

*Viera East Community  
Development District*

*Agenda*

*June 24, 2021*

# AGENDA

# *Viera East*

## *Community Development District*

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219 East Livingston Street, Orlando, FL 32801

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

June 17, 2021

Board of Supervisors  
Viera East Community  
Development District

Dear Board Members:

The Board of Supervisors of the Viera East Community Development District will meet **Thursday, June 24, 2021 at 7:00 p.m. in the Multi-Purpose Room, Faith Lutheran Church, 5550 Faith Drive, Viera, FL.** The call-in information for the meeting is as follows: **(267) 930-4000, Participant Access: 575-078.** Following is the advance agenda for the meeting:

1. Roll Call
2. Pledge of Allegiance
3. Public Comment Period – Items on Agenda
4. Approval of Minutes of the May 13, 2021 Board of Supervisors Meeting, May 27, 2021 Board of Supervisors Meeting, and May 27, 2021 Audit Committee Meeting
5. New Business
  - A. Review of Proposals and Selection of Firm to Provide District Engineer Services
  - B. Discussion of Restaurant
    - i. Review of Draft RFP
    - ii. Discussion of Current Vendor
  - C. Discussion of Bonus Program
  - D. Fiscal Year 2022 Budget Workshop – Golf Course Fund
6. Old Business
  - A. Brevard County Lake Planting Grant Update
  - B. Survey Monkey
  - C. Farmers Market/Craft Fairs at Woodside Park
  - D. Fire Management Budget/Fire Breaks
  - E. Action Items List
7. Staff Reports
  - A. General Manager’s Report
  - B. District Manager’s Report
    - i. Consideration of Requisitions #42 - 45
  - C. Lifestyle/Marketing Report
8. Treasurer’s Report – Consideration of Financial Statements
  - A. Approval of Check Register
  - B. Balance Sheet and Income Statement
9. Supervisor’s Requests
10. Public Comment Period – All Items
11. Adjournment

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

The fourth order of business is approval of minutes of the May 13, 2021 Board of Supervisors meeting, May 27, 2021 Board of Supervisors meeting, and the May 27, 2021 Audit Committee meeting. A copy of the minutes are enclosed for your review.

The fifth order of business is New Business. Section A is review of Proposals and Selection of Firm to Provide District Engineer Services. Copies of the proposals are enclosed for your review. Section B is discussion of restaurant. Section 1 is review of draft RFP. A copy of the RFP is enclosed for your review. Section 2 is discussion of current vendor. There is no back-up. Section C is discussion of bonus program. Correspondence is enclosed for your review. Section D is Fiscal Year 2022 budget workshop – golf course fund. A copy of the budget is enclosed for your review.

The sixth order of business is Old Business. Section A is Brevard County lake planting grant update. Section B is survey monkey. Section C is farmers market/craft fairs at Woodside Park. Section D is fire management budget/fire breaks. Section E is action items list. A copy of the list is enclosed for your review.

The seventh order of business is the Staff Reports. Section A is the General Manager's Report. Section B is the District Manager's Report. Section 1 is consideration of requisitions. Copies of the requisitions are enclosed for your review. Section C is the lifestyle/marketing report.

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

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

Sincerely,



Jason Showe  
District Manager

Cc: Brian Jones, District Counsel  
Rey Malave, District Engineer  
Tim Melloh, General Manager

# MINUTES

MINUTES OF MEETING  
VIERA EAST  
COMMUNITY DEVELOPMENT DISTRICT

The regular meeting of the Board of Supervisors of the Viera East Community Development District was held on May 13, 2021 at 7:00 p.m. at Faith Lutheran Church in the Multi-Purpose Room, 5550 Faith Drive, Viera, Florida.

Present and constituting a quorum were:

Rob Dale	Chairman
Pete Carnesale	Vice Chairman
Steve Colasinski ( <i>via phone</i> )	Treasurer
Paul McCarthy	Assistant Secretary
David Bedwell	Assistant Secretary

Also present were:

Jason Showe	District Manager
Tim Melloh	General Manager
Residents	

**FIRST ORDER OF BUSINESS**

**Roll Call**

Mr. Dale called the meeting to order at 7:00 p.m. Mr. Dale, Mr. Carnesale, Mr. McCarthy and Mr. Bedwell were present in person and Mr. Colasinski was present via phone.

**SECOND ORDER OF BUSINESS**

**Pledge of Allegiance**

The Pledge of Allegiance was recited.

**THIRD ORDER OF BUSINESS**

**Public Comment Period – Items on Agenda**

Mr. Showe: We are conducting a regular Board of Supervisors meeting for the purpose of conducting a rulemaking and rate hearing for the golf course. I talked with the Chair and we prefer to hold audience comments until the workshop. We are trying to hold this meeting strictly for the rate hearing, but we will open it up to any members of the audience who would like to provide comments. We will open it up during the workshop as well, but we can take any questions or comments at this time.

Resident (Jennifer De Vries, Durban Court): If it's specific about the rate hearing, is that okay?

Mr. Showe: Yes. There is a public hearing, so there will be audience comments on the rate portion.

Resident (Jennifer De Vries, Durban Court): Can I make my comments?

Mr. Showe: It's probably better to wait. That way it's conducted as part of the public hearing. If there are no other comments on this portion, we will proceed to the public hearing.

#### **FOURTH ORDER OF BUSINESS**

#### **Public Hearing**

##### **A. Consideration of Golf Course Rates for Fiscal Year 2021**

Mr. Showe: We need a motion to open the public hearing.

On MOTION by Mr. McCarthy seconded by Mr. Carnesale with all in favor the public hearing was opened.

Mr. Showe: The public hearing was advertised tonight for purposes of discussing the rates of the District. The one rate that was requested by the Board to change at this time, would be the Associate Membership, which is increasing from \$79 to \$99. That is the proposal. We can let Tim go through the rates.

Mr. Melloh: We are looking at increasing the dues for Associate Members by 25%, from \$79 to \$99. In the past 12 months, we sold 550 Associate Members that paid \$79, so an increase of \$20 would produce \$11,000 in revenue.

Mr. Dale: I thought there were 800 Associate Members.

Mr. Melloh: No. The second page will show you the sales that we had. There was actually 553 Associate Memberships sold. That is the most we have ever sold. It's normally around 490. At \$79, the 550 Associate Members produced \$43,687 in dues revenue, but the real meat of this program is what they paid in daily fees, which is \$295,000. So, when you add both of those together, we are looking at \$79 producing \$333,600 for Associate Memberships. *(There was a long pause while the Board waited for Mr. Colasinski to join the meeting).* The Associate Members produced 7,309 rounds of golf and \$333,600 worth of revenue. When you add in the 550 complimentary rounds, that brings the total rounds played to 7,862. Even with the free rounds, that's an average of \$40.43 per round of golf from the Associate Members. The \$11,000

could be wiped out if we had just a 4% drop in play because of the 25%. I'm just giving numbers, not expressing an opinion. We can do whatever we want, but it has been a very profitable program for us. I just don't want to raise the rates so high that we price ourselves out of the market.

Mr. McCarthy: Is this the highest bracket of revenue that we get from the Associate Membership per round?

Mr. Melloh: Yes. The Associate Membership is the highest dollar per round of golf, mainly because they average about 14 rounds of golf per year per member. Some play more and some play less.

Mr. Dale: Tim, I just want to add to that because we are going over what we covered at the workshop, but I want to point out that if an Associate Member gets a free round of golf, which is valued at \$55, you are talking about effectively paying \$24 for that Associate Membership, which spread over 12 months is \$2 per month. With they get are exactly the same benefits that a CDD member gets for spending \$700 per year in taxes. I just wanted to clarify that for the record since we are at the public hearing. I was actually hoping for a higher increase than the \$99 that we were going for, but the concession made at the workshop was that we would go to \$99. I don't think that's an excessive amount.

*Mr. Colasinski joined the meeting.*

Mr. Dale: Steve, Tim broke down previously that we have roughly 550 Associate Members that account for roughly 7,399 rounds.

Mr. Melloh: Yes and another 550 complimentary rounds.

Mr. Dale: The point that I was just making was at \$55 for the free round that they get with the Associate Membership, if you subtract that from \$79, that's \$24. It costs an Associate Member \$2 per month. The money that we would be generating in additional revenue is roughly \$11,000 to \$12,000 in revenue. I don't think we are going to lose people over a \$20 increase. I think actually even at \$99, we are a little underpriced.

Mr. Colasinski: Annually that's very small for an annual increase. My dues got raised \$10 a month this year with the club that I belong to. That wasn't bad.

Resident (Jennifer De Vries, Durban Court): That's \$3.66 per month with the \$99 rate. Right?

Mr. Colasinski: \$20 per year is not an excessive amount.



Mr. Dale: Yes. The Associate Member then gets the same discount and benefits that a CDD member gets who pays close to \$700 per year in taxes. So, I don't think that's an excessive increase for Associate Members.

Mr. Colasinski: No.

Mr. Bedwell: A CDD member gets a 25% discount, not 20%.

Mr. Dale: Okay.

Mr. Bedwell: In the pro shop, it's similar.

Mr. Dale: Right. Thank you for clarifying that. I was afraid to throw that one out because I didn't want to get that backwards.

Mr. Bedwell: I don't think the same. Let me give you my perspective. In the marketing world, this product is what we call a price sensitive product. We don't know when it's going to drop off or when people quit paying. I stood out in the pro shop and watched Dennis or somebody sell this product and say, "*You pay \$79, but I see that you are not an Associate Member. If you pay \$79, you get a free round of golf. When you come back the second time, you get a 20% discount, which then makes up the other \$13 and you break even.*" The further you get away from that calculation, it's an easy sell. If it starts taking three, four or five rounds of golf to break even, you are going to lose people in my opinion. This is a price sensitive product.

Mr. Colasinski: Tim, in my opinion, Duran is \$69, Baytree is \$58 and Savannah is \$59.

Mr. Bedwell: We should be thanking them. This is war. We try to take offers away from Baytree, Suntree and Duran and they are trying to take them away from us. That is my background folks. This is a price sensitive product. I can't tell you, but I know there is a point when they say, "*Nah, I'll think about it.*" It is so easy to sell right now.

Mr. Colasinski: That's not an excessive amount, \$20 for an entire year.

Mr. Bedwell: You are missing the point, Steve. It's when they reject and say, "*No, I'll think about it.*" It's a price sensitive product.

Mr. Colasinski: I hear your point. If that's the criteria they use, then they probably are not going to sign up anywhere.

Mr. Bedwell: You can't break away from the other golf courses. Why would we raise prices when they are less than us? How do you win that game?

Mr. Dale: First, I don't think it's a game.

Mr. Colasinski: We are not going to do it by being the cheapest one.

Mr. Dale: I don't think we do it by being the cheapest. I understand where you are coming from, Dave. In the business world, they call it the Law of Diminishing Return. What I want to remind the Board is what we also have to consider is we have a fiduciary responsibility to this CDD. What we should be charging for a product is what the product is worth. In other words, if someone gave me a new car, I don't sell the new car for \$100 because it was given to me. I sell that car for what it is worth. It's the same principle when we are talking about the Associate Membership. We may lose a few people.

Mr. Bedwell: Why is Duran and Baytree much less? If what you just said is true that we are supposed to be making money, what are they doing?

Mr. Colasinski: Have you seen the quality of Baytree lately?

Mr. Dale: There you go. That's part of the quality issue. I heard similar comments when we talk about the GPS, when we talked about adding a cart fee and when we were talking about some of the other things. I have been told all of these doom and gloom things. I'm not picking on you. I heard that from other people. We just had the two most profitable months we ever had. What I also have to factor in is I'm a Financial Advisor and on Wednesday we had the Consumer Price Index (CPI) numbers come out. CPI is inflation. Year-over-year, depending on which CPI you are talking about, it was either a 4% or 3% increase year-over-year from this point last year. What is happening is the cost of seed is going up. The cost of gas is going up. The cost of everything is going up. On top of all of that, we are trying to get this golf course to become self-sufficient and we are not going to do it by not charging market rates for our services. I think the market rate for this service is \$99. I actually think it's higher, but I was willing to concede with you guys. As you recall at the workshop, I wanted \$139, but I got some pushback.

Mr. Bedwell: That would be a bad program. You are willing to risk some loss from the \$333,000 for an \$11,000 gain. Is that what you are telling me?

Mr. Dale: Yes because I don't think there is going to be a loss.

Mr. Bedwell: In my 25 years of experience, this is a price sensitive product. I stood out there in the pro shop and watched it selling. It is a quick easy sell. As you get further away from playing two, three, four rounds to break even, there are going to be people saying, "*I'll think about it.*"

Mr. Colasinski: Should we reach out to people who have higher disposable personal income? You'll find that in their opinion, \$20 is no big deal.

Mr. Bedwell: That's fine. You have the votes. I'm just telling you that I don't understand how this would be successful. The other point that I wanted to make, we didn't do this to make money on this product. Each golfer has a budget for the year in their head of what they are going to spend. We were trying to get more of that budget. In other words, play more here than playing at Duran or Baytree, not, "*Oh, we are going to come up with a program to make money on.*" That's not where we are going to make the money. It's not \$43,000. It's the other number, the big number.

Mr. Dale: I understand.

Mr. Bedwell: It is to get the people to play here more. It's the same thing that Duran and Baytree are doing. That's why they have the program. It's not to make money.

Mr. Dale: Right now, filling the golf course isn't an issue for us.

Mr. Colasinski: No, that's because of the Corona virus.

Mr. Dale: I'm not convinced that is the only reason.

Mr. Carnesale: I've spoken to at least three to four people coming off of the golf course. Two of them were new and two of them were here for a while. They all seemed to be here because of the quality of the golf course.

Mr. Bedwell: I agree.

Mr. Carnesale: Okay?

Mr. Bedwell: That's why you win.

Mr. Carnesale: I'm just saying that I asked, "*Hey, did you have a good game? What do you think of the golf course?*" Without them knowing who I am. Because if you tell them who you are, you know that you are going to get a positive response. That's stupid. Alright. So, I'm just saying try and compare rate equivalencies and make them equal when the quality of the golf courses are not equal. That is rough to do too.

Mr. Bedwell: The confusion is Duran's list price to play golf is higher than ours, yet they charge less.

Mr. Carnesale: Not true.

Mr. Bedwell: I'm talking about the published list price, the rack rate. Is that on the computer?

Mr. Carnesale: Duran is cheaper than Viera East. I just played there last week.

Mr. Bedwell: You may have gotten a discount. I'm talking about the published rate.

Mr. Carnesale: I walked in and played. That is my discount.

Mr. Bedwell: My suggestion based on my experience would be to approve these rates in October or November. Jason, when are going to actually vote on it?

Mr. Showe: The Board will consider the rules and rates in late August along with your budget hearing. So, you would have another opportunity at that point.

Mr. Bedwell: I suggest you raise it to \$89 and see what happens in the next four months. If nothing happens, then we go to \$99.

Mr. Dale: I'm not comfortable. I already made the concession from \$139 to \$99, which I thought was generous.

Mr. Bedwell: In the last four years, the golf course has been independent. It has made a profit every year. Does everyone understand that?

Mr. Dale: No, it has not made money.

Mr. Colasinski: No.

Mr. Dale: We lost a tremendous amount of money.

Mr. Colasinski: Not enough to be self-sustaining.

Mr. Dale: That is the whole gist behind all of the little pieces of the puzzle that we have been trying to put together for the last six months.

Mr. Melloh: That's where the \$250,000 number that I constantly throw out where we need to have that not in revenue, but in profit. We can have all of the revenue in the world, but it doesn't make one iota of difference if our expenses exceed that.

Mr. McCarthy: Our expenses haven't gotten past that.

Mr. Dale: We made \$18,000 last year. Actually, I would question even that because of the fact that the CDD receives in \$30,000 to \$40,000 in contributions to the golf course before the year even starts. Then you throw in the fact that we don't have capital reserves to take care of greens and bulk heads, seed and all of things that we had to use a bond for. That is millions of dollars. That is the analogy I always use where you say, *"Yeah, I can afford the house, but I can't afford to repair the roof or buy appliances or fix the air conditioner."*

Mr. McCarthy: I have it right here. In 2020, there was a profit of \$18,890.

Mr. Colasinski: How do you sustain a golf course with \$18,000 a year?

Mr. McCarthy: You can't, Steve. There is no question about that.

Mr. Colasinski: Exactly. There is sufficient revenue to exceed expenses so we can make the golf course self-sustaining.

Mr. McCarthy: We understand that the golf course is self-sustaining at this particular point for the last four years.

Mr. Carnesale: No, it's not.

Mr. Colasinski: No, it isn't. When we need to reinvest with infrastructure, we will not have the money. When we need to improve infrastructure, we won't have the money.

Mr. Dale: Exactly. We won't have money for greens or bulkheads the next time around or any of the major expenditures, such as the sprinklers. That's because the golf course does not make money. Every 10 years, we have to come up with millions of dollars, the capital expenditures. Those are the things that we should be saving for. That's why we need that extra revenue on an annual basis, to be able to start to build those pots of money up. That's something we haven't done for most of the time that this golf course has been around.

Mr. Carnesale: Basically, all of the actions we have been taking have been with the intention of getting each entity that we have to the point where it becomes profitable on its own without raising taxes/assessments on the people that elected us into office. So, if you don't want to raise the money here, you have to raise it somewhere.

Mr. Bedwell: I know. I'm through. I said my peace.

Mr. Dale: I wasn't trying to cut you off, Paul.

Mr. McCarthy: That's all right. I understand.

Mr. Bedwell: I agree with you that the golf course is not self-sustaining if you say that you have to operationally make money plus make enough money for reserves.

Mr. Dale: Right.

Mr. Bedwell: But I don't know what percentage of golf course in the United States are doing that other than very high-end private golf courses where they can send invoices to the members.

Mr. McCarthy: The golf course is 27 years old, which is the life of a bulkhead, the life of a sprinkler system. That's why they are failing.

Mr. Dale: I understand. That's why we need to start building up those pots of money to be able to take care of that and artificially keep prices low or not charge fair market rates. That's what I'm talking about when I say that we have a fiduciary responsibility to the people in this

District to charge a fair price for our goods and services and then build up the reserves and run the golf course as a true business.

Mr. Bedwell: If the General Manager for those three golf courses were sitting here, we would appreciate this. I would. Go to \$139, Rob.

Mr. Dale: I hear you.

Mr. Colasinski: We talked about \$99 and that's what we are going to stay at.

Mr. Dale: I hear you, but I disagree with you.

Mr. Bedwell: Okay. Fine.

Mr. Showe: Is there any other Board discussion?

Mr. Bedwell: No.

Mr. Showe: Then we will open it up for public comments. Please state your name and address and keep your comments to three minutes.

Resident (Jennifer De Vries, Durban Court): I've been listening to this discussion with great interest. I am a businessperson myself. I run a small business. I know what you are talking about. The other golf courses around here are \$59 or \$69. What I would like to suggest is perhaps you change the rate because when you are in a price sensitive market, one of the things that can set you apart is changing the business model. So, what I would like to suggest is that maybe you sell all of these businesses. I work with software. We sell software as a service. You sign up, give them your credit card, they charge \$49 a month on your credit card and you get 12 rounds of golf per year. Then you are a member. Plus, if you sign up for that, you get special programs, discounts, whatever, but it doesn't have to be a yearly fee with a discount like everybody else does. Can it be something different? So, I would just like for the Board to think about that, if there is a different way to think about this and maybe set Viera East apart.

Mr. Bedwell: So, you are saying charge monthly?

Resident (Jennifer De Vries, Durban Court): Yes, charge monthly and you get one round a golf per month, just like you get one massage a month or you get your software for a month. So that is my suggestion.

Mr. Dale: Thanks.

Resident (Jim McSeveney, Heron's Landing): I agree that it should go higher than \$99 because when you look at what the residents are paying into the CDD, that \$600, it is not fair to them. They should get 5% less. Even in your program now, they are able to track their scores and

that costs the CDD residents money. That's free to them. So, if you look at that number, you are getting a round for \$30. That is not the right price. If you are making comparisons to Baytree and Duran, those are public golf courses. They are not supported by people that are giving you money. Their programs are totally different. There is no free round at Baytree. Okay? It's a whole different game that you are playing. This is a municipal golf course where you have people pay. If they are not going to give the residents the best deal, why are you getting somebody else a better deal? I don't understand why you would do that to all the people that are paying. They are getting a better deal and you have no way of knowing. You have no data to tell you if you take this to \$160 or \$150, what's going to happen? There is no data out there to prove anything. You might do better when you get that price. They might play the same amount and making 20% more. I believe it should go higher, maybe \$130, \$140 or \$160. \$99 is still too low. That's it.

Mr. Dale: Thank you.

Resident (Tim Bianchi, Auburn Lakes): You guys were elected to make the golf course self-sufficient and you are trying to do the work. I'm not sure why you don't want to support that. We've had special assessments just to fund the golf course.

Mr. Bedwell: Correct.

Resident (Tim Bianchi, Auburn Lakes): So how can you sit there and say that the golf course is self-sufficient when we have been still paying the special assessment on the golf course. I'm flabbergasted by this. You have no plan to make it self-sufficient. Why don't you get on board and help us out?

Mr. Bedwell: We improved the golf course so we beat the competition.

Resident (Tim Bianchi, Auburn Lakes): There is no competition. I don't want to play Viera East every week.

Mr. Bedwell: Okay. That's your comment.

Resident (Tim Bianchi, Auburn Lakes): My problem is that you are a Board Member. I'm a resident and I'm paying the dues just like everybody else and I'm trying to tell you that she's trying to give you a different business model, which I think is awesome, but you have no plan. You are just telling us the doom and gloom of what comes out of this. I support what you are doing. I'm with him, raise it higher if you can, but you guys agreed to \$99, so go with \$99. Four months from now, raise it again.

Mr. Dale: Thanks!

Mr. Bedwell: The only way you win is having a better golf course.

Resident (Jennifer De Vries, Durban Court): I don't know if that's true.

Resident (Tim Bianchi, Auburn Lakes): That's not true.

Mr. Bedwell: Do you think Apple wins because they have a less expensive iPhone? What are you talking about?

Resident (Tim Bianchi, Auburn Lakes): There are other phones that are just as qualified as the Apple phone. Your analogies are not proper for that we are trying to do. We are trying to make the golf course self-sufficient, which you already acknowledged it is not.

Mr. Bedwell: I know.

Resident (Tim Bianchi, Auburn Lakes): This is how you do it.

Mr. Bedwell: I was trying to get there. The assessment was to do the projects that make this golf course so much better. We can charge higher rates and get more people to come here. That's my way of building reserves and not cutting costs. I'm sorry, but that's philosophy.

Resident (Tim Bianchi, Auburn Lakes): That's why you are on the Board.

Mr. Bedwell: I want the same end goal.

Mr. Dale: Alright guys. Do we have one more comment?

Resident (Jim McSeveney, Heron's Landing): No. I think you need to limit this to three minutes.

Mr. Dale: I agree.

Resident (Tim Bianchi, Auburn Lakes): I agree.

Resident (Jennifer De Vries, Durban Court): I agree with these gentlemen. I paid \$700 a year for residents of Viera East and somebody gets almost the same benefits by paying \$79. That irks me. That is another reason. I think the business model needs to change. I think there needs to be a bigger commitment.

Mr. Dale: Okay. Thank you.

Mr. Bedwell: I suggest keeping it at \$79 and eliminate the free round of golf. Pricing closer to Baytree and Duran is something else we can do. You might want to think about it.

Mr. Dale: Is that something you would support?

Mr. Bedwell: I would support that.



Mr. Showe: That is an option the Board could consider tonight. We advertised that rate at \$99, so if that is a function of the price, you can go lower at the rate hearing. You couldn't go higher than \$99. You could make that change tonight.

Mr. Dale: And just do away with the free round?

Resident (Jennifer De Vries, Durban Court): Or do a \$20 round. So, we would still pay \$99.

Mr. Dale: I wouldn't want to do away with the free round altogether.

Mr. Bedwell: In the world that I lived in, we were competing against competitors that get too far away from their pricing.

Mr. Dale: Steve, what do you think of that option; instead of \$99, keep it at \$79, but eliminate the free round?

Mr. Colasinski: What revenue are we getting from the free rounds?

Mr. Dale: It is a round that they are now going to have to pay for or which would be at a higher rate than the \$20 increase.

Mr. Colasinski: I'm not opposed to that.

Mr. Dale: I have to admit, it's something that I can live with.

Mr. Bedwell: That would probably be the way to go. That's me. I'm just trying not to get too far away from our competitors in pricing.

Mr. Dale: Right. I think the net effect of that would actually be even more revenue for the golf course.

Mr. Carnesale: Assuming that those people play the same number of rounds. That's what it comes down to. You don't know. It's apples and oranges that we are comparing.

Mr. Dale: We have four months to check it out.

Mr. Bedwell: We can do it in four months.

Mr. Dale: In four months, you will know.

Mr. Bedwell: Jason showed me, when you look at the prior month and the prior year, he can compare between last year and this year to say, "*Hey, something dropped off.*"

Mr. Carnesale: We also have to remember that type of membership is spread out throughout the year. It's not that everybody is due at the same time.

Mr. Bedwell: Right.

Mr. Carnesale: So, it's going to be a little harder to figure in terms of where you are standing in terms of what you did.

Mr. Bedwell MOVED to keep the golf course rate for Associate Member at \$79 and remove the free rounds of golf and Mr. McCarthy seconded the motion.

Mr. Dale: Is there any discussion? The only thing that I'm going to say is I can live with that one. That is the middle ground.

Mr. Bedwell: We have four months to look at it.

Mr. Dale: I could live with that. The main thing is that I want to see more revenue for the golf course.

Mr. Bedwell: You can raise it \$89, keep the rounds off and raise the rate.

Mr. Carnesale: You can drop that now and six months down the road or bring it up in small numbers so that does not have a monstrous impact on the people.

Mr. Showe: It will cost a couple hundred dollars to advertise the rate hearing. For the most efficiency, you want to try to capture all of that at the same time. I'm not saying that you can't do your plan, but there is a cost to advertise.

Mr. Dale: We will discuss it during our workshop. Does the Golf Course Manager have a comment?

Mr. Melloh: We talk about where we want to set ourselves apart, but yet we take the GPS off of the carts to save \$8,400. Will that set us apart? I don't know.

Mr. Dale: It was not \$8,400. I look at that year-over-year and what we paid for GPS last year was \$12,000 to \$15,000. I get that they reduce their rate, but they reduce their rate because of the threat of doing away with the GPS altogether.

Mr. Melloh: You are asking me a question and I'm just telling you that my personal opinion is that we are trying to set ourselves apart here. Yes, Baytree, Duran and Savannah don't include free rounds of golf. We do. That is what sets us apart. We could harm ourselves, if it's something too drastic, but that's just my opinion.

Mr. Dale: I understand.

Mr. Melloh: I will do whatever you want to do. That's what I'm here for.

Resident (Jennifer De Vries, Durban Court): Duran includes two free rounds of golf, one on Par 3 and the other on the golf course.

On VOICE VOTE with all in favor keeping the golf course rate for Associate Member at \$79 and removing the free rounds of golf was approved.

Mr. Showe: We need a motion to close the public hearing.

On MOTION by Mr. McCarthy seconded by Mr. Carnesale with all in favor the public hearings were closed.

- **Public Comment Period – All Items (Item 6)**

Mr. Showe: Do you want to take public comments now before you go into the workshop?

Mr. Dale: Yes, let's go ahead and do that in case we have items that are off subject.

Mr. Showe: We can take any other public comments on any items. We received a request from Mr. Tim Bianchi.

Resident (Tim Bianchi, Auburn Lakes): I sent an email to the Board saying that the mirrors we purchased have connectors. I don't know who the logistics person is for the CDD, but that was not a good purchase for us because they are going to snap off when the heat dry rots them. So, we are going to have to look for new mirrors. They are already dropping just from the wind. When I'm running, I'll push them back up. Additionally, there is a washout that I brought to the Board's attention at the Osprey walkthrough. We used golf course material, divot filler and now we are using shells. Is there a long-term fix for that because this is going to keep happening? We are going to need some engineering analysis. If you look at what is going on, the whole earth is falling in on it and it's going to fall at one point because there's no structure to hold it up other than cement.

Mr. Melloh: Where is that again?

Resident (Tim Bianchi, Auburn Lakes): Osprey at the Clubhouse.

Mr. Melloh: I remember talking about the cracked concrete there.

Resident (Tim Bianchi, Auburn Lakes): That still hasn't been fixed.

Mr. Melloh: We were trying to get the person doing our dog park.

Resident (Tim Bianchi, Auburn Lakes): This is where the waterway rolls into the conservation going towards Murrell Road. You better look at it.

Mr. Dale: Is that the section that Ed wanted us to look at?

Mr. Melloh: Yes. There are sections that we wanted Mr. Dave Bell to fix.

Mr. Dale: You are talking about the two in Woodside. Right?

Mr. Melloh: There are some in Woodside, but we have a couple of other spots too.

Mr. Dale: That's what I'm talking about.

Mr. Melloh: We have a few spots down Murrell Road.

Mr. Dale: You heard what happened today, didn't you?

Mr. Melloh: I did hear that.

Mr. Dale: Our contractor already had a torn tendon and had trouble walking. Then he tripped over his son's toy and he had to have surgery on both legs. He's walking around on a walker right now. I think he's far enough past surgery that things will start getting back to normal.

Resident (Tim Bianchi, Auburn Lakes): Somebody put shell in the hole because it could end up being a safety hazard. It's right on the sidewalk and the kids go to school there. It was fairly large, but I encourage the Board Members or Tim to get over there and look at it, but where the concrete has been set up where water flows through, it's already caved in. There is a massive hole. You just know that underneath there it is all eroded.

Mr. Melloh: How far down the path are we talking about?

Resident (Tim Bianchi, Auburn Lakes): You can see it from the Clubhouse.

Mr. Melloh: Is it where the railing is?

Resident (Tim Bianchi, Auburn Lakes): Oh yeah. It's right in the middle. I'm surprised your guys haven't gone over there. He did fill it, but it was gone after the first storm. Now with the used shell, I put my foot on it and it started to sink. You are going to need to have an engineer look at what is going on underneath because it is going to collapse and you are going to have a major issue.

Mr. Melloh: So, I guess that we need to have the Board approve the engineer to come out and take a look at it. We have been having some engineering issues, but again, beyond filling it in with material, I don't know what else there is to do except having an engineer take a look at it.

Resident (Tim Bianchi, Auburn Lakes): You are filling in a safety issue, but in the long term, it is going to collapse. When it does, you are going to have no water flowing in that lake and it's going to backup.

Mr. Dale: It's right where the rail is.

Resident (Tim Bianchi, Auburn Lakes): So, the rail comes all the way around. It's about mid-way down. You can't miss it. It has a grade on it. You will see where I'm talking about. Steve knows exactly where it is because we walked down together. So, the mirrors need to be changed out. The plastic piece is not going to last. They are already falling. I need the engineer to take another look at it.

Mr. Dale: Alright.

Resident (Tim Bianchi, Auburn Lakes): There are ways to fill it. We did it out at KFC. We had a similar issue where we had a wash away. There is a way to fill it. It is not uncommon, so it's not going to be super pricy. That's all I have.

Mr. Dale: Thank you. Anyone else?

Resident (Jim McSeveney, Heron's Landing): Thank you for putting barricades between Heron's Landing and Auburn Lakes on the path. I ask that you please go out there and look at the concrete to see if it lifted or if there are cracks. I tripped out there yesterday. I was getting out of the way of a bicycle and had to go through the edge. A lot of the edges have all kinds of lifts in places. With the concrete where you can trip and fall, it's a liability if somebody falls out there and trips. So, I ask you to go and fix that and take care of that. It's the section between Heron's Landing and Auburn Lakes. Some of it might need to be ground down. Some of it might need to be cut up in small sections and replaced.

Mr. Dale: Okay.

Resident (Jim McSeveney, Heron's Landing): The second item is the dog park. It is going to be great, but I ask that you look at the restrooms. It is going to be a quality facility with at least substandard restrooms and maybe even less, especially if you are talking about putting trucks in there and having some kind of events. Those restrooms aren't anywhere near what's needed for what you are planning on doing down there. I was down there the other day and it was like, *"This looks great, but what happened to this?"* Why are we doing this piece right here.

Mr. Dale: I would throw the golf course into that mix.

Resident (Jim McSeveney, Heron's Landing): The third thing is I know that you are doing this plant restoration and where you want to put it. When I was down to where that location is, that location looks like it was restored with bollards a couple of years ago. So why are you putting it in that location if you already fixed it?

Mr. Melloh: This planting isn't for the shore. It is for the littoral shelf, which sits about six or seven inches under water and goes out about three or four feet.

Resident (Jim McSeveney, Heron's Landing): I think the idea that you are not going to have to do any of that other kind of restoration is supposed to help it?

Mr. Dale: This isn't so much a restoration issue. This is more of a filtering and maintaining the shoreline. The gist of the littoral shelf is we try to get a 10-foot swath of whatever plants are used in that process. They have done all of these studies that find that the plants wind up acting essentially as a filter for the water. It helps with oxygenation of the water. It helps with algae issues in the water. So, it's not so much a shoreline restoration issue. It's more for the quality of the water. It does both.

Resident (Jim McSeveney, Heron's Landing): Why not do it at a location that has not been touched with the other shoreline restoration? Why pick that location? Pick a location that is natural and hasn't been disturbed.

Mr. Dale: The primary reason is we want people to be able to see it. There is an educational component of this process. The intent is to roll that out to some of the neighborhoods like Bayhill and some of the homes in Heron's Landing. We discussed at length at the last workshop that what happened in the past is people pick on Bayhill. As an example, they want nice pristine grass to the water's edge and then what winds up happening is you get all sorts of algae blooms. We wind up with midge problems over in the golf course. So, it helps with quite a number of problems.

Resident (Jim McSeveney, Heron's Landing): I understand what you are saying. Why not pick a pristine location that hasn't been touched? If you want to do the education, you are going to have the education confused because they have already seen that the back has been restored. If you say that you are going to put this in there, people are going to see that it has been restored. Is that a part of the project? You are going to have to explain that is not part of what you want to do. Why not pick a pristine non-touched location and do it?

Mr. Melloh: We have three other locations that we are doing a sampling of. We have four locations in total.

Resident (Jim McSeveney, Heron's Landing): Okay.

Mr. Melloh: The primary reason for those plantings is to show how these plants filter out nitrogen and phosphorus. The secondary reason would be lake bank erosion. As Rob pointed out, we wanted a spot that was highly visible so people could come and see it. A perfect example is in your neighborhood. People love that pristine look like Rob was saying of the St. Augustine grass right on down to the crystal clear water's edge. The people in your subdivision lose their minds when there is a little bit of spatterdock and they are not going to want their backyards looking like what this is going to end up looking like. We want them to be able to see this and see what it looks like. So, what these people are saying is, "*We don't care about the environment. We care about the look of our yard and let all of the phosphorus and nitrogen from our yard end up in the lake,*" which causes dead zones at the bottom, fish kills and midges.

Resident (Jim McSeveney, Heron's Landing): I'm not against the program. That's not what I'm talking about. Just what you are saying, people are going to look at where it is and see the shoreline and are going to think that's part of the entire project. You are not educating them on what it's really intended to be, a pristine location. Pick a location that is highly visible. That's what you want to do.

Mr. Dale: You just nailed it right there, Jim.

Resident (Jim McSeveney, Heron's Landing): Don't pick one that has already been done.

Mr. Dale: Where is the location where everybody is going to see it?

Resident (Jim McSeveney, Heron's Landing): You are going to confuse people with the idea. They are going to see this and see that it is being restored. Why are you showing them the education? That is not the education you want to show them. You want to show them a pristine location that has not been touched. I will say no more. Do what you want.

Mr. Melloh: The good news is that Brevard County is getting a grant to do education and there will signs there. The primary part about this education is the filtering of the phosphorus and nitrogen. Not so much the lake bank restoration.

Resident (Jim McSeveney, Heron's Landing): Education is what you see, also. That is the first thing you are going to see.

Mr. Dale: Jim, I hear what you are saying and I'm not opposed to it. I'm drawing a blank trying to come up with an alternative where people are going to see it. Do you know what I'm saying?

Resident (Jim McSeveney, Heron's Landing): You are going to see something different than what you are intending on for the future. You are going to lose part of your education by what they initially see, which is something different than what you really want it to look like.

Mr. Dale: I don't want to end this conversation, but for the sake of the meeting, we have to. I would like to continue the conversation with you, but I want to understand some areas. Maybe together by brainstorming, we can come up with some other alternatives.

Mr. Carnesale: Where you want to put it hasn't been addressed in terms of what you are saying. That is just as accessible to the public to do the education now. So, it has to meet both criteria in order to meet your statement. I'm not saying that you are wrong. I'm just saying that it would have to meet that requirement as well.

Resident (Jim McSeveney, Heron's Landing): Sometimes two visual things.

Mr. Carnesale: That's why I said that's not wrong.

Mr. Dale: Do we have any other public comments?

Resident (Jennifer De Vries, Durban Court): I just want to say that I love seeing what's happening at Woodside Park and the bourbon tasting and all of the things you guys have been doing lately. Kudos to you. Thank you.

Mr. Dale: Thank you.

Mr. Showe: Is there any other public comment? Hearing none,

## **FIFTH ORDER OF BUSINESS**

### **Supervisor's Requests**

Mr. Showe: Are there any Supervisor requests?

Mr. Carnesale: Where are we with the engineer? Did we get any new proposals?

Mr. Showe: No.

Mr. Carnesale: Now it becomes a matter of how long do we want to wait? What I'm afraid of is with all of the things that are happening nationally, I'm looking at massive inflation happening within the next year. The dollars we have now will not be worth anywhere near that amount a year from now. So, the fear of waiting too long to get an engineer in place, we will



wind up doing it at a lesser cost, if the prices go up tremendously because of inflation. Basically, if you look at any of the financial people, they all project inflation to continue to rise.

Mr. Showe: I will note that the District has a current engineer. They haven't submitted a resignation. They are continuing to perform the services under our contract.

Mr. Carnesale: There are things that we want done. We don't have anybody that is willing to come on board. It might not be a choice of whether we use the one that is in place. That may be our only choice because that one is already there and we don't have anybody else offering to come on board.

Mr. Dale: I still have other people that I'm in the process of discussing.

Mr. Showe: I'm still checking with all of the vendors that we work with. Most of them are so buried in work that their main concern is keeping the quality of their work up. This is a large District, not a typical CDD. This District has an extreme amount of infrastructure so it is a large amount of work for a firm. With everything else going on in the industry right now, they want to make sure that they keep their clients.

Mr. Carnesale: With that in mind, I would like to set a timeline where at some point we say, "*Hey, if we haven't got it, we have to go with what we got.*"

Mr. Showe: You will actually go with what you got until you find another one essentially.

Mr. Carnesale: I'm thinking in terms of some of the new projects we want to do that we want to put off because we want to give those to the new engineer.

Mr. Dale: We are not putting them off. We have a timeframe of January.

Mr. Carnesale: We postponed those to the following year. My fear is that the course factor will be going up immensely in the meantime.

Mr. Dale: We already had a timetable that he recommended and I think we were all in agreement.

Mr. Showe: The biggest cost right now that we are seeing is supplies. It is really just a matter of getting supplies here. So, in six months, that issue may have been resolved. There may not be as many issues with getting supplies. You can't bid something like that out that is so material intense far much earlier than you planned to do the project.

Mr. Dale: I understand what you are saying. That ties into my CPI comment from earlier, but a lot of the damage has been done.

Mr. Carnesale: I see it go up every month as we go forward.

Mr. Dale: Yes, but you are not talking about astronomical numbers. You are talking 3% year-over-year.

Mr. Bedwell: Jason, there seems to be some confusion so I want to strengthen myself out. Was the current District Engineer responsible for giving us the quote that we missed by a mile?

Mr. Showe: He was not responsible for giving you that quote. The new District Engineer would be responsible for creating the scope of the bid, which gets you pricing from qualified vendors.

Mr. Bedwell: The District Engineer's job was to evaluate the company to see if they were capable of doing the job. Right?

Mr. Showe: Yes and to create the bid package.

Mr. Bedwell: He wasn't responsible for the price. Correct?

Mr. Showe: He wasn't solely responsible for the budgeted amount that was placed in the Engineer's Report.

Mr. Bedwell: That's okay. I want to move on.

Mr. Dale: Are there any other Supervisor requests?

Mr. Bedwell: I would like to make a request. There is a Marketing Committee made up of Tim. I would like to join if I could.

Mr. Dale: They had a meeting on the 28<sup>th</sup> that I just sat in on. I actually kind of like that idea if no one else has a problem.

Mr. Bedwell: Okay. Just let me know when they are meeting, Tim. That's all I have.

Mr. Dale: I just sat there and listened.

Mr. Bedwell: I have a hard time listening, but I'll try.

Mr. Dale: You have good input. You have a lot of good ideas.

Mr. Bedwell: That's my background. I can always throw out ideas.

Mr. Carnesale: The reason for having those meetings and the groups is to get various opinions. It's not going to hurt for you to join that with a different perspective. That's a good thing. Not a bad thing.

Mr. Bedwell: Okay. I just thought I would add some value.

**SIXTH ORDER OF BUSINESS**

**Public Comment Period - All Items**

This item will be discussed at the workshop meeting.

**SEVENTH ORDER OF BUSINESS**

**Adjournment**

On MOTION by Mr. Bedwell seconded by Mr. Carnesale with all in favor the meeting was adjourned.

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Secretary/Assistant Secretary

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Chairman/Vice Chairman

MINUTES OF MEETING  
VIERA EAST  
COMMUNITY DEVELOPMENT DISTRICT

The regular meeting of the Board of Supervisors of the Viera East Community Development District was held on Thursday, May 27, 2021 at 7:00 p.m. at Faith Lutheran Church in the Multi-Purpose Room, 5550 Faith Drive, Viera, Florida.

Present and constituting a quorum were:

Rob Dale ( <i>via phone</i> )	Chairman
Pete Carnesale	Vice Chairman
Steve Colasinski	Treasurer
Paul McCarthy	Assistant Secretary
David Bedwell	Assistant Secretary

Also present were:

Jason Showe	District Manager
Tim Melloh	General Manager
Michelle Webb ( <i>by phone</i> )	Lifestyle Coordinator
Residents	

**FIRST ORDER OF BUSINESS**

**Roll Call**

Mr. Showe called the meeting to order at 7:00 p.m. Mr. Colasinski, Mr. Carnesale, Mr. McCarthy and Mr. Bedwell were present in person and Mr. Dale was present via phone.

**SECOND ORDER OF BUSINESS**

**Pledge of Allegiance**

The Pledge of Allegiance was recited.

**THIRD ORDER OF BUSINESS**

**Public Comment Period – Items on Agenda**

Mr. Carnesale: At this point, it's the public comment period, but it's only for items on the agenda.

Mr. Showe: I have one from Claire, but I don't think her item was on the agenda.

Mr. Carnesale: Was there anyone who had anything that they wanted to say regarding an item that's on the agenda?

Mr. Showe: We will have another audience comment period at the end of the meeting.

**FOURTH ORDER OF BUSINESS**

**Approval of Minutes of the April 22, 2021 Meeting**

On MOTION by Mr. McCarthy seconded by Mr. Colasinski with all in favor the Minutes of the April 22, 2021 Meeting as presented was approved.

**FIFTH ORDER OF BUSINESS**

**New Business**

**A. Consideration of Resolution 2021-04 Approving the Proposed Budget for Fiscal Year 2022 and Setting a Public Hearing**

Mr. Showe: I can walk the Board through this resolution. The resolution does several things for the Board. First, it approves a Proposed Budget, which will be attached to this resolution as Exhibit A. It will include any changes that you decide to make to the Proposed Budget. It also sets your public hearing for August 26<sup>th</sup> at 7:00 p.m., which is your regular August meeting. It also directs us to transmit it to Brevard County and the City of Rockledge, which is required by the Florida Statutes. Once you approve, it will be posted on your website, which is also required by the Florida Statutes.

Mr. Bedwell: This is not the budget we are going to transmit to the city and county.

Mr. Showe: The Proposed Budget will be transmitted. Whatever the Board approves today as proposed will be transmitted.

Mr. Bedwell: Even though we modify it later?

Mr. Showe: Correct.

Mr. Bedwell: This says only 60 days prior to the hearing.

Mr. Showe: Right. We send it when it's completed so it doesn't get lost. I'm pretty sure for the most part, it just goes into a drawer somewhere at the county. I don't think they review or do anything with them. That is part of what the Florida Statutes require.

Mr. Bedwell: Okay.

Mr. Showe: We also included the meeting schedule for the workshops. For those that haven't been through the process before, the purpose of the meeting this evening is to set your assessment level. We've set this budget with no assessment increase. It's pretty much going to look the same as your 2021 budget. Between now and your workshop for the General Fund,

which is next week, Tim and I will make some changes to the budget as well as any changes that the Board would like to go over. Then at that meeting on June 3<sup>rd</sup>, we will go through the budget line item by line item in more detail. That is your chance to refine it. So, what you are doing here tonight, is setting the cap on your assessment level, which we proposed at your current level. We have four workshops set to refine and hone in on your budget. You can move account lines anywhere you want between now and the budget adoption. There are no restrictions on that.

Mr. Carnesale: The way that I understand it, basically, each year you will wind up with a little bit more money than you had the year before because of the fact that you have higher home values. Not the values, but more of a larger quantity of houses.

Mr. Showe: It actually doesn't change our CDD assessments at all. We assess whether the property is vacant or occupied.

Mr. Carnesale: Okay, but if you built so many houses in the last year, there are going to be that many more that you are going to be collecting.

Mr. Showe: No one is building houses within the District; however, there are some commercial pieces that are still vacant, but they are assessed on an acreage basis. So, it doesn't matter whether they are vacant or occupied. They are still assessed at the same rate.

Mr. Carnesale: Alright.

Mr. Dale: Jason, I would just like to add one thing. Thank you for all of the work that you put into the budget. I know it was a little overwhelming when I received it last Thursday and reviewed everything. I would like for the Board to take special note of Pages 143 and 144 of Lauren's email. I'm not going to go into it right now, but there is some really fascinating data and a lot of it is very good data. We will be talking about that more at the workshop.

Mr. Showe: Unless there is any desire to go through the budget in more detail at this point, based on the discussions of the Board, we didn't feel like there was any inclination to increase assessments this year. So as long as you are comfortable with that, you can go ahead and approve this resolution now. Starting next week at your workshop, we will start refining the General Fund. Tim has already provided some input on things he would like to change. We will see some things as we go through.

Mr. Carnesale: There are some things under environmental, such as our midge removal pilot program. That is something I would like to see in next year's budget. We will budget for it, but we still have to cut some more data. We will know more by our next meeting.

Mr. Showe: It is important to note that nothing you do in any of these budgets locks the Board in to those accounts. You still have full flexibility throughout the year. This is more like a financial map for the District.

On MOTION by Mr. Dale seconded by Mr. McCarthy with all in favor Resolution 2021-04 Approving the Proposed Budget for Fiscal Year 2022 and Setting a Public Hearing for August 26, 2021 at 7:00 p.m. at this location was approved.

Mr. Showe: I would encourage any Board Members as you go through this over the next few days, if you have any questions or comments or things you would like to see incorporated, just let us know. We will do our best to roll those to the version you will review next Thursday at the workshop.

**B. Consideration of Permit Transfer**

Mr. Showe: We were contacted by The Viera Company. There was a permit that should belong in the name of the Viera East CDD. It is actually on property that we own. It's just one of these permits with a development of this size. These things are always going to find their way through. Actually, the reason this came up is because The Viera Company received a notice from the Water Management District about some encroachment on property on a permit, but Tim has already sent them a letter for the encroachment on our portion. This is just a transfer of that permit to the correct operating entity.

Mr. Colasinski: Tim, did you send a letter to the county?

Mr. Melloh: No, to the actual resident, the owner of the house. They are encroaching on the wetland by clearing it out. So, we are going in there and putting a post and a sign saying, "*Don't Go Beyond This Point.*" Then we send a certified letter to the owners. In this case, it was a renter so we sent it to the renter.

Mr. Showe: This is really just a cleanup item.

Mr. Carnesale: It sounds like what happened is we put up signs that were on their permit, but it is our land.

Mr. Showe: The permit should've been ours. When The Viera Company transferred everything, they missed this one.

Mr. Carnesale: It's for that little thin piece of land that we transferred over to the County.

Mr. Showe: We need a motion to approve it.

On MOTION by Mr. Colasinski seconded by Mr. McCarthy with all in favor the permit transfer from The Viera Company to the Viera East CDD was approved.

**C. Discussion of District Engineer RFQ**

Mr. Showe: To give the Board an update, the Chair was actually able to contact an engineer who is interested. I think he's actually a golfer at the golf course. He would like to bid on the job, but in order to do that, we have to go through the Request for Qualifications (RFQ) process. He indicated that he is available. I will say that you could get more. Somebody else that sees the ad, could put in a bid as well.

Mr. Colasinski: That's fine. It's in our best interest actually.

Mr. Showe: Correct. We would just need the Board's permission to go ahead and go through the RFQ process again and bring you back whatever bids we received. We already indicated to him that it's likely going to be coming and he's already started working on the proposal.

Mr. McCarthy: Jason, is bid process four weeks?

Mr. Showe: We can actually do this one as short as 14 days, which would probably be the way we would do this to bring it back as efficiently as possible for the Board.

Mr. Carnesale: That way we would be able to look at it during the work session.

Mr. Showe: We still have to get it to the newspaper, which will take a couple of days. We should have it available for your next meeting.

On MOTION by Mr. Colasinski seconded by Mr. Dale with all in favor authorization for staff to re-advertise a Request for Qualifications for District engineering services for 14 days was approved.

Mr. Showe: We will get that going.



**D. Appointment of Audit Committee and Chairman**

Mr. Showe: Every three years, the Board goes through an Audit Committee Process. An Audit Committee is statutory required by the State. So, every three years you go through the process of electing your CDD auditor. It is a fairly standard bid process that is spelled out in the Florida Statutes on how you do it. We actually advertised an Audit Committee meeting immediately following this meeting to approve those documents. What we typically recommend is that the Board appoint themselves as the Audit Committee and you appoint a Chair of the Audit Committee. It makes it clean. Since you guys are here all the time anyway for those meetings, it makes more sense logistically for advertising purposes.

Mr. Colasinski: We should have Rob serve as Chair.

Mr. Dale: I concur.

On MOTION by Mr. Colasinski seconded by Mr. Dale with all in favor appointing the Board as the Audit Committee and Mr. Dale as Chairman was approved.

**SIXTH ORDER OF BUSINESS**

**Old Business**

**A. Brevard County Lake Planting Grant Update**

Mr. Showe: I think Pete has an update on the lake planting.

Mr. Carnesale: They have narrowed down the lake planting to basically three locations; two behind houses and one along the park. The only thing we are waiting on now, basically is for us to review and send to the landscaper the exact footage along the lake that is ours so he knows what he is allowed to plant on. The actual reviews have been done by the landscaper. They looked at the water qualities, the dirt and what needs to be done. The reason why we are only down to two houses instead of three is because the third one required almost an entire backyard being repaired. We are not going to be pulling away from that totally. What we are going to do is since we have the experts on-site anyway, we are going to review it and produce a report telling him what is needed to repair. We are not going to repair it. We are not going to pay for that, but we are already going to have the experts so we might as well give him that much information, because we can do it at zero cost and it gives him the information. It's also somebody I think that's been dealing with Jason for a couple of years to figure out what's back there. So, he will be happy to get something done by us.

Mr. Dale: Thank you, Pete.

**B. Survey Monkey**

Mr. Showe: Are there any updates on Survey Monkey?

Mr. Colasinski: Not at this time. It is just a matter of when we apply for a survey.

**C. Farmers Market/Craft Fairs at Woodside Park**

Mr. Showe: Rob and Michelle, I believe we are holding on this item.

Mr. Dale: Correct.

**D. Fire Management Budget/Fire Breaks**

Mr. Showe: Are there any updates, Tim?

Mr. Melloh: Yes. We are done with everything in Heron's Landing, cutting the fire lines and they started the Summerville fire line. Heritage will be next. So that's where we are.

Mr. Colasinski: Heron's Landing looks better than I have seen it in 12 years. When I got home, I said, "*Wow, it's a real fire break*". I talked to the neighbors as well and we only have one neighbor who has any sort of complaint, but everyone else is unanimous. They thanked us for it. One neighbor said his kid was disappointed that we cut down the blackberry bushes.

**E. Action Items List**

Mr. Showe: Rob, are there any updates on the dog park?

Mr. Dale: The ban by the county has been lifted. We are in the process. We have people working on the deck for the dog park last week. We haven't received it in writing, but we received the verbal okay to proceed. What I expect to happen next week, is to have Dave Bell Construction back out and working on things. So that was all good news. The deck is starting. If everyone wants to see what I'm talking about, there is a beautiful deck that they are building around one of the Oak trees. It's going to have bed seeding, but if we overlook both parts, then it's wonderful.

Mr. Showe: Some of the other items on the Action Items List we covered. Tim, have we started with the new payroll company yet?

Mr. Melloh: Payroll comes out on Friday. That is the last one with Paychecks. The next one in June, is going to be with ABS. So, we will be making the switch over there. Inez has

been working diligently to get all of the information they need to get all of our employees in the system. It looks like they have it and everything is ready to go.

Mr. Carnesale: I've been over to the playground as well and I'm being told by Dave, who is doing all of the work or at least most of it, that they expect to resume at a normal level pushing forward somewhere around Memorial Day. So, it's not that far off and we are going to get back into a full-blown construction mode. I've also gone over and seen the hills that were created by them and the sod that's on them. They are looking good. The grass is taking and is green. I believe that we are still working with the Zoo, getting activities lined up. We are hoping to start in July. Anytime that I have been over there, people are asking when it is going to get done. They are not complaining about anything. They just want to know when it's going to get done. I tend to be very conservative in my answers. I always say before year end, but it will probably be done long before that. I would just like to take the approach of giving the maximum and then finish it sooner. Because then you will wind up with nine million questions as to why you didn't make it. I like to do that with all projects. I think Woodside Park is great. As far as I know, basically we are talking with the Web Consultant. They have been working on having yoga in the park. They want to start around the June 8<sup>th</sup> timeframe. That would usually be between 5:30 a.m. and 6:30 a.m. I think there are signs up already. They are also working on youth games for late June or July. They are requesting a \$400,00 budget for game purchases. The sponsorship money for the Women's Day event will be enough to cover that expense. Our web designer is also working with Divots as far as what they want in terms of additional items added to their schedule. What we are finding is that Terry seems to want us to fill in her slow times in the middle of the day, but she doesn't want to do anything later in the day. So, the wine tastings and all of those events that we want to start projecting, we are getting pushback from Terry who owns Divots. In this area, basically, we only have one of the areas or one of the neighborhoods that is an over 55 community. Everyone else is pretty much spread out, which means that there are not a lot of people coming to those daytime events if you make them in the middle of the day. So, we are in a quandary going back and forth with Terry to try to figure out what she is willing to accept, versus what we are willing to help her do. We are willing to help her do a lot. We want to have wine tastings, grilling and all kinds of evening events, but she doesn't want to be there for an evening event and she doesn't want to let anybody else do it in the evening. So, that's where we are at that point with that.

Mr. Showe: I believe that we are going to have some discussion on that at the workshop.

Mr. Carnesale: The person that is working on that is actually Ms. Michelle Webb. I don't want to take credit for doing all of that because I didn't do it. In her absence, I just want to give the information out. She was the one who has been working hard, setting the website up and running, working hard with the golf course items as far as the loyalty card, pro shop online, women's golf, gift sales and all kinds of odds and ends and flyers. So, she has been busy to say the least. I think Rob probably knows that because he sees her doing this.

Mr. Dale: Actually, I don't see her anymore.

Mr. Carnesale: Okay.

Mr. Showe: I think Tim has an update on EmployU.

Mr. Melloh: As far as EmployU, we worked out that contract per Board direction and Tim is working on job descriptions so we can get that initiated.

Mr. Melloh: Yes. We are in contact with them and they had somebody for us, but unfortunately he was only 16 years old. We tried to get him work in the golf shop, but that didn't quite work out. They feel as we go along and school is out, we will have more opportunities for kids. We've given them a job description of not only the inside services, but the golf carts. The kids would wash carts, put them on chargers, pull out carts and pick up balls at the driving range. We always got a couple of people. So, yes we are in contact with them, they just don't have anybody for us right now.

Mr. Showe: I know that the fountains and cart path expansions are on hold while other projects are going on. Is there any information from the Sheriff?

Mr. McCarthy: I don't know if you are aware that Mr. John Gage had an emergency come up.

Mr. Showe: Ok. We will keep it pending. That's all that we have for action items.

## **SEVENTH ORDER OF BUSINESS**

### **Staff Reports**

#### **A. General Manager's Report**

Mr. Melloh: There is not a whole lot here, but we finally received a fairway and tee air purifier this week from Toho. They are staged up and ready to go. We are using it for the back field, which is a perfect time for it because of the stairways and tees. There is no water percolation through the soil. It is very hard getting contacted. The water tends to run off instead of being absorbed in the soil where the roots of grass are. So, we feel that it is going to be a

very, very crucial equipment for us going forward to get the fairways and tees in good shape. Of course, as you know, I think everybody's grass is brown. Our grass is brown. We are pumping all the water we can on the golf course. So that piece of equipment will be useful. Michelle, if you are there, Jim is going to take some pictures of the machine working. I will send it to you and maybe you can post it on some of our websites because it is pretty cool to see.

Ms. Webb: Thank you.

Mr. Melloh: What I don't have for you is the Rounds and Revenue Report because we were without computers most of the day re-wiring stuff and getting our Wi-Fi set up.

Mr. Showe: We have a meeting next week.

Mr. Melloh: I can tell you that right now, not including today, we are \$4,000 ahead of budget for our cart and green fee revenue and we still have four or five days more to go. So, we are really going to come in nice for the month. A lot of it has to do too with the fact that we haven't had much rain, but we did have a little bit in the first part of the month; however, people seem to enjoy our golf course. They enjoy the layout. They enjoy the condition, even though it's a little dry. I call it US Open conditions. Everything is firm and fast with the ball rolling down the fairway.

Mr. McCarthy: I was surprised one of the weekends that the revenue reached \$9,000.

Mr. Melloh: Yes, it was somewhere near that.

Mr. McCarthy: That's amazing.

Mr. Melloh: I said this before, when other golf courses in the area produce tournaments and have tournaments on Saturdays, people tend to come to us. So that helps out. I think that is what happened that day. We got an extra bump from somebody having a tournament. I don't know if it was Duran or Baytree. Anyway, that's the end of my report.

Mr. Dale: Tim, just a quick comment/question. The comment that I keep hearing about is greens, greens, greens. In terms of a question, is there any additional support or anything that you would need from us as a Board to keep that going, because the comments that I keep hearing is what wonderful condition our greens are in. As the Board Chair, that is something that is a very high priority for me and I believe for the entire Board. As we go through the year, basically what you need to keep the greens going, is to keep doing what you are doing.

Mr. Melloh: When we made the decision back in 2015 to plant grass on these greens, it was a great decision. Every PGA tour event in the State of Florida, has the same kind of grass

that we have. So, I always say that the greens are the geese that lay the golden eggs. If you don't have good greens then nobody is going to play on your golf course. So, if there is ever anything that we need for the greens that is not covered in the budget, the first people I'm coming to are you guys. They are hitting on all cylinders with aerification. Jim does a great job with fungus control and pesticides. The biggest pest we have are mole crickets and the nymphs have already hatched. He has that under control now. The week before, we had so much wind; about four or five days in a row where we had 20 mile-per-hour (MPH) winds or more and we couldn't spray. We had little damage from some of the nymphs, but not a whole lot. So again, that's just nature. I appreciate that, but I can tell you right now that everybody has the same vision about the greens, that they are the geese that lay the golden eggs.

Mr. Dale: That's where I think we are all at.

Mr. Carnesale: Those golden eggs must be happening because this is now going to be the third month in a row that we have record breaking months. So, the golf course is doing well.

Mr. Melloh: Yes.

## **B. District Manager's Report**

### **i. Presentation of Number of Registered Voters – 7,870**

Mr. Showe: We are required by Florida Statutes to announce this annually. As of April 15, 2021, the District has 7,870 registered voters within the CDD. It really doesn't mean anything at this point because the District is fully turned over to residents.

Mr. Colasinski: Was there an increase or decrease from the last report?

Mr. Showe: I will look.

Mr. Colasinski: That's fine. I'm just curious because we are constrained with housing.

Mr. Showe: That's just an announcement.

## **C. Lifestyle/Marketing Report**

Ms. Webb: I am still working on activities for Woodside Park. Actually, one of the things that a lot of the people I am speaking to suggested, was an event for teenagers in our community. So, we are thinking about a teen game night. I wanted to get some of those big games that they can play outside. Our community park is for all residents including all kids, not just the youngsters or the dogs. We want everybody. Movies at the Park is something that is

going to be rolling out here pretty soon. Jason, if we are going to have Movies at the Park, can we do it as the CDD and is there anything that I have to do to regarding legal issues?

Mr. Showe: I think as long as we are doing it, I don't know that we need anything. If you were having a vendor come in, you want them to provide additional liability, but I think it is similar to the golf course. If someone is coming onto our property and we are providing the activity, it falls under our liability. I will double check with the insurance to make sure there's nothing they would require.

Ms. Webb: Okay. That's the next thing that I would like to start doing in that area, because a lot of families like that idea. We have yoga starting the week after Memorial Day on June 8<sup>th</sup>. I had a couple of ladies talk about that. That Tuesday, we have the International Women's Day. I just met with Tim and Terry. I know Terry had a guest speaker, but we don't have one. She is going to have some music during that event. So, we will have a night hopefully planned for that, but it will be a little rocky. I'm planning to be there the entire time so it doesn't go south. Tim has it all handled. There are 15 women right now. There were 12 the other day. I have three more that I have to add to that list. Kate has been staying very busy with the website. I think Melissa and Golf Now are going through something because she's not posting as often and they are supposed to be posting according to our contract. I'm keeping up with her on that and sending her emails. We are still waiting for the website to be done or even have a preview. I just finished talking to Kate last Thursday. She was supposed to get back with me this week, but I haven't heard from her. I sent her an email today to remind her if she can find out what is going on. So that's what we have been doing.

Mr. Colasinski: Michelle, there are a couple of activities that you might consider for Woodside, such as family activities. Duran has been doing something and when I was in Orlando they did it as well. It is called foot golf. It's a game where you essentially use a soccer ball with the same principles of golf where you hit from a tee into a target with a flag or a hole. Some of the golf courses actually dig out holes. I have no recommendation right now, but you could use some sort of flag or a circle. The other one would be a miniature golf course with two or three holes at Woodside Park. People are interested in it.

Ms. Webb: I would have to think about that. I was thinking that possibly we could do that at the golf course.

Mr. Colasinski: Let's try it out at Woodside Park and see what interest we get. If we get significant interest, we could consider the golf course.

Mr. Carnesale: If you are doing that, you are talking about having a putting green in a smaller area. You are not doing much beyond that.

Mr. Colasinski: No, it's far more than that. You need 50 or 60 yards.

Ms. Webb: Wickham Park has this.

Mr. Colasinski: It is like any normal golf course or a disc golf course. I'm just saying as a way to gauge interest with minimal investment, that might be something to have at Woodside Park. Just think about it.

Ms. Webb: I'll look at it. I'm sure there was probably mini golf. I'll look into it.

Mr. Colasinski: Thank you.

Mr. Showe: Are there any other questions?

Ms. Webb: Is everybody good?

Mr. Carnesale: I think we are good, Michelle. Thank you.

## **EIGHTH ORDER OF BUSINESS**

### **Treasurer's Report – Consideration of Financial Statements**

#### **A. Approval of Check Register**

Mr. Showe: In your General Fund, we have Checks #4182 through #4201 in the amount of \$31,494.85. In your Capital Reserve Fund, we have Checks #93 and #94 in the amount of \$27,762.04 and Checks #28569 through #28620 in the Golf Course Fund in the amount of \$78,482.80 for a total amount of \$137,739.69. Tim and I can answer any questions.

Mr. Bedwell: What did we pay the lawyers for?

Mr. Showe: They reviewed some documents. We try to use them as little as possible.

Mr. Carnesale: Employ-U was one of those.

Mr. Showe: They reviewed the documents from Employ-U. They looked at GolfNow. We also had them look at some documents for ABS. Some of those documents aren't typical. We try to use them just to make sure that the District is covered legally.

Mr. Carnesale: Basically, they have made changes to most of those.

Mr. Showe: Correct.

Mr. Carnesale: It's not like it's wasted dollars.



On MOTION by Mr. Colasinski seconded by Mr. Carnesale with all in favor the Check Register for April 16, 2021 through May 20, 2021 in the amount of \$137,739.69 was approved.

**B. Balance Sheet and Income Statement**

Mr. Showe: This is what Rob was talking about. The golf course looks great right now as Tim can attest to.

Mr. Melloh: In Florida, especially when you have a fiscal year like this, the first six months, you are putting hay under the barn and in the last six months, you are taking hay out of the barn. At the end of the fiscal year, you hope to have a bunch of hay left in the barn. Last summer, we had a lot of good weather. We didn't have any hurricanes or tropical disturbances and we did very well. I hope it stays the same this year, but this is the time of year where we can get a lot of bad weather. It is all weather driven from here on out. Let's just hope that we stay this way. We could use some more rain, obviously, but we don't need to have six or seven days of rain two or three inches a day.

Mr. Colasinski: These are also the highest months coming up for maintenance.

Mr. Melloh: Exactly.

Mr. Colasinski: For expenses.

Mr. Melloh: Right.

Mr. Colasinski: That's just what you have to do.

Mr. Melloh: Right.

Mr. Dale: We may be dropping some money on cart paths depending on how things go with Dave. So that might change things a little bit.

Mr. Carnesale: If anyone is interested in the reasoning behind the cart paths, during wet seasons, right now there are certain holes that you just can't get to at all because of wet spots. What we want to do depends on cost factor, of course. What he is talking about depends on what we are doing elsewhere because the cement work we are doing may give us the wherewithal to do the cart paths as well. If we do the cart paths, that will make those holes available sooner so we will have more days of usable golf time. More days of golf, means more dollars coming in because we have more people golfing at multiple times.

Mr. Dale: Exactly.

Mr. Showe: That's all. No action is required by the Board. I will note that you are 95% collected on your assessments up until this point. So, we are in great shape there.

**NINTH ORDER OF BUSINESS**

**Supervisor's Requests**

Mr. Bedwell: I see in Michelle's report that Terry lost a waitress. Is there any way that Employ-U can provide a waitress?

Mr. Melloh: She has already made it clear that she doesn't want anybody from Employ-U.

Mr. Showe: She's a private employer, so, she would have to agree to those terms.

Mr. Bedwell: I know, but it was worth asking.

Mr. Melloh: It was a great question, but she already made here intention.

Mr. Dale: I will confirm what Tim said. I personally asked Terry and was encouraging her to utilize the employee resources and was flatly denied.

Mr. Showe: Are there any other Supervisor requests?

Mr. Carnesale: The hiring practices, I believe in all places will remain flat for another month or two. Once we get to the point where it is no longer beneficial to stay home, you'll wind up with more people applying for jobs across the board. It's just not going to happen for another month or two.

Mr. Melloh: Right. That's the thought through the industry.

Mr. Showe: Are there any other Supervisor requests? Rob, do you have anything?

Mr. Dale: I'm good.

**TENTH ORDER OF BUSINESS**

**Public Comment Period - All Items**

Mr. Showe: We will take Claire first since she turned in a Request to Speak form.

Resident (Claire Noodell, Deercroft): I understand that there was some scuttlebutt about the pond that's in Bayhill and the oxygenation of the pond water, about wanting to put experimental grass around that area to keep fish from being killed. I am against that. We paid extra to live on water and I don't want it filled up with experimental grass.

Mr. Carnesale: Okay.

Resident (Claire Noodell, Deercroft): I would rather have a fountain.

Mr. Carnesale: You are looking at two things. Number one, we are looking at the potential of bubblers that would oxygenate and those would be out there. A bubbler is like a fountain only it pushes water down instead of up.

Mr. Showe: When there is a bubbler, you are going to just see bubbles.

Mr. Carnesale: You don't see a fountain. It's not a pretty fountain. It's not developed for looks. It was developed to push oxygen down to where the fish need it.

Resident (Claire Noodell, Deercroft): Okay.

Mr. Carnesale: That's one of the things we are looking at there. The problems that we have are looking at how to supply the electricity to operate them. As far as the plantings, we are only doing as a sample planting behind one house. We received permission from that particular owner to put it there. So, it's not something that is going around your entire lake.

Resident (Claire Noodell, Deercroft): That won't spread out?

Mr. Carnesale: No. We are doing a 100-foot stretch. That's it.

Mr. Dale: Does Claire live on the flow way or on Lake #43?

Mr. Melloh: Do you live on the big lake or the narrow lake?

Resident (Claire Noodell, Deercroft): The big lake.

Mr. Melloh: She lives on Lake #43.

Mr. Dale: No grass is going to be planted there. That's not part of the agenda right now. We are putting aerators there. Do you understand what I'm saying?

Mr. Showe: Yes.

Mr. Carnesale: We are still trying to understand how to provide electrical service.

Mr. Showe: That's the big challenge.

Mr. Dale: I understand, but it sounds like Claire's concern is the grass. The current plan right now doesn't call for littoral shelf plantings on Lake #43.

Resident (Claire Noodell, Deercroft): Thank you. That was a concern.

Mr. Carnesale: Even in that entire development, we are only talking about behind one house.

Mr. Colasinski: Thank you for coming to the Board with your concerns as opposed to social media. We appreciate that.

Resident (Claire Noodell, Deercroft): Thank you.

Resident (Mary Ann Ferrara, Fawn Ridge): I have one question and one suggestion. My compliments to you all because I remember sitting here when this place was packed with everybody complaining about the golf course. I have seen and heard very little from the time all of you were elected. I remember the first meeting when there were some concerns about who was leaving and who was staying. I compliment you all. I think you are doing amazing things. What was the holdup with the county as far as the park?

Mr. Dale: Basically, we have a county with a very overzealous Permitting Department. I'm putting that politely without being graphic or jumping up and down with expletives.

Mr. Showe: Please use caution. We are being recorded.

Mr. Dale: I understand and hope they read that. The bottom line is we had duplicate Supervisors or whatever you want to call them that were looking at our playground and the dog park. What was happening is they were approving things and then taking it back. It was based on which Supervisor happened to be looking at things that current day. We actually had emails from them approving certain items. Then after I did a *Viera Voice* interview, they said, "*Hey, you are not approved for this doghouse because it has no blueprints.*" So, there was a lot that kind of stuff going on, but we think we have it all worked out now. We don't think that we are going to have any future issues with the county.

Resident (Mary Ann Ferrara, Fawn Ridge): It looks there are too many cooks and not enough Indians.

Mr. Dale: Exactly.

Resident (Mary Ann Ferrara, Fawn Ridge): The last thing is getting people more interest in golf. Maybe we can do a mini golf course in the park with three or four holes and see what happens.

Mr. Dale: Mary Ann, don't steel our future thinker.

Resident (Mary Ann Ferrara, Fawn Ridge): I'm always thinking. You know me.

Mr. Dale: Great minds think alike.

Resident (Craig Ryan, Aberdeen): I would like all of the correspondence between the St. Johns River Water Management District (SJRWMD) and the CDD in regard to the placement of all of the signage that went behind the Parkstone community. Thank you.

Mr. Showe: Tim, are you aware of any issues with the SJRWMD?

Mr. Melloh: No. We placed the signs up there based on our current protocol and then found out that one person in the entire world knew that there was a buffer zone there. So obviously the signs are gone now. You know that, Right?

Mr. Showe: Yes.

Mr. Melloh: I have the plans to show the buffer zones. We took them down. We put them in the right places. We have never dealt with, in the CDD and I don't recall there being any other subdivisions with zero lot lines and that's the problem. So, we have a situation where somebody in your neighborhood was going back there, clearing it out and putting stuff on the curb. We got a call. We were on notice. We sent a certified letter to him and then what we normally do in that situation is we put signs four feet beyond the lot line. Mr. Paul Winter was the one that knew there was a buffer zone there. He told Mr. Joe Ferrera who brought it to me. Mr. Ed Grasser looked through hundreds and hundreds of plans and found the buffer zone. That's all I can tell you about what happened there. There were no emails or conversation.

Mr. Showe: No, but we do have an obligation as a District to ensure that things aren't being taken out of that conservation area? Our typical protocol is we put them on the property line. What we weren't aware of in this case was there was a buffer zone. We found out the very next day and I was on the phone with Tim. As soon as we got proof that buffer zone existed, we put those signs up.

Resident (Craig Ryan, Aberdeen): I think maybe you should understand what your properties are and what other people's properties are between all of the community associations and homeowners and your responsibilities are as well as the HOAs.

Mr. Melloh: Where we put the signs is our property.

Mr. Showe: Correct.

Mr. Melloh: According to the Property Appraiser's site that is our property.

Resident (Craig Ryan, Aberdeen): There always seems to be a conflict when things occur and people thought that someone else owned that property.

Mr. Showe: We go by the Property Appraiser site, which shows property ownership. So, if they were on our property, what we didn't understand was there was that 20-foot buffer. We are not perfect. We definitely make mistakes from time to time and as soon as we know about it, we do everything we can to correct it and make it right.

Mr. Dale: I just want clarification on this because I found out about this on social media by Mr. Gary Shiffirin. If I understand correctly, in Parkstone, the way it works is you have the property lot line and a 20-foot buffer in between there and the wetlands. Is that correct?

Mr. Melloh: Yes. There is a 20-foot buffer on our property.

Mr. Showe: Correct.

Mr. Melloh: Our property goes right up to the buffer. Basically, the lot line is about 3 feet behind Gary's house. There is a zero-lot line on top of the situation. Then from there, that is our property. We've never experienced this. Ed's been here for nearly 20 year and never experienced this. We have the engineering drawings in the back of the room for anyone that wants to look at it. Once we found that out, we took the signs down. That's pretty much all we can do.

Mr. Dale: What I find concerning and correct me if I'm wrong, Tim, but I saw a picture posted on social media beyond the sign that we posted. This could've been distortion from the picture, but it looked to me as if 50 feet had been cleared behind Parkstone. If that's the case, I have some concerns as to why residents are going back there and clearing wetlands. That belongs to the CDD and we are regulated by the State of Florida.

Mr. Melloh: Right, so what we have to do is to take this engineering drawing, Rob, and figure out the depth because it is zigzagged. We have to find out where the buffer zone goes to.

Mr. Showe: Right.

Mr. Melloh: That is where we will install the signs. In some cases, it is 15 feet and in other cases it is 60 feet. It just goes in a very haphazard manner. So, we will find out where the limits of the buffer zone are and will put the signs there. That is what we will control there.

Mr. Dale: Okay.

Mr. Mellow: Now we are well aware. We will make sure that Mr. John Gates knows because even Mr. John Gates didn't know about this buffer zone.

Mr. Dale: Okay. I would also make a recommendation to all of the Parkstone residents to work with us on this issue and post on social media. If the State of Florida were to take notice on this, then the issue could blow up out of our hands and I don't think that's anything anybody wants.

Resident (Craig Ryan, Aberdeen): I don't live in Parkstone, but I'm just bringing it up.

Mr. Dale: Okay.

Mr. Bedwell: Is this our property, but we can't put anything in there?

Mr. Showe: After the meeting, I can check the map.

Mr. Bedwell: There is a buffer zone there.

Mr. Colasinski: What is it?

Mr. Showe: These houses are on zero lot lines so the houses literally go to the edge of the property line.

Mr. Bedwell: Can't we put a sign 4 feet from the house?

Mr. Showe: Yes. What we found on the engineering drawings is that there is a required buffer between that property line and the wetland.

Mr. Bedwell: Okay.

Mr. Showe: It's on our property and just open space.

Mr. Bedwell: We can't put anything there?

Mr. Showe: Nothing should be there.

Mr. Bedwell: I didn't understand what a buffer zone was. That's all.

Mr. Showe: It should look like a yard that has been cut.

Mr. Melloh: The buffer zone is going to be maintained by the Property Association.

Mr. Bedwell: Who mows the lawn at that house?

Mr. Melloh: The HOA does.

Mr. Bedwell: So even though it is our property, they mow it.

Mr. Melloh: They mow it.

Mr. Bedwell: Should we?

Mr. Showe: We are not going to maintain it. Our guys aren't going back there.

Mr. Melloh: We will cut a 35-foot fire line back there, but we don't maintain it on a regular basis, which apparently is allowed. There is still a lot to learn about the buffer zone. We don't know about it.

Mr. Bedwell: I never heard of this.

Mr. Showe: We hadn't either.

Mr. Bedwell: If the HOA doesn't mow our grass, the grass gets high.

Mr. Melloh: Right. It's not like it comes off the lot line and the buffer zone is 20 feet. You will see on the map that its very jagged. It was a learning experience and I'm really glad because honestly, there is my house and there is where the sign was. So based on protocol that

we have done for years, that's what we have done. I understand that people were upset. We tried to put it to the outside of the house so you are not looking right at it.

Mr. Bedwell: I didn't even know that they were on a zero-lot line house.

Mr. Melloh: I called Mr. Gary Shiffrin. He didn't even know that there was a buffer zone there. So, thanks to Mr. Paul Winter and Mr. Joe Ferrera for bringing that to me and thanks to Mr. Ed Grasser for finding that. We have a whole library of plans.

Mr. Bedwell: Do we have buffer zones around all of the lakes?

Mr. Melloh: There are more easements than buffer zones.

Mr. Showe: That is property that we own too.

Mr. Melloh: On all of the lakes we have an easement. It is actually not called an easement, but a buffer zone. I'm with you and Steve, I don't know exactly what it means.

Mr. Carnesale: It sounds to me like the buffer zone would be more in terms of wetlands as opposed to lakes.

Mr. Showe: It's just a required open space between the property line and the conservation area.

Mr. Melloh: I think the main reason is so you don't have the preserve coming right up within a foot of people's houses.

Mr. Bedwell: Is there any way to make sure this is the only place in the CDD where we have this?

Mr. Showe: We would have to look at 4,000 properties. In the future, we will take a look at it.

Mr. Melloh: I know in the six years that I've been here, I probably looked at all 4,000 homes and I've never seen it before. Ed's been here for 20 years and he's never seen it. So, I would be pretty comfortable saying that Parkstone is the only subdivision that has a zero-lot line.

Mr. Bedwell: I would think so. The other places were individual homes.

Mr. Showe: There are about 20 to 25 homes that border that area.

Mr. Dale: The whole situation is a perfect example where when issues like this come up, I would prefer to hear from residents with a phone call to Tim or at a Board meeting rather than through social media. Because stuff like this keeps getting a little blown out of proportion. What I would hate is for somebody that's a little more overzealous reporting stuff like this to the State and then everybody looks silly.



Mr. McCarthy: My understanding is when you buy a piece of property, it would tell you how much footage you own. So, you are saying that it is approximately 4 feet and can vary per home. Right?

Mr. Melloh: Yes. Do you mean four feet?

Mr. McCarthy: From their property line.

Mr. Melloh: Right.

Mr. McCarthy: So, I would assume that we have patios that are on our property.

Mr. Melloh: We have a couple.

Mr. Showe: In this particular area, there are one or two things, which may be allowed because it is a buffer zone.

Mr. McCarthy: We have to do more research.

Mr. Melloh: That's what I'm saying. Now, if it was the actual preserve, which we have a lot of people that encroach on the preserve, if they have 40 or 50 feet of backyard, then they get into the preserve. What they try to do is to have 150 feet of backyard and then they put pavers out there. That could burn a lot of the preserve.

Mr. Bedwell: There is a lot of extended lanais on the back, which wasn't there originally. If its 4 feet, they are on our property.

Mr. Melloh: Right.

Mr. Showe: Based on the Property Appraiser, there are one or two things that extend. We are going to have to look at what the definition of a buffer is. If a paver is allowed to be in the buffer, then I don't know that we care a whole lot.

Mr. McCarthy: The other thing is, when you get a permit to put in a lanai, you have to go to the Building Department and they would have access to the property line.

Mr. Showe: At some point, I'm assuming that they have gone through the proper channels. If this was approved, then someone else just missed it.

Mr. McCarthy: It sounds like we have a mess.

Mr. Showe: Its actually not as messy.

Mr. Melloh: I don't think it's too bad, Paul. We just have to understand it more. You learn these things.

Mr. Bedwell: It doesn't look bad from the 15<sup>th</sup> fairway.

Mr. Melloh: It is on the right side of Hole 17. We will get it right and make everybody happy. Our job is to make everybody happy. We want to protect our resources and make everybody as happy as we can.

Mr. Colasinski: I don't know if it is going to be our job.

Mr. Bedwell: The ones that back up to the 15<sup>th</sup> fairway, are not zero lot lines?

Mr. Melloh: No. They have a little bit of backyard there. Then you have the golf course.

Mr. Bedwell: I forget what the subdivision is called.

Mr. Showe: Are there any other audience comments?

Resident (Bill Harris, Bennington): Just for Tim and his staff, I go out there three or four times a week and everything looks great. I was in Orlando last week at Hawk's Landing. I didn't care for it much over there.

Mr. Melloh: Thank you.

Resident (Bill Harris, Bennington): I saw a lot more people playing until it gets dark, which I think is good. I've seen some new faces at the cart return. Super nice individuals. Very personable. I just want to say thanks.

Mr. Melloh: Thank you. We have had some success hiring a few folks and they have worked out really well for us. I appreciate the comments on the golf course. It is in really good shape. We could use some rain.

Resident (Cindy LaMonica, Deercroft): I gave Steve some of these comments about Lake #43, which doesn't support the idea. Is there a committee that's working on the assessment of what is going on in the lake?

Mr. Showe: You are looking at the committee.

Resident (Cindy LaMonica, Deercroft): I told my neighbor that I would bring this up. She is an avid fisher and has been for years and supposedly knowledgeable. Some of their issues are that the oxygenator might not work.

Mr. Melloh: That is correct.

Resident (Cindy LaMonica, Deercroft): The only fish according to her that are dying are the Tilapia.

Mr. Colasinski: Right.

Resident (Cindy LaMonica, Deercroft): Which is an evasive species. We've done fishing back there with a net to even show our kids what's in there. There are substantial numbers of large fish and they are not Tilapia. Some of them are Bass and some of them are the red ones. I don't know if she has a point or not, but her point is the Tilapia. She gave me some history about Tilapia, that they spawn every 17 days and lay thousands of eggs. So, she is assuming that the Tilapia that are dying are the females. I don't know how true this is, but I just wanted to make sure that somehow it was entered into your consideration.

Mr. Showe: Do you have an extra copy?

Mr. Colasinski: I will give it to you.

Mr. Showe: I will circulate it to the entire Board.

Mr. Melloh: The fish kill that we had last year was only the Tilapia. Our company, ECOR, sent off tissue samples of the fish to find out why they died. They came to find out that they contracted a virus. It was the same thing on the west side of Viera. I live on the west side behind Publix. Our lake had fish kills. Everybody had fish kills.

Mr. Showe: We had the exact same thing in a community in Kissimmee. It was the same Tilapia.

Mr. Melloh: It had the same bacteria and the same exact virus.

Resident (Cindy LaMonica, Deercroft): I just want to share her knowledge

Mr. Showe: I will share the email with the Board.

Mr. Colasinski: She can also send us emails on the VieraEastCDD.com website. We have all of our email addresses on the website. So, if she wants to send correspondence to any one of us, she can do that also.

Resident (Cindy LaMonica, Deercroft): I think she was reticent to do that and was willing to allow me to present that to you.

Mr. Colasinski: That's fine. We also understand that the oxygenator is not going to stop all of the fish kills. Because there are a variety of potential causes for a fish kill, but we are at least trying to take some action as opposed to no action at all. That's what we are trying to pursue. We will see what evolves. We've tried to install an oxygenator, but we don't have a clear path on an electrical power supply. We know it won't take care of everything, but we are going to try something. There are other solutions too that we are trying to pursue to help raise oxygen levels in the lakes.

Resident (Cindy LaMonica, Deercroft): When you say that you are trying to figure out a way to put electric in, some of our homes have those big gaps where those big pipes go into the lake.

Mr. Showe: I think that I can explain it. Here is the challenge with the electric. The CDD has no electrical service anywhere around that lake. So, in order for us to put an aerator in, we need to have electrical power. We determined that the solar power isn't sufficient and its cost prohibitive to try to do solar power. So, we need to have some way to power that aerator. In other communities it becomes maybe even a partnership between the HOA if we can connect to a streetlight. There is a lot to figure out in terms of how we provide power because it has to be right at the lake.

Mr. Colasinski: If it's our separate feed, we need some form of transformer there, which would then have to be on the ground somewhere on somebody's property, which we may not have an easement to.

Mr. Showe: Correct.

Resident (Cindy LaMonica, Deercroft): That's why I'm saying that there are big fat pipes. I live next to a big fat pipe.

Mr. Colasinski: I don't know if we have an easement to be able to put something there.

Mr. Showe: Correct.

Mr. Colasinski: That's another thing we have to understand.

Resident (Cindy LaMonica, Deercroft): That pipe I also understand belongs to the SJRWMD.

Mr. Carnesale: Which would mean that they have the easement. It doesn't mean that we have an easement.

Mr. Melloh: Its really our easement, but it is a utility easement. We are using Lake #43 as an example to see how this all works out. We've gone to all of the places where there's an easement and a thick pipe. The problem with it is that we can power it off of a Florida, Power & Light (FPL) transformer or we can power it off of a streetlight, but everywhere there is one of those pipes, the transformer and the streetlight is nowhere in sight. So, then we have to bore their driveways. The most cost-effective way that we are going to do it, we had this one lake where a lady at her own expense, hooked up into some homeowner's electricity. Then we reimburse them for the electricity. If you give us your information, we will get back to you.

That is the issue we have. We have to figure out how to power it up. We have the pricing. As I said, there are going to be nine bubblers in the lake. A lot of the fish kills come from when the lake flips over where the unoxygenated water from below comes to the top where the fish are. Then the oxygenated water goes all the way to the bottom where there are no fish.

Mr. Colasinski: I think you indicated temperature aversion.

Mr. Melloh: There is temperature aversion or flipping of the lake. That's basically weather related. There are all kinds of fancy terms for it.

Resident (Cindy LaMonica, Deercroft): I don't even know who would be responsible, but these fish are so numerous. People are complaining that they are getting 50 dead fish a day on their property. I can't make that complaint. I've had about five fish a day. The only reason I know is because the vultures are lined up every morning.

Mr. Colasinski: This is happening right now.

Mr. Melloh: Are you having a fish kill?

Resident (Cindy LaMonica, Deercroft): Yes. There were five yesterday and five today.

Mr. Melloh: We will have Ed look at it.

Resident (Cindy LaMonica, Deercroft): Of course, when they finish peeling the skin off of the fish, there will be flies gathering. So, you have tons of flies coming into the house.

Mr. Melloh: Depending on how large the fish kill is, we received authority from the Board to have some companies come out and perhaps clean up some of the fish, but I don't know if it is to the extent that it was last summer or if this is just a flipping lake.

Mr. Colasinski: You just have to go and take a look.

Mr. Melloh: That's all we have to do.

Mr. Showe: I will give you my card. Whenever that happens, let us know.

Resident (Cindy LaMonica, Deercroft): I can tell right now it happened yesterday.

Mr. Showe: Had you not been here tonight, we wouldn't know. We have staff that go out and inspect routinely, but they may miss it.

Mr. Melloh: We have 84 lakes.

Resident (Cindy LaMonica, Deercroft): ECOR is not the one out there.

Mr. Showe: ECOR treats once a month. They are out at the beginning of the month and you may not see them again for the month. So, if we don't know that there is a fish kill, we can't do anything.

Mr. Melloh: It sounds like your lake flipped over due to temperature aversion. You get that in the summertime or when it is extremely hot.

Resident (Cindy LaMonica, Deercroft): I never even thought about it. I always thought it was nature, but now we are getting new people moving in and they are complaining. Some of us accepted it as being nature, but then the vultures came.

Mr. Melloh: It is a tough thing. Typically, if you have a temperature aversion that doesn't last very long, the fish die.

Resident (Cindy LaMonica, Deercroft): This has been going on for weeks.

Mr. Melloh: Is it just Tilapia?

Resident (Cindy LaMonica, Deercroft): Just Tilapia.

Mr. Melloh: I bet you we have another situation where a virus is going around in the Tilapia community.

Mr. Showe: We will have ECOR check it out.

Mr. Melloh: You are right, Tilapia are an evasive species. They are overpopulated. That's the issue. There are too many of them.

Mr. Bedwell: That's a problem you have in every community. In my community there is no fishing, so the fish just keep multiplying. We have no birds because there are no minnows. Most communities don't allow fishing.

Mr. Melloh: We don't allow fishing behind people's homes. In the common areas we allow fishing. As a Deputy Sheriff told me, fishing is not illegal, but trespassing is. Our policy on fishing is that you can fish in the common areas. Just don't fish behind somebody's house.

Resident (Cindy LaMonica, Deercroft): Unless you ask for permission. The kids enjoy it, but we always tell them to ask for permission.

Mr. Melloh: Well, if you have one of those suckers on the line, they put up a good fight.

Resident (Cindy LaMonica, Deercroft): I wish we could eat them. Do you need my address?

Mr. Showe: We know that it is Lake 43. I'm going to send our guy a text right now to check that out in the morning. If you ever observe that in the future, just send either myself or Tim an email. We may not just see it because they don't have eyes on it constantly.

Resident (Cindy LaMonica, Deercroft): Because we have the big fat pipe, the dead ones seem to accumulate around that pipe and the vultures won't go in the water.

Mr. Melloh: They wait until they float to the edge and then grab them from there.

Mr. Showe: Are there any other audience comments?

Resident (Cindy LaMonica, Deercroft): Thank you for your time.

Mr. Colasinski: Thank you for coming.

Mr. Melloh: We appreciate it.

Mr. Carnesale: We are obviously not complaining. We want that input.

Resident (Cindy LaMonica, Deercroft): Thank you. Thank you for the job that everybody is doing. We really appreciate it. We are so glad that we voted for you.

Mr. Showe: I will remind the Board that the workshop is next week. We rotated the May schedule a little bit to accommodate some trips.

Mr. Bedwell: Do we have a workshop next week?

Mr. Melloh: Yes.

Resident (Cindy LaMonica, Deercroft): When you are talking about golf, you are talking about the Arnold Palmer kind of golf. In one of the parks, you might consider frisbee golf.

Mr. Colasinski: That's why I suggested disc golf. Michelle was talking about putting one on the golf course.

Mr. Carnesale: We don't have multiple parks. We only own one.

Mr. Colasinski: I suggested it for Woodside Park, just to see if we could generate some interest. As Michelle indicated before, there is a disc golf/frisbee golf course at Wickham Park. We will try it out to see what we could get.

Resident (Cindy LaMonica, Deercroft): When I go to my sister's, I play frisbee golf with them all the time.

Mr. Colasinski: It is fun and there are interesting YouTube videos on disc golf. Thank you for coming.

Mr. Carnesale: So, the workshop is June 3<sup>rd</sup>?

Mr. Showe: Yes, next week.

Mr. Carnesale: When is the regular meeting?

Mr. Showe: Two weeks after that.

Mr. Melloh: That looks like three weeks.

Mr. Showe: I don't think so.

Mr. Carnesale: That's why I'm asking.

Mr. Melloh: June 24<sup>th</sup> is the regular meeting.

Mr. Showe: That is three weeks. I think somebody was on vacation so we rotated that meeting.

Mr. Colasinski: So, the next meeting is a workshop and the meeting after that is our normal meeting.

Mr. Showe: Right.

Mr. Carnesale: That works out well because I will be on vacation in the middle of June.

Mr. Showe: I think that's why we changed it. If there are no further comments, I will entertain a motion to adjourn.

**ELEVENTH ORDER OF BUSINESS**

**Adjournment**

On MOTION by Mr. Colasinski seconded by Mr. McCarthy with all in favor the meeting was adjourned.

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Secretary/Assistant Secretary

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Chairman/Vice Chairman



MINUTES OF MEETING  
VIERA EAST  
COMMUNITY DEVELOPMENT DISTRICT

The Audit Committee meeting of the Board of Supervisors of the Viera East Community Development District was held on Thursday, May 27, 2021 at 7:00 p.m. at Faith Lutheran Church in the Multi-Purpose Room, 5550 Faith Drive, Viera, Florida.

Present and constituting a quorum were:

Rob Dale ( <i>by phone</i> )	Chairman
Pete Carnesale	Vice Chairman
Steve Colasinski	Treasurer
Paul McCarthy	Assistant Secretary
David Bedwell	Assistant Secretary

Also present were:

Jason Showe	District Manager
Tim Melloh	General Manager

**FIRST ORDER OF BUSINESS**

**Roll Call**

Mr. Showe called the meeting to order at 8:20 p.m. Mr. Colasinski, Mr. Carnesale, Mr. McCarthy and Mr. Bedwell were present in person and Mr. Dale was present via phone.

**SECOND ORDER OF BUSINESS**

**Public Comment Period**

Mr. Showe: Only members of the Board are in the room at the present time.

**THIRD ORDER OF BUSINESS**

**Audit Services**

**A. Approval of Request for Proposals and Selection Criteria**

Mr. Showe: You really only have one choice when it comes to Selection Criteria. You can either include price or exclude price. It is always our recommendation to include price because typically the folks that are going to bid are all qualified in price. It may be the only way to determine which vendor you want to use. So, we included prices in there. If the Board is comfortable with that, we just need a motion to include that Selection Criteria.

On MOTION by Mr. Colasinski seconded by Mr. McCarthy with all in favor the Request for Proposals and Selection Criteria as presented was approved.

**B. Approval of Notice of Request for Proposals for Audit Services**

Mr. Showe: We have the advertisement that will go into the newspaper to advertise for audit services. This is Statutorily required.

On MOTION by Mr. Dale seconded by Mr. McCarthy with all in favor the Notice of Request for Proposals for Audit Services was approved.

**C. Public Announcement of Opportunity to Provide Auditing Services**

Mr. Showe: We will just make a public announcement that the Viera East CDD is seeking qualified auditors for bidding. Since there is nothing further, we need a motion to adjourn.

**FOURTH ORDER OF BUSINESS**

**Adjournment**

On MOTION by Mr. Colasinski seconded by Mr. McCarthy with all in favor the Audit Committee Meeting was adjourned.

\_\_\_\_\_  
Secretary/Assistant Secretary

\_\_\_\_\_  
Chairman/Vice Chairman

# SECTION V

# SECTION A





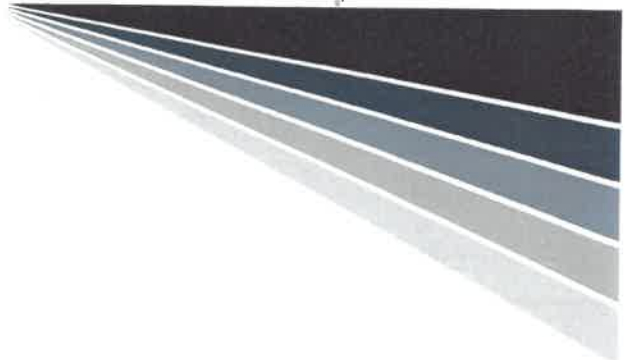
TECHNICAL PROPOSAL

# VIERA EAST COMMUNITY DEVELOPMENT DISTRICT

Submitted to: GOVERNMENTAL MANAGEMENT SERVICES CENTRAL FLORIDA



June 17, 2021



June 17, 2021

Governmental Management Services Central Florida  
219 East Livingston Street  
Orlando, FL 32801  
Attn: Jason Showe

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

Dear Mr. Showe and Selection Committee:

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

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

Leading our commitment to the Viera East CDD is myself, Steven Collins, PhD, PE. I have over 16 years of civil engineering experience and a strong understanding of the unique needs of a CDD. My ability to develop strong relationships with clients has ensured that the end results exceed the expectations of District Managers through careful coordination of schedules, budgets, and priorities. I am most proud of my reputation of responsiveness when addressing the needs of JMT's clients. **The point of contact for this CDD will be myself, Steven Collins. I will be responsible for attending District Board meetings, performing construction services, and any other engineering tasks.**

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

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

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

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

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

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

**Permitting:** JMT will inspect existing ponds in accordance with St. Johns River Water Management District (SJRWMD) maintenance schedules and all inspection reports will be filed and cataloged by our staff. Our long-term partnership with the water management districts, our continuing services contracts for reviewing ERP permits, and past work on NPDES and Drainage Connection permits for FDOT have been invaluable in serving the stormwater needs of the following clients:

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

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

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

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



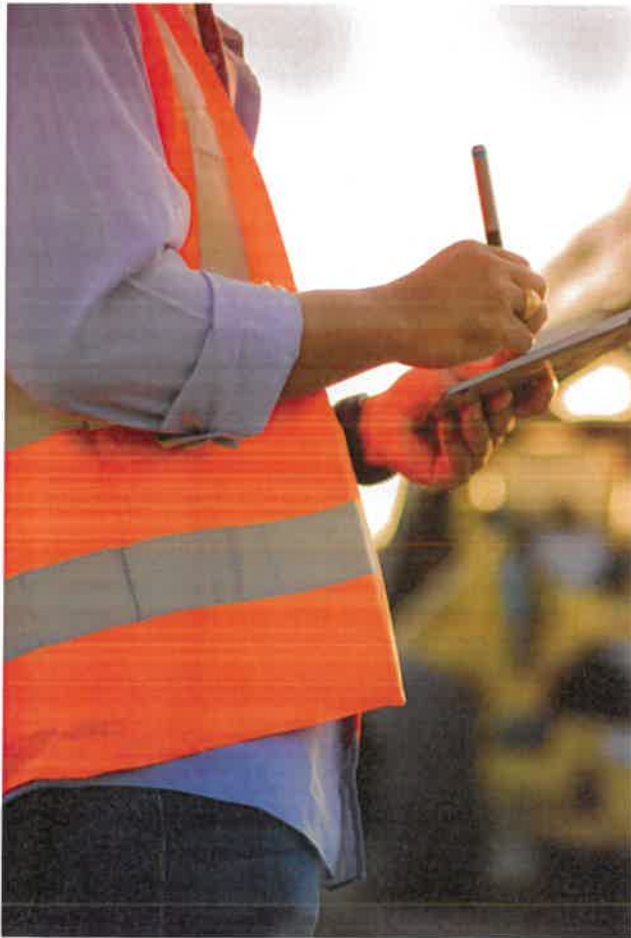
Steven Collins, PhD, PE  
Project Manager



Luis Tellechea, PE  
Vice President



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# ABILITY AND ADEQUACY OF PROFESSIONAL PERSONNEL

## FIRM PROFILE

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

JMT is currently ranked **#52 on the Engineering News-Record's (ENR) list of the nationwide Top 500 Design Firms**. JMT's staff of more than 1,600

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

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

## SERVICE OFFERINGS INCLUDE:

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

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

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

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





## SELECT KEY PERSONNEL

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



### STEVEN COLLINS, PE, PHD

Steven has 16 years of experience in water resource engineering for federal, state, and local projects. His experience includes highway drainage design, stormwater management BMP designs, hydrologic/hydraulic and sediment transport modeling, erosion and sediment control, watershed assessments and planning, TMDL/WIP/MS4 compliance, wetland mitigation, stream restoration and stabilization, landscape design, construction inspection, cost estimating, and water quality analyses.



### STEPHEN BRLETIC, PE

Stephen has over 10 years of experience in Tampa Bay area land development engineering. His project experiences include design and permitting for a wide range of projects, including residential subdivisions, commercial developments, and borrow pits. He routinely performs the functions necessary to design and permit land development projects.



### ROBERT DVORAK, PE

Robert is responsible for managing the water resource and drainage projects for JMT as well as the design, hydrologic and hydraulic modeling, and regulatory permitting for a wide range and variety of projects. He has 35 years of professional civil engineering experience, all in the state of Florida. His experience with the implementation of local and state regulations has enhanced his ability to expedite the permitting process.



## JASON FLICK, PE

Jason has more than 13 years of civil and transportation engineering experience in Florida. His design experience includes resurfacing, rehabilitation, and restoration (3R) projects, reconstruction, and new construction, including aspects such as asphalt and concrete pavement design, geometric design, public involvement, drainage design, shared-use path, and sidewalk construction. Formerly, Mr. Flick was a pavement designer for FDOT District 5, working on all District 5 projects involving pavement design, cross-slope correction review, and constructability.



## DEREK DOUGHTY, PE, CFM, D.WRE

Derek has over 34 years of diversified civil engineering experience, including 27 years in hydrologic and hydraulic modeling of stormwater conveyance systems and management facilities. Derek has extensive experience in watershed management, master planning, land engineering and planning, developments of regional impact, stormwater projects, commercial, single-family and multi-family site development engineering, and roadway design.



## ALEXANDRA SERRA

Alexandra is a semi-recent graduate of the University of Florida with a Bachelor of Science in Environmental Engineering. Prior to joining JMT, she worked as a Civil Engineer in Training for two years performing stormwater modeling to include pre- and post-development, site permitting, and production of plan drawings incorporating design criteria and standards.



## RICK NEIDERT

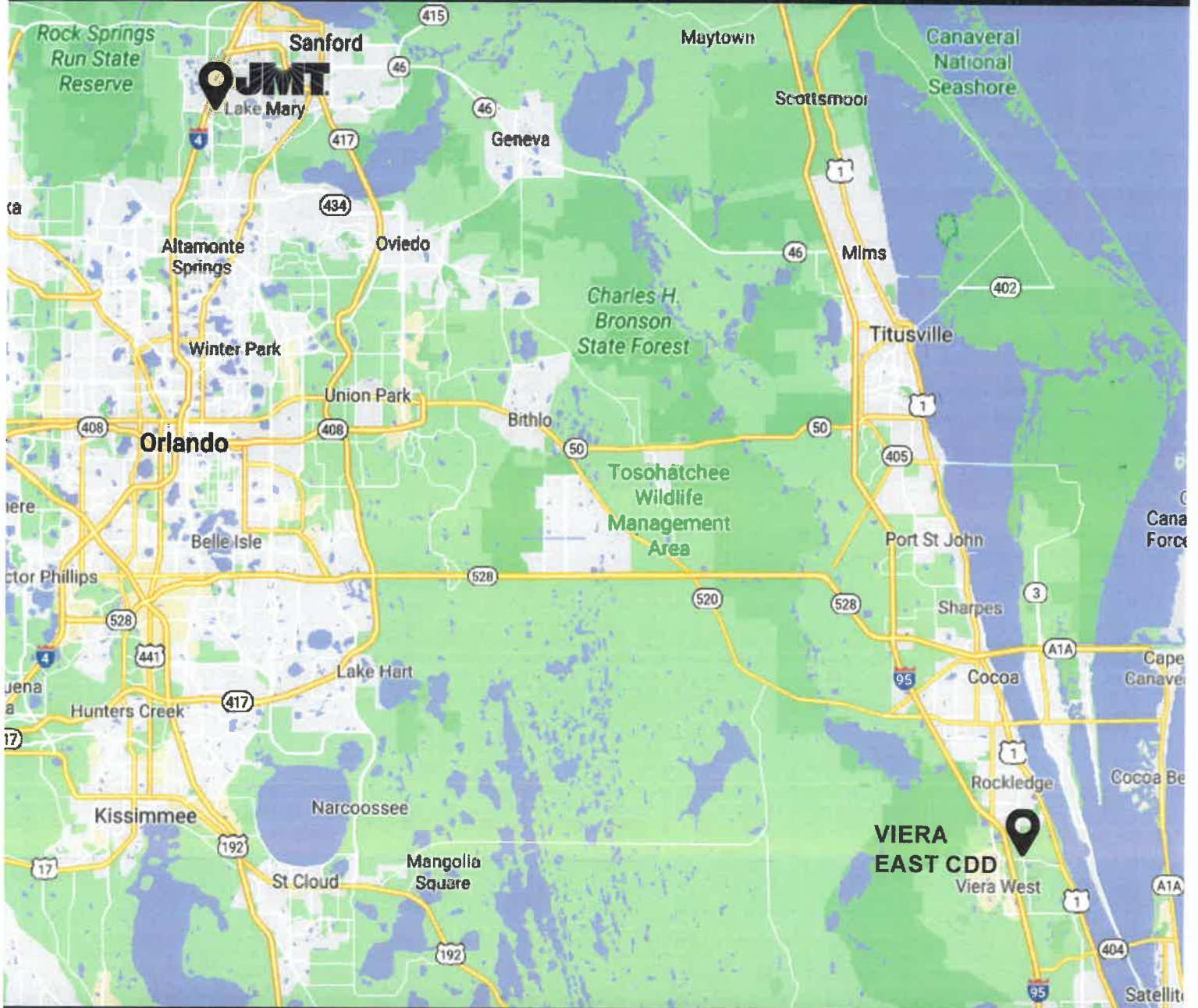
Rick has 28 years of field experience with roadway, utility, and stormwater projects, construction inspection and constructability, and field survey, which bring a valuable perspective to our design and construction management teams. He is responsible for performing inspections on a variety of transportation and stormwater projects throughout southwest Florida.

# GEOGRAPHIC LOCATION

JMT Lake Mary

615 Crescent Executive Court, Suite 106

Lake Mary, Florida 32746



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

# PAST PERFORMANCE

## HERITAGE SPRINGS COMMUNITY DEVELOPMENT DISTRICT (CDD)

Trinity, FL

Owner: Inframark Infrastructure Mgmt. Services

**Hole #17 Drainage Improvement Project.** JMT designed regrading for a section of the community golf course that was already filled and partially blocking the free flow of water over a 250-foot weir. The new design created a compromise, providing a dry landing area for golfers without inhibiting the flow of water during flood conditions. JMT included rip-rap to stabilize areas within high-flow zones, along with a stone-filled Geoweb containment system. *(Construction budget: \$35,000)*

**Pond Inspections and Report Writing.** JMT conducts inspections and writes reports as part of this as-needed professional engineering assignment. There are 39 water management facilities in the CDD which require inspection and certification compliance for the SWFWMD. JMT researched each file to establish a list of facilities and prioritize their inspection and certification needs. Currently, JMT is conducting several inspections quarterly to maintain a satisfactory schedule with the District.

**Warrington Way Drainage Project.** Warrington Way has historically flooded due to low elevations in the roadway, causing standing water during peak flood conditions in adjacent wetlands. This project required a bypass drainage system to capture and route water away from the Warrington Way storm sewer system, thereby alleviating flood water and providing another outfall to the wetland. JMT updated the Master Drainage Analysis and provided a hydrologic and hydraulic modeling analysis, ensuring the proposed project would not adversely impact downstream properties. JMT also obtained a modification to the approved Environmental Resource Permits (ERP) from SWFWMD and provided construction management services, handling everything from bidding to construction observations and final close-outs. *(Construction budget: \$150,000)*

**Pond Repairs.** JMT provides ongoing pond inspections and develops plans for specific repairs to banks, gabions, weirs, and flumes. JMT also ensures water can flow freely from the development by clearing potential obstructions around structures in the wetlands.

**Grass Carp Research.** JMT developed research literature regarding grass carp to control nuisance vegetation in stormwater detention ponds and presented a full report with recommendations to the Board.

## LEXINGTON OAKS COMMUNITY DEVELOPMENT DISTRICT (CDD)

Wesley Chapel, FL

Owner: Inframark Infrastructure Mgmt. Services

**Pond Bank Restoration.** JMT performed surveying, design, and construction administration tasks to reconstruct and restore numerous stormwater management pond banks within the community. This project restored eroded banks and repaired drainage structures, thereby improving safety and functionality. *(Construction performed to-date: \$450,000)*

**Permit Inventory and Inspection Scheduling.** JMT researched and inventoried permit documents from the SWFWMD office and developed a detailed map and spreadsheet indicating each permit, Lexington Oaks Community pond location, inspection time, and Hillsborough County parcel number.

**Pond Maintenance Plan.** JMT performed inspections for several pond sites to determine potential issues requiring maintenance or repair. JMT found numerous ponds with eroded side slopes and dysfunctional control structures due to skimmer settlement and foundation/embankment erosion. JMT prepared a report for the CDD to use as a planning tool for future pond maintenance and repair.

**Amenities Center Drainage Improvements.** JMT performed survey and design services to alleviate extensive flooding which kept residents from using playcourts and fields and prohibited maintenance. *(Construction budget: \$40,000)*

**ADA Facility Compliance.** JMT developed a list of necessary ADA facility improvement requirements and developed plans for the first set of new sidewalks scheduled for improvement in the near future.

**Reserve Study.** JMT has prepared two updates to the CDD's Reserve Study.

**Court Resurfacing.** JMT prepared plans for the resurfacing of two tennis courts and one basketball court. *(Construction budget: \$15,000)*

**Pool Heating Analysis.** JMT prepared an analysis comparing natural gas and propane heating for the District's pool.



## SOUTH FORK COMMUNITY DEVELOPMENT DISTRICT (CDD)

Riverview, FL

Owner: Inframark Infrastructure Mgmt. Services

**Permit Inventory and Inspection Scheduling.** JMT researched and inventoried permit documents from the SWFWMD office and developed a detailed map and spreadsheet indicating each permit, South Fork Community pond location, inspection time, and Hillsborough County parcel number.

**Pond Bank Restoration.** JMT performed surveying, design, and construction administration tasks for the reconstruction and restoration of the pond banks on three stormwater management ponds within the community. The objective of the project was to restore the eroded banks to the permitted side slopes and repair drainage structures required for safety and functionality. (Construction budget: \$209,000)

**Traffic Analyses.** JMT has reviewed the Signal Warrant Study provided by FDOT for the intersection of Ambleside Boulevard at US 301. JMT provided updated traffic counts to determine if the recent development in the area had increased traffic volumes to the point of warranting a signal at this location.

**Pond Maintenance Plan.** The objective of this task was to determine the extent of repair needed for specific ponds, establish an estimated cost, and prioritize the immediate needs for each pond based on the functional performance requirements. Inspections were performed for each pond site noting any issue requiring maintenance or repair. Numerous ponds had erosion on the side slopes, and several had drainage structures that were not functioning as designed due to becoming dislodged from embankment erosion. A report was prepared and presented to the CDD Board for alternative measures to address the pond issues and RFP packages were prepared for bidding purposes.

**Clubhouse Parking Lot Expansion.** JMT performed survey, design, and permitting tasks to add six parking spaces and incorporate an inlet and pipe system to alleviate an ongoing problem with standing water in the driveway.



Pond Bank Restoration at South Fork CDD | Photo credit: James Griffin and Griffin Brothers Civil Construction



Pedestrian Boardwalk at Oak Creek CDD

## OAK CREEK COMMUNITY DEVELOPMENT DISTRICT (CDD)

Wesley Chapel, FL

Owner: Inframark Infrastructure Mgmt. Services

**Permit Inventory and Inspection Scheduling.** JMT researched and inventoried permit documents from the SWFWMD office and developed a detailed map and spreadsheet indicating each permit, Oak Creek Community pond location, inspection time, and Pasco County parcel number.

**Basketball Court.** JMT performed survey, design, permitting, and construction administration for a new basketball court adjacent to their clubhouse pool. The court will also be striped for a dual use for two pickleball courts. (Construction budget: \$36,000)

**Trail Boardwalks.** JMT performed survey, design, permitting, and construction administration for a pedestrian boardwalk in two locations within the community to connect existing trails through wetlands and over creeks to provide residents with safe access to the natural uplands to utilize as a picnic or walking trail amenity. (Construction budget: \$63,000)

**Playground Expansion.** JMT performed survey, design, and permitting to expand the existing playground to accommodate a new swing set area for toddlers while maintaining safe ADA access.

## SPRING RIDGE COMMUNITY DEVELOPMENT DISTRICT (CDD)

Brooksville, FL

Owner: *Inframark Infrastructure Mgmt. Services*

**Community Lighting Analysis and Planning.** JMT performed an evaluation of the current street lighting within the Spring Ridge community and provided a planning site plan to the local electricity provider to add light poles to increase coverage of light during the night as an increase to safety.

**Traffic Study.** JMT is conducting an analysis of the current traffic conditions within the community to determine if changes to speed limits, signage, and crosswalks are necessary to increase safety and reduce speeding.

**Clubhouse Parking Improvements/Crosswalks.** JMT provided survey, design, and construction administration services in relation to drainage improvements, providing additional parking, and designing walkways to ADA standards. This task also included implementing crosswalks throughout the community to FDOT standards.

## THE WOODLANDS COMMUNITY DEVELOPMENT DISTRICT (CDD)

North Port, FL

Owner: *Inframark Infrastructure Mgmt. Services*

**SWFWMD ERP and WUP Permit Map.** The board requested JMT to produce a map showing the limits covered by each SWFWMD ERP and WUP permit within the development. JMT researched SWFWMD files to identify stormwater management facilities and wells and pumps and developed separate spreadsheet to identify the permittees and operation and maintenance entities. This map will be used a useful resource for current and future board members, the community's vendors and the CDD staff.

**Pond Equalizer Pipe.** JMT provided construction observation and an as-built survey for a stormwater pipe project designed to equalized water levels between two existing master drainage ponds. The project allowed for an increase in surface water withdrawal used for irrigation throughout the development.

## WESTCHASE COMMUNITY DEVELOPMENT DISTRICT (CDD)

Tampa, FL

Owner: *Inframark Infrastructure Mgmt. Services*

### CDD Common Area Drainage Improvements.

JMT performed survey, design, and construction administration services to address ponding issues on CDD property that was affecting private property. The project included replacing a collapsed plastic pipe and inlet system with equivalent concrete units. This project is ongoing and the CDD staff are soliciting proposals to perform the work.

**Asset/Landscape Maintenance Maps.** JMT was tasked to update the existing community maps in relation to landscape maintenance and CDD ownership to the most recent records. These maps will be used as a useful resource for current and future board members, the community's vendors, and the CDD staff. The landscape map is currently being used in their current RFP for landscaping services.



Pond Restoration at Westchase CDD

## CONCORD STATION COMMUNITY DEVELOPMENT DISTRICT (CDD)

Land O' Lakes, FL

Owner: Rizzetta & Company, Inc.

**Splash Pad.** JMT performed project management, permitting, and construction administration services in relation to construction of a splash pad amenity and hardscape improvements at the CDD clubhouse. (*Construction budget: \$150,000*)

**CDD Common Area Drainage Improvements.** JMT provided survey, design, permitting and construction administration services to address extensive ponding issues on CDD property that was affecting private property.



Splash Pad at Concord Station CDD

## BOBCAT TRAIL COMMUNITY DEVELOPMENT DISTRICT (CDD)

North Port, FL

Owner: Inframark Infrastructure Mgmt. Services

**Roadway Assessment.** JMT provided a proposal to research the composition of the original roadway asphalt design and performed a site visit to observe existing pavement conditions. JMT will evaluate pavement conditions based on current pavement surface rating guidelines and document the findings, including pictures, in a written report with construction cost estimates.

## STERLING HILL COMMUNITY DEVELOPMENT DISTRICT (CDD)

Spring Hill, FL

Owner: Rizzetta & Company, Inc.

**Permit Inventory and Inspection Scheduling.** JMT researched and inventoried permit documents from the SWFWMD office and developed a detailed map and spreadsheet indicating each permit, Sterling Hill Community pond location, inspection time, and Hernando County parcel number.

**Splash Pad.** JMT provided project management services for the CDD selected contractor and Engineer-of-Record for a splash pad project at the Sterling Hill South clubhouse facility. This also required permit modifications to the community's SWFWMD Environmental Resource Permit.

## HERITAGE OAK PARK COMMUNITY DEVELOPMENT DISTRICT (CDD)

Port Charlotte, FL

Owner: Inframark Infrastructure Mgmt. Services

**Clubhouse Acoustics Project.** Due to poor sound quality and reverberation in the main hall of the clubhouse, the board requested JMT to research specialist acoustic consultants, procure proposals, and provide a summary and recommendation for the board's review and approval. The project was successfully implemented and consisted of 21 acoustic panels placed on walls throughout the clubhouse covered in matching fabric.

**Pool Deck Improvement Project.** JMT prepared plans and specifications for improvements to the clubhouse pool deck which was experiencing subsidence due to poor underlying soils. JMT also prepared and issued an RFP package, solicited proposals from contractors, and held a pre-proposal meeting on-site. This project is ongoing.

## DIAMOND HILL COMMUNITY DEVELOPMENT DISTRICT (CDD)

Valrico, FL

Owner: Rizzetta & Company, Inc.

**Brilliant Cut Way Drainage Improvements.** JMT performed survey, design, permitting, and construction administration to improve drainage and alleviate nuisance flooding in yards adjacent to CDD ponds and residential properties. *(Construction budget: \$20,000)*

**Permit Inventory and Inspection Scheduling.** JMT researched and inventoried permit documents from the Southwest Florida Water Management District (SWFWMD) office and developed a detailed map and spreadsheet indicating each permit, Diamond Hill Community pond location, inspection time, and parcel number.

**Pond Repairs.** JMT assessed the conditions of a stormwater detention pond and examined recent repairs to its drainage structure and inflow pipe foundation for this two-phase project. Staff collected data, evaluated and researched permits, and performed hydraulic and hydrologic calculations. For Phase I, JMT published a report outlining feasible improvements and cost estimates. For Phase II, JMT developed construction documents for competitive bid and designed a much-improved energy dissipating structure with sand cement armoring and regrading along the bottom and side slopes of the pond.



## HARBOUR ISLES COMMUNITY DEVELOPMENT DISTRICT (CDD)

Apollo Beach, FL

Owner: Rizzetta & Company, Inc.

**Permit Inventory and Inspection Scheduling.** JMT researched and inventoried permit documents from the SWFWMD office and developed a detailed map and spreadsheet indicating each permit, Harbour Isles Community pond location, inspection time, and Hillsborough County parcel number.

**New Fitness Center.** JMT completed site design and permitting for a new community fitness center. Staff obtained permits from Hillsborough County and SWFWMD. JMT prepared contract documents, including general conditions, assisted in the bid phase, and provided construction phase services. *(Construction budget: \$119,000)*

**Night Swimming Assessment.** JMT performed light readings and made lighting recommendations regarding the availability of the community swimming pool during dark hours.

**Traffic Analyses.** JMT reviewed a Signal Warrant Study from the Florida Department of Transportation (FDOT) for the intersection of US 41/SR 45 at Spindle Shell Way. JMT is currently working with FDOT and a neighboring development to discuss their review.

**Miscellaneous Assistance.** JMT provides ongoing miscellaneous assistance regarding CDD assets such as reclaimed water assessment and construction, pool paver subsidence, nuisance flooding around the pool and landscaping, utility valve subsidence, decorative lighting assistance, and monitoring the County's progress extending reclaimed water to the development within the next two years.





Sidewalk Repairs at Fishhawk Ranch CDD

## FISHHAWK RANCH COMMUNITY DEVELOPMENT DISTRICT (CDD)

Lithia, FL

Owner: Rizzetta & Company, Inc.

**Permit Inventory and Inspection Scheduling.** JMT researched and inventoried permit documents from the SWFWMD office and developed a detailed map and spreadsheet indicating each permit, Fishhawk Ranch Community pond location, inspection time, and Hillsborough County parcel number.

**Engineer Transition.** This task required coordination with the past Engineer-of-Record for the community to retain and update all documents during a transition and merger of three CDDs including maintenance and inventory data and maps, clubhouse equipment inventory, and past CDD owned improvement project data.

**Trail Evaluation/Repair Projects.** This task required field evaluation of specific sections of the Fishhawk Ranch community trail which experienced drainage issues or failure. JMT performed limited survey, design, and permitting to address the trail issues in some cases. JMT also performed construction administration services related to the construction and improvements to the trails.

**Fishhawk Aquatic Center Vault Replacement.** This task required evaluation of an aging underground vault that housed pumps and equipment for the waterfall feature pool at the Aquatic Center that was failing. JMT handled soliciting an RFP to contractors along with construction administration services related to the vault replacement. (Construction budget: \$75,000)

**Fishhawk Tennis Club Drainage Improvements.** This task required design and construction administration services to address ponding and drainage impendence surrounding the existing clay tennis courts while maintaining the aesthetics and landscaping in the area. (Construction budget: \$12,000)

## MIRA LAGO COMMUNITY DEVELOPMENT DISTRICT (CDD)

Apollo Beach, FL

Owner: Rizzetta & Company, Inc.

**Permit Inventory and Inspection Scheduling.** JMT researched and inventoried permit documents from the SWFWMD office and developed a detailed map and spreadsheet indicating each permit, Mira Lago Community pond location, inspection time, and Hillsborough County parcel number.

**Pond Bank Restoration.** JMT performed surveying, design, and construction administration tasks for the reconstruction and restoration of the pond banks on numerous stormwater management ponds within the community. The objective of the project was to restore the eroded banks to the permitted side slopes and repair drainage structures required for safety and functionality. (Construction budget: \$70,000)

**Adjacent Development Impact Management.** This task required coordination with state permit agencies and private developers to coordinate impacts to the existing community caused by the new construction of a subdivision adjacent to the CDD owned properties and residential lots.



Pond Bank Restoration at Mira Lago CDD

## RIVER BEND COMMUNITY DEVELOPMENT DISTRICT (CDD)

Ruskin, FL

Owner: Meritus Communitas

**Permit Inventory and Inspection Scheduling.** JMT researched and inventoried permit documents from the SWFWMD office and developed a detailed map and spreadsheet indicating each permit, River Bend Community pond location, inspection time, and Hillsborough County parcel number.

**Amenity Center Drainage Improvements.** The River Bend CDD has experience chronic flooding due to rapid expansion of the amenities within the parcel without accommodating additional stormwater runoff. JMT performed survey, design, permitting, and construction administration services to address existing flooding occurring at the access, parking lot, playground, tennis court, pool equipment area, and open spaces. The improvements will accommodate future amenity projects through total buildout of the parcel. (Construction budget: \$119,000)

**Basketball/Tennis Court Replacement.** JMT performed survey, design, permitting, and construction administration for a basketball/tennis court with associated fencing and security adjacent to their clubhouse pool to replace the existing failed courts. (Construction budget: \$135,000)

**Pool Heating Analysis and Construction.** JMT prepared a comparative analysis of heating the District's pool using natural gas, electricity, or propane. JMT also performed all construction administration services associated with implementing an electrical heat pump system. (Construction budget: \$65,000)



Basketball/Tennis Court Replacement at River Bend CDD



Pond Bank Restoration at Bridgewater of Wesley Chapel CDD

## BRIDGEWATER AT WESLEY CHAPEL COMMUNITY DEVELOPMENT DISTRICT (CDD)

Wesley Chapel, FL

Owner: Rizzetta & Company, Inc.

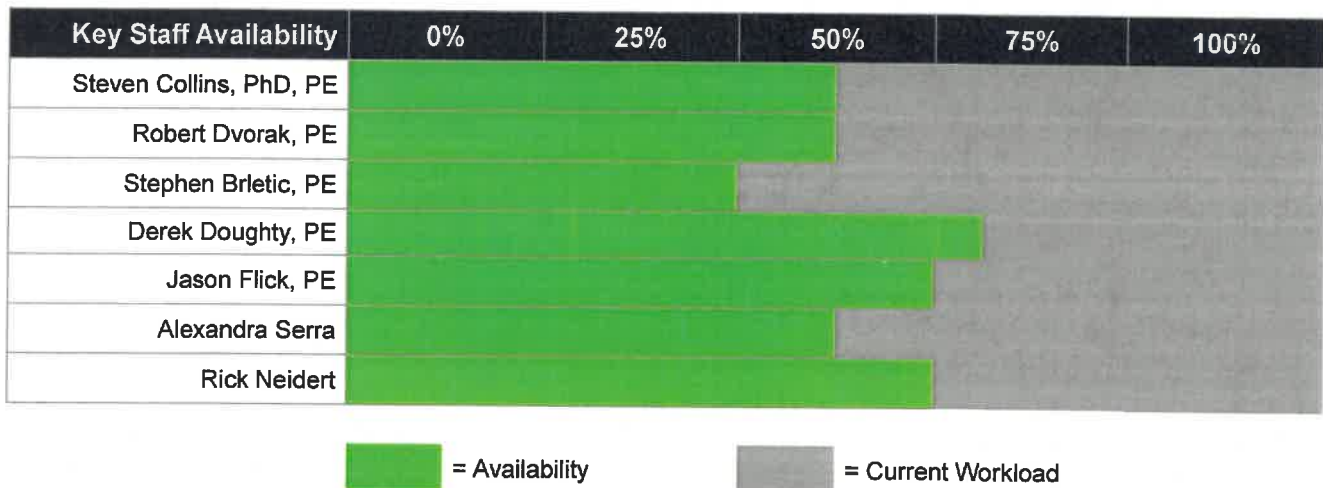
**Pond Bank Restoration.** JMT performed surveying, design, and construction administration tasks for the reconstruction and restoration of the pond banks on numerous stormwater management ponds within the community. The objective of the project was to restore the eroded banks to the permitted side slopes and repair drainage structures required for safety and functionality. (Construction performed to-date: \$70,000)

**Pond Maintenance Plan.** The objective of this task was to determine the extent of repair needed for each pond, establish an estimated cost, and prioritize each pond based on the functional performance requirements. Inspections were performed for each pond site noting any issue that would require maintenance or repair. Numerous ponds had erosion on the side slopes and several had control structures that were not functioning as designed due to skimmer settlement or foundation/embankment erosion. A report was prepared and presented to the CDD Board for additional action and as a planning tool to eventually address all the ponds.

**Sidewalk Evaluation.** This task required a walkthrough of the entire community to evaluate the ADA compliance of the CDD maintained sidewalks. A full inventory with picture documentation was then presented to the board with cost estimates of the repairs. JMT also performed construction administration services in relation to the repair project. (Construction budget: \$30,000)

# CURRENT / PROJECT WORKLOAD

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



## WORK PREVIOUSLY AWARDED

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

## MINORITY BUSINESS ENTERPRISE

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

# PROJECT MANAGEMENT TOOLS

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

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

- **Hard work** – Every member of our team understands that hard work is the foundation for every project. Once we mutually agree on an approach, our team focus is on delivering superior service and a project that surpasses your quality, schedule, and budget requirements.
- **Community Involvement** – Among our core values is a serious commitment to community involvement. From Chamber events to college scholarships, JMT gives back to our community and will do so with Viera East CDD.

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

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







# MANAGING PROJECTS TO MEET SCHEDULE AND BUDGET

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

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

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

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

## SCHEDULE & BUDGET CONTROLS

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

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

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

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

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

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

# PROPOSED BILLING STRUCTURE

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

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

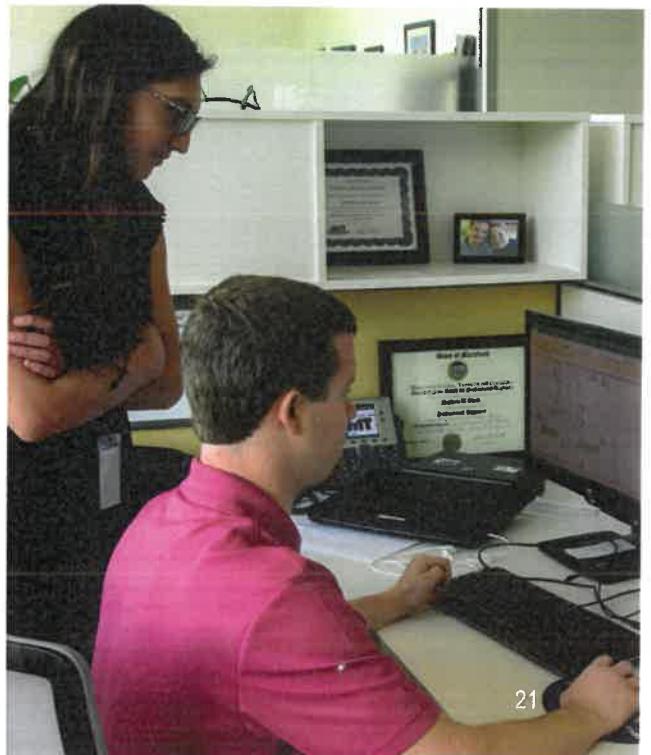
## PERSONNEL ASSIGNMENT & PROJECT EFFICIENCY

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


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

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


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



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**JOHNSON, MIRMIRAN & THOMPSON, INC**  
 2400 E COMMERCIAL BLVD STE 800, FORT LAUDERDALE, FL 33308-4004  
 Phone 954-492-9921

[Complaints 0](#)  
[Print](#)

License Type	License#	Issued	Expires	Status
Surveyor Business	LB8146	05/20/16	02/28/23	Active
Surveyor of Record	LS7201	11/19/18	02/28/23	Active

# *State of Florida*

## *Department of State*

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

The document number of this corporation is P05237.

I further certify that said corporation has paid all fees due this office through December 31, 2021, that its most recent annual report/uniform business report was filed on January 4, 2021, and that its status is active.

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

*Given under my hand and the  
Great Seal of the State of Florida  
at Tallahassee, the Capital, this  
the Fourth day of January, 2021*



*Ronald R. Be...*  
**Secretary of State**

Tracking Number: 8047917216CC

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# SAMPLE CERTIFICATE OF INSURANCE



## CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)  
9/15/2020

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

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

<b>PRODUCER</b> Arthur J. Gallagher Risk Management Services, Inc. 11311 McCormick Road, Ste 450 Hunt Valley MD 21031-8622	<b>CONTACT NAME:</b> PHONE (A/C No, Ext): 443-798-7499      FAX (A/C, No): 443-798-7290 E-MAIL ADDRESS: BW2.BSD.CERTS@AJG.COM														
<b>INSURED</b> Johnson, Mirmiran & Thompson, Inc. 2000 East 11th Avenue Suite 300 Tampa FL 33605	<table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <th style="text-align: left;">INSURER(S) AFFORDING COVERAGE</th> <th style="text-align: left;">NAIC #</th> </tr> <tr> <td>INSURER A : Zurich American Insurance Company</td> <td>16535</td> </tr> <tr> <td>INSURER B : Continental Insurance Company</td> <td>35289</td> </tr> <tr> <td>INSURER C :</td> <td></td> </tr> <tr> <td>INSURER D :</td> <td></td> </tr> <tr> <td>INSURER E :</td> <td></td> </tr> <tr> <td>INSURER F :</td> <td></td> </tr> </table>	INSURER(S) AFFORDING COVERAGE	NAIC #	INSURER A : Zurich American Insurance Company	16535	INSURER B : Continental Insurance Company	35289	INSURER C :		INSURER D :		INSURER E :		INSURER F :	
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INSURER D :															
INSURER E :															
INSURER F :															

**COVERAGES** **CERTIFICATE NUMBER: 916084438**      **REVISION NUMBER:**

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

INSR LTR	TYPE OF INSURANCE	ADDL. SUBR INSD. WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR  GEN'L AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input checked="" type="checkbox"/> PRO-JECT <input checked="" type="checkbox"/> LOC OTHER:		GLO017137406	9/1/2020	9/1/2021	EACH OCCURRENCE \$ 2,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 300,000 MED EXP (Any one person) \$ 5,000 PERSONAL & ADV INJURY \$ 2,000,000 GENERAL AGGREGATE \$ 4,000,000 PRODUCTS - COMP/OP AGG \$ 4,000,000 \$
A	<input checked="" type="checkbox"/> AUTOMOBILE LIABILITY <input checked="" type="checkbox"/> ANY AUTO <input type="checkbox"/> OWNED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS NON-OWNED AUTOS ONLY <input checked="" type="checkbox"/> HIRED AUTOS ONLY <input checked="" type="checkbox"/>		BAP017137506	9/1/2020	9/1/2021	COMBINED SINGLE LIMIT (Ea accident) \$ 2,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ \$
B	<input checked="" type="checkbox"/> UMBRELLA LIAB <input checked="" type="checkbox"/> OCCUR <input type="checkbox"/> EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE DED    RETENTION \$		6011444526	9/1/2020	9/1/2021	EACH OCCURRENCE \$ 10,000,000 AGGREGATE \$ 10,000,000 \$
A	<input checked="" type="checkbox"/> WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	Y/N <input checked="" type="checkbox"/> N    N/A	WC017137807	9/1/2020	9/1/2021	<input checked="" type="checkbox"/> PER STATUTE <input type="checkbox"/> OTH-ER E.L. EACH ACCIDENT \$ 1,000,000 E.L. DISEASE - EA EMPLOYEE \$ 1,000,000 E.L. DISEASE - POLICY LIMIT \$ 1,000,000

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

<b>CERTIFICATE HOLDER</b>  Evidence of Insurance	<b>CANCELLATION</b>  SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.  AUTHORIZED REPRESENTATIVE 
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**ARCHITECT – ENGINEER QUALIFICATIONS**

**PART I - CONTRACT-SPECIFIC QUALIFICATIONS**

**A. CONTRACT INFORMATION**

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

**Viera East Community Development District, Brevard County, FL**

2. PUBLIC NOTICE DATE

3. SOLICITATION OR PROJECT NUMBER

N/A

**B. ARCHITECT-ENGINEER POINT OF CONTACT**

4. NAME AND TITLE

**Steven Collins, PhD, PE**

5. NAME OF FIRM

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

6. TELEPHONE NUMBER

407-562-4970

7. FAX NUMBER

N/A

8. E-MAIL ADDRESS

[sdcollins@jmt.com](mailto:sdcollins@jmt.com)

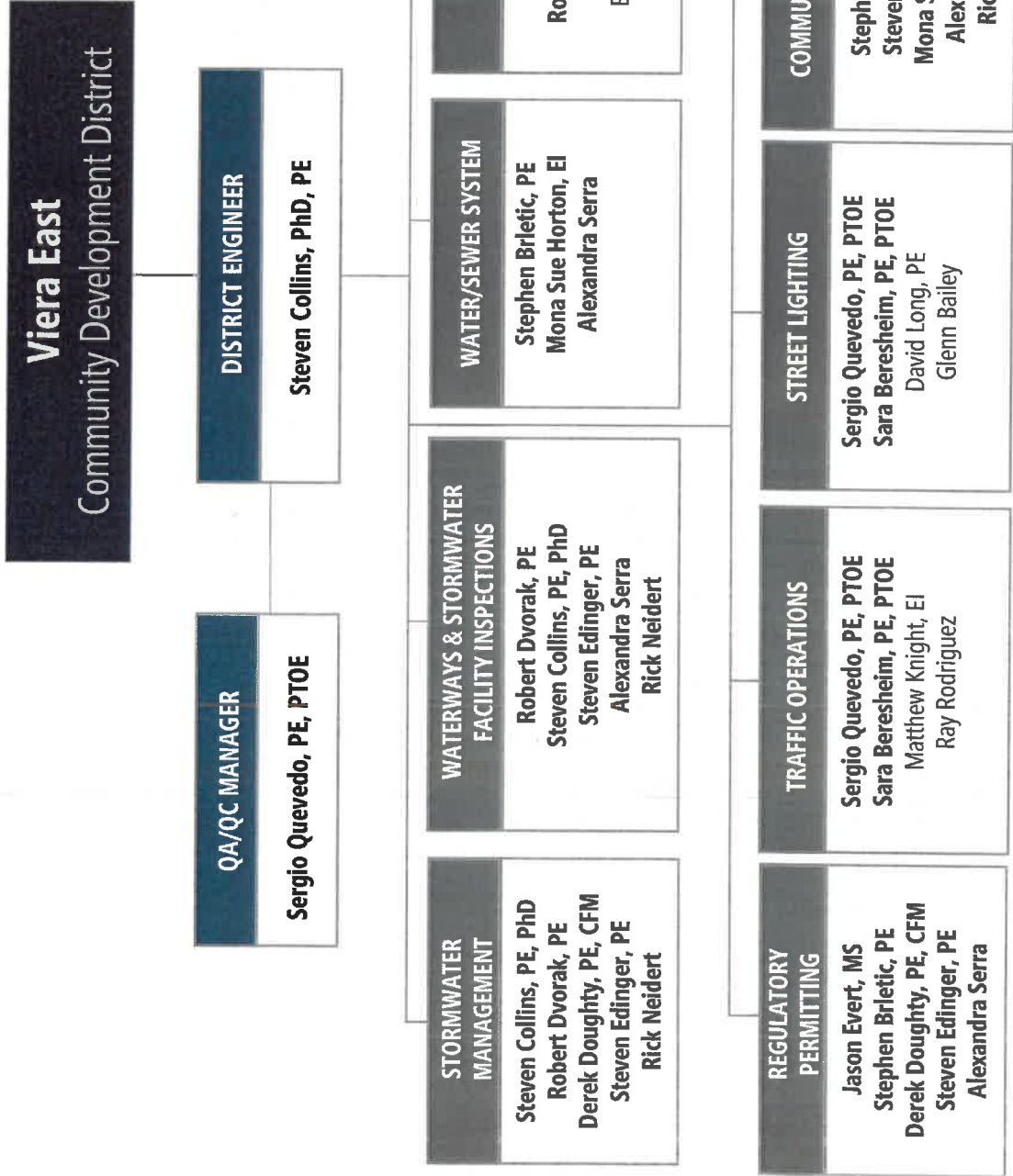
**C. PROPOSED TEAM**

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

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

**D. ORGANIZATIONAL CHART OF PROPOSED TEAM**

*(Attached)*





E. RESUMES OF KEY PERSONNEL PROPOSED FOR THIS CONTRACT

(Complete one Section E for each key person.)

12. NAME <b>Steven Collins, PhD, PE</b>		13. ROLE IN THIS CONTRACT <b>Project Manager</b>		14. YEARS EXPERIENCE	
				a. TOTAL 16	b. WITH CURRENT FIRM 5
15. FIRM NAME AND LOCATION (City and State) <b>Johnson, Mirmiran and Thompson, Inc. (JMT)   Lake Mary, FL</b>					
16. EDUCATION (DEGREE AND SPECIALIZATION) PhD / Biology   ME / Agricultural and Biological Engineering BS / Biological Systems Engineering			17. CURRENT PROFESSIONAL REGISTRATION (STATE AND DISCIPLINE) Professional Engineer   FL, No. 80872		
18. OTHER PROFESSIONAL QUALIFICATIONS (Publications, Organizations, Training, Awards, etc.) Dr. Collins is a water resources engineer with experience in stormwater management BMP designs, roadway drainage design, landscape design, erosion and sediment control, watershed assessments and planning, TMDL/WIP/MS4 compliance, wetland mitigation, hydrologic/hydraulic and sediment transport modeling, stream restoration and stabilization, construction inspection, cost estimating, water quality analyses, and permitting. He has experience using ICPRv4, ArcGIS, HEC-RAS, HEC-HMS, HSPF, EPA-SWMM, PC-SWMM, XP-SWMM, TR-20, TR-55, HY-8, AutoCAD Civil 3D, and MicroStation.					
<b>19. RELEVANT PROJECTS</b>					
1) TITLE AND LOCATION (City and State) <b>Turnbull Creek Community Development District (CDD) Engineering Support, St. Augustine, FL</b>		(2) YEAR COMPLETED			
		PROFESSIONAL SERVICES Ongoing		CONSTRUCTION (if applicable) Varies	
a.	(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE <b>Drainage Engineer.</b> Dr. Collins is providing engineering services to the Turnbull CDD on an as-needed basis to assist the community in maintaining and improving their infrastructure assets. Engineering tasks are established by the CDD Board of Supervisors and assigned to the engineer to accomplish the specific objectives. Dr. Collins has completed or is currently working on various tasks for the Turnbull Creek community including Nuisance Flooding Remediation, Pond Bank Restoration, and Pond Maintenance coordination.		<input checked="" type="checkbox"/> Check if project performed with current firm		
1) TITLE AND LOCATION (City and State) <b>South Fork Community Development District (CDD) Engineering Support, Riverview, FL</b>		(2) YEAR COMPLETED			
		PROFESSIONAL SERVICES Ongoing		CONSTRUCTION (if applicable) Varies	
b.	(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE <b>Drainage Engineer.</b> Dr. Collins is providing engineering services to the <b>South Fork Community Development District (CDD)</b> in Riverview, Florida, on an as-needed basis to assist the community in maintaining and improving their infrastructure assets. Engineering tasks are established by the CDD Board of Supervisors and assigned to the engineer to accomplish the specific objectives. Various tasks completed for the South Fork community include Permit Inventory and Inspection Scheduling, Pond Bank Restoration, Traffic Analyses, and Pond Maintenance Plan.		<input checked="" type="checkbox"/> Check if project performed with current firm		
1) TITLE AND LOCATION (City and State) <b>River Bend Community Development District (CDD) Engineering Support, Hillsborough County, FL</b>		(2) YEAR COMPLETED			
		PROFESSIONAL SERVICES Ongoing		CONSTRUCTION (if applicable) Varies	
c.	(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE <b>Drainage Engineer.</b> Dr. Collins is providing engineering services to the <b>River Bend Community Development District (CDD)</b> in Ruskin, Florida, on an as-needed basis to assist the community in maintaining and improving their infrastructure assets. Engineering tasks are established by the CDD Board of Supervisors and assigned to the engineer to accomplish the specific objectives. The tasks vary in size and complexity, and each has a specific scope and schedule that is coordinated through the Board and District Manager. Various tasks completed for the River Bend community include: <b>Permit Inventory and Inspection Scheduling</b>   This task required research of SWFWMD permit documents archived at the central Brooksville office of SWFWMD. A map and spreadsheet were developed to indicate the numerous permits, where the ponds were located within the community, when the pond inspections were to be completed, and the parcel number for Hillsborough County. <b>Amenity Center Drainage Improvements</b>   The River Bend CDD has experience chronic flooding due to rapid expansion of the amenities within the parcel without accommodating additional stormwater runoff. JMT performed survey, design, permitting, and construction administration services to address existing flooding occurring at the access, parking lot, playground, tennis court, pool equipment area, and open spaces. The improvements will accommodate future amenity projects through total buildout of the parcel.		<input checked="" type="checkbox"/> Check if project performed with current firm		
1) TITLE AND LOCATION (City and State) <b>Orange Boulevard Safety Improvements Sanford, FL</b>		(2) YEAR COMPLETED			
		PROFESSIONAL SERVICES Ongoing		CONSTRUCTION (if applicable) N/A	
d.	(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE <b>Drainage Engineer.</b> Dr. Collins is the drainage engineer of record for three miles of new sidewalk and roadway safety improvements along Orange Boulevard from SR 46 to Monroe Rd. The design alleviates local flooding issues, some of which were identified by Dr. Collins when he modeled the entire existing drainage network in ICPR. The proposed design contains eight stormwater facilities, and the proposed ICPR model demonstrates that the proposed closed drainage system improves conveyance and meets County, FDOT, and SJRWMD criteria for discharges and flood elevations. The proposed stormwater network was also modeled in Geopak Drainage. Dr. Collins developed a HEC-RAS model to demonstrate that bridge widening over the Lockhart-Smith Canal has negligible impact on the mapped floodplain and scour.		<input checked="" type="checkbox"/> Check if project performed with current firm		

	1) TITLE AND LOCATION ( <i>City and State</i> ) <b>US 441 / SR 500</b> Orange County, FL	(2) YEAR COMPLETED	
		PROFESSIONAL SERVICES 2018	CONSTRUCTION ( <i>if applicable</i> ) Ongoing
e.	(3) BRIEF DESCRIPTION ( <i>Brief scope, size, cost, etc.</i> ) AND SPECIFIC ROLE <input checked="" type="checkbox"/> Check if project performed with current firm <b>Drainage Engineer.</b> To address erosion undermining a perimeter wall from a private development, Dr. Collins designed a new stormdrain to safely capture and convey offsite and roadside runoff to an existing outfall to Lake Ola. Analyses included computations of design discharge, inlet capacity, design tailwater, energy loss, hydraulic gradient, and scour protection. Erosion control measures at the historical low were also provided.		
	1) TITLE AND LOCATION ( <i>City and State</i> ) <b>Water Oak Road Improvements</b> Flagler County, FL	(2) YEAR COMPLETED	
		PROFESSIONAL SERVICES Ongoing	CONSTRUCTION ( <i>if applicable</i> ) N/A
f.	(3) BRIEF DESCRIPTION ( <i>Brief scope, size, cost, etc.</i> ) AND SPECIFIC ROLE <input checked="" type="checkbox"/> Check if project performed with current firm <b>Drainage Engineer.</b> Dr. Collins supported design for the reconstruction of an existing dirt road with open drainage to a two-way road with 12-foot lanes, a combination of open and closed drainage with signing and marking improvements. This project will connect CR 2006 to Mahogany Road (paved) and the Northern segment of Water Oak Road (paved). A shoulder and sections of guardrail are also included with these improvements. The project is being funded with State Funds under review by FDOT District 5.		
	1) TITLE AND LOCATION ( <i>City and State</i> ) <b>Parkland Estates and Swann Avenue Stormwater Improvements</b> Tampa, FL	(2) YEAR COMPLETED	
		PROFESSIONAL SERVICES 2016-2018	CONSTRUCTION ( <i>if applicable</i> ) N/A
g.	(3) BRIEF DESCRIPTION ( <i>Brief scope, size, cost, etc.</i> ) AND SPECIFIC ROLE <input checked="" type="checkbox"/> Check if project performed with current firm <b>Project Engineer.</b> Dr. Collins performed an analysis of design alternatives to remedy flooding along Swann Avenue and Parkland Estates. Dr. Collins updated the City of Tampa's existing XP-SWMM watershed model with survey data to establish baseline conditions for the 1, 5, and 10-year/24-hour storm events. Alternatives included a new stormwater retention pond and a new outfall to the Tampa Bay which was modeled in XP-SWMM. Schematic plans and an engineer's estimate for the most effective outfall route/stormwater storage option were provided.		
	1) TITLE AND LOCATION ( <i>City and State</i> ) <b>Water Quality Improvements to Enhance Fisheries Habitat in the Lower Choctawhatchee River Basin, Phase 1, FDEP</b> Holmes, Walton, and Washington Counties, FL	(2) YEAR COMPLETED	
		PROFESSIONAL SERVICES Ongoing	CONSTRUCTION ( <i>if applicable</i> ) N/A
h.	(3) BRIEF DESCRIPTION ( <i>Brief scope, size, cost, etc.</i> ) AND SPECIFIC ROLE <input checked="" type="checkbox"/> Check if project performed with current firm <b>Hydrology and Sediment Transport Modeler.</b> To alleviate the impact of sediment in the lower Choctawhatchee basin, Dr. Collins determined the amount of sediment entering Choctawhatchee Bay and the relative amount of sediment contributed at unpaved-road stream-crossings through surveys and watershed modeling. Dr. Collins estimated sediment runoff at each unpaved crossing with RUSLE, modeled hydrology, erosion, and sediment transport with BASINS and HSPF for a 5,350 square-mile watershed. Modeling supported the design and prioritization of roadway BMPs to reduce sediment and quantify sediment reduction relative to a basin-wide goal. Dr. Collins also is the engineer of record for the roadway, drainage improvements, and BMPs to reduce sediment at fifteen crossings in Holmes, Walton, and Washington Counties. This is a total of 7 miles of roadway design.		
	1) TITLE AND LOCATION ( <i>City and State</i> ) <b>SE 4<sup>th</sup> Street SE Williston Street to SE Depot Avenue</b> City of Gainesville, FL	(2) YEAR COMPLETED	
		PROFESSIONAL SERVICES 2019	CONSTRUCTION ( <i>if applicable</i> ) Ongoing
i.	(3) BRIEF DESCRIPTION ( <i>Brief scope, size, cost, etc.</i> ) AND SPECIFIC ROLE <input checked="" type="checkbox"/> Check if project performed with current firm <b>Senior Design Engineer.</b> As part of the culvert replacement over Sweetwater Branch, Dr. Collins modeled the culvert (including velocity, shear stress, and scour) and helped determine appropriate stabilization downstream of the culvert. Dr. Collins also modeled the hydrology and hydraulics of a waterway entering the downstream side of the ditch using ArcMap, Rational Method, FHWA Hydraulic Toolbox, and Florida Department of Transportation criteria. He also calculated hydraulics and designed dimensions of an alternative pipe for this waterway.		
	1) TITLE AND LOCATION ( <i>City and State</i> ) <b>MD 27 (Ridge Road) Relocation (TransCanada)</b> Montgomery County, MD	(2) YEAR COMPLETED	
		PROFESSIONAL SERVICES 2018	CONSTRUCTION ( <i>if applicable</i> ) N/A
j.	(3) BRIEF DESCRIPTION ( <i>Brief scope, size, cost, etc.</i> ) AND SPECIFIC ROLE <input checked="" type="checkbox"/> Check if project performed with current firm <b>Design Engineer.</b> This project was conducted at the request of TransCanada (Columbia Pipeline Group) in association with the forced shifting/relocating of an existing gas line as a result of the widening of MD 27. To support the land disturbance permit, Dr. Collins prepared Stormwater Management and Erosion and Sediment Control/Grading plans per criteria from Montgomery County Department of Permitting Services, Columbia Pipeline Group, and Washington Suburban Sanitary Commission. The project is located within the Clarksburg Special Protection Area, so the design accommodated the requirements set forth in the Special Protection Area law. Dr. Collins coordinated with state and local agencies for permitting approval.		

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

<b>12. NAME</b> Robert Dvorak, PE	<b>13. ROLE IN THIS CONTRACT</b> Senior Engineer – Water Resources	<b>14. YEARS EXPERIENCE</b>	
		a. TOTAL 35	b. WITH CURRENT FIRM 25
<b>15. FIRM NAME AND LOCATION (City and State)</b> Johnson, Mirmiran and Thompson, Inc. (JMT)   Tampa, FL			
<b>16. EDUCATION (DEGREE AND SPECIALIZATION)</b> BSE, Agricultural Engineering, University of Florida, 1984		<b>17. CURRENT PROFESSIONAL REGISTRATION (STATE AND DISCIPLINE)</b> Professional Engineer, FL 40962	
<b>18. OTHER PROFESSIONAL QUALIFICATIONS (Publications, Organizations, Training, Awards, etc.)</b> Mr. Dvorak is responsible for managing the water resource projects for Johnson, Mirmiran and Thompson, Inc. as well as the design, hydrologic and hydraulic modeling, and regulatory permitting for a wide range and variety of projects. His experience with the implementation of local and state regulations has enhanced his ability to expedite the permitting process with the ACOE, the DEP, the regional WMD's, and the FDOT.			

**19. RELEVANT PROJECTS**

<b>1) TITLE AND LOCATION (City and State)</b> <b>Oak Creek Community Development District Engineering Support</b> Wesley Chapel, FL	<b>(2) YEAR COMPLETED</b>	
	PROFESSIONAL SERVICES Ongoing	CONSTRUCTION (if applicable) Varies
<b>(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE</b> <input checked="" type="checkbox"/> Check if project performed with current firm a. <b>Project Manager.</b> Mr. Dvorak provides engineering services to the <b>Oak Creek CDD</b> in <b>Wesley Chapel</b> on an as-needed basis to assist the community in maintaining and improving their infrastructure assets. Engineering tasks are established by the CDD Board of Supervisors and assigned to the engineer to accomplish the specific objectives. The tasks vary in size and complexity, and each has a specific scope and schedule that is coordinated through the Board and District Manager. Various tasks completed for the Oak Creek community include: <b>Basketball Court</b> – JMT is preparing plans to construct a basketball court to add to the existing amenities in the vicinity of the clubhouse pool. JMT will also oversee contractor bidding and construction phase services. <b>Trail Boardwalks</b> – JMT is preparing plans to construct a pedestrian boardwalk in two locations within the community to connect existing trails through wetlands and over creeks to provide residents with access to the natural uplands to utilize as a picnic or walking trail amenity.		
<b>1) TITLE AND LOCATION (City and State)</b> <b>Heritage Springs Community Development District Engineering Support</b> Pasco County, FL	<b>(2) YEAR COMPLETED</b>	
	PROFESSIONAL SERVICES Ongoing	CONSTRUCTION (if applicable) Varies
<b>(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE</b> <input checked="" type="checkbox"/> Check if project performed with current firm b. <b>Project Manager.</b> Mr. Dvorak serves as District Engineer for the Heritage Springs CDD and our recent tasks have been varied, including permit inventory and inspections, coordination of and recommendations for maintenance of wetland and mitigation areas, design of drainage improvements, and repair of erosion and scour problems on stormwater ponds, open conveyances, and weirs. For most projects, in addition to design and permitting services, JMT has provided construction support including RFP development, bidding assistance through construction observation and project close-out. JMT also completed a synthesis of research literature regarding the use of grass carp to control nuisance vegetation in stormwater detention ponds. A report with recommendations was presented to the Board.		
<b>1) TITLE AND LOCATION (City and State)</b> <b>South Fork Community Development District (CDD) Engineering Support</b> Riverview, FL	<b>(2) YEAR COMPLETED</b>	
	PROFESSIONAL SERVICES Ongoing	CONSTRUCTION (if applicable) Varies
<b>(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE</b> <input checked="" type="checkbox"/> Check if project performed with current firm c. <b>Project Manager.</b> Mr. Dvorak is providing engineering services to the <b>South Fork Community Development District (CDD)</b> in Riverview, Florida, on an as-needed basis to assist the community in maintaining and improving their infrastructure assets. Engineering tasks are established by the CDD Board of Supervisors and assigned to the engineer to accomplish the specific objectives. The tasks vary in size and complexity, and each has a specific scope and schedule that is coordinated through the Board and District Manager. Various tasks completed for the South Fork community include Permit Inventory and Inspection Scheduling, Pond Bank Restoration, Traffic Analyses, and Pond Maintenance Plan. JMT provided traffic counts for the US 301 and Ambleside Boulevard intersection for the CDD.		
<b>1) TITLE AND LOCATION (City and State)</b> <b>Westchase Community Development District (CDD) Engineering Support</b> Tampa, FL	<b>(2) YEAR COMPLETED</b>	
	PROFESSIONAL SERVICES Ongoing	CONSTRUCTION (if applicable) Varies
<b>(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE</b> <input checked="" type="checkbox"/> Check if project performed with current firm d. <b>Project Manager.</b> Mr. Dvorak is providing engineering services to the <b>Westchase Community Development District (CDD)</b> in Tampa, Florida, on an as-needed basis to assist the community in maintaining and improving their infrastructure assets. Engineering tasks are established by the CDD Board of Supervisors and assigned to the engineer to accomplish the specific objectives. The tasks vary in size and complexity, and each has a specific scope and schedule that is coordinated through the Board and District Manager. JMT provided a signing and marking inspection and certification for the CDD.		



E. RESUMES OF KEY PERSONNEL PROPOSED FOR THIS CONTRACT

(Complete one Section E for each key person.)

12. NAME <b>Stephen Brletic, PE</b>	13. ROLE IN THIS CONTRACT <b>Senior Engineer – Civil</b>	14. YEARS EXPERIENCE	
		a. TOTAL <b>10</b>	b. WITH CURRENT FIRM <b>6</b>
15. FIRM NAME AND LOCATION (City and State) <b>Johnson, Mirmiran and Thompson, Inc. (JMT)   Tampa, FL</b>			
16. EDUCATION (DEGREE AND SPECIALIZATION) <b>BS in Civil Engineering, University of North Florida, 2011</b>		17. CURRENT PROFESSIONAL REGISTRATION (STATE AND DISCIPLINE) <b>Professional Engineer, Florida (81281)</b>	
18. OTHER PROFESSIONAL QUALIFICATIONS (Publications, Organizations, Training, Awards, etc.) Mr. Brletic has over 10 years of experience in land development engineering in the Tampa Bay area. His project experience includes design and permitting for a wide range of projects, including residential subdivisions, commercial developments, and borrow pits. He routinely performs the functions necessary to design and permit land development projects.			

19. RELEVANT PROJECTS

	1) TITLE AND LOCATION (City and State)	2) YEAR COMPLETED	
		PROFESSIONAL SERVICES	CONSTRUCTION (if applicable)
a.	<b>Lexington Oaks Community Development District Engineering Support</b> Pasco County, FL	Ongoing	Varies
	(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE <input checked="" type="checkbox"/> Check if project performed with current firm <b>Project Manager.</b> Mr. Brletic is providing engineering services on a work order basis to serve as District Engineer for the Lexington Oaks CDD. The District is an approximately 800-acre master planned golf course development consisting of over 500 residential units and commercial buildings. Work orders included addressing pond erosion problems and sinkhole concerns, analysis of parking lot flooding, negotiations with the county for safety improvements to roadways, and assistance in repair for walls.		
b.	<b>Oak Creek Community Development District Engineering Support</b> Hillsborough County, FL	Ongoing	Varies
	(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE <input checked="" type="checkbox"/> Check if project performed with current firm <b>Senior Design Engineer.</b> Mr. Brletic provides engineering services to the <b>Oak Creek CDD in Wesley Chapel</b> on an as-needed basis to assist the community in maintaining and improving their infrastructure assets. The tasks vary in size and complexity, and each has a specific scope and schedule that is coordinated through the Board and District Manager. Various tasks completed for the Oak Creek community include: <b>Basketball Court:</b> JMT is preparing plans to construct a basketball court to add to the existing amenities in the vicinity of the clubhouse pool. JMT will also oversee contractor bidding and construction phase services. <b>Trail Boardwalks:</b> JMT is preparing plans to construct a pedestrian boardwalk in two locations within the community to connect existing trails through wetlands and over creeks to provide residents with access to the natural uplands to utilize as a picnic or walking trail amenity.		
c.	<b>Westchase Community Development District (CDD) Engineering Support</b> Tampa, FL	Ongoing	Varies
	(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE <input checked="" type="checkbox"/> Check if project performed with current firm <b>Senior Design Engineer.</b> Mr. Brletic is providing engineering services to the <b>Westchase Community Development District (CDD)</b> in Tampa, Florida, on an as-needed basis to assist the community in maintaining and improving their infrastructure assets. Engineering tasks are established by the CDD Board of Supervisors and assigned to the engineer to accomplish the specific objectives. The tasks vary in size and complexity, and each has a specific scope and schedule that is coordinated through the Board and District Manager. JMT provided a signing and marking inspection and certification for the CDD.		
d.	<b>Spring Ridge Community Development District Engineering Support</b> Brooksville, FL	Ongoing	Varies
	(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE <input checked="" type="checkbox"/> Check if project performed with current firm <b>Project Manager.</b> Mr. Brletic provides engineering services to the Spring Ridge CDD on an as-needed basis to assist the community in maintaining and improving their infrastructure assets. Various tasks completed for the Spring Ridge community include: <b>Community Lighting Analysis and Planning</b> – This task required an evaluation of the current street lighting within the Spring Ridge CDD and providing a planning site plan to the local electricity provider to add light poles to increase coverage of light during the night as an increase to safety. <b>Traffic Study</b> – This task required analysis of the current traffic conditions within the community to determine if changes to speed limits, signage, and crosswalks are necessary to increase safety and reduce speeding. <b>Clubhouse Parking Improvements/Crosswalks</b> – This task required survey, design, and construction administration services in relation to drainage improvements, providing additional parking and designing walkways to ADA standards. This task also included implementing crosswalks throughout the community to FDOT standards.		



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

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

<b>12. NAME</b> <b>Sergio Quevedo, PE, PTOE</b>		<b>13. ROLE IN THIS CONTRACT</b> <b>Principal-QA/QC Manager</b>		<b>14. YEARS EXPERIENCE</b>	
				a. TOTAL <b>19</b>	b. WITH CURRENT FIRM <b>4</b>
<b>15. FIRM NAME AND LOCATION (City and State)</b> <b>Johnson, Mirmiran and Thompson, Inc. (JMT)   Tampa, FL</b>					
<b>16. EDUCATION (DEGREE AND SPECIALIZATION)</b> BS, Civil Engineering, University of Florida 2000 MS, Civil Engineering, University of Florida 2001			<b>17. CURRENT PROFESSIONAL REGISTRATION (STATE AND DISCIPLINE)</b> Professional Engineer, FL Professional Traffic Operations Engineer, FL		
<b>18. OTHER PROFESSIONAL QUALIFICATIONS (Publications, Organizations, Training, Awards, etc.)</b> Mr. Quevedo has 19 years of experience; he is proficient in managing a staff of technical personnel performing traffic operational and safety studies, ADA assessments, signing and pavement marking design, signalization design, ITS design, and lighting design. His experience includes numerous traffic studies, covering signal warrants, intersection safety and operations, arterial safety and operations, four-way stop warrants, signal retiming, speed, delay, and fatal crash and high crash location reviews.					
<b>19. RELEVANT PROJECTS</b>					
<b>1) TITLE AND LOCATION (City and State)</b> <b>South Fork Community Development District (CDD) Engineering Support</b> Riverview, FL		<b>(2) YEAR COMPLETED</b>			
		PROFESSIONAL SERVICES Ongoing		CONSTRUCTION (if applicable) Varies	
<b>(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE</b>		<input checked="" type="checkbox"/> Check if project performed with current firm			
<b>a. Traffic Engineer.</b> Mr. Quevedo is providing engineering services to the <b>South Fork Community Development District (CDD)</b> in Riverview, Florida, on an as-needed basis to assist the community in maintaining and improving their infrastructure assets. Engineering tasks are established by the CDD Board of Supervisors and assigned to the engineer to accomplish the specific objectives. The tasks vary in size and complexity, and each has a specific scope and schedule that is coordinated through the Board and District Manager. Various tasks completed for the South Fork community include Permit Inventory and Inspection Scheduling, Pond Bank Restoration, Traffic Analyses, and Pond Maintenance Plan. JMT provided traffic counts for the US 301 and Ambleside Boulevard intersection for the CDD.					
<b>1) TITLE AND LOCATION (City and State)</b> <b>Miscellaneous Traffic Engineering Services, Hillsborough County</b> Hillsborough County, FL		<b>(2) YEAR COMPLETED</b>			
		PROFESSIONAL SERVICES 2016-Ongoing		CONSTRUCTION (if applicable) N/A	
<b>(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE</b>		<input checked="" type="checkbox"/> Check if project performed with current firm			
<b>b. Senior Traffic Engineer.</b> Mr. Quevedo is supporting design for traffic safety and operations for roads and streets under Hillsborough County's Miscellaneous Traffic Engineering Services contract. Recent tasks performed throughout the County include Signal Warrant Study, Network Safety Study, Crosswalk Study, Pedestrian Crosswalk Signal Design, Temporary Traffic Control Plans, and Lighting Studies.					
<b>1) TITLE AND LOCATION (City and State)</b> <b>CCNA Intersection Projects, Hillsborough County</b> Hillsborough County, FL		<b>(2) YEAR COMPLETED</b>			
		PROFESSIONAL SERVICES 2019-Ongoing		CONSTRUCTION (if applicable) N/A	
<b>(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE</b>		<input checked="" type="checkbox"/> Check if project performed with current firm			
<b>c. Principal-In-Charge and QA/QC Manager.</b> Mr. Quevedo is the QA/QC manager for survey; data collection; traffic operation studies; roadway, drainage, signing and pavement marking, and signalization design; environmental permitting; and post design services for this contract. The purpose of this project is to comprehensively evaluate multiple intersections within the County and document information necessary to reach a decision on the feasibility, operations, and conceptual design that will meet the goals of the Vision Statement. The six intersections are Bearss Avenue at Florida Avenue; Bearss Avenue at Zambito Road; Ehrlich Road at Hutchison Road; Himes Avenue at Idlewild Avenue; Himes Avenue at Busch Boulevard; and Himes Avenue at Waters Avenue.					
<b>1) TITLE AND LOCATION (City and State)</b> <b>Miscellaneous Professional Engineering for Bicycle and Pedestrians, Hillsborough County, Hillsborough County, FL</b>		<b>(2) YEAR COMPLETED</b>			
		PROFESSIONAL SERVICES 2018-Ongoing		CONSTRUCTION (if applicable) N/A	
<b>(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE</b>		<input checked="" type="checkbox"/> Check if project performed with current firm			
<b>d. Senior Traffic Engineer.</b> Mr. Quevedo is supporting Hillsborough County with design of multi-use trails, sidewalks, and bicycle lanes, as well as safety improvements identified through the Safe Routes to School program. These improvements include shoulder widening and the installation of sidewalks near schools. Another assignment under this contract included sidewalk feasibility studies for 46 locations within the County to assess the needs and feasibility for pedestrian safety improvements.					
<b>1) TITLE AND LOCATION (City and State)</b> <b>Districtwide Resurfacing, FDOT District 1</b> Throughout District 1, FL		<b>(2) YEAR COMPLETED</b>			
		PROFESSIONAL SERVICES 2015-2018		CONSTRUCTION (if applicable) N/A	
<b>(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE</b>		<input checked="" type="checkbox"/> Check if project performed with current firm			
<b>f. Senior Traffic Engineer.</b> This task work order (TWO) based contract included multiple projects throughout the District including resurfacing, intersection improvements, addition of turn lanes and bicycle lanes, widening, lighting, and pedestrian safety improvements. Task work orders included: Intersection Improvements: CR 544 at SR 17 in Haines City, FL, SR 64 at North Olivia Drive in Highlands County, FL, and US 41 from Salford Boulevard to Sumter Boulevard in Sarasota County, FL.					



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

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

<b>12. NAME</b> <b>Derek Doughty, PE, CFM, D.WRE</b>		<b>13. ROLE IN THIS CONTRACT</b> <b>Senior Engineer – Water Resources</b>		<b>14. YEARS EXPERIENCE</b>	
				a. TOTAL 34	b. WITH CURRENT FIRM 3
<b>15. FIRM NAME AND LOCATION (City and State)</b> <b>Johnson, Mirmiran and Thompson, Inc. (JMT)   Tampa, FL</b>					
<b>16. EDUCATION (DEGREE AND SPECIALIZATION)</b> MS, Engineering University of South Florida, Tampa, FL BS, Applied Mathematics, Worcester Polytechnic Institute, Worcester, MA			<b>17. CURRENT PROFESSIONAL REGISTRATION (STATE AND DISCIPLINE)</b> Professional Engineer, FL 54010 Certified Floodplain Manager US-16-08997		
<b>18. OTHER PROFESSIONAL QUALIFICATIONS (Publications, Organizations, Training, Awards, etc.)</b> Mr. Doughty has over 34 years of diversified civil engineering experience, including 26 years in hydrologic and hydraulic modeling of stormwater conveyance systems and management facilities. Derek has extensive experience in watershed management, master planning, land engineering and planning, developments of regional impact, stormwater projects, commercial, single-family and multi-family site development engineering, and roadway design. His responsibilities include project management, lead technical engineer, and project engineer while involved in planning, design and permitting services for a wide range of public and private projects.					
<b>19. RELEVANT PROJECTS</b>					
<b>1) TITLE AND LOCATION (City and State)</b> <b>Heritage Springs Community Development District Engineering Support</b> Pasco County, FL		<b>(2) YEAR COMPLETED</b>			
		PROFESSIONAL SERVICES Ongoing		CONSTRUCTION (if applicable) Varies	
<b>(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE</b>		<input checked="" type="checkbox"/> Check if project performed with current firm			
a. <b>Senior Engineer.</b> Mr. Doughty is supporting JMT's role as District Engineer for the Heritage Springs CDD and our recent tasks have been varied, including permit inventory and inspections, coordination of and recommendations for maintenance of wetland and mitigation areas, design of drainage improvements, and repair of erosion and scour problems on stormwater ponds, open conveyances, and weirs. For most projects, in addition to design and permitting services, JMT has provided construction support including RFP development, bidding assistance through construction observation and project close-out. JMT also completed a synthesis of research literature regarding the use of grass carp to control nuisance vegetation in stormwater detention ponds. A report with recommendations was presented to the Board.					
<b>1) TITLE AND LOCATION (City and State)</b> <b>Lexington Oaks Community Development District Engineering Support</b> Pasco County, FL		<b>(2) YEAR COMPLETED</b>			
		PROFESSIONAL SERVICES Ongoing		CONSTRUCTION (if applicable) Varies	
<b>(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE</b>		<input checked="" type="checkbox"/> Check if project performed with current firm			
b. <b>Senior Engineer.</b> Mr. Doughty provided engineering services on a work order basis to serve as District Engineer for the Lexington Oaks CDD. The District is an approximately 800-acre master planned golf course development consisting of over 500 residential units and commercial buildings. Work orders included addressing pond erosion problems and sinkhole concerns, analysis of parking lot flooding, negotiations with the county for safety improvements to roadways, and assistance in repair for walls.					
<b>1) TITLE AND LOCATION (City and State)</b> <b>Bullfrog Creek Hazard Mitigation Support, Hillsborough County</b> Hillsborough County, FL		<b>(2) YEAR COMPLETED</b>			
		PROFESSIONAL SERVICES 2017-2018		CONSTRUCTION (if applicable) N/A	
<b>(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE</b>		<input checked="" type="checkbox"/> Check if project performed with current firm			
c. <b>Project Manager and Lead Technical Engineer.</b> Mr. Doughty served as project manager and lead technical engineer supporting Hillsborough County's Hazard Mitigation program with the processing of an MT-2 application to FEMA that resulted in the modification of four Flood Insurance Rate Map (FIRM) panels. Tasks in this process included review of the current SWMM 5 model parameterization and floodplain/floodway delineations, comparison of current model information with the effective Hillsborough County SWMM 4 modeling, identification and delineation of floodplain/floodway boundary tie-ins, preparation of the Letter of Map Revision application and response to comments, public outreach, and significant coordination with FEMA and Hillsborough County. JMT obtained the Letter of Determination from FEMA with an effective date in April 2018 and assisted the County in the protest and appeal period.					
<b>1) TITLE AND LOCATION (City and State)</b> <b>Tampa Bay Boulevard Linear Park, City of Tampa</b> Tampa, FL		<b>(2) YEAR COMPLETED</b>			
		PROFESSIONAL SERVICES 2017-2018		CONSTRUCTION (if applicable) Ongoing	
<b>(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE</b>		<input checked="" type="checkbox"/> Check if project performed with current firm			
d. <b>Senior Drainage Engineer.</b> Mr. Doughty provided design, permitting, and construction phase services for roadway improvements and streetscape for Tampa Bay Boulevard between Lois Avenue and Dale Mabry Highway as identified in the Drew Park CRA Masterplan. This included turning the wide median into a walkable linear park by adding sidewalk, benches, lighting, and historic markers.					



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

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

12. NAME <b>Steven Edinger, PE</b>	13. ROLE IN THIS CONTRACT <b>Project Engineer – Water Resources</b>	14. YEARS EXPERIENCE	
		a. TOTAL <b>5</b>	b. WITH CURRENT FIRM <b>5</b>
15. FIRM NAME AND LOCATION <i>(City and State)</i> <b>Johnson, Mirmiran and Thompson, Inc. (JMT)   Tampa, FL</b>			
16. EDUCATION <i>(DEGREE AND SPECIALIZATION)</i> <b>BS / Environmental Systems Engineering</b>		17. CURRENT PROFESSIONAL REGISTRATION <i>(STATE AND DISCIPLINE)</i> <b>Professional Engineer, FL 89038</b>	
18. OTHER PROFESSIONAL QUALIFICATIONS <i>(Publications, Organizations, Training, Awards, etc.)</i> Mr. Edinger graduated with a specialization in watersheds and water resources. His responsibilities include field investigations, stormwater management, erosion and sediment control, drainage analysis, and hydraulic designs. Mr. Edinger has worked extensively with several Community Development Districts (CDDs) in Florida, Hillsborough County, FDOT, and Pennsylvania Department of Transportation (PennDOT).			

**19. RELEVANT PROJECTS**

1) TITLE AND LOCATION <i>(City and State)</i> <b>South Fork Community Development District (CDD) Engineering Support</b> Riverview, FL	(2) YEAR COMPLETED	
	PROFESSIONAL SERVICES <b>Ongoing</b>	CONSTRUCTION <i>(if applicable)</i> <b>Varies</b>
(3) BRIEF DESCRIPTION <i>(Brief scope, size, cost, etc.)</i> AND SPECIFIC ROLE <input checked="" type="checkbox"/> Check if project performed with current firm a. <b>Drainage Design Engineer.</b> Mr. Edinger providing engineering services to the South Fork Community Development District (CDD) in Riverview, Florida, on an as-needed basis to assist the community in maintaining and improving their infrastructure assets. Engineering tasks are established by the CDD Board of Supervisors and assigned to the engineer to accomplish the specific objectives. The tasks vary in size and complexity, and each has a specific scope and schedule that is coordinated through the Board and District Manager. This task is to add parking spaces to an existing parking lot and resolve a drainage complaint. Mr. Edinger is responsible for hydraulic design, impervious area calculations, and obtaining permits from SWFMWD and Hillsborough County.		
1) TITLE AND LOCATION <i>(City and State)</i> <b>Heritage Springs Community Development District Engineering Support</b> Pasco County, FL	(2) YEAR COMPLETED	
	PROFESSIONAL SERVICES <b>Ongoing</b>	CONSTRUCTION <i>(if applicable)</i> <b>Varies</b>
(3) BRIEF DESCRIPTION <i>(Brief scope, size, cost, etc.)</i> AND SPECIFIC ROLE <input checked="" type="checkbox"/> Check if project performed with current firm b. <b>Drainage Design Engineer.</b> Mr. Edinger is supporting JMT's role as District Engineer for the Heritage Springs CDD and our recent tasks have included permit inventory and inspections, coordination of and recommendations for maintenance of wetland and mitigation areas, design of drainage improvements, and repair of erosion and scour problems on stormwater ponds, open conveyances, and weirs. For most projects, in addition to design and permitting services, JMT has provided construction support including RFP development, bidding assistance through construction observation and project close-out. JMT also completed a synthesis of research literature regarding the use of grass carp to control nuisance vegetation in stormwater detention ponds. A report with recommendations was presented to the Board.		
1) TITLE AND LOCATION <i>(City and State)</i> <b>Concord Station Community Development District (CDD) Engineering Support, Land O'Lakes, FL</b>	(2) YEAR COMPLETED	
	PROFESSIONAL SERVICES <b>Ongoing</b>	CONSTRUCTION <i>(if applicable)</i> <b>Varies</b>
(3) BRIEF DESCRIPTION <i>(Brief scope, size, cost, etc.)</i> AND SPECIFIC ROLE <input checked="" type="checkbox"/> Check if project performed with current firm c. <b>Drainage Design Engineer.</b> Mr. Edinger is providing engineering services to the Concord Station Community Development District (CDD) in Land O'Lakes, Florida, on an as-needed basis to assist the community in maintaining and improving their infrastructure assets. Engineering tasks are established by the CDD Board of Supervisors and assigned to the engineer to accomplish the specific objectives. This task is to resolve a drainage complaint of standing water. Mr. Edinger is responsible for hydraulic capacity calculations, erosion and sediment control design, and obtaining a permit from Hillsborough County.		
1) TITLE AND LOCATION <i>(City and State)</i> <b>Orange Boulevard Safety Improvements</b> Sanford, FL	(2) YEAR COMPLETED	
	PROFESSIONAL SERVICES <b>Ongoing</b>	CONSTRUCTION <i>(if applicable)</i> <b>N/A</b>
(3) BRIEF DESCRIPTION <i>(Brief scope, size, cost, etc.)</i> AND SPECIFIC ROLE <input checked="" type="checkbox"/> Check if project performed with current firm d. <b>Design Engineer.</b> Mr. Edinger supported drainage design for a 3-mile roadway safety improvement project (Prepared existing/proposed land use, curve number, and drainage area maps). He performed water quantity and quality analysis to assist with the design of 8 stormwater facilities including wet ponds and baffle boxes. He prepared the bridge hydraulic report and hydraulic analysis modeling water surface elevations and scour at Lockhart-Smith Bridge as a result of proposed improvements.		
1) TITLE AND LOCATION <i>(City and State)</i> <b>SR 10 from Palafox Street to Chemstrand Road, FDOT District 3</b> Pensacola, FL	(2) YEAR COMPLETED	
	PROFESSIONAL SERVICES <b>2018-Ongoing</b>	CONSTRUCTION <i>(if applicable)</i> <b>N/A</b>
(3) BRIEF DESCRIPTION <i>(Brief scope, size, cost, etc.)</i> AND SPECIFIC ROLE <input checked="" type="checkbox"/> Check if project performed with current firm e. <b>Drainage Design Engineer.</b> Mr. Edinger supported the design for improvements of Alt U.S. 90 (Nine Mile Road) from Palafox Street to Chemstrand Road in Escambia County. The improvements consist of upgrading traffic signals, modifying medians, and adding left turn lanes at unsignalized intersections. Mr. Edinger is responsible for ditch conveyance calculations, storm sewer design, and delineation of drainage areas to inlets and ditches.		



E. RESUMES OF KEY PERSONNEL PROPOSED FOR THIS CONTRACT

(Complete one Section E for each key person.)

12. NAME <b>Alexandra Serra</b>	13. ROLE IN THIS CONTRACT <b>Engineer – Water Resources</b>	14. YEARS EXPERIENCE	
		a. TOTAL <b>3</b>	b. WITH CURRENT FIRM <b>1</b>
15. FIRM NAME AND LOCATION (City and State) <b>Johnson, Mirmiran and Thompson, Inc. (JMT)   Tampa, FL</b>			
16. EDUCATION (DEGREE AND SPECIALIZATION) <b>BS, Environmental Engineering, University of Florida</b>		17. CURRENT PROFESSIONAL REGISTRATION (STATE AND DISCIPLINE) <b>N/A</b>	
18. OTHER PROFESSIONAL QUALIFICATIONS (Publications, Organizations, Training, Awards, etc.) <b>Ms. Serra is a semi-recent graduate of the University of Florida with a Bachelor of Science in Environmental Engineering. Prior to joining JMT, she worked as a Civil Engineer in Training for two years performing stormwater modeling to include pre- and post-development, site permitting, and production of plan drawings incorporating design criteria and standards</b>			

19. RELEVANT PROJECTS

1) TITLE AND LOCATION (City and State)		(2) YEAR COMPLETED	
		PROFESSIONAL SERVICES	CONSTRUCTION (if applicable)
<b>Westchase Community Development District (CDD) Engineering Support</b> Tampa, FL		Ongoing	Varies
(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE <input checked="" type="checkbox"/> Check if project performed with current firm a. <b>Engineer.</b> Ms. Serra is providing engineering services to the <b>Westchase Community Development District (CDD)</b> in Tampa, Florida, on an as-needed basis to assist the community in maintaining and improving their infrastructure assets. Engineering tasks are established by the CDD Board of Supervisors and assigned to the engineer to accomplish the specific objectives. The tasks vary in size and complexity, and each has a specific scope and schedule that is coordinated through the Board and District Manager. JMT provided a signing and marking inspection and certification for the CDD.			
<b>South Fork Community Development District (CDD) Engineering Support</b> Riverview, FL		Ongoing	Varies
(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE <input checked="" type="checkbox"/> Check if project performed with current firm b. <b>Engineer.</b> Ms. Serra is providing engineering services to the <b>South Fork Community Development District (CDD)</b> in Riverview, Florida, on an as-needed basis to assist the community in maintaining and improving their infrastructure assets. Engineering tasks are established by the CDD Board of Supervisors and assigned to the engineer to accomplish the specific objectives. Various tasks completed for the South Fork community include Permit Inventory and Inspection Scheduling, Pond Bank Restoration, Traffic Analyses, and Pond Maintenance Plan.			
<b>Fishhawk Ranch Community Development District Engineering Support</b> Hillsborough County, FL		Ongoing	Varies
(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE <input checked="" type="checkbox"/> Check if project performed with current firm c. <b>Engineer.</b> Ms. Serra provides engineering services to the Fishhawk Ranch CDD on an as-needed basis to assist the community in maintaining and improving their infrastructure assets. Tasks completed for the Fishhawk Ranch community have included: <b>Permit Inventory and Inspection Scheduling</b> —This task required research of SWFWMD permit documents archived at the central Brooksville office of SWFWMD. A map and spreadsheet were developed to indicate the numerous permits, where the ponds were located within the community, when the pond inspections were to be completed, and the parcel number for Hillsborough County. <b>Engineer Transition</b> —This task required coordination with the past EOR for the community to retain and update documents during a transition and merger of 3 CDDs including maintenance and inventory data and maps, clubhouse equipment inventory, and past CDD owned improvement project data.			
<b>Concord Station Community Development District (CDD) Engineering Support</b> , Land O'Lakes, FL		Ongoing	Varies
(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE <input checked="" type="checkbox"/> Check if project performed with current firm d. <b>Engineer.</b> Ms. Serra is providing engineering services to the Concord Station Community Development District (CDD) in Land O'Lakes, Florida, on an as-needed basis to assist the community in maintaining and improving their infrastructure assets. Engineering tasks are established by the CDD Board of Supervisors and assigned to the engineer to accomplish the specific objectives. This task is to resolve a drainage complaint of standing water. Mr. Edinger is responsible for hydraulic capacity calculations, erosion and sediment control design, and obtaining a permit from Hillsborough County.			
<b>Harbour Isles Community Development District Engineering Support</b> Hillsborough County, Florida		Ongoing	Varies
(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE <input checked="" type="checkbox"/> Check if project performed with current firm e. <b>Senior Designer.</b> Ms. Serra supports JMT's role as District Engineer for this community. Assignments have included: design, permitting, and construction phase services for a new fitness center; night swimming assessment; traffic analyses; SWFWMD permit reviews; and assistance with nuisance flooding, pool paver subsidence, and planning for reclaimed water.			





E. RESUMES OF KEY PERSONNEL PROPOSED FOR THIS CONTRACT

(Complete one Section E for each key person.)

12. NAME <b>Sara Beresheim, PE, PTOE</b>	13. ROLE IN THIS CONTRACT <b>Senior Engineer – Traffic</b>	14. YEARS EXPERIENCE	
		a. TOTAL 19	b. WITH CURRENT FIRM 4
15. FIRM NAME AND LOCATION (City and State) <b>Johnson, Mirmiran and Thompson, Inc. (JMT)   Tampa, FL</b>			
16. EDUCATION (DEGREE AND SPECIALIZATION) BS, University of Florida 2001		17. CURRENT PROFESSIONAL REGISTRATION (STATE AND DISCIPLINE) Professional Engineer, FL 63951 Professional Traffic Operations Engineer, FL	
18. OTHER PROFESSIONAL QUALIFICATIONS (Publications, Organizations, Training, Awards, etc.) Mrs. Beresheim has 19 years of experience in the design and production of signing and pavement marking, signalization, ITS, and lighting plans, as well as performing numerous traffic and safety studies. Her background includes ADA reviews, plans and report preparation, and quality assurance reviews. She has completed numerous traffic studies, including signal warrant studies, intersection safety and operations studies, arterial safety and operations studies, signal retiming studies, advisory speed studies, lighting analyses, and fatal crash and high crash location reviews.			

19. RELEVANT PROJECTS

1) TITLE AND LOCATION (City and State)	(2) YEAR COMPLETED	
	PROFESSIONAL SERVICES	CONSTRUCTION (if applicable)
<b>Westchase Community Development District (CDD) Engineering Support</b> Tampa, FL	Ongoing	Varies
(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE <input checked="" type="checkbox"/> Check if project performed with current firm a. <b>Traffic Engineer.</b> Mrs. Beresheim is providing engineering services to the <b>Westchase Community Development District (CDD)</b> in Tampa, Florida, on an as-needed basis to assist the community in maintaining and improving their infrastructure assets. Engineering tasks are established by the CDD Board of Supervisors and assigned to the engineer to accomplish the specific objectives. The tasks vary in size and complexity, and each has a specific scope and schedule that is coordinated through the Board and District Manager. JMT provided a signing and marking inspection and certification for the CDD.		
<b>South Fork Community Development District (CDD) Engineering Support</b> Riverview, FL	Ongoing	Varies
(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE <input checked="" type="checkbox"/> Check if project performed with current firm b. <b>Traffic Engineer.</b> Mrs. Beresheim is providing engineering services to the <b>South Fork Community Development District (CDD)</b> in Riverview, Florida, on an as-needed basis to assist the community in maintaining and improving their infrastructure assets. Engineering tasks are established by the CDD Board of Supervisors and assigned to the engineer to accomplish the specific objectives. Various tasks completed for the South Fork community include Permit Inventory and Inspection Scheduling, Pond Bank Restoration, Traffic Analyses, and Pond Maintenance Plan.		
<b>Miscellaneous Traffic Engineering Services, Hillsborough County</b> Hillsborough County, FL	2016-Ongoing	N/A
(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE <input checked="" type="checkbox"/> Check if project performed with current firm c. <b>Project Manager.</b> Mrs. Beresheim is providing studies and design for traffic safety and operations under Hillsborough County's Miscellaneous Traffic Engineering Services contract. Recent tasks performed throughout the County include Signal Warrant Study, Network Safety Study, Crosswalk Study, Pedestrian Crosswalk Signal Design, Temporary Traffic Control Plans, and Lighting Studies.		
<b>Districtwide Safety Studies and Minor Design, FDOT District 7</b> Throughout District 7, FL	2017-Ongoing	N/A
(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE <input checked="" type="checkbox"/> Check if project performed with current firm d. <b>Project Manager.</b> Mrs. Beresheim is providing studies and design for traffic safety projects and operational improvements under this contract. Recent tasks include Engineering Support Services, Severe Crash Location Reviews, Road Safety Audits and Safety Assessment Reports, Pasco Countywide Bicycle Safety Action Plan, Corridor Lighting Prioritization Safety Reviews & Studies, Pedestrian/Bicycle Engineering Safety Initiative, Mid-Block Crossing Studies, and Analyses for Additional Crossings at Signalized Intersections. Design tasks include Dale Mabry Highway Lighting, Signal installation at SR 574 (MLK) at 26 <sup>th</sup> Street, Hillsborough Avenue HAWK installation, and US 19 Pedestrian Improvements.		
<b>Miscellaneous Professional Services for Transportation Development &amp; Design Engineering Services, Hillsborough County, Hillsborough County, FL</b>	2017-Ongoing	N/A
(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE <input checked="" type="checkbox"/> Check if project performed with current firm e. <b>Senior Traffic Engineer.</b> JMT has been under similar contracts with Hillsborough County continuously for nearly 20 years. Recent assignments have included preliminary engineering reports, traffic studies and operational analysis, roadway resurfacing, ADA and safety reviews, intersection improvements and design, roundabout design, traffic operations design, signal installation, drainage improvements, construction inspection, and master planning for sidewalk and intersection improvement programs.		



E. RESUMES OF KEY PERSONNEL PROPOSED FOR THIS CONTRACT

(Complete one Section E for each key person.)

12. NAME <b>Robin Hernandez, PE</b>	13. ROLE IN THIS CONTRACT <b>Senior Engineer – Transportation</b>	14. YEARS EXPERIENCE	
		a. TOTAL 17	b. WITH CURRENT FIRM 4
15. FIRM NAME AND LOCATION (City and State) <b>Johnson, Mirmiran and Thompson, Inc. (JMT)   Tampa, FL</b>			
16. EDUCATION (DEGREE AND SPECIALIZATION) BSCE, Civil Engineering, University of South Florida, 2003		17. CURRENT PROFESSIONAL REGISTRATION (STATE AND DISCIPLINE) Professional Engineer, FL 68411	
18. OTHER PROFESSIONAL QUALIFICATIONS (Publications, Organizations, Training, Awards, etc.) Ms. Hernandez has over 17 years of experience in civil engineering design and project management. She has managed multiple task-based contracts and roadway improvement projects for Pinellas County, Hillsborough County, and the FDOT. Design background includes roadway and pavement design, temporary traffic control, cost estimation, ADA improvements, and roadway and traffic safety improvements. Ms. Hernandez also has experience with road safety audits and preliminary engineering and safety analysis reports.			

19. RELEVANT PROJECTS

1) TITLE AND LOCATION (City and State) <b>Miscellaneous Professional Services for Transportation Development &amp; Design Engineering Services, Hillsborough County, Hillsborough County, FL</b>	(2) YEAR COMPLETED	
	PROFESSIONAL SERVICES 2017-Ongoing	CONSTRUCTION (if applicable) N/A
(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE <input checked="" type="checkbox"/> Check if project performed with current firm a. <b>Contract Manager.</b> This contract is a 3-year, \$3 million agreement with the County. JMT has been under similar contracts with Hillsborough County continuously for nearly 20 years. Task work orders are issued from various sections within the Hillsborough County Public Works Department. Recent assignments have included preliminary engineering reports, traffic studies and operational analysis, roadway resurfacing, ADA and safety reviews, intersection improvements and design, roundabout design, traffic operations design, signal installation, drainage improvements, construction inspection, and master planning for sidewalk and intersection improvement programs.		
1) TITLE AND LOCATION (City and State) <b>Miscellaneous Traffic Engineering Services, Hillsborough County Hillsborough County, FL</b>	(2) YEAR COMPLETED	
	PROFESSIONAL SERVICES 2016-Ongoing	CONSTRUCTION (if applicable) N/A
(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE <input checked="" type="checkbox"/> Check if project performed with current firm b. <b>Senior Roadway Engineer.</b> Ms. Hernandez is providing studies and design for traffic safety and operations for roads and streets under Hillsborough County's Miscellaneous Traffic Engineering Services contract. Recent tasks performed throughout the County include Signal Warrant Study, Network Safety Study, Crosswalk Study, Pedestrian Crosswalk Signal Design, Temporary Traffic Control Plans, and Lighting Studies.		
1) TITLE AND LOCATION (City and State) <b>Districtwide Safety Studies and Minor Design, FDOT District 7 Throughout District 7, FL</b>	(2) YEAR COMPLETED	
	PROFESSIONAL SERVICES 2017-Ongoing	CONSTRUCTION (if applicable) N/A
(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE <input checked="" type="checkbox"/> Check if project performed with current firm c. <b>Senior Roadway Engineer.</b> Ms. Hernandez is providing studies and design for traffic safety projects and operational improvements under this contract. Recent tasks include Engineering Support Services, Severe Crash Location Reviews, Road Safety Audits and Safety Assessment Reports, Pasco Countywide Bicycle Safety Action Plan, Corridor Lighting Prioritization Safety Reviews & Studies, Pedestrian/Bicycle Engineering Safety Initiative, Mid-Block Crossing Studies, and Analyses for Additional Crossings at Signalized Intersections. Design tasks include Dale Mabry Highway Lighting, Signal installation at SR 574 (MLK) at 26 <sup>th</sup> Street, Hillsborough Avenue HAWK installation, and US 19 Pedestrian Improvements.		
1) TITLE AND LOCATION (City and State) <b>CCNA Intersection Projects, Hillsborough County Hillsborough County, FL</b>	(2) YEAR COMPLETED	
	PROFESSIONAL SERVICES 2019-Ongoing	CONSTRUCTION (if applicable) N/A
(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE <input checked="" type="checkbox"/> Check if project performed with current firm d. <b>Senior Roadway Engineer.</b> Ms. Hernandez is supporting survey; data collection; traffic operation studies; roadway, drainage, signing and pavement marking, and signalization design; environmental permitting; and post design services for this contract. The purpose of this project is to comprehensively evaluate multiple intersections within the County and document information necessary to reach a decision on the feasibility, operations, and conceptual design that will meet the goals of the Vision Statement. The six intersections are Bearss Avenue at Florida Avenue; Bearss Avenue at Zambito Road; Ehrlich Road at Hutchison Road; Himes Avenue at Idlewild Avenue; Himes Avenue at Busch Boulevard; and Himes Avenue at Waters Avenue.		
1) TITLE AND LOCATION (City and State) <b>Tampa Bay Boulevard Linear Park, City of Tampa Tampa, FL</b>	(2) YEAR COMPLETED	
	PROFESSIONAL SERVICES 2017-2018	CONSTRUCTION (if applicable) N/A
(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE <input checked="" type="checkbox"/> Check if project performed with current firm e. <b>Senior Roadway Engineer.</b> Ms. Hernandez is supporting design, permitting, and construction phase services for roadway improvements and streetscape for Tampa Bay Boulevard between Lois Avenue and Dale Mabry Highway as identified in the Drew Park CRA Masterplan. This included turning the wide median into a walkable linear park by adding sidewalk, benches, lighting, and historic markers.		



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

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

12. NAME <b>Jason Flick, PE</b>	13. ROLE IN THIS CONTRACT <b>Senior Engineer - Transportation</b>	14. YEARS EXPERIENCE	
		a. TOTAL <b>13</b>	b. WITH CURRENT FIRM <b>3</b>

15. FIRM NAME AND LOCATION *(City and State)*  
**Johnson, Mirmiran and Thompson, Inc. (JMT) | Lake Mary, FL**

16. EDUCATION <i>(DEGREE AND SPECIALIZATION)</i> MS, Civil Engineering    BS, Civil Engineering	17. CURRENT PROFESSIONAL REGISTRATION <i>(STATE AND DISCIPLINE)</i> Professional Engineer, FL No. 74741
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18. OTHER PROFESSIONAL QUALIFICATIONS *(Publications, Organizations, Training, Awards, etc.)*  
Mr. Flick has more than 13 years of civil and transportation engineering experience in Florida. His design experience includes resurfacing, rehabilitation, and restoration (3R) projects, reconstruction, and new construction, including aspects such as asphalt and concrete pavement design, geometric design, public involvement, drainage design, shared-use path, and sidewalk construction. Formerly, Mr. Flick was a pavement designer for FDOT District 5, working on all District 5 projects involving pavement design, cross-slope correction review, and constructability. These projects ranged from resurfacing to complete reconstruction and contributed to his comprehensive knowledge of Florida's road system. His expertise includes roadway design, pavement design, pavement constructability, cross-slope correction, pedestrian and bicycle facility design, geometric design, and scope development.

**19. RELEVANT PROJECTS**

1) TITLE AND LOCATION <i>(City and State)</i>		2) YEAR COMPLETED	
		PROFESSIONAL SERVICES	CONSTRUCTION <i>(if applicable)</i>
<b>Orange Boulevard Safety Improvements</b> Sanford, 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 a. <b>Roadway Engineer.</b> Mr. Flick is the Engineer of Record for this safety improvement project that involves roadway, drainage, and safety improvements along three miles of Orange Boulevard (CR 431) from SR 46 to Monroe Road in Sanford, FL. The project site extends from a busy intersection through residential neighborhoods to an industrial area near Interstate-4 (I-4). The project includes road-widening, traffic flow improvements, pedestrian features, bridge replacement over the Lockhart Smith Canal, and drainage improvements, including placement/installation of 8 water-treatment facilities.			
<b>SR 520 Resurfacing, Restoration, and Rehabilitation, FDOT District 5</b> Brevard County, FL		2012-2015	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 b. <b>Roadway Engineer.</b> Mr. Flick is the Engineer of Record for this 3R project in conjunction with three additional projects. Worked closely with the project manager to coordinate all four projects to verify that consultants maintained the challenging schedule. The project involved resurfacing, replacing seven signals and relocating one, landscaping, shoulder and sidewalk construction and drainage improvements for 2.3 miles of SR 520. The signal relocation required relocating a median opening and a public hearing.			
<b>SR US 1, FDOT District 5</b> Brevard County, FL		2014-2017	Ongoing
(3) BRIEF DESCRIPTION <i>(Brief scope, size, cost, etc.)</i> AND SPECIFIC ROLE <input type="checkbox"/> Check if project performed with current firm c. <b>Project Manager &amp; Roadway Engineer.</b> Mr. Flick is the Engineer of Record for this 3R project for resurfacing, turn lane widening, drainage improvements, and signing and striping of 3 miles of SR 5. Project involved widening of several turn lanes and ramp lanes to accommodate bicycle keyhole lanes. This project also involved removal of an unnecessary auxiliary lane and through innovative milling patterns, reconfiguring this lane into a paved shoulder.			
<b>SR A1A Resurfacing, Restoration and Rehabilitation, FDOT District 5</b> Brevard County, FL		2014-2017	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 d. <b>Roadway Engineer.</b> Mr. Flick is the Engineer of Record, as a subconsultant, on this RRR project that included pavement reconstruction in downtown Cocoa Beach, FL. Jason was involved in the design and QA/QC process for traffic control to allow the construction of new curb ramps, asphalt milling and resurfacing, and new streetscaping and parking for the downtown area. He also coordinated all design aspects with the prime consultant to ensure that the Temporary Traffic Control Plan would cover all roadway design items in the plan set.			



E. RESUMES OF KEY PERSONNEL PROPOSED FOR THIS CONTRACT

(Complete one Section E for each key person.)

12. NAME <b>Reece Carine, EI</b>		13. ROLE IN THIS CONTRACT <b>Engineer - Transportation</b>		14. YEARS EXPERIENCE	
				a. TOTAL 2	b. WITH CURRENT FIRM 2
15. FIRM NAME AND LOCATION (City and State) <b>Johnson, Mirmiran and Thompson, Inc. (JMT)   Lake Mary, FL</b>					
16. EDUCATION (DEGREE AND SPECIALIZATION) BS, Aerospace Engineering, UCF, 2017		17. CURRENT PROFESSIONAL REGISTRATION (STATE AND DISCIPLINE) Engineering Intern, FL No. 1100023529; FDOT Concrete Field technician; Asphalt Paving Level 1; FDOT MOT Advanced; ACI Concrete Field; Critical Structures; Hazmat; Nuclear Gauge Safety; Augercast Pile Inspector CBT; MSE Wall CBT; Earthwork Level 1; Final Estimates Level 1 & 2; OSHA			
18. OTHER PROFESSIONAL QUALIFICATIONS (Publications, Organizations, Training, Awards, etc.) Mr. Carine has 2 years of experience in the construction industry. He has gained a wealth of knowledge due to his exposure to all facets of roadway construction inspection, tracking and recording of quantities for monthly estimates, final estimates preparation, daily reporting of construction activities, assisting in coordination of construction activities and utility conflict resolution. Mr. Carine is able to identify issues early and correct them, preventing delays to the contract making him a great asset on any project.					

19. RELEVANT PROJECTS

1) TITLE AND LOCATION (City and State) <b>Turnbull Creek Community Development District (CDD) Engineering Support, St. Augustine, FL</b>		(2) YEAR COMPLETED	
		PROFESSIONAL SERVICES Ongoing	CONSTRUCTION (if applicable) Varies
a.	(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE <input checked="" type="checkbox"/> Check if project performed with current firm <b>Project Engineer.</b> Mr. Carine is providing engineering services to the Turnbull CDD on an as-needed basis to assist the community in maintaining and improving their infrastructure assets. Engineering tasks are established by the CDD Board of Supervisors and assigned to the engineer to accomplish the specific objectives. Mr. Carine assisted on various tasks for the Turnbull Creek community including Nuisance Flooding Remediation, Pond Bank Restoration, and Pond Maintenance coordination.		
1) TITLE AND LOCATION (City and State) <b>Orlando Operations, FDOT District 5 Brevard, Orange, Osceola Counties, FL</b>		(2) YEAR COMPLETED	
		PROFESSIONAL SERVICES N/A	CONSTRUCTION (if applicable) 2019-2021
b.	(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE <input checked="" type="checkbox"/> Check if project performed with current firm <b>CEI/Contract Inspector.</b> Mr. Carine's duties include assisting the Maintenance Contract Manager with the management of three performance contracts and one asset maintenance contract for various state roads in Orange, Brevard, and Osceola County. Mr. Carine's role included, but was not limited to, maintaining the records for bridge work orders, inspection reports, and customer service complaints. Reece also provided QA inspections for traffic ops work orders, the asset maintenance performance evaluation report (AMPER), sidewalk, guardrails, attenuators, single and multi-post signs, and striping.		
1) TITLE AND LOCATION (City and State) <b>Brevard Operations, FDOT District 5 Brevard County, FL</b>		(2) YEAR COMPLETED	
		PROFESSIONAL SERVICES N/A	CONSTRUCTION (if applicable) 2018-2019
c.	(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE <input checked="" type="checkbox"/> Check if project performed with current firm <b>Permit Inspector</b> Mr. Carine duties include performing permit and drainage inspections for the FDOT Brevard Operations office at various construction projects throughout Brevard County. Mr. Carine monitored and reports the contractor's work assuring the proper documentation is produced and submitted to FDOT during and after inspections have been performed. <b>Data Technician.</b> This job consisted of assisting in office managerial tasks such as inventory management, receiving and paying bills, and asset inspection. Mr. Carine worked as a go between the administrative staff and the managers completing tasks given by either party.		
1) TITLE AND LOCATION (City and State) <b>Partin Settlement Road from Neptune Road to Lakeshore Boulevard Kissimmee, FL</b>		(2) YEAR COMPLETED	
		PROFESSIONAL SERVICES 2020-Ongoing	CONSTRUCTION (if applicable) N/A
d.	(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE <input checked="" type="checkbox"/> Check if project performed with current firm <b>Project Engineer.</b> Mr. Carine has assisted with the roadway drainage design for Partin Settlement Road, from Neptune Road to Lakeshore Boulevard. He has quantified pre- and post-development landuse and developed stormwater management computations. He has assisted the design of two ponds to provide both water quality and quantity control.		
1) TITLE AND LOCATION (City and State) <b>Drayton Island Road over St. Johns Bridge Replacement Putnam County, FL</b>		(2) YEAR COMPLETED	
		PROFESSIONAL SERVICES 2017-Ongoing	CONSTRUCTION (if applicable) N/A
e.	(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE <input checked="" type="checkbox"/> Check if project performed with current firm <b>Roadway Engineer.</b> Mr. Carine has assisted with this project, located along the St. Johns River in Putnam County (north of Lake George), which consists of final design for the replacement of the ferry landings and roadway approaches to the landings on the mainland and island side for the Drayton Island Ferry. The final design phase included: surveys, environmental evaluations, roadway, pavement design, utility coordination, ROW mapping, and public involvement, and coordination with the County. The replacement superstructure consists of Florida Slab Beams supported on concrete piles. A movable span was also included in the final design at both landings.		



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

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

<b>12. NAME</b> Jason Evert	<b>13. ROLE IN THIS CONTRACT</b> Senior Environmental Scientist	<b>14. YEARS EXPERIENCE</b>	
		a. TOTAL 26	b. WITH CURRENT FIRM 5
<b>15. FIRM NAME AND LOCATION (City and State)</b> Johnson, Mirmiran and Thompson, Inc. (JMT)   Jacksonville, FL			
<b>16. EDUCATION (DEGREE AND SPECIALIZATION)</b> BS, Biology, Hope College, 1993; MS, Biology, Univ. of Florida, 1999; Continuing Education: Univ. of Florida, Botany, 2000; UNF, Conservation Biology, 2001; Univ. of Queensland, Tropical Coastal Ecosystems, 2015		<b>17. CURRENT PROFESSIONAL REGISTRATION (STATE AND DISCIPLINE)</b> Authorized Gopher Tortoise Agent #GTA-00027; Florida Stormwater, Erosion, and Sedimentation Control Inspector #28385; American Fisheries Society Associate Fisheries Professional #2363	
<b>18. OTHER PROFESSIONAL QUALIFICATIONS (Publications, Organizations, Training, Awards, etc.)</b> Mr. Evert has been performing natural resource research and analysis, environmental planning, and permitting for 26 years. Most of his projects involve complex regulatory issues and a significant amount of documentation, including that necessary for NEPA and ESA (e.g., federal ecosystem restoration projects and dredging projects). His experience is drawn from previous positions in both the private and state/federal government sectors, which afforded him opportunities to work on projects set in marine, estuarine, freshwater, and wetland.			

**19. RELEVANT PROJECTS**

<b>1) TITLE AND LOCATION (City and State)</b> Turnbull Creek Community Development District (CDD) Engineering Support, St. Augustine, FL	<b>(2) YEAR COMPLETED</b>	
	PROFESSIONAL SERVICES Ongoing	CONSTRUCTION (if applicable) Varies
<b>(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE</b> <input checked="" type="checkbox"/> Check if project performed with current firm a. <b>Senior Environmental Scientist.</b> Mr. Evert is supporting JMT's role as District Engineer for the <b>Turnbull Creek CDD</b> in St. Augustine, Florida, on an as-needed basis to assist the community in maintaining and improving their infrastructure assets. Engineering tasks are established by the CDD Board of Supervisors and assigned to the engineer to accomplish the specific objectives. Mr. Evert has managed various tasks for the Turnbull Creek community including Nuisance Flooding Remediation, Pond Bank Restoration, and Pond Maintenance coordination.		
<b>1) TITLE AND LOCATION (City and State)</b> Westchase Community Development District (CDD) Engineering Support Tampa, FL	<b>(2) YEAR COMPLETED</b>	
	PROFESSIONAL SERVICES Ongoing	CONSTRUCTION (if applicable) Varies
<b>(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE</b> <input checked="" type="checkbox"/> Check if project performed with current firm b. <b>Senior Environmental Scientist.</b> Mr. Evert is providing environmental services to the <b>Westchase CDD</b> in Tampa, Florida, on an as-needed basis to assist the community in maintaining and improving their infrastructure assets. Engineering tasks are established by the CDD Board of Supervisors and assigned to the engineer to accomplish the specific objectives. The tasks vary in size and complexity, and each has a specific scope and schedule that is coordinated through the Board and District Manager. JMT provided a signing and marking inspection and certification for the CDD.		
<b>1) TITLE AND LOCATION (City and State)</b> Concord Station Community Development District (CDD) Engineering Support, Land O'Lakes, FL	<b>(2) YEAR COMPLETED</b>	
	PROFESSIONAL SERVICES Ongoing	CONSTRUCTION (if applicable) Varies
<b>(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE</b> <input checked="" type="checkbox"/> Check if project performed with current firm c. <b>Senior Environmental Scientist.</b> Mr. Evert is providing environmental services to the Concord Station CDD in Land O'Lakes, Florida, on an as-needed basis to assist the community in maintaining and improving their infrastructure assets. Engineering tasks are established by the CDD Board of Supervisors and assigned to the engineer to accomplish the specific objectives.		
<b>1) TITLE AND LOCATION (City and State)</b> The Bridgewater Community Development District (CDD) Engineering Support, Lakeland, FL	<b>(2) YEAR COMPLETED</b>	
	PROFESSIONAL SERVICES Ongoing	CONSTRUCTION (if applicable) Varies
<b>(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE</b> <input checked="" type="checkbox"/> Check if project performed with current firm d. <b>Senior Environmental Scientist.</b> Mr. Evert is providing environmental services to The Bridgewater CDD on an as-needed basis to assist the community in maintaining and improving their infrastructure assets. Engineering tasks are established by the CDD Board of Supervisors and assigned to the engineer to accomplish the specific objectives. The tasks vary in size and complexity, and each has a specific scope and schedule that is coordinated through the Board and District Manager.		
<b>1) TITLE AND LOCATION (City and State)</b> Partin Settlement Road from Neptune Road to Lakeshore Boulevard Kissimmee, FL	<b>(2) YEAR COMPLETED</b>	
	PROFESSIONAL SERVICES 2020-Ongoing	CONSTRUCTION (if applicable) N/A
<b>(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE</b> <input checked="" type="checkbox"/> Check if project performed with current firm e. <b>Environmental Manager.</b> Mr. Evert is providing wetland delineation and regulatory permitting services to Osceola County, FL on Partin Settlement Road, from Neptune Road to Lakeshore Boulevard. The total project length is approximately 2.7 miles. This project has consisted of an alternative evaluation followed by development of design plans and permit applications for of Partin Settlement Road.		



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

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

12. NAME <b>Rick Neidert</b>	13. ROLE IN THIS CONTRACT <b>Senior Inspector – Water Resources</b>	14. YEARS EXPERIENCE	
		a. TOTAL 28	b. WITH CURRENT FIRM 14
15. FIRM NAME AND LOCATION <i>(City and State)</i> <b>Johnson, Mirmiran and Thompson, Inc. (JMT)   Tampa, FL</b>			
16. EDUCATION <i>(DEGREE AND SPECIALIZATION)</i> N/A		17. CURRENT PROFESSIONAL REGISTRATION <i>(STATE AND DISCIPLINE)</i> N/A	
18. OTHER PROFESSIONAL QUALIFICATIONS <i>(Publications, Organizations, Training, Awards, etc.)</i> Mr. Neidert is responsible for performing inspections on a variety of stormwater management facilities throughout southwest Florida for as-builts and recertification compliance. He also participates in advisory committee and association meetings to keep abreast of water management, environment surface water, and water use current and future issues and concerns. He has also performed inspections and surveys on numerous projects throughout southwest Florida.			

**19. RELEVANT PROJECTS**

1) TITLE AND LOCATION <i>(City and State)</i>	(2) YEAR COMPLETED	
	PROFESSIONAL SERVICES	CONSTRUCTION <i>(if applicable)</i>
<b>South Fork Community Development District (CDD) Engineering Support</b> Riverview, FL	Ongoing	Varies
(3) BRIEF DESCRIPTION <i>(Brief scope, size, cost, etc.)</i> AND SPECIFIC ROLE <input checked="" type="checkbox"/> Check if project performed with current firm a. <b>Inspector.</b> Mr. Neidert is providing inspection services to the <b>South Fork Community Development District (CDD)</b> in Riverview, Florida, on an as-needed basis to assist the community in maintaining and improving their infrastructure assets. Engineering tasks are established by the CDD Board of Supervisors and assigned to the engineer to accomplish the specific objectives. The tasks vary in size and complexity, and each has a specific scope and schedule that is coordinated through the Board and District Manager. Various tasks completed for the South Fork community include Permit Inventory and Inspection Scheduling, Pond Bank Restoration, Traffic Analyses, and Pond Maintenance Plan.		
<b>Heritage Springs Community Development District Engineering Support</b> Pasco County, FL	Ongoing	N/A
(3) BRIEF DESCRIPTION <i>(Brief scope, size, cost, etc.)</i> AND SPECIFIC ROLE <input checked="" type="checkbox"/> Check if project performed with current firm b. <b>Inspector.</b> Pond Inspections and Report Writing – Mr. Neidert supports the JMT team to conduct inspections and write reports as part of a professional engineering services as-needed basis assignment. There are 39 water management facilities located in the HSCDD that require inspection and certification of compliance for SWFWMD. JMT was tasked to research the files at SWFWMD to establish a list of facilities and to prioritize the need for inspection and certification. Currently, JMT is conducting several inspections per quarter year to maintain a satisfactory schedule with SWFWMD.		
<b>Lexington Oaks Community Development District Engineering Support</b> Pasco County, FL	Ongoing	Varies
(3) BRIEF DESCRIPTION <i>(Brief scope, size, cost, etc.)</i> AND SPECIFIC ROLE <input checked="" type="checkbox"/> Check if project performed with current firm c. <b>Inspector.</b> Mr. Neidert is providing inspection services for the Lexington Oaks CDD. The District is an approximately 800-acre master planned golf course development consisting of over 500 residential units and commercial buildings. Work orders included addressing pond erosion problems and sinkhole concerns, analysis of parking lot flooding, negotiations with the county for safety improvements to roadways, and assistance in repair for walls.		
<b>Fishhawk Ranch Community Development District Engineering Support</b> Hillsborough County, FL	Ongoing	Varies
(3) BRIEF DESCRIPTION <i>(Brief scope, size, cost, etc.)</i> AND SPECIFIC ROLE <input checked="" type="checkbox"/> Check if project performed with current firm d. <b>Inspector.</b> Mr. Neidert is providing inspection services for the Fishhawk Ranch CDD on an as-needed basis to assist the community in maintaining and improving their infrastructure assets. Various tasks completed for the Fishhawk Ranch community include: <b>Permit Inventory and Inspection Scheduling</b> —This task required research of SWFWMD permit documents archived at the central Brooksville office of SWFWMD. A map and spreadsheet were developed to indicate the numerous permits, where the ponds were located within the community, when the pond inspections were to be completed, and the parcel number for Hillsborough County. <b>Engineer Transition</b> —This task required coordination with the past EOR for the community to retain and update all documents during a transition and merger of 3 CDDs including maintenance and inventory data and maps, clubhouse equipment inventory, and past CDD owned improvement project data.		



E. RESUMES OF KEY PERSONNEL PROPOSED FOR THIS CONTRACT

(Complete one Section E for each key person.)

12. NAME <b>Mona "Sue" Horton, EI</b>	13. ROLE IN THIS CONTRACT <b>Engineer - Utilities &amp; Roadway Design</b>	14. YEARS EXPERIENCE	
		a. TOTAL 21	b. WITH CURRENT FIRM 14
15. FIRM NAME AND LOCATION (City and State) <b>Johnson, Mirmiran and Thompson, Inc. (JMT)   Tampa, FL</b>			
16. EDUCATION (DEGREE AND SPECIALIZATION) BS, Civil Engineering, University of South Florida, 1998		17. CURRENT PROFESSIONAL REGISTRATION (STATE AND DISCIPLINE) Engineering Intern, FL 1100006882	
18. OTHER PROFESSIONAL QUALIFICATIONS (Publications, Organizations, Training, Awards, etc.) Ms. Horton has over 21 years of experience in transportation engineering design. Her experience includes roadway design, signing and pavement marking, signalization, ITS, toll plazas, community awareness plans, 3R reports, typical section packages, pavement design, engineer's estimates, computation books, and utility coordination. Ms. Horton's typical utility coordination activities include identifying involved utility agencies, sending plans to utilities at each submittal, identifying conflicts, and working to resolve conflicts with plan changes or Utility Work Schedules.			

19. RELEVANT PROJECTS

1) TITLE AND LOCATION (City and State) <b>Lexington Oaks CDD Engineering Services</b> Wesley Chapel, FL	(2) YEAR COMPLETED	
	PROFESSIONAL SERVICES Ongoing	CONSTRUCTION (if applicable) Varies
a. (3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE <input checked="" type="checkbox"/> Check if project performed with current firm <b>Engineer.</b> Ms. Horton is providing engineering services on a work order basis to serve as District Engineer for the Lexington Oaks CDD. The District is an approximately 800-acre master planned golf course development consisting of over 500 residential units and commercial buildings. Work orders to date include addressing pond erosion problems and sink hole concerns, analysis of parking lot flooding, negotiations with county for safety improvements to roadways, and assistance in repair for walls.		
1) TITLE AND LOCATION (City and State) <b>Heritage Springs Community Development District Engineering Support</b> Pasco County, FL	(2) YEAR COMPLETED	
	PROFESSIONAL SERVICES Ongoing	CONSTRUCTION (if applicable) Varies
b. (3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE <input checked="" type="checkbox"/> Check if project performed with current firm <b>Engineer.</b> Ms. Horton has assisted with various assignments for the Heritage Springs CDD, including a valuation of the assets for which the District is responsible, which includes stormwater detention ponds, wetlands, mitigation areas, and roadway gutters and inlets and the conveyance systems from the roadways to the ponds.		
1) TITLE AND LOCATION (City and State) <b>Diamond Hill Community Development District Engineering Support</b> Hillsborough County, FL	(2) YEAR COMPLETED	
	PROFESSIONAL SERVICES Ongoing	CONSTRUCTION (if applicable) Varies
c. (3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE <input checked="" type="checkbox"/> Check if project performed with current firm <b>Engineer.</b> Ms. Horton is providing engineering services on a continuing basis including planning, preparing reports, and preparing plans, designs, and specifications and construction services for: Water management system and facilities, water and sewer system and facilities, roads, landscaping and street lighting, and engineering contract management and inspection services during construction.		
1) TITLE AND LOCATION (City and State) <b>Fishhawk Ranch Community Development District Engineering Support</b> Hillsborough County, FL	(2) YEAR COMPLETED	
	PROFESSIONAL SERVICES Ongoing	CONSTRUCTION (if applicable) Varies
d. (3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE <input checked="" type="checkbox"/> Check if project performed with current firm <b>Engineer.</b> Ms. Horton provides engineering services to the Fishhawk Ranch CDD on an as-needed basis to assist the community in maintaining and improving their infrastructure assets. Various tasks completed for the Fishhawk Ranch community include: <b>Permit Inventory and Inspection Scheduling</b> – This task required research of SWFWMD permit documents archived at the central Brooksville office of SWFWMD. A map and spreadsheet were developed to indicate the numerous permits, where the ponds were located within the community, when the pond inspections were to be completed, and the parcel number for Hillsborough County. <b>Engineer Transition</b> – This task required coordination with the past EOR for the community to retain and update all documents during a transition and merger of 3 CDDs including maintenance and inventory data and maps, clubhouse equipment inventory, and past CDD owned improvement project data.		
1) TITLE AND LOCATION (City and State) <b>Mira Lago West Community Development District Engineering Support</b> Ruskin, FL	(2) YEAR COMPLETED	
	PROFESSIONAL SERVICES Ongoing	CONSTRUCTION (if applicable) Varies
e. (3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE <input checked="" type="checkbox"/> Check if project performed with current firm <b>Engineer.</b> Ms. Horton provides engineering services to the <b>Mira Lago West CDD</b> in Ruskin on an as-needed basis to assist the community in maintaining and improving their infrastructure assets. Various tasks completed for the Mira Lago West community includes permit inventory and inspection scheduling, pond bank restoration, and adjacent development impact management.		



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

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

12. NAME <b>Cliff Wilson</b>	13. ROLE IN THIS CONTRACT <b>Transportation Designer</b>	14. YEARS EXPERIENCE	
		a. TOTAL <b>39</b>	b. WITH CURRENT FIRM <b>17</b>
15. FIRM NAME AND LOCATION <i>(City and State)</i> <b>Johnson, Mirmiran and Thompson, Inc. (JMT)   Tampa, FL</b>			
16. EDUCATION <i>(DEGREE AND SPECIALIZATION)</i> University of Florida, College of Architecture		17. CURRENT PROFESSIONAL REGISTRATION <i>(STATE AND DISCIPLINE)</i> Florida Institute of Consulting Engineers – Certified in Advanced Work Zone Traffic Control	
18. OTHER PROFESSIONAL QUALIFICATIONS <i>(Publications, Organizations, Training, Awards, etc.)</i> Mr. Wilson has 39 years of experience in the transportation and traffic engineering field. His transportation experience includes roadway design, traffic control plans, transportation planning, drainage design, signing and pavement marking design and utility relocation plans using Microstation and Geopak			

**.19. RELEVANT PROJECTS**

	1) TITLE AND LOCATION <i>(City and State)</i>	(2) YEAR COMPLETED	
		PROFESSIONAL SERVICES	CONSTRUCTION <i>(if applicable)</i>
a.	<b>Harbour Isles Community Development District Engineering Support</b> Hillsborough County, Florida	Ongoing	Varies
	(3) BRIEF DESCRIPTION <i>(Brief scope, size, cost, etc.)</i> AND SPECIFIC ROLE <input checked="" type="checkbox"/> Check if project performed with current firm <b>Senior Designer.</b> Mr. Wilson supports JMT's role as the District Engineer for this community. Assignments have included: design, permitting, and construction phase services for a new fitness center; night swimming assessment; traffic analyses; SWFWMD permit reviews; and assistance with nuisance flooding, pool paver subsidence, and planning for reclaimed water.		
b.	<b>Diamond Hill Community Development District Engineering Support</b> Hillsborough County, Florida	Ongoing	Varies
	(3) BRIEF DESCRIPTION <i>(Brief scope, size, cost, etc.)</i> AND SPECIFIC ROLE <input checked="" type="checkbox"/> Check if project performed with current firm <b>Senior Designer.</b> Mr. Wilson supports JMT's role as the District Engineer for this community. Assignments have included pond repairs, pond inspections, and assistance with minor maintenance issues.		
c.	<b>Autumn Leaves Drive Drainage Improvements</b> Hillsborough County, Florida	2014	2014
	(3) BRIEF DESCRIPTION <i>(Brief scope, size, cost, etc.)</i> AND SPECIFIC ROLE <input checked="" type="checkbox"/> Check if project performed with current firm <b>Senior Designer.</b> Autumn Leaves Drive and the immediate vicinity has experienced street flooding during heavy rainfall events. However, during drought periods, the water level in the Autumn Leaves Drive stormwater pond was below that desired by some of the neighborhood residents. Mr. Wilson helped develop the alternative selected for construction which included conveyance upgrades, an overbank weir, an additional outfall pipe, and control structure modifications.		
d.	<b>State Road 580 Sidewalk Design</b> Pinellas County, Florida	2008	2009
	(3) BRIEF DESCRIPTION <i>(Brief scope, size, cost, etc.)</i> AND SPECIFIC ROLE <input checked="" type="checkbox"/> Check if project performed with current firm <b>Designer.</b> Mr. Wilson supported this project for FDOT District 7 which involved sidewalk design along SR 580 in Hillsborough County including drainage design and pedestrian enhancements at each intersection.		



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

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

12. NAME <b>Danny Polk, PLS</b>	13. ROLE IN THIS CONTRACT <b>Senior Surveyor</b>	14. YEARS EXPERIENCE	
		a. TOTAL <b>49</b>	b. WITH CURRENT FIRM <b>15</b>

15. FIRM NAME AND LOCATION *(City and State)*  
**Johnson, Mirmiran and Thompson, Inc. (JMT) | Tampa, FL**

16. EDUCATION *(DEGREE AND SPECIALIZATION)*  
Coursework at Tennessee Technical University

17. CURRENT PROFESSIONAL REGISTRATION *(STATE AND DISCIPLINE)*  
Florida Professional Surveyor #3317

18. OTHER PROFESSIONAL QUALIFICATIONS *(Publications, Organizations, Training, Awards, etc.)*  
Mr. Polk has 49 years of progressive experience in all aspects of surveying and related areas throughout the west coast of Florida. Mr. Polk's experience is all-inclusive, from design and boundary surveys to right-of-way mapping and project management. He serves as Survey Manager at JMT, with responsibility for field and office production. Mr. Polk is a registered professional land surveyor in the State of Florida.

**19. RELEVANT PROJECTS**

	1) TITLE AND LOCATION <i>(City and State)</i>	(2) YEAR COMPLETED	
		PROFESSIONAL SERVICES	CONSTRUCTION <i>(if applicable)</i>
a.	<b>Plat Reviews, Hillsborough County</b> Hillsborough County, FL	Ongoing	N/A
(3) BRIEF DESCRIPTION <i>(Brief scope, size, cost, etc.)</i> AND SPECIFIC ROLE <input checked="" type="checkbox"/> Check if project performed with current firm <b>Survey Manager.</b> Mr. Polk reviewed record plats for compliance with Hillsborough County standards.			
b.	<b>Plat Reviews, City of Tampa</b> Tampa, FL	Ongoing	N/A
(3) BRIEF DESCRIPTION <i>(Brief scope, size, cost, etc.)</i> AND SPECIFIC ROLE <input checked="" type="checkbox"/> Check if project performed with current firm <b>Survey Manager.</b> Mr. Polk was responsible for review of record plats for compliance with City of Tampa standards and Florida Statute Chapter 177. JMT has performed plat reviews for the City for the past five years. Mr. Polk has been responsible for QA/QC of the standards set forth by the City and the state of Florida. His reviews are detailed in nature and comments are easily understood and addressed by the submitting firm's surveyor.			
c.	<b>Tampa Augmentation Project</b> Tampa, FL	Ongoing	N/A
(3) BRIEF DESCRIPTION <i>(Brief scope, size, cost, etc.)</i> AND SPECIFIC ROLE <input checked="" type="checkbox"/> Check if project performed with current firm <b>Senior Surveyor.</b> Mr. Polk established horizontal and vertical controls for the design of a site in Flatwoods Park to test and see if the area could be used to recharge groundwater using wastewater from the City of Tampa sewage treatment plant. JMT located and evaluated the production wells, piezometers, and staff gauges in both rapid infiltration basin (RIB) areas.			
d.	<b>Westshore Boulevard from Cleveland Street to Spruce Street</b> Tampa, FL	2019-Ongoing	N/A
(3) BRIEF DESCRIPTION <i>(Brief scope, size, cost, etc.)</i> AND SPECIFIC ROLE <input checked="" type="checkbox"/> Check if project performed with current firm <b>Project Surveyor.</b> Mr. Polk established a secondary control network along the corridor. Field crews performed reconnaissance and location of boundary and right-of way corners, subdivision block corners, parcel boundaries and existing right-of-way shown on FDOT control surveys. Mr. Polk was in charge of reestablishing the existing right-of-way from the research and field information collected. Existing right-of-way maps for the corridor were prepared.			
e.	<b>Central Avenue at Osborne Avenue, Traffic Signal Design</b> Tampa, FL	2015-Ongoing	N/A
(3) BRIEF DESCRIPTION <i>(Brief scope, size, cost, etc.)</i> AND SPECIFIC ROLE <input checked="" type="checkbox"/> Check if project performed with current firm <b>Survey Manager.</b> Mr. Polk is managing the professional surveying services for the City of Tampa to upgrade/replace the existing traffic signal at the intersection of Central Avenue and Osborne Avenue in Tampa, Florida. The project includes providing sidewalk and crosswalk improvements necessary to accommodate ADA criteria at the intersection.			
f.	<b>Miscellaneous Professional Services for Transportation Development &amp; Design Engineering Services, Hillsborough County, Hillsborough County, FL</b>	2017-Ongoing	N/A
(3) BRIEF DESCRIPTION <i>(Brief scope, size, cost, etc.)</i> AND SPECIFIC ROLE <input checked="" type="checkbox"/> Check if project performed with current firm <b>Survey Manager.</b> This contract is a 3-year, \$3 million agreement with the County. JMT has been under similar contracts with Hillsborough County continuously for nearly 20 years. Task work orders are issued from various sections within the Hillsborough County Public Works Department. Mr. Polk performed horizontal and vertical controls, right-of-way, and design surveys on the following projects: Lula Road resurfacing from Beach Avenue to U.S. 41; Boyette Road Resurfacing from Rhodine Road to Lithia Pinecrest Road; Lithia Springs Road resurfacing from Park Entrance to Lithia Pinecrest Road; and Bay to Bay Boulevard from Dale Mabry Highway to Bayshore Boulevard.			



E. RESUMES OF KEY PERSONNEL PROPOSED FOR THIS CONTRACT

(Complete one Section E for each key person.)

12. NAME <b>David Puigdomenech, PSM</b>	13. ROLE IN THIS CONTRACT <b>Senior Surveyor</b>	14. YEARS EXPERIENCE	
		a. TOTAL 33	b. WITH CURRENT FIRM 15
15. FIRM NAME AND LOCATION (City and State) <b>Johnson, Mirmiran and Thompson, Inc. (JMT)   Tampa, FL</b>			
16. EDUCATION (DEGREE AND SPECIALIZATION) AA, Engineering, Hillsborough Community College, 1988 BS, Business Management, University of Phoenix, 2004		17. CURRENT PROFESSIONAL REGISTRATION (STATE AND DISCIPLINE) Florida Professional Surveyor & Mapper - 6031	
18. OTHER PROFESSIONAL QUALIFICATIONS (Publications, Organizations, Training, Awards, etc.) Mr. Puigdomenech has 33 years of progressive experience in all aspects of surveying and related areas throughout the west coast of Florida. Mr. Puigdomenech's experience is all-inclusive, from design and boundary surveys to right-of-way mapping and project management. In addition to serving as project surveyor, he also supervises JMT's survey crews. Mr. Puigdomenech is a registered professional surveyor and mapper in the State of Florida.			

19. RELEVANT PROJECTS

1) TITLE AND LOCATION (City and State) <b>South Fork Community Development District (CDD) Engineering Support</b> Riverview, FL	(2) YEAR COMPLETED	
	PROFESSIONAL SERVICES Ongoing	CONSTRUCTION (if applicable) Varies
a. (3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE <input checked="" type="checkbox"/> Check if project performed with current firm <b>Senior Surveyor.</b> Mr. Puigdomenech is providing survey services to the <b>South Fork CDD</b> in Riverview, Florida, on an as-needed basis to assist the community in maintaining and improving their infrastructure assets. Various tasks completed for the South Fork community include Permit Inventory and Inspection Scheduling, Pond Bank Restoration, Traffic Analyses, and Pond Maintenance Plan. Survey tasks have included projects for pond maintenance and bank restoration as well as general engineering design projects.		
1) TITLE AND LOCATION (City and State) <b>Oak Creek Community Development District Engineering Support</b> Hillsborough County, FL	(2) YEAR COMPLETED	
	PROFESSIONAL SERVICES Ongoing	CONSTRUCTION (if applicable) Varies
b. (3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE <input checked="" type="checkbox"/> Check if project performed with current firm <b>Senior Surveyor.</b> Mr. Puigdomenech is providing survey services to the <b>Oak Creek CDD in Wesley Chapel</b> on an as-needed basis to assist the community in maintaining and improving their infrastructure assets. Engineering tasks are established by the CDD Board of Supervisors and assigned to the engineer to accomplish the specific objectives. Various tasks completed for the Oak Creek community include: <b>Basketball Court</b> —JMT prepared plans to construct a basketball court to add to the existing amenities in the vicinity of the clubhouse pool. JMT oversaw contractor bidding and construction phase services. <b>Trail Boardwalks</b> —JMT prepared plans to construct a pedestrian boardwalk in two locations within the community to connect existing trails through wetlands and over creeks to provide residents with access to the natural uplands to utilize as a picnic or walking trail amenity. Survey tasks have included topographic design surveys for miscellaneous community improvements.		
1) TITLE AND LOCATION (City and State) <b>Lexington Oaks Community Development District Engineering Support</b> Pasco County, FL	(2) YEAR COMPLETED	
	PROFESSIONAL SERVICES Ongoing	CONSTRUCTION (if applicable) Varies
c. (3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE <input checked="" type="checkbox"/> Check if project performed with current firm <b>Senior Surveyor.</b> Mr. Puigdomenech is supporting survey for JMT's role as District Engineer for the <b>Lexington Oaks CDD</b> . The District is an approximately 800-acre master planned golf course development consisting of over 500 residential units and commercial buildings. Work orders included addressing pond erosion problems and sinkhole concerns, analysis of parking lot flooding, negotiations with the county for safety improvements to roadways, and assistance in repair for walls. Survey tasks have included projects for pond maintenance and drainage repair as well as topographic design surveys for miscellaneous community improvements.		
1) TITLE AND LOCATION (City and State) <b>Westchase Community Development District (CDD) Engineering Support</b> Tampa, FL	(2) YEAR COMPLETED	
	PROFESSIONAL SERVICES Ongoing	CONSTRUCTION (if applicable) Varies
d. (3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE <input checked="" type="checkbox"/> Check if project performed with current firm <b>Senior Surveyor.</b> Mr. Puigdomenech is providing survey services to the <b>Westchase CDD</b> in Tampa, Florida, on an as-needed basis to assist the community in maintaining and improving their infrastructure assets. The tasks vary in size and complexity, and each has a specific scope and schedule that is coordinated through the Board and District Manager. Survey tasks have included topographic design surveys for drainage improvements and boundary surveys for community parcels.		
1) TITLE AND LOCATION (City and State) <b>The Woodlands Community Development District (CDD) Engineering Support</b> , North Port, FL	(2) YEAR COMPLETED	
	PROFESSIONAL SERVICES Ongoing	CONSTRUCTION (if applicable) Varies
e. (3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE <input checked="" type="checkbox"/> Check if project performed with current firm <b>Senior Surveyor.</b> Mr. Puigdomenech is providing survey services to <b>The Woodlands Community Development District (CDD)</b> in North Port, Florida, on an as-needed basis to assist the community in maintaining and improving their infrastructure assets. Survey tasks have included projects for pond maintenance and bank restoration as well as general engineering design projects.		



<b>F. EXAMPLE PROJECTS WHICH BEST ILLUSTRATE PROPOSED TEAM'S QUALIFICATIONS FOR THIS CONTRACT</b> <i>(Present as many projects as requested by the agency, or 10 projects, if not specified. Complete one Section F for each project.)</i>	<b>20. EXAMPLE PROJECT KEY NUMBER</b> <b>1</b>
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<b>23. TITLE AND LOCATION (City and State)</b> <b>Turnbull Creek Community Development District (CDD) St. Augustine, FL</b>	<b>22. YEAR COMPLETED</b>
<b>PROFESSIONAL SERVICES</b> Ongoing	<b>CONSTRUCTION (if applicable)</b> Varies

23. PROJECT OWNER'S INFORMATION		
<b>a. PROJECT OWNER</b> Governmental Management Services, LLC	<b>b. POINT OF CONTACT NAME</b> Ernesto Torres	<b>c. POINT OF CONTACT TELEPHONE NUMBER</b> (904) 940-5850 x 403

JMT is providing engineering services to the **Turnbull Creek Community Development District (CDD)** in **St. Augustine** on an as-needed basis to assist the community in maintaining and improving their infrastructure assets.

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

Various tasks completed for the Turnbull Creek CDD have included:

- **Pond Erosion Inspection and Stabilization Design** – This task involved field assessment of chronic pond bank erosion along several stormwater management ponds. JMT also assessed the soils along the pond banks and reviewed the geotechnical borings contained within the original permit documents. JMT provided a report detailing different options for pond bank stabilization and the rough cost associated with each option. Once the CDD Board decided on an option, JMT developed design plans and a scope to obtain quotes from multiple local contractors.
- **Flooding Assessment and Remediation Design** – This task involved field identification of nuisance flooding around a jogging trail, desktop research of SJRWMD permit documents, and coordination with a surveyor to assess how the existing grades and stormwater system differ from the permit documents. Maintenance recommendations, and three design alternatives, with construction and design cost estimates, were provided to the CDD. At the request of the CDD, JMT has also assessed and provided recommendations for nuisance flooding remediation at two other portions of the CDD property, including a Bocce Ball Court.

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



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

20. EXAMPLE PROJECT KEY NUMBER  
 2

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

23. PROJECT OWNER'S INFORMATION

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

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



Various tasks completed for the Heritage Springs community include:

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

25. FIRMS FROM SECTION C INVOLVED WITH THIS PROJECT

a.	(1) FIRM NAME Johnson, Mirmiran and Thompson, Inc. (JMT)	(2) FIRM LOCATION (City and State) Tampa, FL	(3) ROLE Engineering, Survey
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F. EXAMPLE PROJECTS WHICH BEST ILLUSTRATE PROPOSED TEAM'S QUALIFICATIONS FOR THIS CONTRACT  
 (Present as many projects as requested by the agency, or 10 projects, if not specified. Complete one Section F for each project.)

20. EXAMPLE PROJECT KEY NUMBER  
 3

21. TITLE AND LOCATION (City and State) <b>Lexington Oaks Community Development District (CDD) Wesley Chapel, FL</b>	22. YEAR COMPLETED	
	PROFESSIONAL SERVICES Ongoing	CONSTRUCTION (If applicable) Varies

23. PROJECT OWNER'S INFORMATION

a. PROJECT OWNER INFRAMARK	b. POINT OF CONTACT NAME Bob Nanni	c. POINT OF CONTACT TELEPHONE NUMBER (813) 991-1116
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JMT provides engineering services to the **Lexington Oaks Community Development District (CDD)** in **Wesley Chapel** on an as-needed basis to assist the community in maintaining and improving their infrastructure assets.

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



Various tasks completed for the Lexington Oaks community include:

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

25. FIRMS FROM SECTION C INVOLVED WITH THIS PROJECT

a.	(1) FIRM NAME Johnson, Mirmiran and Thompson, Inc. (JMT)	(2) FIRM LOCATION (City and State) Tampa, FL	(3) ROLE Engineering, Survey
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<b>F. EXAMPLE PROJECTS WHICH BEST ILLUSTRATE PROPOSED TEAM'S QUALIFICATIONS FOR THIS CONTRACT</b> <i>(Present as many projects as requested by the agency, or 10 projects, if not specified. Complete one Section F for each project.)</i>	<b>20. EXAMPLE PROJECT KEY NUMBER</b> <b>4</b>
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<b>21. TITLE AND LOCATION (City and State)</b> <b>South Fork Community Development District (CDD)</b> <b>Riverview, FL</b>	<b>22. YEAR COMPLETED</b> <table border="1" style="width: 100%;"> <tr> <td style="width: 50%;">PROFESSIONAL SERVICES Ongoing</td> <td style="width: 50%;">CONSTRUCTION <i>(If applicable)</i> Varies</td> </tr> </table>	PROFESSIONAL SERVICES Ongoing	CONSTRUCTION <i>(If applicable)</i> Varies
PROFESSIONAL SERVICES Ongoing	CONSTRUCTION <i>(If applicable)</i> Varies		

23. PROJECT OWNER'S INFORMATION		
<b>a. PROJECT OWNER</b> <b>INFRAMARK</b>	<b>b. POINT OF CONTACT NAME</b> <b>Mark Vega</b>	<b>c. POINT OF CONTACT TELEPHONE NUMBER</b> <b>(813) 991-1116</b>

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



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

Various tasks completed for the South Fork community include:

- **Permit Inventory and Inspection Scheduling** – This task required research of SWFWMD permit documents archived at the central Brooksville office of SWFWMD. A map and spreadsheet were developed to indicate the numerous permits, where the ponds were located within the community, when the pond inspections were to be completed, and the parcel number for Hillsborough County.
- **Pond Bank Restoration** – JMT performed surveying, design and construction administration tasks for the reconstruction and restoration of the pond banks on three stormwater management ponds within the community. The objective of the project was to restore the eroded banks to the permitted side slopes and repair drainage structures required for safety and functionality. *(Construction budget: \$209,000)*
- **Traffic Analyses** – JMT has reviewed the Signal Warrant Study provided by the Florida Department of Transportation for the intersection of Ambleside Boulevard at US 301. JMT provided updated traffic counts to determine if the recent development in the area had increased traffic volumes to the point of warranting a signal at this location.
- **Pond Maintenance Plan** – The objective of this task was to determine the extent of repair needed for specific ponds, establish an estimated cost, and prioritize the immediate needs for each pond based on the functional performance requirements. Inspections were performed for each pond site noting any issue requiring maintenance or repair. Numerous ponds had erosion on the side slopes, and several had drainage structures that were not functioning as designed due to becoming dislodged from embankment erosion. A report was prepared and presented to the CDD Board for alternative measures to address the pond issues and RFP packages were prepared for bidding purposes.



Photo credit: James Griffin and Griffin Brothers Civil Construction

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

<b>F. EXAMPLE PROJECTS WHICH BEST ILLUSTRATE PROPOSED TEAM'S QUALIFICATIONS FOR THIS CONTRACT</b> <i>(Present as many projects as requested by the agency, or 10 projects, if not specified. Complete one Section F for each project.)</i>	<b>20. EXAMPLE PROJECT KEY NUMBER</b> <b>5</b>
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<b>21. TITLE AND LOCATION (City and State)</b>	<b>22. YEAR COMPLETED</b>	
<b>Oak Creek Community Development District (CDD) Pasco County, FL</b>	PROFESSIONAL SERVICES Ongoing	CONSTRUCTION <i>(If applicable)</i> Varies

23. PROJECT OWNER'S INFORMATION		
a. PROJECT OWNER INFRAMARK	b. POINT OF CONTACT NAME Mark Vega	c. POINT OF CONTACT TELEPHONE NUMBER (813) 991-1116, 104

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

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

Various tasks completed for the Oak Creek community include:

- **Permit Inventory and Inspection Scheduling** – This task required research of SWFWMD permit documents archived at the central Brooksville office of SWFWMD. A map and spreadsheet were developed to indicate the numerous permits, where the ponds were located within the community, when the pond inspections were to be completed, and the parcel number for Pasco County.
- **Basketball Court** – JMT performed survey, design, permitting, and construction administration for a basketball court adjacent to their clubhouse pool. The court will also be striped for a dual use for two pickleball courts. *(Construction budget: \$36,000)*
- **Trail Boardwalks** – JMT performed survey, design, permitting, and construction administration for a pedestrian boardwalk in two locations within the community to connect existing trails through wetlands and over creeks to provide residents with safe access to the natural uplands to utilize as a picnic or walking trail amenity. *(Construction budget: \$63,000)*
- **Playground Expansion** – JMT performed survey, design, and permitting to expand the existing playground to accommodate a new swing set area for toddlers while maintaining safe ADA access.



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

<b>F. EXAMPLE PROJECTS WHICH BEST ILLUSTRATE PROPOSED TEAM'S QUALIFICATIONS FOR THIS CONTRACT</b> <i>(Present as many projects as requested by the agency, or 10 projects, if not specified. Complete one Section F for each project.)</i>	<b>20. EXAMPLE PROJECT KEY NUMBER</b> <b>6</b>
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<b>21. TITLE AND LOCATION (City and State)</b> <b>Harbour Isles Community Development District (CDD)</b> <b>Hillsborough County, FL</b>	<b>22. YEAR COMPLETED</b> <table border="1" style="width:100%; border-collapse: collapse;"> <tr> <td style="width: 50%; padding: 2px;">PROFESSIONAL SERVICES Ongoing</td> <td style="width: 50%; padding: 2px;">CONSTRUCTION <i>(If applicable)</i> Varies</td> </tr> </table>	PROFESSIONAL SERVICES Ongoing	CONSTRUCTION <i>(If applicable)</i> Varies
PROFESSIONAL SERVICES Ongoing	CONSTRUCTION <i>(If applicable)</i> Varies		

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

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

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

Various tasks completed for the Harbour Isles community include:

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

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



<b>F. EXAMPLE PROJECTS WHICH BEST ILLUSTRATE PROPOSED TEAM'S QUALIFICATIONS FOR THIS CONTRACT</b> <i>(Present as many projects as requested by the agency, or 10 projects, if not specified. Complete one Section F for each project.)</i>	<b>20. EXAMPLE PROJECT KEY NUMBER</b> 7
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<b>21. TITLE AND LOCATION (City and State)</b> <b>Diamond Hill Community Development District (CDD)</b> <b>Hillsborough County, FL</b>	<b>22. YEAR COMPLETED</b> PROFESSIONAL SERVICES: Ongoing CONSTRUCTION (if applicable): Varies
--	---

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

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

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

Various tasks completed for the Diamond Hill community include:

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



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

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

F. EXAMPLE PROJECTS WHICH BEST ILLUSTRATE PROPOSED TEAM'S QUALIFICATIONS FOR THIS CONTRACT <i>(Present as many projects as requested by the agency, or 10 projects, if not specified.          Complete one Section F for each project.)</i>	20. EXAMPLE PROJECT KEY NUMBER 8
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21. TITLE AND LOCATION (City and State) <b>Fishhawk Ranch Community Development District (CDD)</b> <b>Lithia, Hillsborough County, FL</b>	22. YEAR COMPLETED	
	PROFESSIONAL SERVICES Ongoing	CONSTRUCTION (If applicable) Varies

23. PROJECT OWNER'S INFORMATION		
a. PROJECT OWNER Rizzetta & Company, Inc.	b. POINT OF CONTACT NAME Greg Cox	c. POINT OF CONTACT TELEPHONE NUMBER (813) 933-5571

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

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

Various tasks completed for the Fishhawk Ranch community include:

- **Permit Inventory and Inspection Scheduling** – This task required research of SWFWMD permit documents archived at the central Brooksville office of SWFWMD. A map and spreadsheet were developed to indicate the numerous permits, where the ponds were located within the community, when the pond inspections were to be completed, and the parcel number for Hillsborough County.
- **Engineer Transition** – This task required coordination with the past EOR for the community to retain and update all documents during a transition and merger of 3 CDDs including maintenance and inventory data and maps, clubhouse equipment inventory, and past CDD owned improvement project data.

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

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

20. EXAMPLE PROJECT KEY NUMBER

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

9

21. TITLE AND LOCATION (City and State)		22. YEAR COMPLETED	
<b>Mira Lago West Community Development District (CDD) Ruskin, Hillsborough County, FL</b>		PROFESSIONAL SERVICES Ongoing	CONSTRUCTION (If applicable) Varies

23. PROJECT OWNER'S INFORMATION

a. PROJECT OWNER Rizzetta & Company, Inc.	b. POINT OF CONTACT NAME Bryan Radcliff	c. POINT OF CONTACT TELEPHONE NUMBER (813) 533-2950
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JMT provides engineering services to the **Mira Lago West Community Development District (CDD)** in **Ruskin** on an as-needed basis to assist the community in maintaining and improving their infrastructure assets.

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

Various tasks completed for the Mira Lago West community include:

- **Permit Inventory and Inspection Scheduling** – This task required research of SWFWMD permit documents archived at the central Brooksville office of SWFWMD. A map and spreadsheet were developed to indicate the numerous permits, where the ponds were located within the community, when the pond inspections were to be completed, and the parcel number for Hillsborough County.
- **Pond Bank Restoration** – JMT performed surveying, design and construction administration tasks for the reconstruction and restoration of the pond banks on numerous stormwater management ponds within the community. The objective of the project was to restore the eroded banks to the permitted side slopes and repair drainage structures required for safety and functionality.
- **Adjacent Development Impact Management** – This task required coordination with state permit agencies and private developers to coordinate impacts to the existing community caused by the new construction of a subdivision adjacent to the CDD owned properties and residential lots.

25. FIRMS FROM SECTION C INVOLVED WITH THIS PROJECT

a.	(1) FIRM NAME Johnson, Mirmiran and Thompson, Inc. (JMT)	(2) FIRM LOCATION (City and State) Tampa, FL	(3) ROLE Engineering, Survey
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<b>F. EXAMPLE PROJECTS WHICH BEST ILLUSTRATE PROPOSED TEAM'S QUALIFICATIONS FOR THIS CONTRACT</b> <i>(Present as many projects as requested by the agency, or 10 projects, if not specified. Complete one Section F for each project.)</i>	<b>20. EXAMPLE PROJECT KEY NUMBER</b> <b>10</b>
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<b>21. TITLE AND LOCATION (City and State)</b> <b>River Bend Community Development District (CDD)</b> <b>Hillsborough County, FL</b>	<b>22. YEAR COMPLETED</b> <table border="1" style="width: 100%;"> <tr> <td style="width: 50%;">PROFESSIONAL SERVICES Ongoing</td> <td style="width: 50%;">CONSTRUCTION <i>(If applicable)</i> Varies</td> </tr> </table>	PROFESSIONAL SERVICES Ongoing	CONSTRUCTION <i>(If applicable)</i> Varies
PROFESSIONAL SERVICES Ongoing	CONSTRUCTION <i>(If applicable)</i> Varies		

23. PROJECT OWNER'S INFORMATION		
<b>a. PROJECT OWNER</b> Meritus Communities	<b>b. POINT OF CONTACT NAME</b> Debbie Nussel	<b>c. POINT OF CONTACT TELEPHONE NUMBER</b> (813) 397-5120

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

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

Various tasks completed for the River Bend community include:

- **Permit Inventory and Inspection Scheduling** – This task required research of SWFWMD permit documents archived at the central Brooksville office of SWFWMD. A map and spreadsheet were developed to indicate the numerous permits, where the ponds were located within the community, when the pond inspections were to be completed, and the parcel number for Hillsborough County.
- **Amenity Center Drainage Improvements** – The River Bend CDD has experience chronic flooding due to rapid expansion of the amenities within the parcel without accommodating additional stormwater runoff. JMT performed survey, design, permitting, and construction administration services to address existing flooding occurring at the access, parking lot, playground, tennis court, pool equipment area, and open spaces. The improvements will accommodate future amenity projects through total buildout of the parcel. *(Construction budget: \$119,000)*

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


G. KEY PERSONNEL PARTICIPATION IN EXAMPLE PROJECTS											
26. NAMES OF KEY PERSONNEL (From Section E, Block 12)	27. ROLE IN THIS CONTRACT (From Section E, Block 13)	28. EXAMPLE PROJECTS LISTED IN SECTION F (Fill in "Example Projects Key" section below before completing table. Place "X" under project key number for participation in same or similar role.)									
		1	2	3	4	5	6	7	8	9	10
Steven Collins, PE, PhD	Project Manager	●					●				
Robert Dvorak, PE	Senior Engineer – Water Resources		●	●	●	●	●	●	●	●	●
Stephen Brletic, PE	Senior Engineer – Civil	●	●	●	●	●	●	●	●	●	●
Sergio Quevedo, PE, PTOE	Principal – QA/QC Manager						●				
Derek Doughty, PE, CFM, D.WRE	Senior Engineer – Water Resources				●	●		●			
Steven Edinger, PE	Project Engineer – Water Resources				●		●				
Alexandra Serra	Engineer – Water Resources	●	●				●		●		
Sara Beresheim, PE, PTOE	Senior Engineer – Traffic						●				
Robin Hernandez, PE	Senior Engineer – Transportation										
Jason Flick, PE	Senior Engineer – Transportation										
Reece Carine, EI	Engineer - Transportation	●									
Jason Evert	Senior Environmental Scientist	●									
Rick Neidert	Senior Inspector – Water Resources		●	●	●	●	●	●	●	●	●
Mona "Sue" Horton, EI	Engineer - Utilities & Roadway Design		●	●	●	●	●	●	●	●	●
Cliff Wilson	Transportation Designer				●	●					
Danny Polk, PLS	Senior Surveyor		●	●	●	●	●	●	●		
David Puigdomenech, PSM	Senior Surveyor		●	●	●	●	●	●	●		

29. EXAMPLE PROJECTS KEY			
NO.	TITLE OF EXAMPLE PROJECT (FROM SECTION F)	NO.	TITLE OF EXAMPLE PROJECT (FROM SECTION F)
1	Turnbull Creek Community Development District (CDD)	6	South Fork Community Development District (CDD)
2	Harbour Isles Community Development District (CDD)	7	Oak Creek Community Development District (CDD)
3	Diamond Hill Community Development District (CDD)	8	Fishhawk Ranch Community Development District (CDD)
4	Heritage Springs Community Development District (CDD)	9	Mira Lago Community Development District (CDD)
5	Lexington Oaks Community Development District (CDD)	10	Sterling Hill Community Development District (CDD)

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

N/A

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

31. SIGNATURE 	32. DATE 6/17/2021
33. NAME AND TITLE Luis Tellechea, PE   Vice President	

# ARCHITECT – ENGINEER QUALIFICATIONS

1. SOLICITATION NUMBER (If any)

## PART II – GENERAL QUALIFICATIONS

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


2a. FIRM (OR BRANCH OFFICE) NAME Johnson, Mirmiran & Thompson, Inc.			3. YEAR ESTABLISHED 1971	4. DUNS NUMBER 05-6278633
2b. STREET 615 Crescent Executive Court, Suite 115			5. OWNERSHIP	
2c. CITY Lake Mary			2d. STATE FL	2e. ZIP CODE 32746
6a. POINT OF CONTACT NAME AND TITLE Luis Tellechea, Office Manager			a. TYPE Corporation	
6b. TELEPHONE NUMBER 407-833-9898			6c. E-MAIL ADDRESS ltellechea@jmt.com	
8a. FORMER FIRM NAME(S) (If any) N/A			8b. YR. ESTABLISHED N/A	8c. DUNS NUMBER N/A
			b. SMALL BUSINESS STATUS No	
			7. NAME OF FIRM (If block 2a is a branch office) N/A	

a. Function Code	b. Discipline	c. No. of Employees	
		(1) FIRM	(2) BRANCH
01	Acoustical Engineers	2	
05	Archaeologist/Cultural Resources	17	
06	Architects	28	
08 / 58	CADD / Technician	96	
12	Civil / Transportation Engineers	184	4
14	Computer Programmers/GIS	92	
15	Construction Inspectors	295	13
16	Constr. Engineers/Managers	149	5
21	Electrical Engineers	17	
24	Environ. Specialists	61	1
37	Interior Designers	7	
38	Land Surveyors	40	
39	Landscape Architects	13	
42	Mechanical Engineers	28	
47	Planners	15	
52	Environmental Engineers	53	
55	Geologists/Geotechnical Engineers	5	
57	Structural Engineers	102	
60	Traffic/ITS Engineers	58	
62	Water Resources Engineers	56	1
	Other Employees	327	2
<b>Total</b>		<b>1645</b>	<b>26</b>

a. Profile Code	b. Experience	c. Revenue Index Number (see below)
H07	Highways, Streets, Parking Lots	3
I06	Irrigation; Drainage	3
S13	Storm Water Handling and Facilities	2
W02	Water Resources; Hydrology	3

a. Federal Work	6
b. Non-Federal Work	10
<b>c. Total Work</b>	<b>10</b>

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

<b>12. AUTHORIZED REPRESENTATIVE</b> The foregoing is a statement of facts.	
a. SIGNATURE 	b. DATE 6/17/2021
c. NAME AND TITLE Luis Tellechea   Vice President	





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**Request for Qualifications**

**Engineering Services for the Viera East Community  
Development District**

**June 17, 2021**

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**ALLEN  
ENGINEERING, INC.**  
**CIVIL ENGINEERS • SURVEYORS**



# ALLEN ENGINEERING, INC.

CIVIL ENGINEERS • SURVEYORS

106 Dixie Lane • Cocoa Beach, FL 32931 • Tel: 321-783-7443 • Fax: 321-783-5902 • www.AllenEng.net

June 17, 2021

Mr. Jason Showe, District Manager  
Viera East Community Development District  
Governmental Management Services, Central Florida  
219 E. Livingston St  
Orlando, FL 32801

Re: RFQ for Engineering Services for the Viera East Community Development District

Dear Mr. Showe,

Allen Engineering, Inc. appreciates this opportunity to submit our qualifications and interest in providing Civil Engineering and Land Surveying Services for the Viera East Community Development District (District). We believe that our firm has established a proven performance record and responsive attitude with all of our clients in over our 58+ years of business, and we would enjoy providing our services for you. Allen Engineering, Inc. is prepared to offer a well qualified team with years of experience providing engineering and surveying services throughout Central Florida. We offer innovative technology to expedite project delivery, provide excellent quality control, all while meeting project budgets.

Allen Engineering is committed to providing high quality professional services, and we consider this contract as an opportunity for our firm to be an active participant in providing the District with the best possible solutions to any of your Civil Engineering and Land Surveying needs. Should the District need services beyond our areas of expertise, we have a team of sub-consultants that we can draw from in order to provide MEP and structural engineering, architectural services, landscape and irrigation design, or geotechnical services. Your selection committee's consideration of awarding this contract to Allen Engineering would be greatly appreciated, and we look forward to working with your team.

Sincerely,



Michael S. Allen, President  
Allen Engineering, Inc.

# ARCHITECT-ENGINEER QUALIFICATIONS

## PART I - CONTRACT-SPECIFIC QUALIFICATIONS

### A. CONTRACT INFORMATION

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

Engineering and Surveying Services for the Viera East Community Development District | Viera, Florida

2. PUBLIC NOTICE DATE

06/03/2021

3. SOLICITATION OR PROJECT NUMBER

### B. ARCHITECT-ENGINEER POINT OF CONTACT

4. NAME AND TITLE

Michael S. Allen, P.E., President

5. NAME OF FIRM

Allen Engineering, Inc.

6. TELEPHONE NUMBER

321-783-7443

7. FAX NUMBER

321-783-5902

8. E-MAIL ADDRESS

mallen@alleneng.net

### 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	JV	PARTNER	SUBCONTRACTOR			
a.	<input checked="" type="checkbox"/>				Allen Engineering, Inc.  <input type="checkbox"/> CHECK IF BRANCH OFFICE	106 Dixie Lane Cocoa Beach, FL 32931	Project Management Civil Engineering Surveying
b.			<input checked="" type="checkbox"/>		DRMP, Inc.  <input checked="" type="checkbox"/> CHECK IF BRANCH OFFICE	4875 N. Wickham Road, Suite 104 Melbourne, FL 32940	Civil Engineering Structural Engineering
c.			<input checked="" type="checkbox"/>		TLC  <input checked="" type="checkbox"/> CHECK IF BRANCH OFFICE	7370 Cabot Court, Suite 103 Melbourne, FL 32940	Mechanical Engineering Electrical Engineering Plumbing Engineering Structural Engineering
d.			<input checked="" type="checkbox"/>		Architects RZK, Inc.  <input type="checkbox"/> CHECK IF BRANCH OFFICE	600 Florida Ave., Suite 202 Cocoa, FL 32922	Architecture
e.			<input checked="" type="checkbox"/>		SHLA, Inc.  <input type="checkbox"/> CHECK IF BRANCH OFFICE	4425 Crooked Mile Road Merritt Island, FL 32952	Landscape Architecture
f.			<input checked="" type="checkbox"/>		Universal Engineering Sciences  <input checked="" type="checkbox"/> CHECK IF BRANCH OFFICE	820 Brevard Avenue Rockledge, FL 32955	Geotechnical Services

### D. ORGANIZATIONAL CHART OF PROPOSED TEAM

(Attached)

# ALLEN ENGINEERING, INC.

Viera East Community  
Development District  
RFQ for Engineering Services

Allen Engineering, Inc.  
Prime Consultant

Michael S. Allen, P.E.  
Project Director  
Sr. Civil Engineer

Allen Engineering, Inc.  
Professional Land  
Surveying

David J. Irwin, PSM  
Robert M. Salmon, PSM  
Surveyors

Jeffrey W. Hays  
Field Supervisor

Field Crews

CAD Drafting Staff

Clerical Support Staff

Allen Engineering, Inc.  
Civil Engineering Design

Dalton J. Wainwright, E.I.  
Civil Engineer

Richard M. Belcik  
Engineer Technician

CAD Drafting

Clerical Support Staff

Subcontractors

DRMP, Inc.  
Civil/Structural  
Engineering

TLC  
MEP/Structural

Architects RZK, Inc.  
Architecture

SHLA, Inc.  
Landscape Architecture

Universal  
Geotechnical Services

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

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

12. NAME  Michael S. Allen, P.E.	13. ROLE IN THIS CONTRACT  Project Manager / Lead Civil Engineer	14. YEARS EXPERIENCE	
		a. TOTAL 33	b. WITH CURRENT FIRM 33

15. FIRM NAME AND LOCATION *(City and State)*  
Allen Engineering, Inc. - Cocoa Beach, Florida

16. EDUCATION <i>(Degree and Specialization)</i> University of Alabama - B.S. Civil Engineering	17. CURRENT PROFESSIONAL REGISTRATION <i>(State and Discipline)</i> P.E. - Florida (#45798) P.E. - Georgia (#21979) P.E. - North Carolina (#020985) P.E. - Virginia (#0402026412)
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18. OTHER PROFESSIONAL QUALIFICATIONS *(Publications, Organizations, Training, Awards, etc.)*  
American Society of Civil Engineers  
Society of American Military Engineers

**19. RELEVANT PROJECTS**

(1) TITLE AND LOCATION <i>(City and State)</i>	(2) YEAR COMPLETED	
	PROFESSIONAL SERVICES	CONSTRUCTION <i>(If applicable)</i>
Viera Elementary School Viera, FL	2018	2020
(3) BRIEF DESCRIPTION <i>(Brief scope, size, cost, etc.)</i> AND SPECIFIC ROLE <input checked="" type="checkbox"/> Check if project performed with current firm a. Lead Civil Engineer for the recently completed elementary school for Brevard Public Schools. The new school is approximately 119,000 sf and will be able to hold up to 970 students and 60 staff members. Mr. Allen designed the utilities and paving and drainage design for the project. Design also included a 1/4 mile entrance road into the property. The design standards had to meet the Brevard Public School's mandate for security. Cost: \$68,000,000		
Mims Public Library Mims, FL	2017	2019
(3) BRIEF DESCRIPTION <i>(Brief scope, size, cost, etc.)</i> AND SPECIFIC ROLE <input checked="" type="checkbox"/> Check if project performed with current firm b. Lead Civil Engineer for the construction of the Mims Library Replacement building. Services included civil engineering design and permitting services, as well as pre-design surveying services for the project. The 8,205 sf new library project includes improved traffic circulation and pedestrian accessibility at the existing site. Design efforts included coordination with Brevard County Facilities and Brevard Public Schools. Cost: \$10,000,000		
Publix Shopping Center Cocoa Beach, FL	2016	2018
(3) BRIEF DESCRIPTION <i>(Brief scope, size, cost, etc.)</i> AND SPECIFIC ROLE <input checked="" type="checkbox"/> Check if project performed with current firm c. Lead Civil Engineer for the design and permitting of the redevelopment of the existing Publix Supermarket and refurbishment of the existing strip stores in the shopping center. Design included relocation and upgrades to the water, wastewater, and drainage systems throughout the Banana River Square Shopping Center. The project also includes FDOT driveway improvements for vehicular and pedestrian safety. Cost: \$10,500,000		
Cocoa Beach Fire Station #51 Cocoa Beach, FL	2013	2016
(3) BRIEF DESCRIPTION <i>(Brief scope, size, cost, etc.)</i> AND SPECIFIC ROLE <input checked="" type="checkbox"/> Check if project performed with current firm d. Lead Civil Engineer for the approximately 23,000 square foot, three-story building and five-bay apparatus garage. The 1.70 acre site presented some challenges in order to find the space to provide the proper emergency vehicle maneuvering. Stormwater management is provided by several dry retention areas that are interconnected and discharge to the Banana River Canal System. Cost: \$4,500,000		
Cove Stormwater Analysis Port Canaveral, FL	2018	
(3) BRIEF DESCRIPTION <i>(Brief scope, size, cost, etc.)</i> AND SPECIFIC ROLE <input checked="" type="checkbox"/> Check if project performed with current firm e. Lead Civil Engineer for this ongoing project. It includes a conceptual capacity analysis for the existing Cove regional pond. Mr. Allen will then provide options to increase the regional treatment system volume by expanding the pond storage areas. He will also provide analysis for regional capacity increase by consideration of possible high level overflow wetland treatment options, and provide conceptual plan. Cost: \$2,500,000 Est.		

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

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

12. NAME  Dalton J. Wainwright, E.I.	13. ROLE IN THIS CONTRACT  Civil Engineer	14. YEARS EXPERIENCE	
		a. TOTAL 2	b. WITH CURRENT FIRM 2
15. FIRM NAME AND LOCATION <i>(City and State)</i> Allen Engineering, Inc. - Cocoa Beach, Florida			
16. EDUCATION <i>(Degree and Specialization)</i> University of Florida - B.S. Civil Engineering		17. CURRENT PROFESSIONAL REGISTRATION <i>(State and Discipline)</i> E.I. - Florida	
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. Viera Elementary School Viera, FL	2018	2020
(3) BRIEF DESCRIPTION <i>(Brief scope, size, cost, etc.)</i> AND SPECIFIC ROLE <span style="float: right;"><input checked="" type="checkbox"/> Check if project performed with current firm</span> Civil Engineer for the recently completed elementary school for Brevard Public Schools. The new school is approximately 119,000 sf and will be able to hold up to 970 students and 60 staff members. Mr. Allen designed the utilities and paving and drainage design for the project. Design also included a 1/4 mile entrance road into the property. The design standards had to meet the Brevard Public School's mandate for security. Cost: \$68,000,000		
b. The Surf Condominium Cocoa Beach, FL	2019	2021
(3) BRIEF DESCRIPTION <i>(Brief scope, size, cost, etc.)</i> AND SPECIFIC ROLE <span style="float: right;"><input checked="" type="checkbox"/> Check if project performed with current firm</span> Civil Engineer for this new condominium located in downtown Cocoa Beach. Allen Engineering is providing civil engineering and land surveying services. Engineering services have included design for stormwater, water, and wastewater, as well as a driveway connection the corresponds to FDOT requirements. Surveying services include construction staking and as-builts. Cost: \$21,000,000 Est.		
c. Cape Canaveral Multi-Generation Center Cape Canaveral, FL	2020	2021
(3) BRIEF DESCRIPTION <i>(Brief scope, size, cost, etc.)</i> AND SPECIFIC ROLE <span style="float: right;"><input checked="" type="checkbox"/> Check if project performed with current firm</span> Lead Civil Engineer for the design and permitting of the redevelopment of the existing Publix Supermarket and refurbishment of the existing strip stores in the shopping center. Design included relocation and upgrades to the water, wastewater, and drainage systems throughout the Banana River Square Shopping Center. The project also includes FDOT driveway improvements for vehicular and pedestrian safety. Cost: \$10,500,000		
d. Cocoa Beach Police Station Cocoa Beach, FL	2020	2021
(3) BRIEF DESCRIPTION <i>(Brief scope, size, cost, etc.)</i> AND SPECIFIC ROLE <span style="float: right;"><input checked="" type="checkbox"/> Check if project performed with current firm</span> Civil Engineer for the new two-story Police Department in Cocoa Beach. Design included water, sewer, paving and drainage, and permitting services were also performed. We are currently providing construction administration services, as well as design a lift station to accommodate a change in the sewer system. Construction staking and as-builts are currently being performed. Cost: \$5,000,000 Est.		
e. BRP Design and Innovation Center Palm Bay, FL	2021	
(3) BRIEF DESCRIPTION <i>(Brief scope, size, cost, etc.)</i> AND SPECIFIC ROLE <span style="float: right;"><input checked="" type="checkbox"/> Check if project performed with current firm</span> Civil Engineer for this ongoing project. It includes water, wastewater, stormwater, and paving and drainage design for a new 11,000 sf innovation and design center for BRP. Also included in this project is the design for a new 3 sided boost storage facility on site. Cost: \$6,500,000 Est.		

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

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

12. NAME  David J. Irwin, P.S.M.	13. ROLE IN THIS CONTRACT  Surveyor	14. YEARS EXPERIENCE	
		a. TOTAL 19	b. WITH CURRENT FIRM .75
15. FIRM NAME AND LOCATION <i>(City and State)</i> Allen Engineering, Inc. - Cocoa Beach, Florida			
16. EDUCATION <i>(Degree and Specialization)</i> Florida State University - B.S. Geography		17. CURRENT PROFESSIONAL REGISTRATION <i>(State and Discipline)</i> P.S.M. - Florida (#006672)	
18. OTHER PROFESSIONAL QUALIFICATIONS <i>(Publications, Organizations, Training, Awards, etc.)</i> Florida Society of Mappers and Surveyors			

**19. RELEVANT PROJECTS**

(1) TITLE AND LOCATION <i>(City and State)</i>	(2) YEAR COMPLETED	
	PROFESSIONAL SERVICES	CONSTRUCTION <i>(If applicable)</i>
a. (1) TITLE AND LOCATION <i>(City and State)</i> The Surf Condominium Cocoa Beach, FL  (3) BRIEF DESCRIPTION <i>(Brief scope, size, cost, etc.)</i> AND SPECIFIC ROLE Lead Surveyor for this new condominium located in downtown Cocoa Beach. Allen Engineering is providing civil engineering and land surveying services. Surveying services have included providing preliminary condominium documents as well as providing a FEMA certification. Construction staking is currently ongoing and final condominium documents will be provided. Cost: \$21,000,000 Est.	2019	2021
<input checked="" type="checkbox"/> Check if project performed with current firm		
b. (1) TITLE AND LOCATION <i>(City and State)</i> Doubletree by Hilton Coca Beach, FL  (3) BRIEF DESCRIPTION <i>(Brief scope, size, cost, etc.)</i> AND SPECIFIC ROLE Lead Surveyor preparing an updated boundary and partial topographic and improvement survey of the hotel so they may restore their beach profiles in order to put in dune crossovers. We re-established the boundary, located all the improvements in the survey area, and obtained ground elevations on one foot contours. Fee: \$2,500	2021	
<input checked="" type="checkbox"/> Check if project performed with current firm		
c. (1) TITLE AND LOCATION <i>(City and State)</i> Villa Sienna Condominium Satellite Beach, FL  (3) BRIEF DESCRIPTION <i>(Brief scope, size, cost, etc.)</i> AND SPECIFIC ROLE Lead Surveyor recently completed a topographic survey for this property in Satellite Beach. The owners were involved in a compliance issue with the St. John's River Water Management District and needed the survey to be done within a few days to make sure compliance was met. Fee: \$4,500	2020	
<input checked="" type="checkbox"/> Check if project performed with current firm		
d. (1) TITLE AND LOCATION <i>(City and State)</i> Base Operational Support Services Kennedy Space Center, FL  (3) BRIEF DESCRIPTION <i>(Brief scope, size, cost, etc.)</i> AND SPECIFIC ROLE Lead Surveyor on a continuing contract to support the Kennedy Space Center, responsible for managing, supervising and training personnel. He also performed deed and boundary research, as well as provided sketches and legal descriptions for leased properties. Telemetric and geodetic surveys were performed in support of NASA Space Launch Systems ground systems hardware civil engineering projects	2018	
<input type="checkbox"/> Check if project performed with current firm		
e. (1) TITLE AND LOCATION <i>(City and State)</i> Super Women's Health Center Melbourne, FL  (3) BRIEF DESCRIPTION <i>(Brief scope, size, cost, etc.)</i> AND SPECIFIC ROLE Lead Surveyor for the recently completed the construction staking and as-built surveying for a new medical center in Melbourne, Florida which included laying out all utilities, parking, and drainage. Cost: \$2,500,000	2021	
<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  Robert M. Salmon, P.S.M.	13. ROLE IN THIS CONTRACT  Surveyor	14. YEARS EXPERIENCE	
		a. TOTAL 44	b. WITH CURRENT FIRM 44

15. FIRM NAME AND LOCATION *(City and State)*  
Allen Engineering, Inc. - Cocoa Beach, Florida

16. EDUCATION <i>(Degree and Specialization)</i> Associate of Arts - Brevard Community College	17. CURRENT PROFESSIONAL REGISTRATION <i>(State and Discipline)</i> P.S.M. - Florida (#004262)
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18. OTHER PROFESSIONAL QUALIFICATIONS *(Publications, Organizations, Training, Awards, etc.)*  
Florida Society of Mappers and Surveyors

**19. RELEVANT PROJECTS**

(1) TITLE AND LOCATION <i>(City and State)</i>	(2) YEAR COMPLETED	
	PROFESSIONAL SERVICES	CONSTRUCTION <i>(If applicable)</i>
a. Jurisdictional Descriptions Patrick AFB, FL  (3) BRIEF DESCRIPTION <i>(Brief scope, size, cost, etc.)</i> AND SPECIFIC ROLE Lead Surveyor tasked to survey and write a legal description for jurisdictional boundaries of Patrick Air Force Base (PAFB). After thorough research Allen Engineering surveyed, through conventional techniques, the boundary of PAFB as well as the Florida Department of Transportation right-of-way along A1A. A legal description of the adjoining portions was written to describe the area of joint jurisdiction between local, state, and federal authorities. Fee: \$24,900	2017	<input checked="" type="checkbox"/> Check if project performed with current firm
b. Canaveral Port Authority Continuing Services Contract Port Canaveral, FL  (3) BRIEF DESCRIPTION <i>(Brief scope, size, cost, etc.)</i> AND SPECIFIC ROLE Lead Surveyor on a continuing contract for the Canaveral Port Authority providing hydrographic, boundary, geodetic control, planimetric, and topographic survey services to assist the Port Authority Engineering Department, as well as many independent contractors and tenants. Recent projects at the Port include Cruise Terminal #3, the North Roadways project, and the Cruise Terminal #8 Renovation project.	1998 - Current	<input checked="" type="checkbox"/> Check if project performed with current firm
c. Cocoa Beach Fire Station #51 Cocoa Beach, FL  (3) BRIEF DESCRIPTION <i>(Brief scope, size, cost, etc.)</i> AND SPECIFIC ROLE Lead Surveyor for the 23,000 sf three-story building. Allen Engineering provided the required site civil design, permitting, and surveying services. The 1.70 acre site presented challenges. Stormwater management is provided by several dry retention areas that are interconnected and discharge to the Banana River Canal System. Potable water, fire protection water, and sanitary sewer were designed to meet the various utility needs of the Fire Department. Cost: \$4,500,000	2013	2015 <input checked="" type="checkbox"/> Check if project performed with current firm
d. Cape Canaveral Air Force Station Survey Cape Canaveral Air Force Station, FL  (3) BRIEF DESCRIPTION <i>(Brief scope, size, cost, etc.)</i> AND SPECIFIC ROLE Lead Surveyor in providing surveying services for the entire 13,000 acre property using laser scanning technology. The survey included all aboveground facilities and infrastructure within the boundary and the information was used to create a GIS database. With the scanning technology, Allen Engineering was able to accomplish this survey in less than one year. Fee: \$1,450,000	2017	<input checked="" type="checkbox"/> Check if project performed with current firm
e. Viera Regional Park Viera, FL  (3) BRIEF DESCRIPTION <i>(Brief scope, size, cost, etc.)</i> AND SPECIFIC ROLE Lead Surveyor for a 118-acre county park containing numerous sports related amenities, such as baseball fields, soccer fields, tennis courts, basketball courts, pavilions, playgrounds, and a community center. Unique to the park is the incorporation of the "Six Mile" drainage canal into the wet detention areas for the stormwater system. Cost: \$10,000,000	2006	2006 <input checked="" type="checkbox"/> Check if project performed with current firm

<b>F. EXAMPLE PROJECTS WHICH BEST ILLUSTRATE PROPOSED TEAM'S QUALIFICATIONS FOR THIS CONTRACT</b> <i>(Present as many projects as requested by the agency, or 10 projects, if not specified. Complete one Section F for each project.)</i>		<b>20. EXAMPLE PROJECT KEY NUMBER</b> 1				
<b>21. TITLE AND LOCATION (City and State)</b> Montecito Townhomes Phase 2C & 2D, 150 Lots Satellite Beach, FL		<b>22. YEAR COMPLETED</b> <table border="1"> <tr> <td>PROFESSIONAL SERVICES</td> <td>CONSTRUCTION (if applicable)</td> </tr> <tr> <td>2015</td> <td>2019</td> </tr> </table>	PROFESSIONAL SERVICES	CONSTRUCTION (if applicable)	2015	2019
PROFESSIONAL SERVICES	CONSTRUCTION (if applicable)					
2015	2019					

**23. PROJECT OWNER'S INFORMATION**

<b>a. PROJECT OWNER</b> Montecito CDD Holdings, Inc.	<b>b. POINT OF CONTACT NAME</b> Chip Jones	<b>c. POINT OF CONTACT TELEPHONE NUMBER</b> 813-915-3499
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**24. BRIEF DESCRIPTION OF PROJECT AND RELEVANCE TO THIS CONTRACT** *(Include scope, size, and cost)*

Allen Engineering, Inc. provided both civil engineering and land surveying services on the newest additions to the Montecito community. Civil engineering services for the 150 lots included the design of the paving and drainage, including the stormwater management, as well design for the water distribution system with fire flow calculations. Allen Engineering designed the wastewater collection system for the lots as well. Permitting services and construction administration services were also performed for this project. Surveying services included preparing a certified boundary of the property for the civil design, as well as construction layout and as-built services. Allen Engineering prepared a preliminary, as well as final record plat for this project.

Cost: \$12,000,000

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

(1) FIRM NAME	(2) FIRM LOCATION (City and State)	(3) ROLE
<b>a.</b> Allen Engineering, Inc.	Cocoa Beach, Florida	Project Management Civil Engineering and Surveying Services
<b>b.</b>		
<b>c.</b>		
<b>d.</b>		
<b>e.</b>		
<b>f.</b>		



<b>F. EXAMPLE PROJECTS WHICH BEST ILLUSTRATE PROPOSED TEAM'S QUALIFICATIONS FOR THIS CONTRACT</b> <i>(Present as many projects as requested by the agency, or 10 projects, if not specified. Complete one Section F for each project.)</i>		<b>20. EXAMPLE PROJECT KEY NUMBER</b> 2
<b>21. TITLE AND LOCATION (City and State)</b> Replace Manatee Golf Course Irrigation Patrick Air Force Base, FL	<b>22. YEAR COMPLETED</b>	
	PROFESSIONAL SERVICES 2009	CONSTRUCTION <i>(If applicable)</i> 2011

**23. PROJECT OWNER'S INFORMATION**

<b>a. PROJECT OWNER</b> USAF 45th Space Wing Civil Engineering	<b>b. POINT OF CONTACT NAME</b> Jeffrey Skupien	<b>c. POINT OF CONTACT TELEPHONE NUMBER</b> 321-494-9233
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**24. BRIEF DESCRIPTION OF PROJECT AND RELEVANCE TO THIS CONTRACT** *(Include scope, size, and cost)*

Allen Engineering, Inc. teamed with Wesco Turf, Inc. to design and permit a total new replacement irrigation system for the 18-hole Manatee Cove Golf Course at Patrick AFB, Florida. The project included 24,380 linear feet of 4-inch up to 16-inch reuse water mains and over 75,000 linear feet of smaller 2 to 3-inch irrigation lines. The new Toro irrigation system required approximately 985 sprinkler heads, more than 60 Turf Guard soil sensors, a weather station, and new computer with software and radio controls for this 120 acre golf course and driving range. The new PVC reuse water mains were designed to replace the old deteriorated irrigation water pipes and increase the system efficiency and coverage of the irrigation zones. Most of the golf course is built over an old landfill, so Allen Engineering, Inc. coordinated an environmental assessment study prior to design that included over 630 hand auger borings within the sensitive areas. During the design process, Allen Engineering mapped the findings of the environmental investigation and made design modifications due to findings of obstructions or poor soil conditions at the project site. Allen Engineering and Wesco Turf developed construction cost estimates, specifications, and worked closely with the PAFB personnel. During construction our services also continued to provide review of shop drawings, answer contractor RFIs and provide a full-time civil engineer construction inspector to monitor the installation and record as-built conditions on a daily basis.

Cost: \$1,339,000

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

(1) FIRM NAME	(2) FIRM LOCATION <i>(City and State)</i>	(3) ROLE
a. Allen Engineering, Inc.	Cocoa Beach, FL	Project Manager Civil Engineering and Surveying
b.		
c.		
d.		
e.		
f.		

<b>F. EXAMPLE PROJECTS WHICH BEST ILLUSTRATE PROPOSED TEAM'S QUALIFICATIONS FOR THIS CONTRACT</b> <i>(Present as many projects as requested by the agency, or 10 projects, if not specified. Complete one Section F for each project.)</i>		<b>20. EXAMPLE PROJECT KEY NUMBER</b> 3
<b>21. TITLE AND LOCATION (City and State)</b> Viera High School Viera, FL	<b>22. YEAR COMPLETED</b>	
	<b>PROFESSIONAL SERVICES</b> 2005	<b>CONSTRUCTION (If applicable)</b> 2006

**23. PROJECT OWNER'S INFORMATION**

<b>a. PROJECT OWNER</b> Brevard Public Schools	<b>b. POINT OF CONTACT NAME</b> Susan Hann	<b>c. POINT OF CONTACT TELEPHONE NUMBER</b> 321-633-1000
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**24. BRIEF DESCRIPTION OF PROJECT AND RELEVANCE TO THIS CONTRACT** *(Include scope, size, and cost)*

This school required site civil design, permitting, and surveying services for the high school in the Brevard County school system. It was completed in the summer of 2006. This 2,523 student school is located on Stadium Parkway in Viera, Florida. It was constructed with an enhanced hurricane protection area (EHPA). Amenities on this 74 acre site include a stadium field, track, parking, driver's education course, and bus compound. Stormwater management is provided by a 20-ft deep wet detention pond that was oversized to accommodate a future middle school north of the high school site. A lift station was design to accommodate the high school and future middle school with approximately 1,000 feet of force main to connect to Judge Fran Jamieson Way. Because the lift station supported an EHPA, the station was equipped with a permanent emergency generator. The project also included crossing of a major drainage canal with both roadways and utilities. Due to time constraints for the project, Allen Engineering worked closely with The Viera Company, TVC's consultants, and Brevard County in order to meet opening day for the new high school. In addition to design services, Allen Engineering performed construction layout surveys, as-built surveys, and construction administration services to insure the successful completion of the project.

Cost: \$45,000,000

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

(1) FIRM NAME	(2) FIRM LOCATION (City and State)	(3) ROLE
a. Allen Engineering, Inc.	Cocoa Beach, Florida	Project Management Civil Engineering and Surveying Services
b.		
c.		
d.		
e.		
f.		

<b>F. EXAMPLE PROJECTS WHICH BEST ILLUSTRATE PROPOSED TEAM'S QUALIFICATIONS FOR THIS CONTRACT</b> <i>(Present as many projects as requested by the agency, or 10 projects, if not specified. Complete one Section F for each project.)</i>		<b>20. EXAMPLE PROJECT KEY NUMBER</b> <b>4</b>
<b>21. TITLE AND LOCATION (City and State)</b> Viera Regional Park Viera, FL	<b>22. YEAR COMPLETED</b>	
	PROFESSIONAL SERVICES 2005	CONSTRUCTION <i>(if applicable)</i> 2006

**23. PROJECT OWNER'S INFORMATION**

<b>a. PROJECT OWNER</b> Brevard County Parks and Recreation	<b>b. POINT OF CONTACT NAME</b> Jack Masson	<b>c. POINT OF CONTACT TELEPHONE NUMBER</b> 321-633-2046
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**24. BRIEF DESCRIPTION OF PROJECT AND RELEVANCE TO THIS CONTRACT** *(Include scope, size, and cost)*

This 118 acre county park opened in 2006 and contains numerous sports related amenities, such as 7 baseball fields, 8 soccer fields, 4 tennis courts and 2 basketball courts. It also contains multiple playgrounds, several large pavilions, a community center and an 8-foot walkway system throughout the park. Unique to this park is the incorporation of the "Six-Mile" drainage canal into the 8 acres worth of cascading, wet detention areas that make up the stormwater management system for the park. Allen Engineering, Inc. provided site civil design, permitting, and surveying services. A new lift station at the park site was designed as well as over 6,000 feet of waterline to reach all areas of the park. Allen Engineering attended the pump station start-up and submitted the permit clearances for operation of the new lift station. Allen Engineering performed construction layout surveys, construction inspections, and submitted the necessary final permit certifications for acceptance of the utilities for the new park. This project was a CMAR.

Cost: \$10,000,000

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

(1) FIRM NAME	(2) FIRM LOCATION <i>(City and State)</i>	(3) ROLE
a. Allen Engineering, Inc.	Cocoa Beach, Florida	Project Management Civil Engineering and Surveying Services
b.		
c.		
d.		
e.		
f.		

<b>F. EXAMPLE PROJECTS WHICH BEST ILLUSTRATE PROPOSED TEAM'S QUALIFICATIONS FOR THIS CONTRACT</b> <i>(Present as many projects as requested by the agency, or 10 projects, if not specified. Complete one Section F for each project.)</i>		20. EXAMPLE PROJECT KEY NUMBER 5
21. TITLE AND LOCATION <i>(City and State)</i> Greens at Viera East Condominium Viera, FL	22. YEAR COMPLETED	
	PROFESSIONAL SERVICES 1997	CONSTRUCTION <i>(if applicable)</i> 1998

**23. PROJECT OWNER'S INFORMATION**

a. PROJECT OWNER I.S. Viera Associates Limited Partners	b. POINT OF CONTACT NAME Angus Rogers	c. POINT OF CONTACT TELEPHONE NUMBER 561-622-1640
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24. BRIEF DESCRIPTION OF PROJECT AND RELEVANCE TO THIS CONTRACT *(Include scope, size, and cost)*

The Greens at Viera East consisted of thirteen, 2-story condominium buildings containing 208 residential units. The amenities for the project included garage parking, a covered mail area, a guard house, a club house with swimming pool, and a maintenance shed. Allen Engineering was responsible for the design and permitting of the water system, sanitary sewer system, paving/drainage, and stormwater management. The stormwater management system consists of multiple wet detention ponds and dry retention areas. The outfall for the Greens stormwater management system is to the Viera East CDD's wet detention ponds and irrigation pond on the south side of the golf course. In addition to the design and permitting of The Greens, Allen Engineering was also required plat the project in accordance with Brevard County standards. Related scope performed by Allen Engineering included construction staking, as-built surveys, and construction administration.

Cost: \$11,000,000

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

(1) FIRM NAME	(2) FIRM LOCATION <i>(City and State)</i>	(3) ROLE
a. Allen Engineering, Inc.	Cocoa Beach, Florida	Project Management Civil Engineering and Surveying Services
b.		
c.		
d.		
e.		
f.		

<b>F. EXAMPLE PROJECTS WHICH BEST ILLUSTRATE PROPOSED TEAM'S QUALIFICATIONS FOR THIS CONTRACT</b> <i>(Present as many projects as requested by the agency, or 10 projects, if not specified. Complete one Section F for each project.)</i>		<b>20. EXAMPLE PROJECT KEY NUMBER</b>  6				
<b>21. TITLE AND LOCATION (City and State)</b> Cruise Terminal #1 and Parking Garage Port Canaveral, FL		<b>22. YEAR COMPLETED</b> <table border="1"> <tr> <td>PROFESSIONAL SERVICES</td> <td>CONSTRUCTION (if applicable)</td> </tr> <tr> <td>2013</td> <td>2014</td> </tr> </table>	PROFESSIONAL SERVICES	CONSTRUCTION (if applicable)	2013	2014
PROFESSIONAL SERVICES	CONSTRUCTION (if applicable)					
2013	2014					

**23. PROJECT OWNER'S INFORMATION**

<b>a. PROJECT OWNER</b> Canaveral Port Authority	<b>b. POINT OF CONTACT NAME</b> Bill Crowe, P.E.	<b>c. POINT OF CONTACT TELEPHONE NUMBER</b> 321-783-7831
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**24. BRIEF DESCRIPTION OF PROJECT AND RELEVANCE TO THIS CONTRACT (Include scope, size, and cost)**

Allen Engineering was involved with this Canaveral Port Authority's endeavor. This design build project was open for operation in December 2014. Meeting the federal requirements of Custom Border Patrol and Homeland Security, the 187,500 square-foot Cruise Terminal is the first major terminal to be built on the south side of the channel and will allow passengers and crew to walk to nearby dining and entertainment options for the first time. This new terminal, covering around 30 acres, is designed to accommodate today's largest ships, which hold over 6,000 passengers and close to 3,000 crew members. A three-story parking garage, containing over 1000 parking spaces and was constructed in concert with the cruise terminal on the same site. Allen Engineering provided the construction staking, utility locates and easement descriptions, and was the Civil Engineer of record for this entire project, including design for parking, stormwater, water, and wastewater.

Cost: \$65,000,000

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

(1) FIRM NAME	(2) FIRM LOCATION (City and State)	(3) ROLE
a. Allen Engineering, Inc.	Cocoa Beach, Florida	Project Management Civil Engineering and Surveying Services
b.		
c.		
d.		
e.		
f.		

**G. KEY PERSONNEL PARTICIPATION IN EXAMPLE PROJECTS**

26. NAMES OF KEY PERSONNEL (From Section E, Block 12)	27. ROLE IN THIS CONTRACT (From Section E, Block 13)	28. EXAMPLE PROJECTS LISTED IN SECTION F (Fill in "Example Projects Key" section below before completing table. Place "X" under project key number for participation in same or similar role.)									
		1	2	3	4	5	6	7	8	9	10
Michael S. Allen, P.E.	Project Manager/Sr. Civil Engineer	X	X	X	X	X	X				
Dalton J. Waiwright, E.I.	Civil Engineer										
David J. Irwin, P.S.M.	Surveyor										
Robert M. Salmon, P.S.M.	Surveyor	X	X	X	X	X	X				

**29. EXAMPLE PROJECTS KEY**

NUMBER	TITLE OF EXAMPLE PROJECT (From Section F)	NUMBER	TITLE OF EXAMPLE PROJECT (From Section F)
1	Montecito Townhomes Phase 2C & 2D, 150 Lots	6	Cruise Terminal #1 and Parking Garage - CPA
2	Replace Manatee Golf Course Irrigation, PAFB	7	
3	Viera High School - Viera, FL	8	
4	Viera Regional Park - Viera, FL	9	
5	Greens at Viera East Condominium - Viera, FL	10	

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**H. ADDITIONAL INFORMATION**

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

Allen Engineering has been in business since 1963. Our history has been marked by stability, and we specialize in site planning, civil engineering, design, permitting and professional land surveying. We are a registered Corporation in Florida and Georgia, and have individual professional licenses in Florida, Georgia, North Carolina, South Carolina, and Virginia.

Allen Engineering has specialized training in site planning, permitting, utility infrastructure, earthwork, roadways and parking, stormwater management, and construction management. In our 58+ years of business, we have gained tremendous experience in the development of over 150 hotels, resorts, and condominiums, many of them being oceanfront properties. We have also helped build and retrofit over 85 public schools in our local area public school system. Our extensive background and knowledge allows us to expedite the review process and avoid timely permitting delays.

Additionally, Allen Engineering has completed surveying services on thousands of individual surveying projects including boundary, topographic, hydrographic, legal descriptions, easements, right-of-ways, construction layout, and as-built certifications. We are proud of the fact that our registered surveyor, along with party chiefs and many crew personnel, have over twenty years' experience with the firm and can offer extensive knowledge and experience.

Allen Engineering, Inc. has a well-established relationship with the many of the municipalities in Brevard County as well as the governmental agencies at the Canaveral Port Authority, the School Board of Brevard County, Kennedy Space Center, Cape Canaveral Air Force Station, and Patrick Air Force Base. This enables us to provide accurate and reliable information on local utility resources and to work closely with local authorities in resolving issues and planning for future growth. Our firm is also very familiar with Brevard County, the City of Titusville, the City of Cocoa Beach, the City of Cocoa, the Florida Department of Transportation, the Florida Department of Environmental Protection, the Army Corps of Engineers and other regulatory agencies having jurisdiction in the Owner's development property.

Allen Engineering's experience with general and site development contractors allows us to anticipate the capabilities of various contractors and the methods of project delivery that will be an advantage to the Owner. Our experience with thousands of survey's and site development projects in the Space Coast region is an excellent resource in contractor's capabilities, construction cost estimating and project scheduling.

Allen Engineering has been a family owned business providing our services within Brevard County from Titusville to Palm bay since our inception. We are a small business which utilizes a team approach to our projects, which reduces delays and improves customer service. Our employees all live within Brevard County and feel a sense of satisfaction providing our services to grow our local communities, which has always been our goal. We feel by living and working locally, we have our community's best interests in mind whether it's providing engineering design, site plan review, surveying, or any other services required. By being local, our firm has the ability to meet with your staff more readily and with little to no notice to assist with a variety of issues that may arise during the contract.

We are proud of our continuing contracts with agencies that span decades, including Engineering and Surveying services for Brevard Public Schools for over 30 years, Engineering and Surveying services for the Canaveral Port Authority for over 20 years, and Surveying services for the City of Cocoa Beach for over 10 years. We have also had a continuing contract with the City of Cape Canaveral for both Engineering and Surveying services for the the past 10 years as well.

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**I. AUTHORIZED REPRESENTATIVE**

*The foregoing is a statement of facts.*

31. SIGNATURE

**Michael J. Madonna Jr.**

Digitally signed by Michael J. Madonna Jr.  
DN: cn=Michael J. Madonna Jr., o=Allen Engineering, Inc., ou, email=mimadonna@alleneng.net, c=US  
Date: 2021.06.17 09:17:50 -04'00'

32. DATE

6/17/2021

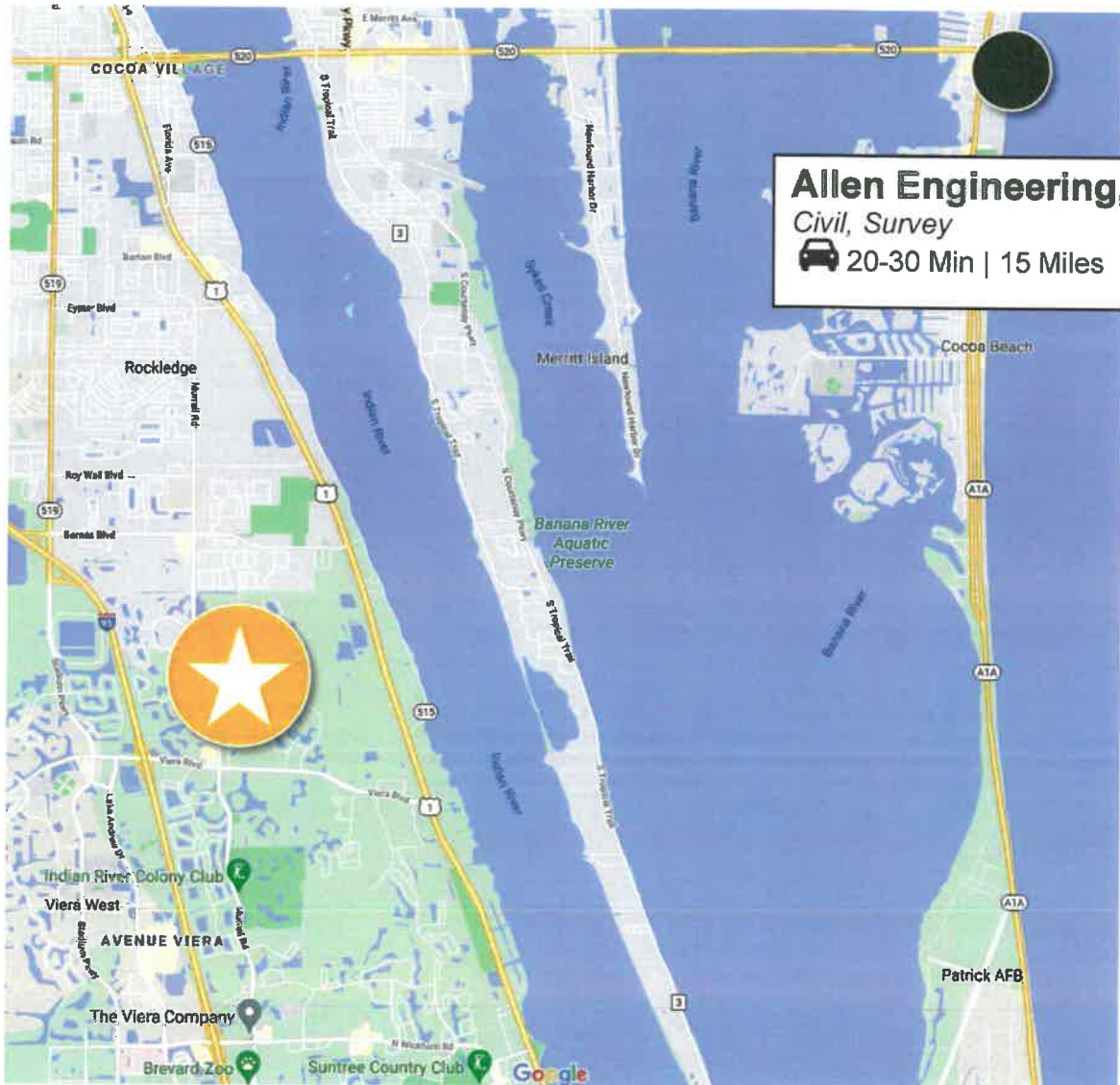
33. NAME AND TITLE

Michael J. Madonna Jr. - Vice President

# ALLEN ENGINEERING, INC.

## Factor 3: Geographic Location

Allen Engineering has been based in Brevard County since its founding in 1963. We are a short 20-30 minute drive to the Viera East properties and would be able to provide a quick response to our Client on site for any matters.





# ALLEN ENGINEERING, INC.

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## **Factor 4: Willingness to Meet Time and Budget Requirements**

For over 58 years, Allen Engineering and our team of professionals have provided world class engineering service to multiple clients here in Brevard County. Regardless of size, we treat every client and every task order with the same focus on a quality product, on time, and within budget.

### **Approach to Quality and Cost**

Quality Control occurs within each design phase and at every design submittal and includes roughly 10% to 15% of the design cost resources. In addition to the Quality Control Manager, the key individuals of the design team for each project are assigned to quality control. The ability to bid and construct a project are part of the design matrix and the quality control program's three steps. First, our team's designers have experience to use systems that control costs and identify where options may be available to upgrade, or downgrade, system components. Afterwards, our key design personnel identify what phasing may be available to provide additive alternatives to bidding to reduce or postpone costs, where relevant. Then, our team uses standard parts, systems, and equipment to coordinate with the users' spare parts/replacement and maintenance programs.

### **Project scheduling**

- The approach for each project consists of the following elements:
- Developing the conceptual plan;
- Providing site investigations and surveys to support construction;
- Evaluating funds and availability of resources;
- Documenting the design scope;
- Preparing and reviewing preliminary plans;
- Prioritizing construction phases;
- Developing construction plans, specifications, and bid documents;
- Administering and managing construction; and
- Preparing for future construction phases.

The Design Team will meet with the project managers and stakeholders from the Viera East Community Development District (District) and other appropriate stakeholders to discuss conceptual ideas, available and future funding and resources, and schedule. Conceptual plans will be developed within the rough order of magnitude (ROM) budget. Preliminary plans may also be developed to identify and prioritize the design approach. Throughout each project, the Design Team will review and discuss plan progress. This includes budget, design systems, and design schedule to assure the best available outcome for the project. The design submittals will include alternatives to adjust for cost, value, and scope. The design plans will be sent to the District two weeks prior to design review meetings, or sooner as desired, so that reviewing personnel have the opportunity to provide written comments about the submittal.

# ALLEN ENGINEERING, INC.

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The bid process will include options as determined during the design process to assure construction can occur within budgetary constraints, including contingency. This will be defined during the pre-bid conferences. Any addendums will be prepared and distributed in accordance with the District requirements. Allen Engineering has extensive Construction Engineering Inspection capabilities and safety issues are always of primary importance. The Contractor's progress will be monitored at weekly/monthly field meetings and required to submit a Safety Plan to the Project Engineer at the preconstruction conference. The Contractor will submit a project schedule and update it monthly with the payment application process. The Project Engineer will monitor this schedule and request adjustment of work requirements. RFIs will be logged by the Project Engineer. The Project Engineer will assure all final construction certifications, resolution of items on the Substantial Completion Punch List, and As-Built certifications are completed prior to final project acceptance.

## **Project Team Management**

Allen Engineering has experience managing multi-disciplined contracts and overseeing team members and subcontractors on design and design-build projects, ensuring the owner's project requirements and scope of work are well-communicated and strictly adhered to. The company's management identifies and addresses potential design issues with subcontractors before arising or becoming unmanageable to resolve. Furthermore, Allen Engineering ensures all design packages are integrated with uniform look, layout, and organization, resulting in less review time spent understanding designs by the District project managers and reviewers representing project stakeholders and facility or site users.

# ALLEN ENGINEERING, INC.

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## **Factor 5: Certified Minority Business Enterprise**

Allen Engineering, Inc. is a self-certified small business but is not a certified minority business enterprise.

# ALLEN ENGINEERING, INC.

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## **FACTOR 6: Recent, Current and Projected Workloads**

The Allen Engineering Team brings licensed professionals to not only tackle the toughest engineering challenges, but do so with the utmost focus on quality, schedule, and cost.

### **Current workload vs capacity**

Allen Engineering's typical project load demands sufficient staff to meet all requested quality and required deadlines with little or no forewarning. We have the personnel and equipment to meet the Viera East Community Development District's criteria.

Additionally, no continuing services contracts or other task order type projects with other clients exist that would conflict with or diminish our abilities to perform the services under this RFQ. With over 58 years in business locally, we have seen market cycles fluctuate greatly, requiring proactive staffing demands and project management challenges. Therefore, we are confident that we can meet the workload demands under this contract.

Our team is eager to get to work on Viera East priorities. As such, our staff is posturing to be ready on day one to accept and excel in assigned work. The below table illustrates our dedicated staff and their availability now and by July 1, 2021.

Employee	Role	Current Workload	July 1, 2021 Workload
Michael S. Allen, PE	PM / Civil Engr.	60%	60%
Dalton J. Wainwright, E.I.	Civil Engineer	60%	60%
Richard M. Belcik	Engineer Tech	60%	60%
David J. Irwin, PSM	Surveyor	40%	55%
Robert M. Salmon, PSM	Surveyor	30%	30%

### **Multiple Task Orders**

As noted in the table above, the Allen Engineering team has licensed professionals, ample support staff, and workload capacity to accomplish multiple, large task orders simultaneously.

# ALLEN ENGINEERING, INC.

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## **Factor 7: Volume of Work Previously Awarded by District**

In the past, Allen Engineering, Inc. has worked on numerous projects in Viera East and the surrounding areas. We have work with The Viera Company, multiple contractors, and multiple consultants, but we have never directly received work from the Community Development District.

# ALLEN ENGINEERING, INC.

## Licenses


Ron DeSantis, Governor



STATE OF FLORIDA


BOARD OF PROFESSIONAL ENGINEERS

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




**ALLEN, MICHAELS**  
106 DIXIE LANE  
COCOA BEACH FL 32931

LICENSE NUMBER: PE45798  
EXPIRATION DATE: FEBRUARY 28, 2023  
Always verify licenses online at [MyFloridaLicense.com](http://MyFloridaLicense.com)



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

License No.: LB266  
Expiration Date February 28, 2023

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

ALLEN ENGINEERING, INC  
106 DIXIE LN  
COCOA BEACH, FL 32931-3598

*Nicole Fried*  
NICOLE "NIKKI" FRIED  
COMMISSIONER OF AGRICULTURE

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

# ALLEN ENGINEERING, INC.



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

License No.: **LS6672**  
Expiration Date February 28, 2023

## Professional Surveyor and Mapper License

Under the provisions of Chapter 472, Florida Statutes

**DAVID J IRWIN**  
4060 LAKEMONT RD  
MELBOURNE, FL 32934-7724

*Nicole Fried*

NICOLE "NIKKI" FRIED  
COMMISSIONER OF AGRICULTURE

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



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

License No.: **LS4262**  
Expiration Date February 28, 2023

## Professional Surveyor and Mapper License

Under the provisions of Chapter 472, Florida Statutes

**ROBERT M SALMON**  
106 DIXIE LN  
COCOA BEACH, FL 32931-3542

*Nicole Fried*

NICOLE "NIKKI" FRIED  
COMMISSIONER OF AGRICULTURE

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

# ARCHITECT-ENGINEER QUALIFICATIONS

1. SOLICITATION NUMBER (if any)

## PART II - GENERAL QUALIFICATIONS

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

2a. FIRM (or Branch Office) NAME Allen Engineering, Inc.			3. YEAR ESTABLISHED 1963	4. UNIQUE ENTITY IDENTIFIER 064816226
2b. STREET 106 Dixie Lane			5. OWNERSHIP	
2c. CITY Cocoa Beach			2d. STATE FL	2e. ZIP CODE 32931
6a. POINT OF CONTACT NAME AND TITLE Michael S. Allen, President			a. TYPE Corporation	
6b. TELEPHONE NUMBER 321-783-7443			6c. E-MAIL ADDRESS mallen@alleneng.net	
8a. FORMER FIRM NAME(S) (if any) J.M. Allen Engineering, Inc. Allen & Hudson, Inc.			8b. YEAR ESTABLISHED 1963	8c. UNIQUE ENTITY IDENTIFIER N/A
			b. SMALL BUSINESS STATUS NAICS-541330 & 541370	
			7. NAME OF FIRM (if Block 2a is a Branch Office) N/A	

### 9. EMPLOYEES BY DISCIPLINE

### 10. PROFILE OF FIRM'S EXPERIENCE AND ANNUAL AVERAGE REVENUE FOR LAST 5 YEARS

a. Function Code	b. Discipline	c. Number of Employees		a. Profile Code	b. Experience	c. Revenue Index Number (see below)
		(1) FIRM	(2) BRANCH			
02	Administrative	2		C10	Commercial Building	2
08	CADD Technician	3		C11	Community Facilities	1
12	Civil Engineer	3		C16	Construction Surveying	2
38	Land Surveyor	2		D04	Design-Build	2
48	Project Manager	1		E02	Educational Facilities	2
				E10	Environmental Mapping	2
				H07	Highways, Streets, Parking	2
				H09	Hospital & Medical	1
				H11	Housing & Condominiums	2
				L02	Land Surveying	2
				M05	Military Design Standards	2
				P06	Planning; Site & Project	2
				R04	Recreation Facilities	2
				S04	Sewage Collection & Disposal	2
				S20	Surveying; Platting & Mapping	2
				S13	Stormwater Facilities	2
				T04	Topographic Surveying	2
				W03	Water Supply-Distribution	2
				Z01	Zoning Land Use Studies	1
	Other Employees	3				
	<b>Total</b>	<b>14</b>				

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

### PROFESSIONAL SERVICES REVENUE INDEX NUMBER

a. Federal Work	4
b. Non-Federal Work	4
c. Total Work	5

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

### 12. AUTHORIZED REPRESENTATIVE

The foregoing is a statement of facts.

a. SIGNATURE Michael J. Madonna Jr.	b. DATE 06/17/2021
c. NAME AND TITLE Michael J. Madonna Jr. - Vice President	

Digitally signed by Michael J. Madonna Jr.  
DN: cn=Michael J. Madonna Jr., ou=Allen Engineering, Inc., ou=allenengnet@alleneng.net, c=US  
Date: 2021.06.18 15:26:41 -0400



# REQUEST FOR QUALIFICATIONS, VIERA EAST CDD

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Prepared For:

## ***VIERA EAST COMMUNITY DEVELOPMENT DISTRICT***

Date Prepared:  
**June 15, 2021**

Prepared by:



***ROBB & TAYLOR***  
***Engineering Solutions, Inc.***



**ROBB & TAYLOR**  
**Engineering Solutions, Inc.**

June 15, 2021

Viera East Community Development District  
Attn. Jason Showe  
219 E. Livingston Street  
Orlando, FL 32801

Mr. Showe

**Robb & Taylor Engineering Solutions, Inc** is pleased to provide Viera East Community Development District with our qualifications to provide professional engineering services. Robb & Taylor Engineering focuses is on Client service with an emphasis on quality, budget and schedule. Our firm have 27 years of experience in the following disciplines of Civil Engineering:

1. Commercial and Industrial Land Development
2. Residential Land Development
3. Site Feasibility Analysis
4. Conceptual Design Planning
5. Environmental Permitting
6. Roadway Design
7. Potable Water and Sewer design
8. Stormwater Management
9. Construction Inspection
10. Owner Representation During Construction
11. Interior Build-Out Services

We look forward to the possibility of working with the District.

Sincerely,  
**Robb & Taylor Engineering Solutions, Inc.**

*Robert F. Robb*

Robert F. Robb, P.E.  
President

# ARCHITECT-ENGINEER QUALIFICATIONS

OMB Control Number: 9000-0157  
Expiration Date: 2/29/2024

Paperwork Reduction Act Statement - This information collection meets the requirements of 44 USC § 3507, as amended by section 2 of the Paperwork Reduction Act of 1995. You do not need to answer these questions unless we display a valid Office of Management and Budget (OMB) control number. The OMB control number for this collection is 9000-0157. We estimate that it will take 29 hours (25 hours for part 1 and 4 hours for Part 2) to read the instructions, gather the facts, and answer the questions. Send only comments relating to our time estimate, including suggestions for reducing this burden, or any other aspects of this collection of information to: U.S. General Services Administration, Regulatory Secretariat Division (M1V1CB), 1800 F Street, NW, Washington, DC 20405.

## PURPOSE

Federal agencies use this form to obtain information from architect-engineer (A-E) firms about their professional qualifications. Federal agencies select firms for A-E contracts on the basis of professional qualifications as required by 40 U.S.C. chapter 11, Selection of Architects Engineers, and Part 36 of the Federal Acquisition Regulation (FAR).

The Selection of Architects and Engineers statute requires the public announcement of requirements for A-E services (with some exceptions provided by other statutes), and the selection of at least three of the most highly qualified firms based on demonstrated competence and professional qualifications according to specific criteria published in the announcement. The Act then requires the negotiation of a contract at a fair and reasonable price starting first with the most highly qualified firm.

The information used to evaluate firms is from this form and other sources, including performance evaluations, any additional data requested by the agency, and interviews with the most highly qualified firms and their references.

## GENERAL INSTRUCTIONS

Part I presents the qualifications for a specific contract.

Part II presents the general qualifications of a firm or a specific branch office of a firm. Part II has two uses:

1. An A-E firm may submit Part II to the appropriate central, regional or local office of each Federal agency to be kept on file. A public announcement is not required for certain contracts, and agencies may use Part II as a basis for selecting at least three of the most highly qualified firms for discussions prior to requesting submission of Part I. Firms are encouraged to update Part II on file with agency offices, as appropriate, according to FAR Part 36. If a firm has branch offices, submit a separate Part II for each branch office seeking work.

2. Prepare a separate Part II for each firm that will be part of the team proposed for a specific contract and submitted with Part I. If a firm has branch offices, submit a separate Part II for each branch office that has a key role on the team.

## INDIVIDUAL AGENCY INSTRUCTIONS

Individual agencies may supplement these instructions. For example, they may limit the number of projects or number of pages submitted in Part I in response to a public announcement for a particular project. Carefully comply with any agency instructions when preparing and submitting this form. Be as concise as possible and provide only the information requested by the agency.

## DEFINITIONS

**Architect-Engineer Services:** Defined in FAR 2.101.

**Branch Office:** A geographically distinct place of business or subsidiary office of a firm that has a key role on the team.

**Discipline:** Primary technical capabilities of key personnel, as evidenced by academic degree, professional registration, certification, and/or extensive experience.

**Firm:** Defined in FAR 36.102.

**Key Personnel:** Individuals who will have major contract responsibilities and/or provide unusual or unique expertise.

## SPECIFIC INSTRUCTIONS

### Part I - Contract-Specific Qualifications

#### Section A. Contract Information.

1. Title and Location. Enter the title and location of the contract for which this form is being submitted, exactly as shown in the public announcement or agency request.

2. Public Notice Date. Enter the posted date of the agency's notice on the Federal Business Opportunity website (FedBizOpps), other form of public announcement or agency request for this contract.

3. Solicitation or Project Number. Enter the agency's solicitation number and/or project number, if applicable, exactly as shown in the public announcement or agency request for this contract.

#### Section B. Architect-Engineer Point of Contact.

4-8. Name, Title, Name of Firm, Telephone Number, Fax (Facsimile) Number and E-mail (Electronic Mail) Address. Provide information for a representative of the prime contractor or joint venture that the agency can contact for additional information.

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**Section C. Proposed Team.**

**9-11. Firm Name, Address, and Role in This Contract.**

Provide the contractual relationship, name, full mailing address, and a brief description of the role of each firm that will be involved in performance of this contract. List the prime contractor or joint venture partners first. If a firm has branch offices, indicate each individual branch office that will have a key role on the team. The named subcontractors and outside associates or consultants must be used, and any change must be approved by the contracting officer. (See FAR Part 52 Clause "Subcontractors and Outside Associates and Consultants (Architect-Engineer Services)"). Attach an additional sheet in the same format as Section C if needed.

**Section D. Organizational Chart of Proposed Team.**

As an attachment after Section C, present an organizational chart of the proposed team showing the names and roles of all key personnel listed in Section E and the firm they are associated with as listed in Section C.

**Section E. Resumes of Key Personnel Proposed for this Contract.**

Complete this section for each key person who will participate in this contract. Group by firm, with personnel of the prime contractor or joint venture partner firms first. The following blocks must be completed for each resume:

12. Name. Self-explanatory.

13. Role in this contract. Self-explanatory.

14. Years Experience. Total years of relevant experience (block 14a), and years of relevant experience with current firm, but not necessarily the same branch office (block 14b).

15. Firm Name and Location. Name, city and state of the firm where the person currently works, which must correspond with one of the firms (or branch office of a firm, if appropriate) listed in Section C.

16. Education. Provide information on the highest relevant academic degree(s) received. Indicate the area(s) of specialization for each degree.

17. Current Professional Registration. Provide information on current relevant professional registration(s) in a State or possession of the United States, Puerto Rico, or the District of Columbia according to FAR Part 36.

18. Other Professional Qualifications. Provide information on any other professional qualifications relating to this contract, such as education, professional registration, publications, organizational memberships, certifications, training, awards, and foreign language capabilities.

19. Relevant Projects. Provide information on up to five projects in which the person had a significant role that demonstrates the person's capability relevant to her/his proposed role in this contract. These projects do not necessarily have to be any of the projects presented in Section F for the project team if the person was not involved in any of those projects or the person worked on other projects that were more relevant than the team projects in Section F. Use the check box provided to indicate if the project was performed with any office of the current firm. If any of the professional services or construction projects are not complete, leave Year Completed blank and indicate the status in Brief Description and Specific Role (block (3)).

**Section F. Example Projects Which Best Illustrate Proposed Team's Qualifications for this Contract.**

Select projects where multiple team members worked together, if possible, that demonstrate the team's capability to perform work similar to that required for this contract. Complete one Section F for each project. Present ten projects, unless otherwise specified by the agency. Complete the following blocks for each project:

20. Example Project Key Number. Start with "1" for the first project and number consecutively.

21. Title and Location. Title and location of project or contract. For an indefinite delivery contract, the location is the geographic scope of the contract.

22. Year Completed. Enter the year completed of the professional services (such as planning, engineering study, design, or surveying), and/or the year completed of construction, if applicable. If any of the professional services or the construction projects are not complete, leave Year Completed blank and indicate the status in Brief Description of Project and Relevance to this Contract (block 24).

23a. Project Owner. Project owner or user, such as a government agency or installation, an institution, a corporation or private individual.

23b. Point of Contact Name. Provide name of a person associated with the project owner or the organization which contracted for the professional services, who is very familiar with the project and the firm's (or firms') performance.

23c. Point of Contact Telephone Number. Self-explanatory.

24. Brief Description of Project and Relevance to this Contract. Indicate scope, size, cost, principal elements and special features of the project. Discuss the relevance of the example project to this contract. Enter any other information requested by the agency for each example project.

25. Firms from Section C Involved with this Project. Indicate which firms (or branch offices, if appropriate) on the project team were involved in the example project, and their roles. List in the same order as Section C.

**Section G. Key Personnel Participation in Example Projects.**

This matrix is intended to graphically depict which key personnel identified in Section E worked on the example projects listed in Section F. Complete the following blocks (see example below).

26. and 27. Names of Key Personnel and Role in this Contract. List the names of the key personnel and their proposed roles in this contract in the same order as they appear in Section E.

28. Example Projects Listed in Section F. In the column under each project key number (see block 29) and for each key person, place an "X" under the project key number for participation in the same or similar role.

29. Example Projects Key. List the key numbers and titles of the example projects in the same order as they appear in Section F.

**Section H. Additional Information.**

30. Use this section to provide additional information specifically requested by the agency or to address selection criteria that are not covered by the information provided in Sections A-G.

**Section I. Authorized Representative.**

31. and 32. Signature of Authorized Representative and Date. An authorized representative of a joint venture or the prime contractor must sign and date the completed form. Signing attests that the information provided is current and factual, and that all firms on the proposed team agree to work on the project. Joint ventures selected for negotiations must make available a statement of participation by a principal of each member of the joint venture.

33. Name and Title. Self-explanatory.

**SAMPLE ENTRIES FOR SECTION G (MATRIX)**

26. NAMES OF KEY PERSONNEL (From Section E, Block 12)	27. ROLE IN THIS CONTRACT (From Section E, Block 13)	28. EXAMPLE PROJECTS LISTED IN SECTION F (Fill in "Example Projects Key" section below first, before completing table. Place "X" under project key number for participation in same or similar role.)									
		1	2	3	4	5	6	7	8	9	10
Jane A. Smith	Chief Architect	X		X							
Joseph B. Williams	Chief Mechanical Engineer	X	X	X	X						
Tara C. Donovan	Chief Electrical Engineer	X	X		X						

**29. EXAMPLE PROJECTS KEY**

NUMBER	TITLE OF EXAMPLE PROJECT (From Section F)	NUMBER	TITLE OF EXAMPLE PROJECT (From Section F)
1	Federal Courthouse, Denver, CO	6	XYZ Corporation Headquarters, Boston, MA
2	Justin J. Wilson Federal Building, Baton Rouge, LA	7	Founder's Museum, Newport, RI

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## Part II - General Qualifications

See the "General Instructions" on page 1 for firms with branch offices. Prepare Part II for the specific branch office seeking work if the firm has branch offices.

1. Solicitation Number. If Part II is submitted for a specific contract, insert the agency's solicitation number and/or project number, if applicable, exactly as shown in the public announcement or agency request.

2a-2e. Firm (or Branch Office) Name and Address. Self-explanatory.

3. Year Established. Enter the year the firm (or branch office, if appropriate) was established under the current name.

4. Unique Entity Identifier. Insert the unique entity identifier issued by the entity designated at SAM. See FAR part 4.6.

5. Ownership.

a. Type. Enter the type of ownership or legal structure of the firm (sole proprietor, partnership, corporation, joint venture, etc.).

b. Small Business Status. Refer to the North American Industry Classification System (NAICS) code in the public announcement, and indicate if the firm is a small business according to the current size standard for that NAICS code (for example, Engineering Services (part of NAICS 541330), Architectural Services (NAICS 541310), Surveying and Mapping Services (NAICS 541370)). The small business categories and the internet website for the NAICS codes appear in FAR part 19. Contact the requesting agency for any questions. Contact your local U.S. Small Business Administration office for any questions regarding Business Status.

6a-6c. Point of Contact. Provide this information for a representative of the firm that the agency can contact for additional information. The representative must be empowered to speak on contractual and policy matters.

7. Name of Firm. Enter the name of the firm if Part II is prepared for a branch office.

8a-8c. Former Firm Names. Indicate any other previous names for the firm (or branch office) during the last six years. Insert the year that this corporate name change was effective and the associated unique entity identifier. This information is used to review past performance on Federal contracts.

9. Employees by Discipline. Use the relevant disciplines and associated function codes shown at the end of these instructions and list in the same numerical order. After the listed disciplines, write in any additional disciplines and leave the function code blank. List no more than 20 disciplines. Group remaining employees under "Other Employees" in column b. Each person can be counted only once according to his/her primary function. If Part II is prepared for a firm (including all branch offices), enter the number of employees by disciplines in column c(1). If Part II is prepared for a branch office, enter the number of employees by discipline in column c(2) and for the firm in column c(1).

10. Profile of Firm's Experience and Annual Average Revenue for Last 5 Years. Complete this block for the firm or branch office for which this Part II is prepared. Enter the experience categories which most accurately reflect the firm's technical capabilities and project experience. Use the relevant experience categories and associated profile codes shown at the end of these instructions, and list in the same numerical order. After the listed experience categories, write in any unlisted relevant project experience categories and leave the profile codes blank. For each type of experience, enter the appropriate revenue index number to reflect the professional services revenues received annually (averaged over the last 5 years) by the firm or branch office for performing that type of work. A particular project may be identified with one experience category or it may be broken into components, as best reflects the capabilities and types of work performed by the firm. However, do not double count the revenues received on a particular project.

11. Annual Average Professional Services Revenues of Firm for Last 3 Years. Complete this block for the firm or branch office for which this Part II is prepared. Enter the appropriate revenue index numbers to reflect the professional services revenues received annually (averaged over the last 3 years) by the firm or branch office. Indicate Federal work (performed directly for the Federal Government, either as the prime contractor or subcontractor), non-Federal work (all other domestic and foreign work, including Federally-assisted projects), and the total. If the firm has been in existence for less than 3 years, see the definition for "Annual Receipts" under FAR 19.101.

12. Authorized Representative. An authorized representative of the firm or branch office must sign and date the completed form. Signing attests that the information provided is current and factual. Provide the name and title of the authorized representative who signed the form.

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List of Disciplines (*Function Codes*)

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<b>Code</b>	<b>Description</b>	<b>Code</b>	<b>Description</b>
01	Acoustical Engineer	32	Hydraulic Engineer
02	Administrative	33	Hydrographic Surveyor
03	Aerial Photographer	34	Hydrologist
04	Aeronautical Engineer	35	Industrial Engineer
05	Archeologist	36	Industrial Hygienist
06	Architect	37	Interior Designer
07	Biologist	38	Land Surveyor
08	CADD Technician	39	Landscape Architect
09	Cartographer	40	Materials Engineer
10	Chemical Engineer	41	Materials Handling Engineer
11	Chemist	42	Mechanical Engineer
12	Civil Engineer	43	Mining Engineer
13	Communications Engineer	44	Oceanographer
14	Computer Programmer	45	Photo Interpreter
15	Construction Inspector	46	Photogrammetrist
16	Construction Manager	47	Planner: Urban/Regional
17	Corrosion Engineer	48	Project Manager
18	Cost Engineer/Estimator	49	Remote Sensing Specialist
19	Ecologist	50	Risk Assessor
20	Economist	51	Safety/Occupational Health Engineer
21	Electrical Engineer	52	Sanitary Engineer
22	Electronics Engineer	53	Scheduler
23	Environmental Engineer	54	Security Specialist
24	Environmental Scientist	55	Soils Engineer
25	Fire Protection Engineer	56	Specifications Writer
26	Forensic Engineer	57	Structural Engineer
27	Foundation/Geotechnical Engineer	58	Technician/Analyst
28	Geodetic Surveyor	59	Toxicologist
29	Geographic Information System Specialist	60	Transportation Engineer
30	Geologist	61	Value Engineer
31	Health Facility Planner	62	Water Resources Engineer

List of Experience Categories (*Profile Codes*)

Code	Description	Code	Description
A01	Acoustics, Noise Abatement	E01	Ecological & Archeological Investigations
A02	Aerial Photography; Airborne Data and Imagery Collection and Analysis	E02	Educational Facilities; Classrooms
A03	Agricultural Development; Grain Storage; Farm Mechanization	E03	Electrical Studies and Design
A04	Air Pollution Control	E04	Electronics
A05	Airports; Nav aids; Airport Lighting; Aircraft Fueling	E05	Elevators; Escalators; People-Movers
A06	Airports; Terminals and Hangars; Freight Handling	E06	Embassies and Chanceries
A07	Arctic Facilities	E07	Energy Conservation; New Energy Sources
A08	Animal Facilities	E08	Engineering Economics
A09	Anti-Terrorism/Force Protection	E09	Environmental Impact Studies, Assessments or Statements
A10	Asbestos Abatement	E10	Environmental and Natural Resource Mapping
A11	Auditoriums & Theaters	E11	Environmental Planning
A12	Automation; Controls; Instrumentation	E12	Environmental Remediation
B01	Barracks; Dormitories	E13	Environmental Testing and Analysis
B02	Bridges	F01	Fallout Shelters; Blast-Resistant Design
C01	Cartography	F02	Field Houses; Gyms; Stadiums
C02	Cemeteries ( <i>Planning &amp; Relocation</i> )	F03	Fire Protection
C03	Charting: Nautical and Aeronautical	F04	Fisheries; Fish ladders
C04	Chemical Processing & Storage	F05	Forensic Engineering
C05	Child Care/Development Facilities	F06	Forestry & Forest products
C06	Churches; Chapels	G01	Garages; Vehicle Maintenance Facilities; Parking Decks
C07	Coastal Engineering	G02	Gas Systems (Propane; Natural, Etc.)
C08	Codes; Standards; Ordinances	G03	Geodetic Surveying: Ground and Air-borne
C09	Cold Storage; Refrigeration and Fast Freeze	G04	Geographic Information System Services: Development, Analysis, and Data Collection
C10	Commercial Building ( <i>low rise</i> ); Shopping Centers	G05	Geospatial Data Conversion: Scanning, Digitizing, Compilation, Attributing, Scribing, Drafting
C11	Community Facilities	G06	Graphic Design
C12	Communications Systems; TV; Microwave	H01	Harbors; Jetties; Piers, Ship Terminal Facilities
C13	Computer Facilities; Computer Service	H02	Hazardous Materials Handling and Storage
C14	Conservation and Resource Management	H03	Hazardous, Toxic, Radioactive Waste Remediation
C15	Construction Management	H04	Heating; Ventilating; Air Conditioning
C16	Construction Surveying	H05	Health Systems Planning
C17	Corrosion Control; Cathodic Protection; Electrolysis	H06	Highrise; Air-Rights-Type Buildings
C18	Cost Estimating; Cost Engineering and Analysis; Parametric Costing; Forecasting	H07	Highways; Streets; Airfield Paving; Parking Lots
C19	Cryogenic Facilities	H08	Historical Preservation
D01	Dams ( <i>Concrete; Arch</i> )	H09	Hospital & Medical Facilities
D02	Dams ( <i>Earth; Rock</i> ); Dikes; Levees	H10	Hotels; Motels
D03	Desalinization ( <i>Process &amp; Facilities</i> )	H11	Housing ( <i>Residential, Multi-Family; Apartments; Condominiums</i> )
D04	Design-Build - Preparation of Requests for Proposals	H12	Hydraulics & Pneumatics
D05	Digital Elevation and Terrain Model Development	H13	Hydrographic Surveying
D06	Digital Orthophotography		
D07	Dining Halls; Clubs; Restaurants		
D08	Dredging Studies and Design		



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List of Experience Categories (*Profile Codes continued*)

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Code	Description	Code	Description
I01	Industrial Buildings; Manufacturing Plants	P09	Product, Machine Equipment Design
I02	Industrial Processes; Quality Control	P10	Pneumatic Structures, Air-Support Buildings
I03	Industrial Waste Treatment	P11	Postal Facilities
I04	Intelligent Transportation Systems	P12	Power Generation, Transmission, Distribution
I05	Interior Design; Space Planning	P13	Public Safety Facilities
I06	Irrigation; Drainage	R01	Radar; Sonar; Radio & Radar Telescopes
J01	Judicial and Courtroom Facilities	R02	Radio Frequency Systems & Shieldings
L01	Laboratories; Medical Research Facilities	R03	Railroad; Rapid Transit
L02	Land Surveying	R04	Recreation Facilities (Parks, Marinas, Etc.)
L03	Landscape Architecture	R05	Refrigeration Plants/Systems
L04	Libraries; Museums; Galleries	R06	Rehabilitation (Buildings; Structures; Facilities)
L05	Lighting (Interior; Display; Theater, Etc.)	R07	Remote Sensing
L06	Lighting (Exteriors; Streets; Memorials; Athletic Fields, Etc.)	R08	Research Facilities
M01	Mapping Location/Addressing Systems	R09	Resources Recovery; Recycling
M02	Materials Handling Systems; Conveyors; Sorters	R10	Risk Analysis
M03	Metallurgy	R11	Rivers; Canals; Waterways; Flood Control
M04	Microclimatology; Tropical Engineering	R12	Roofing
M05	Military Design Standards	S01	Safety Engineering; Accident Studies; OSHA Studies
M06	Mining & Mineralogy	S02	Security Systems; Intruder & Smoke Detection
M07	Missile Facilities (Silos; Fuels; Transport)	S03	Seismic Designs & Studies
M08	Modular Systems Design; Pre-Fabricated Structures or Components	S04	Sewage Collection, Treatment and Disposal
N01	Naval Architecture; Off-Shore Platforms	S05	Soils & Geologic Studies; Foundations
N02	Navigation Structures; Locks	S06	Solar Energy Utilization
N03	Nuclear Facilities; Nuclear Shielding	S07	Solid Wastes; Incineration; Landfill
O01	Office Buildings; Industrial Parks	S08	Special Environments; Clean Rooms, Etc.
O02	Oceanographic Engineering	S09	Structural Design; Special Structures
O03	Ordnance; Munitions; Special Weapons	S10	Surveying; Platting; Mapping; Flood Plain Studies
P01	Petroleum Exploration; Refining	S11	Sustainable Design
P02	Petroleum and Fuel (Storage and Distribution)	S12	Swimming Pools
P03	Photogrammetry	S13	Storm Water Handling & Facilities
P04	Pipelines (Cross-Country - Liquid & Gas)	T01	Telephone Systems ( <i>Rural; Mobile; Intercom, Etc.</i> )
P05	Planning (Community, Regional, Areawide and State)	T02	Testing & Inspection Services
P06	Planning (Site, Installation, and Project)	T03	Traffic & Transportation Engineering
P07	Plumbing & Piping Design	T04	Topographic Surveying and Mapping
P08	Prisons & Correctional Facilities	T05	Towers ( <i>Self-Supporting &amp; Guyed Systems</i> )
		T06	Tunnels & Subways

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List of Experience Categories (*Profile Codes continued*)

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<b>Code</b>	<b>Description</b>
U01	Unexploded Ordnance Remediation
U02	Urban Renewals; Community Development
U03	Utilities (Gas and Steam)
V01	Value Analysis; Life-Cycle Costing
W01	Warehouses & Depots
W02	Water Resources; Hydrology; Ground Water
W03	Water Supply; Treatment and Distribution
W04	Wind Tunnels; Research/Testing Facilities Design
Z01	Zoning; Land Use Studies

# ARCHITECT-ENGINEER QUALIFICATIONS

## PART I - CONTRACT-SPECIFIC QUALIFICATIONS

### A. CONTRACT INFORMATION

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

Request for Qualifications for Engineering Services for the Viera East Community Development District

2. PUBLIC NOTICE DATE

06/17/2021

3. SOLICITATION OR PROJECT NUMBER

n/a

### B. ARCHITECT-ENGINEER POINT OF CONTACT

4. NAME AND TITLE

Robert F Robb, PE President

5. NAME OF FIRM

Robb & Taylor Engineering Solutions, Inc.

6. TELEPHONE NUMBER

321-302-2313

7. FAX NUMBER

8. E-MAIL ADDRESS

r-engineering@cfl.rr.com

### C. PROPOSED TEAM

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

(Check)	(Check)			9. FIRM NAME	10. ADDRESS	11. ROLE IN THIS CONTRACT
	PRIME	JV PARTNER	SUBCONTRACTOR			
a.	✓			Robb & Taylor Engineering Solutions, Inc.  <input type="checkbox"/> CHECK IF BRANCH OFFICE	4685 Hidden Lakes Pl Melbourne, FL 32934	Prime Consultant - Engineer will provided design/consultation services
b.				<input type="checkbox"/> CHECK IF BRANCH OFFICE		
c.				<input type="checkbox"/> CHECK IF BRANCH OFFICE		
d.				<input type="checkbox"/> CHECK IF BRANCH OFFICE		
e.				<input type="checkbox"/> CHECK IF BRANCH OFFICE		
f.				<input type="checkbox"/> CHECK IF BRANCH OFFICE		

### D. ORGANIZATIONAL CHART OF PROPOSED TEAM

(Attached)

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

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

12. NAME <b>Robert F Robb, PE</b>	13. ROLE IN THIS CONTRACT <b>Project Manager</b>	14. YEARS EXPERIENCE	
		a. TOTAL 27 yrs	b. WITH CURRENT FIRM 13 yrs
15. FIRM NAME AND LOCATION <i>(City and State)</i> <b>Robb &amp; Taylor Engineering Solutions, Inc.</b>			
16. EDUCATION <i>(Degree and Specialization)</i> <b>B.S Civil Engineering, Florida State University</b>		17. CURRENT PROFESSIONAL REGISTRATION <i>(State and Discipline)</i> <b>PE # 55645 , Licensed in Fla, Civil Engineering</b>	
18. OTHER PROFESSIONAL QUALIFICATIONS <i>(Publications, Organizations, Training, Awards, etc.)</i> <b>NPDES Certification, ADA Compliance Training</b>			

**19. RELEVANT PROJECTS**

(1) TITLE AND LOCATION <i>(City and State)</i>	(2) YEAR COMPLETED	
	PROFESSIONAL SERVICES	CONSTRUCTION <i>(If applicable)</i>
<b>Viera East CDD Crane Creek Park, Dog Park</b> (3) BRIEF DESCRIPTION <i>(Brief scope, size, cost, etc.)</i> AND SPECIFIC ROLE a. Assist the CDD and the CDD contractor with preparation of overall site plan and permitting through Brevard County Land Delvelopment. R&T Engineering provided engineering design services to prepare site plans necessary to obtain a site plan approval.	2021	current
<input checked="" type="checkbox"/> Check if project performed with current firm		
<b>Pieloch Muscle Car Museum, Sarno Road Melbourne</b> (3) BRIEF DESCRIPTION <i>(Brief scope, size, cost, etc.)</i> AND SPECIFIC ROLE b. R&T Engineering provided civil engineering design and permitting for the construction of the museum on the 42 acre site. The scope included design, public hearings for Zoning Board and City Council, Melbourne Planning and Engineering reviews and approval, FDOT driveway and drainage permitting, FDEP permitting as well as SJRWMD permitting. R&T Engineering also provided construction inspection services . Civil cost estimate 1.2 million	2015	2016
<input checked="" type="checkbox"/> Check if project performed with current firm		
<b>West Melbourne Interchange Center, NW corner of Palm Bay Road and Hollywood Blvd.</b> (3) BRIEF DESCRIPTION <i>(Brief scope, size, cost, etc.)</i> AND SPECIFIC ROLE c. The project is a 32 acres shopping center. R&T Engineering was the Engineer of Record and provided master planning for the overall development and utilities. The project included signal design coordination, on-site roadway, stormwater and utility design. Upon completion of the master plan improvements, R&T Engineering provided design, permitting, and construction services for LA Fitness, Hooters, Einstein Bagel, and in-line strip center. The total cost \$2.2 million	2012	current
<input checked="" type="checkbox"/> Check if project performed with current firm		
<b>Heartland Dental, Murrell Road and Viera Blvd.</b> (3) BRIEF DESCRIPTION <i>(Brief scope, size, cost, etc.)</i> AND SPECIFIC ROLE d. R&T Engineering provided engineering, design and construction services to Benchmark Group (owner) for the construction of the dental facility located on an out parcel within the Viera Village Center shopping plaza. The civil cost was estimated at \$280k	2018	2019
<input checked="" type="checkbox"/> Check if project performed with current firm		
<b>Melbourne Square Mall M-1 Canal Culvert Replacement</b> (3) BRIEF DESCRIPTION <i>(Brief scope, size, cost, etc.)</i> AND SPECIFIC ROLE e. The box culvert located under the rear access road (Gateway Drive) to the Melbourne Square Mall failed during a hurricane of 2017. R&T Engineering provided engineering design and permitting services to update and replace the culverts. R&T also provided engineering inspection services for the reconstruction of the road and culvert. Construction cost \$700k	2017	2018
<input type="checkbox"/> Check if project performed with current firm		

<b>F. EXAMPLE PROJECTS WHICH BEST ILLUSTRATE PROPOSED TEAM'S QUALIFICATIONS FOR THIS CONTRACT</b> <i>(Present as many projects as requested by the agency, or 10 projects, if not specified. Complete one Section F for each project.)</i>		20. EXAMPLE PROJECT KEY NUMBER <b>1 -10</b>
21. TITLE AND LOCATION <i>(City and State)</i> <b>Benchmark Group, Melbourne, Indian River County, Hillsborough County, Brevard County, Viera, Lady Lake, and Crestview ,Florida</b>	22. YEAR COMPLETED	
	PROFESSIONAL SERVICES <b>2010-2021</b>	CONSTRUCTION <i>(If applicable)</i> <b>on-going</b>

**23. PROJECT OWNER'S INFORMATION**

a. PROJECT OWNER <b>Benchmark Group</b>	b. POINT OF CONTACT NAME <b>Mark Dellebovi</b>	c. POINT OF CONTACT TELEPHONE NUMBER <b>716-833-4986</b>
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24. BRIEF DESCRIPTION OF PROJECT AND RELEVANCE TO THIS CONTRACT *(Include scope, size, and cost)*

Robb & Taylor Engineering is a small civil engineering firm located in Melbourne Florida. Our focus is to provide consulting services to a select group of clients that desire a higher quality of personalized service. The Benchmark Group is an example of the services we provide to clients. Benchmark Group is a development / property management company located in Buffalo, New York. Robb & Taylor Engineering has served Benchmark Group since 2010. We represent the client during conceptual planning stage, municipal/public meetings and project coordination, engineering design services, sub-consultant management, services during construction, and assists as a consultant during the property management phase. Essentially, Robb & Taylor Engineering, Inc. represents Benchmark in all facets of the development process in the State of Florida.

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

(1) FIRM NAME	(2) FIRM LOCATION <i>(City and State)</i>	(3) ROLE
<b>a. Robb &amp; Taylor Engineering Solutions, Inc.</b>	<b>Melbourne, Florida</b>	<b>Prime Consultant, Engineer Project Manager</b>
<b>b.</b>		
<b>c.</b>		
<b>d.</b>		
<b>e.</b>		
<b>f.</b>		



H. ADDITIONAL INFORMATION

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

1. Robb & Taylor Engineering is licensed in the state as well as locally.
  2. Robb & Taylor Engineering is authorized to do business in the State of Florida.
  3. Form 330 has been completed.
- 
- a. Robert Robb, PE has 27 years of engineering experience in the State of Florida. He has been a resident of Brevard County since 1998 and has provided engineering services to a full range of engineering project within all of the surrounding municipalities and state agencies
  - b. Robb & Taylor is not a minority business.
  - c. As mentioned, Robb and Taylor Engineering strives to provide a higher quality of engineering consulting services. Schedule and budget is an integral component of this higher standard we have set for ourself.
  - d. Robb & Taylor Engineering has completed numerous project within Brevard County. Mr. Robb has relationships with staff and senior level positions at Brevard County. Mr. Robb's latest experience with the Viera CDD was to provide expedited services for the new dog park. Our firm was contacted after construction had started and Brevard County issued a stop work on the project. Our firm contacted County Land Development to work through the issues. We prepared existing conditions exhibits for the park and prepared a site plan of the proposed dog park and children's play area improvements and submitted the documents to the County for review. All work was completed at no cost to the CDD.
  - e. Robb and Taylor Engineering office is located just minutes of of the I-95 / Eau Gallie exit in Melbourne.
  - f. As mentioned previously, Robb & Taylor strives to provide a higher standard of service. We maintain manageable work loads to maintain a high level of service.
  - g. As mentioned above, Robb and Taylor assisted and expedited work on the CDD dog park.
  - f. Most firms have a marketing team that will handle the firms presentation to clients. Once contracts these firms assign, junior level engineers and designers to handle and run projects. Robb & Taylor Engineering stands above other firms because the individual who presents our abilities is also the person that will perform all aspects of services for the client. The Viera CDD will benefit from Robert Robb's 27 years of expertise on all tasks requested by the District.

I. AUTHORIZED REPRESENTATIVE

*The foregoing is a statement of facts.*

31. SIGNATURE



32. DATE

6/14/21

33. NAME AND TITLE

Robert Robb, President





**2020 - 2021**

**BREVARD COUNTY BUSINESS TAX  
NOTICE / RENEWAL**

ACCOUNT NO.  
**885033259**

THE PERSON(S), OR ENTITY BELOW:



6 22  
18 9118  
ROBB & TAYLOR ENGINEERING SOLUTIONS INC  
4685 HIDDEN LAKES PL  
MELBOURNE FL 32934-7749



LOCATION:  
4685 HIDDEN LAKES PL  
CITY OF MELBOURNE, FL 32934

OWNED BY:  
ROBB & TAYLOR ENGINEERING SOLUTIONS INC

BUSINESS CLASSIFICATIONS, DISCLAIMERS, AND RELATED FEES:

Y 460150 ENGINEER  
470160 CONSULTING SERVICE  
820005 RECEIPT AMT

**SUBMIT COPY OF  
PROFESSIONAL  
LICENSE WITH  
RENEWAL**

Make check payable to:

BREVARD COUNTY TAX COLLECTOR  
**INSTRUCTIONS ON REVERSE SIDE**

LISA CULLEN, CFC  
Brevard County Tax Collector  
P O Box 2500  
Titusville, Florida 32781-2500  
(321) 264-6969 or (321) 633-2199

**SAVE TIME RENEW ONLINE  
WWW.BREVARDTX.COM**



Receipt Fee	\$ 37.00
Hazardous Waste Fee	\$ 0.00
Prior Year(s) Due	\$ 0.00

IF THERE ARE CHANGES NEEDED, PLEASE CALL FOR FURTHER INSTRUCTIONS.  
IF THERE ARE NO CHANGES, DETACH AND RETURN BOTTOM PORTION WITH PAYMENT.



**BELOW IS YOUR LOCAL BUSINESS TAX RECEIPT**  
**PLEASE DETACH AND CONSPICUOUSLY DISPLAY TO PUBLIC VIEW**

**\* \* \* NOTICE \* \* \***

**THIS RECEIPT MUST BE RENEWED BY**  
**9/30/2021**

Renewal AFTER 09/30/2021 will result in  
late fees of up to 25% of this annual cost.

**This receipt does not warrant the receipt holder is competent to perform in the business,  
but that the holder has paid the required tax and provided the necessary documentation for this business.**

City of Melbourne

**Local Business Tax Receipt**  
**FY 2021**

BTR-03987-2020

**Classification:**  
Engineer

**Business:** ROBB & TAYLOR ENGINEERING SOLUTIONS  
**Location:** 4685 HIDDEN LAKES PL, Melbourne, FL 32934

**Comments / Restrictions:**  
PROFESSIONAL CIVIL ENGINEERING PE55645

  
Finance Director

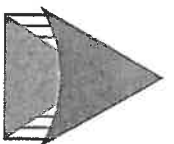
Exp Date: 09/30/2021

Valid only where all state and local regulated trade licenses/competency cards are in effect for the current fiscal year as required by law.





Ron DeSantis, Governor



**FBPE**  
FLORIDA BOARD OF  
PROFESSIONAL ENGINEERS

## STATE OF FLORIDA

### BOARD OF PROFESSIONAL ENGINEERS

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

**ROBB, ROBERT F**

4685 HIDDEN LAKES PLACE  
MELBOURNE FL 32934

LICENSE NUMBER: PE55645

EXPIRATION DATE: FEBRUARY 28, 2023

Always verify licenses online at [MyFloridaLicense.com](http://MyFloridaLicense.com)

Do not alter this document in any form.

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



# SECTION B

# SECTION 1



## Viera East Community Development District Request for Proposals (RFP)

### Viera East Restaurant

Viera East Community Development District (CDD) is soliciting proposals to operate a restaurant and provide catering services at the CDD's Golf Course Clubhouse in Rockledge, Florida.

Proposals must be received no later than 3:00 pm on Friday, August 20, 2021. Proposals shall be addressed to:

Jason Showe, District Manager  
Viera East CDD  
219 E. Livingston St.  
Orlando, FL 32801

Interested parties should submit a completed response that can be transmitted via electronic mail to the CDD Board of Supervisors. Proposals can be hand-delivered, mailed or sent via electronic mail to [jshowe@gmscfl.com](mailto:jshowe@gmscfl.com) but must be received by 3:00 p.m. on Friday, August 20, 2021.

All questions and inquiries regarding the RFP should be submitted via electronic mail to [jshowe@gmscfl.com](mailto:jshowe@gmscfl.com) and received no later than 5 p.m. on Monday, August 9, 2021. All questions and answers will be provided to all proposers who pick up an RFP package. The questions and answers, when posted, become part of the RFP. Proposers are responsible to keep informed of questions and answers.

The objective of this RFP is to enter into either a management agreement or a lease agreement to provide full-service bar and restaurant operations at the Viera East CDD Golf Course Clubhouse.<sup>1</sup>

#### **Meeting and Tour of the Facilities**

All prospective proposers can tour the Clubhouse restaurant and facilities with an appointment made in advance by calling or e-mailing Tim Melloh at 321-639-6500 or [tmelloh@vieraeastcdd.com](mailto:tmelloh@vieraeastcdd.com). All tours must be scheduled prior to the question deadline.

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<sup>1</sup> The terms of any management and/or lease agreement shall be subject to CDD counsel review and approval.

## **Introduction**

Viera East CDD is set on the East Coast of Central Florida. It is located just off Interstate 95 in Rockledge, Florida. The CDD operates recreational facilities including an 18-hole championship golf course and an onsite restaurant, which provides full-service bar and dining opportunities.

## **BACKGROUND AND PURPOSE:**

The golf course and restaurant are an integral part of the Viera East lifestyle. The restaurant is enjoyed by both community residents and non-community individuals and groups; however, CDD golfers and residents are the target market. CDD Board of Supervisors is seeking an operator/lessee that will also assist with expanding lifestyle amenities through events at the restaurant.

## **RESTAURANT:**

The restaurant space is approximately 1,781 sq. ft. and is located in the Viera East Golf Clubhouse. The restaurant seats 104 guests. Customers can gain access to the restaurant through the main entrance of the Clubhouse at 2300 Clubhouse Dr, Viera Florida 32955.



Parking is available immediately adjacent to the Clubhouse in the south for vehicles.

## **Operating Parameters: Limits and Conditions, Utility Systems and Services**

The restaurant is served by separate propane gas for kitchen equipment. The restaurant operator will be responsible for the cost of the propane. The restaurant operator is required to maintain and pay for a pest control program for the entire restaurant facility. The restaurant operator is also responsible for grease collection and removal. CDD would expect operator to pay for all utility costs associated with restaurant operation.

The restaurant operator will be responsible for coordination of routine cleaning and maintenance of all restaurant space (indoor and outdoor dining areas), catered events, and for all restaurant and catering equipment; the appearance of the dining room must be maintained to a first-class standard.

Professional contracts are required to provide preventative maintenance on all kitchen and bar equipment. The operator/lessee will also be responsible for managing the point-of-sale system. New point of sale equipment may be supplied by CDD.

### **Restaurant Equipment**

Viera East CDD owns all furniture, fixtures, and equipment necessary to operate the restaurant, including but not limited to tables, chairs, commercial ovens, prep stations and dishwashers. CDD also owns dishes, serving ware and glassware. The kitchen is equipped with commercial equipment, including a walk-in cooler/freezer and multiple cooking appliances. A complete inventory is available upon request. CDD owns and maintains a point-of-sale system including several terminals and printers. All of this is available to the restaurant operator. CDD will provide a roving food and beverage cart, at a cost to be negotiated in the contract. Lessee will provide on course food and beverage service with the roving cart seven days a week during the summer rate period for the hours of 9:00 A.M. to 1:00 P.M. and for the winter rate period (excluding Thanksgiving/Christmas Day and days of golf course closure), for the hours of 9:00 A.M. to 3:00 P.M. Hours of operation may change with prior approval of CDD.

### **Alcoholic Beverages**

Viera East CDD will permit the service of alcoholic beverages only in support of, and subordinate to, the operation of a restaurant and catering events. Alcoholic beverages may be served by the restaurant and bar and through cart sales on the golf course. Serving alcoholic beverages at all locations will be subject to the lessee obtaining appropriate permits and insurance.

### **Type of Food & Hours of Operation**

A casual, yet high-quality, full-service restaurant and bar satisfying the Viera population is required. Breakfast, lunch, dinner and Sunday brunch are all desirable services. Restaurant offerings should include both a set menu and weekly specials. Hours of operation are at minimum 10:30 AM through 8 PM (extended to 9 PM during peak season and/or community events), seven days per week, except on Thanksgiving and Christmas Day. Different hours of operations may be considered by the CDD, if alternatives are provided clearly in the response with rationale for such hours. Any changes to hours of operation after the beginning of the lease or contract, will occur with written approval from the CDD Board of Supervisors or their designee.

No private events shall be scheduled, without prior written consent of the CDD Board of Supervisors or their designee. Minimum 2-weekly events combined with golf course open and advertised to the public – (Examples: dine and nine, specials of food/drinks combined with course events). Minimum 2 monthly (weekly preferred) events that occur in evening hours open to the public – (examples; Trivia, beverage



tastings, bingo, karaoke, bridge or Texas Hold 'Em). Restaurant will also serve customers not participating in these events during the events.

Restaurant and staff should have a professional attitude and appearance and be skilled in tactfully resolving resident and guest concerns.

The restaurant operator/lessee shall coordinate with the district on special events as needed by the CDD for restaurant market prices/fees.

The restaurant operator/lessee should also be prepared to provide food delivery services. Grab and Go options available for morning and afternoon sales. Restaurant food coolers and warmers will be provided by CDD, but maintained by lessee.

### **Operations and Maintenance**

The operator shall operate and maintain the restaurant in compliance with all relevant federal, state, and local codes, rules and regulations.

### **Additional Considerations**

Outdoor patio dining is encouraged and food and beverage service shall extend to this area. The outdoor area can accommodate outdoor entertainment and special events subject to reasonable limitations. Although the outdoor patio is managed and scheduled by restaurant staff, that patio can be reserved by residents and is not for the exclusive use of restaurant operations.

Lessee will coordinate marketing efforts with the District Community Lifestyle Coordinator in a timely manner and will work together to support golf course/CDD District events.

No private events during business hours without CDD prior written consent. All restaurant events will be open to and marketed to the entire CDD District.

Lessee will provide monthly financial statements to CDD.

Lease will annual renewal, which will require a security deposit upon contract execution.

Restaurant décor will be of a golf nature, with CDD Board to choose and supply color scheme/flooring for the interior.

Necessary renovations may be completed by CDD prior to the start of lease to the extent possible. Larger improvements (bar renovations, cooler/heater installation) may be completed during the lease, trying to minimize business interruption. Business interruption payment to the Lessee during this time is negotiable.

Should CDD lifestyle amenities/operations be expanded in the future (i.e. community putting greens, Top Golf type activities), operation/lease terms may be subject to negotiation to reflect increase in available patrons at restaurant.

Operator/Lessee shall have a professional manager or combination of management staff to manage and conduct day-to-day operations on the Premises. A manager shall be present at the Premises during all times the Operator/Lessee is open for business.

Expected Insurance Requirements:

- Commercial General - \$1,000,000 per occurrence and \$2,000,000 general aggregate
- Excess Liability - \$2,000,000 per occurrence
- Property Insurance – Minimum 80% of full replacement value of all restaurant furnishings, and equipment.
- Workers Comp and Employee Liability – Cover all employees of LESSEE to state requirements
- Liquor Liability/Dram Shop Insurance – to same levels as those under Commercial

**RFP RESPONSE ELEMENTS:**

The response for the RFP should include the following information:

- ❖ Identify whether a lease (payment from vendor to CDD) or management option is desired and provide and requirements or preferred terms for such option. If another operating alternative is desired, please provide details with specific terms and provisions for operations discussed.
- ❖ A detailed business plan describing the concept planned for the restaurant and catering, including:
  - A resume that details professional food and beverage service-related experience, accomplishments and education for the principal(s) or manager(s). If not integrated as part of the resume, an attachment should be added that includes background and experience hiring, training, coaching and managing food service personnel.
  - Articulate and respond to three challenges inherent in operating a restaurant within an golf course community and how these challenges can be met and overcome.
  - A proposed menu for the restaurant including detailed descriptions, portions or serving sizes and prices.
  - How bar service and alcoholic beverages will be integrated into the restaurant operation. Note if the applicant possesses a current liquor license, that can or will be transferred.
  - Proposed staffing for the restaurant dining room, bar, kitchen, golf course cart sales, and special events.
  - Proposed personnel policy that includes alcohol/drugs, appearance and conduct guidelines.
  - Proposed strategy for hiring and training new personnel, include background check information/experience.

- A proposed twelve (12) month budget, including all fees paid to the CDD for use of the facility.
- Names, address and telephone numbers of at least three (3) references of individuals with direct knowledge of the experience of the proposer's involvement in restaurant and catering management and operation. One reference must be the proposer's principal banking organization and one of the references must be the proposer's principal food supplier.
- The restaurant is expected to be available for occupancy approximately October 1, 2021. Please include an estimated opening date (please note all dates are for communication purposes only and are subject to change).

**Evaluation Criteria:**

Regardless of the proposed operating arrangement, the Board of Supervisors will use the following criteria in the evaluation process:

**Primary Evaluation Criteria:**

- Fit with the community.
- Related experience and successful track record of owner/operator.
- Quality of concept for menus and bar service.
- Ability to lead a team of employees.
- Knowledge of food service industry standards and strategies.
- References.
- Payments to the CDD.

**Additional Criteria:**

- Other factors deemed relevant by Viera East CDD Board of Supervisors.

Selection will be made on the basis of the Primary Evaluation Criteria outlined above, as well as any additional criteria deemed relevant by the Board . **Viera East CDD has the right to reject any and all proposals, and/or to request additional information from any or all proposers.**

In selecting the operator/lessee, the Viera East CDD will consider all of the information provided by the respondents to the RFP as well as reference checks and other information derived from any investigation that the Viera East CDD may perform, including, but not limited to, background checks and credit checks.

A Management Agreement, Lease Agreement or other contractual arrangement will be negotiated with the prospective operator selected by the Board. The agreement, and its terms, are subject to approval by the CDD's attorney, which terms may include the certain provisions required due to the financing/tax issues specific to the CDD.

**Additional Information:**

**The Board of Supervisors will meet Thursday, August 26, 2021 at 7 pm to review and discuss responses at a public meeting. Those who submit a proposal should plan to attend the meeting and interact with the Board of Supervisors.**

*All dates and schedules are subject to change. Viera East CDD reserves the right to reject any and all proposals, to waive irregularities and to award that proposal which is deemed to be in the best interest of the Viera East CDD. Additionally, the Viera East CDD also reserves the right to extend any and all timelines and timeframes but not to exceed forty-five (45) days.*

# SECTION C

**From:** Jason Showe [mailto:jshowe@gmscfl.com]  
**Subject:** Fwd: VECDD- Bonus Program for Employees  
**Date:** June 16, 2021 at 2:31 PM  
**To:** Rob Dale [mailto:rob.dale@state.fl.us], Steve Colasinski [mailto:scolasinski@yahoo.com], Pete Carnesale [mailto:peter.carnesale@state.fl.us], David Bedwell [mailto:bedwell@b.williams.com], Paul McCarthy [mailto:paulmccarthy@state.fl.us]  
**Cc:** Lauren Vanderveer [mailto:lvanderveer@gmscfl.com]



Dear Board Members,

For background for discussions at the next meeting, see some information from Counsel regarding the requirements for a bonus program. Let me know if you have any questions.

PLEASE DO NOT REPLY TO ALL

PLEASE NOTE NEW ADDRESS BELOW

Jason Showe  
District Manager  
Governmental Management Services, Central Florida  
219 E. Livingston St  
Orlando, FL 32801  
407-841-5524 X 105 - Office  
407-839-1526 - Fax  
407-470-8825 - Cell  
jshowe@gmscfl.com

Under Florida law, e-mail addresses are public records. If you do not want your e-mail address released in response to a public records request, do not send electronic mail to this entity. Instead, contact this office by phone or in writing.

History.—s. 1, ch. 2006-232.

Begin forwarded message:

**From:** "Scott A. Glass" <sglass@shutts.com>  
**Subject:** RE: VECDD- Bonus Program for Employees  
**Date:** June 16, 2021 at 12:59:14 PM EDT  
**To:** 'Jason Showe' <jshowe@gmscfl.com>  
**Cc:** "Brian M. Jones" <BJones@shutts.com>, Paul Scheck <pscheck@shutts.com>

Jason –

I have been unable to find either a judicial decision or a Florida Attorney General's Opinion which directly addresses the question of whether you can have different bonus programs for different classes of employees, e.g., labor and management. However, based on regularly applied rules of statutory construction, I am of the opinion that §215.425, Florida Statutes, prohibits the CDD from adopting such separate bonus programs, but the CDD is free to enter into a contract with any employee, regardless of their position, and include an incentive bonus program as part of such employee's compensation package so long as it only applies to work performed subsequent to execution of such contract. Additionally, to the extent an employee has an existing contract that contract can be amended but, again, a bonus can only be paid for work moving forward from the effective date of the amendment (which effective date cannot be retroactive). These opinions are based on the following analysis.

Section 215.425, Florida Statutes, which is applicable to the CDD, as well to counties and municipalities, provides in relevant part that:

1. No extra compensation shall be made to any officer, agent, employee, or contractor after the service has been rendered or the contract made; ....;

\*\*\*

- (3) Any policy, ordinance, rule, or resolution designed to implement a bonus scheme must:
  - (a) Base the award of a bonus on work performance;
  - (b) Describe the performance standards and evaluation process by which a bonus will be awarded;
  - (c) Notify **all employees** of the policy, ordinance, rule or resolution before the beginning of the evaluation period on which a bonus will be based; and
  - (d) Consider **all employees for the bonus.**

Emphasis added.

Thus, subsection (1) prohibits payments, including bonuses, for work already performed. Subsection (3), on the other hand, clearly allows applicable local government entities to adopt bonus programs so long as such programs comply with certain prescribed criteria. In order to interpret the scope and meaning of these criteria a court must be guided by legislative intent. The legislature's intent in drafting a statute must always be the polestar a court follows. *Diamond Aircraft Indus., Inc. v. Horowitz*, 103 So.3d 362, 367 (Fla. 2013). In searching for that "polestar," however, a court will first look to the language actually adopted by the legislature. *Raymond James Fin. Servs., Inc. v. Phillips*, 126 So.3d 186, 190 (Fla. 2013). If that language is plain and unambiguous the court will look no further and will simply apply the statute as written. *State v. Burris*, 875 So.2d 408, 410 (Fla. 2004).

In the instant case, the legislature's use of the word, "all," in subsection (3)(c) without any modifiers being applied to the word "employees" clearly conveys the legislature's intent that the entire class of employees is included, not just a particular subset like "labor" or "management" or "full-time" or "part-time." Likewise the use of the definite article, "the," with respect to the word "bonus," clearly evidences the legislature's intent that there be a singular bonus program, applicable to all employees, and not multiple bonus programs applicable to various groups of employees. Thus, it is more likely than not that a court will apply the plain language and conclude that §215.425, Florida Statutes, prohibits the creation of multiple bonus programs by the CDD.

Furthermore, even if it could be argued that the statutory language is ambiguous, another rule of statutory construction would come into play and would still result in the conclusion that the CDD is not authorized to create multiple bonus programs. Specifically, a court must presume that the legislature knows how to draft statutes. *Rose v. Town of Hillsboro Beach*, 216 So.2d 258 (Fla. 4<sup>th</sup> DCA 1968). Thus, the court will assume that, if the legislature wished to authorize CDDs, municipalities and counties to offer multiple bonus programs it would have drafted plain language stating as much, but it didn't. Moreover, the legislature's capabilities in this regard are clearly evidenced by its adoption of §110.1245(2), Florida Statutes, which authorizes state agencies to adopt multiple bonus programs so long as they include, at a minimum:

- (a) A statement that bonuses are subject to specific appropriation by the Legislature.
- (b) Eligibility criteria as follows:
  - 1. The employee must have been employed prior to July 1 of that fiscal year and have been continuously employed through the date of distribution.
  - 2. The employee must not have been on leave without pay consecutively for more than 6 months during the fiscal year.
  - 3. The employee must have had no sustained disciplinary action during the period beginning July 1 through the date the bonus checks are distributed. Disciplinary actions include written reprimands, suspensions, dismissals, and involuntary or voluntary demotions that were associated with a disciplinary action.
  - 4. The employee must have demonstrated a commitment to the agency mission by reducing the burden on those served, continually improving the way business is conducted, producing results in the form of increased outputs, and working to improve processes.
  - 5. The employee must have demonstrated initiative in work and have exceeded normal job expectations.
  - 6. The employee must have modeled the way for others by displaying agency values of fairness, cooperation, respect, commitment, honesty, excellence, and teamwork.
- (c) A periodic evaluation process of the employee's performance.
- (d) A process for peer input that is fair, respectful of employees, and affects the outcome of the bonus distribution.
- (e) **A division of the agency by work unit for purposes of peer input and bonus distribution.**

(f) A limitation on bonus distributions equal to 35 percent of the agency's total authorized positions. This requirement may be waived by the Office of Policy and Budget in the Executive Office of the Governor upon a showing of exceptional circumstances.

Emphasis added.

Thus, with regard to state employees, the legislature has specifically authorized state agencies to adopt bonus programs that divide employees into different classes for bonus eligibility and distribution. For example, an agency may utilize available bonus funds for a "management" work unit and/or for a "labor" work unit. Furthermore, unlike in §215.425, nowhere in §110.1245(2), does the legislature state that a bonus program must "consider all employees for a bonus." Nor does §110.1245(2) use the definite article, "the," when referring to a potential bonus. Instead, in §110.1245(2), the legislature consistently refers to bonuses in the plural. Thus, it is very clear that if the legislature intended to allow municipalities, counties and those special districts with broad powers, such as Viera East CDD, to create multiple bonus programs for different work units, it clearly could have done so, but elected not to.

Finally, it should be noted that prior to 2011 section 215.425, Florida Statutes, specifically provided that the prohibition against paying compensation for past work did not apply "extra compensation given to county, municipal, or special district employees pursuant to policies adopted by county or municipal ordinances or resolutions of governing boards of special districts ... ." This language was intentionally deleted by the legislature when it adopted Ch. 2011-145, Laws of Florida. This is additional evidence that the legislature intentionally proscribed the ability of local government entities to award bonuses. Accordingly, in light of all of the above, it is my considered opinion that §215.425 prohibits the CDD from offering different bonus programs to different employees, including differentiating on the basis of hours worked.

That having been said, and as you noted in your email, to the extent the CDD enters into an employment contract with any employee, regardless of such employee's title or work description, the CDD has the authority to include an incentive bonus program as part of such employee's compensation package. Such provision, however, is only available for future work. Thus, an existing contract can be amended to provide a bonus incentive moving forward based on the employee meeting certain prescribed benchmarks. Existing contracts may not be amended, however, to make such a bonus retroactive as doing so would clearly violate §215.425(1), Florida Statute which unambiguously states that, "[n]o extra compensation shall be made to any officer, agent, employee, or contractor after the service has been rendered ... ." See, A.G.O. 2003-55 (section 215.425 prohibits a school board and its attorney from amending the attorney's employment contract to authorize payment for certain work previously performed even though both sides agreed the work should have been included in the original contract but was inadvertently omitted). Of course, such contract (or amendment) provision must also comply with §215.425(5), Florida Statutes, which prohibits any provision that would limit the ability of any party to the agreement or contract to discuss the agreement or contract.

I trust this answers your questions. If not, or if you have further questions, concerns or comments you'd like to discuss, please do not hesitate to email or call me.

-Scott



**Scott A. Glass**

*Partner, Board Certified in City, County & Local Government Law*

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**Shutts & Bowen LLP**

300 South Orange Avenue, Suite 1600 | Orlando, FL 32801

Direct: (407) 835-6964 | Fax: (407) 849-7264

E-Mail | Biography | V-Card | Website

---

From: Jason Showe <jshowe@amerfl.com>



FROM: JASON SHOWE <jshowe@gmscfl.com>

**Sent:** Tuesday, June 15, 2021 2:25 PM

**To:** Scott A. Glass <sglass@shutts.com>

**Cc:** Brian M. Jones <BJones@shutts.com>; Paul Scheck <pscheck@shutts.com>

**Subject:** Fwd: VECCD- Bonus Program for Employees

EXTERNAL: This email originated from outside of the SHUTTS email system. Do not respond, click any links or open any attachments unless you trust the sender and know the content is safe.

Scott,

Got the questions below from the Chair, based on my understanding, we could not create classes of programs, as an example, different programs for regular employees and managers? Tim, the GM operates under a contract, so I think they could build bonus language into his contract. And I do not think we can set a minimum # of hours to be eligible for program.

**PLEASE NOTE NEW ADDRESS BELOW**

Jason Showe  
District Manager  
Governmental Management Services, Central Florida  
219 E. Livingston St  
Orlando, FL 32801  
407-841-5524 X 105 - Office  
407-839-1526 - Fax  
407-470-8825 - Cell  
[jshowe@gmscfl.com](mailto:jshowe@gmscfl.com)

Under Florida law, e-mail addresses are public records. If you do not want your e-mail address released in response to a public records request, do not send electronic mail to this entity. Instead, contact this office by phone or in writing.

History.—s. 1, ch. 2006-232.

On Jun 15, 2021, at 12:41 PM, Scott A. Glass <sglass@shutts.com> wrote:

Good afternoon, Jason.

Brian asked me to forward a copy of this to you. Unfortunately, I have not dealt with any local government clients that have an employee bonus program. It would appear, however, that it is possible to do so if certain statutory requirements are satisfied, as noted in the below email.

-Scott

**Shutts**

**Scott A. Glass**

*Partner, Board Certified in City, County & Local Government Law*

---

**Shutts & Bowen LLP**

300 South Orange Avenue, Suite 1600 | Orlando, FL 32801

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E-Mail | [Biography](#) | [V-Card](#) | [Website](#)

**From:** Scott A. Glass  
**Sent:** Tuesday, June 15, 2021 10:10 AM  
**To:** Brian M. Jones <[BJones@shutts.com](mailto:BJones@shutts.com)>; Paul Scheck <[pscheck@shutts.com](mailto:pscheck@shutts.com)>  
**Subject:** RE: VECCD- Bonus Program for Employees

Brian –

I went ahead and did a little quick research and here is the relevant statute vis-à-vis public employee bonus programs. As you will see, bonuses are allowed, but only if certain criteria have been met. I've highlighted the most salient language.

215.425 Extra compensation claims prohibited; bonuses; severance pay.—

(1) No extra compensation shall be made to any officer, agent, employee, or contractor after the service has been rendered or the contract made; nor shall any money be appropriated or paid on any claim the subject matter of which has not been provided for by preexisting laws, unless such compensation or claim is allowed by a law enacted by two-thirds of the members elected to each house of the Legislature. However, when adopting salary schedules for a fiscal year, a district school board or community college district board of trustees may apply the schedule for payment of all services rendered subsequent to July 1 of that fiscal year.

(2) This section does not apply to:

- (a) A bonus or severance pay that is paid wholly from nontax revenues and nonstate-appropriated funds, the payment and receipt of which does not otherwise violate part III of chapter 112, and which is paid to an officer, agent, employee, or contractor of a public hospital that is operated by a county or a special district; or
- (b) A clothing and maintenance allowance given to plainclothes deputies pursuant to s. 30.49.

(3) Any policy, ordinance, rule, or resolution designed to implement a bonus scheme must:

- (a) Base the award of a bonus on work performance;
- (b) Describe the performance standards and evaluation process by which a bonus will be awarded;
- (c) Notify all employees of the policy, ordinance, rule, or resolution before the beginning of the evaluation period on which a bonus will be based; and
- (d) Consider all employees for the bonus.

\*\*\*

(5) Any agreement or contract, executed on or after July 1, 2011, which involves extra compensation between a unit of government and an officer, agent, employee, or contractor may not include provisions that limit the ability of any party to the agreement or contract to discuss the agreement or contract.

-Scott



**Scott A. Glass**

*Partner, Board Certified in City, County & Local Government Law*

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# SECTION D

# Viera East

*Community Development District*

## Approved Budget

*FY2022*



**Viera East  
Community Development District**

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**Viera East**  
**Community Development District**  
**General Fund**  
**Approved Operating Budget**  
**Fiscal Year 2022**

	<b>Actual FY 2020</b>	<b>Adopted Budget FY 2021</b>	<b>Actual Thru 5/31/21</b>	<b>Projected Next 4 Months</b>	<b>Total Projected @ 9/30/21</b>	<b>Approved Budget FY 2022</b>
<i>Revenues</i>						
Maintenance Assessments	\$808,157	\$808,157	\$799,712	\$8,444	\$808,157	\$808,157
Golf Course Administrative Services	\$56,280	\$56,280	\$37,520	\$18,760	\$56,280	\$56,280
Donations for Park Materials	\$0	\$0	\$2,000	\$0	\$2,000	\$0
Interest Income	\$5	\$100	\$4	\$10	\$14	\$100
Carryforward Surplus	\$0	\$0	\$0	\$0	\$0	\$50,240
<b>Total Revenues</b>	<b>\$864,442</b>	<b>\$864,536</b>	<b>\$839,236</b>	<b>\$27,214</b>	<b>\$866,450</b>	<b>\$914,776</b>
<i>Administrative Expenditures</i>						
Supervisors Fees	\$25,249	\$30,496	\$20,667	\$10,000	\$30,667	\$30,496
Engineering Fees	\$5,905	\$5,000	\$1,475	\$1,000	\$2,475	\$5,000
Attorney's Fees	\$10,454	\$5,000	\$8,446	\$3,500	\$11,946	\$5,000
Dissemination	\$1,167	\$1,000	\$667	\$333	\$1,000	\$1,000
Trustee Fees	\$6,700	\$5,600	\$4,307	\$1,867	\$6,173	\$5,600
Annual Audit	\$6,508	\$6,500	\$2,200	\$500	\$2,700	\$6,500
Collection Agent	\$2,500	\$2,500	\$1,667	\$833	\$2,500	\$2,500
Management Fees	\$100,440	\$100,440	\$66,960	\$33,480	\$100,440	\$103,454
Postage	\$2,625	\$1,500	\$1,778	\$500	\$2,278	\$1,500
Printing & Binding	\$1,448	\$2,500	\$958	\$750	\$1,708	\$2,500
Insurance- Liability	\$6,230	\$7,475	\$6,083	\$2,433	\$8,517	\$8,040
Legal Advertising	\$2,496	\$1,500	\$1,371	\$500	\$1,871	\$1,500
Other Current Charges	\$1,371	\$1,500	\$320	\$140	\$460	\$1,500
Office Supplies	\$551	\$1,500	\$112	\$50	\$162	\$1,500
Dues & Licenses	\$175	\$175	\$117	\$58	\$175	\$175
Information Technology	\$3,400	\$3,400	\$2,267	\$1,133	\$3,400	\$4,250
<b>Total Administrative</b>	<b>\$177,219</b>	<b>\$176,086</b>	<b>\$119,394</b>	<b>\$57,078</b>	<b>\$176,472</b>	<b>\$180,515</b>
<i>Operating Expenditures</i>						
Salaries	\$143,792	\$149,299	\$96,999	\$47,685	\$144,684	\$149,299
Administration Fee	\$1,624	\$1,659	\$1,545	\$799	\$2,344	\$1,734
FICA Expense	\$10,037	\$11,421	\$6,088	\$2,947	\$9,034	\$11,421
Health Insurance	\$15,236	\$16,914	\$10,562	\$5,234	\$15,797	\$17,410
Workers Compensation	\$3,928	\$2,926	\$2,662	\$1,347	\$4,009	\$2,926
Unemployment	\$840	\$853	\$992	\$240	\$1,232	\$853
Other Contractual	\$8,561	\$7,500	\$5,276	\$2,500	\$7,776	\$7,500
Marketing	\$0	\$0	\$0	\$0	\$0	\$20,000
Training	\$0	\$500	\$0	\$250	\$250	\$500
Uniforms	\$0	\$500	\$0	\$250	\$250	\$500
<b>Total Operating</b>	<b>\$184,018</b>	<b>\$191,572</b>	<b>\$124,124</b>	<b>\$61,251</b>	<b>\$185,376</b>	<b>\$212,143</b>
<i>Maintenance Expenditures</i>						
Canal Maintenance	\$10,485	\$14,000	\$0	\$8,000	\$8,000	\$14,000
Lake Bank Restoration	\$55,950	\$60,000	\$57,000	\$0	\$57,000	\$20,000
Environmental Services	\$16,938	\$20,000	\$2,812	\$1,500	\$4,312	\$20,000
Water Management System	\$100,938	\$99,000	\$70,717	\$31,548	\$102,265	\$114,000
Control Burns	\$4,076	\$15,000	\$2,790	\$1,000	\$3,790	\$0
Contingencies	\$985	\$2,000	\$0	\$1,000	\$1,000	\$2,000
Fire Line Management	\$1,275	\$3,000	\$800	\$500	\$1,300	\$2,000
Basin Repair	\$1,585	\$4,000	\$0	\$750	\$750	\$3,000
<b>Total Maintenance</b>	<b>\$192,232</b>	<b>\$217,000</b>	<b>\$134,119</b>	<b>\$44,298</b>	<b>\$178,417</b>	<b>\$175,000</b>

**Viera East  
Community Development District  
General Fund  
Approved Operating Budget  
Fiscal Year 2022**

	<b>Actual FY 2020</b>	<b>Adopted Budget FY 2021</b>	<b>Actual Thru 5/31/21</b>	<b>Projected Next 4 Months</b>	<b>Total Projected @ 9/30/21</b>	<b>Approved Budget FY 2022</b>
<i>Grounds Maintenance Expenditures</i>						
Salaries	\$140,301	\$140,787	\$87,426	\$43,068	\$130,494	\$168,067
Administrative Fees	\$3,605	\$3,684	\$2,330	\$1,040	\$3,370	\$4,119
FICA	\$10,408	\$10,770	\$6,450	\$3,180	\$9,630	\$12,929
Health Insurance	\$16,694	\$18,818	\$11,021	\$5,504	\$16,525	\$28,182
Workers Compensation	\$3,831	\$2,759	\$2,368	\$1,176	\$3,544	\$3,312
Unemployment	\$1,951	\$2,120	\$1,709	\$500	\$2,209	\$2,546
Telephone	\$5,829	\$6,250	\$4,558	\$1,176	\$5,734	\$6,250
Utilities	\$6,662	\$5,500	\$4,658	\$2,396	\$7,054	\$7,200
Property Appraiser	\$1,988	\$1,990	\$1,989	\$0	\$1,989	\$1,990
Insurance- Property	\$1,512	\$1,663	\$999	\$500	\$1,499	\$2,197
Repairs	\$27,566	\$15,000	\$14,811	\$5,000	\$19,811	\$15,000
Fuel	\$13,191	\$10,000	\$7,135	\$3,000	\$10,135	\$10,000
Park Maintenance	\$3,235	\$2,500	\$3,163	\$300	\$3,463	\$7,500
Sidewalk Repair	\$11,118	\$5,000	\$0	\$2,500	\$2,500	\$20,000
Chemicals	\$3,421	\$4,000	\$1,641	\$1,000	\$2,641	\$4,000
Contingencies	\$1,954	\$4,000	\$6,244	\$500	\$6,744	\$4,000
Refuse	\$5,826	\$6,000	\$3,360	\$960	\$4,320	\$6,000
Office Supplies	\$176	\$750	\$765	\$250	\$1,015	\$750
Uniforms	\$2,575	\$3,000	\$1,721	\$980	\$2,701	\$3,000
Fire Alarm System	\$3,069	\$6,500	\$4,758	\$2,555	\$7,313	\$7,500
Rain Bird Pump System	\$27,582	\$27,576	\$18,617	\$9,192	\$27,809	\$27,576
Park Materials	\$0	\$0	\$2,347	\$0	\$2,347	\$0
Maintenance Reserve- Transfer Out	\$3,719	\$1,211	\$519	\$692	\$1,211	\$5,000
Maintenance Reserve- Transfer Out (Excess)	\$0	\$0	\$0	\$1,888	\$1,888	\$0
<b>Total Grounds Expenditures</b>	<b>\$296,214</b>	<b>\$279,878</b>	<b>\$188,588</b>	<b>\$87,357</b>	<b>\$275,945</b>	<b>\$347,118</b>
<b>Total Expenses</b>	<b>\$849,683</b>	<b>\$864,536</b>	<b>\$566,225</b>	<b>\$249,985</b>	<b>\$816,210</b>	<b>\$914,776</b>
<b>Excess Revenue/ (Expenditures)</b>	<b>\$14,759</b>	<b>\$0</b>	<b>\$273,011</b>	<b>(\$222,771)</b>	<b>\$50,240</b>	<b>\$0</b>

	<b>FY 2018</b>	<b>FY 2019</b>	<b>FY 2020</b>	<b>FY 2021</b>	<b>FY 2022</b>
Net Assessment- General	\$ 779,212	\$ 779,212	\$ 779,212	\$ 779,212	\$ 779,212
Net Assessment- Recreation	\$ 28,945	\$ 28,945	\$ 28,945	\$ 28,945	\$ 28,945
Total Net Assessments	\$ 808,157	\$ 808,157	\$ 808,157	\$ 808,157	\$ 808,157
Discounts @ 4%	\$ 51,584	\$ 51,584	\$ 51,584	\$ 51,584	\$ 51,584
Gross Assessment	\$ 859,741	\$ 859,741	\$ 859,741	\$ 859,741	\$ 859,741
Assessable Units - Residential	4,222	4,222	4,222	4,222	4,222
Assessable Units - Non-Residential	1,869	1,869	1,869	1,869	1,869
Total Units	6,091	6,091	6,091	6,091	6,091
Assessment per Unit - General Fund	\$ 136	\$ 136	\$ 136	\$ 136	\$ 136
Assessment per Unit - Debt Service	\$ 414	\$ 414	\$ 414	\$ 414	\$ 364
Assessment per Unit - Recreation	\$ 129	\$ 129	\$ 129	\$ 129	\$ 129
	\$ 678	\$ 678	\$ 678	\$ 678	\$ 628



# Viera East

## Community Development District

### General Fund Budget

#### **Revenues:**

##### Maintenance Assessments

The District will levy a Non-Ad Valorem Assessment on all the assessable property within the District in order to pay for its operating and maintenance expenditures incurred during the Fiscal Year.

##### Golf Course Administrative Services

Represents Golf Course Fund portion of salary and benefits for employees paid from the General Fund

<b>Description</b>	<b>Annual Amount</b>
Base	\$ 75,000
10% of Maintenance Supervisor	\$ (7,280)
50% of Labor Position	\$ (11,440)
<b>Total</b>	<b>\$ 56,280</b>

##### Interest Income

The District will earn interest on balances invested during the year

#### **Administrative Expenditures:**

##### Supervisors Fees

The amount paid to each supervisor for the time devoted to District business and meetings is determined by Chapter 190, Florida Statutes, at \$200 per meeting. Amount is based on five supervisors receiving fees for two meetings per month.

##### Engineering Fees

The District's engineer, Boyer Singleton, will be providing general engineering services to the District, which includes preparation and attendance of monthly board meetings.

##### Attorney Fees

#### **Legal Counsel:**

##### ***Shutts and Bowen LLP***

300 South Orange Avenue

Suite 300

Orlando, FL 32801

Telephone: (407) 835-6759

Fax: (407) 849-7288

The District's legal counsel, Shutts and Bowen, will be providing general services, which include attendance and preparation for monthly board meetings. Also, services include reviewing contracts, agreements, resolutions, rule amendments, etc.

# Viera East

## Community Development District

### General Fund Budget

Dissemination

The District is required by the Security and Exchange Commission to comply with Rule 15c2-12(b)(5), which relates to additional reporting requirements for un-rated bond issues.

- Series 2006 Water Management \$1,000

Trustee Fees

The District will pay annual trustee fees for Water Management Refunding Bonds, Series 2006.

Annual Audit

The District is required to annually have its financial records audited by an independent Certified Public Accounting Firm. The estimated cost of the audit is based on the prior fiscal year and will be shared with the Recreational Fund.

Collection Agent

Fees incurred by GMS-Central Florida, LLC for calculating, levying and certification of the District's Non-Ad valorem Maintenance Assessments with the Brevard County Tax Collector.

Contractor	Services	Monthly	Annual
GMS- Central Florida, LLC	Assessments	\$ 208	\$ 2,500

Management Fees

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

Postage

Mailing of Board Meeting agendas, checks for vendors, overnight deliveries and any other required correspondence. Amount is based on prior years cost.

Printing & Binding

Printing and binding agenda packages for board meetings, printing of computerized checks, District Brochures, correspondence, stationary, envelopes etc.

Insurance- Liability

The District's general liability, public official's liability, and automobile insurance coverage is provided by EGIS Insurance and Risk Advisors.

Description	Admin Amount	Field Amount	Annual Amount
General Liability	\$ 4,687	\$ -	\$ 4,687
POL/EPLI	\$ 3,353	\$ -	\$ 3,353
Property	\$ -	\$ 2,197	\$ 2,197
<b>Total</b>	<b>\$ 8,040</b>	<b>\$ 2,197</b>	<b>\$ 10,237</b>

# Viera East

## Community Development District

### General Fund Budget

Legal Advertising

Advertising of monthly board meetings, public hearings, and any other legal advertising that may be required.

Other Current Charges

Any miscellaneous expenses incurred by the District that were not previously budgeted.

Office Supplies

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

Dues & Licenses

The District is required to pay an annual fee to the Department of Community Affairs for \$175. This is the only anticipated expenditure for this category.

Information Technology

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

**Operating Expenditures:**

Salaries & Wages

The District currently has a General Manager and 1 full time employee to handle the operations of the District. The proposed amount includes a 3% cost of living increase for qualifying employees.

Administration Fee

Represents fee to Paychex for administration of pay and benefits. Paychex charges an administration fee of \$30.98 per full time employee per pay period and \$22.32 per part-time employee per pay period.

FICA

Represents the estimated amount due for Social Security (6.2%) and Medicare (1.45%) based upon the proposed salaries and wages.

Health Insurance

Full time District Employee's are eligible for the following health benefits.

Provider	Policy Number	Insurance Description
United Healthcare	591637	Accidental Death, Dental, Vision, Life, and Long Term Disability
Health First	114619	Health
Colonial Life	E3682663	Life, Accident, Short Term Disability
Combined	007394312	Accident and Disability

Workers Compensation

The District provides Workers Compensation Insurance for each of its employee's based upon statutory requirements and rates determined by Paychex.

# Viera East

## Community Development District

### General Fund Budget

Unemployment

The District pays State and Federal unemployment for each employee based upon current rate structures.

Other Contractual

Miscellaneous fees and contracts incurred for the District.

Description	Annual Amount
ADT Security	\$ 2,352
Ecolab Pest Elimination	\$ 3,937
Xelar Copier	\$ 1,117
Additional Contract Funds	\$ 94
<b>Total Annual Budget</b>	<b>\$ 7,500</b>

Lifestyle & Marketing Coordinator

The District is in contract with Unique Webb Consulting to provide Lifestyle and Marketing services which include, but are not limited to social media publications, strategy planning, blogging, videography, photography, event planning, and marketing.

Training

Expense involved in providing training for staff.

Uniforms

Expense involved in providing uniforms for the administration staff.

**Maintenance Expenditures:**

Canal Maintenance

Represents cost associated with the maintenance of the canals located east and west of I-95. The canals east of I-95 are maintained by various contractors paid by the District on an "as needed" basis. The canals west of I-95 are maintained by A. Duda & Sons and billed to the District

Lake Bank Restoration

Allocation of funds dedicated for lake bank restoration throughout the District.

# Viera East

## Community Development District

### General Fund Budget

**Environmental Services**

The District will incur the following costs related to maintaining and managing the various conservation areas (wetlands and uplands), which are the responsibility of the District. The amount is based upon the current contract with Kevin L. Erwin, plus an allowance for additional services from other providers that may be required. Services provided under this budget item may include the following:

Wetland Monitoring Reports as required by SJRWMD and USACOE.  
Wetland Maintenance, removal of exotic species as required to conform to permit requirements.

Habitat Management, including burns of preserved areas as required within the approved Habitat Management Plan(s).  
Permit Compliance and General Services as required.

**Water Management System**

The District currently has a contract with ECOR Industries, Inc. to provide Aquatic Maintenance Service for the District's Lakes.

Description	Monthly Amount	Annual Amount
Natural Areas Management	\$ 3,296	\$ 39,551
Wingate & Auburn Lake Aquatic Weed Control	\$ 664	\$ 7,971
Bayhill Wetland Maintenance (Bi-Monthly)	\$ 200	\$ 1,200
Aquatic Weed Control	\$ 3,407	\$ 40,881
Header Canal Maintenance (Quarterly)	\$ 1,100	\$ 4,440
Unanticipated Repairs/Improvements		\$ 4,957
Lake Spraying		\$ 15,000
<b>Total</b>	<b>\$ 8,667</b>	<b>\$ 114,000</b>

**Contingencies**

Any miscellaneous expenses incurred by the District that were not previously budgeted.

**Fire Line Maintenance**

Expenses related to the maintenance of the various Fire Lines throughout the District. This mainly includes the mechanical removal of vegetation between homeowners' property and conservation areas in order to slow or stop the spread of wildfire.

**Basin Repair**

Expenses related to the repair and maintenance of the drainage structures at District Basins III, IV, and V. The drainage structures that get repaired are the outfalls (connect lakes) and the flowways (connect lakes to St Johns River).

**Grounds Maintenance Expenditures:**

**Salaries & Wages**

The District currently has a 5 full time and 1 part time employee's to handle the grounds maintenance of the District. The proposed amount includes a 3% cost of living increase for qualifying employees.

# Viera East

## Community Development District

### General Fund Budget

Administration Fee

Represents fee to Paychex for administration of pay and benefits. Paychex charges an administration fee of \$30.98 per full time employee per pay period and \$22.32 per part-time employee per pay period.

FICA

Represents the estimated amount due for Social Security (6.2%) and Medicare (1.45%) based upon the proposed salaries and wages.

Health Insurance

Full time District Employee's are eligible for the following health benefits.

Provider	Policy Number	Insurance Description
United Healthcare	591637	Accidental Death, Dental, Vision, Life, and Long Term Disability
Health First	114619	Health
Colonial Life	E3682663	Life, Accident, Short Term Disability
Combined	007394312	Accident and Disability

Workers Compensation

The District provides Workers Compensation Insurance for each of its employee's based upon statutory requirements and rates determined by Paychex.

Unemployment

The District pays State and Federal unemployment for each employee based upon current rate structures.

Telephone

Expenses incurred for the telephone and fax machine.

Vendor	Monthly Amount	Annual Amount
Blueline Telecom Group	\$ 517	\$ 6,204
Contingency		\$ 46
<b>Total</b>		<b>\$ 6,250</b>

Utilities

The District has the following utility account with Florida Power and Light to provide electricity for the maintenance building.

Vendor	Account	Monthly Amount	Annual Amount
FPL	83490-45156	\$ 590	\$ 7,080
Contingency			\$ 120
<b>Total</b>			<b>\$ 7,200</b>

Property Appraiser

Fees incurred for the Brevard County Property Appraiser performing work in support of processing and distributing non-ad valorem assessment information. The cost for the FY2022 year will be \$1,990.

# Viera East

## Community Development District

### General Fund Budget

Insurance- Property

Represents the amount paid for the property portion of the insurance premium with EGIS Insurance and Risk Advisors. The property includes vehicles, equipment, etc.

Description	Admin Amount	Field Amount	Annual Amount
General Liability	\$ 4,687	\$ -	\$ 4,687
POL/EPLI	\$ 3,353	\$ -	\$ 3,353
Property	\$ -	\$ 2,197	\$ 2,197
<b>Total</b>	<b>\$ 8,040</b>	<b>\$ 2,197</b>	<b>\$ 10,237</b>

Repairs

Any costs related to miscellaneous repairs and maintenance that occur during the fiscal year.

Fuel

Costs related to fuel purchased for grounds maintenance machinery that occur during the fiscal year.

Park Maintenance

Represents cost associated with the maintenance of the parks and trails located within the district.

Sidewalk Repair

Represents cost associated with the repair of the sidewalks located within the district.

Chemicals

Includes fungicide applications, herbicide applications, insecticide applications needed to maintain the grounds.

Contingencies

Represents any miscellaneous expenses incurred by the District that were not previously budgeted.

Refuse

Estimated costs for refuse services to empty dumpster(s) twice monthly by Danny's Recycling & HAU is:

Contractor	Services	Monthly	Annual
Danny's Recycling & HAU	Empty Dumpster	\$ 430	\$ 5,160
	Contingency		\$ 840
<b>Total</b>			<b>\$ 6,000</b>

Office Supplies

Costs for items used in office.

# Viera East

## Community Development District

### General Fund Budget

**Uniforms**

The District is in contract with Unifirst to supply uniforms for the Maintenance staff. Unifirst comes to the District weekly to deliver clean uniforms to the staff.

<b>Vendor</b>	<b>Monthly Amount</b>	<b>Annual Amount</b>
Unifirst	\$ 219	\$ 2,624
Contingency		\$ 376
<b>Total</b>		<b>\$ 3,000</b>

**Fire and Burglary Alarm System**

The District is in contract with ADT to provide monthly fire and burglary alarm system monitoring and maintenance. The services will be split between the Golf Course and Operations.

<b>Description</b>	<b>Monthly Amount</b>	<b>Annual Amount</b>
System Monitoring	\$ 98	\$ 1,176
Equipment Lease	\$ 511	\$ 6,135
Contingency		\$ 189
<b>Total Annual Budget</b>		<b>\$ 7,500</b>

**Rain Bird Pump System**

The District will be financing a new pump system for irrigation through Rain Bird.

<b>Vendor</b>	<b>Monthly Amount</b>	<b>Annual Amount</b>
Rain Bird	\$ 2,298	\$ 27,576
<b>Total Annual Budget</b>		<b>\$ 27,576</b>

**Maintenance Reserves – Transfer Out**

Funds allocated annually to insure available cash for ongoing operations of the District and for major repair or replacement of capital items.

**Maintenance Reserves – Transfer Out (PY Excess)**

Represents projected excess funds above operating capital requirements in the General Fund.



**Viera East  
Community Development District  
Capital Reserve Fund  
Approved Budget  
Fiscal Year 2021**

	<b>Adopted Budget FY 2021</b>	<b>Actual Thru 5/31/21</b>	<b>Projected Next 4 Months</b>	<b>Total Projected @ 9/30/21</b>	<b>Approved Budget FY 2022</b>
<i>Revenues</i>					
Beginning Fund Balance	\$229,102	\$298,978	\$0	\$298,978	\$895,601
Interest Income	\$2,500	\$103	\$90	\$193	\$1,000
Reserve Funding - Transfer In (General)	\$1,211	\$519	\$692	\$1,211	\$5,000
Reserve Funding - Transfer In (Golf)	\$31,219	\$13,380	\$17,839	\$31,219	\$27,493
Reserve Funding - Transfer In (General Excess)	\$0	\$0	\$1,888	\$1,888	\$0
Reserve Funding - Transfer In (Golf Excess)	\$0	\$0	\$633,529	\$633,529	\$0
<b>Total Revenues</b>	<b>\$264,032</b>	<b>\$312,979</b>	<b>\$654,039</b>	<b>\$967,017</b>	<b>\$929,094</b>
<i>Expenditures</i>					
Capital Outlay	\$100,000	\$71,416	\$0	\$71,416	\$100,000
Truck Maintenance	\$25,000	\$0	\$0	\$0	\$25,000
Transfer Out	\$0	\$0	\$0	\$0	\$0
<b>Total Expenditures</b>	<b>\$125,000</b>	<b>\$71,416</b>	<b>\$0</b>	<b>\$71,416</b>	<b>\$125,000</b>
<b>Excess Revenues (Expenditures)</b>	<b>\$139,032</b>	<b>\$241,563</b>	<b>\$654,039</b>	<b>\$895,601</b>	<b>\$804,094</b>

**Viera East  
Community Development District  
Debt Service Fund  
Series 2006  
Approved Budget FY2022**

	<b>Adopted Budget FY 2021</b>	<b>Actual Thru 5/31/21</b>	<b>Projected Next 4 Months</b>	<b>Total Projected @ 9/30/21</b>	<b>Approved Budget FY 2022</b>
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Revenues

Special Assessments	\$ 2,376,297	\$ 2,351,466	\$ 24,831	\$ 2,376,297	\$ 2,089,942
Interest Income	\$ 1,500	\$ 46	\$ 35	\$ 81	\$ 100
Beginning Fund Balance	\$ 466,966	\$ 475,238	\$ -	\$ 475,238	\$ 458,328

<b>Total Revenues</b>	<b>\$ 2,844,763</b>	<b>\$ 2,826,750</b>	<b>\$ 24,866</b>	<b>\$ 2,851,616</b>	<b>\$ 2,548,370</b>
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Expenditures

Series 2006

Interest-11/1	\$ 126,644	\$ 126,644	\$ -	\$ 126,644	\$ 65,119
Interest-5/1	\$ 126,644	\$ 126,644	\$ -	\$ 126,644	\$ 65,119
Principal-5/1	\$ 2,140,000	\$ 2,140,000	\$ -	\$ 2,140,000	\$ 2,265,000

<b>Total Expenditures</b>	<b>\$ 2,393,288</b>	<b>\$ 2,393,288</b>	<b>\$ -</b>	<b>\$ 2,393,288</b>	<b>\$ 2,395,238</b>
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**Excess Revenues  
(Expenditures)**

<b>\$ 451,476</b>	<b>\$ 433,463</b>	<b>\$ 24,866</b>	<b>\$ 458,328</b>	<b>\$ 153,133</b>
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	<u>FY 2019</u>	<u>FY 2020</u>	<u>FY 2021</u>	<u>FY 2022</u>
Net Assessments	\$ 2,376,297	\$ 2,376,297	\$ 2,376,297	\$ 2,089,942
Discounts	\$ 143,800	\$ 143,800	\$ 143,800	\$ 126,471
Gross Assessment	\$ 2,520,097	\$ 2,520,097	\$ 2,520,097	\$ 2,216,413
Gross Assessments	\$ 2,520,097	\$ 2,520,097	\$ 2,520,097	\$ 2,216,413
Assessable Units	6,091	6,091	6,091	6,091
Per Unit Assessments	\$ 414	\$ 414	\$ 414	\$ 364

**Viera East**  
**Community Development District**  
**Debt Service Fund - Series 2006**  
**Amortization Schedule**

Date	Series 2006		Fiscal Total
	Principal	Interest	
11/1/21		\$65,119	\$2,331,763
5/1/22	\$ 2,165,000	\$65,119	\$65,119
	\$ 2,165,000	\$130,238	\$4,912,963

**Viera East**  
**Community Development District**  
 Debt Service Fund  
 Series 2020  
 Approved Budget FY2022

	<b>Adopted Budget FY 2021</b>	<b>Actual Thru 5/31/21</b>	<b>Projected Next 4 Months</b>	<b>Total Projected @ 9/30/21</b>	<b>Approved Budget FY 2022</b>
<b>Revenues</b>					
Interest Income	\$ 1,000	\$ 21	\$ 15	\$ 36	\$ 500
Beginning Fund Balance	\$ -	\$ 413,905	\$ -	\$ 413,905	\$ 270,954
<b>Total Revenues</b>	<b>\$ 1,000</b>	<b>\$ 413,926</b>	<b>\$ 15</b>	<b>\$ 413,941</b>	<b>\$ 271,454</b>
<b>Expenditures</b>					
<u>Series 2020</u>					
Interest-11/1	\$ 52,679	\$ 52,679	\$ -	\$ 52,679	\$ 90,308
Interest-5/1	\$ 90,308	\$ 90,308	\$ -	\$ 90,308	\$ 90,308
<b>Total Expenditures</b>	<b>\$ 142,987</b>	<b>\$ 142,987</b>	<b>\$ -</b>	<b>\$ 142,987</b>	<b>\$ 180,615</b>
<b>Excess Revenues (Expenditures)</b>	<b>\$ (141,987)</b>	<b>\$ 270,939</b>	<b>\$ 15</b>	<b>\$ 270,954</b>	<b>\$ 90,839</b>
* Excess Revenues needed to pay the 11/1/22 Interest Payment					\$ 90,308

**Viera East**  
**Community Development District**  
Debt Service - Series 2020  
Amortization Schedule

Date	Bond Balance	Interest	Principal	Interest	Fiscal Year Total
11/01/20				\$ 52,497.38	\$ 52,497.38
05/01/21	7,685,000			\$ 90,307.50	
11/01/21				\$ 90,307.50	\$ 180,615.00
05/01/22	7,685,000			\$ 90,307.50	
11/01/22				\$ 90,307.50	\$ 180,615.00
05/01/23	7,685,000	2.000%	\$475,000	\$ 90,307.50	
11/01/23				\$ 85,557.50	\$ 650,865.00
05/01/24	7,210,000	2.000%	\$490,000	\$ 85,557.50	
11/01/24				\$ 80,657.50	\$ 656,215.00
05/01/25	6,720,000	2.000%	\$500,000	\$ 80,657.50	
11/01/25				\$ 75,657.50	\$ 656,315.00
05/01/26	6,220,000	2.000%	\$795,000	\$ 75,657.50	
11/01/26				\$ 67,707.50	\$ 938,365.00
05/01/27	5,425,000	2.000%	\$380,000	\$ 67,707.50	
11/01/27				\$ 63,907.50	\$ 511,615.00
05/01/28	5,045,000	2.000%	\$385,000	\$ 63,907.50	
11/01/28				\$ 60,057.50	\$ 508,965.00
05/01/29	4,660,000	2.000%	\$395,000	\$ 60,057.50	
11/01/29				\$ 56,107.50	\$ 511,165.00
05/01/30	4,265,000	2.125%	\$400,000	\$ 56,107.50	
11/01/30				\$ 51,857.50	\$ 507,965.00
05/01/31	3,865,000	2.600%	\$410,000	\$ 51,857.50	
11/01/31				\$ 46,527.50	\$ 508,385.00
05/01/32	3,455,000	2.600%	\$425,000	\$ 46,527.50	
11/01/32				\$ 41,002.50	\$ 512,530.00
05/01/33	3,030,000	2.600%	\$435,000	\$ 41,002.50	
11/01/33				\$ 35,347.50	\$ 511,350.00
05/01/34	2,595,000	2.600%	\$445,000	\$ 35,347.50	
11/01/34				\$ 29,562.50	\$ 509,910.00
05/01/35	2,150,000	2.750%	\$455,000	\$ 29,562.50	
11/01/35				\$ 23,306.25	\$ 507,868.75
05/01/36	1,695,000	2.750%	\$470,000	\$ 23,306.25	
11/01/36				\$ 16,843.75	\$ 510,150.00
05/01/37	1,225,000	2.750%	\$485,000	\$ 16,843.75	
11/01/37				\$ 10,175.00	\$ 512,018.75
05/01/38	740,000	2.750%	\$740,000	\$ 10,175.00	
			\$7,685,000	\$ 1,992,584.88	\$ 8,927,409.88

**Viera East  
Community Development District  
Golf Course  
Approved Operating Budget  
Fiscal Year 2022**

Actual FY 2020	Adopted Budget FY 2021	Actual Thru 5/31/21	Projected Next 4 Months	Total Projected @ 9/30/21	Approved Budget FY 2022
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Revenues

Greens Fees	\$1,298,367	\$1,426,357	\$1,176,558	\$522,915	\$1,699,473	\$1,426,357
Gift Cards- Sales	\$7,555	\$25,000	\$7,877	\$3,501	\$11,377	\$25,000
Gift Cards- Usage	(\$12,531)	(\$25,000)	(\$14,967)	(\$6,652)	(\$21,619)	(\$25,000)
Season Advance/Trail Fees	\$213,683	\$210,000	\$157,643	\$64,000	\$221,643	\$210,000
Associate Memberships	\$37,130	\$42,000	\$34,681	\$15,000	\$49,681	\$42,000
Driving Range	\$74,807	\$80,000	\$63,397	\$28,176	\$91,573	\$80,000
Golf Lessons	\$2,040	\$2,100	\$1,400	\$622	\$2,022	\$2,100
Merchandise Sales	\$111,694	\$115,000	\$81,822	\$36,365	\$118,187	\$115,000
Restaurant	\$25,671	\$20,000	\$26,545	\$11,798	\$38,343	\$20,000
Assessments -Recreation Operating	\$22,527	\$18,239	\$12,154	\$6,085	\$18,239	\$18,239
Miscellaneous Income	\$23,945	\$15,000	\$6,573	\$2,000	\$8,573	\$15,000

**Total Revenues**

<b>\$1,804,888</b>	<b>\$1,928,696</b>	<b>\$1,553,683</b>	<b>\$683,810</b>	<b>\$2,237,493</b>	<b>\$1,928,696</b>
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General Expenditures

Other Contractual Services	\$14,646	\$15,000	\$10,057	\$7,500	\$17,557	\$15,000
Telephone	\$2,721	\$5,500	\$848	\$424	\$1,272	\$2,500
Postage	\$6,517	\$2,000	\$1,623	\$500	\$2,123	\$2,000
Printing & Binding	\$401	\$1,000	\$0	\$500	\$500	\$1,000
Utilities	\$14,491	\$15,900	\$10,437	\$4,800	\$15,237	\$15,900
Repairs & Maintenance	\$3,733	\$8,000	\$7,713	\$2,500	\$10,213	\$8,000
Advertising	\$29,219	\$45,000	\$11,035	\$8,000	\$19,035	\$20,000
Bank Charges	\$37,576	\$35,000	\$32,386	\$10,000	\$42,386	\$35,000
Office Supplies	\$3,598	\$4,000	\$1,618	\$1,000	\$2,618	\$4,000
Operating Supplies	\$3,288	\$5,000	\$2,981	\$1,500	\$4,481	\$5,000
Dues, Licenses & Subscriptions	\$7,371	\$8,000	\$4,004	\$2,500	\$6,504	\$8,000
Drug Testing- All departments	\$190	\$500	\$486	\$350	\$836	\$500
Training, Education & Employee Relations	\$4,452	\$3,000	\$1,337	\$600	\$1,937	\$3,000
Contractual Security	\$3,098	\$3,000	\$3,202	\$1,528	\$4,730	\$3,000
IT Services	\$1,227	\$3,000	\$2,272	\$380	\$2,652	\$3,000

**Total Golf Course Expenditures**

<b>\$132,529</b>	<b>\$153,900</b>	<b>\$89,999</b>	<b>\$42,082</b>	<b>\$132,081</b>	<b>\$125,900</b>
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**Viera East  
Community Development District  
Golf Course  
Approved Operating Budget  
Fiscal Year 2022**

<b>Actual FY 2020</b>	<b>Adopted Budget FY 2021</b>	<b>Actual Thru 5/31/21</b>	<b>Projected Next 4 Months</b>	<b>Total Projected @ 9/30/21</b>	<b>Approved Budget FY 2022</b>
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Restaurant Expenditures

Pest Control	\$1,236	\$1,200	\$856	\$380	\$1,236	\$1,200
Equipment Lease	\$1,176	\$1,100	\$868	\$396	\$1,264	\$1,100
<b>Total Restaurant Expenditures</b>	<b>\$2,412</b>	<b>\$2,300</b>	<b>\$1,724</b>	<b>\$776</b>	<b>\$2,501</b>	<b>\$2,300</b>

Golf Operations:

Salaries	\$220,151	\$210,900	\$137,302	\$61,023	\$198,325	\$240,020
Administrative Fee	\$20,391	\$19,957	\$11,509	\$5,115	\$16,624	\$21,718
FICA Expense	\$16,830	\$16,547	\$10,504	\$4,668	\$15,172	\$18,832
Health Insurance	\$434	\$707	\$261	\$116	\$376	\$739
Workers Compensation	\$6,052	\$4,239	\$3,718	\$1,600	\$5,318	\$4,825
Unemployment	\$10,188	\$12,786	\$6,228	\$2,768	\$8,996	\$13,213
Golf Printing	\$1,206	\$2,200	\$1,200	\$533	\$1,734	\$2,200
Utilities	\$20,054	\$22,500	\$13,448	\$5,977	\$19,424	\$22,500
Repairs	\$145	\$250	\$355	\$158	\$513	\$250
Pest Control	\$1,236	\$1,200	\$856	\$380	\$1,236	\$1,200
Supplies	\$17,573	\$10,000	\$8,930	\$3,969	\$12,898	\$10,000
Uniforms	\$2,007	\$1,500	\$0	\$500	\$500	\$1,500
Training, Education & Employee Relations	\$260	\$2,000	\$0	\$500	\$500	\$2,000
Fuel	\$0	\$500	\$0	\$250	\$250	\$500
Cart Lease	\$81,913	\$99,000	\$60,940	\$27,085	\$88,025	\$87,763
Cart Maintenance	\$4,077	\$4,000	\$4,936	\$2,194	\$7,130	\$4,000
Driving Range	\$4,833	\$10,000	\$2,090	\$929	\$3,019	\$10,000
<b>Total Golf Operation Expenditures</b>	<b>\$407,350</b>	<b>\$418,286</b>	<b>\$262,275</b>	<b>\$117,764</b>	<b>\$380,039</b>	<b>\$441,260</b>

Merchandise Sales:

Cost of Goods Sold	\$90,995	\$77,000	\$53,693	\$25,000	\$78,693	\$77,000
<b>Total Merchandise Sales</b>	<b>\$90,995</b>	<b>\$77,000</b>	<b>\$53,693</b>	<b>\$25,000</b>	<b>\$78,693</b>	<b>\$77,000</b>

Golf Course Maintenance:

Salaries	\$422,814	\$452,632	\$266,138	\$118,283	\$384,421	\$425,705
Administrative Fees	\$10,891	\$11,919	\$7,314	\$3,251	\$10,564	\$11,542
FICA Expense	\$30,990	\$3,756	\$19,515	\$8,673	\$28,188	\$31,662
Employee Insurance	\$45,857	\$49,336	\$26,656	\$11,847	\$38,504	\$43,225
Workers Compensation	\$11,446	\$11,023	\$7,199	\$3,199	\$10,398	\$10,720
Unemployment	\$6,279	\$8,170	\$5,870	\$2,609	\$8,479	\$7,740
Consulting Fees	\$6,000	\$6,000	\$2,000	\$0	\$2,000	\$0
Fire Alarm System	\$3,114	\$4,000	\$557	\$300	\$857	\$4,000
Utilities/Water	\$26,832	\$26,200	\$17,942	\$7,974	\$25,916	\$26,200

**Viera East  
Community Development District  
Golf Course  
Approved Operating Budget  
Fiscal Year 2022**

	<b>Actual FY 2020</b>	<b>Adopted Budget FY 2021</b>	<b>Actual Thru 5/31/21</b>	<b>Projected Next 4 Months</b>	<b>Total Projected @ 9/30/21</b>	<b>Approved Budget FY 2022</b>
Repairs	\$37,755	\$48,000	\$27,816	\$12,363	\$40,178	\$48,000
Fuel & Oil	\$26,787	\$40,000	\$15,032	\$6,681	\$21,713	\$40,000
Pest Control	\$1,261	\$1,000	\$789	\$351	\$1,139	\$1,000
Irrigation/Drainage	\$18,711	\$30,000	\$7,849	\$3,488	\$11,337	\$30,000
Sand and Topsoil	\$10,470	\$26,500	\$4,485	\$1,993	\$6,478	\$26,500
Flower/Mulch	\$8,900	\$7,000	\$3,180	\$1,413	\$4,593	\$7,000
Fertilizer	\$131,490	\$139,000	\$40,189	\$17,862	\$58,051	\$139,000
Seed/Sod	\$9,363	\$16,500	\$1,681	\$747	\$2,428	\$16,500
Trash Removal	\$2,371	\$2,000	\$1,646	\$731	\$2,377	\$2,000
Contingency	\$5,250	\$6,000	\$1,579	\$702	\$2,281	\$6,000
First Aid	\$1,287	\$800	\$234	\$104	\$337	\$800
Office Supplies	\$158	\$1,000	\$0	\$0	\$0	\$1,000
Operating Supplies	\$6,153	\$15,000	\$3,735	\$1,660	\$5,395	\$15,000
Training	\$2,023	\$1,000	\$865	\$385	\$1,250	\$1,000
Janitorial Supplies	\$30	\$1,000	\$473	\$210	\$683	\$1,000
Soil & Water Testing	\$0	\$1,000	\$0	\$500	\$500	\$1,000
Uniforms	\$8,136	\$8,500	\$5,423	\$2,410	\$7,833	\$8,500
Equipment Rental	\$0	\$2,000	\$95	\$42	\$137	\$2,000
Equipment Lease	\$171,266	\$165,000	\$91,118	\$40,497	\$131,615	\$177,975
Small Tools	\$0	\$500	\$0	\$0	\$0	\$500
<b>Total Golf Course Maintenance</b>	<b>\$1,005,634</b>	<b>\$1,084,836</b>	<b>\$559,377</b>	<b>\$248,276</b>	<b>\$807,653</b>	<b>\$1,085,569</b>
<i>Administrative Expenditures:</i>						
Legal Fees	\$1,436	\$1,500	\$0	\$1,000	\$1,000	\$1,500
Arbitrage	\$450	\$600	\$222	\$228	\$450	\$600
Dissemination	\$1,000	\$1,000	\$667	\$333	\$1,000	\$1,000
Trustee Fees	\$4,089	\$4,100	\$3,073	\$1,367	\$4,440	\$4,100
Annual Audit	\$542	\$1,500	\$1,000	\$500	\$1,500	\$1,500
Golf Course Administrative Services	\$56,280	\$56,280	\$37,520	\$18,760	\$56,280	\$56,280
Insurance	\$66,995	\$77,000	\$53,029	\$28,800	\$81,829	\$85,019
Property Taxes	\$16,346	\$15,000	\$13,679	\$6,487	\$20,166	\$15,000
<b>Total Administrative Expenditures</b>	<b>\$147,138</b>	<b>\$156,980</b>	<b>\$109,190</b>	<b>\$57,475</b>	<b>\$166,665</b>	<b>\$164,999</b>
<i>Reserves:</i>						
Renewal & Replacement	\$13,129	\$31,219	\$13,380	\$17,839	\$31,219	\$27,493
<b>Total Reserves</b>	<b>\$13,129</b>	<b>\$31,219</b>	<b>\$13,380</b>	<b>\$17,839</b>	<b>\$31,219</b>	<b>\$27,493</b>
<b>Total Revenues</b>	<b>\$1,804,888</b>	<b>\$1,928,696</b>	<b>\$1,553,683</b>	<b>\$683,810</b>	<b>\$2,237,493</b>	<b>\$1,928,696</b>
<b>Total Expenditures</b>	<b>\$1,799,187</b>	<b>\$1,924,521</b>	<b>\$1,089,638</b>	<b>\$509,214</b>	<b>\$1,598,852</b>	<b>\$1,924,521</b>
<b>Operating Income (Loss)</b>	<b>\$5,702</b>	<b>\$4,175</b>	<b>\$464,045</b>	<b>\$174,596</b>	<b>\$638,641</b>	<b>\$4,175</b>



**Viera East  
Community Development District  
Golf Course  
Approved Operating Budget  
Fiscal Year 2022**

	<b>Actual FY 2020</b>	<b>Adopted Budget FY 2021</b>	<b>Actual Thru 5/31/21</b>	<b>Projected Next 4 Months</b>	<b>Total Projected @ 9/30/21</b>	<b>Approved Budget FY 2022</b>
<b><u>Non Operating Revenues/(Expenditures):</u></b>						
Assessments -Recreation Debt Service	\$571,457	\$560,250	\$373,500	\$186,750	\$560,250	\$560,250
Interest Income	\$249	\$1,000	\$10	\$8	\$18	\$1,000
Gain on Sale of Asset	\$0	\$0	\$45	\$0	\$45	\$0
Maintenance Reserve (Excess)	\$0	\$0	\$0	(\$633,529)	(\$633,529)	\$0
Interest Expense	(\$156,825)	(\$140,425)	(\$93,617)	(\$46,808)	(\$140,425)	(\$140,425)
Principal Expense	(\$410,000)	(\$425,000)	(\$283,333)	(\$141,667)	(\$425,000)	(\$425,000)
<b>Total Non Operating Revenues/(Expenditures)</b>	<b>\$4,881</b>	<b>(\$4,175)</b>	<b>(\$3,395)</b>	<b>(\$635,246)</b>	<b>(\$638,641)</b>	<b>(\$4,175)</b>
<b>Net Non Operating Income / (Loss)</b>	<b>\$10,583</b>	<b>\$0</b>	<b>\$460,650</b>	<b>(\$460,650)</b>	<b>\$0</b>	<b>\$0</b>

**Viera East  
Community Development District  
Golf Course  
Approved Operating Budget  
Fiscal Year 2022**

<b>Actual FY 2020</b>	<b>Adopted Budget FY 2021</b>	<b>Actual Thru 5/31/21</b>	<b>Projected Next 4 Months</b>	<b>Total Projected @ 9/30/21</b>	<b>Approved Budget FY 2022</b>
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<i>Revenues</i>						
Members Fees	\$1,298,367	\$1,426,357	\$1,176,558	\$522,915	\$1,699,473	\$1,426,357
Event Cards- Sales	\$7,555	\$25,000	\$7,877	\$3,501	\$11,377	\$25,000
Event Cards- Usage	(\$12,531)	(\$25,000)	(\$14,967)	(\$6,652)	(\$21,619)	(\$25,000)
Season Advance/Trail Fees	\$213,683	\$210,000	\$157,643	\$64,000	\$221,643	\$210,000
Sociate Memberships	\$37,130	\$42,000	\$34,681	\$15,000	\$49,681	\$42,000
Living Range	\$74,807	\$80,000	\$63,397	\$28,176	\$91,573	\$80,000
Club Lessons	\$2,040	\$2,100	\$1,400	\$622	\$2,022	\$2,100
Merchandise Sales	\$111,694	\$115,000	\$81,822	\$36,365	\$118,187	\$115,000
Restaurant	\$25,671	\$20,000	\$26,545	\$11,798	\$38,343	\$20,000
Assessments -Recreation Operating	\$22,527	\$18,239	\$12,154	\$6,085	\$18,239	\$18,239
Miscellaneous Income	\$23,945	\$15,000	\$6,573	\$2,000	\$8,573	\$15,000

<b>Total Revenues</b>	<b>\$1,804,888</b>	<b>\$1,928,696</b>	<b>\$1,553,683</b>	<b>\$683,810</b>	<b>\$2,237,493</b>	<b>\$1,928,696</b>
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<i>General Expenditures</i>						
Travel Contractual Services	\$14,646	\$15,000	\$10,057	\$7,500	\$17,557	\$15,000
Telephone	\$2,721	\$5,500	\$848	\$424	\$1,272	\$2,500
Postage	\$6,517	\$2,000	\$1,623	\$500	\$2,123	\$2,000
Printing & Binding	\$401	\$1,000	\$0	\$500	\$500	\$1,000
Utilities	\$14,491	\$15,900	\$10,437	\$4,800	\$15,237	\$15,900
Repairs & Maintenance	\$3,733	\$8,000	\$7,713	\$2,500	\$10,213	\$8,000
Advertising	\$29,219	\$45,000	\$11,035	\$8,000	\$19,035	\$20,000
Bank Charges	\$37,576	\$35,000	\$32,386	\$10,000	\$42,386	\$35,000
Office Supplies	\$3,598	\$4,000	\$1,618	\$1,000	\$2,618	\$4,000
Operating Supplies	\$3,288	\$5,000	\$2,981	\$1,500	\$4,481	\$5,000
Fees, Licenses & Subscriptions	\$7,371	\$8,000	\$4,004	\$2,500	\$6,504	\$8,000
Drug Testing- All departments	\$190	\$500	\$486	\$350	\$836	\$500
Training, Education & Employee Relations	\$4,452	\$3,000	\$1,337	\$600	\$1,937	\$3,000
Contractual Security	\$3,098	\$3,000	\$3,202	\$1,528	\$4,730	\$3,000
Other Services	\$1,227	\$3,000	\$2,272	\$380	\$2,652	\$3,000

<b>Total Golf Course Expenditures</b>	<b>\$132,529</b>	<b>\$153,900</b>	<b>\$89,999</b>	<b>\$42,082</b>	<b>\$132,081</b>	<b>\$125,900</b>
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**Viera East  
Community Development District  
Golf Course  
Approved Operating Budget  
Fiscal Year 2022**

Actual FY 2020	Adopted Budget FY 2021	Actual Thru 5/31/21	Projected Next 4 Months	Total Projected @ 9/30/21	Approved Budget FY 2022
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Restaurant Expenditures

Cost Control	\$1,236	\$1,200	\$856	\$380	\$1,236	\$1,200
Equipment Lease	\$1,176	\$1,100	\$868	\$396	\$1,264	\$1,100
<b>Total Restaurant Expenditures</b>	<b>\$2,412</b>	<b>\$2,300</b>	<b>\$1,724</b>	<b>\$776</b>	<b>\$2,501</b>	<b>\$2,300</b>

Golf Operations:

Salaries	\$220,151	\$210,900	\$137,302	\$61,023	\$198,325	\$240,020
Administrative Fee	\$20,391	\$19,957	\$11,509	\$5,115	\$16,624	\$21,718
Travel Expense	\$16,830	\$16,547	\$10,504	\$4,668	\$15,172	\$18,832
Health Insurance	\$434	\$707	\$261	\$116	\$376	\$739
Workers Compensation	\$6,052	\$4,239	\$3,718	\$1,600	\$5,318	\$4,825
Employment	\$10,188	\$12,786	\$6,228	\$2,768	\$8,996	\$13,213
Office Printing	\$1,206	\$2,200	\$1,200	\$533	\$1,734	\$2,200
Utilities	\$20,054	\$22,500	\$13,448	\$5,977	\$19,424	\$22,500
Repairs	\$145	\$250	\$355	\$158	\$513	\$250
Cost Control	\$1,236	\$1,200	\$856	\$380	\$1,236	\$1,200
Supplies	\$17,573	\$10,000	\$8,930	\$3,969	\$12,898	\$10,000
Uniforms	\$2,007	\$1,500	\$0	\$500	\$500	\$1,500
Training, Education & Employee Relations	\$260	\$2,000	\$0	\$500	\$500	\$2,000
Travel	\$0	\$500	\$0	\$250	\$250	\$500
Equipment Lease	\$81,913	\$99,000	\$60,940	\$27,085	\$88,025	\$87,763
Equipment Maintenance	\$4,077	\$4,000	\$4,936	\$2,194	\$7,130	\$4,000
Living Range	\$4,833	\$10,000	\$2,090	\$929	\$3,019	\$10,000
<b>Total Golf Operation Expenditures</b>	<b>\$407,350</b>	<b>\$418,286</b>	<b>\$262,275</b>	<b>\$117,764</b>	<b>\$380,039</b>	<b>\$441,260</b>

Merchandise Sales:

Cost of Goods Sold	\$90,995	\$77,000	\$53,693	\$25,000	\$78,693	\$77,000
<b>Total Merchandise Sales</b>	<b>\$90,995</b>	<b>\$77,000</b>	<b>\$53,693</b>	<b>\$25,000</b>	<b>\$78,693</b>	<b>\$77,000</b>

Golf Course Maintenance:

Salaries	\$422,814	\$452,632	\$266,138	\$118,283	\$384,421	\$425,705
Administrative Fees	\$10,891	\$11,919	\$7,314	\$3,251	\$10,564	\$11,542
Travel Expense	\$30,990	\$3,756	\$19,515	\$8,673	\$28,188	\$31,662
Employee Insurance	\$45,857	\$49,336	\$26,656	\$11,847	\$38,504	\$43,225
Workers Compensation	\$11,446	\$11,023	\$7,199	\$3,199	\$10,398	\$10,720
Employment	\$6,279	\$8,170	\$5,870	\$2,609	\$8,479	\$7,740
Consulting Fees	\$6,000	\$6,000	\$2,000	\$0	\$2,000	\$0
Security Alarm System	\$3,114	\$4,000	\$557	\$300	\$857	\$4,000
Utilities/Water	\$26,832	\$26,200	\$17,942	\$7,974	\$25,916	\$26,200

# Viera East

## Community Development District

### Recreational Operating Budget

**Revenues:**

**Greens Fees**

Estimated revenue for public paid rounds of golf.

**Gift Card- Sales**

Estimated amount of gift cards sold that can be used for discounted rounds of golf, merchandise or restaurant purchases. The full amount of the sale is recorded as revenue at the time of purchase.

**Gift Card- Usage**

Estimated usage of gift cards once purchased. Once the gift cards have been used at the District, the amount used is recorded against the revenue.

**Season Advance/Trail Fees**

Estimated revenue of customers who purchase memberships to the District golf course in advance for the year.

**Associate Memberships**

Estimated costs of all associate memberships sold. The associate membership costs \$79 and lasts for one year. The membership gets the member a 20% discount on golf rounds and other discounts on range balls, apparel, and USGA handicap service.

**Driving Range**

Estimated revenue from the District's driving range.

**Golf Lessons**

Estimated revenue from golfing lessons given at the golf course. The District leases the golf instruction program to the Mike Hogan Golf Academy.

**Merchandise Sales**

Estimated revenue of clothing, equipment, and supplies sold in the District's Pro Shop.

**Restaurant**

The District's restaurant is leased to Divots Grille, LLC per an agreement with the District and Divots Grille, LLC. The agreement states that Divots Grille, LLC will pay the District six (6%) of gross sales not excluding sales tax through the lease term ending on September 30, 2019.

Description	Annual Amount
Rental Income	\$ 12,000
Other Restaurant Revenue	\$ 8,000
<b>Total</b>	<b>\$ 20,000</b>

# Viera East

## Community Development District

### Recreational Operating Budget

Assessments- Recreation Operations

The District will levy Non-Ad Valorem assessments in all the assessable property within the District to help fund all of the General Operating Expenditures for the fiscal year.

Miscellaneous Income

Estimated annual revenue for various miscellaneous charges billed and collected by the District.

**General Expenditures:**

Other Contractual Services

Contractual Services include the following contracts:

<b>Vendor</b>	<b>Monthly Amount</b>	<b>Annual Amount</b>
Brighthouse (Cable & Internet)	\$ 350	\$ 4,200
Waste Management (Dumpster Removal)	\$ 338	\$ 4,057
Great America Financial	\$ 93	\$ 1,117
American Safety and First Aide		\$ 500
Crystal High Rise, Inc		\$ 250
Slug A Bug (Termite Renewal)		\$ 325
Contingency		\$ 4,551
<b>Total Annual Budget</b>		<b>\$15,000</b>

Telephone

Represents regular telephone lines, credit card, and Internet access. A portion of expenses related to the District are transferred to General Fund.

<b>Vendor</b>	<b>Monthly Amount</b>	<b>Annual Amount</b>
Greybar Financial Services	\$ 289	\$ 3,469
Cricket	\$ 104	\$ 1,248
Contingency		\$ 783
<b>Total</b>		<b>\$ 5,500</b>

Postage

Mailing payroll checks, checks for vendors, overnight deliveries and any other required correspondence that is directly related to the golf course. A portion of expenses related to the District are transferred to General Fund.

Printing & Binding

Printing of computerized checks, brochures, correspondence, promotional cards, stationary, rack cards, envelopes, etc. A portion of expenses related to the District are transferred to General Fund.

# Viera East

## Community Development District

### Recreational Operating Budget

Utilities

The District has the following utility accounts related to the operations:

<b>Vendor</b>	<b>Account</b>	<b>Monthly Amount</b>	<b>Annual Amount</b>
FPL	10579-42334	\$ 180	\$ 2,160
FPL	91273-57086	\$ 30	\$ 360
City of Cocoa	313093-70192	\$ 125	\$ 1,500
City of Cocoa	150351-141774	\$ 75	\$ 900
Contingency			\$ 480
<b>Total</b>			<b>\$ 5,400</b>

Repairs & Maintenance

Any miscellaneous repairs and maintenance, including electrical, plumbing, hardware, locksmiths, painting and HVAC. A portion of expenses related to the District are transferred to General Fund.

Advertising

Represents advertising for the golf course in the Yellow Pages, newspapers, periodicals, brochures and magazines, rack cards and holders, and promotional organizations. A portion of expenses related to the District are transferred to General Fund.

Bank Charges

Bank charges related to credit card usage, as well as account service charges for the operating checking account fund

Office Supplies

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

Operating Supplies

Represents various operating supplies purchased

# Viera East

## Community Development District

### Recreational Operating Budget

Dues, Licenses & Subscriptions

The following represents the estimated cost for license, membership subscriptions and permit renewals for the fiscal year:

<b>Vendor</b>	<b>Description</b>	<b>Annual Amount</b>
City of Rockledge	Business License	\$ 200
Florida State Golf Association	Membership	\$ 150
Florida State Golf Association	Handicap fees	5000
Brevard County	Business Tax License	\$ 82
FL Space	Membership	\$ 805
Cocoa Beach Regional Chapter	Membership	\$ 535
US Golf Association	Membership	\$ 150
Amazon Prime	Membership	\$ 156
GCSAA	Gold Membership	\$ 435
Contingency		\$ 487
<b>Total</b>		<b>\$ 8,000</b>

Training, Education & Employee Relations

Costs incurred in sending District personnel to any training seminars or having personnel trained on site for different aspects to more efficiently and effectively operate the golf course. Also, any expense incurred for staff meetings and help wanted ads.

Contractual Security

Security system costs for the maintenance and clubhouse alarm systems.

IT Services

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

**Restaurant Expenditures:**

Utilities

Estimated costs for the basic utilities for the restaurant:

<b>Vendor</b>	<b>Account</b>	<b>Monthly Amount</b>	<b>Annual Amount</b>
FPL	03449-33189	\$ 615	\$ 7,380
City of Cocoa	150351-112664	\$ 250	\$ 3,000
Contingency			\$ 120
<b>Total</b>			<b>\$ 10,500</b>

# Viera East

## Community Development District

### Recreational Operating Budget

Pest Control

The estimated costs for Ecolab Pest Elimination to provide monthly pest control services.

<b>Vendor</b>	<b>Monthly Amount</b>	<b>Annual Amount</b>
Ecolab Pest Elimination	\$ 95	\$ 1,141
Contingency		\$ 59
<b>Total</b>		<b>\$ 1,200</b>

Equipment Lease

The expense related to leasing of a dishwasher in the restaurant.

<b>Vendor</b>	<b>Monthly Amount</b>	<b>Annual Amount</b>
Ecolab	\$ 88	\$ 1,054
Contingency		\$ 46
<b>Total</b>		<b>\$ 1,100</b>

**Golf Operations Expenditures:**

Salaries & Wages

The District currently has a 1 full time and 30 part time employees to handle the Golf operations of the District. The proposed amount includes a 3% cost of living increase for qualifying employees.

Administration Fee

Represents fee to Paychex for administration of pay and benefits. Paychex charges an administration fee of \$30.98 per full time employee per pay period and \$22.32 per part-time employee per pay period.

FICA

Represents the estimated amount due for Social Security (6.2%) and Medicare (1.45%) based upon the proposed salaries and wages.

Health Insurance

Full time District Employee's are eligible for the following health benefits.

<b>Provider</b>	<b>Policy Number</b>	<b>Insurance Description</b>
United Healthcare	591637	Accidental Death, Dental, Vision, Life, and Long Term Disability
Health First	114619	Health
Colonial Life	E3682663	Life, Accident, Short Term Disability
Combined	007394312	Accident and Disability

Workers Compensation

The District provides Workers Compensation Insurance for each of its employee's based upon statutory requirements and rates determined by Paychex.



# Viera East

## Community Development District

### Recreational Operating Budget

**Unemployment**

The District pays State and Federal unemployment for each employee based upon current rate structures.

**Golf Printing**

Printing for materials needed for the course.

**Utilities**

Estimated cost of basic utilities for Golf operations:

<b>Vendor</b>	<b>Account</b>	<b>Monthly Amount</b>	<b>Annual Amount</b>
FPL	03449-33189	\$ 585	\$ 7,020
FPL	07938-52104	\$ 925	\$ 11,100
City of Cocoa	150351-112664	\$ 100	\$ 1,200
Banleaco		\$ 202	\$ 2,421
Contingency			\$ 759
<b>Total</b>			<b>\$ 22,500</b>

**Repairs**

Any costs related to miscellaneous repairs and maintenance that occur during the fiscal year.

**Pest Control**

The estimated costs for Ecolab Pest Elimination to provide monthly pest control services.

<b>Vendor</b>	<b>Monthly Amount</b>	<b>Annual Amount</b>
Ecolab Pest Elimination	\$ 95	\$ 1,141
Contingency		\$ 59
<b>Total</b>		<b>\$ 1,200</b>

**Supplies**

Estimated costs of miscellaneous supplies that the District may need to purchase for golf operations.

**Uniforms**

The estimated costs of uniforms for pro shop personnel. Once hired, all employees get a District golf shirt to wear during work hours.

**Training, Education & Employee Relations**

The District will incur the cost of the Assistant Pro Program and any training deemed necessary for the Pro Shop staff or cart facility personnel, for example, cart mechanics training and any help wanted ads.

**Fuel**

Costs for gasoline for all golf carts from Glover Oil Company.

# Viera East

## Community Development District

### Recreational Operating Budget

**Cart Lease**

The expense related to leasing of carts for golf course.

<b>Vendor</b>	<b>Monthly Amount</b>	<b>Annual Amount</b>
TCF Equipment Finance	\$ 6,553	\$ 78,635
TCF Equipment Finance	\$ 242	\$ 2,909
Marlin Business Bank	\$ 236	\$ 2,829
GPS System	\$ 936	\$ 11,232
Yamaha Lease	\$ 164	\$ 1,968
Golf Cart	\$ 97	\$ 1,164
Contingency		\$ 263
<b>Total</b>		<b>\$ 99,000</b>

**Cart Maintenance**

The expense related to any repairs and maintenance of the golf carts that are incurred during the year.

**Driving Range Supplies**

Any expenses incurred related to the driving range operation, for example range balls, tokens, buckets, bag stands, clock rope and sand/water buckets.

**Merchandise Sales**

**Cost of Goods Sold**

Represents cost of clothing, equipment, and supplies sold in the Pro Shop.

**Golf Course Maintenance:**

**Salaries & Wages**

The District currently has 10 full-time and 4 part-time employee's to handle the golf course maintenance. The proposed amount includes a 3% cost of living increase for qualifying employees.

**Administration Fee**

Represents fee to Paychex for administration of pay and benefits. Paychex charges an administration fee of \$30.98 per full time employee per pay period and \$22.32 per part-time employee per pay period.

**FICA**

Represents the estimated amount due for Social Security (6.2%) and Medicare (1.45%) based upon the proposed salaries and wages.

# Viera East

## Community Development District

### Recreational Operating Budget

Health Insurance

Full time District Employee's are eligible for the following health benefits.

Provider	Policy Number	Insurance Description
United Healthcare	591637	Accidental Death, Dental, Vision, Life, and Long Term Disability
Health First	114619	Health
Colonial Life	E3682663	Life, Accident, Short Term Disability
Combined	007394312	Accident and Disability

Workers Compensation

The District provides Workers Compensation Insurance for each of its employee's based upon statutory requirements and rates determined by Paychex.

Unemployment

The District pays State and Federal unemployment for each employee based upon current rate structures.

Consulting Fees

The District is contracted with Thomas Trammell to give consulting advise on the golf course. Mr. Trammell goes to the District once a month to give the staff a detailed report on the golf course and suggests ways to improve it.

Vendor	Monthly Amount	Annual Amount
Thomas Trammell	\$ 500	\$ 6,000

Fire and Burglary Alarm System

The District is in contract with ADT to provide monthly fire and burglary alarm system monitoring and maintenance. The services will be split between the Golf Course and Operations.

Description	Monthly Amount	Annual Amount
System Monitoring	\$ 98	\$ 1,176
Equipment Lease	\$ 233	\$ 2,797
Contingency		\$ 27
<b>Total Annual Budget</b>		<b>\$ 4,000</b>

Utilities/Water

Estimated costs of basic utilities for the maintenance staff:

Vendor	Account	Monthly Amount	Annual Amount
FPL	83490-45156	\$ 1,750	\$ 21,000
City of Cocoa	313093-70192	\$ 350	\$ 4,200
Contingency			\$ 1,000
<b>Total</b>			<b>\$ 26,200</b>

# Viera East

## Community Development District

### Recreational Operating Budget

Fuel & Oil

Costs related to fuel purchased for maintenance machinery that occur during the fiscal year.

Pest Control

The estimated costs for Ecolab Pest Elimination to provide monthly pest control services.

<b>Vendor</b>	<b>Monthly Amount</b>	<b>Annual Amount</b>
Ecolab Pest Elimination	\$ 77	\$ 924
Contingency		\$ 76
<b>Total</b>		<b>\$ 1,000</b>

Irrigation/Drainage

Estimated irrigation and drainage maintenance expenditures that may occur during the fiscal year.

Sand/Topsoil

Cost related to sand and topsoil expenditures that may occur during the fiscal year. The District buys all supplies from Golf Specialties, Inc. Some supplies may include top-dress sand, divot sand, and shell rock for the golf course.

Flowers/Mulch

Estimated cost of flowers and mulch for the golf course and clubhouse.

Chemicals/Fertilizer

Estimated costs of fertilizer, herbicide, insecticide, fungicide and other chemicals needed for the golf course.

Seed/Sod

Cost of seed and sod expenditures for the golf course that may occur during the fiscal year.

Trash Removal

Estimated costs for trash removal services to empty dumpster(s) once a month by Waste Management at the golf course:

<b>Vendor</b>	<b>Monthly Amount</b>	<b>Annual Amount</b>
Waste Management, Inc.	\$ 131	\$ 1,575
Contingency		\$ 425
<b>Total</b>		<b>\$ 2,000</b>

Contingencies

Funding of unanticipated costs.

# Viera East

## Community Development District

### Recreational Operating Budget

First Aid

Cost of work gloves, ear plugs, support belts, and other first aid supplies needed during the fiscal year.

Office Supplies

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

Operating Supplies

Represents various operating supplies purchased

Training

Training seminars for golf course maintenance staff.

Janitorial Supplies

Costs of janitorial supplies that may occur during the fiscal year.

Soil & Water Testing

Costs for soil and water testing that may occur during the fiscal year.

Uniforms

The District is in contract with Unifirst to supply uniforms for the Golf Course Maintenance staff. Unifirst comes to the District weekly to deliver clean uniforms to the staff.

<b>Vendor</b>	<b>Monthly Amount</b>	<b>Annual Amount</b>
Unifirst	\$ 700	\$ 8,400
Contingency		\$ 100
<b>Total</b>		<b>\$ 8,500</b>

Equipment Rental

Rental of larger capital items required for Course Maintenance.

# Viera East

## Community Development District

### Recreational Operating Budget

**Equipment Lease**

The District currently has the following equipment leases for the golf course:

Vendor	Monthly Amount	Annual Amount
DLL Finance LLC	\$ 6,249	\$ 74,988
TCF Equipment Finance	\$ 1,066	\$ 12,792
TCF Equipment Finance	\$ 5,116	\$ 61,392
TCF Equipment Finance	\$ 420	\$ 5,036
TCF Equipment Finance	\$ 372	\$ 4,470
TCF Equipment Finance	\$ 652	\$ 7,828
TCF Equipment Finance	\$ 431	\$ 5,168
TCF Equipment Finance	\$ 248	\$ 2,976
Dex Imaging	\$ 115	\$ 1,380
Contingency		\$ 1,947
<b>Total</b>		<b>\$ 177,975</b>

**Small Tools**

Represents small tools purchased for golf course maintenance.

**Administrative Expenditures:**

**Legal Fees**

The District's attorney will be providing general legal services to the District that are directly related to operations of the golf course, i.e., reviewing contracts, agreements, resolutions, rule amendments, etc.

**Arbitrage**

The District will contract with an Independent certified public accounting firm to annually calculate the District's Arbitrage Rebate Liability on Special Assessments Revenue Bonds.

**Dissemination**

The District is required by the Security and Exchange Commission to comply with Rule 15c212(b)(5), which relates to additional reporting requirements for un-rated bond issues.

**Trustee Fees**

The District issued Special Revenue Assessment Refunding Bonds, Series 2012 bonds that are deposited with a Trustee at U.S Bank.

**Annual Audit**

The District is required to annually have its financial records audited by an independent Certified Public Accounting Firm.

# Viera East

## Community Development District

### Recreational Operating Budget

Golf Course Administrative Services

Cost of Administrative services provided for the CDD.

Description	Annual Amount
Base	\$ 75,000
10% of Maintenance Supervisor	\$ (7,280)
50% of Labor Position	\$ (11,440)
<b>Total</b>	<b>\$ 56,280</b>

Insurance

EGIS Insurance and Risk Advisors provide the District's general liability, property, and crime insurance coverage. EGIS Insurance and Risk Advisors also provide a three year pollution policy.

Description	Annual Amount
General Liability	\$ 22,773
Property	\$ 49,803
Crime	\$ 1,122
Pollution Policy	\$ 2,400
Equipment Insurance	\$ 486
Contingency	\$ 416
<b>Total</b>	<b>\$ 77,000</b>

Property Taxes

This amount is an estimate of property taxes that will need to be paid throughout this fiscal year.

**Reserves**

Renewal & Replacement

The golf course transfers 2% of its monthly revenues to the Capital Reserve Fund to help fund for equipment replacement and other capital expenditures estimated for the fiscal year.

**Viera East**  
**Community Development District**  
**Recreation Fund Debt Service - Series 2012**  
**Amortization Schedule**

Date	Bond Balance	Interest	Principal	Interest	Fiscal Year Total
11/01/19	3,305,000			\$ 78,412.50	\$ 559,231.25
05/01/20	3,305,000	4.375%	\$410,000	\$ 78,412.50	
11/01/20	2,895,000			\$ 70,212.50	\$ 558,625.00
05/01/21	2,895,000	4.625%	\$425,000	\$ 70,212.50	
11/01/21	2,470,000			\$ 60,915.63	\$ 556,128.13
05/01/22	2,470,000	5.000%	\$445,000	\$ 60,915.63	
11/01/22	2,025,000			\$ 50,625.00	\$ 556,540.63
05/01/23	2,025,000	5.000%	\$470,000	\$ 50,625.00	
11/01/23	1,555,000			\$ 38,875.00	\$ 559,500.00
05/01/24	1,555,000	5.000%	\$490,000	\$ 38,875.00	
11/01/24	1,065,000			\$ 26,625.00	\$ 555,500.00
05/01/25	1,065,000	5.000%	\$520,000	\$ 26,625.00	
11/01/25	545,000			\$ 13,625.00	\$ 560,250.00
05/01/26	545,000	5.000%	\$545,000	\$ 13,625.00	\$ 558,625.00
			\$3,305,000	\$ 678,581.26	\$ 4,464,400.01



# SECTION VI

# SECTION E

Viera East CDD Action Items  
6/24/2021

Item #	Action Item	Assigned To:	Status	Date Added	Estimated Start First Quarter 2021	Estimated Completion	Comments/Estimated Completion
1	Dog Park	Showe/Date	Ongoing	12/17/20	On Hold Until July 2021	Summer 2021	Planning for Park and Playground Ongoing On Hold Until May 2021 - Pending Planning from Lifestyle/Marketing
2	Farmers Market/Food Truck	Showe/Date	Ongoing	12/17/20	On Hold Until July 2021		Awaiting Input from Board
3	Survey Monkey	Colasinski/Melloh	Ongoing	12/17/20	First Quarter 2021		Additional Equipment Purchased
4	Fire Breaks	Melloh/Date	Ongoing	12/17/20			Job Descriptions Provided
5	Employ/U	Melloh	Ongoing	1/28/21		Summer 2021	
6	Fountains	Showe/Melloh	ON HOLD	1/28/21			On Hold Pending Sign Process
7	Cart Path Extensions	Showe/Melloh	ON HOLD	3/25/21			Staff attempting to get bids - holding to after irrigation project/Dog Park
8	Locks for Woodside/Divotts	Melloh	Ongoing	3/25/21			VECA discussing with BCSO

# SECTION VII

# SECTION B

# SECTION 1

## Viera East CDD

Series 2020 Acquisition and Construction  
Requisition Summary

Date	Req #	Payee	Description	Amount
6/24/21	42	Viera East CDD	2021 Ford F-250	\$ 37,744.44
6/24/21	43	Viera East CDD	Dog Park Grading & Services	\$ 20,832.40
6/24/21	44	Dewberry Engineering Inc	Engineering Services Inv 1948176	\$ 655.00
6/24/21	45	Dewberry Engineering Inc	Engineering Services Inv 1948308	\$ 150.00

**TOTAL REQUISITIONS TO BE PAID**

**\$ 59,381.84**

**REQUISITION NO. 42**

**\$7,685,000**

**Viera East Community Development District  
(Brevard County, Florida)  
Special Revenue Assessment Bonds, Series 2020**

The undersigned, an Authorized Officer of Viera East Community Development District (the "District") hereby submits the following requisition for disbursement, under and pursuant to the terms of the Amended and Restated General Special Revenue Assessment Bond Resolution of the District adopted by the District on January 25, 2012, as amended and supplemented from time to time, and particularly as supplemented by the Second Supplemental Resolution (collectively, the "Resolution") adopted by the District's Board of Supervisors on November 21, 2019 (all capitalized terms used herein shall have the meaning ascribed to such term in the Resolution):

- (A) Requisition Number: 42
- (B) Name of Payee: Viera East CDD
- (C) Address of Payee: 2300 Clubhouse Drive, Viera FL 32955
- (D) Amount Payable: \$37,744.44

**Total Invoice: 51,797.85 – 14,053.41 (REQ 34)= \$37,744.44 Remaining Balance**

The Undersigned hereby certifies that this requisition is for reimbursement of Ford F-250 payable from the Construction and Acquisition Fund that have not previously been paid.

Attached hereto are originals of the invoice(s) from the vendor of the services rendered with respect to which disbursement is hereby requested.

**VIERA EAST COMMUNITY  
DEVELOPMENT  
DISTRICT**

By: \_\_\_\_\_  
Authorized Officer



**REQUISITION NO. 42**

**\$7,685,000**

**Viera East Community Development District  
(Brevard County, Florida)  
Special Revenue Assessment Bonds, Series  
2020**

**CONSULTING ENGINEER'S APPROVAL OF 2020 PROJECT COSTS**

The undersigned Consulting Engineer hereby certifies that this disbursement is for a Cost of the 2020 Project and is consistent with: (i) the applicable acquisition or construction contract; (ii) the plans and specifications for the portion of the 2020 Project with respect to which such disbursement is being made; and, (ii) the report of the Consulting Engineer for the 2020 Project, as such report shall have been amended or modified on the date hereof. The undersigned further certifies that (a) the 2020 Project improvements to be acquired have been completed in accordance with the plans and specifications therefore; (b) the 2020 Project improvements are constructed in a sound workmanlike manner and in accordance with industry standards; (c) the purchase price to be paid by the District for the 2020 Project improvements is no more than the lesser of (i) the fair market value of such improvements and (ii) the actual cost of construction of such improvements; (d) the plans and specifications for such portion of the 2020 Project improvements have been approved by all regulatory bodies required to approve them; (e) all currently required approvals and permits for the acquisition, construction, reconstruction, installation and/or equipping of the portion of the 2020 Project for which disbursement is made have been obtained from all applicable regulatory bodies; and (f) for that portion of the 2020 Project being acquired, the seller has paid all contractors, subcontractors, and materialmen that have provided services or materials in connection with the portion of the 2020 Project for which disbursement is made hereby.

[CONSULTING ENGINEER]

\_\_\_\_\_  
Title: \_\_\_\_\_



**LAW FADA-BOVIARB 11/18-CUST**



ATT: INES CAMPOS  
321-6393997



1202 MALABAR RD.  
PALM BAY, FL 32907  
(321) 722-9000

Buyer's Order, Agreement  
& Vehicle Information Form

DEAL #206695

Date: 02/26/2021

Buyer Name and Address	Co-Buyer Name and Address	Seller Name and Address
VIERA EAST COMMUNITY DEVE 2300 CLUB HOUSE DR VIERA FL 32955 County: BREVARD Email: egrasser@vieraeastcd Phone: Cell: 3213025012		GARY YEOMANS PALM BAY FOR 1202 MALABAR RD SE PALM BAY, FL 32907  Salesperson: GARCIA, TOMAS R

In this Buyer's Order, Agreement and Vehicle Information Form ("Order and Agreement"), "you" means the buyer, and any co-buyer. "We," "us" and "our" means the Seller. You agree to purchase the vehicle from us according to the terms of this Order and Agreement.

Vehicle Description																																																
Year:	Make:	Model:	Mileage:	Vehicle Identification Number:																																												
2021	FORD	F-250	1227	1FT7W2BT9MEC03803																																												
New/Used/Demo/Executive:	Color:	Body:	Stock Number:																																													
NEW	OXFORD WHI.	PU	MEC03803																																													
Additional Vehicle Information																																																
Unless checked below, Seller has no knowledge of and makes no representation about the history of the vehicle. The vehicle was previously titled, registered, or used as a (check as applicable) <input type="checkbox"/> taxicab <input type="checkbox"/> police vehicle <input type="checkbox"/> short term rental. The vehicle is (check as applicable) <input type="checkbox"/> rebuilt or assembled from parts <input type="checkbox"/> a kit car <input type="checkbox"/> a glider kit <input type="checkbox"/> a replica <input type="checkbox"/> a flood vehicle <input type="checkbox"/> a manufacturer buy back.		<input checked="" type="checkbox"/> THIS VEHICLE WAS DELIVERED TO A PREVIOUS PURCHASER. Buyer: _____ Co-Buyer X: _____																																														
<b>Disclosures</b> Unless the Seller makes a written warranty, or enters into a service contract within 90 days from the date of this contract, this vehicle is sold "AS IS" and "WITH ALL FAULTS." The Seller makes no warranties, express or implied, on the vehicle, and there will be no implied warranties of merchantability or of fitness for a particular purpose. This provision does not affect any warranties covering the vehicle that the vehicle manufacturer may provide. Buyer acknowledges receipt of any warranty information prior to the sale of the vehicle.		<b>Purchase Information (e) means an estimate</b> <table border="1"> <tr> <td>Vehicle Purchase Price</td> <td>55490.00</td> </tr> <tr> <td>Accessories N/A</td> <td>N/A</td> </tr> <tr> <td>N/A</td> <td>N/A</td> </tr> <tr> <td>N/A</td> <td>N/A</td> </tr> <tr> <td>N/A</td> <td>N/A</td> </tr> <tr> <td>N/A</td> <td>N/A</td> </tr> <tr> <td>N/A</td> <td>N/A</td> </tr> <tr> <td>Subtotal</td> <td>55490.00</td> </tr> <tr> <td>Less Allowance or Discount of</td> <td>4000.00</td> </tr> <tr> <td>Net Difference</td> <td>51490.00</td> </tr> <tr> <td>Predelivery Service Charge**</td> <td>187.50</td> </tr> <tr> <td>Electronic Registration Filing Fee**</td> <td>279.00</td> </tr> <tr> <td colspan="2">**These charges represent costs and profit to the dealer for items such as inspecting, cleaning, and adjusting vehicles, and preparing documents related to the sale.</td> </tr> <tr> <td>Lead Acid Battery Fee</td> <td>1.00</td> </tr> <tr> <td>New Tire Fee (\$1.00 per tire)</td> <td>5.00</td> </tr> <tr> <td>N/A</td> <td>N/A</td> </tr> <tr> <td>Subtotal</td> <td>51963.00</td> </tr> <tr> <td>Sales Tax</td> <td>N/A</td> </tr> <tr> <td>County Tax</td> <td>N/A</td> </tr> <tr> <td>Other Tax</td> <td>N/A</td> </tr> <tr> <td>Lemon Law - Warranty Enforcement Act (New Cars Only)</td> <td>2.00</td> </tr> <tr> <td>N/A</td> <td>N/A</td> </tr> </table>			Vehicle Purchase Price	55490.00	Accessories N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	Subtotal	55490.00	Less Allowance or Discount of	4000.00	Net Difference	51490.00	Predelivery Service Charge**	187.50	Electronic Registration Filing Fee**	279.00	**These charges represent costs and profit to the dealer for items such as inspecting, cleaning, and adjusting vehicles, and preparing documents related to the sale.		Lead Acid Battery Fee	1.00	New Tire Fee (\$1.00 per tire)	5.00	N/A	N/A	Subtotal	51963.00	Sales Tax	N/A	County Tax	N/A	Other Tax	N/A	Lemon Law - Warranty Enforcement Act (New Cars Only)	2.00	N/A	N/A
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N/A	N/A																																															
Buyer's Initials: _____ Co-Buyer's Initials: _____		<b>Used Car Buyers Guide.</b> The information you see on the window form for this vehicle is part of this contract. Information on the window form overrides any contrary provisions in the contract of sale.																																														

**WARRANTIES OF MERCHANTABILITY OR FITNESS FOR A PARTICULAR PURPOSE.**  
 This provision does not affect any warranties covering the vehicle that the vehicle manufacturer may provide. Buyer acknowledges receipt of any warranty information prior to the sale of the vehicle.

Buyer's Initials \_\_\_\_\_ Co-Buyer's Initials \_\_\_\_\_

**Used Car Buyers Guide.** The information you see on the window form for this vehicle is part of this contract. Information on the window form overrides any contrary provisions in the contract of sale.

**Spanish Translation:** Guía para compradores de vehículos usados. La información que ve en el formulario de la ventanilla para este vehículo forma parte del presente contrato. La información del formulario de la ventanilla deja sin efecto toda disposición en contrario contenida en el contrato de venta.

You have thoroughly inspected, accepted, and approved the vehicle described above in all respects. You may obtain an independent third party inspection of the vehicle on your own.

Buyer's Initials \_\_\_\_\_ Co-Buyer's Initials \_\_\_\_\_

We acknowledge that as a condition of sale of the Vehicle, we will perform the following services within \_\_\_\_\_ days of the date of purchase. Call \_\_\_\_\_ to schedule service.

These charges represent costs and profit to the dealer for items such as inspecting, cleaning, and adjusting vehicles, and preparing documents related to the sale.

Lead Acid Battery Fee	1.00
New Tire Fee (\$1.00 per tire)	5.00
N/A	N/A
Subtotal	51963.00
Sales Tax	N/A
County Tax	N/A
Other Tax	N/A
Lemon Law - Warranty Enforcement Act (New Cars Only)	2.00
N/A	N/A
Title, Registration, and License Fees (e)	
<input type="checkbox"/> New <input type="checkbox"/> Transfer	82.85
N/A	N/A
Prior Credit or Lease Balance	N/A
Subtotal	52047.85
Service Contract	N/A
Maintenance Agreement	N/A
N/A	N/A
N/A	N/A
N/A	N/A
N/A	N/A
Sales Tax on Ancillary Products	N/A
Total Sale Price	52047.85
Rebate	250.00
Cash Down	N/A
Other Downpayment (Describe)	N/A
N/A	N/A
Total Downpayment	250.00
Balance Due on Delivery	51797.85

Trade-In Vehicle			
Year	2003	Make	FORD
Model	F-450 DRW	Mileage	98581
VIN	1FDXW46P13ED15871	Lienholder	N/A
Payoff Amount	N/A	Good Thru:	N/A
Lienholder	N/A	Payoff Amount	N/A
Good Thru:	N/A	Lienholder	N/A
Payoff Amount	N/A	Good Thru:	N/A

Trade-In Vehicle			
Year	N/A	Make	N/A
Model	N/A	Mileage	N/A
VIN	N/A	Lienholder	N/A
Payoff Amount	N/A	Good Thru:	N/A
Lienholder	N/A	Payoff Amount	N/A
Good Thru:	N/A	Lienholder	N/A
Payoff Amount	N/A	Good Thru:	N/A

You assign to us all of your rights, title and interest in such Trade-In vehicle(s). You represent that your Trade-In vehicle(s) was not previously used as a police vehicle, taxicab, or under a short-term lease. To the best of your knowledge, the vehicle(s) you are trading in  have  have not been in any accident with damages exceeding \$500.

Buyer Initials \_\_\_\_\_ Co-Buyer Initials \_\_\_\_\_

**SELLER'S RIGHT TO CANCEL** - If Buyer and Co-buyer sign here, the provisions of the Seller's Right to Cancel section on the back, which gives the Seller the right to cancel if Seller is unable to assign a Retail Installment Sale Contract signed with this Order and Agreement within 15 days, will apply. If you fail to return the vehicle within 48 hours after receipt of the notice of cancellation, you agree to pay Seller a charge of \$ 250.00 per day from the date of cancellation until the vehicle is returned or repossessed.

Buyer Signs \_\_\_\_\_ X \_\_\_\_\_ Co-Buyer Signs \_\_\_\_\_

**Payoff Agreement** - We relied on information from you and/or the lienholder(s) or lessor(s) of your Trade-in vehicle(s) to arrive at the payoff amount(s) shown above. You understand that the amount(s) quoted is/are an estimate. We agree to pay the payoff amount(s) shown above to the identified lienholder(s) or lessor(s) of the Trade-in vehicle(s), or a designee. If the actual payoff amount(s) is/are more than the amount(s) shown above, you must pay us the excess on demand. If the actual payoff amount(s) is less than the amount(s) shown above, we will refund to you any overage we receive from your prior lienholder(s) or lessor(s).

You may secure financing through us or through any financing entity you choose. The financing terms you get could be more favorable than the terms we give you. If we sell you any ancillary product, such as credit insurance or GAP, we may receive part of the cost of the product and/or other compensation from the provider of the product.

The Annual Percentage Rate in a Retail Installment Sale Contract may be negotiable with the Seller. The Seller may assign any Retail Installment Sale Contract to a finance source and retain its right to receive a part of the finance charge imposed on that contract.

Section 501.99, Florida Statutes, requires that, at least 30 days before bringing any claim against a motor vehicle dealer for an unfair or deceptive trade practice, a consumer must provide the dealer with a written demand letter stating the name, address, and phone

**REQUISITION NO. 34**

**\$7,685,000**

**Viera East Community Development District  
(Brevard County, Florida)  
Special Revenue Assessment Bonds, Series 2020**

The undersigned, an Authorized Officer of Viera East Community Development District (the "District") hereby submits the following requisition for disbursement, under and pursuant to the terms of the Amended and Restated General Special Revenue Assessment Bond Resolution of the District adopted by the District on January 25, 2012, as amended and supplemented from time to time, and particularly as supplemented by the Second Supplemental Resolution (collectively, the "Resolution") adopted by the District's Board of Supervisors on November 21, 2019 (all capitalized terms used herein shall have the meaning ascribed to such term in the Resolution):

- (A) Requisition Number: 34
- (B) Name of Payee: Viera East CDD
- (C) Address of Payee: 2300 Clubhouse Dr, Viera, FL 32955
- (D) Amount Payable: \$14,053.41

The Undersigned hereby certifies that this requisition is for the purchase of a Ford F-250 Truck payable from the Construction and Acquisition Fund that have not previously been paid.

Attached hereto are originals of the invoice(s) from the vendor of the services rendered with respect to which disbursement is hereby requested.

**VIERA EAST COMMUNITY  
DEVELOPMENT  
DISTRICT**

By: \_\_\_\_\_  
Authorized Officer

**REQUISITION NO. 43**

**\$7,685,000**

**Viera East Community Development District  
(Brevard County, Florida)  
Special Revenue Assessment Bonds, Series 2020**

The undersigned, an Authorized Officer of Viera East Community Development District (the "District") hereby submits the following requisition for disbursement, under and pursuant to the terms of the Amended and Restated General Special Revenue Assessment Bond Resolution of the District adopted by the District on January 25, 2012, as amended and supplemented from time to time, and particularly as supplemented by the Second Supplemental Resolution (collectively, the "Resolution") adopted by the District's Board of Supervisors on November 21, 2019 (all capitalized terms used herein shall have the meaning ascribed to such term in the Resolution):

- (A) Requisition Number: 43
- (B) Name of Payee: Viera East CDD
- (C) Address of Payee: 2300 Clubhouse Drive, Viera FL 32955
- (D) Amount Payable: \$20,832.40

The Undersigned hereby certifies that this requisition is for reimbursement of Dog Park grading and services from the Construction and Acquisition Fund that have not previously been paid.

Attached hereto are originals of the invoice(s) from the vendor of the services rendered with respect to which disbursement is hereby requested.

**VIERA EAST COMMUNITY  
DEVELOPMENT  
DISTRICT**

By: \_\_\_\_\_  
Authorized Officer

**REQUISITION NO. 43**

**\$7,685,000**

**Viera East Community Development District  
(Brevard County, Florida)  
Special Revenue Assessment Bonds, Series  
2020**

**CONSULTING ENGINEER'S APPROVAL OF 2020 PROJECT COSTS**

The undersigned Consulting Engineer hereby certifies that this disbursement is for a Cost of the 2020 Project and is consistent with: (i) the applicable acquisition or construction contract; (ii) the plans and specifications for the portion of the 2020 Project with respect to which such disbursement is being made; and, (ii) the report of the Consulting Engineer for the 2020 Project, as such report shall have been amended or modified on the date hereof. The undersigned further certifies that (a) the 2020 Project improvements to be acquired have been completed in accordance with the plans and specifications therefore; (b) the 2020 Project improvements are constructed in a sound workmanlike manner and in accordance with industry standards; (c) the purchase price to be paid by the District for the 2020 Project improvements is no more than the lesser of (i) the fair market value of such improvements and (ii) the actual cost of construction of such improvements; (d) the plans and specifications for such portion of the 2020 Project improvements have been approved by all regulatory bodies required to approve them; (e) all currently required approvals and permits for the acquisition, construction, reconstruction, installation and/or equipping of the portion of the 2020 Project for which disbursement is made have been obtained from all applicable regulatory bodies; and (f) for that portion of the 2020 Project being acquired, the seller has paid all contractors, subcontractors, and materialmen that have provided services or materials in connection with the portion of the 2020 Project for which disbursement is made hereby.

[CONSULTING ENGINEER]

\_\_\_\_\_

Title: \_\_\_\_\_



**REQUISITION NO. 44**

**\$7,685,000**

**Viera East Community Development District  
(Brevard County, Florida)  
Special Revenue Assessment Bonds, Series 2020**

The undersigned, an Authorized Officer of Viera East Community Development District (the "District") hereby submits the following requisition for disbursement, under and pursuant to the terms of the Amended and Restated General Special Revenue Assessment Bond Resolution of the District adopted by the District on January 25, 2012, as amended and supplemented from time to time, and particularly as supplemented by the Second Supplemental Resolution (collectively, the "Resolution") adopted by the District's Board of Supervisors on November 21, 2019 (all capitalized terms used herein shall have the meaning ascribed to such term in the Resolution):

- (A) Requisition Number: 44
- (B) Name of Payee: Dewberry Engineering
- (C) Address of Payee: P.O. Box 821824, Philadelphia, PA 19182
- (D) Amount Payable: \$655

The Undersigned hereby certifies that this requisition is for engineering services from the Construction and Acquisition Fund that have not previously been paid.

Attached hereto are originals of the invoice(s) from the vendor of the services rendered with respect to which disbursement is hereby requested.

**VIERA EAST COMMUNITY  
DEVELOPMENT  
DISTRICT**

By: \_\_\_\_\_  
Authorized Officer



**REQUISITION NO. 44**

**\$7,685,000**

**Viera East Community Development District  
(Brevard County, Florida)  
Special Revenue Assessment Bonds, Series  
2020**

**CONSULTING ENGINEER'S APPROVAL OF 2020 PROJECT COSTS**

The undersigned Consulting Engineer hereby certifies that this disbursement is for a Cost of the 2020 Project and is consistent with: (i) the applicable acquisition or construction contract; (ii) the plans and specifications for the portion of the 2020 Project with respect to which such disbursement is being made; and, (ii) the report of the Consulting Engineer for the 2020 Project, as such report shall have been amended or modified on the date hereof. The undersigned further certifies that (a) the 2020 Project improvements to be acquired have been completed in accordance with the plans and specifications therefore; (b) the 2020 Project improvements are constructed in a sound workmanlike manner and in accordance with industry standards; (c) the purchase price to be paid by the District for the 2020 Project improvements is no more than the lesser of (i) the fair market value of such improvements and (ii) the actual cost of construction of such improvements; (d) the plans and specifications for such portion of the 2020 Project improvements have been approved by all regulatory bodies required to approve them; (e) all currently required approvals and permits for the acquisition, construction, reconstruction, installation and/or equipping of the portion of the 2020 Project for which disbursement is made have been obtained from all applicable regulatory bodies; and (f) for that portion of the 2020 Project being acquired, the seller has paid all contractors, subcontractors, and materialmen that have provided services or materials in connection with the portion of the 2020 Project for which disbursement is made hereby.

[CONSULTING ENGINEER]

\_\_\_\_\_  
Title: \_\_\_\_\_

# INVOICE



# Dewberry

Please remit to: DEWBERRY ENGINEERS INC.  
P.O. Box 821824  
Philadelphia, PA 19182-1824  
(703)849-0100 TIN: 13-0746510

Bill To: VIERA EAST CDD  
C/O GOVERNMENTAL MANAGEMENT SERVICES  
135 WEST CENTRAL BOULEVARD, STE 320  
ORLANDO FL 32801

Invoice #: 1948176  
Invoice Date: 4/10/2021  
Due Date: 5/10/2021  
Client #: 628087  
Contract #: 50125131  
Batch #: 3036758

Work Performed Thru Period Ending 3/26/2021

Job: 50125131 Viera East CDD SW Pond Bulkhea

## TIME & MATERIAL BILLING

Task ID Task Description

T004 CONSTRUCTION ADMIN

Description  
ENGINEER IV  
ENGINEER V  
PROFESSIONAL IV

Prev Amount Billed \$ 8,350.00

## CURRENT PERIOD BILLING

Hours	Rate	Amount
.50	150.000 \$	75.00
2.50	170.000 \$	425.00
1.00	155.000 \$	155.00
<b>TOTAL HOURLY LABOR</b>	<b>4.00</b>	<b>\$ 655.00</b>
<b>TOTAL FOR T004</b>		<b>\$ 655.00</b>

TOTAL FOR JOB: 50125131 \$ 655.00

**TOTAL INVOICE AMOUNT DUE \$ 655.00**  
**BY 5/10/2021**

Please Reference Invoice Number with Payment

NOTE: Dewberry will not ask our clients to update any banking information via email. Please call Richard Goldstein directly at 703.849.0219 to request or verify our banking information or account number.

This invoice is due and payable within 30 days of the invoice date. Any questions pertaining to the above should be brought to the attention of Dewberry immediately. Thank you.

This invoice accurately reflects the terms and conditions of our agreement and the amount hereon is correct.  
REINARDO MALAVE DAVILA

Dewberry complies with Section 202 of Executive Order 11246 as amended by Executive Order 11375.



50125131  
Viera East CDD SW Pond Bulkhea

start_date	end_date	emp_id	fullname	cost_code	description	SAT	SUN	MON	TUE	WED	THU	FRI	TOTAL
3/6/2021	3/12/2021	957610	ARMANS, PETER N	T0040000	Construction Admin: Closeout Documents; invoicing	0	0	0	0.5	0	0	0	0.5
3/13/2021	3/19/2021	957610	ARMANS, PETER N	T0040000	Construction Admin: Closeout Documents; invoicing	0	0	0.5	0.5	1.5	0	0	2.5
3/13/2021	3/19/2021	220644	MAIER, SARAH M.	T0040000	Construction Admin - gis exhibits	0	0	0	1	0	0	0	1

**REQUISITION NO. 45**

**\$7,685,000**

**Viera East Community Development District  
(Brevard County, Florida)  
Special Revenue Assessment Bonds, Series 2020**

The undersigned, an Authorized Officer of Viera East Community Development District (the "District") hereby submits the following requisition for disbursement, under and pursuant to the terms of the Amended and Restated General Special Revenue Assessment Bond Resolution of the District adopted by the District on January 25, 2012, as amended and supplemented from time to time, and particularly as supplemented by the Second Supplemental Resolution (collectively, the "Resolution") adopted by the District's Board of Supervisors on November 21, 2019 (all capitalized terms used herein shall have the meaning ascribed to such term in the Resolution):

- (A) Requisition Number: 45
- (B) Name of Payee: Dewberry Engineering
- (C) Address of Payee: P.O. Box 821824, Philadelphia, PA 19182
- (D) Amount Payable: \$150

The Undersigned hereby certifies that this requisition is for engineering services from the Construction and Acquisition Fund that have not previously been paid.

Attached hereto are originals of the invoice(s) from the vendor of the services rendered with respect to which disbursement is hereby requested.

**VIERA EAST COMMUNITY  
DEVELOPMENT  
DISTRICT**

By: \_\_\_\_\_  
Authorized Officer

**REQUISITION NO. 45**

**\$7,685,000**

**Viera East Community Development District  
(Brevard County, Florida)  
Special Revenue Assessment Bonds, Series  
2020**

**CONSULTING ENGINEER'S APPROVAL OF 2020 PROJECT COSTS**

The undersigned Consulting Engineer hereby certifies that this disbursement is for a Cost of the 2020 Project and is consistent with: (i) the applicable acquisition or construction contract; (ii) the plans and specifications for the portion of the 2020 Project with respect to which such disbursement is being made; and, (ii) the report of the Consulting Engineer for the 2020 Project, as such report shall have been amended or modified on the date hereof. The undersigned further certifies that (a) the 2020 Project improvements to be acquired have been completed in accordance with the plans and specifications therefore; (b) the 2020 Project improvements are constructed in a sound workmanlike manner and in accordance with industry standards; (c) the purchase price to be paid by the District for the 2020 Project improvements is no more than the lesser of (i) the fair market value of such improvements and (ii) the actual cost of construction of such improvements; (d) the plans and specifications for such portion of the 2020 Project improvements have been approved by all regulatory bodies required to approve them; (e) all currently required approvals and permits for the acquisition, construction, reconstruction, installation and/or equipping of the portion of the 2020 Project for which disbursement is made have been obtained from all applicable regulatory bodies; and (f) for that portion of the 2020 Project being acquired, the seller has paid all contractors, subcontractors, and materialmen that have provided services or materials in connection with the portion of the 2020 Project for which disbursement is made hereby.

[CONSULTING ENGINEER]

\_\_\_\_\_

Title: \_\_\_\_\_

# INVOICE



# Dewberry

**Please remit to:** DEWBERRY ENGINEERS INC.  
P.O. Box 821824  
Philadelphia, PA 19182-1824  
(703)849-0100 TIN: 13-0746510

**Bill To:** VIERA EAST CDD  
C/O GOVERNMENTAL MANAGEMENT SERVICES  
135 WEST CENTRAL BOULEVARD, STE 320  
ORLANDO FL 32801

**Invoice #:** 1948308  
**Invoice Date:** 4/14/2021  
**Due Date:** 5/14/2021  
**Client #:** 628087  
**Contract #:** 50132456  
**Batch #:** 3036763

**Work Performed Thru Period Ending** 3/26/2021

**Job:** 50132456 Viera East CDD Golf Renovation

### LUMP SUM BILLING

<u>Task ID</u>	<u>Task Description</u>	<u>Contract Amount</u>	<u>Pct Comp</u>	<u>Amount Earned</u>	<u>Previously Billed</u>	<u>Current Amount</u>
L003	PERMIT PREPARATION	2,500.00	.00	.00	.00	.00

### TIME & MATERIAL BILLING

<u>Task ID</u>	<u>Task Description</u>	<u>CURRENT PERIOD BILLING</u>			
<u>Description</u>	<u>Prev Amount Billed</u>	<u>Hours</u>	<u>Rate</u>	<u>Amount</u>	
T002	DESIGN DOCUMENTS				
ENGINEER IV		1.00	150.000	\$ 150.00	
	<b>TOTAL HOURLY LABOR</b>	1.00		\$ 150.00	
	<b>TOTAL FOR</b>	<b>T002</b>		<b>\$ 150.00</b>	

**TOTAL FOR JOB:** 50132456 \$ 150.00

**TOTAL INVOICE AMOUNT DUE \$ 150.00**  
**BY 5/14/2021**

*Please Reference Invoice Number with Payment*

**NOTE: Dewberry will not ask our clients to update any banking information via email. Please call Richard Goldstein directly at 703.849.0219 to request or verify our banking information or account number.**

*This invoice is due and payable within 30 days of the invoice date. Any questions pertaining to the above should be brought to the attention of Dewberry immediately. Thank you.*

This invoice accurately reflects the terms and conditions of our agreement and the amount hereon is correct.  
PETER NASSIF ARMANS

Dewberry complies with Section 202 of Executive Order 11246 as amended by Executive Order 11375.



50132456  
Viera East CDD Golf Renovation

start_date	end_date	emp_id	fullname	cost_code	description	SAT	SUN	MON	TUE	WED	THU	FRI	TOTAL
2/27/2021	3/5/2021	957610	ARMANS, PETER N.	T0020000	Design Documents	0	0	0	0.5	0.5	0	0	1

## SECTION VIII



# SECTION A

**Viera East**  
**Community Development District**  
 Check Register Summary  
 May 21, 2021 through June 17, 2021

Fund	Date	Check #'s	Amount
<i>General Fund</i>			
	5/21/21	4202	\$ 1,557.50
	5/27/21	4203-4210	\$ 197,501.35
	6/3/21	4211-4212	\$ 88.36
	6/10/21	4213-4219	\$ 26,058.22
	6/17/21	4220-4223	\$ 1,144.09
		<u>Sub-Total</u>	<u>\$ 226,349.52</u>
<i>Golf Course</i>			
	5/21/21	28630-28636	\$ 4,267.00
	5/27/21	28637-28652	\$ 25,747.57
	6/3/21	28653-28663	\$ 6,449.72
	6/10/21	28664-28679	\$ 14,558.48
	6/17/21	28680-28701	\$ 37,958.03
		<u>Sub-Total</u>	<u>\$ 88,980.80</u>
<b>Total</b>			<b>\$ 315,330.32</b>

CHECK DATE	VEND#	INVOICE DATE	YRMO	DPT ACCT#	SUB	SUBCLASS	VENDOR NAME	STATUS	AMOUNT	....CHECK.... AMOUNT
5/21/21	00626	5/07/21	1541249	202105	310-51300-31500		SHUTTS & BOWEN LLP	*	1,557.50	1,557.50 004202
5/27/21	00034	5/11/21	112086 M	202105	340-53800-47300		1705 CRANE CREEK BLVD	*	609.28	609.28
5/27/21	00245	3/29/21	5350	202105	340-53800-47300		CITY OF COCOA	*	1,770.00	609.28 004203
5/27/21	00176	5/17/21	10916753	202105	340-53800-47500		PROFESSIONAL IRRIGATION SERVICE	*	882.05	1,770.00 004204
5/27/21	00043	5/27/21	05272021	202105	340-58100-10300		SITEONE LANDSCAPE SUPPLY, LLC	*	519.00	882.05 004205
5/27/21	00212	5/15/21	8157274	202105	340-53800-47400		STATE BOARD OF ADMINISTRATION	*	2,298.44	519.00 004206
5/27/21	00188	5/04/21	924 0034	202105	340-53800-54100		TIAA COMMERCIAL FINANCE, INC.	*	49.03	2,298.44 004207
5/11/21	924 0035	202105	340-53800-54100					*	49.03	49.03
5/18/21	924 0036	202105	340-53800-54100					*	49.03	49.03
5/25/21	924 0037	202105	340-53800-54100					*	49.03	49.03
5/27/21	00017	3/25/21	03252021	202105	300-20700-10000		UNIFIRST CORPORATION	*	82,260.15	196.12 004208
5/27/21	00134	5/27/21	05272021	202105	300-20700-10100		MARCH-APRIL PAYROLL	*	21,333.46	82,260.15
5/27/21	00221	5/30/21	00058831	202105	340-53800-22000		GF MAINT PREMIUM	*	47.48	21,333.46
6/03/21	00221	5/30/21	00058831	202105	340-53800-22000		GF MAINT PREMIUM	*	47.48	103,593.61 004209
							VIERA EAST CDD - GOLF COURSE	*	87,632.85	87,632.85
							VIERA EAST CDD - SERIES 2006	*	87,632.85	87,632.85 004210
							COMBINED INSURANCE COMPANY	*	47.48	47.48
							VIERA EAST-- HSMITH	*	47.48	47.48 004211

CHECK DATE	VEND#	INVOICE DATE	EXPENSED TO...	YRMO	DPT	ACCT#	SUB	SUBCLASS	VENDOR NAME	STATUS	AMOUNT	CHECK AMOUNT
6/03/21	00177	5/27/21	3067438	202105	340	53800	51000		MONITOR STAND	*	21.39	
6/03/21	00177	5/31/21	05312021	202105	310	51300	49200		MILEAGE REIMBURSEMENT	*	19.49	
6/10/21	00222	5/28/21	172680	202105	340	53800	49000		INES CAMPOS CONSERVATION AREA SIGN	*	1,489.32	40.88 004212
6/10/21	00159	5/13/21	1959584	202105	310	51300	31100		ALLEGRA-ROCKLEDGE ENGINEERING FEES	*	85.00	1,489.32 004213
6/10/21	00040	5/06/21	395660	202105	330	53800	47200		DEWBERRY ENGINEERS, INC.	*	693.12	85.00 004214
6/10/21	00040	5/06/21	397091	202105	330	53800	47200		AWC MTHLY SVC MAY2021	*	200.00	
6/10/21	00040	5/10/21	399011	202105	330	53800	47200		LAWN MTHLY SVC MAY2021	*	345.00	
6/10/21	00040	5/18/21	398661	202105	330	53800	47200		AWC-MIDGE	*	200.00	
6/10/21	00040	5/28/21	398658	202105	330	53800	47200		NATURAL AREA MGMT	*	3,554.88	
6/10/21	00040	5/28/21	398659	202105	330	53800	47200		AWC	*	3,493.20	
6/10/21	00242	4/30/21	00038658	202104	310	51300	48000		ECOR INDUSTRIES, INC. NOTICE OF BOS MEETING	*	531.73	8,486.20 004215
6/10/21	00126	6/01/21	402	202106	310	51300	34000		FLORIDA TODAY COMMUNICATIONS MANAGEMENT FEES JUN2021	*	8,370.00	531.73 004216
6/10/21	00126	6/01/21	402	202106	310	51300	35100		INFORMATION TECH JUN2021	*	283.33	
6/10/21	00126	6/01/21	402	202106	310	51300	31700		DISSEMINATION SVC JUN2021	*	83.33	
6/10/21	00126	6/01/21	402	202106	320	53800	51000		OFFICE SUPPLIES	*	10.00	
6/10/21	00126	6/01/21	402	202106	310	51300	42500		COPIES	*	74.10	
6/10/21	00246	6/01/21	19034387	202106	340	53800	54500		GOVERNMENTAL MANAGEMENT SERVICES FIRE/BURGLARY ALARM	*	511.54	8,820.76 004217
6/10/21	00246	6/01/21	19034387	202106	340	53800	54500		MARLIN BUSINESS BANK	*	511.54	511.54 004218

VIER --VIERA EAST-- HSMITH



CHECK DATE	VEND#	INVOICE DATE	YRMO	DPT	ACCT#	SUB	SUBCLASS	VENDOR NAME	STATUS	AMOUNT	CHECK#
5/21/21	00448	5/07/21	775893	202105	390-57200-51150			ATCO INTERNATIONAL	*	195.74	195.74 028630
5/21/21	01380	5/17/21	1325	202105	320-57200-54500			BLACK HOLE MAKERS LLC	*	572.00	572.00 028631
5/21/21	00920	5/07/21	48995	202105	390-57200-47300			GOLF SPECIALTIES INC	*	335.03	335.03
5/21/21	01358	4/30/21	08804292	202104	390-57200-54200			NEXAIR, LLC	*	33.82	33.82 028633
5/21/21	00807	5/18/21	924 0036	202105	390-57200-54100			UNIFORMS 5/18/21	*	143.58	143.58
5/21/21	01502	5/11/21	02-VECDD	202105	320-57200-48000			SOCIAL MEDIA MARKETING	*	1,200.00	1,200.00 028634
5/21/21	01165	5/10/21	63417349	202105	300-13100-10000			ADMIN PREMIUM	*	161.55	161.55
5/10/21		5/10/21	63417349	202105	300-13100-10000			GF MAINT PREMIUM	*	200.65	200.65
5/10/21		5/10/21	63417349	202105	340-57200-22000			OPS PREMIUM	*	42.50	42.50
5/10/21		5/10/21	63417349	202105	390-57200-22000			GC MAINT PREMIUM	*	377.03	377.03
5/27/21	00782	5/24/21	65860	202105	340-57200-51100			MAT	*	25.50	25.50
5/24/21		5/24/21	65860	202105	320-57200-51100			MATS	*	74.59	74.59
5/27/21	01485	5/18/21	91103608	202105	300-14200-10000			GOLF GLOVES	*	626.25	626.25
5/20/21		5/20/21	91105242	202105	300-14200-10000			GOLF BALLS	*	488.31	488.31
								ACUSHNET COMPANY			1,114.56 028638

VIER --VIERA EAST-- HSMITH

CHECK DATE	VEND#	INVOICE DATE	YRMO	DPT	ACCT#	SUB	SUBCLASS	VENDOR NAME	STATUS	AMOUNT	CHECK AMOUNT
5/27/21	01380	5/17/21	1325A		202105	320-57200-54500		BLACK HOLE MAKERS LLC	*	135.00	135.00 028639
			TB	SSD							
5/27/21	00324	5/12/21	10029650		202105	300-14200-10000		BRIDGESTONE GOLF, INC.	*	66.08	66.08 028640
5/27/21	00024	5/12/21	70192	MA	202105	390-57200-43000			*	401.57	401.57 028641
5/13/21	112664	M	202105		320-57200-43000				*	316.66	316.66 028642
5/13/21	112664	M	202105		330-57200-43000				*	316.66	316.66 028643
5/13/21	112664	M	202105		350-57200-43000				*	316.66	316.66 028644
5/14/21	141774	M	202105		320-57200-43000				*	70.10	70.10 028645
5/27/21	00364	5/23/21	05232021		202105	320-57200-46000		CITY OF COCOA UTILITIES	*	19.22	19.22 028646
5/27/21	01333	5/15/21	05152021		202105	320-57200-46000		DAVID JUDY	*	284.86	284.86 028647
5/27/21	01391	5/25/21	9193		202105	390-57200-46000		DIVOTS GRILLE	*	561.00	561.00 028648
5/27/21	00272	5/14/21	99020239		202105	390-57200-46000		FLORIDA COAST EQUIPMENT INC	*	260.09	260.09 028649
5/16/21	01324	5/16/21	05162021		202105	390-57200-51100		GRAINGER INC	*	32.08	32.08 028650
5/16/21	05162021	202105	300-13100-10000						*	72.19	72.19 028651
5/16/21	05162021	202105	300-13100-10000						*	626.75	626.75 028652

VIER --VIERA EAST-- HSMITH

CHECK DATE	VEND#	INVOICE DATE	YRMO	DPT	ACCT#	SUB	SUBCLASS	VENDOR NAME	STATUS	AMOUNT	....CHECK.... AMOUNT #
5/16/21		05162021	202105	300	-13100	-10000			*	9.86	
		POSTAGE									
5/16/21		05162021	202105	300	-13100	-10000			*	33.33	
		GUAGE									
5/16/21		05162021	202105	320	-57200	-34100			*	12.99	
		AMAZON PRIME MEMBERSHIP									
5/16/21		05162021	202105	320	-57200	-48000			*	217.50	
		JOB POSTING CRAIGSLIST									
5/16/21		05162021	202105	320	-57200	-51200			*	100.00	
		NICKLAUS COURSE									
5/16/21		05162021	202105	300	-13100	-10000			*	9.45	
		POSTAGE									
5/16/21		05162021	202105	320	-57200	-41000			*	106.00	
		CRICKET WIRELESS									
5/16/21		05162021	202105	300	-13100	-10000			*	37.80	
		POSTAGE									
5/16/21		05162021	202105	390	-57200	-51100			*	169.99	
		RETURN OF 1 TIME CLOCK									
5/16/21		05162021	202105	300	-14200	-10000			*	249.97	
		US AWARDS									
REGIONS BANK											
5/14/21	01334	10909436	202105	390	-57200	-47500			*	865.13	1,337.93 028646
		POST EMERGENT WATER									
SITEONE LANDSCAPE SUPPLY, LLC											
5/22/21	01210	80623507	202105	320	-57200	-51000			*	96.47	865.13 028647
		OFFICE SUPPLIES									
STAPLES ADVANTAGE											
5/27/21	00434	MAY 2021	202105	390	-58100	-10300			*	13,379.56	96.47 028648
		TRANSFER OUT IMPACT FEE									
STATE BOARD OF ADMINISTRATION											
5/19/21	01366	7065653	202105	390	-57200	-54600			*	5,115.96	13,379.56 028649
		TORO TURF PACKAGE									
5/20/21		7067249	202105	390	-57200	-54600			*	373.49	
		KUBOTA LELY BRODCAST									
TCF NATIONAL BANK											
5/25/21	00807	924 0037	202105	390	-57200	-54100			*	143.56	5,489.45 028650
		UNIFORMS 5/25/21									
UNIFIRST CORPORATION											
5/18/21	00117	41016888	202105	390	-57200	-46000			*	205.47	143.56 028651
		BEDKNIFE TOURNAMENT CUT									
WESCOTURF INC.											
											205.47 028652

VIER ---VIERA EAST--- HSMITH



CHECK DATE	VEND#	INVOICE DATE	EXPENSED TO...	YRMO	DPT	ACCT#	SUB	SUBCLASS	VENDOR NAME	STATUS	AMOUNT	CHECK AMOUNT
6/03/21	01485	5/27/21	91111149	202105	300-14200-10000				GOLF GLOVES	*	776.32	
6/03/21	01485	5/28/21	91111950	202105	300-14200-10000				GOLF BALLS	*	170.03	
6/03/21	01380	5/27/21	1346	202105	320-57200-54500				ACUSHNET COMPANY	*	1,035.00	946.35 028653
6/03/21	01132	6/01/21	3682663-	202106	300-13100-10000				BLACK HOLE MAKERS LLC	*	173.16	1,035.00 028654
6/03/21	01333	6/01/21	3682663-	202106	300-13100-10000				GF ADMIN PREMIUM	*	151.13	
6/03/21	01333	6/01/21	3682663-	202106	390-57200-22000				GF MAINT PREMIUM	*	202.30	
6/03/21	01333	6/01/21	06012021	202106	300-34700-00714				COLONIAL LIFE	*	950.00	526.59 028655
6/03/21	00483	5/24/21	902657-G	202105	300-13100-10000				WOMENS GOLF DAY EVENT	*	232.36	950.00 028656
6/03/21	00483	5/24/21	902657-G	202105	390-57200-46000				DIVOTS GRILLE	*	331.39	
6/03/21	00483	5/24/21	902657-G	202105	390-57200-47100				GC MAINT SUPPLIES	*	90.43	
6/03/21	00483	5/24/21	902657-G	202105	390-57200-51100				GC IRRIGATION SUPPLIES	*	28.97	
6/03/21	00483	5/24/21	902657-G	202105	390-57200-51150				GC OPERATING SUPPLIES	*	104.49	
6/03/21	01366	5/24/21	7070501	202106	390-57200-54600				LOWE'S	*	652.34	787.64 028657
6/03/21	00068	5/25/21	9147445-	202106	320-57200-34100				TORO WORKMAN HDX	*	501.64	652.34 028658
6/03/21	00068	5/25/21	9147829-	202106	390-57200-47900				TCF NATIONAL BANK	*	200.79	
6/03/21	01397	5/27/21	742010	202105	350-57200-46100				6 YARD DUMPSTER 3X WEEK	*	97.00	702.43 028659
6/03/21	01397	5/27/21	742010	202105	350-57200-46100				6 YARD DUMPSTER	*	97.00	
6/03/21	01397	5/27/21	742010	202105	350-57200-46100				WASTE MANAGEMENT	*	97.00	

VIER --VIERA EAST-- HSMITH

CHECK DATE	VEND#	INVOICE DATE	INVOICE YRMO	DPT ACCT#	SUB	SUBCLASS	VENDOR NAME	STATUS	AMOUNT	CHECK AMOUNT
6/03/21	01509	5/27/21	742063	202105	350-57200-46100		YAMAHA MOTOR FINANCE CORP, USA	*	164.00	261.00 028660
			1 YULAS GOLF CAR						420.09	
6/03/21	00807	5/25/21	24286185	202105	390-57200-47500		HELENA AGRI-ENT., LLC	*	43.56	420.09 028661
			HEL-FIRE						124.72	
			UNIFORMS 6/1/21						43.56	
6/03/21	00117	5/26/21	41018309	202105	390-57200-46000		UNIFIRST CORPORATION	*	124.72	43.56 028662
			TRACTION CABLE						124.72	
6/10/21	00782	6/07/21	66778	202106	340-57200-51100		WESCOTURF INC.	*	25.50	124.72 028663
			MATS						74.59	
			6/07/21 66778	202106	320-57200-51100			*	74.59	
			MATS						340.91	
6/10/21	01485	5/28/21	91112497	202105	300-14200-10000		A LINEN CONNECTION	*	340.91	100.09 028664
			GOLF CLUBS						340.91	
6/10/21	01371	6/02/21	06022021	202106	300-15500-10000		ACUSHNET COMPANY	*	195.98	340.91 028665
			SECURITY						195.98	
6/10/21	01463	5/26/21	4540-05	202105	300-20200-10100		ADT SECURITY SERVICES	*	140.00	195.98 028666
			SR 2012 ARBITRAGE						140.00	
			5/26/21 4540-05	202105	310-57200-31600			*	62.00	
			SR 2012 ARBITRAGE						62.00	
			5/26/21 4540-05	202105	300-15500-10000			*	248.00	
			SR 2012 ARBITRAGE						248.00	
6/10/21	01511	6/01/21	0654670	202106	390-57200-47300		AMTEC	*	765.00	450.00 028667
			COMPOST						765.00	
6/10/21	01241	5/31/21	21MAY-10	202105	320-57200-46000		BRITTON INDUSTRIES	*	250.00	765.00 028668
			WINDOW CLEANING						250.00	
			CRYSTAL HI RISE, INC.						250.00	

VIER --VIERA EAST-- HSMITH

CHECK DATE	VEND#	.....INVOICE.....	....EXPENSED TO....	YRMO	DPT	ACCT#	SUB	SUBCLASS	VENDOR NAME	STATUS	AMOUNT	....CHECK.....
DATE	INVOICE	INVOICE	YRMO	DPT	ACCT#	SUB	SUBCLASS	VENDOR NAME	STATUS	AMOUNT	AMOUNT	#
6/10/21	01388	5/27/21 AR635367	202105	390	57200	54600		DEX IMAGING	*	213.52	213.52	028670
		PRINTER LEASE										
6/10/21	01333	5/16/21 05162021	202105	300	34700	00714		GIFT CARDS MAY 16-31	*	368.08	368.08	
6/10/21	01340	3/12/21 0156082-	202103	350	57200	51300		DIVOTS GRILLE	*	542.75	542.75	
		PICKER JUNE										
		3/12/21 0156082-	202103	300	15500	10000		PICKER JUL-SEPT	*	1,628.25	1,628.25	
6/10/21	01503	6/03/21 30000713	202106	320	57200	54000		EASY PICKER GOLF PRODUCTS, INC.	*	125.00	125.00	028672
		SUPERINTENDENT DUES										
6/10/21	01391	5/25/21 9421	202105	390	57200	46000		FLORIDA GCSAA	*	561.00	561.00	028673
		GC MAINT REPAIR										
6/10/21	00587	6/03/21 638762	202106	390	57200	46110		FLORIDA COAST EQUIPMENT INC	*	1,282.64	1,282.64	028674
		ULSD GC										
		6/03/21 638762	202106	300	13100	10000		ULSC GF	*	631.76	631.76	
		6/03/21 638763	202106	390	57200	46110		NON ETHANOL GC	*	570.96	570.96	
		6/03/21 638763	202106	390	57200	46110		NON ETHANOL GF	*	380.64	380.64	
6/10/21	01071	6/01/21 403	202106	310	57200	31700		GLOVER OIL COMPANY INC	*	83.33	83.33	028675
		DISSEMINATION SVC JUN2021										
6/10/21	01366	5/29/21 7082652	202105	390	57200	54600		GOVERNMENTAL MANAGEMENT SERVICES	*	1,065.98	1,065.98	028676
		TORO REELMASTER 5010-H										
6/10/21	00913	3/25/21 6072986	202105	300	20200	10100		TCF NATIONAL BANK	*	2,391.69	2,391.69	028677
		SR 2012 TRUSTEE FEES										
		3/25/21 6072986	202105	310	57200	31900		SR 2012 TRUSTEE FEES	*	339.49	339.49	
		3/25/21 6072986	202105	300	15500	10000		SR 2012 TRUSTEE FEES	*	1,357.93	1,357.93	
								U.S. BANK				028678

VIER --VIERA EAST-- HSMITH

CHECK DATE	VEND#	INVOICE DATE	INVOICE YRMO	DPT ACCT#	SUB	SUBCLASS	VENDOR NAME	STATUS	AMOUNT	....CHECK.... AMOUNT #
6/10/21	00117	6/28/21	41018724	202105	390-57200-46000		DECK CHAMBER JUNE	*	304.50	
		6/28/21	41018724	202105	300-15500-10000		DECK CHAMBER JUL-AUG	*	608.98	
							WESCOTURF INC.			913.48 028679
6/17/21	00091	6/14/21	INV04835	202106	300-14200-10000		HEADWEAR	*	943.89	
							AHEAD LLC			943.89 028680
6/17/21	01222	6/08/21	06082021	202106	300-14200-10000		HOLE IN ONE PLAQUE	*	28.99	
							AL'S TROPHY SHOP			28.99 028681
6/17/21	00430	3/18/21	I2103187	202103	390-57200-49800		GOLF MAINT FIRST AID	*	112.30	
		6/15/21	I2106159	202106	390-57200-49800		CART BARN FIRST AID	*	63.95	
		6/15/21	I2106159	202106	390-57200-49800		GOLF MAINT FIRST AID	*	134.75	
							AMERICAN SAFETY & FIRST AID, INC.			311.00 028682
6/17/21	01445	6/09/21	57117	JU 202106	390-57200-43000		LED LIGHTING	*	201.80	
		6/09/21	57117	JU 202106	300-13100-10000		LED LIGHTING	*	201.80	
		6/09/21	57117	JU 202106	320-57200-43000		LED LIGHTING	*	201.80	
		6/09/21	57117	JU 202106	340-57200-43000		LED LIGHTING	*	201.79	
							BANLEACO			807.19 028683
6/17/21	01212	6/10/21	9212	202106	320-57200-34100		ANNUAL INSPECTION	*	269.00	
							BREVARD HOOD PROTECTION & SAFETY			269.00 028684
6/17/21	01370	6/08/21	837053	202106	390-57200-47500		MAGNESIUM JUNE	*	937.50	
		6/08/21	837053	202106	300-15500-10000		MAGNESIUM JUL-SEPT	*	2,812.50	
							BRONSONS TURF & HORTICULTURE			3,750.00 028685
6/17/21	01481	6/07/21	06072021	202106	320-57200-54000		REIMBURSE	*	84.00	
							CHRISTOPHER THOMAS GAME			84.00 028686

VIER --VIERA EAST-- HSMITH

CHECK DATE	VEND#	INVOICE DATE	INVOICE YRMO	DPT ACCT#	SUB	SUBCLASS	VENDOR NAME	STATUS	AMOUNT	....CHECK.... AMOUNT
6/17/21	01335	6/10/21	21695553	202106	390-57200-54600		DLL FINANCE LLC	*	15,503.16	15,503.16 028687
6/17/21	00947	5/20/21	4475344	202105	390-57200-46500		PEST CONTROL	*	87.65	
		5/20/21	4475344	202105	330-57200-46400		PEST CONTROL	*	95.11	
		5/20/21	4475344	202105	340-57200-46400		PEST CONTROL	*	95.11	
		6/17/21	4666858	202106	390-57200-46500		PEST CONTROL	*	87.65	
		6/17/21	4666858	202106	330-57200-46400		PEST CONTROL	*	95.11	
		6/17/21	4666858	202106	340-57200-46400		PEST CONTROL	*	95.11	
							ECOLAB PEST ELIMINATION			555.74 028688
6/17/21	01394	6/02/21	62617958	202106	330-57200-54600		DISH MACHINE RENTAL	*	99.33	
							ECOLAB			99.33 028689
6/17/21	00076	6/08/21	1128053	202106	300-13100-10500		2300 CLUBHOUSE DR	*	193.11	
							FLORIDA CITY GAS			193.11 028690
6/17/21	00035	6/10/21	33189	JU 202106	330-57200-43000		2300 CLUBHOUSE DR	*	700.94	
		6/10/21	33189	JU 202106	350-57200-43000		2300 CLUBHOUSE DR	*	700.94	
		6/10/21	42334	JU 202106	320-57200-43000		2200 CLUBHOUSE DR	*	50.40	
		6/10/21	42334	JU 202106	300-11500-10000		2200 CLUBHOUSE DR	*	28.85	
		6/10/21	45156	JU 202106	390-57200-43000		5250 MURRELL RD	*	2,109.28	
		6/10/21	45156	JU 202106	300-13100-10000		5250 MURRELL RD	*	527.31	
		6/10/21	52104	JU 202106	350-57200-43000		2300 CLUBHOUSE DR	*	770.06	
		6/10/21	57086	JU 202106	320-57200-43000		4563 BRAYWICK CT #BATH	*	30.18	
							FPL			4,917.96 028691
6/17/21	01372	6/02/21	29443784	202106	320-57200-34100		INSURANCE	*	120.32	

VIER --VIERA EAST-- HSMITH

CHECK DATE	VEND#	INVOICE DATE	INVOICE YRMO	DPT ACCT#	SUB	SUBCLASS	VENDOR NAME	STATUS	AMOUNT	....CHECK.... AMOUNT #
6/02/21	29443784	202106	300-13100-10000				INSURANCE	*	120.31	240.63 028692
6/17/21	01358	08891182	202105	390-57200-54200			GREAT AMERICA FINANCIAL SVCS CYLINDER RENTAL	*	30.58	
6/17/21	01334	10981324	202106	300-13100-10000			NEXAIR, LLC HERBICIDE JUL-SEP	*	2,593.35	30.58 028693
6/03/21	10981324	202106	390-57200-47500				HERBICIDE JUNE	*	864.45	
6/03/21	10981324	202106	390-57200-51100				MARKING FLAG	*	18.20	
6/16/21	32281051	202106	340-57200-51100				SITEONE LANDSCAPE SUPPLY, LLC OPERATING SUPPLIES	*	931.32	3,476.00 028694
6/07/21	7096390	202106	390-57200-54600				SYSCO CUSHMAN HAULER 800X	*	419.64	931.32 028695
6/14/21	061421	202106	390-57200-47100				TCF NATIONAL BANK MAIN LOGIC BOARD REBUILT	*	320.00	419.64 028696
6/07/21	243481	202106	390-57200-47500				TURFTRONICS, INC. TURF CHEM JUNE	*	920.00	320.00 028697
6/07/21	243481	202106	300-15500-10000				TURF CHEM JUL-SEPT	*	2,760.00	
6/08/21	924 0039	202106	390-57200-54100				TRIGON TURF SCIENCES UNIFORMS 6/8/21	*	143.56	3,680.00 028698
6/08/21	924 0039	202106	390-57200-54100				CREDIT	*	190.63	
6/15/21	924 0040	202106	390-57200-54100				UNIFORMS 6/15/21	*	143.56	
6/11/21	02-VECDD	202106	320-57200-48000				UNIFIRST CORPORATION SOCALL MEDIA MARKETING	*	1,200.00	96.49 028699
							UNIQUE WEBB CONSULTING			1,200.00 028700

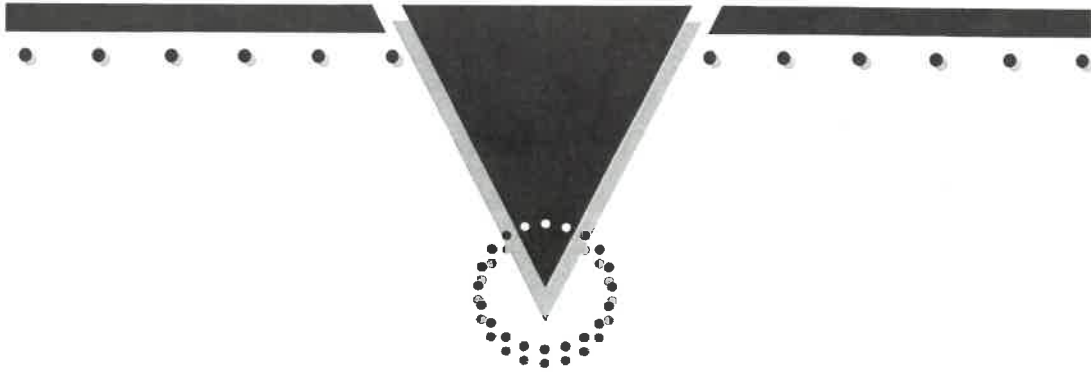
VIER --VIERA EAST-- HSMITH

CHECK DATE	VEND#	DATE	INVOICE	YRMO	DPT	ACCT#	SUB	SUBCLASS	VENDOR NAME	STATUS	AMOUNT	....CHECK.... AMOUNT #
6/17/21	01421	5/31/21	0521-TR7	202105	300	13100	10000		WAGEWORKS GF ADMIN	*	8.33	
		5/31/21	0521-TR7	202105	300	13100	10000		WAGEWORKS GF MAINT	*	33.33	
		5/31/21	0521-TR7	202105	390	57200	22000		WAGEWORKS GC MAINT	*	58.34	
-----												
WAGEWORKS, INC.											100.00	028701
-----												
TOTAL FOR BANK B											88,980.80	
TOTAL FOR REGISTER											88,980.80	

VIER --VIERA EAST-- HSMITH

# SECTION B





**Viera East  
Community Development  
District**

**Unaudited Financial Reporting**

**May 31, 2021**



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**Viera East**  
**Community Development District**  
 Combined Balance Sheet  
 May 31, 2021

**Governmental Fund Types**

	<b><u>General</u></b>	<b><u>Capital Reserve</u></b>	<b><u>Debt Service</u></b>	<b><u>Capital Projects</u></b>	<b><u>Golf Course/Recreation</u></b>	<b><u>Totals (memorandum only)</u></b>
<b>Assets</b>						
Operating Account	\$532,781	\$83,593	---	---	\$718,814	\$1,335,188
Accounts Receivable	---	---	---	---	\$1,279	\$1,279
Rent Receivable	---	---	---	---	\$2,221	\$2,221
Due From Golf Course	\$52,328	---	---	---	---	\$52,328
Due From General Fund	---	---	\$72,248	---	\$45,866	\$118,114
Due From Capital Reserve	\$209	---	---	---	\$7,552	\$7,762
Due from Debt Service	\$11,030	---	---	---	\$22,922	\$33,953
Due from Other	---	---	---	---	\$2,881	\$2,881
Due from Capital Projects	---	\$62,609	---	---	\$750	\$63,359
Inventory - Pro Shop	---	---	---	---	\$37,657	\$37,657
<b>Investments:</b>						
State Board	---	\$103,123	---	---	---	\$103,123
Benefit Assessment- Series 2012	---	---	---	---	\$4,117	\$4,117
Reserve - Series 2012	---	---	---	---	\$7	\$7
Bond Service- Series 2012	---	---	---	---	\$280,128	\$280,128
Bond Service- Series 2006	---	---	\$395,168	---	---	\$395,168
Reserve- Series 2020	---	---	\$234,601	---	---	\$234,601
Temporary Interest Series 2020	---	---	\$270,938	---	---	\$270,938
Project- Series 2020	---	---	---	\$4,321,003	---	\$4,321,003
Improvements (Net of Depreciation)	---	---	---	---	\$1,130,855	\$1,130,855
Prepaid Expenses- Debt	---	---	---	---	\$177,083	\$177,083
Prepaid Expenses- Operations	\$7,304	---	---	---	\$83,674	\$90,978
<b>Total Assets</b>	<b>\$603,653</b>	<b>\$249,324</b>	<b>\$972,953</b>	<b>\$4,321,003</b>	<b>\$2,515,808</b>	<b>\$8,662,741</b>
<b>Liabilities</b>						
Accounts Payable	\$17,155	---	---	---	\$12,940	\$30,095
Accrued Expenses	\$3,134	---	---	---	\$11,841	\$14,974
Deferred Revenue- Season Advance	---	---	---	---	\$92,160	\$92,160
Deferred Revenue- Special Assessments O&M	---	---	---	---	\$6,077	\$6,077
Deferred Revenue- Special Assessments Debt	---	---	---	---	\$188,650	\$188,650
Deposit-Divots Grill	---	---	---	---	\$2,000	\$2,000
Due to General Fund	---	\$209	\$11,030	---	\$52,328	\$63,568
Accrued Interest Payable	---	---	---	---	\$53,960	\$53,960
Sales Tax Payable	---	---	---	---	\$3,219	\$3,219
Event Deposits	---	---	---	---	(\$1,560)	(\$1,560)
Due to Golf Course	\$45,824	\$7,552	\$22,922	---	---	\$76,299
Due to Debt Service	\$72,248	---	---	---	---	\$72,248
Due to Capital Reserve	---	---	---	\$62,609	\$11,284	\$73,893
Accrued Payroll Payable	\$4,948	---	---	---	---	\$4,948
Bonds Payable - Series 2012	---	---	---	---	\$2,895,000	\$2,895,000
Bond Discount	---	---	---	---	(\$15,817)	(\$15,817)
Deferred Loss	---	---	---	---	(\$159,029)	(\$159,029)
<b>Fund Equity</b>						
Net Assets	---	---	---	---	(\$637,247)	(\$637,247)
<b>Fund Balances</b>						
Assigned - First Quarter	\$176,000	---	---	---	---	\$176,000
Nonspendable - Prepaid Expense	\$7,304	---	---	---	---	\$7,304
Unassigned	\$277,040	---	---	---	---	\$277,040
Assigned- Capital Reserve Fund	---	\$241,563	---	---	---	\$241,563
Restricted for Capital Projects	---	---	---	\$4,258,395	---	\$4,258,395
Restricted for Debt Service	---	---	\$939,001	---	---	\$939,001
<b>Total Liabilities, Fund Equity, Other</b>	<b>\$603,653</b>	<b>\$249,324</b>	<b>\$972,953</b>	<b>\$4,321,003</b>	<b>\$2,515,808</b>	<b>\$8,662,741</b>

**Viera East**  
**Community Development District**  
 General Fund  
 Statement of Revenues & Expenditures  
 For Period Ending May 31, 2021

	Adopted Budget	Prorated Budget 5/31/21	Actual 5/31/21	Variance
<i>Revenues</i>				
Maintenance Assessments	\$808,157	\$808,157	\$799,712	(\$8,444)
Golf Course Administrative Services	\$56,280	\$37,520	\$37,520	\$0
Donations for Park Material	\$0	\$0	\$2,000	\$2,000
Interest Income	\$100	\$67	\$4	(\$63)
<b>Total Revenues</b>	<b>\$864,536</b>	<b>\$845,743</b>	<b>\$839,236</b>	<b>(\$6,507)</b>

*Administrative Expenditures*

Supervisors Fees	\$30,496	\$20,331	\$20,667	(\$337)
Engineering Fees	\$5,000	\$3,333	\$1,475	\$1,858
Attorney's Fees	\$5,000	\$3,333	\$8,446	(\$5,113)
Dissemination	\$1,000	\$667	\$667	\$0
Trustee Fees	\$5,600	\$3,733	\$4,307	(\$573)
Annual Audit	\$6,500	\$4,333	\$2,200	\$2,133
Collection Agent	\$2,500	\$1,667	\$1,667	(\$0)
Management Fees	\$100,440	\$66,960	\$66,960	\$0
Postage	\$1,500	\$1,000	\$1,778	(\$778)
Printing & Binding	\$2,500	\$1,667	\$958	\$709
Insurance- Liability	\$7,475	\$4,983	\$6,083	(\$1,100)
Legal Advertising	\$1,500	\$1,000	\$1,371	(\$371)
Other Current Charges	\$1,500	\$1,000	\$320	\$680
Office Supplies	\$1,500	\$1,000	\$112	\$888
Dues & Licenses	\$175	\$117	\$117	(\$0)
Information Technology	\$3,400	\$2,267	\$2,267	\$0
<b>Total Administrative</b>	<b>\$176,086</b>	<b>\$117,391</b>	<b>\$119,394</b>	<b>(\$2,003)</b>

**Viera East**  
**Community Development District**  
 General Fund  
 Statement of Revenues & Expenditures  
 For Period Ending May 31, 2021

	Adopted Budget	Prorated Budget 5/31/21	Actual 5/31/21	Variance
<i><u>Operating Expenditures</u></i>				
Salaries	\$149,299	\$99,533	\$96,999	\$2,534
Administrative Fee	\$1,659	\$1,106	\$1,545	(\$439)
FICA Expense	\$11,421	\$7,614	\$6,088	\$1,526
Employee Insurance	\$16,914	\$11,276	\$10,562	\$714
Workers Compensation	\$2,926	\$1,951	\$2,662	(\$712)
Unemployment	\$853	\$569	\$992	(\$424)
Other Contractual	\$7,500	\$5,000	\$5,276	(\$276)
Training	\$500	\$333	\$0	\$333
Uniforms	\$500	\$333	\$0	\$333
<b>Total Operating</b>	<b>\$191,572</b>	<b>\$127,715</b>	<b>\$124,124</b>	<b>\$3,590</b>
<i><u>Maintenance Expenditures</u></i>				
Canal Maintenance	\$14,000	\$9,333	\$0	\$9,333
Lake Bank Restoration	\$60,000	\$60,000	\$57,000	\$3,000
Environmental Services	\$20,000	\$13,333	\$2,812	\$10,521
Water Management System	\$99,000	\$66,000	\$70,717	(\$4,717)
Control Burns	\$15,000	\$10,000	\$2,790	\$7,210
Contingencies	\$2,000	\$1,333	\$0	\$1,333
Fire Line Maintenance	\$3,000	\$2,000	\$800	\$1,200
Basin Repair	\$4,000	\$2,667	\$0	\$2,667
<b>Total Maintenance</b>	<b>\$217,000</b>	<b>\$164,667</b>	<b>\$134,119</b>	<b>\$30,548</b>

**Viera East**  
**Community Development District**  
 General Fund

Statement of Revenues & Expenditures  
 For Period Ending May 31, 2021

	Adopted Budget	Prorated Budget 5/31/21	Actual 5/31/21	Variance
<i>Grounds Maintenance Expenditures</i>				
Salaries	\$140,787	\$93,858	\$87,426	\$6,432
Administrative Fees	\$3,684	\$2,456	\$2,330	\$126
FICA	\$10,770	\$7,180	\$6,450	\$730
Health Insurance	\$18,818	\$12,545	\$11,021	\$1,524
Workers Compensation	\$2,759	\$1,839	\$2,368	(\$529)
Unemployment	\$2,120	\$1,413	\$1,709	(\$295)
Telephone	\$6,250	\$4,167	\$4,558	(\$391)
Utilities	\$5,500	\$3,667	\$4,658	(\$992)
Property Appraiser Insurance	\$1,990	\$1,990	\$1,989	\$2
Repairs	\$15,000	\$10,000	\$14,811	(\$4,811)
Fuel	\$10,000	\$6,667	\$7,135	(\$468)
Park Maintenance	\$2,500	\$1,667	\$3,163	(\$1,496)
Sidewalk Maintenance	\$5,000	\$3,333	\$0	\$3,333
Chemicals	\$4,000	\$2,667	\$1,641	\$1,025
Contingencies	\$4,000	\$4,000	\$6,244	(\$2,244)
Refuse	\$6,000	\$4,000	\$3,360	\$640
Office Supplies	\$750	\$750	\$765	(\$15)
Uniforms	\$3,000	\$2,000	\$1,721	\$279
Fire Alarm System	\$6,500	\$4,333	\$4,758	(\$424)
Rain Bird Pump System	\$27,576	\$18,384	\$18,617	(\$233)
Park Materials	\$0	\$0	\$2,347	(\$2,347)
<b>Total Grounds Maintenance</b>	<b>\$278,667</b>	<b>\$188,025</b>	<b>\$188,069</b>	<b>(\$44)</b>
<b>Total Expenditures</b>	<b>\$863,325</b>	<b>\$597,797</b>	<b>\$565,706</b>	<b>\$32,091</b>
<b>Operating Income (Loss)</b>	<b>\$1,211</b>	<b>\$247,946</b>	<b>\$273,530</b>	<b>\$25,584</b>
<i>Non Operating Revenues/(Expenditures)</i>				
Reserve Funding- Transfer Out (Capital Reserve)	(\$1,211)	(\$519)	(\$519)	\$0
Reserve Funding- Transfer Out (Excess)	\$0	\$0	\$0	\$0
<b>Total Non Operating Revenues/(Expenditures)</b>	<b>(\$1,211)</b>	<b>(\$519)</b>	<b>(\$519)</b>	<b>\$0</b>
<b>Excess Revenue/(Expenditures)</b>	<b>(\$0)</b>	<b>\$247,427</b>	<b>\$273,011</b>	<b>\$25,584</b>
<b>Beginning Fund Balance</b>	<b>\$0</b>		<b>\$187,333</b>	
<b>Ending Fund Balance</b>	<b>\$0</b>		<b>\$460,344</b>	

**Viera East**  
**Community Development District**  
 Capital Reserve Fund  
 Statement of Revenues & Expenditures  
 For Period Ending May 31, 2021

	<b>Adopted Budget</b>	<b>Prorated Budget 5/31/21</b>	<b>Actual 5/31/21</b>	<b>Variance</b>
<b>Revenues</b>				
Interest Income	\$2,500	\$1,667	\$103	(\$1,564)
Reserve Funding - Transfer In (General)	\$1,211	\$519	\$519	\$0
Reserve Funding - Transfer In (Golf)	\$31,219	\$13,380	\$13,380	\$0
Reserve Funding - Transfer In (General Excess)	\$0	\$0	\$0	\$0
<b>Total Revenues</b>	<b>\$34,930</b>	<b>\$15,565</b>	<b>\$14,001</b>	<b>(\$1,564)</b>
<b>Expenditures</b>				
Capital Outlay	\$100,000	\$71,416	\$71,416	\$0
Truck Maintenance	\$25,000	\$0	\$0	\$0
Transfer Out	\$0	\$0	\$0	\$0
<b>Total Expenditures</b>	<b>\$125,000</b>	<b>\$71,416</b>	<b>\$71,416</b>	<b>\$0</b>
<b>Excess Revenues/(Expenditures)</b>	<b>(\$90,070)</b>		<b>(\$57,415)</b>	
<b>Beginning Fund Balance</b>			<b>\$298,978</b>	
<b>Ending Fund Balance</b>			<b>\$241,563</b>	

**Viera East  
Community Development District**

Capital Reserve Fund  
Capital Outlay Check Register Detail  
For Period Ending May 31, 2021

Check Date	Vendor	Detail	Amount
<b>Capital Outlay</b>			
<i>FY2021</i>			
2/18/21	Payne Restaurant Equipment	Machine & Dispenser	\$ 6,995.00
1/29/21	Amazon	Outdoor Convex Mirror	\$ 693.94
2/2/21	Amazon	WP Reflective Tape	\$ 71.98
2/2/21	Global Industrial	Post Guard Remove Bollard	\$ 3,624.59
3/4/21	Lowes	Posts for Mirror	\$ 209.30
3/25/21	Laceys Lock Services	Bollard Project	\$ 288.50
3/29/21	Landscape Depot	Playground Project	\$ 4,853.14
4/1/21	Rob Dale	Playground Caution Signs	\$ 47.60
2/26/21	Gary Yeomans Palms Bay	Ford Truck	\$ 51,797.85
3/29/21	Regions Bank	Vision Metalizers	\$ 428.64
4/1/21	Lowes	Bollard Project	\$ 193.24
4/8/21	ABC Contrete Cutting Inc	Bollard Project	\$ 1,292.65
5/19/21	Uline	Message Ctr Sign	\$ 750.00
5/19/21	Amazon	Playground Supplies	\$ 169.85
<b>Total</b>			<b>\$ 71,416.28</b>



# Viera East

## Community Development District

Debt Service Fund Series 2006  
Statement of Revenues & Expenditures  
For Period Ending May 31, 2021

	Adopted Budget	Prorated Budget 5/31/21	Actual 5/31/21	Variance
<b>Revenues</b>				
Special Assessments	\$2,376,297	\$2,376,297	\$2,351,466	(\$24,831)
Interest Income	\$1,500	\$1,000	\$46	(\$954)
<b>Total Revenues</b>	<b>\$2,377,797</b>	<b>\$2,377,297</b>	<b>\$2,351,512</b>	<b>(\$25,785)</b>
<b>Expenditures</b>				
<b>Series 2006</b>				
Interest-11/1	\$126,644	\$126,644	\$126,644	\$0
Interest-5/1	\$126,644	\$126,644	\$126,644	\$0
Principal-5/1	\$2,140,000	\$2,140,000	\$2,140,000	\$0
<b>Total Expenditures</b>	<b>\$2,393,288</b>	<b>\$2,393,288</b>	<b>\$2,393,288</b>	<b>\$0</b>
<b>Excess Revenues/(Expenditures)</b>	<b>(\$15,491)</b>		<b>(\$41,776)</b>	
<b>Beginning Fund Balance</b>	<b>\$522,357</b>		<b>\$475,238</b>	
<b>Ending Fund Balance</b>	<b>\$506,866</b>		<b>\$433,463</b>	

**Viera East**  
**Community Development District**  
 Debt Service Fund Series 2020  
 Statement of Revenues & Expenditures  
 For Period Ending May 31, 2021

	Adopted Budget	Prorated Budget 5/31/21	Actual 5/31/21	Variance
<b>Revenues</b>				
Interest Income	\$1,000	\$667	\$20	(\$647)
<b>Total Revenues</b>	<b>\$1,000</b>	<b>\$667</b>	<b>\$20</b>	<b>(\$647)</b>
<b>Expenditures</b>				
<u>Series 2020</u>				
Interest-11/1	\$52,679	\$52,679	\$52,679	\$0
Interest-5/1	\$90,308	\$90,308	\$90,308	\$0
<b>Total Expenditures</b>	<b>\$142,987</b>	<b>\$142,987</b>	<b>\$142,987</b>	<b>\$0</b>
<b>Excess Revenues/(Expenditures)</b>	<b>(\$141,987)</b>		<b>(\$142,967)</b>	
<b>Beginning Fund Balance</b>	<b>\$648,505</b>		<b>\$648,505</b>	
<b>Ending Fund Balance</b>	<b>\$506,518</b>		<b>\$505,538</b>	

**Viera East**  
**Community Development District**  
 Capital Projects Fund Series 2020  
 Statement of Revenues & Expenditures  
 For Period Ending May 31, 2021

	<b>Actual 5/31/21</b>
<b><u>Revenues</u></b>	
Interest Income	\$181
<b>Total Revenues</b>	<b>\$181</b>
<b><u>Expenditures</u></b>	
Capital Outlay	\$1,831,338
Cost of Issuance	\$0
<b>Total Expenditures</b>	<b>\$1,831,338</b>
<b>Excess Revenues/(Expenditures)</b>	<b>(\$1,831,157)</b>
<b>Beginning Fund Balance</b>	<b>\$6,089,551</b>
<b>Ending Fund Balance</b>	<b>\$4,258,395</b>

**Viera East**  
**Community Development District**  
**Golf Course/Recreation Fund - Operations**  
**Statement of Revenues & Expenditures**  
**For Period Ending May 31, 2021**

	Adopted Budget	Actuals	Current Month Budget	Variance	Actuals	Year-to-Date Budget	Variance
<i>Number of Rounds</i>							
Paid Rounds	35,250	4,325	2,979	1,346	30,524	25,955	4,569
Member Rounds	10,000	800	845	(45)	7,273	7,363	(90)
Comp Rounds	3,000	124	254	(130)	1,507	2,209	(702)
EZ Links	3,000	0	254	(254)	-	2,142	(2,142)
GolfNow	2,000	302	169	133	2,267	1,473	794
Total Memberships	60	6	-	6	63	60	3
<i>Revenue per Round</i>							
Paid Rounds	\$40	\$31	\$34	(\$3)	\$39	\$42	(\$3)
<i>Revenues</i>							
Greens Fees/Cart Fees	\$1,426,357	\$133,782	\$99,845	\$33,937	\$1,176,558	\$1,085,458	\$91,101
Gift Cards - Sales	\$25,000	\$570	\$1,750	(\$1,180)	\$7,877	\$19,025	(\$11,148)
Gift Cards - Usage	(\$25,000)	(\$1,899)	(\$1,750)	(\$149)	(\$14,967)	(\$19,025)	\$4,058
Season Advance/Trail Fees	\$210,000	\$13,213	\$14,700	(\$1,487)	\$157,643	\$159,810	(\$2,167)
Associate Memberships	\$42,000	\$1,580	\$2,940	(\$1,360)	\$34,681	\$31,962	\$2,719
Driving Range	\$80,000	\$9,384	\$5,600	\$3,784	\$63,397	\$60,880	\$2,517
Golf Lessons	\$2,100	\$175	\$147	\$28	\$1,400	\$1,598	(\$198)
Merchandise Sales	\$115,000	\$10,371	\$8,050	\$2,321	\$81,822	\$87,515	(\$5,693)
Restaurant	\$20,000	\$3,423	\$1,400	\$2,023	\$26,545	\$15,220	\$11,325
Special Assessments - Operations	\$18,239	\$1,519	\$1,519	(\$0)	\$12,154	\$12,154	\$0
Miscellaneous Income	\$15,000	\$3,053	\$1,250	\$1,804	\$6,573	\$9,996	(\$3,423)
<b>Total Revenues</b>	<b>\$1,928,696</b>	<b>\$175,173</b>	<b>\$135,451</b>	<b>\$39,722</b>	<b>\$1,553,663</b>	<b>\$1,464,593</b>	<b>\$89,090</b>
<i>Golf Course Expenditures</i>							
Other Contractual Services	\$15,000	\$720	\$1,250	\$529	\$10,057	\$9,996	(\$61)
Telephone/Internet	\$5,500	\$106	\$458	\$352	\$848	\$3,665	\$2,817
Postage	\$2,000	\$0	\$167	\$167	\$1,623	\$1,333	(\$290)
Printing & Binding	\$1,000	\$0	\$83	\$83	\$0	\$666	\$666
Utilities	\$15,900	\$1,734	\$1,324	(\$410)	\$10,437	\$10,596	\$158
Repairs & Maintenance	\$8,000	\$351	\$666	\$315	\$7,713	\$5,331	(\$2,381)
Advertising	\$45,000	\$1,418	\$3,749	\$2,331	\$11,035	\$29,988	\$18,953
Bank Charges	\$35,000	\$5,104	\$2,916	(\$2,188)	\$32,386	\$23,324	(\$9,062)
Office Supplies	\$4,000	\$177	\$333	\$157	\$1,618	\$2,666	\$1,048
Operating Supplies	\$5,000	\$149	\$417	\$267	\$2,981	\$3,332	\$351
Dues, Licenses & Subscriptions	\$8,000	\$793	\$666	(\$127)	\$4,004	\$5,331	\$1,327
Drug Testing - All Departments	\$500	\$0	\$42	\$42	\$486	\$333	(\$153)
Training, Education & Employee Relations	\$3,000	\$100	\$250	\$150	\$1,337	\$1,999	\$662
Contractual Security	\$3,000	\$382	\$250	(\$132)	\$3,202	\$1,999	(\$1,202)
IT Services	\$3,000	\$1,742	\$250	(\$1,492)	\$2,272	\$1,999	(\$273)
<b>Total Golf Course Expenditures</b>	<b>\$153,900</b>	<b>\$12,776</b>	<b>\$12,820</b>	<b>\$44</b>	<b>\$89,999</b>	<b>\$102,559</b>	<b>\$12,560</b>

Viera East  
Community Development District  
Golf Course/Recreation Fund - Operations  
Statement of Revenues & Expenditures  
For Period Ending May 31, 2021

	Adopted Budget	Actuals	Current Month Budget	Variance	Actuals	Year-to-Date Budget	Variance
<i>Restaurant Expenditures</i>							
Pest Control	\$1,200	\$190	\$101	(\$89)	\$856	\$884	\$28
Equipment Lease	\$1,100	\$99	\$93	(\$6)	\$868	\$810	(\$58)
<b>Total Restaurant Expenditures</b>	<b>\$2,300</b>	<b>\$290</b>	<b>\$194</b>	<b>(\$95)</b>	<b>\$1,724</b>	<b>\$1,693</b>	<b>(\$31)</b>
<i>Golf Operation Expenditures</i>							
Salaries	\$210,900	\$20,568	\$17,574	(\$2,994)	\$137,302	\$140,594	\$3,293
Administrative Fee	\$19,957	\$1,434	\$1,663	\$229	\$11,509	\$13,304	\$1,795
FICA Expense	\$16,547	\$1,573	\$1,379	(\$195)	\$10,504	\$11,031	\$527
Health Insurance	\$707	\$43	\$59	\$16	\$261	\$471	\$211
Workers Compensation	\$4,239	\$530	\$353	(\$177)	\$3,718	\$2,826	(\$892)
Unemployment	\$12,786	\$974	\$1,065	\$92	\$6,228	\$8,524	\$2,296
Golf Printing	\$2,200	\$0	\$183	\$183	\$1,200	\$1,467	\$266
Utilities	\$22,500	\$2,018	\$1,875	(\$143)	\$13,448	\$15,000	\$1,553
Repairs	\$250	\$0	\$21	\$21	\$355	\$167	(\$188)
Pest Control	\$1,200	\$190	\$100	(\$90)	\$856	\$800	(\$56)
Supplies	\$10,000	\$1,127	\$833	(\$294)	\$9,930	\$6,667	(\$2,263)
Uniforms	\$1,500	\$0	\$125	\$125	\$0	\$1,000	\$1,000
Training, Education & Employee Relations	\$2,000	\$0	\$167	\$167	\$0	\$1,333	\$1,333
Fuel	\$500	\$0	\$42	\$42	\$0	\$333	\$333
Cart Lease	\$99,000	\$7,169	\$8,250	\$1,081	\$60,940	\$66,000	\$5,060
Cart Maintenance	\$4,000	\$121	\$333	\$213	\$4,936	\$2,667	(\$2,269)
Driving Range	\$10,000	\$0	\$833	\$833	\$2,090	\$6,667	\$4,576
<b>Total Golf Operation Expenditures</b>	<b>\$418,286</b>	<b>\$35,747</b>	<b>\$34,856</b>	<b>(\$891)</b>	<b>\$262,275</b>	<b>\$278,850</b>	<b>\$16,575</b>
<i>Merchandise Sales</i>							
Cost of Goods Sold	\$77,000	\$4,689	\$6,417	\$1,728	\$53,693	\$51,333	(\$2,359)
<b>Total Merchandise Sales</b>	<b>\$77,000</b>	<b>\$4,689</b>	<b>\$6,417</b>	<b>\$1,728</b>	<b>\$53,693</b>	<b>\$51,333</b>	<b>(\$2,359)</b>

Viera East  
Community Development District  
Golf Course/Recreation Fund - Operations  
Statement of Revenues & Expenditures  
For Period Ending May 31, 2021

	Adopted Budget		Current Month		Year-to-Date	
	Budget	Variance	Actuals	Budget	Actuals	Budget
<i>Golf Course Maintenance</i>						
Salaries	\$452,632	\$1,415	\$36,305	\$37,719	\$266,138	\$301,755
Administrative Fees	\$11,919	\$88	\$906	\$993	\$7,314	\$7,946
FICA Expense	\$3,756	(\$2,364)	\$2,677	\$313	\$19,515	\$2,504
Employee Insurance	\$49,336	\$1,073	\$3,039	\$4,111	\$26,656	\$32,891
Workers Compensation	\$11,023	(\$13)	\$931	\$919	\$7,199	\$7,349
Unemployment	\$8,170	\$489	\$191	\$681	\$5,870	\$5,447
Consulting Fees	\$6,000	\$500	\$0	\$500	\$2,000	\$4,000
Fire Alarm System	\$4,000	\$333	\$0	\$333	\$557	\$2,667
Utilities/Water	\$26,200	(\$286)	\$2,469	\$2,183	\$17,942	\$17,467
Repairs	\$48,000	\$1,598	\$2,402	\$4,000	\$27,816	\$32,000
Fuel & Oil	\$40,000	\$1,839	\$1,494	\$3,333	\$15,032	\$26,667
Pest Control	\$1,000	(\$92)	\$175	\$83	\$789	\$667
Irrigation/Drainage	\$30,000	\$1,845	\$655	\$2,500	\$7,849	\$20,000
Sand and Topsoil	\$26,500	\$1,082	\$1,126	\$2,208	\$4,485	\$17,667
Flower/Mulch	\$7,000	\$583	\$0	\$583	\$3,180	\$4,667
Fertilizer	\$139,000	\$5,347	\$6,236	\$11,583	\$40,189	\$92,667
Seed/Sod	\$16,500	\$1,375	\$0	\$1,375	\$1,681	\$11,000
Trash Removal	\$2,000	\$167	\$0	\$167	\$1,646	\$1,333
Contingency	\$6,000	\$500	\$0	\$500	\$1,579	\$4,000
First Aid	\$800	\$67	\$0	\$67	\$234	\$533
Office Supplies	\$15,000	\$83	\$0	\$83	\$0	\$667
Operating Supplies	\$285	\$965	\$285	\$1,250	\$3,735	\$10,000
Training	\$1,000	\$83	\$0	\$83	\$865	\$667
Janitorial Supplies	\$1,000	(\$217)	\$300	\$83	\$473	\$667
Soil & Water Testing	\$1,000	\$83	\$0	\$83	\$0	\$667
Uniforms	\$8,500	\$278	\$431	\$708	\$5,423	\$5,667
Equipment Rental	\$2,000	\$136	\$31	\$167	\$95	\$244
Equipment Lease	\$165,000	\$6,313	\$7,437	\$13,750	\$91,118	\$110,000
Small Tools	\$500	\$42	\$0	\$42	\$0	\$333
<b>Total Golf Course Maintenance</b>	<b>\$1,084,836</b>	<b>\$23,314</b>	<b>\$67,089</b>	<b>\$90,403</b>	<b>\$559,377</b>	<b>\$723,224</b>
						<b>\$163,847</b>

Viera East  
Community Development District  
Golf Course/Recreation Fund - Operations  
Statement of Revenues & Expenditures  
For Period Ending May 31, 2021

	Adopted Budget	Actuals	Current Month Budget	Variance	Actuals	Year-to-Date Budget	Variance
<i>Administrative Expenditures</i>							
Legal Fees	\$1,500	\$0	\$125	\$125	\$0	\$1,000	\$1,000
Arbitrage	\$600	\$82	\$50	(\$32)	\$222	\$400	\$178
Dissemination	\$1,000	\$83	\$83	\$0	\$667	\$667	\$0
Trustee Fees	\$4,100	\$681	\$342	(\$339)	\$3,073	\$2,733	(\$340)
Annual Audit	\$1,500	\$125	\$125	\$0	\$1,000	\$1,000	\$0
Golf Course Administrative Services	\$56,280	\$4,690	\$4,690	\$0	\$37,520	\$37,520	\$0
Insurance	\$77,000	\$7,241	\$6,417	(\$824)	\$53,029	\$51,333	(\$1,696)
Property Taxes	\$15,000	\$1,621	\$1,250	(\$371)	\$13,679	\$10,000	(\$3,679)
<b>Total Administrative Expenditures</b>	<b>\$156,980</b>	<b>\$14,523</b>	<b>\$13,082</b>	<b>(\$1,442)</b>	<b>\$109,190</b>	<b>\$104,653</b>	<b>(\$4,536)</b>
<b>Total Revenues</b>	<b>\$1,928,696</b>	<b>\$175,173</b>	<b>\$135,451</b>	<b>\$39,722</b>	<b>\$1,553,683</b>	<b>\$1,464,593</b>	<b>\$89,090</b>
<b>Total Expenditures</b>	<b>\$1,893,302</b>	<b>\$135,114</b>	<b>\$157,772</b>	<b>\$22,658</b>	<b>\$1,076,258</b>	<b>\$1,262,313</b>	<b>\$186,055</b>
<b>Operating Income (Loss)</b>	<b>\$35,394</b>	<b>\$40,060</b>	<b>(\$22,321)</b>	<b>\$62,381</b>	<b>\$477,425</b>	<b>\$202,280</b>	<b>\$275,145</b>
<i>Non Operating Revenues/(Expenditures)</i>							
Special Assessments	\$560,250	\$46,688	\$46,688	(\$0)	\$373,500	\$373,500	(\$0)
Interest Income	\$1,000	\$3	\$83	(\$81)	\$10	\$667	(\$657)
Gain on Sale of Asset	\$0	\$0	\$0	\$0	\$45	\$0	\$45
Reserve Funding- Transfer Out (Capital Reserve)	(\$31,219)	(\$2,973)	(\$2,602)	\$372	(\$13,380)	(\$13,380)	\$0
Interest Expense	(\$140,425)	(\$11,702)	(\$11,702)	\$0	(\$93,617)	(\$93,617)	\$0
Principal Expense	(\$425,000)	(\$35,417)	(\$35,417)	(\$0)	(\$283,333)	(\$283,333)	(\$0)
<b>Total Non Operating Revenues/(Expenditures)</b>	<b>(\$35,394)</b>	<b>(\$3,402)</b>	<b>(\$2,950)</b>	<b>\$291</b>	<b>(\$16,775)</b>	<b>(\$16,163)</b>	<b>(\$612)</b>
<b>Change in Net Assets</b>	<b>\$0</b>	<b>\$36,658</b>	<b>(\$25,271)</b>	<b>\$62,671</b>	<b>\$460,650</b>	<b>\$186,117</b>	<b>\$274,533</b>
<b>Beginning Net Assets</b>	<b>\$0</b>	<b>-----</b>	<b>-----</b>	<b>-----</b>	<b>(\$1,097,897)</b>	<b>-----</b>	<b>-----</b>
<b>Ending Net Assets</b>	<b>\$0</b>	<b>-----</b>	<b>-----</b>	<b>-----</b>	<b>(\$637,247)</b>	<b>-----</b>	<b>-----</b>

Viera East General Fund  
Month to Month

	October	November	December	January	February	March	April	May	June	July	August	September	Total
<b>Revenues</b>													
Maintenance Assessments	\$0	\$196,793	\$503,121	\$38,045	\$7,380	\$7,988	\$21,815	\$24,571	\$0	\$0	\$0	\$0	\$799,712
Golf Course Administrative Services	\$4,690	\$4,690	\$4,690	\$4,690	\$4,690	\$4,690	\$4,690	\$4,690	\$0	\$0	\$0	\$0	\$37,520
Donations for Park Material	\$0	\$0	\$0	\$0	\$0	\$1,000	\$1,000	\$0	\$0	\$0	\$0	\$0	\$2,000
Interest Income	\$0	\$0	\$0	\$3	\$1	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$4
<b>Total Revenues</b>	<b>\$4,690</b>	<b>\$201,483</b>	<b>\$507,811</b>	<b>\$42,738</b>	<b>\$12,071</b>	<b>\$13,678</b>	<b>\$27,505</b>	<b>\$29,261</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$839,236</b>
<b>Administrative Expenditures</b>													
Supervisors Fees	\$2,678	\$2,384	\$2,900	\$1,415	\$2,328	\$2,561	\$3,841	\$2,561	\$0	\$0	\$0	\$0	\$20,667
Engineering Fees	\$0	\$0	\$475	\$150	\$0	\$615	\$150	\$95	\$0	\$0	\$0	\$0	\$1,475
Attorney's Fees	\$0	\$0	\$1,524	\$0	\$4,785	\$580	\$0	\$1,558	\$0	\$0	\$0	\$0	\$8,446
Dissemination	\$83	\$83	\$83	\$83	\$83	\$83	\$83	\$83	\$0	\$0	\$0	\$0	\$667
Trustee Fees	\$467	\$467	\$467	\$467	\$467	\$467	\$467	\$1,040	\$0	\$0	\$0	\$0	\$4,307
Annual Audit	\$275	\$275	\$275	\$275	\$275	\$275	\$275	\$275	\$0	\$0	\$0	\$0	\$2,200
Collection Agent	\$208	\$208	\$208	\$208	\$208	\$208	\$208	\$208	\$0	\$0	\$0	\$0	\$1,667
Management Fees	\$8,370	\$8,370	\$8,370	\$8,370	\$8,370	\$8,370	\$8,370	\$8,370	\$0	\$0	\$0	\$0	\$66,960
Postage	\$364	\$198	\$138	\$324	\$52	\$585	\$35	\$81	\$0	\$0	\$0	\$0	\$1,778
Printing & Binding	\$206	\$70	\$125	\$50	\$212	\$97	\$121	\$88	\$0	\$0	\$0	\$0	\$958
Insurance- Liability	\$608	\$608	\$608	\$1,358	\$608	\$1,075	\$608	\$608	\$0	\$0	\$0	\$0	\$6,083
Legal Advertising	\$296	\$0	\$0	\$271	\$271	\$0	\$532	\$0	\$0	\$0	\$0	\$0	\$1,371
Other Current Charges	\$78	\$29	\$59	\$17	\$17	\$49	\$33	\$39	\$0	\$0	\$0	\$0	\$320
Office Supplies	\$20	\$20	\$20	\$20	\$0	\$12	\$10	\$10	\$0	\$0	\$0	\$0	\$112
Dues & Licenses	\$15	\$15	\$15	\$15	\$15	\$15	\$15	\$15	\$0	\$0	\$0	\$0	\$117
Information Technology	\$283	\$283	\$283	\$283	\$283	\$283	\$283	\$283	\$0	\$0	\$0	\$0	\$2,267
<b>Total Administrative</b>	<b>\$13,953</b>	<b>\$13,011</b>	<b>\$15,550</b>	<b>\$13,207</b>	<b>\$17,974</b>	<b>\$15,265</b>	<b>\$15,051</b>	<b>\$15,304</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$119,994</b>
<b>Operating Expenditures</b>													
Salaries	\$11,153	\$13,540	\$12,302	\$12,301	\$11,077	\$11,947	\$11,129	\$13,551	\$0	\$0	\$0	\$0	\$96,999
Administration Fee	\$556	\$157	\$143	\$143	\$129	\$139	\$129	\$148	\$0	\$0	\$0	\$0	\$1,545
FICA Expense	\$382	\$928	\$843	\$845	\$563	\$788	\$808	\$931	\$0	\$0	\$0	\$0	\$6,088
Health Insurance	\$1,281	\$1,281	\$1,281	\$1,359	\$1,319	\$1,319	\$1,319	\$1,402	\$0	\$0	\$0	\$0	\$10,562
Workers Compensation	\$305	\$218	\$336	\$336	\$500	\$359	\$304	\$305	\$0	\$0	\$0	\$0	\$2,662
Unemployment	\$0	\$152	\$191	\$374	\$100	\$112	\$63	\$0	\$0	\$0	\$0	\$0	\$992
Other Contractual	\$462	\$1,225	\$903	\$462	\$341	\$462	\$619	\$803	\$0	\$0	\$0	\$0	\$5,276
Training	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Uniforms	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
<b>Total Operating</b>	<b>\$14,139</b>	<b>\$17,501</b>	<b>\$16,000</b>	<b>\$15,820</b>	<b>\$14,030</b>	<b>\$15,126</b>	<b>\$14,371</b>	<b>\$17,139</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$124,124</b>



Viera East General Fund  
Month to Month

	October	November	December	January	February	March	April	May	June	July	August	September	Total
<b>Maintenance Expenditures</b>													
Canal Maintenance	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Lake Bank Restoration	\$17,100	\$39,900	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$57,000
Environmental Services	\$123	\$310	\$965	\$514	\$387	\$83	\$430	\$0	\$0	\$0	\$0	\$0	\$2,812
Water Management System	\$7,887	\$8,087	\$13,107	\$9,087	\$7,833	\$9,341	\$7,887	\$9,486	\$0	\$0	\$0	\$0	\$70,717
Control Burns	\$0	\$0	\$0	\$0	\$652	\$2,138	\$0	\$0	\$0	\$0	\$0	\$0	\$2,790
Contingencies	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Fire Line Maintenance	\$0	\$0	\$0	\$800	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$800
Basin Repair	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
<b>Total Maintenance</b>	<b>\$25,110</b>	<b>\$48,297</b>	<b>\$14,072</b>	<b>\$9,401</b>	<b>\$8,873</b>	<b>\$11,562</b>	<b>\$9,317</b>	<b>\$8,486</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$134,119</b>

**Grounds Maintenance Expenditures**

Salaries	\$10,364	\$12,255	\$11,279	\$11,316	\$9,888	\$10,604	\$9,665	\$12,055	\$0	\$0	\$0	\$0	\$87,426
Administrative Fees	\$288	\$409	\$318	\$298	\$241	\$258	\$241	\$277	\$0	\$0	\$0	\$0	\$2,330
FICA	\$780	\$907	\$832	\$829	\$723	\$775	\$723	\$881	\$0	\$0	\$0	\$0	\$6,450
Health Insurance	\$1,452	\$1,428	\$1,265	\$1,344	\$1,404	\$1,357	\$1,380	\$1,391	\$0	\$0	\$0	\$0	\$11,021
Workers Compensation	\$283	\$335	\$308	\$309	\$270	\$290	\$264	\$310	\$0	\$0	\$0	\$0	\$2,368
Unemployment	\$21	\$25	\$202	\$650	\$401	\$272	\$64	\$73	\$0	\$0	\$0	\$0	\$1,709
Telephone	\$633	\$544	\$554	\$551	\$563	\$563	\$572	\$579	\$0	\$0	\$0	\$0	\$4,558
Utilities	\$506	\$780	\$534	\$536	\$594	\$699	\$543	\$466	\$0	\$0	\$0	\$0	\$4,658
Property Appraiser	\$0	\$0	\$1,989	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$1,989
Insurance-Property	\$125	\$125	\$125	\$125	\$125	\$125	\$125	\$125	\$0	\$0	\$0	\$0	\$999
Repairs	\$3,081	\$837	\$1,593	\$1,696	\$724	\$2,634	\$3,079	\$1,166	\$0	\$0	\$0	\$0	\$14,811
Fuel	\$1,442	\$531	\$511	\$158	\$1,837	\$1,064	\$1,026	\$566	\$0	\$0	\$0	\$0	\$7,135
Park Maintenance	\$0	\$0	\$480	\$0	\$280	\$0	\$0	\$2,403	\$0	\$0	\$0	\$0	\$3,163
Sidewalk Repair	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Chemicals	\$0	\$0	\$0	\$759	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Contingencies	\$215	\$0	\$935	\$3,013	\$592	\$230	(\$230)	\$882	\$0	\$0	\$0	\$0	\$1,641
Refuse	\$480	\$240	\$240	\$240	\$960	\$480	\$240	\$480	\$0	\$0	\$0	\$0	\$6,244
Office Supplies	\$512	\$212	\$0	\$0	\$0	\$20	\$21	\$21	\$0	\$0	\$0	\$0	\$3,360
Uniforms	\$199	\$247	\$245	\$196	\$196	\$245	\$196	\$196	\$0	\$0	\$0	\$0	\$765
Fire Alarm System	\$512	\$588	\$512	\$512	\$512	\$512	\$1,611	\$0	\$0	\$0	\$0	\$0	\$1,721
Rain Bird Pump System	\$2,298	\$2,298	\$2,298	\$2,298	\$2,298	\$2,298	\$2,298	\$2,298	\$0	\$0	\$0	\$0	\$4,758
Park Materials	\$0	\$0	\$0	\$0	\$0	\$0	\$2,347	\$0	\$0	\$0	\$0	\$0	\$18,617
<b>Total Grounds Maintenance</b>	<b>\$23,190</b>	<b>\$24,762</b>	<b>\$24,450</b>	<b>\$24,829</b>	<b>\$21,608</b>	<b>\$22,426</b>	<b>\$24,146</b>	<b>\$25,660</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$188,069</b>

<b>Total Expenditures</b>	<b>\$76,391</b>	<b>\$100,571</b>	<b>\$70,072</b>	<b>\$63,356</b>	<b>\$62,484</b>	<b>\$64,378</b>	<b>\$61,864</b>	<b>\$66,589</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$565,706</b>
<b>Operating Income (Loss)</b>	<b>(\$71,701)</b>	<b>\$100,912</b>	<b>\$437,739</b>	<b>(\$20,619)</b>	<b>(\$50,413)</b>	<b>(\$50,701)</b>	<b>(\$4,359)</b>	<b>(\$37,329)</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$273,530</b>

**Non-Operating Revenues/(Expenditures)**

Reserve Funding- Transfer Out (Capital Reserve)	\$0	\$0	\$0	\$0	\$0	(\$202)	(\$202)	(\$115)	\$0	\$0	\$0	\$0	(\$519)
Reserve Funding- Transfer Out (Excess)	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
<b>Total Non-Operating Revenues/Expenditures</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>(\$202)</b>	<b>(\$202)</b>	<b>(\$115)</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>(\$519)</b>
<b>Excess Revenue/(Expenditures)</b>	<b>(\$71,701)</b>	<b>\$100,912</b>	<b>\$437,739</b>	<b>(\$20,619)</b>	<b>(\$50,413)</b>	<b>(\$50,902)</b>	<b>(\$4,561)</b>	<b>(\$37,444)</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$273,011</b>

Viera East Golf Course  
Month to Month

	October	November	December	January	February	March	April	May	June	July	August	September	Total
<i>Number of Rounds</i>													
Paid Rounds	3,263	2,946	3,532	3,840	3,564	4,755	4,299	4,325	0	0	0	0	30,524
Member Rounds	701	666	816	1,012	836	1,008	854	800	0	0	0	590	7,273
Comp Rounds	237	152	234	239	182	196	143	124	0	0	0	0	1,507
FZ Links	0	0	0	0	0	0	0	0	0	0	0	0	-
GolfNow	285	256	293	313	250	304	264	302	0	0	0	0	2,267
<i>Revenue per Round</i>													
Paid Rounds	\$33	\$37	\$37	\$43	\$45	\$43	\$39	\$31	\$0	\$0	\$0	\$0	\$307

	October	November	December	January	February	March	April	May	June	July	August	September	Total
<i>Revenues:</i>													
Greens Fees	\$107,375	\$107,634	\$130,099	\$165,174	\$161,835	\$205,130	\$165,529	\$133,782	\$0	\$0	\$0	\$0	\$1,176,558
Gift Cards - Sales	\$458	\$636	\$3,462	\$433	\$398	\$1,059	\$862	\$570	\$0	\$0	\$0	\$0	\$7,877
Gift Cards - Usage	(\$803)	(\$482)	(\$2,812)	(\$3,031)	(\$1,817)	(\$2,014)	(\$2,108)	(\$1,899)	\$0	\$0	\$0	\$0	(\$14,967)
Season Advance / Trail Fees	\$18,051	\$20,606	\$22,572	\$21,363	\$21,645	\$21,986	\$18,207	\$13,213	\$0	\$0	\$0	\$0	\$157,643
Associate Memberships	\$3,950	\$3,081	\$4,661	\$7,900	\$5,767	\$4,582	\$3,160	\$1,580	\$0	\$0	\$0	\$0	\$34,681
Driving Range	\$5,963	\$6,015	\$8,358	\$8,857	\$7,544	\$9,812	\$7,463	\$9,384	\$0	\$0	\$0	\$0	\$63,397
Golf Lessons	\$175	\$175	\$175	\$175	\$175	\$175	\$175	\$175	\$0	\$0	\$0	\$0	\$1,400
Merchandise Sales	\$9,238	\$9,725	\$10,462	\$8,683	\$9,199	\$12,288	\$11,856	\$10,371	\$0	\$0	\$0	\$0	\$81,822
Restaurant	\$2,359	\$3,141	\$4,837	\$3,029	\$2,377	\$4,154	\$3,225	\$3,423	\$0	\$0	\$0	\$0	\$26,545
Special Assessments - Operations	\$1,519	\$1,519	\$1,519	\$1,519	\$1,519	\$1,519	\$1,519	\$1,519	\$0	\$0	\$0	\$0	\$12,154
Miscellaneous Income	\$2,867	\$145	\$189	\$95	\$105	\$6	\$113	\$3,053	\$0	\$0	\$0	\$0	\$6,573
<b>Total Revenues</b>	<b>\$151,152</b>	<b>\$152,194</b>	<b>\$183,522</b>	<b>\$214,197</b>	<b>\$208,747</b>	<b>\$258,697</b>	<b>\$210,000</b>	<b>\$175,173</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$1,553,663</b>

	October	November	December	January	February	March	April	May	June	July	August	September	Total
<i>Golf Course Expenditures:</i>													
Other Contractual Services	\$710	\$1,035	\$1,035	\$1,635	\$1,847	\$798	\$2,278	\$720	\$0	\$0	\$0	\$0	\$10,057
Telephone/Internet	\$106	\$106	\$106	\$106	\$106	\$106	\$106	\$106	\$0	\$0	\$0	\$0	\$848
Postage	\$0	\$41	\$1,495	\$0	\$0	\$0	\$87	\$0	\$0	\$0	\$0	\$0	\$1,623
Printing & Binding	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Utilities	\$1,217	\$1,288	\$1,201	\$1,262	\$1,262	\$1,151	\$1,322	\$1,734	\$0	\$0	\$0	\$0	\$10,437
Repairs & Maintenance	\$419	\$250	\$0	\$1,661	\$2,596	\$1,891	\$554	\$351	\$0	\$0	\$0	\$0	\$7,713
Advertising	(\$350)	\$2,099	\$4,117	\$665	\$1,364	\$894	\$830	\$1,418	\$0	\$0	\$0	\$0	\$11,035
Bank Charges	\$2,332	\$3,112	\$5,184	\$3,636	\$4,992	\$4,426	\$5,601	\$5,104	\$0	\$0	\$0	\$0	\$32,386
Office Supplies	\$78	\$327	\$115	\$19	\$263	\$315	\$324	\$177	\$0	\$0	\$0	\$0	\$1,618
Operating Supplies	\$442	\$345	\$566	\$822	\$110	\$258	\$289	\$149	\$0	\$0	\$0	\$0	\$2,981
Dues, Licenses & Subscriptions	\$180	\$0	\$293	\$0	\$943	\$1,002	\$793	\$793	\$0	\$0	\$0	\$0	\$4,004
Drug Testing - All Departments	\$0	\$0	\$49	\$0	\$0	\$0	\$292	\$0	\$0	\$0	\$0	\$0	\$486
Training, Education & Employee Relations	\$51	\$381	\$0	\$0	\$675	\$0	\$130	\$100	\$0	\$0	\$0	\$0	\$1,337
Contractual Security	\$482	\$519	\$662	\$197	\$196	\$382	\$382	\$382	\$0	\$0	\$0	\$0	\$3,202
IT Services	\$0	\$435	\$0	\$0	\$0	\$0	\$95	\$1,742	\$0	\$0	\$0	\$0	\$2,272
<b>Total Golf Course Expenditures</b>	<b>\$5,667</b>	<b>\$9,938</b>	<b>\$12,822</b>	<b>\$10,052</b>	<b>\$14,353</b>	<b>\$11,309</b>	<b>\$13,083</b>	<b>\$12,776</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$69,999</b>

	October	November	December	January	February	March	April	May	June	July	August	September	Total
<i>Restaurant Expenditures:</i>													
Pest Control	\$95	\$95	\$95	\$95	\$95	\$95	\$95	\$190	\$0	\$0	\$0	\$0	\$856
Equipment Lease	\$100	\$147	\$100	\$100	\$99	\$99	\$124	\$99	\$0	\$0	\$0	\$0	\$868
<b>Total Restaurant Expenditures</b>	<b>\$195</b>	<b>\$242</b>	<b>\$195</b>	<b>\$195</b>	<b>\$194</b>	<b>\$194</b>	<b>\$219</b>	<b>\$290</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$1,724</b>

Viera East Golf Course  
Month to Month

	October	November	December	January	February	March	April	May	June	July	August	September	Total
<b>Golf Operations:</b>													
Salaries	\$16,087	\$18,232	\$16,814	\$17,038	\$15,326	\$17,461	\$15,775	\$20,568	\$0	\$0	\$0	\$0	\$137,302
Administrative Fee	\$1,586	\$1,816	\$1,511	\$1,434	\$1,193	\$1,299	\$1,236	\$1,434	\$0	\$0	\$0	\$0	\$11,509
FICA Expense	\$1,231	\$1,395	\$1,286	\$1,304	\$1,172	\$1,336	\$1,207	\$1,573	\$0	\$0	\$0	\$0	\$10,504
Health Insurance	\$43	\$43	\$33	\$33	\$33	\$33	\$33	\$43	\$0	\$0	\$0	\$0	\$261
Workers Compensation	\$459	\$498	\$459	\$465	\$419	\$477	\$431	\$530	\$0	\$0	\$0	\$0	\$3,718
Unemployment	\$521	\$515	\$569	\$1,022	\$920	\$974	\$790	\$974	\$0	\$0	\$0	\$0	\$6,228
Golf Printing	\$0	\$1,200	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$1,200
Utilities	\$1,686	\$1,629	\$1,517	\$1,655	\$1,586	\$1,680	\$1,676	\$2,018	\$0	\$0	\$0	\$0	\$13,448
Repairs	\$0	\$0	\$0	\$355	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$355
Pest Control	\$95	\$95	\$95	\$95	\$95	\$95	\$95	\$95	\$0	\$0	\$0	\$0	\$856
Supplies	\$1,410	\$1,019	\$876	\$1,205	\$719	\$1,318	\$1,255	\$1,127	\$0	\$0	\$0	\$0	\$8,930
Uniforms	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Training, Education & Employee Relations	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Fuel	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Cart Lease	\$7,683	\$7,179	\$7,776	\$8,573	\$7,971	\$7,033	\$7,555	\$7,169	\$0	\$0	\$0	\$0	\$60,940
Cart Maintenance	\$251	\$272	\$1,275	\$604	\$711	\$1,268	\$435	\$121	\$0	\$0	\$0	\$0	\$4,936
Driving Range	\$32	\$0	\$733	\$556	\$227	\$0	\$543	\$0	\$0	\$0	\$0	\$0	\$2,090
<b>Total Golf Operation Expenditures</b>	<b>\$31,062</b>	<b>\$32,692</b>	<b>\$34,144</b>	<b>\$34,307</b>	<b>\$30,372</b>	<b>\$32,920</b>	<b>\$31,031</b>	<b>\$35,747</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$262,275</b>

**Merchandise Sales:**

Cost of Goods Sold	\$6,482	\$4,241	\$8,630	\$7,219	\$3,007	\$13,366	\$6,058	\$4,689	\$0	\$0	\$0	\$0	\$53,693
<b>Total Merchandise Sales</b>	<b>\$6,482</b>	<b>\$4,241</b>	<b>\$8,630</b>	<b>\$7,219</b>	<b>\$3,007</b>	<b>\$13,366</b>	<b>\$6,058</b>	<b>\$4,689</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$53,693</b>

**Golf Course Maintenance:**

Salaries	\$32,200	\$38,863	\$31,368	\$38,115	\$25,216	\$33,570	\$29,500	\$36,305	\$0	\$0	\$0	\$0	\$266,138
Administrative Fees	\$852	\$1,035	\$822	\$1,037	\$815	\$913	\$935	\$906	\$0	\$0	\$0	\$0	\$7,314
FICA Expense	\$2,400	\$2,819	\$2,279	\$2,776	\$1,901	\$2,456	\$2,206	\$2,677	\$0	\$0	\$0	\$0	\$19,515
Employee Insurance	\$6,053	\$3,786	\$2,834	\$3,671	\$1,751	\$2,785	\$2,737	\$3,039	\$0	\$0	\$0	\$0	\$26,656
Workers Compensation	\$877	\$1,061	\$856	\$1,039	\$714	\$914	\$806	\$931	\$0	\$0	\$0	\$0	\$7,199
Unemployment	\$0	\$0	\$334	\$2,177	\$1,454	\$1,393	\$320	\$191	\$0	\$0	\$0	\$0	\$5,870
Consulting Fees	\$500	\$500	\$500	\$500	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$2,000
Fire Alarm System	\$512	\$0	\$45	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$557
Utilities/Water	\$2,072	\$2,322	\$1,885	\$2,066	\$2,301	\$2,094	\$2,733	\$2,469	\$0	\$0	\$0	\$0	\$17,942
Repairs	\$4,341	\$7,770	\$817	\$6,763	\$1,613	\$3,201	\$909	\$2,402	\$0	\$0	\$0	\$0	\$27,816
Fuel & Oil	\$2,720	\$1,078	\$1,038	\$3,201	\$3,513	\$2,491	\$2,377	\$1,494	\$0	\$0	\$0	\$0	\$15,032
Pest Control	\$88	\$88	\$88	\$88	\$88	\$88	\$88	\$175	\$0	\$0	\$0	\$0	\$789
Irrigation/Drainage	\$1,150	\$1,525	\$1,527	\$736	\$736	\$473	\$1,047	\$655	\$0	\$0	\$0	\$0	\$7,849
Sand and Topsoil	\$321	\$321	\$0	\$641	\$0	\$618	\$1,457	\$1,126	\$0	\$0	\$0	\$0	\$4,485
Flower/Mulch	\$296	\$0	\$337	\$1,496	\$296	\$754	\$0	\$0	\$0	\$0	\$0	\$0	\$3,180
Fertilizer	\$7,254	\$3,173	\$3,618	\$2,497	\$2,360	\$4,851	\$10,200	\$6,236	\$0	\$0	\$0	\$0	\$40,189
Seed/Sod	\$0	\$1,681	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$1,681
Trash Removal	\$240	\$402	\$0	\$201	\$402	\$0	\$402	\$0	\$0	\$0	\$0	\$0	\$1,646
Contingency	\$0	\$0	\$0	\$0	\$0	\$1,234	\$345	\$0	\$0	\$0	\$0	\$0	\$1,579
First Aid	\$0	\$71	\$0	\$0	\$0	\$51	\$112	\$0	\$0	\$0	\$0	\$0	\$234
Office Supplies	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Operating Supplies	\$743	\$1,487	\$1,444	\$0	\$485	\$26	\$565	\$285	\$0	\$0	\$0	\$0	\$3,735
Training	\$0	\$0	\$0	\$0	\$0	\$552	\$314	\$0	\$0	\$0	\$0	\$0	\$865
Janitorial Supplies	\$17	\$155	\$0	\$0	\$0	\$0	\$0	\$300	\$0	\$0	\$0	\$0	\$473
Soil & Water Testing	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Uniforms	\$592	\$797	\$777	\$622	\$622	\$777	\$806	\$431	\$0	\$0	\$0	\$0	\$5,423
Equipment Rental	\$0	\$0	\$0	\$0	\$0	\$34	\$31	\$31	\$0	\$0	\$0	\$0	\$95
Equipment Lease	\$12,688	\$11,952	\$13,484	\$9,219	\$13,229	\$13,100	\$10,009	\$7,437	\$0	\$0	\$0	\$0	\$91,118
Small Tools	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
<b>Total Golf Course Maintenance</b>	<b>\$75,915</b>	<b>\$80,864</b>	<b>\$62,755</b>	<b>\$73,966</b>	<b>\$58,497</b>	<b>\$72,373</b>	<b>\$67,897</b>	<b>\$67,089</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$559,377</b>

Viera East Golf Course  
Month to Month

	October	November	December	January	February	March	April	May	June	July	August	September	Total
<b>Administrative Expenditures:</b>													
Legal Fees	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Arbitrage	\$20	\$20	\$20	\$20	\$20	\$20	\$20	\$20	\$20	\$20	\$20	\$20	\$222
Dissemination	\$83	\$83	\$83	\$83	\$83	\$83	\$83	\$83	\$83	\$83	\$83	\$83	\$667
Trustee Fees	\$342	\$342	\$342	\$342	\$342	\$342	\$342	\$342	\$342	\$342	\$342	\$342	\$3,073
Annual Audit	\$125	\$125	\$125	\$125	\$125	\$125	\$125	\$125	\$125	\$125	\$125	\$125	\$1,000
Golf Course Administrative Services	\$4,690	\$4,690	\$4,690	\$4,690	\$4,690	\$4,690	\$4,690	\$4,690	\$4,690	\$4,690	\$4,690	\$4,690	\$37,520
Insurance	\$6,127	\$6,127	\$6,127	\$6,365	\$6,127	\$7,673	\$7,241	\$7,241	\$7,241	\$7,241	\$7,241	\$7,241	\$53,029
Property Taxes	\$1,250	\$1,250	\$1,126	\$1,757	\$1,621	\$3,431	\$1,622	\$1,621	\$0	\$0	\$0	\$0	\$13,679
<b>Total Administrative Expenditures</b>	<b>\$12,637</b>	<b>\$12,637</b>	<b>\$12,514</b>	<b>\$13,382</b>	<b>\$13,009</b>	<b>\$16,364</b>	<b>\$14,123</b>	<b>\$14,523</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$109,190</b>
<b>Total Revenues</b>	<b>\$151,152</b>	<b>\$152,194</b>	<b>\$183,522</b>	<b>\$214,197</b>	<b>\$208,747</b>	<b>\$759,697</b>	<b>\$210,000</b>	<b>\$175,173</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$1,553,683</b>
<b>Total Expenditures</b>	<b>\$131,958</b>	<b>\$140,634</b>	<b>\$131,059</b>	<b>\$139,121</b>	<b>\$119,433</b>	<b>\$146,527</b>	<b>\$132,412</b>	<b>\$135,114</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$1,076,258</b>
<b>Operating Income (Loss)</b>	<b>\$19,193</b>	<b>\$11,560</b>	<b>\$52,463</b>	<b>\$75,076</b>	<b>\$89,314</b>	<b>\$112,170</b>	<b>\$77,589</b>	<b>\$40,060</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$477,425</b>
<b>Non Operating Revenues/(Expenditures):</b>													
Special Assessments - Debt Service	\$46,688	\$46,688	\$46,688	\$46,688	\$46,688	\$46,688	\$46,688	\$46,688	\$0	\$0	\$0	\$0	\$373,500
Interest Income	\$1	\$1	\$1	\$1	\$1	\$1	\$2	\$3	\$0	\$0	\$0	\$0	\$10
Gain on Sale of Asset	\$45	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$45
Reserve Funding- Transfer Out (Capital Reserve)	\$0	\$0	\$0	\$0	\$0	(\$5,203)	(\$2,973)	(\$2,973)	\$0	\$0	\$0	\$0	(\$13,380)
Interest Expense	(\$11,702)	(\$11,702)	(\$11,702)	(\$11,702)	(\$11,702)	(\$11,702)	(\$11,702)	(\$11,702)	\$0	\$0	\$0	\$0	(\$93,617)
Principal Expense	(\$35,417)	(\$35,417)	(\$35,417)	(\$35,417)	(\$35,417)	(\$35,417)	(\$35,417)	(\$35,417)	\$0	\$0	\$0	\$0	(\$283,333)
<b>Total Non Operating Revenues/(Expenditures)</b>	<b>(\$385)</b>	<b>(\$431)</b>	<b>(\$430)</b>	<b>(\$430)</b>	<b>(\$430)</b>	<b>(\$5,614)</b>	<b>(\$5,632)</b>	<b>(\$3,402)</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>(\$16,775)</b>
<b>Net Non Operating Income / (Loss)</b>	<b>\$18,808</b>	<b>\$11,129</b>	<b>\$52,033</b>	<b>\$74,646</b>	<b>\$88,883</b>	<b>\$106,536</b>	<b>\$71,956</b>	<b>\$36,658</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$460,650</b>

# Viera East Community Development District

## ProShop Statement of Revenues & Expenditures

	October	November	December	January	February	March	April	May	June	July	August	September	Total
<i>Revenues</i>													
Merchandise Sales	\$9,238	\$9,725	\$10,462	\$8,683	\$9,199	\$12,288	\$11,856	\$10,371	\$0	\$0	\$0	\$0	\$81,822
<b>Total Revenues</b>	<b>\$9,238</b>	<b>\$9,725</b>	<b>\$10,462</b>	<b>\$8,683</b>	<b>\$9,199</b>	<b>\$12,288</b>	<b>\$11,856</b>	<b>\$10,371</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$81,822</b>
<i>Expenditures</i>													
Cost of Goods Sold	\$6,482	\$4,241	\$8,630	\$7,219	\$3,007	\$13,366	\$6,058	\$4,689	\$0	\$0	\$0	\$0	\$53,693
<b>Total Expenditures</b>	<b>\$6,482</b>	<b>\$4,241</b>	<b>\$8,630</b>	<b>\$7,219</b>	<b>\$3,007</b>	<b>\$13,366</b>	<b>\$6,058</b>	<b>\$4,689</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$53,693</b>
<b>Operating Income (Loss)</b>	<b>\$2,756</b>	<b>\$5,484</b>	<b>\$1,832</b>	<b>\$1,464</b>	<b>\$6,191</b>	<b>(\$1,078)</b>	<b>\$5,798</b>	<b>\$5,682</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$28,129</b>

**Viera East**  
**Community Development District**  
**Long Term Debt Report**

<b>Series 2006 Water Management Refunding Bonds</b>	
Interest Rate:	5.750%
Maturity Date:	5/1/2022
Reserve Fund Definition:	10% Max Annual Dept
Reserve Fund Requirement:	\$239,334
Reserve Fund Balance (1):	\$239,334
Bonds outstanding - 9/30/2016	\$11,855,000
Less: May 1, 2017 Principal	(\$1,710,000)
Less: May 1, 2018 Principal	(\$1,810,000)
Less: May 1, 2019 Principal	(\$1,910,000)
Less: May 1, 2020 Principal	(\$2,020,000)
Less: May 1, 2021 Principal	(\$2,140,000)
<b>Current Bonds Outstanding</b>	<b>\$2,265,000</b>

(1) This value is covered by the Debt Service Reserve Fund Surety Bond and is not a cash balance on the District's balance sheet.

<b>Series 2012 Special Assessment Revenue Bonds</b>	
Interest Rate:	2.5% to 5%
Maturity Date:	5/1/2026
Reserve Fund Definition:	50% Max Annual Dept
Reserve Fund Requirement:	\$279,239
Reserve Fund Balance:	\$7
Bonds outstanding - 9/30/2016	\$4,445,000
Less: May 1, 2017 Principal	(\$365,000)
Less: May 1, 2018 Principal	(\$380,000)
Less: May 1, 2019 Principal	(\$395,000)
Less: May 1, 2020 Principal	(\$410,000)
Less: May 1, 2021 Principal	(\$425,000)
<b>Current Bonds Outstanding</b>	<b>\$2,470,000</b>

<b>Series 2020 Special Assessment Revenue Bonds</b>	
Interest Rate:	2% to 2.75%
Maturity Date:	5/1/1938
Reserve Fund Definition:	50% Max Annual Dept
Reserve Fund Requirement:	\$234,591
Reserve Fund Balance:	\$234,601
Bonds outstanding - 7/10/20	\$7,685,000
<b>Current Bonds Outstanding</b>	<b>\$7,685,000</b>

**Viera East**  
**Community Development District**  
**Golf Course/Recreation Fund- Operations**  
**Prior Month/Year Comparison**

	Actuals		Actuals		Year to Date		Year to Date		Variance
	5/31/20	5/31/21	5/31/21	Variance	5/31/20	5/31/21	Variance		
<i>Revenues:</i>									
Greens Fees	\$ 99,426	\$ 133,782	\$ 34,356	\$ 1,176,558	\$ 950,227	\$ 7,877	\$ 226,331		
Gift Cards - Sales	\$ 716	\$ 570	\$ (146)	\$ 7,877	\$ 5,737	\$ (14,967)	\$ 2,139		
Gift Cards - Usage	\$ (551)	\$ (1,899)	\$ (1,348)	\$ (14,967)	\$ (10,185)	\$ 157,643	\$ (4,782)		
Season Advance/Trail Fees	\$ 17,803	\$ 13,213	\$ (4,590)	\$ 157,643	\$ 146,454	\$ 34,681	\$ 11,189		
Associate Memberships	\$ 2,291	\$ 1,580	\$ (711)	\$ 34,681	\$ 28,598	\$ 63,397	\$ 6,083		
Driving Range	\$ 7,043	\$ 9,384	\$ 2,341	\$ 63,397	\$ 51,700	\$ 1,400	\$ 11,697		
Golf Lessons	\$ 175	\$ 175	\$ -	\$ 1,400	\$ 1,400	\$ -	\$ -		
Merchandise Sales	\$ 8,607	\$ 10,371	\$ 1,764	\$ 81,822	\$ 75,607	\$ 26,545	\$ 6,215		
Restaurant	\$ 1,870	\$ 3,423	\$ 1,553	\$ 26,545	\$ 18,710	\$ 12,154	\$ 7,836		
Special Assessments - Operations	\$ 1,877	\$ 1,519	\$ (358)	\$ 12,154	\$ 15,018	\$ 6,573	\$ (2,864)		
Miscellaneous Income	\$ 1,280	\$ 3,053	\$ 1,773	\$ 6,573	\$ 18,094	\$ 1,553,683	\$ (11,521)		
<b>Total Revenues</b>	<b>\$ 140,538</b>	<b>\$ 175,173</b>	<b>\$ 34,635</b>	<b>\$ 1,553,683</b>	<b>\$ 1,301,360</b>	<b>\$ 1,553,683</b>	<b>\$ 252,323</b>		
<i>Expenditures:</i>									
Golf Course Expenditures	\$ 7,770	\$ 12,776	\$ (5,005)	\$ 89,999	\$ 89,766	\$ 1,724	\$ (234)		
Restaurant	\$ 193	\$ 290	\$ (97)	\$ 1,724	\$ 1,543	\$ 262,275	\$ (181)		
Golf Operations	\$ 34,367	\$ 35,747	\$ (1,380)	\$ 262,275	\$ 270,576	\$ 53,693	\$ 8,301		
Merchandise Sales	\$ 4,651	\$ 4,689	\$ (38)	\$ 53,693	\$ 48,671	\$ 559,377	\$ (5,021)		
Golf Course Maintenance	\$ 91,486	\$ 67,089	\$ 24,398	\$ 559,377	\$ 675,593	\$ 109,190	\$ 116,216		
Administrative	\$ 12,296	\$ 14,523	\$ (2,228)	\$ 109,190	\$ 98,799	\$ 1,076,258	\$ (10,390)		
<b>Total Expenditures</b>	<b>\$ 150,763</b>	<b>\$ 135,114</b>	<b>\$ 15,649</b>	<b>\$ 1,076,258</b>	<b>\$ 1,184,949</b>	<b>\$ 477,425</b>	<b>\$ 108,691</b>		
<b>Operating Income/(Loss)</b>	<b>\$ (10,225)</b>	<b>\$ 40,060</b>	<b>\$ 50,284</b>	<b>\$ 477,425</b>	<b>\$ 116,411</b>	<b>\$ 477,425</b>	<b>\$ 361,014</b>		

**Viera East  
Community Development District  
Special Assessment Receipts - FY2021**

Date	Net	Gen Fund	Debt Svc 2006	Rec Fund	Total
11/13/19	\$ 72,600.70	\$ 15,592.25	\$ 45,847.31	\$ 11,161.14	\$ 72,600.70
11/20/20	\$ 843,706.63	\$ 181,200.57	\$ 532,800.40	\$ 129,705.66	\$ 843,706.63
12/4/20	\$ 1,899,535.57	\$ 407,958.07	\$ 1,199,555.95	\$ 292,021.55	\$ 1,899,535.57
12/16/20	\$ 443,096.08	\$ 95,162.54	\$ 279,815.00	\$ 68,118.54	\$ 443,096.08
1/12/21	\$ 177,142.96	\$ 38,044.51	\$ 111,865.71	\$ 27,232.74	\$ 177,142.96
2/9/21	\$ 34,365	\$ 7,380	\$ 21,701	\$ 5,283	\$ 34,364.84
3/9/21	\$ 37,193	\$ 7,988	\$ 23,487	\$ 5,718	\$ 37,193
4/9/21	\$ 101,577	\$ 21,815	\$ 64,146	\$ 15,616	\$ 101,577
5/6/21	\$ 114,407	\$ 24,571	\$ 72,248	\$ 17,588	\$ 114,407
	\$ 3,723,623	\$ 799,712	\$ 2,351,466	\$ 572,444	\$ 3,723,623

	Net Assessed	Percentage	Assessments Collected	Assessments Transferred	Balance to Transfer
Debt Service Fund	\$ 2,376,297	63.15%	\$ 2,351,466	\$ (2,191,586)	\$ 72,248
General Fund	\$ 808,157	21.48%	\$ 799,712	\$ (799,712)	\$ -
Recreation Fund	\$ 578,489	15.37%	\$ 572,444	\$ (533,523)	\$ 17,588
	\$ 3,762,943	100.00%	\$ 3,723,623	\$ (3,524,821)	\$ 89,836

<b>Percentage Collected</b>	<b>98.96%</b>
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**Viera East  
Community Development District  
Detailed Rounds of Golf Report  
May-21**

<u>Rounds of Golf</u>	Monthly		Year to Date	
<b>Paid Rounds</b>				
Rounds of Golf- Associate Member	619	11%	5,550	14%
Rounds of Golf- CDD Resident	799	14%	6,339	16%
Rounds of Golf - Public	2,066	37%	13,436	33%
Rounds of Golf - Golf Now / EZ Links	877	16%	5,621	14%
Rounds of Golf- Tournaments	-	0%	6	0%
Rounds of Golf- Misc	-	0%	-	0%
Rain Check Issued	(64)	-1%	(621)	-2%
<b>Total Paid Rounds</b>	<b>4,297</b>		<b>30,331</b>	
<b>Member Rounds</b>				
Rounds of Golf - Members	809	15%	6,718	16%
<b>Total Member Rounds</b>	<b>809</b>		<b>6,718</b>	
<b>Comp Rounds</b>				
Rounds of Golf- Staff/Comp	76	1%	673	2%
Rounds of Golf- Other Comp	60	1%	727	2%
<b>Total Comp Rounds</b>	<b>136</b>		<b>1,400</b>	
Rounds of Golf - GolfNow/EZ Links	302	5%	2,267	6%
<b>TOTAL ROUNDS OF GOLF</b>	<b>5,544</b>	<b>100%</b>	<b>40,716</b>	<b>100%</b>

PY - PREVIOUS YEAR			
PY	PY	Vs. PY	Vs. PY
Monthly	Year to Date	Monthly	Year to Date
465	4,003	154	1,547
850	6,514	(51)	(175)
1,700	13,193	366	243
511	2,136	366	3,485
0	0	0	6
0	0	0	0
(27)	(432)	(37)	(189)
<b>3,499</b>	<b>25,414</b>	<b>798</b>	<b>4,917</b>
874	6,382	(65)	336
<b>874</b>	<b>6,382</b>	<b>(65)</b>	<b>336</b>
171	1,237	(95)	(564)
150	1,078	(90)	(351)
<b>321</b>	<b>2,315</b>	<b>(185)</b>	<b>(915)</b>
250	2,025	52	242
<b>4,944</b>	<b>36,136</b>	<b>600</b>	<b>4,580</b>

<u>Revenues</u>	Monthly		Year to Date	
<b>Greens Fee Revenue</b>				
Rounds of Golf- Associate Member	\$21,262	16%	\$228,791	20%
Rounds of Golf- CDD Resident	\$21,403	16%	\$210,337	18%
Rounds of Golf - Public	\$60,905	47%	\$516,861	45%
Rounds of Golf - Golf Now / EZ Links	\$28,486	22%	\$215,330	19%
Rounds of Golf- Tournaments	\$0	0%	\$2,679	0%
Rounds of Golf- Misc	\$0	0%	\$0	0%
Rain Check Issued	(\$1,595)	-1%	(\$19,270)	-2%
			\$3	
<b>TOTAL GREENS FEE REVENUE</b>	<b>\$130,461</b>	<b>100%</b>	<b>\$1,154,731</b>	<b>100%</b>

PY	PY	Vs. PY	Vs. PY
Monthly	Year to Date	Monthly	Year to Date
\$16,162	\$167,082	\$5,100	\$61,709
\$22,148	\$217,943	(\$745)	(\$7,606)
\$46,140	\$454,643	\$14,765	\$62,218
\$16,163	\$81,040	\$12,323	\$134,290
\$0	\$0	\$0	\$2,679
\$0	\$0	\$0	\$0
(\$554)	(\$11,861)	(\$1,041)	(\$7,409)
<b>\$100,059</b>	<b>\$908,847</b>	<b>\$30,402</b>	<b>\$245,884</b>

<u>Average \$ per Round of Golf</u>	Monthly		Year to Date	
<b>Average \$ per round of Golf</b>				
Rounds of Golf- Associate Member	\$34.35	#DIV/0!	\$41.22	
Rounds of Golf- CDD Resident	\$26.79		\$33.18	
Rounds of Golf - Public	\$29.48		\$38.47	
Rounds of Golf - Golf Now / EZ Links	\$32.48		\$38.31	
Rounds of Golf- Tournaments	#DIV/0!		\$446.50	
Rounds of Golf- Misc	\$0.00		\$0.00	
Rain Check Issued	\$24.92		\$31.03	
<b>TOTAL - Average \$ per round of Golf</b>	<b>\$30.36</b>		<b>\$38.07</b>	

PY	PY	Vs. PY	Vs. PY
Monthly	Year to Date	Monthly	Year to Date
\$34.76	\$41.74	(\$0.41)	(\$0.52)
\$26.06	\$33.46	\$0.73	(\$0.28)
\$27.14	\$34.46	\$2.34	\$4.01
\$31.63	\$37.94	\$0.85	\$0.37
#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!
#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!
\$20.51	\$27.46	\$4.41	\$3.57
<b>\$28.60</b>	<b>\$35.76</b>	<b>\$1.76</b>	<b>\$2.31</b>

	Monthly	Year to Date
Membership Revenue	\$13,213	\$157,641
Average \$ per round of Golf	\$16.33	\$23.47

PY	PY	Vs. PY	Vs. PY
Monthly	Year to Date	Monthly	Year to Date
\$17,803	\$146,450	(\$4,590)	\$11,191
\$20.37	\$22.95	(\$4.04)	\$0.52



Project Fund	Estimated Original Costs	Changes	Projected Revised Costs	Approved Costs	Remaining	Spent	Status/Estimation
Irrigation System	\$2,080,000		\$2,080,000	\$74,200	\$2,005,800	\$17,760	Authorization 2021-1 Engineer Approved, Req 20-21, and req 24, Req 28, Req 38, Req 45
Bunker Renovation & Liners	\$1,090,000		\$1,090,000	\$0	\$1,090,000	\$0	
Bulkheads	\$375,000	\$344,142	\$719,142	\$719,142	\$0	\$719,142	Req #5, 16-18 for Engineering, Req #11 for \$98,595.16, Req #15 for \$308,358, Req #19, Req 22-23, Req 29 & 30, Reqs 33 and 35, Req 37, Req 44
Tee Box Renovation	\$150,000		\$150,000		\$150,000	\$0	
Cart Path Extensions	\$175,000		\$175,000		\$175,000	\$0	
Regrass Fairways and Slopes	\$125,000		\$125,000	\$7,862	\$117,138	\$7,862	Hole #2 Approved - \$7,862.40 - Req 6
Maintenance Building Repairs	\$40,000		\$40,000		\$40,000	\$0	
Driving Range Tee	\$20,000		\$20,000		\$20,000	\$0	
Golf Course Lake - Banks	\$150,000		\$150,000		\$150,000	\$0	
#7 Green	\$65,000		\$65,000		\$65,000	\$0	
Pump Station Filter	\$35,000		\$35,000		\$35,000	\$0	
Culvert Repair #7 - Butterfly Valve	\$37,500		\$37,500		\$37,500	\$0	
Clubhouse	\$580,000	-\$344,142	\$235,858		\$235,858	\$0	
Woodside Park Restrooms	\$25,000		\$25,000		\$25,000	\$0	
Dog Park	\$55,000		\$55,000	\$20,832	\$34,168	\$20,832	Req 43
Woodside Park Playground	\$45,000	\$4,777	\$49,777	\$49,777	\$0	\$49,777	Req 14, Req 26, Req 31, Req 36, Req 39-40
Sidewalk Repair	\$75,000		\$75,000	\$35,681	\$39,319	\$35,681	Req 13, Req 25
Pavillion	\$95,000		\$95,000	\$0	\$95,000	\$0	
Maintenance Equipment	\$337,000	\$75,669	\$412,669	\$412,669	\$0	\$412,669	Req 4, 7-10, 12, Req 27, Req 34, Req 41, Req 42
Lost Revenue	\$287,395		\$287,395		\$287,395	\$0	
Contingency	\$180,690	-\$80,446	\$100,244		\$100,244	\$0	
	\$6,022,585	\$0	\$6,022,585	\$1,320,164	\$4,702,421	\$1,263,724	