

*Waterlin
Stewardship District*

Meeting Agenda

December 3, 2025

AGENDA

Waterlin

Stewardship District

219 East Livingston Street, Orlando, Florida 32801

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

November 26, 2025

**Board of Supervisors
Waterlin
Stewardship District**

Dear Board Members:

The regular meeting of the Board of Supervisors of **Waterlin Stewardship District** will be held on **Wednesday, December 3, 2025 at 3:00 PM, or shortly thereafter as reasonably possible, at 3850 Canoe Creek Road, Saint Cloud, FL.** Following is the advance agenda for the meeting:

1. Roll Call
2. Public Comment Period
3. Approval of Minutes of the November 5, 2025 Meeting
4. Review of Proposals for Professional Engineering Services and Selection of Firm
5. Public Hearings
 - A. Rules of Procedure
 - i. Consideration of Resolution 2026-03 Adopting the District's Rules of Procedure
 - B. Uniform Method of Collection
 - i. Consideration of Resolution 2026-04 Expressing the District's Intent to Utilize the Uniform Method of Collection
 - C. FY2025 & FY2026 Proposed Budgets
 - i. Consideration of Resolution 2026-05 Adopting the Fiscal Year 2025 Budget and Relating to the Annual Appropriations
 - ii. Consideration of Resolution 2026-06 Adopting the Fiscal Year 2026 Budget and Relating to the Annual Appropriations
6. Staff Reports
 - A. Attorney
 - B. Engineer
 - C. District Manager's Report
7. Other Business
8. Supervisor's Requests
9. Adjournment

Merger Hearing - 3:45 PM

4695 Fanny Bass Road, Saint Cloud, FL 34772

1. Roll Call
2. Public Comment Period
3. Public Hearing
 - A. Consideration of Resolution 2026-07 Confirming Intent to Merge with the GIR East CDD
4. Adjournment

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

Sincerely,

George S. Flint

George S. Flint
District Manager

Cc: Alyssa Willson, District Counsel
Strickland Smith, Interim District Engineer

Enclosures

MINUTES

MINUTES OF MEETING
WATERLIN
STEWARDSHIP DISTRICT

The regular meeting of the Board of Supervisors of the Waterlin Stewardship District was held Wednesday, November 5, 2025, at 3:00 p.m. at the Offices of Gentry Land Company, 3850 Canoe Creek Road, St. Cloud, Florida.

Present and constituting a quorum were:

Mike Liquori	Chairman
Chancy Summers	Vice Chairman
David Hulme	Assistant Secretary

Also present were:

George Flint	District Manage
Alyssa Willson <i>by phone</i>	District Counsel
Strickland Smith <i>by phone</i>	District Engineer

FIRST ORDER OF BUSINESS

Roll Call

Mr. Flint called the meeting to order and called the roll. Three Board members were present constituting a quorum.

SECOND ORDER OF BUSINESS

Public Comment Period

Mr. Flint noted there were no members of the public present other than Board and staff to provide public comment.

THIRD ORDER OF BUSINESS

Approval of Minutes of the September 11, 2025 Meeting and Acceptance of Minutes of the September 11, 2025 Landowners' Meeting

Mr. Flint presented the minutes of the September 11, 2025 Board of Supervisors meeting and the September 11, 2025 Landowners' meeting. He asked for any comments, corrections, or changes to the minutes. Mr. Liquori stated that there was a typo under roll call. Mr. Flint noted that they will correct that and update the minutes, he asked for a motion to approve the minutes as amended.

On MOTION by Mr. Liquori, seconded by Mr. Hulme, with all in favor, Approving the Minutes of the September 11, 2025 Meeting and Accepting the Minutes of the September 11, 2025 Landowners' Meeting, were approved as amended.

FOURTH ORDER OF BUSINESS

Consideration of Resolution 2026-01 Approving Merger Agreement with the GIR East CDD, Authorizing Further Actions as Are Necessary for Merger Process and Setting a Public Hearing

A. Merger Agreement

Ms. Rigoni stated that they received a request from the GIR East CDD to merge with the Waterlin Stewardship District. She noted that approval of this resolution was the first step in the merger process. Mr. Flint suggested that they set the public hearing for December 3, 2025 meeting at 3:45 p.m. at 4695 Fanny Bass Road, St. Cloud, Florida.

On MOTION by Mr. Liquori, seconded by Mr. Hulme, with all in favor, Resolution 2026-01 Approving Merger Agreement with the GIR East CDD, Authorizing Further Actions as Are Necessary for Merger Process and Setting a Public Hearing for December 3, 2025 at 3:45 p.m., was approved.

FIFTH ORDER OF BUSINESS

Financing Matters

A. Consideration of Master Engineer's Report for Validation – *Under Separate Cover*

B. Consideration of Resolution 2026-02 Authorizing the Issuance of Bonds

Mr. Flint noted that there was a desire to continue the financing matters items and to add an item under this section for the Validation Report. You will have the Master Engineer's Report and a Validation Report that sizes the bonds for purposes of validation and then the resolution authorizing the issuance of bonds. We will continue this meeting to November 12, 2025 at 3:00 p.m in this location.

SIXTH ORDER OF BUSINESS

Staff Reports

A. Attorney

Ms. Rigoni had nothing additional to report.

B. Engineer

Mr. Smith had nothing additional to report.

C. District Manager's Report

Mr. Flint had nothing to report.

SEVENTH ORDER OF BUSINESS

Other Business

There being no comments, the next item followed.

EIGHTH ORDER OF BUSINESS

Supervisor’s Requests

There being no comments, the next item followed.

NINTH ORDER OF BUSINESS

Adjournment

Mr. Flint asked the Board for a motion to continue the meeting.

On MOTION by Mr. Liquori, seconded by Mr. Hulme, with all in favor, the meeting was continued to November 12, 2025 at 3:00 p.m.

Secretary/Assistant Secretary

Chairman/Vice Chairman

MINUTES OF MEETING
WATERLIN
STEWARDSHIP DISTRICT

The continued meeting of the Board of Supervisors of the Waterlin Stewardship District was held Wednesday, November 12, 2025, at 3:00 p.m. at the Offices of Gentry Land Company, 3850 Canoe Creek Road, St. Cloud, Florida.

Present and constituting a quorum were:

Mike Liquori	Chairman
Chancy Summers	Vice Chairman
David Hulme	Assistant Secretary

Also present were:

George Flint	District Manager
Alyssa Willson <i>by phone</i>	District Counsel
Strickland Smith <i>by phone</i>	District Engineer
Cynthia Wilhelm <i>by phone</i>	Bond Counsel

FIRST ORDER OF BUSINESS

Roll Call

Mr. Flint called the meeting to order and called the roll. Three Board members were present constituting a quorum.

SECOND ORDER OF BUSINESS

Public Comment Period

Mr. Flint noted there were no members of the public present other than Board and staff to provide public comment.

THIRD ORDER OF BUSINESS

Financing Matters

A. Consideration of Master Engineer's Report for Validation – *Under Separate Cover*

Mr. Liquori discussed the note under the ownership and maintenance table where it references roadways; the noted referenced private roadways that will be owned and maintained by a POA or HOA. Mr. Liquori commented that in the same table for recreational facilities the sub note says that the recreational facilities may be conveyed to Osceola County; he noted that there is a possibility that they get conveyed to the city of St. Cloud depending on the annexation. Mr. Flint and Ms. Rigoni noted that they would update the wording to reflect that.

Mr. Smith reviewed the Master Engineer's report for the Board. Ms. Rigoni asked Mr. Smith in his opinion if the cost estimates for the Stewardship District are reasonable and proper, and Mr. Smith answered yes. Ms. Rigoni asked if Mr. Smith was aware of any reason that the District could not carry out the improvements at this time, Mr. Smith answered no.

On MOTION by Mr. Liquori, seconded by Mr. Hulme, with all in favor, the Master Engineer's Report for Validation, was approved in substantial form.

B. Consideration of Validation Report

Mr. Flint stated the intent of this report is to size the bonds for purposes of validation. He noted there are some changes to the tables. Mr. Flint reviewed the land development plan showing 12,717 single family units, both attached and detached. There are 1,615 multi family, which are apartments. The total residential unit count is 14,332. There are four different nonresidential classifications; commercial, office, industrial, civic. Those total 6,622,576 square feet.

Mr. Flint reviewed the updated costs for the project with a change due to developer contributions resulting in a recommended validation amount of \$5,280,410,200. Mr. Flint asked the Board to approve the Validation Report in substantial form incorporating the revisions to the tables that he reviewed for the Board.

On MOTION by Mr. Liquori, seconded by Mr. Hulme, with all in favor, the Validation Report, was approved in substantial form.

C. Consideration of Resolution 2026-02 Authorizing the Issuance of Bonds

Ms. Wilhem reviewed Resolution 2026-02 for the Board. She stated that they will be revising this resolution to incorporate the new not to exceed bond amount of the \$5,280,410,000. Wherever the \$5,237,000,000 number is in the resolution, they will be revising that to the updated number. This resolution allows bond counsel to move forward with validation and approves the capital improvement program that the Board reviewed in the Master Engineer's Report. She noted that the resolution also approves the form of a Master Trust Indenture, which is required to be filed with the validation to show that they are going to have a Trustee and a Trust Indenture, which is required under Chapter 190. The resolution appoints U.S. Bank Trust Company, National Association as your Trustee. Ms. Wilhelm stated that they would ask for a motion to approve the resolution with the updated not to exceed amount to be inserted at a later date.

On MOTION by Mr. Liquori, seconded by Mr. Hulme, with all in favor, Resolution 2026-02 Authorizing the Issuance of Bonds, was approved with the not to exceed amount to be inserted at a later date.

FOURTH ORDER OF BUSINESS

Adjournment

Mr. Flint asked the Board for a motion to adjourn the meeting.

On MOTION by Mr. Liquori, seconded by Mr. Hulme, with all in favor, the meeting was adjourned 3:22 p.m.

Secretary/Assistant Secretary

Chairman/Vice Chairman

SECTION IV

QUALIFICATION STATEMENT

Continuing Professional Engineering Services

PREPARED FOR:

The Waterlin Stewardship District



PREPARED BY:



10475 Fortune Parkway
Jacksonville, Florida 32256

www.alliant-inc.com

CLIENT MANAGER:

David R. Landing, PE
Senior Civil Engineer

✉ dlanding@alliant-inc.com

☎ 904.513.3218



November 24, 2025

RE: Continuing Professional Engineering Services for the Waterlin Stewardship District

Mr. George Flint, PE
District Manager

GMS Central Florida, LLC
219 East Livingston Street
Orlando, Florida 32801

407.841.5524

Alliant Engineering, Inc.
10475 Fortune Parkway
Suite 101
Jacksonville, Florida 32256

Dear Mr. Flint and Members of the Evaluation Committee:

Alliant Engineering Inc. (Alliant) is pleased to submit our qualifications for professional engineering services on a continuing basis for **The Waterlin Stewardship District**. We are a licensed, experienced and multidisciplinary firm prepared to support the District's broad range of infrastructure needs for the District's Capital Improvement Plan, including stormwater management, landscaping improvements, utilities, roadway improvements, transportation, surveying, structural services, and construction phase support.

Alliant has served Florida communities since establishing our Jacksonville office in 2015, with additional regional support in Tampa and national technical depth from our Minneapolis headquarters. Our team understands the operating environment, infrastructure systems, and regulatory landscape in Northeast Florida, and we are familiar with facilities like those operated and maintained by the District.

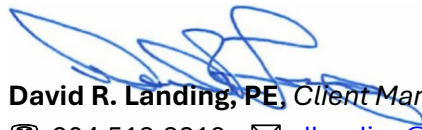
Mr. David Landing, PE, will serve as Client Manager and primary point of contact. David brings extensive municipal experience across Florida and will ensure each task order is staffed appropriately, delivered on schedule, and supported by a clear quality control process. Under his leadership, Alliant will provide consistent communication, responsive project oversight, and coordination with agencies.

With more than 200 professionals nationwide, Alliant offers the District a strong base of licensed engineers, surveyors, designers, planners, and inspectors. Our Florida based staff support rapid response assignments, and our continuing contract experience reinforces our ability to act as an extension of the District staff from planning through design, permitting, and construction.

We appreciate the opportunity to serve **The Waterlin Stewardship District** and are committed to delivering high quality, reliable work. Please contact us with any questions or for additional information.

Sincerely,

Alliant Engineering, Inc.



David R. Landing, PE, Client Manager

☎ 904.513.3218 ✉ dlanding@alliant-inc.com

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ARCHITECT-ENGINEER QUALIFICATIONS
PART I - CONTRACT-SPECIFIC QUALIFICATIONS
A. CONTRACT INFORMATION

1. TITLE AND LOCATION <i>(City and State)</i> Response to Request for Qualifications for The Waterlin Stewardship District		
2. PUBLIC NOTICE DATE October 24, 2025	3. SOLICITATION OR PROJECT NUMBER 7887568	

B. ARCHITECT-ENGINEER POINT OF CONTACT

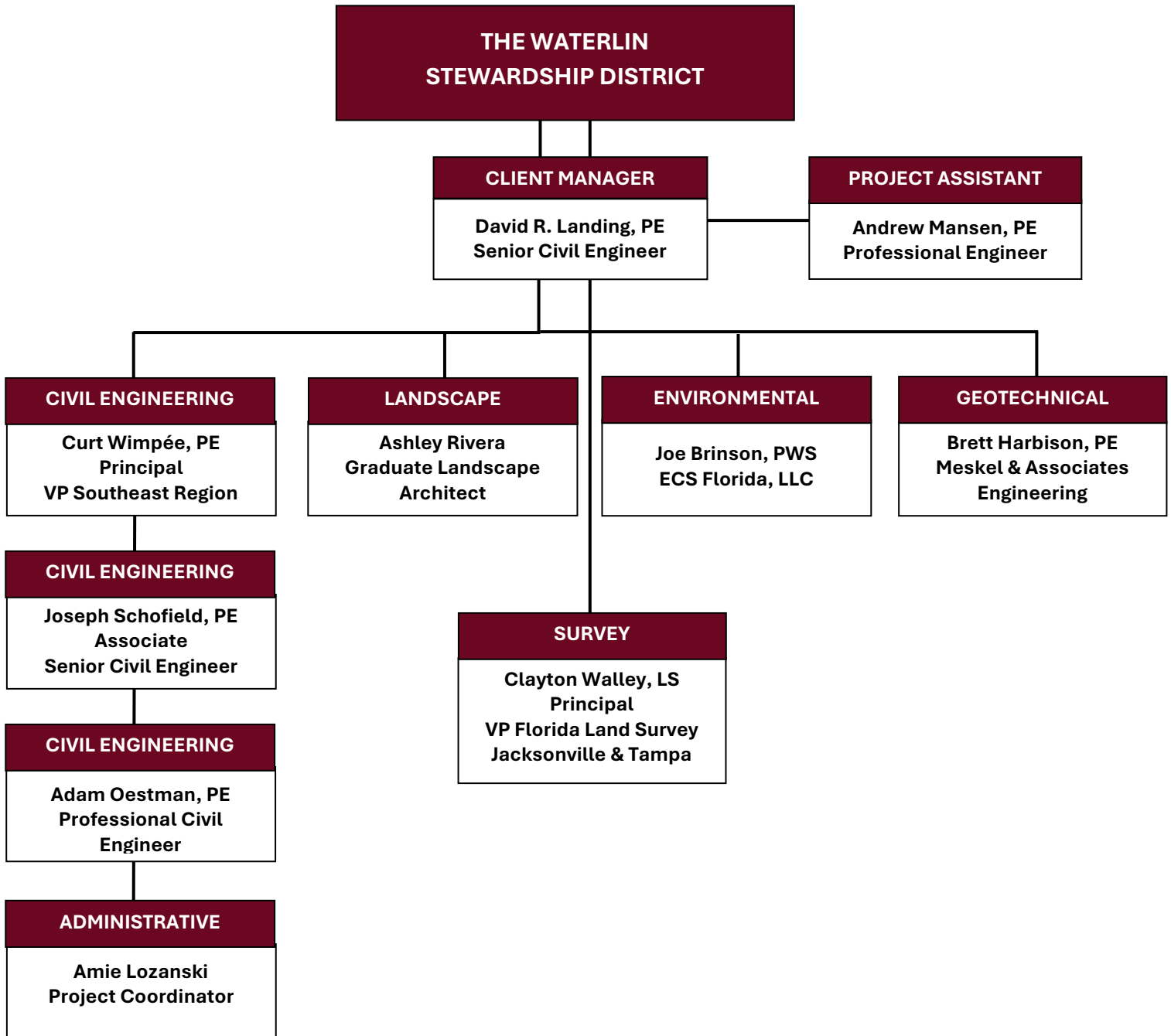
1. NAME AND TITLE David R. Landing, PE Client Manager		
2. NAME OF FIRM Alliant Engineering, Inc.		
6. TELEPHONE NUMBER (904) 513-3218	7. FAX NUMBER	8. E-MAIL ADDRESS dlanding@alliant-inc.com

C. PROPOSED TEAM
(Complete this section for the prime contractor and all key subcontractors.)

	(Check)			9. FIRM NAME	10. ADDRESS	11. ROLE IN THIS CONTRACT
	PRIME	J-V PARTNER	SUBCONTRACTOR			
a.	<input checked="" type="checkbox"/>			Alliant Engineering, Inc. <input checked="" type="checkbox"/> CHECK IF BRANCH OFFICE	10475 Fortune Parkway, Suite 101 Jacksonville, Florida 32256	Project Management, Civil Engineering, Landscape Services, Permitting, and Land Survey.
b.			<input checked="" type="checkbox"/>	ECS Florida, LLC <input checked="" type="checkbox"/> CHECK IF BRANCH OFFICE	11554 Davis Creek Court Jacksonville, Florida 32256	Environmental Services
c.			<input checked="" type="checkbox"/>	Meskel & Associates Engineering <input checked="" type="checkbox"/> CHECK IF BRANCH OFFICE	3728 Philips Highway, Suite 208 Jacksonville, Florida 32207	Geotechnical Services
d.				<input type="checkbox"/> CHECK IF BRANCH OFFICE		
e.						

D. ORGANIZATIONAL CHART OF PROPOSED TEAM (EXHIBIT 1)
 (Attached)

D. Organizational Chart of Proposed Team (Exhibit 1)



E. RESUMES OF KEY PERSONNEL PROPOSED FOR THIS CONTRACT

(Complete one Section E for each key person.)

12. NAME David R. Landing, PE	13. ROLE IN THIS CONTRACT Client Manager	14. YEARS EXPERIENCE	
		a. TOTAL 27	b. WITH CURRENT FIRM 2
15. FIRM NAME AND LOCATION (City and State) Alliant Engineering, Inc.			
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)	
18. OTHER PROFESSIONAL QUALIFICATIONS (Publications, Organizations, Training, Awards, etc.)			

19. RELEVANT PROJECTS

(1) TITLE AND LOCATION (City and State)	(2) YEAR COMPLETED	
	PROFESSIONAL SERVICES	CONSTRUCTION (If applicable)
GLEN ST. JOHNS COMMUNITY DEVELOPMENT DISTRICT ST. AUGUSTINE, FL	2025 – ON-GOING	
(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE <input checked="" type="checkbox"/> Check if project performed with current firm a. District engineering services to include preparation of reports, applications, attendance at meetings (if required). On-going basis related to the district’s infrastructure improvements, including stormwater management system, ROW, entry features, landscape/irrigation facilities, amenity facilities, mitigation and conservation areas, open space/recreational improvements, as well as geotechnical work and land surveying. Periodic site visits, construction management, processing contractor pay estimates, final inspection and requested certificates for construction including certification of construction. Consultation and advice during construction, and any other related construction authorized by the board.		
CONTINUING ENGINEERING SERVICES, TOWN OF ORANGE PARK, FL	2024 – ON-GOING	
(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE <input checked="" type="checkbox"/> Check if project performed with current firm b. Continuing services for civil engineering, survey, architecture, planning and economic development services. Consultants’ services will be detailed in duly executed work orders for each specific project. Each work order will indicate the scope of services and specific works and functions to be performed and deliverables to be provided. Most recently, Alliant completed a comprehensive pavement assessment within the Town of Orange Park. The assessment aimed to evaluate the current state of pavement infrastructure, identify deficiencies, and recommend appropriate maintenance or rehabilitation strategies in a detailed report.		
TISON’S LANDING COMMUNITY DEVELOPMENT DISTRICT ST. AUGUSTINE, FL	2024 – ON-GOING	
(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE <input checked="" type="checkbox"/> Check if project performed with current firm c. District engineering services to include preparation of reports, applications, attendance at meetings (if required). On-going basis related to the district’s infrastructure improvements, including stormwater management system, ROW, entry features, landscape/irrigation facilities, amenity facilities, mitigation and conservation areas, open space/recreational improvements, as well as geotechnical work and land surveying. Periodic site visits, construction management, processing contractor pay estimates, final inspection and requested certificates for construction including certification of construction. Consultation and advice during construction, and any other related construction authorized by the board.		
BARTRAM PARK COMMUNITY DEVELOPMENT DISTRICT JACKSONVILLE, FL	2024 – ON-GOING	
(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE <input checked="" type="checkbox"/> Check if project performed with current firm d. Engineering services for the district to include preparation of necessary reports and attendance at meetings of the board (if necessary), special reports, feasibility studies, review and execution of documents under the districts trust indentures and monitoring of district projects along with any other requested items by the Board.		

CONTINUED ON NEXT PAGE

(1) TITLE AND LOCATION (<i>City and State</i>) OTC (OAKLEAF TOWN CENTER) COMMUNITY DEVELOPMENT DISTRICT JACKSONVILLE, FL	(2) YEAR COMPLETED	
	PROFESSIONAL SERVICES 2024 – ON-GOING	CONSTRUCTION (<i>If applicable</i>)
(3) BRIEF DESCRIPTION (<i>Brief scope, size, cost, etc.</i>) AND SPECIFIC ROLE <input checked="" type="checkbox"/> Check if project performed with current firm		
e. The Engineer will provide general engineering services, including the following subject to work authorizations with hourly or not to exceed amounts pre-authorized by the Board of Supervisors in writing. Preparation of any necessary reports and attendance at meetings (if requested). Providing professional engineering services including but not limited to review and execution of documents under the District’s Trust Indentures and monitoring and contract administration associated with the district projects. Periodic site visits, processing contractors’ pay estimates, and any other requested items by the Board.		
(1) TITLE AND LOCATION (<i>City and State</i>) RIDGEWOOD TRAILS COMMUNITY DEVELOPMENT DISTRICT MIDDLEBURG, FL	(2) YEAR COMPLETED	
	PROFESSIONAL SERVICES 2024 – ON-GOING	CONSTRUCTION (<i>If applicable</i>)
(3) BRIEF DESCRIPTION (<i>Brief scope, size, cost, etc.</i>) AND SPECIFIC ROLE <input checked="" type="checkbox"/> Check if project performed with current firm		
f. The Engineer will provide general engineering services for the district to include preparation of any necessary reports and attendance at meetings of the Board (if requested). Assisting in meeting with necessary parties involving bond issues, special reports, feasibility studies or other tasks. Providing professional engineering services, including but not limited to, review and execution of documents under the District’s Trust Indentures and monitoring of District projects. Periodic site visits, processing contractor estimates, final inspection, and requested certificates for construction and any other activity related to construction as authorized by the Board.		
(1) TITLE AND LOCATION (<i>City and State</i>) THE TRAILS COMMUNITY DEVELOPMENT DISTRICT JACKSONVILLE, FL	(2) YEAR COMPLETED	
	PROFESSIONAL SERVICES 2024 – ON-GOING	CONSTRUCTION (<i>If applicable</i>)
(3) BRIEF DESCRIPTION (<i>Brief scope, size, cost, etc.</i>) AND SPECIFIC ROLE <input checked="" type="checkbox"/> Check if project performed with current firm		
g. The Engineer will provide general engineering services for the district to include preparation of any necessary reports and attendance at meetings of the Board (if requested). Assisting in meeting with necessary parties involving bond issues, special reports, feasibility studies or other tasks. Providing professional engineering services, including but not limited to, review and execution of documents under the District’s Trust Indentures and monitoring of District projects. Periodic site visits, processing contractor estimates, final inspection, and requested certificates for construction and any other activity related to construction as authorized by the Board.		
(1) TITLE AND LOCATION (<i>City and State</i>) SIPS 30-INCH WM & RECLAIMED WATER, CITY OF JACKSONVILLE, FL	(2) YEAR COMPLETED	
	PROFESSIONAL SERVICES 2023	CONSTRUCTION (<i>If applicable</i>)
(3) BRIEF DESCRIPTION (<i>Brief scope, size, cost, etc.</i>) AND SPECIFIC ROLE <input type="checkbox"/> Check if project performed with current firm		
h. Mr. Landing served as a Staff Engineer for the design, permitting, and construction support services for Phase II of the SIPS Program. This critical infrastructure project focused on transferring partially treated raw water from JEA’s North Grid (Main Street Water Treatment Plant) to the South Grids (Deerwood and Greenland Water Treatment Plants). The project included the installation of over 41,000 linear feet of water main, consisting of 26,000 LF of 30-inch ductile iron pipe (DIP) installed via open-cut and 15,000 LF of 36-inch HDPE installed through nine separate horizontal directional drills (HDDs). Mr. Landing’s responsibilities included supporting design development, coordinating permitting efforts, and providing engineering support throughout construction.		
(1) TITLE AND LOCATION (<i>City and State</i>) SR 207 WM EXT. – PH. II, SJC UTILITY DEPARTMENT, ST. JOHNS COUNTY, FL	(2) YEAR COMPLETED	
	PROFESSIONAL SERVICES 2022	CONSTRUCTION (<i>If applicable</i>)
(3) BRIEF DESCRIPTION (<i>Brief scope, size, cost, etc.</i>) AND SPECIFIC ROLE <input type="checkbox"/> Check if project performed with current firm		
i. David served as the QA/QC Engineer and Site Construction Inspector for the design and construction of approximately 2,900 linear feet of 24-inch PVC water main, installed within St. Johns County Utility Department (SJCUD) easements and Florida Department of Transportation (FDOT) rights-of-way. The project included a 42-inch steel casing installed via jack-and-auger bore beneath SR 206 and a 30-inch HDPE water main installed via horizontal directional drill (HDD) beneath Interstate 95.		

E. RESUMES OF KEY PERSONNEL PROPOSED FOR THIS CONTRACT

(Complete one Section E for each key person.)

12. NAME Andrew Mansen, PE	13. ROLE IN THIS CONTRACT Project Assistant	13. ROLE IN THIS CONTRACT Project Manager
15. FIRM NAME AND LOCATION (City and State) Alliant Engineering, Inc.		
16. EDUCATION (Degree and Specialization) BS, Civil Engineering, California State University	17. CURRENT PROFESSIONAL REGISTRATION (State and Discipline) Professional Engineer in Florida	
18. OTHER PROFESSIONAL QUALIFICATIONS (Publications, Organizations, Training, Awards, etc.)		

19. RELEVANT PROJECTS

(1) TITLE AND LOCATION (City and State)	(2) YEAR COMPLETED	
BARBER POINTE SUBDIVISION, CITY OF MACCLENNY, FL	PROFESSIONAL SERVICES 2025	CONSTRUCTION (If applicable)
(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE <input checked="" type="checkbox"/> Check if project performed with current firm a. Andrew served as the lead project engineer for the Barber Pointe Subdivision, a 367-unit residential development situated on a hillside in MacClenny, Florida. He played a central role in all aspects of civil engineering design, which included developing 13 cascading stormwater ponds to address the site's challenging topography. Andrew designed over 16,500 feet of right-of-way infrastructure and oversaw utility layouts that included 17,500 feet of water mains, 14,500 feet of stormwater pipe with 170 structures, and 15,500 feet of sanitary sewer pipe with 69 structures. He also led the design of offsite improvements, including turn lane modifications and a 5,300-foot municipal force main extension connecting to the City's water treatment plant.		
GROVELAND RETAIL DEVELOPMENT, CITY OF GROVELAND, FL	PROFESSIONAL SERVICES 2024	CONSTRUCTION (If applicable)
(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE <input checked="" type="checkbox"/> Check if project performed with current firm b. Andrew led civil engineering efforts for Groveland Retail Development, a 13-acre commercial and light industrial site located in the City of Groveland. His responsibilities included designing infrastructure systems and preparing FDOT-compliant stormwater calculations based on the 100-year storm event. He designed 2,000 feet of water main, 1,200 feet of new force main, and coordinated the relocation of 1,000 feet of existing force main. Andrew also developed plans for offsite roadway improvements, including the addition of turn lanes along US Highway 27 to support increased traffic volumes.		
THE HARBOUR, CITY OF JACKSONVILLE, FLORIDA	PROFESSIONAL SERVICES 2024	CONSTRUCTION (If applicable)
(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE <input checked="" type="checkbox"/> Check if project performed with current firm c. Andrew played a key engineering role in the redevelopment of The Harbour, a 43.8-acre site along the Intracoastal Waterway in Jacksonville. The project involved transforming an aging industrial marina into a vibrant, multi-use waterfront destination. Andrew's work included the design of a fully underground stormwater management system consisting of a 42,000-square-foot chamber system and 5,800 feet of chamber underdrain system, complemented by 6,000 feet of stormwater piping. He also designed 3,500 feet of sanitary sewer pipe to support the site's diverse uses, which include a 136-slip marina, public boat ramp, boat storage, multiple restaurants, an eight-story apartment building with 560 residences, a multi-story commercial and hotel structure, and dedicated recreational and wetland preservation areas.		
(1) TITLE AND LOCATION (City and State)	(2) YEAR COMPLETED	
(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE	PROFESSIONAL SERVICES	CONSTRUCTION (If applicable)
d. <input type="checkbox"/> Check if project performed with current firm		

E. RESUMES OF KEY PERSONNEL PROPOSED FOR THIS CONTRACT

(Complete one Section E for each key person.)

12. NAME Joseph Schofield, PE	13. ROLE IN THIS CONTRACT Senior Civil Engineer	14. YEARS EXPERIENCE	
		a. TOTAL 21	b. WITH CURRENT FIRM 3
15. FIRM NAME AND LOCATION (City and State) Alliant Engineering, Inc.			
16. EDUCATION (Degree and Specialization) MBA, St. Leo University BS, Civil Engineering, University of North Florida (UNF)		17. CURRENT PROFESSIONAL REGISTRATION (State and Discipline) Professional Engineer in Florida (69219)	
18. OTHER PROFESSIONAL QUALIFICATIONS (Publications, Organizations, Training, Awards, etc.)			

19. RELEVANT PROJECTS

(1) TITLE AND LOCATION (City and State) SHADOWCREST AT ROLLING HILLS, PH. 3B & 3D, GREEN COVE SPRINGS, FL	(2) YEAR COMPLETED	
	PROFESSIONAL SERVICES 2023	CONSTRUCTION (If applicable)
(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE a. Mr. Schofield assisted the CDD to secure electrical and landscape maintenance easements. He also reviewed all contractors, vendors, and supplier invoices and pay applications to help ensure proper use of the bond funds. The scope included cost estimating and writing the Engineer's Report for Shadow Crest phase of the district full planned build-out.		
<input type="checkbox"/> Check if project performed with current firm		
(1) TITLE AND LOCATION (City and State) BEACHVIEW COVE SUBDIVISION, ORMOND BEACH, FL	(2) YEAR COMPLETED	
	PROFESSIONAL SERVICES 2024	CONSTRUCTION (If applicable)
(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE b. Project Manager overseeing design and permitting for a 28-lot single family subdivision with private lift station on A-1-A adjacent to the Atlantic Ocean. All entitlements received and construction is underway. The project includes a planned FPL power pole relocation, work within the coastal construction control line (CCCL), and coordination of turtle friendly street lighting design.		
<input checked="" type="checkbox"/> Check if project performed with current firm		
(1) TITLE AND LOCATION (City and State) PONCE PRESERVE SUBDIVISION, PALM COAST, FL	(2) YEAR COMPLETED	
	PROFESSIONAL SERVICES 2024	CONSTRUCTION (If applicable)
(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE c. Project Manager overseeing design and permitting for a 74-lot single family subdivision. All entitlements have been received; construction start date is undetermined at this time.		
<input checked="" type="checkbox"/> Check if project performed with current firm		
(1) TITLE AND LOCATION (City and State) RYAN'S LANDING SUBDIVISION, PALM COAST, FL	(2) YEAR COMPLETED	
	PROFESSIONAL SERVICES 2024	CONSTRUCTION (If applicable)
(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE d. Project Manager overseeing design and permitting for a 95-lot single family subdivision. All entitlements have been received; construction start date is undetermined at this time.		
<input checked="" type="checkbox"/> Check if project performed with current firm		
(1) TITLE AND LOCATION (City and State) UNIVERSITY OF FLORIDA CLUBHOUSE, JACKSONVILLE, FL	(2) YEAR COMPLETED	
	PROFESSIONAL SERVICES	CONSTRUCTION (If applicable)
(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE e. Design engineering and project manager for the proposed recreational flex-space building with pool situated on a 2.4-acre parcel of land adjacent to Osprey Village and Osprey Cove. Mr. Schofield's involvement included oversight of modifications to existing facilities, utility design, drainage design, and coordination of architectural elements in support of production of a seamless construction package.		
<input type="checkbox"/> Check if project performed with current firm		

E. RESUMES OF KEY PERSONNEL PROPOSED FOR THIS CONTRACT

(Complete one Section E for each key person.)

12. NAME Adam Oestman, PE	13. ROLE IN THIS CONTRACT Production Engineer	14. YEARS EXPERIENCE	
		a. TOTAL 6	b. WITH CURRENT FIRM 3
15. FIRM NAME AND LOCATION (City and State) Alliant Engineering, Inc.			
16. EDUCATION (Degree and Specialization) BS, Civil Engineering, Murray State University		17. CURRENT PROFESSIONAL REGISTRATION (State and Discipline) Professional Engineer in Florida (98440)	
18. OTHER PROFESSIONAL QUALIFICATIONS (Publications, Organizations, Training, Awards, etc.)			

19. RELEVANT PROJECTS

(1) TITLE AND LOCATION (City and State)	(2) YEAR COMPLETED	
	PROFESSIONAL SERVICES	CONSTRUCTION (If applicable)
a. (3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE Design engineer preparing construction documents for a two-phase project in the City of Bunnell, including +/- 2,000 LF of roadside drainage improvements as well as +/- 3,000 LF of existing drainage ditch improvements.	<input checked="" type="checkbox"/> Check if project performed with current firm	
b. (3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE Lead design engineer preparing the construction documents for multiple single family residential subdivision phases totaling over 1,000 lots.	<input checked="" type="checkbox"/> Check if project performed with current firm	
c. (3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE Lead design engineer preparing construction documents for a phased medical campus as well as associated construction administration throughout the project.	<input checked="" type="checkbox"/> Check if project performed with current firm	
d. (3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE Lead design engineer preparing construction documents for a church and associated recreational areas.	<input checked="" type="checkbox"/> Check if project performed with current firm	
e. (3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE Lead design engineer preparing construction documents for 330 multi-family units and associated recreation areas.	<input checked="" type="checkbox"/> Check if project performed with current firm	
F. (3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE Lead design engineer preparing construction documents for a 35-townhome unit site as well as associated construction administration throughout the project.	<input checked="" type="checkbox"/> Check if project performed with current firm	

E. RESUMES OF KEY PERSONNEL PROPOSED FOR THIS CONTRACT

(Complete one Section E for each key person.)

12. NAME Curt Wimpée, PE	13. ROLE IN THIS CONTRACT Principal, VP Southeast Region	14. YEARS EXPERIENCE	
		a. TOTAL 29	b. WITH CURRENT FIRM 10
15. FIRM NAME AND LOCATION (City and State) Alliant Engineering, Inc.			
16. EDUCATION (Degree and Specialization) BS, 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), and Tennessee (125610)	

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

Professional Affiliations include American Society of Professional Engineers, FCARD, NEFBA, NAIOP, and ULI

19. RELEVANT PROJECTS

(1) TITLE AND LOCATION (City and State)	(2) YEAR COMPLETED	
	PROFESSIONAL SERVICES	CONSTRUCTION (If applicable)
CONSULTING ENGINEER, CITY OF BUNNELL, FL (3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE a. <input checked="" type="checkbox"/> Check if project performed with current firm Engineer of Record for numerous city infrastructure projects. Projects include roadway paving, assessment, rehabilitation, replacement, stormwater system design and modeling, water main (potable and reclaim) extensions/rehabilitation/replacements, sanitary sewer design and rehabilitation. Cost estimating and engineering reports associated with all aspects of these infrastructure projects. City Council presentations and representation, public messaging, and interaction.		
CONSULTING ENGINEER, TOWN OF ORANGE PARK, FL (3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE b. <input checked="" type="checkbox"/> Check if project performed with current firm This is an on-going contract with the Town. Projects are based on a work order system. Alliant recently completed a comprehensive assessment of pavement conditions within the Town of Orange Park. The assessment aimed to evaluate the current state of pavement infrastructure, identify deficiencies, and recommend appropriate maintenance or rehabilitation strategies in a detailed report.		
CONSULTING ENGINEER, CITY OF JACKSONVILLE, BEACH, FL (3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE c. <input checked="" type="checkbox"/> Check if project performed with current firm City Engineer of Record for numerous city infrastructure projects. Projects included roadway and paving assessment, stormwater design and modeling (potable and reclaim) extensions/rehabilitation/replacements, sanitary sewer design & rehabilitation. Cost estimating and engineering reports associated with all aspects of these infrastructure projects. Council presentations and representation, and public messaging and interaction.		
CONSULTING ENGINEER, CITY OF ATLANTIC BEACH, FL (3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE d. <input checked="" type="checkbox"/> Check if project performed with current firm Served as Engineer of Record for various city infrastructure projects, including roadway paving, stormwater modeling, watermain and sanitary sewer design, cost estimating, engineering reports, city council presentations and public engagement.		
CONSULTING ENGINEER, CITY OF FERNANDINA BEACH, FL (3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE e. <input checked="" type="checkbox"/> Check if project performed with current firm Served as Engineer of Record for various city infrastructure projects, including roadway paving, stormwater modeling, watermain and sanitary sewer design, cost estimating, engineering reports, city council presentations, and public engagement.		

E. RESUMES OF KEY PERSONNEL PROPOSED FOR THIS CONTRACT

(Complete one Section E for each key person.)

12. NAME Ashley Rivera	13. ROLE IN THIS CONTRACT Graduate Landscape Architect	14. YEARS EXPERIENCE	
		a. TOTAL 4	b. WITH CURRENT FIRM 2
15. FIRM NAME AND LOCATION (City and State) Alliant Engineering, Inc.			
16. EDUCATION (Degree and Specialization) BS, Landscape Architecture, University of Ana G. Mendez Currently pursuing licensure as a Landscape Architect in Florida		17. CURRENT PROFESSIONAL REGISTRATION (State and Discipline) Pending	

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

19. RELEVANT PROJECTS

(1) TITLE AND LOCATION (City and State)	(2) YEAR COMPLETED	
BLUE HERON FLATS DISC GOLF COURSE, PALM COAST, FL (3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE <input checked="" type="checkbox"/> Check if project performed with current firm Alliant provided civil design services for the first disc golf course in Flagler County, located in Palm Coast, FL. The course is being built on nine acres of land donated to the city by Marbella Apartments, LLC. The course features 18-holes, restrooms, shade structures, parking lot, and water stations.	PROFESSIONAL SERVICES 2024	CONSTRUCTION (If applicable)
THE HARBOUR, JACKSONVILLE, FL (3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE <input checked="" type="checkbox"/> Check if project performed with current firm Ashley assisted with the enhanced landscape development of The Harbour, a 43.8-acre luxury mixed-use development site located on Jacksonville's Intracoastal Waterway. This rare parcel will feature 560 residential units, 106,000 SF of hospitality/commercial/office space and up to 650 wet/dry marina boat storage slips.	PROFESSIONAL SERVICES 2023	CONSTRUCTION (If applicable)
SWEETGRASS ENHANCED LANDSCAPE, ST. MARY'S, GA (3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE <input checked="" type="checkbox"/> Check if project performed with current firm Ashley played a key design roll for the 150-acre master planned community developed by Tierra Linda, which will include approximately 312 multi-family units and other commercial development opportunities.	PROFESSIONAL SERVICES 2023	CONSTRUCTION (If applicable)
WINTER HAVEN COMPLETE STREET DESIGN, WINTER HAVEN, FL (3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE <input checked="" type="checkbox"/> Check if project performed with current firm Winter Haven has implemented complete street initiatives to make roadways safer and more inclusive for pedestrians, cyclists, and motorists. The city and Polk TPO are working with Alliant on civil design to create a connected and sustainable transportation network by incorporating features like shared-use paths and sidewalks to improve overall safety and accessibility.	PROFESSIONAL SERVICES	CONSTRUCTION (If applicable)
MATANZAS COVE AMENITY, PALM COAST, FL (3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE <input checked="" type="checkbox"/> Check if project performed with current firm Ashley assisted with the Matanzas Cove Amenity Center which features a zero-entry pool (gradual beach like entry into the pool is a modern design element for easy access), cabana, and summer kitchen for the 55+ community. The design and features cater to an age-restricted community focused on a relaxed lifestyle.	PROFESSIONAL SERVICES 2024	CONSTRUCTION (If applicable)

E. RESUMES OF KEY PERSONNEL PROPOSED FOR THIS CONTRACT

(Complete one Section E for each key person.)

12. NAME Clayton Walley, L.S., PSM	13. ROLE IN THIS CONTRACT VP Florida Land Survey	14. YEARS EXPERIENCE	
		a. TOTAL 25	b. WITH CURRENT FIRM 6
15. FIRM NAME AND LOCATION (City and State) Alliant Engineering, Inc.			
16. EDUCATION (Degree and Specialization) A.A.S. Industrial Engineering Technology, Paul D. Camp Community College BS Business, Project Management, University of Phoenix		17. CURRENT PROFESSIONAL REGISTRATION (State and Discipline) Licensed Surveyor in Florida (LS7209)	
18. OTHER PROFESSIONAL QUALIFICATIONS (Publications, Organizations, Training, Awards, etc.)			

19. RELEVANT PROJECTS

(1) TITLE AND LOCATION (City and State)	(2) YEAR COMPLETED	
	PROFESSIONAL SERVICES	CONSTRUCTION (If applicable)
STADIUM OF THE FUTURE, AREA C, JACKSONVILLE, FL		
(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE <input checked="" type="checkbox"/> Check if project performed with current firm a. Alliant provided professional surveying services to support the construction of concrete structures for the Stadium of the Future project in Jacksonville, FL. Services included project management and startup data preparation, layout of all concrete structures, and comprehensive site calculations to support construction accuracy. Alliant's work began two weeks after receipt of approved plans and CAD files, with scheduling coordinated closely with the client to optimize field crew efficiency and reduce idle time. The project was delivered with a high-quality layout and reliable as-built documentation for agency approval.		
RIVER CITY SCIENCE ACADEMY, JACKSONVILLE, FL		
(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE <input checked="" type="checkbox"/> Check if project performed with current firm b. Alliant delivered a full suite of construction layout and as-built surveying services for the River City Science Academy project. Scope included horizontal and vertical control, staking of utilities and site features such as silt fences, stormwater structures, parking lots, and curb and gutter, as well as as-built data collection and final CAD drafting for submittal. Alliant's internal quality control process, advanced filed technology, and pre-calculated data workflows allowed for accurate, efficient fieldwork and reduced costs to the client. Optional services such as building pad layout and storm-tech system staking were also available.		
PECAN PARK ROAD, JACKSONVILLE, FL		
(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE <input checked="" type="checkbox"/> Check if project performed with current firm c. Survey Manager on this project, that will add extra traffic lanes and add new infrastructure while raising the overall elevation of the roadway. Responsible for QC field work including construction stake out, as-built collection, coordinating settlement monitoring, monitoring of bridge structure, and overall project fluidity. Held regular field meetings with CEI to discuss settlement plate monitoring results.		
LIGHTHOUSE HARBOR SUBDIVISION, PALM COAST, FL		
(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE <input checked="" type="checkbox"/> Check if project performed with current firm d. Pre-Development work completed for up to 845 residential units within the development. Work included boundary survey, topographic survey, tree survey, preliminary and final platting which completed the subdivision of land into legally recognized lots approved for development.		

E. RESUMES OF KEY PERSONNEL PROPOSED FOR THIS CONTRACT

(Complete one Section E for each key person.)

12. NAME Joe Brinson, PWS	13. ROLE IN THIS CONTRACT Environmental Senior Project Manager	14. YEARS EXPERIENCE	
		a. TOTAL 26	b. WITH CURRENT FIRM 3
15. FIRM NAME AND LOCATION (City and State) ECS Florida, LLC			
16. EDUCATION (Degree and Specialization) BS, Forest Resource Management / Forest Biometrics, University of Georgia		17. CURRENT PROFESSIONAL REGISTRATION (State and Discipline) Professional Wetland Scientist	
18. OTHER PROFESSIONAL QUALIFICATIONS (Publications, Organizations, Training, Awards, etc.)			

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 (3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE a. Project Manager, ECS completed an ecological study with the purpose of evaluating the site for the occurrence and/or potential occurrence of jurisdictional wetlands and/or protected wildlife species and their habitats.	<input checked="" type="checkbox"/> Check if project performed with current firm	
DIXIE ELLIS TRAIL, JACKSONVILLE, FL (3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE b. Project Manager, ECS completed a preliminary wetlands delineation study to evaluate jurisdictional wetlands and/or protected wildlife species and their habitats.	<input checked="" type="checkbox"/> Check if project performed with current firm	
BEAUTYREST AVENUE PROPERTY, JACKSONVILLE, FL (3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE c. Project Manager, ECS completed an Ecological Due Diligence with Cultural Resource Assessment Report (CRAS). The purpose of the field visit was to evaluate the site for the occurrence and/or potential occurrence of jurisdictional wetlands and/or protected wildlife species and their habitats.	<input checked="" type="checkbox"/> Check if project performed with current firm	
FIRST COAST EXPRESSWAY, MIDDLEBURG, FL (3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE d. Project Manager, ECS completed a preliminary wetlands delineation and preliminary threatened and 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 habitats.	<input checked="" type="checkbox"/> Check if project performed with current firm	
BAINBRIDGE NOCATEE PARKWAY PROJECT, JACKSONVILLE, FL (3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE e. Project Manager, ECS completed a preliminary wetlands delineation and preliminary threatened and endangered species survey. The purpose of the field visit was to evaluate the site for the occurrence and/or potential occurrence of jurisdictional wetlands and/or protected wildlife species and/or habitat on the site and its relevant surroundings.	<input checked="" type="checkbox"/> Check if project performed with current firm	

E. RESUMES OF KEY PERSONNEL PROPOSED FOR THIS CONTRACT

(Complete one Section E for each key person.)

12. NAME Brett H. Harbison, PE, Principal Engineer	13. ROLE IN THIS CONTRACT Director of Transportation & Geotechnical Services	14. YEARS EXPERIENCE	
		a. TOTAL 18	b. WITH CURRENT FIRM 8
15. FIRM NAME AND LOCATION (City and State) Meskel & Associates Engineering, PLLC			
16. EDUCATION (Degree and Specialization) BS, Civil Engineering, Florida State University (FSU) Graduate Courses, University of Central Florida		17. CURRENT PROFESSIONAL REGISTRATION (State and Discipline) Professional Engineer in Florida (74679) Professional Engineer in Georgia (PE37919)	
20. OTHER PROFESSIONAL QUALIFICATIONS (Publications, Organizations, Training, Awards, etc.)			

21. RELEVANT PROJECTS

(1) TITLE AND LOCATION (City and State)	(2) YEAR COMPLETED	
	PROFESSIONAL SERVICES	CONSTRUCTION (If applicable)
a. MONCRIEF PEDESTRIAN BRIDGE REPLACEMENT, JACKSONVILLE, FL (3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE <input checked="" type="checkbox"/> Check if project performed with current firm Senior Engineer responsible for 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 was approximately 70-75 feet long; the replacement bridge will be about the same.		
b. FDOT DISTRICT 2, I-95 NASSAU RIVER BRIDGE IMPROVEMENTS, DUVAL / NASSAU COUNTY, FL LINE (3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE <input checked="" type="checkbox"/> Check if project performed with current firm Foundation/Geotechnical Engineer of Record/Project Manager responsible for field coordination, laboratory shear strength testing, rock core strength testing, and geotechnical analysis 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 Tests (SPT) borings in tidally inundated project area using amphibious and sound 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 analysis, soil parameter recommendations for lateral analysis, and shaft installation construction recommendations.		
c. COJ NORTHBANK BULHEAD REPLACEMENT, JACKSONVILLE, FL (3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE <input checked="" type="checkbox"/> Check if project performed with current firm 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 between the Fuller Warren Bridge and Liberty Street. The project included constructing a new bulkhead wall in front of the existing bulkhead and installing anchors thru the existing bulkhead. Scope of Work included land and waterside SPT borings, rock coring, laboratory testing, and engineering analysis for the design and construction of the new bulkhead and anchors.		
d. COJ SIDEWALK AND PEDESTRIAN IMPROVEMENTS, JACKSONVILLE, FL (3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE <input checked="" type="checkbox"/> Check if project performed with current firm Geotechnical Project Manager, 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. The geotechnical exploration included mobilizing our truck-mounted drill rig to city roads and highways. Following subsurface exploration, laboratory testing, and geotechnical engineering analysis, we provided geotechnical recommendations and site preparation recommendations. These recommendations included clearing and stripping, temporary groundwater control, soil parameters for culver design, excavation protection, and structural backfill for compaction of structural backfill.		

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)*

ANABELLE ISLAND, GREEN COVE SPRINGS, FL

22. YEAR COMPLETED

 PROFESSIONAL SERVICES
 2022

 CONSTRUCTION *(If applicable)*

23. PROJECT OWNER'S INFORMATION

a. PROJECT OWNER

KB Homes

b. POINT OF CONTACT NAME

Forward Planner

c. POINT OF CONTACT TELEPHONE NUMBER

(904) 596-6800

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

Project Highlights

- ▶ Phases 1A & 1B successfully supported construction with close coordination between design and field teams.
- ▶ Phase 2 is currently under construction, with Alliant leading the design and permitting efforts.
- ▶ Agency Coordination: Worked with Clay County and relevant regulatory bodies to ensure timely approvals and compliance.

Project Overview: Anabelle Island is a thoughtfully planned residential community located in the heart of Clay County, Florida. Once complete, the development will feature 369 single-family homes, a community pool and recreation center with direct access to local trail systems offering residents a blend of comfort, connectivity, and outdoor living.

Alliant's Role: Alliant has been a key partner in the development of Anabelle Island, providing comprehensive civil engineering, surveying, and permitting services across multiple phases of the project.

Impact: Anabelle Island is helping meet the growing demand for housing in one of Florida's fastest-growing regions. Alliant's involvement ensures the community is built on a strong foundation – both literally and figuratively – supporting long-term growth and quality of life for future residents.

25. FIRMS FROM SECTION C INVOLVED WITH THIS PROJECT

(1) FIRM NAME	(2) FIRM LOCATION <i>(City and State)</i>	(3) ROLE
a. Alliant Engineering, Inc.	Jacksonville, FL	Project Engineer, Land Survey

F. EXAMPLE PROJECTS WHICH BEST ILLUSTRATE PROPOSED TEAM'S QUALIFICATIONS FOR THIS CONTRACT <i>(Present as many projects as requested by the agency, or 10 projects, if not specified. Complete one Section F for each project.)</i>		20. EXAMPLE PROJECT KEY NUMBER 2		
21. TITLE AND LOCATION <i>(City and State)</i> BEACHVIEW COVE, ORMOND BEACH, FL		22. YEAR COMPLETED <table border="1" style="width:100%; border-collapse: collapse;"> <tr> <td style="text-align: center;">PROFESSIONAL SERVICES 2023</td> <td style="text-align: center;">CONSTRUCTION <i>(If applicable)</i></td> </tr> </table>	PROFESSIONAL SERVICES 2023	CONSTRUCTION <i>(If applicable)</i>
PROFESSIONAL SERVICES 2023	CONSTRUCTION <i>(If applicable)</i>			
23. PROJECT OWNER'S INFORMATION				
a. PROJECT OWNER Seagate Communities, Inc.	b. POINT OF CONTACT NAME Robert Gazzoli	c. POINT OF CONTACT TELEPHONE NUMBER (386) 206-5838		

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

The Project required multiple approvals, including:

- | | |
|---|---|
| <ul style="list-style-type: none"> ▶ Volusia County Master Plan Development Order and Final Development Order ▶ City of Ormond Beach utility approval ▶ Department of Health Domestic Water Permit ▶ FDEP Wastewater Permit | <ul style="list-style-type: none"> ▶ FDOT Driveway, Drainage, and Utility Connection Permits ▶ FDEP Coastal Construction Field Permit ▶ SJRWMD Environmental Resource Permit |
|---|---|

With infrastructure now fully completed and model homes going vertical, Alliant is proud to see Beachview Cove coming to life.



Nestled amidst ocean vistas and bordered by numerous state parks, this budding community of 28 single-family homes promises a peaceful, serene place to live.

Alliant provided professional surveying and platting services for the Beachview Cove development in Volusia County. Our team conducted fieldwork and prepared the plat in accordance with Chapter 177 of the Florida Statutes and applicable local municipal standards. Services included setting all required Permanent Reference Monuments (PRMs), Permanent Control Points (PCPs), and lot corners; preparing and submitting both preliminary and final plats; and addressing municipal comments through to final approval.

We began work within three weeks of receiving the executed proposal and supporting documentation, working closely with the client to ensure timely delivery. In addition to surveying and platting, Alliant led the site's civil engineering efforts, securing all necessary entitlements and permits to facilitate development.

25. FIRMS FROM SECTION C INVOLVED WITH THIS PROJECT		
(1) FIRM NAME a. Alliant Engineering, Inc.	(2) FIRM LOCATION <i>(City and State)</i> Jacksonville, FL	(3) ROLE Project Engineer

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

 20. EXAMPLE PROJECT KEY NUMBER
3

21. TITLE AND LOCATION <i>(City and State)</i> WILDLIGHT COMMUNITY, NASSAU COUNTY, FL	22. YEAR COMPLETED	
	PROFESSIONAL SERVICES	CONSTRUCTION <i>(If applicable)</i>

23. PROJECT OWNER'S INFORMATION

a. PROJECT OWNER AJ Johns and Burnam	b. POINT OF CONTACT NAME Todd Patrick	c. POINT OF CONTACT TELEPHONE NUMBER (904) 641-2055
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24. BRIEF DESCRIPTION OF PROJECT AND RELEVANCE TO THIS CONTRACT *(Include scope, size, and cost)*


Our scope of work included layout staking for clearing limits, silt fencing, and pond construction, as well as establishing site control for GPS-guided machinery. We also conducted post-grading topographic surveys and provided as-built reviews and certifications. Through our efficient pre-calculated layout process and daily field reporting, we ensured precise and timely support throughout the project's development.

By facilitating the foundational development of Parcel 4B, Alliant is helping advance Wildlight's mission to create a community that blends diverse housing, integrated amenities, and preserved natural spaces—setting a new benchmark for thoughtful, long-term regional growth.

Wildlight is a 24,000-acre master-planned community in Nassau County, Florida designed to harmonize modern living with natural surroundings.

With over 7,000 acres dedicated to conservation and plans for more than 20,000 homes, Wildlight is poised to evolve over the coming decades into a vibrant, sustainable town. Alliant is proud to support this long-term vision by providing professional surveying services for Parcel 4B—an essential component of Wildlight's ongoing expansion.


25. FIRMS FROM SECTION C INVOLVED WITH THIS PROJECT

(1) FIRM NAME	(2) FIRM LOCATION <i>(City and State)</i>	(3) ROLE
a. Alliant Engineering, Inc.	Jacksonville, FL	Land Survey

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

 20. EXAMPLE PROJECT KEY NUMBER
 4

21. TITLE AND LOCATION <i>(City and State)</i> ADVENTHEALTH, PALM COAST, FL	22. YEAR COMPLETED	
	PROFESSIONAL SERVICES 2022	CONSTRUCTION <i>(If applicable)</i>

23. PROJECT OWNER'S INFORMATION

a. PROJECT OWNER HuntonBrady Architects	b. POINT OF CONTACT NAME Christopher Dunlop, AIA, ACHA	c. POINT OF CONTACT TELEPHONE NUMBER (407) 839-0886
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 24. BRIEF DESCRIPTION OF PROJECT AND RELEVANCE TO THIS CONTRACT *(Include scope, size, and cost)*

SERVICES

CIVIL ENGINEERING

CONSTRUCTION SERVICES

LAND SURVEY

TRAFFIC ENGINEERING
ADDITIONAL SERVICES

- Construction Engineering / Administration
- Construction Inspection
- Environmental Permits
- ADA Design
- Survey – Existing Conditions Survey
- Survey – ALTA Survey
- Traffic Operations – Traffic Impact Study

Alliant provided comprehensive civil engineering design, permitting, and coordination services for a new 100-bed hospital and medical office building located at the intersection of Palm Coast Parkway and Bridgehaven Drive.

Our scope included site planning, stormwater and utility design, erosion control measures, and off-site roadway improvements. Alliant also led the completion of the traffic impact study and coordinated closely with Florida Power & Light and other subconsultants to finalize construction documents.

25. FIRMS FROM SECTION C INVOLVED WITH THIS PROJECT

(1) FIRM NAME	(2) FIRM LOCATION <i>(City and State)</i>	(3) ROLE
a. Alliant Engineering, Inc.	Jacksonville, FL	Project Engineer, Land Survey

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

 20. EXAMPLE PROJECT KEY NUMBER
 5

21. TITLE AND LOCATION <i>(City and State)</i> HILLSBOROUGH COUNTY EMERGENCY VEHICLE PREEMPTION, TAMPA BAY, FL	22. YEAR COMPLETED	
	PROFESSIONAL SERVICES 2025	CONSTRUCTION <i>(If applicable)</i>

23. PROJECT OWNER'S INFORMATION

a. PROJECT OWNER Hillsborough County, FL	b. POINT OF CONTACT NAME Scott Stromer	c. POINT OF CONTACT TELEPHONE NUMBER (813) 635-5400
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 24. BRIEF DESCRIPTION OF PROJECT AND RELEVANCE TO THIS CONTRACT *(Include scope, size, and cost)*


Alliant played a key role in bringing Saddlebrook Landings to life, a 216-unit apartment community nestled along Normandy Boulevard in Jacksonville, Florida.

Alliant provided civil site engineering, surveying, and permitting services for the phased development of this growing community. Our team led the preparation of final construction documents, including grading, utility design, stormwater management, and erosion control plans, while also offering construction administration support throughout the project.

We coordinated with multiple agencies to secure the necessary permits, including the City of Jacksonville, FDOT, SJRWMD, and FDEP, as well as with landscape and irrigation consultants to ensure a cohesive site design. With a focus on both current infrastructure needs and long-term growth, Alliant's work is helping shape a thriving residential hub in one of Florida's fastest-growing regions.

25. FIRMS FROM SECTION C INVOLVED WITH THIS PROJECT

	(1) FIRM NAME	(2) FIRM LOCATION <i>(City and State)</i>	(3) ROLE
a.	Alliant Engineering, Inc.	Tampa, FL	Traffic Engineer

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

 20. EXAMPLE PROJECT KEY NUMBER
 6

21. TITLE AND LOCATION <i>(City and State)</i> SADDLEBROOK LANDINGS APARTMENT COMMUNITY, JACKSONVILLE, FL	22. YEAR COMPLETED	
	PROFESSIONAL SERVICES 2020	CONSTRUCTION <i>(If applicable)</i>

23. PROJECT OWNER'S INFORMATION

a. PROJECT OWNER Landings Real Estate Group	b. POINT OF CONTACT NAME Chris Bicho	c. POINT OF CONTACT TELEPHONE NUMBER (401) 845-2200
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 24. BRIEF DESCRIPTION OF PROJECT AND RELEVANCE TO THIS CONTRACT *(Include scope, size, and cost)*

Alliant played a key role in bringing Saddlebrook Landings to life, a 216-unit apartment community nestled along Normandy Boulevard in Jacksonville, Florida.

Alliant provided civil site engineering, surveying, and permitting services for the phased development of this growing community. Our team led the preparation of final construction documents, including grading, utility design, stormwater management, and erosion control plans, while also offering construction administration support throughout the project.

We coordinated with multiple agencies to secure the necessary permits, including the City of Jacksonville, FDOT, SJRWMD, and FDEP, as well as with landscape and irrigation consultants to ensure a cohesive site design. With a focus on both current infrastructure needs and long-term growth, Alliant's work is helping shape a thriving residential hub in one of Florida's fastest-growing regions.



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

 20. EXAMPLE PROJECT KEY NUMBER
7

21. TITLE AND LOCATION <i>(City and State)</i> WHITEVIEW VILLAGE SUBDIVISION, PALM COAST, FL	22. YEAR COMPLETED	
	PROFESSIONAL SERVICES 2020	CONSTRUCTION <i>(If applicable)</i>

23. PROJECT OWNER'S INFORMATION

a. PROJECT OWNER City of Bunnell, FL	b. POINT OF CONTACT NAME Dustin Vost, Infrastructure Director	c. POINT OF CONTACT TELEPHONE NUMBER (386) 437-7515
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 24. BRIEF DESCRIPTION OF PROJECT AND RELEVANCE TO THIS CONTRACT *(Include scope, size, and cost)*

Located in Palm Coast, Florida, Whiteview Village provides housing for 202 families and features community amenities including a pool, cabana, and kayak launch—perfectly suited for Florida's sunny climate.

Alliant played a key role in bringing this commuter-friendly neighborhood to life. The project's success was driven by strong collaboration and partnerships across disciplines, showcasing how Alliant delivers value through integrated design, coordination, and a commitment to community-focused development.



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

 20. EXAMPLE PROJECT KEY NUMBER
 8

21. TITLE AND LOCATION <i>(City and State)</i> TALLAHASSEE MEMORIAL HEALTHCARE CAMPUS EXPANSION TO PANAMA CITY BEACH, FL	22. YEAR COMPLETED	
	PROFESSIONAL SERVICES 2022	CONSTRUCTION <i>(If applicable)</i>

23. PROJECT OWNER'S INFORMATION

a. PROJECT OWNER Panama City Beach, FL	b. POINT OF CONTACT NAME Dan Velazquez	c. POINT OF CONTACT TELEPHONE NUMBER (866) 417-7133
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24. BRIEF DESCRIPTION OF PROJECT AND RELEVANCE TO THIS CONTRACT *(Include scope, size, and cost)*

In response to the rapid population growth in Panama City Beach and the surrounding Bay County area, Tallahassee Memorial Healthcare, the Florida State University College of Medicine, and The St. Joe Company have partnered to develop a state-of-the-art medical campus on approximately 87 acres in Panama City Beach.

The project is being developed in phases, with plans to ultimately include a 500-bed hospital and a variety of ancillary medical facilities. Phase I features a master plan for a four-story, 60,000-square-foot medical office building designed to provide primary and urgent care services, with future potential for orthopedic, cardiology, and surgical specialties.

As the civil engineer for the project, Alliant's master planning effort integrates long-term considerations, including roadway expansion and projected growth over the next 10 to 30 years. Particular attention has been given to access, site circulation, and wayfinding—factors that are essential to enhancing the overall patient and visitor experience.

The planning process prioritizes all sensory elements of the user journey—from initial campus visibility and arrival to ease of departure after each visit. In addition, the design responds to the vibrant bicycle and pedestrian activity in Panama City Beach and the critical need for efficient emergency vehicle access. These considerations will help shape a welcoming, accessible, and future-ready corridor as the campus expands to serve the evolving needs of the community.


25. FIRMS FROM SECTION C INVOLVED WITH THIS PROJECT

(1) FIRM NAME	(2) FIRM LOCATION <i>(City and State)</i>	(3) ROLE
a. Alliant Engineering, Inc.	Jacksonville, FL	Project Engineer, Land Survey

F. EXAMPLE PROJECTS WHICH BEST ILLUSTRATE PROPOSED TEAM'S QUALIFICATIONS FOR THIS CONTRACT <i>(Present as many projects as requested by the agency, or 10 projects, if not specified. Complete one Section F for each project.)</i>	20. EXAMPLE PROJECT KEY NUMBER 9
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21. TITLE AND LOCATION <i>(City and State)</i> RIVERFRONT PLAZA, JACKSONVILLE, FL	22. YEAR COMPLETED	
	PROFESSIONAL SERVICES 2024	CONSTRUCTION <i>(If applicable)</i>

23. PROJECT OWNER'S INFORMATION

a. PROJECT OWNER City of Jacksonville, FL	b. POINT OF CONTACT NAME Debbie Carter, Project Manager	c. POINT OF CONTACT TELEPHONE NUMBER (904) 574-9000
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24. BRIEF DESCRIPTION OF PROJECT AND RELEVANCE TO THIS CONTRACT *(Include scope, size, and cost)*


A NEW DAY.



As part of the City of Jacksonville's ambitious redevelopment initiative, Riverfront Plaza is emerging as a vibrant waterfront destination that celebrates the city's connection to the St. Johns River. The project envisions expansive open parkland, immersive public art, versatile event spaces, and seamless pedestrian access—all designed to create lasting value for residents and visitors alike.

Alliant is proud to support this transformative effort by providing precise and responsive professional surveying services. Our team is responsible for layout staking, the preparation of as-built documentation, and daily field reporting to ensure clarity, accuracy, and compliance. By working in close coordination with contractors and city staff, we help bring the vision of Riverfront Plaza to life with the precision and care it deserves.

This is more than construction—it's community building, placemaking, and a bold step toward redefining Jacksonville's downtown riverfront.

Once complete, the new healthcare campus will significantly enhance access to medical care for the region's growing population.

25. FIRMS FROM SECTION C INVOLVED WITH THIS PROJECT

(1) FIRM NAME	(2) FIRM LOCATION <i>(City and State)</i>	(3) ROLE
a. Alliant Engineering, Inc.	Jacksonville, FL	Land Survey

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

 20. EXAMPLE PROJECT KEY NUMBER
 10

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

REVERIE AT PALM COAST, PALM COAST, FL

22. YEAR COMPLETED

 PROFESSIONAL SERVICES
 2024

 CONSTRUCTION *(If applicable)*
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)*

Alliant serves as the Engineer of Record for the full design and permitting of a 421-home residential subdivision developed under a Community Development District (CDD). The scope includes comprehensive oversight and execution of all engineering design elements, from initial planning through final construction documentation. Alliant also prepared and submitted the Certified Engineer's Report, which included detailed cost estimating to support the CDD bond issuance process.



25. FIRMS FROM SECTION C INVOLVED WITH THIS PROJECT

(1) FIRM NAME	(2) FIRM LOCATION <i>(City and State)</i>	(3) ROLE
a. Alliant Engineering, Inc.	Jacksonville, FL	Project Engineer

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

 20. EXAMPLE PROJECT KEY NUMBER
 11

21. TITLE AND LOCATION <i>(City and State)</i> SWEETGRASS APARTMENTS, PHASE 1, ENHANCED LANDSCAPE ST MARY'S, GA	22. YEAR COMPLETED	
	PROFESSIONAL SERVICES 2022	CONSTRUCTION <i>(If applicable)</i>

23. PROJECT OWNER'S INFORMATION

a. PROJECT OWNER Sweetgrass Acquisition, LLC	b. POINT OF CONTACT NAME Jeff Klotz, Manager	c. POINT OF CONTACT TELEPHONE NUMBER (904) 247-5334
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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. The community will include 312 Class A multifamily units, 194 townhomes, 143 single-family homes, and 212,600 SF of commercial space. Designed as a walkable, mixed-use neighborhood, Sweetgrass will ultimately be home to approximately 650 families and feature integrated opportunities for housing, employment, shopping, recreation, and civic life.

Alliant's team provided comprehensive project management services in collaboration with the client, architect, and interior designer. Scope of work included enhanced landscape architecture and irrigation design, neighborhood entry monument and security gate, site civil design and permitting, and site electrical engineering (managed subconsultant). The amenity package included the clubhouse and pool deck, outdoor kitchen, shade structures, dog park, mail kiosk, and associated hardscape elements, contributing to a vibrant and functional community environment.

25. FIRMS FROM SECTION C INVOLVED WITH THIS PROJECT

(1) FIRM NAME	(2) FIRM LOCATION <i>(City and State)</i>	(3) ROLE
a. Alliant Engineering, Inc.	Jacksonville, FL	Project Engineer

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

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

20. EXAMPLE PROJECT KEY NUMBER
12

21. TITLE AND LOCATION <i>(City and State)</i> TROUT CREEK COMMUNITY DEVELOPMENT DISTRICT, ST. JOHNS, FL	22. YEAR COMPLETED	
	PROFESSIONAL SERVICES 2023	CONSTRUCTION <i>(If applicable)</i>

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



ECS Florida, LLC completed an Arboriculture Assessment for the landscape and tree decline predominantly live oaks with a few magnolias. ECS understood the trees started to decline approximately two years after they were planted. The scope of work included assessing the current condition of landscaping trees along Shearwater Parkway to determine whether conditions required removal and recommend 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
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F. EXAMPLE PROJECTS WHICH BEST ILLUSTRATE PROPOSED TEAM'S QUALIFICATIONS FOR THIS CONTRACT
(Present as many projects as requested by the agency, or 10 projects, if not specified. Complete one Section F for each project.)

20. EXAMPLE PROJECT KEY NUMBER

11

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

SAWMILL BRANCH ROUNDABOUT, PALM COAST, FL

22. YEAR COMPLETED

 PROFESSIONAL SERVICES
2023

 CONSTRUCTION *(If applicable)*
23. PROJECT OWNER'S INFORMATION

a. PROJECT OWNER

D.R. Horton, Inc.

b. POINT OF CONTACT NAME

Shane Ricci

c. POINT OF CONTACT TELEPHONE NUMBER

(952) 985-7272

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


Collaboration is at the heart of Alliant's success, and the US 1 & N Old Kings Street and Sawmill Development project is a prime example of that principle in action.

Working seamlessly across disciplines, our team delivered comprehensive design and permitting services in close coordination with FDOT and key project stakeholders. While guiding the transportation improvements through every phase, we simultaneously supported the development of Sawmill Branch—an exciting new residential community featuring 1,000 homes, a community pool, clubhouse, dog park, and playground.

This project exemplifies Alliant's commitment to building better communities through integrated infrastructure and thoughtful design.

25. FIRMS FROM SECTION C INVOLVED WITH THIS PROJECT

(1) FIRM NAME	(2) FIRM LOCATION <i>(City and State)</i>	(3) ROLE
a. Alliant Engineering, Inc.	Jacksonville, FL	Project Engineer, Land Survey

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

 20. EXAMPLE PROJECT KEY NUMBER
 12

21. TITLE AND LOCATION <i>(City and State)</i> SHADOWCREST AT ROLLING HILLS, PH. 3B & 3C, GREEN COVE SPRINGS, FL	22. YEAR COMPLETED	
	PROFESSIONAL SERVICES 2022	CONSTRUCTION <i>(If applicable)</i>

23. PROJECT OWNER'S INFORMATION

a. PROJECT OWNER Shadow Crest at Rolling Hills CDD	b. POINT OF CONTACT NAME Marilee Giles	c. POINT OF CONTACT TELEPHONE NUMBER (904) 940-5850 Ext. 412
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 24. BRIEF DESCRIPTION OF PROJECT AND RELEVANCE TO THIS CONTRACT *(Include scope, size, and cost)*


Mr. Schofield served as the District Engineer and Engineer of Record for a CDD infrastructure project supporting a 247-lot single-family platted phase. The project was funded through a bond issuance and required seamless coordination with the primary CDD Engineer responsible for the adjacent Shadow Crest phase, which was under concurrent construction. Monthly board meetings were attended jointly to provide updates on each respective phase.

Shadow Crest included construction of a lift station designed to receive effluent from both developments. Mr. Schofield facilitated the acquisition of electrical and landscape maintenance easements and conducted detailed reviews of contractor, vendor, and supplier invoices and pay requests to ensure the proper use of bond proceeds. His responsibilities also included cost estimating and preparation of the Engineer's Report for the full planned build-out of the Shadow Crest phase.

25. FIRMS FROM SECTION C INVOLVED WITH THIS PROJECT

(1) FIRM NAME	(2) FIRM LOCATION <i>(City and State)</i>	(3) ROLE
a. Alliant Engineering, Inc.	Jacksonville, FL	Project Engineer, Land Survey

G. KEY PERSONNEL PARTICIPATION IN EXAMPLE PROJECTS

26. NAMES OF KEY PERSONNEL <i>(From Section E, Block 12)</i>	27. ROLE IN THIS CONTRACT <i>(From Section E, Block 13)</i>	28. EXAMPLE PROJECTS LISTED IN SECTION F <i>(Fill in "Example Projects Key" section below before completing table. Place "X" under project key number for participation in same or similar role.)</i>													
		1	2	3	4	5	6	7	8	9	10	11	12	13	14
David R. Landing, PE	Civil Engineering														
Andrew Mansen, PE	Civil Engineering	X	X				X		X						
Joseph Schofield, PE	Civil Engineering	X	X	X			X		X		X		X		X
Adam Oestman, PE	Production Manager			X	X		X	X			X		X		X
Curt Wimpée, PE	Civil Engineering			X	X			X			X				
Ashley Rivera	Landscape Architecture	X		X				X			X	X			X
Clayton Walley, L.S.	Survey	X		X			X	X		X		X		X	X

29. EXAMPLE PROJECTS KEY

NO.	TITLE OF EXAMPLE PROJECT <i>(From Section F)</i>	NO.	TITLE OF EXAMPLE PROJECT <i>(From Section F)</i>
1.	Anabelle Island	8.	Tallahassee Memorial Healthcare Campus Exp.
2.	Beachview Cove	9.	Riverfront Jax
3.	Wildlight Community	10.	Spring Lake Subdivision
4.	AdventHealth	11.	Sweetgrass Multi-Family
5.	Hillsborough County EVP	12.	Trout Creek Community Development District
6.	Saddlebrook Landings	13.	Sawmill Branch Roundabout
7.	Whiteview Subdivision	14.	Rolling Hills Community Development District

H. ADDITIONAL INFORMATION – PROJECT TEAM BIOS

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

DAVID R. LANDING, PE – CLIENT MANAGER


Mr. Landing is a Senior Civil Engineer with over 27 years' 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.

ANDREW MANSEN, PE – PROJECT MANAGER


Mr. Mansen is a Civil Engineer with 14 years of experience in civil design. He holds a Bachelor of Science in Civil Engineering from California State University, earned in 2011. Mr. Mansen has contributed to the design, review, and management of numerous public and private site development projects across California and Florida, bringing a solid foundation of technical knowledge and a collaborative approach to every project.

JOSEPH SCHOFIELD, PE – SENIOR CIVIL ENGINEER


Mr. Schofield is a Senior Engineer with over 21 years of experience in civil design and construction oversight. He has contributed design, review, and project management expertise to hundreds of public and private roadway and site development projects across the southeastern United States. Throughout his career, Mr. Schofield has collaborated with numerous state agencies and local municipalities to advance diverse infrastructure initiatives aimed at improving transportation systems nationwide. His extensive experience and commitment to delivering high-quality, community-focused solutions make him a valuable leader on any civil engineering project.

H. ADDITIONAL INFORMATION – PROJECT TEAM BIOS

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

CURT WIMPÉE, PE – SENIOR CIVIL ENGINEER

Mr. Wimpée brings 28 years of experience in municipal engineering, land development, and transportation. His expertise spans a wide range of projects, including localized and regional utility extensions, lift station design, roadway reconstructions for both municipalities and Departments of Transportation, new roadway development, maintenance of traffic (MOT) plans, signage and striping plans, concrete and asphalt pavement design, stormwater management systems, and regional drainage studies. He has also led engineering efforts for residential, mixed-use, and large-scale commercial developments. As Alliant’s Principal-in-Charge, Mr. Wimpée is committed to leading project design teams through clear communication, well-defined goals, and ongoing accountability. He also serves as a key liaison between district staff, permitting agencies, and the design team to ensure coordination, efficiency, and successful project delivery.


ADAM OESTMAN, PE – PRODUCTION MANAGER


Mr. Oestman brings over six years of experience in the design and construction of private infrastructure projects. His portfolio includes a wide range of commercial, medical, municipal, and residential developments. He has been involved in all phases of project delivery, including land acquisition, contract review, site assessment, land planning, development cost analysis, scheduling, regulatory approvals, preparation of contract documents, and construction administration. His comprehensive expertise ensures efficient and effective project execution from concept to completion.

**ASHLEY RIVERA
GRADUATE LANDSCAPE ARCHITECT**

Ms. Rivera is a skilled landscape designer with over three years of experience in land development, specializing in marketing graphics, renderings, planting design, and design standardization. With a natural artistic talent and a strong eye for detail, she creates efficient, sustainable outdoor spaces that foster meaningful connections to nature. Ashley is passionate about blending aesthetic vision with practical functionality to deliver thoughtful, innovative landscape solutions. Her work consistently reflects a commitment to sustainability, user experience, and the success of each project she supports.



H. ADDITIONAL INFORMATION – PROJECT TEAM BIOS

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

**CLAYTON WALLEY, L.S., PSM
VP FLORIDA LAND SURVEY**


Mr. Walley brings over 25 years of experience in land surveying across multiple states. His expertise includes large-scale boundary and topographic surveys, construction staking, and as-built surveys. Clayton is highly skilled in project management, GPS mission planning and execution, low-altitude UAV data acquisition, and CAD drafting. With a comprehensive understanding of both field and office operations, he plays a critical role in ensuring the accuracy, efficiency, and success of complex surveying projects.

JOE BRINSON, PWS – ENVIRONMENTAL SENIOR PROJECT MANAGER

Mr. Brinson brings over 26 years of experience in environmental consulting, with expertise in wetland permitting, protected species assessments, timber evaluations, greenbelt determinations, and arborist services. As a Senior Environmental Project Manager at ECS, he oversees all phases of environmental project execution, including proposal development, regulatory compliance (including SPEC/NPDES), budgeting, and reporting. His role involves direct client engagement, coordination of field activities, report preparation and review, as well as invoicing and business development. Mr. Brinson’s broad technical knowledge and leadership ensure efficient, compliant, and client-focused project delivery.

**BRETT H. HARBISON, PE – DIRECTOR OF TRANSPORTATION AND
GEOTECHNICAL SERVICES PRINCIPAL ENGINEER**

With over 18 years of experience in field operations, laboratory testing, and geotechnical analysis across Florida, Brett leads the complete geotechnical process—from drilling and sampling to laboratory testing and engineering analysis. He has managed geotechnical services for a wide range of Florida Department of Transportation (FDOT) projects, utilizing both Design-Bid-Build and Design-Build delivery methods. As a Certified SmartPile EDC system user, Brett has performed dynamic load testing on numerous pre-stressed, pre-cast concrete driven piles for bridge foundation projects throughout the state.

H. ADDITIONAL INFORMATION – LICENSURE & PREQUALIFICATIONS

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

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 in **Appendix A**.


FIRM LICENSURE AND PREQUALIFICATIONS

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 prior adverse decision or settlement relating to a violation of ethical standards.

OTSR

- ◆ 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, and Construction Surveying
- ◆ 8.4 – Right of Way Mapping

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

	November 21, 2025
31. SIGNATURE	32. DATE

Curt Wimpée, PE / Principal, VP Southeast Region

32. NAME AND TITLE

H. ADDITIONAL INFORMATION – CDD EXPERIENCE

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

Alliant’s Continued Growth in the Community Development District Segment:

Alliant Engineering, Inc. recognizes that Community Development Districts (CDDs) are special-purpose units of local government established to plan, finance, construct, and maintain public infrastructure within residential communities. These Districts play a vital role in supporting sustainable development and enhancing residents’ quality of life.

Over the past several years, Alliant has continued to expand its presence and reputation in the CDD sector, providing dependable engineering services across Florida. Below is a list of communities currently supported by Alliant:

District Name	Location	Year Alliant Became the District Engineer
Tison’s Landing	Duval County, Florida	2023
Ridgewood Trails	Clay County, Florida	2024
Oakleaf Town Center (OTC)	Clay County, Florida	2024
Bartram Park	Duval County, Florida	2024
The Trails	Duval County, Florida	2024
CrossCreek	Manatee County, Florida	2025
Glen St. Johns	Duval County, Florida	2025
Eagle Point CDD	Manatee County, Florida	2025

Our growth in this segment began with the successful partnership of Tison’s Landing in 2023, where we continue to provide comprehensive general engineering services to support infrastructure planning and development.

Building on this success, Alliant was selected in 2024 to serve several additional districts—expanding our footprint and reinforcing our reputation as a reliable and responsive engineering partner.

In 2025, this positive trajectory continues, as we remain committed to the thoughtful growth and improvement of each community we serve.

Across all engagements, Alliant delivers innovative, cost-effective, and sustainable engineering solutions while consistently exceeding client expectations. We are proud of the relationships we’ve built and look forward to supporting the ongoing success of these districts through collaborative planning and quality engineering.

VOLUME OF WORK PREVIOUSLY AWARDED BY THE DISTRICT: Alliant Engineering, Inc. has not previously performed work for this district.

H. ADDITIONAL INFORMATION

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

COMPREHENSIVE EXPERTISE AND PROVEN COMMITMENT

Alliant Engineering, Inc. delivers professional design and project management services across a broad spectrum of disciplines, including municipal infrastructure, land development, transportation, traffic engineering, landscape architecture, and surveying. Our foundation is a diverse, multidisciplinary team of talented professionals dedicated to delivering high-quality design, management, and construction services.

Founded in 1995, Alliant brings over 30 years of experience serving both public and private clients. Our collaborative, integrated management approach enables us to efficiently execute projects while maintaining an exceptional level of quality. We consistently add value by pairing unmatched civil engineering expertise with innovated, forward-thinking solutions.

In addition to our technical qualifications, we possess a deep understanding of the infrastructure challenges faced by smaller communities. The key staff proposed for this project are recognized experts in their fields and are well equipped to provide the ongoing engineering services required of a District Engineer.

Key Program – Level Roles: To ensure the successful delivery of services, Alliant provides structured program leadership supported by the following critical roles:

- ▶ **Client Manager / Project Lead:** Responsible for assembling tailored project teams, providing overall project insight, and serving as the primary point of contact for the District. David R. Landing, PE has been selected as Client Manger due to his 28 years of experience and deep understanding of Community Development District (CDD) project dynamics. David will attend district meetings (when necessary) and oversee both construction and engineering services.
- ▶ **Quality Management Oversight:** David will also ensure all team members are fully trained in Alliant’s Quality Management Process and that these protocols are rigorously applied across all individual projects.
- ▶ **Project Manager:** Tasked with assigning appropriate team members to individual work orders and ensuring consistency in formatting, deliverables, and technical standards across all projects. This role also serves as a key technical resource for the entire project team.

Our team is structured for agility and accountability, enabling us to execute work orders efficiently while ensuring high-quality, on-time delivery.


David R. Landing, PE
Client Manager

Andrew Mansen, PE
Project Manager

H. ADDITIONAL INFORMATION

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

Wide Range of Consulting Services

Spanning all facets of planning, design, and construction, Alliant’s diverse team of experts maximize value for both public and private clients and partners. Our services include:



CIVIL ENGINEERING



LAND SURVEY



INTELLIGENT TRANSPORTATION SYSTEMS



LANDSCAPE ARCHITECTURE



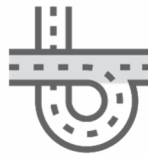
TRAFFIC ENGINEERING



TRANSPORTATION PLANNING



WATER RESOURCES



ROADWAY DESIGN



ALTERNATE DELIVERY



H. ADDITIONAL INFORMATION

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

RECENT, CURRENT, AND PROJECTED WORKLOADS

Alliant is dedicated to client satisfaction which means we must honor schedule commitments. To that 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, PE** 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 district. 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 district 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 now. 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 AND PERFORMANCE

The Alliant team has the experience and expertise required to provide high quality professional services to the district. We would be honored and excited to work with you on future projects as we have with several municipalities in the past including the following:

Alliant has been serving the southeast region from our Jacksonville, Florida office since 2015. During that time, we have partnered with cities throughout Florida to address civil engineering needs through on-going contracts. 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 to obtain over 2.5 million dollars in grant funding to develop their reclaim watermain infrastructure, alleviate stormwater flooding in low lying areas and cast in place (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 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.

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.

Exhibit 2 – Projected Schedule

Staff	20%				40%				60%				80%				100%			
Client Manager	Percent Committed												CDD				Excess Availability			
Project Manager	Percent Committed												CDD				Excess Availability			
Water Resources	Percent Committed												CDD				Excess Availability			
Professional Land Surveyor	Percent Committed												CDD				Excess Availability			
Roadway Design	Percent Committed												CDD				Excess Availability			
Construction and Inspection	Percent Committed												CDD				Excess Availability			
Contract Administration	Percent Committed												CDD				Excess Availability			

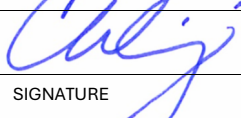
Percent Committed
 CDD
 Excess Availability

H. ADDITIONAL INFORMATION

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

ARCHITECT-ENGINEER QUALIFICATIONS				SOLICITATION NUMBER <i>(if any)</i>		
PART II – GENERAL QUALIFICATIONS <i>(if a firm has branch offices complete for each specific branch office seeking work.)</i>						
Alliant Engineering, Inc.				YEAR ESTABLISHED 1995	YEAR ESTABLISHED 41-1818046	
10475 Fortune Parkway, Suite 101				OWNERSHIP		
Jacksonville, Florida 32256				TYPE Corporation		
David R. Landing, PE, Client Manager				SMALL BUSINESS STATUS N/A		
(904) 513-3218		dlanding@alliant-inc.com		NAME OF FIRM Alliant Engineering, Inc.		
EMPLOYEES BY DISCIPLINE				PROFILE OF FIRM'S EXPERIENCE AND ANNUAL AVERAGE REVENUE FOR LAST 5 YEARS		
Function Code	Discipline	Number of Employees		Profile Code	Experience	Revenue Index Number
		Firm	Branch			
02	Administrative	18	3	E10	Environmental & Natural Resource Map	4
08	CAD Technician	12	2	H07	Highways	8
12	Civil Engineer	55	9	H11	Housing	7
15	Construction Inspection	5	0	104	ITS	4
16	Construction Manager	1	0	L03	Landscape Architecture	6
23	Environmental Scientist	2	0	P05	Planning	5
38	Land Surveyor	21	21	S09	Structural Design	4
39	Landscape Architect	6	1	S10	Surveying	7
47	Planner	2	0	T03	Traffic & Transportation Engineering	7
57	Structural Engineer	2	0			
60	Transportation Engineer	61	1			
62	Water Resources Engineer	3	0			
TOTAL:		188	37			
ANNUAL AVERAGE PROFESSIONAL SERVICES REVENUES OF FIRM FOR LAST 3 YEARS (Insert revenue index number as shown at right)				PROFESSIONAL SERVICES REVENUE INDEX NUMBER		
a. Federal Work	1	1. Less than \$100,000		6. \$2 million to less than \$5 million		
b. Non-Federal Work	9	2. \$100,000 to less than \$250,000		7. \$5 million to less than \$10 million		
c. Total Work	9	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		

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

	November 24, 2025
33. SIGNATURE	32. DATE

Curt Wimpée, PE / Principal, VP Southeast Region

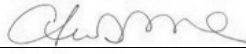
34. NAME AND TITLE

H. ADDITIONAL INFORMATION

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

ARCHITECT-ENGINEER QUALIFICATIONS				SOLICITATION NUMBER <i>(if any)</i>		
PART II – GENERAL QUALIFICATIONS <i>(if a firm has branch offices complete for each specific branch office seeking work.)</i>						
Meskel & Associates Engineering, PLLC				YEAR ESTABLISHED 2008		YEAR ESTABLISHED DVZYP4E9Q3L8
3728 Philips Highway, Suite 208				OWNERSHIP		
Jacksonville, Florida 32207				TYPE S-Corporation		
Antoinette D. Meskel, PE, President, Principal Engineer				SMALL BUSINESS STATUS WOSB, SB, DBE: NAICS 541330, 541380, 541920		
(904) 519-6990		tina@meskelengineering.com		NAME OF FIRM		
EMPLOYEES BY DISCIPLINE				PROFILE OF FIRM'S EXPERIENCE AND ANNUAL AVERAGE REVENUE FOR LAST 5 YEARS		
Function Code	Discipline	Number of Employees		Profile Code	Experience	Revenue Index Number
		Firm	Branch			
02	Administrative	6		E02	Education Facilities, Classrooms	0.5
08	CAD Technician	1		E09	Environmental Impact Studies & Assessments	0.5
15	Construction Inspector	5		E12	Environmental Remediation	0.5
27/55	Foundation/Geotechnical Engineer	7		E13	Environmental Testing & Analysis	0.5
30	Geologist	1		H07	Highways, Streets, Airfield Paving, & Parking Lots	3
48	Project Engineers	5		O01	Office Buildings & Industrial Parks	0.5
58	Technician/Analyst	6		P12	Power Generation, Transmission, & Distribution	0.5
	Engineering Intern	2		R04	Recreation Facilities (Parks, Marinas, Etc.)	1.5
	Drillers	8		S04	Sewage Collection, Treatment & Disposal	1
				S05	Soils, Geotechnical Studies, & Foundations	4
				S07	Solid Wastes, Incineration, Landfill	1
				T02	Testing & Inspection Services	3
				W02	Water Resources, Hydrology, Ground Water	1
				W03	Water Supply, Treatment & Distribution	2
TOTAL:				41		
ANNUAL AVERAGE PROFESSIONAL SERVICES REVENUES OF FIRM FOR LAST 3 YEARS <i>(Insert revenue index number as shown at right)</i>				PROFESSIONAL SERVICES REVENUE INDEX NUMBER		
d. Federal Work	4	1. Less than \$100,000		6. \$2 million to less than \$5 million		
2. Non-Federal Work	7	2. \$100,000 to less than \$250,000		7. \$5 million to less than \$10 million		
3. Total Work	7	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		

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

	November 24, 2025
35. SIGNATURE	32. DATE

Antoinette D. Meskel, PE, President, Principal Engineer


36. NAME AND TITLE

H. ADDITIONAL INFORMATION

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

ARCHITECT-ENGINEER QUALIFICATIONS				SOLICITATION NUMBER (if any)		
PART II – GENERAL QUALIFICATIONS <i>(if a firm has branch offices complete for each specific branch office seeking work.)</i>						
ECS Florida, LLC				YEAR ESTABLISHED 2017	YEAR ESTABLISHED MNVJKQ85HFG3	
11554 Davis Creek Court				OWNERSHIP		
Jacksonville, Florida 32256				TYPE Limited Liability Company		
Rey Ruiz, PE, SI – Branch Manager				SMALL BUSINESS STATUS N/A		
(904) 519-6990		tina@meskelengineering.com		NAME OF FIRM ECS Florida, LLC		
EMPLOYEES BY DISCIPLINE				PROFILE OF FIRM'S EXPERIENCE AND ANNUAL AVERAGE REVENUE FOR LAST 5 YEARS		
Function Code	Discipline	Number of Employees		Profile Code	Experience	Revenue Index Number
		Firm	Branch			
02	Administrative	33	6	H11	Housing (Residential, Multi-Family, Apts., Condos)	8
06	Architect	2		H07	Highways, Streets, Airfield Paving, Parking Lots	7
08	CAD Technician	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
	Hydrologist			101	Industrial Buildings, Manufacturing Plants	4
36	Industrial Hygiene			E02	Schools & Universities	4
	Lab Technician	14	4	A06	Airports, Terminals & Hangers, Freight Handling	4
	Professional Engineer	25	6	H09	Hospitals & Medical Facilities	4
48	Project Manager	59	25	P02	Petroleum & Fuel (Storage & Distribution)	3
	Soils Engineer			R02	Recreation Facilities (Parks, Marinas, Etc.)	3
				D07	Dining Halls, Clubs, Restaurants	3
				E12	Environmental Remediation	3
				S13	Stormwater Handling & Facilities	3
				H06	Highrise, Air-Rights-Type Buildings	3
				W03	Water Supply, Treatment & Distribution	3
TOTAL:		294	77			
ANNUAL AVERAGE PROFESSIONAL SERVICES REVENUES OF FIRM FOR LAST 3 YEARS <i>(Insert revenue index number as shown at right)</i>				PROFESSIONAL SERVICES REVENUE INDEX NUMBER		
e. Federal Work	3	1. Less than \$100,000		6. \$2 million to less than \$5 million		
f. Non-Federal Work	9	2. \$100,000 to less than \$250,000		7. \$5 million to less than \$10 million		
g. Total Work	9	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		

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

 37. SIGNATURE	November 24, 2025 32. DATE
Rey Ruiz, PE, SI-Branch Manager 38. NAME AND TITLE	

APPENDIX A FORMS, LICENSES, AND CERTIFICATIONS

ALLIANT ENGINEERING, INC.

November 24, 2025



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



Office of Supplier Diversity
4050 Esplanade Way, Suite 380
Tallahassee, FL 32399
850-487-0915
www.dms.myflorida.com/osd

Ron DeSantis, Governor
Melanie S. Griffin, Secretary



STATE OF FLORIDA
DEPARTMENT OF BUSINESS AND PROFESSIONAL REGULATION
BOARD OF PROFESSIONAL ENGINEERS

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

LANDING, DAVID REED
3072 GOLDEN POND BLVD
ORANGE PARK FL 32073

LICENSE NUMBER: PE80483
EXPIRATION DATE: FEBRUARY 28, 2027
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Melanie S. Griffin, Secretary



STATE OF FLORIDA
DEPARTMENT OF BUSINESS AND PROFESSIONAL REGULATION
BOARD OF PROFESSIONAL ENGINEERS

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MANSEN, ANDREW MORGAN
4575 GOLF BROOK ROAD
ORANGE PARK FL 32065

LICENSE NUMBER: PE91277
EXPIRATION DATE: FEBRUARY 28, 2027
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BOARD OF PROFESSIONAL ENGINEERS

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WIMPEE, CURTIS MARCEL
11410 WILDECROFT TERRACE
JACKSONVILLE FL 32223

LICENSE NUMBER: PE79764
EXPIRATION DATE: FEBRUARY 28, 2027
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DEPARTMENT OF BUSINESS AND PROFESSIONAL REGULATION
BOARD OF PROFESSIONAL ENGINEERS

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SCHOFIELD, JOSEPH RYAN
10475 FORTUNE PKWY.
SUITE 101
JACKSONVILLE FL 32256

LICENSE NUMBER: PE69219
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STATE OF FLORIDA
DEPARTMENT OF BUSINESS AND PROFESSIONAL REGULATION
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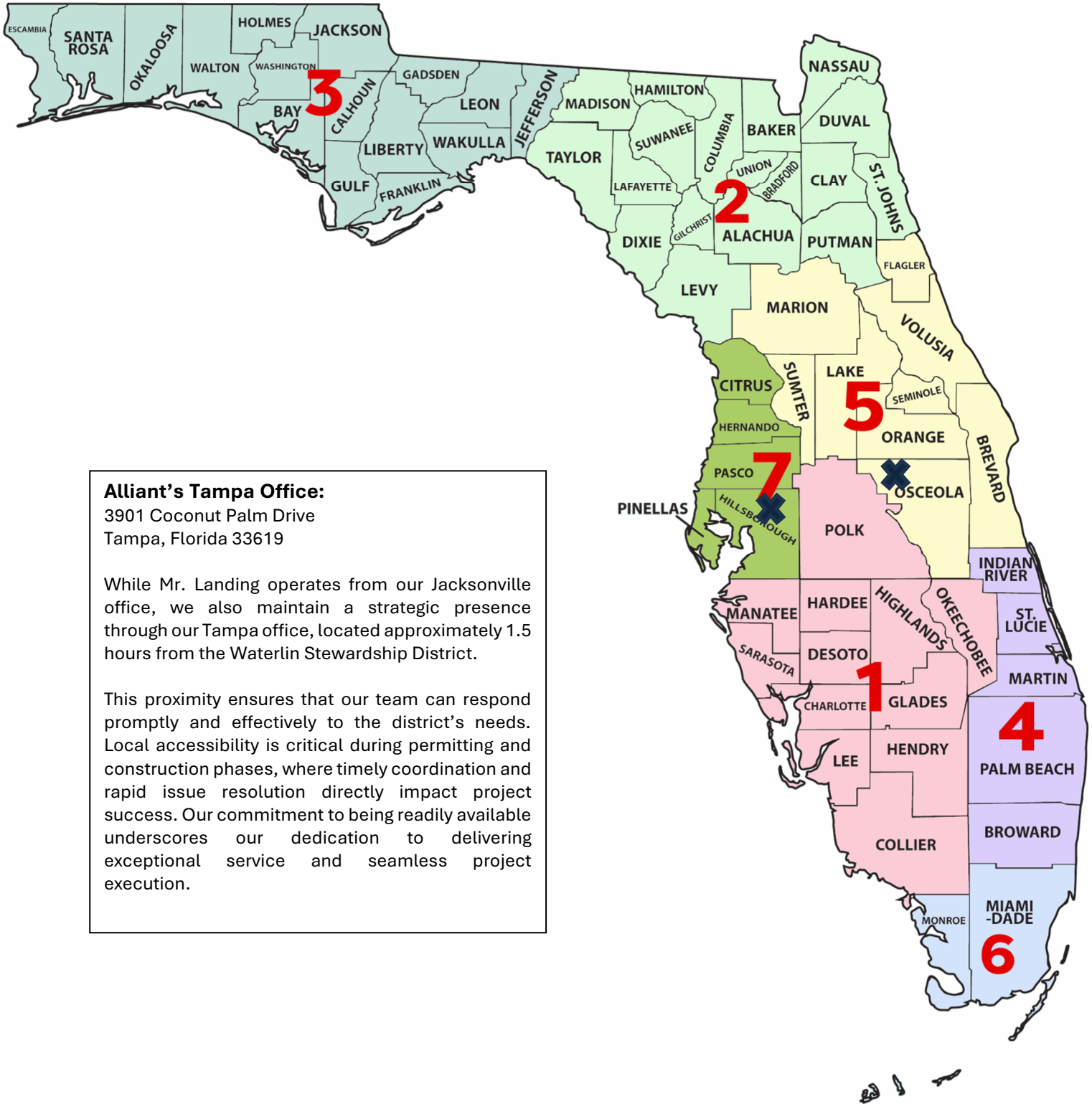
OESTMAN, ADAM VIKTOR
12844 BEAUBIEN RD
JACKSONVILLE FL 32258

LICENSE NUMBER: PE98440
EXPIRATION DATE: FEBRUARY 28, 2027
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Exhibit 3 – Location Map



Alliant's Tampa Office:
 3901 Coconut Palm Drive
 Tampa, Florida 33619

While Mr. Landing operates from our Jacksonville office, we also maintain a strategic presence through our Tampa office, located approximately 1.5 hours from the Waterlin Stewardship District.

This proximity ensures that our team can respond promptly and effectively to the district's needs. Local accessibility is critical during permitting and construction phases, where timely coordination and rapid issue resolution directly impact project success. Our commitment to being readily available underscores our dedication to delivering exceptional service and seamless project execution.

STATEMENT OF QUALIFICATIONS FOR WATERLIN STEWARDSHIP DISTRICT

November 24, 2025



Tampa Office (Headquarters)
5904-A Hampton Oaks Parkway
Tampa, FL 33610
Ph: (813) 253-5311

Orlando Office
6675 Westwood Blvd. Ste 350
Orlando, FL 32821
Ph: (321) 559-8521

Emerald Coast Office
2211 S. Highway 77. Ste 206
Lynn Haven, FL 32444
Ph: (850) 387-1510

The Waterlin Stewardship District (District) is seeking qualified consulting firms to provide District Engineer services on a continuing basis for the District's stormwater management system, landscaping improvements, utilities, roadway improvements, and other public improvements authorized by Chapter 2025-238, Laws of Florida. We understand the types of projects the District is likely to undertake may include planning, preparing reports and plans, infrastructure design and permitting, project coordination, landscape architecture and construction engineering and inspections for the District. We understand that cooperation and coordination with District staff, other consultants, and District residents while providing services supporting such projects is paramount to the success of those projects as well. Our mission is to develop engineering solutions that incorporate the vision of our clients. Our solutions are practical, economical and acceptable to governing agencies while protecting the health, safety and welfare of the public.

Company Overview

Heidt Design is a multi-disciplinary consulting firm that specializes in the planning and design of master planned communities throughout west central Florida. Heidt Design delivers comprehensive civil engineering services that include visioning, planning, engineering design and permitting, ecological permitting, landscape architecture, CDD engineering and construction engineering and inspection services. Located at 5904 Hampton Oaks Parkway, Suite A, in Tampa, Heidt Design has earned an excellent reputation, and counts among its staff some of the most respected engineering, environmental and planning professionals in the region. While not a minority business enterprise, the principals and associates of Heidt Design have built a reputation for leadership by creating innovative solutions to meet the complex and ever-changing needs of our clients – clients who demand designs that maximize functional efficiency, visual appeal and financial return. Every member of our team works together – pooling a wealth of resources to address challenges with a unified strategy. This results in the creation of unique, economically feasible projects that contribute value not only to the owner, but also to the community as a whole.

Heidt Design and its staff have extensive experience assisting in the creation of and the ongoing operation of over twenty (20) Community Development Districts (CDD) in eight different municipalities, including serving as the current Interim District Engineer for the Waterlin Stewardship District. As CDD engineers we have an understanding of how these districts are created and how they function on a daily basis. We've created Engineer's Reports, processed requisitions, coordinated construction and attended board meetings. We believe our abundance of experience with CDD's and at Waterlin makes us uniquely qualified for the services being sought through this RFQ. Below is a list of current and past CDD's for which Heidt Design is/was the District Engineer:

• K-Bar Ranch II CDD	• Long Lake Ranch CDD
• Easton Park CDD	• Westchase CDD
• Covington Park CDD	• Watergrass CDD I and II
• Belmont CDD	• Connerton West CDD
• FishHawk Ranch CDDs I, II, III and IV	• TSR CDD (Starkey Ranch)
• Stonebrier CDD	• Lakeshore Ranch CDD
• Cheval West CDD	• Woodlands CDD
• Park Place CDD	• Serenoa CDD
• La Collina CDD	• Cross Creek CDD
• Cresswind Deland CDD	• Stonegate Preserve CDD
• Tuscany Reserve CDD	• Parrish Plantation CDD
• Shores at Stillwater CDD	• Reagan Landing CDD

Personnel

Heidt Design is staffed with a team of highly qualified and experienced professionals. Heidt Design employs twelve (12) professional engineers, four (4) registered landscape architects and two (2) AICP certified planners. In addition to these professionals, the Heidt Design family includes an additional thirty-five (35) staff members who provide CAD, GIS, graphic arts, inspections and administrative support for our projects.

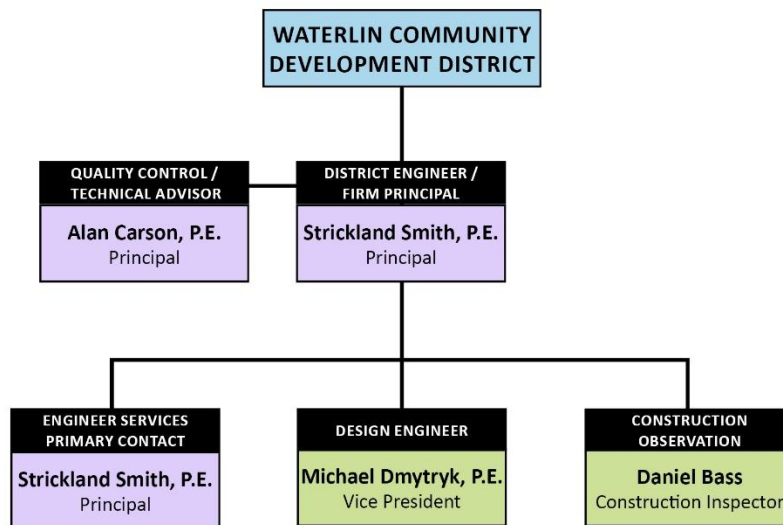
Specific to this RFQ, we have assembled a team of staff members who will be expressly available to respond to any requests for service from the District. As individual tasks require, additional staff will be incorporated into the team in order to provide timely support. The following is an organizational chart of the District team followed by brief biographies of key team members. As requested, Standard Form 330 resumes for each team member are also provided in Tab 3.

District Engineer and Principal in charge

Strickland T. Smith, P.E., the proposed District Engineer, has a B.S. in Civil Engineering from the University of Central Florida and over 30 years of experience designing and managing master planned communities throughout the west coast of Florida. Mr. Smith has served as CDD Engineer for multiple CDD’s across west and central Florida. Some of Strickland’s project management experience includes Waterlin in Osceola County, Cresswind Deland in the City of Deland, Sapphire Point in Lakewood Ranch, Manatee County, Vilano in Sarasota County, Harbor Isle in the City of Bradenton, Islandwalk in the City of North Port, Fishhawk Ranch and Westchase in Hillsborough County.

WATERLIN CDD DISTRICT ENGINEER PROJECT TEAM

ORGANIZATIONAL CHART



Quality Assurance/Quality Control & Technical Support

Alan Carson, P.E. will provide the District Engineer with engineering technical support and QA/QC oversight. Mr. Carson has over 25 years of experience and serves as an officer of Heidt Design. As Director of Engineering Design, Mr. Carson's responsibilities include oversight of all engineering design and plans production activities. He has successfully led both private and public project teams in Pasco, Polk, Osceola, Hillsborough, Hernando, Marion, Manatee, and Sarasota Counties and more. Mr. Carson has a B.S. Degree in Civil Engineering from Florida State University and a M.S. Degree in Engineering Management from the University of South Florida.

Mr. Carson's technical expertise includes developing, modeling, designing and permitting the stormwater management systems for large-scale developments. His expertise also includes regional and sub-regional watershed analyses in which basin models have not yet been developed by governing agencies.

Construction Management/Field Coordination

Mr. Daniel Bass will oversee the construction inspection services for District projects. Daniel brings more than 18 years of field experience to the team and is a FDEP NPDES Certified Stormwater Inspector. He has provided construction inspection services for many projects in Osceola, Volusia County, Pasco County, Polk County, and Hillsborough County.

The Heidt Design team takes pride in providing comprehensive, technically sound solutions to our clients' design, permitting and contract management challenges. We continue to work hard to perfect the reputation for quality design standards and responsiveness. Heidt Design's professional staff possesses the qualifications and experience to successfully meet any and all District engineering needs.

Project Experience

As previously mentioned, Heidt Design has a tremendous amount of experience working with both developers of large master planned communities and Community Development Districts associated with those communities. The complete resumes of our professionals include planning, design and management experience for over 40 projects that encompass 1000 acres or more. These projects inherently require services similar to those that may be requested by the District. We have included several examples of these projects in the Standard 330 forms attached however many more examples and references can be provided if so desired.

Services Provided

As one of the premier design firms in the Tampa Bay Area, Heidt Design provides an extensive list of services to their public and private clients. Please find a brief description of many of the services our firm provides below:

CDD District Engineer Services

As previously mentioned, Heidt Design has or is currently serving as the District Engineer for twenty (20) Community Development Districts. Services range from assisting with the establishment of the District to ongoing services on an as needed basis.

Our District Engineer Services include:

- Board of Supervisor meeting attendance & preparation of necessary reports
- Master Maintenance exhibits
- CDD Establishment Support
- Master Engineer's Report
- Bond Validation assistance
- Stormwater Collection & Treatment System Inspections
- Permitting through all regulatory agencies (local, state & federal)
- Preparation of requested Construction Drawings and Specification
- Requisition review
- Construction Certifications
- NPDES Permitting & Compliance
- Public Facilities Reports
- Stormwater System Monitoring & Maintenance Reports
- Bid package preparation

Engineering

The Heidt Design Team provides engineering design and consultation services to public and private sector clients from preliminary site evaluation to completion and acceptance of a project by regulatory agencies. Our mission is to develop engineering solutions that incorporate the vision of our clients' planning concepts. Our solutions are practical, economical and acceptable to governing agencies while protecting the health, safety and welfare of the public.

Our Design Services include:

- Regional Hydrological & Surface Water Studies
- Master Stormwater Planning & Design
- Master Wastewater Planning & Design
- Master Water Planning & Design
- Site Specific Infrastructure Design
- Stormwater Collection & Treatment Systems
- Water & Reclaimed Water Distribution Systems
- Wastewater Collection, Pump Station & Force Main Systems
- Roadway Intersection Improvements Design
- Residential Site Development
- Urban Infill & Retrofit Design
- Commercial Site Development
- Industrial Site Development
- Permitting through all regulatory agencies (local, state & federal)
- NPDES Permitting & Compliance

Construction Inspection

Heidt Design's Construction Inspection Department provides critical coordination between the client, the design engineer, the contractor, and governmental agencies. In addition, coordination with the team's construction staking crews ensures that our projects are closely monitored and that site-specific challenges are met with minimal delay. We stay current on all regulatory changes that impact the construction process and stay engaged with agency inspectors so we can facilitate the procedures for project inspection and close-out. We also maintain the following certifications:

- CTQP – Earthwork Construction Inspection Levels 1 & 2
- CTQP – Asphalt Paving Levels 1 & 2
- CTQP – Concrete Field Technician – Level 1
- ACI Concrete Field Testing Technician – Grade 1
- FDOT Concrete Field Inspector Specification
- Nuclear Radiation Safety Training
- FDEP NPDES Certified Stormwater Inspector
- HAZMAT Training

*CTQP is the FDOT Construction Training Qualification Program

Our Inspection Services include:

- Roadway Subgrade, Base, Curb & Asphalt Inspection
- Results Observation of Pressure Pipe Pressure Tests
- Lamping & Televising of Sanitary Sewer Lines
- Wastewater Pump Station Start-ups
- Review of Change Orders
- Review of Construction Progress Pay Requests
- Preparation & Processing of Record Drawings
- Review of Test Reports
- Punch-list & Final Inspections
- Review of Shop Drawings

Schedule and Budget

Heidt Design is sensitive to the fact that creating and meeting project schedules is critical to the overall success of a project. The District Engineer will be responsible for creating a project schedule that accounts for the essential items necessary to deliver the intended work product on time. For larger projects, the schedule will be developed utilizing Microsoft Project and will link dependent tasks such that the critical path tasks can be easily identified and tracked. The project schedule will be distributed to the client and all team members.

For all projects, Heidt Design uses two specific weekly staff meetings to assist project managers in allocating resources and to anticipate tasks with significant lead times such that schedules are not delayed. Project managers meet with design and permitting staff to discuss individual projects. Overall schedules are discussed and other team members are informed of upcoming needs and tasks they may be required to perform. The second staff meeting is held to assign resources to specific projects for the following week. Each staff member's work load is reviewed and adjustments are made if additional resources are needed to maintain a project's schedule.

Other meetings that are helpful in maintaining project schedules are pre-submittal conferences with agencies, internal pre-design meetings and regularly scheduled meetings with the client and other team members. Pre-submittal conferences are helpful in understanding the ground rules for the permitting of the project. Taking time to explain the details of a project to agency reviewers and having a clear understanding of their concerns and expectations goes a long way to minimize review comments and potential delays. Internal pre-design meetings allow time for the project team to discuss the project holistically and to ask questions of each other in order to ensure each team member has a clear understanding of the tasks at hand. The project schedule is discussed and milestone dates and deadlines are established. Regular team meetings with the client allow for the client to stay informed and up to date on the status of the project as well as to provide quality face to face time with the team to discuss important specifics that may need to be addressed.

Heidt Design incorporates a systematic quality assurance and quality control program intended to ensure the quality of all aspects of a project. The internal process employs senior staff not directly involved with the project to review and comment on the project as objectively as possible. Items are checked to

confirm that all reports, client recommendations, review comments and general design procedures have been accommodated. We recognize that when designs are properly reviewed and checked the result is an efficient design and a cost effective product on the ground which in turn helps projects come in on budget.

Another way Heidt Design works to help projects stay on budget is by performing a constructability review of our plans. This is a “third party review” in that in-house construction inspection personnel perform this review in conjunction with the production of material take-offs and estimated pricing. These members of the Heidt Design team are our eyes and ears in the field and provide the construction level detail and knowledge required to take the project from the engineering design to the finished product. The review of the project through the eyes of construction minded personnel allows Heidt Design to create a design product that is both easy to understand, favorable to bid and efficient to construct. This additional review results in fewer change orders and reduces the potential for costly time delays during construction.

While not every project for the District would require this level of effort, the process of identifying and allocating resources to meet the needs of the District to address issues as they arise is extremely important to the success of the District and the satisfaction of its residents. Heidt has the resources and processes in place to provide cost effective solutions in a timely manner to the District.

Workload

Heidt Design has capacity to work for the District. We are currently operating at 80% of our capacity and are projecting to operate at a similar capacity in the next year. Additionally, through the scheduling and staff resourcing efforts previously described and continuing to acquire outstanding talent, we are flexible to adjust resource allocations as needed to meet any given demand. We are confident we can effectively produce for the District.

E. RESUMES OF KEY PERSONNEL PROPOSED FOR THIS CONTRACT

(Complete one Section E for each key person.)

12. NAME Strickland T. Smith	13. ROLE IN THIS CONTRACT District Engineer and Principal in charge	14. YEARS EXPERIENCE	
		a. TOTAL 31	b. WITH CURRENT FIRM 15
15. FIRM NAME AND LOCATION <i>(City and State)</i> Heidt Design, LLC. Tampa, FL			
16. EDUCATION <i>(DEGREE AND SPECIALIZATION)</i> University of Central Florida Bachelor of Science in Civil Engineering		17. CURRENT PROFESSIONAL REGISTRATION <i>(STATE AND DISCIPLINE)</i> Florida Registered Professional Engineer No. 50652	
18. OTHER PROFESSIONAL QUALIFICATIONS <i>(Publications, Organizations, Training, Awards, etc.)</i> Tampa Bay Builders Association (TBBA), Manatee-Sarasota Building Industry Association (MSBIA)			

19. RELEVANT PROJECTS

(1) TITLE AND LOCATION <i>(City and State)</i>	(2) YEAR COMPLETED	
	PROFESSIONAL SERVICES	CONSTRUCTION <i>(If applicable)</i>
FishHawk Ranch West Phases 2, 3, 4, 5 and 6 Hillsborough County, FL	2011-2017	Complete
a. (3) BRIEF DESCRIPTION <i>(Brief scope, size, cost, etc.)</i> AND SPECIFIC ROLE Project manager and community development district (CDD) engineer for this 4,000 acres Development of Regional Impact (DRI) in eastern Hillsborough County. Responsible for the design and permitting of all components of the community including master roadways, utilities, and lot development. Handled all duties required of the CDD engineer during this time period.	<input checked="" type="checkbox"/> Check if project performed with current firm	
(1) TITLE AND LOCATION <i>(City and State)</i> Waterlin (fka Green Island Ranch), Osceola County, FL	Ongoing	Ongoing
b. (3) BRIEF DESCRIPTION <i>(Brief scope, size, cost, etc.)</i> AND SPECIFIC ROLE Project Manager responsible for the design and permitting of for several phases of a Master Planned Community consisting of 1,000 residential units and 2.5 miles of collector roadways.	<input checked="" type="checkbox"/> Check if project performed with current firm	
(1) TITLE AND LOCATION <i>(City and State)</i> Bournside Blvd. North Phase II and Bournside Blvd. South Phase I & II Manatee County, FL.	2016-2018	Ongoing
c. (3) BRIEF DESCRIPTION <i>(Brief scope, size, cost, etc.)</i> AND SPECIFIC ROLE Project Manager responsible for the design and permitting of approximately 2.2 miles of 4-lane collector road for the Lakewood Ranch Stewardship District.	<input checked="" type="checkbox"/> Check if project performed with current firm	
(1) TITLE AND LOCATION <i>(City and State)</i> Harbour Isle City of Bradenton, FL	2011-2019	On-going
d. (3) BRIEF DESCRIPTION <i>(Brief scope, size, cost, etc.)</i> AND SPECIFIC ROLE Project manager for this 686 unit master planned community on Perico Island in the City of Bradenton. Project consists of over 6,800 LF of collector road and master utilities including two lift stations. Project amenities include a ±18,000 SF Beach Club, two pools, pocket parks, and walking paths. A marina is currently being designed and permitted.	<input checked="" type="checkbox"/> Check if project performed with current firm	
(1) TITLE AND LOCATION <i>(City and State)</i> Solera at Lakewood Ranch Manatee County FL.	2017-2019	Ongoing
e. (3) BRIEF DESCRIPTION <i>(Brief scope, size, cost, etc.)</i> AND SPECIFIC ROLE Project manager for this 488 unit master planned community, including ± 31 acres of commercial uses, in Manatee County. Project includes 2,400 LF of collector roadways including turn lane improvements to US 301 and S.R. 62.	<input checked="" type="checkbox"/> Check if project performed with current firm	

E. RESUMES OF KEY PERSONNEL PROPOSED FOR THIS CONTRACT

(Complete one Section E for each key person.)

12. NAME	13. ROLE IN THIS CONTRACT	14. YEARS EXPERIENCE	
		a. TOTAL	b. WITH CURRENT FIRM

15. FIRM NAME AND LOCATION *(City and State)*

16. EDUCATION <i>(Degree and Specialization)</i>	17. CURRENT PROFESSIONAL REGISTRATION <i>(State and Discipline)</i>
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18. OTHER PROFESSIONAL QUALIFICATIONS *(Publications, Organizations, Training, Awards, etc.)*

19. RELEVANT PROJECTS

(1) TITLE AND LOCATION <i>(City and State)</i>	(2) YEAR COMPLETED	
	PROFESSIONAL SERVICES	CONSTRUCTION <i>(If applicable)</i>

a. (3) BRIEF DESCRIPTION *(Brief scope, size, cost, etc.)* AND SPECIFIC ROLE Check if project performed with current firm

(1) TITLE AND LOCATION <i>(City and State)</i>	(2) YEAR COMPLETED	
	PROFESSIONAL SERVICES	CONSTRUCTION <i>(If applicable)</i>

b. (3) BRIEF DESCRIPTION *(Brief scope, size, cost, etc.)* AND SPECIFIC ROLE Check if project performed with current firm

(1) TITLE AND LOCATION <i>(City and State)</i>	(2) YEAR COMPLETED	
	PROFESSIONAL SERVICES	CONSTRUCTION <i>(If applicable)</i>

c. (3) BRIEF DESCRIPTION *(Brief scope, size, cost, etc.)* AND SPECIFIC ROLE Check if project performed with current firm

(1) TITLE AND LOCATION <i>(City and State)</i>	(2) YEAR COMPLETED	
	PROFESSIONAL SERVICES	CONSTRUCTION <i>(If applicable)</i>

d. (3) BRIEF DESCRIPTION *(Brief scope, size, cost, etc.)* AND SPECIFIC ROLE Check if project performed with current firm

(1) TITLE AND LOCATION <i>(City and State)</i>	(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

15. FIRM NAME AND LOCATION *(City and State)*

16. EDUCATION <i>(Degree and Specialization)</i>	17. CURRENT PROFESSIONAL REGISTRATION <i>(State and Discipline)</i>
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18. OTHER PROFESSIONAL QUALIFICATIONS *(Publications, Organizations, Training, Awards, etc.)*

19. RELEVANT PROJECTS

(1) TITLE AND LOCATION <i>(City and State)</i>	(2) YEAR COMPLETED	
	PROFESSIONAL SERVICES	CONSTRUCTION <i>(If applicable)</i>

a. (3) BRIEF DESCRIPTION *(Brief scope, size, cost, etc.)* AND SPECIFIC ROLE Check if project performed with current firm

(1) TITLE AND LOCATION <i>(City and State)</i>	(2) YEAR COMPLETED	
	PROFESSIONAL SERVICES	CONSTRUCTION <i>(If applicable)</i>

b. (3) BRIEF DESCRIPTION *(Brief scope, size, cost, etc.)* AND SPECIFIC ROLE Check if project performed with current firm

(1) TITLE AND LOCATION <i>(City and State)</i>	(2) YEAR COMPLETED	
	PROFESSIONAL SERVICES	CONSTRUCTION <i>(If applicable)</i>

c. (3) BRIEF DESCRIPTION *(Brief scope, size, cost, etc.)* AND SPECIFIC ROLE Check if project performed with current firm

(1) TITLE AND LOCATION <i>(City and State)</i>	(2) YEAR COMPLETED	
	PROFESSIONAL SERVICES	CONSTRUCTION <i>(If applicable)</i>

d. (3) BRIEF DESCRIPTION *(Brief scope, size, cost, etc.)* AND SPECIFIC ROLE Check if project performed with current firm

(1) TITLE AND LOCATION <i>(City and State)</i>	(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

15. FIRM NAME AND LOCATION *(City and State)*

16. EDUCATION <i>(Degree and Specialization)</i>	17. CURRENT PROFESSIONAL REGISTRATION <i>(State and Discipline)</i>
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18. OTHER PROFESSIONAL QUALIFICATIONS *(Publications, Organizations, Training, Awards, etc.)*

19. RELEVANT PROJECTS

(1) TITLE AND LOCATION <i>(City and State)</i>	(2) YEAR COMPLETED	
	PROFESSIONAL SERVICES	CONSTRUCTION <i>(If applicable)</i>

a. (3) BRIEF DESCRIPTION *(Brief scope, size, cost, etc.)* AND SPECIFIC ROLE Check if project performed with current firm

(1) TITLE AND LOCATION <i>(City and State)</i>	(2) YEAR COMPLETED	
	PROFESSIONAL SERVICES	CONSTRUCTION <i>(If applicable)</i>

b. (3) BRIEF DESCRIPTION *(Brief scope, size, cost, etc.)* AND SPECIFIC ROLE Check if project performed with current firm

(1) TITLE AND LOCATION <i>(City and State)</i>	(2) YEAR COMPLETED	
	PROFESSIONAL SERVICES	CONSTRUCTION <i>(If applicable)</i>

c. (3) BRIEF DESCRIPTION *(Brief scope, size, cost, etc.)* AND SPECIFIC ROLE Check if project performed with current firm

(1) TITLE AND LOCATION <i>(City and State)</i>	(2) YEAR COMPLETED	
	PROFESSIONAL SERVICES	CONSTRUCTION <i>(If applicable)</i>

d. (3) BRIEF DESCRIPTION *(Brief scope, size, cost, etc.)* AND SPECIFIC ROLE Check if project performed with current firm

(1) TITLE AND LOCATION <i>(City and State)</i>	(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

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

21. TITLE AND LOCATION <i>(City and State)</i> Belmont CDD Hillsborough County, FL	22. YEAR COMPLETED	
	PROFESSIONAL SERVICES On-going	CONSTRUCTION <i>(if applicable)</i> On-going

23. PROJECT OWNER'S INFORMATION

a. PROJECT OWNER Belmont CDD	b. POINT OF CONTACT Christine Perkins, Rizzetta	c. POINT OF CONTACT TELEPHONE NUMBER (813) 533-2950
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24. BRIEF DESCRIPTION OF PROJECT AND RELEVANCE TO THIS CONTRACT

The Belmont community, located in Hillsborough County, FL, contains over 2,120 single family attached and detached residential homes. Also included in this development are a large community recreation center, elementary school site, and county park site.

Winding through the development are over 7,600 linear feet of four-lane divided collector road leading from US 301. Located on the west side of the development is a significant wetland and upland habitat natural preserve area, associated with Bull Frog Creek. The preservation of this environmental community is a cornerstone of the development principles.

Heidt Design has performed numerous designs for the various phases of development including all aspects of design and permitting, planning, and construction engineering services. Heidt Design participated in the CDD creation/validation and also participates in the on-going functions of the community by serving as District Engineer.



25. FIRMS FROM SECTION C INVOLVED WITH THIS PROJECT

	(1) FIRM NAME	(2) FIRM LOCATION <i>(City and State)</i>	(3) ROLE
a	Heidt Design, LLC	Tampa, FL	Engineering, Landscape Architecture, CDD Engineer, Ecological Services
b			
c			
d			
e			
f			

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

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

23. PROJECT OWNER'S INFORMATION

a. PROJECT OWNER Connerton West CDD	b. POINT OF CONTACT NAME Greg Cox, Rizzetta	c. POINT OF CONTACT TELEPHONE NUMBER 813-533-2950
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24. BRIEF DESCRIPTION OF PROJECT AND RELEVANCE TO THIS CONTRACT *(Include scope, size, and cost)*

Connerton is West Florida's only New Town - a planned, family-friendly and environmentally conscious community spread across 4,800 acres in Pasco County. Upon completion, the community will accommodate approximately 8,700 homes and more than 3 million square feet of commercial space for office, retail, government, medical and industrial uses.

Key Heidt Design personnel have been in a leadership role in all aspects of the planning, design, permitting and construction of this community. From its inception, Heidt has managed the Development of Regional Impact, various NOPC modifications and land planning phases. Heidt has also handled the design, permitting, platting and construction phase services for all of the residential, towncenter, amenity, commercial and office uses developed to date.

Residents of Connerton enjoy aquatic playgrounds, a fitness center, an outdoor amphitheatre and extensive trail systems designed to connect everyone to the natural environment without knowing that a multi-disciplined team of professionals navigated a complex regulatory process to achieve the developer's goals. Expansion and redesign of some of these facilities were directed by the CDD while Heidt served as the District Engineer.

25. FIRMS FROM SECTION C INVOLVED WITH THIS PROJECT

a.	(1) FIRM NAME Heidt Design, LLC	(2) FIRM LOCATION <i>(City and State)</i> Tampa, FL	(3) ROLE Civil Engineering, Landscape Architecture, CDD Engineer, Ecological Services
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
f.	(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 <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
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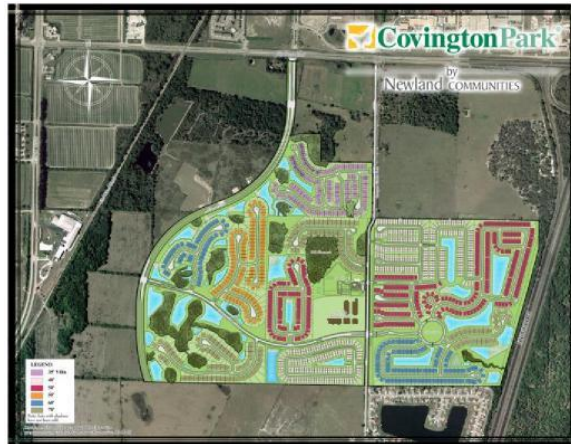
21. TITLE AND LOCATION <i>(City and State)</i> Covington Park CDD Hillsborough Co., FL	22. YEAR COMPLETED <table border="1" style="width:100%; border-collapse: collapse;"> <tr> <td style="width:50%; text-align: center;">PROFESSIONAL SERVICES</td> <td style="width:50%; text-align: center;">CONSTRUCTION <i>(If applicable)</i></td> </tr> <tr> <td style="text-align: center;">On-going</td> <td style="text-align: center;">On-going</td> </tr> </table>	PROFESSIONAL SERVICES	CONSTRUCTION <i>(If applicable)</i>	On-going	On-going
PROFESSIONAL SERVICES	CONSTRUCTION <i>(If applicable)</i>				
On-going	On-going				

23. PROJECT OWNER'S INFORMATION

a. PROJECT OWNER Newland Communities	b. POINT OF CONTACT Alex McLeod	c. POINT OF CONTACT TELEPHONE NUMBER (813) 620-3555
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24. BRIEF DESCRIPTION OF PROJECT AND RELEVANCE TO THIS CONTRACT

Covington Park is a 400-acre Master Planned residential development containing 1,200 homes. The community includes several parks and an elementary school. While at Heidt & Associates, key Heidt Design personnel provided a full range of planning, surveying, engineering, environmental and construction phase services for Covington Park. Heidt assisted with the entitlement planning and performed land planning services. Survey services included boundary, topographic and tree surveys, legal descriptions and platting. Engineering services involved all aspects of design and permitting from Master Plans through utility, stormwater and roadway infrastructure construction plans and permits. Also included is environmental design and permitting and construction inspection and certification activities. Heidt Design also participates in the on-going functions of the community by serving as District Engineer, which is currently undergoing a major park renovation project.



25. FIRMS FROM SECTION C INVOLVED WITH THIS PROJECT

	(1) FIRM NAME	(2) FIRM LOCATION <i>(City and State)</i>	(3) ROLE
a	Heidt Design, LLC	Tampa, FL	Civil Engineering, Landscape Architecture, CDD Engineer, Ecological Sevices
b			
c			
d			
e			
f			

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
21. TITLE AND LOCATION <i>(City and State)</i> Easton Park CDD	22. YEAR COMPLETED	
	PROFESSIONAL SERVICES 2015	CONSTRUCTION <i>(If applicable)</i> 2012

23. PROJECT OWNER'S INFORMATION

a. PROJECT OWNER Rizzetta & Company	b. POINT OF CONTACT C. Perkins	c. POINT OF CONTACT TELEPHONE NUMBER (813) 533-2950
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24. BRIEF DESCRIPTION OF PROJECT AND RELEVANCE TO THIS CONTRACT

Easton Park is a 600-unit single family residential community located within the City of Tampa. Easton Park is part of the K-Bar Ranch property that was annexed into the City of Tampa from Hillsborough County and is home to one of the first recognized wildlife corridors within the city limits. This wildlife corridor, including passive trails, is an integral part to this environmentally sensitive development.

The project contained six (6) floodplain mitigation ponds and over thirteen (13) stormwater ponds. Many of the ponds were integrated with Branch Creek, a significant riverine basin that required basin flood modeling.

Services provided by Heidt Design include planning, entitlement, environmental, surveying, infrastructure design, platting, construction

phase services, as well as all aspects of local, state, and federal permitting. Heidt also provided services to the Community Development District as the District Engineer providing CDD creation/validation exhibits, CDD Engineer's Reports and miscellaneous CDD Engineer responsibilities



25. FIRMS FROM SECTION C INVOLVED WITH THIS PROJECT

a.	(1) FIRM NAME Heidt Design, LLC	(2) FIRM LOCATION <i>(City and State)</i> Tampa, Florida	(3) ROLE Civil Engineering, Landscape Architecture, CDD Engineer
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
f.	(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 <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
21. TITLE AND LOCATION <i>(City and State)</i> FishHawk CDDs (I, II, III, & IV)	22. YEAR COMPLETED	
	PROFESSIONAL SERVICES On-going	CONSTRUCTION <i>(If applicable)</i> On-going

23. PROJECT OWNER'S INFORMATION

a. PROJECT OWNER Newland Communities	b. POINT OF CONTACT Alex McCleod	c. POINT OF CONTACT TELEPHONE NUMBER (813) 620-3555
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24. BRIEF DESCRIPTION OF PROJECT AND RELEVANCE TO THIS CONTRACT

A 3,000 Acre master planned community in Hillsborough County that accommodates more than 5,100 homes and more than 480,000 square feet of commercial, office and retail uses, FishHawk Ranch offers residents walkable neighborhoods with more than 20 miles of nature trails connecting schools, parks, amenities, and Park Square Towncenter. FishHawk provides a variety of residential styles and mixed uses while preserving more than one third of the property as environmental habitat.

Services provided by Heidt Design personnel included planning, entitlement, environmental, survey, infrastructure design, platting and construction phase services, as well as all aspects of local, state and federal permitting. From the Development Regional Impact and Master Planning to residential, towncenter and commercial infrastructure design, the leadership and associates of Heidt Design has provided the full range of development related services. Heidt Design continues to provide these services for land acquisitions, development expansions and off site improvements.

Heidt Design also participates in the ongoing functions of the community by serving as District Engineer for three separate community development districts.



25. FIRMS FROM SECTION C INVOLVED WITH THIS PROJECT

a	(1) FIRM NAME Heidt Design, LLC	(2) FIRM LOCATION <i>(City and State)</i> Tampa, FL	(3) ROLE Civil Engineering, Landscape Architecture, CDD Engineer
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
f	(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 <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
21. TITLE AND LOCATION <i>(City and State)</i>	22. YEAR COMPLETED	
	PROFESSIONAL SERVICES	CONSTRUCTION <i>(If applicable)</i>
23. PROJECT OWNER'S INFORMATION		
a. PROJECT OWNER	b. POINT OF CONTACT NAME	c. POINT OF CONTACT TELEPHONE NUMBER
24. BRIEF DESCRIPTION OF PROJECT AND RELEVANCE TO THIS CONTRACT <i>(Include scope, size, and cost)</i>		

25. FIRMS FROM SECTION C INVOLVED WITH THIS PROJECT

a.	(1) FIRM NAME	(2) FIRM LOCATION <i>(City and State)</i>	(3) ROLE
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
f.	(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 <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
21. TITLE AND LOCATION <i>(City and State)</i> Long Lake Ranch CDD Pasco County, FL	22. YEAR COMPLETED	
	PROFESSIONAL SERVICES On-going	CONSTRUCTION <i>(If applicable)</i> On-going

23. PROJECT OWNER'S INFORMATION

a. PROJECT OWNER Long Lake Ranch, LLC	b. POINT OF CONTACT Mark J. Spada	c. POINT OF CONTACT TELEPHONE NUMBER (813) 290-7900
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24. BRIEF DESCRIPTION OF PROJECT AND RELEVANCE TO THIS CONTRACT

Long Lake Ranch is a 350-acre, residential component of the Long Lake Ranch DRI. Heidt's involvement includes the over-sight of coordinating all technical aspects of the project, including infrastructure design, and environmental and local agency permitting. Hedit coordinated client and regulatory exchange during the stormwater management design and permitting process for this project. This project included updating and use of a regional watershed model (the Anclote River model) while incorporating special sensitivity to downstream properties with the knowledge of pre-existing flooding issues. Project design and permitting has ended and construction commenced in April 2013. The final phase of construction is currently underway.



Heidt Design also participates in the on-going functions of the community by serving as District Engineer, issuing revised Engineer's Report in support of the bond issuance and providing other miscellaneous CDD Engineer Services..

25. FIRMS FROM SECTION C INVOLVED WITH THIS PROJECT

a.	(1) FIRM NAME Heidt Design, LLC	(2) FIRM LOCATION <i>(City and State)</i> Tampa, FL	(3) ROLE Civil Engineering, Landscape Architecture, CDD Engineer, Ecological Services
b.	(1) FIRM NAME	(2) FIRM LOCATION <i>(City and State)</i>	
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
f.	(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 <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
21. TITLE AND LOCATION <i>(City and State)</i> Starkey Ranch/TSR CDD Pasco County, Florida	22. YEAR COMPLETED	
	PROFESSIONAL SERVICES On-going	CONSTRUCTION <i>(If applicable)</i> On-going

23. PROJECT OWNER'S INFORMATION

a. PROJECT OWNER WS-TSR, LLC	b. POINT OF CONTACT Reed Berlinsky	c. POINT OF CONTACT TELEPHONE NUMBER 321-805-4830
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24. BRIEF DESCRIPTION OF PROJECT AND RELEVANCE TO THIS CONTRACT

Starkey Ranch is a +/-2,500 acre master-planned community in Pasco County adjacent to the Jay B. Starkey Wilderness Park for which Heidt Design is providing engineering, planning and environmental services. Stormwater and floodplain modeling and design, landscape & hardscape design, wetland mitigation & habitat creation design, permitting, and construction phase observation services are being done by Heidt Design directly. Heidt Design is also responsible for the architectural building design, permitting and construction administrative services, which are being performed by subconsultants under the direction of Heidt Design. Geotechnical investigative services are also being performed by a subconsultant under Heidt Design's direction. Neighborhoods are centered on parks and interconnected trails with a community K-8 school, an expansive district park for athletic activities and recreation, a business park and town center.

Heidt Design participated in the CDD creation and bond validation efforts. Also participated in the on-going functions of the community by serving as District Engineer.

Heidt Design was also involved in the design, permitting & construction inspections of the District Park. The Starkey Ranch District Park and co-located K-8 school site is a 161.62 acre area located within the Starkey Ranch development. The District Park was created through a public-public-public-private partnership with Pasco County, the School Board, Pasco Parks & Recreation and Wheelock Communities. It will be the first park, library, school and theatre combined complex in the state of Florida. When completed, the joint-use complex will contain: a kindergarten through 8th grade combined elementary & middle school; a 20,000 sq. ft. public library; a 6,000 sq. ft. community & school theater facility; a gymnasium; 6 baseball/softball fields; 10 multi-purpose fields for football, soccer and lacrosse; playgrounds for neighborhood park use; tennis courts; basketball courts; a track; more than a mile of trails that connect to the Starkey Ranch community trail system; picnic pavilions; and press boxes/concession stands with restrooms.



25. FIRMS FROM SECTION C INVOLVED WITH THIS PROJECT

	(1) FIRM NAME	(2) FIRM LOCATION <i>(City and State)</i>	(3) ROLE
a.	Heidt Design	Tampa, FL	Engineering, Environmental, Landscape Architecture, Certification & Inspection
b.			
c.			
d.			
e.			
f.			

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				
21. TITLE AND LOCATION <i>(City and State)</i> WaterGrass CDD	22. YEAR COMPLETED				
	<table border="1"> <tr> <td>PROFESSIONAL SERVICES</td> <td>CONSTRUCTION <i>(If applicable)</i></td> </tr> <tr> <td>On-going</td> <td>On-going</td> </tr> </table>	PROFESSIONAL SERVICES	CONSTRUCTION <i>(If applicable)</i>	On-going	On-going
PROFESSIONAL SERVICES	CONSTRUCTION <i>(If applicable)</i>				
On-going	On-going				

23. PROJECT OWNER'S INFORMATION

a. PROJECT OWNER CKB Development, LLC	b. POINT OF CONTACT Craig B. Weber	c. POINT OF CONTACT TELEPHONE NUMBER (813) 994-2277
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24. BRIEF DESCRIPTION OF PROJECT AND RELEVANCE TO THIS CONTRACT

WaterGrass is a 1,999-unit single and multi-family mixed-use community located in central Pasco County. WaterGrass also has 140,000 square feet of retail and 73, 000 square feet of office entitlements that are part of the Promenade Town Center, a mixed-use TND Town Center shared by WaterGrass and two adjacent developments and located in each of the four quadrants of the intersection of Overpass and Curley Roads.

WaterGrass contains numerous amenitized neighborhood parks, along with a future Community Center, and the recently opened WaterGrass Elementary School.

Services provided by Heidt Design include planning, entitlement, environmental, infrastructure design, construction phase services, as well as all aspects of local, state and federal permitting. Heidt continues to provide services to the Community Development District as the District Engineer.



25. FIRMS FROM SECTION C INVOLVED WITH THIS PROJECT

	(1) FIRM NAME	(2) FIRM LOCATION <i>(City and State)</i>	(3) ROLE
a	Heidt Design, LLC	Tampa, FL	Engineering, Certification & Inspection, Environmental, CDD Engineer
b			
c			
d			
e			
f			

STATEMENT OF QUALIFICATIONS FOR WATERLIN STEWARDSHIP DISTRICT



Integrity Intentional Innovative Invested

www.heidtdesign.com

SECTION V

SECTION A

SECTION 1

RESOLUTION 2026-03

A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE WATERLIN STEWARDSHIP DISTRICT ADOPTING RULES OF PROCEDURE; PROVIDING A SEVERABILITY CLAUSE; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, Waterlin Stewardship District (“District”) is a local unit of special-purpose government created and existing pursuant to Chapter 2025-238, Laws of Florida (“Act”); and

WHEREAS, The Act authorizes the District to adopt rules to govern the administration of the District and to adopt resolutions as may be necessary for the conduct of District business; and

WHEREAS, to provide for efficient and effective District operations and to maintain compliance with recent changes to Florida law, the Board of Supervisors finds that it is in the best interests of the District to adopt by resolution the Rules of Procedure attached hereto as **Exhibit A** for immediate use and application; and

WHEREAS, the Board of Supervisors has complied with applicable Florida law concerning rule development and adoption.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF SUPERVISORS OF THE WATERLIN STEWARDSHIP DISTRICT:

SECTION 1. The attached Rules of Procedure are hereby adopted pursuant to this resolution as necessary for the conduct of District business. These Rules of Procedure shall stay in full force and effect until such time as the Board of Supervisors may amend these rules in accordance with the Act.

SECTION 2. If any provision of this resolution is held to be illegal or invalid, the other provisions shall remain in full force and effect.

SECTION 3. This resolution shall become effective upon its passage and shall remain in effect unless rescinded or repealed.

PASSED AND ADOPTED this 3rd day of December, 2025.

ATTEST:

WATERLIN STEWARDSHIP DISTRICT

Secretary / Assistant Secretary

Chairperson, Board of Supervisors

Exhibit A: Rules of Procedure

EXHIBIT A

RULES OF PROCEDURE

**RULES OF PROCEDURE
WATERLIN STEWARDSHIP DISTRICT**

EFFECTIVE AS OF _____, 2025

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Rule 1.0 General.

- (1) The Waterlin Stewardship District (the “**District**”) was created pursuant to the provisions of Chapter 2025-238, Laws of Florida, and was established to provide for the ownership, operation, maintenance, and provision of various capital facilities and services within its jurisdiction. The purpose of these rules (the “**Rules**”) is to describe the general operations of the District.
- (2) Definitions located within any section of these Rules shall be applicable within all other sections, unless specifically stated to the contrary.
- (3) Unless specifically permitted by a written agreement with the District, the District does not accept documents filed by e-mail or facsimile transmission. Filings are only accepted during normal business hours.
- (4) A Rule of the District shall be effective upon adoption by affirmative vote of the District Board. After a Rule becomes effective, it may be repealed or amended only through the rulemaking procedures specified in these Rules. Notwithstanding, the District may immediately suspend the application of a Rule if the District determines that the Rule conflicts with Florida law. In the event that a Rule conflicts with Florida law and its application has not been suspended by the District, such Rule should be interpreted in the manner that best effectuates the intent of the Rule while also complying with Florida law. If the intent of the Rule absolutely cannot be effectuated while complying with Florida law, the Rule shall be automatically suspended.

Specific Authority: Ch. 2025-238(6)(6)(e); (6)(6)(q), Laws of Florida
Law Implemented: Ch. 2025-238(6)(6)(e); (6)(6)(q), Laws of Florida

Rule 1.1 Board of Supervisors; Officers and Voting.

- (1) Board of Supervisors. The Board of Supervisors of the District (the “**Board**”) shall consist of five (5) members. Members of the Board (“**Supervisors**”) appointed by ordinance or rule or elected by landowners must be citizens of the United States of America and residents of the State of Florida. Supervisors elected or appointed by the Board to elector seats must be citizens of the United States of America, residents of the State of Florida and of the District and registered to vote with the Supervisor of Elections of the county in which the District is located and for those elected, shall also be qualified to run by the Supervisor of Elections. The Board shall exercise the powers granted to the District under Florida law.
 - (a) Supervisors shall hold office for the term specified by Chapter 2025-238(5), Laws of Florida. If, during the term of office, any Board member(s) vacates their office, the remaining member(s) of the Board shall fill the vacancies by appointment for the remainder of the term(s). If three or more vacancies exist at the same time, a quorum, as defined herein, shall not be required to appoint replacement Board members.
 - (b) Three (3) members of the Board shall constitute a quorum for the purposes of conducting business, exercising powers and all other purposes. A Board member shall be counted toward the quorum if physically present at the meeting, regardless of whether such Board member is prohibited from, or abstains from, participating in discussion or voting on a particular item.
 - (c) Action taken by the Board shall be upon a majority vote of the members present, unless otherwise provided in the Rules or required by law. Subject to Rule 1.3(10), a Board member participating in the Board meeting by teleconference or videoconference shall be entitled to vote and take all other action as though physically present.
 - (d) Unless otherwise provided for by an act of the Board, any one Board member may attend a mediation session on behalf of the Board. Any agreement resulting from such mediation session must be approved pursuant to subsection (1)(c) of this Rule.
- (2) Officers. At the first Board meeting held after each election where the newly elected members take office, the Board shall select a Chairperson, Vice-Chairperson, Secretary, Assistant Secretary, and Treasurer.
 - (a) The Chairperson must be a member of the Board. If the Chairperson resigns from that office or ceases to be a member of the Board, the Board shall select a Chairperson. The Chairperson serves at the pleasure of the Board. The Chairperson shall be authorized to execute resolutions and contracts on the District’s behalf. The Chairperson shall convene and conduct all meetings of the Board. In the event the Chairperson is unable to attend a

meeting, the Vice-Chairperson shall convene and conduct the meeting. The Chairperson or Vice-Chairperson may delegate the responsibility of conducting the meeting to the District's manager ("**District Manager**") or District Counsel, in whole or in part.

- (b) The Vice-Chairperson shall be a member of the Board and shall have such duties and responsibilities as specifically designated by the Board from time to time. The Vice-Chairperson has the authority to execute resolutions and contracts on the District's behalf in the absence of the Chairperson. If the Vice-Chairperson resigns from office or ceases to be a member of the Board, the Board shall select a Vice-Chairperson. The Vice-Chairperson serves at the pleasure of the Board.
- (c) The Secretary of the Board serves at the pleasure of the Board and need not be a member of the Board. The Secretary shall be responsible for maintaining the minutes of Board meetings and may have other duties assigned by the Board from time to time. An employee of the District Manager may serve as Secretary. The Secretary shall be bonded by a reputable and qualified bonding company in at least the amount of one million dollars (\$1,000,000), or have in place a fidelity bond, employee theft insurance policy, or a comparable product in at least the amount of one million dollars (\$1,000,000) that names the District as an additional insured.
- (d) The Treasurer need not be a member of the Board but must be a resident of the State of Florida. The Treasurer shall perform duties described in Chapter 2025-238(6)(2) and (3), Laws of Florida, as well as those assigned by the Board from time to time. The Treasurer shall serve at the pleasure of the Board. The Treasurer shall either be bonded by a reputable and qualified bonding company in at least the amount of one million dollars (\$1,000,000), or have in place a fidelity bond, employee theft insurance policy, or a comparable product in at least the amount of one million dollars (\$1,000,000) that names the District as an additional insured.
- (e) In the event that both the Chairperson and Vice-Chairperson are absent from a Board meeting and a quorum is present, the Board may designate one of its members or a member of District staff to convene and conduct the meeting. In such circumstances, any of the Board members present are authorized to execute agreements, resolutions, and other documents approved by the Board at such meeting. In the event that the Chairperson and Vice-Chairperson are both unavailable to execute a document previously approved by the Board, the Secretary or any Assistant Secretary may execute such document.
- (f) The Board may assign additional duties to District officers from time to time, which include, but are not limited to, executing documents on behalf of the District.

- (g) The Chairperson, Vice-Chairperson, and any other person authorized by District Resolution may sign checks and warrants for the District, countersigned by the Treasurer or other persons authorized by the Board.
- (3) Committees. The Board may establish committees of the Board, either on a permanent or temporary basis, to perform specifically designated functions. Committees may include individuals who are not members of the Board. Such functions may include, but are not limited to, review of bids, proposals, and qualifications, contract negotiations, personnel matters, and budget preparation.
- (4) Record Book. The Board shall keep a permanent record book entitled “**Record of Proceedings**,” in which shall be recorded minutes of all meetings, resolutions, proceedings, certificates, and corporate acts. The Records of Proceedings shall be located at a District office and shall be available for inspection by the public.
- (5) Meetings. For each fiscal year, the Board shall establish a schedule of regular meetings, which shall be published in a newspaper of general circulation within the county or counties in which the District is located and filed with the local general-purpose governments within whose boundaries the District is located. All meetings of the Board and committees serving an advisory function shall be open to the public in accord with the provisions of Chapter 286 of the Florida Statutes.
- (6) Votes Required. No Board member who is present at any meeting of the District Board at which an official decision, ruling, or other official act is to be taken or adopted may abstain from voting in regard to any such decision, ruling, or act; and a vote shall be recorded or counted for each such Board member present, except when, with respect to any such member, there is, or appears to be, a possible conflict of interest under the provisions of s. 112.311, s. 112.313, or s. 112.3143 of the Florida Statutes.
- (7) Voting Conflict of Interest. The Board shall comply with Section 112.3143 of the Florida Statutes, so as to ensure the proper disclosure of conflicts of interest on matters coming before the Board for a vote. For the purposes of this section, “**voting conflict of interest**” shall be governed by the Florida Constitution and Chapter 112 Florida Statutes, and Chapter 2025-238, Laws of Florida, as amended from time to time. Generally, a voting conflict exists when a Board member is called upon to vote on an item which would inure to the Board member’s special private gain or loss or the Board member knows would inure to the special private gain or loss of a principal by whom the Board member is retained, the parent organization or subsidiary of a corporate principal, a business associate, or a relative including only a father, mother, son, daughter, husband, wife, brother, sister, father-in-law, mother-in-law, son-in-law, and daughter-in-law.
 - (a) When a Board member knows the member has a conflict of interest on a matter coming before the Board, the member should notify the Board’s

Secretary prior to participating in any discussion with the Board on the matter. The member shall publicly announce the conflict of interest at the meeting. This announcement shall appear in the minutes.

If the Board member was elected at a landowner's election or appointed to fill a vacancy of a seat last filled at a landowner's election, the Board member may vote or abstain from voting on the matter at issue. If the Board member was elected by electors residing within the District, the Board member is prohibited from voting on the matter at issue. In the event that the Board member intends to abstain or is prohibited from voting, such Board member shall not participate in the discussion on the item subject to the vote.

The Board's Secretary shall prepare a Memorandum of Voting Conflict (Form 8B) which shall then be signed by the Board member, filed with the Board's Secretary, and provided for attachment to the minutes of the meeting within fifteen (15) days of the meeting.

- (b) If a Board member inadvertently votes on a matter and later learns he or she has a conflict on the matter, the member shall immediately notify the Board's Secretary. Within fifteen (15) days of the notification, the member shall file the appropriate Memorandum of Voting Conflict, which will be attached to the minutes of the Board meeting during which the vote on the matter occurred. The Memorandum of Voting Conflict shall immediately be provided to other Board members and shall be read publicly at the next meeting held subsequent to the filing of the Memorandum of Voting Conflict. The Board member's vote is unaffected by this filing.
- (c) It is not a conflict of interest for a Board member, the District Manager, or an employee of the District to be a stockholder, officer or employee of a landowner or of an entity affiliated with a landowner.
- (d) In the event that a Board member elected at a landowner's election or appointed to fill a vacancy of a seat last filled at a landowner's election, has a continuing conflict of interest, such Board member is permitted to file a Memorandum of Voting Conflict at any time in which it shall state the nature of the continuing conflict. Only one such continuing Memorandum of Voting Conflict shall be required to be filed for each term the Board member is in office.

Specific Authority: Ch. 2025-238(6)(6)(e); (6)(6)(q), Laws of Florida
Law Implemented: §§ 112.3143, Fla. Stat., Ch. 2025-238(5) and (6), Laws of Florida

Rule 1.2 District Offices; Public Information and Inspection of Records; Policies; Service Contract Requirements; Financial Disclosure Coordination.

- (1) District Offices. Unless otherwise designated by the Board, the official District office shall be the District Manager's office identified by the District Manager. If the District Manager's office is not located within the county in which the District is located, the Board shall designate a local records office within such county which shall at a minimum contain, but not be limited to, the following documents:
- (a) Agenda packages for prior 24 months and next meeting;
 - (b) Official minutes of meetings, including adopted resolutions of the Board;
 - (c) Names and addresses of current Board members and District Manager, unless such addresses are protected from disclosure by law;
 - (d) Adopted engineer's reports;
 - (e) Adopted assessment methodologies/reports;
 - (f) Adopted disclosure of public financing;
 - (g) Limited Offering Memorandum for each financing undertaken by the District;
 - (h) Proceedings, certificates, bonds given by all employees, and any and all corporate acts;
 - (i) District policies and rules;
 - (j) Fiscal year end audits; and
 - (k) Adopted budget for the current fiscal year.

The District Manager shall ensure that each District records office contains the documents required by Florida law.

- (2) Public Records. District public records include all documents, papers, letters, maps, books, tapes, photographs, films, sound recordings, data processing software, or other material, regardless of the physical form, characteristics, or means of transmission, made or received in connection with the transaction of official business of the District. All District public records not otherwise restricted by law may be copied or inspected at the District Manager's office during regular business hours. Certain District records can also be inspected and copied at the District's local records office during regular business hours. All written public records requests shall be directed to the Secretary who by these rules is appointed as the

District's records custodian. Regardless of the form of the request, any Board member or staff member who receives a public records request shall immediately forward or communicate such request to the Secretary for coordination of a prompt response. The Secretary, after consulting with District Counsel as to the applicability of any exceptions under the public records laws, shall be responsible for responding to the public records request. At no time can the District be required to create records or summaries of records, or prepare opinions regarding District policies, in response to a public records request.

- (3) Service Contracts. Any contract for services, regardless of cost, shall include provisions required by law that require the contractor to comply with public records laws. The District Manager shall be responsible for initially enforcing all contract provisions related to a contractor's duty to comply with public records laws.
- (4) Fees; Copies. Copies of public records shall be made available to the requesting person at a charge of \$0.15 per page for one-sided copies and \$0.20 per page for two-sided copies if not more than 8 ½ by 14 inches. For copies of public records in excess of the sizes listed in this section and for outside duplication services, the charge shall be equal to the actual cost of reproduction. Certified copies of public records shall be made available at a charge of one dollar (\$1.00) per page. If the nature or volume of records requested requires extensive use of information technology resources or extensive clerical or supervisory assistance, the District may charge, in addition to the duplication charge, a special service charge that is based on the cost the District incurs to produce the records requested. This charge may include, but is not limited to, the cost of information technology resource, employee labor, and fees charged to the District by consultants employed in fulfilling the request. In cases where the special service charge is based in whole or in part on the costs incurred by the District due to employee labor, consultant fees, or other forms of labor, those portions of the charge shall be calculated based on the lowest labor cost of the individual(s) who is/are qualified to perform the labor, taking into account the nature or volume of the public records to be inspected or copied. The charge may include the labor costs of supervisory and/or clerical staff whose assistance is required to complete the records request, in accordance with Florida law. For purposes of this Rule, the word "**extensive**" shall mean that it will take more than 15 minutes to locate, review for confidential information, copy and re-file the requested material. In cases where extensive personnel time is determined by the District to be necessary to safeguard original records being inspected, the special service charge provided for in this section shall apply. If the total fees, including but not limited to special service charges, are anticipated to exceed twenty-five dollars (\$25.00), then, prior to commencing work on the request, the District will inform the person making the public records request of the estimated cost, with the understanding that the final cost may vary from that estimate. If the person making the public records request decides to proceed with the request, payment of the estimated cost is required in advance. Should the person fail to pay the estimate, the District is under no duty to produce the requested records. After the request has been fulfilled, additional payments or credits may be

due. The District is under no duty to produce records in response to future records requests if the person making the request owes the District for past unpaid duplication charges, special service charges, or other required payments or credits.

- (5) Records Retention. The Secretary of the District shall be responsible for retaining the District's records in accordance with applicable Florida law.
- (6) Policies. The Board may adopt policies related to the conduct of its business and the provision of services either by resolution or motion.
- (7) Financial Disclosure Coordination. Unless specifically designated by Board resolution otherwise, the Secretary shall serve as the Financial Disclosure Coordinator ("**Coordinator**") for the District as required by the Florida Commission on Ethics ("**Commission**"). The Coordinator shall create, maintain and update a list of the names, e-mail addresses, physical addresses, and names of the agency of, and the office or position held by, all Supervisors and other persons required by Florida law to file a statement of financial interest due to his or her affiliation with the District ("**Reporting Individual**"). The Coordinator shall provide this list to the Commission by February 1 of each year, which list shall be current as of December 31 of the prior year. Each Supervisor and Reporting Individual shall promptly notify the Coordinator in writing if there are any changes to such person's name, e-mail address, or physical address. Each Supervisor and Reporting Individual shall promptly notify the Commission in the manner prescribed by the Commission if there are any changes to such person's e-mail address.

Specific Authority: Ch. 2025-238(6)(6)(e); (6)(6)(q), Laws of Florida

Law Implemented: Ch. 2025-238(5), Laws of Florida, §§ 112.31446(3), 112.3145(8)(a)1., 119.07, 119.0701, Fla. Stat.

Rule 1.3 Public Meetings, Hearings, and Workshops.

- (1) Notice. Except in emergencies, or as otherwise authorized or required by statute or these Rules, at least seven (7) days', but not more than thirty (30) days' public notice shall be given of any public meeting, hearing or workshop of the Board. Public notice shall be given by publication in a newspaper of general circulation within the county or counties in which the District is located. A newspaper is deemed to be a newspaper of "**general circulation**" in the county in which the District is located if such newspaper has been in existence for two (2) years at the time of publication of the applicable notice (unless no newspaper within the county has been published for such length) and satisfies the criteria of section 50.011(1) of the Florida Statutes, or if such newspaper is a direct successor of a newspaper which has been so published, as such provisions may be amended from time to time by law. The annual meeting notice required to be published by Section 189.015 of the Florida Statutes, shall be published as provide in Chapter 50 of the Florida Statutes, and such notice published consistent therewith shall satisfy the requirement to give at least seven (7) days' public notice as required herein. Each Notice shall state, as applicable:
- (a) The date, time and place of the meeting, hearing or workshop;
 - (b) A brief description of the nature, subjects, and purposes of the meeting, hearing, or workshop;
 - (c) The District office address for the submission of requests for copies of the agenda, as well as a contact name and telephone number for verbal requests for copies of the agenda; and
 - (d) The following or substantially similar language: "Pursuant to provisions of the Americans with Disabilities Act, any person requiring special accommodations to participate in this meeting/hearing/workshop is asked to advise the District Office at least forty-eight (48) hours before the meeting/hearing/workshop by contacting the District Manager at (407) 841-5524. If you are hearing or speech impaired, please contact the Florida Relay Service at 1 (800) 955-8770 or 1 (800) 955-8771, who can aid you in contacting the District Office."
 - (e) The following or substantially similar language: "A person who decides to appeal any decision made at the meeting/hearing/workshop with respect to any matter considered at the meeting/hearing/workshop is advised that person will need a record of the 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 the appeal is to be based."

- (f) The following or substantially similar language: “The meeting [or hearing or workshop] may be continued in progress without additional notice to a time, date, and location stated on the record.”

The date, time, and place of each meeting, hearing, or workshop of the Board shall additionally be posted on the District’s website at least seven (7) days prior to such meeting, hearing, or workshop.

- (2) Mistake. In the event that a meeting is held under the incorrect assumption that notice required by law and these Rules has been given, the Board at its next properly noticed meeting shall cure such defect by considering the agenda items from the prior meeting individually and anew.
- (3) Agenda. The District Manager, under the guidance of District Counsel and the Chairperson or Vice-Chairperson, shall prepare an agenda of the meeting/hearing/workshop. The agenda and any meeting materials available in an electronic format, excluding any i) confidential and ii) confidential and exempt information, shall be available to the public at least seven (7) days before the meeting/hearing/workshop, except in an emergency. Meeting materials shall be defined as, and limited to, the agenda, meeting minutes, resolutions, and agreements of the District that District staff deems necessary for Board approval. Inclusion of additional materials for Board consideration other than those defined herein as “meeting materials” shall not convert such materials into “meeting materials.” For good cause, the agenda may be changed after it is first made available for distribution, and additional materials may be added or provided under separate cover at the meeting. The requirement of good cause shall be liberally construed to allow the District to efficiently conduct business and to avoid the expenses associated with special meetings.

The District may, but is not required to, use the following format in preparing its agenda for its regular meetings:

- Call to order
- Roll call
- Public comments
- Organizational matters
- Review of minutes
- Specific items of old business
- Specific items of new business
- Staff reports
 - (a) District Counsel
 - (b) District Engineer
 - (c) District Manager
 - 1. Financial Report
 - 2. Approval of Expenditures
- Supervisor’s requests and comments

Adjournment

- (4) Minutes. The Secretary shall be responsible for preparing and keeping the minutes of each meeting of the Board. Minutes shall be corrected and approved by the Board at a subsequent meeting. The Secretary may work with other staff members in preparing draft minutes for the Board's consideration.
- (5) Special Requests. Persons wishing to receive, by mail, notices or agendas of meetings, may so advise the District Manager or Secretary at the District Office. Such persons shall furnish a mailing address in writing and shall be required to pre-pay the cost of the copying and postage.
- (6) Emergency Meetings. The Chairperson, or Vice-Chairperson if the Chairperson is unavailable, upon consultation with the District Manager and District Counsel, if available, may convene an emergency meeting of the Board without first having complied with sections (1) and (3) of this Rule, to act on emergency matters that may affect the public health, safety, or welfare. Whenever possible, the District Manager shall make reasonable efforts to provide public notice and notify all Board members of an emergency meeting twenty-four (24) hours in advance. Reasonable efforts may include telephone notification. Notice of the emergency meeting must be provided both before and after the meeting on the District's website, if it has one. Whenever an emergency meeting is called, the District Manager shall be responsible for notifying at least one newspaper of general circulation within the county in which the District is located. After an emergency meeting, the Board shall publish in a newspaper of general circulation within the county in which the District is located, the time, date and place of the emergency meeting, the reasons why an emergency meeting was necessary, and a description of the action taken. Actions taken at an emergency meeting may be ratified by the Board at a regularly noticed meeting subsequently held.
- (7) Public Comment. The Board shall set aside a reasonable amount of time at each meeting for public comment and members of the public shall be permitted to provide comment on any proposition before the Board. The portion of the meeting generally reserved for public comment shall be identified in the agenda. Policies governing public comment may be adopted by the Board in accordance with Florida law.
- (8) Budget Hearing. Notice of hearing on the annual budget(s) shall be in accord with Chapter 2025-238(6)(4), Laws of Florida. Once adopted in accord with Chapter 2025-238(6)(4), Laws of Florida, the annual budget(s) may be amended from time to time by action of the Board or as otherwise provided in the resolution approving the annual budget(s). Approval of invoices by the Board in excess of the funds allocated to a particular budgeted line item shall serve to amend the budgeted line item.

- (9) Public Hearings. Notice of required public hearings shall contain the information required by applicable Florida law and by these Rules applicable to meeting notices and shall be mailed and published as required by Florida law. The District Manager shall ensure that all such notices, whether mailed or published, contain the information required by Florida law and these Rules and are mailed and published as required by Florida law. Public hearings may be held during Board meetings when the agenda includes such public hearing.
- (10) Participation by Teleconference/Videoconference. District staff may participate in Board meetings by teleconference or videoconference. Board members may also participate in Board meetings by teleconference or videoconference if in the good judgment of the Board extraordinary circumstances exist; provided however, at least three Board members must be physically present at the meeting location to establish a quorum. Such extraordinary circumstances shall be presumed when a Board member participates by teleconference or videoconference, unless a majority of the Board members physically present determines that extraordinary circumstances do not exist.
- (11) Board Authorization. The District has not adopted Robert's Rules of Order. For each agenda item, there shall be discussion permitted among the Board members during the meeting. Unless such procedure is waived by the Board, approval or disapproval of resolutions and other proposed Board actions shall be in the form of a motion by one Board member, a second by another Board member, and an affirmative vote by the majority of the Board members present. Any Board member, including the Chairperson, can make or second a motion.
- (12) Continuances. Any meeting or public hearing of the Board may be continued without re-notice or re-advertising provided that:
- (a) The Board identifies on the record at the original meeting a reasonable need for a continuance;
 - (b) The continuance is to a specified date, time, and location publicly announced at the original meeting; and
 - (c) The public notice for the original meeting states that the meeting may be continued to a date and time and states that the date, time, and location of any continuance shall be publicly announced at the original meeting and posted at the District Office immediately following the original meeting.
- (13) Attorney-Client Sessions. An Attorney-Client Session is permitted when the District's attorneys deem it necessary to meet in private with the Board to discuss pending litigation to which the District is a party before a court or administrative agency or as may be authorized by law. The District's attorney must request such session at a public meeting. Prior to holding the Attorney-Client Session, the District must give reasonable public notice of the time and date of the session and

the names of the persons anticipated to attend the session. The session must commence at an open meeting in which the Chairperson or Vice-Chairperson announces the commencement of the session, the estimated length of the session, and the names of the persons who will be attending the session. The discussion during the session is confined to settlement negotiations or strategy related to litigation expenses or as may be authorized by law. Only the Board, the District's attorneys (including outside counsel), the District Manager, and the court reporter may attend an Attorney-Client Session. During the session, no votes may be taken and no final decisions concerning settlement can be made. Upon the conclusion of the session, the public meeting is reopened, and the Chairperson or Vice-Chairperson must announce that the session has concluded. The session must be transcribed by a court-reporter and the transcript of the session filed with the District Secretary within a reasonable time after the session. The transcript shall not be available for public inspection until after the conclusion of the litigation.

- (14) Security and Firesafety Board Discussions. Portions of a meeting which relate to or would reveal a security or firesafety system plan or portion thereof made confidential and exempt by section 119.071(3)(a), Florida Statutes, are exempt from the public meeting requirements and other requirements of section 286.011, Florida Statutes, and section 24(b), Article 1 of the State Constitution. Should the Board wish to discuss such matters, members of the public shall be required to leave the meeting room during such discussion. Any records of the Board's discussion of such matters, including recordings or minutes, shall be maintained as confidential and exempt records in accordance with Florida law.

Specific Authority: Ch. 2025-238(6)(6)(e); (6)(6)(q), Laws of Florida

Law Implemented: Ch. 2025-238(5) and (6), Laws of Florida, §§ 189.069(2)(a)16, 286.0105, 286.011, 286.0113, 286.0114, Fla. Stat.

Rule 1.4 Internal Controls to Prevent Fraud, Waste and Abuse

- (1) Internal Controls. The District shall establish and maintain internal controls designed to:
 - (a) Prevent and detect “**fraud**,” “**waste**” and “**abuse**” as those terms are defined in section 11.45(1), Florida Statutes; and
 - (b) Promote and encourage compliance with applicable laws, rules contracts, grant agreements, and best practices; and
 - (c) Support economical and efficient operations; and
 - (d) Ensure reliability of financial records and reports; and
 - (e) Safeguard assets.
- (2) Adoption. The internal controls to prevent fraud, waste and abuse shall be adopted and amended by the District in the same manner as District policies.

Specific Authority: Ch. 2025-238(6)(6)(e); (6)(6)(q), Laws of Florida
Law Implemented: § 218.33(3), Fla. Stat.

Rule 2.0 Rulemaking Proceedings.

- (1) Commencement of Proceedings. Proceedings held for adoption, amendment, or repeal of a District rule shall be conducted according to these Rules. Rulemaking proceedings shall be deemed to have been initiated upon publication of a Notice of Rule Development by the District as required by Section 2 of this Rule. A “**rule**” is a District statement of general applicability that implements, interprets, or prescribes law or policy, or describes the procedure or practice requirements of the District. Nothing herein shall be construed as requiring the District to consider or adopt rules unless required by Chapter 2025-238, Laws of Florida. Policies adopted by the District which do not consist of rates, fees, rentals or other monetary charges may be, but are not required to be, implemented through rulemaking proceedings.
- (2) Requirements of a Rule. All District rules as drafted shall:
 - (a) Contain only one subject;
 - (b) Include readable language, meaning it avoids i) the use of obscure words and unnecessarily long or complicated constructions, and ii) the use of unnecessary technical or specialized language that is understood only by members of particular trades or professions;
 - (c) Be indefinite such that the rule does not include a provision whereby the rule, or a portion thereof, automatically expires or is repealed on a specific date or at the end of a specified period, unless otherwise expressly authorized by law; and
 - (d) Only incorporate material by reference in compliance with Section 120.54(1)(i) of the Florida Statutes.
- (3) Statement of Estimated Regulatory Costs. Before adopting, amending, or repealing any rule, other than an emergency rule, the District may prepare a statement of estimated regulatory costs (“**SERC**”) based on the factors set forth in Section 120.541(2) of the Florida Statutes. The District shall prepare a SERC for a proposed rule if in accordance with the requirements of Section 120.541(2) of the Florida Statutes if: i) the proposed rule will have an adverse economic impact on small business; or ii) the proposed rule is likely to directly or indirectly increase regulatory costs in excess of \$200,000 in the aggregate in the state within one (1) year after implementation of the rule.
- (4) Notice of Rule Development.
 - (a) Except when the intended action is the repeal of a rule, the District shall provide notice of the development of a proposed rule (“**Notice of Rule Development**”) setting forth the following:

- (i) the subject area to be addressed by rule development;
 - (ii) A short, plain explanation of the purpose and effect of the proposed rule;
 - (iii) The grant of rulemaking authority for the proposed rule;
 - (iv) The law being implemented;
 - (v) The proposed rule number; and
 - (vi) If available, either the preliminary text of the proposed rule and any incorporated documents, or a statement of how a person may promptly obtain, without cost, a copy of any preliminary draft of such rule or documents.
- (b) The Notice of Rule Development shall be published in a newspaper of general circulation within the county or counties in which the District is located at least seven (7) days prior to the Notice of Rulemaking required by Section 5 of this Rule, and at least thirty-five (35) days prior to the intended action.

(5) Notice of Rulemaking.

- (a) Prior to the adoption, amendment, or repeal of any rule other than an emergency rule, the District shall provide notice of its intended action (the “**Notice of Rulemaking**”) setting forth the following:
 - (i) The proposed rule number;
 - (ii) The grant of rulemaking authority for the proposed rule;
 - (iii) The law being implemented or interpreted;
 - (iv) The name, e-mail address, and telephone number of the agency employee who may be contacted regarding the intended action;
 - (v) A concise summary of the District’s statement of the estimated regulatory costs, if one has been prepared, based on the factors set forth in Section 120.541(2) of the Florida Statutes, that describes the regulatory impact of the rule in readable language;
 - (vi) The District’s website where the statement of estimated regulatory costs can be viewed, in its entirety, if one has been prepared;
 - (vii) A statement that any person who wishes to provide the District with a lower cost regulatory alternative as provided by Section

120.541(1), must do so in writing within twenty-one (21) days after publication of the notice;

- (viii) A statement as to whether, based on the SERC or other information expressly relied upon and described by the District if no statement of regulatory costs is required, the proposed rule is expected to require legislative ratification pursuant to Section 120.541(3) of the Florida Statutes;
 - (ix) The date, time, and location of the public hearing on the proposed rule;
 - (x) The name, address, and telephone number of the District contact person who can provide information about the public hearing; and
 - (xi) A reference to both the date on which and the place where the Notice of Rule Development required by Section 4 of this Rule appeared, except when the intended action is the repeal of a rule.
- (b) The Notice of Rulemaking shall be published in a newspaper of general circulation within the county or counties in which the District is located at least seven (7) days after the Notice of Rule Development required by Section 4 of this Rule, and at least twenty-eight (28) days prior to the intended action. If the Notice of Rulemaking is not published within one-hundred eighty (180) days of the publication of the Notice of Rule Development, then the District's Board shall approve a concise statement at least seven (7) days prior to the conclusion of the one-hundred eighty (180) day timeframe identifying the reason for the delay, which may be supplemented quarterly until the District has adopted the proposed rule.
- (c) The Notice of Rulemaking shall be mailed or delivered electronically to all persons named in the proposed rule and to all persons who, at least fourteen (14) days before publication of the notice, have made requests of the District for advance notice of its rulemaking proceedings. Any person may file a written request with the District Manager to receive notice of the District's rulemaking proceedings. Such persons must furnish a mailing address or e-mail address, and may be required to pay the cost of copying and mailing as applicable.
- (d) As of the date of publication of the Notice of Rulemaking, the Board shall make available for public inspection and shall provide, upon request and payment of the cost of copies, the proposed rule, including all material proposed to be incorporated by reference.
- (6) Modification of Rules.
- (a) Technical Changes.

- (i) Prior to rule adoption, the District shall publish a notice of correction (“**Notice of Correction**”) if any of the information that is required to be included in the Notice of Rulemaking, including technical changes that correct citations or grammatical, typographical or similar errors that do not otherwise affect the substance of the rule, is omitted or is incorrect. A Notice of Correction cannot be used to make substantive changes to the rule text. The Notice of Correction shall be published in a newspaper of general circulation within the county or counties in which the District is located at least seven (7) days prior to the intended action.
- (ii) After rule adoption, a technical change to a rule may be approved at any time by the District. Promptly thereafter, a Notice of Correction shall be published by the District in the manner set forth in Section 6(a)(i) of this Rule.

(b) **Substantive Changes.**

- (i) Prior to rule adoption, the District shall publish a notice of change (“**Notice of Change**”) if there is any substantive change, other than a technical change that corrects citations or grammatical, typographical or similar errors that do not otherwise affect the substance of the rule, to a proposed rule, including any material incorporated by reference, or to a SERC. The Notice of Change must address a summary of the change and shall be published in a newspaper of general circulation within the county or counties in which the District is located at least twenty-one (21) days prior to the intended action. The Notice of Change shall also be set to those persons set forth in Section 5(C) of this Rule that have made requests of the District for advance notice of its rulemaking proceedings. Any substantive change must be either be:

1. Supported by the record of the public hearing held on the proposed rule;
2. In response to written materials submitted to the District; or
3. In response to an objection with the proposed rule by the District Board.

- (ii) After rule adoption, a substantive change to a rule shall be effectuated by initiating rulemaking as set forth in this Rule.

(7) Withdrawal of Proposed Rules.

- (a) Prior to the adoption of a rule, the District may elect to withdraw the proposed rule in whole or in part. After a rule has become effective, the District may only amend or repeal the rule through initiating the rulemaking procedures set forth in this Rule.
 - (b) Prior to the adoption of a rule, the District shall withdraw the proposed rule if the District has either failed to adopt such rule within one-hundred eighty (180) days of the publication of the Notice of Rule Development required by Section 4 of this Rule or to approve a concise statement at least seven (7) days prior to the conclusion of the one-hundred eighty (180) day timeframe identifying the reason for the delay, which may be supplemented quarterly until the District has adopted the proposed rule.
 - (c) In the event of a withdrawal of a proposed rule, the District shall publish a notice (“**Notice of Rule Withdrawal**”) in a newspaper of general circulation within the county or counties in which the District is located, and shall provide notice to those persons set forth in Section 5(c) of this Rule that have made requests of the District for advance notice of its rulemaking proceedings.
 - (d) Within fifteen (15) days after the end of each calendar quarter, the District shall compile and post on its website a list of each failure to publish a Notice of Rulemaking within the timeframe prescribed by Section 5(b) of this Rule, which list shall include the information set forth in Section 120.54(3)(d)(7) of the Florida Statutes. The District is only required to provide such posting in any calendar quarter(s) in which there is an actual failure to timely publish a Notice of Rulemaking, if any.
- (8) Rule Development Workshops.
- (a) Whenever requested in writing by any affected person, the District must conduct a rule development workshop prior to proposing rules for adoption for the purposes of rule development or information gathering for the preparation of the SERC, unless the Chairperson explains in writing why a workshop is unnecessary. The District may initiate a rule development workshop, but is not required to do so.
 - (b) If a workshop is held, the District must ensure that the person(s) responsible for preparing the rule and the SERC, if applicable, are available to explain the District’s proposed rule and to respond to questions or comments regarding the rule being developed.
 - (c) The notice of any workshop shall be published in a newspaper of general circulation within the county or counties in which the District is located at least fourteen (14) days prior to the workshop setting forth the following:

- (i) The place, date, and time of the workshop;
- (ii) The subject area that will be addressed; and
- (iii) The District Manager’s contact information.

(9) Petitions to Initiate Rulemaking.

- (a) All Petitions to Initiate Rulemaking Proceedings must contain the name, address, and telephone number of the petitioner, the specific action requested, the specific reason for adoption, amendment, or repeal, the date submitted, the text of the proposed rule, and the facts showing that the petitioner is regulated by the District or has a substantial interest in the rulemaking. District staff shall forward a copy of the petition to the District’s Board within seven (7) days of its receipt.
- (b) If the petition is directed to an adopted rule, within thirty (30) days following the date of filing a petition, the District shall either i) initiate rulemaking proceedings, ii) otherwise comply with the requested action, or iii) deny the petition with a written statement of its reasons for the denial.
- (c) If the petition is directed to an unadopted rule, within thirty (30) days following the date of filing a petition, the District shall either i) initiate rulemaking, or ii) set a public hearing to consider whether the public interest is served adequately by the application of the proposed rule on a case-by-case basis, as contrasted with its formal adoption as a rule.
 - (i) If the District elects to hold a public hearing, notice of the public hearing (“**Notice of Rulemaking Petition Public Hearing**”) shall be published in a newspaper of general circulation within the county or counties in which the District is located. The public hearing shall be held by the District within thirty (30) days after publication of the Notice of Rulemaking Petition Public Hearing.
 - (ii) Not later than thirty (30) days following the date of the public hearing held pursuant to Section 9(c)(i) of this Rule, the District shall either i) initiate rulemaking proceedings, ii) otherwise comply with the requested action, or iii) deny the petition with a written statement of its reasons for the denial.
 - 1. If the District decides to initiate rulemaking it shall proceed with the rulemaking process as set forth in this Rule.
 - 2. If the District decides to not initiate rulemaking or otherwise comply with the requested action, the District shall publish a statement of its reasons for not initiating rulemaking or

otherwise complying with the requested action and of any changes it will make in the scope or application of the unadopted rule (the “**Notice of Denial of Rulemaking Petition**”). The Notice of Denial of Rulemaking Petition shall be published in a newspaper of general circulation within the county or counties in which the District is located.

- (d) Nothing in this Rule shall be construed as requiring the District to adopt, amend, or repeal a rule as initiated by petition.

(10) Public Hearing.

- (a) The District may, or, upon the written request of any affected person received within twenty-one (21) days after the date of publication of the Notice of Rulemaking, shall, provide a public hearing for the presentation of evidence, argument, and oral statements, within the reasonable conditions and limitations imposed by the District to avoid duplication, irrelevant comments, unnecessary delay, or disruption of the proceedings. When a public hearing is held, the District shall ensure that staff is available to explain the proposed rule and to respond to questions or comments regarding the proposed rule. Written statements may be submitted by any person prior to or at the public hearing. All timely submitted written statements shall be considered by the District and made part of the rulemaking record.
- (b) The District shall publish notice of the public hearing (“**Notice of Public Hearing**”) in a newspaper of general circulation within the county or counties in which the District is located, either in the text of the Notice of Rulemaking or in a separate publication at least seven (7) days before the scheduled public hearing. The Notice of Public Hearing shall include the following information:
 - (i) The date, time, and location of the public hearing; and
 - (ii) The name, address, and telephone number of the District contact person who can provide information about the public hearing.

(11) Emergency Rule Adoption.

- (a) The Board may adopt an emergency rule if it finds that immediate danger to the public health, safety, or welfare exists which requires immediate action or if the Legislature authorizes the District to adopt emergency rules. The District may use any procedure which is fair under the circumstances in the adoption of an emergency rule as long as it protects the public interest as determined by the District.

- (b) At the time or prior to the adoption of an emergency rule, the District shall post on its website a notice regarding its adoption of the emergency rule (the “**Notice of Emergency Rule**”) which includes the specific facts and reasons for finding an immediate danger to the public health, safety, or welfare and its reasons for concluding that procedure used is fair under the circumstances. The Notice of Emergency Rule shall thereafter be promptly published in a newspaper of general circulation within the county or counties in which the District is located, and shall include the following information:
 - (i) The full text of the rule(s); and
 - (ii) The District’s findings of immediate danger, necessity, and procedural fairness or a citation to the grant of emergency rulemaking authority.

- (c) An emergency rule shall be effective immediately upon adoption by the District, or on a date less than twenty (20) days thereafter if specified in the emergency rule if the District finds that a later effective date is necessary because of immediate danger to the public health, safety, or welfare. An emergency rule may not be effective for a period of more than ninety (90) days after adoption and may not be renewable, unless the District has initiated rulemaking to adopt rules addressing the subject of the emergency rule and either i) a challenge to the proposed rules has been filed and remains pending or ii) the proposed rules are awaiting ratification by the Legislature, if applicable. Nothing in this paragraph prohibits the District from adopting a rule identical to the emergency rule through the non-emergency rulemaking procedures set forth in this Rule.
 - (i) If an emergency rule is being renewed in accordance with Section 11(d) of this Rule, notice of the renewal of the emergency rule (the “**Notice of Renewal of Emergency Rule**”) shall be published before the expiration of the existing emergency rule. The Notice of Renewal of Emergency Rule shall be published in a newspaper of general circulation within the county or counties in which the District is located and shall include the specific facts and reasons for such renewal.
 - (ii) For emergency rules with an effective period of longer than ninety (90) days which are intended to replace an existing rule, the Rulemaking Record for the existing rule, as required by Section 13 of this Rule, shall specifically identify the emergency rule that is intended to supersede the existing rule as well as the date that the emergency rule was adopted by the District.

- (d) The District may supersede an emergency rule in effect through the adoption of another emergency rule before the superseded rule expires. The District shall post on its website and publish a Notice of Emergency Rule, in accordance with Section 11(b) of this Rule, identifying the reason for adopting the superseding rule. The superseding rule shall not be in effect longer than the duration of the effective period of the superseded rule.
 - (e) The District may make technical changes to an emergency rule within the first seven (7) days after the rule is adopted, and such changes shall be published in a Notice of Correction as set forth in Section 6(a) of this Rule.
 - (f) The District may repeal an emergency rule before it expires by publishing a notice (“**Notice of Repeal of Emergency Rule**”) in a newspaper of general circulation within the county or counties in which the District is located. The Notice of Repeal of Emergency Rule shall include the following information:
 - (i) The full text of the emergency rule and a summary thereof;
 - (ii) The rule number; and
 - (iii) A short and plain explanation as to why the conditions specified in the Notice of Emergency Rule no longer require the emergency rule.
- (12) Negotiated Rulemaking. The District may use negotiated rulemaking in developing and adopting rules pursuant to Section 120.54(2)(d) of the Florida Statutes, except that any notices required under Section 120.54(2)(d) of the Florida Statutes, may be published in a newspaper of general circulation within the county or counties in which the District is located.
- (13) Rulemaking Record. In all rulemaking proceedings, the District shall compile and maintain a rulemaking record (“**Rulemaking Record**”) which shall be on file with the District at least twenty-one (21) days prior to the proposed adoption date of the rule. The Rulemaking Record shall include, as applicable:
- (a) A copy of the rule;
 - (b) Any material incorporated by reference in the rule;
 - (c) A detailed written statement of the facts and circumstances justifying the proposed rule;
 - (d) Any SERC for the rule, if required by Section 120.54(3)(b)1. of the Florida Statutes or otherwise prepared, and any information created or used by the District in determining whether a SERC is required;

- (e) A statement of the extent to which the proposed rule relates to federal standards on rules on the same subject;
- (f) The Notice of Rule Development, Notice of Rulemaking, and notice(s) of any workshops held pursuant to Section 8 of this Rule; and
- (g) If an emergency rule is intended to supersede an existing rule, the emergency rule number and the date that the emergency rule was adopted by the District.

(14) Petitions to Challenge Rules.

- (a) Any person substantially affected by a proposed or existing rule may seek an administrative determination of the invalidity of the rule on the ground that the rule is an invalid exercise of the District's authority.
 - (i) A petition alleging the invalidity of a proposed rule shall be filed within twenty-one (21) days after the date of publication of Notice of Rulemaking, within ten (10) days after the final public hearing is held on the proposed rule; within twenty (20) days after the SERC or revised SERC has been prepared and made available as provided in Section 120.541(1)(d) of the Florida Statutes, if applicable; or within twenty (20) days after the date of publication of the Notice of Rule Withdrawal required by Section 7(c) of this Rule.
 - (ii) A petition alleging the invalidity of an existing rule may be filed at any time during which the rule is in effect.
- (b) The petition seeking an administrative determination must state with particularity the provisions alleged to be invalid with sufficient explanation of the facts or grounds for the alleged invalidity and facts sufficient to show that the person challenging a proposed or existing rule is substantially affected by it. A person who is not substantially affected by the proposed rule as initially noticed, but who is substantially affected by the rule as a result of a change, may challenge any provision of the resulting proposed rule.
- (c) The petition shall be filed with the District. Within ten (10) days after receiving the petition, or seven (7) days if the challenge relates to an emergency rule, the Chairperson shall, if the petition complies with the requirements of subsection (b) of this section, designate any member of the Board (including the Chairperson), District Manager, District Counsel, or other person as a hearing officer who shall conduct a hearing within thirty (30) days thereafter, or fourteen (14) days if the challenge relates to an emergency rule, unless the petition is withdrawn or a continuance is granted by agreement of the parties. The failure of the District to follow the

applicable rulemaking procedures or requirements in this Rule shall be presumed to be material; however, the District may rebut this presumption by showing that the substantial interests of the petitioner and the fairness of the proceedings have not been impaired.

- (d) At the hearing, the petitioner and the District shall be adverse parties. Other substantially affected persons may join the proceedings as intervenors on appropriate terms which shall not unduly delay the proceedings.
- (e) Hearings held under this section shall be de novo in nature. For proposed rules, the petitioner has the burden to prove by a preponderance of the evidence that it would be substantially affected by the proposed rule, and the District has the burden to prove by a preponderance of the evidence that the proposed rule is not an invalid exercise of delegated legislative authority as to the objections raised. For existing rules, the petitioner has a burden of proving by a preponderance of the evidence that the existing rule is an invalid exercise of District authority as to the objections raised. During the hearing, the hearing officer may:
 - (i) Administer oaths and affirmations;
 - (ii) Rule upon offers of proof and receive relevant evidence;
 - (iii) Regulate the course of the hearing, including any pre-hearing matters;
 - (iv) Enter orders; and
 - (v) Make or receive offers of settlement, stipulation, and adjustment.
- (f) Within thirty (30) days after the hearing, or fourteen (14) days of the challenge relate to an emergency rule, the hearing officer shall render a decision and state the reasons therefor in writing. The hearing officer's order shall be considered final agency action. The hearing officer may declare all or part of a proposed or existing rule invalid. For a proposed rule, the proposed rule or provision thereof declared invalid shall not be adopted unless the decision of the hearing officer is reversed on appeal. In the event part of a proposed rule is declared invalid, the District may, in its sole discretion, withdraw the proposed rule in its entirety. For an existing rule, the rule or part thereof declared invalid shall become void when the time for filing an appeal expires. In the event that a proposed or existing rule has been declared invalid in whole or part, the District shall promptly publish notice of such occurrence published in a newspaper of general circulation within the county or counties in which the District is located.

- (15) Variations and Waivers. A “**variance**” means a decision by the District to grant a modification to all or part of the literal requirements of a rule to a person who is subject to the rule. A “**waiver**” means a decision by the District not to apply all or part of a rule to a person who is subject to the rule. Variations and waivers from District rules may be granted subject to the following:
- (a) Variations and waivers shall be granted when the person subject to the rule demonstrates that the purpose of the underlying statute will be or has been achieved by other means by the person, and when application of the rule would create a substantial hardship or would violate principles of fairness. For purposes of this section, “**substantial hardship**” means a demonstrated economic, technological, legal, or other type of hardship to the person requesting the variance or waiver. For purposes of this section, “**principles of fairness**” are violated when the literal application of a rule affects a particular person in a manner significantly different from the way it affects other similarly situated persons who are subject to the rule.
 - (b) A person who is subject to regulation by a District rule may file a petition with the District, requesting a variance or waiver from the District’s rule. Each petition shall specify:
 - (i) The rule from which a variance or waiver is requested;
 - (ii) The type of action requested;
 - (iii) The specific facts that would justify a waiver or variance for the petitioner; and
 - (iv) The reason why the variance or the waiver requested would serve the purposes of the underlying statute.
 - (c) The District shall review the petition and may request only that information needed to clarify the petition or to answer new questions raised by or directly related to the petition. If the petitioner asserts that any request for additional information is not authorized by law or by rule of the District, the District shall proceed, at the petitioner’s written request, to process the petition.
 - (d) The Board shall grant or deny a petition for variance or waiver and shall announce such disposition at a publicly held meeting of the Board, within ninety (90) days after receipt of the original petition, the last item of timely requested additional material, or the petitioner’s written request to finish processing the petition. The District’s statement granting or denying the petition shall contain a statement of the relevant facts and reasons supporting the District’s action. The District shall maintain a record of the type and disposition of each petition filed.

(16) Review of Adopted Rules.

- (a) By January 1, 2026, District staff shall prepare a report that summarizes the District’s existing rules anticipated to be reviewed during the current fiscal year, if any, and the recommended action on each rule (the “**Existing Rule Review Report**”). The Existing Rule Review Report shall be presented to the District’s Board at a noticed Board meeting as soon as practicable after preparation by District staff. District staff shall continue to annually prepare an updated Existing Rule Review Report by January 1 of each year until all District rules have been reviewed. The District is not bound to review its existing rules in accordance with the schedule set forth in an Existing Rule Review Report, but is required to complete the review of at least twenty (20%) percent of its existing rules per year until all existing rules have been reviewed in accordance with this Section. In any event, all existing rules of the District shall be reviewed by July 1, 2030.
- (b) Any new rule adopted after July 1, 2025, must be reviewed in the fifth year following adoption. Such review must be completed before the day that marks the sixth year since the adoption of the rule.
- (c) In conducting its rule review process, the District shall determine whether each rule:
 - (i) Is a valid exercise of delegated legislative authority;
 - (ii) Has current statutory authority;
 - (iii) Reiterates or paraphrases statutory material;
 - (iv) Is in proper form;
 - (v) Is consistent with expressed legislative intent pertaining to the specific provisions of law which the rule implements;
 - (vi) Requires a technical or substantive update to reflect current use; and
 - (vii) Requires updated references to statutory citations and incorporated materials.
- (d) By April 1 of each year in which a rule review is being undertaken, the District shall adopt a resolution evidencing the completion of rule review and authorizing one of the following actions relative to its rule review (the “**Rule Review Resolution**”):

- (i) If the District determines that no change is necessary, the District Rule Review Resolution shall include the following information:
 - 1. A copy of the reviewed rule;
 - 2. A written statement of its intended action; and
 - 3. Its assessment of factors specified in Section 16(c) of this Rule.

- (ii) If the District determines that one or more technical changes are necessary, the District Rule Review Resolution shall include the following information:
 - 1. A copy of the reviewed rule and the recommended technical change or changes coded by underlining new text and striking through deleted text;
 - 2. A written statement of its intended action;
 - 3. Its assessment of the factors specified in Section 16(c) of this Rule; and
 - 4. The facts and circumstances justifying the technical change or changes to the reviewed rule.

- (iii) If the District determines that the rule requires a substantive change, the District shall promptly initiate rulemaking in accordance with this Rule to make all changes, including any technical changes, and the District Rule Review Resolution shall include the following information:
 - 1. A copy of the reviewed rule;
 - 2. The recommended change or changes coded by underlining new text and striking through deleted text;
 - 3. A written statement of its intended action; and
 - 4. Its assessment of factors specified in Section 16(c) of this Rule.

- (iv) If the District determines that the rule should be repealed, the District shall promptly initiate the repeal the rule in accordance with this Rule, and the District Rule Review Resolution shall

include the following information:

1. A written statement of its intended action; and
 2. Its assessment of factors specified in subsection 16(c) of this Rule.
- (e) The rule review is completed upon the District’s adoption of the Rule Review Resolution and, if there is a substantive change or repeal of a rule approved the Board, the timely commencement of the rulemaking or rule repeal process set forth in this Rule. Promptly after completion of the rule review, the District shall publish a notice of the completed rule review (“**Notice of Completed Rule Review**”) in a newspaper of general circulation within the county or counties in which the District is located. The Notice of Completed Rule Review shall identify the action taken by the District with respect to the reviewed rule.
- (17) Rates, Fees, Rentals and Other Charges. All rates, fees, rentals, or other charges shall be subject to rulemaking proceedings.

Specific Authority: Ch. 2025-238(6)(6)(e); (6)(6)(q) and (6)(20), Laws of Florida

Law Implemented: Ch. 2025-238(6)(6)(e) and (6)(20), Laws of Florida, §§ 120.54, 120.542, 120.5435, 120.56, 120.81(2)(B), Fla. Stat.

Rule 3.0 Competitive Purchase.

- (1) Purpose and Scope. In order to comply with Chapter 2025-238(6)(19)(a) through (c), Laws of Florida and Sections 287.055 and 287.017 of the Florida Statutes, the following provisions shall apply to the purchase of Professional Services, insurance, construction contracts, design-build services, goods, supplies, and materials, Contractual Services, and maintenance services.
- (2) Board Authorization. Except in cases of an Emergency Purchase, a competitive purchase governed by these Rules shall only be undertaken after authorization by the Board.
- (3) Definitions.
 - (a) **“Competitive Solicitation”** means a formal, advertised procurement process, other than an Invitation to Bid, Request for Proposals, or Invitation to Negotiate, approved by the Board to purchase commodities and/or services which affords vendors fair treatment in the competition for award of a District purchase contract.
 - (b) **“Continuing Contract”** means a contract for Professional Services entered into in accordance with Section 287.055 of the Florida Statutes, between the District and a firm, whereby the firm provides Professional Services to the District for projects in which the costs do not exceed two million dollars (\$2,000,000), for a study activity when the fee for such Professional Services to the District does not exceed two hundred thousand dollars (\$200,000), or for work of a specified nature as outlined in the contract with the District, with no time limitation except that the contract must provide a termination clause (for example, a contract for general District engineering services). Firms providing Professional Services under Continuing Contracts shall not be required to bid against one another.
 - (c) **“Contractual Service”** means the rendering by a contractor of its time and effort rather than the furnishing of specific commodities. The term applies only to those services rendered by individuals and firms who are independent contractors. Contractual Services do not include auditing services, Maintenance Services, or Professional Services as defined in Section 287.055(2)(a) of the Florida Statutes, and these Rules. Contractual Services also do not include any contract for the furnishing of labor or materials for the construction, renovation, repair, modification, or demolition of any facility, building, portion of building, utility, park, parking lot, or structure or other improvement to real property entered into pursuant to Chapter 255 of the Florida Statutes, and Rules 3.5 or 3.6.
 - (d) **“Design-Build Contract”** means a single contract with a Design-Build Firm for the design and construction of a public construction project.

- (e) **“Design-Build Firm”** means a partnership, corporation or other legal entity that:
 - (i) Is certified under Section 489.119 of the Florida Statutes, to engage in contracting through a certified or registered general contractor or a certified or registered building contractor as the qualifying agent; or
 - (ii) Is certified under Section 471.023 of the Florida Statutes, to practice or to offer to practice engineering; certified under Section 481.219 of the Florida Statutes, to practice or to offer to practice architecture; or certified under Section 481.319 of the Florida Statutes, to practice or to offer to practice landscape architecture.
- (f) **“Design Criteria Package”** means concise, performance-oriented drawings or specifications for a public construction project. The purpose of the Design Criteria Package is to furnish sufficient information to permit Design-Build Firms to prepare a bid or a response to the District’s Request for Proposals, or to permit the District to enter into a negotiated Design-Build Contract. The Design Criteria Package must specify performance-based criteria for the public construction project, including the legal description of the site, survey information concerning the site, interior space requirements, material quality standards, schematic layouts and conceptual design criteria of the project, cost or budget estimates, design and construction schedules, site development requirements, provisions for utilities, stormwater retention and disposal, and parking requirements applicable to the project. Design Criteria Packages shall require firms to submit information regarding the qualifications, availability, and past work of the firms, including the partners and members thereof.
- (g) **“Design Criteria Professional”** means a firm who holds a current certificate of registration under Chapter 481 of the Florida Statutes, to practice architecture or landscape architecture, or a firm who holds a current certificate as a registered engineer under Chapter 471 of the Florida Statutes, to practice engineering, and who is employed by or under contract to the District to provide professional architect services, landscape architect services, or engineering services in connection with the preparation of the Design Criteria Package.
- (h) **“Emergency Purchase”** means a purchase necessitated by a sudden unexpected turn of events (for example, acts of God, riot, fires, floods, hurricanes, accidents, or any circumstances or cause beyond the control of the Board in the normal conduct of its business), where the Board finds that the delay incident to competitive purchase would be detrimental to the interests of the District. This includes, but is not limited to, instances where

the time to competitively award the project will jeopardize the funding for the project, will materially increase the cost of the project, or will create an undue hardship on the public health, safety, or welfare.

- (i) **“Invitation to Bid”** is a written solicitation for sealed bids with the title, date, and hour of the public bid opening designated specifically and defining the commodity or service involved. It includes printed instructions prescribing conditions for bidding, qualification, evaluation criteria, and provides for a manual signature of an authorized representative. It may include one or more bid alternates.
- (j) **“Invitation to Negotiate”** means a written solicitation for competitive sealed replies to select one or more vendors with which to commence negotiations for the procurement of commodities or services.
- (k) **“Negotiate”** means to conduct legitimate, arm’s length discussions and conferences to reach an agreement on a term or price.
- (l) **“Professional Services”** means those services within the scope of the practice of architecture, professional engineering, landscape architecture, or registered surveying and mapping, as defined by the laws of Florida, or those services performed by any architect, professional engineer, landscape architect, or registered surveyor and mapper, in connection with the firm’s or individual’s professional employment or practice.
- (m) **“Proposal (or Reply or Response) Most Advantageous to the District”** means, as determined in the sole discretion of the Board, the proposal, reply, or response that is:
 - (i) Submitted by a person or firm capable and qualified in all respects to perform fully the contract requirements, who has the integrity and reliability to assure good faith performance;
 - (ii) The most responsive to the Request for Proposals, Invitation to Negotiate, or Competitive Solicitation as determined by the Board; and
 - (iii) For a cost to the District deemed by the Board to be reasonable.
- (n) **“Purchase”** means acquisition by sale, rent, lease, lease/purchase, or installment sale. It does not include transfer, sale, or exchange of goods, supplies, or materials between the District and any federal, state, regional or local governmental entity or political subdivision of the State of Florida.
- (o) **“Request for Proposals”** or **“RFP”** is a written solicitation for sealed proposals with the title, date, and hour of the public opening designated and

requiring the manual signature of an authorized representative. It may provide general information, applicable laws and rules, statement of work, functional or general specifications, qualifications, proposal instructions, work detail analysis, and evaluation criteria as necessary.

- (p) **“Responsive and Responsible Bidder”** means an entity or individual that has submitted a bid that conforms in all material respects to the Invitation to Bid and has the capability in all respects to fully perform the contract requirements and the integrity and reliability that will assure good faith performance. **“Responsive and Responsible Vendor”** means an entity or individual that has submitted a proposal, reply, or response that conforms in all material respects to the Request for Proposals, Invitation to Negotiate, or Competitive Solicitation and has the capability in all respects to fully perform the contract requirements and the integrity and reliability that will assure good faith performance. In determining whether an entity or individual is a Responsive and Responsible Bidder (or Vendor), the District may consider, in addition to factors described in the Invitation to Bid, Request for Proposals, Invitation to Negotiate, or Competitive Solicitation, the following:
- (i) The ability and adequacy of the professional personnel employed by the entity/individual;
 - (ii) The past performance of the entity/individual for the District and in other professional employment;
 - (iii) The willingness of the entity/individual to meet time and budget requirements;
 - (iv) The geographic location of the entity’s/individual’s headquarters or office in relation to the project;
 - (v) The recent, current, and projected workloads of the entity/individual;
 - (vi) The volume of work previously awarded to the entity/individual;
 - (vii) Whether the cost components of the bid or proposal are appropriately balanced; and
 - (viii) Whether the entity/individual is a certified minority business enterprise.
- (q) **“Responsive Bid,” “Responsive Proposal,” “Responsive Reply,” and “Responsive Response”** all mean a bid, proposal, reply, or response which conforms in all material respects to the specifications and conditions in the

Invitation to Bid, Request for Proposals, Invitations to Negotiate, or Competitive Solicitation document and these Rules, and the cost components of which, if any, are appropriately balanced. A bid, proposal, reply or response is not responsive if the person or firm submitting it fails to meet any material requirement relating to the qualifications, financial stability, or licensing of the bidder.

Specific Authority: Ch. 2025-238(6)(6)(e); (6)(6)(q), Laws of Florida

Law Implemented: Ch. 2025-238(6)(19), Laws of Florida, §§ 255.20, 287.055, Fla. Stat.

Rule 3.1 Procedure Under the Consultants' Competitive Negotiations Act.

- (1) Scope. The following procedures are adopted for the selection of firms or individuals to provide Professional Services exceeding the thresholds herein described, for the negotiation of such contracts, and to provide for protest of actions of the Board under this Rule. As used in this Rule, “**Project**” means that fixed capital outlay study or planning activity when basic construction cost is estimated by the District to exceed the threshold amount provided in Section 287.017 of the Florida Statutes, for CATEGORY FIVE, or for a planning study activity when the fee for Professional Services is estimated by the District to exceed the threshold amount provided in Section 287.017 for CATEGORY TWO, as such categories may be amended or adjusted from time to time.

- (2) Qualifying Procedures. In order to be eligible to provide Professional Services to the District, a consultant must, at the time of receipt of the firm’s qualification submittal:
 - (a) Hold all required applicable state professional licenses in good standing;
 - (b) Hold all required applicable federal licenses in good standing, if any;
 - (c) Hold a current and active Florida corporate charter or be authorized to do business in the State of Florida in accordance with Chapter 607 of the Florida Statutes, if the consultant is a corporation; and
 - (d) Meet any qualification requirements set forth in the District’s Request for Qualifications.

Evidence of compliance with this Rule may be submitted with the qualifications, if requested by the District. In addition, evidence of compliance must be submitted any time requested by the District.

- (3) Public Announcement. Except in cases of valid public emergencies as certified by the Board, the District shall announce each occasion when Professional Services are required for a Project or a Continuing Contract by publishing a notice providing a general description of the Project, or the nature of the Continuing Contract, and the method for interested consultants to apply for consideration. The notice shall appear in at least one (1) newspaper of general circulation within the county or counties in which the District is located and in such other places as the District deems appropriate. The notice must allow at least fourteen (14) days for submittal of qualifications from the date of publication. The District may maintain lists of consultants interested in receiving such notices. These consultants are encouraged to submit annually statements of qualifications and performance data. The District shall make reasonable efforts to provide copies of any notices to such consultants, but the failure to do so shall not give such consultants any bid protest or other rights or otherwise disqualify any otherwise valid procurement process. The Board has

the right to reject any and all qualifications, and such reservation shall be included in the published notice. Consultants not receiving a contract award shall not be entitled to recover from the District any costs of qualification package preparation or submittal.

(4) Competitive Selection.

- (a) The Board shall review and evaluate the data submitted in response to the notice described in section (3) of this Rule regarding qualifications and performance ability, as well as any statements of qualifications on file. The Board shall conduct discussions with, and may require public presentation by consultants regarding their qualifications, approach to the Project, and ability to furnish the required services. The Board shall then select and list the consultants, in order of preference, deemed to be the most highly capable and qualified to perform the required Professional Services, after considering these and other appropriate criteria:
 - (i) The ability and adequacy of the professional personnel employed by each consultant;
 - (ii) Whether a consultant is a certified minority business enterprise;
 - (iii) Each consultant's past performance;
 - (iv) The willingness of each consultant to meet time and budget requirements;
 - (v) The geographic location of each consultant's headquarters, office and personnel in relation to the project;
 - (vi) The recent, current, and projected workloads of each consultant; and
 - (vii) The volume of work previously awarded to each consultant by the District.
- (b) Nothing in these Rules shall prevent the District from evaluating and eventually selecting a consultant if less than three (3) Responsive qualification packages, including packages indicating a desire not to provide Professional Services on a given Project, are received.
- (c) If the selection process is administered by any person or committee other than the full Board, the selection made will be presented to the full Board with a recommendation that competitive negotiations be instituted with the selected firms in order of preference listed.

- (d) Notice of the rankings adopted by the Board, including the rejection of some or all qualification packages, shall be provided in writing to all proposers by e-mail (with a delivery and read receipt), United States Mail, hand delivery, or overnight delivery service. The District may alternatively post the notice of intent to award on its website at the conclusion of the Board meeting where the proposals were evaluated if so provided for in the Request for Qualifications. The notice shall include the following statement: “Failure to file a protest within the time prescribed in Rule 3.11 of the Rules of the District shall constitute a waiver of proceedings under those Rules,” or wording to that effect. Protests of the District’s ranking decisions under this Rule shall be in accordance with the procedures set forth in Rule 3.11.

(5) Competitive Negotiation.

- (a) After the Board has authorized the beginning of competitive negotiations, the District may begin such negotiations with the firm listed as most qualified to perform the required Professional Services at a rate or amount of compensation which the Board determines is fair, competitive, and reasonable.
- (b) In negotiating a lump-sum or cost-plus-a-fixed-fee professional contract for more than the threshold amount provided in Section 287.017 of the Florida Statutes, for CATEGORY FOUR, the firm receiving the award shall be required to execute a truth-in-negotiation certificate stating that “wage rates and other factual unit costs supporting the compensation are accurate, complete and current at the time of contracting.” In addition, any professional service contract under which such a certificate is required, shall contain a provision that “the original contract price and any additions thereto, shall be adjusted to exclude any significant sums by which the Board determines the contract price was increased due to inaccurate, incomplete, or noncurrent wage rates and other factual unit costs.”
- (c) Should the District be unable to negotiate a satisfactory agreement with the firm determined to be the most qualified at a price deemed by the District to be fair, competitive, and reasonable, then negotiations with that firm shall be terminated and the District shall immediately begin negotiations with the second most qualified firm. If a satisfactory agreement with the second firm cannot be reached, those negotiations shall be terminated and negotiations with the third most qualified firm shall be undertaken.
- (d) Should the District be unable to negotiate a satisfactory agreement with one of the top three (3) ranked consultants, additional firms shall be selected by the District, in order of their competence and qualifications. Negotiations shall continue, beginning with the first-named firm on the list, until an agreement is reached or the list of firms is exhausted.

- (6) Contracts; Public Records. In accordance with Florida law, each contract entered into pursuant to this Rule shall include provisions required by law that require the contractor to comply with public records laws.
- (7) Continuing Contract. Nothing in this Rule shall prohibit a Continuing Contract between a consultant and the District.
- (8) Emergency Purchase. The District may make an Emergency Purchase without complying with these Rules. The fact that an Emergency Purchase has occurred or is necessary shall be noted in the minutes of the next Board meeting.

Specific Authority: Ch. 2025-238(6)(6)(e); (6)(6)(q), Laws of Florida

Law Implemented: Ch. 2025-238(6)(6)(c); (6)(19), Laws of Florida, §§ 119.0701, 287.055, Fla. Stat.

Rule 3.2 Procedure Regarding Auditor Selection.

In order to comply with the requirements of Section 218.391 of the Florida Statutes, the following procedures are outlined for selection of firms or individuals to provide Auditing Services and for the negotiation of such contracts. “**Auditing Services**” means those services within the scope of the practice of a certified public accounting firm licensed under Chapter 473 of the Florida Statutes, and qualified to conduct audits in accordance with government auditing standards as adopted by the Florida Board of Accountancy. For audits required under Chapter 2025-238, Laws of Florida but not meeting the thresholds of Chapter 218 of the Florida Statutes, the District need not follow these procedures but may proceed with the selection of a firm or individual to provide Auditing Services and for the negotiation of such contracts in the manner the Board determines is in the best interests of the District.

- (1) Establishment of Auditor Selection Committee. Prior to a public announcement under section (3) of this Rule that Auditing Services are required, the Board shall establish an auditor selection committee (“**Committee**”), the primary purpose of which is to assist the Board in selecting an auditor to conduct the annual financial audit required by Section 218.39 of the Florida Statutes. The Committee shall include at least three individuals, at least one of which must also be a member of the Board. The establishment and selection of the Committee must be conducted at a publicly noticed and held meeting of the Board. The Chairperson of the Committee must be a member of the Board. An employee, a chief executive officer, or a chief financial officer of the District may not serve as a member of the Committee; provided however such individual may serve the Committee in an advisory capacity.
- (2) Establishment of Minimum Qualifications and Evaluation Criteria. Prior to a public announcement under section (3) of this Rule that Auditing Services are required, the Committee shall meet at a publicly noticed meeting to establish minimum qualifications and factors to use for the evaluation of Auditing Services to be provided by a certified public accounting firm licensed under Chapter 473 of the Florida Statutes, and qualified to conduct audits in accordance with government auditing standards as adopted by the Florida Board of Accountancy.
 - (a) Minimum Qualifications. In order to be eligible to submit a proposal, a firm must, at all relevant times including the time of receipt of the proposal by the District:
 - (i) Hold all required applicable state professional licenses in good standing;
 - (ii) Hold all required applicable federal licenses in good standing, if any;

- (iii) Hold a current and active Florida corporate charter or be authorized to do business in the State of Florida in accordance with Chapter 607 of the Florida Statutes, if the proposer is a corporation; and
- (iv) Meet any pre-qualification requirements established by the Committee and set forth in the RFP or other specifications.

If requested in the RFP or other specifications, evidence of compliance with the minimum qualifications as established by the Committee must be submitted with the proposal.

- (b) Evaluation Criteria. The factors established for the evaluation of Auditing Services by the Committee shall include, but are not limited to:
 - (i) Ability of personnel;
 - (ii) Experience;
 - (iii) Ability to furnish the required services; and
 - (iv) Such other factors as may be determined by the Committee to be applicable to its particular requirements.

The Committee may also choose to consider compensation as a factor. If the Committee establishes compensation as one of the factors, compensation shall not be the sole or predominant factor used to evaluate proposals.

- (3) Public Announcement. After identifying the factors to be used in evaluating the proposals for Auditing Services as set forth in section (2) of this Rule, the Committee shall publicly announce the opportunity to provide Auditing Services. Such public announcement shall include a brief description of the audit and how interested firms can apply for consideration and obtain the RFP. The notice shall appear in at least one (1) newspaper of general circulation within the county or counties in which the District is located. The public announcement shall allow for at least seven (7) days for the submission of proposals.
- (4) Request for Proposals. The Committee shall provide interested firms with a Request for Proposals (“RFP”). The RFP shall provide information on how proposals are to be evaluated and such other information the Committee determines is necessary for the firm to prepare a proposal. The RFP shall state the time and place for submitting proposals, which may be submitted either electronically or via hard copy as determined by the District and provided for in the RFP. For the avoidance of doubt, the Proposals shall not be required to be publicly opened at the date, time, and place provided for in the RFP relative to the submission of Proposals.

- (5) Committee's Evaluation of Proposals and Recommendation. The Committee shall meet at a publicly held meeting that is publicly noticed for a reasonable time in advance of the meeting to evaluate all qualified proposals and may, as part of the evaluation, require that each interested firm provide a public presentation where the Committee may conduct discussions with the firm, and where the firm may present information, regarding the firm's qualifications. At the public meeting, the Committee shall rank and recommend in order of preference no fewer than three firms deemed to be the most highly qualified to perform the required services after considering the factors established pursuant to subsection (2)(b) of this Rule. If fewer than three firms respond to the RFP or if no firms respond to the RFP, the Committee shall recommend such firm as it deems to be the most highly qualified. Notwithstanding the foregoing, the Committee may recommend that any and all proposals be rejected.
- (6) Board Selection of Auditor.
- (a) Where compensation was not selected as a factor used in evaluating the proposals, the Board shall negotiate with the firm ranked first and inquire of that firm as to the basis of compensation. If the Board is unable to negotiate a satisfactory agreement with the first ranked firm at a price deemed by the Board to be fair, competitive, and reasonable, then negotiations with that firm shall be terminated and the Board shall immediately begin negotiations with the second ranked firm. If a satisfactory agreement with the second ranked firm cannot be reached, those negotiations shall be terminated and negotiations with the third ranked firm shall be undertaken. The Board may reopen formal negotiations with any one of the three top-ranked firms, but it may not negotiate with more than one firm at a time. If the Board is unable to negotiate a satisfactory agreement with any of the selected firms, the Committee shall recommend additional firms in order of the firms' respective competence and qualifications. Negotiations shall continue, beginning with the first-named firm on the list, until an agreement is reached or the list of firms is exhausted.
- (b) Where compensation was selected as a factor used in evaluating the proposals, the Board shall select the highest-ranked qualified firm or document in its public records the reason for not selecting the highest-ranked qualified firm.
- (c) In negotiations with firms under this Rule, the Board may allow the District Manager, District Counsel, or other designee to conduct negotiations on its behalf.
- (d) Notwithstanding the foregoing, the Board may reject any or all proposals. The Board shall not consider any proposal, or enter into any contract for Auditing Services, unless the proposed agreed-upon compensation is

reasonable to satisfy the requirements of Section 218.39 of the Florida Statutes, and the needs of the District.

- (7) Contract. Any agreement reached under this Rule shall be evidenced by a written contract, which may take the form of an engagement letter signed and executed by both parties. The written contract shall include all provisions and conditions of the procurement of such services and shall include, at a minimum, the following:
- (a) A provision specifying the services to be provided and fees or other compensation for such services;
 - (b) A provision requiring that invoices for fees or other compensation be submitted in sufficient detail to demonstrate compliance with the terms of the contract;
 - (c) A provision setting forth deadlines for the auditor to submit a preliminary draft audit report to the District for review and to submit a final audit report no later than June 30 of the fiscal year that follows the fiscal year for which the audit is being conducted;
 - (d) A provision specifying the contract period, including renewals, and conditions under which the contract may be terminated or renewed. The maximum contract period including renewals shall be five (5) years. A renewal may be done without the use of the auditor selection procedures provided in this Rule but must be in writing.
 - (e) Provisions required by law that require the auditor to comply with public records laws.
- (8) Notice of Award. Once a negotiated agreement with a firm or individual is reached, or the Board authorizes the execution of an agreement with a firm where compensation was a factor in the evaluation of proposals, notice of the intent to award, including the rejection of some or all proposals, shall be provided in writing to all proposers by e-mail (with a delivery and read receipt), United States Mail, hand delivery, or overnight delivery service. The District may alternatively post the notice of intent to award on its website at the conclusion of the Board meeting where the proposals were evaluated if so provided for in the RFP. The notice shall include the following statement: “Failure to file a protest within the time prescribed in Rule 3.11 of the Rules of the District shall constitute a waiver of proceedings under those Rules,” or wording to that effect. Protests regarding the award of contracts under this Rule shall be as provided for in Rule 3.11. No proposer shall be entitled to recover any costs of proposal preparation or submittal from the District.

Specific Authority: Ch. 2025-238(6)(6)(e); (6)(6)(q), Laws of Florida
Law Implemented: §§ 119.0701, 218.33, 218.391, Fla. Stat.

Rule 3.3 Purchase of Insurance.

- (1) Scope. The purchases of life, health, accident, hospitalization, legal expense, or annuity insurance, or all of any kinds of such insurance for the officers and employees of the District, and for health, accident, hospitalization, and legal expenses upon a group insurance plan by the District, shall be governed by this Rule. This Rule does not apply to the purchase of any other type of insurance by the District, including but not limited to liability insurance, property insurance, and directors and officers insurance. Nothing in this Rule shall require the District to purchase insurance.
- (2) Procedure. For a purchase of insurance within the scope of these Rules, the following procedure shall be followed:
 - (a) The Board shall cause to be prepared a Notice of Invitation to Bid.
 - (b) Notice of the Invitation to Bid shall be advertised at least once in a newspaper of general circulation within the county or counties in which the District is located. The notice shall allow at least fourteen (14) days for submittal of bids.
 - (c) The District may maintain a list of persons interested in receiving notices of Invitations to Bid. The District shall make reasonable efforts to provide copies of any notices to such persons, but the failure to do so shall not give such consultants any bid protest or other rights or otherwise disqualify any otherwise valid procurement process.
 - (d) Bids shall be opened at the time and place noted in the Invitation to Bid.
 - (e) If only one (1) response to an Invitation is received, the District may proceed with the purchase. If no response to an Invitation to Bid is received, the District may take whatever steps are reasonably necessary in order to proceed with the purchase.
 - (f) The Board has the right to reject any and all bids and such reservations shall be included in all solicitations and advertisements.
 - (g) Simultaneously with the review of the submitted bids, the District may undertake negotiations with those companies that have submitted reasonable and timely bids and, in the opinion of the District, are fully qualified and capable of meeting all services and requirements. Bid responses shall be evaluated in accordance with the specifications and criteria contained in the Invitation to Bid; in addition, the total cost to the District, the cost, if any, to the District officers, employees, or their dependents, the geographic location of the company's headquarters and offices in relation to the District, and the ability of the company to guarantee

premium stability may be considered. A contract to purchase insurance shall be awarded to that company whose response to the Invitation to Bid best meets the overall needs of the District, its officers, employees, and/or dependents.

- (h) Notice of the intent to award, including rejection of some or all bids, shall be provided in writing to all proposers by e-mail (with a delivery and read receipt), United States Mail, hand delivery, or overnight delivery service. The District may alternatively post the notice of intent to award on its website at the conclusion of the Board meeting where the proposals were evaluated if so provided for in the Invitation to Bid. The notice shall include the following statement: “Failure to file a protest within the time prescribed in Rule 3.11 of the Rules of the District shall constitute a waiver of proceedings under those Rules,” or wording to that effect. Protests of the District’s procurement of insurance under this Rule shall be in accordance with the procedures set forth in Rule 3.11.

Specific Authority: Ch. 2025-238(6)(6)(e); (6)(6)(q), Laws of Florida
Law Implemented: § 112.08, Fla. Stat.

Rule 3.4 Pre-qualification

- (1) Scope. In its discretion, the District may undertake a pre-qualification process in accordance with this Rule for vendors to provide construction services, goods, supplies, and materials, Contractual Services, and maintenance services.
- (2) Procedure. When the District seeks to pre-qualify vendors, the following procedures shall apply:
 - (a) The Board shall cause to be prepared a Request for Qualifications.
 - (b) For construction services exceeding the thresholds described in Section 255.20 of the Florida Statutes, the Board must advertise the proposed pre-qualification criteria and procedures and allow at least seven (7) days' notice of the public hearing for comments on such pre-qualification criteria and procedures. At such public hearing, potential vendors may object to such pre-qualification criteria and procedures. Following such public hearing, the Board shall formally adopt pre-qualification criteria and procedures prior to the advertisement of the Request for Qualifications for construction services.
 - (c) The Request for Qualifications shall be advertised at least once in a newspaper of general circulation within the county or counties in which the project is located. The notice shall allow at least seven (7) days for submittal of qualifications for goods, supplies and materials, Contractual Services, maintenance services, and construction services under two hundred fifty thousand dollars (\$250,000). The notice shall allow at least twenty-one (21) days for submittal of qualifications for construction services estimated to cost over two hundred fifty thousand dollars (\$250,000) and thirty (30) days for construction services estimated to cost over five hundred thousand dollars (\$500,000).
 - (d) The District may maintain lists of persons interested in receiving notices of Requests for Qualifications. The District shall make a good faith effort to provide written notice, by e-mail, United States Mail, hand delivery, to persons who provide their name and address to the District Manager for inclusion on the list. However, failure of a person to receive the notice shall not invalidate any pre-qualification determination or contract awarded in accordance with these Rules and shall not be a basis for a protest of any pre-qualification determination or contract award.
 - (e) If the District has pre-qualified vendors for a particular category of purchase, at the option of the District, only those persons who have been pre-qualified will be eligible to submit bids, proposals, replies or responses in response to the applicable Invitation to Bid, Request for Proposals, Invitation to Negotiate, or Competitive Solicitation.

- (f) In order to be eligible to submit qualifications, a firm or individual must, at the time of receipt of the qualifications:
 - (i) Hold all required applicable state professional licenses in good standing;
 - (ii) Hold all required applicable federal licenses in good standing, if any;
 - (iii) Hold a current and active Florida corporate charter or be authorized to do business in the State of Florida in accordance with Chapter 607 of the Florida Statutes, if the vendor is a corporation; and
 - (iv) Meet any special pre-qualification requirements set forth in the Request for Qualifications.

Evidence of compliance with these Rules must be submitted with the qualifications if required by the District. Failure to submit evidence of compliance when required may be grounds for rejection of the qualifications.

- (g) Qualifications shall be presented to the Board, or a committee appointed by the Board, for evaluation in accordance with the Request for Qualifications and this Rule. Minor variations in the qualifications may be waived by the Board. A variation is minor if waiver of the variation does not create a competitive advantage or disadvantage of a material nature.
- (h) All vendors determined by the District to meet the pre-qualification requirements shall be pre-qualified. To assure full understanding of the responsiveness to the requirements contained in a Request for Qualifications, discussions may be conducted with qualified vendors. Vendors shall be accorded fair treatment prior to the submittal date with respect to any opportunity for discussion and revision of qualifications. For construction services, any contractor pre-qualified and considered eligible by the Department of Transportation to bid to perform the type of work the project entails shall be presumed to be qualified to perform the project.
- (i) The Board shall have the right to reject all qualifications if there are not enough to be competitive or if rejection is determined to be in the best interest of the District. No vendor shall be entitled to recover any costs of qualification preparation or submittal from the District.
- (j) If the selection process is administered by any person or committee other than the full Board, the selection made will be presented to the full Board with a recommendation that competitive negotiations be instituted with the selected firms in order of preference listed.

- (k) Notice of intent to pre-qualify, including rejection of some or all qualifications, shall be provided in writing to all proposers by e-mail (with a delivery and read receipt), United States Mail, hand delivery, or overnight delivery service. The District may alternatively post the notice of intent to award on its website at the conclusion of the Board meeting where the proposals were evaluated if so provided for in the Request for Qualifications. The notice shall include the following statement: “Failure to file a protest within the time prescribed in Rule 3.11 of the Rules of the District shall constitute a waiver of proceedings under those Rules,” or wording to that effect. Protests of the District’s pre-qualification decisions under this Rule shall be in accordance with the procedures set forth in Rule 3.11; provided however, protests related to the pre-qualification criteria and procedures for construction services shall be resolved in accordance with section (2)(b) of this Rule and Section 255.20(1)(b) of the Florida Statutes.

(2) Suspension, Revocation, or Denial of Qualification

- (a) The District, for good cause, may deny, suspend, or revoke a prequalified vendor’s pre-qualified status. A suspension, revocation, or denial for good cause shall prohibit the vendor from bidding on any District construction contract for which qualification is required, shall constitute a determination of non-responsibility to bid on any other District construction or maintenance contract, and shall prohibit the vendor from acting as a material supplier or subcontractor on any District contract or project during the period of suspension, revocation, or denial. Good cause shall include the following:
 - (i) One of the circumstances specified under Section 337.16(2), Fla. Stat., has occurred.
 - (ii) Affiliated contractors submitted more than one proposal for the same work. In this event the pre-qualified status of all of the affiliated bidders will be revoked, suspended, or denied. All bids of affiliated bidders will be rejected.
 - (iii) The vendor made or submitted false, deceptive, or fraudulent statements, certifications, or materials in any claim for payment or any information required by any District contract.
 - (iv) The vendor or its affiliate defaulted on any contract or a contract surety assumed control of financial responsibility for any contract of the vendor.
 - (v) The vendor’s qualification to bid is suspended, revoked, or denied by any other public or semi-public entity, or the vendor has been the

subject of a civil enforcement proceeding or settlement involving a public or semi-public entity.

- (vi) The vendor failed to comply with contract or warranty requirements or failed to follow District direction in the performance of a contract.
- (vii) The vendor failed to timely furnish all contract documents required by the contract specifications, special provisions, or by any state or federal statutes or regulations. If the vendor fails to furnish any of the subject contract documents by the expiration of the period of suspension, revocation, or denial set forth above, the vendor's pre-qualified status shall remain suspended, revoked, or denied until the documents are furnished.
- (viii) The vendor failed to notify the District within 10 days of the vendor, or any of its affiliates, being declared in default or otherwise not completing work on a contract or being suspended from qualification to bid or denied qualification to bid by any other public or semi-public agency.
- (ix) The vendor did not pay its subcontractors or suppliers in a timely manner or in compliance with contract documents.
- (x) The vendor has demonstrated instances of poor or unsatisfactory performance, deficient management resulting in project delay, poor quality workmanship, a history of payment of liquidated damages, untimely completion of projects, uncooperative attitude, contract litigation, inflated claims or defaults.
- (xi) An affiliate of the vendor has previously been determined by the District to be non-responsible, and the specified period of suspension, revocation, denial, or non-responsibility remains in effect.
- (xii) The vendor or affiliate(s) has been convicted of a contract crime.
 - 1. The term "**contract crime**" means any violation of state or federal antitrust laws with respect to a public contract or any violation of any state or federal law involving fraud, bribery, collusion, conspiracy, or material misrepresentation with respect to a public contract.
 - 2. The term "**convicted**" or "**conviction**" means a finding of guilt or a conviction of a contract crime, with or without an adjudication of guilt, in any federal or state trial court of

record as a result of a jury verdict, nonjury trial, or entry of a plea of guilty or nolo contendere.

- (b) A denial, suspension, or revocation shall prohibit the vendor from being a subcontractor on District work during the period of denial, suspension, or revocation, except when a prime contractor's bid has used prices of a subcontractor who becomes disqualified after the bid, but before the request for authorization to sublet is presented.
- (c) The District shall inform the vendor in writing of its intent to deny, suspend, or revoke its pre-qualified status and inform the vendor of its right to a hearing, the procedure which must be followed, and the applicable time limits. If a hearing is requested within 10 days after the receipt of the notice of intent, the hearing shall be held within 30 days after receipt by the District of the request for the hearing. The decision shall be issued within 15 days after the hearing.
- (d) Such suspension or revocation shall not affect the vendor's obligations under any preexisting contract.
- (e) In the case of contract crimes, the vendor's pre-qualified status under this Rule shall be revoked indefinitely. For all violations of Rule 3.4(3)(a) other than for the vendor's conviction for contract crimes, the revocation, denial, or suspension of a vendor's pre-qualified status under this Rule shall be for a specific period of time based on the seriousness of the deficiency.

Examples of factors affecting the seriousness of a deficiency are:

- (i) Impacts on project schedule, cost, or quality of work;
- (ii) Unsafe conditions allowed to exist;
- (iii) Complaints from the public;
- (iv) Delay or interference with the bidding process;
- (v) The potential for repetition;
- (vi) Integrity of the public contracting process;
- (vii) Effect on the health, safety, and welfare of the public.

Specific Authority: Ch. 2025-238(6)(6)(e); (6)(6)(q), Laws of Florida
Law Implemented: Ch. 2025-238(6)(19), Laws of Florida, §§ 255.0525, 255.20, Fla. Stat.

Rule 3.5 Construction Contracts, Not Design-Build.

- (1) Scope. All contracts for the construction or improvement of any building, structure, or other public construction works authorized by Chapter 2025-238, Laws of Florida, the costs of which are estimated by the District in accordance with generally accepted cost accounting principles to be in excess of the threshold amount for applicability of Section 255.20 of the Florida Statutes, as that amount may be indexed or amended from time to time, shall be let under the terms of these Rules and the procedures of Section 255.20 of the Florida Statutes, as the same may be amended from time to time. A project shall not be divided solely to avoid the threshold bidding requirements.
- (2) Procedure. When a purchase of construction services is within the scope of this Rule, the following procedures shall apply:
 - (a) The Board shall cause to be prepared an Invitation to Bid, Request for Proposals, Invitation to Negotiate, or Competitive Solicitation.
 - (b) Notice of the Invitation to Bid, Request for Proposals, Invitation to Negotiate, or Competitive Solicitation shall be advertised at least once in a newspaper of general circulation within the county or counties in which the District is located. The notice shall also include the amount of the bid bond, if one is required. The notice shall allow at least twenty-one (21) days for submittal of sealed bids, proposals, replies, or responses, unless the Board, for good cause, determines a shorter period of time is appropriate. Any project projected to cost more than five hundred thousand dollars (\$500,000) must be noticed at least thirty (30) days prior to the date for submittal of bids, proposals, replies, or responses. If the Board has previously pre-qualified contractors pursuant to Rule 3.4 and determined that only the contractors that have been pre-qualified will be permitted to submit bids, proposals, replies, and responses, the Notice of Invitation to Bid, Request for Proposals, Invitation to Negotiate, or Competitive Solicitation need not be published. Instead, the Notice of Invitation to Bid, Request for Proposals, Invitation to Negotiate, or Competitive Solicitation shall be sent to the pre-qualified contractors by e-mail (with a delivery and read receipt), United States Mail, hand delivery, or overnight delivery service.
 - (c) The District may maintain lists of persons interested in receiving notices of Invitations to Bid, Requests for Proposals, Invitations to Negotiate, and Competitive Solicitations. The District shall make a good faith effort to provide written notice, by e-mail, United States Mail, hand delivery, or to persons who provide their name and address to the District Manager for inclusion on the list. However, failure of a person to receive the notice shall not invalidate any contract awarded in accordance with this Rule and shall not be a basis for a protest of any contract award.

- (d) If the District has pre-qualified providers of construction services, then, at the option of the District, only those persons who have been pre-qualified will be eligible to submit bids, proposals, replies, or responses to Invitations to Bid, Requests for Proposals, Invitations to Negotiate, and Competitive Solicitations.
- (e) In order to be eligible to submit a bid, proposal, reply, or response, a firm or individual must, at the time of receipt of the bids, proposals, replies, or responses:
 - (i) Hold all required applicable state professional licenses in good standing;
 - (ii) Hold all required applicable federal licenses in good standing, if any;
 - (iii) Hold a current and active Florida corporate charter or be authorized to do business in the State of Florida in accordance with Chapter 607 of the Florida Statutes, if the bidder is a corporation; and
 - (iv) Meet any special pre-qualification requirements set forth in the Invitation to Bid, Request for Proposals, Invitation to Negotiate, or Competitive Solicitation.

Any contractor that has been found guilty by a court of any violation of federal labor or employment tax laws regarding subjects including but not limited to, reemployment assistance, safety, tax withholding, worker's compensation, unemployment tax, social security and Medicare tax, wage or hour, or prevailing rate laws within the past 5 years may be considered ineligible by the District to submit a bid, response, or proposal for a District project.

Evidence of compliance with these Rules must be submitted with the bid, proposal, reply, or response, if required by the District. Failure to submit evidence of compliance when required may be grounds for rejection of the bid, proposal, reply, or response.

- (f) Bids, proposals, replies, and responses, or the portions of which that include the price, shall be publicly opened at a meeting noticed in accordance with Rule 1.3, and at which at least one district representative is present. The name of each bidder and the price submitted in the bid shall be announced at such meeting and shall be made available upon request. Minutes should be taken at the meeting and maintained by the District. Bids, proposals, replies, and responses shall be evaluated in accordance with the respective Invitation to Bid, Request for Proposals, Invitation to Negotiate, or

Competitive Solicitation and these Rules. Minor variations in the bids, proposals, replies, or responses may be waived by the Board. A variation is minor if waiver of the variation does not create a competitive advantage or disadvantage of a material nature. Mistakes in arithmetic extension of pricing may be corrected by the Board. Bids and proposals may not be modified or supplemented after opening; provided however, additional information may be requested and/or provided to evidence compliance, make non-material modifications, clarifications, or supplementations, and as otherwise permitted by Florida law.

- (g) The lowest Responsive Bid submitted by a Responsive and Responsible Bidder in response to an Invitation to Bid shall be accepted. In relation to a Request for Proposals, Invitation to Negotiate, or Competitive Solicitation, the Board shall select the Responsive Proposal, Reply, or Response submitted by a Responsive and Responsible Vendor which is most advantageous to the District. To assure full understanding of the responsiveness to the solicitation requirements contained in a Request for Proposals, Invitation to Negotiate, or Competitive Solicitation, discussions may be conducted with qualified vendors. Vendors shall be accorded fair treatment prior to the submittal date with respect to any opportunity for discussion, preparation, and revision of bids, proposals, replies, and responses.
- (h) The Board shall have the right to reject all bids, proposals, replies, or responses because they exceed the amount of funds budgeted for the purchase, if there are not enough to be competitive, or if rejection is determined to be in the best interest of the District. No contractor shall be entitled to recover any costs of bid, proposal, response, or reply preparation or submittal from the District.
- (i) The Board may require potential contractors to furnish bid bonds, performance bonds, and/or other bonds with a responsible surety to be approved by the Board.
- (j) If less than three (3) Responsive Bids, Proposals, Replies, or Responses are received, the District may purchase construction services or may reject the bids, proposals, replies, or responses for a lack of competitiveness. If no Responsive Bid, Proposal, Reply, or Response is received, the District may proceed with the procurement of construction services, in the manner the Board determines is in the best interests of the District, which may include but is not limited to a direct purchase of the construction services without further competitive selection processes.
- (k) If the selection process is administered by any person or committee other than the full Board, the selection made will be presented to the full Board

with a recommendation that competitive negotiations be instituted with the selected firms in order of preference listed.

- (1) Notice of intent to award, including rejection of some or all bids, proposals, replies, or responses, shall be provided in writing to all proposers by e-mail (with a delivery and read receipt), United States Mail, hand delivery, or overnight delivery service. The District may alternatively post the notice of intent to award on its website at the conclusion of the Board meeting where the proposals were evaluated if so provided for in the Invitation to Bid, Request for Proposals, Invitation to Negotiate, or Competitive Solicitation. The notice shall include the following statement: “Failure to file a protest within the time prescribed in Rule 3.11 of the Rules of the District shall constitute a waiver of proceedings under those Rules,” or wording to that effect. Protests of the District’s purchase of construction services under this Rule shall be in accordance with the procedures set forth in Rule 3.11.
- (3) Sole Source; Government. Construction services that are only available from a single source are exempt from this Rule. Construction services provided by governmental agencies are exempt from this Rule. This Rule shall not apply to the purchase of construction services, which may include goods, supplies, or materials, that are purchased under a federal, state, or local government contract that has been competitively procured by such federal, state, or local government in a manner consistent with the material procurement requirements of these Rules. A contract for construction services is exempt from this Rule if state or federal law prescribes with whom the District must contract or if the rate of payment is established during the appropriation process.
- (4) Contracts; Public Records. In accordance with Florida law, each contract entered into pursuant to this Rule shall include provisions required by law that require the contractor to comply with public records laws.
- (5) Emergency Purchases. The District may make an Emergency Purchase without complying with these rules. The fact that an Emergency Purchase has occurred or is necessary shall be noted in the minutes of the next Board Meeting.
- (6) Exceptions. This Rule is inapplicable when:
 - (a) The project is undertaken as repair or maintenance of an existing public facility;
 - (b) The funding source of the project will be diminished or lost because the time required to competitively award the project after the funds become available exceeds the time within which the funding source must be spent;
 - (c) The District has competitively awarded a project and the contractor has abandoned the project or the District has terminated the contract; or

- (d) The District, after public notice, conducts a public meeting under Section 286.011 of the Florida Statutes, and finds by a majority vote of the Board that it is in the public's best interest to perform the project using its own services, employees, and equipment.

Specific Authority: Ch. 2025-238(6)(6)(e); (6)(6)(q), Laws of Florida

Law Implemented: Ch. 2025-238(6)(19), Laws of FL, §§ 119.0701, 189.053, 255.0518, 255.0525, 255.20, 287.055, Fla. Stat.

Rule 3.6 Construction Contracts, Design-Build.

- (1) Scope. The District may utilize Design-Build Contracts for any public construction project for which the Board determines that use of such contract is in the best interest of the District. When letting a Design-Build Contract, the District shall use the following procedure:
- (2) Procedure.
 - (a) The District shall utilize a Design Criteria Professional meeting the requirements of Section 287.055(2)(k) of the Florida Statutes, when developing a Design Criteria Package, evaluating the proposals and qualifications submitted by Design-Build Firms, and determining compliance of the project construction with the Design Criteria Package. The Design Criteria Professional may be an employee of the District, may be the District Engineer selected by the District pursuant to Section 287.055 of the Florida Statutes, or may be retained pursuant to Rule 3.1. The Design Criteria Professional is not eligible to render services under a Design-Build Contract executed pursuant to the Design Criteria Package.
 - (b) A Design Criteria Package for the construction project shall be prepared and sealed by the Design Criteria Professional. If the project utilizes existing plans, the Design Criteria Professional shall create a Design Criteria Package by supplementing the plans with project specific requirements, if any.
 - (c) The Board may either choose to award the Design-Build Contract pursuant to the competitive proposal selection process set forth in Section 287.055(9) of the Florida Statutes, or pursuant to the qualifications-based selection process pursuant to Rule 3.1.
 - (i) Qualifications-Based Selection. If the process set forth in Rule 3.1 is utilized, subsequent to competitive negotiations, a guaranteed maximum price and guaranteed completion date shall be established.
 - (ii) Competitive Proposal-Based Selection. If the competitive proposal selection process is utilized, the Board, in consultation with the Design Criteria Professional, shall establish the criteria, standards and procedures for the evaluation of Design-Build Proposals based on price, technical, and design aspects of the project, weighted for the project. After a Design Criteria Package and the standards and procedures for evaluation of proposals have been developed, competitive proposals from qualified firms shall be solicited pursuant to the design criteria by the following procedure:

1. A Request for Proposals shall be advertised at least once in a newspaper of general circulation within the county in which the project is located. The notice shall allow at least twenty-one (21) days for submittal of sealed proposals, unless the Board, for good cause, determines a shorter period of time is appropriate. Any project projected to cost more than five hundred thousand dollars (\$500,000) must be noticed at least thirty (30) days prior to the date for submittal of proposals.
2. The District may maintain lists of persons interested in receiving notices of Requests for Proposals. The District shall make a good faith effort to provide written notice, by e-mail, United States Mail, hand delivery, to persons who provide their name and address to the District Manager for inclusion on the list. However, failure of a person to receive the notice shall not invalidate any contract awarded in accordance with this Rule and shall not be a basis for a protest of any contract award.
3. In order to be eligible to submit a proposal, a firm must, at the time of receipt of the proposals:
 - a. Hold the required applicable state professional licenses in good standing, as defined by Section 287.055(2)(h) of the Florida Statutes;
 - b. Hold all required applicable federal licenses in good standing, if any;
 - c. Hold a current and active Florida corporate charter or be authorized to do business in the State of Florida in accordance with Chapter 607 of the Florida Statutes, if the proposer is a corporation;
 - d. Meet any special pre-qualification requirements set forth in the Request for Proposals and Design Criteria Package.

Any contractor that has been found guilty by a court of any violation of federal labor or employment tax laws regarding subjects including but not limited to reemployment assistance, safety, tax withholding, worker's compensation, unemployment tax, social security and Medicare tax, wage or hour, or prevailing rate laws within the past 5 years may

be considered ineligible by the District to submit a bid, response, or proposal for a District project.

Evidence of compliance with these Rules must be submitted with the proposal if required by the District. Failure to submit evidence of compliance when required may be grounds for rejection of the proposal.

4. The proposals, or the portions of which that include the price, shall be publicly opened at a meeting noticed in accordance with Rule 1.3, and at which at least one district representative is present. The name of each bidder and the price submitted in the bid shall be announced at such meeting and shall be made available upon request. Minutes should be taken at the meeting and maintained by the District. In consultation with the Design Criteria Professional, the Board shall evaluate the proposals received based on evaluation criteria and procedures established prior to the solicitation of proposals, including but not limited to qualifications, availability, and past work of the firms and the partners and members thereof. The Board shall then select no fewer than three (3) Design-Build Firms as the most qualified.
5. The Board shall have the right to reject all proposals if the proposals are too high, or rejection is determined to be in the best interest of the District. No vendor shall be entitled to recover any costs of proposal preparation or submittal from the District.
6. If less than three (3) Responsive Proposals are received, the District may purchase design-build services or may reject the proposals for lack of competitiveness. If no Responsive Proposals are received, the District may proceed with the procurement of design-build services in the manner the Board determines is in the best interests of the District, which may include but is not limited to a direct purchase of the design-build services without further competitive selection processes.
7. Notice of the rankings adopted by the Board, including the rejection of some or all proposals, shall be provided in writing to all proposers by e-mail (with a delivery and read receipt), United States Mail, hand delivery, or overnight delivery service. The District may alternatively post the notice of intent to award on its website at the conclusion of

the Board meeting where the proposals were evaluated if so provided for in the Design Criteria Package. The notice shall include the following statement: "Failure to file a protest within the time prescribed in Rule 3.11 of the Rules of the District shall constitute a waiver of proceedings under those Rules," or wording to that effect. Protests of the District's rankings under this Rule shall be in accordance with the procedures set forth in Rule 3.11.

8. The Board shall negotiate a contract with the firm ranking the highest based on the evaluation standards and shall establish a price which the Board determines is fair, competitive and reasonable. Should the Board be unable to negotiate a satisfactory contract with the firm considered to be the most qualified at a price considered by the Board to be fair, competitive, and reasonable, negotiations with that firm must be terminated. The Board shall then undertake negotiations with the second most qualified firm, based on the ranking by the evaluation standards. Should the Board be unable to negotiate a satisfactory contract with the firm considered to be the second most qualified at a price considered by the Board to be fair, competitive, and reasonable, negotiations with that firm must be terminated. The Board shall then undertake negotiations with the third most qualified firm. Should the Board be unable to negotiate a satisfactory contract with the firm considered to be the third most qualified at a price considered by the Board to be fair, competitive, and reasonable, negotiations with that firm must be terminated. Should the Board be unable to negotiate a satisfactory contract with any of the selected firms, the Board shall select additional firms in order of their rankings based on the evaluation standards and continue negotiations until an agreement is reached or the list of firms is exhausted.
 9. After the Board contracts with a firm, the firm shall bring to the Board for approval, detailed working drawings of the project.
 10. The Design Criteria Professional shall evaluate the compliance of the detailed working drawings and project construction with the Design Criteria Package and shall provide the Board with a report of the same.
- (3) Contracts; Public Records. In accordance with Florida law, each contract entered into pursuant to this Rule shall include provisions required by law that require the contractor to comply with public records laws.

- (4) Emergency Purchase. The Board may, in case of public emergency, declare an emergency and immediately proceed with negotiations with the best qualified Design-Build Firm available at the time. The fact that an Emergency Purchase has occurred shall be noted in the minutes of the next Board meeting.
- (5) Exceptions. This Rule is inapplicable when:
- (a) The project is undertaken as repair or maintenance of an existing public facility;
 - (b) The funding source of the project will be diminished or lost because the time required to competitively award the project after the funds become available exceeds the time within which the funding source must be spent;
 - (c) The District has competitively awarded a project and the contractor has abandoned the project or the District has terminated the contractor; or
 - (d) The District, after public notice, conducts a public meeting under Section 286.011 of the Florida Statutes, and finds by a majority vote of the Board that it is in the public's best interest to perform the project using its own services, employees, and equipment.

Specific Authority: Ch. 2025-238(6)(6)(e); (6)(6)(q), Laws of Florida

Law Implemented: Ch. 2025-238(6)(19), Laws of Florida, §§ 119.07, 189.053, 255.0518, 255.0525, 255.20, 287.055, Fla. Stat.

Rule 3.7 Payment and Performance Bonds.

- (1) Scope. This Rule shall apply to contracts for the construction of a public building, for the prosecution and completion of a public work, or for repairs upon a public building or public work and shall be construed in addition to terms prescribed by any other Rule that may also apply to such contracts.

- (2) Required Bond. Upon entering into a contract for any of the services described in section (1) of this Rule in excess of \$200,000, the Board shall require that the contractor, before commencing the work, execute and record a payment and performance bond, or other acceptable surety, in an amount equal to the contract price. Notwithstanding the terms of the contract or any other law, the District may not make payment to the contractor until the contractor has provided to the District a certified copy of the recorded bond.

- (3) Discretionary Bond. At the discretion of the Board, upon entering into a contract for any of the services described in section (1) of this Rule for an amount not exceeding \$200,000, the contractor may be exempted from executing a payment and performance bond.

Specific Authority: Ch. 2025-238(6)(6)(e); (6)(6)(q), Laws of Florida
Law Implemented: § 255.05, Fla. Stat.

Rule 3.8 Goods, Supplies, and Materials.

- (1) Purpose and Scope. All purchases of goods, supplies, or materials exceeding the amount provided in Section 287.017 of the Florida Statutes, for CATEGORY FOUR, shall be purchased under the terms of this Rule. Contracts for purchases of “**goods, supplies, and materials**” do not include printing, insurance, advertising, or legal notices. A contract involving goods, supplies, or materials plus maintenance services may, in the discretion of the Board, be treated as a contract for maintenance services. However, a purchase shall not be divided solely in order to avoid the threshold bidding requirements.
- (2) Procedure. When a purchase of goods, supplies, or materials is within the scope of this Rule, the following procedures shall apply:
 - (a) The Board shall cause to be prepared an Invitation to Bid, Request for Proposals, Invitation to Negotiate, or Competitive Solicitation.
 - (b) Notice of the Invitation to Bid, Request for Proposals, Invitation to Negotiate, or Competitive Solicitation shall be advertised at least once in a newspaper of general circulation within the District and within the county or counties in which the District is located. The notice shall also include the amount of the bid bond, if one is required. The notice shall allow at least seven (7) days for submittal of bids, proposals, replies, or responses.
 - (c) The District may maintain lists of persons interested in receiving notices of Invitations to Bid, Requests for Proposals, Invitations to Negotiate, or Competitive Solicitations. The District shall make a good faith effort to provide written notice, by e-mail, United States Mail, hand delivery, to persons who provide their name and address to the District Manager for inclusion on the list. However, failure of a person to receive the notice shall not invalidate any contract awarded in accordance with this Rule and shall not be a basis for a protest of any contract award.
 - (d) If the District has pre-qualified suppliers of goods, supplies, and materials, then, at the option of the District, only those persons who have been pre-qualified will be eligible to submit bids, proposals, replies, or responses.
 - (e) In order to be eligible to submit a bid, proposal, reply, or response, a firm or individual must, at the time of receipt of the bids, proposals, replies, or responses:
 - (i) Hold all required applicable state professional licenses in good standing;
 - (ii) Hold all required applicable federal licenses in good standing, if any;

- (iii) Hold a current and active Florida corporate charter or be authorized to do business in the State of Florida in accordance with Chapter 607 of the Florida Statutes, if the vendor is a corporation; and
- (iv) Meet any special pre-qualification requirements set forth in the Invitation to Bid, Request for Proposals, Invitation to Negotiate, or Competitive Solicitation.

Evidence of compliance with these Rules must be submitted with the bid, proposal, reply or response if required by the District. Failure to submit evidence of compliance when required may be grounds for rejection of the bid, proposal, reply, or response.

Any firm or individual whose principal place of business is outside the State of Florida must also submit a written opinion of an attorney at law licensed to practice law in that foreign state, as to the preferences, if any or none, granted by the law of that foreign state to business entities whose principal places of business are in that foreign state, in the letting of any or all public contracts. Failure to submit such a written opinion or submission of a false or misleading written opinion may be grounds for rejection of the bid, proposal, reply, or response.

- (f) Bids, proposals, replies, and responses shall be publicly opened at the time and place noted on the Invitation to Bid, Request for Proposals, Invitation to Negotiate, or Competitive Solicitation. Bids, proposals, replies, and responses shall be evaluated in accordance with the respective Invitation to Bid, Request for Proposals, Invitation to Negotiate, or Competitive Solicitation, and this Rule. Minor variations in the bids, proposals, replies, or responses may be waived by the Board. A variation is minor if waiver of the variation does not create a competitive advantage or disadvantage of a material nature. Mistakes in arithmetic extension of pricing may be corrected by the Board. Bids and proposals may not be modified or supplemented after opening; provided however, additional information may be requested and/or provided to evidence compliance, make non-material modifications, clarifications, or supplementations, and as otherwise permitted by Florida law.
- (g) The lowest Responsive Bid, after taking into account the preferences provided for in this subsection, submitted by a Responsive and Responsible Bidder in response to an Invitation to Bid, Request for Proposals, Invitation to Negotiate, or Competitive Solicitation shall be accepted. If the lowest Responsive Bid is submitted by a Responsive and Responsible Bidder whose principal place of business is located in a foreign state which does not grant a preference in competitive purchase to businesses whose principal place of business are in that foreign state, the lowest Responsible and Responsive Bidder whose principal place of business is in the State of

Florida shall be awarded a preference of five (5) percent. If the lowest Responsive Bid is submitted by a Responsive and Responsible Bidder whose principal place of business is located in a foreign state which grants a preference in competitive purchase to businesses whose principal place of business are in that foreign state, the lowest Responsible and Responsive Bidder whose principal place of business is in the State of Florida shall be awarded a preference equal to the preference granted by such foreign state.

To assure full understanding of the responsiveness to the solicitation requirements contained in an Invitation to Bid, Request for Proposals, Invitation to Negotiate, or Competitive Solicitation, discussions may be conducted with qualified vendors. Vendors shall be accorded fair treatment prior to the submittal date with respect to any opportunity for discussion, preparation, and revision of bids, proposals, replies, and responses.

- (h) The Board shall have the right to reject all bids, proposals, replies, or responses because they exceed the amount of funds budgeted for the purchase, if there are not enough to be competitive, or if rejection is determined to be in the best interest of the District. No vendor shall be entitled to recover any costs of bid, proposal, reply, or response preparation or submittal from the District.
- (i) The Board may require bidders and proposers to furnish bid bonds, performance bonds, and/or other bonds with a responsible surety to be approved by the Board.
- (j) Notice of intent to award, including rejection of some or all bids, proposals, replies, or responses shall be provided in writing to all proposers by e-mail (with a delivery and read receipt), United States Mail, hand delivery, or overnight delivery service. The District may alternatively post the notice of intent to award on its website at the conclusion of the Board meeting where the proposals were evaluated if so provided for in the Invitation to Bid, Request for Proposals, Invitation to Negotiate, or Competitive Solicitation. The notice shall include the following statement: "Failure to file a protest within the time prescribed in Rule 3.11 of the Rules of the District shall constitute a waiver of proceedings under those Rules," or wording to that effect. Protests of the District's purchase of goods, supplies, and materials under this Rule shall be in accordance with the procedures set forth in Rule 3.11.
- (k) If less than three (3) Responsive Bids, Proposals, Replies, or Responses are received, the District may purchase goods, supplies, or materials, or may reject the bids, proposals, replies, or responses for a lack of competitiveness. If no Responsive Bid, Proposal, Reply, or Response is received, the District may proceed with the procurement of goods, supplies, and materials, in the manner the Board determines is in the best interests of the District, which

may include but is not limited to a direct purchase of the goods, supplies, and materials without further competitive selection processes.

- (3) Goods, Supplies, and Materials included in a Construction Contract Awarded Pursuant to Rule 3.5 or 3.6. There may be occasions where the District has undergone the competitive purchase of construction services which contract may include the provision of goods, supplies, or materials. In that instance, the District may approve a change order to the contract and directly purchase the goods, supplies, and materials. Such purchase of goods, supplies, and materials deducted from a competitively purchased construction contract shall be exempt from this Rule.
- (4) Exemption. Goods, supplies, and materials that are only available from a single source are exempt from this Rule. Goods, supplies, and materials provided by governmental agencies are exempt from this Rule. A contract for goods, supplies, or materials is exempt from this Rule if state or federal law prescribes with whom the District must contract or if the rate of payment is established during the appropriation process. This Rule shall not apply to the purchase of goods, supplies or materials that are purchased under a federal, state, or local government contract that has been competitively procured by such federal, state, or local government in a manner consistent with the material procurement requirements of these Rules.
- (5) Renewal. Contracts for the purchase of goods, supplies, and/or materials subject to this Rule may be renewed for a maximum period of five (5) years.
- (6) Emergency Purchases. The District may make an Emergency Purchase without complying with these rules. The fact that an Emergency Purchase has occurred or is necessary shall be noted in the minutes of the next Board meeting.

Specific Authority: Ch. 2025-238(6)(6)(e); (6)(6)(q), Laws of Florida

Law Implemented: Ch. 2025-238(6)(19), Laws of Florida, §§ 189.053, 287.017, 287.084, Fla. Stat.

Rule 3.9 Maintenance Services.

- (1) Scope. All contracts for maintenance of any District facility or project shall be set under the terms of this Rule if the cost exceeds the amount provided in Section 287.017 of the Florida Statutes, for CATEGORY FOUR. A contract involving goods, supplies, and materials plus maintenance services may, in the discretion of the Board, be treated as a contract for maintenance services. However, a purchase shall not be divided solely in order to avoid the threshold bidding requirements.
- (2) Procedure. When a purchase of maintenance services is within the scope of this Rule, the following procedures shall apply:
 - (a) The Board shall cause to be prepared an Invitation to Bid, Request for Proposals, Invitation to Negotiate, or Competitive Solicitation.
 - (b) Notice of the Invitation to Bid, Request for Proposals, Invitation to Negotiate, or Competitive Solicitation shall be advertised at least once in a newspaper of general circulation within the county or counties in which the District is located. The notice shall also include the amount of the bid bond, if one is required. The notice shall allow at least seven (7) days for submittal of bids, proposals, replies, or responses.
 - (c) The District may maintain lists of persons interested in receiving notices of Invitations to Bid, Requests for Proposals, Invitations to Negotiate, and Competitive Solicitations. The District shall make a good faith effort to provide written notice, by e-mail, United States Mail, hand delivery, to persons who provide their name and address to the District Manager for inclusion on the list. However, failure of a person to receive the notice shall not invalidate any contract awarded in accordance with this Rule and shall not be a basis for a protest of any contract award.
 - (d) If the District has pre-qualified suppliers of maintenance services, then, at the option of the District, only those persons who have been pre-qualified will be eligible to submit bids, proposals, replies, and responses.
 - (e) In order to be eligible to submit a bid, proposal, reply, or response, a firm or individual must, at the time of receipt of the bids, proposals, replies, or responses:
 - (i) Hold all required applicable state professional licenses in good standing;
 - (ii) Hold all required applicable federal licenses in good standing, if any;

- (iii) Hold a current and active Florida corporate charter or be authorized to do business in the State of Florida in accordance with Chapter 607 of the Florida Statutes, if the vendor is a corporation; and
- (iv) Meet any special pre-qualification requirements set forth in the Invitation to Bid, Request for Proposals, Invitation to Negotiate, or Competitive Solicitation.

Evidence of compliance with these Rules must be submitted with the bid, proposal, reply, or response if required by the District. Failure to submit evidence of compliance when required may be grounds for rejection of the bid, proposal, reply, or response.

- (f) Bids, proposals, replies, and responses shall be publicly opened at the time and place noted on the Invitation to Bid, Request for Proposals, Invitation to Negotiate, or Competitive Solicitation. Bids, proposals, replies, and responses shall be evaluated in accordance with the respective Invitation to Bid, Request for Proposals, Invitation to Negotiate, or Competitive Solicitation, and these Rules. Minor variations in the bids, proposals, replies, and responses may be waived by the Board. A variation is minor if waiver of the variation does not create a competitive advantage or disadvantage of a material nature. Mistakes in arithmetic extension of pricing may be corrected by the Board. Bids and proposals may not be modified or supplemented after opening; provided however, additional information may be requested and/or provided to evidence compliance, make non-material modifications, clarifications, or supplementations, and as otherwise permitted by Florida law.
- (g) The lowest Responsive Bid submitted in response to an Invitation to Bid by a Responsive and Responsible Bidder shall be accepted. In relation to a Request for Proposals, Invitation to Negotiate or Competitive Solicitation the Board shall select the Responsive Proposal, Reply, or Response submitted by a Responsive and Responsible Vendor which is most advantageous to the District. To assure full understanding of the responsiveness to the solicitation requirements contained in a Request for Proposals, Invitation to Negotiate, or Competitive Solicitation, discussions may be conducted with qualified vendors. Vendors shall be accorded fair treatment prior to the submittal date with respect to any opportunity for discussion, preparation, and revision of bids, proposals, replies, or responses.
- (h) The Board shall have the right to reject all bids, proposals, replies, or responses because they exceed the amount of funds budgeted for the purchase, if there are not enough to be competitive, or if rejection is determined to be in the best interest of the District. No Vendor shall be

entitled to recover any costs of bid, proposal, reply, or response preparation or submittal from the District.

- (i) The Board may require bidders and proposers to furnish bid bonds, performance bonds, and/or other bonds with a responsible surety to be approved by the Board.
 - (j) Notice of intent to award, including rejection of some or all bids, proposals, replies, or responses shall be provided in writing to all proposers by e-mail (with a delivery and read receipt), United States Mail, hand delivery, or overnight delivery service. The District may alternatively post the notice of intent to award on its website at the conclusion of the Board meeting where the proposals were evaluated if so provided for in the Invitation to Bid, Request for Proposals, Invitation to Negotiate, or Competitive Solicitation. The notice shall include the following statement: “Failure to file a protest within the time prescribed in Rule 3.11 of the Rules of the District shall constitute a waiver of proceedings under those Rules,” or wording to that effect. Protests of the District’s procurement of maintenance services under this Rule shall be in accordance with the procedures set forth in Rule 3.11.
 - (k) If less than three (3) Responsive Bids, Proposals, Replies, or Responses are received, the District may purchase the maintenance services or may reject the bids, proposals, replies, or responses for a lack of competitiveness. If no Responsive Bid, Proposal, Reply, or Response is received, the District may proceed with the procurement of maintenance services, in the manner the Board determines is in the best interests of the District, which may include but is not limited to a direct purchase of the maintenance services without further competitive selection processes.
- (3) Exemptions. Maintenance services that are only available from a single source are exempt from this Rule. Maintenance services provided by governmental agencies are exempt from this Rule. A contract for maintenance services is exempt from this Rule if state or federal law prescribes with whom the District must contract or if the rate of payment is established during the appropriation process.
 - (4) Renewal. Contracts for the purchase of maintenance services subject to this Rule may be renewed for a maximum period of five (5) years.
 - (5) Contracts; Public Records. In accordance with Florida law, each contract entered into pursuant to this Rule shall include provisions required by law that require the contractor to comply with public records laws.
 - (6) Emergency Purchases. The District may make an Emergency Purchase without complying with these rules. The fact that an Emergency Purchase has occurred or is necessary shall be noted in the minutes of the next Board meeting.

Specific Authority: Ch. 2025-238(6)(6)(e), (6)(6)(q), and (6)(19), Laws of Florida

Law Implemented: Ch. 2025-238(6)(19), Laws of Florida, §§ 119.0701, 287.017, Fla. Stat.

Rule 3.10 Contractual Services.

- (1) Exemption from Competitive Purchase. Pursuant to Chapter 2025-238(6)(19)(c), Laws of Florida, Contractual Services shall not be subject to competitive purchasing requirements. If an agreement is predominantly for Contractual Services, but also includes maintenance services or the purchase of goods and services, the contract shall not be subject to competitive purchasing requirements. Regardless of whether an advertisement or solicitation for Contractual Services is identified as an Invitation to Bid, Request for Proposals, Invitation to Negotiate, or Competitive Solicitation, no rights or remedies under these Rules, including but not limited to protest rights, are conferred on persons, firms, or vendors proposing to provide Contractual Services to the District.

- (2) Contracts; Public Records. In accordance with Florida law, each contract for Contractual Services shall include provisions required by law that require the contractor to comply with public records laws.

Specific Authority: Ch. 2025-238(6)(6)(e); (6)(6)(q), Laws of Florida

Law Implemented: Ch. 2025-238(6)(6)(c) and (6)(19), Laws of Florida, § 119.07, Fla. Stat.

Rule 3.11 Protests with Respect to Proceedings under Rules 3.1, 3.2, 3.3, 3.4, 3.5, 3.6, 3.8, and 3.9.

The resolution of any protests with respect to proceedings under Rules 3.1, 3.2, 3.3, 3.4, 3.5, 3.6, 3.8, and 3.9 shall be in accordance with this Rule.

(1) Filing.

- (a) With respect to a protest regarding qualifications, specifications, documentation, or other requirements contained in a Request for Qualifications, Request for Proposals, Invitation to Bid, or Competitive Solicitation issued by the District, the notice of protest shall be filed in writing within seventy-two (72) calendar hours (excluding Saturdays, Sundays, and state holidays) after the first advertisement of the Request for Qualifications, Request for Proposals, Invitation to Bid, or Competitive Solicitation. A formal protest setting forth with particularity the facts and law upon which the protest is based shall be filed within seven (7) calendar days (including Saturdays, Sundays, and state holidays) after the initial notice of protest was filed. For purposes of this Rule, wherever applicable, filing will be perfected and deemed to have occurred upon receipt by the District. Failure to file a notice of protest shall constitute a waiver of all rights to protest the District's intended decision. Failure to file a formal written protest shall constitute an abandonment of the protest proceedings and shall automatically terminate the protest proceedings.

- (b) Except for those situations covered by subsection (1)(a) of this Rule, any firm or person who is affected adversely by a District's ranking or intended award under Rules 3.1, 3.2, 3.3, 3.4, 3.5, 3.6, 3.8, or 3.9 and desires to contest the District's ranking or intended award, shall file with the District a written notice of protest within seventy-two (72) calendar hours (excluding Saturdays, Sundays, and state holidays) after receipt of the notice of the District's ranking or intended award or after posting on the District's website if so provided for in the Request for Qualifications, Request for Proposals, Invitation to Bid, or Competitive Solicitation. A formal protest setting forth with particularity the facts and law upon which the protest is based shall be filed within seven (7) calendar days (including Saturdays, Sundays, and state holidays) after the initial notice of protest was filed. For purposes of this Rule, wherever applicable, filing will be perfected and deemed to have occurred upon receipt by the District. Failure to file a notice of protest shall constitute a waiver of all rights to protest the District's ranking or intended award. Failure to file a formal written protest shall constitute an abandonment of the protest proceedings and shall automatically terminate the protest proceedings.

- (c) If the requirement for the posting of a protest bond and the amount of the protest bond, which may be expressed by a percentage of the contract to be

awarded or a set amount, is disclosed in the District's competitive solicitation documents for a particular purchase under Rules 3.1, 3.2, 3.3, 3.4, 3.5, 3.6, 3.8, or 3.9, any person who files a notice of protest must post the protest bond. The amount and form of the protest bond shall be determined by District staff after consultation with the Board and within the limits, if any, imposed by Florida law. In the event the protest is successful, the protest bond shall be refunded to the protestor. In the event the protest is unsuccessful, the protest bond shall be applied towards the District's costs, expenses, and attorney's fees associated with hearing and defending the protest. In the event the protest is settled by mutual agreement of the parties, the protest bond shall be distributed as agreed to by the District and protestor.

- (d) The District does not accept documents filed by e-mail or facsimile transmission. Filings are only accepted during normal business hours.
- (2) Contract Execution. Upon receipt of a notice of protest which has been timely filed, the District shall not execute the contract under protest until the subject of the protest is resolved. However, if the District sets forth in writing particular facts and circumstances showing that delay incident to protest proceedings will jeopardize the funding for the project, will materially increase the cost of the project, or will create an immediate and serious danger to the public health, safety, or welfare, the contract may be executed.
- (3) Informal Proceeding. If the Board determines a protest does not involve a disputed issue of material fact, the Board may, but is not obligated to, schedule an informal proceeding to consider the protest. Such informal proceeding shall be at a time and place determined by the Board. Notice of such proceeding shall be sent via e-mail (with a delivery and read receipt), United States Mail, or hand delivery to the protestor and any substantially affected persons or parties not less than three (3) calendar days prior to such informal proceeding. Within thirty (30) calendar days following the informal proceeding, the Board shall issue a written decision setting forth the factual, legal, and policy grounds for its decision.
- (4) Formal Proceeding. If the Board determines a protest involves disputed issues of material fact or if the Board elects not to use the informal proceeding process provided for in section (3) of this Rule, the District shall schedule a formal hearing to resolve the protest. The Chairperson shall designate any member of the Board (including the Chairperson), District Manager, District Counsel, or other person as a hearing officer to conduct the hearing. The hearing officer may:
 - (a) Administer oaths and affirmations;
 - (b) Rule upon offers of proof and receive relevant evidence;
 - (c) Regulate the course of the hearing, including any pre-hearing matters;

- (d) Enter orders; and
- (e) Make or receive offers of settlement, stipulation, and adjustment.

The hearing officer shall, within thirty (30) days after the hearing or receipt of the hearing transcript, whichever is later, file a recommended order which shall include a caption, time and place of hearing, appearances entered at the hearing, statement of the issues, findings of fact and conclusions of law, separately stated, and a recommendation for final District action. The District shall allow each party fifteen (15) days in which to submit written exceptions to the recommended order. The District shall issue a final order within sixty (60) days after the filing of the recommended order.

- (5) Rejection of all Qualifications, Bids, Proposals, Replies and Responses after Receipt of Notice of Protest. If the Board determines there was a violation of law, defect, or an irregularity in the competitive solicitation process, the Bids, Proposals, Replies, and Responses are too high, or if the Board determines it is otherwise in the District's best interest, the Board may reject all qualifications, bids, proposals, replies, and responses and start the competitive solicitation process anew. If the Board decides to reject all qualifications, bids, proposals, replies, and responses and start the competitive solicitation process anew, any pending protests shall automatically terminate.
- (6) Judicial Review. A party who is adversely affected by final District action is entitled to judicial review. Judicial review shall be sought in the county where the District is located. All proceedings shall be instituted by filing a notice of appeal or petition for review in accordance with the Florida Rules of Appellate Procedure within thirty (30) calendar days after the rendition of the decision being appealed. The filing of an appeal does not itself stay enforcement of the final District decision. Judicial review of any District action shall be confined to the record transmitted. The record for judicial review shall be compiled in accordance with the Florida Rules of Appellate Procedure. Failure to file a notice of appeal or petition for review within the time prescribed herein shall constitute a waiver of judicial review proceedings.
- (7) Intervenors. Other substantially affected persons may join the proceedings as intervenors on appropriate terms which shall not unduly delay the proceedings.
- (8) Settlement. Nothing herein shall preclude the settlement of any protest under this Rule at any time.

Specific Authority: Ch. 2025-238(6)(6)(e); (6)(6)(q), Laws of Florida
Law Implemented: Ch. 2025-238(6)(19), Laws of Florida, and § 120.57(3)(b), Fla. Stat.

Rule 4.0 Effective Date.

These Rules shall be effective _____, 2025, except that no election of officers required by these Rules shall be required until after the next regular election for the Board.

Specific Authority: Ch. 2025-238(6)(6)(e); (6)(6)(q), Laws of Florida

Law Implemented: Ch. 2025-238(6)(6)(e); (6)(6)(q), Laws of Florida

SECTION B

SECTION 1

RESOLUTION 2026-04

RESOLUTION OF THE BOARD OF SUPERVISORS OF THE WATERLIN STEWARDSHIP DISTRICT EXPRESSING ITS INTENT TO UTILIZE THE UNIFORM METHOD OF LEVYING, COLLECTING, AND ENFORCING NON-AD VALOREM ASSESSMENTS WHICH MAY BE LEVIED BY THE WATERLIN STEWARDSHIP DISTRICT IN ACCORDANCE WITH SECTION 197.3632, FLORIDA STATUTES; PROVIDING A SEVERABILITY CLAUSE; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, the Waterlin Stewardship District (“District”) is a local unit of special-purpose government created and existing pursuant to Chapter 2025-238, *Laws of Florida* (“Act”), which authorizes the District to levy certain special assessments pursuant to Chapter 170 and 197 *Florida Statutes*, in order to finance, fund, plan, establish, acquire, construct or reconstruct, enlarge or extend, equip, operate, and maintain District services, facilities, and infrastructure, paying principal and interest on any and all of its indebtedness or for any other purpose permitted by the Act; and

WHEREAS, the above referenced assessments are non-ad valorem in nature and, therefore, may be collected under the provisions of Section 197.3632, *Florida Statutes*, in which the State of Florida has provided a uniform method for the levying, collecting, and enforcing such non-ad valorem assessments; and

WHEREAS, pursuant to Section 197.3632, *Florida Statutes*, the District has caused notice of a public hearing to be advertised weekly in a newspaper of general circulation within Osceola County for four (4) consecutive weeks prior to such hearing.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF SUPERVISORS OF THE WATERLIN STEWARDSHIP DISTRICT:

SECTION 1. The District upon conducting its public hearing as required by Section 197.3632, *Florida Statutes*, hereby expresses its intent to use the uniform method of collecting special assessments imposed by the District as provided in Chapters 170 and 197, *Florida Statutes*, each of which are non-ad valorem assessments which may be collected annually pursuant to the Act, in order to finance, fund, plan, establish, acquire, construct or reconstruct, enlarge or extend, equip, operate, and maintain District services, facilities, and infrastructure, paying principal and interest on any and all of its indebtedness or for any other purpose permitted by the Act. The legal description of the boundaries of the real property subject to a levy of assessments is attached and made a part of this Resolution as **Exhibit A**. The non-ad valorem assessments and the District’s use of the uniform method of collecting its non-ad valorem assessment(s) may continue in any given year when the Board of Supervisors determines that use of the uniform method for that year is in the best interests of the District.

SECTION 2. The District’s Secretary is authorized to provide the Property Appraiser and Tax Collector of Osceola County and the Department of Revenue of the State of Florida with a copy of this Resolution and enter into any agreements with the Property Appraiser and/or Tax Collector necessary to carry out the provisions of this Resolution.

SECTION 3. If any provision of this Resolution is held to be illegal or invalid, the other provisions shall remain in full force and effect.

SECTION 4. This Resolution shall become effective upon its passage and shall remain in effect unless rescinded or repealed.

PASSED AND ADOPTED this 3rd day of December, 2025.

ATTEST:

WATERLIN STEWARDSHIP DISTRICT

Secretary / Assistant Secretary

Chairperson, Board of Supervisors

Exhibit A: Legal Description

EXHIBIT A

WATERLIN (Overall)

WEST SIDE:

DESCRIPTION: A parcel of land being a part of THE SEMINOLE LAND AND INVESTMENT COMPANY'S SUBDIVISION of Section 33, Township 26 South, Range 30 East, according to the plat thereof, recorded in Plat Book B, Page 17, of the Public Records of Osceola County, Florida; together with THE SEMINOLE LAND AND INVESTMENT COMPANY'S SUBDIVISION of Section 9, Township 27 South, Range 30 East, according to the plat thereof, recorded in Plat Book B, Page 39, of the Public Records of Osceola County, Florida; together with part of THE SEMINOLE LAND AND INVESTMENT COMPANY'S SUBDIVISION of Section 10, Township 27 South, Range 30 East, according to the plat thereof, recorded in Plat Book B, Page 36, of the Public Records of Osceola County, Florida; together with part of THE SEMINOLE LAND AND INVESTMENT COMPANY'S SUBDIVISION of Section 14, Township 27 South, Range 30 East, according to the plat thereof, recorded in Plat Book B, Page 38, of the Public Records of Osceola County, Florida; together with part of THE SEMINOLE LAND AND INVESTMENT COMPANY'S SUBDIVISION of Section 15, Township 27 South, Range 30 East, according to the plat thereof, recorded in Plat Book B, Page 42, of the Public Records of Osceola County, Florida; together with THE SEMINOLE LAND AND INVESTMENT COMPANY'S SUBDIVISION of Section 16, Township 27 South, Range 30 East, according to the plat thereof, recorded in Plat Book B, Page 43, of the Public Records of Osceola County, Florida; together with THE SEMINOLE LAND AND INVESTMENT COMPANY'S SUBDIVISION of Section 17, Township 27 South, Range 30 East, according to the plat thereof, recorded in Plat Book B, Page 44, of the Public Records of Osceola County, Florida, and; together with lands lying in Sections 33 and 34, Township 26 South, Range 30 East, and Sections 3, 4, 5, 8 and 9, Township 27 South, Range 30 East, Osceola County, Florida, and being more particularly described as follows:

COMMENCE at the Northwest corner of said Section 3, run thence along the West boundary of said Section 3, S.00°03'04"W., a distance of 598.17 feet to a point on the South boundary of that certain parcel of land described in Official Records Book 1022, Page 2684, of the Public Records of Osceola County, Florida, said point also being the **POINT OF BEGINNING**; thence along said South boundary of land described in Official Records Book 1022, Page 2684, N.89°53'45"E., a distance of 1320.60 feet to the Southeast corner thereof, also being a point on the East boundary of the Northwest 1/4 of the Northwest 1/4 of aforesaid Section 3; thence along the East boundary of said land described in Official Records Book 1022, Page 2684, also being said East boundary of the Northwest 1/4 of the Northwest 1/4 of Section 3, N.00°01'34"E., a distance of 598.04 feet to the Northwest corner of the Northeast 1/4 of said Northwest 1/4 of Section 3, thence along the North boundary of said Northeast 1/4 of the Northwest 1/4 of Section 3, N.89°53'40"E., a distance of 139.32 feet to a point on a curve on the Southerly right of way line of FRIAR'S COVE ROAD, per Florida State Turnpike Authority SUNSHINE STATE PARKWAY (Project No. 2) Right of Way Map Section 10, Station 3914+00 Station 4177+50.00 to Station 4283+36.17 and Right of Way Map , Osceola County, Florida; thence along said Southerly right of way line the following two (2) courses: 1) Easterly, 430.17 feet along the arc of a non-tangent curve to the left having a radius of 1220.92 feet and a central angle of 20°11'13" (chord bearing S.80°00'44"E., 427.95 feet) to a point of tangency; 2) N.89°53'40"E., a distance of 133.39 feet to the Westerly limited access right of way line of FLORIDA'S TURNPIKE, per said Florida State Turnpike Authority, SUNSHINE STATE PARKWAY (Project No. 2) Right of Way Map Section 10, Station 4177+50.00 to Station 4283+36.17 and Right of Way Map Section 10 Station 3914+00 to Station 4010+00, Osceola

County, Florida; thence along said Westerly limited access right of way line, the following three (3) course: 1) S.07°25'17"E., a distance of 4885.86 feet to a point of curvature; 2) Southerly, 1145.53 feet along the arc of a tangent curve to the left having a radius of 5929.58 feet and a central angle of 11°04'08" (chord bearing S.12°57'21"E., 1143.75 feet) to a point of tangency; 3) S.18°29'25"E., a distance of 10328.78 feet to a point on the South boundary of aforesaid Section 14; thence along said South boundary of Section 14, S.89°59'16"W., a distance of 849.54 feet to the Southwest corner thereof; thence along the South boundary of the Southeast 1/4 of aforesaid Section 15, S.89°52'01"W., a distance of 2599.36 feet to the South 1/4 corner of said Section 15; thence along the South boundary of the Southwest 1/4 of said Section 15, S.89°51'47"W., a distance of 2600.37 feet to the Southwest corner of said Section 15; thence along the South boundary of the Southeast 1/4 of aforesaid Section 16, S.89°40'18"W., a distance of 2607.41 feet to the South 1/4 corner of said Section 16; thence along the South boundary of the Southwest 1/4 of said Section 16, S.89°39'46"W., a distance of 2607.05 feet to the Southwest corner of said Section 16; thence along the South boundary of the Southeast 1/4 of aforesaid Section 17, N.89°49'09"W., a distance of 2600.62 feet to the South 1/4 corner of said Section 17; thence along the West boundary of the East 1/2 of said Section 17, N.00°31'25"W., a distance of 5299.06 feet to the North 1/4 corner of said Section 17; thence along the South boundary of the Southwest 1/4 of aforesaid Section 8, S.89°58'34"W., a distance of 2601.44 feet to the Southwest corner of said Section 8; thence along the West boundary of said Section 8, N.02°20'38"W., a distance of 1019.52 feet to the Ordinary High Water line of LAKE TOHOPEKALIGA; thence Northeasterly along said Ordinary High Water line of LAKE TOHOPEKALIGA the following seventy-two (72) courses: 1) N.37°54'41"E., a distance of 81.76 feet; 2) N.37°04'33"E., a distance of 131.69 feet; 3) N.39°26'27"E., a distance of 203.30 feet; 4) N.34°22'02"E., a distance of 248.92 feet; 5) N.38°34'19"E., a distance of 255.02 feet; 6) N.34°58'38"E., a distance of 157.97 feet; 7) N.32°39'38"E., a distance of 243.71 feet; 8) N.33°50'07"E., a distance of 132.31 feet; 9) N.37°31'13"E., a distance of 610.86 feet; 10) N.26°36'10"E., a distance of 315.01 feet; 11) N.25°43'26"E., a distance of 277.07 feet; 12) N.41°49'15"E., a distance of 255.86 feet; 13) N.35°12'03"E., a distance of 263.02 feet; 14) N.26°15'05"E., a distance of 198.26 feet; 15) N.32°25'48"E., a distance of 299.79 feet; 16) N.33°14'27"E., a distance of 224.71 feet; 17) N.29°39'52"E., a distance of 215.77 feet; 18) N.12°28'24"E., a distance of 210.93 feet; 19) N.29°25'22"E., a distance of 339.17 feet; 20) N.30°48'46"E., a distance of 374.15 feet; 21) N.24°23'09"E., a distance of 317.92 feet; 22) N.26°25'24"E., a distance of 243.41 feet; 23) N.31°03'40"E., a distance of 219.41 feet; 24) N.24°02'21"E., a distance of 231.64 feet; 25) N.32°48'49"E., a distance of 336.29 feet; 26) N.31°44'20"E., a distance of 395.85 feet; 27) N.29°51'44"E., a distance of 301.96 feet; 28) N.58°06'19"E., a distance of 197.64 feet; 29) N.38°22'12"E., a distance of 299.31 feet; 30) N.29°50'50"E., a distance of 207.18 feet; 31) N.33°22'53"E., a distance of 292.67 feet; 32) N.36°07'47"E., a distance of 172.06 feet; 33) N.41°18'59"E., a distance of 187.80 feet; 34) N.40°28'50"E., a distance of 178.78 feet; 35) N.40°30'39"E., a distance of 169.37 feet; 36) N.39°19'04"E., a distance of 149.24 feet; 37) N.27°15'25"E., a distance of 216.35 feet; 38) N.23°08'10"E., a distance of 170.61 feet; 39) N.27°57'49"E., a distance of 176.45 feet; 40) N.37°44'39"E., a distance of 181.54 feet; 41) N.36°28'02"E., a distance of 230.86 feet; 42) N.36°31'29"E., a distance of 124.83 feet; 43) N.31°04'09"E., a distance of 174.22 feet; 44) N.72°24'30"E., a distance of 158.28 feet; 45) N.46°34'47"E., a distance of 211.16 feet; 46) N.60°24'05"E., a distance of 166.95 feet; 47) N.38°46'17"E., a distance of 175.58 feet; 48) N.47°53'42"E., a distance of 205.67 feet; 49) N.64°19'16"E., a distance of 135.98 feet; 50) N.57°41'44"E., a distance of 182.18 feet; 51) S.87°39'54"E., a distance of 111.77 feet; 52) S.44°06'37"W., a distance of 133.74 feet; 53) S.32°04'08"E., a distance of 228.05 feet; 54) S.00°57'13"E., a distance of 33.18 feet; 55) S.23°29'48"W., a distance of 47.37 feet; 56) S.43°50'35"E., a distance of 93.44 feet; 57) S.64°47'43"E., a distance of 183.02 feet; 58) S.86°31'39"E., a distance of 88.54 feet; 59) S.68°58'07"E., a distance of 147.89 feet; 60) N.43°44'46"E., a distance of 128.68 feet; 61)

N.39°03'02"E., a distance of 133.28 feet; 62) N.33°13'44"E., a distance of 191.62 feet; 63) N.34°47'49"E., a distance of 186.47 feet; 64) N.34°35'25"E., a distance of 144.16 feet; 65) N.89°54'55"E., a distance of 73.66 feet; 66) S.83°34'00"E., a distance of 123.39 feet; 67) N.26°18'38"E., a distance of 246.40 feet; 68) N.59°15'32"W., a distance of 117.78 feet; 69) N.25°50'27"W., a distance of 73.80 feet; 70) N.35°14'55"W., a distance of 108.23 feet; 71) N.11°58'30"W., a distance of 127.77 feet; 72) N.02°32'54"W., a distance of 111.01 feet to a point on the South boundary of that certain land described in Official Records Book 935, Page 2041, of the Public Records of Osceola County, Florida; thence along said South boundary of land described in Official Records Book 935, Page 2041, N.89°44'06"E., a distance of 1720.24 feet to the Southwest corner of that certain land described in Official Records Book 5053, Page 2286, of the Public Records of Osceola County, Florida; thence along the West boundary of said land described in Official Records Book 5053, Page 2286, N.00°32'39"W., a distance of 914.34 feet to the Northwest corner thereof, also being a point on the South right of way line of aforesaid FRIAR'S COVE ROAD, according to Deed Book 163, Page 407, of the Public Records of Osceola County, Florida; thence along said South right of way line, N.89°44'47"E., a distance of 562.19 feet; thence along aforesaid Southerly right of way line of FRIAR'S COVE ROAD, per Florida State Turnpike Authority SUNSHINE STATE PARKWAY (Project No. 2) Right of Way Map Section 10, Station 3914+00 Station 4177+50.00 to Station 4283+36.17 and Right of Way Map , Osceola County, Florida, the following three (3) courses: 1) S.00°07'30"E., a distance of 23.01 feet; 2) N.89°52'30"E., a distance of 73.53 feet to a point of curvature; 3) Easterly, 520.85 feet along the arc of a tangent curve to the right having a radius of 1100.92 feet and a central angle of 27°06'25" (chord bearing S.76°34'18"E., 516.01 feet) to the Northwest corner of aforesaid land described in Official Records Book 1022, Page 2684; thence along the Westerly boundary of said land described in Official Records Book 1022, Page 2684, S.10°37'28"W., a distance of 1807.59 feet to the Southwest corner thereof; thence along aforesaid South Boundy of land described in Official Records Book 1022, Page 2684, N.89°53'45"E., a distance of 245.61 feet to the **POINT OF BEGINNING**.

Containing 4,132.763 acres, more or less.

EAST SIDE:

DESCRIPTION: A parcel of land being a part of THE SEMINOLE LAND AND INVESTMENT COMPANY'S SUBDIVISION of Section 10, Township 27 South, Range 30 East, according to the plat thereof, recorded in Plat Book B, Page 36, of the Public Records of Osceola County, Florida; together with part of THE SEMINOLE LAND AND INVESTMENT COMPANY'S SUBDIVISION of Section 11, Township 27 South, Range 30 East, according to the plat thereof, recorded in Plat Book B, Page 40, of the Public Records of Osceola County, Florida; together with part of THE SEMINOLE LAND AND INVESTMENT COMPANY'S SUBDIVISION of Section 12, Township 27 South, Range 30 East, according to the plat thereof, recorded in Plat Book B, Page 37, of the Public Records of Osceola County, Florida; together with part of THE SEMINOLE LAND AND INVESTMENT COMPANY'S SUBDIVISION of Section 13, Township 27 South, Range 30 East, according to the plat thereof, recorded in Plat Book B, Page 41, of the Public Records of Osceola County, Florida; together with part of THE SEMINOLE LAND AND INVESTMENT COMPANY'S SUBDIVISION of Section 14, Township 27 South, Range 30 East, according to the plat thereof, recorded in Plat Book B, Page 38, of the Public Records of Osceola County, Florida; together with THE SEMINOLE LAND AND INVESTMENT COMPANY'S SUBDIVISION of Section 15, Township 27 South, Range 30 East, according to the plat thereof, recorded in Plat Book B, Page 42, of the Public Records of Osceola County, Florida, and; together with lands lying in Section 3, Township 27 South, Range 30 East, Osceola County, Florida, and being more particularly described as follows:

COMMENCE at the Northeast corner of said Section 3, run thence along the East boundary of said Section 3, following three (3) courses: 1) S.00°05'37"E., a distance of 1319.57 feet to the Northeast corner of the South 1/2 of the Northeast 1/4 of said Section 3, also being the **POINT OF BEGINNING**; 2) continue S.00°05'37"E., a distance of 1319.57 feet to the East 1/4 corner of said Section 3; 3) S.00°03'41"E., a distance of 2642.93 feet to the Southeast corner of said Section 3; thence along the East boundary of aforesaid Section 10, S.00°10'09"E., a distance of 1319.54 feet to the Northwest corner of the South 1/2 of the Northwest 1/4 of aforesaid Section 11; thence along the North boundary of said South 1/2 of the Northwest 1/4 of Section 11, also being along the North boundary of Lots 37, 38, 39, and 40, of aforesaid plat of THE SEMINOLE LAND AND INVESTMENT COMPANY'S SUBDIVISION of Section 11, N.89°52'34"E., a distance of 2643.88 feet to the Northwest corner of the Southwest 1/4 of the Northeast 1/4 of said Section 11; thence along the North boundary of said Southwest 1/4 of the Northeast 1/4 of Section 11, also being along the North boundary of Lots 35 and 36 of said plat of THE SEMINOLE LAND AND INVESTMENT COMPANY'S SUBDIVISION of Section 11, N.89°52'05"E., a distance of 1320.73 feet to the Northeast corner of said Southwest 1/4 of the Northeast 1/4 of Section 11; thence along the East boundary of said Southwest 1/4 of the Northeast 1/4 of Section 11, S.00°16'48"E., a distance of 658.56 feet to the Northwest corner of the South 1/4 of the East 1/2 of said Northeast 1/4 of Section 11; thence along the North boundary of said South 1/4 of the East 1/2 of the Northeast 1/4 of Section 11, also being along the North boundary of Lots 49 and 50, of aforesaid plat of THE SEMINOLE LAND AND INVESTMENT COMPANY'S SUBDIVISION of Section 11, N.89°47'52"E., a distance of 1320.65 feet to the Northeast corner of said South 1/4 of the East 1/2 of the Northeast 1/4 of Section 11; thence along that certain line being the Southerly boundary of those lands described in Official Records Book 2768, Page 2478, Official records Book 5828, Page 202, and Official Records Book 6068, Page 2655, of the Public Records of Osceola County, Florida, the following two (2) courses: 1) N.48°58'36"E., a distance of 1169.50 feet; 2) N.41°18'36"E., a distance of 1527.29 feet to a point on a curve on the West right of way line of CANOE CREEK ROAD (County Road 523), per Florida Department of Transportation Right of Way Map Section 9252-250; thence along said West right of way line of CANOE CREEK ROAD (County Road 523), the following six (6) courses: 1) Southerly, 20.79 feet along the arc of a non-tangent curve to the left having a radius of 2914.79 feet and a central angle of 00°24'31" (chord bearing S.14°09'18"E., 20.79 feet) to a point of tangency; 2) S.14°21'33"E., a distance of 601.99 feet to a point of curvature; 3) Southerly, 221.07 feet along the arc of a tangent curve to the right having a radius of 2814.79 feet and a central angle of 04°30'00" (chord bearing S.12°06'33"E., 221.02 feet) to a point of tangency; 4) S.09°51'33"E., a distance of 3391.31 feet to a point of curvature; 5) Southerly, 256.63 feet along the arc of a tangent curve to the right having a radius of 2814.79 feet and a central angle of 05°13'26" (chord bearing S.07°14'50"E., 256.54 feet) to a point of tangency; 6) S.04°38'08"E., a distance of 135.59 feet to the Northeast corner of that certain land described in Official Records Book 1847, Page 183, of the Public Records of Osceola County, Florida; thence along the North boundary of said land described in Official Records Book 1847, Page 183, S.89°54'20"W., a distance of 2017.91 feet to the Northwest corner of said land described in Official Records Book 1847, Page 183; thence along the West boundary of said land described in Official Records Book 1847, Page 183, and the West boundary of that certain land described in Official Records Book 2333, Page 2868, of the Public Records of Osceola County, Florida, the following two (2) courses: 1) S.00°19'07"E., a distance of 661.37 feet to a point on the North boundary of aforesaid Section 13; 2) S.00°10'48"E., a distance of 330.78 feet to the Northeast corner of that certain parcel of land described in Official Records Book 1113, Page 945, of the Public Records of Osceola County, Florida; thence along the North boundary of said land described in Official Records Book 1113, Page 945, and the Westerly extension thereof, S.89°59'32"W., a distance of 683.25 feet to a point on the East boundary of aforesaid Section 14; thence along said East boundary of Section 14, S.00°05'35"E., a distance of 193.71 feet to a point

of intersection with said East boundary of Section 14 and the North boundary of that certain land described in Official Records Book 471, Page 774, of the Public Records of Osceola County, Florida; thence along said North boundary of land described in Official Records Book 471, Page 774, and the Easterly extension thereof, S.89°40'24"W., a distance of 1441.96 feet to the Northwest corner thereof; thence along the West boundary of said land described in Official Records Book 471, Page 774, S.00°11'28"E., a distance of 1553.27 feet to the Southwest corner thereof; thence along the South boundary of said land described in Official Records Book 471, Page 774, the following two (2) courses: 1) N.89°48'46"E., a distance of 1438.09 feet; 2) N.89°56'39"E., a distance of 170.05 feet to the Southeast corner of said land described in Official Records Book 471, Page 774; thence along the East boundary of said land described in Official Records Book 471, Page 774, N.00°12'57"W., a distance of 1419.44 feet to a point on the South boundary of aforesaid land described in Official Records Book 1113, Page 945; thence along said South boundary of land described in Official Records Book 1113, Page 945, N.89°58'38"E., a distance of 517.95 feet to the Southeast corner thereof, also being a point on aforesaid West boundary of land described in Official Records Book 2333, Page 2868; thence along said West boundary of land described in Official Records Book 2333, Page 2868, S.00°10'50"E., a distance of 329.61 feet to the Southeast corner thereof; thence along the South boundary of said land described in Official Records Book 2333, Page 2868, N.89°51'28"E., a distance of 2118.05 feet to the Southeast corner thereof, also being a point on aforesaid West right of way line of CANOE CREEK ROAD (County Road 523); thence along said West right of way line of CANOE CREEK ROAD (County Road 523), S.00°20'08"E., a distance of 3320.44 feet to the Northeast corner of that certain land described in Official Records Book 6146, Page 578, of the Public Records of Osceola County, Florida; thence along the North boundary of said land described in Official Records Book 6146, Page 578, S.89°40'55"W., a distance of 1398.36 feet to the Northwest corner thereof, also being a point of non-tangent curvature; thence along the Westerly boundary of said land described in Official Records Book 6146, Page 578, the following four (4) courses: 1) Southwesterly, 237.82 feet along the arc of a non-tangent curve to the right having a radius of 806.00 feet and a central angle of 16°54'21" (chord bearing S.44°12'45"W., 236.96 feet) to a point of tangency; 2) S.52°39'55"W., a distance of 118.09 feet to a point of curvature; 3) Southwesterly, 642.20 feet along the arc of a tangent curve to the left having a radius of 700.00 feet and a central angle of 52°33'53" (chord bearing S.26°22'59"W., 619.91 feet) to a point tangency; 4) S.00°06'02"W., a distance of 175.03 feet to the Southwest corner of aforesaid land described in Official Records Book 6146, Page 578, also being a point on the South boundary of aforesaid Section 13; thence along said South boundary of Section 13, S.89°50'41"W., a distance of 878.22 feet to the Southwest corner thereof; thence along the South boundary of the Southeast 1/4 of aforesaid Section 14, S.89°59'09"W., a distance of 2640.70 feet to the South 1/4 corner of said Section 14; thence along the South boundary of the Southwest 1/4 of said Section 14, S.89°59'16"W., a distance of 1370.83 feet to the Easterly limited access right of way line of FLORIDA'S TURNPIKE, per said Florida State Turnpike Authority, SUNSHINE STATE PARKWAY (Project No. 2) Right of Way Map Section 10, Station 3914+00 to Station 4010+00, Osceola County, Florida; thence along said Easterly limited access right of way line FLORIDA'S TURNPIKE, per Florida State Turnpike Authority, SUNSHINE STATE PARKWAY (Project No. 2) Right of Way Map Section 10, Station 4177+50.00 to Station 4283+36.17 and Right of Way Map Section 10, Station 3914+00 to Station 4010+00, Osceola County, Florida, the following three (3) courses: 1) N.18°29'25"W., a distance of 10462.45 feet to a point of curvature; 2) Northerly, 1068.25 feet along the arc of a tangent curve to the right having a radius of 5529.58 feet and a central angle of 11°04'08" (chord bearing N.12°57'21"W., 1066.59 feet) to a point of tangency; 3) N.07°25'17"W., a distance of 4819.38 feet to the South right of way line of FRIAR'S COVE ROAD, per aforesaid Florida State Turnpike Authority, SUNSHINE STATE PARKWAY (Project No. 2) Right of Way Map Section 10, Station 4177+50.00 to Station 4283+36.17; thence along said South right of way line of FRIAR'S COVE ROAD, N.89°53'40"E., a distance of 220.33 feet to the

East boundary of the Northeast 1/4 of the Northwest 1/4 of aforesaid Section 3; thence along said East boundary of the Northeast 1/4 of the Northwest 1/4 of Section 3, S.00°05'21"E., a distance of 1226.37 feet to the Southeast corner thereof; thence along the North boundary of the South 1/2 of the Northeast 1/4 of said Section 3, the following two (2) courses: 1) N.89°58'59"E., a distance of 1320.30 feet to the Southwest corner of the Northeast 1/4 of said Northeast 1/4 of Section 3; 2) N.89°56'40"E., a distance of 1321.15 feet to the **POINT OF BEGINNING**.

Containing 1,843.473 acres, more or less;

LESS AND EXCEPT: Green Island Ventures, LLC parcel, according to Official Records Book 3731, Page 1484, of the Public Records of Osceola County, Florida, and being more particularly described as follows:

DESCRIPTION: Lot 54, THE SEMINOLE LAND AND INVESTMENT COMPANY'S SUBDIVISION of Section 14, Township 27 South, Range 30 East, according to the plat thereof, recorded in Plat Book B, Page 38, of the Public Records of Osceola County, Florida.

Containing 4.874 acres, more or less;

LESS AND EXCEPT: Mary Beth Henthorne and Phillip John Sammons parcel, according to Official Records Book 3918, Page 2357, of the Public Records of Osceola County, Florida, and being more particularly described as follows:

DESCRIPTION: Lot 29, THE SEMINOLE LAND AND INVESTMENT COMPANY'S SUBDIVISION of Section 14, Township 27 South, Range 30 East, according to the plat thereof, recorded in Plat Book B, Page 38, of the Public Records of Osceola County, Florida.

Containing 4.880 acres, more or less;

LESS AND EXCEPT: St. Cloud Welding & Fabrication, Inc. parcel, according to Official Records Book 6287, Page 1570, of the Public Records of Osceola County, Florida, and being more particularly described as follows:

PARCEL A: Lot 54, of The Seminole Land & Investment Company's Subdivision of Section 13, Township 27 South, Range 30 East, according to the plat thereof, as recorded in Plat Book B, Page 41, of the Public Records of Osceola County, Florida; LESS AND EXCEPT the South 145 feet of the West 315 feet thereof.

And

PARCEL B: The South 145 feet of the West 315 feet of Lot 54, of The Seminole Land & Investment Company's Subdivision of Section 13, Township 27 South, Range 30 East, according to the plat thereof, as recorded in Plat Book B, Page 41, of the Public Records of Osceola County, Florida.

and

A parcel of land being a portion of Lot 59, Seminole Land and Investment Company's Subdivision of Section 13, Township 27 South, Range 30 East, according to the plat thereof, as recorded in Plat Book "B", Page 41, of the Public Records of Osceola County, Florida and being more particularly described as follows:

Begin at the Northwest corner of said Lot 59; thence run North 89°53'37" East along the North line of said Lot 59, a distance of 302.85 feet; thence departing said North line of Lot 59, run South 00°06'23" East, a distance of 25.00 feet; thence run South 89°53'37" West, a distance of 302.80 feet to a point on the West line of said Lot 59; thence run North 00°12'27" West along the West line of said Lot 59, a distance of 25.00 feet to the Point of Beginning.

Above Parcel A and Parcel B also being described as follows:

DESCRIPTION: Part of THE SEMINOLE LAND AND INVESTMENT COMPANY'S SUBDIVISION of Section 13, Township 27 South, Range 30 East, according to the plat thereof, recorded in Plat Book B, Page 41, of the Public Records of Osceola County, Florida, and being more particularly described as follows:

COMMENCE at the West 1/4 corner of said Section 13, run thence along the South boundary of the Northwest 1/4 of said Section 13, N.89°53'19"E., a distance of 1362.24 feet to the Southwest corner of the West 1/2 of said Northwest 1/4 of Section 13; thence along the West boundary of said West 1/2 of the Northwest 1/4 of Section 13, also being the centerline of a 35-foot wide right of way, per said plat of THE SEMINOLE LAND AND INVESTMENT COMPANY'S SUBDIVISION of Section 13, N.00°28'15"W., a distance of 307.34 feet; thence N.89°55'45"E., a distance of 34.08 feet to the Southwest corner of lands described in Official Records Book 6287, Page 1570, of the Public Records of Osceola County, Florida, also being the **POINT OF BEGINNING**; thence along the West, North, and East boundary of said lands described in Official Records Book 6287, Page 1570, the following three (3) courses: 1) N.00°10'19"W., a distance of 356.64 feet; 2) N.89°57'45"E., a distance of 671.32 feet; 3) S.00°10'10"E., a distance of 331.25 feet; thence along the South boundary of said Lands described in Official Records Book 6287, Page 1570, the following three (3) courses: 1) S.89°55'45"W., a distance of 368.45 feet; 2) S.00°04'15"E., a distance of 25.00 feet; 3) S.89°55'45"W., a distance of 302.81 feet to the **POINT OF BEGINNING**.

Containing 5.282 acres, more or less;

LESS AND EXCEPT:

DESCRIPTION: The East 1/2 of a 35-foot wide right of way, per THE SEMINOLE LAND AND INVESTMENT COMPANY'S SUBDIVISION of Section 14, Township 27 South, Range 30 East, according to the plat thereof, recorded in Plat Book B, Page 38, of the Public Records of Osceola County, Florida, lying between Lots 54 and 55 of said plat.

Containing 0.133 acres, more or less;

LESS AND EXCEPT:

DESCRIPTION: The East 1/2 of a 35-foot wide right of way, per THE SEMINOLE LAND AND INVESTMENT COMPANY'S SUBDIVISION of Section 14, Township 27 South, Range 30 East, according to the plat thereof, recorded in Plat Book B, Page 38, of the Public Records of Osceola County, Florida, lying between Lots 28 and 29 of said plat.

Containing 0.133 acres, more or less;

LESS AND EXCEPT:

DESCRIPTION: Part of THE SEMINOLE LAND AND INVESTMENT COMPANY'S SUBDIVISION of Section 13, Township 27 South, Range 30 East, according to the plat thereof, recorded in Plat Book B, Page 41, of the Public Records of Osceola County, Florida, and being more particularly described as follows:

COMMENCE at the West 1/4 corner of said Section 13, run thence along the South boundary of the Northwest 1/4 of said Section 13, N.89°53'19"E., a distance of 1362.24 feet to the Southwest corner of the West 1/2 of said Northwest 1/4 of Section 13; thence along the West boundary of said West 1/2 of the Northwest 1/4 of Section 13, also being the centerline of a 35-foot wide right of way, per said plat of THE SEMINOLE LAND AND INVESTMENT COMPANY'S SUBDIVISION of Section 13, the following two (2) courses: 1) N.00°28'15"W., a distance of 307.34 feet to the **POINT OF BEGINNING**; 2) continue N.00°28'15"W., a distance of 353.88 feet; thence along the North boundary of Lot 54, and the Westerly extension thereof, N.89°55'05"E., a distance of 35.92 feet to a point on the West boundary of lands described in Official Records Book 6287, Page 1570, of the Public Records of Osceola County, Florida; thence along said West boundary of Official Records Book 6287, Page 1570, S.00°10'19"E., a distance of 353.88 feet to the Southwest corner thereof; thence along the Westerly extension of the South boundary of said Official Records Book 6287, Page 1570, S.89°55'45"W., a distance of 34.08 feet to the **POINT OF BEGINNING**.

Containing 0.284 acres, more or less.

Containing a Net Acreage of 1,827.887 acres, more or less.

East Side and West Side Combined Contains a Net Acreage of 5,960.650 acres, more or less.

SECTION C

SECTION 1

**RESOLUTION 2026-05
[FY 2025 APPROPRIATION RESOLUTION]**

THE ANNUAL APPROPRIATION RESOLUTION OF THE WATERLIN STEWARDSHIP DISTRICT (“DISTRICT”) RELATING TO THE ANNUAL APPROPRIATIONS AND ADOPTING THE BUDGET(S) FOR THE FISCAL YEAR ENDING SEPTEMBER 30, 2025; AUTHORIZING BUDGET AMENDMENTS; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, the Waterlin Stewardship District (“**District**”) was established pursuant to Chapter 2025-238, *Laws of Florida*, effective June 23, 2025; and

WHEREAS, for the remainder of fiscal year ending September 30, 2025 (“**FY 2025**”) after the District’s establishment, the District Manager prepared and submitted to the Board of Supervisors (“**Board**”) of the District proposed budget(s) (“**Proposed Budget**”) along with an explanatory and complete financial plan for each fund of the District, pursuant to the provisions of Chapter 2025-238(6)(4)(b), *Laws of Florida*; 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 general-purpose government(s) having jurisdiction over the area included in the District pursuant to the provisions of Chapter 2025-238(6)(4)(b), *Laws of Florida*; and

WHEREAS, the Board set a public hearing on the Proposed Budget and caused notice of such public hearing to be given by publication pursuant to Chapter 2025-238(6)(4)(b), *Laws of Florida*; and

WHEREAS, the District Manager will post the Proposed Budget on the District’s website in accordance with Chapter 189, *Florida Statutes*; and

WHEREAS, Chapter 2025-238(6)(4)(b), *Laws of Florida*, requires that 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.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF SUPERVISORS OF THE WATERLING STEWARDSHIP DISTRICT:

SECTION 1. BUDGET

- a. The Proposed Budget, attached hereto as **Exhibit A**, as amended by the Board, is hereby adopted in accordance with the provisions of Chapter 2025-238(6)(4)(b), *Laws of Florida* (“**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.
- b. 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 Waterlin Stewardship District for the Fiscal Year Ending September 30, 2025.”

- c. The Adopted Budget shall be posted by the District Manager on the District’s official website in accordance with Section 189.016, *Florida Statutes* and shall remain on the website for at least two (2) years.

SECTION 2. APPROPRIATIONS

There is hereby appropriated out of the revenues of the District, for FY 2025, the sum(s) set forth in **Exhibit A** 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 as set forth in **Exhibit A**.

SECTION 3. BUDGET AMENDMENTS

Pursuant to Section 189.016, *Florida Statutes*, the District at any time within FY 2025 or within 60 days following the end of the FY 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 this paragraph c. are posted on the District’s website in accordance with Chapter 189, *Florida Statutes*, and remain on the website for at least two (2) years.

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

PASSED AND ADOPTED THIS 3RD DAY OF DECEMBER, 2025.

ATTEST:

WATERLIN STEWARDSHIP DISTRICT

Secretary / Assistant Secretary

Chair / Vice Chair, Board of Supervisors

Exhibit A: FY 2025 Budget

Exhibit A

FY 2025 Budget

Waterlin
Stewardship District

Proposed Budget
FY2025 & FY2026



Table of Contents

1 General Fund

2-4 General Fund Narrative

Waterlin
Stewardship District
Proposed Budget
General Fund

Description	Proposed Budget FY2025	Proposed Budget FY2026
<u>Revenues</u>		
Developer Contributions	\$ 7,733	\$ 126,300
Total Revenues	\$ 7,733	\$ 126,300
<u>Expenditures</u>		
<i>General & Administrative</i>		
Engineering	\$ -	\$ 15,000
Attorney	\$ 2,500	\$ 25,000
Management Fees	\$ 3,433	\$ 41,200
Information Technology	\$ -	\$ 3,090
Website/ ADA Compliance	\$ -	\$ 1,750
Dissemination Agent **	\$ -	\$ 5,000
Assessment Administration **	\$ -	\$ 5,000
Annual Audit	\$ -	\$ 1,500
Telephone	\$ -	\$ 300
Postage & Delivery	\$ 100	\$ 1,000
Insurance	\$ -	\$ 5,000
Printing & Binding	\$ 100	\$ 1,000
Legal Advertising	\$ 1,250	\$ 15,000
Other Current Charges	\$ 250	\$ 5,000
Office Supplies	\$ 100	\$ 625
Travel Per Diem	\$ -	\$ 660
Dues, Licenses & Subscriptions	\$ -	\$ 175
Total Expenditures	\$ 7,733	\$ 126,300
Excess Revenues/(Expenditures)	\$ -	\$ -

**Anticipated expenses after the issuance of bonds

Waterlin

Stewardship District

General Fund Narrative

Revenues:

Developer Contributions

The District will enter into a funding agreement with the Developer to fund the General Fund expenditures for the Fiscal Year.

Expenditures:

General & Administrative:

Supervisor Fees

Chapter 190, Florida Statutes, allows for each Board member to receive \$200 per meeting, not to exceed \$4,800 per year paid to each Supervisor for the time devoted to District business and meetings.

FICA Expenditures

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

Engineering

The District's engineer will be providing general engineering services to the District, e.g. attendance and preparation for monthly board meetings, review invoices and various projects as directed by the Board of Supervisors and the District Manager.

Attorney

The District's legal counsel will be providing general legal services to the District, e.g. attendance and preparation for meetings, preparation and review of agreements, resolutions, etc. as directed by the Board of Supervisors and the District Manager.

Management Fees

The District receives Management, Accounting and Administrative services as part of a Management Agreement with Governmental Management Services-Central Florida, LLC. The services include but are not limited to, recording and transcription of board meetings, administrative services, budget preparation, all financial reports, annual audits, etc.

Information Technology

Represents various cost of information technology with Governmental Management Services-Central Florida, LLC for the District such as video conferencing, cloud storage and servers, positive pay implementation and programming for fraud protection, accounting software, tablets for meetings, Adobe, Microsoft Office, etc. Represents the costs associated with monitoring and maintaining the District's website created in accordance with Chapter 189, Florida Statutes. These services include site performance assessments, security and firewall maintenance, updates, document uploads, hosting and domain renewals, website backups, etc.

Waterlin

Stewardship District

General Fund Narrative

Website Maintenance

Represents the costs with creating the District's website in accordance with Chapter 189, Florida Statutes.

Dissemination

The District is required by the Security and Exchange Commission to comply with Rule 15c2-12(b)(5) which relates to additional reporting requirements for unrated bond issues. This cost is based upon an anticipated bond issuance.

Assessment Administration

The District will contract to levy and administer the collection of non-ad valorem assessment on all assessable property within the District.

Annual Audit

The District is required by Florida Statutes to arrange for an independent audit of its financial records on an annual basis.

Telephone

Telephone and fax machine.

Postage & Delivery

The District incurs charges for mailing of Board meeting agenda packages, overnight deliveries, correspondence, etc.

Insurance

The District's general liability and public official's liability insurance coverages.

Printing & Binding

Printing and Binding agenda packages for board meetings, printing of computerized checks, stationary, envelopes, etc.

Legal Advertising

The District is required to advertise various notices for monthly Board meetings, public hearings, etc. in a newspaper of general circulation.

Other Current Charges

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

Office Supplies

Any supplies that may need to be purchased during the fiscal year, e.g., paper, minute books, file folders, labels, paper clips, etc.

Waterlin

Stewardship District

General Fund Narrative

Travel Per Diem

The Board of Supervisors can be reimbursed for travel expenditures related to the conducting of District business.

Dues, Licenses & Subscriptions

The District is required to pay an annual fee to the Florida Department of Economic Opportunity for \$175. This is the only expense under this category for the District.

Field Operations:

Field Management

The District receives Field Management services as part of a Management Agreement with Governmental Management Services-Central Florida, LLC. The services include an onsite part-time position with an average of two on-site visits per month.

SECTION 2

**RESOLUTION 2026-06
[FY 2026 APPROPRIATION RESOLUTION]**

THE ANNUAL APPROPRIATION RESOLUTION OF THE WATERLIN STEWARDSHIP DISTRICT (“DISTRICT”) RELATING TO THE ANNUAL APPROPRIATIONS AND ADOPTING THE BUDGET(S) FOR THE FISCAL YEAR BEGINNING OCTOBER 1, 2025, AND ENDING SEPTEMBER 30, 2026; AUTHORIZING BUDGET AMENDMENTS; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, the Waterlin Stewardship District (“**District**”) was established pursuant to Chapter 2025-238, *Laws of Florida*, effective June 23, 2025; and

WHEREAS, for the fiscal year beginning October 1, 2025, and ending September 30, 2026 (“**FY 2026**”), the District Manager prepared and submitted to the Board of Supervisors (“**Board**”) of the District proposed budget(s) (“**Proposed Budget**”) along with an explanatory and complete financial plan for each fund of the District, pursuant to the provisions of Chapter 2025-238(6)(4)(b), *Laws of Florida*; 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 general-purpose government(s) having jurisdiction over the area included in the District pursuant to the provisions of Chapter 2025-238(6)(4)(b), *Laws of Florida*; and

WHEREAS, the Board set a public hearing on the Proposed Budget and caused notice of such public hearing to be given by publication pursuant to Chapter 2025-238(6)(4)(b), *Laws of Florida*; and

WHEREAS, the District Manager will post the Proposed Budget on the District’s website in accordance with Chapter 189, *Florida Statutes*; and

WHEREAS, Chapter 2025-238(6)(4)(b), *Laws of Florida*, requires that 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.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF SUPERVISORS OF THE WATERLING STEWARDSHIP DISTRICT:

SECTION 1. BUDGET

- a. The Proposed Budget, attached hereto as **Exhibit A**, as amended by the Board, is hereby adopted in accordance with the provisions of Chapter 2025-238(6)(4)(b), *Laws of Florida* (“**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.
- b. 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 Waterlin Stewardship District for the Fiscal Year Ending September 30, 2026.”

- c. The Adopted Budget shall be posted by the District Manager on the District’s official website in accordance with Section 189.016, *Florida Statutes* and shall remain on the website for at least two (2) years.

SECTION 2. APPROPRIATIONS

There is hereby appropriated out of the revenues of the District, for FY 2026, the sum(s) set forth in **Exhibit A** 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 as set forth in **Exhibit A**.

SECTION 3. BUDGET AMENDMENTS

Pursuant to Section 189.016, *Florida Statutes*, the District at any time within FY 2026 or within 60 days following the end of the FY 2026 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 this paragraph c. are posted on the District’s website in accordance with Chapter 189, *Florida Statutes*, and remain on the website for at least two (2) years.

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

PASSED AND ADOPTED THIS 3RD DAY OF DECEMBER, 2025.

ATTEST:

WATERLIN STEWARDSHIP DISTRICT

Secretary / Assistant Secretary

Chair / Vice Chair, Board of Supervisors

Exhibit A: FY 2026 Budget

Exhibit A

FY 2026 Budget

Waterlin
Stewardship District

Proposed Budget
FY2025 & FY2026



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Proposed Budget
General Fund

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Total Expenditures	\$ 7,733	\$ 126,300
Excess Revenues/(Expenditures)	\$ -	\$ -

**Anticipated expenses after the issuance of bonds

Waterlin

Stewardship District

General Fund Narrative

Revenues:

Developer Contributions

The District will enter into a funding agreement with the Developer to fund the General Fund expenditures for the Fiscal Year.

Expenditures:

General & Administrative:

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Chapter 190, Florida Statutes, allows for each Board member to receive \$200 per meeting, not to exceed \$4,800 per year paid to each Supervisor for the time devoted to District business and meetings.

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

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The District's engineer will be providing general engineering services to the District, e.g. attendance and preparation for monthly board meetings, review invoices and various projects as directed by the Board of Supervisors and the District Manager.

Attorney

The District's legal counsel will be providing general legal services to the District, e.g. attendance and preparation for meetings, preparation and review of agreements, resolutions, etc. as directed by the Board of Supervisors and the District Manager.

Management Fees

The District receives Management, Accounting and Administrative services as part of a Management Agreement with Governmental Management Services-Central Florida, LLC. The services include but are not limited to, recording and transcription of board meetings, administrative services, budget preparation, all financial reports, annual audits, etc.

Information Technology

Represents various cost of information technology with Governmental Management Services-Central Florida, LLC for the District such as video conferencing, cloud storage and servers, positive pay implementation and programming for fraud protection, accounting software, tablets for meetings, Adobe, Microsoft Office, etc. Represents the costs associated with monitoring and maintaining the District's website created in accordance with Chapter 189, Florida Statutes. These services include site performance assessments, security and firewall maintenance, updates, document uploads, hosting and domain renewals, website backups, etc.

Waterlin

Stewardship District

General Fund Narrative

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The District is required to advertise various notices for monthly Board meetings, public hearings, etc. in a newspaper of general circulation.

Other Current Charges

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

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Any supplies that may need to be purchased during the fiscal year, e.g., paper, minute books, file folders, labels, paper clips, etc.

Waterlin

Stewardship District

General Fund Narrative

Travel Per Diem

The Board of Supervisors can be reimbursed for travel expenditures related to the conducting of District business.

Dues, Licenses & Subscriptions

The District is required to pay an annual fee to the Florida Department of Economic Opportunity for \$175. This is the only expense under this category for the District.

Field Operations:

Field Management

The District receives Field Management services as part of a Management Agreement with Governmental Management Services-Central Florida, LLC. The services include an onsite part-time position with an average of two on-site visits per month.

MERGER HEARING

SECTION III

SECTION A

RESOLUTION 2026-07

A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE WATERLIN STEWARDSHIP DISTRICT CONFIRMING ITS INTENT TO MERGE WITH THE GIR EAST COMMUNITY DEVELOPMENT DISTRICT; AND PROVIDING FOR SEVERABILITY AND AN EFFECTIVE DATE.

WHEREAS, Waterlin Stewardship District (“Stewardship District”) is a local unit of special purpose government established by the Florida Legislature pursuant to Chapter 2025-238, Laws of Florida (“Act”), for the purpose of planning, financing, constructing, operating, and/or maintaining public infrastructure improvements; and

WHEREAS, the GIR East Community Development District (“CDD”) is a local unit of special purpose government pursuant to Chapter 190, Florida Statutes, established by Osceola County, Florida, for the purpose of planning, financing, constructing, operating, and/or maintaining public infrastructure improvements; and

WHEREAS, the Board of Supervisors of the Stewardship District (“Board”) previously adopted Resolution 2026-01 approving the merger of the CDD with and into the Stewardship District, including the form of the merger agreement and setting a public hearing for the purpose of providing information and taking public comment on the proposed merger; and

WHEREAS, in accordance with Resolution 2026-01, the Board noticed and conducted the public hearing on December 3, 2025; and

WHEREAS, the Board desires to confirm its intent to merge the Stewardship District with the CDD, and provide notice of such intent to the CDD and Osceola County.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF SUPERVISORS OF THE WATERLIN STEWARDSHIP DISTRICT:

SECTION 1. The recitals as stated above are true and correct and by this reference are incorporated into and form a material part of this Resolution.

SECTION 2. The Board hereby confirms its intent to merge the Stewardship District with the CDD, and hereby directs District Staff to (a) provide this Resolution to the CDD and Osceola County as evidence thereof, and (b) otherwise execute the Merger Agreement (as defined in Resolution 2026-01) and effect the merger pursuant to the authority granted under Resolution 2026-01 and this Resolution.

SECTION 3. If any section or part of a section of this Resolution be declared invalid or unconstitutional, the validity, force and effect of any other section or part of a section of this Resolution shall not thereby be affected or impaired unless it clearly appears that such other

section or part of a section of this Resolution is wholly or necessarily dependent upon the section or part of a section so held to be invalid or unconstitutional.

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

PASSED AND ADOPTED THIS 3RD DAY OF DECEMBER 2025.

ATTEST:

**WATERLIN STEWARDSHIP
DISTRICT**

Secretary / Assistant Secretary

Chairperson, Board of Supervisors