Rizzetta & Company

Southaven
Community Development District

Board of Supervisors' Meeting
February 4, 2026

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

www.southavencdd.org

Professionals in Community Management

SOUTHAVEN COMMUNITY DEVELOPMENT DISTRICT

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

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

January 28, 2026

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 **February 4, 2026, 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 ITEMS – PART A**
   - A. Discussion Regarding Possible Refunding of Series 2015 & Series 2016 Bonds
5. **BUSINESS ADMINISTRATION**
   - A. Consideration of the Minutes of the Audit Committee Meeting held December 3, 2025 ..... Tab 1
   - B. Consideration of the Minutes of the Board of Supervisors' Meeting Held on December 3, 2025 ..... Tab 2
   - C. Consideration of the Minutes of the Board of Supervisors' Continued Meeting held on January 14, 2026 ..... Tab 3
   - D. Ratification of Operations and Maintenance Expenditures for November and December 2025 ..... Tab 4
   - E. Acceptance of Audit Committee Recommendation
6. **STAFF REPORTS**
   - A. District Counsel
   - B. District Engineer
   - C. Landscape and Maintenance Report ..... Tab 5
     1. Consideration of Landscape Enhancement Proposal
   - D. General Manager Report ..... Tab 6
     1. Amenity & Field Update
     2. Lake Management Report
   - E. District Manager
7. **BUSINESS ITEMS**
   - A. Update on Entrance Gate Virtual Access Control System
   - B. Consideration of Pest Control Proposal ..... Tab 7
   - C. Consideration of the Asphalt Repair Proposal(s) ..... Tab 8
   - D. Consideration of the Pressure Washing Proposal(s) ..... Tab 9
   - E. Consideration of Resolution 2026-01; Conducting the General Election ..... Tab 10

8. AUDIENCE COMMENTS AND SUPERVISOR REQUESTS
9. 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 (904) 436-6270.

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 first **Audit Committee** meeting of Southaven Community Development District was held on **December 3, 2025, at 10:00 a.m.,** at the Markland Amenity Center located at 61 Clarissa Lane St. Augustine, FL 32095

Present and constituting a quorum:

Richard Fetter	**Board Supervisor, Chairman**
Bob Monk	**Board Supervisor, Vice Chairman**
Michael Langer	**Board Supervisor, Assistant Secretary**
Donna Reed	**Board Supervisor, Assistant Secretary**
Jorge Iturralde	**Board Supervisor, Assistant Secretary**

Also present were:

Melissa Dobbins	**District Manager, Rizzetta & Company, Inc.**
Lesley Gallagher	**District Manager, Rizzetta & Company, Inc.**
Katie Buchanan	**District Counsel, Kutak Rock LLP** *(via phone)*
Lisa Licata	**General Manager, Vesta Property Services**
Dan Fagen	**Director of Amenity Operations, Vesta Property Services**
Allen Flannery	**Landscape Account Manager, The Greenery**

Audience in attendance.

FIRST ORDER OF BUSINESS **CALL TO ORDER**

Mr. Fetter called the meeting to order at 10:00 am.

The Pledge of Allegiance was recited.

SECOND ORDER OF BUSINESS **REVIEW INSTRUCTIONS AND CRITERIA FOR PROPOSALS FOR DISTRICT AUDITING SERVICES**

Ms. Dobbins provided a recap of the audit request for proposals (RFP) process. The audit committee reviewed the instructions and criteria presented and discussion ensued regarding requesting proposals with or without pricing included and the weighting of the criteria.

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On a motion by Ms. Reed, seconded by Mr. Monk, with all in favor, the audit committee directed staff to include pricing in the RFP and adjusted the weighting of the criteria as follows: Ability of Personnel at 10 points, Proposer's Experience at 30 points, Understanding the Scope of Work at 20 points, Ability to Furnish the Required Services at 10 points, Price at 30 points , for the Southaven Community Development District.

THIRD ORDER OF BUSINESS **ESTABLISHING A DATE FOR THE SECOND AUDIT COMMITTEE MEETING**

The audit committee set the date for the second Audit Committee meeting to be February 4, 2026, at 10:00 am, prior to the onset of the regular meeting.

FOURTH ORDER OF BUSINESS **ADJOURNMENT**

The audit committee meeting was adjourned and the board moved into the regular meeting.

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_____ _____

Secretary/Assistant Secretary Chairman/Vice Chairman

DRAFT

Tab 2

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 **December 3, 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:

Richard Fetter	**Board Supervisor, Chairman**
Bob Monk	**Board Supervisor, Vice Chairman**
Michael Langer	**Board Supervisor, Assistant Secretary**
Donna Reed	**Board Supervisor, Assistant Secretary**
Jorge Iturralde	**Board Supervisor, Assistant Secretary**

Also present were:

Melissa Dobbins	**District Manager, Rizzetta & Company, Inc.**
Lesley Gallagher	**District Manager, Rizzetta & Company, Inc.**
Katie Buchanan	**District Counsel, Kutak Rock LLP** *(via phone)*
Lisa Licata	**General Manager, Vesta Property Services**
Dan Fagen	**Director of Amenity Operations, Vesta Property Services**
Allen Flannery	**Landscape Account Manager, The Greenery**

Audience in attendance.

FIRST ORDER OF BUSINESS **CALL TO ORDER**

Mr. Fetter called the meeting to order at 10:21 a.m.

** Immediately following the audit committee meeting.*

SECOND ORDER OF BUSINESS **PLEDGE OF ALLEGIANCE**

The Pledge of Allegiance was recited during the Audit Committee meeting, which was held prior to the onset of the regular meeting.

THIRD ORDER OF BUSINESS **AUDIENCE COMMENTS ON AGENDA ITEMS**

There were no audience comments on agenda items.

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FOURTH ORDER OF BUSINESS **CONSIDERATION OF THE MINUTES OF THE BOARD OF SUPERVISORS' MEETING HELD OCTOBER 1, 2025**

> On a motion by Mr. Monk, seconded by Ms. Reed, with all in favor, the Board approved the minutes of the Board of Supervisors' Regular Meeting held October 1, 2025, for the Southaven Community Development District.

FIFTH ORDER OF BUSINESS **RATIFICATION OF THE OPERATION AND MAINTENANCE EXPENDITURES FOR SEPTEMBER AND OCTOBER 2025**

> On a motion by Mr. Fetter, seconded by Ms. Reed, with all in favor, the Board ratified the operation and maintenance expenditures for September 2025 in the amount of $60,272.18, for the Southaven Community Development District.

> On a motion by Mr. Fetter, seconded by Mr. Monk, with all in favor, the Board ratified the operation and maintenance expenditures for October 2025 in the amount of $98,846.13, for the Southaven Community Development District.

SIXTH ORDER OF BUSINESS **STAFF REPORTS**

A. District Counsel

Ms. Buchanan noted that she will have an update under agenda item 6A.

B. District Engineer

Mr. Yuro was not in attendance and there were no questions to be relayed to him.

C. Landscape and Maintenance Report

Mr. Flannery reviewed his report found under tab 3 of the agenda and Mr. Monk noted that he appreciated the level of detail in the landscape report.

1. Consideration of Ornament Grass Proposal

The Board took no action on this item and directed the Landscape Account Manager to bring back a proposal to the February meeting to remove the ornamental grass between the lakes and install sod.

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2. Consideration of Perennial Proposal

> On a motion by Mr. Fetter, seconded by Ms. Reed, with all in favor, the board declined the perennial proposal and approved keeping annuals at rotations three times per year rather than four, for the Southaven Community Development District.

D. General Manager Report

1.) Amenity and Field Updates

Ms. Licata reviewed her report found under tab 4 of the agenda and noted that the chili cook off had been moved from January 11th to January 18th and that she was working on a pickleball tournament for February as well as a polar plunge in January.

Discussion then continued to weights in the fitness room and a request for additional weights to be added. The Board directed staff to purchase a duplicate set of 5-25 lb. weights to match the top row of existing weights and a triangle rack.

Direction was provided to have the rug in the main room professionally cleaned.

Ms. Licata also updated the Board that the sidewalk grinding had been completed in the priority areas.

2.) Lake Management Reports

No questions.

E. District Manager

Ms. Dobbins reviewed her report and provided a brief financial update. Ms. Dobbins noted that the next meeting was February 4th and would be the second audit committee meeting and regular meeting.

1. Update on District FY 25 Goals & Objectives

Ms. Dobbins then provided an update the report for fiscal year 2024/2025 goals and objectives and no changes were made for fiscal year 2025/2026.

SEVENTH ORDER OF BUSINESS **UPDATE ON ENTRANCE GATE VIRTUAL ACCESS CONTROL SYSTEM**

Ms. Buchanan reviewed the current issue regarding the entrance gate virtual access control system and options to resolve.

DRAFT

On a motion by Mr. Fetter, seconded by Ms. Reed, with all in favor, the Board directed District Counsel to send Envera (Hidden Eyes) a letter noting that the District does not intend to renew the original agreement and will pay only what is due under that initial agreement, that the re-sign agreement is not valid, that there are deficiencies and there is a general level of concern regarding how the transaction transpired, for the Southaven Community Development District.

It was requested that any Envera concerns or issues be relayed to Ms. Licata for documentation, and that she send an email to residents requesting they communicate these matters to the District.

EIGHTH ORDER OF BUSINESS **CONSIDERATION OF SOUTHEAST FITNESS REPAIR PM RENEWAL PROPOSAL**

On a motion by Mr. Monk, seconded by Mr. Fetter, with all in favor, the Board approved the Southeast Fitness Repair PM Renewal Proposal for preventative maintenance service twice per year, for the Southaven Community Development District.

NINTH ORDER OF BUSINESS **UPDATE ON POOLSURE POOL CHEMICAL RENEWAL**

On a motion by Mr. Fetter, seconded by Mr. Monk, with all in favor, the board approved the Poolsure renewal reflecting no increase and also approved prepaying the year in advance in December 2025 at an amount of $9018.00 to take advantage of the 5% discount, for the Southaven Community Development District.

TENTH ORDER OF BUSINESS **CONSIDERATION OF SUNBELT ENTRY/EXIT GATE ADJUSTMENT PROPOSAL**

On a motion by Mr. Fetter, seconded by Mr. Langer, with all in favor, the board approved the Sunbelt entry/exit gate adjustment proposal for replacement of J bolt hinges proposal in the amount of $3,195.00, for the Southaven Community Development District.

ELEVENTH ORDER OF BUSINESS **AUDIENCE COMMENTS AND SUPERVISOR REQUESTS**

SUPERVISORS

Mr. Monk had a question about aggressive dogs. It was noted that animal control would be the authority to contact.

Mr. Langer made a comment about including a discussion about cooperation with the POA and discussion about street repairs in the future.

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Mr. Langer expressed gratitude for Ms. Licata and her level of service.

AUDIENCE

No audience present at this time.

TWELFTH ORDER OF BUSINESS **ADJOURNMENT**

On a motion by Mr. Fetter, seconded by Mr. Monk with all in favor, at 12:26 p.m. the Board continued the meeting to January 14, 2026 at 11:00 a.m. at the Markland Amenity Center for further discussion on agenda item 6A, for the Southaven Community Development District.

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_____ _____
Secretary/Assistant Secretary Chairman/Vice Chairman

DRAFT

Tab 3

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 **continued** meeting of the Board of Supervisors of Southaven Community Development District was held **January 14, 2026, at 11:00 a.m.** held at the Markland Amenity Center located at 61 Clarissa Lane, St. Augustine, Florida 32095.

Present and constituting a quorum:

Richard Fetter	**Board Supervisor, Chairman**
Bob Monk	**Board Supervisor, Vice Chairman**
Michael Langer	**Board Supervisor, Assistant Secretary**
Donna Reed	**Board Supervisor, Assistant Secretary**

Also present were:

Lesley Gallagher	**District Manager, Rizzetta & Company, Inc.**
Katie Buchanan	**District Counsel, Kutak Rock LLP** *(via zoom)*
Lisa Licata	**General Manager, Vesta Property Services**

Audience in attendance.

FIRST ORDER OF BUSINESS **CALL TO ORDER**

Mr. Fetter called the meeting to order at 11:02 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 and Mr. Fetter explained that this meeting was being continued from the December 3, 2025 meeting.

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FOURTH ORDER OF BUSINESS **CONSIDERATION OF THE MINUTES OF THE BOARD OF SUPERVISORS' MEETING HELD DECEMBER 3, 2025**

This item was tabled for the February 4, 2026 meeting.

FIFTH ORDER OF BUSINESS **CONSIDERATION OF THE AUDIT COMMITTEE MINUTES HELD ON DECEMBER 3, 2025**

This item was tabled for the February 4, 2026 meeting.

SIXTH ORDER OF BUSINESS **UPDATE ON ENTRANCE GATE VIRTUAL ACCESS CONTROL SYSTEM**

Ms. Buchanan provided an update regarding communications with Envera following the December 3rd meeting. Ms. Buchanan reported that the check issued for the undisputed amount has not yet been cashed, and no response has been received to recent correspondence. Discussion ensued regarding the next steps to be taken.

> On a motion by Mr. Fetter, seconded by Mr. Langer with all in favor, the Board directed Ms. Buchanan to prepare a letter to Envera's CEO and other relevant individuals requiring a response by January 28, 2026. The letter shall state that if no response is received by that date, the District will assume the contract is terminated effectively on January 31, 2026, and that there will be no further obligations to Envera by the Southaven Community Development District.

> On a motion by Mr. Fetter, seconded by Mr. Monk, with all in favor, the Board directed staff to continue the meeting to January 30, 2026, at 11:00 a.m., if necessary, to allow further review of this item, for the Southaven Community Development District.

> On a motion by Mr. Fetter, seconded by Mr. Monk, with all in favor, the board authorized continuing with the new vendor if confirmation is received from Envera that they are accepting the termination of the contract effective January 31, 2026 provided the increase in equipment costs does not exceed $3,000, for the Southaven Community Development District.

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SEVENTH ORDER OF BUSINESS **AUDIENCE COMMENTS AND SUPERVISOR REQUESTS**

SUPERVISORS

No Supervisor Comments.

AUDIENCE

No audience present at this time.

EIGHTH ORDER OF BUSINESS **ADJOURNMENT**

At 11:42 am it was noted that the meeting was being continued to January 30, 2026 at 11:00 am at the current location.

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_____ _____

Secretary/Assistant Secretary Chairman/Vice Chairman

DRAFT

Tab 4

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
November 2025
Presented For Board Approval

Attached please find the check register listing the Operation and Maintenance expenditures paid from November 1, 2025 through November 30, 2025. This does not include expenditures previously approved by the Board.

The total items being presented: **$42,865.52**

Approval of Expenditures:

_____

_____ Chairperson

_____ Vice Chairperson

_____ Assistant Secretary

Southaven Community Development District

Paid Operation & Maintenance Expenditures

November 1, 2025 Through November 30, 2025

Vendor Name	Check Number	Invoice Number	Invoice Description	Invoice Amount
Ancient City Janitorial LLC	300157	2539	Janitorial Services 11/25	$ 859.00
AT&T	20251112-2	322343089 10/25 ACH	Internet & Phone Services 10/25	$ 167.54
AT&T	20251103-1	323860823 10/25 ACH	Internet & Phone Services 10/25	$ 270.88
Clear Waters, Inc.	300164	156840	Aquatic Maintenance 11/25	$ 835.00
COMCAST	20251112-1	8495 74 140 1213297 10/25 ACH	Wireless Telephone Services 10/25	$ 371.45
David Gray Electrical Services, Inc.	300162	388727368	Maintenance & Repairs 10/25	$ 1,253.85
Farm to You Revue, LLC	300155	250811-B	Balance - Barnyard Petting Farm 11/25	$ 375.00
Florida Power & Light Company	20251125-1	111225-0539926444 ACH	Electric Services 10/25	$ 25.66
Florida Power & Light Company	20251125-1	111225-2396585172 ACH	Electric Services 10/25	$ 1,985.26
Florida Power & Light Company	20251125-1	111225-2936844030 ACH	Electric Services 10/25	$ 34.80
Florida Power & Light Company	20251125-1	111225-3005756139 ACH	Electric Services 10/25	$ 94.95

Southaven Community Development District

Paid Operation & Maintenance Expenditures

November 1, 2025 Through November 30, 2025

Vendor Name	Check Number	Invoice Number	Invoice Description	Invoice Amount
Florida Power & Light Company	20251125-1	111225-3111413393 ACH	Electric Services 10/25	$ 25.94
Florida Power & Light Company	20251125-1	111225-6452877167 ACH	Electric Services 10/25	$ 810.66
Florida Power & Light Company	20251125-1	111225-9246030044 ACH	Electric Services 10/25	$ 26.33
Florida Power & Light Company	20251125-1	111225-9779789537 ACH	Electric Services 10/25	$ 28.21
Florida Department of Revenue	20251119-1	111825-6580192295959 ACH	Sales & Use Tax 10/25	$ 51.22
Hancock Bank	300158	44097	Trustee Fees S2015 05/25-11/25	$ 2,000.00
Hancock Bank	300158	44098	Trustee Fees S2016 FY25/26	$ 2,500.00
Kutak Rock, LLP	300159	3644727	Legal Services 08/25	$ 1,478.30
Kutak Rock, LLP	300163	3655459	Legal Services 09/25	$ 1,155.00
Rizzetta & Company, Inc.	300154	INV0000104478	District Management Fees 11/25	$ 4,127.09
St Johns Utility Department	20251118-1	Monthly Summary 10/25 ACH 287	Water Services 10/25	$ 5,544.58

Southaven Community Development District

Paid Operation & Maintenance Expenditures

November 1, 2025 Through November 30, 2025

Vendor Name	Check Number	Invoice Number	Invoice Description	Invoice Amount
St. Johns County Tax Collector	300165	111725-287	Property Tax Postage 11/25	$ 128.65
The Greenery of North Florida, Inc.	300166	796649	Landscape Replacement 10/25	$ 2,755.55
Valley National Bank	20251126-1	CC103125-287 ACH	Credit Card Expenses 10/25	$ 446.91
Vesta Property Services, Inc.	300156	429105	Management & Staffing Services 11/25	$ 14,451.25
Vesta Property Services, Inc.	300156	429298	Billable Mileage 10/25	$ 25.85
VGlobal Tech	300160	7868	Website Compliance & Management 11/25	$ 175.00
Waste Management Inc. of Florida	20251118-2	9761407-2224-1 ACH	Waste Disposal Services 11/25	$ 284.09
Yuro & Associates, LLC	300161	3910	Engineering Services 10/25	$ 577.50
Report Total				**$ 42,865.52**

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
December 2025
Presented For Board Approval

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

The total items being presented: **$97,069.22**

Approval of Expenditures:

_____

_____ Chairperson

_____ Vice Chairperson

_____ Assistant Secretary

Southaven Community Development District

Paid Operation & Maintenance Expenditures

December 1, 2025 Through December 31, 2025

Vendor Name	Check Number	Invoice Number	Invoice Description	Invoice Amount
Ancient City Janitorial LLC	300173	2573	Janitorial Services 12/25	$ 859.00
Anything Under The Sun Services, LLC	300171	14131	Holiday Decorations 12/25	$ 4,886.10
AT&T	20251204-1	111025-323860823 ACH	Internet Services 11/25	$ 270.88
AT&T	20251216-1	112125-322343089 ACH	Internet Services 12/25	$ 167.54
Clear Waters, Inc.	300182	157681	Aquatic Maintenance 12/25	$ 835.00
COMCAST	20251211-1	8495741401213297-111725 ACH	Phone Services 11/25	$ 371.45
Florida Department of Revenue	20251205-1	6580192295959-120425 ACH	Sales & Use Tax 11/25	$ 37.23
Florida Power & Light Company	20251223-1	0539926444-121125 ACH	Electric Services 11/25	$ 25.66
Florida Power & Light Company	20251223-1	2396585172-121125 ACH	Electric Services 11/25	$ 1,985.26
Florida Power & Light Company	20251223-1	2936844030-121125 ACH	Electric Services 11/25	$ 35.51
Florida Power & Light Company	20251223-1	3005756139-121125 ACH	Electric Services 11/25	$ 102.68

Southaven Community Development District

Paid Operation & Maintenance Expenditures

December 1, 2025 Through December 31, 2025

Vendor Name	Check Number	Invoice Number	Invoice Description	Invoice Amount
Florida Power & Light Company	20251223-1	3111413393-121125 ACH	Electric Services 11/25	$ 25.94
Florida Power & Light Company	20251223-1	6452877167-121125 ACH	Electric Services 11/25	$ 844.41
Florida Power & Light Company	20251223-1	9246030044-121125 ACH	Electric Services 11/25	$ 26.44
Florida Power & Light Company	20251223-1	9779789537-121125 ACH	Electric Services 11/25	$ 34.34
Gannett Florida LocaliQ	300183	0007454192	Legal Advertising 11/25	$ 94.48
Hallco Heating & Air LLC dba John D. Hall	300174	28647691	HVAC Maintenance & Repair 07/24	$ 477.00
Hidden Eyes, LLC	300180	287-121525	Security Monitoring & Maintenance 12/25	$ 18,688.18
Kutak Rock, LLP	300175	3669332	Legal Services 10/25	$ 2,046.00
Matthew Verdi	300172	287-102025	Landscape Replacement 10/25	$ 700.00
Poolsure	300181	131295633248	Pool Maintenance 01/26 - 12/26	$ 9,018.88
Rizzetta & Company, Inc.	300167	INV0000105293	District Management Fees 12/25	$ 4,127.09

Southaven Community Development District

Paid Operation & Maintenance Expenditures

December 1, 2025 Through December 31, 2025

Vendor Name	Check Number	Invoice Number	Invoice Description	Invoice Amount
Smith Electrical, Inc.	300179	40104	Pool Maintenance 12/25	$ 229.75
Southeast Fitness Repair	300168	1944	Fitness Equipment Maintenance & Repair 08/25	$ 214.44
Southeast Fitness Repair	300168	2245	Fitness Equipment Maintenance & Repair 11/25	$ 205.00
St Johns Utility Department	20251219-1	559802132013-111925 ACH	Water Services 11/25	$ 1,341.31
St Johns Utility Department	20251219-1	559802132336-111925 ACH	Water Services 11/25	$ 87.22
St Johns Utility Department	20251219-1	559802132338-111925 ACH	Water Services 11/25	$ 56.95
St Johns Utility Department	20251219-1	559802132340-111925 ACH	Water Services 11/25	$ 47.52
St Johns Utility Department	20251219-1	559802132342-111925 ACH	Water Services 11/25	$ 2,351.69
St Johns Utility Department	20251219-1	559802132378-111925 ACH	Water Services 11/25	$ 622.30
St Johns Utility Department	20251219-1	559802132379-111925 ACH	Water Services 11/25	$ 90.95
St Johns Utility Department	20251219-1	559802133630-111925 ACH	Water Services 11/25	$ 12.46

Southaven Community Development District

Paid Operation & Maintenance Expenditures

December 1, 2025 Through December 31, 2025

Vendor Name	Check Number	Invoice Number	Invoice Description	Invoice Amount
St Johns Utility Department	20251219-1	559802134615-111925 ACH	Water Services 11/25	$ 37.38
St Johns Utility Department	20251219-1	559802135720-111925 ACH	Water Services 11/25	$ 284.02
St Johns Utility Department	20251219-1	559802135721-111925 ACH	Water Services 11/25	$ 540.93
St Johns Utility Department	20251219-1	559802135954-111925 ACH	Water Services 11/25	$ 16.27
St Johns Utility Department	20251219-1	559802135956-111925 ACH	Water Services 11/25	$ 36.57
St Johns Utility Department	20251219-1	559802135958-111925 ACH	Water Services 11/25	$ 222.05
St Johns Utility Department	20251219-1	559802135959-111925 ACH	Water Services 11/25	$ 63.18
St Johns Utility Department	20251219-1	559802135961-111925 ACH	Water Services 11/25	$ 12.46
St Johns Utility Department	20251219-1	559802139106-111925 ACH	Water Services 11/25	$ 85.38
Synergy Florida	300176	400816	Maintenance & Repairs 11/25	$ 564.00
The Greenery of North Florida, Inc.	300169	797426	Landscape Maintenance 11/25	$ 13,850.07

Southaven Community Development District

Paid Operation & Maintenance Expenditures

December 1, 2025 Through December 31, 2025

Vendor Name	Check Number	Invoice Number	Invoice Description	Invoice Amount
The Greenery of North Florida, Inc.	300184	800217	Landscape Maintenance 12/25	$ 13,850.07
Turner Pest Control, LLC	300177	621375929	Pest Control 11/25	$ 90.07
Turner Pest Control, LLC	300185	621497272	Pest Control 12/25	$ 90.07
Valley National Bank	20251226-1	CC113025-287 ACH	Credit Card Expenses 11/25	$ 1,147.70
Vesta Property Services, Inc.	300186	429561	Management Services 12/25	$ 14,451.25
VGlobal Tech	300178	7975	Website Compliance & Management 12/25	$ 175.00
Waste Management Inc. of Florida	20251216-2	9765575-2224-1 ACH	Waste Disposal Services 12/25	$ 284.09
William C. Gillespie	300170	065	Special Events 12/25	$ 350.00
Report Total				**$ 97,069.22**

Tab 5

Maintenance Report

Entrance & Streetscapes

- Fresh edging performed along all bed lines to sharpen overall appearance.
- Entrance swale vegetation monitored and maintained; small lilies removed to maintain proper sightlines.

B. Parks & Common Areas

- Multiple parks consistently documented as 'good' condition.
- Weed control successful in dog park walkway landscape beds.
- Production teams kept all turf and ornamental grasses trimmed, clean, and visually appealing.

C. Pools & Amenities

- Amenity pool area are consistently being maintained well.

D. Pathways & Pond Areas

- Ornamental grasses skirting completed along walking paths to reduce hazards.
- Turf along pond edges looking particularly strong and well maintained.

3. Maintenance Items & Operational Issues

A. Irrigation System Problems

- Damaged spray heads confirmed; repairs completed.
- Possible irrigation-related washout observed; team scheduled to investigate.
- Location noted in December report (box drain area) – repairs completed.
- Additional washout observed in January 15 report – work order created.

B. Insect Activity

- Fire ant mounds observed; treatment work orders created and to be executed.

C. Seasonal Plant Behavior

- Annual flowers beginning natural decline; February rotation skipped and monitored.
- Turf in dog park showing early dormancy (normal for cooler months).

4. Plant Healthcare Notes

- Blue Daze may experience frost damage; leave dead tissue until temperatures warm.
- Entrance Jasmine beds require herbicide to suppress grass intrusion.

5. Enhancement Opportunities & Recommendations

A. December 2025 Recommendations

- Remove holly tree killed by lightning-related irrigation blowout; board direction needed.
- Recommend removal of ornamental grass beds and replacement with sod (estimate pending).

B. January 2026 Recommendations

- Address ongoing washout issues near box drain before sidewalk integrity is compromised.
- Revised proposal submitted to convert ornamental grasses into St. Augustine turf.
- If approved, sod installation will be scheduled for March, the optimal time of year for successful establishment.

Work Order Proposal

Proposal Date: 1/19/2026
Proposal Work Order #: 85068
Prepared By: WILLIAM FLANNERY

Property Name: Southaven CDD
Address: 61 Clarissa Lane, Saint Augustine, FL 32095
Client Contact: Lisa Licata Llicata@vestapropertyservices.com
Client Phone #:

Ornamental grass conversion

Landscape Enhancement Proposal: Ornamental Grass Conversion on Westcott Parkway

Project Description:

We plan to refresh convert the area between the two large lakes on Westcott Parkway by removing ornamental grasses that are in poor health and not performing well. We'll replace them with St. Augustine grass to enhance the area's beauty and complement the lakes. Our team will remove the existing ornamental grasses and install sod to this location and ensure a smooth replacement process.

Scope of Work:

- Remove unhealthy or underperforming ornamental grasses from the Westcott Parkway area.
- Install healthy, vibrant St. Augustine grass that fit the lakeside setting.

DESCRIPTION	QTY	SIZE	UNIT PRICE	EXT PRICE	TOTAL PRICE
Site Prep, Debris Disposal, Amendments, Equipment & Clean-Up					**$601.02**
Site Prep	1.00	LS	$133.08	$133.08	
Disposal/Refuse	1.00	LS	$467.94	$467.94	
Sod					**$3,809.41**
St Augustine 'Floratam' Sodding	2,250.00	SF	$1.69	$3,809.41	
Total for Work Order #85068					**$4,410.43**

139

102

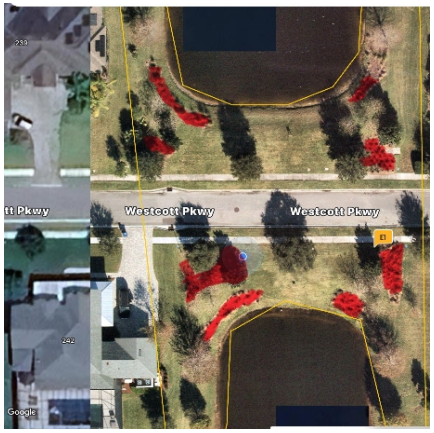
507

204

200

180

700


Westcott Pkwy
Westcott Pkwy
Google

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: Lisa Licata Llicata@vestapropertyservices.com

Client Phone #:

Proposal Date: 1/19/2026

Proposal Work Order #: 85068

Prepared By: WILLIAM FLANNERY

Total: **$4,410.43**

Deposit Amount (50%): **$2,205.22**

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

WILLIAM FLANNERY

Date 1/19/2026

The Greenery, Inc.

By _____

Date _____

Tab 6

General Manager Report
Southaven CDD Meeting
February 4th, 2026

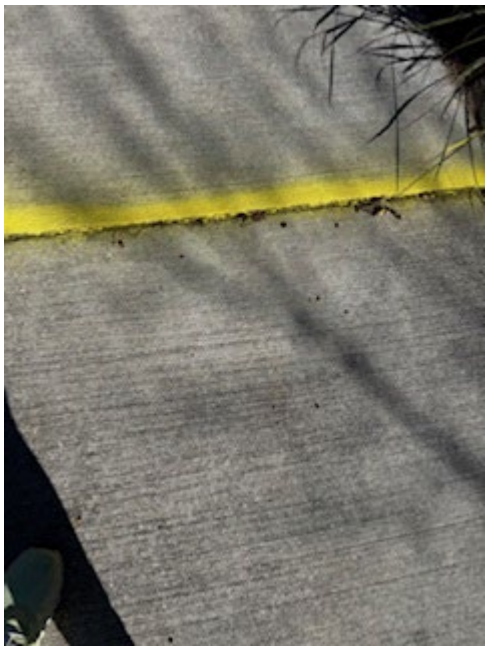
Date of Report: February 4th, 2026 Submitted by: Lisa Licata

- ***Amenity Center***
  - Revenue (see report)
  - Fire Pit Friday- March 6th Sponsored
  - Easter event- Saturday, March 28th
  - Trivia Night- Thursday, March 26th- Sponsored

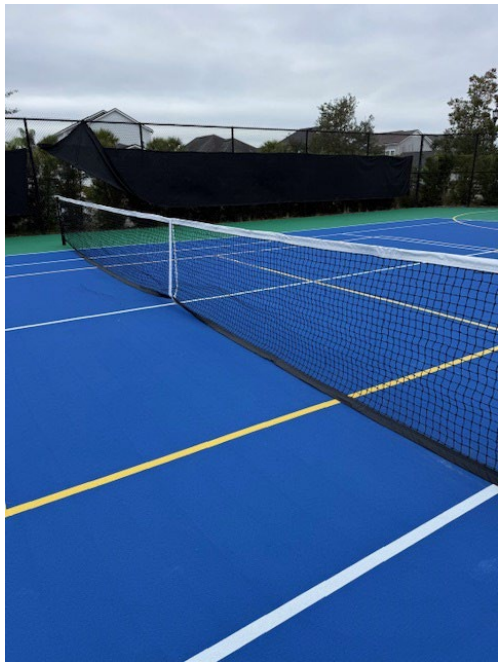
Vested in your community.

Field Ops Report Southaven CDD

Date Submitted: February 4th, 2026 Submitted by: Lisa Licata



Marking hazardous sidewalk areas.



Replaced the old tennis net.

Markland

Pressure washed the pool furniture.

Painted the island.

Pat will continue with indoor projects, painting, patching, and we will do a deep cleaning of the gym.

Routine and regular maintenance in and around the Manor house.

Markland

Vesta

Vested in your community.

Row Labels	Sum of Amt
Barcode	**$660**
Security Card	**$30**
Social Room & Meeting Room	**$1,000**
(blank)	**$1,000**
Dawn Humphrey	$1,000
Grand Total	**$2,690**

December to January revenue is $1690. The $1000 sponsor money gets credited back to Special Events line item.

Balance remaining is $9230.

Lake Management Report

Job: Markland (Southhaven CDD)

Date: 12/12/25

Technician: E McCammack

Equipment: Skiff/ Backpack

Weather: ***Clear/Pt Cloudy***

Lake ID:

1. Algae
2. Bio-Zyme
3. Ditches

Tab 7

3600 Peoria Rd. Suite 205 Orange Park, FL. 32065

(904) 272-2847

www.freedompestcontrolfl.com

Service Proposal

Freedom Pest Control is pleased to offer the below pest control proposal for your business. We appreciate your interest and for allowing us to provide this proposal. We look forward to hearing back from you soon!

Customer(s)/Business Name: Southaven Community Dev. District

Address: 61 Clarissa Lane, St. Augustine, FL 32095

Phone: 904-217-8732

Email: llicata@vestapropertyservices.com

Date: 01/12/2026 (proposals valid for 30 days)

Monthly Pest Control

Our monthly pest control service is designed to eliminate any existing issues and keep your business pest free. Our service includes a full liquid treatment around the entire exterior of your building. Initial treatments may require an inside treatment to ensure complete elimination is achieved. We will return on a monthly basis to maintain the exterior of your building by treating and creating an invisible barrier to continue protecting your office. Our service is guaranteed. In the event you have a live pest issue inside your office, please call our office and we will schedule a service visit for no additional charge. Our service covers ants, spiders, roaches, earwigs, centipedes, millipedes, scorpions, wasps, and silverfish. (Fleas, ticks, bed bugs or rodent treatments are also available when needed for an additional charge). ***Our Monthly Pest Control has a one-year agreement term.***

Initial Treatment: $200.00 Monthly: $150.00

Special Notes - (If anything differs from our standard program described above):

In addition to the above:

Monthly Rodent Control. $160 if we need to install new rodent stations around the manor house.

Then it will be $40 every month for us to monitor and refill the rodent stations every month.

If we use the existing stations on the property, then the initial charge will only be $40.

Four stations will be needed for the rodent control there

Tab 8

Phone: (904) 355-1776 · Fax: (904) 355-1467

P.O. Box 43669 · Jacksonville, FL 32203-3669

www.allproasphalt.net

Proposal submitted to		Work to be performed at	
Name:	Southaven CDD c/o Rizzetta & Co		Markland
Address:	3434 Colwell Ave Suite 200	Address:	61 Clarissa Lane
City:	Tampa FL 33614	City:	St Augustine State: FL 32095
Date:	12/22/25	Contact:	Lisa Licata (904) 315-5171
Bid #	K251222-4A	Email:	llicata@vestapropertyservices.com

We hereby propose to furnish the materials and perform the labor necessary to complete the following:

Asphalt patching:

-sawcut perimeter of (14) damaged pavement areas and remove.

-install 546 SF of 1.5" SP 9.5 hot mix asphalt.

-compact with vibratory roller: **$6,500.00**

Drainage is not guaranteed on asphalt overlays or patchwork due to existing pavement elevations and slopes.

Asphalt is a flexible pavement and will reflect cracking from underlying surfaces. All Pro Asphalt does not guarantee against cracking of asphalt placed over existing cracked, shifting, or settling surfaces or tree root areas.

All Pro Asphalt is not responsible for damage to buried lines, cables, wiring, pipes, utilities, or other obstructions not clearly marked prior to commencement of work.

This proposal is priced for one patching mobilization, each additional at $1,500.00.

Area to be cleared prior to work commencing, customer is responsible for moving of items / vehicles.

This proposal is good for work through: January 2026

Terms are net 30 days. A finance charge of 1.5% per month or 18% per year will be assessed on past-due balances.

If All Pro is required to take any action to collect any sum due hereunder All Pro shall be entitled to recover it's

Attorney's fees and costs incurred to do so, whether incurred before suit, during suit, post-judgment or on appeal.

Exclusions:

-Performance and payment bonds.

-Maintenance of traffic & M.O.T. devices (signs and barricades other than cones) or provision of traffic officers.

-testing or coring of sub base material, testing of base material, or testing of asphalt.

All material is guaranteed to be as specified, and the above work to be performed in accordance with the drawings and specifications submitted for the above work and completed in a substantial workmanlike manner.

Any alteration or deviation from the above specifications involving extra costs will be executed only upon written order, and will become an extra charge over and above the estimate. All agreements contingent upon strikes, accidents or delays beyond our control.

Respectfully Submitted:

Ryan Kibler
Project Manager
rkibler@allproasphalt.net
(904) 418-1182 - cell

Note: This proposal may be withdrawn by us if not accepted within 30 days.

Acceptance of Proposal

The above prices, specifications and conditions are satisfactory and are hereby accepted. You are authorized to do the work as specified.

Date: _____ Signature:_____

All Asphalt Services Inc.

Corporate Offices
598 S. Woodward Ave.
Deland, FL 32720
Federal Tax I.D. 59-3224154
www.AllAsphaltServices.com
Phone: 407-774-2009
Email: allasphaltsvc2@aol.com

Orlando **Jacksonville** **Tampa**

Estimate #
17300
Date
12/24/2025

Name / Address
Markland Southaven CDD 61 Clarissa Ln. St. Augustine, FL 32095

Customer Contact	Customer Phone	Project
Lisa Licata	904-315-5171	

Description	Total
Job Site Address: 61 Clarissa Ln. St. Augustine, FL 32095 PROPOSAL TO REPAIR DAMAGED ASPHALT (SEE MAP) Saw cut or mill, remove and haul away damaged asphalt from 14 areas, up to 546 sq. ft. Deliver and install Type Slll hot asphalt mix rolled and compacted to repair 14 areas, up to 546 sq. ft. Permit, if necessary, by others. If you have any questions regarding this estimate, please contact SCOTT GAWLER at 321-229-2240.	4,915.00

This proposal is valid for 30 days. Please sign and return for confirmation	**Total**	$4,915.00

We propose to furnish material and labor in accordance with the stated specifications. All work is guaranteed as specified. Certificates of insurance provided upon request. Upon acceptance, this document is a binding contract. If legal action is required to collect payment, the customer/owner shall pay all reasonable attorney's fees, court costs, and expenses. In the event of payment withholding, delay, or refusal, All Asphalt Services, Inc. reserves all rights under Florida law, including filing and recording a construction lien against the subject property. Remobilization for causes outside our control will be billed at a minimum of $1,000 per trip. Payment to be made in full upon completion; note that patching may be invoiced separately, prior to sealcoat and striping, due to asphalt curing period. Payments made with credit card will incur a 3.5% processing fee.

ACCEPTANCE OF CONTRACT: The above prices, specifications, and conditions are accepted. You authorize All Asphalt Services, Inc. to perform as specified and agree to pay as outlined. Please sign and return for confirmation.

Signature _____ **Date** _____

Tab 9

AMENITY MANAGEMENT GROUP
AMG

PROPOSAL INVOICE NO. 60

Southaven CDD c/o Rizetta & Co

3434 Caldwell Avenue Suite 200

Tampa, Fl. 33614

Order No:	12226
Valid For:	01/22/2026

Description:

This project includes pressure washing all curbing and sidewalks within the amenity center as well as all surrounding areas provided on the current map of the facility. All pressure washing includes a chlorine rinse and additional work not included in this agreement will be an additional cost.

30 DAY WARRANY ON ALL WORK COMPETED.

Thank you for your business!

Total	$5,252.10

QUOTE #6015

SENT ON:

Jan 23, 2026

RECIPIENT:

Southaven CDD c/o Rizzetta & Co

3434 Colwell Ave
Suite 200
Tampa, Fl 33614

SERVICE ADDRESS:

61 Clarissa Lane
St. Augustine, Fl 32095

SENDER:

Hydro-Kleen Pressure Washing

11318 Distribution Avenue West
Suite 3
Jacksonville, Florida 32256

Phone: (904) 329-5279
Email: info@HydroKleenPW.com
Website: https://HydroKleenPW.com

Product/Service	Description	Qty.	Unit Price	Total
FLATWORK	Clean sidewalk outside neighborhood along International Golf Parkway. Measured in square feet. See Attached scope, Picture A.	12400	$0.12	$1,488.00
FLATWORK	Clean sidewalks and curbs at park and dog park along Renwick Pkwy. Measured in square feet. See Attached scope, Picture A.	4248	$0.12	$509.76
FLATWORK	Clean sidewalks and curbs at park along Latrobe. Measured in square feet. See Attached scope, Picture A. This includes chemicals for hard water rust removal. We will give out best effort to remove all rust, but we cannot guarantee all rust can be removed.	3477	$0.12	$417.24
FLATWORK	Clean sidewalks and curbs at park off Kirkside. Measured in square feet. See Attached scope, Picture A.	2490	$0.12	$298.80
FLATWORK	Clean sidewalks and curbs at traffic circle. This includes pavers in the middle of the circle and park sidewalk. Measured in square feet. See Attached scope, Picture A.	7716	$0.12	$925.92
FLATWORK	Clean sidewalks and curbs at park between Hass and Bronson. Measured in square feet. See Attached scope, Picture A.	4636	$0.12	$556.32
FLATWORK	Clean all sidewalks, curbs, and embedded pavers at the front entrance. Measured in square feet. See Attached scope, Picture A.	6865	$0.12	$823.80
Pressure Wash	Clean guardhouse and front entrance signs/walls. See Attached scope, Picture A.	1	$350.00	$350.00
FLATWORK	Clean small mailbox pad on Westcott. Measured in square feet. See attached scope, Picture B.	213	$0.12	$25.56

QUOTE #6015

SENT ON:

Jan 23, 2026

Product/Service	Description	Qty.	Unit Price	Total
FLATWORK	Clean sidewalks and curbs at park on corner of Westcott and Bronson. Measured in square feet. See attached scope, Picture B.	1862	$0.12	$223.44
FLATWORK	Clean sidewalks and curbs at park on corner of Westcott and Kirkside. Measured in square feet. Also includes curb at island on Latrobe. See attached scope, Picture B.	3557	$0.12	$426.84
FLATWORK	Clean sidewalks and curbs at park on corner of Warden and Aspinwall. Measured in square feet. See attached scope, Picture C.	2065	$0.12	$247.80

Total **$6,293.48**

This quote is valid for the next 30 days, after which values may be subject to change.

Signature: _____ **Date:** _____

Putting On Pressure, INC.
904-501-0440
Pressure Washing and Soft Wash Roof Cleaning

ESTIMATE

EST-001961

Estimate Date: Jan 26, 2026
Expiry Date: Feb 23, 2026

FROM:
Putting On Pressure, Inc.
2817 Pine Acres Rd
St. Augustine, FL, 32086
Email: puttingonpressure@gmail.com
Phone: (904) 501-0440

TO:
Southaven Cdd C/o Rizetta&co
Attn: Lisa Licata
3434 Colwell Avenue
Tampa, FL, 33614
Phone: (904) 315-5171

JOB:

#	Services	Qty	Price	Discount	Tax (%)	Total
1	Treat and Wash All Common Area Curbing	2700.00	$0.50	$0.00	No Tax	$1,350.00
2	Treat and Wash All Common Area Sidewalks/Mailbox Pads/Firepit/Roundabout Pavers	17000.00	$0.17	$0.00	No Tax	$2,890.00
3	Curbing from front gate to property lines around the corner(entry)	1600.00	$0.50	$0.00	No Tax	$800.00
4	Sidewalks from front gate to property lines around the corner(entry)	3280.00	$0.13	$0.00	No Tax	$426.40
5	Curbs on outside of entry gates	159.00	$0.50	$0.00	No Tax	$79.50
6	Sidewalks on outside of entry gates(Front of Neighborhood)	12500.00	$0.17	$0.00	No Tax	$2,125.00
7	4 paver pads in entry	2500.00	$0.20	$0.00	No Tax	$500.00

Subtotal	$8,170.90
Grand Total ($)	$8,170.90

Accepted payment methods
Credit Card, Check, Cash, Credit Note/E-Gift Card

Message
I would be happy to have an opportunity to work with you.

Business powered by Markate.com

Tab 10

RESOLUTION 2026-01

A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE SOUTHAVEN COMMUNITY DEVELOPMENT DISTRICT IMPLEMENTING SECTION 190.006(3), *FLORIDA STATUTES*, AND REQUESTING THAT THE ST. JOHNS COUNTY SUPERVISOR OF ELECTIONS CONDUCT THE DISTRICT'S GENERAL ELECTIONS; PROVIDING FOR COMPENSATION; SETTING FORTH THE TERMS OF OFFICE; AUTHORIZING NOTICE OF THE QUALIFYING PERIOD; AND PROVIDING FOR SEVERABILITY AND AN EFFECTIVE DATE.

WHEREAS, the Southaven Community Development District (**"District"**) is a local unit of special-purpose government created and existing pursuant to Chapter 190, *Florida Statutes*, being situated entirely within unincorporated St. Johns County, Florida; and

WHEREAS, the Board of Supervisors of the District (**"Board"**) seeks to implement Section 190.006(3), *Florida Statutes,* and to instruct the St. Johns County Supervisor of Elections (**"Supervisor"**) to conduct the District's elections by the qualified electors of the District at the general election (**"General Election"**).

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

1. **GENERAL ELECTION SEATS.** Seat 1, currently held by Jorge Iturralde, and Seat 5 currently held by Donna Reed, are scheduled for the General Election in November 2026. The District Manager is hereby authorized to notify the Supervisor of Elections as to what seats are subject to General Election for the current election year.

2. **QUALIFICATION PROCESS.** For each General Election, all candidates shall qualify for individual seats in accordance with Section 99.061, *Florida Statutes*, and must also be a qualified elector of the District. A qualified elector is any person at least 18 years of age who is a citizen of the United States, a legal resident of the State of Florida and of the District, and who is registered to vote with the St. Johns County Supervisor of Elections. Campaigns shall be conducted in accordance with Chapter 106, *Florida Statutes*.

3. **COMPENSATION.** Members of the Board receive $200 per meeting for their attendance and no Board member shall receive more than $4,800 per year.

4. **TERM OF OFFICE.** The term of office for the individuals to be elected to the Board in the General Election is four years. The newly elected Board members shall assume office on the second Tuesday following the election.

5. **REQUEST TO SUPERVISOR OF ELECTIONS.** The District hereby requests the Supervisor to conduct the District's General Election in November 2026. The District understands that it will be responsible to pay for its proportionate share of the General Election cost and agrees to pay same within a reasonable time after receipt of an invoice from the Supervisor.

6. **PUBLICATION.** The District Manager is directed to publish a notice of the qualifying period for each General Election, in a form substantially similar to **Exhibit A** attached hereto.

7. **SEVERABILITY.** The invalidity or unenforceability of any one or more provisions of this Resolution shall not affect the validity or enforceability of the remaining portions of this Resolution, or any part thereof.

8. **EFFECTIVE DATE.** This Resolution shall become effective upon its passage.

PASSED AND ADOPTED this 4th day of February 2026.

SOUTHAVEN COMMUNITY DEVELOPMENT DISTRICT

_____
CHAIRPERSON / VICE CHAIRPERSON

ATTEST:

_____
SECRETARY / ASSISTANT SECRETARY

EXHIBIT A

NOTICE OF QUALIFYING PERIOD FOR CANDIDATES FOR THE BOARD OF SUPERVISORS OF THE SOUTHAVEN COMMUNITY DEVELOPMENT DISTRICT

Notice is hereby given that the qualifying period for candidates for the office of Supervisor of the Southaven Community Development District ("District") will commence at noon on June 8, 2026, and close at noon on June 12, 2026. Candidates must qualify for the office of Supervisor with the St. Johns County Supervisor of Elections located at 4455 Avenue A, Suite 101, St. Augustine, Florida 32095, Ph: (904) 823-2238. All candidates shall qualify for individual seats in accordance with Section 99.061, *Florida Statutes*, and must also be a "qualified elector" of the District, as defined in Section 190.003, *Florida Statutes*. A "qualified elector" is any person at least 18 years of age who is a citizen of the United States, a legal resident of the State of Florida and of the District, and who is registered to vote with the St. Johns County Supervisor of Elections. Campaigns shall be conducted in accordance with Chapter 106, *Florida Statutes*.

The Southaven Community Development District has two (2) seats up for election, specifically seats 1 and 5. Each seat carries a four-year term of office. Elections are nonpartisan and will be held at the same time as the general election on November 3, 2026, and in the manner prescribed by law for general elections.

For additional information, please contact the St. Johns County Supervisor of Elections.

Publish on or before May 25, 2026.