



**TWO LAKES  
COMMUNITY DEVELOPMENT  
DISTRICT**

**MIAMI-DADE COUNTY  
REGULAR BOARD MEETING  
JANUARY 22, 2026  
6:00 P.M.**

Special District Services, Inc.  
8785 SW 165th Avenue, Suite 200  
Miami, FL 33193  
786.313.3661 Telephone  
877.SDS.4922 Toll Free  
561.630.4923 Facsimile

**AGENDA**  
**TWO LAKES COMMUNITY DEVELOPMENT DISTRICT**

Aquabella Clubhouse

10401 W 35<sup>th</sup> Lane

Hialeah, Florida 33018

**REGULAR BOARD MEETING**

January 22, 2026

6:00 p.m.

- A. Call to Order
- B. Proof of Publication.....Page 1
- C. Establish Quorum
- D. Additions or Deletions to Agenda
- E. Comments from the Public for Items Not on the Agenda
- F. Approval of Minutes
  - 1. December 3, 2025 Special Board Meeting.....Page 2
- G. Old Business
  - 1. Update Regarding Status of the Recording of the Easement and the Overdue Payment of \$17,500 from the Association to the District
  - 2. Update Regarding Lake Fountain Installation (Main Clubhouse Lake)
  - 3. Update Regarding Gym Upgrades.....Page 6
  - 4. Update Regarding Kids Playroom.....Page 7
  - 5. Update from Engineering Regarding Aquabella Multi-Sport Courts.....Page 8
  - 6. Update Regarding Pool Heater Discussion
- H. New Business
  - 1. Discussion Regarding Preventive Maintenance Proposals for Gym Equipment.....Page 10
  - 2. Discussion Regarding IT Network and CCTV Support Services.....Page 27
  - 3. Consider Ratification of Second Amendment to Security Services Agreement.....Page 31
  - 4. Consider Ratification of Third Amendment to Clubhouse Agreement.....Page 38
- I. Administrative Matters
  - 1. Discussion Regarding Amendment to Club Rules – Firearms Policy
- J. Board Member & Staff Closing Comments
- K. Adjourn

Publication Date  
2026-01-12

Subcategory  
Miscellaneous Notices

TWO LAKES COMMUNITY  
DEVELOPMENT DISTRICT  
AMENDED FISCAL YEAR 2025/2026 REGULAR  
MEETING SCHEDULE

NOTICE IS HEREBY GIVEN that the Board of Supervisors (the "Board") of the Two Lakes Community Development District (the "District") will hold Regular Meetings at the Aquabella Clubhouse located at 10401 W 35th Lane, Hialeah, Florida 33018 at 6:00 p.m. on the following dates:

January 22, 2026

February 26, 2026

March 26, 2026

April 23, 2026

May 28, 2026

June 25, 2026

July 23, 2026

August 27, 2026

September 24, 2026

The purpose of the meetings is for the Board to consider any District business which may lawfully and properly come before the Board. Meetings are open to the public and will be conducted in accordance with the provisions of Florida law for community development districts. Copies of the Agenda for any of the meetings may be obtained from the District's website or by contacting the District Manager at 786-313-3661 and/or toll free at 1-877-737-4922, prior to the date of the particular meeting.

From time to time one or two Board members may participate by telephone; therefore, a speaker telephone will be present at the meeting location so that Board members may be fully informed of the discussions taking place. Said meeting(s) may be continued as found necessary to a time and place specified on the record.

If any person decides to appeal any decision made with respect to any matter considered at these meetings, such person will need a record of the proceedings and such person may need to ensure that a verbatim record of the proceedings is made at his or her own expense and which record includes the testimony and evidence on which the appeal is based.

In accordance with the provisions of the Americans with Disabilities Act, any person requiring special accommodations or an interpreter to participate at any of these meetings should contact the District Manager at 786-313-3661 and/or toll free at 1-877-737-4922 at least seven (7) days prior to the date of the particular meeting.

Meetings may be cancelled from time to time with no advertised notice.

TWO LAKES COMMUNITY  
DEVELOPMENT DISTRICT  
[www.twolakescdd.org](http://www.twolakescdd.org)

PUBLISH:

MIAMI HERALD 01/12/26

IPL0301880

Jan 12 2026

**TWO LAKES COMMUNITY DEVELOPMENT DISTRICT  
SPECIAL BOARD MEETING  
DECEMBER 3, 2025**

**A. CALL TO ORDER**

District Manager Armando Silva called the December 3, 2025, Special Board Meeting of the Two Lakes Community Development District (the “District”) to order at 5:39 p.m. at the Aquabella Clubhouse located at 10401 W 35th Lane, Hialeah, Florida 33018.

**B. PROOF OF PUBLICATION**

Mr. Silva presented proof of publication that notice of the Special Board Meeting had been published in the Miami Herald on September 25, 2025, as legally required.

**C. ESTABLISH A QUORUM**

Mr. Silva determined that the attendance of the following Board Members constituted a quorum and it was in order to proceed with the meeting: Joseph Noriega, Carlos Mendiluze, Albert Abreu, and Mauricio Jaramillo.

Staff in attendance included: District Manager Armando Silva and Associate District Manager Pablo Jerez of Special District Services, Inc.; and District Counsel Liza Smoker of Billing, Cochran, Lyles, Mauro & Ramsey, P.A.

**D. ADDITIONS OR DELETIONS TO THE AGENDA**

Mr. Silva requested to add a discussion item regarding the “Addition of a Security Supervisor for the Clubhouses”. The Board acknowledged the request, and the item was added to the agenda under New Business.

**E. COMMENTS FROM THE PUBLIC FOR ITEMS NOT ON THE AGENDA**

There were no comments from the public for items not on the agenda.

**F. APPROVAL OF MINUTES**

**1. October 23, 2025, Regular Board Meeting**

Mr. Silva presented the October 23, 2025, Regular Board Meeting minutes and asked if there were any comments and/or changes. A **motion** was made by Mr. Noriega, seconded by Mr. Abreu and unanimously passed approving the October 23, 2025, Regular Board Meeting minutes, as presented.

## **G. OLD BUSINESS**

### **1. Update Regarding ButterflyMX Software Services Agreement**

#### **a. Update Regarding Joint Participation Agreement and Grant of Easement**

#### **b. Update Regarding HOA Resolution**

Mr. Silva advised that the Joint Participation Agreement, Grant of Easement, and HOA Resolution have been executed by the Aquabella HOA and forwarded to the HOA's attorney for recording. Once the documents are recorded, the District will coordinate with ButterflyMX to proceed with installation of the software. The Software Services Agreement with ButterflyMX will then be re-executed with the correct effective date.

### **2. Update Regarding Lake Fountain Installation (Main Clubhouse Lake)**

Mr. Silva advised that electrical work associated with the fountain installation is anticipated to begin in approximately two to three weeks. Initial work will consist of trenching along the lake bank only. Installation of electrical components from the clubhouse main panel to the lake bank will occur after the holiday season so as not to disturb the pool area. The fountain installation is anticipated to be completed prior to the end of January 2026.

### **3. Update Regarding Gym Upgrades**

Mr. Silva advised that the District is awaiting delivery of the TRX kettlebell rack, which is expected within approximately two weeks. In addition, televisions are being reinstalled and the gym is being painted, with the goal of reopening the gym at the beginning of the new year.

### **4. Update Regarding Mold Remediation in Main Clubhouse (Kids Playroom)**

Mr. Silva advised that the District utilized the mold remediation project as an opportunity to renovate the kids' playroom in the main clubhouse due to drywall removal. The renovations are anticipated to be completed within approximately two weeks, and photographs will be provided to the Board upon completion.

## **H. NEW BUSINESS**

### **1. Discussion Regarding Installation of Soccer Field or Basketball Court**

Mr. Silva presented proposals from Associates Gerber, J&S Recreational Services, and Ecolawn for the installation of a basketball court and soccer field adjacent to the small clubhouse located at 10401 W 35th Lane. The proposals ranged from approximately \$100,000 to \$125,000. The purpose of obtaining the proposals was to determine feasibility. Following discussion, the Board expressed interest in pursuing both a soccer field and a

basketball half-court, with the basketball court capable of conversion to pickleball or volleyball with the installation of an appropriate net.

A **motion** was made by Mr. Jaramillo, seconded by Mr. Abreu and unanimously passed approving an amount not to exceed \$20,000 for engineering plans, survey services, and District Engineer review to determine feasibility of the proposed improvements, and further authorizing Mr. Noriega to serve as the Board Liaison.

## **2. Discussion Regarding Installation of Saltwater Aquarium for Clubhouses**

Mr. Silva presented several proposals pertaining to the installation of a saltwater aquarium at the main clubhouse, including a separate proposal for ongoing maintenance services. A discussion ensued after which the Board determined to table this item until after the new year and following completion of the basketball court and soccer field installations.

## **3. Discussion Regarding Modification to the Main Clubhouse Reception Area**

Mr. Silva presented a proposal from JB Renovation Services for the installation of a partial wall and custom aluminum door in the main clubhouse reception area. A discussion ensued after which:

A **motion** was made by Mr. Mendiluze, seconded by Mr. Abreu and unanimously passed approving the installation of the partial wall and custom aluminum door in the reception area for an amount not to exceed \$5,400.

## **4. Discussion Regarding Addition of Security Supervisor for Clubhouse**

Mr. Silva presented a proposal from Brotherhood Security Services regarding the addition of a Security Supervisor to the current security services agreement to service the clubhouses. A discussion ensued after which:

A **motion** was made by Mr. Mendiluze, seconded by Mr. Abreu and unanimously passed approving an amount not to exceed \$200,000 for the addition of a Security Supervisor to the current security services agreement and authorizing District Counsel to draft any necessary amendments to the agreement.

## **I. ADMINISTRATIVE MATTERS**

### **1. Discussion Regarding Club Staff Holiday Bonus**

The Board discussed providing holiday bonuses to clubhouse staff. A discussion ensued after which:

A **motion** was made by Mr. Jaramillo, seconded by Mr. Abreu and unanimously passed approving a \$1,000 holiday bonus for the Club Manager, a \$500 holiday bonus for the Club Assistant Manager, and a \$250 holiday bonus for each remaining clubhouse staff member.

**J. BOARD MEMBER & STAFF CLOSING COMMENTS**

There were no Board Member or Staff closing comments.

**K. ADJOURNMENT**

There being no further business to come before the Board, a motion was made by Mr. Abreu, seconded by Mr. Jaramillo and unanimously passed adjourning the Special Board Meeting at approximately 7:01 p.m.







8935 NW 35 Lane, Suite 101 Doral, FL 33172

Tel (305) 640-1345

Email [Alvarez@AlvarezEng.com](mailto:Alvarez@AlvarezEng.com)

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

January 12, 2026

Two Lakes CDD  
District ("CDD") Manager  
Special District Services, Inc.  
2501A Burns Road  
Palm Beach Gardens, FL 33410

**Via:** Email Only: [asilva@sdsinc.org](mailto:asilva@sdsinc.org)

**Reference:** **Engineering Services related to a Soccer Field and Basketball Half Court Design for Two Lakes Community Development District**

Dear Armando and CDD Board of Supervisors,

It is our pleasure to submit this proposal related to the Engineering Services related to the design of a soccer field and a basketball half court for Two Lakes Community Development District ("District" or "CDD"). With this letter, we are offering the District the following:

**1. Scope of Services**

Alvarez Engineers ("District Engineer") will provide professional engineering services to prepare construction plans suitable for permitting and bidding for the proposed soccer field and basketball half court. Services include:

- a. **Surveying and Data Collection:** Perform a limited topographic and utility survey of the project area sufficient to support design, including terrain features, utilities, drainage structures, and irrigation components.
- b. **Grading, Stormwater/Drainage, and Surface Design:** Evaluate and design necessary drainage modifications resulting from the proposed recreational areas to maintain proper stormwater conveyance and storage. Additionally, prepare a basketball court surface and base material design.
- c. **Turf/Line Layout Plans:** Prepare striping marking plans delimiting soccer field of play and striping to facilitate hybrid sport use of basketball court (pickleball and volleyball).
- d. **Lighting Study and Lighting Plans:** Perform a limited photometric analysis and lighting design to accommodate recreational area lighting and meet safety compliance requirements.
- e. **ADA Access & Code Compliance:** Perform ADA compliance analysis and develop standard details to meet applicable ADA Codes of Compliance.

**2. Other Services**



8935 NW 35 Lane, Suite 101 Doral, FL 33172

Tel (305) 640-1345

Email [Alvarez@AlvarezEng.com](mailto:Alvarez@AlvarezEng.com)

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

Other services not described above will be billed by Alvarez Engineers to the District on an hourly basis in accordance with Exhibit A-1 of the First Amendment to the Engineering Agreement dated June 27, 2023 between District Engineer and the District.

### **3. Compensation**

Total compensation for the services described above shall be a lump sum amount of \$30,000.00. Invoices will be prepared by Alvarez Engineers monthly. It is our understanding that invoices are due and payable by the District thirty days after the invoice has been submitted.

Please acknowledge acceptance of this proposal by signing below. We look forward to working with the CDD on this project.

---

For the District

Date:



Signed by:

Juan R. Alvarez, PE

President, Alvarez Engineers, Inc.

**Quote #:** 00078656

**Date:** January 7, 2026

**Customer:** Two Lakes Community Development District - AKA Aquabella

### Scope of PM Service

Inspect and maintain all strength equipment for proper usage with the following services, but not limited to:

**Cardiovascular Equipment: (i.e. treadmills, ellipticals, bikes, steppers, etc.).**

- Test all cardiovascular equipment for proper operation and safety.
- Vacuuming/ Cleaning inside & underneath machines to prevent build-up of dust from hurting the machine's electronics.
- Adjust walking belts and drive belts for proper tension.
- Lubricate elevation motors, chains, and drive belts.
- Wax the decks/belts on all treadmills per the manufacturer's recommendation.
- Check all wire & electrical components for secure connections.
- Tighten and inspect all bolts and hardware.
- Check resistance levels for proper settings on internal programs.
- Inspect motor brushes, and front and rear rollers for any abnormal noises that may cause future problems.

**Weight/Strength Equipment:**

- Check all cables for wear, fraying, and proper tension.
- Lubricate the guide rods.
- Clean upholstery padding.
- Inspect Welds and Pulley wheel alignment.
- Make sure all bolts and hardware are tightened.

**Rates and Frequency**

*Each PM visit will carry a price of \$449.00 per Visit . The total number of visits will be and the number of one-hour service calls will be . This agreement will commence on June 26, 2025. There will be NO additional charges for equipment covered under a parts and labor warranty.*

*As a contracted client, a reduced first hour and labor rate will be billed for additional inspections or situations that require further labor over and above the PM service and on equipment not under warranty. If the equipment should need repair/service between inspections, the reduced first-hour charge of \$165.00 will*



P.O. Box 239  
Damascus, MD 20872

## Gold Agreement

***be billed with. The \$165.00 includes the first hour of labor and travel tripcharge. The first-hour visit fee will be billed with any additional hours billed on 15-minute increments at \$100.00 per hour.***

***Terms and Conditions: By signing this agreement you acknowledge that you have read and agree to the terms, and conditions, set forth by LIVunLtd. Terms and Conditions can be found listed below.***

***Payment Terms specific to services provided under this agreement are:***

We accept all major credit cards. However, the amount due is net of a 3% cash discount. Payment by credit card will incur a 3%. (MC/Visa) or 3.75% (AMEX) charge.

**Environmental Liability and Limitation**

LIVunLtd shall not be liable for any claim or damage, in any way related to environmental hazards, toxins, and contaminates, which shall include, but is not limited to, and without limitation, viral, bacterial, or other infections and contagions. Client/Customer hereby knowingly releases and waives LIVunLtd and its affiliates from any and all such claims and/or damages.

Customer  
Signature \_\_\_\_\_

Date: \_\_\_\_\_

LIVunLtd  
Signature \_\_\_\_\_

Date: \_\_\_\_\_

**Facility Location**

**Ship To:**

Two Lakes Community Development District - AKA Aquabella  
10401 West 35th Lane (Main Clubhouse)  
Hialeah, Florida,  
33018

**Bill To:**

Two Lakes Community Development District - AKA Aquabella  
10401 West 35th Lane (Main Clubhouse)  
Hialeah, Florida,  
33018



P.O. Box 239  
Damascus, MD 20872

## Gold Agreement

**Primary Contact:**

Two Lakes Community Development District - AKA Aquabella

**Contact Info:**

jdalzell@livunltd.com

**Submitted By:**

Joe Dalzell

**Agreement Term:**

12 Months

**Frequency Per Year:**

4

**Quote #:** 00078656**Date:** January 7, 2026**Quote Expiration:** January 30, 2026**Quote Description:** Gold Quarterly PM

Line	Model #	Qty	Sales Price	TOTAL PRICE
	299CL - Preventative Maint.	4.00	\$449.00	\$1,796.00

<b>Sales Price</b>	1,796.00
<b>Tax</b>	0.00
<b>Total (USD)</b>	<b>1,796.00</b>

## Terms and Conditions – Preventative Maintenance

**Terms**

Payment terms shall be Net 30 after completion of the work for all service accounts. Payments past due may result in suspension of service. We accept checks, Visa, Mastercard and American Express. Payment by Credit Card will incur a 3% (MC/Visa) or 3.75% (AMEX) charge. EFT or ACH may be established to facilitate payment.

**Check Payments are to be sent to:**

Heartline Fitness Products, Inc. dba LIVUNLTD  
P.O. Box 239  
Damascus, MD 20872



P.O. Box 239  
Damascus, MD 20872

## Gold Agreement

### **Conditions**

Repair service is not included in Preventive Maintenance.

When repairs are recommended a quote will be provided for approval before proceeding with the repair. Quotes are subject to expire after 30 days.

Service and preventive maintenance work will be performed Monday through Friday 8:00AM – 5:00PM. Services performed outside usual business hours will require additional charges.

Approved Preventive Maintenance proposals must be signed and emailed to pm@livunltd.com.

Approved Service proposals must be signed and returned to serviceusa@livunltd.com

### **Taxes**

Applicable taxes will be included in our Service and Preventive Maintenance quotes.

### **Insurance**

LIVunLtd will, during the term of this agreement, maintain at its expense a commercial General Liability insurance policy with:

- A combined single limit for Bodily Injury and Property Damage of \$1,000,000 per occurrence
- A combined single limit for Personal and Advertising Injury of \$1,000,000 any one person or organization.

### **Assignment**

This Agreement shall not be assigned by either Party hereto without the prior written consent of the other Party, which consent shall not be unreasonably withheld, and which consent shall not be required with respect to the successor or purchaser of substantially all the business of Manager, or with respect to any such assignment by Manager to any affiliate of Manager. In the event of a Change of Control of Owner, Owner shall cause the acquiring or succeeding party in the Change of Control, as a condition to the completion of the Change of Control, to assume in writing all the obligations of Owner under this Agreement, and failure to do so shall be considered a material breach of this Agreement.

### **Force Majeure**

In the event that any party to this Agreement cannot perform its obligations hereunder because of any event beyond its reasonable control, including, but not limited to, fire, catastrophic weather events, epidemics and pandemics and any related governmental restrictions, then the party so affected shall, while so affected and upon giving written notice to the other party, be relieved to the extent it cannot perform its obligations. Failure to pay obligations as they become due shall not be deemed an event beyond the control of any party. The affected party shall, however, take all reasonable measures to remove the disability and to resume full performance at the earliest possible date.



P.O. Box 239  
Damascus, MD 20872

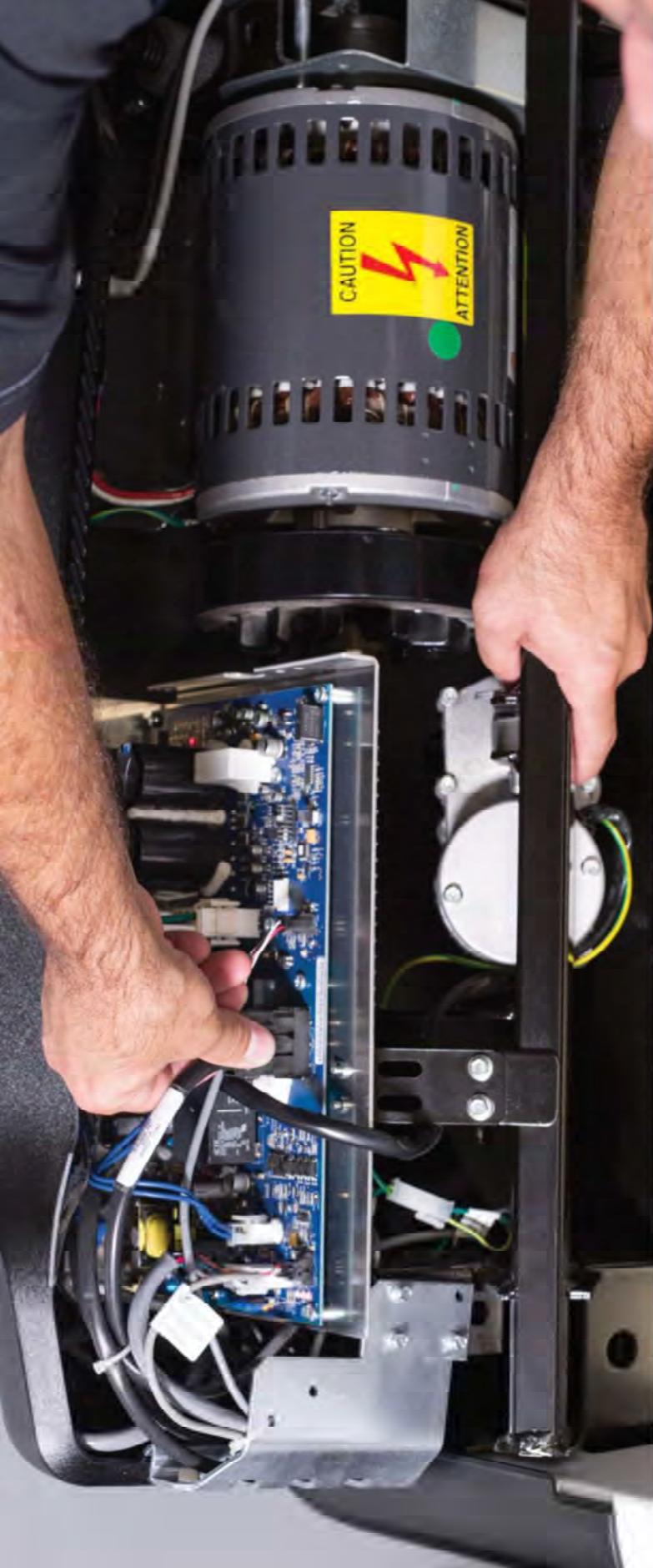
## Gold Agreement

### **Governing Law**

This Agreement and its interpretation, validity and performance shall be governed by, and construed in accordance with, the laws of the State in which the work is performed. Each party hereto consents to the jurisdiction of any local, state or federal court situated in that State and waives any objection which it may have pertaining to improper venue or forum *non-conveniens* to the conduct of any proceeding in any such court.

### **Entire Agreement**

These Terms and Conditions, along with the preventive maintenance agreement, constitute the entire understanding of the parties in relation to its subject matter and no other agreement or understanding, oral or otherwise, relative to its subject matter exists between the parties at the time of execution of the agreement. The agreement supersedes and cancels any previous oral or written agreements between the parties with respect to the subject matter hereof. All prior representations or agreements by any agent or representative of either party are null and void. Any waiver, modification, or amendment to these Terms and Conditions or the underlying agreement must be in writing and signed by authorized representatives of both parties.



# Preventative Maintenance

**LIVunLtd Preventative Maintenance (PM) service helps prolong the useful life of your gym equipment with a proactive approach.**

People who use your facility expect a gym with great equipment that works, and you deserve the peace of mind that comes when you know you have a plan in place to protect your investment, uphold safety standards and minimize repair costs.

# Trusted by a vast range of great facilities across North America.



## About LIVunLtd

LIVunLtd is a company with decades of experience selling and servicing high-quality equipment to a vast range of Commercial Gyms, Corporate Wellness Centres, Municipalities, Recreational Facilities, Residential Buildings, Commercial Office Towers, and more.

Our expansion over the years represents a coming together of other well-established leaders in the industry, including Heartline Fitness, Apple Fitness, National Fitness Products, Advantage Fitness, and Health Systems Group. In 2024, we changed our name to LIVunLtd as we joined forces with our affiliates in the United States to expand our reach across North America.

The competence of our expansive team of highly skilled technicians is the result of our own extensive ongoing training combined, with trainings and certifications direct from the manufacturers.

Despite our size and scale, we continue to maintain and nurture our local roots in each region, thus providing our customers with all the benefits of working with a large-scale organization without sacrificing the accountability and quick, personable responsiveness of a local operator.



## Just like a car, fitness equipment runs better, safer, and longer when serviced regularly.

Maintaining belts, cables, motors, and moving parts of all kinds is a non-negotiable if you want to elongate the useful life of your fitness equipment and help avoid bigger issues that can come with wear and tear.

### Avoid This

- Cost of neglect
- Exposure to liability
- Out of order
- Bad experience
- Bad feedback

### Do This

- Protect your investment
- Maintain warranty compliance
- Save time waiting for repairs
- Save money + preserve your sanity

# Normal wear and tear happens, but left unnoticed, equipment safety and functionality is compromised.

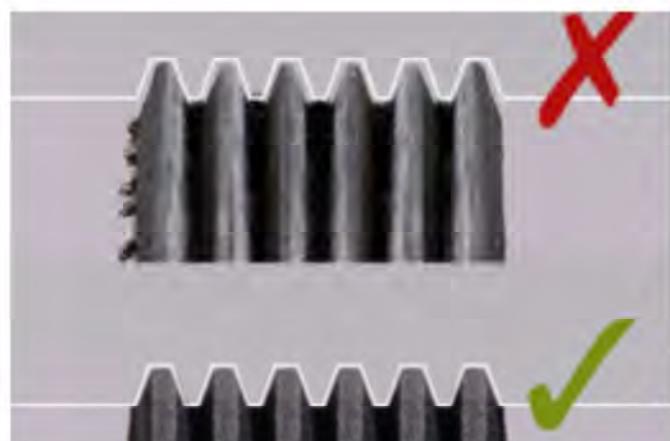
## Dust, Debris, Build-up

Static electricity is generated by cardio equipment, especially treadmills. This attracts dust and debris that initially gathers under the units, and over time, the build-up begins to interfere with the electronics of the lower control board and causes motors to run hotter than normal, which creates the risk of costly repairs.



## Belt & Deck Issues

Wear and tear on belts is normal, but left unnoticed, an overly worn belt causes the deck to bear more electrical current which puts increased stress on the motor. The combination of more than needed current and a hot running motor introduces the risk of sudden surges or a tripped circuit.



## Cables Can Break

The vinyl casing on cables becomes worn with use which results in small tears that easily lead to larger tears. Without the protection of the casing, the cable threads can begin to breakdown, creating weak spots in the cable system which can easily become a breakage hazard.



# The Benefits and Importance of Preventative Maintenance

---

## Equipment Performance

Responsiveness and smoothness of operation are important factors in creating an enjoyable user experience, and with wear, these qualities can diminish. With a Preventative Maintenance plan, your equipment will be regularly inspected, aligned and adjusted to ensure that all the moving parts are properly calibrated for optimal performance.

## Minimize Downtime

Disruptions from equipment failure create frustration and inconvenience not only for users, but also for facility operations. Regular inspections by an experienced technician help identify potential issues and take corrective action to reduce the likelihood of failures that not only cost more to fix, but can also tarnish the reputation of your facility.

## Less Complaints / More Customer Satisfaction

There is a discernible difference in the customer experience when the equipment is well maintained and cared for. By investing in the reliability and proper functioning of your equipment, you are also investing in your user's satisfaction and your facility's reputation.

## Less Repair Cost / More Useful Life

Cost of ownership data continues to prove that a Preventative Maintenance plan helps deter costly surprise repairs by identifying and remedying wear issues in early stages, before they turn into bigger, more costly repairs. This regular cadence of care and lubrication of the moving parts also helps to extend the useful life of your equipment and adds a layer of protection against hidden issues that turn into big repair bills.

## Warranty & Compliance

Major fitness equipment manufacturers require regular maintenance as a condition for warranty coverage. Not only does a Preventative Maintenance protect your warranty, it also helps your facility maintain compliance with certain safety regulations and certifications.

## Safety / Mitigate Risk

In addition to identifying and addressing such hazards as fraying cables, loose bolts and malfunctioning safety mechanisms, your facility will have documented proof that your facility operates responsibly and takes proper precautions to ensure a safe workout environment.

## How often you should inspect?

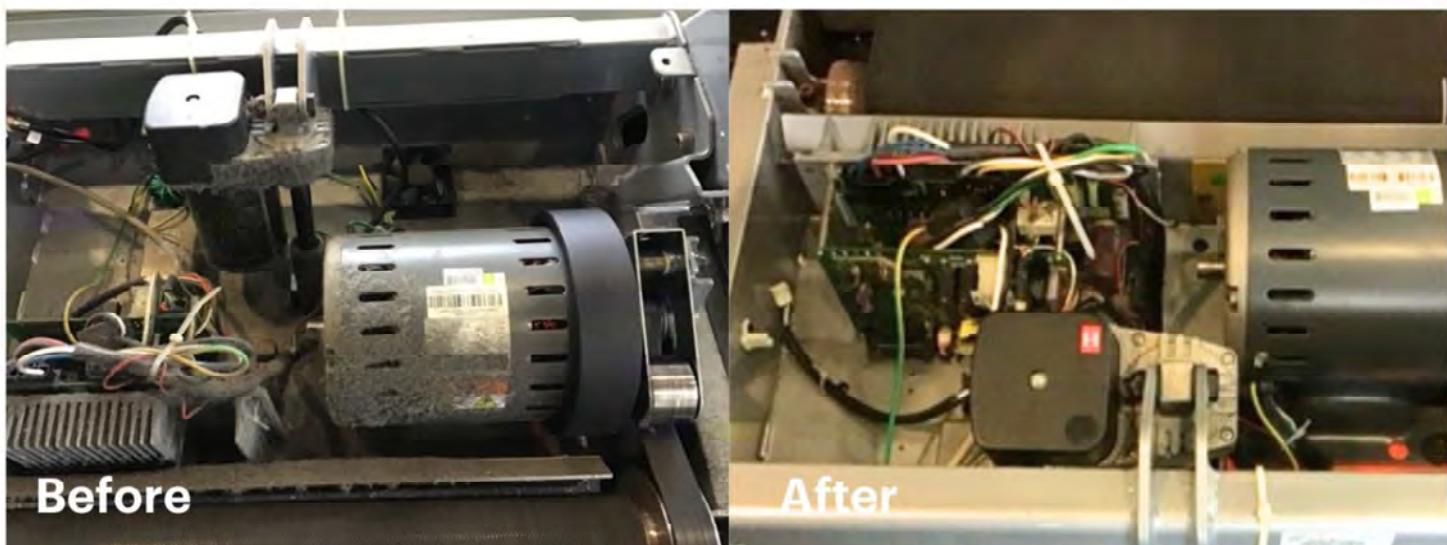
- We can help you decide by inspecting your existing equipment, discussing frequency of use and reviewing the terms and conditions of any existing warranties.
- Quarterly is often all that's required, but we can configure a more frequent plan based on what we find at your facility.

## What do you get?

- 10 point inspection by a certified technician to examine and make necessary adjustments to maintain belts, decks, cables, gears, motors, digital/electrical components and more.
- Documented proof that your equipment was inspected and determined to be safe and suitable for use.
- Documented proof of any servicing or repairs performed to return the equipment to safe, working order.
- Longer useful life of the equipment.
- Confidence and pride from knowing you are providing your residents/members with a well-functioning, high-quality, safe exercise facility.
- Peace of mind knowing that you are protected from exposure to liability claims of neglect and negligence.

## What do you get to avoid?

- Unnoticed or unreported issues that turn into expensive repairs.
- Downtime due to waiting until equipment breaks down before taking action.
- Unnecessary exposure to safety hazards and claims of neglect or negligence.



# How it works

## 1. Customize Your Plan

We create a plan, specifically tailored to your mix of equipment, age of equipment, current condition of equipment and overall usage. From there, we work collaboratively with you to determine the best frequency of visits.

## 2. Create a Cycle

Special contract pricing is applied to a formula based on the quantity, the mix and the age and condition of your equipment. The annual cost is payable in equal installments over the course of your contract.

## 3. First Visit

Our technicians perform a thorough in-depth discovery of the current condition of your equipment to proactively create a corrective action plan to get ahead of any issues before they become bigger issues.

## 4. Recurring Maintenance Visits

Each piece of equipment undergoes a detailed, 10-point check-list that includes cleaning and checking for proper calibration of speed, incline, wear and tear, technical functionality, and most of all, safety.

## 5. Repairs & Incidentals

Many repairs and adjustments can often be taken care of during a routine PM visit, thus saving you money by avoiding additional costs from return visits.

## 6. Documentation

We maintain a detailed record of all work done during each visit on every piece of equipment, and we provide you with a copy as proof that you are following the right steps needed to uphold a high standard of safety in your facility.

**Quote #:** 00078656

**Date:** January 7, 2026

**Customer:** Two Lakes Community Development District - AKA Aquabella

## **Scope of PM Service**

Inspect and maintain all strength equipment for proper usage with the following services, but not limited to:

**Cardiovascular Equipment: (i.e. treadmills, ellipticals, bikes, steppers, etc.).**

- Test all cardiovascular equipment for proper operation and safety.
- Vacuuming/ Cleaning inside & underneath machines to prevent build-up of dust from hurting the machine's electronics.
- Adjust walking belts and drive belts for proper tension.
- Lubricate elevation motors, chains, and drive belts.
- Wax the decks/belts on all treadmills per the manufacturer's recommendation.
- Check all wire & electrical components for secure connections.
- Tighten and inspect all bolts and hardware.
- Check resistance levels for proper settings on internal programs.
- Inspect motor brushes, and front and rear rollers for any abnormal noises that may cause future problems.

**Weight/Strength Equipment:**

- Check all cables for wear, fraying, and proper tension.
- Lubricate the guide rods.
- Clean upholstery padding.
- Inspect Welds and Pulley wheel alignment.
- Make sure all bolts and hardware are tightened.

**Rates and Frequency**

***Each PM visit will carry a price of \$449.00 per Visit. The total number of visits will be 6. There will be NO additional charges for equipment covered under a parts and labor warranty.***

***As a contracted client, a reduced first hour and labor rate will be billed for additional inspections or situations that require further labor over and above the PM service and on equipment not under warranty. If the equipment should need repair/service between inspections, the reduced first-hour charge of \$165.00 will be billed with. The \$165.00 includes the first hour of labor and travel tripcharge.***



P.O. Box 239  
Damascus, MD 20872

## Gold Agreement

***The first-hour visit fee will be billed with any additional hours billed on 15-minute increments at \$100.00 per hour.***

***Terms and Conditions: By signing this agreement you acknowledge that you have read and agree to the terms, and conditions, set forth by LIVunLtd. Terms and Conditions can be found listed below.***

***Payment Terms specific to services provided under this agreement are:***

We accept all major credit cards. However, the amount due is net of a 3% cash discount. Payment by credit card will incur a 3%. (MC/Visa) or 3.75% (AMEX) charge.

**Environmental Liability and Limitation**

LIVunLtd shall not be liable for any claim or damage, in any way related to environmental hazards, toxins, and contaminates, which shall include, but is not limited to, and without limitation, viral, bacterial, or other infections and contagions. Client/Customer hereby knowingly releases and waives LIVunLtd and its affiliates from any and all such claims and/or damages.

Customer  
Signature \_\_\_\_\_

Date: \_\_\_\_\_

LIVunLtd  
Signature \_\_\_\_\_

Date: \_\_\_\_\_

**Facility Location**

**Ship To:**

Two Lakes Community Development District - AKA Aquabella  
10401 West 35th Lane (Main Clubhouse)  
Hialeah, Florida,  
33018

**Bill To:**

Two Lakes Community Development District - AKA Aquabella  
10401 West 35th Lane (Main Clubhouse)  
Hialeah, Florida,  
33018



P.O. Box 239  
Damascus, MD 20872

## Gold Agreement

**Primary Contact:**

Two Lakes Community Development District - AKA Aquabella

**Contact Info:**

jdalzell@livunltd.com

**Submitted By:**

Joe Dalzell

**Agreement Term:**

12 Months

**Frequency Per Year:**

6

**Quote #:** 00078656**Date:** January 7, 2026**Quote Expiration:** January 30, 2026**Quote Description:** Bi Monthly PM

Line	Model #	Qty	Sales Price	TOTAL PRICE
	299CL - Preventative Maint.	6.00	\$449.00	\$2,694.00

<b>Sales Price</b>	2,694.00
<b>Tax</b>	0.00
<b>Total (USD)</b>	<b>2,694.00</b>

## Terms and Conditions – Preventative Maintenance

**Terms**

Payment terms shall be Net 30 after completion of the work for all service accounts. Payments past due may result in suspension of service. We accept checks, Visa, Mastercard and American Express. Payment by Credit Card will incur a 3% (MC/Visa) or 3.75% (AMEX) charge. EFT or ACH may be established to facilitate payment.

**Check Payments are to be sent to:**

Heartline Fitness Products, Inc. dba LIVUNLTD  
P.O. Box 239  
Damascus, MD 20872



P.O. Box 239  
Damascus, MD 20872

## Gold Agreement

### **Conditions**

Repair service is not included in Preventive Maintenance.

When repairs are recommended a quote will be provided for approval before proceeding with the repair.

Quotes are subject to expire after 30 days.

Service and preventive maintenance work will be performed Monday through Friday 8:00AM – 5:00PM.

Services performed outside usual business hours will require additional charges.

Approved Preventive Maintenance proposals must be signed and emailed to pm@livunltd.com.

Approved Service proposals must be signed and returned to serviceusa@livunltd.com

### **Taxes**

Applicable taxes will be included in our Service and Preventive Maintenance quotes.

### **Insurance**

LIVunLtd will, during the term of this agreement, maintain at its expense a commercial General Liability insurance policy with:

- A combined single limit for Bodily Injury and Property Damage of \$1,000,000 per occurrence
- A combined single limit for Personal and Advertising Injury of \$1,000,000 any one person or organization.

### **Assignment**

This Agreement shall not be assigned by either Party hereto without the prior written consent of the other Party, which consent shall not be unreasonably withheld, and which consent shall not be required with respect to the successor or purchaser of substantially all the business of Manager, or with respect to any such assignment by Manager to any affiliate of Manager. In the event of a Change of Control of Owner, Owner shall cause the acquiring or succeeding party in the Change of Control, as a condition to the completion of the Change of Control, to assume in writing all the obligations of Owner under this Agreement, and failure to do so shall be considered a material breach of this Agreement.

### **Force Majeure**

In the event that any party to this Agreement cannot perform its obligations hereunder because of any event beyond its reasonable control, including, but not limited to, fire, catastrophic weather events, epidemics and pandemics and any related governmental restrictions, then the party so affected shall, while so affected and upon giving written notice to the other party, be relieved to the extent it cannot perform its obligations. Failure to pay obligations as they become due shall not be deemed an event beyond the control of any party. The affected party shall, however, take all reasonable measures to remove the disability and to resume full performance at the earliest possible date.



P.O. Box 239  
Damascus, MD 20872

## Gold Agreement

### **Governing Law**

This Agreement and its interpretation, validity and performance shall be governed by, and construed in accordance with, the laws of the State in which the work is performed. Each party hereto consents to the jurisdiction of any local, state or federal court situated in that State and waives any objection which it may have pertaining to improper venue or forum *non-conveniens* to the conduct of any proceeding in any such court.

### **Entire Agreement**

These Terms and Conditions, along with the preventive maintenance agreement, constitute the entire understanding of the parties in relation to its subject matter and no other agreement or understanding, oral or otherwise, relative to its subject matter exists between the parties at the time of execution of the agreement. The agreement supersedes and cancels any previous oral or written agreements between the parties with respect to the subject matter hereof. All prior representations or agreements by any agent or representative of either party are null and void. Any waiver, modification, or amendment to these Terms and Conditions or the underlying agreement must be in writing and signed by authorized representatives of both parties.

# IT Network And CCTV Support Services Proposal

**Prepared for:** Two Lakes Community Development District

**Project:** Clubhouse IT Network, CCTV Support and Preventative Maintenance

**Date:** January 10, 2026

---

## 1. Executive Summary

This proposal outlines comprehensive IT network, CCTV support and preventative maintenance services to be provided for the Two Lakes Community Development District (CDD) clubhouse facility. The Contractor shall deliver a complete managed network solution designed to ensure optimal system performance, reliability, and security.

All services outlined herein will be performed on behalf of the Two Lakes CDD and billed directly to the District for payment.

---

## 2. Scope of Services

The Contractor shall provide all labor, materials, equipment, tools, and supervision required to deliver IT network, CCTV support and preventative maintenance services, including but not limited to:

### 2.1 Installation and Activation

- Installation and full activation of the Starter Managed Network Solution
- Configuration of network hardware and connectivity
- System testing and verification of all components
- Documentation of installation and system specifications

### 2.2 Routine and Scheduled Preventative Maintenance

- Regular system inspections and health assessments
- Software updates and security patches
- Hardware maintenance and component checks
- Network optimization and performance tuning

- Preventative troubleshooting to identify potential issues before they impact operations

## **2.3 Network And CCTV System Status Updates**

- Continuous monitoring of network infrastructure and system performance
- Regular status reports provided to District Manager or designee
- Performance metrics and system health documentation

## **2.4 Issue Reporting and Service Activities**

- Prompt identification and documentation of network issues
- Detailed reporting of all service activities performed
- Documentation of system conditions and changes
- Clear communication of issue resolution status and outcomes

## **2.5 Recommendations for Repairs or Equipment Replacements**

- Professional assessment of system performance and component condition
- Written recommendations for repairs or equipment upgrades as needed
- Cost-benefit analysis for recommended improvements
- All recommendations subject to prior written approval from the District

## **2.6 Coordination of Service Visits**

- All service visits coordinated with the District Manager or designee
- Scheduling flexibility to minimize disruption to clubhouse operations
- Professional and courteous on-site conduct
- Coordination with facility staff as needed

---

# **3. Service Delivery Standards**

- **Response Time:** 24-48 business hours
- **Availability:** 8am-8pm
- **Communication:** Regular updates provided to District Manager or designee
- **Documentation:** All work documented and provided to District upon request

---

## 4. Pricing and Billing

Services will be billed directly to Two Lakes Community Development District according to the following fee structure:

Service	Rate	Frequency
Initial Installation and Activation	\$355.00	One-time
Monthly Managed Network Support	\$355.00	Monthly
Emergency/After-Hours Service	\$155	As needed
Equipment and Materials	Cost +40%	As needed

**Billing Method:** Invoice submitted monthly to District for direct payment

---

## 5. Equipment and Materials

All equipment, materials, tools, and supplies necessary to perform the services outlined in this proposal shall be provided by the Contractor at no additional charge, except as specified in Section 4 (Pricing and Billing) for replacement equipment or upgrades recommended and approved by the District.

---

## 6. Term and Conditions

- **Effective Date:** 01/10/2026
- **Term:** 12 months
- **Renewal:** Every 12 months
- **Termination:** 30 days

---

## 7. Insurance and Liability

The Contractor shall maintain appropriate insurance coverage including:

- General Liability Insurance
- Professional Liability Insurance

Certificate of Insurance to be provided upon request.

---

## 8. Approval and Authorization

This proposal is subject to approval by the Centre Lake Community Development District Board of Directors or authorized representative. All work shall commence only upon written approval and authorization from the District.

---

## 9. Contact Information

**Contractor Name:** Advanced Multimedia inc.  
**Address:** 8123 W 36<sup>th</sup> Ave Unit 6. Hialeah, FL. 33018  
**Phone:** 1-(786)-899-7970  
**Email:** advmultimedia.inc@gmail.com  
**Contact Person:** Arturo Santana

---

## 10. Acceptance

This proposal is valid for 30 days from the date hereof. Acceptance of this proposal authorizes the Contractor to proceed with services as outlined.

**District Representative:** \_\_\_\_\_  
**Signature:** \_\_\_\_\_  
**Date:** \_\_\_\_\_

**Contractor Representative:** *Arturo Santana*  
**Signature:** *Arturo Santana*  
**Date:** 11/21/2025

## **SECOND AMENDMENT TO SECURITY SERVICES AGREEMENT**

**THIS SECOND AMENDMENT TO SECURITY SERVICES AGREEMENT** (the "Amendment") is made and entered into this 16 day of December, 2025, with an effective date of January 1, 2026 ("Effective Date"), by and between:

**TWO LAKES COMMUNITY DEVELOPMENT DISTRICT**, a local unit of special purpose government established pursuant to Chapter 190, Florida Statutes, being situated in unincorporated Miami-Dade County, Florida, whose mailing address is 2501A Burns Road, Palm Beach Gardens, Florida 33410 (the "District"),

and

**BROTHERHOOD SECURITY SERVICES, LLC**, a Florida limited liability company, having its principal address at 18520 SW 55 Street, Southwest Ranches, Florida 33332 (the "Contractor").

### **RECITALS**

**WHEREAS**, the District is a local unit of special purpose government established pursuant to and governed by Chapter 190, Florida Statutes; and

**WHEREAS**, the District and the Contractor entered into and are parties to a Security Services Agreement dated December 16, 2024, with an effective date of November 13, 2024, followed by a First Amendment to Security Services Agreement dated November 3, 2025 (collectively, the "Agreement"); and

**WHEREAS**, the District desires that a Director of Security is added to the unarmed security personnel provided by Contractor and that the total number of unarmed security personnel services hours within the District are increased effective as of January 1, 2026; and

**NOW THEREFORE**, based upon good and valuable consideration and the mutual covenants of the parties, the receipt of which and sufficiency of which is hereby acknowledged, the District and the Contractor agree as follows:

**Section 1.** The recitals stated herein are true and correct and by this reference are incorporated into and form a material part of this Amendment.

**Section 2.** Exhibit "A" to the Agreement is hereby replaced in its entirety with the new scope of services described in Contractor's proposal, attached hereto and made a part hereof as Exhibit A-2 to this Amendment.

**Section 3.** Section 2(A)(1) of the Agreement is deleted and replaced with the following:

"1. Provide unarmed security personnel services within the District for 126 hours per week, as specified in Exhibit A."

**Section 4.** Section 3 of the Agreement entitled "Compensation" is hereby deleted and replaced with the following:

A. For services performed pursuant to this Agreement, District agrees to compensate the Contractor in accordance with the terms of the Proposal, except that the District shall not be responsible for any sales tax, as further described in this Agreement herein. District shall pay to the Contractor the hourly rates stated in Exhibit A per hour worked for Security Services provided pursuant to this Agreement, for each security officer provided by the Contractor. The Annual Contract Amount shall not exceed **ONE HUNDRED EIGHTY-EIGHT THOUSAND SEVEN HUNDRED SIXTY-FOUR AND 00/100 (\$188,764.00) DOLLARS**, (which reflects no sales tax), without the prior approval of the District Board of Supervisors; provided, however, the District reserves the right to adjust the services and number of work hours for which Security Services are authorized under this Agreement.

The Annual Contract Amount of **\$188,764.00** shall be paid to Contractor in twelve (12) monthly installments. Contractor shall provide the District with a monthly invoice before the last day of each contractual service month representing the monthly installment due for that month. Invoices shall be paid net thirty (30) days upon receipt by District.

B. The Agreement may be adjusted by the mutual agreement of the parties in the event that Contractor experiences an increase in its costs resulting from any change, whether or not anticipated, in: (1) Federal, state, provincial, territorial, or local taxes, levies, or required withholdings imposed or assessed on amounts payable to and/or by Contractor hereunder or by or in respect of Contractor to its personnel; and/or (2) Federal, state, provincial, territorial, or local minimum wage rates, mandated paid time off and/or sick leave, changes in overtime wage regulations, uniform maintenance expenses or other required employee allowances, licensing fees and/or requirements, or wage, medical, welfare and other benefit costs under collective bargaining agreements. District may request additional security officers at the applicable hourly rates stated in Exhibit A by giving Contractor no less than 48 hours prior notice, by telephone or in writing.

C. Contractor understands and agrees that state or local government sales tax shall not be charged to the District, regardless of whether the Proposal shows sales tax, as the District is a special purpose unit of local government established pursuant to Chapter 190, Florida Statutes.

**Section 5.** The Parties agree that this Amendment shall be effective upon execution of the Amendment, and that Sections 2 through 4 of this Amendment shall have a retroactive effective date of January 1, 2026.

**Section 6.** In all other respects not specifically amended by this Amendment, the Agreement shall remain in full force and effect.

**IN WITNESS WHEREOF**, the parties hereto have caused this Amendment to be executed the day and year first above written.

ATTEST:

*Armando Silva*

Print Name: Armando Silva  
Secretary/Assistant Secretary

**TWO LAKES COMMUNITY  
DEVELOPMENT DISTRICT**

  
By: Joseph Noriega (Dec 15, 2025 11:30:46 EST)  
Print Name: Joseph Noriega  
Chair

Date: 15-Dec-2025, 202  

**BROTHERHOOD SECURITY SERVICES,  
LLC, a Florida limited liability company**

  
By: Omar Ojeda (Dec 15, 2025 17:10:27 EST)  
Title: Operations Manager  
Date: 15-Dec-2025, 202

**Exhibit A-2**

**Proposal**



...WE PROTECT YOUR BUSINESS TO SECURE OURS™

## 2026 Two Lakes Community Development District with Brotherhood Security Services

On-Site Security Service from Monday to Sunday	Hour per Week	Pay Rate/Hour	Billing Rate/Hour	Overtime Rate/Hour	Annual Investment
Club House 1 On Site Security	59	\$ 15.00	\$ 23.00		\$ 70,564.00
Club House 2 On Site Security	59	\$ 15.00	\$ 23.00		\$ 70,564.00
Director of Security	25	\$ 20.00	\$ 27.00		\$ 35,100.00
	143				\$ 176,228.00
Club House 1 On Site Security				\$ 34.50	\$ 1,656.00
Club House 2 On Site Security				\$ 34.50	\$ 1,656.00
Director of Security				\$ 40.50	\$ 1,944.00
<i>*Observed Holidays: Christmas Day, New Year's Day, Independence Day, Veterans Day, Labor Day, and Thanksgiving Day</i>					\$ 5,256.00
					<b>On-Site Security Officer Service Subtotal \$ 181,484.00</b>

Operational Expenses	Cost per Week	Cost per Month			Annual Investment
Management Service Fee	\$ 100.00	\$ 400.00			\$ 5,200.00
Technology Fee (Smart phone with Security Software)	\$ 40.00	\$ 160.00			\$ 2,080.00
				<b>Operational Expenses Subtotal \$ 7,280.00</b>	

On-Site Security Officer Service and Operational Expenses Subtotal \$	\$ 188,764.00
Total Estimated Annual Investment \$	\$ 188,764.00
Total Estimated Monthly Investment \$	\$ 15,730.33
Total Estimated Weekly Investment \$	\$ 3,630.08

# Clubhouse Security Agmt - 2d Amd (Brotherhood Security Services)

Final Audit Report

2025-12-16

Created:	2025-12-15
By:	Armando Silva (asilva@sdsinc.org)
Status:	Signed
Transaction ID:	CBJCHBCAABAA2S3oo03rbdVLdu6MH_5r2ZW5hVhvCfVb

## "Clubhouse Security Agmt - 2d Amd (Brotherhood Security Services)" History

-  Document created by Armando Silva (asilva@sdsinc.org)  
2025-12-15 - 4:26:45 PM GMT
-  Document emailed to Omar Ojeda (operations@brotherhoodss.com) for signature  
2025-12-15 - 4:26:50 PM GMT
-  Document emailed to Armando Silva (asilva@sdsinc.org) for signature  
2025-12-15 - 4:26:50 PM GMT
-  Document emailed to Joseph Noriega (jnoriega26@gmail.com) for signature  
2025-12-15 - 4:26:51 PM GMT
-  Email viewed by Joseph Noriega (jnoriega26@gmail.com)  
2025-12-15 - 4:30:15 PM GMT
-  Document e-signed by Joseph Noriega (jnoriega26@gmail.com)  
Signature Date: 2025-12-15 - 4:30:46 PM GMT - Time Source: server
-  Email viewed by Omar Ojeda (operations@brotherhoodss.com)  
2025-12-15 - 10:09:24 PM GMT
-  Document e-signed by Omar Ojeda (operations@brotherhoodss.com)  
Signature Date: 2025-12-15 - 10:10:27 PM GMT - Time Source: server
-  Email viewed by Armando Silva (asilva@sdsinc.org)  
2025-12-16 - 1:33:15 AM GMT
-  Document e-signed by Armando Silva (asilva@sdsinc.org)  
Signature Date: 2025-12-16 - 5:15:08 PM GMT - Time Source: server

 Agreement completed.

2025-12-16 - 5:15:08 PM GMT



**Adobe Acrobat Sign**

## **TWO LAKES COMMUNITY DEVELOPMENT DISTRICT**

### **THIRD AMENDMENT TO CLUBHOUSE MANAGEMENT AGREEMENT**

**THIS THIRD AMENDMENT TO CLUBHOUSE MANAGEMENT AGREEMENT**  
(the “Amendment”) is made and entered into this 10 day of December, 2025, with an effective date of January 1, 2026 (the “Amendment Effective Date”) by and between:

**TWO LAKES COMMUNITY DEVELOPMENT DISTRICT**, a local unit of special purpose government established pursuant to Chapter 190, Florida Statutes, being situated in unincorporated Miami-Dade County, Florida, whose mailing address is 2501A Burns Road, Palm Beach Gardens, Florida 33410 (the “District”),

and

**MIAMI MANAGEMENT, INC.**, a Florida corporation, having its principal address at 14275 SW 142<sup>nd</sup> Avenue, Miami, Florida 33186 (the “Contractor”).

#### **RECITALS**

**WHEREAS**, the District and Contractor acknowledge and agree that they are parties to the Clubhouse Management Agreement with an effective date of November 13, 2024, followed by a First Amendment to Clubhouse Management Agreement with an effective date of February 1, 2025, and Second Amendment to Clubhouse Management Agreement dated November 17, 2025 (collectively, the “Agreement”); and

**WHEREAS**, the District and Contractor desire to amend the Agreement to increase certain costs in the Services Cost Breakdown effective January 1, 2026, and adjust the total compensation to Contractor in the Agreement accordingly; and

**NOW THEREFORE**, based upon good and valuable consideration and the mutual covenants of the parties, the receipt of which and sufficiency of which is hereby acknowledged, the District and Contractor agree as follows:

**Section 1. INCORPORATION OF RECITALS.** The recitals stated above are true and correct and by this reference are incorporated by reference as a material part of this Agreement.

**Section 2.** Effective as of January 1, 2026, Section 2(D) of the Agreement, entitled “Compensation” is hereby replaced, with the following:

**D. Compensation.** The monthly amount payable to Contractor for services provided pursuant to this Agreement shall not exceed ~~THIRTY-SIX THOUSAND THREE HUNDRED NINETY-EIGHT AND 48/100 (\$36,398.48)~~ **THIRTY-EIGHT THOUSAND TWO HUNDRED SIXTY-TWO AND 13/100 (\$38,262.13) DOLLARS** (the “Monthly Management Fee”). This Monthly Management Fee

includes all costs, expenses, profit, and overhead incurred by Contractor in connection with the management and operation of the Clubhouse Amenity Center. Approved reimbursables, in addition to the Monthly Management Fee are limited to the approved reimbursable expenses specifically provided for herein in Composite Exhibit A (the “Approved Reimbursables”).

Invoices shall be paid net thirty (30) days upon receipt by District. Compensation for the services provided under this Agreement is more particularly described under “Services Cost Breakdown” in Composite Exhibit A. Contractor will in good faith use its best efforts to ensure all hours as provided in Services Cost Breakdown in Composite Exhibit A are performed by personnel. District and Contractor agree that payment will only be made to Contractor for the actual number of hours worked by personnel.

If the District and Contractor mutually consent to the extension of the Agreement from the Initial Term or a previous extension term, the parties shall agree on an Annual Contract Amount for that extension term and any increase in the Annual Contract Amount shall not exceed that which would be provided under the Federal Consumer Price Annual Inflation Index or four (4%) percent, whichever is less, which includes burden. Any extension terms are subject to the availability of funds by the District.

**Section 3.** As of the Amendment Effective Date, Composite Exhibit A of the Agreement is hereby replaced in its entirety with the Services Cost Breakdown and Approved Reimbursables attached hereto and made a part hereof as Composite Exhibit A-3 to this Amendment.

**Section 4.** This Amendment shall be effective upon execution of the Amendment by the parties; however the increase in compensation set forth in Section 2 and Section 3 of this Amendment shall be effective on the Amendment Effective Date.

**Section 5.** In all other respects not specifically amended by this Amendment, the Agreement shall remain in full force and effect.

**[THE REMAINDER OF THIS PAGE INTENTIONALLY LEFT BLANK]**

**IN WITNESS WHEREOF**, the parties execute this Amendment the day and year first written above.

Attest:

*Armando Silva*

Print name: Armando Silva  
Secretary/Assistant Secretary

**TWO LAKES COMMUNITY  
DEVELOPMENT DISTRICT**

By: Joseph Noriega (Dec 11, 2025 17:58:08 EST)

Print name: Joseph Noriega  
Chair

Date: 11-Dec-2025, 202  

**MIAMI MANAGEMENT, INC., a Florida  
corporation**

DocuSigned by:  
By: Guillermo Cancio-Bello  
8153B5A0B92F400...  
Guillermo Cancio-Bello, President

Date: 12/15/2025, 202

**Composite Exhibit A-3**

**Services Cost Breakdown and Approved Reimbursables**

# Two Lakes Community Development District

## MMI Services Cost Breakdown

**Proposed Increases Effective January 1, 2026**

Personnel Name & Hours per week	Employee Name	Hrs/Week	Pay rate	Rate with Burden	Monthly Cost	Annual Cost
Club Director	Yessenia Berroa	40	\$ 55,000.00	\$ 15,400.00	\$ 5,886.67	\$ 70,400.00
Cell phone for Club Director		2080			\$ 60.00	\$ 720.00
Assistant to Club Director						
	Vianca Orozco	Total weekly hours	40	\$ 18.00	\$ 23.04	\$ 3,993.60
			2080			\$ 47,923.20
Club Greeter #1 (will work with Asst to Club Director to cover club hours)	Genesis Echavarria	26	\$ 17.00	\$ 21.76	\$ 2,451.63	\$ 29,419.52
Club Greeter #2 (will work with Asst to Club Director to cover club hours)	Melissa Narinjo	40	\$ 17.00	\$ 21.76	\$ 3,771.73	\$ 45,260.80
Club Greeter #3 (will work with Asst to Club Director to cover club hours)	Michael Santiago Laboy	29	\$ 17.00	\$ 21.76	\$ 2,734.51	\$ 32,814.08
Club Greeter #4 (will work with Asst to Club Director to cover club hours)	Sandra Garcia	20	\$ 17.00	\$ 21.76	\$ 1,774.93	\$ 21,209.16
		Total weekly hours	115			
			5980			\$ 10,732.80
		Club Greeters Total Annual Hours				\$ 128,793.60
Housekeeper #1 40 hours	Barbara Perez	40	\$ 18.00	\$ 24.84	\$ 4,505.60	\$ 51,567.20
Housekeeper #2 30 hours	Luz Pena Valentin	30	\$ 18.00	\$ 24.84	\$ 3,229.20	\$ 38,750.40
Housekeeper #3 40 hours	Suni Calvo	40	\$ 18.00	\$ 24.84	\$ 4,305.60	\$ 51,567.20
Housekeeper #4 14 hours	Nuris Herrera	14	\$ 18.00	\$ 24.84	\$ 1,506.96	\$ 18,083.52
		Total weekly hours	124			
			6448			
Supervisory Admin Fee - hiring personnel, uniform purchase, supervisor					\$ 4,261.71	\$ 51,140.52
Note: MMI will increase service rates at 4% each year which includes burden						

Proposed Increases requested Effective Jan. 2026 **TOTALS:**      \$ 38,261.13      \$ 459,145.60

### APPROVED REIMBURSABLES

Manager shall bill Owner for the following costs on a monthly basis:

1. Printing and photocopying at a cost of \$0.25 per page for black and white and \$0.50 per page for color, excluding mass mailings, which may be sent to an independent printer and billed directly to Two Lakes CDD. Envelopes \$0.20 (twenty) cents apiece and mailing labels at \$0.15 apiece.
2. Postage at the current United States Postal Service rates. This also applies to independent courier service if ever required, or overnight delivery and billed directly to Two Lakes CDD. Certified mail handling at \$10.00 per piece including postage or at prevailing rate.
3. Annual \$500.00 fee for office expenses, including but not limited to: Files, behalf of Two Lakes CDD, storage boxes, incoming and outgoing facsimiles, and record storage and retrieval (up to a period of seven years.)
4. Administrative fees for litigation support services, including but not limited to: Court appearances and preparation, production of documents, discovery, meetings with counsel, (not relating to collection matters) depositions, etc. at the rate of \$75.00 per hour for staff, \$250.00 per hour for senior staff and \$300.00 per hour for any officers of the Managing Company.
5. Periodically the Manager will partner with contractors in an independent capacity as a consultant. There is no charge to Two Lakes CDD.

To minimize monthly expense reimbursements, Manager will not charge Club for expenses which were not authorized by the Owner.

# Clubhouse Management Agmt (Miami Management Inc.) 3d Amd

Final Audit Report

2025-12-11

Created:	2025-12-09
By:	Armando Silva (asilva@sdsinc.org)
Status:	Signed
Transaction ID:	CBJCHBCAABAAlni56uLr4aAw9ZYp8JHe4PPC_IeXS4ht

## "Clubhouse Management Agmt (Miami Management Inc.) 3d Amd" History

-  Document created by Armando Silva (asilva@sdsinc.org)  
2025-12-09 - 8:23:56 PM GMT
-  Document emailed to Joseph Noriega (jnoriega26@gmail.com) for signature  
2025-12-09 - 8:24:02 PM GMT
-  Document emailed to Armando Silva (asilva@sdsinc.org) for signature  
2025-12-09 - 8:24:03 PM GMT
-  Email viewed by Armando Silva (asilva@sdsinc.org)  
2025-12-09 - 8:24:38 PM GMT
-  Document e-signed by Armando Silva (asilva@sdsinc.org)  
Signature Date: 2025-12-09 - 8:25:42 PM GMT - Time Source: server
-  Email viewed by Joseph Noriega (jnoriega26@gmail.com)  
2025-12-09 - 8:40:01 PM GMT
-  Email viewed by Joseph Noriega (jnoriega26@gmail.com)  
2025-12-11 - 1:27:47 PM GMT
-  Document e-signed by Joseph Noriega (jnoriega26@gmail.com)  
Signature Date: 2025-12-11 - 10:58:08 PM GMT - Time Source: server
-  Agreement completed.  
2025-12-11 - 10:58:08 PM GMT



Adobe Acrobat Sign