



Rizzetta & Company

Greater Lakes/Sawgrass Bay Community Development District

**Board of Supervisors
Meeting
May 20th, 2026**

District Office:
8529 South Park Circle, Suite 330
Orlando, Florida 32819
407.472.2471

www.glsbcdd.org

GREATER LAKES SAWGRASS BAY COMMUNITY DEVELOPMENT DISTRICT

Cagan Crossings County Library, at 16729 Cagan Oaks, Clermont, Florida 34714
www.glsbcdd.org

Board of Supervisors	James Walker James Klinck Christina Cruz Pagan Gary Hayward Deborah Swansiger	Chairman Vice Chairman Assistant Secretary Assistant Secretary Assistant Secretary
District Manager	Brian Mendes	Rizzetta & Company, Inc.
District Counsel	Tina Garcia	Greenspoon Marder Law
District Engineer	Rey Malave	Dewberry Engineering

The Audience Comment portion of the agenda is where individuals may make comments on matters that concern the District. Individuals are limited to a total of three (3) minutes to make comments during this time.

Pursuant to provisions of the Americans with Disabilities Act, any person requiring special accommodations to participate in this meeting/hearing/workshop is asked to advise the District Office at least forty-eight (48) hours before the meeting/hearing/workshop by contacting the District Manager at (239) 936-0913. If you are hearing or speech impaired, please contact the Florida Relay Service by dialing 7-1-1, or 1-800-955-8771 (TTY) 1-800-955-8770 (Voice), who can aid you in contacting the District Office.

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

GREATER LAKES / SAWGRASS BAY COMMUNITY DEVELOPMENT DISTRICT

District Office · Orlando, Florida · (407) 472-2471
Mailing Address · 3434 Colwell Avenue, Suite 200, Tampa, Florida 33614
www.glsbcdd.org

**Board of Supervisors
Greater Lakes/Sawgrass Bay Community
Development District**

May 13th, 2026

FINAL AGENDA

Dear Board Members:

The meeting of the Board of Supervisors of the Greater Lakes/Sawgrass Bay Community Development District will be held on **May 20th, 2026, at 11:00 a.m.** at the **Cagan Crossings County Library** located at **16729 Cagan Oaks, Clermont, Florida 34714.**

- 1. CALL TO ORDER / ROLL CALL**
- 2. AUDIENCE COMMENTS**
- 3. COMMUNITY UPDATES**
 - A. Prince & Son's Updates
 1. Consideration of Gas Increase Letter.....Tab 1
 2. Consideration of Hurricane and Storm Response Pricing.....Tab 2
- 4. BUSINESS ADMINISTRATION**
 - A. Consideration of Minutes of Board of Supervisors' Regular Meeting held on March 18, 2026,.....Tab 3
 - B. Ratification of the Operation and Maintenance Expenditures for the Month of March 2026Tab 4
- 5. BUSINESS ITEMS**
 - A. Review of Off Duty Policing Schedule
 - B. Consideration of Landscape Proposals (Under Separate Cover)
 - C. Consideration of RFQ for Legal ServicesTab 5
 1. Straley Robin Vericker
 - D. Consideration of RFQ for Engineer Services.....Tab 6
 1. Kimley-Horn
 - E. Consideration of Resolution 2026-05, Reappointing Assistant TreasurerTab 7
- 6. STAFF REPORTS**
 - A. District Counsel
 - B. District Engineer
 - C. District Manager.....Tab 8
 1. Updates on Seranoa Conservation Issues
 2. Updates on SECO
 3. Presentation of Registered Voter Count
 4. Q1 Website Audit Review
- 7. AUDIENCE COMMENTS AND SUPERVISOR REQUESTS**
- 8. ADJOURNMENT**

We look forward to seeing you at the meeting. In the meantime, if you have any questions, please do not hesitate to call us at (407) 472-2471.

With appreciation,

Brian Mendes

District Manager

TAB 1



Headquarters
200 South F Street
Haines City, Florida 33844
(863) 422-5207
www.princeandsonsinc.com

Tampa
9513 US 92 East
Tampa, Florida 33610

Orlando
14645 Boggy Creek Rd
Orlando, Florida 32824

Valued Customer,

Our family-owned company at Prince & Sons thanks you for the business in servicing your property's landscaping. We are unable to continue to absorb excessive increase in the cost of fuel to our company. We do everything we can to conserve fuel and buy in bulk to keep our prices down however the increases to gas and diesel have resulted in a direct 3% increase to our hard costs that we need to pass along to our customers. We hope this is not a long-term problem so we want to have in place a clear invoicing process that can be tracked. Effective immediately we are sending a separate 3% fuel charge invoice to help offset this expense. The below increase will be invoiced:

Average gas price of \geq \$4/gallon we will have a 3% increase

Average gas price of \$3.50-\$3.99/gallon we will have a 2% increase

Average gas price \$3-\$3.49/gallon we will have a 1% increase

Average gas price $<$ \$3/gallon the fuel service charge will end

We thank you for your understanding with this. Please do not hesitate to contact your manager if you have any questions.

Warmest Regards,

Lucas Dean Martin
Vice President
Phone: 863-422-5207 Office



TAB 2



2026 Hurricane & Storm Response Pricing

Prince & Sons is ready to handle the challenges that severe storms or hurricanes may bring to Florida. In the event of such a situation, we are committed to delivering a rapid response to meet your property's needs. We emphasize proactive communication throughout our service, ensuring timely updates and empowering you to make informed decisions. Our management team is available 24/7, ensuring you can reach us whenever needed. With all the necessary materials on hand, we are fully prepared to manage storm-related cleanup. Once it is safe for our crews to begin, we will focus on clearing debris from exits and roadways to ensure emergency vehicle access.

All emergency clean-up and debris removal will be priced at a **Time and Material Rate** as follows:

\$65.00	per man hour (labor clean up, tree removal)
\$700.00	per truck of debris removed
\$125.00	per hour for use of heavy equipment (includes operator)
\$75.00	Staking of hardwood trees with pro 40's but please note: larger trees may have additional charges
\$125.00	Staking of palms with palm batten kits

Our Standard Operating Procedure Is:

- *Clearing roadways and exits first**
- *Clearing any debris off homes or property, unless notified otherwise**
- *Staking/replanting of downed palms and/or trees**
- *Debris clean up of common areas**

Prince & Sons values your business and is committed to taking all necessary steps to ensure a swift and safe response to your property during a storm. In the event a hurricane is forecast to impact Central Florida, a Prince & Sons representative will conduct a proactive inspection of the property, maintain constant communication with the Association Manager or designated community representatives, and develop a cleanup plan to ensure safe entry and exit for the community.

By signing below, you agree to the above-referenced pricing in the event of an approaching storm and grant Prince & Sons full authorization to proceed with storm cleanup once conditions are deemed safe, without requiring further approval. It is essential that a Prince & Sons Account Manager or representative has unrestricted access to any locked gates or entryways to the community, as well as full authority to coordinate any necessary assistance from subcontractors or affiliates of Prince & Sons for the property.

If this agreement is not signed, priority will be given to clients who have provided signed authorization prior to any storm events.

Property Name: _____ **Not to Exceed Amount: \$** _____

Community Manager or Representative: _____ **Management Company** _____

Account Manager Prince & Sons Rep: _____

Approval Signature: _____ **Date:** _____

AM Intitals: _____

TAB 3

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MINUTES OF MEETING

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

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GREATER LAKES/SAWGRASS BAY COMMUNITY DEVELOPMENT DISTRICT

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The meeting of the Board of Supervisors of the Greater Lakes/Sawgrass Bay Community Development District was held on **March 18th, 2026, at 11:18 a.m.** at the **Cagan Crossings County Library** located at **16729 Cagan Oaks, Clermont, Florida 34714.**

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Present and constituting a quorum were:

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Jim Walker	Board Supervisor, Chairman
James Klinck	Board Supervisor, Vice Chairman
Gary Hayward	Board Supervisor, Assistant Secretary
Deborah Swansiger	Board Supervisor, Assistant Secretary
Christina Cruz Pagan	Board Supervisor, Assistant Secretary

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Also present were:

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Brian Mendes	District Manager, Rizzetta & Co., Inc.
Giovanni Massimino	District Coordinator, Rizzetta & Co., Inc. <i>(via phone)</i>
Andrew Dominquez	District Counsel, Greenspoon Marder Law <i>(via phone)</i>
Chase Arrington	District Engineer, Dewberry <i>(via phone)</i>
Matt Mironchik	Landscape Inspection Specialist, Rizzetta & Co., Inc.
Cody Dawson	Account Manager, Prince & Sons Inc.

Audience Members **Present**

FIRST ORDER OF BUSINESS

Call to Order

Mr. Mendes called the meeting to order at 11:18 a.m. and conducted roll call.

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86 1. Landscape Inspection Reports
87

88 Mr. Mironchik reviewed the landscape inspection report with the Members of the Board and asked
89 if there were any questions. There were none.
90

91 **SIXTH ORDER OF BUSINESS**

**Consideration of Minutes of Board of
Supervisors' Regular Meeting held
February 18th, 2026**

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95 Mr. Mendes presented the meeting minutes from the Board of Supervisors meeting held on
96 February 18th, 2026, and asked if any changes were requested.
97

98 The Members of the Board reviewed the meeting minutes from February 18th, 2026.
99

100 No revisions were requested.
101

On a motion by Ms. Cruz Pagan, seconded by Mr. Walker with all in favor, the Board approved the minutes of the Board of Supervisors' meeting held on February 18th, 2026, for Greater Lakes/Sawgrass Bay Community Development District.

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103 **SEVENTH ORDER OF BUSINESS**

**Consideration of Minutes of 2nd Audit
Committee held on February 18th, 2026**

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105
106 Mr. Mendes presented the meeting minutes from the 2nd audit committee meeting held on
107 February 18th, 2026, and asked if any changes were requested.
108

109 The Members of the Board reviewed the 2nd audit committee meeting minutes from February
110 18th, 2026.
111

112 No revisions were requested.
113

On a motion by Ms. Cruz Pagan, seconded by Ms. Swansiger, with all in favor, the Board approved the meeting minutes from the 2nd audit committee meeting held on February 18th, 2026, for Greater Lakes/Sawgrass Bay Community Development District.

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115 **EIGHTH ORDER OF BUSINESS**

**Ratification of the Operation and
Maintenance Expenditures for January &
February 2026**

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119 The Members of the Board reviewed and approved the operation and maintenance expenditures
120 for the months of November 2025-January 2026.
121

On a motion by Mr. Walker, seconded by Ms. Swansiger, with all in favor, the Board ratified the operation & maintenance expenditures for November 2025 (\$34,204.77), December 2025 (\$31,624.49) and January 2026 (\$20,661.88), for Greater Lakes/Sawgrass Bay Community Development District.

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NINTH ORDER OF BUSINESS

Consideration of Engagement Letter for Auditing Services (FY 26-30)

Mr. Mendes reviewed the engagement letter for auditing services and pricing with the Members of the Board.

On a motion by Mr. Walker, seconded by Mr. Klinck, with all in favor, the Board approved Grau & Associates Engagement Letter for Auditing Services (FY 26-30), for Greater Lakes/Sawgrass Bay Community Development District.

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TENTH ORDER OF BUSINESS

Consideration of Resolution 2026-03, Approving 26/27 Proposed Budget & Setting Public Hearing

The Members of the Board and district staff reviewed and discussed the proposed 2026-2027 budget in detail.

The Members of the Board and district staff reviewed the line items in detail.

On a motion by Mr. Klinck, seconded by Ms. Swansiger, with a 4-0 vote, the Board adopted Resolution 2026-03, Approving 26/27 Proposed Budget & Setting Public Hearing, approving the proposed 26/27 budget as stated and setting public hearing for July 15th, 2026, for Greater Lakes/Sawgrass Bay Community Development District.

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ELEVENTH ORDER OF BUSINESS

Consideration of Resolution 2026-04, Imposing Assessments Certifying Assessment Roll FY 26-27

On a motion by Mr. Klinck, seconded by Mr. Walker, with a 4-0 vote, the Board adopted Resolution 2026-04, Imposing Assessments Certifying Assessment Roll FY 26-27, for Greater Lakes/Sawgrass Bay Community Development District.

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TWELFTH ORDER OF BUSINESS

Staff Reports

A. District Counsel

No reports.

151 **B. District Engineer**

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153 No reports.

154
155 Ms. Swansiger inquired about the recent wall repairs, inspections and expectations for the
156 project.

157
158 Mr. Arrington commented on the recent wall inspection to the Board.

159
160 The Members of the Board discussed the wall repair project.

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162 **C. District Manager**

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164 1. District Coordinator Report
165 2. Updates on Lake County Traffic Lights
166 3. Updates on Wall Repairs
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On a motion by Ms. Swansiger, seconded by Mr. Klinck, with a 4-0 vote, the Board approved district staff to set off duty patrol schedule, for two to three days per week, for the first month of patrols and then decrease, for Greater Lakes/Sawgrass Bay Community Development District.

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169 Mr. Mendes stated he will follow up with the County regarding the construction material.

170
171 The Members of the Board tabled the discussion of insurance broker until further notice.

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173 **THIRTEENTH ORDER OF BUSINESS** **Supervisor Requests & Audience**
174 **Comments**

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176 **AUDIENCE COMMENTS**

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178 No comments.

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180 **SUPERVISORS**

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182 No comments.

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184 **FIFTEENTH ORDER OF BUSINESS** **Adjournment**
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On a Motion by Ms. Swansiger, seconded by Mr. Hayward, with a 4-0 vote, the Board adjourned the meeting at 2:15 p.m., for Greater Lakes/Sawgrass Bay Community Development District.

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[SIGNATURES ON FOLLOWING PAGE]

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Assistant Secretary

Chairman/Vice Chairman

DRAFT

TAB 4

GREATER LAKES/SAWGRASS BAY COMMUNITY DEVELOPMENT DISTRICT

District Office · Orlando, FL 32819

Mailing Address – 3434 Colwell Avenue, Suite 200, Tampa, Florida 33614

www.glsbcdd.org

Operation and Maintenance Expenditures March 2026 For Board Approval

Attached please find the check register listing the Operation and Maintenance expenditures paid from March 1, 2026 through March 31, 2026. This does not include expenditures previously approved by the Board.

The total items being presented: **\$31,819.96**

Approval of Expenditures:

_____ Chairperson

_____ Vice Chairperson

_____ Assistant Secretary

Greater Lakes/Sawgrass Community Development District

Paid Operation & Maintenance Expenditures

March 1, 2026 Through March 31, 2026

<u>Vendor Name</u>	<u>Check Number</u>	<u>Invoice Number</u>	<u>Invoice Description</u>	<u>Invoice Amount</u>
Dewberry Engineers, Inc.	100290	22481682	Engineering Services 02/26	\$ 687.50
DR Media and Investments, LLC	100291	300325874	Legal Advertising 02/26	\$ 268.25
Greenspoon Marder Law	100293	1666439	Legal Services 02/26	\$ 1,196.03
Prince & Sons, Inc.	100294	22558	Landscape Maintenance 03/26	\$ 6,574.00
Prince & Sons, Inc.	100296	22812	Irrigation Repair 03/26	\$ 3,066.30
Rizzetta & Company, Inc.	100288	INV0000107450	Accounting Services 03/26	\$ 4,750.09
School Now	100295	INV-SN-1320	Website Compliance & Management 03/26	\$ 384.38
SECO Energy	20260317-1	4000054700-030226	Electric Services 02/26	\$ 6,966.43
SECO Energy	20260317-2	4000271302-030226	Electric Services 02/26	\$ 47.00
SECO Energy	20260317-3	4000419601-030226	Electric Services 02/26	\$ 45.00
SSS Down To Earth Opco, LLC	100292	152150-285	Landscape Maintenance 09/25	\$ 6,405.78
Sunshine Water Services	20260316	8089510000-022426	Water Services 02/26	<u>\$ 1,429.20</u>
Report Total				<u>\$ 31,819.96</u>

TAB 5

Straley Robin Vericker

Attorneys at Law

1510 W. Cleveland St.
Tampa, Florida 33606
Tel: (813) 223-9400

Writer's Direct Dial: (813) 321-4107
Writer's E-mail: vbabbar@srvlegal.com
Website: www.srvlegal.com

May 12, 2026

Via Email

Greater Lakes/Sawgrass Bay Community Development District
c/o Rizzetta & Company
Attn: Brian Mendes, District Manager
BMendes@Rizzetta.com

Dear Brian:

Our law firm is pleased to have this opportunity to submit a proposal to serve as District Counsel for the Greater Lakes/Sawgrass Bay Community Development District. Our law firm's practice is focused on the representation of CDDs. We currently represent over 100 CDDs located throughout central Florida and are intimately familiar with all phases of CDD operations, including the ongoing representation of resident controlled CDDs. While we do not perform any litigation services, if litigation is necessary, we will be happy to provide referrals of experienced attorneys familiar with CDDs and provide assistance to the litigation counsel of the CDD's choice as needed based on our experience in representing various CDDs.

We are enclosing biographical information about the firm's lawyers which touch upon our qualifications, which is also available on our firm's website at www.srvlegal.com.

With respect to legal fees and costs, we understand that the Board expects District Counsel to provide legal services in a cost effective and efficient manner. Because of the firm's extensive experience with CDDs and our familiarity with the various issues facing CDDs, we believe we can provide legal services efficiently and in a cost-effective manner. Hourly rates for assistants, paralegals, and attorneys with the firm currently range from \$100/hour to \$405/hour, including travel time to and from meetings if in person attendance is requested; however, we are happy to call into meetings as well and based on the distance from our office to the community that would be our preference.

On behalf of the firm, thank you for considering us to serve as Greater Lakes/Sawgrass Bay CDD's District Counsel.

Sincerely,

Vivek K. Babbar

Vivek K. Babbar
*Board Certified in City, County and Local
Government Law*

Encls.

Straley Robin Vericker

Cari Allen Webster



Experience:

Cari Allen Webster is an attorney with Straley Robin Vericker and joined the firm in 2024. Cari serves as lead counsel to numerous community development districts represented by the firm and has experience in the areas of real property, business, land use, and local government. Cari has over 7 years of experience working for Hillsborough County, where she handled a multitude of real estate projects including acquisitions, dispositions, leases, vacate petitions, land exchanges, and land use restrictions. As a transactional attorney, she has represented clients in purchase and sale transactions, landlord tenant matters, foreclosure cases, business formation, and title closings.

Background:

Aside from her legal pursuits, Cari is an active member of the Junior League of Tampa, volunteering her time to support the local community and programs funded by the League. During law school, Cari served as Vice President of the Real Property, Probate, and Trust Law Association, organizing events and keeping the committee apprised of relevant legal updates. Prior to law school, she had a career in commercial property and facilities management, representing investors in the management of several office and warehouse buildings.

[Admitted to the Florida Bar in October 2015]

Education:

- University of South Florida, B.S. in Finance and Economics (2010)
- Stetson University College of Law, J.D. (2015)

Straley Robin Vericker

Mark K. Straley



Experience:

Mark K. Straley has practiced law in Tampa, Florida since 1976, and established the firm in 2004. For the past 30 years, Mark has focused his practice on the representation of community development districts (CDDs). He has written and lectured extensively on community development districts and enjoys a statewide reputation with respect to CDDs. Mark is *AV Rated*, the highest rating awarded by the *Martindale-Hubbell* law directory. As one of the first CDD lawyers in Florida, Mark has many years of experience in all facets of special district and local government law, including the formation and operation of CDDs, construction of public infrastructure, issuance of tax exempt bonds, contracts and competitive bidding requirements, sunshine law, public records law, and real property law. In addition to his legal training, Mark also holds a masters degree in public administration. His graduate work focused on public finance, budgeting and the administration of local governments, including special districts.

Background:

Mark is a member of the Hillsborough County Bar Association and The Florida Bar; he is also admitted to practice in the *United States District Court for the Middle District of Florida*, and the *United States Eleventh Circuit Court of Appeals*. Prior to forming his own firm, he was a partner in the statewide law firm, *Akerman Senterfitt* (1991-2004), and also practiced with the *Bush Ross* law firm (1981-1990) and *Holland & Knight* (1976-1980).

[Admitted to the Florida Bar in December 1976]

Education:

- Kenyon College, A.B. *cum laude* with high honors in Political Science (1971)
- Wayne State University, M.P.A. (1973)
- University of Michigan Law School, J.D. *cum laude* (1976)

Straley Robin Vericker

Tracy J. Robin



Experience:

Tracy J. Robin is a native of Tampa, Florida, and established the firm in 2004. He is *AV Rated*, the highest rating awarded by the *Martindale-Hubbell* law directory, and focuses his practice in real property, land use, and local government law. Tracy serves as lead counsel to numerous community development districts represented by the firm, and has extensive experience with the formation and operation of special districts, construction of public infrastructure, issuance of tax exempt bonds, contracts, public records law, sunshine law, statutory requirements governing the conduct of public officers, competitive bidding, and other aspects of local government law. Since 1991, he has served as General Counsel to the Hillsborough County City-County Planning Commission, an independent land planning agency created by the Florida legislature to provide comprehensive planning services for unincorporated Hillsborough County, and its three municipalities, the City of Tampa, the City of Temple Terrace, and Plant City, Florida. Tracy also has extensive experience in the area of real property law, which includes commercial real estate transactions, institutional mortgage lending, title insurance, workouts and foreclosure, landlord

tenant law, and land use.

Background:

Tracy is a member of the Hillsborough County Bar Association and The Florida Bar; he is also admitted to practice in the *United States District Court for the Middle District of Florida*, and the *United States Eleventh Circuit Court of Appeals*. Prior to forming his own firm, he was a partner in the statewide firm, *Akerman Senterfitt* (1991-2004), and practiced with *Moffitt, Hart & Herron* (1989-1990). Before attending law school, he had a career in the title insurance industry (1975-1986), and served as the Branch Manager for the Tampa office of Lawyers Title Insurance Corporation.

[Admitted to the Florida Bar in April 1989]

Education:

- Mercer University, B.A. (Economics & History, 1975)
- Shepard Broad Law Center, Nova Southeastern University, J.D. (1989)

Straley Robin Vericker

John M. Vericker



Experience:

John M. Vericker is an attorney with *Straley Robin Vericker*, and has practiced with the firm since 2005. John is Board Certified in City, County and Local Government Law and he is *AV Rated*, the highest rating awarded by the Martindale-Hubbell law directory. His practice focuses primarily in local government, real property, and land use law. John serves as lead counsel to numerous community development districts represented by the firm, and has significant experience in the formation and operation of special districts, construction of public infrastructure, issuance of tax exempt bonds, government contracts, public records law, sunshine law, statutory requirements governing the conduct of public officers, elections laws, competitive bidding, and other aspects of local government law. John has also appeared in court and before various local government boards with respect to CDD issues. John also represents clients in commercial real estate transactions and foreclosure litigation.

Background:

John is a member of the Hillsborough County Bar Association, the Florida Bar Association, the Environmental and Land Use Law Section of the Florida Bar, the City, County and Local Government Law Section of the Florida Bar, and the Real Property Probate and Trust Law Section of the Florida Bar. He is also admitted to practice in the *United States District Court for the Middle District of Florida*. In May of 2009, John graduated from the Hillsborough County Bar Association Leadership Institute, and he served on the Hillsborough County Bar Association Leadership Institute Executive Committee from 2010-2011. During law school, John served as a law clerk with the Pinellas County Attorney's Office. Prior to attending law school, John was a Senior Coordinator with Seminole County, Florida.

[Admitted to the Florida Bar in September 2004]

Education:

- University of Florida - Fisher School of Accounting, B.S. in Accounting (1997)
- University of Florida - School of Forest Resources and Conservation, Master of Forest Resources and Conservation, (1999)
- University of Florida – Levin College of Law, J.D. *cum laude* (2004)

Straley Robin Vericker

Vivek K. Babbar



Experience:

Vivek K. Babbar is an attorney with *Straley Robin Vericker*, and has practiced with the firm since 2014. Vivek is Board Certified in City, County and Local Government Law. Vivek serves as lead counsel to numerous community development districts represented by the firm, and has experience in the formation and operation of special districts, construction of public infrastructure, issuance of tax exempt bonds, government contracts, public records law, sunshine law, statutory requirements governing the conduct of public officers, elections laws, competitive bidding, and other aspects of local government law. Vivek has also appeared before various local government boards with respect to CDD issues.

Background:

Vivek is a member of the Hillsborough County Bar Association and the Florida Bar. During law school, Vivek externed with the National Oceanic and Atmospheric Administration Office of General Counsel in St. Petersburg, Florida.

[Admitted to the Florida Bar in October 2013]

Education:

- University of Florida - B.A. in Anthropology (2010)
- University of Florida - Levin College of Law, J.D. *cum laude* (2013)

Straley Robin Vericker

Kathryn “KC” Hopkinson



Experience:

Kathryn “KC” Hopkinson is an attorney with *Straley Robin Vericker* and joined the firm in 2023. KC serves as lead counsel to numerous community development districts represented by the firm.

KC is a highly skilled labor and employment law and litigation attorney who has represented businesses and individuals in need of counsel for over 10 years. Since 2012, KC’s practice has included, but not been limited to, age and gender discrimination, national origin and race discrimination, disability discrimination, wrongful termination, sexual harassment, contract writing and negotiations, policy manual writing and updating, wage and hour, EEOC investigations, mediations, arbitrations, HR management, and state and federal appeals.

KC has been recognized by her peers as one of Tampa’s Attorneys of the Year for 2021 and 2022 in Tampa Style Magazine (September 2021 and September 2022) and one chosen as one of Tampa’s Top Lawyers for 2022 in Tampa Magazine (January 2023). She has also been named a Super Lawyers “Rising Star” yearly since 2016. This is an honor

reserved for those lawyers who exhibit excellence in practice. Only 2.5% of attorneys in Florida receive this distinction. Additionally, from 2017 to 2020 KC was selected as one of the “Top 40 Under 40” Labor & Employment lawyers in the State of Florida by the American Society of Legal Advocates (ASLA), an invitation-only legal organization comprised of the nation’s most skilled lawyers. The ASLA selection process includes lawyers who combine stellar legal credentials with proven commitment to community engagement, leadership, and the highest professional standards. Less than 1.5% of lawyers nationally are selected to this top honor.

Background:

KC is an active Member of The Florida Bar, the Hillsborough County Bar Association, the American Bar Association, the Florida and Hillsborough County Associations for Women Lawyers and the National Society Daughters of the American Revolution.

Aside from her legal pursuits, KC is an active member at Hyde Park United Methodist Church where she volunteers in the Children’s Ministries and with the Cold Weather Shelter for the homeless as well as sits on the Board of Trustees. KC also volunteers with Selah Freedom, promoting sex trafficking awareness. KC is an avid reader, traveler, and yoga practitioner.

[Admitted to the Florida Bar in April 2013]

Education:

- The University of Tampa, B.A., (Government and World Affairs)
- Stetson University College of Law, J.D. (2012)

Straley Robin Vericker

Whitney A. Sousa



Experience:

Whitney A. Sousa is an attorney with *Straley Robin Vericker* and joined the firm in 2023. Whitney serves as lead counsel to numerous community development districts represented by the firm. Whitney served as a teaching assistant for Research & Writing and Contracts, interned with the Hon. Amanda Arnold Sansone of the United States District Court for the Middle District of Florida, and interned with the National Labor Relations Board (Region 12).

Background:

Whitney was awarded The National Order of Scribes Award in law school. During law school, Whitney served as Assistant Editor for the Local Government section of the *Stetson Law Review*, where she wrote and published digests on various topics concerning Florida local government.

[Admitted to the Florida Bar in September 2022]

Education:

- University of New Mexico – B.A. in Sociology (2013)
- Stetson University College of Law, J.D. magna cum laude (2022)

TAB 6



April 27, 2026

Brian Mendes
District Manager, Greater Lakes/Sawgrass Bay CDD
c/o Rizzetta & Company

**RE: Greater Lakes/Sawgrass Bay CDD
District Engineering Services**

Dear Mr. Mendes,

Kimley-Horn and Associates, Inc. (“Kimley-Horn” or “Consultant”) is pleased to submit this Letter Agreement (the “Agreement”) to **Greater Lakes/Sawgrass Bay CDD** (the “Client”) for providing professional engineering services related to the continued operation of the Greater Lakes/Sawgrass Bay CDD in Lake County, FL.

PROJECT UNDERSTANDING

- Kimley-Horn proposes to perform professional engineering services as requested by the Greater Lakes/Sawgrass Bay CDD.
- The intent of this proposal is to encompass general civil engineering services as needed for monthly operation of the Greater Lakes/Sawgrass Bay CDD.
- The Greater Lakes/Sawgrass Bay CDD is an existing Community Development District located in Lake County, Florida.

SCOPE OF SERVICES

Kimley-Horn will provide the services specifically set forth below.

TASK 1 – GENERAL ENGINEERING SERVICES

Kimley-Horn will perform general engineering services typical of a CDD. General Services include attendance at monthly CDD meetings, responding to and answering general questions from the CDD Board of Supervisors and community members, and working with CDD staff. Kimley-Horn will work with CDD staff to provide assistance as needed or as requested regarding CDD needs and issues.

TASK 2 – ADDITIONAL SERVICES

Kimley-Horn can provide additional assistance and coordination as requested by the Client. Additional Services would need to be specifically requested and not considered part of the General Engineering Services.

ADDITIONAL SERVICES

Any services not specifically provided for in the above scope will be billed as additional services and performed at our then current hourly rates. Additional services we can provide include, but are not limited to, the following:

1. Civil Engineering Design and Permitting
2. Enhanced Landscape/Hardscape and Irrigation Design
3. Amenity Design
4. Lighting Design/Photometrics
5. Monument/Wayfinding Sign Design
6. 3-D Renderings
7. Traffic Engineering Services (including Traffic Impact Analysis and MOT design)
8. Environmental Studies/Permitting
9. ERP Stormwater Pond Inspections

SCHEDULE

Kimley-Horn will provide services as expeditiously as practicable with the goal of meeting a mutually-agreed-upon schedule.

FEE AND EXPENSES

Kimley-Horn will perform the services described in the above scope of services for the following lump sum labor fee:

Kimley-Horn will perform the services in **Tasks 1** of the Scope of Service on a labor fee plus expense basis with the maximum labor fee of **\$18,000**. Kimley-Horn will not exceed the total maximum labor fee shown without authorization from the Client.

If requested KHA will perform the **Task 2 - Additional Services** for a labor fee plus expense basis. Labor fee will be billed according to the attached rate schedule, which is subject to annual adjustment.

For all tasks, direct reimbursable expenses such as express mail, fees, air travel, out-of-town mileage, and other direct expenses will be billed at 1.15 times cost. An amount equal to 4.6% of labor fees will be added to each invoice to cover certain other expenses such as in-house duplicating, local mileage, telephone calls, facsimiles, postage, and word processing computer time. Administrative time related to the project may be billed hourly. All permitting, application, and similar project fees will be paid directly by the Client.

Fees and expenses will be invoiced monthly based, as applicable, upon the percentage of services completed or actual services performed and expenses incurred as of the invoice date. Payment will be due within 25 days of your receipt of the invoice.

CLOSURE

In addition to the matters set forth herein, our Agreement shall include and be subject to, and only to, the attached Standard Provisions, which are incorporated by reference. As used in the Standard Provisions, "Kimley-Horn" shall refer to **Kimley-Horn and Associates, Inc.**, and "Client" shall refer to **Greater Lakes/Sawgrass Bay CDD**.

Kimley-Horn, in an effort to expedite invoices and reduce paper waste, submits invoices via email in a PDF. We can also provide a paper copy via regular mail if requested. Please include the invoice number and Kimley-Horn project number with all payments. Please provide the following information:

____ Please email all invoices to _____

____ Please copy _____

To proceed with the services, please have an authorized person sign this Agreement in the spaces provided below and return to us. We will commence services only after we have received a fully executed agreement. Fees and times stated in this Agreement are valid for sixty (60) days after the date of this letter.

We appreciate the opportunity to provide these services. Please contact me if you have any questions.

Sincerely,

KIMLEY-HORN AND ASSOCIATES, INC.

Richard E. Mills III, P.E.
Project Manager

Jared M. Wynn, P.E.
Associate

Agreed to this _____ day of _____, 2026

Greater Lakes/Sawgrass Bay CDD

SIGNED: _____

PRINTED NAME: _____

TITLE: _____

DATE: _____

Attachment – Standard Provisions

KIMLEY-HORN AND ASSOCIATES, INC.
STANDARD PROVISIONS

- 1) **Kimley-Horn's Scope of Services and Additional Services.** Kimley-Horn will perform only the services specifically described in this Agreement ("Services"). Any services that are not set forth in the scope of Services described herein will constitute additional services ("Additional Services"). If requested by the Client and agreed to by Kimley-Horn, Kimley-Horn will perform Additional Services, which shall be governed by these provisions. Unless otherwise agreed to in writing, the Client shall pay Kimley-Horn for any Additional Services an amount based upon Kimley-Horn's then-current hourly rates plus an amount to cover certain direct expenses including in-house reproduction, postage, supplies, digital data storage and security, and local mileage. Other direct expenses will be billed at 1.15 times cost.
- 2) **Client's Responsibilities.** In addition to other responsibilities herein or imposed by law, the Client shall:
 - a. Designate in writing a person to act as its representative, such person having complete authority to transmit instructions, receive information, and make or interpret the Client's decisions.
 - b. Provide all information and criteria as to the Client's requirements, objectives, and expectations for the Project and all standards of development, design, or construction.
 - c. Provide Kimley-Horn all available studies, plans, or other documents pertaining to the Project, such as surveys, engineering data, environmental information, etc., all of which Kimley-Horn may rely upon.
 - d. Arrange for access to the site and other property as required for Kimley-Horn to provide its Services.
 - e. Review all documents or reports presented by Kimley-Horn and communicate decisions pertaining thereto within a reasonable time so as not to delay Kimley-Horn.
 - f. Furnish approvals and permits from governmental authorities having jurisdiction over the Project and approvals and consents from other parties as may be necessary.
 - g. Obtain any independent accounting, legal, insurance, cost estimating, and feasibility services required by Client.
 - h. Give prompt written notice to Kimley-Horn whenever the Client becomes aware of any development that affects Kimley-Horn's Services or any defect or noncompliance in any aspect of the Project.
- 3) **Period of Services.** Unless otherwise stated herein, Kimley-Horn will begin work after receipt of a properly executed copy of this Agreement. This Agreement assumes conditions permitting continuous and orderly progress through completion of the Services. Times for performance shall be extended as necessary for delays or suspensions due to circumstances that Kimley-Horn does not control. If such delay or suspension extends for more than six months, Kimley-Horn's compensation shall be renegotiated.
- 4) **Method of Payment.** Client shall pay Kimley-Horn as follows:
 - a. Invoices will be submitted periodically for Services performed and expenses incurred. Payment of each invoice will be due within 25 days of receipt. The Client shall also pay any applicable sales tax. All retainers will be held by Kimley-Horn and applied against the final invoice. Interest will be added to accounts not paid within 25 days at the maximum rate allowed by law. If the Client fails to make any payment due under this or any other agreement within 30 days after Kimley-Horn's transmittal of its invoice, Kimley-Horn may, after giving notice to the Client, suspend services and withhold deliverables until all amounts due are paid.
 - b. The Client will remit all payments electronically to:

Account Name: KIMLEY-HORN AND ASSOCIATES, INC.
Bank Name and Address: WELLS FARGO BANK, N.A., SAN FRANCISCO, CA 94104
Account Number: 2073089159554
ABA#: 121000248
 - c. The Client will send the Project number, invoice number and other remittance information by e-mail to payments@kimley-horn.com at the time of payment.
 - d. If the Client relies on payment or proceeds from a third party to pay Kimley-Horn and Client does not pay Kimley-Horn's invoice within 60 days of receipt, Kimley-Horn may communicate directly with such third party to secure payment.
 - e. If the Client objects to an invoice, it must advise Kimley-Horn in writing giving its reasons within 14 days of receipt of the invoice or the Client's objections will be waived, and the invoice shall conclusively be deemed due and owing. If the Client objects to only a portion of the invoice, payment for all other portions remains due.
 - f. If Kimley-Horn initiates legal proceedings to collect payment, it shall recover, in addition to all amounts due, its reasonable attorneys' fees, reasonable experts' fees, and other expenses related to the proceedings. Such expenses shall include the cost, at Kimley-Horn's normal hourly billing rates, of the time devoted to such proceedings by its employees.

- g. The Client agrees that the payment to Kimley-Horn is not subject to any contingency or condition. Kimley-Horn may negotiate payment of any check tendered by the Client, even if the words "in full satisfaction" or words intended to have similar effect appear on the check without such negotiation being an accord and satisfaction of any disputed debt and without prejudicing any right of Kimley-Horn to collect additional amounts from the Client.
- 5) **Use of Deliverables.** All documents, data, and other deliverables prepared by Kimley-Horn are related exclusively to the Services described in this Agreement and may be used only if the Client has satisfied all of its obligations under this Agreement. They are not intended or represented to be suitable for use or reuse by the Client or others on extensions of this Project or on any other project. Any modifications by the Client to any of Kimley-Horn's deliverables, or any reuse of the deliverables without written authorization by Kimley-Horn will be at the Client's sole risk and without liability to Kimley-Horn, and the Client shall indemnify, defend and hold Kimley-Horn harmless from all claims, damages, losses and expenses, including but not limited to attorneys' fees, resulting therefrom. Kimley-Horn's electronic files and source code remain the property of Kimley-Horn and shall be provided to the Client only if expressly provided for in this Agreement. Any electronic files not containing an electronic seal are provided only for the convenience of the Client and use of them is at the Client's sole risk. In the case of any defects in the electronic files or any discrepancies between them and the hardcopy of the deliverables prepared by Kimley-Horn, the hardcopy shall govern.
- 6) **Intellectual Property.** Kimley-Horn may use or develop its proprietary software, patents, copyrights, trademarks, trade secrets, and other intellectual property owned by Kimley-Horn or its affiliates ("Intellectual Property") in the performance of this Agreement. Intellectual Property, for purposes of this section, does not include deliverables specifically created for Client pursuant to the Agreement and use of such deliverables is governed by section 5 of this Agreement. Kimley-Horn maintains all interest in and ownership of its Intellectual Property and conveys no rights in the Intellectual Property to Client, unless otherwise agreed to in writing. Any enhancements of Intellectual Property made during the performance of this Agreement are solely owned by Kimley-Horn and its affiliates. If Kimley-Horn's Services include providing Client with access to or a license for Kimley-Horn's (or its affiliates') proprietary software or technology, Client agrees to the Terms of Service set forth at <https://www.khtsinc.com/terms-of-Service/> which terms are incorporated herein by reference.
- 7) **Opinions of Cost.** Because Kimley-Horn does not control the cost of labor, materials, equipment or services furnished by others, methods of determining prices, or competitive bidding or market conditions, any opinions rendered as to costs, including but not limited to the costs of construction and materials, are made solely based on its judgment as a professional familiar with the industry. Kimley-Horn cannot and does not guarantee that proposals, bids or actual costs will not vary from its opinions of cost. If the Client wishes greater assurance as to the amount of any cost, it shall employ an independent cost estimator. Kimley-Horn's services required to bring costs within any limitation established by the Client will be paid for as Additional Services.
- 8) **Termination.** The obligation to provide further services under this Agreement may be terminated by either party upon seven days' written notice in the event of substantial failure by the other party to perform in accordance with the terms hereof, or upon thirty days' written notice for the convenience of the terminating party. Kimley-Horn shall be paid for all services rendered and expenses incurred to the effective date of termination, and other reasonable expenses incurred by Kimley-Horn as a result of such termination.
- 9) **Standard of Care.** The standard of care applicable to Kimley-Horn's Services will be the degree of care and skill ordinarily exercised by consultants performing the same or similar services in the same locality at the time the Services are provided. No warranty, express or implied, is made or intended by Kimley-Horn's performance of services, and it is agreed that Kimley-Horn is not a fiduciary with respect to the Client.
- 10) **LIMITATION OF LIABILITY.** In recognition of the relative risks and benefits of the Project to the Client and Kimley-Horn, the risks are allocated such that, to the fullest extent allowed by law, and notwithstanding any other provisions of this Agreement or the existence of applicable insurance coverage, that the total liability, in the aggregate, of Kimley-Horn and Kimley-Horn's officers, directors, employees, agents, and subconsultants to the Client or to anyone claiming by, through or under the Client, for any and all claims, losses, costs, attorneys' fees, or damages whatsoever arising out of or in any way related to the services under this Agreement from any causes, including but not limited to, the negligence, professional errors or omissions, strict liability or breach of contract or any warranty, express or implied, of Kimley-Horn or Kimley-Horn's officers, directors, employees, agents, and subconsultants, shall not exceed twice the total

compensation received by Kimley-Horn under this Agreement or \$50,000, whichever is greater. An increase to this limitation of liability may be negotiated for additional fee. This Section is intended solely to limit the remedies available to the Client or those claiming by or through the Client, and nothing in this Section shall require the Client to indemnify Kimley-Horn.

- 11) **Mutual Waiver of Consequential Damages.** In no event shall either party be liable to the other for any consequential, incidental, punitive, or indirect damages including but not limited to loss of income or loss of profits.
- 12) **Professional Liability Insurance.** Kimley-Horn will maintain a professional liability insurance policy for the Services provided by Kimley-Horn during the course of this Agreement.
- 13) **Construction Costs.** Under no circumstances shall Kimley-Horn be liable for extra costs or other consequences due to changed or unknown conditions or related to the failure of contractors to perform work in accordance with the plans and specifications. Kimley-Horn shall have no liability whatsoever for any costs arising out of the Client's decision to obtain bids or proceed with construction before Kimley-Horn has issued final, fully approved plans and specifications. The Client acknowledges that all preliminary plans are subject to substantial revision until plans are fully approved and all permits obtained.
- 14) **Certifications.** All requests for Kimley-Horn to execute certificates, lender consents, or other third-party reliance letters must be submitted to Kimley-Horn at least 14 days prior to the requested date of execution. Kimley-Horn shall not be required to execute certificates, consents, or third-party reliance letters that are inaccurate, that relate to facts of which Kimley-Horn does not have actual knowledge, or that would cause Kimley-Horn to violate applicable rules of professional responsibility.
- 15) **Dispute Resolution.** All claims arising out of this Agreement or its breach shall be submitted first to mediation in accordance with the American Arbitration Association as a condition precedent to litigation.
- 16) **Hazardous Substances and Conditions.** Kimley-Horn shall not be a custodian, transporter, handler, arranger, contractor, or remediator with respect to hazardous substances and conditions. Kimley-Horn's Services will be limited to analysis, recommendations, and reporting, including, when agreed to, plans and specifications for isolation, removal, or remediation. Kimley-Horn will notify the Client of unanticipated hazardous substances or conditions of which Kimley-Horn actually becomes aware. Kimley-Horn may stop affected portions of its Services until the hazardous substance or condition is eliminated.
- 17) **Construction Phase Services.**
 - a. If Kimley-Horn prepares construction documents and Kimley-Horn is not retained to make periodic site visits, the Client assumes all responsibility for interpretation of the documents and for construction observation, and the Client waives any claims against Kimley-Horn in any way connected thereto.
 - b. Kimley-Horn shall have no responsibility for any contractor's means, methods, techniques, equipment choice and usage, equipment maintenance and inspection, sequence, schedule, safety programs, or safety practices, nor shall Kimley-Horn have any authority or responsibility to stop or direct the work of any contractor. Kimley-Horn's visits will be for the purpose of observing construction and reporting to the Client whether the contractors' work generally conforms to the construction documents prepared by Kimley-Horn. Kimley-Horn neither guarantees the performance of contractors, nor assumes responsibility for any contractor's failure to perform its work in accordance with the contract documents.
 - c. Kimley-Horn is not responsible for any duties assigned to it in the construction contract that are not expressly provided for in this Agreement. The Client agrees that each contract with any contractor shall state that the contractor shall be solely responsible for job site safety and its means and methods; that the contractor shall indemnify the Client and Kimley-Horn for all claims and liability arising out of job site accidents; and that the Client and Kimley-Horn shall be made additional insureds under the contractor's general liability insurance policy.
- 18) **No Third-Party Beneficiaries; Assignment and Subcontracting.** This Agreement gives no rights or benefits to anyone other than the Client and Kimley-Horn, and all duties and responsibilities undertaken pursuant to this Agreement will be for the sole benefit of the Client and Kimley-Horn. The Client shall not assign or transfer any rights under or interest in this Agreement, or any claim arising out of the performance of services by Kimley-Horn, without the written consent of Kimley-Horn. Kimley-Horn reserves the right to augment its staff with subconsultants as it deems appropriate due to project logistics, schedules, or market conditions. If Kimley-Horn exercises this right, Kimley-Horn will maintain the agreed-upon billing rates for

services identified in the contract, regardless of whether the services are provided by in-house employees, contract employees, or independent subconsultants.

- 19) **Confidentiality.** The Client consents to the use and dissemination by Kimley-Horn of photographs of the Project and to the use by Kimley-Horn of facts, data and information obtained by Kimley-Horn in the performance of its Services. If, however, any facts, data or information are specifically identified in writing by the Client as confidential, Kimley-Horn shall use reasonable care to maintain the confidentiality of that material.
 - 20) **Miscellaneous Provisions.** This Agreement is to be governed by the law of the State of Florida. This Agreement contains the entire and fully integrated agreement between the parties and supersedes all prior and contemporaneous negotiations, representations, agreements, or understandings, whether written or oral. Except as provided in Section 1, this Agreement can be supplemented or amended only by a written document executed by both parties. Any conflicting or additional terms on any purchase order issued by the Client shall be void and are hereby expressly rejected by Kimley-Horn. If Client requires Kimley-Horn to register with or use an online vendor portal for payment or any other purpose, any terms included in the registration or use of the online vendor portal that are inconsistent or in addition to these terms shall be void and shall have no effect on Kimley-Horn or this Agreement. Any provision in this Agreement that is unenforceable shall be ineffective to the extent of such unenforceability without invalidating the remaining provisions. The non-enforcement of any provision by either party shall not constitute a waiver of that provision nor shall it affect the enforceability of that provision or of the remainder of this Agreement.
- (21) PURSUANT TO FS 558.0035, EMPLOYEES OF KIMLEY-HORN
MAY NOT BE HELD INDIVIDUALLY LIABLE FOR DAMAGES
RESULTING FROM NEGLIGENCE UNDER THIS AGREEMENT.

Kimley-Horn and Associates, Inc.

Hourly Labor Rate Schedule

Classification	Rate
Analyst	\$170 - \$235
Professional	\$235 - \$300
Senior Professional I	\$280 - \$385
Senior Professional II	\$385 - \$405
Senior Technical Support	\$185 - \$285
Support Staff	\$135 - \$165
Technical Support	\$140 - \$195

Effective through June 30, 2026

Subject to adjustment thereafter

Internal Reimbursable Expenses will be charged at 5% of Labor Billings

External Reimbursable Expenses will be charged at 15% mark-up, or per the Contract

Sub-Consultants will be billed per the Contract

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TAB 7

RESOLUTION 2026-05

A RESOLUTION OF THE BOARD OF SUPERVISORS OF GREATER LAKES SAWGRASS BAY COMMUNITY DEVELOPMENT DISTRICT REAPPOINTING AN ASSISTANT TREASURER OF THE DISTRICT, AND PROVIDING FOR AN EFFECTIVE DATE

WHEREAS, Greater Lakes Sawgrass Bay Community Development District (hereinafter the “District”) is a local unit of special-purpose government created and existing pursuant to Chapter 190, Florida Statutes, being situated entirely within Lake County, Florida; and

WHEREAS, the Board of Supervisors (hereinafter the “Board”) previously appointed **Shawn Wildermuth** as an Assistant Treasurer pursuant to Resolution 2023-04; and

WHEREAS, the Board now desires to remove **Shawn Wildermuth** as Assistant Treasurer and appoint **Susan Garcia** to the position.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF SUPERVISORS OF GREATER LAKES SAWGRASS BAY COMMUNITY DEVELOPMENT DISTRICT:

Section 1. Shawn Wildermuth is removed as Assistant Treasurer.

Section 2. **Susan Garcia** is appointed as Assistant Treasurer.

Section 3. This Resolution shall become effective immediately upon its adoption.

PASSED AND ADOPTED THIS 20th DAY OF MAY, 2026.

**GREATER LAKES SAWGRASS BAY
COMMUNITY DEVELOPMENT DISTRICT**

CHAIRMAN/VICE CHAIRMAN

ATTEST:

SECRETARY/ASSISTANT SECRETARY

TAB 8

Are There Alternative Options For My Community?

April 23, 2025

No Comments

Are there alternative options for my community?

While many HOA boards impacted by the increase are contemplating how to pass the additional costs along to their residents, others are exploring alternative options for their lighting systems, including buyout or disconnection options. SECO plans to respect and support any alternative option taken for future lighting services.

We have options for HOAs to consider:

Three Options

Buyout option: Communities may consider purchasing the lighting systems and accepting responsibility for area light repairs and maintenance. In doing so, SECO will meter kilowatt-hour consumption. This process requires multiple steps:

1. Your HOA must send a formal request for the buyout on an official HOA letterhead.
2. The request should include the following information:
 1. SECO Billing Account #
 2. Number of poles/lights
 3. Pole Numbers – GIS #s
 4. Your specific request and explanation, along with the signature of an HOA board member

Please email your formal request to keyaccounts@secoenergy.com

Disconnection: If your HOA community is considering disconnecting the streetlights, please follow these steps:

1. Call in to request a disconnect of the lighting service.
2. Inform your HOA members about the planned disconnection. This will help prevent any confusion and avoid unnecessary calls regarding a reported area light outage.
3. Ensure you have proper authorization to proceed.
4. Have your SECO Energy billing account # and Fed ID# ready.

To Reconnect:

Please note that there will be a fee of \$45 per pole if you choose to reconnect. Please note that lighting inventories are very limited. SECO reserves the right to use retired inventory, causing lights previously available for a community to potentially be used elsewhere on SECO's system.

Lighting system removal:

1. SECO Energy will work with the requesting entity to remove poles and fixtures.
2. The specific details of the steps that must be taken will be handled on a case-by-case basis. They will depend on the alternative options being considered for future lighting.



1898 E. Burleigh Blvd. • P.O. Box 457 • Tavares, FL 32778 P 352-343-9734 F 352-343-3605 E Hays@lakevotes.gov

May 13, 2026

Brian Mendes, District Manager
3434 Colwell Avenue, Ste 200
Tampa, FL 33614

Re: District Counts

The number of registered voters within the Greater Lakes/Sawgrass Bay Community Development District as of April 15, 2026 is **2,194**.

If we may be of further assistance, please contact this office.

Sincerely,

A handwritten signature in black ink that reads 'D. Alan Hays'.

D. Alan Hays
Lake County Supervisor of Elections

OUR COMMITMENT

✓ Voter Confidence ✓ Excellent Service ✓ Accurate & Efficient Elections ✓ Responsible Financial Stewardship



Quarterly Compliance Audit Report

Greater Lakes/Sawgrass Bay

Date: March 2026 - 1st Quarter

Prepared for: Matthew Huber

Developer: Rizzetta

Insurance agency:



Preparer:

Jason Morgan - *Campus Suite Compliance*

ADA Website Accessibility and Florida F.S. 189.069 Requirements

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Compliance Audit Overview

The Community Website Compliance Audit (CWCA) consists of a thorough assessment of Florida Community Development District (CDD) websites to assure that specified district information is available and fully accessible. Florida Statute Chapter 189.069 states that effective October, 2015, every CDD in the state is required to maintain a fully compliant website for reporting certain information and documents for public access.

The CWCA is a reporting system comprised of quarterly audits and an annual summary audit to meet full disclosure as required by Florida law. These audits are designed to assure that CDDs satisfy all compliance requirements stipulated in Chapter 189.069.

Compliance Criteria

The CWCA focuses on the two primary areas – website accessibility as defined by U.S. federal laws, and the 16-point criteria enumerated in [Florida Statute Chapter 189.069](#).



ADA Website Accessibility

Several federal statutes (American Disabilities Act, Sec. 504 and 508 of the Rehabilitation Act of 1973) require public institutions to ensure they are not discriminating against individuals on the basis of a person's disability. Community websites are required to conform to web content accessibility guidelines – [WCAG 2.1](#), which is the international standard established to keep websites barrier-free and the recognized standard for ADA-compliance.



Florida Statute Compliance

Pursuant to F.S. [189.069](#), every CDD is required to maintain a dedicated website to serve as an official reporting mechanism covering, at minimum, 16 criteria. The information required to report and have fully accessible spans: establishment charter or ordinance, fiscal year audit, budget, meeting agendas and minutes and more. For a complete list of statute requirements, see page 3.

Audit Process

The Community Website Compliance Audit covers all CDD web pages and linked PDFs.* Following the [WCAG 2.1](#) levels A, AA, and AAA for web content accessibility, a comprehensive scan encompassing 312 tests is conducted for every page. In addition, a human inspection is conducted to assure factors such as navigation and color contrasts meet web accessibility standards. See page 4 for complete accessibility grading criteria.

In addition to full ADA-compliance, the audit includes a 16-point checklist directly corresponding with the criteria set forth in Florida Statute Chapter 189.069. See page 5 for the complete compliance criteria checklist.

* **NOTE:** Because many CDD websites have links to PDFs that contain information required by law (meeting agendas, minutes, budgets, miscellaneous and ad hoc documents, etc.), audits include an examination of all associated PDFs. **PDF remediation** and ongoing auditing is critical to maintaining compliance.



ADA Website Accessibility

Result: **PASSED**

Accessibility Grading Criteria

Passed	Description
Passed	Website errors* 0 WCAG 2.1 errors appear on website pages causing issues**
Passed	Keyboard navigation The ability to navigate website without using a mouse
Passed	Website accessibility policy A published policy and a vehicle to submit issues and resolve issues
Passed	Color contrast Colors provide enough contrast between elements
Passed	Video captioning Closed-captioning and detailed descriptions
Passed	PDF accessibility Formatting PDFs including embedded images and non-text elements
Passed	Site map Alternate methods of navigating the website

*Errors represent less than 5% of the page count are considered passing

**Error reporting details are available in your Campus Suite Website Accessibility dashboard



Florida F.S. 189.069 Requirements

Result: **PASSED**

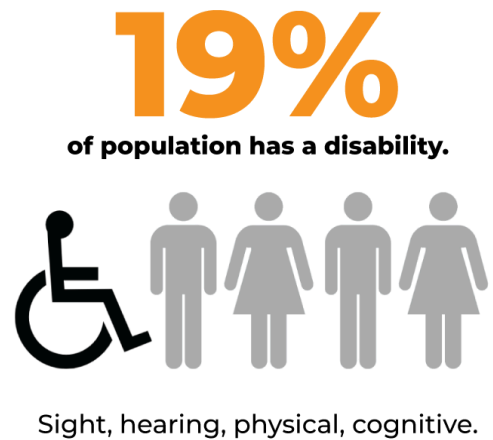
Compliance Criteria

Passed	Description
Passed	Full Name and primary contact specified
Passed	Public Purpose
Passed	Governing body Information
Passed	Fiscal Year
Passed	Full Charter (Ordinance and Establishment) Information
Passed	CDD Complete Contact Information
Passed	District Boundary map
Passed	Listing of taxes, fees, assessments imposed by CDD
Passed	Link to Florida Commission on Ethics
Passed	District Budgets (Last two years)
Passed	Complete Financial Audit Report
Passed	Listing of Board Meetings
N/A	Public Facilities Report, if applicable
Passed	Link to Financial Services
Passed	Meeting Agendas for the past year, and 1 week prior to next

Accessibility overview

Everyone deserves equal access.

With nearly 1-in-5 Americans having some sort of disability – visual, hearing, motor, cognitive – there are literally millions of reasons why websites should be fully accessible and compliant with all state and federal laws. Web accessibility not only keeps board members on the right side of the law, but enables the entire community to access all your web content. The very principles that drive accessible website design are also good for those without disabilities.



The legal and right thing to do

Several federal statutes (American Disabilities Act, Sec. 504 and 508 of the Rehabilitation Act of 1973) require public institutions to ensure they are not discriminating against individuals on the basis of a person's disability. Community websites are required to conform to web content accessibility guidelines, WCAG 2.1, the international standard established to keep websites barrier-free. Plain and simple, any content on your website must be accessible to everyone.



ADA Compliance Categories

Most of the problems that occur on a website fall in one or several of the following categories.



Contrast and colors

Some people have vision disabilities that hinder picking up contrasts, and some are color blind, so there needs to be a distinguishable contrast between text and background colors. This goes for buttons, links, text on images – everything. Consideration to contrast and color choice is also important for extreme lighting conditions.

Contract checker: <http://webaim.org/resources/contrastchecker>



Using semantics to format your HTML pages

When web page codes are clearly described in easy-to-understand terms, it enables broader sharing across all browsers and apps. This ‘friendlier’ language not only helps all the users, but developers who are striving to make content more universal on more devices.



Text alternatives for non-text content

Written replacements for images, audio and video should provide all the same descriptors that the non-text content conveys. Besides helping with searching, clear, concise word choice can make vivid non-text content for the disabled.

Helpful article: <http://webaim.org/techniques/alttext>



Ability to navigate with the keyboard

Not everyone can use a mouse. Blind people with many with motor disabilities have to use a keyboard to make their way around a

website. Users need to be able to interact fully with your website by navigating using the tab, arrows and return keys only. A “skip navigation” option is also required. Consider using [WAI-ARIA](#) for improved accessibility, and properly highlight the links as you use the tab key to make sections.

Helpful article: www.nngroup.com/articles/keyboard-accessibility

Helpful article: <http://webaim.org/techniques/skipnav>



Easy to navigate and find information

Finding relevant content via search and easy navigation is a universal need. Alt text, heading structure, page titles, descriptive link text (no ‘click here’ please) are just some ways to help everyone find what they’re searching for. You must also provide multiple ways to navigate such as a search and a site map.

Helpful article: <http://webaim.org/techniques/sitetools/>



Properly formatting tables

Tables are hard for screen readers to decipher. Users need to be able to navigate through a table one cell at a time. In addition to the table itself needing a caption, row and column headers need to be labeled and data correctly associated with the right header.

Helpful article: <http://webaim.org/techniques/tables/data>



Making PDFs accessible

PDF files must be tagged properly to be accessible, and unfortunately many are not. Images and other non-text elements within that PDF also need to be ADA-compliant. Creating anew is

one thing; converting old PDFs – called PDF remediation – takes time.

Helpful articles: <http://webaim.org/techniques/acrobat/acrobat>



Making videos accessible

Simply adding a transcript isn't enough. Videos require closed captioning and detailed descriptions (e.g., who's on-screen, where they are, what they're doing, even facial expressions) to be fully accessible and ADA compliant.

Helpful article: <http://webaim.org/techniques/captions>



Making forms accessible

Forms are common tools for gathering info and interacting. From logging in to registration, they can be challenging if not designed to be web-accessible. How it's laid out, use of labels, size of clickable areas and other aspects need to be considered.

Helpful article: <http://webaim.org/techniques/forms>



Alternate versions

Attempts to be fully accessible sometimes fall short, and in those cases, alternate versions of key pages must be created. That is, it is sometimes not feasible (legally, technically) to modify some content. These are the 'exceptions', but still must be accommodated.



Feedback for users

To be fully interactive, your site needs to be able to provide an easy way for users to submit feedback on any website issues. Clarity is

key for both any confirmation or error feedback that occurs while engaging the page.



Other related requirements

No flashing

Blinking and flashing are not only bothersome, but can be disorienting and even dangerous for many users. Seizures can even be triggered by flashing, so avoid using any flashing or flickering content.

Timers

Timed connections can create difficulties for the disabled. They may not even know a timer is in effect, it may create stress. In some cases (e.g., purchasing items), a timer is required, but for most school content, avoid using them.

Fly-out menus

Menus that fly out or down when an item is clicked are helpful to dig deeper into the site's content, but they need to be available via keyboard navigation, and not immediately snap back when those using a mouse move from the clickable area.

No pop-ups

Pop-up windows present a range of obstacles for many disabled users, so it's best to avoid using them altogether. If you must, be sure to alert the user that a pop-up is about to be launched.

Web Accessibility Glossary

Assistive technology	Hardware and software for disabled people that
----------------------	--

	enable them to perform tasks they otherwise would not be able to perform (e.g., a screen reader)
WCAG 2.0	Evolving web design guidelines established by the W3C that specify how to accommodate web access for the disabled
504	Section of the Rehabilitation Act of 1973 that protects civil liberties and guarantees certain rights of disabled people
508	An amendment to the Rehabilitation Act that eliminates barriers in information technology for the disabled
ADA	American with Disabilities Act (1990)
Screen reader	Software technology that transforms the on-screen text into an audible voice. Includes tools for navigating/accessing web pages.
Website accessibility	Making your website fully accessible for people of all abilities
W3C	World Wide Web Consortium – the international body that develops standards for using the web