

Eastlake Oaks Community Development District

Board of Supervisors

Scott Roper, Chairman

Darlene Lazier, Vice Chairperson

Nick Yagnik, Assistant Secretary

Joseph Dinelli, Assistant Secretary

Brinton George, Assistant Secretary

David Wenck, District Manager

Meeting Agenda

Thursday, December 9, 2021 – 6:00 p.m.

- 1. Roll Call**
- 2. Approval of the Consent Agenda**
 - A. Minutes of the October 14, 2021 Meeting
 - B. October 2021 Financial Report, Payment Register and September Through October 2021 Invoices
 - C. Resolution 2022-01, Designating David Wenck as Secretary
- 3. Manager's Report**
- 4. Supervisors' Requests**
- 5. Audience Comments**
- 6. Adjournment**

The next meeting is scheduled for Thursday, February 10, 2022, at 6:00 p.m.

District Office:

Inframark
210 North University Drive
Suite 702
Coral Springs, Florida 33071
954-603-0033

Meeting Location:

Holiday Inn Express Hotel & Suites – Oldsmar
3990 Tampa Road
Oldsmar, Florida 34677
813-854-5080

Tampa Bay Times
Published Daily

STATE OF FLORIDA
 COUNTY OF Pinellas

} ss

Before the undersigned authority personally appeared **Deirdre Almeida** who on oath says that he/she is **Legal Advertising Representative** of the **Tampa Bay Times** a daily newspaper printed in St. Petersburg, in Pinellas County, Florida; that the attached copy of advertisement, being a Legal Notice in the matter **RE: Meeting Schedule** was published in **Tampa Bay Times: 9/29/21** in said newspaper in the issues of **Baylink Pinellas**

Affiant further says the said **Tampa Bay Times** is a newspaper published in Pinellas County, Florida and that the said newspaper has heretofore been continuously published in said Pinellas County, Florida each day and has been entered as a second class mail matter at the post office in said Pinellas 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/she 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.

 Signature Affiant

Sworn to and subscribed before me this **09/29/2021**

 Signature of Notary Public

Personally known X or produced identification

Type of identification produced _____

Notice of Meetings
Eastlake Oaks
Community Development District

The Board of Supervisors of the Eastlake Oaks Community Development District will hold their meetings for Fiscal Year 2022 on the second Thursday of every other month, at 6:00 p.m. in the Board Room of the Holiday Inn Express, 3990 Tampa Road, Oldsmar, Florida on the following dates:

October 14, 2021
 December 9, 2021
 February 10, 2022
 April 14, 2022
 June 9, 2022
 August 11, 2022

The meetings are open to the public and will be conducted in accordance with the provision of Florida Law for Community Development Districts. The meetings may be continued to a date, time and location to be specified on the record at the meetings.

There may be occasions when one or more Supervisors will participate via phone. In accordance with the provisions of the Americans with Disabilities Act, any person requiring special accommodations at these meetings because of a disability or physical impairment should contact the District Management Company, Inframark at (954) 603-0033. If you are hearing or speech impaired, please contact the Florida Relay Service at 7-1-1 or 800-955-8771 (TTY)/800-955-8770 (Voice), for aid in contacting the District Office at least two (2) days prior to the date of the meetings. Each person who decides to appeal any decision made by the Board with respect to any matter considered at the meetings is advised that person may need to ensure a verbatim record of the proceedings is made, including the testimony and evidence upon which such appeal is to be based.

Andrew Mendenhall, PMP
 District Manager
 September 29, 2021

0000185144



EASTLAKE OAKS
Community Development District

Financial Report

October 31, 2021

Prepared by



EASTLAKE OAKS

Community Development District

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EASTLAKE OAKS
Community Development District

Financial Statements
(Unaudited)

October 31, 2021

Balance Sheet
October 31, 2021

ACCOUNT DESCRIPTION	TOTAL
<u>ASSETS</u>	
Cash - Checking Account	\$ 33,664
Due From Other Gov'tl Units	5
Investments:	
Money Market Account	287,820
TOTAL ASSETS	\$ 321,489
<u>LIABILITIES</u>	
Accounts Payable	\$ 4,540
Accrued Expenses	675
TOTAL LIABILITIES	5,215
<u>FUND BALANCES</u>	
Assigned to:	
Operating Reserves	57,860
Reserves - Ponds	28,830
Reserves - Recreation Facilities	28,330
Unassigned:	201,254
TOTAL FUND BALANCES	\$ 316,274
TOTAL LIABILITIES & FUND BALANCES	\$ 321,489

Statement of Revenues, Expenditures and Changes in Fund Balances

For the Period Ending October 31, 2021

ACCOUNT DESCRIPTION	ANNUAL ADOPTED BUDGET	YEAR TO DATE ACTUAL	YTD ACTUAL AS A % OF ADOPTED BUD	OCT-21 ACTUAL
<u>REVENUES</u>				
Interest - Investments	\$ 1,000	\$ 60	6.00%	\$ 60
Special Assmnts- Tax Collector	238,847	-	0.00%	-
Special Assmnts- CDD Collected	829	-	0.00%	-
Special Assmnts- Discounts	(9,587)	-	0.00%	-
Pool Access Key Fee	350	-	0.00%	-
TOTAL REVENUES	231,439	60	0.03%	60

EXPENDITURES**Administration**

P/R-Board of Supervisors	6,000	1,000	16.67%	1,000
FICA Taxes	459	77	16.78%	77
ProfServ-Dissemination Agent	1,000	-	0.00%	-
ProfServ-Engineering	1,574	-	0.00%	-
ProfServ-Legal Services	5,000	-	0.00%	-
ProfServ-Mgmt Consulting	52,458	4,372	8.33%	4,372
ProfServ-Special Assessment	4,240	-	0.00%	-
Auditing Services	4,450	-	0.00%	-
Postage and Freight	500	1,549	309.80%	1,549
Rental - Meeting Room	600	-	0.00%	-
Insurance - General Liability	6,199	5,774	93.14%	5,774
Printing and Binding	2,500	1	0.04%	1
Legal Advertising	2,000	-	0.00%	-
Miscellaneous Services	1,000	-	0.00%	-
Misc-Assessment Collection Cost	4,777	-	0.00%	-
Misc-Web Hosting	1,000	-	0.00%	-
Office Supplies	200	-	0.00%	-
Annual District Filing Fee	175	175	100.00%	175
Total Administration	94,132	12,948	13.76%	12,948

Statement of Revenues, Expenditures and Changes in Fund Balances

For the Period Ending October 31, 2021

ACCOUNT DESCRIPTION	ANNUAL ADOPTED BUDGET	YEAR TO DATE ACTUAL	YTD ACTUAL AS A % OF ADOPTED BUD	OCT-21 ACTUAL
Field				
Contracts-Lake and Wetland	9,972	831	8.33%	831
Contracts-Landscape	38,695	4,595	11.87%	4,595
Contracts-Pools	8,100	675	8.33%	675
Contracts-Cleaning Services	2,400	213	8.88%	213
Telephone, Cable & Internet Service	672	76	11.31%	76
Electricity - Streetlights	18,000	1,553	8.63%	1,553
Utility - Water	5,500	250	4.55%	250
R&M-Irrigation	15,000	1,680	11.20%	1,680
R&M-Pools	10,000	-	0.00%	-
Misc-Contingency	28,968	-	0.00%	-
Total Field	137,307	9,873	7.19%	9,873
TOTAL EXPENDITURES	231,439	22,821	9.86%	22,821
Excess (deficiency) of revenues				
Over (under) expenditures	-	(22,761)	0.00%	(22,761)
Net change in fund balance	\$ -	\$ (22,761)	0.00%	\$ (22,761)
FUND BALANCE, BEGINNING (OCT 1, 2021)	339,035	339,035		
FUND BALANCE, ENDING	\$ 339,035	\$ 316,274		

EASTLAKE OAKS

Community Development District

Supporting Schedules

October 31, 2021

Cash and Investment Report*October 31, 2021***General Fund**

<u>Account Name</u>	<u>Bank Name</u>	<u>Investment Type</u>	<u>Yield</u>	<u>Maturity</u>	<u>Balance</u>
Checking Account	Southstate Bank	Operating Account	0.00%	n/a	\$ 33,664
Money Market	Valley National Bank	Public Funds Money Market	0.25%	n/a	\$ 287,820
Total					<u>\$ 321,484</u>

Eastlake Oaks CDD

Bank Reconciliation

Bank Account No. 1913 SouthState GF
Statement No. 10/21
Statement Date 10/31/2021

G/L Balance (LCY)	33,663.78	Statement Balance	34,905.97
G/L Balance	33,663.78	Outstanding Deposits	0.00
Positive Adjustments	0.00		
		Subtotal	34,905.97
Subtotal	33,663.78	Outstanding Checks	1,242.19
Negative Adjustments	0.00	Differences	0.00
Ending G/L Balance	33,663.78	Ending Balance	33,663.78
Difference	0.00		

Posting Date	Document Type	Document No.	Description	Amount	Cleared Amount	Difference
Outstanding Checks						
10/21/2021	Payment	1908	ALEXANDER'S PROPERTY MAINTENANCE,	411.19	0.00	411.19
10/29/2021	Payment	1912	SOLITUDE LAKE MANAGEMENT	831.00	0.00	831.00
Total Outstanding Checks.....				1,242.19		1,242.19

EASTLAKE OAKS COMMUNITY DEVELOPMENT DISTRICT

Payment Register by Bank Account

For the Period from 9/1/21 to 10/31/21

(Sorted by Check / ACH No.)

Date	Payee Type	Payee	Invoice No.	Payment Description	Invoice / GL Description	G/L Account #	Amount Paid
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SOUTHSTATE GF - (ACCT#XXXXX1913)

CHECK # 1890

09/16/21	Vendor	ALEXANDER'S PROPERTY MAINTENANCE, INC	29429	SEPT LANDSCAPE MAINT	Contracts-Landscape	001-534050-53901	\$4,595.00
09/16/21	Vendor	ALEXANDER'S PROPERTY MAINTENANCE, INC	29429	SEPT LANDSCAPE MAINT	R&M-Irrigation	001-546041-53901	\$155.00
Check Total							\$4,750.00

CHECK # 1891

09/16/21	Vendor	IMPACT GRAFX, INC	15501	UPDATE CDD WEBSITE	June and August, and Contract Renewal	001-549915-51301	\$338.50
Check Total							\$338.50

CHECK # 1892

09/16/21	Vendor	PIP'S POOL INC	10902	MONTHLY 2021 POOL MAINT	Pool Maint 2/21 through 8/21	001-534078-53901	\$4,725.00
Check Total							\$4,725.00

CHECK # 1893

09/16/21	Vendor	PRESTIGE JANITORIAL SERVICE	4550	CLEANING SVCS THRU SEPT 2021	CLEANING SUPPLIES	001-534082-53901	\$38.45
09/16/21	Vendor	PRESTIGE JANITORIAL SERVICE	4550	CLEANING SVCS THRU SEPT 2021	CONTRACT- CLEANING SERVICES	001-534082-53901	\$175.00
Check Total							\$213.45

CHECK # 1894

10/05/21	Vendor	ALEXANDER'S PROPERTY MAINTENANCE, INC	29561	9/16/21 IRR SERVICES	R&M-Irrigation	001-546041-53901	\$499.67
10/05/21	Vendor	ALEXANDER'S PROPERTY MAINTENANCE, INC	29622	OCT LANDSCAPE MAINT	Contracts-Landscape	001-534050-53901	\$4,595.00
10/05/21	Vendor	ALEXANDER'S PROPERTY MAINTENANCE, INC	29622	OCT LANDSCAPE MAINT	R&M-Irrigation	001-546041-53901	\$155.00
Check Total							\$5,249.67

CHECK # 1895

10/05/21	Vendor	ENVISION LIGHTING SYSTEMS, LLC	11059	***Voided Voided****			\$0.00
Check Total							\$0.00

CHECK # 1896

10/05/21	Vendor	INFRAMARK, LLC	67871	MANAGEMENT SERVICES- SEPT 2021	ProfServ-Mgmt Consulting Serv	001-531027-51201	\$4,371.50
10/05/21	Vendor	INFRAMARK, LLC	67871	MANAGEMENT SERVICES- SEPT 2021	Postage and Freight	001-541006-51301	\$6.12
10/05/21	Vendor	INFRAMARK, LLC	67871	MANAGEMENT SERVICES- SEPT 2021	Printing and Binding	001-547001-51301	\$10.70
Check Total							\$4,388.32

CHECK # 1897

10/05/21	Vendor	PRESTIGE JANITORIAL SERVICE	4576	CLEANING SVCS/SUPPLIES THRU SEPT 2021	CLEANING SUPPLIES	001-534082-53901	\$38.45
10/05/21	Vendor	PRESTIGE JANITORIAL SERVICE	4576	CLEANING SVCS/SUPPLIES THRU SEPT 2021	CONTRACT- CLEANING SERVICES	001-534082-53901	\$175.00
Check Total							\$213.45

EASTLAKE OAKS COMMUNITY DEVELOPMENT DISTRICT

Payment Register by Bank Account

For the Period from 9/1/21 to 10/31/21

(Sorted by Check / ACH No.)

Date	Payee Type	Payee	Invoice No.	Payment Description	Invoice / GL Description	G/L Account #	Amount Paid
CHECK # 1898							
10/05/21	Vendor	PSM PROPERTIES, INC	7993	08/12/21 MTG ROOM RENTAL	Rental - Meeting Room	001-544004-51301	\$100.00
Check Total							<u>\$100.00</u>
CHECK # 1899							
10/05/21	Vendor	SOLITUDE LAKE MANAGEMENT	PI-A00668569	SEPT AQUATIC MAINT	Contracts-Lake and Wetland	001-534021-53901	\$831.00
Check Total							<u>\$831.00</u>
CHECK # 1900							
10/05/21	Vendor	STAR ELECTRIC SERVICES	4213	ENTRANCE LIGHTS DEPOSIT	Misc-Contingency	001-549900-53901	\$3,300.00
Check Total							<u>\$3,300.00</u>
CHECK # 1901							
10/14/21	Vendor	EGIS INSURANCE ADVISORS LLC	14596	POLICY RENEWAL 10/1/21-10/1/22	Insurance - General Liability	001-545002-51301	\$5,774.00
Check Total							<u>\$5,774.00</u>
CHECK # 1902							
10/15/21	Employee	DARLENE LAZIER	PAYROLL	October 15, 2021 Payroll Posting			\$184.70
Check Total							<u>\$184.70</u>
CHECK # 1903							
10/15/21	Employee	SCOTT J. ROPER	PAYROLL	October 15, 2021 Payroll Posting			\$184.70
Check Total							<u>\$184.70</u>
CHECK # 1904							
10/15/21	Employee	BRINTON T. GEORGE	PAYROLL	October 15, 2021 Payroll Posting			\$184.70
Check Total							<u>\$184.70</u>
CHECK # 1905							
10/15/21	Employee	JOSEPH DINELLI	PAYROLL	October 15, 2021 Payroll Posting			\$184.70
Check Total							<u>\$184.70</u>
CHECK # 1906							
10/15/21	Employee	JYOTINDRA J. YAGNIK	PAYROLL	October 15, 2021 Payroll Posting			\$184.70
Check Total							<u>\$184.70</u>
CHECK # 1907							
10/19/21	Vendor	ENVISION LIGHTING SYSTEMS, LLC	11059 DEP	LED BLACK/TENON	Misc-Contingency	001-549900-53901	\$2,371.75
Check Total							<u>\$2,371.75</u>
CHECK # 1908							
10/21/21	Vendor	ALEXANDER'S PROPERTY MAINTENANCE, INC	29721	10/07/21 IRR SERVICES	R&M-Irrigation	001-546041-53901	\$411.19
Check Total							<u>\$411.19</u>

EASTLAKE OAKS COMMUNITY DEVELOPMENT DISTRICT

Payment Register by Bank Account

For the Period from 9/1/21 to 10/31/21

(Sorted by Check / ACH No.)

Date	Payee Type	Payee	Invoice No.	Payment Description	Invoice / GL Description	G/L Account #	Amount Paid
CHECK # 1909							
10/21/21	Vendor	DEPARTMENT OF ECONOMIC OPPORTUNITY	84043	2021/2022 DISTRICT FILING FEE	Annual District Filing Fee	001-554007-51301	\$175.00
Check Total							<u>\$175.00</u>
CHECK # 1910							
10/21/21	Vendor	INFRAMARK, LLC	68866	MANAGEMENT SERVICES- OCT 2021	ProfServ-Mgmt Consulting Serv	001-531027-51201	\$4,371.50
10/21/21	Vendor	INFRAMARK, LLC	68866	MANAGEMENT SERVICES- OCT 2021	Postage and Freight	001-541006-51301	\$2.12
10/21/21	Vendor	INFRAMARK, LLC	68866	MANAGEMENT SERVICES- OCT 2021	Printing and Binding	001-547001-51301	\$0.83
Check Total							<u>\$4,374.45</u>
CHECK # 1911							
10/21/21	Vendor	TIMES PUBLISHING COMPANY	0000185144	NOTICE OF FY2022 MTG SCHEDULE	Legal Advertising	001-548002-51301	\$319.68
Check Total							<u>\$319.68</u>
CHECK # 1912							
10/29/21	Vendor	SOLITUDE LAKE MANAGEMENT	PI-A00693260	OCT AQUATIC MAINT	Contracts-Lake and Wetland	001-534021-53901	\$831.00
Check Total							<u>\$831.00</u>
ACH #DD294							
09/07/21	Vendor	FRONTIER	081321-3205 ACH	SERVICE 8/13/21-9/12/21	Telephone, Cable & Internet Service	001-541016-53901	\$75.98
ACH Total							<u>\$75.98</u>
ACH #DD296							
09/15/21	Vendor	CITY OF OLDSMAR -ACH	09062021 ACH	08/02-09/01/21 WTR UTILITY ACH	Utility - Water	001-543018-53901	\$298.59
ACH Total							<u>\$298.59</u>
ACH #DD297							
09/15/21	Vendor	TAMPA ELECTRIC CO.	082521	07/22-08/19/21 ELEC ACH	Electricity - Streetlighting	001-543013-53901	\$1,449.53
ACH Total							<u>\$1,449.53</u>
ACH #DD298							
10/11/21	Vendor	FRONTIER	091321-3205 ACH	SERVICE 9/13/21-10/12/21	Telephone, Cable & Internet Service	001-541016-53901	\$75.98
ACH Total							<u>\$75.98</u>
ACH #DD299							
10/11/21	Vendor	TAMPA ELECTRIC CO.	092721 ACH	08/20-09/21/21 ELEC ACH	Electricity - Streetlighting	001-543013-53901	\$1,131.57
ACH Total							<u>\$1,131.57</u>

EASTLAKE OAKS COMMUNITY DEVELOPMENT DISTRICT

Payment Register by Bank Account

For the Period from 9/1/21 to 10/31/21

(Sorted by Check / ACH No.)

Date	Payee Type	Payee	Invoice No.	Payment Description	Invoice / GL Description	G/L Account #	Amount Paid
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ACH #DD300

10/21/21	Vendor	CITY OF OLDSMAR -ACH	10042021 ACH	09/02/21-10/01/2021 WTR UTILITY ACH	Utility - Water	001-543018-53901	\$219.19
ACH Total							<u>\$219.19</u>

ACH #DD301

10/21/21	Vendor	TAMPA ELECTRIC CO.	093021	08/25-09/24/21 ELEC ACH	Electricity - Streetlighting	001-543013-53901	\$420.85
ACH Total							<u>\$420.85</u>

Account Total **\$42,961.65**

VALLEY BANK MMA - (ACCT#XXXXX4131)

CHECK # 206

09/10/21	Vendor	EASTLAKE OAKS CDD	090121	TRFR FUNDS FR VALLEY TO SOUTHSTATE 1913	Cash with Fiscal Agent	103000	\$10,000.00
Check Total							<u>\$10,000.00</u>

CHECK # 207

10/05/21	Vendor	EASTLAKE OAKS CDD	100121	TRANSFER FUNDS TO COVER MNTHLY EXPENSES	Cash with Fiscal Agent	103000	\$40,000.00
Check Total							<u>\$40,000.00</u>

Account Total **\$50,000.00**

Total Amount Paid **\$92,961.65**

RESOLUTION 2022-01

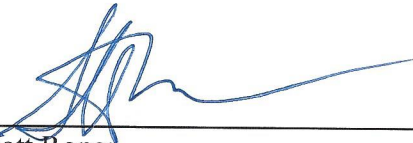
**A RESOLUTION REMOVING ANDREW MENDENHALL
AS SECRETARY AND APPOINTING DAVID WENCK AS
SECRETARY OF THE EASTLAKE OAKS COMMUNITY
DEVELOPMENT DISTRICT**

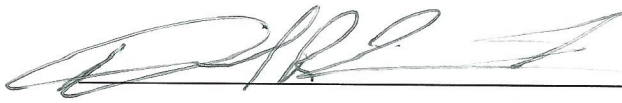
WHEREAS, the Board of Supervisors of the Eastlake Oaks Community Development District desire to remove Andrew Mendenhall as Secretary and appoint David Wenck as Secretary;

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

1. Andrew Mendenhall is removed as Secretary.
2. David Wenck is appointed as Secretary.

Adopted this 9th day of December, 2021.



Scott Roper
Chairman

Secretary

Cooper Pools INC.
P.O. BOX 273865 TAMPA, FL 33688-3865
(813)480-5357
CPC#1459240
SWIMMING POOL SERVICE PROPOSAL
East Lake Oaks CDD
Date:: 12/8/2021

For and in consideration of the charges stated below, Cooper Pools Inc. agrees to furnish the below described pool service at the above address. The customer, by subscribing to this proposal, agrees to the terms, and to the amount and time payment for this service.

SERVICE TO BE PROVIDED: COMMERCIAL POOL SERVICE

On each day of service at the pool, the following will be performed by a pool cleaning technician as necessary:

1. Tile will be cleaned as needed.
2. Surface will be skimmed, and floating debris will be removed.
3. Walls and floor will be brushed as necessary to remove algae.
4. Water chemistry will be checked and brought into proper balance.
5. Strainer baskets will be emptied, as necessary.
6. Filters will be cleaned as necessary to insure proper filtration of pool.
7. Pool floor will be netted to remove debris and vacuumed as needed.
8. Equipment will be inspected, and any necessary repairs will be reported to the management company and referred to the repair department for repair by a licensed service repair technician.

CONTRACTOR will provide chlorine, muriatic acid or soda ash to maintain pH, sodium bicarbonate to maintain Total Alkalinity, Cyanuric Acid to stabilize and calcium chloride to maintain Calcium level. Special chemical additives such as Algaecides or Sequestering Agents may be added as necessary at additional **cost to the customer**.

Your **regular service days** will be scheduled on **Monday, Wednesday & Friday**.

CUSTOMER is required to test water on non-service days per Florida DOH..

RATE for Commercial Service is \$ 925.00 per month for 3 visit-per-week service, An additional fee may be charged in the event that circumstances such as extreme weather or vandalism, warrant labor or chemicals that exceed normal maintenance levels. Mechanical repairs and work that is not considered routine maintenance will be billed at a labor rate of \$160 per hour.

PAYMENT: Billing for maintenance service will be sent on the first of each month and payment is due within 30 days. If payment is not made by the due date, a late fee of 5% per each 30 days will be assessed. If payments are not made within 5 days after the due date, contractor reserves the right to cancel service without written notice. Special services and repair work are billed at an additional charge. There will be a \$35 charge on all returned checks. Customer agrees to satisfy any outstanding charges due for services performed prior to date of termination of service. Customer reserves right to cancel this agreement for any reason upon 30 days written notice.

Offered by:

Accepted by:

Mike Cooper, General Manager
Cooper Pools Inc.
CPC#1459240

Pool Owner/ Representative

Printed Name/ Title

Wenck, David

From: info@a-qualitypools.net
Sent: Wednesday, November 17, 2021 9:39 AM
To: Wenck, David
Cc: info@a-qualitypools.net
Subject: Eastlake Oaks Apts Commercial Pool Proposal
Attachments: Commercial proposal - Eastlake Oaks Nov 2021.pdf

Follow Up Flag: Follow up
Flag Status: Flagged

Hi David –

Please review our proposal for the Eastlake commercial pool and advise of any questions or edits.

During our sit visit we noticed the following:

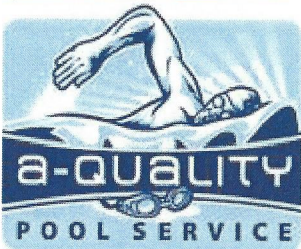
- Needs an escutcheon for handrail
- Needs a new life ring and throw rope
- Filter grids need a deep cleaning
- Motors sit outside of vak pak

These items will need addressing should we take on pool service. Note this is a topical overview. Once we start service we will be able to assess the proper functionality of the pool equipment including auto fills, valves, motors, etc. Please do not hesitate to call with questions.

Sincerely,

Charlene

A Quality Pool Service
813-453-5988 Office/Billing
813-388-1730 Field
813-936-4852 Fax
CPC#1457935
CPO Certified
www.a-qualitypools.net



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COMMERCIAL SWIMMING POOL SERVICE PROPOSAL

To:

Eastlake Oaks CDD

C/O David Wenck – Property Mgr.

From:

A-Quality Pool Service

November 17, 2021

COMMERCIAL SWIMMING POOL SERVICE PROPOSAL

A-Quality Pool Service

Dennis Kutzan - President/Owner

Brian Svoboda – Field Director

Charlene Kutzan – Business Manager

1246 Highwood Place

Wesley Chapel, FL. 33543

CPC# 1457935

813-453-5988 ph

813-936-4852 fax

Submitted to:

Eastlake Oaks CDD

1619 Gray Bark Dr.

Oldsmar, FL, 34677

Includes:

Company Background

Proposed Services

Price Quotation

Contact information

CPO certificate (available on request)

Insurance Coverage (available on request)

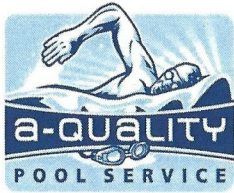
Commercial Pool Service Agreement

Statement of Confidentiality

The information contained in this proposal is intended only for the above mentioned client. No part of this document may be shared, transmitted, copied or otherwise disbursed to any other entity or individual. By accepting this document you assume responsibility to ensure its confidentiality.



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Summary – Company Background:

We are pleased to submit our proposal and would like to thank you for considering A-Quality Pool Service.

A-QUALITY POOL SERVICE is a swimming pool service and maintenance company with a reputation for professionalism, reliability and providing excellence in service. The business is over twenty years old and operates in Tampa, Florida for Hillsborough, Polk and Pasco counties, serving both residential and commercial accounts. Our team has extensive experience in maintaining commercial pools. You can rely on us for all your pool needs from professional maintenance to updating equipment, remodeling and much more.

A-QUALITY POOL SERVICE was formed in 1985 and is currently owned and operated by Dennis Kutzan. The Company is a DBA of CHAR-DEN WORLDWIDE INC. and is a Florida based business with its address at 1246 Highwood Place, Wesley Chapel, FLORIDA 33543.

A-QUALITY POOL SERVICE encompasses four distinct activities:

1. Monthly Pool Service Maintenance
2. Repairs, Chemical & Equipment Sales/Rental
3. Pool Re-Finishes
4. Chemical Deliveries



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Proposed Service:

Subject pool is an open, unscreened, un-heated pool at approximately 41,000 gallons with palm and oak trees nearby.

Our objective is to provide you with the best in commercial swimming pool maintenance. This includes the following services:

Regular pool service

- Chemical testing and water balancing for single pool using balancing and sanitation agents to include chlorine, muriatic acid, sodium bicarbonate, calcium carbonate and cyanuric acid within the approved levels specified by the County Department of Health and the State of FL.
 - Brush walls, net and/or scoop out leaves and debris, and vacuum as needed
 - Clean gutters and/or skimmer baskets of debris
 - Check pump operation, valves, timers, plumbing, motors, flow rate, gauges, seals, vault jacks and grease as needed
 - Check filter operation and backwash/clean as necessary
 - Check chemical feeders, drums and output readings and calibrate as necessary
 - Clean tiles and filters on an as needed basis
 - Additional specialty treatments as required and quoted per occurrence (eg phosphates; staining; metals; black algae; oils/enzymes, sequestering agents)
 - NOTE: During heavily used months, the pool will require a regular enzyme treatment applied at every visit. This treatment assists in preventing the build-up of oils and contaminants within the water that can lead to filter lock up. Usage results in increased filter flow, a cleaner tile line and clearer water. This is not included in your monthly service rate.
 - Record each visit in logbook
 - All repair issues over \$200 will be communicated to the management company for approval.
- All repairs under \$200 will be performed and bill accordingly



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- In the event of a mechanical/electrical/gas failure or leak repair that is outside the immediate scope of Contractor's work such as the spa heater or underground leak, the management company will be notified immediately, and a quote will be provided by A-Quality's Partnering companies if requested.
- Repair parts, equipment, extra clean ups due to vandalism/landscaping, storms and/or specialty chemicals for optimum water balancing and sanitation not covered by regular scheduled visits are extra. Annual Filter breakdowns and inspections are not included in regular weekly maintenance and are charged separately.
- Contractor agrees to comply with all federal, state, county and municipal laws, rules and regulations that are now, or may in the future, become applicable and will communicate accordingly to the management company

Non-scheduled visits (Service calls to diagnose and recommend problem solutions outside of normal cleaning and water treatment operation.)

- Weekdays - \$125
- Weekends and Holidays - \$145

Cancellation by either the Management Company or A-Quality Pool Service will require a written 30 day notice.



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Why Choose A-Quality Pool Service:

- **Benefits** – Experienced, Professional and Reliable. We are a local company teamed by responsible, trained personnel doing a professional job that you can rely upon.
- **Competitive Advantages** – A small company with a personal touch. We have an excellent reputation in the Community for being responsive and doing great work. We are personable and responsible, and readily accessible.
- **Partnerships** – We are a one-stop shop for all pool needs and have partnerships with gas and electrical contractors when needed
- **Qualifications** – CPC State Repair License and CPO Certified with all Workers Compensation and Liability insurances. We are fully licensed to work on your pool equipment.
- **Guarantees** – We warranty the services we provide. If for any reason the level of service is not acceptable, we will come out and correct the issue.

Quotation for Service:

1. Service frequency:

- o 3 times per week Year-round

Note: Modifications may be needed due to weather conditions

Costs:

- Flat fee of \$725 per month – invoiced the 1st of each month, with 20-day terms
- Guarantees: We warranty the services we provide. If for any reason the level of service is not acceptable, we will come out and correct the issue.

We appreciate the opportunity to earn your business and look forward to working with you.
If you have additional questions, please do not hesitate to call.

Sincerely,

Dennis Kutzan

Dennis Kutzan

President/Owner

A-Quality Pool Service

1246 Highwood Place

Wesley Chapel, FL. 33543

813-388-1730 ph; 813-936-4852 fax



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Commercial Pool Service Agreement

This Agreement for Commercial Pool Service is for Eastlake Oaks CDD with pool located at 1619 Gray Bark Dr., Oldsmar, FL 34677. A-Quality Pool Service (Contractor) will provide the following services at a flat rate of \$725 per month effective: _____.

Subject pool is an open, unscreened, un-heated pool at approximately 41,000 gallons with palm and oak trees nearby.

Services to include:

- Chemical testing and water balancing for single and wading pools using balancing and sanitation agents to include chlorine, muriatic acid, sodium bicarbonate, calcium carbonate and cyanuric acid within the approved levels specified by the County Department of Health and the State of FL.
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- **Non-scheduled visits** (Service calls requested outside of normal scheduled days)
 - Weekdays - \$125 Weekends and Holidays - \$145

Invoicing

- 1st of each month with 20-day terms; ○ Repairs due upon completion
 - 5% Late Fee

- Eastlake Oaks CDD agree to maintain proper cleanliness and drainage of the pool deck and pool equipment (vak pak) area including blowing of leaves, power-washing deck to remove mold, and/or bird droppings, and cutting/spraying of weeds or bushes and insects to allow for easy access and safety while working on equipment. The property also agrees to make best efforts in providing timely approval on necessary repairs for proper functionality of the pool.
- Cancellation by either the Management Company or A-Quality Pool Service will require a written 30-day notice.



Authorized Signature - Property

12-9-21

Date

Scott Roper

PRINT

Authorized Signature – A-Quality Pool Service

Date

PRINT



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Authorized Signature – A-Quality Pool Service

Date

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