

# Centra Falls West Homeowners Association, Inc.

c/o Loyalty Management Group  
8211 W. Broward Blvd. Ste 110  
Plantation, FL 33324

## BOARD OF DIRECTORS' MEETING MINUTES

**DATE:** Wednesday, September 10, 2025

**TIME:** 6:30 PM

**LOCATION:** VIA ZOOM: <https://us02web.zoom.us/j/5126740545>

**Meeting ID:** 512 674 0545 **Passcode:** LMG (all CAPS)

### AGENDA

**1) Call meeting to order**

The meeting was called to order by Kirsy Espejo, President, at 6:32 PM.

**2) Roll call of Directors and Officers**

**Board Members Present:**

Kirsy Espejo, President  
Shannon Newman, Vice President  
Patricia Jaquez, Secretary  
James Olacio, Director

**Board Members Absent:**

Erika O'Bryant, Treasurer

**3) Establishment of Quorum of Meeting**

4 of 5 Board members present, a quorum was established.

**4) Access Experts presenting full closed entry gate option (New Business)**

Dennis from Access Experts presented a proposal for a full closed entry gate. He shared renderings and explained the design, including resident and visitor entrances, sliding gates, and security features. Photos attached.

Discussion covered tailgating prevention, the need for a city survey to confirm feasibility, and budget considerations. The board emphasized this was an exploratory discussion, not a decision, pending further information and resident input.

**5) Reading or Waiver of Minutes for Last Board Meeting**

Patricia makes a motion to approve the minutes as written for June 11, 2025, board of Directors Budget meeting. Shannon seconded, all approved unanimously.

**6) President's Report**

Kirsy gave the President's Report, noting progress on the painting project and thanking residents for their patience. She assured the community that any landscaping or plants damaged during the work would be replaced.

Kirsy reminded everyone to submit maintenance requests with photos via Buildium or email to help resolve issues efficiently. She highlighted the success of the summer bash and said funds remain for future events.

Kirsy emphasized the importance of community responsibility, asking residents to care for shared spaces, pick up after pets, and lock the pool bathroom when needed. She concluded by stressing that, without an on-site manager or security, all homeowners must work together to maintain the community's standards

## **7) Treasurer's Report**

James presented the Treasurer's Report on behalf of Erika, summarizing account balances, monthly expenses, collections, insurance savings, and ongoing projects.

James noted that the financial statements are available on Buildium.

The Treasurer's report is attached.

## **8) Committee's Report**

### **a. Landscape Committee Update**

Kirsy thanked Olga for her volunteer work.

Olga's landscaping report highlighted ongoing improvements, support during the painting project, and plans to address palm tree disease. Damaged plants will be replaced. Residents are encouraged to submit photos for issues.

The landscaping report is attached.

### **b. Social Committee Update**

Kirsy reported on the successful summer bash and encouraged suggestions for future events, including a potential fall movie night.

### **c. Security Committee Update**

Brent reported on efforts to add cameras at exit gates, noting challenges with Wi-Fi and power. The management company was praised for prompt gate arm repairs.

Discussion included the possibility of using homeowner Wi-Fi access for cameras.

## **9) Manager's Report**

Melissa reported on completed, pending, and ongoing projects, report is attached.

## **10) New Business**

### **a. Ratify vote for Bullgator Painting Contract**

Kirsy made the motion to ratify the vote for the Bullgator painting contract, Shannon seconded the motion. Motion passed unanimously.

### **b. Ratify vote for new Janitorial Company – John Cleaning Solutions**

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Kirsy made the motion to ratify the vote for John Cleaning Solutions as the new janitorial company, James seconded the motion. Motion passed unanimously.

## **c. Ratify vote for Hixon Pools - Main drains for pool and spa**

Kirsy made the motion to ratify the vote for Hixon Pools for main drains for the pool and spa, Shannon seconded the motion. Motion passed unanimously.

## **d. Ratify vote for Hixon Pools - PH Feeder & Containers**

Kirsy made the motion to ratify the vote for Hixon Pools for the pH feeder and containers, Shannon seconded the motion. Motion passed unanimously.

## **e. Pool update**

Melissa reported the pool is now open and up to code. Pool heater replacement is pending due to electrical issues. Board and management are seeking additional proposals for repairs.

## **f. Introduction of new assigned property manager**

Melissa Wendorf announced Chris Fernandez as the new property manager for Central Falls, transitioning responsibilities to him within two weeks.

Chris shared his enthusiasm for collaborating with the board and community, emphasizing his commitment to upholding community values.

## **11) Adjournment**

The meeting was adjourned at 7:23 PM. The board then opened the floor for resident Q&A.





Resident exit gate

Visitor entrance gate

NW 17th Ct

NW 17th Ct

NW 124th Way

NW 125th Way

NW 125th Way

19'8"





centra falls  
west

# Treasurer Report

PRESENTED BY  
JAMES OLACIO

# ACCOUNT BALANCES



OPERATING (CITY  
NATIONAL - 9501)  
\$62,504.68



SECURITY DEPOSIT (CITY  
NATIONAL - 7225)  
\$44,859

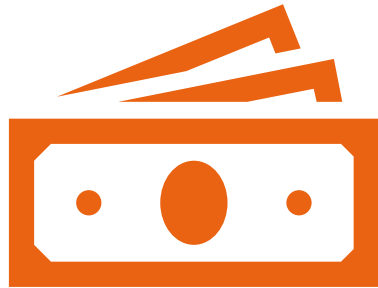


RESERVE (US CENTURY  
BANK - 3436) \$76,737.64



TOTAL BALANCE  
\$184,101.32

# FINANCIALS



Financials up to August - are posted to the loyalty mgmt. portal



Shared with finance committee and board members for review

# RESERVES

- ▶ **Interest Rate** - 2.46%
- ▶ **Balance** - \$76,737.64
- ▶ Total due to reserves - \$31,770
- ▶ For fiscal year 24/25 – Due to reserves \$31,770 (\$5,295 – Feb, Mar, Apr, May, Jun, Jul)
- ▶ Monthly Payment of \$4,780 scheduled for auto payment into reserves from operating

# AVERAGE MONTHLY EXPENSES

Monthly Expense	
Insurance	\$ 8,975.69
Utilities (Electric, Water, Phone, Internet)	\$ 1,583.33
Landscaping	\$ 3,600.00
Janitorial	\$ 450.00
Pool Maintenance	\$ 500.00
Mgmt Fee	\$ 1,300.00
Reserve Transfer	\$ 4,780.00
	<b>\$ 21,189.02</b>

# HOA FEES



1ST QUARTER HOA FEES WAS DUE  
AUGUST 1<sup>ST</sup>.



WE HAVE 2 OWNER IN COLLECTION  
2 OWNERS PAST DUE  
DUE TO CFW - \$17,589

# FINANCIAL HIGHLIGHTS 25-26

- ▶ INSURANCE RENEWAL 25-26 SAVINGS OF \$26,452.28
- ▶ START OF THE CFW PAINTING PROJECT
- ▶ REMODELING OF GYM/GYM STORAGE AREA COMPLETED
- ▶ GATE CALL BOX SYSTEM UPGRADED – FULLY FUNCTIONAL



# Contact Information

- ▶ If you have any questions, please send them to [cfwhoa@gmail.com](mailto:cfwhoa@gmail.com).

The landscaping vendor continues improving our community and maintenance needs by pruning, moving, and keeping our irrigation system efficient. They were also very helpful with our painting project by removing shrubs and plants attached to unit walls and trimming high palm leaves that needed to be cleared to have our residences painted properly.

Our goal is to focus on maintaining, enhancing functionality, and contributing to the overall well-being and attractiveness of our community, fostering a positive living environment for all residents.

A second email will be sent with additional before and after photos and future project updates.

Below are some photos of the before and after results:

Photo #1



Photo #2



Photo # 3



Photo # 4





Photo # 5





### **Pending Projects**

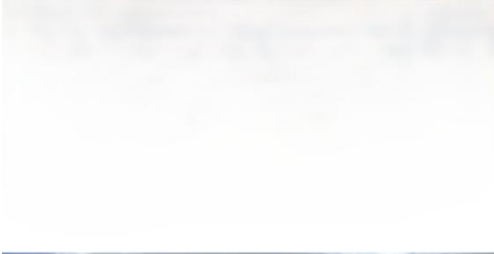
1) According to Jarvis, our arborist company, recommends our landscaping vendor to remove the tree and repair the brick walkway by unit #1769 in order to keep the tree roots from continuing to damage it.



2) The Landscaping vendor needs to add 3 clusias bushes to the interior pool perimeter to match the rest of the landscaping of the pool.



3) The Landscaping vendor will need to trim and prune the three trees located by 124th place because they are preventing the emergency entrance gate from working properly.



# Centra Falls West Managers Report

**Date:** September 10, 2025

## **Completed Work Orders/Tasks:**

**Gym Repairs:** Abba remodeling & construction completed the gym remodel, which included; painting, a/c thermostat installation, a/c cleaning, installed new flooring, replaced baseboards, hung TVs, and painted.

**Utility room repairs:** Abba remodeling & construction completed the repairs, installed new flooring, installed baseboards, patched walls, replaced drywall, and painted the gym utility room.

**Exterior Gates:** Access experts completed all repairs to the exterior gates, replaced chain links, wheels, and made repairs to the damaged fire exit gate previously hit by a car.

**Click2enter:** Access experts installed clicked to enter all 4 gates as required per code.

**Callbox Installation:** SmartEntry system was installed.

**Bee Removal:** Miami Bee Removal removed the bees located at 1776. This company left holes in the exterior of the unit.

**Stucco repairs at 1776:** Bullgator completed the exterior repairs.

**Light Pole Replacement:** Devine electric replaced the leaning pole at 1733.

**Pool bathroom door frame:** Was repaired and painted by Bullgator.

**Pool violations:** The pool was reinspected yesterday, and the pool has been reopened and the violations have been corrected.

**Janitorial Company:** Cancellation of service was sent to Ultimate Cleaning. Their last day will be Thursday, September 25<sup>th</sup>. John Cleaning solutions will begin on Tuesday, September 30<sup>th</sup>. Cleaning is scheduled Tuesday's & Thursday's.

## **In-Progress Work Orders/Tasks/Need Approval:**

**Inside Pool lights:** 2 LED lights needed – 2 proposals sent to the board for review:  
Hixon Pools estimate \$2,290  
LK Pools estimate \$2,425

**Painting and Pressure Washing Project:** In progress. We have experienced minor delays due to the rain. There have been 2 walkthroughs performed, with the next one scheduled for Friday at 9am.

## Pending Proposals/Work/Follow Up Tasks:

**Pool Heater:** The pool vendors informed us will need to address the pool heater soon, which is causing electrical issues and tripping the breakers. Myron from hot pools was onsite Monday, and replaced the capacitor for the spa heater, but recommended we replace the pool heater which is past warranty. We are pending the estimate for this replacement. Approx. \$6,000

## Violations:

Several violations have been reported to both management and the Board. These include parking, pets off-leash, pets being aggressive, and trash bins. Management has issued friendly reminders/violations to several homeowners/residents. We have also sent emails to the entire community.

## Closed Task:

After many attempts to resolve the umbrella claim issue, it was determined that a refund will not be provided because the manufacturer warranty was only good through June 24, 2023. The protection plan would not cover the replacement cost only repairs. They also said the umbrella is no longer in stock, so the claim was rejected.

The screenshot shows a warranty claim interface for a furniture item. At the top left, there is a sofa icon and the word "Furniture". To the right, there is a yellow "Receipt Needed" badge and two buttons: "Upload Receipt" (blue) and "File a Claim" (white with blue border). Below this, a light blue box contains plan details: Plan ID: 554211842952192, Plan Purchased From: Amazon, Coverage Start Date: Jun 24, 2022, Coverage End Date: Jun 24, 2027. To the right of this box, it says "Manufacturer: Model: Your item is under warranty with the manufacturer until June 24, 2023." Below the plan details is a section titled "Plan Features" with an upward arrow. It contains two feature cards: "Mechanical and electrical" with a wrench and screwdriver icon, and "Drops, spills, and other" with a red stamp icon.

**Furniture** Receipt Needed

[Upload Receipt](#)

[File a Claim](#)

Plan ID: 554211842952192  
Plan Purchased From: Amazon  
Coverage Start Date: Jun 24, 2022  
Coverage End Date: Jun 24, 2027

Manufacturer: Model:  
Your item is under warranty with the manufacturer until June 24, 2023.

^ **Plan Features**

Mechanical and electrical

Drops, spills, and other

## Claim Not Accepted

Based on the information you provided, your claim cannot be accepted. Please visit our help center for information or to speak to a specialist.

[Return to My Plans](#)





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Title: Central Falls West - Exterior Painting

**CUSTOMER**

Loyalty Management Group  
Melissa Wendorf

**SERVICE ADDRESS**

1786 Northwest 124th Place  
Pembroke Pines, FL 33028

**SUMMARY**

The work to be done by Bullgator shall include the furnishing of all materials, labor, tools, and equipment required to complete the painting and decorating of the structure(s) specified according to Sherwin-Williams specifications. The work comes with a **ten (10) years Labor and Material Warranty.**

	Qty	Cost/Unit	Total
Exterior Painting	1	\$103,480.00/Per Unit	\$103,480.00

**Subtotal: \$103,480.00**

Subtotal	\$103,480.00
Tax: (0%)	\$0.00
<b>Total</b>	<b>\$103,480.00</b>



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## INCLUSIONS

### Painting of 11 Building (61 Units)

- Pressure clean the exterior surfaces to be painted
- Repair all cracks up to 1/16" by using elastomeric patch
- Seal all exterior surfaces to be painted.
- (Caulk/Sealants) Remove and replace, as necessary
- Areas Painted include exterior:
  - Vertical Stucco
  - Soffit and ceilings
  - Entry signage stucco
  - Mailbox kiosk stucco
  - Pool house canopy steel beams only
  - Garage, unit entry and utility doors
  - Fascia and drip cap flashings
  - Columns and trim
  - Balcony railings
  - Balcony walls and ceilings
- Perform a final inspection to ensure the quality of the paint job and address any touch-ups if necessary

### EXTERIOR PAINT SPECIFICATIONS

#### Stucco & Masonry Surfaces

##### **A. Prime Coat**

Loxon® Acrylic Conditioner (LX03w100 series) (applied 200-300 sq. ft. per gallon)

##### **B. Repairs & Fresh Stucco:**

Loxon® Concrete Masonry Primer/Sealer Latex (LX02W50) (applied 5.3-8 mils WFT or 2.1-3.2 DFT)

##### **C. Finish Coat:**

LatitudeTM Exterior Acrylic @@ 4 mils wet, 1.4 mils dry

#### Metal

##### **A. Prime Coat**

Pro IndustrialTM Pro-Cryl Universal Metal Primer (B66 Series) (5-10 mils WFT or 2-4 mils DFT)

##### **B. Finish Coat**

ProIndustrial WB Urethane (B53 Series) ( 6-10 mils WFT or 2-3 mils DFT)

#### Aluminum or Factory Coated Aluminum Railings and Handrails

##### **A. Spot Prime Coat**

Pro IndustrialTM Pro-Cryl Universal Metal Primer (B66 Series) (5-10 mils WFT or 2-4 mils DFT)

##### **B. Finish Coat**

Pro IndustrialTM Waterbased Urethane Alkyd Enamel (B53 Series) (4-5 mils WFT or 1.4-1.7 mils DFT)



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Wood

**A. Prime Coat**

Preprite Problock Primer

**B. Finish Coat**

SuperPaint® Exterior Acrylic Satin (A89 Series) (4Mils WFT or 1.5 mils DFT)

Gutters, Downspouts - All previously painted vertical substrates

**A. Prime Coat**

Loxon® Acrylic Conditioner (LX03w100 series) (applied 200-300 sq. ft. per gallon)

**B. Finish Coat**

SuperPaint® Exterior Acrylic (4Mils WFT or 1.5 mils DFT)

Choice of color may determine how many coats will be required to cover existing colors to be painted.



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EXCLUSIONS
<ul style="list-style-type: none"> <li>• Permit fees and/or permit runner fees.</li> <li>• Any electrical and/or plumbing work.</li> <li>• Any landscaping and/or sprinkler system repair/replacement.</li> <li>• Any furniture relocation and/or moving, it's the client's responsibility.</li> <li>• Light fixtures</li> <li>• Window Framing</li> <li>• Pool deck</li> <li>• Pavers</li> <li>• Perimeter fencing</li> <li>• Canvas Awnings</li> <li>• Any extra work not mentioned in this proposal, if needed a change order will be presented.</li> </ul>

TERMS & CONDITIONS
<p><b>BGPW'S RESPONSIBILITIES</b></p> <ol style="list-style-type: none"> <li>1. Bullgator shall obtain all necessary permits. The cost of these permits is the responsibility of the Owner and will be invoiced accordingly.</li> <li>2. Bullgator shall provide certificates of insurance and maintain the following insurance coverages to the stated limits where applicable:            General Liability ..... \$1,000,000 per Occurrence ..... \$2,000,000            Aggregate</li> <li>3. Bullgator shall comply with all fire and OSHA safety regulations throughout the project.</li> <li>4. Workmen's Compensation shall be carried for Contractor's employees. Coverage and payments according to Florida State Law.</li> <li>5. If the Owner's representative feels that an unsafe condition exists, she/he has the right to stop the job until the condition is corrected.</li> <li>6. Bullgator shall be responsible for torn screens, broken windows, paint spills, paint on cars, or any other damage caused by the BGPW's workers.</li> <li>7. Bullgator is responsible for replacement of damaged grass, shrubs, trees, concrete sidewalks, windows, and screened balconies where damage is due to workmen's negligence.</li> <li>8. Bullgator may furnish a list of pre-existing conditions at the project. This list, covering items at each building, will protect Bullgator in the event he is questioned regarding conditions that were present prior to his starting the job. This damage list must be furnished to the Owner before pressure cleaning of each building.</li> <li>9. Bullgator will always use plywood under high reaches when machines are on grass or dirt with no exceptions.</li> </ol>



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**OWNERS RESPONSABILITIES**

1. Owner or Association is to cut back shrubbery and trees to permit equipment and workmen free and adequate access to areas to be painted.
2. The owner shall have cars moved according to schedules so that the contract is not delayed during the painting project.
3. The owner shall be responsible for removing all items from screened-in balconies and patios, so items are not damaged. Any item damaged because it was not removed, shall not be the responsibility of Bullgator.
4. Owner is to be responsible for the removal of cars on building grounds with advance notice of two (2)/three (3) days to prevent possible paint spattering from scaffold or workmen on ladders.
5. Owner shall supply electrical service for equipment and water for building cleaning and clean up. The owner shall supply electricity and water at no cost to Bullgator.
6. Owners have to remove and replace all screens, as necessary.
7. The owner shall be responsible for leaving or removing window screens during the painting process.
8. This work is being performed for the owner's benefit and at the owner's risk regarding inclement weather. Any mobilization or demobilization expenses and any exterior protection of building areas exposed during process of work due to hurricanes and other atypical inclement weather would be chargeable on a time and material basis.

**CONDITIONS**

General

Bullgator will supply all materials, tools, and equipment necessary for the cleaning, preparation, sealing and painting of all surfaces specified. Bullgator will use the utmost care in the protection of both unit owner and Property Manager including all balconies, screens, windows, walkways, shrubbery, parked vehicles, and any other property in the area; from paint and/or any other damage that might be caused during mobilization at the end of each day and at time when employees have left the premise during the day.

Labor

All work is to be done in a professional workmanlike manner by skilled mechanics. Service will be delivered in such a way to minimize the inconvenience to the residents and/or unit owners. It is understood by both parties to this agreement that Bullgator, its agents, etc. are not employees of the Property Manager. Bullgator complies with OSHA and the Construction Safety Act and is a drugfree work environment.

Insurance & Licensing

Upon request, Bullgator will furnish suitable insurance certificates covering liability and property damage, naming the Property Manager additionally insured. Proof of Workman's Compensation coverage will be available. Policies shall be kept in force during the duration of the service period. Bullgator shall further provide valid and required licenses necessary to operate in the appropriate county of work being performed. Bullgator shall hold the Property Manager harmless from all liens or damages arising from work performed by Bullgator to the fullest extent permitted by law. Bullgator shall indemnify and hold harmless the Property Manager, its directors, officers, employees from and



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against all claims, damages, losses and expenses, including but not limited to legal and attorneys' fees, arising out of or relating to the work.

It is understood and agreed that Bullgator (and Bullgator's insurer) will be held harmless for alleged or actual damages/claims because of mold, algae, or fungus. It is understood that Bullgator's and Bullgator's insurer will exclude all coverage, including defense, damages related to bodily injury, property damage, and clean up expenses caused directly or indirectly in whole or in part for any action brought because of mold, including fungus and mildew regardless of the cost, event material, product or workmanship that may have contributed concurrently or in any sequence to the injury or damage that occurs.

#### Supervision

It is the sole responsibility of Bullgator to secure, safeguard, and protect his material and operation from damage and theft until formally accepted by the Owner. Bullgator shall promptly remedy all damage or loss to any property caused in whole or in part by Bullgator, any subcontractor, or anyone directly or indirectly employed by any of them, or by anyone for whose acts may be liable. Bullgator shall be responsible to the Owner for the acts and omission of its employees, subcontractors, and their agents and employees, and other persons performing any of the work under a contract with Bullgator.

#### **AGREEMENT**

##### Liaison/Communication

The Property Manager will designate one (and no more than two) representatives from the board and/or management as a liaison or contact person(s). Bullgator will transact all business related acts of the job with the designated contact person(s) and will not permit unauthorized interference from residents of the Property Manager's property or from Bullgator employees.

##### Access

All work on this contract shall be conducted from the exterior of the building. Bullgator shall clean up and restore all evidence of his operations, both inside and outside the building. BGPW agrees to all common area doors including roof doors and electrical room doors at the end of each day and at times when employees have left the premises during the day. Bullgator shall coordinate all scheduling with the designated contact person to provide sufficient notice. The Property Manager agrees to make every effort to fully notify all occupants of the property to remove any personal items, patio furniture and vehicles as necessary, so that BGPW can proceed without delay.

##### Notification/Posting

Bullgator will additionally post notices 2-3 days prior to pressure cleaning and painting as needed. These notices are for the convenience of the residents/unit owners as a final notice to make necessary preparations to protect personal items.



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### Staging Area

Bullgator shall supply a mobile trailer or container to store paint, equipment and other materials. The Property Manager will make every effort to provide a suitable area. At the end of each working day, all equipment, ladders, paint, supplies, vehicles, etc. will be returned to the staging area and the working area left clean. Bullgator will utilize only approved space provided and approved by the association.

### Delivery, Storage and Handling

1. Bullgator shall have all materials delivered to the job site in unbroken containers bearing manufacturer's brand, product name and number, plus color designated.
2. Bullgator shall store materials and equipment at site in properly ventilated and secured areas assigned for this purpose by the Manager. All receiving shall be done in this location.
3. Bullgator shall comply with the manufacturer's recommendations as to environmental conditions under which material can be supplied.
4. Bullgator shall repair or cause to be repaired any surfaces damaged by operation.

### Paint Sample Display

Prior to starting the job, and for signed approval, the Property Manager will designate an area of a building on which Bullgator will apply a paint sample of the chosen final color and finish.

### Preparation of Painted Surfaces

Proper preparation is the responsibility of Bullgator. Surfaces must be prepared in accordance with normally accepted industry standards or to the paint manufacturer's specifications to provide a substrate suitable for the long-term adhesion of specified coatings. The following recommendations are for guidance only since other suitable methods may be substituted for the procedures based on the conditions found. If it is discovered that a surface(s) cannot be put into proper condition for finishing as specified within or product manufacturer, Bullgator will notify the Property Manager in writing or assume responsibilities for such surfaces and rectify any unsatisfactory results.

### Inspections

In order to avoid any dispute over existing damage it is suggested that before the commencement of any work that the Painting Contractor along with the Owner or the Owner's Representative together walk the project and make a list of all existing damage. This list should contain the names and/or numbers of any units showing signs of any kind of damage. Each party should keep a dated copy. In the event of a claim, the Owner and the Painting Contractor can use this list to resolve any disputed damage.

The Painting Contractor shall schedule all required tests, approvals and inspections at appropriate times so as not to delay the progress of the work. Inspections conducted by the Sherwin Williams representative does not dismiss the Painting Contractor of responsibility for the prescribed preparation and application of specified products.

The Painting Contractor is required to correct in a timely fashion any work reasonably rejected by the Sherwin Williams Representative for failing to comply with the Specification Documents whether observed prior to the



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commencement of the warranty period or during the warranty period.

## **EXECUTION**

### **PREPARATION OF THE SURFACES**

- A. The Painting Contractor shall be wholly responsible for the quality of their work and is not to commence any part of it until all surfaces are in proper condition.
- B. All surfaces are to be clean of mildew, chalk, peeling paint and other residues. If, for any reason, the surface cannot be cleaned this condition must be promptly reported to the Owner or the Painting Contractor will assume responsibility for the condition.
- C. If the Painting Contractor considers any surface unsuitable for proper finishing, they are to notify the Owners of this fact in writing. The Painting Contractor is not to apply material until corrective measures have been taken or the Owners have instructed them to proceed under the current conditions.
- D. Occasionally conditions exist under painted surfaces that cannot be seen on visual inspection. After pressure cleaning these conditions become evident. At times these conditions may require additional charges for labor and materials. The painting contractor will make the owner/ agent aware of these conditions prior to proceeding with the work. Examples of unforeseen conditions: Stucco Delamination, Rotten Wood, Concrete Restoration, Deteriorated Metal Surfaces.
- E. The prime coat shall be applied soon after surface preparation has been completed (within three (3) weeks under normal conditions), so as to prevent contamination of the substrate.

### **MOLD AND MILDEW REMOVAL**

A. Perform preparation and cleaning procedures as Sherwin-Williams recommends and as specified herein for each substrate condition. For additional detailed information, see manuals and publications of standard industry procedures provided by organizations such as the following:

1. American Institute of Architects (AIA)
2. Construction Specifications Institute (CSI)
3. American Society for Testing and Materials (ASTM)
4. Painting Contractors Association (PCA)
5. The Society for Protective Coatings AMPP (SSPC)
6. Sealant Waterproofing Restoration Institute (SWRI)
7. Occupational Safety and Health (OSHA)
8. American National Standards Institute (ANSI)

Ball deteriorated/delaminated substrates<sup>3</sup>

(i.e., wood, hardboard siding, T-111, and masonry substrates) are to be replaced with new materials unless otherwise stated by The Owner(s)/Owner(s) Representative. New materials should be primed on all sides before installation in accordance with specifications.

C. The solution must then be washed off with clean water. A water pressure cleaner can be used. If washing off wood



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surfaces or roofs care must be taken not to damage the surface or create leaks especially on roofs and windows.

#### 5.12 Moisture

All items that can cause paint failure due to moisture should be addressed and eliminated. This would include but is not limited to:

- A. Water moving system(s) not in place or working properly
- B. Previous coat(s) of paint not adhering properly
- C. Deteriorated caulking/sealant
- D. Gaps/voids between substrates
- E. Wood checking (cracks and/or splits in wood)
- F. Rotten wood
- G. Areas affected by water splashing
- H. Painting in inclement weather
- I. Painting an un-dry substrate

#### EXTERIOR SUBSTRATE PREPARATION

APPROXIMATELY 90% OF ALL PAINT FAILURES CAN BE DIRECTLY ATTRIBUTED TO IMPROPER SURFACE PREPARATION. STRICTLY FOLLOWING ALL SURFACE PREPARATION INSTRUCTIONS ON ALL SURFACES IS ESSENTIAL TO ACHIEVE MAXIMUM BENEFITS OF THE COATINGS TO BE USED.

#### A. EXTERIOR PREVIOUSLY PAINTED MASONRY AND STUCCO SURFACES

##### 1. Preparation

- a. Any mold and mildew must be removed as described in the section titled MOLD AND MILDEW REMOVAL.
- b. Any areas exhibiting efflorescence deposits shall be treated with a 25% solution of Muriatic Acid to water, scrubbed and then thoroughly rinsed with clear water to neutralize any acidity. A pH test should then be conducted to verify if any further actions should be taken.

##### 2. Cleaning

- a. Pressure clean all stucco and masonry surfaces with pressure washing equipment of at least 3000 P.S.I. or greater being sufficient enough to remove as much existing deteriorating coating as possible. It is recommended to use a rotating nozzle on the pressure cleaner to facilitate removal of the existing deteriorating coating and to help identify any areas that are not presently deteriorating. All masonry surfaces must be free of dirt, grease, oil and chalk. All surfaces are to dry thoroughly. If necessary, repeat procedure. Surfaces are to be tested with phenothelien (chemically) to make sure stucco has cured before any coating is applied.
- b. Rust stains must be thoroughly removed. After wetting the surface with water, apply a solution of 2% oxalic acid or appropriate oxalic acid compound in water. It is important to observe the precautions listed on the container or these compounds for safe handling and storage. Wash with sponge and scrub brush until stain is removed, then rinse with clean water. Where rust staining was evident spot prime areas with one coat of Sherwin William's DTM Wash Primer. Apply two coats if necessary.

##### 3. Surface Sealer

- a. After proper surface preparation, prime the entire exterior masonry surface with one coat of the Sherwin Williams recommended masonry conditioner according to the manufacturer's label instructions.
- b. Certain colors may require a pigmented sealer.
- c. Contractor is responsible for testing sealer coverage. The Painting Contractor may choose to use a pigmented



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sealer.

4. Joint Sealant

- a. All loose or deteriorated perimeter sealant around exterior side of doors and windows is to be removed.
- b. Apply surface sealer to stucco surfaces, along the entire joint to receive sealant.
- c. Apply a solvent wipe to metal surface, along the entire joint to receive sealant. Try not to contaminate stucco substrate with solvent.
- d. Apply sealant to full perimeter of door frames and windows to form a complete seal between metal and stucco. Tool the application of sealant in a manner to insure proper adhesion.

5. Stucco Repair

- a. All loose, broken or spalling stucco must be removed and adjacent areas of suspect areas "sounded" for deteriorated stucco.
- b. Visible restoration must be discussed prior to bid due date and a determination should be made whether to bid separately or engage the services of a structural engineer.
- c. Prior to repairing stucco the affected area will be prepared with a bonding agent. Stucco work shall conform to ASTM standards and have surface texture to match the surrounding area.
- d. All cracks in masonry larger than hairline (over 1/16") are to be ground out mechanically to form a "V" or "U" shape measuring 1/4" blown or brushed out to remove all dust, dried of all moisture. The resultant opening shall have Urethane Acrylic Sealant caulked in to completely fill the void.
- e. Once cured, the filled crack shall be overcoated with Knife Grade Elastomeric Patching Compound, crowed in the center approximately 1/16" and feathered at least 3" on either side of the crack to match the surrounding surface as closely as possible.
- f. All hairline cracks (less than 1/16") will be filled using Brush Grade Elastomeric Patching Compound over a properly primed surface, crowing the application approximately 1/16" over the center of the crack and feathering the edges approximately 2" on either side to match the adjacent surface.
- g. After proper surface repair, spot prime patching material with one coat of the Benjamin Moore recommended masonry conditioner according to the manufacturer's label instructions.

6. Finish Coat

- a. After all crack repairs have fully cured, apply as needed the number of coats of the recommended Benjamin Moore & Co. Latex Paint (unless stated otherwise), at a rate of application as stated on the label directions and to achieve uniformity of sheen and opacity of color. NOTE: Previously repaired cracks, which have reopened, shall have all existing patch material removed and the crack treated as described above.

B. EXTERIOR PREVIOUSLY PAINTED WOOD SURFACES TO BE PAINTED

- 1. Remove all blistered, peeling paint to a sound substrate by scraping and sanding. Where bare wood is exposed spot prime with FreshStart Alkyd 094 Primer.
- 2. Surfaces that exhibit moderate to heavy chalk must be cleaned by power wash. Any mold and mildew must be removed as described in the section titled MOLD AND MILDEW REMOVAL.
- 3. Glossy areas under eaves and all protected areas not exposed to normal weathering should be dulled by sanding. Crystalline deposits under eaves are a major cause of peeling and must be removed by flushing with a strong stream of water from a garden hose.
- 4. To the properly sealed surface apply the coats needed to achieve uniformity of sheen and opacity of color using the Benjamin Moore recommended topcoat as described below according to the manufacturers label instructions.



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#### C. EXTERIOR PREVIOUSLY PAINTED METAL SURFACES

1. Surfaces to be painted shall be cleaned with an appropriate solvent or detergent solution to remove all traces of dirt, dust, grime, and oily residues prior to application of the specified coatings in accordance with SSPC-SP1-63 "Solvent Cleaning".
2. Surfaces that exhibit moderate to heavy chalk must be cleaned by power wash. Any mold and mildew must be removed as described in the section titled MOLD AND MILDEW REMOVAL.
3. Loose, peeling, blistering and flaking paint and rust shall be removed by power tool cleaning with wire brush, needle gun, scraping, or sanding in accordance with SSPC-SP3-63 "Power Tool Cleaning". Surfaces with a hard shiny finish should be dulled by sandpaper or other abrasive methods to insure adhesion of succeeding coats. Where rust, corrosion and deteriorated coating exist, the surfaces should be abrasive blast cleaned in accordance with SSPC-SP6-63 "Commercial Blaster Cleaning". The surfaces should be blown off with compressed air to remove traces of blast products and primed within 24 hours with the specified primer.
4. Glossy surfaces should be dulled by sanding. Where rust, corrosion and deteriorated coating exist, the surfaces should be abrasive blast cleaned in accordance with SSPCSP6-63 "Commercial Blaster Cleaning". The surfaces should be blown off with compressed air to remove traces of blast products and primed within 24 hours with one of Sherwin Williams RUST INHIBITIVE PRODUCTS according to the manufacturer label instructions.

#### D. CONCRETE FLOORS

1. Scaling and peeling paint should be removed by scraping and sanding.
2. Surface should be washed thoroughly with strong detergent solution to remove all grease, oil and soap residue. Rinse thoroughly and allow to dry completely before painting.
3. All shiny surfaces must be dulled and scoured prior to application of any coatings.
4. Floors that have been subjected to long term oil and grease must first be aggressively scrubbed with proprietary grease-dissolving compounds, then rinsed thoroughly and allowed to dry completely before etching, below. CAUTION: FOLLOW MANUFACTURER'S DIRECTIONS; USE RUBBER GLOVES, WORK GOGGLES AND PROTECTIVE CLOTHING.
5. Unpainted and/or non-porous steel-troweled floors must be etched with Sherwin Williams H&C Etching Solution reduced according to label directions then rinsed thoroughly. The surface must be porous prior to application of any coatings. The Painting Contractor is responsible for the proper preparation of the floor to allow proper adhesion of the floor coating. Test porosity of surface even after etching by spraying mist of water on floor and examining whether water beads on surface (which would signify non-porosity) or soaks in the concrete (which would signify porosity). Properly etched floors after appropriate drying times should feel like fine grit sandpaper. If floors do not demonstrate this characteristic and does not appear porous per above test the floor is not ready to coat regardless of preparation already completed and further actions must be taken to achieve proper adhesion of floor coating.
6. Due to the incompatibility of many floor coatings to each other after preparing concrete decks as described above a sample area must be painted and allowed to dry and cure to assure of compatibility of floor paint with existing substrate.
7. To the properly prepared surface apply the coats needed to achieve uniformity of sheen and opacity of color using the Benjamin Moore recommended topcoat as described below according to the manufacturers label instructions.

#### **PAYMENT TERMS**

Deposit and Payment Terms, unless agreed otherwise.

[Payment Terms does not include Option(s) pricing]



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- 30% Deposit
- 30% Midpoint
- 30% Upon Final Building Completion
- 10% Retainage

Final Payment

The final payment will be due ten (10) days after completion of the project. All payments for goods and services rendered are due upon receipt of invoice(s). Any invoice not paid within thirty (30) days shall be subject to interest at 1.25% per month. Delinquent accounts, those not paid for in sixty (60) days, that are sent to legal collections will require the Property Manager to pay legal fees in addition to the amount due and interest. In addition, legal disputes under this contract of work will be filed with the Broward County Court System. In the event of the filing of litigation in connection with a dispute under this agreement, the prevailing party shall be entitled to recover from the losing party, reasonable costs associated with legal collections including attorneys' fees and paralegal fees incurred in connection with the proceedings, including on appeals, in bankruptcy and administrative proceedings, including those attorneys' fees incurred in connection with the entitlement issue in the amount of attorneys' fees. The prevailing party shall also be entitled to recover its mediation costs including attorneys' fees and paralegal fees as prevailing party in the litigation. This paragraph shall survive the termination of the agreement.

Contract Costs

The work includes all transportation, storage, equipment, supplies, labor, and materials necessary for a complete and functional installation. Work shall comply with all applicable building codes. The work shall also include all labor, materials, and everything required or claimed by Bullgator's material, suppliers, or laborers to complete the work. Bullgator shall give all notices and comply with all local ordinances, requirements of city and county building codes, and of federal and state authorities which are applicable to the work. Local sanitary laws and rules and regulations, both present and future, and interpretations of such ordinances are set forth in this contract. Bullgator shall furnish, without any extra charge, any additional materials and labor which may be required to comply with such ordinances, requirements, laws, rules, and regulations. Bullgator will pay all social security and other taxes imposed upon him as an employer in connection with the performance of this contract and will furnish evidence, when required by Owner, showing that all such payments required to be made have been paid.

Additional Fees

Occasionally, Bullgator's cleaning technique reveals a concealed and latent condition unforeseen by both Bullgator and the Property Manager, necessitating additional labor and/or materials. The Property Manager may opt to submit a Work/Change Order for added service, or Bullgator and the Property Manager may agree to re-negotiate this contract. The Property Manager may need to negotiate a new contract (with Bullgator for example) should the condition be outside the scope or standard of this agreement.

Extras & Changes



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It is anticipated that the aforementioned work is inclusive and there will not be any extras and changes. The need for extra work or changes within the specifications will be the sole responsibility and determination of the Property Manager and will be submitted as a written Work/Change Order to Bullgator. No extra work will take place or changes will be made in the work as specified without a written Work/Change Order from the Property Manager.

#### Changing Color from Existing to New

Bullgator will notify the Property Manager of any color change (from the current or existing building color) requiring more than the standard coat(s) not included in the scope, may be subject to additional charges. Change order process applies.

#### Permits and Municipality Inspections

The cost of any state, county or municipality permitting or inspection, if required, will be added to the contract price at actual cost.

#### Time for Completion of Work

Bullgator & Owner will agree on start date. Bullgator will commence work and shall use its best efforts to complete the work in a timely manner subject to permissible delays. However, no damages for delays in the completion of the work shall exist in favor of Owner.

#### Delay

Bullgator shall be excused for the delay in completion of the contract by acts of God, acts of the Owner, inclement weather, labor trouble, acts of public agencies, inspectors, or public utilities, extra work, failure of the Owner to make progress payments promptly, or other contingencies unforeseen by Bullgator and beyond the reasonable control of Bullgator.

#### Right To Stop Work or Terminate Contract

Bullgator shall have the right to stop work if payments are not made when due under this Contract. And may keep the job idle until all payments have been received. In the event any payments dues hereunder are past due for a period exceeding fourteen (14) days, Bullgator may declare a material breach under this Contract and terminate all further performance hereunder. At such times. Bullgator shall be entitled to all damages set forth in the Default provisions hereunder or otherwise allowed under Florida law.

#### Attorney's Fees

In the event of litigation arising out of this Contract or the performance thereof, the court will award reasonable attorney's fees to the prevailing party. It is understood that both sides are to give up the right to a jury trial. Both sides agree to have a judge decide contract disputes. "To the full extent permitted by law, the parties hereby express and knowingly waive any right to jury trial they may have for all causes, claims, and issues in any way relating to or



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directly, indirectly, wholly, or in part, arising from the contract.”

#### Binding on Successors

All provisions of this contract will be binding on the assignees, successors, parent companies, and subsidiary companies of both parties. If either party is acquired by a corporation through purchase, merger, or consolidation, the provision of this Contract will be binding on the successor or surviving corporation.

#### Governing Law

This Contract shall be interpreted and governed by the laws of the State of Florida. The venue for any litigation arising hereunder shall be exclusively in Broward County, Florida and each party hereto hereby waives all rights it may otherwise have to selection of venue.

#### Defenses to Enforcement of Contract and Right to Cure

No claim or set off shall be allowed or made by Owner to Bullgator based on any claim, including an alleged breach of Contract, delay, breach of warranty, claims, for deficient workshop materials or other claim arising hereunder until thirty (30) days have elapsed following the furnishing to Bullgator a written notice as provided herein. Said written notice shall set forth, in detail, the alleged claim, defect or breach and the remedy requested. Said notice shall be furnished to Bullgator at the address set forth herein, via certified mail return receipt requested. The thirty (30) day period shall begin upon receipt of Bullgator. During said thirty (30) day period, Bullgator shall have the opportunity to address or cure any such claim and Owner shall provide access and full cooperation in the resolving of any such claim. In the event such notice is provided, as set forth herein, prior to the time of a scheduled draw payment or final payment, no defenses or setoff to such payment shall exist.

#### Severability

Should any provision or portion of this Agreement be adjudged invalid, illegal, unconscionable or in conflict with any law of the State of Florida, the validity, legality and enforceability of all remaining provisions and portions of this Agreement shall not be affected or impaired thereby.

#### PAINT WARRANTY

Bullgator shall warrant for one (1) year against chipping, peeling, flaking and excessive chalking as a direct result of faulty workmanship. An absolute condition precedent to this warranty is Owners full compliance with all obligations set forth herein, including without limitation, full timely payments. Stucco and masonry surfaces only.

*Except as are set forth herein, there are no warranties, expressed or implied, made by Bullgator and all warrantied, including merchantability, habitability or fitness for any purpose or intended use are disclaimed. Bullgator shall assign to the owner any manufacturer's warranties incorporated into this construction, but otherwise, Bullgator makes no warranties with this there to.*

Excluded from this warranty: Peeling, blistering, chalking, fading or loss of adhesion resulting directly or indirectly from causes other than faulty workmanship and/or material failure. Excessive heat or moisture, hail, floods,



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hurricanes, windstorms and other Acts of God, mechanical or electrical damage, abrasion, collision, environmental pollution, condensation or other moisture under or from within the building surface, settling or movement of building structure, seepage or leakage through undercoated areas of building causing delamination of the new system, or any damages caused by water intrusion to the interior of the property, whether direct or indirect, incidental, consequential, or otherwise.

Release of Lien

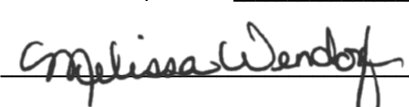
Bullgator will furnish a Release of Lien for all materials, equipment and labor used in the performance of his work along with all manufacturers' warranties and government approvals (if applicable). Upon written request progress payment affidavits or partial releases will be provided promptly.

**RELEASE/WAIVER FOR USING VIDEO/PHOTOS FOR ADVERTISING**

I (the "Owner/Client") hereby authorize Bullgator permission to take and use before, during, and after photographs, videos and/or install a time-lapse camera taking pictures and videos of the project. I understand and agree that all photographs, videos taken, and/or time-lapse videos made by Bullgator will become the property of Bullgator. I acknowledge that since my participation with Bullgator is voluntary, I will receive no financial compensation. I hereby irrevocably authorize Bullgator to edit, alter, exhibit, publish, or distribute these photos and videos for publicizing Bullgator or any other lawful purpose. I hereby hold harmless and release and forever discharge Bullgator from all claims, demands, and causes of action which I, my heirs, representatives, executors, administrators, or any other persons acting on my behalf or behalf of my estate, have or may have by reason of this authorization. I understand Bullgator intends to upload these images on its Facebook page, website, or any other lawful social media outlet.

Note: Bullgator will not share personal information (i.e., street address, phone number, email, etc.).

If you agree with the scope, terms, rates and cost estimates presented herein, please complete the information by signing below, and email it to [admin@bullgatorfl.com](mailto:admin@bullgatorfl.com) in order to move forward with this project.

APPROVAL
This Estimate has been accepted on <u>June 26, 2025</u> by <u>Melissa Wendorf</u> , Property Manager
Signature: <u></u>

Approved by Board of Directors



# Proposal price for cleaning services

## John Cleaning Solutions LLC

7395 Cleveland St.  
Hollywood, FL 33021  
754-284-5053 or 954-839-7697

## Centra Falls West

1786 NW 124th Way Pembroke Pines, FL 33028

DATE	SERVICES 2 DAYS PER WEEK (M & TH)	
8/18/25	Monthly \$444.00	<b>Holidays without service:</b> 11/27 Thanksgiving, 12/25 Christmas Day, 1/1 New Years Day Services will be completed day before or after per management



*We are a locally owned and operated Commercial and residential cleaning company. Licensed and insured servicing Broward & Dade County for 7 years.*

*Our Reputation is based on Service, Safety, and Quality*

The specifications and the terms set forth describe the services to be performed, frequency, and areas proposed.

## Period of Service

The yearly contract to begin September 22, 2025, to end July 31, 2026. Upon that time, it will be reviewed for renewal, as this is not a full year, and within the “budget year” of said Association. The date of service contract to begin is contingent on approval of proposal and signed contract.

## Scope of work

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Contractor shall provide the services and deliverable(s) as follows:

*Twice weekly service for common areas in the community. Monday & Thursday*

## Supplies & Tools Supplied

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*All Tools and supplies are to be furnished by the association, including but not limited to Cleaners, chemicals, can liners, toilet paper. To be stored in a storage closet located in the pool area. John cleaning Solutions LLC will provide updates when replenishment is needed.*

## Contractor responsibilities

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*Maintain a professional image and respect for all residents and staff. Completion of services within designated timelines and within the scope of required working hours. (2-hour shifts/twice weekly) Or as otherwise agreed upon*

## Client responsibilities

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*Payment in full of monthly invoice*

## Specific areas of work

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### **GYM:**

#### **Twice weekly**

**Doors:** Wipe down doors, frames, push plates, knobs, & kick plates. **Mirrors:** Clean all mirrors free of smudges & streaks. **Dusting:** Routine dusting on all unobstructed surfaces. **Personal items will not be moved.** **Glass**

**cleaning:** Spot clean inside & outside of windows free of smudges & streaks. Including door glass. **Seating:** wipe clean as needed, remove trash/debris. **Trash & recycling:** Empty & remove trash & recycling. Separate and deposit into appropriate containers. Replace can liners as needed.

**Flooring:** Sweep, mop, spot clean as needed. (To be determined with new flooring)

### Weekly

**Gym equipment:** Clean gym equipment as per manufacturer's instructions.

### POOL AREA:

#### Twice Weekly

**Dispensers:** Replenish supplies, soap, hand cleaner & wipe down outside of dispensers. **Tables & counters:** Wipe tables & counters, remove debris/trash, take dishes to designated area. **Seating & pool area:** Spot clean seating, clean up and arrange pool area as necessary, remove & discard trash & debris as needed. **Trash & Recycling:** Empty & remove trash & recycling. Separate & deposit into appropriate containers. Replace can liners as needed.

### RESTROOMS:

#### Twice weekly

**Doors:** Wipe doors, frames, push plates, knobs, & kick plates. **Mirrors:** Clean all mirrors free of smudges & streaks. **Dusting:** Dust partitions including on top, dispensers, baseboards, lights, mirrors, fixtures, and Air vents. **Countertops & sinks:** Clean countertops & backsplash. Clean & scrub faucets & drains to remove stains, soap scum, & hard water to prevent stains & rust. **Stall partitions:** Spot clean & disinfect. **Toilets/Urinals:** Clean & disinfect inside & out of toilet bowls & urinals. Remove hair & any matter as well as clean to prevent hard water stains. Disinfect & clean adjacent walls. **Trash & Recycling:** Empty & remove trash & recycling. Separate & deposit into appropriate containers. Replace can liners as needed. **Restroom Dispenser:** Refill paper supplies, soaps, & feminine hygiene products. Clean outside of dispensers.

### COMMON AREAS:

#### Twice weekly

**Mopping:** Thoroughly mop unobstructed hard floors, spot mop all areas as needed. Approved/provided cleaning solution to be used.

**Safety:** Wet floor signs/caution cones will be placed in appropriate areas before beginning. Allow the floor to dry before removal of cones/caution signs once dry. Replace any removed items to original spaces.

Walk property pick up loose trash, debris, cups, fallen items etc.

SPECIFIC AREAS	DETAILS	FREQUENCY	
GYM	DOORS, MIRRORS, DUSTING, GLASS, SEATING, TRASH, FLOORING	TWICE WEEKLY	WORKOUT EQUIPMENT PER MANUFACTURES INST.
POOL AREAS	TRASH, SEATING, TABLES, DISPENSERS	TWICE WEEKLY	
RESTROOMS	DOORS, MIRRORS, DUSTING, COUNTERS/SINKS, STALLS, TOILETS/URINALS, TRASH, DISPENSERS	TWICE WEEKLY	
COMMON AREAS	MOPPING, SAFETY, TRASH/DEBRIS	TWICE WEEKLY	

Upon completion of this performance period, contractor and client will have the option to renew this agreement for an additional then-stated number of hours at the then-negotiated rate for those resources identified.

## Proposal prices for cleaning services

The above scope of work is quoted for 2 days per week. All specific areas of work and details are listed above. Any additional tasks or duties assigned or requested will be invoiced separately.

Association will provide access codes & keys to property and supply room to store supplies, carts, etc. As well as any keys or provisions needed to stock or refill toilet paper, paper towels, etc.

## References

Tania Scott **Bougainvillea & Sea downs Hotel Hollywood Beach** 754-280-9984  
[seadowns@aol.com](mailto:seadowns@aol.com) Maintenance, repairs, and cleaning services provided

Colleen Colpani **Colpani Properties Property management company** 954-789-4774 Air BnB Cleaning services and maintenance provided



Vertice Eversole **Beverly Hills Condominium Hollywood** 651-295-3935 HOA  
 Cleaning services provided

IN WITNESS WHEREOF,

JOHN REE WHITAKER

ASSOCIATION

Name: \_\_\_\_\_

Signature: \_\_\_\_\_

Title: \_\_\_\_\_

Name: Melissa Wendorf

Signature: 

Title: Property Manager

Approved by Board of Directors. 08-25-2025  
Signed on behalf of Centra Falls West

# Hixon Pool Repair & Supply, Inc.

State Licensed & Insured  
CPC1456666  
954-473-4028  
[www.Hixonpools.com](http://www.Hixonpools.com)



7027 W. Broward Blvd.  
PMB # 193  
Plantation, Florida 33317  
[Info@hixonpools.com](mailto:Info@hixonpools.com)

Member of Florida Swimming Pool Association and The Better Business Bureau

## Proposal

Centra Falls West  
Attn: Melissa Wendorf

September 5, 2025  
email:mwendorf@loyaltymgmtgroup.com

Re:  
1746 NW 124<sup>th</sup> Place  
Pembroke Pines, FL 33328

As you requested we have re-issue the proposal to only reflect the below listed repair that you want done at the property in reference as listed below:

. One (1ea) pool main drain cover ..... \$ 550.00  
. One (1ea) main drain SPA cover..... \$ 550.00

Total..... \$1,100.00

Deposit required \$550.00 (upon receiving deposit work will be placed on the schedule)  
Balance upon completion of work.

**\*\*\* Important Note\*\*\*** Please be advised that one of the container feeders is not working due to the plug that is not good and needs to be repair. Cost of such repair will be determine by the electrician.

Any changes to this proposal will require an additional addendum to be submitted for approval. Cancellations requires 30 days notice. We will provide a certificate of Insurance for Liability & workers compensation.

If you wish to accept our proposal & contract our work, please sign the below and return to our office by via email to: [info@hixonpools.com](mailto:info@hixonpools.com).

Accepted By \_\_\_\_\_ Date \_\_\_\_\_

Centra Falls West Representative

Print name \_\_\_\_\_

Hixon Pool Repair & Supply, Inc.

\_\_\_\_\_ Date \_\_\_\_\_

Clifford Hixon

Should this account not be paid, the client assumes all costs of collections, including collection fees, court costs, interest and legal fees.

Thank you for choosing Hixon Pool Repair and Supply for all your pool needs.



DOH Permit No. 06-60-1788036 County Broward

### Pool Owner/Operator Verification of Entrapment Safety Features

1. Name of Facility Pool: Centra Falls II

2. Street Address: 1786 NW 124 Way

City: Pembroke Pines Zip: 33028 Facility Phone: 954-363-1824

3. Owner's Name: Centra Falls West HOA, Inc  
(Print Name)

4. Owner's Phone: 954-363-1824 Email: \_\_\_\_\_

**5. Suction Outlet Drain Cover(s) as required by section 514.0315(1), FS:**

Make & Model Number: Waterway 640-472xV  
(You may use additional sheets if facility has more than one device or system.)

Installation Date: 9/4/25 FL Approved Flow (GPM): 356 Life Years: 7

**6. Type of Safety Device installed as required by section 514.0315(2), FS: (Check one)**

a. Safety Vacuum Release System

Make & Model Number: \_\_\_\_\_  
(Use additional sheets if facility has more than one device or system.)

b. Suction Limiting Vent System w/Tamper-Resistant Atmospheric Opening

c. Automatic Pump Shut-off System

Make & Model Number: \_\_\_\_\_  
(Use additional sheets if facility has more than one device or system.)

d. Dual Drains (must be on the same drain line & 36" apart on center)

e. Drain Disablement (requires a construction or modification permit)

f. Gravity Drainage with Collector Tank (requires a construction or modification permit)

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

Licensed pool contractor that installed the device/system:

(Installation by a FL licensed pool contractor is a requirement of s. 514.0315(2), Florida Statutes)

Name: Clifford Hixon

Phone Number: 954-473-4028 License Number: CPC4516666

E-mail: info@hixonpools.com

7. Owner's commitment to have all safety device operation & maintenance manuals on site and readily available, and to conduct routine testing of the device/system in accordance with the manufacturer's recommendations or in accordance with state code testing requirements:

Melissa Wendorf Property Manager/Agent  
Signature of Duly Authorized Person (owner, permittee, corporate officer or registered agent.)

Melissa Wendorf  
Print Name

09/08/2025  
Date



DOH Permit No. 06-60-1788040

County Broward

### Pool Owner/Operator Verification of Entrapment Safety Features

1. Name of Facility Pool: Centra Falls II

2. Street Address: 1786 NW 124 Way

City: Pembroke Pines

Zip: 33028

Facility Phone: 954-363-1824

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Phone Number: 954-473-4028

License Number: CPC4516666

E-mail: info@hixonpools.com

7. Owner's commitment to have all safety device operation & maintenance manuals on site and readily available, and to conduct routine testing of the device/system in accordance with the manufacturer's recommendations or in accordance with state code testing requirements:

Property Manager/Agent

Signature of Duly Authorized Person (owner, permittee, corporate officer or registered agent.)

Melissa Wendorf

Print Name

09/08/2025

Date