



Rizzetta & Company

# **Acacia Fields Community Development District**

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## **Board of Supervisors' Meeting**

### **October 14, 2025**

**District Office:  
5844 Old Pasco Road Suite 100  
Wesley Chapel, FL 33544  
813.533.2950**

# **ACACIA FIELDS**

## **COMMUNITY DEVELOPMENT DISTRICT**

Rizzetta & Company, 5844 Old Pasco Road Suite 100, Wesley Chapel, FL 33544

|                                      |                  |                           |
|--------------------------------------|------------------|---------------------------|
| <b>District Board of Supervisors</b> | Kelly Evans      | Board Supervisor          |
|                                      | Lori Campagna    | Board Supervisor          |
|                                      | Momo Anselmi     | Board Supervisor          |
|                                      | Sean Finotti     | Board Supervisor          |
|                                      | Bradley Gilley   | Board Supervisor          |
| <b>District Manager</b>              | Scott Brizendine | Rizzetta & Company, Inc.  |
| <b>District Counsel</b>              | John Vericker    | Straley, Robin & Vericker |
| <b>District Engineer</b>             | Jeremy Couch     | Tampa Civil               |

**All Cellular phones and pagers must be turned off while in the meeting room.**

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 (813) 933-5571. 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.

# ACACIA FIELDS COMMUNITY DEVELOPMENT DISTRICT

District Office – Wesley Chapel, Florida (813) 994-1001  
Mailing Address – 3434 Colwell Avenue Suite 200, Tampa, Florida 33614  
Acaciafieldscdd.org

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October 6, 2025

Board of Supervisors  
**Acacia Fields Community  
Development District**

## AGENDA

Dear Board Members:

The Regular Meeting of the Board of Supervisors of the Acacia Fields Community Development District will be held on **Tuesday, October 14, 2025 at 9:00 a.m.**, or immediately after the New Port Corners CDD meeting to be held at the Hilton Garden Inn Tampa Suncoast Parkway 2155 Northpointe Parkway Lutz, FL 33558. The following is the agenda for the meeting:

### BOS MEETING:

- 1. CALL TO ORDER**
- 2. AUDIENCE COMMENTS ON AGENDA ITEMS**
- 3. BUSINESS ADMINISTRATION**
  - A. Consideration of the September 9, 2025 Regular Meeting Minutes ..... Tab 1
  - B. Ratification of Operation & Maintenance Expenditures For August 2025 ..... Tab 2
- 4. BUSINESS ITEMS**
  - A. Acceptance of Sean Finotti Resignation..... Tab 3
  - B. Appointment of New Board Supervisor Seat 1 (2025-2027)
  - C. Consideration of RFQ District Engineer ..... Tab 4
  - D. Consideration of Landscape Maintenance Proposal ..... Tab 5
- 5. STAFF REPORTS**
  - A. District Counsel
  - B. Interim Engineer
  - C. District Manager ..... Tab 6
- 6. SUPERVISOR REQUESTS**
- 7. 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 (813) 994-1001.

Sincerely,  
*Scott Brizendine*  
Scott Brizendine  
District Manager

## **Tab 1**

**MINUTES OF MEETING**

*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.*

**ACACIA FIELDS  
COMMUNITY DEVELOPMENT DISTRICT**

The regular Meeting of the Board of Supervisors of Acacia Fields Community Development District was held on **Tuesday, September 9, 2025, at 9:26 a.m.** at the Hilton Garden Inn Tampa Suncoast Parkway, 2155 Northpointe Parkway Lutz, FL 33558.

Present and constituting a quorum:

|                |                            |
|----------------|----------------------------|
| Kelly Evans    | <b>Chair</b>               |
| Lori Campagna  | <b>Vice-Chair</b>          |
| Sean Finotti   | <b>Assistant Secretary</b> |
| Bradley Gilley | <b>Assistant Secretary</b> |
| Momo Anselmi   | <b>Assistant Secretary</b> |

Also present were:

|                  |                                                 |
|------------------|-------------------------------------------------|
| Scott Brizendine | <b>District Manager, Rizzetta &amp; Company</b> |
| John Vericker    | <b>District Counsel, Straley Robin Vericker</b> |
| KC Hopkinson     | <b>District Counsel, Straley Robin Vericker</b> |

|          |             |
|----------|-------------|
| Audience | <b>None</b> |
|----------|-------------|

**FIRST ORDER OF BUSINESS**

**Call to Order**

Mr. Brizendine opened the meeting at 9:26 a.m.

**SECOND ORDER OF BUSINESS**

**Audience Comments on Agenda Items**

No audience members were present.

**THIRD ORDER OF BUSINESS**

**Consideration of Board of Supervisors  
Regular Meeting Minutes for August  
12, 2025**

On a Motion by Mr. Gilley, seconded by Mr. Finotti, with all in favor, the Board of Supervisors approved the Board of Supervisors Regular Meeting Minutes for August 12, 2025, for Acacia Fields Community Development District.

**FOURTH ORDER OF BUSINESS**

**Consideration of Board of Supervisors**

**ACACIA FIELDS COMMUNITY DEVELOPMENT DISTRICT**  
**September 9, 2025 - Minutes of Meeting**  
**Page 2**

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**Landowner Meeting Minutes for  
August 12, 2025**

On a Motion by Ms. Evans, seconded by Ms. Anselmi, with all in favor, the Board of Supervisors approved the Board of Supervisors Landowner Meeting Minutes for August 12, 2025, as amended for Acacia Fields Community Development District.

**FIFTH ORDER OF BUSINESS**

**Consideration of Board of Supervisors  
Continued Landowner Meeting  
Minutes for August 22, 2025**

On a Motion by Ms. Evans, seconded by Mr. Finotti, with all in favor, the Board of Supervisors approved the Board of Supervisors Continued Landowner Meeting Minutes for August 22, 2025, as amended for Acacia Fields Community Development District.

**SIXTH ORDER OF BUSINESS**

**Ratification of Operation and  
Maintenance Expenditures for July  
2025**

On a Motion by Ms. Campagna, seconded by Ms. Anselmi, with all in favor, the Board of Supervisors ratified the operation and maintenance expenditures for July 2025 (\$13,163.36), for the Acacia Fields Community Development District.

**SEVENTH ORDER OF BUSINESS**

**Consideration of Conveyance for  
Phase 1A**

This item was tabled to October 14, 2025 meeting.

**EIGHTH ORDER OF BUSINESS**

**Consideration of Resolution 2025-28,  
Canvassing and Certifying  
Landowner Election Results**

On a Motion by Ms. Evans, seconded by Ms. Anselmi, with all in favor, the Board of Supervisors approved Resolution 2025-28, Canvassing and Certifying Landowner Election Results, for Acacia Fields Community Development District.

**NINTH ORDER OF BUSINESS**

**Public Hearing for Final Budget for  
Fiscal Year 2024-2025**

On a Motion by Ms. Evans, seconded by Ms. Campagna, with all in favor, the Board of Supervisors opened the Public Hearing, for Acacia Fields Community Development District.

No public comments.

**ACACIA FIELDS COMMUNITY DEVELOPMENT DISTRICT**  
**September 9, 2025 - Minutes of Meeting**  
**Page 3**

On a Motion by Ms. Evans, seconded by Ms. Anselmi, with all in favor, the Board of Supervisors closed the Public Hearing, for Acacia Fields Community Development District.

**i. Consideration of Resolution 2025-32; Adopting Final Budget for Fiscal Year 2024-2025**

On a Motion by Ms. Evans, seconded by Ms. Anselmi, with all in favor, the Board of Supervisors approved Resolution 2025-32, Adopting Final Budget for Fiscal Year 2024-2025, for Acacia Fields Community Development District.

**ii. Consideration of Fiscal Year 2024-2025 Funding Agreement**

On a Motion by Ms. Evans, seconded by Ms. Anselmi, with all in favor, the Board of Supervisors approved Fiscal Year 2024-2025 Funding Agreement, for Acacia Fields Community Development District.

**TENTH ORDER OF BUSINESS**

**Public Hearing for Final Budget for Fiscal Year 2025-2026**

On a Motion by Ms. Evans, seconded by Mr. Finotti, with all in favor, the Board of Supervisors opened the Public Hearing, for Acacia Fields Community Development District.

No public comments.

On a Motion by Ms. Evans, seconded by Ms. Anselmi, with all in favor, the Board of Supervisors closed the Public Hearing, for Acacia Fields Community Development District.

**i. Consideration of Resolution 2025-33; Adopting Final Budget for Fiscal Year 2025-2026**

On a Motion by Ms. Evans, seconded by Mr. Finotti, with all in favor, the Board of Supervisors approved Resolution 2025-33, Adopting Final Budget for Fiscal Year 2025-2026, for Acacia Fields Community Development District.

**ii. Consideration of Fiscal Year 2025-2026 Funding Agreement**

On a Motion by Ms. Evans, seconded by Ms. Anselmi, with all in favor, the Board of Supervisors approved Fiscal Year 2025-2026 Funding Agreement, for Acacia Fields Community Development District.

**ELEVENTH ORDER OF BUSINESS**

**Staff Reports**



**A. District Counsel**

Ms. Hopkinson stated the bond validation hearing was September 8, 2025 which starts the 30-day appeal period.

**B. Interim District Engineer**

No present.

**C. District Manager**

The next regular meeting will be on October 14, 2025, at 9:00 a.m. at the Hilton Garden Inn Tampa Suncoast Parkway 2155 Northpointe Parkway Lutz, Florida 33558.

**TWELFTH ORDER OF BUSINESS**

**Supervisor Requests**

Ms. Evans stated that a landscaping proposal is needed for maintenance. Steadfast has sent a proposal to be placed on the next agenda.

Ms. Evans also stated that the district needs a proposal from Sitex for any additional ponds, the district currently has a contract for 4 ponds.

Mr. Finotti said the streetlights have been installed for Phase 1A and need a contract from Gig Fiber. Ms. Hopkinson stated that she will reach out to Gig Fiber to work on the contract.

**THIRTEENTH ORDER OF BUSINESS**

**Adjournment**

On a Motion by Ms. Evans, seconded by Ms. Anselmi, with all in favor, the Board of Supervisors adjourned the meeting at 9:37 a.m., for Acacia Fields Community Development District.

---

Assistant Secretary/Secretary

---

Chairman / Vice-Chairman

## **Tab 2**

# ACACIA FIELDS COMMUNITY DEVELOPMENT DISTRICT

DISTRICT OFFICE · RIVERVIEW, FLORIDA

MAILING ADDRESS · 3434 COLWELL AVENUE, SUITE 200 · TAMPA, FLORIDA 33614

## **Operation and Maintenance Expenditures August 2025 For Board Approval**

Attached please find the check register listing the Operation and Maintenance expenditures paid from August 1, 2025 through August 31, 2025. This does not include expenditures previously approved by the Board.

The total items being presented: **\$1,582.38**

Approval of Expenditures:

\_\_\_\_\_

\_\_\_\_\_ Chairperson

\_\_\_\_\_ Vice Chairperson

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

**Acacia Fields Community Development District**

**Paid Operation & Maintenance Expenditures**

August 1, 2025 Through August 31, 2025

| <u>Vendor Name</u>           | <u>Check Number</u> | <u>Invoice Number</u> | <u>Invoice Description</u>               | <u>Invoice Amount</u> |
|------------------------------|---------------------|-----------------------|------------------------------------------|-----------------------|
| Egis Insurance Advisors, LLC | 300020              | 28055                 | Policy #1001241221 06/18/2025-10/01/2025 | \$ 1,438.00           |
| The Observer Group, Inc.     | 300021              | 25-01625P             | Legal Advertising 08/25                  | \$ 144.38             |
| <b>Total</b>                 |                     |                       |                                          | <b>\$ 1,582.38</b>    |



# INVOICE

|                         |                                               |
|-------------------------|-----------------------------------------------|
| <b>Customer</b>         | Acacia Fields Communtiy Development Community |
| <b>Acct #</b>           | 1632                                          |
| <b>Date</b>             | 06/23/2025                                    |
| <b>Customer Service</b> | Yvette Nunez                                  |
| <b>Page</b>             | 1 of 1                                        |

Acacia Fields Communtiy Development Community  
c/o Rizzetta & Company  
3434 Colwell Ave, Suite 200  
Tampa, FL 33614

| Payment Information    |               |
|------------------------|---------------|
| <b>Invoice Summary</b> | \$ 1,438.00   |
| <b>Payment Amount</b>  |               |
| <b>Payment for:</b>    | Invoice#28055 |
| 1001241221             |               |

Thank You

Please detach and return with payment



Customer: Acacia Fields Communtiy Development Community

| Invoice | Effective  | Transaction  | Description                                                                                                                 | Amount   |
|---------|------------|--------------|-----------------------------------------------------------------------------------------------------------------------------|----------|
| 28055   | 06/18/2025 | New business | Policy #1001241221 06/18/2025-10/01/2025<br>Florida Insurance Alliance<br><br>Package - New business<br>Due Date: 6/23/2025 | 1,438.00 |

**RECEIVED**  
07/31/25

|                                                                                                                            |  |  |  |              |
|----------------------------------------------------------------------------------------------------------------------------|--|--|--|--------------|
|                                                                                                                            |  |  |  | <b>Total</b> |
|                                                                                                                            |  |  |  | \$ 1,438.00  |
| FOR PAYMENTS SENT OVERNIGHT:<br>Bank of America Lockbox Services, Lockbox 748555, 6000 Feldwood Rd. College Park, GA 30349 |  |  |  |              |

Thank You

|                                                  |                          |             |
|--------------------------------------------------|--------------------------|-------------|
| <b>Remit Payment To: Egis Insurance Advisors</b> | (321)233-9939            | <b>Date</b> |
| P.O. Box 748555                                  | sclimer@egisadvisors.com | 06/23/2025  |
| Atlanta, GA 30374-8555                           |                          |             |

# Business Observer

1970 Main Street  
3rd Floor  
Sarasota, FL 34236  
, 941-906-9386 x322

## INVOICE

Legal Advertising

Invoice # 25-01625P

Date 08/08/2025

**Attn:**  
Acacia Fields CDD Rizzetta  
3434 COLWELL AVENUE SUITE 200  
TAMPA FL 33614

Please make checks payable to:  
(Please note Invoice # on check)  
Business Observer  
1970 Main Street  
3rd Floor  
Sarasota, FL 34236

### Description

### Amount

Serial # 25-01625P  
**Notice of Public Hearing**  
**RE:** Acacia Fields Public Hearing on September 9, 2025  
**Published:** 8/8/2025, 8/15/2025

\$144.38

**RECEIVED**  
08/07/2025

### Important Message

Please include our Serial #  
on your check

Pay by credit card online:  
[https://legals.  
businessobserverfl.  
com/send-payment/](https://legals.businessobserverfl.com/send-payment/)

Paid

()

**Total**

**\$144.38**

Payment is expected within 30 days of the  
first publication date of your notice.

**Attention: If you are a government agency and you believe that you qualify for a 15% discount to the second insertion of your notice per F.S. revision 50.061, please inform Kristen Boothroyd directly at 941-906-9386 x323.**

### NOTICE

The Business Observer makes every effort to ensure that its public notice advertising is accurate and in full compliance with all applicable statutes and ordinances and that its information is correct. Nevertheless, we ask that our advertisers scrutinize published ads carefully and alert us immediately to any errors so that we may correct them as soon as possible. We cannot accept responsibility for mistakes beyond bearing the cost of republishing advertisements that contain errors.

# Business Observer

1970 Main Street  
3rd Floor  
Sarasota, FL 34236  
, 941-906-9386 x322

## INVOICE

### Legal Advertising

#### Notice of Public Hearing and Board of Supervisors Meeting of the Acacia Fields Community Development District

The Board of Supervisors (the "Board") of the Acacia Fields Community Development District (the "District") will hold a public hearing and a meeting on Tuesday, September 9, 2025, at 9:00 a.m. at the Hilton Garden Inn Tampa Suncoast Parkway, 2155 Northpointe Parkway, Lutz, Florida 33558.

The purpose of the public hearing is to receive public comments on the proposed adoption of the District's fiscal year 2024-2025 and the District's fiscal year 2025-2026 proposed budgets. A meeting of the Board will also be held where the Board may consider any other business that may properly come before it. A copy of the proposed budget and the agenda may be viewed on the District's website at least 2 days before the meeting <https://www.acaciafieldsccd.org/>, or may be obtained by contacting the District Manager's office via email at [sbrizendine@inframark.com](mailto:sbrizendine@inframark.com) or via phone at 813-933-5571.

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

In accordance with the provisions of the Americans with Disabilities Act, any person requiring special accommodations because of a disability or physical impairment should contact the District Manager's office at least 48 hours prior to the meeting. If you are hearing or speech impaired, please contact the Florida Relay Service at 711 or 1-800-955-8771 (TTY), or 1-800-955-8770 (voice) for aid in contacting the District Manager's office.

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

Scott Brizendine  
District Manager  
August 8, 15, 2025

25-01625P

**Attention: If you are a government agency and you believe that you qualify for a 15% discount to the second insertion of your notice per F.S. revision 50.061, please inform Kristen Boothroyd directly at 941-906-9386 x323.**

#### NOTICE

The Business Observer makes every effort to ensure that its public notice advertising is accurate and in full compliance with all applicable statutes and ordinances and that its information is correct. Nevertheless, we ask that our advertisers scrutinize published ads carefully and alert us immediately to any errors so that we may correct them as soon as possible. We cannot accept responsibility for mistakes beyond bearing the cost of republishing advertisements that contain errors.

## **Tab 3**



**Sean Finotti**

6604 Pemberton Sage Ct  
Seffner, FL 33584  
sean.finotti@ymail.com  
813-767-1510

**September 12, 2025**

**Kelly Evans**

Lennar Homes, LLC  
4301 W Boyscout Rd  
Tampa, FL 33607

Dear Kelly,

I am writing to formally resign from my position on the following CDD Boards: Sage Brush Acacia Fields, Connerton, New Port Corners, and Wind Meadows effective September 12<sup>th</sup>, 2025.

This decision was not made lightly, as I have greatly valued the opportunity to work with you and be a part of the Lennar team. I am grateful for the support, guidance, and opportunities for professional and personal development that I have received during my time here.

Thank you once again for the opportunity to be a part of Lennar, I hope to stay in touch and wish the company continued success.

Sincerely,

**Sean Finotti**

## **Tab 4**



# ACACIA FIELDS COMMUNITY DEVELOPMENT DISTRICT

## Statement of Qualifications for District Engineering Services

September 15, 2025

Serving. Leading. Solving.™







September 15, 2025

Acacia Fields Community Development District  
Scott Brizendine, District Manager  
c/o Rizzetta & Company  
3434 Colwell Avenue, Suite 200  
Tampa, Florida 33614

**RE: Statement of Qualifications for  
District Engineering Services**

Dear Board of Supervisors,

BGE, Inc. (BGE) is pleased to present this statement of qualifications to be considered to serve as District Engineer for the Acacia Fields Community Development District (CDD).

Five decades after we were founded in 1975 in Houston as a special district (municipal utility district) and land development firm, special districts continue to be a core area of our practice. We continue to pride ourselves on being a firm that has extensive experience successfully serving districts like yours.

Our corporate philosophy is built around responsiveness and commitment to our clients. You can be assured that we will provide you with professional engineering solutions in a timely manner and within budget. Your District will receive the personal attention it deserves and needs from a staff of experienced professionals.

I, **Philip Chang, PE**, will serve as your Lead District Engineer. With 30 years of engineering experience—including 14 years as a respected District Engineer within the local CDD community—he brings a deep understanding of practical, effective solutions that will benefit your District.

Assistant District Engineer, **Nico Ramos, PE**, has 10 years of experience and will manage the day-to-day activities related to neighborhood issues as they arise. He has outstanding technical abilities and is very familiar with resolving issues affecting CDDs.

In particular, we believe the following qualifications are particularly important:

- BGE believes that being responsive and available are key elements of a strong partnership with the District.
- I have worked with Rizzetta & Company team members at other CDDs and I am familiar with what it takes to get the job done.

The BGE team has worked with the following CDDs in the Tampa Bay Area:

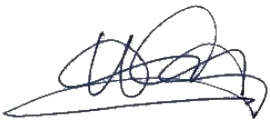
- Union Park East CDD
- Union Park CDD
- Chapel Crossings CDD
- Watergrass I CDD
- Watergrass II CDD
- LaCollina CDD
- Oaks at Shady Creek CDD
- Shell Point CDD
- Longleaf CDD
- Cordoba Ranch CDD
- Timber Creek CDD
- Summit at Fern Hill CDD
- Park Place CDD
- Concord Station CDD
- Long Lake Ranch CDD
- Water's Edge CDD
- Starkey Ranch/TSR CDD
- Cypress Preserve CDD
- Suncoast CDD
- Cory Lakes CDD
- Terra Bella CDD
- Spring Lake CDD
- Wynnmere East CDD

- Currently we serve as the District Engineer for more than 110 districts, including 18 districts for over a decade and six districts for more than 25 years. I have served as a District Engineer in more than 20 districts, including two for over 10 years and another two for nearly 10 years.
- We offer integrated design, construction, and project management expertise utilizing our in-house experts in public works, survey, geographic information systems (GIS), landscape architecture, and quality assurance/quality control processes. By using our "One Team" approach, we bring together the benefits of extensive technical expertise, high-quality solutions, and accessible personal service.
- We are committed to making ourselves available whenever and wherever to answer questions and to provide information from which our clients can make informed decisions.

Thank you for giving us the opportunity to present our qualifications and for your thoughtful consideration. We want to be your District Engineer and pledge to do whatever it takes to provide responsive, responsible, and reliable service that are within your budget requirements.

Please do not hesitate to contact me should you have any questions during your review of our proposal.

Sincerely,

A handwritten signature in blue ink, appearing to read 'Philip Chang', with a long horizontal flourish extending to the left.

Philip Chang, PE  
*District Engineer*



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# **SECTION A**

## **ABILITY AND ADEQUACY OF PROFESSIONAL STAFF**

At BGE, we offer a complete range of civil engineering and construction services across the southeast United States. The wide-ranging nature of our capabilities ensures that, whatever the project, we have the skills and knowledge to realize our clients' goals. We aim for excellence in design and construction matched by the highest standards of management and technical skills.

In 2025, BGE is ranked #120 in the Top 500 Design Firms in the country by *Engineering News-Record*.

Founded on integrity and a commitment to exceptional client service, our approach has resulted in long-term client relationships. In fact, we have numerous client relationships that have lasted more than 30 years.

BGE is organized as a privately owned corporation with 55 shareholder partners. Lee C. Lennard, PE, F.SAME, serves as President and CEO. Our staff of 1,000 employees enable BGE to excel in the following services:

### **Community Development District Services**

- Stormwater infrastructure assessments
- Pond inspections
- Americans with Disabilities Act (ADA) facility compliance assessments
- Traffic sign and pavement marking condition reports
- Asphalt and concrete condition assessments
- Construction phase observation and assistance
- Engineer's Reports
- Rehabilitation infrastructure
- Bond issuance assistance
- Asset management
- Capital improvement planning
- Drainage, hydraulics, and hydrology
- GIS Asset Management Systems

### **Surveying**

- Topographic and boundary
- Construction staking
- Right-of-way (ROW) mapping
- GPS control/real-time surveying

### **Utility District Services**

- Water supply and distribution
- Water treatment
- Wastewater collection and treatment
- NPDES permitting
- Structural engineering and inspection

- Electrical engineering and SCADA Systems
- Lead and copper rule compliance
- Alternative capacity requirement reports for water plant facilities
- Regulatory agency coordination and consultation
- Hydraulic modeling

### **Land Development**

- Large master-planned community developments
- Single-family housing
- Streets, utilities, and drainage
- Feasibility studies
- Golf course grading and drainage

### **Site Development**

- Multi-family housing, retail, educational, healthcare and churches
- Parks and hike and bike trails
- Commercial and industrial
- Feasibility studies
- LEED and low impact designs

### **Construction Services**

- Construction management
- Project/Owner representation
- Tank inspection services
- Cathodic protection services
- Unmanned Aerial Vehicle (UAV) inspection and photography

### **Environmental Services**

- Stormwater quality and SWPPP
- Environmental documents
- Wetland delineation
- Section 404, Section 10 permits

### **Transportation**

- Streets, roadways, highways, and freeways
- Toll roads
- Bridges

### **Traffic Engineering**

- Signal and ITS systems
- Traffic synchronization
- Signing and markings
- Feasibility studies
- Thoroughfare planning
- Traffic impact analysis
- Intersection analysis
- Intersection design



## ORGANIZATIONAL CHART

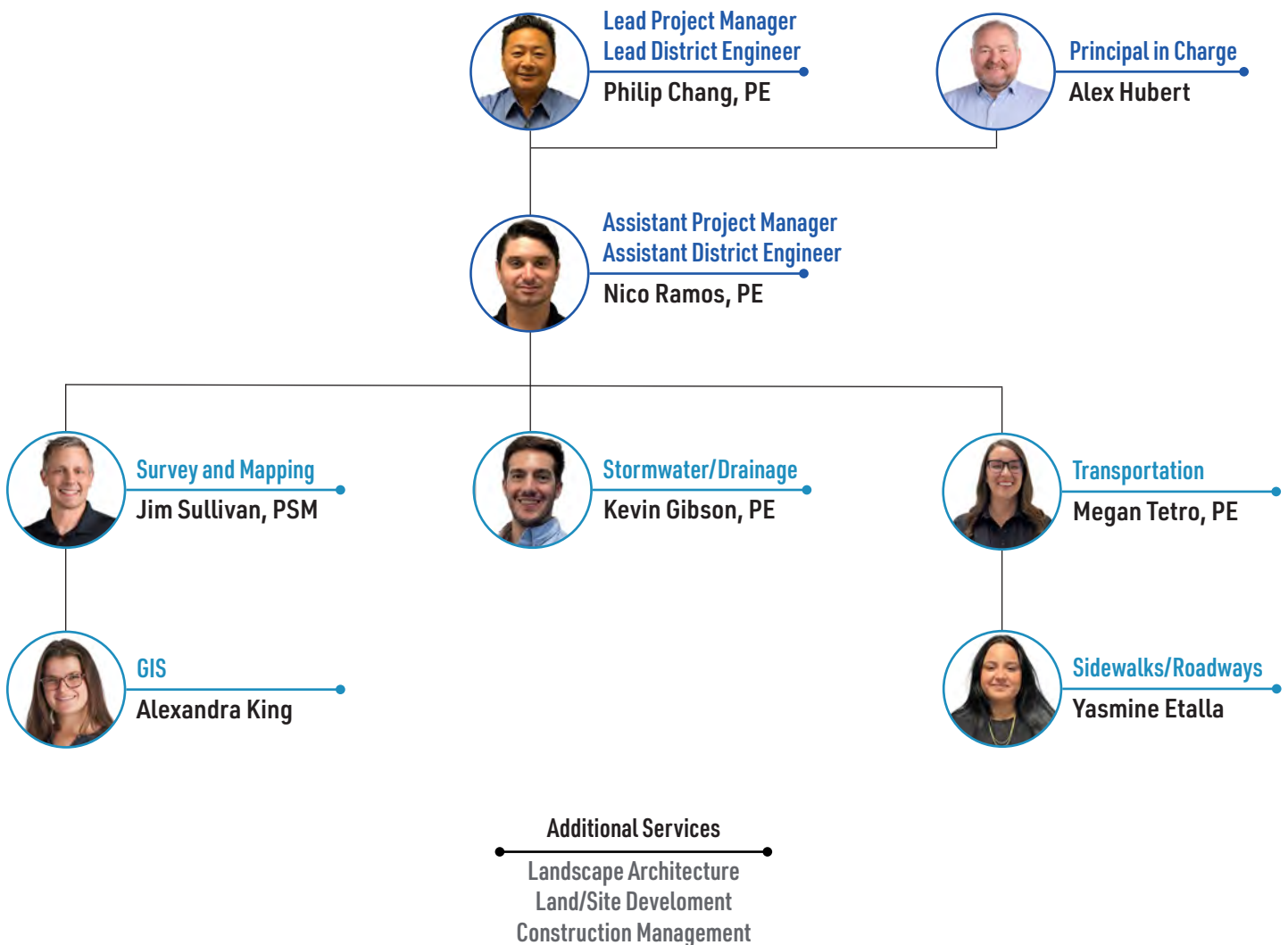
At BGE, we understand the role of the District Engineer. We provide insight and expertise to allow you to make informed decisions. We will do so by communicating frequently with the District Manager and the Field Manager to reduce surprises.

Philip Chang, PE, will be your Lead District Engineer. He has 31 years of engineering experience including 14 years as a well-respected District Engineer. He oversees our CDD program

at BGE and has worked with several CDDs nearby, including Chapel Crossings, Watergrass, and Union Park, as well as many others in the Tampa Bay area.

Nico Ramos, PE, has 10 years of experience and will be your Assistant District Engineer. He will manage the day-to-day activities related to neighborhood issues as they arise. He has significant experience resolving drainage issues and assists Philip at other CDDs.

# ACACIA FIELDS COMMUNITY DEVELOPMENT DISTRICT



## BGE AND TEAM LICENSES



Florida  
Department of Business  
& Professional Regulation

[HOME](#)
[CONTACT US](#)
[MY ACCOUNT](#)

**ONLINE SERVICES**

- [Apply for a License](#)
- [Verify a Licensee](#)
- [View Food & Lodging Inspections](#)
- [File a Complaint](#)
- [Continuing Education Course Search](#)
- [View Application Status](#)
- [Find Exam Information](#)
- [Unlicensed Activity Search](#)
- [AB&T Delinquent Invoice & Activity List Search](#)

**LICENSEE DETAILS** 12:01:18 PM 5/2/2025

**Licensee Information**

|               |                                                           |
|---------------|-----------------------------------------------------------|
| Name:         | BGE, INC. (Primary Name)                                  |
|               | BGE, INC. (DBA Name)                                      |
| Main Address: | 10777 WESTHEIMER ROAD<br>SUITE 400<br>HOUSTON Texas 77042 |
| County:       | OUT OF STATE                                              |

**License Information**

|                 |                               |
|-----------------|-------------------------------|
| License Type:   | Engineering Business Registry |
| Rank:           | Registry                      |
| License Number: | 32116                         |
| Status:         | Current                       |
| Licensure Date: | 05/24/2017                    |
| Expires:        |                               |



**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.: **LS6889**

Expiration Date: February 28, 2027

## Professional Surveyor and Mapper License

Under the provisions of Chapter 472, Florida Statutes

**JIM SULLIVAN**  
**13502 ARTISAN CIR**  
**PALM BEACH GARDENS, FL 33418-5606**

WILTON SIMPSON  
 COMMISSIONER OF AGRICULTURE

Ron DeSantis, Governor  
Melanie S. Griffin, Secretary

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

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

**CHANG, PHILIP**  
3357 COONTIE COURT  
NEW PORT RICHEY FL 34655

**LICENSE NUMBER: PE57410**  
**EXPIRATION DATE: FEBRUARY 28, 2027**  
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Ron DeSantis, Governor  
Melanie S. Griffin, Secretary

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

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

**RAMOS, NICOLAS J.**  
11020 LONGBOAT KEY LANE  
UNIT 101  
TAMPA FL 33626

**LICENSE NUMBER: PE95407**  
**EXPIRATION DATE: FEBRUARY 28, 2027**  
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Melanie S. Griffin, Secretary

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

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**GIBSON, KEVIN ANTHONY**  
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**LICENSE NUMBER: PE95104**  
**EXPIRATION DATE: FEBRUARY 28, 2027**  
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Melanie S. Griffin, Secretary

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

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

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**PHILIP CHANG, PE****Lead Project Manager and Lead District Engineer****BIOGRAPHY**

Philip has 31 years of experience focusing on civil engineering/public works, including 14 years as a District Engineer for CDDs in the Tampa Bay area. His specialty is providing practical solutions to unique project challenges. His strengths include responsiveness, reliability, communication, safety, project management, transportation safety, stormwater management, and ADA compliance.

**LICENSES/REGISTRATIONS**

Florida PE No. 57410

Virginia PE No. 0402041539

**EDUCATION**

BS, Civil Engineering, McMaster University

**CONTACT INFORMATION**

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**TERRA BELLA COMMUNITY DEVELOPMENT DISTRICT**

Terra Bella Community Development District • Land O'Lakes, Florida

Philip has been the District Engineer for this community in the Land O'Lakes area of Pasco County for almost 10 years. His projects included a regulatory sign assessment, traffic calming analyses, drainage and roadway improvements, sidewalk condition assessments, infrastructure repair bidding, and coordination with contractors.

**LONGLEAF COMMUNITY DEVELOPMENT DISTRICT**

Longleaf Community Development District • New Port Richey, Florida

Philip has been the District Engineer for this CDD in the New Port Richey area of Pasco County for 14 years. As District Engineer, he provided design improvements to several stormwater management pond outfall structures that had failed, improved stormwater conveyance in the existing storm pipe system, completed regular ADA sidewalk assessments, provided guidance with regards to pavement repairs, completed pond inspections, prepared engineer's reports for bond issuance and provided practical solutions to all the issues that arose in this Traditional Neighborhood Development (TND) community.

**STARKEY RANCH (TSR) COMMUNITY DEVELOPMENT DISTRICT**

TSR Community Development District • Odessa, Florida

As District Engineer, Philip assisted the community with pond inspections for Southwest Florida Water Management District (SWFWMD) certification, sidewalk and ADA assessments, CDD infrastructure repair coordination, transportation (maintenance of traffic) assistance, water use permitting assistance, contractor coordination as well ROW and CDD parcel verification. Philip also provided assistance and coordination to the Operations Manager as needed (in-person and via Teams).

**FOREST CREEK COMMUNITY DEVELOPMENT DISTRICT**

Forest Creek Community Development District • Parrish, Florida

As District Engineer for this CDD in Manatee County, Philip provided professional services related to the assessment of drainage issues, pond inspections, sidewalk and pavement assessments, requests for bids/quotes, contractor coordination, construction observation, and other miscellaneous professional services. He also communicated monthly with the Board Chair, providing updates on projects and other ongoing tasks as needed.

## PHILIP CHANG, PE | LEAD PROJECT MANAGER AND LEAD DISTRICT ENGINEER

### **CORDOBA RANCH COMMUNITY DEVELOPMENT DISTRICT**

Cordoba Ranch Community Development District • Lutz, Florida

Philip is the Lead District Engineer for this unique CDD in Lutz in Hillsborough County. In this role, he has assisted the community with addressing issues related to failed drainage structures, poor drainage, roadway and asphalt damage, ROW maintenance issues, and parcel ownership verification and resolution. Professional services also included survey services.

### **RIVERBEND WEST COMMUNITY DEVELOPMENT DISTRICT**

Riverbend West Community Development District • Ruskin, Florida

Philip is the Lead District Engineer for this CDD in Ruskin, southwest Hillsborough County. In addition to pond inspections, assessing drainage issues, and other typical District Engineer duties, he also coordinated with the District and the Bond Issuance teams to annex a new development/phase into the established Riverbend West Community Development District.

### **SPRING LAKE COMMUNITY DEVELOPMENT DISTRICT**

Spring Lake Community Development District • Riverview, Florida

As District Engineer, Philip was instrumental in reconstructing and fortifying the pond banks after Hurricane Ian's storm damage. Other services included pond inspections, survey services to verify encroachment onto CDD property, assessment and resolution of drainage issues, coordination with contractors and CDD staff, and providing bidding assistance on infrastructure repair projects.

### **LONG LAKE RANCH COMMUNITY DEVELOPMENT DISTRICT**

Long Lake Ranch Community Development District • Land O'Lakes, Florida

As District Engineer, Philip completed an assessment of ADA compliance under Title II Regulations for the District's facilities and provided a comprehensive report for the Board's review and action. Additionally, he assisted in the permitting and construction of a new utility building, completed pond inspections, facilitated survey services, and provided options related to poor drainage issues, which were implemented by the District.

### **PARK PLACE COMMUNITY DEVELOPMENT DISTRICT**

Park Place Community Development District • Tampa, Florida

Philip was the District Engineer for this community near Westchase in Hillsborough County. This community consisted of six different subdivisions and communities, each with its own unique characteristics. His services included the oversight of asphalt roadway repaving for the entire District, resolving drainage issues, assessing sidewalk trip hazards, verification of parcel ownership and encroachments, and pond inspections to satisfy SWFWMD permit requirements. Additionally, Philip attended monthly meetings to provide updates to the Board of Supervisors.

### **CORY LAKES COMMUNITY DEVELOPMENT DISTRICT**

Cory Lakes Community Development District • Tampa, Florida

Philip was the District Engineer for this unique CDD that includes a large navigable lake in the New Tampa area of Hillsborough County. This community required multiple significant drainage structures to be reconstructed. Philip provided his services to issue a Request for Proposals and coordinated during construction to ensure that construction observation was completed prior to releasing the final payment to the contractor. Phil provided periodic assistance/coordination to the District related to drainage issues, wetland impacts by homeowners, roadway pavement repairs, surveying, and parcel ownership verification.

**ALEX HULBERT****Principal in Charge****BIOGRAPHY**

Alex has 24 years of project management and civil design experience in land development, site design, and municipal projects. He specializes in land and site development design, including land planning, stormwater drainage systems, utilities, and permitting/coordination efforts. He has served as Project Manager on large-scale residential, commercial, mixed-use developments, parks, stormwater management, utility improvements, roadway projects, and infrastructure design projects in the eastern United States.

**EDUCATION**

AA, Liberal Arts, Pasco-Hernando Community College

**CONTACT INFORMATION**

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**CORDOBA RANCH COMMUNITY DEVELOPMENT DISTRICT**

Cordoba Ranch Community Development District • Lutz, Florida

Alex is the Principal in Charge for this Community Development District in Lutz in Hillsborough County. In this role, he has provided oversight to the Lead District Engineer in addressing issues related to drainage structure assessments, resolving drainage issues, roadway/asphalt damage condition assessments, ROW maintenance, and parcel ownership verification and resolution.

**WATERGRASS COMMUNITY DEVELOPMENT DISTRICT I**

Watergrass Community Development District I • Wesley Chapel, Florida

As Principal in Charge, Alex has supported the District Engineer at this community in the Wesley Chapel area of Pasco County. Projects at this District have included sidewalk condition assessments, ADA compliance, and pond inspections for SWFWMD certification as well as responding to resident inquiries and facilitating discussions between the District and the County. He also provided support to the District Engineer related to new bond issuances.

**LONGLEAF COMMUNITY DEVELOPMENT DISTRICT**

Longleaf Community Development District • New Port Richey, Florida

Alex is the Principal in Charge for this CDD in the New Port Richey area of Pasco County and provided support to the District Engineer. The District Engineer partnered with the District to address issues related to outfall structures at stormwater management ponds, conveyance in the existing storm pipe system, and ADA compliance. Additionally, Alex completed engineering reports for bond issuance, performing pond inspections, and providing guidance for pavement repairs in this TND.

**VETERANS' AFFAIRS CLINIC**

Island 301 LLC • Zephyrhills, Florida

Alex served as Project Manager for the site design of a 10-acre commercial master plan with a United States Department of Veterans Affairs (VA) clinic as the anchor. The project included due diligence, conceptual site design, rezoning, master storm drainage in a basin of special concern, floodplain compensation, utility design, grading, site layout, and permitting.

**NICO RAMOS, PE****Assistant Project Manager and Assistant District Engineer****BIOGRAPHY**

Nico has 10 years of experience focusing on civil engineering/land development, including professional engineering services to CDDs, cities, and counties. His specialties include hydrology and hydraulic (drainage) modeling and resolving common issues affecting CDDs. His strengths include analytical analysis, land development design, project management, and engineering assessment.

**LICENSES/REGISTRATIONS**

Florida PE No. 95407

**EDUCATION**

BS, Civil Engineering, University of Central Florida

**CONTACT INFORMATION**

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**CORDOBA RANCH COMMUNITY DEVELOPMENT DISTRICT**

Cordoba Ranch Community Development District • Lutz, Florida

Nico is the Assistant District Engineer for this CDD in Lutz in Hillsborough County. In this role, he handles the day-to-day district engineering duties and partners with the community to address a range of issues, including those related to the stormwater network, grading, roadway condition, sidewalks, and infrastructure maintenance. He also coordinates with BGE surveyors as needed for survey services affecting the District.

**SIXTH AVENUE STORMWATER IMPROVEMENTS**

City of Zephyrhills • Zephyrhills, Florida

Nico served as a Project Engineer for a stormwater improvement project in the City of Zephyrhills' downtown core. The project included designing the roadway stormwater management conveyance system and a proposed stormwater attenuation and water quality storage facility. Additional elements of the project included sewer and water main (utility) extensions, sidewalks, and roadway improvements. SWFWMD also required permitting and coordination.

**SOUTH AVENUE EXTENSION**

City of Zephyrhills • Zephyrhills, Florida

Nico was the Project Engineer who performed stormwater drainage modeling for this project, which extended a new two-lane urban roadway near the City of Zephyrhills airport. Project elements also included new sidewalks, water main, sewer (utility) extensions, roadway pavement markings, and signage. Regulatory agency permitting included the SWFWMD and the Florida Department of Transportation (FDOT).

**VETERANS' AFFAIRS CLINIC**

Island 301, LLC • Veterans' Affairs Clinic, Zephyrhills

Nico served as Project Engineer for the site design of this 10-acre master planned site with a VA clinic. The project included due diligence assessments, rezoning, conceptual site planning/design, master storm drainage design, floodplain compensation, utility design, and grading. Regulatory agency permitting included the City of Zephyrhills, Pasco County, FDOT, and the SWFWMD.

**JIM SULLIVAN, PSM****Survey and Mapping****BIOGRAPHY**

Jim is a registered Professional Surveyor and Mapper with over 27 years of experience. He began his career in the US Army before graduating from East Tennessee State University with a Bachelor of Science in Surveying and Mapping. He is an experienced Project Manager in many disciplines of land surveying, which has allowed him to apply the latest survey technology to everyday solutions resulting in cost savings and schedule efficiencies on a variety of design projects. Jim also holds the Occupational Safety and Health Administration 10-hour Construction Safety and Health certification.

**LICENSES/REGISTRATIONS**

Florida PSM No. LS6889

**EDUCATION**

BS, Surveying and Mapping,  
East Tennessee State University

Technical Engineering Specialist  
United States Army

**CONTACT INFORMATION**

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Florida 33410



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**CORDOBA RANCH COMMUNITY DEVELOPMENT DISTRICT - PARK PARCEL TRANSFERS**

Cordoba Ranch Community Development District • Lutz, Florida

Jim was the Surveyor of Record for this project that required an exchange of properties between the client and the homeowner's association (HOA) that was necessitated because of a review by the insurance adjuster. He prepared exhibits based on field verification of roadways, parking areas and recreational facilities. In addition, Jim completed sketches and property descriptions were completed for use by District Counsel and the HOA attorney to finalize the land transfers.

**SPRING LAKE COMMUNITY DEVELOPMENT DISTRICT - ENCROACHMENT VERIFICATION**

Spring Lake Community Development District • Riverview, Florida

Jim served as the Surveyor of Record for the field verification of possible permanent encroachments into Spring Lake CDD property by a homeowner that had made improvements to his backyard as part of his swimming pool construction project. He prepared an exhibit that graphically represented the location of the property lines and the improvements that the homeowner made that extended beyond the homeowner's property onto CDD property for use by District Counsel.

**DEERPARK BOULEVARD AND SR 207 INTERSECTION**

St. Johns County • Elkton, Florida

Jim served as the Surveyor of Record for the design survey to improve the intersection and to address county comments from an industrial land development project. This intersection, located less than a half mile from IH-95, has had accidents and near misses due to many warehouses being constructed. Trucks crossing traffic to turn left (eastbound) to I-95 without a signal have led to many concerns from area subdivisions. Jim surveyed 1,200 feet of SR 207 and 300 feet along the side streets. He established the ROW researched for easements, performed a topographic survey including overhead wire clearances, and reviewed for encroachments. Underground utilities were located Quality Level B, mapped, and included in the survey.

**MOON LAKE ROAD TRAFFIC SIGNAL DESIGN**

Pasco County • New Port Richey, Florida

Jim served as the Surveyor of Record for design improvements at the two intersections of Slidell Street and Lakeview Drive with Moon Lake Road. Moon Lake Road is a 5-mile, two-lane rural arterial road connecting Ridge Road with SR 52. He provided a design survey that included control, ROW establishment, topographic survey, and subsurface utility engineering. Jim processed the deliverable using OpenRoads Design, followed by a signed and sealed Surveyor's Report.



**KEVIN GIBSON, PE****Stormwater/Drainage****BIOGRAPHY**

Kevin has 9 years of experience focusing on civil engineering/land development, including professional engineering services to developers, cities, and counties. His specialties include hydrology and hydraulic (drainage) modeling, grading and site development. His strengths include analytical analysis, residential land development, project management, and engineering assessment.

**LICENSES/REGISTRATIONS**

Florida PE No. 95104

**EDUCATION**

BS, Civil Engineering, University of Pittsburgh

**CONTACT INFORMATION**

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**SOUTH AVENUE EXTENSION**

City of Zephyrhills • Zephyrhills, Florida

Kevin was responsible for the design of new utilities and drainage collect system for the new road extension and ensuring adjacent properties had utility services for future development. This was a state-funded municipal project for approximately 1,300 linear feet of new road to extend the existing South Avenue in the City of Zephyrhills. The city will be acquiring 5 acres of ROW and providing new utility and drainage infrastructure.

**SUMNER CROSSING**

Boos Development Group • Riverview, Florida

Kevin provided offsite drainage and utility design for the additional pavement and coordination with the onsite engineer for the widening of Balm Road to serve a proposed mixed-use commercial development.

**ANGELINE PHASE VII**

Metro Development • Land O'Lakes, Florida

Kevin provided professional consulting services for Phase VII of the overall Angeline Master Development. This phase is approximately 330 acres in size and will consist of 800+ townhome units with associated roadways, utilities, and stormwater management system. Project management services are required to ensure the project stays on schedule and have all permits in hand by Summer 2025.

**OAK STONE**

Metro Development • Arcadia, Florida

Kevin provided professional consulting services for a five-phase mixed-use residential subdivision and was responsible for meeting project deadlines, design of the community, and permitting services. The entire project is 640 acres in size and will consist of 2,000 units with associated roadways, utilities, stormwater management system, amenities for the community, lagoon area, and a private wastewater treatment plant.

**SHSB NAPLES SELF-STORAGE**

SHSB Naples LLC • Naples, Florida

Kevin was responsible for the design of the entire site and permitting services through Collier County, SWFWMD, and FDOT for the development of a 1.14 acre outparcel for a 5-story 100,000 square foot (gross) self-storage facility with associated pavement, parking, utilities, and stormwater management system. In addition, he ensured that the stormwater system followed the design criteria put in place by the existing permit and coordinated with the adjacent property owner for sanitary sewer connection into their lift station.

**MEGAN TETRO, PE****Transportation****BIOGRAPHY**

Megan is Director of Transportation Systems in BGE's Tampa office. She is a client-focused professional engineer with a diverse project management and roadway design background. Since 2008, she has managed design-build projects and task work order-driven contracts and designed various interchange reconstruction, resurfacing, restoration, and rehabilitation (RRR), shared-use path, and safety improvement projects. Megan excels at problem-solving during the design process and communicating with her clients to provide efficient design solutions.

**LICENSES/REGISTRATIONS**

Florida PE No. 76120

**EDUCATION**

BS, Civil Engineering, Florida State University

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**DISTRICTWIDE DESIGN-BUILD PUSHBUTTON CONTRACTS I AND II**

FDOT District 1 • Bartow, Florida

Megan was Project Manager for both contracts, which focused on task work order (TWO) safety improvements to be designed and constructed within 365 days or less. Elements of work included milling & resurfacing, roadway widening, median modifications, drainage modifications, signing and pavement marking, intersection lighting, signalization, and pedestrian upgrades such as curb ramps, crosswalks, and signalization. Geotechnical, survey, and SUE investigation were also required for these TWOs. Megan facilitated design services for up to six simultaneous TWOs and oversaw nearly 100 total TWOs under the combined contracts.

**I-10 WIDENING FROM I-295 TO I-95 DESIGN-BUILD**

FDOT District 2 • Jacksonville, Florida

Megan was the temporary traffic control Engineer on Record for this I-10 widening project from approximately 3700 feet west of the I-295 interchange to 1900 feet east of Stockton Street. Elements of work included asphalt and concrete pavement widening along I-10; 12 bridges widenings; redesign of multiple minor streets under I-10 that included intersections, sidewalk additions, widening, and milling and resurfacing; and replacement of the existing Cedar River bridge culvert. Additional elements of work included drainage, ITS, lighting, landscape opportunity plans, signing and pavement marking, water and sewer design, survey, and geotechnical engineering.

**I-75 WIDENING DESIGN-BUILD FROM SOUTH OF SR 50 TO HERNANDO/SUMTER COUNTY LINE**

FDOT District 7 • Brooksville, Florida

Megan was the Assistant Project Manager and lead roadway engineer responsible for all cross-discipline design coordination. This \$94M design-build project consisted of widening and reconstruction of six miles of I-75 in Hernando County, including reconstruction of the interchange at US 98/SR 50/Cortez Boulevard to a Single Point Urban Interchange (SPUI) configuration. The I-75 bridges over US 98 were replaced with single-span steel girder bridges designed to accommodate a future 10-lane typical section for I-75 and 8-lane typical section for US 98. Approximately one mile of US 98 was widened and reconstructed within the interchange limits using concrete pavement.

**ALEXANDRA KING****Geographic Information Systems (GIS)****BIOGRAPHY**

Alexandra has 3 years of progressive experience in GIS specializing in the Civil Engineering field. Her expertise lies in various software tools and technologies relevant to her field including Google Suite Software, ArcMap, ArcGIS Pro, ArcPy, Environmental Systems Research Institute, Inc. (Esri) Suite Software, Survey123, and Arc Collector.

**EDUCATION**

BS, Geographic Information Systems and Technology  
Texas A&M University

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**ZEPHYRHILLS SIDEWALKS RESURFACING APPLICATIONS**

City of Zephyrhills • Zephyrhills, Florida

Alexandra developed a GIS asset management solution for tracking the resurfacing of Zephyrhills sidewalks, signage, and crosswalk striping. This solution enabled field workers to use Esri's Field Maps mobile application for real-time project updates, including adding map points, comments, PDFs, and photos. Facilitated data access and updates through Esri Experience Builder, with editing capabilities and project overviews via Esri Dashboard.

**FLORIDA SPYGLASS™, BGE, INC.**

BGE, Inc. • Statewide, Florida

Alexandra assisted in developing a tracking hub for internal client collaboration on tasks like due diligence and conflict identification. The final product was an Esri Experience Builder, including a Web App Builder, housing state and county data such as parcels, Federal Emergency Management Agency (FEMA), soil types, and certified transmission lines. This comprehensive application offers a bird's-eye view of Florida, highlighting the most suitable properties for clients.

**HARRIS COUNTY MUD 55 AND 132 GIS APPLICATIONS**

Harris County Municipality District • Harris County, Texas

Alexandra created a web-based application to host GIS data and documents related to water, storm, and sanitary utilities for the MUD. Users can click on specific GIS layers to access these documents in the field. The application also features updates on utility inspections, presented through Esri Experience Builder and Dashboards, allowing for easy filtering and viewing of inspection results.

**FM 546 EXTENSION ROW TRACKING APPLICATIONS**

TxDOT • Collin County, Texas

Alexandra collaborated with BGE's transportation department, TxDOT, Collin County, and the Appraisal District to develop a real-time tracker for the FM 546 Extension. Managed ROW coordination for 7.5 miles of roadway and over 75 properties along the corridor. Alexandra created a web-based Esri Experience Builder to streamline the process, allowing all parties to visualize ROW acquisition status, manage documents, and export parcel data. This enabled the teams access to real-time information from anywhere. As a result, Alexandra delivered a solution using Esri's Experience Builder, featuring a Dashboard, BGE editing page, and Collin County/ Appraisal District editing page for field updates and documentation attachment.

**YASMINE ETALLA****Sidewalks/Roadways****BIOGRAPHY**

Yasmin has 2 years of progressive experience with a focus on civil engineering/land development, including services to CDDs, cities, and counties. Her specialties include data collection, field reviews, and construction documentation. Her strengths include GIS data collection, visual documentation, and project implementation.

**EDUCATION**

BS, Civil Engineering, Florida State University

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**CORDOBA RANCH COMMUNITY DEVELOPMENT DISTRICT**

Cordoba Ranch Community Development District • Lutz, Florida

Yasmin reported to the Assistant District Engineer for this CDD in Lutz in Hillsborough County. In this role, she completed field reviews related to drainage improvements and assessments of pavement condition. She is part of the team currently assessing future roadway improvements to be completed under a phased capital improvement program.

**TERRA BELLA COMMUNITY DEVELOPMENT DISTRICT**

Terra Bella Community Development District • Land O'Lakes, Florida

Yasmin assisted with the assessment of the stormwater management pond system assessment following two major hurricanes that affected the Tampa Bay area. The assessments considered the condition of the stormwater structures, concrete outfall control structures, and erosion around the perimeter of the ponds. Survey services were also part of the assessment project.

**WATERGRASS CDD I**

Watergrass CDD I • Wesley Chapel, Florida

Yasmin provided condition assessments of storm structures and stormwater ponds within this CDD. These assessments included documentation, reporting, and recommended repairs where applicable. Ultimately, quotes were obtained for repairs to be completed by contractors experienced in these types of issues that are common to CDDs.

**ZEPHYRHILLS SIDEWALKS**

City of Zephyrhills • Zephyrhills, Florida

Yasmin was responsible for completing site inspections for this City of Zephyrhills project, which consisted of nearly 10 miles of new sidewalks providing safe routes for schoolchildren to get to school. She tracked the progress of construction using a GIS application developed by BGE, which included progress photographs and problem areas to be addressed by the contractor.

**CONNERTON**

Wild Idea Partners, LLP • Land O'Lakes, Florida

Yasmin reported to the design Project Manager for this residential project in the central portion of Pasco County. During the project, her responsibilities included drainage/grading design, adjustments to the site layout, stormwater modeling, drainage report preparation, floodplain impact determination, and floodplain compensation. She was also integral to the completion of the construction plans.

# SECTION B

## WILLINGNESS TO MEET TIME AND BUDGET REQUIREMENTS

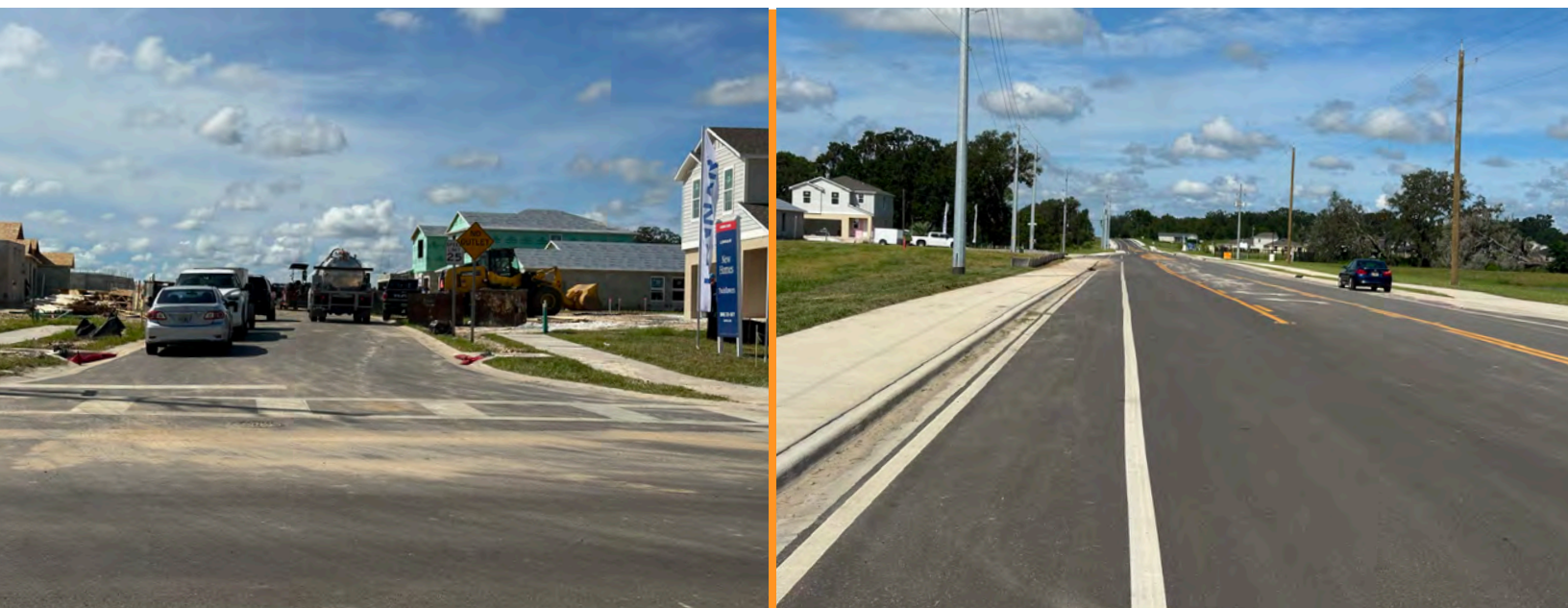


Our Lead District Engineer, Philip Chang, PE, has a track record of working with CDDs that spans over 14 years in the Tampa Bay area. He understands the time and budget constraints that are typically experienced by the District. That is why his approach to addressing community issues is to provide practical solutions when appropriate instead of unnecessarily over-engineering a proposed fix.

Our practical approach was recently demonstrated in a community where several pond structures needed repairs. We created a straightforward exhibit that included photographic documentation and record drawings to communicate the necessary repairs to a contractor, eliminating the need for complex engineering construction plans. This not only resulted in significant cost savings for the CDD regarding the bid documents but also allowed us to provide information to the contractor without delay. We intend to apply this same practical approach to all projects within Belmont.

Additionally, the makeup of our CDD team ranges from engineering graduates to highly experienced licensed professional engineers. As such, we can staff a project appropriately based on the complexity of the issue(s) and the level of experience necessary to provide a practical solution. We were able to put this into practice recently with one of our graduate engineers who was tasked with photo-documenting roadway conditions in a community for subsequent review and assessment by the District Engineer in the office. By doing so, not only were our resources managed wisely, but we also met the needs of the District while also being cognizant of their budgetary constraints. This intentional management and scheduling of our staff and projects will be applied to the benefit of Belmont.

With our continued practical approach to solving problems and thoughtful allocation of resources, we are confident that we will not only meet but exceed your expectations with regard to your time and budget requirements.



# SECTION C

## PAST EXPERIENCE AND PERFORMANCE



## PAST PERFORMANCE WITH COMMUNITY DEVELOPMENT DISTRICTS

## TERRA BELLA COMMUNITY DEVELOPMENT DISTRICT

LAND O'LAKES, FLORIDA

## Point of Contact

Mr. Jason Greenwood  
District Manager  
Governmental  
Management Services  
4530 Eagle Falls Place  
Tampa, Florida 33619  
813.344.4844  
jgreenwood@gms-  
tampa.com



BGE provided engineering and survey services to this CDD in the Land O'Lakes area of Pasco County. Condition assessments were undertaken to identify and quantify damage that may have resulted from two major storm events (Hurricanes Helene and Milton), which impacted the Tampa Bay area. Rainfall amounts ranged from 19- to 24-inches between the two hurricanes which occurred in the span of two weeks. Topographic services were also provided to verify grading and elevations related to stormwater infrastructure. An engineering report summarizing findings and recommendations was provided to address the issues identified by BGE.

## SUNCOAST COMMUNITY DEVELOPMENT DISTRICT

LAND O'LAKES, FLORIDA

## Point of Contact

Ms. Lisa Castoria  
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lisa.castoria@  
inframark.com



BGE provides District Engineering services to this CDD in the Land O'Lakes area of Pasco County where Philip Chang has been the District Engineer since 2013. Philip's past projects at the District have included pond assessment and assessment reports, sidewalk replacements, boundary fence/wall replacement, new monumentation, landscape enhancements, coordination with the County, and tasks related to (post-development) bond issuance with the resident board. The longevity of the work with the District is a testament to the commitment made by the District Engineer to the Suncoast CDD.



## WATERGRASS I COMMUNITY DEVELOPMENT DISTRICT

WESLEY CHAPEL, FLORIDA

### Point of Contact

Ms. Samantha Ford  
District Manager  
Inframark, LLC  
2005 Pan Am Circle  
Suite 300  
Tampa, Florida 33607  
813.873.7300  
samantha.ford@  
inframark.com



As the District Engineer for this CDD in the Wesley Chapel area of Pasco County, BGE is responsible for the assessment of drainage issues, pond inspections, sidewalk and pavement assessments, requests for bids and quotes, contractor coordination, construction observation, and other miscellaneous professional services. Other responsibilities include attendance at monthly meetings as required, responding to resident and board inquiries, and verification of encroachments to CDD parcel ownership.

## CORDOBA RANCH COMMUNITY DEVELOPMENT DISTRICT

LUTZ, FLORIDA

### Point of Contact

Ms. Christina Newsome  
District Manager  
Inframark, LLC  
2654 Cypress Ridge  
Boulevard  
Suite 101  
Wesley Chapel, Florida  
33544  
813.608.8228  
christina.newsome@  
inframark.com



BGE is the District Engineer for this unique Community Development District in Lutz in Hillsborough County. In this role, BGE has assisted the community with addressing issues related to failed drainage structures, poor drainage, roadway and asphalt damage, ROW maintenance issues, and parcel ownership verification/resolution, and professional survey services.



## TIMBER CREEK COMMUNITY DEVELOPMENT DISTRICT

RIVERVIEW, FLORIDA

### Point of Contact

Ms. Lisa Castoria  
District Manager  
Inframark, LLC  
2654 Cypress Ridge  
Boulevard  
Suite 101  
Wesley Chapel, Florida  
33544  
656.223.7011  
lisa.castoria@  
inframark.com



BGE is the District Engineer for this Community Development District in Riverview in Hillsborough County. In this role, BGE is assisting the District with its efforts to remediate damage as a result of two major hurricanes that occurred within a span of about two weeks (Helene and Milton). Damage included significant erosion, displaced storm structures, and pond embankment washouts. Part of BGE's efforts include assisting the District with its efforts to obtain FEMA grants to repair the significant damage.

## LONGLEAF COMMUNITY DEVELOPMENT DISTRICT

NEW PORT RICHEY, FLORIDA

### Point of Contact

Ms. Lisa Castoria  
District Manager  
Inframark, LLC  
2654 Cypress Ridge  
Boulevard  
Suite 101  
Wesley Chapel, Florida  
33544  
656.223.7011  
lisa.castoria@  
inframark.com

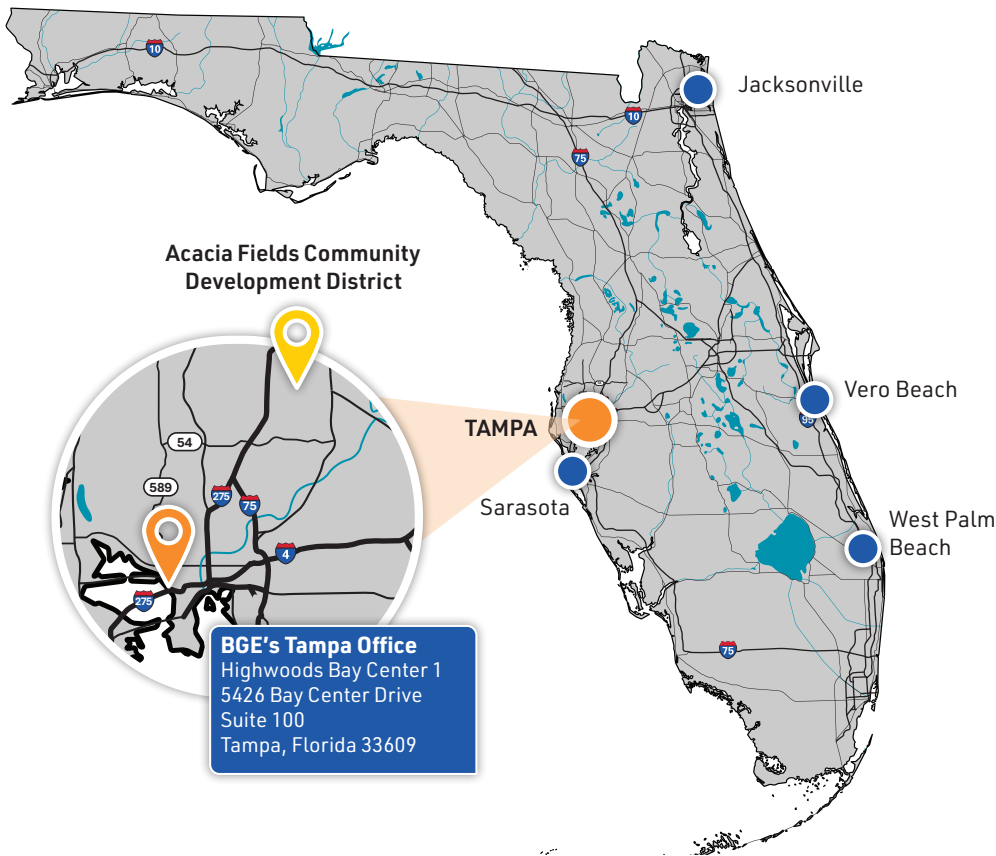


BGE provides engineering services to this Community Development District located in the New Port Richey area of Pasco County. Longleaf was the first community in the County developed as a TND where the homes have front porches, and the roadway network includes rear alleys. BGE completed the Engineer's Report necessary for the issuance of bonds to establish Neighborhood 4 as part of the District. Included in the report were the cost estimate, exhibits, and a summary of the proposed capital improvements.

# SECTION D

## GEOGRAPHIC LOCATION

The BGE Tampa office is located approximately 35 miles from Acacia Fields and will serve as the primary provider of District Engineering services for your community. Should additional support be required beyond the Tampa team, one of BGE’s four additional offices within Florida will be available to assist. BGE is headquartered in Houston, Texas, and maintains a national presence with 22 offices and a professional staff of 1,000.



*BGE’s 22 offices, including the firm’s headquarters, located in Houston at 10777 Westheimer Road, Suite 400 Houston, Texas 77042.*

# SECTION E

## CURRENT AND PROJECTED WORKLOAD



With 1,000 employees across the firm, BGE's "One Team" approach allows us to adjust to workload fluctuations across our offices and regions. BGE's team of experts has the capacity to successfully partner with the District.

Our recent projects have included the following issues which are common in CDDs:

- Stormwater pond inspections
- Assessing/resolving poor drainage issues
- Storm structure/pipe failure investigations and recommendations
- Roadway/pavement condition assessments
- Sidewalk/ADA reviews
- Pond slope erosion remediation
- Regulatory/traffic sign assessments
- Traffic calming assessments/reports
- Storm damage/impact assessments



The table below illustrates our team's current and project workload and their ability to meet the needs of the District.

| TEAM MEMBER       | ROLE                        | CURRENT WORKLOAD | PROJECTED WORKLOAD |
|-------------------|-----------------------------|------------------|--------------------|
| Philip Chang, PE  | Lead District Engineer      | 65%              | 50%                |
| Nico Ramos, PE    | Assistant District Engineer | 75%              | 65%                |
| Jim Sullivan, PSM | Surveying and Mapping       | 75%              | 65%                |
| Alexandra King    | GIS                         | 80%              | 70%                |
| Kevin Gibson, PE  | Stormwater/Drainage         | 80%              | 70%                |
| Megan Tetro, PE   | Transportation              | 75%              | 65%                |
| Yasmine Etalla    | Sidewalks/Roadways          | 80%              | 70%                |



# **SECTION F**

## **VOLUME OF PREVIOUSLY AWARDED WORK BY THE DISTRICT**

The District has not previously awarded BGE any work. As a firm with 1,000 employees and 22 offices, including five in Florida, we have a diversified array of services and staff that are familiar with what is required to efficiently respond to the needs of the District.

Additionally, while BGE is not a Women/Minority Business Enterprise (W/MBE) or Small Local Business Enterprise (SBE), we have regularly worked with many of these firms. Currently, we are partnering with Osiris 9, a certified SBE, as their subconsultant providing support for a transportation improvement project in Columbia County.

We are enthusiastic about partnering with the District and are ready to provide District Engineering Services immediately upon selection by the Board and the execution of an engineering services contract.



# SECTION G

## PROPOSED BILLING STRUCTURE



BGE has a longstanding history of over five decades supporting special districts throughout Florida and Texas. Philip Chang, who will serve as your Lead District Engineer, brings nearly 15 years of proven experience delivering engineering services to numerous CDDs in the Tampa Bay Area. Therefore, we understand that the scope of services provided by the Lead District Engineer may vary based on the specific needs of the District.

The following services are anticipated to be provided on an hourly basis upon execution of the Professional Engineering Services Agreement:

1. General consultation, meetings, and District representation
2. Attendance at meetings of the Board
3. Assessment and advising on maintenance of District facilities and infrastructure
4. Opinion of cost (for repairs and maintenance)

Offering these services on an hourly basis, enables us to collaborate quickly with District staff and resolve issues proactively.

For services that are less time-sensitive or more specialized, we propose handling them through an approved Work Authorization. The Lead District Engineer will work with your District Manager to define the scope and associated fees. These services may include:

1. Permitting
2. Construction plans and specifications
3. Surveying
4. Project oversight
5. Legal/litigation support
6. Engineering records

Offering both hourly and Work Authorization-based services gives the District greater flexibility to manage time and budget constraints.





Serving. Leading. Solving.™



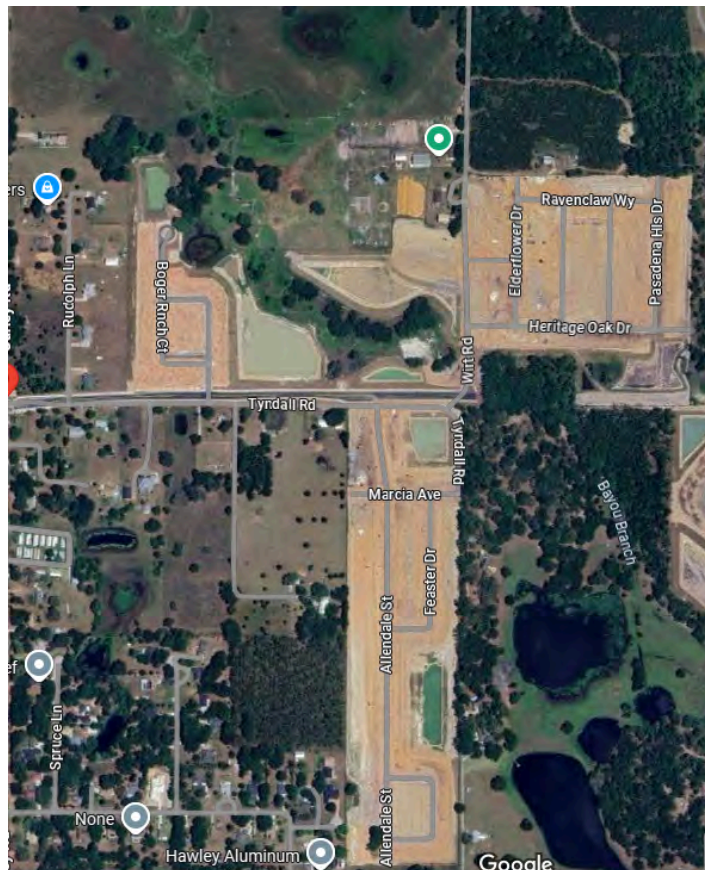
5426 Bay Center Drive, Suite 100  
Tampa, Florida 33609  
813.848.0901  
[bgeinc.com](http://bgeinc.com)





# Acacia Fields Community Development District

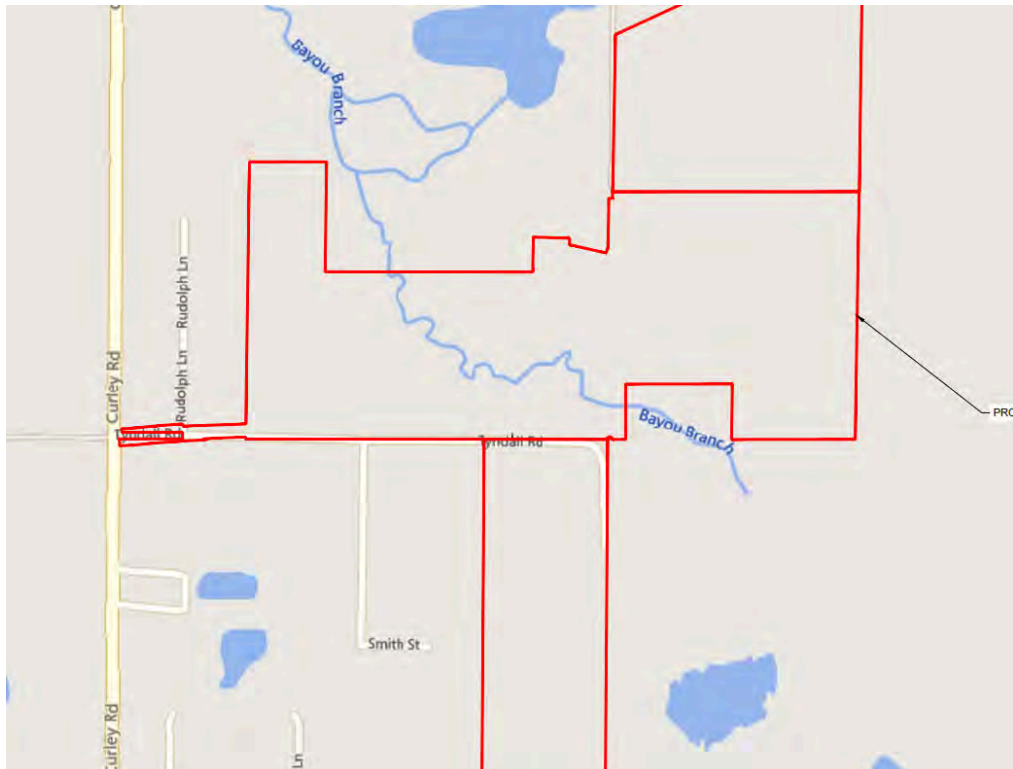
Professional Services Continuing Contract



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Lighthouse Engineering, Inc. (LHE) is pleased to submit this documentation for Acacia Fields Community Development District, Professional Services Continuing Contract. **It is our desire to save the Acacia Fields CDD time and money by providing you with a concise summary of our qualifications and experience in this proposal. With over 30 years experience in the industry, our firm could produce hundreds of pages of documentation showing our vast knowledge and expertise, however we have chosen to give you a highlighted version in order to show our commitment to staying on task and preserving the CDD's funds.**

LHE and its team members have provided engineering services to the local Community Development Districts, City of Tampa, City of Clearwater, City of Safety Harbor, The Florida Department of Transportation Districts 1, 2, 3, 4, 6 and 7, and multiple private clients in the surrounding counties for over 18 years. Lighthouse Engineering, Inc. is a **Certified Statewide Small Business Enterprise (SBE) and Small Local Business Enterprise (SLBE)**. Our office is located in beautiful Safety Harbor, Florida. We are intimately familiar with the area. We are committed to the betterment of this community because we literally eat, sleep, work and play here.

LHE's Project Team of highly trained professionals consists of multi-disciplinary members with strengths in Transportation and Traffic Engineering, Drainage and Environmental Permitting services. Members of the LHE Project Team bring an exceptional level of experience and expertise to all areas mentioned above. Because we have chosen to remain a small firm, our overhead is low, which gives us the financial resources to successfully complete all projects on time and with the highest level of efficiency.

Over the past 17 years, LHE has advanced the concept of providing a total package of engineering services to public and private clients. We maintain a broad spectrum of expertise including our primary service areas:

- Roadway Transportation Design, Planning
- Permitting
- Site / Civil Engineering
- Traffic Engineering
- Signing and Pavement Marking Design
- Signalization Design
- Lighting

This diversity enables our organization to offer a unified "in-house" team approach consisting of highly skilled and experienced professionals in a variety of specialties. The result is high-quality consulting services provided in a professional and timely manner. The advantage to selecting LHE is that our engineers are diverse and multi-discipline. This is a unique advantage as we can service a project with as few as three professionals and deliver the project to you. By keeping the project team small, compact, and efficient, LHE can service this contract and provide immense value to the Lakeside Community Development District.

At Lighthouse Engineering, we have all of the training, experience, and expertise to successfully execute any job that the Acacia Fields CDD may need completed. Our staff is structured so that everyone fully comprehends and is more than competent in their role in the company. Our tiered approach allows us to provide the leadership, management and administrative needs for every different type of project. Although we are all capable of working together on every project, we also have specific areas that we specialize in to be most effective in our positions. We all take responsibility for every aspect of the project and work together to resolve conflict.

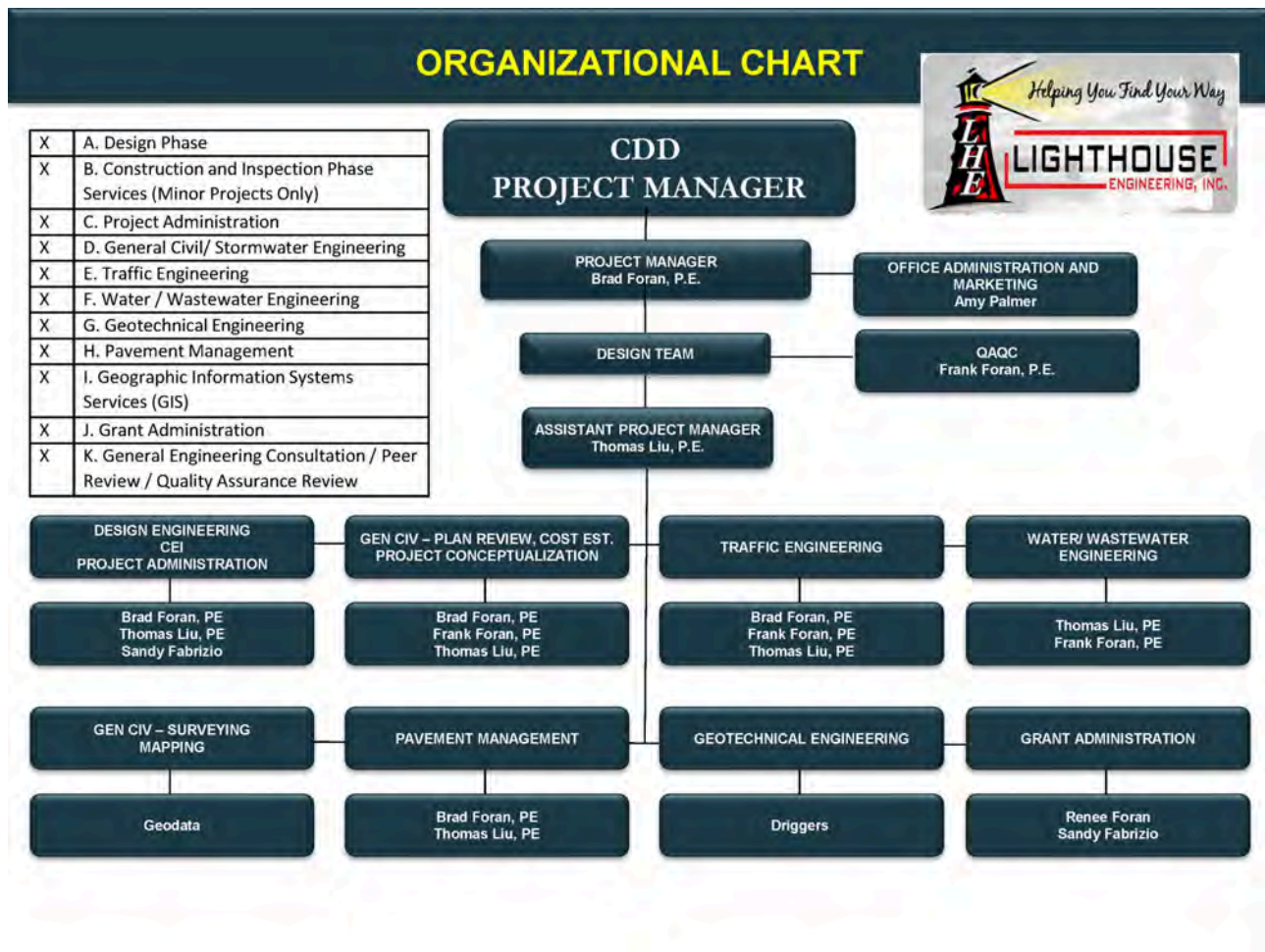
LHE has a number of professionals who have a great deal of experience in roadway design. Previous staff experience was obtained on City projects such as the intersection Improvement Project for Dale Mabry and Kennedy Blvd., Himes and Azeele Signal upgrades, Palm Ave Improvements and Intersection Improvement Project for Fowler Avenue and 50th Street. In addition, our staff has extensive local experience in roadway, storm water and utility design projects for clients such as Hillsborough County, Pasco County, and The Florida Department of Transportation (FDOT); as well as many private clients including **Meadow Pointe II Community Development District (CDD), Harbor Bay Community Development District (CDD), Asturia Community Development District (CDD), Lakeside Plantation Community Development District (CDD), Parkview at Long Lake Ranch Community Development District (CDD), Summerstone Community Development District (CDD), Union Park East Community Development District (CDD) and most recently added; Lakeside Community Development District (CDD).**

**Mr. Brad Foran, P.E.**, will serve as Project Manager. Mr. Foran has over 30 years of experience in highway design, project coordination and management. His expertise includes urban/arterial type projects, major interstate design, pavement marking design, traffic control plans, and liaison with government agencies, contract negotiation, specifications, project schedules and reports, and quality control / assurance reviews. Mr. Foran has served as both manager and engineer of record for many projects within the Tampa Bay Area and has successfully completed hundreds of projects within the public and private sector. His level of experience and tremendous reputation in the community has allowed him to make and maintain contacts that will be beneficial to the CDD on this project. These skills/experiences allow Mr. Foran to complete all tasks effectively and on budget.

**Mr. Thomas Liu, P.E.**, will serve as the Assistant Project Manager. Mr. Liu's work experience highlights his knowledge of highway design, permitting, and hydraulic analysis of existing and proposed facilities. Mr. Liu is an expert stormwater management and drainage engineer. He served as a project engineer for Florida Department of Transportation design contracts for Districts 1, 2, 3, and 7 and has worked on numerous major and minor roadway restoration projects. He is a successful project manager for FDOT, Hillsborough County Public Works and various state and local agencies.

**Mr. Frank Foran, P.E.** is a Highway Design Engineer with more than 50 year of experience in the Tampa Bay Area. He will provide the direction for our Quality Control Program. Mr. Foran is certified with the Florida Department of Transportation (FDOT) in preparation of traffic control plans and has received training from the Department in cost estimating and long-range estimating systems. In addition to writing Quality Control Plans for various assignments at LHE, Mr. Foran performed quality assurance plan reviews for other consulting firms.

**Mrs. Amy Palmer** serves as the Operation Manager for LHE. She will oversee all administrative work, correspondence, billing and reporting. Amy has over 22 years of experience in Management with much of that in the engineering industry.





Our vast experience with Community Development Districts demonstrates our ability to deliver creative solutions for all of the community needs with amazing efficiency, which allows us to build in extra time to quickly and effectively solve any issues that may arise. LHE is committed to ensuring that every staff member affecting product quality is fully competent to perform their assigned tasks. All personnel assigned to production have recent experience in their respective areas of responsibility. Competency is established through education, training, experience, and demonstration of skills. Continuing education of our technical and professional staff is strongly encouraged. Many of our employees are enrolled in continuing education seminars and conferences offered by FDOT and other professional associations. Many of our engineers attend national seminars, where a variety of engineering trends and innovations are presented. Keeping up to date with the latest technology and management solutions allows us to provide more value to our clients. Our wide range of knowledge, experience, and innovative ideas can be seen in the following project experience.

Relevant Projects include:

#### **Harbor Bay Community Development District**

The Harbor Bay Community Development District consists of approximately 764 acres of mostly seaside properties which include town homes, villas, and single family homes. The community has 27 detention ponds, recreational facilities, three amenity centers, multiple playgrounds and parks; and the Mira Bay club which consists of a clubhouse, resort and lap pools, wading pools, grills and picnic area, sand volleyball court, boat docks and lifts, and a playground. As the District Engineers we are responsible for all of the engineering needs of the community. This includes all inspections, permitting, dock and lift applications, drainage reports and plans, community upkeep, seawall inspections, traffic reports with regards to MUTCD standards, and correspondence with the residents. As the GEC for the CDD we routinely interact with the board and provide reports, evaluation, and financial guidance for current and future needs of the community.

#### **Meadow Pointe II CDD**

LHE was the general engineering consultant for this CDD community which contains 108 ponds, is home to almost 3500 residents and has almost 75 miles of roads. Over a 12-year period, LHE was tasked to produce pavement evaluations, pond evaluations and evaluations of all of the existing facilities that included the 2500 SF club house, pool, multipurpose courts and all of their existing wholly owned and operated infrastructure. LHE was also tasked with the tree removal and replanting within the communities. As the GEC for the CDD we routinely interacted with the board and provided reports, evaluation, and financial guidance for current and future needs of the community. We were engaged in the reissuance of bonds for the CDD that totaled more than ten million dollars and were intended to upgrade the existing infrastructure and produce monies for future expansion of the community facilities.

As the GEC for the CDD we were responsible to the CDD for all its engineering needs. The project consisted of the milling and resurfacing of the existing roadway within eleven subdivisions of Meadow Point II CDD including the clubhouse.

### **Lakeside Plantation Community Development District**

This CDD is located in North Port, Florida and boasts of 13 lakes, a 6,000 sq. foot clubhouse, pool and spa, and multiple amenities including basketball courts, playgrounds, tennis courts, pickleball and bocce ball courts. As District Engineers, we are responsible for all of the engineering needs for the community.

### **FDOT District 7 - Districtwide Sidewalk Gap Design Project**

This ongoing project includes the design of sidewalk improvements, including associated drainage and signing and marking. The goal is to eliminate sidewalk gaps along State Roadways. This will include:

- Evaluating known gaps to establish R/W and funding requirements.
- Preparing and maintaining a funding plan / schedule for R/W and construction.
- Preparing plans and specifications for letting as well as R/W instruments as required.
- Revising or updating previously completed construction plans and documents, and providing Post Design Services, Construction Assistance Services and Expert Witness Testimony Services for assigned projects.

### **FDOT - District 1 - SR 789 from Longboat Club Road to SR 64 Safety Improvements**

LHE was contracted as a sub for Ajax Paving for this Design Build project. This project consists of 17 different intersections for the design and construction of Rectangular Rapid Flashing Beacons (RRFBs), Pedestrian Hybrid Beacons (PHBs), sidewalk, and pedestrian lighting at cross walk locations. The re-design of these 17 intersection is intended to improve safety. We were required to accommodate several recreational resources, coordinate with multiple bus systems with routes and bus stops in the limits of the project, as well as replace all existing striping and raised pavement markers and install new signage and markings to accommodate the improvements. Several intersections required milling and resurfacing, sidewalk construction, and lighting design and installation.

### **FDOT District 1 - SR 25 (US 27) from N. of SR 540 to N. of Kokomo Rd.**

LHE was contracted as a sub for Burgess & Niple, Inc. for the design and construction of SR 25 from N. of SR 540 (Cypress Gardens Blvd.) to N. of Kokomo Rd (CR 546). Pavement resurfacing and widening depths were required, as well as stormwater treatment attenuation facilities were constructed. Signing, pavement marking, lighting and signalization plans were provided.

### **City of Tampa - Westshore Blvd. at Swann Ave and Beachway**

This project was to provide design services for the RRFB - Enhanced Crosswalks along Westshore Blvd. We provided utility coordination, construction documents based on concept plans and construction phasing as part of the MOT. We met with city officials to review the concept of work, any additional data and programming information, schedule, utility issues, City Design Standards, preferences and existing information. LHE met with property owners and coordinated with City Departments to develop and finalize concept plans.

### **FDOT District 7 - I-275 / SR 93 Bus on Shoulder *STATE AND NATIONAL AWARD WINNING PROJECT***

I-275 / SR 93 (from Alt. US 19 / SR 595 / 5th Ave. N. to SR 694 / Gandy Blvd.) is an Urban Principal Arterial Interstate. Located in Pinellas County, the project corridor is a northbound and southbound interstate with existing three (3) 23 foot travel lanes in each direction, 12 foot outside shoulder, and 8 foot (median) inside shoulder. The total project length was 5.203 miles. Due to increasing public demand for transit ridership, the Department partnered with Pinellas Suncoast Transit Authority (PSTA) to implement the I-275 Bus on Shoulder Pilot Project which consisted of widening and resurfacing the northbound and southbound outside paved shoulder of I-275 from 10 feet to 12 feet. The shoulder widening will allow for transit vehicles to travel along the shoulder when traffic congestions slowed down the travel lanes to 35 mph. The existing three (3) 12- foot travel lanes were maintained along the northbound and southbound of I-275. Project improvements consisted of shoulder milling / resurfacing and shoulder widening. Existing drainage structures, pavement markings, signs, guardrail, lighting, and other features impacted by the project were replaced or relocated. Furthermore, side slopes affected by the shoulder widening were regraded and stabilized.

### **City of Clearwater - Bayshore Boulevard Urban Multi-Use Trail**

The project scope was for the design of a new multi-use path along the east side of Bayshore Boulevard with a boardwalk and asphalt path from the Ream Wilson Trail to SR 60. The project included the removal and replacement of the existing sidewalk within the project limits and provided a new 10 foot wide multi-use path. It also required drainage design necessary to reroute the drainage flow into an existing inlet, which was located in the area that is not desirable, to a modified or new inlet that did not impede the physical travel lane. It also required addressing the sidewalk profile to raise the existing profile of the sidewalk to ensure positive stormwater conveyance into the existing open drainage system. LHE provided contract administration, design, drainage improvements, erosion control, drainage studies, permitting mitigation impacts, management services, utility coordination, construction engineering inspection services, and quality acceptance reviews of all work associated with the development and preparation of the contract plans and construction improvements.

### **City of Pinellas Park - Curb Cuts - Various Locations**

This project scope included the removal of existing driveways at various locations along SR 694 (Park Blvd.) for the City of Pinellas Park. Sod was proposed at the existing driveway pavements that were removed, and sidewalk constructed to meet ADA standards. A proposed curb will also be constructed where the existing driveways were removed. There are a total of 11 driveways being removed. Total project length is approximately 0.9 miles.

### **City of Tampa - General Engineering Services - Palm Ave.**

The project scope included upgrades to the ADA facilities along Palm Ave. (between Nuccio and 19th Ave.). We added detectable warnings surfaces and reconstructed ADA ramps with modification to the median to allow pedestrians to cross at mid-block locations. Design also included RRFB's for pedestrian mid-block crossings along Palm Ave. at 17th and North 19th Ave. We also provided utility coordination and project management services necessary to complete the design.

### **City of Tampa - General Engineering Services - Howard Ave. at Dekle / DeSoto Ave.**

The project scope was for the redesign of the existing intersection that will accommodate the realignment of the intersection at Howard Ave. and DeSoto / Dekle Ave. The design included public involvement, utility relocation, roadway design, signing and pavement marking, and all project management to complete the design.

Tasks to complete this project included the following:

- Update the design and concept plan to accommodate the additional parking spaces south on Dekle Ave. Additional meetings were required to gain the approval of the concept plan by the City and other design firms involved in the corridor study of the project area.
- Landscape and Irrigation plan for the green space between Dekle and DeSoto.
- Obtained additional survey south on Dekle for additional parking spaces.
- Provided utility coordination for the relocation of existing utilities within the project area as required for the new intersection configuration
- Provided a set of construction documents based on the concept plans
- Provided construction phasing as part of the MOT

LHE provided utility coordination, design and construction plan preparation, pedestrian ramp/crosswalk design, design review, construction plans, quality assurance/quality review; as well as attended all field and coordination meetings.

### **FDOT District 7 - US 41/ SR 45/ S. 50th St. from Denver St. to N. of 27th Ave. S.**

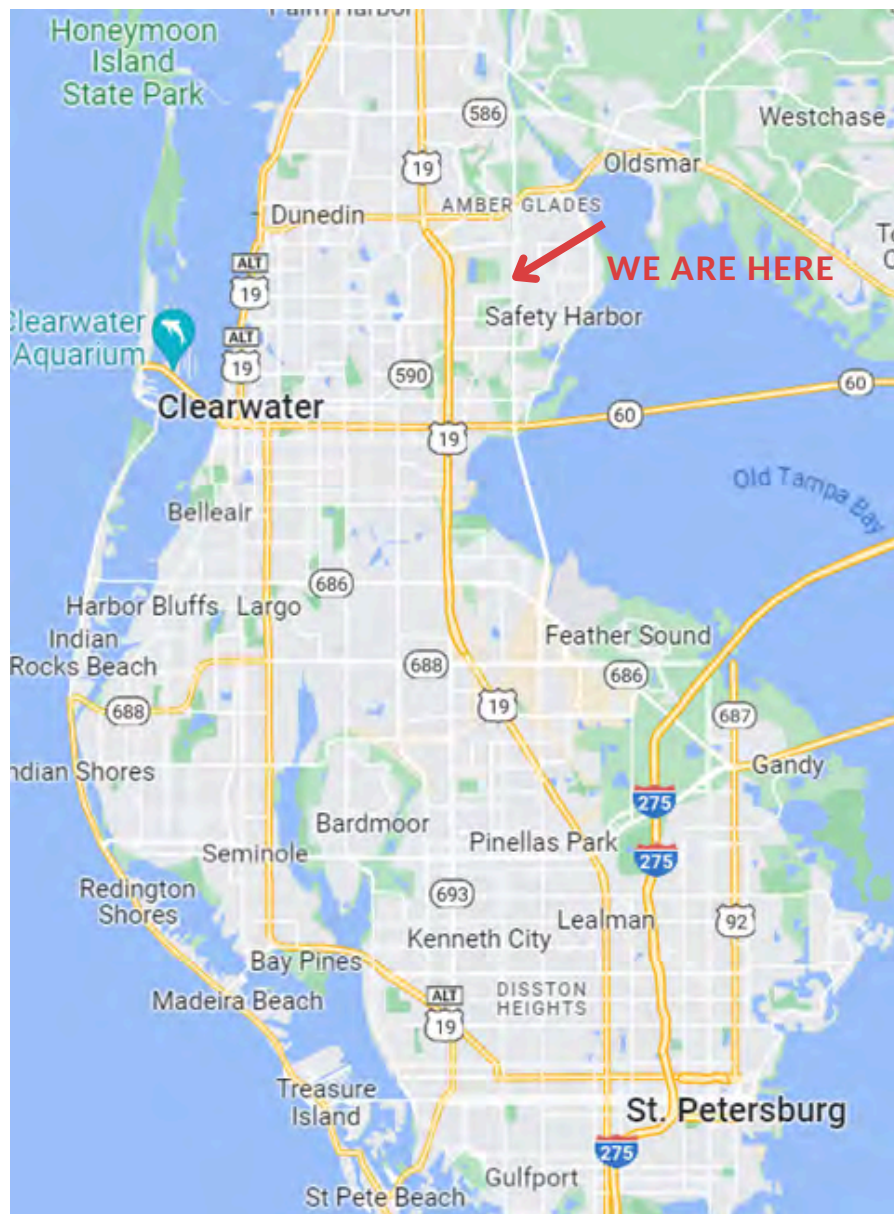
The purpose of this RRR project was to preserve and extend the life of the existing pavement through milling and resurfacing, upgrading to ADA curb ramps to meet current ADA standards, and performing general safety modification work.

## GEOGRAPHIC LOCATION

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Lighthouse Engineering is located in beautiful Safety Harbor, Florida. All of our employees work out of our Safety Harbor office located at:

701 Enterprise Road East  
Suite 410  
Safety Harbor, FL 34695





Our Chief Engineer, Brad Foran, has experience working with CDD's that spans over 20 years. He understands budget and time constraints that most District's face, and is able to find engineering solutions that are practical and cost effective. He will be the lead engineer for all the needs of the community. Amy Palmer, our Operations Manager, has a vast amount of experience working with CDD's and will be the voice and contact person for our company. Her expertise saves the CDD money, as she is able to spear head most projects at a lower hourly rate and then have them reviewed and assessed by the lead engineer.

We will take a fundamental approach to this project and will eliminate any steps that are not absolutely essential, saving the District money. Our goal is to be a seamless extension of the Acacia Fields CDD and ensure that the CDD gets all the scope elements incorporated into every project. Communication will be done through a variety of means including but not limited to: virtual meetings, email, phone calls and text messages. As mentioned earlier, Amy Palmer will be the point of contact for the CDD. All data will be recorded and stored in the design documentation (DD) and kept digitally for instant access by staff and team members. Project schedules will be continually updated to reflect current and projected progress. One of the single best ways to control costs is to adhere to the project schedule.

The permitting process is another way to get off schedule and budget. LHE has permitted numerous civil and transportation projects and has a successful working relationship with many local permitting agencies. These local regulatory permitting agencies include the Florida Department of Environmental Protection (FDEP), FDOT, SWFWMD, and Pasco, Hillsborough, and Pinellas Counties. LHE recognizes the lengthy permitting schedule involved with many projects and applies a proactive approach to minimize potential delays. This approach includes early and frequent meetings with regulatory agencies and constant coordination to minimize project disruption due to agency requests for additional information. Our staff has extensive experience preparing and tracking Environmental Resource Permits (ERPs) for both public and private clients.

LHE has been involved in the permitting process on many jobs for multiple municipalities and private clients. We understand how to apply for permits and what permits are needed for specific projects, as well as how to budget for permitting fees. We also have a great deal of knowledge as to what situations require a permit and those that do not. This allows us to save time researching if a permit is not needed, which ultimately save the CDD money. Our full-service and award winning design staff understands the problems facing local government agencies such as escalating construction costs and shrinking budgets. We have the experience to provide our clients with cost effective engineering solutions that exceed the expectations of our clients and the public. LHE is experienced with the CDD's operations and has proudly served the surrounding area in a wide range of capacities for many years.

RECENT, CURRENT  
AND PROJECTED  
WORKLOAD

The following information is provided to demonstrate specifically that the LHE team has the personnel and experience to best provide the requested services.

The current workload of LHE will allow us to begin work immediately. Our available design staff can provide more than 250 staff hours per month from our office in Safety Harbor. LHE routinely handles a multitude of projects involving various disciplines. We utilize subconsultants with experience in specialized areas such as SUE, land surveying and mapping, geotechnical engineering, and right of way acquisition, while employing our own engineers in other areas such as CEI, pavement evaluation, asset management, bridge inspection, and structure repairs. Our past and ongoing relationships provide us with a clear understanding of our subconsultants' abilities, which is a key elements in effective coordination of project assignments. We set high standards for our subconsultants and we ensure that they perform at high levels without impacts to the schedule.

We recently completed a number of significant projects including a Design-Build Project for FDOT District 1 at SR 789 from Longboat Club Road to SR 64. We are also scheduled to finish a Design-Build Project at SR 25 (US 27) in the next month. Currently we are working on a Sidewalk Gap Project for FDOT District 7 and a few smaller projects for private clients. We are in the process of finishing up the contract to begin work on TWO 10.2023 for the City of Pinellas Park. This project is for the plan preparation for the elimination of ten abandoned driveway aprons at various locations along Park Boulevard, including FDOT permitting.

Our projected workload falls within the capacity of our staff. As with any firm, our workload is not always constant, but has peaks and valleys. The dedication of our staff enables LHE to meet our clients' goals by working overtime during peaks and improving our technical skills during slower periods. LHE and our entire team will pull together to ensure that we meet the CDD's needs.

We are eager to utilize these resources in this important contract for the Acacia fields CDD. The personnel shown in the organizational chart are available for immediate assignment to the project.



Although we have not been awarded any work previously from the Acacia Fields Community Development District, LHE has a vast amount of experience with other CDD's that allows us to anticipate all the needs of the District.

We are excited about the opportunity to lend our skills and experience to the Acacia Fields CDD.



Lighthouse Engineering, Inc.  
701 Enterprise Road East, Suite 410  
Safety Harbor, FL 34695



## Lighthouse Engineering

### Rate Schedule

(As of 1/1/2025)

|                    |               |
|--------------------|---------------|
| Project Manager    | \$ 195 / Hour |
| Chief Engineer     | \$ 205 / Hour |
| Senior Engineer    | \$ 174 / Hour |
| Operations Manager | \$ 170 / Hour |
| Engineer           | \$ 160 / Hour |
| Senior Designer    | \$ 147 / Hour |
| Cadd Technician    | \$130/ Hour   |
| Clerical           | \$ 120 / Hour |

- We propose to tie our rate increase to the CP Index. This increase has typically been in the range of approximately 3% annually

Note: Expenses for projects / task assignments will be negotiated on a project by project basis or be billed to the CDD as a direct expense.

Signed Bradley S. Foran

Bradley S. Foran, P.E., President

# ARCHITECT – ENGINEER QUALIFICATIONS

## PART I – CONTRACT SPECIFIC QUALIFICATIONS

### A. CONTRACT INFORMATION

1. TITLE AND LOCATION (City and State)

**Acacia Fields Community Development District – Professional Engineering Services – continuous contract**

2. PUBLIC NOTICE DATE

September 12, 2025

3. SOLICITATION OR PROJECT NUMBER

### B. ARCHITECT – ENGINEER POINT OF CONTACT

4. NAME AND TITLE

Brad Foran, P.E., President

5. NAME OF FIRM

Lighthouse Engineering, Inc.

6. TELEPHONE NUMBER

727.726.7856

7. FAX NUMBER

727.683.9848

8. E-MAIL ADDRESS

bforan@lighthouseenginc.com

### C. PROPOSED TEAM

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

|    | (Check) |             |                | 9. FIRM NAME                                                                        | 10. ADDRESS                                                      | 11. ROLE IN THIS CONTRACT                                                                      |
|----|---------|-------------|----------------|-------------------------------------------------------------------------------------|------------------------------------------------------------------|------------------------------------------------------------------------------------------------|
|    | PRIME   | J-V PARTNER | SUBCON-TRACTOR |                                                                                     |                                                                  |                                                                                                |
| a. | X       |             |                | Lighthouse Engineering, Inc.<br><br><input type="checkbox"/> CHECK IF BRANCH OFFICE | 701 Enterprise Road East<br>Suite 410<br>Safety Harbor, FL 34695 | Project Management, Environmental Permitting, Drainage, Traffic, Design, QA/QC, Specifications |
| 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

[X] (Attached)



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

(Complete one Section E for each key person.)

|                                                                                                                                                                                                                                                                                                                   |                                                     |                                                                                                                     |                            |
|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------------------------------------|---------------------------------------------------------------------------------------------------------------------|----------------------------|
| 12. NAME<br><b>Bradley S. Foran, P.E.</b>                                                                                                                                                                                                                                                                         | 13. ROLE IN THIS CONTRACT<br><b>Project Manager</b> | 14. YEARS EXPERIENCE                                                                                                |                            |
|                                                                                                                                                                                                                                                                                                                   |                                                     | a. TOTAL<br>28                                                                                                      | b. WITH CURRENT FIRM<br>17 |
| 15. FIRM NAME AND LOCATION (City and State)<br><b>Lighthouse Engineering, Inc. Safety Harbor, FL</b>                                                                                                                                                                                                              |                                                     |                                                                                                                     |                            |
| 16. EDUCATION (DEGREE AND SPECIALIZATION)<br><b>B.S.C.E. / Civil Engineering</b>                                                                                                                                                                                                                                  |                                                     | 17. CURRENT PROFESSIONAL REGISTRATION (STATE AND DISCIPLINE)<br><b>Professional Engineer: Florida, 1998, #52634</b> |                            |
| 18. OTHER PROFESSIONAL QUALIFICATIONS (Publications, Organizations, Training, Awards, etc.)<br><b>FDOT Training / Contract Estimating System, Access Mgmt Guidelines for Project Development, Basic Lighting and Electricity, Advanced Work Zone Traffic Control Course, Specifications, Electronic Submittal</b> |                                                     |                                                                                                                     |                            |

## **19. RELEVANT PROJECTS**

|    | (1) TITLE AND LOCATION (City and State)                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  | (2) YEAR COMPLETED    |                              |
|----|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------|------------------------------|
|    |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          | PROFESSIONAL SERVICES | CONSTRUCTION (If Applicable) |
| a. | Harbor Bay CDD – Apollo Beach, Florida                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   | Ongoing               |                              |
|    | (3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE<br>EOR for the gen. engineering consultant for this CDD community which contains approximately 764 acres of mostly seaside properties which include town homes, villas, and single-family homes. The community has 27 retention ponds, recreational facilities, three amenity centers, multiple playgrounds, and parks; and the Mira Bay club which consists of a clubhouse, resort and lap pools, wading pools, grills and picnic area, sand volleyball court, boat docks and lifts, and a playground. Responsible for all the engineering needs of the community. This includes inspections, permitting, dock and lift applications, drainage reports and plans, community upkeep, Sewall inspections, traffic reports with regards to MUTCD standards, and correspondence with the residents. |                       |                              |
| b. | FDOT District 7 - Sidewalk Gap at various location – Pinellas County                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     | Ongoing               |                              |
|    | (3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE<br>[X] Check if project performed with current firm<br>Project Manager and EOR for this TWO that consists of sidewalk design along the East and Westside of S.R. 686 (Roosevelt Blvd.) – from Ulmerton Rd. to 16 <sup>th</sup> Street North, and sidewalk design along the Southside of S.R. 586 (Curlew Rd.) from Bayshore Blvd. to Cardinal Rd. This TWO also includes sidewalk design on the Southside of S.R. 694 (Park Blvd.) from 40 <sup>th</sup> Street North to U.S. 19.                                                                                                                                                                                                                                                                                                                |                       |                              |
| c. | FDOT District 7 – US 41 / SR 45/ S. 50 <sup>th</sup> St. from Denver St. to N. of 27 <sup>th</sup> Ave. S. – Hillsborough County                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         | 2023                  |                              |
|    | (3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE<br>[X] Check if project performed with current firm<br>Project Manager and EOR for the design services for US 41 / SR 45/ S. 50 <sup>th</sup> St. from Denver St. to north of 27 <sup>th</sup> Ave. S. improvements. Project included milling and resurfacing, upgrading curb ramps to meet current ADA standards, and performing general safety modification work in order to extend the life of the existing pavement.                                                                                                                                                                                                                                                                                                                                                                         |                       |                              |
| d. | City of Pinellas Park – Curb Cuts – Various Locations                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    | ongoing               |                              |
|    | (3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE<br>[X] Check if project performed with current firm<br>Project Manager and EOR for the removal of existing driveways at various locations along SR 694 (Park Blvd.) for the City of Pinellas Park. Driveway removal begins just east of 63 <sup>rd</sup> Street North and ends just east of 54 <sup>th</sup> Street North. Sod will be proposed at the existing driveway pavements that were removed, and sidewalk constructed to meet ADA Standards. A proposed curb will also be constructed where the existing driveways were removed. There are a total of 11 driveways being removed. Total project length is approximately 0.9 miles.                                                                                                                                                      |                       |                              |
| e. | I-275 / SR 93 Bus on Shoulder from Alt US 19/SR595/5 <sup>th</sup> Ave N to SR 694/ Gandy Blvd. – Pinellas County FL *AWARD WINNING*                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     | 2019-2021             |                              |
|    | (3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE<br>[X] Check if project performed with current firm<br>Project Manager/EOR contracted to generate the Project System Engineering Plan (PSEMP) and the Requirement Traceability Verification Matrix (RTVM). Responsible for the installation of the RSS at the northbound and southbound ramps from 38 <sup>th</sup> Ave. N. and 54 <sup>th</sup> Ave. N. Also executed the removal and replacement of an ITS system components that are impacted by the Design-Build Firm's scope of work. Project also included paved shoulder widening, milling and resurfacing, drainage, signing and pavement markings, and lighting.                                                                                                                                                                        |                       |                              |

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

(Complete one Section E for each key person.)

|                                                                                                                                                                                                                                                                    |                                                                                             |                                                                                                                                                          |  |          |                      |    |    |
|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------|--|----------|----------------------|----|----|
| <b>12. NAME</b><br><b>Thomas Liu, P.E.</b>                                                                                                                                                                                                                         | <b>13. ROLE IN THIS CONTRACT</b><br><b>Project Engineering and Environmental Permitting</b> | <b>11. YEARS EXPERIENCE</b><br><table border="1"> <tr> <td>a. TOTAL</td> <td>b. WITH CURRENT FIRM</td> </tr> <tr> <td>23</td> <td>12</td> </tr> </table> |  | a. TOTAL | b. WITH CURRENT FIRM | 23 | 12 |
| a. TOTAL                                                                                                                                                                                                                                                           | b. WITH CURRENT FIRM                                                                        |                                                                                                                                                          |  |          |                      |    |    |
| 23                                                                                                                                                                                                                                                                 | 12                                                                                          |                                                                                                                                                          |  |          |                      |    |    |
| <b>15. FIRM NAME AND LOCATION (City and State)</b><br><b>Lighthouse Engineering, Inc., Safety Harbor, FL</b>                                                                                                                                                       |                                                                                             |                                                                                                                                                          |  |          |                      |    |    |
| <b>16. EDUCATION (DEGREE AND SPECIALIZATION)</b><br><b>B.S.C.E./1994/Civil Engineering</b>                                                                                                                                                                         |                                                                                             | <b>17. CURRENT PROFESSIONAL REGISTRATION (STATE AND DISCIPLINE)</b><br><b>Professional Engineer: Florida, 2000, #58258</b>                               |  |          |                      |    |    |
| <b>18. OTHER PROFESSIONAL QUALIFICATIONS (Publications, Organizations, Training, Awards, etc.)</b><br><b>FDOT Training: Project Management, Drainage, HY-8, AdICPR, HydroCAD, erosion control, Advanced Traffic Control, Specifications, Electronic Submittals</b> |                                                                                             |                                                                                                                                                          |  |          |                      |    |    |

## **19. RELEVANT PROJECTS**

| (1) TITLE AND LOCATION (City and State)                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            | (2) YEAR COMPLETED                               |                                     |
|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------------------------------|-------------------------------------|
| <b>FDOT District 7 – Withlacoochee Trail from Hernando County Line to Marion County Line – Citrus County, FL</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   | <b>PROFESSIONAL SERVICES</b><br><b>2020</b>      | <b>CONSTRUCTION (If Applicable)</b> |
| <b>a.</b> (3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE<br><b>[X]</b> Check if project performed with current firm<br><b>Project Engineer responsible for roadway design, drainage analysis, signing and pavement marking, and Temporary Traffic Control Plans for this rehabilitation project. Also provided necessary documentation for the procurement and installation of the signalization and ITS system devices</b>                                                                                                                                                                                                                                                                               |                                                  |                                     |
| <b>FDOT District 7 - Sidewalk Gap at various location – Pinellas County</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        | <b>PROFESSIONAL SERVICES</b><br><b>ongoing</b>   | <b>CONSTRUCTION (If Applicable)</b> |
| <b>b.</b> (3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE<br><b>[X]</b> Check if project performed with current firm<br><b>Project Engineer for this TWO that consists of sidewalk design along the East and Westside of S.R. 686 (Roosevelt Blvd.) – from Ulmerton Rd. to 16<sup>th</sup> Street North, and sidewalk design along the Southside of S.R. 586 (Curlew Rd.) from Bayshore Blvd. to Cardinal Rd. This TWO also includes sidewalk design on the Southside of S.R. 694 (Park Blvd.) from 40<sup>th</sup> Street North to U.S. 19.</b>                                                                                                                                                           |                                                  |                                     |
| <b>City of Pinellas Park – Curb Cuts – Various Locations</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       | <b>PROFESSIONAL SERVICES</b><br><b>ongoing</b>   | <b>CONSTRUCTION (If Applicable)</b> |
| <b>c.</b> (3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE<br><b>[X]</b> Check if project performed with current firm<br><b>Project Engineer for the removal of existing driveways at various locations along SR 694 (Park Blvd.) for the City of Pinellas Park. Driveway removal begins just east of 63<sup>rd</sup> Street North and ends just east of 54<sup>th</sup> Street North. Sod will be proposed at the existing driveway pavements that were removed, and sidewalk constructed to meet ADA Standards. A proposed curb will also be constructed where the existing driveways were removed. There are a total of 11 driveways being removed. Total project length is approximately 0.9 miles.</b> |                                                  |                                     |
| <b>US 41/ SR45/S. 50<sup>th</sup> St from Denver St. to N. of 27<sup>th</sup> Ave. S., Pinellas County, FL</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     | <b>PROFESSIONAL SERVICES</b><br><b>2021</b>      | <b>CONSTRUCTION (If Applicable)</b> |
| <b>d.</b> (3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE<br><b>[X]</b> Check if project performed with current firm<br><b>Project Engineer for the 3R project that includes milling and resurfacing, upgrading curb ramps to meet ADA standards, utility coordination, signing and pavement markings, signalization, traffic studies and lighting.</b>                                                                                                                                                                                                                                                                                                                                                    |                                                  |                                     |
| <b>I-275 / SR 93 Bus on Shoulder from Alt US 19/SR595/5<sup>th</sup> Ave N to SR 694/ Gandy Blvd. – Pinellas County FL *AWARD WINNING*</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         | <b>PROFESSIONAL SERVICES</b><br><b>2019-2021</b> | <b>CONSTRUCTION (If Applicable)</b> |
| <b>e.</b> (3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE<br><b>[X]</b> Check if project performed with current firm<br><b>Project Engineer contracted to generate the Project System Engineering Plan (PSEMP) and the Requirement Traceability Verification Matrix (RTVM). Responsible for the installation of the RSS at the northbound and southbound ramps from 38<sup>th</sup> Ave. N. and 54<sup>th</sup> Ave. N. Also executed the removal and replacement of an ITS system components that are impacted by the Design-Build Firm's scope of work. Project also included paved shoulder widening, milling and resurfacing, drainage, signing and pavement markings, and lighting.</b>               |                                                  |                                     |

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

|                                                                                                                                                                                                                                    |                                                     |                                                                                                                      |  |
|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------------------------------------|----------------------------------------------------------------------------------------------------------------------|--|
| 12. NAME<br><b>Frank. Foran, P.E.</b>                                                                                                                                                                                              | 13. ROLE IN THIS CONTRACT<br><b>Project Manager</b> | 14. YEARS EXPERIENCE<br>a. TOTAL <b>48</b> b. WITH CURRENT FIRM <b>17</b>                                            |  |
| 15. FIRM NAME AND LOCATION <i>(City and State)</i><br><b>Lighthouse Engineering, Inc. Safety Harbor, FL</b>                                                                                                                        |                                                     |                                                                                                                      |  |
| 16. EDUCATION <i>(DEGREE AND SPECIALIZATION)</i><br><b>B.S.C.E. / Civil Engineering</b>                                                                                                                                            |                                                     | 17. CURRENT PROFESSIONAL REGISTRATION <i>(STATE AND DISCIPLINE)</i><br><b>Professional Engineer: Florida, #11635</b> |  |
| 18. OTHER PROFESSIONAL QUALIFICATIONS <i>(Publications, Organizations, Training, Awards, etc.)</i><br><b>Affiliations: Florida Engineering Society, American Society of Civil Engineers, American Society of Highway Engineers</b> |                                                     |                                                                                                                      |  |

**19. RELEVANT PROJECTS**

| (1) TITLE AND LOCATION <i>(City and State)</i>                                                                                                                                                                                                                                                                                                                                                                                               | (2) YEAR COMPLETED                   |                              |
|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------------------|------------------------------|
| a. (1) TITLE AND LOCATION <i>(City and State)</i><br><b>FDOT District 7 – Withlacoochee Trail from Hernando County Line to Marion County Line – Citrus County, FL</b>                                                                                                                                                                                                                                                                        | PROFESSIONAL SERVICES<br><b>2020</b> | CONSTRUCTION (If Applicable) |
| (3) BRIEF DESCRIPTION <i>(Brief scope, size, cost, etc.)</i> AND SPECIFIC ROLE<br><b>[X] Check if project performed with current firm</b><br><b>QC Manager responsible for roadway design, drainage analysis, signing and pavement marking, and Temporary Traffic Control Plans for this rehabilitation project. Also provided necessary documentation for the procurement and installation of the signalization and ITS system devices.</b> |                                      |                              |
| b. (1) TITLE AND LOCATION <i>(City and State)</i><br><b>City of Clearwater, FL – Bayshore Blvd – Urban Multi Use Trail</b>                                                                                                                                                                                                                                                                                                                   | PROFESSIONAL SERVICES<br><b>2015</b> | CONSTRUCTION (If Applicable) |
| (3) BRIEF DESCRIPTION <i>(Brief scope, size, cost, etc.)</i> AND SPECIFIC ROLE<br><b>[X] Check if project performed with current firm</b><br><b>QC Manager for the design of a new 10 foot wide multi-use path on the east side of the Bayshore Boulevard. Extensive permits were required with a full SWFWMD ERP and US Army Core of Engineering Nationwide #14 permits.</b>                                                                |                                      |                              |
| c. (1) TITLE AND LOCATION <i>(City and State)</i><br><b>Tampa Hillsborough Expressway Authority, Selmon Greenway – Tampa, FL</b>                                                                                                                                                                                                                                                                                                             | PROFESSIONAL SERVICES<br><b>2013</b> | CONSTRUCTION (If Applicable) |
| (3) BRIEF DESCRIPTION <i>(Brief scope, size, cost, etc.)</i> AND SPECIFIC ROLE<br><b>[X] Check if project performed with current firm</b><br><b>QC Manager for design, permitting, construction and performing all other services necessary for a 15' on average (12' to 24' in some locations) multi-use trail to connect the City of Tampa's River Walk in the vicinity of Ashley Drive to the vicinity of 10<sup>th</sup> Street.</b>     |                                      |                              |
| d. (1) TITLE AND LOCATION <i>(City and State)</i><br><b>US 41/ SR45/S. 50<sup>th</sup> St from Denver St. to N. of 27<sup>th</sup> Ave. S., Pinellas County, FL</b>                                                                                                                                                                                                                                                                          | PROFESSIONAL SERVICES<br><b>2021</b> | CONSTRUCTION (If Applicable) |
| (3) BRIEF DESCRIPTION <i>(Brief scope, size, cost, etc.)</i> AND SPECIFIC ROLE<br><b>[X] Check if project performed with current firm</b><br><b>QC Manager for the 3R project that includes milling and resurfacing, upgrading curb ramps to meet ADA standards, utility coordination, signing and pavement markings, signalization, traffic studies and lighting.</b>                                                                       |                                      |                              |
| e. (1) TITLE AND LOCATION <i>(City and State)</i><br><b>City of Tampa General Engineering Services – Howard and Dekle Ave. Tampa, FL</b>                                                                                                                                                                                                                                                                                                     | PROFESSIONAL SERVICES<br><b>2020</b> | CONSTRUCTION (If Applicable) |
| (3) BRIEF DESCRIPTION <i>(Brief scope, size, cost, etc.)</i> AND SPECIFIC ROLE<br><b>[X] Check if project performed with current firm</b><br><b>QC Manager for the redesign of an existing intersection that will accommodate the realignment of the intersection at Howard Ave and DeSoto/Dekle. The design included public involvement, utility relocation, roadway design, and signing and pavement markings.</b>                         |                                      |                              |

## 1. SOLICITATION NUMBER (If any)

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

| 9. EMPLOYEES BY DISCIPLINE |                 |                                            |   | 10. PROFILE OF FIRM'S EXPERIENCE AND ANNUAL AVERAGE REVENUE FOR LAST 5 YEARS |                                                      |                                        |
|----------------------------|-----------------|--------------------------------------------|---|------------------------------------------------------------------------------|------------------------------------------------------|----------------------------------------|
| a. Function Code           | b. Discipline   | c. No. of Employees<br>(1) FIRM (2) BRANCH |   | a. Profile Code                                                              | b. Experience                                        | c. Revenue Index Number<br>(see below) |
| 02                         | Administrative  | 2                                          |   | T03                                                                          | Traffic & Transportation Engineering                 | 1                                      |
| 08                         | CADD Technician | 1                                          |   | D04                                                                          | Design-Build - Preparation of Requests for Proposals | 1                                      |
| 12                         | Civil Engineer  | 3                                          |   | W03                                                                          | Water Supply; Treatment and Distribution             | 1                                      |
|                            |                 |                                            |   | S04                                                                          | Sewage Collection, Treatment and Disposal            | 1                                      |
|                            |                 |                                            |   |                                                                              |                                                      |                                        |
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|                            |                 |                                            |   |                                                                              |                                                      |                                        |
|                            |                 |                                            |   |                                                                              |                                                      |                                        |
| <b>Total</b>               |                 | 6                                          | 6 |                                                                              |                                                      |                                        |
|                            |                 |                                            |   |                                                                              |                                                      |                                        |

| 11. ANNUAL AVERAGE PROFESSIONAL SERVICES REVENUES OF FIRM FOR LAST 3 YEARS<br><i>(Insert revenue index number shown at right)</i> |   | PROFESSIONAL SERVICES REVENUE INDEX NUMBER |                                           |
|-----------------------------------------------------------------------------------------------------------------------------------|---|--------------------------------------------|-------------------------------------------|
| a. Federal Work                                                                                                                   | 1 | 1. Less than \$100,000                     | 6. \$2 million to less than \$5 million   |
| b. Non-Federal Work                                                                                                               | 3 | 2. \$100,000 to less than \$250,000        | 7. \$5 million to less than \$10 million  |
| c. Total Work                                                                                                                     | 3 | 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               |

|                                                    |                               |
|----------------------------------------------------|-------------------------------|
| a. SIGNATURE<br><i>BRADLEY S. FORAN, PRESIDENT</i> | b. DATE<br>September 12, 2025 |
| c. NAME AND TITLE                                  |                               |

AUTHORIZED FOR LOCAL REPRODUCTION  
MANDATORY USE DATE OF FORM 5/1/2004



# CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

04/03/2025

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><br>Hiscox Inc.<br>5 Concourse Parkway<br>Suite 2150<br>Atlanta GA, 30328                     | <b>CONTACT NAME:</b><br><b>PHONE (A/C, No, Ext):</b> (888) 202-3007<br><b>E-MAIL ADDRESS:</b> contact@hiscox.com<br><b>FAX (A/C, No):</b><br><b>INSURER(S) AFFORDING COVERAGE</b><br><b>INSURER A:</b> Hiscox Insurance Company Inc<br><b>INSURER B:</b><br><b>INSURER C:</b><br><b>INSURER D:</b><br><b>INSURER E:</b><br><b>INSURER F:</b> | <b>NAIC #</b><br>10200 |
| <b>INSURED</b><br>LIGHTHOUSE ENGINEERING<br>701 enterprise road east<br>suite 410<br>Safety Harbor, FL 34695 |                                                                                                                                                                                                                                                                                                                                              |                        |

**COVERAGES****CERTIFICATE NUMBER:****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 INSD | SUBR WVD | POLICY NUMBER  | POLICY EFF (MM/DD/YYYY) | POLICY EXP (MM/DD/YYYY) | LIMITS                                                                                                                                                                                   |
|----------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------|----------|----------------|-------------------------|-------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
|          | <b>COMMERCIAL GENERAL LIABILITY</b><br><input type="checkbox"/> CLAIMS-MADE <input type="checkbox"/> OCCUR<br><br>GEN'L AGGREGATE LIMIT APPLIES PER:<br><input type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC<br><input type="checkbox"/> OTHER: |           |          |                |                         |                         | EACH OCCURRENCE \$<br>DAMAGE TO RENTED PREMISES (Ea occurrence) \$<br>MED EXP (Any one person) \$<br>PERSONAL & ADV INJURY \$<br>GENERAL AGGREGATE \$<br>PRODUCTS - COMP/OP AGG \$<br>\$ |
|          | <b>AUTOMOBILE LIABILITY</b><br><input type="checkbox"/> ANY AUTO<br><input type="checkbox"/> ALL OWNED AUTOS<br><input type="checkbox"/> HIRED AUTOS<br><input type="checkbox"/> SCHEDULED AUTOS<br><input type="checkbox"/> NON-OWNED AUTOS                                              |           |          |                |                         |                         | COMBINED SINGLE LIMIT (Ea accident) \$<br>BODILY INJURY (Per person) \$<br>BODILY INJURY (Per accident) \$<br>PROPERTY DAMAGE (Per accident) \$<br>\$                                    |
|          | <b>UMBRELLA LIAB</b> <input type="checkbox"/> OCCUR<br><b>EXCESS LIAB</b> <input type="checkbox"/> CLAIMS-MADE<br><input type="checkbox"/> DED <input type="checkbox"/> RETENTION \$                                                                                                      |           |          |                |                         |                         | EACH OCCURRENCE \$<br>AGGREGATE \$<br>\$                                                                                                                                                 |
|          | <b>WORKERS COMPENSATION AND EMPLOYERS' LIABILITY</b><br>ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? <input type="checkbox"/> Y <input checked="" type="checkbox"/> N<br>(Mandatory in NH)<br>If yes, describe under DESCRIPTION OF OPERATIONS below                         |           | N/A      |                |                         |                         | PER STATUTE <input type="checkbox"/> OTH-ER <input type="checkbox"/><br>E.L. EACH ACCIDENT \$<br>E.L. DISEASE - EA EMPLOYEE \$<br>E.L. DISEASE - POLICY LIMIT \$                         |
| A        | Professional Liability                                                                                                                                                                                                                                                                    |           |          | P100.294.958.9 | 05/30/2025              | 05/30/2026              | Each Claim: \$ 2,000,000<br>Aggregate: \$ 2,000,000                                                                                                                                      |

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

**CERTIFICATE HOLDER****CANCELLATION**

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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## ***Florida Department of Transportation***

**RON DESANTIS**  
**GOVERNOR**

605 Suwannee Street  
Tallahassee, FL 32399-0450

**JARED W. PERDUE, P.E.**  
**SECRETARY**

September 09, 2025

Bradley Foran, President  
LIGHTHOUSE ENGINEERING INC. d/b/a LHE  
701 Enterprise Road East  
Suite 410  
Safety Harbor, FL 34695  
bforan@lighthouseenginc.com

Dear Mr. Foran:

The Florida Department of Transportation has reviewed your application for prequalification package and determined that the data submitted is adequate to technically prequalify your firm for the following professional services types of work per Rule 14-75, F.A.C.:

- 3.1 - Minor Highway Design
- 3.2 - Major Highway Design
- 3.3 - Controlled Access Highway Design
  
- 6.3.1 - Intelligent Transportation Systems Analysis and Design
- 6.3.2 - Intelligent Transportation Systems Implementation
  
- 7.1 - Signing, Pavement Marking and Channelization
- 7.2 - Lighting
- 7.3 - Signalization

Your firm is now technically prequalified with the Department for Professional Services in the above referenced work types. The overhead audit has been accepted, and your firm may pursue projects in the referenced work types with fees of any dollar amount. This status shall be valid until June 30, 2026, for contracting purposes.

### **Approved Rates**

| <b>Home Overhead</b> | <b>Facilities Capital Cost of Money (FCCM)</b> | <b>Premium Overtime</b> | <b>Home Direct Expense</b> | <b>Published Fee Schedule</b> |
|----------------------|------------------------------------------------|-------------------------|----------------------------|-------------------------------|
| 77.30%               | 3.838%                                         | Reimbursed              | 2.64%                      | No                            |

**Per Title 23, U.S. Code 112, there are restrictions on sharing indirect cost rates. Refer to Code for additional information.**

Should you have any questions, please feel free to contact me by email at [FDOT.PSPrequalification@dot.state.fl.us](mailto:FDOT.PSPrequalification@dot.state.fl.us).

Sincerely,

A handwritten signature in blue ink that reads "Philip Pitts". The signature is written in a cursive, flowing style.

Philip Pitts  
Professional Services Qualification Administrator  
PP/YG



[Department of State](#) / [Division of Corporations](#) / [Search Records](#) / [Search by Entity Name](#) /

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[Events](#)   **No Name History**

**Detail by Entity Name**

Florida Profit Corporation  
LIGHTHOUSE ENGINEERING INC.

Filing Information

|                  |               |
|------------------|---------------|
| Document Number  | P06000152907  |
| FEI/EIN Number   | 20-8032896    |
| Date Filed       | 12/12/2006    |
| State            | FL            |
| Status           | ACTIVE        |
| Last Event       | REINSTATEMENT |
| Event Date Filed | 05/01/2009    |

Principal Address

701 ENTERPRISE ROAD EAST  
SUITE 410  
SAFETY HARBOR, FL 34695

Changed: 03/31/2016

Mailing Address

701 ENTERPRISE ROAD EAST  
SUITE 410  
SAFETY HARBOR, FL 34695

Changed: 03/31/2016

Registered Agent Name & Address

FABRIZIO, SANDRA K, MRS.  
701 ENTERPRISE ROAD  
SUITE 410

SAFETY HARBOR, FL 34695

Name Changed: 03/07/2014

Address Changed: 03/07/2014

**Officer/Director Detail**

**Name & Address**

Title PTD

FORAN, BRADLEY S  
65 TURNSTONE DR  
SAFETY HARBOR, FL 34695

**Annual Reports**

| Report Year | Filed Date |
|-------------|------------|
| 2020        | 01/22/2020 |
| 2021        | 03/08/2021 |
| 2022        | 03/08/2022 |

**Document Images**

|                                               |                          |
|-----------------------------------------------|--------------------------|
| <a href="#">03/08/2022 -- ANNUAL REPORT</a>   | View image in PDF format |
| <a href="#">03/08/2021 -- ANNUAL REPORT</a>   | View image in PDF format |
| <a href="#">01/22/2020 -- ANNUAL REPORT</a>   | View image in PDF format |
| <a href="#">01/13/2019 -- ANNUAL REPORT</a>   | View image in PDF format |
| <a href="#">01/11/2018 -- ANNUAL REPORT</a>   | View image in PDF format |
| <a href="#">01/13/2017 -- ANNUAL REPORT</a>   | View image in PDF format |
| <a href="#">01/12/2016 -- ANNUAL REPORT</a>   | View image in PDF format |
| <a href="#">01/09/2015 -- ANNUAL REPORT</a>   | View image in PDF format |
| <a href="#">03/07/2014 -- ANNUAL REPORT</a>   | View image in PDF format |
| <a href="#">02/19/2013 -- ANNUAL REPORT</a>   | View image in PDF format |
| <a href="#">03/21/2012 -- ANNUAL REPORT</a>   | View image in PDF format |
| <a href="#">03/21/2011 -- ANNUAL REPORT</a>   | View image in PDF format |
| <a href="#">03/23/2010 -- ANNUAL REPORT</a>   | View image in PDF format |
| <a href="#">05/01/2009 -- REINSTATEMENT</a>   | View image in PDF format |
| <a href="#">08/23/2007 -- ANNUAL REPORT</a>   | View image in PDF format |
| <a href="#">12/12/2006 -- Domestic Profit</a> | View image in PDF format |



## **Equal Business Opportunity (EBO)**

Certification Program

This is to certify that in accordance with City of Tampa Ordinance 2017-28, Chapter 26.5, Equal Business Opportunity Program

**Lighthouse Engineering, Inc. DBA LHE**

is hereby certified as a

**Small Local Business Enterprise (SLBE)**

In the following specialty(ies)

**Construction-Related Services**

**The certification is valid from November 20, 2024 to January 15, 2027**

---

Updates for recertification are required prior to the expiration date listed above. If at any time changes are made in the firm that are not in concert with our eligibility requirements, you agree to report those changes to us for evaluation. The City of Tampa reserves the right to terminate this certification at anytime it determines eligibility requirements are not being met.

**Bertha M. Mitchell, Manager  
City of Tampa Equal Business Opportunity**





**Board of County Commissioners  
Economic Development Department  
Minority and Disadvantaged Business Development**

**Small Business Registration**

Lighthouse Engineering, Inc. DBA LHE

HC-1873/23

Valid from December 11, 2023 - March 2, 2026

**Approved Lines of Business:**

Engineering - Civil, Construction-Related Services

A handwritten signature in black ink, appearing to read "Theresa Kempa".

Theresa Kempa, Manager, MCA  
Minority & Small Business Enterprises Division



**PORT TAMPA BAY™**

## ***Small Business Enterprise Certification***

***Lighthouse Engineering Inc.***

***Federal ID #20-8032896***

***Services Provided: Architect-Engineer & Other Professional  
Design Services; Consulting Services***

***Valid from 04/25/2025 to 04/24/2026***

***Donna L. Casey***

***SBE & Contracts Manager***

*Please note this certificate is valid only with Port Tampa Bay.*

*It is not reciprocal with the City of Tampa or Hillsborough County and may not be reciprocal with any other local governmental agency.*

*Member since 2022*



## The City of St. Petersburg Small Business Enterprise (SBE)

*This certificate is awarded to*  
**Lighthouse Engineering, Inc. DBA LHE**

**Certification Number: 141280**

*This certificate is applicable in*  
**NIGP 925: Engineering Services, Professional NIGP 92517: Civil Engineering, The City of St. Petersburg**

*Certified: April 3, 2025*

*Expires: April 3, 2028*

Kourey Hendryx-Bell, J.D.  
Manager, Office of Supplier Diversity  
(727) 893-7226  
[Kourey.Hendryx-Bell@stpete.org](mailto:Kourey.Hendryx-Bell@stpete.org)

In accordance with the City of St. Petersburg's Small Business Enterprise Ordinance #789-G, your business is certified as a Small Business Enterprise by the City of St. Petersburg. You will need to show proof of your new Occupational License each year, as well as renew your certification with this agency every three years. If at anytime the composition of the SBE status of your firm changes, you need to complete another SBE affidavit. The City of St. Petersburg Government reserves the right to terminate or cancel this certification at anytime when it is found that the composition of the Organization has changed and no longer meets the definition established for SBE certification.



## Statement of Qualifications

### TAMPA CIVIL DESIGN

Jeremy Couch, P.E., President

[jcouch@tampacivil.com](mailto:jcouch@tampacivil.com)

(813) 920-2005 – Office

(727) 487-3497 – Cell

#### Lutz Location:

17937 Hunting Bow Circle – Ste 102

Lutz, FL 33558

#### Clearwater Location:

2841 Executive Drive – Ste 220

Clearwater, FL 33762

### PROFESSIONAL REGISTRATIONS

Tampa Civil Design, State of Florida Professional Engineering, CA #: 28971

Tampa Civil Design, State of Florida Professional Surveyor & Mapper # LB8323

Jeremy Couch, Professional Engineer, Florida, #70658

Paul Phelps, Professional Engineer, Florida, #78442

Pete Lemay, Professional Surveyor & Mapper, Florida #6017

### RELEVANT EXPERIENCE

#### Tampa Civil Design Founded November 2009 (16+ years)

#### Civil Engineering, Site Design and Permitting

Over 600 projects including site development design (commercial, Single Family & Multi Family), rezoning assistance, roadway design, MOT design, utility extensions, preparation of cost/quantity estimates, CEI, watershed updates, mining permit designs, and feasibility reports.

#### Sample Project List (2009 – Present)

- Shady Hills – 330 Unit Multi-Family Development
- Hadlock Townhomes – 106 Lot Townhome Development
- Meade Estates – 60 Lot Single Family Subdivision
- Westwood of Pasco CDD District Engineer
- Acacia Fields Interim CDD District Engineer
- Old Mill – 95 Lot Single Family Subdivision
- Davis Road Subdivision – 28 Lot Single Family Subdivision
- Ashton Oaks – 115 Lot Townhome Subdivision
- Townes at Claire Bay – 68 Lot Townhome Subdivision
- Mango Hills – 406 Lot Residential Subdivision
- Twinflowers – 189 Lot Residential Subdivision
- Ruskin Reserve South – 140 Lot Residential Subdivision
- Ruskin Reserve North - 24 Lot Townhome Subdivision
- Westwood of Pasco CDD – District Engineer
- Boger Ranch – 214 Lot Single Family Subdivision
- Handcart Townhomes – 144 Lot Townhome Subdivision
- Lake Bluetail – 120 Unit Apartment Complex
- Shettle & US 41 – 305 Unit Apartment Complex



- Timbergrove Subdivision – 164 Lot Townhome Subdivision
- Olado Apartments – 469 Unit Apartment Complex
- Gunn & Mobley Sikh Temple – 15,000 SF Sikh Temple
- Heritage Oaks Phase 1 – 80 Unit Apartment
- Westwood Townhomes – 325 Lot Townhome Subdivision
- Foxwood Farms – 32 Lot Townhome Subdivision
- Tesla Collision Center – 40,000 SF Collision Center
- Main St & US 19 Hotel – 5 Story 89 Room Hotel
- Cypress Ridge Office Park – 23 Office Building Complex
- Bay Lake – 8 Office Building Complex
- Valor Preserve – 64 Unit Multi-Family
- Bear Creek Townhomes – 162 Lot Townhome Subdivision
- Willow Reserve – 64 Lot Single Family Subdivision
- Summerall Apartments – 352 Unit Apartment Complex
- Causeway Apartments – 320 Unit Apartment Complex
- South Shore Pointe – 188 Lot Townhome Subdivision
- Darlington Townhomes – 78 Lot Townhome Subdivision
- Avalon Park West Townhomes – 64 Lot Townhome Subdivision
- Charleston at New River – 228 Unit Apartment Complex
- Mango Terrace – 104 Unit Apartment Complex
- Palm Port Apartments – 126 Unit Apartment Complex
- River Park Subdivision – 141 Lot Single Family Subdivision
- Laurel Lake – 68 Lot Townhome Subdivision
- Palmetto Pointe Apartments – 82 Unit Apartment Complex
- Eagle Ridge Apartments – 71 Unit Apartment Complex
- Palm Port Apartments – 84 Unit Apartment Complex
- Darlington Townhomes – 81 Lot Townhome Subdivision
- Willow Square – 205 Lot Townhome Subdivision with Amenity Center
- Laurel Street Hotel – 6 Story 110 Unit Hotel
- Estates at Fort King – 132 Lot Single Family Subdivision
- Williams Estates – 118 Lot Townhome Subdivision
- Keiser University – 2 Story 42,000 SF Private University
- 301 Carwash – New Carwash & 5,000 SF Retail Office
- Townhomes of Summerfield – Expert Witness
- Eagle Palms – Expert Witness
- Hidden River – Expert Witness
- HBH Eminent Domain – Expert Witness
- Habitat for Humanity – General Engineering for Hillsborough County Projects
- Williams Road Subdivision – 94 Lot Single Family Subdivision
- Lovegren Subdivision – 2 Phased 147 Lot Single Family Subdivision
- West Lake Reserve – 42 Lot Single Family Subdivision
- Symmes & Messler Subdivision – 69 Lot Single Family Subdivision
- Caloosa Materials – 330 Acre Land Excavation Site
- Sleep Inn & Suites – 4 Story 77 Unit Hotel
- Stonewood Professional Park – 10 Office Building Complex
- West Lake Reserve – 42 Lot Single Family Subdivision
- Magnolia Farms – 11 lot Single Family Subdivision
- Fabricated Products – 41,000 SF Metal Building
- Casey Cove Estates – 13 Lot Subdivision
- Hawks Landing – 51 Lot Townhome Subdivision
- Eagle Palms Phase III – 179 Lot Townhome Subdivision
- Hidden Oak Townhomes – 112 Lot Townhome Subdivision
- Brushy Creek Preserve – 72 Lot Mixed Use Subdivision
- Reserve at Lake Leclare – 63 Lot Single Family Subdivision
- Emerson Woods – 61 Lot Townhome Subdivision
- SLV Lighting – 119,000 SF Warehouse with Associated Office
- S&S Welding – 70,000 SF Industrial Building with Associated Office
- Sun City Nursing Home – 34,000 SF Nursing Home Facility

- Kelly Road Nursing Home – 37,000 SF Nursing Home Facility
- Hampton Lakes Subdivision – 25 Lot Single Family Subdivision
- Electric Supply – 30,000 SF Commercial Addition to Existing Facility
- LKQ Crystal River – 120,000 SF Warehouse Facility and Associated 8 acre paved storage yard
- LKQ Bonifay – Design of 25,000 SF Facility Expansion and 12 truck wells.
- Family Dollar Dale Mabry – 8,000 SF Family Dollar Prototype on an Urban Infill Site.
- Cottages of Hope – 6 Cottage addition to 50 acre compound
- Glen Cove – 240 Lot Multi Family Subdivision
- Lakeshore Road Subdivision – 15 Lot Single Family Subdivision
- Little Caesars – Various ground up sites
- Continuous peer review for national home builders
- Continuous expert witness projects

# **TAMPA CIVIL DESIGN**

**SITE DESIGN AND CIVIL ENGINEERING**

## **HOURLY RATES**

|                            |                        |
|----------------------------|------------------------|
| Principal Engineer:        | \$300.00/hour          |
| Project Manager:           | \$200.00/hour          |
| Professional Engineer:     | \$200.00/ hour         |
| Land Use Planner:          | \$160.00/hour          |
| Project Engineer:          | \$160.00/hour          |
| Professional Surveyor:     | \$135.00/hour          |
| CAD Technician:            | \$100.00/hour          |
| Two Man Field Survey Crew: | \$750/half day minimum |
|                            | \$1,500 day            |
| Construction Observer:     | \$120.00/hour          |
| Clerical:                  | \$90.00/hour           |

## **Tab 5**

## **Landscape and Irrigation Maintenance Services Agreement**

This Landscape and Irrigation Maintenance Services Agreement (this “**Agreement**”) is entered into as of September 15, 2025, between the **Acacia Fields Community Development District**, a special purpose unit of local government organized under Chapter 190, Florida Statutes (the “**District**”) and **Steadfast Contractors Alliance, LLC**, a Florida limited liability company (the “**Contractor**”).

### **Background Information:**

The District owns, operates, and maintains certain landscaping and irrigation within and around the District. The District desires to hire a contractor for the ongoing maintenance of same landscaping and irrigation. The Contractor is familiar with the District property. In consideration of the Contractor’s agreement to perform the services described below and the District’s agreement to compensate the Contractor, the parties desire to enter into this Agreement.

### **Operative Provisions:**

1. **Incorporation of Background Information.** The background information stated above is true and correct and by this reference is incorporated by reference as a material part of this Agreement.
2. **Contractor’s Representations.** In order to induce the District to enter into this Agreement, Contractor makes the following representations, upon which the District has actually and justifiably relied:
  - a. That Contractor has examined and carefully studied the project site, and that Contractor has the experience, expertise and resources to perform all required work.
  - b. That Contractor has visited the site and at least a fair representative sample of the project area and become familiar with and is satisfied as to the general, local, and site conditions that may affect cost, progress, performance or furnishing of the work to be performed pursuant to this Agreement.
  - c. The Contractor agrees to be responsible for the care, health, maintenance, and replacement, if necessary, of the existing landscaping, in its current condition, and on an “as is” basis.
  - d. The Contractor shall be strictly liable for the decline or death of any plant material due to the negligence of the Contractor, and in no event shall Contractor be responsible for fire, cold, storm or wind damage, incurable or uncontrollable diseases, or damage due to vandalism, upon written notice to the District.
  - e. No changes to the compensation set forth in this Agreement shall be made based on any claim that the existing landscaping was not in good condition or that the site was unsuitable for such landscaping.
  - f. That Contractor is familiar with and can and shall comply with all federal, state, and local laws and regulations that may affect cost, progress, performance, and furnishing of the work to be performed pursuant to this Agreement.
3. **Description of Work.**
  - a. The work to be performed shall include all labor, material, equipment, supervision, and transportation necessary to perform the services as described in the Scope of Work attached hereto as **Exhibit “A”** (the “**Work**”).
  - b. A map of the areas to be maintained is attached at the end of Exhibit A. The Contractor agrees that the map is the District’s best estimate of the District’s landscape needs, but that other areas may also include landscaping that requires maintenance.
  - c. Notwithstanding any other provision of this Agreement, the District reserves the right in its discretion to remove from this Agreement any portion of the Work and to separately contract for such services. In the event that the District contracts with a third party to install certain landscaping or to otherwise perform services that might otherwise constitute a portion of the

Work, Contractor agrees that it will continue to perform all other services comprising the Work, including any future services that apply to the landscaping installed by the third party or to the areas where services were performed by the third party. Contractor shall in no way be responsible for the landscape installation performed by any such third party hired by the District.

- d. The Contractor agrees that the District shall not be liable for the payment of any work or services unless the District, through an authorized representative of the District, authorized the Contractor, in writing, to perform such work.

**4. Emergency Services.** In the event of an emergency, hurricane, or disaster, Contractor shall provide the District the following services:

- a. Debris removal services shall be available on a timely basis and at a reasonable price. Prior to mobilization for debris removal activities, Contractor shall provide District, in writing, hourly rates for personnel, and equipment. Unreasonable rates will be rejected. All overhead costs are inclusive in the hourly rates.
- b. Hourly rates for equipment applies only when equipment is operating and includes all associated costs such as operator, fuel, maintenance, and repair.
- c. Personnel and equipment hourly rates include only those hours that Contractor's personnel are performing the debris removal activities. Stand-by time is not an eligible expense.
- d. Disaster Recovery Assistance Services shall not exceed a total of 70 hours worked for each emergency/disaster.
- e. Contractor shall maintain and supply District all the necessary and adequate documentation on all emergency/disaster-related services to support reimbursement by other local, state, or federal agencies.
- f. District reserves the right to immediately terminate all Disaster Recovery Assistance activities under this Agreement for any reason. District will not be held responsible for any loss incurred by Contractor as a result of District's election to terminate these activities pursuant to this paragraph.

**5. Manner of Performance.**

- a. While performing the Work, the Contractor shall assign such experienced staff as may be required, and such staff shall be responsible for coordinating, expediting, and controlling all aspects to assure completion of the Work in accordance with the specifications.
- b. All Work shall be performed in a neat and professional manner reasonably acceptable to the District and shall be of the very highest quality at least in accordance with industry standards and best management practices, such as IFAS.
- c. The performance of all services by the Contractor under this Agreement and related to this Agreement shall conform to any written instructions issued by the District.
- d. The Contractor shall assign the same work personnel and supervisors to the District to maintain the property in a consistent manner by workers that are familiar with the property and procedures expected.
- e. Should any work and/or services be required which are not specified in this Agreement or any addenda, but which are nevertheless necessary for the proper provision of services to the District, such work or services shall be fully performed by the Contractor as if described and delineated in this Agreement at no additional cost to the District.
- f. Contractor shall use due care to protect the property of the District, its residents, and landowners from damage. Contractor agrees to repair, at its sole cost, any damage resulting from the Work within 24 hours of the damage occurring or receiving written notice, whichever is earlier to the satisfaction of the District.
- g. Contractor is responsible for vehicular safety within the community and shall use the proper warning safety equipment. Any motorized equipment used on the road ways of the community must be legally equipped.
- h. Contractor shall replace, at Contractor's expense, all plant material that, in the opinion of the



District fails to maintain a healthy, vigorous condition as a result of the Contractor's failure to perform the Work specified herein.

- i. It is the responsibility of the Contractor to notify the District in writing of any conditions beyond the control of the Contractor or scope of Work that may result in the damage and/or loss of plant material. This responsibility includes but is not limited to the following: vandalism and/or other abuse of property, areas of the site that continually hold water, areas of the site that are consistently too dry. Contractor shall provide such items via written notice together with recommended solutions and related costs. Failure of the Contractor to report such items shall result in the Contractor incurring full responsibility and cost for repairs necessary.
- j. In the event that time is lost due to heavy rains ("**Rain Days**"), the Contractor agrees to reschedule its employees and divide their time accordingly to complete all scheduled services during the same week as any Rain Days. The Contractor shall provide services on Saturdays if needed to make up Rain Days with prior notification to and approval by, the District's representative.
- k. The District shall be contacted at least 48 hours ahead of time when services cannot be performed by Contractor on schedule and an alternate time shall be scheduled in accordance with the District's rules and regulations for operations of contractors on site. The District may at any time request alterations to the general maintenance service timing provided that the Contractor may accomplish the request without incurring additional expense for equipment, materials, or labor.

6. **Time of Commencement.** The work to be performed under this Agreement has already commenced.

7. **Term and Renewal.** The initial term of this Agreement shall be for one (1) year from the date of this Agreement. At the end of the initial term, the Agreement shall automatically renew for subsequent one-year terms pursuant to the compensation as stated herein and with the same contract provisions as the initial term, until terminated by either party pursuant to the termination provision below.

8. **Request for Proposals.** It is understood that at the conclusion of the warranty period for the full installation of landscaping within the District, the District will go through a formal Request for Proposals ("RFP") for Landscape and Irrigation Maintenance Services for the District. The Contractor will be able to formally bid during this RFP process.

9. **Termination.**

- a. Contractor's Termination. Contractor may terminate this Agreement with 90 days' written notice with or without cause.
- b. District's Termination. The District may, in its sole and absolute discretion, whether or not reasonable, on 30 days' written notice to Contractor, terminate this Agreement at its convenience, with or without cause, and without prejudice to any other remedy it may have.
- c. On a default by Contractor, the District may elect not to terminate this Agreement, and in such event it may make good the deficiency in which the default consists, and deduct the costs from the payment then or to become due to Contractor under this Agreement. The District specifically reserves all rights available under the law or equity should there be a default by Contractor which shall include, but not be limited to, the right of damages, injunctive relief and specific performance.

10. **District Representatives and Inspections.**

- a. The District hereby designates the District Manager, other representatives of the District Manager's office, and the District's Landscape Specialist to act as the District's representatives. The District's representatives shall have complete authority to transmit instructions, receive information, interpret and define the District's policies and decisions with respect to materials, equipment, elements, and systems pertinent to the Work.

- b. The Contractor agrees to meet with a District representative no less than one (1) time per month to walk the property to discuss conditions, schedules, and items of concern regarding this Agreement. At that time, the District will compile a list of landscape related items that should be performed before the next walk through.
- c. The District will be responsible for scheduling the monthly inspections. The District must have no less than 14 days' notice if there is a need to reschedule.
- d. All scheduled inspections will proceed with or without the attendance of the Contractor. Notwithstanding, Contractor is responsible for a weekly inspection of the entire property subject to the Work.
- e. If the District representatives identify any deficient areas, the District representatives shall notify the Contractor through a written report or otherwise. The Contractor shall then within the time period specified by the District representatives, or if no time is specified within 48 hours, explain in writing what actions shall be taken to remedy the deficiencies. Upon approval by the District, the Contractor shall take such actions as are necessary to address the deficiencies within the time period specified by the District, or if no time is specified by the District, then within 5 business days and prior to submitting any invoices to the District.

**11. Additional Work.** If the District should desire additional work or services or to add additional lands to be maintained, the Contractor will perform such work or services pursuant to the pricing included in the Proposal. If such work or services are not included in the Proposal, then Contractor agrees to negotiate in good faith to undertake such additional work or services. The parties shall agree in writing to a work order authorization, addendum, addenda, or change order to this Agreement. Any additional work shall be subject to the terms of this Agreement.

**12. Compensation**

- a. Contract Totals are as follows:
  - i. General Maintenance Services = \$3,933.00 per Month
  - ii. Irrigation Inspections = N/A
  - iii. Fertilization Plan = N/A
  - iv. **Total Price Per Month = \$3,933.00**
  - v. Total Price Per Year = \$47,200
- b. As compensation for any additional work authorized in writing by the District, the District agrees to pay Contractor the agreed upon sum after such services are rendered.
- c. Contractor shall invoice the District monthly for the percentage of services provided during the previous month. The format of the invoice and backup documentation shall strictly adhere to the requirements established by the District and at a minimum shall include the District's name, the Contractor's name, the invoice date, an invoice number, an itemized listing of all costs billed on the invoice with a description of each service, the time frame within which the services were provided, and the address or bank information to which payment is to be remitted.
- d. The District shall provide payment within 30 days of receipt of invoices, unless such invoice is disputed as described below, in accordance with Florida's Prompt Payment Act, Section 218.70, Florida Statutes.
- e. If the District disputes or questions any part or all of an invoice, the District shall advise Contractor in writing of such questions or disputes within 10 days of the District's receipt of such invoice.
- f. In the event of any dispute regarding the Work performed to date and so long as the District is pursuing resolution of such dispute in an expeditious manner, Contractor, including any of Contractor's subcontractor(s) or agent(s) responsible for the Work, shall continue to carry on performance of the Work and maintain their progress during any such dispute, lawsuit or other proceeding to resolve the dispute, and District shall continue to make payments of undisputed amounts to Contractor in accordance with this Agreement.
- g. The District may require, as a condition precedent to making any payment to the Contractor

that all subcontractors, material men, suppliers or laborers be paid and require evidence, in the form of lien releases or partial waivers of lien, to be submitted to the District by those subcontractors, material men, suppliers, or laborers, and further require that the Contractor provide an affidavit relating to the payment of said indebtedness. Further, the District shall have the right to require, as a condition precedent to making any payment, evidence from the Contractor, in a form satisfactory to the District, that any indebtedness of the Contractor, as to services to the District, has been paid and that the Contractor has met all of the obligations with regard to the withholding and payment of taxes, Social Security payments, Workmen's Compensation, Unemployment Compensation contributions, and similar payroll deductions from the wages of employees.

**13. Duties and Rights of Contractor.** Contractor's duties and rights are as follows:

- a. Responsibility for and Supervision of the Work: Contractor shall be solely responsible for all work specified in this Agreement, including the techniques, sequences, procedures, means, and coordination for all work. Contractor shall supervise and direct the work to the best of its ability, giving all attention necessary for such proper supervision and direction.
- b. Discipline, Employment, Uniforms: Contractor shall maintain at all times strict discipline among its employees and shall not employ for work on the project any person unfit or without sufficient skills to perform the job for which such person is employed. All laborers and foremen of the Contractor shall perform all Work on the premises in a uniform to be designed by the Contractor. The shirt and pants shall be matching and consistent. At the start of each day, the uniform shall be reasonably clean and neat. No shirtless attire, no torn or tattered attire or slang graphic T-shirts are permitted. No smoking in or around the buildings will be permitted. Rudeness or discourteous acts by Contractor employees will not be tolerated. No Contractor solicitation of any kind is permitted on property.
- c. Furnishing of Labor, Materials/Liens and Claims: Contractor shall provide and pay for all labor, materials, and equipment, including tools, equipment and machinery, utilities, including water, transportation, and all other facilities and services necessary for the proper completion of work in accordance with this Agreement. Contractor waives the right to file mechanic's and construction liens. The Contractor shall keep the District's property free from any material men's or mechanic's liens and claims or notices in respect to such liens and claims, which arise by reason of the Contractor's performance under this Agreement, and the Contractor shall immediately discharge any such claim or lien. In the event that the Contractor does not pay or satisfy such claim or lien within 3 business days after the filing of notice thereof, the District, in addition to any and all other remedies available under this Agreement, may terminate this Agreement to be effective immediately upon the giving of notice of termination.
- d. Payment of Taxes, Procurement of Licenses and Permits, Compliance with Governmental Regulations: Contractor shall pay all taxes required by law in connection with the Work, including sales, use, and similar taxes, and shall secure all licenses and permits necessary for proper completion of the Work, paying the fees therefore and ascertaining that the permits meet all requirements of applicable federal, state and county laws or requirements. The Contractor shall keep, observe, and perform all requirements of applicable local, State, and Federal laws, rules, regulations, or ordinances, including conservation easements applicable to the District. If the Contractor fails to notify the District in writing within 5 days of the receipt of any notice, order, required to comply notice, or a report of a violation or an alleged violation, made by any local, State, or Federal governmental body or agency or subdivision thereof with respect to the services being rendered under this Agreement or any action of the Contractor or any of its agents, servants, employees, or material men, or with respect to terms, wages, hours, conditions of employment, safety appliances, or any other requirements applicable to provision of services, or fails to comply with any requirement of such agency within 5 days after receipt of any such notice, order, request to comply notice, or report of a violation or an alleged violation, the District may terminate this Agreement, such termination to be effective immediately upon the giving of notice of termination.

- e. Responsibility for Negligence of Employees and Subcontractors: Contractor shall be fully responsible for all acts or omissions of its employees on the project, its subcontractors and their employees, and other persons doing work under any request of Contractor.
- f. Safety Precautions and Programs: Contractor shall provide for and oversee all safety orders, precautions, and programs necessary for reasonable safety of the Work. Contractor shall maintain an adequate safety program to ensure the safety of employees and any other individuals working under this Agreement. Contractor shall comply with all OSHA standards. Contractor shall take precautions at all times to protect any persons and property affected by Contractor's work, utilizing safety equipment such as bright vests and traffic cones.
- g. The Contractor has a duty to provide the District a monthly maintenance report, in a form acceptable to the District, that highlights any significant work done in the previous month, issues they encountered (including all prior work and history if a problem keeps occurring at the same location), and an update on any work on outstanding issues. This report must also include information and pictures of any issues with the irrigation system.
- h. Environmental Activities. The Contractor agrees to use best management practices, consistent with industry standards, with respect to the storage, handling and use of chemicals (e.g., fertilizers, pesticides, etc.) and fuels. The Contractor shall keep all equipment clean (e.g., chemical sprayers) and properly dispose of waste. Further, the Contractor shall immediately notify the District of any chemical or fuel spills. The Contractor shall be responsible for any environmental cleanup, replacement of any turf or plants harmed from chemical burns, and correcting any other harm resulting from the Work to be performed by Contractor.

#### **14. Indemnification.**

- a. The Contractor does hereby indemnify and hold the District, its officers, agents and employees, harmless from liabilities, damages, losses and costs (including but not limited to reasonable attorney's fees) arising in any manner whatsoever from or out of Contractor's presence at the District for any purpose, including but not limited to performing the Work. The foregoing indemnification includes agreement by the Contractor to indemnify the District for conduct to the extent caused by the negligence, recklessness or intentional wrongful misconduct of the Contractor and persons or entities employed or utilized by the Contractor in the performance of this Agreement.
- b. *It is understood and agreed that this Agreement is not a construction contract as that term is referenced in Section 725.06, Florida Statutes, (as amended) and that said statutory provision does not govern, restrict or control this Agreement.*
- c. In any and all claims against the District or any of its agents or employees by any employee of the Contractor, any subcontractor, anyone directly or indirectly employed by any of them, or anyone for whose acts any of them may be liable, the indemnification obligation under this Agreement shall not be limited in any way as to the amount of damages, compensation or benefits payable by or for the Contractor or any subcontractor under Workmen's compensation acts, disability benefit acts, or other employee benefit acts.
- d. The Contractor shall and does hereby indemnify and hold the District and anyone directly or indirectly employed by it harmless from and against all claims, suits, demands, damages, losses, and expenses (including attorney's fees) arising out of any infringement of patent or copyrights held by others and shall defend all such claims in connection with any alleged infringement of such rights.

**15. Limitations on Governmental Liability.** Contractor agrees that nothing herein will constitute or be construed as a waiver of the Districts limitations on liability contained in section 768.28, Florida Statutes, or other statute or law. Any subcontractor retained by the Contractor will acknowledge the same in writing.

#### **16. Insurance.**

- a. Before performing any Work, Contractor shall procure and maintain, during the life of the

Agreement, unless otherwise specified, insurance listed below. The policies of insurance shall be primary and written on forms acceptable to the District and placed with insurance carriers approved and licensed by the Insurance Department in the State of Florida and meet a minimum financial AM Best Company rating of no less than "A- Excellent: FSC VII." No changes are to be made to these specifications without prior written specific approval by the District.

- i. Workers' Compensation: Contractor will provide Workers' Compensation insurance on behalf of all employees who are to provide a service under this Agreement, as required under applicable Florida Statutes and Employer's Liability with limits of not less than \$100,000.00 per employee per accident, \$500,000.00 disease aggregate, and \$100,000.00 per employee per disease. In the event the Contractor has "leased" employees, the Contractor or the employee leasing company must provide evidence of a Minimum Premium Workers' Compensation policy, along with a Waiver of Subrogation in favor of the District. All documentation must be provided to the District at the address listed below. No contractor or subcontractor operating under a worker's compensation exemption shall access or work on the site.
  - ii. Commercial General Liability: Commercial General Liability including but not limited to bodily injury, property damage, contractual, products and completed operations, and personal injury with limits of not less than \$2,000,000.00 per occurrence, \$2,000,000.00 aggregate covering all work performed under this Agreement.
  - iii. Automobile Liability: Including bodily injury and property damage, including all vehicles owned, leased, hired and non-owned vehicles with limits of not less than \$1,000,000.00 combined single limit covering all work performed under this Agreement.
  - iv. Umbrella Liability: With limits of not less than \$1,000,000.00 per occurrence covering all work performed under this Agreement.
- b. Each insurance policy required by this Agreement shall:
- i. Apply separately to each insured against whom claim is made and suit is brought, except with respect to limits of the insurer's liability.
  - ii. Be endorsed to state that coverage shall not be suspended, voided, or canceled by either party except after 30 calendar days prior written notice, has been given to the District.
  - iii. Be written to reflect that the aggregate limit will apply on a per claim basis.
- c. The District shall retain the right to review, at any time, coverage, form, and amount of insurance.
- d. The procuring of required policies of insurance shall not be construed to limit Contractor's liability or to fulfill the indemnification provisions and requirements of this Agreement.
- e. The Contractor shall be solely responsible for payment of all premiums for insurance contributing to the satisfaction of this Agreement and shall be solely responsible for the payment of all deductibles and retentions to which such policies are subject, whether or not the District is an insured under the policy.
- f. Certificates of insurance evidencing coverage and compliance with the conditions to this Agreement, and copies of all endorsements are to be furnished to the District prior to commencement of Work, and a minimum of 10 calendar days after the expiration of the insurance contract when applicable. All insurance certificates shall be received by the District before the Contractor shall commence or continue work.
- g. Notices of accidents (occurrences) and notices of claims associated with work being performed under this Agreement shall be provided to the Contractor's insurance company and to the District as soon as practicable after notice to the insured.
- h. Insurance requirements itemized in this Agreement and required of the Contractor shall be provided on behalf of all subcontractors to cover their operations performed under this Agreement. The Contractor shall be held responsible for any modifications, deviations, or omissions in these insurance requirements as they apply to subcontractors.

- i. All policies required by this Agreement, with the exception of Workers' Compensation, or unless specific approval is given by the District, are to be written on an occurrence basis, shall name the District, its supervisors, officers, agents, employees and volunteers as additional insured as their interest may appear under this Agreement. Insurer(s), with the exception of Workers' Compensation on non-leased employees, shall agree to waive all rights of subrogation against the district, its supervisors, officers, agents, employees or volunteers.

**17. Subcontractors.** The Contractor shall not award any of the Work to any subcontractor without prior written approval of the District. The Contractor shall be as fully responsible to the District for the acts and omissions of its subcontractors, and of persons either directly or indirectly employed by them, as the Contractor is for the acts and omissions of persons directly employed by the Contractor. Nothing contained herein shall create contractual relations between any subcontractor and the District.

**18. Relationship Between the Parties.** It is understood that the Contractor is an independent contractor and shall perform the services contemplated under this Agreement. As an independent contractor, nothing in this Agreement shall be deemed to create a partnership, joint venture, or employer-employee relationship between the Contractor and the District. The Contractor shall not have the right to make any contract or commitments for, or on behalf of, the District without the prior written approval of the District. The Contractor assumes full responsibility for the payment and reporting of all local, state, and federal taxes and other contributions imposed or required of the Contractor during the performance of services to the District.

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

**20. E-Verification.** Pursuant to Section 448.095(2), Florida Statutes,

- a. Contractor represents that Contractor is eligible to contract with the District and is currently in compliance and will remain in compliance, for as long as it has any obligations under this Agreement, with all requirements of the above statute; this includes, but is not limited to, registering with and using the United States Department of Homeland Security's E-Verify system to verify the work authorization status of all employees hired on or after January 1, 2021.
- b. If the District has a good faith belief that the Contractor has knowingly violated Section 448.09(1), Florida Statutes, the District will terminate this Agreement as required by Section 448.095(2)(c), Florida Statutes.
- c. If the District has a good faith belief that a subcontractor knowingly violated Section 448.09(1), Florida Statutes, but the Contractor otherwise complied with its obligations thereunder, the District shall promptly notify the Contractor and the Contractor will immediately terminate its contract with the subcontractor.

**21. Public Entity Crimes.** Pursuant to Section 287.133(3)(a), Florida Statutes:

A person or affiliate who has been placed on the convicted vendor list following a conviction for a public entity crime may not submit a bid, proposal, or reply on a contract to provide any goods or services to a public entity; may not submit



a bid, proposal, or reply on a contract with a public entity for the construction or repair of a public building or public work; may not submit bids, proposals, or replies on leases of real property to a public entity; may not be awarded or perform work as a contractor, supplier, subcontractor, or consultant under a contract with any public entity; and may not transact business with any public entity in excess of the threshold amount provided in s. 287.017 for CATEGORY TWO for a period of 36 months following the date of being placed on the convicted vendor list.

Contractor represents that in entering into this Agreement, the Contractor has not been placed on the convicted vendor list within the last 36 months and, in the event that the Contractor is placed on the convicted vendor list, the Contractor shall immediately notify the District whereupon this Agreement may be terminated by the District.

**22. Scrutinized Companies.** Pursuant to Section 287.135, Florida Statutes, Contractor represents that in entering into this Agreement, the Contractor has not been designated as a “scrutinized company” under the statute and, in the event that the Contractor is designated as a “scrutinized company”, the Contractor shall immediately notify the District whereupon this Agreement may be terminated by the District.

**23. Public Records.** As required under Section 119.0701, Florida Statutes, Contractor shall (a) keep and maintain public records required by the District in order to perform the service, (b) upon request from the District’s custodian of public records, provide the District with a copy of the requested records or allow the records to be inspected or copied within a reasonable time at a cost that does not exceed the cost provided by law, (c) ensure that public records that are exempt or confidential and exempt from public records disclosure requirements are not disclosed except as authorized by law for the duration of this Agreement term and following completion of this Agreement if the Contractor does not transfer the records to District, (d) meet all requirements for retaining public records and transfer, at no cost, to the District all public records in possession of the Contractor upon termination of this Agreement and destroy any duplicate public records that are exempt or confidential and exempt from public records disclosure requirements. All records stored electronically must be provided to the District in a format that is compatible with the information technology systems of the District.

**IF THE CONTRACTOR HAS QUESTIONS REGARDING THE APPLICATION OF CHAPTER 119, FLORIDA STATUTES, TO THE CONTRACTOR’S DUTY TO PROVIDE PUBLIC RECORDS RELATING TO THIS AGREEMENT, CONTACT THE CUSTODIAN OF PUBLIC RECORDS AT (813) 933-5571, BY EMAIL AT [INFO@RIZZETTA.COM](mailto:INFO@RIZZETTA.COM), OR BY REGULAR MAIL AT 3434 COLWELL AVENUE, SUITE 200, TAMPA, FL 33614.**

**24. Anti-Human Trafficking.** Pursuant to Section 787.06, Florida Statutes, Contractor represents that in entering into this Agreement, the Contractor does not use coercion for labor or services as defined in the statute. The Contractor is required to provide an affidavit, signed by an officer or a representative of the Contractor with this representation, addressed to the District, as required by Section 787.06(13), Florida Statutes.

**25. Waivers.** The failure of any party hereto to enforce any provision of this Agreement shall not be construed to be a waiver of such or any other provision, nor in any way to affect the validity of all or any part of this Agreement or the right of such party thereafter to enforce each and every such provision. No waiver of any breach of this Agreement shall be held to constitute a waiver of any

other or subsequent breach.

26. **Controlling Law and Venue.** This Agreement shall be governed under the laws of the State of Florida with venue in the county in which the District is located.
27. **Enforcement of Agreement.** In the event it shall become necessary for either party to institute legal proceedings in order to enforce the terms of this Agreement, the prevailing party shall be entitled to all costs, including reasonable attorney's fees at both trial and appellate levels against the non-prevailing party.
28. **Severability.** If any provision of this Agreement is held invalid or unenforceable, the remainder of this Agreement shall remain in full force and effect.
29. **Amendment.** This Agreement may not be altered, changed or amended, except by an instrument in writing, signed by both parties hereto.
30. **Assignment.** This Agreement is not transferrable or assignable by either party without the written approval of both parties. In the event that the Contractor is purchased by, acquired by, or merges with another company, the new company must request the District's written consent to the company's assumption of this Agreement.
31. **Arm's Length Transaction.** This Agreement has been negotiated fully between the District and the Contractor as an arm's length transaction. In the case of a dispute concerning the interpretation of any provision of this Agreement, the parties are each deemed to have drafted, chosen, and selected the language, and any doubtful language will not be interpreted or construed against any party.
32. **Counterparts.** This Agreement may be executed in any number of counterparts, each of which when executed and delivered shall be an original; however, all such counterparts together shall constitute, but one and the same instrument.
33. **Authorization.** The execution of this Agreement has been duly authorized by the District and the Contractor, both the District and the Contractor have complied with all the requirements of law, and both the District and the Contractor have full power and authority to comply with the terms and provisions of this Agreement.
34. **Notices.** Whenever any party desires to give notice to the other parties, it must be given by written notice, sent by email, certified United States mail with return receipt requested, or a nationally recognized express transportation company to the addresses below. In the event that any party undergoes a change in address or contact information, notification to the other parties shall be made.

**To the District:**

c/o Rizzetta  
3434 Colwell Ave., Ste. 200  
Tampa, FL 33614  
Attn: Scott Brizendine  
[sbrizendine@rizzetta.com](mailto:sbrizendine@rizzetta.com)

**To the Contractor:**

Steadfast Contractors Alliance, LLC  
30349 Commerce Dr., Unit 102  
San Antonio, FL 33576  
Attn: Donna Rinaldo, Branch Office Manager  
[drinaldo@steadfastalliance.com](mailto:drinaldo@steadfastalliance.com)  
[maint@steadfastalliance.com](mailto:maint@steadfastalliance.com)

35. **Entire Agreement.** This Agreement contains the entire agreement and neither party is to rely upon any oral representations made by the other party. This Agreement shall supersede and subsume any prior agreements. To the extent that any provisions of this Agreement conflict with the provisions in any exhibit, the provisions in this Agreement shall control over provisions in any exhibit.

**IN WITNESS WHEREOF**, the parties hereto have signed and sealed this Agreement on the day and year first written above.

**Steadfast Contractors Alliance, LLC**

**Acacia Fields  
Community Development District**

\_\_\_\_\_  
Name: \_\_\_\_\_  
Title: \_\_\_\_\_

\_\_\_\_\_  
Name: Kelly Evans  
Title: Chair of the Board of Supervisors

*Exhibit A: Scope of Work*

STATE OF FLORIDA  
COUNTY OF \_\_\_\_\_

**Affidavit for Anti-Human Trafficking**  
Section 787.06(13), Florida Statutes

THIS FORM MUST BE SIGNED IN THE PRESENCE OF A NOTARY PUBLIC OR OTHER OFFICIAL AUTHORIZED TO ADMINISTER OATHS.

Before me the undersigned authority personally appeared \_\_\_\_\_, who being duly sworn, deposes and says (the “**Affiant**”):

1. Affiant is over 18 years of age and has personal knowledge of the facts and certifications set forth herein.
2. Affiant is the \_\_\_\_\_ (Title) of \_\_\_\_\_ (the “**Company**”) and as such is authorized to make this Affidavit for and on behalf of the Company, its directors and officers.
3. Company does not use coercion for labor or services as defined in Section 787.06, Florida Statutes.
4. Company intends to execute, renew, or extend a contract between Company and the Acacia Fields Community Development District.
5. This declaration is made pursuant to section 92.525(1)(c), Florida Statutes. I understand that making a false statement in this declaration may subject me to criminal penalties.

I state that I and the Company understand and acknowledge that the above representations are material and important, and will be relied on by the above referenced CDD to which this affidavit is submitted. I and the Company understand that any misstatement in this affidavit is, and shall be treated as, fraudulent concealment from the CDD of the true facts.

Under penalties of perjury, I declare that I have read the foregoing Affidavit for Anti-Human Trafficking and that the facts stated in it are true.

\_\_\_\_\_  
Signature of Affiant

Sworn before me on \_\_\_\_\_, 2025

\_\_\_\_\_  
Notary Public Signature

\_\_\_\_\_  
Notary Stamp



# Landscape Maintenance Proposal

## Acacia Fields Community Development District

August, 2025  
Acacia Fields Community Development District  
Rizzetta  
3434 Colwell Avenue, Suite 200  
Tampa, FL 33614  
**Attn: Scott Brizendine**

### Landscape Maintenance Program Service Area

| SERVICE                      | PRICE PER MONTH | PRICE PER YEAR |
|------------------------------|-----------------|----------------|
| General Maintenance Services | \$3933.00       | \$47,200.00    |
| Irrigation Inspections       | N/A             | N/A            |
| Fertilization Plan           | N/A             | N/A            |
| <b>Total</b>                 | <b>\$0.00</b>   | <b>\$0.00</b>  |

### Additional Services *Estimate for service(s) available upon request.*

| Service                              | Estimated # of Units | Price per Unit Installed |
|--------------------------------------|----------------------|--------------------------|
| Mulch                                | TBD                  | \$60.00 per yard*        |
| Annuals                              | TBD                  | \$2.75 per 4" plant*     |
| Tree Trimming (above 10')            | TBD                  | \$TBD                    |
| Top Choice (annual fire ant program) | TBD                  | \$TBD                    |

\*Estimated price for additional services subject to change due to fluctuations in cost of goods sold.

### Landscape Maintenance Program

1. **Mowing:** Rotary lawn mowers will be used with sufficient horsepower to leave a neat, clean, and uncluttered appearance 42 times per calendar year depending on growing season and conditions. It is anticipated that mowing services shall be provided weekly during the growing season, April through October, and every other week during the non-growing season or as needed



# Landscape Maintenance Proposal

Steadfast  
Maintenance Division  
30435 Commerce Drive, Suite 102  
San Antonio, FL 33576  
844-347-0702  
maint@steadfastalliance.com

November through March. Lake banks and retention areas will be mowed to the water's edge. Retention areas too wet for mowing will be mowed once ground is firm enough for normal safe operation.

2. **Turf Trimming:** Turf areas inaccessible to mowers, areas adjacent to buildings, trees, fences, etc. will be controlled by weed eaters. When weed eating, a continuous cutting height will be maintained to prevent scalping.
3. **Edging:** All turf edges of walks, curbs, and driveways shall be performed every mowing. A soft edge of all bed areas will be performed every other mowing; power edging will be used for this purpose. Weed eater may be used only in areas not accessible to power edger.
4. **Pruning:** Tree Management Program – All Hardwood trees to be pruned for safety clearance of eye level branches up to 8' eight feet monthly (12 times per year). All palms to be pruned up to 12' twelve feet for low hanging fronds or seedpods monthly (12 times per year). Palms and Hardwoods to be pruned with a pole saw from a flat-footed, on the ground. Trees located within a right-of-way ("R/W") shall be maintained as detailed on each "R/W" planting plan. Trees located within the "R/W" shall be maintained as such that fronds do not fall onto the roadway and / or bike path. Pruning of Sabal Palms is not included within this maintenance contract. Tree pruning within the maintenance specification does not provide for ladder work or structural pruning of any kind. Tree pruning services may be provided for an additional charge.
5. **Pest Control and Fertilization:** Fertilization of St Augustine and Bermuda Turf shall be performed six (6) times per year. Shrubs and ground covers will be inspected four (4) times per year and fertilized at rates designed to address site-specific nutritional needs. Trees will be fertilized two (2) times per year at rates designed to address site-specific nutritional needs. All landscape beds shall be monitored and treated with appropriate pesticides as needed throughout the year. We employ an IPM (Integrated Pest Management) program, which calls for chemicals to be used only as needed. Any infestations will be treated on an as needed basis. Plants will be monitored, and issues addressed as necessary to effectively control insect infestations and disease as environmental, horticultural, and weather conditions permit.
6. **Irrigation:** Irrigation System Inspection: Throughout the contract, all irrigation zones throughout the turf areas and planting beds shall be inspected once a month to ensure proper operation. Repairs will be made on a time and materials basis. Contractor is not responsible for turf or plant loss due to water restrictions.
7. **Weeding:** Weeds will be removed from all plants, tree, and flower beds once a month during the non-growing season and twice a month during the growing season (18x per year) or as necessary to keep beds weed free. Manual (hand pulling) and chemical (herbicides) will be used as control methods.
8. **Clean-Up:** All non-turf areas will be cleaned with a backpack or street blower. All trash shall be picked up throughout the common areas before each mowing. Trash shall be disposed of offsite.

## Service Area

Area outlined in green





## **Tab 6**



Rizzetta & Company

## UPCOMING DATES TO REMEMBER

- **Next Meeting:** November 11, 2025 @ 9am

# District Manager's Report

October 14

# 2025

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### FINANCIAL SUMMARY

8/31/2025

General Fund Cash & Investment  
Balance:

\$255

Total Cash and Investment  
Balances:

\$255

**General Fund Expense Variance:**

**\$22,950**

**Under Budget**