

*Baytree Community  
Development District*

*Agenda*

*May 6, 2020*

# AGENDA

# *Baytree*

## *Community Development District*

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

April 29, 2020

Board of Supervisors  
Baytree Community  
Development District

Dear Board Members:

The Board of Supervisors of the Baytree Community Development District will meet **Wednesday, May 6, 2020 at 1:30 p.m. via Zoom: <https://zoom.us/j/94648991960>**. Following is the advance agenda for the meeting:

1. Roll Call
2. Community Updates
  - A. Security
  - B. BCA
3. Approval of Minutes of the February 6, 2020 Meeting
4. New Business
  - A. Resolution 2020-02 Approving the Proposed Fiscal Year 2021 Budget and Setting a Public Hearing
  - B. Review and Ranking of Proposals for District Engineering Services
  - C. Review and Acceptance of Fiscal Year 2019 Draft Audit Report
  - D. Discussion Items
    - i. Speed Humps
    - ii. Strategic Plan
    - iii. Welcome Packet for New Owners
    - iv. Lakeshore Erosion at 7971 Chatham Court
    - v. General Election Qualifying Period & Procedure
5. CDD Action Items/Staff Reports
  - A. CDD Action Items
  - B. Additional Staff Reports
    - i. Attorney
    - ii. Engineer
    - iii. District Manager
      1. Field Manager's Report
6. Treasurer's Report
  - A. Consideration of Check Register
  - B. Balance Sheet and Income Statement
7. Supervisor's Requests
8. Public Comment Period
9. Adjournment

The second order of business is Community Updates. Section A is an update from Security, Section B is the BCA update.

The third order of business is the approval of the minutes of the February 6, 2020 meeting. The minutes are enclosed for your review.

The fourth order of business is the discussion of new business items. Section A is the consideration of Resolution 2020-02 approving the proposed Fiscal Year 2021 budget and setting public hearing. Once approved, the proposed budget will be transmitted to the governing authorities at least 60 days prior to the final budget hearing. A copy of the Resolution and proposed budget are enclosed for your review. Section B is the ranking of proposals for District Engineering services. The ranking sheet and proposals are enclosed for your review. Section C is the review and acceptance of the draft Fiscal Year 2019 audit report. A copy of the report is enclosed for your review. Section D are the Discussion Items. The speed hump speed tests, strategic plan, lakeshore erosion presentation and qualifying information is enclosed under Sub-Sections 1, 2, 4 & 5.

The fifth order of business is CDD Action Items and Staff Reports. Section A is the presentation of the CDD action items enclosed for your review. Section 2 of Staff Reports is the District Engineer's Report. The report is enclosed for your review. Section 3 of Staff Reports is the District Manager's Report. Sub-section 1 is the presentation of the Field Manager's Report that is enclosed for your review.

The sixth order of business is the Treasurer's Report. Section A includes the check register being submitted for approval and Section B is the balance sheet and income statement, which is enclosed for your review.

The seventh order of business is Supervisor's Requests.

The eighth order of business is the Public Comment Period where the public has an opportunity to be heard on propositions coming before the Board as reflected on the agenda, and any other items.

The balance of the agenda will be discussed at the meeting. In the meantime, if you have any questions, please contact me.

Sincerely,

*Jason M. Showe*

Jason M. Showe,  
District Manager

Cc: Dennis Lyles/Michael Pawelczyk, District Counsel  
Maryelen Samitas, District Engineer  
Darrin Mossing, GMS



# MINUTES

MINUTES OF MEETING  
BAYTREE  
COMMUNITY DEVELOPMENT DISTRICT

The regular meeting of the Board of Supervisors of the Baytree Community Development District was held on Wednesday, February 5, 2020 at 1:30 p.m. at Baytree National Golf Links, 8207 National Drive, Melbourne, Florida.

Present and constituting a quorum were:

Melvin Mills	Chairman
Jerry Darby	Vice Chairman
Carol Witcher	Assistant Secretary
Richard Bosseler	Assistant Secretary
Richard Brown	Assistant Secretary by phone

Also present were:

Jason Showe	District Manager
Michael Pawelczyk	District Counsel
Maryelen Samitas	District Engineer
Katie Sweetman	Atkins
William Viasalyers	Field Manager
William McLeod	DSI Security Services
Residents	

**FIRST ORDER OF BUSINESS**

**Roll Call**

Mr. Mills called the meeting to order at 1:30 p.m. Mr. Showe called the roll and the Pledge of Allegiance was recited. Mr. Mills, Mr. Darby, Mr. Bosseler and Ms. Witcher were present in person and Mr. Brown was present by phone.

• **Chairman's Comments** *(Added)*

Mr. Mills: We had a resident who had a lung transplant back in December, so I would like for all of us to take a moment of silence to pray in our own way for his speedily recovery. He is also a Board Member of the Baytree Community Association (BCA). Thank you. Wayne, have you had contact with Richard, recently?

Mr. Wayne Wilkerson (BCA): Yes. Richard is doing well. He has good and bad days. His doctor says in maybe six weeks, he will be able to come home.

Mr. Mills: Good.

**SECOND ORDER OF BUSINESS****Community Updates****A. Security**

Mr. McLeod: The first thing that I wanted to report on is about the Visitor Management System (VMS). Valerie Scott sent an email to a bunch of people, but I wanted to make sure that the community understood we have 611 total accounts in the system; 295 with emails and/or phone numbers associated with them. Of the 611, 316 were generated by DSI administration via the original resident log. I just wanted to let you know that we are down to our last box of cards, so there will be no interruptions. We ordered new ones and should have another year-and-a-half supply by Friday. As far as training for our officers, in December, Matt conducted training on active shooters. In January, he conducted training on fire procedures. Right now we have a full staff. We lost Frank and Marco, who were replaced by Tom and Rebecca, but we are about to lose Rebecca. We are still actively looking for her replacement, but there will be no break in coverage.

Mr. Darby: Excuse me. Did she give a reason for leaving? Was there higher pay or working hours?

Mr. McLeod: Rebecca was very highly qualified, so I knew we weren't going to keep her for very long. She is a very rare case. Typically, we get a lot of turnover because people get bored working at a gate. Matt would like to move the, "BE PREPARED TO SHOW ID" sign from the resident side, because there is no need for it to be there, to be right by the gatehouse. That way, someone pulling in can see it.

Mr. Darby: I have no problem with that.

Mr. McLeod: Other than that, everything is fine. Since our last meeting, administration including myself, has been looking at the different shifts and different people so we have different officers. Thirteen times, we performed surprise visits. That's it.

Mr. Mills: Are there any comments from the audience?

Mr. Mike Sherbin (478 Birchington Lane): Yes. I heard two people say that the gates were left open and the guardhouse was empty. The guards were probably taking a bathroom break or something.

Mr. McLeod: It may appear that the guardhouse is empty, but it's not. Before I come out here and report to you about this again, I assure you when you see that, we don't have an officer that's missing. I would know about that. Hopefully, in the next week or so, I'm going to get two

signs, one for that front angle window that you pull up to and one for the door itself that says, “Officer Using Restroom” or “Away From the Desk at this Moment.” That way, you know that the guard is still there, but he’s on a break.

Mr. Sherbin: The gate was open though.

Mr. McLeod: Yes sir.

Ms. Witcher: Could you tell me the procedure for when a person gets a text message that a visitor is coming in? Is it when he scans their pass?

Mr. McLeod: The minute it’s scanned, a notification is sent by the system.

Ms. Witcher: Okay, because I have residents saying that they are not getting the text messages any longer. That’s why I wanted to know the procedure.

Mr. McLeod: As soon as they scan the barcode, they should be getting the text message.

Ms. Witcher: Alright. That’s probably what’s happening.

Mr. McLeod: Sometimes it will beep, but doesn’t scan and by the time it does, it’s too late, they’re already gone.

Ms. Witcher: Thank you.

Mr. Mills: Please convey to Rebecca that we appreciate her services and she’s done an excellent job. Are there any other comments from the audience?

Mr. Sherbin: When the guard uses the bathroom, the gate stays closed. Is that correct?

Mr. McLeod: No.

Mr. Sherbin: You don’t have that luxury and I’ll tell you why.

Mr. McLeod: Why don’t we have that luxury?

Mr. Sherbin: How long does it take the guard to go to the bathroom?

Mr. Darby: It depends. This is a soft gate property, not a hard gate.

Mr. McLeod: It’s actually illegal for me to impede anybody from entering.

Mr. Sherbin: So why are other communities doing that?

Mr. McLeod: Because those are private roads. Ours are not private roads. They are public roads, paid for by public taxpayers.

Mr. Sherbin: There are cameras that can film when a vehicle comes to the gate.

Mr. McLeod: Absolutely.

Mr. Mills: Are there any other comments? Hearing none, thank you very much.

**B. BCA**

Mr. Wilkerson: Our minutes are posted on the website. We are still working on our Windsor re-division. Mike Sherbin is in charge of that. This was discussed at our November meeting. At our upcoming meeting this week, we will hopefully have a plan to re-divide Windsor. We had discussions about having residents clean their own gutter between the sidewalk and the street. We had 100% no from our voting members (VMs) and that was resolved. We had several discussions on having an Arborist come in because our tree problem is horrible. The trees are now getting to the point where they are tearing down a lot of things, so we are going to have an Arborist on a per diem basis, advising us so we are not guessing on whether trees can be cut or whether they are sick or whatever. I wanted to introduce Sue Fontera. She agreed to work as our Community Relations and Social Chair. We will vote on her position at our upcoming meeting. I would like for her to stay for the meeting and provide suggestions for different kinds of events we can have. We budgeted \$6,000. Last year, if you recall, we had the cookout and beer and it was a lot of fun. Sue has some ideas of her own that she may want to share.

Ms. Fontera: I was asked to join by Wayne. I love to organize events. I thought about having a Victory casino cruise, for anyone who would like to join us on March 31<sup>st</sup>, which I believe is a Tuesday. I think you have to be there at 10:00 a.m. and it ends at 4:00 p.m. Some people on our committee suggested having another BBQ at the pavilion sometime in May. We are open to any other suggestions. Let me know. I will get more details on the Victory cruise for the next meeting.

Mr. Wilkerson: That's it.

Mr. Mills: Thanks Wayne.

**THIRD ORDER OF BUSINESS****Approval of Minutes of the December 4, 2019 Meeting**

Mr. Showe: We received comments from several Board Members, which will be incorporated into the finalized version. So if there are no other comments, we need a motion to approve the minutes as amended.

On MOTION by Mr. Darby seconded by Mr. Bosseler with all in favor the Minutes of the December 4, 2019 Meeting were approved, as amended.

**SIXTH ORDER OF BUSINESS****New Business****A. Discussion Items****i. Recreational Facilities Survey Results**

Mr. Mills: We sent out a survey in your BCA annual assessment and had a great response. Thirty-two percent responded, which is exceptional. If you get 10% you are lucky. I'm going to allow Jerry to go over those.

Mr. Darby: First of all, I want to thank everybody, particularly the BCA, for helping to distribute the surveys. Some complained that they did not receive one. I confirmed with Fairway Management that in fact every letter that went out with the BCA budget had the survey in it. It may not have been noticed, but nevertheless, 149 homes out of 461 or 32% responded. Wayne has a copy of the survey, which he will present. If you want a copy of the survey results, we can arrange to distribute through GMS.

Mr. Showe: If you look at the agenda for today's meeting, they are included as part of the agenda or if you email me, I will send them.

Mr. Darby: Okay. Out of those that responded, two-thirds were in favor of some development in the former playground area, such as the pavilion, and one-third was not. We listed about 10 items that we suggested to be done with that area. I ranked them in order of preference, so of those that responded to this particular question, 42% wanted the playground equipment re-installed. Thirty-nine percent wanted the tennis courts modified to accommodate pickleball, which I'm told is one of fastest growing sports in the country. Thirty-six percent wanted a half-court basketball court. Thirty percent wanted the bocce ball court to be removed. Thirty percent wanted additional grills and picnic tables. Another 30% also wanted swimming, lifesaving or scuba lessons to be held at the pool. Twenty percent said they wanted a water slide at the pool. Sixteen percent said that they would like to see cornhole equipment where the bocce court is. Another 16% wanted to remove the bocce ball court and replace it with a shuffleball court and 14% wanted permanent handicapped access to the pool. Other items that residents wanted was to install a tennis hitting wall, (which Will has done) a dog park in the undeveloped area, put up tennis wind screens, in addition to awnings and installing a horseshoe pit. Two people said that they wanted to upgrade the bocce ball court. Some people wanted a handball court. A couple of people would like to see first aid and CPR courses. Other people wanted an outdoor fitness trail. One person suggested direct access to the Brevard Zoo linear trail, two more

tennis courts, a croquet badminton area and a cover for the playground equipment. That was very interesting. Now I want to emphasize that we did this survey to solicit the opinions of residents because of the change in the demographics of Baytree. We did not really understand whether replacing the playground equipment was what residents wanted to do. Although that was number one, there are a number of different options that were also offered and had a great deal of interest. The CDD is not obligated to do anything of these things. I want to make that perfectly clear, but it does give us for further discussion for our workshop next month.

Mr. Showe: Yes, we will discuss that.

Mr. Darby: The other part of this was also very interesting. Some residents alleged that non-residents were using the tennis court. The first question was, "Do you as a resident feel this is a problem?" Sixty-two percent said, "Yes, this is a problem" and 38% said no. Additionally we asked, "If you found that this was a problem, would you be in favor of restricting access to the tennis courts?" Of the people that answered this question, 62% again said that they wanted restricted access and 37% said no, which is interesting. We are putting in a new system in the pool. We will talk about further whether or not we want to extend the system onto the tennis courts, but nearly two-thirds of those responders said they would favor restricted access. If you want to see some verbatim comments that individuals made, which are a number of them, go onto the website and take a look at them. They are interesting, but we felt that this survey was particularly helpful in providing the Board with some direction of what the residents feel. I would to thank all that participated.

Mr. Mills: Do any Board Members have questions or comments? Hearing none, thank you so much Jerry.

Mr. Darby: Jason, you might want to just enter this into the minutes for the transcriptionist.

Mr. Showe: Sure. They will transcribe your verbatim comments, but the whole thing is part of the Record of Proceedings.

Ms. Witcher: Some of the things that people suggested would be covered by the BCA, so maybe they can look at this list too, especially the social items.

Mr. Darby: Absolutely. I provided a copy to Wayne. I'm not able to make the BCA meeting, but I'm sure he will discuss it at that time.

Mr. Mills: When is the BCA meeting?

Mr. Darby: On the 14<sup>th</sup>.

Mr. Mills: I should be there.

## **ii. Engineering Services**

Mr. Mills: I placed this item on the agenda. We discussed this item several times. We have not issued a Request for Qualifications (RFQ) for engineering services. Ever since I have been on the Board, it's every 10 years. So, I had wanted to consider us actually doing that. Jason, do you have any comments?

Mr. Showe: I think we got direction from prior discussions. So, if the Board is in favor of us going out for an RFQ, we can certainly do so and bring you back proposals as soon as they are received. There are bidding requirements, such as having to be on the street for 30 days. As soon as we can bring those back, we will.

Ms. Witcher: Does it have to be at a regular meeting or at a workshop?

Mr. Showe: You can discuss it at a workshop, but you wouldn't be able to make any decisions. I doubt that they would be available for the March meeting, by the time we were able to get the advertisement published and wait 30 days. You could discuss it at the workshop, but not make any decisions.

Mr. Mills: What are the wishes of the Board?

Mr. Darby: Since it hasn't been done in a long time, it's probably prudent for us to undertake an RFQ to see what services are out there.

On MOTION by Mr. Darby seconded by Mr. Bosseler with all in favor authorization for Staff to advertise a Request for Qualifications for District engineering services was approved.

Mr. Showe: We will coordinate it and bring you the results as soon as we have them.

## **iii. Golf Cart Crossings Right of Way**

Mr. Mills: There has been some discussion in the community regarding who has the right-of-way (ROW) at golf crossings. We looked at this in-depth. Our engineering firm went out and asked the County Engineer.

*Mr. Brown joined the meeting via phone.*

Mr. Mills: Welcome to the meeting, Rick.



Mr. Brown: Thank you.

Mr. Mills: Maryelen, would you like to report on those findings?

Ms. Samitas: Yes. The golf cart crossings are similar to a driveway. If you are leaving your driveway, you have to yield to the traffic on the ROW in the road. So, after we consulted with County Traffic Engineering Services, they basically confirmed that golf carts should be required to stop at the road. Of course, if you have a golf cart that is already in the middle of a crosswalk, the vehicle needs to yield, but golf carts are supposed to stop at the road. So, there are some suggestions for next steps if that continues to be an issue, or proactively you could install some stop signs for those golf carts, simply to remind people for safety reasons that they need to stop and make sure there is no traffic coming.

Mr. Mills: Is it in our purview to install stop signs or would it be the golf course's responsibility?

Mr. Darby: Well it's on golf course property, I believe, and I believe the golf course ordered signs. They are just waiting to install them.

Mr. Showe: Correct. We spoke to the General Manager and sent him all of this information. They committed to put up the stop signs on their side of the crosswalks.

Ms. Samitas: The signs should probably be placed at the ROW, which would be somewhere around the back of sidewalk area, as that's the division between golf course property and CDD property. So it could go either way.

Mr. Mills: Wayne refresh my memory. When you are crossing at Old Tramway Drive, wouldn't that stop sign be basically on a person's front yard?

Ms. Samitas: There should be an easement where the path comes between the houses.

Mr. Mills: I looked there the other night and was thinking about the sign being in someone's front yard.

Mr. Darby: I would think that one place the stop sign should be is behind the sidewalk as it crosses, because we had an incident at Isles of Baytree (IOB) where a woman was struck and killed by a golf cart. So not only do we want them to watch for cars, but we also want them to watch for pedestrians as well.

Mr. Mills: It almost happened again.

Mr. Wilkerson: We had our stop sign there for years until a speeding car knocked it down.

Mr. Sherbin: Instead of having signs, can you paint the word, "STOP" at the crosswalk? It wouldn't be quite as unsightly for people that might be looking at signs on their property line. I don't know if that would work, but painting the word, "STOP," might serve the same purpose.

Ms. Witcher: On the sidewalk as well?

Mr. Sherbin: No, on the cart path.

Ms. Witcher: We could stripe it or do something to it, so they notice.

Mr. Sherbin: It depends on where it is.

Resident (Sandy Schoonmaker, 403 Berwick Way): Did we have a discussion with Tom Boyer regarding the legality and what it takes to make a legal stop sign, which would preclude doing what he's talking about? If you are going to put a stop sign, you might want to look into what legalities we have.

Mr. Pawelczyk: The golf course is putting the stop sign in, not the CDD. The legality of the stop sign is a law enforcement officer can enforce the law.

Ms. Samitas: Correct.

Mr. Pawelczyk: That's why the stop sign needs to be where it is.

Ms. Schoonmaker: This would not be a problem?

Mr. Pawelczyk: I have no idea.

Ms. Schoonmaker: That's what I was suggesting.

Mr. Pawelczyk: The golf course would be responsible for its property. If it was me, I would want to make sure, without looking at the law, that the designation to stop is conspicuous enough so someone in a golf cart can see it.

Ms. Witcher: Right, and not the tiny things they have out there in a couple of places.

Mr. Sherbin: They need to be on both sides because quite often I see people going backwards on the golf course. We don't want to just put it in the direction that the golfers go. A lot of people go backwards, including the beverage cart.

Ms. Witcher: That's what killed the lady.

Mr. Mills: Unfortunately, two weeks ago, a lady almost got hit on her bicycle from a speeding golf cart coming out on the same road the woman was killed on. So there is an issue. The signs that we have along the roads that warn of a golf cart crossing ahead, are triangular, which would incline that you are to yield.

Mr. Mills: Right.

Mr. Rick Schoonmaker (Kingswood Way): I think people that live here may get the impression that we are driving golf carts and go across. I suggest that those signs be changed to a square or rectangular sign, not the triangular signs that they currently have.

Mr. Mills: What about if we just took them out completely?

Mr. Darby: I think you must have a warning that you are coming up to a golf cart crossing because it's not obvious just by the striping of the road. I think that's important.

Ms. Witcher: The ones with the reflective paint are prominent at night, but during the day, you don't see the paint at all.

Mr. Pawelczyk: The engineer can tell us what kind of sign you need. The exact type of signage is reflected in the Manual on Uniform Traffic Control Devices (MUTCD).

Mr. Mills: You might want to explain that for the audience's benefit.

Ms. Samitas: Florida Statutes define a golf cart as a motor vehicle designed for effective operation on a golf course for recreational purposes. It's not capable of exceeding speeds of 20 miles-per-hour. As it is a vehicle, the driver must follow the rules of the road. If the driver is on a path approaching an intersection, they are supposed to stop and wait until the road is clear, assuming there's no signage telling them otherwise. So, a vehicle exiting a driveway, as we mentioned earlier, has the ROW. She said the exception to this is if the road has yield to golf cart signage.

Mr. Darby: But the sign says, "Golf Cart crossing." It doesn't say, "Yield". Because it's triangular it applies a yield, but it doesn't say it.

Mr. Schoonmaker: It's confusing.

Mr. Darby: I agree.

Mr. Mills: We could just say, "Golf Cart Crossing."

Mr. Showe: We could have the same sign, just make it square or a rectangle. That's easy enough. We can have those made up.

Mr. Darby: Good.

Ms. Samitas: She suggested one of two options. We want the first option. The ROW is with the vehicle instead of the golf cart.

Mr. Darby: I agree.

Ms. Samitas: We can install golf cart yields to vehicle signage where the path intersects the road. I think she is saying that you could install that on your end as clarity to your residents, so there is no confusion that they need to stop.

Mr. Mills: Okay.

Mr. J.P. Heatherington (Southpointe): I've been here for nine years and have never been to one of these meetings.

Mr. Mills: Thank you for coming.

Mr. Heatherington: I'm somewhat emotional about this issue because on probably two or three occasions, I had to stop my car and have discussions with people in the golf carts about who has the ROW. The reason why I'm emotional about it is typically the guy is drunk. I had a drunk guy in a golf cart try to run me down. So, I appreciate everyone's ideas about what we should do, but I think what's important is that we should be watching all golf carts. So, when someone comes in here and gets a tee time and picks up their score card, when they are traversing the roads in the community, they must yield to traffic. Some don't even look. How could you possibly drive down a street in a vehicle and not know what you are supposed to be doing? That shocks me. What planet is this?

Mr. Mills: That may be something to discuss with the manager of the golf course.

Mr. Heatherington: If you don't, I will.

Mr. Showe: We have. We approached them already. I think if residents want to also do that, we can put some pressure on them.

Mr. Heatherington: It's ridiculous. Somebody is going to get hurt.

Mr. Mills: You're right. Moving along, do we have to take action on that, Jason?

Mr. Showe: No. We already took action to coordinate with the General Manager. We will keep an eye on it. If we need to take further action, we can certainly do that.

#### **iv. Roadway Bonds/Future Roadway Projects**

Mr. Showe: This is just a follow up. It's probably more of a workshop topic. I think there are two different issues here; one is to determine what type of roadway surfacing project you want to undertake. There's also a question about the quantity and the timing. Secondary to that, is what I just provided to you, which is one mechanism of financing. I know that the Board was interested in possibly looking at a large bond issue that would cover the entire project. So, we

requested some preliminary numbers from our bond folks. To issue \$1 million in bonds, which I think is approximately what they would need for the entire project, based on some figures presented at the last meeting, you would have to issue about \$1.3 million. Then you would pay it back over 15 years. The maximum annual debt service is about \$107,000, which is close to what you are putting in your roadway project now. They tried to match it up to as close as they could to the revenues that you are already allocating for that project. So, you wouldn't have to raise assessments specifically for this.

Mr. Mills: Let's make that point very clear. It is not the Board's intent to raise assessments to get this accomplished. We have the ability to borrow money without assessing or raising assessments for this particular purpose on the residents. So, let it be known that it's not the intent of the Board to raise assessments to accomplish the road project.

Ms. Witcher: That's because we have no other bonds outstanding. We paid them off, so we are in a cash situation.

Mr. Mills: We discussed bonding versus borrowing from a bank. I think we should wait until the March workshop to further discuss this issue.

Mr. Showe: I think the financing is the second part of the conversation, but this provides at least some scope of what you might be looking at in that regard. I'll note that no matter what mechanism you go through, even though it still becomes a special assessment, but are not increasing assessments, there is some language and maybe some education to residents, because they will receive a mailed notice. They will say, "The Baytree CDD is going out for bonds." Because of the size of the community, we can provide some education, but the bigger question is how much you need, the mechanism and how much do you want to look at. Then we will finance it secondarily. This will give you some idea of what ballpark you are in of what you want to do. The recommendation from the engineer is to cap it at \$100,000. It's been increasing 8% every year to get to \$100,000. That's why we are targeting that amount.

Mr. Mills: I understand, but conservatively, assuming that we continue to put \$88,000 into the reserve, we would have enough money in 2026 to self-fund the entire project as a mill and overlay, which gives you one surface. If you borrowed \$350,000, you could do it in 2022, two years from now, but you would incur about \$36,000 in interest. We should find out from the engineer is if our roads are in good enough shape that they don't need a significant repair until 2026, at which point you could self-fund it and it wouldn't be an issue.

Mr. Showe: There is a work study in there that you can do on the roads. Those are all questions. Some of your roads are better than others, so you have a question of whether you are taking away the lifespan to do the entire project at once. There are always going to be questions out there.

Mr. Mills: Yes, I think we need to discuss that at the workshop and not tie up this meeting.

Mr. Pawelczyk: Mr. Chairman, since you have so many residents here, one of the reasons you were looking at borrowing money is because the cost of borrowing is so low right now. That's why you were looking at it.

Mr. Darby: You save on mobilization costs.

Mr. Pawelczyk: Exactly, rather than doing it every year.

Mr. Mills: I spoke with the Vice President of Lending for Seacoast Bank, one of our local banks. He told us that the interest rate is 3.9%, which is a great interest rate.

Mr. Pawelczyk: The estimate on bonds would be 3%.

Mr. Mills: So you are right in the ballpark.

Mr. Showe: Oh yeah.

Mr. Mills: But then you have to think about the cost.

Mr. Pawelczyk: The cost of issuance (COI) is a little higher.

Mr. Darby: I agree that we should defer it.

Mr. Mills: Lets defer it.

## **B. Recreational Paving Budget vs. Actuals**

Mr. Showe: We provided to you the final cost for the recreation area parking lot. I will note in the actual section, we moved from surveying to tree replacement, which increased the project to a total of \$93,000. We may still have some outstanding engineering invoices and some drainage work to do. I think we are still waiting on the figures so we can wrap up once we get the county permit, but it does give the Board a scope. I will resend this out to you tomorrow once I deleted those columns.

Mr. Darby: Maryelen, how are you and the county getting along these days?

Ms. Samitas: I have been in correspondence with them since Thanksgiving of last year, the latest of which I haven't had a chance to tell Sherry electronically, but last week we

submitted what I consider to be a final revised drainage report and calculations that were requested by county review staff in the Engineering Department. She was a bit wishy washy and non-committal. This was last week. On Friday I submitted it paper copy and then I spoke with her on Monday evening. So, I do not yet have approval in hand. At this point, we've done everything we can do to try to demonstrate to them that the pond is compliant and functional. I did ask about the components that we previously recommended to try to bring the pond into compliance, the end treatments and the control structure, which are all plastic. It's about \$1,400 worth of parts that I haven't felt comfortable telling you to procure, until we get some kind of commitment from the county. At this point, if we don't have that closure from the county and I can't even get them to move on closing out the permit, I don't feel comfortable spending additional money for those parts.

Mr. Mills: When had the torrential rains a couple of weeks ago, I rode over there. I did not see any runoff or water retention issues.

Ms. Samitas: Or flooding.

Mr. Mills: Or any flooding. Have they examined that when we had those major rains?

Ms. Samitas: No.

Mr. Mills: So, they are going strictly by number.

Ms. Samitas: Yes.

Mr. Darby: They are going to the 100-year level.

Ms. Samitas: Yes. Like I said, at this point, I don't feel like we need to put any more resources into this. I think we gave it a good effort. I almost recommend taking a do nothing approach right now. Let's wait and see if they come back with any type of enforcement issues, but I don't expect that to happen.

Mr. Mills: At the last meeting, I mentioned that we should speak with the County Commissioners on this issue. Do you feel now is the time to do that or do you feel that we should wait?

Ms. Samitas: I thought about that. We have to be careful what we ask for. If we have the opportunity to just let things be and continue enjoying the use of the parking lot, then that's significant.

Mr. Darby: What's the implication of not having an approved permit?

Ms. Samitas: The permit is approved, but they haven't issued any certifications. If you had a typical building, you have to wait for a Certificate of Occupancy, but not in this situation. This is a parking lot, so we just need an as-built approval. We submitted the as-builts and adjusted all of the calculations. I really think we are just at the mercy of the non-responsiveness of the county reviewing systems right now and I don't think there are any more resources through our labors.

Mr. Mills: Very good.

Mr. Darby: That's fine. Can we take down that permit board?

Ms. Samitas: Yes.

Mr. Darby: Thanks.

Mr. Mills: Good.

Ms. Witcher: Keep it in hand.

**C. Workshop Proposed Dates**

**i. March 4<sup>th</sup> or 10<sup>th</sup>**

Mr. Mills: One workshop is proposed for March 4<sup>th</sup> at 10:00 a.m.

Mr. Showe: March 4<sup>th</sup> or March 10<sup>th</sup>.

Mr. Mills: I'm sorry. March 4<sup>th</sup> or 10<sup>th</sup> at 2:00 p.m. Does anyone have a conflict?

Mr. Darby: I can't do March 4<sup>th</sup>. I can do March 10<sup>th</sup>.

Mr. Mills: I can't do March 10<sup>th</sup>.

Mr. Brown: Is there a way anybody can do a Monday?

Mr. Darby: Sure.

Mr. Brown: Then I can rearrange my schedule.

Mr. Darby: Jason, is that okay with you?

Mr. Showe: If it's on March 9<sup>th</sup>, we would have to do it earlier in the day because I have a night meeting in Lake County.

Mr. Brown: How about March 23<sup>rd</sup>?

Mr. Showe: I can do the 23<sup>rd</sup>.

Mr. Darby: I'm good on the 23<sup>rd</sup>.

Mr. Showe: The challenge with the 23<sup>rd</sup> is that April 1<sup>st</sup> is your regular meeting. I tried to set the workshops in between so you would have sufficient time.



Mr. Mills: The 23<sup>rd</sup> works for me. We have two weeks.

Mr. Darby: Not really.

Mr. Showe: A week and a half.

Mr. Darby: I think that will work.

Mr. Showe: We typically send the agenda out two weeks in advance, so we could discuss it at that meeting.

Ms. Witcher: What time on the 23<sup>rd</sup>?

Mr. Mills: The same time; 10:00 a.m. to 2:00 p.m.

Mr. Darby: Rick, when do you need to leave?

Mr. Brown: I will make arrangements to leave on the 24<sup>th</sup> at the first light out of Orlando. So that time would work fine.

Mr. Mills: Should we meet in the morning or in the afternoon?

Mr. Brown: Morning would be better.

Mr. Showe: Do you want to do it at 10:00 a.m.?

Mr. Brown: 10:00 a.m. to 2:00 p.m. is fine.

Mr. Mills: So, we will set the first workshop for March 23, 2020 at 10:00 a.m.

## **ii. July 9<sup>th</sup>**

Mr. Mills: The other workshop is proposed for July 9<sup>th</sup>.

Mr. Darby: Do you want to look at a Monday as well?

Mr. Brown: I hope I'm done by then.

Mr. Darby: I'm free on the 9<sup>th</sup>.

Mr. Mills: Just have it tentatively set for July 9<sup>th</sup> and if we have to change it, we will.

Mr. Showe: I have it scheduled at 2:00 p.m. Do you want to change it to 10:00 a.m.?

Mr. Mills: Yes.

Mr. Darby: Yes.

Mr. Brown: Is that a Thursday?

Mr. Mills: That is a Thursday.

Mr. Showe: So, we have workshops tentative scheduled for March 23<sup>rd</sup> at 10:00 a.m. and July 9<sup>th</sup> at 10:00 a.m.

On MOTION by Mr. Darby seconded by Mr. Mills with all in favor scheduling workshops for March 23, 2020 at 10:00 a.m. and July 9, 2020 at 10:00 a.m. at this location was approved.

Mr. Mills: The reason we are having workshops, is according to the Sunshine Law, we can't talk to each other, unless it's at a public setting. We can have workshops in a public setting and talk to each other, but we can't take any action on any items being discussed. So, we decided to keep these meetings at a minimal time limit. We will have the workshop and then we will come to the meeting and take action on the items that we discussed at the workshop.

Mr. Showe: It's also important to note that because it is a workshop, you are not required to have public comments, like you do here. That is really your option. Obviously, just like these meetings, they are open to the public so anyone can attend, but it's up to the Board whether to open it up for public comment. Boards handle that differently. In the past, you guys have been receptive to anyone that wants to speak, so I wouldn't expect that to change. Again, it's important for residents to know that at the workshops, the Board cannot make any votes or any decisions. The intent is to queue up the next meeting so when they get to these meetings, they already have items to discuss to make these meetings a little shorter.

## **FIFTH ORDER OF BUSINESS**

### **CDD Action Items/Staff Reports**

#### **A. CDD Action Items**

Mr. Showe: We can go through these fairly quickly. The sidewalk/tree repair was completed. Right Will?

Mr. Viasalyers: No. We are still working on the sidewalk. The tree was repaired. Multiple sidewalks were damaged.

Ms. Witcher: Do you how many trees abut the road?

Mr. Viasalyers: No. I would have to go through the county.

Ms. Witcher: I was just wondering.

Mr. Showe: I believe we can remove six or eight a year. I think eventually all of them are going to have to go, based on the sidewalk damage. Every year we do this. We send notices out to residents. There are a few that we keep every year. We try to work with the residents.

Ms. Witcher: If you have a tree in your ROW between your sidewalk and your road, put your name on a list so we can remove them. That way it won't impede the sidewalk or road.

They were required when we built Baytree and they are now causing problems because they are 25 years old.

Mr. Showe: Especially if your tree is causing sidewalk damage. If you noticed either some grinding or repair work in front of your tree, let me know and we will put it on a list for the next cycle of removals.

Mr. Sherbin: Normally there's a size limit.

Ms. Witcher: What kind of tree?

Mr. Mills: A specimen tree.

Mr. Showe: If you have a specimen tree, we can't touch it.

Ms. Witcher: I have one in my yard. You cannot take it down unless it's diseased.

Mr. Sherbin: Those trees were actually planted by the developer.

Ms. Witcher: I know. If it's a specimen tree, you can't take it out unless it's dead.

Mr. Sherbin: It's a Live Oak. Correct?

Mr. Showe: Yes.

Mr. Bosseler: We are also replacing it, just so you know.

Mr. Showe: The county requires us to replace it. There is a caliper requirement. They measure the tree we are removing, and we are required to replace it. It's not the same caliper. If it's a reduced caliper, we have to put in a similar size tree somewhere on CDD property.

Mr. Darby: Not necessarily in the same location?

Mr. Showe: We can't put it in the same location.

Ms. Witcher: But it would be someplace in Baytree. Hopefully, it can provide someone some shade.

Mr. Showe: The next item is the fence along the recreation area. I think we are waiting for the dry season.

Mr. Viasalyers: Yes. It's still too wet to get in there, unfortunately. We still keep getting winter rains.

Mr. Darby: Is there any idea of when they think they can get it to us?

Mr. Viasalyers: As soon as it is dry. We are checking it every week and it's still wet.

Mr. Darby: Okay.

Ms. Witcher: Excuse me, but it's my house that we are talking about. It's pretty soggy.

Mr. Showe: We are talking about the recreation area. I have yours on the list.

Ms. Witcher: Okay.

Mr. Showe: The next item is the gate system at the pool facility. They actually came out this week and took measurements of that gate. They anticipate it will be six weeks until they can fabricate the rear gate that will need to be put in. So probably in about four weeks, we anticipate sending out new access cards. We were going to send them out earlier, but you have a lot of turnover on your property, so if we are sending out two free to every home, I want to try to get it to the correct owners. So, if anyone in the audience is a property owner, you will be receiving two new access cards in the mail within the next four to five weeks for the pool. The old ones will work until the new system is in, but when the new ones are activated, you can't use the old ones. We will put announcements on the board and try to have as much communication as we can, but if you look in your mail and see new access cards, that's why.

Ms. Witcher: Will they be registered?

Mr. Showe: Yes, we are going to track them. Numbers were given out. You will get two free to start with and then after that, we will charge based on the replacement cost of those cards.

Ms. Witcher: They just won't be willy nilly like at the beginning when they weren't tied specifically to your house. They were just given out. Now, they are tying it to the house, and they will know when you are in and out. If you lose them, they can be deactivated so somebody else can't use them.

Mr. Wilkerson: It will take six weeks? That's the best we can do?

Mr. Showe: They have to build a brand-new gate and it's a six-week fabrication process.

Mr. Wilkerson: Unless it's five weeks of drilling and one week to build.

Mr. Darby: So, the gate is removed now?

Mr. Viasalyers: Apparently.

Mr. Darby: It should be sufficiently secure, so nobody gets in there. I worry about security.

Mr. Showe: The 510 Royston vegetation is on hold for now. For the Kingswood Way drainage, we received the proposal in the last few days. It's \$16,000 for the re-grading of that back towards the conservation area. We have some excess funds of \$9,000 because we only anticipate about \$21,000 worth of lake work this year, plus we have some reallocation of drainage funds. So, if the Board wanted to try to get that issue resolved, that is the quote we have or we can reach out to other vendors to try to get another quote.

Mr. Mills: Was that from Tropic Care?

Mr. Viasalyers: Yes.

Mr. Bosseler: So Tropic Care did further evaluation?

Mr. Showe: Yes. I think the engineer met him out there. It was a culmination of a lot of work.

Mr. Darby: We don't know for sure by doing the drainage that's going to resolve the problem. Right?

Mr. Viasalyers: Not 100%. That was my understanding.

Mr. Mills: Well we have the issue of the pond that was created by the bank. Once that lake rises, it actually penetrates onto our property as well and into the conservation area. Then there is a stream that goes behind it. We obtained permission from the St. Johns River Water Management District (SJRWMD) that we can go in and grade, hoping that will alleviate the issue. I've seen that area many times. I was there with William to meet with the excavator and Tropic Care. He feels that once that is done, it will probably eliminate 90% of the issue. So, I think we should move forward and get it done because it has been discussed for the last four years.

Mr. Darby MOVED to approve the proposal from Tropic-Care for the Kingswood Way drainage improvements in the amount of \$16,000 and Mr. Brown seconded the motion.
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Mr. Brown: Can I vote?

Mr. Pawelczyk: You can vote.

Mr. Bosseler: I'm going to abstain.

Mr. Showe: You can't abstain.

Mr. Pawelczyk: Unless you stand to gain or lose financially. That's the only way you can abstain.

Mr. Bosseler: That's my neighbor.

Mr. Pawelczyk: He can vote. Vote yes or no.

Mr. Bosseler: Yes.

On VOICE VOTE with all in favor the proposal from Tropic-Care for the Kingswood Way drainage improvements in the amount of \$16,000 was approved.

Mr. Showe: We will get with Tropic-Care and proceed.

Mr. Darby: Again, you have to wait until things dry out.

Mr. Showe: The next item is the Lake 1 access and the 2020 lake bank repair. We finally received the contract from the vendor and will have that executed by the Board today. I think he's targeting later in the year for that project. Now that we have that contract on the books, we will get with counsel and have the agreement with the homeowners finalized and get that over to you for execution.

Ms. Witcher: When later in the year?

Mr. Showe: We don't have a specific date.

Ms. Samitas: He is not going to be specific. I would assume in the fall, before the rainy season starts.

Mr. Mills: We can't get it done before the rainy season?

Ms. Samitas: That is what I will press for. I can't make any guarantees.

Mr. Mills: I would see if we can get it done before the rainy season starts again.

Mr. Showe: We will try to get it done as soon as we can. This is one of the few vendors in the state that does this work. He is going to be in the area, but he's trying to do other work in the area at the same time to save on mobilization costs and be efficient. So, we will push them to get it done as soon as we can. When we have an update, we will let you know.

Mr. Mills: Okay.

Mr. Darby: When is he supposed to be doing the lake bank restoration? In the next couple of months?

Mr. Showe: As soon as he can. He hasn't given us a specific date at this time.

Mr. Darby: But possibly they can combine both jobs.

Ms. Samitas: It would be the same mobilization.

Mr. Showe: Right. The website conversion was completed. So your website has a different look right now. If you see anything, let me know. Obviously with all of these conversions, sometimes things get turned around. We've done our best to check it, but if you see

anything let me know. The last item was to convert the tennis court lights to LEDs. William did a good job getting a proposal.

Mr. Darby: Thank you.

Mr. Showe: The other three heads are \$6,180. That's to do them all at one time. Like we are doing with other lights throughout the community, we are essentially waiting until they break and then replace them with LEDs. Again, you are looking at the usable life that's still there. I think all of the lights are functioning now. It might not be a consistent look at night, but they are functioning. So, if it's the Board's direction, when those lights go out, we will replace them with LEDs. That way, you are not spending \$6,000 to replace lights that are functioning right now.

Mr. Darby: That's a good idea.

Ms. Witcher: We were talking one time about marking the pole that is in between the pavilion and that side of the court so it will shine light on the pavilion also.

Mr. Showe: We can look at that.

Mr. Darby: There are lights at the pavilion that are motion activated. So, as you approach the pavilion, the lights go on. We did talk about possibly having lights in the parking lot, but frankly there's enough light from the pool and adjacent areas. So that probably isn't worth doing.

Mr. Mills: William, as lights blow out around the guardhouses, are we replacing them with LEDs?

Mr. Viasalyers: Yes.

Mr. Mills: Have you noticed a reduction in our electric bills?

Mr. Showe: I will take a look at that. The biggest savings is on those streetlights. We will continue to monitor it.

Mr. Bosseler: William, the light is still out by the fountain. Is that our light or does it belong to Florida, Power & Light (FPL)?

Mr. Viasalyers: We are still having some issues with that. Our lighting vendor is working on that right now. Either the fountain will be off, or the light will be on.

Mr. Mills: You can't have both on.?

Mr. Viasalyers: We left the fountain on because it's not really noticeable.

Mr. Bosseler: What about the spray in the lake?

Mr. Viasalyers: That's been an issue, from my understanding for quite a while. We need to replace that fountain. The vendor currently will not put a light in there.

Mr. Bosseler: We have a pole across from the spray right along the tree line.

Mr. Viasalyers: That light is currently tripping the breaker. The electrician is trying to establish what's causing it.

Mr. Showe: When that light is on, it trips the breaker for the fountain. So they are trying to trace back where the issue is so they can turn them both on. That's all we have for action items. Does the Board have any questions?

Mr. Mills: No.

Mr. Darby: What about the replacement software for the transponder system?

Mr. Showe: We are verifying that with the vendor right now, to make sure that the code is still active. We started to get all of our assessment funding in, and as soon as I can verify with the vendor that the quote is still good and ready to go, we will do it as part of your maintenance.

Mr. Viasalyers: Actually, I have an update on that. I spoke to the guy doing the work and we are going to do that work in conjunction with the pool gate.

Mr. Darby: It's just a software update.

Mr. Viasalyers: No, they are replacing the transponder.

Mr. Showe: We won't notice any difference. It's more of a tech upgrade, which will provide more reliability on the information and ease of access for ACT. It won't change anything about your transponders or how they work.

Mr. Mills: I asked about getting proposals for a new gate arm company.

Mr. Viasalyers: I reached out to vendors and haven't received any quotes yet.

Mr. Mills: That needs to be on the Action Items List, so it doesn't get forgotten.

Mr. Viasalyers: I will put more pressure on the vendors.

Mr. Mills: Please.

Mr. Darby: If you need help cleaning out the storage unit, I will volunteer. It will save you the \$89 per month.

Mr. Mills: Well, now that we are not using the back guardhouse, we don't need it.

Mr. Darby: Absolutely.

Mr. Mills: Is the storage area that we have currently, larger than what we have at the back guardhouse?

Mr. Showe: Yes.

Mr. Darby: But you have things you are not going to keep.



Mr. Showe: Now that we are cycling through some of these projects, we have some maintenance staff that we are going to bring out and have them go through everything to see if we can get ahead of a few items.

Mr. Mills: Very good.

**B. Additional Staff Reports**

**i. Attorney**

Mr. Pawelczyk: I don't have anything to report. I just wanted to bring to your attention that a couple of meeting ago, we had a legislative report and even though it doesn't affect CDDs, we talked about the tree ordinance or tree statute. Whereby, if you had a certified arborist and a homeowner tells you that your tree is dangerous to persons or property, then you can remove the tree and not get a permit from the city or county. So, we indicated, at the time, that we really don't know what that statute is going to result in. Municipalities have filed lawsuits to stop people from removing trees and they are being litigated now, especially specimen trees. I guess the long and short of it is as I indicated at the meeting, if you are going to have a tree removed, let the county know ahead of time and if a certified arborist said the tree is dangerous. Then you document your file. So what I'm hearing is in the next legislative session, that statute is going to be amended to provide clarification. There is a legislator, in fact the leader of the Florida House, who actually sent a memo encouraging people to take advantage of the statute and to let him know if municipalities or counties are giving residents a hard time. It could be very litigious and as a homeowner, you don't want to get involved, so when in doubt, call them and say, *"I'm going to remove my tree because it's dangerous, this is why, and this is what my arborist said. I'm going to remove it next week."* I don't want anybody to just do it because the speaker says you can, because he is not going to pay your attorney's fees if you hire a lawyer. So, I expect something to come out of the next legislative session and if so, we will let you know. William talked about that before. Hopefully, there will be more clarification. That's all I have.

Mr. Mills: Very good. Thanks Mike.

**ii. Engineer**

Ms. Samitas: I'm filling in for Jeremy this month. I have Katie Sweetman with us. She is part of our team in the office and was previously with SJRWMD. There is a packet in front of you. There were so many things to report, so we just went ahead and made a copy of some of

them for you. The first item has to do with the roadway paving. National Drive has been completed, but there were some texture differences across the surface that was noticeably different from previous paving jobs.

Mr. Mills: The paving is not consistent. You have a porous area and a smooth area. If you are coming in on Old Tramway Drive, as you round the circle, the road is very rough. It's like a washboard effect. In my opinion, it is not a professional job. It looks like somebody came in and just spread black top and rolled it out.

Ms. Samitas: So, you would say it's noticeably different from the previous paving?

Mr. Mills: I would say based upon what was done at Chatsworth and on Old Tramway Drive in year's past, it does not reflect that at all. I could not recommend these people to do a job for us.

Ms. Samitas: We reached out to them to give them a chance to look at the issue and see if he notices it as well. They are the experts. So, we are in the process of trying to get a response out of them. They were actually out of town last week. I think Jeremy left off with Mr. Gordon. We have been in contact with them. The best that I can do is to just keep you appraised.

Mr. Mills: Okay.

Ms. Samitas: We have some internal pavement experts in other offices in Orlando and we can bring them over here as a last resort to take a look at it. Sometimes they can tell if it was laid incorrectly or if it wasn't hot enough or some other minor details.

Mr. Mills: I'm not a blacktop expert, but I know that if it's too hot, it will roll up on you, creating ripples.

Ms. Samitas: Right.

Mr. Mills: If it's too cold and you can't roll it smooth, you will have a porous effect. It looks like there is a combination of several different things going on here.

Ms. Samitas: Okay, so we will continue to pursue this. I hope to have an update for you this week.

Mr. Mills: We can discuss it at the workshop.

Mr. Showe: Sure. If we get one in the meantime, I'll distribute it to the Board. For the Board's information, we held that invoice, so they will not get paid for that work until we get some answers.

Mr. Mills: I asked Jason to put that invoice on hold.

Ms. Samitas: The next item is the pavilion. We pretty much covered that. I have a copy of the documentation. Would you like to have it?

Mr. Darby: I think we should have it for the record.

Ms. Samitas: I can get that to you electronically or a hard copy.

Mr. Darby: The trouble with getting it electronically, is it is very hard to read, especially when I print it out.

Ms. Samitas: I will leave this with you today.

Mr. Darby: Excellent.

Ms. Samitas: I will let you know if they respond.

Mr. Darby: Please.

Ms. Samitas: It wouldn't surprise me if I hear from them again, but we will see what happens. The next item is the Kingswood Drive drainage, which was covered as an action item. The fourth item is the lake bank restoration, which we discussed. However, there are some additional details in our report. Katie did a site walk with the contractor two months ago. You have the full amount, an aerial of the property and the lakes that were completed, as well as a legend, showing the proposed properties.

Mr. Darby: Actually they are all enumerated in Bill's quotation.

Ms. Samitas: That's right. There are a number of pages that follow, so I'm not going to go through each one necessarily. We can look at it during the workshop since this work isn't going to be done for several months anyway. I just wanted to give you an update on the existing conditions.

Mr. Darby: 100 linear feet was supposed to be repaired on Lake 16 in 2020, but yet Lake 16 does not appear on Bill's proposal.

Ms. Sweetman: This work was not completed last year and was moved to 2020. That's why you came in ahead of the budget.

Mr. Darby: We were under budget by about \$9,000. It was around \$25,000 against a budget of \$30,000.

Ms. Samitas: Is there a reason why you were under budget?

Ms. Sweetman: We lumped the work for mobilization.

Ms. Samitas: That makes sense.

Mr. Darby: If it was originally identified as a project in 2020, should we do it since we have the funds and it's going to be mobilized?

Ms. Samitas: Was there future work to be done on Lake 16?

Mr. Darby: I don't think anything additional was planned for Lake 16.

Ms. Samitas: Lakes 1A, 12B, 19 and 20 were supposed to have geotube repairs this year. We will look into that. I don't have an answer off the top of my head, but it may be that they inspected it when they were onsite. We will determine whether it was really needed.

Mr. Darby: Okay.

Mr. Showe: I know they often depend on his expertise.

Ms. Samitas: It's true. The original survey was completed in 2012 and these images are dated 2017.

Mr. Darby: We probably shouldn't skip the lake bank restoration and if we have funds available, we should prioritize the lake banks.

Ms. Samitas: Yes.

Mr. Darby: I just want to make sure that we are on top of this.

Ms. Samitas: One of the challenges with extending the work out by so long is you get hit with mobilization costs and have to break up the work. We tried not to do that as much as possible, including the critical areas.

Mr. Darby: Take another look at Lake 16.

Ms. Samitas: The budget is still \$30,000 a year. Right?

Mr. Darby: \$30,000 a year.

Ms. Samitas: The money has not been allocated for anything else?

Mr. Darby: No.

Ms. Samitas: Okay. So the Board's desire is to utilize that budget if we can.

Mr. Mills: I would say yes.

Mr. Showe: If it makes sense and we are not spending three times as much, we need your expertise on that.

Ms. Samitas: We will check how we group together the properties and if it makes sense to utilize the spare \$9,000.

Ms. Sweetman: We should while the contractor is here.

Ms. Samitas: Sometimes things come up in the field, even though he does a walk through, once in a while. Last year, we missed Linford Court and ended up adding it, which put us over the budget. However, the funds were from the prior year, so it worked out.

I think you were working with Jeremy on Google® Street View. He did get an update and provided some correspondence. I believe he completed his scope of work, but was waiting on Google® to upload everything. The last time I checked Google® Maps, Google® photo spears was there. As far as we can tell, the scope of work is completed. We provided you the updated correspondence that we received a day or two ago showing where he's at. We are trying to work with Google® to get everything updated. It's not on Google®, but it's on Google® Maps.

Mr. Mills: Did you know, if you Google® the entrance coming into Baytree, it takes you to the back gate.

Mr. Darby: Especially if you are south.

Mr. Mills: Is there any way that we flag that the gate is not accessible?

Mr. Showe: We had that question come up multiple times and I reached out to Google® multiple times and it doesn't work out as far as I can tell.

Ms. Samitas: We can try. I don't have a lot of experience working with this, so I don't have an answer, but if he can upload these photos, maybe we have a chance.

Ms. Witcher: He can tell them, *"By the way, the back gate is not accessible."*

Mr. Sherbin: What happens if you Google® the address for the back gate?

Mr. Showe: It's probably all mapped, depending on which direction you are coming from.

Ms. Witcher: I instruct my vendors to come through the front gate.

Mr. Sherbin: I like the crowd, but next time, put it on the screen. It's easy enough to do. Then everyone knows what's going on. Right now, nobody in the room other than six people know what's going on.

Mr. Mills: Explain to the audience what we are talking about with Google® Maps. Good point, Mike.

Ms. Samitas: When we started looking at some of the pavement rehabilitations and lake banks and all of this rapidly oriented data, we thought it would be advantageous to have Google® feature street views of Baytree. So that can serve as an existing condition prior to getting some of these improvements done like the roadway paving. We tried to get this contractor to take street

view photos and upload those to Google® Maps, so you could zoom in to see your street. That's a feature Google® Earth and Google® Maps both have. So as of right now, the photos were taken, which we uploaded to Google® Maps, but not Google® Earth. So that is what we are discussing.

Mr. Showe: By way of background, every time we had a question, a lot of times the District Engineer had to come out and physically look at the site. So, the anticipation was if we could do this, they wouldn't have to bill us to come out and look at the site. They would have some photos to get some point of reference to try to save the District money.

Mr. Darby: Maryelen, what was the cost for Mr. Gallagher to take these photos?

Mr. Mills: \$500.

Mr. Showe: No, it wasn't even that. I think it was under \$300.

Ms. Samitas: It was \$400.

Mr. Darby: So it was relatively inexpensive.

Mr. Showe: Correct.

Mr. Mills: Yes.

Mr. Darby: Do we owe Mr. Gallagher anything for taking the pictures?

Ms. Samitas: I think he was a contractor for Google®, if I'm not mistaken.

Mr. Darby: So there's no additional charge.

Ms. Samitas: I don't think so. We uploaded photos before any charges.

Mr. Darby: Great.

Ms. Samitas: The next item was golf cart crossings, which we already covered.

## **1. Work Authorizations**

### **a. Lake Restoration**

### **b. Road Paving**

Ms. Samitas: Looking back in the files, I noticed that Melissa used to submit work orders for some of the extraneous work we were doing. So, when I spoke to Jason about this, he suggested putting some work orders together, so we know what we are up against. I did that, and you have two in your agenda package. The one that is missing is for the pavilion. We spent some additional funds for the pavilion. I haven't charged all of my time, but some of staff's time was accounted for. I have it if you want to look at it later. So all I'm asking for is the approval of the two work orders in your agenda package. I would like to also provide a breakdown to Jason that

I put together this morning of those work orders. As far as I know, we still have \$25,000 for general services. These are all not-to-exceed amounts.

Mr. Showe: I will send this out to the Board.

Ms. Samitas: Thank you.

Mr. Mills: In your invoices, do we get the hours that you worked on a particular project?

Ms. Samitas: Yes. There is always an itemized breakdown. As of 2020, I tried to clean up our books a bit. I'm going to try to stick with general tasks like lake bank, pavement restoration and pavilion.

Mr. Showe: They are tracking them by project now, so when the invoices come in, when you approve these caps, the invoices will reflect the individual work coded to each property.

Mr. Darby: Maryelen, I would just like to suggest that you include your estimate on future work orders, number of hours per category per the individual, like the Project Manager, Senior Engineer, etc.

Ms. Samitas: Yes. I actually brought a copy of that.

Mr. Darby: Put it on the work orders itself so we have some idea of the work effort.

Ms. Samitas: Okay.

Mr. Darby: For example, we were talking about \$13,500 for engineering costs for lake bank restoration, versus a \$21,000 project. Engineering is 63% the cost of the project itself. So we need to have some discussions. My concern is that we have an engineering budget of \$25,000 and two proposals, which take total engineering expenses up an additional to \$61,500. We have to budget that. So that money has to come from somewhere. In the future, we have to really look at what our engineering costs are and do a better job of budgeting, because we need engineers and infrastructure needs to be addressed. We just need to budget appropriately.

Ms. Samitas: The pavilion got out of control, without a doubt. I think we've probably been a little conservative on work order estimates for lake bank and paving. That was by design so we wouldn't have to come back and spend any more money. To give you an idea, to date we estimated \$20,000 on lake banks for 2020 starting in October and we are well under that. At that rate, if you extrapolate that, hopefully we won't hit that cap.

Mr. Darby: Part of what I struggle with, is there is a \$25,000 basic budget for engineering. Then there are work orders for incremental work like lake banks. So, what was part

of that \$25,000 in your estimate to us was considering some lake bank. Incrementally, are we double dipping?

Ms. Samitas: That's where I'm trying to keep them separate so if it is specific to lake bank, it doesn't generally hit.

Mr. Showe: Once they have them go through and start attaching them by types of projects, we will have a better handle. They kind of have been comingled in the past. Everything has been put under general services at some point, but if we approve the work orders, then they will be tracked that way. So, in next year's budget, we can say, "This is exactly what we spent on this, this and this," and then we can build that line item.

Mr. Darby: I suggest in next year's budget, we do zero based budgeting for the basic \$25,000 so we know what's in there and it can be clear on what incremental activity we have.

Mr. Mills: The other side of the coin is hopefully they won't be doing this every year and once we get this infrastructure squared away, we will be able to coast for a while.

Mr. Darby: There's always something.

Mr. Mills: Yes, but roads and lake bank restoration are the most expensive.

Ms. Samitas: We did the pavement work order when we were still looking at microsurfacing, thinking it was already done and trying to economize.

Mr. Darby: I understand.

Mr. Showe: To the extent that maybe you decide to put that project off, obviously this is just an approval to start with. They are only going to bill for the work that they do, and we will try to keep an eye on making sure that they are not going to get too far ahead.

Mr. Mills: We have a not-to-exceed anyway.

Mr. Showe: Sure.

Ms. Witcher: A lot of people here don't know what's involved in lake bank restoration. If it hasn't been done by their house, they have no idea of what's going on. So why don't you explain?

Mr. Mills: Does anybody need clarification on the lake bank restoration work? It's for all of the lakes in Baytree.

Ms. Davidson: The one by my house is a mess. My husband and I usually mow the strip of grass behind it that faces across the lake.



Mr. Mills: The restoration is actually bringing back the wash away because you are on the windward side. What's happening is the water is lapping and eroding the bank. So, this is bringing the bank back to where it's supposed to be. That is what the restoration is about.

Mr. Bosseler: We should find out if it's common area. Ma'am, what is your address?

Ms. Davidson: 7971 Bradwick Way. We are in the cul-de-sac by the tee box. It looks terrible.

Mr. Mills: We will take a look at it.

Ms. Davidson: Thank you.

Mr. Mills: You're welcome. Do we have a motion to approve these two work orders in a not-to-exceed amount?

Mr. Darby: I suggest that we approve one, but not the other and have the paving discussion at the workshop.

Mr. Mills: Perfect. That's a good idea.

On MOTION by Mr. Darby seconded by Ms. Witcher with all in favor the work order for lake bank restoration services in an amount not-to-exceed \$13,500 was approved.

Mr. Showe: We can include the road paving as part of that discussion.

Mr. Mills: Very good.

Mr. Showe: If you issue bonds, those engineering costs associated with that project could be recapturable through the bond process.

Mr. Mills: Is that all you have, Maryelen?

Ms. Samitas: Yes.

### **iii. District Manager**

#### **1. Field Manager's Report**

Mr. Viasalyers: Tropic Care completed the quarterly annuals.

Ms. Witcher: It looks very nice.

Mr. Viasalyers: Along Kingswood Drive, we did some cleanup on the right-hand side along the bank in the fence area. We removed a dead Pine tree and thinned out the Palms. It opened up very nice. That's all I have. Everything else we discussed. Unless the Board has any questions.

Mr. Showe: Do you want to touch on the pool heater?

Mr. Viasalyers: Yes. The pool heater went down and we had a new one installed prior to the winter season. It will last, so we should be able to hold that off until the new fiscal year.

Mr. Mills: Is the temperature being held at 85 degrees?

Mr. Viasalyers: Yes.

Mr. Mills: Okay.

Mr. Viasalyers: You have probably seen steam coming out of it.

Mr. Darby: It's a giant hot tub.

Mr. Viasalyers: No one ever uses it on cold days.

Mr. Bosseler: William, would you take a look at the wooden benches at the pool again?

Mr. Viasalyers: Yes. It's on the list. We are going to be doing some pressure washing and some fixes around the wooden benches.

Mr. Mills: Regarding the landscaping, it's ongoing. I don't know if you saw the bobcats up there this week, tearing out a bunch of growth towards the guardhouse. The Irrigation installation will probably start this week and planting the week after. I talked to Dave. We will be planting up to the guardhouse, so from the front to the guardhouse will be completely redone.

## **SIXTH ORDER OF BUSINESS**

### **Treasurer's Report**

#### **A. Consideration of Check Register**

#### **B. Balance Sheet and Income Statement**

Mr. Showe: In your General Fund, from November 26, 2019 to January 26, 2020, we have Checks 53593 through 53630 in the amount of \$134,622.45. In your Capital Projects Fund, we have Checks 94 through 97 in the amount of \$46,464.50. There is also December Payroll in the amount of \$738.80, for a grand total of \$181,795.75. William and I can answer any questions. If not, we need a motion to approve.

Mr. Darby: I want to make an observation. I noticed that Atkins, during this period, invoiced around \$23,000. That's 93% of this year's budget. GMS, Tropic Care, attorneys and DSI are invoicing between 22% and 27%. Twenty percent of the year has expired. My concern is at this rate, we are going to have a significant problem with engineering costs relative to the budget. I just want to make the Board and everyone aware that we need to budget better next year and be mindful of these expenditures as we go forward.

On MOTION by Mr. Darby seconded by Mr. Brown with all in favor the Check Register for November 26, 2019 to January 26, 2020 in the amount of \$181,795.75 was approved.

## **SEVENTH ORDER OF BUSINESS**

### **Supervisor's Requests**

Mr. Mills: Richard?

Mr. Bosseler: Nothing.

Mr. Darby: I'm good.

Mr. Mills: Carolyn?

Ms. Witcher: What are they doing in Suntree? They closed the road.

Mr. Mills: A pipe collapsed. They tried to sleeve the pipe, but it didn't work. So now they have to tear up the entire road to put in a whole new pipe.

Ms. Witcher: How long is this going to take? It's already been three to four weeks.

Mr. Mills: That's the information I received from the county.

Mr. Darby: They anticipated completion on February 7<sup>th</sup>. Today is the 5<sup>th</sup>.

Ms. Witcher: I don't think so.

Mr. Mills: Mr. Brown, do you have any comments?

Mr. Brown: No.

Mr. Mills: Rick happens to be in Minnesota on business where it's 8 degrees.

## **EIGHTH ORDER OF BUSINESS**

### **Public Comment Period**

Mr. Mills: Moving right along, I know that the majority of the audience is here to comment on the speed humps. We will allow three minutes and after three minutes, you will be cut off.

Mr. Showe: I will time you. I will remind you when 30 seconds are left. We are recording the meeting so please state your name and address for the record, so the minutes are as accurate as possible.

Resident (Susan Sunter, 385 Baytree Drive): I appreciate what the Board does to keep our community nice. I think it looks better and better every year. We have a very serious problem with a speed hump that was placed right in front of my house. The noise is overwhelming from that speed hump. What's happening and I think everyone would agree, is that a vehicle moving at a steady rate of speed gives off much less noise than a car that is decelerating and accelerating. The speed hump is causing 90% of the traffic to slow down to less than 10 miles-per-hour (mph)

and sometimes coming to a complete stop. Then they roll over the hump and hit the accelerator. I have hurricane windows plus plantation shutters, and I can hear it a thousand times a day, that revving sound, even in the back of my house. It's intolerable. So, I'm asking that this speed hump be removed and/or relocated. Either is fine with me, but I need it removed from the front of my house. I have a statement from a very prominent realtor in town who attests that a speed hump in close proximity to a house will negatively impact property values. I think even if we do a conservative estimate, we are looking at it costing me \$30,000 in property value. As you know, we just did a giant renovation because we intend to live here for as long as we possibly can. So, I think it's an excessive burden on us and I'm sure that others will agree. I don't think it's doing anything to improve the speeding situation. My main goal is to stop the noise, congestion that lowers property value. Thank you.

Mr. Bill Sunter (385 Baytree Drive): I just want to add that 10 years ago when we moved to Baytree, we were a little apprehensive about living on a busy road, but we quickly found out that the traffic was not a problem. If there are people that are speeding or reckless, it's really because the volume of traffic that goes by our house is a small number. We found that there were mostly commercial contractors, not even residents. So, we appreciate the Board trying to do something about those relatively few folks who don't abide by the rules, but putting a speed hump 65 feet from the front of my house negatively impacts us. All of the commercial traffic that comes into Baytree, the vast majority, goes by our house. Trucks, trailers, clanging, crashing, payloads, all of that, we hear right in front of our house. It's very distracting. That may be different in other areas where setbacks are further from the road or living spaces are in the back of the house, but that is not the case for us. It really has negatively impacted us. We realize that it's just a trial and we are asking the Board to end the trial and come up with other solutions to mitigate traffic. Thank you.

Ms. Jane Rasmussen (375 Baytree Drive): This is my husband Lou. We are next door neighbors to Susan and Bill. We've experienced the same thing. The speed hump is coming in between our two houses in the front. We also have hurricane windows. We have seen a dramatic increase in the noise level in our house. Even in the back of our house, when we are in our family room, we can hear when a truck or commercial vehicles go over the speed hump and hear them decelerate and accelerate as they go over it. We would also like to second the request that you end this trial and remove the speed hump. Besides the noise level, in our view, I don't think it

accomplishes what everyone wants to accomplish, which is to slow down the traffic. When we've been out there, we watch as vehicles slow down a few feet from the speed hump, go over the speed hump and then zoom off. So, for the distance between our two houses, you've achieved the purpose of slowing down the traffic, but before that and after that, we haven't seen any difference in slowing traffic. It's created a major problem for us getting out of our driveway because we now have a backup of cars that are slowing down waiting to go over the hump. So, we end up having to sit there sometimes for a couple of minutes, if there is busy traffic, because you can't trust whether they are going to slow down when they go over the speed hump, as to whether it is safe to pull out.

Mr. Showe: Thirty seconds.

Ms. Rasmussen: While we appreciate the Board looking at this, this doesn't accomplish it.

Mr. Sherbin: Greg and I have been collecting a lot of comments. We took a survey last summer and had two people in favor of speed bumps and 107 against. One of the other VM's said 50 were against them. So apparently, we didn't make our cast properly or timely. Greg received several comments, and they are all negative. They want to get rid of the speed Humps. They are all over the place. You can see them everywhere. I don't have an opinion, but our division has an opinion. Windsor says no.

Mr. Darby: Mike, I just want to correct one thing for the group who may not have been here when you presented your survey. In your survey, you refer to speed bumps, not speed humps. The difference is, a speed bump a car to slow to 5 mph, while a speed hump is designed to slow a car to something more than that, between 20 and 25 mph. I think that some people didn't understand the difference and we are fearful that we are going to put speed bumps all the way down Old Tramway Drive. That was just a clarification.

Mr. Sherbin: That is correct. That is why Greg and Whit went back out again to clarify the speed humps and he basically got the same results. They didn't care whether there were speed humps or speed bumps. They didn't want them.

Ms. Maria Hernandez (317 Sandhurst Drive): I know how difficult it is for the Board. You make a decision and think it's the right one, but sometimes it doesn't work out. Speed humps just don't work. The people who speed, I watch them, they go over it and then they take off like a shot. I think there are other options that can be considered that would not

inconvenience the poor families that have to listen to “bump, bump, bump, bump” all night. It’s just not fair to them and I hope the Board will reconsider and take action to remove the speed hump and come up with some other solution or put them down at the ends where they come into Baytree Drive. Maybe that will help. I don’t think it will, but it might, so I hope that the Board will consider that we have residents in this community who are suffering greatly because of these speed humps.

Mr. Mills: Thanks Maria.

Ms. Rasmussen: That is my neighbor’s wife. I normally don’t have anything to add other than I spent a lot of time watching if it’s going to have an impact. The biggest impact was on motorcycles. They slow down, but when they go over the second hump and accelerate, it is very difficult to live with. People with SUVs or vehicles that have a higher suspension, literally blow right through the speed bump without slowing down. The people that I see respond to it are the people that probably needed to be faced with a speed bump. Our older residents slow down, which backs up a lot of other cars. The people who really create problems are some of the sports cars in our neighborhood. They seem to be very irritated by it and boost the cars when they take off, making a lot of noise. On a positive note, one thing that I noticed as I jog through the neighborhood, is that the speed hump by the golf cart crossing is very effective. As I go back and forth in that area, I see cars slow down, look and stop for golf carts. Thank you for your time.

Mr. Mills: Are there any other comments?

Tracy Bacon (7981 Bradwick Way): I had not intended to say anything. Only to be here to observe, but based on what I’m hearing, the CDD has always been very considerate and helpful to people who pay to live here. So, we have gone to great lengths over the years to ameliorate the conditions of pond banks simply by which way they face against the wind. So considering that the extent of funds has been spread on those few homes, it’s very inconsistent to cause damage to some of the people who randomly happen to live by a test speed hump. A better solution is perhaps locating them in areas where golf carts cross or areas away from homes. Apparently, the issues from previous meetings was the racing on Old Tramway Drive, which did not have any test speed humps at all. Maybe those were allowed. They might feel differently if they have it right in front of their own home, so I would suggest maybe leaving the one by the golf course, removing the ones by the homes that are individually factored in and finding other locations. Thank you.

Mr. Sherbin: I don't know how many of you walked down Baytree Drive between Bradwick and the guardhouse. My wife walks in the morning between 6:00 a.m. and 7:00 a.m. three days a week and she sees the mothers coming in through the back 9 with their children. You can put in a gate in order to get to the humps. I appreciate what you say about vendors, but at that time of the morning, there is a definite speed hazard. The Board hired cops to come in and issue tickets, which they never did. My wife said that this helped mitigate the speed at least between 6:00 a.m. and 7:00 a.m. By the way, it has been discussed at several meetings for several months about putting in speed humps and there was no opposition. There were no comments. This is not something that's new. It has helped and if people would drive at 25 mph, it wouldn't be a problem. As I said, I am only aware of what takes place between 6:00 a.m. to 7:00 a.m. The problem is with mother's taking their children to the bus stop and not getting up in time, so they have to accelerate their speed.

Ms. Susan Answay (304 Sandhurst Drive): I use Baytree Drive five days a week. Sometimes I walk in the morning and sometimes in the afternoon. The speed hump has not slowed down traffic. It has aggravated drivers. People that are coming from the back, when they hit that speed hump, to try to make up the second they lost by going over that speed hump. I noticed one sports car that refused to slow down. He went over it and scraped his bumper. I thought that was a good thing as he shouldn't be going that fast in the first place. The speed hump has not helped. It makes a lot of noise. As I said, I walk Baytree Drive five days a week in the morning and in the summer, we are out walking at 6:00 a.m. There is a school bus stop, but it's not used in the summer; mainly in the winter. I think that vendors are the problem. Coming from the back gate, when they hit that first speed hump, they are going to make up their time before getting to that speed hump. Again, I appreciate that you are trying to solve this problem, but this trial did not work out for you. Thank you.

Mr. Wilkerson: A lot of residents have not heard this, but I was part of the committee that worked on the BCA and the CDD to research this issue. We've had numerous close calls in Baytree, but no a loss of life; thank goodness. These two Boards worked together hour after hour for years to try to come up with a solution for maintaining traffic. We have come up with signs, every deterrent you could possibly imagine, and this Board decided that speed humps were the right way to go. Now I think from the 36 residents here speaking, I don't think anyone is wrong. I thank Susan and her husband, and I think you are exactly right. I walk Baytree every day with

my puppy and hear the thumps and the acceleration. So, I know what you are talking about. However, we haven't come up with an alternative yet and I think the Board would be negligent in doing so. I think the Board has acted in good faith, but should consider moving the speed hump so it's not right in front of someone's home. I think that might be the solution to eliminate your problem, versus doing nothing. We've come up with speed humps. Mike Sherbin said he distributed a survey. He's a VM, but he didn't do it through the Board and the Board is not aware of any survey results. He said that 100 people didn't want them, but that's out of 1,200 residents. Are we going to do away with a speed hump and then have a child killed on Baytree Drive?

Mr. Showe: Thirty seconds Wayne.

Mr. Wilkerson: I want you to consider that. Maybe there's another solution that we can mitigate. That's all.

Ms. Christina Lapak (7912 Eddystone Way): I understand that you are just trying to do the right thing to get the traffic under control. I know we have done it in the past and you said it doesn't work, but why aren't we using the police to enforce it. If you go a few miles over the speed limit, you are looking at an over \$200 ticket, but if you ticket residents, the people coming in and playing golf and the vendors, you are going to see a decrease in speeding. Thank you.

Mr. Mills: Is there anyone else?

Resident (Not Identified): I'm going to make a quick comment. It was not my intention to say anything because it doesn't affect me and I'm far away from the speed hump. We've lived in Baytree for 25 years. We were maybe the sixth or seventh resident. In that time, we never had anyone get killed or close to being killed on Baytree Drive. Some people drive faster than others, but I don't think it's a life or death situation. That's my opinion.

Mr. Mills: Is there anybody else?

Mr. Bob Eksten (8053 Old Tramway Drive): I am caught between a rock and a hard place. We have a recognized problem and as Wayne pointed out, and I can even remember when I was on the Board many years ago, this is an issue that has been dramatic over the years. On Old Tramway Drive, someone coming around the curb going towards National Drive, went off the road because they were going too fast and hit the fire hydrant. Now I can understand and feel for your situation. I wouldn't want it in front of my house either. I have sympathy for that, but I don't know what recourse we have other than maybe trying to find a place that is not in front of somebody's property. I think Wayne will attest to this, but virtually everybody in The Hamlet



said that they want a speed hump. It's going to be the same irritation for us that it is for you folks, but we see that speeding and are concerned about our kids playing out there. I would hate to have someone get hit because we didn't do anything to try to resolve the problem. I wish there was a different solution. I don't like seeing cops here, but I would put up with them.

Mr. Mills: Thanks.

Mr. Don Parker (365 Baytree Drive): I sit down in front of my garage and watch a lady that walks every morning. I just observe. There is not a real speeding issue out here where cars are driving 25 mph over a 7-foot distance. Sometimes I just count, "1,001, 1,002." I do it every day. If anyone wants to sit with me, I'll show you what I have done. I'm probably in the number one area on Baytree Drive where speeding exists, and we don't have a speeding issue. Fifteen years ago, I met with the Sheriff when they came out and sat on a motorcycle in front of my garage. For the last 10 to 15 years, the cops issued a few warning tickets and a couple of speeding tickets. Nobody slows down. You are not going to stop them. You have to change a person's personality.

Mr. Eksten: Speeding is everywhere. The focus is on Baytree Drive, but people are speeding on side streets too.

Mr. Mills: Does anyone else have any comments?

Mr. Parker: The only speeder I saw this morning was a huge gas truck. They were going more than 25 mph.

Ms. Davidson: This is my first meeting as I just retired. Is the plan for Bradwick Way and all of the other streets to have speed humps or just that main drag?

Mr. Mills: The Board put two speed humps on Baytree Drive in order to find out if they were really effective. It was requested. In fact, I'm going to get back to Wayne's comments. On June 24, 2018, at a CDD meeting we were asked to do something about speeders in Baytree. I have been on this Board for 10 years and all I have heard is speeding, speeding, speeding. Marie has heard it. Bob Exton has heard it. Every Board has heard speeding, speeding, speeding. In 2018, as I said, we had a meeting and I suggested strongly that we ask the VMs or the BCA to form a committee to poll and suggest locations for speed humps. They came back and suggested that Old Tramway Drive, Baytree Drive, Kingswood Way, Balmoral Way and National Drive.

Mr. Norm Amyot (208 Ashbourne Court): I live in Kingswood. I think some people from Kingswood will agree that we have a problem on Kingswood Way. Fed-Ex, UPS, furniture

delivery trucks and some residents speed as they get closer to Baytree Drive. I used to look out there and they are going pretty fast because they have to get to their next stop. I don't know where you are going to go in the future, but there is a speeding issue.

Ms. Janice Windom (7983 Bradwick Way): I love the speed humps I can't tell you how many times, I was on Baytree Drive, in the path of soccer moms, flicking me off because I was going 25 mph. If you were to place a speed bump on Bradwick Way in front of my house, I would love it. I love this community. It's safe. You guys do a great job. Thank you for what you are doing. No one else says thank you. I encourage you all to come to every meeting, instead of one every two or three years. We never received the survey, but we want the community to speak up on this issue. Thank you again for all of your hard work.

Mr. Mills: Thank you.

Ms. Rhonda Watkins (648 Deerhurst Drive): I don't care for speed humps in front of my house. Is there a way to put it in an isolated area or where people really want it?

Mr. Mills: Thank you.

Mr. Greg Scougall (432 Birchington Lane): I am the alternate VM for Windsor and drafted the part of the survey that was mentioned. For that I apologize to the Board. The intent was to solicit feedback from residents. We certainly recognize that the Board is not obligated to do what the residents want. You were elected and can make decisions independently, but the process by which you make those decisions, I ask that you have a test survey to see if they are effective. I personally don't understand what the criteria is for a successful or unsuccessful test, other than anecdotal evidence or thoughts of whether or not we have a speeding issue. Whether or not they are effective is debated. Wayne, I recognize your comment that we have to do something, but doing something is not justification for doing the wrong thing. You could also put nail strips down the road to slow people down, but that is not an effective solution. Because I wrongly put out a survey and it was called an "unsanctioned survey." I understand that it was questioned whether or not it was worded properly and whether or not it was distributed evenly. Whatever the concerns are, it's clear to me that there is probably a higher percentage of interest for a long time, so this is a contentious issue. So I recommend that the Board consider doing a couple of things; one, advertise what the criteria is, what the evidence is and whether or not there is a speeding issue, based not on just personal opinion, but on the evidence and put out a survey

of criteria that would say whether or not this is going to be successful. I don't believe you asked residents before where they wanted speed humps.

Mr. Showe: Thirty seconds.

Mr. Scougall: And what was done.

Mr. Mills: I read earlier where speed humps were recommended.

Mr. Scougall: It references the streets, but Baytree Drive is a fairly long street. So, there could be multiple places.

Mr. Mills: Greg, your three minutes are up. I'm sorry.

Mr. Scougall: You interrupted me so I will take a few more minutes. The other point that I want to make is...

Mr. Mills: You are in violation. Would you please sit down?

Mr. Scougall: Then arrest me for addressing the speed hump issue. If your concern is the survey, then put out a survey that you agree to. Ask the VMs for input and listen to the public. I personally did not receive any notification from Wayne, but I don't know the survey he is referring to.

Mr. Mills: Thank you.

Mr. Schaedel: I had a question and a comment. I've lived here since September 2018 and attended another meeting. This is not the only issue that I was interested in, but I'm glad to be here today. Thank you for all of the great work that you do. Lots of good things are happening in this neighborhood in the short time that I have been here. I'm hearing that there is a lot of controversy over the issue and many residents didn't actually get surveyed and have an opinion about the speed humps. Personally, I think it's a noble idea to try to slow down the speed and I encourage the Board to take another look at how best to do that. I think it would be prudent to approach this issue, similarly to the way you approach people's opinion about the recreational area, where there was good feedback in that case. If I received a survey, I wasn't aware of it and I would not have voted for speed humps because I believe that don't stop speeding. Thank you.

Ms. Hernandez: I think everyone needs to understand that there's no blame towards the Board. You did what you thought was right to slow down the speeders. That is not the point. The point is that it's not affecting the majority of the people in this community. It is affecting a small group of people who can't even sleep at night. That needs to be considered. You wouldn't know that in advance. I wouldn't know that in advance. No one would, but it's not fair to destroy their

property, which is actually doing. Who is going to buy a house where they have to listen all night to, “boom, boom, boom?” So, I think that you might want to consider doing something else like flashing lights to get drivers to slow down or another option that would slow down speeders, but not destroy the rights of other residents. So, I just ask that you consider that.

Mr. Mills: Thanks Maria. Bob?

Mr. Eksten: Could you explain why you are having a Sheriff come in and issue tickets?

Mr. Mills: I’m getting ready to address those questions. Number one, we as a Board, have a fiduciary responsibility to this community, spending your money as wisely as we can. Two years ago, we hired the Sheriffs to come into this community and issue tickets and/or warnings. We spent \$10,000 of your money. We put signs coming in on Baytree Tree, almost in front of homes with flashing lights when someone exceeded the speed limit of 25 mph. The Sheriff gave us the equipment to do it. The battery went dead a couple of times, so we had them come back and put it in again. It did absolutely nothing. There is a sign as you turn off of I-95 on Pineda Causeway. No one pays any attention to it. As far as speeding is concerned, there is an issue. I’ve heard it, experienced it and was a participant. The other day, I followed a woman in an SUV who was going 45 mph on Baytree Drive. I was right behind her. That’s a true testimonial.

Mr. Scougall: Why were you going that fast?

Mr. Mills: I wanted to see how fast she was going to prove to you that there is speeding. It’s not something we pulled out of the air and said, “This is something that we believe is the right thing to do.” There has been a lot of influence. It’s a sensitive issue. The gentleman I received an email said no one had ever been injured there’s never been a person injured in Baytree. I could not live with myself knowing that a resident or child was hit and/or killed by a speeding vehicle, if I knew that I could do something about it. I totally sympathize with all of you. You ask where else we could put the speed humps. I was the one that chose the location of the speed humps. There is no place in Baytree that you are going to put a speed hump that is not going to be in front of somebody’s house or near their driveway. If you look at the property lines, there just isn’t. The other side of the coin is, most of the residents in here are speeders. William, the first day that the speed hump was placed on Baytree Drive, people slowed down. What do you suggest?

Ms. Hernandez: Could you meet with the VMs of each neighborhood that would like to have a speed hump in front of their house? That's one idea. A second one is to send out a survey on where to put the speed humps.

Mr. Darby: The problem is there is a certain logic to spacing it in between the houses to be effective as a speed deterrent. In other words, you can't have two speed humps near each other. So, I understand what you are saying, but I want to underscore the fact that this Board put in only two speed humps, which is the recommendation, but it should probably do more in slowing people down. We are obviously getting a lot of feedback and I think what this Board would probably do is to discuss this matter in greater detail at the workshop. Do you want a radar sign in front of your house too? People are not going to like that, and they are totally ineffective. Do you want speed bumps? We can put those in, but you are really not going to like those. We just spent a lot of time on this ad nauseum. Wayne and his committee spent a better part of the year, going through various alternatives and came up with suggestions that the Board took almost another year-and-a-half to implement. So, this was not done frivolously. We put a lot of thought into this and what we thought was best for the community, but there is always someone saying, "*Not in my backyard.*" It's something that we will have to look at and re-address to see if it's something that we can do.

Ms. Sunter: There is a grassy area shortly after you come through the gate that would impact any houses directly. We have a fair amount of parking spots. Who cares if it's a half a mile of parking? You are not going to deter the speeding anymore, if you get it out of my front yard. There is a grassy area and then the pond by the Hamlet sign. There is plenty of room for a speed hump as there are no houses. It won't help the traffic, but maybe you will sleep nice knowing that you are doing what you can, even though it's not very helpful to traffic. It's not going to put traffic in front of my house either. So, put it where it won't hinder any property.

Resident (Sandy Hamilton, 505 Baytree Drive): I've been here almost 23 years and I don't see any effective use for these speed humps. I think what would be effective is if somebody started issuing tickets. If you go on I-95 and you see a cop and get a ticket, that will slow you down. That is going to stop the speeding for a while, but they have to keep issuing tickets, not just on a short-term basis, but more often.

Mr. Mills: Thank you.

Mr. Showe: Just a second. This Board approved to spend \$10,000 to hire off-duty officers. I can assure you that every single request from this Board was for them to write tickets, we need them to write tickets and this community wanted them to write tickets, but we can't compel them. Chapter 190, The CDD under Florida Statute, is forbidden from having any police powers, so we have to rely on the Sheriff's Office to do that. I think the intent of the Board was to try these speed humps out and to stop paying for those off-duty officers. I think in a large respect, they were giving a lot of warnings and I don't think that was an effective method of trying to help. We instructed them at multiple times, but we can't compel them to write tickets. I just wanted to address that issue.

Mr. Pawelczyk: I used to be a police legal advisor for numerous law enforcement agencies. We use off-duty officers to come in here and write tickets or try to write tickets, but if they write those tickets on their time, they have to go to court to defend them. Because if you're like me, you challenge it. Why? So, you don't have to pay as much. You have to go through an inconvenience, but it's usually better to challenge a speeding ticket. So, we take advantage of those things. The officer has to go to court twice; once for the pre-trial and once for the trial, if there is a trial.

Mr. Bosseler: On their time?

Mr. Pawelczyk: On double time. They would receive double time or time-and-a-half, if they go over 40 hours. So depends on when the court date is. If you're like me, you see officers and you and the officer observe the traffic. They are not allowed to write as many tickets as you would think to try to enforce the law. So, it's only when a commissioner tells them, "You need to go out and write tickets on N. Wickham Road." That's why they won't write as many tickets. It happens in Miami-Dade County. It happens in Broward County. It happens in our Districts in Palm Beach County. They will sit there, like they did here, and traffic typically slows down after you see them, just like we all do when we are driving on I-95. So that's the issue, which is not so simple. We wish it was for them to just come in and write a ticket.

Mr. Parker: I stood by the Sheriff Deputy right by my house and looked at his radar gun.

Mr. Pawelczyk: Sir, that's not what I'm saying.

Mr. Parker: There are not that many speeders. You need someone to sit there for two hours with a radar gun to see how many speeders you have.

Resident (Not Identified): Every time I run a toll, which isn't that often, I get a ticket in the mail within a week or two that I have to pay or I'm going to have a lien. Can't we have something that will catch a speeder and catch the license plate and they just get a ticket in the mail. You are harming us.

Mr. Mills: Carolyn, is there anything you want to say?

Ms. Witcher: No.

Mr. Mills: Richard?

Mr. Bosseler: No.

Mr. Brown: No. We talked about this for over two-and-a-half years. It's really important that the people that are voicing their opinions had two-and-a-half years to get involved in this and now all of a sudden, they are involved. Where have you been for the last two-and-a-half years? They can put it in front of my house. I have been passed two or three times on Baytree Drive and at least 25 times on Old Tramway Drive. I can't even have my nine-year-old grandson play in front of my house because so many people are driving crazy.

Mr. Mills: I want to thank all of you for your input. We will bring this topic up at our workshop on March 23<sup>rd</sup>. I'm just going to conclude by saying, if we decide to remove the speed humps, be rest assured I do not want to hear any more about speeding. I really sympathize with what you are saying. I wouldn't want in front of my house either, but if it prevents a child or someone from getting killed, I would encourage it. The Board has listened to your comments and I'm sure the Board will take the appropriate action. Thank you for coming.

**NINTH ORDER OF BUSINESS**

**Adjournment**

On MOTION by Mr. Darby seconded by Mr. Bosseler with all in favor the meeting was adjourned.

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Secretary/Assistant Secretary

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Chairman/Vice Chairman



## SECTION IV

# SECTION A

## RESOLUTION 2020-02

**A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE BAYTREE COMMUNITY DEVELOPMENT DISTRICT APPROVING A PROPOSED BUDGET FOR FISCAL YEAR 2020/2021 AND SETTING A PUBLIC HEARING THEREON PURSUANT TO FLORIDA LAW; ADDRESSING TRANSMITTAL, POSTING AND PUBLICATION REQUIREMENTS; ADDRESSING SEVERABILITY; AND PROVIDING AN EFFECTIVE DATE.**

**WHEREAS**, the District Manager has heretofore prepared and submitted to the Board of Supervisors ("**Board**") of the Baytree Community Development District ("**District**") prior to June 15, 2020, a proposed budget ("**Proposed Budget**") for the fiscal year beginning October 1, 2020 and ending September 30, 2021 ("**Fiscal Year 2020/2021**"); and

**WHEREAS**, the Board has considered the Proposed Budget and desires to set the required public hearing thereon.

**NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF SUPERVISORS OF THE BAYTREE COMMUNITY DEVELOPMENT DISTRICT:**

1. **PROPOSED BUDGET APPROVED.** The Proposed Budget prepared by the District Manager for Fiscal Year 2020/2021 attached hereto as **Exhibit A** is hereby approved as the basis for conducting a public hearing to adopt said Proposed Budget.

2. **SETTING A PUBLIC HEARING.** A public hearing on said approved Proposed Budget is hereby declared and set for the following date, hour and location:

DATE: August 5, 2020

HOUR: 12:00 p.m.

LOCATION: Baytree National Golf Links  
8207 National Drive  
Melbourne, FL 32940

3. **TRANSMITTAL OF PROPOSED BUDGET TO LOCAL GENERAL PURPOSE GOVERNMENT.** The District Manager is hereby directed to submit a copy of the Proposed Budget to Brevard County at least 60 days prior to the hearing set above.

4. **POSTING OF PROPOSED BUDGET.** In accordance with Section 189.016, *Florida Statutes*, the District's Secretary is further directed to post the approved Proposed Budget on the District's website at least two days before the budget hearing date as set forth in Section 2, and shall remain on the website for at least 45 days.

5. **PUBLICATION OF NOTICE.** Notice of this public hearing shall be published in the manner prescribed in Florida law.

6. **SEVERABILITY.** The invalidity or unenforceability of any one or more provisions of this Resolution shall not affect the validity or enforceability of the remaining portions of this Resolution, or any part thereof.

7. **EFFECTIVE DATE.** This Resolution shall take effect immediately upon adoption.

**PASSED AND ADOPTED THIS 6<sup>th</sup> DAY OF MAY, 2020.**

ATTEST:

**BAYTREE COMMUNITY  
DEVELOPMENT DISTRICT**

\_\_\_\_\_  
Secretary

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

# **Baytree**

***Community Development District***



**Proposed Budget**

**FY 2021**

Presented by:



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**Baytree**  
**Community Development District**  
Proposed Budget FY 2021  
General Fund

Description	Adopted Budget FY2020	Actual thru 03/31/20	Projected Next 6 Months	Total Projected 09/30/20	Proposed Budget FY 2021
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**Revenues**

Maintenance Assessments	\$853,142	\$805,266	\$47,876	\$853,142	\$853,142
Interest Income	\$0	\$1	\$1	\$2	\$0
Miscellaneous Income (IOB Cost Share Agreement)	\$40,223	\$10,646	\$30,168	\$40,814	\$41,155
Miscellaneous Income	\$8,000	\$2,633	\$2,633	\$5,265	\$8,000
<b>Total Revenues</b>	<b>\$901,365</b>	<b>\$818,545</b>	<b>\$80,678</b>	<b>\$899,223</b>	<b>\$902,297</b>

**Expenditures**

**Administrative**

Supervisor Fees	\$8,000	\$2,600	\$5,400	\$8,000	\$8,000
FICA Expense	\$612	\$199	\$405	\$604	\$612
Engineering	\$25,000	\$32,353	\$25,000	\$57,353	\$25,000
Assessment Administration	\$7,500	\$7,500	\$0	\$7,500	\$7,500
Attorney Fees	\$17,750	\$11,093	\$14,000	\$25,093	\$17,750
Annual Audit	\$3,400	\$0	\$3,185	\$3,185	\$3,185
Management Fees	\$40,938	\$20,469	\$20,469	\$40,938	\$42,166
Information Technology	\$5,300	\$800	\$800	\$1,600	\$2,800
Telephone	\$150	\$0	\$0	\$0	\$150
Postage	\$1,500	\$493	\$493	\$987	\$1,500
Insurance	\$13,970	\$13,665	\$0	\$13,665	\$15,100
Tax Collector Fee	\$13,980	\$0	\$13,980	\$13,980	\$13,980
Printing & Binding	\$1,700	\$430	\$300	\$730	\$1,700
Legal Advertising	\$1,200	\$171	\$1,029	\$1,200	\$1,200
Other Current Charges	\$1,700	\$390	\$420	\$810	\$1,700
Office Supplies	\$200	\$73	\$100	\$173	\$200
Property Taxes	\$250	\$248	\$0	\$248	\$250
Property Appraiser	\$234	\$234	\$0	\$234	\$234
Dues, Licenses & Subscriptions	\$175	\$175	\$0	\$175	\$175

<b>Administrative Expenses</b>	<b>\$143,559</b>	<b>\$90,892</b>	<b>\$85,582</b>	<b>\$176,474</b>	<b>\$143,202</b>
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**Baytree**  
**Community Development District**  
Proposed Budget FY 2021  
General Fund

Description	Adopted Budget FY2020	Actual thru 03/31/20	Projected Next 6 Months	Total Projected 09/30/20	Proposed Budget FY 2021
<u>Operation and Maintenance</u>					
Security Contract	\$172,306	\$85,716	\$86,590	\$172,306	\$172,306
Security - Speed Control	\$5,000	\$0	\$2,500	\$2,500	\$5,000
Gate Maintenance Contract	\$1,200	\$1,100	\$0	\$1,100	\$1,200
Maintenance - Gatehouse	\$10,000	\$3,792	\$5,500	\$9,292	\$10,000
Telephone/Internet - Gatehouse/Pool	\$11,000	\$6,474	\$7,320	\$13,794	\$15,000
Transponders	\$4,500	\$5,030	\$0	\$5,030	\$5,000
Field Management Fees	\$27,849	\$13,925	\$13,925	\$27,849	\$28,684
Electric	\$55,000	\$24,478	\$27,600	\$52,078	\$55,000
Water & Sewer	\$10,460	\$5,264	\$4,200	\$9,464	\$11,500
Gas	\$7,800	\$4,839	\$2,961	\$7,800	\$7,800
Maintenance - Lakes	\$32,600	\$16,680	\$16,680	\$33,360	\$33,360
Maintenance - Landscape Contract	\$94,536	\$47,634	\$46,500	\$94,134	\$93,000
Maintenance - Additional Landscape	\$15,000	\$8,450	\$6,550	\$15,000	\$15,000
Maintenance - Pool	\$17,000	\$14,176	\$7,336	\$21,512	\$17,000
Maintenance - Irrigation	\$11,000	\$3,959	\$3,500	\$7,459	\$10,000
Maintenance - Lighting	\$15,000	\$760	\$7,500	\$8,260	\$10,000
Maintenance - Monuments	\$6,000	\$0	\$3,000	\$3,000	\$5,000
Maintenance - Fountain	\$700	\$387	\$350	\$737	\$700
Maintenance - Other Field (R&M General)	\$6,000	\$1,327	\$800	\$2,127	\$4,000
Maintenance - Recreation	\$1,500	\$230	\$750	\$980	\$1,500
Holiday Landscape Lighting	\$10,000	\$9,098	\$0	\$9,098	\$10,000
Operating Supplies	\$750	\$293	\$450	\$743	\$750
Sidewalk/Curb Cleaning	\$11,000	\$1,950	\$5,500	\$7,450	\$11,000
Miscellaneous	\$1,000	\$592	\$408	\$1,000	\$1,000
<b>O&amp;M Expenses</b>	<b>\$527,201</b>	<b>\$256,155</b>	<b>\$249,919</b>	<b>\$506,074</b>	<b>\$523,801</b>
<u>Reserves</u>					
Transfer Out - Capital Projects- Paving - Baytree	\$71,783	\$0	\$71,783	\$71,783	\$75,370
Transfer Out - Capital Projects - Paving - IOB Funds	\$23,453	\$0	\$23,453	\$23,453	\$24,630
Transfer Out - Capital Projects - Reserves	\$68,901	\$0	\$68,901	\$68,901	\$48,125
Transfer Out - Community Beautification Fund	\$45,265	\$0	\$45,265	\$45,265	\$45,265
Transfer Out - Rebalance First Quarter Operating	\$21,203	\$0	\$0	\$0	\$41,904
<b>Reserves</b>	<b>\$230,605</b>	<b>\$0</b>	<b>\$209,402</b>	<b>\$209,402</b>	<b>\$235,294</b>
<b>Total Expenses</b>	<b>\$901,365</b>	<b>\$347,048</b>	<b>\$544,902</b>	<b>\$891,950</b>	<b>\$902,297</b>
<b>Excess Revenues/(Expenditures)</b>	<b>\$0</b>	<b>\$471,497</b>	<b>(\$464,225)</b>	<b>\$7,272</b>	<b>(\$0)</b>



**Baytree**  
**Community Development District**  
**FISCAL YEAR 2021**

**REVENUES:**

**Maintenance Assessments**

The District will levy a non-ad valorem assessment on all taxable property within the Baytree Community Development District in order to pay for operating & maintenance expenditures for the fiscal year.

**Interest Income**

Represents estimated interest earnings from cash balances in the District's operating account with Wells Fargo and investments through US Bank.

**Miscellaneous Income (IOB Cost Share Agreement)**

Represents estimated earnings from Isles of Baytree.

**Miscellaneous Income**

Represents estimated earnings from the sale of security gate transponders, pool access cards and tennis court instructor fees.

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**EXPENDITURES**

**Administrative:**

**Supervisor Fees**

Chapter 190 of the Florida Statutes allows for a member of the Board of Supervisors to be compensated \$200 per meeting. This amount for the fiscal year is based upon 5 Supervisors attending 8 monthly meetings.

**FICA Expense**

Represents the Employer's share of Social Security and Medicare taxes withheld from Board of Supervisors checks.

**Engineering**

The District currently has a contract with Adkins Engineering to provide engineering service to the District. The contract includes preparation for board meetings, contract specifications, bidding, etc.

**Assessment Administration**

Expenses related to administering the annual assessments on the tax roll with the Brevard County Tax Collector.

**Attorney Fees**

The District currently has a contract with Billing, Cochran, Lyles, Mauro & Ramsey, P.A. to provide legal counsel services. This contract includes preparation for board meetings, review of contracts, review of agreements and resolutions and other research as directed by the Board of Supervisors and the District Manager.

# **Baytree**

## **Community Development District**

### **FISCAL YEAR 2021**

#### **Annual Audit**

The District is required by Florida Statutes to arrange for an Independent audit of its financial records on an annual basis. The budget is based on the current rate for the annual audit.

#### **Management Fees**

The District has contracted with Governmental Management Services-Central Florida, LLC to provide Management, Accounting and Recording Secretary Services for the District. The services include, but not limited to, recording and transcription of board meetings, administrative services, budget preparation, all financial reporting, annual audits, etc.

#### **Information Technology**

The District incurs costs related to the District's accounting and information systems, District's website creation and maintenance, electronic compliance with Florida Statutes and other electronic data requirements.

#### **Telephone**

Telephone and fax machine.

#### **Postage**

The District incurs charges for mailing Board meeting agenda packages, overnight deliveries, checks for vendors and other required correspondence.

#### **Insurance**

The District's general liability, public official's liability and property insurance coverage is provided by the Florida Insurance Alliance (FIA). FIA specializes in providing insurance coverage to government agencies.

#### **Tax Collector Fee**

Represents charges from Brevard County Tax Collector's office for administration of the tax collection process.

#### **Printing & Binding**

The District incurs charges for printing and binding agenda packages and printing computerized checks, correspondence, stationery, envelopes, photocopies and other printed material.

#### **Legal Advertising**

The District does most of its legal advertising in the Florida Today. Publication amount is based on prior years cost for advertising regular meetings, special meetings, public hearings, etc.

#### **Other Current Charges**

Bank charges and any other miscellaneous expenses incurred during the year.

#### **Office Supplies**

The District incurs charges for supplies that need to be purchased during the fiscal year, including copier and printer toner cartridges, paper, file folders, binders, pens, paper clips, and other such office supplies.

#### **Property Taxes**

Represents the estimated non-ad valorem assessment from Brevard County that will be charged to the District.

**Baytree**  
**Community Development District**  
**FISCAL YEAR 2021**

**Property Appraiser**

Represents the Brevard County Property Appraiser fee to cover the cost of processing and distributing of non-ad valorem assessment information.

**Dues, License & Subscriptions**

The District is required to pay an annual fee to the Department of Economic Opportunity for \$175.

**Operation and Maintenance:**

**Security Contract**

The District currently has a contract with DSI Security Services to provide security service for the District.

DESCRIPTION	ANNUAL AMOUNT
REGULAR HOURS: CONTRACT COST OF \$19.43 PER HOUR FOR 356 DAYS	\$166,010
HOLIDAY HOURS: CONTRACT COST OF \$29.15 PER HOUR FOR 9 DAYS	\$6,296
	<hr/> \$172,306

**Security – Speed Control**

The District utilizes police officers from the Brevard County Sheriff's Office to patrol the area and mitigate speeding issues within the District.

DESCRIPTION	WEEKLY AMOUNT	ANNUAL AMOUNT
POLICE PATROL (2 PATROLS PER WEEK @ \$99 PER PATROL)	\$192	\$5,000
		<hr/> \$5,000

**Gate Maintenance Contract**

Represents annual contract amount from for maintenance of the automated gate entrance systems. The District currently has a contract with Access Control Technologies.

**Maintenance - Gatehouse**

Represents maintenance contract for gates, and any other maintenance cost the District may incur at the security gate house, i.e. plumbing, gate repairs, etc.

# Baytree

## Community Development District

### FISCAL YEAR 2021

#### Telephone/Internet - Gatehouse/Pool

The District has a telephone at the front entrance for the security staff to make local calls. Additionally, the District has a phone line at the front and rear entrance for the automated gate access system, and an IP line at the front gate for the access system and the line for the emergency phone at the pool. The amount is based on projected monthly charges from AT&T.

	DESCRIPTION	MONTHLY AMOUNT	ANNUAL AMOUNT
131679593	201 BAYTREE DR FRONT GATE (Internet)	\$55	\$660
321 254-0017 857 3148	201 BAYTREE DR FRONT GATE	\$650	\$7,800
321 751-1034 001 3145	630 BAYTREE DR BACK GATE	\$165	\$1,980
321 751-0214 454 3143	8207 NATIONAL DR POOL AREA	\$170	\$2,040
287673584	630 BAYTREE DR BACK GATE (Internet)	\$70	\$840
287274865147	TABLETS	\$75	\$900
292703718	801 NATIONAL DRIVE	\$45	\$540
	CONTINGENCY		\$240
			<u>\$15,000</u>

#### Transponders

Accounts for costs associated with purchasing new transponders to replace those purchased by residents.

#### Field Management Fees

The District has contracted with Governmental Management Services-Central Florida, LLC to provide on-site field management of contracts for the District services such as landscape and lake maintenance. Services to include weekly onsite inspections, meetings with contractors and monitoring of utility accounts.

DESCRIPTION	WEEKLY AMOUNT	ANNUAL AMOUNT
FIELD MANAGEMENT FEES (GMS)	\$2,390	<u>\$28,684</u>
		\$28,684

# Baytree

## Community Development District

### FISCAL YEAR 2021

#### Electric

Represents costs for electric for projects such as streetlights, signs, electric for well pumps, guardhouse, entrance features, fountain and pool house. Florida Power & Light provides this service.

	DESCRIPTION	MONTHLY AMOUNT	ANNUAL AMOUNT
00533-81406	8002 BRADWICK WAY # WALL	\$14	\$165
02781-39043	8207 NATIONAL DR # POOL HSE	\$550	\$6,600
04080-73153	609 BAYTREE DR # WALL	\$17	\$200
04396-25492	8205 NATIONAL DR # COURTS	\$50	\$600
09459-03086	8147 OLD TRAMWAY DR # ENTRANCE	\$20	\$240
11105-10375	7948 DAVENTRY DR # WALL	\$15	\$180
14771-79517	345 BAYTREE DR # PUMP	\$50	\$600
15604-14425	8005 KINGSWOOD WAY # FOUNTAIN	\$350	\$4,200
36008-52200	602 BAYTREE DR # SIGN	\$20	\$240
46619-40025	8253 OLD TRAMWAY DR # ENT SIGN	\$25	\$300
47131-19107	1409 SOUTHPOINTE CT# ENT SIGN	\$15	\$175
67950-66148	7951 DAVENTRY DR # PUMP STREET	\$50	\$600
724916-0156	7942 KINGSWOOD WAY #LIGHTS	\$20	\$240
73679-10572	201 BAYTREE DR # GRD HSE	\$135	\$1,620
83711-46575	8005 KINGSWOOD WAY # STREET LIGHTS	\$2,700	\$32,400
86596-45173	8005 KINGSWOOD WAY # PUMP	\$140	\$1,680
88573-27285	687 DEERHURST DR # PUMP	\$70	\$840
91260-64568	8128 OLD TRAMWAY DR # SIGN	\$15	\$180
99142-26460	8005 KINGSWOOD WAY# GATE	\$20	\$240
	Contingency		\$3,700
			<hr/>
			\$55,000

#### Water & Sewer

Represents cost for water & sewer for expenses associated with the front guardhouse and community pool. City of Cocoa Utilities provides this utility service.

	DESCRIPTION	MONTHLY AMOUNT	ANNUAL AMOUNT
121573-112400	201 BAYTREE DR #GUARDHOUSE	\$60	\$720
167895-118058	8207 NATIONAL DR #POOL	\$800	\$9,600
	CONTINGENCY		\$1,180
			<hr/>
			\$11,500

#### Gas

Represents cost of gas required for heating the community pool. Florida City Gas provides this utility service.

	DESCRIPTION	MONTHLY AMOUNT	ANNUAL AMOUNT
2932702542	8205 NATIONAL DR POOL HEATER	\$600	\$7,200
	CONTINGENCY		\$600
			<hr/>
			\$7,800

# Baytree Community Development District FISCAL YEAR 2021

## Maintenance - Lakes

The District currently has a contract with ECOR to maintain its 66.46 acres of lakes. Additional funds are allocated for the installation of grass carp and unanticipated lake maintenance.

DESCRIPTION	MONTHLY AMOUNT	ANNUAL AMOUNT
LAKE MAINTENANCE	\$2,540	\$30,480
NATURAL AREAS MANAGEMENT: CONTRACT COST OF \$480 BI-MONTHLY		\$2,880
		<u>\$33,360</u>

## Maintenance - Landscape Contract

The District currently has a contract with Tropic Care, Inc. to maintain its 352,000 Square Feet of Landscaping.

DESCRIPTION	MONTHLY AMOUNT	ANNUAL AMOUNT
LANDSCAPE MAINTENANCE	\$7,750	\$93,000
		<u>\$93,000</u>

## Maintenance - Additional Landscape

Funding for trimming, replacement of trees/plants, and other routine landscape maintenance not covered under the landscape vendor contract.

## Maintenance - Pool

The District has constructed a community swimming pool, which requires maintenance service five times per week.

DESCRIPTION	MONTHLY AMOUNT	ANNUAL AMOUNT
VENDOR: BEACH POOLS		
POOL MAINTENANCE		
SEPTEMBER THRU MAY - 3 DAYS/WEEK	\$625	\$5,625
JUNE THRU AUGUST - 5 DAYS/WEEK	\$800	\$2,400
CONTINGENCY - POOL REPAIRS		\$2,803
VENDOR: COVERALL OF ORLANDO		
JANITORIAL SERVICES	\$431	\$5,172
SUPPLIES		\$1,000
		<u>\$17,000</u>

## Maintenance - Irrigation

Represents estimated cost for repairing irrigation line breaks, replacement of sprinklers, etc.

## Maintenance - Lighting

Estimated cost for routine/replacement of fixtures.

**Baytree**  
**Community Development District**  
**FISCAL YEAR 2021**

**Maintenance - Monuments**

Estimated cost to pressure clean and paint monuments.

**Maintenance - Fountain**

The cost of providing preventative maintenance to the District fountains. The cost of service is \$175 per quarter.

**Maintenance - Other Field**

Miscellaneous costs related to additional pond work, cleaning storm drains, etc

**Maintenance – Recreation**

Estimated cost for routine maintenance for the District's recreational areas, such as paint, mulch, or repairs to playground area and nets, facility repair, or minor improvements to tennis court area.

**Holiday Landscape Lighting**

Estimated cost for installation of holiday lights and décor as well as supplies.

**Operating Supplies**

Purchase of supplies for the District's pool, gatehouse, etc.

**Sidewalk/Curb Cleaning**

Estimated cost for pressure washing the District-owned sidewalks throughout the community.

**Miscellaneous**

Any other miscellaneous expenses incurred during the year.

**Reserves:**

**Transfer Out - Capital Projects - Paving - Baytree/IOB**

The District has established a Pavement Management Fund in order to pay for resurfacing of roadways.

**Transfer Out - Capital Projects - Reserves**

Renewal and replacement costs such as replacement cost of the sidewalks, drainage repair, playground equipment, etc. See attached Capital Improvement Program Chart.

**Transfer Out - Community Beautification Fund**

Represents the assessments dedicated to the Community Beautification Fund.

**Baytree**  
**Community Development District**  
Proposed Budget FY 2021  
Capital Projects Reserve

Description	Adopted Budget FY2020	Actual thru 03/31/20	Projected Next 6 Months	Total Projected 09/30/20	Proposed Budget FY 2021
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**Revenues:**

Beginning Fund Balance	\$13,268	\$68,986	\$0	\$68,986	\$37,992
Paving Contributions	\$0	\$28,000	\$0	\$28,000	\$0
Transfer In - Baytree	\$68,901	\$0	\$68,901	\$68,901	\$48,125
Interest Income	\$100	\$12	\$5	\$17	\$100
<b>Total Revenues</b>	<b>\$82,269</b>	<b>\$96,997</b>	<b>\$68,906</b>	<b>\$165,903</b>	<b>\$86,218</b>

**Expenses:**

Lake Bank Restoration/Evaluation	\$30,000	\$0	\$25,000	\$25,000	\$30,000
Sidewalk/Gutter Repair	\$13,500	\$4,488	\$0	\$4,488	\$10,000
Drainage Maintenance	\$6,500	\$1,275	\$0	\$1,275	\$10,000
Curb -Tree Trimming/Replacements	\$6,500	\$3,950	\$0	\$3,950	\$6,500
Playground Replacement	\$21,400	\$9,629	\$0	\$9,629	\$0
Landscaping	\$0	\$7,800	\$0	\$7,800	\$0
Pool Heater Replacement	\$4,200	\$3,928	\$0	\$3,928	\$0
Pool Refurbishing	\$0	\$21,693	\$1,627	\$23,320	\$0
Landscape Lighting	\$0	\$4,532	\$0	\$4,532	\$0
Pavillion Parking	\$0	\$43,899	\$0	\$43,899	\$0
Bank Fees	\$0	\$45	\$45	\$90	\$0
<b>Total Expenses</b>	<b>\$82,100</b>	<b>\$101,239</b>	<b>\$26,672</b>	<b>\$127,911</b>	<b>\$56,500</b>

<b>Excess Revenues/(Expenditures)</b>	<b>\$169</b>	<b>(\$4,242)</b>	<b>\$42,234</b>	<b>\$37,992</b>	<b>\$29,718</b>
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**Baytree CDD - Capital Improvement Program**

<b>Project Description</b>	<b>FY 2020</b>	<b>FY 2021</b>	<b>FY 2022</b>	<b>FY 2023</b>	<b>FY 2024</b>
Lake Bank Restoration	\$ 30,000	\$ 30,000	\$ 30,000	\$ 30,000	\$ 30,000
Sidewalk /Gutter Repair	\$ 13,500	\$ 10,000	\$ 10,000	\$ 10,000	\$ 14,500
Drainage Maintenance	\$ 10,000	\$ 10,000	\$ 10,000	\$ 10,000	\$ 10,000
Curb - Tree Trimming/Replacements	\$ 6,500	\$ 6,500	\$ 6,500	\$ 6,500	\$ 6,500
Tennis Court Surface	\$ -	\$ -	\$ -	\$ -	\$ -
Playground	\$ 21,400	\$ -	\$ -	\$ -	\$ -
Pool Heater	\$ 4,200	\$ -	\$ -	\$ -	\$ -
Pool Furniture	\$ -	\$ -	\$ -	\$ -	\$ -
LED Gate Arms	\$ -	\$ -	\$ -	\$ -	\$ -
Rear Gate Camera System	\$ -	\$ -	\$ -	\$ -	\$ -
Pavilion Parking	\$ -	\$ -	\$ -	\$ -	\$ -
Gate Operators	\$ -	\$ -	\$ 40,000	\$ -	\$ -
<b>Total</b>	<b>\$ 85,600</b>	<b>\$ 56,500</b>	<b>\$ 96,500</b>	<b>\$ 56,500</b>	<b>\$ 61,000</b>

**Baytree**  
**Community Development District**  
**Proposed Budget FY 2021**  
**Pavement Management**

Description	Adopted Budget FY2020	Actual thru 03/31/20	Projected Next 6 Months	Total Projected 09/30/20	Proposed Budget FY 2021
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**Revenues:**

Beginning Fund Balance	\$222,635	\$222,640	\$0	\$222,640	\$278,810
Transfer In - Baytree	\$71,783	\$0	\$71,783	\$71,783	\$75,370
Transfer In - IOB	\$23,453	\$0	\$23,453	\$23,453	\$24,630
Interest Income	\$75	\$50	\$50	\$100	\$75

<b>Total Revenues</b>	<b>\$317,946</b>	<b>\$222,689</b>	<b>\$95,286</b>	<b>\$317,975</b>	<b>\$378,885</b>
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**Expenses:**

Roadway Paving	\$0	\$39,165	\$0	\$39,165	\$0
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<b>Total Expenses</b>	<b>\$0</b>	<b>\$39,165</b>	<b>\$0</b>	<b>\$39,165</b>	<b>\$0</b>
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<b>Excess Revenues/(Expenditures)</b>	<b>\$317,946</b>	<b>\$183,524</b>	<b>\$95,286</b>	<b>\$278,810</b>	<b>\$378,885</b>
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	CARRY FORWARD SPLIT	
BAYTREE	\$255,357	\$330,802
IOB	\$23,453	\$48,083
	<u>\$278,810</u>	<u>\$378,885</u>

**Baytree**  
**Community Development District**  
Proposed Budget FY 2021  
Community Beautification

Description	Adopted Budget FY2020	Actual thru 03/31/20	Projected Next 6 Months	Total Projected 09/30/20	Proposed Budget FY 2021
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**Revenues:**

Beginning Fund Balance	\$1,281	\$1,894	\$0	\$1,894	\$21,436
Transfer In - Baytree	\$45,265	\$0	\$45,265	\$45,265	\$45,265

<b>Total Revenues</b>	<b>\$46,546</b>	<b>\$1,894</b>	<b>\$45,265</b>	<b>\$47,159</b>	<b>\$66,701</b>
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**Expenses:**

Bank Fees	\$150	\$150	\$0	\$150	\$150
Beautification Projects	\$45,000	\$25,323	\$0	\$25,323	\$0
Contingency	\$0	\$150	\$100	\$250	\$0

<b>Total Expenses</b>	<b>\$45,150</b>	<b>\$25,623</b>	<b>\$100</b>	<b>\$25,723</b>	<b>\$150</b>
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<b>Excess Revenues/(Expenditures)</b>	<b>\$1,396</b>	<b>(\$23,729)</b>	<b>\$45,165</b>	<b>\$21,436</b>	<b>\$66,551</b>
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# Baytree

## Community Development District

### O&M Assessment Calculation

	<u>FY 2020</u>	<u>FY 2021</u>	
Net Assessments	\$853,142	\$853,142	
Discounts (4%)	\$35,691	\$35,691	
Gross Assessments	<u>\$888,833</u>	<u>\$888,833</u>	
Less : Golf Course (2.25%)	\$19,999	\$19,999	
Adjusted Gross	<u>\$868,834</u>	<u>\$868,834</u>	
Assessable Units:			
Phase 1	304	304	
Phase 2	<u>157</u>	<u>157</u>	
Total	461	461	
			<u>Change From</u>
			<u>2020</u>
Per Unit O & M Assessments	<u>\$1,884.67</u>	<u>\$1,884.67</u>	<u>(\$0.00)</u>

FY 2021 Baytree CDD Assessments	Phase 1	Phase 2
Per Unit O & M	\$1,885	\$1,885

**Isles of Baytree**  
Baytree Roadway Maintenance Cost Sharing Agreement  
Proposed Budget FY2021

	<b>FY21 Proposed Budget</b>
Security	\$172,306
Maintenance - Gatehouse/Agreement	\$11,200
Telephone - Gatehouse	\$15,000
Utilities <sup>1</sup>	\$5,340
Maintenance - Lighting	\$250
Capital Reserve - Paving Management <sup>2</sup>	\$24,630
<b>Total</b>	<b>\$228,726</b>
Less: Golf Course Contribution (2.25%)	(\$5,146)
Total to be assessed To Baytree CDD & Isles of Baytree HOA	\$223,580
Total Number of Lots	
Baytree Phase I	304
Baytree Phase II	157
Isles of Baytree	104
	<b>565</b>
Total Per Lot Assessment	\$396
Total Expenses divided by Total Units	
Proposed Amount for Isles of Baytree HOA for FY21	\$41,155

**Notes**

**Total Utilities**

201 Baytree Drive Guardhouse	\$3,360
201 Baytree Drive Guardhouse - Water	\$480
8005 Kingswood Way - Street Lights	\$1,500
	<b>\$5,340</b>

Capital Reserve Calculation is based on the following areas:

Baytree Boulevard  
National Drive  
Kingswood Drive

Total Area of Pavement	89,711
IOB Shared Roadway Area	22,093
Fraction of Shared Roadways	24.63%
Total Projected FY21 Paving Management	\$100,000
IOB Shared Cost	\$24,630

**Baytree**  
**Community Development District**  
**Exhibit " A "**  
**Allocation of Operating Reserve**

<b>Allocation of Operating Reserves</b>	
<b><u>Estimated Funds Available</u></b>	
Beginning Fund Balance - Fiscal Year 2020	\$81,774
Projected Fiscal Year 2020 Excess (Deficit)	<u>\$7,272</u>
Total Estimated Funds Available First Quarter Operating Reserve- 9/30/20	<u>\$89,047</u>
Rebalance First Quarter Operating - FY 21	<u>\$41,904</u>
<b>Total First Quarter at 9/30/20</b>	<b><u>\$130,950</u></b>
<b><u>Allocation of Reserves</u></b>	
Estimated Capital Reserve Fund Balance (Carry forward Plus New FY21 Funds)	\$86,118
Estimated Beautification Fund Balance (Carry forward Plus New FY21 Funds)	<u>\$66,701</u>
<b>Total Reserves for Capital Projects (Start of FY21)</b>	<b><u>\$152,819</u></b>

## SECTION B

**Baytree Community Development District  
Engineer RFQ Ranking Sheet**

[illegible]



**REQUEST FOR QUALIFICATIONS**

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# **ENGINEERING SERVICES**

Baytree Community Development District

**MARCH 25, 2020**



**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.  
800 N. Magnolia Ave, Suite 1000  
Orlando, FL 32803

407.843.5120  
407.649.8664 fax  
www.dewberry.com

March 25, 2020

Baytree Community Development District  
Attn: Jason M. Showe, District Manager  
c/o Governmental Management Services - Central Florida, LLC  
219 E. Livingston Street  
Orlando, Florida 32801

**RE: Request for Qualifications for Engineering Services for the Baytree Community Development District**

Dear Mr. Showe,

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 the Baytree CDD 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 CDD's ongoing needs. From 200 acres to close to 10,000 acres, we offer the CDD 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 the Baytree CDD and are able to provide the specific assignments noted in your RFQ.

Dewberry currently has no conflicts with any homebuilder within Baytree. 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 Baytree.

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 Baytree CDD** (Brevard County, FL)

2. PUBLIC NOTICE DATE

March 12, 2020

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

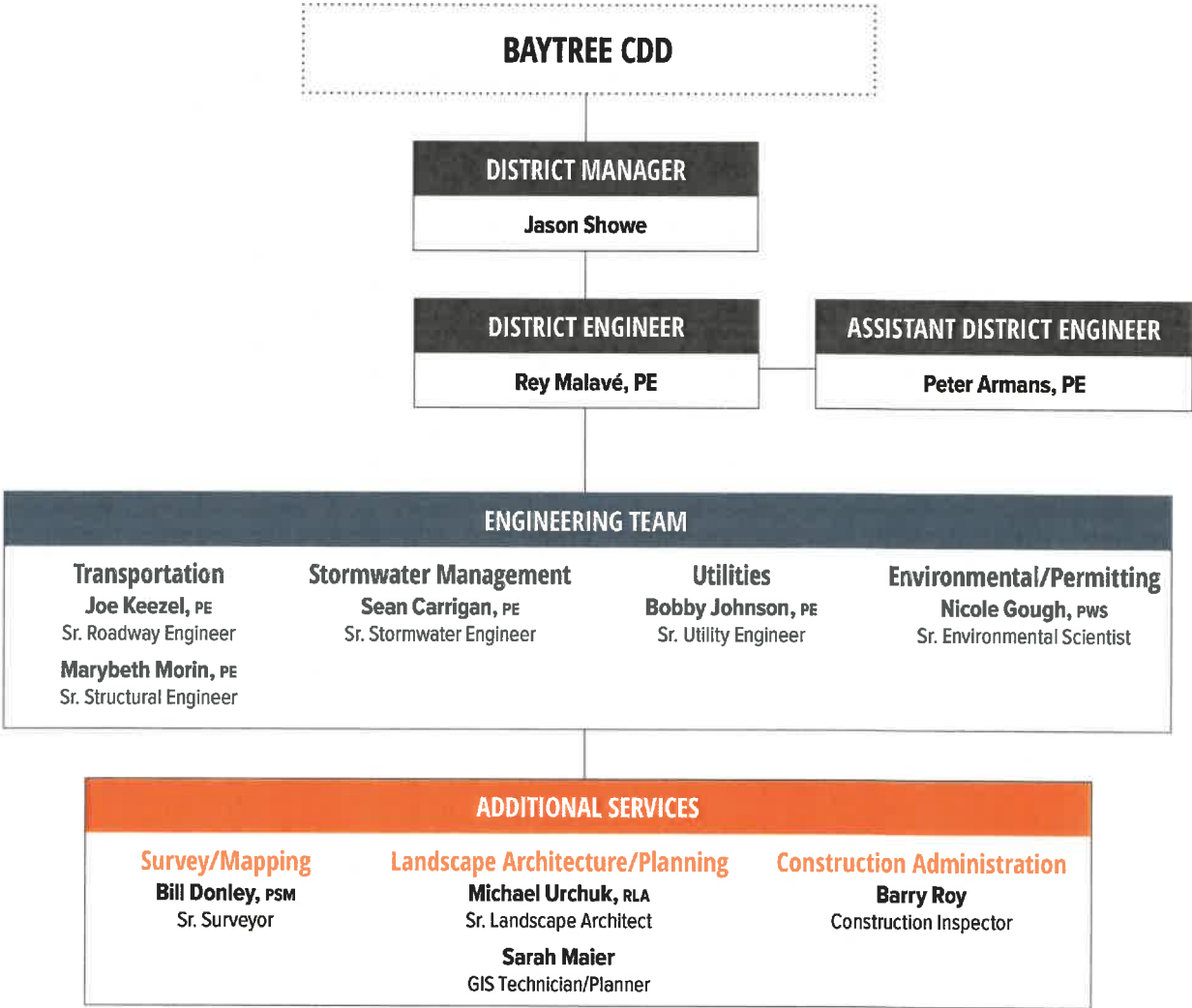
*(Complete this section for the prime contractor and all key subcontractors.)*

	(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 BAYTREE 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 41	b. WITH CURRENT FIRM 41

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, Associate Vice President at Dewberry, has 41 years of experience in civil engineering design, and a diversified background in the design and permitting of infrastructure systems, including airports, golf courses, commercial developments, and industrial developments, as well as being District Engineer for over 25 CDD's and Improvement Districts. His areas of expertise include stormwater management systems, water distribution systems and wastewater facilities, effluent disposal systems, sanitary sewage collection systems, mass grading of sites, and Master Community Development. He also has experience in the design, permitting and management of construction administrative efforts for very large developments. Additionally, he is experienced in the preparation of paving and grading plans for roadways and parking facilities. He has managed and participated in the planning and design of nine major Developments of Regional Impact as well as many large and complex projects ranging from 1,600 AC to over 4,500 AC. 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), Florida Water Management Districts, and other local agencies.

### 19. RELEVANT PROJECTS

	(1) TITLE AND LOCATION (City and State)	(2) YEAR COMPLETED	
a.	<b>Dowden West CDD (Orlando, FL)</b>	PROFESSIONAL SERVICES Ongoing	CONSTRUCTION (If applicable) 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, and reuse water distribution systems, stormwater management, environmental/permitting, landscape architecture, roadway improvements, and survey.		
b.	<b>Covington Park CDD (Hillsborough County, FL)</b>	PROFESSIONAL SERVICES Ongoing	CONSTRUCTION (If applicable) 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> As District Engineer, our services include planning, civil engineering, roadway design, stormwater design, environmental/permitting, landscape architecture, survey, and construction administration		
c.	<b>Deer Run CDD (Bunnell, FL)</b>	PROFESSIONAL SERVICES 2007	CONSTRUCTION (If applicable) 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> 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.		
d.	<b>Lakewood Ranch CDDs 1, 2, 4, 5 and 6 (Manatee County, FL)</b>	PROFESSIONAL SERVICES Ongoing	CONSTRUCTION (If applicable) 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> Lakewood Ranch is an unincorporated 17,500-acre community in Manatee County. Established in 1995, there is an 8,500-acre master planned community within it, 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 <table style="width: 100%; border: none;"> <tr> <td style="width: 50%; border: none;">a. TOTAL</td> <td style="width: 50%; border: none;">b. WITH CURRENT FIRM</td> </tr> <tr> <td style="text-align: center; border: none;">9</td> <td style="text-align: center; border: none;">Less than 1</td> </tr> </table>	a. TOTAL	b. WITH CURRENT FIRM	9	Less than 1
a. TOTAL	b. WITH CURRENT FIRM					
9	Less than 1					
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, Project Engineer, has 9 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						
a.	(1) TITLE AND LOCATION (City and State) <b>Montecito CDD (Brevard County, FL)</b>	<table style="width: 100%; border: none;"> <tr> <th colspan="2" style="text-align: center; border: none;">(2) YEAR COMPLETED</th> </tr> <tr> <td style="width: 50%; border: none; text-align: center;">PROFESSIONAL SERVICES Ongoing</td> <td style="width: 50%; border: none; text-align: center;">CONSTRUCTION (if applicable) N/A</td> </tr> </table>	(2) YEAR COMPLETED		PROFESSIONAL SERVICES Ongoing	CONSTRUCTION (if applicable) N/A
	(2) YEAR COMPLETED					
	PROFESSIONAL SERVICES Ongoing	CONSTRUCTION (if applicable) N/A				
(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE <div style="border: 1px solid black; padding: 5px;"> <input checked="" type="checkbox"/> Check if project performed with current firm         </div>						
<b>Construction Inspector.</b> Montecito CDD is located in Brevard County in Satellite Beach, Florida. This project consists of 450 acres containing 749 units. Our services include engineering, surveying and construction administration.						
b.	(1) TITLE AND LOCATION (City and State) <b>Country Greens CDD (Sorrento Springs PD) (Sorrento, FL)</b>	<table style="width: 100%; border: none;"> <tr> <th colspan="2" style="text-align: center; border: none;">(2) YEAR COMPLETED</th> </tr> <tr> <td style="width: 50%; border: none; text-align: center;">PROFESSIONAL SERVICES Ongoing</td> <td style="width: 50%; border: none; text-align: center;">CONSTRUCTION (if applicable) N/A</td> </tr> </table>	(2) YEAR COMPLETED		PROFESSIONAL SERVICES Ongoing	CONSTRUCTION (if applicable) N/A
	(2) YEAR COMPLETED					
	PROFESSIONAL SERVICES Ongoing	CONSTRUCTION (if applicable) N/A				
(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE <div style="border: 1px solid black; padding: 5px;"> <input checked="" type="checkbox"/> Check if project performed with current firm         </div>						
<b>Construction Inspector.</b> Sorrento Springs is a 680-acre Planned Development within the Country Greens CDD, in Sorrento, Lake County, Florida. Developed by Hewitt Properties, Inc., the project contained 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 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.						
c.	(1) TITLE AND LOCATION (City and State) <b>Viera East CDD (Brevard County, FL)</b>	<table style="width: 100%; border: none;"> <tr> <th colspan="2" style="text-align: center; border: none;">(2) YEAR COMPLETED</th> </tr> <tr> <td style="width: 50%; border: none; text-align: center;">PROFESSIONAL SERVICES Ongoing</td> <td style="width: 50%; border: none; text-align: center;">CONSTRUCTION (if applicable) N/A</td> </tr> </table>	(2) YEAR COMPLETED		PROFESSIONAL SERVICES Ongoing	CONSTRUCTION (if applicable) N/A
	(2) YEAR COMPLETED					
	PROFESSIONAL SERVICES Ongoing	CONSTRUCTION (if applicable) N/A				
(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE <div style="border: 1px solid black; padding: 5px;"> <input checked="" type="checkbox"/> Check if project performed with current firm         </div>						
<b>Construction Inspector.</b> Viera is a 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 both lakes and wetlands that provided storage through the SJRWMD and Brevard County. As District Engineer, our services include civil engineering, environmental, permitting, planning, surveying, construction administration.						
d.	(1) TITLE AND LOCATION (City and State) <b>Deer Run CDD (Bunnell, FL)</b>	<table style="width: 100%; border: none;"> <tr> <th colspan="2" style="text-align: center; border: none;">(2) YEAR COMPLETED</th> </tr> <tr> <td style="width: 50%; border: none; text-align: center;">PROFESSIONAL SERVICES 2007</td> <td style="width: 50%; border: none; text-align: center;">CONSTRUCTION (if applicable) N/A</td> </tr> </table>	(2) YEAR COMPLETED		PROFESSIONAL SERVICES 2007	CONSTRUCTION (if applicable) N/A
	(2) YEAR COMPLETED					
	PROFESSIONAL SERVICES 2007	CONSTRUCTION (if applicable) N/A				
(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE <div style="border: 1px solid black; padding: 5px;"> <input checked="" type="checkbox"/> Check if project performed with current firm         </div>						
<b>Construction Inspector.</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.						

**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 <b>Senior Roadway Engineer</b>	14. YEARS EXPERIENCE	
		a. TOTAL <b>24</b>	b. WITH CURRENT FIRM <b>4</b>

15. FIRM NAME AND LOCATION (City and State) <b>Dewberry Engineers Inc. (Orlando, FL)</b>
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16. EDUCATION (Degree and Specialization) <b>BS/Environmental Engineering</b>	17. CURRENT PROFESSIONAL REGISTRATION (State and Discipline) <b>FL Professional Engineer #57501</b>
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18. OTHER PROFESSIONAL QUALIFICATIONS (Publications, Organizations, Training, Awards, etc.)

Joe Keezel has more than 24 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 district-wide 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 maps and SLD's, as well as 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	
<b>Continuing Engineering Services – Roadway Design (FDOT, District Five)</b>	PROFESSIONAL SERVICES <b>2019</b>	CONSTRUCTION (If applicable) <b>Ongoing</b>
<p>a. (3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE</p> <p><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. Joe served as Project Manager for the following projects:</p> <ul style="list-style-type: none"> <li>• <b>State Road A1A at State Road 520 Intersection Improvements, Brevard County, FL</b> – 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 State Road A1A and State Road 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 State Road A1A and Canaveral Plaza Boulevard (Marion Lane).</li> <li>• <b>State Road 5 at Matanzas Woods Parkway, Flagler County, FL</b> – This project involved the design of a multi-lane roundabout at the intersection of State Road 5 (US 1) and Matanzas Woods Parkway. The project also included updating pedestrian features at the intersection.</li> <li>• <b>Dallas Pond Re-Design, Marion County, FL</b> – This project is to re-designed the existing pond that was out of compliance for water quality treatment. Also included in the project was the extension of the outfall and acquisition of drainage easements for future maintenance of the complete drainage system.</li> <li>• <b>State Road 472, Volusia County, FL</b> – This project rehabilitated the asphalt pavement to extend the longevity of the roadway. The intent of the project was to mill and resurface the roadway, including necessary roadside improvements, in accordance with PPM Vol I Chapter 25. The project is located in Volusia County on State Road 472 from MP 0.376 to 2.931. The limits of the project included the State Road 15 interchange ramps.</li> </ul>	<input checked="" type="checkbox"/> Check if project performed with current firm	
<p>b. (1) TITLE AND LOCATION (City and State) <b>General Engineering Consultant (Central Florida Expressway Authority (CFX))</b></p>	PROFESSIONAL SERVICES <b>Ongoing</b>	CONSTRUCTION (If applicable) <b>N/A</b>
<p>(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE</p> <p><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 \$2.5 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.</p>	<input checked="" type="checkbox"/> Check if project performed with current firm	
<p>c. (1) TITLE AND LOCATION (City and State) <b>I-4 Beyond the Ultimate, Segment 5 (FDOT, District One, Polk County, FL)</b></p>	PROFESSIONAL SERVICES <b>Ongoing</b>	CONSTRUCTION (If applicable) <b>Ongoing</b>
<p>(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE</p> <p><b>Lead Roadway Engineer.</b> This segment is a 4.5-mile section from West of State Road 25/US 27 to west of County Road 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 with this project.</p>	<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.)

<b>12. NAME</b> <b>Marybeth Morin, PE</b>	<b>13. ROLE IN THIS CONTRACT</b> Senior Structural Engineer	<b>14. YEARS EXPERIENCE</b> <table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 50%; text-align: center;">a. TOTAL <b>23</b></td> <td style="width: 50%; text-align: center;">b. WITH CURRENT FIRM <b>21</b></td> </tr> </table>		a. TOTAL <b>23</b>	b. WITH CURRENT FIRM <b>21</b>
a. TOTAL <b>23</b>	b. WITH CURRENT FIRM <b>21</b>				
<b>15. FIRM NAME AND LOCATION (City and State)</b> Dewberry Engineers Inc. (Orlando, FL)					
<b>16. EDUCATION (Degree and Specialization)</b> BS/Civil Engineering		<b>17. CURRENT PROFESSIONAL REGISTRATION (State and Discipline)</b> FL Professional Engineer #57547			

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

Marybeth Morin, Senior Structural Engineer, has 23 years of experience in structural design of transportation structures. Marybeth 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			
a.	<b>(1) TITLE AND LOCATION (City and State)</b> <b>Live Oak Lake CDD (Twin Lakes Development) (Osceola County, FL)</b>	<b>(2) YEAR COMPLETED</b>	
		<b>PROFESSIONAL SERVICES</b> 2019	<b>CONSTRUCTION (If applicable)</b> N/A
	<b>(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE</b> <input checked="" type="checkbox"/> Check if project performed with current firm		
	<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.		
b.	<b>(1) TITLE AND LOCATION (City and State)</b> <b>Wekiva Parkway (CFX, Orange County, FL)</b>	<b>(2) YEAR COMPLETED</b>	
		<b>PROFESSIONAL SERVICES</b> 2015	<b>CONSTRUCTION (If applicable)</b> 2017
	<b>(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE</b> <input checked="" type="checkbox"/> Check if project performed with current firm		
	<b>Senior Structural Engineer.</b> The Wekiva Parkway (SR 429) is a new 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 includes bridge structures over the Lake Victor floodplain, a future access road and Kelly Park Road. A partial cloverleaf interchange will be provided at Kelly Park Road. The project includes modifications to several local arterials and off-site stormwater management facilities.		
c.	<b>(1) TITLE AND LOCATION (City and State)</b> <b>Suncoast Parkway 2, Section 2 (FDOT, Turnpike Enterprise, Citrus County, FL)</b>	<b>(2) YEAR COMPLETED</b>	
		<b>PROFESSIONAL SERVICES</b> 2016	<b>CONSTRUCTION (If applicable)</b> Est. 2019
	<b>(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE</b> <input checked="" type="checkbox"/> Check if project performed with current firm		
	<b>Senior Structural Engineer.</b> This section of the Suncoast Parkway 2 Project is for the design of a new roadway and is located from south of Grover Cleveland Boulevard to north of County Road 486, for a distance of approximately 8.5 miles. This new alignment project includes a major intersection and several county road crossings; traversing through heavy wooded areas, borrow pits, and subdivisions. Responsible for bridge design and plans production.		
d.	<b>(1) TITLE AND LOCATION (City and State)</b> <b>State Road 20 over Chipola River Bridge (FDOT, District 3, Calhoun County, FL)</b>	<b>(2) YEAR COMPLETED</b>	
		<b>PROFESSIONAL SERVICES</b> 2010	<b>CONSTRUCTION (If applicable)</b> 2015
	<b>(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE</b> <input checked="" type="checkbox"/> Check if project performed with current firm		
	<b>Senior Structural Engineer.</b> This project involves the design of the replacement for the existing SR 20 bridge over Chipola River in Calhoun County. The existing bridge, constructed in 1941, is structurally deficient and functionally obsolete. The replacement structure will have fewer spans than the existing structure to expedite construction and improve the waterway. The bridge is located in an environmentally sensitive area with two protected species known to exist within the project limits. A permanent shifted alignment for the new bridge, as well as the use of a temporary bridge structure, was investigated for maintenance of traffic during construction.		

**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 <b>Senior Stormwater Engineer</b>	14. YEARS EXPERIENCE	
		a. TOTAL <b>13</b>	b. WITH CURRENT FIRM <b>1</b>

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, Senior Drainage Engineer, has 13 years of experience in roadway drainage design, including erosion control, environmental permitting and 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, POND5 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	
	<b>State Road 5 at Matanzas Woods Parkway</b> (FDOT, District Five, Flagler County, FL)	PROFESSIONAL SERVICES <b>2019</b>	CONSTRUCTION (If applicable) <b>Ongoing</b>
a.	(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE <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 State Road 5 (US 1) and Matanzas Woods Parkway. The project also included updating pedestrian features at the intersection.	<input checked="" type="checkbox"/> Check if project performed with current firm	
	<b>State Road A1A at State Road 520 Intersection Improvements</b> , (FDOT, District Five, Brevard County, FL)	PROFESSIONAL SERVICES <b>2019</b>	CONSTRUCTION (If applicable) <b>Ongoing</b>
b.	(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE <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 State Road A1A and State Road 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 State Road A1A and Canaveral Plaza Boulevard (Marion Lane).	<input checked="" type="checkbox"/> Check if project performed with current firm	
	<b>10th Avenue Complete Streets Feasibility and PD&amp;E Study</b> (FDOT, District One, Manatee County, FL)	PROFESSIONAL SERVICES <b>Ongoing</b>	CONSTRUCTION (If applicable) <b>N/A</b>
c.	(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE <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.	<input checked="" type="checkbox"/> Check if project performed with current firm	
	<b>State Road 436 Milling and Resurfacing</b> (FDOT, District Five, Seminole County, FL)	PROFESSIONAL SERVICES <b>Ongoing</b>	CONSTRUCTION (If applicable) <b>2019</b>
d.	(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE <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.	<input checked="" type="checkbox"/> Check if project performed with current firm	
	<b>I-4 Beyond the Ultimate, Segment 5</b> (FDOT, District One, Polk County, FL)	PROFESSIONAL SERVICES <b>Ongoing</b>	CONSTRUCTION (If applicable) <b>Ongoing</b>
e.	(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE <b>Senior Drainage Engineer.</b> The I-4 Beyond the Ultimate Segment 5 is a 4.5-mile section of I-4 from West of State Road 25/US 27 to west of County Road 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 with this project.	<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.)

<b>12. NAME</b> <b>Bobby Johnson, PE</b>	<b>13. ROLE IN THIS CONTRACT</b> <b>Senior Utility Engineer</b>	<b>14. YEARS EXPERIENCE</b>	
		<b>a. TOTAL</b> <b>15</b>	<b>b. WITH CURRENT FIRM</b> <b>15</b>

**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 #77677**

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

Bobby Johnson has 15 years of varied land development experience in both residential and commercial design. As a project engineer, Bobby's responsibilities include the design of stormwater management and collection systems, water distribution systems, sanitary collection/transmission systems, grading, drainage modeling, and permitting. Additionally, he is skilled in the use of such computer programs as MicroStation, AdICPR, StormCAD, WaterCAD, and other software used in the design and modeling of projects. He is very familiar with Central Florida regulatory agencies and the St. Johns River Water Management District's (SJRWMD) permitting processes

### 19. RELEVANT PROJECTS

(1) TITLE AND LOCATION (City and State)		(2) YEAR COMPLETED	
<b>a.</b>	<b>Dowden West CDD (Orlando, FL)</b>	PROFESSIONAL SERVICES Ongoing	CONSTRUCTION (If applicable) 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>Project 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, and reuse water distribution systems, stormwater management, environmental/permitting, landscape architecture, roadway improvements, and survey.		
<b>b.</b>	<b>Cascades PUD/CDD (Groveland, FL)</b>	PROFESSIONAL SERVICES Ongoing	CONSTRUCTION (If applicable) 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>Project Engineer.</b> Cascades at Groveland is a 751.9-acre master planned, residential community with 999 single-family units, an Amenity Center and a Horticultural Center. Dewberry obtained entitlements and approvals for the infrastructure, mass grading and the final construction of the project which is divided in 5 phases. We also worked with Lake County by designing and coordinating the approval of the North-South Road to serve as a main connector road for the area. Work also included the design and permitting of both the water line to service the project and the sewer force main for connection to the City facilities.		
<b>c.</b>	<b>Lakewood Ranch CDDs 1, 2, 4, 5, and 6 (Manatee County, FL)</b>	PROFESSIONAL SERVICES Ongoing	CONSTRUCTION (If applicable) 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>Project Engineer.</b> Lakewood Ranch is an unincorporated 17,500-acre community in Manatee County. Established in 1995, there is an 8,500-acre master planned community within it, 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.		
<b>d.</b>	<b>Montecito CDD (Brevard County, FL)</b>	PROFESSIONAL SERVICES Ongoing	CONSTRUCTION (If applicable) 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>Project Engineer.</b> Montecito CDD is located in Brevard County in Satellite Beach, Florida. This project consists of 450 acres containing 749 units. Our services include engineering, surveying and construction administration for the CDD.		

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

(Complete one Section E for each key person.)

<b>12. NAME</b> <b>Nicole Gough, PWS</b>	<b>13. ROLE IN THIS CONTRACT</b> <b>Senior Environmental Scientist</b>	<b>14. YEARS EXPERIENCE</b>	
		<b>a. TOTAL</b> <b>22</b>	<b>b. WITH CURRENT FIRM</b> <b>4</b>
<b>15. FIRM NAME AND LOCATION (City and State)</b> <b>Dewberry Engineers Inc. (Orlando, FL)</b>			
<b>16. EDUCATION (Degree and Specialization)</b> <b>BS/Parks and Recreation/Resource Management, Specialization in NPS Level II Law Enforcement</b>	<b>17. CURRENT PROFESSIONAL REGISTRATION (State and Discipline)</b> <b>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</b>		
<b>18. OTHER PROFESSIONAL QUALIFICATIONS (Publications, Organizations, Training, Awards, etc.)</b>			

Nicole Gough, Environmental Manager, has 22 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 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/Conditional Letter of Map Revision, Geographic Information Systems (GIS) data collection and mapping, preparation of technical specifications and contract documents and stakeholder coordination/facilitation.

19. RELEVANT PROJECTS			
a.	<b>(1) TITLE AND LOCATION (City and State)</b> <b>Narcoossee CDD (Orlando, FL)</b>	<b>(2) YEAR COMPLETED</b>	
		<b>PROFESSIONAL SERVICES</b> <b>Ongoing</b>	<b>CONSTRUCTION (If applicable)</b> <b>N/A</b>
	<b>(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE</b>	<input checked="" type="checkbox"/> Check if project performed with current firm	
	<b>Environmental Scientist.</b> The Narcoossee CDD is located in Orlando, 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, 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>(1) TITLE AND LOCATION (City and State)</b> <b>Lakewood Ranch CDDs 1, 2, 4, 5, and 6 (Manatee County, FL)</b>	<b>(2) YEAR COMPLETED</b>	
		<b>PROFESSIONAL SERVICES</b> <b>Ongoing</b>	<b>CONSTRUCTION (If applicable)</b> <b>N/A</b>
	<b>(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE</b>	<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 Manatee County. Established in 1995, there is an 8,500-acre master planned community within it, 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.		
c.	<b>(1) TITLE AND LOCATION (City and State)</b> <b>Live Oak Lake CDD (Twin Lakes Development) (Osceola County, FL)</b>	<b>(2) YEAR COMPLETED</b>	
		<b>PROFESSIONAL SERVICES</b> <b>Ongoing</b>	<b>CONSTRUCTION (If applicable)</b> <b>N/A</b>
	<b>(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE</b>	<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', 70' 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.		
d.	<b>(1) TITLE AND LOCATION (City and State)</b> <b>Montecito CDD (Brevard County, FL)</b>	<b>(2) YEAR COMPLETED</b>	
		<b>PROFESSIONAL SERVICES</b> <b>Ongoing</b>	<b>CONSTRUCTION (If applicable)</b> <b>N/A</b>
	<b>(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE</b>	<input checked="" type="checkbox"/> Check if project performed with current firm	
	<b>Environmental Scientist.</b> Montecito CDD consists of 450 acres containing 749 units. Our services include engineering, environmental, surveying and construction administration.		



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

(Complete one Section E for each key person.)

<b>12. NAME</b> <b>Bill Donley, PSM</b>	<b>13. ROLE IN THIS CONTRACT</b> <b>Survey Manager</b>	<b>14. YEARS EXPERIENCE</b> <table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 50%; text-align: center;"><b>a. TOTAL</b></td> <td style="width: 50%; text-align: center;"><b>b. WITH CURRENT FIRM</b></td> </tr> <tr> <td style="text-align: center;"><b>38</b></td> <td style="text-align: center;"><b>19</b></td> </tr> </table>		<b>a. TOTAL</b>	<b>b. WITH CURRENT FIRM</b>	<b>38</b>	<b>19</b>
<b>a. TOTAL</b>	<b>b. WITH CURRENT FIRM</b>						
<b>38</b>	<b>19</b>						
<b>15. FIRM NAME AND LOCATION (City and State)</b> <b>Dewberry Engineers Inc. (Orlando, FL)</b>							
<b>16. EDUCATION (Degree and Specialization)</b> <b>BS/Finance</b>		<b>17. CURRENT PROFESSIONAL REGISTRATION (State and Discipline)</b> <b>FL Professional Surveyor and Mapper #5381</b>					

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

Bill Donley, Associate Vice President of Surveying and Mapping at Dewberry, has 38 years of experience in the surveying and mapping arena. Bill has successfully completed control surveys, design and right-of-way surveys and mapping, utility designation, excavation and utility mapping projects as well as hydrographic and mean high water surveys throughout the state. He has managed over 200 public and private roadway projects, design build endeavors and continuing service contracts.

19. RELEVANT PROJECTS			
<b>a.</b>	<b>(1) TITLE AND LOCATION (City and State)</b> <b>Dowden West CDD (Orlando, FL)</b>	<b>(2) YEAR COMPLETED</b>	
		<b>PROFESSIONAL SERVICES</b> <b>Ongoing</b>	<b>CONSTRUCTION (If applicable)</b> <b>N/A</b>
	<b>(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE</b> <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, and 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.</b>	<b>(1) TITLE AND LOCATION (City and State)</b> <b>Live Oak Lake CDD (Twin Lakes Development) (Osceola County, FL)</b>	<b>(2) YEAR COMPLETED</b>	
		<b>PROFESSIONAL SERVICES</b> <b>Ongoing</b>	<b>CONSTRUCTION (If applicable)</b> <b>N/A</b>
	<b>(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE</b> <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', 70' 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>c.</b>	<b>(1) TITLE AND LOCATION (City and State)</b> <b>Country Greens CDD (Sorrento Springs PD) (Sorrento, FL)</b>	<b>(2) YEAR COMPLETED</b>	
		<b>PROFESSIONAL SERVICES</b> <b>Ongoing</b>	<b>CONSTRUCTION (If applicable)</b> <b>N/A</b>
	<b>(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE</b> <b>Survey Manager.</b> Sorrento Springs is a 680-acre Planned Development within the Country Greens CDD, in Sorrento, Lake County, Florida. Developed by Hewitt Properties, Inc., the project contained 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 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	
<b>d.</b>	<b>(1) TITLE AND LOCATION (City and State)</b> <b>VillaSol CDD (Osceola County, FL)</b>	<b>(2) YEAR COMPLETED</b>	
		<b>PROFESSIONAL SERVICES</b> <b>Ongoing</b>	<b>CONSTRUCTION (If applicable)</b> <b>N/A</b>
	<b>(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE</b> <b>Land Surveyor.</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. 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 <b>Senior Landscape Architect</b>	14. YEARS EXPERIENCE	
		a. TOTAL <b>29</b>	b. WITH CURRENT FIRM <b>3</b>

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, Senior Landscape Architect, has 29 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			
a.	(1) TITLE AND LOCATION (City and State) <b>Live Oak Lake CDD (Twin Lakes Development) (Osceola County, FL)</b>	(2) YEAR COMPLETED	
		PROFESSIONAL SERVICES <b>Ongoing</b>	CONSTRUCTION (If applicable) <b>N/A</b>
	(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', 70' 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.	(1) TITLE AND LOCATION (City and State) <b>VillaSol CDD (Osceola County, FL)</b>	(2) YEAR COMPLETED	
		PROFESSIONAL SERVICES <b>Ongoing</b>	CONSTRUCTION (If applicable) <b>N/A</b>
	(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.	(1) TITLE AND LOCATION (City and State) <b>Osceola County Fire Training Facility (Osceola County, FL)</b>	(2) YEAR COMPLETED	
		PROFESSIONAL SERVICES <b>2019</b>	CONSTRUCTION (If applicable) <b>2019</b>
	(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> Design of a training facility for the Osceola County fire department. This new Fire Training Facility is on approximately 11 acres. Site elements will include Open Air Training Course, a 9,500 SF fire station with 3 fire bays, Fire station Training Building, Burn Tower and Several Shaded Pavilions.			
d.	(1) TITLE AND LOCATION (City and State) <b>Lancaster Park East (St. Cloud, FL)</b>	(2) YEAR COMPLETED	
		PROFESSIONAL SERVICES <b>Ongoing</b>	CONSTRUCTION (If applicable) <b>N/A</b>
	(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, FEMA CLOMR and LOMR approvals. Dewberry provided planning and entitlements, landscape/hardscape design, site/civil engineering, and construction administration.			
e.	(1) TITLE AND LOCATION (City and State) <b>Roadway Operations Facility (CFX)</b>	(2) YEAR COMPLETED	
		PROFESSIONAL SERVICES <b>Ongoing</b>	CONSTRUCTION (If applicable) <b>N/A</b>
	(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 provided both architectural and civil engineering services for the CFX Roadway Operations Facility. The new facility includes a 6,500 SF office building, fueling station, small vehicle maintenance bays, warehouse, three enclosed storage buildings totaling 23,000 SF, 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 <b>GIS Technician/Planner</b>	14. YEARS EXPERIENCE	
		a. TOTAL <b>16</b>	b. WITH CURRENT FIRM <b>14</b>

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, Land Use Planner at Dewberry, has experience in development entitlements for a variety of land uses and project sizes, including Developments of Regional Impact, 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	
	<b>Live Oak Lake CDD (Twin Lakes Development) (Osceola County, FL)</b>	PROFESSIONAL SERVICES <b>Ongoing</b>	CONSTRUCTION (If applicable) <b>Ongoing</b>
	<input checked="" type="checkbox"/> Check if project performed with current firm		
a.	<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. Phases 1 – 8 consists of a mix of 50', 70' 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>Dowden West CDD (Orlando, FL)</b>	PROFESSIONAL SERVICES <b>Ongoing</b>	CONSTRUCTION (If applicable) <b>N/A</b>
	<input checked="" type="checkbox"/> Check if project performed with current firm		
b.	<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, and reuse water distribution systems, stormwater management, environmental/permitting, landscape architecture, roadway improvements, and survey.		
	<b>Cascades at Groveland PUD/CDD (Groveland, FL)</b>	PROFESSIONAL SERVICES <b>Ongoing</b>	CONSTRUCTION (If applicable) <b>N/A</b>
	<input checked="" type="checkbox"/> Check if project performed with current firm		
c.	<b>GIS Technician.</b> Cascades at Groveland is a 751.9-acre master planned, residential community with 999 single-family units, an Amenity Center and a Horticultural Center. Dewberry obtained entitlements and approvals for the infrastructure, mass grading and the final construction of the project which is divided in 5 phases. We also worked with Lake County by designing and coordinating the approval of the North-South Road to serve as a main connector road for the area. Work also included the design and permitting of both the water line to service the project and the sewer force main for connection to the City facilities.		
	<b>Country Greens CDD (Sorrento Springs PD) (Sorrento, FL)</b>	PROFESSIONAL SERVICES <b>Ongoing</b>	CONSTRUCTION (If applicable) <b>N/A</b>
	<input checked="" type="checkbox"/> Check if project performed with current firm		
d.	<b>GIS Technician.</b> Sorrento Springs is a 680-acre Planned Development within the Country Greens CDD, in Sorrento, Lake County, Florida. Developed by Hewitt Properties, Inc., the project contained 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 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.		

## 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  35	b. WITH CURRENT FIRM  35

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, Construction Administration Manager, is responsible for all construction management and administration activities of the firm. He has more than 35 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	
a.	<b>Live Oak Lake CDD (Twin Lakes Development) (Osceola County, FL)</b>	PROFESSIONAL SERVICES Ongoing	CONSTRUCTION (If applicable) N/A
	<input checked="" type="checkbox"/> Check if project performed with current firm		
	<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. Phases 1 – 8 consists of a mix of 50', 70' 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>Country Greens CDD (Sorrento Springs PD) (Sorrento, FL)</b>	PROFESSIONAL SERVICES Ongoing	CONSTRUCTION (If applicable) N/A
	<input checked="" type="checkbox"/> Check if project performed with current firm		
	<b>Construction Manager.</b> Sorrento Springs is a 680-acre Planned Development within the Country Greens CDD, in Sorrento, Lake County, Florida. Developed by Hewitt Properties, Inc., the project contained 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 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.		
c.	<b>Cascades at Groveland PUD/CDD (Groveland, FL)</b>	PROFESSIONAL SERVICES Ongoing	CONSTRUCTION (If applicable) N/A
	<input checked="" type="checkbox"/> Check if project performed with current firm		
	<b>Construction Manager.</b> Cascades at Groveland is a 751.9-acre master planned, residential community with 999 single-family units, an Amenity Center and a Horticultural Center. Dewberry obtained entitlements and approvals for the infrastructure, mass grading and the final construction of the project which is divided in 5 phases. We also worked with Lake County by designing and coordinating the approval of the North-South Road to serve as a main connector road for the area. Work also included the design and permitting of both the water line to service the project and the sewer force main for connection to the City facilities.		
d.	<b>Deer Run CDD, (Bunnell, FL)</b>	PROFESSIONAL SERVICES 2007	CONSTRUCTION (If applicable) N/A
	<input checked="" type="checkbox"/> Check if project performed with current firm		
	<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.		



<b>F. EXAMPLE PROJECTS WHICH BEST ILLUSTRATE PROPOSED TEAM'S QUALIFICATIONS FOR THIS CONTRACT</b> <i>(Present as many projects as requested by the agency, or 10 projects, if not specified. Complete one Section F for each project.)</i>		<b>20. EXAMPLE PROJECT KEY NUMBER</b>  <b>#1</b>		
<b>21. TITLE AND LOCATION (City and State)</b> <b>Dowden West CDD (Orlando, FL)</b>		<b>22. YEAR COMPLETED</b> <table border="1"> <tr> <td>PROFESSIONAL SERVICES Ongoing</td> <td>CONSTRUCTION (If applicable) N/A</td> </tr> </table>	PROFESSIONAL SERVICES Ongoing	CONSTRUCTION (If applicable) N/A
PROFESSIONAL SERVICES Ongoing	CONSTRUCTION (If applicable) N/A			

### 23. PROJECT OWNER'S INFORMATION

<b>a. PROJECT OWNER</b> <b>Government Management Services</b>	<b>b. POINT OF CONTACT NAME</b> <b>George Flint</b>	<b>c. POINT OF CONTACT TELEPHONE NUMBER</b> <b>407.841.5524</b>
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### 24. BRIEF DESCRIPTION OF PROJECT AND RELEVANCE TO THIS CONTRACT (Include scope, size, and cost)



- **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

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 ten (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 is located in for both stormwater management design and FEMA floodplain determination.

Other services include providing landscape architecture design for the common open spaces and community parks, the design of community roads, that also include the extension of the four (4) lane Dowden Road through the community, and boundary surveys, topographic surveys, tree surveys, and other additional surveys as needed.

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

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

#2

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

**Lakewood Ranch CDD 1, 2, 4, 5, and 6 (Manatee County, FL)**

22. YEAR COMPLETED

PROFESSIONAL SERVICES

Ongoing

CONSTRUCTION *(if applicable)*

Ongoing

**23. PROJECT OWNER'S INFORMATION**

a. PROJECT OWNER

Lakewood Ranch CDD

b. POINT OF CONTACT NAME

Anne Ross

c. POINT OF CONTACT TELEPHONE NUMBER

941.907.0202

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



Lakewood Ranch is an unincorporated 17,500-acre community located on Florida's Gulf Coast in Manatee County. Established in 1995, Lakewood Ranch has an 8,500-acre master planned community within it, consisting of seven villages with a variety of housing types and five CDDs. The development contains A-rated schools, shopping, business parks, hospital and medical center, three 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 the CDD Engineer for all five CDD's, Dewberry's services include engineering, planning, surveying, permitting, landscape architecture, owner coordination with City and County, and approval of all development and construction activities. Dewberry's services include civil engineering, planning, surveying, permitting, utilities, water quality, landscape architecture, construction estimates and administration, and coordination and monitoring of environmental jurisdictional areas through permitting agencies.

- COST** \$906,730 (Consultant Fees to Date)

- SERVICES**

- Civil Engineering
- Construction Estimates and Administration
- Coordination and Monitoring of Environmental Jurisdictional Areas through Permitting Agencies
- Landscape Architecture
- Permitting
- Planning
- Surveying
- Utilities
- Water Quality

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

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

<b>F. EXAMPLE PROJECTS WHICH BEST ILLUSTRATE PROPOSED TEAM'S QUALIFICATIONS FOR THIS CONTRACT</b> <i>(Present as many projects as requested by the agency, or 10 projects, if not specified. Complete one Section F for each project.)</i>		<b>20. EXAMPLE PROJECT KEY NUMBER</b>  <b>#3</b>		
<b>21. TITLE AND LOCATION (City and State)</b> <b>Cascades at Groveland CDD (Groveland, FL)</b>		<b>22. YEAR COMPLETED</b> <table border="1"> <tr> <td>PROFESSIONAL SERVICES Ongoing</td> <td>CONSTRUCTION (if applicable) Ongoing</td> </tr> </table>	PROFESSIONAL SERVICES Ongoing	CONSTRUCTION (if applicable) Ongoing
PROFESSIONAL SERVICES Ongoing	CONSTRUCTION (if applicable) Ongoing			

### 23. PROJECT OWNER'S INFORMATION

<b>a. PROJECT OWNER</b> Rizetta & Company, Inc.	<b>b. POINT OF CONTACT NAME</b> Anthony Jeancola	<b>c. POINT OF CONTACT TELEPHONE NUMBER</b> 407.472.2471
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### 24. BRIEF DESCRIPTION OF PROJECT AND RELEVANCE TO THIS CONTRACT (Include scope, size, and cost)



- **COST** \$350,000 (Consultant Fees to Date)
- **SERVICES**
  - Civil Engineering
  - Construction Estimates and Administration
  - Coordination of Environmental Jurisdictional Lines and Permitting
  - Due Diligence
  - Permitting
  - Planning
  - Surveying

Cascades at Groveland is a 751.9-acre master planned, residential community located in Lake County. The Development is approved as a planned development for 999 single-family units, an Amenity/Recreational Center, approximately 31 acres of commercial development and a North-South Infrastructure Road (Wilson Lake Parkway).

Dewberry provided services that obtained entitlements and approvals for the infrastructure, mass grading and the final construction of the project which is divided into 5 phases. We also worked with Lake County by designing and coordinating the approval of the North-South Road (Wilson Lake Parkway) to serve as a main connector road for the area. We assisted the project architects in the final site design of the Club House/Community Center and Recreational Facilities.

Additional work included the necessary improvements on US 27 for the main entrance road, the extensive design and permitting of both the water line to service the project and the sewer force main for connection of the sewer system to the City of Groveland facilities.

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

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

#4

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

**Montecito CDD (Satellite Beach, 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

Jason Showe

c. POINT OF CONTACT TELEPHONE NUMBER

407.841.5524 ext 104

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



Dewberry is currently performing miscellaneous services for the Montecito CDD located on the east side of South Patrick Drive, north of Patrick Drive and west of U.S. Highway A1A in Satellite Beach, Florida.

Our services include engineering, surveying and construction administration. These services include, but are not limited to, attending monthly meetings, processing of pay requisitions and construction pay applications, and providing general civil engineering consulting services and input to the Board of Directors. These services are provided on an "as needed basis."

Dewberry also prepared an Engineering Report for bond issuance and provided cost estimates for said process.

- **COST** \$480,210 (Consultant Fees to Date)
- **SERVICES**
  - Civil Engineering
  - District Board Meetings
  - Monthly Meetings
  - Processing Construction Pay Applications
  - Processing Pay Requisitions

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

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

<b>F. EXAMPLE PROJECTS WHICH BEST ILLUSTRATE PROPOSED TEAM'S QUALIFICATIONS FOR THIS CONTRACT</b> <i>(Present as many projects as requested by the agency, or 10 projects, if not specified. Complete one Section F for each project.)</i>		<b>20. EXAMPLE PROJECT KEY NUMBER</b>  <b>#5</b>		
<b>21. TITLE AND LOCATION (City and State)</b> <b>Narcoossee CDD (Orlando, FL)</b>		<b>22. YEAR COMPLETED</b> <table border="1"> <tr> <td>PROFESSIONAL SERVICES Ongoing</td> <td>CONSTRUCTION (if applicable) N/A</td> </tr> </table>	PROFESSIONAL SERVICES Ongoing	CONSTRUCTION (if applicable) N/A
PROFESSIONAL SERVICES Ongoing	CONSTRUCTION (if applicable) N/A			

### 23. PROJECT OWNER'S INFORMATION

<b>a. PROJECT OWNER</b> Government Management Services	<b>b. POINT OF CONTACT NAME</b> George Flint	<b>c. POINT OF CONTACT TELEPHONE NUMBER</b> 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 Orlando, 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, and will construct, 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** \$265,000 (Consultant Fees to Date)
- **SERVICES**
  - Civil Engineering
  - Construction Administration
  - Development Planning
  - Permitting
  - Surveying

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

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

Deer Run CDD (Bunnell, FL)

22. YEAR COMPLETED

PROFESSIONAL SERVICES

2007

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)



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; 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**

Cost Estimates  
Planning  
Reports and Plans  
Surveying Designs  
Water Management Systems and Facilities  
Water and Sewer Systems  
Roadway Design  
Landscaping  
Recreational Facilities  
Street Lighting  
Community Infrastructure  
Construction Administration

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

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

<b>F. EXAMPLE PROJECTS WHICH BEST ILLUSTRATE PROPOSED TEAM'S QUALIFICATIONS FOR THIS CONTRACT</b> <i>(Present as many projects as requested by the agency, or 10 projects, if not specified. Complete one Section F for each project.)</i>		<b>20. EXAMPLE PROJECT KEY NUMBER</b>  <b>#7</b>		
<b>21. TITLE AND LOCATION (City and State)</b>  <b>Live Oak Lake CDD (Twin Lakes Development) (Osceola County, FL)</b>		<b>22. YEAR COMPLETED</b> <table border="1"> <tr> <td>PROFESSIONAL SERVICES .Ongoing</td> <td>CONSTRUCTION (If applicable) Ongoing</td> </tr> </table>	PROFESSIONAL SERVICES .Ongoing	CONSTRUCTION (If applicable) Ongoing
PROFESSIONAL SERVICES .Ongoing	CONSTRUCTION (If applicable) Ongoing			

### 23. PROJECT OWNER'S INFORMATION

<b>a. PROJECT OWNER</b> Governmental Management Services	<b>b. POINT OF CONTACT NAME</b> Jillian Borns	<b>c. POINT OF CONTACT TELEPHONE NUMBER</b> 407.841.5524 ex. 115
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### 24. BRIEF DESCRIPTION OF PROJECT AND RELEVANCE TO THIS CONTRACT (Include scope, size, and cost)



- **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

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 plus 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' right-of-way is master planned to be a 4 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 5 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 right-of-way.

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

<b>a.</b>	<b>(1) FIRM NAME</b> Dewberry Engineers Inc.	<b>(2) FIRM LOCATION (City and State)</b> Orlando, FL	<b>(3) ROLE</b> District Engineer
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<b>F. EXAMPLE PROJECTS WHICH BEST ILLUSTRATE PROPOSED TEAM'S QUALIFICATIONS FOR THIS CONTRACT</b> <i>(Present as many projects as requested by the agency, or 10 projects, if not specified. Complete one Section F for each project.)</i>	<b>20. EXAMPLE PROJECT KEY NUMBER</b>  <b>#8</b>
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<b>21. TITLE AND LOCATION (City and State)</b>  <b>Viera East CDD (Viera, FL)</b>	<b>22. YEAR COMPLETED</b>	
	<b>PROFESSIONAL SERVICES</b> <b>Ongoing</b>	<b>CONSTRUCTION (If applicable)</b> <b>N/A</b>

### 23. PROJECT OWNER'S INFORMATION

<b>a. PROJECT OWNER</b> <b>Government Management Services</b>	<b>b. POINT OF CONTACT NAME</b> <b>George Flint</b>	<b>c. POINT OF CONTACT TELEPHONE NUMBER</b> <b>407.841.5524</b>
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### 24. BRIEF DESCRIPTION OF PROJECT AND RELEVANCE TO THIS CONTRACT (Include scope, size, and cost)



- **COST** \$214,000 (Consultant Fees to Date)
- **SERVICES**
  - Civil Engineering
  - Construction Administration
  - Consulting Services
  - Environmental Services
  - Permitting
  - Planning
  - Presentations
  - Surveying

Viera Planned Development and CDD is a 2,000-acre mixed-use development in the City of Viera, located east of I-95 and north of Murrell Road in Brevard County. The project consists of 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, this project presented some unique design challenges; including creating a viable community that balanced the developable parcels with existing ecological systems. Additional challenges related to the need to tie into both existing and proposed roadways and proposed master utilities serving the project.

Dewberry permitted the stormwater drainage and wetland modifications of the master stormwater system that consisted of both lakes and wetlands that provided storage through the SJRWMD and Brevard County. We also monitor the wetland systems in compliance with the SJRWMD permit as well as the design of the entire infrastructure.

Dewberry continues to serve as the District Engineer for this project. Our services included consulting services, civil engineering, environmental services, permitting, planning, surveying, construction administration and presentations to the Board of Supervisors for the CDD. Dewberry also gives presentations to the Board of Supervisors for the CDD and is on-call to the District Manager.

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

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



<b>F. EXAMPLE PROJECTS WHICH BEST ILLUSTRATE PROPOSED TEAM'S QUALIFICATIONS FOR THIS CONTRACT</b> <i>(Present as many projects as requested by the agency, or 10 projects, if not specified. Complete one Section F for each project.)</i>	<b>20. EXAMPLE PROJECT KEY NUMBER</b>  <b>#9</b>
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<b>21. TITLE AND LOCATION (City and State)</b>  <b>VillaSol CDD (Osceola County, FL)</b>	<b>22. YEAR COMPLETED</b>	
	<b>PROFESSIONAL SERVICES</b> <b>Ongoing</b>	<b>CONSTRUCTION (If applicable)</b> <b>Ongoing</b>

**23. PROJECT OWNER'S INFORMATION**

<b>a. PROJECT OWNER</b> <b>InfraMark</b>	<b>b. POINT OF CONTACT NAME</b> <b>Robert Koncar</b>	<b>c. POINT OF CONTACT TELEPHONE NUMBER</b> <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. This CDD 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** \$175,000 (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**

	(1) FIRM NAME	(2) FIRM LOCATION (City and State)	(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

#10

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

**Country Greens CDD (Sorrento Springs PD) (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 (From Section E, Block 12)	27. ROLE IN THIS CONTRACT (From Section E, Block 13)	28. EXAMPLE PROJECTS LISTED IN SECTION F (Fill in "Example Projects Key" section below before completing table. Place "X" under project key number for participation in same or similar role.)									
		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>Bobby Johnson, 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 (From Section F)	NO.	TITLE OF EXAMPLE PROJECT (From Section F)
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> , Manatee County, FL	7	<b>Live Oak Lake CDD (Twin Lakes Development)</b> , Osceola County, FL
3	<b>Cascades at Groveland CDD</b> , Groveland, FL	8	<b>Viera East CDD</b> , Viera, FL
4	<b>Montecito CDD</b> , Satellite Beach, FL	9	<b>VillaSol CDD</b> , Osceola County, FL
5	<b>Narcooseee 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, build-able 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 firm's 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:

- 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 Ashton CDD, Lake Wales, Polk County
- Lakewood Ranch CDDs 1, 2, 4, 5, 6, Manatee County
- Lakewood Ranch Stewardship, 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

### Project Approach

We have prepared an organizational approach to fit the specific categories of Baytree 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 Baytree CDD's policies and procedures.

Serving as District Engineer is **Rey Malavé, PE**. Rey has 41 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 Baytree 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 prepare 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.

### 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



## H. ADDITIONAL INFORMATION

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

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 CDD 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 CDD. 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 CDD. Existing drainage patterns, ponding concerns and erosion problems will be documented. We will contact the CDD's Maintenance Engineer to discuss any concerns regarding the project area.

### Survey and Mapping Services

Dewberry has provided continuing surveying services for several 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 that they require. We utilize state-of-the-art equipment to provide cost effective surveying, right of way mapping, utility designation and Subsurface Utility Excavation (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, Right-of-Way 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 CDD informed of the progress of all permits and respond promptly to all requests for additional information.

As part of our efforts for Baytree 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, FWC, 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 Baytree CDD will include presentations to CDD Commissioners and public meetings, where we would provide assistance to the CDD for the understanding of technical issues, proposed developments, projected roadway designs, possible right-of-way changes, and to provide a professional and

## H. ADDITIONAL INFORMATION

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

expert opinion on issues that may be needed by the CDD. Dewberry can assist the CDD 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 CDD 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 CDD 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 CDD 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 CDD. Once identified, we will coordinate with the CDD 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 CDD 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 CDD prior to developing a scope of services.

### Scope Development

A detailed scope of services, fee estimate, and schedule for the 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 right-of-way costs. We will review all designs, prepared by

## H. ADDITIONAL INFORMATION

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

Dewberry or others, for cost savings measures that will 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 right-of-way 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 CDD that budgets may need to be adjusted.

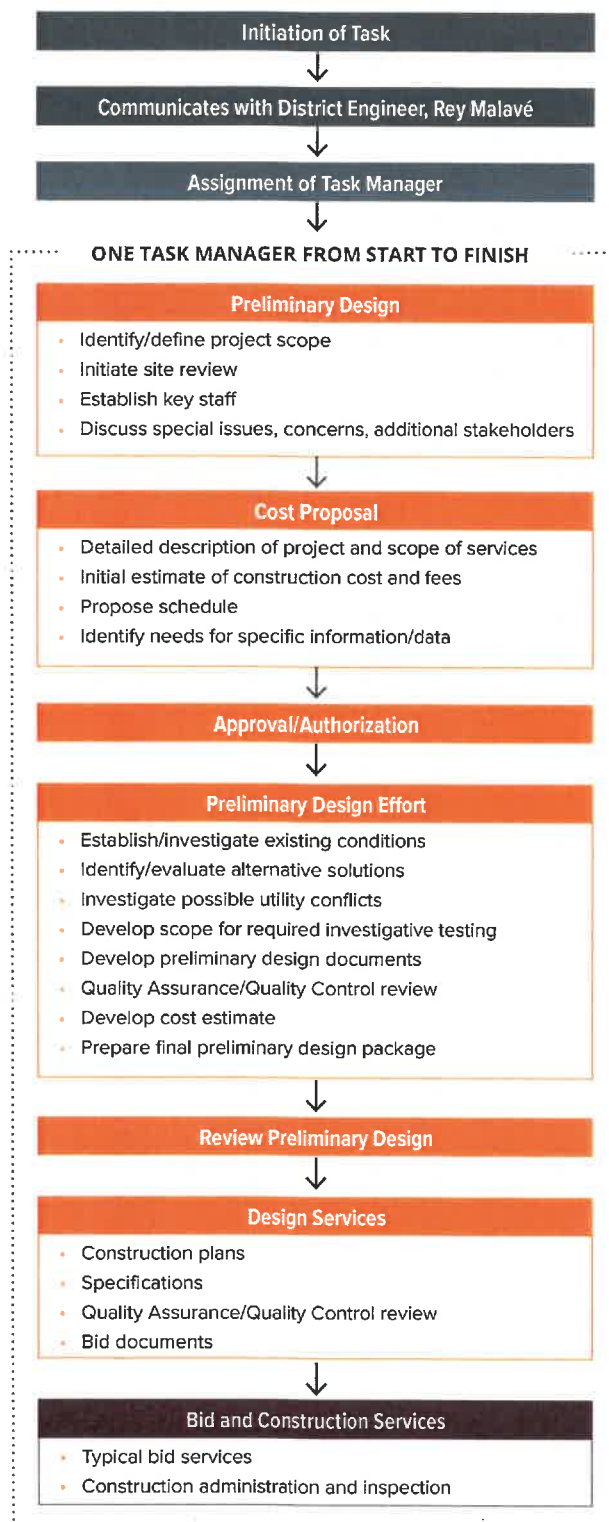
### PROJECT SCHEDULE

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, as well, because if we fail to successfully complete any assignment on time, our ability to obtain additional assignments with Baytree 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, 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 Baytree. 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 supervision of 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

The Dewberry Team 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

03.25.20

1. SOLICITATION NUMBER  
(IF ANY)

2a. FIRM (or Branch Office) NAME



**Dewberry**

2013

4. UNIQUE ENTITY IDENTIFIER	078839109
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## 5. OWNERSHIP

Corporation

No

The Dewberry Companies Inc.

1972

078839109

a. Function Code	b. Discipline	c. Number of Employees		a. Profile Code	b. Experience	c. Revenue Index Number (see below)
		(1) FIRM	(2) BRANCH			
02	Administrative	210	10	B02	Bridges	1
08	CADD Technician	77	5	E09	Environmental Impact Studies, Assessments or Statements	1
12	Civil Engineer	367	9			
16	Construction Manager	41	1	H11	Housing (Residential, Multi-Family; Apartments; Condominiums	4
20	Economists/Financial Analysts	47	4	L02	Land Surveying	6
24	Environmental Scientist	38	4	L10	Land Development, Residential	6
38	Land Surveyor	220	36	L11	Land Development, Commercial	5
39	Landscape Architect	33	3	L13	Land Development, Public	2
47	Planner: Urban/Regional	35	5	S09	Structural Design; Special Structures	1
57	Structural Engineer	138	6	S10	Surveying; Platting; Mapping; Flood Plain Studies	4
60	Transportation Engineer	111	21	T03	Traffic & Transportation Engineering	7
62	Water Resources Engineer	119	5	T04	Topographic Surveying and Mapping	5
	Program Analyst/Program Manager	27	2	T05	Towers (Self-Supporting & Guyed Systems)	3
	Water/Wastewater Engineer	89	1	W02	Water Resources; Hydrology; Ground Water	1
				W03	Water Supply; Treatment and Distribution	1
	Other Employees	740	2			
	<b>Total</b>	<b>2292</b>	<b>114</b>			

10. \$50 million or greater

D. Non-Federal Work	8
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**Donald E. Stone, Jr., Director/Executive Vice President**

September 19, 2019

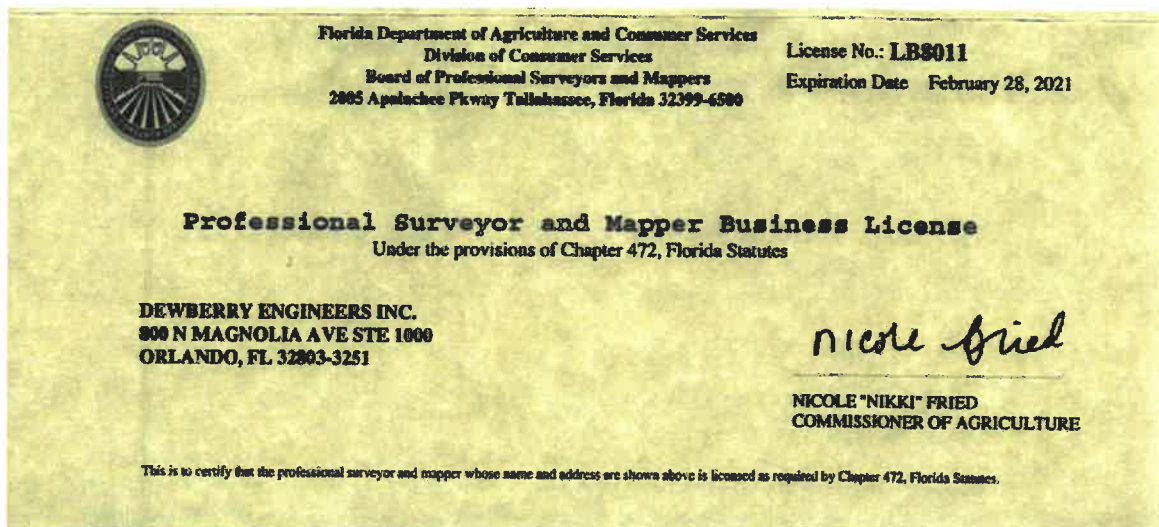
## SECTION 2: Firm Licenses

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## FIRM 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, 2019, that its most recent annual report/uniform business report was filed on April 19, 2019, 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 Twenty-sixth day of April,  
2019*



*Ronald R. DeSantis*  
**Secretary of State**

Tracking Number: 1962947838CU

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

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



## 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 Baytree. Our team can provide engineering design, planning management, technical, and administrative services as requested by Baytree and will make a commitment to prioritize the CDD's needs.

Our District Engineer, **Rey Malavé, PE**, Associate Vice President at Dewberry, has 41 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; Lake Ashton CDD in Lake Wales; and the Lakewood Ranch CDDs in Manatee County.

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 and sewer collection/transmission systems, as well as, project reviews for permitting agencies.

Serving as Assistant District Engineer is **Peter Armans, PE**. He has 9 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.

This includes Montecito CDD in Satellite Beach; Narcoosee CDD in Orlando, Deer Run CDD in

### 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**

Banell; Vierra East CDD in Viera, VillaSol CDD in Osceola County.

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 Baytree. 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





**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.”

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.

For more information on our project management team, we have provided résumés 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

## DEWBERRY WAS NAMED ENR'S 2019 SOUTHEAST DESIGN FIRM OF THE YEAR

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:

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

CDD/Location	District Engineer	Planning	Due Diligence	Civil Engineering	Roadway Design	Stormwater Design	Environmental/Permitting	Landscape Architecture	Survey	Construction Admin
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	●	●		●	●	●		●	●	●

## 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 CDD's projects will combine our understanding of the various project assignments with our experience in identifying the CDD'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 Baytree. 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 Baytree. **We are fully available for this contract!**

Our team, supported by a strong in-house team of infrastructure design specialists, planners, surveyors, environmental scientists, right-of-way mappers, roadway engineers, maintenance of traffic engineers and construction inspection personnel, has the capacity to address all of the CDD's needs throughout the term of this contract.

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

## Volume of Work Previously Awarded to Consultant by District

Although Dewberry has not worked for the Baytree 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 Baytree with the unique experience, familiarity, and understanding of the type of services that will be requested.





 **Dewberry**

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







TECHNICAL PROPOSAL

# BAYTREE COMMUNITY DEVELOPMENT DISTRICT

Submitted to: GOVERNMENTAL MANAGEMENT SERVICES-CENTRAL FLORIDA, LLC





March 24, 2020

Jason Showe, District Manager  
Governmental Management Services, LLC  
219 East Livingston Street  
Orlando, Florida 32801

**RE: Request for Qualifications for Professional Engineering Services  
Baytree Community Development District (CDD)**

Dear Mr. Showe:

A Community Development District (CDD) is integral in providing the residents of the community it serves the highest quality of life possible, ensuring that high standards of development will continue to be met long into the future. Baytree CDD is no exception. We understand the district is responsible for maintaining its existing infrastructure, providing capital improvements, and improving the quality of the development, all while operating within closely monitored and audited budgets to meet the high expectations for the community they serve. It is crucial to your CDD's continued long-term success that your consulting engineer shares your focus on careful, timely, and cost-conscious fulfillment of the residents' expectations.

Johnson, Mirmiran & Thompson, Inc. (JMT) has successfully performed on a myriad of general service contracts based on our reputation for delivering a high-quality product and outstanding service to our partners.

Leading our commitment to Baytree CDD is myself, Steven Collins, PE. I have over 15 years of civil engineering experience and a strong understanding of the unique needs of a CDD. My ability to develop strong relationships with clients has ensured that the end results exceed the expectations of District Managers through careful coordination of schedules, budgets, and priorities. I am most proud of my reputation of responsiveness when addressing the needs of JMT's clients. **The point of contact for this CDD will be myself, Steven Collins. I will be responsible for attending District Board meetings, performing construction services, and any other engineering tasks.**

JMT's staff has a breadth of experience in working with CDDs, which means you benefit by getting professional expertise delivered with a personalized approach and attentiveness to your needs. As the District Engineer for several similar CDDs, we believe we have a thorough understanding of your service requirements.

Our first priority is to establish a personalized team for each individual work assignment undertaken. This process begins with understanding your needs. Based on our coordination and research, we will assign a project team that has the best experience to meet those needs. I will strategically determine how to best utilize our internal resources as well as choose subconsultants, if needed, that would best complete the team. This approach ensures that we have the right resources to exceed your expectations.

**Asset Management:** JMT can assist the District by developing or updating land ownership and maintenance maps depicting District property and facilities and areas maintained by vendors such as landscapers or aquatic services. Wetlands and buffer areas may also be added as needed to educate residents and vendors of the different vegetation restrictions that may exist. These maps are living documents that may be updated as your community grows or as vendor needs change. JMT can also provide asset reports cataloging facilities or property, such as stormwater facilities or streets, for condition, suggested maintenance, or replacement so that future capital fund expenditures may be scheduled in advance.

**Capital Improvements:** JMT can provide the District with planning assistance in determining needed capital improvements including the development of construction plans and permits. JMT can also assist in developing capital improvement budgets so that funding may be planned for long term improvements.



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**Roadway Improvements:** JMT can provide the District with traffic analyses to identify vehicle circulation, intersection sight distances, offsite signal warrants, pedestrian crosswalk safety, sidewalk ADA compliance, striping and signing, and street lighting studies and improvement plans.

**Drainage Improvements:** JMT will identify any nuisance drainage problems, identify potential solutions, and provide cost estimates for each alternative. Sometimes simple regrading or modifications to curbs or landscaping can correct standing water on streets or in grassy areas.

**Permitting:** JMT will inspect existing ponds in accordance with St. John's River Water Management District (SJRWMD) maintenance schedules. All inspection reports will be filed and cataloged by our staff. We have experience also working with other water management districts such as SWFWMD, and our continuing services contracts, for reviewing ERP permits. Our past work on NPDES and Drainage Connection permits for FDOT have been invaluable in serving the stormwater needs of the following clients:

- Bahia Lakes CDD in Ruskin, Florida
- Bobcat Trail CDD in North Port, Florida
- Bridgewater of Wesley Chapel CDD in Wesley Chapel, Florida
- Concord Station CDD in Land O' Lakes, Florida
- Diamond Hill CDD in Valrico, Florida
- Fishhawk Ranch CDD in Valrico, Florida
- Fishhawk IV CDD in Valrico, Florida
- Harbour Isles CDD in Apollo Beach, Florida
- Heritage Oak Park CDD in Port Charlotte, Florida
- Heritage Springs CDD in Trinity, Florida
- Lexington Oaks CDD in Wesley Chapel, Florida
- Mira Lago CDD in Apollo Beach, Florida
- Oak Creek CDD in Wesley Chapel, Florida
- River Bend CDD in Ruskin, Florida
- South Fork CDD in Riverview, Florida
- South Fork East CDD in Riverview, Florida
- Spring Ridge CDD in Brooksville, Florida
- Sterling Hill CDD in Spring Hill, Florida
- The Bridgewater CDD in Lakeland, Florida
- The Woodlands CDD in North Port, Florida
- Waterset North CDD Apollo Beach, Florida
- Westchase CDD in Tampa, Florida

Teamwork, integrity, responsibility, and hard work are the cornerstones of our corporate culture and the reason we have earned repeat business and referrals from satisfied clients. Our focus is to ensure that our partners get the positive results and successful projects that they want and deserve. These core values are at the heart of every service we perform.

We are confident that the information in this Request for Qualifications and the client testimonials substantiate our capabilities and our commitment of quality and integrity to our clients. We look forward to working with Baytree Community Development District to enhance your community.

Very truly yours,  
JOHNSON, MIRMIRAN & THOMPSON, INC.



Steven Collins, PE  
Project Manager



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# ABILITY AND ADEQUACY OF PROFESSIONAL PERSONNEL

## FIRM PROFILE

**Johnson, Mirmiran & Thompson, Inc. (JMT)** is an employee-owned, multi-disciplined architectural/engineering firm offering a full array of planning, design, and construction phase consulting services for infrastructure projects throughout the United States and its territories since 1971. Our client base consists of state, federal, and local government agencies as well as many private institutions, commercial, and industrial clients.

JMT is currently ranked **#54 on the Engineering News-Record's (ENR) list of the nationwide Top 500 Design Firms**. JMT's staff of more than 1,600

professionals -- engineers, architects, planners, environmental scientists, surveyors, construction and program managers, inspectors, designers, CADD technicians, and Geographic Information Systems (GIS) and information technology specialists -- is dedicated to the highest quality project performance.

From our offices throughout the Southeast and mid-Atlantic states, we provide complete solutions to support your facilities, transportation, and technology infrastructure needs.



## SERVICE OFFERINGS INCLUDE:

- Civil Engineering
- Water Resources
- Transportation and Traffic Planning and Design
- Natural and Cultural Resources
- Surveying and Utility Location
- Program Management
- Construction Management and Inspection
- Transit, Aviation, and Port Planning and Design
- Environmental Engineering
- Scheduling, Estimating, and Claims Analysis
- Geographic Information Systems and IT
- Structural Engineering
- Building Commissioning
- Marine and Coastal Engineering
- Mechanical/Electrical/Plumbing Engineering
- Water/Wastewater Engineering
- Underwater Inspection

JMT's client base consists of a wide range of public and private organizations with an equal range of project types. With a primary focus on projects requiring civil site development and transportation services combined with a keen desire to work closely with our clients, JMT's service base has grown. **Among our specialties are stormwater management facility design, roadway and sidewalk design, street lighting, roadways, waterways, wetlands and community facilities.**

JMT's local Lake Mary office staffs over 31 employees. Our employees are committed to the values of the firm: integrity, respect, excellence, and positive communication.

JMT's office is in Lake Mary with convenient access to the Interstate system and expressways. Our office is a functional, exciting environment that enhances JMT's corporate values. JMT also strives to stay at or ahead of the curve with state-of-the-art software and hardware systems that allow our staff to provide the highest quality deliverables in a timely manner.









## SELECT KEY PERSONNEL

JMT consists of dedicated, high-quality staff with reputations for excellence and integrity. As previously mentioned, we take great pride in the caliber of our staff and our internal "teamwork" culture. We have reviewed the Request for Qualifications in detail and performed a cursory site review to assure we have the appropriate staff both in quality and quantity. We have assembled a team of professionals consisting of key staff members, that are listed in this section, for the anticipated service areas. With this team, JMT will deliver outstanding services to the Baytree Community Development District (CDD).



**STEVEN COLLINS, PE, PHD**

Steven has 15 years of experience in water resource engineering for federal, state, and local projects. His experience includes highway drainage design, stormwater management BMP designs, hydrologic/hydraulic and sediment transport modeling, erosion and sediment control, watershed assessments and planning, TMDL/WIP/MS4 compliance, wetland mitigation, stream restoration and stabilization, landscape design, construction inspection, cost estimating, and water quality analyses.



**STEPHEN BRLETIC, PE**

Stephen has over 9 years of experience in Tampa Bay area land development engineering. His project experiences include design and permitting for a wide range of projects, including residential subdivisions, commercial developments, and borrow pits. He routinely performs the functions necessary to design and permit land development projects.



**ROBERT DVORAK, PE**

Robert is responsible for managing the water resource and drainage projects for JMT as well as the design, hydrologic and hydraulic modeling, and regulatory permitting for a wide range and variety of projects. He has 34 years of professional civil engineering experience, all in the state of Florida. His experience with the implementation of local and state regulations has enhanced his ability to expedite the permitting process.





## ERIC HENDRA, PE

Eric brings over 31 years of experience with civil and coastal engineering and emergency projects. His expertise includes coastal design, land development, damage assessment and implementation, construction management and inspection, Department of Defense (DOD) site improvements, stormwater management systems, drainage and environmental permitting, commercial and residential site development, and water and wastewater distribution and collection systems.



## ALI ALIPOUR, PHD

Ali has 5 years of experience in water resources engineering and has extensive experience in hydrologic/hydraulic modeling. He has provided drainage solutions for small projects in Florida, but is also an expert on complex drainage issues. He has created open-source computer codes for hydrologic modeling, has studied flooding events throughout the United States, and has developed stormwater and water quality calculations for SJRWMD permitting. He has modeled and predicted daily streamflow in river basins located on four different continents.



## STEVEN EDINGER, PE

Steven graduated with a specialization in watersheds and water resources. He has over 4 years of experience and his responsibilities include field investigations, storm water management, erosion and sediment control, drainage analysis, and hydraulic designs. Mr. Edinger has worked extensively with Hillsborough County, several Community Development Districts (CDDs) in Florida, and Pennsylvania Department of Transportation (PennDOT).



## RICK NEIDERT

Rick has 27 years of field experience with roadway, utility, and stormwater projects, construction inspection and constructability, and field survey, which bring a valuable perspective to our design and construction management teams. He is responsible for performing inspections on a variety of transportation and stormwater projects throughout southwest Florida.

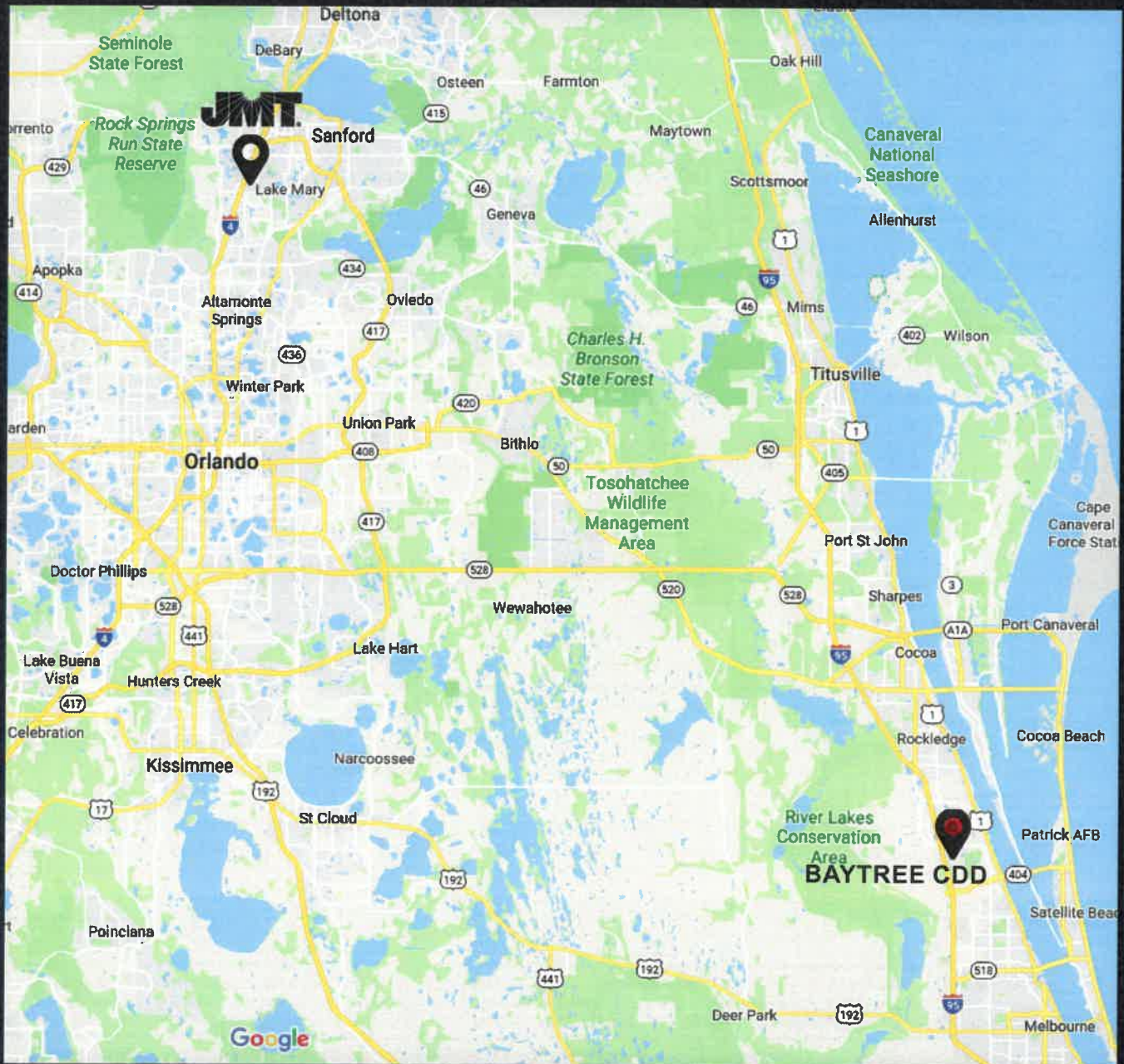


# GEOGRAPHIC LOCATION

JMT Lake Mary

615 Crescent Executive Court, Suite 106

Lake Mary, Florida 32746

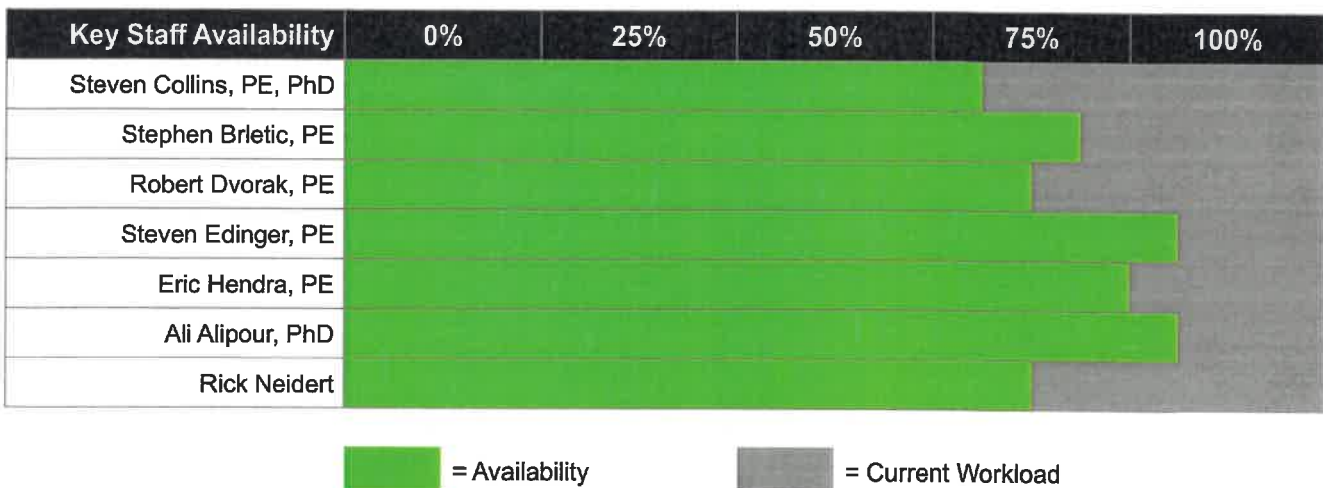


JMT's headquarters is located in Hunt Valley, Maryland. We have over 35 offices within the United States; spanning the East Coast and Texas.



# CURRENT / PROJECT WORKLOAD

The JMT team is available and has the capacity, technical expertise, range of services, and uniquely qualified personnel to provide Baytree CDD with all the services required. Our availability means you can expect stellar responsiveness, quality products, and projects delivered on or ahead of schedule. JMT has additional backup staff in our other Florida offices if additional resources are required. All the key personnel are ready to begin work immediately. The chart below graphically depicts the workload commitments and availability over the next twelve months for the key personnel.



## WORK PREVIOUSLY AWARDED

JMT has not been selected previously to provide services to Baytree CDD. Currently, JMT serves as District Engineer for Diamond Hill CDD, Harbour Isles CDD, Lexington Oaks CDD, Heritage Springs CDD, and South Fork CDD. INFRAMARK is the District Manager for Lexington Oaks CDD, Heritage Springs CDD, Oak Creek CDD, and South Fork CDD and is familiar with our work.

## MINORITY BUSINESS ENTERPRISE

JMT is not a Minority Business Enterprise (MBE). We routinely partner with experienced and proven MBE's to provide complimentary services on a wide range of projects.



# PROJECT MANAGEMENT TOOLS

Our goal is a long-term partnership with Baytree CDD. As partners, you can count on us to deliver desired results based on adherence to our corporate culture:

- **Teamwork** – We take pride in our ability to assemble the best team to accomplish your specific objectives. Every member of our team commits to exceeding your expectations. In order to achieve this, we will be actively involved in your organization and challenge ourselves to anticipate your future needs.
- **Integrity** – We have maintained long-term relationships with many of our clients. These relationships continue to thrive because our clients know that the JMT team can be trusted to act in their best interest at all times while achieving win-win solutions for all the stakeholders.
- **Responsibility** – As we enter into a new partnership, our commitment to you is that we take full responsibility for the end result. That means that you can rely on us to be proactive, to anticipate any potential challenges, and to offer solutions.
- **Hard work** – Every member of our team understands

that hard work is the foundation for every project. Once we mutually agree on an approach, our team focus is on delivering superior service and a project that surpasses your quality, schedule, and budget requirements.

- **Community Involvement** – Among our core values is a serious commitment to community involvement. From Chamber events to college scholarships, JMT gives back to our community and will do so with Baytree CDD.

We understand that every aspect of our corporate culture needs to be adhered to daily to guarantee results for your organization. We look forward to the opportunity to become partners with Baytree CDD and to help you achieve all your objectives.

The following sections address JMT's particular approach to meeting schedule and budget expectations.



# MANAGING PROJECTS TO MEET SCHEDULE AND BUDGET

The JMT team is committed to meet and exceed Baytree CDD's schedule and budget requirements, whether our project budget is \$5,000 or \$500,000. Astute, prudent management of financial and human resources is one of our core business values. We routinely deliver our projects ahead of schedule through a targeted, well-orchestrated effort of the entire team, including CDD staff. The depth of our team gives us the ability to add considerable resources to meet any schedule and to handle multiple assignments simultaneously, as we have proven on numerous general services contracts.

As Project Manager, Steven Collins, PE, PhD, will follow these **guidelines to successfully accomplish each assignment**:

- Identify the right team to efficiently deliver each assignment.
- Develop a well-defined scope.
- Keep the same people on the project team for the duration of the task.
- Conduct team meetings, typically weekly or bi-weekly.
- Proactively anticipate potential schedule or budget challenges and resolve them in advance.

All JMT project managers have been formally trained in JMT's approach to project management and for each project, the PM develops a detailed **Project Management Plan (PMP)** that describes the scope and deliverables and details the schedule, milestones, work breakdown structure, task assignments, and Quality Control Plan, including specific responsibilities for each key team member. The PMP and in-house PM tools save significant time. Some of the tools used to maintain control of the schedule and budget are described in the next sections.



## SCHEDULE & BUDGET CONTROLS

**Schedule:** With our depth of staff and vast array of multi-disciplined experience, JMT has the capability to fast track any project. This expertise provides the client with a **one-stop shop** for any project – whether we are serving as program manager, project manager, design support, or construction manager. We provide a complete array of engineering and management services integrated to our client's needs.

Between the level of expertise and the personnel available that have previous experience working on similar contracts for other local agencies, we have the capacity and expertise to maintain accelerated task order schedules. **Our depth of staff in the required disciplines ensures that each task assignment will be given the manpower necessary to provide Baytree's CDD with a quality end product within the project budget and schedule.**

Our schedules are developed in great detail, describing every activity involved in every phase. Moreover, activities are linked so that we are in essence creating a critical path project schedule. This schedule is one of several that our task order manager reviews for compliance on a weekly basis. He will review the level of completeness of every activity with the individuals performing the work and confirm that the project is on schedule.

We have the capacity and expertise to complete all assignments for this project on time. We recognize that a major element used to evaluate the effectiveness of our services is the degree to which schedules are completed. Our project efforts are directed toward a high level of schedule control and our project management policies have been devised to support this objective. We also realize that effective, timely response to the unexpected requests from the board, often on a moment's notice, is both art and science. We are confident that our team can easily respond to such assignments under this contract within the required number of days. Rapid, effective response to unforeseen situations is a skill that our team members have developed through years of experience and practice of putting our clients' immediate needs first and foremost. These values and high-performance expectations are ingrained into our culture. This Team maintains an attitude that all work schedules can be compressed saving time and man-hours for other assignments saving valuable community dollars.

Our web-based project management and accounting tools, in conjunction with scheduling software, regular team communications, corporate procedures for project execution, and sound judgment, allow our task order managers to identify problems early, so expedient correction can minimize schedule or cost overruns.

**Budget:** Keeping in mind the CDD's budget for each assignment, we will develop an appropriate scope to satisfy the budget constraints. Once underway, JMT focuses on cost control using a state-of-the-art integrated accounting and resource planning software and a collaborative team approach. Each project phase is automated using our Power BI, of the Microsoft 365 software package, that breaks down the project budget into discrete project phases (e.g., Master Planning, Design, Construction Management, etc.). During the performance of the project we track the hours and dollars expended on each project phase. All employee timesheets are input electronically at least weekly, so up-to-date project costs are available on each PM's dashboard. Power BI generates real-time reports showing hours spent versus budgeted and job costs incurred versus budgeted as well as the monthly invoice. With these tools, consistent, precise budgets are maintained.

# PROPOSED BILLING STRUCTURE

For each assignment, our project managers prepare a monthly progress report describing for each phase the percent of work completed, work performed during the report period, status with respect to schedule, unusual problems, delays, approval action, information required, and potential schedule slippage with recommendations.

Project team meetings are held weekly or bi-weekly to discuss the progress of the project. Each phase is reviewed for progress, manpower allocations, budget, and schedule. Any issues are discussed and a strategy for their resolution is addressed. Invoices will be prepared by the Project Manager based on the hours worked on each assignment at hourly rates established in the contract.

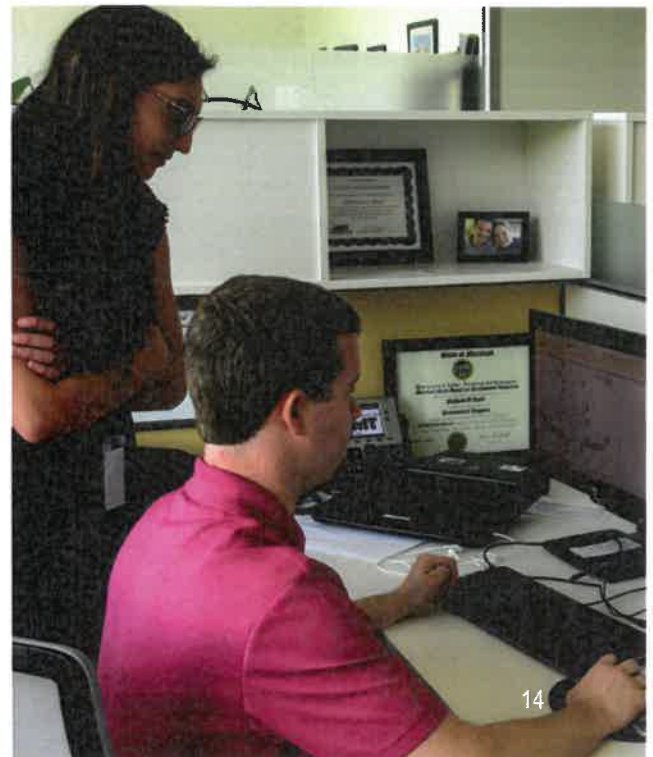
## PERSONNEL ASSIGNMENT & PROJECT EFFICIENCY

The success of any project depends on utilizing the right personnel — those who possess the needed technical knowledge, successful project experience, specialized equipment, and collaboration skills.

Once notified of an assignment and based on the type and scope of work, Stephen will assemble the right project team in terms of team size and expertise, with the objective of keeping the team as small as possible to meet the schedule and keeping the team intact throughout the entire project.





Clear expectations and close collaboration from the start of each assignment will enhance efficiency and minimize delays. JMT's focus is always on the end result: accurate, concise, and clear deliverables.



We have repeatedly demonstrated our ability to perform complex assignments on time and within budget, and to be proactively aware of and promptly responsive to the CDD's needs. The proof of our willingness and ability to meet schedule and budget expectations is in our performance.





# LICENSES

	Ron DeSantis, Governor	
<b>STATE OF FLORIDA</b>		
<b>BOARD OF PROFESSIONAL ENGINEERS</b>		
THE ENGINEERING BUSINESS HEREIN IS AUTHORIZED UNDER THE PROVISIONS OF CHAPTER 471, FLORIDA STATUTES		
		
<b>JOHNSON MIRMIRAN &amp; THOMPSON, INC.</b>		
615 CRESCENT EXECUTIVE COURT SUITE 106 LAKE MARY FL 32746		
<b>LICENSE NUMBER: CA5917</b>		
<b>EXPIRATION DATE: FEBRUARY 28, 2021</b>		
Always verify licenses online at <a href="http://MyFloridaLicense.com">MyFloridaLicense.com</a>		
	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.		

	<b>Florida Department of Agriculture and Consumer Services</b> <b>Division of Consumer Services</b> <b>Board of Professional Surveyors and Mappers</b> <b>2005 Apalachee Pkway Tallahassee, Florida 32399-6500</b>	<b>License No.: LB8146</b> <b>Expiration Date February 28, 2021</b>
<b>Professional Surveyor and Mapper Business License</b> Under the provisions of Chapter 472, Florida Statutes		
<b>JOHNSON, MIRMIRAN &amp; THOMPSON, INC</b> <b>2400 E COMMERCIAL BLVD STE 800</b> <b>FORT LAUDERDALE, FL 33308-4004</b>		
		<b>NICOLE "NIKKI" FRIED</b> <b>COMMISSIONER OF AGRICULTURE</b>
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.		

# *State of Florida*

## *Department of State*

I certify from the records of this office that JOHNSON, MIRMIRAN & THOMPSON, INC. is a Maryland corporation authorized to transact business in the State of Florida, qualified on March 7, 1985.

The document number of this corporation is P05237.

I further certify that said corporation has paid all fees due this office through December 31, 2020, that its most recent annual report/uniform business report was filed on February 3, 2020, 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 Third day of February, 2020*



*Randy R. Lee*  
**Secretary of State**

Tracking Number: 3376064636CU

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

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

# SAMPLE CERTIFICATES OF INSURANCE



## CERTIFICATE OF LIABILITY INSURANCE

JOHNMIR-02

JTORREZ

DATE (MM/DD/YYYY)  
11/22/2019

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

<b>PRODUCER</b> Ames & Gough 8300 Greensboro Drive Suite 880 McLean, VA 22102		<b>CONTACT</b> NAME: PHONE (A/C, No, Ext): (703) 827-2277 FAX (A/C, No): (703) 827-2279 E-MAIL: admin@amesgough.com ADDRESS:	
<b>INSURED</b> Johnson, Mirmiran & Thompson, Inc. 2000 East 11th Avenue Suite 300 Tampa, FL 33605		<b>INSURER(S) AFFORDING COVERAGE</b> INSURER A: Lexington Insurance Company A, XV INSURER B: INSURER C: INSURER D: INSURER E: INSURER F:	<b>NAIC #</b> 19437

COVERAGES		CERTIFICATE NUMBER:		REVISION NUMBER:		
THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.						
INSR LTR	TYPE OF INSURANCE	ADDL SUBR INSD WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
	<b>COMMERCIAL GENERAL LIABILITY</b> <input type="checkbox"/> CLAIMS-MADE <input type="checkbox"/> OCCUR  GEN'L AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC OTHER:					EACH OCCURRENCE DAMAGE TO RENTED PREMISES (Ea occurrence) \$ MED EXP (Any one person) \$ PERSONAL & ADV INJURY \$ GENERAL AGGREGATE \$ PRODUCTS - COMP/OP AGG \$ \$ COMBINED SINGLE LIMIT (Ea accident) \$ BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ \$ EACH OCCURRENCE \$ AGGREGATE \$ \$ PER STATUTE OTH-ER
	<b>AUTOMOBILE LIABILITY</b> <input type="checkbox"/> ANY AUTO <input type="checkbox"/> OWNED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> HIRED AUTOS ONLY <input type="checkbox"/> NON-OWNED AUTOS ONLY					E.L. EACH ACCIDENT \$ E.L. DISEASE - EA EMPLOYEE \$ E.L. DISEASE - POLICY LIMIT \$
	<b>UMBRELLA LIAB</b> <input type="checkbox"/> OCCUR <b>EXCESS LIAB</b> <input type="checkbox"/> CLAIMS-MADE DED <input type="checkbox"/> RETENTION \$					
	<b>WORKERS COMPENSATION AND EMPLOYERS' LIABILITY</b> ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) <input type="checkbox"/> Y/N <input checked="" type="checkbox"/> N/A If yes, describe under DESCRIPTION OF OPERATIONS below					
A	Professional Liab.		020720868	12/1/2019	12/1/2020	Per Claim/Aggregate 10,000,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)  
 Retro Date: 11/1/1971

<b>CERTIFICATE HOLDER</b>  <b>EVIDENCE OF COVERAGE</b>	<b>CANCELLATION</b> SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.  AUTHORIZED REPRESENTATIVE 
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ACORD 25 (2016/03)

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## CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

9/9/2019

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

<b>PRODUCER</b> Arthur J. Gallagher Risk Management Services, Inc. 11311 McCormick Road, Ste 450 Hunt Valley MD 21031-8622		<b>CONTACT NAME:</b> <b>PHONE</b> (A/C, No. Ext): 443-798-7499 <b>FAX</b> (A/C, No): 443-798-7290 <b>E-MAIL</b> ADDRESS: BW2.BSD.Certs@ajg.com	
<b>INSURED</b> Johnson, Mirmiran & Thompson, Inc. 2000 East 11th Avenue Suite 300 Tampa FL 33605		<b>INSURER(S) AFFORDING COVERAGE</b> INSURER A: Zurich American Insurance Company INSURER B: Continental Insurance Company INSURER C: INSURER D: INSURER E: INSURER F:	

**COVERAGES**

CERTIFICATE NUMBER: 689997768

REVISION NUMBER:

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADL SUBR INSD WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR  GEN'L AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input checked="" type="checkbox"/> PROJECT <input checked="" type="checkbox"/> LOC OTHER:		GLO017137405	9/1/2019	9/1/2020	EACH OCCURRENCE \$ 2,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 300,000 MED EXP (Any one person) \$ 5,000 PERSONAL & ADV INJURY \$ 2,000,000 GENERAL AGGREGATE \$ 4,000,000 PRODUCTS - COMP/OP AGG \$ 4,000,000 \$
A	<input checked="" type="checkbox"/> AUTOMOBILE LIABILITY <input checked="" type="checkbox"/> ANY AUTO <input type="checkbox"/> OWNED AUTOS ONLY <input checked="" type="checkbox"/> HIRED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS <input checked="" type="checkbox"/> NON-OWNED AUTOS ONLY		BAP017137505	9/1/2019	9/1/2020	COMBINED SINGLE LIMIT (Ea accident) \$ 2,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ \$
B	<input checked="" type="checkbox"/> UMBRELLA LIAB <input checked="" type="checkbox"/> OCCUR <input type="checkbox"/> EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE DED RETENTION \$		6011444526	9/1/2019	9/1/2020	EACH OCCURRENCE \$ 10,000,000 AGGREGATE \$ 10,000,000 \$
A	<input checked="" type="checkbox"/> WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	Y/N <input checked="" type="checkbox"/> N	WCD17137806	9/1/2019	9/1/2020	<input checked="" type="checkbox"/> PER STATUTE <input type="checkbox"/> OTHER E.L. EACH ACCIDENT \$ 1,000,000 E.L. DISEASE - EA EMPLOYEE \$ 1,000,000 E.L. DISEASE - POLICY LIMIT \$ 1,000,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

**CERTIFICATE HOLDER****CANCELLATION**

Evidence of Insurance	SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.
	AUTHORIZED REPRESENTATIVE 

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# ARCHITECT – ENGINEER QUALIFICATIONS

## PART I - CONTRACT-SPECIFIC QUALIFICATIONS

### A. CONTRACT INFORMATION

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

**Baytree Community Development District, Brevard County, FL**

2. PUBLIC NOTICE DATE

March 11, 2020

3. SOLICITATION OR PROJECT NUMBER

N/A

### B. ARCHITECT-ENGINEER POINT OF CONTACT

4. NAME AND TITLE

**Steven Collins, PhD, PE | Project Manager**

5. NAME OF FIRM

**Johnson, Mirmiran and Thompson, Inc. (JMT)**

6. TELEPHONE NUMBER

407-562-4970

7. FAX NUMBER

407-833-9899

8. E-MAIL ADDRESS

sdcollins@jmt.com

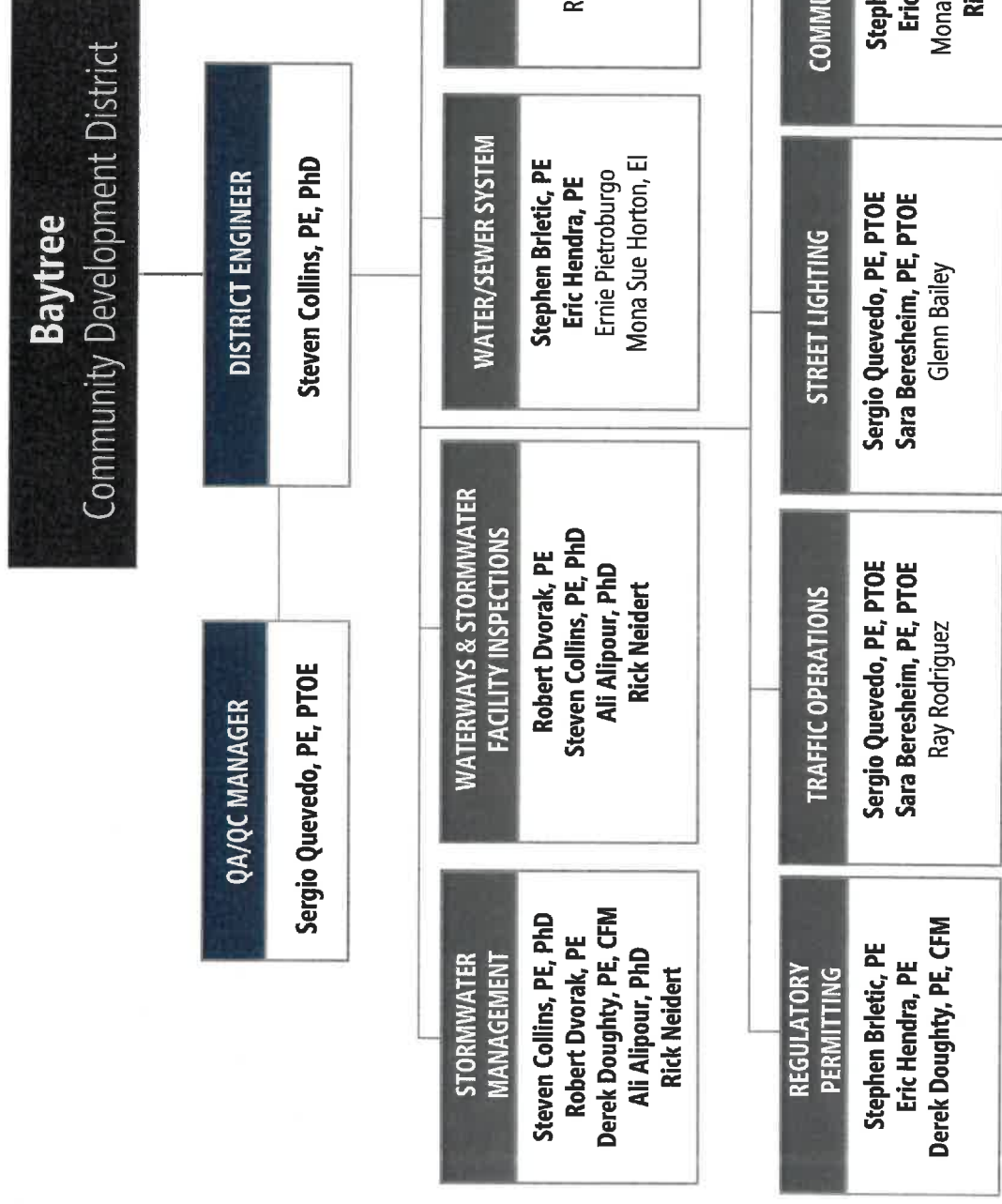
### C. PROPOSED TEAM

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

	<i>(Check)</i>			9. FIRM NAME	10. ADDRESS	11. ROLE IN THIS CONTRACT
	PRIME	J/V	PARTNER-SUBCONTRACTOR			
a.	X			<b>Johnson, Mirmiran and Thompson, Inc. (JMT)</b>  <input checked="" type="checkbox"/> CHECK IF BRANCH OFFICE	615 Crescent Executive Court, Suite 106 Lake Mary, FL 32746	Civil Engineering and Surveying
b.				<input type="checkbox"/> CHECK IF BRANCH OFFICE		
c.				<input type="checkbox"/> CHECK IF BRANCH OFFICE		
d.				<input type="checkbox"/> CHECK IF BRANCH OFFICE		
e.				<input type="checkbox"/> CHECK IF BRANCH OFFICE		
f.				<input type="checkbox"/> CHECK IF BRANCH OFFICE		

### D. ORGANIZATIONAL CHART OF PROPOSED TEAM

☒ *(Attached)*



# E. RESUMES OF KEY PERSONNEL PROPOSED FOR THIS CONTRACT

(Complete one Section E for each key person.)

12. NAME <b>Steven Collins, PhD, PE</b>		13. ROLE IN THIS CONTRACT <b>Project Manager</b>		14. YEARS EXPERIENCE	
				a. TOTAL 15	b. WITH CURRENT FIRM 4
15. FIRM NAME AND LOCATION (City and State) <b>Johnson, Mirmiran and Thompson, Inc. (JMT)   Lake Mary, FL</b>					
16. EDUCATION (DEGREE AND SPECIALIZATION) PhD / Biology   ME / Agricultural and Biological Engineering BS / Biological Systems Engineering			17. CURRENT PROFESSIONAL REGISTRATION (STATE AND DISCIPLINE) Professional Engineer   FL, No. 80872; SC, No. 33335; MD, No. 37647;		
18. OTHER PROFESSIONAL QUALIFICATIONS (Publications, Organizations, Training, Awards, etc.) Dr. Collins is a water resources engineer with experience in highway drainage design, stormwater management BMP designs, hydrologic/hydraulic and sediment transport modeling, erosion and sediment control, watershed assessments and planning, TMDL/WIP/MS4 compliance, wetland mitigation, stream restoration and stabilization, landscape design, construction inspection, cost estimating, water quality analyses, and permitting. He has experience using ICPv4, ArcGIS 10.x, HEC-RAS, HEC-HMS, HSPF, EPA-SWMM, XP-SWMM, TR-20, TR-55, HY-8, AutoCAD Civil 3D, and MicroStation.					
19. RELEVANT PROJECTS					
1) TITLE AND LOCATION (City and State)		2) YEAR COMPLETED			
<b>River Bend Community Development District (CDD) Engineering Support</b> , Hillsborough County, FL		PROFESSIONAL SERVICES Ongoing	CONSTRUCTION (if applicable) Varies		
(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE		<input checked="" type="checkbox"/> Check if project performed with current firm			
a. <b>Drainage Engineer.</b> JMT is providing engineering services to the <b>River Bend Community Development District (CDD)</b> in Ruskin, Florida, on an as-needed basis to assist the community in maintaining and improving their infrastructure assets. Engineering tasks are established by the CDD Board of Supervisors and assigned to the engineer to accomplish the specific objectives. The tasks vary in size and complexity, and each has a specific scope and schedule that is coordinated through the Board and District Manager. Various tasks completed for the River Bend community include: <b>Permit Inventory and Inspection Scheduling</b>   This task required research of SWFWMD permit documents archived at the central Brooksville office of SWFWMD. A map and spreadsheet were developed to indicate the numerous permits, where the ponds were located within the community, when the pond inspections were to be completed, and the parcel number for Hillsborough County. <b>Amenity Center Drainage Improvements</b>   The River Bend CDD has experience chronic flooding due to rapid expansion of the amenities within the parcel without accommodating additional stormwater runoff. JMT performed survey, design, permitting, and construction administration services to address existing flooding occurring at the access, parking lot, playground, tennis court, pool equipment area, and open spaces. The improvements will accommodate future amenity projects through total buildout of the parcel.					
1) TITLE AND LOCATION (City and State)		2) YEAR COMPLETED			
<b>South Fork Community Development District (CDD) Engineering Support</b> , Riverview, FL		PROFESSIONAL SERVICES Ongoing	CONSTRUCTION (if applicable) Varies		
(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE		<input checked="" type="checkbox"/> Check if project performed with current firm			
b. <b>Drainage Engineer.</b> JMT is providing engineering services to the <b>South Fork Community Development District (CDD)</b> in Riverview, Florida, on an as-needed basis to assist the community in maintaining and improving their infrastructure assets. Engineering tasks are established by the CDD Board of Supervisors and assigned to the engineer to accomplish the specific objectives. The tasks vary in size and complexity, and each has a specific scope and schedule that is coordinated through the Board and District Manager. Various tasks completed for the South Fork community include Permit Inventory and Inspection Scheduling, Pond Bank Restoration, Traffic Analyses, and Pond Maintenance Plan.					
1) TITLE AND LOCATION (City and State)		2) YEAR COMPLETED			
<b>Orange Boulevard Safety Improvements</b> , Sanford, FL		PROFESSIONAL SERVICES Ongoing	CONSTRUCTION (if applicable) N/A		
(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE		<input checked="" type="checkbox"/> Check if project performed with current firm			
c. <b>Drainage Engineer.</b> Dr. Collins is managing the drainage design team for with three miles of new sidewalk and roadway safety improvements along Orange Boulevard (CR 431) from ST 46 to Monroe Rd. The proposed design is alleviating localized flooding issues, and conveyance will be improved along the entire corridor. Dr. Collins is responsible for the design and supporting hydrologic and hydraulic calculations for bridge widening and associated required stabilization, ditch retrofits to eliminate deep ditches within the clear zone while providing conveyance for local and offsite runoff. Both shallow, roadside ditches and a closed stormdrain system with ditch-bottom and curbside inlets are being designed. At one location where the improvements encroach on a mapped floodplain, a compensation area that replaces the lost storage volume is proposed. Dr. Collins is also supporting the design of seven stormwater BMPs.					
1) TITLE AND LOCATION (City and State)		2) YEAR COMPLETED			
<b>US 441 / SR 500</b> , Orange County, FL		PROFESSIONAL SERVICES 2018	CONSTRUCTION (if applicable) Ongoing		
(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE		<input checked="" type="checkbox"/> Check if project performed with current firm			
d. <b>Drainage Engineer.</b> To address erosion undermining a perimeter wall from a private development, Dr. Collins designed a new stormdrain to safely capture and convey offsite and roadside runoff to an existing outfall to Lake Ola. Analyses included computations of design discharge, inlet capacity, design tailwater, energy loss, hydraulic gradient, and scour protection. Erosion control measures at the historical low were also provided.					

e.	1) TITLE AND LOCATION (City and State) <b>Water Oak Road Improvements</b> Flagler County, FL	(2) YEAR COMPLETED	
		PROFESSIONAL SERVICES Ongoing	CONSTRUCTION (if applicable) 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>Drainage Design</b> for the reconstruction of an existing dirt road with open drainage to a two way road with 12-foot lanes, a combination of open and closed drainage with signing and marking improvements. This project will connect CR 2006 to Mahogany Road (paved) and the Northern segment of Water Oak Road (paved). A shoulder and sections of guardrail are also included with these improvements. The project is being funded with State Funds under review by FDOT District 5.		
f.	1) TITLE AND LOCATION (City and State) <b>Parkland Estates and Swann Avenue Stormwater Improvements</b> Tampa, FL	(2) YEAR COMPLETED	
		PROFESSIONAL SERVICES Ongoing	CONSTRUCTION (if applicable) 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>Project Engineer.</b> Dr. Collins performed an analysis of design alternatives to remedy flooding along Swann Avenue and Parkland Estates. Dr. Collins updated the City of Tampa's existing XP-SWMM watershed model with survey data to establish baseline conditions for the 1-, 5-, and 10-year/24-hour storm events. Alternatives included a new stormwater retention pond and a new outfall to the Tampa Bay which was modeled in XP-SWMM. Schematic plans and an engineer's estimate for the most effective outfall route/stormwater storage option were provided.		
g.	1) TITLE AND LOCATION (City and State) <b>Water Quality Improvements to Enhance Fisheries Habitat in the Lower Choctawhatchee River Basin, Phase 1, FDEP</b> Holmes, Walton, and Washington Counties, FL	(2) YEAR COMPLETED	
		PROFESSIONAL SERVICES Ongoing	CONSTRUCTION (if applicable) 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>Hydrology and Sediment Transport Modeler.</b> To alleviate the impact of sediment in the lower Choctawhatchee basin, Dr. Collins determined the amount of sediment entering Choctawhatchee Bay and the relative amount of sediment contributed at unpaved-road stream-crossings through surveys and watershed modeling. Dr. Collins estimated sediment runoff at each unpaved crossing with RUSLE, modeled hydrology, erosion, and sediment transport with BASINS and HSPF for a 5,350 square-mile watershed. Modeling supported the design and prioritization of roadway BMPs to reduce sediment and quantify sediment reduction relative to a basin-wide goal. Dr. Collins designed culvert replacements for 10 different road-stream crossings.		
h.	1) TITLE AND LOCATION (City and State) <b>SE 4<sup>th</sup> Street SE Williston Street to SE Depot Avenue</b> City of Gainesville, FL	(2) YEAR COMPLETED	
		PROFESSIONAL SERVICES 2019	CONSTRUCTION (if applicable) 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 Design Engineer.</b> As part of the culvert replacement over Sweetwater Branch, Dr. Collins modeled the culvert (including velocity, shear stress, and scour) and helped determine appropriate stabilization downstream of the culvert. Dr. Collins also modeled the hydrology and hydraulics of a waterway entering the downstream side of the ditch using ArcMap, Rational Method, FHWA Hydraulic Toolbox, and Florida Department of Transportation criteria. He also calculated hydraulics and designed dimensions of an alternative pipe for this waterway.		
i.	1) TITLE AND LOCATION (City and State) <b>State Road 20</b> Liberty County, FL	(2) YEAR COMPLETED	
		PROFESSIONAL SERVICES 2017	CONSTRUCTION (if applicable) 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>Drainage Engineer.</b> Dr. Collins performed an analysis on an existing 10 x 5-foot cross drain that is being extended because of road-widening. A drainage area was delineated and 10- and 50-year discharges calculated. Pre- and post-construction impacts were modeled in HY-8. A scour and energy dissipation analysis was also performed with HEC-14.		
j.	1) TITLE AND LOCATION (City and State) <b>MD 27 (Ridge Road) Relocation (TransCanada)</b> Montgomery County, MD	(2) YEAR COMPLETED	
		PROFESSIONAL SERVICES 2018	CONSTRUCTION (if applicable) 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>Design Engineer.</b> This project was conducted at the request of TransCanada (Columbia Pipeline Group) in association with the forced shifting/relocating of an existing gas line as a result of the widening of MD 27. To support the land disturbance permit, Dr. Collins prepared Stormwater Management and Erosion and Sediment Control/Grading plans per criteria from Montgomery County Department of Permitting Services, Columbia Pipeline Group, and Washington Suburban Sanitary Commission. The project is located within the Clarksburg Special Protection Area, so the design accommodated the requirements set forth in the Special Protection Area law. Dr. Collins coordinated with state and local agencies for permitting approval.		

# E. RESUMES OF KEY PERSONNEL PROPOSED FOR THIS CONTRACT

(Complete one Section E for each key person.)

12. NAME <b>Jason Flick, PE</b>		13. ROLE IN THIS CONTRACT <b>Senior Engineer - Transportation</b>		14. YEARS EXPERIENCE	
				a. TOTAL <b>12</b>	b. WITH CURRENT FIRM <b>2</b>
15. FIRM NAME AND LOCATION (City and State) <b>Johnson, Mirmiran and Thompson, Inc. (JMT)   Lake Mary, FL</b>					
16. EDUCATION (DEGREE AND SPECIALIZATION) <b>MS / Civil Engineering    BS / Civil Engineering</b>			17. CURRENT PROFESSIONAL REGISTRATION (STATE AND DISCIPLINE) <b>Professional Engineer, FL No. 74741</b>		
18. OTHER PROFESSIONAL QUALIFICATIONS (Publications, Organizations, Training, Awards, etc.) Mr. Flick has more than 12 years of civil and transportation engineering experience in Florida. His design experience includes resurfacing, rehabilitation, and restoration (3R) projects, reconstruction, and new construction, including aspects such as asphalt and concrete pavement design, geometric design, public involvement, drainage design, shared-use path, and sidewalk construction. Formerly, Mr. Flick was a pavement designer for FDOT District 5, working on all District 5 projects involving pavement design, cross-slope correction review, and constructability. These projects ranged from resurfacing to complete reconstruction and contributed to his comprehensive knowledge of Florida's road system. His expertise includes roadway design, pavement design, pavement constructability, cross-slope correction, pedestrian and bicycle facility design, geometric design, and scope development.					
19. RELEVANT PROJECTS					
1) TITLE AND LOCATION (City and State) <b>Orange Boulevard Safety Improvements Sanford, FL</b>		2) YEAR COMPLETED			
		PROFESSIONAL SERVICES <b>Ongoing</b>		CONSTRUCTION (if applicable) <b>N/A</b>	
a. (3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE <b>Engineer of Record</b> for this safety improvement project that involves roadway, drainage, and safety improvements along three miles of Orange Boulevard (CR 431) from SR 46 to Monroe Road in Sanford, FL. The project site extends from a busy intersection through residential neighborhoods to an industrial area near Interstate-4 (I-4). The project includes road-widening, traffic flow improvements, pedestrian features, bridge replacement over the Lockhart Smith Canal, and drainage improvements, including placement/installation of 6-8 water-treatment facilities. Phase I design is complete and the Phase II design is currently in progress.		<input checked="" type="checkbox"/> Check if project performed with current firm			
1) TITLE AND LOCATION (City and State) <b>SR 520 Resurfacing, Restoration, and Rehabilitation, FDOT District 5 Brevard County, FL</b>		2) YEAR COMPLETED			
		PROFESSIONAL SERVICES <b>2012-2015</b>		CONSTRUCTION (if applicable) <b>N/A</b>	
b. (3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE <b>Engineer of Record</b> for this 3R project in conjunction with three additional projects. Worked closely with the project manager to coordinate all four projects to verify that consultants maintained the challenging schedule. The project involved resurfacing, replacing seven signals and relocating one, landscaping, shoulder and sidewalk construction and drainage improvements for 2.3 miles of SR 520. The signal relocation required relocating a median opening and a public hearing.		<input type="checkbox"/> Check if project performed with current firm			
1) TITLE AND LOCATION (City and State) <b>SR US 1, FDOT District 5 Brevard County, FL</b>		2) YEAR COMPLETED			
		PROFESSIONAL SERVICES <b>2014-2017</b>		CONSTRUCTION (if applicable) <b>Ongoing</b>	
c. (3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE <b>Project Manager &amp; Roadway Engineer-of-Record</b> for this 3R project for resurfacing, turn lane widening, drainage improvements, and signing and striping of 3 miles of SR 5. Project involved widening of several turn lanes and ramp lanes to accommodate bicycle keyhole lanes. This project also involved removal of an unnecessary auxiliary lane and through innovative milling patterns, reconfiguring this lane into a paved shoulder.		<input type="checkbox"/> Check if project performed with current firm			
1) TITLE AND LOCATION (City and State) <b>SR A1A Resurfacing, Restoration and Rehabilitation, FDOT District 5 Brevard County, FL</b>		2) YEAR COMPLETED			
		PROFESSIONAL SERVICES <b>2014-2017</b>		CONSTRUCTION (if applicable) <b>N/A</b>	
d. (3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE <b>Engineer of Record</b> , as a subconsultant, on this RRR project that included pavement reconstruction in downtown Cocoa Beach, FL. Jason was involved in the design and QA/QC process for traffic control to allow the construction of new curb ramps, asphalt milling and resurfacing, and new streetscaping and parking for the downtown area. He also coordinated all design aspects with the prime consultant to ensure that the Temporary Traffic Control Plan would cover all roadway design items in the plan set.		<input 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>Robert Dvorak, PE</b>		13. ROLE IN THIS CONTRACT <b>Senior Engineer – Water Resources</b>		14. YEARS EXPERIENCE	
				a. TOTAL <b>34</b>	b. WITH CURRENT FIRM <b>24</b>
15. FIRM NAME AND LOCATION (City and State) <b>Johnson, Mirmiran and Thompson, Inc. (JMT)   Tampa, FL</b>					
16. EDUCATION (DEGREE AND SPECIALIZATION) <b>BSE, Agricultural Engineering, University of Florida, 1984</b>			17. CURRENT PROFESSIONAL REGISTRATION (STATE AND DISCIPLINE) <b>Professional Engineer FL 40962</b>		
18. OTHER PROFESSIONAL QUALIFICATIONS (Publications, Organizations, Training, Awards, etc.) Mr. Dvorak is responsible for managing the water resource projects for Johnson, Mirmiran and Thompson, Inc. as well as the design, hydrologic and hydraulic modeling, and regulatory permitting for a wide range and variety of projects. He has over 33 years of professional civil engineering experience, all in the state of Florida. His experience with the implementation of local and state regulations has enhanced his ability to expedite the permitting process with the U.S. Army Corps of Engineers (ACOE), the Department of Environmental Protection (DEP), the regional Water Management Districts (WMD's), and the Florida Department of Transportation (FDOT).					
19. RELEVANT PROJECTS					
1) TITLE AND LOCATION (City and State)		2) YEAR COMPLETED			
<b>Heritage Springs Community Development District Engineering Support</b> Pasco County, FL		PROFESSIONAL SERVICES Ongoing		CONSTRUCTION (if applicable) Varies	
(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE		<input checked="" type="checkbox"/> Check if project performed with current firm			
a. <b>Project Manager.</b> JMT serves as District Engineer for the Heritage Springs CDD and our recent tasks have been varied, including permit inventory and inspections, coordination of and recommendations for maintenance of wetland and mitigation areas, design of drainage improvements, and repair of erosion and scour problems on stormwater ponds, open conveyances, and weirs. For most projects, in addition to design and permitting services, JMT has provided construction support including RFP development, bidding assistance through construction observation and project close-out. JMT also completed a synthesis of research literature regarding the use of grass carp to control nuisance vegetation in stormwater detention ponds. A report with recommendations was presented to the Board.					
1) TITLE AND LOCATION (City and State)		2) YEAR COMPLETED			
<b>Oak Creek Community Development District Engineering Support</b> Hillsborough County, FL		PROFESSIONAL SERVICES Ongoing		CONSTRUCTION (if applicable) Varies	
(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE		<input checked="" type="checkbox"/> Check if project performed with current firm			
b. <b>Project Manager.</b> JMT provides engineering services to the Oak Creek CDD in Wesley Chapel on an as-needed basis to assist the community in maintaining and improving their infrastructure assets. Engineering tasks are established by the CDD Board of Supervisors and assigned to the engineer to accomplish the specific objectives. The tasks vary in size and complexity, and each has a specific scope and schedule that is coordinated through the Board and District Manager. Various tasks completed for the Oak Creek community include: <b>Basketball Court</b> – JMT is preparing plans to construct a basketball court to add to the existing amenities in the vicinity of the clubhouse pool. JMT will also oversee contractor bidding and construction phase services. <b>Trail Boardwalks</b> – JMT is preparing plans to construct a pedestrian boardwalk in two locations within the community to connect existing trails through wetlands and over creeks to provide residents with access to the natural uplands to utilize as a picnic or walking trail amenity.					
1) TITLE AND LOCATION (City and State)		2) YEAR COMPLETED			
<b>Fishhawk Ranch Community Development District Engineering Support</b> Hillsborough County, FL		PROFESSIONAL SERVICES Ongoing		CONSTRUCTION (if applicable) Varies	
(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE		<input checked="" type="checkbox"/> Check if project performed with current firm			
c. <b>Senior Engineer.</b> JMT provides engineering services to the Fishhawk Ranch CDD on an as-needed basis to assist the community in maintaining and improving their infrastructure assets. Various tasks completed for the Fishhawk Ranch community include: <b>Permit Inventory and Inspection Scheduling</b> – This task required research of SWFWMD permit documents archived at the central Brooksville office of SWFWMD. A map and spreadsheet were developed to indicate the numerous permits, where the ponds were located within the community, when the pond inspections were to be completed, and the parcel number for Hillsborough County. <b>Engineer Transition</b> – This task required coordination with the past EOR for the community to retain and update all documents during a transition and merger of 3 CDDs including maintenance and inventory data and maps, clubhouse equipment inventory, and past CDD owned improvement project data.					
1) TITLE AND LOCATION (City and State)		2) YEAR COMPLETED			
<b>SWFWMD – Professional Engineering Consultant Services for Regulatory Review, Evaluation and Related Work - Hernando County, FL</b>		PROFESSIONAL SERVICES 2006 - 2012		CONSTRUCTION (if applicable) N/A	
(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE		<input checked="" type="checkbox"/> Check if project performed with current firm			
d. <b>Project Manager.</b> JMT provided engineering services concerning regulatory review and evaluation of permit application on an as-needed basis pursuant to individual work orders. The project services included: ERP application reviews, field inspections, as-built processing, computer modeling, meetings with District staff and consultants, project evaluation reports including final regulatory determinations, and presentations for informal dispute resolution and formal expert witness testimony. JMT processed more than a thousand assigned files in over 50 work orders involving review and evaluation of Statement of Completion and as-built drawings.					



# E. RESUMES OF KEY PERSONNEL PROPOSED FOR THIS CONTRACT

(Complete one Section E for each key person.)

12. NAME <b>Stephen Brletic, PE</b>	13. ROLE IN THIS CONTRACT <b>Senior Engineer – Civil</b>	14. YEARS EXPERIENCE	
		a. TOTAL <b>9</b>	b. WITH CURRENT FIRM <b>5</b>
15. FIRM NAME AND LOCATION (City and State) <b>Johnson, Mirmiran and Thompson, Inc. (JMT)   Tampa, FL</b>			
16. EDUCATION (DEGREE AND SPECIALIZATION) <b>BS in Civil Engineering, University of North Florida, 2011</b>		17. CURRENT PROFESSIONAL REGISTRATION (STATE AND DISCIPLINE) <b>Professional Engineer, Florida (81281)</b>	
18. OTHER PROFESSIONAL QUALIFICATIONS (Publications, Organizations, Training, Awards, etc.) Mr. Brletic has 9 years of experience in land development engineering in the Tampa Bay area. His project experience includes design and permitting for a wide range of projects, including residential subdivisions, commercial developments, and borrow pits. He routinely performs the functions necessary to design and permit land development projects.			

## 19. RELEVANT PROJECTS

1) TITLE AND LOCATION (City and State)		(2) YEAR COMPLETED	
		PROFESSIONAL SERVICES	CONSTRUCTION (if applicable)
		Ongoing	Varies
a.	(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE <input checked="" type="checkbox"/> Check if project performed with current firm <b>Fishhawk Ranch Community Development District Engineering Support</b> Hillsborough County, FL <b>Project Manager.</b> JMT provides engineering services to the Fishhawk Ranch CDD on an as-needed basis to assist the community in maintaining and improving their infrastructure assets. Various tasks completed for the Fishhawk Ranch community include: <b>Permit Inventory and Inspection Scheduling</b> – This task required research of SWFWMD permit documents archived at the central Brooksville office of SWFWMD. A map and spreadsheet were developed to indicate the numerous permits, where the ponds were located within the community, when the pond inspections were to be completed, and the parcel number for Hillsborough County. <b>Engineer Transition</b> – This task required coordination with the past EOR for the community to retain and update all documents during a transition and merger of 3 CDDs including maintenance and inventory data and maps, clubhouse equipment inventory, and past CDD owned improvement project data.		
	(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE <input checked="" type="checkbox"/> Check if project performed with current firm <b>Lexington Oaks Community Development District Engineering Support</b> Pasco County, FL <b>Project Manager.</b> JMT provided engineering services on a work order basis to serve as District Engineer for the Lexington Oaks CDD. The District is an approximately 800-acre master planned golf course development consisting of over 500 residential units and commercial buildings. Work orders included addressing pond erosion problems and sinkhole concerns, analysis of parking lot flooding, negotiations with the county for safety improvements to roadways, and assistance in repair for walls.		
b.	(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE <input checked="" type="checkbox"/> Check if project performed with current firm <b>Mira Lago West Community Development District Engineering Support</b> Ruskin, FL <b>Project Manager.</b> JMT provides engineering services to the Mira Lago West CDD in Ruskin on an as-needed basis to assist the community in maintaining and improving their infrastructure assets. Various tasks completed for the Mira Lago West community include: <b>Permit Inventory and Inspection Scheduling</b> – This task required research of SWFWMD permit documents archived at the central Brooksville office of SWFWMD. A map and spreadsheet were developed to indicate the numerous permits, where the ponds were located within the community, when the pond inspections were to be completed, and the parcel number for Hillsborough County. <b>Pond Bank Restoration</b> – JMT performed surveying, design and construction administration tasks for the reconstruction and restoration of the pond banks on numerous stormwater management ponds within the community. The objective of the project was to restore the eroded banks to the permitted side slopes and repair drainage structures required for safety and functionality. <b>Adjacent Development Impact Management</b> – This task required coordination with state permit agencies and private developers to coordinate impacts to the existing community caused by the new construction of a subdivision adjacent to the CDD owned properties and residential lots.		
	(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE <input checked="" type="checkbox"/> Check if project performed with current firm <b>Oak Creek Community Development District Engineering Support</b> Hillsborough County, FL <b>Design Engineer.</b> JMT provides engineering services to the Oak Creek CDD in Wesley Chapel on an as-needed basis to assist the community in maintaining and improving their infrastructure assets. The tasks vary in size and complexity, and each has a specific scope and schedule that is coordinated through the Board and District Manager. Various tasks completed for the Oak Creek community include: <b>Basketball Court:</b> JMT is preparing plans to construct a basketball court to add to the existing amenities in the vicinity of the clubhouse pool. JMT will also oversee contractor bidding and construction phase services. <b>Trail Boardwalks:</b> JMT is preparing plans to construct a pedestrian boardwalk in two locations within the community to connect existing trails through wetlands and over creeks to provide residents with access to the natural uplands to utilize as a picnic or walking trail amenity.		
c.	(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE <input checked="" type="checkbox"/> Check if project performed with current firm <b>Oak Creek Community Development District Engineering Support</b> Hillsborough County, FL <b>Design Engineer.</b> JMT provides engineering services to the Oak Creek CDD in Wesley Chapel on an as-needed basis to assist the community in maintaining and improving their infrastructure assets. The tasks vary in size and complexity, and each has a specific scope and schedule that is coordinated through the Board and District Manager. Various tasks completed for the Oak Creek community include: <b>Basketball Court:</b> JMT is preparing plans to construct a basketball court to add to the existing amenities in the vicinity of the clubhouse pool. JMT will also oversee contractor bidding and construction phase services. <b>Trail Boardwalks:</b> JMT is preparing plans to construct a pedestrian boardwalk in two locations within the community to connect existing trails through wetlands and over creeks to provide residents with access to the natural uplands to utilize as a picnic or walking trail amenity.		
	(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE <input checked="" type="checkbox"/> Check if project performed with current firm <b>Oak Creek Community Development District Engineering Support</b> Hillsborough County, FL <b>Design Engineer.</b> JMT provides engineering services to the Oak Creek CDD in Wesley Chapel on an as-needed basis to assist the community in maintaining and improving their infrastructure assets. The tasks vary in size and complexity, and each has a specific scope and schedule that is coordinated through the Board and District Manager. Various tasks completed for the Oak Creek community include: <b>Basketball Court:</b> JMT is preparing plans to construct a basketball court to add to the existing amenities in the vicinity of the clubhouse pool. JMT will also oversee contractor bidding and construction phase services. <b>Trail Boardwalks:</b> JMT is preparing plans to construct a pedestrian boardwalk in two locations within the community to connect existing trails through wetlands and over creeks to provide residents with access to the natural uplands to utilize as a picnic or walking trail amenity.		
d.	(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE <input checked="" type="checkbox"/> Check if project performed with current firm <b>Oak Creek Community Development District Engineering Support</b> Hillsborough County, FL <b>Design Engineer.</b> JMT provides engineering services to the Oak Creek CDD in Wesley Chapel on an as-needed basis to assist the community in maintaining and improving their infrastructure assets. The tasks vary in size and complexity, and each has a specific scope and schedule that is coordinated through the Board and District Manager. Various tasks completed for the Oak Creek community include: <b>Basketball Court:</b> JMT is preparing plans to construct a basketball court to add to the existing amenities in the vicinity of the clubhouse pool. JMT will also oversee contractor bidding and construction phase services. <b>Trail Boardwalks:</b> JMT is preparing plans to construct a pedestrian boardwalk in two locations within the community to connect existing trails through wetlands and over creeks to provide residents with access to the natural uplands to utilize as a picnic or walking trail amenity.		
	(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE <input checked="" type="checkbox"/> Check if project performed with current firm <b>Oak Creek Community Development District Engineering Support</b> Hillsborough County, FL <b>Design Engineer.</b> JMT provides engineering services to the Oak Creek CDD in Wesley Chapel on an as-needed basis to assist the community in maintaining and improving their infrastructure assets. The tasks vary in size and complexity, and each has a specific scope and schedule that is coordinated through the Board and District Manager. Various tasks completed for the Oak Creek community include: <b>Basketball Court:</b> JMT is preparing plans to construct a basketball court to add to the existing amenities in the vicinity of the clubhouse pool. JMT will also oversee contractor bidding and construction phase services. <b>Trail Boardwalks:</b> JMT is preparing plans to construct a pedestrian boardwalk in two locations within the community to connect existing trails through wetlands and over creeks to provide residents with access to the natural uplands to utilize as a picnic or walking trail amenity.		

# RESUMES OF KEY PERSONNEL PROPOSED FOR THIS CONTRACT

(Complete one Section E for each key person.)

12. NAME <b>Eric Hendra, PE</b>		13. ROLE IN THIS CONTRACT <b>Senior Engineer – Civil</b>		14. YEARS EXPERIENCE	
				a. TOTAL <b>31</b>	b. WITH CURRENT FIRM <b>2</b>
15. FIRM NAME AND LOCATION (City and State) <b>Johnson, Mirmiran and Thompson, Inc. (JMT)   Tampa, FL</b>					
16. EDUCATION (DEGREE AND SPECIALIZATION) <b>BS, Ocean Engineering</b>			17. CURRENT PROFESSIONAL REGISTRATION (STATE AND DISCIPLINE) <b>Registered Professional Engineer/FL, No. 48883; GA, No. 40757</b>		
18. OTHER PROFESSIONAL QUALIFICATIONS (Publications, Organizations, Training, Awards, etc.) Engineering project manager responsible for the management and production efforts for fields of civil, coastal and emergency projects. Project types involved with a wide range of public and private clientele projects including land development, coastal design, damage assessment and implementation, contract administration, construction management and inspection, DoD site improvements, stormwater management systems, drainage permitting, environmental permitting, commercial and residential site development, water and wastewater distribution and collection systems, and roadway construction.					
19. RELEVANT PROJECTS					
1) TITLE AND LOCATION (City and State)		2) YEAR COMPLETED			
<b>Waterset North Community Development District Engineering Support</b> Hillsborough County, FL		PROFESSIONAL SERVICES Ongoing		CONSTRUCTION (if applicable) Varies	
a. (3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE <b>Project Manager.</b> JMT is providing engineering services to the Waterset North Community Development District (CDD) in Apollo Beach, Florida, on an as-needed basis to assist the community in maintaining and improving their infrastructure assets. Engineering tasks are established by the CDD Board of Supervisors and assigned to the engineer to accomplish the specific objectives. The tasks vary in size and complexity, and each has a specific scope and schedule that is coordinated through the Board and District Manager.		<input checked="" type="checkbox"/> Check if project performed with current firm			
1) TITLE AND LOCATION (City and State)		2) YEAR COMPLETED			
<b>Bahia Lakes Community Development District Engineering Support</b> Hillsborough County, FL		PROFESSIONAL SERVICES Ongoing		CONSTRUCTION (if applicable) Varies	
b. (3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE <b>Project Manager.</b> JMT is providing engineering services to the Bahia Lakes Community Development District (CDD) in Ruskin, Florida, on an as-needed basis to assist the community in maintaining and improving their infrastructure assets. Engineering tasks are established by the CDD Board of Supervisors and assigned to the engineer to accomplish the specific objectives. The tasks vary in size and complexity, and each has a specific scope and schedule that is coordinated through the Board and District Manager.		<input checked="" type="checkbox"/> Check if project performed with current firm			
1) TITLE AND LOCATION (City and State)		2) YEAR COMPLETED			
<b>Stone Wood Subdivision</b> Seffner, FL		PROFESSIONAL SERVICES 2005-2006		CONSTRUCTION (if applicable) N/A	
c. (3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE <b>Civil Engineer.</b> Design and permitted site improvements for a 92-lot residential subdivision. Provided value engineering to reduce costs by analyzing the stormwater collection system designs and provide options to client for cost savings. Extensive offsite turn lanes were required by Hillsborough County for site traffic impact mitigation.		<input type="checkbox"/> Check if project performed with current firm			
1) TITLE AND LOCATION (City and State)		2) YEAR COMPLETED			
<b>Waterford Run Footbridge</b> Riverview, FL		PROFESSIONAL SERVICES 2010		CONSTRUCTION (if applicable) 2011	
d. (3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE <b>Civil Engineer.</b> Prepared design plans and permitted the replacement of an existing wooden footbridge for the Homeowner's Association. Hillsborough County permitting required the modeling of the existing Bell Creek with SWMM and adding the new bridge to ensure no impacts to creek floodway.		<input type="checkbox"/> Check if project performed with current firm			
1) TITLE AND LOCATION (City and State)		2) YEAR COMPLETED			
<b>THEA FDOT LAP 19<sup>th</sup> Street Greenway Parking Lot</b> Tampa, FL		PROFESSIONAL SERVICES 2019-Ongoing		CONSTRUCTION (if applicable) N/A	
e. (3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE <b>Project Manager</b> Mr. Hendra managed the Tampa Hillsborough Expressway Authority (THEA's) goals and funding requirements to provide design and engineering services for the FDOT LAP funded project of providing a parking lot located under the bridged expressway roadway. This work coordinated services from surveying, geotechnical and landscape architecture consultants to design a parking lot that would best fit between the bridge piers and allow for public interaction with the expressway's greenway trail. Amenities for public bike share, monuments and overall vegetative plantings were to provide an appealing and safe location for public use.		<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>Derek Doughty, PE, CFM, D.WRE</b>		13. ROLE IN THIS CONTRACT <b>Senior Engineer – Water Resources</b>		14. YEARS EXPERIENCE	
				a. TOTAL 33	b. WITH CURRENT FIRM 2
15. FIRM NAME AND LOCATION (City and State) <b>Johnson, Mirmiran and Thompson, Inc. (JMT)   Tampa, FL</b>					
16. EDUCATION (DEGREE AND SPECIALIZATION) MS, Engineering University of South Florida, Tampa, FL BS, Applied Mathematics, Worcester Polytechnic Institute, Worcester, MA			17. CURRENT PROFESSIONAL REGISTRATION (STATE AND DISCIPLINE) Professional Engineer, FL 54010 Certified Floodplain Manager US-16-08997		
18. OTHER PROFESSIONAL QUALIFICATIONS (Publications, Organizations, Training, Awards, etc.) Mr. Doughty has over 33 years of diversified civil engineering experience, including 26 years in hydrologic and hydraulic modeling of stormwater conveyance systems and management facilities. Derek has extensive experience in watershed management, master planning, land engineering and planning, developments of regional impact, stormwater projects, commercial, single-family and multi-family site development engineering, and roadway design. His responsibilities include project management, lead technical engineer, and project engineer while involved in planning, design and permitting services for a wide range of public and private projects.					
19. RELEVANT PROJECTS					
1) TITLE AND LOCATION (City and State)		2) YEAR COMPLETED			
<b>Heritage Springs Community Development District Engineering Support</b> Pasco County, FL		PROFESSIONAL SERVICES Ongoing		CONSTRUCTION (if applicable) Varies	
(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE		<input checked="" type="checkbox"/> Check if project performed with current firm			
a.	<b>Senior Engineer.</b> JMT serves as District Engineer for the Heritage Springs CDD and our recent tasks have been varied, including permit inventory and inspections, coordination of and recommendations for maintenance of wetland and mitigation areas, design of drainage improvements, and repair of erosion and scour problems on stormwater ponds, open conveyances, and weirs. For most projects, in addition to design and permitting services, JMT has provided construction support including RFP development, bidding assistance through construction observation and project close-out. JMT also completed a synthesis of research literature regarding the use of grass carp to control nuisance vegetation in stormwater detention ponds. A report with recommendations was presented to the Board.				
1) TITLE AND LOCATION (City and State)		2) YEAR COMPLETED			
<b>Lexington Oaks Community Development District Engineering Support</b> Pasco County, FL		PROFESSIONAL SERVICES Ongoing		CONSTRUCTION (if applicable) Varies	
(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE		<input checked="" type="checkbox"/> Check if project performed with current firm			
b.	<b>Senior Engineer.</b> JMT provided engineering services on a work order basis to serve as District Engineer for the Lexington Oaks CDD. The District is an approximately 800-acre master planned golf course development consisting of over 500 residential units and commercial buildings. Work orders included addressing pond erosion problems and sinkhole concerns, analysis of parking lot flooding, negotiations with the county for safety improvements to roadways, and assistance in repair for walls.				
1) TITLE AND LOCATION (City and State)		2) YEAR COMPLETED			
<b>Bullfrog Creek Hazard Mitigation Support, Hillsborough County</b> Hillsborough County, FL		PROFESSIONAL SERVICES 2017-2018		CONSTRUCTION (if applicable) N/A	
(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE		<input checked="" type="checkbox"/> Check if project performed with current firm			
c.	<b>Project Manager and Lead Technical Engineer.</b> Mr. Doughty served as project manager and lead technical engineer supporting Hillsborough County's Hazard Mitigation program with the processing of an MT-2 application to FEMA that resulted in the modification of four Flood Insurance Rate Map (FIRM) panels. Tasks in this process included review of the current SWMM 5 model parameterization and floodplain/floodway delineations, comparison of current model information with the effective Hillsborough County SWMM 4 modeling, identification and delineation of floodplain/floodway boundary tie-ins, preparation of the Letter of Map Revision application and response to comments, public outreach, and significant coordination with FEMA and Hillsborough County. JMT obtained the Letter of Determination from FEMA with an effective date in April 2018 and assisted the County in the protest and appeal period.				
1) TITLE AND LOCATION (City and State)		2) YEAR COMPLETED			
<b>Tampa Bay Boulevard Linear Park, City of Tampa</b> Tampa, FL		PROFESSIONAL SERVICES 2017 - 2018		CONSTRUCTION (if applicable) Ongoing	
(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE		<input checked="" type="checkbox"/> Check if project performed with current firm			
d.	<b>Senior Drainage Engineer.</b> JMT provided design, permitting, and construction phase services for roadway improvements and streetscape for Tampa Bay Boulevard between Lois Avenue and Dale Mabry Highway as identified in the Drew Park CRA Masterplan. This included turning the wide median into a walkable linear park by adding sidewalk, benches, lighting, and historic markers.				

# E. RESUMES OF KEY PERSONNEL PROPOSED FOR THIS CONTRACT

(Complete one Section E for each key person.)

12. NAME <b>Steven Edinger, PE</b>		13. ROLE IN THIS CONTRACT <b>Project Engineer – Water Resources</b>		14. YEARS EXPERIENCE	
				a. TOTAL <b>4</b>	b. WITH CURRENT FIRM <b>4</b>
15. FIRM NAME AND LOCATION (City and State) <b>Johnson, Mirmiran and Thompson, Inc. (JMT)   Tampa, FL</b>					
16. EDUCATION (DEGREE AND SPECIALIZATION) <b>BS / Environmental Systems Engineering</b>			17. CURRENT PROFESSIONAL REGISTRATION (STATE AND DISCIPLINE) <b>Professional Engineer, FL 89038</b>		
18. OTHER PROFESSIONAL QUALIFICATIONS (Publications, Organizations, Training, Awards, etc.) Mr. Edinger graduated with a specialization in watersheds and water resources. His responsibilities include field investigations, storm water management, erosion and sediment control, drainage analysis, and hydraulic designs. Mr. Edinger has worked extensively with Hillsborough County, several Community Development Districts (CDDs) in Florida, and Pennsylvania Department of Transportation (PennDOT).					
19. RELEVANT PROJECTS					
1) TITLE AND LOCATION (City and State)		2) YEAR COMPLETED			
<b>South Fork Community Development District (CDD) Engineering Support</b> Riverview, FL		PROFESSIONAL SERVICES Ongoing		CONSTRUCTION (if applicable) Varies	
(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE		<input checked="" type="checkbox"/> Check if project performed with current firm			
a. <b>Drainage Design Engineer.</b> JMT is providing engineering services to the South Fork Community Development District (CDD) in Riverview, Florida, on an as-needed basis to assist the community in maintaining and improving their infrastructure assets. Engineering tasks are established by the CDD Board of Supervisors and assigned to the engineer to accomplish the specific objectives. The tasks vary in size and complexity, and each has a specific scope and schedule that is coordinated through the Board and District Manager. This task is to add parking spaces to an existing parking lot and resolve a drainage complaint. Mr. Edinger is responsible for hydraulic design, impervious area calculations, and obtaining permits from SWFWMD and Hillsborough County.					
1) TITLE AND LOCATION (City and State)		2) YEAR COMPLETED			
<b>Concord Station Community Development District (CDD) Engineering Support, Land O'Lakes, FL</b>		PROFESSIONAL SERVICES Ongoing		CONSTRUCTION (if applicable) Varies	
(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE		<input checked="" type="checkbox"/> Check if project performed with current firm			
b. <b>Drainage Design Engineer.</b> JMT is providing engineering services to the Concord Station Community Development District (CDD) in Land O'Lakes, Florida, on an as-needed basis to assist the community in maintaining and improving their infrastructure assets. Engineering tasks are established by the CDD Board of Supervisors and assigned to the engineer to accomplish the specific objectives. This task is to resolve a drainage complaint of standing water. Mr. Edinger is responsible for hydraulic capacity calculations, erosion and sediment control design, and obtaining a permit from Hillsborough County.					
1) TITLE AND LOCATION (City and State)		2) YEAR COMPLETED			
<b>Orange Boulevard Safety Improvements</b> Sanford, FL		PROFESSIONAL SERVICES Ongoing		CONSTRUCTION (if applicable) N/A	
(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE		<input checked="" type="checkbox"/> Check if project performed with current firm			
c. <b>Design Engineer.</b> Assisted with drainage design for a 3-mile roadway safety improvement project (Prepared existing/proposed land use, curve number, and drainage area maps). Performed water quantity and quality analysis to assist with the design of 7 stormwater facilities including wet ponds and baffle boxes. Prepared the bridge hydraulic report and hydraulic analysis modeling water surface elevations and scour at Lockhart-Smith Bridge as a result of proposed improvements.					
1) TITLE AND LOCATION (City and State)		2) YEAR COMPLETED			
<b>SR 10 from Palafox Street to Chemstrand Road, FDOT District 3</b> Pensacola, FL		PROFESSIONAL SERVICES 2018 - Ongoing		CONSTRUCTION (if applicable) N/A	
(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE		<input checked="" type="checkbox"/> Check if project performed with current firm			
d. <b>Drainage Design Engineer.</b> JMT is designing and preparing contract documents for improvements of Alt U.S. 90 (Nine Mile Road) from Palafox Street to Chemstrand Road in Escambia County. The improvements consist of upgrading traffic signals, modifying medians, and adding left turn lanes at unsignalized intersections. Mr. Edinger is responsible for ditch conveyance calculations, storm sewer design, and delineation of drainage areas to inlets and ditches.					
1) TITLE AND LOCATION (City and State)		2) YEAR COMPLETED			
<b>Big Bend at Heritage Greens, Hillsborough County</b> Tampa, FL		PROFESSIONAL SERVICES Ongoing		CONSTRUCTION (if applicable) N/A	
(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE		<input checked="" type="checkbox"/> Check if project performed with current firm			
e. <b>Drainage Design Engineer.</b> JMT is designing improvements to Big Bend Road from Heritage Greens Parkway to Summer Brook Place. The improvements consist of widening Big Bend Road to accommodate an eastbound left turn lane and an additional westbound lane; retrofitting existing and connecting pedestrian facilities that are inaccessible or unusable; relocating signalized intersection at Southshore Charter Academy; and modifying an existing roadside ditch. Mr. Edinger is responsible for drainage area delineations, ditch design and conveyance calculations, developing a Stormwater Pollution Prevention Plan (SWPPP), and necessary permitting with FDEP.					

E. RESUMES OF KEY PERSONNEL PROPOSED FOR THIS CONTRACT <i>(Complete one Section E for each key person.)</i>			
12. NAME <b>Ali Alipour, PhD</b>	13. ROLE IN THIS CONTRACT <b>Engineer – Water Resources</b>	14. YEARS EXPERIENCE a. TOTAL <b>5</b> b. WITH CURRENT FIRM <b>1</b>	
15. FIRM NAME AND LOCATION <i>(City and State)</i> <b>Johnson, Mirmiran and Thompson, Inc. (JMT)   Lake Mary, FL</b>			
16. EDUCATION <i>(DEGREE AND SPECIALIZATION)</i> PhD / Civil Engineering    MAS / Civil Engineering    BS / Civil Engineering		17. CURRENT PROFESSIONAL REGISTRATION <i>(STATE AND DISCIPLINE)</i> Engineer in Training, British Columbia	
18. OTHER PROFESSIONAL QUALIFICATIONS <i>(Publications, Organizations, Training, Awards, etc.)</i> Dr. Alipour has four years of experience in water resources engineering by working in diverse geographical areas with extensive experience in hydrologic/hydraulic modeling. He has created open-source computer codes for hydrologic modeling and optimization scripts for operation of multi-purpose hydropower reservoirs. He has studied flooding and high inflow events in the United States. He has modeled and predicted daily streamflow in river basins located on four different continents. He has experience in risk-informed decision making for recommending appropriate solutions in the face of complex and multi-faceted water resources management problems. He has experience using ICPRv4, Python, SQL, MATLAB, AutoCAD, Microstation, HEC-RAS, ArcGIS, ArcPy, Civil 3D, TR-55, SWAN, WEAP, Gurobi, AMPL.			
19. RELEVANT PROJECTS			
1) TITLE AND LOCATION <i>(City and State)</i> <b>River Bend Community Development District (CDD) Engineering Support</b> Hillsborough County, FL		(2) YEAR COMPLETED PROFESSIONAL SERVICES Ongoing	
		CONSTRUCTION <i>(if applicable)</i> Varies	
(3) BRIEF DESCRIPTION <i>(Brief scope, size, cost, etc.)</i> AND SPECIFIC ROLE <input checked="" type="checkbox"/> Check if project performed with current firm a. <b>Drainage Engineer.</b> JMT is providing engineering services to the River Bend Community Development District (CDD) in Ruskin, Florida, on an as-needed basis to assist the community in maintaining and improving their infrastructure assets. Engineering tasks are established by the CDD Board of Supervisors and assigned to the engineer to accomplish the specific objectives. The tasks vary in size and complexity, and each has a specific scope and schedule that is coordinated through the Board and District Manager. Various tasks completed for the River Bend community include: <b>Permit Inventory and Inspection Scheduling</b> [This task required research of SWFWMD permit documents archived at the central Brooksville office of SWFWMD. A map and spreadsheet were developed to indicate the numerous permits, where the ponds were located within the community, when the pond inspections were to be completed, and the parcel number for Hillsborough County. <b>Amenity Center Drainage Improvements</b>   The River Bend CDD has experience chronic flooding due to rapid expansion of the amenities within the parcel without accommodating additional stormwater runoff. JMT performed survey, design, permitting, and construction administration services to address existing flooding occurring at the access, parking lot, playground, tennis court, pool equipment area, and open spaces. The improvements will accommodate future amenity projects through total buildout of the parcel.			
1) TITLE AND LOCATION <i>(City and State)</i> <b>Orange Boulevard Safety Improvements</b> Sanford, FL		(2) YEAR COMPLETED PROFESSIONAL SERVICES Ongoing	
		CONSTRUCTION <i>(if applicable)</i> 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. <b>Design Engineer.</b> Assisted with drainage design for a 3-mile roadway safety improvement project (Prepared existing/proposed land use, curve number, and drainage area maps). Assisted with design of 7 stormwater facilities, including water quantity and quality analyses. Prepared the bridge hydraulic report and hydraulic analysis modeling water surface elevations and scour at Lockhart-Smith Bridge as a result of proposed improvements.			
1) TITLE AND LOCATION <i>(City and State)</i> <b>SE 4th Street from SR 331 Post Design Services</b> City of Gainesville, FL		(2) YEAR COMPLETED PROFESSIONAL SERVICES 2019	
		CONSTRUCTION <i>(if applicable)</i> 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 c. <b>Design Engineer.</b> For the replacement of culvert over Sweetwater Branch, performed ditch hydraulic analysis and design and prepared a memo. Modeled hydrology using Rational Method for a tributary entering Sweetwater Branch.			
1) TITLE AND LOCATION <i>(City and State)</i> <b>Water Quality Improvements to Enhance Fisheries Habitat in the Lower Choctawhatchee River Basin, Phase 1, FDEP</b> Holmes, Walton, and Washington Counties, FL		(2) YEAR COMPLETED PROFESSIONAL SERVICES Ongoing	
		CONSTRUCTION <i>(if applicable)</i> 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 d. <b>Hydrology and Sediment Transport Modeler.</b> In order to improve water quality in the Lower Choctawhatchee River Basin by alleviating the impact of sediment, performed drainage area delineation, hydrologic modeling and stormwater BMP analysis and design for 15 unpaved stream crossings. Culvert replacements were designed and proposed for 10 crossings. Prepared design maps for each crossing including proposed pavement, stabilization, and stormwater BMPs.			



**E. RESUMES OF KEY PERSONNEL PROPOSED FOR THIS CONTRACT**  
(Complete one Section E for each key person.)

<b>12. NAME</b> <b>Sergio Quevedo, PE, PTOE</b>		<b>13. ROLE IN THIS CONTRACT</b> <b>Principal – QA/QC Manager</b>		<b>14. YEARS EXPERIENCE</b>	
				a. TOTAL <b>18</b>	b. WITH CURRENT FIRM <b>3</b>
<b>15. FIRM NAME AND LOCATION (City and State)</b> <b>Johnson, Mirmiran and Thompson, Inc. (JMT)   Tampa, FL</b>					
<b>16. EDUCATION (DEGREE AND SPECIALIZATION)</b> BS, Civil Engineering, University of Florida 2000 MS, Civil Engineering, University of Florida 2001			<b>17. CURRENT PROFESSIONAL REGISTRATION (STATE AND DISCIPLINE)</b> Professional Engineer, FL Professional Traffic Operations Engineer, FL		
<b>18. OTHER PROFESSIONAL QUALIFICATIONS (Publications, Organizations, Training, Awards, etc.)</b> Mr. Quevedo has 17 years of experience; he is proficient in managing a staff of technical personnel performing traffic operational and safety studies, ADA assessments, signing and pavement marking design, signalization design, ITS design, and lighting design. His experience includes numerous traffic studies, covering signal warrants, intersection safety and operations, arterial safety and operations, four-way stop warrants, signal retiming, speed, delay, and fatal crash and high crash location reviews.					
<b>19. RELEVANT PROJECTS</b>					
<b>1) TITLE AND LOCATION (City and State)</b> <b>South Fork Community Development District (CDD) Engineering Support</b> Riverview, FL		<b>(2) YEAR COMPLETED</b>			
		PROFESSIONAL SERVICES Ongoing		CONSTRUCTION (if applicable) Varies	
<b>(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE</b> <b>a. Traffic Engineer.</b> JMT is providing engineering services to the <b>South Fork Community Development District (CDD)</b> in Riverview, Florida, on an as-needed basis to assist the community in maintaining and improving their infrastructure assets. Engineering tasks are established by the CDD Board of Supervisors and assigned to the engineer to accomplish the specific objectives. The tasks vary in size and complexity, and each has a specific scope and schedule that is coordinated through the Board and District Manager. Various tasks completed for the South Fork community include Permit Inventory and Inspection Scheduling, Pond Bank Restoration, Traffic Analyses, and Pond Maintenance Plan. JMT provided traffic counts for the US 301 and Ambleside Boulevard intersection for the CDD.		<input checked="" type="checkbox"/> Check if project performed with current firm			
<b>1) TITLE AND LOCATION (City and State)</b> <b>Miscellaneous Traffic Engineering Services, Hillsborough County</b> Hillsborough County, FL		<b>(2) YEAR COMPLETED</b>			
		PROFESSIONAL SERVICES 2016-Ongoing		CONSTRUCTION (if applicable) N/A	
<b>(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE</b> <b>b. Senior Traffic Engineer.</b> JMT is providing studies and design for traffic safety and operations for roads and streets under Hillsborough County's Miscellaneous Traffic Engineering Services contract. Recent tasks performed throughout the County include Signal Warrant Study, Network Safety Study, Crosswalk Study, Pedestrian Crosswalk Signal Design, Temporary Traffic Control Plans, and Lighting Studies.		<input checked="" type="checkbox"/> Check if project performed with current firm			
<b>1) TITLE AND LOCATION (City and State)</b> <b>CCNA Intersection Projects, Hillsborough County</b> Hillsborough County, FL		<b>(2) YEAR COMPLETED</b>			
		PROFESSIONAL SERVICES 2019-Ongoing		CONSTRUCTION (if applicable) N/A	
<b>(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE</b> <b>c. Principal-In-Charge and QA/QC Manager.</b> JMT is providing survey; data collection; traffic operation studies; roadway, drainage, signing and pavement marking, and signalization design; environmental permitting; and post design services for this contract. The purpose of this project is to comprehensively evaluate multiple intersections within the County and document information necessary to reach a decision on the feasibility, operations, and conceptual design that will meet the goals of the Vision Statement. The six intersections are Bearss Avenue at Florida Avenue; Bearss Avenue at Zambito Road; Ehrlich Road at Hutchison Road; Himes Avenue at Idlewild Avenue; Himes Avenue at Busch Boulevard; and Himes Avenue at Waters Avenue.		<input checked="" type="checkbox"/> Check if project performed with current firm			
<b>1) TITLE AND LOCATION (City and State)</b> <b>Miscellaneous Professional Engineering for Bicycle and Pedestrians, Hillsborough County, Hillsborough County, FL</b>		<b>(2) YEAR COMPLETED</b>			
		PROFESSIONAL SERVICES 2018 - Ongoing		CONSTRUCTION (if applicable) N/A	
<b>(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE</b> <b>d. Senior Traffic Engineer.</b> JMT is providing Hillsborough County with bicycle and pedestrian related support including the design of multi-use trails, sidewalks, and bicycle lanes, as well as safety improvements identified through the Safe Routes to School program. These improvements include shoulder widening and the installation of sidewalks near schools. Another assignment under this contract included sidewalk feasibility studies for 46 locations within the County to assess the needs and feasibility for pedestrian safety improvements.		<input checked="" type="checkbox"/> Check if project performed with current firm			
<b>1) TITLE AND LOCATION (City and State)</b> <b>Districtwide Resurfacing, FDOT District 1</b> Throughout District 1, FL		<b>(2) YEAR COMPLETED</b>			
		PROFESSIONAL SERVICES 2015-2018		CONSTRUCTION (if applicable) N/A	
<b>(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE</b> <b>f. Senior Traffic Engineer.</b> This task work order (TWO) based contract included multiple projects throughout the District including resurfacing, intersection improvements, addition of turn lanes and bicycle lanes, widening, lighting, and pedestrian safety improvements. Task work orders included: Intersection Improvements: CR 544 at SR 17 in Haines City, FL, SR 64 at North Olivia Drive in Highlands County, FL, and US 41 from Salford Boulevard to Sumter Boulevard in Sarasota County, FL.		<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>Sara Beresheim, PE, PTOE</b>		13. ROLE IN THIS CONTRACT <b>Senior Engineer – Traffic</b>		14. YEARS EXPERIENCE	
				a. TOTAL <b>18</b>	b. WITH CURRENT FIRM <b>3</b>
15. FIRM NAME AND LOCATION (City and State) <b>Johnson, Mirmiran and Thompson, Inc. (JMT)   Tampa, FL</b>					
16. EDUCATION (DEGREE AND SPECIALIZATION) <b>BS, University of Florida 2001</b>		17. CURRENT PROFESSIONAL REGISTRATION (STATE AND DISCIPLINE) <b>Professional Engineer, FL 63951   Professional Traffic Operations Engineer, FL</b>			
18. OTHER PROFESSIONAL QUALIFICATIONS (Publications, Organizations, Training, Awards, etc.) Mrs. Beresheim has 18 years of experience in the design and production of signing and pavement marking, signalization, ITS, and lighting plans, as well as performing numerous traffic and safety studies. Her background includes ADA reviews, plans and report preparation, and quality assurance reviews. She has completed numerous traffic studies, including signal warrant studies, intersection safety and operations studies, arterial safety and operations studies, signal retiming studies, advisory speed studies, lighting analyses, and fatal crash and high crash location reviews.					
19. RELEVANT PROJECTS					
1) TITLE AND LOCATION (City and State)		2) YEAR COMPLETED			
<b>Westchase Community Development District (CDD) Engineering Support</b> Riverview, FL		PROFESSIONAL SERVICES Ongoing	CONSTRUCTION (if applicable) Varies		
(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE		<input checked="" type="checkbox"/> Check if project performed with current firm			
a. <b>Traffic Engineer.</b> JMT is providing engineering services to the <b>Westchase Community Development District (CDD)</b> in Tampa, Florida, on an as-needed basis to assist the community in maintaining and improving their infrastructure assets. Engineering tasks are established by the CDD Board of Supervisors and assigned to the engineer to accomplish the specific objectives. The tasks vary in size and complexity, and each has a specific scope and schedule that is coordinated through the Board and District Manager. JMT provided a signing and marking inspection and certification for the CDD.					
1) TITLE AND LOCATION (City and State)		2) YEAR COMPLETED			
<b>South Fork Community Development District (CDD) Engineering Support</b> Riverview, FL		PROFESSIONAL SERVICES Ongoing	CONSTRUCTION (if applicable) Varies		
(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE		<input checked="" type="checkbox"/> Check if project performed with current firm			
b. <b>Traffic Engineer.</b> JMT is providing engineering services to the <b>South Fork Community Development District (CDD)</b> in Riverview, Florida, on an as-needed basis to assist the community in maintaining and improving their infrastructure assets. Engineering tasks are established by the CDD Board of Supervisors and assigned to the engineer to accomplish the specific objectives. The tasks vary in size and complexity, and each has a specific scope and schedule that is coordinated through the Board and District Manager. Various tasks completed for the South Fork community include Permit Inventory and Inspection Scheduling, Pond Bank Restoration, Traffic Analyses, and Pond Maintenance Plan.					
1) TITLE AND LOCATION (City and State)		2) YEAR COMPLETED			
<b>Miscellaneous Traffic Engineering Services, Hillsborough County</b> Hillsborough County, FL		PROFESSIONAL SERVICES 2016-Ongoing	CONSTRUCTION (if applicable) N/A		
(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE		<input checked="" type="checkbox"/> Check if project performed with current firm			
c. <b>Project Manager.</b> JMT is providing studies and design for traffic safety and operations for roads and streets under Hillsborough County's Miscellaneous Traffic Engineering Services contract. Recent tasks performed throughout the County include Signal Warrant Study, Network Safety Study, Crosswalk Study, Pedestrian Crosswalk Signal Design, Temporary Traffic Control Plans, and Lighting Studies.					
1) TITLE AND LOCATION (City and State)		2) YEAR COMPLETED			
<b>Districtwide Safety Studies and Minor Design, FDOT District 7</b> Throughout District 7, FL		PROFESSIONAL SERVICES 2017-Ongoing	CONSTRUCTION (if applicable) N/A		
(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE		<input checked="" type="checkbox"/> Check if project performed with current firm			
d. <b>Project Manager.</b> JMT is providing studies and design for traffic safety projects and operational improvements under this contract. Recent tasks include Engineering Support Services, Severe Crash Location Reviews, Road Safety Audits and Safety Assessment Reports, Pasco Countywide Bicycle Safety Action Plan, Corridor Lighting Prioritization Safety Reviews & Studies, Pedestrian/Bicycle Engineering Safety Initiative, Mid-Block Crossing Studies, and Analyses for Additional Crossings at Signalized Intersections. Design tasks include Dale Mabry Highway Lighting, Signal installation at SR 574 (MLK) at 26 <sup>th</sup> Street, Hillsborough Avenue HAWK installation, and US 19 Pedestrian Improvements.					
1) TITLE AND LOCATION (City and State)		2) YEAR COMPLETED			
<b>Miscellaneous Professional Services for Transportation Development &amp; Design Engineering Services, Hillsborough County, Hillsborough County, FL</b>		PROFESSIONAL SERVICES 2017 - Ongoing	CONSTRUCTION (if applicable) N/A		
(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE		<input checked="" type="checkbox"/> Check if project performed with current firm			
e. <b>Senior Traffic Engineer.</b> JMT has been under similar contracts with Hillsborough County continuously for nearly 20 years. Recent assignments have included preliminary engineering reports, traffic studies and operational analysis, roadway resurfacing, ADA and safety reviews, intersection improvements and design, roundabout design, traffic operations design, signal installation, drainage improvements, construction inspection, and master planning for sidewalk and intersection improvement programs.					

# E. RESUMES OF KEY PERSONNEL PROPOSED FOR THIS CONTRACT

(Complete one Section E for each key person.)

<b>12. NAME</b> <b>Robin Hernandez, PE</b>	<b>13. ROLE IN THIS CONTRACT</b> <b>Senior Engineer – Transportation</b>	<b>14. YEARS EXPERIENCE</b> <table border="1"> <tr> <td>a. TOTAL</td> <td>b. WITH CURRENT FIRM</td> </tr> <tr> <td>17</td> <td>3</td> </tr> </table>		a. TOTAL	b. WITH CURRENT FIRM	17	3		
a. TOTAL	b. WITH CURRENT FIRM								
17	3								
<b>15. FIRM NAME AND LOCATION (City and State)</b> <b>Johnson, Mirmiran and Thompson, Inc. (JMT)   Tampa, FL</b>									
<b>16. EDUCATION (DEGREE AND SPECIALIZATION)</b> BSCE, Civil Engineering, University of South Florida, 2003		<b>17. CURRENT PROFESSIONAL REGISTRATION (STATE AND DISCIPLINE)</b> Professional Engineer, FL 68411							
<b>18. OTHER PROFESSIONAL QUALIFICATIONS (Publications, Organizations, Training, Awards, etc.)</b> Ms. Hernandez has over 17 years of experience in civil engineering design and project management. She has managed multiple task-based contracts and roadway improvement projects for Pinellas County, Hillsborough County, and the FDOT. Design background includes roadway and pavement design, temporary traffic control, cost estimation, ADA improvements, and roadway and traffic safety improvements. Ms. Hernandez also has experience with road safety audits and preliminary engineering and safety analysis reports.									
<b>19. RELEVANT PROJECTS</b>									
<table border="1"> <tr> <td data-bbox="180 567 974 661"> <b>1) TITLE AND LOCATION (City and State)</b>  <b>Miscellaneous Professional Services for Transportation Development &amp; Design Engineering Services, Hillsborough County, Hillsborough County, FL</b> </td> <td colspan="2" data-bbox="974 567 1459 598"> <b>(2) YEAR COMPLETED</b> </td> </tr> <tr> <td data-bbox="180 661 974 840"> <b>(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE</b>  <b>a. Contract Manager.</b> This contract is a 3-year, \$3 million agreement with the County. JMT has been under similar contracts with Hillsborough County continuously for nearly 20 years. Task work orders are issued from various sections within the Hillsborough County Public Works Department. Recent assignments have included preliminary engineering reports, traffic studies and operational analysis, roadway resurfacing, ADA and safety reviews, intersection improvements and design, roundabout design, traffic operations design, signal installation, drainage improvements, construction inspection, and master planning for sidewalk and intersection improvement programs.           </td> <td data-bbox="974 598 1209 661"> <b>PROFESSIONAL SERVICES</b>            2017 - Ongoing         </td> <td data-bbox="1209 598 1459 661"> <b>CONSTRUCTION (if applicable)</b>            N/A         </td> </tr> </table>				<b>1) TITLE AND LOCATION (City and State)</b> <b>Miscellaneous Professional Services for Transportation Development &amp; Design Engineering Services, Hillsborough County, Hillsborough County, FL</b>	<b>(2) YEAR COMPLETED</b>		<b>(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE</b> <b>a. Contract Manager.</b> This contract is a 3-year, \$3 million agreement with the County. JMT has been under similar contracts with Hillsborough County continuously for nearly 20 years. Task work orders are issued from various sections within the Hillsborough County Public Works Department. Recent assignments have included preliminary engineering reports, traffic studies and operational analysis, roadway resurfacing, ADA and safety reviews, intersection improvements and design, roundabout design, traffic operations design, signal installation, drainage improvements, construction inspection, and master planning for sidewalk and intersection improvement programs.	<b>PROFESSIONAL SERVICES</b> 2017 - Ongoing	<b>CONSTRUCTION (if applicable)</b> N/A
<b>1) TITLE AND LOCATION (City and State)</b> <b>Miscellaneous Professional Services for Transportation Development &amp; Design Engineering Services, Hillsborough County, Hillsborough County, FL</b>	<b>(2) YEAR COMPLETED</b>								
<b>(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE</b> <b>a. Contract Manager.</b> This contract is a 3-year, \$3 million agreement with the County. JMT has been under similar contracts with Hillsborough County continuously for nearly 20 years. Task work orders are issued from various sections within the Hillsborough County Public Works Department. Recent assignments have included preliminary engineering reports, traffic studies and operational analysis, roadway resurfacing, ADA and safety reviews, intersection improvements and design, roundabout design, traffic operations design, signal installation, drainage improvements, construction inspection, and master planning for sidewalk and intersection improvement programs.	<b>PROFESSIONAL SERVICES</b> 2017 - Ongoing	<b>CONSTRUCTION (if applicable)</b> N/A							
<table border="1"> <tr> <td data-bbox="180 840 974 934"> <b>1) TITLE AND LOCATION (City and State)</b>  <b>Miscellaneous Traffic Engineering Services, Hillsborough County Hillsborough County, FL</b> </td> <td colspan="2" data-bbox="974 840 1459 871"> <b>(2) YEAR COMPLETED</b> </td> </tr> <tr> <td data-bbox="180 934 974 1050"> <b>(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE</b>  <b>b. Senior Roadway Engineer.</b> JMT is providing studies and design for traffic safety and operations for roads and streets under Hillsborough County's Miscellaneous Traffic Engineering Services contract. Recent tasks performed throughout the County include Signal Warrant Study, Network Safety Study, Crosswalk Study, Pedestrian Crosswalk Signal Design, Temporary Traffic Control Plans, and Lighting Studies.           </td> <td data-bbox="974 871 1209 934"> <b>PROFESSIONAL SERVICES</b>            2016-Ongoing         </td> <td data-bbox="1209 871 1459 934"> <b>CONSTRUCTION (if applicable)</b>            N/A         </td> </tr> </table>				<b>1) TITLE AND LOCATION (City and State)</b> <b>Miscellaneous Traffic Engineering Services, Hillsborough County Hillsborough County, FL</b>	<b>(2) YEAR COMPLETED</b>		<b>(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE</b> <b>b. Senior Roadway Engineer.</b> JMT is providing studies and design for traffic safety and operations for roads and streets under Hillsborough County's Miscellaneous Traffic Engineering Services contract. Recent tasks performed throughout the County include Signal Warrant Study, Network Safety Study, Crosswalk Study, Pedestrian Crosswalk Signal Design, Temporary Traffic Control Plans, and Lighting Studies.	<b>PROFESSIONAL SERVICES</b> 2016-Ongoing	<b>CONSTRUCTION (if applicable)</b> N/A
<b>1) TITLE AND LOCATION (City and State)</b> <b>Miscellaneous Traffic Engineering Services, Hillsborough County Hillsborough County, FL</b>	<b>(2) YEAR COMPLETED</b>								
<b>(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE</b> <b>b. Senior Roadway Engineer.</b> JMT is providing studies and design for traffic safety and operations for roads and streets under Hillsborough County's Miscellaneous Traffic Engineering Services contract. Recent tasks performed throughout the County include Signal Warrant Study, Network Safety Study, Crosswalk Study, Pedestrian Crosswalk Signal Design, Temporary Traffic Control Plans, and Lighting Studies.	<b>PROFESSIONAL SERVICES</b> 2016-Ongoing	<b>CONSTRUCTION (if applicable)</b> N/A							
<table border="1"> <tr> <td data-bbox="180 1050 974 1144"> <b>1) TITLE AND LOCATION (City and State)</b>  <b>Districtwide Safety Studies and Minor Design, FDOT District 7 Throughout District 7, FL</b> </td> <td colspan="2" data-bbox="974 1050 1459 1081"> <b>(2) YEAR COMPLETED</b> </td> </tr> <tr> <td data-bbox="180 1144 974 1344"> <b>(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE</b>  <b>c. Senior Roadway Engineer.</b> JMT is providing studies and design for traffic safety projects and operational improvements under this contract. Recent tasks include Engineering Support Services, Severe Crash Location Reviews, Road Safety Audits and Safety Assessment Reports, Pasco Countywide Bicycle Safety Action Plan, Corridor Lighting Prioritization Safety Reviews &amp; Studies, Pedestrian/Bicycle Engineering Safety Initiative, Mid-Block Crossing Studies, and Analyses for Additional Crossings at Signalized Intersections. Design tasks include Dale Mabry Highway Lighting, Signal installation at SR 574 (MLK) at 26<sup>th</sup> Street, Hillsborough Avenue HAWK installation, and US 19 Pedestrian Improvements.           </td> <td data-bbox="974 1081 1209 1144"> <b>PROFESSIONAL SERVICES</b>            2017-Ongoing         </td> <td data-bbox="1209 1081 1459 1144"> <b>CONSTRUCTION (if applicable)</b>            N/A         </td> </tr> </table>				<b>1) TITLE AND LOCATION (City and State)</b> <b>Districtwide Safety Studies and Minor Design, FDOT District 7 Throughout District 7, FL</b>	<b>(2) YEAR COMPLETED</b>		<b>(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE</b> <b>c. Senior Roadway Engineer.</b> JMT is providing studies and design for traffic safety projects and operational improvements under this contract. Recent tasks include Engineering Support Services, Severe Crash Location Reviews, Road Safety Audits and Safety Assessment Reports, Pasco Countywide Bicycle Safety Action Plan, Corridor Lighting Prioritization Safety Reviews & Studies, Pedestrian/Bicycle Engineering Safety Initiative, Mid-Block Crossing Studies, and Analyses for Additional Crossings at Signalized Intersections. Design tasks include Dale Mabry Highway Lighting, Signal installation at SR 574 (MLK) at 26 <sup>th</sup> Street, Hillsborough Avenue HAWK installation, and US 19 Pedestrian Improvements.	<b>PROFESSIONAL SERVICES</b> 2017-Ongoing	<b>CONSTRUCTION (if applicable)</b> N/A
<b>1) TITLE AND LOCATION (City and State)</b> <b>Districtwide Safety Studies and Minor Design, FDOT District 7 Throughout District 7, FL</b>	<b>(2) YEAR COMPLETED</b>								
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<table border="1"> <tr> <td data-bbox="180 1344 974 1438"> <b>1) TITLE AND LOCATION (City and State)</b>  <b>CCNA Intersection Projects, Hillsborough County Hillsborough County, FL</b> </td> <td colspan="2" data-bbox="974 1344 1459 1375"> <b>(2) YEAR COMPLETED</b> </td> </tr> <tr> <td data-bbox="180 1438 974 1638"> <b>(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE</b>  <b>d. Senior Roadway Engineer.</b> JMT is providing survey; data collection; traffic operation studies; roadway, drainage, signing and pavement marking, and signalization design; environmental permitting; and post design services for this contract. The purpose of this project is to comprehensively evaluate multiple intersections within the County and document information necessary to reach a decision on the feasibility, operations, and conceptual design that will meet the goals of the Vision Statement. The six intersections are Bearss Avenue at Florida Avenue; Bearss Avenue at Zambito Road; Ehrlich Road at Hutchison Road; Himes Avenue at Idlewild Avenue; Himes Avenue at Busch Boulevard; and Himes Avenue at Waters Avenue.           </td> <td data-bbox="974 1375 1209 1438"> <b>PROFESSIONAL SERVICES</b>            2019-Ongoing         </td> <td data-bbox="1209 1375 1459 1438"> <b>CONSTRUCTION (if applicable)</b>            N/A         </td> </tr> </table>				<b>1) TITLE AND LOCATION (City and State)</b> <b>CCNA Intersection Projects, Hillsborough County Hillsborough County, FL</b>	<b>(2) YEAR COMPLETED</b>		<b>(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE</b> <b>d. Senior Roadway Engineer.</b> JMT is providing survey; data collection; traffic operation studies; roadway, drainage, signing and pavement marking, and signalization design; environmental permitting; and post design services for this contract. The purpose of this project is to comprehensively evaluate multiple intersections within the County and document information necessary to reach a decision on the feasibility, operations, and conceptual design that will meet the goals of the Vision Statement. The six intersections are Bearss Avenue at Florida Avenue; Bearss Avenue at Zambito Road; Ehrlich Road at Hutchison Road; Himes Avenue at Idlewild Avenue; Himes Avenue at Busch Boulevard; and Himes Avenue at Waters Avenue.	<b>PROFESSIONAL SERVICES</b> 2019-Ongoing	<b>CONSTRUCTION (if applicable)</b> N/A
<b>1) TITLE AND LOCATION (City and State)</b> <b>CCNA Intersection Projects, Hillsborough County Hillsborough County, FL</b>	<b>(2) YEAR COMPLETED</b>								
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<table border="1"> <tr> <td data-bbox="180 1638 974 1732"> <b>1) TITLE AND LOCATION (City and State)</b>  <b>Tampa Bay Boulevard Linear Park, City of Tampa Tampa, FL</b> </td> <td colspan="2" data-bbox="974 1638 1459 1669"> <b>(2) YEAR COMPLETED</b> </td> </tr> <tr> <td data-bbox="180 1732 974 1843"> <b>(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE</b>  <b>e. Senior Roadway Engineer.</b> JMT provided design, permitting, and construction phase services for roadway improvements and streetscape for Tampa Bay Boulevard between Lois Avenue and Dale Mabry Highway as identified in the Drew Park CRA Masterplan. This included turning the wide median into a walkable linear park by adding sidewalk, benches, lighting, and historic markers.           </td> <td data-bbox="974 1669 1209 1732"> <b>PROFESSIONAL SERVICES</b>            2017 - 2018         </td> <td data-bbox="1209 1669 1459 1732"> <b>CONSTRUCTION (if applicable)</b>            N/A         </td> </tr> </table>				<b>1) TITLE AND LOCATION (City and State)</b> <b>Tampa Bay Boulevard Linear Park, City of Tampa Tampa, FL</b>	<b>(2) YEAR COMPLETED</b>		<b>(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE</b> <b>e. Senior Roadway Engineer.</b> JMT provided design, permitting, and construction phase services for roadway improvements and streetscape for Tampa Bay Boulevard between Lois Avenue and Dale Mabry Highway as identified in the Drew Park CRA Masterplan. This included turning the wide median into a walkable linear park by adding sidewalk, benches, lighting, and historic markers.	<b>PROFESSIONAL SERVICES</b> 2017 - 2018	<b>CONSTRUCTION (if applicable)</b> N/A
<b>1) TITLE AND LOCATION (City and State)</b> <b>Tampa Bay Boulevard Linear Park, City of Tampa Tampa, FL</b>	<b>(2) YEAR COMPLETED</b>								
<b>(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE</b> <b>e. Senior Roadway Engineer.</b> JMT provided design, permitting, and construction phase services for roadway improvements and streetscape for Tampa Bay Boulevard between Lois Avenue and Dale Mabry Highway as identified in the Drew Park CRA Masterplan. This included turning the wide median into a walkable linear park by adding sidewalk, benches, lighting, and historic markers.	<b>PROFESSIONAL SERVICES</b> 2017 - 2018	<b>CONSTRUCTION (if applicable)</b> N/A							

E. RESUMES OF KEY PERSONNEL PROPOSED FOR THIS CONTRACT <i>(Complete one Section E for each key person.)</i>			
12. NAME <b>Rick Neidert</b>		13. ROLE IN THIS CONTRACT <b>Senior Inspector – Water Resources</b>	
		14. YEARS EXPERIENCE	
		a. TOTAL <b>27</b>	b. WITH CURRENT FIRM <b>13</b>
15. FIRM NAME AND LOCATION <i>(City and State)</i> <b>Johnson, Mirmiran and Thompson, Inc. (JMT)   Tampa, FL</b>			
16. EDUCATION <i>(DEGREE AND SPECIALIZATION)</i> <b>N/A</b>		17. CURRENT PROFESSIONAL REGISTRATION <i>(STATE AND DISCIPLINE)</i> <b>N/A</b>	
18. OTHER PROFESSIONAL QUALIFICATIONS <i>(Publications, Organizations, Training, Awards, etc.)</i> Mr. Neidert is responsible for performing inspections on a variety of stormwater management facilities throughout southwest Florida for as-builts and recertification compliance. He also participates in advisory committee and association meetings to keep abreast of water management, environment surface water, and water use current and future issues and concerns. He has also performed inspections and surveys on numerous projects throughout southwest Florida.			
19. RELEVANT PROJECTS			
1) TITLE AND LOCATION <i>(City and State)</i>		2) YEAR COMPLETED	
<b>South Fork Community Development District (CDD) Engineering Support</b> Riverview, FL		PROFESSIONAL SERVICES Ongoing	CONSTRUCTION <i>(if applicable)</i> Varies
(3) BRIEF DESCRIPTION <i>(Brief scope, size, cost, etc.)</i> AND SPECIFIC ROLE		<input checked="" type="checkbox"/> Check if project performed with current firm	
a. <b>Inspector.</b> JMT is providing engineering services to the <b>South Fork Community Development District (CDD)</b> in Riverview, Florida, on an as-needed basis to assist the community in maintaining and improving their infrastructure assets. Engineering tasks are established by the CDD Board of Supervisors and assigned to the engineer to accomplish the specific objectives. The tasks vary in size and complexity, and each has a specific scope and schedule that is coordinated through the Board and District Manager. Various tasks completed for the South Fork community include Permit Inventory and Inspection Scheduling, Pond Bank Restoration, Traffic Analyses, and Pond Maintenance Plan.			
1) TITLE AND LOCATION <i>(City and State)</i>		2) YEAR COMPLETED	
<b>Heritage Springs Community Development District Engineering Support</b> Pasco County, FL		PROFESSIONAL SERVICES Ongoing	CONSTRUCTION <i>(if applicable)</i> 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. <b>Inspector.</b> Pond Inspections and Report Writing – JMT team conducts inspections and writes reports as part of a professional engineering services as-needed basis assignment. There are 39 water management facilities located in the HSCDD that require inspection and certification of compliance for SWFWMD. JMT was tasked to research the files at SWFWMD to establish a list of facilities and to prioritize the need for inspection and certification. Currently, JMT is conducting several inspections per quarter year to maintain a satisfactory schedule with SWFWMD.			
1) TITLE AND LOCATION <i>(City and State)</i>		2) YEAR COMPLETED	
<b>Lexington Oaks Community Development District Engineering Support</b> Pasco County, FL		PROFESSIONAL SERVICES Ongoing	CONSTRUCTION <i>(if applicable)</i> Varies
(3) BRIEF DESCRIPTION <i>(Brief scope, size, cost, etc.)</i> AND SPECIFIC ROLE		<input checked="" type="checkbox"/> Check if project performed with current firm	
c. <b>Inspector.</b> JMT provided engineering services on a work order basis to serve as District Engineer for the Lexington Oaks CDD. The District is an approximately 800-acre master planned golf course development consisting of over 500 residential units and commercial buildings. Work orders included addressing pond erosion problems and sinkhole concerns, analysis of parking lot flooding, negotiations with the county for safety improvements to roadways, and assistance in repair for walls.			
1) TITLE AND LOCATION <i>(City and State)</i>		2) YEAR COMPLETED	
<b>Fishhawk Ranch Community Development District Engineering Support</b> Hillsborough County, FL		PROFESSIONAL SERVICES Ongoing	CONSTRUCTION <i>(if applicable)</i> Varies
(3) BRIEF DESCRIPTION <i>(Brief scope, size, cost, etc.)</i> AND SPECIFIC ROLE		<input checked="" type="checkbox"/> Check if project performed with current firm	
d. <b>Inspector.</b> JMT provides engineering services to the Fishhawk Ranch CDD on an as-needed basis to assist the community in maintaining and improving their infrastructure assets. Various tasks completed for the Fishhawk Ranch community include: <b>Permit Inventory and Inspection Scheduling</b> —This task required research of SWFWMD permit documents archived at the central Brooksville office of SWFWMD. A map and spreadsheet were developed to indicate the numerous permits, where the ponds were located within the community, when the pond inspections were to be completed, and the parcel number for Hillsborough County. <b>Engineer Transition</b> —This task required coordination with the past EOR for the community to retain and update all documents during a transition and merger of 3 CDDs including maintenance and inventory data and maps, clubhouse equipment inventory, and past CDD owned improvement project data.			

E. RESUMES OF KEY PERSONNEL PROPOSED FOR THIS CONTRACT (Complete one Section E for each key person.)			
12. NAME <b>Danny Polk, PLS</b>		13. ROLE IN THIS CONTRACT <b>Senior Surveyor</b>	
		14. YEARS EXPERIENCE	
		a. TOTAL <b>49</b>	b. WITH CURRENT FIRM <b>15</b>
15. FIRM NAME AND LOCATION (City and State) <b>Johnson, Mirmiran and Thompson, Inc. (JMT)   Tampa, FL</b>			
16. EDUCATION (DEGREE AND SPECIALIZATION) Coursework at Tennessee Technical University		17. CURRENT PROFESSIONAL REGISTRATION (STATE AND DISCIPLINE) Florida Professional Surveyor #3317	
18. OTHER PROFESSIONAL QUALIFICATIONS (Publications, Organizations, Training, Awards, etc.) Mr. Polk has 49 years of progressive experience in all aspects of surveying and related areas throughout the west coast of Florida. Mr. Polk's experience is all-inclusive, from design and boundary surveys to right-of-way mapping and project management. He serves as Survey Manager at JMT, with responsibility for field and office production. Mr. Polk is a registered professional land surveyor in the State of Florida.			
19. RELEVANT PROJECTS			
1) TITLE AND LOCATION (City and State)		2) YEAR COMPLETED	
a. <b>Plat Reviews, Hillsborough County</b> Hillsborough 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> Reviewed record plats for compliance with Hillsborough County standards.		<input checked="" type="checkbox"/> Check if project performed with current firm	
1) TITLE AND LOCATION (City and State)		2) YEAR COMPLETED	
b. <b>Plat Reviews, City of Tampa</b> Tampa, FL		PROFESSIONAL SERVICES Ongoing	CONSTRUCTION (if applicable) N/A
(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE <b>Survey Manager.</b> JMT was responsible for review of record plats for compliance with City of Tampa standards and Florida Statute Chapter 177. JMT has performed plat reviews for the City for the past five years. Mr. Polk has been responsible for QA/QC of the the standards set forth by the City and the state of Florida. His reviews are detailed in nature and comments are easily understood and addressed by the submitting firm's surveyor.		<input checked="" type="checkbox"/> Check if project performed with current firm	
1) TITLE AND LOCATION (City and State)		2) YEAR COMPLETED	
c. <b>Tampa Augmentation Project</b> Tampa, FL		PROFESSIONAL SERVICES Ongoing	CONSTRUCTION (if applicable) N/A
(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE <b>Senior Surveyor.</b> JMT established horizontal and vertical controls for the design of a site in Flatwoods Park to test and see if the area could be used to recharge groundwater using wastewater from the City of Tampa sewage treatment plant. JMT located and evaluated the production wells, piezometers, and staff gauges in both rapid infiltration basin (RIB) areas.		<input checked="" type="checkbox"/> Check if project performed with current firm	
1) TITLE AND LOCATION (City and State)		2) YEAR COMPLETED	
d. <b>Westshore Boulevard from Cleveland Street to Spruce Street</b> Tampa, FL		PROFESSIONAL SERVICES 2019-Ongoing	CONSTRUCTION (if applicable) N/A
(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE <b>Project Surveyor.</b> JMT established a secondary control network along the corridor. Field crews performed reconnaissance and location of boundary and right-of way corners, subdivision block corners, parcel boundaries and existing right-of-way shown on FDOT control surveys. Mr. Polk was in charge of reestablishing the existing right-of-way from the research and field information collected. Existing right-of-way maps for the corridor were prepared.		<input checked="" type="checkbox"/> Check if project performed with current firm	
1) TITLE AND LOCATION (City and State)		2) YEAR COMPLETED	
e. <b>Central Avenue at Osborne Avenue, Traffic Signal Design</b> Tampa, FL		PROFESSIONAL SERVICES 2015-Ongoing	CONSTRUCTION (if applicable) N/A
(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE <b>Survey Manager.</b> JMT is providing professional engineering and surveying services for the City of Tampa to upgrade/replace the existing traffic signal at the intersection of Central Avenue and Osborne Avenue in Tampa, Florida. The project will include providing sidewalk and crosswalk improvements necessary to accommodate ADA criteria at the intersection.		<input checked="" type="checkbox"/> Check if project performed with current firm	
1) TITLE AND LOCATION (City and State)		2) YEAR COMPLETED	
f. <b>Miscellaneous Professional Services for Transportation Development &amp; Design Engineering Services, Hillsborough County, Hillsborough County, FL</b>		PROFESSIONAL SERVICES 2017 - Ongoing	CONSTRUCTION (if applicable) N/A
(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE <b>Survey Manager.</b> This contract is a 3-year, \$3 million agreement with the County. JMT has been under similar contracts with Hillsborough County continuously for nearly 20 years. Task work orders are issued from various sections within the Hillsborough County Public Works Department. Mr. Polk performed horizontal and vertical controls, right-of-way, and design surveys on the following projects: Lula Road resurfacing from Beach Avenue to U.S. 41; Boyette Road Resurfacing from Rhodine Road to Lithia Pinecrest Road; Lithia Springs Road resurfacing from Park Entrance to Lithia Pinecrest Road; and Bay to Bay Boulevard from Dale Mabry Highway to Bayshore Boulevard.		<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>David Puigdomenech, PSM</b>		13. ROLE IN THIS CONTRACT <b>Senior Surveyor</b>		14. YEARS EXPERIENCE	
				a. TOTAL <b>33</b>	b. WITH CURRENT FIRM <b>15</b>
15. FIRM NAME AND LOCATION (City and State) <b>Johnson, Mirmiran and Thompson, Inc. (JMT)   Tampa, FL</b>					
16. EDUCATION (DEGREE AND SPECIALIZATION) AA, Engineering, Hillsborough Community College, 1988 BS, Business Management, University of Phoenix, 2004				17. CURRENT PROFESSIONAL REGISTRATION (STATE AND DISCIPLINE) Florida Professional Surveyor & Mapper - 6031	
18. OTHER PROFESSIONAL QUALIFICATIONS (Publications, Organizations, Training, Awards, etc.) Mr. Puigdomenech has 33 years of progressive experience in all aspects of surveying and related areas throughout the west coast of Florida. Mr. Puigdomenech's experience is all-inclusive, from design and boundary surveys to right-of-way mapping and project management. In addition to serving as project surveyor, he also supervises JMT's survey crews.					
19. RELEVANT PROJECTS					
1) TITLE AND LOCATION (City and State)		2) YEAR COMPLETED			
<b>South Fork Community Development District (CDD) Engineering Support</b> Riverview, FL		PROFESSIONAL SERVICES Ongoing	CONSTRUCTION (if applicable) Varies		
(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE		<input checked="" type="checkbox"/> Check if project performed with current firm			
a. <b>Senior Surveyor.</b> JMT is providing engineering services to the <b>South Fork CDD</b> in Riverview, Florida, on an as-needed basis to assist the community in maintaining and improving their infrastructure assets. Engineering tasks are established by the CDD Board of Supervisors and assigned to the engineer to accomplish the specific objectives. Various tasks completed for the South Fork community include Permit Inventory and Inspection Scheduling, Pond Bank Restoration, Traffic Analyses, and Pond Maintenance Plan. Survey tasks have included projects for pond maintenance and bank restoration as well as general engineering design projects.					
1) TITLE AND LOCATION (City and State)		2) YEAR COMPLETED			
<b>Oak Creek Community Development District Engineering Support</b> Hillsborough County, FL		PROFESSIONAL SERVICES Ongoing	CONSTRUCTION (if applicable) Varies		
(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE		<input checked="" type="checkbox"/> Check if project performed with current firm			
b. <b>Senior Surveyor.</b> JMT provides engineering services to the <b>Oak Creek CDD</b> in <b>Wesley Chapel</b> on an as-needed basis to assist the community in maintaining and improving their infrastructure assets. Engineering tasks are established by the CDD Board of Supervisors and assigned to the engineer to accomplish the specific objectives. Various tasks completed for the Oak Creek community include: <b>Basketball Court</b> —JMT prepared plans to construct a basketball court to add to the existing amenities in the vicinity of the clubhouse pool. JMT oversaw contractor bidding and construction phase services. <b>Trail Boardwalks</b> —JMT prepared plans to construct a pedestrian boardwalk in two locations within the community to connect existing trails through wetlands and over creeks to provide residents with access to the natural uplands to utilize as a picnic or walking trail amenity. Survey tasks have included topographic design surveys for miscellaneous community improvements.					
1) TITLE AND LOCATION (City and State)		2) YEAR COMPLETED			
<b>Lexington Oaks Community Development District Engineering Support</b> Pasco County, FL		PROFESSIONAL SERVICES Ongoing	CONSTRUCTION (if applicable) Varies		
(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE		<input checked="" type="checkbox"/> Check if project performed with current firm			
c. <b>Senior Surveyor.</b> JMT provided engineering services on a work order basis to serve as District Engineer for the <b>Lexington Oaks CDD</b> . The District is an approximately 800-acre master planned golf course development consisting of over 500 residential units and commercial buildings. Work orders included addressing pond erosion problems and sinkhole concerns, analysis of parking lot flooding, negotiations with the county for safety improvements to roadways, and assistance in repair for walls. Survey tasks have included projects for pond maintenance and drainage repair as well as topographic design surveys for miscellaneous community improvements.					
1) TITLE AND LOCATION (City and State)		2) YEAR COMPLETED			
<b>Westchase Community Development District (CDD) Engineering Support</b> Riverview, FL		PROFESSIONAL SERVICES Ongoing	CONSTRUCTION (if applicable) Varies		
(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE		<input checked="" type="checkbox"/> Check if project performed with current firm			
d. <b>Senior Surveyor.</b> JMT is providing engineering services to the <b>Westchase CDD</b> in Tampa, Florida, on an as-needed basis to assist the community in maintaining and improving their infrastructure assets. The tasks vary in size and complexity, and each has a specific scope and schedule that is coordinated through the Board and District Manager. Survey tasks have included topographic design surveys for drainage improvements and boundary surveys for community parcels.					
1) TITLE AND LOCATION (City and State)		2) YEAR COMPLETED			
<b>The Woodlands Community Development District (CDD) Engineering Support</b> , North Port, FL		PROFESSIONAL SERVICES Ongoing	CONSTRUCTION (if applicable) Varies		
(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE		<input checked="" type="checkbox"/> Check if project performed with current firm			
e. <b>Senior Surveyor.</b> JMT is providing engineering services to <b>The Woodlands Community Development District (CDD)</b> in North Port, Florida, on an as-needed basis to assist the community in maintaining and improving their infrastructure assets. Survey tasks have included projects for pond maintenance and bank restoration as well as general engineering design projects.					

<b>F. EXAMPLE PROJECTS WHICH BEST ILLUSTRATE PROPOSED TEAM'S QUALIFICATIONS FOR THIS CONTRACT</b> <i>(Present as many projects as requested by the agency, or 10 projects, if not specified. Complete one Section F for each project.)</i>	<b>20. EXAMPLE PROJECT KEY NUMBER</b> <b>1</b>
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<b>21. TITLE AND LOCATION (City and State)</b> <b>Harbour Isles Community Development District (CDD)</b> <b>Hillsborough County, FL</b>	<b>22. YEAR COMPLETED</b> <table border="1"> <tr> <td data-bbox="917 273 1161 331">PROFESSIONAL SERVICES Ongoing</td><td data-bbox="1161 273 1458 331">CONSTRUCTION (if applicable) Varies</td></tr> </table>	PROFESSIONAL SERVICES Ongoing	CONSTRUCTION (if applicable) Varies
PROFESSIONAL SERVICES Ongoing	CONSTRUCTION (if applicable) Varies		

<b>23. PROJECT OWNER'S INFORMATION</b>		
<b>a. PROJECT OWNER</b> Rizzetta & Company, Inc.	<b>b. POINT OF CONTACT NAME</b> Grant Phillips	<b>c. POINT OF CONTACT TELEPHONE NUMBER</b> (813) 933-5571

JMT provides engineering services to the **Harbour Isles Community Development District (CDD)** on an as-needed basis to assist the community in maintaining and improving its infrastructure assets.

Engineering tasks are established by the CDD Board of Supervisors and assigned to the engineer to accomplish the specific objectives. The tasks vary in size and complexity and each has a specific scope and schedule which is coordinated through the Board and District Manager.

Various tasks completed for the Harbour Isles community include:

- **Permit Inventory and Inspection Scheduling** – This task required research of SWFWMD permit documents archived at the central Brooksville office of SWFWMD. A map and spreadsheet were developed to indicate the numerous permits, where the ponds were located within the community when the pond inspections were to be completed, and the parcel number for Hillsborough County.
- **New Fitness Center** – JMT recently completed the site design and permitting for a new fitness center adjacent to the existing clubhouse. Permits were obtained from Hillsborough County and the Southwest Water Management District. We prepared the contract documents, including general conditions, assisted in the bid phase, and provided construction phase services as well. *(Construction budget: \$119,000)*
- **Night Swimming Assessment** – JMT performed light readings and made lighting recommendations with respect to the availability of the community swimming pool during dark hours.
- **Traffic Analyses** – JMT has reviewed the Signal Warrant Study provided by the Florida Department of Transportation for the intersection of US 41/SR 45 at Spindle Shell Way. Discussion with FDOT and the neighboring development are underway.
- **Miscellaneous Assistance** – JMT provides miscellaneous assistance regarding CDD assets, such as:
  - ✓ Reclaimed water assessment and construction
  - ✓ Pool paver subsidence
  - ✓ Nuisance flooding around landscaped areas and pool area
  - ✓ Utility valve subsidence
  - ✓ Monitoring progress of County's plans to extend reclaimed water to the development within the next two years
  - ✓ Decorative lighting assistance

<b>25. FIRMS FROM SECTION C INVOLVED WITH THIS PROJECT</b>		
<b>a. (1) FIRM NAME</b> Johnson, Mirmiran and Thompson, Inc. (JMT)	<b>(2) FIRM LOCATION (City and State)</b> Tampa, FL	<b>(3) ROLE</b> Engineering, Survey



<b>F. EXAMPLE PROJECTS WHICH BEST ILLUSTRATE PROPOSED TEAM'S QUALIFICATIONS FOR THIS CONTRACT</b> <i>(Present as many projects as requested by the agency, or 10 projects; if not specified, Complete one Section F for each project.)</i>		<b>20. EXAMPLE PROJECT KEY NUMBER</b> <b>2</b>
<b>21. TITLE AND LOCATION (City and State)</b> <b>Diamond Hill Community Development District (CDD)</b> <b>Hillsborough County, FL</b>		<b>22. YEAR COMPLETED</b> PROFESSIONAL SERVICES: Ongoing CONSTRUCTION (If applicable): Varies
<b>23. PROJECT OWNER'S INFORMATION</b>		
<b>a. PROJECT OWNER</b> Rizzetta & Company, Inc.	<b>b. POINT OF CONTACT NAME</b> Greg Cox	<b>c. POINT OF CONTACT TELEPHONE NUMBER</b> (813) 933-5571

JMT provides engineering services to the **Diamond Hill Community Development District (CDD)** in **Valrico** on an as-needed basis to assist the community in maintaining and improving their infrastructure assets.

Engineering tasks are established by the CDD Board of Supervisors and assigned to the engineer to accomplish the specific objectives. The tasks vary in size and complexity, and each has a specific scope and schedule that is coordinated through the Board and District Manager.

Various tasks completed for the Diamond Hill community include:

- **Brilliant Cut Way Drainage Improvements** – JMT performed survey, design, permitting, and construction administration for drainage improvement to alleviate nuisance yard flooding adjacent to CDD ponds and residential properties. *(Construction budget: \$20,000)*
- **Permit Inventory and Inspection Scheduling** – This task required research of SWFWMD permit documents archived at the central Brooksville office of SWFWMD. A map and spreadsheet were developed to indicate the numerous permits, where the ponds were located within the community when the pond inspections were to be completed, and the parcel number for Hillsborough County.
- **Pond Repairs** - JMT reviewed the stormwater detention pond conditions and performance. Specific concerns were recent repairs to drainage structures and inflow pipe foundations. Data collection and permit evaluation and research, as well as hydraulic and hydrologic calculations, were specific tasks. The final deliverable was a report addressing probable improvements and cost estimates for Phase I. Phase II consisted of developing construction documents for competitive bid. The design improvements consisted of an energy dissipating structure with sand cement armoring and regrading around the pond bottoms and side slopes.



- **Pond Inspections** – JMT reviewed all the permits for the development's 23 ponds and developed an inspection schedule to comply with SWFWMD requirements. JMT performs the necessary pond inspections.

25. FIRMS FROM SECTION C INVOLVED WITH THIS PROJECT		
a.	(1) FIRM NAME Johnson, Mirmiran and Thompson, Inc. (JMT)	(2) FIRM LOCATION (City and State) Tampa, FL
		(3) ROLE Engineering, Survey

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 <b>3</b>
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21. TITLE AND LOCATION (City and State) <b>Heritage Springs Community Development District (CDD) Wesley Chapel, FL</b>	22. YEAR COMPLETED PROFESSIONAL SERVICES <b>Ongoing</b>	CONSTRUCTION (If applicable) <b>Varies</b>
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#### 23. PROJECT OWNER'S INFORMATION

a. PROJECT OWNER <b>INFRAMARK</b>	b. POINT OF CONTACT NAME <b>Andrew Mendenhall</b>	c. POINT OF CONTACT TELEPHONE NUMBER <b>(813) 991-1116</b>
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JMT provides engineering services to the **Heritage Springs Community Development District (CDD)** in **Trinity** on an as-needed basis to assist the community in maintaining and improving its infrastructure assets.

Engineering tasks are established by the CDD Board of Supervisors and assigned to the engineer to accomplish the specific objectives. The tasks vary in size and complexity, and each has a specific scope and schedule that is coordinated through the Board and District Manager.



Various tasks completed for the Heritage Springs community include:

- **Hole #17 Drainage Improvement Project** – This project involved the design for the regrading of an area of the golf course which had been filled, partially blocking the free flow of water over a 250-foot weir. This design was a compromise between the need to move the water during flood conditions and the need for a dry landing area for golfers. Rip-rap will be used to stabilize areas within the high flow zones along with a stone-filled Geoweb containment system. *(Construction budget: \$35,000)*
- **Pond Inspections and Report Writing** – The JMT team conducts inspections and writes reports as part of a professional engineering services as-needed basis assignment. There are 39 water management facilities located in the CDD that require inspection and certification of compliance for SWFWMD. JMT was tasked to research the files at SWFWMD to establish a list of facilities and to prioritize the need for inspection and certification. Currently, JMT is conducting several inspections per quarter year to maintain a satisfactory schedule with SWFWMD.
- **Warrington Way Drainage Project** – This project was comprised of a bypass drainage system to capture and route water away from the Warrington Way storm sewer system to alleviate flooding problems. Warrington Way has historically flooded due to elevations in the roadway which are too low, allowing standing water when the flood stage in the adjacent wetlands reaches its peak. The drainage project allows for another outfall to the wetland thus reducing flooding in Warrington Way. This project required JMT to update the Master Drainage Analysis for the development and to provide a hydrologic and hydraulic modeling analysis demonstrating that the proposed project would not adversely impact downstream properties. A modification to the approved ERP was obtained from the Southwest Florida Water Management District. JMT also provided construction management services and handled everything from bidding to construction observation to final close-out. *(Construction budget: \$150,000)*
- **Pond Repairs** – This task included ongoing inspection of the ponds and developing plans for specific repairs. These repairs included numerous bank erosions, erosion along the edges of gabions, weir repairs, and flume repairs. JMT also assisted in the project to clear around structures in wetlands to provide for a free flow of water out of the development.
- **Grass Carp Research** – JMT completed a synthesis of research literature regarding the use of grass carp to control nuisance vegetation in stormwater detention ponds. A report with recommendations was presented to the Board.

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

a.	(1) FIRM NAME	(2) FIRM LOCATION (City and State)	(3) ROLE
	<b>Johnson, Mirmiran and Thompson, Inc. (JMT)</b>	<b>Tampa, FL</b>	<b>Engineering, Survey</b>

<b>F. EXAMPLE PROJECTS WHICH BEST ILLUSTRATE PROPOSED TEAM'S QUALIFICATIONS FOR THIS CONTRACT</b> <i>(Present as many projects as requested by the agency, or 10 projects, if not specified. Complete one Section F for each project.)</i>		<b>20. EXAMPLE PROJECT KEY NUMBER</b> 4
<b>21. TITLE AND LOCATION (City and State)</b> <b>Lexington Oaks Community Development District (CDD)</b> <b>Wesley Chapel, FL</b>		<b>22. YEAR COMPLETED</b> PROFESSIONAL SERVICES: Ongoing CONSTRUCTION (if applicable): Varies
<b>23. PROJECT OWNER'S INFORMATION</b>		
<b>a. PROJECT OWNER</b> INFRAMARK	<b>b. POINT OF CONTACT NAME</b> Bob Nanni	<b>c. POINT OF CONTACT TELEPHONE NUMBER</b> (813) 991-1116

JMT provides engineering services to the **Lexington Oaks Community Development District (CDD)** in **Wesley Chapel** on an as-needed basis to assist the community in maintaining and improving their infrastructure assets.

Engineering tasks are established by the CDD Board of Supervisors and assigned to the engineer to accomplish the specific objectives. The tasks vary in size and complexity, and each has a specific scope and schedule that is coordinated through the Board and District Manager.

Various tasks completed for the Lexington Oaks community include:

- **Pond Bank Restoration** – JMT performed surveying, design and construction administration tasks for the reconstruction and restoration of the pond banks on numerous stormwater management ponds within the community. The objective of the project was to restore the eroded banks to the permitted side slopes and repair drainage structures required for safety and functionality. *(Construction performed to-date: \$450,000)*
- **Permit Inventory and Inspection Scheduling** – This task required research of SWFWMD permit documents archived at the central Brooksville office of SWFWMD. A map and spreadsheet were developed to indicate the numerous permits, where the ponds were located within the community, when the pond inspections were to be completed, and the parcel number for Pasco County.
- **Pond Maintenance Plan** – The objective of this task was to determine the extent of repair needed for each pond, establish an estimated cost, and prioritize each pond based on the functional performance requirements. Inspections were performed for each pond site noting any issue that would require maintenance or repair. Numerous ponds had erosion on the side slopes and several had control structures that were not functioning as designed due to skimmer settlement or foundation/embankment erosion. A report was prepared and presented to the CDD Board for additional action and as a planning tool to eventually address all the ponds.
- **Amenities Center Drainage Improvements** – JMT performed survey and design to alleviate extensive flooding that kept residents from utilizing playcourts and fields as well as prohibiting maintenance. *(Construction budget: \$40,000)*
- **ADA Facility Compliance** – JMT developed a list of needed facility improvements to bring the CDD into compliance with ADA requirements. We have developed plans for the first set of new sidewalks, which will be constructed in the next few months.
- **Reserve Study** – JMT has prepared two updates to the CDD's Reserve Study.
- **Court Resurfacing** – JMT prepared plans for the resurfacing of two tennis courts and one basketball court. *(Construction budget: \$15,000)*
- **Pool Heating Analysis** – JMT prepared a comparative analysis of heating the District's pool using natural gas or propane.



25. FIRMS FROM SECTION C INVOLVED WITH THIS PROJECT		
a.	(1) FIRM NAME	(2) FIRM LOCATION (City and State)
	Johnson, Mirmiran and Thompson, Inc. (JMT)	Tampa, FL
		(3) ROLE
		Engineering, Survey



F. EXAMPLE PROJECTS WHICH BEST ILLUSTRATE PROPOSED TEAM'S QUALIFICATIONS FOR THIS CONTRACT <i>(Present as many projects as requested by the agency, or 10 projects, if not specified. Complete one Section F for each project.)</i>		20. EXAMPLE PROJECT KEY NUMBER 5
21. TITLE AND LOCATION (City and State) <b>South Fork Community Development District (CDD) Riverview, FL</b>		22. YEAR COMPLETED PROFESSIONAL SERVICES: Ongoing CONSTRUCTION (If applicable): Varies
23. PROJECT OWNER'S INFORMATION		
a. PROJECT OWNER INFRAMARK	b. POINT OF CONTACT NAME Mark Vega	c. POINT OF CONTACT TELEPHONE NUMBER (813) 991-1116

JMT provides engineering services to the **South Fork Community Development District (CDD)** in **Riverview** on an as-needed basis to assist the community in maintaining and improving their infrastructure assets.

Engineering tasks are established by the CDD Board of Supervisors and assigned to the engineer to accomplish the specific objectives. The tasks vary in size and complexity, and each has a specific scope and schedule that is coordinated through the Board and District Manager.



Various tasks completed for the South Fork community include:

- **Permit Inventory and Inspection Scheduling** – This task required research of SWFWMD permit documents archived at the central Brooksville office of SWFWMD. A map and spreadsheet were developed to indicate the numerous permits, where the ponds were located within the community when the pond inspections were to be completed, and the parcel number for Hillsborough County.
- **Pond Bank Restoration** – JMT performed surveying, design, and construction administration tasks for the reconstruction and restoration of the pond banks on three stormwater management ponds within the community. The objective of the project was to restore the eroded banks to the permitted side slopes and repair drainage structures required for safety and functionality. *(Construction budget: \$209,000)*
- **Traffic Analyses** – JMT has reviewed the Signal Warrant Study provided by the Florida Department of Transportation for the intersection of Ambleside Boulevard at US 301. JMT provided updated traffic counts to determine if the recent development in the area had increased traffic volumes to the point of warranting a signal at this location.
- **Pond Maintenance Plan** – The objective of this task was to determine the extent of repair needed for specific ponds, establish an estimated cost, and prioritize the immediate needs for each pond based on the functional performance requirements. Inspections were performed for each pond site noting any issue requiring maintenance or repair. Numerous ponds had erosion on the side slopes, and several had drainage structures that were not functioning as designed due to becoming dislodged from embankment erosion. A report was prepared and presented to the CDD Board for alternative measures to address the pond issues and RFP packages were prepared for bidding purposes.



Photo credit: James Griffin and Griffin Brothers Civil Construction

25. FIRMS FROM SECTION C INVOLVED WITH THIS PROJECT		
a. (1) FIRM NAME Johnson, Mirmiran and Thompson, Inc. (JMT)	(2) FIRM LOCATION (City and State) Tampa, FL	(3) ROLE Engineering

F. EXAMPLE PROJECTS WHICH BEST ILLUSTRATE PROPOSED TEAM'S QUALIFICATIONS FOR THIS CONTRACT <i>(Present as many projects as requested by the agency, or 10 projects, if not specified. Complete one Section F for each project.)</i>		20. EXAMPLE PROJECT KEY NUMBER 6
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21. TITLE AND LOCATION (City and State) <b>Oak Creek Community Development District (CDD)</b> <b>Pasco County, FL</b>	22. YEAR COMPLETED PROFESSIONAL SERVICES: Ongoing CONSTRUCTION (if applicable): Varies
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23. PROJECT OWNER'S INFORMATION

a. PROJECT OWNER INFRAMARK	b. POINT OF CONTACT NAME Mark Vega	c. POINT OF CONTACT TELEPHONE NUMBER (813) 991-1116, 104
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JMT provides engineering services to the **Oak Creek Community Development District (CDD)** in **Wesley Chapel** on an as-needed basis to assist the community in maintaining and improving its infrastructure assets.

Engineering tasks are established by the CDD Board of Supervisors and assigned to the engineer to accomplish the specific objectives. The tasks vary in size and complexity, and each has a specific scope and schedule that is coordinated through the Board and District Manager.

Various tasks completed for the Oak Creek community include:

- Permit Inventory and Inspection Scheduling** – This task required research of SWFWMD permit documents archived at the central Brooksville office of SWFWMD. A map and spreadsheet were developed to indicate the numerous permits, where the ponds were located within the community when the pond inspections were to be completed, and the parcel number for Pasco County.
- Basketball Court** – JMT performed survey, design, permitting, and construction administration for a basketball court adjacent to their clubhouse pool. The court will also be striped for a dual-use for two pickleball courts. *(Construction budget: \$36,000)*
- Trail Boardwalks** – JMT performed survey, design, permitting, and construction administration for a pedestrian boardwalk in two locations within the community to connect existing trails through wetlands and over creeks to provide residents with safe access to the natural uplands to utilize as a picnic or walking trail amenity. *(Construction budget: \$63,000)*
- Playground Expansion** – JMT performed survey, design, and permitting to expand the existing playground to accommodate a new swing set area for toddlers while maintaining safe ADA access.



25. FIRMS FROM SECTION C INVOLVED WITH THIS PROJECT

a.	(1) FIRM NAME	(2) FIRM LOCATION (City and State)	(3) ROLE
	Johnson, Mirmiran and Thompson, Inc. (JMT)	Tampa, FL	Engineering, Survey

F. EXAMPLE PROJECTS WHICH BEST ILLUSTRATE PROPOSED TEAM'S QUALIFICATIONS FOR THIS CONTRACT <i>(Present as many projects as requested by the agency, or 10 projects, if not specified. Complete one Section F for each project.)</i>		20. EXAMPLE PROJECT KEY NUMBER 7
21. TITLE AND LOCATION (City and State) <b>Fishhawk Ranch Community Development District (CDD)</b> <b>Lithia, Hillsborough County, FL</b>		22. YEAR COMPLETED PROFESSIONAL SERVICES: Ongoing CONSTRUCTION (If applicable): Varies

23. PROJECT OWNER'S INFORMATION		
a. PROJECT OWNER Rizzetta & Company, Inc.	b. POINT OF CONTACT NAME Eric Dailey	c. POINT OF CONTACT TELEPHONE NUMBER (813) 514-0400, 0535

JMT provides engineering services to the **Fishhawk Ranch Community Development District (CDD)** in **Lithia** on an as-needed basis to assist the community in maintaining and improving its infrastructure assets.

Engineering tasks are established by the CDD Board of Supervisors and assigned to the engineer to accomplish the specific objectives. The tasks vary in size and complexity, and each has a specific scope and schedule that is coordinated through the Board and District Manager.

Various tasks completed for the Fishhawk Ranch community include:

- **Permit Inventory and Inspection Scheduling** – This task required research of SWFWMD permit documents archived at the central Brooksville office of SWFWMD. A map and spreadsheet were developed to indicate the numerous permits, where the ponds were located within the community when the pond inspections were to be completed, and the parcel number for Hillsborough County.
- **Engineer Transition** – This task required coordination with the past EOR for the community to retain and update all documents during a transition and merger of 3 CDDs including maintenance and inventory data and maps, clubhouse equipment inventory, and past CDD owned improvement project data.

25. FIRMS FROM SECTION C INVOLVED WITH THIS PROJECT			
a.	(1) FIRM NAME Johnson, Mirmiran and Thompson, Inc. (JMT)	(2) FIRM LOCATION (City and State) Tampa, FL	(3) ROLE Engineering, Survey



F. EXAMPLE PROJECTS WHICH BEST ILLUSTRATE PROPOSED TEAM'S QUALIFICATIONS FOR THIS CONTRACT <i>(Present as many projects as requested by the agency, or 10 projects, if not specified. Complete one Section F for each project.)</i>	20. EXAMPLE PROJECT KEY NUMBER: 8
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21. TITLE AND LOCATION (City and State) <b>Mira Lago West Community Development District (CDD)</b> <b>Ruskin, Hillsborough County, FL</b>	22. YEAR COMPLETED <table border="1"> <tr> <td>PROFESSIONAL SERVICES Ongoing</td><td>CONSTRUCTION (if applicable) Varies</td></tr> </table>	PROFESSIONAL SERVICES Ongoing	CONSTRUCTION (if applicable) Varies
PROFESSIONAL SERVICES Ongoing	CONSTRUCTION (if applicable) Varies		

23. PROJECT OWNER'S INFORMATION		
a. PROJECT OWNER Rizzetta & Company, Inc.	b. POINT OF CONTACT NAME Bryan Radcliff	c. POINT OF CONTACT TELEPHONE NUMBER (813) 533-2950

JMT provides engineering services to the **Mira Lago West Community Development District (CDD)** in **Ruskin** on an as-needed basis to assist the community in maintaining and improving its infrastructure assets.

Engineering tasks are established by the CDD Board of Supervisors and assigned to the engineer to accomplish the specific objectives. The tasks vary in size and complexity, and each has a specific scope and schedule that is coordinated through the Board and District Manager.

Various tasks completed for the Mira Lago West community include:

- **Permit Inventory and Inspection Scheduling** – This task required research of SWFWMD permit documents archived at the central Brooksville office of SWFWMD. A map and spreadsheet were developed to indicate the numerous permits, where the ponds were located within the community when the pond inspections were to be completed, and the parcel number for Hillsborough County.
- **Pond Bank Restoration** – JMT performed surveying, design, and construction administration tasks for the reconstruction and restoration of the pond banks on numerous stormwater management ponds within the community. The objective of the project was to restore the eroded banks to the permitted side slopes and repair drainage structures required for safety and functionality.
- **Adjacent Development Impact Management** – This task required coordination with state permit agencies and private developers to coordinate impacts to the existing community caused by the new construction of a subdivision adjacent to the CDD owned properties and residential lots.

25. FIRMS FROM SECTION C INVOLVED WITH THIS PROJECT		
a. (1) FIRM NAME Johnson, Mirmiran and Thompson, Inc. (JMT)	(2) FIRM LOCATION (City and State) Tampa, FL	(3) ROLE Engineering, Survey

<b>F. EXAMPLE PROJECTS WHICH BEST ILLUSTRATE PROPOSED TEAM'S QUALIFICATIONS FOR THIS CONTRACT</b> <i>(Present as many projects as requested by the agency, or 10 projects, if not specified. Complete one Section F for each project.)</i>		<b>20. EXAMPLE PROJECT KEY NUMBER</b> <b>9</b>
<b>21. TITLE AND LOCATION (City and State)</b> <b>River Bend Community Development District (CDD)</b> <b>Hillsborough County, FL</b>	<b>22. YEAR COMPLETED</b>	
	<b>PROFESSIONAL SERVICES</b> Ongoing	<b>CONSTRUCTION (If applicable)</b> Varies

**23. PROJECT OWNER'S INFORMATION**

<b>a. PROJECT OWNER</b> Meritus Communities	<b>b. POINT OF CONTACT NAME</b> Debbie Nussel	<b>c. POINT OF CONTACT TELEPHONE NUMBER</b> (813) 397-5120
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JMT provides engineering services to the **River Bend Community Development District (CDD)** in **Ruskin** on an as-needed basis to assist the community in maintaining and improving their infrastructure assets.

Engineering tasks are established by the CDD Board of Supervisors and assigned to the engineer to accomplish the specific objectives. The tasks vary in size and complexity, and each has a specific scope and schedule that is coordinated through the Board and District Manager.

Various tasks completed for the River Bend community include:

- **Permit Inventory and Inspection Scheduling** – This task required research of SWFWMD permit documents archived at the central Brooksville office of SWFWMD. A map and spreadsheet were developed to indicate the numerous permits, where the ponds were located within the community, when the pond inspections were to be completed, and the parcel number for Hillsborough County.
- **Amenity Center Drainage Improvements** – The River Bend CDD has experience chronic flooding due to rapid expansion of the amenities within the parcel without accommodating additional stormwater runoff. JMT performed survey, design, permitting, and construction administration services to address existing flooding occurring at the access, parking lot, playground, tennis court, pool equipment area, and open spaces. The improvements will accommodate future amenity projects through total buildout of the parcel. *(Construction budget: \$119,000)*

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

<b>a.</b>	<b>(1) FIRM NAME</b> Johnson, Mirmiran and Thompson, Inc. (JMT)	<b>(2) FIRM LOCATION (City and State)</b> Tampa, FL	<b>(3) ROLE</b> Engineering, Survey
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<b>F. EXAMPLE PROJECTS WHICH BEST ILLUSTRATE PROPOSED TEAM'S QUALIFICATIONS FOR THIS CONTRACT</b> <i>(Present as many projects as requested by the agency, or 10 projects, if not specified. Complete one Section F for each project.)</i>		<b>20. EXAMPLE PROJECT KEY NUMBER</b> 10
<b>21. TITLE AND LOCATION (City and State)</b> <b>Orange Boulevard (CR 431) Safety Improvements</b> <b>Seminole County, FL</b>		<b>22. YEAR COMPLETED</b> PROFESSIONAL SERVICES: Ongoing CONSTRUCTION (if applicable): N/A

**23. PROJECT OWNER'S INFORMATION**

a. PROJECT OWNER Seminole County Public Works	b. POINT OF CONTACT NAME Ricky Ly, PE	c. POINT OF CONTACT TELEPHONE NUMBER (407) 665-5757
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JMT recently completed Phase 1 services consisting of a preliminary engineering study for Seminole County for Orange Boulevard from State Road (SR) 46 to Monroe Road/County Road (CR) 15. The objective of the study is to promote safety, address drainage deficiencies, enhance pedestrian and bicycle continuity, and improve access throughout the project corridor.

During the course of the study effort, two alternative typical sections were evaluated - a two-lane divided urban facility with a center median turn lane, and a two-lane undivided urban roadway with only left-turn lanes at selected locations. Both alternatives were determined to accommodate anticipated future travel demands and improve overall safety.

JMT evaluated and developed preliminary horizontal and vertical geometrics for the above two project alternatives within the project limits and prepared Phase I plans to a 30% level of completion. The intent was to identify the approximate right of way requirements and estimated costs for each alternative.

Originally, there were only intermittent sidewalks without shoulders and no dedicated bicycle lanes along Orange Boulevard which is a preferred route for many bicyclists in Seminole County. To improve safety for pedestrians and bicyclists, the study recommended the addition of a 10-foot multi-use path on the south side of the road, a five-foot sidewalk on the north side and the addition of five-foot bicycle lanes in each direction.

The study was finished in May, 2019, and the project is now under final design including the preparation of roadway, drainage, signing and pavement markings, structures and bridge widening plans, along with design surveys, right of way maps, utility plans, and right of way acquisition support.

A new storm sewer system is being designed to address not only the proposed improvements, but also local flooding concerns. An urban section with curb and gutter will be provided to eliminate existing deep ditches along each side of the travel lanes. The project will require additional right of way and JMT is providing assistance to Seminole County with the property owner coordination and the acquisition effort. *The study was delivered on budget and on schedule.*



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

a.	(1) FIRM NAME Johnson, Mirmiran and Thompson, Inc. (JMT)	(2) FIRM LOCATION (City and State) Lake Mary, FL	(3) ROLE Engineering, Permitting, Survey
----	---	---	---


G. KEY PERSONNEL PARTICIPATION IN EXAMPLE PROJECTS											
26. NAMES OF KEY PERSONNEL (From Section E, Block 12)	27. ROLE IN THIS CONTRACT (From Section E, Block 13)	28. EXAMPLE PROJECTS LISTED IN SECTION F (Fill in "Example Projects Key" section below before completing table. Place "X" under project key number for participation in same or similar role.)									
		1	2	3	4	5	6	7	8	9	10
Steven Collins, PE, PhD	Project Manager					•				•	•
Jason Flick, PE	Senior Engineer – Transportation										•
Robert Dvorak, PE	Senior Engineer – Water Resources	•	•	•	•	•	•	•	•	•	
Stephen Brletic, PE	Senior Engineer – Civil	•	•	•	•	•	•	•	•	•	
Eric Hendra, PE	Senior Engineer – Civil										
Derek Doughty, PE, CFM, D.WRE	Senior Engineer – Water Resources			•	•		•				
Steven Edinger, PE	Project Engineer – Water Resources										
Ali Alipour, PhD	Engineer – Water Resources									•	•
Sergio Quevedo, PE, PTOE	Principal – QA/QC Manager					•					
Sara Beresheim, PE, PTOE	Senior Engineer – Traffic					•					
Robin Hernandez, PE	Senior Engineer – Transportation										
Rick Neidert	Senior Inspector – Water Resources	•	•	•	•	•	•	•	•	•	
Danny Polk, PLS	Senior Surveyor	•	•	•	•	•	•				
David Puigdomenech, PSM	Senior Surveyor	•	•	•	•	•	•				

29. EXAMPLE PROJECTS KEY			
NO.	TITLE OF EXAMPLE PROJECT (FROM SECTION F)	NO.	TITLE OF EXAMPLE PROJECT (FROM SECTION F)
1	Harbour Isles Community Development District (CDD)	6	Oak Creek Community Development District (CDD)
2	Diamond Hill Community Development District (CDD)	7	Fishhawk Ranch Community Development District (CDD)
3	Heritage Springs Community Development District (CDD)	8	Mira Lago Community Development District (CDD)
4	Lexington Oaks Community Development District (CDD)	9	River Bend Community Development District (CDD)
5	South Fork Community Development District (CDD)	10	Orange Boulevard (CR 431) Safety Improvements, Seminole County, FL

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

N/A

I. AUTHORIZED REPRESENTATIVE The foregoing is a statement of facts.	
31. SIGNATURE 	32. DATE March 24, 2020
33. NAME AND TITLE Robert Dvorak, PE, Vice President	

STANDARD FORM 330 (6/2004)

(If a firm has branch offices, complete for each specific branch office seeking work.)

[illegible]

11. ANNUAL AVERAGE PROFESSIONAL SERVICES REVENUES OF FIRM FOR LAST 3 YEARS (insert revenue index number shown at right)		PROFESSIONAL SERVICES REVENUE INDEX NUMBER
a. Federal Work	6	1. Less than \$100,000
b. Non-Federal Work	10	2. \$100,000 to less than \$250,000
c. Total Work	10	3. \$250,000 to less than \$500,000
		4. \$500,000 to less than \$1 million
		5. \$1 million to less than \$2 million
		6. \$2 million to less than \$5 million
		7. \$5 million to less than \$10 million
		8. \$10 million to less than \$25 million
		9. \$25 million to less than \$50 million
		10. \$50 million or greater

The foregoing is a statement of facts.

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## SECTION C



**DRAFT**

**Baytree  
Community Development District  
ANNUAL FINANCIAL REPORT  
September 30, 2019**

**Baytree Community Development District**

**ANNUAL FINANCIAL REPORT**

**September 30, 2019**

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## **REPORT OF INDEPENDENT AUDITORS**

To the Board of Supervisors  
Baytree Community Development District  
Brevard County, Florida

### **Report on the Financial Statements**

We have audited the accompanying financial statements of Baytree Community Development District as of and for the year ended September 30, 2019, and the related notes to financial statements, which collectively comprise the District's basic financial statements as listed in the table of contents.

### **Management's Responsibility for the Financial Statements**

Management is responsible for the preparation and fair presentation of these financial statements in accordance with accounting principles generally accepted in the United States of America; this includes the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error.

### **Auditor's Responsibility**

Our responsibility is to express an opinion on these financial statements based on our audit. We conducted our audit in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Accounting Standards*, issued by the Comptroller General of the United States. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free from material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditor's judgment, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the entity's preparation and fair presentation of the financial statements in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control. Accordingly, we express no such opinion. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluating the overall presentation of the financial statements.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinion.

To the Board of Supervisors  
Baytree Community Development District

### **Opinion**

In our opinion, the financial statements referred to above present fairly, in all material respects, the respective financial position of the governmental activities and each major fund of Baytree Community Development District, as of September 30, 2019, and the respective changes in financial position and the budgetary comparison for the General Fund for the year then ended in conformity with accounting principles generally accepted in the United States of America.

### **Other Matters**

#### *Required Supplementary Information*

Accounting principles generally accepted in the United States of America require that the Management Discussion and Analysis be presented to supplement the basic financial statements. Such information, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. We have applied certain limited procedures to the required supplementary information in accordance with auditing standards generally accepted in the United States of America, which consisted of inquiries of management about the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We do not express an opinion or provide any assurance on the information because the limited procedures do not provide us with sufficient evidence to express an opinion or provide any assurance.

#### **Other Reporting Required by Government Auditing Standards**

In accordance with *Government Auditing Standards*, we have also issued a report dated April XX, 2020 on our consideration of the District's internal control over financial reporting and on our tests of its compliance with certain provisions of laws, regulations and contracts. The purpose of that report is to describe the scope of our testing of internal control over financial reporting and compliance and the results of that testing, and not to provide an opinion on internal control over financial reporting or on compliance. That report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering Baytree Community Development District's internal control over financial reporting and compliance.

Berger, Toombs, Elam, Gaines & Frank  
Certified Public Accountants PL  
Fort Pierce, Florida

April XX, 2020

**Baytree Community Development District  
MANAGEMENT'S DISCUSSION AND ANALYSIS  
For the Year Ended September 30, 2019**

Management's discussion and analysis of Baytree Community Development District (the "District") financial performance provides an objective and easily readable analysis of the District's financial activities. The analysis provides summary financial information for the District and should be read in conjunction with the District's financial statements.

**OVERVIEW OF THE FINANCIAL STATEMENTS**

The District's basic financial statements comprise three components; 1) *Government-wide financial statements*, 2) *Fund financial statements*, and 3) *Notes to financial statements*. The *Government-wide financial statements* present an overall picture of the District's financial position and results of operations. The *Fund financial statements* present financial information for the District's major funds. The *Notes to financial statements* provide additional information concerning the District's finances.

The *Government-wide financial statements* are the **statement of net position** and the **statement of activities**. These statements use accounting methods similar to those used by private-sector companies. Emphasis is placed on the net position of governmental activities and the change in net position. Governmental activities are primarily supported by special assessments.

The **statement of net position** presents information on all assets and liabilities of the District, with the difference between assets and liabilities reported as net position. Assets, liabilities, and net position are reported for all Governmental activities.

The **statement of activities** presents information on all revenues and expenses of the District and the change in net position. Expenses are reported by major function and program revenues relating to those functions are reported, providing the net cost of all functions provided by the District. To assist in understanding the District's operations, expenses have been reported as governmental activities. Governmental activities financed by the District include general government and debt service.

*Fund financial statements* present financial information for governmental funds. These statements provide financial information for the major funds of the District. Governmental fund financial statements provide information on the current assets and liabilities of the funds, changes in current financial resources (revenues and expenditures), and current available resources.

**Baytree Community Development District  
MANAGEMENT'S DISCUSSION AND ANALYSIS  
For the Year Ended September 30, 2019**

**OVERVIEW OF THE FINANCIAL STATEMENTS (CONTINUED)**

*Fund financial statements* include a **balance sheet** and a **statement of revenues, expenditures and changes in fund balances** for all governmental funds. A **statement of revenues, expenditures, and changes in fund balances – budget and actual** is provided for the District's General Fund. *Fund financial statements* provide more detailed information about the District's activities. Individual funds are established by the District to track revenues that are restricted to certain uses or to comply with legal requirements.

The *government-wide financial statements* and the *fund financial statements* provide different pictures of the District. The *government-wide financial statements* provide an overall picture of the District's financial standing. These statements are comparable to private-sector companies and give a good understanding of the District's overall financial health and how the District paid for the various activities, or functions, provided by the District. All assets of the District, including construction in progress, are reported in the **statement of net position**. All liabilities, including principal outstanding on bonds are included. In the **statement of activities**, transactions between the different functions of the District have been eliminated in order to avoid "doubling up" the revenues and expenses. The *fund financial statements* provide a picture of the major funds of the District. In the case of governmental activities, outlays for long lived assets are reported as expenditures and long-term liabilities, such as general obligation bonds, are not included in the fund financial statements. To provide a link from the *fund financial statements* to the *government-wide financial statements*, reconciliation is provided from the *fund financial statements* to the *government-wide financial statements*.

*Notes to financial statements* provide additional detail concerning the financial activities and financial balances of the District. Additional information about the accounting practices of the District, investments of the District, capital assets and long-term debt are some of the items included in the *notes to financial statements*.

**Financial Highlights**

The following are the highlights of financial activity for the year ended September 30, 2019.

- ♦ The District's total assets exceeded total liabilities by \$6,438,748 (net position). Net investment in capital assets was \$6,063,453 and unrestricted net position was \$375,295.
- ♦ Governmental activities revenues totaled \$899,706 while governmental activities expenses totaled \$961,891.



**Baytree Community Development District  
MANAGEMENT'S DISCUSSION AND ANALYSIS  
For the Year Ended September 30, 2019**

**OVERVIEW OF THE FINANCIAL STATEMENTS (CONTINUED)**

**Financial Analysis of the District**

The following schedule provides a summary of the assets, liabilities and net position of the District and is presented by category for comparison purposes.

**Net Position**

	<b>Governmental Activities</b>	
	<b>2019</b>	<b>2018</b>
Current assets	\$ 416,277	\$ 471,267
Capital assets, net	<u>6,063,453</u>	<u>6,052,853</u>
Total Assets	<u>6,479,730</u>	<u>6,524,120</u>
Current liabilities	<u>40,982</u>	<u>23,187</u>
Net investment in capital assets	6,063,453	6,052,853
Net position - unrestricted	<u>375,295</u>	<u>448,080</u>
Total Net Position	<u>\$ 6,438,748</u>	<u>\$ 6,500,933</u>

The decrease in current assets is related to the decrease in cash caused by expenditures.

**Baytree Community Development District  
MANAGEMENT'S DISCUSSION AND ANALYSIS  
For the Year Ended September 30, 2019**

**OVERVIEW OF THE FINANCIAL STATEMENTS (CONTINUED)**

**Financial Analysis of the District (Continued)**

The following schedule provides a summary of the changes in net position of the District and is presented by category for comparison purposes.

**Change in Net Position**

	<b>Governmental Activities</b>	
	<b>2019</b>	<b>2018</b>
Program Revenues		
Charges for services	\$ 857,087	\$ 698,512
General Revenues		
Investment earnings	3	106
Cost sharing revenues	34,202	138,688
Miscellaneous	8,414	4,779
Total Revenues	<u>899,706</u>	<u>842,085</u>
Expenses		
General government	211,878	146,408
Physical environment	<u>750,013</u>	<u>571,959</u>
Total Expenses	<u>961,891</u>	<u>718,367</u>
Change in Net Position	(62,185)	123,718
Net Position - Beginning of Year	<u>6,500,933</u>	<u>6,377,215</u>
Net Position - End of Year	<u><u>\$ 6,438,748</u></u>	<u><u>\$ 6,500,933</u></u>

The increase in general government is related to an increase in engineering fees in the current year.

The increase in charges for services is related to a budgeted increase in special assessments.

The decrease in cost sharing revenues is related to the funding of a capital project in the prior year.

The increase in physical environment is related to the increase in landscape and maintenance costs in the current year.

**Baytree Community Development District  
MANAGEMENT'S DISCUSSION AND ANALYSIS  
For the Year Ended September 30, 2019**

**OVERVIEW OF THE FINANCIAL STATEMENTS (CONTINUED)**

**Capital Assets Activity**

The following schedule provides a summary of the District's capital assets as of September 30, 2019 and September 30, 2018.

Description	Governmental Activities	
	2019	2018
Capital assets not being depreciated:		
Land improvements	\$ 5,466,583	\$ 5,466,583
Construction in progress	9,362	47,088
Total Capital Assets, not depreciated	<u>5,475,945</u>	<u>5,513,671</u>
Capital assets being depreciated:		
Infrastructure	2,134,395	2,021,266
Equipment	79,053	69,527
Accumulated depreciation	<u>(1,625,940)</u>	<u>(1,551,611)</u>
Total Capital Assets, depreciated	<u>587,508</u>	<u>539,182</u>
Total Capital Assets	<u>\$ 6,063,453</u>	<u>\$ 6,052,853</u>

Current year activity consisted of additions to construction in progress of \$9,362, transfers from construction in progress of \$47,088, additions of \$113,129 and \$9,526 to infrastructure and equipment and depreciation of \$74,329.

**General Fund Budgetary Highlights**

Budgeted expenditures exceeded actual expenditures primarily due to less engineering fees and security costs than were anticipated.

The September 30, 2019 budget was amended for increased engineering and legal fees and irrigation and lighting maintenance.

**Baytree Community Development District  
MANAGEMENT'S DISCUSSION AND ANALYSIS  
For the Year Ended September 30, 2019**

**OVERVIEW OF THE FINANCIAL STATEMENTS (CONTINUED)**

**Economic Factors and Next Year's Budget**

The District does not expect any economic factors to have a significant effect on the financial position or results of operations of the District in fiscal year 2020.

**Request for Information**

The financial report is designed to provide a general overview of Baytree Community Development District's finances for all those with an interest. Questions concerning any of the information provided in this report or requests for additional information should be addressed to the Baytree Community Development District, Governmental Management Services, 219 E Livingston Street Orlando, Florida 32801.

**Baytree Community Development District**  
**STATEMENT OF NET POSITION**  
**September 30, 2019**

	<b>Governmental Activities</b>
<b>ASSETS</b>	
Current Assets	
Cash	\$ 385,509
Investments	1,029
Accounts receivable	8,574
Prepaid expenses	21,165
Total Current Assets	<u>416,277</u>
Capital Assets, Not Being Depreciated	
Construction in progress	9,362
Land and improvements	5,466,583
Capital Assets, Being Depreciated	
Infrastructure	2,134,395
Equipment	79,053
Accumulated depreciation	<u>(1,625,940)</u>
Total Non-Current Assets	<u>6,063,453</u>
Total Assets	<u><u>6,479,730</u></u>
<b>LIABILITIES</b>	
Current Liabilities	
Accounts payable	<u>40,982</u>
<b>NET POSITION</b>	
Net investment in capital assets	6,063,453
Unrestricted	<u>375,295</u>
Total Net Position	<u><u>\$ 6,438,748</u></u>

*See accompanying notes to financial statements.*

**Baytree Community Development District**  
**STATEMENT OF ACTIVITIES**  
**For the Year Ended September 30, 2019**

<u>Functions/Programs</u>	<u>Expenses</u>	<u>Program Revenues</u>	<u>Net (Expense) Revenues and Changes in Net Position</u>
		<u>Charges for Services</u>	<u>Governmental Activities</u>
Governmental Activities			
General government	\$ (211,878)	\$ 254,279	\$ 42,401
Physical environment	(750,013)	602,808	(147,205)
Total Governmental Activities	<u>\$ (961,891)</u>	<u>\$ 857,087</u>	<u>(104,804)</u>
General Revenues			
Investment income			3
Cost sharing revenues			34,202
Miscellaneous revenues			8,414
Total General Revenues			<u>42,619</u>
			Change in Net Position (62,185)
			Net Position - October 1, 2018 <u>6,500,933</u>
			Net Position - September 30, 2019 <u>\$ 6,438,748</u>

*See accompanying notes to financial statements.*



**Baytree Community Development District**  
**BALANCE SHEET –**  
**GOVERNMENTAL FUNDS**  
**September 30, 2019**

	General	Capital Projects	Total Governmental Funds
<b>ASSETS</b>			
Cash	\$ 91,989	\$ 293,520	\$ 385,509
Investments	1,029	-	1,029
Accounts receivable	8,574	-	8,574
Prepaid expenses	21,165	-	21,165
<b>Total Assets</b>	<u><u>\$ 122,757</u></u>	<u><u>\$ 293,520</u></u>	<u><u>\$ 416,277</u></u>
<b>LIABILITIES AND FUND BALANCES</b>			
<b>LIABILITIES</b>			
Accounts payable	\$ 40,982	\$ -	\$ 40,982
<b>FUND BALANCES</b>			
Nonspendable-prepaid expenses	21,165	-	21,165
Assigned			
Capital projects	-	293,520	293,520
Unassigned	60,610	-	60,610
<b>Total Fund Balances</b>	<u><u>81,775</u></u>	<u><u>293,520</u></u>	<u><u>375,295</u></u>
<b>Total Liabilities and Fund Balances</b>	<u><u>\$ 122,757</u></u>	<u><u>\$ 293,520</u></u>	<u><u>\$ 416,277</u></u>

*See accompanying notes to financial statements.*

**Baytree Community Development District**  
**RECONCILIATION OF TOTAL GOVERNMENTAL FUND BALANCES**  
**TO NET POSITION OF GOVERNMENTAL ACTIVITIES**  
**September 30, 2019**

Total Governmental Fund Balances	\$ 375,295
----------------------------------	------------

Amounts reported for governmental activities in the Statement of Net Position  
are different because:

Capital assets, construction in progress, \$9,362, land and improvements,  
\$5,466,583, infrastructure, \$2,134,395, and equipment, \$79,053, net of  
accumulated depreciation, \$(1,625,940), used in governmental activities  
are not current financial resources and therefore, are not reported at the  
fund level.

6,063,453

Net Position of Governmental Activities

\$ 6,438,748

*See accompanying notes to financial statements.*

**Baytree Community Development District**  
**STATEMENT OF REVENUES, EXPENDITURES AND CHANGES**  
**IN FUND BALANCES – GOVERNMENTAL FUNDS**  
**For the Year Ended September 30, 2019**

	General	Capital Projects	Total Governmental Funds
<b>Revenues</b>			
Special assessments	\$ 857,087	\$ -	\$ 857,087
Investment income	3	-	3
Cost sharing revenues	34,202	-	34,202
Miscellaneous revenues	8,282	132	8,414
<b>Total Revenues</b>	<b>899,574</b>	<b>132</b>	<b>899,706</b>
<b>Expenditures</b>			
Current			
General government	210,693	1,185	211,878
Physical environment	499,480	176,204	675,684
Capital outlay	-	84,929	84,929
<b>Total Expenditures</b>	<b>710,173</b>	<b>262,318</b>	<b>972,491</b>
<b>Excess of revenues over/(under) expenditures</b>	<b>189,401</b>	<b>(262,186)</b>	<b>(72,785)</b>
<b>Other Financing Sources/(Uses)</b>			
Transfers in	50,000	253,901	303,901
Transfers out	(253,901)	(50,000)	(303,901)
<b>Total other financing sources/(uses)</b>	<b>(203,901)</b>	<b>203,901</b>	<b>-</b>
<b>Net Change in Fund Balances</b>	<b>(14,500)</b>	<b>(58,285)</b>	<b>(72,785)</b>
<b>Fund Balances - October 1, 2018</b>	<b>96,275</b>	<b>351,805</b>	<b>448,080</b>
<b>Fund Balances - September 30, 2019</b>	<b>\$ 81,775</b>	<b>\$ 293,520</b>	<b>\$ 375,295</b>

*See accompanying notes to financial statements.*

**Baytree Community Development District  
RECONCILIATION OF THE STATEMENT OF REVENUES, EXPENDITURES  
AND CHANGES IN FUND BALANCES OF GOVERNMENTAL FUNDS  
TO THE STATEMENT OF ACTIVITIES  
For the Year Ended September 30, 2019**

Net Change in Fund Balances - Total Governmental Funds	\$ (72,785)
--	-------------

Amounts reported for governmental activities in the Statement of Activities are different because:

Governmental funds report capital outlays as expenditures. However, in the Statement of Activities, the cost of those assets is allocated over their estimated useful lives as depreciation. This is the amount that capital outlay, \$84,929, exceeded depreciation, \$(74,329), in the current period.

10,600
--------

Change in Net Position of Governmental Activities
---

\$ (62,185)
-------------

*See accompanying notes to financial statements.*

**Baytree Community Development District**  
**STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN**  
**FUND BALANCES – BUDGET AND ACTUAL – GENERAL FUND**  
**For the Year Ended September 30, 2019**

	<u>Original Budget</u>	<u>Final Budget</u>	<u>Actual</u>	<u>Variance with Final Budget Positive (Negative)</u>
<b>Revenues</b>				
Special assessments	\$ 853,142	\$ 857,087	\$ 857,087	\$ -
Investment income	-	3	3	-
Cost sharing revenues	34,297	34,200	34,202	2
Miscellaneous revenues	4,000	8,000	8,282	282
<b>Total Revenues</b>	<u>891,439</u>	<u>\$ 899,290</u>	<u>\$ 899,574</u>	<u>\$ 284</u>
<b>Expenditures</b>				
<b>Current</b>				
General government	138,614	224,867	210,693	14,174
Physical environment	486,266	540,386	499,480	40,906
<b>Total Expenditures</b>	<u>624,880</u>	<u>765,253</u>	<u>710,173</u>	<u>55,080</u>
<b>Total revenues over/(under expenditures)</b>	<u>266,559</u>	<u>134,037</u>	<u>189,401</u>	<u>55,364</u>
<b>Other Financing Sources/(Uses)</b>				
Transfers in	-	50,000	50,000	-
Transfers out	(266,559)	(253,901)	(253,901)	-
<b>Total Other Financing Sources/(Uses)</b>	<u>(266,559)</u>	<u>(203,901)</u>	<u>(203,901)</u>	<u>-</u>
<b>Net Change in Fund Balances</b>	<u>-</u>	<u>(69,864)</u>	<u>(14,500)</u>	<u>55,364</u>
<b>Fund Balances - October 1, 2018</b>	<u>-</u>	<u>69,864</u>	<u>96,275</u>	<u>26,411</u>
<b>Fund Balances - September 30, 2019</b>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 81,775</u>	<u>\$ 81,775</u>

*See accompanying notes to financial statements.*

**Baytree Community Development District  
NOTES TO FINANCIAL STATEMENTS  
September 30, 2019**

**NOTE A – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES**

The financial statements of the District have been prepared in conformity with generally accepted accounting principles (GAAP) as applied to governmental units. The Governmental Accounting Standards Board (GASB) is the accepted standard-setting body for establishing governmental accounting and financial reporting principles. The District's more significant accounting policies are described below.

**1. Reporting Entity**

The District was established on June 24, 1992, pursuant to the Uniform Community Development District Act of 1980, Chapter 190, Florida Statutes, as amended (the "Act"), by Ordinance No. 92-11 of the Board of County Commissioners of Brevard County, as a Community Development District. The District was established for the purposes of financing and managing the acquisition, construction, maintenance and operation of the infrastructure necessary for community development within its jurisdiction. The District is authorized to issue bonds for the purpose, among others, of financing, funding, planning, establishing, acquiring, constructing district roads, landscaping, and other basic infrastructure projects within or outside the boundaries of the Baytree Community Development District. The District is governed by a Board of Supervisors who are elected by the registered voters of the District. The District operates within the criteria established by Chapter 190.

As required by GAAP, these financial statements present the Baytree Community Development District (the primary government) as a stand-alone government. The reporting entity for the District includes all functions of government in which the District's Board exercises oversight responsibility including, but not limited to, financial interdependency, selection of governing authority, designation of management, significant ability to influence operations and accountability for fiscal matters.

Based upon the application of the above-mentioned criteria as set forth in Governmental Accounting Standards the District has identified no component units.

**2. Measurement Focus and Basis of Accounting**

The basic financial statements of the District are composed of the following:

- Government-wide financial statements
- Fund financial statements
- Notes to financial statements



**Baytree Community Development District  
NOTES TO FINANCIAL STATEMENTS  
September 30, 2019**

**NOTE A – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)**

**2. Measurement Focus and Basis of Accounting (Continued)**

**a. Government-wide Financial Statements**

Government-wide financial statements report all non-fiduciary information about the reporting government as a whole. These statements include all the governmental activities of the primary government. The effect of interfund activity has been removed from these statements.

Governmental activities are supported by developer contributions. Program revenues are netted with program expenses in the statement of activities to present the net cost of each program.

Amounts paid to acquire capital assets are capitalized as assets, rather than reported as an expenditure. Proceeds of long-term debt are recorded as liabilities in the government-wide financial statements, rather than as an other financing source.

Amounts paid to reduce long-term indebtedness of the reporting government are reported as a reduction of the related liability, rather than as an expenditure.

**b. Fund Financial Statements**

The underlying accounting system of the District is organized and operated on the basis of separate funds, each of which is considered to be a separate accounting entity. The operations of each fund are accounted for with a separate set of self-balancing accounts that comprise its assets, liabilities, fund equity, revenues and expenditures or expenses, as appropriate. Governmental resources are allocated to and accounted for in individual funds based upon the purposes for which they are to be spent and the means by which spending activities are controlled.

Fund financial statements for the primary government's governmental funds are presented after the government-wide financial statements. These statements display information about major funds individually.

**Baytree Community Development District  
NOTES TO FINANCIAL STATEMENTS  
September 30, 2019**

**NOTE A – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)**

**2. Measurement Focus and Basis of Accounting (Continued)**

**b. Fund Financial Statements (Continued)**

**Governmental Funds**

The District reports fund balance according to Governmental Accounting Standards Board Statement 54 – Fund Balance Reporting and Governmental Fund Type Definitions. The Statement requires the fund balance for governmental funds to be reported in classifications that comprise a hierarchy based primarily on the extent to which the government is bound to honor constraints on the specific purposes for which amounts in those funds can be spent.

The District has various policies governing the fund balance classifications.

**Nonspendable Fund Balance** – This classification consists of amounts that cannot be spent because they are either not in spendable form or are legally or contractually required to be maintained intact.

**Restricted Fund Balance** – This classification includes amounts that can be spent only for specific purposes stipulated by constitution, external resource providers, or through enabling legislation.

**Assigned Fund Balance** – This classification consists of the Board of Supervisors' intent to be used for specific purposes, but are neither restricted nor committed. The assigned fund balances can also be assigned by the District's management company.

**Unassigned Fund Balance** – This classification is the residual classification for the government's general fund and includes all spendable amounts not contained in the other classifications. Unassigned fund balance is considered to be utilized first when an expenditure is incurred for purposes for which amounts in any of those unrestricted fund balance classifications could be used.

**Fund Balance Spending Hierarchy** – For all governmental funds except special revenue funds, when restricted, committed, assigned, and unassigned fund balances are combined in a fund, qualified expenditures are paid first from restricted or committed fund balance, as appropriate, then assigned and finally unassigned fund balances.

**Baytree Community Development District**  
**NOTES TO FINANCIAL STATEMENTS**  
**September 30, 2019**

**NOTE A – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)**

**2. Measurement Focus and Basis of Accounting (Continued)**

**b. Fund Financial Statements (Continued)**

**Governmental Funds (Continued)**

Governmental fund financial statements are reported using the current financial resources measurement focus and the modified accrual basis of accounting. Revenues are considered to be available when they are collected within the current period or soon thereafter to pay liabilities of the current period. For this purpose, the District considers revenues to be available if they are collected within 60 days of the end of the current fiscal period.

Expenditures generally are recorded when a liability is incurred, as under accrual accounting. Interest associated with the current fiscal period is considered to be an accrual item and so has been recognized as revenue of the current fiscal period.

Under the current financial resources measurement focus, only current assets and current liabilities are generally included on the balance sheet. The reported fund balance is considered to be a measure of "available spendable resources".

Governmental fund operating statements present increases (revenues and other financing sources) and decreases (expenditures and other financing uses) in net current assets. Accordingly, they are said to present a summary of sources and uses of "available spendable resources" during a period.

Because of their spending measurement focus, expenditure recognition for governmental fund types excludes amounts represented by non-current liabilities. Since they do not affect net current assets, such long-term amounts are not recognized as governmental fund type expenditures or fund liabilities.

Amounts expended to acquire capital assets are recorded as expenditures in the year that resources are expended, rather than as fund assets. The proceeds of long-term debt are recorded as an other financing source rather than as a fund liability.

Debt service expenditures are recorded only when payment is due.

**3. Basis of Presentation**

**a. Governmental Major Funds**

General Fund – The General Fund is the District's primary operating fund. It accounts for all financial resources of the general government, except those required to be accounted for in another fund.

**Baytree Community Development District  
NOTES TO FINANCIAL STATEMENTS  
September 30, 2019**

**NOTE A – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)**

**3. Basis of Presentation (Continued)**

**a. Governmental Major Funds (Continued)**

Capital Projects Fund – The Capital Projects Fund accounts for acquisition and construction of infrastructure improvements located within the boundaries of the District.

**b. Non-current Governmental Assets/Liabilities**

GASB Statement 34 requires that non-current governmental assets, such as construction in progress, and non-current governmental liabilities, such as general obligation bonds be reported in the governmental activities column in the government-wide Statement of Net Position.

**4. Assets, Liabilities, and Net Position or Equity**

**a. Cash and Investments**

Florida Statutes require state and local governmental units to deposit monies with financial institutions classified as "Qualified Public Depositories," a multiple financial institution pool whereby groups of securities pledged by the various financial institutions provide common collateral from their deposits of public funds. This pool is provided as additional insurance to the federal depository insurance and allows for additional assessments against the member institutions, providing full insurance for public deposits.

The District is authorized to invest in those financial instruments as established by Section 218.415, Florida Statutes. The authorized investments consist of:

1. Direct obligations of the United States Treasury;
2. The Local Government Surplus Funds Trust or any intergovernmental investment pool authorized pursuant to the Florida Interlocal Cooperative Act of 1969;
3. Interest-bearing time deposits or savings accounts in authorized qualified public depositories;

**Baytree Community Development District  
NOTES TO FINANCIAL STATEMENTS  
September 30, 2019**

**NOTE A – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)**

**4. Assets, Liabilities, and Net Position or Equity (Continued)**

**a. Cash and Investments (Continued)**

4. Securities and Exchange Commission, registered money market funds with the highest credit quality rating from a nationally recognized rating agency.

Cash and investments include time deposits, certificates of deposit, money market funds, and all highly liquid debt instruments with original maturities of three months or less.

**b. Restricted Assets**

Certain net position of the District are classified as restricted assets on the Statement of Net Position because their use is limited either by law through constitutional provisions or enabling legislation; or by restrictions imposed externally by creditors. In a fund with both restricted and unrestricted net position, qualified expenses are considered to be paid first from restricted net position and then from unrestricted net position.

**c. Capital Assets**

Capital assets, which include construction in progress, land and improvements, infrastructure and equipment are reported in the governmental activities column.

The District defines capital assets as assets with an initial, individual cost of \$5,000 or more and an estimated useful life in excess of one year. The valuation basis for all assets is historical cost.

The costs of normal maintenance and repairs that do not add to the value of the asset or materially extend its useful life are not capitalized.

Major outlays for capital assets and improvements are capitalized as projects are constructed.

Depreciation of capital assets is computed and recorded by utilizing the straight-line method. Estimated useful lives of the various classes of depreciable capital assets are as follows:

Infrastructure	30 years
Equipment	5-10 years

**Baytree Community Development District**  
**NOTES TO FINANCIAL STATEMENTS**  
**September 30, 2019**

**NOTE A – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)**

**4. Assets, Liabilities, and Net Position or Equity (Continued)**

**d. Budgets**

Budgets are prepared and adopted after public hearings for the governmental funds, pursuant to Chapter 190, Florida Statutes. The District utilizes the same basis of accounting for budgets as it does for revenues and expenditures in its various funds. The legal level of budgetary control is at the fund level. All budgeted appropriations lapse at year end. Formal budgets are adopted for the general and debt service funds. As a result, deficits in the budget columns of the accompanying financial statements may occur.

**NOTE B – RECONCILIATION OF GOVERNMENT-WIDE AND FUND FINANCIAL STATEMENTS**

**1. Explanation of Differences Between the Governmental Fund Balance Sheet and the Government-wide Statement of Net Position**

"Total fund balances" of the District's governmental funds (\$375,295) differs from "net position" of governmental activities (\$6,438,748) reported in the Statement of Net Position. This difference primarily results from the long-term economic focus of the Statement of Net Position versus the current financial resources focus of the governmental fund balance sheet. The effect of the differences is illustrated below:

**Capital related items**

When capital assets (land, buildings and improvements, infrastructure and equipment that are to be used in governmental activities) are purchased or constructed, the cost of those assets is reported as expenditures in governmental funds. However, the Statement of Net Position included those capital assets among the assets of the District as a whole.

Construction in progress	\$ 9,362
Land and improvements	5,466,583
Infrastructure	2,134,395
Equipment	79,053
Accumulated depreciation	<u>(1,625,940)</u>
Total	<u>\$ 6,063,453</u>



**Baytree Community Development District  
NOTES TO FINANCIAL STATEMENTS  
September 30, 2019**

**NOTE B – RECONCILIATION OF GOVERNMENT-WIDE AND FUND FINANCIAL STATEMENTS (CONTINUED)**

**2. Explanation of Differences Between the Governmental Fund Operating Statements and the Statement of Activities**

The "net change in fund balances" for government funds (\$72,785) differs from the "change in net position" for governmental activities (\$62,185) reported in the Statement of Activities. The differences arise primarily from the long-term economic focus of the Statement of Activities versus the current financial resources focus of the governmental funds. The effect of the differences is illustrated below:

**Capital related items**

When capital assets that are to be used in governmental activities are purchased or constructed, the resources expended for those assets are reported as expenditures in governmental funds. However, in the Statement of Activities, the costs of those assets is allocated over their estimated useful lives and reported as depreciation. As a result, fund balances decrease by the amount of financial resources expended, whereas net position decrease by the amount of depreciation charged for the year.

Capital outlay	\$ 84,929
Depreciation	(74,329)
Total	<u>\$ 10,600</u>

**NOTE C – CASH AND INVESTMENTS**

All deposits are held in qualified public depositories and are included on the accompanying balance sheet as cash and investments.

**Custodial Credit Risk – Deposits**

Custodial credit risk is the risk that in the event of a bank failure, the District's deposits may not be returned to it. The District does not have a formal deposit policy for custodial credit risk, however, they follow the provisions of Chapter 280, Florida Statutes regarding deposits and investments. As of September 30, 2019, the District's bank balance was \$385,693 and the carrying value were \$385,509. Exposure to custodial credit risk was as follows. The District maintains all deposits in a qualified public depository in accordance with the provisions of Chapter 280, Florida Statutes, which means that all deposits are fully insured by Federal Depositors Insurance or collateralized under Chapter 280, Florida Statutes.

**Baytree Community Development District  
NOTES TO FINANCIAL STATEMENTS  
September 30, 2019**

**NOTE C – CASH AND INVESTMENTS (CONTINUED)**

Investments

As of September 30, 2019, the District had the following investments and maturities:

<u>Investment</u>	<u>Maturity Date</u>	<u>Fair Value</u>
Managed Money Market Fund	N/A	<u>\$ 1,029</u>

The District categorizes its fair value measurements within the fair value hierarchy recently established by generally accepted accounting principles. The fair value is the price that would be received to sell an asset, or paid to transfer a liability, in an orderly transaction between market participants at the measurement date. The hierarchy is based on the valuation inputs used to measure the fair value of the asset. The District uses a market approach in measuring fair value that uses prices and other relevant information generated by market transactions involving identical or similar assets, liabilities, or groups of assets and liabilities.

Assets or liabilities are classified into one of three levels. Level 1 is the most reliable and is based on quoted price for identical assets, or liabilities, in an active market. Level 2 uses significant other observable inputs when obtaining quoted prices for identical or similar assets, or liabilities, in markets that are not active. Level 3 is the least reliable and uses significant unobservable inputs that use the best information available under the circumstances, which includes the District's own data in measuring unobservable inputs.

As of September 30, 2019, the District did not hold any investments subject to the fair value measurement.

Interest Rate Risk

The District does not have a formal investment policy that limits investment maturities as a means of managing its exposure to fair value losses arising from increasing interest rates.

Credit Risk

The District has no investment policy that would further limit its investment choices.

Concentration of Credit Risk

The District places no limit on the amount it may invest in any one fund.

The types of deposits and investments and their level of risk exposure as of September 30, 2019 were typical of these items during the fiscal year then ended.

**Baytree Community Development District**  
**NOTES TO FINANCIAL STATEMENTS**  
**September 30, 2019**

**NOTE D – CAPITAL ASSETS**

Capital Asset activity for the year ended September 30, 2019 was as follows:

	Balance 10/1/18	Additions	Deletions	Balance 09/30/19
<b>Governmental Activities:</b>				
Capital assets, not depreciated:				
Land and improvements	\$ 5,466,583	\$ -	\$ -	\$ 5,466,583
Construction in progress	47,088	9,362	(47,088)	9,362
Total Capital Assets, Not Depreciated	<u>5,513,671</u>	<u>9,362</u>	<u>(47,088)</u>	<u>5,475,945</u>
Capital assets, being depreciated:				
Infrastructure	2,021,266	113,129	-	2,134,395
Equipment	69,527	9,526	-	79,053
Total Capital Assets, Being Depreciated	<u>2,090,793</u>	<u>122,655</u>	<u>-</u>	<u>2,213,448</u>
Less accumulated depreciation for:				
Improvements other than building	(1,482,084)	(67,376)	-	(1,549,460)
Equipment	(69,527)	(6,953)	-	(76,480)
Total Accumulated Depreciation	<u>(1,551,611)</u>	<u>(74,329)</u>	<u>-</u>	<u>(1,625,940)</u>
Total Capital Assets Depreciated, Net	<u>539,182</u>	<u>48,326</u>	<u>-</u>	<u>587,508</u>
Governmental Activities Capital Assets	<u>\$ 6,052,853</u>	<u>\$ 57,688</u>	<u>\$ (47,088)</u>	<u>\$ 6,063,453</u>

Depreciation of \$74,329 was allocated to physical environment.

**NOTE E – INTERFUND ACTIVITY**

Transfers for the year ended September 30, 2019, consisted of the following:

	Transfers In		
Transfers Out	General Fund	Capital Projects Fund	Total
General Fund	\$ -	\$ 253,901	\$ 253,901
Capital Projects	50,000	-	50,000
Total	<u>\$ 50,000</u>	<u>\$ 253,901</u>	<u>\$ 303,901</u>

Transfers out of the General Fund were completed to fund various maintenance projects budgeted in the current year. Transfers out of the Capital Projects Fund was completed to return the unused funds to the General Fund.

**Baytree Community Development District**  
**NOTES TO FINANCIAL STATEMENTS**  
**September 30, 2019**

**NOTE F – LONG-TERM LIABILITIES**

In September 2009, the District secured a revolving line of credit with Regions Bank ("Lender"), not to exceed \$100,000, at an interest rate of prime plus 1.0%, but never less than 4.75% per annum. The District will pay the interest on the loan in monthly installments and the principal amount on demand. The Note was issued to finance authorized District expenses or improvements. The District has renewed the line of credit multiple times, and it now has no maturity date. As of September 30, 2019, the line of credit has not been utilized by the District.

**NOTE G – RISK MANAGEMENT**

The District is exposed to various risks of loss related to torts; theft of, damage to and destruction of assets; errors and omissions; and natural disasters for which the government carries commercial insurance. There were no claims or settled claims from these risks that have exceeded commercial insurance coverage in the past three years.

**NOTE H – HOMEOWNERS' ASSOCIATION AGREEMENT**

In a prior year, the District established a maintenance cost sharing agreement with the Isles of Baytree Homeowners' Association ("Association"). During the fiscal year ended September 30, 2008, the agreement was amended to include certain road resurfacing, gate house and lighting costs and adjusted the number of lots used in calculating certain contribution amounts. Under the terms of the agreement, the District will be reimbursed for certain shared costs. The reimbursements are recorded as revenue by the District. Revenue for the fiscal year ended September 30, 2019 was \$34,202.

**INDEPENDENT AUDITOR'S REPORT ON INTERNAL CONTROL OVER FINANCIAL  
REPORTING AND ON COMPLIANCE AND OTHER MATTERS BASED ON AN AUDIT  
OF FINANCIAL STATEMENTS PERFORMED IN ACCORDANCE WITH  
GOVERNMENT AUDITING STANDARDS**

To the Board of Supervisors  
Baytree Community Development District  
Brevard County, Florida

We have audited, in accordance with the auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards* issued by the Comptroller General of the United States, the financial statements of Baytree Community Development District, as of and for the year ended September 30, 2019, and the related notes to the financial statements, and have issued our report thereon dated April XX, 2020.

**Internal Control Over Financial Reporting**

In planning and performing our audit, we considered Baytree Community Development District's internal control over financial reporting to determine the audit procedures that are appropriate in the circumstances for the purpose of expressing our opinions on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of Baytree Community Development District's internal control. Accordingly, we do not express an opinion on the effectiveness of Baytree Community Development District's internal control over financial reporting.

*A deficiency in internal control* exists when the design or operation of a control does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct misstatements on a timely basis. A *material weakness* is a deficiency, or combination of deficiencies, in internal control, such that there is a reasonable possibility that a material misstatement of the entity's financial statements will not be prevented, or detected and corrected on a timely basis. A *significant deficiency* is a deficiency, or a combination of deficiencies, in internal control that is less severe than a material weakness, yet important enough to merit attention by those charged with governance.

Our consideration of internal control over financial reporting was for the limited purpose described in the first paragraph of this section and was not designed to identify all deficiencies in internal control that might be material weaknesses or significant deficiencies. Given these limitations, during our audit we did not identify any deficiencies in internal control that we consider to be material weaknesses. However, material weaknesses may exist that have not been identified.

To the Board of Supervisors  
Baytree Community Development District

### **Compliance and Other Matters**

As part of obtaining reasonable assurance about whether Baytree Community Development District's financial statements are free of material misstatement, we performed tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements, noncompliance with which could have a direct and material effect on the determination of financial statement amounts. However, providing an opinion on compliance with those provisions was not an objective of our audit, and accordingly, we do not express such an opinion. The results of our tests disclosed no instances of noncompliance or other matters that are required to be reported under *Government Auditing Standards*.

### **Purpose of this Report**

The purpose of this report is solely to describe the scope of our testing of internal control and compliance and the results of that testing, and not to provide an opinion on the effectiveness of the entity's internal control or on compliance. This report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the entity's internal control and compliance. Accordingly, this communication is not suitable for any other purpose.

Berger, Toombs, Elam, Gaines & Frank  
Certified Public Accountants PL  
Fort Pierce, Florida

April XX, 2020



## **MANAGEMENT LETTER**

To the Board of Supervisors  
Baytree Community Development District  
Brevard County, Florida

### **Report on the Financial Statements**

We have audited the financial statements of the Baytree Community Development District as of and for the year ended September 30, 2019, and have issued our report thereon dated April XX, 2020.

### **Auditor's Responsibility**

We conducted our audit in accordance with auditing standards generally accepted in the United States; the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States and Chapter 10.550, Rules of the Florida Auditor General.

### **Other Reporting Requirements**

We have issued our Independent Auditor's Report on Internal Control over Financial Reporting and on Compliance and Other Matters Based on an Audit of Financial Statements Performed in Accordance with *Government Auditing Standards* and our Independent Auditor's Report on an examination conducted in accordance with *AICPA Professionals Standards*, AT-C Section 315, regarding compliance requirements in accordance with Chapter 10.550, Rules of the Auditor General. Disclosures in those reports, which are dated April XX, 2020, should be considered in conjunction with this management letter.

### **Prior Audit Findings**

Section 10.554(1)(i)1., Rules of the Auditor General, requires that we determine whether or not corrective actions have been taken to address findings and recommendations made in the preceding financial audit report. There were no findings or recommendations in the previous financial audit report.

### **Financial Condition and Management**

Section 10.554(1)(i)5.a. and 10.556(7), Rules of the Auditor General, require us to apply appropriate procedures and communicate the results of our determination as to whether or not Baytree Community Development District has met one or more of the conditions described in Section 218.503(1), Florida Statutes, and to identify the specific conditions met. In connection with our audit, we determined that Baytree Community Development District did not meet any of the conditions described in Section 218.503(1) Florida Statutes.

To the Board of Supervisors  
Baytree Community Development District

Pursuant to Sections 10.554(1)(i)5.c. and 10.556(8), Rules of the Auditor General, we applied financial condition assessment procedures for Baytree Community Development District. It is management's responsibility to monitor the Baytree Community Development District's financial condition; our financial condition assessment was based in part on the representations made by management and the review of the financial information provided by the same as of September 30, 2019.

Section 10.554(1)(i)2., Rules of the Auditor General, requires that we communicate any recommendations to improve financial management. In connection with our audit, we did not have any such recommendations.

#### **Additional Matters**

Section 10.554(1)(i)3., Rules of the Auditor General, requires us to communicate noncompliance with provisions of contracts or grant agreements, or abuse, that have occurred, or are likely to have occurred, that have an effect on the financial statements that is less than material but warrants the attention of those charged with governance. In connection with our audit, we did not note any such findings.

#### **Purpose of this Letter**

Our management letter is intended solely for the information and use of the Legislative Auditing Committee, members of the Florida Senate and the Florida House of Representatives, the Florida Auditor General, Federal and other granting agencies, the Board of Supervisors, and applicable management, and is not intended to be and should not be used by anyone other than these specified parties.

Berger, Toombs, Elam, Gaines & Frank  
Certified Public Accountants PL  
Fort Pierce, Florida

April XX, 2020

**INDEPENDENT ACCOUNTANT'S REPORT/COMPLIANCE  
WITH SECTION 218.415, FLORIDA STATUTES**

To the Board of Supervisors  
Baytree Community Development District  
Brevard County, Florida

We have examined Baytree Community Development District's compliance with Section 218.415, Florida Statutes during the year ended September 30, 2019. Management is responsible for Baytree Community Development District's compliance with those requirements. Our responsibility is to express an opinion on Baytree Community Development District's compliance based on our examination.

Our examination was conducted in accordance with attestation standards established by the American Institute of Certified Public Accountants and, accordingly, included examining, on a test basis, evidence about Baytree Community Development District's compliance with those requirements and performing such other procedures as we considered necessary in the circumstances. We believe that our examination provides a reasonable basis for our opinion. Our examination does not provide a legal determination on Baytree Community Development District's compliance with the specified requirements.

In our opinion, Baytree Community Development District complied, in all material respects, with the aforementioned requirements during the year ended September 30, 2019.

Berger, Toombs, Elam, Gaines & Frank  
Certified Public Accountants PL  
Fort Pierce, Florida

April XX, 2020

# SECTION D

# SECTION 1

**SPEED**

Baytree Dr Bet. Glastonbury Pl &amp; Duncastle Ct

City: Melbourne

Project #: FL20\_3077\_001

Day: Wednesday

Date: 2/12/20

**Summary**

Time	< 16	16 - 20	21 - 25	26 - 30	31 - 35	36 - 40	41 - 45	46 - 50	51 - 55	56 - 60	61 - 65	66 - 70	71 +	Total
00:00 AM	0	0	1	1	1	1	1	0	0	0	0	0	0	4
01:00	0	0	0	1	0	0	0	0	0	0	0	0	0	1
02:00	0	0	0	0	0	0	0	0	0	0	0	0	0	0
03:00	0	0	0	2	1	1	0	0	0	0	0	0	0	4
04:00	0	0	5	3	3	0	1	0	0	0	0	0	0	12
05:00	1	1	8	8	3	1	1	0	0	0	0	0	0	23
06:00	0	1	27	25	7	0	0	0	0	0	0	0	0	60
07:00	1	14	57	45	11	0	0	0	0	0	0	0	0	128
08:00	4	19	65	48	8	1	0	0	0	0	0	0	0	145
09:00	6	21	49	43	5	1	0	0	0	0	0	0	0	125
10:00	3	13	78	88	11	2	2	0	0	0	0	0	0	197
11:00	1	28	88	55	9	0	0	0	0	0	0	0	0	181
12:00 PM	0	14	83	69	20	0	1	0	0	0	0	0	0	187
13:00	1	13	76	84	17	2	1	0	0	0	0	0	0	194
14:00	5	7	63	78	19	2	0	0	0	0	0	0	0	174
15:00	3	9	72	76	22	3	1	0	0	0	0	0	0	186
16:00	6	22	68	56	21	2	0	0	0	0	0	0	0	175
17:00	1	17	66	63	9	1	0	0	0	0	0	0	0	157
18:00	1	9	55	72	10	0	0	0	0	0	0	0	0	147
19:00	2	4	43	38	10	1	0	0	0	0	0	0	0	98
20:00	0	2	23	31	7	2	0	0	0	0	0	0	0	65
21:00	0	0	13	26	5	1	0	0	0	0	0	0	0	45
22:00	0	0	3	6	4	3	2	0	0	0	0	0	0	18
23:00	1	0	2	3	1	0	0	0	0	0	0	0	0	7
<b>Totals</b>	<b>36</b>	<b>194</b>	<b>945</b>	<b>921</b>	<b>204</b>	<b>24</b>	<b>9</b>	<b>0%</b>						<b>2333</b>
<b>% of Total</b>	<b>2%</b>	<b>8%</b>	<b>41%</b>	<b>39%</b>	<b>9%</b>	<b>1%</b>	<b>0%</b>							<b>100%</b>

Directional Peak Periods	All Speeds		AM 7-9		NOON 12-2		PM 4-6		Off Peak Volumes	
	Volume	%	Volume	%	Volume	%	Volume	%	Volume	%
AM Volumes	16	97	378	319	7	4	0	0	0	880
% AM	1%	4%	16%	14%	0%	0%	0	0	0	38%
AM Peak Hour	09:00	11:00	11:00	10:00	10:00	10:00	0	0	0	10:00
Volume	6	28	88	88	2	2	0	0	0	197
PM Volumes	20	97	567	602	17	5	0	0	0	1453
% PM	1%	4%	24%	26%	1%	0%	0	0	0	62%
PM Peak Hour	16:00	12:00	12:00	13:00	15:00	22:00	0	0	0	13:00
Volume	6	22	83	84	3	2	0	0	0	194

Street Name	Direction	Percentiles			
		15th	50th	Average	95th
Baytree Dr	Summary	22	26	26	34
					ADT
					2333



**SPEED**

Baytree Dr Bet. Bradwick Way &amp; Daventry Dr

City: Melbourne  
Project #: FL20\_3077\_002Day: Wednesday  
Date: 2/12/20**Summary**

Time	< 16	16 - 20	21 - 25	26 - 30	31 - 35	36 - 40	41 - 45	46 - 50	51 - 55	56 - 60	61 - 65	66 - 70	71 +	Total
00:00 AM	0	0	0	1	0	1	0	0	0	0	0	0	0	2
01:00	0	0	0	1	0	0	0	0	0	0	0	0	0	1
02:00	0	0	0	0	0	0	0	0	0	0	0	0	0	0
03:00	0	1	0	1	0	1	0	0	0	0	0	0	0	3
04:00	0	1	6	2	1	1	0	0	0	0	0	0	0	11
05:00	0	1	6	5	3	3	0	0	0	0	0	0	0	15
06:00	1	4	16	17	4	0	0	0	0	0	0	0	0	42
07:00	2	7	26	38	11	1	0	0	0	0	0	0	0	85
08:00	0	11	44	43	16	2	0	0	0	0	0	0	0	116
09:00	3	8	33	33	8	0	0	0	0	0	0	0	0	85
10:00	5	17	62	47	10	0	0	0	0	0	0	0	0	141
11:00	2	23	61	30	6	1	0	0	0	0	0	0	0	123
12:00 PM	4	14	64	48	12	2	0	0	0	0	0	0	0	144
13:00	4	13	54	48	12	3	0	0	0	0	0	0	0	134
14:00	1	8	38	60	10	1	0	0	0	0	0	0	0	118
15:00	6	11	58	74	12	1	0	0	0	0	0	0	0	162
16:00	3	20	50	42	14	0	0	0	0	0	0	0	0	129
17:00	4	16	39	35	8	0	0	0	0	0	0	0	0	102
18:00	1	7	35	45	6	0	0	0	0	0	0	0	0	94
19:00	1	3	26	26	3	1	0	0	0	0	0	0	0	60
20:00	3	2	13	18	8	0	0	0	0	0	0	0	0	44
21:00	0	1	9	9	4	2	0	0	0	0	0	0	0	25
22:00	0	0	3	5	4	4	0	0	0	0	0	0	0	16
23:00	1	0	0	2	1	0	0	0	0	0	0	0	0	4
<b>Totals</b>	<b>41</b>	<b>168</b>	<b>643</b>	<b>630</b>	<b>153</b>	<b>21</b>								<b>1656</b>
<b>% of Total</b>	<b>2%</b>	<b>10%</b>	<b>39%</b>	<b>38%</b>	<b>9%</b>	<b>1%</b>								<b>100%</b>

Directional Peak Periods		AM 7-9		NOON 12-2		PM 4-6		Off Peak Volumes	
All Speeds		Volume	%	Volume	%	Volume	%	Volume	%
AM Volumes	13	73	254	218	59	7	0	0	0
% AM	1%	4%	15%	13%	4%	0%	0	0	0
AM Peak Hour	10:00	11:00	10:00	10:00	08:00	08:00			
Volume	5	23	62	47	16	2			
PM Volumes	28	95	389	412	94	14	0	0	0
% PM	2%	6%	23%	25%	6%	1%	0	0	0
PM Peak Hour	15:00	16:00	17:00	15:00	16:00	22:00			
Volume	6	20	64	74	14	4			
						</			

Old Tramway Dr Bet. Montrose Way & Chatsworth Dr

City: Melbourne  
Project #: FL20\_3077\_003

Day: Wednesday  
Date: 2/12/20

SPEED

Summary

Time	< 16	16 - 20	21 - 25	26 - 30	31 - 35	36 - 40	41 - 45	46 - 50	51 - 55	56 - 60	61 - 65	66 - 70	71 +	Total
00:00 AM	0	0	0	1	0	0	0	0	0	0	0	0	0	1
01:00	0	0	0	0	0	0	0	0	0	0	0	0	0	0
02:00	0	0	0	0	0	0	0	0	0	0	0	0	0	0
03:00	0	0	1	1	1	0	0	0	0	0	0	0	0	3
04:00	0	1	0	1	0	0	0	0	0	0	0	0	0	2
05:00	0	2	6	3	0	0	0	0	0	0	0	0	0	11
06:00	1	5	13	4	0	0	0	0	0	0	0	0	0	23
07:00	1	12	44	11	1	0	0	0	0	0	0	0	0	69
08:00	8	25	39	9	0	0	0	0	0	0	0	0	0	81
09:00	4	16	31	2	0	0	0	0	0	0	0	0	0	53
10:00	16	35	34	5	0	0	0	0	0	0	0	0	0	90
11:00	4	27	17	5	0	0	0	0	0	0	0	0	0	53
12:00 PM	7	21	44	17	0	0	0	0	0	0	0	0	0	89
13:00	3	22	33	14	0	0	0	0	0	0	0	0	0	72
14:00	5	12	37	9	0	0	0	0	0	0	0	0	0	63
15:00	2	13	56	30	5	0	0	0	0	0	0	0	0	106
16:00	1	14	36	25	5	0	0	0	0	0	0	0	0	81
17:00	4	12	39	13	0	0	0	0	0	0	0	0	0	68
18:00	3	7	38	10	1	0	0	0	0	0	0	0	0	59
19:00	2	13	22	13	0	0	0	0	0	0	0	0	0	50
20:00	1	2	21	7	1	0	0	0	0	0	0	0	0	32
21:00	0	2	7	5	0	0	0	0	0	0	0	0	0	14
22:00	1	2	5	5	4	0	0	0	0	0	0	0	0	17
23:00	1	0	0	0	1	0	0	0	0	0	0	0	0	2
Totals	64	243	523	190	19									1039
% of Total	6%	23%	50%	18%	2%									100%

Directional Peak Periods All Speeds	AM 7-9		NOON 12-2		PM 4-6		Off Peak Volumes	
	Volume	%	Volume	%	Volume	%	Volume	%
AM Volumes	34	123	42	185	0	0	0	386
% AM	3%	12%	4%	18%	0	0	0	37%
AM Peak Hour	10:00	10:00	07:00	07:00				10:00
Volume	16	35	11	44				90
PM Volumes	30	120	338	148	0	0	0	653
% PM	3%	12%	33%	14%				63%
PM Peak Hour	12:00	13:00	15:00	15:00				15:00
Volume	7	22	56	30				106

Street Name	Direction	Percentiles			ADT
		15th	Average	95th	
Old Tramway Dr	Summary	18	23	27	1039

**SPEED**

Kingswood Way Bet. Berwick Way &amp; Ashbourne Ct

City: Melbourne

Project #: FL20\_3077\_004

Day: Wednesday

Date: 2/12/20

**Summary**

Time	< 16	16 - 20	21 - 25	26 - 30	31 - 35	36 - 40	41 - 45	46 - 50	51 - 55	56 - 60	61 - 65	66 - 70	71 +	Total
00:00 AM	0	0	0	0	0	0	0	0	0	0	0	0	0	0
01:00	0	0	0	0	0	0	0	0	0	0	0	0	0	0
02:00	0	0	0	0	0	0	0	0	0	0	0	0	0	0
03:00	0	1	1	1	1	0	0	0	0	0	0	0	0	3
04:00	0	0	1	2	0	0	0	0	0	0	0	0	0	3
05:00	1	1	2	0	0	0	0	0	0	0	0	0	0	4
06:00	1	4	9	1	0	0	0	0	0	0	0	0	0	15
07:00	5	25	32	0	0	0	0	0	0	0	0	0	0	62
08:00	2	17	39	5	0	0	0	0	0	0	0	0	0	63
09:00	6	12	18	7	0	0	0	0	0	0	0	0	0	43
10:00	5	19	18	1	0	0	0	0	0	0	0	0	0	43
11:00	7	32	25	0	0	0	0	0	0	0	0	0	0	64
12:00 PM	2	19	25	4	0	0	0	0	0	0	0	0	0	50
13:00	2	14	27	2	0	0	0	0	0	0	0	0	0	45
14:00	2	15	35	5	0	0	0	0	0	0	0	0	0	57
15:00	6	15	27	2	0	0	0	0	0	0	0	0	0	50
16:00	2	16	28	1	0	0	0	0	0	0	0	0	0	47
17:00	1	19	20	3	0	0	0	0	0	0	0	0	0	43
18:00	1	18	33	4	0	0	0	0	0	0	0	0	0	56
19:00	0	6	14	1	0	0	0	0	0	0	0	0	0	21
20:00	2	7	8	2	0	0	0	0	0	0	0	0	0	19
21:00	0	7	3	2	0	0	0	0	0	0	0	0	0	12
22:00	0	0	5	2	0	0	0	0	0	0	0	0	0	7
23:00	0	0	2	0	0	0	0	0	0	0	0	0	0	2
<b>Totals</b>	<b>45</b>	<b>247</b>	<b>372</b>	<b>45</b>										<b>709</b>
% of Totals	6%	35%	52%	6%										100%

Directional Peak Periods										
All Speeds		AM 7-9			NOON 12-2		PM 4-6		Off Peak Volumes	
		Volume		%	Volume		%	Volume		%
		125		18%	95		13%	90		13%
			↔			↔			↔	

Street Name	Direction	Percentiles
Kingswood Way	Summary	15th 17 50th 22 85th 25 95th 27 ADT 709

## SECTION 2

## **Baytree Board Member Input by Category**

### **Strengths:**

1. Strong Board with business background
2. Professional financial Management
3. Supervisors with specific areas of responsibility
4. Baytree landscape professionally maintained complimenting Baytree as a premier community
5. GMS together with the CDD staff, as partners with the CDD Board
6. Infrastructure Area Assignments to specific Supervisors
7. Working within budgeted amounts
8. Reserve Funds
9. Supervisors willing to work as a team
10. Strong Professional Support Staff(s)
11. Baytree location/ Central to everything but private at same time
12. Baytree Golf Links/ We appreciate without costs to us
13. CDD Organization and performance
14. Baytree topography and landscape - We are the anchor community for the area
15. Excellent Amenities
16. Proximity to I 95 and shopping
17. Well managed
18. Homes have curb appeal and well maintained
19. Grade A schools
20. Excellent relationship with BCA/IOB
21. Focus on resident welfare and responsiveness
22. Gated community

### **Critical Items**

1. **Board/Staff/Contractor excellent working relationships**
2. **Golf Course – Value to the Community**
3. **Location of the Community**
4. **No CDD Debt**
5. **Communication with the BCA**

## **Baytree Board Member Input by Category**

### **Weaknesses:**

1. Budget Process – budget development without Infrastructure Area Supervisor input
2. Limited Reserve Funds
3. Internal politics within Neighborhoods
4. Potential changes to the CDD Board, resulting from elections and resignations.
5. Old Infrastructure and Age of Community
6. President and/or Chairman with short 1 yr tenure
7. Infrastructure getting old
8. One large community (Windsor) controlling the entire community
9. Too few people getting involved in the community/resident apathy (same people all the time)
10. Not a private gated community
11. Inability to communicate with Residents on a timely basis
12. Inconsistent condition of the Golf Course
13. Sunshine Impedes Communication
14. Identity Crisis: Most do not know what the CDD does.

### **Critical Items**

- 1. Aging Infrastructure**
- 2. Keeping Up with Inflation/COLA**
- 3. Soft gate community restrictions**



## **Baytree Board Member Input by Category**

### **Opportunity:**

1. Revise Budget Development Process
2. Plan for long-term increases to Reserve Funds
3. Move to Quarterly Newsletters
  - a. Post every other quarterly Newsletter to Website (only)
  - b. Mail every other quarterly Newsletter to residents & post to Website
4. Rethink Lake Bank Restoration costs based on latest engineering report with aerial pictures.
5. Maximize cost control in order to maintain and limit any budget creep, while providing adequate reserves.
6. Maintain Baytree as a premier community to maximize property values.
7. Continue communications with the BCA and the residents
8. Continue to manage the budget in a fiscally conservative manner
9. Recreational amenity additions
10. Bike lane to keep off sidewalks
11. Take advantage of lower costs to fix up aging community
12. Showcase our community by getting more involved with Brevard County or by possibly setting up a public relations function.
13. Continue to improve the working relationship with the BCA
14. Try to get more people involved
15. Improve relationship with Golf Course
16. Selling community to future potential residents
17. Control Speeding
18. Consider a Welcome Wagon function for new residents.
19. Better communications with residents/owners by establishing a comprehensive contact list in conjunction with the BCA.

### **Critical Items**

1. **Monitor Reserves and Build as Necessary**
2. **Continue Communications/Relations with the BCA/Residents**
3. **Landscaping needs improvement/refreshing**
4. **Develop 5 years plans for all areas of responsibility and infrastructure**
5. **Improve resident participation**
6. **Review process for roadway working**
7. **Maintain and promote Baytree as a premier community**

# **Baytree Board Member Input by Category**

## **Threats**

1. Economy
2. Crime
3. Frequency of law enforcement presence
4. Monitor the golf course to provide early warning of any potential bankruptcy.
5. Control accuracy of information disseminated to Residents, BCA and the Press.
6. Ramifications of affect on the CDD infrastructure due to storms.
7. New Board decides to abolish the CDD.
8. Cost growth of CDD Contractors and getting bids
9. Natural areas around the lakes/ grass, berm, etc
10. Increase appeal of community and therefore property values
11. Create and nurture a sense of community among residents
12. Age of community/ turnover of ownership
13. Size of community/ 461 + homes
14. Build out of the rest of Viera creating stiff competition
15. Widening of Wickham road
16. On going maintenance of aging community
17. Not enough capitol reserves to keep community looking fresh and up to date
18. Poor economy, foreclosures, and short sales, forcing home values down
19. Change in resident demographic
20. Increased assessments
21. Increased property taxes
22. Deterioration of Golf Course
23. Overly restrictive ARC rules and policies

## **Critical Items**

1. **Economy/Property Values**
2. **Growth of Viera**
3. **Monitor Wickham Rd Widening**
4. **Golf Course Interface/Develop contingency plan for golf course closure**

## **Baytree Board Member Input by Category**

### **Mission Statement**

- The Baytree CDD will continue to manage and enhance its operation and assets to assure Baytree's premier status, providing a beautiful/safe/friendly environment for all to enjoy.

## **Baytree Board Member Input by Category**

### **Goals**

#### **1) Reserve Policy**

##### **a. Define Policy -**

#### **2) Improve communication with residents and BCA**

##### **a. Marketing Perspective**

#### **3) Improve participation and volunteerism with residents**

##### **a. Develop materials to solicit volunteers for specific projects**

##### **b. Be aware of changing demographics and respond to those needs**

## SECTION 4

# 7971 Chatham Court

## Shoreline Erosion Issue



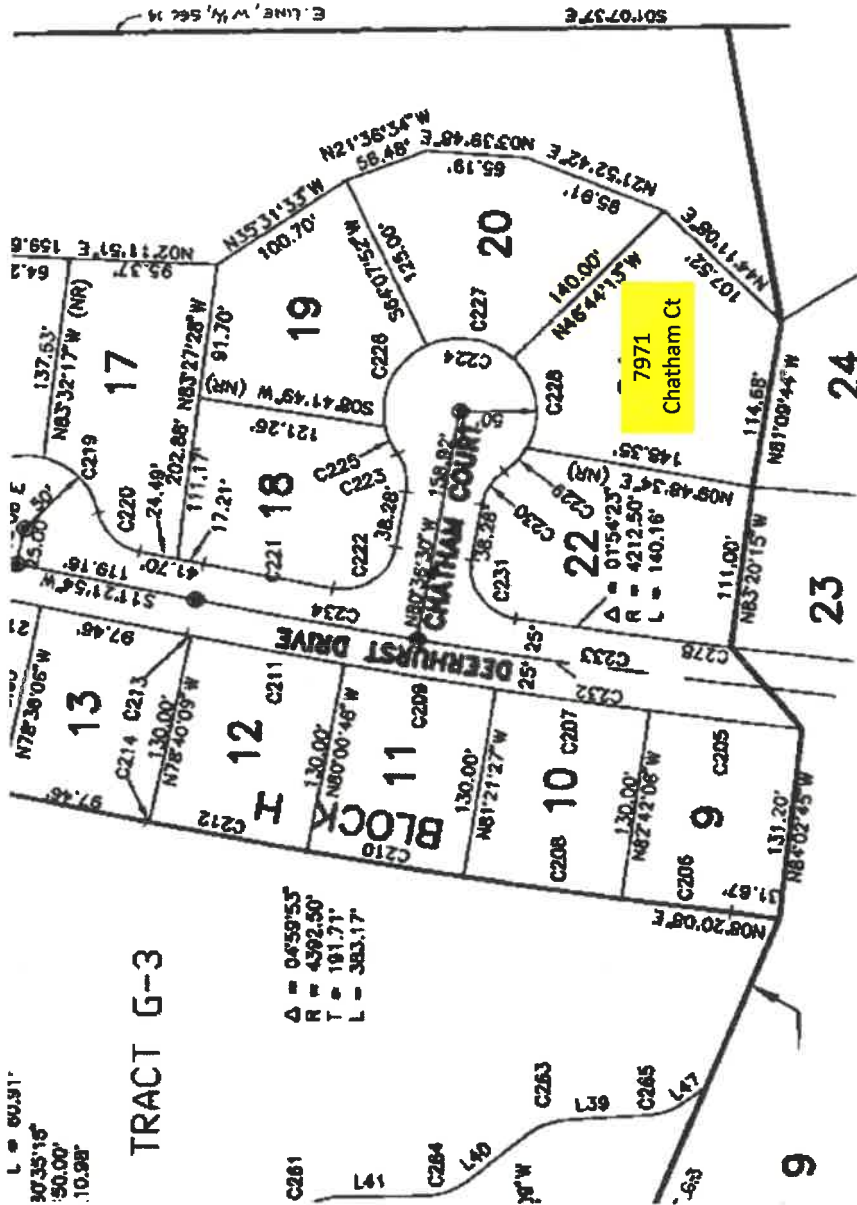
April 21, 2020

Geoffrey Studds  
7971 Chatham Court  
H (321) 757-9911  
C (321) 749-4411

L = 80.91'  
 30°35'15"  
 50.00'  
 10.98'

TRACT G-3

Δ = 0°59'55"  
 R = 4392.50'  
 T = 191.71'  
 L = 383.17'



## 7971 Chatham Court

Parcel ID: 26-36-14-PU-H-21

Curve: C228

Link to 7971 on the Brevard County site:

<https://www.bcpao.us/PropertySearch/#/account/2617540>

Link to Plat data:

<https://www.bcpao.us/docs/plat/2617540>

PLAT BOOK 34 PAGES

SHEET 7 OF 14

SECTIONS 18, 19 TOWNSHIP 26 SOUTH, RANGE 36 EAST

PLAT OF BAYTREE, PLANNED UNIT  
 DEVELOPMENT  
 PHASE I, STAGES 1-5

CURVE	RADIUS	LENGTH	TANGENT	CHORD	BEARING	DELTA
C228	50.00'	66.53'	39.23'	61.73'	N81°23'00"E	76°14'25"

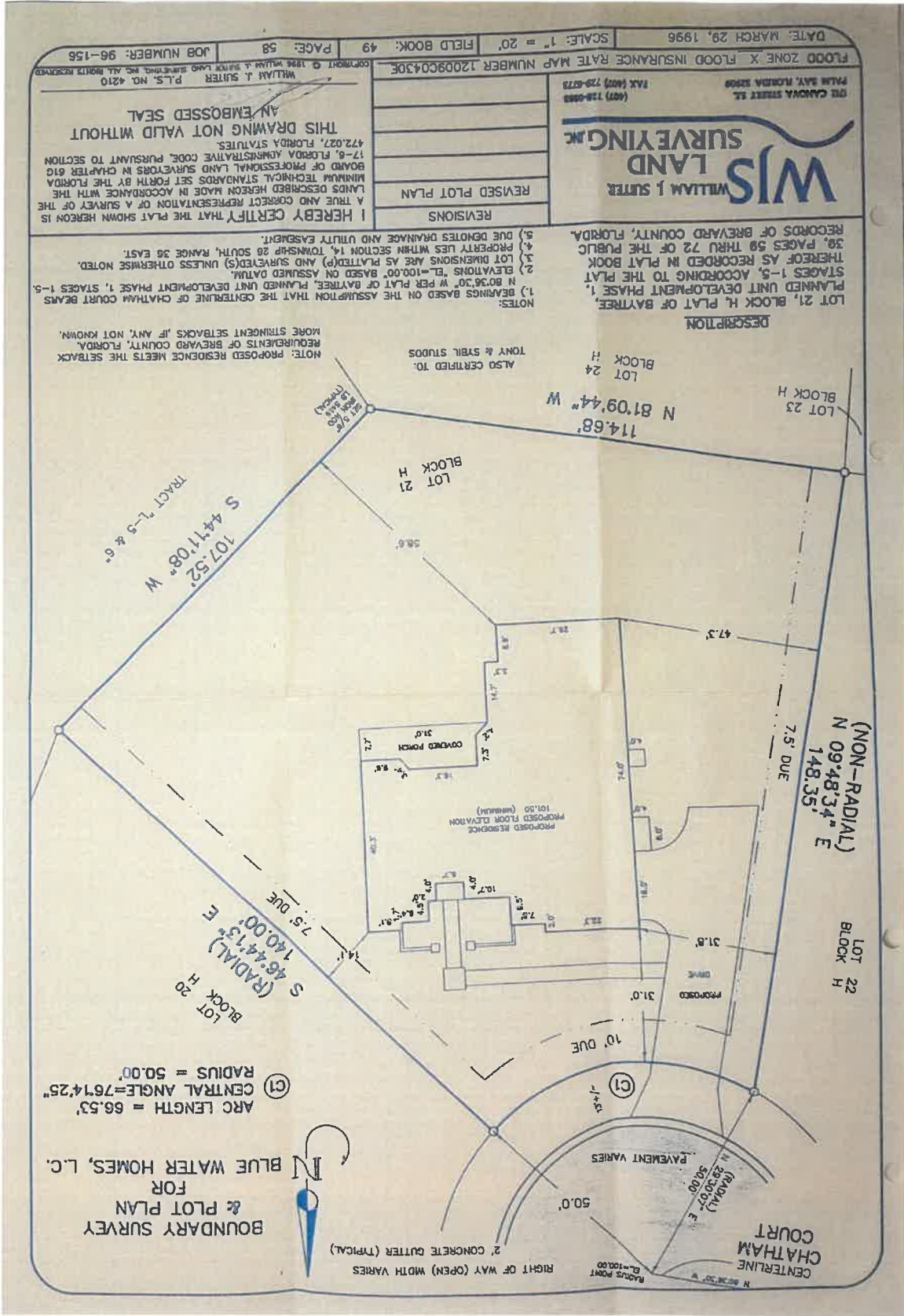


Here is the site plan for 7971 Chatham Court.

I reviewed our personal files and the Brevard County property site, and I could locate no specific drawings relative to the pond or it's measurement.

I'm guessing Baytree and the St John's River Water Management District have other charts.

To study the progression of our pond shoreline over a 24 year period, a series of images is needed. I'd imagine Google Earth could be used. Perhaps Brevard already owns this data.



I found this aerial photograph on the Brevard Property site.

<https://www.bcpao.us/map/>

I was not able to determine, however, if Brevard makes historical photos available for comparative study. I know this photograph was taken within the last year or so, based on features in my yard.







Photo via  
Google Earth

These are the earliest photos I could find of the pond area, from the mid 1990s. At that time, 7971 was the only home on Chatham Court. Our yard had not yet been graded for lawn installation.





In the mid to later 1990s, our lawn had a gradual slope leading to the water's edge. Wading birds could easily walk from the water onto the grass, and there was quite a bit of natural vegetation even within the water.

The constant spraying of herbicide/pesticides onto the lake edges (which actually occurred again a couple days ago) has eliminated the aquatic vegetation that used to serve as erosion control.



This stork is standing near a wax myrtle, several of which were left in place along the pond when our lot was developed. Eventually, they all rotted and died, I believed due to the encroaching marshy-quality of the soil as the bank eroded over time.

The coconut palms to the left of the wax myrtle also died, I believe due to the same issue. We replanted two of them further up the lawn, and they exist today.





During one of our recent conversations, I was asked to estimate the width of lawn that had disappeared over the years due to erosion. I believe I mentioned 4 to 5 feet.

When digging through historical photos, I came across one that supports my claim.

This early photograph, taken from across the pond looking back at 7971 Chatham, shows a roughly 5 foot square railroad tie bird feeding area my father built for my Mom. He lined it with pea gravel, and this made it easier for the birds to pick up the food. (No, we don't feed the birds anymore, as I know local authorities frown upon it.)

Over time, the pond edge eroded, causing the railroad ties to rot and disintegrate. I don't know how long this process actually took, as I couldn't find other photos of the feeding area. I did think it was completely gone, though.

THEN, when photographing the pond edge a couple weeks ago, the low water level helped me to make a surprising discovery...





...the railroad tie from the uppermost edge of the feeding area is still lodged in what is now the pond waterline. We had no idea it was still there!

I know it is the upper edge of the feeding area, given that quite a bit of pea gravel is still sitting at what is now the bottom surface of the pond. This clearly proves a good five feet of land has been lost to erosion.







Here's the pea gravel sitting in what used to be the feeder area.

This railroad tie is typically submerged when the water level of the pond is near its normal state.



A few months ago, I stopped mowing a 6 foot wide strip at the pond's edge, as the mower was getting it bogged down in the marshy ground. I'm leaving it long, as I believe the growth will help slow erosion.

This photo demonstrates how much my foot sinks into the ground in this area, so one can envision what a heavy mower might encounter.



The vast majority of the vegetation in this strip is weed and other non-St Augustine. I worry this growth will continue to invade our once nice lawn. I'm considering the creation of a 2 foot wide strip of "weed break" along the edge of the good lawn. I would regularly spray the break with herbicide in the effort to slow/stop the invasive growth across that line.

Most troubling, you can see a line forming within the unmowed strip. I believe this is the next layer of land beginning to slough off into the pond.

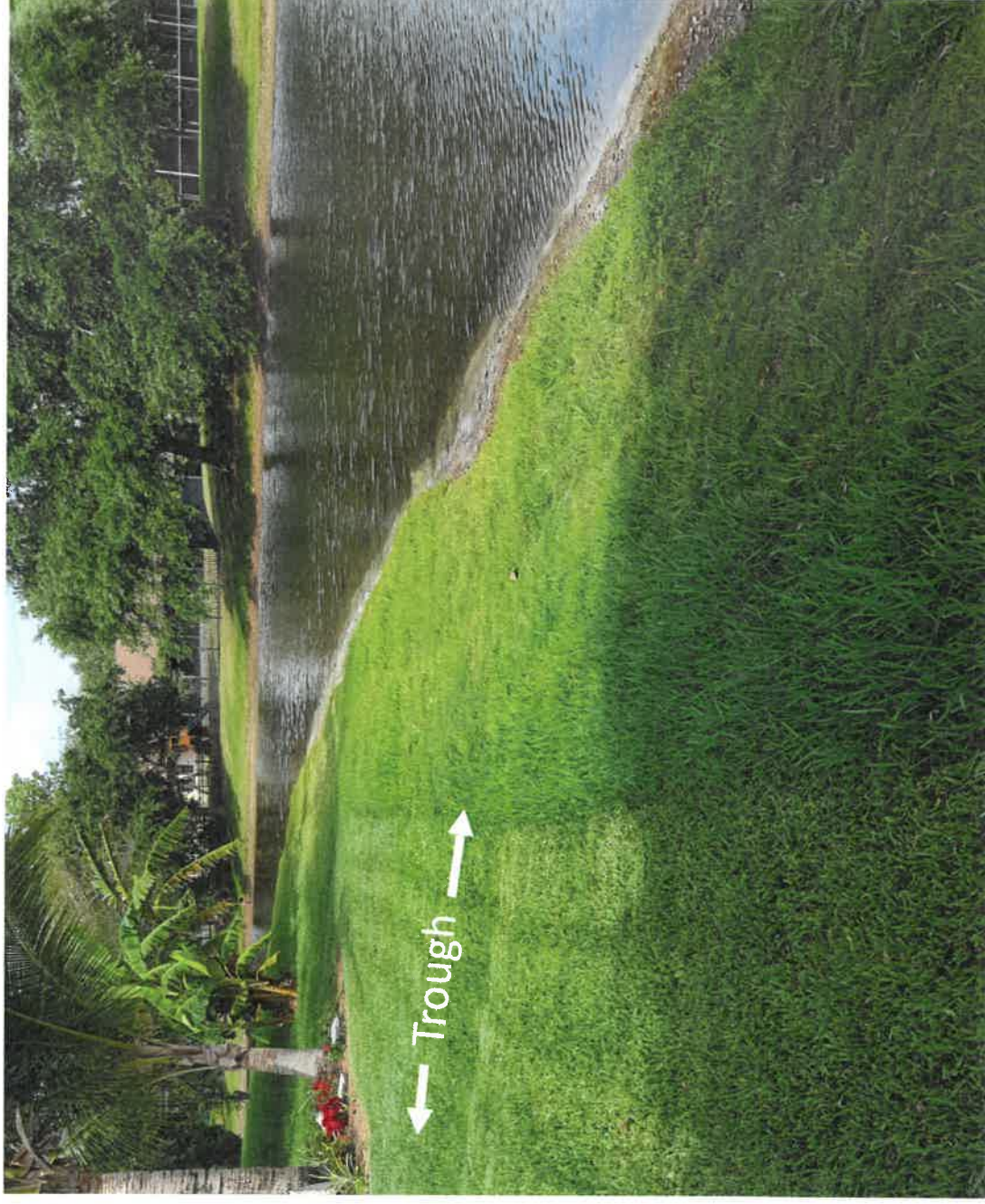


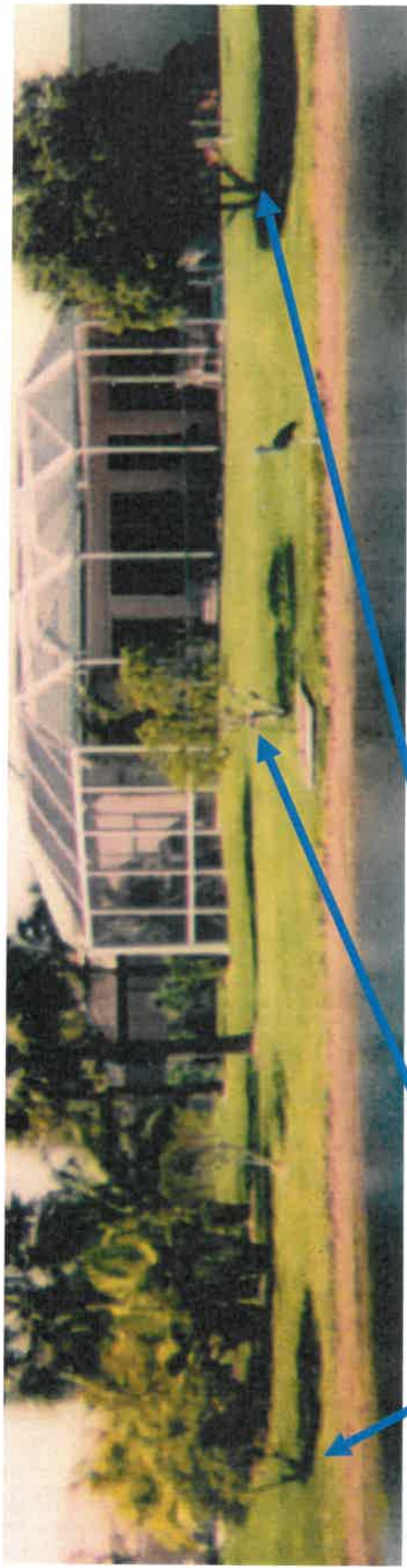


Looking at the same photo again, there's one other item that bears mentioning.

As the land continues its march downwards and into the pond, a trough is forming perpendicular to the water's edge. I know this feature is progressing over time, as it used to be just a slight undulation when walking across it. Over the last year or so, it has become far more pronounced/deep when I mow across it each week...and it often has a marshy consistency.

I fear the trough will continue to develop further up the lawn towards our home if nothing is done to abate the situation.





Wax myrtle  
trees

Here's a close up of the same feeder picture from an earlier slide. I want to point out the three wax myrtle trees that used to exist along the banking. If you notice, they are all about 7-8 feet from what was then the pond edge.

Over time, they all rotted and died. I don't believe it was coincidence.



This photograph tells the complete story.

The jagged, unnatural shape of the current shoreline (yellow)

versus

The smooth shoreline planned by the property developer (blue).



Please ignore the white PVC pipe in this and other photos, as we've moved it over time. It cannot serve as a benchmark.

This pipe was not a marker established by Baytree. We used to have a decoy bird sitting on it.

## Why our shoreline?

It does not appear that the shoreline on the opposite side of the pond has sustained as much erosion. I believe it's because our (west) side of the pond is directly exposed to easterly storms, and the wind they bring. The pond side of our home gets slammed when hurricanes strike. We generally notice, year-round, that wind currents cause the water to beat on our shore more frequently and violently than against our neighbor's shore across the way.

## Summary

In summary, I'm raising this erosion issue with Baytree for the following reasons:

- We've noticed an **acceleration** of the erosion damage in the last year or so.
- This damage is causing **physical destruction of the land** (lawn, trees, etc.)
- The damage is **significant**. A five foot wide strip of land, times the 107 foot length of shoreline along our lot, amounts to approximately 535 square feet of land...gone. This is pretty alarming.

We sincerely appreciate Baytree's assistance in helping us to resolve this issue,

Sybil & Geoff Studds  
7971 Chatham Court



# SECTION 5

# 2020 SPECIAL DISTRICTS QUALIFYING PROCEDURE

(Dates are subject to change)

## Florida Statute 99.061

All special district candidates shall qualify by paying a filing fee of \$25.00 or by the petition process pursuant to Florida Statute 99.095. Notwithstanding Florida Statute 106.021, a Special District candidate who does not collect contributions and whose only expense is the filing fee or signature verification fee is not required to appoint a campaign treasurer or designate a primary campaign depository.

### Candidates who WILL NOT incur election expenses or contributions will do the following:

1. If you choose to file by petition method, you need to collect 25 signatures of qualified electors in the district.  
***Petitions must be submitted by Noon on May 11, 2020.***
2. Qualifying begins at **Noon on June 8 and ends at Noon on June 12, 2020.** To qualify you must present the items listed below (all items MUST be received by the end of the qualifying period):
  - Form 1 – Statement of Financial Interest
  - Loyalty Oath/Oath of Candidate
  - The amount of \$25.00 for your qualifying fee.
  - Candidates filing by the petition method are not required to pay the qualifying fee, however, will be charged .10 for each petition card viewed.

### Candidates who WILL incur election expenses or contributions will do the following:

1. File DS-DE9 Appointment of Campaign Treasurer/Designation of Campaign Depository (open campaign account). This may be completed at any time prior to qualifying, but MUST be completed by the time you qualify.
2. Read Chapter 106 of the Florida Statutes, and submit a Statement of Candidate.
3. If you choose to file by petition method, you need to collect 25 signatures of qualified electors in the district. Form DS-DE9 Appointment of Campaign Treasurer Designation of Campaign Depository must be filed prior to collecting petitions. ***Petitions must be submitted by Noon on May 11, 2020.***
4. Qualifying begins at **Noon on June 8 and ends at Noon on June 12, 2020.** To qualify you must present the items listed below (all items MUST be received by the end of the qualifying period):
  - Form 1 – Statement of Financial Interest
  - Loyalty Oath/Oath of Candidate
  - The amount of \$25.00 for your qualifying fee.
  - Candidates filing by the petition method are not required to pay the qualifying fee, however, will be charged .10 for each petition card viewed.

## SECTION V

# SECTION A

Item #	Action Item	Assigned To:	Status	Date Added	Estimated Start	Estimated Completion	Comments/Estimated Completion
1	Sidewalk/Tree Repair	Viasalvers	Complete	3/26/19	April 2019	February 2020	Complete
2	Fence Along Rec Center	Viasalvers	Complete	3/26/19	May 2019	February 2020	Complete
3	Gate System on Pool Facility	Viasalvers	Ongoing	4/3/19	March 2020	May 2020	Main work is complete, awaiting facility reopening information prior to sending out new keys to residents.
4	Kingswood Way Drainage	Viasalvers	Ongoing	6/5/19		April 2020	Starting April 2020
5	Lake 1 Access/2020 Lake Bank Repair	Viasalvers	Ongoing	6/5/19			
6	Gate Repair Company Quotes	Viasalvers	Ongoing	12/4/19	Dec-19		Awaiting Final Vendor Schedule Quote for Quarterly Service Attached



# PROPOSAL

M - Maint / PM Only

Valid for 45 days unless otherwise noted

**Proposal #:** 32509

**Date:** 02/20/2020

**Pymt Terms** 50% Net USC

**Start Date:**

**Bid Code** Commercial

## PM Contract and Programming

**Prepared by:** Jordan Harpold  
FDC Melbourne  
658-2 Washburn Rd, Melbourne FL

**o:** 321-254-8011 x.999  
**c:** 321-544-5814  
**e:** [jharpold@fdc.com](mailto:jharpold@fdc.com)

**Mailing** Florida Door Control of Orlando, Inc. 658-2  
**Address:** Washburn Rd., Melbourne, FL 32934  
**Toll Free:** 800-321-6487 **Fax:** 321-259-8725

### Billing:

Baytree HOA  
C/O GMS Central Florida  
219 E. Livingston St.  
Orlando, FL 32801

### Location:

Baytree HOA  
201 Baytree Dr.  
Melbourne, FL 32940

### Prepared for:

William Viasalyers

### Phone:

(407) 451-4047

### Email:

[wviasalyers@gmscfl.com](mailto:wviasalyers@gmscfl.com)

### Sales Person

Jordan Harpold

### Proposed Service:

Quarterly preventative maintenance inspections on the following equipment.

- 2 Main entry Liftmaster mega arm barrier gates.
- 2 Main exit Liftmaster mega arm barrier gates.
- 1 Residence only entry Liftmaster mega arm barrier gate.
- 1 Residence only exit Liftmaster mega arm barrier gate.
- 12 Loops Saw cut in asphalt.
- 2 Transcore RFID readers. ( 1 main entry and 1 residence only entry)
- 2 Elite CSW swing gate operators. ( Residence only entry and exit)
- 4 Magnetic Locks ( 2 per swing gate on residence only gates)

Programming contract will only go into effect once new Emerge panel is in place. FDC will need the Ip address of the emerge panel as well as the log in credentials.

NAME	DESCRIPTION	QTY
	1 Year Quarterly Maintenance Inspections	1
	1 Year Programming Contract	1

### NOTE:

Signature \_\_\_\_\_ Date \_\_\_\_\_ **TOTAL** **\$3,180.00**  
Print \_\_\_\_\_

## SECTION B



## SECTION 2

# Memo

<b>To:</b>	Baytree CDD, c/o GMS		
<b>From:</b>	Jeremy Reiderman	<b>Email:</b>	Jeremy.Reiderman@atkinsglobal.com
<b>Phone:</b>	321-775-6654	<b>Date:</b>	5/6/2020
<b>Ref:</b>	<b>cc:</b>		
<b>Subject:</b>	Baytree Civil Site Work Summary for May Board Meeting		

- 1) Roadway Paving
  - (a) An on-site meeting was held between Atlantic Paving, GMS, Mr. Mills, and Atkins. The contractor explained surface variations would not affect the longevity of the asphalt life.
  
- 2) Lake Bank Restoration
  - (a) Contractor will not be on site until the 4<sup>th</sup> quarter of 2020.
  - (b) The contractor's price is per linear foot. A mobilization cost is not broken out in the contract. Per additional conversations with Mr. Andersen, the cost is purely based on per linear footage, without any discount for doing more work at a time. For this reason, it does not matter that the full budget was not used.
  - (c) Mr. Darby wants to possibly add 2021 work to be done with current 2020 work scheduled for the 4<sup>th</sup> quarter. This approach could allow the 2021 work to be done at the lesser 2020 cost.
  - (d) Per a site visit to 7971 Chatham Ct. property can be added to the 2021 Lake Bank work.

## SECTION 3

**Baytree Community Development District**  
219 E Livingston St, Orlando Florida 32801

# Memorandum

**DATE:** May 6<sup>th</sup>, 2020

**TO:** Jason Showe  
District Manager

via email

**FROM:** William Viasalyers  
Field Services Manager

**RE:** Baytree CDD Monthly Managers Report – May 6<sup>th</sup>, 2020

The following is a summary of activities related to the field operations of the Baytree Community Development District.

**Lakes:**

1. Ecor Aquatic contractor continues to work on the lakes addressing any issues.

**Landscaping:**

1. Staff continues to meet with Tropic Care every other week to do landscape inspections.
2. Tropic Care has installed the quarterly annuals.
3. Landscaping enhancements around pool area-Complete
4. Tropic Care cleaned up foliage and trimmed oak trees along Kingswood Dr and in multiple areas throughout the property.
5. Multiple irrigation issues have been resolved.

**Pool:**

1. The pool area is being maintained with no current issues

**Other:**

1. Fence replacement update-Complete
2. Landscaping project next to SCCU bank-In progress
3. Key card access system update
4. Sidewalk grinding update-Multiple areas completed throughout the community

Should you have any questions please call me at 407-451-4047

Respectfully,

William Viasalyers

## SECTION VI



# SECTION A

# Baytree

## Community Development District

### Summary of Check Register

January 27, 2020 to April 28 ,2020

Fund	Date	Check No.'s	Amount
General Fund	1/27/20	53631-53633	\$ 13,189.24
	2/5/20	53634-53636	\$ 4,197.66
	2/11/20	53637-53641	\$ 16,142.19
	2/12/20	53642-53645	\$ 4,044.88
	2/21/20	53646-53653	\$ 16,178.24
	3/2/20	53654	\$ 6,528.48
	3/11/20	53655-53656	\$ 7,211.33
	3/17/20	53657-53662	\$ 5,532.77
	3/19/20	53663-53670	\$ 22,711.52
	4/2/20	53671-53672	\$ 5,865.58
	4/7/20	53673-53675	\$ 32,011.48
	4/13/20	53676-53680	\$ 17,381.24
	4/17/20	53681-53684	\$ 13,786.48
	4/24/20	53685	\$ 357.52
	4/27/20	53686-53692	\$ 14,766.32
			<hr/>
			\$ 179,904.93
Capital Projects Fund	2/21/20	98	\$ 300.00
	3/2/20	99	\$ 200.00
	3/19/20	100	\$ 4,531.72
	4/27/20	101	\$ 1,674.00
			<hr/>
			\$ 6,705.72
Pavement Management Fund	2/12/20	14	\$ 11,749.50
	3/2/20	15	\$ 27,415.50
			<hr/>
			\$ 39,165.00
Payroll	<u>February 2020</u>		
	Carolyn E. Witcher	50449	\$ 184.70
	Gilbert M. Mills Jr.	50450	\$ 184.70
	Jerome S. Darby	50451	\$ 184.70
	Richard C Bosseler	50452	\$ 184.70
	Richard L. Brown	50453	\$ 184.70
			<hr/>
			\$ 923.50
			<hr/>
			<b>\$ 226,699.15</b>

BAYTREE GENERAL FUND  
 BANK A BAYTREE CDD-GENERAL

CHECK DATE	VEND#	.....INVOICE.....	DATE	INVOICE	YRMO	DPT	ACCT#	SUB	SUBCLASS	VENDOR NAME	STATUS	AMOUNT	....CHECK.... AMOUNT
1/27/20	00200	1821822	1/22/20	202001	320-53800-34500					DOTHAN SECURITY INC	*	3,264.24	3,264.24 053631
		SECURITY 01/16-01/22/20											
1/27/20	00124	111819	11/18/19	201911	320-53800-51200					DOTHAN SECURITY INC	*	1,950.00	1,950.00 053632
		SIDEWALK/CURB CLEANING											
1/27/20	00016	41506	1/08/20	202001	320-53800-47300					KENNETH G HORN	*	7,750.00	7,750.00 053633
		LANDSCAPE MAINT JAN20											
1/14/20	41591	202001	320-53800-47400								*	150.00	150.00 053634
		INSTALL VALVE 01/14											
1/14/20	41592	202001	320-53800-47400								*	75.00	75.00 053635
		IRRIGATION REPAIR 01/14											
2/05/20	00019	1215	2/01/20	202002	320-53800-46200					TROPIC-CARE OF FLORIDA, INC.	*	625.00	625.00 053636
		POOL MAINTENANCE FEB20											
2/05/20	00200	1821834	1/29/20	202001	320-53800-34500					BEACH POOL SERVICE	*	3,264.24	3,264.24 053637
		SECURITY 01/23-01/29/20											
2/05/20	00052	645312	1/24/20	202001	320-53800-47500					DOTHAN SECURITY INC	*	308.42	308.42 053638
		POOL/MONUMENT LIGHTS											
2/11/20	00012	1920205	1/21/20	201912	310-51300-31100					FLORIDA BULB & BALLAST INC.	*	2,493.00	2,493.00 053639
		ENG/CONSTR SRVCS DEC19											
1/21/20	1920206	201912	310-51300-31100								*	1,040.00	1,040.00 053640
		WO 2020-2 LAKE BANK DEC19											
1/21/20	1920207	201912	310-51300-31100								*	800.00	800.00 053641
		WO 2020-03 PAVEMENT DEC19											
1/21/20	1920208	201912	310-51300-31100								*	351.00	351.00 053642
		WO 2020-4 POOL PAV DEC19											
1/27/20	1920641	202001	310-51300-31100								*	2,600.00	2,600.00 053643
		WO 2020-4 POOL PAV JAN20											
2/11/20	00004	160306	12/31/19	201912	310-51300-31500					ATKINS	*	7,284.00	7,284.00 053644
		CORRES/BOARD MTG/REVIEW											
2/11/20	00021	202001	310-51300-34000							BILLING, COCHRAN LYLES, MAURO&RAMSEY	*	2,610.00	2,610.00 053645
		MANAGEMENT FEES-FEB20											
2/11/20	00021	202001	310-51300-34000								*	3,411.50	3,411.50 053646
		MANAGEMENT FEES-FEB20											

BAYT --BAYTREE-- MBYINGTON

BAYTREE GENERAL FUND  
 BANK A BAYTREE CDD-GENERAL

CHECK DATE	VEND#	INVOICE DATE	INVOICE	EXPENSED TO YRMO DPT ACCT# SUB	SUBCLASS	VENDOR NAME	STATUS	AMOUNT	....CHECK.... AMOUNT #
2/01/20	358	202001	310-51300-35100				*	133.33	
			INFO TECH-FEB20						
2/01/20	358	202001	310-51300-51000				*	23.52	
			OFFICE SUPPLIES						
2/01/20	358	202001	310-51300-42000				*	7.50	
			POSTAGE						
2/01/20	358	202001	310-51300-42500				*	85.50	
			COPIES						
2/11/20	00074	1/23/20	348051	202001	320-53800-46200	GOVERNMENTAL MANAGEMENT SERVICES	*	222.50	3,661.35 053639
			POOL HEATER INSPECTION						
2/11/20	00021	2/01/20	359	202002	320-53800-34000	SPIES POOL, LLC.	*	2,320.75	222.50 053640
			FIELD MANAGEMENT - FEB 20						
2/01/20	359	202002	320-53800-51100				*	43.59	
			HOME DEPOT						
2/12/20	00193	2/01/20	15800140	202002	320-53800-46200	GOVERNMENTAL MANAGEMENT SERVICES	*	431.00	2,364.34 053641
			JANITORIAL SERVICE FEB20						
2/12/20	00200	2/05/20	1821871	202002	320-53800-34500	COVERALL NORTH AMERICA, INC DBA	*	3,264.24	431.00 053642
			SECURITY 01/30-02/05/20						
2/12/20	00008	2/04/20	6-917-53	202001	310-51300-42000	DOTHAN SECURITY INC	*	149.64	3,264.24 053643
			DELIVERIES 01/29/20						
2/12/20	00219	1/31/20	2042	202001	310-51300-31100	FEDEX	*	200.00	149.64 053644
			GOOGLE STREET VIEW						
2/21/20	00047	2/20/20	S114438	202002	320-53800-41100	MARTIN GALLAGHER LLC	*	512.60	200.00 053645
			GATE REPAIR 02/13/20						
2/21/20	00200	2/12/20	1821883	202002	320-53800-34500	ACCESS CONTROL TECHNOLOGIES	*	3,264.24	512.60 053646
			SECURITY 02/06-02/12/20						
2/21/20	00039	1/07/20	366827	202001	320-53800-47000	DOTHAN SECURITY INC	*	2,540.00	3,264.24 053647
			AQUATIC WEED CNTRL JAN20						

BAYT --BAYTREE-- MBYINGTON

CHECK DATE	VEND#	INVOICE DATE	INVOICE	YRMO	DPT	ACCT#	SUB	SUBCLASS	VENDOR NAME	STATUS	AMOUNT	....CHECK.... AMOUNT #
BANK A BAYTREE CDD-GENERAL												
1/29/20	36828	202001	320-53800-47000							*	480.00	
1/29/20	368223	202001	320-53800-41100							*	60.00	
ECOR INDUSTRIES												
2/21/20	00053	1/06/20	332-4543	202001	320-53800-49000					*	68.40	3,080.00 053648
NO TRUCKS ALLOWED SIGN												
FASTSIGNS												
2/21/20	00021	2/04/20	360	202001	320-53800-51300					*	210.00	68.40 053649
TENNIS COURT WALL REPAIR												
GOVERNMENTAL MANAGEMENT SERVICES												
2/21/20	00220	2/14/20	20-3077	202002	320-53800-49000					*	640.00	210.00 053650
SPEED TUBE MACHINE COUNTS												
NATIONAL DATA & SURVEYING SERVICES												
2/21/20	00016	2/03/20	41646	202002	320-53800-47300					*	7,750.00	640.00 053651
2/12/20	41730	202002	320-53800-47400							*	564.00	
IRRIGATION REPAIRS/REPLACE												
TROPIC-CARE OF FLORIDA, INC.												
2/21/20	00084	2/17/20	58627	202002	320-53800-49000					*	89.00	8,314.00 053652
RENT STORAGE MAR20												
VIERA STORAGE COMPANY												
3/02/20	00200	2/19/20	1821893	202002	320-53800-34500					*	3,264.24	89.00 053653
2/26/20	1821906	202002	320-53800-34500							*	3,264.24	
SECURITY 02/13-02/19/20												
SECURITY 02/20-02/26/20												
DOTHAN SECURITY INC												
3/11/20	00021	3/01/20	361	202003	310-51300-34000					*	3,411.50	6,528.48 053654
MANAGEMENT FEE - MAR20												
3/01/20	361	202003	310-51300-35100							*	133.33	
3/01/20	361	202003	310-51300-51000							*	.60	
3/01/20	361	202003	310-51300-42000							*	9.05	
3/01/20	361	202003	310-51300-42500							*	33.75	
3/01/20	362	202003	320-53800-34000							*	2,320.75	
FIELD MANAGEMENT - MAR20												

AP300R

\*\*\* CHECK DATES 01/27/2020 - 04/28/2020 \*\*\* YEAR-TO-DATE ACCOUNTS PAYABLE PREPAID/COMPUTER CHECK REGISTER RUN 4/29/20 PAGE 4

BAYTREE GENERAL FUND  
BANK A BAYTREE CDD-GENERAL

CHECK DATE	VEND#	INVOICE DATE	INVOICE	YRMO	DPT	ACT#	SUB	SUBCLASS	VENDOR NAME	STATUS	AMOUNT	.....CHECK..... AMOUNT	#
3/01/20	362	202003	320-53800-51100						HOME DEPOT/HOMEDEPOT.COM	*	77.44	5,986.42	053655
3/11/20	00021	3/06/20	363	202002	320-53800-46200				GOVERNMENTAL MANAGEMENT SERVICES	*	1,050.00		
3/06/20	363	202002	320-53800-46200						P.WSH.POOL AREA/BENCH RPR	*	174.91		
									MATERIALS	*			
3/17/20	00019	3/01/20	1395	202003	320-53800-46200				GOVERNMENTAL MANAGEMENT SERVICES	*	625.00	1,224.91	053656
									POOL MAINTENANCE MAR20	*			
3/17/20	00193	3/01/20	15800146	202003	320-53800-46200				BEACH POOL SERVICE	*	431.00	625.00	053657
									JANITORIAL SERV-MAR20	*			
3/17/20	00200	3/11/20	1821956	202003	320-53800-34500				COVERALL NORTH AMERICA, INC DBA	*	3,244.81	431.00	053658
									SECURITY 3/5-3/11/20	*			
3/17/20	00123	3/06/20	W19285	202003	320-53800-47500				DOTHAN SECURITY INC	*	331.96	3,244.81	053659
									REPAIR LIFT LIGHT	*			
3/17/20	00221	3/12/20	031220	202003	320-53800-49100				EAU GALLIE ELECTRIC INC.	*	550.00	331.96	053660
									RMV VENTS/PAINT WALLS	*			
3/17/20	00016	2/19/20	41757	202002	320-53800-47200				GARY WATSON	*	350.00	550.00	053661
									RMV TREE/CUT	*			
3/19/20	00012	2/20/20	1922137	202001	310-51300-31100				TROPIC-CARE OF FLORIDA, INC.	*	3,312.50	350.00	053662
									ENG/CONSTR SVCS JAN20	*			
2/20/20	1922138	202001	310-51300-31100						WO 2020-2/LAKE BANK JAN20	*	720.00		
2/20/20	1922139	202001	310-51300-31100						WO 2020-3/PAVEMENT JAN20	*	1,136.00		
2/20/20	1922140	202001	310-51300-31100						WO 2020-4/POOL 1/27-1/31	*	1,329.00		
									ATKINS	*			
3/19/20	00047	2/29/20	S114798	202002	320-53800-41100				GATE REPAIR 2/28/20	*	358.78	6,497.50	053663
									ACCESS CONTROL TECHNOLOGIES	*			
									BAYT --BAYTREE--			358.78	053664
									MBYINGTON				



CHECK DATE	VEND#	INVOICE DATE	INVOICE YRMO	EXPENSED TO DPT ACCT#	SUB SUBCLASS	VENDOR NAME	STATUS	AMOUNT	....CHECK.... AMOUNT #
3/19/20	00004	1/31/20	160848	202001	310-51300-31500	BILLING, COCHRAN, LYLES, MAURO&RAMSEY	*	1,080.00	1,080.00 053665
3/19/20	00200	3/04/20	1821943	202003	320-53800-34500	SECURITY 02/27-03/04/20	*	3,264.24	3,264.24
3/19/20	00039	2/05/20	370087	202002	320-53800-47000	LAKE MAINTENANCE FEB20	*	2,540.00	3,264.24 053666
3/19/20	00210	3/12/20	20493A	202003	320-53800-46900	FOUNTAIN MAINT MAR20	*	175.00	2,540.00 053667
3/19/20	00016	12/12/19	41437	201912	320-53800-47200	OAK LIMBS/TREE STUMPS	*	550.00	175.00 053668
3/02/20	41838	202003	320-53800-47300	LANDSCAPE MAINT MAR20			*	7,750.00	
3/03/20	41869	202003	320-53800-47400	IRRIGATION REPAIRS			*	407.00	
3/19/20	00084	3/17/20	59147	202003	320-53800-49000	STORAGE RENT APR20	*	89.00	8,707.00 053669
4/02/20	00021	4/01/20	364	202004	310-51300-34000	MANAGEMENT FEES - APR20	*	3,411.50	89.00 053670
4/01/20	364	202004	310-51300-35100	INFO TECH - APR20			*	133.33	
4/02/20	00021	4/01/20	365	202004	320-53800-34000	FIELD MANAGEMENT-APR20	*	2,320.75	3,544.83 053671
4/07/20	00200	3/18/20	1821966	202003	320-53800-34500	SECURITY 03/12-03/18/20	*	3,264.24	2,320.75 053672
3/25/20	1821980	202003	320-53800-34500	SECURITY 03/19-03/25/20			*	3,264.24	
4/07/20	00222	4/07/20	040720	202004	320-53800-47400	REIMBURSEMENT-PIPE REPAIR	*	160.00	6,528.48 053673
					BRIAN & SUSAN HODGERS			160.00	160.00 053674

CHECK DATE	VEND#	INVOICE DATE	INVOICE	YRMO	DPT	ACCT#	SUB	SUBCLASS	VENDOR NAME	STATUS	AMOUNT	....CHECK.... AMOUNT #
4/07/20	00016	3/04/20	41884	202003	300-13100-10400				LANDSCAPE IMPROVEMENTS	*	24,959.00	
		3/06/20	41891	202003	300-13100-10400				BOSTON FERNS/CROTON INSTL	*	364.00	
									TROPIC-CARE OF FLORIDA, INC.			25,323.00 053675
4/13/20	00047	2/28/20	32717	202002	300-13100-10300				POOL GATE INSTALL	*	8,135.00	
		2/28/20	32717	202002	300-13100-10300				POOL GATE INSTALL	V	8,135.00-	
									ACCESS CONTROL TECHNOLOGIES			.00 053676
4/13/20	00059	1/30/20	13229	202001	300-13100-10300				SIDEWALK REPAIR-328SQFT	*	4,488.00	
									DON BO, INC.			4,488.00 053677
4/13/20	00200	4/01/20	1822016	202003	320-53800-34500				SECURITY 03/26-04/01/20	*	3,264.24	
									DOTHAN SECURITY INC			3,264.24 053678
4/13/20	00216	3/16/20	21056	202003	300-13100-10300				FENCE INSTALL COMPLETED	*	2,729.00	
									SUPERIOR FENCE & RAIL			2,729.00 053679
4/13/20	00016	3/16/20	41933	202003	300-13100-10300				PLAYGROUND AREA-LNDSCE	*	6,900.00	
									TROPIC-CARE OF FLORIDA, INC.			6,900.00 053680
4/17/20	00047	2/28/20	32717	202002	300-13100-10300				PROXIMITY READERS/LOCKS	*	6,508.00	
									ACCESS CONTROL TECHNOLOGIES			6,508.00 053681
4/17/20	00200	4/08/20	1822028	202004	320-53800-34500				SECURITY 04/02-04/08/20	*	3,264.24	
		4/15/20	1822037	202004	320-53800-34500				SECURITY 04/09-04/15/20	*	3,264.24	
									DOTHAN SECURITY INC			6,528.48 053682
4/17/20	00021	4/06/20	368	202004	320-53800-41100				CLEANING STORAGE/GRDHOUSE	*	750.00	
									GOVERNMENTAL MANAGEMENT SERVICES			750.00 053683
4/17/20	00084	4/16/20	59670	202004	320-53800-49000				STORAGE RENT MAY20	*	89.00	
		4/16/20	59670	202004	320-53800-49000				STORAGE RENT MAY20	V	89.00-	
									VIERA STORAGE COMPANY			.00 053684

CHECK DATE	VEND#	INVOICE DATE	INVOICE YRMO	EXPENSED TO DPT	ACCT#	SUB	SUBCLASS	VENDOR NAME	STATUS	AMOUNT	....CHECK.... AMOUNT #
4/24/20	00021	4/01/20	366	202004	310-51300-51000				*	.63	
		4/01/20	366	OFFICE SUPPLIES	202004	310-51300-42000			*	12.16	
		4/01/20	366	POSTAGE	202004	310-51300-42500			*	40.50	
		4/01/20	367	COPIES	202004	320-53800-51100			*	304.23	
				HOME DEPOT							
GOVERNMENTAL MANAGEMENT SERVICES											
4/27/20	00012	3/16/20	1923577	202002	310-51300-31100				*	2,067.50	357.52 053685
				ENG/CONSTR SRVCS FEB20							
		3/16/20	1923578	202002	310-51300-31100				*	991.00	
				WO 2020-2/LAKE BANK FEB20							
		3/16/20	1923579	202002	310-51300-31100				*	160.00	
				WO 2020-3/PAVEMENT FEB20							
		4/15/20	1925505	202003	310-51300-31100				*	237.50	
				ENG/CONSTR SRVCS MAR20							
		4/15/20	1925506	202003	310-51300-31100				*	400.00	
				WO 2020-2/LAKE BANK MAR20							
ATKINS											
4/27/20	00047	3/31/20	S115272	202003	320-53800-41100				*	646.26	3,856.00 053686
				GATE REPAIR 3/31/20							
		4/23/20	S115492	202004	320-53800-41100				*	763.82	
				INSTALL NEW MAIN BOARD							
ACCESS CONTROL TECHNOLOGIES											
4/27/20	00019	4/01/20	1565	202004	320-53800-46200				*	625.00	1,410.08 053687
				POOL MAINTENANCE APR20							
BEACH POOL SERVICE											
4/27/20	00004	2/29/20	161143	202002	310-51300-31500				*	2,160.00	625.00 053688
				CORRES/REVIEW/CONFER							
BILLING, COCHRAN, LYLES, MAURO&RAMSEY											
4/27/20	00193	4/01/20	15800153	202004	320-53800-46200				*	431.00	2,160.00 053689
				POOL JANITORIAL APR20							
COVERALL NORTH AMERICA, INC DBA											
4/27/20	00200	4/22/20	1822051	202004	320-53800-34500				*	3,264.24	431.00 053690
				SECURITY 04/16-04/22/20							
DOTHAN SECURITY INC											
4/27/20	00039	3/05/20	370520	202003	320-53800-47000				*	2,540.00	3,264.24 053691
				LAKE MAINTENANCE MAR20							

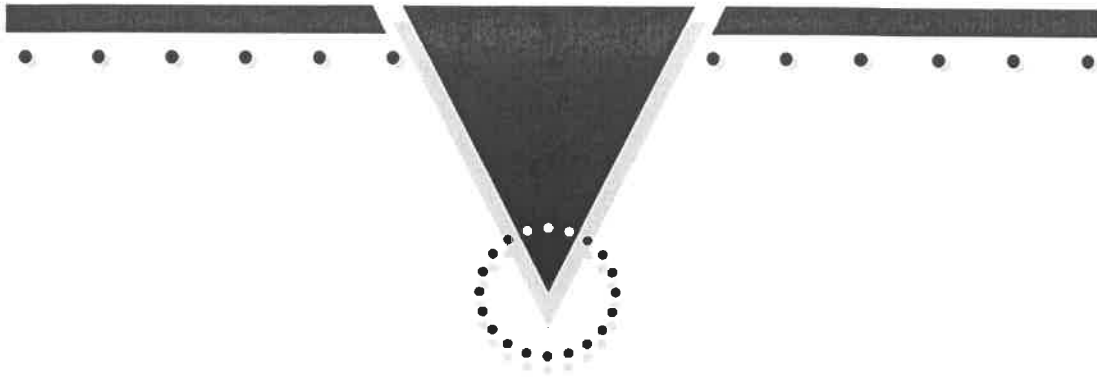
AP300R YEAR-TO-DATE ACCOUNTS PAYABLE PREPAID/COMPUTER CHECK REGISTER RUN 4/29/20 PAGE 8  
 \*\*\* CHECK DATES 01/27/2020 - 04/28/2020 \*\*\*  
 BAYTREE GENERAL FUND  
 BANK A BAYTREE CDD-GENERAL

CHECK DATE	VEND#	INVOICE DATE	INVOICE YRMO	EXPENSED TO DPT	ACCT#	SUB	SUBCLASS	VENDOR NAME	STATUS	AMOUNT	....CHECK.... AMOUNT #
3/31/20		370521	202003	320-53800-47000				NATURAL AREAS MGMT MAR20	*	480.00	
								ECOR INDUSTRIES			

3,020.00 053692  
 -----  
 TOTAL FOR BANK A 179,904.93  
 TOTAL FOR REGISTER 179,904.93

BAYT --BAYTREE-- MBYINGTON

## SECTION B



# Baytree

## Community Development District

Unaudited Financial Reporting  
March 31, 2020





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# Baytree

## Community Development District Combined Balance Sheet March 31, 2020

	General Fund	Capital Projects Fund	Totals (Memorandum Only) FY20
<b><u>Assets:</u></b>			
<b><u>Cash:</u></b>			
Wells Fargo	\$571,702	---	\$571,702
SunTrust - Capital Reserves	---	\$16,383	\$16,383
SunTrust - Pavement Management	---	\$183,524	\$183,524
Regions - Community Beautification	---	\$1,594	\$1,594
<b><u>Investments:</u></b>			
Custody	\$1,030	---	\$1,030
Assessment Receivable	---	---	\$0
Due From Capital Reserves	\$45,948		\$45,948
Prepaid Expenses	\$15	---	\$15
<b>Total Assets</b>	<b>\$618,695</b>	<b>\$201,502</b>	<b>\$820,196</b>
<b><u>Liabilities:</u></b>			
Accounts Payable	\$65,423	---	\$65,423
Due To General Fund	---	\$45,948	\$45,948
<b><u>Fund Balances:</u></b>			
Assigned	---	(\$4,242)	(\$4,242)
Assigned	---	\$183,524	\$183,524
Assigned	---	(\$23,729)	(\$23,729)
Unassigned	\$553,272	---	\$553,272
<b>Total Liabilities and Fund Equity &amp; Other Credits</b>	<b>\$618,695</b>	<b>\$201,502</b>	<b>\$820,196</b>

**Baytree**  
**Community Development District**  
**General Fund**  
Statement of Revenues & Expenditures  
For The Period Ending March 31, 2020

	Adopted Budget	Prorated Budget Thru 03/31/20	Actual Thru 03/31/20	Variance
<b><u>Revenues:</u></b>				
Maintenance Assessments	\$853,142	\$805,266	\$805,266	\$0
Interest Income	\$0	\$0	\$1	\$1
Miscellaneous Income (IOB Cost Share Agreement)	\$40,223	\$20,112	\$10,646	(\$9,466)
Miscellaneous Income	\$8,000	\$4,000	\$2,633	(\$1,368)
<b>Total Revenues</b>	<b>\$901,365</b>	<b>\$829,377</b>	<b>\$818,545</b>	<b>(\$10,832)</b>
<b><u>Expenditures:</u></b>				
<b><u>Administrative</u></b>				
Supervisor Fees	\$8,000	\$4,000	\$2,600	\$1,400
FICA Expense	\$612	\$306	\$199	\$107
Engineering	\$25,000	\$12,500	\$32,353	(\$19,853)
Assessment Administration	\$7,500	\$7,500	\$7,500	\$0
Attorney Fees	\$17,750	\$8,875	\$11,093	(\$2,218)
Annual Audit	\$3,400	\$0	\$0	\$0
Management Fees	\$40,938	\$20,469	\$20,469	\$0
Information Technology	\$5,300	\$2,650	\$800	\$1,850
Telephone	\$150	\$75	\$0	\$75
Postage	\$1,500	\$750	\$493	\$257
Insurance	\$13,970	\$13,970	\$13,665	\$305
Tax Collector Fee	\$13,980	\$0	\$0	\$0
Printing & Binding	\$1,700	\$850	\$430	\$420
Legal Advertising	\$1,200	\$600	\$171	\$429
Other Current Charges	\$1,700	\$850	\$390	\$460
Office Supplies	\$200	\$100	\$73	\$27
Property Taxes	\$250	\$250	\$248	\$2
Property Appraiser	\$234	\$234	\$234	\$0
Dues, Licenses & Subscriptions	\$175	\$175	\$175	\$0
<b>Total Administrative</b>	<b>\$143,559</b>	<b>\$74,154</b>	<b>\$90,892</b>	<b>(\$16,738)</b>

**Baytree**  
**Community Development District**  
**General Fund**  
Statement of Revenues & Expenditures  
For The Period Ending March 31, 2020

	Adopted Budget	Prorated Budget Thru 03/31/20	Actual Thru 03/31/20	Variance
<b><u>Operation and Maintenance</u></b>				
Security Contract	\$172,306	\$86,153	\$85,716	\$437
Security - Speed Control	\$5,000	\$2,500	\$0	\$2,500
Gate Maintenance Contract	\$1,200	\$1,200	\$1,100	\$100
Maintenance - Gate House	\$10,000	\$5,000	\$3,792	\$1,208
Telephone/Internet - Gate House/Pool	\$11,000	\$5,500	\$6,474	(\$974)
Transponders	\$4,500	\$2,250	\$5,030	(\$2,780)
Field Management Fees	\$27,849	\$13,925	\$13,925	\$0
Electric	\$55,000	\$27,500	\$24,478	\$3,022
Water & Sewer	\$10,460	\$5,230	\$5,264	(\$34)
Gas	\$7,800	\$3,900	\$4,839	(\$939)
Maintenance - Lakes	\$32,600	\$16,300	\$16,680	(\$380)
Maintenance - Landscape Contract	\$94,536	\$47,268	\$47,634	(\$366)
Maintenance - Additional Landscape	\$15,000	\$7,500	\$8,450	(\$950)
Maintenance - Pool	\$17,000	\$8,500	\$14,176	(\$5,676)
Maintenance - Irrigation	\$11,000	\$5,500	\$3,959	\$1,541
Maintenance - Lighting	\$15,000	\$7,500	\$760	\$6,740
Maintenance - Monuments	\$6,000	\$3,000	\$0	\$3,000
Maintenance - Fountain	\$700	\$350	\$387	(\$37)
Maintenance - Other Field (R&M General)	\$6,000	\$3,000	\$1,327	\$1,673
Maintenance - Tennis Court Area	\$0	\$0	\$230	(\$230)
Maintenance - Recreation	\$1,500	\$750	\$0	\$750
Holiday Landscape Lighting	\$10,000	\$10,000	\$9,098	\$902
Operating Supplies	\$750	\$375	\$293	\$82
Sidewalk/Curb Cleaning	\$11,000	\$5,500	\$1,950	\$3,550
Miscellaneous	\$1,000	\$500	\$592	(\$92)
<b>Total Operation and Maintenance</b>	<b>\$527,201</b>	<b>\$269,201</b>	<b>\$256,155</b>	<b>\$13,045</b>
<b><u>Reserves</u></b>				
Transfer Out - Capital Projects - Paving Baytree	\$71,783	\$0	\$0	\$0
Transfer Out - Capital Projects - Paving IOB Funds	\$23,453	\$0	\$0	\$0
Transfer Out - Reserves	\$68,901	\$0	\$0	\$0
Transfer Out - Community Beautification Fund	\$45,265	\$0	\$0	\$0
Transfer Out - Rebalance First Quarter Operating	\$21,203	\$0	\$0	\$0
<b>Total Reserves</b>	<b>\$230,605</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
<b>Total Expenditures</b>	<b>\$901,365</b>		<b>\$347,048</b>	
<b>Excess Revenues (Expenditures)</b>	<b>(\$0)</b>		<b>\$471,497</b>	
<b>Fund Balance - Beginning</b>	<b>\$0</b>		<b>\$81,774</b>	
<b>Fund Balance - Ending</b>	<b>\$0</b>		<b>\$553,272</b>	

**Baytree**  
**Community Development District**  
**Capital Reserves Fund**  
Summary of Revenues & Expenditures  
For The Period Ending March 31, 2020

	Adopted Budget	Prorated Budget Thru 03/31/20	Actual Thru 03/31/20	Variance
<b><u>Revenues:</u></b>				
Transfer In	\$68,901	\$0	\$0	\$0
Paving Contributions	\$0	\$0	\$28,000	(\$28,000)
Interest Income	\$100	\$50	\$12	(\$38)
<b>Total Revenues</b>	<b>\$69,001</b>	<b>\$50</b>	<b>\$28,012</b>	<b>(\$28,038)</b>
<b><u>Expenditures:</u></b>				
Lake Bank Restoration	\$30,000	\$15,000	\$0	\$15,000
Sidewalk/Gutter Repair	\$13,500	\$6,750	\$4,488	\$2,262
Drainage Maintenance	\$6,500	\$3,250	\$1,275	\$1,975
Curb - Tree Trimming/Replacements	\$6,500	\$3,250	\$3,950	(\$700)
Playground Replacement	\$21,400	\$10,700	\$9,629	\$1,071
Landscaping	\$0	\$0	\$7,800	(\$7,800)
Landscape Lighting	\$0	\$0	\$4,532	(\$4,532)
Pool Refurbishing	\$0	\$0	\$21,693	(\$21,693)
Pool Heater Replacement	\$4,200	\$4,200	\$3,928	\$272
Pavilion Parking	\$0	\$0	\$43,899	(\$43,899)
Bank Fees	\$0	\$0	\$45	(\$45)
<b>Total Expenditures</b>	<b>\$82,100</b>	<b>\$43,150</b>	<b>\$101,239</b>	<b>(\$58,089)</b>
<b>Excess Revenues (Expenditures)</b>	<b>(\$13,099)</b>		<b>(\$73,227)</b>	
<b>Fund Balance - Beginning</b>	<b>\$13,268</b>		<b>\$68,986</b>	
<b>Fund Balance - Ending</b>	<b>\$169</b>		<b>(\$4,242)</b>	

**Baytree**  
**Community Development District**  
**Pavement Management Fund**  
**Summary of Revenues & Expenditures**  
**For The Period Ending March 31, 2020**

	Adopted Budget	Prorated Budget Thru 03/31/20	Actual Thru 03/31/20	Variance
<b><u>Revenues:</u></b>				
Transfer In - Baytree	\$71,783	\$0	\$0	\$0
Transfer In - IOB	\$23,453	\$0	\$0	\$0
Interest Income	\$75	\$38	\$50	\$12
<b>Total Revenues</b>	<b>\$95,312</b>	<b>\$38</b>	<b>\$50</b>	<b>\$12</b>
<b><u>Expenditures:</u></b>				
Roadway Paving	\$0	\$0	\$39,165	(\$39,165)
<b>Total Expenditures</b>	<b>\$0</b>	<b>\$0</b>	<b>\$39,165</b>	<b>(\$39,165)</b>
<b>Excess Revenues (Expenditures)</b>	<b>\$95,312</b>		<b>(\$39,115)</b>	
<b>Fund Balance - Beginning</b>	<b>\$222,635</b>		<b>\$222,640</b>	
<b>Fund Balance - Ending</b>	<b>\$317,947</b>		<b>\$183,524</b>	



**Baytree**  
**Community Development District**  
**Community Beautification**  
Summary of Revenues & Expenditures  
For The Period Ending March 31, 2020

	Adopted Budget	Prorated Budget Thru 03/31/20	Actual Thru 03/31/20	Variance
<b><u>Revenues:</u></b>				
Transfer In	\$45,265	\$0	\$0	\$0
<b>Total Revenues</b>	<b>\$45,265</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
<b><u>Expenditures:</u></b>				
Bank Fees	\$150	\$150	\$150	\$0
Beautification Projects	\$45,000	\$0	\$25,323	(\$25,323)
Contingency	\$0	\$0	\$150	(\$150)
<b>Total Expenditures</b>	<b>\$45,150</b>	<b>\$150</b>	<b>\$25,623</b>	<b>(\$25,473)</b>
<b>Excess Revenues (Expenditures)</b>	<b>\$115</b>		<b>(\$25,623)</b>	
<b>Fund Balance - Beginning</b>	<b>\$1,281</b>		<b>\$1,894</b>	
<b>Fund Balance - Ending</b>	<b>\$1,396</b>		<b>(\$23,729)</b>	

# Baytree Community Development District

	Oct	Nov	Dec	Jan	Feb	March	April	May	June	July	Aug	Sept	Total
<b>Revenues:</b>													
Maintenance Assessments	\$0	\$468,942	\$284,500	\$20,597	\$25,760	\$5,487	\$0	\$0	\$0	\$0	\$0	\$0	\$805,266
Interest Income	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$1
Miscellaneous Income (I08 Cost Share Agreement)	\$0	\$0	\$0	\$0	\$10,646	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$10,646
Miscellaneous Income	\$440	\$540	\$310	\$304	\$740	\$300	\$0	\$0	\$0	\$0	\$0	\$0	\$2,633
Transfer In	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
<b>Total Revenues</b>	<b>\$440</b>	<b>\$469,482</b>	<b>\$284,809</b>	<b>\$20,901</b>	<b>\$37,146</b>	<b>\$5,767</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$818,545</b>
<b>Expenditures:</b>													
<b>Administrative</b>													
Supervisor Fees	\$800	\$0	\$800	\$0	\$1,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$2,600
FICA Expense	\$61	\$0	\$61	\$0	\$77	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$199
Engineering	\$5,458	\$9,058	\$4,684	\$9,298	\$3,219	\$638	\$0	\$0	\$0	\$0	\$0	\$0	\$32,353
Attorney Fees	\$4,343	\$900	\$2,610	\$1,080	\$2,160	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$11,093
Assessment Administration	\$7,500	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$7,500
Annual Audit	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Management Fees	\$3,412	\$3,412	\$3,412	\$3,412	\$3,412	\$3,412	\$0	\$0	\$0	\$0	\$0	\$0	\$20,469
Information Technology	\$133	\$133	\$133	\$133	\$133	\$133	\$0	\$0	\$0	\$0	\$0	\$0	\$800
Telephone	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Postage	\$9	\$264	\$32	\$179	\$0	\$9	\$0	\$0	\$0	\$0	\$0	\$0	\$453
Insurance	\$13,665	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$13,665
Tax Collector Fee	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Printing & Binding	\$148	\$54	\$103	\$90	\$0	\$34	\$0	\$0	\$0	\$0	\$0	\$0	\$430
Legal Advertising	\$0	\$171	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$171
Other Current Charges	\$65	\$51	\$111	\$50	\$50	\$63	\$0	\$0	\$0	\$0	\$0	\$0	\$390
Office Supplies	\$23	\$1	\$23	\$25	\$0	\$1	\$0	\$0	\$0	\$0	\$0	\$0	\$73
Property Taxes	\$0	\$248	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$248
Property Appraiser	\$234	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$234
Dues, Licenses & Subscriptions	\$175	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$175
<b>Total Administrative</b>	<b>\$36,025</b>	<b>\$14,292</b>	<b>\$11,969</b>	<b>\$14,268</b>	<b>\$10,049</b>	<b>\$4,288</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$90,892</b>

**Baytree  
Community Development District**

Field	Oct	Nov	Dec	Jan	Feb	March	April	May	June	July	Aug	Sept	Total
Security Contract	\$13,203	\$13,076	\$17,021	\$13,057	\$13,057	\$16,302	\$0	\$0	\$0	\$0	\$0	\$0	\$85,716
Security - Speed Control	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Gate Maintenance Contract	\$0	\$0	\$0	\$0	\$0	\$1,100	\$0	\$0	\$0	\$0	\$0	\$0	\$1,100
Maintenance - Gate House	\$1,721	\$50	\$443	\$60	\$871	\$646	\$0	\$0	\$0	\$0	\$0	\$0	\$7,792
Telephone/Internet - Gate House/Pool	\$783	\$813	\$1,216	\$1,224	\$1,218	\$1,220	\$0	\$0	\$0	\$0	\$0	\$0	\$6,474
Transponders	\$0	\$5,030	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$5,030
Field Management Fees	\$13,321	\$2,321	\$2,321	\$2,321	\$2,321	\$2,321	\$0	\$0	\$0	\$0	\$0	\$0	\$19,925
Electric	\$4,047	\$3,959	\$3,830	\$4,694	\$3,941	\$4,008	\$0	\$0	\$0	\$0	\$0	\$0	\$24,478
Water & Sewer	\$931	\$731	\$473	\$1,273	\$1,180	\$675	\$0	\$0	\$0	\$0	\$0	\$0	\$5,264
Gas	\$35	\$36	\$1,054	\$1,181	\$1,446	\$1,086	\$0	\$0	\$0	\$0	\$0	\$0	\$4,839
Maintenance - Lakes	\$2,540	\$3,020	\$2,540	\$3,020	\$2,540	\$3,020	\$0	\$0	\$0	\$0	\$0	\$0	\$16,680
Maintenance - Landscape Contract	\$8,128	\$8,128	\$8,128	\$7,750	\$7,750	\$7,750	\$0	\$0	\$0	\$0	\$0	\$0	\$47,634
Maintenance - Additional Landscape	\$3,000	\$0	\$5,100	\$0	\$350	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$8,450
Maintenance - Pool	\$6,623	\$1,434	\$1,503	\$1,279	\$2,281	\$1,056	\$0	\$0	\$0	\$0	\$0	\$0	\$14,176
Maintenance - Irrigation	\$2,493	\$0	\$270	\$225	\$564	\$407	\$0	\$0	\$0	\$0	\$0	\$0	\$3,959
Maintenance - Lighting	\$0	\$0	\$0	\$428	\$0	\$332	\$0	\$0	\$0	\$0	\$0	\$0	\$760
Maintenance - Monuments	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Maintenance - Fountain	\$0	\$37	\$175	\$0	\$0	\$175	\$0	\$0	\$0	\$0	\$0	\$0	\$387
Maintenance - Other Field (R&M General)	\$174	\$89	\$89	\$157	\$729	\$89	\$0	\$0	\$0	\$0	\$0	\$0	\$1,327
Maintenance - Tennis Court Area	\$0	\$0	\$20	\$210	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$230
Maintenance - Recreation	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Holiday Landscape Lighting	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Operating Supplies	\$0	\$66	\$9,098	\$100	\$44	\$77	\$0	\$0	\$0	\$0	\$0	\$0	\$9,098
Sidewalk/Curb Cleaning	\$0	\$1,950	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$293
Miscellaneous	\$0	\$42	\$0	\$0	\$0	\$550	\$0	\$0	\$0	\$0	\$0	\$0	\$1,950
<b>Total Field</b>	<b>\$45,999</b>	<b>\$40,784</b>	<b>\$53,287</b>	<b>\$36,978</b>	<b>\$38,792</b>	<b>\$40,814</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$256,155</b>

**Reserves:**

Transfer Out - Capital Projects - Paving Baytree  
Transfer Out - Capital Projects - Paving IOB Funds  
Transfer Out - Reserves  
Transfer Out - Community Beautification Fund

**Total Reserves**

**Total Expenditures**

**Excess Revenues (Expenditures)**

\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
\$82,025	\$55,077	\$65,256	\$51,246	\$48,341	\$45,102	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$347,048
(\$81,585)	\$414,405	\$219,553	(\$30,345)	(\$11,196)	(\$39,335)	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$471,497

