

RECEIVED JUN 10 2019

**MINUTES OF MEETING  
STONEBROOK WEST  
COMMUNITY DEVELOPMENT DISTRICT**

The regular meeting of the Board of Supervisors of the Stoneybrook West Community Development District was held on Wednesday, February 27, 2019 at 6:30 p.m. at the Town Center, 1201 Black Lake Boulevard, Winter Garden, Florida.

Present were:

Tom White	Chairman
George Morgan	Vice Chairman
Haile Andarge	Secretary
Hector Clemente	Assistant Secretary
Thomas Alexander	Assistant Secretary (via telephone)

Also present were:

Bob Koncar	District Manager
Scott Clark	District Attorney
Russ Simmons	Field Service Manager
Residents	

*The following is a summary of the minutes and actions taken at the February 27, 2019 Stoneybrook West Board of Supervisors meeting.*

**FIRST ORDER OF BUSINESS**

**Call to Order**

**SECOND ORDER OF BUSINESS**

**Roll Call**

Mr. Koncar called the meeting to order and called the roll. A quorum was established.

**THIRD ORDER OF BUSINESS**

**Approval/Additions to Agenda**

On MOTION by Mr. Morgan seconded by Mr. Clemente with all in favor the agenda was approved.

**FOURTH ORDER OF BUSINESS**

**Public Comment Period**

There not being any, the next item followed.

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**FIFTH ORDER OF BUSINESS**

**Approval of the Minutes of the November 28, 2018 Meeting**

Mr. Koncar stated each Board member received a copy of the minutes of the November 28, 2018 meeting and requested any additions, corrections or deletions.

On MOTION by Mr. White seconded by Mr. Clemente with all in favor the Minutes of the November 28, 2018 meeting were approved.

**SIXTH ORDER OF BUSINESS**

**District Manager's Report**

**A. Financial Statements and Check Register**

- The financial statements and check register through January 31, 2019 were reviewed.

On MOTION by Mr. Morgan seconded by Mr. Clemente with all in favor the January 31, 2019 Financial Statements and Check Register were approved.

**SEVENTH ORDER OF BUSINESS**

**Staff Reports**

**A. Attorney**

**i. Fee Rates for 2019**

- Mr. Clark commented on the new rate increase from \$270.00 to \$285.00 per hour for attorney services.

On MOTION by Mr. White seconded by Mr. Andarge with all in favor the \$285.00 per hour 2019 fee rate for attorney services was accepted.

**B. Engineer**

There not being any, the next item followed.

**C. Field Operations Manager**

- The monthly Field Management Reports were included in the agenda package.
  - i. BrightView Proposal for One-Time Clean Up**
- Pond mowing and property ownership of the area was discussed.
- It was noted that if the property is adjacent to a CDD street the District is responsible; if it is inside the golf course, as this area is, it is the responsibility of the golf course.

**ii. Consideration of Proposal for Tree Trimming**

- The BrightView Proposal for tree care in retention pond area 1810 Portcastle Circle was discussed.

On MOTION by Mr. Clemente seconded by Mr. Morgan with all in favor the Brightview proposal for tree care in retention pond area 1810 Portcastle Circle was approved.

**iii. Consideration of Inframark Work Order Authorization**

- The Hanson, Walter & Associates Consulting Engineer’s Report; and Inframark Work Order Authorization to perform the work was discussed.

On MOTION by Mr. Clemente seconded by Mr. Morgan with all in favor the Inframark Work Order Authorization in the amount of \$7,050 was approved.

**EIGHTH ORDER OF BUSINESS**

**Other Business**

**A. Stoneybrook West Golf Course**

- Discussion ensued with regard to the sale of the golf course.
- The HOA has submitted an offer for purchase of the golf course.
- Mr. White and District Counsel met with the City Manager. The City is not interested in purchasing the golf course; but may participate if the CDD or HOA wanted to purchase the golf course and underwrite some of the financing; use their tax exempt bonding power to provide the funds that would be done by letting assessments spread over ten years.
- If the CDD was to purchase the golf course, District Counsel recommends they go to the City to provide funding; and engage a third party to operate the golf course.
- Questions and comments were addressed.
- The HOA will keep the Board updated on any response to their offer of purchasing the golf course.
- The Board decided to take a *wait and see* approach to this item.

**NINTH ORDER OF BUSINESS**

**Supervisor Comments**

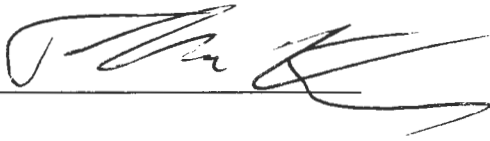
There not being any, the next item followed.

**TENTH ORDER OF BUSINESS**

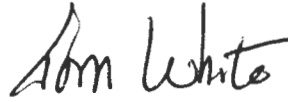
**Adjournment**

There being no further business,

On MOTION by Mr. Morgan seconded by Mr. Clemente with all in favor the meeting was adjourned.



Secretary



Tom White  
Chairman

# Stoneybrook West Community Development District

## Board of Supervisors

- Tom White, Chairman
- George Morgan, Vice Chairman
- Haile Andarge, Secretary
- Thomas Alexander, Secretary
- Hector O. Clemente, Assistant Secretary

- Robert Koncar, District Manager
- Kristen Suit, District Manager
- Scott D. Clark, District Counsel
- Mark Vincutonis, District Engineer
- Ariel Medina, Project Coordinator
- Freddy Blanco, Field Service Manager
- Russell Simmons, Field Service Manager

## Regular Meeting Agenda

February 27, 2019 – 6:30 p.m.

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1. **Call to Order**
2. **Roll Call**
3. **Approval/Additions to Agenda**
4. **Public Comment Period**
5. **Approval of the Minutes of the November 28, 2018 Meeting**
6. **District Manager's Report**
  - A. Financial Statements and Check Register
7. **Staff Reports**
  - A. Attorney
    - i. Fee Rates for 2019
  - B. Engineer
  - C. Field Operations Manager
    - i. BrightView Proposal for One-Time Clean Up
    - ii. Consideration of Proposal for Tree Trimming
    - iii. Consideration of Inframark Work Order Authorization
8. **Other Business**
  - A. Stoneybrook West Golf Course
9. **Supervisor Comments**
10. **Adjournment**

### The next meeting is scheduled for May 29, 2019

**NOTES:** Pursuant to Section 1.4(2) of the Stoneybrook West CDD General and Procedural Rules, the agenda may be changed before or at the meeting or workshop for good cause stated by the presiding officer and recorded in the minutes. A matter not requiring a public hearing may be added to the agenda for discussion and action by the Board, if appropriate.

**District Office:**  
313 Campus Street  
Celebration, Florida 34747  
407-566-1935

[www.StoneybrookWestCDD.org](http://www.StoneybrookWestCDD.org)

**Meeting Location:**  
Town Center  
1201 Black Lake Boulevard  
Winter Garden, Florida

Published Daily  
ORANGE County, Florida

STATE OF FLORIDA

COUNTY OF ORANGE

Before the undersigned authority personally appeared Marella Green / Maria Torres / Karen Pistone, who on oath says that he or she is an Advertising Representative of the ORLANDO SENTINEL, a DAILY newspaper published at the ORLANDO SENTINEL in ORANGE County, Florida; that the attached copy of advertisement, being a Legal Notice in the matter of 11150-Public Hearing Notice, - was published in said newspaper in the issues of Sep 10, 2018.

Affiant further says that the said ORLANDO SENTINEL is a newspaper published in said ORANGE County, Florida, and that the said newspaper has heretofore been continuously published in said ORANGE County, Florida, each day and has been entered as periodicals matter at the post office in ORANGE County, Florida, in said ORANGE County, Florida, for a period of one year next preceding the first publication of the attached copy of advertisement; and affiant further says that he or she has neither paid nor promised any person, firm or corporation any discount, rebate, commission or refund for the purpose of securing this advertisement for publication in the said newspaper.

Marella Green  
Signature of Affiant

Marella Green  
Printed Name of Affiant

Sworn to and subscribed before me on this 10 day of September, 2018,  
by above Affiant, who is personally known to me ( X ) or who has produced  
identification ( ).

Jean M Gailie  
Signature of Notary Public



Name of Notary, Typed, Printed, or Stamped

**NOTICE OF MEETINGS**  
**STONEBROOK WEST COMMUNITY DEVELOPMENT DISTRICT**  
The Board of Supervisors of the Stonebrook West Community Development District will hold their meetings for Fiscal Year 2019 at the Town Center, 1201 Black Lake Boulevard, Winter Garden, Florida at 6:30 p.m. on the last Wednesday of the following months:

November 28, 2018  
February 27, 2019  
May 29, 2019  
July 31, 2019

Meetings may be continued to a date and time certain which will be announced at the meetings. There may be occasions when one or more Supervisors will participate by telephone. At the above location there will be present a speaker telephone so that any interested person can attend the meeting at the above location and be fully informed of the discussions taking place either in person or by telephone communication.

Any person requiring special accommodations at these meetings because of a disability or physical impairment should contact the District Manager's Office at least forty-eight (48) hours prior to the meeting. If you are hearing or speech impaired, please contact the Florida Relay Service by dialing 7-1-1, or 1-800-955-8771 (TTY) / 1-800-955-8770 (Voice), for aid in contacting the District Manager's Office.

Each person who decides to appeal any action taken at these meetings is advised that person will need a record of the proceedings and that accordingly, the person may need to ensure that a verbatim record of the proceedings is made, including the testimony and evidence upon which such appeal is to be based.

Robert Koncar  
District Manager

**STONEBROOK WEST**  
**Community Development District**

*Financial Report*

*January 31, 2019*

**Table of Contents**

**FINANCIAL STATEMENTS**

Balance Sheet - All Funds	Page 1
Statement of Revenues, Expenditures and Changes in Fund Balance	
General Fund	Page 2 - 3
Debt Service Fund - Series 2005	Page 4
Debt Service Fund - Series 2008	Page 5
Debt Service Fund - Series 2018	Page 6
Capital Projects Fund - Series 2005	Page 7
Notes to the Financial Statements	Page 8 - 9

**SUPPORTING SCHEDULES**

Non-Ad Valorem Special Assessments Schedules	Page 10
Cash and Investment Report	Page 11
Bank Reconciliation	Page 12 - 13

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**STONEBROOK WEST  
Community Development District**

**Financial Statements**

(Unaudited)

January 31, 2019

**Balance Sheet**  
January 31, 2019

<u>ACCOUNT DESCRIPTION</u>	<u>GENERAL FUND</u>	<u>SERIES 2018 A-1 AND A-2 FUND</u>	<u>TOTAL</u>
<b><u>ASSETS</u></b>			
Cash - Checking Account	\$ 741,243	\$ -	\$ 741,243
Due From Other Funds	-	510,162	510,162
Investments:			
Money Market Account	145,275	-	145,275
Cost of Issuance (A-1)	-	663	663
Cost of Issuance (A-2)	-	6,745	6,745
Revenue Fund (A-1)	-	2,392	2,392
Revenue Fund (A-2)	-	14,572	14,572
Deposits	685	-	685
<b>TOTAL ASSETS</b>	<b>\$ 887,203</b>	<b>\$ 534,534</b>	<b>\$ 1,421,737</b>
<b><u>LIABILITIES</u></b>			
Accounts Payable	\$ 2,525	\$ -	\$ 2,525
Due To Other Funds	510,162	-	510,162
<b>TOTAL LIABILITIES</b>	<b>512,687</b>	<b>-</b>	<b>512,687</b>
<b><u>FUND BALANCES</u></b>			
<b>Nonspendable:</b>			
Deposits	685	-	685
<b>Restricted for:</b>			
Debt Service	-	534,534	534,534
<b>Assigned to:</b>			
Operating Reserves	60,570	-	60,570
<b>Unassigned:</b>			
	313,261	-	313,261
<b>TOTAL FUND BALANCES</b>	<b>\$ 374,516</b>	<b>\$ 534,534</b>	<b>\$ 909,050</b>
<b>TOTAL LIABILITIES &amp; FUND BALANCES</b>	<b>\$ 887,203</b>	<b>\$ 534,534</b>	<b>\$ 1,421,737</b>

**Statement of Revenues, Expenditures and Changes in Fund Balances**  
For the Period Ending January 31, 2019

ACCOUNT DESCRIPTION	ANNUAL ADOPTED BUDGET	YEAR TO DATE BUDGET	YEAR TO DATE ACTUAL	VARIANCE (\$) FAV(UNFAV)
<b><u>REVENUES</u></b>				
Interest - Investments	\$ 1,500	\$ 500	\$ 2,045	\$ 1,545
Interest - Tax Collector	-	-	249	249
Special Assmnts- Tax Collector	250,807	220,714	216,402	(4,312)
Special Assmnts- Discounts	(10,032)	(8,831)	(8,653)	178
<b>TOTAL REVENUES</b>	<b>242,275</b>	<b>212,383</b>	<b>210,043</b>	<b>(2,340)</b>
<b><u>EXPENDITURES</u></b>				
<b><u>Administration</u></b>				
P/R-Board of Supervisors	4,000	1,000	1,400	(400)
FICA Taxes	306	77	107	(30)
ProfServ-Arbitrage Rebate	600	-	-	-
ProfServ-Dissemination Agent	2,000	2,000	-	2,000
ProfServ-Engineering	5,000	1,667	2,851	(1,184)
ProfServ-Legal Services	10,000	3,333	1,688	1,645
ProfServ-Mgmt Consulting Serv	41,237	13,746	13,746	-
ProfServ-Property Appraiser	3,746	3,746	1,874	1,872
ProfServ-Special Assessment	5,150	1,717	1,717	-
ProfServ-Trustee Fees	8,000	2,200	5,421	(3,221)
Auditing Services	5,500	-	-	-
Postage and Freight	800	267	171	96
Insurance - General Liability	7,904	7,904	7,000	904
Printing and Binding	1,108	369	884	(515)
Legal Advertising	2,000	667	438	229
Miscellaneous Services	600	200	202	(2)
Misc-Assessmnt Collection Cost	3,762	-	-	-
Office Supplies	400	133	66	67
Annual District Filing Fee	175	175	175	-
<b>Total Administration</b>	<b>102,288</b>	<b>39,201</b>	<b>37,740</b>	<b>1,461</b>
<b><u>Field</u></b>				
ProfServ-Field Management	10,609	3,536	3,536	-
Contracts-Lake and Wetland	46,074	15,358	16,267	(909)

**Statement of Revenues, Expenditures and Changes in Fund Balances**  
For the Period Ending January 31, 2019

<b>ACCOUNT DESCRIPTION</b>	<b>ANNUAL ADOPTED BUDGET</b>	<b>YEAR TO DATE BUDGET</b>	<b>YEAR TO DATE ACTUAL</b>	<b>VARIANCE (\$) FAV(UNFAV)</b>
Contracts-Landscape	40,824	13,608	11,608	2,000
Contracts-Pest Control	18,480	6,180	8,186	(2,026)
Electricity - General	18,000	6,000	6,258	(258)
Misc-Contingency	6,000	2,000	-	2,000
<b>Total Field</b>	<b>139,987</b>	<b>46,662</b>	<b>45,855</b>	<b>807</b>
<b>TOTAL EXPENDITURES</b>	<b>242,275</b>	<b>85,863</b>	<b>83,585</b>	<b>2,268</b>
Excess (deficiency) of revenues Over (under) expenditures	-	126,520	126,448	(72)
Net change in fund balance	\$ -	\$ 126,520	\$ 126,448	\$ (72)
<b>FUND BALANCE, BEGINNING (OCT 1, 2018)</b>	<b>248,068</b>	<b>248,068</b>	<b>248,068</b>	
<b>FUND BALANCE, ENDING</b>	<b>\$ 248,068</b>	<b>\$ 374,588</b>	<b>\$ 374,516</b>	

**Statement of Revenues, Expenditures and Changes in Fund Balances**  
For the Period Ending January 31, 2019

ACCOUNT DESCRIPTION	ANNUAL ADOPTED BUDGET	YEAR TO DATE BUDGET	YEAR TO DATE ACTUAL	VARIANCE (\$) FAV(UNFAV)
<b><u>REVENUES</u></b>				
Interest - Investments	\$ 100	\$ 33	\$ 28	\$ (5)
Special Assmnts- Tax Collector	77,517	68,215	68,643	428
Special Assmnts- Discounts	(3,101)	(2,418)	(2,746)	(328)
<b>TOTAL REVENUES</b>	<b>74,516</b>	<b>65,830</b>	<b>65,925</b>	<b>95</b>
<b><u>EXPENDITURES</u></b>				
<b><u>Administration</u></b>				
Misc-Assessmnt Collection Cost	1,163	-	-	-
<b>Total Administration</b>	<b>1,163</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b><u>Debt Service</u></b>				
Principal Debt Retirement	25,000	-	-	-
Interest Expense	42,630	21,315	-	21,315
<b>Total Debt Service</b>	<b>67,630</b>	<b>21,315</b>	<b>-</b>	<b>21,315</b>
<b>TOTAL EXPENDITURES</b>	<b>68,793</b>	<b>21,315</b>	<b>-</b>	<b>21,315</b>
Excess (deficiency) of revenues Over (under) expenditures	5,723	44,515	65,925	21,410
<b><u>OTHER FINANCING SOURCES (USES)</u></b>				
Operating Transfers-Out	-	-	(181,440)	(181,440)
Contribution to (Use of) Fund Balance	5,723	-	-	-
<b>TOTAL FINANCING SOURCES (USES)</b>	<b>5,723</b>	<b>-</b>	<b>(181,440)</b>	<b>(181,440)</b>
Net change in fund balance	\$ 5,723	\$ 44,515	\$ (115,515)	\$ (160,030)
<b>FUND BALANCE, BEGINNING (OCT 1, 2018)</b>	<b>115,515</b>	<b>115,515</b>	<b>115,515</b>	
<b>FUND BALANCE, ENDING</b>	<b>\$ 121,238</b>	<b>\$ 160,030</b>	<b>\$ -</b>	

**Statement of Revenues, Expenditures and Changes in Fund Balances**  
For the Period Ending January 31, 2019

ACCOUNT DESCRIPTION	ANNUAL ADOPTED BUDGET	YEAR TO DATE BUDGET	YEAR TO DATE ACTUAL	VARIANCE (\$) FAV(UNFAV)
<b><u>REVENUES</u></b>				
Interest - investments	\$ 300	\$ 100	\$ 92	\$ (8)
Special Assmnts- Tax Collector	531,649	467,851	453,219	(14,632)
Special Assmnts- Discounts	(21,266)	(18,715)	(18,136)	579
<b>TOTAL REVENUES</b>	<b>510,683</b>	<b>449,236</b>	<b>435,175</b>	<b>(14,061)</b>
<b><u>EXPENDITURES</u></b>				
<b><u>Administration</u></b>				
Misc-Assessmnt Collection Cost	7,975	-	-	-
<b>Total Administration</b>	<b>7,975</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b><u>Debt Service</u></b>				
Principal Debt Retirement	255,000	-	-	-
Interest Expense	251,286	125,643	-	125,643
<b>Total Debt Service</b>	<b>506,286</b>	<b>125,643</b>	<b>-</b>	<b>125,643</b>
<b>TOTAL EXPENDITURES</b>	<b>514,261</b>	<b>125,643</b>	<b>-</b>	<b>125,643</b>
Excess (deficiency) of revenues Over (under) expenditures	(3,578)	323,593	435,175	111,582
<b><u>OTHER FINANCING SOURCES (USES)</u></b>				
Operating Transfers-Out	-	-	(823,640)	(823,640)
Contribution to (Use of) Fund Balance	(3,578)	-	-	-
<b>TOTAL FINANCING SOURCES (USES)</b>	<b>(3,578)</b>	<b>-</b>	<b>(823,640)</b>	<b>(823,640)</b>
Net change in fund balance	\$ (3,578)	\$ 323,593	\$ (388,465)	\$ (712,058)
<b>FUND BALANCE, BEGINNING (OCT 1, 2018)</b>	<b>388,465</b>	<b>388,465</b>	<b>388,465</b>	
<b>FUND BALANCE, ENDING</b>	<b>\$ 384,887</b>	<b>\$ 712,058</b>	<b>\$ -</b>	

**Statement of Revenues, Expenditures and Changes in Fund Balances**  
For the Period Ending January 31, 2019

ACCOUNT DESCRIPTION	ANNUAL ADOPTED BUDGET	YEAR TO DATE BUDGET	YEAR TO DATE ACTUAL	VARIANCE (\$) FAV(UNFAV)
<b>REVENUES</b>				
Interest - Investments	\$ -	\$ -	\$ 24	\$ 24
<b>TOTAL REVENUES</b>	<b>-</b>	<b>-</b>	<b>24</b>	<b>24</b>
<b>EXPENDITURES</b>				
<b>Debt Service</b>				
Cost of Issuance	-	-	197,284	(197,284)
<b>Total Debt Service</b>	<b>-</b>	<b>-</b>	<b>197,284</b>	<b>(197,284)</b>
<b>TOTAL EXPENDITURES</b>	<b>-</b>	<b>-</b>	<b>197,284</b>	<b>(197,284)</b>
Excess (deficiency) of revenues Over (under) expenditures			(197,260)	(197,260)
<b>OTHER FINANCING SOURCES (USES)</b>				
Interfund Transfer - In	-	-	1,023,752	1,023,752
Loan/Note Proceeds	-	-	5,545,000	5,545,000
Operating Transfers-Out	-	-	(238,985)	(238,985)
Pymt to Escrow Acct-Refunding	-	-	(5,597,973)	(5,597,973)
<b>TOTAL FINANCING SOURCES (USES)</b>	<b>-</b>	<b>-</b>	<b>731,794</b>	<b>731,794</b>
Net change in fund balance	\$ -	\$ -	\$ 534,534	\$ 534,534
<b>FUND BALANCE, BEGINNING (OCT 1, 2018)</b>	<b>-</b>	<b>-</b>	<b>-</b>	
<b>FUND BALANCE, ENDING</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 534,534</b>	

**Statement of Revenues, Expenditures and Changes in Fund Balances**  
For the Period Ending January 31, 2019

ACCOUNT DESCRIPTION	ANNUAL ADOPTED BUDGET	YEAR TO DATE BUDGET	YEAR TO DATE ACTUAL	VARIANCE (\$) FAV(UNFAV)
<b>REVENUES</b>				
Interest - Investments	\$ -	\$ -	\$ 5	\$ 5
<b>TOTAL REVENUES</b>	<b>-</b>	<b>-</b>	<b>5</b>	<b>5</b>
<b>EXPENDITURES</b>				
<b>TOTAL EXPENDITURES</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
Excess (deficiency) of revenues Over (under) expenditures	-	-	5	5
<b>OTHER FINANCING SOURCES (USES)</b>				
Operating Transfers-Out	-	-	(18,672)	(18,672)
<b>TOTAL FINANCING SOURCES (USES)</b>	<b>-</b>	<b>-</b>	<b>(18,672)</b>	<b>(18,672)</b>
Net change in fund balance	\$ -	\$ -	\$ (18,667)	\$ (18,667)
FUND BALANCE, BEGINNING (OCT 1, 2018)	-	-	18,667	
FUND BALANCE, ENDING	\$ -	\$ -	\$ -	



**Notes to the Financial Statements**  
*January 31, 2019*

**Balance Sheet**

**General Fund**

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**Assets**

- **Cash and Investments** - See Cash and Investment Report for further details.
- **Deposits** - Duke Energy utility deposit.

**Liabilities**

- **Accounts Payable** - Outstanding Invoices paid in February.

**Debt Service & Capital Funds**

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**Assets**

- **Investments** - See Cash and Investment Report for further details.

**Notes to the Financial Statements**

January 31, 2019

**Revenues, Expenditures and Change in Fund Balances**

**Financial Overview / Highlights**

- ▶ The non-ad valorem assessments are 86% collected.
- ▶ The total expenditures are at approximately 35% of the YTD budget.
- ▶ Significant variances explained below.

**Variance Analysis**

Account Name	YTD Budget	YTD Actual	% of Budget	Explanation
<b>Expenditures</b>				
<b><u>Administrative</u></b>				
ProfServ-Engineering	\$ 5,000	\$ 2,851	57%	Hanson Walter & Associates - Engineering Invoices through Jan 2019.
ProfServ - Trustee	\$ 8,000	\$ 5,421	68%	US Bank Trustee Fees for Series 2005 and 2008.
Insurance - General Liability	\$ 7,904	\$ 7,000	89%	General Liability Insurance - FY 19
Printing and Binding	\$ 1,108	\$ 884	80%	Inframark Invoices through Jan 2019.
Annual District Filing Fee	\$ 175	\$ 175	100%	Paid in full - FY19.
<b><u>Field</u></b>				
Contracts - Lake and Wetland	\$ 46,074	\$ 16,267	35%	Aquatic Systems invoices through Jan 2019.
Contracts - Pest Control	\$ 18,480	\$ 8,186	44%	Southern Mosquito Invoices through Jan 2019.
Electricity - General	\$ 18,000	\$ 6,258	35%	Duke Energy invoices through Jan 2019.

**STONEBROOK WEST**  
**Community Development District**

Supporting Schedules

January 31, 2019

**STONEYBROOK WEST**  
Community Development District

**Non-Ad Valorem Special Assessments - Orange County Tax Collector  
(Monthly Collection Distributions)  
For the Fiscal Year Ending September 30, 2019**

Date Received	Net Amount Received	Discount / (Penalty) Amount	(1) Collection Costs	Gross Amount Received	ALLOCATION BY FUND		
					General Fund	Series 2005 Debt Service Fund	Series 2008 Debt Service Fund
Assessments Levied				\$ 859,973	\$ 250,807	\$ 77,517	\$ 531,649
Allocation %				100%	29%	9%	62%
11/13/18	\$ 1,844	\$ 87	\$ -	\$ 1,931	\$ 549		\$ 1,382
11/19/18	\$ 10,123	\$ 422	\$ -	\$ 10,544	\$ 3,262	\$ 1,305	\$ 5,977
12/03/18	\$ 38,269	\$ 1,594		\$ 39,863	\$ 11,336	\$ 3,393	\$ 25,134
12/10/18	\$ 157,561	\$ 6,564		\$ 164,125	\$ 47,474	\$ 12,267	\$ 104,384
12/21/18	\$ 129,579	\$ 5,398		\$ 134,977	\$ 38,637	\$ 10,179	\$ 86,161
12/24/18	\$ 348,658	\$ 14,525		\$ 363,183	\$ 108,620	\$ 39,411	\$ 215,152
01/14/19	\$ 22,696	\$ 946		\$ 23,642	\$ 6,525	\$ 2,088	\$ 15,029
<b>TOTAL</b>	<b>\$ 708,730</b>	<b>\$ 29,535</b>	<b>\$ -</b>	<b>\$ 738,264</b>	<b>\$ 216,402</b>	<b>\$ 68,643</b>	<b>\$ 453,219</b>
% COLLECTED				86%	86%	89%	85%
<b>TOTAL OUTSTANDING</b>				<b>\$ 121,708</b>	<b>\$ 34,405</b>	<b>\$ 8,874</b>	<b>\$ 78,430</b>

Note (1) Collection costs from the Tax Collector are based on the number of items on the tax roll and are paid once during the year.

**Cash and Investment Report**  
January 31, 2019

**GENERAL FUND**

<u>Description</u>	<u>Bank Name</u>	<u>Maturity</u>	<u>Yield</u>		<u>Balance</u>
Checking Account - Operating (1)	SunTrust	n/a	1.00%	\$	349,889
Checking Account - Operating (1)	BBVA Compass	n/a	n/a	\$	391,354
			<b>Subtotal</b>	\$	<b>741,243</b>
Money Market Account	BankUnited	n/a	1.75%	\$	145,275
			<b>Subtotal</b>	\$	<b>145,275</b>

**DEBT SERVICE FUND**

<u>Description</u>	<u>Bank Name</u>	<u>Maturity</u>	<u>Yield</u>		<u>Balance</u>
<b>Series 2018 A-1 Revenue Account</b>					
Fidelity Institutional Prime MA Portfolio	US Bank	n/a	0.05%	\$	2,392
<b>Series 2018 A-1 Cost of Issuance</b>					
Fidelity Institutional Prime MA Portfolio	US Bank	n/a	0.05%	\$	663
<b>Series 2018 A-2 Revenue Account</b>					
Fidelity Institutional Prime MA Portfolio	US Bank	n/a	0.05%	\$	14,572
<b>Series 2018 A-2 Cost of Issuance</b>					
Fidelity Institutional Prime MA Portfolio	US Bank	n/a	0.05%	\$	6,745
			<b>Subtotal</b>	\$	<b>24,371</b>
			<b>Total</b>	\$	<b>910,889</b>

# Stoneybrook West CDD

## Bank Reconciliation

**Bank Account No.** 0948 BBVA Compass Checking - GF  
**Statement No.** 01-19  
**Statement Date** 1/31/2019

<b>G/L Balance (LCY)</b>	391,354.25	<b>Statement Balance</b>	391,354.25
<b>G/L Balance</b>	391,354.25	<b>Outstanding Deposits</b>	0.00
<b>Positive Adjustments</b>	0.00		
	<hr/>	<b>Subtotal</b>	391,354.25
<b>Subtotal</b>	391,354.25	<b>Outstanding Checks</b>	0.00
<b>Negative Adjustments</b>	0.00	<b>Differences</b>	0.00
	<hr/>		
<b>Ending G/L Balance</b>	391,354.25	<b>Ending Balance</b>	391,354.25
<b>Difference</b>	0.00		

Posting Date	Document Type	Document No.	Description	Amount	Cleared Amount	Difference
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# Stoneybrook West CDD

Bank Reconciliation

**Bank Account No.** 1343 SunTrust Bank Checking - GF  
**Statement No.** 01-19  
**Statement Date** 1/31/2019

<b>G/L Balance (LCY)</b>	349,888.52	<b>Statement Balance</b>	358,454.94
<b>G/L Balance</b>	349,888.52	<b>Outstanding Deposits</b>	0.00
<b>Positive Adjustments</b>	0.00		
	<hr/>	<b>Subtotal</b>	358,454.94
<b>Subtotal</b>	349,888.52	<b>Outstanding Checks</b>	8,566.42
<b>Negative Adjustments</b>	0.00	<b>Differences</b>	0.00
	<hr/>		
<b>Ending G/L Balance</b>	349,888.52	<b>Ending Balance</b>	349,888.52
<b>Difference</b>	0.00		

Posting Date	Document Type	Document No.	Description	Amount	Cleared Amount	Difference
<b>Outstanding Checks</b>						
1/22/2019	Payment	001679	BRIGHTVIEW LANDSCAPE SVC, INC	2,902.00	0.00	2,902.00
1/28/2019	Payment	001680	VERTEX WATER FEATURES	653.00	0.00	653.00
1/28/2019	Payment	001681	INFRAMARK, LLC	5,011.42	0.00	5,011.42
<b>Total Outstanding Checks.....</b>				<b>8,566.42</b>		<b>8,566.42</b>

**STONEBROOK WEST**  
**Community Development District**

**CHECK REGISTER**

**January 31, 2019**



**STONEYBROOK WEST**  
**Community Development District**

Payment Register by Fund  
For the Period from 1/1/2019 to 1/31/2019  
(Sorted by Payee)

Fund No.	Check / ACH No.	Date	Payee	Invoice No.	Payment Description	Invoice / GL Description	G/L Account #	Amount Paid
<b>GENERAL FUND - 001</b>								
001	001673	01/14/19	AQUATIC SYSTEMS INC	0000428781	DEC AQUATIC MAINT	Contracts-Lake and Wetland	534021-53901	\$3,018.00
001	001678	01/22/19	AQUATIC SYSTEMS INC	0000431539	JAN 2019 LAKE/WETLAND SVCS	Contracts-Lake and Wetland	534021-53901	\$3,018.00
001	001674	01/14/19	BRIGHTVIEW LANDSCAPE SVC, INC	6079551	DEC LANDSCAPE MAINT	Contracts-Landscape	534050-53901	\$2,902.00
001	001679	01/22/19	BRIGHTVIEW LANDSCAPE SVC, INC	6114163	JAN LANDSCAPE SVC	Contracts-Landscape	534050-53901	\$2,902.00
001	001672	01/14/19	CLARK & A..BAUGH, LLP	16328	GEN MATTERS THRU DEC 2018	ProfServ-Legal Services	531023-51401	\$378.00
001	001681	01/28/19	INFRAMARK, LLC	37644	JAN 2019 MGMNT SRVS	ProfServ-Mgmt Consulting Serv	531027-51201	\$3,436.42
001	001681	01/28/19	INFRAMARK, LLC	37644	JAN 2019 MGMNT SRVS	ProfServ-Special Assessment	531038-51301	\$429.17
001	001681	01/28/19	INFRAMARK, LLC	37644	JAN 2019 MGMNT SRVS	ProfServ-Field Management	531016-53901	\$884.08
001	001681	01/28/19	INFRAMARK, LLC	37644	JAN 2019 MGMNT SRVS	Postage and Freight	541006-51301	\$28.75
001	001681	01/28/19	INFRAMARK, LLC	37644	JAN 2019 MGMNT SRVS	Printing and Binding	547001-51301	\$233.00
001	DD139	01/08/19	DUKE ENERGY	121718 ACH	BILL PRD 11/15-12/17/18	Electricity - General	543006-53901	\$1,003.68
001	DD140	01/17/19	DUKE ENERGY	122618 ACH	11/26/12/26/18 FOUNTAINS	Electricity - General	543006-53901	\$965.75
001	001676	01/14/19	SOUTHERN MOSQUITO CONTROL SVCS INC	MC120118H	DEC MIDGE CONTROL	Contracts-Pest Control	534125-53901	\$3,508.32
001	001677	01/15/19	STEVENS PLANTATION	6-411-59167	REIMBURSE FOR POSTAGE	Postage and Freight	541006-51301	\$8.34
001	001675	01/14/19	VERTEX WATER FEATURES	12269	12/7/18 FNTN CLEANING	Contracts-Lake and Wetland	534021-53901	\$653.00
001	001680	01/28/19	VERTEX WATER FEATURES	12918	FOUNTAIN CLNG AGRMNT	Contracts-Lake and Wetland	534021-53901	\$653.00
							Fund Total	\$24,021.51

Total Checks Paid	\$24,021.51
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**CLARK & ALBAUGH, LLP**  
ATTORNEYS & COUNSELORS AT LAW

700 W. Morse Boulevard, Suite 101  
Winter Park, Florida 32789  
Tel. 407-647-7600 / Fax 407-647-7622  
Website: [www.winterparklawyers.com](http://www.winterparklawyers.com)

SCOTT D. CLARK  
MITCHELL E. ALBAUGH

Received  
Coral Springs, FL

November 28, 2018

NOV 30 2018

INFRAMARK

Stoneybrook West Community Development District  
c/o Inframark  
210 N. University Drive, Suite 702  
Coral Springs, FL 33071

Re: Fee rates for 2019

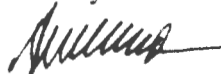
Dear Sirs:

With this letter, I am requesting an adjustment in the firm's hourly rates for the fiscal year that starts January 1, 2019. Our new rate for attorney services will be \$285.00 per hour.

I always hesitate when increasing rates of this nature. The rate you were previously charged has been in force for at least six years, and this increase is just more than five percent. In general, our firm expenses continue to increase at a rate greater than our hourly rate increases. We will continue our policy not to charge for routine postage, photocopies, facsimiles or long distance, unless the charges are significant. We never apply an upcharge or administrative fee to any costs that we bill.

In the event that you wish to discuss this matter, I will be happy to do so. I appreciate the confidence the Board has given me in the past, and look forward to working together in the future.

Sincerely,



Scott D. Clark  
Managing Partner

**STONEBROOK WEST COMMUNITY  
DEVELOPMENT DISTRICT  
FIELD MANAGEMENT  
REPORT**

**STONEBROOK WEST COMMUNITY DEVELOPMENT DISTRICT**

**FIELD MAINTENANCE HIGHLIGHT REPORT**

**FEBRUARY 2019**

**COMPLETED ITEMS:**

- Meet with contractors on a monthly basis and performed a drive through
- Followed up with vendors on pending items
- Reviewed and processed invoices on a weekly basis
- Returned phone calls
- Solved resident inquires made by phone and email
- Respond to emails and communications as needed
- Contact vendors as needed to perform work within the community

**ATTACHMENTS**

- ❖ Landscape Review
- ❖ Lake Inspection
- ❖ Aquatic Systems
- ❖ Brightview
- ❖ Vertex
- ❖ Southern Mosquito

**STONEBROOK WEST COMMUNITY  
DEVELOPMENT DISTRICT  
LANDSCAPE REVIEW**

## ***Stoney Brook West Landscaping Review***

<b>Issue</b>	<b>Location</b>	<b>thru</b>	<b>Status</b>	<b>Field Manager Comments</b>
Trimming	Metal section behind condos area at Avalon Rd.	1/8/2019	<b>Not completed</b>	Schedule neds to be provided ASAP.
Trimming	Around the lake condos area at Avalon Rd.	1/8/2019	<b>Not completed</b>	Schedule neds to be provided ASAP.
Trimming	Around the lake condos area After gate entrance at Avalon Rd.	1/8/2019	<b>Not completed</b>	Schedule neds to be provided ASAP.
Elevation trees	Metal section behind condos area at Avalon Rd.	1/8/2019	<b>Pending</b>	Proposal will be provided.
Elevation trees	At Portcastle Cir.	1/8/2019	<b>Pending</b>	Proposal will be provided.
Trimming	At Portcastle Cir.	1/8/2019	<b>Not completed</b>	Schedule neds to be provided ASAP.

## ***Stoney Brook West Landscaping Review***

<b>Issue</b>	<b>Location</b>	<b>thru</b>	<b>Status</b>	<b>Field Manager Comments</b>	<b>Brightview Landscaping Plan of Action</b>
Trimming	Metal Fence section behind condos area at Avalon Rd.	2/5/2019	<b>Not completed</b>	Schedule need to be provided ASAP.	Will be completed in February
Trimming	Around the lake condos area at Avalon Rd.	2/5/2019	<b>Not completed</b>	Schedule need to be provided ASAP.	Will be completed in February
Trimming	Around the lake condos area After gate entrance at Avalon Rd.	2/5/2019	<b>Completed</b>		
Elevation trees	Metal Fence section behind condos area at Avalon Rd.	2/5/2019	<b>Pending</b>	Proposal will be provide for Brightview.	
Elevation trees	At Portcastle Cir.	2/5/2019	<b>Pending</b>	Proposal will be provide for Brightview.	
Trimming	At Portcastle Cir.	2/5/2019	<b>Completed</b>		

**STONEBROOK WEST COMMUNITY  
DEVELOPMENT DISTRICT  
LAKE INSPECTION**



## Montly Lake Inspection Stoney Brook West

Field Manager's Name: FREDDY BLANCO Date: 2/6/19

Lake 1	Completed	Comments
Shoreline Grass control	✓	
Algae Treatment	✓	
Trash Around Pond	✓	
Water Level	✓	
Signs	✓	

Lake 2	Completed	Comments
Shoreline Grass control	✓	
Algae Treatment	✓	
Trash Around Pond	✓	
Water Level	✓	
Signs	✓	

Lake 3	Completed	Comments
Shoreline Grass control	✓	
Algae Treatment	✓	
Trash Around Pond	✓	
Water Level	✓	
Signs	✓	

Lake 4	Completed	Comments
Shoreline Grass control	✓	SOME SHORELINE GRASS PRESENT.
Algae Treatment	✓	
Trash Around Pond	✓	
Water Level	✓	
Signs	✓	

Lake 5	Completed	Comments
Shoreline Grass control	✓	
Algae Treatment	✓	
Trash Around Pond	✓	
Water Level	✓	
Signs	✓	

Lake 6	Completed	Comments
Shoreline Grass control	✓	
Algae Treatment	✓	
Trash Around Pond	✓	
Water Level	✓	
Signs	✓	

Lake 7	Completed	Comments
Shoreline Grass control	✓	
Algae Treatment	✓	
Trash Around Pond	✓	
Water Level	✓	
Signs	✓	

Lake 8	Completed	Comments
Shoreline Grass control	✓	
Algae Treatment	✓	
Trash Around Pond	✓	
Water Level	✓	
Signs	✓	

Lake 9	Completed	Comments
Shoreline Grass control	✓	
Algae Treatment	✓	
Trash Around Pond	✓	
Water Level	✓	
Signs	✓	

Lake 10	Completed	Comments
Shoreline Grass control	✓	
Algae Treatment	✓	
Trash Around Pond	✓	
Water Level	✓	
Signs	✓	

Lake 11	Completed	Comments
Shoreline Grass control	✓	
Algae Treatment	✓	
Trash Around Pond	✓	
Water Level	✓	
Signs	✓	

Lake 12	Completed	Comments
Shoreline Grass control	✓	
Algae Treatment	✓	
Trash Around Pond	✓	
Water Level	✓	
Signs	✓	

Lake 13	Completed	Comments
Shoreline Grass control	✓	
Algae Treatment	✓	
Trash Around Pond	✓	
Water Level	✓	
Signs	✓	

Lake 14	Completed	Comments
Shoreline Grass control	✓	
Algae Treatment	✓	
Trash Around Pond	✓	
Water Level	✓	
Signs	✓	

Lake 15	Completed	Comments
Shoreline Grass control	✓	
Algae Treatment	✓	
Trash Around Pond	✓	
Water Level	✓	
Signs	✓	

Lake 16	Completed	Comments
Shoreline Grass control	✓	
Algae Treatment	✓	
Trash Around Pond	✓	
Water Level	✓	
Signs	✓	

Lake 17	Completed	Comments
Shoreline Grass control	✓	FILAMENTOUS ALGAE PRESENT
Algae Treatment	✓	
Trash Around Pond	✓	
Water Level	✓	
Signs	✓	

Lake 18	Completed	Comments
Shoreline Grass control	✓	
Algae Treatment	✓	
Trash Around Pond	✓	
Water Level	✓	
Signs	✓	

Lake 19	Completed	Comments
Shoreline Grass control	✓	
Algae Treatment	✓	
Trash Around Pond	✓	
Water Level	✓	
Signs	✓	

Lake 20	Completed	Comments
Shoreline Grass control	✓	
Algae Treatment	✓	
Trash Around Pond	✓	
Water Level	✓	
Signs	✓	

Lake 21	Completed	Comments
Shoreline Grass control	✓	
Algae Treatment	✓	
Trash Around Pond	✓	
Water Level	✓	
Signs	✓	

Lake 22	Completed	Comments
Shoreline Grass control	✓	
Algae Treatment	✓	
Trash Around Pond	✓	
Water Level	✓	
Signs	✓	

Lake 23	Completed	Comments
Shoreline Grass control	✓	FILAMENTOUS ALGAE PRESENT
Algae Treatment	✓	
Trash Around Pond	✓	
Water Level	✓	
Signs	✓	

Lake 24	Completed	Comments
Shoreline Grass control	✓	
Algae Treatment	✓	
Trash Around Pond	✓	
Water Level	✓	
Signs	✓	

Lake 25	Completed	Comments
Shoreline Grass control	✓	
Algae Treatment	✓	
Trash Around Pond	✓	
Water Level	✓	
Signs	✓	

#00302242



02/17

**Aquatic Systems**  
LAND & WETLAND SERVICES

**STONEBROOK WEST COMMUNITY  
DEVELOPMENT DISTRICT  
AQUATIC SYSTEMS REPORT**

# Aquatic Systems Quarterly Activities Report

Nov 2018 – Jan 2019

## November 2018

- Site 1: Shoreline grasses treated, filamentous/planktonic algae treated
- Site 2: Waterway inspection
- Site 3: Shoreline grasses treated
- Site 4: Shoreline grasses treated
- Site 5: Shoreline grasses treated, filamentous/planktonic algae treated
- Site 6: Shoreline grasses treated
- Site 7: Shoreline grasses treated
- Site 8: Shoreline grasses treated
- Site 9: Waterway inspection
- Site 10: Waterway inspection
- Site 11: Waterway inspection
- Site 12: Shoreline grasses, planktonic algae treated, dye added
- Site 13: Shoreline grasses, submersed weeds treated
- Site 14: Shoreline grasses treated, filamentous/planktonic algae treated
- Site 15: Waterway inspection
- Site 16: Waterway inspection
- Site 17: Shoreline grasses, aquatics, filamentous/planktonic algae treated
- Site 18: Shoreline Grasses, Submersed weeds and algae treated.
- Site 19: Shoreline grasses treated, filamentous/planktonic algae treated
- Site 20: Waterway inspection
- Site 21: Waterway inspection
- Site 22: Filamentous/planktonic algae, shoreline grasses treated
- Site 23: Filamentous algae, shoreline grasses treated
- Site 24: Filamentous algae treated
- Site 25: Shoreline grasses, submersed weeds and Algae treated

## December 2018

- Site 1: Shoreline grasses treated
- Site 2: Waterway inspection
- Site 3: Filamentous algae treated
- Site 4: Shoreline grasses treated
- Site 5: Waterway Inspection

- Site 6: Waterway inspection
- Site 7: Shoreline grasses treated
- Site 8: Shoreline grasses treated
- Site 9: Waterway inspection
- Site 10: Shoreline grasses, filamentous algae treated
- Site 11: Waterway inspection
- Site 12: Shoreline grasses treated
- Site 13: Waterway inspection
- Site 14: Shoreline grasses treated
- Site 15: Shoreline grasses treated
- Site 16: Shoreline grasses treated
- Site 17: Waterway inspection
- Site 18: Waterway inspection
- Site 19: Waterway inspection
- Site 20: Waterway inspection
- Site 21: Filamentous algae treated
- Site 22: Filamentous algae, shoreline grasses treated
- Site 23: Waterway inspection
- Site 24: Filamentous algae, shoreline grasses treated
- Site 25: Waterway inspection

## January 2019

- Site 1: Waterway inspection
- Site 2: Waterway inspection
- Site 3: Waterway inspection
- Site 4: Waterway inspection
- Site 5: Waterway inspection
- Site 6: Waterway inspection
- Site 7: Shoreline grasses treated
- Site 8: Shoreline grasses treated
- Site 9: Waterway inspection
- Site 10: Waterway inspection
- Site 11: Waterway inspection
- Site 12: Waterway inspection
- Site 13: Waterway inspection
- Site 14: Filamentous algae treated
- Site 15: Waterway inspection
- Site 16: Waterway inspection
- Site 17: Waterway inspection

- Site 18: Waterway inspection
- Site 19: Shoreline grasses treated
- Site 20: Waterway inspection
- Site 21: Waterway inspection
- Site 22: Filamentous algae treated
- Site 23: shoreline grasses treated
- Site 24: filamentous algae treated
- Site 25: Shoreline grasses treated



**STONEBROOK WEST COMMUNITY  
DEVELOPMENT DISTRICT  
BRIGHTVIEW REPORT**



## Brightview Landscape Services

### Stoney Brook West CDD Pond Mowing Report

Brightview performed and is scheduled to perform mowing service on the following dates:

- November 4th and 18<sup>th</sup> 2018
- December 2nd and 16<sup>th</sup> 2018
- January 7<sup>th</sup> and 21<sup>st</sup> 2019
- February 4<sup>th</sup> and upcoming service on the 18<sup>th</sup> 2019

The Portcastle pond has dried out and is being cut regularly. We are still waiting for approval on the Willow and Oak tree pruning proposal we submitted last year. If you need us to resend the proposal please let me know. We have been doing monthly inspections with Freddy Blanco of Inframark and those inspections have been going well. Any questions let me know.

*Thank you,*

*Jon Gregorius*

*Jon Gregorius*

Branch Manager-Windermere

**STONEBROOK WEST COMMUNITY  
DEVELOPMENT DISTRICT  
VERTEX REPORT**



**Vertex Water Features**  
Lake Aeration Systems & Floating Fountains

Vertex Water Features, Inc.  
2100 NW 33rd Street  
Pompano Beach, FL 33069

Phone: (844) 432-4303  
Fax:  
raquel.mason@vertexwaterfeatures.com  
www.vertexwaterfeatures.com

Bill To  
**Stoneybrook West CDD 0516780**  
c/o Inframark  
210 University Dr., Suite #702  
Coral Springs FL 33071

Ship To  
**Daniel Finz**  
Stoneybrook West CDD 0516780  
Towne Commons Blvd.  
Winter Garden FL 34787

Work Order #: 3400

Assigned Tech: Brian G. (BJG)

Completion Date: 12/8/2018

Equipment Type: Floating Fountain

Name: Tract G

Manufacturer: Vertex

Model: 7.5Hp TriTier

Install Date: 6/20/2016

Parts Warranty Expiration: 6/20/2020

Labor Warranty Expiration: 6/20/2017

<b>Service Comments</b>			
1.	Cleaned moderate algae from components.	2.	All circuits normal at departure.
3.			
<b>Services Performed</b>			
4.	<input checked="" type="checkbox"/> Test Motor GFCI circuit <input checked="" type="checkbox"/> Test Light GFCI circuit <input checked="" type="checkbox"/> Clean Intake Screen <input checked="" type="checkbox"/> Clean Light & Lenses <input checked="" type="checkbox"/> Clean Float <input checked="" type="checkbox"/> Clean Display Head/Ring & Jets <input checked="" type="checkbox"/> Adjust Mooring Lines <input checked="" type="checkbox"/> Reset Timers		
<b>Readings</b>			



Vertex Water Features, Inc.  
 2100 NW 33rd Street  
 Pompano Beach, FL 33069

Phone: (844) 432-4303  
 Fax:  
 raquel.mason@vertexwaterfeatures.com  
 www.vertexwaterfeatures.com

5. Motor Voltage	246.2	6. Motor Amperage / Leakage	38.4 @ .85 mA
7. Lighting Voltage	122.9	8. Lighting Amperage / Leakage	1.7 @ .67 mA
9. Timer Settings	Motor 8 a.m. to 11 p.m. lights 5 p.m. to 11 p.m.		
<b>Customer Contact Method</b>			
10.	<input checked="" type="checkbox"/> Call After		



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 2100 NW 33rd Street  
 Pompano Beach, FL 33069

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**Bill To**  
**Stoneybrook West CDD 0516780**  
 c/o Inframark  
 210 University Dr., Suite #702  
 Coral Springs FL 33071

**Ship To**  
**Daniel Finz**  
 Stoneybrook West CDD 0516780  
 Towne Commons Blvd.  
 Winter Garden FL 34787

Work Order #: 3400      Assigned Tech: Brian G. (BJG)

Completion Date: 12/8/2018

Equipment Type: Floating Fountain

Name: Tract GC-1C

Manufacturer: Vertex

Model: 5Hp TriTier

Install Date: 12/31/2009

Parts Warranty Expiration: 12/31/2013

Labor Warranty Expiration: 12/31/2010

Service Comments	
1.	Cleaned moderate algae from components.
2.	All circuits normal at departure.
3.	
Services Performed	
4.	<input checked="" type="checkbox"/> Test Motor GFCI circuit <input checked="" type="checkbox"/> Test Light GFCI circuit <input checked="" type="checkbox"/> Clean Intake Screen <input checked="" type="checkbox"/> Clean Light & Lenses <input checked="" type="checkbox"/> Clean Float <input checked="" type="checkbox"/> Clean Display Head/Ring & Jets <input checked="" type="checkbox"/> Adjust Mooring Lines <input checked="" type="checkbox"/> Reset Timers
Readings	



**Vertex Water Features**  
*Lake Aeration Systems & Floating Fountains*

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 2100 NW 33rd Street  
 Pompano Beach, FL 33069

Phone: (844) 432-4303  
 Fax:  
 raquel.mason@vertexwaterfeatures.com  
 www.vertexwaterfeatures.com

5. Motor Voltage	238.6	6. Motor Amperage / Leakage	22.76 @ .63 mA
7. Lighting Voltage	119.2	8. Lighting Amperage / Leakage	12.01 @ .89 mA
9. Timer Settings	Motor 8 a.m. to 2 p.m., 4 p.m. to 2 a.m. lights 5 p.m. to 2 a.m.		
<b>Customer Contact Method</b>			
10.	<input checked="" type="checkbox"/> Call After		



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 2100 NW 33rd Street  
 Pompano Beach, FL 33069

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 Fax:  
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 www.vertexwaterfeatures.com

Bill To  
**Stoneybrook West CDD 0516780**  
 c/o Inframark  
 210 University Dr., Suite #702  
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Ship To  
**Daniel Finz**  
 Stoneybrook West CDD 0516780  
 Towne Commons Blvd.  
 Winter Garden FL 34787

Work Order #: 3400      Assigned Tech: Brian G. (BJG)

Completion Date: 12/8/2018

Equipment Type: Floating Fountain

Name: Tract GC-17

Manufacturer: Lake Fountain

Model: 3Hp Ringjet

Install Date:

Parts Warranty Expiration:

Labor Warranty Expiration:

Service Comments			
1.	Cleaned moderate algae from components.	2.	All circuits normal at departure.
3.			
Services Performed			
4.	<input checked="" type="checkbox"/> Test Motor GFCI circuit <input checked="" type="checkbox"/> Test Light GFCI circuit <input checked="" type="checkbox"/> Clean Intake Screen <input checked="" type="checkbox"/> Clean Light & Lenses <input checked="" type="checkbox"/> Clean Float <input checked="" type="checkbox"/> Clean Display Head/Ring & Jets <input checked="" type="checkbox"/> Adjust Mooring Lines <input checked="" type="checkbox"/> Reset Timers		
Readings			



Vertex Water Features, Inc.  
 2100 NW 33rd Street  
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Phone: (844) 432-4303  
 Fax:  
 raquel.mason@vertexwaterfeatures.com  
 www.vertexwaterfeatures.com

5. Motor Voltage	249.1	6. Motor Amperage / Leakage	11.42 @ 1.4 mA
7. Lighting Voltage	124.4	8. Lighting Amperage / Leakage	8.32 @ 1.2 mA
9. Timer Settings	Motor 8 a.m. to 10 p.m. lights 5 p.m. to 10 p.m.		
<b>Customer Contact Method</b>			
10.	<input checked="" type="checkbox"/> Call After		





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 Winter Garden FL 34787

Work Order #: 3400

Assigned Tech: Brian G. (BJG)

Completion Date: 12/6/2018

Equipment Type: Floating Fountain

Name: Tract GC-10

Manufacturer: Lake Fountain

Model: 3Hp Ringjet

Install Date:

Parts Warranty Expiration:

Labor Warranty Expiration:

<b>Service Comments</b>			
1.	Cleaned heavy algae from components.	2.	All circuits normal at departure.
3.			
<b>Services Performed</b>			
4.	<input checked="" type="checkbox"/> Test Motor GFCI circuit <input checked="" type="checkbox"/> Test Light GFCI circuit <input checked="" type="checkbox"/> Clean Intake Screen <input checked="" type="checkbox"/> Clean Light & Lenses <input checked="" type="checkbox"/> Clean Float <input checked="" type="checkbox"/> Clean Display Head/Ring & Jets <input checked="" type="checkbox"/> Adjust Mooring Lines <input checked="" type="checkbox"/> Reset Timers		
<b>Readings</b>			



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5. Motor Voltage	245.8	6. Motor Amperage / Leakage	13.76 @ 1.7 mA
7. Lighting Voltage	122.6	8. Lighting Amperage / Leakage	4.29 @ .83 mA
9. Timer Settings	Motor 8 a.m. to 11 p.m. lights 5 p.m. to 11 p.m.		
<b>Customer Contact Method</b>			
10.	<input checked="" type="checkbox"/> Call After		



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Work Order #: 3400      Assigned Tech: Brian G. (BJG)

Completion Date: 12/6/2018

Equipment Type: Floating Fountain

Name: Tract PP

Manufacturer: Vertex

Model: 3Hp TriTier

Install Date: 11/15/2010

Parts Warranty Expiration: 11/15/2014

Labor Warranty Expiration: 11/15/2011

Service Comments			
1.	Cleaned moderate algae from components.	2.	All circuits OK at departure.
3.			
Services Performed			
4.	<input checked="" type="checkbox"/> Test Motor GFCI circuit <input checked="" type="checkbox"/> Test Light GFCI circuit <input checked="" type="checkbox"/> Clean Intake Screen <input checked="" type="checkbox"/> Clean Light & Lenses <input checked="" type="checkbox"/> Clean Float <input checked="" type="checkbox"/> Clean Display Head/Ring & Jets <input checked="" type="checkbox"/> Adjust Mooring Lines <input checked="" type="checkbox"/> Reset Timers		
Readings			



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5. Motor Voltage	246.1	6. Motor Amperage / Leakage	14.92 @ 1.5 mA
7. Lighting Voltage	122.8	8. Lighting Amperage / Leakage	8.23 @ 2.02 mA
9. Timer Settings	Motor 7 a.m. to 11 p.m. lights 5 p.m. to 11 p.m.		
<b>Customer Contact Method</b>			
10.	<input checked="" type="checkbox"/> Call After		



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Work Order #: 3400      Assigned Tech: Brian G. (BJG)

Completion Date: 12/6/2018

Equipment Type: Floating Fountain

Name: Tract GC-16

Manufacturer: Vertex

Model: 5Hp TrTier

Install Date: 12/31/2009

Parts Warranty Expiration: 12/31/2013

Labor Warranty Expiration: 12/31/2010

Service Comments			
1.	Cleaned moderate algae from components.	2.	All circuits normal at departure.
3.			
Services Performed			
4.	<input checked="" type="checkbox"/> Test Motor GFCI circuit <input checked="" type="checkbox"/> Test Light GFCI circuit <input checked="" type="checkbox"/> Clean Intake Screen <input checked="" type="checkbox"/> Clean Light & Lenses <input checked="" type="checkbox"/> Clean Float <input checked="" type="checkbox"/> Clean Display Head/Ring & Jets <input checked="" type="checkbox"/> Adjust Mooring Lines <input checked="" type="checkbox"/> Reset Timers		
Readings			



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5. Motor Voltage	248.4	6. Motor Amperage / Leakage	22.83 @ 1.0 mA
7. Lighting Voltage	124.2	8. Lighting Amperage / Leakage	12.46 @ .93 mA
9. Timer Settings	Motor 9 a.m. to 2 a.m. lights 5 p.m. to 2 a.m.		
<b>Customer Contact Method</b>			
10.	<input checked="" type="checkbox"/> Call After		



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Work Order #: 3400      Assigned Tech: Brian G. (BJG)

Completion Date: 12/6/2018

Equipment Type: Floating Fountain

Name: Tract T

Manufacturer: Lake Fountain

Model: 3Hp Ringjet

Install Date:

Parts Warranty Expiration:

Labor Warranty Expiration:

Service Comments			
1.	Cleaned moderate algae from components.	2.	All circuits normal at departure.
3.			
Services Performed			
4.	<input checked="" type="checkbox"/> Test Motor GFCI circuit <input checked="" type="checkbox"/> Test Light GFCI circuit <input checked="" type="checkbox"/> Clean Intake Screen <input checked="" type="checkbox"/> Clean Light & Lenses <input checked="" type="checkbox"/> Clean Float <input checked="" type="checkbox"/> Clean Display Head/Ring & Jets <input checked="" type="checkbox"/> Adjust Mooring Lines <input checked="" type="checkbox"/> Reset Timers		
Readings			



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5. Motor Voltage	243.6	6. Motor Amperage / Leakage	13.42 @ 1.05 mA
7. Lighting Voltage	120.7	8. Lighting Amperage / Leakage	8.42 @ .96 mA
9. Timer Settings	Motor 8 a.m. to 11 p.m. lights 5 p.m. to 11 p.m.		
<b>Customer Contact Method</b>			
10.	<input checked="" type="checkbox"/> Call After		





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Work Order #: 3400      Assigned Tech: Brian G. (BJG)

Completion Date: 12/6/2018

Equipment Type: Floating Fountain

Name: GC-11

Manufacturer: AquaMaster

Model: 5Hp Funnel

Install Date:

Parts Warranty Expiration:

Labor Warranty Expiration:

<b>Service Comments</b>			
1.	Cleaned moderate algae from components.	2.	All circuits normal at departure.
3.			
<b>Services Performed</b>			
4.	<input checked="" type="checkbox"/> Test Motor GFCI circuit <input checked="" type="checkbox"/> Clean Intake Screen <input checked="" type="checkbox"/> Clean Float <input checked="" type="checkbox"/> Clean Display Head/Ring & Jets <input checked="" type="checkbox"/> Adjust Mooring Lines <input checked="" type="checkbox"/> Reset Timers		
<b>Readings</b>			
5. Motor Voltage	247.2	6. Motor Amperage / Leakage	19.31 @ 1.3 mA



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7. Lighting Voltage	Na	8. Lighting Amperage / Leakage	Na
9. Timer Settings	Motor 7 a.m. to 9 p.m.		
<b>Customer Contact Method</b>			
10.	<input checked="" type="checkbox"/> Call After		



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Work Order #: 4043      Assigned Tech: Adrian S. (ARS)

Completion Date: 1/18/2019

Equipment Type: Floating Fountain

Name: GC-11

Manufacturer: AquaMaster

Model: 5Hp Funnel

Install Date:

Parts Warranty Expiration:

Labor Warranty Expiration:

Service Comments			
1.	Cleaned moderate algae from components.	2.	All circuits OK at departure.
3.			
Services Performed			
4.	<input checked="" type="checkbox"/> Test Motor GFCI circuit <input checked="" type="checkbox"/> Clean Intake Screen <input checked="" type="checkbox"/> Clean Float <input checked="" type="checkbox"/> Clean Display Head/Ring & Jets <input checked="" type="checkbox"/> Adjust Mooring Lines <input checked="" type="checkbox"/> Reset Timers		
Readings			
5. Motor Voltage	243.7	6. Motor Amperage / Leakage	19.2/2.4



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7. Lighting Voltage	Na	8. Lighting Amperage / Leakage	Na
9. Timer Settings	7-9		
<b>Customer Contact Method</b>			
10.	<input checked="" type="checkbox"/> Call Ahead <input checked="" type="checkbox"/> Call After		



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Work Order #: 4043      Assigned Tech: Adrian S. (ARS)

Completion Date: 1/18/2019

Equipment Type: Floating Fountain

Name: Tract G

Manufacturer: Vertex

Model: 7.5Hp TriTier

Install Date: 6/20/2016

Parts Warranty Expiration: 6/20/2020

Labor Warranty Expiration: 6/20/2017

Service Comments			
1.	Cleaned very heavy algae from components.	2.	All circuits normal at departure.
3.			
Services Performed			
4.	<input checked="" type="checkbox"/> Test Motor GFCI circuit <input checked="" type="checkbox"/> Test Light GFCI circuit <input checked="" type="checkbox"/> Clean Intake Screen <input checked="" type="checkbox"/> Clean Light & Lenses <input checked="" type="checkbox"/> Clean Float <input checked="" type="checkbox"/> Clean Display Head/Ring & Jets <input checked="" type="checkbox"/> Adjust Mooring Lines <input checked="" type="checkbox"/> Reset Timers		
Readings			



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5. Motor Voltage	247.1	6. Motor Amperage / Leakage	40.4/1.28
7. Lighting Voltage	121.4	8. Lighting Amperage / Leakage	1.7/1.56
9. Timer Settings	8-11/5-11		
<b>Customer Contact Method</b>			
10.	<input checked="" type="checkbox"/> Call Ahead <input checked="" type="checkbox"/> Call After		



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Work Order #: 4043      Assigned Tech: Adrian S. (ARS)

Completion Date: 1/18/2019

Equipment Type: Floating Fountain

Name: Tract PP

Manufacturer: Vertex

Model: 3Hp TriTier

Install Date: 11/15/2010

Parts Warranty Expiration: 11/15/2014

Labor Warranty Expiration: 11/15/2011

Service Comments			
1.	Cleaned heavy algae from components.	2.	All circuits normal at departure.
3.			
Services Performed			
4.	<input checked="" type="checkbox"/> Test Motor GFCI circuit <input checked="" type="checkbox"/> Test Light GFCI circuit <input checked="" type="checkbox"/> Clean Intake Screen <input checked="" type="checkbox"/> Clean Light & Lenses <input checked="" type="checkbox"/> Clean Float <input checked="" type="checkbox"/> Clean Display Head/Ring & Jets <input checked="" type="checkbox"/> Adjust Mooring Lines <input checked="" type="checkbox"/> Reset Timers		
Readings			



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5. Motor Voltage	241.5	6. Motor Amperage / Leakage	15.24/.91
7. Lighting Voltage	119.1	8. Lighting Amperage / Leakage	8.46/.71
9. Timer Settings	7-11/5-11		
<b>Customer Contact Method</b>			
10.	<input checked="" type="checkbox"/> Call Ahead <input checked="" type="checkbox"/> Call After		





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Work Order #: 4043      Assigned Tech: Adrian S. (ARS)

Completion Date: 1/18/2019

Equipment Type: Floating Fountain

Name: Tract GC-10

Manufacturer: Lake Fountain

Model: 3Hp Ringjet

Install Date:

Parts Warranty Expiration:

Labor Warranty Expiration:

Service Comments			
1.	Cleaned moderate algae from components.	2.	All circuits normal at departure.
3.			
Services Performed			
4.	<input checked="" type="checkbox"/> Test Motor GFCI circuit <input checked="" type="checkbox"/> Test Light GFCI circuit <input checked="" type="checkbox"/> Clean Intake Screen <input checked="" type="checkbox"/> Clean Light & Lenses <input checked="" type="checkbox"/> Clean Float <input checked="" type="checkbox"/> Clean Display Head/Ring & Jets <input checked="" type="checkbox"/> Adjust Mooring Lines <input checked="" type="checkbox"/> Reset Timers		
Readings			



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5. Motor Voltage	242.1	6. Motor Amperage / Leakage	14.1/1.93
7. Lighting Voltage	122.3	8. Lighting Amperage / Leakage	4.5/.86
9. Timer Settings	8-11/5-11		
<b>Customer Contact Method</b>			
10.	<input checked="" type="checkbox"/> Call Ahead <input checked="" type="checkbox"/> Call After		



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Work Order #: 4043      Assigned Tech: Adrian S. (ARS)

Completion Date: 1/18/2019

Equipment Type: Floating Fountain

Name: Tract GC-1C

Manufacturer: Vertex

Model: 5Hp TriTier

Install Date: 12/31/2009

Parts Warranty Expiration: 12/31/2013

Labor Warranty Expiration: 12/31/2010

Service Comments			
1.	Cleaned heavy algae from components.	2.	All circuits normal at departure.
3.			
Services Performed			
4.	<input checked="" type="checkbox"/> Test Motor GFCI circuit <input checked="" type="checkbox"/> Test Light GFCI circuit <input checked="" type="checkbox"/> Clean Intake Screen <input checked="" type="checkbox"/> Clean Light & Lenses <input checked="" type="checkbox"/> Clean Float <input checked="" type="checkbox"/> Clean Display Head/Ring & Jets <input checked="" type="checkbox"/> Adjust Mooring Lines <input checked="" type="checkbox"/> Reset Timers		
Readings			



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5. Motor Voltage	239.8	6. Motor Amperage / Leakage	23.6/.98
7. Lighting Voltage	119.3	8. Lighting Amperage / Leakage	12.1/.9
9. Timer Settings	9-2 & 4-2/5-2		
<b>Customer Contact Method</b>			
10.	<input checked="" type="checkbox"/> Call Ahead <input checked="" type="checkbox"/> Call After		



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Work Order #: 4043      Assigned Tech: Adrian S. (ARS)

Completion Date: 1/18/2019

Equipment Type: Floating Fountain

Name: Tract GC-16

Manufacturer: Vertex

Model: 5Hp TrTier

Install Date: 12/31/2009

Parts Warranty Expiration: 12/31/2013

Labor Warranty Expiration: 12/31/2010

Service Comments			
1.	Cleaned moderate algae from components.	2.	All circuits normal at departure.
3.			
Services Performed			
4.	<input checked="" type="checkbox"/> Test Motor GFCI circuit <input checked="" type="checkbox"/> Test Light GFCI circuit <input checked="" type="checkbox"/> Clean Intake Screen <input checked="" type="checkbox"/> Clean Light & Lenses <input checked="" type="checkbox"/> Clean Float <input checked="" type="checkbox"/> Clean Display Head/Ring & Jets <input checked="" type="checkbox"/> Adjust Mooring Lines <input checked="" type="checkbox"/> Reset Timers		
Readings			



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5. Motor Voltage	244.6	6. Motor Amperage / Leakage	22.6/.83
7. Lighting Voltage	122.3	8. Lighting Amperage / Leakage	12.36/1.1
9. Timer Settings	9-2/5-2		
<b>Customer Contact Method</b>			
10.	<input checked="" type="checkbox"/> Call Ahead <input checked="" type="checkbox"/> Call After		



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Work Order #: 4043      Assigned Tech: Adrian S. (ARS)

Completion Date: 1/18/2019

Equipment Type: Floating Fountain

Name: Tract GC-17

Manufacturer: Lake Fountain

Model: 3Hp Ringjet

Install Date:

Parts Warranty Expiration:

Labor Warranty Expiration:

Service Comments			
1.	Cleaned heavy algae from components.	2.	All circuits normal at departure.
3.			
Services Performed			
4.	<input checked="" type="checkbox"/> Test Motor GFCI circuit <input checked="" type="checkbox"/> Test Light GFCI circuit <input checked="" type="checkbox"/> Clean Intake Screen <input checked="" type="checkbox"/> Clean Light & Lenses <input checked="" type="checkbox"/> Clean Float <input checked="" type="checkbox"/> Clean Display Head/Ring & Jets <input checked="" type="checkbox"/> Adjust Mooring Lines <input checked="" type="checkbox"/> Reset Timers		
Readings			



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5. Motor Voltage	242.1	6. Motor Amperage / Leakage	12.26/1.89
7. Lighting Voltage	121.2	8. Lighting Amperage / Leakage	8.57/1.84
9. Timer Settings	8-10/5-10		
<b>Customer Contact Method</b>			
10.	<input checked="" type="checkbox"/> Call Ahead <input checked="" type="checkbox"/> Call After		





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Work Order #: 4043      Assigned Tech: Adrian S. (ARS)

Completion Date: 1/18/2019

Equipment Type: Floating Fountain

Name: Tract T

Manufacturer: Lake Fountain

Model: 3Hp Ringjet

Install Date:

Parts Warranty Expiration:

Labor Warranty Expiration:

<b>Service Comments</b>			
1.	Cleaned heavy algae from components.	2.	All circuits OK at departure.
3.			
<b>Services Performed</b>			
4.	<input checked="" type="checkbox"/> Test Motor GFCI circuit <input checked="" type="checkbox"/> Test Light GFCI circuit <input checked="" type="checkbox"/> Clean Intake Screen <input checked="" type="checkbox"/> Clean Light & Lenses <input checked="" type="checkbox"/> Clean Float <input checked="" type="checkbox"/> Clean Display Head/Ring & Jets <input checked="" type="checkbox"/> Adjust Mooring Lines <input checked="" type="checkbox"/> Reset Timers		
<b>Readings</b>			



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Vertex Water Features, Inc.  
2100 NW 33rd Street  
Pompano Beach, FL 33069

Phone: (844) 432-4303  
Fax:  
raquel.mason@vertexwaterfeatures.com  
www.vertexwaterfeatures.com

5. Motor Voltage	238.3	6. Motor Amperage / Leakage	13.83/2.23
7. Lighting Voltage	119.6	8. Lighting Amperage / Leakage	8.62/2.56
9. Timer Settings	8-11/5-11		
<b>Customer Contact Method</b>			
10.	<input checked="" type="checkbox"/> Call Ahead <input checked="" type="checkbox"/> Call After		

# Southern Mosquito Control Services, Inc.

*Protecting what's important to you*



## Stoneybrook West CDD Midge Activity Report October through November 2018

- October 6, 2018; Technician arrived on site at 6:45am, observed weather conditions to be 77-deg. with NW winds at 4 mph. Technician provided Adulticide treatments to identified ponds GC 4, 5A, 5C, 7, 8, 9, 10, 11, 17, tract PP, S, G and T. Technician completed treatments at 8:05am.
- October 13, 2018; Technician arrived on site at 6:45am, observed weather conditions to be 71-deg. with SW winds at 6 mph. Technician provided Adulticide treatments to identified ponds GC 4, 5A, 5C, 7, 8, 9, 10, 11, 17, tract PP, S, G and T. Double treated most of the ponds due to homeowner's complaints. Technician completed treatments at 8:20am.
- October 19, 2018; Technician arrived on site at 6:55am, observed weather conditions to be 74-deg. with SW winds at 3 mph. Technician provided Adulticide treatments to identified ponds GC 4, 5A, 5C, 7, 8, 9, 10, 11, 17, tract PP, S, G and T. Double treated most of the ponds due to homeowner's complaints. Technician completed treatments at 8:20am.
- November 3, 2018; Technician arrived on site at 7:00am, observed weather conditions to be 60-deg. with N winds at 10 mph. Technician provided Adulticide treatments to identified ponds GC 4, 5A, 5C, 7, 8, 9, 10, 11, 17, tract PP, S, G and T. Double treated most of the ponds due to homeowner's complaints. Technician completed treatments at 8:20am.
- November 10, 2018; Technician arrived on site at 6:40am, observed weather conditions to be 72-deg. with WNW winds at 2 mph. Technician provided Adulticide treatments to identified ponds GC 4, 5A, 5C, 7, 8, 9, 10, 11, 17, tract PP, S, G and T. Technician completed treatments at 8:15am.
- November 17, 2018; Technician arrived on site at 6:40am, observed weather conditions to be 48-deg. with N winds at 7 mph. Technician provided Adulticide treatments to identified ponds GC 4, 5A, 5C, 7, 8, 9, 10, 11, 17, tract PP, S, G and T. Technician completed treatments at 8:00am.



## Proposal for Extra Work at Stoneybrook West CDD

Property Name	Stoneybrook West CDD	Contact	Ariel Medina
Property Address	15501 Towne Center Blvd Winter Garden , FL 34787	To	Stoneybrook West CDD
		Billing Address	313 Campus St Celebration , FL 34747

Project Name      Hole Number #13 Mowing

Project Description      Cut down area along pond edge by #13 tee and pond edge on left side of 13 green and pond area behind

### Scope of Work

QTY	UoM/Size	Material/Description	Unit Price	Total
1.00	LUMP SUM	Mow overgrown areas along pond edge at #13 tee and #13 green	\$11,666.00	\$11,666.00

I would recommend having this work done during the winter if possible. It would be drier and easier to mow at this time and less expensive. The cost in this proposal is for a one time mowing of these areas.

For internal use only

SO#                      6672590  
 JOB#                    345400041  
 Service Line            130

**Total Price      \$11,666.00**

**THIS IS NOT AN INVOICE**

This proposal is valid for 60 days unless otherwise approved by BrightView Landscape Services, Inc  
 4777 Old Winter Garden Road, Orlando, FL 32811 ph (407) 282-9600 fax (407) 291-4986

# TERMS & CONDITIONS

1. The Contractor shall recognize and perform in accordance with written terms written specifications and drawings only contained or referred to herein. All materials shall conform to bid specifications.
2. **Work Force:** Contractor shall designate a qualified representative with experience in landscape maintenance/construction upgrades or when applicable in tree management. The workforce shall be competent and qualified and shall be legally authorized to work in the U.S.
3. **License and Permits:** Contractor shall maintain a Landscape Contractor's license if required by State or local law and will comply with all other license and permit requirements of the City, State and Federal Governments, as well as all other requirements of law.
4. **Taxes:** Contractor agrees to pay all applicable taxes, including sales tax where applicable on material supplied.
5. **Insurance:** Contractor agrees to provide General Liability Insurance, Automotive Liability Insurance, Worker's Compensation Insurance, and any other insurance required by law or Client/Owner, as specified in writing prior to commencement of work. If not specified, Contractor will furnish insurance with \$1,000,000 limit of liability.
6. **Liability:** Contractor shall indemnify the Client/Owner and its agents and employees from and against any third party liabilities that arise out of Contractor's work to the extent such liabilities are adjudicated to have been caused by Contractor's negligence or willful misconduct. Contractor shall not be liable for any damage that occurs from Acts of God, as defined as those caused by windstorm, hail, fire, flood, earthquake, hurricane, and freezing, etc. Under these circumstances, Contractor shall have the right to renegotiate the terms and prices of this agreement within sixty (60) days. Any illegal trespass, claims and/or damages resulting from work requested that is not on property owned by Client/Owner or not under Client/Owner management and control shall be the sole responsibility of the Client/Owner.
7. **Subcontractors:** Contractor reserves the right to hire qualified subcontractors to perform specialized functions or work requiring specialized equipment.
8. **Additional Services:** Any additional work not shown in the above specifications involving extra costs will be executed only upon signed written orders, and will become an extra charge over and above the estimate.
9. **Access to Jobsite:** Client/Owner shall provide all utilities to perform the work. Client/Owner shall furnish access to all parts of jobsite where Contractor is to perform work as required by the Contract or other functions related thereto during normal business hours and other reasonable periods of time. Contractor will perform the work as reasonably practical after the owner makes the site available for performance of the work.
10. **Invoicing:** Client/Owner shall make payment to Contractor within fifteen (15) days upon receipt of invoice. In the event the schedule for the completion of the work shall require more than thirty (30) days, a progress bill will be presented by month end and shall be paid within fifteen (15) days upon receipt of invoice.
11. **Termination:** This Work Order may be terminated by the either party with or without cause upon seven (7) work days advance written notice. Client/Owner will be required to pay for all materials purchased and work completed to the date of termination and reasonable charges incurred in demobilizing.
12. **Assignment:** The Owner/Client and the Contractor respectively bind themselves, their partners, successors, assignees and legal representative to the other party with respect to all covenants of this Agreement. Neither the Owner/Client nor the Contractor shall assign or transfer any interest in this Agreement without the written consent of the other provided however, that consent shall not be required to assign this Agreement to any company which controls is controlled by or is under common control with Contractor or in connection with assignment to an affiliate or pursuant to a merger, sale of all or substantially all of its assets or equity securities, consolidation, change of control or corporate reorganization.
13. **Disclaimer:** This proposal was estimated and priced based upon a site visit and visual inspection from ground level using ordinary means at or about the time this proposal was prepared. The price quoted in this proposal for the work described is the result of that ground level visual inspection and therefore our company will not be liable for any additional costs or damages for additional work not described herein, or liable for any incidents/accidents resulting from conditions, that were not ascertainable by said ground level visual inspection by ordinary means at the time said inspection was performed. Contractor cannot be held responsible for unknown or otherwise hidden defects. Any corrective work proposed herein cannot guarantee exact results. Professional engineering, architectural, and/or landscape design services ("Design Services") are not included in this Agreement and shall not be provided by the Contractor. Any design defects in the Contract Documents are the sole responsibility of the 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.

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

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

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

## Acceptance of this Contract

Contractor is authorized to perform the work stated on the face of this Contract. Payment will be 100% due at time of billing. If payment has not been received by BrightView within fifteen (15) days after billing, BrightView shall be entitled to all costs of collection, including reasonable attorneys' fees and it shall be relieved of any obligation to continue performance under this or any other Contract with 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.

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

Customer

P

Signature

Title

Ariel Medina

June 28, 2018

Printed Name

Date

BrightView Landscape Services, Inc. "BrightView"

Account Manager

Signature

Title

Donald F. Kriston

June 28, 2018

Printed Name

Date

Job #: 345400041

Proposed Price \$11,666.00

SO #: 6672590



	Road		Proposed Road		Right of Way		Water Line		Sewer Line		Gas Line		Electric Line		Telephone Line		Cable Line		Fiber Optic Line
	Road Under Construction		Proposed Road		Right of Way		Water Line		Sewer Line		Gas Line		Electric Line		Telephone Line		Cable Line		Fiber Optic Line
	Road		Proposed Road		Right of Way		Water Line		Sewer Line		Gas Line		Electric Line		Telephone Line		Cable Line		Fiber Optic Line
	Road		Proposed Road		Right of Way		Water Line		Sewer Line		Gas Line		Electric Line		Telephone Line		Cable Line		Fiber Optic Line
	Road		Proposed Road		Right of Way		Water Line		Sewer Line		Gas Line		Electric Line		Telephone Line		Cable Line		Fiber Optic Line
	Road		Proposed Road		Right of Way		Water Line		Sewer Line		Gas Line		Electric Line		Telephone Line		Cable Line		Fiber Optic Line
	Road		Proposed Road		Right of Way		Water Line		Sewer Line		Gas Line		Electric Line		Telephone Line		Cable Line		Fiber Optic Line
	Road		Proposed Road		Right of Way		Water Line		Sewer Line		Gas Line		Electric Line		Telephone Line		Cable Line		Fiber Optic Line
	Road		Proposed Road		Right of Way		Water Line		Sewer Line		Gas Line		Electric Line		Telephone Line		Cable Line		Fiber Optic Line
	Road		Proposed Road		Right of Way		Water Line		Sewer Line		Gas Line		Electric Line		Telephone Line		Cable Line		Fiber Optic Line

OCPA Web Map

	Major Roads		Proposed Road		Block Line		Commercial/Institutional		Hydro		Golf Course
	Florida Topographic		Public Roads		Lot Line		Governmental/Institutional/Misc		Waste Land		Lakes and Rivers
	Interstate 4		Caded Roads		Residential		Commercial/Industrial/Vacant Land		County Boundary		Building
	Toll Road		Road Under Construction		Agriculture		Agricultural Curflings		Parks		Hospital
	Brick Road		Rail Road								

Courtesy Rick Singh, CFA, Orange County Property Appraiser



Created: Thu May 24 2018 15:24:10 GMT-0400 (Eastern Daylight Time)

This map is for reference only and is not a survey

## Proposal for Tree Care at Stoneybrook West CDD

Property Name	Stoneybrook West CDD	Contact	Jon Gregorius
Property Address	Retention Pond Area 1810 Portcastle Circle Winter Garden , FL 34787	To	Stoneybrook West CDD
		Billing Address	313 Campus St Celebration , FL 34747

Project Name      Stoneybrook West CDD  
Project Description      Crown Reduction & Elevation Pruning of Selected Trees

### Scope of Work

Retention Pond Area: 1810 Portcastle Circle, Winter Garden, FL 34787.

BrightView Tree Care Services proposes to provide individual tree elevation and tree crown reduction pruning of selected trees. 4 Live oaks shall be pruned to provide 12 to 13 feet elevation over green space and 3 to 4 feet over community perimeter wall. 12 Willows shall be pruned to removed dead and damaged limbs and branches from tree crowns, with reduction pruning to reduce over-extended limbs to form a more compact tree crown.

All work shall conform to ANSI A-300 and Z-133 Work and Safety Standards. All resulting debris shall be removed from site and work areas left in a raked clean condition.

QTY	UoM/Size	Material/Description	Unit Price	Total
1.00	LUMP SUM	Elevation & Perimeter Wall Clearance Pruning of 4 Live oaks. Trees shall be pruned with removal or reduction cuts to provide 3 to 4 ft clearance over perimeter wall & 12 to 14 ft. elevation over green space.	\$318.75	\$318.75
1.00	LUMP SUM	Crown Reduction and Restoration Pruning of 12 Willows located along retention area perimeter. Trees shall be pruned with removal & reduction cuts to reduce over-extended limbs & remove dead & broken limbs from tree crowns.	\$888.75	\$888.75

For internal use only

SO#                    6626936  
JOB#                 493601378  
Service Line        300

Total Price                    \$1,207.50

**THIS IS NOT AN INVOICE**

This proposal is valid for 60 days unless otherwise approved by BrightView Tree Care Services  
4777 Old Winter Garden Road, Orlando, FL 32811 ph. (407) 292-9600 fax (407) 291-4988



# TERMS & CONDITIONS

1. The Contractor shall recognize and perform in accordance with written terms, written specifications and drawings only, contained or referred to herein. All materials shall conform to bid specifications.
2. **Work Force:** Contractor shall designate a qualified representative with experience in landscape maintenance/construction upgrades or when applicable in tree management. The workforce shall be competent and qualified, and shall be legally authorized to work in the U.S.
3. **License and Permits:** Contractor shall maintain a Landscape Contractor's license, if required by State or local law, and will comply with all other license and permit requirements of the City, State and Federal Governments, as well as all other requirements of law.
4. **Taxes:** Contractor agrees to pay all applicable taxes, including sales tax where applicable on material supplied.
5. **Insurance:** Contractor agrees to provide General Liability Insurance, Automotive Liability Insurance, Worker's Compensation Insurance, and any other insurance required by law or Client/Owner, as specified in writing prior to commencement of work. If not specified, Contractor will furnish insurance with \$1,000,000 limit of liability.
6. **Liability:** Contractor shall indemnify the Client/Owner and its agents and employees from and against any third party liabilities that arise out of Contractor's work to the extent such liabilities are adjudicated to have been caused by Contractor's negligence or willful misconduct. Contractor shall not be liable for any damage that occurs from Acts of God are defined as those caused by windstorm, hail, fire, flood, earthquake, hurricane and freezing, etc. Under these circumstances, Contractor shall have the right to renegotiate the terms and prices of this agreement within sixty (60) days. Any illegal trespass, claims and/or damages resulting from work requested that is not on property owned by Client/Owner or not under Client/Owner management and control shall be the sole responsibility of the Client/Owner.
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12. **Assignment:** The Owner/Client and the Contractor respectively, bind themselves, their partners, successors, assignees and legal representative to the other party with respect to all covenants of this Agreement. Neither the Owner/Client nor the Contractor shall assign or transfer any interest in this Agreement without the written consent of the other provided, however, that consent shall not be required to assign this Agreement to any company which controls, is controlled by, or is under common control with Contractor or in connection with assignment to an affiliate or pursuant to a merger, sale of all or substantially all of its assets or equity securities, consolidation, change of control or corporate reorganization.
13. **Disclaimer:** This proposal was estimated and priced based upon a site visit and visual inspection from ground level using ordinary means, at or about the time this proposal was prepared. The price quoted in this proposal for the work described, is the result of that ground level visual inspection and therefore our company will not be liable for any additional costs or damages for additional work not described herein, or liable for any incidents/accidents resulting from conditions, that were not ascertainable by said ground level visual inspection by ordinary means at the time said inspection was performed. Contractor cannot be held responsible for unknown or otherwise hidden defects. Any corrective work proposed herein cannot guarantee exact results. Professional engineering, architectural, and/or landscape design services ("Design Services") are not included in this Agreement and shall not be provided by the Contractor. Any design defects in the Contract Documents are the sole responsibility of the 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.

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16. **Waiver of Liability:** Requests for crown thinning in excess of twenty-five percent (25%) or work not in accordance with ISA (International Society of Arboricultural) standards will require a signed waiver of liability.

Acceptance of this Contract  
 Contractor is authorized to perform the work stated on the face of this Contract. Payment will be 100% due at time of billing if payment has not been received by BrightView within fifteen (15) days after billing. BrightView shall be entitled to all costs of collection, including reasonable attorneys' fees and it shall be relieved of any obligation to continue performance under this or any other Contract with 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.

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

Customer

**Branch Manager**

Signature

Title

**Jon Gregorius**

**May 08, 2018**

Printed Name

Date

BrightView Tree Care Services, Inc. "BrightView"

**Business Developer**

Signature

Title

**Kris Stultz**

**May 08, 2018**

Printed Name

Date

**Job #: 493601378**

**Proposed Price: \$1,207.50**

**SO # 6626936**



Work Order Authorization 0771001

February 13th, 2019

To: Stoneybrook West CDD  
313 Campus Street  
Celebration, FL. 34747  
407-566-1935

Stoneybrook West CDD

Description	Qty	Total
Replace grate on the pond outfall structure CS-5	1	\$ 600.00
Repair broken skimmer CS-R2B	1	\$ 750.00
Fill pond slope over drainage pipe and resod	1	\$ 250.00
Fill pond berm next to a storm manhole and resod	1	\$ 250.00
Replace grate on drainage structure on the irrigation pond	1	\$ 600.00
Clear overgrown vegetation (IW8-A1, structure skimmer, CS-W8B, IW8B2, outflow structure (1-97), IW9A, IW6A, CSW6, CDGC1, IW5B, CSW5, MESCG9A, MESGC5A, IGC5C1, MES-PARK1, MES-PARK2, BU-13D, bubble up drainage structure, CSF1	1	\$ 4,000.00
Install a gate with lock IW6A	1	\$ 600.00
Prepared by Inframark, Russ Simmons, Field Manager		\$ 7,050.00

Thank you for your business!



**HANSON, WALTER & ASSOCIATES, INC.**  
PROFESSIONAL ENGINEERING, SURVEYING & PLANNING

February 7, 2019

Mr. Bob Koncar  
StoneyBrook West Community Development District  
313 Campus Street  
Celebration, FL 34747

Re: Consulting Engineer's Report, Section 9.21 of the Master Trust Indenture  
StoneyBrook West Community Development District  
HWA # 5202

Dear Mr. Koncar;

Hanson, Walter & Associates, Inc., in accordance with Section 9.21 of the Master Trust Indenture, has completed our annual review of the portions of the project within the StoneyBrook West Community Development District. We have performed an overall site inspection of District owned facilities and are relying on District sources we believe as credible and what has been represented to us is accurate to the best of our knowledge. We find these portions have been maintained in sufficiently good repair with the following exception(s), which are also indicated on the attached color aerial map exhibit;

- ✓ 1. The grate on the pond outfall structure (CS-5) is missing. The estimated cost to replace the each grate is \$600.00.
2. The bubble up structure (IW8-A1) in the wetland is overgrown and the vegetation should be cleared.
3. The overflow structure skimmer is blocked by vegetation and should be cleared.
4. The wetland outflow structure (CS-W8B) in the wetland is overgrown with vegetation and should be cleared.
5. The wetland inflow structure (IW8-B2) in the wetland is overgrown by vegetation and the grate needs to be re-seated.
6. The pond outfall structure (CS-R2B) has a broken skimmer that needs to be repaired. The estimated cost to repair the skimmer is \$750.00.
7. There is a partial collapse of the pond slope over the drainage pipe and needs to be filled in and re-sodded and evaluated for further settling. The estimated cost to fill in the depression and re-sod is \$250.00
8. There is a partial collapse of the pond berm next to a storm manhole and needs to be filled in and re-sodded and evaluated for further settling. The estimated cost to fill in the depression and re-sod is \$250.00
9. The outflow structure (I-97) in the wetland is overgrown with vegetation and should be cleared.
10. The outflow structure along Stoneybrook West Parkway (IW9-A) is overgrown with vegetation and should be cleared.
11. The wetland inflow bubble-up structure (I-W6A) is overgrown and should be cleared by landscape staff. This structure is accessible through the commercial/retail parking lot and there is a chain link fence that will need to be temporarily taken down for access. We recommend installing a gate with a lock for future access at a estimated cost of \$600.00

Page 2 of 2

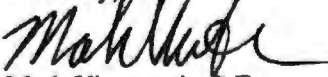
12. The drainage structure along the edge of the wetland (CS-W6) is overgrown with vegetation and should be cleared.
13. The control structure (CS-GC1) along the edge of the pond is overgrown and should be cleared.
14. The drainage structure inlet in the wetland (I-W5B) is overgrown and could not be located. This structure should be located and cleared during the dry season.
15. The control structure (CS-W5) is overgrown and could not be located. This structure should be located and cleared during the dry season
16. The storm pipe mitered end (MES-CG9A) is overgrown and the vegetation should be cleared.
17. The storm pipe mitered end (MES-GC5A) is overgrown and the vegetation should be cleared.
18. The drainage structure in the irrigation pond is missing the grate and should be replaced at an estimated cost of \$600.00
19. The grate on drainage structure (I-GC5C1) needs to be re-set.
20. The storm pipe mitered end (MES-PARK1) at the NW corner of the clubhouse park is overgrown and should be cleared.
21. The storm pipe mitered end (MES-PARK2) at the NE corner of the clubhouse park is overgrown and should be cleared.
22. The ground has collapsed over what is believed to be underdrain pipe under the dry pond area adjacent to the golf hole. The area should be opened up, the underdrain pipe repaired and the ground filled in and re-sodded at an estimated cost of \$1,000.00
23. The bubble up drainage structure (BU-13D) along the edge of the wetland is overgrown with vegetation and should be cleared.
24. The bubble up drainage structure along the edge of the wetland is overgrown with vegetation and should be cleared.
25. The grate on the pond control structure (CS-F1) is covered with debris/algae and should be cleared.

It is our opinion that the Operations and Maintenance budget for the fiscal year 2018 is sufficient for proper maintenance of the StoneyBrook West Community Development District.

In addition, the current limits of insurance coverage for Hanson, Walter & Associates, Inc., are adequate in accordance with Section 9.14 of the Master Trust Indenture and the District carries insurance that is similar to other Districts we are familiar with and the coverage is typical of other Districts for the infrastructure that is managed by the District. However, insurance requirements in general are not an area of expertise of Hanson, Walter & Associates, Inc.

If you should have any questions or require additional information, please contact our office.

Sincerely,



Mark Vincutonis, P.E.

attachment



**HANSON. WALTER & ASSOCIATES. INC.**

PROFESSIONAL ENGINEERING. SURVEYING & PLANNING

8 Broadway, Suite 104 – Kissimmee, Florida 34741-5708 – Phone: 407-847-9433

Engineering Fax: 321-442-1045 – Surveying Fax: 407-847-2499 – Email: [hwa@hansonwalter.com](mailto:hwa@hansonwalter.com)

Website: [www.hansonwalter.com](http://www.hansonwalter.com)

