

COLBERT LANDINGS

**COMMUNITY DEVELOPMENT
DISTRICT**

BOARD OF SUPERVISORS

August 1, 2024

**PUBLIC HEARING AND
REGULAR MEETING
AGENDA**

COLBERT LANDINGS
COMMUNITY DEVELOPMENT DISTRICT

AGENDA
LETTER

Colbert Landings Community Development District

OFFICE OF THE DISTRICT MANAGER

2300 Glades Road, Suite 410W•Boca Raton, Florida 33431

Phone: (561) 571-0010•Toll-free: (877) 276-0889•Fax: (561) 571-0013

July 25, 2024

ATTENDEES:

Please identify yourself each time you speak to facilitate accurate transcription of meeting minutes.

Board of Supervisors

Colbert Landings Community Development District

Dear Board Members:

The Board of Supervisors of the Colbert Landings Community Development District will hold a Public Hearing and Regular Meeting on August 1, 2024 at 12:30 p.m., at the Flagler County Government Services Building, 1769 E. Moody Blvd., Bldg. 2, 1st Floor Conference Room, Bunnell, Florida 32110. The agenda is as follows:

1. Call to Order/Roll Call
2. Public Comments
3. Public Hearing on Adoption of Fiscal Year 2024/2025 Budget
 - A. Affidavit of Publication
 - B. Consideration of Resolution 2024-12, Relating to the Annual Appropriations and Adopting the Budget for the Fiscal Year Beginning October 1, 2024, and Ending September 30, 2025; Authorizing Budget Amendments; and Providing an Effective Date
4. Consideration of Resolution 2024-13, Confirming a Prior Determination of Benefit and Providing for the Collection and Enforcement of Debt Service Special Assessments, Including But Not Limited to Penalties and Interest Thereon; Certifying an Assessment Roll; Providing for Amendments to the Assessment Roll; Providing a Severability Clause; and Providing an Effective Date
5. Consideration of Fiscal Year 2025 Budget Funding Agreement
6. Consideration of Response(s) to Request for Qualifications (RFQ) for Engineering Services
 - A. Affidavit of Publication
 - B. RFQ Package

- C. Respondents
 - I. Alliant Engineering, Inc.
 - II. Gulfstream Design Group, LLC
- D. Competitive Selection Criteria/Ranking
- E. Award of Contract
- 7. Consideration of Resolution 2024-14, Electing and Removing Officers of the District and Providing for an Effective Date [Kristen Thomas]
- 8. Consideration of Section 189.0694, Florida Statutes (Performance Measures and Standards Reporting)
- 9. Ratification of Home Encounter HECM, LLC Field Operations Agreement
- 10. Consideration of Resolution 2024-06, Designating the Location of the Local District Records Office and Providing an Effective Date
- 11. Consideration of Resolution 2024-15, Confirming Authorization to Pay Invoices for Work Previously Approved; Authorizing the Chair or Vice-Chair of the Board of Supervisors, the District Manager, and Onsite Management Team so Designated by the District Manager to Enter into Time Sensitive and Emergency Contracts and Disburse Funds for Payment of Certain Expenses without Prior Approval of the Board of Supervisors; Providing for a Monetary Threshold; and Providing for the Repeal of Prior Spending Authorizations; Providing for an Effective Date
- 12. Acceptance of Unaudited Financial Statements as of June 30, 2024
- 13. Approval of May 2, 2024 Regular Meeting Minutes
- 14. Staff Reports
 - A. District Counsel: *Kilinski / Van Wyk, PLLC*
 - B. District Engineer (Interim): *Gulfstream Design Group, LLC*
 - C. District Manager: *Wrathell, Hunt and Associates, LLC*
 - 0 Registered Voters in District as of April 15, 2024
 - NEXT MEETNG DATE: September 5, 2024 at 12:30 PM

○ QUORUM CHECK

SEAT 1	MICHAEL OWENS	☐ IN PERSON	☐ PHONE	☐ NO
SEAT 2	MARTHA SCHIFFER	☐ IN PERSON	☐ PHONE	☐ NO
SEAT 3	CECIL CAMACHO	☐ IN PERSON	☐ PHONE	☐ NO
SEAT 4	MEGAN GERMINO	☐ IN PERSON	☐ PHONE	☐ NO
SEAT 5	ROSE BOCK	☐ IN PERSON	☐ PHONE	☐ NO

15. Board Members' Comments/Requests

16. Public Comments

17. Adjournment

If you should have any questions or concerns, please do not hesitate to contact me directly at (561) 909-7930.

Sincerely,



Daniel Rom
District Manager

FOR BOARD MEMBERS AND STAFF TO ATTEND BY TELEPHONE

CALL-IN NUMBER: 1-888-354-0094

PARTICIPANT PASSCODE: 528 064 2804

COLBERT LANDINGS
COMMUNITY DEVELOPMENT DISTRICT

3A

AFFIDAVIT OF PUBLICATION

Colbert Landings Community Development District
Colbert Landings Community Development District
2300 Glades RD # 410W
Boca Raton FL 33431-8556

STATE OF WISCONSIN, COUNTY OF BROWN

Before the undersigned authority personally appeared, who on oath says that he or she is the Legal Coordinator of The News-Journal, published in Volusia and Flagler Counties, Florida; that the attached copy of advertisement, being a Govt Public Notices, was published on the publicly accessible website of Volusia and Flagler Counties, Florida, or in a newspaper by print in the issues of, on:

07/10/2024, 07/17/2024

Affiant further says that the website or newspaper complies with all legal requirements for publication in chapter 50, Florida Statutes.

Subscribed and sworn to before me, by the legal clerk, who is personally known to me, on 07/17/2024

Legal Clerk

Notary, State of WI, County of Brown

My commission expires

Publication Cost:	\$707.12	
Tax Amount:	\$0.00	
Payment Cost:	\$707.12	
Order No:	10356308	# of Copies:
Customer No:	923892	1
PO #:	FY25 Budget Hearing	

THIS IS NOT AN INVOICE!

Please do not use this form for payment remittance.

KAITLYN FELTY
Notary Public
State of Wisconsin

**COLBERT LANDINGS
COMMUNITY DEVELOPMENT
DISTRICT**

**NOTICE OF PUBLIC HEARING
TO CONSIDER THE ADOPTION
OF THE FISCAL YEAR 2024/2025
BUDGET; AND NOTICE OF
REGULAR BOARD OF
SUPERVISORS' MEETING.**

The Board of Supervisors ("Board") of the Colbert Landings Community Development District ("District") will hold a public hearing on August 1, 2024, at 12:30 p.m., at the Flagler County Government Services Building, 1769 E. Moody Blvd., Bldg. 2, 1st Floor Conference Room, Bunnell, Florida 32110 for the purpose of hearing comments and objections on the adoption of the proposed budget ("Proposed Budget") of the District for the fiscal year beginning October 1, 2024 and ending September 30, 2025 ("Fiscal Year 2024/2025"). A regular board meeting of the District will also be held at that time where the Board may consider any other business that may properly come before it. A copy of the agenda and Proposed Budget may be obtained at the offices of the District Manager, c/o Wraithell, Hunt and Associates, LLC, 2300 Glades Road, Suite 410W, (561) 571-0010 ("District Manager's Office"), during normal business hours or by visiting the District's website, <https://colbertlandingscdd.net/>.

The public hearing and meeting are open to the public and will be conducted in accordance with the provisions of Florida law. The public hearing and meeting may be continued to a date, time, and place to be specified on the record at the meeting. There may be occasions when Board Supervisors or District Staff may participate by speaker telephone.

Any person requiring special accommodations at this meeting because of a disability or physical impairment should contact the District Manager's Office at least forty-eight (48) hours prior to the meeting. If you are hearing or speech impaired, please contact the Florida Relay Service by dialing 7-1-1, or 1-800-955-8771 (TTY) / 1-800-955-8770 (Voice), for aid in contacting the District Manager's Office.

Each person who decides to appeal any decision made by the Board with respect to any matter considered at the public hearing or meeting is advised that person will need a record of proceedings and that accordingly, the person may need to ensure that a verbatim record of the proceedings is made, including the testimony and evidence upon which such appeal is to be based.

District Manager

L#10356308 July 10, 17, 2024 2T

COLBERT LANDINGS
COMMUNITY DEVELOPMENT DISTRICT

3B

RESOLUTION 2024-12

THE ANNUAL APPROPRIATION RESOLUTION OF THE COLBERT LANDINGS COMMUNITY DEVELOPMENT DISTRICT ("DISTRICT") RELATING TO THE ANNUAL APPROPRIATIONS AND ADOPTING THE BUDGET FOR THE FISCAL YEAR BEGINNING OCTOBER 1, 2024, AND ENDING SEPTEMBER 30, 2025; AUTHORIZING BUDGET AMENDMENTS; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, the District Manager has, prior to the fifteenth (15th) day in June 2024, submitted to the Board of Supervisors ("**Board**") of the Colbert Landings Community Development District ("**District**") proposed budget ("**Proposed Budget**") for the fiscal year beginning October 1, 2024 and ending September 30, 2025 ("**Fiscal Year 2025**") along with an explanatory and complete financial plan for each fund of the District, pursuant to the provisions of Section 190.008(2)(a), *Florida Statutes*; and

WHEREAS, at least sixty (60) days prior to the adoption of the Proposed Budget, the District filed a copy of the Proposed Budget with the local governing authorities having jurisdiction over the area included in the District pursuant to the provisions of Section 190.008(2)(b), *Florida Statutes*; and

WHEREAS, the Board set a public hearing thereon and caused notice of such public hearing to be given by publication pursuant to Section 190.008(2)(a), *Florida Statutes*; and

WHEREAS, the District Manager posted the Proposed Budget on the District's website at least two days before the public hearing; and

WHEREAS, Section 190.008(2)(a), *Florida Statutes*, requires that, prior to October 1st of each year, the Board, by passage of the Annual Appropriation Resolution, shall adopt a budget for the ensuing fiscal year and appropriate such sums of money as the Board deems necessary to defray all expenditures of the District during the ensuing fiscal year; and

WHEREAS, the District Manager has prepared a Proposed Budget, whereby the budget shall project the cash receipts and disbursements anticipated during a given time period, including reserves for contingencies for emergency or other unanticipated expenditures during the fiscal year.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF SUPERVISORS OF THE COLBERT LANDINGS COMMUNITY DEVELOPMENT DISTRICT:

SECTION 1. BUDGET

- a. The Board has reviewed the Proposed Budget, a copy of which is on file with the office of the District Manager and at the District's Local Records Office, and hereby approves certain amendments thereto, as shown in Section 2 below.

- b. The Proposed Budget, attached hereto as **Exhibit A**, as amended by the Board, is hereby adopted in accordance with the provisions of Section 190.008(2)(a), *Florida Statutes* ("**Adopted Budget**"), and incorporated herein by reference; provided, however, that the comparative figures contained in the Adopted Budget may be subsequently revised as deemed necessary by the District Manager to reflect actual revenues and expenditures.
- c. The Adopted Budget, as amended, shall be maintained in the office of the District Manager and at the District's Local Records Office and identified as "The Budget for the Colbert Landings Community Development District for the Fiscal Year Ending September 30, 2025."
- d. The Adopted Budget shall be posted by the District Manager on the District's official website within thirty (30) days after adoption, and shall remain on the website for at least 2 years.

SECTION 2. APPROPRIATIONS

There is hereby appropriated out of the revenues of the District, for Fiscal Year 2025, the sum of \$913,078 to be raised by the levy of assessments and/or otherwise, which sum is deemed by the Board to be necessary to defray all expenditures of the District during said budget year, to be divided and appropriated in the following fashion:

TOTAL GENERAL FUND	\$687,420
DEBT SERVICE FUND – SERIES 2023-1 AND SERIES 2023-2	\$295,658
TOTAL ALL FUNDS	\$983,078

D

SECTION 3. BUDGET AMENDMENTS

Pursuant to Section 189.016, *Florida Statutes*, the District at any time within Fiscal Year 2025 or within 60 days following the end of the Fiscal Year 2025 may amend its Adopted Budget for that fiscal year as follows:

- a. A line-item appropriation for expenditures within a fund may be decreased or increased by motion of the Board recorded in the minutes, and approving the expenditure, if the total appropriations of the fund do not increase.
- b. The District Manager or Treasurer may approve an expenditure that would increase or decrease a line-item appropriation for expenditures within a fund if the total appropriations of the fund do not increase and if either (i) the aggregate change in the original appropriation item does not exceed the greater of \$15,000 or 15% of the original appropriation, or (ii) such expenditure is authorized by separate disbursement or spending resolution.

- c. Any other budget amendments shall be adopted by resolution and consistent with Florida law.

The District Manager or Treasurer must ensure that any amendments to the budget under paragraph c. above are posted on the District's website within 5 days after adoption and remain on the website for at least 2 years.

SECTION 4. EFFECTIVE DATE. This Resolution shall take effect immediately upon adoption.

PASSED AND ADOPTED THIS 1ST DAY OF AUGUST, 2024.

ATTEST:

**COLBERT LANDINGS COMMUNITY
DEVELOPMENT DISTRICT**

Secretary/Assistant Secretary

By: _____

Its: _____

Exhibit A: Adopted Budget for Fiscal Year 2025

Exhibit A: Adopted Budget for Fiscal Year 2025

**COLBERT LANDINGS
COMMUNITY DEVELOPMENT DISTRICT
PROPOSED BUDGET
FISCAL YEAR 2025**

**COLBERT LANDINGS
COMMUNITY DEVELOPMENT DISTRICT
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**COLBERT LANDINGS
COMMUNITY DEVELOPMENT DISTRICT
GENERAL FUND BUDGET
FISCAL YEAR 2025**

	Fiscal Year 2024			Total Actual & Projected Revenue & Expenditures	Proposed Budget FY 2025
	Adopted Budget FY 2024	Actual through 03/31/2024	Projected through 9/30/2024		
REVENUES					
Landowner contribution	610,282	15,526	61,536	77,062	\$ 687,420
Total revenues	610,282	15,526	61,536	77,062	687,420
EXPENDITURES					
Professional & administrative					
Supervisors	-	1,076	966	2,042	1,288
Management/accounting/recording	48,000	22,000	24,000	46,000	48,000
Legal	25,000	7,206	5,000	12,206	15,000
Engineering	2,000	-	1,000	1,000	2,000
Audit	5,500	-	5,500	5,500	6,700
Arbitrage rebate calculation	500	-	500	500	1,000
Dissemination agent	1,000	833	167	1,000	2,000
Trustee	5,500	-	-	-	4,500
Telephone	200	100	100	200	200
Postage	500	109	391	500	500
Printing & binding	500	250	250	500	500
Legal advertising	1,750	349	375	724	1,500
Annual special district fee	175	175	-	175	175
Insurance	5,500	5,000	-	5,000	5,500
Contingencies/bank charges	750	211	539	750	750
Website hosting & maintenance	705	1,680	-	1,680	705
Website ADA compliance	210	-	210	210	210
Total professional & administrative	97,790	38,989	38,998	77,987	90,528

**COLBERT LANDINGS
COMMUNITY DEVELOPMENT DISTRICT
GENERAL FUND BUDGET
FISCAL YEAR 2025**

	Fiscal Year 2024			Total Actual & Projected Revenue & Expenditures	Proposed Budget FY 2025
	Adopted Budget FY 2024	Actual through 03/31/2024	Projected through 9/30/2024		
Field operations					
Field operations accounting	-	-	-	-	2,400
Landscape maintenance	180,000	-	-	-	250,000
Landscape replacement	5,000	-	-	-	5,000
Irrigation repairs	3,500	-	-	-	3,500
Pond maintenance	20,000	-	-	-	20,000
Wetland monitoring	10,000	-	-	-	10,000
Nuisance exotic plant removal	2,500	-	-	-	2,500
Walking trails	2,500	-	-	-	2,500
Dog stations	3,000	-	-	-	3,000
Lift station	10,000	-	-	-	10,000
Pressure washing	7,500	-	-	-	7,500
Misc. repairs & replacements	10,000	-	-	-	10,000
Holiday lights	5,000	-	-	-	5,000
Amenities					
Operations Management	40,392	-	-	-	40,392
Pool maintenance	12,000	-	-	-	12,000
Repairs & maintenance	3,500	-	-	-	3,500
Court maintenance	1,500	-	-	-	1,500
Tot lot maintenance	1,500	-	-	-	1,500
Janitorial	9,600	-	-	-	9,600
Access control/monitoring	14,500	-	-	-	14,500
Potable water	1,500	-	-	-	1,500
Electricity - amenity	5,000	-	-	-	5,000
Internet	2,000	-	-	-	2,000
Insurance - property	25,000	-	-	-	25,000
Utilities					
Electricity - common	12,000	-	-	-	12,000
Water	75,000	-	-	-	75,000
Streetlights	50,000	-	-	-	62,000
Total field operations	512,492	-	-	-	596,892
Total expenditures	610,282	38,989	38,998	77,987	687,420
Excess/(deficiency) of revenues over/(under) expenditures	-	(23,463)	22,538	(925)	-
Fund balance - beginning (unaudited)	-	925	(22,538)	925	-
Fund balance - ending (projected)					
Unassigned	-	(22,538)	-	-	-
Fund balance - ending	\$ -	\$ (22,538)	\$ -	\$ -	\$ -

**COLBERT LANDINGS
COMMUNITY DEVELOPMENT DISTRICT
DEFINITIONS OF GENERAL FUND EXPENDITURES**

EXPENDITURES

Professional & administrative

Supervisors	1,288
Statutorily set at \$200 for each meeting of the Board of Supervisors not to exceed	
Management/accounting/recording	48,000
Wrathell, Hunt and Associates, LLC (WHA), specializes in managing community development districts by combining the knowledge, skills and experience of a team of professionals to ensure compliance with all of the District's governmental requirements. WHA develops financing programs, administers the issuance of tax exempt bond financings, operates and maintains the assets of the community.	
Legal	15,000
General counsel and legal representation, which includes issues relating to public finance, public bidding, rulemaking, open meetings, public records, real property dedications, conveyances and contracts.	
Engineering	2,000
The District's Engineer will provide construction and consulting services, to assist the District in crafting sustainable solutions to address the long term interests of the community while recognizing the needs of government, the environment and maintenance of the District's facilities.	
Audit	6,700
Statutorily required for the District to undertake an independent examination of its books, records and accounting procedures.	
Arbitrage rebate calculation	1,000
To ensure the District's compliance with all tax regulations, annual computations are necessary to calculate the arbitrage rebate liability.	
Dissemination agent	2,000
The District must annually disseminate financial information in order to comply with the	
Trustee	4,500
Annual fee for the service provided by trustee, paying agent and registrar.	
Telephone	200
Telephone and fax machine.	
Postage	500
Mailing of agenda packages, overnight deliveries, correspondence, etc.	
Printing & binding	500
Letterhead, envelopes, copies, agenda packages	
Legal advertising	1,500
The District advertises for monthly meetings, special meetings, public hearings, public bids, etc.	
Annual special district fee	175
Annual fee paid to the Florida Department of Economic Opportunity.	
Insurance	5,500
The District will obtain public officials and general liability insurance.	
Contingencies/bank charges	750
Bank charges and other miscellaneous expenses incurred during the year and automated AP routing etc.	
Website hosting & maintenance	705
Website ADA compliance	210

**COLBERT LANDINGS
COMMUNITY DEVELOPMENT DISTRICT
DEFINITIONS OF GENERAL FUND EXPENDITURES**

Field operations

Field operations accounting	2,400
Landscape maintenance	250,000
Landscape replacement	5,000
Irrigation repairs	3,500
Pond maintenance	20,000
Wetland monitoring	10,000
Nuisance exotic plant removal	2,500
Walking trails	2,500
Dog stations	3,000
Lift station	10,000
Pressure washing	7,500
Misc. repairs & replacements	10,000
Holiday lights	5,000

Amenities

Operations Management	40,392
Pool maintenance	12,000
Repairs & maintenance	3,500
Court maintenance	1,500
Tot lot maintenance	1,500
Janitorial	9,600
Access control/monitoring	14,500
Potable water	1,500
Electricity - amenity	5,000
Internet	2,000
Insurance - property	25,000

Utilities

Electricity - common	12,000
Water	75,000
Streetlights	62,000
Total expenditures	<u><u>\$ 687,420</u></u>

**COLBERT LANDINGS
COMMUNITY DEVELOPMENT DISTRICT
DEBT SERVICE FUND BUDGET - SERIES 2023-1 AND SERIES 2023-2
FISCAL YEAR 2025**

	Fiscal Year 2024				Proposed Budget FY 2025
	Adopted Budget FY 2024	Actual through 3/31/2024	Projected through 9/30/2024	Total Actual & Projected	
REVENUES					
Assessment levy: off-roll - Series 2023-1	\$ -	\$ -	\$ -	\$ -	\$ 152,926
Assessment levy: off-roll - Series 2023-2	-	-	-	-	142,732
Interest	-	5,393	-	5,393	-
Total revenues	-	5,393	-	5,393	295,658
EXPENDITURES					
Debt service					
Principal - Series 2023-1	-	-	-	-	25,000
Principal - Series 2023-2	-	-	-	-	25,000
Interest - Series 2023-1	-	-	55,098	55,098	124,750
Interest - Series 2023-2	-	-	51,220	51,220	115,970
Tax collector	-	-	-	-	2,855
Underwriter's discount	-	79,500	-	79,500	-
Cost of issuance	-	185,080	9,750	194,830	-
Total expenditures	-	264,580	116,068	380,648	293,575
Excess/(deficiency) of revenues over/(under) expenditures	-	(259,187)	(116,068)	(375,255)	2,083
OTHER FINANCING SOURCES/(USES)					
Bond proceeds	-	648,837	-	648,837	-
Transfers in	-	-	12,685	12,685	-
Total other financing sources/(uses)	-	648,837	12,685	661,522	-
Net increase/(decrease) in fund balance	-	389,650	(103,383)	286,267	2,083
Fund balance:					
Beginning fund balance (unaudited)	-	(12,685)	376,965	(12,685)	273,582
Ending fund balance (projected)	\$ -	\$ 376,965	\$ 273,582	\$ 273,582	275,665
Use of fund balance:					
Debt service reserve account balance (required) - Series 2023-1					(76,463)
Debt service reserve account balance (required) - Series 2023-2					(71,366)
Interest expense - November 1, 2025 - Series 2023-1					(61,731)
Interest expense - November 1, 2025 - Series 2023-2					(57,341)
Projected fund balance surplus/(deficit) as of September 30, 2025					<u>\$ 8,764</u>

**COLBERT LANDINGS
COMMUNITY DEVELOPMENT DISTRICT
SERIES 2023-1 AMORTIZATION SCHEDULE**

	Principal	Coupon Rate	Interest	Debt Service	Bond Balance
11/01/24			62,375.00	62,375.00	2,060,000.00
05/01/25	25,000.00	5.150%	62,375.00	87,375.00	2,035,000.00
11/01/25			61,731.25	61,731.25	2,035,000.00
05/01/26	30,000.00	5.150%	61,731.25	91,731.25	2,005,000.00
11/01/26			60,958.75	60,958.75	2,005,000.00
05/01/27	30,000.00	5.150%	60,958.75	90,958.75	1,975,000.00
11/01/27			60,186.25	60,186.25	1,975,000.00
05/01/28	30,000.00	5.150%	60,186.25	90,186.25	1,945,000.00
11/01/28			59,413.75	59,413.75	1,945,000.00
05/01/29	35,000.00	5.150%	59,413.75	94,413.75	1,910,000.00
11/01/29			58,512.50	58,512.50	1,910,000.00
05/01/30	35,000.00	5.350%	58,512.50	93,512.50	1,875,000.00
11/01/30			57,576.25	57,576.25	1,875,000.00
05/01/31	35,000.00	5.350%	57,576.25	92,576.25	1,840,000.00
11/01/31			56,640.00	56,640.00	1,840,000.00
05/01/32	40,000.00	5.350%	56,640.00	96,640.00	1,800,000.00
11/01/32			55,570.00	55,570.00	1,800,000.00
05/01/33	40,000.00	5.350%	55,570.00	95,570.00	1,760,000.00
11/01/33			54,500.00	54,500.00	1,760,000.00
05/01/34	40,000.00	5.350%	54,500.00	94,500.00	1,720,000.00
11/01/34			53,430.00	53,430.00	1,720,000.00
05/01/35	45,000.00	6.050%	53,430.00	98,430.00	1,675,000.00
11/01/35			52,068.75	52,068.75	1,675,000.00
05/01/36	50,000.00	6.050%	52,068.75	102,068.75	1,625,000.00
11/01/36			50,556.25	50,556.25	1,625,000.00
05/01/37	50,000.00	6.050%	50,556.25	100,556.25	1,575,000.00
11/01/37			49,043.75	49,043.75	1,575,000.00
05/01/38	55,000.00	6.050%	49,043.75	104,043.75	1,520,000.00
11/01/38			47,380.00	47,380.00	1,520,000.00
05/01/39	55,000.00	6.050%	47,380.00	102,380.00	1,465,000.00
11/01/39			45,716.25	45,716.25	1,465,000.00
05/01/40	60,000.00	6.050%	45,716.25	105,716.25	1,405,000.00
11/01/40			43,901.25	43,901.25	1,405,000.00
05/01/41	65,000.00	6.050%	43,901.25	108,901.25	1,340,000.00
11/01/41			41,935.00	41,935.00	1,340,000.00
05/01/42	70,000.00	6.050%	41,935.00	111,935.00	1,270,000.00
11/01/42			39,817.50	39,817.50	1,270,000.00
05/01/43	75,000.00	6.050%	39,817.50	114,817.50	1,195,000.00
11/01/43			37,548.75	37,548.75	1,195,000.00
05/01/44	75,000.00	6.050%	37,548.75	112,548.75	1,120,000.00
11/01/44			35,280.00	35,280.00	1,120,000.00
05/01/45	85,000.00	6.300%	35,280.00	120,280.00	1,035,000.00
11/01/45			32,602.50	32,602.50	1,035,000.00
05/01/46	90,000.00	6.300%	32,602.50	122,602.50	945,000.00
11/01/46			29,767.50	29,767.50	945,000.00
05/01/47	95,000.00	6.300%	29,767.50	124,767.50	850,000.00
11/01/47			26,775.00	26,775.00	850,000.00
05/01/48	100,000.00	6.300%	26,775.00	126,775.00	750,000.00

**COLBERT LANDINGS
COMMUNITY DEVELOPMENT DISTRICT
SERIES 2023-1 AMORTIZATION SCHEDULE**

	Principal	Coupon Rate	Interest	Debt Service	Bond Balance
11/01/48			23,625.00	23,625.00	750,000.00
05/01/49	105,000.00	6.300%	23,625.00	128,625.00	645,000.00
11/01/49			20,317.50	20,317.50	645,000.00
05/01/50	115,000.00	6.300%	20,317.50	135,317.50	530,000.00
11/01/50			16,695.00	16,695.00	530,000.00
05/01/51	120,000.00	6.300%	16,695.00	136,695.00	410,000.00
11/01/51			12,915.00	12,915.00	410,000.00
05/01/52	130,000.00	6.300%	12,915.00	142,915.00	280,000.00
11/01/52			8,820.00	8,820.00	280,000.00
05/01/53	135,000.00	6.300%	8,820.00	143,820.00	145,000.00
11/01/53			4,567.50	4,567.50	145,000.00
05/01/54	145,000.00	6.300%	4,567.50	149,567.50	-
Total	2,060,000.00		2,520,452.50	4,580,452.50	

**COLBERT LANDINGS
COMMUNITY DEVELOPMENT DISTRICT
SERIES 2023-2 AMORTIZATION SCHEDULE**

	Principal	Coupon Rate	Interest	Debt Service	Bond Balance
11/01/24			57,985.00	57,985.00	1,915,000.00
05/01/25	25,000.00	5.150%	57,985.00	82,985.00	1,890,000.00
11/01/25			57,341.25	57,341.25	1,890,000.00
05/01/26	25,000.00	5.150%	57,341.25	82,341.25	1,865,000.00
11/01/26			56,697.50	56,697.50	1,865,000.00
05/01/27	25,000.00	5.150%	56,697.50	81,697.50	1,840,000.00
11/01/27			56,053.75	56,053.75	1,840,000.00
05/01/28	30,000.00	5.150%	56,053.75	86,053.75	1,810,000.00
11/01/28			55,281.25	55,281.25	1,810,000.00
05/01/29	30,000.00	5.150%	55,281.25	85,281.25	1,780,000.00
11/01/29			54,508.75	54,508.75	1,780,000.00
05/01/30	30,000.00	5.350%	54,508.75	84,508.75	1,750,000.00
11/01/30			53,706.25	53,706.25	1,750,000.00
05/01/31	35,000.00	5.350%	53,706.25	88,706.25	1,715,000.00
11/01/31			52,770.00	52,770.00	1,715,000.00
05/01/32	35,000.00	5.350%	52,770.00	87,770.00	1,680,000.00
11/01/32			51,833.75	51,833.75	1,680,000.00
05/01/33	40,000.00	5.350%	51,833.75	91,833.75	1,640,000.00
11/01/33			50,763.75	50,763.75	1,640,000.00
05/01/34	40,000.00	5.350%	50,763.75	90,763.75	1,600,000.00
11/01/34			49,693.75	49,693.75	1,600,000.00
05/01/35	40,000.00	6.050%	49,693.75	89,693.75	1,560,000.00
11/01/35			48,483.75	48,483.75	1,560,000.00
05/01/36	45,000.00	6.050%	48,483.75	93,483.75	1,515,000.00
11/01/36			47,122.50	47,122.50	1,515,000.00
05/01/37	50,000.00	6.050%	47,122.50	97,122.50	1,465,000.00
11/01/37			45,610.00	45,610.00	1,465,000.00
05/01/38	50,000.00	6.050%	45,610.00	95,610.00	1,415,000.00
11/01/38			44,097.50	44,097.50	1,415,000.00
05/01/39	55,000.00	6.050%	44,097.50	99,097.50	1,360,000.00
11/01/39			42,433.75	42,433.75	1,360,000.00
05/01/40	55,000.00	6.050%	42,433.75	97,433.75	1,305,000.00
11/01/40			40,770.00	40,770.00	1,305,000.00
05/01/41	60,000.00	6.050%	40,770.00	100,770.00	1,245,000.00
11/01/41			38,955.00	38,955.00	1,245,000.00
05/01/42	65,000.00	6.050%	38,955.00	103,955.00	1,180,000.00
11/01/42			36,988.75	36,988.75	1,180,000.00
05/01/43	70,000.00	6.050%	36,988.75	106,988.75	1,110,000.00
11/01/43			34,871.25	34,871.25	1,110,000.00
05/01/44	75,000.00	6.050%	34,871.25	109,871.25	1,035,000.00
11/01/44			32,602.50	32,602.50	1,035,000.00
05/01/45	75,000.00	6.300%	32,602.50	107,602.50	960,000.00
11/01/45			30,240.00	30,240.00	960,000.00
05/01/46	80,000.00	6.300%	30,240.00	110,240.00	880,000.00
11/01/46			27,720.00	27,720.00	880,000.00
05/01/47	85,000.00	6.300%	27,720.00	112,720.00	795,000.00
11/01/47			25,042.50	25,042.50	795,000.00
05/01/48	95,000.00	6.300%	25,042.50	120,042.50	700,000.00

11/01/48			22,050.00	22,050.00	700,000.00
05/01/49	100,000.00	6.300%	22,050.00	122,050.00	600,000.00
11/01/49			18,900.00	18,900.00	600,000.00
05/01/50	105,000.00	6.300%	18,900.00	123,900.00	495,000.00
11/01/50			15,592.50	15,592.50	495,000.00
05/01/51	110,000.00	6.300%	15,592.50	125,592.50	385,000.00
11/01/51			12,127.50	12,127.50	385,000.00
05/01/52	120,000.00	6.300%	12,127.50	132,127.50	265,000.00
11/01/52			8,347.50	8,347.50	265,000.00
05/01/53	130,000.00	6.300%	8,347.50	138,347.50	135,000.00
11/01/53			4,252.50	4,252.50	135,000.00
05/01/54	135,000.00	6.300%	4,252.50	139,252.50	-
Total	1,915,000.00		2,345,685.00	4,260,685.00	

**COLBERT LANDINGS
COMMUNITY DEVELOPMENT DISTRICT
ASSESSMENT COMPARISON
PROJECTED FISCAL YEAR 2025 ASSESSMENTS**

Landowner Contribution (GF) and Off-Roll Assessments (DSF)

Series 2023-1 (AA1)

Product/Parcel	Units	FY 2025 O&M Contribution per Unit	FY 2025 DS Assessment per Unit	FY 2025 Total Contribution and Assessment per Unit	FY 2024 Total Assessment per Unit
SF 50'	93	\$ 1,365.01	\$ 1,362.98	\$ 2,727.99	n/a
SF 60'	16	1,638.01	1,635.57	3,273.58	n/a
Total	109				

Series 2023-2 (AA2)

Product/Parcel	Units	FY 2025 O&M Contribution per Unit	FY 2025 DS Assessment per Unit	FY 2025 Total Contribution and Assessment per Unit	FY 2024 Total Assessment per Unit
SF 50'	89	\$ 1,365.01	\$ 1,361.95	\$ 2,726.96	n/a
SF 60' with Easement	11	1,638.01	1,361.95	2,999.96	n/a
SF 60'	4	1,638.01	1,634.34	3,272.35	n/a
Total	104				

Landowner Contribution (GF)

Product/Parcel	Units	FY 2025 O&M Contribution per Unit	FY 2025 DS Assessment per Unit	FY 2025 Total Contribution and Assessment per Unit	FY 2024 Total Assessment per Unit
SF 50'	192	\$ 1,365.01	\$ -	\$ 1,365.01	n/a
SF 60'	77	1,638.01	-	1,638.01	n/a
Total	269				

VIDA'S WAY

COMMUNITY DEVELOPMENT DISTRICT

4

RESOLUTION 2024-13

A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE COLBERT LANDINGS COMMUNITY DEVELOPMENT DISTRICT CONFIRMING A PRIOR DETERMINATION OF BENEFIT AND PROVIDING FOR THE COLLECTION AND ENFORCEMENT OF DEBT SERVICE SPECIAL ASSESSMENTS, INCLUDING BUT NOT LIMITED TO PENALTIES AND INTEREST THEREON; CERTIFYING AN ASSESSMENT ROLL; PROVIDING FOR AMENDMENTS TO THE ASSESSMENT ROLL; PROVIDING A SEVERABILITY CLAUSE; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, the Colbert Landings Community Development District ("**District**") is a local unit of special-purpose government established pursuant to Chapter 190, Florida Statutes, for the purpose of providing, operating and maintaining infrastructure improvements, certain infrastructure improvements, facilities and services to the lands within the District; and

WHEREAS, the District is located in Flagler County, Florida ("**County**"); and

WHEREAS, the District has constructed or acquired various infrastructure improvements and provides certain services in accordance with the District's adopted capital improvement plan and Chapter 190, Florida Statutes; and

WHEREAS, for the fiscal year beginning October 1, 2024, and ending September 30, 2025 ("**Fiscal Year 2025**"), the Board of Supervisors ("**Board**") of the District has adopted its budget, including its operations and maintenance budget and debt service budget ("**Adopted Budget**") attached hereto as **Exhibit A** and now desires to set forth the method by which debt service special assessments shall be collected and enforced; and

WHEREAS, the District has entered into a funding agreement for the purpose of funding its operations and maintenance budget for Fiscal Year 2025 and accordingly is not at this time levying a special assessment to fund its Fiscal Year 2025 operations and maintenance budget; and

WHEREAS, Chapter 197, Florida Statutes, provides a mechanism pursuant to which special assessments may be placed on the tax roll and collected by the local tax collector ("**Uniform Method**"), and the District has previously authorized the use of the Uniform Method by, among other things, entering into agreements with the Property Appraiser and Tax Collector of the County for that purpose; and

WHEREAS, it is in the best interests of the District to adopt the assessment roll ("**Assessment Roll**") attached hereto as **Exhibit B**, and to certify the portion of the Assessment Roll related to certain developed property ("**Tax Roll Property**") to the County Tax Collector pursuant to the Uniform Method and to directly collect the portion of the Assessment Roll relating to the remaining property ("**Direct Collect Property**"), all as set forth in **Exhibit B**; and

WHEREAS, it is in the best interests of the District to permit the District Manager to amend the Assessment Roll adopted herein, including that portion certified to the County Tax Collector by this Resolution, as the Property Appraiser updates the property roll for the County, for such time as authorized by Florida law.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF SUPERVISORS OF THE COLBERT LANDINGS COMMUNITY DEVELOPMENT DISTRICT:

SECTION 1. BENEFIT & ALLOCATION FINDINGS. The Board finds and determines that the District's capital improvement plan, which is funded in part by the District's debt service special assessments, continues to confer a special and peculiar benefit to the lands within the District, which benefit exceeds or equals the cost of the assessments as set forth in **Exhibits A and B**. Additionally, the Board finds and determines that the allocation of the assessments to the specially benefitted lands, as shown in **Exhibits A and B**, continues to be fair and reasonable.

SECTION 2. COLLECTION AND ENFORCEMENT; PENALTIES; INTEREST.

- A. **Tax Roll Assessments.** The previously levied debt service special assessments levied on the Tax Roll Property shall be collected at the same time and in the same manner as County taxes in accordance with the Uniform Method, as set forth in **Exhibits A and B**.
- B. **Direct Bill Assessments.** The previously levied debt service special assessments levied on the Direct Collect Property will be collected directly by the District in accordance with Florida law, as set forth in **Exhibits A and B**. Assessments directly collected by the District are due in full on December 1, 2024; provided, however, that, to the extent permitted by law, the assessments due may be paid in several partial, deferred payments and according to the following schedule: 50% due no later than December 1, 2024, 25% due no later than February 1, 2025 and 25% due no later than May 1, 2025. In the event that an assessment payment is not made in accordance with the schedule stated above, the whole assessment – including any remaining partial, deferred payments for Fiscal Year 2025, shall immediately become due and payable; shall accrue interest, penalties in the amount of one percent (1%) per month, and all costs of collection and enforcement; and shall either be enforced pursuant to a foreclosure action, or, at the District's sole discretion, collected pursuant to the Uniform Method on a future tax bill, which amount may include penalties, interest, and costs of collection and enforcement. Any prejudgment interest on delinquent assessments shall accrue at the rate of any bonds secured by the assessments, or at the statutory prejudgment interest rate, as applicable. In the event an assessment subject to direct collection by the District shall be delinquent, the District Manager and District Counsel, without further authorization by the Board, may initiate foreclosure proceedings pursuant to Chapter 170, Florida Statutes, or other applicable law to collect and enforce the whole assessment, as set forth herein.

- C. **Future Collection Methods.** The decision to collect special assessments by any particular method – e.g., on the tax roll or by direct bill – does not mean that such method will be used to collect special assessments in future years, and the District reserves the right in its sole discretion to select collection methods in any given year, regardless of past practices.

SECTION 3. ASSESSMENT ROLL. The Assessment Roll, attached to this Resolution as **Exhibit B**, is hereby certified for collection. That portion of the Assessment Roll which includes the Tax Roll Property is hereby certified to the County Tax Collector and shall be collected by the County Tax Collector in the same manner and time as County taxes. The proceeds therefrom shall be paid to the District.

SECTION 4. ASSESSMENT ROLL AMENDMENT. The District Manager shall keep apprised of all updates made to the County property roll by the Property Appraiser after the date of this Resolution and shall amend the Assessment Roll in accordance with any such updates, for such time as authorized by Florida law, to the County property roll. After any amendment of the Assessment Roll, the District Manager shall file the updates in the District records.

SECTION 5. 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.

SECTION 6. EFFECTIVE DATE. This Resolution shall take effect upon the passage and adoption of this Resolution by the Board.

PASSED AND ADOPTED THIS 1ST DAY OF AUGUST, 2024.

ATTEST:

**COLBERT LANDINGS COMMUNITY
DEVELOPMENT DISTRICT**

Secretary / Assistant Secretary

By: _____

Its: _____

Exhibit A: Adopted Budget for Fiscal Year 2025

Exhibit B: Assessment Roll (Uniform Method)

Assessment Roll (Direct Collect)

COLBERT LANDINGS
COMMUNITY DEVELOPMENT DISTRICT

5

COLBERT LANDINGS COMMUNITY DEVELOPMENT DISTRICT
FISCAL YEAR 2025 FUNDING AGREEMENT

This agreement (“**Agreement**”) is made and entered into this ____ day of August 2024, by and between:

COLBERT LANDINGS COMMUNITY DEVELOPMENT DISTRICT, a local unit of special-purpose government established pursuant to Chapter 190, Florida Statutes, and located in City of Palm Coast, Flagler County, Florida (“**District**”), and

MERITAGE HOMES OF FLORIDA, INC., a Florida corporation and a landowner in the District (“**Developer**”) with an address of 13901 Sutton Park Drive., C350, Jacksonville FL 32224.

RECITALS

WHEREAS, the District was established by an ordinance adopted by the City Council of Palm Coast, Florida, for the purpose of planning, financing, constructing, operating and/or maintaining certain infrastructure; and

WHEREAS, the District, pursuant to Chapter 190, Florida Statutes, is authorized to levy such taxes, special assessments, fees and other charges as may be necessary in furtherance of the District's activities and services; and

WHEREAS, Developer presently owns and/or is developing the majority of all real property described in **Exhibit A**, attached hereto and incorporated herein (“**Property**”), within the District, which Property will benefit from the timely construction and acquisition of the District's facilities, activities and services and from the continued operations of the District; and

WHEREAS, the District is adopting its general fund budget for the fiscal year beginning October 1, 2024, and ending September 30, 2025 (“**Fiscal Year 2025 Budget**”); and

WHEREAS, this Fiscal Year 2025 Budget, which both parties recognize may be amended from time to time in the sole discretion of the District, is attached hereto and incorporated herein by reference as **Exhibit B**; and

WHEREAS, the District has the option of levying non-ad valorem assessments on all land, including the Property, that will benefit from the activities, operations and services set forth in the Fiscal Year 2025 Budget, or utilizing such other revenue sources as may be available to it; and

WHEREAS, in lieu of levying assessments on the Property, the Developer is willing to provide such funds as are necessary to allow the District to proceed with its operations as described in **Exhibit B**; and

WHEREAS, the Developer agrees that the activities, operations and services provide a special and peculiar benefit equal to or in excess of the costs reflected on **Exhibit B** to the Property; and

WHEREAS, the Developer has agreed to enter into this Agreement in lieu of having the District levy and collect any non-ad valorem assessments as authorized by law against the Property located within the District for the activities, operations and services set forth in **Exhibit B**; and

WHEREAS, Developer and District desire to secure such budget funding through the imposition of a continuing lien against the Property described in **Exhibit A** and otherwise as provided herein.

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

1. **FUNDING.** The Developer agrees to make available to the District the monies necessary for the operation of the District as called for in the budget attached hereto as **Exhibit B**, as may be amended from time to time in the District's sole discretion, within fifteen (15) days of written request by the District. Amendments to the Fiscal Year 2025 Budget as shown on **Exhibit B** adopted by the District at a duly noticed meeting shall have the effect of amending this Agreement without further action of the parties. Funds provided hereunder shall be placed in the District's general checking account. These payments are made by the Developer in lieu of taxes, fees, or assessments which might otherwise be levied or imposed by the District.

2. **CONTINUING LIEN.** District shall have the right to file a continuing lien upon the Property described in **Exhibit A** for all payments due and owing under the terms of this Agreement and for interest thereon, and for reasonable attorneys' fees, paralegals' fees, expenses and court costs incurred by the District incident to the collection of funds under this Agreement or for enforcement this lien, and all sums advanced and paid by the District for taxes and payment on account of superior interests, liens and encumbrances in order to preserve and protect the District's lien. The lien shall be effective as of the date and time of the recording of a "Notice of Lien for Fiscal Year 2025 Budget" in the public records of Flagler County, Florida ("**County**"), stating among other things, the description of the real property and the amount due as of the recording of the Notice, and the existence of this Agreement. The District Manager, in its sole discretion, is hereby authorized by the District to file the Notice of Lien for Fiscal Year 2025 Budget on behalf of the District, without the need of further Board action authorizing or directing such filing. At the District Manager's direction, the District may also bring an action at law against the record title holder to the Property to pay the amount due under this Agreement or may foreclose the lien against the Property in any manner authorized by law. The District may partially release any filed lien for portions of the Property subject to a plat if and when the Developer has demonstrated, in the District's sole discretion, such release will not materially impair the ability of the District to enforce the collection of funds hereunder. In the event the Developer sells any of the Property described in **Exhibit A** after the execution of this Agreement, the Developer's rights and obligations under this Agreement shall remain the same, provided however that the District shall only have the right to file a lien upon the remaining Property owned by the Developer.

3. **ALTERNATIVE COLLECTION METHODS.**

a. In the alternative or in addition to the collection method set forth in Paragraph 2 above, the District may enforce the collection of funds due under this Agreement by action against the Developer in the appropriate judicial forum in and for the County. The enforcement of the collection of funds in this manner shall be in the sole discretion of the District Manager on behalf of

the District. In the event that either party is required to enforce this Agreement by court proceedings or otherwise, then the parties agree that the prevailing party shall be entitled to recover from the other all costs incurred, including reasonable attorneys' fees and costs for trial, alternative dispute resolution, or appellate proceedings.

b. The District hereby finds that the activities, operations and services set forth in **Exhibit B** provide a special and peculiar benefit to the Property, which benefit is initially allocated on an equal developable acreage basis. The Developer agrees that the activities, operations and services set forth in **Exhibit B** provide a special and peculiar benefit to the Property equal to or in excess of the costs set forth in **Exhibit B**, on an equal developable acreage basis. Therefore, in the alternative or in addition to the other methods of collection set forth in this Agreement, the District, in its sole discretion, may choose to certify amounts due hereunder as a non-ad valorem assessment on all or any part of the Property for collection, either through the Uniform Method of Collection set forth in Chapter 197, Florida Statutes, or under any method of direct bill and collection authorized by Florida law. Such assessment, if imposed, may be certified on the next available tax roll of the County property appraiser.

4. **AGREEMENT; AMENDMENTS.** This instrument shall constitute the final and complete expression of the agreement between the parties relating to the subject matter of this Agreement. Amendments to and waivers of the provisions contained in this Agreement may be made only by an instrument in writing which is executed by both of the parties hereto.

5. **AUTHORIZATION.** The execution of this Agreement has been duly authorized by the appropriate body or official of all parties hereto, each party has complied with all the requirements of law, and each party has full power and authority to comply with the terms and provisions of this instrument.

6. **ASSIGNMENT.** This Agreement may be assigned, in whole or in part, by either party only upon the written consent of the other, which consent shall not be unreasonably withheld.

7. **DEFAULT.** A default by either party under this Agreement shall entitle the other to all remedies available at law or in equity, which shall include, but not be limited to, the right of damages, injunctive relief and specific performance and specifically including the ability of the District to enforce any and all payment obligations under this Agreement in the manner described herein in Paragraphs 2 and 3 above.

8. **THIRD PARTY RIGHTS; TRANSFER OF PROPERTY.** This Agreement is solely for the benefit of the formal parties herein and no right or cause of action shall accrue upon or by reason hereof, to or for the benefit of any third party not a formal party hereto. Nothing in this Agreement expressed or implied is intended or shall be construed to confer upon any person or corporation other than the parties hereto any right, remedy or claim under or by reason of this Agreement or any provisions or conditions hereof; and all of the provisions, representations, covenants and conditions herein contained shall inure to the sole benefit of and shall be binding upon the parties hereto and their respective representatives, successors and assigns. In the event the Developer sells or otherwise disposes of its business or of all or substantially all of its assets relating to improvements, work product, or lands within the District, the Developer shall continue to be bound by the terms of this Agreement and additionally shall expressly require that the purchaser agree to be bound by the terms of this Agreement. The Developer shall give 90 days prior written notice to the District under this Agreement of any such sale or disposition.

9. **FLORIDA LAW GOVERNS.** This Agreement and the provisions contained herein shall be construed, interpreted and controlled according to the laws of the State of Florida.

10. **ARM'S LENGTH TRANSACTION.** This Agreement has been negotiated fully between the parties as an arm's length transaction. The parties participated fully in the preparation of this Agreement with the assistance of their respective counsel. In the case of a dispute concerning the interpretation of any provision of this Agreement, the parties are each deemed to have drafted, chosen and selected the language, and the doubtful language will not be interpreted or construed against any party.

11. **EFFECTIVE DATE.** The Agreement shall be effective after execution by both parties hereto. The enforcement provisions of this Agreement shall survive its termination, until all payments due under this Agreement are paid in full.

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

**COLBERT LANDINGS COMMUNITY
DEVELOPMENT DISTRICT**

By: _____
Its: _____

**MERITAGE HOMES OF FLORIDA,
INC., a Florida corporation**

By: _____
Its: _____

EXHIBIT A: Property Description
EXHIBIT B: Fiscal Year 2025 Budget

EXHIBIT A
Property Description

A PARCEL OF LAND LYING AND BEING IN U.S. GOVERNMENT SECTIONS 3, 39 AND 40, TOWNSHIP 12 SOUTH, RANGE 31 EAST, FLAGLER COUNTY, FLORIDA, DESCRIBED AS FOLLOWS:

COMMENCE AT A 6" X 6" CONCRETE MONUMENT WITH BRASS DISK STAMPED "ORIGINAL SEC. COR. U.S. LAND SURVEY #261" FOUND AT THE NORTHWEST CORNER OF SECTION 11, TOWNSHIP 12 SOUTH, RANGE 31 EAST, FLAGLER COUNTY, FLORIDA AND RUN THENCE ALONG THE WEST LINE OF SAID SECTION 11, SOUTH 01°28'12" EAST, 1280.33 FEET TO A 5/8" IRON ROD WITH CAP STAMPED "LB 6566"; THENCE CONTINUE ALONG SAID WEST LINE, SOUTH 01°28'12" EAST, 691.36 FEET; THENCE DEPARTING SAID WEST LINE, NORTH 88°13'11" EAST 659.28 FEET TO A 4" X 4" CONCRETE MONUMENT WITH NO IDENTIFICATION; THENCE SOUTH 01°32'40" EAST, 673.19 FEET TO THE NORTH LINE OF A PARCEL OF LAND AS DESCRIBED AND RECORDED IN OFFICIAL RECORDS BOOK 251, PAGE 547, OF THE PUBLIC RECORDS OF FLAGLER COUNTY, FLORIDA; SAID LINE ALSO BEING 14.00 FEET NORTH OF AND PARALLEL WITH THE NORTH RIGHT OF WAY LINE OF STATE ROAD NO. 100 (F.D.O.T. SECTION 73020-2515), A 200 FOOT WIDE PUBLIC RIGHT OF WAY; THENCE ALONG SAID PARALLEL LINE SOUTH 89°29'02" EAST, 386.53 FEET TO A 4" X 4" CONCRETE MONUMENT WITH DISK STAMPED "BOUNDARY POINT PLS 2642" FOUND AT THE INTERSECTION OF SAID PARALLEL LINE AND THE WESTERLY RIGHT OF WAY LINE OF A 15 FOOT WIDE BIKE PATH RIGHT OF WAY, ALSO KNOWN AS PARCEL "B", AS DESCRIBED AND RECORDED IN OFFICIAL RECORDS BOOK 591 PAGE 773, OF THE PUBLIC RECORDS OF FLAGLER COUNTY, FLORIDA; THENCE ALONG SAID WESTERLY RIGHT OF WAY LINE, NORTH 05°36'17" EAST, 898.02 FEET TO A 4" X 4" CONCRETE MONUMENT WITH DISK STAMPED "BOUNDARY POINT PLS 2642" FOUND AT THE BEGINNING OF A TANGENTIAL CURVE CONCAVE TO THE WEST; HAVING A RADIUS OF 1895.00 FEET AND A DELTA ANGLE OF 48°32'17", WHOSE CHORD BEARS NORTH 18°39'51" WEST; THENCE CONTINUE ALONG SAID WESTERLY RIGHT OF WAY LINE, ALONG THE ARC OF SAID CURVE IN A NORTHERLY AND COUNTER CLOCKWISE DIRECTION, 1605.35 FEET; THENCE CONTINUE ALONG SAID WESTERLY RIGHT OF WAY LINE, TANGENT TO THE LAST CURVE, NORTH 42°56'00" WEST, 51.23 FEET TO AN INTERSECTION WITH THE WESTERLY LINE OF A 15 FOOT WIDE PUBLIC BIKE PATH RIGHT OF WAY AS DESCRIBED AND RECORDED IN OFFICIAL RECORDS BOOK 474, PAGE 820, OF THE PUBLIC RECORDS OF FLAGLER COUNTY, FLORIDA, BEING A POINT ON A CURVE CONCAVE TO THE SOUTHWEST, HAVING A RADIUS OF 1725.00 FEET AND A DELTA ANGLE OF 00°47'54", WHOSE CHORD BEARS NORTH 49°16'55" WEST; THENCE ALONG SAID WESTERLY RIGHT OF WAY LINE AND THE ARC OF SAID CURVE IN A NORTHWESTERLY AND COUNTER-CLOCKWISE DIRECTION, 24.03 FEET; THENCE CONTINUE ALONG SAID WESTERLY RIGHT OF WAY LINE, TANGENT TO THE LAST CURVE, NORTH 49°40'52" WEST, 322.47 FEET TO A 4" X 4" CONCRETE MONUMENT WITH NO IDENTIFICATION FOUND AT THE BEGINNING OF A TANGENTIAL CURVE CONCAVE TO THE NORTHEAST, HAVING A RADIUS OF 2075.00 FEET AND A DELTA ANGLE OF 20°49'27", WHOSE CHORD BEARS NORTH 39°16'08" WEST; THENCE ALONG THE ARC OF SAID CURVE IN A NORTHWESTERLY AND CLOCKWISE DIRECTION, 754.16 FEET; THENCE LEAVING SAID WESTERLY RIGHT OF WAY LINE, SOUTH 61°02'26" WEST, 132.61 FEET TO THE BEGINNING OF A TANGENTIAL CURVE CONCAVE TO THE NORTH, HAVING A RADIUS OF 76.20 FEET AND A DELTA ANGLE OF 90°53'14", WHOSE CHORD BEARS NORTH 73°30'57" WEST; THENCE ALONG THE ARC OF SAID CURVE IN A NORTHWESTERLY AND CLOCKWISE DIRECTION, 120.87 FEET TO A 4" X 4" CONCRETE MONUMENT WITH NO IDENTIFICATION FOUND AT THE BEGINNING OF A COMPOUND CURVE, CONCAVE TO THE NORTHEAST, HAVING A RADIUS OF 2381.20 FEET AND A DELTA ANGLE OF 07°08'07", WHOSE CHORD BEARS NORTH 24°30'17" WEST; THENCE ALONG THE ARC OF SAID CURVE IN A NORTHWESTERLY AND CLOCKWISE DIRECTION, 296.54 FEET TO THE BEGINNING OF A COMPOUND CURVE, CONCAVE TO THE SOUTHEAST, HAVING A RADIUS OF 76.20 FEET AND A DELTA ANGLE OF 90°53'13", WHOSE CHORD BEARS NORTH 24°30'23" EAST; THENCE ALONG THE ARC OF SAID CURVE IN A NORTHEASTERLY AND CLOCKWISE DIRECTION, 120.87 FEET TO A 4" X 4" CONCRETE MONUMENT WITH DISK STAMPED "BOUNDARY POINT PLS 2642" SAID CONCRETE MONUMENT ALSO BEING THE POINT OF BEGINNING OF THE LANDS BEING DESCRIBED; THENCE TANGENT TO THE LAST CURVE, NORTH 69°57'00" EAST, 143.00 FEET TO AN INTERSECTION WITH THE AFORESAID 15 FOOT WIDE PUBLIC BIKE PATH RIGHT OF WAY AS

DESCRIBED AND RECORDED IN OFFICIAL RECORDS OFFICIAL RECORDS BOOK 474, PAGE 820, OF THE PUBLIC RECORDS OF FLAGLER COUNTY, FLORIDA, SAID POINT BEING ON A CURVE CONCAVE TO THE EAST, HAVING A RADIUS OF 2075.00 FEET AND A DELTA ANGLE OF 14°15'57", WHOSE CHORD BEARS NORTH 10°10'32" WEST; THENCE ALONG SAID WESTERLY RIGHT OF WAY LINE AND THE ARC OF SAID CURVE IN A NORTHERLY AND CLOCKWISE DIRECTION, 516.64 FEET; THENCE LEAVING SAID WESTERLY RIGHT OF WAY LINE, NORTH 79°37'07" WEST, 378.84 FEET, THENCE NORTH 47°30'38" WEST, 210.90 FEET; THENCE NORTH 08°02'07" WEST, 278.13 FEET; THENCE NORTH 42°31'19" WEST, 644.26 FEET; THENCE NORTH 63°57'47" WEST, 302.89 FEET; THENCE NORTH 85°53'27" WEST, 132.53 FEET; THENCE NORTH 03°36'14" EAST, 123.70 FEET; THENCE NORTH 43°33'24" WEST, 406.24 FEET; THENCE SOUTH 43°05'57" WEST, 91.04 FEET; THENCE SOUTH 04°15'25" WEST, 104.75 FEET; THENCE SOUTH 40°22'25" WEST, 324.10 FEET; THENCE SOUTH 80°06'11" WEST, 55.25 FEET; THENCE NORTH 27°50'43" EAST, 332.95 FEET; THENCE NORTH 00°00'00" EAST, 85.47 FEET; THENCE NORTH 47°33'46" EAST, 191.77 FEET; THENCE NORTH 15°15'48" WEST, 155.15 FEET; THENCE NORTH 34°00'46" WEST, 636.31 FEET; THENCE SOUTH 85°20'40" WEST, 87.82 FEET; THENCE SOUTH 12°52'08" WEST, 314.39 FEET; THENCE NORTH 77°50'07" WEST, 101.47 FEET; THENCE NORTH 17°19'15" WEST, 156.79 FEET; THENCE NORTH 71°16'17" WEST, 309.76 FEET; THENCE SOUTH 78°29'33" WEST, 105.55 FEET; THENCE NORTH 58°58'10" WEST, 118.93 FEET; THENCE NORTH 00°58'16" EAST, 127.06 FEET; THENCE SOUTH 66°43'11" EAST, 277.69 FEET; THENCE NORTH 39°57'04" EAST, 104.92 FEET; THENCE SOUTH 67°50'42" EAST, 245.71 FEET; THENCE NORTH 37°03'07" WEST, 803.78 FEET; THENCE SOUTH 58°52'20" WEST, 606.67 FEET; THENCE SOUTH 49°01'16" WEST, 347.81 FEET; THENCE SOUTH 11°33'59" EAST, 145.51 FEET; THENCE SOUTH 32°19'01" WEST, 185.55 FEET; THENCE SOUTH 26°09'35" EAST, 79.41 FEET; THENCE SOUTH 28°37'27" WEST, 194.88 FEET; THENCE SOUTH 12°48'41" EAST, 131.57 FEET; THENCE SOUTH 39°58'25" EAST, 279.70 FEET; THENCE SOUTH 11°49'24" EAST, 69.15 FEET; THENCE SOUTH 07°16'18" EAST, 1441.48 FEET; THENCE SOUTH 37°58'06" EAST, 1030.47 FEET; THENCE SOUTH 68°55'03" EAST, 134.66 FEET; THENCE NORTH 23°12'03" EAST, 19.66 FEET; THENCE NORTH 14°17'00" EAST, 35.87 FEET; THENCE NORTH 27°21'21" WEST, 36.08 FEET; THENCE NORTH 41°53'24" WEST, 52.96 FEET; THENCE NORTH 23°06'37" WEST, 65.21 FEET; THENCE NORTH 26°21'14" WEST, 52.61 FEET; THENCE NORTH 42°14'07" WEST, 56.80 FEET; THENCE NORTH 30°24'21" WEST, 68.42 FEET; THENCE NORTH 00°37'21" WEST, 13.30 FEET; THENCE NORTH 29°09'39" EAST, 47.69 FEET; THENCE NORTH 34°24'50" EAST, 3.75 FEET; THENCE NORTH 85°44'23" EAST, 372.47 FEET; THENCE TO A POINT ON A TANGENTIAL CURVE CONCAVE TO THE NORTHWEST, HAVING A RADIUS OF 645.00 FEET AND A DELTA ANGLE OF 42°29'14", WHOSE CHORD BEARS NORTH 64°29'46" EAST; THENCE ALONG THE ARC OF SAID CURVE IN A NORTHEASTERLY AND COUNTER-CLOCKWISE DIRECTION, 478.29 FEET; THENCE NORTH 43°15'09" EAST, 159.41 FEET; THENCE SOUTH 77°42'13" EAST, 85.36 FEET; THENCE NORTH 63°08'32" EAST 33.73 FEET; THENCE SOUTH 61°46'15" EAST, 26.08 FEET; THENCE SOUTH 06°41'01" EAST, 39.51 FEET; THENCE SOUTH 74°40'55" EAST, 41.27 FEET; THENCE NORTH 17°32'20" WEST, 17.16 FEET; THENCE NORTH 32°33'17" EAST, 23.37 FEET; THENCE NORTH 82°38'55" EAST, 72.30 FEET; THENCE NORTH 72°43'57" EAST, 53.76 FEET; THENCE SOUTH 57°36'12" EAST, 163.54 FEET TO A POINT ON A NON-TANGENTIAL CURVE CONCAVE TO THE SOUTHWEST, HAVING A RADIUS OF 170.00 FEET AND A DELTA ANGLE OF 26°19'49", WHOSE CHORD BEARS SOUTH 79°52'53" EAST; THENCE ALONG THE ARC, OF SAID CURVE IN A SOUTHEASTERLY AND CLOCKWISE DIRECTION, 78.12 FEET; THENCE NORTH 20°09'45" EAST, 122.93 FEET TO A POINT ON A NON-TANGENTIAL CURVE CONCAVE TO THE NORTHEAST, HAVING A RADIUS OF 815.00 FEET AND A DELTA ANGLE OF 01°12'41"; WHOSE CHORD BEARS SOUTH 70°26'35" EAST; THENCE ALONG THE ARC OF SAID CURVE IN A SOUTHEASTERLY AND COUNTER-CLOCKWISE DIRECTION 17.23 FEET TO A POINT OF REVERSE CURVATURE; THENCE ON A CURVE CONCAVE TO THE SOUTHWEST, HAVING A RADIUS OF 225.00 FEET AND A DELTA ANGLE OF 29°22'15", WHOSE CHORD BEARS SOUTH 56°21'48" EAST; THENCE ALONG THE ARC OF SAID CURVE IN A SOUTHEASTERLY AND CLOCKWISE DIRECTION, 115.34 FEET; THENCE NORTH 48°19'19" EAST, 176.46 FEET; THENCE SOUTH 31°22'57" EAST, 337.36 FEET; THENCE SOUTH 58°37'03" WEST, 21.62 FEET; THENCE SOUTH 31°22'57" EAST, 170.00 FEET; THENCE NORTH 58°37'03" EAST, 120.00 FEET; THENCE SOUTH 31°22'57" EAST, 40.67 FEET; THENCE NORTH 00°50'41" WEST, 7.61 FEET; THENCE NORTH 38°05'23" EAST, 51.52 FEET; THENCE NORTH 73°10'15" EAST, 16.01 FEET; THENCE SOUTH 70°53'31" EAST, 61.73 FEET; THENCE SOUTH 50°53'52" EAST, 52.03 FEET; THENCE SOUTH 16°27'39" EAST, 55.82 FEET; THENCE SOUTH 32°59'09" EAST, 30.95 FEET; THENCE SOUTH 38°49'18" EAST, 64.12 FEET; THENCE SOUTH 14°45'31" EAST, 10.50 FEET; THENCE SOUTH

08°35'43" WEST, 46.61 FEET; THENCE SOUTH 21°39'02" EAST, 51.76 FEET; THENCE NORTH 62°10'19" EAST, 205.13 FEET; THENCE NORTH 69°57'00" EAST, 194.43 FEET TO THE POINT OF BEGINNING.

TOGETHER WITH:

A PORTION OF LAND LYING IN SECTIONS 3, 10, 11 AND 39, TOWNSHIP 12 SOUTH, RANGE 31 EAST, CITY OF PALM COAST, FLAGLER COUNTY, FLORIDA, BEING A PORTION OF LANDS OF COLBERT LANE, LLC. AS RECORDED IN ORB 861, PG 1536, A PORTION OF SAID LANDS BEING A PORTION OF LOTS 4, 5 AND 6, BLOCK B. SECTION 11, TOWNSHIP 12 SOUTH, RANGE 31 EAST OF THE PLAT OF BUNNELL DEVELOPMENT COMPANY AS RECORDED IN MAP BOOK (MB) 1, PAGE (PG) 1 OF THE PUBLIC RECORDS OF SAID COUNTY AND BEING MORE PARTICULARLY DESCRIBED AS FOLLOWS:

FROM A POINT OF REFERENCE BEING THE INTERSECTION OF THE NORTHERLY RIGHT OF WAY (R/W) LINE OF STATE ROAD 100, A 200 FOOT WIDE R/W PER STATE OF FLORIDA DEPARTMENT OF TRANSPORTATION SECTION 73020 -2515 AND THE EAST LINE OF SAID SECTION 10; THENCE RUN N01°28'12"W ON THE EAST LINE OF SAID SECTION 10 AND THE WEST LINE OF SAID PLAT OF BUNNELL DEVELOPMENT COMPANY FOR A DISTANCE OF 1,353.10 FEET TO THE POINT OF BEGINNING, SAID POINT BEARS N01°28'12"W, 1.00 FEET FROM THE NORTHEAST CORNER OF EDGE PROPERTIES, LLC AS RECORDED IN OFFICIAL RECORDS BOOK (ORB) 961, PG 1149; THENCE DEPARTING SAID SECTION AND PLAT LINES, RUN ON A LINE LYING 1.00 FOOT NORTH OF AND PARALLEL TO THE NORTH LINE OF SAID EDGE PROPERTIES, S89°37'11"W OVER AND ACROSS LANDS OF COLBERT LANE, LLC AS RECORDED IN ORB 861, PG 1536 FOR A DISTANCE OF 1,640.62 FEET TO A POINT, SAID POINT BEARS N01°28'12"W, 1.00 FEET FROM THE NORTHWEST CORNER OF SAID EDGE PROPERTIES; THENCE RUN S89°34'26"W FOR A DISTANCE OF 1,251.87 FEET TO A POINT ON THE EASTERLY LINE OF LANDS OF THE FLORIDA DEPARTMENT OF TRANSPORTATION AS RECORDED IN ORB 551, PG 594 AND ORB 552, PG 1273; THENCE RUN N37°09'48 "W ON SAID EASTERLY LINE FOR A DISTANCE OF 62.64 FEET TO A POINT; THENCE RUN N03°29'47"W FOR A DISTANCE OF 762.72 FEET TO A POINT; THENCE RUN N52°05'15"E FOR A DISTANCE OF 552.54 FEET TO A POINT; THENCE RUN N19°41'16"W FOR A DISTANCE OF 744.45 FEET TO A POINT; THENCE RUN N68°55'03"W FOR A DISTANCE OF 170.22 FEET TO A POINT, SAID POINT BEING ON THE SOUTHERLY LINE OF WATERFORD INVESTMENT PROPERTIES, INC. AS RECORDED IN ORB 1648, PG 766; THENCE DEPARTING SAID EASTERLY LINE RUN ON SAID SOUTHERLY LINE THE FOLLOWING 12 COURSES, 1) N23°12'03"E, 19.66 FEET; 2) N14°17'00"E, 35.87 FEET; 3) N27°21'21"W, 36.08 FEET; 4) N41°53'24" W, 52.96 FEET; 5) N23°06'37"W, 65.21 FEET; 6) N26°21'14"W, 52.61 FEET; 7) N42°14'07"W, 56.80 FEET; 8) N30°24'21"W, 68.42 FEET; 9) N00°37'21"W, 13.30 FEET; 10) N29°09'39"E, 47.69 FEET; 11) N34°24 '50"E, 3.75 FEET; 12) N85°44'23"E, 372.47 FEET TO A POINT OF CURVATURE; THENCE RUN NORTHEASTERLY ON SAID CURVE TO THE LEFT HAVING AN ARC LENGTH OF 478.29 FEET, A RADIUS OF 645.00 FEET, A CENTRAL ANGLE OF 42°29'14", A CHORD LENGTH OF 467.41 FEET AND A CHORD BEARING OF N64°29'46"E TO A POINT OF TANGENCY; THENCE RUN THE FOLLOWING 11 COURSES, 1) N43°15'09"E, 159.41 FEET; 2) S77°42'13"E, 85.36 FEET; 3) N63°08'32"E, 33.73 FEET; 4) S61°46'15"E, 26.08 FEET; 5) S06°41'01"E, 39.51 FEET; 6) S74°40'55"E, 41.27 FEET; 7) N17°32'20 "W, 17.16 FEET; 8) N32°33'17"E, 23.37 FEET; 9) N82°38'55"E, 72.30 FEET; 10) N72°43'57"E, 53.76 FEET; 11) S57°36'12"E, 163.54 FEET TO A POINT ON A NONTANGENT CURVE; THENCE RUN EASTERLY ON SAID CURVE TO THE RIGHT HAVING AN ARC LENGTH OF 78.12 FEET, A RADIUS OF 170.00 FEET, A CENTRAL ANGLE OF 26°19'49", A CHORD LENGTH OF 77.44 FEET AND A CHORD BEARING OF S79°52'53"E TO A POINT ON A NONTANGENT LINE; THENCE RUN N20°09'45"E FOR A DISTANCE OF 122.93 FEET TO A POINT ON A NONTANGENT CURVE; THENCE RUN SOUTHEASTERLY ON SAID CURVE TO THE LEFT HAVING AN ARC LENGTH OF 17.23 FEET, A RADIUS OF 815.00 FEET, A CENTRAL ANGLE OF 1°12'41", A CHORD LENGTH OF 17.23 FEET AND A CHORD BEARING OF S70°26'35"E TO A POINT OF REVERSE CURVATURE; THENCE RUN SOUTHEASTERLY ON SAID CURVE TO THE RIGHT HAVING AN ARC LENGTH OF 115.34 FEET, A RADIUS OF 225.00 FEET, A CENTRAL ANGLE OF 29°22'15", A CHORD LENGTH OF 114.08 FEET AND A CHORD BEARING OF S56°21'48"E TO A POINT ON A NONTANGENT LINE; THENCE RUN THE FOLLOWING 17 COURSES, 1) N48°19'19"E, 176.46 FEET; 2) S31°22'57"E, 337.36 FEET; 3) S58°37'03"W, 21.62 FEET; 4) S31°22'57"E, 170.00 FEET; 5) N58°37'03"E, 120.00 FEET; 6) S31°22'57"E, 40.67 FEET; 7) N00°50'41"W, 7.61 FEET;

8) N38°05'23"E, 51.52 FEET; 9) N73°10'15 "E, 16.01 FEET; 10) S70°53'31"E, 61.73 FEET; 11) S50°53'52"E, 52.03 FEET; 12) S16°27'39"E, 55.82 FEET; 13) S32°59'09"E, 30.95 FEET; 14) S38°49'18"E, 64.72 FEET; 15) S14°45'31"E, 10.50 FEET; 16) S08°35'43"W, 46.61 FEET; 17) S23°39'02"E, 51.80 FEET TO A POINT ON THE NORTHWESTERLY LINE OF FLAGLER LIFESTYLE COMMUNITIES, AS RECORDED IN ORB 1190, PG 1606; THENCE RUN S62°10'19"W ON SAID NORTHWESTERLY LINE FOR A DISTANCE OF 192.30 FEET TO A POINT; THENCE RUN S31°22'57"E FOR A DISTANCE OF 1,542.48 FEET TO A POINT; THENCE RUN N58°37'03"E FOR A DISTANCE OF 867.83 FEET TO A POINT ON THE WESTERLY LINE OF A 15 FOOT WIDE STRIP OF LANDS OF FLAGLER COUNTY, AS RECORDED IN ORB 474, PG 820, SAID STRIP OF LAND LYING PARALLEL TO AND ABUTTING THE WESTERLY R/W LINE OF COLBERT LANE, A 120 FOOT WIDE R/W AS RECORDED IN ORB 455, PG 876; THENCE DEPARTING SAID FLAGLER LIFESTYLE COMMUNITIES, RUN ON THE WESTERLY LINE OF SAID 15 FOOT STRIP S49°40'53"E FOR A DISTANCE OF 11.27 FEET TO A POINT OF CURVATURE; THENCE RUN SOUTHEASTERLY ON SAID CURVE TO THE RIGHT HAVING AN ARC LENGTH OF 24.28 FEET, A RADIUS OF 1,725.00 FEET, A CENTRAL ANGLE OF 0°48'23", A CHORD LENGTH OF 24.28 FEET AND A CHORD BEARING OF S49°16'41 "E TO A POINT ON A NONTANGENT LINE, SAID POINT BEING ON THE WESTERLY LINE OF A 15 FOOT WIDE STRIP OF LANDS OF FLAGLER COUNTY, (PARCEL B) AS RECORDED IN ORB 591, PG 773, SAID STRIP OF LAND LYING PARALLEL TO AND ABUTTING THE WESTERLY R/W LINE OF COLBERT LANE, A 200 FOOT WIDE R/W (PARCEL A) AS RECORDED IN ORB 591, PG 773; THENCE DEPARTING SAID 15 FOOT WIDE STRIP AS RECORDED IN ORB 474, PG 820, RUN S42°55'59"E ON SAID 15 FOOT STRIP AS RECORDED IN ORB 591, PG 773, FOR A DISTANCE OF 36.95 FEET TO A POINT; THENCE DEPARTING SAID 15 FOOT STRIP RUN S58°37'03W OVER AND ACROSS SAID LANDS OF COLBERT LANE, LLC FOR A DISTANCE OF 793.83 FEET TO A POINT ON THE EAST LINE OF SAID SECTION 10; THENCE RUN S01°28'12"E FOR A DISTANCE OF 618.62 FEET TO THE POINT OF BEGINNING.

COLBERT LANDINGS
COMMUNITY DEVELOPMENT DISTRICT

6A

PROOF OF PUBLICATION

Daphne Gillyard
Colbert Landings Community Development District
2300 Glades RD # 410W
Boca Raton FL 33431-8556

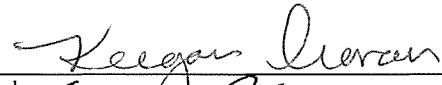
STATE OF WISCONSIN, COUNTY OF BROWN

Before the undersigned authority personally appeared, who on oath says that he or she is the Legal Coordinator of The News-Journal, published in Volusia and Flagler Counties, Florida; that the attached copy of advertisement, being a Govt Public Notices, was published on the publicly accessible website of Volusia and Flagler Counties, Florida, or in a newspaper by print in the issues of, on:

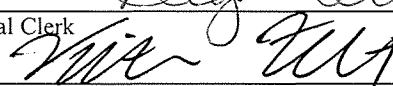
01/31/2024

Affiant further says that the website or newspaper complies with all legal requirements for publication in chapter 50, Florida Statutes.

Subscribed and sworn to before me, by the legal clerk, who is personally known to me, on 01/31/2024



Legal Clerk



Notary, State of WI, County of Brown

My commission expires

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KAITLYN FELTY
Notary Public
State of Wisconsin

REQUEST FOR QUALIFICATIONS ("RFQ") FOR ENGINEERING SERVICES FOR COLBERT LANDINGS COMMUNITY DEVELOPMENT DISTRICT

Colbert Landings Community Development District ("District"), located in the City of Palm Coast, Flagler County, Florida, announces that professional engineering services will be required on a continuing basis for the District. The engineering firm selected will act in the general capacity of District Engineer and, if so authorized, may provide general engineering services as well as engineering services on an ongoing basis and for the design and construction administration associated with the District's capital improvement plan. The District may select one or more engineering firms to provide engineering services on an ongoing basis.

Any firm or individual ("Applicant") desiring to provide professional services to the District must: 1) hold applicable federal, state and local licenses; 2) be authorized to do business in Florida in accordance with Florida law; and 3) furnish a statement ("Qualification Statement") of its qualifications and past experience on U.S. General Service Administration's "Architect-Engineer Qualifications, Standard Form No. 330," with pertinent supporting data. Among other things, Applicants must submit information relating to: a) the ability and adequacy of the Applicant's professional personnel; b) whether the Applicant is a certified minority business enterprise; c) the Applicant's willingness to meet time and budget requirements; d) the Applicant's past experience and performance, including but not limited to past experience as a District Engineer for any community development districts and past experience in the City of Palm Coast, Flagler County, Florida; e) the geographic location of the Applicant's headquarters and offices; f) the current and projected workloads of the Applicant; and g) the volume of work previously awarded to the Applicant by the District. Further, each Applicant must identify the specific individual affiliated with the Applicant who would be handling District meetings, construction services, and other engineering tasks.

The District will review all Applicants and will comply with Florida law, including the Consultant's Competitive Negotiations Act, Chapter 287, Florida Statutes ("CCNA"). All Applicants must submit one (1) unbound and (1) electronic copy of Standard Form No. 330 and Qualification Statement by 12:00 p.m. on February 14, 2024 and to the attention of Wrathell, Hunt and Associates, LLC, 2300 Glades Road, Suite 410W, Boca Raton, Florida 33431; Ph: (561)571-0010 ("District Manager's Office").

The Board of Supervisors shall select and rank the Applicants using the requirements set forth in the CCNA and the evaluation criteria on file with the District Manager's Office, and the highest ranked Applicant will be requested to enter into contract negotiations. If an agreement cannot be reached between the District and the highest ranked Applicant, negotiations will cease and begin with the next highest ranked Applicant, and if these negotiations are unsuccessful, will continue to the third highest ranked Applicant. The District reserves the right to reject any and all Qualification Statements. Additionally, there is no express or implied obligation for the District to reimburse Applicants for any expenses associated with the preparation and submittal of the Qualification Statements in response to this request.

Any protest regarding the terms of this Notice, or the evaluation criteria on file with the District Manager's Office, must be filed in writing with the District Manager's Office, within seventy-two (72) hours after the publication of this Notice. The formal protest setting forth with particularity the facts and law upon which the protest is based shall be filed within seven (7) calendar days after the initial notice of protest was filed. Failure to timely file a notice of protest or failure to timely file a formal written protest shall constitute a waiver of any right to object or protest with respect to aforesaid Notice or evaluation criteria provisions. Any person who files a notice of protest shall provide to the District, simultaneous with the filing of the notice, a protest bond with a responsible surety to be approved by the District and in the amount of Ten Thousand Dollars (\$10,000.00). Any and all questions relative to this RFQ shall be directed in writing by e-mail only to Craig Wrathell at wrathellc@whhassociates.com with e-mail copy to Jennifer Kilinski at jennifer@cddlattorneys.com.

COLBERT LANDINGS
COMMUNITY DEVELOPMENT DISTRICT

6B

REQUEST FOR QUALIFICATIONS ("RFQ") FOR ENGINEERING SERVICES FOR COLBERT LANDINGS COMMUNITY DEVELOPMENT DISTRICT

Colbert Landings Community Development District ("**District**"), located in the City of Palm Coast, Flagler County, Florida, announces that professional engineering services will be required on a continuing basis for the District. The engineering firm selected will act in the general capacity of District Engineer and, if so authorized, may provide general engineering services as well as engineering services on an ongoing basis and for the design and construction administration associated with the District's capital improvement plan. The District may select one or more engineering firms to provide engineering services on an ongoing basis.

Any firm or individual ("**Applicant**") desiring to provide professional services to the District must: 1) hold applicable federal, state and local licenses; 2) be authorized to do business in Florida in accordance with Florida law; and 3) furnish a statement ("**Qualification Statement**") of its qualifications and past experience on U.S. General Service Administration's "Architect-Engineer Qualifications, Standard Form No. 330," with pertinent supporting data. Among other things, Applicants must submit information relating to: a) the ability and adequacy of the Applicant's professional personnel; b) whether the Applicant is a certified minority business enterprise; c) the Applicant's willingness to meet time and budget requirements; d) the Applicant's past experience and performance, including but not limited to past experience as a District Engineer for any community development districts and past experience in the City of Palm Coast, Flagler County, Florida; e) the geographic location of the Applicant's headquarters and offices; f) the current and projected workloads of the Applicant; and g) the volume of work previously awarded to the Applicant by the District. Further, each Applicant must identify the specific individual affiliated with the Applicant who would be handling District meetings, construction services, and other engineering tasks.

The District will review all Applicants and will comply with Florida law, including the Consultant's Competitive Negotiations Act, Chapter 287, *Florida Statutes* ("**CCNA**"). All Applicants must submit one (1) unbound and (1) electronic copy of Standard Form No. 330 and Qualification Statement by 12:00 p.m. on February 14, 2024 and to the attention of Wrathell, Hunt and Associates, LLC, 2300 Glades Road, Suite 410W, Boca Raton, Florida 33431; Ph: (561) 571-0010 ("**District Manager's Office**").

The Board of Supervisors shall select and rank the Applicants using the requirements set forth in the CCNA and the evaluation criteria on file with the District Manager's Office, and the highest ranked Applicant will be requested to enter into contract negotiations. If an agreement cannot be reached between the District and the highest ranked Applicant, negotiations will cease and begin with the next highest ranked Applicant, and if these negotiations are unsuccessful, will continue to the third highest ranked Applicant. The District reserves the right to reject any and all Qualification Statements. Additionally, there is no express or implied obligation for the District to reimburse Applicants for any expenses associated with the preparation and submittal of the Qualification Statements in response to this request.

Any protest regarding the terms of this Notice, or the evaluation criteria on file with the District Manager's Office, must be filed in writing with the District Manager's Office, within seventy-two (72) hours after the publication of this Notice. The formal protest setting forth with particularity the facts and law upon which the protest is based shall be filed within seven (7) calendar days after the initial notice of protest was filed. Failure to timely file a notice of protest

or failure to timely file a formal written protest shall constitute a waiver of any right to object or protest with respect to aforesaid Notice or evaluation criteria provisions. Any person who files a notice of protest shall provide to the District, simultaneous with the filing of the notice, a protest bond with a responsible surety to be approved by the District and in the amount of Ten Thousand Dollars (\$10,000.00).

Any and all questions relative to this RFQ shall be directed in writing by e-mail only to Craig Wrathell at wrathellc@whhassociates.com with e-mail copy to Jennifer Kilinski at jennifer@cddlattorneys.com.

District Manager

**COLBERT LANDINGS COMMUNITY DEVELOPMENT DISTRICT
DISTRICT ENGINEER REQUEST FOR QUALIFICATIONS**

COMPETITIVE SELECTION CRITERIA

1) Ability and Adequacy of Professional Personnel (Weight: 25 Points)

Consider the capabilities and experience of key personnel within the firm including certification, training, and education; affiliations and memberships with professional organizations; etc.

2) Consultant's Past Performance (Weight: 25 Points)

Past performance for other Community Development Districts in other contracts; amount of experience on similar projects; character, integrity, reputation of respondent; etc.

3) Geographic Location (Weight: 20 Points)

Consider the geographic location of the firm's headquarters, offices and personnel in relation to the project.

4) Willingness to Meet Time and Budget Requirements (Weight: 15 Points)

Consider the consultant's ability and desire to meet time and budget requirements including rates, staffing levels and past performance on previous projects; etc.

5) Certified Minority Business Enterprise (Weight: 5 Points)

Consider whether the firm is a Certified Minority Business Enterprise. Award either all eligible points or none.

6) Recent, Current and Projected Workloads (Weight: 5 Points)

Consider the recent, current and projected workloads of the firm.

7) Volume of Work Previously Awarded to Consultant by District (Weight: 5 Points)

Consider the desire to diversify the firms that receive work from the District; etc.

COLBERT LANDINGS
COMMUNITY DEVELOPMENT DISTRICT

6C1

QUALIFICATIONS

Engineering Services

Prepared for:

**Colbert Landings Community
Development District**

Flagler County, FL

Prepared by:



February 14, 2024



February 14, 2024

District Managers Office

Wrathell, Hunt, and Associates, LLC
2300 Glades Road, Suite 410W
Boca Raton, FL 33431

✉ wrathellc@whhassociates.com

Alliant Engineering, Inc.

10475 Fortune Parkway, Suite 101
Jacksonville, FL 32256

904.240.1351 MAIN
www.alliant-inc.com

**Building better communities with
excellence and passion.**

RE: Engineering Services for Colbert Landings Community Development District

Dear Mr. Wrathell, Ms. Kilinski, and Members of the Evaluation Committee:

Alliant Engineering, Inc. (Alliant) and our teaming partner **Meskel & Associates Engineering** (MAE) and **ECS Florida, LLC** (ECS) are pleased to submit our proposal for Engineering Services. **Curt Wimpée, PE** is Alliant's Southeast Regional Manager and will serve as the Quality Manager while **David Landing, PE** will serve as the Project Manager and will be the CDD's primary point-of-contact.

Alliant was founded in Minneapolis in 1995 and has grown from a company with one employee into an organization of over 177 diverse professionals and support staff. We have been providing services to clients like the Colbert Landings Community Development District for over 28 years. In 2015 Alliant expanded to Jacksonville, FL to better serve its clients in the southeast region. Alliant is an S-Corporation providing a range of comprehensive services including but not limited to civil engineering, construction services, environmental services, intelligent transportation systems, landscape architecture, land survey, roadway design, structures, traffic engineering, and water resources.

Alliant's business philosophy is to keep our values of community, excellence, creating value, collaboration, being future focused, and integrity at the forefront of everything we do. Our corporate mission to Build Better Communities With Excellence And Passion is evident within our culture and our outstanding Client Service distinguishes us from other companies.

We understand you are looking for a consultant partner that is more than just a designer or engineer. You expect a partner that can lead and manage projects from concept through construction and efficiently address any challenges along the way. As your Project Manager, **David Landing, PE** will serve as your primary point of contact and will ensure that our team will be focused, flexible, and responsive to the needs of the CDD and its residents. We will focus on timely, honest, and open communication and delivering quality from the day the project starts all the way through project bidding, construction, and closeout.

Alliant is interested in pursuing this solicitation to continue to grow our services throughout Florida. We are excited to serve the CDD and are committed to providing the highest quality service for selected projects. Thank you for your consideration and we look forward to partnering with you. Please feel free to contact me with any questions or if you require any additional information.

Sincerely,

Alliant Engineering, Inc.



David R. Landing, PE *Project Manager*

✉ dlanding@alliant-inc.com
☎ 904.513.3218



Curt Wimpée, PE *Regional Manager,
Principal-in-Charge*

✉ cwimpee@alliant-inc.com
☎ 904.647.5383

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 Colbert Landings Community Development District, City of Palm Coast, Flagler County, Florida

2. PUBLIC NOTICE DATE

01/31/2024

3. SOLICITATION OR PROJECT NUMBER

NA

B. ARCHITECT-ENGINEER POINT OF CONTACT

4. NAME AND TITLE

David R. Landing, PE/Project Manager

5. NAME OF FIRM

Alliant Engineering, Inc.

6. TELEPHONE NUMBER

(904) 723-4895

7. FAX NUMBER

NA

8. E-MAIL ADDRESS

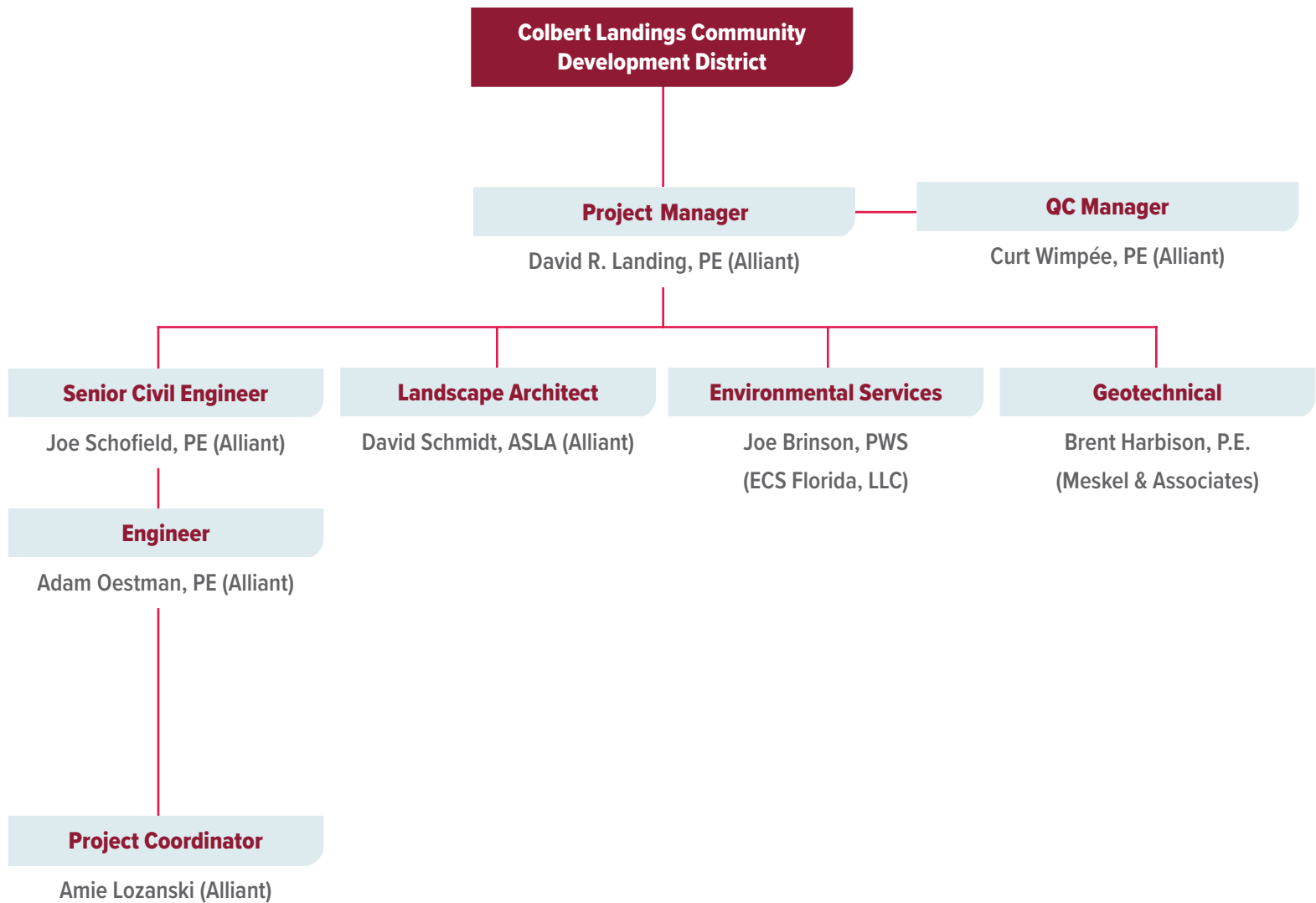
bnelson@alliant-inc.com

	(Check)			9. FIRM NAME	10. ADDRESS	11. ROLE IN THIS CONTRACT
	PRIME	J-V PARTNER	SUBCONTRACTOR			
a.	X			Alliant Engineering, Inc. X CHECK IF BRANCH OFFICE	10475 Fortune Pkwy Ste 101, Jacksonville, FL 32256	Project Management, Civil, Landscape
b.			X	ECS Florida, LLC X CHECK IF BRANCH OFFICE	11554 Davis Creek Court, Jacksonville, FL 32256	Environmental Services
c.			X	Meskel & Associates Engineering CHECK IF BRANCH OFFICE	3728 Philips Highway, Suite 208 Jacksonville, FL 32207	Geotechnical Services
d.				Alliant Surveying, Inc. (A wholly owned subsidiary of Alliant Engineering, Inc.) X CHECK IF BRANCH OFFICE	10475 Fortune Pkwy Ste 101, Jacksonville, FL 32256	Land Surveying
e.				CHECK IF BRANCH OFFICE		
f.				CHECK IF BRANCH OFFICE		

D. ORGANIZATIONAL CHART OF PROPOSED TEAM

(Attached)

Exhibit 1. Organization Chart



E. RESUMES OF KEY PERSONNEL PROPOSED FOR THIS CONTRACT

(Complete one Section E for each key person.)

12. NAME	13. ROLE IN THIS CONTRACT	14. YEARS EXPERIENCE	
		a. TOTAL	b. WITH CURRENT FIRM
David Landing, PE	Engineer	27	Less than 1 Month

15. FIRM NAME AND LOCATION (City and State)

Alliant Engineering, Inc. (Jacksonville, FL)

16. EDUCATION (Degree and Specialization)

BS, Civil Engineering, University of North Florida (UNF)

AS, Civil Engineering Technology, Savannah Technical College

17. CURRENT PROFESSIONAL REGISTRATION (State and Discipline)

Professional Engineer in Florida (80483)

Professional Engineer in Georgia (PE049527)

Professional Engineer in South Carolina (41102)

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

Mr. Landing is a Senior Civil Engineer with over 27 years of experience in pipelines and trenchless design with experience working on a variety of projects across the United States with a focus on water and wastewater projects in Northeast Florida. His design experience includes water and wastewater treatment facilities, pressure and gravity pipelines, civil site design, stormwater design, with emphasis on large diameter pipelines and trenchless installations. His experience in pipeline design includes feasibility studies, design and construction support, design calculations, and drawing production.

19. RELEVANT PROJECTS

(1) TITLE AND LOCATION (City and State)	(2) YEAR COMPLETED	
	PROFESSIONAL SERVICES	CONSTRUCTION (If applicable)
16TH STREET RECLAIMED WATER MAIN, SJCUD, ST AUGUSTINE, FL	2013	2013
a. (3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE Mr. Landing served as pipeline design engineer for approximately 7,600 LF of 4-inch to 16-inch water main, force main, reclaimed water main, and gravity sewer pipelines installed by open-cut. The project also included approximately 550 LF of 10-inch reclaimed water main installed by HDD adjacent to sensitive park areas of historic St. Augustine and FDOT ROW. Mr. Landing performed HDD design calculations, laid out the geometry for the project alignment, helped prepare construction drawings, and coordinated with the design sub-contractors on the project.		
Check if project performed with current firm		
b. (1) TITLE AND LOCATION (City and State) SUNSHINE 16 (PS 306) AND FORCE MAIN EXTENSION, SJCUD, ST AUGUSTINE, FL		
(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE Mr. Landing served as pipeline design engineer for approximately 1,500 lf of 4-inch force main. As part of the overall system improvements, the new force main redirected flow from the Sunshine 16 Pump Station to a separate discharge location. The project included three HDD installations to minimize impacts to the roadway and pedestrian traffic patterns as well as the adjacent residential neighborhood. Mr. Landing performed HDD design calculations, laid out the geometry for the alignments, helped prepare construction drawings and associated contract documents, and worked with the contractor for HDD installations to implement best construction practices for design of the project.		
Check if project performed with current firm		
c. (1) TITLE AND LOCATION (City and State) SR 207 WATER MAIN EXTENSION – PHASE III, SJCUD, ST JOHNS COUNTY, FL		
(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE For the above referenced project David served as QA/QC engineer and site construction inspector for the design and construction of 2,900 LF of 24-inch PVC water main within St Johns County Utility Department (SJCUD) easements and Florida Department of Transportation (FDOT) Right-of-Ways (ROW). The project also consisted of a 42-inch steel cased jack and auger bore crossing of FDOT's State Route (SR) 206 and a 30-inch HDPE horizontal directional drill (HDD) crossing of the Florida Department of Transportation's (FDOT) Interstate 95. Permitting was required by FDOT and Florida Department of Environmental Protection (FDEP) for wetlands crossings and impacts. For this project I personally reviewed the construction drawings at various project milestones for constructability and to ensure the project met client specifications. I also reviewed contractor submittals for materials and construction methods and performed on-site inspection of installation of the water main, wet tapping for connection to the existing water main and the horizontal direction drill installation under I-95.		
Check if project performed with current firm		
d. (1) TITLE AND LOCATION (City and State) HASTINGS WTP TO SR-207 12-INCH WATER TRANSMISSION MAIN, SJCUD, HASTINGS, FL		
(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE David served as the project manager, engineer of record, and senior pipeline design engineer for approximately 4,650 linear feet of 12-inch PVC transmission water main installed by open-cut trenching, along with associated valving, hydrants, fittings, and appurtenances. The project also included approximately 2,700 linear feet of 16-inch HDPE water main installed through three separate HDD trenchless installations. Project challenges included navigating road corridors with narrow rights-of-way, which were shared with an FPL high-voltage transmission overhead powerline and coordinating proposed and temporary construction easements with property owners. David laid out the geometry for the project alignment, assisted in preparing construction drawings, and coordinated with survey and geotechnical exploration subcontractors.		
Check if project performed with current firm		
e. (1) TITLE AND LOCATION (City and State) CWRF TRANSMISSION MAIN BYPASS AND REDUNDANCY CONCEPTUAL PLAN, ECUA, PENSACOLA, FL		
(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE For the above referenced project David served as pipelines engineer for the route planning, feasibility and constructability input to add redundancy to an existing 3,500 LF of 30-inch, 10,050 LF of 42-inch, 53,500 LF of 48-inch and 5,200 LF of 54-inch large diameter DI transmission force main transporting sewerage from ECUA's Main Street Water Plant situated along Pensacola Bay to ECUA's Chemstrand Treatment Plant on the north of Escambia County. For this project I personally participated in team meetings, helped with route selection, made recommendations in support of and produced route planning sketches for the project. I also investigated and made recommendations for bypass points of connection between the various force main segments.		
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	13. ROLE IN THIS CONTRACT	14. YEARS EXPERIENCE	
		a. TOTAL	b. WITH CURRENT FIRM
Curt Wimpée, PE	Quality Manager	28	8

15. FIRM NAME AND LOCATION (City and State)

Alliant Engineering, Inc. (Jacksonville, FL)

16. EDUCATION (Degree and Specialization)

B.S. Civil Engineering, University of Minnesota

17. CURRENT PROFESSIONAL REGISTRATION (State and Discipline)

Professional Engineer in Florida (79764); Minnesota (40487) Georgia; (031340); N. Carolina (053415); S. Carolina (41355); Tennessee (125610)

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

Curt is a Vice President at Alliant and has 28 years of experience in municipal engineering, land development and transportation. Curt's experience includes localized and regional utility extensions, lift stations, City and DOT roadway reconstructions and new roadways, MOT plans, signage and striping plans, concrete and asphalt pavement design, storm water management systems, regional drainage studies, residential mixed use, and large-scale commercial developments.

19. RELEVANT PROJECTS

(1) TITLE AND LOCATION (City and State)	(2) YEAR COMPLETED	
	PROFESSIONAL SERVICES	CONSTRUCTION (If applicable)
CITY ENGINEER (CONSULTANT) FOR BUNNELL, FL	ONGOING	NA
a. (3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE	X Check if project performed with current firm	
	Performed as Engineer of Record for numerous City infrastructure projects. Projects included roadway paving/assessment/rehabilitation/replacement, stormwater system design and modeling, watermain (potable and reclaim) extensions/rehabilitation/replacements, sanitary sewer design/rehabilitation. Cost estimating and engineering reports associated with all aspects of these infrastructure projects. City Council presentations and representation. Public messaging and interaction.	
CITY ENGINEER (CONSULTANT) FOR FLAGLER BEACH, FL	(2) YEAR COMPLETED	
	PROFESSIONAL SERVICES	CONSTRUCTION (If applicable)
	ONGOING	NA
b. (3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE	X Check if project performed with current firm	
	Performed as Engineer of Record for numerous City infrastructure projects. Projects included roadway paving/assessment/rehabilitation/replacement, stormwater system design and modeling, watermain (potable and reclaim) extensions/rehabilitation/replacements, sanitary sewer design/rehabilitation. Cost estimating and engineering reports associated with all aspects of these infrastructure projects. City Council presentations and representation. Public messaging and interaction.	
CIVIL ENGINEER FOR MENDOTA HEIGHTS, MN	(2) YEAR COMPLETED	
	PROFESSIONAL SERVICES	CONSTRUCTION (If applicable)
	2000	NA
c. (3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE	Check if project performed with current firm	
	Performed as Engineer of Record for numerous City infrastructure projects. Projects included roadway paving/assessment/rehabilitation/replacement, stormwater system design and modeling, watermain (potable and reclaim) extensions/rehabilitation/replacements, sanitary sewer design/rehabilitation. Cost estimating and engineering reports associated with all aspects of these infrastructure projects. City Council presentations and representation. Public messaging and interaction.	
CITY ENGINEER (CONSULTANT) FOR TWO HARBORS, MN	(2) YEAR COMPLETED	
	PROFESSIONAL SERVICES	CONSTRUCTION (If applicable)
	2014	NA
d. (3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE	Check if project performed with current firm	
	City Engineer performing all aspects of design for City improvement projects. Representative projects included approximately 6 miles of roadway and utility reconstruction for rural to urban street reconstructions. Tasks included complete corridor survey of projects, design, cost estimating, bidding and award, and full-time construction inspection.	
CITY ENGINEER (CONSULTANT) FOR SCANLON, MN	(2) YEAR COMPLETED	
	PROFESSIONAL SERVICES	CONSTRUCTION (If applicable)
	2014	NA
e. (3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE	Check if project performed with current firm	
	Performed as Engineer of Record for numerous City infrastructure projects. Projects included roadway paving/assessment/rehabilitation/replacement, stormwater system design and modeling, watermain (potable and reclaim) extensions/rehabilitation/replacements, sanitary sewer design/rehabilitation. Cost estimating and engineering reports associated with all aspects of these infrastructure projects. City Council presentations and representation. Public messaging and interaction.	

(Complete one Section E for each key person.)

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

Mr. Schofield is a Senior Engineer with 18 years of experience in civil design and construction oversight. He has provided design, review, and/or management of hundreds of public and private roadway and site development projects in the southeast United States. He has partnered with dozens of State Agencies and local communities to advance a wide variety of projects to improve transportation infrastructure across the continental United States.

	(1) TITLE AND LOCATION (City and State)	(2) YEAR COMPLETED	
		PROFESSIONAL SERVICES	CONSTRUCTION <i>(If applicable)</i>
e.	(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE	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	13. ROLE IN THIS CONTRACT	14. YEARS EXPERIENCE	
		a. TOTAL	b. WITH CURRENT FIRM
Adam Oestman, PE	Production Engineer	6	3

15. FIRM NAME AND LOCATION (City and State)

Alliant Engineering, Inc. (Jacksonville, FL)

16. EDUCATION (Degree and Specialization)

B.S. Civil Engineering Technology, Murray State University

17. CURRENT PROFESSIONAL REGISTRATION (State and Discipline)

Professional Engineer

(PE 98440)

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

Mr. Oestman has more than six years of experience in the design and construction of private infrastructure projects. He has worked on numerous developments and infrastructure improvements for commercial, medical, municipal, and residential projects around the country. Typical project requirements are land acquisition contract review, site assessment, land planning, development cost analysis, scheduling, approval coordination preparation of contract documents, and construction administration.

19. RELEVANT PROJECTS

(1) TITLE AND LOCATION (City and State)	(2) YEAR COMPLETED	
	PROFESSIONAL SERVICES	CONSTRUCTION (If applicable)
CITY OF DELAND RECLAIM MAIN EXTENSION, DELAND, FL	2023	NA
(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE ☒ Check if project performed with current firm a. Lead design engineer preparing the construction documents for a +-6000 LF Reclaim main extension.		
(1) TITLE AND LOCATION (City and State)	(2) YEAR COMPLETED	
	PROFESSIONAL SERVICES	CONSTRUCTION (If applicable)
SHADOW CREST AT ROLLING HILLS CDD SINGLE FAMILY SUBDIVISION, GREEN COVE SPRINGS, FL	2021	ONGOING
(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE ☒ Check if project performed with current firm b. Lead design engineer preparing the construction documents for a 247 single-family residential subdivision, as well as associated construction administration throughout the project.		
(1) TITLE AND LOCATION (City and State)	(2) YEAR COMPLETED	
	PROFESSIONAL SERVICES	CONSTRUCTION (If applicable)
SAWMILL BRANCH AT PALM COAST PARK CDD - MULTIPLE PHASES, PALM COAST, FL	2023	
(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE ☒ Check if project performed with current firm c. Lead design engineer preparing the construction documents for multiple single-family residential subdivision phases totaling over 1000 lots.		
(1) TITLE AND LOCATION (City and State)	(2) YEAR COMPLETED	
	PROFESSIONAL SERVICES	CONSTRUCTION (If applicable)
SPRING LAKE AT PALM COAST PARK CDD – MULTIPLE PHASES, PALM COAST, FL	2022	ONGOING
(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE ☒ Check if project performed with current firm d. Preparing the construction documents, cost-estimates, and associated construction administration for multiple single-family residential subdivision phases for a total of 421 lots.		
(1) TITLE AND LOCATION (City and State)	(2) YEAR COMPLETED	
	PROFESSIONAL SERVICES	CONSTRUCTION (If applicable)
HYMON CIRCLE DRAINAGE IMPROVEMENTS – CITY OF BUNNELL, FL	2023	
(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE ☒ Check if project performed with current firm e. Design engineer preparing the construction documents for a two phase project in the City of Bunnell, including +-2000 LF of road-side drainage improvements, as well as +-3000 LF of existing drainage ditch improvements.		

E. RESUMES OF KEY PERSONNEL PROPOSED FOR THIS CONTRACT

(Complete one Section E for each key person.)

12. NAME	13. ROLE IN THIS CONTRACT	14. YEARS EXPERIENCE	
		a. TOTAL	b. WITH CURRENT FIRM
David Schmidt, ASLA	Landscape Design	16	Less than 1 Year

15. FIRM NAME AND LOCATION (City and State)

Alliant Engineering, Inc. (Jacksonville, FL)

16. EDUCATION (Degree and Specialization)

B.S. Landscape Architecture, University of Arkansas, Minor in Horticulture

17. CURRENT PROFESSIONAL REGISTRATION (State and Discipline)

ASLA; Currently pursuing licensure as a Landscape Architect in Florida in 2023

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

Mr. Schmidt has more than 16 years of experience in the fields of land development planning, landscape architecture, urban design, and project management and is the Director of Landscape Architecture at Alliant. His primary responsibilities include project management, regulatory approvals, site layout and design, construction documentation, regional and community planning, and graphic design.

19. RELEVANT PROJECTS

(1) TITLE AND LOCATION (City and State)	(2) YEAR COMPLETED	
	PROFESSIONAL SERVICES	CONSTRUCTION (If applicable)
REVERIE AT TRAILMARK, ST. AUGUSTINE, FL	2020	2023
a. (3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE Reverie at Trailmark, St. Augustine, FL — served as the project manager and designer responsible for the neighborhood entry, common area, pocket parks, beer garden, dog park, and amenities at the clubhouse. Reverie is a 55+ Master Planned Community located in St. Augustine Florida permitted as a Community Development District developed by Dream Finders Homes, LLC. Reverie consists of 487 class A single family homes, and 4,600 SF Neighborhood Clubhouse.		
Check if project performed with current firm		
SWEETGRASS, ST. MARY'S, GA	2023	
b. (3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE Served as the project manager and designer responsible for the neighborhood entry, common area, pocket parks, beer garden, dog park, and amenities at the clubhouse. Sweetgrass is a 150 Acre Master Planned Community located in St. Mary's Georgia developed by Tierra Linda Development, LLC. Sweetgrass consists of 312 class A multifamily units, 194 townhomes, 143 single family homes, and 212,600 SF of commercial. The Sweetgrass project will end up as home to almost 650 families in walkable, mixed-use neighborhoods that provide not only housing but places for working, shopping, recreation, and civic engagement.		
X Check if project performed with current firm		
BRADENTON RIVERWALK, BRADENTON, FL	2012	2012
c. (3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE My team was responsible for various project components, such as data collection, landscape design, color renderings and 3D modeling for the master plan. Kimley-Horn completed the master planning process for the 1.5-mile-long riverfront area in Bradenton known as the Riverwalk. Services included a grants/funding analysis, master planning, public involvement, design development, and stakeholder coordination. Unanimous approval was given from the Bradenton City Council with the preparation of construction documents and permitting drawings.		
Check if project performed with current firm		
d. (3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE 		
Check if project performed with current firm		
e. (3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE 		
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	13. ROLE IN THIS CONTRACT	14. YEARS EXPERIENCE	
		a. TOTAL	b. WITH CURRENT FIRM
Joe Brinson, PWS	Environmental Senior Project Manager	27	2

15. FIRM NAME AND LOCATION (City and State)

ECS Florida, LLC - Jacksonville, FL

16. EDUCATION (Degree and Specialization)

B.S. Forest Resource Management/Forest Biometrics, University of Georgia, Athens, GA

17. CURRENT PROFESSIONAL REGISTRATION (State and Discipline)

Professional Wetland Scientist

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

Mr. Brinson is an Environmental Senior Project Manager for ECS and has more than 26 years' experience in wetland permitting, species, timber assessments, greenbelts and tree / arborist services. His responsibilities include the daily management of all phases of environmental projects to include proposal preparation and review, environmental compliance (spec/NPDES), budgeting daily and ongoing activities, preparation and review of reports, daily on-going client interaction, developing a client database, invoicing and marketing.

19. RELEVANT PROJECTS

(1) TITLE AND LOCATION (City and State)	(2) YEAR COMPLETED	
	PROFESSIONAL SERVICES	CONSTRUCTION (If applicable)
TOWN CENTER BOULEVARD PROPERTY, PALM COAST, FL	2023	NA
a. (3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE ☒ Check if project performed with current firm Project Manager. ECS scientist completed a Ecological Diligence. The purpose of the field visit was to evaluate the site for the occurrence and/or potential for occurrence of jurisdictional wetlands and/or protected wildlife species and their habitats. ECS Fees: \$1,850 Size: 5.09 acres.		
DIX ELLIS, JACKSONVILLE, FL	2023	NA
b. (3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE ☒ Check if project performed with current firm Project Manager. ECS scientist completed a Preliminary Wetlands Determination. The purpose of the field visit was to evaluate the site for the occurrence and/or potential for occurrence of jurisdictional wetlands and/or protected wildlife species and their habitats. ECS Fees: \$1,500 Size: .77 acres.		
BEAUTYREST AVENUE PROPERTY, JACKSONVILLE, FL	2022	NA
c. (3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE ☒ Check if project performed with current firm Project Manager. ECS scientist completed a Ecological Due Diligence with CRAS. The purpose of the field visit was to evaluate the site for the occurrence and/or potential for occurrence of jurisdictional wetlands and/or protected wildlife species and their habitats. ECS Fees: \$6,650 Size: 3.88 acres		
FIRST COAST EXPRESSWAY PROPERTY, MIDDLEBURG, FL	2021	NA
d. (3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE ☒ Check if project performed with current firm Project Manager. ECS completed a Preliminary Wetlands Determination and Preliminary Threatened & Endangered Species Survey. The purpose of the field visit was to evaluate the site for the occurrence and/or potential for occurrence of jurisdictional wetlands and/or protected wildlife species and their habitat. ECS Fees: \$6,650 Size: 3.88 acres.		
BAINBRIDGE NOCATTEE PARKWAY PROJECT, JACKSONVILLE, FL	2021	NA
e. (3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE ☒ Check if project performed with current firm Project Manager. ECS completed a Preliminary Wetlands Determination and Preliminary Threatened & Endangered Species Survey. The purpose of the field visit was to evaluate the site for the occurrence and/or potential for occurrence of jurisdictional wetlands and/or protected wildlife species and/or habitat on the site and its relevant surroundings. ECS Fees: \$2,300 Size: 13.5 acres.		

E. RESUMES OF KEY PERSONNEL PROPOSED FOR THIS CONTRACT

(Complete one Section E for each key person.)

12. NAME	13. ROLE IN THIS CONTRACT	14. YEARS EXPERIENCE	
		a. TOTAL	b. WITH CURRENT FIRM
Brett H. Harbison, P.E.	Senior Geotechnical Engineer	16	5

15. FIRM NAME AND LOCATION (City and State)

Meskel & Associates Engineering, PLLC, Jacksonville, Florida

16. EDUCATION (Degree and Specialization)

B.S. Civil Engineering, Florida State University, 2007

Graduate Courses University of Central Florida

17. CURRENT PROFESSIONAL REGISTRATION (State and Discipline)

Professional Engineer, Florida P.E. 74679

Professional Engineer, Georgia PE037919

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

Certified SmartPile EDC System (User ID # 020FL0029-13), Florida Engineering Leadership Institute Graduate 2015, American Society of Highway Engineers (ASHE), North Florida, ASHE Community Outreach Chairman, TCI Young Professional of the Year 2017

19. RELEVANT PROJECTS

(1) TITLE AND LOCATION (City and State)	(2) YEAR COMPLETED	
	PROFESSIONAL SERVICES	CONSTRUCTION (If applicable)
CITY OF JACKSONVILLE (COJ) NORTHBANK BULKHEAD REPLACEMENT, JACKSONVILLE, FL	2020	
a. (3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE Geotechnical Engineer responsible for coordinating the geotechnical exploration to replace the existing bulkhead along the northern bank of the St. Johns River in downtown Jacksonville extending approximately between the Fuller Warren bridge and Liberty Street. The project will include constructing a new bulkhead wall in front (waterside) of the existing bulkhead and installing anchors through the existing bulkhead. MAE's scope of work included land and waterside Standard Penetration Test (SPT) borings, rock coring, laboratory testing, and engineering analysis for the design and construction of the new bulkhead and anchors. (Contract Value: \$384,800)		
Check if project performed with current firm		
CITY OF JACKSONVILLE SIDEWALKS AND PEDESTRIAN IMPROVEMENTS, JACKSONVILLE, FL	2020	
b. (3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE Geotechnical Project Manager. MAE's services for projects under this contract consist of geotechnical exploration and engineering analysis for tasks such as new sidewalks, drainage improvements, culvert extensions and replacement, and retaining walls. Typically, the geotechnical exploration included mobilizing our truck-mounted drill rig to City roads and highways. Following subsurface exploration, laboratory testing, and geotechnical engineering analysis, MAE provided geotechnical recommendations and site preparation recommendations. These recommendations included clearing and stripping; temporary groundwater control; soil parameters for culvert design; excavation protection; and structural backfill and compaction of structural backfill. (Contract Value \$128,740)		
Check if project performed with current firm		
LONNIE MILLER SR. REGIONAL PARK STRUCTURES & PEDESTRIAN TRAIL, JACKSONVILLE, FL	2018	
c. (3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE Geotechnical/Soils Engineer. Park improvements proposed for this park included multiple new courts, multi-use fields, pavilions, new parking areas, elevated boardwalks, restroom and concession facilities, 2-story concrete scorer's building and 2,700 linear feet of asphalt surfaced pedestrian trail. Geotechnical explorations were performed. Reporting was presented and included design recommendations for shallow foundations, groundwater control and underdrain recommendations for field areas, and recommendations for construction of asphalt pavement base and structural courses for the trail system. Site preparation and earthwork recommendations included clearing and stripping, removal and replacement of deleterious soils/debris encountered, temporary groundwater control, and placement/compaction of fill and backfill soils. (Contract Value: \$37,800)		
Check if project performed with current firm		
FDOT DISTRICT 2, I-95 NASSAU RIVER BRIDGE IMPROVEMENTS, DUVAL/ NASSAU COUNTY LINE, FL	2021	
d. (3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE Foundation/Geotechnical Engineer of Record (GEOR)/Project Manager responsible for field coordination, laboratory shear strength testing, rock core strength testing, and geotechnical analyses to support design and construction of non-redundant drilled shafts to support crutch bents proposed for the existing I-95 north and southbound bridges. Brett directed field crews and staff in performing 24 Standard Penetration Test (SPT) borings in tidally inundated project area using amphibious and spud barge platforms. Borings were advanced to depths of 125 feet below the river mudline. Static axial shaft capacities were estimated to determine anticipated shaft tip elevations. Engineering reports were prepared including drilled shaft analyses, soil parameter recommendations for lateral analyses, and shaft installation/construction recommendations. (Contract Value: \$670,825)		
Check if project performed with current firm		
MONCRIEF PEDESTRIAN BRIDGE SPAN REPLACEMENT, JACKSONVILLE, FL	2022	
e. (3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE Senior Engineer responsible for the geotechnical exploration, laboratory testing, and engineering analysis for the pedestrian bridge. The main span and extended ramps will be supported on 54-inch non-redundant drilled shafts. The existing bridge is approximately 70 to 75 feet long and the replacement bridge will be of similar length. (Contract Value \$14,000 est.)		
Check if project performed with current firm		

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

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

20. EXAMPLE PROJECT KEY
NUMBER

1

21. TITLE AND LOCATION (City and State)

Shadow Crest at Rolling Hills CDD (Phases 3B & 3C), GCS, FL

22. YEAR COMPLETED

PROFESSIONAL SERVICES
2023

CONSTRUCTION (If applicable)
2023

23. PROJECT OWNER'S INFORMATION

a. PROJECT OWNER

Rolling Hills CDD

b. POINT OF CONTACT NAME

Marilee Giles

c. POINT OF CONTACT TELEPHONE NUMBER

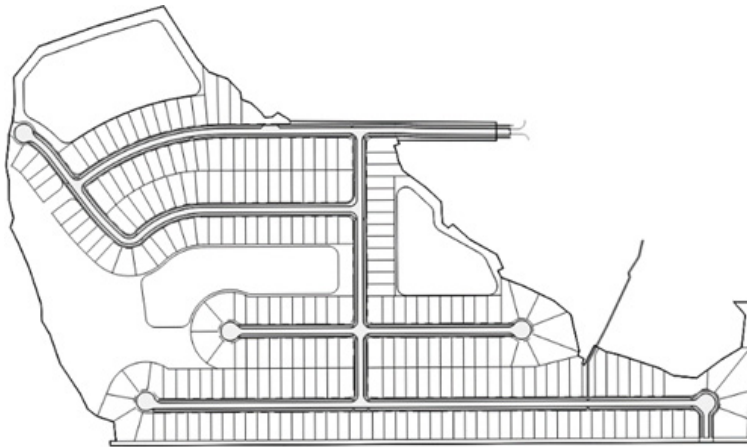
(904) 940-5850 x412

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

CDD constructed by bond issuance infrastructure to support a 247-lot single-family platted phase of the community. Joe Schofield is the acting District Engineer for this part of the District, who is also the Engineer of Record.

Project required coordination with the primary CDD Engineer to coordinate ongoing construction of a prior phase adjacent Shadow Crest. Construction ran concurrently, so both Engineer's attended each monthly Board meeting to give Engineer's updates on each respective project. The prior phase included construction of a lift station to receive effluent from both projects.

Mr. Schofield assisted the CDD to secure electrical and landscape maintenance easements. He also reviewed all contractor, vendor, and supplier invoice and pay application to help ensure proper use of the bond funds. Scope included cost estimating and writing the Engineer's Report for Shadow Crest phase of the District full planned build-out.


25. FIRMS FROM SECTION C INVOLVED WITH THIS PROJECT

a.	(1) FIRM NAME Alliant Engineering, Inc.	(2) FIRM LOCATION (City and State) Jacksonville, FL	(3) ROLE Project Engineer
b.	(1) FIRM NAME Alliant Florida, Inc.	(2) FIRM LOCATION (City and State) Jacksonville, FL	(3) ROLE Land Surveying
c.	(1) FIRM NAME	(2) FIRM LOCATION (City and State)	(3) ROLE
d.	(1) FIRM NAME	(2) FIRM LOCATION (City and State)	(3) ROLE
e.	(1) FIRM NAME	(2) FIRM LOCATION (City and State)	(3) ROLE
g.	(1) FIRM NAME	(2) FIRM LOCATION (City and State)	(3) ROLE

**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)

Spring Lake Subdivision

22. YEAR COMPLETED

PROFESSIONAL SERVICES
2022

CONSTRUCTION (If applicable)
NA

23. PROJECT OWNER'S INFORMATION

a. PROJECT OWNER

Sunbelt Land Management

b. POINT OF CONTACT NAME

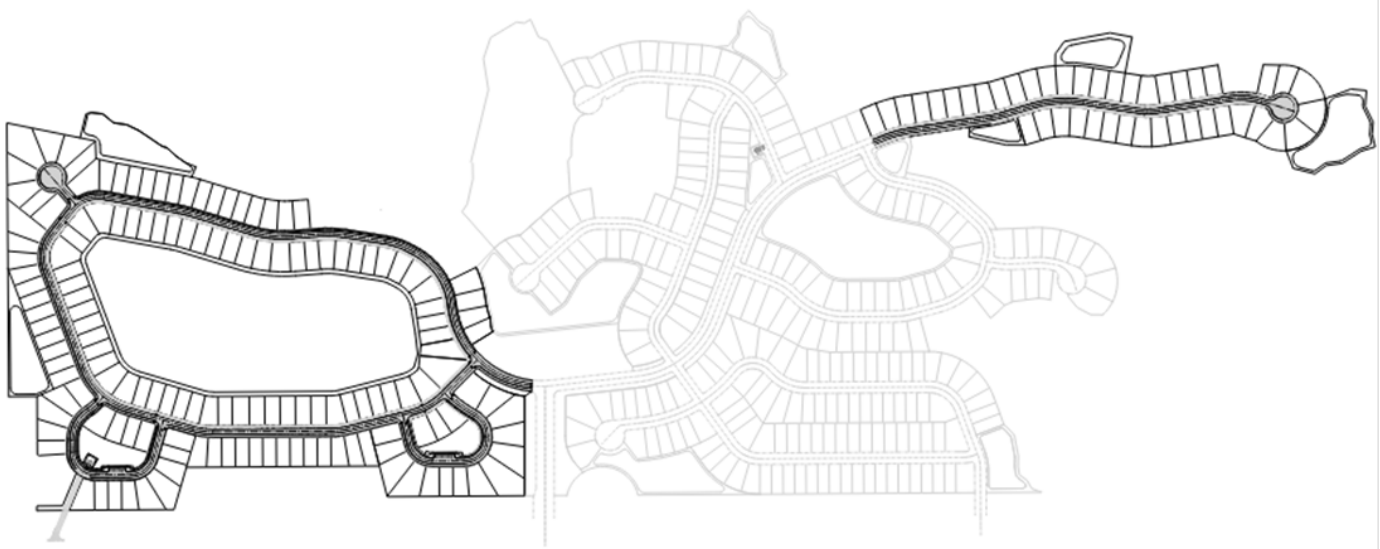
Ken Belshe

c. POINT OF CONTACT TELEPHONE NUMBER

(386) 986-2411

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

Engineer of Record for complete design and permitting of 421 unit CDD residential subdivision. Provided all aspects of oversight and design. Provided Certified Engineer's Report including cost estimating for Palm Coast Park Community Development District (CDD).


25. FIRMS FROM SECTION C INVOLVED WITH THIS PROJECT

a.	(1) FIRM NAME Alliant Engineering, Inc.	(2) FIRM LOCATION (City and State) Jacksonville, FL	(3) ROLE Project Engineer
b.	(1) FIRM NAME Alliant Florida, Inc.	(2) FIRM LOCATION (City and State) Jacksonville, FL	(3) ROLE Land Surveying
c.	(1) FIRM NAME	(2) FIRM LOCATION (City and State)	(3) ROLE
d.	(1) FIRM NAME	(2) FIRM LOCATION (City and State)	(3) ROLE
e.	(1) FIRM NAME	(2) FIRM LOCATION (City and State)	(3) ROLE
g.	(1) FIRM NAME	(2) FIRM LOCATION (City and State)	(3) ROLE

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

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

20. EXAMPLE PROJECT KEY
NUMBER

3

21. TITLE AND LOCATION (City and State)

Bunnell Westside Sewer Improvements - Phase 1, Bunnell, FL

22. YEAR COMPLETED

PROFESSIONAL SERVICES
2020

CONSTRUCTION (If applicable)
2020

23. PROJECT OWNER'S INFORMATION

a. PROJECT OWNER

City of Bunnell

b. POINT OF CONTACT NAME

Dustin Vost

c. POINT OF CONTACT TELEPHONE NUMBER

(386) 437.7515

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

Alliant prepared and submitted a St. Johns River Water Management District REDI Grant Application on behalf of the City of Bunnell, FL. The application was ranked #1 by the SJRWMD. The project consisted of sanitary sewer CIPP lining, lift station upgrades, and regional storm sewer and swale improvements to address ongoing flooding issues in this Deen Road neighborhood.


25. FIRMS FROM SECTION C INVOLVED WITH THIS PROJECT

a.	(1) FIRM NAME Alliant Engineering, Inc.	(2) FIRM LOCATION (City and State) Jacksonville, FL	(3) ROLE Project Engineer
b.	(1) FIRM NAME Alliant Florida, Inc.	(2) FIRM LOCATION (City and State) Jacksonville, FL	(3) ROLE Land Surveying
c.	(1) FIRM NAME	(2) FIRM LOCATION (City and State)	(3) ROLE
d.	(1) FIRM NAME	(2) FIRM LOCATION (City and State)	(3) ROLE
e.	(1) FIRM NAME	(2) FIRM LOCATION (City and State)	(3) ROLE
g.	(1) FIRM NAME	(2) FIRM LOCATION (City and State)	(3) ROLE

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 4		
21. TITLE AND LOCATION <i>(City and State)</i> Flagler Beach Slip Lining Rehab, Flagler Beach, FL	22. YEAR COMPLETED <table border="1"> <tr> <td>PROFESSIONAL SERVICES 2020</td> <td>CONSTRUCTION (If applicable) 2020</td> </tr> </table>		PROFESSIONAL SERVICES 2020	CONSTRUCTION (If applicable) 2020
PROFESSIONAL SERVICES 2020	CONSTRUCTION (If applicable) 2020			

23. PROJECT OWNER'S INFORMATION

a. PROJECT OWNER City of Flagler Beach	b. POINT OF CONTACT NAME Lee Richards	c. POINT OF CONTACT TELEPHONE NUMBER (386) 517-2000 ext. 248
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24. BRIEF DESCRIPTION OF PROJECT AND RELEVANCE TO THIS CONTRACT (Include scope, size, and cost)

Alliant prepared and submitted a St. Johns River Water Management District REDI Grant Application on behalf of the City of Bunnell, FL. The project was funded by the SJRWMD and Alliant performed a 1.1-mile route survey along SR 100 (Moody Blvd) in the City of Bunnell from Grand Reserve Parkway to North Palmetto Street. This required deed research for all adjacent properties along the route including FDOT right-of-way. Alliant also prepared design and bid Documents for a reclaimed water main.



25. FIRMS FROM SECTION C INVOLVED WITH THIS PROJECT

a.	(1) FIRM NAME Alliant Engineering, Inc.	(2) FIRM LOCATION <i>(City and State)</i> Jacksonville, FL	(3) ROLE Project Engineer
b.	(1) FIRM NAME Alliant Florida, Inc.	(2) FIRM LOCATION <i>(City and State)</i> Jacksonville, FL	(3) ROLE Land Surveying
c.	(1) FIRM NAME	(2) FIRM LOCATION <i>(City and State)</i>	(3) ROLE
d.	(1) FIRM NAME	(2) FIRM LOCATION <i>(City and State)</i>	(3) ROLE
e.	(1) FIRM NAME	(2) FIRM LOCATION <i>(City and State)</i>	(3) ROLE
g.	(1) FIRM NAME	(2) FIRM LOCATION <i>(City and State)</i>	(3) ROLE

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

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

20. EXAMPLE PROJECT KEY
NUMBER

5

21. TITLE AND LOCATION (City and State)

Sweetgrass Apartments (Phase 1) Enhanced Landscape Saint Marys, GA

22. YEAR COMPLETED

PROFESSIONAL SERVICES
2023

CONSTRUCTION (If applicable)
NA

23. PROJECT OWNER'S INFORMATION

a. PROJECT OWNER

Sweetgrass Acquisition LLC

b. POINT OF CONTACT NAME

Ron Buckley

c. POINT OF CONTACT TELEPHONE NUMBER

(904) 247-5334

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

Sweetgrass is a 150 Acre Master Planned Development located in St. Mary's Georgia for Tierra Linda Development, LLC. Sweetgrass consists of 312 class A multifamily units, 194 townhomes, 143 single family homes, and 212,600 SF of commercial. Working in collaboration with the client, architect, and interior designer, the Sweetgrass project will end up as home to almost 650 families in walkable, mixed-use neighborhoods that provide not only housing but places for working, shopping, recreation, and civic engagement. My team's services included project management for the design of the enhanced landscape, irrigation, neighborhood clubhouse amenity area which included the clubhouse pool deck, shade structures, outdoor kitchen, landscape architecture, hardscape, site electrical engineering (managed sub), mail kiosk, design of the neighborhood entry monument, security gate, dog park and all site civil design with permitting.


25. FIRMS FROM SECTION C INVOLVED WITH THIS PROJECT

a.	(1) FIRM NAME Alliant Engineering, Inc.	(2) FIRM LOCATION (City and State) Jacksonville, FL	(3) ROLE Project Engineer
b.	(1) FIRM NAME Alliant Florida, Inc.	(2) FIRM LOCATION (City and State) Jacksonville, FL	(3) ROLE Land Surveying
c.	(1) FIRM NAME	(2) FIRM LOCATION (City and State)	(3) ROLE
d.	(1) FIRM NAME	(2) FIRM LOCATION (City and State)	(3) ROLE
e.	(1) FIRM NAME	(2) FIRM LOCATION (City and State)	(3) ROLE
g.	(1) FIRM NAME	(2) FIRM LOCATION (City and State)	(3) ROLE

**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)*

Trout Creek Community Development District, St. Augustine, FL

22. YEAR COMPLETED

PROFESSIONAL SERVICES
2023

CONSTRUCTION (If applicable)
NA

23. PROJECT OWNER'S INFORMATION

a. PROJECT OWNER

Trout Creek CDD

b. POINT OF CONTACT NAME

Melissa Dobbins

c. POINT OF CONTACT TELEPHONE NUMBER

(904) 436.6270

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

ECS completed an Arboriculture Assessment for the landscape tree decline predominantly live oaks with a few magnolias. ECS understood the trees started to decline approximately two years after they were planted. ECS scope of work included assessing the current condition of landscaping trees along Shearwater Parkway, determine whether conditions require removal and recommend an appropriate course of action for remediation. Investigative methods used were visual inspection of roots and tree, soil ph and nutrient analysis, root excavation, general leaf density analysis, irrigation water ph testing and bulk density testing of the soil.


25. FIRMS FROM SECTION C INVOLVED WITH THIS PROJECT

a.	(1) FIRM NAME ECS Florida, LLC	(2) FIRM LOCATION <i>(City and State)</i> Jacksonville, FL	(3) ROLE Environmental
b.	(1) FIRM NAME	(2) FIRM LOCATION <i>(City and State)</i>	(3) ROLE
c.	(1) FIRM NAME	(2) FIRM LOCATION <i>(City and State)</i>	(3) ROLE
d.	(1) FIRM NAME	(2) FIRM LOCATION <i>(City and State)</i>	(3) ROLE
e.	(1) FIRM NAME	(2) FIRM LOCATION <i>(City and State)</i>	(3) ROLE
g.	(1) FIRM NAME	(2) FIRM LOCATION <i>(City and State)</i>	(3) ROLE

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

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

20. EXAMPLE PROJECT KEY
NUMBER

7

21. TITLE AND LOCATION (City and State)

Tapestry Westland Village, Jacksonville, FL

22. YEAR COMPLETED

PROFESSIONAL SERVICES
2019

CONSTRUCTION (If applicable)
NA

23. PROJECT OWNER'S INFORMATION

a. PROJECT OWNER

Arlington Properties

b. POINT OF CONTACT NAME

Trey Barnes

c. POINT OF CONTACT TELEPHONE NUMBER

(205) 397-6834

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

The subject project is located at the intersection of Collins Road at Plantation Bay Drive in Jacksonville, Florida. This task order included performing a geotechnical exploration, laboratory testing program, and engineering analysis to assist the design team with the design of the twelve 3-story residential buildings, a single-story clubhouse, lift station, pool, and dog park. Our analysis included providing recommendations for the construction of shallow foundations and a wet well structure.

Borings: 16 SPT, 16 Hand Augers

Total Feet: 533 LF (9 SPT to 30 feet, 4 SPT to 20 feet, 1 SPT to 32 feet, 1 SPT to 25 feet, 5' sampling intervals) (16 6 foot Hand Augers 1 foot sampling intervals)

Samples: 223

LABORATORY TESTING PROGRAM

Index Testing: 26 samples 26 -200, 26 MC, 4 OC, 4 AL

Contract Value: \$12,000

25. FIRMS FROM SECTION C INVOLVED WITH THIS PROJECT

a.	(1) FIRM NAME Meskel & Associates	(2) FIRM LOCATION (City and State) Jacksonville, FL	(3) ROLE Geotechnical Services
b.	(1) FIRM NAME	(2) FIRM LOCATION (City and State)	(3) ROLE
c.	(1) FIRM NAME	(2) FIRM LOCATION (City and State)	(3) ROLE
d.	(1) FIRM NAME	(2) FIRM LOCATION (City and State)	(3) ROLE
e.	(1) FIRM NAME	(2) FIRM LOCATION (City and State)	(3) ROLE
f.	(1) FIRM NAME	(2) FIRM LOCATION (City and State)	(3) ROLE
g.	(1) FIRM NAME	(2) FIRM LOCATION (City and State)	(3) ROLE

[illegible]

NUMBER	TITLE OF EXAMPLE PROJECT <i>(From Section F)</i>	NUMBER	TITLE OF EXAMPLE PROJECT <i>(From Section F)</i>
1	Shadow Crest at Rolling Hills CDD (Phase 3B&C)	6	Trout Creek Community Development District
2	Spring Lake Subdivision	7	Tapestry Westland Village
3	Bunnell Westside Sewer	8	
4	Flagler Beach CIPP	9	
5	Sweetgrass Apartments (Phase 1) Enhanced Landscape	10	

H. ADDITIONAL INFORMATION

To fully address the criteria requested in the RFQ, we offer the following additional information. This further demonstrates Alliant Engineering's expertise and capabilities to perform all work that is anticipated under this contract as District Engineer for the CDD.

ABILITY AND ADEQUACY OF PROFESSIONAL PERSONNEL

Alliant Engineering, Inc. (Alliant) offers professional design and project management services in Municipal Infrastructure and Land Development, Transportation, Traffic Engineering, Design-Build, Structural, Landscape Architecture, and Surveying. Alliant's backbone is a professionally diverse group of talented professionals dedicated to providing quality design, management, and construction services. Established in 1995, Alliant has provided 29 years of professional engineering services to a broad range of public and private clients. Our collaborative team approach and integrated management style allows us to efficiently complete projects while providing a high level of quality. We bring value to our clients by combining unmatched civil engineering expertise, experience, and innovation.

In addition to being highly qualified for this work, we have an intricate knowledge of the infrastructure challenges within smaller municipalities. Our key staff for this project team are experts in their disciplines and well suited to provide the continuing engineering services required of your District Engineer.

At the program level, we have the following critical roles:

- **Project Manager** – Responsible for building project teams tailored to meet project goals, provide ongoing project oversight, and be the primary point of contact for the CDD. **David R. Landing, PE** was selected to be our Project Manager because, following 23 years of experience in the industry, he understands how to make CDD projects successful. As Project Manager, David will be handling the District Meetings and managing the construction/engineering services.
- **Discipline Lead** – Responsible for identifying team members for individual work orders and ensuring uniformity in format and standards between projects. This individual is also an expert technical resource for project teams. These individuals are identified in the resumes in Section E of the SF330 Form.
- **Quality Manager** – Responsible for ensuring all team members are trained in the Alliant Quality Management Process and verifying that quality processes are followed on individual projects. **Curt Wimpée, PE**, will be our Quality Manager.

Alliant's proposed team of professionals provides the CDD with a comprehensive understanding and approach to meet (and exceed) the CDD's objectives and goals. Our corporate mission to build better communities with excellence and passion is evident within our culture and separates us from the rest.

Additionally, As part of our program for other similar clients, we have developed an internal Quality Management Plan (QMP) that defines how our team will provide quality in delivering services to the CDD. As Project Manager, David will work with Curt Wimpée to ensure that the process is followed for every major deliverable and milestone. Alliant's experience with the quality control process has shown that it must be part of the everyday

Our team is organized to execute work orders quickly and ensure quality and timely delivery.



David R. Landing, PE

Project Manager



Curt Wimpée, PE

Quality Manager

H. ADDITIONAL INFORMATION

CERTIFIED MBE

Alliant's teaming partner **Meskel & Associates Engineering (MAE)** is a certified Woman-owned DBE and JSEB based in Jacksonville, FL, with additional offices in Lake City and Tampa. They specialize in geotechnical engineering, drilling, and laboratory testing services. MAE's certifications are included at the end of the form.

WILLINGNESS AND ABILITY TO MEET TIME & BUDGET REQUIREMENTS

At Alliant, we take pride in delivering complex projects on difficult timelines. This can only be accomplished through great project management and a sound project approach. Open, honest and timely communication with the CDD, stakeholders, and potential sub-consultants is the key to project success.

We will facilitate all formal reviews in an organized and timely manner to keep the project moving forward. We will also conduct progress meetings to efficiently provide updates and to discuss particular design issues that are critical to the schedule for both the CDD and project team. Our Quality Management Plan (QMP) will be revised to be specific to each project and will be followed religiously throughout design.

For a project to be efficient, not only does the engineering and project management need to be effective but understanding the permitting agencies and maintaining those key relationships is a necessity. Alliant has performed a multitude of projects and has both the expertise of dealing with the appropriate permitting agencies as well as maintaining those relationships needed to be efficient with complex projects. Alliant has developed relationships over the years with sub-consultants as well as contractors. We have the expertise and knowledge to develop designs to help minimize cost to our clients during construction. This can be done because of our extensive knowledge of building systems and construction techniques. Anticipation of construction techniques and communication with contractors during design are key elements to an effective cost savings project approach.

Communication with the CDD

Fast-tracked projects require intense and continuous communication and collaboration with the CDD and their oversight team. Alliant will establish a draft meeting schedule

for discussion at the kickoff meeting. We envision three levels of meetings: Design Review, Over-The-Shoulder Review and Progress Meetings.

Design Review

Design review meetings will be face-to-face meetings to go over review comments at major milestones during the project. The appropriate deliverables will be submitted for CDD review. A meeting will be scheduled after the CDD's review period to go over comments. As discussed in our QMP, every comment will be included in a Comment Response memo and the required action will be documented.

OTSR

OTSRs will be scheduled in between the major milestones. These informal design reviews will allow the CDD to be kept abreast of, and have input into the design as it is progressing. The intent of these meetings is to present "in-progress" plans to the CDD to discuss specific issues where decisions are required that may impact schedule. OTSRs may also include key stakeholders as appropriate. It is envisioned that most OTSR meetings would also be face-to-face.

Progress Meetings

We will use frequent Progress Meetings to keep the CDD's team fully informed and involved in all aspects of the project. These meetings serve as a forum to address issues, hot topics, and identify action items that need to take place. The meetings can also serve as mini "over-the-shoulder" design reviews for portions of the project to get instant feedback from the CDD regarding particular issues. We consider these meeting to provide "collaboration on the fly", and we use them to present all key components of the design prior to the actual submittal. This approach ensures that the CDD is part of the decision-making progress upfront, reducing the risk of surprises and potential re-work.

Most meetings will include an agenda, meeting minutes, and action item log. The minutes and action item log can be shared internally with Alliant's Team, and with the CDD staff to inform persons not at the meeting of decisions and action items that had been identified.

In addition to regularly scheduled meetings, we will establish the systems and protocols for easy sharing of electronic files to assist with design collaboration and review.

H. ADDITIONAL INFORMATION

RECENT, CURRENT & PROJECTED WORKLOADS

Alliant is dedicated to client satisfaction which means we must honor schedule commitments. To this end, we regularly assess our workload and plan for growth by keeping our staff level above our immediate needs. This enables us to keep quality and responsiveness at the highest level. David R. Landing can allocate the support staff and resources to easily meet any schedule. A project schedule will be developed at the onset of each opportunity received from the CDD. That schedule will be developed by working in concert with the major stakeholders. The appropriate Alliant team members will then be assigned responsibilities and deadlines to produce deliverables. We will work with CDD staff for a full understanding of the scope and expectations so we can provide a service that exceeds expectations.

Alliant project managers meet each week to discuss current workload and staffing needs. We maintain a high-level project design schedule that tracks the expected level of project commitments per month compared to the available staffing. At our project manager meetings, we discuss project specific needs and upcoming deadlines to determine if the current staffing is appropriate or if changes will be required to ensure that schedules are met.

Exhibit 2 below illustrates the estimated time allotment that each of the key members can contribute at the moment. These percentages will fluctuate from week to week based on external influences, but resources will be concentrated when needed to complete specific tasks or address project needs as critical items dictate.

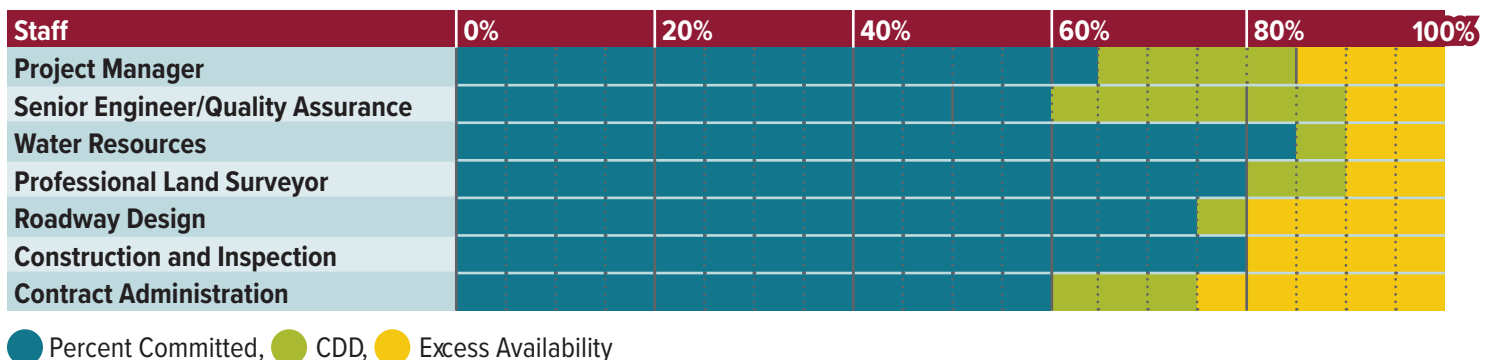
CONSULTANT'S PAST EXPERIENCE/PERFORMANCE

The Alliant Team has the experience and expertise required to provide high quality professional services to the CDD for this project. We believe the details of our proposal provide the CDD with excellent program value. We would be honored and excited to work with you on this project in a way we have done with several municipalities in the past including the following:

Alliant has been serving the Southeast Region out of our Jacksonville office since 2015. During that time, we have partnered with cities throughout Florida to address civil engineering needs through on-going contracts similar to the one referenced in the RFP. Curt Wimpée, PE is Alliant's Southeast Regional Manager with over 26 years of experience.

In 2017, Alliant was selected to provide City Wide Civil Engineering services for the City of Bunnell, FL. From the onset of services, Alliant has worked with the City of Bunnell to obtain over 2.5 million dollars of grant funding to develop their reclaim watermain infrastructure, alleviate stormwater flooding in low lying areas and cast in place pipe (CIPP) lining of their gravity sewer infrastructure. Alliant has worked diligently to provide excellent service to the City's staff during the design and construction administration of these projects. These efforts have earned their trust and confidence leading to the City's election as their City Engineer and City Surveyor respectively. We continue to consult with the City on a daily/weekly basis to support their ongoing engineering and surveying needs.

Exhibit 2. Project Schedule



H. ADDITIONAL INFORMATION

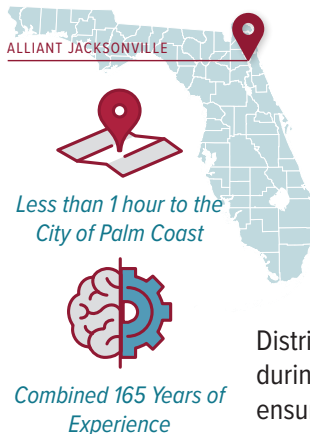
That same year, Alliant was selected to provide Professional Engineering Services to St. Johns County, FL. Alliant is currently working with staff to target their specific project needs.

In 2018, Alliant was selected to provide City Wide Engineering Services for the City of Flagler Beach, FL. Alliant has worked with the City of Flagler Beach to be awarded 1 million dollars of grant funding to provide cast in place pipe (CIPP) lining for over seven miles of their gravity sewer infrastructure. Alliant continues to provide these services, and we will show through this proposal that we work hard to exceed expectations in everything we do.

In 2020, Alliant was selected to provide Professional Engineering Services to the City of Atlantic Beach, FL. Alliant worked with the Public Works Director to evaluate their existing maintenance building and provide recommendations and associated costs to the City Commission for either repair or replacement.

In 2023, Alliant was selected to provide General Engineering Services to the Tisons Creek Community Development District. Alliant is thrilled to facilitate the expansion of our clients into the Community Development Districts.

GEOGRAPHIC LOCATION



Less than an hour drive to the City of Palm Coast, Alliant's northeast Florida office is located on the southside of Jacksonville. Our close proximity to Palm Coast, make our staff readily available to serve the needs of the Colbert Landings Community Development District. This office location is important during permitting and construction to ensure timely responses.

VOLUME OF WORK PREVIOUSLY AWARDED TO CONSULTANT BY DISTRICT

Alliant Engineering, Inc. has not previously performed work for the CDD.

TECHNICAL EXPERIENCE

In addition to the requested services in the RFQ, Alliant also provides the following services:

Land Planning

Land Planning begins with our ability to understand the big picture. Our goal is to be respectful stewards of our environment, achieve the highest and best use of the land and position it for the best return on the investment. Developing a client's vision for the spatial use of a site is a passion for us. We understand that planning determines the return on investment through efficient allocation of programming, presentation of features and quality circulation. We bring experience and knowledge of navigating land use codes, writing land development guidelines and creating sustaining thriving communities.

Our Land Planning services include:

- Site Feasibility Studies
- Field Investigation & Due Diligence
- Highest & Best Use Master Planning
- Park Planning
- Urban Planning
- Mixed-use Town Centers
- Waterfront Projects

Landscape Architecture

A particular fusion happens during landscape design. In every detail, from the sense of arrival to each major gathering space and the transitions between, our passion for creating unique and engaging outdoor environments brings personality to every project.

Our Landscape Architecture services include:

- Tree Preservation & Mitigation Plan Preparation
- Landscape Code Minimum Plans
- Community Garden Design
- Hardscape Design
- Swimming Pool & Water Park Design
- Night Lighting Design
- Neighborhood Amenities
- Entry Monuments
- Parks
- Neighborhood Trails
- Streetscape Design
- Water Feature Design
- Planting
- Irrigation Design

H. ADDITIONAL INFORMATION

Construction Administration



Alliant Engineering offers Construction Administration services to developers and municipalities through the construction phase of projects we design. During this phase our team will coordinate with contractors and consultants to monitor and review the progress of construction.

Construction Administration Services

- ▶ Consultant Coordination and Project Management
- ▶ Client Representation
- ▶ Submittal Package Review
- ▶ Construction Phase Permitting
- ▶ Change Order Review and Approval

Graphic Design

Representing the identity of a project is essential to many aspects, from marketing collateral to identity monument signs and wayfinding directional signage. Our graphics department excels in color artistry, marketing presentations and community sign design with the intent to ensure the best delivery of every message to its audience.

Graphic Design Services

- ▶ Project Icons & Logos
- ▶ Neighborhood Identity Signs
- ▶ Exterior Signage
- ▶ Street & Public Signage
- ▶ Wayfinding Signage
- ▶ Promotional & Marketing Products
- ▶ Perspective Renderings

Traffic

Alliant is sought-after for delivery of large scale, complex transportation projects. Our team is dedicated to improving safety and mobility for the traveling public whether on foot, a bike, a bus, or in a motor vehicle. Our experienced and diverse traffic engineering team allows us the ability to provide a wide range of services to public and private sector clients. We have the depth and staff resources to manage a deep workload and provide the best service, responsiveness, and quality product every agency deserves. These contracts span many service areas for agencies similar to the CDD.

Traffic Services

- ▶ Traffic Design
- ▶ Traffic Sign Interconnect
- ▶ ITS
- ▶ Traffic Modeling
- ▶ Traffic Impact Studies
- ▶ Intersection Corridor Network Operations
- ▶ Traffic Signal Design
- ▶ Transportation and Traffic Studies
- ▶ Traffic Signal Timing and Arterial Analysis
- ▶ Traffic Signals and Foundations
- ▶ Traffic Counting

REFERENCES

Flagler Beach

Dave Taylor

📞 386.986.7158
✉ dtaylor@cityofflaglerbeach.com

City of Atlantic Beach

Scott Williams

📞 904.247.5834
✉ swilliams@coab.us

City of Palm Coast

Stephen Flanagan

📞 386.986.2354
✉ SFlanagan@palmcoastgov.com

City of Bloomington, MN

Kirk Roberts

📞 952.563.4914
✉ kroberts@bloomingtonmn.gov

H. ADDITIONAL INFORMATION

FIRM LICENSURE AND PREQUALIFICATIONS

Alliant is licensed to perform professional engineering and landscape architecture in the State of Florida and is certified with the Florida Department of State as an S-Corporation. A copy of the firm's licenses, and key staff licenses, can be found at the end of this section as [Appendix A](#).

LEGAL REQUIREMENTS AND DISCLOSURE

No judicial or administrative agency or qualification board has ever investigated Alliant or any of its employees. Neither Alliant nor any Alliant employee, including its engineers, has ever received any prior adverse decision or settlement relating to a violation of ethical standards.

FDOT Work Group Prequalifications

- 6.1 - Traffic Engineering Studies
- 6.2 - Traffic Signal Timing
- 6.3.1 - Intelligent Transportation Systems Analysis and Design
- 6.3.2 - Intelligent Transportation Systems Implementation
- 6.3.3 - Intelligent Transportation Traffic Engineering Systems Communications
- 7.3 – Signalization
- 8.1 - Control Surveying
- 8.2 - Design, Right of Way & Construction Surveying
- 8.4 - Right of Way Mapping

I. AUTHORIZED REPRESENTATIVE*The foregoing is a statement of facts.*

31. SIGNATURE



32. DATE

01/20/2024

33. NAME AND TITLE

Curt Wimpée, PE/Vice President

ARCHITECT-ENGINEER QUALIFICATIONS

1. SOLICITATION NUMBER (If any)

PART II - GENERAL QUALIFICATIONS

(If a firm has branch offices, complete for each specific branch office seeking work.)

2a. FIRM (or Branch Office) NAME ECS FLORIDA, LLC – Tampa			3. YEAR ESTABLISHED 2012	4. UNIQUE ENTITY IDENTIFIER MNVJKQ85HFG3
2b. STREET 4524 N. 56th Street			5. OWNERSHIP	
2c. CITY Tampa			a. TYPE Limited Liability Company	
2d. STATE FL		2e. ZIP CODE 33610	b. SMALL BUSINESS STATUS NA	
6a. POINT OF CONTACT NAME AND TITLE Rey Ruiz, PE, SI – Branch Manager			7. NAME OF FIRM (If Block 2a is a Branch Office) ECS Florida, LLC	
6b. TELEPHONE NUMBER (813) 302-1644		6c. EMAIL ADDRESS RRuiz1@ecslimited.com		
8a. FORMER FIRM NAME(S) (If any)			8b. YEAR ESTABLISHED	8c. UNIQUE ENTITY IDENTIFIER

9. EMPLOYEES BY DISCIPLINE
**10. PROFILE OF FIRM'S EXPERIENCE
AND ANNUAL REVENUE FOR LAST 5 YEARS**

a. Function Code	b. Discipline	C. Number of Employees		a. Profile Code	b. Experience	c. Revenue Index Number (see below)
		(1) FIRM	(2) BRANCH			
2	Administrative	33	6	H11	Housing (Residential, Multi-Family, Apts, Condos)	8
6	Architect	2		H07	Highways, Streets, Airfield Paving, Parking Lots	7
8	AutoCAD	1		E09	Environmental Impact Studies, Assessments	7
	Construction Materials Manager	10	3	T02	Testing & Inspection Services	6
	Drillers	29	10	C10	Commercial Buildings (low rise), Shopping Centers	6
24	Environmental Scientist	19	4	W01	Warehouses & Depots	5
	Environmental Technician	2		S05	Soils & Geologic Studies, Foundations	4
	Field Technicians	94	17	H10	Hotels, Motels	4
30	Geologist	6	2	O01	Office Buildings, Industrial Parks	4
	Hydrogeologist			IO1	Industrial Buildings, Manufacturing Plants	4
36	Industrial Hygiene			E02	Schools & Universities	4
	Lab Manager/Technician	14	4	A06	Airports, Terminals & Hangars, Freight Handling	4
	Professional Engineer	25	6	H09	Hospitals & Medical Facilities	4
48	Project Manager	59	25	P02	Petroleum and Fuel (Storage and Distribution)	3
	Soils Engineer			R04	Recreation Facilities (Parks, Marinas, etc.)	3
				D07	Dining Halls, Clubs, Restaurants	3
				E12	Environmental Remediation	3
				S13	Storm Water Handling & Facilities	3
				H06	Highrise, Air-Rights-Type Buildings	3
				W03	Water Supply, Treatment and Distribution	3
	TOTAL	294	77			

11. ANNUAL AVERAGE PROFESSIONAL SERVICES REVENUES OF FIRM FOR LAST 3 YEARS
(Insert revenue index number shown at right)

a. Federal Work	3
b. Non-Federal Work	9
c. Total Work	9

PROFESSIONAL SERVICES REVENUE INDEX NUMBER

- | | |
|---|---|
| 1. Less than \$100,000 | 6. \$2 million to less than \$5 million |
| 2. \$100,000 to less than \$250,000 | 7. \$5 million to less than \$10 million |
| 3. \$250,000 to less than \$500,000 | 8. \$10 million to less than \$25 million |
| 4. \$500,000 to less than \$1 million | 9. \$25 million to less than \$50 million |
| 5. \$1 million to less than \$2 million | 10. \$50 million or greater |

12. AUTHORIZED REPRESENTATIVE

The foregoing is a statement of facts.

a. SIGNATURE 	b. DATE 01/20/2024
c. NAME AND TITLE Rey Ruiz, PE, SI – Branch Manager	

ARCHITECT-ENGINEER QUALIFICATIONS

1. SOLICITATION NUMBER (If any)

PART II - GENERAL QUALIFICATIONS

(If a firm has branch offices, complete for each specific branch office seeking work.)

2a. FIRM (or Branch Office) NAME ECS FLORIDA, LLC – Jacksonville			3. YEAR ESTABLISHED 2017		4. UNIQUE ENTITY IDENTIFIER MNVJKQ85HFG3	
2b. STREET 11554 Davis Creek Court			5. OWNERSHIP			
2c. CITY Jacksonville			2d. STATE FL		2e. ZIP CODE 32256	
6a. POINT OF CONTACT NAME AND TITLE Joey Broussard, PE – Vice President			a. TYPE Limited Liability Company			
6b. TELEPHONE NUMBER (904) 880-0960			b. SMALL BUSINESS STATUS NA			
6c. EMAIL ADDRESS JBroussard@ecslimited.com			7. NAME OF FIRM (If Block 2a is a Branch Office) ECS Florida, LLC			
8a. FORMER FIRM NAME(S) (If any) Ellis & Associates, Inc.			8b. YEAR ESTABLISHED 1988		8c. UNIQUE ENTITY IDENTIFIER 87-718-2006	

9. EMPLOYEES BY DISCIPLINE
**10. PROFILE OF FIRM'S EXPERIENCE
AND ANNUAL REVENUE FOR LAST 5 YEARS**

a. Function Code	b. Discipline	C. Number of Employees		a. Profile Code	b. Experience	c. Revenue Index Number (see below)
		(1) FIRM	(2) BRANCH			
2	Administrative	33	6	H11	Housing (Residential, Multi-Family, Apts, Condos)	8
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8	AutoCAD	1		E09	Environmental Impact Studies, Assessments	7
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	Hydrogeologist			IO1	Industrial Buildings, Manufacturing Plants	4
36	Industrial Hygiene			E02	Schools & Universities	4
	Lab Manager/Technician	14	4	A06	Airports, Terminals & Hangars, Freight Handling	4
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48	Project Manager	59	25	P02	Petroleum and Fuel (Storage and Distribution)	3
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				D07	Dining Halls, Clubs, Restaurants	3
				E12	Environmental Remediation	3
				S13	Storm Water Handling & Facilities	3
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PROFESSIONAL SERVICES REVENUE INDEX NUMBER

- | | |
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| 4. \$500,000 to less than \$1 million | 9. \$25 million to less than \$50 million |
| 5. \$1 million to less than \$2 million | 10. \$50 million or greater |

12. AUTHORIZED REPRESENTATIVE

The foregoing is a statement of facts.

a. SIGNATURE 		b. DATE 01/20/2024
c. NAME AND TITLE Joey Broussard, PE – Subsidiary Regional Vice President		

APPENDIX A

Forms, Licenses, Certifications



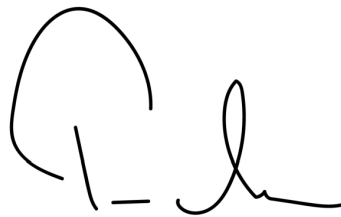
State of Florida

Woman Business Certification

Meskel & Associates Engineering, PLLC

Is certified under the provisions of
287 and 295.187, Florida Statutes, for a period from:

05/04/2023 to 05/04/2025



J. Todd Inman
Florida Department of Management Services



Ron DeSantis, Governor

Melanie S. Griffin, Secretary



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PROVISIONS OF CHAPTER 471, FLORIDA STATUTES

LANDING, DAVID REED

3072 GOLDEN POND BLVD
ORANGE PARK FL 32073

LICENSE NUMBER: PE80483

EXPIRATION DATE: FEBRUARY 28, 2025

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WIMPEE, CURTIS MARCEL

11410 WILDECROFT TERRACE
JACKSONVILLE FL 32223

LICENSE NUMBER: PE79764

EXPIRATION DATE: FEBRUARY 28, 2025

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SCHOFIELD, JOSEPH RYAN

10475 FORTUNE PKWY.
SUITE 101
JACKSONVILLE FL 32256

LICENSE NUMBER: PE69219

EXPIRATION DATE: FEBRUARY 28, 2025

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OESTMAN, ADAM VIKTOR

12844 BEAUBIEN RD
JACKSONVILLE FL 32258

LICENSE NUMBER: PE98440

EXPIRATION DATE: FEBRUARY 28, 2025

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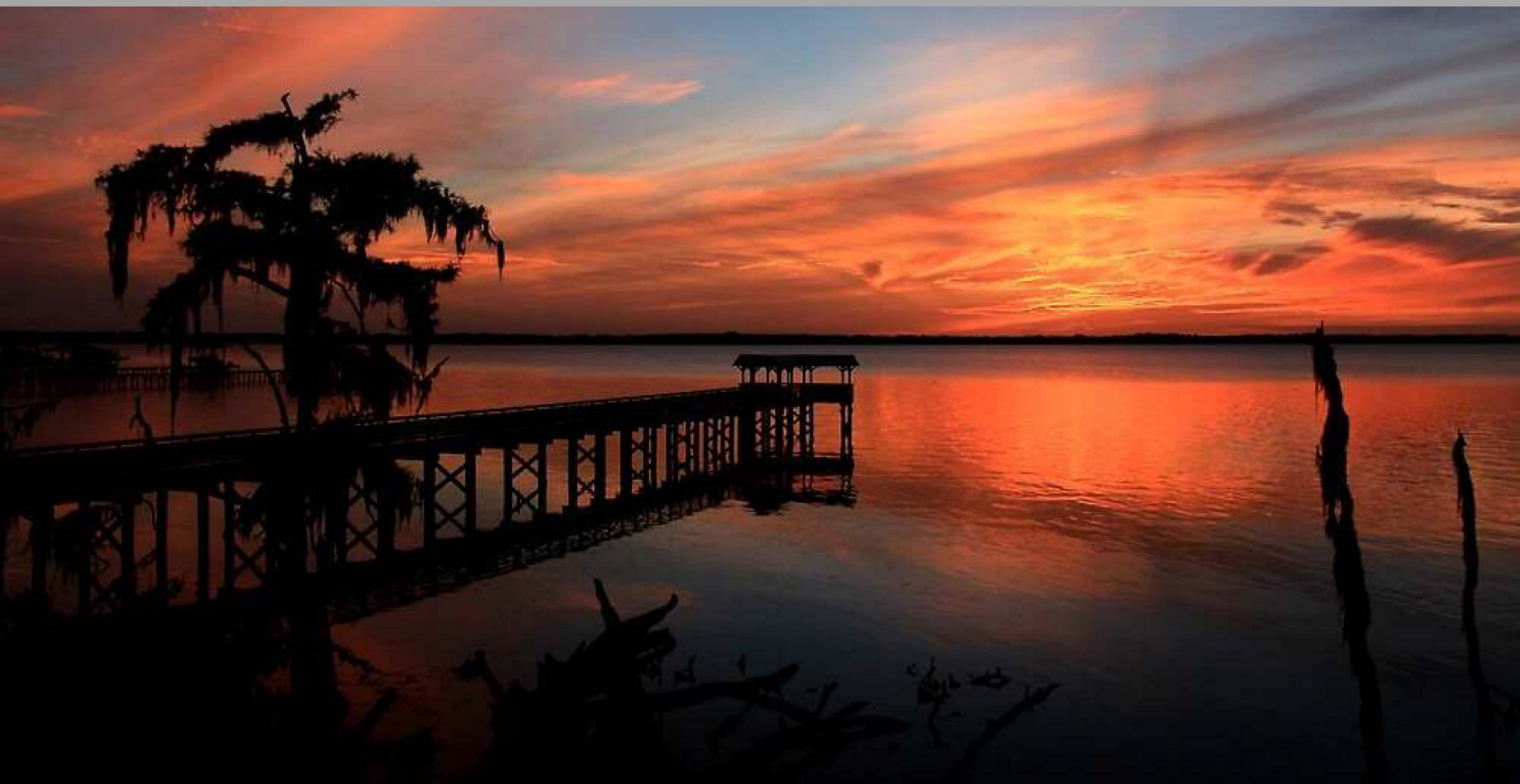
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COLBERT LANDINGS
COMMUNITY DEVELOPMENT DISTRICT

6C11

► **Colbert Landings Community Development District**

Response to Request for Qualifications for District Engineer



May 1, 2024



2225 A1A South | Suite A2 | St. Augustine | FL 32080 | 904-794-4231

► Section 1

Ability of Professional Personnel





Matt Lahti, PE, LEED AP

President & Principal-in-Charge



ROLE

Principal-in-Charge/
QA/QC Manager

EXPERIENCE

19 years

EDUCATION

BS, Civil Engineering,
Michigan
Technological
University (2004)

REGISTRATIONS

Professional
Engineer:
FL #71395

A Florida Licensed Engineer, Matt has been practicing in Northeast Central Florida for nearly a two decades and interacting with many of the area's most well-known regulatory agencies including the St. Johns River Water Management District, the Florida Department of Transportation, Florida Department of Environmental Protection, and dozens of local county and city municipalities. Paired with extensive experience managing projects from conceptualization to construction administration, Matt uses his strong communication and project management skills to continually deliver on his commitment to client satisfaction and successful projects. Matt is a budget-oriented designer who always keeps cost in the front of his mind when tackling a new project, always staying focused on providing a quality product that meets clients' needs both financially and physically. Matt understands that the schedule is of equal importance as the budget. The experience gained through working for both public and private clients, as well as managing numerous projects which require public involvement and Stakeholder awareness, brings a unique perspective to the design.

REPRESENTATIVE PROJECT EXPERIENCE

- **Victoria Crossing Apartments**, St. Johns County, FL
- **Flagler Crossing Apartments**, St. Johns County, FL
- **SJC Pole Barn**, St. Johns County, FL
- **SJC Disc Golf Course**, St. Johns County, FL
- **Villages West Park**, St. Johns County, FL

NOTABLE PERSONAL PROJECT EXPERIENCE

- **Northrop Grumman Hawkeye Manufacturing Facility**, St. Augustine, FL
- **Fernandina Streetscape and Waterfront Redevelopment**, Fernandina Beach, FL
- **Nassau County Council on Aging**, City of Fernandina Beach, FL
- **Pope Road Scenic Overlook**, St. Augustine Beach, FL
- **Ocean Hammock Park**, City of St. Augustine Beach, FL
- **Colbert Landings**, City of Palm Coast
- **Malacompra Greenway Park & Trail**, Flagler County, FL
- **Hidden Lakes PUD: Sections II & III**, Palm Coast, FL
- **Patriot Oaks Academy School Facility**, St. Johns County, FL
- **Valley Ridge Academy K-8**, St. Johns County, FL
- **Palm Valley Boat Ramp**, St. Johns County, FL



► Teresa V. Benton, PE

Senior Project Engineer/QAQC



ROLE

QA/QC Manager

EXPERIENCE

25 years

EDUCATION

BS, Environmental Engineering, University of Florida (1996)

REGISTRATIONS

Professional Engineer:
FL #56987

A Florida Licensed Engineer, Teresa graduated from the University of Florida with honors in Environmental Engineering. After an initial position with the Florida Department of Environmental Protections Industrial Wastewater Compliance Division, Ms. Benton steered her focus on civil engineering at the St Johns County Engineering Division where she oversaw several capital improvement projects including several key traffic intersections and multiple drainage problems throughout St. Johns County. Ms. Benton then found a position in the private sector, working with Gulfstream Design Group, where she has been for the last 6 + years. The range of projects she has designed and permitted varies from residential subdivisions to multiple commercial and industrial developments

REPRESENTATIVE PROJECT EXPERIENCE

Multiple St. Johns County Park Improvements | St. Johns County, FL | Professional Engineer: Ms. Benton design and permitted three St. Johns County parks, Mussallem Beachfront Park, North Beach Park Expansion and Spyglass Beach Parking Expansion, on behalf of the St. Johns County Public Works. Each of these projects had unique permitting requirements ranging from Coastal Construction Control Line approvals from the Florida Department of Environmental Protection (FDEP), Environmental Resource Permitting with the St. Johns River Water Management District (SJRWMD), Access and Drainage Connection permitting with the Florida Department of Transportation (FDOT), utility permitting with FDEP and Site Development permitting with St. Johns County.

NOTABLE PERSONAL PROJECT EXPERIENCE

- **Spyglass**, St. Johns County, FL
- **Colbert Landings**, City of Palm Coast, FL
- **iDeal Aluminum**, St. Johns County, FL
- **Sawmill Landing**, St. Johns County, FL
- **Mussallem Beach Front Park**, Vilano Beach, FL
- **North Beach Park**, Vilano Beach, FL
- **St. Johns County Fire Department Pole Barn**, St. Johns County, FL
- **Flagler Crossing Apartments**, St. Johns County, FL
- **Victoria Crossing Apartments**, St. Johns County, FL
- **Prawn/ Heron Street Hotel**, St. Johns County, FL
- **Beach Village Apartments at Palm Coast**, City of Palm Coast, FL





Ron DeSantis, Governor

Melanie S. Griffin, Secretary



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LAHTI, MATTHEW HENRY

404 SHORE DRIVE
SAINT AUGUSTINE FL 32086

LICENSE NUMBER: PE71395

EXPIRATION DATE: FEBRUARY 28, 2025

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BENTON, TERESA VALDESPINO

6825 SEA COVE AVENUE WEST
SAINT AUGUSTINE FL 32086

LICENSE NUMBER: PE56987

EXPIRATION DATE: FEBRUARY 28, 2025

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Land Planning | Civil Engineering | Permitting | Construction Administration

► Michael P. Whelan, PE, DCE

Senior Professional Engineer

ROLE

Professional Engineer

EXPERIENCE

30 years

EDUCATION

BS, Civil Engineering,
Florida International
University (1992)

REGISTRATIONS

Professional Engineer:
FL #55469

Mr. Whelan specializes in leading civil site engineering and construction administration teams. In 2016, he has successfully marketed and completed over \$6.2 million in design projects for private and municipal entities. He is responsible for the development of plans and specifications, construction administration, and construction inspection of projects, which include marinadevelopment, beach renourishment, utilities relocations, and shoreline stabilization. In 2010, Mr. Whelan earned the title of Diplomat in Coastal Engineering (D.CE), from ASCE's Academy of Coastal, Ocean, Navigation, and Port Engineers. He was recognized as a Fellow by the Florida Engineering Society in 2013.

REPRESENTATIVE PROJECT EXPERIENCE

St. Marks Pond Boulevard C and D Landfill, St. Johns County, FL

Senior Engineer for the civil site design and field design of landfill cells, the yard waste processing area (YWPA), scale house, and road. Lead the construction administration and site observations for project. Site included the installation of a leachate storage tank, with a pump and secondarily contained leachate main over 9,000 linear feet in length. Developed field adjustments with site contractors and permit regulators. Project was fast-tracked design, where Gulfstream acted as civil site design and construction observer of the project. The project had site permitting requirements in St. Johns County (SJC), St. Johns County Health Department (SJCHD), St. Johns County Utility Department (SJCUD), Jacksonville Electric Authority (JEA), Florida Department of Environmental Protection (FDEP) for water, wastewater, and **stormwater connections**.

Sawmill Landing, St. Johns County, FL

Senior Engineer for the civil site design and field design of residential home development. Developed field adjustments with site contractors and permit regulators. This project required grading, paving, drainage, and utility services. The project had site permitting requirements in St. Johns County (SJC), St. Johns County Health Department (SJCHD), St. Johns County Utility Department (SJCUD), Jacksonville Electric Authority (JEA), Florida Department of Transportation, Florida Department of Environmental Protection (FDEP) for water, wastewater, and stormwater connections.





Ron DeSantis, Governor

Melanie S. Griffin, Secretary



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WHELAN, MICHAEL P.

3927 COVE SAINT JOHNS ROAD
JACKSONVILLE FL 32277

LICENSE NUMBER: PE55496

EXPIRATION DATE: FEBRUARY 28, 2025

Always verify licenses online at MyFloridaLicense.com



Do not alter this document in any form.

This is your license. It is unlawful for anyone other than the licensee to use this document.



Land Planning | Civil Engineering | Permitting | Construction Administration

► Michael McLendon, EI

Senior CEI Engineer

ROLE

Construction
Management and
Administration

EXPERIENCE

18 years

EDUCATION

BS, Civil Engineering,
University of Florida

Michael has more than 18 years of diverse experience with engineering and construction. He assists with construction plan QA/QC and constructability reviews for Gulfstream Design Group. Michael handles **Construction Administration** for several projects and coordinates the pre-construction, construction and closeout responsibilities and monitors the construction of stormwater system construction, water and sewer utility construction and testing, lift station construction and testing, roadway construction and testing, site grading and erosion control. Michael assists the project manager with construction closeout and acceptance. Michael reviews subconsultant submittals for accuracy and conformance with applicable standards. This may include items such as the as built and record drawings, geotechnical testing results, and closeout documents. Michael supervises the testing of pressure mains and lift stations for operation in accordance with the project specification.

REPRESENTATIVE PROJECT ENGINEER EXPERIENCE

- **San Salito Subdivision** | St. Johns County, FL
- **Hastings Drainage District Deep Creek Culvert** | Hastings, FL
- **Woodlawn Road Improvements** | St. Johns County, FL
- **Sebastian Cove Subdivision** | St. Johns County, FL
- **South Street Sidewalk** | St. Augustine, Florida, FL
- **SJC Villages West Turn Lanes** | St. Augustine, FL

► Ryan C. McDonald, EI

Project Engineer

ROLE

Engineering &
Inspections

EXPERIENCE

3 years

EDUCATION

BS, Civil Engineering,
University of North
Florida

Ryan is a recent graduate of the University of North Florida, and he was hired a Project Engineer for Gulfstream Design Group. Ryan attends meetings with clients and provides a plan to meet the clients needs. He then participates in the drafting of the Civil Engineering Plans. Once the project has been approved, he then oversees construction. He visits the sites and ensures that construction is running smoothly, and on time.

REPRESENTATIVE PROJECT EXPERIENCE

- **North 2nd Street** | St. Johns County, FL
- **Avenue B Drainage** | St. Johns County, FL
- **Doug Crane Park Floating Docks** | St. Johns County, FL
- **Ocean Hammock Park** | St. Augustine Beach, FL
- **SJC Villages West Turn Lanes** | St. Augustine, FL



► Section 2

Consultant's Past Performance



Land Planning | Civil Engineering | Permitting | Construction Administration

Select Project Experience

► Colbert Landings Master Plan

City of Palm Coast, FL



Scope of Work:

Gulfstream Design Group was hired to provide a Full-scale set of Master Plans for a single-family, townhome, and multifamily residential subdivision in the City of Palm Coast, Florida, as well as Flood Plain Impact consultation in conjunction with Mr. Jim Humphries. Matt Lahti, P.E., prepared drainage master plans and calculations for the entirety of the development. Gulfstream Design Group has undertaken the role of project manager and has coordinated between all appropriate entities to ensure that the Drainage and Grading master plan for the 482-lot single-family subdivision, coupled with the FEMA Flood Plain modeling, as well as Compensating Storage design will be delivered in accordance with all applicable agency codes, including FDEP, SJRWMD, COPC, and Flagler County.

Gulfstream developed multiple conceptual plans for the project site. The client then selected one of the plans for development into a master site plan. The master plans include development of potable water distribution design, nutrient removal, wastewater collection system master plans, including force main analysis and pump station design. The master plan also includes drainage system designs and stormwater master plans. These plans consist of site planning, general civil engineering, geotechnical, mapping, environmental and wetland preservation. This project also includes project programming, and development of schedules for design and construction. We had to develop preparation of estimated quantities and costs, as well as construction support services. Our team assisted in the evaluation of bids, handled response to RFI's, attended meetings with City staff as well as presented to the City Council.



Select Project Experience

► Avalon Place Townhomes

City of Jacksonville, FL



Scope of Work:

Avalon Place is 106-lot townhome community that is currently (March 2024) under construction and located on New Berlin Road in the City of Jacksonville zoning district and the Jacksonville Electric Authority (JEA) utility district. The Avalon Place project's driveway directly connects to New Berlin Road (City of Jacksonville Right of Way). Gulfstream began its services with limited due diligence on this parcel consisting of land development code research, preparation of conceptual drawings and preliminary coordination with design team regarding collection of topographic, wetland and tree surveys. Gulfstream used a boundary survey prepared by Project Surveyor overlaid with City of Jacksonville Lidar for the Initial plan submittals to the regulatory agencies. Gulfstream was responsible for the design team coordination efforts with Surveyors, Geotechnical Engineers, Biologists/Ecologists/Arborists, and Landscape Architects to successfully navigate the regulatory framework for Construction Permit Issuance. This allowed an expedited review by SJRWMD of the recently flagged wetland lines. Upon receipt of comments from the regulatory agencies and final topographic, wetland and tree survey; Gulfstream prepared Final Engineering Plans and Submitted responses to the regulatory agency review comments. Gulfstream coordinated with the project surveyor to prepare the Preliminary Plat for the project as well as the developer to complete civil plan bidding and response to contractor questions during the bidding process. Gulfstream will also provide Limited Construction Administration Services to the developer of the project including: Attendance at Pre Construction Meeting, Shop Drawing Review, Onsite Progress meetings, Onsite Testing Verification, Pay Application Review and Project Certifications of Construction to the Regulatory Agencies.



Select Project Experience

► Wyndbrook Townhomes City of Jacksonville, FL



Scope of Work:

Wyndbrook is a 92 unit townhome project that is currently (March 2024) under construction and located within the City of Jacksonville zoning district and the Jacksonville Electric Authority (JEA) utility district. The Wyndbrook project's driveway directly connects to 103rd Street (FDOT Right of Way). Gulfstream began its services with limited due diligence on this parcel consisting of land development code research, preparation of conceptual drawings and preliminary coordination with design team regarding collection of topographic, wetland and tree surveys. . Gulfstream was responsible for the design team coordination efforts with Surveyors, Geotechnical Engineers, Biologists/Ecologists/Arborists, and Landscape Architects to successfully navigate the regulatory framework for Construction Permit Issuance. Gulfstream used a boundary survey prepared by Project Surveyor overlaid with City of Jacksonville Lidar for the Initial plan submittals to the regulatory agencies. This allowed an expedited review by SJRWMD of the recently flagged wetland lines. Gulfstream prepared plans for the Driveway Connection Application to the FDOT as well as a Drainage Application to the FDOT. Upon receipt of comments from the regulatory agencies and final topographic, wetland and tree survey; Gulfstream prepared Final Engineering Plans and Submitted responses to the regulatory agency review comments. The project required some offsite utility work and Gulfstream assisted with preparation of a Temporary Utility Construction Easement with adjacent landowner to allow for the offsite directional drill of the sewer connection to occur. Gulfstream coordinated with the project surveyor to prepare the Preliminary Plat for the project as well as the developer to complete civil plan bidding and response to contractor questions during the bidding process. Gulfstream will also provide Limited Construction Administration Services to the developer of the project including: Attendance at Pre Construction Meeting, Shop Drawing Review, Onsite Progress meetings, Onsite Testing Verification, Pay Application Review and Project Certifications of Construction to the Regulatory Agencies.



Select Project Experience

► Briarwood Townhomes

City of Jacksonville, FL



Scope of Work:

Briarwood is a 96 unit townhome project that is currently (March 2024) under construction and located within the City of Jacksonville zoning district and the Jacksonville Electric Authority (JEA) utility district. The Briarwood project's driveway directly connects to 103rd Street (FDOT Right of Way). Gulfstream began its services with limited due diligence on this parcel consisting of land development code research, preparation of conceptual drawings and preliminary coordination with design team regarding collection of topographic, wetland and tree surveys. . Gulfstream was responsible for the design team coordination efforts with Surveyors, Geotechnical Engineers, Biologists/Ecologists/Arborists, and Landscape Architects to successfully navigate the regulatory framework for Construction Permit Issuance. Gulfstream used a boundary survey prepared by Project Surveyor overlaid with City of Jacksonville Lidar for the Initial plan submittals to the regulatory agencies. This allowed an expedited review by SJRWMD of the recently flagged wetland lines. Gulfstream prepared plans for the Driveway Connection Application to the FDOT as well as a Drainage and Utility Application to the FDOT. Upon receipt of comments from the regulatory agencies and final topographic, wetland and tree survey; Gulfstream prepared Final Engineering Plans and Submitted responses to the regulatory agency review comments. Gulfstream coordinated with the project surveyor to prepare the Preliminary Plat for the project as well as the developer to complete civil plan bidding and response to contractor questions during the bidding process. Gulfstream will also provide Limited Construction Administration Services to the developer of the project including: Attendance at Pre-Construction Meeting, Shop Drawing Review, Onsite Progress meetings, Onsite Testing Verification, Pay Application Review and Project Certifications of Construction to the Regulatory Agencies.



Select Project Experience

► Sawmill Landing PUD-100-Lot Subdivision St. Johns County, FL



Scope of Work:

Matt Lahti: Project Manager A 100-lot subdivision located off State Road 207 in St. Johns County, Sawmill Landing PUD showcases Gulfstream Design Group's multi-faceted skillset in integrating complex design with streamlined project management. Working to develop the community for KB Home, Gulfstream was responsible for the development of a Master Development Plan and Master Utility and Stormwater Plan as well as preparation of complete construction plans and permit applications for the nearly 50-acre site. Additionally, Gulfstream assisted our client's legal counsel in responsibly Rezoning (PUD) the property to best fit the vision of our client; where Gulfstream engaged in presentations to St. Johns County staff at Planning & Zoning Board and the Board of County Commissioners. Gulfstream assisted in the preparation of Final Plat documents, performed full stormwater and utility design for the site, and connected the site to State Road 207 via turn lane and Florida Department of Transportation right of way Utilities. As project manager, Gulfstream was responsible for coordination with Surveyors, Geotechnical Engineers, Biologists, and Landscape Architects as well as permitting from: St. Johns County Engineering (right-of-way), St. Johns River Water Management District, Florida Department of Transportation, Florida Department of Environmental Protection and National Pollution Discharge Elimination System (NPDES).



Select Project Experience

- Republic Services: St. Marks Pond Boulevard C and D Landfill
St. Johns County, FL



Scope of Work:

Matt Lahti: Project Manager - As Project Manager, Gulfstream Design Group staff provided civil site design, land planning and local construction plan permitting services for the approximately **90-acre C&D Landfill**. Services provided included land planning and entitlement, project schedule management, approval of zoning applications, Special Use Permit Major (SUPMAJ), paving and grading design, design of C&D Landfill Cells, Yard Waste Processing Area (YWPA), scale house/office and roadway design for St. Marks Pond Boulevard. Gulfstream also lead the construction administration and site observations for the project, which included the installation of a leachate storage tank with a pump and secondarily contained leachate main over 9,000 linear feet in length as well as oversight of materials/density testing, construction stakeout and landscape installation. Gulfstream developed field adjustments through RFI's with site contractors and regulatory agencies, and fast-tracked the design of this \$10 million dollar project acting as civil site designer and construction observer. Gulfstream also handled permitting requirements for St. Johns County (SJC), St. Johns County Health Department (SJCHD), St. Johns County Utility Department (SJCUD), Jacksonville Electric Authority (JEA) and Florida Department of Environmental Protection (FDEP) for water, wastewater and stormwater applications.



Select Project Experience

► Central Landings at the Town Center Palm Coast, Florida



Scope of Work:

Matt Lahti: Project Manager; Teresa Benton, Project Engineer– Gulfstream Design Group contracted with Atlantic Housing Partners to provide complete civil engineering plans and permitting for this 233-unit apartment and cottage home project, located in the heart of the newly formed Town Center at Palm Coast.

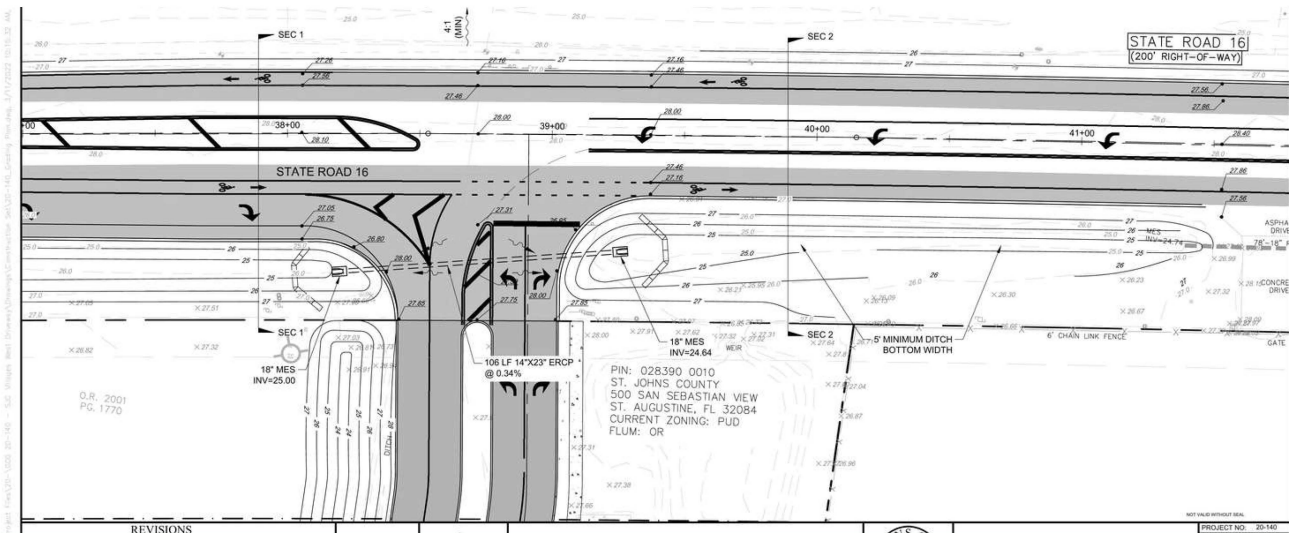
The project design scope included paving, grading, drainage, potable water, sanitary sewer, and traffic design, as well as permitting through local and state entities. The project included portions of senior housing and grant assistance, public process, and approvals through local Community Development Districts. The project is nearing completion, with Gulfstream staff involved with Construction Administration and Close out for the client.





Villages West Regional Park

St. Johns County, FL



SCOPE OF WORK:

Gulfstream Design Group was hired by St. Johns County to prepare **engineering plans** for the expansion of an existing FDOT turn lane and driveway entrance on SR-16. Gulfstream completed **master planning** to incorporate this new entrance in the site's overall traffic plan and completed FDOT utility **permitting** for the entire project. Our team was also contracted to prepare **cost estimates** and provide design team management for the entire regional park. As the project manager, Gulfstream conducted weekly project meetings and performed value engineering analysis with peer review over all plans including drainage, utility, and local land development code evaluations.

Gulfstream Design Group coordinated with a team of subconsultants including Carter Environmental Services for tree mitigation, Jackson Geotechnical Engineering for **geotechnical services**, and Surage & Associates as the **architect** for the design of the park structures. Gulfstream performed cut and fill analysis to get a better estimate for the preparation of estimated quantities, costs, and bid forms. Our firm also provided **Bidding Plans and bid assistance** to St. Johns County including the creation of technical specifications. Permit coordination was provided by Gulfstream, which included Florida Department of Transportation drainage and driveway submittals and filing for an exemption through the Saint Johns River Water Management District.

Gulfstream Design Group provided project programming with Carter Environmental Services, INC., including wetland mitigation and tree survey. Gulfstream provided **tree survey analysis** which saved the County thousands of dollars on protection costs. Final deliverables from Gulfstream included **general civil engineering plans** for the project, cut and fill analysis, and RAI responses.

CLIENT:

St. Johns County

CONTACT:

Jason McKay
jmckay@sjcfl.us
(904) 814-3143

PROJECT VALUE:

+/- \$6,500,000.00

START DATE:

May 2021

COMPLETION DATE:

February 2022

PROJECT TEAM INVOLVED:

Matthew H. Lahti, PE
Ryan C. McDonald, EI
Justin Spicer
Greg DuPree
Lindsay Dasher



► Ocean Hammock Beachfront Park

St. Augustine Beach, FL



SCOPE OF WORK:

Gulfstream Design Group prepared final engineering design, calculations, and **construction plans** and specifications for the Ocean Hammock Park for City of St. Augustine Beach Public Works Staff as detailed in the Coastal Partnership Initiative (CPI). This project included a 400-600 sf pavilion, accessible nature trails/walkways from Phase 1 to the park interior and tying into the existing beach boardwalk (including elevated portions), **nature trails with interpretative signage**, a children's playscape, picnic pavilion, observation platform, informational kiosk, benches, bike racks, canoe/kayak storage facilities, and dune and wetland restoration on the property.

The Gulfstream team provided design team management of local subconsultants to perform services for **surveying and geotechnical engineering**. Gulfstream worked with the St. Johns River Water Management District to obtain an **Environmental Resource Permit** for this project and a **Conservation Easement Release**. Gulfstream also coordinated a Coastal Construction Line Permit through the Department of Environmental Protection.

We worked with the design team to complete a **stormwater master plan**, wetland management plan, and a site plan that allowed the many site elements to work together in a safe and interactive environment. Gulfstream worked with local police/fire departments to design a project that addresses all safety concerns for park users and adjacent homeowners alike. The project included general civil engineering design, design team coordination, and bid services.

Gulfstream's team completed an engineer's **opinion of probable cost** to provide the client with an estimate for the total cost of construction and assisted with **bidding** and grant management. We also hosted a public engagement meeting where adjacent property owners could participate and developed the **schedules for design and construction** of the project.

CLIENT:

City of St. Augustine Beach

CONTACT:

William (Bill) Tredik, PE
btredik@cityofsab.org
(904) 471-1119

PROJECT VALUE:

\$757,401.50

START DATE:

January 2021

COMPLETION DATE:

January 2022

PROJECT TEAM INVOLVED:

Michael McLendon, EI
Matthew H. Lahti, PE
Teresa V. Benton, PE
Ryan C. McDonald, EI
Greg DuPree
Lindsay Dasher



Letters of Reference





April 11, 2023

To whom it may concern:

Re: Letter of reference for Gulfstream Design Group, LLC,
regarding Victoria Crossing Apartments

Dear Sir/Madam:

It is with great pleasure that I present you with this Letter of Reference on behalf of Gulfstream Design Group. Gulfstream, under the superb professional leadership of Matthew Lahti, P.E., is providing outstanding and exceptional construction engineering and inspection services for the Victoria Crossing Apartments project in St. Augustine.

The Gulfstream Design Team has worked with Turnstone's staff to design and permit this project, and they are also providing construction administration services, which includes handling the construction closeout documents.

Throughout the design and construction phases of this project, Gulfstream has completed pre-construction meetings, shop drawing reviews, and they are continuing to provide their excellent services in the following tasks:

- Site visits;
- Site testing & verification;
- RFI response;
- Paving and grading, stormwater, and utility "As-built" reviews;
- Project Certifications; and
- Project Closeout Coordination with St. Johns County, SJRWMD, FDEP, and FDOT

Mr. Lahti, P.E., Michael McLendon, EI, and the entire Gulfstream team continue to exceed expectations and provide high quality services for this project. They are always courteous and professional and very diligent and responsive in communication and oversight of the overall project.

The Gulfstream team has demonstrated that they are willing to go the extra mile necessary to assure that full customer satisfaction is provided at all times. I would highly recommend Gulfstream Design Group, LLC for any and all future design and construction engineering and inspection projects.

Sincerely,

A handwritten signature in black ink, appearing to read "M. Hartman".

Michael Hartman
Development Manager

56 E. North Avenue
Suite 100
Northlake, IL 60164

321-223-8650 CELL
mhartman@turnstonedev.org
www.turnstonedev.org



Lee Hutchins
Vice President of Land Development
1819 Goodwin St
Jacksonville, FL 32204
C: 904.509.9434
LHutchins@cornerlotdevelopment.com

April 12, 2023

Dear Sir or Madam:

Please let this serve as my "Letter of Reference" on behalf of Gulfstream Design Group (GDG) for our Flagler Crossing apartment project. Under the leadership of Matthew Lahti, P.E., GDG has been an integral partner in this very complex and demanding endeavor. Matt has surrounded himself with a great team that is always prepared but also able professionally respond to the unforeseen.

The GDG Team has worked with our staff, peer consultants and local issuing authorities to design and permit this project with the City of St Augustine, St Johns River Water Management District and the Florida Department of Environmental Protection. GDG was also retained to provide construction administration and inspection services through close out of the project.

Mr. Lahti, P.E., Michael McLendon, EI, and the greater GDG team continue to exceed expectations and provide high quality services for this project. They are always courteous and professional and very diligent and responsive in communication and oversight of the overall project.

The Gulfstream team believes in going the extra mile necessary to assure that full customer satisfaction is always provided. I would highly recommend Gulfstream Design Group, LLC for any future design and construction engineering and inspection projects.

Thank you for your time,



City of St. Augustine Beach

2200 A1A South
St. Augustine Beach, FL 32080
FEID # 590560946
www.staugbch.com

CITY MGR. (904) 471-2122
FAX (904) 471-4108

PUBLIC WORKS (904) 471-1119
FAX (904) 471-4161

March 16, 2023

Re: Letter of Reference for Gulfstream Design Group, LLC.
City of St. Augustine Beach, FL

To whom it may concern:

The City of St. Augustine Beach recently utilized the services of Gulfstream Design Group, LLC to design and permit Ocean Hammock Park, an 18-acre natural park nestled in a slice of the remaining natural hammock along the Atlantic Ocean. The City hoped to minimize environmental impacts, maintain the natural characteristics and beauty of the property, preserve the natural flora and fauna, all while providing unique opportunities for the public to recreate and learn about the diverse and unique habitat. Gulfstream Design hit the mark on all of the City's goals by designing and permitting an exceptional balance of the differing project requirements; all while proactively communicating to ensure that the design remained consistent with the City's expectations.

Gulfstream Design's owner, Matt Lahti, P.E. and his team demonstrated excellent leadership, knowledge and responsiveness during the design and permitting process and I would not hesitate to utilize them for future projects. Based upon this successful experience, I feel confident that Gulfstream Design would provide a similar high level of service to their other clients.

Sincerely,

William Tredik, P.E.
Public Works Director / City Engineer



St. Johns County Board of County Commissioners

Public Works | Construction Services

To whom it may concern,

I have had the opportunity to work with Gulfstream Design Group and their team on numerous projects, both large and small in scale. They have performed all elements of consulting and design services for St. Johns County including: environmental, geotechnical services, cost estimating, design, permitting, bid assistance, construction administration, and project close out. They are familiar with all types of permitting as required through the various permitting agencies including St. Johns County Development Review (DRC), St. Johns River Water Management District (SJRWMD), United State Army Corps of Engineers (USACOE), Florida Department of Environmental Protection (FDEP), Florida Department of Transportation (FDOT), Florida Department of Health (FDOH), and others. The team at Gulfstream Design Group is very responsive to our needs and communicate well. The President of Gulfstream Design Group, Matt Lahti, P.E., answers the phone every time I call. They are a professional and experienced firm and I believe that there is no project too large or small that they could not handle.

Sincerely,

Jason A. McKay

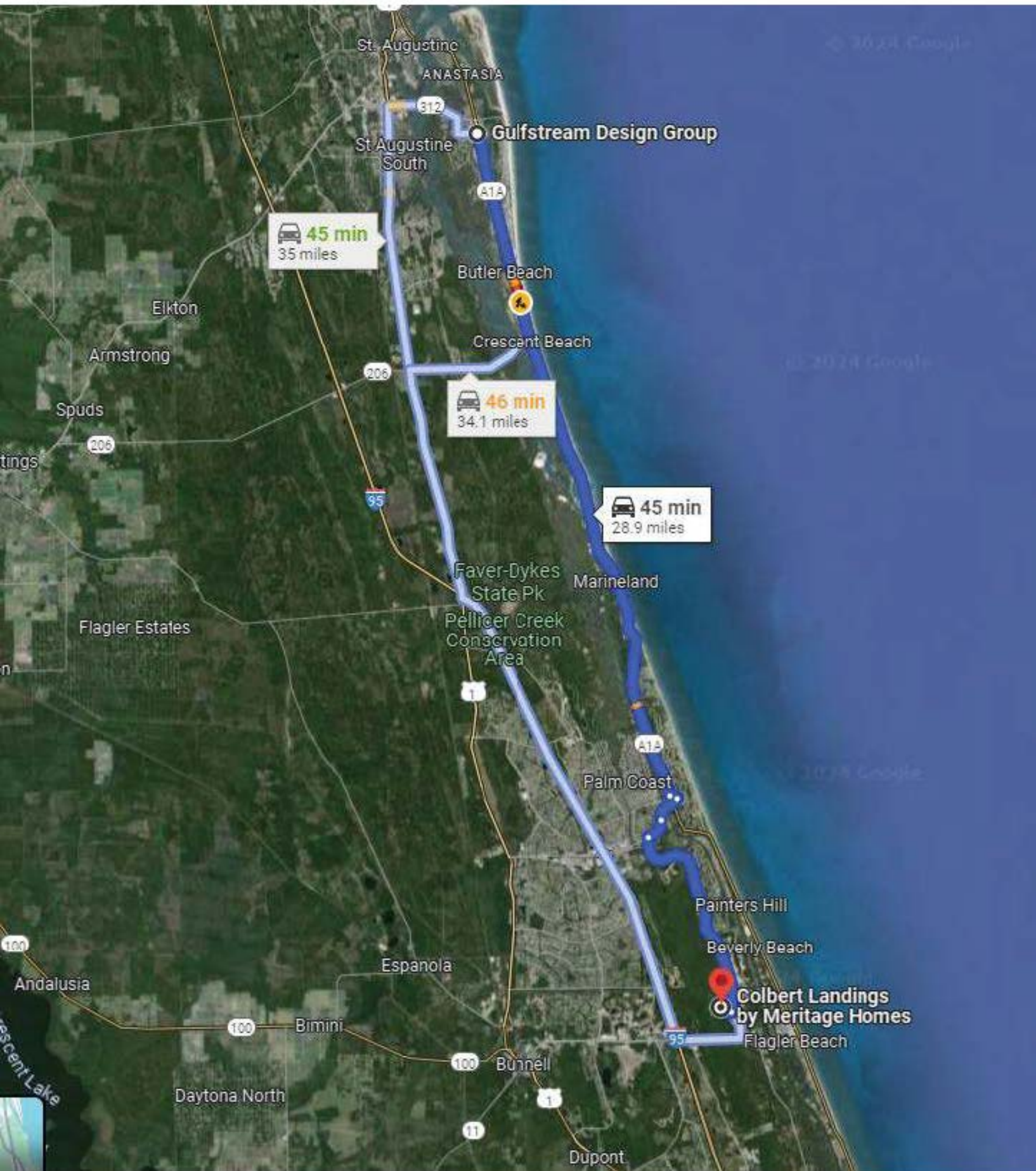
A handwritten signature in blue ink that reads "Jason A. McKay".

CIP Program Manager
St Johns County, FL BOCC/Public Works
Construction Services Department
2750 Industry Center Road
St. Augustine, Florida 32084
Office: (904) 209-0192
Mobile: (904) 814-3143
jmckay@sjcfl.us

► Section 3

Geographic Location





► Section 4

Time & Budget Requirements



Willingness to Meet Time and Budget Requirements

Control of Project Schedule: We understand how critical schedule is to Capital Improvements Projects. A comprehensive project schedule will be developed for each project assigned to Gulfstream, to ensure that all project issues are identified at the onset. Maintaining a project on schedule begins with understanding the key issues that drive it and developing contingency plans to control it. We propose to control the project schedule by understanding scope of services to ensure the schedule is set up correctly to begin with, commencing design, R/W survey, and geotechnical analysis as soon as possible after receipt of NTP. The assignment of our surveying, geotechnical, floodplain engineering, and environmental assessment sub consultant to coordinate all tasks will ensure consistent and high quality survey products delivered to the District on time. Gulfstream will coordinate weekly with Sub-consultants, accelerate activities not required initially to compensate for unforeseen delays, and meet with key District staff ahead of time for consensus on key project issues. The design team will utilize a pro-active project management plan that allows for proper QA/QC time, early communication to utilities, and give us an early start through Pre-Application Meetings.

Innovative Control of Project Budget: Controlling the project's budget whether in design or construction is ultimately affected by effectively communicating with the team to be sure that critical path items are met on time to ensure control of the project schedule and avoiding costly delays. Therefore, accomplishing all the tasks described above is the first step to managing the team and their respective action items. Other measures include identifying cost savings measures *via Peer Review and Value Engineering at the onset of the project* and reviewing the long-range estimates of material availability as well as estimated costs early and at pre-determined project milestones. This allows for sufficient time to make design changes and stay within budget. Gulfstream plans to maximize the use of existing structures to reduce reconstruction requirements. Early commitment from the affected parties (stakeholders) will ensure an expedited project schedule. Our team will further identify several design solutions that can reduce the construction cost and eliminate conflicts where possible.

Gulfstream is dedicated to staying on schedule and within budget, and we assure the District that we are ready and willing to meet all milestones throughout to course of any project that they may offer us.



► Section 5

Business Certifications



Land Planning | Civil Engineering | Permitting | Construction Administration

This Receipt is issued pursuant to
County ordinance 87-36

2023/2024 ST. JOHNS COUNTY
LOCAL BUSINESS TAX RECEIPT
MUST BE DISPLAYED IN A CONSPICUOUS PLACE

Account 1058776
EXPIRES September 30, 2024

Business Type Engineer (L)
Location 906 Anastasia Blvd # A
St Augustine FL 32080

Business Name Gulfstream Design Group
LLC

Owner Name Gulfstream Design Group LLC

Mailing Address 2225 A1A S Ste A-2
St. Augustine FL 32080



New Business
Transfer

Tax 30.00
Penalty 0.00
Cost 0.00
Total 30.00

DENNIS W. HOLLINGSWORTH
ST. JOHNS COUNTY TAX COLLECTOR

This receipt does not constitute a franchise, an agreement, permission or authority to perform the services or operate the business described herein when a franchise, an agreement, or other county commission, state or federal permission or authority is required by county, state or federal law.

This form becomes a receipt only when validated below

Paid by receipt(s) 2022-8513082 on 07/31/23 for \$30.00

State of Florida

Department of State

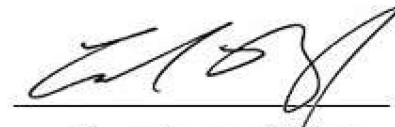
I certify from the records of this office that GULFSTREAM DESIGN GROUP, LLC is a limited liability company organized under the laws of the State of Florida, filed on August 13, 2013, effective August 10, 2013.

The document number of this limited liability company is L13000113980.

I further certify that said limited liability company has paid all fees due this office through December 31, 2023, that its most recent annual report was filed on May 5, 2023, and that its status is active.

*Given under my hand and the
Great Seal of the State of Florida
at Tallahassee, the Capital, this
the Thirtieth day of October, 2023*




Secretary of State

Tracking Number: 9540048701CU

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

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

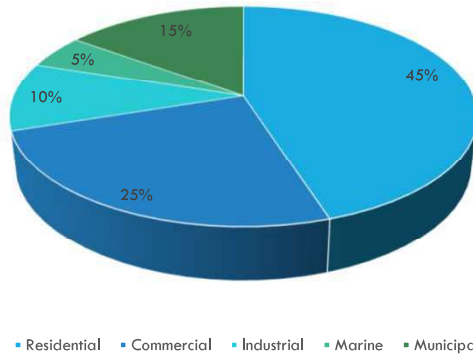
► Section 6

Project Workload



Land Planning | Civil Engineering | Permitting | Construction Administration

GDG Types of Work

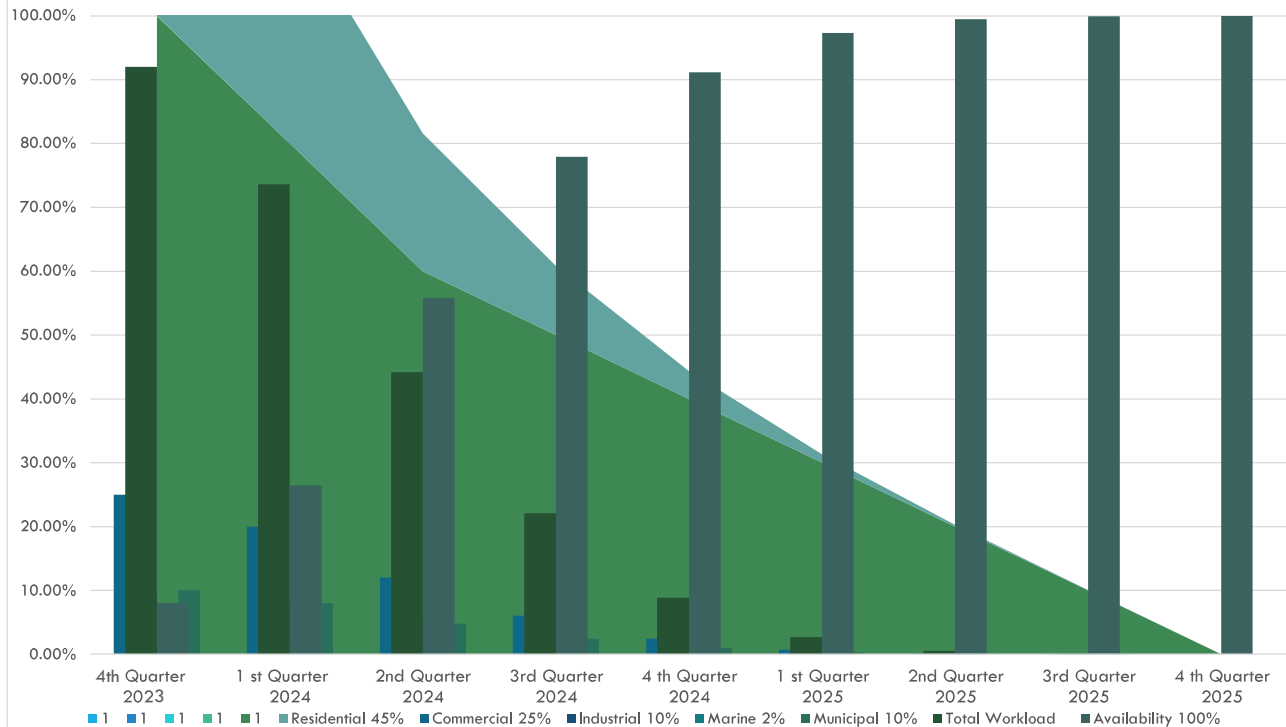


Type of Work

Residential	45%
Commercial	25%
Industrial	10%
Marine	5%
Municipal	15%
	100%

	4th Quarter 2023	1st Quarter 2024	2nd Quarter 2024	3rd Quarter 2024	4th Quarter 2024	1st Quarter 2025	2nd Quarter 2025	3rd Quarter 2025	4th Quarter 2025
Residential	100.00%	80.00%	60.00%	50.00%	40.00%	30.00%	20.00%	10.00%	0.00%
Commercial	45.00%	36.00%	21.60%	10.80%	4.32%	1.30%	0.26%	0.03%	0.00%
Industrial	25.00%	20.00%	12.00%	6.00%	2.40%	0.72%	0.14%	0.01%	0.00%
Marine	10.00%	8.00%	4.80%	2.40%	0.96%	0.29%	0.06%	0.01%	0.00%
Municipal	2.00%	1.60%	0.96%	0.48%	0.19%	0.06%	0.01%	0.00%	0.00%
Total Workload	92.00%	73.60%	44.16%	22.08%	8.83%	2.65%	0.53%	0.05%	0.00%
Availability	8.00%	26.40%	55.84%	77.92%	91.17%	97.35%	99.47%	99.95%	100.00%

GDG Workload and Availability



► **Section 7**

Volume of Work Previously Awarded



Volume of District Work Previously Awarded

Gulfstream Design Group has not been previously awarded any purchase orders, work orders, or contracts from the District.



COLBERT LANDINGS
COMMUNITY DEVELOPMENT DISTRICT

6D

Colbert Landings Community Development District
Request for Qualifications – District Engineering Services

Competitive Selection Criteria

	Ability and Adequacy of Professional Personnel	Consultant’s Past Performance	Geographic Location	Willingness to Meet Time and Budget Requirements	Certified Minority Business Enterprise	Recent, Current and Projected Workloads	Volume of Work Previously Awarded to Consultant by District	TOTAL SCORE
<i>weight factor</i>	25	25	20	15	5	5	5	100
NAME OF RESPONDENT								
1 Alliant Engineering, Inc.								
2 Gulf Stream Design Group, LLC								

Board Member’s Signature

Date

COLBERT LANDINGS
COMMUNITY DEVELOPMENT DISTRICT

7

RESOLUTION 2024-14

A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE COLBERT LANDINGS COMMUNITY DEVELOPMENT DISTRICT ELECTING AND REMOVING OFFICERS OF THE DISTRICT AND PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, the Colbert Landings Community Development District (the “District”) is a local unit of special-purpose government created and existing pursuant to Chapter 190, *Florida Statutes*; and

WHEREAS, the District’s Board of Supervisors desires to elect and remove Officers of the District.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF SUPERVISORS OF COLBERT LANDINGS COMMUNITY DEVELOPMENT DISTRICT THAT:

SECTION 1. The following is/are elected as Officer(s) of the District effective August 1, 2024:

Kristen Thomas is elected Assistant Secretary

SECTION 2. The following prior appointments by the Board remain unaffected by this Resolution:

Martha Schiffer is Chair

Michael Owens is Vice Chair

Megan Germino is Assistant Secretary

Rose Bock is Assistant Secretary

Cecil Camacho is Assistant Secretary

Craig Wrathell is Secretary

Daniel Rom

is Assistant Secretary

Craig Wrathell

is Treasurer

Jeff Pinder

is Assistant Treasurer

PASSED AND ADOPTED THIS 1ST DAY OF AUGUST, 2024.

ATTEST:

**COLBERT LANDINGS COMMUNITY
DEVELOPMENT DISTRICT**

Secretary/Assistant Secretary

Chair/Vice Chair, Board of Supervisors

COLBERT LANDINGS
COMMUNITY DEVELOPMENT DISTRICT

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KILINSKI | VAN WYK

MEMORANDUM

To: Board of Supervisors; District Manager

From: Kilinski | Van Wyk PLLC

Date: June 2024

Re: Section 189.0694, *Florida Statutes* (Performance Measures and Standards Reporting)

The purpose of this memorandum is to provide you with additional information regarding new performance measures and standards reporting requirements for special districts. This new requirement was enacted during Florida's 2024 Legislative Session and was originally reported in our legislative newsletters. It has been codified as Section 189.0694, *Florida Statutes*, effective July 1, 2024.

What is required?

The new statute requires special districts (including community development districts) to establish goals and objectives for its programs and activities and performance measures and standards to determine if its goals and objectives have been achieved. The goals, objectives, and performance measures and standards must be established by **October 1, 2024**, or by the end of the first full fiscal year after a District's creation, whichever is later.

The new statute also requires annual reporting each **December 1** (beginning December 1, 2025) on whether the goals and objectives were achieved, which goals or objectives were not achieved, and what measures were used to make the determination.

Are there any mandated goals, objectives, or performance measures/standards?

No. The new statute allows a great deal of flexibility for special districts to adopt the goals, objectives, and performance measures and standards that fit their needs. It is likely that many special districts with similar activities and programs may adopt similar measures, but special districts may also add specialized measures if they wish. Attached is a potential starting point for development of these goals, objectives and performance measures/standards in **Attachment A**. If you have questions about the new legal requirements, please consult your Kilinski | Van Wyk attorney.

Text of the Bill: 189.0694 Special districts; performance measures and standards.

(1) Beginning October 1, 2024, or by the end of the first full fiscal year after its creation, whichever is later, each special district must establish goals and objectives for each program and activity undertaken by the district, as well as performance measures and standards to determine if the district's goals and objectives are being achieved.

(2) By December 1 of each year thereafter, each special district must publish an annual report on the district's website describing:

(a) The goals and objectives achieved by the district, as well as the performance measures and standards used by the district to make this determination.

(b) Any goals or objectives the district failed to achieve.

Exhibit A:

Goals, Objectives and Annual Reporting Form

**Colbert Landings Community Development District
Performance Measures/Standards & Annual Reporting
Form October 1, 2024 – September 30, 2025**

1. Community Communication and Engagement

Goal 1.1: Public Meetings Compliance

Objective: Hold regular Board of Supervisor meetings to conduct CDD-related business and discuss community needs.

Measurement: Number of public board meetings held annually as evidenced by meeting minutes and legal advertisements.

Standard: A minimum of eight board meetings were held during the Fiscal Year or more as may be necessary or required by local ordinance and establishment requirements.

Achieved: Yes ☐ No ☐

Goal 1.2: Notice of Meetings Compliance

Objective: Provide public notice of each meeting at least seven days in advance, as specified in Section 190.007(1), using at least two communication methods.

Measurement: Timeliness and method of meeting notices as evidenced by posting to CDD website, publishing in local newspaper and via electronic communication.

Standard: 100% of meetings were advertised with 7 days' notice per statute by at least two methods (i.e., newspaper, CDD website, electronic communications).

Achieved: Yes ☐ No ☐

Goal 1.3: Access to Records Compliance

Objective: Ensure that meeting minutes and other public records are readily available and easily accessible to the public by completing monthly CDD website checks.

Measurement: Monthly website reviews will be completed to ensure meeting minutes and other public records are up to date as evidenced by District Management's records.

Standard: 100% of monthly website checks were completed by District Management.

Achieved: Yes ☐ No ☐

2. Infrastructure and Facilities Maintenance

Goal 2.1: Engineer or Field Management Site Inspections

Objective: Engineer or Operations Manager will conduct inspections to ensure safety and proper functioning of the District's infrastructure.

Measurement: Operations Manager and/or District Engineer visits were successfully completed per agreement as evidenced by Operations Manager and/or District Engineer's reports, notes or other record keeping method.

Standard: 100% of site visits were successfully completed as described within the applicable services agreement

Achieved: Yes ☐ No ☐

Goal 2.2: District Infrastructure and Facilities Inspections

Objective: District Engineer will conduct an annual inspection of the District's infrastructure and related systems as may be required by Indenture.

Measurement: A minimum of one inspection completed per year as evidenced by District Engineer's report related to district's infrastructure and related systems as may be required by the District's bond Indenture.

Standard: Minimum of one inspection was completed in the Fiscal Year by the District's Engineer as may be required by the District's bond Indenture.

Achieved: Yes ☐ No ☐

3. Financial Transparency and Accountability

Goal 3.1: Annual Budget Preparation

Objective: Prepare and approve the annual proposed budget by June 15 and adopt the final budget by September 30 each year.

Measurement: Proposed budget was approved by the Board before June 15 and final budget was adopted by September 30 as evidenced by meeting minutes and budget documents listed on CDD website and/or within district records.

Standard: 100% of budget approval & adoption were completed by the statutory deadlines and posted to the CDD website.

Achieved: Yes ☐ No ☐

Goal 3.2: Financial Reports

Objective: Publish to the CDD website the most recent versions of the following documents: Annual audit, current fiscal year budget with any amendments, and most recent financials within the latest agenda package.

Measurement: Annual audit, previous years' budgets, and financials are accessible to the public as evidenced by corresponding documents on the CDD's website.

Standard: CDD website contains 100% of the following information: Most recent annual audit, most recently adopted/amended fiscal year budget, and most recent agenda package with updated financials.

Achieved: Yes ☐ No ☐

Goal 3.3: Annual Financial Audit

Objective: Conduct an annual independent financial audit per statutory requirements and publish the results to the CDD website for public inspection and transmit to the State of Florida.

Measurement: Timeliness of audit completion and publication as evidenced by meeting minutes showing board approval and annual audit is available on the CDD's website and transmitted to the State of Florida.

Standard: Audit was completed by an independent auditing firm per statutory requirements and results were posted to the CDD website and transmitted to the State of Florida.

Achieved: Yes ☐ No ☐

Chair/Vice Chair:_____

Date:_____

Print Name:_____

Colbert Landings Community Development District

District Manager:_____

Date:_____

Print Name:_____

Colbert Landings Community Development District

COLBERT LANDINGS
COMMUNITY DEVELOPMENT DISTRICT

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FIELD OPERATIONS AGREEMENT

THIS FIELD OPERATIONS AGREEMENT (“**Agreement**”) is made and entered into effective the 10th day of July 2024 by and between:

COLBERT LANDINGS COMMUNITY DEVELOPMENT DISTRICT, a local unit of special purpose government established pursuant to Chapter 190, *Florida Statutes*, whose address is c/o Wrathell, Hunt and Associates, LLC, 2300 Glades Road, Suite 410W, Boca Raton, Florida 33431 (“**District**”); and

HOME ENCOUNTER HECM, LLC, a Florida limited liability company, whose mailing address is 12906 Tampa Oaks Blvd., Suite 100, Temple Terrace, FL 33637 (“**Manager**,” and together with the District, “**Parties**”).

RECITALS

WHEREAS, the District is a local unit of special-purpose government established pursuant Chapter 190, *Florida Statutes* (“**Act**”); and

WHEREAS, pursuant to the Act, the District is authorized to finance, fund, plan, establish, acquire, construct or reconstruct, enlarge and extend, equip, operate, and maintain systems, facilities and infrastructure in conjunction with the development of lands within the District; and

WHEREAS, the District presently owns and is continuing to construct and/or acquire various systems, facilities and public infrastructure (“**Improvements**”) located within the District; and

WHEREAS, the District operates and maintains the Improvements and desires to retain an independent contractor to provide professional field operations management services to oversee maintenance of the Improvements; and

WHEREAS, for ease of administration, potential cost savings to property owners and residents, and the benefits of on-site inspection, operation and maintenance personnel, the District desires to contract with the Manager to manage the operation and maintenance of the Improvements.

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

SECTION 1. RECITALS. The recitals so stated are true and correct and by this reference are incorporated into and form a material part of this Agreement.

SECTION 2. MANAGER’S OBLIGATION.

A. Specific Duties. Manager shall perform the specific duties described on the

document attached hereto as **Exhibit A** and incorporated herein by reference which may be amended from time to time pursuant to the terms set forth herein.

- B.** *General Duties.* Manager shall be responsible for the management and oversight of District vendors for the Improvements in an efficient, lawful and satisfactory manner and in accordance with the District's bond covenants relating to such maintenance under the District's direction. Except as provided in Paragraph 8 of **Exhibit A** attached hereto, Manager shall not have authority to execute contracts and/or change orders on behalf of the District but shall make recommendations for vendors and services to the District. Manager is responsible for the overall supervision of service contractors and maintenance staff, as well as arranging for certain repair and maintenance work. Manager shall report directly to the District Manager and the Board of Supervisors of the District. Manager shall attend monthly board of supervisor meetings when requested by the District Manager or Board of Supervisors.
- C.** *Inspection.* Manager shall conduct two inspections of all District Improvements and property per month and report any irregularities to the District Manager, or his designated representative, and shall correct any irregularities in accordance with the terms of this Agreement. Additional site visits may be subject to additional charges.
- D.** *Investigation and Report of Accidents/Claims.* Manager shall promptly notify the District Manager as to all accidents or claims for damage relating to the management of the District and maintenance and operation of District Improvements. Such report shall at a minimum include a description of any damage or destruction to District Improvements. Manager shall cooperate and make any and all reports required by any insurance company or the District in connection with any accident or claim. Manager shall not file any claims with the District's insurance company without the prior consent of the District Manager or his designee.
- E.** *Compliance with Government Rules, Regulations, Requirements and Orders.* Manager shall take such action as is necessary to comply promptly with any and all orders or requirements affecting District Improvements placed thereon by any governmental authority having jurisdiction. Manager shall immediately notify the District Manager and District Counsel in writing of all such orders or requirements. At the request of the District, Manager shall prepare for execution and filing by the District any forms, reports or returns which may be required by law in connection with the ownership, maintenance and operation of the District Improvements.
- F.** *Adherence to District Rules, Regulations and Policies.* To the extent they apply to Manager's performance herein, Manager's personnel shall be familiar with any and all District policies and procedures and shall ensure that all persons using District Property are informed with respect to the rules, regulations and notices as

may be promulgated by the District from time to time and ensure that said persons conform therewith. Manager may adopt such policies and procedures as it deems necessary to the fulfillment of its obligations under this Agreement provided that copies of such policies and procedures shall be provided to the District. Manager assures the District that all third parties will be dealt with at arm's length, and that the District's interest will be best served at all times.

- G. *Care of the Property.* Manager shall use all due care to protect the property and Improvements of the District, its residents and landowners from damage by Manager, its employees or contractors.

SECTION 3. COMPENSATION. The District shall pay the Manager **Three Thousand, Six Hundred Sixty-Six Dollars and No/100 Cents (\$3,366.00)** per month, as set forth in **Exhibit A** for the provision of field operations management services pursuant to the terms of this Agreement. Payment shall be in accordance with Florida's Local Government Prompt Payment Act, as set forth in Sections 218.70 *et seq.* of the *Florida Statutes*. Any increase in price or change in scope of services must be approved in writing, executed by both Parties, prior to implementation of same; any change in price with such executed, written agreement shall be null and void.

SECTION 4. TERM.

- A. The term of this Agreement shall commence as of the date first written above and shall terminate on September 30, 2025, unless otherwise terminated in accordance with this Agreement. Thereafter, this Agreement shall be automatically renewed for additional one (1) year periods unless either party provides at least thirty (30) days' written notice of its intent to not renew the Agreement or otherwise terminates this Agreement pursuant to its terms.
- B. Notwithstanding the foregoing, the Manager and the District shall both have the right to terminate this Agreement upon sixty (60) days' written notice without cause. In the event of any termination, the Manager and the District shall use commercially reasonable efforts to cooperate with one another to provide a smooth and orderly transition of responsibilities between the Parties. Any termination of this Agreement shall not release District from its obligation to pay Manager the compensation and reimbursable expenses due for work performed prior to termination, subject to any offsets the District may have for poor performance, damage or other breach of the Agreement.

SECTION 5. INSURANCE. The Manager shall maintain, at its own expense throughout the term of this Agreement, insurance coverage from a reputable insurance carrier, licensed to conduct business in the State of Florida. The Manager shall provide the District a copy of the insurance policy, and any endorsements, prior to the commencement of the services contemplated under this Agreement. District shall also receive thirty (30) days' notice of cancellation of any such insurance policy. Policies shall have the minimum levels of insurance as set forth in this Section 5 or at **Exhibit B**, whichever is greater:

Workers Compensation

Statutory

General Liability (including Independent Contractors Coverage for bodily injury and property damage in connection with any subcontractors' operation, if any.)

Bodily Injury (including contractual) \$1,000,000

Property Damage (including contractual) \$1,000,000

General Aggregate \$2,000,000

Automobile Liability (if applicable)

Bodily Injury and Property Damage \$1,000,000

Umbrella Liability

\$5,000,000

Insurance obtained by Manager shall be primary and noncontributory with respect to insurance outlined above. All such policies shall be issued by insurance companies licensed to do business in the state of Florida. The District, its Board of Supervisors, officers, staff, employees, representatives, agents and trustees, shall be listed as additional insureds on each such policy, and no policy may be canceled during the term of this Agreement without at least thirty (30) days' written notice to the District. An insurance certificate evidencing compliance with this paragraph shall be sent to the District prior to the commencement of any performance under this Agreement. No policy may be canceled during the term of this Agreement.

SECTION 6. INDEMNITY. Manager agrees to defend, indemnify, and hold harmless the District and its officers, supervisors, professional staff, agents, and employees from any and all liability, claims, actions, suits, liens, demands, costs, interest, expenses, damages, penalties, fines, judgments against the District, or loss or damage, whether monetary or otherwise, arising out of, wholly or in part by, or in connection with the services to be performed by Manager, its subcontractors, its employees and agents in connection with this Agreement, including litigation, mediation, arbitration, appellate, or settlement proceedings with respect thereto. Manager shall indemnify the District for any and all percentage of fault attributable to Manager for claims against the District, regardless whether the District is adjudged to be more or less than 50% at fault. Manager further agrees that nothing herein shall constitute or be construed as a waiver of the District's limitations on liability contained in section 768.28, *Florida Statutes*, or other statute. Obligations under this section shall include the payment of all settlements, judgments, damages, liquidated damages, penalties, forfeitures, back pay awards, court costs, arbitration and/or mediation costs, litigation expenses, attorneys' fees, paralegal fees (incurred in court, out of court, on appeal, or in bankruptcy proceedings), any interest, expenses, damages, penalties, fines, or judgments against the District. The indemnity obligations in this Agreement shall survive expiration or earlier termination of this Agreement.

SECTION 7. RECOVERY OF COSTS AND FEES. In the event either the District or the Manager are required to enforce this Agreement or any provision hereof by court proceedings or otherwise then, if prevailing, the District or the Manager, as applicable, shall be entitled to recover from the other all fees and costs incurred, including but not limited to reasonable attorneys' fees, paralegal fees and expert witness fees and costs incurred prior to or during any litigation or other dispute resolution and including fees incurred in appellate proceedings.

SECTION 8. LIMITATIONS ON GOVERNMENTAL LIABILITY. Nothing in this Agreement shall be deemed as a waiver of immunity or limits of liability of the District beyond any statutory limited waiver of immunity or limits of liability which may have been adopted by the Florida Legislature in Section 768.28, *Florida Statutes*, or other statute, and nothing in this Agreement shall inure to the benefit of any third party for the purpose of allowing any claim which would otherwise be barred under the Doctrine of Sovereign Immunity or by operation of law.

SECTION 9. ASSIGNMENT. Neither party may assign this Agreement without the prior written approval of the other.

SECTION 10. INDEPENDENT CONTRACTOR STATUS. In all matters relating to this Agreement, the Manager shall be acting as an independent contractor. Neither the Manager nor employees of the Manager, if there are any, are employees of the District under the meaning or application of any Federal or State Unemployment or Insurance Laws or Old Age Laws or otherwise. The Manager agrees to assume all liabilities or obligations imposed by any one or more of such laws with respect to employees of the Manager, if there are any, in the performance of this Agreement. The Manager shall not have any authority to assume or create any obligation, express or implied, on behalf of the District and the Manager shall have no authority to represent the District as an agent, employee, or in any other capacity, unless otherwise set forth in this Agreement.

SECTION 11. HEADINGS FOR CONVENIENCE ONLY. The descriptive headings in this Agreement are for convenience only and shall neither control nor affect the meaning or construction of any of the provisions of this Agreement.

SECTION 12. AGREEMENT. This instrument shall constitute the final and complete expression of this Agreement between the District and the Manager relating to the subject matter of this Agreement.

SECTION 13. AMENDMENTS. Amendments to and waivers of the provisions contained in this Agreement may be made only by an instrument in writing which is executed by both the District and the Manager.

SECTION 14. AUTHORIZATION. The execution of this Agreement has been duly authorized by the appropriate body or official of the District and the Manager, both the District and the Manager have complied with all the requirements of law in order to effectuate the terms of this Agreement, and both the District and the Manager have full power and authority to comply with the terms and provisions of this instrument.

SECTION 15. NOTICES. All notices, requests, consents and other communications under this Agreement (“Notices”) shall be in writing and shall be delivered, mailed by First Class Mail, postage prepaid, or overnight delivery service, to the Parties, as follows:

A. If to Manager:	HOME ENCOUNTER HECM, LLC 12906 Tampa Oaks Blvd, Suite 100 Temple Terrace, FL 33637 Attn: Brad van Rooyen, President
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B. If to District:	Colbert Landings CDD
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c/o Wrathell, Hunt and Associates, LLC
2300 Glades Road, Suite 410W
Boca Raton, Florida 33431
Attn: District Manager

With a copy to:

Kilinski | Van Wyk PLLC
517 E College Avenue
Tallahassee, FL 32301
Attn: District Counsel

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

SECTION 16. THIRD-PARTY BENEFICIARIES. This Agreement is solely for the benefit of the District and the Manager, and no right or cause of action shall accrue upon or by reason, to or for the benefit of any third party not a formal party to this Agreement. Nothing in this Agreement expressed or implied is intended or shall be construed to confer upon any person or corporation other than the District and the Manager any right, remedy, or claim under or by reason of this Agreement or any of the provisions or conditions of this Agreement; and all of the provisions, representations, covenants, and conditions contained in this Agreement shall inure to the sole benefit of and shall be binding upon the District and the Manager and their respective representatives, successors, and assigns.

SECTION 17. CONTROLLING LAW; VENUE. This Agreement and the provisions contained in this Agreement shall be construed, interpreted, and controlled according to the laws of the State of Florida. Venue shall be in Flagler County, Florida.

SECTION 18. PUBLIC RECORDS. Manager understands and agrees that all documents of any kind provided to the District in connection with this Agreement may be public records, and, accordingly, Manager agrees to comply with all applicable provisions of Florida law in handling such records, including but not limited to Section 119.0701, Florida Statutes. Manager acknowledges that the designated public records custodian for the District is **Wrathell, Hunt and Associates, LLC** ("**Public Records Custodian**"). Among other requirements and to the extent applicable by law, the Manager shall: 1) keep and maintain public records required by the District to perform the service; 2) upon request by the Public Records Custodian, provide the District with the requested public records or allow the records to be inspected or copied within a reasonable time period at a cost that does not exceed the cost provided in Chapter 119, Florida Statutes; 3) ensure that public records which are exempt or confidential, and exempt from public records disclosure requirements, are not disclosed except as authorized by law for the duration of

the contract term and following the contract term if the Manager does not transfer the records to the Public Records Custodian of the District; and 4) upon completion of the contract, transfer to the District, at no cost, all public records in the Manager's possession or, alternatively, keep, maintain and meet all applicable requirements for retaining public records pursuant to Florida laws. When such public records are transferred by the Manager, the Manager shall destroy any duplicate public records that are exempt or confidential and exempt from public records disclosure requirements. All records stored electronically must be provided to the District in a format that is compatible with Microsoft Word or Adobe PDF formats.

IF THE MANAGER HAS QUESTIONS REGARDING THE APPLICATION OF CHAPTER 119, FLORIDA STATUTES, TO THE MANAGER'S DUTY TO PROVIDE PUBLIC RECORDS RELATING TO THIS CONTRACT, CONTACT THE CUSTODIAN OF PUBLIC RECORDS AT (877) 276-0889, GILLYARDD@WHHASSOCIATES.COM, OR 2300 GLADES ROAD, SUITE 410W, BOCA RATON, FLORIDA 33431.

SECTION 19. SEVERABILITY. The invalidity or unenforceability of any one or more provisions of this Agreement shall not affect the validity or enforceability of the remaining portions of this Agreement, or any part of this Agreement not held to be invalid or unenforceable.

SECTION 20. ARM'S LENGTH TRANSACTION. This Agreement has been negotiated fully between the District and the Manager as an arm's length transaction. The District and the Manager participated fully in the preparation of this Agreement with the assistance of their respective counsel. In the case of a dispute concerning the interpretation of any provision of this Agreement, the Parties are each deemed to have drafted, chosen, and selected the language, and any doubtful language will not be interpreted or construed against any party.

SECTION 21. COUNTERPARTS. This Agreement may be executed in any number of counterparts, each of which when executed and delivered shall be an original; however, all such counterparts together shall constitute, but one and the same instrument. Additionally, the Parties acknowledge and agree that the Agreement may be executed by electronic signature, which shall be considered as an original signature for all purposes and shall have the same force and effect as an original signature. Without limitation, "electronic signature" shall include faxed versions of an original signature, electronically scanned and transmitted versions (e.g. via PDF) of an original signature, or signatures created in a digital format.

SECTION 22. E-VERIFY. The Manager shall comply with and perform all applicable provisions of Section 448.095, *Florida Statutes*. Accordingly, to the extent required by Florida Statute, Manager shall register with and use the United States Department of Homeland Security's E-Verify system to verify the work authorization status of all newly hired employees. The District may terminate this Agreement immediately for cause if there is a good faith belief that the Manager has knowingly violated Section 448.091, *Florida Statutes*. By entering into this

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

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

**COLBERT LANDINGS COMMUNITY
DEVELOPMENT DISTRICT**

DocuSigned by:

Martha Schiffer

SB43CZ12430A422

Chairperson, Board of Supervisors

**HOME ENCOUNTER HECM, LLC, a
Florida limited liability company**

Brad van Rooyen

By: Brad van Rooyen

Its: President

- Exhibit A:** Scope of Services
Exhibit B: Insurance Certificate and Endorsements

EXHIBIT A

Scope of Services

Managerial Services – \$3,366.00 per month

1. Operate the improvements and property of the District, including the Improvements, according to the approved budget of the District and consistent with the direction of the Board of Supervisors, subject to proper funding being provided to the Agent to operate in accordance with the budget and governing documents, and according to industry best practices and professional standards.
2. Engage and supervise all persons and/or entities, as needed (which persons or entities may be engaged on a part-time or full-time basis), necessary to properly maintain and operate the Improvements and property in accordance with the District's policies, industry best practices and professional standards and Rules of Procedure.
3. Solicit and negotiate bids for purchases of services and materials to the District at the direction of the Board.
4. Review District vendor invoices, code invoices according to District Adopted Budget, and review and approve payables aging prepared by District Management prior to each check run.
5. Solicit, analyze and negotiate recurring contracts on behalf of the District, as needed, for recurring services reasonably necessary with respect to the operation, maintenance, upkeep, repair, replacement, and preservation of the Property.
6. Prepare, annually in respect of the next succeeding fiscal year, a proposed operating Budget for the District's field management services. The Budget shall be submitted to the District Manager and Board for comments/changes, and only becomes binding after approval by the Board. The Budget shall serve as a supporting document for the schedule of Assessments.
7. Perform routine inspections and make recommendations to the Board as to the maintenance of and Improvements as well as assist the District in the enforcement of the provisions Chapter 190 and rules/regulations relating to the Improvements, including bond covenants and best practices in field management and maintenance services.
8. Make or cause to be made, such repair work or normal maintenance to common elements as may be required for the operation and physical protection of the common elements not to exceed Five Hundred Dollars (\$500.00) for any one item. Emergency repairs exceeding Five Hundred Dollars (\$500.00) to avert danger to life, maintain safe operations or prevent an interruption of services may be made with the approval of the District Manager, District Board Chair, or in the absence of the District Manager and Board Chair, the Vice Chair. If no officer is available, the Agent is authorized to take such action as is needed to avert danger to life, maintain safe operations or prevent an interruption of services.
9. Agent may charge the fee for attendance of any additional District Board meetings beyond 12 District Board meetings held during weekdays/non - Holiday per fiscal year. Any meeting over 3 hours will be billed at \$100 per hour for the time over the three-hour limit. Lastly, any meeting requiring Agent participation that extends beyond 9pm will be billed at \$100 per hour. For example, if a meeting were to start at 7pm and close at 10pm, the time from 9 - 10pm will be billed at \$100 per hour.

EXHIBIT B
Insurance Certificate and Endorsements

COLBERT LANDINGS
COMMUNITY DEVELOPMENT DISTRICT

10

RESOLUTION 2024-06

**A RESOLUTION BY THE BOARD OF SUPERVISORS OF THE COLBERT LANDINGS
COMMUNITY DEVELOPMENT DISTRICT DESIGNATING THE LOCATION OF THE
LOCAL DISTRICT RECORDS OFFICE AND PROVIDING AN EFFECTIVE DATE.**

WHEREAS, the Colbert Landings Community Development District (the “District”) is a local unit of special-purpose government created and existing pursuant to Chapter 190, *Florida Statutes*, being situated entirely within the City of Palm Coast, Flagler County, Florida; and

WHEREAS, the District is statutorily required to designate a local district records office location for the purposes of affording citizens the ability to access the District’s records, promoting the disclosure of matters undertaken by the District, and ensuring that the public is informed of the activities of the District in accordance with Chapter 119 and Section 190.006(7), *Florida Statutes*; and

WHEREAS, District records are available for public review and inspection at the offices of

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

SECTION 1. The District’s local records office shall be located at:

SECTION 2. This Resolution shall take effect immediately upon adoption.

PASSED AND ADOPTED this 1st day of August, 2024.

ATTEST:

**COLBERT LANDINGS COMMUNITY
DEVELOPMENT DISTRICT**

Secretary/Assistant Secretary

Chair/Vice Chair, Board of Supervisors

COLBERT LANDINGS
COMMUNITY DEVELOPMENT DISTRICT

11

RESOLUTION 2024-15

A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE COLBERT LANDINGS COMMUNITY DEVELOPMENT DISTRICT CONFIRMING AUTHORIZATION TO PAY INVOICES FOR WORK PREVIOUSLY APPROVED; AUTHORIZING THE CHAIR OR VICE-CHAIR OF THE BOARD OF SUPERVISORS, THE DISTRICT MANAGER, AND ONSITE MANAGEMENT TEAM SO DESIGNATED BY THE DISTRICT MANAGER TO ENTER INTO TIME SENSITIVE AND EMERGENCY CONTRACTS AND DISBURSE FUNDS FOR PAYMENT OF CERTAIN EXPENSES WITHOUT PRIOR APPROVAL OF THE BOARD OF SUPERVISORS; PROVIDING FOR A MONETARY THRESHOLD; AND PROVIDING FOR THE REPEAL OF PRIOR SPENDING AUTHORIZATIONS; PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, the Colbert Landings Community Development District (the “**District**”) is a local unit of special-purpose government created and existing pursuant to Chapter 190, Florida Statutes;

WHEREAS, Section 190.011(5), Florida Statutes, authorizes the District to adopt resolutions which may be necessary for the conduct of District business;

WHEREAS, the Board of Supervisors of the District (the “**Board**”) typically meets on an as needed basis, and in no event more than monthly, to conduct the business of the District, including approval of proposals, authorizing the entering into of agreements or contracts, and authorizing the payment of District operating and maintenance expenses;

WHEREAS, the Board contracted with the District Manager to timely pay the District’s vendors and perform other management functions;

WHEREAS, the Board desires to confirm that the District Manager is authorized to pay invoices, regardless of the dollar amounts, for work previously approved by the Board and such payments do not need to be approved by the Board prior to payment;

WHEREAS, the Board recognizes that certain time sensitive or emergency issues may arise from time to time that require approval outside of regular monthly meetings;

WHEREAS, to conduct the business of the District in an efficient manner, recurring, non-recurring and other disbursements for goods and services must be processed and paid in a timely manner; and

WHEREAS, the Board has determined that it is in the best interests of the District, and is necessary for the efficient administration of District operations; the health, safety, and welfare of the residents within the District; and the preservation of District assets or facilities, to authorize limited spending authority to the Chair (or Vice-Chair if the Chair is unavailable) of the Board, the District Manager, and the onsite management team so designated by the District Manager (“Onsite Management Team”) between regular monthly meetings, for work and services that are time sensitive and/or emergency in nature.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD:

1. **Authorization to Pay Invoices for Work Previously Approved.** The District Manager is authorized to pay invoices, regardless of the dollar amounts, for work previously approved by the Board in accordance with such contracts and such payments do not need to be approved by the Board prior to payment nor do they need to be re-approved by the Board at a future meeting.
2. **Limited Spending Authorization.** The Board hereby authorizes the individuals stated below to exercise their judgment to enter into time sensitive and emergency contracts and disburse funds up to the amounts stated below, without prior Board approval for expenses (1) that are required to provide for the health, safety, and welfare of the residents within the District (2) for the maintenance, repair, or replacement of a District asset, or (3) to remedy an unforeseen disruption in services relating to the District's facilities or assets, and such disruption would result in significantly higher expenses unless the contract is entered into immediately.
 - a. The District Manager and Chair (or Vice-Chair if the Chair is unavailable) may jointly authorize such expenses up to \$15,000 per proposal/event.
 - b. The Onsite Management Team may individually authorize such expenses up to \$2,500 per proposal/event.
3. **Ratification of Spending Authorization at Future Meeting.** Any payment made or contract entered into pursuant to this Resolution shall be submitted to the Board at the next scheduled meeting for approval and ratification.
4. **Repeal of Prior Spending Authorizations.** All prior spending authorizations approved by resolution or motion of the Board are hereby repealed.
5. **Effective Date.** This Resolution shall become effective immediately upon its adoption.

Passed and adopted on August 1, 2024.

**Colbert Landings Community
Development District**

Chair of the Board of Supervisors

COLBERT LANDINGS
COMMUNITY DEVELOPMENT DISTRICT

UNAUDITED
FINANCIAL
STATEMENTS

**COLBERT LANDINGS
COMMUNITY DEVELOPMENT DISTRICT
FINANCIAL STATEMENTS
UNAUDITED
JUNE 30, 2024**

**COLBERT LANDINGS
COMMUNITY DEVELOPMENT DISTRICT
BALANCE SHEET
GOVERNMENTAL FUNDS
JUNE 30, 2024**

	General Fund	Debt Service Fund	Capital Projects Fund	Total Governmental Funds
ASSETS				
Cash	\$ 5,868	\$ -	\$ -	\$ 5,868
Investments				
Reserve - 2023A1	-	78,469	-	78,469
Reserve - 2023A2	-	71,366	-	71,366
Prepayment - 2023A3	-	1,872	-	1,872
Capitalized interest - 2023A1	-	65,227	-	65,227
Capitalized interest - 2023A2	-	60,636	-	60,636
Construction - 2023A1	-	-	1,774,607	1,774,607
Construction - 2023A2	-	-	1,648,994	1,648,994
Due from Landowner	5,648	-	840	6,488
Total assets	<u>\$ 11,516</u>	<u>\$277,570</u>	<u>\$3,424,441</u>	<u>\$ 3,713,527</u>
LIABILITIES AND FUND BALANCES				
Liabilities:				
Accounts payable	\$ 5,569	\$ -	\$ 840	\$ 6,409
Contracts payable	-	-	12,685	12,685
Landowner advance	6,000	-	-	6,000
Due to Landowner	-	-	840	840
Tax payable	31	-	-	31
Total liabilities	<u>11,600</u>	<u>-</u>	<u>14,365</u>	<u>25,965</u>
DEFERRED INFLOWS OF RESOURCES				
Deferred receipts	5,648	-	-	5,648
Total deferred inflows of resources	<u>5,648</u>	<u>-</u>	<u>-</u>	<u>5,648</u>
Fund balances:				
Restricted for:				
Debt service	-	277,570	-	277,570
Capital projects	-	-	3,410,076	3,410,076
Unassigned	(5,732)	-	-	(5,732)
Total fund balances	<u>(5,732)</u>	<u>277,570</u>	<u>3,410,076</u>	<u>3,681,914</u>
Total liabilities, deferred inflows of resources and fund balances	<u>\$ 11,516</u>	<u>\$277,570</u>	<u>\$3,424,441</u>	<u>\$ 3,713,527</u>

**COLBERT LANDINGS
COMMUNITY DEVELOPMENT DISTRICT
GENERAL FUND
STATEMENT OF REVENUES, EXPENDITURES,
AND CHANGES IN FUND BALANCES
FOR THE PERIOD ENDED JUNE 30, 2024**

	Current Month	Year to Date	Budget	% of Budget
REVENUES				
Landowner contribution	\$ -	\$ 50,831	\$ 616,332	8%
Total revenues	-	50,831	616,332	8%
EXPENDITURES				
Professional & administrative				
Supervisors	-	1,292	2,400	54%
Management/accounting/recording	4,000	34,000	48,000	71%
Legal	1,344	11,728	25,000	47%
Engineering	-	-	2,000	0%
Audit	-	-	7,100	0%
Arbitrage rebate calculation*	-	-	1,000	0%
Dissemination agent*	167	1,333	2,000	67%
Trustee*	-	-	5,500	0%
Telephone	16	150	200	75%
Postage	-	109	500	22%
Printing & binding	42	375	500	75%
Legal advertising	-	982	1,750	56%
Annual special district fee	-	175	175	100%
Insurance	-	5,000	6,050	83%
Contingencies/bank charges	84	454	750	61%
Website hosting & maintenance	-	1,680	705	238%
Website ADA compliance	-	210	210	100%
Total professional & administrative	5,653	57,488	103,840	55%

**COLBERT LANDINGS
COMMUNITY DEVELOPMENT DISTRICT
GENERAL FUND
STATEMENT OF REVENUES, EXPENDITURES,
AND CHANGES IN FUND BALANCES
FOR THE PERIOD ENDED JUNE 30, 2024**

	Current Month	Year to Date	Budget	% of Budget
Field operations				
Landscape maintenance	-	-	180,000	0%
Landscape replacement	-	-	5,000	0%
Irrigation repairs	-	-	3,500	0%
Pond maintenance	-	-	20,000	0%
Wetland monitoring	-	-	10,000	0%
Nuisance exotic plant removal	-	-	2,500	0%
Walking trails	-	-	2,500	0%
Dog stations	-	-	3,000	0%
Lift station	-	-	10,000	0%
Pressuer washing	-	-	7,500	0%
Misc. repairs & replacements	-	-	10,000	0%
Holiday lights	-	-	5,000	0%
Amenities				
Operatoins management	-	-	40,392	0%
Pool maintenance	-	-	12,000	0%
Repairs & maintenance	-	-	3,500	0%
Court maintenance	-	-	1,500	0%
Tot lot maintenance	-	-	1,500	0%
Janitorial	-	-	9,600	0%
Access control/monitoring	-	-	14,500	0%
Potable water	-	-	1,500	0%
Electricity - amenity	-	-	5,000	0%
Internet	-	-	2,000	0%
Insurance - property	-	-	25,000	0%
Utilities				
Electricity - common	-	-	12,000	0%
Water - reclaimed	-	-	75,000	0%
Streetlights	-	-	50,000	0%
Total field operations	-	-	512,492	0%
Total expenditures	5,653	57,488	616,332	9%
Excess/(deficiency) of revenues over/(under) expenditures	(5,653)	(6,657)	-	
Fund balances - beginning	(79)	925	-	
Fund balances - ending	\$ (5,732)	\$ (5,732)		

*These items will be realized when bonds are issued

**COLBERT LANDINGS
COMMUNITY DEVELOPMENT DISTRICT
STATEMENT OF REVENUES, EXPENDITURES,
AND CHANGES IN FUND BALANCES
DEBT SERVICE FUND 2023A-1 & 2023A-2
FOR THE PERIOD ENDED JUNE 30, 2024**

	Current Month	Year To Date	Budget	% of Budget
REVENUES				
Interest	1,189	9,810	-	N/A
Total revenues	1,189	9,810	-	N/A
EXPENDITURES				
Debt service				
Cost of issuance	-	185,080	194,830	95%
Interest	-	106,318	106,318	100%
Underwriter's discount	-	79,500	79,500	100%
Total expenditures	-	370,898	380,648	97%
Excess/(deficiency) of revenues over/(under) expenditures	1,189	(361,088)	(380,648)	
OTHER FINANCING SOURCES/(USES)				
Bond proceeds	-	648,837	648,837	100%
Transfer in	-	12,685	-	N/A
Transfer out	(4,694)	(10,179)	-	N/A
Total other financing sources	(4,694)	651,343	648,837	100%
Net change in fund balances	(3,505)	290,255	268,189	
Fund balances - beginning	281,075	(12,685)	-	
Fund balances - ending	<u>\$277,570</u>	<u>\$ 277,570</u>	<u>\$268,189</u>	

**COLBERT LANDINGS
COMMUNITY DEVELOPMENT DISTRICT
STATEMENT OF REVENUES, EXPENDITURES,
AND CHANGES IN FUND BALANCES
CAPITAL PROJECTS FUND
FOR THE PERIOD ENDED JUNE 30, 2024**

	Current Month	Year To Date
REVENUES		
Interest	\$ 14,198	\$ 87,259
Total revenues	<u>14,198</u>	<u>87,259</u>
EXPENDITURES		
Construction costs	-	840
Total expenditures	<u>-</u>	<u>840</u>
Excess/(deficiency) of revenues over/(under) expenditures	14,198	86,419
OTHER FINANCING SOURCES/(USES)		
Bond proceeds	-	3,326,163
Transfer in	4,694	10,179
Transfer out	-	(12,685)
Total other financing sources/(uses)	<u>4,694</u>	<u>3,323,657</u>
Net change in fund balances	18,892	3,410,076
Fund balances - beginning	<u>3,391,184</u>	<u>-</u>
Fund balances - ending	<u><u>\$ 3,410,076</u></u>	<u><u>\$ 3,410,076</u></u>

COLBERT LANDINGS
COMMUNITY DEVELOPMENT DISTRICT

MINUTES

DRAFT

**MINUTES OF MEETING
COLBERT LANDINGS COMMUNITY DEVELOPMENT DISTRICT**

The Board of Supervisors of the Colbert Landings Community Development District held a Regular Meeting on May 2, 2024 at 12:30 p.m., at the Flagler County Government Services Building, 1769 E. Moody Blvd., Bldg. 2, 1st Floor Conference Room, Bunnell, Florida 32110.

Present at the meeting were:

Martha Schiffer	Chair
Michael Owens	Vice Chair
Rose Bock	Assistant Secretary
Megan Germino	Assistant Secretary

Also present:

Daniel Rom	District Manager
Kristen Thomas	Wrathell, Hunt and Associates, LLC
Jennifer Kilinski (via telephone)	District Counsel
Mike Whelan	District Engineer
Cecil Camacho	Taylor Morrison

FIRST ORDER OF BUSINESS

Call to Order/Roll Call

Mr. Rom called the meeting to order at 12:36 p.m. Supervisors Schiffer, Owens, Bock and Germino were present. Supervisor-Elect Trahan was absent.

SECOND ORDER OF BUSINESS

Public Comments

No members of the public spoke.

THIRD ORDER OF BUSINESS

**Acceptance of Christopher Trahan Notice
of Intent to Decline Appointment to Seat 3;
Term Expires November 2026**

Mr. Rom presented Mr. Christopher Trahan's email declining appointment to Seat 3.

**On MOTION by Ms. Schiffer and seconded by Ms. Germino, with all in favor,
Mr. Christopher Trahan's declination of appointment to Seat 3, was accepted.**

FOURTH ORDER OF BUSINESS

Consider Appointment of Cecil Camacho to
Fill Unexpired Term of Seat 3

Ms. Schiffer nominated Cecil Camacho to fill Seat 3. No other nominations were made.

**On MOTION by Ms. Schiffer and seconded by Ms. Germino, with all in favor,
the appointment of Mr. Cecil Camacho to fill Seat 3, was approved.**

- **Administration of Oath of Office (the following will also be provided in a separate package)**

Mr. Rom, a Notary of the State of Florida and duly authorized, administered the Oath of Office to Mr. Cecil Camacho. Mr. Camacho is familiar with the following items:

A. Required Ethics Training and Disclosure Filing

- **Sample Form 1 2023/Instructions**

Mr. Rom stated that the Board Members should expect an email to register with the Commission on Ethics (COE); Form 1 must be filed electronically with the COE by the July 1, 2024 deadline. Board Members must complete four hours of ethics training by the December 31, 2024 deadline; completion of the requirement will be noted when filing Form 1 in 2025. The Form 1 due July 1, 2024, is for 2023; thus, it will not acknowledge the ethics training.

B. Membership, Obligation and Responsibilities**C. Guide to Sunshine Amendment and Cost of Ethics for Public Officers and Employees****D. Form 8B: Memorandum of Voting Conflict for County, Municipal and other Local Publics Officers**

FIFTH ORDER OF BUSINESS

Consideration of Resolution 2024-11,
Electing and Removing Officers of the
District and Providing for an Effective Date

Ms. Schiffer nominated the following slate:

Martha Schiffer	Chair
Miachel Owens	Vice Chair
Megan Germino	Assistant Secretary
Rose Bock	Assistant Secretary
Cecil Camacho	Assistant Secretary

No other nominations were made.

This Resolution removes Christopher Trahan from the Board.

The following prior appointments by the Board remain unaffected by this Resolution:

Craig Wrathell	Secretary
Daniel Rom	Assistant Secretary
Craig Wrathell	Treasurer
Jeffrey Pinder	Assistant Treasurer

On MOTION by Ms. Schiffer and seconded by Ms. Germino, with all in favor, Resolution 2024-11, Electing, as nominated, and Removing Officers of the District and Providing for an Effective Date, was adopted.

SIXTH ORDER OF BUSINESS

Consideration of Resolution 2024-04, Approving a Proposed Budget for Fiscal Year 2025 and Setting a Public Hearing Thereon Pursuant to Florida Law; Addressing Transmittal, Posting and Publication Requirements; Addressing Severability; and Providing an Effective Date

Mr. Rom presented Resolution 2024-04. He distributed and presented a revised version of the proposed Fiscal Year 2025 budget. He reviewed options to keep revenues as Landowner contributions, with expenses funded as they are incurred or to bill the assessments off roll, which involves collecting the entire budget assessment amounts in advance.

Discussion ensued regarding the landscaping budget and confirmation of whether the CDD is receiving reclaimed water and, if not, renaming the budget line item to "Water-irrigation". Additional discussion included street light ownership and emailing estoppel letter requests to estoppels@whhassociates.com.

The following changes will be made to the proposed Fiscal Year 2025 budget:

Page 2, "Water-reclaimed" line item: Change "Water-reclaimed" to "Water-Irrigation" upon confirmation from Ms. Schiffer.

Page 2, "Streetlights" line item: Change "\$62,000" to "\$72,000"

Page 10, "Fiscal Year 2024 Total Assessment per Unit": Change "2024 to "2025", insert figures in the last column and add additional column outlining revenue collections.

It was noted that the General Fund Operations & Maintenance (O&M) assessments will be Landowner contribution and the Debt Service Fund assessments will be off roll, direct billed.

On MOTION by Ms. Schiffer and seconded by Ms. Germino, with all in favor, Resolution 2024-04, Approving a Proposed Budget for Fiscal Year 2025, as amended, and Setting a Public Hearing Thereon Pursuant to Florida Law on August 1, 2024 at 12:30 p.m., at the Flagler County Government Services Building, 1769 E. Moody Blvd., Bldg. 2, 1st Floor Conference Room, Bunnell, Florida 32110; Addressing Transmittal, Posting and Publication Requirements; Addressing Severability; and Providing an Effective Date, was adopted.

SEVENTH ORDER OF BUSINESS

Consideration of Resolution 2024-10, Declaring Special Assessments to Fund the Proposed Budget(s) Pursuant to Chapters 170, 190 and 197; Florida Statutes; Setting Public Hearings; Addressing Publication; Addressing Severability; and Providing an Effective Date

On MOTION by Mr. Schiffer and seconded by Ms. Germino, with all in favor, Resolution 2024-10, Declaring Special Assessments to Fund the Proposed Budget(s) Pursuant to Chapters 170, 190 and 197; Florida Statutes; Setting Public Hearings on August 1, 2024 at 12:30 p.m., at the Flagler County Government Services Building, 1769 E. Moody Blvd., Bldg. 2, 1st Floor Conference Room, Bunnell, Florida 32110; Addressing Publication; Addressing Severability; and Providing an Effective Date, was adopted.

EIGHTH ORDER OF BUSINESS

Consideration of Resolution 2024-05, Designating Dates, Times and Locations for Regular Meetings of the Board of Supervisors of the District for Fiscal Year 2024/2025 and Providing for an Effective Date

The following change was made to the Fiscal Year 2025 Meeting Schedule:

DATE: Insert "January 2, 2024"

On MOTION by Ms. Schiffer and seconded by Ms. Germino, with all in favor, Resolution 2024-05, Designating Dates, Times and Locations for Regular Meetings of the Board of Supervisors of the District for Fiscal Year 2024/2025, as amended, and Providing for an Effective Date, was adopted.

NINTH ORDER OF BUSINESS

**Consideration of Resolution 2024-06,
Designating the Location of the Local
District Records Office and Providing an
Effective Date**

This item is tabled until the Clubhouse is built.

TENTH ORDER OF BUSINESS

**Consideration of Resolution 2024-07,
Extending the Terms of Office of All
Current Supervisors to Coincide with the
General Election Pursuant to Section
190.006, Florida Statutes; Providing for
Severability; and Providing an Effective
Date**

Mr. Rom presented Resolution 2024-07, which extends the terms of office for all Supervisors one year to coincide with the General Election cycle. Seats 3, 4 and 5, currently held by Mr. Camacho, Ms. Germino and Ms. Bock, respectively, will be extended to coincide with the November 2026 General Election. Seats 1 and 2, currently held by Mr. Owens and Schiffer, respectively, will be extended to coincide with the November 2028 General Election.

The following change was made to Resolution 2024-07:

Section 1, Seat #3: Change "Christopher Trahan" to "Cecil Camacho"

**On MOTION by Ms. Schiffer and seconded by Ms. Germino, with all in favor,
Resolution 2024-07, as amended, Extending the Terms of Office of All Current
Supervisors to Coincide with the General Election Pursuant to Section 190.006,
Florida Statutes; Providing for Severability; and Providing an Effective Date,
was adopted.**

ELEVENTH ORDER OF BUSINESS

**Consideration of Resolution 2024-08,
Ratifying, Confirming, and Approving the
Actions of the Chairman, Vice Chairman,
Secretary, Assistant Securities, and All
District Staff Regarding the Sale and
Closing of the Colbert Landings Community
Development District Special Assessment
Revenue Bonds, Series 2023-1 And Series
2023-02; Providing A Severability Clause;
and Providing an Effective Date**

On MOTION by Ms. Schiffer and seconded by Ms. Germino, with all in favor, Resolution 2024-08, Ratifying, Confirming, and Approving the Actions of the Chairman, Vice Chairman, Secretary, Assistant Securities, and All District Staff Regarding the Sale and Closing of the Colbert Landings Community Development District Special Assessment Revenue Bonds, Series 2023-1 And Series 2023-02; Providing A Severability Clause; and Providing an Effective Date, was adopted.

TWELFTH ORDER OF BUSINESS

Consideration of Resolution 2024-03, Designating the Primary Administrative Office and Principal Headquarters of the District and Providing an Effective Date

On MOTION by Ms. Schiffer and seconded by Ms. Germino, with all in favor, Resolution 2024-03, Designating the Wrathell, Hunt and Associates, LLC, 2300 Glades Road, Suite 410W, Boca Raton, Florida 33431 as the Primary Administrative Office and a location in Flagler County, Florida as the Principal Headquarters of the District and Providing an Effective Date, was adopted.

THIRTEENTH ORDER OF BUSINESS

Ratification of Envera Services Agreement

Mr. Rom suggested declining the executed Agreement with Envera Services and instead using the CDD's standard form of Agreement, prepared by District Counsel. Ms. Kilinski recommended executing the standard form of Agreement that was negotiated with Envera's Counsel about six years ago, which entails how the CDD's standard operating procedures work regarding the termination terms and public records requests. She will email a PDF Agreement to Ms. Schiffer to execute, which will be an Exhibit to the contract.

On MOTION by Ms. Schiffer and seconded by Mr. Camacho, with all in favor, declining the Envera Services executed Agreement and authorizing Staff, the Chair or Vice Chair to execute the CDD's standard form of Agreement with Envera, was approved.

FOURTEENTH ORDER OF BUSINESS

Acceptance of Unaudited Financial Statements as of March 31, 2024

On MOTION by Ms. Schiffer and seconded by Ms. Germino, with all in favor, the Unaudited Financial Statements as of March 31, 2024, were accepted.

FIFTEENTH ORDER OF BUSINESS

Approval of November 2, 2023 Regular Meeting Minutes

On MOTION by Ms. Schiffer and seconded by Ms. Germino, with all in favor, the November 2, 2023 Regular Meeting Minutes, as presented, were approved.

SIXTEENTH ORDER OF BUSINESS

Staff Reports

A. District Counsel: Kilinski|Van Wyk, PLLC

There was no report.

B. District Engineer (Interim): Gulfstream Design Group, LLC.

Mr. Whelan stated that comments about the shop drawings are being addressed, review of the pay applications for the contractor was completed and work on the project completion package is underway.

Mr. Rom stated that there were no responses to the Request for Qualifications (RFQ) for Engineering Services. Mr. Whelan stated that Gulfstream submitted its package on May 1, 2024. This will be on the next agenda.

C. District Manager: Wrathell, Hunt and Associates, LLC

- NEXT MEETING DATE: June 6, 2024 at 12:30 PM

The June and July meetings will likely be cancelled; if so, the next meeting will be on August 1, 2024.

SEVENTEENTH ORDER OF BUSINESS

Board Members' Comments/Requests

There were no Board Members' comments or requests.

EIGHTEENTH ORDER OF BUSINESS

Public Comments

No members of the public spoke.

NINETEENTH ORDER OF BUSINESS

Adjournment

On MOTION by Mr. Camacho and seconded by Ms. Bock, with all in favor, the meeting adjourned at 1:08 p.m.

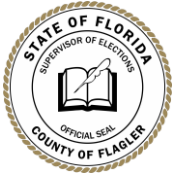
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Secretary/Assistant Secretary

Chair/Vice Chair

COLBERT LANDINGS
COMMUNITY DEVELOPMENT DISTRICT

STAFF
REPORTS



Kaiti Lenhart ★ FLAGLER COUNTY SUPERVISOR OF ELECTIONS

1769 E. Moody Boulevard, Building 2, Suite 101 ★ PO Box 901 ★ Bunnell, Florida 32110-0901
Phone (386) 313-4170 ★ Fax (386) 313-4171 ★ www.FlaglerElections.gov

April 15, 2024

Daphne Gillyard
Wrathell, Hunt and Associates, LLC
2300 Glades Road, Suite 410W
Boca Raton, Florida 33431

RE: CDD Registered Voters

Dear Daphne Gillyard:

Per your request, in accordance with the requirements of Florida Statute 190.006(3)(a)(2)(d), the total number of registered voters for the following Community Development District as of April 15, 2024 is:

Colbert Landings Community Development District: **0**
Palm Coast 145 Community Development District: **0**
Hunter's Ridge Community Development District No. 1: **429**
Ormond Station Community Development District No. 1: **0**

According to Florida Statute 190.006 (3)(b) you will need to publish the qualifying period for candidates to run for Hunter's Ridge No 1 CDD Seat 3 and 4:

Elections of board members by qualified electors held pursuant to this subsection shall be nonpartisan and shall be conducted in the manner prescribed by law for holding general elections. The district shall publish a notice of the qualifying period set by the supervisor of elections for each election at least 2 weeks prior to the start of the qualifying period.

Candidate Qualifying for the 2024 Election will be from Noon, June 10, 2024, through Noon, June 14, 2024. Any qualified elector of the district can file paperwork starting May 28, 2024. Interested individuals can contact the Flagler County Elections Office to get the necessary paperwork for filing to run for office.

If you have any questions or require any further assistance, please contact this office.

Thank you,

Kaiti Lenhart
Supervisor of Elections

COLBERT LANDINGS COMMUNITY DEVELOPMENT DISTRICT		
BOARD OF SUPERVISORS FISCAL YEAR 2023/2024 MEETING SCHEDULE		
LOCATION		
<i>Flagler County Government Services Building 1769 E. Moody Blvd., Bldg. 2, 1st Floor Conference Room, Bunnell, Florida 32110</i>		
DATE	POTENTIAL DISCUSSION/FOCUS	TIME
October 5, 2023 CANCELED	Regular Meeting	12:30 PM
November 2, 2023	Regular Meeting	12:30 PM
December 7, 2023 CANCELED	Regular Meeting	12:30 PM
January 4, 2024 CANCELED	Regular Meeting	12:30 PM
February 1, 2024 CANCELED	Regular Meeting	12:30 PM
March 7, 2024 CANCELED	Regular Meeting	12:30 PM
April 4, 2024 CANCELED	Regular Meeting	12:30 PM
May 2, 2024	Regular Meeting	12:30 PM
June 6, 2024 CANCELED	Regular Meeting	12:30 PM
July 4, 2024 CANCELED	Regular Meeting	12:30 PM
August 1, 2024	Public Hearings & Regular Meeting	12:30 PM
September 5, 2024	Regular Meeting	12:30 PM