improvements immediately to protect said interests. Residents with improvements in District easements are responsible for all maintenance of said improvements.
8. The resident must demonstrate that any proposal which redirects the flow of water is the only viable option; namely that moving water to an alternate path or keeping water on the property is either economically impractical or physically not possible without causing further damage. Such evaluation shall be made by the resident and confirmed by the District Engineer within the application.

SOUTHAVEN COMMUNITY DEVELOPMENT DISTRICT

Variance Application for Installation of Improvements

Southaven Community Development District owns property and easement rights throughout the community for the purpose of maintaining certain infrastructures, including the rights of way, stormwater system, and common elements (“District Property”). Property owners seeking to make improvements in the District’s Property or in areas where such improvements may negatively impact District Property, must fill out this Variance Application and return it, along with the application fee and a sketch of the plan, to the District Offices at the address below. All Variance Applications will be reviewed in accordance with the Policy for Variance Applications for Installation of Improvements within District Property.

Name of Owner: _____

Address: _____

Telephone: _____ Email: _____

Description of proposed improvements (attach a survey sketch showing the proposed location of the improvements): _____

Proposed installation commencement date: _____

Acknowledgements (please initial by each):

_____ I acknowledge that I must pay \$_____ as an application fee to offset costs of District engineer review of the proposed and final improvements and recording of the Variance agreement.

_____ I acknowledge that any approval is only for the improvements in this application, and that upon completion of the improvements, the District Engineer must certify that the improvements do not exceed the scope of any approval. If my plans change, I must file a new variance application. I further acknowledge that changing the flow of water is the only viable and economic option and I have explored other alternatives prior to submitting this application.

_____ I acknowledge that approval of this variance application is approval from Southaven Community Development District only, and that I am responsible for obtaining any other necessary approvals, including but not limited to approvals from any HOA, St. Johns County, or any other entity having an interest in the property or improvements, as applicable.

_____ I acknowledge that if this variance application is approved, I will be required to execute a Variance Agreement, which will be recorded in the official records of St. Johns County, Florida. No improvements may be installed until the Variance Agreement is executed and recorded.

_____ I acknowledge that this variance application must be made by the legal owner of the property. I certify that I am the legal owner of the property.

Owner’s Signature

Date:

Owner’s Signature

Date:

Please submit this completed application with survey sketch and check to the District Manager by e-mail at mdobbins@rizzetta.com or by mail at Southaven CDD c/o Rizzetta & Company, Inc., 3434 Colwell Avenue, Suite 200, Tampa, FL 33614. Checks payable to Southaven CDD. Please confirm receipt of any information submitted.

After recording, please return to:
Southaven CDD
c/o Rizzetta & Company, Inc.
3434 Colwell Avenue, Suite 200
Tampa, Florida 33614

**VARIANCE AGREEMENT FOR INSTALLATION OF IMPROVEMENTS
WITHIN DISTRICT PROPERTY**

This *Variance Agreement for Installation of Improvements within District Property* (“**Agreement**”) is entered into as of this _____ day of _____, 20____, by and among (“**Owner**”) and Southaven Community Development District (“**District**”).

WITNESSETH:

WHEREAS, Owner is the owner of Lot _____, (“**Lot**”), as per the plat (“**Plat**”) of _____, recorded as Instrument Number _____, of the Public Records of St. Johns County, Florida (“**Property**”); and

WHEREAS, Owner desires to install certain improvements as described on Exhibit A (“**Improvements**”) within a District easement or property described as _____ abutting Owner’s Lot (“**License Area**”), as shown on the Plat; and

WHEREAS, due to the District’s legal interests in the License Area, among other reasons, Owner requires the District’s consent before installing Improvements within the License Area; and

WHEREAS, the District has consented to the installation of the Improvements within the License Area, subject to the terms and conditions set forth in this Agreement.

NOW, THEREFORE, in consideration of good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged, it is understood and agreed as follows:

1. **Recitals.** The recitals set forth above are acknowledged as true and correct and are incorporated herein by reference.
2. **License for Improvements Installation & Maintenance; Limitation.** Subject to the terms of this Agreement, the District hereby grants Owner the right, privilege, and permission to install and maintain removable Improvements on the License Area.
3. **Owner Responsibilities.** The Owner has the following responsibilities:
 - a. The Owner shall be fully responsible for the installation and maintenance of the Improvements.
 - b. The Owner shall be responsible for ensuring that the installation and maintenance of the Improvements are conducted in compliance with all applicable laws (including but not limited to building codes, set back requirements, stormwater permits, etc.).

- c. The District, by entering into this Agreement, does not represent that the District has authority to provide all necessary approvals for the installation of the Improvements. Instead, the Owner shall be responsible for obtaining any applicable permits and approvals relating to the work (including but not limited to any approvals of any applicable homeowner's association, St. Johns County, as well as any other necessary legal interests and approvals).
 - d. The Owner shall ensure that the installation and maintenance of the Improvements does not damage any property or improvements of District, including but not limited to the pond bank or stormwater facilities, or any third party's property, and, in the event of any such damage, the Owner shall immediately repair the damage or compensate the District for such repairs, at the District's option if such repairs are not made timely.
 - e. Owner's exercise of rights hereunder shall not interfere with District's rights relating to the License Area. Further, the Improvements shall be installed in such a manner as to not interfere with or damage any District infrastructure or improvements that may be located within the License Area. It shall be Owner's responsibility to locate and identify any such pre-existing infrastructure and improvements. Further, the Owner shall pay a licensed and insured professional contractor to mark any existing infrastructure and improvements prior to installation of the Improvements and to perform the work to install the Improvements. The District, its officers, supervisors, employees, professional staff and agents shall be named as a certificate holder under the contractors, or Owner's, insurance policy for said work.
 - f. Upon completion of the installation, the Improvements will be owned by the Owner. Owner shall be responsible for the maintenance and care of any such Improvements and agrees to maintain the Improvements in good condition.
 - g. Additionally, the Owner shall keep the License Area free from any materialmen's or mechanic's liens and claims or notices in respect to such liens and claims, which arise by reason of the Owner's exercise of rights under this Agreement, and the Owner shall immediately discharge any such claim or lien.
- 4. Removal and/or Replacement of Improvements.** The permission granted herein is given to Owner as an accommodation and is revocable at any time. Owner acknowledges the legal interest of the District in the License Area described above and agrees never to deny such interest or to interfere in any way with District's use. Owner will exercise the privilege granted herein at Owner's own risk and agrees that Owner will never claim any damages against District for any injuries or damages suffered on account of the exercise of such privilege, regardless of the fault or negligence of the District. Owner further acknowledges that, without notice, the District may remove all, or any portion or portions, of the Improvements installed upon the License Area at Owner's expense, and that the District is not obligated to return or re-install the Improvements to their original location and is not responsible for any damage to the Improvements, or their supporting structure as a result of the removal.
- 5. Indemnification.** Owner agrees to indemnify, defend and hold harmless the District, as well as any officers, supervisors, staff, agents and representatives, and successors and assigns, of the foregoing, against all liability for damages and expenses resulting from, arising out of, or in any way connected with, this Agreement or the exercise of the privileges granted hereunder.
- 6. Covenants Run with the Land.** This Agreement, and all rights and obligations contained herein, shall run with the land and shall be binding upon and inure to the benefit of the parties hereto and their respective heirs, successors and assigns, including, but without limitation, all subsequent owners

of any portions of the property described herein and all persons claiming under them. Whenever the word “Owner” is used herein, it shall be deemed to mean the current owner of the Property and its successors and assigns.

7. **Sovereign Immunity.** 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.
8. **Default.** A default by either party under this Agreement – including but not limited to Owner’s failure to meet its obligations under Section 3 above – shall entitle the other to all remedies available at law or in equity, which may include, but not be limited to, the right of damages and/or specific performance.
9. **Attorney’s Fees & Costs.** The prevailing party in any litigation to enforce the terms of this Agreement shall be entitled to reasonable attorney’s fees and costs.
10. **Counterparts.** This Agreement may be executed in counterparts. Any party hereto may join into this Agreement by executing any one counterpart. All counterparts when taken together shall constitute one agreement.

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IN WITNESS WHEREOF, the parties have caused these presents to be executed the day and date first above written.

Witnesses:

Owner

By: _____

By: _____

Print Name

Print Name

By: _____

Print Name

STATE OF FLORIDA)

COUNTY OF _____)

The foregoing instrument was acknowledged before me by means of [] physical presence or [] online notarization this _____ day of _____, 20____, by _____. He/She [] is personally known to me or [] produced _____ as identification.

NOTARY PUBLIC
(Print, Type or Stamp Commissioned Name of Notary
Public)

[signatures continue on following page]

Tab 4

Updated Summary of Southaven CDD Client Communication Reports (July 31, August 15, September 5, 11 & 17, 2025)

Overview

These reports from The Greenery Inc., prepared by William Allen Flannery, CRM, offer consistent landscape maintenance insights for the Southaven CDD (Markland) property at 61 Clarissa Ln, St. Augustine, FL (20.13 acres). Initial reports (July 31, reported August 1) handled weather-driven weed and detailing issues. Later ones (August 15; September 5 & 11) highlighted resolutions, pruning advancements, and projects like mulch/turf treatments. The newest (September 17, 2025; filename dated 9-18) continues the pruning emphasis across parks, with progress on entrance/exit cleanups and tidy hedgerows—reflecting ongoing refinement. All feature standard cover letters stressing transparency, accomplishments, tasks, and enhancement opportunities. Site maps denote zones (e.g., M for maintenance, A for accomplishments).

Key Maintenance Items (Chronological)

- July 31 Report (Focus: Weed/detailing from heat/rain):

1. Pool Area Grass: Delay in mowing; restoration underway.
2. Clubhouse Backside (Near Pond): Bed weeds; targeted fix.
3. Tennis Court Fence Line: Weed encroachment; prioritized.
4. General Detail Work: Lagging; addressed promptly.
5. Community-Wide Detailing: Weed surge; plan developed.
6. Neighbor Yard Encroachment: Fence trimming planned.

(Photos: Overgrowth in key spots.)

- August 15 Report (Focus: Dog park detailing):

1. Park Near Dog Park: Cleanup for aesthetics/function; work order issued. (Photo: Overgrown paths/benches.)

- September 5 Report (Focus: Initial park pruning):

1. Pocket Park Hedgerow: Partial trim; finishing touches pending. (Photo: Progress with remnants.)

2. Unspecified Park: Pruning planned; in motion. (Photo: Pre-trim overgrowth.)

- September 11 Report (Focus: Shrub transition):

1. Viburnum Shrubs (Parks Z, D, F, X, AA): Light pruning scheduled that week for form/airflow; general to pocket shift mid-week.

- September 17 Report (Focus: Ongoing park pruning; 3 items):

1. Unspecified Park (“Pork” likely typo for Park): Pruning not started; queued. (Photo attachment noted.)

2. Park Shrubs/Hedgerow Near Residence: Additional trimming needed on upper hedgerow to balance heights with lower shrubs. (Photo: Height mismatch.)

3. Another Park Shrubs: Pruning pending; on list. (Photo: Untouched shrubs.)

Accomplishments & Progress (Cumulative; Builds Across Reports)

Trajectory shows evolution: July’s fixes lead to August/September’s turf/irrigation successes, mulch applications, and now extensive pruning/cleanups (e.g., dog park resolved by September 5; exit cleanup by September 11). September 17 emphasizes steady park/entrance work, implying closure on prior pruning dockets:

- From August 15:

1. Front Entrance: Immaculate beds/grass/shrubs; curb appeal elevated. (Photo: Polished entry.)

2. Turf Hotspot: Fixed; vibrant, monitored.

3. Pond Bank: Pristine; functional beauty. (Photo: Tidy edges.)

4. Lagoon Berm: Cleaned thoroughly; aesthetic gain. (Photo: Restored section.)

- From September 5 (Turf/pond/park ties):

1. Dog Park Irrigation: Repaired. (Photo: Post-fix.)

2. Turf/Pond Bank: Optimal condition; superior maintenance. (Photo: Lush stretch.)

3. Park Shrub Pruning: Effective. (Photo: Neat results.)

- From September 11 (Entrance/exit links):

1. Exit-Side Dead Plant Cleanup: Completed approved task. (Photo: Debris removal.)

- From September 17 (Pruning/cleanup focus; 4 items, building on September 11 viburnum/September 5 partials):

1. Entrance Swale Cleaning: Steady advancement. (Photo: Progress shots.)

2. Exit-Side Hedgerow Pruning: Fine work by maintenance team. (Photo: Trimmed adjacent area.)

3. Pocket Park Hedges: Nice production team effort. (Photo: Pruned hedges.)

4. Park Hedgerows: Nice and tidy post-pruning. (Photo: Uniform tidiness.)

Notes to Owner/Client (Cumulative)

- July 31: New Production Manager onboard (experienced); team synergy for standards.

- August 15: Exit cleanup by ~August 22 (done by September 11).

- September 5:

1. Entrance Mulch: Dead material removal/fresh application; set for September 8 (enhances August/September entrance wins).

2. Pruning Lag: Progress but delayed; Manager refocusing for Pocket Parks. Patience appreciated.

- September 11:

1. Turf Treatment: Next week (~September 15-19) for fall lushness (likely complete by now).

- September 17: No new notes; focus remains on pruning momentum.

Overall Trends & Outlook

From July's six reactive items to September 17's three pruning-focused ones, backlogs continue shrinking, with pruning now a core theme (spanning 8+ parks across reports). Wins in irrigation, turf, mulch, and cleanups underscore proactive care, driven by the Production Manager. As of September 19, 2025, the turf treatment and mulch project are presumably finalized, aligning with recent swale/hedgerow progress for seasonal polish. Open items are minimal and targeted, positioning the 20.13-acre landscape for peak aesthetics and health.

Good afternoon,

I am attaching the client communication summary for your review.

In reference to perennials :

Apples for apples and depending on the design, a good budgetary estimate to move all existing annual beds over to perennial beds would range from \$7,500-\$8500 for install. Note annually you are spending slightly more than \$11k on annuals.

I do believe it makes sense to reconsider your current annual spend as I don't think its as effective as it could be.

My suggestion would be to keep the annual bed at the front sign. Keep the annual beds at the entrance to the clubhouse and convert the rest.

I think you would get the biggest bang for your buck by just installing evergreen material where the beds were that I would eliminate instead of perennials. Some ideas would be to replace the roundabout annuals with Loriope for a clean look. Also at the beginning of the sidewalk in front of the clubhouse those 2 beds could be converted to sod or continue the Asiatic Jasmine. Either option would look great and with those changes you could cut 40-50% of your annual spend while still getting that pop of color in key areas.

Work Order Proposal



Property Name: Southaven CDD
Address: 61 Clarissa Lane, Saint Augustine, FL 32095
Client Contact: Melissa Dobbins mdobbins@rizzetta.com
Client Phone #: 904-436-6270 ext 0034

Proposal Date: 9/12/2025
Proposal Work Order #: 83689
Prepared By: WILLIAM FLANNERY

Exit side screening project

Enhancement Proposal: Screening Enhancement on Exit Side with Ligustrum Shrubs

Project Overview

We propose a targeted enhancement to the existing screening on the exit side of the property. This project focuses on filling in the open spaces created by the recent removal of dead shrubs along the hedgerow. By integrating Ligustrum shrubs, we aim to restore a seamless, dense visual barrier while enhancing the overall aesthetic and functionality of the landscape. Ligustrum is an excellent choice for this application due to its rapid growth rate (up to 2 feet per year once established), dense foliage for effective screening, and adaptability to a variety of soil and light conditions. It will complement the current hedgerow by providing year-round evergreen greenery, fragrant white spring flowers, and a polished, low-maintenance look that thrives in Florida's climate.

DESCRIPTION	QTY	SIZE	UNIT PRICE	EXT PRICE	TOTAL PRICE
Site Prep, Debris Disposal, Amendments, Equipment & Clean-Up					\$173.58
Site Prep	1.00	LS	\$173.58	\$173.58	
Irrigation					\$366.90
Repairs and Adjustments	1.00	LS	\$366.90	\$366.90	
Planting Option 1					\$4,256.11
We have two different options. You have a 30 gallon size and a 15 gallon size.					
Ligustrum Japanese - 30 Gal	9.00	30 Gallon	\$472.90	\$4,256.11	
Planting Option 2					\$2,043.88

We have two different options. You have a 30 gallon size and a 15

gallon size.

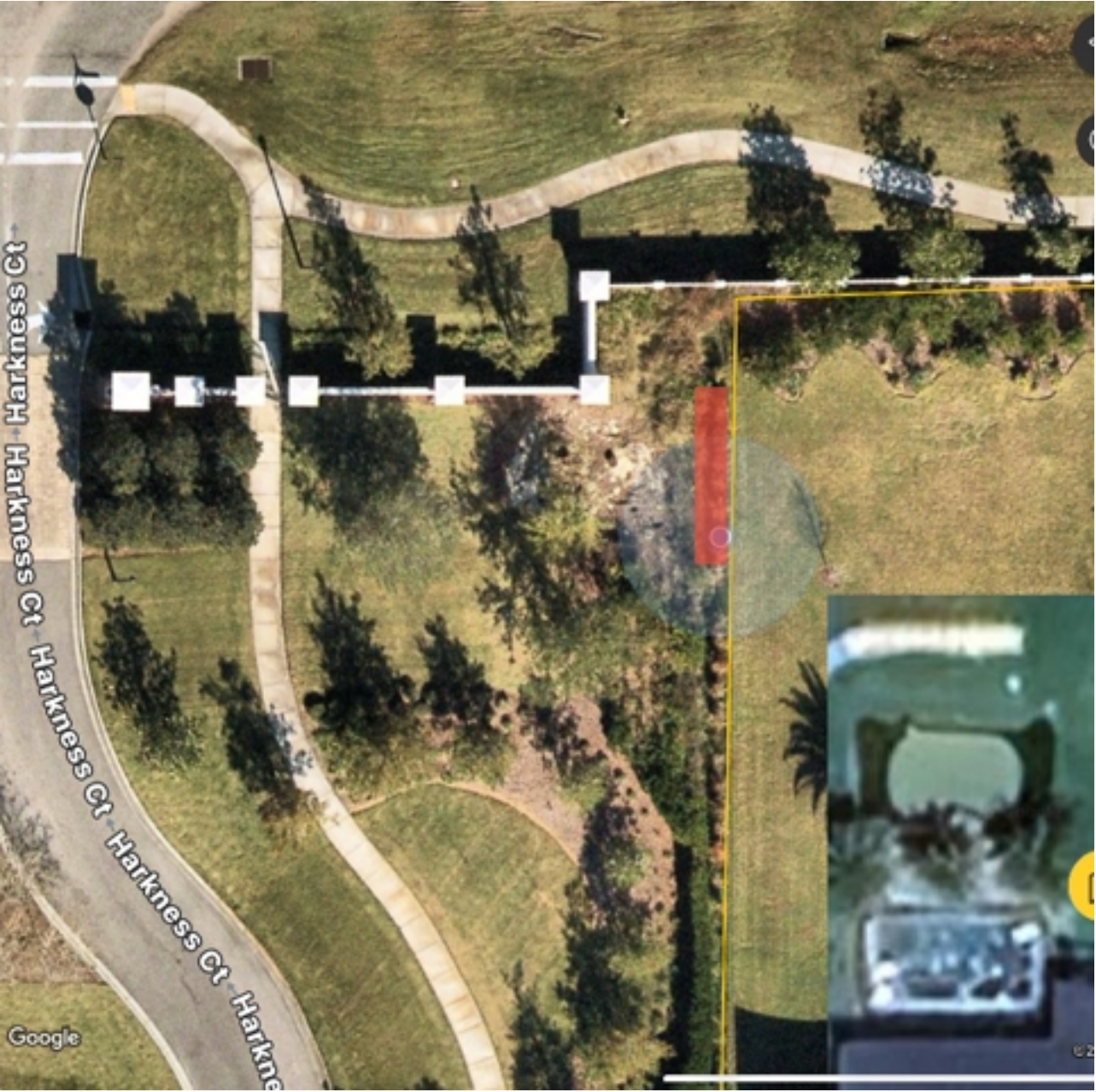
Ligustrum Japanese - 15 Gal	11.00	15 Gallon	\$185.81	\$2,043.88
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Pinestraw & Mulch				\$171.19
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These bags of mulch would be to touch up the work area once shrubs are installed

Bagged Mulch	12.00	EA	\$14.27	\$171.19
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Total for Work Order #83689				\$7,011.66
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TERMS & CONDITIONS

1. **Plant Guarantee.** The Greenery, Inc. guarantees all plantings we supply and install for one year that are covered under an automated irrigation system and maintained under a continuous maintenance agreement by the Greenery, Inc.. This guarantee does not apply to plants that are lost due to abuse, vandalism, animals, fire, lightning, hail, vehicular damage, freeze, neglect, nor Acts of God.
2. **Exclusions.** Transplanted materials, annuals and flowers, plants in pots and planters, and all types of Sod are EXCLUDED from the Plant Guarantee.
3. **Deer.** Damage to or loss of plants due to deer is not covered by any guarantee, expressed or implied. The Greenery, Inc. makes every effort to use deer resistant material; however, due to the increase in their population and their changing habits, the Greenery, Inc. is not responsible for any resultant damage.
4. **Tree Work.** Stumps from tree removal will be cut to within approximately twelve inches above ground level. Stump grinding or removal is not included unless otherwise specified in this proposal. Wood will be left on the premises where lowered and dropped and will be cut into firewood length (approximately 16 to 24 inches lengthwise) unless specified otherwise in this proposal. Splitting, moving or hauling of wood or wood chips will be performed only if specifically stated in this proposal.
5. **Utility Locates.** The Greenery Inc. will call in the utility locates before starting the job. It is the responsibility of the Client/Owner to call in any private utilities that are outside normal location utilities. The Greenery Inc. is not responsible for damage to underground irrigation lines, wiring, pipes, utilities, invisible fencing, or lighting systems whose locations are not properly marked.
6. **Irrigation Pricing.** The existing automated irrigation system is checked at new landscaping areas, adjusted for proper coverage and broken heads and nozzles are replaced as needed. Irrigation adjustments, repairs and additions are billed on a Labor and Materials basis. Labor Rate is \$ 75 / hour. Any irrigation prices included in this bid are an estimation only.
7. **New Construction Irrigation Installation.** Sleeves under roads and sidewalks must be accurately marked and no deeper than 4 feet below surface grade. A water source must be provided by Client/Owner/Developer prior to commencement of irrigation installation. Any temporary irrigation pipe that needs to be installed to access water source, will be billed in addition. The connection of the backflow device to the water meter is the responsibility of the Client/Owner.
8. **Drainage.** Any drainage installation is meant to improve conditions, but does not guarantee a complete elimination of issues. Standing water, puddling, saturated soils and washouts may still occur. Additional work may be needed after initial work is completed. Standing water for up to 48 hours after a significant rainfall is typical for the Lowcountry.
9. **Access to Jobsite.** Client/Owner is to provide all utilities to perform the work. Client/Owner will furnish access to all parts of jobsite where Contractor is to perform work as required by the Contract or other functions related thereto, during normal business hours and other reasonable periods of time. Contractor will perform the work as reasonably practical after the owner makes the site available for the performance of the work.
10. **Invoicing.** Client/Owner will make payment to Contractor within fifteen (15) days upon receipt of invoice. In the event that the completion of work requires more than thirty (30) days, a progress bill will be presented by month end and will be paid within fifteen (15) days upon receipt of invoice.
11. **Disclaimer.** This proposal was estimated and priced based upon a site visit and visual inspection from ground level using ordinary means, at or about the time the proposal was prepared. The price quoted in this proposal for the work described is the result of that ground level visual inspection and therefore our company will not be liable for any additional costs or damages for additional work not described herein, or liable for any incidents/accidents resulting from conditions that were not ascertainable by said ground level visual inspection by ordinary means at the time said inspection was performed. Contractor cannot be held responsible for unknown or otherwise hidden defects. Any corrective work proposed herein cannot guarantee exact results. Professional engineering and/or certified landscape architectural design services are not included in this agreement and are not provided by the Contractor. Any design defects in the Contract Documents are the sole responsibility of the Owner. If the Client/Owner must engage a licensed engineer, architect and/or landscape design professional, any costs concerning these Design Services are to be paid by the Client/Owner directly to the designer involved.
12. **Promotional Clause.** The client hereby assigns the Contractor the irrevocable and unrestricted right to use and publish photographs of the work performed for editorial, trade, advertising, educational and any other purpose in any manner and medium; to alter the same without restriction; and to copyright the same without restriction. The Client releases all

claim to profits that may arise from use of images.

13. Payment. All unpaid balances over 30 days from date of invoice will be subject to the maximum finance charge allowable by law. The Greenery will be entitled to all costs of collection, including reasonable attorneys' fees and it shall be relieved of any obligation to continue performance under this or any other Contract with Client/Owner. Interest at a per annum rate of 1.5% per month (18% per year) or the highest rate permitted by law, may be charged on unpaid balance 30 days after billing. Failure to make payment when due for completed work may result in a mechanic's lien on the title of your property. Credit card payments are subject to a 3% processing fee.

14. A 50% deposit of the total project cost is required to initiate the work. Please refer to the work order number when making your payment. Upon receipt of the deposit, we will confirm the schedule and begin preparing for the installation.

15. The pricing outlined in this proposal is valid for 60 days from the date of issue. After this period, the proposal may be subject to revision based on market conditions and material costs.

Property Name: Southaven CDD
Address: 61 Clarissa Lane, Saint Augustine, FL 32095
Client Contact: Melissa Dobbins mdobbins@rizzetta.com
Client Phone #: 904-436-6270 ext 0034

Proposal Date: 9/12/2025
Proposal Work Order #: 83689
Prepared By: WILLIAM FLANNERY

Total: \$7,011.66
Deposit Amount (50%): \$3,505.83

The pricing outlined in this proposal is valid for 60 days from the date of issue. After this period, the proposal may be subject to revision based on market conditions and material costs.

By WILLIAM FLANNERY
Date WILLIAM FLANNERY
9/12/2025
The Greenery, Inc.

By _____
Date _____

Tab 5



*General Manager Report
Southaven CDD Meeting
October 1st, 2025*

Date of Report: October 1st, 2025

Submitted by: Lisa Licata

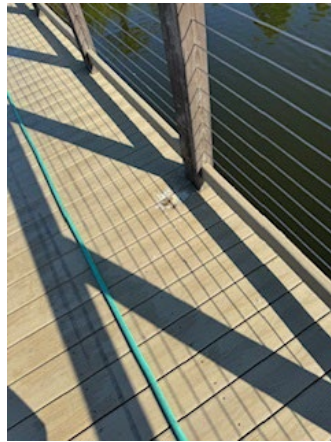
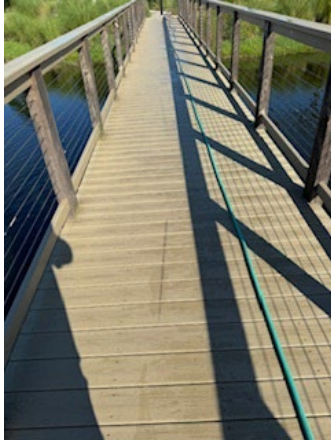
- **Amenity Center**
 - Revenue (see report)
 - Columbus Day-Office Closed
 - Thanksgiving Hours-Office Closed Nov 27-28
 - Cancelled Costco Membership
 - Traffic Study
 - Amazon Device(Board discussion/action)
 - Holiday Lights Install- November 23rd





Field Ops Report Southaven CDD

Date Submitted: October 1st, 2025 Submitted by: Lisa Licata



Pressure washed the bridge.



Hung new chains for the swings.

Markland



Pressure washed the area on Latrobe by the mailboxes.

Daily chores around the Manor House.

Weekly trash around the community.

Weekly pool cleanings and pool deck organization.

Power washed the front and back porches weekly.

Power washed the guard house.

Row Labels	Sum of Amt
Barcode	\$570
Security Card	\$60
(blank)	\$550
Dawn Humphrey	\$550
Grand Total	\$1,180

August to October revenue is \$1180. \$550 was sponsorship money credited back to special programs. \$630 is the revenue total.

Balance at the end of July was $\$9715 + \$630 = \$10345$.

Goal is \$12000 and we have third quarter revenue check that will be sent from Vesta.

Lake Management Report

Job: Markland (Southaven CDD)

Date: 8/14/25

Technician: E McCammack

Equipment: Skiff

Weather: Cloudy

Lake ID:

1. Clear
2. Algae



Lake Management Report

Job: Markland (Southaven CDD)

Date: 8/26/25

Technician: E McCammack

Equipment: Skiff

Weather: Clea

Lake ID:

1. Bio-Zyme
2. Algae, Grasses



Tab 6

**FIRST ADDENDUM TO THE CONTRACT FOR
DISTRICT MANAGEMENT SERVICES**

This First Addendum to the Contract for District Management Services (this “**Addendum**”), is made and entered into as of the 1st day of October, 2025 (the “**Effective Date**”), by and between **Southaven Community Development District**, a local unit of special purpose government established pursuant to Chapter 190, Florida Statutes, located in St. Johns County, Florida (the “**District**”), and **Rizzetta & Company, Inc.**, a Florida corporation (the “**District Manager**”).

RECITALS

WHEREAS, the District and the District Manager entered into the Contract for District Management Services dated October 1, 2024 (the “**Contract**”), incorporated by reference herein; and

WHEREAS, the District and the District Manager desire to amend the Schedule of Fees section of the Contract as further described in this Addendum; and

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

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

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

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

(Remainder of this page is left blank intentionally)

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

ACCEPTED BY:

RIZZETTA & COMPANY, INC.

BY: William J Rizzetta

PRINTED NAME: William J. Rizzetta

TITLE: President

DATE: Aug 15, 2025

SOUTHAVEN COMMUNITY DEVELOPMENT DISTRICT

BY: _____

PRINTED NAME: _____

TITLE: Chairman/Vice Chairman

DATE: _____

ATTEST:

 Vice Chairman/Assistant Secretary
 Board of Supervisors

 Print Name

Schedule of Fees

STANDARD ON-GOING SERVICES:

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

	MONTHLY	ANNUALLY
Management:	\$1,477.25	\$17,727
Administrative:	\$531.75	\$6,381
Accounting - General Fund:	\$1,486.75	\$17,841
Financial & Revenue Collections:	\$354.67	\$4,256
Assessment Roll ⁽¹⁾		\$5,909
Total Standard On-Going Services:	\$3,850.42	\$52,114

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

ADDITIONAL SERVICES:	FREQUENCY	RATE
Extended and Continued Meetings	Hourly	\$ 175
Additional Meetings (includes meeting prep, attendance and drafting of minutes)	Hourly	\$ 175
Estoppel Requests (billed to requestor):		
One Lot (on tax roll)	Per Occurrence	\$ 125
Two+ Lots (on tax roll)	Per Occurrence	\$ 150
One Lot (direct billed by the District)	Per Occurrence	\$ 150
Two–Five Lots (direct billed by the District)	Per Occurrence	\$ 200
Six-Ten Lots (direct billed by the District)	Per Occurrence	\$ 250
Elevent+ Lots (direct billed by the District)	Per Occurrence	\$ 300
Long Term Bond Debt Payoff Requests	Per Occurrence	\$ 150/Lot
Two+ Lots	Per Occurrence	Upon Request
Short Term Bond Debt Payoff Requests & Long Term Bond Debt Partial Payoff Requests		
One Lot	Per Occurrence	\$ 150
Two – Five Lots	Per Occurrence	\$ 200
Six – Ten Lots	Per Occurrence	\$ 300
Eleven – Fifteen Lots	Per Occurrence	\$ 400
Sixteen+ Lots	Per Occurrence	\$ 500
Bond Amortization Schedules	Per Occurrence	\$ 600
Special Assessment Allocation Report	Per Occurrence	Upon Request
True-Up Analysis/Report	Per Occurrence	Upon Request
Re-Financing Analysis	Per Occurrence	Upon Request
Bond Validation Testimony	Per Occurrence	Upon Request
Bond Issue Certifications/Closing Documents	Per Occurrence	Upon Request
Electronic communications/E-blasts	Per Occurrence	Upon Request
Special Information Requests	Hourly	Upon Request
Amendment to District Boundary	Hourly	Upon Request
Grant Applications	Hourly	Upon Request
Escrow Agent	Hourly	Upon Request
Continuing Disclosure/Representative/Agent	Annually	Upon Request
Community Mailings	Per Occurrence	Upon Request
Response to Extensive Public Records Requests	Hourly	Upon Request
Litigation Support Services	Hourly	Upon Request

PUBLIC RECORDS REQUESTS FEES:

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

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

LITIGATION SUPPORT SERVICES:

Litigation Support Services shall be billed hourly to the District pursuant to the current hourly rates shown below:

JOB TITLE:	HOURLY RATE:
President	\$ 500.00
Chief Financial Officer	\$ 450.00
Vice President	\$ 400.00
Controller	\$ 350.00
Regional District Manager	\$ 300.00
Accounting Director	\$ 300.00
Finance Manager	\$ 300.00
Senior District Manager	\$ 275.00
District Manager	\$ 250.00
Amenity Services Manager	\$ 250.00
Business Development Manager	\$ 250.00
Landscape Inspection Services Manager	\$ 250.00
Financial Analyst	\$ 250.00
Senior Accountant	\$ 225.00
Landscape Specialist	\$ 200.00
Administrative Support Manager	\$ 200.00
Senior Financial Associate	\$ 200.00
Senior Administrative Assistant	\$ 200.00
Staff Accountant II	\$ 200.00
District Coordinator	\$ 175.00
Administrative Assistant II	\$ 150.00
District Compliance Associate	\$ 150.00
Staff Accountant	\$ 150.00
Financial Associate	\$ 150.00
Administrative Assistant	\$ 100.00
Accounting Clerk	\$ 100.00
Client Relations Specialist	\$ 100.00

SECOND ADDENDUM TO THE CONTRACT FOR PROFESSIONAL TECHNOLOGY SERVICES

This Second Addendum to the Contract for Professional Technology Services (this “**Addendum**”), is made and entered into as of the 1st day of October, 2025 (the “**Effective Date**”), by and between **Southaven Community Development District**, a local unit of special purpose government established pursuant to Chapter 190, Florida Statutes, located in St. Johns County, Florida (the “**District**”), and **Rizzetta & Company, Incorporated**, a Florida corporation (the “**Consultant**”).

RECITALS

WHEREAS, the District and Rizzetta Technology Services, LLC entered into the Contract for Professional Technology Services dated August 7, 2019 (the “**Contract**”), incorporated by reference herein; and

WHEREAS, the District consented to an assignment of the Contract to the Consultant on December 1, 2021; and

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

WHEREAS, the District and the Consultant desire to add **Exhibit C** – Human Anti-trafficking Affidavit, section of the Contract as further described in this Addendum; and

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

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

The amended **Exhibit B** - Schedule of Fees and add **Exhibit C** – Human Anti-trafficking Affidavit are hereby ratified and confirmed. All other terms and conditions of the Contract remain in full force and effect.

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



Rizzetta & Company

2021-07-27 WJR/RPS

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

ACCEPTED BY:

RIZZETTA & COMPANY, INC.

BY: William J. Rizzetta

PRINTED NAME: William J. Rizzetta

TITLE: President

DATE: Aug 15, 2025

SOUTHAVEN COMMUNITY DEVELOPMENT DISTRICT

BY: _____

PRINTED NAME: _____

TITLE: Chairman/Vice Chairman

DATE: _____

Exhibit B – Schedule of Fees
Exhibit C – Human Trafficking Affidavit



EXHIBIT B
Schedule of Fees

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

			MONTHLY
Website Compliance and Management:			\$ 110.00
Email (50 GB per user) at \$20.00 per month per account:			
Board Supervisor Account	0	x \$20.00	\$ 00.00
Onsite Staff Account	0	x \$20.00	\$ 00.00
Miscellaneous Account	0	x \$20.00	\$ 00.00
Total Standard On-Going Services:			\$ <u>110.00</u>



EXHIBIT C



Rizzetta & Company

2021-07-27 – WJR/RPS

Tab 7



Egis Insurance & Risk Advisors

Is pleased to provide a

Proposal of Insurance Coverage for:

Southaven Community Development District

Please review the proposed insurance coverage terms and conditions carefully.

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

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

About FIA

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

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

Competitive Advantage

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

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

How are FIA Members Protected?

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

In the event of catastrophic property losses due to a Named Storm (i.e., hurricane), the program bears no risk as all losses are passed on to the reinsurers.

What Are Members Responsible For?

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

- Annual Premiums
- Individual Member Deductibles

FIA Bylaws prohibit any assessments or other fees.

Additional information regarding FIA and our member services can be found at www.fia360.org.

Quotation being provided for:

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

Term: October 1, 2025 to October 1, 2026

Quote Number: 100125672

PROPERTY COVERAGE

SCHEDULE OF COVERAGES AND LIMITS OF COVERAGE

COVERED PROPERTY	
Total Insured Values –Building and Contents – Per Schedule on file totalling	\$3,487,546
Loss of Business Income	\$1,000,000
Additional Expense	\$1,000,000
Inland Marine	
Scheduled Inland Marine	\$299,921

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

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

DEDUCTIBLES:		
	\$2,500	Per Occurrence, All other Perils, Building & Contents and Extensions of Coverage.
	5 %	Total Insured Values per building, including vehicle values, for “Named Storm” at each affected location throughout Florida subject to a minimum of \$10,000 per occurrence, per Named Insured.
	Per Attached Schedule	Inland Marine

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

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

TOTAL PROPERTY PREMIUM

\$32,192

Extensions of Coverage

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

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

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

CRIME COVERAGE

<u>Description</u>	<u>Limit</u>	<u>Deductible</u>
Forgery and Alteration	\$100,000	\$1,000
Theft, Disappearance or Destruction	\$100,000	\$1,000
Computer Fraud including Funds Transfer Fraud	\$100,000	\$1,000
Employee Dishonesty, including faithful performance, per loss	\$100,000	\$1,000

Deadly Weapon Protection Coverage

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

AUTOMOBILE COVERAGE

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

GENERAL LIABILITY COVERAGE (Occurrence Basis)

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

PUBLIC OFFICIALS AND EMPLOYMENT PRACTICES LIABILITY (Claims Made)

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

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

Cyber Liability sublimit included under POL/EPLI

Media Content Services Liability
Network Security Liability
Privacy Liability
First Party Extortion Threat
First Party Crisis Management
First Party Business Interruption
Limit: \$100,000 each claim/annual aggregate
Fraudulent Instruction: \$25,000



PREMIUM SUMMARY

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

Term: October 1, 2025 to October 1, 2026

Quote Number: 100125672

PREMIUM BREAKDOWN

Property (Including Scheduled Inland Marine)	\$32,192
Crime	\$500
Automobile Liability	Not Included
Hired Non-Owned Auto	Included
Auto Physical Damage	Not Included
General Liability	\$4,111
Public Officials and Employment Practices Liability	\$3,361
Deadly Weapon Protection Coverage	Included
TOTAL PREMIUM DUE	\$40,164

IMPORTANT NOTE

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

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

Additional Notes:

(None)



PARTICIPATION AGREEMENT
Application for Membership in the Florida Insurance Alliance

The undersigned local governmental entity, certifying itself to be a public agency of the State of Florida as defined in Section 163.01, Florida Statutes, hereby formally makes application with the Florida Insurance Alliance (“FIA”) for continuing liability and/or casualty coverage through membership in FIA, to become effective 12:01 a.m., 10/01/2025, and if accepted by the FIA’s duly authorized representative, does hereby agree as follows:

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

Southaven Community Development District

(Name of Local Governmental Entity)

By: _____
Signature

Print Name

Witness By: _____
Signature

Print Name

IS HEREBY APPROVED FOR MEMBERSHIP IN THIS FUND, AND COVERAGE IS EFFECTIVE October 1, 2025

By: _____
Administrator



PROPERTY VALUATION AUTHORIZATION

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

QUOTATIONS TERMS & CONDITIONS

- 1. Please review the quote carefully for coverage terms, conditions, and limits.
2. The coverage is subject to 25% minimum earned premium as of the first day of the "Coverage Period".
3. Total premium is late if not paid in full within 30 days of inception, unless otherwise stated.
4. Property designated as being within Flood Zone A or V (and any prefixes or suffixes thereof) by the Federal Emergency Management Agency (FEMA), or within a 100 Year Flood Plain as designated by the United States Army Corps of Engineers, will have a Special Flood Deductible equal to all flood insurance available for such property under the National Flood Insurance Program, whether purchased or not or 5% of the Total Insured Value at each affected location whichever the greater.
5. The Florida Insurance Alliance is a shared limit. The limits purchased are a per occurrence limit and in the event an occurrence exhaust the limit purchased by the Alliance on behalf of the members, payment to you for a covered loss will be reduced pro-rata based on the amounts of covered loss by all members affected by the occurrence. Property designated as being within.
6. Coverage is not bound until confirmation is received from a representative of Egis Insurance & Risk Advisors.

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

Table with 3 columns: Coverage Type, Amount, and Description. Includes Building and Content TIV (\$3,487,546), Inland Marine (\$299,921), and Auto Physical Damage (Not Included).

Signature: _____ Date: _____

Name: _____

Title: _____



Southaven Community Development District

Policy No.: 100125672
 Agent: Egis Insurance Advisors LLC (Boca Raton, FL)

Unit #	Description		Year Built	Eff. Date	Building Value		Total Insured Value		
	Address				Const Type	Term Date		Contents Value	Roof Yr Blt
	Roof Shape	Roof Pitch							
1	Gatehouse		2016	10/01/2025	\$61,445		\$64,897		
	60 Harkness Court St. Augustine FL 32095		Joisted masonry	10/01/2026	\$3,452				
	Cross gable			Asphalt shingles					
2	Entry Monument		2016	10/01/2025	\$233,691		\$233,691		
	60 Harkness Court St. Augustine FL 32095		Non combustible	10/01/2026					
3	Precast Wall		2016	10/01/2025	\$180,111		\$180,111		
	60 Harkness Court St. Augustine FL 32095		Masonry non combustible	10/01/2026					
4	Entry Gates - 3 Arm Gates & 2 Iron Swing Gates		2016	10/01/2025	\$28,400		\$28,400		
	60 Harkness Court St. Augustine FL 32095		Non combustible	10/01/2026					
5	3 Benches - Powder Coated Steel		2016	10/01/2025	\$8,034		\$8,034		
	Markland Parks St. Augustine FL 32095		Property in the Open	10/01/2026					
6	Trash Cans and Doggie Pot Stations		2016	10/01/2025	\$6,651		\$6,651		
	Markland Parks St. Augustine FL 32095		Property in the Open	10/01/2026					
7	Clubhouse		2016	10/01/2025	\$1,895,177		\$2,074,549		
	61 Clarissa Lane St. Augustine FL 32095		Joisted masonry	10/01/2026	\$179,372				
	Gable			Asphalt shingles					

Sign: _____ Print Name: _____ Date: _____



Southaven Community Development District

Policy No.: 100125672
 Agent: Egis Insurance Advisors LLC (Boca Raton, FL)

Unit #	Description		Year Built	Eff. Date	Building Value		Total Insured Value
	Address				Const Type	Term Date	
	Roof Shape	Roof Pitch	Roof Covering	Covering Replaced			Roof Yr Blt
8	Pool, Pool Equipment Enclosure and Fencing		2016	10/01/2025	\$298,988		\$298,988
	61 Clarissa Lane St. Augustine FL 32095		Below ground liquid storage tank / pool	10/01/2026			
9	Pool Furniture, Trash Cans and Drinking Fountain		2016	10/01/2025	\$51,943		\$51,943
	61 Clarissa Lane St. Augustine FL 32095		Property in the Open	10/01/2026			
10	Tennis Courts (2) with Basketball Half Court, benches, including fencing, windscreen and shade structure, trash can		2016	10/01/2025	\$101,500		\$101,500
	61 Clarissa Lane St. Augustine FL 32095		Non combustible	10/01/2026			
11	Playground Equipment including benches, trash can		2016	10/01/2025	\$80,866		\$80,866
	61 Clarissa Lane St. Augustine FL 32095		Non combustible	10/01/2026			
12	Cabanas (3) Aluminum Frame with Fabric Drape		2016	10/01/2025	\$16,786		\$16,786
	61 Clarissa Lane St. Augustine FL 32095		Property in the Open	10/01/2026			
13	Shade Structures (2) Wood with shade cloth		2016	10/01/2025	\$22,593		\$22,593
	61 Clarissa Lane St. Augustine FL 32095		Non combustible	10/01/2026			
14	Kayak Launch		2016	10/01/2025	\$33,349		\$33,349
	61 Clarissa Lane St. Augustine FL 32095		Non combustible	10/01/2026			

Sign: _____

Print Name: _____

Date: _____



Southaven Community Development District

Policy No.: 100125672
 Agent: Egis Insurance Advisors LLC (Boca Raton, FL)

Unit #	Description		Year Built	Eff. Date	Building Value		Total Insured Value
	Address				Const Type	Term Date	
	Roof Shape	Roof Pitch					Roof Covering
15	Mailboxes PH 1 (13) & PH 2 (11)		2016	10/01/2025	\$44,637		\$44,637
	Within Community St. Augustine FL 32095		Non combustible	10/01/2026			
16	Markland - Dog Park: 8 Pole Lights, 10 Benches, Dog wash, fountain, waste station, fence - PVC, Chain Link fence with gates		2018	10/01/2025	\$72,792		\$72,792
	61 Clarissa Lane St. Augustine FL 32095		Non combustible	10/01/2026			
17	Walkway Bridge		2016	10/01/2025	\$99,135		\$99,135
	60 Harkness Ct/140 Kirkside Ave St. Augustine FL 32095		Bridges	10/01/2026			
18	2 Entry Monuments Phase 2B		2020	10/01/2025	\$47,509		\$47,509
	Westcott Pkwy St Augustine FL 32095		Non combustible	10/01/2026			
19	Dumpster Enclosure		2023	10/01/2025	\$21,115		\$21,115
	61 Clarissa Lane St Augstine FL 32095		Non combustible	10/01/2026			
Total:			Building Value	Contents Value	Insured Value		
			\$3,304,722	\$182,824	\$3,487,546		

Sign: _____

Print Name: _____

Date: _____



Southaven Community Development District

Policy No.: 100125672
Agent: Egis Insurance Advisors LLC (Boca Raton, FL)

Item #	Department	Serial Number	Classification Code	Eff. date	Value	Deductible
	Description			Term Date		
1			Electronic data processing equipment	10/01/2025	\$1,925	\$1,000
	Security Cameras (3) with DVR & Monitor			10/01/2026		
2			Other inland marine	10/01/2025	\$39,415	\$1,000
	Entry Lighting - 5 Pole Lights, 4 Column Lights, 20 Up Lights			10/01/2026		
3			Other inland marine	10/01/2025	\$29,100	\$1,000
	Lighting - 8 Pole Lights Park D&F			10/01/2026		
4			Other inland marine	10/01/2025	\$47,775	\$1,000
	Various Street Signs in Ph1, 2A & 2B			10/01/2026		
5			Other inland marine	10/01/2025	\$120,000	\$1,000
	Exterior Lighting - 19 Poles with 54 up lights			10/01/2026		
6			Other inland marine	10/01/2025	\$33,946	\$1,000
	Access Control System			10/01/2026		
7			Other inland marine	10/01/2025	\$5,000	\$1,000
	Pool Chair Lift			10/01/2026		
8			Electronic data processing equipment	10/01/2025	\$22,760	\$1,000
	Security System Equipment			10/01/2026		

Total \$299,921

Sign: _____

Print Name: _____

Date: _____

Tab 8



September 23, 2025

Markland • St. Augustine, FL

- Ms. Lisa Licata , General Manager, Vesta Property Services
- Residents of Markland HOA

PROPOSAL FLNE263	
DESCRIPTION	NOT TO EXCEED PRICE
Using a 1:12 slope, repair sidewalk trip hazards measuring ¼” to 2” in height that PSSC can repair on sidewalks in specified areas of the community. As directed by Ms. Licata, PSSC-repairable hazards meeting the specifications will be removed on streets in the following order until \$7,000 of repairs are completed: <ul style="list-style-type: none"> • Upham Lane • Clarissa Lane • Fremont Avenue • Bronson Parkway 	\$7,000
<p>NOTES</p> <ol style="list-style-type: none"> 1. The amount allocated will not be sufficient to complete repairs to all ADA-defined hazards in the areas specified. PSSC will remove PSSC-repairable hazards on streets in the order of priority identified by the community until \$7,000 of repairs have been completed. A list of repaired locations will be provided to the HOA along with the invoice for the work. 2. Based upon the definitions provided by the Federal Americans with Disabilities Act Law (ADA), there are other hazards present throughout the community. However as requested, those hazards are not included in this proposal. 3. Brick pavers laid in sand often sink or move over time, which can create a trip hazard on adjacent concrete. At Markland HOA, this situation exists where sidewalks abut homeowner driveways. PSSC recommends that the pavers be repositioned, which prevents a permanent repair being made to the concrete. In addition, even after the concrete repair is completed to remove the change in level, the pavers will likely continue to shift, sink, or move. Therefore, Ms. Licata directed PSSC to exclude repairs to the concrete sidewalks adjacent to these driveways composed of ungrouted pavers. 4. As directed by the community, hazards found on ADA-detectable warning areas with truncated domes are excluded from this proposal. 5. Sidewalk imperfections such as holes, missing pieces, or hairline cracks that do not cause a change in level cannot be repaired using the PSSC method and are therefore excluded from this proposal. 6. Panels with hazards over 2” in height, severely broken panels, and panels that are hollow underneath are recommended for alternative repair methods. Since PSSC does not provide demolition and replacement, these types of panels are excluded from this proposal. 	

PRECISION SIDEWALK SAFETY CORP

1202 SW 17th Street, Suite 201-122 • Ocala, FL 34471 • www.precisionssidewalksafety.com
Andrew Anderson • 877-799-6783 x 517





AUTHORIZATION TO PROCEED • FAX TO 866-669-1175

SCOPE OF PROJECT	Repair at a 1:12 slope trip hazards measuring ¼” – 2” high that PSSC’s method is able to repair on streets in priority order until the authorized amount is reached as identified in Proposal FLNE263AF. Please initial the price in the cost box below, write in the date, and complete the information in the approved by / billing info table below.	
COMMUNITY	Markland HOA	
COST	NOT TO EXCEED \$7,000	DATE

This proposal provides a price which will not be exceeded given the scope of work specified and is based on: 1) an estimated number of repairs we anticipate our technician(s) will complete and 2) the resulting amount of concrete material our technician(s) will remove to render repairs compliant with approved customer specifications. Your final inventory of repairs may vary from this estimate. PSSC repairs only those uneven sidewalks specifically requested by you, our customer, and therefore makes no guarantee that the property is free of uneven sidewalk hazards. PSSC may not complete a repair(s) because; 1. a hazard’s actual measurement at the time of repair exceeds approved customer specifications, and/or 2. in the crew leader’s judgment, our repair attempt would cause further damage to the concrete slab or be insufficient to satisfactorily remove the existing hazard and/or mitigate its potential liability. Such excluded hazards, if any, will be left "as found" and will require customer’s alternative remedy. After the project is completed, new trip hazards will occur due to tree roots, water, settling, and other natural and man-made causes outside of PSSC’s control. Upon completion of the project, PSSC is not liable for any related claims, losses, or damages. At least 30 minutes prior to the crew’s scheduled departure, customer (or designee) agrees to have inspected and either accepted all repairs as completed, or determined suitable adjustment(s) (if any) as may be required, such that the crew’s departure will not be delayed. PSSC will not be held responsible for cracks or defects in poured concrete that may exist due to materials or methods used by original installer.

The undersigned acknowledges the above explanation of our estimate of work as well as the exclusions set forth in the “Repair Specifications” Section of this Proposal, that he/she is legally authorized to engage Precision Sidewalk Safety Corp to deliver designated work, has seen a sample – photo or actual – of the resulting repair, and agrees to notify or mediate affected property owners.

APPROVED BY	NAME	
	SIGNATURE	
	TITLE	
	PHONE	ALT. PHONE
BILLING INFO (All invoices sent electronically)	INVOICE TO NAME	
	ADDRESS	
	INVOICE TO EMAIL ADDRESS	

Upon receipt of this signed acceptance of the details provided throughout this proposal, PSSC will schedule the requested repairs. Every effort will be made to accommodate the requested start date.

