

**HARVEST RIDGE
COMMUNITY DEVELOPMENT
DISTRICT**

APRIL 9, 2024

AGENDA PACKAGE



2005 PAN AM CIRLE SUITE 300
TAMPA FL, 33607

Harvest Ridge

Community Development District

Agenda Page #2

Board of Supervisors

Carla Tabshe, Chairman
Tony Tabshe, Vice-Chairman
Jack Lawrence, Assistant Secretary
Dawson Ransom, Assistant Secretary
Eric Davidson, Assistant Secretary

District Staff

Brian Lamb, District Manager
Vivek Babbar, District Counsel
Tonja Stewart, District Engineer

Regular Meeting Agenda

Tuesday, April 9, 2024, at 11:00 a.m.

The Regular Meeting of Harvest Ridge Community Development District will be held on **April 9, 2024, at 11:00 a.m. at the SpringHill Suites by Marriott Tampa Suncoast, which are located at 16615 Crosspointe Run, Land O' Lakes, FL 34638.** For those who intend to call in below is the Teams information. Please let us know at least 24 hours in advance if you are planning to call into the meeting.

Microsoft Teams meeting: [Click here to join the meeting](#)

Meeting ID: 258 427 298 231

Call in (audio only) +1 646-838-1601

Passcode: ZxULwi

Phone Conference ID: 280 712 200#

1. **CALL TO ORDER/ROLL CALL**
2. **PUBLIC COMMENTS ON AGENDA ITEMS**
3. **BUSINESS ITEMS**
4. **CONSENT AGENDA**
 - A. Consideration of February 13, 2024 Meeting Minutes
 - B. Consideration of Operation and Maintenance Expenditures for January through February 2024
 - C. Review of Financial Statements Months Ending January and February 2024
5. **STAFF REPORTS**
 - A. District Counsel
 - i. Consideration of Interlocal Agreement – Pasco County Property Appraiser
 - ii. Consideration of Interlocal Agreement – Pasco County Tax Collector
 - B. District Manager
 - i. Community Inspection Reports
 - ii. Review and Consideration of Engineering Firms
 - C. District Engineer
6. **BOARD OF SUPERVISORS REQUESTS AND COMMENTS**
7. **ADJOURNMENT**

*The next regularly scheduled meeting is May 14, 2024, at 11:00 a.m.

Fourth Order of Business

4A

**MINUTES OF REGULAR MEETING
HARVEST RIDGE
COMMUNITY DEVELOPMENT DISTRICT**

The regular meeting of the Board of Supervisors of the Harvest Ridge Community Development District was held on February 13, 2024, at 11:00 a.m. at the SpringHill Suites by Marriott Tampa Suncoast Parkway located at 16615 Crosspointe Run, Land O' Lakes, FL 34638.

Present and constituting a quorum were:

Carla Tabshe	Chairman
Eric Davidson	Assistant Secretary
Dawson Ransom	Assistant Secretary

Also, present were:

Brian Lamb	District Manager
Mark Straley	District Counsel (Via Telephone)
Residents	

The following is a summary of the discussions and actions taken at the meeting.

FIRST ORDER OF BUSINESS

Call to Order/Roll Call

Mr. Lamb called the meeting to order and called the roll. A quorum was established.

SECOND ORDER OF BUSINESS

Public Comments on Agenda Items

There being none, the next order of business followed.

THIRD ORDER OF BUSINESS

Business Items

A. Acceptance of Resignation of District Engineer- Charles Otero

On MOTION by Ms. Tabshe seconded by Mr. Ransom, with all in favor, the Resignation of District Engineer, Charles Otero, was accepted. 3-0

B. Authorization for RFQ for District Engineering Services Process

Mr. Lamb discussed the RFQ process. The board approved the RFQ process to start on April 9, 2024.

On MOTION by Ms. Tabshe seconded by Mr. Ransom, with all in favor, staff was authorized to proceed with the RFQ for District Engineering Services to be considered at the April 09, 2024 meeting. 3-0

FORTH ORDER OF BUSINESS

Consent Agenda

- A. Approval of Minutes of the April 18, 2023: Special Organizational Meeting**
- B. Approval of Minutes of the May 25, 2023; Landowner's Election**
- C. Approval of Minutes of the May 25, 2023; Public Hearing, Audit Committee, and Regular Meeting**
- D. Consideration of Operation and Maintenance Expenditures July-December 2023**
- E. Review of Financial Statements Month Ending December 2023**

On MOTION by Ms. Tabshe seconded by Mr. Ransom, with all in favor, the Consent Agenda was approved. 3-0

FIFTH ORDER OF BUSINESS

Staff Reports

- A. District Counsel**
- B. District Manager**
 - i. Community Inspection Reports**
 - Discussion ensued regarding landscaping improvements such as plant replacements, along with the removal of vegetation from certain aquatic areas in the lakes.
 - Mr. Lamb announced the budget process will begin in May and levying bond assessments for the Series 2024 Bonds associated with the project.

C. District Engineer

There being none, the next item followed.

SIXTH ORDER OF BUSINESS

**Board of Supervisors
Requests & Comments**

- Mr. Charles Marks, a resident of the community, expressed concerns about the upkeep of the community and asked who he should contact. The discussion also covered District roads and parking. A recording of the discussion is available on request.

SEVENTH ORDER OF BUSINESS

Adjournment

There being no further business,

On MOTION by Mr. Davidson seconded by Mr. Ransom with all in favor the meeting was adjourned. 3-0

Assistant Secretary

Chairperson

4B

HARVEST RIDGE CDD Summary of Operations and Maintenance Invoices

Vendor	Invoice/Account Number	Amount	Vendor Total	Comments/Description
Monthly Contract				
CYPRESS CREEK AQUATICS	1303	\$490.00		AQUATIC MAINT. - JANUARY 2024
INFRAMARK LLC	108650	\$2,000.01		DISTRICT INVOICE JANUARY 2024
YELLOWSTONE LANDSCAPE	TM 540384	\$1,666.50		LANDSCAPE MAINT. - MAY 2023
YELLOWSTONE LANDSCAPE	TM 543053	\$3,333.00		LANDSCAPE MAINT. - JUNE 2023
YELLOWSTONE LANDSCAPE	TM 549705	\$4,415.00		LANDSCAPE MAINT. - JULY 2023
YELLOWSTONE LANDSCAPE	TM 578401	\$4,415.00		LANDSCAPE MAINT. - SEPTEMBER 2023
YELLOWSTONE LANDSCAPE	TM 598520	\$4,415.00		LANDSCAPE MAINT. - OCTOBER 2023
YELLOWSTONE LANDSCAPE	TM 611308	\$4,415.00		LANDSCAPE MAINT. - NOVEMBER 2023
YELLOWSTONE LANDSCAPE	TM 625729	\$4,415.00		LANDSCAPE MAINT. - DECEMBER 2023
YELLOWSTONE LANDSCAPE	TM 638830	\$4,415.00	\$31,489.50	LANDSCAPE MAINT. - JANUARY 2024
Monthly Contract Subtotal		\$33,979.51		
Variable Contract		\$0.00		
Variable Contract Subtotal		\$0.00		
Utilities				
DUKE ENERGY	910146456693 010224	\$126.23		ELECTRICITY SERVICE - 11/30/23-12/28/23
Utilities Subtotal		\$126.23		
Regular Services				
INFRAMARK LLC	108899	\$3,556.00		DISTRICT SERVICES JANUARY 2024
YELLOWSTONE LANDSCAPE	TM 561811	\$1,200.00		LANDSCAPE ENHANCEMENT
Regular Services Subtotal		\$4,756.00		
Additional Services		\$0.00		
Additional Services Subtotal		\$0.00		

HARVEST RIDGE CDD Summary of Operations and Maintenance Invoices

Vendor	Invoice/Account Number	Amount	Vendor Total	Comments/Description
TOTAL		\$38,861.74		

Approved (with any necessary revisions noted):

Signature:

Title (Check one):

☐ Chariman ☐ Vice Chariman ☐ Assistant Secretary

Cypress Creek Aquatics, Inc.

12231 Main St Unit 1196
San Antonio, FL 33576**Invoice**

Date	Invoice #
1/1/2024	1303

Bill To
Harvest Ridge CDD c/o Inframark 2005 Pan Am Circle Ste 300 Tampa, FL 33607

P.O. No.	Terms	Project
	Net 30	Aquatic Maintenance

Quantity	Description	Rate	Amount
	January Aquatic Maintenance 1. Floating Vegetation Control 2. Filamentous Algae Control 3. Submersed vegetation Control 4. Shoreline grass & brush control 5. Perimeter trash cleanup	490.00	490.00
		Total	\$490.00



2002 West Grand Parkway North
Suite 100
Katy, TX 77449

INVOICE

INVOICE#

#108650

DATE

1/24/2024

CUSTOMER ID

C3190

NET TERMS

Net 30

PO#

DUE DATE

2/23/2024

BILL TO

Harvest Ridge Community
Development District
2005 Pan Am Cir
Tampa FL 33607-2359
United States

Services provided for the Month of: January 2024

DESCRIPTION	QTY	UOM	RATE	MARKUP	AMOUNT
Accounting Services	1	Ea	375.00		375.00
Administration	1	Ea	166.67		166.67
District Management	1	Ea	1,166.67		1,166.67
Financial & Revenue Collection	1	Ea	100.00		100.00
Recording Secretary	1	Ea	100.00		100.00
Rental & Leases	1	Ea	16.67		16.67
Technology/Data Storage	1	Ea	25.00		25.00
Website Maintenance / Admin	1	Ea	50.00		50.00
Subtotal					2,000.01

Subtotal

\$2,000.01

Tax

\$0.00

Total Due

\$2,000.01

Remit To : Inframark LLC, PO BOX 733778, Dallas, Texas, 75373-3778

To pay by Credit Card, please contact us at 281-578-4299, 9:00am - 5:30pm EST, Monday – Friday. A surcharge fee may apply.

To pay via ACH or Wire, please refer to our banking information below:

Account Name: INFRAMARK, LLC

ACH - Bank Routing Number: 111000614 / Account Number: 912593196

Wire - Bank Routing Number: 021000021 / SWIFT Code: CHASUS33 / Account Number: 912593196

Please include the Customer ID and the Invoice Number on your form of payment.

**INVOICE**

INVOICE #	INVOICE DATE
TM 540384	5/31/2023
TERMS	PO NUMBER
Net 30	

Bill To:

Harvest Ridge CDD
 c/o Inframark
 C/O Inframark
 2005 Pan Am Circle Suite 300
 Tampa, FL 33607

Remit To:

Yellowstone Landscape
 PO Box 101017
 Atlanta, GA 30392-1017

Property Name: Harvest Ridge CDD

Invoice Due Date: June 30, 2023

Invoice Amount: \$1,666.50

Description	Current Amount
Monthly Landscape Maintenance May 2023	\$1,666.50

Invoice Total **\$1,666.50**

Excellence

IN COMMERCIAL LANDSCAPING

Should you have any questions or inquiries please call (386) 437-6211.

**INVOICE**

INVOICE #	INVOICE DATE
TM 543053	6/1/2023
TERMS	PO NUMBER
Net 30	

Bill To:

Harvest Ridge CDD
 c/o Inframark
 C/O Inframark
 2005 Pan Am Circle Suite 300
 Tampa, FL 33607

Remit To:

Yellowstone Landscape
 PO Box 101017
 Atlanta, GA 30392-1017

Property Name: Harvest Ridge CDD

Invoice Due Date: July 1, 2023

Invoice Amount: \$3,333.00

Description	Current Amount
Monthly Landscape Maintenance June 2023	\$3,333.00

Invoice Total **\$3,333.00**

Excellence

IN COMMERCIAL LANDSCAPING

Should you have any questions or inquiries please call (386) 437-6211.

**INVOICE**

INVOICE #	INVOICE DATE
TM 549705	7/1/2023
TERMS	PO NUMBER
Net 30	

Bill To:

Harvest Ridge CDD
 c/o Inframark
 C/O Inframark
 2005 Pan Am Circle Suite 300
 Tampa, FL 33607

Remit To:

Yellowstone Landscape
 PO Box 101017
 Atlanta, GA 30392-1017

Property Name: Harvest Ridge CDD

Invoice Due Date: July 31, 2023

Invoice Amount: \$4,415.00

Description	Current Amount
Monthly Landscape Maintenance July 2023	\$4,415.00

Invoice Total **\$4,415.00**

Excellence

IN COMMERCIAL LANDSCAPING

Should you have any questions or inquiries please call (386) 437-6211.

**INVOICE**

INVOICE #	INVOICE DATE
TM 578401	9/1/2023
TERMS	PO NUMBER
Net 30	

Bill To:

Harvest Ridge CDD
 c/o Inframark
 C/O Inframark
 2005 Pan Am Circle Suite 300
 Tampa, FL 33607

Remit To:

Yellowstone Landscape
 PO Box 101017
 Atlanta, GA 30392-1017

Property Name: Harvest Ridge CDD

Invoice Due Date: October 1, 2023

Invoice Amount: \$4,415.00

Description	Current Amount
Monthly Landscape Maintenance September 2023	\$4,415.00

Invoice Total **\$4,415.00**

Excellence

IN COMMERCIAL LANDSCAPING

Should you have any questions or inquiries please call (386) 437-6211.

**INVOICE**

INVOICE #	INVOICE DATE
TM 598520	10/1/2023
TERMS	PO NUMBER
Net 30	

Bill To:

Harvest Ridge CDD
 c/o Inframark
 C/O Inframark
 2005 Pan Am Circle Suite 300
 Tampa, FL 33607

Remit To:

Yellowstone Landscape
 PO Box 101017
 Atlanta, GA 30392-1017

Property Name: Harvest Ridge CDD

Invoice Due Date: October 31, 2023

Invoice Amount: \$4,415.00

Description	Current Amount
Monthly Landscape Maintenance October 2023	\$4,415.00

Invoice Total **\$4,415.00**

Excellence

IN COMMERCIAL LANDSCAPING

Should you have any questions or inquiries please call (386) 437-6211.

**INVOICE**

INVOICE #	INVOICE DATE
TM 611308	11/1/2023
TERMS	PO NUMBER
Net 30	

Bill To:

Harvest Ridge CDD
 c/o Inframark
 C/O Inframark
 2005 Pan Am Circle Suite 300
 Tampa, FL 33607

Remit To:

Yellowstone Landscape
 PO Box 101017
 Atlanta, GA 30392-1017

Property Name: Harvest Ridge CDD

Invoice Due Date: December 1, 2023

Invoice Amount: \$4,415.00

Description	Current Amount
Monthly Landscape Maintenance November 2023	\$4,415.00

Invoice Total **\$4,415.00**

Excellence

IN COMMERCIAL LANDSCAPING

Should you have any questions or inquiries please call (386) 437-6211.

**INVOICE**

INVOICE #	INVOICE DATE
TM 625729	12/1/2023
TERMS	PO NUMBER
Net 30	

Bill To:

Harvest Ridge CDD
 c/o Inframark
 C/O Inframark
 2005 Pan Am Circle Suite 300
 Tampa, FL 33607

Remit To:

Yellowstone Landscape
 PO Box 101017
 Atlanta, GA 30392-1017

Property Name: Harvest Ridge CDD

Invoice Due Date: December 31, 2023

Invoice Amount: \$4,415.00

Description	Current Amount
Monthly Landscape Maintenance December 2023	\$4,415.00

Invoice Total **\$4,415.00**

Excellence

IN COMMERCIAL LANDSCAPING

Valued Customer:

It has been brought to our attention of a recent criminal check fraud scheme that took place targeting US mail in the Atlanta region. Checks bound for financial institutions were intercepted and fraudulently processed. If you are currently paying by check, to enhance your transaction security, we recommend you consider the option for electronic payments. Instructions for electronic payments can be provided upon request.

Please reach out to jpowell@yellowstonelandscape.com if you would like to confirm prior payment status or if you have any additional questions.

Yellowstone Landscape

Should you have any questions or inquiries please call (386) 437-6211.

**INVOICE**

INVOICE #	INVOICE DATE
TM 638830	1/1/2024
TERMS	PO NUMBER
Net 30	

Bill To:

Harvest Ridge CDD
 c/o Inframark
 C/O Inframark
 2005 Pan Am Circle Suite 300
 Tampa, FL 33607

Remit To:

Yellowstone Landscape
 PO Box 101017
 Atlanta, GA 30392-1017

Property Name: Harvest Ridge CDD

Invoice Due Date: January 31, 2024

Invoice Amount: \$4,415.00

Description	Current Amount
Monthly Landscape Maintenance January 2024	\$4,415.00

Invoice Total **\$4,415.00**

Excellence

IN COMMERCIAL LANDSCAPING

Valued Customer:

It has been brought to our attention of a recent criminal check fraud scheme that took place targeting US mail in the Atlanta region. Checks bound for financial institutions were intercepted and fraudulently processed. If you are currently paying by check, to enhance your transaction security, we recommend you consider the option for electronic payments. Instructions for electronic payments can be provided upon request.

Please reach out to jpowell@yellowstonelandscape.com if you would like to confirm prior payment status or if you have any additional questions.

Yellowstone Landscape

Should you have any questions or inquiries please call (386) 437-6211.



duke-energy.com
800.700.8744

Your Energy Bill

Agenda Page #20 Page 1 of 3

Service address
HARVEST RIDGE CDD
4438 ALLEN RD PUMP
ZEPHYRHILLS FL 33541

Bill date Jan 2, 2024
For service Nov 30 - Dec 28
29 days

Account number 9101 4645 6693

Billing summary

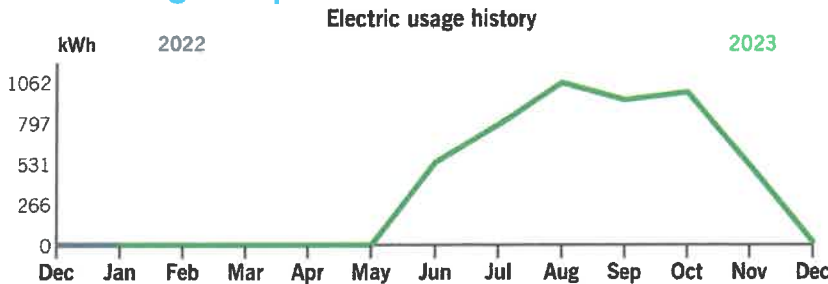
Previous Amount Due	\$95.44
Payment Received	0.00
Current Electric Charges	30.00
Taxes	0.79
Total Amount Due Jan 23	\$126.23

REMINDER

Did you overlook paying last month's bill? If payment has been made, please accept our thanks. If not, please make a payment promptly to avoid further collection activity. If you have any questions about your account, please contact us at the customer service number listed on this bill.

Start saving now! Get lots of ideas and resources to help control your energy use and save at duke-energy.com/LowerBills.

Your usage snapshot



Average temperature in degrees

65° 63° 67° 72° 76° 78° 82° 84° 84° 81° 75° 69° 66°

	Current Month	Dec 2022	12-Month Usage	Avg Monthly Usage
Electric (kWh)	17	0	N/A	697
Avg. Daily (kWh)	1	0	N/A	

12-month usage based on most recent history

Mail your payment at least 7 days before the due date or pay instantly at duke-energy.com/billing. Late payments are subject to a \$5.00 or 1.5%, late charge, whichever is greater.

Please return this portion with your payment. Thank you for your business.



Duke Energy Return Mail
PO Box 1090
Charlotte, NC 28201-1090

Account number
9101 4645 6693

JAN 05

Amount due

\$126.23
by Jan 23

After Jan 23, the amount due will increase to \$131.23.

\$ _____ \$ _____
Add here, to help others with a contribution to Share the Light **Amount enclosed**

032311 000000350



HARVEST RIDGE CDD
2005 PAN AM CIR STE 300
TAMPA FL 33607-6008



Duke Energy Payment Processing
PO Box 1094
Charlotte, NC 28201-1094

88910146456693000660000009544000000307900000126233



Your usage snapshot - Continued

Current Electric Usage		
Meter Number	Usage Type	Billing Period
4377177	Actual	Nov 30 - Dec 28
Usage Values		
Billed kWh		17.140 kWh

Billing details - Electric

Billing Period - Nov 30 23 to Dec 28 23	
Meter - 4377177	
Customer Charge	\$12.51
Energy Charge	
17.140 kWh @ 11.043c	1.89
Fuel Charge	
17.140 kWh @ 5.302c	0.91
Asset Securitization Charge	
17.140 kWh @ 0.233c	0.04
Minimum Bill Adjustment	14.65
Total Current Charges	\$30.00

The total charges incurred during this billing period are below the minimum expenses necessary to equitably provide and maintain reliable electric service to all facilities across the state. When the combined monthly customer, energy, fuel, and other charges fall below a \$30 threshold, customers will see the difference noted as a Minimum Bill Adjustment under the Billing Details section. Learn more about the minimum charge adjustment and additional customer charges at duke-energy.com/minimum.

Your current rate is Residential Service (RS-1).

Billing details - Taxes

Regulatory Assessment Fee	\$0.02
Gross Receipts Tax	0.77
Total Taxes	\$0.79





2002 West Grand Parkway North
Suite 100
Katy, TX 77449

INVOICE

BILL TO
Harvest Ridge Community
Development District
2005 Pan Am Cir
Tampa FL 33607-2359
United States

INVOICE#
#108899

CUSTOMER ID
C3190

PO#

DATE
1/30/2024

NET TERMS
Net 30

DUE DATE
2/29/2024

Services provided for the Month of: January 2024

DESCRIPTION	QTY	UOM	RATE	MARKUP	AMOUNT
Supplies	1	Ea	3,556.00		3,556.00
Subtotal					3,556.00

Subtotal	\$3,556.00
Tax	\$0.00
Total Due	\$3,556.00

Remit To : Inframark LLC, PO BOX 733778, Dallas, Texas, 75373-3778

To pay by Credit Card, please contact us at 281-578-4299, 9:00am - 5:30pm EST, Monday – Friday. A surcharge fee may apply.

To pay via ACH or Wire, please refer to our banking information below:
Account Name: INFRAMARK, LLC
ACH - Bank Routing Number: 111000614 / Account Number: 912593196
Wire - Bank Routing Number: 021000021 / SWIFT Code: CHASUS33 / Account Number: 912593196

Please include the Customer ID and the Invoice Number on your form of payment.



INVOICE

INVOICE #	INVOICE DATE
TM 561811	7/24/2023
TERMS	PO NUMBER
Net 30	

Bill To:

Harvest Ridge CDD
c/o Inframark
C/O Inframark
2005 Pan Am Circle Suite 300
Tampa, FL 33607

Remit To:

Yellowstone Landscape
PO Box 101017
Atlanta, GA 30392-1017

Property Name: Harvest Ridge CDD

Address: 4700 Allen Rd.
Zephyrhills, FL 33541

Invoice Due Date: August 23, 2023

Invoice Amount: \$1,200.00

Description	Current Amount
One time mow under powerline area	
Landscape Enhancement	\$1,200.00

Invoice Total **\$1,200.00**

IN COMMERCIAL LANDSCAPING

Should you have any questions or inquiries please call (386) 437-6211.

HARVEST RIDGE CDD
Summary of Operations and Maintenance Invoices

Vendor	Invoice/Account Number	Amount	Vendor Total	Comments/Description
Monthly Contract				
CYPRESS CREEK AQUATICS	1309	\$490.00		AQUATIC MAINT. - FEBRUARY 2024
INFRAMARK LLC	110100	\$2,000.01		DISTRICT INVOICE FEBRUARY 2024
INFRAMARK LLC	110679	\$131.18	\$2,131.19	DISTRICT SERVICES FEBRUARY 2024
Monthly Contract Subtotal		\$2,621.19		
Variable Contract				
Variable Contract Subtotal		\$0.00		
Utilities				
Utilities Subtotal		\$0.00		
Regular Services				
Mike Fasano, Pasco County Tax Collector	TAX 02202024	\$700.00		TAX COLLECTOR
STRALEY ROBIN VERICKER	24189	\$678.42		GENERAL CONSULTING - PROFESSIONAL SERVICES THRU - 01/31/24
Regular Services Subtotal		\$1,378.42		
Additional Services				
SPEAREM ENTERPRISES	5953	\$550.00		PRESSURE WASHED STAINS
SPEAREM ENTERPRISES	5984	\$275.00	\$825.00	FENCE REPAIRS
TREE FARM 2, INC	10-159323	\$3,796.00		POND REPAIRS
Additional Services Subtotal		\$4,621.00		
TOTAL		\$8,620.61		

Approved (with any necessary revisions noted):

Signature: _____

Title (Check one):

☐ Chariman ☐ Vice Chariman ☐ Assistant Secretary

Cypress Creek Aquatics, Inc.

12231 Main St Unit 1196
San Antonio, FL 33576**Invoice**

Date	Invoice #
2/1/2024	1309

Bill To
Harvest Ridge CDD c/o Inframark 2005 Pan Am Circle Ste 300 Tampa, FL 33607

P.O. No.	Terms	Project
	Net 30	Aquatic Maintenance

Quantity	Description	Rate	Amount
	February Aquatic Maintenance 1. Floating Vegetation Control 2. Filamentous Algae Control 3. Submersed vegetation Control 4. Shoreline grass & brush control 5. Perimeter trash cleanup	490.00	490.00
		Total	\$490.00



2002 West Grand Parkway North
Suite 100
Katy, TX 77449

INVOICE

INVOICE#

#110100

DATE

2/6/2024

CUSTOMER ID

C3190

NET TERMS

Net 30

PO#

DUE DATE

3/7/2024

BILL TO

Harvest Ridge Community
Development District
2005 Pan Am Cir
Tampa FL 33607-2359
United States

Services provided for the Month of: February 2024

DESCRIPTION	QTY	UOM	RATE	MARKUP	AMOUNT
Accounting Services	1	Ea	375.00		375.00
Administration	1	Ea	166.67		166.67
District Management	1	Ea	1,166.67		1,166.67
Financial & Revenue Collection	1	Ea	100.00		100.00
Recording Secretary	1	Ea	100.00		100.00
Rental & Leases	1	Ea	16.67		16.67
Technology/Data Storage	1	Ea	25.00		25.00
Website Maintenance / Admin	1	Ea	50.00		50.00
Subtotal					2,000.01

Subtotal

\$2,000.01

Tax

\$0.00

Total Due

\$2,000.01

Remit To : Inframark LLC, PO BOX 733778, Dallas, Texas, 75373-3778

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2002 West Grand Parkway North
Suite 100
Katy, TX 77449

BILL TO

Harvest Ridge Community
Development District
2005 Pan Am Cir
Tampa FL 33607-2359
United States

INVOICE#

#110679

CUSTOMER ID

C3190

PO#**DATE**

2/27/2024

NET TERMS

Net 30

DUE DATE

3/28/2024

Services provided for the Month of: February 2024

DESCRIPTION	QTY	UOM	RATE	MARKUP	AMOUNT
Postage	1	Ea	0.64		0.64
Eric Davidson 12-1-23 Springhill Suites Land: Client meeting \$130.54	1	Ea	130.54		130.54
Subtotal					131.18

Subtotal

\$131.18

Tax

\$0.00

Total Due

\$131.18

Remit To : Inframark LLC, PO BOX 733778, Dallas, Texas, 75373-3778

To pay by Credit Card, please contact us at 281-578-4299, 9:00am - 5:30pm EST, Monday – Friday. A surcharge fee may apply.

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Account Name: INFRAMARK, LLC

ACH - Bank Routing Number: 111000614 / Account Number: 912593196

Wire - Bank Routing Number: 021000021 / SWIFT Code: CHASUS33 / Account Number: 912593196

Please include the Customer ID and the Invoice Number on your form of payment.

Invoice TAX 02202024

Amount \$700.00

February 20, 2024

Ida-Christina Skerrit
Revenue and Collections Specialist
Inframark
2005 Pan Am Circle Suite 300
Tampa FL 33607

Re: Agreements for **Harvest Ridge**, Hillcrest Preserve, West Hillcrest, and Two Rivers East
CDD's, Resolutions 2023-30, 2023-27, 2023-29 x 2

Dear Ms. Skerrit:

This will acknowledge receipt of the District's above referenced resolutions dated June 20, 2023, August 15, 2023, June 27, 2023 and December 20, 2022, respectively.

Chapter 197.3632(2) F.S. provides that a written agreement be executed by the Tax Collector and local governing board as a prerequisite to the collection of a non-ad valorem assessment. Our policy requires payment of a non-refundable administrative fee in the amount of \$700.00 each with the submission of the contracts.

Attached are original contracts. Please execute two copies of each and return to me together with your check in the amount of \$2800.00. I will execute and return originals to you. We must receive the contracts and payment no later than March 1, 2024, in order to collect the assessments on the 2024 tax roll.

Thank you for your cooperation.

Best wishes,

Mike Fasano
Tax Collector

MF/jlo
Enclosure

cc: Tim Couet, Chief Deputy Tax Collector
Abby Noyes, Director of Finance
Jody Grove, Director of IT
Michele Musser, Tax Manager

Straley Robin Vericker

1510 W. Cleveland Street

Tampa, FL 33606

Telephone (813) 223-9400

Federal Tax Id. - 20-1778458

Harvest Ridge Community Development District

Inframark

210 N. University Drive, Suite 702

Coral Springs, FL 33071

February 09, 2024

Client: 001605

Matter: 000001

Invoice #: 24189

Page: 1

RE: General

For Professional Services Rendered Through January 31, 2024

DISBURSEMENTS

Date	Description of Disbursements	Amount
11/2/2023	Times Publishing Company- Miscellaneous- Harvest Ridge CDD - Publishing Cost (Acct. 331290)	\$498.40
11/9/2023	FEDEX- Federal Express- FedEx Services	\$27.25
11/15/2023	Photocopies	\$122.40
11/27/2023	FEDEX- Federal Express- FedEx Services	\$30.37
Total Disbursements		<u>\$678.42</u>

Total Services	\$0.00	
Total Disbursements	\$678.42	
Total Current Charges		\$678.42
Previous Balance		\$27.66
Less Payments		(\$27.66)
PAY THIS AMOUNT		\$678.42

Please Include Invoice Number on all Correspondence

INVOICE

Spearem Enterprises, LLC

7842 Land O' Lakes Blvd. #335

Land O' Lakes, FL 34638

spearem.jmb@gmail.com

+1 (813) 997-8101



harvest ridge

Bill to

harvest ridge
2005 pan am circle
Inframark
tampa, FL 34668-4437
United States

Ship to

harvest ridge
2005 pan am circle
Inframark
tampa, FL 34668-4437
United States

Invoice details

Invoice no.: 5953
Terms: Net 15
Invoice date: 01/31/2024
Due date: 02/15/2024

#	Date	Product or service	SKU	Qty	Rate	Amount
1.		Labor		1	\$550.00	\$550.00
		Pressure wash and remove rust stains from the vinyl fence and entryway signs along Allen rd				
Total						\$550.00

Note to customer

Thank You! We Appreciate Your Business.

INVOICE

Spearem Enterprises, LLC

7842 Land O' Lakes Blvd. #335

Land O' Lakes, FL 34638

spearem.jmb@gmail.com

+1 (813) 997-8101



harvest ridge

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2005 pan am circle
Inframark
tampa, FL 34668-4437
United States

Ship to

harvest ridge
2005 pan am circle
Inframark
tampa, FL 34668-4437
United States

Invoice details

Invoice no.: 5984
Terms: Net 15
Invoice date: 02/22/2024
Due date: 03/08/2024

#	Date	Product or service	SKU	Qty	Rate	Amount
1.		Labor		1	\$275.00	\$275.00
		sharks eye NW fence line vinyl fence damaged by a fallen tree. Cut up and remove limb on the fence, remove damaged sections replace broken fence parts and re-install. 1 line post 3 pickets and 1 bottom rail. price includes parts and labor.				

Total

\$275.00

Note to customer

Thank You! We Appreciate Your Business.



Tree Farm 2, Inc.
DBA Cornerstone Solutions Group
14620 Bellamy Brothers Blvd Dade City, FL 33525
Phone 866-617-2235 Fax 866-929-6998
AR@CornerstoneSolutionsGroup.com
Tax ID: 61-1632592
www.CornerstoneSolutionsGroup.com



Invoice

Agenda Page #33

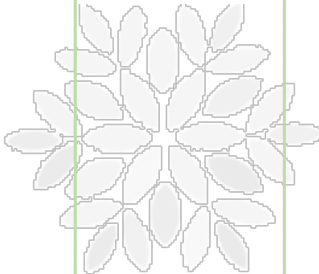
Date	Invoice #
11/30/2023	10-159323

Invoice Created By

jturley

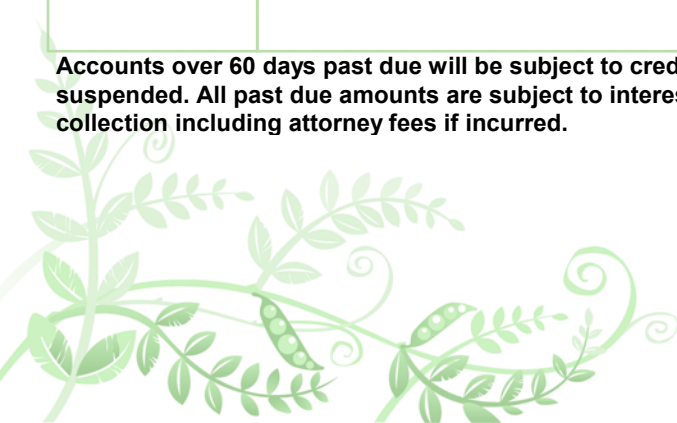
Bill To
Inframark Gary Schwartz

Field Mgr/Super:	Russell Chapman
Ship To	
Harvest Ridge	

P.O. No.	W.O. No.	Account #	Cost Code	Terms	Project	
				Net 15	INF4099 - Harvest Ridge Washout Repair	
Quantity	Description		U/M	Rate	Serviced Date	Amount
	Repaired pond washout in the area of 4631 Lane Road. This washout was repaired using material in the basin of the pond and sodded with bahia sod.			3,481.00		3,481.00
	Additional washout repair on the same pond. replaced soil into washout and placed Bahia sod.			315.00		315.00
 Cornerstone						

Accounts over 60 days past due will be subject to credit hold and services may be suspended. All past due amounts are subject to interest at 1.5% per month plus costs of collection including attorney fees if incurred.

Total	\$3,796.00
Payments/Credits	\$0.00
Balance Due	\$3,796.00



4C.

Harvest Ridge Community Development District

Financial Statements
(Unaudited)

Period Ending
January 31, 2024

Prepared by:



2005 Pan Am Circle ~ Suite 300 ~ Tampa, Florida 33607
Phone (813) 873-7300 ~ Fax (813) 873-7070

HARVEST RIDGE COMMUNITY DEVELOPMENT DISTRICT

Balance Sheet

As of January 31, 2024

(In Whole Numbers)

ACCOUNT DESCRIPTION	TOTAL
<u>ASSETS</u>	
Cash - Operating Account	\$ 127,890
TOTAL ASSETS	\$ 127,890
<u>LIABILITIES</u>	
Accounts Payable	\$ 40,833
TOTAL LIABILITIES	40,833
<u>FUND BALANCES</u>	
Unassigned:	87,057
TOTAL FUND BALANCES	87,057
TOTAL LIABILITIES & FUND BALANCES	\$ 127,890

HARVEST RIDGE COMMUNITY DEVELOPMENT DISTRICT
Statement of Revenues, Expenditures and Changes in Fund Balances
For the Period Ending January 31, 2024
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	297,475	132,552	(164,923)	44.56%
TOTAL REVENUES	297,475	132,552	(164,923)	44.56%
<u>EXPENDITURES</u>				
<u>Administration</u>				
Supervisor Fees	6,000	-	6,000	0.00%
ProfServ-Info Technology	600	100	500	16.67%
ProfServ-Recording Secretary	2,400	400	2,000	16.67%
ProfServ-Tax Collector	1,200	400	800	33.33%
District Counsel	8,500	28	8,472	0.33%
District Engineer	9,500	-	9,500	0.00%
Administrative Services	4,500	897	3,603	19.93%
District Manager	25,000	4,667	20,333	18.67%
Accounting Services	9,000	1,500	7,500	16.67%
Website Compliance	1,800	-	1,800	0.00%
Postage, Phone, Faxes, Copies	500	131	369	26.20%
Rentals & Leases	600	67	533	11.17%
Public Officials Insurance	2,500	-	2,500	0.00%
Legal Advertising	3,500	3,556	(56)	101.60%
Bank Fees	200	-	200	0.00%
Meeting Expense	4,000	-	4,000	0.00%
Website Administration	1,200	100	1,100	8.33%
Miscellaneous Expenses	250	-	250	0.00%
Office Supplies	100	37	63	37.00%
Dues, Licenses, Subscriptions	175	175	-	100.00%
Total Administration	81,525	12,058	69,467	14.79%
<u>Electric Utility Services</u>				
Electricity - Streetlights	40,000	-	40,000	0.00%
Utility - Electric	5,000	394	4,606	7.88%
Total Electric Utility Services	45,000	394	44,606	0.88%
<u>Garbage/Solid Waste Services</u>				
Garbage - Recreation Facility	1,500	-	1,500	0.00%
Total Garbage/Solid Waste Services	1,500	-	1,500	0.00%
<u>Water-Sewer Comb Services</u>				
Utility - Water	5,000	-	5,000	0.00%
Total Water-Sewer Comb Services	5,000	-	5,000	0.00%

HARVEST RIDGE COMMUNITY DEVELOPMENT DISTRICT
Statement of Revenues, Expenditures and Changes in Fund Balances
For the Period Ending January 31, 2024
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>Stormwater Control</u>				
R&M-Stormwater System	8,500	4,652	3,848	54.73%
Wetland Maintenance	6,500	1,960	4,540	30.15%
Annual Stormwater Report	3,500	-	3,500	0.00%
Total Stormwater Control	18,500	6,612	11,888	35.74%
<u>Other Physical Environment</u>				
Insurance - General Liability	3,200	-	3,200	0.00%
Insurance -Property & Casualty	12,500	-	12,500	0.00%
R&M-Other Landscape	1,000	-	1,000	0.00%
R&M-Monument, Entrance & Wall	1,500	550	950	36.67%
Landscape - Annuals	2,500	-	2,500	0.00%
Landscape - Mulch	2,500	-	2,500	0.00%
Landscape Maintenance	75,000	17,660	57,340	23.55%
Plant Replacement Program	5,000	-	5,000	0.00%
Irrigation Maintenance	6,000	-	6,000	0.00%
Total Other Physical Environment	109,200	18,210	90,990	16.68%
<u>Road and Street Facilities</u>				
R&M-Drainage	1,000	-	1,000	0.00%
Total Road and Street Facilities	1,000	-	1,000	0.00%
<u>Parks and Recreation</u>				
Field Services	4,500	-	4,500	0.00%
Contracts-Pools	12,000	-	12,000	0.00%
Contracts-HVAC	600	-	600	0.00%
Janitorial Services & Supplies	750	-	750	0.00%
Telephone, Cable & Internet Service	750	-	750	0.00%
R&M-Facility	5,000	-	5,000	0.00%
R&M-Pools	500	-	500	0.00%
Playground Equipment and Maintenance	500	-	500	0.00%
Clubhouse - Facility Janitorial Supplies	6,000	-	6,000	0.00%
Facility Supplies	1,500	-	1,500	0.00%
Dog Waste Station Supplies	650	-	650	0.00%
Pool Permits	500	-	500	0.00%
Total Parks and Recreation	33,250	-	33,250	0.00%

HARVEST RIDGE COMMUNITY DEVELOPMENT DISTRICT
Statement of Revenues, Expenditures and Changes in Fund Balances
For the Period Ending January 31, 2024
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>Contingency</u>				
Misc-Contingency	2,500	-	2,500	0.00%
Total Contingency	2,500	-	2,500	0.00%
TOTAL EXPENDITURES	297,475	37,274	260,201	12.53%
Excess (deficiency) of revenues				
Over (under) expenditures	-	95,278	95,278	0.00%
FUND BALANCE, BEGINNING (OCT 1, 2023)		(8,221)		
FUND BALANCE, ENDING		\$ 87,057		

Bank Account No. 7262 TRUIST- GF Operating
Statement No. 01-24
Statement Date 1/31/2024

G/L Balance (LCY)	127,890.16	Statement Balance	127,890.16
G/L Balance	127,890.16	Outstanding Deposits	0.00
Positive Adjustments	0.00		
		Subtotal	127,890.16
Subtotal	127,890.16	Outstanding Checks	0.00
Negative Adjustments	0.00	Differences	0.00
Ending G/L Balance	127,890.16	Ending Balance	127,890.16
Difference	0.00		

Posting Date	Document Type	Document No.	Description		Amount	Cleared Amount	Difference
Checks							
1/4/2024	Payment	1030	CYPRESS CREEK AQUATICS		6,612.00	6,612.00	0.00
1/4/2024	Payment	1031	DUKE ENERGY		95.44	95.44	0.00
1/4/2024	Payment	1032	INFRAMARK LLC		2,130.54	2,130.54	0.00
1/4/2024	Payment	1033	STRALEY ROBIN VERICKER		27.66	27.66	0.00
1/24/2024	Payment	1034	DUKE ENERGY		126.23	126.23	0.00
Total Checks					8,991.87	8,991.87	0.00
Deposits							
1/19/2024		JE000013	CK#181431##### - O&M	G/L Ac	16,635.18	16,635.18	0.00
1/19/2024		JE000014	CK#181363##### - O&M	G/L Ac	5,709.05	5,709.05	0.00
Total Deposits					22,344.23	22,344.23	0.00

Harvest Ridge Community Development District

Financial Statements
(Unaudited)

Period Ending
February 29, 2024

Prepared by:



2005 Pan Am Circle ~ Suite 300 ~ Tampa, Florida 33607
Phone (813) 873-7300 ~ Fax (813) 873-7070

HARVEST RIDGE COMMUNITY DEVELOPMENT DISTRICT

Balance Sheet

As of February 29, 2024

(In Whole Numbers)

ACCOUNT DESCRIPTION	TOTAL
<u>ASSETS</u>	
Cash - Operating Account	\$ 93,288
TOTAL ASSETS	\$ 93,288
<u>LIABILITIES</u>	
Accounts Payable	\$ 4,414
Accounts Payable - Other	4,905
TOTAL LIABILITIES	9,319
<u>FUND BALANCES</u>	
Unassigned:	83,969
TOTAL FUND BALANCES	83,969
TOTAL LIABILITIES & FUND BALANCES	\$ 93,288

HARVEST RIDGE COMMUNITY DEVELOPMENT DISTRICT
Statement of Revenues, Expenditures and Changes in Fund Balances
For the Period Ending February 29, 2024
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	297,475	141,483	(155,992)	47.56%
TOTAL REVENUES	297,475	141,483	(155,992)	47.56%
<u>EXPENDITURES</u>				
<u>Administration</u>				
Supervisor Fees	6,000	-	6,000	0.00%
ProfServ-Info Technology	600	125	475	20.83%
ProfServ-Recording Secretary	2,400	500	1,900	20.83%
ProfServ-Tax Collector	1,200	1,200	-	100.00%
District Counsel	8,500	28	8,472	0.33%
District Engineer	9,500	-	9,500	0.00%
Administrative Services	4,500	1,064	3,436	23.64%
District Manager	25,000	5,833	19,167	23.33%
Accounting Services	9,000	1,875	7,125	20.83%
Website Compliance	1,800	-	1,800	0.00%
Postage, Phone, Faxes, Copies	500	131	369	26.20%
Rentals & Leases	600	83	517	13.83%
Public Officials Insurance	2,500	-	2,500	0.00%
Legal Advertising	3,500	3,556	(56)	101.60%
Bank Fees	200	-	200	0.00%
Meeting Expense	4,000	131	3,869	3.28%
Website Administration	1,200	150	1,050	12.50%
Miscellaneous Expenses	250	-	250	0.00%
Office Supplies	100	37	63	37.00%
Dues, Licenses, Subscriptions	175	175	-	100.00%
Total Administration	81,525	14,888	66,637	18.26%
<u>Electric Utility Services</u>				
Electricity - Streetlights	40,000	-	40,000	0.00%
Utility - Electric	5,000	606	4,394	12.12%
Total Electric Utility Services	45,000	606	44,394	1.35%
<u>Garbage/Solid Waste Services</u>				
Garbage - Recreation Facility	1,500	-	1,500	0.00%
Total Garbage/Solid Waste Services	1,500	-	1,500	0.00%
<u>Water-Sewer Comb Services</u>				
Utility - Water	5,000	-	5,000	0.00%
Total Water-Sewer Comb Services	5,000	-	5,000	0.00%

HARVEST RIDGE COMMUNITY DEVELOPMENT DISTRICT
Statement of Revenues, Expenditures and Changes in Fund Balances
For the Period Ending February 29, 2024
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>Stormwater Control</u>				
R&M-Stormwater System	8,500	4,652	3,848	54.73%
Wetland Maintenance	6,500	6,246	254	96.09%
Annual Stormwater Report	3,500	-	3,500	0.00%
Total Stormwater Control	18,500	10,898	7,602	58.91%
<u>Other Physical Environment</u>				
Insurance - General Liability	3,200	-	3,200	0.00%
Insurance -Property & Casualty	12,500	-	12,500	0.00%
R&M-Other Landscape	1,000	-	1,000	0.00%
R&M-Monument, Entrance & Wall	1,500	825	675	55.00%
Landscape - Annuals	2,500	-	2,500	0.00%
Landscape - Mulch	2,500	-	2,500	0.00%
Landscape Maintenance	75,000	22,075	52,925	29.43%
Plant Replacement Program	5,000	-	5,000	0.00%
Irrigation Maintenance	6,000	-	6,000	0.00%
Total Other Physical Environment	109,200	22,900	86,300	20.97%
<u>Road and Street Facilities</u>				
R&M-Drainage	1,000	-	1,000	0.00%
Total Road and Street Facilities	1,000	-	1,000	0.00%
<u>Parks and Recreation</u>				
Field Services	4,500	-	4,500	0.00%
Contracts-Pools	12,000	-	12,000	0.00%
Contracts-HVAC	600	-	600	0.00%
Janitorial Services & Supplies	750	-	750	0.00%
Telephone, Cable & Internet Service	750	-	750	0.00%
R&M-Facility	5,000	-	5,000	0.00%
R&M-Pools	500	-	500	0.00%
Playground Equipment and Maintenance	500	-	500	0.00%
Clubhouse - Facility Janitorial Supplies	6,000	-	6,000	0.00%
Facility Supplies	1,500	-	1,500	0.00%
Dog Waste Station Supplies	650	-	650	0.00%
Pool Permits	500	-	500	0.00%
Total Parks and Recreation	33,250	-	33,250	0.00%

HARVEST RIDGE COMMUNITY DEVELOPMENT DISTRICT
Statement of Revenues, Expenditures and Changes in Fund Balances
For the Period Ending February 29, 2024
General Fund (001)
(In Whole Numbers)

<u>ACCOUNT DESCRIPTION</u>	<u>ANNUAL ADOPTED BUDGET</u>	<u>YEAR TO DATE ACTUAL</u>	<u>VARIANCE (\$) FAV(UNFAV)</u>	<u>YTD ACTUAL AS A % OF ADOPTED BUD</u>
<u>Contingency</u>				
Misc-Contingency	2,500	-	2,500	0.00%
Total Contingency	<u>2,500</u>	<u>-</u>	<u>2,500</u>	<u>0.00%</u>
TOTAL EXPENDITURES	297,475	49,292	248,183	16.57%
Excess (deficiency) of revenues				
Over (under) expenditures	-	92,191	92,191	0.00%
FUND BALANCE, BEGINNING (OCT 1, 2023)		(8,222)		
FUND BALANCE, ENDING		<u>\$ 83,969</u>		

HARVEST RIDGE CDD

Bank Reconciliation

Bank Account No. 7262 TRUIST- GF Operating
Statement No. 02-24
Statement Date 2/29/2024

G/L Balance (LCY)	93,288.41	Statement Balance	96,538.42
G/L Balance	93,288.41	Outstanding Deposits	0.00
Positive Adjustments	0.00		
		Subtotal	96,538.42
Subtotal	93,288.41	Outstanding Checks	3,250.01
Negative Adjustments	0.00	Differences	0.00
Ending G/L Balance	93,288.41	Ending Balance	93,288.41
Difference	0.00		

Posting Date	Document Type	Document No.	Description		Amount	Cleared Amount	Difference
Checks							
2/1/2024	Payment	1035	INFRAMARK LLC		2,000.01	2,000.01	0.00
2/1/2024	Payment	1036	YELLOWSTONE LANDSCAPE		32,689.50	32,689.50	0.00
2/7/2024	Payment	1037	INFRAMARK LLC		5,593.44	5,593.44	0.00
Total Checks					40,282.95	40,282.95	0.00
Deposits							
2/12/2024		JE000025	CK#183533##### - O&M	G/L	8,931.21	8,931.21	0.00
Total Deposits					8,931.21	8,931.21	0.00
Outstanding Checks							
2/29/2024	Payment	1038	INFRAMARK LLC		2,000.01	0.00	2,000.01
2/29/2024	Payment	1039	Mike Fasano, Pasco County Tax Collector		700.00	0.00	700.00
2/29/2024	Payment	1040	SPEAREM ENTERPRISES		550.00	0.00	550.00
Total Outstanding Checks.....					3,250.01		3,250.01

Fifth Order of Business

5Ai.

**INTERLOCAL AGREEMENT BETWEEN HARVEST RIDGE CDD
AND THE PASCO COUNTY PROPERTY APPRAISER
REGARDING NON-AD VALOREM AND/OR SPECIAL ASSESSMENTS**

THIS INTERLOCAL AGREEMENT made and entered into in duplicate this 23rd day of February AD 2024 by and through its Board of Directors, hereinafter referred to as “District,” and Mike Wells in his official capacity as Property Appraiser of Pasco County, Florida, hereinafter referred to as the “Property Appraiser.” For the purposes of this agreement non-ad valorem assessments and special assessments are hereinafter referred to as “non-ad valorem assessments.”

WITNESSETH

WHEREAS, the District is authorized to impose non-ad valorem assessments and by resolution has expressed its intent to use the uniform method of notice, levy, collection, and enforcement of such assessments, as authorized pursuant to chapter 197, Florida Statutes; and,

WHEREAS, chapter 197, Florida Statutes, requires that the District enter into a written agreement with the Property Appraiser for reimbursement of necessary administrative costs incurred implementing the uniform method; and,

WHEREAS, chapter 197, Florida Statutes, provides that the District shall compensate the Property Appraiser for necessary administrative costs, and,

WHEREAS, the District and the Property Appraiser agreed to include the non-ad valorem assessments on the Notice of Proposed Property Taxes (also known as the Truth-in-Millage notice or TRIM) and,

WHEREAS, a separate agreement between the District and the Pasco County Tax Collector must be entered into that expresses the responsibility of the Pasco County Tax Collector and the District regarding the uniform method of notice, levy, collection, and enforcement of such assessments, as authorized pursuant to chapter 197, Florida Statutes before this agreement becomes serviceable.

NOW, THEREFORE, in consideration of the mutual covenants and convictions herein set forth, the parties hereby agree as follows:

1. The District will impose non-ad valorem assessments using the uniform method of levy, collection, and enforcement under the provisions of chapter 197, Florida Statutes.

2. The District agrees to reimburse the Property Appraiser for necessary administrative costs pursuant to section 197.3632 (2), Florida Statutes, including, but not limited to, those costs associated with personnel, forms, supplies, data processing, computer equipment, programming, and postage. For the 2024 budget year, the parties hereto agree that the District will fund the Property Appraiser's general budget in the amount of Seven Hundred Fifty Dollars (\$750.00), for administrative costs associated with the establishment of the non-ad valorem assessment district and for amending non-ad valorem district boundaries. Thereafter there will be an annual fee of One Hundred Fifty Dollars (\$150.00) for the annual inclusion on the Notice of Proposed Property taxes as defined in this agreement. Such administrative costs include but are not limited to, costs incurred for providing information to the District for the development of the non-ad valorem assessment roll pursuant to chapter 197, Florida statutes; for including information regarding the non-ad valorem assessment on the Notice of Proposed Property taxes; for providing the District with a copy of the non-ad valorem assessment roll upon request by the District so that it may be certified to the Property Appraiser in accordance with the time frame pursuant to the Florida Statutes or schedules as promulgated by the Property Appraiser. The District will be responsible for providing a copy of the non-ad valorem assessment roll to the Property Appraiser on compatible electronic medium.

3. Either party may terminate this agreement without cause upon giving the non-terminating party 30 days written notice prior to the effective date of determination. In the event that the District does not reimburse the Property Appraiser for the cost incurred as provided herein, the Property Appraiser may terminate this agreement upon (10) days written notice of his election to terminate pursuant to this section.

- a. In the event that either party terminates this agreement, the Property Appraiser shall be reimbursed a pro rata amount to adequately compensate his office for that portion of work or services performed prior to termination date.
- b. In the event funds to reimburse to the Property Appraiser for cost incurred for completion of the above referenced services become unavailable, the District may terminate this agreement upon no less than 24 hours' notice, written and delivered to the Property Appraiser.
- c. The District shall be the final authority as to the availability of funds. Notice of termination shall be sent by certified mail, return receipt requested, or shall be delivered in person with a signed proof of delivery.

Notice to the District shall be sent to: Inframark
2005 Pan Am Circle, Suite 300
Tampa, FL 33607

Notice to the Property Appraiser shall be sent to: Mike Wells
Pasco County Property Appraiser
PO Box 401
Dade City, FL 33525-0401

A copy of any notice sent hereunder shall be sent to: Mike Fasano, Pasco County Tax Collector
PO Box 276
Dade City, FL 33526-0276

4. Waiver of breach of any provision of this agreement shall not be deemed to be a waiver of any other breach, and shall not be construed to be a modification of the terms of this agreement.

5. Fees for the establishment of a non-ad valorem assessment district shall be delivered, with the signed agreement on or before *March 1, 2024. Subsequent annual fees will be due on or before March 1st of each year. All sums due from the District to the Property Appraiser will bear interest at the rate of 12 percent (12%) per annum, if delinquent, in accordance with section 218.74, Florida Statutes.

6. The term of this agreement shall commence on *January 1, 2024, and shall automatically renew thereafter for subsequent periods not to exceed one (1) year each, so long as the District is current on the payments required pursuant to Paragraph 5 of this agreement, unless terminated pursuant to Paragraph 3 of this agreement.

7. The parties shall abide by all Statutes, rules, and regulations pertaining to the levy and collection of non-ad valorem assessments, and any ordinances promulgated by the District not inconsistent with, or contrary to, the provision of chapter 197, Florida Statutes, or applicable statutes and any subsequent amendments to said Statutes.

8. The District shall be responsible for imposing non-ad valorem assessment pursuant to general and special law and all other applicable requirements relating to the establishment of non-ad valorem assessments, which are collected in the same manner as ad valorem taxes are collected.

9. The District further agrees that it will strictly follow and will be responsible for complying with the following procedures and conditions:

a. Using electronic data supplied by the Property Appraiser, the District shall determine and identify the names and addresses of the property owners, the descriptions, parcel numbers, and the amount of the assessment of the parcels subject to the non-ad valorem assessments under this agreement.

b. It will be solely at that District's expense and pursuant to the District's responsibility to develop and provide to the Property Appraiser, on electronic medium, a list of the parcels to be assessed.

c. The Property Appraiser, on the Property Appraiser's database, shall maintain the District's non-ad valorem assessment information.

d. The District shall meet the Property Appraiser's imposed deadlines and timetables as administered and determined by the Property Appraiser.

10. The Property Appraiser shall merge the non-ad valorem assessment information with the ad valorem information in such a way that property owners will receive a notice of non-ad valorem assessments on the notice of proposed property taxes in manner that will comply with section 197.3632, Florida Statutes.

11. In the event the Property Appraiser is named as a party or otherwise joined in litigation challenging non-ad valorem assessment(s) subject to this agreement, the Property Appraiser shall provide for his own legal representation and shall be entitled to reimbursement from the District for reasonable attorney fees and costs associated with such representation. Furthermore, the District shall indemnify the Property Appraiser against any claim, cause of action, or suit arising out of, or in connection with any claimed negligence action or inaction on the part of the District.

12. This agreement may not be assigned by either party without prior written consent from the non-assigning party.

IN WITNESS WHEREOF, the parties have caused this Interlocal Agreement to be executed for the uses and purposes therein expressed on the day and year first above written.

HARVEST RIDGE CDD

BY: _____

Printed Name: _____

PASCO COUNTY PROPERTY APPRAISER

By: _____

Printed Name: _____

*Notwithstanding the date in Paragraph 5 and Paragraph 6, this Agreement shall be effective upon execution by both parties and payment of administrative fees as stated in Paragraph 2.

5Aii.

**INTERLOCAL AGREEMENT BETWEEN
HARVEST RIDGE COMMUNITY DEVELOPMENT DISTRICT
AND THE PASCO COUNTY TAX COLLECTOR
REGARDING NON-AD VALOREM AND/OR SPECIAL ASSESSMENTS**

THIS INTERLOCAL AGREEMENT (the "Agreement"), made and entered into in duplicate this ____ day of _____, 2024, by and between **HARVEST RIDGE COMMUNITY DEVELOPMENT DISTRICT**, a political subdivision of the State of Florida (hereinafter the "District"), whose address is 2005 Pan Am Circle, Suite 300, Tampa, FL 33607 and the **PASCO COUNTY TAX COLLECTOR**, a constitutional officer of the state of Florida (hereinafter the "Tax Collector"), whose address is 14236 6th Street, Dade City, Florida 33523.

W I T N E S S E T H :

WHEREAS, the District is authorized to impose special assessments for non ad valorem assessments and by Resolution Number 2023-30 adopted the 20th day of June, 2023, has expressed its intent to use the uniform method of notice, levy, collection and enforcement of assessments (hereinafter referred to as the "Uniform Collection Method"), as authorized by Section 197.3632 and Section 190.011(14), Florida Statutes for the notice, levy, collection and enforcement of the annual District assessments; and

WHEREAS, the Uniform Collection Method, with its enforcement provisions, including the sale of tax certificates and issuance of tax deeds in the event of enforcing against any delinquencies, is believed to be a fairer methodology to collect non ad valorem assessments from a delinquent property owner than traditional lien foreclosure methodology; and

WHEREAS, the Uniform Collection Method is believed to be a more efficient manner of collection due to the fact that the assessment will be placed on the tax notice issued by the Tax Collector, thereby hopefully producing positive economic benefits to the District; and

WHEREAS, the Uniform Collection Method is believed to eliminate confusion and to

promote local government accountability; and

WHEREAS, Section 197.3632(2), Florida Statutes, provides that the District shall enter into a written agreement with the Tax Collector for reimbursement of necessary administrative costs incurred in implementing the Uniform Collection Method; and

WHEREAS, Section 197.3632(7), Florida Statutes, provides that the District shall bear all costs associated with any separate notice in the event Tax Collector is unable to merge the District's non ad valorem assessments roll with the ad valorem tax roll to produce the annual tax notice; and

WHEREAS, Section 197.3632(8)(c), Florida Statutes, provides that the District shall compensate the Tax Collector pursuant to the provisions of Section 192.091(2)(b)(2), Florida Statutes, or the Tax Collector at its option shall be compensated for collecting its non ad valorem assessments based on the actual costs of collection, whichever is greater.

NOW, THEREFORE, for and in consideration of the foregoing as well as the mutual terms, covenants and conditions herein contained, the parties do contract and agree as follows:

ARTICLE I

Purpose

The purpose of this Agreement is to establish the terms and conditions under which the Tax Collector shall collect, and enforce the collection of, those certain non ad valorem assessments levied by the District; and to include compensation by the District to the Tax Collector, pursuant to Section 197.3632(8)(c), Florida Statutes, for any costs involved in separate mailings because of non merger of any non ad valorem assessment roll as certified by the District, pursuant to Section 197.3632(7), Florida Statutes; and to address the reimbursement of the necessary administrative costs, including but not limited to, those costs associated with personnel, forms, supplies, data processing, computer equipment, postage and programming which attend all of the collection and

enforcement duties imposed upon the Tax Collector by the Uniform Collection Method, as provided in Section 197.3632(2), Florida Statutes.

Article II

Term

The Term of this Agreement shall commence on the date that this Agreement is executed by both parties hereto and shall continue through and end on December 31, 2025. Thereafter, this Agreement shall automatically be renewed for successive periods, not to exceed one (1) year each, unless the parties hereto, prior to December 31st of any year, have negotiated and executed a subsequent written agreement providing for the continuation of such collection by the Tax Collector, under such terms and conditions as may then be imposed by said subsequent agreement. Notwithstanding the foregoing, the District shall inform the Tax Collector, as well as the Pasco County Property Appraiser and the Florida Department of Revenue, by January 10th, in any calendar year if the District intends to discontinue using, in the following calendar year, the Uniform Collection Method of collecting the non ad valorem assessments referred to in this Agreement.

ARTICLE III

Compliance With Laws And Regulations

The parties hereto shall abide by all statutes, rules and regulations pertaining to the levy and collection of non ad valorem assessments, and any ordinances promulgated by District not inconsistent with, nor contrary to, the provisions of Section 197.3632, Florida Statutes, and Section 197.3635, Florida Statutes, and any subsequent amendments to said statutes, and any rules duly

promulgated pursuant to these statutes by the Department of Revenue.

ARTICLE IV

Duties and Responsibilities of the District

The District agrees, covenants and contracts to:

- (a) Be solely responsible for imposing and levying valid non ad valorem assessments.
- (b) Indemnify and hold Tax Collector harmless from any and all claims, liability, loss damage, expense, suits, judgments, counsel fees and/or costs relating to any imposition or levy by the District hereunder.
- (c) Compensate the Tax Collector pursuant to Section 197.3632(8)(c), Florida Statutes, as opted by the Tax Collector on an annual basis during the term of this Agreement.
- (d) Reimburse Tax Collector for necessary costs for the collection and enforcement of the applicable non ad valorem assessments by the Tax Collector under the new uniform law, pursuant to Section 197.3632(2), Florida Statutes, including, but not limited to, those costs associated with personnel, forms, supplies, data processing, computer equipment, postage and programming.
- (e) Pay for or, alternatively, to reimburse the Tax Collector for any separate tax notice necessitated by the inability of the Tax Collector to merge the non ad valorem assessment roll certified by the District pursuant to Section 197.3632(7), Florida Statutes.
- (f) The District, upon being timely billed, shall pay directly for necessary advertising relating to implementation of the new Uniform Collection Method pursuant to Sections 197.3632 and 197.3635, Florida Statutes, and any applicable rules promulgated by the Department of Revenue thereunder.

(g) By July 7, of each calendar year, the Chairperson of the governing board of District, or his/her designee, shall officially certify to the Property Appraiser the preliminary non ad valorem assessment roll for publication on the Notice of Proposed Property Taxes (also known as the TRIM Notice). The preliminary non ad valorem assessment roll must be submitted on compatible electronic medium, tied to the property parcel identification number, and otherwise in conformance in format to that contained on the ad valorem tax rolls submitted by the Property Appraiser to the Department of Revenue. Accompanying the preliminary non ad valorem assessment roll shall be public hearing information for inclusion on the Notice of Proposed Property Taxes. The District shall post the non ad valorem assessment for each parcel on the said non ad valorem assessment roll and shall exercise its responsibility that such non ad valorem assessment roll be free of errors and omissions. The District shall inform Tax Collector, as well as the Property Appraiser and the Department of Revenue by January 10th of any year, if it intends to discontinue using the Uniform Collection Method in the following calendar year.

(h) By September 15th of each calendar year, the Chairperson of the governing board of District, or his/her designee, shall officially certify to the Property Appraiser the final non ad valorem assessment roll on compatible electronic medium, tied to the property parcel identification number, and otherwise in conformance in format to that contained on the ad valorem tax rolls submitted by the Property Appraiser to the Department of Revenue. The District shall post the non ad valorem assessment for each parcel on the said non ad valorem assessment roll and shall exercise its responsibility that such non ad valorem assessment roll be free of errors and omissions. The District shall inform the Tax Collector, as well as the Property Appraiser and the Department of Revenue by January 10th of any year, if it intends to discontinue using the Uniform Collection Method in the following calendar year.

(i) The District agrees to cooperate with the Tax Collector to implement the Uniform Collection Method pursuant to, and consistent with, all the provisions of Section 197.3632 and 197.3635, Florida Statutes, or its successor statutory provisions and all applicable rules promulgated by the Department of Revenue and their successor rules.

(j) The District agrees that, as to any cost, fee or expense to be paid or reimbursed to Tax Collector hereunder, Tax Collector may, at its option, deduct the same from any disbursement to the District.

ARTICLE V

Duties of the Tax Collector

(a) The Tax Collector shall merge all rolls, prepare a collection roll and prepare a combined notice (the tax notice) for both ad valorem taxes and non ad valorem assessments for the District pursuant to Section 197.3632 and 197.3635, Florida Statutes and their successor provisions, and any applicable rules, and their successor rules, promulgated by the Department of Revenue, and in accordance with any specific ordinances or resolutions, adopted by the District, so long as said ordinances and resolutions shall clearly state the District's intent to use the Uniform Collection Method for collecting such assessments and so long as they are further not inconsistent with, or contrary to, the provisions of Section 197.3632 and 197.3635, Florida Statutes, and their successor provisions, and any applicable rules.

(b) Tax Collector shall collect the non ad valorem assessments of District as certified no later than September 15, of each calendar year on compatible electronic medium, tied to the property identification number of each parcel, and in the format used by the Property Appraiser for the ad valorem rolls submitted to the Department of Revenue and if free of errors or omissions.

(c) The Tax Collector agrees to cooperate with the District in the implementation of the Uniform Collection Method for collection and enforcing non ad valorem assessments pursuant to Section 197.3632 and 197.3635, Florida Statutes, and any successor provisions and applicable rules. The Tax Collector shall not accept any such non ad valorem assessment roll that is not officially certified by the District by September 15th of each calendar year on compatible electronic medium tied to the property identification number and in the format used by the Property Appraiser on the ad valorem roll submitted to the Department of Revenue.

(d) If the Tax Collector discovers errors or omissions on such roll, he may request the District to file a corrected roll or a correction of the amount of any assessment and the District shall bear the costs of any such error or omission.

(e) If Tax Collector determines that a separate mailing is authorized pursuant to Section 197.3632(7), Florida Statutes, and any applicable rules promulgated by the Department of Revenue, and any successor provision to said law or rules, the Tax Collector shall either mail a separate notice of the particular non ad valorem assessment or shall direct the District to mail such a separate notice. In making this decision, the Tax Collector shall consider all costs to the District and to the taxpayers of such a separate mailing as well as the adverse effect to the taxpayers of the delay in multiple notices. If such a separate mailing is effected, the District shall bear all costs associated with the separate mailing for the non ad valorem assessment that could not be merged, upon timely billing by the Tax Collector.

ARTICLE VI

Miscellaneous

(a) Any notice or document required or permitted to be delivered hereunder shall be deemed to be delivered or given when (i) actually received or (ii) signed for or "refused" as indicated on the postal service return receipt. Delivery may be by personal delivery, courier service, overnight courier, certified or registered mail, return receipt requested, addressed to the parties hereto at the respective addresses set out opposite their names below, or at such other addresses as they may hereafter specify by written notice delivered in accordance herewith:

To the Tax Collector:

Pasco County Tax Collector
Attn: Mike Fasano, or his successor
P.O. Box 276
Dade City, Florida 33526-0276

with a copy to:

Pasco County Property Appraiser
Attn: Mike Wells, Jr., or his successor
P.O. Box 401
Dade City, Florida 33526-0401

To the District:

Attn: _____

_____, Florida _____

with copy to:

Attn: _____

_____, Florida _____

(b) This Agreement may not be assigned by either party without the prior written consent from the non-assigning party.

(c) Waiver of breach of any provision of this Agreement shall not be deemed to be a waiver of any other breach and shall not be construed to be a modification of the terms of this

Agreement.

(d) Time is of the essence of this Agreement and of each provision hereof.

(e) In the event of litigation to enforce any part of this Agreement, the prevailing party shall be entitled to recover from the other party or parties a reasonable attorneys' fee (both at the trial and appellate levels) and costs.

(f) The paragraph headings as herein used are for convenience or reference only and shall not be deemed to vary the content of this Agreement or the covenants.

(g) This Agreement shall be governed by, construed and enforced in accordance with the laws of the State of Florida. The designated venue for any action or lawsuit pertaining to this Agreement shall be the state courts located in Pasco County, Florida.

(h) The parties hereto agree that they have had the opportunity to consult with their respective counsels in this matter and hereby acknowledge that both have sought and received the advice of their respective counsels in connection with the meaning and import of each provision of this Agreement. As a result, both parties hereby enter into this Agreement with full understanding of the terms and conditions contained herein.

(i) This Agreement may not be amended, modified or revised unless in a written addendum signed by the authorized representatives of both parties. Any other attempt at amending, modifying or revising this Agreement shall be null, void and of no force or effect.

(j) The parties hereto represent and warrant to the other that (a) they are duly organized, qualified and existing entities under the laws of the state of Florida, and (b) all appropriate authority exists so as to duly authorize the persons executing this Agreement to so execute the same and fully bind the party on whose behalf they are executing.

(k) If any clause or provision of this Agreement is found to be illegal, invalid, or

unenforceable under present or future laws effective during the Term or any renewal period of this Agreement, then and in that event, it is the intention of the parties hereto that the remainder of this Agreement shall not be affected thereby.

(l) This Agreement constitutes the sole and entire understanding between the parties hereto and supersedes all prior representations, agreements and understandings between the parties related to the subject matter hereof.

IN WITNESS WHEREOF, the parties have caused this Agreement to be executed in duplicate for the uses and purposes expressed herein on the day and year first above written.

WITNESS:

**HARVEST RIDGE
COMMUNITY DEVELOPMENT DISTRICT**

By: _____
CHAIRPERSON

Date

"TAX COLLECTOR"

PASCO COUNTY TAX COLLECTOR,
a constitutional officer of the state of Florida

WITNESS:

By: _____
MIKE FASANO, TAX COLLECTOR

Date

5Bi



Harvest Ridge Community Development District

Engineering Services

Submitted by Stantec Consulting Services Inc.

March 29, 2024



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March 29, 2024

Brian Lamb, District Manager
Harvest Ridge Community Development District
2005 Pan Am Circle, Suite 300
Tampa, Florida 33607

Reference: RFQ for Engineering Services for Harvest Ridge Community Development District

Dear Mr. Brian Lamb and Harvest Ridge CDD Board,

Stantec Consulting Services Inc. (Stantec) appreciates the opportunity to submit its qualifications for Professional Engineering Services for the Harvest Ridge CDD (CDD), in response to your recent request for additional firm information. In short, the Stantec team is qualified to perform this project due to the following:

- Previous experience providing district engineering services for numerous West Central Florida-based CDD's/ familiarity with development and staff.
- A seasoned firm, specializing in community development district engineering contracts that offers an experienced set of eyes for this community's needs.
- Extensive professional experience with community development districts throughout the Central Florida Region;
- Many contracts with CDD's.
- A broad range of in-house capabilities and resources including planning, civil/site engineering, structural engineering, transportation and roadway engineering, survey, GIS, and ecological capabilities.
- A local Tampa office.

Stantec is currently providing numerous West Central Florida-based CDD's with professional consulting engineering services and we would really value continuing this relationship with Inframark. Having worked with Inframark for numerous years, we have accumulated a depth of knowledge and history of how you prefer your CDD contracts to be managed. We care about the community and want to make every attempt to provide high quality, reasonably priced consulting services for the District. This commitment truly separates Stantec from all the competing firms. Stantec has staff that exclusively provides services to CDD's, and this commitment means that there is no other priority, and our response time to residents' questions, Board of Supervisors' requests, and District Manager issues is immediate. Also, due to the number of CDD clients, Stantec provides the most efficient services at the most competitive cost.

Stantec is also proud that many CDD clients are fully resident controlled and that we have broad experience in providing the necessary services for infrastructure maintenance needed by the resident board, as well as design services for new projects. Stantec offers community development districts a full scope of services that includes, but is not limited to, the following:

- | | |
|---|--|
| • Stormwater Management Systems and Facilities (including erosion repair) | • Water Conservation Studies and Design/NPDES Experience |
| • Water and Sewer Systems and Facilities | • Water Supply Studies |
| • Landscaping, Street Lighting Design and Plans | • Contract Management and Inspection Services |
| • Environmental Permitting | • Expert Witness Testimony |
| • Government Permitting | • Irrigation System Plans and Design |
| • Cost Estimates and Bidding Assistance | • Roadways/Traffic Control Measures |

Since 1956, Stantec has grown with Florida, serving both private and public sector clients statewide. With over 400 employees strategically located throughout Florida, Stantec has the talent, flexibility, and resources to provide exceptional services to the Harvest Ridge CDD.

Each of the key members of Stantec's project team has extensive experience in the engineering, planning, design, and construction of residential projects. Key personnel for the project would include David A. Kemper, P.E., as Principal-in-Charge; Tonja L. Stewart, P.E., as District Engineer/ Senior Project Manager; Vanessa Nurse, as Administrative Support and Mark H. Foster, PSM as Surveyor; and other Stantec administrative, CAD, and technical support personnel, as needed.

TONJA L. STEWART, P.E. - Project Manager

A Senior Project Manager at Stantec and a Florida-registered Professional Engineer, Ms. Stewart offers more than 30 years of experience in a broad range of civil engineering projects, including managing more than 50 CDD District Engineering contracts within the Tampa Bay region. She has been responsible for residential, commercial, and industrial site design; including stormwater management, drainage, roadway, water transmission systems, wastewater collection systems, and wetland and flood plain mitigation. Her responsibilities include providing coordination with project consultants, including geotechnical engineers, environmental scientists, surveyors, attorneys, and title companies.

Stantec looks forward to hearing from you regarding your selection, and we look forward to continuing to serve as District Engineer for the Harvest Ridge Community Development District.

Sincerely,

A handwritten signature in blue ink that reads "David A. Kemper". The signature is fluid and cursive, with the first name "David" being more prominent.

David A. Kemper, PE, Senior Principal
Office: (813) 223-9500 x 248 | Mobile: (813) 505-1593
David.Kemper@Stantec.com

A handwritten signature in blue ink that reads "Tonja L. Stewart". The signature is fluid and cursive, with the first name "Tonja" being more prominent.

Tonja Stewart, PE, Senior Project Manager
Office: (813) 223-9500 | Mobile: (813) 426-4916
Tonja.Stewart@Stantec.com



Firm Overview

The Stantec community unites more than 28,000 specialists working in over 400 locations. We collaborate across disciplines and industries to make buildings, infrastructure, and energy and resource projects happen. Our work—professional consulting in planning, engineering, architecture, interior design, landscape architecture, surveying, environmental sciences, project management, and project economics—begins at the intersection of community, creativity, and client relationships.

Since 1954, our local strength, knowledge, and relationships, coupled with our world-class expertise, have allowed us to go anywhere to meet our clients' needs in more creative and personalized ways. With a long-term commitment to the people and places we serve, Stantec has the unique ability to connect to projects on a personal level and advance the quality of life in communities across the globe.

At Stantec we understand innovation, collaboration, and a strong vision are necessary to create successful projects in the Single and Multi-Unit Family Residential Developments Sector. Our goal in each project is to provide social, environmental, and economic benefits in keeping with the physical site conditions, public expectations, and market realities of the project.

We offer the complete range of professional planning and design services necessary to carry property through planning, approvals and permitting, to design and construction. Stantec's team of experts includes urban planners, civil engineers, and environmental scientists. This team designs distinguished new towns and communities and provides ongoing support to include Community Development District Engineering Contracts.

We have earned a strong reputation for helping nationally recognized clients realize the maximum potential of their vision and investment.

Stantec is not a certified MBE/SBE.

Transforming Land

Developing land into a residential or mixed-use community or a public space with parks and trails requires a mix of technical skill and creative vision, as well as insight into development. We merge this expertise to create value for our clients and community.

Our knowledge of the industry runs deep; we know our communities, the local political climate, and the policies that impact a project's progress so we can guide you through the development process. And, we're with you from beginning to end.

Our surveyors, engineers, and transportation experts lay the groundwork for infrastructure, while our planners create designs using knowledge of local regulations to navigate approvals. Our environmental scientists restore and preserve sites. Our public participation experts engage stakeholders to build consensus. And our landscape architects, and project managers bring designs to life. Together, we cover all aspects of land development while balancing what's important to the community and the environment.

We develop spaces of distinct and local character through the following suite of services:

- Planning
- Civil Engineering
- Landscape Architecture
- Surveys/Geomatics
- Urban Design
- Public Consultation
- Architecture/Buildings Engineering
- Construction Administration
- Environmental Management & Infrastructure
- Geotechnical Engineering
- Transportation Planning & Traffic Engineering

Ability of Applicants Professional Personnel

Tonja Stewart will be our Project Manager, and she personally brings over two decades of experience in the management of over 30 community development district engineering contracts. She truly embodies the specific expertise to successfully execute this contract. She is joined by a team of professionals that have worked with her on previous community development district contracts, and thus, the entire Stantec team knows how to successfully execute task orders for this type of contract, on time and within budget.

Time and Budget Requirements

We give our contract manager full authority to directly commit staff and resources throughout the company.

The contract manager also acts as the “traffic cop” for task assignments and is able to internally coordinate the assigning of tasks to the most qualified personnel, expediting the process and qualifying the assigned staff simultaneously. If the schedule or scope changes during the delivery of any project, our contract manager can coordinate the necessary changes directly with the CDD staff to provide immediate response to your needs, and minimize the effect on the schedule, budget, and quality of work. One of our main objectives is to facilitate the CDD Project Manager’s oversight of the projects- be an extension of YOUR staff. This commitment includes four basic concepts:

- Identify, understand, and utilize available technical information (don’t reinvent the wheel).
- Maintain the same core team throughout each project to improve efficiency and quality of project delivery.
- Identify the critical path at the proposal phase, and develop realistic schedule and budget.
- Emphasize strong project management to implement a quality project within the agreed upon schedule and budget.

Preparation and Use of a Task-Specific Detailed Work Plan

At Stantec we call our plan for project success a “Work Plan”. This job specific work plan includes a fully detailed, resources-loaded schedule that includes all tasks, production activities, permitting milestones, and deliverables included in the scope of work for each task assignment. This work plan also includes both personnel and equipment resources that will be needed, along with their cost elements. This will allow the work plan to be balanced against the project budget. In this way as changes are made to the schedule, financial impacts of those changes can be evaluated. The work plan is the way

Tonja as our Project Manager and team leaders can assure the CDD staff that we will deliver each project as contracted. We have an internal checks and balances system of QA/QC that ensures redundancy at every stage and allows for senior staff to oversee the quality of documents and execution of design during construction.

Past Experience and Performance

Stantec has provided district engineering services for more than 50 CDD’s in the state of Florida, including many managed by Inframark. Our experience in these types of contracts is unparalleled by other professional service firms. Please see SF 330 for further detailed information.

Commitment to Community

Stantec’s key qualifications in the comprehensive planning and design of residential developments include:

- Over \$1 billion of capitalization in Florida
- Prime consultant for more than 60 Planned Communities, encompassing more than 50,000 acres and 80,000 residential units.
- District Engineer for over 50 community development districts in the state of Florida
- New town developments have included site work for housing, recreation and commercial components.



1.5M acres

of land that our land planners, landscape architects, and other professionals have master planned.

Our reputation for planning, design and scientific expertise is unparalleled in Florida. We work closely with state and federal governmental agencies early in the design process to obtain their input and concerns. We are particularly strong in offering close relationships with Hillsborough County, Pasco County, SWFWMD, and other local permitting agencies.

Applying experience and leading technologies, our professionals and technical staff transform land into viable projects, creating a responsible fit between physical site conditions, fiscal requirements, and environmental constraints.

Our services are provided on projects around the world through approximately 28,000 employees operating out of more than 400 locations across six continents. Our multiple office locations allow for easy management of projects in multiple locations (we have 13 in Florida alone). These types of projects are a specialty at Stantec. We understand how CDD's operate because we've experienced large, single- family development from the planning stages, through design, permitting and ultimately, construction. These types of developments are truly at the core of what we do as a firm.

Commitment to Providing District Engineering

We offer the Harvest Ridge Community Development District the expertise of a team that has worked on over 50 Community Development Districts providing District Engineering services. Our track record is unsurpassed in the state for managing district engineering contracts and our Project Manager, Tonja Stewart, PE, is personally known to you and has dedicated her over two decades of experience in managing these types of contracts.

We are a full-service team, available in-house and are ready to serve this contract. The following is a list of our current CDD Contracts, all managed by our local staff.

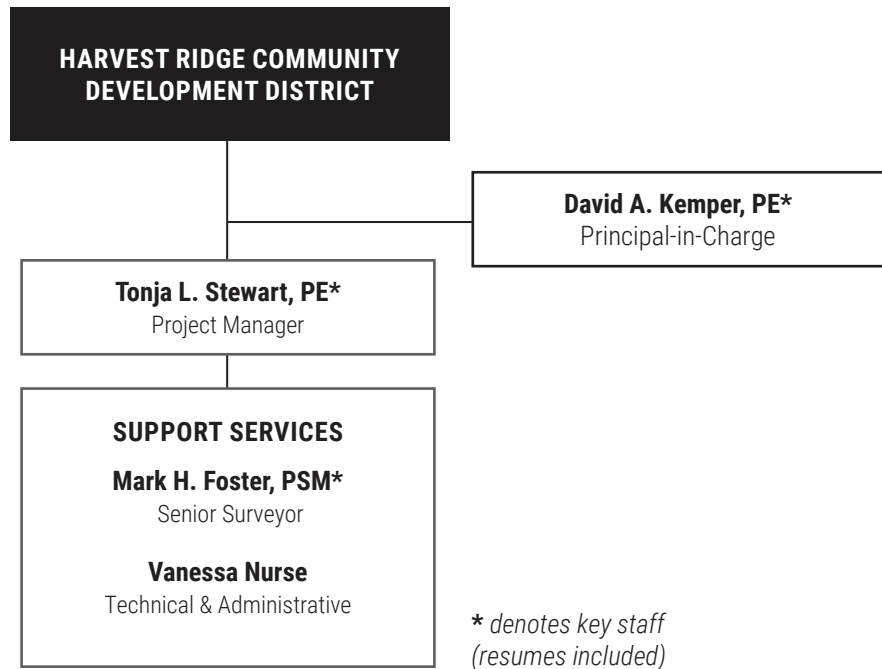
- Creek Preserve CDD, Hillsborough County
- Cypress Creek CDD, Hillsborough County
- Eastlake Oaks CDD, Pinellas County
- Epperson Ranch CDD, Pasco County
- Hammocks CDD, City of Tampa
- Heritage Harbor CDD, Hillsborough County
- Hidden Creek, Hillsborough County
- K Bar Ranch CDD, City of Tampa
- Meadow Pointe CDD, Pasco County
- Meadow Pointe III CDD, Pasco County
- Meadow Pointe IV CDD, Pasco County
- Northwood CDD, Pasco County
- Park Creek CDD, Hillsborough County
- Parkway Center CDD, Hillsborough County
- Rivercrest CDD, Hillsborough County
- South Fork III CDD, Hillsborough County
- Ventana CDD, Hillsborough County

We are confident that we can provide high quality service to Harvest Ridge for the Professional Engineering Contract. You are familiar with our team and we pride ourselves on adhering to the utmost standard on client service. The following pages showcase our Tampa office's experience and expertise necessary to fully execute our high level of service to Harvest Ridge.



Team Organization

The organization chart below indicates the names of specific staff proposed for this project. Our team offers local, site-specific experience and expertise in community development district engineering contracts. Our proposed Project Manager Tonja Stewart, is extremely experienced and has lead over 50 community development district contracts. She will be responsible for handling District meetings, construction services, and other engineering tasks. We will have no learning curve working together on this District Engineering Contract.



Tonja Stewart, PE | Project Manager | 35 years of experience | (50% Available)

Tonja is a Senior Project Manager who is highly experienced in a broad range of civil engineering projects, including a specialty in managing community development district engineering contracts. Her responsibilities in managing the contracts include providing coordination with key disciplines like environmental scientists, surveyors, attorneys, and title companies. She has experience with residential, commercial, and industrial site design, including stormwater management, drainage, roadway, water transmission systems, wastewater collection systems, and wetland and flood plain mitigation. She is highly respected for the work she has done on over 50 community development districts within the Tampa Bay Region.



David Kemper, PE | Principal-in-Charge | 43 years of experience | (50% Available)

Dave's professional experience includes management and design of residential, office, commercial, industrial, institutional, recreational, and mixed-use projects. He has extensive experience in coordinating the efforts of a multi-disciplined team to address all aspects of the site development including planning/zoning, survey, geotechnical, environmental, biology, traffic, and landscape architecture. This includes a particular emphasis on providing the engineering design after large scale and complex projects have been conceptualized.



Mark Foster, PSM | Land Surveyor Manager | 43 years of experience | (50% Available)

Mark has served in various surveying roles throughout his career, including survey party chief, survey technician, field crew supervisor, project surveyor and survey project manager. His current responsibilities include client coordination, preparation of proposals, management of projects, supervision of field and office personnel and preparation of survey maps and reports.



Why Stantec?

- **Our staff understands the local area**
 We live and work in the Tampa and Central Florida area. Our Team has extensive professional experience with community development districts throughout the Pasco County, Hillsborough County, and the Tampa Bay Region. Our staff understands this area and the permitting process and have a thorough understanding of the Harvest Ridge CDD environment.
- **Our similar projects exemplify our expertise and ability to overcome challenges**
 We've done this before. We've provided community development district engineering services to over 50 CDD's in the Central Florida Region. We offer you proven solutions and creative design.
- **Project Manager with more than two decades of providing district engineering services**
 Can you trust that the firm you select is not only knowledgeable in community development districts, but offers a project manager that has personally led the efforts on over 50 community development district contracts? Our team is proven in these areas - you can trust us.
- **A commitment to the Community Development District**
 We understand the CDD's, organizational structure, and how they desire their selected district engineer to perform. We look forward to exceeding our reputation and high level of client services during this contract.
- **A broad range of in-house capabilities and resources**
 Our Team has a broad range of in-house capabilities and resources including planning, civil/site engineering, structural engineering, transportation and roadway engineering, survey, GIS and ecological capabilities.



SF 330 Qualifications

ARCHITECT-ENGINEER QUALIFICATIONS**PART I - CONTRACT-SPECIFIC QUALIFICATIONS****A. CONTRACT INFORMATION**

1. TITLE AND LOCATION (City and State)

Harvest Ridge Community Development District

2. PUBLIC NOTICE DATE

3. SOLICITATION OR PROJECT NUMBER

N/A

B. ARCHITECT-ENGINEER POINT OF CONTACT

4. NAME AND TITLE

Tonja Stewart, PE, Senior Project Manager

5. NAME OF FIRM

Stantec Consulting Services Inc.

6. TELEPHONE NUMBER

7. FAX NUMBER

8. E-MAIL ADDRESS

813.426.4916 (c) | 813.746.3842 (o)

813.223.0009

tonja.stewart@stantec.com

C. PROPOSED TEAM

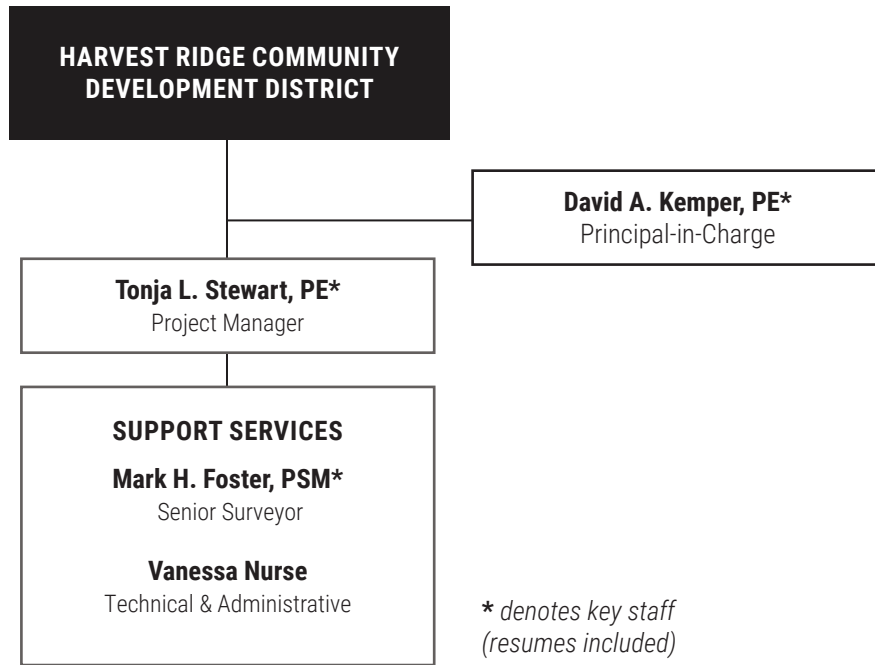
(Complete this section for the prime contractor and all key subcontractors.)

	PRIME	JV	SUBCON TRACTOR	9. FIRM NAME	10. ADDRESS	11. ROLE IN THIS CONTRACT
a.	☒			Stantec Consulting Services Inc. ☒ CHECK IF BRANCH OFFICE	777 S Harbour Island Boulevard, Suite 600, Tampa, FL 33602	District Engineering Services
b.				☐ CHECK IF BRANCH OFFICE		
c.				☐ CHECK IF BRANCH OFFICE		
d.				☐ CHECK IF BRANCH OFFICE		
e.				☐ CHECK IF BRANCH OFFICE		
f.				☐ CHECK IF BRANCH OFFICE		
g.				☐ CHECK IF BRANCH OFFICE		

D. ORGANIZATIONAL CHART OF PROPOSED TEAM☒ (Attached)

D. ORGANIZATIONAL CHART OF PROPOSED TEAM

☒ (Attached below)



E. RESUMES OF KEY PERSONNEL PROPOSED FOR THIS CONTRACT

(Complete one Section E for each key person.)

12. NAME		13. ROLE IN THIS CONTRACT		14. YEARS EXPERIENCE	
David A. Kemper, PE		Principal-in-Charge		a. TOTAL	b. WITH CURRENT FIRM
				43	24
15. FIRM NAME AND LOCATION (City and State)					
Stantec Consulting Services Inc., Tampa, Florida					
16. EDUCATION (DEGREE AND SPECIALIZATION)			17. CURRENT PROFESSIONAL REGISTRATION (STATE AND DISCIPLINE)		
Master of Science, Engineering Management, Missouri University of Science & Technology, Rolla, Missouri, 1984 Bachelor of Science, Civil Engineering, Missouri University of Science & Technology, Rolla, Missouri, 1979			Professional Engineer #36271, State of Florida		
18. OTHER PROFESSIONAL QUALIFICATIONS (Publications, Organizations, Training, Awards, etc.)					
2011 Engineer of the Year, American Society of Civil Engineers, West Coast Branch 2004 FES/FICE Leadership Institute, Graduate					
19. RELEVANT PROJECTS					
a.	(1) TITLE AND LOCATION (City and State)		(2) YEAR COMPLETED		
	Bexley Ranch Land DRI Pasco County, Florida		PROFESSIONAL SERVICES		CONSTRUCTION (If applicable)
			2014		2014
	(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE		☒ Check if project performed with current firm		
DRI engineering studies, master water, wastewater and master drainage planning, floodplain studies, and preliminary cost estimating. Stantec has completed extensive site analysis and design alternatives to assist the property owner and developer, Newland Communities, with the future development and use of this site located in central Pasco County directly adjacent to the Suncoast Parkway.					
b.	(1) TITLE AND LOCATION (City and State)		(2) YEAR COMPLETED		
	MetWest Mixed Use Development Tampa, Florida		PROFESSIONAL SERVICES		CONSTRUCTION (If applicable)
			2019		2019
	(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE		☒ Check if project performed with current firm		
Served as Principal and Sr. Project Manager for this award-winning mixed-use project located in Tampa's major Westshore Business District. Stantec services were provided from the initial planning stages through full development/build-out. These services included rezoning, entitlement, landscape architecture, civil/site engineering, transportation, permitting and construction support services. MetWest comprises over one million s.f. office uses, 74,000 s.f. of retail/restaurant uses, 254 multi-family units, and a 240-room hotel on a 30-acre site. The project includes three 240,000 s.f. office buildings, two of which were built-to-suit for Price Waterhouse Cooper (PwC). Stantec has assisted the Owner (Metropolitan Life) and Developer in various infrastructure cost allocations.					
c.	(1) TITLE AND LOCATION (City and State)		(2) YEAR COMPLETED		
	The Preserve at Wilderness Lakes Community Development District , Pasco County, Florida		PROFESSIONAL SERVICES		CONSTRUCTION (If applicable)
			2018		N/A
	(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE		☒ Check if project performed with current firm		
Responsible for overall project and team management for a range of engineering services associated with serving as the Community Development District (CDD) District Engineer for this development of 850 lots on +/- 578 acres. The CDD assets include a high end recreation facility, roadways, security gates, stormwater management systems, landscape/hardscape, and irrigation systems.					
d.	(1) TITLE AND LOCATION (City and State)		(2) YEAR COMPLETED		
	Hawks Point Subdivision Hillsborough County, Florida		PROFESSIONAL SERVICES		CONSTRUCTION (If applicable)
			2008		2008
	(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE		☒ Check if project performed with current firm		
Responsible for overall client interface and project and team management. Stantec was retained as a multi-disciplinary consultant in the development of the Toulon Development. The site is a 218-acre, multi-phased, 232-unit, single-family residential subdivision.					

E. RESUMES OF KEY PERSONNEL PROPOSED FOR THIS CONTRACT

(Complete one Section E for each key person.)

12. NAME		13. ROLE IN THIS CONTRACT		14. YEARS EXPERIENCE	
Tonja Stewart, PE		Senior Project Manager		a. TOTAL	b. WITH CURRENT FIRM
				35	15
15. FIRM NAME AND LOCATION (City and State)					
Stantec Consulting Services Inc., Tampa, Florida					
16. EDUCATION (DEGREE AND SPECIALIZATION)			17. CURRENT PROFESSIONAL REGISTRATION (STATE AND DISCIPLINE)		
Bachelor of Science, Civil Engineering, University of Alabama, Tuscaloosa, Alabama, 1987			Registered Engineer #47704, State of Florida		
18. OTHER PROFESSIONAL QUALIFICATIONS (Publications, Organizations, Training, Awards, etc.)					
2009 Tampa Bay Builders, Associate of the Year 1997 Hillsborough County Chamber of Commerce, Leadership Hillsborough					
19. RELEVANT PROJECTS					
a.	(1) TITLE AND LOCATION (City and State)		(2) YEAR COMPLETED		
	Heritage Isles Golf & Country Club Community Development District Hillsborough County, FL		PROFESSIONAL SERVICES		CONSTRUCTION (If applicable)
			Ongoing		N/A
	(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE ☒ Check if project performed with current firm				
	Stantec is providing District Engineering services includes the operation and maintenance of District infrastructure, including stormwater management systems. Our team has been responsible for ongoing client and project coordination, account management, and project scheduling.				
b.	(1) TITLE AND LOCATION (City and State)		(2) YEAR COMPLETED		
	TPOST Community Development District Hillsborough County, FL		PROFESSIONAL SERVICES		CONSTRUCTION (If applicable)
			Ongoing		N/A
	(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE ☒ Check if project performed with current firm				
	Stantec is providing District Engineering services includes the operation and maintenance of District infrastructure, including stormwater management systems. Our team has been responsible for ongoing client and project coordination, account management, and project scheduling.				
c.	(1) TITLE AND LOCATION (City and State)		(2) YEAR COMPLETED		
	Northwood Community Development District Land O' Lakes, Florida		PROFESSIONAL SERVICES		CONSTRUCTION (If applicable)
			Ongoing		N/A
	(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE ☒ Check if project performed with current firm				
	Responsible for ongoing client and project coordination, account management, and project scheduling. Stantec serves as District Engineer and has been responsible for the design, permitting, and construction administration of a 2,000 s.f. clubhouse, as well as Southwest Florida Water Management District periodic inspections of the community stormwater facilities.				
d.	(1) TITLE AND LOCATION (City and State)		(2) YEAR COMPLETED		
	Meadow Pointe III Community Development District Pasco County, Florida		PROFESSIONAL SERVICES		CONSTRUCTION (If applicable)
			Ongoing		N/A
	(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE ☒ Check if project performed with current firm				
	Responsible for ongoing client and project coordination, account management, and project scheduling. Stantec has provided a range of engineering services associated with serving as the Community Development District (CDD) District Engineer. The CDD assets include a recreation facility, roadways, stormwater management systems, landscape/hardscape, and irrigation systems.				

E. RESUMES OF KEY PERSONNEL PROPOSED FOR THIS CONTRACT

(Complete one Section E for each key person.)

12. NAME		13. ROLE IN THIS CONTRACT		14. YEARS EXPERIENCE	
Mark H. Foster, PSM		Land Surveyor		a. TOTAL	b. WITH CURRENT FIRM
				43	14
15. FIRM NAME AND LOCATION (City and State)					
Stantec Consulting Services Inc., Tampa, Florida					
16. EDUCATION (DEGREE AND SPECIALIZATION)			17. CURRENT PROFESSIONAL REGISTRATION (STATE AND DISCIPLINE)		
			Professional Land Surveyor #5535, State of Florida		
18. OTHER PROFESSIONAL QUALIFICATIONS (Publications, Organizations, Training, Awards, etc.)					
Point of Contact, Society of American Military Engineers, Tampa Bay Post					
19. RELEVANT PROJECTS					
a.	(1) TITLE AND LOCATION (City and State)		(2) YEAR COMPLETED		
	Lake Toscana Conservation Subdivision Hillsborough County, Florida		PROFESSIONAL SERVICES		CONSTRUCTION (If applicable)
			2003-2007		N/A
	(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE ☒ Check if project performed with current firm				
	Responsible for project surveying activities to include the boundary surveys associated with the acquisition of property, surveys of Ordinary High Water Line of the Little Manatee River to document the limits of Sovereignty Submerged Lands, and subdivision plat preparation for a 102-lot subdivision located on the site of an old 510-acre dairy farm on the banks of the Little Manatee River in southern Hillsborough County.				
b.	(1) TITLE AND LOCATION (City and State)		(2) YEAR COMPLETED		
	Winthrop Village Traditional Neighborhood Design (TND) Hillsborough County, Florida		PROFESSIONAL SERVICES		CONSTRUCTION (If applicable)
			2006-2008		N/A
	(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE ☒ Check if project performed with current firm				
	Responsible for the preparation of boundary surveys to support property acquisition, subdivision platting, construction layout, and as-built surveys for a 256-unit, traditional neighborhood design (TND) project. Special care was also required at the project boundaries to ensure compatibility with the surrounding developments.				
c.	(1) TITLE AND LOCATION (City and State)		(2) YEAR COMPLETED		
	Westlake Village Hillsborough County, Florida		PROFESSIONAL SERVICES		CONSTRUCTION (If applicable)
			2005-2008		N/A
	(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE ☒ Check if project performed with current firm				
	Responsible for the preparation of surveys with associated on-site geotechnical investigations and for the off-site route survey needed to support the design of transportation improvements for this proposed development near the Sun City Center.				
d.	(1) TITLE AND LOCATION (City and State)		(2) YEAR COMPLETED		
	Toulon Master Planned Community Hillsborough County, Florida		PROFESSIONAL SERVICES		CONSTRUCTION (If applicable)
			2004-2007		N/A
	(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE ☒ Check if project performed with current firm				
	Responsible for the platting and construction related efforts for this phased master planned development. The site is a 218-acre, multi-phased, 232-unit, single-family residential subdivision.				

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

20. EXAMPLE PROJECT KEY NUMBER

1

21. TITLE AND LOCATION (City and State)

Heritage Isles Golf & Country Club Community Development District
Hillsborough County, FL

22. YEARS COMPLETED

PROFESSIONAL SERVICES

CONSTRUCTION (if applicable)

Ongoing

N/A

23. PROJECT OWNER'S INFORMATION

a. PROJECT OWNER

Heritage Isles Golf & Country Club CDD

b. POINT OF CONTACT NAME

Mark Vega, District Manager, Inframark

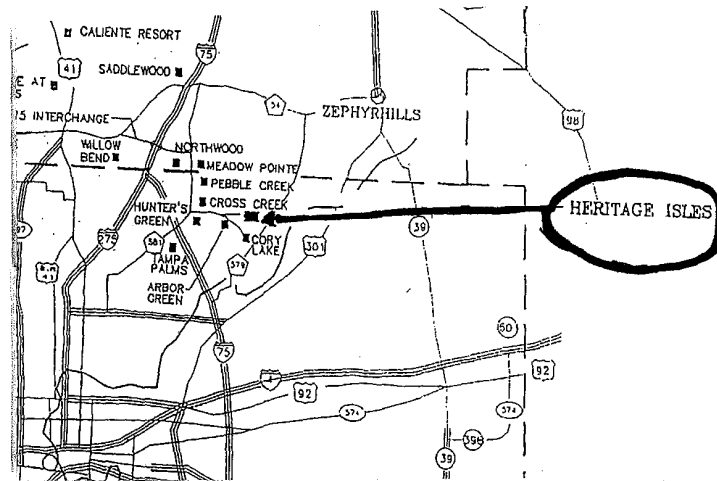
c. POINT OF CONTACT TELEPHONE NUMBER

813.991.1140

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

The Heritage Isles Golf & Country Club Community Development District ("District") is a 746-acre, independent local unit of special-purpose government created pursuant to and existing under the provisions of Chapter 190, Florida Statutes, and established by Ordinance 97-12, adopted of the Board of County Commissioners of Hillsborough County, Florida which became effective on October 9th, 1997.

Stantec is providing District Engineering services includes the operation and maintenance of District infrastructure, including stormwater management systems. Our team has been responsible for ongoing client and project coordination, account management, and project scheduling.



HERITAGE ISLES C.D.D.

25. FIRMS FROM SECTION C INVOLVED WITH THIS PROJECT

a.	(1) FIRM NAME	(2) FIRM LOCATION (City and State)	(3) ROLE
	Stantec	Tampa, FL	Civil Engineering
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

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

20. EXAMPLE PROJECT KEY NUMBER

2

21. TITLE AND LOCATION (City and State)

TPOST Community Development District
Hillsborough County, FL

22. YEARS COMPLETED

PROFESSIONAL SERVICES

CONSTRUCTION (if applicable)

Ongoing

N/A

23. PROJECT OWNER'S INFORMATION

a. PROJECT OWNER

b. POINT OF CONTACT NAME

c. POINT OF CONTACT TELEPHONE NUMBER

TPOST CDD

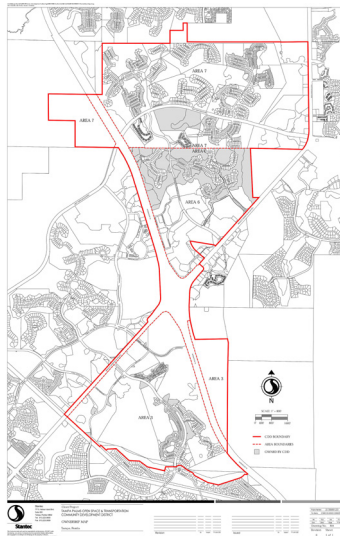
Mark Vega, District Manager, Inframark

813.991.1140

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

Tampa Palms Open Space & Transportation Community Development District (TPOST CDD) is an independent local unit of special-purpose government in Hillsborough County, Florida. Created pursuant to and existing under the provisions of Chapter 190, Florida Statutes, as an alternative method of planning, acquiring, operating and maintaining community-wide improvements in planned communities, the CDD was established to create and maintain a desirable infrastructure for a developing New Tampa area. By issuing bonds for neighborhoods in the area, the CDD provided effective financing for basic public improvements and community facilities. The TPOST District encompasses three New Tampa neighborhoods: Tampa Palms III- Area 3, Richmond Place- Area 6, and West Meadows- Area 7.

Stantec is providing District Engineering services includes the operation and maintenance of District infrastructure, including stormwater management systems. Our team has been responsible for ongoing client and project coordination, account management, and project scheduling.



25. FIRMS FROM SECTION C INVOLVED WITH THIS PROJECT

a.	(1) FIRM NAME	(2) FIRM LOCATION (City and State)	(3) ROLE
	Stantec	Tampa, FL	Civil Engineering
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

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

20. EXAMPLE PROJECT KEY NUMBER

3

21. TITLE AND LOCATION (City and State)

Meadow Pointe IV Community Development District
Pasco County, FL

22. YEARS COMPLETED

PROFESSIONAL SERVICES

CONSTRUCTION (if applicable)

2006-Ongoing

N/A

23. PROJECT OWNER'S INFORMATION

a. PROJECT OWNER

Meadow Pointe IV CDD

b. POINT OF CONTACT NAME

Darryl Adams, Rizzetta & Co.

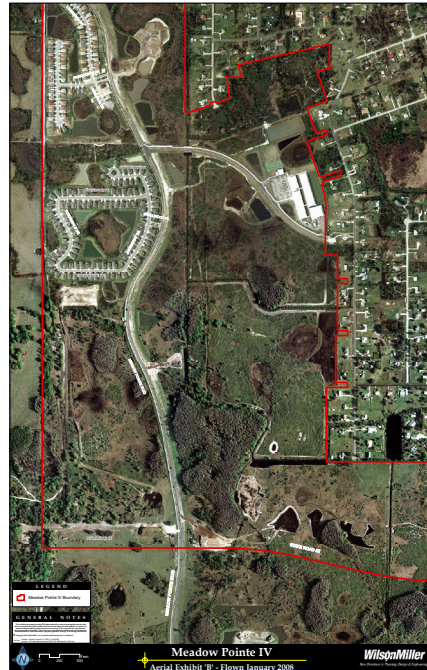
c. POINT OF CONTACT TELEPHONE NUMBER

813.994.1001 x7958

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

The Meadow Pointe IV Community Development District currently encompasses approximately 771-acres of land located entirely within Pasco County, Florida. As a local unit of special-purpose government, the District provides an alternative means for planning, financing, constructing, operating and maintaining various public improvements and community facilities within its jurisdiction. Stantec's District Engineering services include the operation and maintenance of District infrastructure, including roads and stormwater management systems.

Meadow Pointe IV includes the following communities: Enclave, Provence, Meadow Pointe North, The Haven, Whisenton Place, Parkmonte, Shellwood Place, Windsor, and Meridan.



25. FIRMS FROM SECTION C INVOLVED WITH THIS PROJECT

a.	(1) FIRM NAME	(2) FIRM LOCATION (City and State)	(3) ROLE
	Stantec	Tampa, FL	Civil Engineering
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

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

20. EXAMPLE PROJECT KEY NUMBER

4

21. TITLE AND LOCATION (City and State)

Union Park Community Development District
Pasco County, FL

22. YEARS COMPLETED

PROFESSIONAL SERVICES

CONSTRUCTION (if applicable)

2013-Ongoing

N/A

23. PROJECT OWNER'S INFORMATION

a. PROJECT OWNER

b. POINT OF CONTACT NAME

c. POINT OF CONTACT TELEPHONE NUMBER

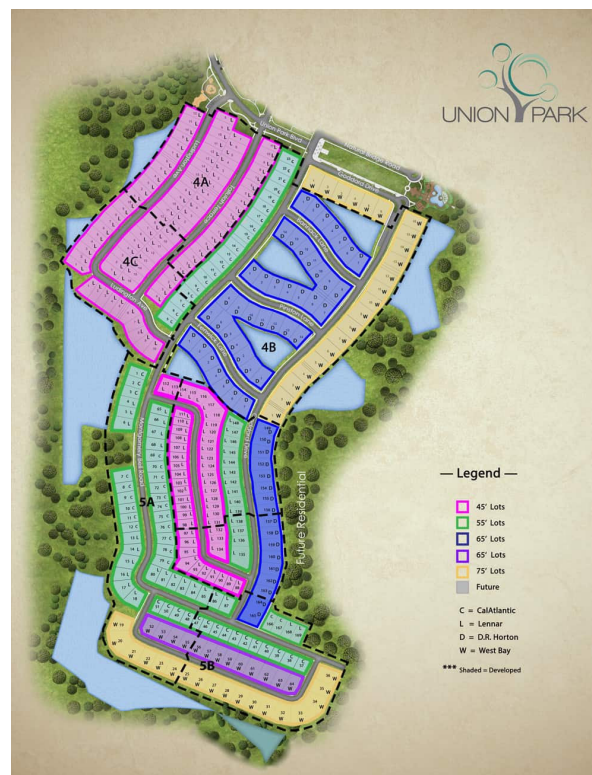
Union Park CDD

Heather Dilley, BreezeHome

813.565.4663

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

Union Park CDD manages a partially completed planned community containing single family units, a recreation facility, stormwater management systems, and common areas. Stantec provides engineering services for proper operation and maintenance of CDD infrastructure, as well as annual public facilities reports.



Source: <https://unionpark.metroplaces.com>

25. FIRMS FROM SECTION C INVOLVED WITH THIS PROJECT

	(1) FIRM NAME	(2) FIRM LOCATION (City and State)	(3) ROLE
a.	Stantec	Tampa, FL	Civil Engineering, Surveying, Construction Administration Support
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

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

20. EXAMPLE PROJECT KEY NUMBER

5

21. TITLE AND LOCATION (City and State)

Ballantrae Community Development District
Pasco County, FL

22. YEARS COMPLETED

PROFESSIONAL SERVICES

CONSTRUCTION (if applicable)

2006-Ongoing

N/A

23. PROJECT OWNER'S INFORMATION

a. PROJECT OWNER

Ballantrae CDD

b. POINT OF CONTACT NAME

Patricia Thibault, DPFG

c. POINT OF CONTACT TELEPHONE NUMBER

813.418.7473

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

Ballantrae is an 436-acre, upscale community of 969 homes plus a day care center, all built between 2004-09. The community is located about 20 miles north of Tampa, FL in Land O' Lakes, along SR54 a mile east of the Suncoast Parkway (SR589). Stantec is the CDD Engineer, providing ongoing services as needed by the Board of Supervisors and District Manager. We are providing District Engineering services to maintain District owned and maintained infrastructure, including wet detention stormwater ponds.



Source: <https://www.ballantraecdd.org/>

25. FIRMS FROM SECTION C INVOLVED WITH THIS PROJECT

a.	(1) FIRM NAME	(2) FIRM LOCATION (City and State)	(3) ROLE
	Stantec	Tampa, FL	Civil Engineering
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

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

20. EXAMPLE PROJECT KEY NUMBER

6

21. TITLE AND LOCATION (City and State)

Northwood Community Development District
Pasco County, FL

22. YEARS COMPLETED

PROFESSIONAL SERVICES	CONSTRUCTION (if applicable)
2006-Ongoing	N/A

23. PROJECT OWNER'S INFORMATION

a. PROJECT OWNER

Northwood CDD

b. POINT OF CONTACT NAME

Gene Roberts, Inframark

c. POINT OF CONTACT TELEPHONE NUMBER

813.873.7300

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

The Northwood Development has an amenity center, which includes a resort style swimming pool, a playground, basketball courts, Tennis Courts and a New 2,000 Square Foot Clubhouse. In addition, the Development includes several neighborhood ponds which are connected by pedestrian walkways.

Stantec serves as the District Engineer and have been responsible for the design, permitting, and construction administration of a 2,000 s.f. clubhouse, as well as Southwest Florida Water Management District periodic inspections of the community stormwater facilities.



Source: <https://northwoodcdd.com/>



25. FIRMS FROM SECTION C INVOLVED WITH THIS PROJECT

	(1) FIRM NAME	(2) FIRM LOCATION (City and State)	(3) ROLE
a.	Stantec	Tampa, FL	Civil Engineering
b.			
c.			
d.			

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

20. EXAMPLE PROJECT KEY NUMBER

7

21. TITLE AND LOCATION (City and State)

Meadow Point III Community Development District
Pasco County, FL

22. YEARS COMPLETED

PROFESSIONAL SERVICES	CONSTRUCTION (if applicable)
2006 - Ongoing	N/A

23. PROJECT OWNER'S INFORMATION

a. PROJECT OWNER	b. POINT OF CONTACT NAME	c. POINT OF CONTACT TELEPHONE NUMBER
Meadow Point III CDD	Darryl Adams, Rizzetta & Co.	813.994.1001 x7958

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

The District currently encompasses approximately 977-acres of land located entirely within Pasco County, Florida. As a local unit of special-purpose government, the District provides an alternative means for planning, financing, constructing, operating and maintaining various public improvements and community facilities within its jurisdiction.

Stantec has provided a range of engineering services associated with serving as the Community Development District (CDD) District Engineer. The CDD assets include a recreation facility, roadways, stormwater management systems, landscape/hardscape, and irrigation systems.



25. FIRMS FROM SECTION C INVOLVED WITH THIS PROJECT

	(1) FIRM NAME	(2) FIRM LOCATION (City and State)	(3) ROLE
a.	Stantec	Tampa, FL	Civil Engineering
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

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

20. EXAMPLE PROJECT KEY NUMBER

8

21. TITLE AND LOCATION (City and State)

Rivercrest Community Development District
Hillsborough County, FL

22. YEARS COMPLETED

PROFESSIONAL SERVICES

CONSTRUCTION (if applicable)

2006-Ongoing

N/A

23. PROJECT OWNER'S INFORMATION

a. PROJECT OWNER

b. POINT OF CONTACT NAME

c. POINT OF CONTACT TELEPHONE NUMBER

Rivercrest CDD

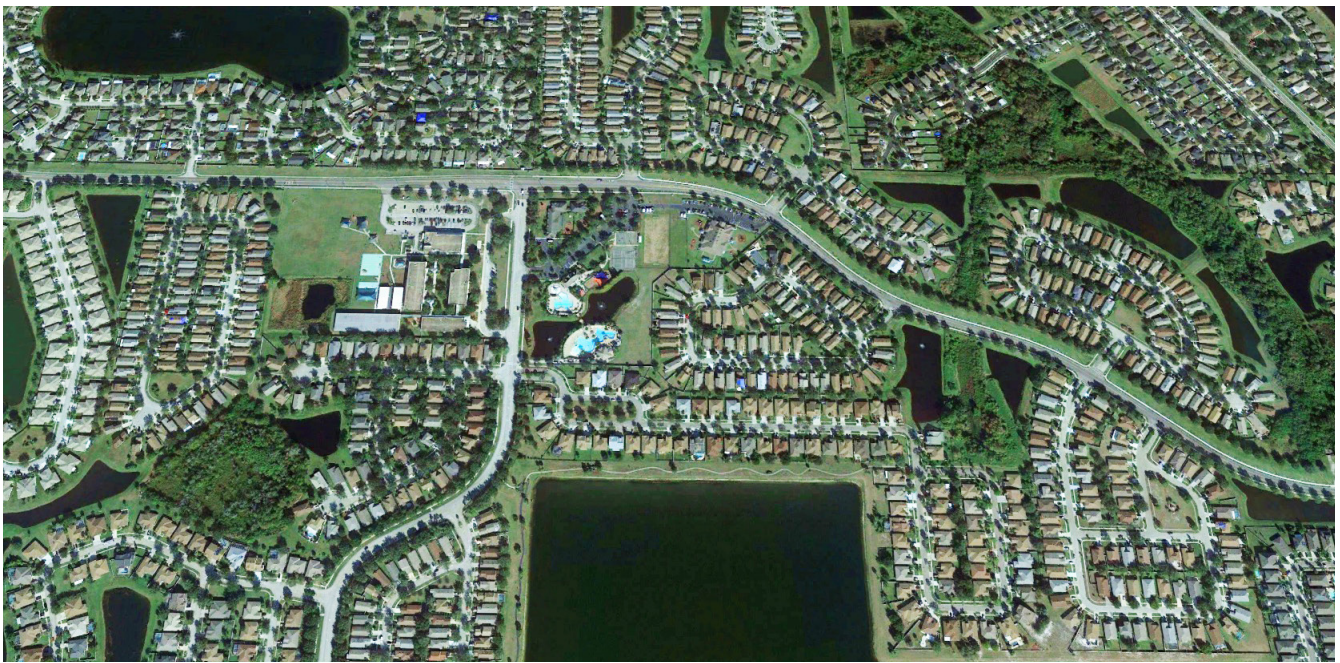
Jordan Lansford, LCAM, Governmental
Management Services

813.344.4844 x106

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

District Engineering services includes the operation and maintenance of District infrastructure, including stormwater management systems and clubhouse facilities. The Rivercrest CDD is a completed community with infrastructure that includes open space, stormwater management, and landscaped common areas and irrigation systems.

The Stantec team is responsible for ongoing client and project coordination, account management, and project scheduling. Stantec was selected for annual district engineering services to assist the District Manager and Board of Supervisors to properly budget, operate, and maintain CDD infrastructure, which includes stormwater management facilities and recreation facilities.



25. FIRMS FROM SECTION C INVOLVED WITH THIS PROJECT

	(1) FIRM NAME	(2) FIRM LOCATION (City and State)	(3) ROLE
a.	Stantec	Tampa, FL	Civil Engineering
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

[illegible]

29. EXAMPLE PROJECTS KEY

No.	TITLE OF EXAMPLE PROJECT (From Section F)	No.	TITLE OF EXAMPLE PROJECT (From Section F)
1	Heritage Isles Golf & Country Club Community Development District	5	Ballantrae Community Development District
2	TPOST Community Development District	6	Northwood Community Development District
3	Meadow Pointe IV Community Development District	7	Meadow Point III Community Development District
4	Concord Station Community Development District	8	Rivercrest Community Development District

H. ADDITIONAL INFORMATION

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

Stantec provides engineering, planning, permitting, and cost estimating services for Community Development Districts (CDDs), dependent and independent districts, Municipal Service Taxing Units/Benefit Units (MSTU/BU), and other special assessment districts.

We offer a total scope of services that includes, but is not limited to, the following:

- General Consultation on District Issues
- Master Planning of Infrastructure
- Water Management Systems and Facilities
- Water and Sewer Systems and Facilities
- Roads, Landscaping and Street Lighting Design and Plans
- Existing Systems Studies and Analysis
- Environmental Permitting
- Cost Estimates for Plan Implementation
- Bidding and Contractor Selection
- Government Permitting
- Water Conversation Studies and Design
- Water Supply Studies
- Construction Phase Observation
- Contract Management and Inspection Services
- Expert Witness Testimony
- Utility Rate Studies
- Potable Water System Plans and Design
- Irrigation System Plans and Design
- Wastewater Collection System Plans and Design
- Engineering Reports for Bonding

The following represents Stantec's additional prior experience in CDD's, Independent Districts and MSTU/BUS:

- Ballantrae CDD, Pasco County
- Chapel Creek CDD, Pasco County
- Eastlake Oaks CDD, Pinellas County
- Meadow Point I CDD, III, IV CDD, Pasco County
- Northwood CDD, Pasco County
- Union Park CDD, Pasco County
- Cypress Creek CDD, Hillsborough County
- Hammocks CDD, City of Tampa
- Hawk's Point CDD, Hillsborough County
- Heritage Harbor CDD, Hillsborough County
- Heritage Isles CDD, City of Tampa
- K Bar Ranch CDD, City of Tampa
- Panther Trace I, II CDD, Hillsborough County
- Rivercrest CDD, Hillsborough County
- Waterchase CDD, Hillsborough County
- Parkway Center CDD, Hillsborough County

I. AUTHORIZED REPRESENTATIVE

The foregoing is a statement of facts.

31. SIGNATURE

32. DATE



2/29/2024

33. NAME AND TITLE

David Kemper, PE, Senior Principal

ARCHITECT - ENGINEER QUALIFICATIONS

1. SOLICITATION NUMBER (If any)

PART II – GENERAL QUALIFICATIONS*(If a firm has branch offices, complete for each specific branch office seeking work.)*

2a. FIRM (OR BRANCH OFFICE) NAME Stantec Consulting Services Inc.			3. YEAR ESTABLISHED 2012	4. UNIQUE ENTITY IDENTIFIER RR7KJAM4G4Z3
2b. STREET 777 S Harbour Island Boulevard Suite 600			5. OWNERSHIP a. TYPE Corporation b. SMALL BUSINESS STATUS N/A 7. NAME OF FIRM (If block 2a is a branch office) Stantec Inc.	
2c. CITY Tampa	2d. STATE FL	2e. ZIP CODE 33602-5729		
6a. POINT OF CONTACT NAME AND TITLE Douglas Stoker PE - ENV SP, Vice President				
6b. TELEPHONE NUMBER (727) 431-1550	6c. EMAIL ADDRESS douglas.stoker@stantec.com			
8a. FORMER FIRM NAME(S) (If any)			8b. YEAR ESTABLISHED	8c. UNIQUE ENTITY IDENTIFIER

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		a. Profile Code	b. Experience	c. Revenue Index Number (See Below)
		(1) Firm	(2) Branch			
02	Administrative	5432	40	A01	Acoustics; Noise Abatement	7
06	Architect	1250	1	A05	Airports; Navais; Airport Lighting; Aircraft Fueling	8
07	Biologist	411	1	B02	Bridges	10
08	CAD Technician	1106	7	C16	Construction Surveying	7
10	Chemical Engineer	367	3	E02	Educational Facilities; Classrooms	10
12	Civil Engineer	3757	26	E09	EIS, Assessments of Statements	10
14	Computer Programmer	1197	2	H07	Highways; Streets; Airfield Paving; Parking Lots	10
15	Construction Inspector	360	1	H09	Hospital & Medical Facilities	10
16	Construction Manager	380	2	H11	Housing (Residential, Multi-Family, Apts, Condos)	10
21	Electrical Engineer	1052	1	I01	Industrial Building; Manufacturing Plants	10
23	Environmental Engineer	871	1	O01	Office Buildings; Industrial Parks	10
24	Environmental Scientist	1756	4	P05	Planning (Comm., Regional, Areawide , and State)	9
27	Foundation/Geotechnical Engineer	525	1	P06	Planning (Site, Installation, and Project)	10
29	GIS Specialist	306	5	R04	Recreation Facilities (Parks, Marinas, Etc.)	8
30	Geologist	309	1	S04	Sewage Collection, Treatment, and Disposal	10
38	Land Surveyor	381	14	S10	Surveying; Platting; Mapping; Flood Plain Studies	8
42	Mechanical Engineer	1153	9	S13	Storm Water Handling & Facilities	9
47	Planner, Urban/Regional	951	8	T03	Traffic & Transportation Engineering	10
48	Project Manager	1723	15	T04	Topographic Surveying and Mapping	6
57	Structural Engineer	1075	4	U02	Urban Renewals; Community Development	10
	Other Employees	3934	2	W02	Water Resources; Hydrology; Ground Water	10
	Total	28296	148	W03	Water Supply; Treatment , and Distribution	10

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

12. AUTHORIZED REPRESENTATIVE The foregoing is a statement of facts.	
a. SIGNATURE 	b. DATE February 22, 2024
c. NAME AND TITLE Amy Campbell - Senior Principal, Regional Leader US South	

AUTHORIZED FOR LOCAL REPRODUCTION

STANDARD FORM 330 (REV. 7/2021)