

*Holly Hill Road East  
Community Development District*

*Agenda*

*March 2, 2022*

# AGENDA

# *Holly Hill Road East*

## *Community Development District*

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219 East Livingston Street, Orlando, Florida 32801

Phone: 407-841-5524 – Fax: 407-839-1526

February 23, 2022

**Board of Supervisors  
Holly Hill Road East  
Community Development District**

Dear Board Members:

A meeting of the Board of Supervisors of **Holly Hill Road East Community Development District** will be held **Wednesday, March 2, 2022 at 11:30 AM** at **The Holiday Inn, 200 Cypress Gardens Blvd., Winter Haven, FL 33880.**

Those members of the public wishing to attend the meeting can do so using the information below:

**Zoom Video Link:** <https://us06web.zoom.us/j/81664804962>

**Zoom Call-In Information:** 1-646-876-9923

**Meeting ID:** 816 6480 4962

Following is the advance agenda for the meeting:

### **Board of Supervisors Meeting**

1. Roll Call
2. Public Comment Period (<sup>1</sup>Speakers will fill out a card and submit it to the District Manager prior to the beginning of the meeting)
3. Approval of Minutes of the February 2, 2022 Board of Supervisors Meeting
4. Discussion of License Agreement with PoolSkool USA
5. Discussion of Responses to Engineering RFQ
6. Staff Reports
  - A. Attorney
  - B. Engineer
  - C. Field Manager's Report

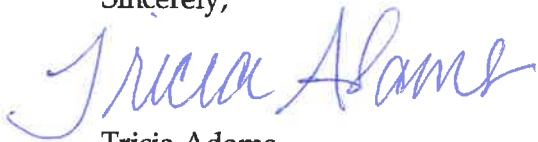
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<sup>1</sup> Comments will be limited to three (3) minutes

D. District Manager's Report

- i. Approval of Check Register
  - ii. Balance Sheet & Income Statement
7. Other Business
  8. Supervisors Requests and Audience Comments
  9. Adjournment

Sincerely,



Tricia Adams  
District Manager



# MINUTES

**MINUTES OF MEETING  
HOLLY HILL ROAD EAST  
COMMUNITY DEVELOPMENT DISTRICT**

The regular Meeting of the Board of Supervisors of the Holly Hill Road East Community Development District was held on Wednesday, **February 2, 2022** at 11:30 a.m. at The Holiday Inn – Winter Haven, 200 Cypress Gardens Blvd., Winter Haven, Florida.

Present and constituting a quorum were:

Adam Morgan <i>joined late</i>	Chairman
Brent Kewley	Vice Chairman
Ashley Baksh	Assistant Secretary
Patrick Marone	Assistant Secretary
Justin Frye	Assistant Secretary

Also, present were:

Tricia Adams	District Manager, GMS
Meredith Hammock	KE Law
Andy Hatton	Field Staff, GMS
Marshall Tindall	Assistant Field Operations Manager, GMS

*The following is a summary of the discussions and actions taken at the February 2, 2022 Holly Hill Road East Community Development District's Regular Board of Supervisor's Meeting.*

**FIRST ORDER OF BUSINESS**

**Roll Call**

Ms. Adams called the meeting to order. There were four members present constituting a quorum. Mr. Morgan joined the meeting late.

**SECOND ORDER OF BUSINESS**

**Public Comment Period**

Ms. Adams stated that there were no members of the public present for the meeting.

**THIRD ORDER OF BUSINESS**

**Approval of Minutes of the December 1, 2021 Board of Supervisors Meeting**

Ms. Adams presented the minutes of the December 1, 2021 meeting and asked for questions, comments, or corrections on the minutes. Hearing none, there was a motion of approval.

On MOTION by Mr. Kewley seconded by Mr. Frye, with all in favor, the Minutes of the December 1, 2021 Board of Supervisors Meeting, were approved.

**FOURTH ORDER OF BUSINESS**

**Ratification of Data Sharing and Usage Agreement with Polk County Property Appraiser**

Ms. Adams noted that state law allows for certain classifications of citizens to have confidential and exempt public records. This agreement with Polk County ensures that the District is going to keep the information confidential. The agreement has been signed and they are looking for a motion to ratify.

On MOTION by Mr. Kewley, seconded by Mr. Frye, with all in favor, the Data Sharing Usage Agreement with Polk County Property Appraiser, was ratified.

**FIFTH ORDER OF BUSINESS**

**Ratification of Non-Ad Valorem Contract Agreement with Polk County Property Appraiser**

Ms. Adams stated that this is the administration fee that is assessed by the Polk County Property Appraiser to put the CDD fees on the tax bills. Ms. Adams is seeking a motion to ratify as this was already signed.

On MOTION by Mr. Kewley, seconded by Mr. Frye, with all in favor, the Non-Ad Valorem Contract Agreement with Polk County Property Appraiser, was ratified.

**SIXTH ORDER OF BUSINESS**

**Discussion of Parking Rules for Citrus Reserve and Citrus Landing**

Ms. Adams began the Board discussion for the parking rules. The new sections of the District have not yet had parking rules established and in order to establish them they need to have

a rule hearing to amend the existing parking rules. The rule hearing requires a published legal notice. Ms. Adams suggested setting a rule hearing for the May meeting to meet the requirements of noticing. The Board agreed with holding the hearing in May and staff will carry out the requirements of noticing. The parking rules hearing will be held Wednesday, May 4, 2022.

On MOTION by Ms. Baksh, seconded by Mr. Kewley, with all in favor, Setting the Parking Rules Hearing for May 4, 2022, was approved.

#### **SEVENTH ORDER OF BUSINESS**

#### **Consideration of SwimKids USA – Central Florida Swim Lessons at Community Pool**

Ms. Adams noted that SwimKids USA is a known organization in Florida that provides swim safety lessons and swim skill lessons for children. If the Board wants to consider offering lessons through SwimKids, the vendor takes care of the management of the program while the District would be providing the pool. There would be an agreement in place to protect the District from any liability issues such as a licensing agreement that District counsel would work on if the Board approves the concept. This agreement would allow members outside of the community to use this program through SwimKids as well as members from the District. Having it as a limited agreement through the summer months is the suggestion of staff with the caveat of having a termination clause if there dissatisfaction with the program. The Board would like to also look at the option of a fee sharing agreement or the cost of charging to use the pool.

On MOTION by Mr. Kewley, seconded by Ms. Baksh, with all in favor, Directing Staff to Bring Back a form of Agreement with SwimKids USA for Consideration at the next Board Meeting, was approved.

#### **EIGHTH ORDER OF BUSINESS**

#### **Consideration of Proposal for Stormwater Needs Analysis**

Ms. Adams stated that there is a proposal included in the agenda packet. This District has used Wood & Associates Engineering as the District engineer in the past. Since there have been significant staffing changes at Wood Associates Engineering, some Districts have been considering moving in a different direction. Ms. Adams asked the Board if there was any discussion regarding the overall District engineering services before the stormwater needs analysis

report is addressed. Mr. Frye made a motion to direct staff to send out an RFQ for engineering services for the District with the intention of awarding that contract at the next Board of Supervisors meeting.

On MOTION by Mr. Frye, Seconded by Mr. Kewley, with all in favor, Directing Staff to send out an RFQ for Engineering Services, was approved.

They will defer the stormwater needs analysis proposal until the District engineering services is settled. The District is required to submit the report to the county by June 30, 2022, so there is still some time on this matter.

**NINTH ORDER OF BUSINESS**

**Consideration of Replacement Dog Bag Station**

Mr. Tindall presented the proposal to the Board that was brought to the attention of staff by a landscaper. There are four dog stations along the trail between Citrus Isles and Citrus Point. The type of dispenser was allowing a large inventory of waste bags to be removed from the stations. It's not a big issue, but staff wanted to bring it to the Board's attention. The Board discussed the different options and decided to approve the \$230 invoice to address the issue.

On MOTION by Mr. Frye, seconded by Mr. Kewley, with all in favor, the Proposal for the Dog Bag Station Replacement, was approved.

**TENTH ORDER OF BUSINESS**

**Consideration of Proposal for Washout Repairs in Citrus Isles**

Mr. Tindall presented the proposals to the Board that were given under separate cover. There is a section in Citrus Isles of washout that has been there for a little while. He believes that GMS can do it for a better price than the proposals he collected from the other vendors. Ms. Adams added that under operations and maintenance field expenses they have \$15,000 budgeted for general repairs and maintenance and as of the end of December they had only spent \$3,000 leaving an adequate amount of funding for a project like this.

On MOTION by Mr. Marone, seconded by Mr. Frye, with all in favor, the Proposal from GMS for Washout Repairs in Citrus Isles, was approved.

**ELEVENTH ORDER OF BUSINESS**

**Staff Reports**

**A. Attorney**

Ms. Hammock had nothing to report for the Board.

**B. Engineer**

There being none, the next item was followed.

**C. Field Manager's Report**

Mr. Tindall presented the Field Manager's report that can be found in the agenda packet. He gave a brief overview for the Board and asked if they had any concerns for him. There being none, the next item followed.

*\*Adam Morgan joined the meeting at this time, and all future Board action includes his participation.*

**D. District Manager's Report**

**i. Approval of Check Register**

Ms. Adams presented the check register from November 29, 2021 to January 25, 2022 totaling \$560,179.84, and the Board had no questions.

On MOTION by Mr. Morgan, seconded by Ms. Baksh, with all in favor, the Check Register, was approved.

**ii. Balance Sheet & Income Statement**

Ms. Adams noted the Board can see the prorated budget compared to the actual expenditures for the operation of the District and the administrative section. She reported that the District is currently running under expense of \$15,000 in the administrative section and for operations and field expenses the District is running under budget by \$34,000. This item was for informational purposes and does not require Board action.

February 2, 2022

Holly Hill Road East

**TWELTH ORDER OF BUSINESS**

**Other Business**

There being none, the next item followed.

**THIRTEENTH ORDER OF BUSINESS**

**Supervisors Requests and Audience  
Comments**

There being none, the next item followed.

**FOURTEENTH ORDER OF BUSINESS**

**Adjournment**

On MOTION by Ms. Baksh, seconded by Mr. Morgan, with all in favor, the meeting was adjourned.

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Secretary/Assistant Secretary

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Chairman/Vice Chairman

# SECTION IV



**LICENSE AGREEMENT BY AND BETWEEN HOLLY HILL ROAD EAST  
COMMUNITY DEVELOPMENT DISTRICT AND POOLSKOOL USA, INC.,  
REGARDING THE USE OF THE DISTRICT’S AQUATIC FACILITIES**

THIS LICENSE AGREEMENT (“License Agreement”) is made and entered into this \_\_\_\_ day of \_\_\_\_\_, 2022, by and between:

**HOLLY HILL ROAD EAST COMMUNITY DEVELOPMENT DISTRICT**, a local unit of special-purpose government established pursuant to Chapter 190, *Florida Statutes*, located in Polk County, Florida, and with a mailing address of c/o District Manager 219 E. Livingston Street, Orlando, Florida 32801 (“District”), and

**POOLSKOOL USA, INC.**, a Florida for profit corporation, with a mailing address of 10601 Lake Louisa Road, Clermont, Florida 34711 (“Licensee” and together with the District, the “Parties”).

**RECITALS**

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

**WHEREAS**, the District owns, operates, and maintains amenity facilities, which include a pool (“Pool”) and other aquatic facilities (together, “Aquatic Facilities”) as District improvements, as shown on **Exhibit A**, attached hereto and incorporated herein by reference (altogether, “Amenity Facility”); and

**WHEREAS**, Licensee approached the District and desires to make use of the District’s Amenity Facility for hosting swim lessons, as described at **Exhibit B**; and

**WHEREAS**, the District is willing to allow the Licensee to make use of the Amenity Facility as specifically set forth herein, provided that such use does not impede the District’s operation of the Amenity Facility as a public improvement and such use is in compliance with this License Agreement; and

**WHEREAS**, the District has determined that providing the Licensee with the ability to use the Amenity Facility is a benefit to the District, is a proper public purpose, and makes appropriate use of the District’s public facilities; and

**WHEREAS**, the District and the Licensee warrant and agree that they have all rights, power, and authority to enter into and be bound by this License Agreement.

**NOW, THEREFORE**, in consideration of the recitals, agreements, and mutual covenants contained herein, and other good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged by the Parties, the Parties agree as follows:

**1. INCORPORATION OF RECITALS.** The Recitals stated above are true and correct and are incorporated herein as a material part of this License Agreement.

**2. GRANT OF LICENSE.** The District hereby grants to the Licensee a license to use the Amenity Facility for hosting swim lessons, in accordance with the schedule attached hereto as **Exhibit B** and incorporated herein by reference (“License”). In consideration of use of certain portions of the Amenity Facility, Licensee agrees to the following conditions:

**A.** Licensee’s access is limited to the Pool, the adjacent pool deck, and the Amenity Facility restrooms as highlighted in yellow on **Exhibit A**, and the parking lot serving the Amenity Facility. No other use of, or access to, any other portions of the Amenity Facility is permitted. Licensee’s access is limited to swim lessons on the dates set forth in **Exhibit B**.

**B.** *Requirements related to COVID-19.* The Licensee is responsible for understanding and implementing measures to comply with all federal, state, local, and industry requirements, guidelines, and best practices, including but not limited to those promulgated by the State of Florida through executive orders or otherwise, by the Center for Disease Control and Prevention, and by other authorities having jurisdiction, all of which may be updated from time to time. Considerations for developing such measures are attached at **Exhibit C**. At a minimum, Licensee is responsible for complying with the following:

**i.** The Licensee shall limit the number of swimmers to that required for compliance with stated regulations, laws, and guidelines which may change from time to time.

**ii.** In addition to all other waivers required pursuant to this Agreement, all individuals associated with the Licensee must submit a waiver in substantially the form attached hereto as **Exhibit D** before accessing the District’s Amenity Facility.

**iii.** In the event that any individual associated with the Licensee who has used the District’s Amenity Facility tests positive for COVID-19, the Licensee shall immediately notify the District, conduct contact tracing as may be possible and cease all use of the Amenity Facility until the District notifies the Licensee that use may resume.

**C.** The Parties acknowledge that weather conditions and other public health considerations may affect the use of the Amenity Facility at any given time. The District shall have the right to temporarily close the Amenity Facility on any given day due to inclement weather, including, but not limited to, rain, lightning, hail, and strong winds, or as otherwise required to protect the health, safety, and welfare of District residents and the general public. Licensee shall abide by the decision of the District as to the closure of the Amenity Facility. Licensee shall be responsible for the safety of its staff, guests, invitees, agents, or participants during such times.

**D.** Only swim lesson participants and instructors are permitted to enter the Pool, except in case of emergency. Family members and/or guests of Licensee may not use the Pool in conjunction with this License except as provided in **Exhibit B**. However, nothing in this Agreement is intended to limit District Patrons' (as that term is defined in the Policies Regarding District Amenity Facilities) access to the Amenity Facility.

**E.** Swim lessons shall be open to Patrons of the District. For the term of this Agreement, up to [#] non-resident families may participate for a fee of [\$ \_\_\_] per family.

**F.** Licensee's use of the Pool shall be contemporaneous with the use of the Amenity Facility by District Patrons and Licensee's use shall not interfere with the operation of the Amenity Facility as a public improvement.

**G.** The number of swim lesson participants and instructors permitting in the Pool during swim lessons shall not exceed the maximum number of individuals as set forth in **Exhibit B** to allow District Patrons to use the Pool. If the Pool is full (meaning the number of persons in the Pool meets the posted maximum), the swim lesson participants shall not enter the Pool or shall vacate the Pool for District Patrons use.

**H.** Licensee shall ensure the schedule set forth in **Exhibit B** is coordinated with the District's onsite management staff, which schedule must be approved in writing prior to conducting any such events. Licensee shall meet with the management staff prior to scheduled swim lessons to coordinate parking plans, details, times, and housekeeping responsibilities. It is the responsibility of Licensee to ensure all of the facilities utilized by Licensee and its invitees are left in a neat and orderly fashion, in the same or better condition than prior to commencement of the individual event and trash is properly disposed of in trash bags and taken to the dumpster. Licensee may display temporary signage during swim lessons only. Signs may be displayed on the day of the lesson and must be taken down at the conclusion of each lesson. Any other permanent signage, other than advertising in accordance with the District's policies and coordinated through the management staff, must be pre-approved by the District in writing and is not included in this Agreement. Any advertisements naming the District, its facilities, including any derivation of such facilities, shall include verbiage in legible font that states: "this is not a Holly Hill Road East CDD sponsored or endorsed event."

**I.** Parking that obstructs vehicular traffic, emergency vehicle movement or otherwise impacts District or landowner property in the District shall be prohibited and may result in immediate termination of this License. Licensee shall be held responsible for coordination of all parking efforts related to the activities provided for herein.

**J.** Licensee's use of the Pool shall be subject to the policies and regulations of the District and Licensee acknowledges receipt and reading of all such policies and rules.

**K.** Licensee shall provide to the District a Holly Hill Road East Community Development District Consent and Waiver from Liability ("Waiver"), in the form attached hereto as **Exhibit D**, fully executed by each swim lesson participant and the parent or legal

guardian of such swim lesson participant, resident and non-resident instructors/volunteers, along with all swim lesson participants and their guardians, prior to that swim lesson participants' use of the Amenity Facility. The Licensee shall not permit any swim lesson participant to use the Amenity Facility without first providing the District with a fully-executed Waiver for such participant. Should the Licensee fail to comply with this section, the District may immediately terminate this License Agreement, notwithstanding any provisions to the contrary.

**Q.** The grant of this License is further conditioned on Licensee's compliance at all times with applicable laws, statutes, ordinances, codes, rules, regulations, and requirements of federal, state, county, city and municipal government, and any and all of their departments and bureaus, and all applicable permits and approvals, including but in no way limited to, USA swimming guidelines, health department requirements, fire code and other laws ("Laws"). It is Licensee's responsibility to know, understand and follow such Laws. Further, Licensee shall comply at all times with the Guidelines for Swim Lesson Participant Usage, set forth in **Exhibit E** hereto and incorporated herein by this reference.

**R.** At all times, Licensee and its invitees must further comply with the Youth Safety Guidelines attached hereto as **Exhibit F** and incorporated herein by this reference.

**3. TERM.** The term of the License shall be from \_\_\_\_\_, 2022, through \_\_\_\_\_, 2022, unless terminated or revoked pursuant to section 4 below. However, the covenants and obligations of Licensee contained herein, to the extent such acts accrue during the term of this Agreement, shall survive cancellation for acts and omissions which occurred during the effective term of the License Agreement.

**4. SUSPENSION, REVOCATION AND TERMINATION.** The District and the Licensee acknowledge and agree that the License granted herein is a mere privilege and may be suspended or revoked, with or without cause, at the sole discretion of the District. In the event the District exercises its right to suspend or revoke the License, the District shall provide thirty (30) days prior written notice to the Licensee of the suspension or revocation. Licensee may terminate this License Agreement upon 30 days' written notice to the District.

**5. PROFESSIONAL JUDGMENT.** Licensee represents that it is qualified to operate a swim school and to provide certified, trained, and qualified swimming instructors and/or coaches. Licensee further represents that its swimming instructors and/or coaches are certified as provided in section 514.071, *Florida Statutes*, and all other applicable laws. Licensee shall maintain all required licenses and certifications in effect and shall at all times exercise sound professional judgment, including taking precautions for the safety of its participants, staff and invitees. All minors participating in the swim lessons shall only do so with the consent of a parent or guardian. The District shall in no way be responsible for the safety of any swimmer while using the Amenity Facility. Any and all waivers signed by Licensee's swimmers shall acknowledge the fact that the District is not responsible.

**6. CAPACITY OF POOL.** The class size per swim lesson shall be limited to a maximum of six (6) participants. Licensee shall be responsible for determining the appropriate ratio of swim

lesson participants to instructors and shall provide the expected number of swim lesson participants to the District's management team and cooperate in good faith with District staff to ensure that the pool capacity is not exceeded, and the District reserves the right to contract the capacity based on COVID-19 conditions and other uses at the time in its sole and absolute discretion.

**7. INSURANCE AND INDEMNITY.** Licensee shall acquire and maintain general commercial liability insurance coverage acceptable to the District in an amount not less than \$2,000,000 per occurrence/\$5,000,000 aggregate, which shall include all claims and losses that may relate in any manner whatsoever to use of the License by Licensee, its staff, agents, resident and non-resident participants, guests, or invitees. The insurance coverage shall additionally include: a minimum of \$250,000 abuse/molestation coverage; a minimum of \$25,000 medical/dental accident coverage; a minimum of \$1,000,000 combined single limit automobile liability coverage; and a minimum of \$300,000/occurrence damage to rented premises coverage. The District and its supervisors, officers, professional staff, amenity management staff and agents shall be named as additional insured parties on such policy. Licensee shall provide continuous proof of such insurance coverage to the District. Licensee hereby agrees to defend, indemnify and hold the District harmless from and against any and all claims, demands, losses, damages, liabilities, and expenses, and all suits, actions and judicial decrees (all costs including, without limitation, expert witness fees, paralegal fees, and reasonable attorneys' fees for the District's legal counsel of choice, whether at trial or on appeal), arising from personal injury, death, or property damage resulting in any manner whatsoever from use of the License by Licensee, its staff, agents, participants, guests, or invitees, including but not limited to COVID-19. Nothing herein shall be construed as a waiver of the District's sovereign immunity or limits of liability beyond any statutory limited waiver of immunity or limits of liability which may have been adopted by the Florida Legislature in section 768.28, *Florida Statutes*, or other statute or law.

**8. NOTICES.** All notices, requests, consents and other communications hereunder shall be in writing and shall be delivered, mailed by overnight delivery service or First Class Mail, postage prepaid, to the Parties, as follows:

**A. If to the District:** Holly Hill Road East  
Community Development District  
219 E. Livingston Street  
Orlando, FL 32801  
Attn: District Manager

**With a copy to:** KE Law Group, PLLC  
2016 Delta Blvd, Suite 101  
Tallahassee, FL 32303  
Attn: District Counsel

**B. If to the Licensee:** POOLSKOOL USA, Inc.  
10601 Lake Louisa Road  
Clermont, FL 34711  
Attn: \_\_\_\_\_

Except as otherwise provided in this License Agreement, any Notice shall be deemed received only upon actual delivery at the address set forth above. Notices delivered after 5:00 p.m. (at the place of delivery) or on a non-business day, shall be deemed received on the next business day. If any time for giving Notice contained in this License Agreement would otherwise expire on a non-business day, the Notice period shall be extended to the next succeeding business day. Saturdays, Sundays, and legal holidays recognized by the United States government shall not be regarded as business days. Counsel for the District and counsel for the Licensee may deliver Notice on behalf of the District and the Licensee. Any party or other person to whom Notices are to be sent or copied may notify the other parties and addressees of any change in name or address to which Notices shall be sent by providing the same on five (5) days' written notice to the parties and addressees set forth herein.

**9. CARE OF PROPERTY.** Licensee agrees to use all due care to protect the property of the District, its Patrons (as that term is defined in the District Amenity Facilities Policies) and guests from damage. Licensee shall assume responsibility for any and all damage to any real or personal property of the District or any third-parties as a result of the Licensee's use of the Amenity Facility under this License Agreement. Licensee shall commence repair any damage resulting from its operations under this License Agreement within twenty-four (24) hours. Any such repairs shall be at Licensee's sole expense, unless otherwise agreed, in writing, by the District.

**10. ENFORCEMENT OF LICENSE AGREEMENT.** A default by either party under this License Agreement shall entitle the other party to all remedies available at law or in equity, which shall include, but not be limited to, the right of damages, injunctive relief, and specific performance. Notwithstanding this, the Licensee's right to recover damages from the District on any and all claims of any type shall be limited in all instances to no more than one hundred dollars (\$100).

**11. PUBLIC RECORDS.** Licensee understands and agrees that all documents of any kind provided to the District in connection with this Agreement may be public records, and, accordingly, Licensee agrees to comply with all applicable provisions of Florida law in handling such records, including, but not limited to, section 119.0701, *Florida Statutes*. Licensee acknowledges that the designated public records custodian for the District is Tricia Adams ("Public Records Custodian"). Among other requirements and to the extent applicable by law, Licensee shall 1) keep and maintain public records required by the District to perform the service; 2) upon request by the Public Records Custodian, provide the District with the requested public records or allow the records to be inspected or copied within a reasonable time period at a cost that does not exceed the cost provided in Chapter 119, *Florida Statutes*; 3) ensure that public records which are exempt or confidential, and exempt from public records disclosure requirements, are not disclosed except as authorized by law for the duration of the contract term and following the contract term if Licensee does not transfer the records to the Public Records Custodian of the District; and 4) upon completion of the contract, transfer to the District, at no cost, all public records in Licensee's possession or, alternatively, keep, maintain and meet all applicable requirements for retaining public records pursuant to Florida laws. When such public records are transferred by Licensee, Licensee shall destroy any duplicate public records that are exempt or confidential and exempt from public records disclosure requirements. All records stored electronically must be provided to the District in a format that is compatible with Microsoft Word or Adobe PDF formats.

**IF LICENSEE HAS QUESTIONS REGARDING THE APPLICATION OF CHAPTER 119, *FLORIDA STATUTES*, TO LICENSEE'S DUTY TO PROVIDE PUBLIC RECORDS RELATING TO THIS CONTRACT, CONTACT THE PUBLIC RECORDS CUSTODIAN AT 407-841-5524, TADAMS@GMSCFL.COM, OR 219 E. LIVINGSTON STREET, ORLANDO, FLORIDA 32801.**

**12. REVENUE.** Licensee shall be permitted to charge a fee of [\$X] per swimming lesson participant for each lesson and shall remit to the District ten percent (10%) of such fees, exclusive of registration fees collected to cover the cost of materials. Licensee shall provide a detailed accounting of all revenues in the form of a report that details pricing of services provided, and the number of individuals serviced. The District reserves the right to request additional detail or back up for such financials upon its request. Nothing in this Agreement withstanding, if Licensee charges fees in excess of the amounts provided herein, Licensee shall be required to remit to the District ten percent (10%) of such fees charged.

**13. E-VERIFY REQUIREMENTS.** The Licensee shall comply with and perform all applicable provisions of Section 448.095, *Florida Statutes*. Accordingly, to the extent required by Florida Statute, Licensee shall register with and use the United States Department of Homeland Security's E-Verify system to verify the work authorization status of all newly hired employees. The District may terminate this Agreement immediately for cause if there is a good faith belief that the Licensee has knowingly violated Section 448.091, *Florida Statutes*.

If the Licensee anticipates entering into agreements with a subcontractor for the Exercise Program, Licensee will not enter into the subcontractor agreement without first receiving an affidavit from the subcontractor regarding compliance with Section 448.095, *Florida Statutes*, and stating that the subcontractor does not employ, contract with, or subcontract with an unauthorized alien. Licensee shall maintain a copy of such affidavit for the duration of the agreement and provide a copy to the District upon request.

In the event that the District has a good faith belief that a subcontractor has knowingly violated Section 448.095, *Florida Statutes*, but the Licensee has otherwise complied with its obligations hereunder, the District shall promptly notify the Licensee. The Licensee agrees to immediately terminate the agreement with the subcontractor upon notice from the District. Further, absent such notification from the District, the Licensee or any subcontractor who has a good faith belief that a person or entity with which it is contracting has knowingly violated s. 448.09(1), *Florida Statutes*, shall promptly terminate its agreement with such person or entity.

By entering into this Agreement, the Licensee represents that no public employer has terminated a contract with the Licensee under Section 448.095(2)(c), *Florida Statutes*, within the year immediately preceding the date of this Agreement.

**14. CONTROLLING LAW; VENUE; REMEDIES.** This License Agreement and the provisions contained in this License Agreement shall be construed, interpreted, and controlled according to the laws of the State of Florida. All actions and disputes shall be brought in the proper court and venue, which shall be Polk County, Florida.

**15. SEVERABILITY.** The invalidity or unenforceability of any one or more provisions of this License Agreement shall not affect the validity or enforceability of the remaining portions of this License Agreement, or any part of this License Agreement not held to be invalid or unenforceable.

**16. NO TRANSFER OR ASSIGNMENT.** The License shall be for the sole use by Licensee and shall not be assigned or transferred without the prior written consent of the District in its sole discretion. A transfer or assignment of all or any part of the License without such prior written consent shall be void.

**17. ENTIRE AGREEMENT.** This is the entire License Agreement of the Parties and it may not be amended except in writing signed by both parties. This License Agreement supersedes any prior License Agreement between the District and Licensee regarding the use of the Amenity Facilities.

*[Signatures on the Following Page]*



IN WITNESS WHEREOF, the parties execute this License Agreement the day and year first written above.

**HOLLY HILL ROAD EAST COMMUNITY  
DEVELOPMENT DISTRICT**

\_\_\_\_\_  
Chair/Vice Chair, Board of Supervisors

**POOLSKOOL USA, INC.**, a Florida corporation

\_\_\_\_\_  
By: \_\_\_\_\_  
Its: \_\_\_\_\_

- Exhibit A:** Amenity Facility Map
- Exhibit B:** Schedule of Swim Lessons
- Exhibit C:** Considerations Related to COVID-19
- Exhibit D:** Form of Waiver
- Exhibit E:** Guidelines for Swim Lesson Participant Usage
- Exhibit F:** Youth Safety Guidelines

**EXHIBIT A  
AMENITY FACILITY MAP**

*[Map of Amenity Facility to be added]*

FOR DISCUSSION ONLY

**EXHIBIT B  
SCHEDULE**

**Summer 2022 Dates**

**Times: 8am – 1:30pm**

	<b>WEEKEND CLASSES</b> Saturdays & Sundays	<b>WEEKDAY CLASSES</b> Monday - Thursday
<b>May</b>	May 7 <sup>th</sup> – May 29 <sup>th</sup>	
<b>June</b>	June 4 <sup>th</sup> – June 26 <sup>th</sup>	A: June 6 <sup>th</sup> – June 16 <sup>th</sup> B: June 20 <sup>th</sup> – June 30 <sup>th</sup>
<b>July</b>	July 9 <sup>th</sup> – July 31 <sup>st</sup>	C: July 11 <sup>th</sup> – July 21 <sup>st</sup>
<b>August</b>	August 6 <sup>th</sup> – August 28 <sup>th</sup>	
<b>September</b>	September 10 <sup>th</sup> – October 2 <sup>nd</sup>	
	No classes: July 2 <sup>nd</sup> & 3 <sup>rd</sup> Sept. 3 <sup>rd</sup> & 4 <sup>th</sup>	No classes July 4 <sup>th</sup> – July 8 <sup>th</sup>

## **EXHIBIT C**

### **CONSIDERATIONS RELATED TO COVID-19**

*\* Swim lesson leadership is encouraged to implement safety and screening measures to promote the health of staff, participants, and spectators. However, considerations are NOT requirements.*

#### **General Considerations**

- 1) All lessons should be run in compliance with state and local health guidelines.
- 2) Consider limiting the number of spectators or non-participating persons permitted in the pool area.

#### **Considerations for Instructors**

- 1) Bring personal hand sanitizer. Wash hands frequently.
- 2) Instructors should not share equipment.
- 3) Follow social distancing guidelines and plan meets to facilitate social distancing.
- 4) Communicate guidelines in a written and clear manner to participants and parents or guardians of minor participants.
- 5) Keep accurate records of those participants and staff who attend each lesson in case contact tracing is needed.
- 6) Frequently clean/disinfect high-touch surfaces.
- 7) Minimize use of indoor spaces with low ventilation. Consider requiring athletes to change clothes and shower at home.

#### **Considerations for Parents and/or Guardians of Minor Participants**

- 1) Make sure your child and immediate household members do not have symptoms of illness before participating in lessons (if there is doubt, stay home).
- 2) Provide personal items for your child and clearly label them.

**EXHIBIT D  
FORM OF WAIVER**

**WAIVER OF LIABILITY AND HOLD HARMLESS AGREEMENT**

The undersigned understands, acknowledges, and agrees that he/she/they and/or the minor(s) for which the undersigned is/are legally responsible as parent(s) or guardian(s) have freely chosen to participate and/or have freely chosen to permit my child to participate in certain recreational activities (the "Activities") sponsored by the PoolSkool USA, Inc. ("Swim Lesson Instructor") at the Holly Hill Road East Community Development District (the "District") amenity facilities (the "Facilities") at my/his/her/their sole and absolute risk. The undersigned understands, acknowledges, and agrees that: (1) use of the pool and pool common areas carries grave potential risks, including the risk of severe bodily injury and death, and (2) in consideration for using the pool and pool common areas, the undersigned agrees to solely bear and assume all risks associated with the use of said pool and pool common areas, including one hundred percent (100%) of any damages, costs, loss of services, expenses, attorneys' fees, and any other losses or claims that may accrue in any way relating to, or arising from the use of said pool and pool common areas, irrespective of whether the District, its Supervisors, officers, staff, employees, agents, assigns and volunteers, along with the District Management and Field Management, and their agents, officers and employees ("Released Parties") may have been actively or passively negligent in any way, manner, shape or form. The undersigned fully understands, acknowledges, and agrees that pools and pool areas are slippery and dangerous places, and that he/she/they shall safely conduct themselves, and strictly and safely supervise the minor(s) under his/her/their care, at all times while in the pool, on the pool common areas, and/or on any other property within the District. The undersigned further understands, acknowledges, and agrees that: (1) the District is not responsible in any way, manner, shape, or form for rendering of swim lessons or the training and/or supervision of swim instructors provided by Swim Lesson Instructor; (2) Swim Lesson Instructor is solely responsible for rendering said swim lessons and for training and supervising the instructors it provides; (3) the Released Parties have not recommended Swim Lesson Instructor as a swim lesson provider and do not possess the expertise to ever make such a recommendation; and (4) the undersigned is relying exclusively and absolutely upon his/her/their own personal investigation and due diligence into Swim Lesson Instructor as a competent and proficient provider of swim lessons in choosing to participate in the swim lessons offered by Swim Lesson Instructor.

By signing this Acknowledgment and Release, the undersigned hereby releases the Released Parties from and against any and all claims, demands, actions, complaints, suits or other forms of liability that any of them may sustain arising out of (a) the undersigned's participation in the Activities and/or the minors under the undersigned's care participation in the Activities, (b) a failure to comply with the measures imposed by the Swim Lesson Instructor or District, (c) a failure to comply with local, state, and federal laws and policies, procedures, and the District amenity rules; or (d) any damage, injury, or illness caused by the undersigned or minors under the undersigned's care (together, the "Released Claims").

I also agree to indemnify and hold harmless the Released Parties from the Released Claims, including any and all related costs, attorney fees, liabilities, settlements, and/or judgments. I confirm that I have carefully read this Acknowledgement and Release, fully understand the above conditions, and agree to its terms knowingly and voluntarily. I also confirm that I am the parent or legal guardian of the child(ren) named below or that I am 18 years of age or older.

**IN WITNESS WHEREOF**, I have signed this Acknowledgement and Release on this \_\_\_\_\_ day of \_\_\_\_\_, 2022.

SIGNATURE: \_\_\_\_\_

NAME: \_\_\_\_\_

NAMES OF MINOR CHILD(REN): \_\_\_\_\_

\_\_\_\_\_

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**EXHIBIT E**  
**GUIDELINES FOR SWIM LESSON PARTICIPANT USAGE**

1. Usage of the Amenity Facility is limited to the facilities named in the Agreement ONLY. Swim lesson participants that are not District residents or paid users of the other facilities shall not have access to other District facilities. Should the swim lesson participants include non-resident users, such approval must be pre-approved through the District Manager and in no event exceed [X%] of total team participants.
2. PoolSkool USA, Inc. is required to provide for lifeguards as may be needed.
3. PoolSkool USA, Inc. is responsible for ensuring that swim lesson participants abide by all facility rules and policies. PoolSkool USA, Inc. will be responsible for monitoring swim lesson participants, swimming instructors, family members and/or guardians of swim lesson participants and/or guests of Licensee's use of the amenity facilities for times when it is utilizing the facilities.
4. PoolSkool USA, Inc. shall not store any equipment on site without written approval by the District in advance of such storage.
5. PoolSkool USA, Inc. shall be responsible for straightening chairs, removing any debris and clean the pool deck, locker rooms/restrooms (from any additional impacts), sidewalk, and parking lot after each lesson session, as warranted.
6. At all times that the facility is open to the public, the pool shall not exceed maximum capacity. In the event the maximum capacity is reached, swim lesson participants shall vacate the pool and ensure it is available to the public.
7. PoolSkool USA, Inc. roster must be provided to the District at least twenty four (24) hours prior to the first day of commencing swimming lessons. The roster must include all swimming lesson instructors.
8. No more than one to six participants are permitted to participate in each swimming lesson.
9. Proof of insurance must be provided to the District prior to lessons beginning.
10. PoolSkool USA, Inc. contract with the District must be signed and provided to the District prior to lessons beginning.
11. PoolSkool USA, Inc. is responsible for and must ensure that, prior to registration and/or payment with the PoolSkool USA, Inc., each prospective resident swim lesson participant demonstrates proof of residency and/or shows proof of a current and unexpired User Access Card. ALL swim lesson participants, resident and non-resident, must complete waiver and release.
12. PoolSkool USA, Inc. swimming instructors are required to be certified by the American Red Cross, the Y.M.C.A., or other nationally recognized aquatic training programs and must be currently certified in swimming instruction, first aid, and cardiopulmonary resuscitation. PoolSkool USA, Inc. is responsible for supervising the swim lesson participants, at all times during swimming lessons. All minors must be supervised at all times.

## **EXHIBIT F YOUTH PROGRAM SAFETY GUIDELINES**

### Introduction

To help protect minors, the Holly Hill Road East Community Development District has developed the following list of guidelines. It is important that Contractor's paid staff, volunteers, parents and participants understand and be educated on these guidelines and, to the extent practical, abide by these guidelines.

### Purpose

These procedures are designed to reduce the risk of child sexual abuse in order to:

- Provide a safe and secure environment for children, youth, adults, members, volunteers, visitors, and Contractor and its paid staff.
- Satisfy the concerns of parents and staff members with a screening process for Contractors and volunteers overseeing youth programs at the District.
- Provide a system to respond to alleged victims of sexual abuse and their families, as well as the alleged perpetrator.
- Reduce the possibility of false accusations of sexual abuse made against Contractor, its paid staff, and volunteers.

### Protection and Prevention

#### *Volunteer and Employee Screening Procedures:*

Screening procedures are to be used with paid staff and volunteers who are entrusted with the care and supervision of minors or a person who directly oversees and/or exerts control or oversight over minors. These may include an employment and volunteer application requiring submittal of personal references and criminal history information. References should be checked. Criminal background checks shall be conducted on all paid staff and volunteers who are entrusted with the care and supervision of minors or a person who directly oversees and/or exerts control or oversight over minors. All criminal background checks will be updated periodically. This does not apply to occasional meet or event volunteers (timers, runners, marshals, etc.) who have only limited contact with athletes.

### Supervision Procedures

Unless an extenuating situation exists, Contractor:

- Will have adequate number of screened and trained paid staff or volunteers present at practices and events involving minors. Supervision will increase in proportion to the risk of the activity;
- Will monitor facilities during activities involving minors;
- Will endeavor to release minors only to a parent, guardian, or provided list of emergency contacts consented to in writing by parent/guardian;
- Will obtain written parental permission, including a signed medical treatment form and emergency contacts, before taking minors on trips and should provide information regarding the trip;
- Will use two screened staff or volunteers when transporting minors in vehicles unless the parent(s)/guardian(s) sign a

waiver allowing for a single screened staff or volunteer to transport his/her minor;

- Minors under five years of age should be accompanied to the restroom and the paid staff or volunteer wait outside the facility to escort the child back to the activity. Whenever possible, the escort will be the same sex as the child;
- Provide periodic monitoring of restroom facilities and encourage minors to report any inappropriate behavior they may hear or witness to paid staff or volunteer;
- Will encourage minors to use a "buddy system" whenever minors go on trips off of District property;
- Will screen all paid staff and volunteers and approve those individuals in advance for any overnight activities that include oversight and control of minors; and
- Will designate a "confidential counselor" to whom any minor can go at any time, without special permission, to discuss any problems he or she is having.

#### Behavioral Guidelines for Paid Staff and Volunteer

All volunteers and paid staff will observe the following guidelines:

- Do not provide alcoholic beverages, tobacco, drugs, contraband, or anything that is prohibited by law to minors.
- Whenever possible, at least two unrelated paid staff or volunteers will be in the room when minors are present. Doors will be left fully open if one adult needs to leave the room temporarily and during arrival to the practice or event before both adults are present. Speaking to a minor or minors one-on-one should be done in public settings where staff or volunteers are in sight.
- Avoid all inappropriate touching with minors. All touching shall be based on the needs of the individual being touched, not on the needs of the volunteer or paid staff. In the event a minor initiates physical contact and/or inappropriate touching, it is appropriate to inform the minor that such touching is inappropriate.
- Never engage in physical discipline of a minor. Volunteers and paid staff shall not abuse minors in any way, including but not limited to physical abuse, verbal/mental abuse, emotional abuse, and sexual abuse of any kind.
- If you recognize an inappropriate relationship developing between a minor and adult, report such suspicions immediately to the confidential counselor or other with supervisory authority.
- Maintain clear professional boundaries with all minors and if you feel uncomfortable, refer the minor to another individual with supervisory authority.
- If one-on-one coaching or instruction is necessary, avoid meeting in isolated environments.
- Anyone who observes abuse of a minor will take appropriate steps to immediately intervene and provide assistance. Report any inappropriate conduct to the proper authorities and to the District, through its counsel, immediately.
- Provide clear expectations of behavior for both adult-athlete and athlete-athlete interactions for the protection of all persons involved.
- Use of audio or visual recording devices, including a cell phone camera, is not allowed in restrooms or changing areas.

#### Disqualification



No person may be entrusted with the care and supervision of minors or may directly oversee and/or exert control or oversight over minors who has been convicted of the offenses outlined below, been on a probated sentence or received deferred adjudication for any offense outlined below, or has presently pending any criminal charges for any offense outlined below until a determination of guilt or innocence has been made, including any person who is presently on deferred adjudication. The following offenses disqualify a person from care, supervision, control, or oversight of minors:

- Any offense against minors as defined by state law.
- A misdemeanor or felony offense as defined by state law that is classified as sexual assault, indecency with a minor or adult, assault of a minor or adult, injury to a minor or adult, abandoning or endangering a minor, sexual performance with a minor or adult, possession or promoting child pornography, enticing a minor, bigamy, incest, drug-related offenses, or family violence.
- A prior criminal history of an offense against minors.

FOR DISCUSSION ONLY

## SECTION V

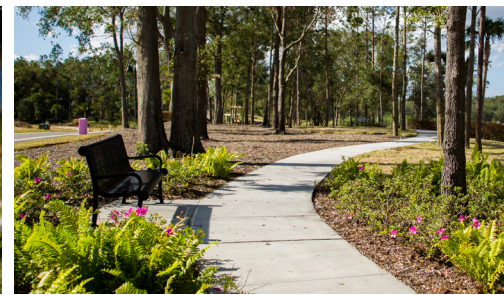
REQUEST FOR QUALIFICATIONS

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# ENGINEERING SERVICES

Holly Hill Road East Community Development District

FEBRUARY 28, 2022



**SUBMITTED BY**

Dewberry Engineers Inc.  
800 North Magnolia Avenue, Suite 1000  
Orlando, Florida 32803

**SUBMITTED TO**

Governmental Management Services - Central Florida, LLC  
219 E. Livingston Street  
Orlando, Florida 32801

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Dewberry Engineers Inc. 407.843.5120  
800 N. Magnolia Ave, Suite 1000 407.649.8664 fax  
Orlando, FL 32803 www.dewberry.com

February 28, 2022

Holly Hill Road East Community Development District  
Attn: Governmental Management Services - Central Florida, LLC  
c/o Jill Burns (District Manager's Office)  
219 E. Livingston Street  
Orlando, Florida 32801

**RE: Request for Qualifications (RFQ) for Engineering Services for Holly Hill Road East Community Development District**

Dear Ms. Burns,

Our firm has put together a strong, focused, and experienced team to deliver each task under this contract efficiently and effectively. Dewberry has served as the District Engineer for over 25 Community Development Districts (CDDs) in Florida, which allows us to provide Holly Hill Road East with the unique experience, familiarity, and understanding of the type of services that will be requested.

Dewberry's Florida operation is backed by the resources and stability of a national firm and specializes in site/civil, environmental, utility infrastructure, transportation engineering, surveying, and land development services. Dewberry has 15 office locations and over 300 employees in Florida, allowing us to bring expertise, qualifications, and resources to clients throughout the state. Dewberry's depth of professional resources and expertise touches every aspect of the District's ongoing needs. From 200 acres to close to 10,000 acres, we offer the District a solid team built on past experience to efficiently address the associated scope of work, as well as the added depth of services involving engineering, environmental, surveying, and construction management for a full service approach.

We have extensive knowledge and understanding of Holly Hill Road East and are able to provide the specific assignments noted in your RFQ. We understand the needs of the District because we are currently the Interim District Engineers.

Dewberry currently has no conflicts with any homebuilder within Holly Hill Road East. Although our past history with numerous CDDs speaks for itself, we are committed to proving ourselves as a valuable partner to provide engineering services to Holly Hill Road East.

It would be our privilege to serve as the District Engineer. We appreciate this opportunity to provide information about our capabilities and welcome the possibility to personally expand upon them.

Sincerely,

A handwritten signature in blue ink, appearing to read "Rey Malave", with a long horizontal flourish extending to the right.

**Rey Malave, PE**

Associate Vice President  
321.354.9656 | rmalave@dewberry.com



# SECTION 1: Standard Form 330

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# ARCHITECT – ENGINEER QUALIFICATIONS

## PART I – CONTRACT-SPECIFIC QUALIFICATIONS

### A. CONTRACT INFORMATION

1. TITLE AND LOCATION *(City and State)*

**Request for Qualifications for Engineering Services for Holly Hill Road East CDD** (Polk County, FL)

2. PUBLIC NOTICE DATE

February 14, 2022

3. SOLICITATION OR PROJECT NUMBER

N/A

### B. ARCHITECT-ENGINEER POINT OF CONTACT

4. NAME AND TITLE

Rey Malavé, PE, Associate Vice President

5. NAME OF FIRM

Dewberry Engineers Inc.

6. TELEPHONE NUMBER

321.354.9656

7. FAX NUMBER

407.649.8664

8. EMAIL ADDRESS

rmalave@dewberry.com

### C. PROPOSED TEAM

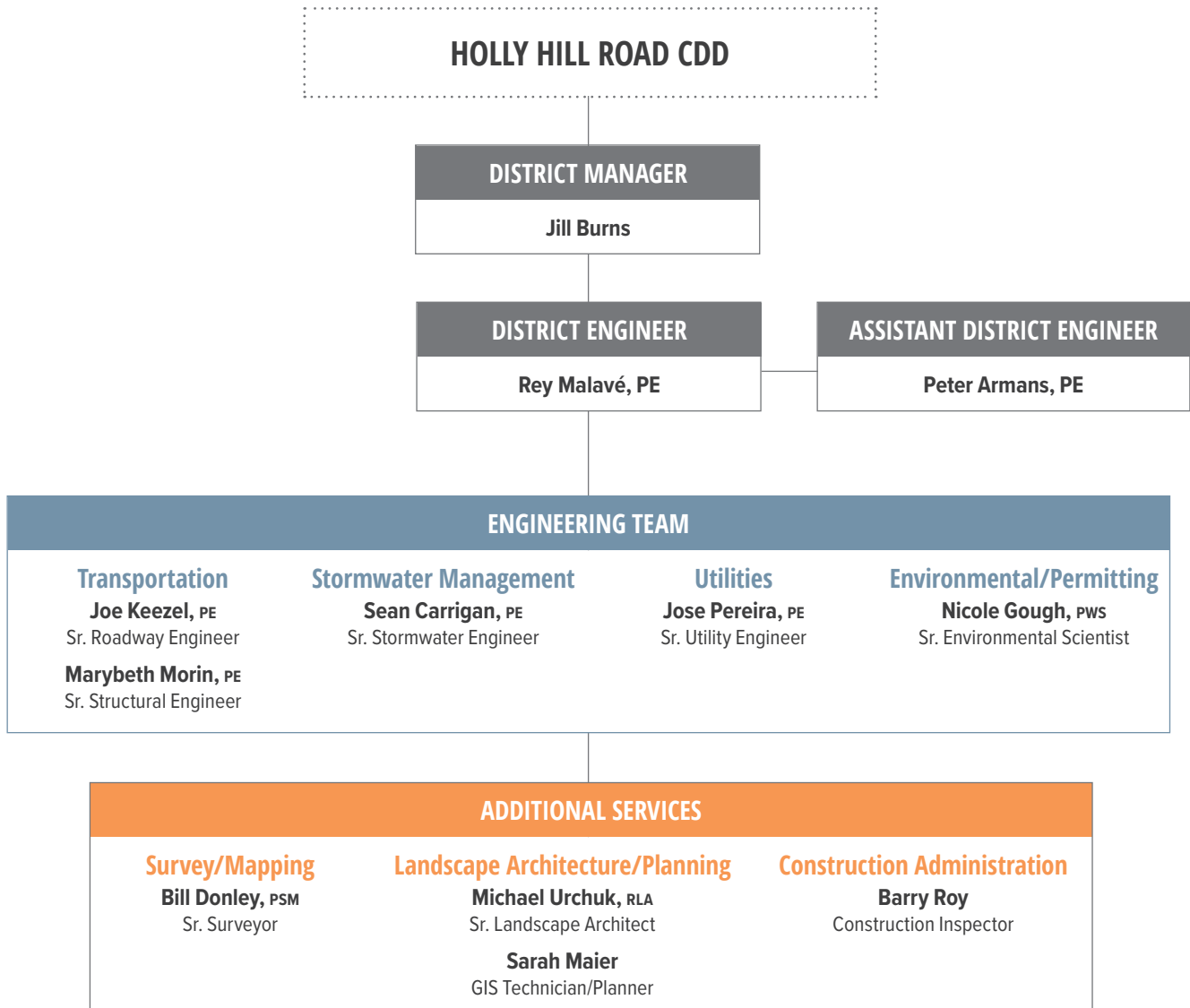
*(Complete this section for the prime contractor and all key subcontractors.)*

	(Check)			9. FIRM NAME	10. ADDRESS	11. ROLE IN THIS CONTRACT
	PRIME	J-V PARTNER	SUBCONTRACTOR			
a.	<input checked="" type="checkbox"/>			<b>Dewberry Engineers Inc.</b>  <input checked="" type="checkbox"/> CHECK IF BRANCH OFFICE	800 North Magnolia Avenue, Suite 1000 Orlando, FL 32803	District Engineer; Assistant District Engineer; Transportation; Stormwater Management; Water/Wastewater; Environmental Permitting; Surveying and Mapping; Landscape Architecture/ Planning; Construction Administration

### D. ORGANIZATIONAL CHART OF PROPOSED TEAM

*(Attached)*

**D. ORGANIZATIONAL CHART OF PROPOSED TEAM**



“OUR TEAM’S EXPERIENCE AND COMMITMENT WILL PROVIDE HOLLY HILL ROAD EAST CDD WITH THE CONSISTENT, QUALITY SERVICES REQUIRED TO SUCCESSFULLY SERVE THIS CONTRACT.”

– REY MALAVE, PE  
DISTRICT ENGINEER

## E. RESUMES OF KEY PERSONNEL PROPOSED FOR THIS CONTRACT

(Complete one Section E for each key person.)

12. NAME <b>Rey Malavé, PE</b>	13. ROLE IN THIS CONTRACT District Engineer	14. YEARS EXPERIENCE	
		a. TOTAL 42	b. WITH CURRENT FIRM 42
15. FIRM NAME AND LOCATION (City and State) Dewberry Engineers Inc. (Orlando, FL)			
16. EDUCATION (Degree and Specialization) MBA/Business Administration; BS/Civil Engineering		17. CURRENT PROFESSIONAL REGISTRATION (State and Discipline) FL Professional Engineer #31588	
18. OTHER PROFESSIONAL QUALIFICATIONS (Publications, Organizations, Training, Awards, etc.)			

Rey Malavé has 42 years of experience in civil engineering design and a diversified background in the design and permitting of municipal infrastructure systems. His areas of expertise include stormwater management systems, sanitary sewage collection systems, water distribution systems, and site development. He has managed and participated in the planning and design of numerous large, complex projects for both public and private clients. He has extensive knowledge of permitting requirements and has developed a rapport with permitting agencies, including the Florida Department of Environmental Protection (FDEP), Florida Department of Transportation (FDOT), Southwest Florida Water Management District (SWFWMD), and other local agencies.

19. RELEVANT PROJECTS			
	(1) TITLE AND LOCATION (City and State)	(2) YEAR COMPLETED	
		PROFESSIONAL SERVICES	CONSTRUCTION (If applicable)
a.	<b>Dowden West CDD</b> (Orlando, FL)	Ongoing	N/A
	(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE		<input checked="" type="checkbox"/> Check if project performed with current firm
	<b>District Engineer.</b> Dowden West is a 736-acre master planned, residential community, consisting of 1,446 residential units and divided into 10 villages. As District Engineer, our services include water distribution, sanitary sewer collection, reuse water distribution systems, stormwater management, environmental/permitting, landscape architecture, roadway improvements, and survey.		
b.	<b>Westside Haines City CDD</b> (Haines City, FL)	Ongoing	Ongoing
	(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE		<input checked="" type="checkbox"/> Check if project performed with current firm
	<b>District Engineer.</b> The Westside Haines City CDD is 613.43 acres located in Winter Haven, Florida is expected to consist of 2,752 residential lots of various sizes for single-family lots and townhome lots with recreation/amenity areas, parks, and associated infrastructure for the various villages. Dewberry is the CDD Engineer for this project. Our services include civil engineering, permitting, roadway design, stormwater monitoring, permitting, recreational facilities, and infrastructure review reports.		
c.	<b>Deer Run CDD</b> (Bunnell, FL)	Ongoing	Ongoing
	(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE		<input checked="" type="checkbox"/> Check if project performed with current firm
	<b>District Engineer.</b> Dewberry serves as the current District Engineer for this +/- 602-acre Master Planned Golf Community with 749 units. Our services have included attending monthly District Board meetings, processing pay requisitions and construction pay applications, and providing general consulting services and input to the Board of Directors. Specific assignments include planning, preparing reports and plans, surveying designs, and specifications for water management systems and facilities, water and sewer systems and facilities, roads, landscaping, recreational facilities, and street lighting.		
d.	<b>Lakewood Ranch CDDs 1, 2, 4, 5, and 6</b> (Sarasota and Manatee County, FL)	Ongoing	Ongoing
	(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE		<input checked="" type="checkbox"/> Check if project performed with current firm
	<b>District Engineer.</b> Lakewood Ranch is an unincorporated 17,500-acre community in Sarasota and Manatee County. Established in 1995, there is an 8,500-acre master planned community within the ranch, consisting of seven villages with a variety of housing types and five CDDs. It contains A-rated schools, shopping, business parks, hospital and medical center, three different golf courses, as well as an athletic center with fitness, aquatics, and lighted tennis courts. Lakewood Ranch has over 150 miles of sidewalks and trail, community parks, lakes, and nature preserves abundant with native wildlife. As District Engineer, our services include engineering, planning, surveying, permitting, landscape architecture, owner coordination with City/County, and approval of all development and construction activities.		



## E. RESUMES OF KEY PERSONNEL PROPOSED FOR THIS CONTRACT

(Complete one Section E for each key person.)

12. NAME <b>Peter Armans, PE</b>	13. ROLE IN THIS CONTRACT Assistant District Engineer	14. YEARS EXPERIENCE	
		a. TOTAL 12	b. WITH CURRENT FIRM 2
15. FIRM NAME AND LOCATION (City and State) Dewberry Engineers Inc. (Orlando, FL)			
16. EDUCATION (Degree and Specialization) BS/Civil Engineering		17. CURRENT PROFESSIONAL REGISTRATION (State and Discipline) FL Professional Engineer #87064; OSHA Construction Safety 10 Hour; Erosion & Sediment Control Certified	

18. OTHER PROFESSIONAL QUALIFICATIONS (Publications, Organizations, Training, Awards, etc.)

Peter Armans has 12 years of experience in the planning, design, rehabilitation, condition assessment, and construction management of water distribution systems, sewer conveyance systems, and stormwater management systems. He provides oversight and review for various inspection technologies and methodologies and has in-depth experience with scoping, budgeting, advertising, and negotiating construction activities and contracts.

### 19. RELEVANT PROJECTS

	(1) TITLE AND LOCATION (City and State)	(2) YEAR COMPLETED	
a.	<b>VillaSol CDD</b> (Osceola County, FL)	PROFESSIONAL SERVICES Ongoing	CONSTRUCTION (If applicable) N/A
	(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE <b>Construction Inspector.</b> As District Engineer, Dewberry's services include stormwater management system design, water and sewer system design, roadway design, landscaping, recreational facilities, street lighting, and inspection services.		
		<input checked="" type="checkbox"/> Check if project performed with current firm	
b.	<b>Country Greens CDD (Sorrento Springs Planned Development)</b> (Sorrento, FL)	PROFESSIONAL SERVICES Ongoing	CONSTRUCTION (If applicable) N/A
	(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE <b>Construction Inspector.</b> Sorrento Springs is a 680-acre planned development within the Country Greens CDD in Lake County, Florida. Developed by Hewitt Properties, Inc., the project contains 678 single-family lots, and an 18-hole golf course and clubhouse facilities. The Country Greens CDD encompasses the entire 680 acres, and will construct, operate, and maintain infrastructure to support the Sorrento Hills community. Our firm provided master planning for the community, which included the development of all "green areas" tied to the golf course and clubhouse. We developed a Community Park area that provided the entire Village a pool area and rustic style centered community building. As the CDD Engineer, our services included engineering, planning, surveying, permitting, landscape architecture, owner coordination with the City of Eustis and Lake County, and approval of all development and construction activities.		
		<input checked="" type="checkbox"/> Check if project performed with current firm	
c.	<b>Viera East CDD</b> (Brevard County, FL)	PROFESSIONAL SERVICES Ongoing	CONSTRUCTION (If applicable) N/A
	(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE <b>Construction Inspector.</b> Viera has 2,000 single-family units, 900 multi-family units, and over 20,000 square feet of commercial and retail space. With over 600 acres of existing on-site wetlands and lakes, Dewberry permitted the stormwater drainage and wetland modifications of the master stormwater system that consisted of lakes and wetlands to provide storage through the St. Johns River Water Management District (SJRWMD) and Brevard County. As District Engineer, our services include civil engineering, environmental/permitting, planning, surveying, and construction administration.		
		<input checked="" type="checkbox"/> Check if project performed with current firm	
d.	<b>Deer Run CDD</b> (Bunnell, FL)	PROFESSIONAL SERVICES Ongoing	CONSTRUCTION (If applicable) Ongoing
	(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE <b>Construction Inspector.</b> Dewberry serves as the current District Engineer for this +/- 602-acre Master Planned Golf Community with 749 units. Our services include attending monthly District Board meetings, processing pay requisitions and construction pay applications, and providing general consulting services and input to the Board of Directors. Specific assignments include planning, preparing reports and plans, surveying designs and specifications for water management systems and facilities, water and sewer system and facilities, roads, landscaping, recreational facilities, and street lighting.		
		<input checked="" type="checkbox"/> Check if project performed with current firm	
e.	<b>Highland Meadows CDD</b> (Davenport, FL)	PROFESSIONAL SERVICES Ongoing	CONSTRUCTION (If applicable) Ongoing
	(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE <b>Construction Inspector.</b> Highland Meadows is a 263.5 acre master planned, residential community located in the city of Davenport in Polk County. The Development is approved as a planned development for 222 single-family unit community.		
		<input checked="" type="checkbox"/> Check if project performed with current firm	

## E. RESUMES OF KEY PERSONNEL PROPOSED FOR THIS CONTRACT

(Complete one Section E for each key person.)

12. NAME <b>Joe Keezel, PE</b>	13. ROLE IN THIS CONTRACT Senior Roadway Engineer	14. YEARS EXPERIENCE	
		a. TOTAL 25	b. WITH CURRENT FIRM 5
15. FIRM NAME AND LOCATION (City and State) Dewberry Engineers Inc. (Orlando, FL)			
16. EDUCATION (Degree and Specialization) BS/Environmental Engineering		17. CURRENT PROFESSIONAL REGISTRATION (State and Discipline) FL Professional Engineer #57501	
18. OTHER PROFESSIONAL QUALIFICATIONS (Publications, Organizations, Training, Awards, etc.)			

Joe Keezel has more than 25 years of experience designing major transportation systems and thoroughfares, working primarily on FDOT projects. He has managed several major highway projects, including a capacity project that widened a rural four-lane state highway to an urban six-lane section; replaced twin bridges; and updated drainage, signing, pavement markings, and signals. He was Project Manager for two districtwide contracts and prepared construction documents for more than 10 resurfacing, restoration, and rehabilitation projects ranging from two-lane rural to multi-lane urban. Joe also prepared several designs with limited survey using as-built plans, right-of-way (ROW) maps and SLD's, and prepared several projects with SMART plans and letter sets, all of which have been constructed with no claims.

19. RELEVANT PROJECTS			
	(1) TITLE AND LOCATION (City and State)	(2) YEAR COMPLETED	
		PROFESSIONAL SERVICES	CONSTRUCTION (If applicable)
a.	<b>Lakewood Ranch CDDs 1, 2, 4, 5, and 6</b> (Manatee, County, FL)	Ongoing	Ongoing
	(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE <b>Senior Roadway Engineer.</b> As District Engineer, our services include water distribution, sanitary sewer collection, reuse water distribution systems, stormwater management, environmental/permitting, landscape architecture, roadway improvements, and survey.		
b.	<b>West Villages Improvement District</b> (Sarasota County, FL)	Ongoing	N/A
	(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE <b>Senior Roadway Engineer.</b> The West Villages Improvement District ("District") is located in the City of North Port and unincorporated Sarasota County, Florida. The District encompasses approximately 8,200 +/- acres of land within the City of North Port and 3,300 +/- acres in unincorporated Sarasota County. The services included earthwork, water and sewer facilities and infrastructure (including water treatment plants and wastewater treatment plants), stormwater management, drainage facilities, infrastructure, roadways, signalization improvements, and parking facilities.		
c.	<b>FDOT District Five, Continuing Engineering Services, Roadway Design</b> (Multiple Counties, FL)	2020	Ongoing
	(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE <b>Project Manager.</b> Through our continuing services contract with District Five, Dewberry's task work orders included intersection improvements, resurfacing, lighting, signalization, and all tasks associated with highway design projects. Our traffic design services included signing design, pavement marking design, signal warrant analysis, signalization design, lighting justification, lighting design, and traffic studies.		
d.	<b>Central Florida Expressway Authority (CFX), General Engineering Consultant</b> (Multiple Counties, FL)	Ongoing	N/A
	(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE <b>Senior Roadway Engineer.</b> Dewberry currently serves as a general engineering consultant to the CFX. In order to support the delivery of CFX's \$3.2 billion, five-year work plan, the scope of services that Dewberry is performing as the general engineering consultant are categorized into seven tasks: bond financing support, engineering/design support, planning support, maintenance program support, general planning, work plan support, and multimodal/transit support.		
e.	<b>FDOT District One, I-4 Beyond the Ultimate, Segment 5</b> (Polk County, FL)	Ongoing	Ongoing
	(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE <b>Lead Roadway Engineer.</b> This segment is a 4.5-mile section from west of State Road (SR) 25/US 27 to west of County Road (CR) 532 (Polk/Osceola County Line) in Polk County, including the US 27 Interchange. The proposed I-4/US 27 interchange is a full service partial cloverleaf interchange with loop ramps in the northwest and southeast quadrants. Eleven new bridges, substantial modifications to the ramp terminal intersections, and improvements along US 27 are proposed.		

## E. RESUMES OF KEY PERSONNEL PROPOSED FOR THIS CONTRACT

(Complete one Section E for each key person.)

12. NAME <b>Marybeth Morin, PE</b>	13. ROLE IN THIS CONTRACT Senior Structural Engineer	14. YEARS EXPERIENCE	
		a. TOTAL 25	b. WITH CURRENT FIRM 23
15. FIRM NAME AND LOCATION (City and State) Dewberry Engineers Inc. (Orlando, FL)			
16. EDUCATION (Degree and Specialization) BS/Civil Engineering		17. CURRENT PROFESSIONAL REGISTRATION (State and Discipline) FL Professional Engineer #57547	
18. OTHER PROFESSIONAL QUALIFICATIONS (Publications, Organizations, Training, Awards, etc.)			

Marybeth Morin has 25 years of experience in structural design of transportation structures. She is responsible for the design and plans production of projects from the preliminary stages to final design. These projects include minor grade separations, water crossings, and interchanges. She has experience in AASHTO and Florida I-Beam girders, precast-prestressed slab units and steel I-girders. She also has experience in alternatives development, design-build work, and miscellaneous structures. Miscellaneous structures include sign structure, mast arm, noise, buffer and retaining wall, box culvert, and strain pole foundation design. Marybeth is responsible for project design, coordination, and plans production.

19. RELEVANT PROJECTS			
	(1) TITLE AND LOCATION (City and State)	(2) YEAR COMPLETED	
		PROFESSIONAL SERVICES	CONSTRUCTION (If applicable)
a.	<b>Live Oak Lake CDD (Twin Lakes Development)</b> (Osceola County, FL)	2019	N/A
	(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE <b>Senior Structural Engineer.</b> Live Oak Lake CDD is a multi-phased, active adult community consisting of residential units, green open space tracts with community facilities, and a community amenity center. Marybeth was responsible for the design and overseeing the construction of the vehicular bridge that crosses existing Bullis Road, connecting the northern pool and amenity area with the remainder of the development. The bridge is a single span FIB-36 with spread footing, which reduces vibration and cost, MSE walls with concrete drainage ditch, and splash pads for run off. The bridge utilizes a custom railing with stone veneer, architectural finishes, and custom planters for a high level aesthetic result.	<input checked="" type="checkbox"/> Check if project performed with current firm	
b.	<b>Lakewood Ranch CDDs 1, 2, 4, 5, and 6</b> (Manatee County, FL)	Ongoing	Ongoing
	(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE <b>Senior Structural Engineer.</b> As District Engineer, our services include water distribution, sanitary sewer collection, reuse water distribution systems, stormwater management, environmental/permitting, landscape architecture, roadway improvements, and survey.	<input checked="" type="checkbox"/> Check if project performed with current firm	
c.	<b>CFX, Wekiva Parkway</b> (Orange County, FL)	2015	2017
	(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE <b>Senior Structural Engineer.</b> The Wekiva Parkway (SR 429) an alignment, high-speed, limited access facility in northwest Orange County. Segment 203 extends from just north of Ponkan Road to north of Kelly Park Road, a distance of approximately 2.2 miles. The project included bridge structures over the Lake Victor floodplain, a future access road, and Kelly Park Road. A partial cloverleaf interchange was provided at Kelly Park Road. The project included modifications to several local arterials and off-site stormwater management facilities.	<input checked="" type="checkbox"/> Check if project performed with current firm	
d.	<b>FDOT, Florida's Turnpike Enterprise (FTE), Suncoast Parkway 2, Section 2</b> (Citrus County, FL)	2016	2017
	(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE <b>Senior Structural Engineer.</b> This section of the Suncoast Parkway 2 Project was for the design of a new roadway and is located from south of Grover Cleveland Boulevard to north of CR 486, a distance of approximately 8.5 miles. This alignment project included a major intersection and several county road crossings traversing through heavy wooded areas, borrow pits, and subdivisions. Marybeth was responsible for bridge design and plans production.	<input checked="" type="checkbox"/> Check if project performed with current firm	

## E. RESUMES OF KEY PERSONNEL PROPOSED FOR THIS CONTRACT

(Complete one Section E for each key person.)

12. NAME <b>Sean Carrigan, PE</b>	13. ROLE IN THIS CONTRACT Senior Stormwater Engineer	14. YEARS EXPERIENCE	
		a. TOTAL 15	b. WITH CURRENT FIRM 3
15. FIRM NAME AND LOCATION (City and State) Dewberry Engineers Inc. (Orlando, FL)			
16. EDUCATION (Degree and Specialization) BS/Civil Engineering		17. CURRENT PROFESSIONAL REGISTRATION (State and Discipline) FL Professional Engineer #73041	

18. OTHER PROFESSIONAL QUALIFICATIONS (Publications, Organizations, Training, Awards, etc.)

Sean Carrigan has 15 years of experience in roadway drainage design, including erosion control, environmental permitting, and Project Development and Environment (PD&E) studies on various roadway projects for FDOT, as well as municipal government clients throughout Florida. Sean's key expertise is in the design of open and closed drainage collection systems, culverts, and stormwater management facilities, performing hydrological/hydraulic analysis for the design and construction of transportation projects, assisting in the coordination and compiling of environmental permitting applications for the approval by permitting agencies. He is skilled in the utilization of MicroStation, ASAD, ICPR, PONDS Modeling, Hy-8, HEC-RAS, GeoHEC-RAS, Culvert Service Life Estimator, Win-TR55, GeoPak Drainage, Corridor Modeling, BMPTRAINS, Bluebeam and Microsoft Office.

### 19. RELEVANT PROJECTS

	(1) TITLE AND LOCATION (City and State)	(2) YEAR COMPLETED	
		PROFESSIONAL SERVICES	CONSTRUCTION (If applicable)
a.	<b>West Villages Improvement District (Sarasota County, FL)</b>	Ongoing	N/A
	(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE <input checked="" type="checkbox"/> Check if project performed with current firm		
	<b>Senior Drainage Engineer.</b> The West Villages Improvement District ("District") is located in the City of North Port and unincorporated Sarasota County, Florida. The District encompasses approximately 8,200 +/- acres of land within the City of North Port and 3,300 +/- acres in unincorporated Sarasota County. The services included earthwork, water and sewer facilities and infrastructure (including water treatment plants and wastewater treatment plants), stormwater management, drainage facilities, infrastructure, roadways, signalization improvements, and parking facilities.		
b.	<b>FDOT District Five, SR 5 at Matanzas Woods Parkway (Flagler County, FL)</b>	2019	Ongoing
	(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE <input checked="" type="checkbox"/> Check if project performed with current firm		
	<b>Senior Drainage Engineer.</b> Through our continuing services contract with District Five, this project involved the design of a multi-lane roundabout at the intersection of SR 5 (US 1) and Matanzas Woods Parkway. The project also included updating pedestrian features at the intersection.		
c.	<b>FDOT District Five, SR A1A at SR 520 Intersection Improvements (Brevard County, FL)</b>	2019	Ongoing
	(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE <input checked="" type="checkbox"/> Check if project performed with current firm		
	<b>Senior Drainage Engineer.</b> Through our continuing services contract with District Five, this project improved the intersection for pedestrians and northbound left turning motorists by removing the free flow right turn lanes, realigning the east approach, and extending the northbound dual left turn lanes at the intersection of SR A1A and SR 520 in accordance with PPM Vol I Chapter 25. Also included in the project was the extension of the existing northbound left turn lane at the intersection of SR A1A and Canaveral Plaza Boulevard (Marion Lane).		
d.	<b>FDOT District One, 10th Avenue Complete Streets Feasibility and PD&amp;E Study (Manatee County, FL)</b>	Ongoing	N/A
	(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE <input checked="" type="checkbox"/> Check if project performed with current firm		
	<b>Senior Drainage Engineer.</b> This study develops and evaluates complete street improvements along 10th Avenue from Riverside Drive to 17th Street West in the City of Palmetto to enhance multimodal mobility along the corridor. The approximately 1.1-mile study proposes complete street applications such as wider sidewalks, bicycle lanes, multimodal paths, enhanced transit amenities, reconfigured on-street parking, traffic calming measures, streetscaping aesthetics, and stormwater control features.		
e.	<b>FDOT District Five, SR 436 Milling and Resurfacing (Seminole County, FL)</b>	2019	Ongoing
	(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE <input checked="" type="checkbox"/> Check if project performed with current firm		
	<b>Senior Drainage Engineer.</b> This project involves adding proposed dual left turn lanes at the intersection of SR 436 and Ronald Reagan Boulevard. The purpose of the project is to improve traffic flow, safety, and mobility at the intersection.		

## E. RESUMES OF KEY PERSONNEL PROPOSED FOR THIS CONTRACT

(Complete one Section E for each key person.)

12. NAME <b>Jose Pereira, PE</b>	13. ROLE IN THIS CONTRACT Senior Utility Engineer	14. YEARS EXPERIENCE	
		a. TOTAL 32	b. WITH CURRENT FIRM 28
15. FIRM NAME AND LOCATION (City and State) Dewberry Engineers Inc. (Panama City, FL)			
16. EDUCATION (Degree and Specialization) MS/Environmental Engineering; BS/Civil Engineering		17. CURRENT PROFESSIONAL REGISTRATION (State and Discipline) FL Professional Engineer #82808	

18. OTHER PROFESSIONAL QUALIFICATIONS (Publications, Organizations, Training, Awards, etc.)

Jose Pereira has 32 years of professional experience in the field of environmental engineering, including the design of water treatment and wastewater collection, pumping, and treatment facilities; pilot-scale and laboratory-scale treatabilities studies; and water and wastewater wet chemistry analysis. He has been actively engaged in the planning, design, construction engineering, and start-up services for numerous municipal wastewater treatment collection, pumping, and treatment systems. Many of these facilities have included innovative treatment processes such as nitrification, de-nitrification, bio-selectors, and other biological nutrient removal. To accommodate new development, Jose has planned and designed entire wastewater collection systems that have included interceptor sewers up to 72 inches in diameter, wastewater pumping facilities, and in-system flow equalization storage basins as large as 16 million gallons.

### 19. RELEVANT PROJECTS

	(1) TITLE AND LOCATION (City and State)	(2) YEAR COMPLETED	
a.	<b>Lakewood Ranch CDDs 1, 2, 4, 5, and 6</b> (Manatee County, FL)	PROFESSIONAL SERVICES Ongoing	CONSTRUCTION (If applicable) Ongoing
		<input checked="" type="checkbox"/> Check if project performed with current firm	
	(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE <b>Project Engineer.</b> As District Engineer, our services include water distribution, sanitary sewer collection, reuse water distribution systems, stormwater management, environmental/permitting, landscape architecture, roadway improvements, and survey.		
b.	<b>West Villages Improvement District</b> (Sarasota County, FL)	PROFESSIONAL SERVICES Ongoing	CONSTRUCTION (If applicable) N/A
		<input checked="" type="checkbox"/> Check if project performed with current firm	
	(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE <b>Project Engineer.</b> The West Villages Improvement District ("District") is located in the City of North Port and unincorporated Sarasota County, Florida. The District encompasses approximately 8,200 +/- acres of land within the City of North Port and 3,300 +/- acres in unincorporated Sarasota County. The services included earthwork, water and sewer facilities and infrastructure (including water treatment plants and wastewater treatment plants), stormwater management, drainage facilities, infrastructure, roadways, signalization improvements, and parking facilities.		
c.	<b>Highway 390 Water/Wastewater Relocation</b> (Panama City Beach, FL)	PROFESSIONAL SERVICES 2018	CONSTRUCTION (If applicable) N/A
		<input checked="" type="checkbox"/> Check if project performed with current firm	
	(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE <b>Project Manager.</b> The Panama City Water and Wastewater System Relocation Project included relocation of the city-owned utilities that were in conflict with the proposed improvements and to tie into the proposed utilities for the FDOT Highway 390 Widening Project. The City was required to relocate their water and wastewater infrastructure due to the FDOT Highway 390 widening project. The project included the installation of approximately 4,400 linear feet (LF) of 12 inch, 8 inch, 6 inch and 2 inch water mains, fire hydrants, valves, fittings, and new potable water services.		
d.	<b>Wastewater Improvements</b> (Parker, FL)	PROFESSIONAL SERVICES 2017	CONSTRUCTION (If applicable) Ongoing
		<input checked="" type="checkbox"/> Check if project performed with current firm	
	(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE <b>Project Engineer.</b> Dewberry worked with the City of Parker to inspect the condition of the city's existing wastewater system and to identify areas that required upgrades and replacement. Dewberry prepared a Facilities Plan with recommendations, projected costs, and priorities for improvements and assisted the City in securing funds through the SRF. The work consisted of design for approximately 7,000 LF of sewer force main replacement, 2,450 LF of directional bores, lift station upgrades, and manhole rehabilitation.		



**E. RESUMES OF KEY PERSONNEL PROPOSED FOR THIS CONTRACT**

*(Complete one Section E for each key person.)*

12. NAME <b>Nicole Gough, PWS</b>	13. ROLE IN THIS CONTRACT Senior Environmental Scientist	14. YEARS EXPERIENCE	
		a. TOTAL 23	b. WITH CURRENT FIRM 5
15. FIRM NAME AND LOCATION <i>(City and State)</i> Dewberry Engineers Inc. (Orlando, FL)			
16. EDUCATION <i>(Degree and Specialization)</i> BS/Parks and Recreation/Resource Management, Specialization in NPS Level II Law Enforcement	17. CURRENT PROFESSIONAL REGISTRATION <i>(State and Discipline)</i> Professional Wetland Scientist #2585; FL Certified Prescribed Burn Manager #20144567; FL Certified Pesticide Applicator #PB11275; FL Certified Stormwater Management Inspector #3799; Railroad Worker's Safety Certified; Federal Red Card		

18. OTHER PROFESSIONAL QUALIFICATIONS *(Publications, Organizations, Training, Awards, etc.)*

Nicole Gough has 23 years of experience in project management related to ecological evaluation, planning, permitting, and oversight of regional transportation and infrastructure projects, large agricultural projects, and land development. Nicole previously served as a wetlands biologist and regulatory reviewer for both the South Florida Water Management District (SFWMD) and SJRWMD. While working with both private and public entities, Nicole has garnered extensive permitting experience in all aspects of federal, state, and local permitting, including National Pollutant Discharge Elimination System (NPDES). Additional expertise includes threatened and endangered species surveys, wetland determinations, biology, botany, conservation biology, ecology, emergency management, Endangered Species Act compliance for Letter of Map Revision (LOMR)/Conditional Letter of Map Revision (CLOMR), GIS data collection and mapping, preparation of technical specifications and contract documents, and stakeholder coordination/facilitation.

**19. RELEVANT PROJECTS**

	(1) TITLE AND LOCATION <i>(City and State)</i>	(2) YEAR COMPLETED	
		PROFESSIONAL SERVICES	CONSTRUCTION <i>(If applicable)</i>
a.	<b>Narcoossee CDD</b> (Orlando, FL)	Ongoing	N/A
	(3) BRIEF DESCRIPTION <i>(Brief scope, size, cost, etc.)</i> AND SPECIFIC ROLE		<input checked="" type="checkbox"/> Check if project performed with current firm
	<b>Environmental Scientist.</b> The Narcoossee CDD is located in Orlando, Florida, and consists of approximately 416 acres. The project is projected to have 540 single-family units, 860 multi-family units, and 278,000 square feet of retail and office space. The Narcoossee CDD encompasses the entire 416 acres and will construct, operate, and maintain infrastructure to support all of its communities. As the CDD Engineer, our services include engineering evaluations, owner coordination with City of Orlando and Orange County, and approval of all development and construction activities.		
b.	<b>Live Oak Lake CDD (Twin Lakes Development)</b> (Osceola County, FL)	Ongoing	N/A
	(3) BRIEF DESCRIPTION <i>(Brief scope, size, cost, etc.)</i> AND SPECIFIC ROLE		<input checked="" type="checkbox"/> Check if project performed with current firm
	<b>Environmental Scientist.</b> Live Oak Lake CDD is a multi-phased active adult community consisting of residential units, green open space tracts with community facilities, and a community amenity center located just off of Live Oak Lake. Phases 1 – 8 consists of a mix of 50-foot, 70-foot and duplex units totaling 2,023 units. Dewberry's services include entitlements, planning, surveying, site/civil engineering, roadway design, bridge design, signal design, environmental/permitting, landscape/hardscape design, assistance with the City master upsizing agreements, and construction administration.		
c.	<b>Lakewood Ranch CDDs 1, 2, 4, 5, and 6</b> (Sarasota and Manatee County, FL)	Ongoing	Ongoing
	(3) BRIEF DESCRIPTION <i>(Brief scope, size, cost, etc.)</i> AND SPECIFIC ROLE		<input checked="" type="checkbox"/> Check if project performed with current firm
	<b>Environmental Scientist.</b> Lakewood Ranch is an unincorporated 17,500-acre community in Sarasota and Manatee County. Established in 1995, there is an 8,500-acre master planned community within the ranch, consisting of seven villages with a variety of housing types and five CDDs. It contains A-rated schools, shopping, business parks, hospital and medical center, three different golf courses, an athletic center with fitness, aquatics, and lighted tennis courts. Lakewood Ranch has over 150 miles of sidewalks and trail, community parks, lakes, and nature preserves abundant with native wildlife. As District Engineer, our services include engineering, planning, surveying, permitting, landscape architecture, owner coordination with City/County, and approval of all development and construction activities.		

## E. RESUMES OF KEY PERSONNEL PROPOSED FOR THIS CONTRACT

(Complete one Section E for each key person.)

12. NAME <b>Bill Donley, PSM</b>	13. ROLE IN THIS CONTRACT Survey Manager	14. YEARS EXPERIENCE	
		a. TOTAL 39	b. WITH CURRENT FIRM 20
15. FIRM NAME AND LOCATION (City and State) Dewberry Engineers Inc. (Orlando, FL)			
16. EDUCATION (Degree and Specialization) BS/Finance		17. CURRENT PROFESSIONAL REGISTRATION (State and Discipline) FL Professional Surveyor and Mapper #5381	
18. OTHER PROFESSIONAL QUALIFICATIONS (Publications, Organizations, Training, Awards, etc.)			

Bill Donley has 39 years of experience in the surveying and mapping arena. He has successfully completed control surveys, design and ROW surveys and mapping, utility designation, excavation and utility mapping projects, hydrographic, and mean high water surveys throughout the state. He has managed over 400 public and private roadway projects, design-build endeavors, and continuing service contracts.

### 19. RELEVANT PROJECTS

	(1) TITLE AND LOCATION (City and State)	(2) YEAR COMPLETED	
a.	<b>Dowden West CDD</b> (Orlando, FL)	PROFESSIONAL SERVICES Ongoing	CONSTRUCTION (If applicable) N/A
	(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE <b>Survey Manager.</b> Dowden West is a 736-acre master planned, residential community, consisting of 1,446 residential units and divided into 10 villages. As District Engineer, our services include water distribution, sanitary sewer collection, reuse water distribution systems, stormwater management, environmental/permitting, landscape architecture, roadway improvements, and survey.	<input checked="" type="checkbox"/> Check if project performed with current firm	
b.	<b>Live Oak Lake CDD (Twin Lakes Development)</b> (Osceola County, FL)	PROFESSIONAL SERVICES Ongoing	CONSTRUCTION (If applicable) N/A
	(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE <b>Survey Manager.</b> Live Oak Lake CDD is a multi-phased active adult community consisting of residential units, green open space tracts with community facilities and a community amenity center located just off of Live Oak Lake. Phases 1 – 8 consists of a mix of 50-foot, 70-foot and duplex units totaling 2,023 units. Dewberry's services include entitlements, planning, surveying, site/civil engineering, roadway design, bridge design, signal design, environmental/permitting, landscape/hardscape design, assistance with the City master upsizing agreements, and construction administration.	<input checked="" type="checkbox"/> Check if project performed with current firm	
c.	<b>Country Greens CDD (Sorrento Springs Planned Development)</b> (Sorrento, FL)	PROFESSIONAL SERVICES Ongoing	CONSTRUCTION (If applicable) N/A
	(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE <b>Survey Manager.</b> Sorrento Springs is a 680-acre planned development within the Country Greens CDD in Lake County, Florida. Developed by Hewitt Properties, Inc., the project contained 678 single-family lots, an 18-hole golf course, and clubhouse facilities. The Country Greens CDD encompasses the entire 680 acres, and will construct, operate, and maintain infrastructure to support the Sorrento Hills community. Our firm provided the Master Planning for the community which included the development of all "green areas" tied to the golf course and clubhouse. We developed a Community Park area that provided the entire Village a pool area and rustic style centered community building. As the CDD Engineer, our services included engineering, planning, surveying, permitting, landscape architecture, owner coordination with City of Eustis and Lake County, and approval of all development and construction activities.	<input checked="" type="checkbox"/> Check if project performed with current firm	
d.	<b>VillaSol CDD</b> (Osceola County, FL)	PROFESSIONAL SERVICES Ongoing	CONSTRUCTION (If applicable) N/A
	(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE <b>Survey Manager.</b> As District Engineer, Dewberry's services include stormwater management system design, water and sewer system design, roadway design, landscaping, recreational facilities, street lighting, and engineering contract management and inspection services during construction.	<input checked="" type="checkbox"/> Check if project performed with current firm	
e.	<b>Lakewood Ranch Stewardship District</b> (Osceola County, FL)	PROFESSIONAL SERVICES Ongoing	CONSTRUCTION (If applicable) N/A
	(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE <b>Survey Manager.</b> As District Engineer, our services include surveying/mapping, water distribution, sanitary sewer collection, reuse water distribution systems, stormwater management, environmental/permitting, landscape architecture, and roadway improvements.	<input checked="" type="checkbox"/> Check if project performed with current firm	

## E. RESUMES OF KEY PERSONNEL PROPOSED FOR THIS CONTRACT

(Complete one Section E for each key person.)

12. NAME <b>Michael Urchuk, RLA</b>	13. ROLE IN THIS CONTRACT Senior Landscape Architect	14. YEARS EXPERIENCE	
		a. TOTAL 31	b. WITH CURRENT FIRM 5
15. FIRM NAME AND LOCATION (City and State) Dewberry Engineers Inc. (Orlando, FL)			
16. EDUCATION (Degree and Specialization) BS/Landscape Architecture		17. CURRENT PROFESSIONAL REGISTRATION (State and Discipline) FL Registered Landscape Architect #LA6666675	
18. OTHER PROFESSIONAL QUALIFICATIONS (Publications, Organizations, Training, Awards, etc.)			

Michael Urchuk has 31 years of experience and has a varied background in landscape architecture and planning. As a Project Manager, he is responsible for coordination across design disciplines and acts as a liaison between the owner, design team, and contractor. He is also responsible for coordinating design efforts and project submittals. Michael's experience as a landscape architect includes retail office, residential, mixed-use, streetscapes, and recreational uses as well as hardscape and irrigation design. Hardscape designs include corporate plazas, streetscapes, fountains, amenity areas for multi-family projects, and urban plazas. Michael also provides construction administration services on multiple levels to include shop drawing and RFI review, field reports, final punch lists, and on-site project coordination meeting.

19. RELEVANT PROJECTS			
	(1) TITLE AND LOCATION (City and State)	(2) YEAR COMPLETED	
		PROFESSIONAL SERVICES	CONSTRUCTION (If applicable)
a.	<b>Live Oak Lake CDD (Twin Lakes Development)</b> (Osceola County, FL)	Ongoing	N/A
	(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE <input checked="" type="checkbox"/> Check if project performed with current firm <b>Landscape Architect.</b> Live Oak Lake CDD (Twin Lakes Development) is a multi-phased active adult community consisting of residential units, green open space tracts with community facilities, and a community amenity center located just off of Live Oak Lake. Phases 1 – 8 consists of a mix of 50-foot, 70-foot and duplex units totaling 2,023 units. Dewberry's services include entitlements, planning, surveying, site/civil engineering, roadway design, bridge design, signal design, environmental/permitting, landscape/hardscape design, assistance with the City master upsizing agreements, and construction administration.		
b.	<b>VillaSol CDD</b> (Osceola County, FL)	Ongoing	N/A
	(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE <input checked="" type="checkbox"/> Check if project performed with current firm <b>Landscape Architect.</b> As District Engineer, Dewberry's services include stormwater management system design, water and sewer system design, roadway design, landscaping, recreational facilities, street lighting, and engineering contract management and inspection services during construction.		
c.	<b>Osceola County Fire Training Facility</b> (Osceola County, FL)	2019	2019
	(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE <input checked="" type="checkbox"/> Check if project performed with current firm <b>Landscape Architect.</b> This project included the design of a new Fire Training Facility for the Osceola County Fire Department. Located on approximately 11 acres, site elements include an Open Air Training Course, a 9,500 square feet fire station with three fire bays, fire station training building, burn tower, and several shaded pavilions.		
d.	<b>Lancaster Park East</b> (St. Cloud, FL)	Ongoing	N/A
	(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE <input checked="" type="checkbox"/> Check if project performed with current firm <b>Landscape Architect.</b> This project consists of 461 single family units and community facilities. Dewberry was tasked with designing and permitting the site layout, stormwater management facilities, utilities, grading, drainage, easement vacations, Federal Emergency Management Agency (FEMA), CLOMR and LOMR approvals. Dewberry provided planning and entitlements, landscape/hardscape design, site/civil engineering, and construction administration.		
e.	<b>CFX, Roadway Operations Facility</b> (Orlando, FL)	Ongoing	N/A
	(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE <input checked="" type="checkbox"/> Check if project performed with current firm <b>Landscape Architect.</b> As the General Engineering Consultant to CFX, Dewberry has provided both architectural and civil engineering services for the CFX Roadway Operations Facility. The new facility includes a 6,500 square foot office building, fueling station, small vehicle maintenance bays, warehouse, three enclosed storage buildings totaling 23,000 square feet, and laydown yard.		



## E. RESUMES OF KEY PERSONNEL PROPOSED FOR THIS CONTRACT

(Complete one Section E for each key person.)

12. NAME <b>Sarah Maier</b>	13. ROLE IN THIS CONTRACT GIS Technician/Planner	14. YEARS EXPERIENCE	
		a. TOTAL 18	b. WITH CURRENT FIRM 16
15. FIRM NAME AND LOCATION (City and State) Dewberry Engineers Inc. (Orlando, FL)			
16. EDUCATION (Degree and Specialization) BS/Engineering		17. CURRENT PROFESSIONAL REGISTRATION (State and Discipline) N/A	
18. OTHER PROFESSIONAL QUALIFICATIONS (Publications, Organizations, Training, Awards, etc.)			

Sarah Maier has experience in development entitlements for a variety of land uses and project sizes, including Developments of Regional Impact (DRIs), comprehensive policy plan amendments, zonings, planned developments, and conceptual land use planning. Sarah's responsibilities have ranged from policy and code amendments, GIS analyses as it pertains to land use planning and growth forecasting, and includes projects involving commercial, industrial, residential, and mixed uses.

### 19. RELEVANT PROJECTS

	(1) TITLE AND LOCATION (City and State)	(2) YEAR COMPLETED	
a.	<b>Live Oak Lake CDD (Twin Lakes Development)</b> (Osceola County, FL)	PROFESSIONAL SERVICES Ongoing	CONSTRUCTION (If applicable) Ongoing
	(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE <b>Project Planner/GIS Technician.</b> Live Oak Lake CDD (Twin Lakes Development) is a multi-phased active adult community consisting of residential units, green open space tracts with community facilities, and a community amenity center located just off of Live Oak Lake CDD. Phases 1 – 8 consists of a mix of 50-foot, 70-foot and duplex units totaling 2,023 units. Dewberry's services include entitlements, planning, surveying, site/civil engineering, roadway design, bridge design, signal design, environmental/permitting, landscape/hardscape design, assistance with the City master upsizing agreements, and construction administration.	<input checked="" type="checkbox"/> Check if project performed with current firm	
b.	<b>Dowden West CDD</b> (Orlando, FL)	PROFESSIONAL SERVICES Ongoing	CONSTRUCTION (If applicable) N/A
	(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE <b>Project Planner/GIS Technician.</b> Dowden West is a 736-acre master planned, residential community, consisting of 1,446 residential units and divided into 10 villages. As District Engineer, our services include water distribution, sanitary sewer collection, reuse water distribution systems, stormwater management, environmental/permitting, landscape architecture, roadway improvements, and survey.	<input checked="" type="checkbox"/> Check if project performed with current firm	
c.	<b>Deer Run CDD</b> (Bunnell, FL)	PROFESSIONAL SERVICES Ongoing	CONSTRUCTION (If applicable) Ongoing
	(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE <b>GIS Technician.</b> Dewberry serves as the current District Engineer for this +/- 602-acre Master Planned Golf Community with 749 units. Our services have included attending monthly District Board meetings, processing pay requisitions and construction pay applications, and providing general consulting services and input to the Board of Directors. Specific assignments include planning, preparing reports and plans, surveying designs and specifications for water management systems and facilities, water and sewer system and facilities, roads, landscaping, recreational facilities, and street lighting.	<input checked="" type="checkbox"/> Check if project performed with current firm	
d.	<b>Country Greens CDD (Sorrento Springs Planned Development)</b> (Sorrento, FL)	PROFESSIONAL SERVICES Ongoing	CONSTRUCTION (If applicable) N/A
	(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE <b>GIS Technician.</b> Sorrento Springs is a 680-acre planned development within the Country Greens CDD, in Lake County, Florida. Developed by Hewitt Properties, Inc., the project contained 678 single-family lots, an 18-hole golf course, and clubhouse facilities. The Country Greens CDD encompasses the entire 680 acres and will construct, operate and maintain infrastructure to support the Sorrento Hills community. Our firm provided the Master Planning for the community which included the development of all "green areas" tied to the golf course and clubhouse. We developed a Community Park area that provided the entire Village a pool area and rustic style centered community building. As the CDD Engineer, our services included engineering, planning, surveying, permitting, landscape architecture, owner coordination with City of Eustis and Lake County, and approval of all development and construction activities.	<input checked="" type="checkbox"/> Check if project performed with current firm	

## E. RESUMES OF KEY PERSONNEL PROPOSED FOR THIS CONTRACT

(Complete one Section E for each key person.)

12. NAME <b>Barry Roy</b>	13. ROLE IN THIS CONTRACT Construction Inspector	14. YEARS EXPERIENCE	
		a. TOTAL 37	b. WITH CURRENT FIRM 37
15. FIRM NAME AND LOCATION (City and State) Dewberry Engineers Inc. (Orlando, FL)			
16. EDUCATION (Degree and Specialization) BS/Environmental Engineering		17. CURRENT PROFESSIONAL REGISTRATION (State and Discipline) N/A	
18. OTHER PROFESSIONAL QUALIFICATIONS (Publications, Organizations, Training, Awards, etc.)			

Barry Roy is responsible for all construction management and administration activities of the firm's Central Florida operations. He has more than 37 years of diversified experience in public and private waterworks, sewage, roadway, and drainage construction projects. Barry is experienced in the construction of water and wastewater transmission mains, trunk gravity sewers, master pumping stations, stormwater management systems, street drainage systems, roadways, and associated structures. He routinely performs cost estimating, construction inspections, value engineering, quality control, construction administration, and prepares contract documents and bid packages. He is able to translate this experience into the successful completion of projects.

19. RELEVANT PROJECTS			
	(1) TITLE AND LOCATION (City and State)	(2) YEAR COMPLETED	
		PROFESSIONAL SERVICES	CONSTRUCTION (If applicable)
a.	<b>Live Oak Lake CDD (Twin Lakes Development)</b> (Osceola County, FL)	Ongoing	N/A
	(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE <b>Construction Manager.</b> Live Oak Lake CDD (Twin Lakes Development) is a multi-phased active adult community consisting of residential units, green open space tracts with community facilities, and a community amenity center located just off of Live Oak Lake CDD. Phases 1 – 8 consists of a mix of 50-foot, 70-foot and duplex units totaling 2,023 units. Dewberry's services include entitlements, planning, surveying, site/civil engineering, roadway design, bridge design, signal design, environmental/permitting, landscape/hardscape design, assistance with the City master upsizing agreements, and construction administration.	<input checked="" type="checkbox"/> Check if project performed with current firm	
b.	<b>Country Greens CDD (Sorrento Springs Planned Development)</b> (Sorrento, FL)	Ongoing	N/A
	(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE <b>Construction Manager.</b> Sorrento Springs is a 680-acre planned development within the Country Greens CDD, in Lake County, Florida. Developed by Hewitt Properties, Inc., the project contained 678 single-family lots, an 18-hole golf course, and clubhouse facilities. The Country Greens CDD encompasses the entire 680 acres and will construct, operate and maintain infrastructure to support the Sorrento Hills community. Our firm provided the Master Planning for the community which included the development of all "green areas" tied to the golf course and clubhouse. We developed a Community Park area that provided the entire Village a pool area and rustic style centered community building. As the CDD Engineer, our services included engineering, planning, surveying, permitting, landscape architecture, owner coordination with City of Eustis and Lake County, and approval of all development and construction activities.	<input checked="" type="checkbox"/> Check if project performed with current firm	
c.	<b>Highland Meadows CDD ( Davenport, FL)</b>	Ongoing	Ongoing
	(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE <b>Construction Manager.</b> Highland Meadows is a 263.5-acre master planned, residential community located in the city of Davenport in Polk County. The Development is approved as a planned development for 222 single-family unit community. Dewberry services included civil engineerin, construction estimates and administration, coordination of environmental, jurisdictional lines, and permitting, due diligence, permitting, planning, landscaping plans, and surveying.	<input checked="" type="checkbox"/> Check if project performed with current firm	
d.	<b>Deer Run CDD (Bunnell, FL)</b>	Ongoing	Ongoing
	(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE <b>Construction Manager.</b> Dewberry serves as the current District Engineer for this +/- 602-acre Master Planned Golf Community with 749 units. Our services have included attending monthly District Board meetings, processing of pay requisitions and construction pay applications, and providing general consulting services and input to the Board of Directors. Specific assignments include planning, preparing reports and plans, surveying designs and specifications for water management systems and facilities, water and sewer system and facilities, roads, landscaping, recreational facilities, and street lighting.	<input checked="" type="checkbox"/> Check if project performed with current firm	

**F. EXAMPLE PROJECTS WHICH BEST ILLUSTRATE PROPOSED TEAM'S QUALIFICATIONS FOR THIS CONTRACT**

*(Present as many projects as requested by the agency, or 10 projects, if not specified. Complete one Section F for each project.)*

20. EXAMPLE PROJECT KEY NUMBER

**#1**

21. TITLE AND LOCATION *(City and State)*

**Dowden West CDD** (Orlando, FL)

22. YEAR COMPLETED

PROFESSIONAL SERVICES

Ongoing

CONSTRUCTION *(If applicable)*

N/A

**23. PROJECT OWNER'S INFORMATION**

a. PROJECT OWNER

Government Management Services

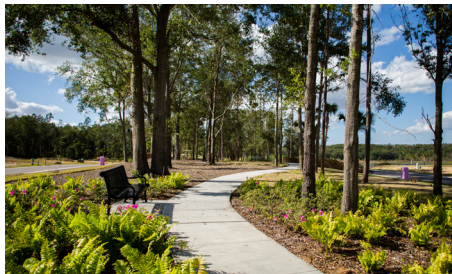
b. POINT OF CONTACT NAME

George Flint

c. POINT OF CONTACT TELEPHONE NUMBER

407.841.5524

24. BRIEF DESCRIPTION OF PROJECT AND RELEVANCE TO THIS CONTRACT *(Include scope, size, and cost)*



Dowden West is a 736.28-acre master planned, residential community with 1,446 residential units located in the City of Orlando. The development is 10 villages within the approved planned development for Starwood, which encompasses approximately 2,558 acres and is entitled for 4,400 residential units.

As District Engineer, we have been responsible for providing the master utility design for the water, sewer, and reuse systems, in addition to master stormwater modeling for an approximately 6,500-acre watershed that the Dowden West CDD. This modeling was used for both stormwater management design and FEMA floodplain determination.

Other services include landscape architecture design for the common open spaces and community parks, the design of community roads that also include the extension of the four-lane Dowden Road through the community, and boundary surveys, topographic surveys, tree surveys, and other additional surveys as needed.

- COST** \$500,000 (Consultant Fees to Date)

- SERVICES**

- Boundary Surveys
- Environmental/Permitting
- Landscape Architecture
- Roadway Design/Improvements
- Stormwater Management
- Topographic Surveys
- Tree Surveys
- Utility Design

**25. FIRMS FROM SECTION C INVOLVED WITH THIS PROJECT**

	(1) FIRM NAME	(2) FIRM LOCATION <i>(City and State)</i>	(3) ROLE
a.	Dewberry Engineers Inc.	Orlando, FL	District Engineer

**F. EXAMPLE PROJECTS WHICH BEST ILLUSTRATE PROPOSED TEAM'S QUALIFICATIONS FOR THIS CONTRACT**  
*(Present as many projects as requested by the agency, or 10 projects, if not specified. Complete one Section F for each project.)*

20. EXAMPLE PROJECT KEY NUMBER  
**#2**

21. TITLE AND LOCATION <i>(City and State)</i>  <b>Lakewood Ranch CDD 1, 2, 4, 5, and 6</b> (Sarasota and Manatee County, FL)	22. YEAR COMPLETED	
	PROFESSIONAL SERVICES Ongoing	CONSTRUCTION <i>(If applicable)</i> Ongoing

**23. PROJECT OWNER'S INFORMATION**

a. PROJECT OWNER Lakewood Ranch CDD	b. POINT OF CONTACT NAME Steve Zielinski	c. POINT OF CONTACT TELEPHONE NUMBER 941-907-0202 Ext 229
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24. BRIEF DESCRIPTION OF PROJECT AND RELEVANCE TO THIS CONTRACT *(Include scope, size, and cost)*



Lakewood Ranch is an unincorporated 31,000-acre master planned community located on Florida's Gulf Coast in Sarasota and Manatee Counties, established in 1995. The five CDDs we serve cover an 8,500-acre community within the larger Lakewood Ranch Development. The overall development contains A-rated schools, shopping, business parks, hospital and medical center, golf courses, athletic centers, aquatics, and lighted tennis courts.

As the CDD Engineer for the five CDD's, Dewberry's services include engineering, surveying, permitting, owner coordination with the County's review, and approval of construction activities. Dewberry's services also include water and wastewater improvements and upgrades, roadway and storm sewer redesign and repair, stormwater inspections, review and upgrades, coordination of traffic issues including signalization with County officials, oversight of other engineers, assistance with bidding, contractor selection, construction oversight, pay application review, and final project certification and closeout.

- **COST** \$906,730 (Consultant Fees to Date)
- **SERVICES**
  - Civil Engineering
  - Compliance Monitoring
  - Construction Estimates and Administration
  - Coordination and Monitoring of Environmental Jurisdictional Areas through Permitting Agencies
  - Design Evaluations and Analysis
  - Drainage/Stormwater Management
  - Monthly Board Meeting Attendance
  - Permitting
  - Planning
  - Surveying
  - Utilities

**25. FIRMS FROM SECTION C INVOLVED WITH THIS PROJECT**

a.	(1) FIRM NAME Dewberry Engineers Inc..	(2) FIRM LOCATION <i>(City and State)</i> Sarasota, FL	(3) ROLE District Engineer
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**F. EXAMPLE PROJECTS WHICH BEST ILLUSTRATE PROPOSED TEAM'S QUALIFICATIONS FOR THIS CONTRACT**

*(Present as many projects as requested by the agency, or 10 projects, if not specified. Complete one Section F for each project.)*

20. EXAMPLE PROJECT KEY NUMBER

**#3**

21. TITLE AND LOCATION *(City and State)*

**Westside Haines City CDD** (Haines City, FL)

22. YEAR COMPLETED

PROFESSIONAL SERVICES

Ongoing

CONSTRUCTION *(If applicable)*

Ongoing

**23. PROJECT OWNER'S INFORMATION**

a. PROJECT OWNER

Government Management Services

b. POINT OF CONTACT NAME

Jillian Burns

c. POINT OF CONTACT TELEPHONE NUMBER

407.841.5524 ex. 115

24. BRIEF DESCRIPTION OF PROJECT AND RELEVANCE TO THIS CONTRACT *(Include scope, size, and cost)*



The Westside Haines City CDD is 613.43 acres located in Winter Haven, Florida. The District currently contains approximately 613.43 acres and is expected to consist of 2,752 residential lots of various sizes for single-family lots and townhome lots with recreation/amenity areas, parks, and associated infrastructure for the various villages.

Dewberry is the CDD Engineer for this project. Our services include civil engineering, permitting, roadway design, stormwater monitoring, permit, recreational facilities, and infrastructure review reports.

- **COST** \$44,500.00 (CONSULTANT FEES TO DATE)
- **SERVICES**
  - Civil Engineering
  - Permitting
  - Roadway Design
  - Stormwater Monitoring and Permit
  - Recreational Facilities
  - Infrastructure Review Reports

**25. FIRMS FROM SECTION C INVOLVED WITH THIS PROJECT**

	(1) FIRM NAME	(2) FIRM LOCATION <i>(City and State)</i>	(3) ROLE
a.	Dewberry Engineers Inc.	Orlando, FL	District Engineer

**F. EXAMPLE PROJECTS WHICH BEST ILLUSTRATE PROPOSED TEAM'S QUALIFICATIONS FOR THIS CONTRACT**  
*(Present as many projects as requested by the agency, or 10 projects, if not specified. Complete one Section F for each project.)*

20. EXAMPLE PROJECT KEY NUMBER  
**#4**

21. TITLE AND LOCATION <i>(City and State)</i> <b>Highland Meadows CDD (Davenport, FL)</b>	22. YEAR COMPLETED	
	PROFESSIONAL SERVICES Ongoing	CONSTRUCTION <i>(If applicable)</i> Ongoing

**23. PROJECT OWNER'S INFORMATION**

a. PROJECT OWNER Rizette & Company, Inc	b. POINT OF CONTACT NAME Richard Hernandez	c. POINT OF CONTACT TELEPHONE NUMBER 407.472.2471 Ext. 0864
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24. BRIEF DESCRIPTION OF PROJECT AND RELEVANCE TO THIS CONTRACT *(Include scope, size, and cost)*



Highland Meadows is a 263.5-acre master planned, residential community located in the city of Davenport in Polk County. The development is approved as a planned development for 222 single-family unit community. The CDD is located on the south side of County Road 547 - Holly Hill Road and the north side of Olsen Road. The community consists of CDD owned roadways, stormwater ponds and conservation areas. Dewberry has provided services to the District in the review and repair of roadways, stormwater systems, street signage, and landscape architecture improvements. We have assisted in the bidding and construction of the many infrastructure facilities within the community.

Dewberry is the CDD Engineer for this project. Our services include civil engineering, construction estimates and administration, coordination of environmental, jurisdictional lines and permitting, due diligence, permitting, planning, landscaping plans, and surveying.

- **COST** \$350,000 (CONSULTANT FEES)
- **SERVICES**
  - Civil Engineering
  - Construction Estimates and Administration
  - Coordination of Environmental Jurisdictional Lines and Permitting
  - Due Diligence
  - Permitting
  - Planning
  - Landscaping Plans
  - Surveying

**25. FIRMS FROM SECTION C INVOLVED WITH THIS PROJECT**

a.	(1) FIRM NAME Dewberry Engineers Inc.	(2) FIRM LOCATION <i>(City and State)</i> Orlando, FL	(3) ROLE District Engineer
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**F. EXAMPLE PROJECTS WHICH BEST ILLUSTRATE PROPOSED TEAM'S QUALIFICATIONS FOR THIS CONTRACT**  
*(Present as many projects as requested by the agency, or 10 projects, if not specified. Complete one Section F for each project.)*

20. EXAMPLE PROJECT KEY NUMBER  
**#5**

21. TITLE AND LOCATION <i>(City and State)</i> <b>Narcoossee CDD (Orlando, FL)</b>	22. YEAR COMPLETED	
	PROFESSIONAL SERVICES Ongoing	CONSTRUCTION <i>(If applicable)</i> Ongoing

**23. PROJECT OWNER'S INFORMATION**

a. PROJECT OWNER Government Management Services	b. POINT OF CONTACT NAME Jason Showe	c. POINT OF CONTACT TELEPHONE NUMBER 407.841.5524
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24. BRIEF DESCRIPTION OF PROJECT AND RELEVANCE TO THIS CONTRACT *(Include scope, size, and cost)*



The Narcoossee CDD is located in Orange County, Florida, and consists of approximately 416 acres. The project is projected to have 540 single-family units, 860 multi-family units, and 278,000 square feet of retail and office space. The Narcoossee CDD encompasses the entire 416 acres. We will provide services as needed for the construction and will operate and maintain infrastructure to support all of its communities.

Dewberry is the CDD Engineer for this project. Our services include engineering evaluations, owner coordination with City of Orlando and Orange County, and approval of all development and construction activities.

- **COST** \$475,000 (Consultant Fees to Date)
- **SERVICES**
  - Civil Engineering
  - Construction Administration
  - Development Planning
  - Infrastructure Review Reports
  - Landscape Architecture
  - Permitting
  - Stormwater Monitoring and Permit Compliance Reports
  - Surveying

**25. FIRMS FROM SECTION C INVOLVED WITH THIS PROJECT**

a.	(1) FIRM NAME Dewberry Engineers Inc.	(2) FIRM LOCATION <i>(City and State)</i> Orlando, FL	(3) ROLE District Engineer
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**F. EXAMPLE PROJECTS WHICH BEST ILLUSTRATE PROPOSED TEAM'S QUALIFICATIONS FOR THIS CONTRACT**  
*(Present as many projects as requested by the agency, or 10 projects, if not specified. Complete one Section F for each project.)*

20. EXAMPLE PROJECT KEY NUMBER  
**#6**

21. TITLE AND LOCATION <i>(City and State)</i> <b>Deer Run CDD (Bunnell, FL)</b>	22. YEAR COMPLETED	
	PROFESSIONAL SERVICES Ongoing	CONSTRUCTION <i>(If applicable)</i> Ongoing

**23. PROJECT OWNER'S INFORMATION**

a. PROJECT OWNER Government Management Services	b. POINT OF CONTACT NAME Ernesto Torres	c. POINT OF CONTACT TELEPHONE NUMBER 904.940.5850 ext. 403
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24. BRIEF DESCRIPTION OF PROJECT AND RELEVANCE TO THIS CONTRACT *(Include scope, size, and cost)*



Dewberry serves as the current District Engineer for this +/- 602 acre Master Planned Golf Community with 749 units. Our services have included attending monthly District Board meetings, processing of pay requisitions and construction pay applications, and providing general consulting services and input to the Board of Directors.

Specific assignments include planning, preparing reports and plans, surveying designs and specifications for water management systems and facilities, water and sewer system and facilities, roads, landscaping, recreational facilities and street lighting, and other community infrastructure provided by the District, as authorized in Chapter 190 F.S.; and affiliated projects to include engineering contract management and inspection services during construction.

- **COST** \$120,000 (Consultant Fees to Date)
- **SERVICES**
  - Community Infrastructure
  - Construction Administration
  - Cost Estimates
  - Landscaping
  - Planning
  - Recreational Facilities
  - Reports and Plans
  - Roadway Design
  - Street Lighting
  - Surveying Designs
  - Water Management Systems and Facilities
  - Water and Sewer Systems

**25. FIRMS FROM SECTION C INVOLVED WITH THIS PROJECT**

a.	(1) FIRM NAME Dewberry Engineers Inc.	(2) FIRM LOCATION <i>(City and State)</i> Orlando, FL	(3) ROLE District Engineer
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**F. EXAMPLE PROJECTS WHICH BEST ILLUSTRATE PROPOSED TEAM'S QUALIFICATIONS FOR THIS CONTRACT**

*(Present as many projects as requested by the agency, or 10 projects, if not specified. Complete one Section F for each project.)*

20. EXAMPLE PROJECT KEY NUMBER

**#7**

21. TITLE AND LOCATION *(City and State)*

**Live Oak Lake CDD (Twin Lakes Development) (Osceola County, FL)**

22. YEAR COMPLETED

PROFESSIONAL SERVICES

Ongoing

CONSTRUCTION *(If applicable)*

Ongoing

**23. PROJECT OWNER'S INFORMATION**

a. PROJECT OWNER

Governmental Management Services

b. POINT OF CONTACT NAME

Jillian Burns

c. POINT OF CONTACT TELEPHONE NUMBER

407.841.5524 ex. 115

24. BRIEF DESCRIPTION OF PROJECT AND RELEVANCE TO THIS CONTRACT *(Include scope, size, and cost)*



Live Oak Lakes CDD (Twin Lakes Development) is a multi-phased, active adult community consisting of residential units, green open space tracts with community facilities, and a community amenity center located just off of Live Oak Lake. The development is situated just east of Hickory Tree Road and west of Live Oak Lake and Sardine Lake in Osceola County. Phases 1 – 8 consists of a mix of 50', 70' and duplex units totaling 2,023 units.

A 42,000+ square foot amenity clubhouse is currently being constructed alongside the oversized pool and cabana area, which includes a bar for food and beverages. The outdoor rec space is under construction just to the south. This area was designed to include bocci ball, pickle ball, horseshoes, tennis courts, and a half basketball court. It also provides walking trails, a boat dock, and a dock for fishing.

In addition to civil engineering services, we also provided roadway design, bridge design, and signal design within the first phase. We were responsible for the roadway widening design of Hickory Tree Road, where services also included drainage and utility extensions. We extended New Nolte Road from the existing intersection east through the first phase of construction. This 150' ROW is master planned to be a four lane divided major collector road in the future. We also designed and oversaw the construction of the vehicular bridge that crosses existing Bullis Road, connecting the northern pool and amenity area with the remainder of the development. We provided signal design for the New Nolte and Hickory Tree Road Intersection, which also includes golf cart paths and golf cart path crossings at the updated intersection.

Utilities have been master designed for the build out of the development, which will include city master transmission mains for the 24" potable water main and 24" reclaim main, along with five sanitary lift stations to service the phases of the development as they are constructed. Phase 1 of the project utilizes two sanitary lift stations, a portion of the 24" potable and reclaim mains. The first lift station is located on the west side of Hickory Tree Road. The second lift station is located along the extension of Nolte Road east of Hickory Tree Road. This lift station has been

designed to accept additional flows from future phases of this development. This lift station pumps into a force main down the Nolte Road extension and connects to the existing 20" force main located within the Hickory Tree ROW.

- **COST** \$2.1 million (Consultant Fees to Date)
- **SERVICES**
  - Assistance with the City Master Upsizing Agreements
  - Civil Engineering
  - Construction Administration
  - Entitlements
  - Environmental/Permitting
  - Landscape/Hardscape Design
  - Maintenance of Traffic Planning
  - Planning
  - Signal Design
  - Surveying

**25. FIRMS FROM SECTION C INVOLVED WITH THIS PROJECT**

	(1) FIRM NAME	(2) FIRM LOCATION <i>(City and State)</i>	(3) ROLE
a.	Dewberry Engineers Inc.	Orlando, FL	District Engineer

**F. EXAMPLE PROJECTS WHICH BEST ILLUSTRATE PROPOSED TEAM'S QUALIFICATIONS FOR THIS CONTRACT**  
*(Present as many projects as requested by the agency, or 10 projects, if not specified. Complete one Section F for each project.)*

20. EXAMPLE PROJECT KEY NUMBER  
**#8**

21. TITLE AND LOCATION <i>(City and State)</i> <b>West Villages Improvement District</b> (Sarasota County, FL)	22. YEAR COMPLETED	
	PROFESSIONAL SERVICES Ongoing	CONSTRUCTION <i>(If applicable)</i> N/A

**23. PROJECT OWNER'S INFORMATION**

a. PROJECT OWNER Government Management Services	b. POINT OF CONTACT NAME William Crosley, District Manager	c. POINT OF CONTACT TELEPHONE NUMBER 941-244-2805
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24. BRIEF DESCRIPTION OF PROJECT AND RELEVANCE TO THIS CONTRACT *(Include scope, size, and cost)*



The West Villages Improvement District ("District") is located in the City of North Port and unincorporated Sarasota County, Florida. The District encompasses approximately 8,200 +/- acres of land within the City of North Port and 3,300 +/- acres in unincorporated Sarasota County. The services included earthwork; water and sewer facilities and infrastructure (including water treatment plants and wastewater treatment plants); stormwater management and drainage facilities and infrastructure; roadways, signalization improvements, and parking facilities, recreational amenity and park improvements; governmental facility improvements (such as fire stations and police stations); landscaping, hardscaping, and signage, improvements; environmental services; and other similar infrastructure for a mixed-use development.

- **COST** \$52,000.00 (Consultant Fees to Date)
- **SERVICES**  
 Water and Sewer Facilities and Infrastructure  
 Stormwater Management and Drainage Facilities and Infrastructure  
 Roadways,  
 Signalization improvements  
 Recreational Facilities  
 Park improvements  
 Governmental Facility Improvements  
 Landscape/Hardscape Design  
 Signage  
 Environmental Services

Additional engineering services may include attendance at Board, staff, and other meetings; participation in the District's issuance of new and maintenance of existing financing; monitoring District projects; overseeing construction and/or acquisition activities; preparation of certifications, documents, and reports in furtherance of District engineering activities; and providing other engineering services as may be authorized by the Board.

**25. FIRMS FROM SECTION C INVOLVED WITH THIS PROJECT**

a.	(1) FIRM NAME Dewberry Engineers Inc.	(2) FIRM LOCATION <i>(City and State)</i> Orlando, FL	(3) ROLE District Engineer
	(1) FIRM NAME Dewberry Engineers Inc.	(2) FIRM LOCATION <i>(City and State)</i> Sarasota, FL	(3) ROLE District Engineer

**F. EXAMPLE PROJECTS WHICH BEST ILLUSTRATE PROPOSED TEAM'S QUALIFICATIONS FOR THIS CONTRACT**  
*(Present as many projects as requested by the agency, or 10 projects, if not specified. Complete one Section F for each project.)*

20. EXAMPLE PROJECT KEY NUMBER  
**#9**

21. TITLE AND LOCATION <i>(City and State)</i> <b>VillaSol CDD (Osceola County, FL)</b>	22. YEAR COMPLETED	
	PROFESSIONAL SERVICES Ongoing	CONSTRUCTION <i>(If applicable)</i> Ongoing

**23. PROJECT OWNER'S INFORMATION**

a. PROJECT OWNER <b>InfraMark</b>	b. POINT OF CONTACT NAME <b>Robert Koncar</b>	c. POINT OF CONTACT TELEPHONE NUMBER <b>407.566.4122</b>
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24. BRIEF DESCRIPTION OF PROJECT AND RELEVANCE TO THIS CONTRACT *(Include scope, size, and cost)*



VillaSol CDD is located in Osceola County, Florida, which is just minutes from the Orlando International Airport, area attractions and theme parks, and offers amenities like no other community in the area.

Nestled along Boggy Creek, residents have access to a boat dock where they can travel down to East Lake Toho. Resort style amenities include tennis court, basketball court, clubhouse, pool, and soft gate with guard house.

Some of Dewberry's specific assignments for this project include planning, preparing reports and plans, designs and specifications for water management systems and facilities; water and sewer system and facilities, roads, landscaping, recreational facilities and street lighting, other community infrastructure provided by the District, as authorized in Chapter 190 F.S.; and affiliated projects to include engineering contract management and inspection services during construction.

- **COST** \$375,000 (Consultant Fees to Date)
- **SERVICES**
  - Community Infrastructure
  - Construction Administration
  - Cost Estimates
  - District Board Meetings
  - Landscape Architecture
  - Planning
  - Recreational Facilities Design
  - Reports and Plans
  - Roadway Design
  - Street Lighting Design
  - Surveying
  - Water Management Systems and Facilities
  - Water and Sewer Systems

**25. FIRMS FROM SECTION C INVOLVED WITH THIS PROJECT**

a.	(1) FIRM NAME <b>Dewberry Engineers Inc.</b>	(2) FIRM LOCATION <i>(City and State)</i> <b>Orlando, FL</b>	(3) ROLE <b>District Engineer</b>
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**F. EXAMPLE PROJECTS WHICH BEST ILLUSTRATE PROPOSED TEAM'S QUALIFICATIONS FOR THIS CONTRACT**

*(Present as many projects as requested by the agency, or 10 projects, if not specified. Complete one Section F for each project.)*

20. EXAMPLE PROJECT KEY NUMBER

**#10**

21. TITLE AND LOCATION *(City and State)*

**Country Greens CDD (Sorrento Springs Planned Development)**  
(Lake County, FL)

22. YEAR COMPLETED

PROFESSIONAL SERVICES

Ongoing

CONSTRUCTION *(If applicable)*

N/A

**23. PROJECT OWNER'S INFORMATION**

a. PROJECT OWNER

InfraMark

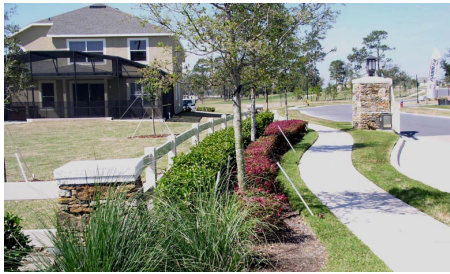
b. POINT OF CONTACT NAME

Robert Koncar

c. POINT OF CONTACT TELEPHONE NUMBER

407.566.4122

24. BRIEF DESCRIPTION OF PROJECT AND RELEVANCE TO THIS CONTRACT *(Include scope, size, and cost)*



Sorrento Springs is a 680-acre planned development within the Country Greens CDD in Lake County, Florida. Developed by Hewitt Properties, Inc., the project will contain 678 single-family lots, and an 18-hole golf course and clubhouse facilities. The Country Greens CDD encompasses the entire 680 acres, and will construct, operate, and maintain infrastructure to support the Sorrento Springs Community. In April 2002, construction of the first of four phases began.

As the CDD Engineer, Dewberry's services include engineering, planning, surveying, permitting, landscape architecture, owner coordination with City of Eustis and Lake County, and approval of all development and construction activities.

- **COST** \$320,000 (Consultant Fees to Date)
- **SERVICES**
  - Civil Engineering
  - Construction Administration
  - Due Diligence
  - Landscape Architecture
  - Permitting
  - Planning
  - Surveying

**25. FIRMS FROM SECTION C INVOLVED WITH THIS PROJECT**

	(1) FIRM NAME	(2) FIRM LOCATION <i>(City and State)</i>	(3) ROLE
a.	Dewberry Engineers Inc.	Orlando, FL	District Engineer

## G. KEY PERSONNEL PARTICIPATION IN EXAMPLE PROJECTS

26. NAMES OF KEY PERSONNEL <i>(From Section E, Block 12)</i>	27. ROLE IN THIS CONTRACT <i>(From Section E, Block 13)</i>	28. EXAMPLE PROJECTS LISTED IN SECTION F <i>(Fill in "Example Projects Key" section below before completing table. Place "X" under project key number for participation in same or similar role.)</i>									
		1	2	3	4	5	6	7	8	9	10
<b>Rey Malavé, PE</b>	District Engineer	●	●	●	●	●	●	●	●	●	●
<b>Peter Armans, PE</b>	Assistant District Engineer	●		●	●	●	●			●	●
<b>Joe Keezel, PE</b>	Sr. Roadway Engineer		●						●		
<b>Marybeth Morin, PE</b>	Sr. Structural Engineer		●					●			
<b>Sean Carrigan, PE</b>	Sr. Stormwater Engineer								●		
<b>Jose Pereira, PE</b>	Sr. Utility Engineer		●						●		
<b>Bill Donley, PSM</b>	Survey Manager	●	●	●	●	●	●	●		●	●
<b>Nicole Gough, PWS</b>	Sr. Environmental Scientist	●	●	●	●	●	●	●	●	●	●
<b>Michael Urchuk, RLA</b>	Sr. Landscape Architect	●	●		●				●	●	●
<b>Sarah Maier</b>	GIS Technician/Planner	●	●	●	●	●	●	●	●	●	●
<b>Barry Roy</b>	Construction Inspector	●	●	●	●	●	●	●	●	●	●

### 29. EXAMPLE PROJECTS KEY

NO.	TITLE OF EXAMPLE PROJECT <i>(From Section F)</i>	NO.	TITLE OF EXAMPLE PROJECT <i>(From Section F)</i>
1	<b>Dowden West CDD</b> , Orlando, FL	6	<b>Deer Run CDD</b> , Bunnell, FL
2	<b>Lakewood Ranch CDD 1, 2, 4, 5, 6</b> , Sarasota and Manatee County, FL	7	<b>Live Oak Lake CDD (Twin Lakes Development)</b> , Osceola County, FL
3	<b>Westside Haines City CDD</b> , Haines City, FL	8	<b>West Villages Improvement District</b> , Sarasota County, FL
4	<b>Highland Meadows CDD</b> , Davenport, FL	9	<b>VillaSol CDD</b> , Osceola County, FL
5	<b>Narcoossee CDD</b> , Orlando, FL	10	<b>Country Greens CDD</b> , Lake County, FL

# FIRM QUALIFICATIONS

Dewberry is a leading, multi-disciplined firm with a proven history of providing professional services to a wide variety of public- and private-sector clients. Established in 1956, Dewberry is headquartered in Fairfax, Virginia, with 50 locations and over 2,000 professionals nationwide, including our local office in Orlando. Recognized for combining unsurpassed commitment to client service with deep subject matter expertise, Dewberry is dedicated to solving clients' most complex challenges and transforming their communities.

Dewberry's Florida operation is backed by the resources and stability of a national firm and specializes in site/civil, environmental, utility infrastructure, transportation engineering, surveying, architecture, and land development services. Dewberry has 15 office locations and over 300 employees in Florida, bringing expertise, qualifications, and resources to cities and counties throughout the state. Dewberry supports large and small projects in the following primary service areas:

- Alternative delivery
- Architecture
- Building engineering
- Disaster response and emergency management
- Energy services
- Environmental services
- Geospatial services
- Mechanical, electrical, and plumbing services
- Program management
- Site/civil services
- Surveying/mapping
- Sustainability
- Transportation
- Water/wastewater/reclaimed water services

We put clients first, we build strong and lasting relationships to become trusted advisors to our clients. Personal commitment to our clients and standing behind our work are central principles of the "Dewberry Way."

## Relevant Experience

The absolute best predictor of future success is past performance and we have a lot of experience in all areas required for this contract. Whether we are providing professional design engineering services or as a previous District Engineer, our track record speaks for itself.

**DEWBERRY HAS  
300+ EMPLOYEES  
IN FLORIDA**

During past years in business, **no other Central Florida firm has been more involved in Florida's explosive development.** This is demonstrated by the work we have performed for hundreds of clients over four decades. We have developed a unique general approach to land development projects. Our approach is tried-and-true, and it has proven, time-and-time-again, to reduce the coordination efforts for our clients and, importantly, it produces successful projects.

Dewberry has also developed a "Land Development Process" Manual. All our professional staff members are required to know our quality procedures and to stay abreast of regulatory changes. The purpose of this manual is to describe the method and process in which Dewberry provides planning, design, and construction related services for land development projects. This process minimizes the opportunity for missed deadlines, decreases errors and omissions on the plans, plats, calculations and permits, and maximizes the opportunity to produce high quality, buildable projects, resulting in satisfied clients and a positive company reputation in the engineering community.

We have a defined, workable Quality Control Plan. Every submittal is checked by an independent reviewer using our written quality control procedures. These procedures include Sufficiency Checklists to ensure that the documents are complete. The quality control checks are scheduled within the project master schedule to ensure that time is allocated to make revisions. All of our staff use Quality Control Manuals to ensure that the project is being prepared correctly the first time. All of this detail means that our clients can be confident that they are getting the best possible product from Dewberry.

The following CDD projects are representative of our relevant project experience:

- Baytree CDD, Brevard County
- Cascades at Groveland CDD, Lake County
- Country Greens CDD, Lake County



## H. ADDITIONAL INFORMATION

30. PROVIDE ANY ADDITIONAL INFORMATION REQUESTED BY THE AGENCY. ATTACH ADDITIONAL SHEETS AS NEEDED.

- Covington Park CDD, Hillsborough County
- Deer Run CDD, Flagler County
- Dowden West CDD, Orlando
- East Park CDD, Orange County
- Greater Lakes – Sawgrass Bay CDD, Lake Wales
- Highland Meadows CDD, Polk County
- Lake Emma CDD, Groveland
- Lakewood Ranch CDDs 1, 2, 4, 5, 6, Sarasota and Manatee County
- Lakewood Ranch Stewardship, Sarasota and Manatee County
- Live Oak Lake CDD, Osceola County
- Montecito CDD, Brevard County
- Narcoossee CDD, Orange County
- On-Top-of-the-World CDDs, Marion County
  - Chandler Hills East CDD, Marion County
  - Indigo East CDD, Marion County
  - Bay Laurel Center CDD, Marion County
- Osceola Chain of Lakes, Osceola County
- Reedy Creek Improvement District, Osceola County
- Reunion Resort CDD, Osceola County
- Verandas CDD, Pasco County
- Viera CDD, Brevard County
- VillaSol CDD, Osceola County
- West Villages Improvement District, Sarasota County

### Project Approach

We have prepared an organizational approach to fit the specific categories of the organization and operations to support both large and small engineering projects. Through our many years of serving as District Engineer, we've been successful at becoming an extension of the CDD's Project Management group, with the ability to understand project needs and proposing only on what is necessary to complete the task at hand. Our management team is committed to a quality product that is consistent with Holly Hill Road East CDD's policies and procedures.

Serving as District Engineer is **Rey Malavé, PE**. Rey has 42 years of experience in civil engineering and a diversified background in the design and permitting of infrastructure systems, including public facilities, utility systems, office buildings, commercial developments,

recreational facilities, and industrial developments. He has extensive experience with permitting agencies, including FDEP, FDOT, Florida Water Management Districts, and other local agencies. He has served as the District Engineer for over 25 CDDs and Improvement Districts in Florida.

### Transportation Services

Dewberry has provided roadway and bridge design services to numerous governmental agencies throughout Florida for over 30 years. Our projects have ranged from minor intersection improvements and milling and resurfacing of existing roadways to capacity improvements and complex, multilevel interchanges. The extensive experience of our staff in the design, preparation of construction documents, and post design services for roadways, bridges, and associated systems provides Holly Hill Road East with the expertise to handle any type of transportation related assignment. Our transportation design staff, coupled with the survey, drainage, environmental, and permitting capabilities, allows us to efficiently complete any assignment, as all disciplines required are available in-house.

Traffic design may include one or more of the following items, dependent upon a specific project: signing design, pavement marking design, signal warrant analysis, signalization design, lighting justification, lighting design, and traffic studies. We have extensive experience in these phases of the project and we are qualified to perform all aspects of traffic engineering.

Engineering services related to structural design may be required for bridge widenings, bridge rail replacements, box culvert extensions, retaining walls, sheet piling, overhead sign structures, multi-post guide signs, signal poles, mast arms light poles and foundations for signs, signal poles, and lighting. We have an experienced in-house staff to provide these services.

### Water/Wastewater Services

Our team can provide both utility analyses of existing master systems, preparation and updates to master plans, as well as preparation of utility construction plans. Dewberry can analyze the existing utility systems and make recommendations for upgrades or replacement. We have designed numerous utility collection and transmission facilities, gravity sewers, force mains, reuse water, and potable water systems. We have also designed numerous wastewater and water pump stations. We also have experience in the transformation of septic tank systems by the installation of new sewer systems.

## H. ADDITIONAL INFORMATION

30. PROVIDE ANY ADDITIONAL INFORMATION REQUESTED BY THE AGENCY. ATTACH ADDITIONAL SHEETS AS NEEDED.

### Stormwater Management Services

Our integrated stormwater management services range from large basin studies to the design of collection systems. Our team has performed analysis on various projects throughout Florida. We have designed culvert replacements to extensions on numerous roadway projects, ranging from two-lane rural widening to multi-lane expressways.

Drainage design and permitting are critical parts of any project. We will provide assistance to the District in coordination with MS4 support, total maximum daily loads, numeric nutrient criteria support, drainage, erosion and sediment control, stormwater basin modeling, assessment and evaluation drainage systems, design and construction plans for stormwater management systems, and coordination with state and federal agencies.

Assumptions and/or omissions in this area can cause significant delays in the project schedule, increase costs during construction, and even lead to possible litigation against the District. We are experienced in identifying, analyzing, and addressing drainage impacts associated with a variety of project types. Our drainage staff is knowledgeable of Water Management District criteria and we are adept at developing creative and innovative solutions to drainage problems. We also have experience preparing flood studies with FEMA. At the heart of our approach is a thorough document review of the existing plans, USGS Quadrangle Maps, USDA Soil Survey, FEMA Flood Insurance Maps and aerial photographs. With this data in hand, we will perform a field review during the pre-scope meeting, identify all drainage and permitting issues, and discuss possible drainage solutions with the District. Existing drainage patterns, ponding concerns and erosion problems will be documented. We will contact the District's Maintenance Engineer to discuss any concerns regarding the project area.

### Survey and Mapping Services

Dewberry has provided continuing surveying services for many counties and municipalities throughout the State of Florida. Our large in-house survey staff, with numerous crews out of our Orlando office, are well-versed in the rigors of on-call assignments and the immediate response time they require. We utilize state-of-the-art equipment to provide cost effective surveying, ROW mapping, utility designation, and subsurface utility engineering (SUE) for roadway, municipal, and civil development projects. We have extensive experience in boundary surveys, topographic design surveys, tree surveys, inventory surveys, and underground utility mapping. Our survey team has a dedicated staff of photogrammetrists who specialize in aerial photogrammetry, fixed and aerial LiDAR, and GIS mapping.

Our services for surveying and mapping may include: as-built surveys, boundary surveys, eminent domain surveys, GIS, legal description preparation, plat preparation, property sketches, ROW mapping, SUE, topographic surveys, and utility surveys.

SUE technology combines geophysics, surveying, and civil engineering to better locate underground utilities. This service helps our clients avoid costly utility conflicts and construction delays caused by inaccurately plotted utilities. Our 3-D Laser Scanning equipment allows our survey crews to accurately collect field data comprehensively and, most importantly, safely. Dewberry is one of a select few firms in the state to have this technology.

### Environmental/Permitting Services

From determining wetland lines to the understanding of current rules and regulations for water management districts, our staff has full understanding and experience in providing these services for cities and other governmental agencies. We have obtained permits with the various local, state, and federal agencies for a variety of projects. We understand how to prepare permit applications, work closely with the agencies and obtain permits for your projects. Dewberry will track the permit status for each agency, keep the District informed of the progress of all permits and respond promptly to all requests for additional information.

As part of our efforts for Holly Hill Road East CDD, we will assist in determining the permits needed for each development project along with the anticipated schedules for obtaining each permit. Additionally, we have experience in permitting with governmental agencies such as the Water Management Districts, FDEP, Florida Fish and Wildlife Conservation Commission (FFWCC), U.S. Army Corps of Engineers (USACE), and FDOT. We have staff that consists of both engineers and environmental scientists, many of which have worked previously for various permitting agencies.

### Landscape Architecture/Planning

Dewberry has extensive landscape architecture experience throughout Florida. Our project experience includes residential, retail office, mixed-use, streetscapes, and recreational uses as well as hardscape and irrigation design. Our hardscape designs have included corporate plazas, streetscapes, fountains, amenity areas for multi-family projects, and urban plazas.

Our planning services to Holly Hill Road East CDD will include presentations to CDD Commissioners and public meetings, where we would provide assistance to the District for the understanding of technical issues,



## H. ADDITIONAL INFORMATION

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proposed developments, projected roadway designs, possible ROW changes, and to provide a professional and expert opinion on issues that may be needed by the District. Dewberry can assist the District with the following planning services:

- Comprehensive planning
- Review of comprehensive plan amendments
- Preparing land development regulations, including form based codes, GIS, and mapping services
- Transportation planning
- Revitalization/redevelopment planning

### Construction Administration/CEI

We have continually provided construction administration services to our clients on most of the projects we have designed. Dewberry understands the importance of establishing and maintaining budgets. As a project is constructed, it is imperative that our team monitor the project budget and keep the District consistently informed. We have worked with many cities and counties on providing all construction services, including the assistance in the preparation of bid documents, prebid meetings, pre-construction meetings, construction administration, site observation, pay application review, and approvals. We also provide shop drawing reviews and approvals per construction documents. We will provide assistance to District staff in the administration of construction contracts. Our team is currently providing these services to many municipalities across the state of Florida.

Our construction administration staff is prepared to support the District in various construction management related tasks. We routinely perform these services for both our public and private clients. Our services include:

- Construction Inspection
- Shop Drawing Review
- Pay Application Verification
- Construction Scheduling
- Utility Company Coordination
- Final Regulatory Acceptance
- Record Drawings
- Project Value Engineering
- Bid Document Preparation
- Bid Summarization and Analysis
- Contract Preparation

### Task Initiation

Our Project Approach will vary due to the type of assignment; however, the important first steps in task initiation involve data gathering and scope development.

### Data Gathering

This phase consists of defining the project objectives, identifying elements involved in the task, conducting a field review meeting (if required) and developing a detailed scope of services.

This phase will begin once a specific task or project has been identified by the District. Once identified, we will coordinate with the District to obtain all existing information. This data collection effort is very important in that it provides us valuable information prior to developing the scope of services.

If applicable or desired, an on-site field review meeting will be held jointly with the District and other appropriate agencies to discuss the task objectives and identify areas of concern. Discussions regarding the projects background, scope requirements, project constraints, and other relevant issues will be held to reach an understanding of the overall project goals. Based on the data collection effort and the initial on-site field meeting, the specific plan elements required for the task will be identified and agreed to with the District prior to developing a scope of services.

### Scope Development

A detailed scope of services, fee estimate, and schedule for each task will be developed based on the data gathering efforts and discussions. This scope and work effort will be heavily influenced by the quality of the data collected and the specific needs of each task. Man-hour estimates will be provided for each discipline involved. The scope and work effort will be prepared and negotiated quickly, so as not to affect the schedule.

### Other Considerations

#### COST CONTROL

We constantly review our designs and look for ways to save our clients time and money. We exercise common sense engineering to provide practical design solutions and not merely based on the way things have always been done in the past.

#### PROJECT COSTS

We understand the financial constraints that clients face, due to the budget cuts and rising construction and ROW costs. We will review all designs, prepared by Dewberry or others, for cost savings measures that will

## H. ADDITIONAL INFORMATION

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not affect the intention or safety of the project. Our recent experience has shown that minor changes in the design can save materials, and reduce or avoid costly business damage claims and/or ROW impacts. Another key to cost controls is to estimate costs early in the design process and as the design evolves, not just near the end of the design process. Early cost estimating allows for more options to be explored to keep projects within budget or to notify the District that budgets may need to be adjusted.

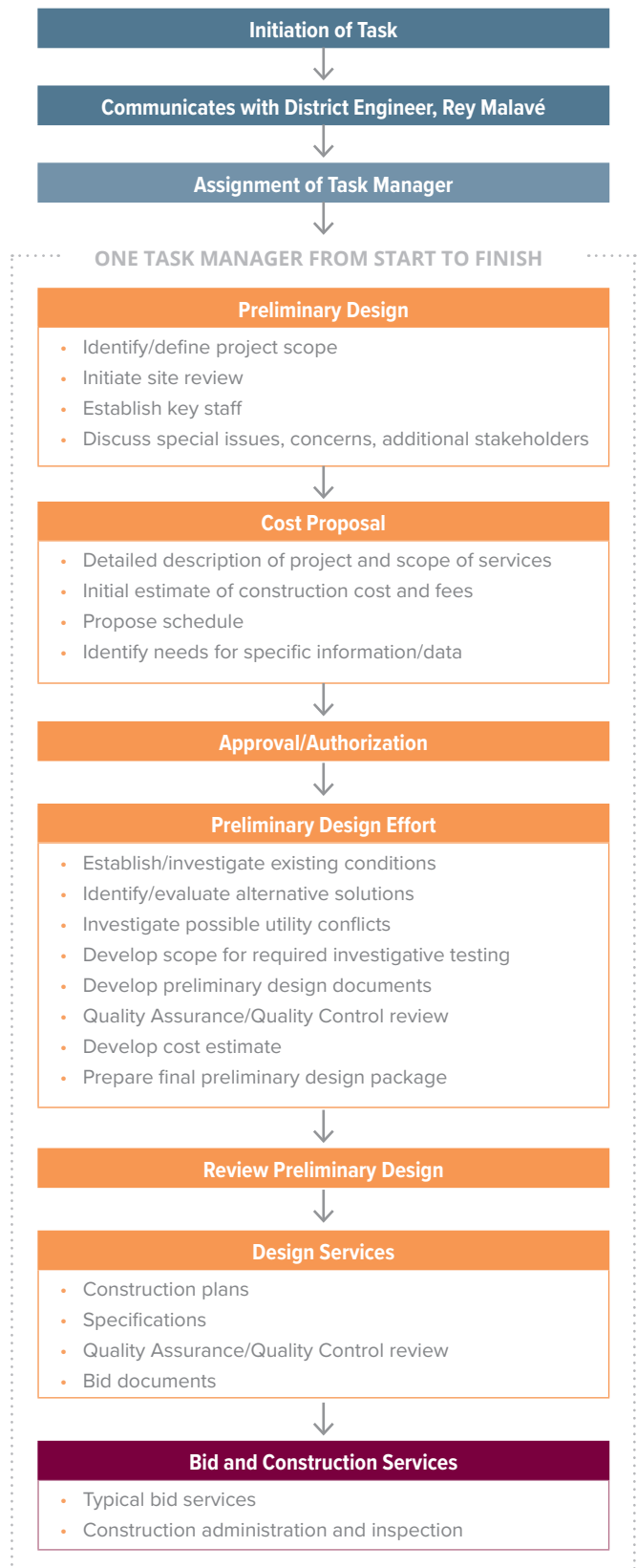
### PROJECT SCHEDULE

The importance of maintaining the project schedule through the design or review process cannot be overstated. Dewberry is committed to developing and adhering to the project schedule for each assignment. This is important to us because if we fail to successfully complete any assignment on time, our ability to obtain additional assignments with Holly Hill Road East will be limited. Furthermore, we will maintain an overall schedule of projects to help with internal and external coordination. We fully understand what is required to keep a project on schedule. The following proven actions will be used by our team to control the project schedule:

- **Experienced Client Manager:** Our District Engineer, Rey Malave, routinely manages multi-discipline projects, where coordination is critical. Dewberry's wide range of in-house services ensures close coordination between each discipline, enabling us to direct our staffing resources.
- **Weekly Team Meetings:** Coordination will be ensured through weekly team meetings. These meetings will be used to track progress on individual tasks and as a planning tool.
- **Monthly Progress Reports:** Monthly progress reports will be supplied to the Holly Hill Road East. These reports will be an effective snapshot of the status of each assignment and will be used to identify any potential schedule issues.
- **Being Proactive:** While managing the schedule, we will be proactive (vs. reactive) on all tasks. Emphasis will be placed on the activity start dates to ensure timely completion.

### NPDES MS4 PROGRAM SUPPORT

Having completed numerous programs for other cities and counties, we understand the MS4 Program and have the staff that will assist the CDD in updates, compliance questions, and recommendations as needed in the ongoing program.



## H. ADDITIONAL INFORMATION

30. PROVIDE ANY ADDITIONAL INFORMATION REQUESTED BY THE AGENCY. ATTACH ADDITIONAL SHEETS AS NEEDED.

### INDEPENDENT PEER REVIEW

An independent peer review is performed for each phase submittal. This review is performed by senior level staff not directly involved in the project and may be located in a separate office.

### CONSTRUCTABILITY/BIDABILITY REVIEW

Prior to the 90 and 100 percent submittals, the plans will be subjected to a constructability/bidability review. This review will be performed by our in-house construction administrators.

### Quality Assurance/Quality Control

Dewberry understands the value of repeat business. Our commitment to personalized client service is such that we guarantee we will respond to each client's needs promptly and effectively. From the beginning, we recognized that functional efficiency and technical excellence must be provided as a matter of course in engineering design. Each project produced by our firm reflects this corporate commitment to excellence and our insurance is our Quality Control Plan. Our Quality Assurance Plan and procedures are based on the philosophies that:

- **Plan:** Quality is controlled by adequate planning, coordination, supervision and technical direction, proper definition of job requirements and procedures, and the involvement of experienced professionals.
- **Do:** Quality is achieved by individuals performing work functions carefully and "doing it right the first time".
- **Check:** Quality is verified through checking, reviewing, and supervising work activities, with documentation by objective individuals who were not directly responsible for performing the initial work.
- **Act:** Quality is ensured by having a manager perform quality assurance functions that involve monitoring and close review of not only the work but also the procedures used in performing the work.

### Asset Management

Dewberry is a leader in developing comprehensive, strategic asset management programs for public infrastructure. We typically utilize and coordinate with IT, GIS, mapping, and other appropriate technologies. Our asset management services are part of an approach for helping clients build dynamic, sustainable organizations that are capable of and committed to delivering the highest possible level of value and service to their customers.

Our team brings a level of credibility to the process that cannot be gained from a strict management-only consulting approach. Over the coming future years, aging infrastructure will require an increasing higher portion of an organization's Capital and Renewal & Replacement (R&R) dollars. Planning today must focus on risk based assessments, including targeted condition assessment to quantify and prioritize limited R&R and capital dollars. The Dewberry Team is comprised of subject matter experts that champion this innovative approach.

## I. AUTHORIZED REPRESENTATIVE

The foregoing is a statement of facts.

31. SIGNATURE

33. NAME AND TITLE

Rey Malavé, PE, Associate Vice President

32. DATE

2.28.2022





## SECTION 2: Firm Licenses

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# FIRM LICENSES

## State Licenses

### *State of Florida Department of State*

I certify from the records of this office that DEWBERRY ENGINEERS INC. is a New York corporation authorized to transact business in the State of Florida, qualified on December 26, 2000.

The document number of this corporation is F00000007242.

I further certify that said corporation has paid all fees due this office through December 31, 2021, that its most recent annual report/uniform business report was filed on June 14, 2021, and that its status is active.

I further certify that said corporation has not filed a Certificate of Withdrawal.

*Given under my hand and the  
Great Seal of the State of Florida  
at Tallahassee, the Capital, this  
the Fourteenth day of January,  
2022*



*Samuel R. Bee*  
Secretary of State

Tracking Number: 4712508670CU

To authenticate this certificate, visit the following site, enter this number, and then follow the instructions displayed.

<https://services.sunbiz.org/Filings/CertificateOfStatus/CertificateAuthentication>





Florida Department of Agriculture and Consumer Services  
Division of Consumer Services  
Board of Professional Surveyors and Mappers  
2005 Apalachee Pkwy Tallahassee, Florida 32399-6500

License No.: **LB8011**  
Expiration Date February 28, 2023

**Professional Surveyor and Mapper Business License**

Under the provisions of Chapter 472, Florida Statutes

DEWBERRY ENGINEERS INC.  
800 N MAGNOLIA AVE STE 1000  
ORLANDO, FL 32803-3251

*Nicole Fried*

NICOLE "NIKKI" FRIED  
COMMISSIONER OF AGRICULTURE

This is to certify that the professional surveyor and mapper whose name and address are shown above is licensed as required by Chapter 472, Florida Statutes.

Please be advised that as of February 2021, the Florida Board of Professional Engineers (FBPE) does not require companies to renew their engineering licensure and therefore no longer have printable licenses nor applicable expiration dates, only a requirement that they be currently listed on the Board's registry. Dewberry Engineers Inc. is up-to-date on professional registration to the board, which can be confirmed with a Florida Department of Business & Professional Regulation (DBPR) licensee search.

The screenshot shows the DBPR Online Services interface. The top navigation bar includes the Florida DBPR logo, a 'Log On' button, and a 'Home' link. A sidebar on the left contains a menu with options: Search for a Licensee, Apply for a License, View Application Status, Find Exam Information, File a Complaint, AB&T Delinquent Invoice & Activity List Search. The main content area displays the following information:

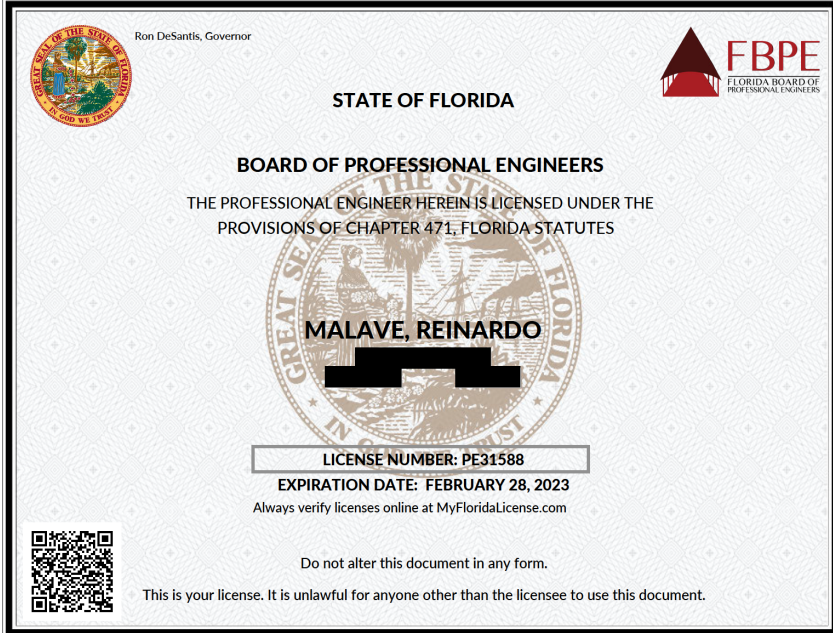
Licensee Details	
<b>Licensee Information</b>	
Name:	DEWBERRY ENGINEERS INC. (Primary Name)
Main Address:	8401 ARLINGTON BLVD. FAIRFAX Virginia 22031
County:	OUT OF STATE
License Mailing:	
LicenseLocation:	
<b>License Information</b>	
License Type:	Registry
Rank:	Registry
License Number:	8794
Status:	Current
Licensure Date:	02/09/2001
Expires:	
<b>Special Qualifications</b>	
Qualification Effective	
<b>Alternate Names</b>	

The screenshot shows the DBPR Online Services interface for a different licensee. The top navigation bar and sidebar are identical to the previous screenshot. The main content area displays the following information:

Licensee Details	
<b>Licensee Information</b>	
Name:	BEIGHT, JAMES L (Primary Name) DEWBERRY ARCHITECTS INC (DBA Name)
Main Address:	8401 ARLINGTON BLVD FAIRFAX Virginia 22031-4666
County:	OUT OF STATE
License Mailing:	
LicenseLocation:	
<b>License Information</b>	
License Type:	Architect
Rank:	Architect
License Number:	AR0012022
Status:	Current,Active
Licensure Date:	12/07/1987
Expires:	02/28/2023
<b>Special Qualifications</b>	
Qualification Effective	
<b>Alternate Names</b>	



## Individual Licenses



This is a professional engineer license for Reinardo Malave, issued by the Florida Board of Professional Engineers (FBPE). The license is for the State of Florida and is valid until February 28, 2023. The license number is PE31588. The license holder's name is partially redacted with a black box. The license includes a QR code and a warning not to alter the document.

Ron DeSantis, Governor

STATE OF FLORIDA

FBPE  
FLORIDA BOARD OF PROFESSIONAL ENGINEERS

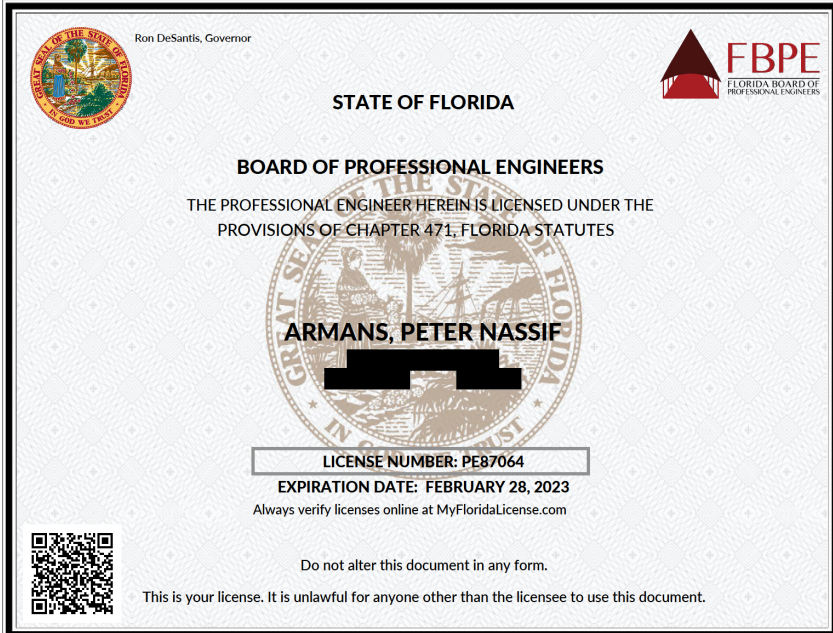
BOARD OF PROFESSIONAL ENGINEERS

THE PROFESSIONAL ENGINEER HEREIN IS LICENSED UNDER THE PROVISIONS OF CHAPTER 471, FLORIDA STATUTES

**MALAVE, REINARDO**

LICENSE NUMBER: PE31588  
EXPIRATION DATE: FEBRUARY 28, 2023  
Always verify licenses online at MyFloridaLicense.com

Do not alter this document in any form.  
This is your license. It is unlawful for anyone other than the licensee to use this document.



This is a professional engineer license for Peter Nassif Armans, issued by the Florida Board of Professional Engineers (FBPE). The license is for the State of Florida and is valid until February 28, 2023. The license number is PE87064. The license holder's name is partially redacted with a black box. The license includes a QR code and a warning not to alter the document.

Ron DeSantis, Governor

STATE OF FLORIDA

FBPE  
FLORIDA BOARD OF PROFESSIONAL ENGINEERS

BOARD OF PROFESSIONAL ENGINEERS



THE PROFESSIONAL ENGINEER HEREIN IS LICENSED UNDER THE PROVISIONS OF CHAPTER 471, FLORIDA STATUTES

**ARMANS, PETER NASSIF**

LICENSE NUMBER: PE87064  
EXPIRATION DATE: FEBRUARY 28, 2023  
Always verify licenses online at MyFloridaLicense.com

Do not alter this document in any form.  
This is your license. It is unlawful for anyone other than the licensee to use this document.


Ron DeSantis, Governor



STATE OF FLORIDA


BOARD OF PROFESSIONAL ENGINEERS

THE PROFESSIONAL ENGINEER HEREIN IS LICENSED UNDER THE PROVISIONS OF CHAPTER 471, FLORIDA STATUTES





**CARRIGAN, SEAN VICTOR**  
[REDACTED]

LICENSE NUMBER: PE73041  
EXPIRATION DATE: FEBRUARY 28, 2023  
Always verify licenses online at MyFloridaLicense.com



Do not alter this document in any form.  
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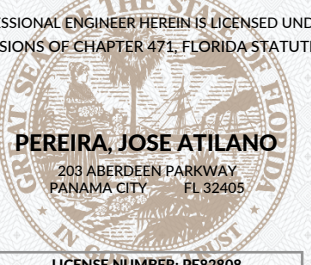
Ron DeSantis, Governor



STATE OF FLORIDA


BOARD OF PROFESSIONAL ENGINEERS

THE PROFESSIONAL ENGINEER HEREIN IS LICENSED UNDER THE PROVISIONS OF CHAPTER 471, FLORIDA STATUTES



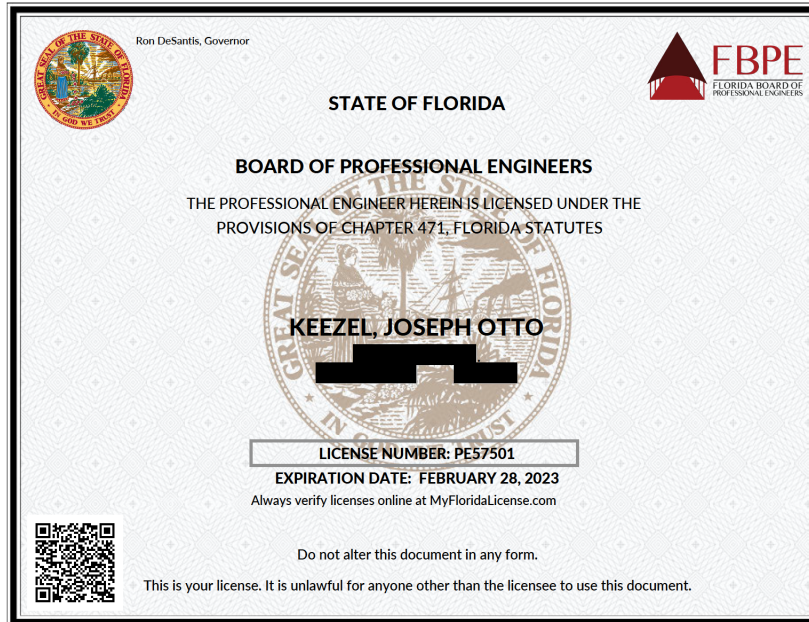
**PEREIRA, JOSE ATILANO**  
203 ABERDEEN PARKWAY  
PANAMA CITY FL 32405

LICENSE NUMBER: PE82808  
EXPIRATION DATE: FEBRUARY 28, 2023  
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This is a professional engineer license for Joseph Otto Keezel, issued by the Florida Board of Professional Engineers (FBPE). The license is for the State of Florida and is valid until February 28, 2023. The license number is PE57501. The document includes the state seal, the governor's name (Ron DeSantis), and a QR code for verification.

Ron DeSantis, Governor

**STATE OF FLORIDA**

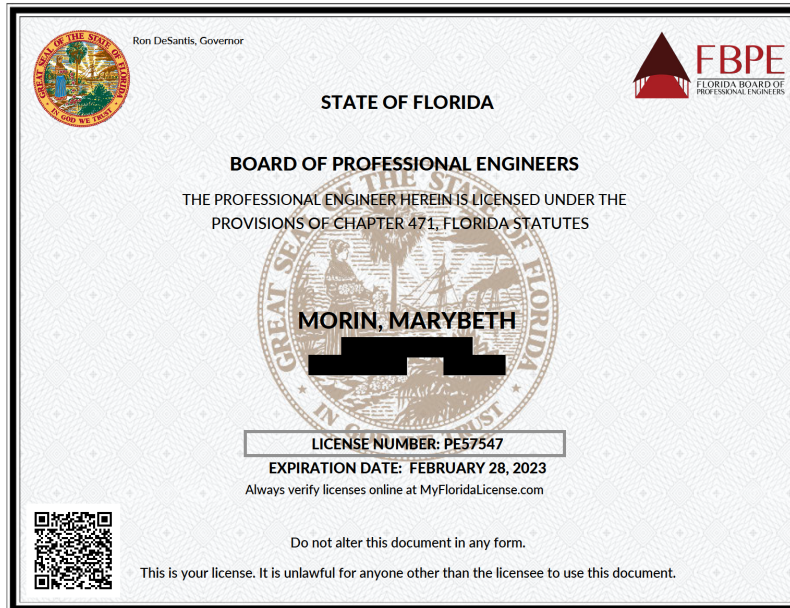
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**KEEZEL, JOSEPH OTTO**

LICENSE NUMBER: PE57501  
EXPIRATION DATE: FEBRUARY 28, 2023  
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This is a professional engineer license for Marybeth Morin, issued by the Florida Board of Professional Engineers (FBPE). The license is for the State of Florida and is valid until February 28, 2023. The license number is PE57547. The document includes the state seal, the governor's name (Ron DeSantis), and a QR code for verification.

Ron DeSantis, Governor

**STATE OF FLORIDA**

**BOARD OF PROFESSIONAL ENGINEERS**

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**MORIN, MARYBETH**

LICENSE NUMBER: PE57547  
EXPIRATION DATE: FEBRUARY 28, 2023  
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**Society of Wetland Scientists  
Professional Certification Program, Inc**  
renews the designation  
**Professional Wetland Scientist**  
For  
**Nicole Gough**  
In recognition of all the professional requirements approved by the Society of Wetland Scientists Certification Renewal Program, and verified by the Society's Certification Renewal Review Panel.  
Professional Wetland Scientist Number 2585 issued on 7/15/2015 and recertified on 2/1/2020.  
Due to recertify again by 7/15/2025.

  
Matthew Simpson, PWS  
President

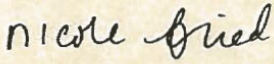
  
Pat Frost, PWS  
Certification Renewal Chair



  
Florida Department of Agriculture and Consumer Services  
Division of Consumer Services  
Board of Professional Surveyors and Mappers  
2005 Apalachee Pkwy Tallahassee, Florida 32399-6500  
License No.: **LS5381**  
Expiration Date February 28, 2023

**Professional Surveyor and Mapper License**  
Under the provisions of Chapter 472, Florida Statutes

**WILLIAM DOUGLAS DONLEY**  
[REDACTED]

  
NICOLE "NIKKI" FRIED  
COMMISSIONER OF AGRICULTURE

This is to certify that the professional surveyor and mapper whose name and address are shown above is licensed as required by Chapter 472, Florida Statutes.

Ron DeSantis, Governor

Halsey Beshears, Secretary



**STATE OF FLORIDA**  
**DEPARTMENT OF BUSINESS AND PROFESSIONAL REGULATION**


**BOARD OF LANDSCAPE ARCHITECTURE**

THE LANDSCAPE ARCHITECT HEREIN HAS REGISTERED UNDER THE  
PROVISIONS OF CHAPTER 481, FLORIDA STATUTES



**URCHUK, MICHAEL JOHN**  
[REDACTED]

LICENSE NUMBER: LA6666675  
EXPIRATION DATE: NOVEMBER 30, 2021  
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## SECTION 3: Qualifications and Experience

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# QUALIFICATIONS AND EXPERIENCE

## Ability and Adequacy of Professional Personnel

We have carefully selected our team of professionals and technical experts to match our experience and expertise with the qualifications required. Our firm has a varied array of experience, disciplines, and available resources available to provide the required services to the Holly Hill Road East CDD. Our team can provide engineering design, planning management, technical, and administrative services as requested by Holly Hill Road East CDD and will make a commitment to prioritize the CDD's needs.

Our District Engineer, **Rey Malavé, PE**, Associate Vice President at Dewberry, has 42 years of civil engineering experience for both public and private clients and has served as the project manager for numerous private commercial and residential developments across Florida. This includes Dowden West CDD in Orlando, Live Oak Lake CDD (Twin Lakes Development) in Osceola County, Cascades at Groveland CDD in Groveland; Baytree CDD in Brevard County, and the Lakewood Ranch CDDs in Sarasota and Manatee Counties.

Rey has a proven track record for meeting budgets and schedules on complex and short time frame design projects. He is known for his ability to quickly adapt to changing schedules, design parameters, and client needs. Rey's diversified background in engineering design includes all aspects of land development engineering including master drainage, stormwater management design, site grading, water and reclaim distribution, sewer collection/transmission systems, and project reviews for permitting agencies.

Serving as Assistant District Engineer is **Peter Armans, PE**. He has 12 years of experience in planning, design, rehabilitation, condition assessment, and construction management of water distribution systems, sewer conveyance systems, and stormwater management systems. He provides oversight and review for various inspection technologies and methodologies and has in-depth experience with scoping, budgeting, advertising, and negotiating construction activities and contracts.

## Why Dewberry?



**District Engineer for 25+ CDDs across Florida**



**Local, experienced District Engineer ready to work for you**



**Comprehensive understanding of CDD's infrastructure and operational needs**



**300+ employees in 15 offices within Florida, including a local office in Orlando**



**Cohesive group of professionals integrated across service areas to leverage success for our clients**



**60+ years helping clients build and shape communities**

Our project management and organizational structure within each key service areas demonstrates our thorough understanding of the scope of this contract and our desire to meet the objectives of the project assignments.

Our senior experienced professionals are all well versed in addressing their particular specialty area and have associates working under their direction to efficiently tackle any assignment from Holly Hill Road East CDD. This organizational structure has a long history of success as a model that Dewberry has implemented across the country for similar CDDs and public agencies.

We will continue to develop and apply innovative concepts and techniques to effectively and efficiently design and manage all tasks. It is important to note that Dewberry is a full-service civil engineering firm that can meet your needs for any project – large or small. Dewberry can react quickly to your requests and provide all technical support under one roof.





**FIGURE 3.1** We build strong and lasting relationships with our clients. The caliber of our people and combining unsurpassed client service with deep subject matter expertise is what sets us apart. We operate with the highest level of ethics and transparency. Our integrity—and that of our people—is second to none. Personal commitment to our clients and standing behind our work are two central tenants of our cultural statement, “Dewberry at Work.”

.....

For more information on our project management team, we have provided resumes in our Standard Form 330 included in **Section 1: Standard Form 330** of our proposal.

### Certified Minority Business

Dewberry Engineers Inc. is not a certified minority business.

### Willingness to Meet Time and Budget Requirements

Dewberry recognizes the importance of maintaining project budgets. We have a long history of providing on-schedule services and projects that fit within the client’s budget. Over 85% of our work is from repeat clients ... a testament to our ability to work within a budget and schedule.

The following proven actions will be used by our team to control the project budget:

- **Experienced Staff:** The most effective means of meeting the design budget and schedule is by using experienced staff with the knowledge, training, and equipment necessary to perform their assigned tasks. Dewberry’s Project Team has these attributes.
- **Construction Budget Controls:** We are acutely aware of the volatile construction materials market and its impact on construction budgets. As such, we periodically update our cost data to ensure that the most current unit prices are being used for the construction cost estimates.
- **Project Schedule:** One way we keep costs in line is by developing and maintaining a schedule for each task. We build a design quality control checking date into every schedule prior to the submittal date for all project deliverables. We have found that focusing on the submittal date often results in rushed or incomplete quality control checks of the plans. Therefore, we will schedule a quality check date at least two weeks prior to the submittal date to make sure that the process is completed. This also allows our District Engineer and team to focus on the quality control date, resulting in plenty of time for the process to work and thus further committing to the project’s budget.



### Past Experience and Performance

For more than 45 years, our land development professionals have combined an unsurpassed commitment to serving Florida developers with a deep subject matter expertise in a broad spectrum of professional services. We have served as District Engineer for over 25 CDDs across Florida, varying in size from 200 acres to close to 10,000 acres. We are experienced in CDDs from the creation to the continued operations.

Our clients benefit from our local experience and presence, and our familiarity with entitlement issues, plan development and review processes, and local codes and ordinances. We offer creative and cost-effective designs that transform communities.

We provide our residential clients with a range of services that include land planning, entitlement approval, infrastructure design and permitting, surveying, stormwater modeling, environmental review and permitting, sustainable design, landscape architecture, and cost and schedule estimating. We envision and help realize



possibilities to enrich communities, restore built and natural environments, and manage positive change.

The following table demonstrates our CDD experience throughout Florida:

<u>CDD/Location</u>	District Engineer	Planning	Due Diligence	Civil Engineering	Roadway Design	Stormwater Design	Environmental/Permitting	Landscape Architecture	Survey	Construction Admin
<b>Baytree CDD</b> , Brevard County, FL	●	●		●	●	●	●			●
<b>Cascades at Groveland CDD</b> , Groveland, FL	●	●	●	●	●	●	●		●	●
<b>Country Greens CDD (Sorrento Springs CDD)</b> , Lake County, FL	●	●	●	●	●	●	●	●	●	●
<b>Covington Park CDD</b> , Hillsborough County, FL	●	●		●	●	●	●	●	●	●
<b>Deer Run CDD</b> , Flagler County, FL	●	●		●	●	●		●	●	●
<b>Dowden West CDD</b> , Orange County, FL	●	●	●	●	●	●	●	●	●	●
<b>East Park CDD</b> , Orange County, FL	●	●		●			●		●	●
<b>Greater Lakes - Sawgrass Bay CDD</b> , Lake Wales, FL	●	●		●			●		●	●
<b>Highland Meadows CDD</b> , Polk County, FL	●	●		●	●	●	●	●	●	●
<b>Lake Emma CDD</b> , Groveland, FL	●	●	●	●	●	●	●		●	●
<b>Lakewood Ranch CDDs 1, 2, 4, 5, 6</b> , Manatee County, FL	●	●		●			●	●	●	●
<b>Lakewood Ranch Stewardship</b> , Manatee County, FL	●	●		●	●	●			●	
<b>Live Oak Lake (Twin Lakes Development) CDD</b> , Osceola County, FL	●	●	●	●	●	●	●	●	●	●

<u>CDD/Location</u>	District Engineer	Planning	Due Diligence	Civil Engineering	Roadway Design	Stormwater Design	Environmental/Permitting	Landscape Architecture	Survey	Construction Admin
Montecito CDD, Brevard County, FL	●			●					●	●
Narcoossee CDD, Orange County, FL	●	●		●			●		●	●
On-Top-of-the-World CDDs, Marion County, FL	●	●		●	●	●			●	●
Osceola Chain of Lakes, Osceola County, FL	●	●	●	●	●	●	●	●	●	●
Reedy Creek Improvement District, Osceola County, FL	●	●		●			●		●	●
Reunion Resort CDD, Osceola County, FL	●	●		●		●			●	●
Verandas CDD, Pasco County, FL	●	●		●			●		●	●
Viera CDD, Brevard County, FL	●	●		●			●		●	●
VillaSol CDD, Osceola County, FL	●	●		●	●	●		●	●	●
West Villages Improvement District, Sarasota County, FL	●	●	●	●	●	●	●	●	●	●

### Geographic Location

With 15 office locations and over 300 employees in Florida, we bring expertise, qualifications, and resources to clients throughout the State.

Located in our Orlando office, Rey and Peter will be responsive, make frequent visits, and be readily available for meetings, presentations, or site visits. Additionally, our project team includes local, Orlando staff members proposed for this contract, which leads all components of our assignments to be developed concurrently by a cohesive team.

By utilizing our extensive presence within Central Florida, our approach to the District’s projects will combine our understanding of the various project assignments with our experience in identifying the District’s needs to develop the appropriate project team for each assignment. This allows us to minimize the time needed from project request to “boots on the ground” activity.

In addition, our Project Team is supported by nationally-recognized subject matter experts and dedicated quality control staff who have the required capacity to provide the array of required services to the Holly Hill Road East. This depth of organization permits us to call upon specialists and a broad base of support to satisfy diverse or manpower intensive tasks.

### Current and Projected Workloads

Dewberry has an excellent track record of meeting time and budget requirements on the projects we have highlighted in this response and will meet this goal with the Holly Hill Road East CDD. **We are fully available for this contract!**

Our team, supported by a strong in-house team of infrastructure design specialists, planners, surveyors, environmental scientists, ROW mappers, roadway engineers, MOT engineers, and construction inspection personnel, has the capacity to address all of the District’s needs throughout the term of this contract.

Due to the capacity and availability of our proposed staff, we can commit to the District our dedicated team members for these important projects.

### Volume of Work Previously Awarded to Consultant by District

Although Dewberry has not worked for the Holly Hill Road East CDD, we have extensive working experience with numerous CDDs. As demonstrated throughout our proposal, we currently serve as the District Engineer for over 25 CDDs in Florida, which allows us to provide Holly Hill Road East with the unique experience, familiarity, and understanding of the type of services that will be requested.





 **Dewberry**<sup>®</sup>

[www.dewberry.com](http://www.dewberry.com)

# SECTION VI

# SECTION C



# Holly Hill Road East CDD

## Field Management Report



March 02, 2022

Clayton Smith

Field Services Manager

GMS

# Complete

## Landscaping and General Maintenance

- + Monitoring site with landscaper.
- + Annual Crepe Myrtle trim was completed.





# Complete

## Landscaping and General Maintenance

- ✚ Trash cleanup at playground and mailboxes in Citrus Reserve.
- ✚ Replaced missing parts and repaired fence in Citrus Landing.

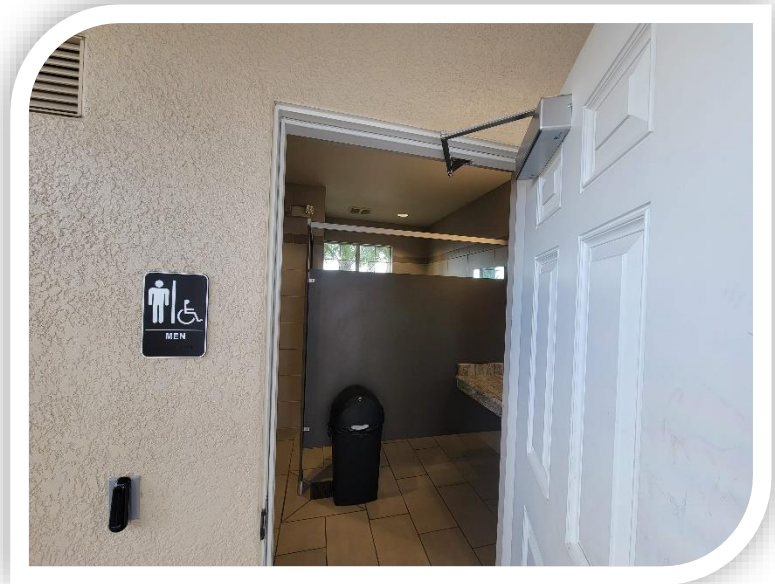




# Complete

## Amenity Review

- + Playground inspection.
- + Weekly reviews of facility.
- + Minor repairs to restroom doors.
- + Restrooms have been locked so they are key card access only due to a recent string of Vandalism issues, restrooms are
- + Replaced broken fan.
- + Added caps to dog park fence bolts.



# In Progress

## Citrus Isles Washout Repair

✚ Approved grading and sod work for Citrus Isles washout are being coordinated and will be scheduled once materials arrive and weather conditions are right for sod growth.



## Pressure Washing

✚ Small CDD tract sidewalk areas are on schedule for pressure washing.



# Upcoming

## Shade cloth cleaning

✚ Shade cloth by pool is being scheduled for a clean before Spring.





# Site Items

## Raised Pipes in Citrus Isles

- ✚ Work with city to get the raised valve access caps fixed.



## Sod Gaps

- ✚ Monitoring sod gaps in new phases .



# Site Items

## Monitor

- ✚ Monitoring some plantings that were hurt by cold. Expect most to rebound with warmer weather.
- ✚ Fence concerns at Citrus Reserve.



# Site Items

## Follow Up

✚ Incomplete sidewalk sections by entrances



# Conclusion

For any questions or comments regarding the above information, please contact me by phone at 407-201-1514, or by email at [csmith@gmscfl.com](mailto:csmith@gmscfl.com). Thank you.

Respectfully,  
Clayton Smith

# SECTION D



# SECTION 1

# Holly Hill Road East Community Development District

## Summary of Checks

January 26, 2022 to February 19, 2022

<b>Bank</b>	<b>Date</b>	<b>Check No.'s</b>	<b>Amount</b>
General Fund	2/7/22	235-240	\$ 14,018.15
	2/14/22	241-242	\$ 4,509.45
			<hr/>
			\$ 18,527.60
			<hr/>
			\$ <b>18,527.60</b>

CHECK DATE	VEND#	INVOICE DATE	INVOICE YRMO	DPT ACCT#	SUB	SUBCLASS	VENDOR NAME	STATUS	AMOUNT	....CHECK.... AMOUNT
2/07/22	00048	2/02/22	AB020220	202202	310-51300-11000			*	200.00	200.00 000235
						SUPERVISOR FEES 02/02/22	ASHLEY BAKSH			
2/07/22	00051	2/02/22	BK020220	202202	310-51300-11000			*	200.00	200.00 000236
						SUPERVISOR FEES 02/02/22	BRENT KEWLEY			
2/07/22	00060	2/02/22	JF020220	202202	310-51300-11000			*	200.00	200.00 000237
						SUPERVISOR FEES 02/02/22	JUSTIN FRYE			
2/07/22	00023	2/02/22	PM020220	202202	310-51300-11000			*	200.00	200.00 000238
						SUPERVISOR FEES 02/02/22	PATRICK MARONE			
2/07/22	00025	1/14/22	5382	202201	320-53800-47300			*	36.40	
						IRRIGATION REPAIRS-JAN 22				
2/01/22	5337	202202	320-53800-46200			LAWN MAINTENANCE - FEB 22		*	10,282.75	
2/01/22	5337	202202	330-53800-48200			AMENITY LAWN MAINT-FEB 22		*	1,549.00	
							PRINCE & SONS INC.			11,868.15 000239
2/07/22	00050	2/01/22	15409	202202	330-53800-48100			*	1,350.00	
						POOL MAINTENANCE - FEB 22				
2/14/22	00001	2/01/22	73	202202	310-51300-34000			*	3,004.17	
						MANAGEMENT FEES - FEB 22				
2/01/22	73	202202	310-51300-35200			WEBSITE MANAGEMENT-FEB 22		*	100.00	
2/01/22	73	202202	310-51300-35100			INFORMATION TECH - FEB 22		*	150.00	
2/01/22	73	202202	310-51300-31300			DISSEMINATION SVCS-FEB 22		*	541.67	
2/01/22	73	202202	330-57200-12000			AMENITY ACCESS - FEB 22		*	416.67	
2/01/22	73	202202	310-51300-51000			OFFICE SUPPLIES		*	.72	
2/01/22	73	202202	310-51300-42000			POSTAGE		*	12.72	
							GOVERNMENTAL MANAGEMENT SERVICES-CF			4,225.95 000241
2/14/22	00058	2/10/22	1279	202201	310-51300-31500			*	283.50	
						AUDIT WEBSITE COMPLIANCE	KE LAW GROUP, PLLC			283.50 000242

TOTAL FOR BANK A 18,527.60  
 HHRD HOLLY HILL CDD KCOSTA

BANK A GENERAL FUND

CHECK DATE	VEND#	.....INVOICE.....	DATE	INVOICE	YRMO	DPT	ACCT#	SUB	SUBCLASS	VENDOR NAME	STATUS	AMOUNT	.....CHECK.....
													AMOUNT
TOTAL FOR REGISTER												18,527.60	

HHRD HOLLY HILL CDD KCOSTA

## SECTION 2

***Holly Hill Road East***  
***Community Development District***

***Unaudited Financial Reporting***  
***January 31, 2022***



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1	<u>Balance Sheet</u>
2-3	<u>General Fund</u>
4	<u>Series 2017 Debt Service Fund</u>
5	<u>Series 2018 Debt Service Fund</u>
6	<u>Series 2020A3 Debt Service Fund</u>
7	<u>Series 2020A4 Debt Service Fund</u>
8	<u>Combined Capital Project Funds</u>
9-10	<u>Month to Month</u>
11	<u>Long Term Debt Report</u>
12	<u>Assessment Receipt Schedule</u>



**Holly Hill Road East**  
**Community Development District**  
**Combined Balance Sheet**  
**January 31, 2022**

	General Fund	Debt Service Fund	Capital Projects Fund	Totals Governmental Funds
<b>Assets:</b>				
<b>Cash:</b>				
Operating Account	\$ 624,549	\$ -	\$ -	\$ 624,549
Capital Projects Account	\$ -	\$ -	\$ 240	\$ 240
<b>Investments:</b>				
<b>Series 2017</b>				
Reserve	\$ -	\$ 113,777	\$ -	\$ 113,777
Revenue	\$ -	\$ 176,905	\$ -	\$ 176,905
Prepayment	\$ -	\$ 661	\$ -	\$ 661
Redemption	\$ -	\$ 182	\$ -	\$ 182
<b>Series 2018</b>				
Reserve	\$ -	\$ 62,225	\$ -	\$ 62,225
Revenue	\$ -	\$ 364,658	\$ -	\$ 364,658
Interest	\$ -	\$ 0	\$ -	\$ 0
Construction	\$ -	\$ -	\$ 51	\$ 51
<b>Series 2020 A3</b>				
Reserve	\$ -	\$ 119,127	\$ -	\$ 119,127
Revenue	\$ -	\$ 988	\$ -	\$ 988
Construction	\$ -	\$ -	\$ 0	\$ 0
Cost of Issuance	\$ -	\$ -	\$ 0	\$ 0
Project Rating Agency	\$ -	\$ -	\$ 20,001	\$ 20,001
<b>Series 2020 A4</b>				
Reserve	\$ -	\$ 95,700	\$ -	\$ 95,700
Revenue	\$ -	\$ 17	\$ -	\$ 17
Construction	\$ -	\$ -	\$ 0	\$ 0
Deposits	\$ 1,160	\$ -	\$ -	\$ 1,160
Due from General Fund	\$ -	\$ 242,678	\$ -	\$ 242,678
Prepaid Expenses	\$ 1,293	\$ -	\$ -	\$ 1,293
<b>Total Assets</b>	<b>\$ 627,002</b>	<b>\$ 1,176,918</b>	<b>\$ 20,293</b>	<b>\$ 1,824,213</b>
<b>Liabilities:</b>				
Accounts Payable	\$ 5,320	\$ -	\$ -	\$ 5,320
Due to Debt Service	\$ 242,678	\$ -	\$ -	\$ 242,678
<b>Total Liabilities</b>	<b>\$ 247,998</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 247,998</b>
<b>Fund Balance:</b>				
<b>Nonspendable:</b>				
Deposits & Prepaid Items	\$ 2,453	\$ -	\$ -	\$ 2,453
<b>Restricted for:</b>				
Debt Service - Series 2017	\$ -	\$ 362,684	\$ -	\$ 362,684
Debt Service - Series 2018	\$ -	\$ 203,944	\$ -	\$ 203,944
Debt Service - Series 2020 A3	\$ -	\$ 338,898	\$ -	\$ 338,898
Debt Service - Series 2020 A4	\$ -	\$ 271,393	\$ -	\$ 271,393
Capital Projects	\$ -	\$ -	\$ 20,293	\$ 20,293
Unassigned	\$ 376,551	\$ -	\$ -	\$ 376,551
<b>Total Fund Balances</b>	<b>\$ 379,004</b>	<b>\$ 1,176,918</b>	<b>\$ 20,293</b>	<b>\$ 1,576,215</b>
<b>Total Liabilities &amp; Fund Balance</b>	<b>\$ 627,002</b>	<b>\$ 1,176,918</b>	<b>\$ 20,293</b>	<b>\$ 1,824,213</b>

**Holly Hill Road East**  
**Community Development District**  
**General Fund**

**Statement of Revenues, Expenditures, and Changes in Fund Balance**  
**For The Period Ending January 31, 2022**

	Adopted Budget	Prorated Budget Thru 01/31/22	Actual Thru 01/31/22	Variance
<b>Revenues:</b>				
Assessments - Tax Roll	\$ 486,820	\$ 446,826	\$ 446,826	\$ -
Inta-Governmental Revenue	\$ 57,994	\$ 28,838	\$ 28,838	\$ -
<b>Total Revenues</b>	<b>\$ 544,815</b>	<b>\$ 475,664</b>	<b>\$ 475,664</b>	<b>\$ -</b>
<b>Expenditures:</b>				
<b><i>General &amp; Administrative</i></b>				
Supervisor Fees	\$ 12,000	\$ 4,000	\$ 1,000	\$ 3,000
Engineering Fees	\$ 10,000	\$ 3,333	\$ -	\$ 3,333
Legal Services	\$ 35,000	\$ 11,667	\$ 1,514	\$ 10,153
Arbitrage	\$ 1,800	\$ 900	\$ 900	\$ -
Dissemination	\$ 6,500	\$ 2,167	\$ 2,267	\$ (100)
Assessment Administration	\$ 5,000	\$ 5,000	\$ 5,000	\$ -
Annual Audit	\$ 4,000	\$ -	\$ -	\$ -
Trustee Fees	\$ 14,870	\$ 13,199	\$ 13,199	\$ -
Management Fees	\$ 36,050	\$ 12,017	\$ 12,017	\$ (0)
Information Technology	\$ 1,800	\$ 600	\$ 900	\$ (300)
Website Maintenance	\$ 1,200	\$ 400	\$ 400	\$ -
Telephone	\$ 200	\$ 67	\$ -	\$ 67
Postage & Delivery	\$ 500	\$ 167	\$ 30	\$ 137
Printing & Binding	\$ 1,700	\$ 567	\$ 1	\$ 566
Office Supplies	\$ 200	\$ 67	\$ 21	\$ 45
Insurance	\$ 6,000	\$ 6,000	\$ 5,570	\$ 430
Legal Advertising	\$ 5,000	\$ 1,667	\$ 1,025	\$ 642
Contingency	\$ 3,500	\$ 1,167	\$ 218	\$ 949
Dues, Licenses & Subscriptions	\$ 175	\$ 175	\$ 175	\$ -
<b>Total General &amp; Administrative</b>	<b>\$ 145,495</b>	<b>\$ 63,158</b>	<b>\$ 44,237</b>	<b>\$ 18,921</b>

**Holly Hill Road East**  
**Community Development District**  
**General Fund**

**Statement of Revenues, Expenditures, and Changes in Fund Balance**  
**For The Period Ending January 31, 2022**

	Adopted Budget	Prorated Budget Thru 01/31/22	Actual Thru 01/31/22	Variance
<b><u>Operations &amp; Maintenance</u></b>				
<b>Field Expenditures</b>				
Field Management	\$ 15,000	\$ 5,000	\$ 5,000	\$ -
Electric	\$ 3,720	\$ 1,240	\$ 1,572	\$ (332)
Streetlighting	\$ 40,800	\$ 13,600	\$ 8,164	\$ 5,436
Water & Sewer	\$ 1,000	\$ 333	\$ -	\$ 333
Property Insurance	\$ 6,000	\$ 6,000	\$ 3,227	\$ 2,773
Landscape Maintenance	\$ 125,000	\$ 41,667	\$ 41,131	\$ 536
Landscape Replacement & Enhancements	\$ 20,000	\$ 6,667	\$ 3,188	\$ 3,479
Irrigation Repairs	\$ 5,000	\$ 1,667	\$ 284	\$ 1,383
General Repairs & Maintenance	\$ 15,000	\$ 5,000	\$ 3,020	\$ 1,980
Contingency	\$ 2,680	\$ 893	\$ 135	\$ 759
<b>Subtotal Field Expenditures</b>	<b>\$ 234,200</b>	<b>\$ 82,067</b>	<b>\$ 65,721</b>	<b>\$ 16,346</b>
<b>Amenity Expenditures</b>				
Property Insurance	\$ 8,500	\$ 8,500	\$ 7,902	\$ 598
Amenity Landscaping	\$ 20,000	\$ 6,667	\$ 6,196	\$ 471
Amenity Landscape Replacement	\$ 7,500	\$ 2,500	\$ -	\$ 2,500
Electric	\$ 15,600	\$ 5,200	\$ 4,897	\$ 303
Water	\$ 680	\$ 227	\$ 159	\$ 68
Internet	\$ 2,100	\$ 700	\$ 790	\$ (90)
Janitorial Services	\$ 5,400	\$ 1,800	\$ 1,800	\$ -
Pest Control	\$ 600	\$ 200	\$ 200	\$ -
Amenity Access Management	\$ 5,000	\$ 1,667	\$ 1,667	\$ (0)
Amenity Repairs & Maintenance	\$ 15,000	\$ 5,000	\$ 995	\$ 4,005
Pool Maintenance	\$ 16,200	\$ 5,400	\$ 5,400	\$ -
Playground Lease	\$ 51,600	\$ 17,200	\$ 17,118	\$ 82
Contingency	\$ 3,440	\$ 1,147	\$ 400	\$ 747
<b>Subtotal Amenity Expenditures</b>	<b>\$ 151,620</b>	<b>\$ 56,207</b>	<b>\$ 47,522</b>	<b>\$ 8,684</b>
<b>Total Operations &amp; Maintenance</b>	<b>\$ 385,820</b>	<b>\$ 138,273</b>	<b>\$ 113,243</b>	<b>\$ 25,031</b>
<b>Total Expenditures</b>	<b>\$ 531,315</b>	<b>\$ 201,431</b>	<b>\$ 157,480</b>	<b>\$ 43,951</b>
<b>Excess (Deficiency) of Revenues over Expenditures</b>	<b>\$ 13,500</b>	<b>\$ 274,233</b>	<b>\$ 318,184</b>	
<b><u>Other Financing Sources/(Uses):</u></b>				
Transfer (Out) - Capital Reserve	\$ (13,500)	\$ -	\$ -	\$ -
<b>Total Other Financing Sources/(Uses)</b>	<b>\$ (13,500)</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<b>Net Change in Fund Balance</b>	<b>\$ -</b>		<b>\$ 318,184</b>	
<b>Fund Balance - Beginning</b>	<b>\$ -</b>		<b>\$ 60,820</b>	
<b>Fund Balance - Ending</b>	<b>\$ -</b>		<b>\$ 379,004</b>	

**Holly Hill Road East**  
**Community Development District**  
**Debt Service Fund Series 2017**  
**Statement of Revenues, Expenditures, and Changes in Fund Balance**  
*For The Period Ending January 31, 2022*

	Adopted Budget	Prorated Budget Thru 01/31/22	Actual Thru 01/31/22	Variance
<b>Revenues:</b>				
Assessments - Tax Roll	\$ 229,722	\$ 210,850	\$ 210,850	\$ -
Interest	\$ -	\$ -	\$ 4	\$ 4
<b>Total Revenues</b>	<b>\$ 229,722</b>	<b>\$ 210,850</b>	<b>\$ 210,853</b>	<b>\$ 4</b>
<b>Expenditures:</b>				
Interest - 11/1	\$ 79,814	\$ 79,814	\$ 79,814	\$ -
Principal - 5/1	\$ 65,000	\$ -	\$ -	\$ -
Interest - 5/1	\$ 79,814	\$ -	\$ -	\$ -
<b>Total Expenditures</b>	<b>\$ 224,628</b>	<b>\$ 79,814</b>	<b>\$ 79,814</b>	<b>\$ -</b>
<b>Excess (Deficiency) of Revenues over Expenditures</b>	<b>\$ 5,095</b>	<b>\$ 131,036</b>	<b>\$ 131,040</b>	<b>\$ 4</b>
<b>Fund Balance - Beginning</b>	<b>\$ 117,864</b>		<b>\$ 231,644</b>	
<b>Fund Balance - Ending</b>	<b>\$ 122,959</b>		<b>\$ 362,684</b>	

**Holly Hill Road East**  
**Community Development District**  
**Debt Service Fund Series 2018**  
**Statement of Revenues, Expenditures, and Changes in Fund Balance**  
**For The Period Ending January 31, 2022**

	Adopted Budget	Prorated Budget Thru 01/31/22	Actual Thru 01/31/22	Variance
<b>Revenues:</b>				
Assessments - Tax Roll	\$ 123,938	\$ 113,756	\$ 113,756	\$ -
Interest	\$ -	\$ -	\$ 3	\$ 3
<b>Total Revenues</b>	<b>\$ 123,938</b>	<b>\$ 113,756</b>	<b>\$ 113,759</b>	<b>\$ 3</b>
<b>Expenditures:</b>				
Special Call - 11/1	\$ -	\$ -	\$ 5,000	\$ (5,000)
Interest - 11/1	\$ 45,225	\$ 45,225	\$ 45,225	\$ -
Principal - 5/1	\$ 30,000	\$ -	\$ -	\$ -
Interest - 5/1	\$ 45,225	\$ -	\$ -	\$ -
<b>Total Expenditures</b>	<b>\$ 120,450</b>	<b>\$ 45,225</b>	<b>\$ 50,225</b>	<b>\$ (5,000)</b>
<b>Excess (Deficiency) of Revenues over Expenditures</b>	<b>\$ 3,488</b>	<b>\$ 68,531</b>	<b>\$ 63,534</b>	<b>\$ 5,003</b>
<b>Fund Balance - Beginning</b>	<b>\$ 78,183</b>		<b>\$ 140,410</b>	
<b>Fund Balance - Ending</b>	<b>\$ 81,671</b>		<b>\$ 203,944</b>	

**Holly Hill Road East**  
**Community Development District**  
**Debt Service Fund Series 2020 A3**  
**Statement of Revenues, Expenditures, and Changes in Fund Balance**  
**For The Period Ending January 31, 2022**

	Adopted Budget	Prorated Budget Thru 01/31/22	Actual Thru 01/31/22	Variance
<b>Revenues:</b>				
Assessments - Tax Roll	\$ 238,365	\$ 218,783	\$ 218,783	\$ -
Interest	\$ -	\$ -	\$ 4	\$ 4
<b>Total Revenues</b>	<b>\$ 238,365</b>	<b>\$ 218,783</b>	<b>\$ 218,786</b>	<b>\$ 4</b>
<b>Expenditures:</b>				
Interest - 11/1	\$ 88,700	\$ 88,700	\$ 88,700	\$ -
Principal - 11/1	\$ 60,000	\$ 60,000	\$ 60,000	\$ -
Interest - 5/1	\$ 87,500	\$ -	\$ -	\$ -
<b>Total Expenditures</b>	<b>\$ 236,200</b>	<b>\$ 148,700</b>	<b>\$ 148,700</b>	<b>\$ -</b>
<b>Excess (Deficiency) of Revenues over Expenditures</b>	<b>\$ 2,165</b>	<b>\$ 70,083</b>	<b>\$ 70,086</b>	
<b>Fund Balance - Beginning</b>	<b>\$ 149,682</b>		<b>\$ 268,811</b>	
<b>Fund Balance - Ending</b>	<b>\$ 151,848</b>		<b>\$ 338,898</b>	



**Holly Hill Road East**  
**Community Development District**  
**Debt Service Fund Series 2020 A4**  
**Statement of Revenues, Expenditures, and Changes in Fund Balance**  
**For The Period Ending January 31, 2022**

	Adopted Budget	Prorated Budget Thru 01/31/22	Actual Thru 01/31/22	Variance
<b>Revenues:</b>				
Assessments - Tax Roll	\$ 191,400	\$ 175,675	\$ 175,675	\$ -
Interest	\$ -	\$ -	\$ 3	\$ 3
<b>Total Revenues</b>	<b>\$ 191,400</b>	<b>\$ 175,675</b>	<b>\$ 175,678</b>	<b>\$ 3</b>
<b>Expenditures:</b>				
Interest - 11/1	\$ 64,050	\$ 64,050	\$ 64,050	\$ -
Principal - 5/1	\$ 60,000	\$ -	\$ -	\$ -
Interest - 5/1	\$ 64,050	\$ -	\$ -	\$ -
<b>Total Expenditures</b>	<b>\$ 188,100</b>	<b>\$ 64,050</b>	<b>\$ 64,050</b>	<b>\$ -</b>
<b>Excess (Deficiency) of Revenues over Expenditures</b>	<b>\$ 3,300</b>	<b>\$ 111,625</b>	<b>\$ 111,628</b>	<b>\$ 3</b>
<b>Fund Balance - Beginning</b>	<b>\$ 64,062</b>		<b>\$ 159,765</b>	
<b>Fund Balance - Ending</b>	<b>\$ 67,362</b>		<b>\$ 271,393</b>	

# Holly Hill Road East

## Community Development District Combined Capital Project Funds

### Statement of Revenues, Expenditures, and Changes in Fund Balance For The Period Ending January 31, 2022

	Series 2018	Series 2020 A3	Series 2020 A4	Total
<b>Revenues</b>				
Interest	\$ -	\$ 0	\$ -	0
<b>Total Revenues</b>	<b>\$ -</b>	<b>\$ 0</b>	<b>\$ -</b>	<b>0</b>
<b>Expenditures:</b>				
Contingency	\$ -	\$ -	\$ 196	196
<b>Total Expenditures</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 196</b>	<b>196</b>
<b>Excess (Deficiency) of Revenues over Expenditures</b>	<b>\$ -</b>	<b>\$ 0</b>	<b>\$ (196)</b>	<b>(196)</b>
<b>Fund Balance - Beginning</b>	<b>\$ 51</b>	<b>\$ 20,001</b>	<b>\$ 437</b>	<b>20,489</b>
<b>Fund Balance - Ending</b>	<b>\$ 51</b>	<b>\$ 20,001</b>	<b>\$ 241</b>	<b>20,293</b>

**Holly Hill Road East**  
Community Development District  
Month to Month

	Oct	Nov	Dec	Jan	Feb	March	April	May	June	July	Aug	Sept	Total
<b>Revenues:</b>													
Assessments - Tax Roll	\$ -	\$ 8,760	\$ 434,906	\$ 3,159	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 446,826
Inter-Governmental Revenue	\$ 28,808	\$ -	\$ -	\$ 30	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 28,838
<b>Total Revenues</b>	<b>\$ 28,808</b>	<b>\$ 8,760</b>	<b>\$ 434,906</b>	<b>\$ 3,189</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 475,664</b>
<b>Expenditures:</b>													
<b>General &amp; Administrative:</b>													
Supervisor Fees	\$ -	\$ -	\$ 1,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,000
Engineering Fees	\$ -	\$ 287	\$ 741	\$ 284	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,514
Legal Services	\$ 203	\$ 900	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 900
Arbitrage	\$ -	\$ -	\$ -	\$ 2,167	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 2,267
Dissemination	\$ 100	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 5,000
Assessment Administration	\$ 5,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Annual Audit	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Trustee Fees	\$ 6,734	\$ -	\$ 6,465	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 13,199
Management Fees	\$ 3,004	\$ 3,004	\$ 3,004	\$ 3,004	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 12,017
Information Technology	\$ 150	\$ 150	\$ 450	\$ 150	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 900
Website Maintenance	\$ 100	\$ 100	\$ 100	\$ 100	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 400
Telephone	\$ -	\$ 5	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Postage & Delivery	\$ 15	\$ 5	\$ 4	\$ 7	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 30
Printing & Binding	\$ -	\$ -	\$ -	\$ 1	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1
Office Supplies	\$ 1	\$ 0	\$ 10	\$ 10	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 21
Insurance	\$ 5,570	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 5,570
Legal Advertising	\$ -	\$ 1,025	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,025
Contingency	\$ 105	\$ 31	\$ 43	\$ 39	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 218
Dues, Licenses & Subscriptions	\$ 175	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 175
<b>Total General &amp; Administrative</b>	<b>\$ 21,157</b>	<b>\$ 5,502</b>	<b>\$ 11,817</b>	<b>\$ 5,761</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 44,237</b>

**Holly Hill Road East**  
Community Development District  
Month to Month

	Oct	Nov	Dec	Jan	Feb	March	April	May	June	July	Aug	Sept	Total
<b>Operations &amp; Maintenance</b>													
<b>Field Expenditures</b>													
Field Management	\$ 1,250	\$ 1,250	\$ 1,250	\$ 1,250	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 5,000
Electric	\$ 313	\$ 278	\$ 731	\$ 250	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,572
Streetslighting	\$ 1,580	\$ 2,195	\$ 2,741	\$ 1,649	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 6,164
Water & Sewer	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Property Insurance	\$ 3,227	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 3,227
Landscape Maintenance	\$ 10,283	\$ 10,283	\$ 10,283	\$ 10,283	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 41,131
Landscape Replacement & Enhancements	\$ 3,188	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 3,188
Irrigation Repairs	\$ -	\$ -	\$ 163	\$ 120	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 284
General Repairs & Maintenance	\$ 3,020	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 3,020
Contingency	\$ -	\$ 135	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 135
<b>Subtotal Field Expenditures</b>	<b>\$ 22,861</b>	<b>\$ 14,140</b>	<b>\$ 15,168</b>	<b>\$ 13,552</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 65,221</b>
<b>Amenity Expenditures</b>													
Property Insurance	\$ 7,902	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 7,902
Amenity Landscaping	\$ 1,549	\$ 1,549	\$ 1,549	\$ 1,549	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 6,196
Amenity Landscape Replacement	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Electric	\$ 1,203	\$ 1,167	\$ -	\$ 2,527	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 4,897
Water	\$ 39	\$ 39	\$ 41	\$ 40	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 159
Internet	\$ 158	\$ 158	\$ 316	\$ 158	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 790
Janitorial Services	\$ 450	\$ 450	\$ 450	\$ 450	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,800
Pest Control	\$ 50	\$ 50	\$ 50	\$ 50	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 200
Amenity Access Management	\$ 417	\$ 417	\$ 417	\$ 417	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,667
Amenity Repairs & Maintenance	\$ 995	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 995
Pool Maintenance	\$ 1,350	\$ 1,350	\$ 1,350	\$ 1,350	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 5,400
Playground Lease	\$ 4,279	\$ 4,279	\$ 4,279	\$ 4,279	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 17,118
Contingency	\$ -	\$ -	\$ -	\$ 400	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 400
<b>Subtotal Amenity Expenditures</b>	<b>\$ 18,391</b>	<b>\$ 9,459</b>	<b>\$ 8,452</b>	<b>\$ 11,221</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 47,522</b>
<b>Total Operations &amp; Maintenance</b>	<b>\$ 41,251</b>	<b>\$ 23,599</b>	<b>\$ 23,620</b>	<b>\$ 24,772</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 113,243</b>
<b>Total Expenditures</b>	<b>\$ 62,408</b>	<b>\$ 29,101</b>	<b>\$ 35,437</b>	<b>\$ 30,534</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 157,480</b>
<b>Excess (Deficiency) of Revenues over Expenditures</b>	<b>\$ (33,600)</b>	<b>\$ (20,341)</b>	<b>\$ 399,469</b>	<b>\$ (27,344)</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 318,184</b>
<b>Other Financing Sources/Uses:</b>													
Transfer (Out) - Capital Reserve	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
<b>Total Other Financing Sources/Uses</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<b>Net Change in Fund Balance</b>	<b>\$ (33,600)</b>	<b>\$ (20,341)</b>	<b>\$ 399,469</b>	<b>\$ (27,344)</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 318,184</b>

**Holly Hill Road East**  
**Community Development District**  
**Long Term Debt Report**

<b>Series 2017, Special Assessment Revenue Bonds</b>	
Interest Rate:	3.5%, 4.1%, 4.625%, 5.0%
Maturity Date:	5/1/48
Reserve Fund Definition	50% of the Maximum Annual Debt service
Reserve Fund Requirement	\$113,777
Reserve Fund Balance	\$113,777
Bonds Outstanding 10/19/2017	\$4,160,000
Less: Special Call 6/18/18	(\$150,000)
Less: Special Call 8/1/18	(\$420,000)
Less: Special Call 11/1/18	(\$15,000)
Less: Principal Payment 5/1/19	(\$60,000)
Less: Principal Payment 5/1/20	(\$60,000)
Less: Special Call 11/1/20	(\$5,000)
Less: Principal Payment 5/1/21	(\$65,000)
<b>Current Bonds Outstanding</b>	<b>\$3,385,000</b>

<b>Series 2018, Special Assessment Revenue Bonds</b>	
Interest Rate:	4.25%, 5.0%, 5.25%
Maturity Date:	5/1/48
Reserve Fund Definition	50% of the Maximum Annual Debt Service
Reserve Fund Requirement	\$62,225
Reserve Fund Balance	\$62,225
Bonds Outstanding 10/19/2018	\$2,800,000
Less: Special Call 8/1/19	(\$930,000)
Less: Special Call 11/1/19	(\$35,000)
Less: Principal Payment 5/1/20	(\$30,000)
Less: Special Call 11/1/20	(\$5,000)
Less: Principal Payment 5/1/21	(\$30,000)
Less: Special Call 11/1/21	(\$5,000)
<b>Current Bonds Outstanding</b>	<b>\$1,765,000</b>

<b>Series 2020 Assessment Area 3, Special Assessment Revenue Bonds</b>	
Interest Rate:	4.0%, 4.5% 5.0%, 5.0%
Maturity Date:	11/1/50
Reserve Fund Definition	50% of the Maximum Annual Debt Service
Reserve Fund Requirement	\$119,125
Reserve Fund Balance	\$119,127
Bonds Outstanding 5/20/20	\$3,660,000
Less: Principal Payment 11/1/21	(\$60,000)
<b>Current Bonds Outstanding</b>	<b>\$3,600,000</b>

<b>Series 2020 Assessment Area 4, Special Assessment Revenue Bonds</b>	
Interest Rate:	3.0%, 3.5%, 4.0%, 4.0%
Maturity Date:	5/1/51
Reserve Fund Definition	50% of the Maximum Annual Debt Service
Reserve Fund Requirement	\$95,700
Reserve Fund Balance	\$95,700
Bonds Outstanding 7/22/20	\$3,325,000
<b>Current Bonds Outstanding</b>	<b>\$3,325,000</b>

# Holly Hill Road East

## COMMUNITY DEVELOPMENT DISTRICT

### Special Assessment Receipts

Fiscal Year 2022

Gross Assessments \$ 523,463.12 \$ 247,013.40 \$ 133,267.00 \$ 256,306.96 \$ 205,806.28 \$ 1,365,856.76  
 Net Assessments \$ 486,820.70 \$ 229,722.46 \$ 123,938.31 \$ 238,365.47 \$ 191,399.84 \$ 1,270,246.79

### ON ROLL ASSESSMENTS

Date	Distribution	Gross Amount	Discount/Penalty	Commission	Interest	Net Receipts		2017 Debt		2018 Debt		2020 A3 Debt		2020 A4 Debt		Total
						General Fund	Service	Debt	Service	Debt	Service	Debt	Service			
11/19/21	ACH	\$8,421.20	(\$336.83)	(\$161.69)	\$0.00	\$7,922.68	\$3,036.36	\$1,432.81	\$773.02	\$1,486.71	\$1,193.70	\$1,193.70	\$1,193.70	\$7,922.68		
11/24/21	ACH	\$1,015.14	(\$53.30)	(\$19.24)	\$0.00	\$942.60	\$361.25	\$170.47	\$91.97	\$176.88	\$142.03	\$142.03	\$142.03	\$942.60		
11/30/21	ACH	\$14,873.62	(\$594.93)	(\$285.57)	\$0.00	\$13,993.12	\$5,362.85	\$2,530.64	\$1,365.31	\$2,625.85	\$2,108.47	\$2,108.47	\$2,108.47	\$13,993.12		
12/14/21	ACH	\$204,788.89	(\$8,190.59)	(\$3,931.97)	\$0.00	\$192,666.33	\$73,839.16	\$34,843.46	\$18,798.50	\$36,154.39	\$29,030.82	\$29,030.82	\$29,030.82	\$192,666.33		
12/17/21	ACH	\$606,445.85	(\$24,257.25)	(\$11,643.77)	\$0.00	\$570,544.83	\$218,660.69	\$103,182.28	\$55,668.21	\$107,064.38	\$85,969.27	\$85,969.27	\$85,969.27	\$570,544.83		
12/27/21	1% Fee Adj	(\$13,658.57)	\$0.00	\$0.00	\$0.00	(\$13,658.57)	(\$5,234.64)	(\$2,470.13)	(\$1,332.67)	(\$2,563.07)	(\$2,058.06)	(\$2,058.06)	(\$2,058.06)	(\$13,658.57)		
12/31/21	ACH	\$409,422.44	(\$16,325.54)	(\$7,861.94)	\$0.00	\$385,234.96	\$147,640.88	\$69,669.23	\$37,587.48	\$72,290.45	\$58,046.92	\$58,046.92	\$58,046.92	\$385,234.96		
01/18/22	ACH	\$8,694.24	(\$282.51)	(\$168.23)	\$0.00	\$8,243.50	\$3,159.31	\$1,490.83	\$804.32	\$1,546.92	\$1,242.12	\$1,242.12	\$1,242.12	\$8,243.50		
<b>TOTAL</b>		<b>\$ 1,240,002.81</b>	<b>\$ (50,040.95)</b>	<b>\$ (24,072.41)</b>	<b>\$ -</b>	<b>\$ 1,165,889.45</b>	<b>\$ 446,025.86</b>	<b>\$ 210,847.59</b>	<b>\$ 113,756.14</b>	<b>\$ 218,782.51</b>	<b>\$ 175,675.35</b>	<b>\$ 175,675.35</b>	<b>\$ 175,675.35</b>	<b>\$ 1,165,889.45</b>		

92%	Net Percent Collected
\$104,357.34	Balance Remaining to Collect