

**HILLCREST PRESERVE
COMMUNITY DEVELOPMENT
DISTRICT**

SEPTEMBER 19, 2023

AGENDA PACKAGE



2005 PAN AM CIRCLE SUITE 300
TAMPA, FL 33607

Hillcrest Preserve Community Development District

Board of Supervisors

Nicholas Dister, Chair
Carlos de la Ossa, Vice-Chairman
Kelly Evans, Assistant Secretary
Thomas Spence, Assistant Secretary
Ryan Zook, Assistant Secretary

District Staff

Brian Lamb, District Secretary
Angie Grunwald, District Manager
John Vericker, District Counsel
Tonja Stewart, District Engineer

Landowner's Election, Audit Committee, Public Hearing & Regular Meeting Agenda

Tuesday, September 19, 2023, at 11:00 a.m.

The Landowner's Election, Audit Committee, Public Hearing & Regular Meetings of Hillcrest Preserve Community Development District will be held on **September 19, 2023, at 11:00 a.m. at the SpringHill Suites by Marriott Tampa Suncoast Parkway located at 16615 Crosspointe Run, Land O' Lakes, FL 34638**. For those who intend to call in below is the Zoom link information. Please let us know at least 24 hours in advance if you are planning to call into the meeting.

Zoom Meeting

<https://zoom.us/j/95709614632?pwd=WnoyY1ZlaithVkdYbUJnREs4clpIUT09>

Meeting ID: 957 0961 4632 Passcode: 450559

LANDOWNERS MEETING/ELECTION

1. CALL TO ORDER
2. APPOINTMENT OF MEETING CHAIRMAN
3. ANNOUNCEMENT OF CANDIDATES/CALL FOR NOMINATIONS
4. ELECTION OF SUPERVISORS
5. OWNERS' REQUESTS
6. ADJOURNMENT

AUDIT COMMITTEE, PUBLIC HEARING & REGULAR MEETINGS OF THE BOARD OF SUPERVISORS

1. OATH OF OFFICE
2. PUBLIC COMMENT ON AGENDA ITEMS
3. RECESS TO AUDIT COMMITTEE MEETING
4. AUDIT COMMITTEE MEETING
 - A. Call to Order/Roll Call
 - B. Appoint Chairman
 - C. Selection of Criteria for Evaluation of Proposals
 - D. Determine the Date, Time, and Location of the RFPs Required
 - i. Consider Notice of Request for Proposals for Audit Services
 - E. Consider Sending RFPs to Interested Firms
 - F. Determine the Date of the Next Committee Meeting
 - i. Audit Committee Evaluation Criteria
5. RECESS TO PUBLIC HEARING
6. PUBLIC HEARING ON LEVYING SPECIAL DEBT ASSESSMENTS
 - A. Open the Public Hearing on Levying Special Debt Assessments
 - B. Staff Presentation

District Office
Inframark
2005 Pan Am Circle
Tampa, Florida 33607

Meeting Location:
SpringHill Suites
16615 Crosspointe Run
Land O' Lakes, FL 3463

- C. Public Comment
- D. Close the Public Hearing on Levying Special Debt Assessments
- E. Consideration of Resolution 2023-34; Levying Special Debt Assessments..... Tab 01

7. RECESS TO REGULAR MEETING

8. BUSINESS ITEMS

- A. Consideration of Resolution 2023-35; Canvassing and Certifying the Results
of the Landowners Election Tab 02
- B. Consideration of Resolution 2023-36; Designating Officers Tab 03
- C. Consideration of District Engineering Services Proposals Tab 04
- D. Ratification of Developer Funding for Fiscal Year 2024 Agreement Tab 05

9. CONSENT AGENDA

- A. Approval of Minutes of the June 05, 2023, Special Organizational Meeting Tab 06
- B. Approval of Minutes of the July 18, Landowner's Meeting Tab 07
- C. Approval of Minutes of the July 18, Regular Meeting Tab 08
- D. Consideration of Operation and Maintenance Expenditures June -July Tab 09
- E. Acceptance of the Financials and Approval of the Check Register for July 31, 2023, Tab 10

10. STAFF REPORTS

- A. District Counsel
- B. District Manager
- C. District Engineer

11. BOARD MEMBERS COMMENTS

12. PUBLIC COMMENTS

13. ADJOURNMENT *(Each individual has the opportunity to comment and is limited to three (3) minutes for such comment)*

*The next regularly scheduled meeting is October 17, 2023, at 11:00 a.m.

**AUDITOR SELECTION
EVALUATION CRITERIA (PRICE FACTORED IN)**

1. Ability of Personnel

(20 points)

(E.g., geographic locations of the firm's headquarters or permanent office in relation to the project, capabilities and experience of key personnel, present ability to manage this project, evaluation of existing work load, proposed staffing levels, etc.)

2. Proposer's Experience

(20 points)

(E.g. past record and experience of the Proposer in similar projects; volume of work previously performed by the firm; past performance for other Community Development Districts in other contracts; character, integrity, and reputation of respondent; etc.)

3. Timeline

(20 points)

Points will be awarded based upon the proposers timeline of the completion of the services requested.

4. Ability to Furnish the Required Services

(20 points)

Extent to which the proposal demonstrates the adequacy of the Proposer's financial resources and stability as a business entity necessary to complete the services required (E.g., the existence of any natural disaster plan for business operations).

5. Price

(20 points)

Points will be awarded based upon the price bid for the rendering of the services and reasonableness of the price to the services.

RESOLUTION 2023-34

A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE HILLCREST PRESERVE COMMUNITY DEVELOPMENT DISTRICT AUTHORIZING THE CONSTRUCTION AND ACQUISITION OF CERTAIN CAPITAL PUBLIC IMPROVEMENTS; EQUALIZING, APPROVING, CONFIRMING, AND LEVYING NON-AD VALOREM SPECIAL ASSESSMENTS ON THE PROPERTY SPECIALLY BENEFITED BY SUCH PUBLIC IMPROVEMENTS TO PAY THE COST THEREOF; PROVIDING A METHOD FOR ALLOCATING THE TOTAL ASSESSMENTS AMONG THE BENEFITED PARCELS WITHIN THE DISTRICT; CONFIRMING THE DISTRICT'S INTENTION TO ISSUE ITS SPECIAL ASSESSMENT BONDS; PROVIDING FOR CHALLENGES AND PROCEDURAL IRREGULARITIES; PROVIDING FOR SEVERABILITY, CONFLICTS AND AN EFFECTIVE DATE.

BE IT RESOLVED BY THE BOARD OF SUPERVISORS OF THE HILLCREST PRESERVE COMMUNITY DEVELOPMENT DISTRICT AS FOLLOWS:

SECTION 1. AUTHORITY FOR THIS RESOLUTION. This Resolution is adopted pursuant to Chapters 170, 190, and 197, Florida Statutes.

SECTION 2. FINDINGS. The Board of Supervisors (the “**Board**”) of the Hillcrest Preserve Community Development District (the “**District**”) hereby finds and determines as follows:

(a) The District is a local unit of special purpose government organized and existing under and pursuant to Chapter 190, Florida Statutes, as amended.

(b) The District is authorized under Chapter 190, Florida Statutes, to construct and acquire certain capital public improvements as described in the Master Report of the District Engineer dated August 16, 2023 (the “**Project**”), attached hereto as **Exhibit “A.”**

(c) The District is authorized by Chapters 170 and 190, Florida Statutes, to levy special assessments to pay all or any part of the cost of community development improvements such as the Project and to issue bonds payable from non-ad valorem special assessments as provided in Chapters 170 and 190, Florida Statutes.

(d) It is desirable for the public safety and welfare that the District construct and acquire the Project on certain lands within the District, the nature and location of which are described in Resolution 2023-31 and more specifically described in the plans and specifications on file at the registered office of the District; that the cost of such Project be assessed against the lands specially benefited thereby, and that the District issue its special assessment bonds, in one or more series (herein, the “**Bonds**”), to provide funds for such purpose pending the receipt of such special assessments.

(e) The implementation of the Project, the levying of such special assessments and the sale and issuance of the Bonds serves a proper, essential, and valid public purpose.

(f) In order to provide funds with which to pay the cost of constructing and acquiring a portion of the Project which are to be assessed against the benefited properties pending the collection of such special assessments, it is necessary for the District to issue and sell the Bonds.

(g) By Resolution 2023-31, the Board determined to implement the Project and to defray the cost thereof by levying special assessments on benefited property and expressed an intention to issue the Bonds to provide the funds needed therefor prior to the collection of such special assessments. Resolution 2023-31 was adopted in compliance with the requirements of Section 190.016, Florida Statutes and with the requirements of Section 170.03, Florida Statutes, and prior to the time the same was adopted, the requirements of Section 170.04, Florida Statutes had been complied with.

(h) Resolution 2023-31 was published as required by Section 170.05, Florida Statutes, and a copy of the publisher's affidavit of publication is on file with the Chairman of the Board.

(i) A preliminary assessment roll has been prepared and filed with the Board as required by Section 170.06, Florida Statutes.

(j) As required by Section 170.07, Florida Statutes, upon completion of the preliminary assessment roll, the Board adopted Resolution 2023-32 fixing the time and place of a public hearing at which owners of the property to be assessed and other persons interested therein may appear before the Board and be heard as to (i) the propriety and advisability of implementing the Project, (ii) the cost thereof, (iii) the manner of payment therefor, and (iv) the amount thereof to be assessed against each specially benefited property.

(k) The Board met as an equalization board, conducted such public hearing and heard and considered all comments and complaints as to the matters described in paragraph (j) above, and based thereon, has made such modifications in the preliminary assessment roll as it deems desirable in the making of the final assessment roll.

(l) Having considered revised estimates of the construction costs of the Project, revised estimates of financing costs, and all complaints and evidence presented at such public hearing, the Board finds and determines:

(i) that the estimated costs of the Project, plus financing related costs, capitalized interest, a debt service reserve, and contingency is as specified in the Master Assessment Methodology Report dated August 14, 2023 (the "**Assessment Report**") attached hereto as **Exhibit "B,"** and the amount of such costs is reasonable and proper;

(ii) it is reasonable, proper, just and right to assess the cost of such Project against the properties specially benefited thereby using the methods determined by the Board, which results in the special assessments set forth on the final assessment roll;

(iii) it is hereby declared that the Project will constitute a special benefit to all parcels of real property listed on the final assessment roll set forth in the Assessment Report and that the benefit, in the case of each such parcel, will be equal to or in excess of the special assessments thereon; and

(iv) it is desirable that the Assessments be paid and collected as herein provided.

SECTION 3. DEFINITIONS. Capitalized words and phrases used herein but not defined herein shall have the meaning given to them in the Assessment Report. In addition, the following words and phrases shall have the following meanings:

“Assessable Unit” means a building lot in the product type or lot size as set forth in the Assessment Report.

"Debt Assessment" or **"Debt Assessments"** means the non-ad valorem special assessments imposed to repay the Bonds which are being issued to finance the construction and acquisition of the Project as described in the Assessment Report.

"Developer" means **EPG Hillcrest Preserve Development, LLC**, a Florida limited liability company, and its successors and assigns.

“Landowner” means **EPG Hillcrest Holdings, LLC**, a Florida limited liability company and its successors or assigns.

SECTION 4. AUTHORIZATION OF PROJECT. The Project described in Resolution 2023-31, as more specifically described by the plans and specifications therefor on file in the registered office of the District, is hereby authorized and approved and the proper officers, employees and agents of the District are hereby authorized and directed to take such further action as may be necessary or desirable to cause the same to be constructed or acquired following the issuance of Bonds referred to herein.

SECTION 5. ESTIMATED COST OF PROJECT. The total estimated costs of the Project, and the costs to be paid by the Debt Assessments on all specially benefited property is set forth in the Assessment Report.

SECTION 6. EQUALIZATION, APPROVAL, CONFIRMATION AND LEVY OF ASSESSMENTS. The Debt Assessments on the benefited parcels all as specified in the final assessment roll are hereby equalized, approved, confirmed and levied. Promptly following the adoption of this Resolution, those Assessments shall be recorded by the Secretary of the Board of the District in a special book, to be known as the **"Improvement Lien Book."** The Debt

Assessment or Debt Assessments against the benefited parcels shown on such final assessment roll and interest and penalties thereon, as hereafter provided, shall be and shall remain a legal, valid and binding first lien on such benefited parcels until paid; such lien shall be coequal with the lien of all state, county, district and municipal taxes and special assessments, and superior in dignity to all other liens, titles, and claims (except for federal liens, titles, and claims).

SECTION 7. FINALIZATION OF DEBT ASSESSMENTS. When the Project has been constructed to the satisfaction of the Board, the Board shall adopt a resolution accepting the same and determining the actual costs to the District thereof, as required by Sections 170.08 and 170.09, Florida Statutes. In the event that the actual costs to the District for the Project is less than the amount assessed therefor, the District shall credit to each Debt Assessment for the Project the proportionate difference between the Debt Assessment as hereby made, approved and confirmed and the actual costs of the Project, as finally determined upon completion thereof. In no event, however, shall the final amount of any such Debt Assessment exceed the amount originally assessed hereunder. In making such credits, no discount shall be granted or credit given for any part of the payee's proportionate share of any actual bond financing costs, such as cost of issuance, capitalized interest, if any, funded reserves or bond discount included in the estimated cost of the Project. Such credits shall be entered in the Improvement Lien Book. Once the final amount of the Debt Assessments for all of the Project has been determined, the term " **Debt Assessment**" shall mean the sum of the actual costs of the Project benefiting the benefited parcels plus financing costs.

SECTION 8. ALLOCATION OF DEBT ASSESSMENTS WITHIN THE BENEFITED PARCELS. Because it is contemplated that the land will be subdivided into lots to be used for the construction of residential units, and that such individual lots will be sold to numerous purchasers, the Board deems it desirable to establish a method for allocating the total Debt Assessment among the various lots that will exist so that the amount so allocated to each lot will constitute an assessment against, and a lien upon, each such lot without further action by the Board.

The Board has been informed by the Developer that each lot of a particular product type as identified in the Assessment Report will be of approximately the same size as each other lot of the same product type. While it would be possible to allocate the Debt Assessments among each lot of a particular product type on the basis of the square footage of each such lot, the Board does not believe that the special benefits afforded by the Project to each lot vary to any material degree due to comparatively minor variations in the square footage of each lot. Instead, the Board believes, and hereby finds, that based upon the Developer's present development plans, each lot of the same product type will be benefited equally by the Project, regardless of minor variations in the square footage of the lots.

If the Developer's plans change and the size of the Assessable Units vary to a degree such that it would be inequitable to levy Debt Assessments in equal amounts against each Assessable Unit of the same product type, then the Board may, by a supplemental resolution, reallocate the Debt Assessments against the Assessable Units on a more equitable basis and in doing so the Board may ignore minor variations among lots of substantially equal square footage; provided, however,

that before adoption of any resolution the Board shall have obtained and filed with the trustee for the Bonds (herein, the “**Trustee**”): (i) an opinion of counsel acceptable to the District to the effect that the Debt Assessments as reallocated were duly levied in accordance with applicable law, that the Debt Assessments as reallocated, together with the interest and penalties, if any, thereon, will constitute a legal, valid and binding first lien on the Assessable Units as to which such Debt Assessments were reallocated until paid in full, and that such lien is coequal with the lien of all state, county, district and municipal taxes and special assessments, and superior in dignity to all other liens, titles, and claims (except for federal liens, titles, and claims), whether then existing or thereafter created; and (ii) a certificate from the District's methodology consultant together with supporting schedule confirming that the aggregate cash flow from the reallocated Debt Assessments is not less than the aggregate cash flow from the original Assessments.

If the Board reallocates Debt Assessments as provided in the preceding paragraph, a certified copy of the supplemental resolution approving such reallocation shall be filed with the Trustee within 30 days after its adoption and a revised Debt Assessment roll shall be prepared and shall be recorded in the Improvement Lien Book created pursuant hereto.

SECTION 9. PAYMENT OF DEBT ASSESSMENTS. At the end of the capitalized interest period referenced in the Assessment Report (if any), the Debt Assessments for the Bonds shall be payable in substantially equal annual installments of principal and interest over a period of 30 years, in the principal amounts set forth in the documents relating to the Bonds, together with interest at the applicable coupon rate of the Bonds, such interest to be calculated on the basis of a 360 day year consisting of 12 months of thirty days each, plus the District's costs of collection and assumed discounts for Debt Assessments paid in November; provided, however, that any owner of land (unless waived in writing by the owner or any prior owner and the same is recorded in the public records of the county) against which an Debt Assessment has been levied may pay the entire principal balance of such Debt Assessment without interest at any time within thirty days after the Project have been completed and the Board has adopted a resolution accepting the Project as provided by section 170.09, Florida Statutes. Further, after the completion and acceptance of the Project or prior to completion and acceptance to the extent the right to prepay without interest has been previously waived, any owner of land against which an Debt Assessment has been levied may pay the principal balance of such Debt Assessment, in whole or in part at any time, if there is also paid an amount equal to the interest that would otherwise be due on such balance to the earlier of the next succeeding Bond payment date, which is at least 45 days after the date of payment.

SECTION 10. PAYMENT OF BONDS; REFUNDS FOR OVERPAYMENT. Upon payment of all of the principal and interest on the Bonds secured by the Debt Assessments, the Debt Assessments theretofore securing the Bonds shall no longer be levied by the District. If, for any reason, Debt Assessments are overpaid or excess Debt Assessments are collected, or if, after repayment of the Bonds the Trustee makes payment to the District of excess amounts held by it for payment of the Bonds, such overpayment or excess amount or amounts shall be refunded to the person or entity who paid the Debt Assessment.

SECTION 11. PENALTIES, CHARGES, DISCOUNTS, AND COLLECTION PROCEDURES. The Debt Assessments shall be subject to a penalty at a rate of one percent (1%)

per month if not paid when due under the provisions of Florida Statutes, Chapter 170 or the corresponding provisions of subsequent law. However, for platted and developed lots, the District anticipates using the "uniform method for the levy, collection and enforcement of non-ad valorem assessment" as provided by Florida Statutes, Chapter 197 for the collection of the Debt Assessments for the Bonds. Accordingly, the Debt Assessments for the Bonds, shall be subject to all collection provisions to which non-ad valorem assessments must be subject in order to qualify for collection pursuant to Florida Statutes, Chapter 197, as such provisions now exist and as they may exist from time to time hereafter in Chapter 197 or in the corresponding provision of subsequent laws. Without limiting the foregoing, at the present time such collection provisions include provisions relating to discount for early payment, prepayment by installment method, deferred payment, penalty for delinquent payment, and issuance and sale of tax certificates and tax deeds for non-payment. With respect to the Debt Assessments not being collected pursuant to the uniform method and which are levied against any unplatted parcels owned by the Developer or the Landowner, or their successors or assigns, the District shall invoice and collect such Debt Assessments directly from the Developer or the Landowner, or their successors or assigns, and not pursuant to Chapter 197. Any Debt Assessments that are directly collected by the District shall be due and payable to the District at least 30 days prior to the next Bond payment date of each year.

SECTION 12. CONFIRMATION OF INTENTION TO ISSUE SPECIAL ASSESSMENT BONDS. The Board hereby confirms its intention to issue the Bonds, to provide funds, pending receipt of the Debt Assessments, to pay all or a portion of the cost of the Project assessed against the specially benefited property.

SECTION 13. DEBT ASSESSMENT CHALLENGES. The adoption of this Resolution shall be the final determination of all issues related to the Debt Assessments as it relates to property owners whose benefitted property is subject to the Debt Assessments (including, but not limited to, the determination of special benefit and fair apportionment to the assessed property, the method of apportionment, the maximum rate of the Debt Assessments, and the levy, collection, and lien of the Debt Assessments), unless proper steps shall be initiated in a court of competent jurisdiction to secure relief within 30 days from adoption date of this Resolution.

SECTION 14. PROCEDURAL IRREGULARITIES. Any informality or irregularity in the proceedings in connection with the levy of the Debt Assessments shall not affect the validity of the same after the adoption of this Resolution, and any Debt Assessment as finally approved shall be competent and sufficient evidence that such Debt Assessment was duly levied, that the Debt Assessment was duly made and adopted, and that all other proceedings adequate to such Debt Assessment were duly had, taken, and performed as required.

SECTION 15. SEVERABILITY. If any Section or part of a Section of this Resolution be declared invalid or unconstitutional, the validity, force and effect of any other Section or part of a Section of this Resolution shall not thereby be affected or impaired unless it clearly appears that such other Section or part of a Section of this Resolution is wholly or necessarily dependent upon the Section or part of a Section so held to be invalid or unconstitutional.

SECTION 16. CONFLICTS. All resolutions or parts thereof in conflict herewith are, to the extent of such conflict, superseded and repealed.

SECTION 17. EFFECTIVE DATE. This Resolution shall become effective upon its adoption.

PASSED AND ADOPTED this 19th day of September, 2023.

Attest:

**Hillcrest Preserve Community
Development District**

Name: _____
Secretary / Assistant Secretary

Name: _____
Chair / Vice Chair of the Board of Supervisors

Exhibit “A” – Master Report of the District Engineer dated August 16, 2023

Exhibit “B” –Master Assessment Methodology Report dated August 14, 2023

Exhibit “A”
Master Report of the District Engineer
dated August 16, 2023

**Exhibit “B” –Master Assessment Methodology
Report dated August 14, 2023**

**Hillcrest Preserve Community
Development District**

Report of the District Engineer



Prepared for:
Board of Supervisors
Hillcrest Preserve Community
Development District

Prepared by:
Stantec Consulting Services Inc.
777 S. Harbour Island Boulevard
Suite 600
Tampa, FL 33602
(813) 223-9500

June 5, 2023



1.0 INTRODUCTION

The Hillcrest Preserve Community Development District ("the District") encompasses approximately 591.886 acres in Pasco County, Florida. The District is located within Sections 1 and 12, Township 25 South, Range 19 East, and Sections 6 and 7, Township 25 South, Range 20 East.

See Appendix A for a Vicinity Map and Legal Description of the District.

2.0 PURPOSE

The District was established by Pasco County Ordinance 23-18 adopted on May 23, 2023 for the purpose of constructing and/or acquiring, maintaining, and operating all or a portion of the public improvements and community facilities within the District. The purpose of this Report of the District Engineer is to provide a description and estimated costs of the public improvements and community facilities being planned within the District.

See Appendix B for an Aerial Map of the District.

3.0 THE DEVELOPER AND DEVELOPMENT

The property developer, EPG Hillcrest Development LLC, currently plans to build approximately 1,200 single family residential units.

The possible major public improvements and community facilities include, but are not limited to, water management and control, water supply, sewer and wastewater management, roads, parks and recreation, and landscaping/hardscaping/irrigation.

4.0 PUBLIC IMPROVEMENTS AND COMMUNITY FACILITIES

Detailed descriptions of the proposed public improvements and community facilities are provided in the following sections.

4.1 WATER MANAGEMENT AND CONTROL

The design criteria for the District's water management and control is regulated by Pasco County and the Southwest Florida Water Management District (SWFWMD). The water management and control plan for the District focuses on utilizing newly constructed ponds within upland areas and on-site wetlands for stormwater treatment and storage.

Any excavated soil from the ponds is anticipated to remain within the development for use in building public infrastructure including roadways, landscape berming, drainage pond bank fill requirements, utility trench backfill, and filling and grading of public property.

The primary objectives of the water management and control for the District are:



1. To provide stormwater quality treatment.
2. To protect the development within the District from regulatory-defined rainfall events.
3. To maintain natural hydroperiods in the wetlands and connecting flow ways.
4. To ensure that adverse stormwater impacts do not occur upstream or downstream as a result of constructing the District improvements during regulatory-defined rainfall events.
5. To satisfactorily accommodate stormwater runoff from adjacent off-site areas which may naturally drain through the District.
6. To preserve the function of the flood plain storage during the 100-year storm event.

Water management and control systems will be designed in accordance with Pasco County technical standards. The District is anticipated to own and maintain these facilities.

4.2 WATER SUPPLY

The District is located within the Pasco County utilities service area which will provide water supply for potable water service and fire protection to the property. The water supply improvements are anticipated to include 8" looped water mains which will supply potable water and service and fire protection to the District. Off-site improvements may be required to provide service to the District.

The water supply systems will be designed in accordance with Pasco County technical standards. It is anticipated that Pasco County will own and maintain these facilities.

4.3 SEWER AND WASTEWATER MANAGEMENT

The District is located within the Pasco County utilities service area which will provide sewer and wastewater management service to the District. The sewer and wastewater management improvements are anticipated to include an 8" gravity sanitary sewer system within the road rights of way and pumping stations that will connect to an existing force main located north of the District. Off-site improvements may be required to provide service to the District.

All sanitary sewer and wastewater management facilities will be designed in accordance with Pasco County technical standards. It is anticipated that Pasco County will own and maintain these facilities.

4.4 DISTRICT ROADS

District Roads include the roadway asphalt, base, and subgrade, roadway curb and gutter, and sidewalks within rights of way abutting common areas.



All roads will be designed in accordance with the Pasco County technical standards and are anticipated to be owned and maintained by the Pasco County.

4.5 PARKS AND RECREATIONAL FACILITIES

Parks and recreation facilities are planned throughout the community and will be owned and maintained by the District.

4.6 LANDSCAPING/ HARDSCAPE/IRRIGATION

Community entry monumentation and landscape buffering and screening will be provided at several access points into the District. Irrigation will also be provided in the landscaped common areas.

It is anticipated that these improvements will be owned and maintained by the District.

4.7 PROFESSIONAL SERVICES AND PERMITTING FEES

Pasco County and SWFWMD impose fees for construction permits and plan reviews. These fees vary with the magnitude and size of the development. Additionally, engineering, surveying, and architecture services are needed for the subdivision, landscape, hardscape, and community amenity's design, permitting, and construction. As well, development/construction management services are required for the design, permitting, construction, and maintenance acceptance of the public improvements and community facilities.

Fees associated with performance and warranty financial securities covering Pasco County infrastructure may also be required.

These fees associated with public improvements may be funded by the District.

5.0 PUBLIC IMPROVEMENTS AND COMMUNITY FACILITIES COSTS

See Appendix C for the Construction Cost Estimate of the Public Improvements and Community Facilities.

6.0 SUMMARY AND CONCLUSION

The District, as outlined above, is responsible for the functional development of the lands within the District and, except as noted above in this report, such public improvements and facilities are located within the boundary of the District.

The planning and design of the District will be in accordance with current governmental regulatory requirements.



Items of construction cost in this report are based on our review and analysis of the conceptual site plans for the development and recent costs expended in similar projects of nature and size. It is our professional opinion that the estimated infrastructure costs provided herein for the development are conservative to complete the construction of the Public Improvements and Community Facilities described herein. All such infrastructure costs are public improvements or community facilities as set forth in Section 190.012(1) and (2) of the Florida Statutes.

The estimate of the construction costs is only an estimate and not a guaranteed maximum cost. The estimated cost is based on historical unit prices or current prices being experienced for on-going and similar items of work in Pasco County. The labor market, future costs of equipment and materials, and the actual construction process are all beyond our control. Due to this inherent possibility for fluctuation in costs, the total final cost may be more or less than this estimate.

The professional service for establishing the Construction Cost Estimate is consistent with the degree of care and skill exercised by members of the same profession under similar circumstances.

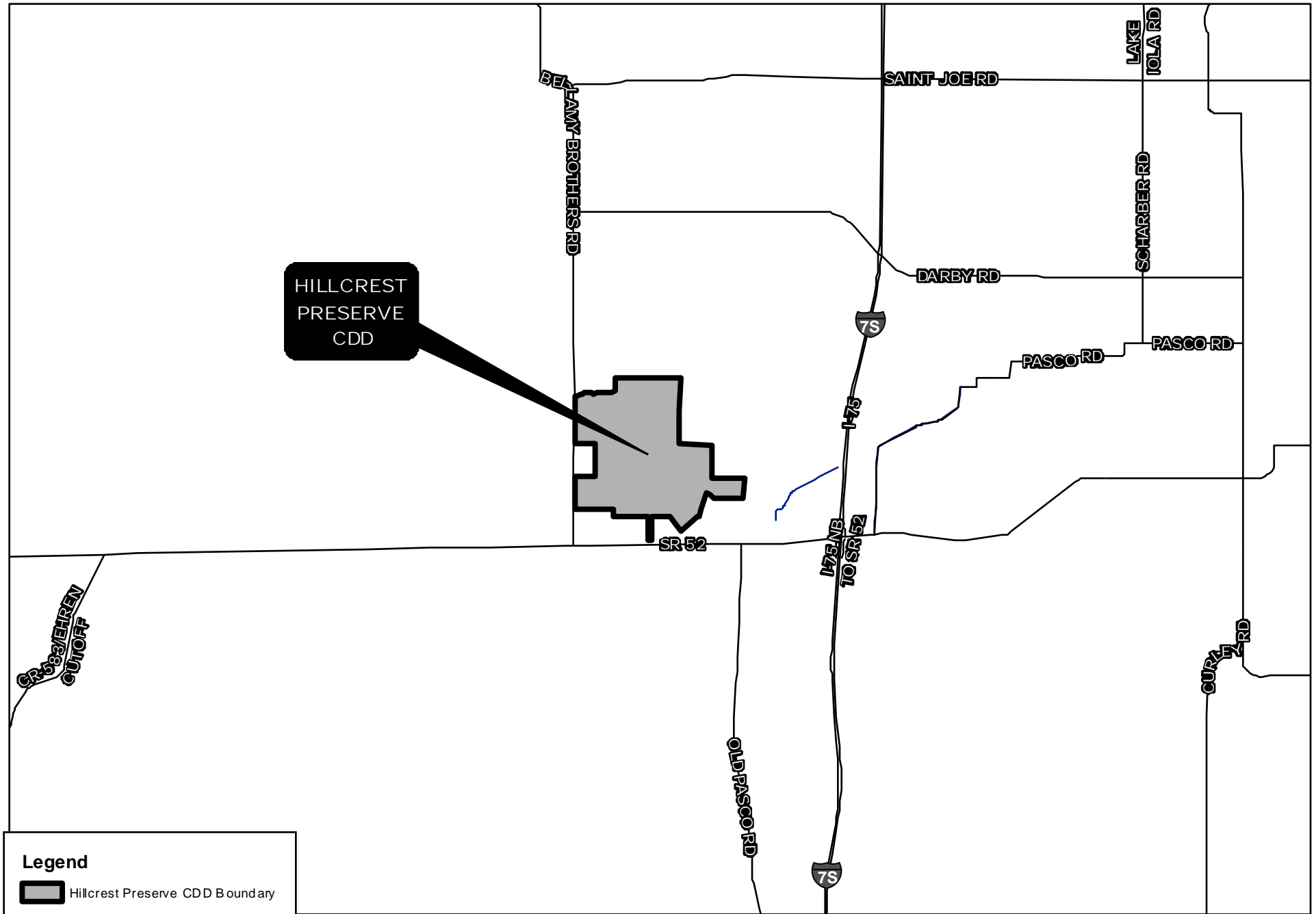
Tonja L. Stewart, P.E.
Florida License No. 47704



Hillcrest Preserve CDD
Report of the District Engineer
June 5, 2023

Appendix A VICINITY MAP AND LEGAL DESCRIPTION OF THE DISTRICT

HILLCREST PRESERVE CDD LOCATION MAP 12/2021



0 0.5 1 2 3 4 5 6 7 8 9 Miles

Description Sketch

(Not A Survey)

DESCRIPTION: A parcel of land lying in Sections 1 and 12, Township 25 South, Range 19 East and Sections 6 and 7, Township 25 South, Range 20 East, Pasco County, Florida, and being more particularly described as follows:


BEGIN at the Southeast corner of the Southeast 1/4 of Section 6, same being the Northeast corner of the Northeast 1/4 of Section 7; thence S. 02°04'26" W., along the Easterly boundary of aforementioned, Section 7, a distance of 799.50 feet thence leaving said Easterly boundary of aforementioned, Section 7, S. 89°59'38" W., a distance of 1191.61 feet; thence N.40°21'25" W., a distance of 210.01 feet; thence N.69°56'07" W., a distance of 186.01 feet; thence S. 18°34'38" W., a distance of 710.02 feet; thence S. 13°15'40" W., a distance of 269.02 feet; thence S. 29°48'43" W., a distance of 63.32 feet; thence S. 50°35'31" W., a distance of 909.69 feet; thence N.32°39'43" W., a distance of 749.15 feet; thence S. 89°54'40" W., a distance of 768.59 feet; thence S. 00°05'20" E., a distance of 961.30 feet to a point of intersection with the North Right-of-Way of STATE ROAD NO. 52, per Florida Department of Transportation Right-of-Way Map, Section 14120-XXXX; thence S. 89°16'35" W., along said North Right-of-Way, a distance of 124.01 feet; thence leaving said North Right-of-Way, N.00°05'20" W., a distance of 962.68 feet; thence S. 89°54'40" W., a distance of 1377.01 feet to the Southeast corner of that certain property as described in Official Records Book 9546, Page 3713, of the Public Records of Pasco County, Florida; thence along the Easterly and Northerly boundary of said certain property the following two (2) courses; 1) N.00°26'05" E., a distance of 272.34 feet; 2) N.89°49'06" W., a distance of 1591.89 feet to a point of intersection with the Easterly Right-of-Way of BELLAMY BROTHERS BOULEVARD, according to Map Book 3, Pages 68 through 80, inclusive of the Public Records of Pasco County, Florida; thence along said Easterly Right-of-Way the following four (4) courses; 1) N.00°40'57" W., a distance of 1.47 feet; 2) N.00°12'50" W., a distance of 527.15 feet; 3) N.00°27'42" E., a distance of 647.79; 4) N.00°54'26" E., a distance of 147.21 feet to the Southwesterly corner of that certain property described in Official Records Book 8089, Page 1327, of the Public Records of Pasco County, Florida; thence along the Southerly, Easterly and Northerly boundary the following three (3) courses; 1) thence departing said Easterly Right-of-Way, S. 89°45'28" E., a distance of 798.33 feet; 2) N.00°19'40" E., a distance of 1327.30 feet; 3) S. 89°49'11" W., a distance of 798.84 feet to a point of intersection with said Easterly Right-of-Way of BELLAMY BROTHERS BOULEVARD; thence along said Easterly Right-of-Way the following four (4) courses; 1) N.00°18'40" E., a distance of 84.27 feet; 2) N.00°20'21" E., a distance of 682.49 feet; 3) N.00°23'09" E., a distance of 780.96 feet; 4) N.00°17'56" W., a distance of 325.33 feet to the Southwesterly corner of that certain property described in Official Records Book 5959, Page 179, of the Public Records of Pasco County, Florida; thence along the Southerly boundary of said certain property, the following thirteen (13) courses; 1) thence departing said Easterly Right-of-Way, N.79°02'48" E., a distance of 30.64 feet; 2) N.71°59'47" E., a distance of 78.56 feet; 3) N.69°26'40" E., a distance of 95.76 feet; 4) N.63°26'08" E., a distance of 100.24 feet; 5) N.78°30'14" E., a distance of 112.46 feet; 6) N.84°57'29" E., a distance of 127.51 feet; 7) S. 89°05'25" E., a distance of 117.69 feet; 8) S. 83°23'10" E., a distance of 129.75 feet; 9) N.87°47'52" E., a distance of 145.81 feet; 10) S. 89°59'59" E., a distance of 175.59 feet; 11) N.85°05'02" E., a distance of 174.36 feet; 12) N.82°01'13" E., a distance of 201.82 feet; 13) N.72°48'22" E., a distance of 144.08 feet to a point of intersection with the Easterly boundary of said certain property as described in Official Records Book 5959, Page 179, same being the Westerly boundary of the Northwest 1/4 of Section 6, Township 25 South, Range 20 East, Pasco County, Florida; thence N.00°16'21" E., along said Easterly boundary, same being said Westerly boundary of the Northwest 1/4 of aforementioned Section 6, a distance of 553.69 feet to the Southwesterly corner of that certain property as described in Official Records Book 8141, Page 1478 of the Public Records of Pasco County, Florida; thence S. 89°12'01" E., along said Southerly boundary and the Southerly boundary of that certain property as described in Official Records Book 7615, Page 1502 of the Public Records of Pasco County, Florida, a distance of 2634.90 feet; thence along said Southerly and Westerly boundary of said certain property the following five (5) courses 1) S. 00°57'46" W., a distance of 1322.64 feet; 2) S. 00°56'47" W., a distance of 1325.85 feet; 3) S. 89°11'06" E., a distance of 1313.40 feet; 4) thence S. 00°58'56" W., a distance of 1326.83 feet; 5) S. 89°07'51" E., a distance of 1312.58 feet to the **POINT OF BEGINNING**.

Containing 591.886 acres, more or less.

NOTES:

- 1) The bearings shown hereon are based on the boundary of the Northeast 1/4 of Section 7-25-20, having a Grid bearing of S. 02°04'26" W. The Grid Bearings as shown hereon refer to the State Plane Coordinate System, North American Horizontal Datum of 1983 (NAD 83-2011 Adjustment) for the West Zone of Florida.
- 2) Information shown hereon is not complete without accompanying sketch.
- 3) This document has been electronically signed and sealed pursuant to Rule 5J-17.062, Section 472.027 of the Florida Statutes. The seal appearing on this document was authorized by John D. Weigle, LS5246 on 12-16-2021.
- 4) Printed copies of this document are not considered signed and sealed and the signature must be verified on any electronic copies.

SEE SHEETS NO. 2 FOR SKETCH & NO. 3 FOR CURVE & LINE TABLES

| | | | | |
|-----------------------------|----------------|--|--|-----------------|
| PROJECT: HILLCREST CDD | | Prepared For: EISENHOWER PROPERTY GROUP | | |
| PHASE: Description & Sketch | | <div>213 Hobbs Street Tampa, Florida 33619 Phone: (813) 248-8888 Licensed Business No.: LB 7768</div> <div> GeoPoint Surveying, Inc.</div> | | |
| DRAWN: CRF | DATE: 12/10/21 | | | CHECKED BY: MHC |
| REVISIONS | | | | |
| DATE | DESCRIPTION | | | DRAWN BY |
| | | | | |
| John D. Weigle | | <div>FLORIDA PROFESSIONAL SURVEYOR & MAPPER NO. LS5246</div> | | |
| | | | | |
| | | | | |

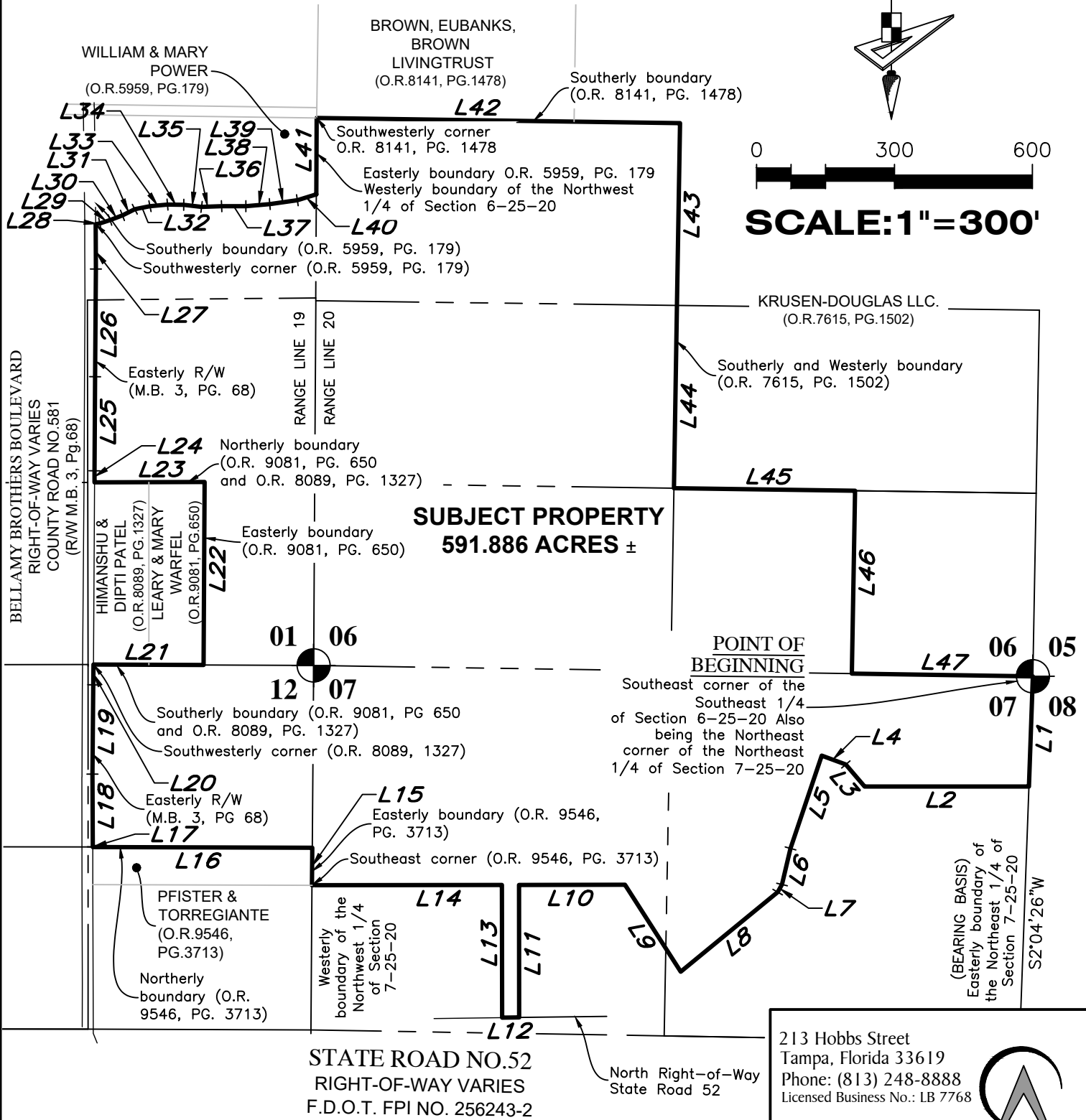
Description Sketch

(Not A Survey)



0 300 600

SCALE: 1"=300'



SEE SHEETS NO. 1 FOR DESCRIPTION &
SURVEYORS NOTES & SHEET NO. 3 FOR CURVE & LINE TABLES

213 Hobbs Street
Tampa, Florida 33619
Phone: (813) 248-8888
Licensed Business No.: LB 7768

GeoPoint
Surveying, Inc.

Description Sketch

(Not A Survey)

| LINE DATA TABLE | | |
|-----------------|---------------|----------|
| NO. | BEARING | LENGTH |
| L1 | S 02°04'26" W | 799.50' |
| L2 | S 89°59'38" W | 1191.61' |
| L3 | N 40°21'25" W | 210.01' |
| L4 | N 69°56'07" W | 186.01' |
| L5 | S 18°34'38" W | 710.02' |
| L6 | S 13°15'40" W | 269.02' |
| L7 | S 29°48'43" W | 63.32' |
| L8 | S 50°35'31" W | 909.69' |
| L9 | N 32°39'43" W | 749.15' |
| L10 | S 89°54'40" W | 768.59' |
| L11 | S 00°05'20" E | 961.30' |
| L12 | S 89°16'35" W | 124.01' |
| L13 | N 00°05'20" W | 962.68' |
| L14 | S 89°54'40" W | 1377.01' |
| L15 | N 00°26'05" E | 272.34' |
| L16 | N 89°49'06" W | 1591.89' |
| L17 | N 00°40'57" W | 1.47' |
| L18 | N 00°12'50" W | 527.15' |
| L19 | N 00°27'42" E | 647.79' |
| L20 | N 00°54'26" E | 147.21' |

| LINE DATA TABLE | | |
|-----------------|---------------|----------|
| NO. | BEARING | LENGTH |
| L21 | S 89°45'28" E | 798.33' |
| L22 | N 00°19'40" E | 1327.30' |
| L23 | S 89°49'11" W | 798.84' |
| L24 | N 00°18'40" E | 84.27' |
| L25 | N 00°20'21" E | 682.49' |
| L26 | N 00°23'09" E | 780.96' |
| L27 | N 00°17'56" W | 325.33' |
| L28 | N 79°02'48" E | 30.64' |
| L29 | N 71°59'47" E | 78.56' |
| L30 | N 69°26'40" E | 95.76' |
| L31 | N 63°26'08" E | 100.24' |
| L32 | N 78°30'14" E | 112.46' |
| L33 | N 84°57'29" E | 127.51' |
| L34 | S 89°05'25" E | 117.69' |
| L35 | S 83°23'10" E | 129.75' |
| L36 | N 87°47'52" E | 145.81' |
| L37 | S 89°59'59" E | 175.59' |
| L38 | N 85°05'02" E | 174.36' |
| L39 | N 82°01'13" E | 201.82' |
| L40 | N 72°48'22" E | 144.08' |

| LINE DATA TABLE | | |
|-----------------|---------------|----------|
| NO. | BEARING | LENGTH |
| L41 | N 00°16'21" E | 553.69' |
| L42 | S 89°12'01" E | 2634.90' |
| L43 | S 00°57'46" W | 1322.64' |
| L44 | S 00°56'47" W | 1325.85' |
| L45 | S 89°11'06" E | 1313.40' |
| L46 | S 00°58'56" W | 1326.83' |
| L47 | S 89°07'51" E | 1312.58' |

SEE SHEETS NO. 1 FOR DESCRIPTION &
SURVEYORS NOTES & NO. 2 FOR SKETCH

213 Hobbs Street
Tampa, Florida 33619
Phone: (813) 248-8888
Licensed Business No.: LB 7768

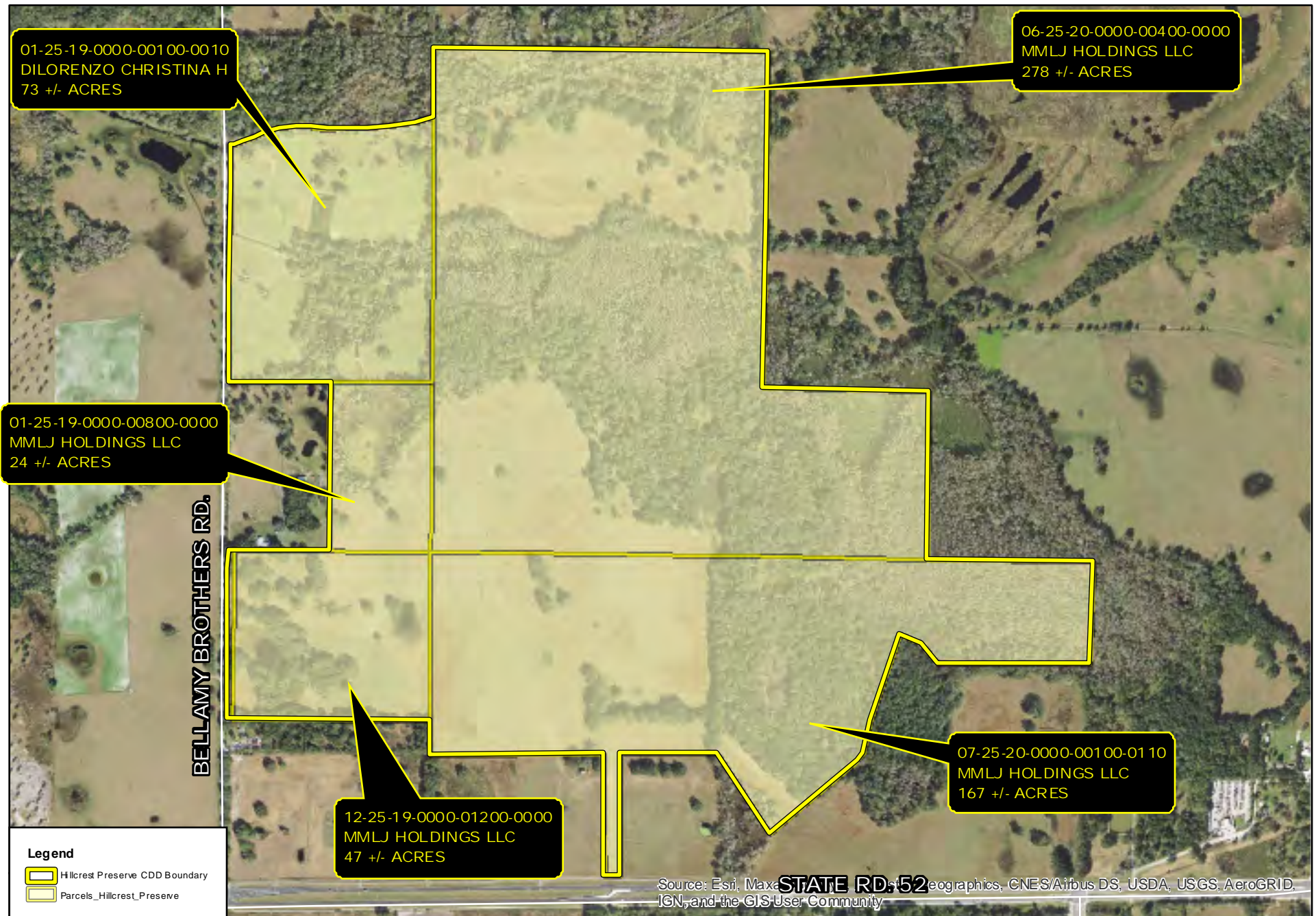




Hillcrest Preserve CDD
Report of the District Engineer
June 5, 2023

Appendix B AERIAL MAP

HILLCREST PRESERVE CDD 12/2021



0 1,000 2,000 4,000 6,000 8,000 Feet



Hillcrest Preserve CDD
Report of the District Engineer
June 5, 2023

Appendix C CONSTRUCTION COST ESTIMATE OF PUBLIC IMPROVEMENTS AND COMMUNITY FACILITIES

Hillcrest Preserve

Community Development District

Proposed Infrastructure Costs and Timeline

| Description | 2022-2024 District Estimated Cost Phase 1 | 2025-2026 District Estimated Cost Phase 2 | Total |
|---|--|--|---------------|
| Stormwater Management | \$ 10,512,438 | \$ 10,512,438 | \$ 21,024,876 |
| Utilities | \$ 8,852,578 | \$ 8,852,578 | \$ 17,705,156 |
| Roads (Includes ROW Landscape/Hardscape) | \$ 8,299,292 | \$ 8,299,292 | \$ 16,598,584 |
| Amenity, Parks & Recreation | \$ 2,080,023 | \$ 2,080,023 | \$ 4,160,046 |
| Off-Site Improvements | \$ 1,560,017 | \$ 1,560,017 | \$ 3,120,034 |
| Professional Fees, Permitting & Contingency | \$ 4,695,652 | \$ 4,695,652 | \$ 9,391,304 |
| TOTAL | \$ 36,000,000 | \$ 36,000,000 | \$ 72,000,000 |

An aerial photograph of a landscape featuring a large, irregularly shaped body of water in the upper left. A road or path runs diagonally from the bottom right towards the center. There are patches of green vegetation and some buildings with red roofs visible in the lower left. The overall image has a soft, slightly blurred quality.

HILLCREST PRESERVE COMMUNITY DEVELOPMENT DISTRICT

MASTER ASSESSMENT METHODOLOGY REPORT

Report Date:

August 14, 2023

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I. INTRODUCTION

This Master Assessment Methodology Report (the “Master Report”) details the basis of the benefit allocation and assessment methodology to support the financing plan to complete the public infrastructure required within the Hillcrest Preserve Community Development District (the “District”). The private assessable lands (“Assessable Property”) benefitting from the public infrastructure are generally described within Exhibit A of this Master Report and further described within the Engineer’s Report, dated June 5, 2023 (the “Engineer’s Report”). The objective of this Master Report is to:

1. Identify the District’s capital improvement program (“CIP”) for the project to be financed, constructed and/or acquired by the District; and
2. Determine a fair and equitable method of spreading the associated costs to the benefiting Assessable Property within the District pre- and post-development completion; and
3. Provide a basis for the placement of a lien on the Assessable Property within the District benefitting from the CIP, as outlined by the Engineer’s Report.

The basis of benefit received by Assessable Property relates directly to the proposed CIP. It is the District’s CIP that will create the public infrastructure that enables Assessable Property within the District to be developed and improved under current allowable densities. The CIP includes water management and control, water supply, sewer and wastewater management, roads, parks and recreation, and landscaping/hardscaping/irrigation. The Engineers Report identified estimated cost to complete the CIP, inclusive of associated “soft costs” such as legal/engineering services with contingencies to account for commodity and service market fluctuations. This report will further address additional financing costs associated with funding the CIP. Without the required improvements in the CIP, the development of the Assessable Property could not be undertaken within the current development standards. The main objective of this Master Report is to establish a basis on which to quantify and allocate the special benefit provided by the CIP proportionally to the Assessable Property within the District. A detailed allocation methodology and finance plan will be utilized to equitably distribute CIP costs upon the Assessable Property within the District based upon the level of proportional benefit received.

This Master Report outlines the assignment of benefit, assessment methodology and financing structure for bonds to be issued by the District. As a result of the methodology application, the maximum long-term assessment associated with the current CIP is identified. The District will issue Special Assessment Bonds (the “Bonds”), in one or more series consisting of various amounts of principal debt and maturities to finance the construction and/or acquisition of all or a portion of the CIP.

It is anticipated that the methodology consultant will prepare individual supplemental reports applying the allocation methodology contained herein for the imposition and collection of long-term special assessments on a first platted, first assigned basis for repayment of a specific series of Bonds. The methodology consultant may

distribute supplemental reports in connection with updates and/or revisions to the finance plan. Such supplemental reports will be created to stipulate amended terms, interest rates, developer contributions if any, issuance costs and will detail the resulting changes in the level of funding allocated to the various trust accounts and subaccounts. The Bonds will be repaid from and secured by non-ad valorem assessments levied on those Assessable Properties benefiting from the public improvements within the District. Non-ad valorem assessments will be levied each year to provide the funding necessary to pay debt service on the Bonds and to fund operations and maintenance costs related to the capital improvements maintained by the District.

In summary, this Master Report will determine the benefit, apportionment and financing structure for the Bonds to be issued by the District in accordance with Chapters 170, 190 and 197, Florida Statutes, as amended, to establish a basis for the levying and collecting of special assessments based on the benefits received and is consistent with our understanding and experience with case law on this subject.

II. DEFINED TERMS

“Assessable Property:” – All private property within the District that receives a special benefit from the CIP.

“Capital Improvement Program” (CIP) – The public infrastructure development program as outlined by the Master Engineer’s Report dated June 5, 2023.

“Developer” – EPG Hillcrest Development, LLC.

“Development Plan” – The end-use configuration of Platted Units and Product Types for Unplatted Parcels within the District, Table 2.

“District” – Hillcrest Preserve Community Development District, encompasses 591.89 +/- acres, Pasco County Florida.

“Engineer Report” – Master Engineer’s Report, dated June 5, 2023.

“Equivalent Assessment Unit” (EAU) – A weighted value assigned to dissimilar residential lot product types to differentiate assignment of benefit and lien values.

“Maximum Assessments” – The maximum amount of special assessments and liens to be levied against benefiting assessable properties.

“Platted Units” – Private property subdivided as a portion of gross acreage by virtue of the platting process.

“Product Type” – Classification assigned by the District Engineer to dissimilar lot products for the development of the vertical construction. Determined in part as to differentiated sizes, setbacks and other factors.

“Unplatted Parcels” – Gross acreage intended for subdivision and platting pursuant to the Development Plan.

III. DISTRICT OVERVIEW

The District area encompasses 591.89 +/- acres and is located entirely within Pasco County, Florida, located between Bellamy Brothers Boulevard and I-75, south of Darby Road and north of State Road 52. The primary developer of the Assessable Property is EPG Hillcrest Development, LLC (the “Developer”), who has created the overall development plan as outlined and supported by the Engineer’s Report. The development plan for the District contemplates multiple phases consisting of approximately 802 residential units. The public improvements as described in the Engineer’s Report include, but are not limited to, water management and control, water supply, sewer and wastewater management, roads, parks and recreation, and landscaping/hardscaping/irrigation.

IV. CAPITAL IMPROVEMENT PROGRAM

The District and Developer are undertaking the responsibility of providing the public infrastructure necessary to develop the District’s CIP. As designed, the CIP is an integrated system of facilities. Each infrastructure facility works as a system to provide special benefit to District lands, i.e.: all benefiting landowners of the Assessable Property within the District benefit the same from the first few feet of infrastructure as they do from the last few feet. The CIP costs within Table 1 of this Master Report reflect cost as further detailed within the Engineer’s Report, these costs are exclusive of any financing related costs.

V. FINANCING INFORMATION

The District intends to finance only a portion of the CIP through the issuance of the Bonds; however this report assumes the financing of 100% of the improvements to identify the full benefit and potential. As the Bonds will be issued in one or more series, the Bonds will be sized at an amount rounded to the nearest \$5,000 and will include items such debt service reserves, capitalized interest, and issuance costs.

For purposes of the Master Report, conservative allowances have been made for a debt service reserve, capitalized interest, issuance costs, and collection cost as shown on Table 6. The methodology consultant will issue supplemental report(s) which outline the provisions specific to each bond issue with the application of the assessment methodology contained herein. The supplemental report(s) will detail the negotiated terms, interest rates and costs associated with each series of Bonds representing the market rate at that point in time. The supplemental reports will outline any Developer contributions towards the completion of the CIP applied to prepay any assessments on any one or collective Assessable Properties within the District. The supplemental report(s) will also detail the level of funding allocated to the construction/acquisition account, the debt service reserve account, underwriter’s discount, issuance and collection costs. Additionally, the supplemental report(s) will apply the principles set forth in the Master Report to determine the specific assessments required to repay the Bonds.

VI. ALLOCATION METHODOLOGY

The CIP benefits all Assessable Property within the District proportionally. The level of relative benefit can be compared through the use of defining “equivalent” units of measurement by product type to compare dissimilar development product types. This is accomplished through determining an estimate of the relationship between the product types, based on a relative benefit received by each product type from the CIP. The use of Equivalent Assessment Unit (EAU) methodologies is well established as a fair and reasonable proxy for estimating the benefit received by private benefiting properties. One (1) EAU has been assigned to the 50’ residential use product type as a baseline, with a proportional increase or decrease relative to other planned residential product types and sizes. Table 2 outlines EAUs assigned for residential product types under the current Development Plan. If future assessable property is added or product types are contemplated, this Report will be amended to reflect such change.

The method of benefit allocation is based on the special benefit received from infrastructure improvements relative to the benefiting Assessable Property by use and size in comparison to other Assessable Property within the District. According to F.S. 170.02, the methodology by which special assessments are allocated to specifically benefited property must be determined and adopted by the governing body of the District. This alone gives the District latitude in determining how special assessments will be allocated to specific Assessable Property. The CIP benefit and special assessment allocation rationale is detailed herein and provides a mechanism by which these costs, based on a determination of the estimated level of benefit conferred by the CIP, are apportioned to the Assessable Property within the District for levy and collection. The allocation of benefits and Maximum Assessments associated with the CIP are demonstrated on Table 3 through Table 5. The Developer may choose to pay down or contribute infrastructure on a portion or all of the long-term assessments as evaluated on a per parcel basis, thereby reducing the annual debt service assessment associated with any series of Bonds.

VII. DETERMINATION OF SPECIAL ASSESSMENT

There are three main requirements for valid special assessments. The first requirement demands that the improvements to benefited properties, for which special assessments are levied, be implemented for an approved and assessable purpose (F.S. 170.01). As a second requirement, special assessments can only be levied on those properties specially benefiting from the improvements (F.S. 170.01). Thirdly, the special assessments allocated to each benefited property cannot exceed the proportional benefit to each parcel (F.S. 170.02).

The District’s CIP contains a “system of improvements” including the funding, construction and/or acquisition of off-site improvements, stormwater management, utilities (water and sewer), roadways, landscape/hardscape and amenities; all of which are considered to be for an approved and assessable purpose (F.S. 170.01) which satisfies the first requirement for a valid special assessment, as described above.

Additionally, the improvements will result in all Assessable Property within the District receiving a direct and specific benefit, thereby making those properties legally subject to assessments (F.S. 170.01), which satisfies

the second requirement, above. Finally, the specific benefit to the Assessable Property is equal to or exceeds the cost of the assessments levied on the Assessable Property (F.S. 170.02), which satisfies the third requirement, above.

The first requirement for determining the validity of a special assessment is plainly demonstrable; eligible improvements are found within the list provided in F.S. 170.01. However, the second and third requirements for a valid special assessment require a more analytical examination. As required by F.S. 170.02, and described in the preceding section entitled “Allocation Methodology,” this approach involves identifying and assigning value to specific benefits being conferred upon the various Assessable Property, while confirming the value of these benefits exceed the cost of providing the improvements. These special benefits include, but are not limited to, the added use of the property, added enjoyment of the property, probability of decreased insurance premiums and the probability of increased marketability and value of the property.

The determination has been made that the duty to pay the non-ad valorem special assessments is valid based on the special benefits imparted upon the various Assessable Property. These benefits are derived from the acquisition and/or construction of the District’s CIP. The allocation of responsibility for payment on the Bonds has been apportioned according to reasonable estimates of the special benefits provided consistent with each land use category. Accordingly, no acre or parcel of property within the boundary of the properties will be assessed for the payment of any non-ad valorem special assessment greater than the determined special benefit particular to that parcel of the District.

Property within the District that currently is not, or upon future development, will not be subject to the special assessments include publicly owned (State/County/City/CDD) tax-exempt parcels such as: lift stations, road rights-of-way, waterway management systems, common areas, and certain lands/amenities owned by HOA(s). To the extent it is later determined that a property no longer qualifies for an exemption, assessments will be apportioned and levied based on an EAU factor proportionate to acreage density as demonstrated in other use EAU assignment.

VIII. ASSIGNMENT OF ASSESSMENTS

This section sets out the manner in which special assessments will be assigned to the Assessable Property within the District. In general, the assessments will initially be assigned on a gross acreage basis, gradually absorbed and assigned on a first platted, first assigned priority.

It is useful to consider three distinct states or conditions of development within a community. The initial condition is the “undeveloped state.” At this point the infrastructure may or may not be installed but none of the units in the development program have been platted. This condition exists when the infrastructure program is financed prior to any development. While the land is in an “undeveloped state,” special assessments will be assigned on an equal acre basis across all of the gross acreage within each phase, relative to the special assessment lien levied as identified within Exhibit “A” of this Master Report. Debt will not be solely assigned to properties

within each phase which have development rights but will be assigned to undevelopable properties to ensure integrity of development plans, rights and entitlements.

The second condition is “on-going development”. At this point, if not already in place, the installation of infrastructure has begun. Additionally, the development program has started to take shape. As lands subject to special assessments within each phase are platted and fully developed, they are assigned specific assessments in relation to the estimated benefit that each unit receives from the CIP, with the balance of the debt assigned on a per acre basis as described in the preceding paragraph. This generally describes the flow for a “first platted, first assigned basis” of assessments against product types per parcel, therefore each fully developed, platted unit would be assigned a par debt assessment as set forth in Table 7. It is not contemplated that any unassigned debt would remain once all of the lots associated with the improvements are platted and fully developed; if such a condition was to occur; the true-up provisions in section IX of this Master Report would be applicable.

The third condition is the “completed development state.” In this condition the entire development program for the District has been platted and the total par value of the Bonds has been assigned as specific assessments to each of the platted lots within each phase of the District based on the methodology described herein.

IX. TRUE-UP MODIFICATION

During the construction period of phases of development, it is possible that the number of residential units built may change, thereby necessitating a modification to the per unit allocation of assessment principal. In order to ensure the District’s debt does not build up on the unplatted land, the District shall apply the following test as outlined within this “true up methodology”.

The debt per acre remaining on the unplatted developable land within the District is never allowed to increase above its ceiling debt per acre. The ceiling level of debt per acre is calculated as the total amount of debt for each Bond issue divided by the number of developable acres encumbered by those Bonds. Thus, every time the test is applied, the debt encumbering the remaining un-platted developable acres must remain equal to, or lower than the ceiling level of debt per acre as established by Exhibit A.

True-up tests shall be performed upon the acceptance of each recorded plat submitted to subdivide developed lands within the District. If upon the completion of any true-up analyses it is found that the debt per gross acre exceeds the established maximum ceiling debt per acre, or there is not sufficient development potential in the remaining acreage in the District to produce the densities required to adequately service Bond debt, the District would require the immediate remittance of a density reduction payment, plus accrued interest as applicable in an amount sufficient to reduce the remaining debt per acre to the ceiling amount per acre, thus allow the remaining gross acreage to adequately service bond debt upon planned development. The final test shall be applied at the platting of 100% of the development units within each phase of the District. Should additional coverage be identified at or prior to the final true up as a result of changes in the development plan, the District

will reserve the right to either use excess to issue more debt or pay down the existing principal amounts within outstanding Bonds proportionally.

True-up payment provisions may be suspended if the landowner can demonstrate, to the reasonable satisfaction of the District and bondholders, that there is sufficient development potential in the remaining acreage within the District to produce the densities required to adequately service Bond debt. The Developer and District will enter into a true-up agreement to evidence the obligations described in this Section VIII.

All assessments levied run with the land and it is the responsibility of the District to enforce the true-up provisions and collect any required true-up payments due. The District will not release any liens on property for which true-up payments are due, until provision for such payment has been satisfactorily made.

X. ADDITIONAL STIPULATIONS

Inframark was retained by the District to prepare a methodology to fairly allocate the special assessments related to the District's CIP. Certain financing, development and engineering data was provided by members of District Staff and/or the Developer. The allocation Methodology described herein was based on information provided by those professionals. Inframark makes no representations regarding said information transactions beyond restatement of the factual information necessary for compilation of this report. For additional information on the Bond structure and related items, please refer to the Offering Statement associated with this transaction.

Inframark does not represent the District as a Municipal Advisor or Securities Broker nor is Inframark registered to provide such services as described in Section 15B of the Securities and Exchange Act of 1934, as amended. Similarly, Inframark does not provide the District with financial advisory services or offer investment advice in any form.

TABLE 1

| HILLCREST PRESERVE COMMUNITY DEVELOPMENT DISTRICT BUILDOUT COMMUNITY DEVELOPMENT PROGRAM COSTS | | | |
|--|-------------------------|-------------------------|-------------------------|
| DESCRIPTION | 2023-2024 PHASE 1 | 2025-2026 PHASE 2 | TOTAL PROJECT COSTS |
| Stormwater Management | \$ 10,512,438.00 | \$ 10,512,438.00 | \$ 21,024,876.00 |
| Utilities | \$ 8,852,578.00 | \$ 8,852,578.00 | \$ 17,705,156.00 |
| Roads (Includes ROW, Landscape/Hardscape | \$ 8,299,292.00 | \$ 8,299,292.00 | \$ 16,598,584.00 |
| Amnity, Parks & Recreation | \$ 2,080,023.00 | \$ 2,080,023.00 | \$ 4,160,046.00 |
| Off-Site Improvements | \$ 1,560,017.00 | \$ 1,560,017.00 | \$ 3,120,034.00 |
| Professional Fees, Permitting & Cointingency | \$ 4,695,652.00 | \$ 4,695,652.00 | \$ 9,391,304.00 |
| TOTAL | \$ 36,000,000.00 | \$ 36,000,000.00 | \$ 72,000,000.00 |

TABLE 2

| HILLCREST PRESERVE COMMUNITY DEVELOPMENT DISTRICT PLANNED DEVELOPMENT PROGRAM | | | | |
|---|----------|------------|--------------------------------|---------------|
| PRODUCT | LOT SIZE | UNITS | PER UNIT EAU ⁽²⁾ | TOTAL EAUs |
| Townhomes | N/A | 76 | 0.560 | 42.56 |
| Single Family | 40 | 256 | 0.800 | 204.80 |
| Single Family | 50 | 323 | 1.000 | 323.00 |
| Single Family | 60 | 147 | 1.200 | 176.40 |
| TOTAL | | 802 | | 746.76 |

⁽¹⁾ EAU factors assigned based on Product Type as identified by district engineer and do not reflect front footage of planned lots.

⁽²⁾ Any development plan changes will require recalculations pursuant to the true-up provisions within this report.

TABLE 3

| DEVELOPMENT PROGRAM COST/BENEFIT ANALYSIS | |
|---|-----------------|
| PROJECT COSTS | \$72,000,000 |
| TOTAL PROGRAM EAUS | 746.76 |
| TOTAL COST/BENEFIT | <u>\$96,417</u> |

Table 3 Notations:

1) Benefit is equal to or greater than cost as assigned per Equivalent Assessment Unit ("EAU") as described above.

TABLE 4

| DEVELOPMENT PROGRAM *NET* COST/BENEFIT ANALYSIS | | | | | |
|---|------------|---------------|---------------|---------------------|------------------|
| PRODUCT TYPE | EAU FACTOR | PRODUCT COUNT | EAUs | NET BENEFIT | |
| | | | | PER PRODUCT TYPE | PER PRODUCT UNIT |
| Townhomes | 0.560 | 76 | 42.56 | \$4,103,487 | \$53,993 |
| 40 | 0.800 | 256 | 204.80 | \$19,746,103 | \$77,133 |
| 50 | 1.000 | 323 | 323.00 | \$31,142,536 | \$96,417 |
| 60 | 1.200 | 147 | 176.40 | \$17,007,874 | \$115,700 |
| | | <u>802</u> | <u>746.76</u> | <u>\$72,000,000</u> | |

Table 4 Notations:

1) Table 4 determines only the anticipated construction cost, net of finance and other related costs.

TABLE 5

| CONSTRUCTION COST AND BENEFIT | | | | | | |
|-------------------------------|------------|---------------|---------------|--------------------|-------------------------------|----------------------|
| PRODUCT TYPE | EAU FACTOR | PRODUCT COUNT | EAUs | PERCENTAGE OF EAUs | TOTAL AMOUNT PER PRODUCT TYPE | TOTAL AMOUNT PER LOT |
| Townhomes | 0.560 | 76 | 42.56 | 5.7% | \$4,103,487 | \$53,993 |
| 40 | 0.800 | 256 | 204.80 | 27.4% | \$19,746,103 | \$77,133 |
| 50 | 1.000 | 323 | 323.00 | 43.3% | \$31,142,536 | \$96,417 |
| 60 | 1.200 | 147 | 176.40 | 23.6% | \$17,007,874 | \$115,700 |
| | | 802 | 746.76 | 100% | \$72,000,000 | |

| HILLCREST PRESERVE COMMUNITY DEVELOPMENT DISTRICT CDD ASSESSMENT ANALYSIS | | |
|---|-------|----------------------|
| FINANCING INFORMATION - FINANCING INFORMATION BOND SERIES | | |
| Coupon Rate ⁽¹⁾ | | 8.00% |
| Term (Years) | | 33 |
| Principal Amortization Installments | | 30 |
| ISSUE SIZE | | \$111,005,000 |
| Construction Fund | | \$72,000,000 |
| Capitalized Interest (Months) ⁽²⁾ | 36 | \$26,641,200 |
| Debt Service Reserve Fund | 100% | \$9,640,965 |
| Underwriter's Discount | 2.00% | \$2,220,100 |
| Cost of Issuance | | \$500,000 |
| Rounding | | \$2,735 |
| ANNUAL ASSESSMENT | | |
| Annual Debt Service (Principal plus Interest) | | \$9,640,965 |
| Collection Costs and Discounts @ | 6.00% | \$615,381 |
| TOTAL ANNUAL ASSESSMENT | | \$10,256,346 |
| ⁽¹⁾ Based on conservative interest rate, subject to change based on market conditions. | | |
| ⁽²⁾ Based on capitalized interest 36 months. | | |

TABLE 7

HILLCREST PRESERVE
COMMUNITY DEVELOPMENT DISTRICT
CDD ASSESSMENT ANALYSIS

| ALLOCATION METHODOLOGY - SERIES LONG TERM BONDS ⁽¹⁾ | | | | | | | | |
|--|----------|---------------|-------------|------------|--------------------|------------------------------|-----------------|------------------------------|
| PRODUCT | PER UNIT | TOTAL EAU's | % OF EAU's | UNITS | PRODUCT TYPE | | PER UNIT | |
| | | | | | TOTAL PRINCIPAL | ANNUAL ASSMT. ⁽²⁾ | TOTAL PRINCIPAL | ANNUAL ASSMT. ⁽²⁾ |
| Townhomes | 0.560 | 42.56 | 5.70% | 76 | \$6,326,494 | \$584,539 | \$83,243 | \$7,691 |
| Single Family 40' | 0.800 | 204.80 | 27.43% | 256 | \$30,443,280 | \$2,812,818 | \$118,919 | \$10,988 |
| Single Family 50' | 1.000 | 323.00 | 43.25% | 323 | \$48,013,572 | \$4,436,231 | \$148,649 | \$13,734 |
| Single Family 60' | 1.200 | 176.40 | 23.62% | 147 | \$26,221,654 | \$2,422,759 | \$178,379 | \$16,481 |
| TOTAL | | 746.76 | 100% | 802 | 111,005,000 | 10,256,346 | | |

⁽¹⁾ Allocation of total bond principal (i.e., assessment) based on equivalent assessment units. Individual principal and interest assessments calculated on a per unit basis. 36 month Capitalized Interest Period.

⁽²⁾ Includes principal, interest

EXHIBIT A

The maximum par amount of Bonds that may be borrowed by the District to pay for the public capital infrastructure improvements is \$111,005,000.00 payable in 30 annual installments of principal of \$16,305.25 per gross acre. The maximum par debt is \$187,736.77 per gross acre and is outlined below.

Prior to platting, the debt associated with the Capital Improvement Plan will initially be allocated on a per acre basis within the District. Upon platting, the principal and long term assessment levied on each benefited property will be allocated to platted lots and developed units in accordance with this Report.

| ASSESSMENT ROLL | | | |
|--|----------------------------------|------------------------|-------------------|
| TOTAL ASSESSMENT: | | \$111,005,000.00 | |
| ANNUAL ASSESSMENT: | | \$9,640,965.45 | (30 Installments) |
| TOTAL GROSS ASSESSABLE ACRES +/-: | | 591.28 | |
| TOTAL ASSESSMENT PER ASSESSABLE GROSS ACRE: | | \$187,736.77 | |
| ANNUAL ASSESSMENT PER GROSS ASSESSABLE ACRE: | | \$16,305.25 | (30 Installments) |
| Landowner Name, Hillsborough County Folio ID & Address | Gross Unplatted Assessable Acres | PER PARCEL ASSESSMENTS | |
| | | Total PAR Debt | Total Annual |
| EPG Hillcrest Holdings LLC | | | |
| 111 S Armenia Ave Ste 201, Tampa FL 33609 | | | |
| Tampa Florida, 33609 | | | |
| Folio: 01-25-19-0000-00100-0010 | 73.00 | \$13,704,784.54 | \$1,190,282.91 |
| Folio: 01-25-19-0000-00800-0000 | 25.00 | \$4,693,419.36 | \$407,631.13 |
| Folio: 06-25-20-0000-00400-0000 | 278.28 | \$52,243,389.60 | \$4,537,423.67 |
| Folio: 07-25-20-0000-00100-0111 | 167.50 | \$31,445,909.72 | \$2,731,128.59 |
| Folio: 12-25-19-0000-01200-0000 | 47.50 | \$8,917,496.79 | \$774,499.15 |
| Totals: | 591.28 | \$111,005,000.00 | \$9,640,965.45 |
| Notation: | | | |
| Assessments shown are net of collection cost | | | |

Description Sketch

(Not A Survey)

DESCRIPTION: A parcel of land lying in Sections 1 and 12, Township 25 South, Range 19 East and Sections 6 and 7, Township 25 South, Range 20 East, Pasco County, Florida, and being more particularly described as follows:


BEGIN at the Southeast corner of the Southeast 1/4 of Section 6, same being the Northeast corner of the Northeast 1/4 of Section 7; thence S. 02°04'26" W., along the Easterly boundary of aforementioned, Section 7, a distance of 799.50 feet thence leaving said Easterly boundary of aforementioned, Section 7, S. 89°59'38" W., a distance of 1191.61 feet; thence N.40°21'25" W., a distance of 210.01 feet; thence N.69°56'07" W., a distance of 186.01 feet; thence S. 18°34'38" W., a distance of 710.02 feet; thence S. 13°15'40" W., a distance of 269.02 feet; thence S. 29°48'43" W., a distance of 63.32 feet; thence S. 50°35'31" W., a distance of 909.69 feet; thence N.32°39'43" W., a distance of 749.15 feet; thence S. 89°54'40" W., a distance of 768.59 feet; thence S. 00°05'20" E., a distance of 961.30 feet to a point of intersection with the North Right-of-Way of STATE ROAD NO. 52, per Florida Department of Transportation Right-of-Way Map Section 14120-XXXX; thence S. 89°16'35" W., along said North Right-of-Way, a distance of 124.01 feet; thence leaving said North Right-of-Way, N.00°05'20" W., a distance of 962.68 feet; thence S. 89°54'40" W., a distance of 1377.01 feet to the Southeast corner of that certain property as described in Official Records Book 9546, Page 3713, of the Public Records of Pasco County, Florida; thence along the Easterly and Northerly boundary of said certain property the following two (2) courses; 1) N.00°26'05" E., a distance of 272.34 feet; 2) N.89°49'06" W., a distance of 1591.89 feet to a point of intersection with the Easterly Right-of-Way of BELLAMY BROTHERS BOULEVARD, according to Map Book 3, Pages 68 through 80, inclusive of the Public Records of Pasco County, Florida; thence along said Easterly Right-of-Way the following four (4) courses; 1) N.00°40'57" W., a distance of 1.47 feet; 2) N.00°12'50" W., a distance of 527.15 feet; 3) N.00°27'42" E., a distance of 647.79; 4) N.00°54'26" E., a distance of 147.21 feet to the Southwesterly corner of that certain property described in Official Records Book 8089, Page 1327, of the Public Records of Pasco County, Florida; thence along the Southerly, Easterly and Northerly boundary the following three (3) courses; 1) thence departing said Easterly Right-of-Way, S. 89°45'28" E., a distance of 798.33 feet; 2) N.00°19'40" E., a distance of 1327.30 feet; 3) S. 89°49'11" W., a distance of 798.84 feet to a point of intersection with said Easterly Right-of-Way of BELLAMY BROTHERS BOULEVARD; thence along said Easterly Right-of-Way the following four (4) courses; 1) N.00°18'40" E., a distance of 84.27 feet; 2) N.00°20'21" E., a distance of 682.49 feet; 3) N.00°23'09" E., a distance of 780.96 feet; 4) N.00°17'56" W., a distance of 325.33 feet to the Southwesterly corner of that certain property described in Official Records Book 5959, Page 179, of the Public Records of Pasco County, Florida; thence along the Southerly boundary of said certain property, the following thirteen (13) courses; 1) thence departing said Easterly Right-of-Way, N.79°02'48" E., a distance of 30.64 feet; 2) N.71°59'47" E., a distance of 78.56 feet; 3) N.69°26'40" E., a distance of 95.76 feet; 4) N.63°26'08" E., a distance of 100.24 feet; 5) N.78°30'14" E., a distance of 112.46 feet; 6) N.84°57'29" E., a distance of 127.51 feet; 7) S. 89°05'25" E., a distance of 117.69 feet; 8) S. 83°23'10" E., a distance of 129.75 feet; 9) N.87°47'52" E., a distance of 145.81 feet; 10) S. 89°59'59" E., a distance of 175.09 feet; 11) N.85°05'02" E., a distance of 174.36 feet; 12) N.82°01'13" E., a distance of 201.82 feet; 13) N.72°48'22" E., a distance of 144.08 feet to a point of intersection with the Easterly boundary of said certain property as described in Official Records Book 5959, Page 179, same being the Westerly boundary of the Northwest 1/4 of Section 6, Township 25 South, Range 20 East, Pasco County, Florida; thence N.00°16'21" E., along said Easterly boundary, same being said Westerly boundary of the Northwest 1/4 of aforementioned Section 6, a distance of 553.69 feet to the Southwesterly corner of that certain property as described in Official Records Book 8141, Page 1478 of the Public Records of Pasco County, Florida; thence S. 89°12'01" E., along said Southerly boundary and the Southerly boundary of that certain property as described in Official Records Book 7615, Page 1502 of the Public Records of Pasco County, Florida, a distance of 2634.90 feet; thence along said Southerly and Westerly boundary of said certain property the following five (5) courses 1) S. 00°57'46" W., a distance of 1322.64 feet; 2) S. 00°56'47" W., a distance of 1325.85 feet; 3) S. 89°11'06" E., a distance of 1313.40 feet; 4) thence S. 00°58'56" W., a distance of 1326.83 feet; 5) S. 89°07'51" E., a distance of 1312.58 feet to the **POINT OF BEGINNING**.

Containing 591.886 acres, more or less.

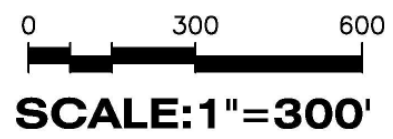
NOTES:

- 1) The bearings shown hereon are based on the boundary of the Northeast 1/4 of Section 7-25-20, having a Grid bearing of S. 02°04'26" W. The Grid Bearings as shown hereon refer to the State Plane Coordinate System, North American Horizontal Datum of 1983 (NAD 83-2011 Adjustment) for the West Zone of Florida.
- 2) Information shown hereon is not complete without accompanying sketch.
- 3) This document has been electronically signed and sealed pursuant to Rule 5J-17.062, Section 472.027 of the Florida Statutes. The seal appearing on this document was authorized by John D. Weigle, LS5246 on 12-16-2021.
- 4) Printed copies of this document are not considered signed and sealed and the signature must be verified on any electronic copies.

SEE SHEETS NO. 2 FOR SKETCH & NO. 3 FOR CURVE & LINE TABLES

| PROJECT: HILLCREST CDD | | | Prepared For: EISENHOWER PROPERTY GROUP | | | | | | | | | | | | | | | | | | | | | | | |
|---|----------------|-----------------|---|-------------|----------|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|
| PHASE: Description & Sketch | | | Digitally signed by John D. Weigle Date: 2021.12.16 12:35:58 -05'00' John D. Weigle FLORIDA PROFESSIONAL SURVEYOR & MAPPER NO. LS5246 | | | | | | | | | | | | | | | | | | | | | | | |
| DRAWN: CRF | DATE: 12/10/21 | CHECKED BY: MHC | | | | | | | | | | | | | | | | | | | | | | | | |
| REVISIONS <table border="1"> <thead> <tr> <th>DATE</th> <th>DESCRIPTION</th> <th>DRAWN BY</th> </tr> </thead> <tbody> <tr><td> </td><td> </td><td> </td></tr> <tr><td> </td><td> </td><td> </td></tr> <tr><td> </td><td> </td><td> </td></tr> <tr><td> </td><td> </td><td> </td></tr> <tr><td> </td><td> </td><td> </td></tr> <tr><td> </td><td> </td><td> </td></tr> </tbody> </table> | | | DATE | DESCRIPTION | DRAWN BY | | | | | | | | | | | | | | | | | | | 213 Hobbs Street Tampa, Florida 33619 Phone: (813) 248-8888 Licensed Business No.: 1B 7768  | | |
| DATE | DESCRIPTION | DRAWN BY | | | | | | | | | | | | | | | | | | | | | | | | |
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01 of 03



213 Hobbs Street
Tampa, Florida 33619
Phone: (813) 248-8888
Licensed Business No.: LB 7768


GeoPoint
Surveying, Inc.

Description Sketch (Not A Survey)

| LINE DATA TABLE | | |
|-----------------|---------------|----------|
| NO. | BEARING | LENGTH |
| L1 | S 02°04'26" W | 799.50' |
| L2 | S 89°59'38" W | 1191.61' |
| L3 | N 40°21'25" W | 210.01' |
| L4 | N 69°56'07" W | 186.01' |
| L5 | S 18°34'38" W | 710.02' |
| L6 | S 13°15'40" W | 269.02' |
| L7 | S 29°48'43" W | 63.32' |
| L8 | S 50°35'31" W | 909.69' |
| L9 | N 32°39'43" W | 749.15' |
| L10 | S 89°54'40" W | 768.59' |
| L11 | S 00°05'20" E | 961.30' |
| L12 | S 89°16'35" W | 124.01' |
| L13 | N 00°05'20" W | 962.68' |
| L14 | S 89°54'40" W | 1377.01' |
| L15 | N 00°26'05" E | 272.34' |
| L16 | N 89°49'06" W | 1591.89' |
| L17 | N 00°40'57" W | 1.47' |
| L18 | N 00°12'50" W | 527.15' |
| L19 | N 00°27'42" E | 647.79' |
| L20 | N 00°54'26" E | 147.21' |

| LINE DATA TABLE | | |
|-----------------|---------------|----------|
| NO. | BEARING | LENGTH |
| L21 | S 89°45'28" E | 798.33' |
| L22 | N 00°19'40" E | 1327.30' |
| L23 | S 89°49'11" W | 798.84' |
| L24 | N 00°18'40" E | 84.27' |
| L25 | N 00°20'21" E | 682.49' |
| L26 | N 00°23'09" E | 780.96' |
| L27 | N 00°17'56" W | 325.33' |
| L28 | N 79°02'48" E | 30.64' |
| L29 | N 71°59'47" E | 78.56' |
| L30 | N 69°26'40" E | 95.76' |
| L31 | N 63°26'08" E | 100.24' |
| L32 | N 78°30'14" E | 112.46' |
| L33 | N 84°57'29" E | 127.51' |
| L34 | S 89°05'25" E | 117.69' |
| L35 | S 83°23'10" E | 129.75' |
| L36 | N 87°47'52" E | 145.81' |
| L37 | S 89°59'59" E | 175.59' |
| L38 | N 85°05'02" E | 174.36' |
| L39 | N 82°01'13" E | 201.82' |
| L40 | N 72°48'22" E | 144.08' |

| LINE DATA TABLE | | |
|-----------------|---------------|----------|
| NO. | BEARING | LENGTH |
| L41 | N 00°16'21" E | 553.69' |
| L42 | S 89°12'01" E | 2634.90' |
| L43 | S 00°57'46" W | 1322.64' |
| L44 | S 00°56'47" W | 1325.85' |
| L45 | S 89°11'06" E | 1313.40' |
| L46 | S 00°58'56" W | 1326.83' |
| L47 | S 89°07'51" E | 1312.58' |

SEE SHEETS NO. 1 FOR DESCRIPTION &
SURVEYORS NOTES & NO. 2 FOR SKETCH

213 Hobbs Street
Tampa, Florida 33619
Phone: (813) 248-8888
Licensed Business No.: LB 7768



RESOLUTION 2023-35

A RESOLUTION OF THE BOARD OF SUPERVISORS OF HILLCREST PRESERVE COMMUNITY DEVELOPMENT DISTRICT CANVASSING AND CERTIFYING THE RESULTS OF THE LANDOWNER’S ELECTION OF SUPERVISORS HELD PURSUANT TO SECTION 190.006(2), FLORIDA STATUTES, ADDRESSING SEAT NUMBER DESIGNATIONS ON THE BOARD OF SUPERVISORS, AND PROVIDING AN EFFECTIVE DATE.

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

WHEREAS, pursuant to Section 190.006(2), Florida Statutes, a landowners meeting is required to be held following the creation of a community development district for the purpose of electing supervisors of the District; and

WHEREAS, following proper publication and notice thereof, on September 19, 2023 the owners of land within the District held a meeting for the purpose of electing supervisors to the District’s Board of Supervisors (“Board”); and

WHEREAS, at the September 19, 2023, meeting, the below-recited persons were duly elected by virtue of the votes cast in their respective favor; and

WHEREAS, the Board, by means of this Resolution, desires to canvas the votes, declare and certify the results of the landowner’s election, and announce the Board Members, and seat number designations on the Board.

NOW THEREFORE BE IT RESOLVED BY THE BOARD OF SUPERVISORS OF HILLCREST PRESERVE COMMUNITY DEVELOPMENT DISTRICT:

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

SECTION 2. The following persons are found, certified, and declared to have been duly elected as Supervisors of and for the District, having been elected by the votes cast in their favor as shown to wit:

| | | |
|--------|-------|--------------|
| Seat 1 | _____ | Votes: _____ |
| Seat 2 | _____ | Votes: _____ |
| Seat 3 | _____ | Votes: _____ |
| Seat 4 | _____ | Votes: _____ |
| Seat 5 | _____ | Votes: _____ |

SECTION 3. In accordance with Section 190.006(2), Florida Statutes, and by virtue of the number of votes cast for the respective Supervisors, they are declared to have been elected for the following terms of office:

| | | |
|--------|-------|--------------|
| Seat 1 | _____ | Years: _____ |
| Seat 2 | _____ | Years: _____ |
| Seat 3 | _____ | Years: _____ |
| Seat 4 | _____ | Years: _____ |
| Seat 5 | _____ | Years: _____ |

SECTION 4. Said terms of office commenced on September 19, 2023.

SECTION 5. If any provision of this Resolution is held to be illegal or invalid, the other provisions shall remain in full force and effect. To the extent the provisions of this Resolution conflict with the provisions of any other resolution of the District, the provisions of this Resolution shall prevail.

PASSED AND ADOPTED THIS 19TH DAY OF September 2023.

ATTEST:

**HILLCREST PRESERVE COMMUNITY
DEVELOPMENT DISTRICT**

Print Name: _____
Secretary/ Assistant Secretary

Print Name: _____
Chair/ Vice Chair of the Board of Supervisors

RESOLUTION 2023-36

**A RESOLUTION OF THE BOARD OF SUPERVISORS
DESIGNATING THE OFFICERS OF HILLCREST PRESERVE
COMMUNITY DEVELOPMENT DISTRICT AND PROVIDING
FOR AN EFFECTIVE DATE.**

WHEREAS, Hillcrest Preserve Community Development District (the “District”), is a local unit of special-purpose government created and existing pursuant to Chapter 190, Florida Statutes, being situated entirely within the County of Pasco; and

WHEREAS, pursuant to Section 190.006(2), Florida Statutes, a landowners meeting was held for the purpose of electing supervisors of the District; and

WHEREAS, the Board of Supervisors (hereinafter the “Board”) now desires to designate the Officers of the District per F.S. 190.006(6).

**NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF
SUPERVISORS OF HILLCREST PRESERVE COMMUNITY
DEVELOPMENT DISTRICT:**

1. The following persons are elected to the offices shown to wit:

| | |
|-----------------------|---------------------|
| _____ | Chairman |
| _____ | Vice-Chairman |
| <u>Brian Lamb</u> | Secretary |
| <u>Eric Davidson</u> | Treasurer |
| <u>Angie Grunwald</u> | Assistant Treasurer |
| _____ | Assistant Secretary |
| _____ | Assistant Secretary |
| _____ | Assistant Secretary |
| _____ | Assistant Secretary |

2. This Resolution shall become effective immediately upon its adoption.

PASSED AND ADOPTED THIS 19TH DAY OF September 2023.

ATTEST:

**HILLCREST PRESERVE COMMUNITY
DEVELOPMENT DISTRICT**

Print Name: _____
Secretary/ Assistant Secretary

Print Name: _____
Chair/ Vice Chair of the Board of Supervisors

SEPTEMBER 2023

Hillcrest Preserve Community Development District

RFQ for Continuing Engineering Services



PREPARED BY:



August 28, 2023

District Manager
Hillcrest Preserve Community Development District
2005 Pan Am Circle, Suite 300
Tampa, Florida 33607



Re: The Hillcrest Preserve Community Development District – Engineering Services

Dear Selection Committee,

Lighthouse Engineering (LHE) submits this proposal for professional services with a strong interest in entering a partnership with The Hillcrest Preserve Community Development District (CDD) as your **District Engineer**. LHE is a multi-discipline civil/site engineering firm with three senior professional engineers and affiliates who are highly qualified for this work. Eight (8) copies of Standard Form No. 330 and Letter of Interest are included in this proposal.

Lighthouse Engineering
has professionals
experienced with CDD
operations.

Lighthouse Engineering (LHE) provided engineering services for Meadow Pointe II CDD in Wesley Chapel, Florida with Bob Nanni is the District Manager. We are currently serving as District Engineer for Harbor Bay Community Development District in Hillsborough County, Florida with Jordan Lansford as District Manager, and Asturia Community Development District in Pasco County, Florida with Tish Dobson as District Manager.

WHY HIRE LHE? Quite simply, we offer the best value for our professional services. LHE is an engineering firm with very competitive overhead and the highest quality standards. Our engineers have a combined experience of over 100 years and this knowledge allows us to examine, evaluate and quickly solve both complex and minor tasks. We feel this knowledge provides the best value for our clients.

LHE provides this value through having executive/ senior professionals that are highly qualified for their work. In addition, our operations run efficiently through purchasing and acquiring the same or greater IT infrastructure and office equipment utilized by our competitors and placing them in home offices. As the District Engineer, we would adopt a **safety-first approach**. We will protect the safety of the community first and foremost. We will support the **economic** interests of the community through adhering to capital budgeting requirements. For our part, we commit that we will provide the engineering services for the CDD in accordance with the budget.

WHY IS THIS IMPORTANT TO THE CDD? It means that our engineering work is easily bid by contractors and produces regular low bids for work. Also, Design-Build projects typically have zero change orders. This allows the CDD to finish more work with fewer financial and management resources.

If you wish to discuss our abilities further, we will welcome the opportunity to meet face to face with you.

If you have any additional questions, please let us know.

Sincerely,

**Brad Foran, PE
Lighthouse Engineering, Inc.**

Lighthouse Engineering, Inc.
701 Enterprise Road East, Suite 410
Safety Harbor, FL 34695
727-726-7856 (office) 727-683-9848 (fax)

ARCHITECT – ENGINEER QUALIFICATIONS

PART I – CONTRACT SPECIFIC QUALIFICATIONS

A. CONTRACT INFORMATION

1. TITLE AND LOCATION (City and State)

The Hillcrest Preserve Community Development District – Professional Engineering Services – continuous contract

2. PUBLIC NOTICE DATE
August 28, 2023

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. <input type="checkbox"/> CHECK IF BRANCH OFFICE | 701 Enterprise Road East Suite 410 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 | | |

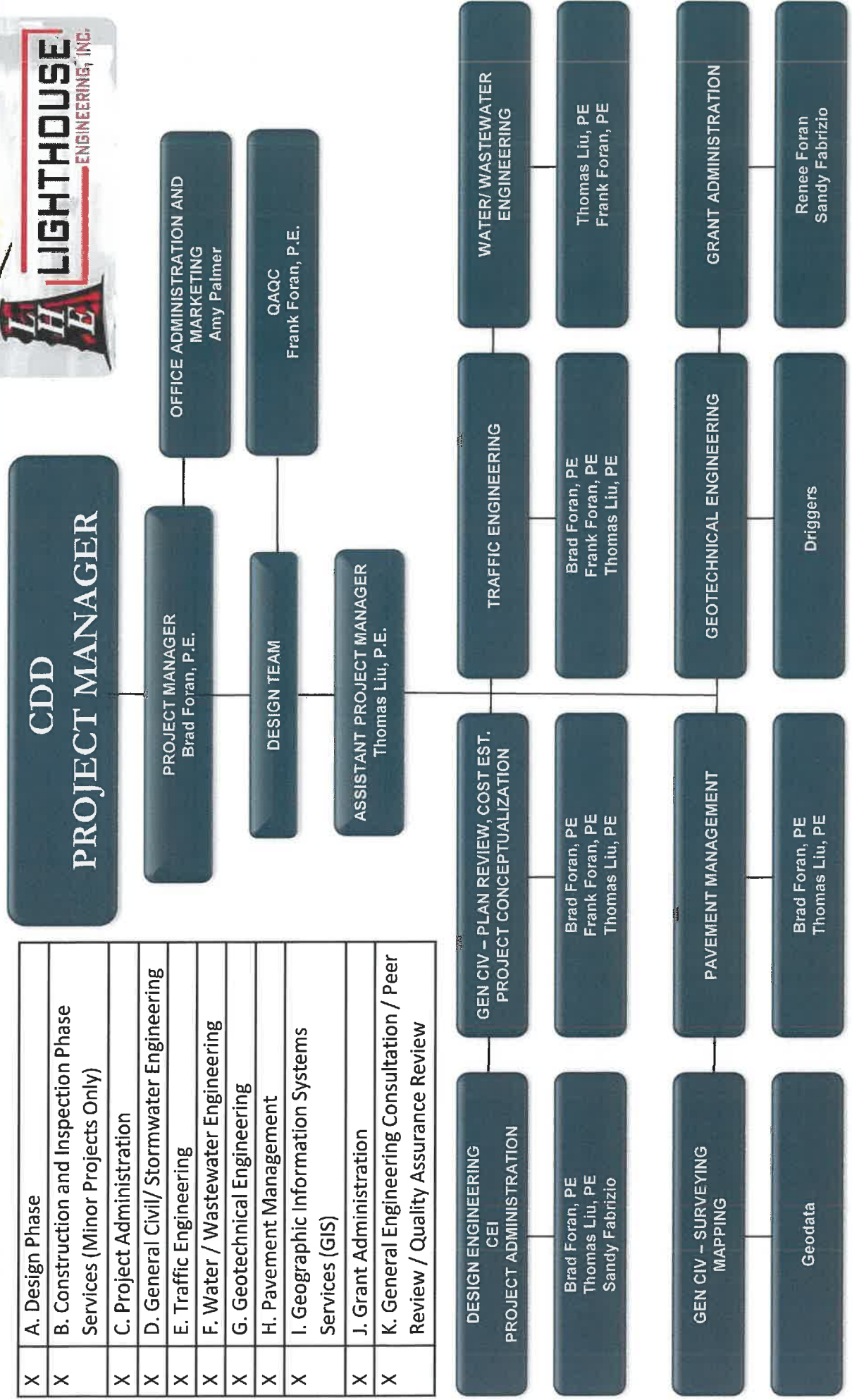
D. ORGANIZATIONAL CHART OF PROPOSED TEAM

[X] (Attached)

ORGANIZATIONAL CHART



| | |
|---|--|
| X | A. Design Phase |
| X | B. Construction and Inspection Phase Services (Minor Projects Only) |
| X | C. Project Administration |
| X | D. General Civil/ Stormwater Engineering |
| X | E. Traffic Engineering |
| X | F. Water / Wastewater Engineering |
| X | G. Geotechnical Engineering |
| X | H. Pavement Management |
| X | I. Geographic Information Systems Services (GIS) |
| X | J. Grant Administration |
| X | K. General Engineering Consultation / Peer Review / Quality Assurance Review |



E. RESUMES OF KEY PERSONNEL PROPOSED FOR THIS CONTRACT

(Complete one Section E for each key person.)

| | | | | | |
|--|--|---|--|----------------|----------------------------|
| 12. NAME Bradley S. Foran, P.E. | 13. ROLE IN THIS CONTRACT Project Manager | 14. YEARS EXPERIENCE <table border="1"> <tr> <td>a. TOTAL 27</td> <td>b. WITH CURRENT FIRM 17</td> </tr> </table> | | a. TOTAL 27 | b. WITH CURRENT FIRM 17 |
| a. TOTAL 27 | b. WITH CURRENT FIRM 17 | | | | |
| 15. FIRM NAME AND LOCATION (City and State) Lighthouse Engineering, Inc. Safety Harbor, FL | | | | | |
| 16. EDUCATION (DEGREE AND SPECIALIZATION) B.S.C.E. / Civil Engineering | 17. CURRENT PROFESSIONAL REGISTRATION (STATE AND DISCIPLINE) Professional Engineer: Florida, 1998, #52634 | | | | |
| 18. OTHER PROFESSIONAL QUALIFICATIONS (Publications, Organizations, Training, Awards, etc.) FDOT Training / Contract Estimating System, Access Mgmt Guidelines for Project Development, Basic Lighting and Electricity, Advanced Work Zone Traffic Control Course, Specifications, Electronic Submittal | | | | | |

19. RELEVANT PROJECTS

| (1) TITLE AND LOCATION (City and State) | (2) YEAR COMPLETED | |
|---|--|------------------------------|
| | PROFESSIONAL SERVICES | CONSTRUCTION (If Applicable) |
| (1) TITLE AND LOCATION (City and State) Meadow Pointe II CDD – Wesley Chapel, Florida | 2021 | |
| (3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE a. EOR for the gen. 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 the existing facilities that include the 2500 SF club house, pool, multipurpose courts and all of their existing wholly owned and operated infrastructure. 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 engaged in the reissuance of bonds for the CDD that totaled more than ten million dollars and upgraded the existing infrastructure and produced monies for future expansion of the community facilities. As the GEC for the CDD, he was responsible to the CDD for all its engineering needs. | <input checked="" type="checkbox"/> Check if project performed with current firm | |
| (1) TITLE AND LOCATION (City and State) City of Clearwater – Bayshore Blvd. multi-use path | 2016 | |
| (3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE b. Project Manager for the design of a new 10-foot-wide multi use path on the east side of Bayshore Blvd. Beginning at the Ream Wilson Trail Crossing and continuing to Bayshore Blvd's Tee into SR 60. This new trail will be the final link between Pinellas and Hillsborough County. The Bayshore Trail will interconnect the Friendship Trail and the Pinellas Trail that extends throughout Pinellas County. Extensive permits were required with a full Southwest Florida Water Management District (SWFWMD) ERP and US Army Core of Engineering Nationwide #14 permits. | <input checked="" type="checkbox"/> Check if project performed with current firm | |
| (1) TITLE AND LOCATION (City and State) City of Tampa – Hawthorne Road from MacDill to Bayshore Blvd. Improvements | 2021 | |
| (3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE c. Project Manager and EOR for the design services for the Hawthorne Rd between Bayshore Blvd. and MacDill Ave. improvements. Project included saving the existing Oak trees, eliminating ponding on roadways, reprofiling of Hawthorne Road, removal of portions of the curb, and placement of curb inlets. | <input checked="" type="checkbox"/> Check if project performed with current firm | |
| (1) TITLE AND LOCATION (City and State) City of Tampa – Howard Ave-Dekle Ave-De Soto Ave Improvements | 2015 | 2019 |
| (3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE d. Project Manager and EOR for intersection redesign to improve the ADA access and operational maneuvering of this three-way intersection. Coordinated with the public and have assisted with the City for the Howard Ave corridor. (\$110,000) | <input checked="" type="checkbox"/> Check if project performed with current firm | |
| (1) TITLE AND LOCATION (City and State) I-275 / SR 93 Bus on Shoulder from Alt US 19/SR595/5th 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 e. 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 38th Ave. N. and 54th 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. | <input checked="" type="checkbox"/> Check if project performed with current firm | |

E. RESUMES OF KEY PERSONNEL PROPOSED FOR THIS CONTRACT

(Complete one Section E for each key person.)

| | | | | | |
|---|--|--|--|----------------|----------------------------|
| 12. NAME Thomas Liu, P.E. | 13. ROLE IN THIS CONTRACT Project Engineering and Environmental Permitting | 11. YEARS EXPERIENCE <table border="1"> <tr> <td>a. TOTAL 22</td> <td>b. WITH CURRENT FIRM 12</td> </tr> </table> | | a. TOTAL 22 | b. WITH CURRENT FIRM 12 |
| a. TOTAL 22 | b. WITH CURRENT FIRM 12 | | | | |
| 15. FIRM NAME AND LOCATION (City and State) Lighthouse Engineering, Inc., Safety Harbor, FL | | | | | |
| 16. EDUCATION (DEGREE AND SPECIALIZATION) B.S.C.E./1994/Civil Engineering | | 17. CURRENT PROFESSIONAL REGISTRATION (STATE AND DISCIPLINE) Professional Engineer: Florida, 2000, #58258 | | | |
| 18. OTHER PROFESSIONAL QUALIFICATIONS (Publications, Organizations, Training, Awards, etc.) FDOT Training: Project Management, Drainage, HY-8, AdICPR, HydroCAD, erosion control, Advanced Traffic Control, Specifications, Electronic Submittals | | | | | |

19. RELEVANT PROJECTS

| (1) TITLE AND LOCATION (City and State) FDOT District 7 – Withlacoochee Trail from Hernando County Line to Marion County Line – Citrus County, FL | (2) YEAR COMPLETED | |
|--|--|------------------------------|
| | PROFESSIONAL SERVICES 2020 | CONSTRUCTION (If Applicable) |
| a. (3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE 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 | <input checked="" type="checkbox"/> Check if project performed with current firm | |
| (1) TITLE AND LOCATION (City and State) City of Clearwater, FL – Bayshore Blvd – Urban Multi Use Trail | (2) YEAR COMPLETED | |
| | PROFESSIONAL SERVICES 2015 | CONSTRUCTION (If Applicable) |
| b. (3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE Project Engineer 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 | <input checked="" type="checkbox"/> Check if project performed with current firm | |
| (1) TITLE AND LOCATION (City and State) Tampa Hillsborough Expressway Authority, Selmon Greenway – Tampa, FL | (2) YEAR COMPLETED | |
| | PROFESSIONAL SERVICES 2013 | CONSTRUCTION (If Applicable) |
| c. (3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE Project Engineer 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 th Street. | <input checked="" type="checkbox"/> Check if project performed with current firm | |
| (1) TITLE AND LOCATION (City and State) US 41/ SR45/S. 50th St from Denver St. to N. of 27th Ave. S., Pinellas County, FL | (2) YEAR COMPLETED | |
| | PROFESSIONAL SERVICES 2021 | CONSTRUCTION (If Applicable) |
| d. (3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE 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. | <input type="checkbox"/> Check if project performed with current firm | |
| (1) TITLE AND LOCATION (City and State) City of Tampa General Engineering Services – Howard and Dekle Ave. Tampa, FL | (2) YEAR COMPLETED | |
| | PROFESSIONAL SERVICES 2020 | CONSTRUCTION (If Applicable) |
| e. (3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE Project Engineer 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. | <input checked="" type="checkbox"/> Check if project performed with current firm | |

E. RESUMES OF KEY PERSONNEL PROPOSED FOR THIS CONTRACT

(Complete one Section E for each key person.)

| | | | | | | | |
|--|--|--|--|----------|----------------------|----|----|
| 12. NAME Frank. Foran, P.E. | 13. ROLE IN THIS CONTRACT Project Manager | 14. YEARS EXPERIENCE <table border="1"> <tr> <td>a. TOTAL</td> <td>b. WITH CURRENT FIRM</td> </tr> <tr> <td>48</td> <td>17</td> </tr> </table> | | a. TOTAL | b. WITH CURRENT FIRM | 48 | 17 |
| a. TOTAL | b. WITH CURRENT FIRM | | | | | | |
| 48 | 17 | | | | | | |
| 15. FIRM NAME AND LOCATION (City and State) Lighthouse Engineering, Inc. Safety Harbor, FL | | | | | | | |
| 16. EDUCATION (DEGREE AND SPECIALIZATION) B.S.C.E. / Civil Engineering | | 17. CURRENT PROFESSIONAL REGISTRATION (STATE AND DISCIPLINE) Professional Engineer: Florida, #11635 | | | | | |
| 18. OTHER PROFESSIONAL QUALIFICATIONS (Publications, Organizations, Training, Awards, etc.) Affiliations: Florida Engineering Society, American Society of Civil Engineers, American Society of Highway Engineers | | | | | | | |

19. RELEVANT PROJECTS

| | (2) YEAR COMPLETED |
|--|--|
| (1) TITLE AND LOCATION (City and State) | PROFESSIONAL SERVICES CONSTRUCTION (If Applicable) |
| FDOT District 7 – Withlacoochee Trail from Hernando County Line to Marion County Line – Citrus County, FL | 2020 |
| a. (3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE 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. | <input checked="" type="checkbox"/> Check if project performed with current firm |
| (1) TITLE AND LOCATION (City and State) City of Clearwater, FL – Bayshore Blvd – Urban Multi Use Trail | 2015 |
| b. (3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE 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. | <input checked="" type="checkbox"/> Check if project performed with current firm |
| (1) TITLE AND LOCATION (City and State) Tampa Hillsborough Expressway Authority, Selmon Greenway – Tampa, FL | 2013 |
| c. (3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE 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 th Street. | <input checked="" type="checkbox"/> Check if project performed with current firm |
| (1) TITLE AND LOCATION (City and State) US 41/ SR45/S. 50th St from Denver St. to N. of 27th Ave. S., Pinellas County, FL | 2021 |
| d. (3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE 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. | <input checked="" type="checkbox"/> Check if project performed with current firm |
| (1) TITLE AND LOCATION (City and State) City of Tampa General Engineering Services – Howard and Dekle Ave. Tampa, FL | 2020 |
| e. (3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE 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. | <input checked="" type="checkbox"/> Check if project performed with current firm |

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| F. EXAMPLE PROJECTS WHICH BEST ILLUSTRATE PROPOSED TEAM'S QUALIFICATIONS FOR THIS CONTRACT <i>(Present as many projects as requested by the agency, or 10 projects, if not specified. Complete one Section F for each project.)</i> | | 20. EXAMPLE PROJECT KEY NUMBER |
| 21. TITLE AND LOCATION (City and State) Harbor Bay Community Development District, Apollo Beach FL | | 22. YEAR COMPLETED PROFESSIONAL SERVICES ongoing CONSTRUCTION (If applicable) |
| 23. PROJECT OWNER'S INFORMATION | | |
| a. PROJECT OWNER Harbor Bay Community Development District | b. POINT OF CONTACT NAME Jordan Lansford | c. POINT OF CONTACT TELEPHONE NUMBER 813-728-6062 |
| 24. BRIEF DESCRIPTION OF PROJECT AND RELEVANCE TO THIS CONTRACT <i>(Include scope, size, and cost)</i> | | |

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.

| 25. FIRMS FROM SECTION C INVOLVED WITH THIS PROJECT | | | |
|---|---|---|------------------------|
| a. | (1) FIRM NAME Lighthouse Engineering, Inc. | (2) FIRM LOCATION (City and State) Safety Harbor, FL | (3) ROLE Consultant |
| b. | (1) FIRM NAME | (2) FIRM LOCATION (City and State) | (3) ROLE |
| c. | (1) FIRM NAME | (2) FIRM LOCATION (City and State) | (3) ROLE |
| d. | (1) FIRM NAME | (2) FIRM LOCATION (City and State) | (3) ROLE |
| e. | (1) FIRM NAME | (2) FIRM LOCATION (City and State) | (3) ROLE |
| f. | (1) FIRM NAME | (2) FIRM LOCATION (City and State) | (3) ROLE |

| | | |
|---|--|---|
| F. EXAMPLE PROJECTS WHICH BEST ILLUSTRATE PROPOSED TEAM'S QUALIFICATIONS FOR THIS CONTRACT <i>(Present as many projects as requested by the agency, or 10 projects, if not specified. Complete one Section F for each project.)</i> | | 20. EXAMPLE PROJECT KEY NUMBER 2 |
| 21. TITLE AND LOCATION <i>(City and State)</i> BayShore Boulevard – Urban Multi-Use Trail City of Clearwater, FL | | 22. YEAR COMPLETED PROFESSIONAL SERVICES 2015 |
| | | CONSTRUCTION <i>(If applicable)</i> |

23. PROJECT OWNER'S INFORMATION

| | | |
|--|--|--|
| a. PROJECT OWNER City of Clearwater | b. POINT OF CONTACT NAME Leroy chin | c. POINT OF CONTACT TELEPHONE NUMBER 727-562-4856 |
|--|--|--|

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

The project scope was for the design of a new multi-use path along the east side of Bayshore Boulevard with 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 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 and 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 of the improvements. Project cost was 1 million dollars.



Before



After

25. FIRMS FROM SECTION C INVOLVED WITH THIS PROJECT

| | | | |
|----|---|--|------------------------|
| a. | (1) FIRM NAME Lighthouse Engineering, Inc. | (2) FIRM LOCATION <i>(City and State)</i> Safety Harbor, FL | (3) ROLE Consultant |
| b. | (1) FIRM NAME | (2) FIRM LOCATION <i>(City and State)</i> | (3) ROLE |
| c. | (1) FIRM NAME | (2) FIRM LOCATION <i>(City and State)</i> | (3) ROLE |
| d. | (1) FIRM NAME | (2) FIRM LOCATION <i>(City and State)</i> | (3) ROLE |
| e. | (1) FIRM NAME | (2) FIRM LOCATION <i>(City and State)</i> | (3) ROLE |
| f. | (1) FIRM NAME | (2) FIRM LOCATION <i>(City and State)</i> | (3) ROLE |

| | | |
|---|---|---|
| F. EXAMPLE PROJECTS WHICH BEST ILLUSTRATE PROPOSED TEAM'S QUALIFICATIONS FOR THIS CONTRACT <i>(Present as many projects as requested by the agency, or 10 projects, if not specified. Complete one Section F for each project.)</i> | | 20. EXAMPLE PROJECT KEY NUMBER 3 Contract # E7R25 |
| 21. TITLE AND LOCATION <i>(City and State)</i> FDOT District 7 – Withlacoochee Trail from Hernando County Line to Marion County Line Citrus County - Florida | | 22. YEAR COMPLETED PROFESSIONAL SERVICES 2020 |
| 23. PROJECT OWNER'S INFORMATION | | |
| a. PROJECT OWNER FDOT District 7 | b. POINT OF CONTACT NAME Kevin Lee, P.E. | c. POINT OF CONTACT TELEPHONE NUMBER 813-975-6272 |
| 24. BRIEF DESCRIPTION OF PROJECT AND RELEVANCE TO THIS CONTRACT <i>(Include scope, size, and cost)</i> | | |

The Withlacoochee State Trail is a shared use path that connects Pasco, Hernando and Citrus Counties. This trail is 46 miles long. The improvements proposed consisted of rehabilitating segment of the Trail that were experiencing pavement failure. Parts of the existing trail were raised approximately 1.5 to 3 inches to above existing grade to minimize standing water. Signing and pavement markings along with the installation of Rectangular Rapid Flashing Beacon (RRFB) was installed for pedestrian safety at the trail crossing at CR 48 East Orange Avenue.

Responsible for the coordination of survey, geotechnical investigation, design, preparation of all documentation related to the acquisition of all permits not acquired by the Department, maintenance of traffic, demolition, and construction on or before the Project completion date, and utility relocations. Also responsible for the compliance with Design and Construction Criteria regarding survey, design, construction, and maintenance of traffic during construction, project management, scheduling, and coordination with other agencies and entities such as state and local government, utilities and public.

| 25. FIRMS FROM SECTION C INVOLVED WITH THIS PROJECT | | | |
|---|---|--|------------------------|
| a. | (1) FIRM NAME Lighthouse Engineering, Inc. | (2) FIRM LOCATION <i>(City and State)</i> Safety Harbor, FL | (3) ROLE Consultant |
| b. | (1) FIRM NAME | (2) FIRM LOCATION <i>(City and State)</i> | (3) ROLE |
| c. | (1) FIRM NAME | (2) FIRM LOCATION <i>(City and State)</i> | (3) ROLE |
| d. | (1) FIRM NAME | (2) FIRM LOCATION <i>(City and State)</i> | (3) ROLE |
| e. | (1) FIRM NAME | (2) FIRM LOCATION <i>(City and State)</i> | (3) ROLE |
| f. | (1) FIRM NAME | (2) FIRM LOCATION <i>(City and State)</i> | (3) ROLE |

| | | |
|---|---|---|
| F. EXAMPLE PROJECTS WHICH BEST ILLUSTRATE PROPOSED TEAM'S QUALIFICATIONS FOR THIS CONTRACT <i>(Present as many projects as requested by the agency, or 10 projects, if not specified. Complete one Section F for each project.)</i> | | 20. EXAMPLE PROJECT KEY NUMBER 4 21717 |
| 21. TITLE AND LOCATION <i>(City and State)</i> US 41 / SR 45/ S. 50 th St. from Denver St to N. of 27 th Ave. S. Hillsborough, Florida | | 22. YEAR COMPLETED PROFESSIONAL SERVICES 2021 CONSTRUCTION <i>(if applicable)</i> |
| 23. PROJECT OWNER'S INFORMATION | | |
| a. PROJECT OWNER FDOT District 7 | b. POINT OF CONTACT NAME Pia Cormier | c. POINT OF CONTACT TELEPHONE NUMBER 813-975-6176 |
| 24. BRIEF DESCRIPTION OF PROJECT AND RELEVANCE TO THIS CONTRACT <i>(Include scope, size, and cost)</i> | | |

US 41/SR 45/S. 50th St., from Denver St. to north of 27th Ave. S., is classified as an urban principal arterial on the State Highway System with a context classification designated as C3C -Suburban Commercial roadway. Cracking was identified throughout the existing roadway. To extend the life of the existing pavement, the proposal called for the milling and resurfacing of US 41 from Denver St. to north of 27th Ave. S. for a total project length of 1.100 miles. The project also included upgrading curb ramps to meet current ADA standards and perform general safety modification works. There was an existing railroad crossing at US 41 that required coordination through the District Rail Office.

Due to heavy truck traffic and narrow outside thru lane width of the roadway, the existing curb and gutter inlet tops were damaged. Structurally deficient drainage structures were evaluated for repair and/or replacement throughout the project limits.

LHE prepared contract documents including plans, specification, supporting engineering analysis, calculation and other technical documents.

FIRMS FROM SECTION C INVOLVED WITH THIS PROJECT

| | | | |
|----|--|--|---|
| a. | (1) FIRM NAME Lighthouse Engineering, Inc. | (2) FIRM LOCATION <i>(City and State)</i> Safety Harbor, FL | (3) ROLE Prime Consultant |
| b. | (1) FIRM NAME Bala Consulting Services, LLC | (2) FIRM LOCATION <i>(City and State)</i> Tampa, FL | (3) ROLE Signing and pavement markings |
| c. | (1) FIRM NAME | (2) FIRM LOCATION <i>(City and State)</i> | (3) ROLE |
| d. | (1) FIRM NAME | (2) FIRM LOCATION <i>(City and State)</i> | (3) ROLE |
| e. | (1) FIRM NAME | (2) FIRM LOCATION <i>(City and State)</i> | (3) ROLE |
| f. | (1) FIRM NAME | (2) FIRM LOCATION <i>(City and State)</i> | (3) ROLE |

| | | |
|---|---|---|
| F. EXAMPLE PROJECTS WHICH BEST ILLUSTRATE PROPOSED TEAM'S QUALIFICATIONS FOR THIS CONTRACT <i>(Present as many projects as requested by the agency, or 10 projects, if not specified. Complete one Section F for each project.)</i> | | 20. EXAMPLE PROJECT KEY NUMBER 5 |
| 21. TITLE AND LOCATION <i>(City and State)</i> I-275 / SR 93 Bus on Shoulder from ALT US 19 / SR 595 / 5th Ave N. to SR 694 / Gandy Blvd. Pinellas County, Florida | | 22. YEAR COMPLETED PROFESSIONAL SERVICES 2020 CONSTRUCTION <i>(If applicable)</i> |
| 23. PROJECT OWNER'S INFORMATION | | |
| a. PROJECT OWNER FDOT District 7 | b. POINT OF CONTACT NAME Craig Fox, P.E. | c. POINT OF CONTACT TELEPHONE NUMBER 813-975-6082 |
| 24. BRIEF DESCRIPTION OF PROJECT AND RELEVANCE TO THIS CONTRACT <i>(Include scope, size, and cost)</i> | | |

I-275/SR93 (from Alt. US19/SR595/5th Ave. N. to SR694/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) 12-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 Alt. US19/SR595/5th Ave. N. to SR694/Gandy Blvd.) 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.

This was a roadway milling and resurfacing project which included pavement evaluation, mainline cross slope correction, and utility coordination. Signing and pavement marking design, specifications and cost estimating were also included. Project cost was 5 million dollars.



FIRMS FROM SECTION C INVOLVED WITH THIS PROJECT

| | | | |
|----|---|--|------------------------|
| a. | (1) FIRM NAME Lighthouse Engineering, Inc. | (2) FIRM LOCATION <i>(City and State)</i> Safety Harbor, FL | (3) ROLE Consultant |
| b. | (1) FIRM NAME | (2) FIRM LOCATION <i>(City and State)</i> | (3) ROLE |
| c. | (1) FIRM NAME | (2) FIRM LOCATION <i>(City and State)</i> | (3) ROLE |
| d. | (1) FIRM NAME | (2) FIRM LOCATION <i>(City and State)</i> | (3) ROLE |
| e. | (1) FIRM NAME | (2) FIRM LOCATION <i>(City and State)</i> | (3) ROLE |

| | | |
|---|---|--|
| F. EXAMPLE PROJECTS WHICH BEST ILLUSTRATE PROPOSED TEAM'S QUALIFICATIONS FOR THIS CONTRACT <i>(Present as many projects as requested by the agency, or 10 projects, if not specified. Complete one Section F for each project.)</i> | | 20. EXAMPLE PROJECT KEY NUMBER 6 |
| 21. TITLE AND LOCATION <i>(City and State)</i> FDOT District 7 – SR 39 from County Line to Bay Ave. Pasco County - Florida | | 22. YEAR COMPLETED PROFESSIONAL SERVICES 2020 |
| CONSTRUCTION <i>(If applicable)</i> | | |
| 23. PROJECT OWNER'S INFORMATION | | |
| a. PROJECT OWNER FDOT District 7 | b. POINT OF CONTACT NAME Pia Cormier | c. POINT OF CONTACT TELEPHONE NUMBER 813-975-6176 |
| 24. BRIEF DESCRIPTION OF PROJECT AND RELEVANCE TO THIS CONTRACT <i>(Include scope, size, and cost)</i> | | |

The purpose of this RRR project was to preserve and extend the life of the existing pavement and perform general safety modification work. It included design of keyhole widening, cross slope correction, milling and resurfacing, signing and pavement markings, utility coordination, and permitting from SR 39 (Paul S. Buchman Hwy.) from Hillsborough County Line to South of Bay Ave. The segment of SR39 is classified as an urban principal arterial roadway with two typical sections. The first section consists of two lane undivided with 12' wide travel lanes, 8" wide shoulder (5' paved with bike lanes), and ditches on both sides. The second section is a two-lane divided with 12' wide travel lanes, 12' paved median, 8' shoulder (5' paved with bike lanes) and ditches on both sides. The project limit is from milepost 0.000 to milepost 0.679.

LHE provided drainage plans to accomplish the following goals:

- *Identify existing drainage issues and provide the most cost-effective solutions.
- *Enhance the safety level of the drainage structures
- * Replace or repair structurally deficient drainage structures
- *Ensure existing drainage features were not adversely impacted by the project
- *Desilt all storm drain/side drain/cross drainpipes within the project limits.

| 25. FIRMS FROM SECTION C INVOLVED WITH THIS PROJECT | | | |
|---|---|--|------------------------|
| a. | (1) FIRM NAME Lighthouse Engineering, Inc. | (2) FIRM LOCATION <i>(City and State)</i> Safety Harbor, FL | (3) ROLE Consultant |
| b. | (1) FIRM NAME | (2) FIRM LOCATION <i>(City and State)</i> | (3) ROLE |
| c. | (1) FIRM NAME | (2) FIRM LOCATION <i>(City and State)</i> | (3) ROLE |
| d. | (1) FIRM NAME | (2) FIRM LOCATION <i>(City and State)</i> | (3) ROLE |
| e. | (1) FIRM NAME | (2) FIRM LOCATION <i>(City and State)</i> | (3) ROLE |
| f. | (1) FIRM NAME | (2) FIRM LOCATION <i>(City and State)</i> | (3) ROLE |

| | | |
|---|---------------------------------------|--|
| F. EXAMPLE PROJECTS WHICH BEST ILLUSTRATE PROPOSED TEAM'S QUALIFICATIONS FOR THIS CONTRACT <i>(Present as many projects as requested by the agency, or 10 projects, if not specified. Complete one Section F for each project.)</i> | | 20. EXAMPLE PROJECT KEY NUMBER 7 |
| 21. TITLE AND LOCATION <i>(City and State)</i> City of Tampa – Himes and Azeele Signal Improvements Tampa, Florida | | 22. YEAR COMPLETED PROFESSIONAL SERVICES 2015 |
| 23. PROJECT OWNER'S INFORMATION | | |
| a. PROJECT OWNER City of Tampa | b. POINT OF CONTACT NAME Vik Bhide | c. POINT OF CONTACT TELEPHONE NUMBER 813-274-3101 |
| 24. BRIEF DESCRIPTION OF PROJECT AND RELEVANCE TO THIS CONTRACT <i>(Include scope, size, and cost)</i> | | |

The project scope was for the design of signal and ADA upgrades of the subject intersection. The project included new pedestrian countdown signals, sidewalk, roadway improvements, and mast arms. Additional elements included public involvement, utility relocation, signing and pavement marking, and all project management to complete the design.

Our scope of services included the following tasks:

- * The design accommodated 4 legs of the intersection. Survey was required.
- * Survey included all utilities above and below ground as well as all other above ground entities.
- * Underground utilities were located via Subsurface Utility Engineering (SUE) in the vicinity of proposed pole foundation.
- * Geotechnical services were required for mast arm pole.
- * The limits of the project were milled and resurfaced to remove conflicting pavement markings.
- * Himes was crowned to remove the "bump" both north and south of Azeele and to drain to the inlets in all four corners of the intersection.
- * Data collection including traffic data and count information, sewer, water, storm sewer data, other planned projects in the vicinity, and all utilities
- * Field Review and Analysis of project site conditions.
- * Design Survey/SUE/Utility Coordination
- * Design and Construction Plan Preparation
- * Quality Assurance / Quality Review

Project cost was \$200,000.



Before



After

FIRMS FROM SECTION C INVOLVED WITH THIS PROJECT

| | | | |
|----|---|--|------------------------|
| a. | (1) FIRM NAME Lighthouse Engineering, Inc. | (2) FIRM LOCATION <i>(City and State)</i> Safety Harbor, FL | (3) ROLE Consultant |
| b. | (1) FIRM NAME | (2) FIRM LOCATION <i>(City and State)</i> | (3) ROLE |
| c. | (1) FIRM NAME | (2) FIRM LOCATION <i>(City and State)</i> | (3) ROLE |
| d. | (1) FIRM NAME | (2) FIRM LOCATION <i>(City and State)</i> | (3) ROLE |

| | | |
|---|---|--|
| F. EXAMPLE PROJECTS WHICH BEST ILLUSTRATE PROPOSED TEAM'S QUALIFICATIONS FOR THIS CONTRACT <i>(Present as many projects as requested by the agency, or 10 projects, if not specified. Complete one Section F for each project.)</i> | | 20. EXAMPLE PROJECT KEY NUMBER 8 Contract #14-D-560 |
| 21. TITLE AND LOCATION <i>(City and State)</i> City of Tampa General Engineering Services – Palm Ave Tampa, Florida | | 22. YEAR COMPLETED PROFESSIONAL SERVICES CONSTRUCTION <i>(If applicable)</i> |
| 23. PROJECT OWNER'S INFORMATION | | |
| a. PROJECT OWNER City of Tampa | b. POINT OF CONTACT NAME Milton Martinez, P.E. | c. POINT OF CONTACT TELEPHONE NUMBER 813-274-8998 |
| 24. BRIEF DESCRIPTION OF PROJECT AND RELEVANCE TO THIS CONTRACT <i>(Include scope, size, and cost)</i> | | |

The project scope included upgrades to the ADA facilities along Palm Ave (between Nuccio and 19th Ave), add detectable warnings surfaces, and/or reconstruct ADA ramps with modifications 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 19. We also provided utility coordination and project management services necessary to complete the design.

Project Cost was \$100,000.



FIRMS FROM SECTION C INVOLVED WITH THIS PROJECT

| | | | |
|----|---|--|------------------------|
| a. | (1) FIRM NAME Lighthouse Engineering, Inc. | (2) FIRM LOCATION <i>(City and State)</i> Safety Harbor, FL | (3) ROLE Consultant |
| b. | (1) FIRM NAME | (2) FIRM LOCATION <i>(City and State)</i> | (3) ROLE |
| c. | (1) FIRM NAME | (2) FIRM LOCATION <i>(City and State)</i> | (3) ROLE |
| d. | (1) FIRM NAME | (2) FIRM LOCATION <i>(City and State)</i> | (3) ROLE |
| e. | (1) FIRM NAME | (2) FIRM LOCATION <i>(City and State)</i> | (3) ROLE |
| f. | (1) FIRM NAME | (2) FIRM LOCATION <i>(City and State)</i> | (3) ROLE |

| | | |
|---|--|---|
| F. EXAMPLE PROJECTS WHICH BEST ILLUSTRATE PROPOSED TEAM'S QUALIFICATIONS FOR THIS CONTRACT <i>(Present as many projects as requested by the agency, or 10 projects, if not specified. Complete one Section F for each project.)</i> | | 20. EXAMPLE PROJECT KEY NUMBER 9 |
| 21. TITLE AND LOCATION <i>(City and State)</i> City of Tampa General Engineering Services – Howard Ave at Dekle / DeSoto Ave. Tampa, Florida | | 22. YEAR COMPLETED PROFESSIONAL SERVICES 2020 |
| CONSTRUCTION <i>(If applicable)</i> | | |

| | | |
|--|---|--|
| 23. PROJECT OWNER'S INFORMATION | | |
| a. PROJECT OWNER City of Tampa | b. POINT OF CONTACT NAME Milton Martinez, P.E. | c. POINT OF CONTACT TELEPHONE NUMBER 813-274-8998 |
| 24. BRIEF DESCRIPTION OF PROJECT AND RELEVANCE TO THIS CONTRACT <i>(Include scope, size, and cost)</i> | | |

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 De Soto.
- * Obtained additional survey south on Dekle for the additional parking spaces.
- * Provided utility coordination for the relocation of existing utilities within the project area as required as part of 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. Project Cost was \$500,000.



Before



After

| | | |
|---|--|------------------------|
| 25. FIRMS FROM SECTION C INVOLVED WITH THIS PROJECT | | |
| a. (1) FIRM NAME Lighthouse Engineering, Inc. | (2) FIRM LOCATION <i>(City and State)</i> Safety Harbor, FL | (3) ROLE Consultant |
| b. (1) FIRM NAME | (2) FIRM LOCATION <i>(City and State)</i> | (3) ROLE |
| c. (1) FIRM NAME | (2) FIRM LOCATION <i>(City and State)</i> | (3) ROLE |
| d. (1) FIRM NAME | (2) FIRM LOCATION <i>(City and State)</i> | (3) ROLE |

| | | |
|---|--|---|
| F. EXAMPLE PROJECTS WHICH BEST ILLUSTRATE PROPOSED TEAM'S QUALIFICATIONS FOR THIS CONTRACT <i>(Present as many projects as requested by the agency, or 10 projects, if not specified. Complete one Section F for each project.)</i> | | 20. EXAMPLE PROJECT KEY NUMBER 10 |
| 21. TITLE AND LOCATION (City and State) Meadow Pointe II Community Development District (CDD) General Engineering Consultant (GEC) – Wesley Chapel, Florida | | 22. YEAR COMPLETED PROFESSIONAL SERVICES 2021 CONSTRUCTION (If applicable) |

23. PROJECT OWNER'S INFORMATION

| | | |
|---|--|--|
| a. PROJECT OWNER Meadow Pointe II CDD | b. POINT OF CONTACT NAME Bob Nanni | c. POINT OF CONTACT TELEPHONE NUMBER 813-991-1116 X105 |
|---|--|--|

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

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 sub-divisions of Meadow Point II CDD including the clubhouse. The communities included are listed below:

- | | |
|-----------------|----------------|
| 1. Charlesworth | 7. Long leaf |
| 2. Colehaven | 8. Manor Isle |
| 3. Covina Key | 9. Sedgwick |
| 4. Glenham | 10. Vermillion |
| 5. Iverson | 11. Wrencrest |
| 6. Lettingwell | |

The scope included the following requirements:

1. Mobilization
2. Maintenance of traffic
3. Prevent asphalt and/or debris from entering existing inlets during construction
4. Mill existing asphalt pavement
5. Resurface the milled roadway with asphalt
6. Pavement restriping
7. Clean up site

FIRMS FROM SECTION C INVOLVED WITH THIS PROJECT

| | | | |
|-----------|---|---|------------------------|
| a. | (1) FIRM NAME Lighthouse Engineering, Inc. | (2) FIRM LOCATION (City and State) Safety Harbor, FL | (3) ROLE Consultant |
| b. | (1) FIRM NAME | (2) FIRM LOCATION (City and State) | (3) ROLE |
| c. | (1) FIRM NAME | (2) FIRM LOCATION (City and State) | (3) ROLE |
| d. | (1) FIRM NAME | (2) FIRM LOCATION (City and State) | (3) ROLE |
| e. | (1) FIRM NAME | (2) FIRM LOCATION (City and State) | (3) ROLE |
| f. | (1) FIRM NAME | (2) FIRM LOCATION (City and State) | (3) ROLE |

G. KEY PERSONNEL PARTICIPATION IN EXAMPLE PROJECTS

[illegible]

29. EXAMPLE PROJECTS KEY

| NO. | TITLE OF EXAMPLE PROJECT (FROM SECTION F) | NO. | TITLE OF EXAMPLE PROJECT (FROM SECTION F) |
|-----|---|-----|---|
| 1 | Harbor Bay Community Development District | 6 | FDOT District 7 – SR 39 |
| 2 | City of Clearwater Bayshore Trail | 7 | City of Tampa – Himes and Azeele Signal Improvements |
| 3 | FDOT District 7 – Withlacoochee Trail | 8 | City of Tampa – Palm Ave Improvements |
| 4 | Pinellas County – US 41 | 9 | City of Tampa – Howard Ave-Dekle Ave-De Soto Ave Improvements |
| 5 | Pinellas County – I-275 Bus on Shoulder | 10 | Meadow Pointe II Community Development District |

H. ADDITIONAL INFORMATION

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

LHE's strong local presence in the Tampa Bay area is supported by local professionals with a spectrum of expertise, enabling us to provide our clients with the most effective project solutions on time and under budget.

Introduction: The Lighthouse Engineering Team

Founded in 2006, LIGHTHOUSE ENGINEERING, INC. is a multi-disciplinary engineering firm located in Pinellas County and is a **Certified Statewide SBE and Small Local Business Enterprise (SLBE)**.

Over the past 17 years, Lighthouse Engineering (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 and Planning
- Traffic Engineering
- Signing and Marking Design
- Signalization Design
- Lighting



This diversity enables our organization to offer a unified "in-house" team approach composed 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.** As a small business, 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 Hillcrest Preserve Community Development District. Logically, The Hillcrest Reserve CDD should see that when three multi-discipline engineers work together, the project is much more manageable when compared to the engineering team than the larger corporations need to finish this project.

Even though we have a small staff, we have a combined experience of over 100 years in the design of roadway transportation design, water, sewer, drainage, intersection improvements, permitting and other similar types of designs normally required by CDDs. We are familiar with and are experienced in design, construction inspection, project administration, and general civil support for any project that the CDD may undertake. We have designed, permitted, and performed construction phase services for hundreds of projects ranging from the most complex Interstate highways to projects as small as local traffic calming, park design or small parking lot additions.

Local Knowledge

LHE has on staff several 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), District Seven; as well as many private clients including Meadow Pointe II Community Development District (CDD), Harbor Bay Community Development District, and Asturia Community Development District.

In the past 17 years, LHE has completed over 70 roadway projects, solidifying an expertise that reduces project risk for our clients.

Accelerated Schedules Resulting from Permitting Expertise

Our project staff knows the pitfalls that delay permitting and how to avoid them from both a design and timing standpoint. **Because of our competence and speed in obtaining permitting from Southwest Florida Water Management District (SWFWMD) and the US Army Corps of Engineers (USACE), and proactive coordination with the various utility companies in the area, we are able to accelerate project plans and production schedules.**

Comprehensive Transportation Expertise Provided by Local Professionals

LHE has assembled a qualified team of professionals with extensive transportation engineering experience. Our combined team of multi-disciplined personnel specifically designated for this project is highly skilled in the areas of roadway and drainage design as well as utility conflict avoidance, coordination, and permitting. Including support staff, the LHE Tampa Bay area office currently has 5 full time employees. Our team has relationships and workflow processes that are established within the group to efficiently complete work and deliver quality products to the City of Tampa.

Capability and Ability to Deliver Project

We have a seasoned design team that is more than capable of delivering all the necessary components of a project and routinely handle larger scale projects with high dollar values. Our Project Manager completed an FDOT project in Pinellas County within the City of Tarpon Springs whereby the City will be reborn with a downtown revitalization of new sidewalk, utilities, lighting and upgraded pedestrian features. **This project was placed on an accelerated schedule and involved more than seven local utilities.** The utility work alone took almost a year to complete and the total cost of this exceeds more than 17 million dollars. We have the business tools, necessary design team, proper computer technology and a seasoned staff who are excited at the opportunity to serve the Hillcrest Preserve Community Development District.

Exceptional Staff Competence from Continued Training and Education

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. Examples of these courses include the FDOT Project Management Course, Quality Assurance/Quality Control Training, FDOT Project Engineer Training, Traffic Control Zone Certification, Cost Estimating, and Long-Range Estimates Systems. Many of our engineers attend national seminars, where a variety of engineering trends and innovations are presented. Keeping up to date with the latest in technology and management solutions allows us to provide more value to our clients.

Proposed LHE Staff Members

The **accompanying resumes in Section E** present proposed staff members and their education, years of experience, role on this proposed contract, and specialized experience. The following paragraphs illustrate highlights of the qualifications and experience of our proposed project management team and key staff:

Project Manager

Brad Foran, P.E., has a long history of working with both State and Local agencies and has helped many Cities, CDDs and Counties achieve their capital work programs. He was the Project Manager for the State's rehabilitation project in Tarpon Springs where new sidewalk, roadway, water and sewer upgrades as well as streetscaping improvements were constructed. In addition, he served as the Project Manager for the City of Safety Harbor's SR 590 improvements. He also possesses work experience that highlights his knowledge of highway design, permitting, and hydraulic analysis of existing and proposed facilities. He served as project manager and Engineer of Record for the Florida Department of Transportation on design contracts for Districts 1, 2, 3, 4, 6 and 7 and has worked on numerous major and minor roadway restoration projects. He designed the signalization improvement at Himes and Azeele for the City of Tampa and the enhancement project at Howard and Dekle. He is experienced in the evaluation, design, and permitting of existing and proposed facilities through either 3R or New Construction standards. He recently completed the Selmon Greenway Design Build Contract with Tampa-Hillsborough Expressway Authority (THEA) and will be coordinating with the City's TIGER grant project.

His most recent projects have focused on Florida Department of Transportation's 3R criteria and work with local agencies throughout Tampa Bay. These projects have included the complete evaluation of the enhancement projects new design projects criteria including the hydraulic analysis, pavement design, and variance approval for urban and rural projects. He is experienced in taking the design plans to completion and subsequently toward the construction phase of the project. **Mr. Foran brings to this project a wealth of experience and has the resources to assign and address design issues, ensure compliance with schedules, and provide a successful contract for the Preserve at South Branch CDD. Mr. Foran was the former Florida Engineering Society's (FES) Pinellas Chapter President and was a member of its Board of Directors.**

Assistant Project Manager/ Roadway Design / Drainage Design

Thomas Liu, P.E. Mr. Liu has over 20 years of roadway design and drainage experience on City, Florida Department of Transportation, County, and Private Development projects in Florida. Mr. Liu has served as Project Engineer on several projects in the Tampa Bay Area. Mr. Liu's drainage experience includes design of stormwater treatment systems including treatment and attenuation requirements for SWFWMD and SFWMD permits. Mr. Liu also has both design and project management experience in traffic operations (signalization, signing and marking, highway lighting). He has extensive experience in transportation engineering

"We have a long-standing relationship with LHE and have collaborated on multiple jobs together. We can always depend on Brad and his team to be knowledgeable of all design aspects of the project, be innovative with their approach, dependable with deadlines and communication, and responsive to any challenges that may arise. When anyone asks for a recommendation for an engineer, I do not hesitate to put them in touch with Brad and Lighthouse."

**Jeff Nelson, President
Nelson Construction**

including design for rural and urban highways, limited access expressways, and rural and urban interchanges. Technical aspects of design include horizontal and vertical geometry, development of traffic control plans, drainage design, utility conflicts, and permitting. His expertise also includes basin delineation, pond siting reports, inlet locations, pavement drainage, hydraulic calculation for storm sewer networks, cross-drain analysis, stormwater routing, floodplain analysis, water quality, optional culvert material, dredge and fill impacts, coordination with water management agencies for permitting, and formulating technical stormwater reports.

Principal-In-Charge, Quality Assurance/Quality Control

Frank Foran, P.E., LHE's Vice President for Southeast Transportation with oversight responsibility of the Florida operations, is a Highway Design Engineer with more than 40 years of experience in the Tampa Bay Area. He will provide the direction for our **Quality Control** program out of our Tampa Bay area office located in Safety Harbor. Mr. Foran is certified with the Florida Department of Transportation (FDOT) in the preparation of traffic control plans and has also 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 has performed quality assurance plan reviews for other consulting firms. Recent projects include the Largo Medical Office Complex, St. Catherine's Catholic Church in Largo, First Community Bank in St. Petersburg, Blake Medical Center Expansion in Bradenton, Water and Sewer line replacement work in Tarpon Springs, Water and Sewer Line Relocation in Safety Harbor and many other projects in Manatee County, Sarasota County and Lee County.

Customer Centric Focus Yields Repeat Business

The LHE Team understands that adherence to schedule, quality, and budget standards are not the only measures of past performance. We also measure the quality of our services through customer satisfaction and the level of business-like concern for governmental client interests.

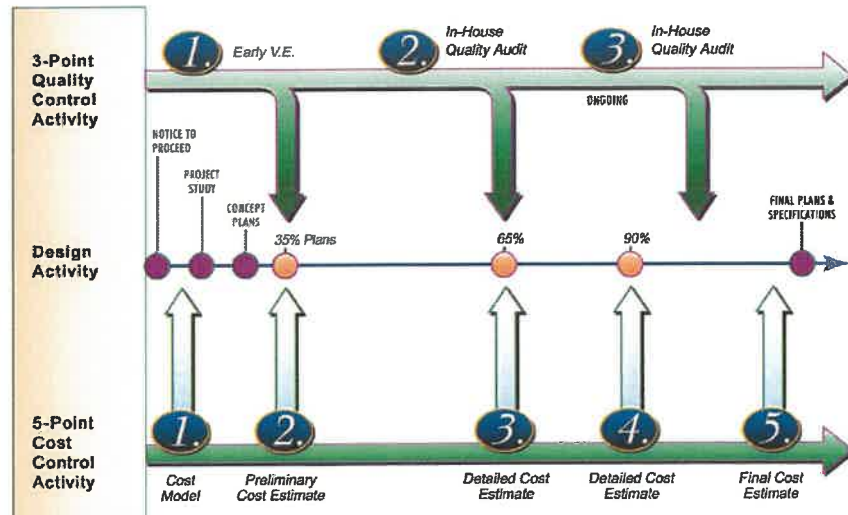
We pride ourselves on a reputation for reasonable and cooperative behavior from proposal and initial negotiations through contract modifications and final delivery. The LHE project team members take great pride in both their individual and team record of service for our clients. We recognize that the **quality of service provided to a client is directly related to the potential for repeat business.**

The number of letters of appreciation, repeat clients, and repeat contracts we have been awarded reflects our product quality and consistent history of preparing innovative and realistic design solutions that are consistently within four (4) percent of the competitive low bid and meet the client's most demanding schedules. **Repeat business now constitutes roughly ninety (90) percent of our business.**

LHE seeks to continually improve our job performance, quality of products and services, and responsiveness. We have formally interviewed both private and public sector clients to determine how our staff could better fill their needs. We have implemented many of their suggestions and will provide you with a top team of experienced professionals ready to respond to every need.

Successful Projects Result from Our Quality Assurance Program

Lighthouse Engineering believes that leadership in our industry can be achieved only through quality. Meeting quality goals at Lighthouse Engineering means commitment to the full satisfaction of every internal and external client. We continuously improve our management and technical processes in order to meet client requirements the first time, every time. Every team member of Lighthouse Engineering is dedicated to continuous improvement.



LHE Construction Cost and Quality Control Process.

The head of the QA/QC Team for this contract will be Frank Foran. Mr. Foran, P.E. will serve as the Management Representative responsible for implementing and maintaining the quality system and for regularly reporting system, process, or product failures with a view to continually improving the quality system. LHE recognizes that a quality product is the key to the successful performance of a contract, having maintained QA/QC standards and procedures since the company was founded in 2006. LHE has embraced the philosophy of Six Sigma Quality Management, which focuses on constantly monitoring performance and anticipating and preventing future problems by changing processes rather than merely reacting to mistakes. Our Six Sigma Program is client-and-product focused and is an established part of our corporate culture. The QA Program provides the controls and continuity necessary to perform a project in a defined, systematic manner and includes adequate provisions for changes. Our subcontractors are briefed on this process and fully comply with all procedures.

I. AUTHORIZED REPRESENTATIVE

The foregoing is a statement of facts.

31. SIGNATURE

Bradley S. Foran

32. DATE

8/28/2023

33. NAME AND TITLE

Bradley S. Foran, P.E., President

1. SOLICITATION NUMBER (if any)
#15/007

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

| | | | | | | |
|--|--|---|---|--|-------------------------------|--|
| 2a. FIRM (OR BRANCH OFFICE) NAME Lighthouse Engineering, Inc. | | | 3. YEAR ESTABLISHED 2006 | | 4. DUNS NUMBER 01-249-5373 | |
| 2b. STREET 701 Enterprise Road East, Suite 410 | | | 5. OWNERSHIP a. TYPE Corporation b. SMALL BUSINESS STATUS SBE | | | |
| 2c. CITY Safety Harbor | | 2d. STATE FL | | | | |
| 6a. POINT OF CONTACT NAME AND TITLE Bradley S. Foran, P.E., President | | | 7. NAME OF FIRM (If block 2a is a branch office) | | | |
| 6b. TELEPHONE NUMBER 727-726-7856 | | 6c. E-MAIL ADDRESS bforan@lighthouseenginc.com | | | | |
| 8a. FORMER FIRM NAME(S) (If any) | | | 8b. YR. ESTABLISHED | | 8c. DUNS NUMBER | |

| 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 (1) FIRM (2) BRANCH | | a. Profile Code | b. Experience | c. Revenue Index Number <i>(see below)</i> |
| 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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| Total | | 6 | 6 | | | |
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|--|---|---|---|
| 11. ANNUAL AVERAGE PROFESSIONAL SERVICES REVENUES OF FIRM FOR LAST 3 YEARS <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 |

The foregoing is a statement of facts.

| | |
|--|----------------------------|
| The foregoing is a statement of facts. | |
| a. SIGNATURE BRADLEY S. FORAN, PRESIDENT | b. DATE August 28, 2023 |
| c. NAME AND TITLE Bradley S. Foran, P.E., President | |



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

04/15/2023

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).

| | | |
|--|--|-----------------------|
| PRODUCER Hiscox Inc. 520 Madison Avenue 32nd Floor New York, New York 10022 | CONTACT NAME: | |
| | PHONE (A/C No, Ext): (888) 202-3007 | FAX (A/C, No): |
| INSURED LIGHTHOUSE ENGINEERING 701 enterprise road east suite 410 safety harbor, FL 34695 | E-MAIL ADDRESS: contact@hiscox.com | |
| | INSURER(S) AFFORDING COVERAGE | |
| | INSURER A: Hiscox Insurance Company Inc | NAIC # 10200 |
| | INSURER B: | |
| | INSURER C: | |
| | INSURER D: | |
| INSURER E: | | |
| INSURER F: | | |

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 SUBR INSD WVD | POLICY NUMBER | POLICY EFF (MM/DD/YYYY) | POLICY EXP (MM/DD/YYYY) | LIMITS |
|----------|--|--|----------------|-------------------------|-------------------------|--|
| | COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input type="checkbox"/> OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC OTHER: | | | | | EACH OCCURRENCE \$ DAMAGE TO RENTED PREMISES (Ea occurrence) \$ MED EXP (Any one person) \$ PERSONAL & ADV INJURY \$ GENERAL AGGREGATE \$ PRODUCTS - COMP/OP AGG \$ \$ |
| | AUTOMOBILE LIABILITY <input type="checkbox"/> ANY AUTO <input type="checkbox"/> ALL OWNED AUTOS <input type="checkbox"/> HIRED AUTOS <input type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> NON-OWNED AUTOS | | | | | COMBINED SINGLE LIMIT (Ea accident) \$ BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ \$ |
| | UMBRELLA LIAB <input type="checkbox"/> OCCUR EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE DED RETENTION \$ | | | | | EACH OCCURRENCE \$ AGGREGATE \$ \$ |
| | WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below | <input type="checkbox"/> Y <input type="checkbox"/> N <input type="checkbox"/> N/A | | | | PER STATUTE <input type="checkbox"/> OTH-ER <input type="checkbox"/> E.L. EACH ACCIDENT \$ E.L. DISEASE - EA EMPLOYEE \$ E.L. DISEASE - POLICY LIMIT \$ |
| A | Professional Liability | | P100.294.958.7 | 05/30/2023 | 05/30/2024 | Each Claim: \$ 1,000,000 Aggregate: \$ 1,000,000 |

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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Ron DeSantis, Governor

Melanie S. Griffin, Secretary



STATE OF FLORIDA

BOARD OF PROFESSIONAL ENGINEERS

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

FORAN, BRADLEY SCOTT

701 ENTERPRISE ROAD E
SUITE 410
SAFETY HARBOR FL 34695

LICENSE NUMBER: PE52634

EXPIRATION DATE: FEBRUARY 28, 2025

Always verify licenses online at MyFloridaLicense.com



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Ron DeSantis, Governor

Melanie S. Griffin, Secretary



STATE OF FLORIDA

BOARD OF PROFESSIONAL ENGINEERS

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

LIU, THOMAS

8509 W. HANNA AVE.
TAMPA FL 33615

LICENSE NUMBER: PE58258

EXPIRATION DATE: FEBRUARY 28, 2025

Always verify licenses online at MyFloridaLicense.com



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Florida Department of Transportation

RON DESANTIS
GOVERNOR

605 Suwannee Street
Tallahassee, FL 32399-0450

JARED W. PERDUE, P.E.
SECRETARY

July 17, 2023

Bradley Foran, President
LIGHTHOUSE ENGINEERING, INC. d/b/a LHE
701 Enterprise Road East, Suite 410
Safety Harbor, Florida 34695

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 types of work:

Group 3 - Highway Design - Roadway

- 3.1 - Minor Highway Design
- 3.2 - Major Highway Design
- 3.3 - Controlled Access Highway Design

Group 6 - Traffic Engineering and Operations Studies

- 6.3.1 - Intelligent Transportation Systems Analysis and Design
- 6.3.2 - Intelligent Transportation Systems Implementation

Group 7 - Traffic Operations Design

- 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, 2024, for contracting purposes.

Approved Rates

| Home/ Branch Overhead | Facilities Capital Cost of Money | Premium Overtime | Reimburse Actual Expenses | Home Direct Expense |
|-----------------------------|--|---------------------|---------------------------------|---------------------------|
| 201.28% | 4.458% | Reimbursed | No | 0.03% |

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 carliayn.kell@dot.state.fl.us or by phone at 850-414-4597.

Sincerely,



Carliayn Kell
Professional Services
Qualification Administrator

Licensee Details

Licensee Information

Name: **LIGHTHOUSE ENGINEERING INC. DBA LHE, INC. (Primary Name)**

Main Address: **701 ENTERPRISE ROAD EAST
SUITE 410
SAFETY HARBOR Florida 34695**

County: **PINELLAS**

License Mailing:

LicenseLocation:

License Information

License Type: **Registry**

Rank: **Registry**

License Number: **28576**

Status: **Current**

Licensure Date: **05/15/2009**

Expires:

Special Qualifications Qualification Effective

Alternate Names

[View Related License Information](#)

[View License Complaint](#)

2601 Blair Stone Road, Tallahassee FL 32399 :: Email: **Customer Contact Center** :: Customer Contact Center: 850.487.1395

The State of Florida is an AA/EEO employer. **Copyright 2007-2010 State of Florida. Privacy Statement**

Under Florida law, email addresses are public records. If you do not want your email address released in response to a public-records request, do not send electronic mail to this entity. Instead, contact the office by phone or by traditional mail. If you have any questions, please contact 850.487.1395. *Pursuant to Section 455.275(1), Florida Statutes, effective October 1, 2012, licensees licensed under Chapter 455, F.S. must provide the Department with an email address if they have one. The emails provided may be used for official communication with the licensee.

However email addresses are public record. If you do not wish to supply a personal address, please provide the Department with an email address which can be made available to the public.



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

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Lighthouse Engineering Inc.

Search

[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

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

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Lighthouse Engineering Inc.



CITY OF SAFETY HARBOR

ACCOUNT NO: 2023-13802

BRAD FOLAN
701 ENTERPRIDE RD E
SAFETY HARBOR, FL 34695

ISSUED: 12/06/2022
EXPIRES: 09/30/2023

BUSINESS TAX RECEIPT FOR FISCAL YEAR 2022-2023

KEEP CONSPICUOUSLY POSTED AT THE PLACE OF BUSINESS SHOWN

INDIVIDUAL/BUSINESS NAME AND ADDRESS

LIGHTHOUSE ENGINEERING
701 ENTERPRISE RD E 410
SAFETY HARBOR, FL 34695

OWNER NAME AND ADDRESS

BRAD FOLAN
701 ENTERPRISE RD E 410
SAFETY HARBOR, FL 34695

THE PERSON OR FIRM NAMED ABOVE IS HEREBY REGISTERED TO ENGAGE
IN THE BUSINESS, PROFESSION OR TRADE LISTED BELOW IN THE CITY OF
SAFETY HARBOR, FLORIDA.

| <u>FEE DESCRIPTION(S)</u> | <u>AMOUNT PAID</u> |
|---------------------------------------|--------------------|
| PROFESSIONAL STATE OR BOARD CERTIFIED | \$190.00 |
| FIRE INSPECTION FEE | \$25.00 |
| PENALTY | \$19.00 |
| PENALTY | \$9.50 |
| TOTAL: | \$243.50 |

SPECIAL CONTINGENCIES

PLEASE NOTIFY THE BUILDING DEPT IF YOU GO OUT OF BUSINESS OR HAVE
CHANGES TO YOUR BUSINESS INFORMATION



From: Pinellas County Economic Development, Small Business Enterprise Program

April 27, 2022

Subject: Pinellas County Small Business Enterprise Program Renewal Application Approved

Dear Bradley Foran, P.E.:

Congratulations! Your [Renewal]application for designation as a Small Business Enterprise in the SBE Program is approved. The approval is contingent upon your firm successfully completing the eligibility listed below. We have designated Lighthouse Engineering, Inc. DBA LHE as eligible to [continue to] participate in the SBE program, and sheltered market program with an effective date of 4/8/2022. This certificate is specific to Pinellas County and covers only the company that is listed in this letter, not any other company with which you may be associated. Your firm will appear on the list of approved registered vendors.

As part of our SBE program, **we do require you to register your business** in our SBDC system as well. This registration will make it easier to sign up for classes and any time you need one-on-one free counseling for questions with procuring contracts with Government (County or Federal). Please visit our website, at <https://www.pced.org/page/Consulting>, to register and learn more or call 727-453-7200 for your consultation. During the registration process it will ask for nature of "counseling requested", select from any of the boxes you wish and then scroll down to the bottom and in the additional area please indicate "*Pinellas County SBE*" in the text box.

No additional eligibility. You are successfully registered. We encourage your firm to view our list of workshops to assist your business with getting the most out of working with Pinellas County. Please visit our website, at <https://pinellas.obsres.com/economic/Info.aspx?EventID=3005>, to register and learn more. These workshops are not mandatory, however, recommended.

Please visit our website, at <https://pinellas.obsres.com/economic/Info.aspx?EventID=3005>, to register and learn more or call 727-453-7200 for your consultation.

Form Name: Pinellas County Small Business Enterprise Program Renewal Application

Business: Lighthouse Engineering, Inc. DBA LHE

Contact: Bradley Foran, P.E.

Submission Date: 4/8/2022

Review Date: 4/12/2022

Expiration Date: 4/11/2025

Your approved Pinellas County Small Business Enterprise Program Renewal Application will expire 4/11/2025. If there are changes to your business, please contact staff to ensure the most accurate representation of your business. This includes changes to your company contacts, products, or services.

Thank you for your continued interest in participating with Pinellas County and the SBE Program. If you have any additional questions please email us at Businesshelp@pinellascounty.org or call 727-453-7200.

PINELLAS COUNTY SMALL BUSINESS ENTERPRISE PROGRAM

THIS CERTIFICATE IS AWARDED TO

**Lighthouse Engineering, Inc. DBA
LHE**

HAS SUCCESSFULLY COMPLETED THE
SBE Certification Requirements for:
Construction
Professional, Scientific, and Technical Services
Certification Expires:
4/11/2025

Approved:

4/12/2022

SIGNED, Corey McCaster





Minority and Small Business Development

Certification Program

This is to certify that in accordance with City of Tampa Ordinance 2008-89

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 October 19, 2022 to January 15, 2025

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.

Gregory K. Hart, Manager
Minority and Small Business Manager



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

Small Business Registration

Lighthouse Engineering, Inc. DBA LHE

HC-1873/22

Valid from March 2, 2022 - March 2, 2024

Approved Lines of Business:

Engineering - Civil, Construction-Related Services

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

**Theresa Kempa
Minority and Disadvantaged Business Manager
Economic Development Department**



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 04/25/2022 to 04/24/2023

Danna 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 2023



The City of St. Petersburg Small Business Enterprise Certification

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

SBE Certification Number: 124586

This certificate is applicable in

Engineering - Civil, Construction-Related Services, The City of St. Petersburg

Certified: April 4, 2022

Expires: March 2, 2024

Stephanie Swinson

Stephanie Swinson, Esq.
Contracts Compliance Manager
727-893-4109
Stephanie.Swinson@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.

**FY 2023-2024 Operations and Maintenance
Budget Funding Agreement
(Hillcrest Preserve Community Development District)**

This FY 2023-2024 Operations and Maintenance Budget Funding Agreement (this “**Agreement**”) is made and entered into as of August 15, 2023, between the **Hillcrest Preserve Community Development District**, a local unit of special-purpose government, established pursuant to Chapter 190, Florida Statutes (the “**District**”), whose mailing address is 2005 Pan Am Circle, Suite 300, Tampa, Florida 33607 and **EPG Hillcrest Development, LLC**, a Florida limited liability company, whose mailing address is 111 S. Armenia Avenue, Suite 201, Tampa, Florida 33609, (the “**Developer**”) and **EPG Hillcrest Holdings, LLC**, a Florida limited liability company, whose mailing address is 111 S. Armenia Avenue, Suite 201, Tampa, Florida 33609, (the “**Landowner**”).

Recitals

WHEREAS, the District was established for the purpose of providing, preserving, operating, and maintaining infrastructure improvements, facilities, and services to the lands within the District;

WHEREAS, the District is adopting its budget for fiscal year 2023-2024 as attached hereto as **Exhibit A** (the “**FY 2023-2024 Budget**”), which commences on October 1, 2023, and concludes on September 30, 2024;

WHEREAS, the District has the option of levying non-ad valorem assessments on all lands that will benefit from the activities set forth in the FY 2023-2024 Budget, and/or utilizing such other revenue sources as may be available to it;

WHEREAS, the District is willing to allow the Developer to provide such funds as are necessary to allow the District to proceed with its activities as described the FY 2023-2024 Budget so long as payment is timely provided;

WHEREAS, the Developer presently owns certain property within the District as reflected on the assessment roll on file with the District Manager (the “**Property**”);

WHEREAS, the Developer agrees that the activities of the District described in the FY 2023-2024 Budget provide a special and peculiar benefit to the Property that is equal to or in excess of the expenses reflected in the FY 2023-2024 Budget; and

WHEREAS, the Developer has agreed to enter into this Agreement in addition to the non-ad valorem special assessments allocated to the Property to fund the activities of the District as set forth in the FY 2023-2024 Budget.

Operative Provisions

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

1. **Funding Obligations.** From time to time during the 2023-2024 fiscal year, the Developer agrees to make available to the District the aggregate sum of up to \$215,737.50 in accordance with the FY 2023-2024 Budget as such expenses are incurred by the District. Such payments shall be made within 30 days of written request for funding by the District. All funds provided hereunder shall be placed in the District's general operating account.
2. **FY 2023-2024 Operations and Maintenance Reports, Budget Reports and Budget Amendments.** Each month during FY 2023-2024, the Developer shall provide the District Manager with a written report on the projected additions to the completed and developed phases within the District during FY 2023-2024. The District Manager shall provide the Developer with a monthly written report with the actual expenses for the previous month and anticipated expenses and operational activities for the remainder of the year based on current District operations and additional maintenance responsibilities which may be added during FY 2023-2024. The District and Developer agree that the FY 2023-2024 Budget shall be revised at the end of the 2023-2024 fiscal year to reflect the actual expenditures of the District for the period beginning on October 1, 2023 and ending on September 30, 2024. The Developer shall not be responsible for any additional costs other than those costs provided for in the FY 2023-2024 Budget. However, if the actual expenditures of the District are less than the amount shown in the FY 2023-2024 Budget, the Developer's funding obligations under this Agreement shall be reduced by that amount.
3. **Right to Lien Property.**
 - a. The District shall have the right to file a continuing lien ("Lien") upon the Property for all payments due and owing under this Agreement and for interest thereon, and for reasonable attorneys' fees, paralegals' fees, expenses and court costs incurred by the District incident to the collection of funds under this Agreement or for enforcement of this Lien. In the event the Developer sells any portion of the Property after the execution of this Agreement, the Developer's rights and obligations under this Agreement shall remain the same, provided however that the District shall only have the right to file a Lien upon the remaining Property owned by the Developer.
 - b. The Lien shall be effective as of the date and time of the recording of a "Notice of Lien for the FY 2023-2024 Budget" in the public records of the county, stating among other things, the description of the real property and the amount due as of the recording of the Notice, and the existence of this Agreement.
 - c. The District Manager, in its sole discretion, is hereby authorized by the District to file the Notice on behalf of the District, without the need of further Board action authorizing or directing such filing. At the District Manager's direction, the District may also bring an action at law against the record title holders to the Property to pay the amount due under this Agreement, may foreclose the Lien against the Property in any manner authorized by law, or may levy special assessments for the Lien amount and certify them for collection by the tax collector.
4. **Default.** A default by either party under this Agreement shall entitle the other to all remedies available at law or in equity, which shall include, but not be limited to, the right to seek specific

performance of the Developer's payment obligations under this Agreement, but shall not include special, consequential, or punitive damages.

5. **Enforcement and Attorney Fees.** In the event either party is required to enforce this Agreement, then the prevailing party shall be entitled to all fees and costs, including reasonable attorney's fees and costs, from the non-prevailing party.
6. **Governing Law and Venue.** This Agreement and the provisions contained herein shall be construed, interpreted and controlled according to the laws of the State of Florida with venue in the county where the District is located.
7. **Interpretation.** This Agreement has been negotiated fully between the parties as an arm's length transaction. The parties participated fully in the preparation of this Agreement with the assistance of their respective counsel. In the case of a dispute concerning the interpretation of any provision of this Agreement, the parties are each deemed to have drafted, chosen and selected the language, and the doubtful language will not be interpreted or construed against any party.
8. **Termination of Agreement.** The Agreement shall be effective upon execution by both parties hereto and shall remain in force until the end of the 2023-2024 fiscal year on September 30, 2024. The lien and enforcement provisions of this Agreement shall survive its termination, until all payments due under this Agreement are paid in full.
9. **Third Parties.** This Agreement is solely for the benefit of the parties hereto and no right or cause of action shall accrue upon or by reason hereof, to or for the benefit of any third party not a formal party hereto. Nothing in this Agreement expressed or implied is intended or shall be construed to confer upon any person or corporation other than the parties hereto any right, remedy or claim under or by reason of this Agreement or any provisions or conditions hereof; and all of the provisions, representations, covenants and conditions herein contained shall inure to the sole benefit of and shall be binding upon the parties hereto and their respective representatives, successors and assigns.
10. **Amendments.** Amendments to and waivers of the provisions contained in this Agreement may be made only by an instrument in writing which is executed by both of the parties hereto.
11. **Assignment.** This Agreement may be assigned, in whole or in part, by either party only upon the written consent of the other, which consent shall not be unreasonably withheld.
12. **Authority.** The execution of this Agreement has been duly authorized by the appropriate body or official of all parties hereto, each party has complied with all the requirements of law, and each party has full power and authority to comply with the terms and provisions of this instrument.
13. **Entire Agreement.** This instrument shall constitute the final and complete expression of this Agreement between the parties relating to the subject matter of this Agreement.

IN WITNESS WHEREOF, the parties have executed this Agreement as of the date first written above.

EPG Hillcrest Development, LLC
a Florida limited liability company



Name: Nicholas J. Dister
Title: Vice President

**Hillcrest Preserve Community
Development District**



Name: Carlos de la Cruz
Chair/Vice-Chair of the Board of Supervisors

EPG Hillcrest Holdings, LLC
a Florida limited liability company



Name: Nicholas J. Dister
Title: Vice President

Exhibit A: FY 2023-2024 Budget

1 **MINUTES OF THE SPECIAL ORGANIZATIONAL MEETING**
2 **HILLCREST PRESERVE**
3 **COMMUNITY DEVELOPMENT DISTRICT**
4

5 The Special Organizational Meeting for Board of Supervisors of the Hillcrest Preserve
6 Community Development District was held on Wednesday, June 5, 2023, at 2:02 p.m. at the
7 SpringHill Suites by Marriott Tampa Suncoast Parkway located at 16615 Crosspointe Run, Land
8 O' Lakes, FL 34638.
9

10 Present and constituting a quorum were:

| | | |
|----|---------------|---------------------|
| 11 | | |
| 12 | Steve Luce | Assistant Secretary |
| 13 | Ryan Motko | Assistant Secretary |
| 14 | Thomas Spence | Assistant Secretary |

15
16 Also present were:

| | | |
|----|-------------------|---|
| 17 | | |
| 18 | Brian Lamb | District Manager |
| 19 | Angie Grunwald | District Manager |
| 20 | John Vericker | District Counsel – (<i>via conference call</i>) |
| 21 | Vanessa Steinerts | Bond Counsel |
| 22 | Mike Rainer | Eisenhower Property Group |
| 23 | Carlos de la Ossa | Eisenhower Property Group |
| 24 | | |
| 25 | | |

26 *The following is a summary of the discussions and actions taken.*
27

28 **FIRST ORDER OF BUSINESS** **Call to Order**

29 **A. Overview of Meeting Procedures and Decorum**

30 Mr. Lamb called the meeting to order, and a quorum was established. The original
31 Board members appointed by the Board of County Commissioner are as follows: Mr. Jefferey
32 Hills, Mr. Thomas Spence, Mr. Nicholas Dister, Mr. Ryan Motko and Mr. Steve Luce.
33

34 **SECOND ORDER OF BUSINESS** **Public Comment Period**

35 There being no public comments, the next order of business followed.
36

37 **THIRD ORDER OF BUSINESS** **Administer Oaths of Office to Board**
38 **Assigned in Petition**

39 Mr. Lamb stated for the record that he had the signed and notarized Oaths of Office from
40 Thomas Spence, Ryan Motko, and Steve Luce to be placed for record of proceedings.

41 Mr. Lamb will get with Mr. Nicholas Dister at the next meeting to administer the Oath of
42 Office.
43

Unapproved

FOURTH ORDER OF BUSINESS**Seat New Board Members****A. Overview of Forms, Sunshine Amendment, Code of Ethics, Supervisor Responsibilities**

Mr. Lamb noted the Board members are well-versed in Sunshine Laws, the Code of Ethics, and supervisor responsibilities. Should the Board of Supervisors have any questions, they will contact the District Counsel.

B. Acceptance of Board of Supervisors Resignation – Jefferey Hills

Mr. Lamb received a letter of notification by Mr. Jefferey Hills to not accept the appointment via the County Approval of Ordinance.

On MOTION by Mr. Motko seconded by Mr. Luce with all in favor Mr. Jeffery Hills Letter of Notification to not accept appointment for Hillcrest Preserve CDD, was accepted. 3-0

Mr. Lamb informed the Board of vacant seat and the Board agreed to nominate Mr. Carlos de la Ossa to serve on the Board of Supervisors for Hillcrest Preserve CDD.

On MOTION by Mr. Luce seconded by Mr. Spence with all in favor Mr. Carlos de la Ossa was appointed to serve on the Board of Supervisors for seat 2 at Hillcrest Preserve CDD. 3-0

Mr. Lamb provided the assigned petition to Mr. Carlos de la Ossa and notarized for record of proceedings.

Mr. Steve Luce stated his resignation from the Board of Supervisors at Hillcrest Preserve CDD.

On MOTION by Mr. de la Ossa seconded by Mr. Motko with all in favor Mr. Steve Luce's verbal resignation from the Board of Supervisors for Hillcrest Preserve CDD was accepted, and Mike Rainer was appointed to serve on seat 5. 3-0

Mr. Lamb discussed the acceptance or denial of compensation from Steve Luce for current meeting before exiting the meeting. Mr. Luce accepted final compensation for meeting held on June 5, 2023.

There are currently four members of the Board in attendance: Mr. Motko, Mr. de la Ossa, Mr. Spence, and Mr. Rainer. All as stated, have accepted compensation.

FIFTH ORDER OF BUSINESS**Appointment of Officers – Resolution 2023-01****A. Chairman****B. Vice Chairman****C. Secretary****D. Treasurer****E. Assistant Secretaries**

Mr. Lamb discussed the current officer positions. Mr. Dister is appointed as Chairman, and Mr. de la Ossa as Vice-Chairperson. Mr. Lamb with Inframark will be appointed as the Secretary, and Mr. Eric Davidson with Inframark as the Treasurer. The remaining Board members: Mr. Motko, Mr. Spence, and Mr. Rainer are appointed as Assistant Secretary. Ms. Grunwald is appointed as an additional Assistant Secretary for signatory purposes.

On MOTION by Mr. de la Ossa seconded by Mr. Motko with all in favor Resolution 2023-01, Appointment of Officers as noted above, was adopted. 4-0

SIXTH ORDER OF BUSINESS**Appointment of Consultants****A. Consider Appointment of District Manager – Resolution 2023-02**

Inframark is appointed as the District Manager/Assessment Consultant.

B. Designation of Registered Agent/Office – Resolution 2023-03

Brian Lamb/Inframark is designated as the Registered Agent/Office.

C. Consider Appointment of District General Counsel – Resolution 2023-04

Straley Robin Vericker is appointed as the District Counsel.

D. Consider Appointment of Interim District Engineer – By Motion**i. Authorize RFQ for District Engineer**

Stantec is appointed as the Interim Engineer. The Board authorized an RFQ for District Engineer services.

E. Consider Appointment of Bond Counsel – GrayRobinson, P.A.

Gray Robinson was appointed as the Bond Counsel.

F. Consider Appointment of Investment Banker – FMS Bonds

FMS Bonds was appointed as the Investment Banker.

G. Consider Appointment of Trustee – US Bank-By Motion

US Bank was appointed as the Trustee.

On MOTION by Mr. de la Ossa seconded by Mr. Motko with all in favor Appointment of Consultants order of business 6A through G as presented - were approved and Resolutions 2023-02 through 2023-4, were adopted. 4-0

SEVENTH ORDER OF BUSINESS**Business Matters****A. Consider Authorizing Notice of Establishment-Resolution 2023-05****B. Consider Policy of Compensation for Board Members – Resolution 2023-06****C. Consider Policy of Reimbursement of District Travel Expenses – Resolution 2023-07****D. Consider Designation of Primary Administrative Office and Local Records Office – Resolution 2023-08****E. Consider District Records Retention Schedule – Resolution 2023-09****F. Consider Fiscal Year 2023 Regular Meeting Schedule and Location-Resolution 2023-10****G. Consider Landowners’ Meeting Date, Time and Location- Resolution 2023-11****H. Consider Proposed FY 2023 Annual Budget & Set Public Hearing – Resolution 2023-12****I. Consider Proposed FY 2024 Annual Budget & Set Public Hearing – Resolution 2023-13****J. Set Public Hearing for Uniform Method of Collections – Resolution 2023-14****K. Consider Rules of Procedure & Setting Public Hearing - Resolution 2023-15****L. Consider Policy Re: Support & Legal Defense for Board & Staff- Resolution 2023-16****M. Authorization to obtain General Liability and Public Officers Insurance-By Motion****N. Consider Designation of a Qualified Public Depository- Resolution 2023-17****O. Authorization of Signatories- Resolution 2023-18****P. Authorization to Disburse Funds for Expenses- Resolution 2023-19****Q. Consider Adoption of Investment Policy- Resolution 2023-20****R. Consider Approval of Florida Statewide Mutual Aid Agreement- Resolution 2023-21****S. Consider Provisions for Public Comments – Resolution 2023-22****T. Appointment of Audit Committee - By Motion****U. Consideration of ADA Website Compliance Agreement**

Mr. Lamb went over all Business Items as presented with the Board. The Landowners Election will be held on July 18, 2023, at 2:00 p.m., same location. The Public Hearings for the FY 2024 Budget, Uniform Method of Collections, Audit Committee, and Rules of Procedure, etc. will be held on August 15, 2023, at 2:00 p.m., same location. The Board of Supervisors appointed the Board as the Audit Committee. The Board authorized obtaining general liability and public officers’ insurance.

On MOTION by Mr. de la Ossa seconded by Mr. Spence with all in favor Business Matters 7A through U as presented, were approved and Resolutions 2023-05 through 2023-22 were adopted. 4-0

EIGHTH ORDER OF BUSINESS

Preliminary Report Presentations & Items Related to Finance & Bond Issuance

A. Consider Master Report of Engineer

Mr. Lamb briefly discussed the Master Validation Report of Engineer with the Board.

On MOTION by Mr. de la Ossa seconded by Mr. Spence with all in favor the Master Report of Engineer was approved in substantial form. 4-0

B. Consider Bond Validation Report of Assessment Consultant

Mr. Lamb briefly discussed the Bond Validation Report of the Assessment Consultant with the Board.

On MOTION by Mr. de la Ossa seconded by Mr. Spence with all in favor the Bond Validation Report of Assessment Consultant was approved in substantial form. 4-0

C. Authorizing Issuance of Bonds/Filing of Validation Complaint – Resolution 2023-23

i. Master Trust Indenture

Mr. Lamb briefly discussed Resolution 2023-23 with the Board.

On MOTION by Mr. de la Ossa seconded by Mr. Spence with all in favor Resolution 2023-23, authorizing issuance of bonds and filing of validation complaint was adopted in substantial form. 4-0

D. Consider Authorization of Chairman to Accept or Execute Certain Documents Resolution 2023-24

Mr. Lamb briefly discussed Resolution 2023-24 with the Board to authorize Chairman or Vice-Chairman to Accept or Execute Certain Documents.

On MOTION by Mr. de la Ossa seconded by Mr. Spence with all in favor Resolution 2023-24, modified to include the Chairman or Vice Chairman to accept or execute certain documents, was adopted in substantial form. 4-0

A. Other Matters Relating to Financing

There being no other matters relating to financing, the next order of business followed.

NINTH ORDER OF BUSINESS

Administrative Matters

B. Request for Working Capital – By Motion

Mr. Lamb briefly discussed the request for Working Capital and procedures.

TENTH ORDER OF BUSINESS

Staff Reports

A. District Counsel

B. District Manager

C. District Engineer

There being no staff reports, the next order of business followed.

ELEVENTH ORDER OF BUSINESS

Board Members Comments

There being no Board member comments, the next order of business followed.

TWELFTH ORDER OF BUSINESS

Public Comments

There being no public comments, the next order of business followed.

THIRTEENTH ORDER OF BUSINESS

Adjournment

There being no further business,

On MOTION by Mr. de la Ossa seconded by Ms. Motko with all in favor the meeting was declared adjourned.

Angie Grunwald
Assistant Secretary

Nicholas Dister
Chairman

FOURTH ORDER OF BUSINESS

Election of Supervisors

The ballots and proxies were collected, and the votes were tabulated. Mr. Lamb proceeded with announcing the results:

- Mr. Nicholas Dister received five hundred (500) votes and will serve on Seat 1 with a four-year term.
- Mr. Carlos de la Ossa received five hundred (500) votes and will serve on Seat 2 with a four-year term.
- Mr. Ryan Motko received two-hundred and fifty (250) votes and will serve on Seat 3 with a two-year term.
- Mr. Thomas Spence received two-hundred and fifty (250) votes and will serve on Seat 4 with a two-year term.
- Mr. Mike Rainer received two-hundred and fifty (250) votes and will serve on Seat 5 with a two-year term.

Mr. Lamb discussed paperwork process, and the Oaths of Office were administered by Ms. Grunwald, Notary Public for the State of Florida. The Board members were aware of the Sunshine Laws and legal requirements.

FIFTH ORDER OF BUSINESS

Owner's Requests

There being no owner's requests, the next order of business followed.

SIXTH ORDER OF BUSINESS

Adjournment

There being no further business,

| |
|---|
| On MOTION by Mr. de la Ossa seconded by Mr. Motko with all in favor the meeting was declared adjourned. |
|---|

1 **MINUTES OF THE REGULAR MEETING**
2 **HILLCREST PRESERVE**
3 **COMMUNITY DEVELOPMENT DISTRICT**
4

5 The Regular Meeting for the Board of Supervisors of the Hillcrest Preserve Community
6 Development District was held on Tuesday, July 18, 2023, at 11:37 a.m. at the SpringHill Suites
7 by Marriott Tampa Suncoast Parkway located at 16615 Crosspointe Run, Land O' Lakes, FL
8 34638.
9

10 Present and constituting a quorum were:

| | | |
|----|-------------------|---------------------|
| 11 | | |
| 12 | Nick Dister | Chairperson |
| 13 | Carlos de la Ossa | Vice-Chairperson |
| 14 | Ryan Motko | Assistant Secretary |
| 15 | Thomas Spence | Assistant Secretary |
| 16 | Mike Rainer | Assistant Secretary |
| 17 | | |

18 Also present were:

| | | |
|----|----------------|------------------|
| 19 | | |
| 20 | Brian Lamb | District Manager |
| 21 | Angie Grunwald | District Manager |
| 22 | Vivek Babbar | District Counsel |
| 23 | Michael Border | District Counsel |
| 24 | | |
| 25 | | |

26 *The following is a summary of the discussions and actions taken.*
27

28 **FIRST ORDER OF BUSINESS**

Vendor and Staff Reports

- 29 **A. District Counsel**
30 **B. District Manager**
31 **C. District Engineer**

32 There being no vendor or staff reports, the next order of business followed.
33

34 **SECOND ORDER OF BUSINESS**

Business Items

- 35 **A. Consideration of Resolution 2023-25; Canvassing and Certifying the**
36 **Results of the Landowners Election**

37 Mr. Lamb canvased and certified the results of the Landowners' election associated
38 with both Mr. Dister and Mr. de la Ossa receiving five hundred (500) votes, both serving a four-
39 year term. The remaining balance of the Board: Mr. Spence, Mr. Rainer, and Mr. Motko
40 receiving two-hundred and fifty (250) votes will serve a two-year term.

41 A copy of signed Notarized Oaths from each member was received for record of
42 proceedings.

43 Mr. Lamb informed all elected Board members to accept or reject compensation. All
44 members have duly accepted.

UNAPPROVED

On MOTION by Mr. de la Ossa seconded by Mr. Rainer with all in favor Resolution 2023-25, Canvassing and Certifying the Results of the Landowners Election as discussed, was adopted. 5-0

B. Consideration of Resolution 2023-26; Designating Officers

Mr. Lamb discussed the current officers' positions with Mr. Dister as Chairperson, and Mr. de la Ossa as Vice-Chairperson. Mr. Lamb with Inframark will be appointed as the Secretary, and Mr. Eric Davidson with Inframark as the Treasurer. The remaining Board members: Mr. Motko, Mr. Spence, and Mr. Rainer are appointed as Assistant Secretary. Ms. Grunwald is appointed as an additional Assistant Secretary for signatory purposes.

On MOTION by Mr. de la Ossa seconded by Mr. Dister with all in favor Resolution 2023-26, Designating officers with same slate as discussed, was adopted. 5-0

C. General Matters of the District

There being no additional general matters of the District, the next order of business followed.

THIRD ORDER OF BUSINESS

Board Members Comments

There being no Board member comments, the next order of business followed.

FOURTH ORDER OF BUSINESS

Public Comments

There being no public comments, the next order of business followed.

FIFTH ORDER OF BUSINESS

Adjournment

There being no further business,

On MOTION by Mr. de la Ossa seconded by Mr. Spence with all in favor the meeting was declared adjourned.

Angie Grunwald
Assistant Secretary

Nicholas Dister
Chairman

HILLCREST PRESERVE CDD
Summary of Operations and Maintenance Invoices

| Vendor | Invoice/Account Number | Amount | Vendor Total | Comments/Description |
|-------------------------------------|------------------------|-------------------|--------------|--|
| Monthly Contract | | \$0.00 | | |
| Monthly Contract Subtotal | | \$0.00 | | |
| Variable Contract | | | | |
| MICHAEL TODD RAINER | MR 071823 | \$200.00 | | SUPERVISOR FEE 07/18/23 |
| NICHOLAS J. DISTER | ND 071823 | \$200.00 | | SUPERVISOR FEE 07/18/23 |
| THOMAS R. SPENCE | TS 071823 | \$200.00 | | SUPERVISOR FEE 07/18/23 |
| Variable Contract Subtotal | | \$600.00 | | |
| Utilities | | \$0.00 | | |
| Utilities Subtotal | | \$0.00 | | |
| Regular Services | | | | |
| STRALEY ROBIN VERICKER | 23325 | \$4,305.14 | | GENERAL CONSULTING - PROFESSIONAL SERVICES THRU - 06/11/23 |
| TIMES PUBLISHING COMPANY | 283154 042323 | \$1,040.00 | | ESTABLISH BOUNDARIES AD 04/23/2023 |
| TIMES PUBLISHING COMPANY | 328841 071223 | \$107.20 | | RULE DEVELOPMENT |
| TIMES PUBLISHING COMPANY | 328841 071623 | \$336.50 | \$1,483.70 | RULEMAKING |
| Regular Services Subtotal | | \$5,788.84 | | |
| Additional Services | | \$0.00 | | |
| Additional Services Subtotal | | \$0.00 | | |
| TOTAL | | \$6,388.84 | | |

Approved (with any necessary revisions noted):

Signature: _____

Title (Check one):

| |
|--|
| HILLCREST PRESERVE CDD Summary of Operations and Maintenance Invoices |
|--|

| Vendor | Invoice/Account Number | Amount | Vendor Total | Comments/Description |
|--------|---------------------------|--------|-----------------|----------------------|
| | | | | |

☐ Chariman ☐ Vice Chariman ☐ Assistant Secretary

HILLCREST PRESERVE CDD**MR 071823****MEETING DATE: July 18, 2023**

| SUPERVISORS | CHECK IF IN ATTENDANCE | STATUS | PAYMENT AMOUNT |
|--------------------|-------------------------------|---------------|-----------------------|
| Mike Rainer | ✓ | Accept | \$200 |
| Thomas Spence | ✓ | Accept | \$200 |
| Nick Dister | ✓ | Accept | \$200 |
| Ryan Motko | ✓ | Accept | \$200 |
| Carlos de la Ossa | ✓ | Accept | \$200 |

DMS Staff Signature Brian Lamb

HILLCREST PRESERVE CDDMEETING DATE: July 18, 2023

ND 071823

| SUPERVISORS | CHECK IF IN ATTENDANCE | STATUS | PAYMENT AMOUNT |
|-------------------|------------------------|--------|----------------|
| Mike Rainer | ✓ | Accept | \$200 |
| Thomas Spence | ✓ | Accept | \$200 |
| Nick Dister | ✓ | Accept | \$200 |
| Ryan Motko | ✓ | Accept | \$200 |
| Carlos de la Ossa | ✓ | Accept | \$200 |

DMS Staff Signature Brian Lamb

HILLCREST PRESERVE CDD

MEETING DATE: July 18, 2023

TS 071823

| SUPERVISORS | CHECK IF IN ATTENDANCE | STATUS | PAYMENT AMOUNT |
|-------------------|------------------------|--------|----------------|
| Mike Rainer | ✓ | Accept | \$200 |
| Thomas Spence | ✓ | Accept | \$200 |
| Nick Dister | ✓ | Accept | \$200 |
| Ryan Motko | ✓ | Accept | \$200 |
| Carlos de la Ossa | ✓ | Accept | \$200 |

DMS Staff Signature Brian Lamb

Straley Robin Vericker

1510 W. Cleveland Street

Tampa, FL 33606

Telephone (813) 223-9400

Federal Tax Id. - 20-1778458

Hillcrest Preserve Community Development District

Inframark

2005 Pan Am Circle, Ste. 300

Tampa, FL 33607

July 17, 2023

Client: 001607

Matter: 000001

Invoice #: 23325

Page: 1

RE: General

For Professional Services Rendered Through July 11, 2023

SERVICES

| Date | Person | Description of Services | Hours | Amount |
|-----------|--------|---|-------|------------|
| 5/30/2023 | JMV | REVIEW COMMUNICATION RE: CDD ORGANIZATIONAL MEETING. | 0.3 | \$112.50 |
| 6/1/2023 | JMV | PREPARE AND FILE NOTICE OF ESTABLISHMENT. | 0.7 | \$262.50 |
| 6/1/2023 | LB | PREPARE VARIOUS DRAFT RESOLUTIONS AND RULES OF PROCEDURE FOR ORGANIZATIONAL MEETING; PREPARE NOTICE OF ESTABLISHMENT AND RECORD SAME; PREPARE CORRESPONDENCE TO J. GASKINS, DEO RE FILING ORDINANCE, LOCATION MAP AND PROVIDING REGISTERED AGENT INFORMATION TO THE STATE; REVIEW CORRESPONDENCE FROM J. GASKINS AND PROFILE FOR THE DISTRICT AND APPROVE SAME. | 4.3 | \$752.50 |
| 6/2/2023 | JMV | PREPARE RESOLUTIONS FOR CDD BOARD MEETING. | 3.1 | \$1,162.50 |
| 6/2/2023 | LB | FINALIZE RESOLUTIONS AND MATERIALS FOR ORGANIZATIONAL MEETING; PREPARE CORRESPONDENCE TO DISTRICT MANAGER RE SAME. | 0.6 | \$105.00 |
| 6/4/2023 | JMV | REVIEW AGENDA PACKET AND PREPARE FOR CDD BOARD MEETING AND ORGANIZATIONAL MEETING. | 1.1 | \$412.50 |
| 6/5/2023 | JMV | PREPARE FOR AND ATTEND CDD BOARD MEETING; PREPARE RESOLUTION. | 2.1 | \$787.50 |
| 6/13/2023 | LB | CORRESPONDENCE TO AND FROM M. ALVAREZ RE LANDOWNER'S ELECTION AND PUBLIC HEARING DATES; PREPARE DRAFT PUBLICATION AD FOR LANDOWNER'S ELECTION, DRAFT PUBLICATION ADS FOR RULES OF PROCEDURE, DRAFT PUBLICATION AD FOR FY 2023 AND FY 2024 BUDGETS AND DRAFT PUBLICATION AD FOR UNIFORM METHOD OF COLLECTION. | 2.2 | \$385.00 |

July 17, 2023

Client: 001607

Matter: 000001

Invoice #: 23325

Page: 2

SERVICES

| Date | Person | Description of Services | Hours | Amount |
|-----------------------------|--------|--|-------|------------|
| 6/14/2023 | JMV | PREPARE LANDOWNER ELECTION DOCUMENTATION. | 0.1 | \$37.50 |
| 6/16/2023 | LB | FINALIZE PUBLICATION ADS FOR LANDOWNER'S ELECTION, RULES OF PROCEDURE, UNIFORM METHOD OF COLLECTION AND BUDGETS; PREPARE CORRESPONDENCE TO DISTRICT MANAGER RE SAME. | 0.3 | \$52.50 |
| Total Professional Services | | | 14.8 | \$4,070.00 |

DISBURSEMENTS

| Date | Description of Disbursements | Amount |
|---------------------|---|----------|
| 6/1/2023 | Department of Economic Opportunity- Miscellaneous- Harvest Ridge CDD - Invoice 87658 - DEO FY 2022-2023 Annual Dues | \$100.00 |
| 6/2/2023 | Simplefile E-Recording- Filing Fee- Filling fees | \$49.25 |
| 6/6/2023 | Postage | \$0.60 |
| 6/8/2023 | FEDEX- Federal Express- FedEx Services | \$24.99 |
| 6/15/2023 | Photocopies | \$60.30 |
| Total Disbursements | | \$235.14 |

| | |
|------------------------|-------------------|
| Total Services | \$4,070.00 |
| Total Disbursements | \$235.14 |
| Total Current Charges | \$4,305.14 |
| PAY THIS AMOUNT | \$4,305.14 |

Please Include Invoice Number on all Correspondence

Tampa Bay Times

tampabay.com

Times Publishing Company

DEPT 3396

PO BOX 123396

DALLAS, TX 75312-3396

Toll Free Phone: 1 (877) 321-7355

Fed Tax ID 59-0482470

ADVERTISING INVOICE

| Advertising Run Dates | | Advertiser Name | |
|-----------------------|--|------------------------|------------------|
| 04/23/23 | | HILLCREST PRESERVE CDD | |
| Billing Date | | Sales Rep | Customer Account |
| 04/23/2023 | | Deirdre Bonett | 328841 |
| Total Amount Due | | | Ad Number |
| \$1,040.00 | | | 0000283154 |

Received

MAY 01 2023

PAYMENT DUE UPON RECEIPT

| Start | Stop | Ad Number | Product | Placement | Description PO Number | Ins. | Size | Net Amount |
|----------|----------|------------|--------------|------------|---|------|------------|------------------|
| 04/23/23 | 04/23/23 | 0000283154 | Times | Legals CLS | ESTABLISH BOUNDARIES | 1 | 2x14.00 IN | \$1,036.00 |
| 04/23/23 | 04/23/23 | 0000283154 | Tampabay.com | Legals CLS | ESTABLISH BOUNDARIES AffidavitMaterial | 1 | 2x14.00 IN | \$0.00 \$4.00 |

1 of 4

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Tampa Bay Times

tampabay.com

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DALLAS, TX 75312-3396

Toll Free Phone: 1 (877) 321-7355

ADVERTISING INVOICE

Thank you for your business.

| Advertising Run Dates | | Advertiser Name | |
|-----------------------|--|------------------------|------------------|
| 04/23/23 | | HILLCREST PRESERVE CDD | |
| Billing Date | | Sales Rep | Customer Account |
| 04/23/2023 | | Deirdre Bonett | 328841 |
| Total Amount Due | | | Ad Number |
| \$1,040.00 | | | 0000283154 |

DO NOT SEND CASH BY MAIL

PLEASE MAKE CHECK PAYABLE TO:

TIMES PUBLISHING COMPANY

REMIT TO:

HILLCREST PRESERVE CDD
C/O INFRAMARK
2005 PAN AM CIRCLE SUITE 300
TAMPA, FL 33607

Times Publishing Company
DEPT 3396
PO BOX 123396
DALLAS, TX 75312-3396



Times Publishing Company

DEPT 3396

PO BOX 123396

DALLAS, TX 75312-3396

Toll Free Phone: 1 (877) 321-7355

Fed Tax ID 59-0482470

ADVERTISING INVOICE

| Advertising Run Dates | | Advertiser Name | |
|-----------------------|----------------|------------------------|--|
| 07/12/23 | | HILLCREST PRESERVE CDD | |
| Billing Date | Sales Rep | Customer Account | |
| 07/12/2023 | Deirdre Bonett | 328841 | |
| Total Amount Due | | Ad Number | |
| \$107.20 | | 0000293555 | |

PAYMENT DUE UPON RECEIPT

| Start | Stop | Ad Number | Product | Placement | Description PO Number | Ins. | Size | Net Amount |
|----------|----------|------------|--------------|------------|--------------------------|------|--------|------------|
| 07/12/23 | 07/12/23 | 0000293555 | Times | Legals CLS | Rule Development | 1 | 2x43 L | \$103.20 |
| 07/12/23 | 07/12/23 | 0000293555 | Tampabay.com | Legals CLS | Rule Development | 1 | 2x43 L | \$0.00 |
| | | | | | AffidavitMaterial | | | \$4.00 |

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DALLAS, TX 75312-3396

Toll Free Phone: 1 (877) 321-7355

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Thank you for your business.

| Advertising Run Dates | | Advertiser Name | |
|-----------------------|----------------|------------------------|--|
| 07/12/23 | | HILLCREST PRESERVE CDD | |
| Billing Date | Sales Rep | Customer Account | |
| 07/12/2023 | Deirdre Bonett | 328841 | |
| Total Amount Due | | Ad Number | |
| \$107.20 | | 0000293555 | |

DO NOT SEND CASH BY MAIL

PLEASE MAKE CHECK PAYABLE TO:

TIMES PUBLISHING COMPANY

REMIT TO:

HILLCREST PRESERVE CDD
C/O INFRAMARK
2005 PAN AM CIRCLE SUITE 300
TAMPA, FL 33607

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PO BOX 123396
DALLAS, TX 75312-3396

0000293555

Tampa Bay Times

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PO BOX 123396

DALLAS, TX 75312-3396

Toll Free Phone: 1 (877) 321-7355

Fed Tax ID 59-0482470

ADVERTISING INVOICE

| Advertising Run Dates | Advertiser Name | |
|-----------------------|------------------------|------------------|
| 07/16/23 | HILLCREST PRESERVE CDD | |
| Billing Date | Sales Rep | Customer Account |
| 07/16/2023 | Deirdre Bonett | 328841 |
| Total Amount Due | | Ad Number |
| \$336.50 | | 0000293556 |

PAYMENT DUE UPON RECEIPT

| Start | Stop | Ad Number | Product | Placement | Description PO Number | Ins. | Size | Net Amount |
|----------|----------|------------|--------------|------------|---------------------------------|------|--------|------------------|
| 07/16/23 | 07/16/23 | 0000293556 | Times | Legals CLS | Rulemaking | 1 | 2x96 L | \$332.50 |
| 07/16/23 | 07/16/23 | 0000293556 | Tampabay.com | Legals CLS | Rulemaking AffidavitMaterial | 1 | 2x96 L | \$0.00 \$4.00 |

PLEASE DETACH AND RETURN LOWER PORTION WITH YOUR REMITTANCE

Tampa Bay Times

tampabay.com

DEPT 3396

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DALLAS, TX 75312-3396

Toll Free Phone: 1 (877) 321-7355

ADVERTISING INVOICE

Thank you for your business.

| Advertising Run Dates | Advertiser Name | |
|-----------------------|------------------------|------------------|
| 07/16/23 | HILLCREST PRESERVE CDD | |
| Billing Date | Sales Rep | Customer Account |
| 07/16/2023 | Deirdre Bonett | 328841 |
| Total Amount Due | | Ad Number |
| \$336.50 | | 0000293556 |

DO NOT SEND CASH BY MAIL

PLEASE MAKE CHECK PAYABLE TO:

TIMES PUBLISHING COMPANY

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Hillcrest Preserve Community Development District

Financial Statements
(Unaudited)

Period Ending
July 31, 2023

Prepared by:



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HILLCREST PRESERVE COMMUNITY DEVELOPMENT DISTRICT

Balance Sheet

As of July 31, 2023

(In Whole Numbers)

| <u>ACCOUNT DESCRIPTION</u> | <u>TOTAL</u> |
|--|------------------|
| <u>ASSETS</u> | |
| Cash - Operating Account | \$ 24,213 |
| TOTAL ASSETS | \$ 24,213 |
| <u>LIABILITIES</u> | |
| Accounts Payable | \$ 6,942 |
| TOTAL LIABILITIES | 6,942 |
| <u>FUND BALANCES</u> | |
| Unassigned: | 17,271 |
| TOTAL FUND BALANCES | 17,271 |
| TOTAL LIABILITIES & FUND BALANCES | \$ 24,213 |

HILLCREST PRESERVE COMMUNITY DEVELOPMENT DISTRICT
Statement of Revenues, Expenditures and Changes in Fund Balances
For the Period Ending July 31, 2023
General Fund (001)
(In Whole Numbers)

| ACCOUNT DESCRIPTION | ANNUAL ADOPTED BUDGET | YEAR TO DATE ACTUAL | VARIANCE (\$) FAV(UNFAV) | YTD ACTUAL AS A % OF ADOPTED BUD |
|---|-----------------------------|------------------------|-----------------------------|--|
| <u>REVENUES</u> | | | | |
| Special Assmnts- CDD Collected | \$ 154,285 | \$ - | \$ (154,285) | 0.00% |
| Developer Contribution | - | 25,253 | 25,253 | 0.00% |
| TOTAL REVENUES | 154,285 | 25,253 | (129,032) | 16.37% |
| <u>EXPENDITURES</u> | | | | |
| <u>Administration</u> | | | | |
| Supervisor Fees | 6,000 | 2,000 | 4,000 | 33.33% |
| ProfServ-Info Technology | 125 | - | 125 | 0.00% |
| ProfServ-Recording Secretary | 600 | - | 600 | 0.00% |
| District Counsel | 9,500 | 4,305 | 5,195 | 45.32% |
| District Engineer | 9,500 | - | 9,500 | 0.00% |
| Administrative Services | 1,000 | - | 1,000 | 0.00% |
| District Manager | 7,000 | - | 7,000 | 0.00% |
| Accounting Services | 2,250 | - | 2,250 | 0.00% |
| Website Compliance | 1,800 | - | 1,800 | 0.00% |
| Postage, Phone, Faxes, Copies | 500 | - | 500 | 0.00% |
| Rentals & Leases | 83 | - | 83 | 0.00% |
| Public Officials Insurance | 2,500 | - | 2,500 | 0.00% |
| Legal Advertising | 3,500 | 1,661 | 1,839 | 47.46% |
| Bank Fees | 200 | - | 200 | 0.00% |
| Financial & Revenue Collections | 600 | - | 600 | 0.00% |
| Meeting Expense | 4,000 | - | 4,000 | 0.00% |
| Website Administration | 300 | - | 300 | 0.00% |
| Miscellaneous Expenses | 250 | - | 250 | 0.00% |
| Office Supplies | 125 | - | 125 | 0.00% |
| Dues, Licenses, Subscriptions | 175 | - | 175 | 0.00% |
| Dues AWWA | 17 | - | 17 | 0.00% |
| Total Administration | 50,025 | 7,966 | 42,059 | 15.92% |
| <u>Electric Utility Services</u> | | | | |
| Electricity - Streetlights | 30,000 | - | 30,000 | 0.00% |
| Utility - Electric | 1,500 | - | 1,500 | 0.00% |
| Total Electric Utility Services | 31,500 | - | 31,500 | 0.00% |
| <u>Flood Control/Stormwater Mgmt</u> | | | | |
| R&M-Stormwater System | 7,500 | - | 7,500 | 0.00% |
| R&M-Wetland Monitoring | 7,500 | - | 7,500 | 0.00% |
| Annual Stormwater Report | 5,000 | - | 5,000 | 0.00% |
| Total Flood Control/Stormwater Mgmt | 20,000 | - | 20,000 | 0.00% |

HILLCREST PRESERVE COMMUNITY DEVELOPMENT DISTRICT
Statement of Revenues, Expenditures and Changes in Fund Balances
For the Period Ending July 31, 2023
General Fund (001)
(In Whole Numbers)

| ACCOUNT DESCRIPTION | ANNUAL ADOPTED BUDGET | YEAR TO DATE ACTUAL | VARIANCE (\$) FAV(UNFAV) | YTD ACTUAL AS A % OF ADOPTED BUD |
|--|-----------------------------|------------------------|-----------------------------|--|
| <u>Other Physical Environment</u> | | | | |
| Landscape Mulch Chancey Road | 7,500 | - | 7,500 | 0.00% |
| Insurance - General Liability | 3,200 | - | 3,200 | 0.00% |
| Insurance -Property & Casualty | 12,500 | - | 12,500 | 0.00% |
| Landscape - Annuals | 7,500 | - | 7,500 | 0.00% |
| Landscape Maintenance | 60 | - | 60 | 0.00% |
| Entry/Gate/Walls Maintenance | 1,500 | - | 1,500 | 0.00% |
| Plant Replacement Program | 5,000 | - | 5,000 | 0.00% |
| Landscape Miscellaneous | 1,000 | - | 1,000 | 0.00% |
| Irrigation Maintenance | 6,000 | - | 6,000 | 0.00% |
| Mileage Reimbursement | - | 16 | (16) | 0.00% |
| Total Other Physical Environment | 44,260 | 16 | 44,244 | 0.04% |
| <u>Parks and Recreations</u> | | | | |
| Field Services | 4,500 | - | 4,500 | 0.00% |
| Dog Waste Station Service & Supplies | 1,500 | - | 1,500 | 0.00% |
| Total Parks and Recreations | 6,000 | - | 6,000 | 0.00% |
| <u>Contingency</u> | | | | |
| Misc-Contingency | 2,500 | - | 2,500 | 0.00% |
| Total Contingency | 2,500 | - | 2,500 | 0.00% |
| TOTAL EXPENDITURES | 154,285 | 7,982 | 146,303 | 5.17% |
| Excess (deficiency) of revenues | | | | |
| Over (under) expenditures | - | 17,271 | 17,271 | 0.00% |
| FUND BALANCE, BEGINNING (OCT 1, 2022) | | - | | |
| FUND BALANCE, ENDING | | \$ 17,271 | | |

HILLCREST PRESERVE CDD

Bank Reconciliation

Bank Account No. 817335 TRUIST- GF Operating
Statement No. 07-23
Statement Date 7/31/2023

| | | | |
|----------------------|-----------|----------------------|-----------|
| G/L Balance (LCY) | 24,212.50 | Statement Balance | 24,212.50 |
| G/L Balance | 24,212.50 | Outstanding Deposits | 0.00 |
| Positive Adjustments | 0.00 | | |
| | | Subtotal | 24,212.50 |
| Subtotal | 24,212.50 | Outstanding Checks | 0.00 |
| Negative Adjustments | 0.00 | Differences | 0.00 |
| | | | |
| Ending G/L Balance | 24,212.50 | Ending Balance | 24,212.50 |
| | | | |
| Difference | 0.00 | | |

| Posting Date | Document Type | Document No. | Description | | Amount | Cleared Amount | Difference |
|----------------|---------------|--------------|--------------------------|-----|-----------|----------------|------------|
| Checks | | | | | | | |
| 7/19/2023 | Payment | 1001 | TIMES PUBLISHING COMPANY | | 1,040.00 | 1,040.00 | 0.00 |
| Total Checks | | | | | 1,040.00 | 1,040.00 | 0.00 |
| Deposits | | | | | | | |
| 7/28/2023 | | JE000002 | CK#1048### - Dev Funding | G/L | 24,212.50 | 24,212.50 | 0.00 |
| Total Deposits | | | | | 24,212.50 | 24,212.50 | 0.00 |