MINUTES OF MEETING

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

TARA

COMMUNITY DEVELOPMENT DISTRICT 1

PLEDGE OF PUBLIC CONDUCT
WE MAY DISAGREE, BUT WE WILL BE RESPECTFUL OF ONE ANOTHER
WE WILL DIRECT ALL COMMENTS TO ISSUES
WE WILL AVOID PERSONAL ATTACKS

The regular meeting of the Board of Supervisors of the Tara Community Development District 1 was held on Tuesday, January 22, 2019 at 9:00 a.m. at the Tara Community Center, located at 7340 Tara Preserve Lane, Bradenton, Florida 34203.

Present and constituting a quorum:

Gene Rado           Board Supervisor, Chairman
Darby Connor        Board Supervisor, Vice Chairman
Joe Mojica          Board Supervisor, Assistant Secretary
Joe DiBartolomeo    Board Supervisor, Assistant Secretary
Barbara Linden      Board Supervisor, Assistant Secretary

Also present were:

Angel Montagna     District Manager, Rizzetta & Company, Inc.
John Vericker       District Counsel, Straley & Robin
Rick Schappacher   District Engineer, Schappacher Engineering
Jim Kaluk           Field Manager
Scott Green         Field Services Manager, Rizzetta & Company, Inc.
Sarah Bowen         Representative, Aquatic Systems, Inc.
Dana Bryant         Representative Sunrise Landcare
Scott Smith         Representative, Rizzetta Amenity Services, Inc.
Gregg Gruhl         Representative, Rizzetta Amenity Services, Inc.

Audience:

Audience Present

FIRST ORDER OF BUSINESS      Call to Order
Ms. Montagna called the meeting to order and conducted roll call.

SECOND ORDER OF BUSINESS  Pledge of Allegiance

Ms. Montagna led all those present in the Pledge of Allegiance.

THIRD ORDER OF BUSINESS  Adoption of Agenda

On a Motion by Mr. Rado, seconded by Mr. Connor, with all in favor, the Board of Supervisors approved the meeting agenda as presented for Tara Community Development District 1.

Mr. Mojica made a motion to table items number B, C, G, H, I, J, K and L until the Budget workshop. There was no second to the motion and the motion failed.

FOURTH ORDER OF BUSINESS  Audience Comments

Ms. Montagna opened the floor for audience comments. Audience comments were entertained regarding overgrowth of trees onto resident property and possible damage to fence, future construction, the use of the recreational facilities, the community pool and pool reservations.

Audience comments were also entertained regarding weed control in the ponds and lakes, and the condition of the pool at Christmas break.

FIFTH ORDER OF BUSINESS  Staff Reports

A. Aquatics & Landscape Report

Ms. Bowen presented and reviewed the Aquatics Report dated December 5, 2018. She presented and reviewed planting proposals for five ponds. Attached as (Exhibit “B”).

On a Motion by Mr. DiBartolomeo, seconded by Mr. Connor, with all in favor, the Board approved Aquatic Systems’ proposal for pond plantings ($3,512.00) for the Tara Community Development District 1.

Mr. Green presented the Landscape Report for December 2018. He gave the Board an update on the landscape maintenance. The Field Inspection Responses were distributed to the Board. Attached as (Exhibit “C”).

Mrs. Montagna stated that a proposal from Sunrise Landcare for Palm Tree maintenance came in late so she recommended to add the proposal to the February agenda. Attached as (Exhibit “D”).

B. Field Manager Report

Mr. Kaluk reviewed his report for January with the Board.
Mr. Kaluk presented and reviewed the proposals for a pool service vendor.

On a Motion by Mr. Connor, seconded by Mr. Rado, with all in favor, the Board approved the proposal from Pools by Lowell for pool service ($350.00/Monthly) for the Tara Community Development District 1.

Mr. Kaluk presented and reviewed the proposals for pool furniture. More proposals were distributed and they are attached as (Exhibit “A”).

On a Motion by Mr. Connor, seconded by Ms. Linden, with four in favor and one opposed (Joe Mojica), the Board approved the purchase of two tables, four new chairs and 12 new chaises from Florida Patio Furniture (tan fabric material) for the Tara Community Development District 1.

Mr. Kaluk presented and reviewed the proposals for the community center roof. A discussion ensued.

On a Motion by Mr. Connor, seconded by Mr. Rado, with all in favor, the Board approved the proposal from Florida Southern Roofing for a Metal Roof ($45,640.00) from Capital Reserve for the Tara Community Development District 1.

On a Motion by Mr. Rado, seconded by Mr. Connor, with all in favor, the Board approved the proposal for Solar Panels from Marasol ($4,500.00) from Capital Reserve for the Tara Community Development District 1.

Mr. Kaluk presented the proposals for the key card system. Doug Feathers spoke regarding the key card system. A discussion ensued.

On a Motion by Mr. Rado, seconded by Mr. Connor, with four in favor and one abstaining (Barbara Linden), the Board approved Century Systems & Security Systems’ proposal for a Key Card System ($9,921.00) with no cost for software and $3.50 for key cards or fobs for the Tara Community Development District 1.

Mr. Kaluk presented and reviewed the proposal for the well fence repair.

On a Motion by Mr. Rado, seconded by Mr. Connor, with all in favor, the Board approved Arrow Fence System’s proposal for the well fence repair ($830.00) for the Tara Community Development District 1.

C. District Counsel
   No report.
D. District Engineer

Mr. Schappacher gave the Board an update on the Pond 5 emergency repair. A discussion ensued.

_The Board took a recess at 10:45 a.m. and reconvened at 10:45 a.m. with all those originally present still in attendance._

E. District Manager

Ms. Montagna announced that the next meeting will be held on February 26, 2019 at 9:00 a.m.

Ms. Montagna presented and reviewed the ADA website proposal. Mr. Vericker reviewed the process for the Board. A discussion ensued. The Board decided to table this item until their next meeting.

**SIXTH ORDER OF BUSINESS**

**Consideration of Proposal for Field Manager Position**

Mr. Smith presented and reviewed the proposal for the field manager position. Attached as (Exhibit “E”). A discussion ensued.

On a Motion by Mr. Rado, seconded by Ms. Linden, followed by a vote of four in favor and one opposed (Joe Mojica), the Board of Supervisors approved Rizzetta Amenity Services Inc.’s proposal for the Field Manager Position ($37,193.34) for Tara Community Development District 1.

On a Motion by Mr. Rado, seconded by Ms. Linden, followed by a vote of four in favor and one opposed (Joe Mojica), the Board of Supervisors approved having Mr. Kaluk stay on to train the new person and receive 6 weeks severance pay (60 days minimum) and or apply at Rizzetta for the position for Tara Community Development District 1.

**SEVENTH ORDER OF BUSINESS**

**Discussion Regarding Policies and Procedures for the Recreational Facility**

Ms. Linden proposed policies and procedures for the recreational facility. It was discussed that pool volleyball should only occur during the week. Ms. Montagna reviewed the pickle ball hours with the Board. A discussion ensued. The Board stated the Pickle Ball hours shall go to 7:30am as opposed to 9am.

On a Motion by Ms. Linden, seconded by Mr. Bartolomeo, with four in favor and one opposed (Joe Mojica), the Board approved a policy effective February 1, 2019, the Tara Preserve Community Pool will be available for water volleyball three (3) times each week, on Monday, Wednesday, and Friday from 9:00 a.m. to 11:00 a.m. and there is no water volleyball on weekends or on holidays for the Tara Community Development District 1.
EIGHTH ORDER OF BUSINESS  Discussion Regarding Flooding at Driving Range

Mr. Schappacher reviewed the flooding issue at the driving range. A discussion ensued. It was decided that the golf course needs to take responsibility. Mr. Schappacher will prepare a letter to be included in a letter from Counsel to the Golf Course asking them to take responsibility for the Aqua Range.

NINTH ORDER OF BUSINESS  Consideration of Proposal for Pond Aeration

Ms. Montagna presented and reviewed Vertex Water Features’ proposal for pond aeration. Discussion ensued. The Board decided to table this item until their budget workshop.

TENTH ORDER OF BUSINESS  Consideration of Well Maintenance Contract

Ms. Montagna presented and reviewed the Well Maintenance Contract from Accurate Drilling Solutions.

On a Motion by Mr. Rado, seconded by Ms. Linden, followed by a vote of all in favor, the Board of Supervisors approved Accurate Drilling Solutions Well Maintenance Contract ($750.00/quarterly) for Tara Community Development District 1.

ELEVENTH ORDER OF BUSINESS  Consideration of Proposals for Reserve Study

Ms. Montagna presented the proposals from Custom Reserves and Florida Reserve Study. The Board would like Custom Reserves to do the reserve study for free as the representative offered.

TWELFTH ORDER OF BUSINESS  Discussion Regarding CDD TV Channel

Mr. DiBartolomeo discussed the CDD Channel. A discussion ensued. The Board will discuss further under policies and procedures at their workshop in February.

THIRTEENTH ORDER OF BUSINESS  Discussion Regarding Aquatic Plants and Use of Fertilizer

This item was discussed under the Aquatics Report.

FOURTEENTH ORDER OF BUSINESS  Discussion Regarding Pool Attire for Religious Requirements

The pool attire requirements will be updated regarding religious attire being allowed in the pool.

FIFTEENTH ORDER OF BUSINESS  Discussion Regarding Annual Plantings
It was decided that this would be discussed further at the February meeting with Dana Bryant being present.

**SIXTEENTH ORDER OF BUSINESS**
Discussion Regarding Development on SR 70, 175 and Ranch Lake Blvd. affecting flooding in the area

Mr. DiBartolomeo reviewed the information that he obtained at the TMA meeting. Mr. Schappacher went through some history for the Board. A discussion ensued. Mr. Schappacher will reach out to the County and City regarding this issue.

**SEVENTEENTH ORDER OF BUSINESS**
Discussion Regarding Continuing with a monthly/quarterly Newsletter

A discussion ensued regarding the newsletter.

On a Motion by Mr. Rado, seconded by Ms. Linden, with all in favor, the Board approved continuing the newsletter twice a year for the Tara Community Development District 1.

**EIGHTEENTH ORDER OF BUSINESS**
Consideration of the Minutes of the Board of Supervisors’ Meeting held on November 27, 2018

Ms. Montagna presented the minutes of the Board of Supervisors’ meeting held on November 27, 2018.

On a Motion by Mr. Connor, seconded by Mr. Rado, with all in favor, the Board approved the minutes of the Board of Supervisors’ meeting held on November 27, 2018 as presented for the Tara Community Development District 1.

**NINETEENTH ORDER OF BUSINESS**
Consideration of Operation and Maintenance Expenditures for November 2018

Ms. Montagna presented the Operations and Maintenance Expenditures for November 2018.

On a Motion by Mr. Rado, seconded by Ms. Linden, with all in favor, the Board approved the Operation and Maintenance Expenditures for November 2018 ($39,452.92) as presented for the Tara Community Development District 1.

**TWENTIETH ORDER OF BUSINESS**
Supervisor Requests
Ms. Montagna asked if there were any Supervisor requests. Mr. Mojica mentioned that the Board spent $117,000 today.

Ms. Linden spoke regarding the new furniture and the new key card system and the need for signage.

TWENTY-FIRST ORDER OF BUSINESS   Adjournment

Ms. Montagna stated that if there was no further business to come before the Board then a motion to adjourn would be in order.

On a Motion by Mr. Mojica, seconded by Mr. Connor, with all in favor, the Board adjourned the meeting at 12:27 p.m. for the Tara Community Development District 1.

[Signatures]

Secretary / Assistant Secretary

Chairman / Vice Chairman
Exhibit A
# Estimate

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<th>Estimate #</th>
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<td>1/8/2019</td>
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## Name / Address
Tara Preserve CDD  
7240 Tara Preserve Lane  
Bradenton FL 34203  
Jim/756-2416  
fieldmanager@taracdd.org

## Ship To
Tara Preserve CDD  
7240 Tara Preserve Lane  
Bradenton FL 34203  
Jim/756-2416  
fieldmanager@taracdd.org

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<td>1/8/2019</td>
<td>Karen</td>
<td>Palmetto</td>
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## Item Description

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Here is your requested Estimate.

### Subtotal
$2,781.80

### Sales Tax (7.0%)
$192.28

### Total
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<th>Phone #</th>
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<tr>
<td>941-722-5643</td>
<td>941-723-9223</td>
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Living Acc Adjustable

$299.99

Ace Hardware

$329.00

Product Suggestions

Adams Polypropylene Adjustable Backrest Chaise Lounge
Rio Brands Blue Steel Adjustable Backrest
Living Accents Brown Aluminum Adjustable Backrest Chaise Lounge
Living Accents Brown Aluminum Adjustable Backrest Chaise Lounge
Rio Brands Silver Steel Adjustable Backrest Chaise Lounge

$329.00
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**About Ace**  
**Resources**

Need Help? Have a question or comment?  
1-888-827-4223  
Email Us

[Social Media Icons]
Florida Patio
L-151 Lounge
Exhibit B
Special Services Proposal for
Tara CDD I

Partnership for Beautiful and Healthy Waterways

Aquatic Systems
LAKE & WETLAND SERVICES
2100 NW 33rd Street • Pompano Beach, FL 33069
800-432-4302 • www.aquaticsystems.com
January 21, 2019

Ms. Angel Montagna, District Manager
Tara CDD I
c/o Rizzetta & Company
12750 Citrus Park Lane, Suite #115
Tampa, Florida 33625

VIA EMAIL: amontagna@rizzetta.com

Dear Angel:

Our detailed survey of the ponds, sites #21, #23, #37, #42 and #45 at Tara CDD I indicates the need for beneficial wetland plant introduction.

Native aquatic plants are vital components of lake, pond and canal ecosystems. They form an important link between the base of the foodweb and the higher forms of plant and animal life. These plants provide protection, spawning and feeding habitats for aquatic animals, waterfowl and fish. Water quality is directly improved by the balance of ecological factors, including the presence of native wetland plants.

We recommend introduction of clusters of the emergent aquatic plant species as per the attached quotation(s).

These selected areas along the littoral region are indicated on the attached map.

Environmental benefits of a planting will be:

- Creation of wildlife sanctuary and waterfowl nesting areas.
- Sediment filtration.
- Absorption of excessive nutrients (from fertilization and road runoff).
- Erosion deterrent.
- Increased food chain supply.
- Improved fish habitat.
- Enhanced aesthetics (shoreline is presently barren).

A total one-time investment includes all wetland plant material, labor, insurance and travel time necessary for completion of your planting.

We look forward to working with you on implementing this integrated program at Tara CDD I.

Sincerely,

Elizabeth Rocque
Sales Manager/Biologist
EFR/ims

cc: Josh McGarry, District Manager
cc: Doug Agnew, Senior Consultant
Enclosures

Vertex Water Features Authorized Lake Aeration & Fountain Dealer
2100 NW 33rd Street • Pompano Beach, FL 33069 • 1-800-432-4302 • www.aquaticsystems.com
Ft. Myers • Ft. Pierce • Jacksonville • Miami • Pompano Beach • Sanford • Sarasota • St. Petersburg • Sun City • Wesley Chapel • Winter Garden
Aquatic Systems, Inc.
Lake & Wetland Management Services
Everything a Lake Should Be
2100 NW 33rd Street, Pompano Beach, FL 33069
Telephone: 1-800-432-4302
www.aquaticsystems.com

This Agreement made the date set forth below, by and between Aquatic Systems, Inc., a Florida Corporation, hereinafter called "ASI", and

Ms. Angel Montagna, District Manager
Tara CDD I
c/o Rizzetta & Company
12750 Citrus Park Lane, Suite #115
Tampa, Florida 33625
(813) 933-5571
amontagna@rizzetta.com

Planting Agreement

#00033870

Sites: #21, #23, #37, #42 & 45

Prices Quoted are F.O.B.: Delivered & Planted

Date of proposal: January 19, 2019  EFR-AO

We are pleased to quote special pricing as follows:

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<th>Quantity</th>
<th>Description</th>
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<td>900</td>
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<td>875</td>
<td>Pickerelweed (Pontederia cordata)</td>
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<tr>
<td>50</td>
<td>Spatterdock (Nuphar luteum)</td>
<td>Bareroot</td>
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<tr>
<td>50</td>
<td>White Waterlily (Nymphaea odorata)</td>
<td>Bareroot</td>
</tr>
</tbody>
</table>

Note: Plants to be installed in clumps around the perimeter on 18 inch centers. All plant species to be evenly divided within the number allocated per pond.

Site #21: 420 Plants $539.00
Site #23: 1,320 Plants $1,628.00
Site #37: 250 Plants $334.00
Site #42: 445 Plants $569.00
Site #45: 340 Plants $442.00

Total Balance Due Upon Planting $3,512.00

The above price is effective for 90 days from the date of this proposal.

Plant Survival Guarantee

All plants provided and installed under the terms of this Agreement are guaranteed to be of good quality and free of existing disease or defects at the time of installation. A Warranty is provided for survival of 80% of installed plants for a ninety (90) day period following installation or until such time as another company other than Aquatic Systems, Inc. accepts the planted areas for maintenance, whichever is less. If survival is less than 80% at the end of the 90-day period or upon acceptance for maintenance, replanting (to 80% survivability) shall be performed by ASI at no cost to the CUSTOMER. This plant survival warranty does not include the loss or damage of installed plant materials due to acts of God such as flood, fire, drought or other catastrophic events nor does the warranty cover loss or damage due to theft, vandalism, erosion, pestilence, predation by turtles, fish or other animals, or negligence by others. It is the responsibility of the CUSTOMER to maintain water depths at planned levels. Plant loss or damage from high or low levels is not covered by this Warranty.

Terms & Conditions of Special Services Agreement

1. If CUSTOMER does not directly own the areas where services are to be provided, CUSTOMER warrants and represents that he has control of these areas to the extent that he may authorize the specified services and in the event of dispute of ownership agrees to defend, indemnify and hold ASI harmless for the consequences of such services.

ASI, Inc.  Page 1 of 2
2. ASI will be reimbursed by the CUSTOMER for administrative fees, compliance programs, invoicing or payment plans or similar expenses caused by requirements placed on ASI by the CUSTOMER that are not explicitly included in this contract’s specifications.

3. ASI, at its expense, shall maintain the following insurance coverage: Workman’s Compensation (statutory limits), General Liability, Property Damage, Products and Completed Operations Liability, and Automobile Liability.

4. If at any time during the term of this Agreement the government imposes any additional regulatory permit requirements or fees, this Agreement may be renegotiated to include these changes and the cost of the additional services and/or fees.

5. Cyanobacteria identification and toxin testing are not included in this agreement. Cyanobacteria are common throughout Florida waterways and our algae management program cannot guarantee the absence, elimination or control of cyanobacteria and toxins. ASI shall in no event be liable to CUSTOMER, or others, for indirect, special or consequential damages resulting from the presence of cyanobacteria or cyanobacteria toxins in their waterbodies.

6. ASI is not responsible under any circumstances for flooding or water damage from fouled water level control structures resulting from ASI installing Carp Containment Barriers on the structures.

7. Payment terms are net 30 days from invoice date. All amounts remaining due and owing 30 days after billing by SELLER shall bear interest at the rate of 1.5% per month until paid in full. The CUSTOMER shall pay all costs of collection, including liens and reasonable attorney’s fees. ASI may cancel this Agreement, if CUSTOMER is delinquent more than sixty (60) days on their account.

8. Upon the anniversary date, this Agreement shall automatically be extended for successive twelve-month periods, unless notice of non-renewal has been received by either party, in writing, at least thirty (30) days prior to the anniversary date. ASI may, with thirty (30) days’ pre-notification, change pricing effective upon the next anniversary date.

9. If at any time during the term of this Agreement, CUSTOMER feels ASI is not performing in a satisfactory manner, CUSTOMER shall inform ASI, by certified mail, return-receipt requested, stating the reasons for CUSTOMER’S dissatisfaction. ASI shall investigate and attempt to cure the defect. If, after 30 days from the giving of the original notice, CUSTOMER continues to feel ASI performance is unsatisfactory, CUSTOMER may cancel this Agreement by giving 30 days notice (“Second Notice”) to ASI and paying all monies owing to the effective date of termination.

10. This Agreement constitutes the entire Agreement of the parties hereto and no oral or written alterations or modifications of the terms contained herein shall be valid unless made in writing and accepted by an authorized representative of both ASI and the CUSTOMER.

Customer or Authorized Agent Signature

Date

Print Name and Title of Signer

Print Company Name of Signer

Aquatic Systems, Inc. Signature

Date

ASI, Inc. Page 2 of 2
Our Commitment to Responsible Lake Management

Aquatic Systems has been effectively managing Florida lakes, ponds, wetlands and uplands using targeted treatments based on scientific research for over 40 years. Headquartered in Pompano Beach and operating throughout the state of Florida, we are committed to the restoration and maintenance of naturally occurring freshwater lakes and ponds, man-made storm water/pollution retention ponds, wetlands and preserves.

Our Commitment to You

We believe that forming long-lasting partnerships with our customers is key to attaining beautiful, healthy waterways for all to enjoy.

You can expect us to:

• Respond to all calls within 48 hours, our average is 97% response in under a day
• Deliver detailed reports after every visit
• Be available for board or community meetings to give presentations or just answer questions
• Propose and promote methods that are better for the environment and more cost effective over time

Environmental Mission

We hire degreed biologists with the knowledge and experience to continuously assess and make recommendations based upon the conditions present each time they enter your property for service.

In addition to the tests we run for customers, our team of scientists engage in ongoing research to improve our lake management technology. Our goal is to find environmentally sound solutions that overcome this growing problem in the challenging Florida environment.

We use the observations of our service teams and the research from our labs to find and promote earth-friendly products and methods to treat both common and challenging water problems.

Your Personal Lake & Wetland Management Team

Doug Agnew
General Manager & Senior Consultant
B.S. in Environmental Studies, Richard Stockton College of New Jersey, 33 years’ experience.

Josh McGarry
District Manager
A.A. Liberal Arts, University of Florida, 10 years’ experience.

Liz Rocque
Sales Manager
B.S. in Environmental Science and Policy, University of South Florida, Five years’ experience.

Sam Sardes
Weed Science Director, Certified Lake Professional
M.S. in Agronomy, University of Florida, Five years experience.

Sarah Bowen
Account Rep & Field Biologist
B.S. in Biology, University of South Florida, Four years’ experience.

Natalie Clagett
Assistant Account Rep & Field Biologist
B.S. in Marine Science, Coastal Carolina University, Two years’ experience.

Alex Johnson
Service Manager
B.S. in Marine Biology, Auburn University, Three years’ experience.

www.aquaticsystems.com • 800.432.4302
11 field offices throughout the state to service our customers

**Community Development District**
- Harrison Ranch CDD
- Heritage Harbor South CDD
- Tara CDD
- Venetian CDD

**Home Owners Association**
- Grand Palm
- Mill Creek 1-5
- River Wilderness

**Golf Course**
- Boca Royale
- Heritage Oaks Golf & Country Club
- Lemon Bay Country Club
- Oyster Creek

**Commercial**
- Nathan Benderson Park - North Lake

www.aquaticsystems.com • 800.432.4302
Aquatic Management Programs

Working in Florida Waterways Since 1977

Our beautiful Florida environments! We work and live in them every day! Aquatic Systems restores and maintains ponds, lakes, wetlands and preserves. Our exceptional results stem from using balanced and ecologically-compatible technologies.

Algae and Aquatic Weed Control

- Treatments targeted to the specific algae or plant in each water body
- Ongoing research to determine the underlying causes of overgrowth
- Scheduled treatments with management reporting
- Degreed, state certified and licensed aquatic technicians

Wetland and Upland Mitigation Services

- Design, creation and restoration of natural areas
- Exotic plant control and removal
- Mitigation management and government reporting
- Compliance violation correction services
- State certified and licensed natural areas field technicians

Midge Fly and Mosquito Control

- Treatment for year-round control of nuisance organisms: swarming midge flies, mosquito larvae, leeches and more
- State licensed and insured in public health pest control

Aquatic Lab and Field Testing and Research

- Experienced field biologists for field testing
- In-house labs for water quality testing and algae identification
- Aquatic weed science research lab to find better treatments
- Bathymetric mapping
- Easy to understand reports
- Staff biologist available for your questions

Vertex Lake Aeration and Floating Fountains

- Sales, installation, service and repair by well-trained technicians of:
  - Bottom diffused aeration systems to improve overall water quality
  - Custom design/build of floating fountains up to 60 horsepower with spectacular display heights from 10' to 100'

Fisheries Management

- Triploid grass carp to help control aquatic weeds
- Redear and bluegill help control midge flies
- Sport fish including largemouth bass, catfish and bluegill

www.aquaticsystems.com • 800.432.4302
Lake Water Quality Testing and Research Services

Aquatic Systems has a fully staffed, in-house laboratory to provide complete water testing services to our clients. Laboratory data have many uses; including determining suitability of water for recreation or for irrigation. All water chemistry and bacteria test reports include full explanations and an aquatic biologist is available at our laboratory to answer all your questions.

The team, shown below, consists of the top professionals in lake science and experienced regional biologists who receive ongoing training to perform all tests to the highest standards.

**FIELD ASSESSMENT SAMPLING**
From identifying potential source points for excessive nutrients to oxygen and temperature levels; your assessments are performed by our highly trained field biologists.

**BATHYMETRIC LAKE MAPPING**
How deep is your lake? How thick is the vegetation? A 3-D map of the lake will help us treat the water more efficiently and/or specify the most effective aeration system.

**WATER QUALITY LAB**
Water is more than H₂O. It is comprised of a multitude of nutrients and particulates. Our lab scientists can perform over 30 specialized tests to determine your water's true chemistry.

**ALGAE IDENTIFICATION LAB**
To treat the algae, it's important to know what type of algae you are having problems with. We can identify both the type of algae and whether or not it is toxic.

**AQUATIC PLANT AND ALGAE LAB**
Our in-house research lab studies difficult to control invasive species to find the most effective rate and types of treatments that minimize potential harm to the environment.

**CONSULTING SERVICES**
Our experts are available for water resource management presentations, or to just answer questions at your meetings. Continuing Education Units (CEUs) are also available.
Exhibit C
1. Hedge along TARA Blvd scheduled to be trimmed 1/15/19
2. Palm Fronds Have Been Removed on The Birds Eye Bismarck
3. The Brazilian Pepper at the End of Covey Court will be addressed in sequence
4. This Pine tree will be removed, (flush cut) while trimming Brazilian Pepper in the area
5. Proposal Forthcoming
6. Palm Boots are being addressed during January Clean-up
7. The Palms in the Passive Park on Tailfeather are being addressed
8. The Bougainvillea installed at the Linger Lodge monuments has been fertilized and cut back. I look for it come back in the Spring, if it does not we will discuss replacement.
9. (12) N/A car damage to culvert
10. (13) Robinii in front of the Tailfeather South sign will be trimmed
11. (14) The Vegetation along the fence, parallel to Linger Lodge (across from the school) was previously proposed and voted down. I will provide a new Proposal for the area, creating a 3’ maintenance buffer, for continued maintenance.
Exhibit D
January 15, 2019

Company Name: Tara CDD

to whom: Angel Montagna
address: 5844 Old Pasco Rd

city, state: Wesley Chapel, FL 33544
phone: 813-994-1001
email: amontagna@rizzetta.com

RE: Landscape Proposal for Project TARA

Dear to whom,
Thank you for the opportunity to bid on this project. Find the following Sunrise Landscape Contractors, Inc.’s proposal with the landscape materials itemized for your review. Please note that this proposal is based on plans and specifications prepared by

Proposal Summary: Palm Tree Maintenance

Palm Trees: $1,200.00

GRAND TOTAL: $1,200.00 *

* Pricing is valid for 30 days

Please do not hesitate to contact this office if you have any questions or comments. Sunrise Landscape looks forward to working with you towards the successful completion of this project. Thank you for extending to us the opportunity to earn your business.

Sincerely,

Dana Bryant
D. Bryant

CUSTOMER or REPRESENTATIVE SUNRISE LANDSCAPE - D Bryant

Accepted By: ____________________________ Accepted By: ____________________________

Print Name: ____________________________ Print Name: ____________________________

Date: ____________________________ Date: ____________________________

Sunrise Landcare Inc.
P.O. Box 16531 • Tampa, FL 33687 • (813) 985-9381 • FAX (813) 664-0155
PROPOSAL: Palm Tree Maintenance

SCOPE: See Attached

<table>
<thead>
<tr>
<th>Landscape Materials</th>
<th>QTY</th>
<th>Price</th>
<th>Unit</th>
<th>Total</th>
</tr>
</thead>
<tbody>
<tr>
<td>Trees</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Palm Trees Quarterly</td>
<td>4</td>
<td></td>
<td>per</td>
<td>$300.00</td>
</tr>
</tbody>
</table>

GENERAL NOTES: NOTE: Any work or items not specifically included are excluded.
1. Any work or items not specifically included are excluded.
2. Annuals are excluded from warranty / guarantee.
3. Irrigation by Other. Material without automated/adequate irrigation cannot be guaranteed.
4. Guarantee does not cover replacement of material that is damaged or missing during guarantee period.
5. Customer is solely responsible for all underground obstructions, including without limitation utility lines, limerock, and construction debris. Sunrise Landscape reserves the right to pass onto the Customer any additional actual costs it incurs if unusual or unanticipated ground conditions such as rock formations or other underground obstructions impede the installation contemplated under this Contract.
6. This proposal and price is good for 45 days from date of quote, prices subject to change thereafter.
7. If extraneous or deleterious materials or conditions detrimental to plant growth or installation of any material are encountered, an on-site review will be done, and the General Contractor, Owner's Representative, or Owner notified of recommendations and the costs involved for remedial actions.
8. All plants, trees, sod, etc. required for this job are subject to market availability.
9. Clean up of site limited to debris and waste generated by this contractor.
10. These notes become part of any contract or agreement entered into unless specific exceptions are made in writing stating otherwise, adding to or deleting from scope of work.
11. Watering Restrictions: Sunrise Landscape is bound by local water restrictions which may in fact result in irreparable stress and/or demise of landscape plant material and turf. Sunrise Landscape cannot be held responsible for long or short term drought related stress, damage, or demise of landscape plant material and turf with regards to restricted irrigation regulations over which Sunrise Landscape has no direct control.
12. Lien: According to Florida's Construction Lien Law (sections 713.001-713.37, Florida Statutes), those who work on your property or provide materials and are not paid in full have a right to enforce their claim against your property. This claim is known as a construction lien. If your contractor or a subcontractor fails to pay subcontractors, sub-subcontractors, or material suppliers or neglects to make other legally required payments, the people who are owed money may look to your property for payment, even if you have paid your contractor in full. If you fail to pay your contractor, your contractor may also have a lien on your property. This means if a lien is filed your property could be sold against your will to pay for labor, materials, or other services that your contractor or a subcontractor may have failed to pay. Florida's Construction Lien Law is complex and it is recommended that whenever a specific problem arises, you consult an attorney.
13. Attorney Fees: In any litigation, arbitration, or other proceeding by which one party either seeks to enforce its rights under this Agreement (whether in contract, tort, or both) or seeks a declaration of any rights or obligations under this Agreement, the prevailing party shall be awarded its reasonable attorney fees, and costs and expenses incurred.
## Activity

<table>
<thead>
<tr>
<th>Activity</th>
<th>QTY</th>
<th>Rate</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Arborjet® Imajet Systemic Insecticide Trunk</strong></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Injected For Treatment Of Whitefly</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Bismarck Palm (6&quot; clear trunk and larger)</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Trunk injection with 6 month duration of effectiveness Feb/July most ideal</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>Fertilization Bismark Palm</strong></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Quarterly Fertilization of Mature Bismark Palm</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>Fertilization Royal Palm</strong></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Quarterly Fertilization of Mature Royal Palm</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>Fertilization Of Foxtail Palm</strong></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Quarterly fertilization of Foxtail Palm</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>Fertilization Queen Palm</strong></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Quarterly Fertilization of Queen palm</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>Tara Preserve - Bradenton</strong></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>2x per year - Bismarck injections for palm weevil prevention needed</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>4x per year for the fertilization</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>4x per year Royal palms inspected for spiraling white fly and we will advise if needed to inject for treatment.</td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

**Total**

**Thank you.**

Accepted By

Accepted Date
Exhibit E
Tara
Community Development District

Proposal for
Amenity Management Services

Presented by: Rizzetta & Company, Inc.

3434 Colwell Avenue, Suite 200
Tampa, Florida 33614
813.514.0400
rizzetta.com
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<thead>
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<th>Section</th>
<th>Page</th>
</tr>
</thead>
<tbody>
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<td>2</td>
</tr>
<tr>
<td>Rizzetta Amenity Services Management Team</td>
<td>3</td>
</tr>
<tr>
<td>Scope of Services</td>
<td>5</td>
</tr>
<tr>
<td>Schedule of Fees</td>
<td>8</td>
</tr>
</tbody>
</table>
About Rizzetta Amenity Services

AMENITY MANAGEMENT SERVICES:

Rizzetta Amenity Services, Inc., ("Consultant") is an affiliate of Rizzetta & Company, Inc., which offers an extensive menu of amenity management services for both Community Development Districts and Community Associations.

We provide professional onsite management services for amenity facilities in both Community Development Districts and Community Associations. Our amenity management services are customized and cost effective to meet our client's needs. We offer creative and diverse programs which include numerous activities for both children and adults. We currently manage over thirty amenity facilities throughout Florida with combined annual operating budgets in excess of four million dollars.

Please see our complete listing of amenity management services below:

✓ Pre-Opening Services
✓ Onsite Management Services
✓ Recreation Management Services
✓ Lifestyle Programming and Activities
Scott V. Smith, Regional Manager, Community Services

Scott Smith is the Regional Manager, Community Services for Rizzetta & Company Inc. He is responsible for the management and oversight of the Community Services Department, this includes all Field Services and Amenity Services for the company.

Mr. Smith most recently served as Manager, Business Development where he was responsible for market share growth, client relations, branding and marketing.

Prior to that he served as Amenity Services Manager overseeing and supporting the amenity management staff. He also served as onsite Director of Operations for the MiraBay Home Owners Association. Mr. Smith started with the company in 2006 as an Associate District Manager in the Wesley Chapel office.

Prior to joining Rizzetta & Company, Inc., Mr. Smith worked for Universal Studios Florida as a General Operations and Procedures trainer for 4 years. Following this, Mr. Smith worked as a Sales Manager for both The Florida Aquarium and Yacht Starship in Tampa, Florida where he was responsible for securing private event contracts for the corporate and convention markets. During this time he worked closely with Visit Tampa Bay and partners to help promote Tampa as a destination for potential convention groups.

Mr. Smith attended Full Sail, Center for the Recording Arts in Winter Park, FL. with a major in Film and Video Production. He is also a Licensed Real Estate Agent in the State of Florida.

Mr. Smith can be reach at the following office location:

Citrus Park Office
12750 Citrus Park Lane
Suite 115
Tampa, Florida 33625
Phone: 813.933.5571
Email: ssmith@rizzetta.com
Gregg Gruhl, Manager, Amenity Services

Gregg Gruhl is the Manager, Amenity Services for Rizzetta & Company, Inc., and oversees and supports the onsite facility management staff for Rizzetta Amenity Services, Inc. (RASI). He was named to the position in April 2016. Mr. Gruhl most recently served as Clubhouse and Amenity Manager for the Country Walk community in Wesley Chapel, Florida. Mr. Gruhl started with Rizzetta Amenity Services in May of 2011 as a Clubhouse and Amenity Manager for the Carriage Point community in Gibsonton, Florida.

Prior to joining Rizzetta Amenity Services Mr. Gruhl served as the Region 3 Tennis Program Coordinator for USTA Florida where he developed the strategic marketing for Adult & Junior League tennis in the USTA Florida Section Region 3 including more than 30 tennis leagues and involving more than 7,000 players.

Prior to that Mr. Gruhl was also the Chief Operating Officer and founding partner of GL Sports Entertainment planning and directing event operations as well as sponsorship sales. He has a wide variety of event experience that ranges from the USTA Pro Circuit, ABA, AVP and Indy Car to MMA, Boxing and Soccer.

In 2005 Mr. Gruhl opened the $12 million dollar Sports & Field Athletic Club in Wesley Chapel assuming a double duty role by not only being the General Manager of the facility, but also the General Manager of the Tampa Bay Strong Dogs a member of the American Basketball Association. A team owned by Sports & Field.

Mr. Gruhl is also a former Athletic Director of Tampa’s prestigious Harbour Island Athletic Club, after serving 22 years as the Director of Tennis at Northdale Golf and Tennis Club. Mr. Gruhl received his Bachelor of Arts from the University of South Florida in 1981. He is one of 3 Founders of the CHAMPS Middle School Foundation.

Mr. Gruhl can be reach at the following office location:

Citrus Park Office
12750 Citrus Park Lane
Suite 115
Tampa, Florida 33625
Phone: 813.933.5571
Email: ggruhl@rizsetta.com

Rizzetta & Company
INTRODUCTION:

Rizzetta Amenity Services, Inc. ("Consultant"), at the request of the Tara Community Development District ("District") is providing a proposal for professional Amenity Management Services. These services are listed by the following categories:

- MANAGEMENT
- PERSONNEL
- RESPONSIBILITIES
- ADDITIONAL SERVICES
- LITIGATION SUPPORT SERVICES

A detailed description of these services is provided below:

MANAGEMENT:

Rizzetta Amenity Services, Inc. shall provide expert general management and oversight of the contract with the District within the agreed to scope of service. These responsibilities include duties associated with managing the personnel, such as recruiting, hiring, training, oversight and evaluation.

As required, the Consultant will attend meetings to provide any updates or address concerns. The Consultant will be available to any board member for open and direct communications regarding any questions they may have.

PERSONNEL:

The Consultant shall provide the services of a Field Manager that will be assigned to the District. A general description of this position is provided below:

1. **Field Manager:** Shall be employed as a part time, hourly position to oversee and supervise the amenity facilities. They are the onsite representative of the Consultant and the first point of contact with the residents on a day to day basis for the District. The Field Manager shall have the responsibilities of overseeing all outside maintenance services, managing resident relations, coordinating with other outside entities as needed, and interacting with the District's Board of Supervisors and District Manager.
RESPONSIBILITIES:

The onsite management personnel will be responsible for the following services, a detailed description of these services is provided below:

- Field Manager reports directly to the CDD District Manager.
- Full knowledge/awareness of security systems, procedures and policies with the ability to assess and propose cost effective methods for securing community facilities.
- Assist the District Manager in reviewing bid documents for contractual services.
- Monitor Community Center’s daily activities as well as activities at the pool and recreational facilities. Must be able to schedule and oversee such events.
- Full knowledge/awareness of all aspects of residential community maintenance to include BASIC carpentry, electrical, plumbing, painting, landscaping, and facilities.
- Responsible for day to day operations, budgeting, managing vendor contracts and supervision.
- Arrange, bid, and supervise work of outside contractors.
- Assess property damage, neglect and depreciation and estimate costs associated with repair and/or replacement.
- Negotiate purchasing and bidding of contracted services.
- Perform regularly scheduled reviews of the following: Preventative maintenance records, inventories, purchases and monthly utility invoices.
- Maintain an operations and maintenance manual complete with current drawings and any other pertinent documents.
- When requested, attend Board meetings.
- Create and monitor annual maintenance budget and provide input when necessary at monthly CDD meetings.
- Assist District Manager in preparation of annual district operating budget.
- Handle after-hours calls for emergencies.
- Work with outside vendors and additional onsite staff (if applicable) to ensure community meets quality maintenance standards set by Board of Supervisors.
- Drive community a minimum of two times per week for trash and other issues and report to District Manager.
ADDITIONAL SERVICES:

In addition to the Amenity Management Services described above, the District may, from time to time, require additional services from the Consultant. Any services not specifically provided for in the scope of services above, as well as any changes in the scope requested by the District, will be considered additional services. Such additional services may include but are not limited to attendance at additional meetings, District presentations and vendor responses.

If any additional services are required or requested, the Consultant will provide a detailed description of these services and fees for such services to the District for approval prior to beginning any additional services.

LITIGATION SUPPORT SERVICES:

Prepare documentation in response to litigation requests and provide necessary expert testimony in connection with litigation involving District issues.

If any litigation support services are required or requested, the Consultant will provide a detailed description of these services and fees for such services to the District for approval prior to beginning any additional services.
## Option One:

### AMENITY MANAGEMENT SERVICES:

Services will be billed bi-monthly monthly, payable pursuant to the following schedule for the period of **October 1, 2018 to September 30, 2019**

### SERVICES (October 1, 2018 to September 30, 2019)

**Full Time Personnel (25 hours per week for 52 weeks)**
- Field Manager

<table>
<thead>
<tr>
<th>Service Description</th>
<th>Annual Cost</th>
</tr>
</thead>
<tbody>
<tr>
<td>Budgeted Personnel Total (1)</td>
<td>$27,593.34</td>
</tr>
<tr>
<td>General Management and Oversight (2)</td>
<td>$9,600.00</td>
</tr>
<tr>
<td><strong>Total Services Costs:</strong></td>
<td>$37,193.34</td>
</tr>
<tr>
<td>Operating Deposit (One-time fee) (3)</td>
<td>$2,931.16</td>
</tr>
<tr>
<td><strong>Total Services Costs:</strong></td>
<td><strong>$40,124.50</strong></td>
</tr>
</tbody>
</table>
**Option Two:**

**AMENITY MANAGEMENT SERVICES:**

Services will be billed bi-monthly monthly, payable pursuant to the following schedule for the period of **October 1, 2018 to September 30, 2019**

---

**SERVICES (October 1, 2018 to September 30, 2019)**

**Full Time Personnel (15 hours per week for 52 weeks)**
- Field Manager

<table>
<thead>
<tr>
<th></th>
<th>ANNUAL</th>
</tr>
</thead>
<tbody>
<tr>
<td>Budgeted Personnel Total (1)</td>
<td>$17,134.51</td>
</tr>
<tr>
<td>General Management and Oversight (2)</td>
<td>$9,600.00</td>
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<tr>
<td><strong>Total Services Costs:</strong></td>
<td><strong>$26,734.51</strong></td>
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<tr>
<td>Operating Deposit (One-time fee) (3)</td>
<td>$2,125.68</td>
</tr>
<tr>
<td><strong>Total Services Costs:</strong></td>
<td><strong>$28,860.19</strong></td>
</tr>
</tbody>
</table>

(1). These budgeted costs reflect full personnel levels required to perform the services outlined in this proposal. Personnel costs includes: All direct costs related to the personnel for wages, benefits (Full Time only), applicable payroll-related taxes, workers’ compensation, payroll administration and processing, background checks and drug testing.

(2). General Management and Oversight: The costs associated with Rizzetta Amenity Services, Inc.'s expertise and time in the implementation of the day to day scope of services, management oversight, hiring, and training of staff.

(3). Operating Deposit: A one-time deposit required for use in paying salaries and related costs for personnel assigned and providing services to the District. This operating deposit is defined as one month of maximum total services costs.
The District shall be responsible for any of the following costs associated with the operation of the amenity facilities:

**Uniforms:** Personnel shall wear community specific shirts provided by the District if required.

**Cell Phone:** Management personnel shall require a cell phone or a cell phone allowance. This phone will also be used as the contact number for the District for after hour emergencies.

**Office Equipment:** Personnel will require a dedicated computer, printer and a digital camera as well as convenient access to an onsite copier and fax machine, provided by the District. (All office supplies, including printer cartridges, shall be provided by the District).

**Mileage Reimbursement:** Personnel shall receive mileage reimbursement incurred while performing the District's responsibilities when using a personal vehicle. Mileage shall be reimbursed at the rate approved by the Internal Revenue Service.
### ADDITIONAL AND LITIGATION SUPPORT SERVICES:

Additional and Litigation Support Services will be billed hourly pursuant to the current hourly rates shown below:

<table>
<thead>
<tr>
<th>Job Title</th>
<th>Hourly Rate:</th>
</tr>
</thead>
<tbody>
<tr>
<td>Principal</td>
<td>$300.00</td>
</tr>
<tr>
<td>Vice President</td>
<td>$250.00</td>
</tr>
<tr>
<td>Chief Financial Officer</td>
<td>$250.00</td>
</tr>
<tr>
<td>Director</td>
<td>$225.00</td>
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<tr>
<td>Information Technology Manager</td>
<td>$225.00</td>
</tr>
<tr>
<td>Regional District Manager</td>
<td>$200.00</td>
</tr>
<tr>
<td>Financial Services Manager</td>
<td>$200.00</td>
</tr>
<tr>
<td>Accounting Manager</td>
<td>$200.00</td>
</tr>
<tr>
<td>Regional Licensed Community Association Manager</td>
<td>$200.00</td>
</tr>
<tr>
<td>District Manager</td>
<td>$175.00</td>
</tr>
<tr>
<td>Licensed Community Association Manager</td>
<td>$175.00</td>
</tr>
<tr>
<td>Amenity Services Manager</td>
<td>$175.00</td>
</tr>
<tr>
<td>Clubhouse Manager</td>
<td>$175.00</td>
</tr>
<tr>
<td>Senior Helpdesk Support Engineer</td>
<td>$175.00</td>
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<tr>
<td>Financial Analyst</td>
<td>$150.00</td>
</tr>
<tr>
<td>Senior Field Services Manager</td>
<td>$150.00</td>
</tr>
<tr>
<td>Senior Accountant</td>
<td>$150.00</td>
</tr>
<tr>
<td>Field Services Manager</td>
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<tr>
<td>Community Association Coordinator</td>
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<tr>
<td>Financial Associate</td>
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<tr>
<td>Staff Accountant</td>
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<tr>
<td>Accounting Clerk</td>
<td>$85.00</td>
</tr>
<tr>
<td>Administrative Assistant</td>
<td>$85.00</td>
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</tbody>
</table>