



MARTIN DOWNS PROPERTY OWNERS ASSOCIATION, INC.  
3501 SW CORPORATE PARKWAY  
PALM CITY, FL 34990  
(772) 283-4746

**MARTIN DOWNS PROPERTY OWNERS' ASSOCIATION, INC.**

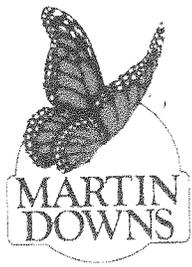
**EXECUTIVE COMMITTEE MEETING**

**MARTIN DOWNS POA CONFERENCE ROOM**

**January 28, 2025 AT 2:00 PM**

**A G E N D A**

- 1) Call To Order**
- 2) Quorum**
- 3) Approve Minutes – December 10, 2025**
- 4) Budget Committee Report – Review 2025 financials**
- 5) Surface Water Management Committee Report – A) Repair Status Report B) Lake Re-slopping / Lake 17**
- 6) Landscape Committee Report – None**
- 7) President's Report –**
- 8) Old Business – A) Lakes - No Trespass Signage B) Travel Link – Irrigation Break on Crane Creek Ave / Armadillo Repair Invoice C) Travel Link – Mallard Creek Trail Trespassing / Landscape Debris Dumping**
- 9) New Business – A) Monarch – Member Rep & Budget Rep. B) April Member Rep Meeting C) Martin County High School Scholarships**
- 10) Comments -**
- 11) Next Meetings –  
Executive Meeting – February 25, 2026**
- 12) Adjournment**



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**UNAPPROVED**  
**EXECUTIVE COMMITTEE MEETING MINUTES**  
**December 10th, 2025**

<b>PRESENT:</b>	Laura Cardinale	President
	Bernie Carmell	Secretary
	Timothy Graham	Treasurer
	Patricia Brimlow	Vice President
	Michael Gaines	Monarch
	Rick Ammon	Meadows
	Karen Bevis	East Villages
	Rose Wright	Sunset Trace
	Krista Singleton	West Villages
	Todd Rosenhaus	Administrator, MDPOA
	Liz Bonan	Ross Earle Bonan Ensor & Carrigan, PA

**ABSENT:** Jay Mahoney Commercial Property

- 1) Call to Order:** The meeting was called to order at 2:00 p.m. by President Laura Cardinale.
- 2) Quorum Called:** President Cardinale stated there was a quorum.
- 3) Approval of Minutes:** A Motion was made by Michael Gaines to approve the minutes for September 24<sup>th</sup>, 2025, seconded by Karen Bevis. All were in favor. Motion passed.

**4) Budget Committee Report:**

- A) October Financial Review** -Timothy Graham stated the current financial situation shows several line items under budget that will even out as the year ends but still expects to finish year with a surplus.

**5) Surface Water Management:**

**Pending-** Palm Point/ Palm Isle – Location Next to Tennis courts – Clean and install 150 feet of CIPP. Expected completion week of December 18<sup>th</sup>.

**Completed** -West Villages – In front of Egret Pond on Sandhill Road- Clean and install 247 feet of CIPP. West Villages -In front Heronwood along Sandhill Road – Clean and install 340 feet of CIPP.



**6) Landscape Committee Report:** Todd Rosenhaus reported that the installation of seasonal flowers on Martin Downs Blvd was completed and that we are now waiting for the completion of mulching on Martin Downs Blvd.

**7) Presidents Report:** Laura Cardinale reported our tenant, Best Choice Roofing has notified us in writing of their intent to renew the rental lease on May 1<sup>st</sup>, 2026.

**8) Old Business:**

**A) Lakes – No Trespass Signage -** Todd Rosenhaus reported the MC “No Trespass” signs have been delivered and is expecting the “No Fishing/ Beware of Alligators” signage to be ready in the next week. He ordered the poles for installation which will be ready in the next week. Todd also reported he walked all the lakes to determine locations of the signs. He stated we would be installing 134 signs throughout all the communities. Completion of installation of signs should take about two months.

**B) MDGC Update on Assessment and Irrigation repairs –** Liz Bonan reported her office is proceeding with the collection process for the individual assessment that Travel Link has not paid as of today's date. Liz Bonan also reported that her office sent the repair proposal from Armadillo Dirt Works to Travel Link with a 15-day timetable to fix the irrigation break under Crane Creek Ave. If he does not respond or make those repairs in that 15-day timetable, MDPOA will proceed with having the repairs completed in order to prevent damage to Crane Creek roadway.

**9) New Business:**

**A) Travel Link Trespassing-** Todd Rosenhaus informed the committee of a possible trespassing issue along Mallard Creek Trail on our recreational tract PCN# 113840007000000024, by the Martin Downs Golf Club & Resort (Travel Link). The MDGC seems to have been placing large amounts of dead landscape materials onto our property. Todd Rosenhaus has requested to have the area surveyed to confirm these suspicions. Krista Singleton made the motion to have the company GCY to survey that area for a fee of \$2,200. It was seconded by Michael Gaines. All were in favor. Motion passed.



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**B) Monarch Budget Rep - Tabled**

**10) Comments:** Krista Singleton discussed issues with e-bikes and electric scooters in our communities. Todd Rosenhaus reviewed with the committee the new Florida statutes with reference to the bidding process of contracts with our vendors.

**11) Next Executive Meeting:** January 28<sup>th</sup>, 2025, at 2:00 p.m.

**12) Adjournment:** Motion was made by Michael Gaines and seconded by Krista Singleton to adjourn the meeting at 2:39 p.m. All were in favor. Motion passed.

Respectfully Submitted,  
*Todd Rosenhaus*  
Todd Rosenhaus, LCAM  
Administrator





**SERVICES AGREEMENT**

PROPERTY NAME: **Martin Downs (Lake 17)**

CUSTOMER NAME: **Martin Downs POA**

SERVICE DESCRIPTION: **Re-slope and re-grade with imported fill on lake 17 (988 ft)**

EFFECTIVE DATE: **January 20th, 2026**

SUBMITTED TO: **Todd Rosenhaus**

SUBMITTED BY: **Chad Strauss- BDC**

THIS SERVICES AGREEMENT (the "Agreement") is effective as of the date indicated above (the "Effective Date"), by and between SOLitude Lake Management, LLC ("SOLitude" or "Company"), and the customer identified above (the "Customer"), in accordance with the terms and conditions set forth in this Agreement.

1. **SERVICES.** SOLitude will provide services (the "Services") at the Customer's property in accordance with the Scope of Services attached hereto as Schedule A.
2. **MODIFICATIONS.** Any deviation from the requirements and Services outlined in Schedule A involving extra cost of material and labor will result in extra charges. Such additional services will be provided by SOLitude only upon a Change Order mutually approved by the parties in writing (the "Change Order").
3. **PRICING.** The Customer agrees to pay for the Services, as well as any applicable sales or other taxes, in accordance with the Pricing Schedule attached hereto as Schedule B.
4. **PAYMENT.** SOLitude shall invoice Customer following completion of each required Service. Payment is due within thirty (30) days of the invoice date. Any disputes with an invoice or invoices must be brought to the attention of SOLitude by written notice within one hundred and twenty (120) days from the invoice date, otherwise Company will not be liable for any potential credits or adjustments. The parties agree to use good faith efforts to resolve any disputed invoice amounts within thirty (30) days after written notification of a dispute. Disputed amounts shall not affect payment of all undisputed amounts, and Customer agrees to pay all undisputed amounts owed on any disputed invoice within the applicable due dates. Invoices not paid on or before the invoice due date shall accrue interest charges at a rate of one percent (1%) per month, accruing as of the invoice date, until the time that such amounts are paid in full. Additionally, the Customer is liable for payment of all costs of collection of past due accounts, specifically including, but not limited to, court costs, expenses, and reasonable attorneys' fees. In addition to the compensation paid to SOLitude for performance of the Services, Customer shall reimburse SOLitude for all of the expenses paid or incurred by SOLitude in connection with the Services, including, but not limited to non-routine expenses, administrative fees, compliance fees, or any other similar expense that are incurred as a result of requirements placed on SOLitude by the Customer that are not covered specifically by the written specifications of this Agreement ("Reimbursable Expenses"). Should the work performed be subject to any local, state, or federal jurisdiction, agency, or other organization of authority for sales or other taxes or fees in addition to those expressly covered by this contract, the customer will be invoiced and responsible for paying said additional taxes in addition to the contract price and other fees.



5. TERM AND EXPIRATION. This Agreement shall commence on the Effective Date and shall expire upon completion of the Services required by Customer specified in Schedule A.
6. TERMINATION. In the event that this Agreement is terminated for any reason prior to SOLitude's completion of the Services, Customer agrees to reimburse SOLitude for any costs incurred, including, but not limited to, labor costs, materials and fees, that SOLitude may have incurred in preparation for the provision of its Services.
7. RESERVED.
8. INSURANCE. SOLitude will maintain general liability and property damage insurance as necessary given the scope and nature of the Services. A certificate of insurance will be issued to Customer, upon request.
9. INDEMNIFICATION; LIMITATION OF LIABILITY. THE CUSTOMER AGREES THAT THE WORK PROVIDED UNDER THIS AGREEMENT IS NOT TO BE CONSTRUED AS INSURANCE, OR AS A COVENANT, GUARANTEE, WARRANTY, OR PROMISE OF ANY KIND THAT THE CUSTOMER IS IN COMPLIANCE WITH ANY LEGAL GUIDELINES OR REQUIREMENTS. COMPANY DISCLAIMS ANY LIABILITY OR RESPONSIBILITY REGARDING THE PRACTICES AND OPERATIONS OF THE CUSTOMER, AND BEARS NO RESPONSIBILITY OR LIABILITY FOR WHETHER THE CUSTOMER CARRIES OUT THE RECOMMENDATIONS MADE BY COMPANY AND IN NO EVENT WILL COMPANY BE LIABLE FOR CONSEQUENTIAL, INDIRECT, OR ECONOMIC DAMAGES. THE CUSTOMER SHALL INDEMNIFY AND HOLD COMPANY HARMLESS FROM AND AGAINST ALL CLAIMS, DEMANDS, LIABILITIES, OBLIGATIONS, AND ATTORNEYS' FEES OR COSTS BROUGHT BY ANY THIRD PARTIES, ARISING OUT OF OR RELATED TO THIS AGREEMENT OR BY FAILURE OF THE CUSTOMER TO ACT IN ACCORDANCE WITH ANY LEGAL REQUIREMENTS IN CONNECTION WITH THE SERVICES DESCRIBED IN SCHEDULE A. COMPANY SHALL NOT BE LIABLE FOR ANY DELAY IN PERFORMING THE SERVICES, NOR LIABLE FOR ANY FAILURE TO PROVIDE THE SERVICES, DUE TO ANY CAUSE BEYOND ITS REASONABLE CONTROL. COMPANY WILL BE RESPONSIBLE FOR ONLY THOSE DAMAGES, CLAIMS, CAUSES OF ACTION, INJURIES, OR LEGAL COSTS CAUSED BY ITS OWN DIRECT NEGLIGENCE OR MISCONDUCT, BUT THEN ONLY TO AN AMOUNT NOT TO EXCEED THE ANNUAL FEES CHARGED UNDER THE AGREEMENT.
10. CONFIDENTIAL INFORMATION. "Confidential Information" means any information disclosed by one party ("Discloser") to the other party ("Recipient"), either directly or indirectly, in writing, orally, or by inspection of tangible objects, other than information that the Recipient can establish (i) was publicly known and made generally available in the public domain prior to the time of disclosure; (ii) becomes publicly known and made generally available after disclosure other than through Recipient's action or inaction; or (iii) is in Recipient's possession, without confidentiality restrictions, at the time of disclosure by Discloser as shown by Recipient's files and records immediately prior to the time of disclosure. Recipient shall not at any time (a) disclose, sell, license, transfer, or otherwise make available to any person or entity any Confidential Information, or (b) use, reproduce, or otherwise copy any Confidential Information, except as necessary in connection with the purpose for which such Confidential Information is disclosed to Recipient or as required by applicable law. Recipient agrees to take all reasonable measures to protect the secrecy of and avoid disclosure and unauthorized use of the Confidential Information. All Confidential Information shall at all times remain the property of Discloser, and all documents, electronic media, and other tangible items containing or relating to any Confidential Information shall be delivered to Discloser immediately upon the request of Discloser.

Notwithstanding the foregoing, if Recipient is required by law, regulation, subpoena, government order, regulatory agency order, judicial order, or other court order to disclose any Confidential Information, Recipient shall give the Disclosing Party timely and lawful written notice of such a requirement prior to such disclosure, and shall reasonably



and lawfully cooperate with the Disclosing Party to seek a protective order, confidential treatment, or other appropriate measures for such Confidential Information.

11. FORCE MAJEURE. The Company shall not be liable for any delay in performing the Services, nor liable for any failure to provide the Services, due to any cause beyond its reasonable control.

12. RIGHT TO SUBCONTRACT. The Company, in its sole discretion, may subcontract or delegate to an affiliate or third party any of its duties and obligations hereunder.

13. FUEL/TRANSPORTATION SURCHARGE. Like many other companies that are impacted by the price of gasoline, a rise in gasoline prices may necessitate a fuel surcharge. As such, the Company reserves the right to add a fuel surcharge to Customer's invoice for any increase in the cost of fuel as measured above the same time period in the prior year (by the National U.S. Average Motor Gasoline-Regular Fuel Price per Gallon Index reported by the U.S. Department of Energy). The surcharge may be adjusted monthly (up or down) with the price of gasoline.

14. ANTI-CORRUPTION AND BRIBERY. Each party represents that neither it nor anyone acting on its behalf has offered, given, requested or accepted any undue financial or other advantage of any kind in entering into this Agreement, and that it will comply with all applicable laws and regulations pertaining to corruption, competition and bribery in carrying out the terms and conditions of this Agreement.

15. E-VERIFY. SOLitude utilizes the federal E-Verify program in contracts with public employers as required by Florida State law, and acknowledges all the provisions of Florida Statute 448.095 are incorporated herein by reference and hereby certifies it will comply with the same.

16. GOVERNING LAW. Except for the Mandatory Arbitration Clause in Section 17 of this Agreement, which is governed by and construed in accordance with the Federal Arbitration Act, this Agreement shall be governed by, and construed in accordance with, the laws of the state in which the Services are performed.

17. MANDATORY ARBITRATION. Any claim, dispute or controversy, regarding any contract, tort, statute, or otherwise ("Claim"), arising out of or relating to this Agreement or the relationships among the parties hereto shall be resolved by one arbitrator through binding arbitration administered by the American Arbitration Association ("AAA"), under the AAA Commercial or Consumer, as applicable, Rules in effect at the time the Claim is filed ("AAA Rules"). Copies of the AAA Rules and forms can be located at [www.adr.org](http://www.adr.org), or by calling 1-800-778-7879. The arbitrator's decision shall be final, binding, and non-appealable. Judgment upon the award may be entered and enforced in any court having jurisdiction. This clause is made pursuant to a transaction involving interstate commerce and shall be governed by the Federal Arbitration Act. Neither party shall sue the other party other than as provided herein or for enforcement of this clause or of the arbitrator's award; any such suit may be brought only in Federal District Court for the District in which the services were performed or, if any such court lacks jurisdiction, in any state court that has jurisdiction. The arbitrator, and not any federal, state, or local court, shall have exclusive authority to resolve any dispute relating to the interpretation, applicability, unconscionability, arbitrability, enforceability or formation of this Agreement including any claim that all or any part of the Agreement is void or voidable. Venue for arbitration hereunder shall be within the state where the customer's property, that is the subject of the services provided, is located.



18. ASSIGNMENT. The Company may assign this Agreement to a related or affiliated entity upon written notice to the Customer.

19. NOTICES. All notices, requests, consents, claims, demands, waivers and other communications hereunder shall be in writing and shall be directed to the individuals and addresses listed in the signature block. Notices sent in accordance with this Section shall be deemed effectively given: (a) when received, if delivered by hand (with written confirmation of receipt); (b) when received, if sent by a nationally recognized overnight courier (receipt requested); or (c) on the third (3rd) business day after the date mailed, by certified or registered mail, return receipt requested, postage prepaid.

20. DISCLAIMER. SOLitude is not responsible for the failure of any treatment, equipment installation, or other work that may result from dam or other structural failures, severe weather and storms, flooding, or other acts of God that are outside of the control of SOLitude. Customer understands and acknowledges that there are irrigation restrictions associated with many of the products used to treat lakes and ponds. The Customer is responsible for notifying SOLitude in advance of the contract signing and the start of the Agreement if they utilize any of the water in their lakes or ponds for irrigation purposes. The Customer accepts full responsibility for any issues that may arise from the irrigation of turf, ornamentals, trees, crops, or any other plants as a result of treated water being used by the Customer for irrigation without the consent or knowledge of SOLitude. Although there is rarely direct fish toxicity with the products used for treatment when applied at the labeled rate, or the installation and normal operation of the equipment we install, there is a risk under certain circumstances of significant dissolved oxygen drops. This risk is most severe in times of extremely hot weather and warm water temperatures, as these are the conditions during which dissolved oxygen levels are naturally at their lowest levels. Oftentimes, lakes and ponds will experience natural fish kills under these conditions even if no work is performed. Every effort, to include the method and timing of application, the choice of products and equipment used, and the skill and training of the staff, is made to avoid such problems. However, the Customer understands and accepts that there is always a slight risk of the occurrence of adverse conditions outside the control of SOLitude that will result in the death of some fish and other aquatic life. The Customer also understands and accepts that similar risks would remain even if no work was performed. The Customer agrees to hold SOLitude harmless for any issues with fish or other aquatic life which occur as described above, or are otherwise outside the direct control of SOLitude, unless there is willful negligence on the part of SOLitude.

21. BINDING. This Agreement shall inure to the benefit of and be binding upon the legal representatives and successors of the parties.

22. ENTIRE AGREEMENT. This Agreement constitutes the entire agreement between the parties with respect to the subject matter and replaces any prior agreements or understandings, whether in writing or otherwise. This Agreement may not be modified or amended except by written agreement executed by both parties. In the event that any provision of this Agreement is determined to be void, invalid, or unenforceable, the validity and enforceability of the remaining provisions of this Agreement shall not be affected.

23. SEVERABILITY. If any part of this Agreement is held to be invalid or unenforceable for any reason, the remaining Terms and Conditions of this Agreement shall remain in full force and effect.

[SIGNATURES FOLLOW ON THE NEXT PAGE]



By signing below, the parties agree to be bound by the terms and conditions of this Agreement and any accompanying schedules as of the Effective Date.

ACCEPTED AND APPROVED:

SOLITUDE LAKE MANAGEMENT, LLC.

Martin Downs POA

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

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

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

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

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

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

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

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

**Please Remit All Payments to:**

**Customer's Address for Notice Purposes:**

**SOLitude Lake Management, LLC  
1320 Brookwood Drive Suite H  
Little Rock AR 72202**

\_\_\_\_\_

**Please Mail All Notices and Agreements to:**

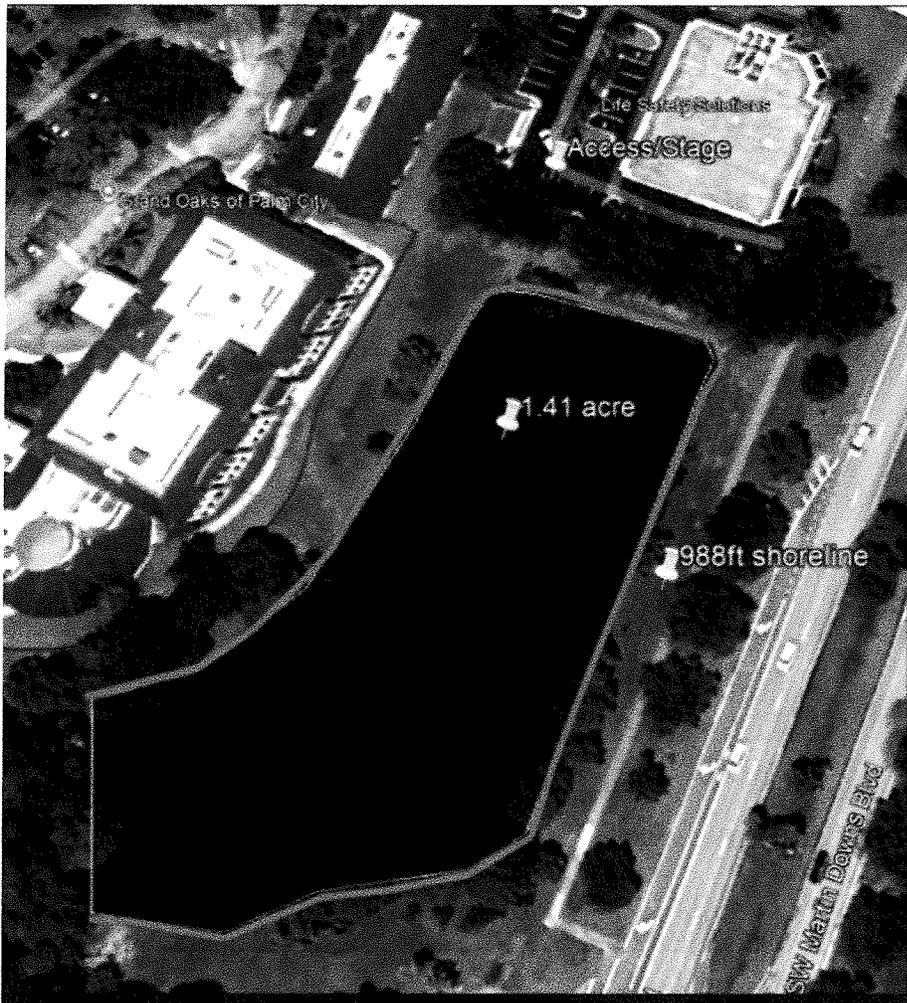
**SOLitude Lake Management, LLC  
1253 Jensen Drive, Suite 103  
Virginia Beach, VA 23451**



## SCHEDULE A – SCOPE OF SERVICES

### SUBCONTRACTOR SERVICES

PROJECT SUMMARY: SOLitude will perform a traditional shoreline repair on Lake 17 of approximately 988 linear feet. See map on final page for location and details.



#### Specifications:

1. Company will mobilize equipment and crews to the site.
2. Restore slopes at 4:1 from below water's edge for 4 feet and above water unto existing slope.
3. Above the water slope to be left machine ready for sod.
4. Company will rake slope and install new bahia sod on newly created lake bank
5. Any existing drainage outfalls, pipes, irrigation or other obstacles shall be clearly marked (by others) so we can avoid damaging it



6. Not responsible for any underground drainage, irrigation or any other existing pipes or lines that may be inadvertently damaged
7. Existing roof drains and irrigation to be salvaged, replaced or repaired
8. Company will repair drain washout areas coming from gutters and install piping to extend the drainage underground and into the lake
9. No import fill is included
10. No water turbidity monitoring is included. Water will and is expected to become turbid while restoration is in progress and will remain turbid for some time afterwards
11. If existing lake slope is too steep to safely operate excavator we will have to skip that section or cut into it to lesson the slope angle

Assumptions:

1. Company will have free and unimpeded access to the work location.
2. Work will be completed in approximately two (2) weeks.
3. Does not require any engineering or permits which are required for raising the elevation.
4. Price is based on a reasonable plan / field design of the specified work.
5. Should any additional issues be identified during work activity, Company will notify Customer immediately to discuss modified scope, related additional costs, and confirm project path forward.

Permitting (when applicable):

1. SOLitude staff will be responsible for the following:
  - a. Obtaining any Federal, state, or local permits required to perform any work specified in this contract where applicable.
  - b. Attending any public hearings or meetings with regulators as required in support of the permitting process.
  - c. Filing of any notices or year-end reports with the appropriate agency as required by any related permit.
  - d. Notifying the Customer of any restrictions or special conditions put on the site with respect to any permit received, where applicable.

Customer Responsibilities (when applicable):

1. Customer will be responsible for the following:
  - a. Providing information required for the permit application process upon request.
  - b. Providing Certified Abutters List for abutter notification where required.
  - c. Perform any public filings or recordings with any agency or commission associated with the permitting process, if required.
  - d. Compliance with any other special requirements or conditions required by the local municipality.
  - e. Compliance and enforcement of temporary water-use restrictions where applicable.



General Qualifications:

1. Company is a licensed pesticide applicator in the state in which service is to be provided.
2. Individual Applicators are Certified Pesticide Applicators in Aquatics, Public Health, Forestry, Right of Way, and Turf/Ornamental as required in the state in which service is to be provided.
3. Company is a SePRO Preferred Applicator and dedicated Steward of Water. Each individual applicator has been trained and educated in the water quality testing and analysis required for prescriptive site-specific water quality management and utilizes an integrated approach that encompasses all aspects of ecologically balanced management. Each applicator has received extensive training in the proper selection, use, and application of all aquatic herbicides, algaecides, adjuvants, and water quality enhancement products necessary to properly treat our Customers' lakes and ponds as part of an overall integrated pest management program.
4. Company guarantees that all products used for treatment are EPA registered and labeled as appropriate and safe for use in lakes, ponds, and other aquatic sites, and are being applied in a manner consistent with their labeling.
5. All pesticide applications made directly to the water or along the shoreline for the control of algae, aquatic weeds, or other aquatic pests as specified in this contract will meet or exceed all of the Company's legal regulatory requirements as set forth by the EPA and related state agencies for NPDES and FIFRA. Company will perform treatments that are consistent with NPDES compliance standards as applicable in and determined by the specific state in which treatments are made. All staff will be fully trained to perform all applications in compliance with all federal, state, and local law.
6. Company will furnish the personnel, vehicles, boats, equipment, materials, and other items required to provide the foregoing at its expense.

General Qualifications:

1. Company is a licensed pesticide applicator in the state in which service is to be provided.
2. Individual Applicators are Certified Pesticide Applicators in Aquatics, Public Health, Forestry, Right of Way, and Turf/Ornamental as required in the state in which service is to be provided.
3. Company is a SePRO Preferred Applicator and dedicated Steward of Water. Each individual applicator has been trained and educated in the water quality testing and analysis required for prescriptive site-specific water quality management and utilizes an integrated approach that encompasses all aspects of ecologically balanced management. Each applicator has received extensive training in the proper selection, use, and application of all aquatic herbicides, algaecides, adjuvants, and water quality enhancement products necessary to properly treat our Customers' lakes and ponds as part of an overall integrated pest management program.



4. Company guarantees that all products used for treatment are EPA registered and labeled as appropriate and safe for use in lakes, ponds, and other aquatic sites, and are being applied in a manner consistent with their labeling.
5. All pesticide applications made directly to the water or along the shoreline for the control of algae, aquatic weeds, or other aquatic pests as specified in this Agreement will meet or exceed all of the Company's legal regulatory requirements as set forth by the EPA and related state agencies for NPDES and FIFRA. Company will perform treatments that are consistent with NPDES compliance standards as applicable in and determined by the specific state in which treatments are made. All staff will be fully trained to perform all applications in compliance with all federal, state, and local law.
6. Company will furnish the personnel, vehicles, boats, equipment, materials, and other items required to provide the foregoing at its expense. The application method and equipment (boat, ATV, backpack, etc.) used is determined by our technician at the time of the treatment to ensure the most effective method is provided for optimal results.



**SCHEDULE B – PRICING SCHEDULE**

Total Price: **\$145,670.00** Price is valid for 60 days from the Effective Date

**Due upon execution of this Agreement: 50% of the Total Price**

**Due upon completion of the services: remaining 50% of the Total Price**