

KELLY PARK

COMMUNITY DEVELOPMENT DISTRICT

May 23, 2023

BOARD OF SUPERVISORS REGULAR MEETING AGENDA

KELLY PARK

COMMUNITY DEVELOPMENT DISTRICT

AGENDA

LETTER

Kelly Park Community Development District
OFFICE OF THE DISTRICT MANAGER
2300 Glades Road, Suite 410W•Boca Raton, Florida 33431
Phone: (561) 571-0010•Toll-free: (877) 276-0889•Fax: (561) 571-0013

May 16, 2023

Board of Supervisors
Kelly Park Community Development District

Dear Board Members:

The Board of Supervisors of the Kelly Park Community Development District will hold a Regular Meeting on May 23, 2023 at 8:00 a.m., at the offices of Poulos & Bennett, LLC 2602 E Livingston Street, Orlando, Florida 32803. The agenda is as follows:

1. Call to Order/Roll Call
2. Public Comments
3. Administration of Oath of Office to Supervisors, Taryn Galvin [SEAT 3] and Lou Avelli [SEAT 4] (*the following will be provided in a separate package*)
 - A. Guide to Sunshine Amendment and Code of Ethics for Public Officers and Employees
 - B. Membership, Obligations and Responsibilities
 - C. Chapter 190, Florida Statutes
 - D. Financial Disclosure Forms
 - I. Form 1: Statement of Financial Interests
 - II. Form 1X: Amendment to Form 1, Statement of Financial Interests
 - III. Form 1F: Final Statement of Financial Interests
 - E. Form 8B: Memorandum of Voting Conflict
4. Acceptance of Resignation of Dan Edwards [SEAT 5]
5. Consider Appointment of Alex Gross to Fill Unexpired Term of Seat 5; *Term Expires November 2024*
 - Administration of Oath of Office to Alex Gross
6. Consideration of Resolution 2023-02, Designating Certain Officers of the District, and Providing for an Effective Date

ATTENDEES:

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

NOTE: Meeting Time

7. Consideration of Resolution 2023-03, Approving a Proposed Budget for Fiscal Year 2023/2024 and Setting a Public Hearing Thereon Pursuant to Florida Law; Addressing Transmittal, Posting and Publication Requirements; Addressing Severability; and Providing for an Effective Date
8. Ratification of Engagement with Jere Earlywine at Kutak Rock LLP
 - Consideration of Retention and Fee Agreement
9. Consideration of Response(s) to Request for Qualifications (RFQ) for Engineering Services
 - A. Affidavit of Publication
 - B. RFQ Package
 - C. Respondent: Poulos & Bennett, LLC
 - D. Competitive Selection Criteria/Ranking
 - E. Award of Contract
10. Consideration of Poulos & Bennett, LLC, Amendment 2 to Agreement for Engineering Services
11. Consideration of Resolution 2023-04, Directing the Chairman and District Staff to Request the Passage of an Ordinance by the City Council of the City of Apopka, Florida, Amending the District's Boundaries, and Authorizing Such Other Actions as are Necessary in Furtherance of That Process; and Providing an Effective Date
12. Consideration of Boundary Amendment Funding Agreement
13. Consideration of Resolution 2023-05, Designating Dates, Times and Locations for Regular Meetings of the Board of Supervisors of the District for Fiscal Year 2023/2024 and Providing for an Effective Date
14. Consideration of Resolution 2023-01, Designating the Primary Administrative Office and Principal Headquarters of the District and Providing an Effective Date
15. Acceptance of Unaudited Financial Statements as of April 30, 2023
16. Approval of September 14, 2022 Public Hearings and Regular Meeting Minutes
17. Staff Reports
 - A. District Counsel: *Kutak Rock LLP*

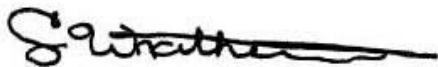
- B. District Engineer: *Poulos & Bennett, LLC*
- C. District Manager: *Wrathell, Hunt and Associates, LLC*
 - ___ Registered Voters in District as of April 15, 2023
 - NEXT MEETING DATE: June 14, 2023 at 11:00 AM
 - QUORUM CHECK

| | | | | |
|--------|-----------------|------------------------------------|--------------------------------|-----------------------------|
| SEAT 1 | SETH BENNETT | <input type="checkbox"/> IN PERSON | <input type="checkbox"/> PHONE | <input type="checkbox"/> NO |
| SEAT 2 | QUINT NOORDSTAR | <input type="checkbox"/> IN PERSON | <input type="checkbox"/> PHONE | <input type="checkbox"/> NO |
| SEAT 3 | TARYN GALVIN | <input type="checkbox"/> IN PERSON | <input type="checkbox"/> PHONE | <input type="checkbox"/> NO |
| SEAT 4 | LOU AVELLI | <input type="checkbox"/> IN PERSON | <input type="checkbox"/> PHONE | <input type="checkbox"/> NO |
| SEAT 5 | ALEX GROSS | <input type="checkbox"/> IN PERSON | <input type="checkbox"/> PHONE | <input type="checkbox"/> NO |

- 18. Board Members' Comments/Requests
- 19. Public Comments
- 20. Adjournment

If you should have any questions or concerns, please do not hesitate to contact me directly at (561) 719-8675 or Ernesto Torres at (904) 295-5714.

Sincerely,



Craig Wrathell
District Manager

FOR BOARD MEMBERS AND STAFF TO ATTEND BY TELEPHONE

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

PARTICIPANT PASSCODE: 782 134 6157

KELLY PARK

COMMUNITY DEVELOPMENT DISTRICT

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NOTICE OF TENDER OF RESIGNATION


To: Board of Supervisors
Kelly Park Community Development District
Attn: Craig Wrathell/Ernesto Torres, District Managers
2300 Glades Road, Suite 410W
Boca Raton, Florida 33431

From: Donal Edwards
Printed Name

Date: 4-13-23
Date

I hereby tender my resignation as a member of the Board of Supervisors of the *Kelly Park Community Development District*. My tendered resignation will be deemed to be effective as of the time a quorum of the remaining members of the Board of Supervisors accepts it at a duly noticed meeting of the Board of Supervisors.

I certify that this Notice of Tender of Resignation has been executed by me and personally presented at a duly noticed meeting of the Board of Supervisors, scanned and electronically transmitted to gillyardd@whhassociates.com or faxed to 561-571-0013 and agree that the executed original shall be binding and enforceable and the fax or email copy shall be binding and enforceable as an original.



Signature

KELLY PARK

COMMUNITY DEVELOPMENT DISTRICT

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RESOLUTION 2023-02

A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE KELLY PARK COMMUNITY DEVELOPMENT DISTRICT DESIGNATING CERTAIN OFFICERS OF THE DISTRICT, AND PROVIDING FOR AN EFFECTIVE DATE

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

WHEREAS, the Board of Supervisors of the District desires to designate certain Officers of the District.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF SUPERVISORS OF THE KELLY PARK COMMUNITY DEVELOPMENT DISTRICT:

SECTION 1. _____ is appointed Chair.

SECTION 2. _____ is appointed Vice Chair.

SECTION 3. _____ is appointed Assistant Secretary.

_____ is appointed Assistant Secretary.

_____ is appointed Assistant Secretary.

Ernesto Torres is appointed Assistant Secretary.

SECTION 4. This Resolution supersedes any prior appointments made by the Board for Chair, Vice Chair, and Assistant Secretaries; however, prior appointments by the Board for Secretary, Treasurer and Assistant Treasurer(s) remain unaffected by this Resolution.

SECTION 5. This Resolution shall become effective immediately upon its adoption.

[REMAINDER OF PAGE INTENTIONALLY LEFT BLANK]

PASSED AND ADOPTED this 23rd day of May, 2023.

ATTEST:

**KELLY PARK COMMUNITY
DEVELOPMENT DISTRICT**

Secretary/Assistant Secretary

Chair/Vice Chair, Board of Supervisors

KELLY PARK

COMMUNITY DEVELOPMENT DISTRICT

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RESOLUTION 2023-03

A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE KELLY PARK COMMUNITY DEVELOPMENT DISTRICT APPROVING A PROPOSED BUDGET FOR FISCAL YEAR 2023/2024 AND SETTING A PUBLIC HEARING THEREON PURSUANT TO FLORIDA LAW; ADDRESSING TRANSMITTAL, POSTING AND PUBLICATION REQUIREMENTS; ADDRESSING SEVERABILITY; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, the District Manager has heretofore prepared and submitted to the Board of Supervisors (“**Board**”) of the Kelly Park Community Development District (“**District**”) prior to June 15, 2023, a proposed budget (“**Proposed Budget**”) for the fiscal year beginning October 1, 2023 and ending September 30, 2024 (“**Fiscal Year 2023/2024**”); and

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

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF SUPERVISORS OF THE KELLY PARK COMMUNITY DEVELOPMENT DISTRICT:

1. **PROPOSED BUDGET APPROVED.** The Proposed Budget prepared by the District Manager for Fiscal Year 2023/2024 attached hereto as **Exhibit A** is hereby approved as the basis for conducting a public hearing to adopt said Proposed Budget.

2. **SETTING A PUBLIC HEARING.** A public hearing on said approved Proposed Budget is hereby declared and set as follows:

DATE: _____

HOUR: _____

LOCATION: Poulos & Bennett, LLC
2602 E Livingston Street
Orlando, Florida 32803

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

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

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

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

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

PASSED AND ADOPTED THIS 23RD DAY OF MAY, 2023.

ATTEST:

**KELLY PARK COMMUNITY DEVELOPMENT
DISTRICT**

Secretary/Assistant Secretary

Chair/Vice Chair, Board of Supervisors

Exhibit A: Fiscal Year 2023/2024 Budget

Exhibit A: Fiscal Year 2023/2024 Budget

**KELLY PARK
COMMUNITY DEVELOPMENT DISTRICT
PROPOSED BUDGET
FISCAL YEAR 2024**

**KELLY PARK
COMMUNITY DEVELOPMENT DISTRICT
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| Definitions of General Fund Expenditures | 2 |

**KELLY PARK
COMMUNITY DEVELOPMENT DISTRICT
GENERAL FUND BUDGET
FISCAL YEAR 2024**

| | Adopted Budget FY 2023 | Projected through 2/28/2023 | Projected through 9/30/2023 | Total Actual & Projected | Proposed Budget FY 2024 |
|--|------------------------------|-----------------------------------|-----------------------------------|--------------------------------|-------------------------------|
| REVENUES | | | | | |
| Landowner contribution | \$ 100,290 | 13,968 | \$ 85,719 | 99,687 | \$ 100,290 |
| Total revenues | 100,290 | 13,968 | 85,719 | 99,687 | 100,290 |
| EXPENDITURES | | | | | |
| Professional & administrative | | | | | |
| Supervisors | - | - | - | - | - |
| Management/accounting/recording** | 46,000 | 10,000 | 36,000 | 46,000 | 46,000 |
| Legal | 25,000 | 992 | 24,008 | 25,000 | 25,000 |
| Engineering | 2,000 | - | 2,000 | 2,000 | 2,000 |
| Engineer's report | - | - | - | - | - |
| Audit | 5,500 | - | 5,500 | 5,500 | 5,500 |
| Arbitrage rebate calculation* | 500 | - | 500 | 500 | 500 |
| Dissemination agent* | 1,000 | - | 1,000 | 1,000 | 1,000 |
| Dissemination agent - 2nd bond series* | - | - | - | - | - |
| Trustee* | 5,500 | - | 5,500 | 5,500 | 5,500 |
| Telephone | 200 | 83 | 117 | 200 | 200 |
| Postage | 250 | - | 250 | 250 | 250 |
| Printing & binding | 500 | 208 | 292 | 500 | 500 |
| Legal advertising | 6,500 | - | 6,500 | 6,500 | 6,500 |
| Annual special district fee | 175 | - | 175 | 175 | 175 |
| Insurance | 5,500 | 5,000 | 500 | 5,500 | 5,500 |
| Contingencies/bank charges | 750 | 346 | 404 | 750 | 750 |
| Website hosting & maintenance | 705 | - | 705 | 705 | 705 |
| Website ADA compliance | 210 | - | 210 | 210 | 210 |
| Total expenditures | 100,290 | 16,629 | 83,661 | 100,290 | 100,290 |
| Excess/(deficiency) of revenues over/(under) expenditures | - | (2,661) | 2,058 | (603) | - |
| Fund balance - beginning (unaudited) | - | 603 | (2,058) | 603 | - |
| Fund balance - ending | \$ - | \$ (2,058) | \$ - | \$ - | \$ - |

* These items will be realized when bonds are issued

** WHA will charge a reduced management fee of \$2,000 per month until bonds are issued.

**KELLY PARK
COMMUNITY DEVELOPMENT DISTRICT
DEFINITIONS OF GENERAL FUND EXPENDITURES**

EXPENDITURES

Professional & administrative

Management/accounting/recording** \$ 46,000

Wrathell, Hunt and Associates, LLC (WHA), specializes in managing community development districts by combining the knowledge, skills and experience of a team of professionals to ensure compliance with all of the District's governmental requirements. WHA develops financing programs, administers the issuance of tax exempt bond financings, operates and maintains the assets of the community.

Legal 25,000

General counsel and legal representation, which includes issues relating to public finance, public bidding, rulemaking, open meetings, public records, real property dedications, conveyances and contracts.

Engineering 2,000

The District's Engineer will provide construction and consulting services, to assist the District in crafting sustainable solutions to address the long term interests of the community while recognizing the needs of government, the environment and maintenance of the District's facilities.

Audit 5,500

Statutorily required for the District to undertake an independent examination of its books, records and accounting procedures.

Arbitrage rebate calculation* 500

To ensure the District's compliance with all tax regulations, annual computations are necessary to calculate the arbitrage rebate liability.

Dissemination agent* 1,000

The District must annually disseminate financial information in order to comply with the requirements of Rule 15c2-12 under the Securities Exchange Act of 1934. Wrathell, Hunt & Associates serves as dissemination agent.

Telephone 200

Telephone and fax machine.

Postage 250

Mailing of agenda packages, overnight deliveries, correspondence, etc.

Printing & binding 500

Letterhead, envelopes, copies, agenda packages

Legal advertising 6,500

The District advertises for monthly meetings, special meetings, public hearings, public bids, etc.

Annual special district fee 175

Annual fee paid to the Florida Department of Economic Opportunity.

Insurance 5,500

The District will obtain public officials and general liability insurance.

Contingencies/bank charges 750

Bank charges and other miscellaneous expenses incurred during the year and automated AP routing etc.

Website hosting & maintenance 705

Website ADA compliance 210

Total expenditures \$100,290

KELLY PARK

COMMUNITY DEVELOPMENT DISTRICT

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Kelly Park Community Development District
c/o Craig Wrathell and Mike Galvin
Wrathell, Hunt & Associates, LLC
2300 Glades Road Suite 410W
Boca Raton, Florida 33431
wrathellc@whhassociates.com
mike@galvincompany.com

RE: District Counsel Matter

Dear Sirs or Madams,

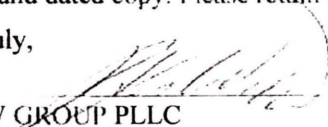
Effective February 6, 2023, Jere Earlywine will resign from KE LAW GROUP PLLC to join the law firm of KUTAK ROCK LLP.

Mr. Earlywine was providing services to you on the above-referenced matter. Therefore, this letter is to inform you that you have the option to choose to have Mr. Earlywine continue to represent you in this matter at his new law firm, or you may have KE LAW GROUP PLLC continue to represent you, in which case representation will be handled by Jennifer Kilinski and Meredith Hammock in our Tampa office. Alternatively, you can choose to retain an entirely new lawyer.

If you wish to have Jere Earlywine or a new lawyer continue to represent you, please be aware that you remain liable for fees and costs for services already provided by members of KE LAW GROUP PLLC through the date of this letter. We have attached for your convenience the most recent invoices for payment, which are exclusive of time that may have been incurred in the months of January or February. Further, given the manner in which legal fees for open financing matters are structured, no fee has been paid to date. Should you elect to have this matter go with Mr. Earlywine, the fee will be apportioned between KE LAW GROUP PLLC and/or KUTAK ROCK LLP as they may agree, failing which the apportionment will be determined by dispute resolution proceedings.

Please advise Jere Earlywine and us in writing, as quickly as possible, of the Board's decision so that continuity in your representation is assured. You may do so by indicating your choice below and returning a signed and dated copy. Please retain the additional copy of this designation letter for your records.

Yours truly,




KE LAW GROUP PLLC

Instructions

I wish my file to stay with KE LAW GROUP PLLC.

I wish my file and trust account balance to be transferred to Jere Earlywine at KUTAK ROCK LLP.

I will retain new counsel and have them contact KE LAW GROUP PLLC to coordinate transfer of my file.



For the Client

RETENTION AND FEE AGREEMENT

I. PARTIES

THIS RETENTION AND FEE AGREEMENT (“**Agreement**”) is made and entered into by and between the following parties:

A. Kelly Park Community Development District (“**Client**”)
c/o Wrathell, Hunt & Associates, LLC
2300 Glades Road, Suite 410W
Boca Raton, Florida 33431

and

B. Kutak Rock LLP (“**Kutak Rock**”)
107 West College Avenue
Tallahassee, Florida 32301

II. SCOPE OF SERVICES

In consideration of the mutual undertakings and agreements contained herein, the parties agree as follows:

- A. The Client agrees to employ and retain Kutak Rock as its attorney and legal representative for general advice, counseling and representation of Client and its Board of Supervisors.
- B. Kutak Rock accepts such employment and agrees to serve as attorney for and provide legal representation to the Client in connection with those matters referenced above. No other legal representation is contemplated by this Agreement. Any additional legal services to be provided under the terms of this Agreement shall be agreed to by Client and Kutak Rock in writing. Unless set forth in a separate agreement to which Client consents in writing, Kutak Rock does not represent individual members of the Client’s Board of Supervisors.

III. CLIENT FILES

The files and work product materials (“**Client File**”) of the Client generated or received by Kutak Rock will be maintained confidentially to the extent permitted by law and in accordance with the Florida Bar rules. At the conclusion of the representation, the Client File will be stored by Kutak Rock for a minimum of five (5) years. After the five (5) year storage period, the Client hereby acknowledges and consents that Kutak Rock may confidentially destroy or shred the Client File. Notwithstanding the prior sentence, if the Client provides Kutak Rock with a written request for the return of the Client File before the end of the five (5) year storage period, then Kutak Rock will return the Client File to Client at Client’s expense.

IV. FEES

- A. The Client agrees to compensate Kutak Rock for services rendered in connection with any matters covered by this Agreement on an hourly rate basis plus actual expenses incurred by Kutak Rock in accordance with the attached Expense Reimbursement Policy (Attachment A, incorporated herein by reference). Time will be billed in increments of one-tenth (1/10) of an hour. Certain work related to issuance of bonds and bond anticipation notes may be performed under a flat fee to be separately established prior to or at the time of bond or note issuance.
- B. Attorneys and staff, if applicable, who perform work for Client will be billed at their regular hourly rates, as may be adjusted from time to time. The hourly rates of those initially expected to handle the bulk of Client’s work are as follows:

| | |
|-------------------|-------|
| Jere Earlywine | \$305 |
| Associates | \$265 |
| Contract Attorney | \$235 |
| Paralegals | \$190 |

Kutak Rock’s regular hourly billing rates are reevaluated annually and are subject to change not more than once in a calendar year. Client agrees to Kutak Rock’s annual rate increases to the extent hourly rates are not increased beyond \$15/hour.

- C. To the extent practicable and consistent with the requirements of sound legal representation, Kutak Rock will attempt to reduce Client’s bills by assigning each task to the person best able to perform it at the lowest rate, so long as he or she has the requisite knowledge and experience.
- D. Upon consent of Client, Kutak Rock may subcontract for legal services in the event that Client requires legal services for which Kutak Rock does not have adequate capabilities.
- E. Kutak Rock will include costs and expenses (including interest charges on past due statements) on its billing statements for Client reimbursement in accordance with the attached Expense Reimbursement Policy.

V. BILLING AND PAYMENT

The Client agrees to pay Kutak Rock’s monthly billings for fees and expenses incurred within thirty (30) days following receipt of an invoice, or the time permitted by Florida law, whichever is greater. Kutak Rock shall not be obligated to perform further legal services under this Agreement if any such billing statement remains unpaid longer than thirty (30) days after submittal to and receipt by Client. Non-payment of billing statements shall be a basis for Kutak Rock to immediately withdraw from the representation without regard to remaining actions necessitating attention by Kutak Rock as part of the representation.

VI. DEFAULT; VENUE

In any legal proceeding to collect outstanding balances due under this Agreement, the prevailing party shall be entitled to recover reasonable attorneys' fees in addition to costs and outstanding balances due under this Agreement. Venue of any such action shall be exclusive in the state courts of the Second Judicial Circuit in and for Leon County, Florida.

VII. CONFLICTS

It is important to disclose that Kutak Rock represents a number of special districts, trustees ("Trustees"), bondholders, developers, builders, and other entities throughout Florida and the United States of America relating to community development districts, special districts, local governments and land development. Kutak Rock or its attorneys may also have represented the entity which petitioned for the formation of the Client. Kutak Rock understands that Client may enter into an agreement with a Trustee in connection with the issuance of bonds, and that Client may request that Kutak Rock simultaneously represent Client in connection with the issuance of bonds, while Kutak Rock is also representing such Trustee on unrelated matters. By accepting this Agreement Client agrees that (1) Client was provided with an explanation of the implications of the common representation(s) and the advantages and risks involved; (2) Kutak Rock will be able to provide competent and diligent representation of Client, regardless of Kutak Rock's other representations, and (3) there is not a substantial risk that Kutak Rock's representation of Client would be materially limited by Kutak Rock's responsibilities to another client, a former client or a third person or by a personal interest. Acceptance of this Agreement will constitute Client's waiver of any "conflict" with Kutak Rock's representation of various special districts, Trustees, bondholders, developers, builders, and other entities relating to community development districts, special districts, local governments and land development.

VIII. ACKNOWLEDGMENT

Client acknowledges that the Kutak Rock cannot make any promises to Client as to the outcome of any legal dispute or guarantee that Client will prevail in any legal dispute.

IX. TERMINATION

Either party may terminate this Agreement upon providing prior written notice to the other party at its regular place of business. All fees due and payable in accordance with this Agreement shall accrue and become payable pursuant to the terms of this Agreement through the date of termination.

X. EXECUTION OF AGREEMENT

This Agreement shall be deemed fully executed upon its signing by Kutak Rock and the Client. The contract formed between Kutak Rock and the Client shall be the operational contract between the parties.

XI. ENTIRE CONTRACT

This Agreement constitutes the entire agreement between the parties.

Accepted and Agreed to:

**KELLY PARK COMMUNITY
DEVELOPMENT DISTRICT**

KUTAK ROCK LLP

By: _____

Its: _____

Date: _____



By: _____

Jere L. Earlywine

Date: March 6, 2023

ATTACHMENT A

KUTAK ROCK LLP CDD EXPENSE REIMBURSEMENT POLICY

The following is Kutak Rock's expense reimbursement policy for community development district representation. This policy applies unless a different arrangement has been negotiated based on the unique circumstances of a particular client or matter.

All expenses are billed monthly. Billings ordinarily reflect expenses for the most recent month, except where there are delays in receiving bills from third party vendors.

Photocopying and Printing. In-house photocopying and printing are charged at \$0.25 per page (black & white) and \$0.50 per page (color). Outside copying is billed as a pass-through of the outside vendor's charges.

Postage. Postage is billed at actual cost.

Overnight Delivery. Overnight delivery is billed at actual cost.

Local Messenger Service. Local messenger service is billed pursuant to the State of Florida approved reimbursement rate (i.e., pursuant to Chapter 112, Florida Statutes). Should the State of Florida increase the mileage allowance, Kutak Rock shall, without further action, be entitled to reimbursement at the increased rate.

Computerized Legal Research. Charges for computerized legal research are billed at an amount approximating actual cost.

Travel. Travel (including air fare, rental cars, taxicabs, hotel, meals, tips, etc.) is billed at actual cost. Where air travel is required, coach class is used wherever feasible. Out-of-town mileage is billed pursuant to the State of Florida approved reimbursement rate (i.e., pursuant to Chapter 112, Florida Statutes). Should the State of Florida increase the mileage allowance, Kutak Rock shall, without further action, be entitled to reimbursement at the increased rate. Reasonable travel-related expenses for meals, lodging, gratuities, taxi fares, tolls, and parking fees shall also be reimbursed.

Consultants. Unless prior arrangements are made, consultants are ordinarily employed directly by the client. Where consulting or testifying experts are employed by the firm, their charges are passed through with no mark-up. The client is responsible for notifying the firm of any particular billing arrangements or procedures which the client requires of the consulting or testifying experts.

Other Expenses. Other outside expenses, such as court reporters, agency copies, conference calls, etc. are billed at actual cost.

KELLY PARK

COMMUNITY DEVELOPMENT DISTRICT

9A

Published Daily
ORANGE County, Florida

Sold To:

Kelly Park Community Development District - CU80144964
2300 Glades Rd, Ste 410W
Boca Raton, FL 33431-8556

Bill To:

Kelly Park Community Development District - CU80144964
2300 Glades Rd, Ste 410W
Boca Raton, FL 33431-8556

State Of Florida
County Of Orange

Before the undersigned authority personally appeared
Rose Williams, who on oath says that he or she is a duly authorized
representative of the ORLANDO SENTINEL, a DAILY newspaper
published in ORANGE County, Florida; that the attached copy of
advertisement, being a Legal Notice in:

The matter of 11200-Misc. Legal
Was published in said newspaper by print in the issues of, or by publication
on the newspaper's website, if authorized on Sep 23, 2022.

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



Rose Williams

Signature of Affiant

Name of Affiant

Sworn to and subscribed before me on this 24 day of September, 2022,
by above Affiant, who is personally known to me (X) or who has produced identification ().



Signature of Notary Public



Name of Notary, Typed, Printed, or Stamped

**REQUEST FOR QUALIFICATIONS FOR
ENGINEERING SERVICES FOR THE KELLY
PARK COMMUNITY DEVELOPMENT DISTRICT**
RFQ for Engineering Services

The Kelly Park Community Development District ("District"), located in the City of Apopka, Orange County, Florida, announces that professional engineering services will be required on a continuing basis for the District's stormwater systems, and other public improvements authorized by Chapter 190, Florida Statutes. The engineering firm selected will act in the general capacity of District Engineer and will provide District engineering services, as required.

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

The District will review all Applicants and will comply with Florida law, including the Consultant's Competitive Negotiations Act, Chapter 287, Florida Statutes ("CCNA"). All Applicants interested must submit electronic copies of Standard Form No. 330 and the Qualification Statement by 12:00 p.m., on October 10, 2022 by email to gillyardd@whhassociates.com ("District Manager's Office").

The Board shall select and rank the Applicants using the requirements set forth in the CCNA and the evaluation criteria on file with the District Manager, and the highest ranked Applicant will be requested to enter into contract negotiations. If an agreement cannot be reached between the District and the highest ranked Applicant, negotiations will cease and begin with the next highest ranked Applicant, and if these negotiations are unsuccessful, will continue to the third highest ranked Applicant.

The District reserves the right to reject any and all Qualification Statements. Additionally, there is no express or implied obligation for the District to reimburse Applicants.

for any expenses associated with the preparation and submittal of the Qualification Statements in response to this request. Any protest regarding the terms of this Notice, or the evaluation criteria on file with the District Manager, must be filed in writing, within seventy-two (72) hours (excluding weekends) after the publication of this Notice. The formal protest setting forth with particularity the facts and law upon which the protest is based shall be filed within seven (7) calendar days after the initial notice of protest was filed. Failure to timely file a notice of protest or failure to timely file a formal written protest shall constitute a waiver of any right to object or protest with respect to aforesaid Notice or evaluation criteria provisions. Any person who files a notice of protest shall provide to the District, simultaneous with the filing of the notice, a protest bond with a responsible surety to be approved by the District and in the amount of Twenty Thousand Dollars (\$20,000.00).
9/23/2022 7293582

7293582

KELLY PARK

COMMUNITY DEVELOPMENT DISTRICT

9B

**REQUEST FOR QUALIFICATIONS FOR ENGINEERING SERVICES
FOR THE KELLY PARK COMMUNITY DEVELOPMENT DISTRICT**

RFQ for Engineering Services

The Kelly Park Community Development District (“**District**”), located in the City of Apopka, Orange County, Florida, announces that professional engineering services will be required on a continuing basis for the District’s stormwater systems, and other public improvements authorized by Chapter 190, *Florida Statutes*. The engineering firm selected will act in the general capacity of District Engineer and will provide District engineering services, as required.

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

The District will review all Applicants and will comply with Florida law, including the Consultant’s Competitive Negotiations Act, Chapter 287, *Florida Statutes* (“**CCNA**”). All Applicants interested must submit electronic copies of Standard Form No. 330 and the Qualification Statement by 12:00 p.m., on October 10, 2022 by email to gillyardd@whhassociates.com (“**District Manager’s Office**”).

The Board shall select and rank the Applicants using the requirements set forth in the CCNA and the evaluation criteria on file with the District Manager, and the highest ranked Applicant will be requested to enter into contract negotiations. If an agreement cannot be reached between the District and the highest ranked Applicant, negotiations will cease and begin with the next highest ranked Applicant, and if these negotiations are unsuccessful, will continue to the third highest ranked Applicant.

The District reserves the right to reject any and all Qualification Statements. Additionally, there is no express or implied obligation for the District to reimburse

Applicants for any expenses associated with the preparation and submittal of the Qualification Statements in response to this request.

Any protest regarding the terms of this Notice, or the evaluation criteria on file with the District Manager, must be filed in writing, within seventy-two (72) hours (excluding weekends) after the publication of this Notice. The formal protest setting forth with particularity the facts and law upon which the protest is based shall be filed within seven (7) calendar days after the initial notice of protest was filed. Failure to timely file a notice of protest or failure to timely file a formal written protest shall constitute a waiver of any right to object or protest with respect to aforesaid Notice or evaluation criteria provisions. Any person who files a notice of protest shall provide to the District, simultaneous with the filing of the notice, a protest bond with a responsible surety to be approved by the District and in the amount of Twenty Thousand Dollars (\$20,000.00).

KELLY PARK COMMUNITY DEVELOPMENT DISTRICT

DISTRICT ENGINEER PROPOSALS

COMPETITIVE SELECTION CRITERIA

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

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

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

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

3) Geographic Location (Weight: 20 Points)

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

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

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

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

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

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

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

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

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

KELLY PARK

COMMUNITY DEVELOPMENT DISTRICT

9C

Kelly Park
Community Development District

Request for Qualifications for
Engineering Services

Prepared For
District Manager's Office
City of Apopka
Orange County, Florida

Date
October 10, 2022



October 10, 2022

District Manager Office
Kelly Park Community Development District
City of Apopka, Orange County, Florida

RE: Request for Qualifications for Engineering Services
Kelly Park Community Development District

Thank you for the opportunity to present our qualifications to provide engineering services for the Kelly Park Community Development District (Kelly Park CDD). Poulos & Bennett will bring incomparable attention to detail regarding the CDD's water distribution system, sanitary sewer facilities, reuse water system, stormwater system, electrical service systems, conservation mitigation, onsite public roadway improvements, and other public improvements with a highly dedicated team of experienced professionals who will meet all your civil engineering, and related needs. In addition, we pride ourselves on the quality and extent of our client customer service and are committed to continuing that reputation in support of the Kelly Park CDD.

To best serve the Kelly Park CDD for engineering services, Poulos & Bennett has teamed up with Bio-Tech Consulting, Inc. (environmental consultant), PEC Surveying (land surveyor), Universal Engineering Sciences (Geotech), Traffic Mobility Consultants (traffic/transportation) and Bonnett Design Group (landscape architect). Poulos & Bennett has successfully worked with each of these firms, and we are confident they will provide a highly experienced and efficient team for the services required by the Kelly Park CDD. Poulos & Bennett and the assembled team members are all headquartered in the Central Florida area and can provide quick and efficient service to the Kelly Park CDD.

The Poulos & Bennett team is the best fit for carrying out this project expeditiously and efficiently based on our significant experience with Community Development Districts. Our Orlando office location, our thorough understanding of South Florida Water Management District (SFWMD) criteria and permitting, as well as our long-standing relationships with SFWMD and Orange County staff to provide a uniquely positioned team of professionals to facilitate the requirements of the Kelly Park CDD. Our team has extensive experience and strong relationships with Orange County staff, and we are proud of our reputation as being consummate professionals in our interactions, skilled civil engineers, and planners in our practice, and committed advocates for our clients.

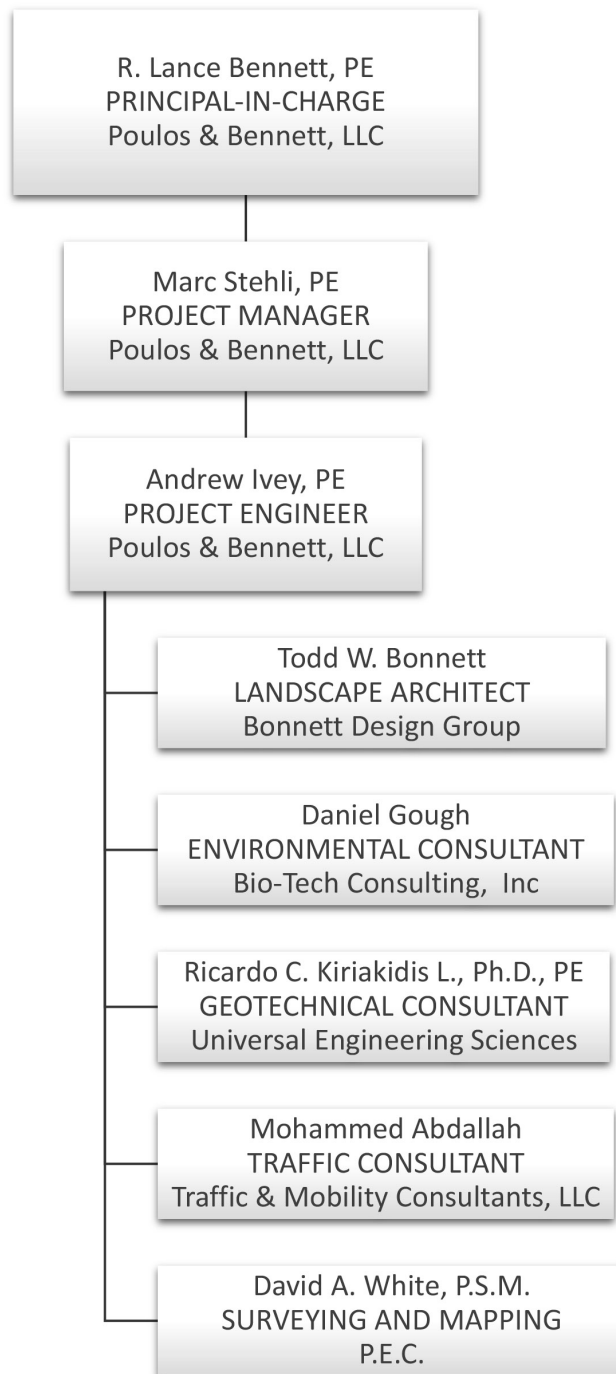
We appreciate the opportunity to provide our qualifications to the Kelly Park CDD for engineering services and are excited about the possibility of providing high-quality and cost-effective engineering services to meet your needs. Our engineering experience, coupled with the talent and experience of the overall team, will meet and exceed the needs of the Kelly Park CDD. Please do not hesitate to contact us should you need any additional information.

Sincerely,



Lance Bennett
Principal-In-Charge

Proposed Organization Chart



ARCHITECT - ENGINEER QUALIFICATIONS

PART I - CONTRACT-SPECIFIC QUALIFICATIONS

A. CONTRACT INFORMATION

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

2. PUBLIC NOTICE DATE

3. SOLICITATION OR PROJECT NUMBER

B. ARCHITECT-ENGINEER POINT OF CONTACT

4. NAME AND TITLE

5. NAME OF FIRM

6. TELEPHONE NUMBER

7. FAX NUMBER

8. E-MAIL ADDRESS

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 type="checkbox"/> CHECK IF BRANCH OFFICE | | |
| b. | | | | <input type="checkbox"/> CHECK IF BRANCH OFFICE | | |
| c. | | | | <input type="checkbox"/> CHECK IF BRANCH OFFICE | | |
| d. | | | | <input type="checkbox"/> CHECK IF BRANCH OFFICE | | |
| e. | | | | <input type="checkbox"/> CHECK IF BRANCH OFFICE | | |
| f. | | | | <input type="checkbox"/> CHECK IF BRANCH OFFICE | | |

D. ORGANIZATIONAL CHART OF PROPOSED TEAM

(Attached)

E. RESUMES OF KEY PERSONNEL PROPOSED FOR THIS CONTRACT

(Complete one Section E for each key person.)

| | | | |
|--|---------------------------|---|----------------------|
| 12. NAME | 13. ROLE IN THIS CONTRACT | 14. YEARS EXPERIENCE | |
| | | a. TOTAL | b. WITH CURRENT FIRM |
| 15. FIRM NAME AND LOCATION <i>(City and State)</i> | | | |
| 16. EDUCATION <i>(Degree and Specialization)</i> | | 17. CURRENT PROFESSIONAL REGISTRATION <i>(State and Discipline)</i> | |
| 18. OTHER PROFESSIONAL QUALIFICATIONS <i>(Publications, Organizations, Training, Awards, etc.)</i> | | | |

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 <i>(Brief scope, size, cost, etc.)</i> AND SPECIFIC ROLE | <input type="checkbox"/> 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 <i>(Brief scope, size, cost, etc.)</i> AND SPECIFIC ROLE | <input type="checkbox"/> 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 <i>(Brief scope, size, cost, etc.)</i> AND SPECIFIC ROLE | <input type="checkbox"/> 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 <i>(Brief scope, size, cost, etc.)</i> AND SPECIFIC ROLE | <input type="checkbox"/> 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 <i>(Brief scope, size, cost, etc.)</i> AND SPECIFIC ROLE | <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 Marc Stehli, PE, LEED AP | 13. ROLE IN THIS CONTRACT <i>Project Manager</i> | 14. YEARS EXPERIENCE | |
| | | a. TOTAL 25 | b. WITH CURRENT FIRM 3 |

| |
|--|
| 15. FIRM NAME AND LOCATION <i>(City and State)</i> Poulos & Bennett, LLC - Orlando, FL |
|--|

| | |
|--|---|
| 16. EDUCATION <i>(Degree and Specialization)</i> <i>BS Civil Engineering, University of Central Florida</i> | 17. CURRENT PROFESSIONAL REGISTRATION <i>(State and Discipline)</i> <i>Florida Registered Professional Engineer No.52781</i> |
|--|---|

| |
|--|
| 18. OTHER PROFESSIONAL QUALIFICATIONS <i>(Publications, Organizations, Training, Awards, etc.)</i> LEED Accredited Professional; Member of the American Society of Civil Engineers (ASCE) |
|--|

19. RELEVANT PROJECTS

| | | |
|--|---|--|
| (1) TITLE AND LOCATION <i>(City and State)</i> Harmony West Community Development District <i>Osceola County, Florida</i> | (2) YEAR COMPLETED | |
| | PROFESSIONAL SERVICES 2018 - Current | CONSTRUCTION <i>(If applicable)</i> N/A |

a. (3) BRIEF DESCRIPTION *(Brief scope, size, cost, etc.)* AND SPECIFIC ROLE Check if project performed with current firm
 Marc served as District Engineer for this 287-acre tract that consists of 631 single family homes and three supporting recreational amenity centers. Professional engineering services are provided on a continuing basis for planning, preparing reports and plans, providing contract administration services and construction oversight, and providing designs and specifications for roadways, buffer walls, water facilities, sewer facilities, reclaimed water facilities, and stormwater management facilities. Estimated construction cost of \$31,750,000.

| | | |
|--|------------------------------------|--|
| (1) TITLE AND LOCATION <i>(City and State)</i> Windermere Isles <i>Orange County, Florida</i> | (2) YEAR COMPLETED | |
| | PROFESSIONAL SERVICES 2015-2017 | CONSTRUCTION <i>(If applicable)</i> N/A |

b. (3) BRIEF DESCRIPTION *(Brief scope, size, cost, etc.)* AND SPECIFIC ROLE Check if project performed with current firm
 M. Stehli acted as Project Manager providing civil engineering design, permitting, and construction administration services for the development of a 117 unit single family residential development. Project include on-site stormwater management's facilities, hydraulic modeling of extensive off-site wetlands, and design of a triple 6'x3' box culvert wetland crossing.

| | | |
|--|-------------------------------|--|
| (1) TITLE AND LOCATION <i>(City and State)</i> Legado Subdivision <i>Orange County, Florida</i> | (2) YEAR COMPLETED | |
| | PROFESSIONAL SERVICES 2014 | CONSTRUCTION <i>(If applicable)</i> N/A |

c. (3) BRIEF DESCRIPTION *(Brief scope, size, cost, etc.)* AND SPECIFIC ROLE Check if project performed with current firm
 M. Stehli acted as Project Manager providing civil engineering design, permitting, and construction administration services for the development of a 160 unit single family residential development. Project include approximately 5-acres of on-site wetland impacts and the hydraulic modeling of an extensive off-site watershed and design of an approximate 300-foot long elevated wetland crossing with retaining walls and box culverts.

| | | |
|--|------------------------------------|--|
| (1) TITLE AND LOCATION <i>(City and State)</i> Orangewood N-2 PD, Parcel 11 <i>Orange County, Florida</i> | (2) YEAR COMPLETED | |
| | PROFESSIONAL SERVICES 2013-2015 | CONSTRUCTION <i>(If applicable)</i> N/A |

d. (3) BRIEF DESCRIPTION *(Brief scope, size, cost, etc.)* AND SPECIFIC ROLE Check if project performed with current firm
 M. Stehli acted as Project Manager for the redevelopment of the Grande Pines Golf Course. Mr. Stehli oversaw the preparation and processing of a Preliminary Subdivision Plan for a 423 single family residential subdivision. Project include the design and modeling of the master stormwater management system which included eighteen interconnected stormwater management ponds servicing the approximate 200-acre development.

| | | |
|---|--|--|
| (1) TITLE AND LOCATION <i>(City and State)</i> Hickory Nut Estates <i>Orange County, Florida</i> | (2) YEAR COMPLETED | |
| | PROFESSIONAL SERVICES 2014 to Present | CONSTRUCTION <i>(If applicable)</i> N/A |

e. (3) BRIEF DESCRIPTION *(Brief scope, size, cost, etc.)* AND SPECIFIC ROLE Check if project performed with current firm
 M. Stehli acted as Project Manager for this 40 unit single family subdivision. Project included the preparation and processing of a Planned Development Land Use Plan, Preliminary Subdivision Plan and Final Engineering Plans. Design included modeling of on-site and off-site wetlands, wetland impacts, on-site master infrastructure, approximately 2800 linear feet of off-site water main, reclaim main and force main extensions, and the design and realignment of approximately 0.5 miles of Old YMCA Road.

E. RESUMES OF KEY PERSONNEL PROPOSED FOR THIS CONTRACT

(Complete one Section E for each key person.)

| | | | |
|-----------------------------------|--|----------------------|---------------------------|
| 12. NAME Andre Ive , PE | 13. ROLE IN THIS CONTRACT <i>Project Engineer</i> | 14. YEARS EXPERIENCE | |
| | | a. TOTAL 8 | b. WITH CURRENT FIRM 8 |

| |
|--|
| 15. FIRM NAME AND LOCATION <i>(City and State)</i> Poulos & Bennett, LLC - Orlando, FL |
|--|

| | |
|---|--|
| 16. EDUCATION <i>(Degree and Specialization)</i> <i>BS Environmental Engineering - University of Central Florida</i> | 17. CURRENT PROFESSIONAL REGISTRATION <i>(State and Discipline)</i> <i>Florida Registered Professional Engineer (No. 0086607)</i> |
|---|--|

| |
|--|
| 18. OTHER PROFESSIONAL QUALIFICATIONS <i>(Publications, Organizations, Training, Awards, etc.)</i> Governor DeSantis Environmental Transition Committee; Former Chairman of the Board, St. Johns River Water Management District (five terms); Former Board Member, Orange County EPC; Former Steering Committee Member, Central Florida Water Initiative; Board of Directors, Back to Nature |
|--|

19. RELEVANT PROJECTS

| | | |
|--|---|--|
| (1) TITLE AND LOCATION <i>(City and State)</i> Harmony West Community Development District Senior Engineer <i>Osceola County, Florida</i> | (2) YEAR COMPLETED | |
| | PROFESSIONAL SERVICES 2018 - Current | CONSTRUCTION <i>(If applicable)</i> N/A |

a. (3) BRIEF DESCRIPTION *(Brief scope, size, cost, etc.)* AND SPECIFIC ROLE Check if project performed with current firm
Andrew serves as a Senior Engineer for this 287-acre tract that consists of 631 single family homes and three supporting recreational amenity centers. Professional engineering services are provided on a continuing basis for planning, preparing reports and plans, providing contract administration services and construction oversight, and providing designs and specifications for roadways, buffer walls, water facilities, sewer facilities, reclaimed water facilities, and stormwater management facilities.

| | | |
|---|---|-------------------------------------|
| (1) TITLE AND LOCATION <i>(City and State)</i> Hills of Minneola Community Development District Senior Engineer <i>Minneola, Florida</i> | (2) YEAR COMPLETED | |
| | PROFESSIONAL SERVICES 2018 - Current | CONSTRUCTION <i>(If applicable)</i> |

b. (3) BRIEF DESCRIPTION *(Brief scope, size, cost, etc.)* AND SPECIFIC ROLE Check if project performed with current firm
Andrew serves as the Senior Engineer for this 1,754 unit single family home development. Professional engineering services are provided for planning, preparing reports and plans, providing contract admin services and construction oversight, and providing designs and specifications for roadways, buffer walls, water facilities, sewer facilities, reclaimed water facilities, and stormwater management facilities.

| | | |
|---|---|--|
| (1) TITLE AND LOCATION <i>(City and State)</i> Hills of Minneola Community Development District Engineer of Record <i>Orlando, Florida</i> | (2) YEAR COMPLETED | |
| | PROFESSIONAL SERVICES 2018 - Current | CONSTRUCTION <i>(If applicable)</i> N/A |

c. (3) BRIEF DESCRIPTION *(Brief scope, size, cost, etc.)* AND SPECIFIC ROLE Check if project performed with current firm
The project involved multiple residential phases, multiple utilities, exteriors, mass grading phases, and two roadway extensions. Andrew served as the Engineer of Record.

Andrew served as the Project Engineer.

| | | |
|--|---|--|
| (1) TITLE AND LOCATION <i>(City and State)</i> Radio Road - Project Engineer <i>Leesburg, Florida</i> | (2) YEAR COMPLETED | |
| | PROFESSIONAL SERVICES 2018 - Current | CONSTRUCTION <i>(If applicable)</i> N/A |

d. (3) BRIEF DESCRIPTION *(Brief scope, size, cost, etc.)* AND SPECIFIC ROLE Check if project performed with current firm
The project involved designing and permitting a 2-phase, 224-unit single-family residential development. Andrew served as the Engineer of Record.

| | | |
|---|--------------------------------------|-------------------------------------|
| (1) TITLE AND LOCATION <i>(City and State)</i> Ridgewood Lakes Townhomes <i>Polk County, Florida</i> | (2) YEAR COMPLETED | |
| | PROFESSIONAL SERVICES 2018 - 2019 | CONSTRUCTION <i>(If applicable)</i> |

e. (3) BRIEF DESCRIPTION *(Brief scope, size, cost, etc.)* AND SPECIFIC ROLE Check if project performed with current firm
This project involved designing and permitting of a 113 unit townhome development. Andrew served as the Engineer of Record.

E. RESUMES OF KEY PERSONNEL PROPOSED FOR THIS CONTRACT

(Complete one Section E for each key person.)

| | | | |
|---|---|-----------------------|-----------------------------------|
| 12. NAME Todd W. Bonnett, RLA, LEED AP, CNU-a | 13. ROLE IN THIS CONTRACT Landscape Architect | 14. YEARS EXPERIENCE | |
| | | a. TOTAL 30 | b. WITH CURRENT FIRM 15 |

15. FIRM NAME AND LOCATION *(City and State)*
Bonnett Design Group, llc - Maitland, Florida

| | |
|--|---|
| 16. EDUCATION <i>(DEGREE AND SPECIALIZATION)</i> University of Florida, Bachelor of Landscape Architecture with Honors | 17. CURRENT PROFESSIONAL REGISTRATION <i>(STATE AND DISCIPLINE)</i> Registered Landscape Florida, FL #LA0001718 |
|--|---|

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

LEED AP with experience with multiple public school projects including sustainable design techniques and LEED documentation.

Accredited member of the Congress for the New Urbanism focused on the creation of public realm spaces within urban environments.

19. RELEVANT PROJECTS

| | (1) TITLE AND LOCATION <i>(City and State)</i> | (2) YEAR COMPLETED | |
|---|---|--|-------------------------------------|
| | | PROFESSIONAL SERVICES | CONSTRUCTION <i>(if Applicable)</i> |
| a | Site 113 High School, Orlando, Florida Orange County Public Schools | 2018 | 2019-2021 |
| | (3) BRIEF DESCRIPTION <i>(Brief scope, size, cost, etc.)</i> AND SPECIFIC ROLE Landscape and irrigation design for the new greenfield high school. | <input checked="" type="checkbox"/> Check if project performed with current firm | |
| b | Site 80High School, Orlando, Florida Orange County Public Schools | 2018 | 2019-2021 |
| | (3) BRIEF DESCRIPTION <i>(Brief scope, size, cost, etc.)</i> AND SPECIFIC ROLE Resort Landscape Architecture for new residential resort community with multiple parks, open space areas, and amenities. | <input checked="" type="checkbox"/> Check if project performed with current firm | |
| c | High School HHH, St. Johns County Schools | 2019 | 2019-2021 |
| | (3) BRIEF DESCRIPTION <i>(Brief scope, size, cost, etc.)</i> AND SPECIFIC ROLE Landscape and Irrigation Design for the LEED certified elementary school in Central Florida. (\$13,000,000) | <input checked="" type="checkbox"/> Check if project performed with current firm | |
| d | Parramore Downtown K8 School, Orlando, Florida Orange County Public Schools | 2015 | 2017 |
| | (3) BRIEF DESCRIPTION <i>(Brief scope, size, cost, etc.)</i> AND SPECIFIC ROLE Landscape and irrigation design for the new urban campus K-8 campus in Downtown Orlando. | <input checked="" type="checkbox"/> Check if project performed with current firm | |
| e | Audubon Park K8 School, Orlando, Florida Orange County Public Schools | 2016 | 2018 |
| | (3) BRIEF DESCRIPTION <i>(Brief scope, size, cost, etc.)</i> AND SPECIFIC ROLE Landscape and irrigation design for the new urban campus K-8 campus | <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 Daniel Gough | 13. ROLE IN THIS CONTRACT Environmental Consultant | 14. YEARS EXPERIENCE | |
| | | a. TOTAL 20 | b. WITH CURRENT FIRM 18 |

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

Bio-Tech Consulting, Inc. - Orlando, FL

16. EDUCATION *DEGREE AND SPECIALIZATION*

Bachelor of Environmental Science, Biological Sciences (Minor in Planning) - 2001

17. CURRENT PROFESSIONAL REGISTRATION *(STATE AND DISCIPLINE)*

Pesticide/Herbicide Certification #CM18674
Inspector's Course and Certification – Inspector #6220
Clean Lakes Initiative Certified Training – #051105-062

18. OTHER PROFESSIONAL QUALIFICATIONS *Publications, Organizations, Training, Awards, etc.)*
Responsible for providing environmental assistance to engineers, developers and property owners for various land development projects. Areas of specialization include Wetland Delineations, Dredge/Fill and Environmental Resource Permitting, Water Quality Monitoring and Mitigation services.

19. RELEVANT PROJECTS

| | 1) TITLE AND LOCATION <i>City and State</i> | 2) YEAR COMPLETED | |
|----|---|-----------------------|-------------------------------------|
| | | PROFESSIONAL SERVICES | CONSTRUCTION <i>(If applicable)</i> |
| a. | The Sanctuary - Seminole County, FL | Ongoing | N/A |
| | (3) BRIEF DESCRIPTION <i>(Brief scope, size, cost, etc.)</i> AND SPECIFIC ROLE <input checked="" type="checkbox"/> Check if project performed with current firm Provided environmental assistance to engineers and KB Homes, including environmental site assessments, habitat characterization, reports, and documentation. | | |
| b. | Sereona – Orange County, FL | Ongoing | N/A |
| | (3) BRIEF DESCRIPTION <i>(Brief scope, size, cost, etc.)</i> AND SPECIFIC ROLE <input checked="" type="checkbox"/> Check if project performed with current firm Provided environmental assistance to engineers and DR Horton including habitat and water quality reporting and documentation, endangered species assessment, and wetland mitigation. | | |
| c. | Storey Grove– Orange County, FL | 2012-2022 | N/A |
| | (3) BRIEF DESCRIPTION <i>(Brief scope, size, cost, etc.)</i> AND SPECIFIC ROLE <input checked="" type="checkbox"/> Check if project performed with current firm Provided environmental assistance to engineers and Lennar Homes, including conservation area determination, and conservation area impact. | | |
| d. | 1) TITLE AND LOCATION <i>City and State</i> FL | PROFESSIONAL SERVICES | CONSTRUCTION <i>(If applicable)</i> |
| | | | N/A |
| | (3) BRIEF DESCRIPTION <i>(Brief scope, size, cost, etc.)</i> AND SPECIFIC ROLE <input type="checkbox"/> Check if project performed with current firm | | |
| e. | 1) TITLE AND LOCATION <i>City and State</i> | PROFESSIONAL SERVICES | CONSTRUCTION <i>(If applicable)</i> |
| | | Ongoing | N/A |
| | (3) BRIEF DESCRIPTION <i>(Brief scope, size, cost, etc.)</i> AND SPECIFIC ROLE <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 Ricardo C. Kiriakidis L. Ph.D.,P.E. | | 13. ROLE IN THIS CONTRACT Sr. Geotechnical Engineer/ Department Manager | | 14. YEARS EXPERIENCE | |
| | | | | a. TOTAL 23 | b. WITH CURRENT FIRM 11 |
| 15. FIRM NAME AND LOCATION (City and State) Universal Engineering Sciences, LLC – Orlando, Florida | | | | | |
| 16. EDUCATION (Degree and Specialization) BS, Civil Engineering; MS, Civil Engineering PhD, Civil Engineering | | | 17. CURRENT PROFESSIONAL REGISTRATION (State and Discipline) Florida – Professional Engineer (PE) | | |
| 18. OTHER PROFESSIONAL QUALIFICATIONS (Publications, Organizations, Training, Awards, etc.) Ricardo Kiriakidis has 23 years of experience encompassing all areas of Geotechnical Engineering, during which time he has had technical responsibility for more than 600 design projects, over 2,500 forensic exploration projects and 500 subsurface remediation projects throughout Florida. Note: a large percentage of these geotechnical projects have been performed on PUDs and CDDs and have involved scopes including: dewatering plans and specifications, stormwater ponds, underdrain review, groundwater assessment, foundation designs, peer review, and supplemental explorations. | | | | | |

19. RELEVANT PROJECTS

| | | | |
|--|---|--|-------------------------------------|
| (1) TITLE AND LOCATION (City and State) <i>Harmony Central North Neighborhood (Osceola County, Florida)</i> | | (2) YEAR COMPLETED | |
| | | PROFESSIONAL SERVICES 2019 & 2020 | CONSTRUCTION (If applicable) N/A |
| a. | (3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE The project was part of a large community in various phases of development. As the responsible engineer/manager, Ricardo was responsible for providing oversight and quality review of all work products, scheduling and budgeting. Scopes included supplemental geotechnical exploration to provide additional roadway borings, muck probe data and pond borings to evaluate the fill suitability of the soils present within the referenced site; and a supplemental groundwater evaluation within the northern portion of the referenced site. UES also performed additional groundwater assessment in 2020 per the client's request. | <input checked="" type="checkbox"/> Check if project performed with current firm | |
| (1) TITLE AND LOCATION (City and State) <i>Silverleaf Phases 1, 2 3A & 3B (AKA Horizons West) (Winter Garden, Orange County, Florida)</i> | | (2) YEAR COMPLETED | |
| | | PROFESSIONAL SERVICES 2020 & 2022 | CONSTRUCTION (If applicable) N/A |
| b. | (3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE The project consisted of the construction of a large community with various phases of development. As the responsible engineer/manager, Ricardo was responsible for providing oversight and quality review of all work products, scheduling and budgeting. Scopes included design level geotechnical exploration (2020), limited geotechnical exploration (2020), and geotechnical exploration (2022); and a geotechnical exploration on Silverleaf North Parcel B (2022). UES also provided geotechnical peer review services on Phase 2A in 2022. | <input checked="" type="checkbox"/> Check if project performed with current firm | |
| (1) TITLE AND LOCATION (City and State) <i>Waterleigh PD (Phases 1 thru 5) and Waterleigh Village Center (Winter Garden, Orange County, Florida)</i> | | (2) YEAR COMPLETED | |
| | | PROFESSIONAL SERVICES 2016-2022 | CONSTRUCTION (If applicable) N/A |
| c. | (3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE The project consisted of the construction of a subdivision with various phases of development. Included are single-family homes, townhomes, multi-story apartment dwellings, commercial and recreational spaces, as well as a school. As the responsible engineer/manager, Ricardo was responsible for providing oversight and quality review of all work products, scheduling and budgeting. Scopes UES has provided over the past several years have included design level geotechnical explorations, limited/supplemental geotechnical explorations, dewatering plans, muck probing, school site karst feature delineations, permit assistance, and environmental site assessment (ESA), wetland & limited soil assessments, weir walls and roadways. | <input checked="" type="checkbox"/> Check if project performed with current firm | |
| (1) TITLE AND LOCATION (City and State) <i>Kindred Phases 1, 2, 3 & 5 and Amenity Center (Osceola County, Florida)</i> | | (2) YEAR COMPLETED | |
| | | PROFESSIONAL SERVICES 2021-2022 | CONSTRUCTION (If applicable) N/A |
| d. | (3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE The project involved construction of a residential subdivision in Osceola County, Florida. As the responsible engineer/manager, Ricardo was responsible for providing oversight and quality review of all work products, scheduling and budgeting. Scopes included various design level geotechnical explorations, a geotechnical exploration for the proposed amenity center, dewatering plan and permit assistance, muck probing, pavement evaluation, and groundwater assessments. | <input checked="" type="checkbox"/> Check if project performed with current firm | |
| (1) TITLE AND LOCATION (City and State) <i>Soil Bearing Capacity Evaluation for Building Pad Stonewood Estates Pool Restroom (St. Cloud, Osceola County, Florida)</i> | | (2) YEAR COMPLETED | |
| | | PROFESSIONAL SERVICES 2018 | CONSTRUCTION (If applicable) N/A |
| e. | (3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE The project consisted of assessing the soil bearing capacity for the proposed pool restrooms at the subject site. The subsurface conditions were explored with a Dynamic Cone Penetrometer at shallow depth in the auger boring. Once data was evaluated, appropriate soil parameters were provided to the civil engineer to be used in their design. | <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> |
|--|---|

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

19. RELEVANT PROJECTS

| | | | |
|-----------|--|---|-------------------------------------|
| a. | (1) TITLE AND LOCATION <i>(City and State)</i> | (2) YEAR COMPLETED | |
| | | PROFESSIONAL SERVICES | 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 | |
| b. | (1) TITLE AND LOCATION <i>(City and State)</i> | (2) YEAR COMPLETED | |
| | | PROFESSIONAL SERVICES | 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 | |
| c. | (1) TITLE AND LOCATION <i>(City and State)</i> | (2) YEAR COMPLETED | |
| | | PROFESSIONAL SERVICES | 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 | |
| d. | (1) TITLE AND LOCATION <i>(City and State)</i> | (2) YEAR COMPLETED | |
| | | PROFESSIONAL SERVICES | 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 | |
| e. | (1) TITLE AND LOCATION <i>(City and State)</i> | (2) YEAR COMPLETED | |
| | | PROFESSIONAL SERVICES | 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 | |

| | | |
|--|--|---|
| 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 1 |
| 21. TITLE AND LOCATION <i>(City and State)</i> Harmony West Community Development District <i>Osceola County, Florida</i> | | 22. YEAR COMPLETED PROFESSIONAL SERVICES: 2018 -Current CONSTRUCTION <i>(If applicable)</i> : N/A |

23. PROJECT OWNER'S INFORMATION

| | | |
|--|--|---|
| a. PROJECT OWNER <i>Sunterra Communities</i> | b. POINT OF CONTACT NAME <i>Denver Marlow</i> | c. POINT OF CONTACT TELEPHONE NUMBER <i>407-542-4909</i> |
| 24. BRIEF DESCRIPTION OF PROJECT AND RELEVANCE TO THIS CONTRACT <i>(Include scope, size, and cost)</i> | | |

The Harmony West Community Development District is a 287 acre tract that consists of 631 single family homes and three supporting recreational amenity centers. Poulos & Bennett serves as the CDD Engineer. Professional engineering services are required on a continuing basis for planning, preparing reports and plans, providing contract administration services and construction oversight, and providing designs and specifications for roadways, buffer walls, water facilities, sewer facilities, reclaimed water facilities, and stormwater management facilities. Estimated CDD construction cost of \$31,750,000.

FIRMS FROM SECTION C INVOLVED WITH THIS PROJECT

| | | | |
|----|---|--|---|
| a. | (1) FIRM NAME Poulos & Bennett, LLC | (2) FIRM LOCATION <i>(City and State)</i> Orlando, Florida | (3) ROLE Civil Engineer |
| b. | (1) FIRM NAME Bio-Tech Consulting, Inc. | (2) FIRM LOCATION <i>(City and State)</i> Orlando, Florida | (3) ROLE Environmental Consultant |
| c. | (1) FIRM NAME Universal Engineering Sciences | (2) FIRM LOCATION <i>(City and State)</i> Orlando, Florida | (3) ROLE Geotechnical Consultant |
| d. | (1) FIRM NAME Traffic & Utility Consultants | (2) FIRM LOCATION <i>(City and State)</i> Orlando, Florida | (3) ROLE Traffic Engineering |
| 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 |

| | | | | | | |
|--|-------------------------------------|--|-----------------------|-------------------------------------|----------------|-----|
| 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 <p style="text-align: center;">2</p> | | | | |
| 21. TITLE AND LOCATION <i>(City and State)</i> Tohoqua Community Development District <i>Osceola County, Florida</i> | | 22. YEAR COMPLETED <table border="1"> <tr> <td>PROFESSIONAL SERVICES</td> <td>CONSTRUCTION <i>(If applicable)</i></td> </tr> <tr> <td style="text-align: center;">2018 - Current</td> <td style="text-align: center;">N/A</td> </tr> </table> | PROFESSIONAL SERVICES | CONSTRUCTION <i>(If applicable)</i> | 2018 - Current | N/A |
| PROFESSIONAL SERVICES | CONSTRUCTION <i>(If applicable)</i> | | | | | |
| 2018 - Current | N/A | | | | | |

23. PROJECT OWNER'S INFORMATION

| | | |
|--|--|---|
| a. PROJECT OWNER <i>Tohoqua Development Group, LLC</i> | b. POINT OF CONTACT NAME <i>Robert L. Secrist</i> | c. POINT OF CONTACT TELEPHONE NUMBER <i>407-509-4292</i> |
| 24. BRIEF DESCRIPTION OF PROJECT AND RELEVANCE TO THIS CONTRACT <i>(Include scope, size, and cost)</i> | | |

The Tohoqua Community Development District is a 784 acre mixed use development that consists of 3,220 residential units, 200 hotel rooms, and 443,720 square feet of commercial space. Poulos & Bennett serves as the CDD Engineer for the Tohoqua CDD. Professional engineering services are provided on a continuing basis for the District's capital improvements. The engineering services are related to drainage and surface water management system, waterline and accessories, sewer system, landscape/irrigation lines, roadways, and amenity facilities. Estimated CDD construction cost of \$72,000,000.

FIRMS FROM SECTION C INVOLVED WITH THIS PROJECT

| | | | |
|----|---|--|---|
| a. | (1) FIRM NAME Poulos & Bennett, LLC | (2) FIRM LOCATION <i>(City and State)</i> Orlando, Florida | (3) ROLE Civil Engineer |
| b. | (1) FIRM NAME Bio-Tech Consulting, Inc | (2) FIRM LOCATION <i>(City and State)</i> Orlando, Florida | (3) ROLE Environmental Consultant |
| 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 |

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| 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 3 |
| 21. TITLE AND LOCATION <i>(City and State)</i> Windward Community Development District <i>Osceola County, FL</i> | 22. YEAR COMPLETED | |
| | PROFESSIONAL SERVICES 2017 - Current | CONSTRUCTION <i>(If applicable)</i> N/A |

23. PROJECT OWNER'S INFORMATION

| | | |
|--|--|---|
| a. PROJECT OWNER <i>K Hovnanian at Mystic Dunes, LLC</i> | b. POINT OF CONTACT NAME <i>Ed Kassik</i> | c. POINT OF CONTACT TELEPHONE NUMBER <i>407-452-7871</i> |
| 24. BRIEF DESCRIPTION OF PROJECT AND RELEVANCE TO THIS CONTRACT <i>(Include scope, size, and cost)</i> | | |

The Four Seasons at Orlando is a 127 acre residential development that consists of 469 residential units established as Windward CDD. Professional engineering services are required on a continuing basis for planning, preparing reports and plans, providing contract administration services and construction oversight, and providing designs and specifications for roadways, buffer walls, water facilities, sewer facilities, reclaimed water facilities, and stormwater management facilities. This totals an estimated construction cost of over \$22,700,000. Poulos & Bennett serves as the CDD engineer for the Windward CDD.

FIRMS FROM SECTION C INVOLVED WITH THIS PROJECT

| | | | |
|----|---|--|---|
| a. | (1) FIRM NAME Poulos & Bennett, LLC | (2) FIRM LOCATION <i>(City and State)</i> Orlando, Florida | (3) ROLE Civil Engineer |
| b. | (1) FIRM NAME Bio-Tech Consulting, Inc. | (2) FIRM LOCATION <i>(City and State)</i> Orlando, Florida | (3) ROLE Environmental Consultant |
| 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 |

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| 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 <p style="text-align: center;">4</p> |
| 21. TITLE AND LOCATION <i>(City and State)</i> Storey Park Community Development District <i>Orlando, Florida</i> | 22. YEAR COMPLETED | |
| | PROFESSIONAL SERVICES 2013 -Current | CONSTRUCTION <i>(If applicable)</i> N/A |

23. PROJECT OWNER'S INFORMATION

| | | |
|--|---|---|
| a. PROJECT OWNER Lennar Homes | b. POINT OF CONTACT NAME Brock Nicholas | c. POINT OF CONTACT TELEPHONE NUMBER 407-287-2547 |
| 24. BRIEF DESCRIPTION OF PROJECT AND RELEVANCE TO THIS CONTRACT <i>(Include scope, size, and cost)</i> | | |

The Storey Park Community Development District is a 1261 acre mixed-use residential and commercial development. Poulos & Bennett serves as the CDD engineer for the Storey Park CDD. Professional engineering services are required on a continuing basis for planning, preparing reports and plans, providing contract administration services and construction oversight, and providing designs and specifications for roadways, buffer walls, water facilities, sewer facilities, reclaimed water facilities, and stormwater management facilities. Estimated CDD construction cost of \$35,000,000.

25. FIRMS FROM SECTION C INVOLVED WITH THIS PROJECT

| | | | |
|----|---|--|---|
| a. | (1) FIRM NAME Poulos & Bennett, LLC | (2) FIRM LOCATION <i>(City and State)</i> Orlando, Florida | (3) ROLE Civil Engineer |
| b. | (1) FIRM NAME Universal Engineering Sciences | (2) FIRM LOCATION <i>(City and State)</i> Orlando, Florida | (3) ROLE Geo-technical Consultant |
| c. | (1) FIRM NAME Traffic & Utility Consultants | (2) FIRM LOCATION <i>(City and State)</i> Orlando, Florida | (3) ROLE Traffic Consultant |
| 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 |

| | | |
|--|--------------------------------------|---|
| 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 <p style="text-align: center;">5</p> |
| 21. TITLE AND LOCATION <i>(City and State)</i> Tapestry Community Development District <i>Kissimmee, Florida</i> | 22. YEAR COMPLETED | |
| | PROFESSIONAL SERVICES 2013 - 2017 | CONSTRUCTION <i>(If applicable)</i> N/A |

23. PROJECT OWNER'S INFORMATION

| | | |
|--|--|---|
| a. PROJECT OWNER Mattamy Homes | b. POINT OF CONTACT NAME David Hulme | c. POINT OF CONTACT TELEPHONE NUMBER 407-215-6282 |
| 24. BRIEF DESCRIPTION OF PROJECT AND RELEVANCE TO THIS CONTRACT <i>(Include scope, size, and cost)</i> | | |

The Tapestry Community Development District is a 243 acre residential development. This project consists of 1037 units of single and multi-family homes. Poulos & Bennett served as the interim CDD engineer for the Tapestry CDD. Professional engineering services are required on a continuing basis for civil engineering design, permitting, and construction management for roadway, utility and stormwater infrastructure design with an estimated construction cost of \$19,500,000.

FIRMS FROM SECTION C INVOLVED WITH THIS PROJECT

| | | | |
|----|---|--|---|
| a. | (1) FIRM NAME Poulos & Bennett, LLC | (2) FIRM LOCATION <i>(City and State)</i> Orlando, Florida | (3) ROLE Civil Engineer |
| b. | (1) FIRM NAME Bio-Tech Consulting, Inc. | (2) FIRM LOCATION <i>(City and State)</i> Orlando, Florida | (3) ROLE Environmental Consultant |
| 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 |

| | | |
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| F. EXAMPLE PROJECTS WHICH BEST ILLUSTRATE PROPOSED TEAM'S QUALIFICATIONS FOR THIS CONTRACT <i>(Present as many projects as requested by the agency, or 10 projects, if not specified. Complete one Section F for each project.)</i> | | 20. EXAMPLE PROJECT KEY NUMBER 6 |
| 21. TITLE AND LOCATION <i>(City and State)</i> Sunbridge Stewardship District Engineers <i>Osceola County, FL</i> | 22. YEAR COMPLETED | |
| | PROFESSIONAL SERVICES 2018 | CONSTRUCTION <i>(If applicable)</i> N/A |

23. PROJECT OWNER'S INFORMATION

| | | |
|--|--|---|
| a. PROJECT OWNER <i>Tavistock Development</i> | b. POINT OF CONTACT NAME <i>Clint Beaty</i> | c. POINT OF CONTACT TELEPHONE NUMBER <i>407-909-9917</i> |
| 24. BRIEF DESCRIPTION OF PROJECT AND RELEVANCE TO THIS CONTRACT <i>(Include scope, size, and cost)</i> | | |

The Sunbridge Stewardship District is a 19,140-acre mixed use residential and commercial development located in Osceola County, Florida. Poulos & Bennett serves as stewardship district engineer for the Sunbridge Stewardship District. Professional engineering services are required on a continuing basis for planning, preparing reports/plans, providing designs and specifications for roadways, buffer walls, water facilities, sewer facilities, reclaimed water facilities, and stormwater management facilities, meeting attendance, review and execution of documents under the SSD's Trust Indentures and monitors SSD projects. Poulos & Bennett also provides general services related to the construction of SSD projects including contract administration services and construction oversight, such as site visits and full-time construction management of SSD projects. Estimated professional services cost of \$200,000.

25. FIRMS FROM SECTION C INVOLVED WITH THIS PROJECT

| | | |
|--|--|---|
| a. (1) FIRM NAME Poulos & Bennett, LLC | (2) FIRM LOCATION <i>(City and State)</i> Orlando, Florida | (3) ROLE Civil Engineer |
| b. (1) FIRM NAME Universal Engineering Sciences | (2) FIRM LOCATION <i>(City and State)</i> Orlando, Florida | (3) ROLE Geo-technical Consultant |
| c. (1) FIRM NAME Traffic & Utility Consultants | (2) FIRM LOCATION <i>(City and State)</i> Orlando, Florida | (3) ROLE Traffic Consultant |
| 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 7 |
| 21. TITLE AND LOCATION <i>(City and State)</i> Sunbridge Northeast District <i>Osceola County, FL</i> | | 22. YEAR COMPLETED PROFESSIONAL SERVICES 2017 CONSTRUCTION <i>(If applicable)</i> N/A |
| 23. PROJECT OWNER'S INFORMATION | | |
| a. PROJECT OWNER Tavistock Development | b. POINT OF CONTACT NAME Clint Beaty | c. POINT OF CONTACT TELEPHONE NUMBER 407-909-9917 |
| 24. BRIEF DESCRIPTION OF PROJECT AND RELEVANCE TO THIS CONTRACT <i>(Include scope, size, and cost)</i> | | |

Sunbridge Northeast District is a 19,140 acre mixed use residential and commercial development located in Osceola County, Florida. Project scope includes Master Drainage Plan, Master Utility Plan, Lake Navigation Plan, Civil support design services associated with a new Water and Wastewater Treatment plant, Transportation Corridor Design Studies, Design and Permitting of Utility Transmission mains, Roadways, and Residential and Commercial Developments. The project includes permitting through the following agencies Osceola County, Toho Water Authority, South Florida Water Management District, Army Corp. of Engineers, City of St. Cloud, Florida Department of Environmental Protection. Estimated Construction Cost over \$1.7 B.

| 25. FIRMS FROM SECTION C INVOLVED WITH THIS PROJECT | | | |
|---|--------------------------------------|---|---------------------------------|
| a. | (1) FIRM NAME | (2) FIRM LOCATION <i>(City and State)</i> | (3) ROLE |
| | Poulos & Bennett, LLC | Orlando, Florida | Civil Engineer |
| | niversal Engineering sciences | Orlando, Florida | Geo-Technical Consultant |
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|---|-------------------------------|--|
| F. EXAMPLE PROJECTS WHICH BEST ILLUSTRATE PROPOSED TEAM'S QUALIFICATIONS FOR THIS CONTRACT <i>(Present as many projects as requested by the agency, or 10 projects, if not specified. Complete one Section F for each project.)</i> | | 20. EXAMPLE PROJECT KEY NUMBER 8 |
| 21. TITLE AND LOCATION <i>(City and State)</i> Four Seasons at Orlando <i>Osceola County, Florida</i> | 22. YEAR COMPLETED | |
| | PROFESSIONAL SERVICES 2017 | CONSTRUCTION <i>(If applicable)</i> N/A |

23. PROJECT OWNER'S INFORMATION

| | | |
|---|---|---|
| a. PROJECT OWNER K Hovnanian at Mystic Dunes, LLC | b. POINT OF CONTACT NAME Charles Dennis | c. POINT OF CONTACT TELEPHONE NUMBER 321-263-2686 |
|---|---|---|

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

Poulos & Bennett provided professional services for the Four Seasons at Orlando, a 127 acre residential development that consists of 469 residential units. Poulos & Bennett prepared construction plans and provided permitting services for the the 22-acre Four Seasons of Orlando - Tract C project, which consists of 105 detached single family residential units and associated infrastructure; 31-acre Four Seasons of Orlando - Tract D project, which consists of 136 detached single family residential units and associated infrastructure; the 32-acre Four Seasons of Orlando - Amenity Center project, which consists of a 6.5-acre amenity/recreation tract, 1,200 linear feet of divided boulevard, and nine (9) detached single family residential units; and the 7.5-acre Four Seasons of Orlando - Spine Road project, which consists of 3,450 linear feet of divided boulevard and offsite roadway improvements.

Professional engineering services are required on a continuing basis for planning, preparing reports and plans, providing contract administration services and construction oversight, and providing designs and specifications for roadways, buffer walls, water facilities, sewer facilities, reclaimed water facilities, and stormwater management facilities. These project required coordination with both Toho Water Authority and Osceola County and had an estimated construction cost over \$10M.

FIRMS FROM SECTION C INVOLVED WITH THIS PROJECT

| | | | |
|----|--|--|---|
| a. | (1) FIRM NAME Poulos & Bennett, LLC | (2) FIRM LOCATION <i>(City and State)</i> Orlando, Florida | (3) ROLE Civil Engineer |
| b. | (1) FIRM NAME Bio-Tech Consulting, Inc. | (2) FIRM LOCATION <i>(City and State)</i> Orlando, Florida | (3) ROLE Environmental Consultant |
| c. | (1) FIRM NAME niversal Engineering ciences | (2) FIRM LOCATION <i>(City and State)</i> Orlando, Florida | (3) ROLE Geo-Technical Consultant |
| 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 |

| | | |
|--|--|--|
| EXAMPLE PROJECTS WHICH BEST ILLUSTRATE PROPOSED TEAM'S QUALIFICATIONS FOR THIS CONTRACT <i>(Present as many projects as requested by the agency, or 10 projects, if not specified. Complete one Section F for each project.)</i> | | 20. EXAMPLE PROJECT KEY NUMBER 8 |
| 21. TITLE AND LOCATION <i>(City and State)</i> Grande Pines Orangewood N-2 PD, Parcel 11 <i>Orlando, Florida</i> | | 22. YEAR COMPLETED PROFESSIONAL SERVICES: 2013 CONSTRUCTION <i>(If applicable)</i> : N/A |

23. PROJECT OWNER'S INFORMATION

| | | |
|--|--|---|
| a. PROJECT OWNER <i>Park Square Homes</i> | b. POINT OF CONTACT NAME <i>Randy Jones</i> | c. POINT OF CONTACT TELEPHONE NUMBER <i>407-529-3048</i> |
|--|--|---|

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

Poulos & Bennett provided professional services for the Grande Pines Orangewood N-2 PD, Parcel 11, a 423 single family residential subdivision within the approximate 207 acre development. Services for the project included the design and modeling of the master stormwater management system which included eighteen interconnected stormwater management ponds servicing the development as well as master utility design, and preparation of construction plans for the development.

This project required coordination with South Florida Water Management District, City of Orlando, and Orange County, and Valencia Water Control District and had an estimated construction cost over \$17M.

FIRMS FROM SECTION C INVOLVED WITH THIS PROJECT

| | | | |
|----|---|--|---|
| a. | (1) FIRM NAME Poulos & Bennett, LLC | (2) FIRM LOCATION <i>(City and State)</i> Orlando, Florida | (3) ROLE Civil Engineer |
| b. | (1) FIRM NAME Bio-Tech Consulting, Inc. | (2) FIRM LOCATION <i>(City and State)</i> Orlando, Florida | (3) ROLE Environmental Consultant |
| c. | (1) FIRM NAME Bio-Tech Consulting, Inc. | (2) FIRM LOCATION <i>(City and State)</i> Orlando, Florida | (3) ROLE Geo-Technical Consultant |
| 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 |

| | | |
|--|---------------------------------------|--|
| 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 10 |
| 21. TITLE AND LOCATION <i>(City and State)</i> Hills of Minneola CDD <i>Lake County, Florida</i> | 22. YEAR COMPLETED | |
| | PROFESSIONAL SERVICES 2013-Ongoing | CONSTRUCTION <i>(If applicable)</i> Ongoing |

23. PROJECT OWNER'S INFORMATION

| | | |
|-------------------------------------|--|---|
| a. PROJECT OWNER Sunterra | b. POINT OF CONTACT NAME Denver Marlow | c. POINT OF CONTACT TELEPHONE NUMBER 407-542-4909 |
|-------------------------------------|--|---|

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

Poulos & Bennett provided professional services for Hills of Minneola CDD. Poulos & Bennett prepared construction plans and provided permitting services for over 2,000 residential lots in multiple phases.

Poulos & Bennett also prepared the Master Drainage Plan which included pre and post development conditions, offsite drainage basins/contributing flows, floodplain compensating storage calculations, nutrient loading calculations, and design of multiple con-span bridge structures.

Additionally, Poulos & Bennett prepared the Master Utility Plan which included potable water, reclaimed water, and wastewater system designs to serve the future mixed-use development. The wastewater system included design of 4 pump stations (duplex configurations), the associated manifold force main systems, and also provided for 3 different phased conditions.

These projects required coordination with St. Johns River Water Management District, City of Minneola, and Lake County Utilities.

FIRMS FROM SECTION C INVOLVED WITH THIS PROJECT

| | | | |
|----|---|--|---|
| a. | (1) FIRM NAME Poulos & Bennett, LLC | (2) FIRM LOCATION <i>(City and State)</i> Orlando, Florida | (3) ROLE Civil Engineer |
| b. | (1) FIRM NAME Bio-Technical Consulting | (2) FIRM LOCATION <i>(City and State)</i> Orlando, Florida | (3) ROLE Environmental Consultant |
| c. | (1) FIRM NAME Traffic Consultant | (2) FIRM LOCATION <i>(City and State)</i> Orlando, Florida | (3) ROLE Traffic Consultant |
| d. | (1) FIRM NAME Universal Engineering Consultants | (2) FIRM LOCATION <i>(City and State)</i> Orlando, Florida | (3) ROLE Geo-Technical Consultant |
| 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 |

ADDITIONAL INFORMATION

ABILITY AND ADEQUACY OF PROFESSIONAL PERSONNEL

The Poulos & Bennett team has the experience and workload capacity to begin immediately carrying out the Engineering Services necessary for the continued success of the Kelly Park CDD. Our highly responsive staff of 64 team members, including 30 engineers, 6 planners, 7 CAD designers, 9 development services personnel, 4 permit coordinators and 8 highly valuable support staff, are all located in our Orlando Office. Our firm’s size and proximity will allow us to become an extension of the Kelly Park CDD staff, working in a seamless relationship and readily available as needed.

Furthermore, Poulos & Bennett was founded on three main pillars: exceptional service to our clients and stakeholders, quality control of our deliverables, and high-level technical expertise. Our personnel take pride in serving our clients through the execution of these principles and are committed to an exceptionally high standard of client service through building long-term relationships, using a proactive approach and taking ownership of our projects.

CERTIFIED MINORITY BUSINESS ENTERPRISE

Poulos & Bennett, LLC is not a certified Minority Business.

WILLINGNESS TO MEET TIME AND BUDGET REQUIREMENTS

A key to successful execution of a complex project is understanding the regulatory process, developing a strategic, comprehensive project schedule and managing tasks to meet that schedule. When approaching projects, Poulos & Bennett is a schedule-focused company that develops comprehensive project schedules outlining the regulatory process, milestones and critical paths to achieve the desired outcome. These schedules help provide an overall “road map” that will actively guide the design, development, and permitting of the overall engineering services for Kelly Park CDD. This approach supports the project management system from start to finish. A well-managed and maintained project schedule enables the design and permitting to proceed more effectively and efficiently. Poulos & Bennett prides itself on developing, implementing and managing complex comprehensive project schedules to the direct benefit of our clients.

Doing much of our work in the private sector has required us to be extremely sensitive to costs and budgets, and to especially understand the need for clear schedules to which we strongly adhere. To enhance our firm’s services, we have established a Development Services group, one of whose primary functions is to provide cost estimates to our clients. We do this continuously from very early planning level estimates in the Due Diligence stages of project development and programming, to the final bid and award stages of project implementation. We bring our recognized skills in project management to the Kelly Park CDD to manage timelines, work deliverables, key stakeholder communication and project budgets.

GEOGRAPHIC LOCATION

Poulos & Bennett is located at 2602 East Livingston St. Orlando, Florida 32803.

CONSULTANT’S PAST PERFORMANCE

Poulos & Bennett is serving and has served as CDD engineers for multiple projects in Orange County. Our team has extensive proven expertise in all facets of the water distribution system, sanitary sewer facilities, reuse water system, stormwater system, electrical service systems, conservation mitigation, onsite public roadway improvements, and other public improvements that will be undertaken within the Kelly Park CDD. We also understand the need to represent and address the concerns and needs of various stakeholders, especially Kelly Park CDD staff, and have developed a solid reputation for our proactive approach and responsiveness.

Poulos & Bennett team members have been serving clients in Orange County since 1989. We have extensive experience and strong relationships with City of Apopka staff, and we are proud of our reputation as being consummate professionals in our interactions, skilled civil engineers and planners in our practice, and committed advocates for our clients.

F) RECENT, CURRENT AND PROJECTED WORKLOADS

As previously stated, the Poulos & Bennett team has the experience, and workload capacity to begin immediately carrying out the Engineering Services necessary for the success of the Kelly Park Community Development District. Our highly experienced local staff is poised and ready to take ownership of the Kelly Park CDD and possesses a long-term interest in the success of this new district. See below a current project matrix of our designated Kelly Park CDD Principal-In-Charge and Project Manager:

| PROJECT LEADS | RECENT, CURRENT AND PROJECTED WORKLOADS |
|---|---|
| Lance Bennett, E Principal-In-Charge | LPGA Property; Grande Pines; Sunbridge |
| arc tehli, PE Project Manager | Grand Pines; Sunbridge; Storey Park |

G VOLUME OF WORK PREVIOUSLY AWARDED TO CONSULTANT BY DISTRICT

Poulos & Bennett, LLC serves as the interim engineers for the Kelly Park CDD.

I. AUTHORIZED REPRESENTATIVE

The foregoing is a statement of facts.

31. SIGNATURE

Lance Bennett

32. DATE

33. NAME AND TITLE

KELLY PARK

COMMUNITY DEVELOPMENT DISTRICT

9D

Kelly Park Community Development District
Request for Qualifications – District Engineering Services

Competitive Selection Criteria

| | Ability and Adequacy of Professional Personnel | Consultant's Past Performance | Geographic Location | Willingness to Meet Time and Budget Requirements | Certified Minority Business Enterprise | Recent, Current and Projected Workloads | Volume of Work Previously Awarded to Consultant by District | TOTAL SCORE |
|-------------------------|--|-------------------------------|---------------------|--|--|---|---|-------------|
| <i>weight factor</i> | 25 | 25 | 20 | 15 | 5 | 5 | 5 | 100 |
| NAME OF RESPONDENT | | | | | | | | |
| 1 Poulos & Bennett, LLC | | | | | | | | |
| | | | | | | | | |

 Board Member's Signature

 Date

KELLY PARK

COMMUNITY DEVELOPMENT DISTRICT

10



Orlando Office
2602 E. Livingston Street
Orlando, Florida 32803

(407) 487-2594
www.poulosandbennett.com

Jacksonville Office
7563 Philips Hwy., Suite 303
Jacksonville, Florida 32256

February 8, 2023

Via Email

Kelly Park Community Development District
c/o Mike Galvin
121 Snell Isle Blvd.
St. Petersburg, FL 33704
mike@galvincompany.com

Subject: Amendment 2
Kelly Park CDD – CDD Services
Parcel ID(s): Municipal Right-of-Way
Poulos & Bennett Job No. 21-027B

Dear Kelly Park Community Development District:

Pursuant to the original executed agreement dated May 18, 2022, Poulos & Bennett, LLC provides this amendment to the original agreement for the additional services as outlined below. All services shall be accomplished in accordance with the Terms and Conditions of the original Agreement.

Poulos & Bennett, LLC ("Poulos & Bennett") and the Kelly Park Community Development District ("Client") enter into this agreement as follows:

SCOPE OF SERVICES:

**A. CDD Engineer's Report
(21-027B.40)**

Poulos & Bennett shall prepare a Community Development District ("CDD") Engineer's Report for the Phase 2 portion of the Villages at Harmony subdivision to assist the Community Development District (CDD) with the financing and construction of the capital improvements contemplated to be constructed in association with the project. The Engineer's Report shall be based upon the Schematic Infrastructure Plan for the Phase 2 area of the project as prepared in the task above. The Engineer's Report shall include the following:

- Project Narrative sections including Description, Government Actions, Infrastructure Benefit, Capital Improvement Plan, Ownership and Maintenance, Roadways & Stormwater
- Table summarizing planned development program
- Exhibits detailing location, district limits, ownership & maintenance, offsite improvements, public & private uses, utilities, stormwater, roadways, cost option, permitting summary, assessment areas
- Engineer's Opinion of Probable Construction Cost

The Client shall be responsible for providing the cost for CDD infrastructure elements outside the site civil related facilities (landscaping, walls & signage, lighting, amenity centers, etc.). Poulos & Bennett shall provide the Engineer's Report for review and shall incorporate comments into the final Engineer's Report.

**B. CDD Meetings & Coordination
(21-027B.41)**

Poulos & Bennett will prepare for and attend project meetings and shall coordinate with the CDD development Team as needed in association with the CDD.

**C. CDD Bond Requisition Processing
(21-027B.42)**

Poulos & Bennett will review and process bond requests for reimbursement for the CDD.

FEE SCHEDULE:

| Task Number | Description | Lump Sum Fees | Estimated Hourly Fees in Accordance with Exhibit B |
|-------------|---------------------------------|---------------|--|
| .40 | CDD Engineer's Report | \$5,000.00 | --- |
| .41 | CDD Meetings & Coordination | --- | \$5,000.00 |
| .42 | CDD Bond Requisition Processing | --- | Hourly in Accordance with Exhibit 'B' |
| .993 | Reimbursable Expense - CDD | --- | \$2,500.00 |

Hourly services will be billed in accordance with the hourly rate schedule attached as Exhibit B.

These fees do not include: required application fees made payable to the respective public agencies through which permitting is required; reimbursable expenses as specified in this agreement or illustrative plans that may be required for community/public meetings.

SERVICES NOT INCLUDED:

This scope of services does not include geotechnical services, surveying, environmental, landscape architecture, NPDES (National Pollution Discharge Elimination System) and SWPPP (Storm Water Pollution Prevention Plan) permitting, transportation engineering/planning or site lighting design. It is assumed that these consultants will contract directly with the Client.

REIMBURSABLE EXPENSE (21-027B.993):

Reimbursables will be charged on a direct cost basis times a multiple of 1.20. Reimbursables shall include, but not be limited to, all prints and reproduction costs associated with reports, prints and reproducibles, postage and shipping, expenses to travel outside a thirty (30) mile radius of the office.

Should you have any questions regarding the information included with this Amendment, please do not hesitate to contact us. Please sign this Amendment and return one copy for our records.

Sincerely,



R. Lance Bennett, P.E.
Partner
Poulos & Bennett, LLC

**Amendment 2 – CDD Services
Kelly Park Community Development District
Crossroads at Kelly Park
Parcel IDs: Municipal Right-of-Way
Poulos & Bennett Job No. 21-027B**

I agree to the terms and conditions listed above.

Signature Date

Printed Name

Company

EXHIBIT "B"

POULOS & BENNETT, LLC

2022 HOURLY RATE SCHEDULE

| | |
|--|-------|
| EXPERT WITNESS | \$400 |
| PUBLIC MEETING REPRESENTATION | \$400 |
| PRINCIPAL | \$250 |
| DIRECTOR OF ENGINEERING | \$235 |
| PLANNING GROUP LEADER | \$235 |
| PRACTICE TEAM LEADER | \$225 |
| DEVELOPMENT MANAGER | \$195 |
| SR. PROJECT MANAGER | \$195 |
| SENIOR PROJECT ENGINEER | \$175 |
| PROJECT MANAGER – DEVELOPMENT SERVICES | \$165 |
| PROJECT MANAGER | \$165 |
| SENIOR PLANNER | \$150 |
| ASSISTANT DEVELOPMENT MANAGER | \$140 |
| GIS MANAGER | \$135 |
| CAD MANAGER | \$130 |
| PROJECT ENGINEER | \$135 |
| SENIOR COMMUNITY DESIGNER | \$135 |
| PROJECT PLANNER | \$135 |
| PLAT MANAGER | \$135 |
| SENIOR CAD DESIGNER | \$130 |
| DEVELOPMENT COORDINATOR | \$125 |
| STAFF ENGINEER | \$115 |
| CAD TECHNICIAN | \$105 |
| STAFF PLANNER | \$105 |
| PROJECT COORDINATOR | \$90 |
| ADMINISTRATIVE ASSISTANT | \$75 |



KELLY PARK

COMMUNITY DEVELOPMENT DISTRICT

11

RESOLUTION 2023-04

A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE KELLY PARK COMMUNITY DEVELOPMENT DISTRICT DIRECTING THE CHAIRMAN AND DISTRICT STAFF TO REQUEST THE PASSAGE OF AN ORDINANCE BY THE CITY COUNCIL OF THE CITY OF APOPKA, FLORIDA, AMENDING THE DISTRICT'S BOUNDARIES, AND AUTHORIZING SUCH OTHER ACTIONS AS ARE NECESSARY IN FURTHERANCE OF THAT PROCESS; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, the Kelly Park Community Development District ("**District**") is a unit of special-purpose government established pursuant to the Uniform Community Development District Act of 1980, as codified in Chapter 190, *Florida Statutes* ("**Uniform Act**"), and City of Apopka Ordinance 2924 ("**Ordinance**"); and

WHEREAS, pursuant to the Uniform Act, the District is authorized to construct, acquire, and maintain infrastructure improvements and services; and

WHEREAS, the District presently consists of approximately 213.409 acres, more or less, as more fully described in the Ordinance; and

WHEREAS, the District desires to amend its boundaries, as described in the attached **Exhibit A**, resulting in an amended boundary ("**Boundary Amendment**"); and

WHEREAS, the Boundary Amendment is in the best interest of the District, and the area of land within the amended boundaries of the District will continue to be of sufficient size, sufficiently compact, and sufficiently contiguous to be developable as one functionally related community; and

WHEREAS, the Boundary Amendment of the District's boundaries will allow the District to continue to be the best alternative available for delivering community development services and facilities to the lands within the District, as amended; and

WHEREAS, Boundary Amendment is not inconsistent with either the State or local comprehensive plan and will not be incompatible with the capacity and uses of existing local and regional community development services and facilities; and

WHEREAS, the area of land that will lie in the amended boundaries of the District will continue to be amenable to separate special district government; and

WHEREAS, in order to seek a Boundary Amendment ordinance pursuant to Chapter 190, *Florida Statutes*, the District desires to authorize District staff, including but not limited to legal,

engineering, and managerial staff, to provide such services as are necessary throughout the pendency of the process; and

WHEREAS, the retention of any necessary consultants and the work to be performed by District staff may require the expenditure of certain fees, costs, and other expenses by the District as authorized by the District’s Board of Supervisors (“**Board**”); and

WHEREAS, the Developer has agreed to provide sufficient funds to the District to reimburse the District for any expenditures including, but not limited to, legal, engineering and other consultant fees, filing fees, administrative, and other expenses, if any; and

WHEREAS, the District hereby desires to request a Boundary Amendment in accordance with Chapter 190, *Florida Statutes*, by taking such actions as are necessary in furtherance of the same.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF SUPERVISORS OF THE KELLY PARK COMMUNITY DEVELOPMENT DISTRICT:

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

2. AUTHORIZATION FOR BOUNDARY AMENDMENT. Pursuant to Chapter 190, *Florida Statutes*, the Board hereby authorizes the Chairman and District Staff to proceed in an expeditious manner with the preparation and filing of any documentation with the City of Apopka, Florida, as necessary to seek the amendment of the District’s boundaries and to remove those lands depicted in **Exhibit A**. The Board further authorizes the prosecution of the procedural requirements detailed in Chapter 190, *Florida Statutes*, for the Boundary Amendment.

3. AUTHORIZATION FOR AGENT. The Board hereby authorizes the District Chairman, District Manager and District Counsel to act as agents of the District with regard to any and all matters pertaining to the petition to the City of Apopka, Florida, to amend the boundaries of the District. District Staff, in consultation with the District Chairman, is further authorized to revise **Exhibit A** in order to address any further boundary adjustments as may be identified by the District Engineer. The District Manager shall ensure that the final versions of **Exhibit A** as confirmed by the Chairman are attached hereto.

4. EFFECTIVE DATE. This Resolution shall become effective upon its passage.

[CONTINUED ON NEXT PAGE]

PASSED AND ADOPTED this 23rd day of May, 2023.

ATTEST:

**KELLY PARK COMMUNITY DEVELOPMENT
DISTRICT**

Secretary/Assistant Secretary

Chair/Vice-Chair, Board of Supervisors

Exhibit A: Legal Description of Boundary Amendment Parcel

Exhibit A:

Legal Description of Boundary Amendment

EXPANSION PARCEL LEGAL DESCRIPTION

CONTRACTION PARCEL LEGAL DESCRIPTION

KELLY PARK

COMMUNITY DEVELOPMENT DISTRICT

12

BOUNDARY AMENDMENT FUNDING AGREEMENT

This Agreement is made and entered into this ____ day of _____, 2023, by and between:

Kelly Park Community Development District, a local unit of special-purpose government established pursuant to Chapter 190, *Florida Statutes*, being situated in the the City of Apopka, Florida, and whose mailing address is c/o Wrathell, Hunt and Associates, LLC, 2300 Glades Road, Suite 410W, Boca Raton, Florida 33431 ("**District**"); and

_____, a Florida limited liability company, the primary developer of lands within the boundary of the District, and whose address is _____.

RECITALS

WHEREAS, the District was established pursuant to Chapter 190, *Florida Statutes* ("**Act**") and by Ordinance No. 2924, adopted by the City Council of the City of Apopka, Florida, for the purpose of planning, financing, constructing, operating and/or maintaining certain infrastructure ("**Ordinance**"); and

WHEREAS, pursuant to the Act, the District is authorized to construct, acquire, and maintain infrastructure improvements and services; and

WHEREAS, the District presently consists of approximately 213.409 acres of land; and

WHEREAS, the District desires to amend its boundaries ("**Boundary Amendment**") to remove certain lands to the District's boundaries; and

WHEREAS, pursuant to Resolution 2023-__ the District has authorized the Boundary Amendment, and, in consideration, the Landowner has agreed to fund all managerial, engineering, legal and other fees and costs that the District incurs in connection with the Boundary Amendment ("**Amendment Expenses**"); and

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

1. **PROVISION OF FUNDS.** The Landowner agrees to make available to the District such monies as are necessary to fund the Amendment Expenses and enable the District to effect the Boundary Amendment. The Landowner will make such funds available on a monthly basis, within thirty (30) days of a written request by the District. The District Manager shall require consultants to provide invoices for the Amendment Expenses separate from other services provided to the District.

2. **DISTRICT USE OF FUNDS.** The District agrees to use the Amendment Expenses solely for the Boundary Amendment. The District agrees to use its good faith best efforts to proceed in an

expeditious manner to effect the Boundary Amendment. The District shall not have any obligation to reimburse or repay the Landowner for funds made available to the District under this Agreement.

3. **DEFAULT.** A default by either party under this Agreement shall entitle the other to all remedies available at law or in equity, which may include, but not be limited to, the right of actual damages (but not consequential, special or punitive damages), injunctive relief and/or specific performance.

4. **ENFORCEMENT OF AGREEMENT.** In the event that either party is required to enforce this Agreement by court proceedings or otherwise, then the prevailing party shall be entitled to recover all fees and costs incurred, including reasonable attorneys' and paralegals' fees and costs for trial, alternative dispute resolution, or appellate proceedings.

5. **AGREEMENT.** This instrument shall constitute the final and complete expression of the agreement between the parties relating to the subject matter of this Agreement.

6. **AMENDMENTS.** Amendments to and waivers of the provisions contained in this Agreement may be made only by an instrument in writing that is executed by both of the parties hereto.

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

8. **NOTICES.** All notices, requests, consents and other communications under this Agreement ("**Notices**") shall be in writing and shall be delivered, mailed by First Class Mail, postage prepaid, or overnight delivery service, to the parties, at the addresses set forth above. Except as otherwise provided in this Agreement, any Notice shall be deemed received only upon actual delivery at the address set forth in this Agreement. Notices delivered after 5:00 p.m. (at the place of delivery) or on a non-business day, shall be deemed received on the next business day. If any time for giving Notice contained in this Agreement would otherwise expire on a non-business day, the Notice period shall be extended to the next succeeding business day. Saturdays, Sundays, and legal holidays recognized by the United States government shall not be regarded as business days. Counsel for the parties may deliver Notice on behalf of the parties. Any party or other person to whom Notices are to be sent or copied may notify the other parties and addresses of any change in name or address to which Notices shall be sent by providing the same on five (5) days written notice to the parties and addresses set forth in this Agreement.

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

10. **ASSIGNMENT.** Neither party may assign this Agreement or any monies to become due hereunder without the prior written approval of the other party.

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

12. **TERMINATION.** Either party may terminate this Agreement upon a breach by the other party, notice of which breach shall be provided to all parties at the addresses noted above, and only after the breaching party is provided fifteen (15) calendar day's period to cure said breach.

13. **PUBLIC RECORDS.** Landowner understands and agrees that all documents of any kind provided to the District or to District Staff in connection with the work contemplated under this Agreement may be public records and will be treated as such in accord with Florida law.

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

15. **SOVEREIGN IMMUNITY.** Landowner agrees that nothing in this Agreement shall constitute or be construed as a waiver of the District's limitations on liability contained in Section 768.28, Florida Statutes, or other statutes or law.

16. **HEADINGS FOR CONVENIENCE ONLY.** The descriptive headings in this Agreement are for convenience only and shall not control nor affect the meaning or construction of any of the provisions of this Agreement.

17. **COUNTERPARTS.** This Agreement may be executed in any number of counterparts, each of which when executed and delivered shall be an original; however, all such counterparts together shall constitute but one and the same instrument. Signature and acknowledgment pages, if any, may be detached from the counterparts and attached to a single copy of this document to physically form one document.

18. **EFFECTIVE DATE.** The Agreement shall be effective after execution by both parties to this Agreement and shall remain in effect unless terminated by either of the parties.

[SIGNATURES TO FOLLOW ON NEXT PAGE]

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

**KELLY PARK COMMUNITY
DEVELOPMENT DISTRICT**

By: _____
Its: _____

By: _____
Its: _____

KELLY PARK

COMMUNITY DEVELOPMENT DISTRICT

13

RESOLUTION 2023-05

A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE KELLY PARK COMMUNITY DEVELOPMENT DISTRICT DESIGNATING DATES, TIMES AND LOCATIONS FOR REGULAR MEETINGS OF THE BOARD OF SUPERVISORS OF THE DISTRICT FOR FISCAL YEAR 2023/2024 AND PROVIDING FOR AN EFFECTIVE DATE

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

WHEREAS, the District is required by Section 189.015, *Florida Statutes*, to file quarterly, semi-annually, or annually a schedule (including date, time, and location) of its regular meetings with local governing authorities; and

WHEREAS, further, in accordance with the above-referenced statute, the District shall also publish quarterly, semi-annually, or annually the District’s regular meeting schedule in a newspaper of general paid circulation in the county in which the District is located.

WHEREAS, the Board desires to adopt the Fiscal Year 2023/2024 meeting schedule attached as **Exhibit A**.

NOW THEREFORE BE IT RESOLVED BY THE BOARD OF SUPERVISORS OF THE KELLY PARK COMMUNITY DEVELOPMENT DISTRICT:

1. **ADOPTING FISCAL YEAR 2023/2024 MEETING SCHEDULE.** The Fiscal Year 2023/20233 annual meeting schedule attached hereto and incorporated by reference herein as **Exhibit A** is hereby approved and shall be published in accordance with the requirements of Florida law and also provided to applicable governing authorities.

3. **EFFECTIVE DATE.** This Resolution shall become effective immediately upon its adoption.

PASSED AND ADOPTED this 23rd day of May, 2023.

ATTEST:

KELLY PARK COMMUNITY DEVELOPMENT DISTRICT

Secretary/Assistant Secretary

Chair/Vice Chair, Board of Supervisors

EXHIBIT "A"

| KELLY PARK COMMUNITY DEVELOPMENT DISTRICT | | |
|--|-----------------------------------|-----------------|
| BOARD OF SUPERVISORS FISCAL YEAR 2023/2024 MEETING SCHEDULE | | |
| LOCATION | | |
| <i>Offices of Poulos & Bennett, LLC, 2602 E. Livingston Street, Orlando, Florida 32803</i> | | |
| DATE | POTENTIAL DISCUSSION/FOCUS | TIME |
| October 11, 2023 | Regular Meeting | 11:00 AM |
| November 8, 2023 | Regular Meeting | 11:00 AM |
| December 13 2023 | Regular Meeting | 11:00 AM |
| January 10, 2024 | Regular Meeting | 11:00 AM |
| February 14, 2024 | Regular Meeting | 11:00 AM |
| March 13, 2024 | Regular Meeting | 11:00 AM |
| April 10, 2024 | Regular Meeting | 11:00 AM |
| May 8, 2024 | Regular Meeting | 11:00 AM |
| June 12, 2024 | Regular Meeting | 11:00 AM |
| July 10, 2024 | Regular Meeting | 11:00 AM |
| August 14, 2024 | Regular Meeting | 11:00 AM |
| September 11, 2024 | Regular Meeting | 11:00 AM |
| | | |

KELLY PARK

COMMUNITY DEVELOPMENT DISTRICT

14

RESOLUTION 2023-01

A RESOLUTION BY THE BOARD OF SUPERVISORS OF THE KELLY PARK COMMUNITY DEVELOPMENT DISTRICT DESIGNATING THE PRIMARY ADMINISTRATIVE OFFICE AND PRINCIPAL HEADQUARTERS OF THE DISTRICT AND PROVIDING AN EFFECTIVE DATE

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

WHEREAS, the District desires to designate its primary administrative office as the location where the District’s public records are routinely created, sent, received, maintained, and requested, for the purposes of prominently posting the contact information of the District’s Record’s Custodian in order to provide citizens with the ability to access the District’s records and ensure that the public is informed of the activities of the District in accordance with Chapter 119, *Florida Statutes*; and

WHEREAS, the District additionally desires to specify the location of the District’s principal headquarters for the purpose of establishing proper venue under the common law home venue privilege applicable to the District.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF SUPERVISORS OF THE KELLY PARK COMMUNITY DEVELOPMENT DISTRICT:

1. PRIMARY ADMINISTRATIVE OFFICE. The District’s primary administrative office for purposes of Chapter 119, *Florida Statutes*, shall be located at 2300 Glades Road, Suite 410W, Boca Raton, Florida 33431.

2. PRINCIPAL HEADQUARTERS. The District’s principal headquarters for purposes of establishing proper venue shall be located at the offices of _____ and within Orange County, Florida.

3. EFFECTIVE DATE. This Resolution shall take effect immediately upon adoption.

PASSED AND ADOPTED this 23rd day of May, 2023.

ATTEST:

KELLY PARK COMMUNITY DEVELOPMENT DISTRICT

Secretary/Assistant Secretary

Chair/Vice Chair, Board of Supervisors

KELLY PARK

COMMUNITY DEVELOPMENT DISTRICT

UNAUDITED FINANCIAL STATEMENTS

**KELLY PARK
COMMUNITY DEVELOPMENT DISTRICT
FINANCIAL STATEMENTS
UNAUDITED
APRIL 30, 2023**

**KELLY PARK
COMMUNITY DEVELOPMENT DISTRICT
BALANCE SHEET
GOVERNMENTAL FUNDS
APRIL 30, 2023**

| | General Fund | Debt Service Fund | Total Governmental Funds |
|---|-----------------|-------------------------|--------------------------------|
| | <u> </u> | <u> </u> | <u> </u> |
| ASSETS | | | |
| Cash | \$ 6,000 | \$ - | \$ 6,000 |
| Due from Landowner | 2,058 | 1,500 | 3,558 |
| Total assets | <u>\$ 8,058</u> | <u>\$ 1,500</u> | <u>\$ 9,558</u> |
| | | | |
| LIABILITIES AND FUND BALANCES | | | |
| Liabilities: | | | |
| Accounts payable | \$ 2,058 | \$ 1,500 | \$ 3,558 |
| Due to Landowner | - | 3,370 | 3,370 |
| Due to debt service fund | - | 1,500 | 1,500 |
| Landowner advance | 6,000 | - | 6,000 |
| Total liabilities | <u>8,058</u> | <u>6,370</u> | <u>14,428</u> |
| | | | |
| DEFERRED INFLOWS OF RESOURCES | | | |
| Deferred receipts | 2,058 | - | 2,058 |
| Total deferred inflows of resources | <u>2,058</u> | <u>-</u> | <u>2,058</u> |
| | | | |
| Fund balances: | | | |
| Restricted for: | | | |
| Debt service | - | (4,870) | (4,870) |
| Unassigned | (2,058) | - | (2,058) |
| Total fund balances | <u>(2,058)</u> | <u>(4,870)</u> | <u>(6,928)</u> |
| | | | |
| Total liabilities, deferred inflows of resources and fund balances | <u>\$ 8,058</u> | <u>\$ 1,500</u> | <u>\$ 9,558</u> |

**KELLY PARK
COMMUNITY DEVELOPMENT DISTRICT
GENERAL FUND
STATEMENT OF REVENUES, EXPENDITURES,
AND CHANGES IN FUND BALANCES
FOR THE PERIOD ENDED APRIL 30, 2023**

| | Current Month | Year to Date | Budget | % of Budget |
|--|-------------------|-------------------|----------------|----------------|
| REVENUES | | | | |
| Landowner contribution | \$ 2,789 | \$ 18,816 | \$ 100,290 | 19% |
| Total revenues | <u>2,789</u> | <u>18,816</u> | <u>100,290</u> | 19% |
| EXPENDITURES | | | | |
| Professional & administrative | | | | |
| Management/accounting/recording* | 2,000 | 14,000 | 46,000 | 30% |
| Legal | - | 1,723 | 25,000 | 7% |
| Engineering | - | - | 2,000 | 0% |
| Audit | - | - | 5,500 | 0% |
| Arbitrage rebate calculation** | - | - | 500 | 0% |
| Dissemination agent** | - | - | 1,000 | 0% |
| Trustee** | - | - | 5,500 | 0% |
| Telephone | 16 | 117 | 200 | 59% |
| Postage | - | - | 250 | 0% |
| Printing & binding | 42 | 291 | 500 | 58% |
| Legal advertising | - | - | 6,500 | 0% |
| Annual special district fee | - | - | 175 | 0% |
| Insurance | - | 5,000 | 5,500 | 91% |
| Contingencies/bank charges | - | 346 | 750 | 46% |
| Website hosting & maintenance | - | - | 705 | 0% |
| Website ADA compliance | - | - | 210 | 0% |
| Total professional & administrative | <u>2,058</u> | <u>21,477</u> | <u>100,290</u> | 21% |
| Excess/(deficiency) of revenues over/(under) expenditures | 731 | (2,661) | - | |
| Fund balances - beginning | (2,789) | 603 | - | |
| Fund balances - ending | <u>\$ (2,058)</u> | <u>\$ (2,058)</u> | <u>\$ -</u> | |

*WHA will charge a reduced management fee of \$2,000 per month until bonds are issued.

**These items will be realized when bonds are issued

**KELLY PARK
COMMUNITY DEVELOPMENT DISTRICT
STATEMENT OF REVENUES, EXPENDITURES,
AND CHANGES IN FUND BALANCES
DEBT SERVICE FUND
FOR THE PERIOD ENDED APRIL 30, 2023**

| | <u>Current Month</u> | <u>Year To Date</u> |
|--|--------------------------|--------------------------|
| REVENUES | <u>\$ -</u> | <u>\$ -</u> |
| Total revenues | <u>-</u> | <u>-</u> |
| EXPENDITURES | | |
| Debt service | | |
| Cost of issuance | <u>1,500</u> | <u>3,762</u> |
| Total debt service | <u>1,500</u> | <u>3,762</u> |
| Excess/(deficiency) of revenues over/(under) expenditures | (1,500) | (3,762) |
| Fund balances - beginning | <u>(3,370)</u> | <u>(1,108)</u> |
| Fund balances - ending | <u><u>\$ (4,870)</u></u> | <u><u>\$ (4,870)</u></u> |

KELLY PARK

COMMUNITY DEVELOPMENT DISTRICT

MINUTES

DRAFT

**MINUTES OF MEETING
KELLY PARK COMMUNITY DEVELOPMENT DISTRICT**

The Board of Supervisors of the Kelly Park Community Development District held Multiple Public Hearings and a Regular Meeting on September 14, 2022 at 3:00 p.m., at the offices of Poulos & Bennett, LLC, 2602 E Livingston Street, Orlando, Florida 32803.

Present at the meeting were:

| | |
|--------------------------|---------------------|
| Seth Bennett | Chair |
| Quint "Robert" Noordstar | Vice Chair |
| Dan Edwards | Assistant Secretary |

Also present were:

| | |
|--------------------------------|-------------------|
| Ernesto Torres | District Manager |
| Jere Earlywine (via telephone) | District Counsel |
| Marc Stehli | District Engineer |

FIRST ORDER OF BUSINESS

Call to Order/Roll Call

Mr. Torres called the meeting to order at 3:05 p.m. Supervisors Bennett, Mr. Noordstar and Edwards, were present. Supervisors Galvin and Avelli were not present.

SECOND ORDER OF BUSINESS

Public Comments

No members of the public spoke.

THIRD ORDER OF BUSINESS

Administration of Oath of Office to Elected Board of Supervisors *(the following will be provided in a separate package)*

Mr. Torres, a Notary of the State of Florida and duly authorized, administered the Oath of Office to Mr. Bennett, Mr. Noordstar and Mr. Edwards. The Oath of Office would be administered to Mr. Galvin and Mr. Avelli at the next meeting.

37 Mr. Earlywine directed the Board Members to complete Form 8B, which is the
38 Memorandum of Voting Conflict to disclose that they are a CDD Board Member and an
39 employee or business affiliate of a Landowner or Developer of the CCD. He stated that Form
40 8B for each Supervisor with a potential conflict should be attached to all meeting minutes.

41 **A. Guide to Sunshine Amendment and Code of Ethics for Public Officers and Employees**

42 **B. Membership, Obligations and Responsibilities**

43 **C. Chapter 190, Florida Statutes**

44 **D. Financial Disclosure Forms**

45 **I. Form 1: Statement of Financial Interests**

46 **II. Form 1X: Amendment to Form 1, Statement of Financial Interests**

47 **III. Form 1F: Final Statement of Financial Interests**

48 **E. Form 8B: Memorandum of Voting Conflict**

49

50 **FOURTH ORDER OF BUSINESS**

**Consideration of Resolution 2022-27,
Canvassing and Certifying the Results of
the Landowners’ Election of Supervisors
Held Pursuant to Section 190.006(2),
Florida Statutes, and Providing for an
Effective Date**

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57 Mr. Torres presented Resolution 2022-27. He reported the results of the Landowners’
58 Election, as follows:

| | | | | |
|----|--------|-----------------|-----------|-------------|
| 59 | Seat 1 | Seth Bennett | 214 Votes | 4-Year Term |
| 60 | Seat 2 | Quint Noordstar | 214 Votes | 4-Year Term |
| 61 | Seat 3 | Taryn Galvin | 200 Votes | 2-Year Term |
| 62 | Seat 4 | Lou Avelli | 200 Votes | 2-Year Term |
| 63 | Seat 5 | Dan Edwards | 200 Votes | 2-Year Term |

64

65 **On MOTION by Mr. Edwards and seconded by Mr. Bennett, with all in favor,**
66 **Resolution 2022-27, Canvassing and Certifying the Results of the Landowners’**
67 **Election of Supervisors Held Pursuant to Section 190.006(2), Florida Statutes,**
68 **and Providing for an Effective Date, was adopted.**

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FIFTH ORDER OF BUSINESS

Consideration of Resolution 2022-28, Designating Certain Officers of the District, and Providing for an Effective Date

Mr. Torres presented Resolution 2022-28. Mr. Noordstar nominated the following slate of officers:

- | | |
|---------------------|-----------------|
| Chair | Seth Bennett |
| Vice Chair | Quint Noordstar |
| Secretary | Craig Wrathell |
| Assistant Secretary | Taryn Galvin |
| Assistant Secretary | Lou Avelli |
| Assistant Secretary | Dan Edwards |
| Assistant Secretary | Ernesto Torres |
| Treasurer | Craig Wrathell |
| Assistant Treasurer | Jeff Pinder |

No other nominations were made.

On MOTION by Mr. Noordstar and seconded by Mr. Bennett, with all in favor, Resolution 2022-28, Designating Certain Officers of the District, as nominated, and Providing for an Effective Date, was adopted.

SIXTH ORDER OF BUSINESS

Public Hearing Confirming the Intent of the District to Use the Uniform Method of Levy, Collection and Enforcement of Non-Ad Valorem Assessments as Authorized and Permitted by Section 197.3632, Florida Statutes; Expressing the Need for the Levy of Non-Ad Valorem Assessments and Setting Forth the Legal Description of the Real Property Within the District’s Jurisdictional Boundaries that May or Shall Be Subject to the Levy of District Non-Ad Valorem Assessments; Providing for Severability; Providing for Conflict and Providing for an Effective Date

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A. Affidavit/Proof of Publication

The affidavit of publication was included for informational purposes.

B. Consideration of Resolution 2022-29, Expressing its Intent to Utilize the Uniform Method of Levying, Collecting, and Enforcing Non-Ad Valorem Assessments Which May Be Levied by the Kelly Park Community Development District in Accordance with Section 197.3632, Florida Statutes; Providing a Severability Clause; and Providing an Effective Date

On MOTION by Mr. Bennett and seconded by Mr. Noordstar, with all in favor, the Public Hearing was opened.

No members of the public spoke.

On MOTION by Mr. Noordstar and seconded by Mr. Bennett, with all in favor, the Public Hearing was closed.

Mr. Torres presented Resolution 2022-29 and read the title.

On MOTION by Mr. Noordstar and seconded by Mr. Bennett, with all in favor, Resolution 2022-29, Expressing its Intent to Utilize the Uniform Method of Levying, Collecting, and Enforcing Non-Ad Valorem Assessments Which May Be Levied by the Kelly Park Community Development District in Accordance with Section 197.3632, Florida Statutes; Providing a Severability Clause; and Providing an Effective Date, was adopted.

SEVENTH ORDER OF BUSINESS

Public Hearing to Consider the Adoption of an Assessment Roll and the Imposition of Special Assessments Relating to the Financing and Securing of Certain Public Improvements

142 • *Hear testimony from the affected property owners as to the propriety and advisability*
143 *of making the improvements and funding them with special assessments on the*
144 *property.*

145 • *Thereafter, the governing authority shall meet as an equalizing board to hear any and*
146 *all complaints as to the special assessments on a basis of justice and right.*

147 These items occurred below.

148 **A. Affidavit/Proof of Publication**

149 **B. Mailed Notice to Property Owner(s)**

150 These items were included for informational purposes.

151 **C. Engineer's Report (*for informational purposes*)**

152 This item was presented at the Organizational Meeting.

153 **D. Master Special Assessment Methodology Report (*for informational purposes*)**

154 Mr. Torres reviewed the Master Special Assessment Methodology Report and noted the
155 following:

156 ➤ Table 1: The Development Plan anticipates 765 units.

157 ➤ Table 2: Lists the Capital Improvements, in an amount of \$39,936,395.98.

158 ➤ Table 3: Reflects the Primary Sources and Uses of Funds.

159 ➤ Table 4: Reflects the Equivalent Residential Unit (ERU) benefit allocation across the unit
160 types.

161 ➤ Table 5: Reflects the bond assessment apportionment across the unit types.

162 **E. Consideration of Resolution 2022-30, Making Certain Findings; Authorizing a Capital**
163 **Improvement Plan; Adopting an Engineer's Report; Providing an Estimated Cost of**
164 **Improvements; Adopting an Assessment Report; Equalizing, Approving, Confirming**
165 **and Levying Debt Assessments; Addressing the Finalization of Special Assessments;**
166 **Addressing the Payment of Debt Assessments and the Method of Collection; Providing**
167 **for the Allocation of Debt Assessments and True-Up Payments; Addressing**
168 **Government Property, and Transfers of Property to Units of Local, State and Federal**
169 **Government; Authorizing an Assessment Notice; and Providing for Severability,**
170 **Conflicts and an Effective Date**

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On MOTION by Mr. Edwards and seconded by Mr. Bennett, with all in favor, the Public Hearing was opened.

- *Hear testimony from the affected property owners as to the propriety and advisability of making the improvements and funding them with special assessments on the property.*

No affected property owners spoke.

- *Thereafter, the governing authority shall meet as an equalizing board to hear any and all complaints as to the special assessments on a basis of justice and right.*

The Board, sitting as the Equalizing Board made no changes to the assessment levels.

On MOTION by Mr. Noordstar and seconded by Mr. Edwards, with all in favor, the Public Hearing was closed.

Mr. Earlywine stated that all information regarding benefits, justification for the assessments, the assessments are fair and being reasonably allocated, etc., are set forth in Resolution 2022-30 and makes those findings.

Mr. Torres presented Resolution 2022-30 and read the title.

On MOTION by Mr. Noordstar and seconded by Mr. Bennett, with all in favor, Resolution 2022-30, Making Certain Findings; Authorizing a Capital Improvement Plan; Adopting an Engineer’s Report; Providing an Estimated Cost of Improvements; Adopting an Assessment Report; Equalizing, Approving, Confirming and Levying Debt Assessments; Addressing the Finalization of Special Assessments; Addressing the Payment of Debt Assessments and the Method of Collection; Providing for the Allocation of Debt Assessments and True-Up Payments; Addressing Government Property, and Transfers of Property to Units of Local, State and Federal Government; Authorizing an Assessment Notice; and Providing for Severability, Conflicts and an Effective Date, was adopted.

207 **EIGHTH ORDER OF BUSINESS**

**Public Hearing to Hear Public Comments
and Objections to the Adoption of the
Rules of Procedure, Pursuant to Sections
120.54 and 190.035, Florida Statutes**

211

212 **A. Affidavit/Proof of Publication**

213 The affidavit of publication was included for informational purposes.

214 **B. Consideration of Resolution 2022-31, Adopting Rules of Procedure; Providing a**
215 **Severability Clause; and Providing an Effective Date**

216 Mr. Earlywine stated that the Rules of Procedure address administration of the Board
217 and CDD, how the Rules are made and procurement process.

218 Mr. Edwards asked if anything that should be looked at or be more detailed. Mr.
219 Earlywine stated these Rules are standard in form. Mr. Edwards wondered about reviewing
220 specific Rules to make changes now to avoid doing it later, if something arises. Mr. Earlywine
221 stated that the bidding process is essentially set forth by Statute but the frequency is something
222 that can be considered; contracts are usually for three to five years. He reiterated that these
223 Rules are standard and he is not aware of anything in them that should be looked at further.

224

225 **On MOTION by Mr. Edwards and seconded by Mr. Noordstar, with all in favor,**
226 **the Public Hearing was opened.**

227

228

229 No members of the public spoke.

230

231 **On MOTION by Mr. Edwards and seconded by Mr. Noordstar, with all in favor,**
232 **the Public Hearing was closed.**

233

234

235 Mr. Torres presented Resolution 2022-31.

236

237 **On MOTION by Mr. Edwards and seconded by Mr. Noordstar, with all in favor,**
238 **Consideration of Resolution 2022-31, Adopting Rules of Procedure; Providing a**
239 **Severability Clause; and Providing an Effective Date, was adopted.**

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NINTH ORDER OF BUSINESS

**Public Hearing on Adoption of Fiscal Year
2021/2022 Budget**

A. Affidavit/Proof of Publication

The affidavit of publication was included for informational purposes.

**B. Consideration of Resolution 2022-32, Relating to the Annual Appropriations and
Adopting the Budget for the Remainder of the Fiscal Year Beginning May 18, 2022, and
Ending September 30, 2022; Authorizing Budget Amendments; and Providing an
Effective Date**

Mr. Torres reviewed the proposed Fiscal Year 2021/2022 budget, which is a partial-year,
budget.

**On MOTION by Mr. Noordstar and seconded by Mr. Bennett, with all in favor,
the Public Hearing was opened.**

No members of the public spoke.

**On MOTION by Mr. Bennett and seconded by Mr. Noordstar, with all in favor,
the Public Hearing was closed.**

Mr. Torres presented Resolution 2022-29.

**On MOTION by Mr. Noordstar and seconded by Mr. Bennett, with all in favor,
Resolution 2022-32, Relating to the Annual Appropriations and Adopting the
Budget for the Remainder of the Fiscal Year Beginning May 18, 2022, and
Ending September 30, 2022; Authorizing Budget Amendments; and Providing
an Effective Date, was adopted.**

TENTH ORDER OF BUSINESS

**Public Hearing on Adoption of Fiscal Year
2022/2023 Budget**

A. Affidavit/Proof of Publication

277 The affidavit of publication was included for informational purposes.

278 **B. Consideration of Resolution 2022-33, Relating to the Annual Appropriations and**
279 **Adopting the Budget for the Remainder of the Fiscal Year Beginning October 1, 2022,**
280 **and Ending September 30, 2023; Authorizing Budget Amendments; and Providing an**
281 **Effective Date**

282 Mr. Torres reviewed the proposed Fiscal Year 2022/2023 budget. It is a full-year,
283 Landowner-funded budget with expenses being funded as they are incurred.

284

285 **On MOTION by Mr. Noordstar and seconded by Mr. Bennett, with all in favor,**
286 **the Public Hearing was opened.**

287

288

289 No members of the public spoke.

290

291 **On MOTION by Mr. Noordstar and seconded by Mr. Bennett, with all in favor,**
292 **the Public Hearing was closed.**

293

294

295 Mr. Torres presented Resolution 2022-33.

296

297 **On MOTION by Mr. Noordstar and seconded by Mr. Bennett, with all in favor,**
298 **Resolution 2022-33, Relating to the Annual Appropriations and Adopting the**
299 **Budget for the Remainder of the Fiscal Year Beginning October 1, 2022, and**
300 **Ending September 30, 2023; Authorizing Budget Amendments; and Providing**
301 **an Effective Date, was adopted.**

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304 **ELEVENTH ORDER OF BUSINESS**

Resolution 2022-07, Designating the
Primary Administrative Office and Principal
Headquarters of the District; Designating
the Location of the Local District Records
Office; and Providing an Effective Date

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310 This item was deferred.

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312 **TWELFTH ORDER OF BUSINESS** **Resolution 2022-14, Designating Dates,**
 313 **Times and Locations for Regular Meetings**
 314 **of the Board of Supervisors of the District**
 315 **for Fiscal Year 2022/2023 and Providing for**
 316 **an Effective Date**
 317

318 Mr. Torres presented Resolution 2022-14. Mr. Earlywine discussed the upcoming CDD
 319 activities that might necessitate a meeting and stated that, even if monthly meetings are
 320 scheduled, it will probably not be necessary to meet every month. He noted that publishing the
 321 entire meeting schedule could save the CDD money as it avoids the added expense of individual
 322 advertisements for each meeting. The following will be inserted into the Fiscal Year 2023
 323 Meeting Schedule:

324 DATES: Second Wednesday of each month
 325 TIMES: 11:00 AM
 326

327 **On MOTION by Mr. Noordstar and seconded by Mr. Bennett, with all in favor,**
 328 **Resolution 2022-14, Designating Dates, Times and Locations for Regular**
 329 **Meetings of the Board of Supervisors of the District for Fiscal Year 2022/2023,**
 330 **as amended, and Providing for an Effective Date, was adopted.**

331
 332 **THIRTEENTH ORDER OF BUSINESS** **Acceptance of Unaudited Financial**
 333 **Statements as of July 31, 2022**
 334
 335

336 Mr. Torres presented the Unaudited Financial Statements as of July 31, 2022.
 337

338 **On MOTION by Mr. Bennett and seconded by Mr. Noordstar, with all in favor,**
 339 **the Unaudited Financial Statements as of July 31, 2022, were approved.**

340
 341 **FOURTEENTH ORDER OF BUSINESS** **Approval of Minutes**
 342
 343

344 Mr. Torres presented the following:

- 345 **A. July 6, 2022 Organizational Meeting**
- 346 **B. August 10, 2022 Landowners’ Meeting**

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On MOTION by Mr. Noordstar and seconded by Mr. Bennett, with all in favor, the July 6, 2022 Organizational Meeting and August 10, 2022 Landowners' Meeting Minutes, as presented, were approved.

FIFTEENTH ORDER OF BUSINESS

Staff Reports

A. District Counsel: *KE Law Group, PLLC*

There was no report.

B. District Engineer (Interim): *Poulos & Bennett, LLC*

There was no report.

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

- **NEXT MEETING DATE: TBD**
- **QUORUM CHECK**

The next meeting is scheduled for October 12, 2022, unless cancelled.

SIXTEENTH ORDER OF BUSINESS

Board Members' Comments/Requests

There were no Board Members' comments or requests.

SEVENTEENTH ORDER OF BUSINESS

Public Comments

No members of the public spoke.

EIGHTEENTH ORDER OF BUSINESS

Adjournment

On MOTION by Mr. Bennett and seconded by Mr. Noordstar, with all in favor, the meeting adjourned at 3:41 p.m.

[SIGNATURES APPEAR ON THE FOLLOWING PAGE]

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Secretary/Assistant Secretary

Chair/Vice Chair

KELLY PARK

COMMUNITY DEVELOPMENT DISTRICT

STAFF

REPORTS

KELLY PARK COMMUNITY DEVELOPMENT DISTRICT

BOARD OF SUPERVISORS FISCAL YEAR 2022/2023 MEETING SCHEDULE

LOCATION

offices of Poulos & Bennett, LLC, 2602 E. Livingston Street, Orlando, Florida 32803

| DATE | POTENTIAL DISCUSSION/FOCUS | TIME |
|---|-----------------------------------|-----------------|
| October 12, 2022 CANCELED | Regular Meeting | 11:00 AM |
| November 9, 2022 CANCELED | Regular Meeting | 11:00 AM |
| December 14, 2022 CANCELED | Regular Meeting | 11:00 AM |
| January 11, 2023 CANCELED | Regular Meeting | 11:00 AM |
| February 8, 2023 CANCELED | Regular Meeting | 11:00 AM |
| March 8, 2023 CANCELED | Regular Meeting | 11:00 AM |
| April 12, 2023 CANCELED | Regular Meeting | 11:00 AM |
| May 10, 2023 <i>rescheduled to May 23, 2023</i> | Regular Meeting | 11:00 AM |
| May 23, 2023 | Regular Meeting | 8:00 AM |
| June 14, 2023 | Regular Meeting | 11:00 AM |
| July 12, 2023 | Regular Meeting | 11:00 AM |
| August 9, 2023 | Regular Meeting | 11:00 AM |
| September 13, 2023 | Regular Meeting | 11:00 AM |